

CITY OF  
SOUTHLAKE



ADOPTED  
BUDGET  
*FY 2022*

---





*Mary Louise Nicholson*  
Mary Louise Nicholson  
Tarrant County Clerk

# City of Southlake, Texas

## Fiscal Year 2022

This budget will raise more revenue from property taxes than last year's budget by an amount of \$597,843, which is a 1.9 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$605,503.

The members of the governing body voted on the budget as follows:

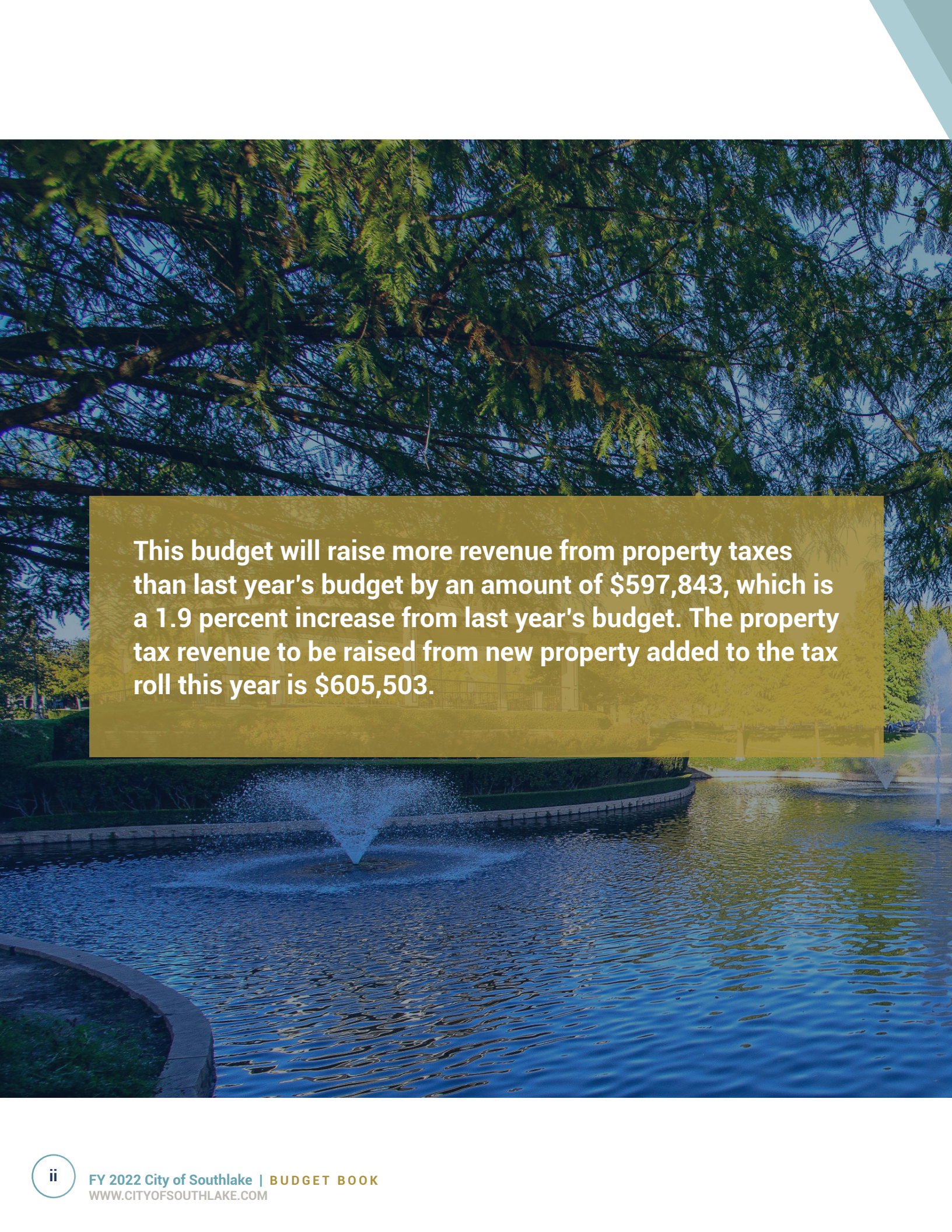
- FOR:**
- Mayor John Huffman
  - Place 1 Kathy Talley
  - Place 2 Randy Robbins
  - Place 3 Chad Patton
  - Place 4 Ronell Smith
  - Place 5 Amy Torres-Lepp
  - Place 6 Randy Williamson

### Property Tax Rate Comparison

	Fiscal Year 2022	Fiscal Year 2021
Adopted Property Tax Rate:	\$0.390000/100	\$0.405000/100
No New Revenue Tax Rate:	\$0.397114/100	\$0.422415/100
No New Revenue Maintenance & Operations Tax Rate:	\$0.320358/100	\$0.335300/100
Voter Approval Tax Rate:	\$0.435175/100	\$0.437520/100
Debt Rate:	\$0.065000/100	\$0.075000/100

Total debt obligation for City of Southlake, Texas secured by property taxes: \$24,528,447

Fiscal Year 2022 Principal and Interest requirements for Debt Service are: \$5,326,632



**This budget will raise more revenue from property taxes than last year's budget by an amount of \$597,843, which is a 1.9 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$605,503.**



## CITY OF SOUTHLAKE COUNCIL MEMBERS

Mayor	John Huffman
Councilmember Place 1	Kathy Talley
Councilmember Place 2	Randy Robbins
Councilmember Place 3 / Mayor Pro Tem	Chad Patton
Councilmember Place 4	Ronell Smith
Councilmember Place 5	Amy Torres-Lepp
Councilmember Place 6 / Deputy Mayor Pro Tem	Randy Williamson

## CITY OF SOUTHLAKE STAFF

City Manager	Shana K. Yelverton
Chief Financial Officer	Sharen Jackson
Assistant City Manager	Alison D. Ortowski
Assistant to the City Manager	Lauren E. LaNeave



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Southlake  
Texas**

For the Fiscal Year Beginning

**October 01, 2020**

# BUDGET PROCESS

## HOW WE WORK —

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Southlake, TX for its annual budget for the fiscal year beginning October 1, 2020.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



## OUR MISSION

The City of Southlake provides municipal services that support the highest quality of life for our residents, businesses, and visitors. We do this by being an exemplary model of balancing efficiency, fiscal responsibility, transparency, and sustainability.



## OUR VISION

Southlake is a vibrant, attractive, safe, healthy and fiscally sound community that epitomizes both economic and environmental sustainability. We offer quality neighborhoods and a high standard of living, with abundant opportunities for learning, shopping, working, recreation and enjoyment of open spaces.

# VALUES

Our corporate values underlie how the City accomplishes its work. These are the principles that we hold important and standards by which the organization operates. These values, as adopted by the City Council, form the cornerstones of the Strategic Management System and are designed to guide City staff in their day to day work and the Council as it conducts its business:

## INTEGRITY

Being worthy of the public's trust in all things. We deal honestly and respectfully with each other and the public at all times.

*Do the right thing.*

## INNOVATION

Valuing progressive thinking, creativity, flexibility and adaptability in service delivery.

*Think outside the box.*

## ACCOUNTABILITY

Taking personal responsibility for our actions or inaction while putting the interests of the taxpayer first.

*Own it.*

## COMMITMENT TO EXCELLENCE

Behaving responsively in our delivery of service to the public. Our work is characterized by its quality and by the diligence with which it is carried out. We proactively seek to solve problems in advance.

*Go above and beyond.*

## TEAMWORK

Recognizing the importance of working together to meet our citizen's needs, communicating clearly, sharing resources and information freely.

*Work together.*

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# TRANSMITTAL LETTER

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

August 13, 2021

Honorable Mayor and  
Members of the City Council  
1400 Main Street, Suite 270  
Southlake, Texas 76092

Dear Mayor and Members of the City Council,

In accordance with the Texas Local Government Code and the Charter of the City of Southlake, the adopted annual budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, is submitted for your consideration. The budget, as filed with the City Secretary, presents in summary form the revenues and expenditures for each of the funds.

The adopted budget is a plan that reflects the City's commitment to strong financial principles. It is a strategic budget that aligns resources with organizational goals and aspirations. It provides for investments in safety, mobility, infrastructure, high performance management, and continued quality development. It is a budget that, in many ways, is built upon the strength of partnerships and volunteerism.

<b>FY 2022 BUDGET ACCOMPLISHMENTS</b>
<b>TAX RATE REDUCTION</b>
<b>MAXIMUM HOMESTEAD EXEMPTION</b>
<b>OPTIMUM FUND BALANCES</b>
<b>DEBT MANAGEMENT</b>
<b>CASH FUNDING FOR CAPITAL PROJECTS</b>
<b>STRUCTURAL BALANCE</b>
<b>STRONG NET REVENUES</b>
<b>LIMITED EXPENDITURE GROWTH</b>
<b>MULTIYEAR SUSTAINABILITY</b>
<b>COMPETITIVE COMPENSATION AND BENEFITS</b>
<b>NO SERVICE LEVEL REDUCTIONS</b>

## BUDGET GOALS

The FY 2022 adopted budget has been developed with a clear set of goals to guide decision-making and promote long-term financial sustainability.

The first goal is to develop a financial plan to support the City's strategic priorities and ensure high quality service delivery. As City Council, you have set a clear vision with associated priorities, known as strategic focus areas. Figure 1 is the City of Southlake Strategy Map, illustrating the City's focus areas, objectives, critical business outcomes, and values. For more information about the City's future direction, please see the Strategic Direction section of the budget document.

Thoroughly understanding the economic conditions that will impact the budget for the current year and into the future is critical for proper budgeting. Figure 2 shows the approach used to gather and analyze local economic information for projecting budget revenues.

As the city's economy has grown, it has been possible to implement relief measures aimed at reducing residential property taxes. The City has included homestead exemption relief for homeowners in eleven budgets since 2009, including the adopted 20% exemption included in the adopted FY 2022 budget.

## DID YOU KNOW?

The FY 2022 Adopted Budget includes a one and a half cent tax rate reduction, reducing the tax rate for a fourth consecutive year.



Figure 1: City of Southlake Strategy Map

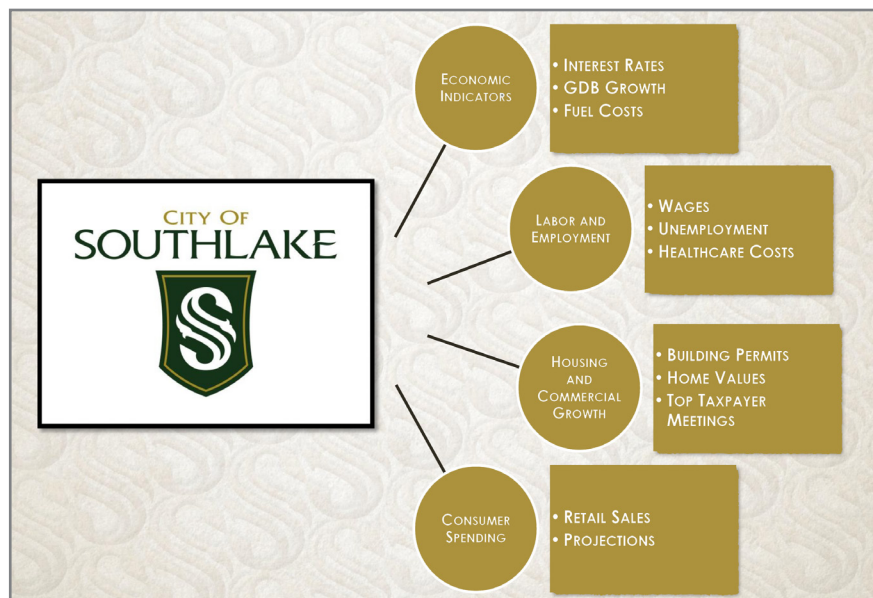


Figure 2: Economic information used for City financial projections



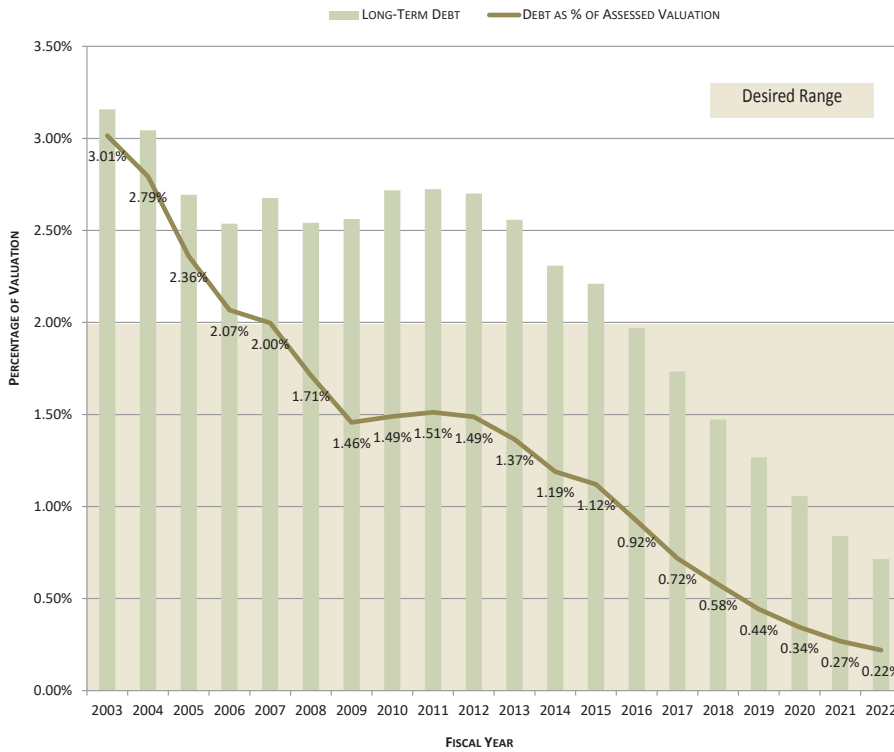


Figure 3: Long-term debt as a percentage of assessed valuation

For FY 2022, a one and a half cent reduction of the tax rate has been adopted as another method of providing tax relief. The tax rate decrease will complement the exemptions adopted by Council, including the 20% homestead exemption.

Debt management has been a key financial principle that has guided the development of the City’s budget. The City of Southlake has been able to manage debt so that 100% of the City’s current tax-supported debt will be retired in less than 10 years.

Methods used to reduce the City’s debt obligations include:

- careful budgetary management;
- the use of voter-approved special revenue funds;
- aggressive amortization schedules;
- ongoing attention to refunding opportunities; and,
- the use of cash for projects when possible.

These techniques and strong bond ratings have allowed for a reduction in the City’s property tax-supported debt by 78% since 2010, in spite of ongoing infrastructure development. Debt as a percent of assessed value has decreased from over 3% in 2003 to a projected 0.22% in 2022. The FY 2022 budget proposes the use of cash to fund a portion of the General Fund capital improvement projects for the year. Certificates of obligation will be used to supplement project funding. Figure 3 shows trend information for Southlake’s debt as a percent of assessed valuation.

Another important financial goal is ensuring the maintenance of optimum fund balances in operating funds, in accordance with City policy. Maintaining proper reserves increases the organization’s ability to absorb or respond to temporary changes in the environment or circumstances, such as an unanticipated event or

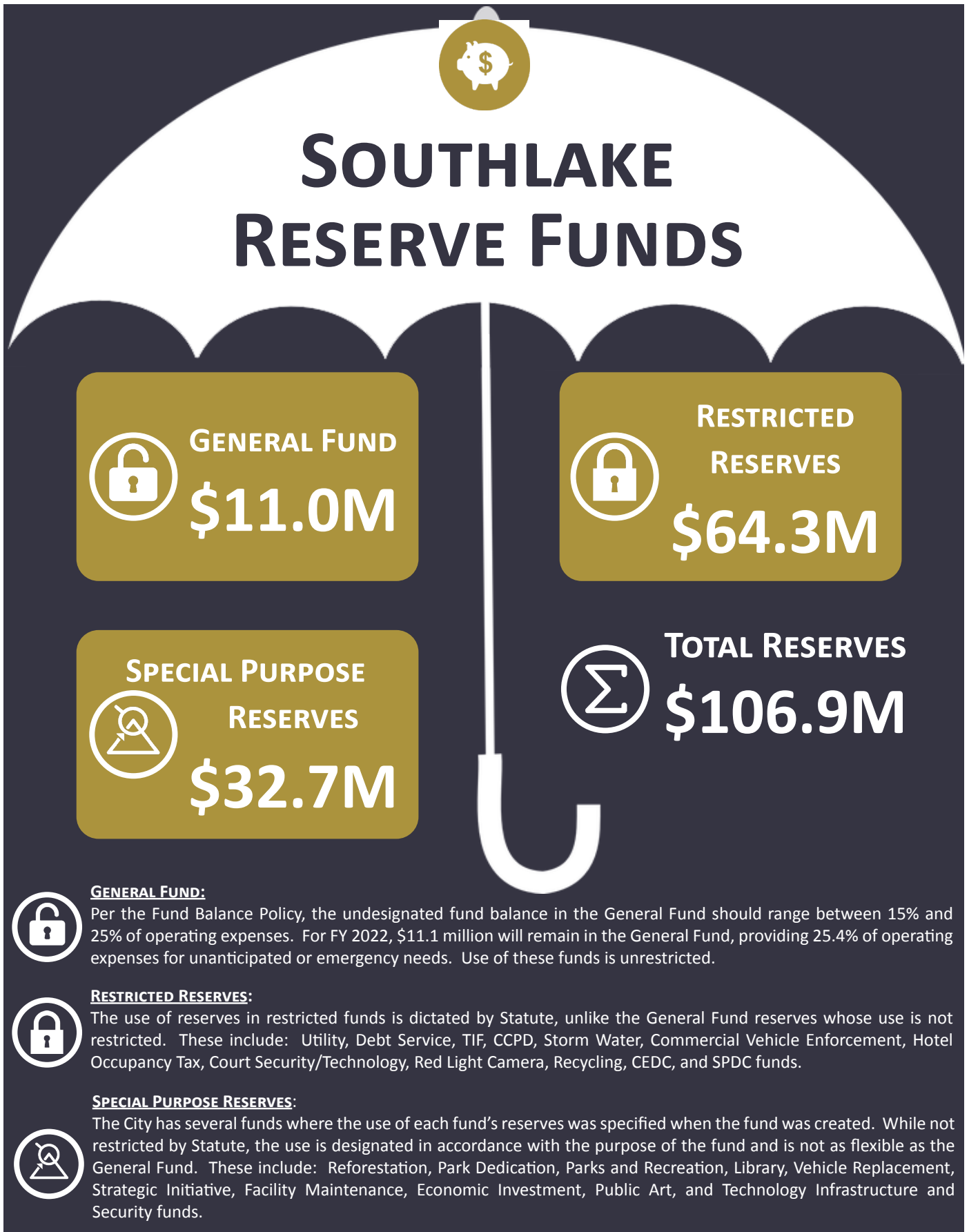


Figure 4: Southlake reserve fund balances

# CITY OF SOUTHLAKE ORGANIZATIONAL STRUCTURE

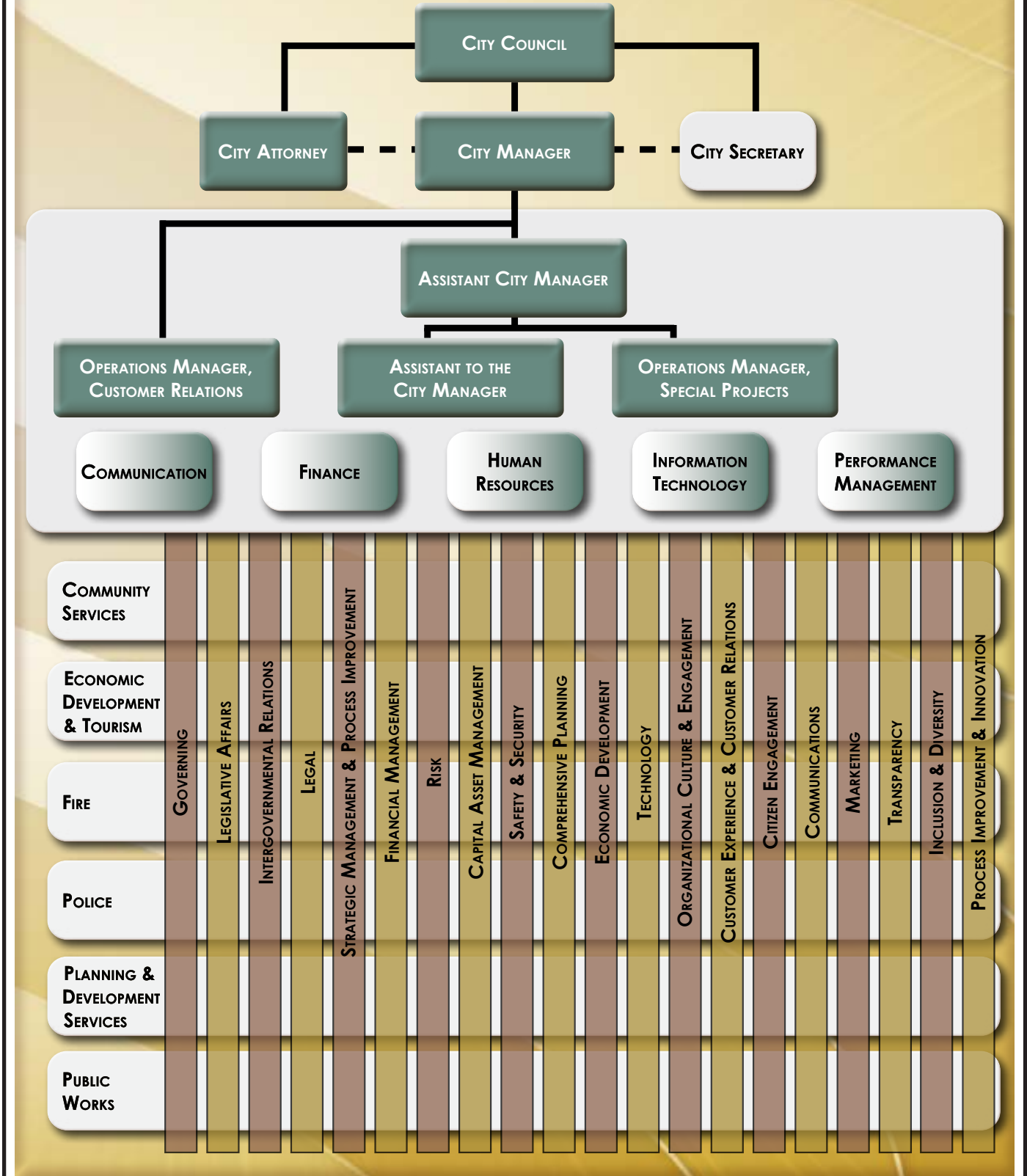


Figure 5: City of Southlake's organizational structure

changes related to operating revenues. This budget provides for optimum fund balances, see Figure 4.

More than 70% of the City's General Fund budgeted expenditures are related to personnel costs. It is the City's goal to provide for a fair compensation and benefit program to ensure a stable and high performing workforce.

Multi-year financial planning is another budget development consideration, perhaps one of the most important. The multi-year Capital Improvements Program (CIP) identifies the projects that will be undertaken for the upcoming five-year period, as well as projects beyond that timeframe. The operational impact of all identified projects is evaluated, and those costs are incorporated into future budget projections. Trends that depict the long-term financial health of the City are monitored and ultimately used to make deliberate decisions in order to reach financial and service goals.

The City has taken an additional formal step to understand and plan for the organization's financial future by adopting the Sustainability Master Plan as an element of Southlake 2030. The development of this plan involved a deep dive into economic and financial trends that will influence the budget long term. It contains formal recommendations to ensure desired positive outcomes. The Sustainability Master Plan is included in the Appendix of this document.

## SERVICE DELIVERY EXCELLENCE

The City of Southlake is committed to providing residents, businesses, and visitors with high quality, high value public services.

Figure 5 is the City of Southlake's organizational chart, showing the departments and reporting relationships. Strategy execution is a fundamental part of the City's operations. Department Directors regularly review progress toward meeting performance targets, including assessments of key accountability indicators (performance measures) and success in addressing Council-identified critical business outcomes.

Each department has its own Strategy Map built around the department's core services and a performance scorecard that includes performance measures and targets that drive business decisions (see City Department Overview section for more information). Attention is also given to meeting performance expectations in accordance with the City's values: Integrity, Innovation, Accountability, Commitment to Excellence, and Teamwork.

## FINANCIAL INFORMATION AND FUND SUMMARIES

The City's budget is comprised of specific "funds" to account for the revenue and expenditures that support operations. Funds also account for debt incurred for capital improvements. Some funds are supported by tax revenue, while others are supported by fees that have been put into place to cover the cost of the service. Some funds are restricted for specific purposes, while others offer more spending flexibility.

This letter has been organized to describe each fund and to highlight key aspects of the budget for each.

**GENERAL FUND**

The General Fund is the City’s principle operating fund, and is supported by property tax, sales tax, fees, and other revenues. These revenues may be used for a variety of purposes, as determined by the City Council. The General Fund budget accounts for core City services such as police and fire protection, engineering, planning, finance, and administrative oversight.

**DID YOU KNOW?**

Through the City’s use of cash and aggressive amortization schedules when debt is issued, the City has reduced the property tax supported debt per capita from \$3,506 in 2010 to \$768 in 2022.

**Tax rate.** The FY 2022 adopted budget incorporates a tax rate of \$0.39 per \$100 valuation, reducing the rate by one and one half cent. The tax rate of \$0.39 is split between General Fund operations and debt service. The allocation for FY 2022 is \$0.325 for general operations and \$0.065 for debt service.

One half cent of the tax rate reduction has been taken from the operations portion of the tax rate, and a one cent reduction is adopted for the debt portion of the tax rate, reflecting the City’s emphasis on cash funding General Fund capital projects.

The City has not increased its tax rate in twenty consecutive fiscal years.

The 20% homestead exemption will complement the current over-65 exemption of \$75,000, disabled exemption of \$75,000, and the over-65 tax freeze. The continued use of the exemptions offset the tax value on residential properties. The homestead exemption is set at the State-allowed maximum of 20%.

A 20% homestead exemption will reduce an average-valued home in Southlake by \$158,794. The property owner of an average-valued home will see the equivalent of a tax rate reduction of approximately eight cents per \$100 valuation with the exemption applied.

With the homestead exemption in place, and considering the tax rate reduction, the equivalent residential tax rate on an average-valued home is \$0.312.

**Taxable value.** Figure 6 shows the change in taxable value from FY 2021 and documents the impact of new construction on the values for FY 2022. Note that the value shown in the table is net of the value assigned to Tax Increment Reinvestment Zone (TIRZ) #1. For FY 2022, TIRZ taxable value is \$508,142,995. The taxable value also excludes the value related to the City’s homestead and other exemptions.

Southlake’s property values have increased appreciably over time, as shown in Figure 7. The difference between assessed value and taxable value is primarily due to exemptions.

State law requires a taxing unit to calculate two rates after receiving its certified appraisal

TAXABLE VALUE COMPARISON FY 2021 - FY 2022				
FISCAL YEAR	VALUE	% INCREASE PRIOR YEAR	NEW CONSTRUCTION	NEW CONSTRUCTION AS % OF TOTAL
2021	\$7,768,644,007	-0.01%	\$261,355,087	3.4%
2022	\$8,220,731,143	5.8%	\$155,257,208	1.9%

Figure 6: This chart compares taxable property values for FY 2021 with those for FY 2022.

roll – the no new revenue tax rate and the voter approval tax rate. The no new revenue rate is the rate that will generate the same amount of property tax dollars as the previous year, excluding new construction and annexations, when the two years are compared.

If a city adopts a tax rate exceeding the voter approval rate (3.5 percent maintenance and operation rate growth, plus “unused increment rate”), then the city must hold an automatic election. Depending on the ultimate rate that is chosen by the City and its relationship to these legally defined rates, there are requirements that must be followed to comply with truth-in-taxation laws. These requirements protect the public’s right-to-know concerning tax rate decisions.

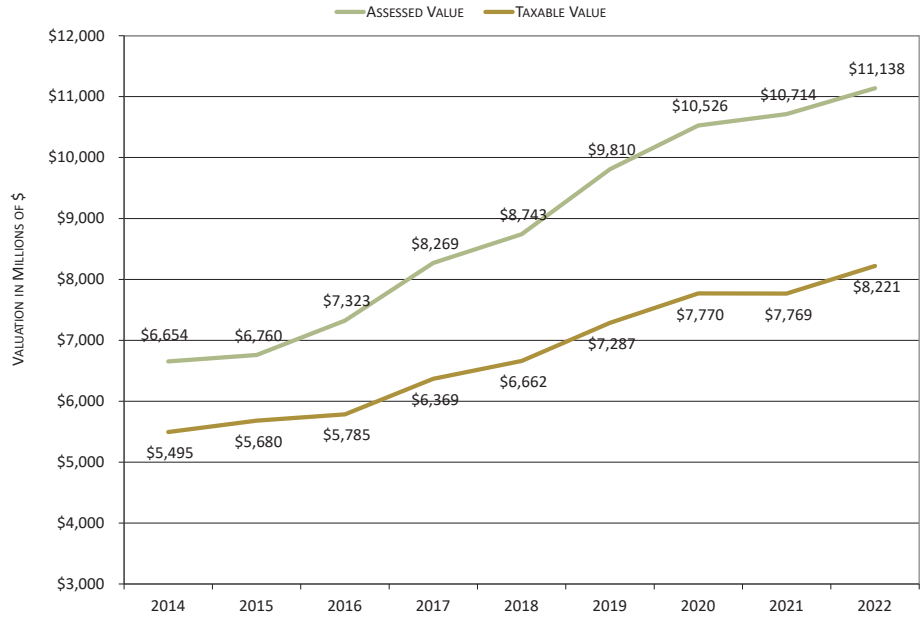


Figure 7: Comparison of property values since FY 2014 (assessed and taxable)

As shown in Figure 8, Southlake’s calculated no new revenue and voter approval rates are higher for FY 2022 than the adopted tax rate. Therefore, the tax rate is not subject to an automatic election.

**Revenue highlights.** The adopted FY 2022 budget projects \$49.6 million in General Fund revenues, an increase of more than \$3.1 million or 6.7% from the FY 2021 adopted budget.

The largest single revenue source in the adopted General Fund budget is the property tax. Staff is estimating \$26,662,376 in property tax revenue, an estimated increase of \$1,080,851 or 4.2% over the FY 2021 adopted budget.

The second largest revenue source for the General Fund is sales tax. Staff forecasts a 14.6% increase in sales tax revenue. The sales tax collection trend is shown in Figure 9 on the next page. The City expects to collect \$16.4 million in the General Fund for FY 2022. When reviewing the chart, please note that the City has levied special purpose sales taxes for park development, crime control, and community enhancement. These funds will be discussed later in this letter.

Franchise fees collected from private utility companies operating in the City provide another source of General

TAX RATE COMPARISON			
FISCAL YEAR	TAX RATE	NO NEW REVENUE RATE	VOTER APPROVAL RATE*
2021	\$0.405	\$0.422415	\$0.437526
2022	\$0.390	\$0.397100	\$0.435175

Figure 8: Comparison of tax rate, no new revenue rate, and voter approval rate.

\*Note the Voter Approval Rate is adjusted for unused increment credit.

Fund revenue, \$2,825,446. This is a projected decrease of 2.3% when projected revenue is compared to the FY 2021 budget. Fine collections, another source of revenue, are expected to total \$853,500 in FY 2022, a decrease of 0.2%.

Another major revenue source for the General Fund is permits and fees charged for development activities, participation in recreation programs, etc. The adopted budget anticipates \$1,202,100 in revenue from this source in FY 2022.



Figure 9: Sales tax collection trend

Staff is estimating that 50 residential building permits will be issued during FY 2022, which is fewer than FY 2021 projections. Revenue from commercial permits is expected to decline when compared to the adopted FY 2021 budget.

Revenue from charges for services are estimated at \$1,192,337. This represents a 19.2% increase from the FY 2021 adopted budget. This category of revenue includes interlocal contributions from the cities of Grapevine, Colleyville, and Keller for the joint Teen Court program. Miscellaneous income is projected at \$345,000. The adopted budget includes \$77,700 in projected interest earnings.

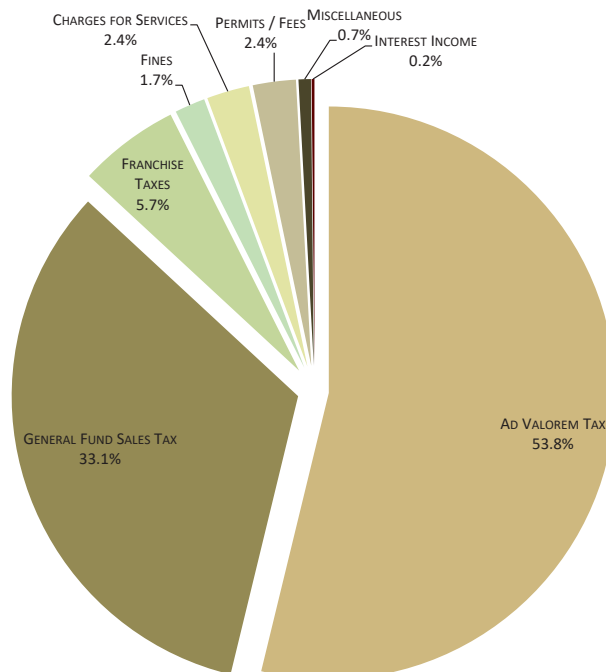


Figure 10: General Fund revenue by source

As previously noted, total General Fund operating budget revenues are expected to increase by 6.7% for FY 2022, recognizing the 20% homestead exemption and impacts to revenue associated with the adopted tax rate decrease.

Figure 10 on the previous page shows the distribution of General Fund revenue sources.

The General Fund also recognizes \$2,174,423 that will be transferred in from the Utility Fund, Storm Water Utility Fund, Hotel Occupancy Tax Fund, Southlake Parks Development Corporation, Crime Control and Prevention District, and the Community Enhancement and Development Corporation to cover indirect costs borne by the General Fund. Note the transfer is shown “below the line,” meaning it is not shown as a revenue line item. However, these dollars are available for operating expenses, if needed. For FY 2022, indirect charges are not needed to balance the General Fund budget. The transfer will go straight to the budget’s bottom line, ensuring an optimum fund balance.

**Expenditure highlights.** The General Fund accounts for all expenditure activity not specifically accounted for in other funds, including the operational expenses for public safety, engineering, planning, finance, legal and administrative oversight. FY 2022 adopted expenditures total \$43,539,922 and represent a 2.4% increase over the FY 2021 adopted budget. Some of the growth is attributable to general service cost increases, while a portion of it supports service enhancements, unfunded mandates, or costs that exceed certain market benchmarks due to unusual circumstances or anomalies (such as an extremely high number of catastrophic health insurance claims).

The following highlights capture key aspects of adopted General Fund expenditures for FY 2022:

The City of Southlake is a service organization and most of the operating expenses are related to labor costs. For FY 2022, more than 70% of planned expenses are personnel-related. An explanation of some of these costs is provided as follows:

GENERAL FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Personnel	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
	Dependent healthcare cost increases	\$52,500 (all funds)
	HSA administration costs	\$5,000 (all funds)
	Longevity pay	\$22,000 (all funds)
	HR Business Partner (FT) <i>(Reclassified from full-time HR Generalist)</i>	\$16,101
	Library Manager (FT) <i>(Reclassified from full-time Librarian)</i>	\$11,074
	Application Developer I (FT) <i>(Reclassified from part-time Intern)</i>	\$52,808



Positions. The budget proposes increasing the General Fund full-time equivalent (FTE) count by 0.918 FTEs. The increase is due to the reclassification of two part-time positions to full-time positions and the addition of one part-time position.

An explanation of the changes is provided as follows:

- **Application Developer I:** This position reclassifies an existing part-time Intern position in the Finance and Technology Services department to a full-time Application Developer. This position provides additional capability to provide application development and support for data analytics, dashboards, integrations, and GIS solutions that are needed for City services.
- **Economic Development Specialist:** This position reclassifies an existing part-time Events Specialist in the Economic Development and Tourism department to a full-time Economic Development Specialist. This reclassification reallocates resources to support business retention and expansion efforts, economic research, data assembling, technical assignments, and marketing and media communications.
- **Municipal Court Officer:** This part-time position will provide additional security support to the municipal court. This position is 17% funded in the General Fund and 83% funded in the Court Security fund.

Additionally, two positions are adopted to be reclassified, although they will not increase the overall number of positions or the FTE count. In the Library, the budget proposes reclassifying one Librarian position to a Library Manager. In Human Resources, the budget proposes reclassifying an HR Generalist to an HR Business Partner. These reclassifications of current positions align the staffing needs to the City’s current service demand.

Compensation. The City Council adopted its current compensation system on August 6, 2013. The system supports the City’s strategic approach, provides for a financially sustainable model, and ensures a fair and predictable method of career progression and internal equity.

GENERAL FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Personnel (cont.)	Municipal Court Officer (PT) (83% Court Security Fund/17% General Fund)	\$2,794
Personnel - Service Enhancement	Economic Development Specialist (FT) (Reclassified from part-time Events Specialist)	\$48,243
Operations - Legislative Mandate	Single audit	\$10,000
Operations - Service Enhancement	Target industry recruitment support	\$5,000
	Bob Jones Nature Center Barn Raising community event	\$5,000
Operations	Proactive cleaning for city facilities	\$60,000
	City-wide tree trimming (moved to General Fund from Reforestation Fund)	\$30,000
	Increase to library materials	\$25,000

The adopted compensation system establishes a defined labor market, market position, pay structure, and plan for movement through the pay ranges. The City has established a market compensation target and, on average, endeavors to pay better than 60% of the designated labor market for civilian personnel and better than 80% of the market for sworn public safety personnel.

For FY 2022, the budget proposal includes a 2.5% cost of living adjustment for employees and possible merit adjustments up to 2% based on the relative performance of employees. The budget also includes market adjustments for positions that do not currently meet the City’s compensation goals to pay better than 60% of the established labor market. Once COLA and merit adjustments are applied, any employee whose salary lags the desired market position will receive an adjustment to close the gap.

GENERAL FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Operations (cont.)	External hosting of library catalog	\$10,400
	Street Tree Program <i>(moved to General Fund from Reforestation Fund)</i>	\$10,000
	Everbridge Resident Connection	\$4,625

Benefits. The City recently entered into a contract agreement with Cigna for health and dental insurance. Medical and prescription claims continue to be high, and the previous carrier initially adopted a 23.6% rate increase for health insurance. As a result, staff issued a request for proposals to solicit quotes from other carriers and Cigna was selected as the new carrier for health, dental and vision insurance. Cigna’s health insurance plans mirror the previous plan designs and, overall, rates decreased by 0.1%. For FY 2022, the budget proposes increasing the City’s contribution towards the cost of employee dependent coverage in an effort to maintain competitive insurance rates with the labor market. The cost of the additional increase is approximately \$52,500 (all funds).

When evaluating the level of benefits needed to be competitive within the City’s labor market, it would be inappropriate to look at each individual benefit option separately because of the unique palette of benefits offered. A better analysis is to compare the cost of benefits as a percentage of compensation. The City of Southlake strives to offer benefits near the percentage reported for state and local government workers by the U.S. Bureau of Labor Statistics. As released in June 2021, the benefits percentage reported for state and local workers is 38.1%. The adopted budget reflects Southlake’s benefit costs as 29.1% of total payroll.



**PERSONNEL EXPENSES SUPPORT THE FOCUS AREA OF PERFORMANCE MANAGEMENT AND SERVICE DELIVERY, AND THE STRATEGIC CORPORATE OBJECTIVE OF “ATTRACT, DEVELOP, AND RETAIN A SKILLED WORKFORCE.”**

Operations. The General Fund includes the dollars needed to provide basic services. Operating expenses are relatively stable from FY 2021, with minimal new items.

Service Enhancements. This budget includes requests to enhance existing services that the City provides. The budget proposes including \$5,000 for target industry recruitment support to provide resources for the newly created Target Industry Recruitment Task Force, which will focus on business and corporate recruitment. We

are also proposing funding for the addition of a community event to celebrate the reconstruction of the Bob Jones Nature Center barn.

Operational Increases. There are several requests that maintain the City’s current service levels, but require additional funding to do so. These include moving funding for city-wide tree trimming and the street tree program from the Reforestation Fund to the General Fund, proactive cleaning for city facilities for employee and visitor wellness, and increasing the library materials to align with industry benchmarks. The full list of expenditure highlights can be found in the General Fund expenditure highlight tables.

Fund balance. The City of Southlake Fund Balance Policy, adopted in 1993, states that the “goal shall be to maintain a fund balance in the General Fund equal to a minimum of 15% of General Fund-budgeted operating expenditures, with the optimum goal of 25%.”

The adopted budget reflects an undesignated General Fund balance of 25.41% of expenditures, which represents \$11,062,268, and follows the optimum balance defined in the City’s policy.

Excess revenue and unspent appropriation above the 25% level are set aside for critical, high-impact projects as a transfer to the Strategic Initiative Fund (SIF). Details about the transfer into the SIF and the use of these dollars can be found later in this letter.



**MAINTAINING A FUND BALANCE AT THE OPTIMUM LEVEL IDENTIFIED IN THE CITY’S POLICY ADDRESSES THE FOCUS AREA OF PERFORMANCE MANAGEMENT & SERVICE DELIVERY AND THE STRATEGIC CORPORATE OBJECTIVE OF “ACHIEVE FISCAL WELLNESS STANDARDS.”**

## DEBT SERVICE FUND

For FY 2022, revenues are estimated at \$5,401,575 with \$5,395,275 coming from ad valorem taxes, reduced by the proposal of a one cent rate decrease, and \$6,300 from interest income. Transfers into the fund are budgeted at \$173,859 to pay the debt service for the bonds issued on behalf of special districts. Total expenditures are adopted at \$5,346,132 for annual principal and interest payments, as well as related administrative costs.

The Debt Service Fund is projected to end the 2022 fiscal year with reserves of \$3,284,337. The fund balance allows us to meet our fund balance policy which states that the City of Southlake “...shall also maintain Reserve Funds for all statutorily required reserve funds to guarantee debt service.”



**THE CAPITAL PROJECTS FUNDED THROUGH THE CITY’S BOND PROGRAM ADDRESS THE FOCUS AREAS OF INFRASTRUCTURE AND MOBILITY, AND THE STRATEGIC CORPORATE OBJECTIVE OF “INVEST TO PROVIDE AND MAINTAIN HIGH QUALITY PUBLIC ASSETS.”**

## UTILITY FUND

The Utility Fund, also known as the Water and Sewer Enterprise Fund, is used to account for the acquisition, operation, and maintenance of Southlake’s municipal water and sewer utility, supported primarily by user charges to utility customers. The fund accounts for operational costs as well as debt service for utility system improvement bonds. The intent of this fund is for the direct beneficiaries to pay for all costs of the fund –

including debt service – through fees levied for the services provided. Revenue and expenses related to garbage service are also accounted for in the Utility Fund.

**Revenue highlights.** The Utility Fund revenues are projected at \$32,608,200 for an increase of \$1,814,400. This is a 5.9% increase when compared with the FY 2021 adopted budget.

**Expenditure highlights.**

Personnel. The Utility Fund includes resources needed to manage and operate the City’s utility system. This fund will cover its portion of employee cost of living adjustments and the increases in benefit costs as described in the General Fund portion of this letter.

Other highlights. Funding has been requested for equipment and facility improvements. A few highlights of supplemental requests for the Utility Fund are shown in the table and are specifically related to providing water, sewer, and/or garbage service.

Total expenditures in the Utility Fund are adopted at \$26,534,778, a 2.8% increase from the FY 2021 adopted budget.

**Indirect charge/transfers.** We have budgeted a transfer of \$1,304,328 from the Utility Fund to the General Fund to cover indirect expenses and for payment of a franchise fee. A transfer of \$8,128,000 to the Capital Improvements Program is also budgeted.

**Fund balance.** The FY 2022 Adopted Utility Fund budget provides 288 days of working capital, or \$20,960,264. This exceeds the City’s fund balance policy for the Utility Fund, which states that the “...goal shall be to maintain a fund balance of 60 days of working capital in the Utility Fund...with the optimum goal of 90 days of working capital.”

UTILITY FUND EXPENDITURE HIGHLIGHTS		
Highlight	Item	Expenditure
Personnel	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
Operations	Enterprise Asset Management System (50% Technology Infrastructure & Security Fund/50% Utility Fund)	\$120,000
	LTE water meter transponders	\$400,000



**MOST OF THE ITEMS INCLUDED IN THE FY 2022 ADOPTED UTILITY FUND BUDGET ADDRESS THE FOCUS AREA OF INFRASTRUCTURE.**

## VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund accounts for the resources needed to manage the purchase of vehicles and heavy equipment for the City’s fleet. The establishment and funding of the vehicle and heavy equipment replacement program was designed to even out expenses for the City’s fleet from year-to-year and provides a logical method for purchasing and retiring vehicles. A five-year purchase plan has been developed to detail future capital investment needs.

**Revenue and transfer highlights.** For FY 2022, we are planning revenue of \$118,000 and a transfer of \$1,500,000 from the General Fund to the Vehicle Replacement Fund.

**Expenditure highlights.** Expenditures are estimated at \$2,077,000 to replace aging vehicles and heavy equipment coming off-line.

**Fund balance.** The projected ending fund balance is \$5,841,763 which provides adequate reserves for the program.

VEHICLE REPLACEMENT FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Equipment	Fleet replacement per schedule	\$2,077,000

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SOUTHLAKE 2030  
SUSTAINABILITY  
MASTER PLAN

EFW3: Fund and adopt annual City operating budget, capital projects and equipment through sound financial policies.

“The Vehicle Replacement Fund should maintain three years of reserves as identified in replacement schedule.”

The FY 2022 Budget proposes a transfer from the General Fund of \$1,500,000 towards this goal.



## SOUTHLAKE PARKS DEVELOPMENT CORPORATION FUND

The Southlake Parks Development Corporation (SPDC) is a voter-approved development corporation established to develop, operate, and maintain park and recreational facilities. The uses of this half-cent sales tax are restricted to those allowed by law and approved by the Board of Directors.

A five-year Capital Improvements Program (CIP) has been established to support the implementation of the City’s Southlake 2035 Parks, Recreation, and Open Space Master Plan. CIP priorities are established as a joint effort between the Parks and Recreation Board, Southlake Parks Development Corporation Board of Directors, and City Council.

Developed park acreage has almost doubled since 2008. The Southlake 2035 Parks, Recreation, and Open Space Master Plan prioritizes recommendations for projects. The Council has worked with the SPDC Board of Directors and Parks and Recreation Board to transition certain park operating costs out of the General Fund and into the SPDC operating fund.

**Revenue highlights.** The SPDC operating fund is projected to receive \$8,302,524 in total revenue. This represents a projected 13.2% increase over the FY 2021 adopted budget.

**Expenditure highlights.** Total expenditures for the operating fund are adopted at \$1,835,423. This is a 17.5% increase from the FY 2021 adopted budget. The Southlake Parks Development Corporation Board of Directors, and the Southlake Parks and Recreation Board approved the adopted operating budget at the August 3, 2021, joint meeting.

The adopted FY 2022 budget includes \$1,366,480 for operations, \$190,200 for capital expenses and \$278,743 for personnel. SPDC park maintenance costs represent about 37% of the current total park maintenance costs. The proposal to fund certain maintenance costs in SPDC is balanced with master plan implementation, capital costs, and fund balance needs.

SPDC FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Personnel	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
Operations	Contract services - landscape maintenance	\$505,000
	Utilities - water, waste water, and electric	\$435,000
	Annual park improvements	\$125,000
	Southlake 2035 annual project funding	\$100,000
Capital	Mowers, utility vehicles, and bunker rake	\$145,000
	Annual Tennis Center improvements	\$25,200
	Capital field equipment	\$20,000

Below are highlights of adopted expenses for the fund:

Personnel. SPDC funds 65% of the salary and benefits for the City's Project Manager, as well as two Maintenance Technicians, and a Contract Administrator. All compensation and benefit adjustments previously mentioned will be funded by SPDC for these employees.

Operations. Expenses include annual costs associated with maintenance and operations of parks, and park improvements.

Capital. The budget includes funding for equipment necessary to maintain the park system.

## DID YOU KNOW?

Since its inception in 1994, the SPDC Fund has collected about \$115 million for park projects such as North Park, the Bicentennial Park improvements and the acquisition and development of Bob Jones Park.

**Indirect charge/transfers.** A transfer of \$332,101 to the General Fund is planned for the indirect charge. We are also planning to transfer \$2,796,796 to debt service and \$4,000,000 to the CIP.

The Southlake Parks Development Corporation is also responsible for paying principal and interest on outstanding debt. For FY 2022, the SPDC debt service fund will cover total expenditures of \$2,802,796 for this purpose. The FY 2022 - 2026 Capital Improvements Program including the Southlake Parks Development Corporation plan is described later in this letter.

**Fund balance.** The adopted ending fund balance for the SPDC operating fund will be \$10,193,659. The ending fund balance for the SPDC debt service fund is projected to be \$1,892,033.



**INITIATIVES FUNDED THROUGH THE SOUTHLAKE PARKS DEVELOPMENT CORPORATION ADDRESS THE FOCUS AREA OF INFRASTRUCTURE AND THE STRATEGIC CORPORATE OBJECTIVE OF "PROVIDE ATTRACTIVE AND UNIQUE SPACES FOR ENJOYMENT OF PERSONAL INTERESTS."**

## CRIME CONTROL AND PREVENTION DISTRICT FUND

The half-cent sales tax collection to fund the Crime Control and Prevention District (CCPD) began in April 1998, with the first sales tax check received in June 1998. State law provides that a district's life is limited to five years, unless voters continue the district by approval of a referendum. In February 2002, Southlake voters approved the continuation of the CCPD for 15 years, and the District was set to sunset in 2018 unless reauthorized by the voters.

In May 2015, Southlake voters chose to reallocate a three-eighths cent portion from the CCPD to the formation of a new sales tax district to fund recreational and economic development projects. Approval of the new district provided the funding needed to construct and support operations of the new community and recreation center, The Marq Southlake. This left a one-eighth cent allocation remaining

## DID YOU KNOW?

A special election was held on May 6, 2017, asking voters to determine if the CCPD should be reauthorized for an additional twenty years. The proposition passed with 81% of voters supporting the extension. As a result, the District is scheduled to sunset in 2038.

for CCPD activities through the new sunset period, 2038, as authorized by the voters in May 2017.

The use of district funds is defined by State law. The primary use of the fund is to pay for School Resource Officers at Carroll ISD schools, as well as for needed materials and equipment for the Police Department.

**Revenue highlights.** For FY 2022, \$1,999,550 is anticipated in sales tax collections for the District, along with \$4,725 in interest income for total revenues of \$2,004,275. This is a projected increase of 12.1% compared to the FY 2021 adopted budget. The budget was approved by the District Board of Directors at their July 29, 2021, meeting.

**Expenditure highlights.** Total operating expenditures are adopted at \$1,813,505 for FY 2022. Planned expenses for the operating budget were approved for funding by the Crime Control and Prevention District Board of Directors.

Adopted operating fund expenditures include ongoing allocation of dollars for the School Resource Officer program, as well as equipment needed by the Police Department.

**Indirect charge/transfers.** A transfer of \$80,171 to the General Fund is planned for an indirect charge. A transfer of \$1,000,000 is planned for the CIP.

**Fund balance.** The ending fund balance for the CCPD Operating Fund is projected at \$3,995,125.



**THE BUDGET OF THE CRIME CONTROL AND PREVENTION DISTRICT SUPPORTS THE FOCUS AREA OF SAFETY & SECURITY AND THE STRATEGIC CORPORATE OBJECTIVE OF "ACHIEVE THE HIGHEST STANDARDS OF SAFETY AND SECURITY."**

CCPD FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Personnel	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
Equipment	Ammunition cost increase	\$73,800
	SWAT Equipment	\$50,763
	Taser replacement	\$40,410
Technology	New CAD / Record Management system	\$65,000
	Virtual training simulator	\$140,000
	Body-worn camera replacement and cloud storage	\$100,915
	Social Sentinel - social media alerting program	\$13,000
School Resource Officer (SRO) Program	LEAD (Law Enforcement Against Drugs) education and awareness curriculum	\$8,551



**COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION**

In May 2015, Southlake voters overwhelmingly approved the reallocation of a portion of the CCPD half-cent sales tax for the purpose of constructing and operating a recreation center through a Community Enhancement and Development Corporation (CEDC). The CCPD half-cent sales tax was reduced to a one-eighth cent tax and the remaining three-eighths was reallocated to address recreational and economic development needs for the City, as permitted by State law, through the CEDC.

The three-eighths cent sales tax collected for this corporation was largely used to construct Phase 2 of The Marq Southlake, known as Champions Club. (Recall that Phase 1 was funded using a combination of General Fund and Southlake Parks Development Corporation cash.)

CEDC EXPENDITURE HIGHLIGHTS		
FUND	ITEM	EXPENDITURE
Personnel	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
Operations	Target industry and daytime population analysis study	\$50,000
Transfer	Transfer to CEDC Replacement Fund	\$160,000

The corporation funding will also be used to supplement the operating expenses for The Marq Southlake not recovered with facility and program fees. Finally, a portion of the funds will also be used for economic development initiatives.

Sales tax collections for the district began in October 2015. A seven-member board of directors works with the City Council to oversee the budget.

The CEDC operating fund highlights are shown as follows:

**Revenue highlights.** For FY 2022, \$8,904,709 in total revenue is anticipated for this fund. This represents a projected increase of 16.7% for the CEDC operating budget.

**Expenditure highlights.** Total operating expenses for the CEDC are estimated at \$4,369,739. Transfers for the indirect charge, CEDC Replacement Fund and debt service total \$2,967,244. The ending fund balance is projected at \$12,347,726. The CEDC Board of Directors approved the operating budget.

Highlights of planned expenditures for the CEDC operating fund are shown below:

Personnel. The CEDC budget includes resources needed to manage and operate both Legends Hall and Champions Club at The Marq. This fund will cover its portion of employee pay adjustments and the increases in benefit costs as described in the General Fund portion of this letter. Total personnel costs for FY 2022 are \$2,729,159.

Operations. Operating expenses for The Marq for both phases and economic development initiatives are adopted for FY 2022 at \$1,640,580. Costs include standard expenses for things like utilities and supplies, and marketing and promotional materials.

CEDC EQUIPMENT REPLACEMENT FUND EXPENDITURE HIGHLIGHTS		
FUND	ITEM	EXPENDITURE
Capital	Fitness equipment replacement	\$135,171

Capital. The adopted budget shows no capital expenses in the operating budget. The CEDC Replacement Fund will provide funding for capital purchases.

**Indirect charge/transfers.** A transfer of \$356,188 to the General Fund is planned for the indirect charge. We are also planning to transfer \$2,451,056 to debt service and \$160,000 to continue to build a fund for future capital replacement needs.

The CEDC – Replacement Fund has been established to ensure that the environment of Champions Club and Legends Hall is maintained properly and expenses for these kinds of items do not adversely affect the budget in any given year. In FY 2022, the budget includes \$135,171 for replacement exercise of equipment. With the transfer of \$160,000, the ending fund balance for this fund will be \$346,930.

**Fund balance.** The FY 2022 ending fund balance for the CEDC operating fund is projected at \$12,347,726.

The CEDC debt service fund covers principal, interest, and administrative costs for bonds for the construction of Champions Club. Total debt service expenditures for FY 2022 are \$2,451,056. The ending fund balance for this fund is projected to be \$568,299.



**INITIATIVES FUNDED THROUGH THE COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION SUPPORT THE COUNCIL'S FOCUS AREAS OF QUALITY DEVELOPMENT, MOBILITY AND INFRASTRUCTURE AND THE STRATEGIC CORPORATE OBJECTIVES OF "PROVIDE ATTRACTIVE AND UNIQUE SPACES FOR THE ENJOYMENT OF PERSONAL INTERESTS," "PROVIDE TRAVEL CONVENIENCE WITHIN THE CITY & REGION," AND "ATTRACT & KEEP TOP TIER BUSINESSES TO DRIVE A DYNAMIC & SUSTAINABLE ECONOMIC ENVIRONMENT."**

**DID YOU KNOW?**

Champions Club at The Marq Southlake opened in the spring of 2019. Current memberships exceed the three-year performance goal established.

**ECONOMIC DEVELOPMENT INVESTMENT FUND**

The Southlake 2035 Economic Development Master Plan includes a recommendation to build an economic development investment fund. We are proposing to continue to implement this recommendation for FY 2022.

**Revenue highlights.** For FY 2022, revenue of \$10,000 is projected. Also, we are proposing to transfer \$150,000 to this fund, as we work to build its balance for future use.

**Expenditure highlights.** We are proposing expenditures of \$232,500 from this fund for FY 2022 to support marketing initiatives and to assist Southlake businesses.

**Fund balance.** The ending fund balance is projected to be \$2,744,779.

ECONOMIC DEVELOPMENT INVESTMENT FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Operations	Southlake Business Landscape Grant	\$182,500
	Economic recovery target industry marketing campaign	\$50,000

**SOUTHLAKE 2035 ECONOMIC DEVELOPMENT MASTER PLAN**

ED15: MAINTAIN ONGOING, DEDICATED FUNDING TO ACHIEVE ECONOMIC DEVELOPMENT GOALS BY CONTINUING INVESTMENT IN THE ECONOMIC DEVELOPMENT INVESTMENT FUND.

## FACILITY MAINTENANCE FUND

The Strategic Initiative Fund (SIF) provided seed money to account for future facility financial requirements, an important element of our budget given the size and complexity of the City’s facility infrastructure. For FY 2022, we will continue our practice of transferring SIF money into this fund, working to meet the goal of holding 10% of the total value of the City’s physical plant in reserve.

In FY 2022, we are proposing a transfer of \$1,000,000 from the SIF.

City staff currently manages over 937,000 square feet of facility infrastructure, including the recently opened Champions Club at The Marq Southlake and the Southlake Tennis Center. Many of the smaller daily maintenance efforts of the facilities are absorbed into the various operating budgets as appropriate. However, we recognize that it is important to have a proactive maintenance program that addresses larger scale projects and that prudently prepares for increased maintenance and repair costs as the facilities age.

Ending fund balance is projected at \$9,892,349, which represents 8.5% of the total value of the City’s physical plant.

FACILITY MAINTENANCE FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Operations	Library carpet replacement	\$110,172
	DPS Headquarters parking garage exterior restoration	\$106,335
	DPS West Station back-up generator	\$75,000
	Library furniture replacement	\$16,730

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**SOUTHLAKE 2030  
SUSTAINABILITY  
MASTER PLAN**

EFW3: FUND AND ADOPT ANNUAL CITY OPERATING BUDGET, CAPITAL PROJECTS AND EQUIPMENT THROUGH SOUND FINANCIAL POLICIES.

“THE FACILITY MAINTENANCE FUND SHOULD MAINTAIN A RESERVE EQUIVALENT TO 10% OF TOTAL CITY FACILITY ASSET VALUE.”

THE FY 2022 BUDGET PROPOSES A TRANSFER FROM THE STRATEGIC INITIATIVE FUND OF \$1,000,000 TOWARDS THIS GOAL.

## TECHNOLOGY INFRASTRUCTURE AND SECURITY FUND

The Technology Infrastructure and Security Fund was created in FY 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments. In order to keep up with the increasing number and complexity of security threats, this fund also supports technology security projects and programs.

Revenue for this fund in FY 2022 is projected at \$436,000, reflecting payments by communication providers for the lease of space on City water towers, and interest income. In FY 2022 we are also proposing a transfer of \$500,000 from the Strategic Initiative Fund.

Expenditures planned for FY 2022 include items for information security, business continuity, equipment and infrastructure enhancements. Total expenditures are planned at \$1,408,250.

The ending fund balance is projected at \$6,702,390.



**THE ESTABLISHMENT OF THE TECHNOLOGY INFRASTRUCTURE AND SECURITY FUND SUPPORTS THE FOCUS AREA OF PERFORMANCE MANAGEMENT AND THE STRATEGIC CORPORATE OBJECTIVE OF “OPTIMIZE THE USE OF TECHNOLOGY.”**

## TAX INCREMENT FINANCE DISTRICT FUND

Tax Increment Reinvestment Zone (TIRZ) #1 or the Tax Increment Finance (TIF) District was created in 1997, with an effective beginning date of January 1, 1998. It was designed to encourage quality commercial development in the City. Incremental values subsequent to January 1997 are taxed at the City’s tax rate; however, 100% of the “captured” ad valorem revenues are utilized within the zone, rather than being allocated to the City’s overall budget. Overlapping taxing entities, including Tarrant County, Tarrant County

TECHNOLOGY INFRASTRUCTURE & SECURITY FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Business Continuity	Network redundancy for city facilities	\$400,000
	Enterprise Asset Management System (50% Technology Infrastructure & Security Fund/50% Utility Fund)	\$120,000
	Network administration services	\$55,000
	Munis Employee Expense Reimbursement module	\$22,500
Security Equipment and Infrastructure	Cyber security enhancements	\$100,000
	Parkwood facility security cameras	\$40,000
	Legends Hall security cameras	\$18,250
Technology Infrastructure	Server and storage expansion	\$100,000

College District, Tarrant County Hospital District, and the Carroll Independent School District (CISD) have participated at varying levels as investors in TIRZ #1 by assigning their ad valorem tax dollars as well.

In 2018, TIRZ #1 was extended for an additional twenty years. This means that funds will continue to be collected on the incremental tax value and invested in the zone for an additional twenty years. These tax dollars are restricted and may only be used for improvements or maintenance of facilities within the TIRZ #1. The City of Southlake and Carroll ISD will be the only participating entities with the 20-year extension.

The projects funded in the FY 2022 adopted budget were identified in the TIRZ #1 Project & Financing Plan, adopted by the Board of Directors and City Council in August/September 2018.

**Revenue highlights.** The incremental value assigned to TIRZ #1 for FY 2022 is \$508,142,995 which is a 1.4% decrease from the valuation for the FY 2021. This translates into anticipated revenues for the TIF District Fund of \$10,084,269, including interest income. Revenue projections include estimated Carroll ISD payments based on a three-year average.

**Expenditure highlights.** Total expenditures for FY 2022 are adopted at \$9,054,055. These expenditures are attributable to CISD TIRZ #1 projects identified in the project and financing plan, as well as personnel and operations costs to be undertaken by the City. Notable projects for FY 2022 include funding for the School Resource Officer program, Southlake Town Square security camera replacement, and landscaping, sidewalk, and crosswalk enhancements in Southlake Town Square.

**Fund balance.** The ending balance for this fund is projected at \$6,091,721, most of which is designated for educational uses.

TIF DISTRICT EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Personnel	School Resource Officers	\$312,376
Infrastructure Improvements	Town Square Camera Replacement	\$1,415,000
Community Enhancement	Town Square public space enhancement projects	\$450,000

### DID YOU KNOW?

Since its implementation in 1998, TIRZ #1 has generated over \$132 million in revenue for investment, and to further the economic development goals of the Zone. These funds have been used for numerous public infrastructure projects such as the construction of Town Hall as well as the development of parks within the Zone.



**THE ESTABLISHMENT OF TIRZ #1 AND THE USE OF THE CAPTURED REVENUES FOR IMPROVEMENTS IN THE DISTRICT SUPPORTS THE FOCUS AREA OF QUALITY DEVELOPMENT AND THE STRATEGIC CORPORATE OBJECTIVES OF “PROVIDING ATTRACTIVE AND UNIQUE SPACES FOR THE ENJOYMENT OF PERSONAL INTERESTS,” AND “ATTRACT AND KEEP TOP-TIER BUSINESSES TO DRIVE A DYNAMIC AND SUSTAINABLE ECONOMIC ENVIRONMENT.”**

**SPECIAL REVENUE FUNDS**

The City of Southlake accounts for revenues and expenditures of dedicated or special purpose funding in several special revenue funds as described below.

Commercial Vehicle Enforcement Fund. State law requires that fines and forfeitures associated with commercial vehicle enforcement activities be segregated for accounting purposes. Therefore, a new fund was established in FY 2013.

For FY 2022, we are projecting total revenues of \$25,300. Expenses total \$157,095. A General Fund transfer of \$150,000 into this fund is planned. The ending fund balance is projected to be \$99,564.

Court Security. This adopted budget includes funds from the payment of fines and forfeitures. Use of these funds is restricted for court security items, per State law. The adopted budget anticipates revenues of \$24,300. Adopted expenditures of \$72,435 are planned to enhance the overall safety of the court with the use of security personnel and including other operational expenses. The projected ending fund balance is \$345,620.

Court Technology. The adopted budget includes funds from the payment of fines and forfeitures. Use of these funds are restricted, per State law. The adopted budget anticipates revenues of \$25,425. Adopted expenditures of \$8,830 are planned to include funding for projects to optimize the use of technology for municipal court. The projected ending fund balance is \$293,510.

Hotel Occupancy Tax. The Hotel Occupancy Tax is authorized under the Texas Tax Code, Chapter 351. The City of Southlake adopted Ordinance No. 769 in February 2000, levying a 7% tax on room receipts. The tax on hotel rooms is providing the revenues to the City in

SPECIAL REVENUE FUNDS EXPENDITURE HIGHLIGHTS		
FUND	ITEM	EXPENDITURE
Commercial Vehicle Enforcement Fund	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
Court Security	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Municipal Court Officer (PT) (83% Court Security Fund/17% General Fund)	\$13,641
Court Technology	Virtual Court Technology	\$4,000
Hotel Occupancy Tax Fund	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
	Wayfinding sign maintenance / replacement	\$50,000


this category. The first expenditures from this fund were made in FY 2008.

Use of these funds is restricted. Planned expenses must be authorized uses under the Texas Tax Code, Chapter 351.

For FY 2022, revenues are estimated at \$968,255, an increase of 140.7% compared to the FY 2021 adopted budget. The operating budget currently includes funding for the Tourism Marketing Manager, and a portion of the cost of the Assistant City Manager, Economic Development & Tourism Director, Marketing and Graphic Design Coordinator, and administrative support staff costs directly attributable to tourism.

Total planned expenditures for this fund for FY 2022 are \$890,750.

Indirect transfers to other funds total \$183,968.

SPECIAL REVENUE FUNDS EXPENDITURE HIGHLIGHTS (CONT.)		
FUND	ITEM	EXPENDITURE
Hotel Occupancy Tax Fund (cont.)	Southlake Town Square Kiosk Replacement	\$30,000
Library Donations	Special projects	Defined by donor
Parks and Recreation Fund	Special projects	\$25,000
Public Art Fund	Transfer to CIP 	\$100,000
Recycling Fund	Recycling education and promotion	\$6,000

The ending fund balance is projected at \$1,665,951. This balance will carry forward for future initiatives to promote tourism in the City



**HOTEL OCCUPANCY TAX FUNDS SUPPORT THE STRATEGIC FOCUS AREA OF PERFORMANCE MANAGEMENT AND SERVICE DELIVERY, AND THE STRATEGIC CORPORATE OBJECTIVE OF “ENHANCE RESIDENT QUALITY OF LIFE & BUSINESS VITALITY THROUGH TOURISM.”**

Library Donations. This adopted budget includes funds from donations, and uses are restricted for library purposes. Staff is anticipating approximately \$4,000 in donations and the \$8,000 in expenditures will be for library special projects, which are often defined by the donor. Ending fund balance is projected at \$6,443.

Park Dedication Fees. This special revenue fund accounts for funds from park dedication fees on new development. Use of park dedication fees is restricted to park improvements and primarily used for capital expenses. No new operating expenditures are adopted for FY 2022, however, a transfer to the CIP of \$480,000 is planned to support facility improvements at the Bob Jones Park and Nature Preserve, and Gateway Lakes Park .

The adopted budget reflects revenues of \$90,000 in fees and \$2,100 in interest earnings for total revenues of \$92,100.

The ending fund balance is projected to be \$1,143,620.



Parks and Recreation Fund. This fund accounts for sponsorships obtained to enhance City special events, programs, athletic fields and parks for which sponsorships are granted.

The adopted budget reflects revenues of \$46,500 in donations, sponsorships, tournament fees, and \$600 in interest earnings for total revenues of \$47,100. Expenses are estimated at \$72,500 leaving the fund with a projected balance of \$121,557.

Public Art Fund. The Public Art Fund was established to account for funding that is available for the promotion, creation, installation, and/or maintenance of public art throughout the City of Southlake. Funding was first established when the Southlake Stampede program was implemented – the proceeds from the sale of the artist-designed steers were designated for public art. Additional funding is now available from the Hotel Occupancy Tax to support the City’s public art program, and a master plan has been adopted to guide program development.

The adopted budget shows \$5,000 in interest income based on a beginning fund balance of \$338,918.

The law providing for the Hotel Occupancy Tax allows up to 15% of the revenues to be used for public art purposes. Because this source of funding comes in the form of a transfer, it is shown “below the line.” For FY 2022 a transfer of \$145,238 to the fund is adopted.

Expenditures are estimated at \$68,100. The Public Art Fund will provide support for the City’s ongoing relationship with the APEX Arts League, Arts Council – Northeast, and the Southlake Arts Council by providing funding for various projects such as public art displays and event support. The budget also supports public art maintenance.

A transfer of \$100,000 to the CIP is planned for public art.

The ending fund balance is estimated at \$321,056.

<b>SPECIAL REVENUE FUNDS EXPENDITURE HIGHLIGHTS (CONT.)</b>		
<b>FUND</b>	<b>ITEM</b>	<b>EXPENDITURE</b>
Red Light Camera	Traffic signal back-up batteries	\$90,000
	School zone safety enhancements	\$35,500
	Traffic safety initiatives	\$3,205
Storm Water Utility Fund	Pay adjustment	2.5% cost of living base pay adjustment; Merit, Market where applicable
	Health insurance	0.1% rate decrease
	Dental insurance	1% rate decrease
	Storm water Consultant Services	\$13,000

**Recycling Fund.** The City’s contract for solid waste services provides for an annual payment of \$6,000 to the City for total projected revenue of \$6,125 including interest. The adopted budget includes \$5,600 for special projects for FY 2022.

The ending fund balance is projected to be \$71,420.

**Red Light Camera Fund.** In August 2008, the City of Southlake initiated a red-light enforcement camera system. This was a traffic safety program in which the City used a state-of-the-art digital camera and violation detection system installed at intersections for the purpose of decreasing the number of red-light runners and reducing serious vehicle collisions.

The City of Southlake collected 50% of the gross revenue generated from the violations issued and collected as a result of the program. The City was required to remit 50% of the gross revenue to the State, excluding program expenditures. Funds collected by the City of Southlake as a result of violations/citations issued were required to be used for traffic safety programs.

Texas lawmakers passed a bill several years ago to prohibit the use of the cameras. The City immediately cancelled its contract and ceased operations of the program. The budget accounting for the revenue generated from the fines previously levied has a beginning fund balance of \$550,222. With interest earnings of \$1,200 projected, the fund will still be able to support traffic safety programs in FY 2022. Expenditures for traffic safety operations have been budgeted at \$128,705. This budget also includes a transfer to the Capital Improvements Program of \$100,000.

Ending fund balance for FY 2022 is projected at \$322,717.



**INITIATIVES FUNDED THROUGH THE RED LIGHT CAMERA FUND ADDRESS THE CITY’S “SAFETY AND SECURITY” FOCUS AREA.**

**Reforestation.** The adopted budget includes the special revenue fund to account for revenues and expenditures dedicated for reforestation. These funds are derived from assessments related to the tree preservation ordinance and policies. The adopted budget reflects permits/fees of \$5,000. No expenditures are budgeted from this fund for FY 2022. The ending fund balance is projected at \$25,307.



**THE ACTIVITIES SUPPORTED BY THE REFORESTATION FUND SUPPORT THE COUNCIL’S DESIRE FOR QUALITY DEVELOPMENT BY ENSURING THAT THE NATURAL ENVIRONMENT IS PROTECTED AND PRESERVED, OR AT A MINIMUM REPLACED.**

**Storm Water Utility Fund.** On October 17, 2006, the City Council established a Storm Water Utility System. This utility requires a monthly fee for all of Southlake’s developed properties. These fees provide a funding source for maintenance, repair, and construction of public storm water facilities, and can only be spent for these purposes. The monthly storm water fee is the same for all residential dwelling units. Residential properties are charged \$8 per month for each dwelling unit that is on the property. Fees for non-residential properties are calculated individually in proportion to each property’s storm water runoff potential.

For FY 2022, total revenues for this fund are projected at \$1,572,600 including \$2,100 in interest earnings. This is a decrease of 0.2% when compared to the FY 2021 adopted budget. Planned expenditures for FY 2022 total

\$681,008, including \$355,882 in personnel expenses and \$325,126 in operational costs. These costs include personnel costs for drainage maintenance staff, contract engineering services (surveying, etc.), contract labor for drainage projects, and materials – all budgeted to ensure that we can adequately manage and respond to identified public drainage issues.

Transfers out of the fund totaling \$236,763 are planned in FY 2022. The ending fund balance is projected at \$1,894,622.





**THE ACTIVITIES FUNDED THROUGH STORM WATER FEES DELIVER ON THE FOCUS AREA OF INFRASTRUCTURE, AND THE STRATEGIC CORPORATE OBJECTIVE OF “ACHIEVE BEST IN CLASS STATUS IN ALL CITY DISCIPLINES.”**

### STRATEGIC INITIATIVE FUND

At the end of each fiscal year, General Fund excess revenue (including indirect transfers from other funds) and unspent appropriation become a part of the City’s fund balance, or reserves. This year’s budget proposes that \$11.1 million of FY 2022 projected revenues will remain in the General Fund undesignated fund balance. This will provide for reserves of 25.41% of operating expenses to be used for unanticipated or emergency needs. This is the level deemed optimum under the City’s fund balance policy.

When reserves exceed the optimum level, the excess is transferred to the Strategic Initiative Fund (SIF). Using excess reserves in this way provides cash funding for needed projects without requiring the City to borrow money for them. Further, this approach ensures that reserves are not used to balance the City’s operating budget.

Implemented in 2006, the SIF has been used for infrastructure maintenance (City facility repairs and renovations), the Urban Design Study, Southlake 2030/2035 plan development, technology needs, and capital projects such as roads and sidewalks. We have also been able to purchase needed public

STRATEGIC INITIATIVE FUND EXPENDITURE HIGHLIGHTS		
HIGHLIGHT	ITEM	EXPENDITURE
Infrastructure Maintenance	Transfer to Facility Maintenance Fund 	\$1,000,000
Community Enhancement	2035 Water, Wastewater, and Stormwater Master Plan Update 	\$150,000
	Parkwood property site improvements	\$50,000
Capital Acquisition	Tanker Truck	\$375,000
	Self-contained breathing apparatus (SCBA) air compressor and bottle fill station	\$47,865
	Vehicle rescue strut system	\$20,597
	CIP Transfer 	\$6,500,000
Technology	Transfer to Technology Infrastructure and Security Fund	\$500,000

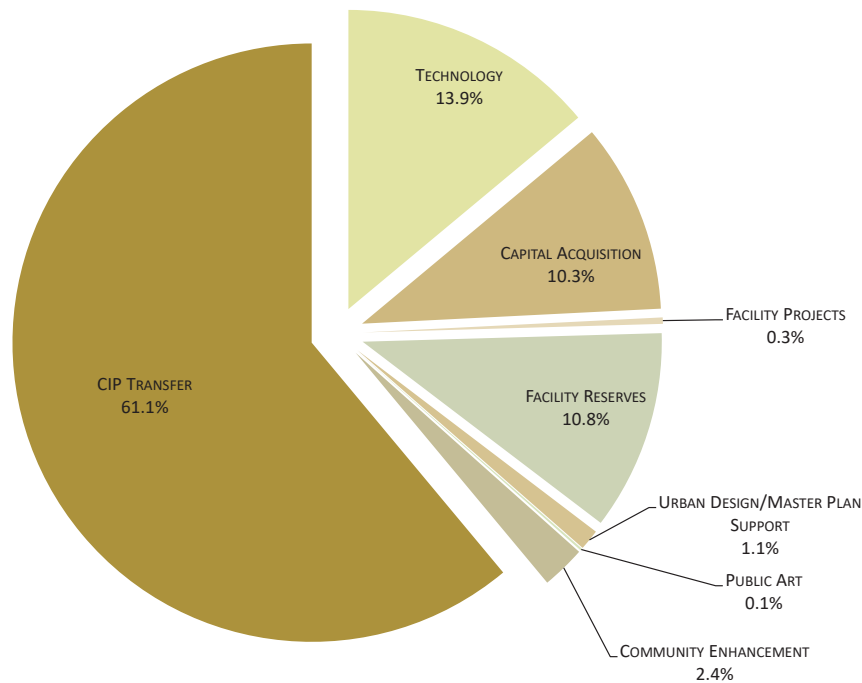


Figure 11: Strategic Initiative Fund expenditures by type, FY 2006 - 2021

safety equipment such as fire ladder trucks, an ambulance, and a portion of the outdoor warning system. Figure 11 shows the uses of the SIF since its inception.

The beginning SIF fund balance is \$7,543,073. For FY 2022, we are proposing a transfer from the General Fund of \$6,000,000.

For FY 2022, the following projects are adopted in each of the categories:

**Infrastructure Maintenance Funding.** With current assets exceeding 937,000 square feet and including Champions Club, a preventative maintenance and repair program is critical for proper facility management.

For FY 2022, we are proposing that \$1,000,000 be transferred from the SIF to the Facility Maintenance Fund. The purpose of this fund is to build capacity for future maintenance projects as we will have many needs to address as our facilities age.

**Community Enhancement Funding.** This category of funding is set aside to provide pay-as-you-go funding for initiatives which will enhance the quality of life or aesthetics of Southlake. This year’s budget proposes expenditures of \$200,000 in this category, to address the following projects:

- Southlake 2035 initiatives
- Parkwood Property site improvements

**Capital Acquisition Funding.** The SIF is often used to provide cash funding for capital equipment or projects. For FY 2022 we are proposing to transfer \$6,500,000 from the SIF to the Capital Improvements Program for the purpose of building infrastructure. This cash funding will limit the need for the City to issue bonds for General Fund CIP projects in FY 2022. Recall we have used cash funding for the CIP as a way to reduce and

limit debt since FY 2015. This year’s budget proposes additional expenditures of \$443,462 in this category, to address the following capital purchases:

- Tanker Truck (Fire Department)
- Self-contained breathing apparatus (SCBA) air compressor and bottle fill station
- Vehicle rescue strut system

**Technology.** To support the concept of high-performance management and strong service delivery, Council identified a strategic corporate objective to “optimize the use of technology.” The Strategic Initiative Fund has traditionally covered the cost of high impact technology solutions for the City. Examples have included enterprise software, technology tools to enhance customer service or efficiency, disaster recovery infrastructure enhancements, and a transparency initiative, just to name a few.

Council established a Technology Infrastructure and Security Fund to ensure sustainable funding that recognizes ongoing technological change and advancement. For FY 2022, we are proposing to transfer \$500,000 to this fund to cover certain technology expenses.

The total adopted expenditures for the Strategic Initiative Fund for FY 2022 total \$643,462. Transfers to other funds total \$8,000,000. This leaves \$4,909,111 of the available funds unallocated. Figure 12 shows SIF expenses by category for FY 2022.

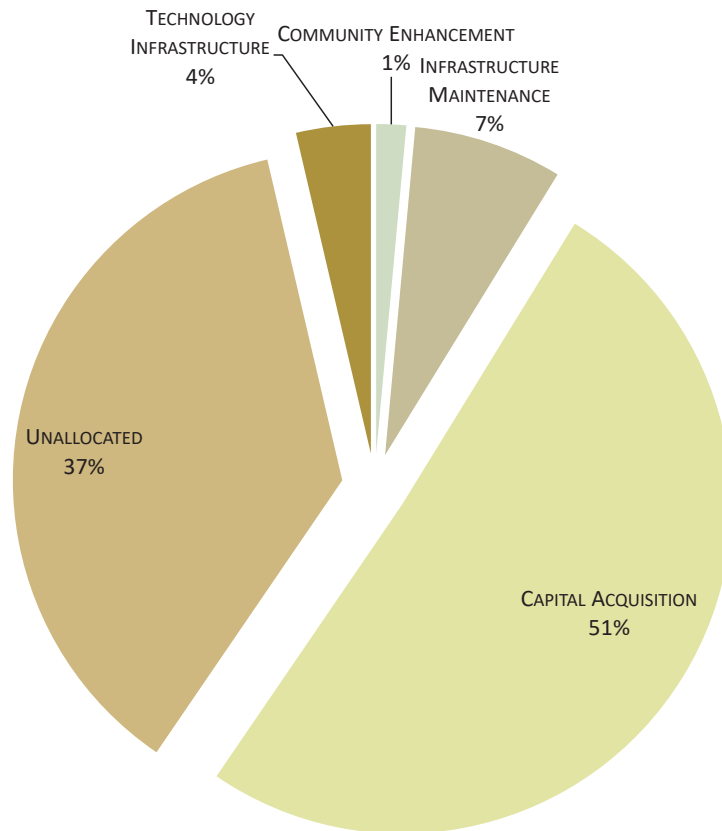


Figure 12: Strategic Initiative Fund expenses by category, FY 2022

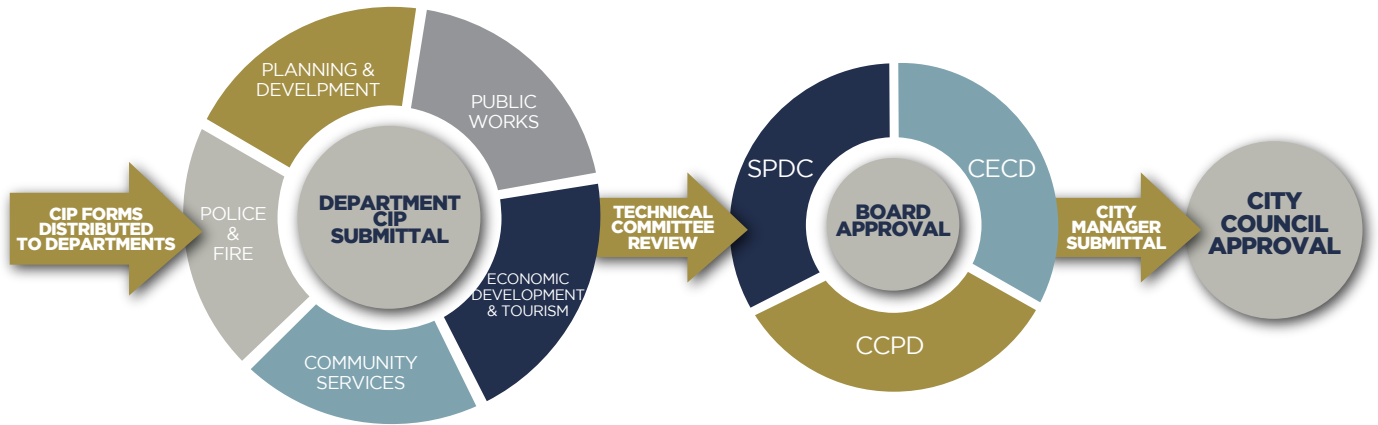


Figure 13: Capital Improvements Program (CIP) development and approval process

## CAPITAL IMPROVEMENTS PROGRAM

The adopted FY 2022 to FY 2026 Capital Improvements Program (CIP) is also submitted for City Council’s consideration.

The CIP supports the City of Southlake’s strategy because projects included for FY 2022 through FY 2026 “provide travel convenience within the city and region,” and “provide attractive and unique spaces for enjoyment of personal interests.” The CIP is also an “investment of city dollars to provide and maintain high quality public assets.”

The CIP establishes a five-year funding schedule for the purchase, construction or replacement of physical assets of the City. Capital improvements typically have a useful life of over ten years and a value greater than \$10,000. The first year (FY 2022) of the CIP is called the Capital Budget and is appropriated in the same manner as the annual operating budget. Projects approved for subsequent years (FY 2023 through FY 2026) are approved for planning purposes only and do not receive expenditure authority until they are part of the Capital Budget.

The CIP Technical Committee, which is comprised of the Assistant City Manager and Department Directors, began the process of evaluating CIP project requests in April to allow adequate time for the CIP to be developed in conjunction with the annual budget. By reviewing the CIP in conjunction with the budget, City Council will be able to evaluate capital needs as part of overall budget considerations, such as operating impacts.

### DID YOU KNOW?













100% of the projects included in the FY 2022 Capital Budget address a Southlake 2030 or Southlake 2035 recommendation.

The review of CIP projects by the committee involved the following process. First, the CIP request forms are distributed to the appropriate departments. The request forms are subsequently completed by the responsible departments and submitted to the committee, which then begins the process of evaluating the various requests. The committee’s role includes:






1. Reviewing the CIP project requests for accuracy.
2. Determining if projects can be consolidated in order to reduce project costs.
3. Scoring each CIP project request based on a standardized form.

Once scored, each CIP project was ranked in the appropriate funding category. The resulting ranked project list was then reviewed by the committee to ensure that there were no obvious flaws in the ranking system.

General Fund projects for FY 2022 total \$13.17 million and include projects shown in the table below:





FY 2022 CAPITAL BUDGET - GENERAL FUND		
Project		Amount
North White Chapel Boulevard - Emerald to Highland		\$500,000
Citywide Pathway Improvements		\$200,000
Street Rehabilitation Required by Pavement Management Application (PMA)		\$1,415,000
Street Rehabilitation Participation Program (Joint Project with Tarrant County)		\$368,000
North White Chapel Boulevard - Emerald to FM 1709		\$200,000
FM 1709 Deceleration Lanes at Byron Nelson and Southridge Lakes		\$200,000
FM 1938 at West Continental Boulevard Intersection Improvements		\$400,000
Kirkwood Boulevard Intersection Improvements and Urban Enhancements		\$500,000
Creekside Drive Drainage Improvements		\$450,000
Municipal Service Center & Public Safety Training Tower Project		\$8,000,000
FM 1709 and Pearson Lane Intersection Improvements		\$840,000
Mustang Court Industrial Area Access Improvements		\$50,000
Americans with Disabilities Act (ADA) Citywide Improvements		\$50,000

Utility Fund projects for FY 2022 total \$8.1 million and include projects shown in the table below:

FY 2022 CAPITAL BUDGET - UTILITY FUND		
Project		Amount
Water and Wastewater System Risk and Resiliency Improvements (AWIA / SB3)		\$750,000
Interconnection with City of Colleyville		\$100,000
Water Quality Improvements - Install Residual Control Systems in the City's Ground Storage Reservoirs (3)		\$500,000
Municipal Service Center & Public Safety Training Tower		\$6,500,000
Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I)		\$278,000




The capital budgets for many of the special CIP funds, such as impact fee funds, provide supplemental funding for General Fund or Utility Fund projects.

The Roadway Impact Fee Fund will fund projects totaling \$960,000, including those shown in the table below:




FY 2022 CAPITAL BUDGET - ROADWAY IMPACT FEE FUND		
Project		Amount
City Roadway Intersection Capacity Improvements		\$200,000
Continental Boulevard and South Peytonville Avenue Intersection Improvements		\$500,000
FM 1709 and Pearson Lane Intersection Improvements		\$120,000
Shady Oaks Dr and West Highland Intersection Improvements		\$140,000






The Water Impact Fee Fund will fund projects totaling \$605,000, including those shown in the table below:

<b>FY 2022 CAPITAL BUDGET - WATER IMPACT FEE FUND</b>	
<b>Project</b>	<b>Amount</b>
12" Water Line at the intersection of North Peytonville and Raven Bend 	\$200,000
Water System Improvements -- 5.0 MG Ground Storage Tank #2 at T.W. King Pump Station #2 	\$300,000
System Capacity Improvements (Water) - Future Projects 	\$105,000








The Sanitary Sewer Impact Fee will fund projects totaling \$397,000, including those shown in the table below:

<b>FY 2022 CAPITAL BUDGET - SANITARY SEWER IMPACT FEE FUND</b>	
<b>Project</b>	<b>Amount</b>
East Highland/Kimball 8-inch Sewer Line 	\$100,000
Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I) 	\$222,000
System Capacity Improvements (Sewer) - Future Projects 	\$75,000



Southlake Parks Development Corporation capital budget provides \$4,000,000 for the ongoing design and development of the City’s park system, and dollars for the matching fund program.

<b>FY 2022 CAPITAL BUDGET - SOUTHLAKE PARKS DEVELOPMENT CORPORATION</b>	
<b>Project</b>	<b>Amount</b>
Parks Land Acquisition 	\$1,500,000
Bicentennial Park 	\$1,250,000
Southlake Sports Complex 	\$1,250,000



The Storm Water Utility Fund capital budget includes project funding in the amount of \$2.7 million, including the projects shown in the table below:

FY 2022 CAPITAL BUDGET - STORM WATER UTILITY FUND		
Project		Amount
Sanitary Sewer Infrastructure Erosion Protection		\$2,000,000
Drainage Improvements at North Peytonville Avenue near the intersection with Raven Bend		\$50,000
Gateway Lakes Park Drainage Improvements & Bridge Replacement		\$450,000
Creekside Drive Drainage Improvements		\$50,000
Morgan Road Drainage Improvements		\$50,000
Drainage Basin Enhancements		\$50,000
System Capacity Improvements (Storm Water) - Future Projects		\$50,000


The Park Dedication capital budget provides \$480,000 from park dedication fees on new development.

FY 2022 CAPITAL BUDGET - PARK DEDICATION FUND		
Project		Amount
Bob Jones Nature Center & Preserve Barn		\$230,000
Gateway Lakes Park Drainage Improvements & Bridge Replacement		\$250,000


The Crime Control and Prevention District Fund capital budget includes project funding in the amount of \$1,000,000 million, including the projects shown in the table below:

FY 2022 CAPITAL BUDGET - CCPD FUND		
Project		Amount
Emergency Operations Center Relocation		\$700,000
Municipal Service Center & Public Safety Training Tower		\$410,000


The Community Enhancement and Development Corporation capital budget includes project funding in the amount of \$1,000,000, including the project shown in the table below:

<b>FY 2022 CAPITAL BUDGET - CEDC FUND</b>	
<b>Project</b>	<b>Amount</b>
Champions Club Finish-Out 	\$1,000,000

Though no longer collecting revenue, the Red Light Camera Fund capital budget includes \$100,000 from fund balance for the following project:

<b>FY 2022 CAPITAL BUDGET - RED LIGHT CAMERA FUND</b>	
<b>Project</b>	<b>Amount</b>
Corridor Safety Improvements 	\$100,000

The Public Art capital budget provides \$100,000 to fund public art initiatives.

<b>FY 2022 CAPITAL BUDGET - PUBLIC ART FUND</b>	
<b>Project</b>	<b>Amount</b>
Public Art Program 	\$100,000

The five-year plan does not address all identified projects. There are \$328,412,323 in master plan project costs that are shown as beyond the five-year planning period.

Previous budgets have included Hotel Occupancy Tax (HOT) Fund transfers to the CIP to establish seed money for a Visitors Information and Amenity Center. Currently, this project fund totals \$1,200,000 million. No transfer is planned for FY 2022 due to the economic recovery of the tourism industry impacting the HOT fund.



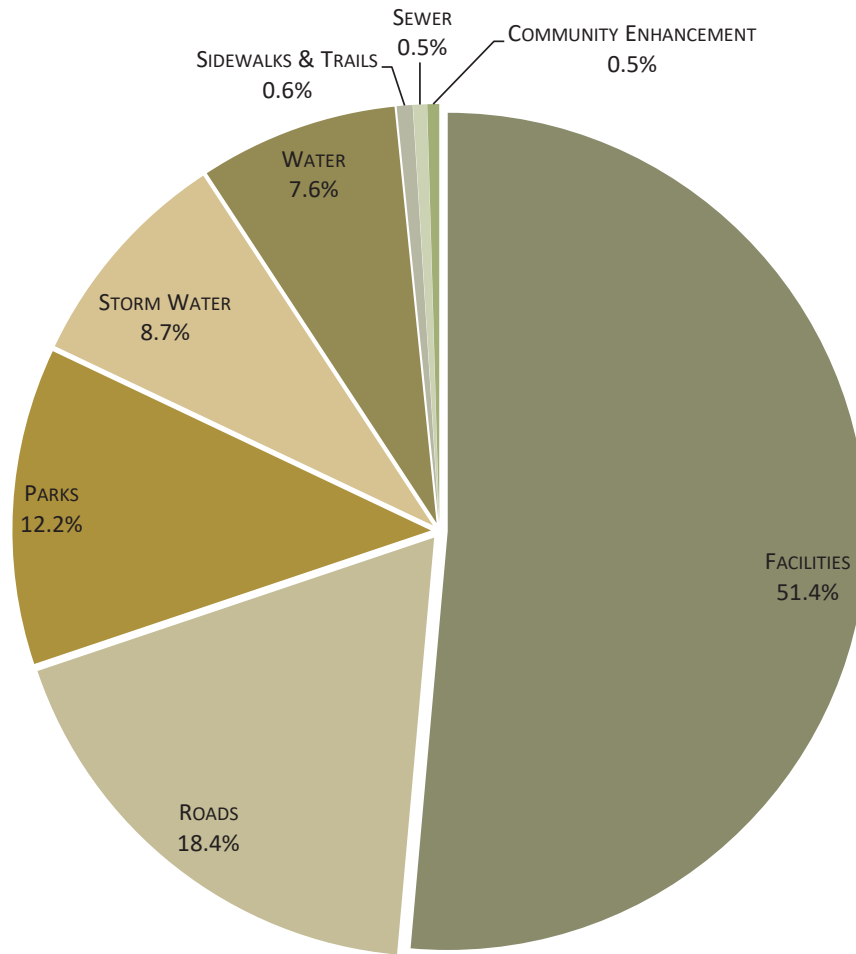


Figure 14: FY 2022 Capital Improvements Program - allocation by project type

### DID YOU KNOW?

The City will use cash to fund 56% of General Fund capital needs. For FY 2022, \$7.7 million in cash will be used to pay for a portion of these capital projects, reducing the debt burden for property tax payers.

## SUMMARY

The FY 2022 adopted budget has been developed in adherence to the City’s established financial principles and with the City’s strategic goals in mind. It implements many of the recommendations of Southlake 2030 and 2035. It provides tax relief, as well as high quality service delivery for ongoing programs and services. It implements initiatives to provide for long-term financial sustainability, including aggressive debt management. It addresses employee compensation and benefits to ensure that Southlake continues to be an employer of choice. Multi-year financial planning has guided the development of this budget. The staff is looking forward to beginning the new fiscal year with its new opportunities.

Respectfully submitted,

*Shana K. Yelverton*

Shana K. Yelverton  
City Manager





# BUDGET OVERVIEW

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022



# **GUIDE TO THE BUDGET DOCUMENT**



## BUDGET 101

A former world leader once said, “It’s clearly a budget. It has a lot of numbers in it.” And while that’s a true statement about this budget document, it should be noted that each of these numbers has purpose and meaning behind it. The annual budget serves as a policy document, a financial plan, an operations guide, and a communications device for the City. It is the foundation for the City’s allocation of resources toward high quality service delivery plans, targeted investments, and continued improvements. It also encapsulates incremental changes addressing service requirements and builds upon initiatives funded in prior years, while establishing new direction for programs.

This section explains the meaning behind the numbers which are presented in subsequent chapters. It gives perspective to the City’s budgeting process, basis of budgeting and accounting, how the budget is amended, and the fund accounting system. All of these components, combined with the City’s Strategic Management System make up the primary foundation for every City of Southlake budget document.



## BUDGET SECTIONS

The Budget Document is arranged in 17 sections that are separated by their respective tabs. Below is a brief description of the materials found in each of the sections.

- **Transmittal Letter** - The Transmittal Letter is written to the City Council by the City Manager and provides a high-level preview of the City Manager’s adopted budget. It contains information including the adopted tax rate and adopted fund summaries as well as overviews of the departmental plans. The letter helps tie together the core elements which make up the adopted budget and illustrates how those elements further the City’s goals found within the Strategic Management System.
- **Budget Overview** - This section helps explain the meaning behind the numbers presented in subsequent chapters. It gives perspective to the City’s budgeting process, basis of budgeting, fund accounting system, and an explanation of factors included in budget development.
- **City Profile** - This section of the budget document offers a quick, effective visual of the City’s financial condition. We believe the ability to monitor and evaluate the financial condition of a local government is critical to that government’s successful, prosperous future. Recognizing that trends can provide early warning signals, staff regularly monitors numerous financial indicators. A list of Council members, an organizational chart, location and a history of the City is also provided in the City Profile.
- **Strategic Direction** - This section provides information about the City’s Strategic Management System. Several years ago the City adopted the SMS, which drives the way the City conducts its business. The department directors contribute to the SMS by developing a department business plan and aligning their yearly budget proposals to that plan.
- **City Department Overview** - This section provides an overview of the various departments and divisions of the City via department highlights, strategy maps, scorecards and goals. This section is intended to give the reader an understanding of the core services each department provides as well as performance data related to those services.

- **Fund Summaries** - This section provides an analysis of each separate fund including revenues, expenditures and fund balance. For comparative purposes, the immediately preceding fiscal year's audited figures are illustrated, as well as current year budget, revised current year and adopted budget for the impending fiscal year.
- **General Fund Expenditures** - This section provides the General Fund Summary. The General Fund is the City's principal operating fund which is supported by taxes, fees, and other revenues that may be used for any lawful purpose. This fund accounts for all activity not specifically accounted for in other funds and includes funding for operations such as police, fire, engineering, planning, finance and administration.
- **Strategic Initiative Fund** - This section provides information about the Strategic Initiative Fund. This fund was created in 2005 for the purpose of taking General Fund balance reserves in excess of the City identified optimal fund balance level and using them for one-time expenditures for high-impact projects such as infrastructure maintenance, community enhancement, technology and capital acquisition.
- **Facility Maintenance Fund** - This section provides information about the Facility Maintenance Fund. The purpose of this fund is to build capacity for annual or future maintenance projects as we will have many needs to address as our facilities age. The Strategic Initiative Fund has provided regular transfers for this fund, an important element of our budget given the size and complexity of the City's facility infrastructure.
- **Technology Infrastructure & Security Fund** - This section provides information about the Technology Infrastructure & Security Fund. This fund was created in 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments.
- **Economic Development and Investment Fund** - The Southlake 2035 Economic Development & Tourism Strategic Plan includes the following as recommendation 4.3: "Southlake should establish a fund to use to attract and retain employers, as well as to help retain and expand existing businesses." This fund was created in 2013 for that purpose.
- **Utility Fund** - This section provides the Utility Fund Summary. The Utility Fund is an enterprise or business fund. This means that the direct beneficiaries of the "business" pay for all costs through fees or rates. Water, sewer service, and solid waste service revenues generated through our rates, as well as the expenses for providing these services are accounted for in the Utility Fund.
- **Vehicle Replacement Fund** - This section provides a fund summary and detailed spending plan for funds to manage the purchase of vehicles for the City's fleet. The establishment and funding of the vehicle replacement program was designed to even out expenses for the City's fleet from year to year and provide a logical method for purchasing and retiring vehicles.
- **Debt Service Funds & Debt Schedules** - This section provides a summary of the annual principal and interest payments for all outstanding bonded debt and capital leases. Also included are some fast facts about the City's use of debt and how that debt is funded both through property tax revenue and through dedicated, self-supporting revenue streams such as sales tax revenues for park development.
- **Special Revenue Funds** - This section provides a detailed spending plan for funds generated from the proceeds of specific revenue sources that are legally restricted for certain purposes.
- **Capital Improvements Program** - A Capital Improvements Program is for the purchase, construction or replacement of the physical assets of the City. This section includes a listing of adopted projects for the capital budget as well as projects that are planned for implementation over a five-year period.
- **Appendix** - This section includes a list of acronyms, a budget glossary, Southlake's financial policies and frequently asked questions. Also included is a personnel schedule, tax rate allocation information and the Financial Wellness component of the Southlake 2030 Sustainability Plan.

**BUDGET PROCESS**

How does the City of Southlake spend taxpayer money? It’s a simple question with a complex answer. What follows is a high-level explanation of the City of Southlake’s budget process.

The formal budget process in Southlake begins each January / February with a City Council work session designed to review the City’s strategy as it relates to the Strategic Management System (SMS) and make any changes necessary to ensure that the strategy still aligns with City Council and citizen priorities. To read more about the SMS, see the Strategic Direction section.

Using Council’s direction at this work session, staff begins working on their departmental work plans for the upcoming fiscal year. The initiatives in these plans determine what budgetary requests are necessary to meet service level needs. Once each department has finalized its own plan, and it has been approved by the City Manager, staff prepares their departmental budget requests which are also submitted to and reviewed by the City Manager. For more information about the City’s organizational structure, see the Strategic Direction section of this book.

The Charter of the City of Southlake mandates that a adopted budget be filed by the City Manager with the City Secretary’s Office no later than August 15th for the new fiscal year beginning October 1. Following filing, the City Council begins their review leading up to budget adoption in September.

When filed with the City Secretary’s Office on August 15th, the budget presents in summary form the revenues and expenditures from each of the City’s funds. From there it is discussed during City Council work sessions and then formally presented by staff during public hearings at regularly scheduled City Council meetings.

**HOW THE BUDGET IS AMENDED**

The City of Southlake Charter Sections 9.20 through 9.25 defines the process for budget amendments (see Appendix). To meet these charter requirements, budget amendment requests, if necessary, are evaluated and processed each year and presented to City Council for review and approval.

**CITIZEN INPUT AND COMMUNICATION**

The process leading to the budget adoption is participatory and includes a communications plan that encourages input from citizens, boards and commissions, City departments, and the City Council.



FIGURE 1: FY 2022 BUDGET CALENDAR

The communications plan includes:

- Public hearings;
- Live, televised coverage of City Council work sessions, meetings and public hearings;
- Presentations to City boards and commissions;
- Access to all volumes of the Adopted and Adopted budgets through the Southlake Public Library system; and,
- Internet access to all budget documents and videos of public meetings at [www.CityofSouthlake.com](http://www.CityofSouthlake.com).



**HAVE A BUDGET COMMENT  
OR SUGGESTION?**

CONTACT THE CITY MANAGER'S OFFICE  
AT 817-748-8400 OR AT  
[TALKTOUS@CITYOFSOUTHLAKE.COM](mailto:TALKTOUS@CITYOFSOUTHLAKE.COM)

In addition to communication provided during the budget process, the budget is developed using feedback from the City's biennial Citizen Satisfaction Survey. In this survey residents tell the City what they think are the most important services and what they are most satisfied with. Using this information, the budget is developed to ensure that these service priorities are continually met. Figure 2 below shows the services rated with the highest importance in the last survey, conducted in 2019. The next survey will take place in October 2021, and be used in the development of the FY 2023 and FY 2024 budgets.

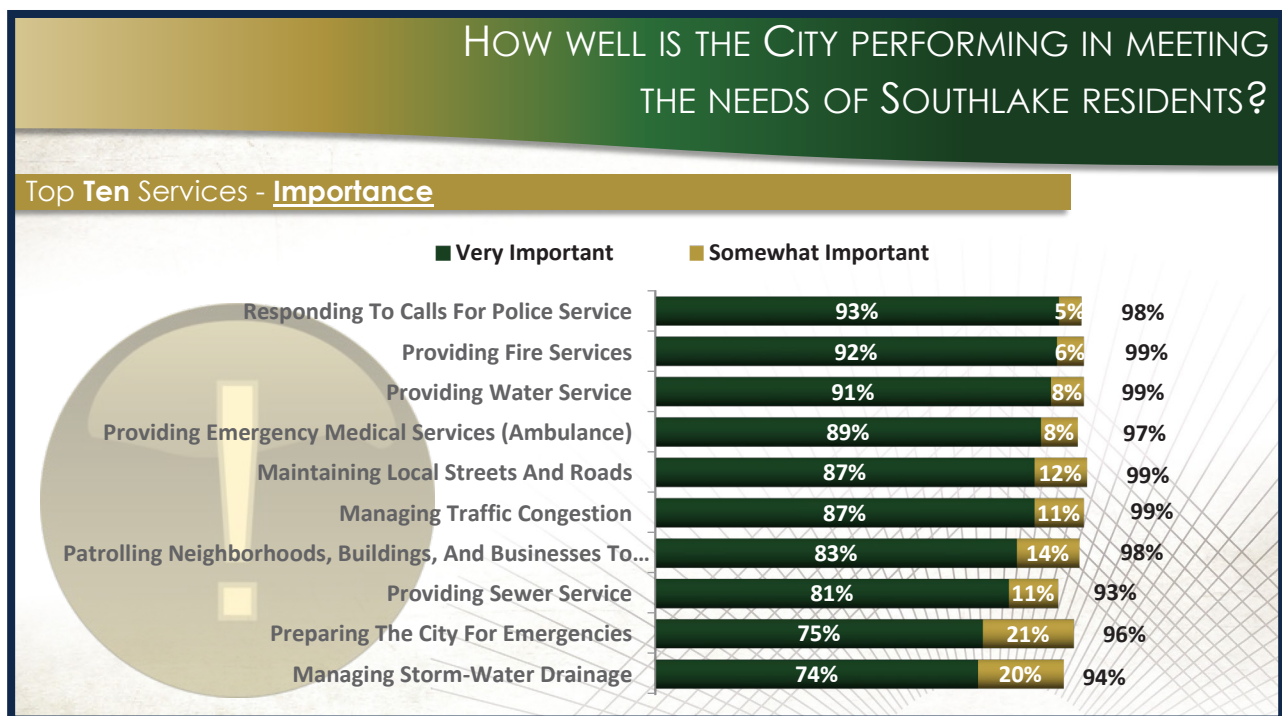


FIGURE 2: 2019 CITIZEN SURVEY TOP 10 MOST IMPORTANT SERVICES

## BASIS OF ACCOUNTING

The City of Southlake utilizes the modified accrual basis of accounting which is a method of accounting for revenues and expenses when earned or incurred instead of when cash is received or spent.

## BASIS OF BUDGETING

The City of Southlake's basis of budgeting for its major fund groups (General Fund, Utility Fund, Storm Water Utility Fund, Southlake Parks Development Corporation Fund, Crime Control & Prevention District Fund and Tax Increment Finance District Fund) and for all Special Revenue Funds is modified accrual, per the Generally Accepted Accounting Principles (GAAP).

Revenues are budgeted according to when they are both measurable and available. Revenues are considered to be available when they are collected within the current period, or soon enough thereafter to pay liabilities of the current period. The City considers property taxes, franchise taxes, licenses, and interest associated with the current fiscal period susceptible to accrual if they are collected within 60 days of the end of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received.

Expenditures are budgeted according to when the liability is incurred, regardless of the timing of related cash flow. The exceptions are debt service, compensated absences, claims and judgments, which are budgeted as expenditures according to when the payments are due. The City's basis of budgeting is the same as the basis of accounting, as reflected in the City's Comprehensive Annual Financial Report.

## FUND ACCOUNTING

Funds are unique to governmental type agencies. In the corporate world, "Funds" do not exist. The company receives revenues and writes checks to pay for its expenses and reports them for the company as a whole. Governments handle this process differently.

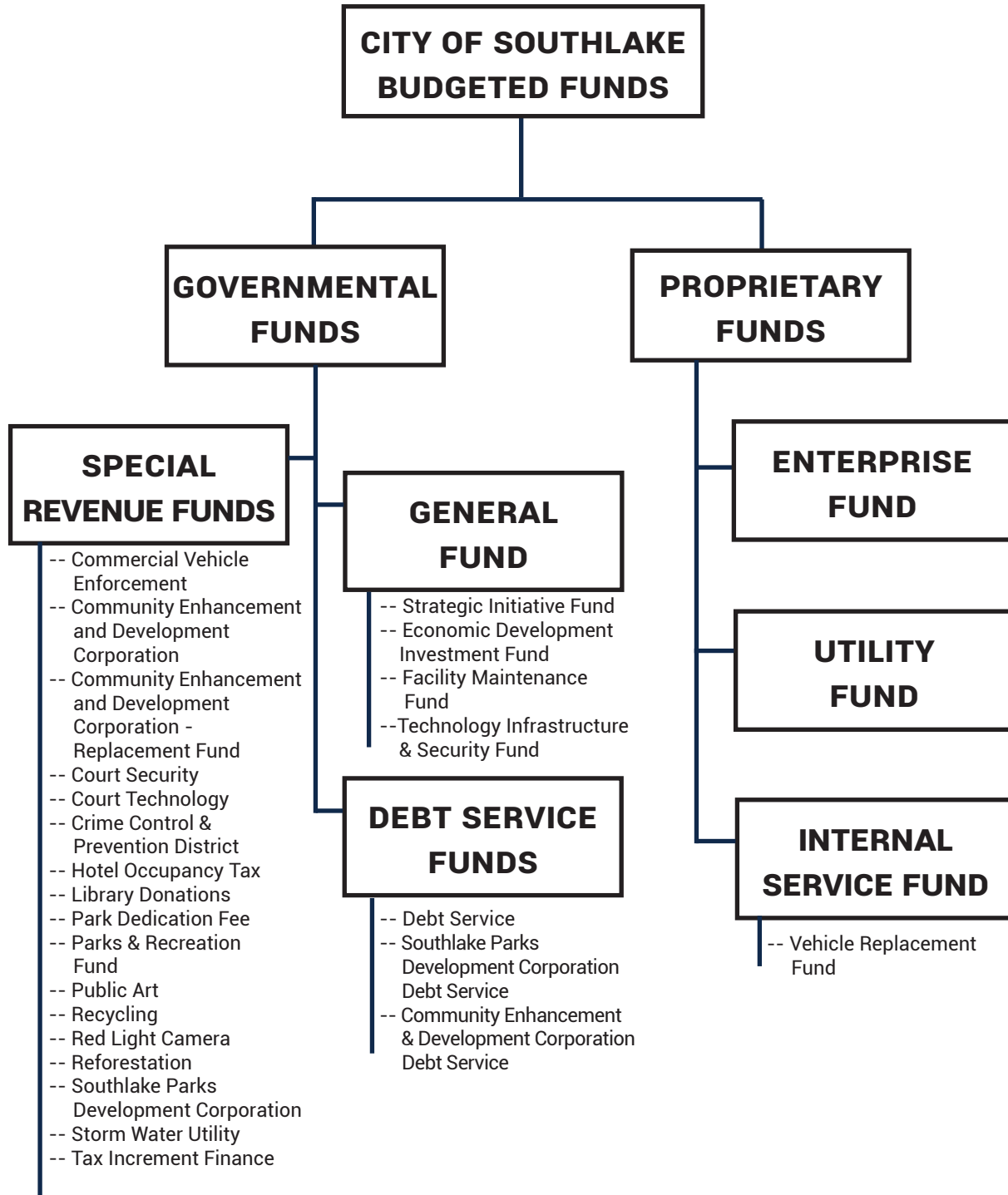
The City of Southlake has 54 funds with specific purposes which are defined by federal, state, or local laws. They include the General Fund which is used for general City operations, the Utility Fund which is used to support the City's water, sewer, drainage, and solid waste service, and a multitude of Special Revenue, Debt Service Funds, and Capital Project Funds. Simply stated, funds are set up like separate companies which must operate under specific parameters.

For example, the City receives \$0.02 of sales tax for every dollar spent in our city limits. One of those pennies goes to the General Fund and can be spent on general operating costs, like supplies, salaries, and general maintenance. The other penny is split between our Crime Control and Prevention District, the Community Enhancement and Development Corporation, and the Southlake Parks Development Corporation. These three units of the City of Southlake were voted on by the residents, but state law determines how that money is spent. The City can only use it for the purposes outlined in the original referendum presented to the voters, so the separate funds were set up to account for the revenues and expenditures of each unit.

In another example, the City receives proceeds from bonds issued for various projects. The Official Statement for a bond issue outlines how much money the City will receive, how that money will be repaid, and how the money can be spent. This document is legally binding on City officials and is enforced by federal, state, and local laws. If the Official Statement says we received \$12,000,000 for roadway improvements, City Council and management may not opt to spend it on equipment or supplies. The money is recorded in a Capital Project Fund for roadway improvements and can only be spent on roadway improvements.

# CITY OF SOUTHLAKE

## FUND STRUCTURE CHART



Although these examples are for three very specific funds, the same concept of expense restrictions applies to all 54 funds. As a result, reporting revenues and expenses for the City of Southlake includes 54 miniature financial statements in addition to a Citywide financial statement. It may appear that money is available to spend when in fact the majority of the money is restricted by law.

What follows is an explanation of the funds themselves and how they contribute to the overall budget.

- **General Fund:**

The City's principal operating fund, which is supported by taxes, fees, and other revenues that may be used for any lawful purpose. This fund accounts for all activity not specifically accounted for in other funds. It includes such operations as police, fire, engineering, planning, finance and administration. It is City policy to maintain an undesignated fund balance (reserves) for emergencies or unforeseen circumstances equivalent to 15-25% of planned expenses.

- **Strategic Initiative Fund:**

This fund was created in 2006 for the purpose of taking General Fund balance reserves in excess of the City identified optimal fund balance level and using them for one-time expenditures for high-impact projects such as infrastructure maintenance, community enhancement, technology and capital acquisition.

- **Economic Development Investment Fund:**

The Southlake 2035 Economic Development & Tourism Strategic Plan includes the following as recommendation 4.3: "Southlake should establish a fund to use to attract and retain employers, as well as to help retain and expand existing businesses." This fund was created in 2013 for that purpose.

- **Facility Maintenance Reserve**

The purpose of this fund is to build capacity for future maintenance projects as we will have many needs to address as our facilities age. The Strategic Initiative Fund (SIF) has provided regular transfers for this fund, an important element of our budget given the size and complexity of the City's facility infrastructure. For the upcoming fiscal year, we will continue our practice of transferring SIF money into this fund, but we are also budgeting expenses in the operating budget for facility projects.

- **Technology Infrastructure & Security Fund**

The Technology Infrastructure & Security Fund was created in 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments. In order to keep up with the increasing number and complexity of security threats, this fund also supports technology security projects and programs.

- **Utility Fund:**

The Utility Fund is an enterprise or business fund. This means that the direct beneficiaries of the "business" pay for all costs through fees or rates. Water, sewer service, and solid waste service revenues generated through our rates, as well as the expenses for providing these services are accounted for in the Utility Fund. As with the General Fund, prudent financial management and bond requirements make it necessary to have healthy reserves. Rather than stating the reserves as a percentage of operating expenses, it is stated as days of working capital. It is our goal to have no less than 60 to 90 days of working capital on hand.

- **Vehicle Replacement Fund:**

This fund accounts for the resources needed to manage the purchase of vehicles for the City's fleet. The establishment and funding of the vehicle replacement program was designed to even out expenses for the City's fleet from year to year and provide a logical method for purchasing and retiring vehicles.

- **Debt Service Fund:**

Although the Strategic Initiative Fund provides cash for pay-as-you-go capital projects, the City still must borrow to build needed infrastructure. As mentioned, a portion of the revenue generated by the property tax rate is allocated to support long-term bond projects through the Debt Service Fund. A Capital Improvements Program details the projects and costs for a five-year period and identifies future unfunded projects. The Debt Service Fund provides the needed money to build these projects.

- **Special Revenue Funds:**

These funds are general government funds where the source of revenue is dedicated to a specific purpose:

- **Commercial Vehicle Enforcement**

This fund accounts for fines collected from commercial vehicle violations. Use of these funds is restricted for commercial vehicle enforcement, per State law.

- **Community Enhancement and Development Corporation (CEDC)**

The Community Enhancement and Development Corporation was formed when Southlake voters approved the special levy of a 3/8 cent sales tax in 2015. The funds are dedicated toward the construction of Champions Club at The Marq Southlake, a community events and recreation facility. Funds are used to support operational expenses related to The Marq as well as special economic development projects.

- **Community Enhancement and Development Corporation - Replacement Fund**

The Community Enhancement and Development Corporation - Replacement Fund accounts for the resources needed to manage the purchase of replacement equipment and capital outlay at The Marq Southlake. The establishment and funding of the Community Enhancement and Development Corporation - Replacement Fund was designed to even out expenses for the Community Enhancement and Development Corporation from year to year and provide a logical method for purchasing and retiring needed equipment and capital outlay.

- **Court Security**

This fund accounts for a percentage of the monies collected from the payment of fines and forfeitures. Use of these funds is restricted for the purchase of court security items, per State law.

- **Court Technology**

This fund accounts for a percentage of the monies collected from the payment of fines and forfeitures. Use of these funds is restricted for purchase of court technology, per State law.

- **Crime Control and Prevention District (CCPD)**

The half-cent sales tax collection to fund the Crime Control and Prevention District began in April 1998, with the first sales tax check received in June 1998. State law provides that a district's initial life is limited to five years.



Voters may continue the district by approval of a referendum. In February 2002, Southlake voters approved the continuation of the CCPD for 15 years and in May 2015, voters approved the reduction of the sales tax to 1/8 cent, and in May 2017 voters reauthorized the CCPD through 2038. This fund has been used to build facilities for and to support the Southlake Police Department. This fund also supports the City's School Resource Officer Program.

- **Hotel Occupancy Tax**

The Hotel Occupancy Tax is authorized under the Texas Tax Code, Chapter 351. The City of Southlake adopted Ordinance No. 769 in February 2000, levying a 7% tax on room receipts. The tax on rooms is providing the revenues to the City in this category. The first expenditures from this fund were made in FY 2008. Use of these funds is restricted. Expenses must be authorized uses under the Texas Tax Code, Chapter 351.

- **Library Donations**

This fund accounts for library donations collected. Use of these funds is restricted for library purposes.

- **Park Dedication**

This fund accounts for dedication fees on new development. Use of park dedication fees is restricted to park improvements and primarily used for capital expenses.

- **Parks and Recreation Fund**

This fund accounts for resources restricted for event and other sponsorship funds collected through the City's sponsorship program.

- **Public Art**

The Public Art Fund was established to account for funding that is available for public art promotion, creation, and/or installation throughout the City of Southlake.

- **Recycling**

This fund accounts for an annual payment to the City made by the City's solid waste services provider, per the terms of the service contract.

- **Red Light Camera**

This fund accounts for funds collected from violations issued from the City's red light enforcement camera system. Funds collected by the City of Southlake as a result of violations/citations issued, must be used for traffic safety programs, per State law. Governor Greg Abbott signed a bill into law banning the use of red light cameras on June 1, 2019. Under the new law, the City's red light camera program immediately ceased operation.

- **Reforestation**

This fund accounts for monies derived from assessments related to the tree preservation ordinance and policies.

- **Southlake Parks Development Corporation (SPDC)**

The Southlake Parks Development Corporation was formed when Southlake voters approved the special levy of a half-cent sales tax in the mid-1990s. The half-cent, which generates about \$5 million per year, is dedicated toward the acquisition and development of Southlake’s park land. The specific projects are identified in the City’s Capital Improvements Program. State law permits these funds to be used for operational costs, as well as capital costs.

- **Storm Water Utility**

This fund accumulates dollars collected by the storm water utility fee paid monthly by the owners of all of Southlake’s developed properties. These fees provide a funding source for maintenance, repair, and construction of storm water facilities, and can only be spent for these purposes. The monthly storm water fee is the same for all residential dwelling units. Residential properties are charged \$8 per month for each dwelling unit that is on the property. Fees for non-residential properties are calculated individually in proportion to each property’s storm water runoff potential.

- **Tax Increment Finance District**

Tax Increment Reinvestment Zone (TIRZ) Number One or the Tax Increment Finance (TIF) District was created in 1997, with an effective beginning date of January 1, 1998. It was designed to encourage quality commercial development in the City. Incremental values subsequent to January 1997 are taxed at the City’s tax rate; however, 100% of the “captured” ad valorem revenues are utilized within the zone, rather than being allocated to the City’s overall budget. Overlapping taxing entities, including Tarrant County, Tarrant County College District, Tarrant County Hospital District, and the Carroll Independent School District have participated at varying levels as investors in TIRZ #1 by assigning their ad valorem tax dollars as well. These funds pay for public projects in Town Square, such as water, sewer and roads within the District. In 2018, TIRZ #1 was extended for an additional 20 years. This means that funds will continue to be collected on the incremental tax value and invested in the zone for an additional twenty years. The City of Southlake and Carroll ISD are the only participating entities with the 20 year extension.

## FUND BALANCE

It should be noted that each fund summary for all of the City’s funds ends with a line named “fund balance.” Fund balance is defined as, “The excess of an entity’s assets over its liabilities in a particular fund.” In other words, it is the balance that remains once the fund’s expenditures have been deducted from its revenues. In the City of Southlake, the amount of fund balance for each fund is dictated by different parameters. In the case of the General Fund and the Utility Fund, fund balance is defined in the City’s Statement of Financial Policies (see the Appendix). Balances for other funds are determined by other parameters such as bond covenants. Fund balance is a fundamental barometer of fiscal wellness and it is important to note that the fund balance for all funds meets every established requirement.



# BUILDING THE BUDGET

### OVERVIEW

Building a budget requires careful consideration of a number of environmental factors to ensure that it is structurally balanced. This section describes the key factors, growth assumptions, and priorities that are evaluated when developing the annual budget.

### CITY COUNCIL POLICY DIRECTION

City Council holds two strategic planning sessions with staff annually to discuss policy direction and strategic priorities. For FY 2022, the City Council prioritized financial principles for this budget as shown in Figure 3. These financial principles serve as a guide to staff during the development of the budget. A discussion of how these financial principles are implemented in this budget can be found in the Transmittal Letter.



Economic and fiscal wellness is a balance between today’s financial position and the financial needs of tomorrow. It is maintaining control over current reserves, debt and expenditures to ensure the City is able to meet the financial requirements of the future. In addition to the annual feedback from City Council, the City’s budget and policy direction is guided by adopted 2030/2035 Comprehensive Plans. These City Council adopted long-term plans are linked to new requests for the annual operating budget and the Capital Improvements Program. More information about these plans and how they impact operations can be found in the Strategic Direction section or at [www.Southlake2035.com](http://www.Southlake2035.com).

### FINANCIAL PRINCIPLES

- STRUCTURAL BALANCE
- TAXPAYER RELIEF
- STRONG NET REVENUES
- OPTIMUM FUND BALANCES
- LIMITED EXPENDITURE GROWTH
- MULTIYEAR SUSTAINABILITY
- AAA BOND RATING MAINTENANCE
- CASH FUNDING / STRATEGIC MANAGEMENT OF DEBT

FIGURE 3: FINANCIAL PRINCIPLES

It is also important to note that in 2015, the City Council adopted the Southlake 2030 Sustainability Plan, which works to protect and enhance the quality of life for present and future generations in Southlake through both environmental and financial sustainability. The priorities identified in this plan provide a map for the long term economic and fiscal wellness of the city. The plan recommendations can be found below in Figure 4. The full Economic/Fiscal Wellness section of the plan, which includes plan recommendations and financial modeling through 2035 can be found in the Appendix.



### SOUTHLAKE 2030 SUSTAINABILITY PLAN - ECONOMIC/FISCAL WELLNESS PRIORITIES

**EFW1: APPLY SOUND FINANCIAL POLICIES TO THE CITY’S BUDGET BY MAINTAINING STRUCTURAL BALANCE, STRONG RESERVES, CONSERVATIVE BUDGETING, EFFECTIVE ECONOMIC ANALYSIS AND UNDERSTANDING THE TRUE COST OF DOING BUSINESS**

**EFW2: APPLY DEBT MANAGEMENT STRATEGIES TO THE CITY’S BUDGETING**

**EFW3: FUND AND ADOPT ANNUAL CITY OPERATING BUDGET, CAPITAL PROJECTS AND EQUIPMENT THROUGH SOUND FINANCIAL POLICIES**

FIGURE 4: ECONOMIC / FISCAL WELLNESS PRIORITIES IDENTIFIED IN THE SOUTHLAKE 2030 SUSTAINABILITY PLAN

### CITY REVENUES AND RESOURCES

The City relies on many sources of revenues and the strategic use of reserves to fund services to the community at a stable and sustainable level. The largest revenue categories are ad valorem (property) and sales taxes, followed by franchise fees, charges for services, and usage fees.

#### Taxes

Taxes, both property and sales, imposed by a government for the purpose of raising revenue to support governmental activities, are distinct from fees in that a tax does not need to be levied in proportion to the specific benefit received by a person or property. The majority of the City’s tax revenues are received by the General Fund, the primary general purpose fund of the City. Taxes account for nearly 87% of revenues in the General Fund supporting many of the City’s most essential services such as police, fire, road maintenance, library and parks. In addition to funding the General Fund, a portion of the sales tax goes to funding the Crime Control Prevention District, Southlake Parks Development Corporation, and Community Enhancement Development Corporation as allowed by state law. More about each of these funds can be found in the Special Revenue Fund section of this book.

#### Fees

Service fees are another source of the revenue for the City. A diverse set of fees are charged to recover all or a portion of the City’s costs for providing a service or access to public property, or for mitigating the impacts of the fee payer’s activities on the community. Intended for cost recovery, a fee may not exceed the estimated reasonable cost of providing the service or facility for which the fee is charged. Due to this requirement and legal restrictions related to their expenditure, many City’s fees are accounted for in separate funds. By far, the largest source of fee revenue comes from the provision of water, wastewater and solid waste collection services. Other significant service fees include development related fees and impact fees. Impact fees are especially volatile as they are driven by specific requirements from development to mitigate the impact of new development on city infrastructure. As they are paid and received by developments, they express volatility. This is not a year over year issue however as they are restricted to the construction of new facilities or renovation and upgrade of existing facilities and not used for ongoing expenditures.

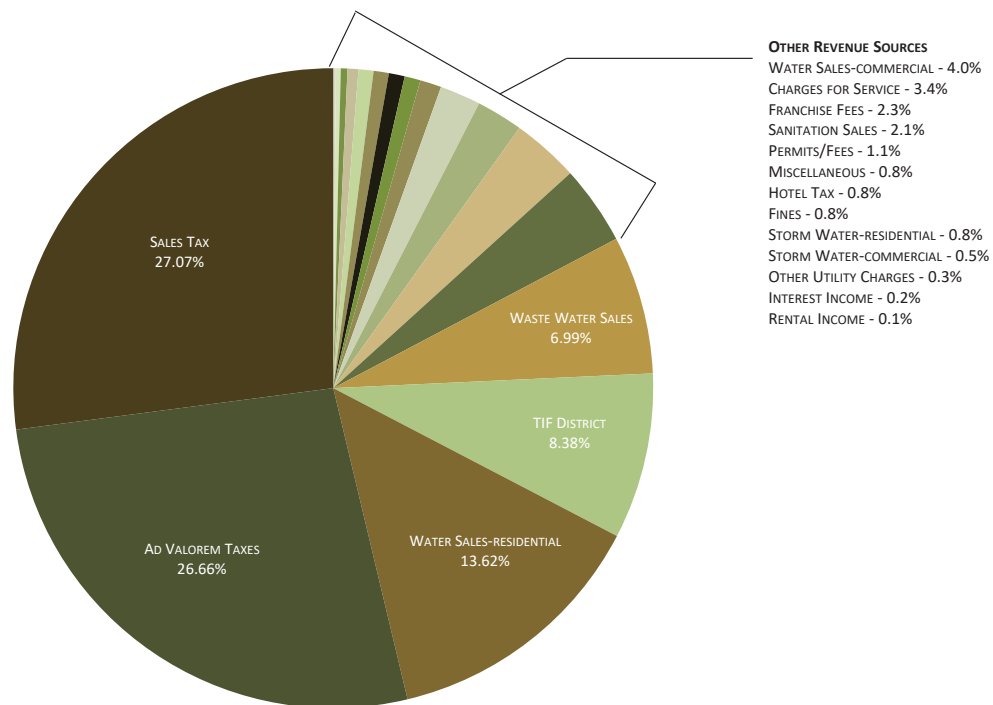


FIGURE 5: ALL FUNDS REVENUE BY SOURCE

### Forecast Revenues

Forecasting these key revenues correctly and conservatively is critical to ensuring the budget is balanced for the coming fiscal year and for the health of future budgets. In addition to preparing a forecast prior to the adoption of the annual budget, the City of Southlake continually forecasts throughout the year as trends in the market, economy, or other environmental factors are observed.

Major revenue assumptions in the forecast include the impacts of Senate Bill 2, the economic impacts of COVID-19, decline in permit revenues as the city reaches build out, and the cost to purchase water from Fort Worth. For the period of FY 2022 to FY 2026, major revenue growth rates were forecasted as follows:

FIVE YEAR FINANCIAL FORECAST REVENUE ASSUMPTIONS FY 2022 - FY 2026					
REVENUE	FY 2022 ADOPTED BUDGET*	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST
AD VALOREM TAX	4.3%	0.5%	0.5%	0.5%	0.5%
SALES TAX	1.5%	1.5%	1.0%	0.5%	0.5%
FRANCHISE FEES	3%	-1.4%	-2.5%	-3.0%	0.0%
PERMIT FEES	-1.0%	6.6%	9.0%	5.4%	-2.4%
OTHER REVENUES	7.0%	-1.0%	1.0%	1.0%	1.0%

\*Growth rates compared to the FY 2021 Estimate as of August 2021

FIGURE 6: FIVE-YEAR FINANCIAL FORECAST REVENUE ASSUMPTIONS FOR FY 2022 - FY 2026.

### PROVIDING CITY SERVICES

City expenditures fall into three broad categories: personnel, operations, and capital outlay. As a service delivery organization, salaries and benefits costs for personnel make up the majority of operating expenditures. The City of Southlake implements a number of strategies to manage the growth of expenditures.

#### Expenditure Growth

As a service delivery organization, personnel expenses make up more than 70% of the City's General Fund budget. Managing total compensation costs is a key component of long-term financial sustainability. To manage the growth of salaries, the City Council has set a policy to aim for Southlake's pay plan to compensate employees at the 60th percentile and the 80th percentile for public safety employees. This is just one strategy that the City uses to manage cost growth. The FY 2022 Adopted Budget contains several assumptions related to the rising cost of health care and other benefits.

Another strategy that the City uses to manage General Fund cost growth is to mirror the cost of existing services to the growth

CONSUMER PRICE INDEX (CPI) REPORTING LESS FOOD AND ENERGY FY 2021	
	CPI GROWTH
NOVEMBER	0.94%
JANUARY	1.58%
MARCH	2.51%
MAY	4.82%
<b>AVERAGE</b> (USED TO CALCULATE GENERAL FUND SERVICES GROWTH)	2.50%

FIGURE 7: CONSUMER PRICE INDEX BIMONTHLY REPORTING CHANGES FOR FY 2021 USED TO PROJECT FY 2022 GENERAL FUND GROWTH.

of the Consumer Price Index (CPI) for the Dallas/Fort Worth Area, less food and energy. This includes any contract increases, salary increases, or any expenses that relate to the current cost of doing business. Any expenses that are service enhancements or unfunded legislative mandates are not included in this self-imposed limit. The CPI used in the FY 2022 budget is shown in Figure 6. These are just some of the strategies that are used to manage expenses.

### Maintaining Optimum Fund Balances

Another important financial goal is ensuring the maintenance of optimum fund balances in operating funds, in accordance with City policy, which can be found in the Appendix. Maintaining proper reserves increases the organization’s ability to absorb or respond to temporary changes in the environment or circumstances, such as an unanticipated event or changes related to operating revenues. Per the Fund Balance Policy, the undesignated fund balance in the General Fund should range between 15% and 25% of operating expenses. For FY 2022, 25.41% of General Fund operating expenses are reserved for unanticipated or emergency needs.

### Forecast Expenditures

The City of Southlake conducts a five year forecast for the General Fund, Utility Fund, Hotel Occupancy Tax Fund, and sales tax funds. These forecasts reflect the annual projected expenditures required to sustain the current adopted level of service, meet debt obligations, and the obligations of the adopted Capital Improvements Program. In addition to forecasting using the assumptions shown in this section, the financial model conducts several scenarios to understand the health of the fund in the event of an impact on revenues. The forecast for the General Fund is shown in the chart below.

GENERAL FUND FIVE YEAR FINANCIAL FORECAST*					
FY 2022 - FY 2026					
REVENUE	FY 2022 PROPOSED BUDGET*	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST	FY 2026 FORECAST
REVENUES	\$49,563,909	\$50,251,098	\$50,620,291	\$50,874,089	\$51,089,355
EXPENSES	\$43,539,922	\$45,584,116	\$46,633,394	\$47,555,156	\$48,505,985
SURPLUS/ (DEFICIT)	\$6,023,987	\$4,666,982	\$3,986,897	\$3,318,933	\$2,583,370
NET TRANSFERS	(\$5,625,577)	(\$4,314,705)	(\$3,603,779)	(\$2,992,798)	(\$2,681,762)
RESERVES	\$11,062,268	\$11,414,545	\$11,797,663	\$12,123,798	\$12,125,406
RESERVES AS A % OF OPERATING EXPENSES	25.41%	25.04%	25.30%	25.49%	25.00%

\*Forecast is not a budget, but is a preliminary estimate of FY 2022 to FY 2026 financial results.

### Forecast Results

The FY 2022 to FY 2026 five year financial forecast indicates a structurally balanced budget, while aligning with the City’s financial principles. Under this forecast, the City of Southlake does not anticipate the need for service reductions to meet the needs of today’s service levels. This forecast is continually updated throughout the fiscal year to ensure continued accuracy of these projections.



**CHANGES FROM FY 2022 PROPOSED TO ADOPTED BUDGET**

Before adopting the budget, City Council may choose to change any aspect of the proposed budget, as long as the changes result in a balanced budget. A copy of the budget, as finally adopted, is filed with the City Secretary’s Office and the County Clerk of Tarrant County. The final budget is made available for the use of all departments, offices and agencies of the City, and for the use of interested persons, agencies, and civic organizations.

At first reading, the City Council directed staff to include an additional market adjustment for public safety employees to bring their compensation to the 80th percentile. The total impact of this change is \$292,987 across General Fund, Commercial Vehicle Enforcement Fund, Crime Control Prevention District Fund, and Court Security Fund. This change was made and presented on second reading, and is included in the adopted budget.

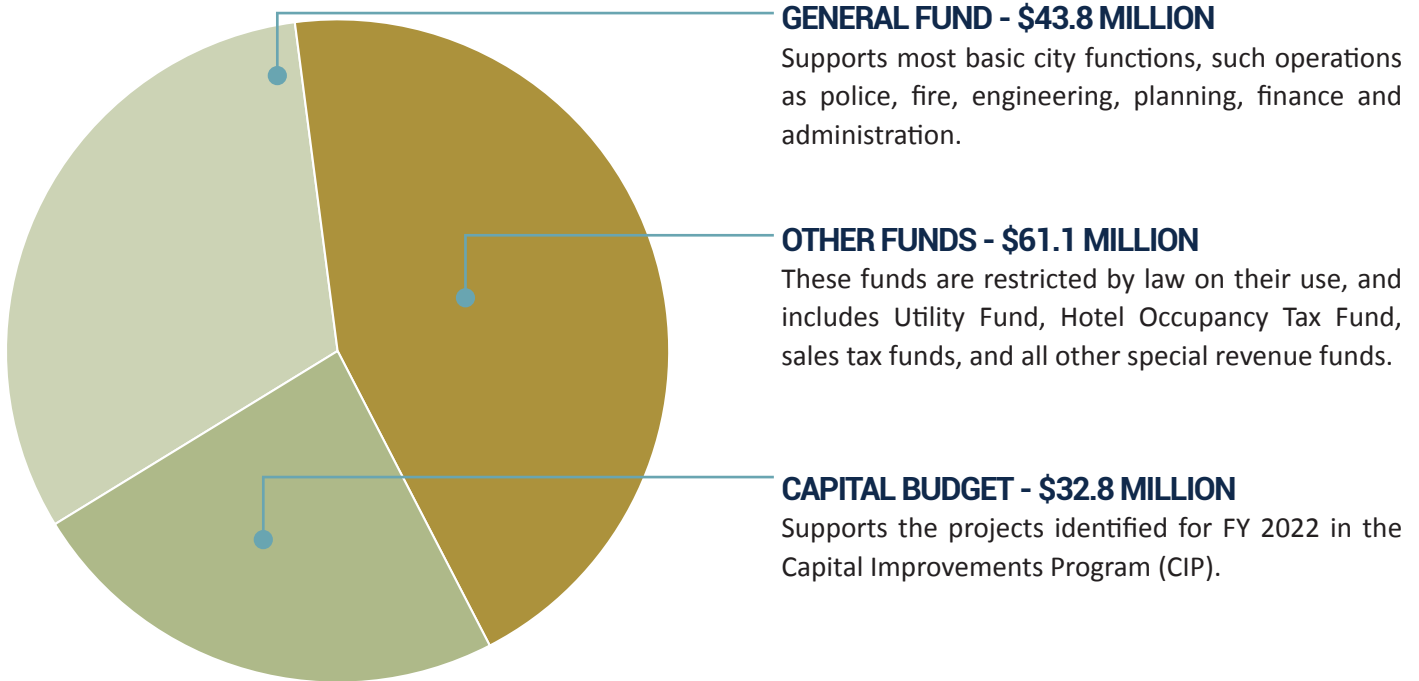


*FIGURE 8: FY 2022 BUDGET TIMELINE*

# BUDGET IN BRIEF

# FY 2022 ADOPTED BUDGET

## FY 2022 ADOPTED BUDGET - \$137.7 MILLION



## FY 2022 BUDGET FAST FACTS



### STRUCTURAL BALANCE

The FY 2022 adopted budget is a structurally balanced budget while maintaining alignment with our financial principles and without reducing service levels.



### TAXPAYER RELIEF

In FY 2022, the City of Southlake is proposing a 1.5 cent tax decrease. The tax rate decrease will complement the exemptions adopted by Council, including the 20% homestead exemption which is the maximum percentage allowed by State law.



### OPTIMUM FUND BALANCES

Maintaining proper reserves increases the organization’s ability to absorb or respond to temporary changes in the environment or circumstances, such as an unanticipated event or changes related to operating revenues. This budget provides for optimum fund balances in all funds.



### AAA BOND RATING

The City of Southlake maintains a AAA bond rating from by both Fitch Ratings and Standard & Poor’s. This is the highest possible rating given to a credit. Not only does it reinforce that the City has strong financial management tools, it also allows for favorable borrowing conditions when the time is right.



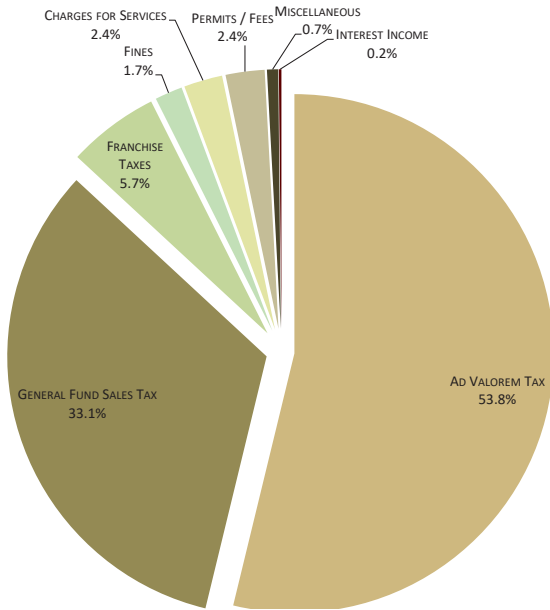
### CASH FUNDING OF CAPITAL PROJECTS

The FY 2022 Capital Budget is funded 74% with cash, reducing the need to borrow debt to fund capital projects. This is just one of the City’ strategies used to manage debt obligations.

## FY 2022 ADOPTED GENERAL FUND BUDGET

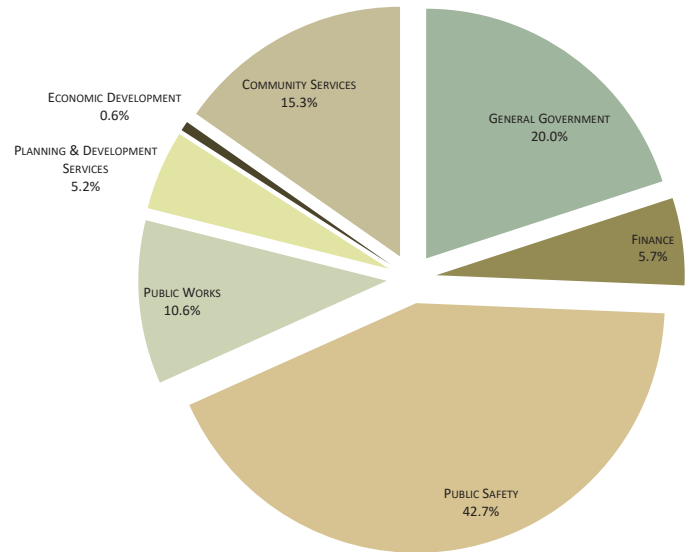
### GENERAL FUND REVENUES

General Fund revenues are largely made up of ad valorem taxes and general fund sales tax. In FY 2022, the General Fund anticipates revenues of \$49,563,909.



### GENERAL FUND EXPENSES

General Fund expenses support basic city services, with the largest portion going toward Public Safety. The FY 2022 General Fund budget by service area is shown in the chart below. The FY 2022 Adopted General Fund budget is \$43,789,728.



## FY 2022 FUNDING PRIORITIES



### \$6.03M FOR ROADS

This funding is in addition to the road maintenance that is included in the Streets operating budget.



### \$450K FOR SIDEWALKS

This funding is in addition to the sidewalk funding that is included with other capital projects.



### \$443K FOR FIRE SAFETY

Funding for fire safety equipment, including a self-contained breathing apparatus, tanker truck, and paratech vehicle rescue strut system.



### \$371K FOR POLICE EQUIPMENT

This budget proposes equipment replacement for police tasers, body worn cameras, and other equipment through the Crime Control Prevention District fund.



### \$5.3M FOR DRAINAGE IMPROVEMENTS

The Capital Improvements Program includes funding for drainage improvements in addition to funding included with other projects.



### NO SERVICE REDUCTIONS

This budget proposes no reduction to services, and returns many services to pre-pandemic levels.

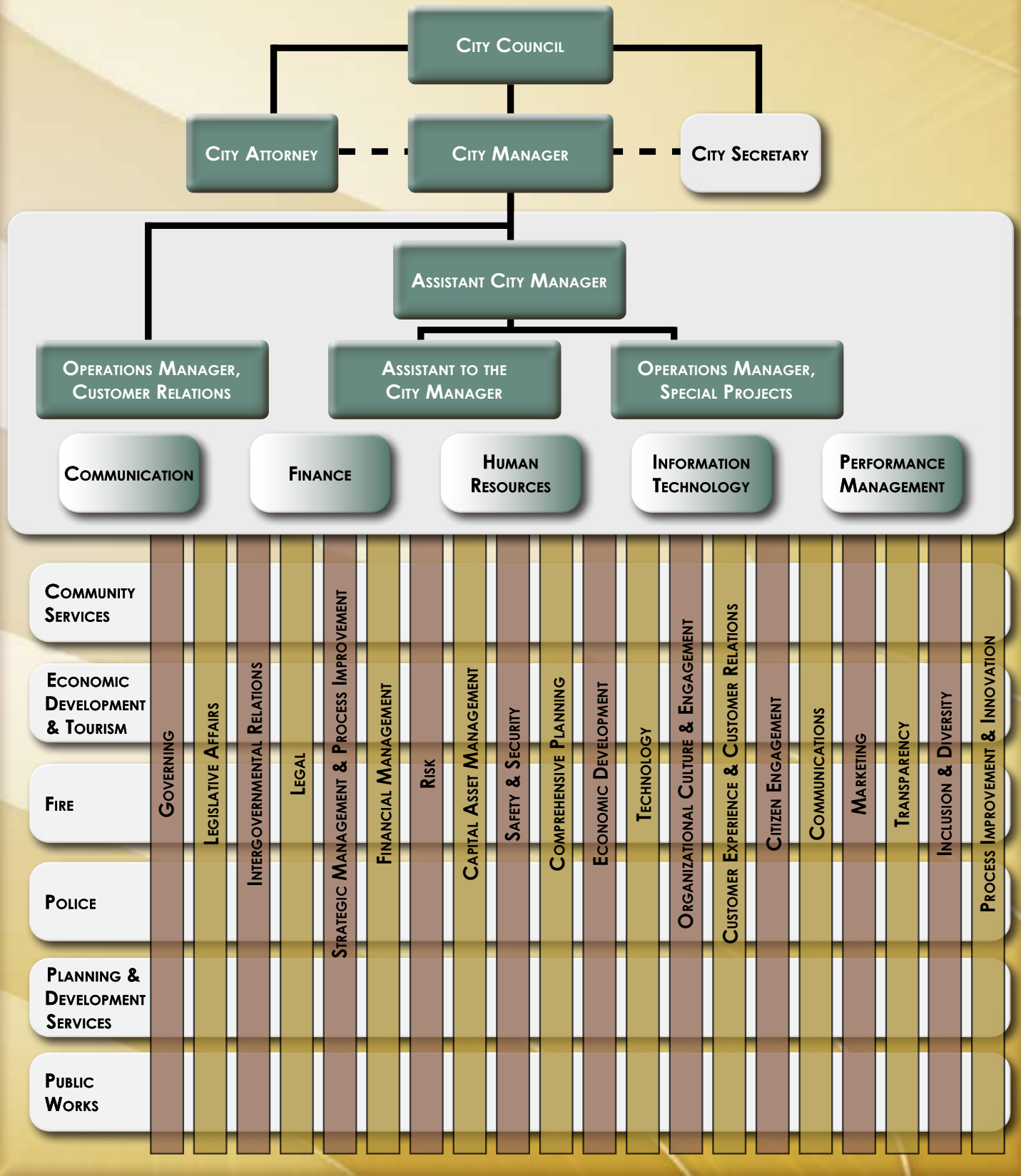




# CITY PROFILE

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

# CITY OF SOUTHLAKE ORGANIZATIONAL STRUCTURE





Place 1  
Kathy Talley



Mayor  
John Huffman



Place 2  
Randy Robbins



Mayor Pro Tem /  
Place 3  
Chad Patton

# SOUTHLAKE CITY COUNCIL



Place 4  
Ronell Smith



Place 5  
Amy Torres-Lepp

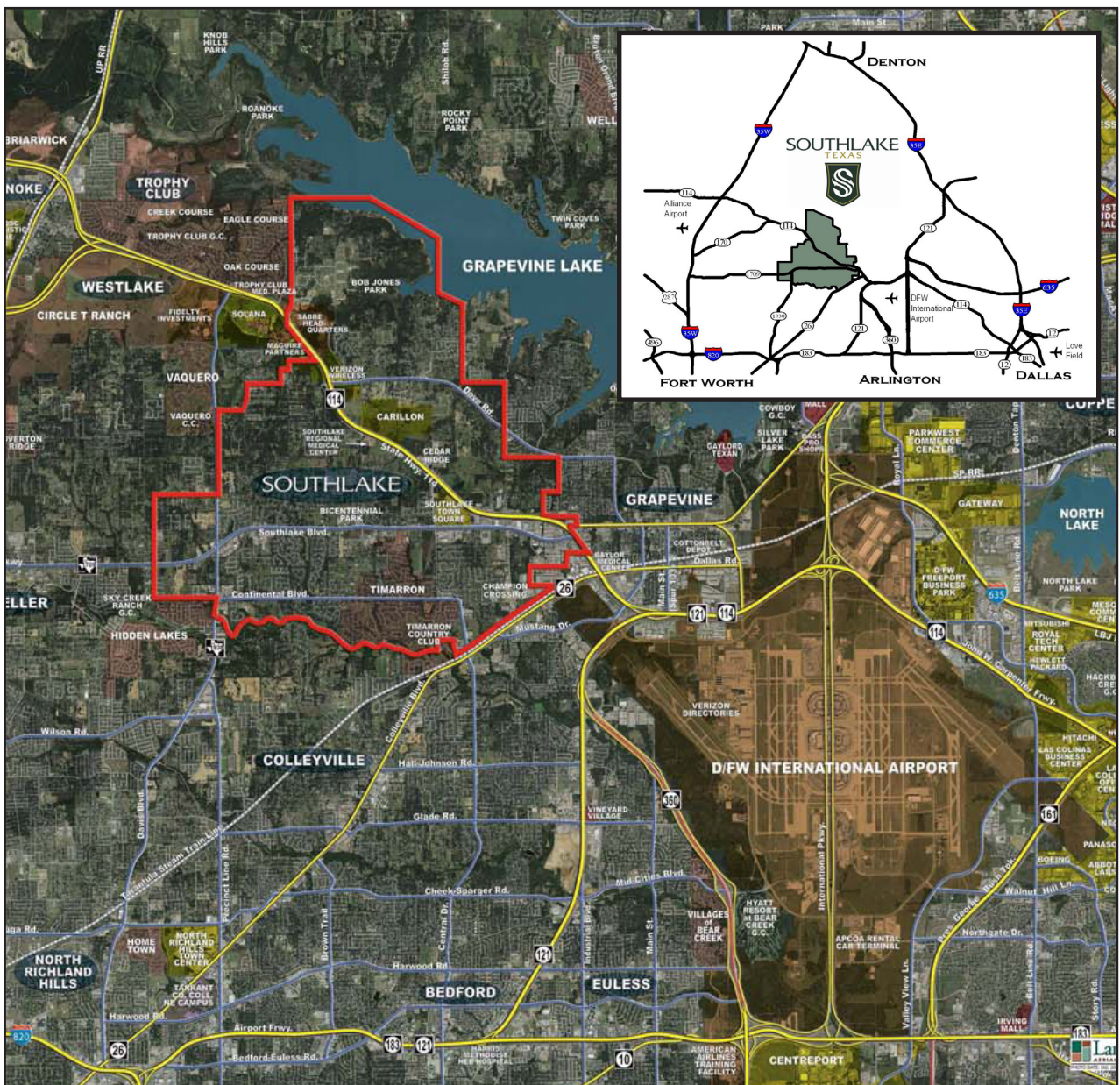


Deputy Mayor Pro  
Tem / Place 6  
Randy Williamson



Incorporated in 1956, the City of Southlake has developed a reputation for excellence in all facets of life and business. From master-planned neighborhoods and exemplary public schools to nationally renowned businesses and award-winning mixed-use developments, Southlake has become synonymous with first-class development and quality of life. Southlake has consistently been ranked as one of the best places to live by *D Magazine* and *Fort Worth Magazine*. The *Dallas Business Journal* reported on a 2012 quality of life study by *On Numbers* in which Southlake was listed as the top DFW city and third among 1,145 cities throughout the southern United States. In 2015, the *Dallas Morning News* reported Southlake as one of the top ten Best Neighborhoods in DFW. In 2021, Southlake was named one of the best places to raise a family in Texas, as well as one of the best places to live by Niche.com. Also in 2021, Southlake was named the safest city in Texas by MoneyGeek.com.

Southlake is predominantly served by Carroll ISD, consistently rated for excellence in academics by the Texas Education Agency. Enrollment at the school's 11 campuses is just under 8,500 students – 98 percent of which will enroll in college. Equally exceptional in athletics and extra-curricular activities, the Southlake Carroll Dragons have gained a national reputation for all-around excellence.



In addition to stellar school systems, residents and businesses have come to enjoy the many shopping and dining opportunities developed in recent years. At the heart of both community and commerce is Southlake Town Square. The internationally acclaimed mixed-use development includes a wide variety of upscale shopping and dining options and a vibrant mix of professional service providers. Town Square also plays host to a popular mix of community gatherings. The annual Art in the Square draws artists and visitors from around the globe, Oktoberfest rings in the fall, Stars & Stripes celebrates patriotism with style, while Home for the Holidays evokes the spirit of a Norman Rockwell painting.

Businesses from many industries including healthcare, hospitality, legal, and financial services have come together to make Southlake a full-service business community for all of north central Texas. Sabre, home of Travelocity.com, is the city's largest employer with approximately 2,500 employees and Verizon Wireless' Network Control Center takes advantage of high-tech infrastructure to manage all wireless communications west of the Mississippi River from its Southlake location.

## **LOCATION**

Central Time Zone

5 miles west of DFW Airport

8 miles east of Fort Worth Alliance Airport

Approximately 19 miles from downtown Dallas & Fort Worth

From DFW in-flight times:

2.00 Hours to Chicago

0.50 Hours to Houston

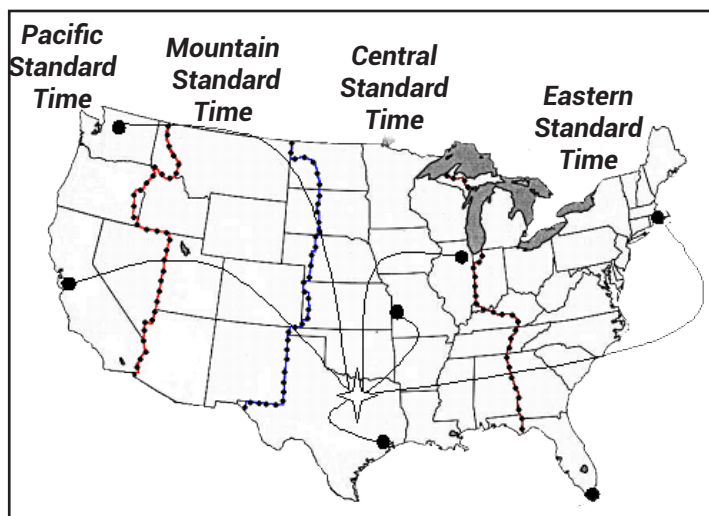
1.15 Hours to Kansas City

3.00 Hours to Los Angeles

3.00 Hours to Miami

3.30 Hours to New York

4.00 Hours to Seattle



## **HISTORY**

Incorporated in 1956, the City has deep roots which reach back to the mid-1800'. In 1845, when the first settlers arrived at the place that is now Southlake, they found a wilderness abundant with post-oak trees, tall grasses, creeks and springs, wild honey, grapes, berries, turkeys, deer, and other wild game. Because early settlers were a long way from major markets, large-scale crop farming was at first impractical; instead, many raised cattle to sell. Others were stone masons, wood craftsmen, millers, and the like.

After the Civil War, farmers grew cotton, grains, peanuts, truck-farm crops, and meat and dairy products for market. By the 1930s, erosion and poor soil had ended cotton farming in the area, but Southlake remained a collection of rural farming communities. Then in 1952 the first of three big changes occurred: the U.S. Army Corps of Engineers built Lake Grapevine which spurred much of the area's early growth and was the beginning of dramatic change. Worried that the City of Hurst might annex the area, residents voted 30-24 on September 25, 1956, to incorporate. The original Town of Southlake contained 1.62 square miles, had a population of just over 100, and was located between FM 1709 and SH 114 (both two-lane roads) and near the intersection of Carroll Avenue. "Southlake" was chosen from names suggested by its residents.

The Southlake Fire Department was launched in 1965, and the first piece of fire equipment was a 1950 Diamond T-Military unit with a tank capacity of 1,000 gallons and an auxiliary pump. The first chief of police was hired in 1966, and the city purchased its first patrol car in 1967. 1974 saw the second big change in the area: Dallas-Fort Worth International Airport opened its doors and Southlake became an attractive place for airport and airline employees to buy property and build their homes.

In 1986, when Southlake reached a population of 5,000, it was eligible to vote on the adoption of a home rule charter. In April 1987, residents approved home rule, which created the current council-manager form of government. But it wasn't until the early 90's when a third big event, the installation of water and sewer lines in the southern part of the city, really made Southlake what it is today: a premier community in which to live, work and play.

### **HISTORICAL MARKERS IN SOUTHLAKE:**

Absalom H. Chivers Cemetery, near SH 114 & Carroll Avenue, on private property

Thomas Easter Cemetery, on Southlake Boulevard, west of Gateway Drive

Thomas Hood Cemetery, in the Coventry Manor subdivision near North Peytonville Road & Coventry Lane

Site of Jellico community at the corner of Southlake Boulevard & Davis Boulevard

Lonesome Dove Baptist Church, on Lonesome Dove Road

Lonesome Dove Cemetery, next to the church

White's Chapel United Methodist Church, Southlake Boulevard and White Chapel Boulevard

White's Chapel Cemetery, Southlake Boulevard and White Chapel Boulevard

Monument to Troopers Edward Bryan Wheeler and H.D. Murphy, who were murdered by Bonnie and Clyde on Easter Sunday in 1934, Dove Road just north of Highway 114, placed by the Texas Department of Public Safety, Texas Highway Patrol Division

### **FUTURE**

The preservation of the past and an eye towards the future is the foundation of the City's commitment to comprehensive planning. More than forty years after the first comprehensive plan was proposed, the latest version titled *Southlake 2030* is complete, and includes elements for Land Use, Mobility, Economic Development

and Tourism, Water and Sewer, Water Conservation, Parks, Community Facilities, and Sustainability.

Today, work has

begun on the next iteration of the City's comprehensive plan titled *Southlake 2035*. The City revisits the elements of the comprehensive plan to ensure the plan is evolving to stay relevant with existing trends. This plan is now our blueprint in preserving Southlake's tradition of high-quality living with small-town charm.



## SOUTHLAKE, TEXAS: AT-A-GLANCE

### The City of Southlake, Texas

Websites:

- CityofSouthlake.com
- MySouthlakeNews.com
- VisitSouthlakeTexas.com
- TheMarqSouthlake.com

22.5 square miles

Located in the heart of the DFW Metroplex

Centrally located between DFW International Airport (5 miles east) and Fort Worth Alliance Airport (8 miles west)

### Demographics

Current Population projection: 31,199

Projected build-out population: 34,188

Population by age:

- Under 24 years - 35%
- 25-64 years - 54%
- 65 years and older - 11%

2020 median age: 42.6

2020 average persons per household: 3.34

2020 average household income: \$232,533

2020 average home sales price: \$962,285

69% of residents 25 years and older have a bachelor's degree or higher

### Financial Status

City Bond Ratings

- "AAA" from Standard and Poor's
- "AAA" from Fitch IBCA

8.25% total sales tax rate - includes 0.5% for parks, 0.375% for economic development and 0.125% for crime control district

### Top Employers

Sabre Holdings	- 2,550 Employees
TD Ameritrade	- 2,230 Employees
Carroll ISD	- 1,176 Employees
Verizon Wireless	- 685 Employees
Keller Williams	- 650 Employees
Gateway Church	- 600 Employees

### Top Non-Residential Taxpayers

Town Square Ventures LP  
Verizon Wireless  
TD Ameritrade  
Sabre Headquarters LLC  
Wyndam Properties Ltd

### Labor Force & Economic Base

Labor pool ages 20-64:

- Within 5 miles of Southlake: 70,471
- Within 10 miles of Southlake: 292,298
- Within 20 miles of Southlake: 1,423,533

Employment by occupation:

- 62.9% Managerial/Professional
- 25.8% Sales & Office
- 5.0% Service Occupations
- 1.8% Construction/Maintenance
- 4.4% Production/Transportation

Approx. 2,600 businesses and non-profit organizations

Over 15 million square feet of commercial space

Texas is a "Right-to-Work" state

Texas has no state personal income tax

### Transportation

Major highways are SH 114, FM 1938, and FM 1709

SH 114 connects to I-35W and I-35E

Airports:

**DFW International** - DFWAirport.com

- Fourth busiest passenger airport in the world, over 39.4M passengers in 2020 (47.5% lower than prior year due to the pandemic)
- Generates \$37B annually for North Texas economy
- Provides over 228,00 area jobs
- First carbon neutral airport in North America, largest in the world
- Every major city in the continental United States can be accessed within four hours
- Home to American Airlines hub
- Access to Dallas Area Rapid Transit (DART) mass transit system
- Access to TEXRail commuter rail system
- Air Transport World's 2019 Global Airport of the Year

**Fort Worth Alliance Airport** - AllianceAirport.com

- The nation's first industrial airport
- Provides over 63,000 area jobs
- Part of an 27,000-acre mixed-use, master planned development
- Houses more than 530 companies

## SOUTHLAKE, TEXAS: AT-A-GLANCE

**Southlake Public Library**

- Books, eBooks, Magazines and eMagazines, DVDs, Books on CD and online research databases
- Special programs throughout the year for all ages
- Meeting & study rooms, interlibrary loan, computer stations and internet access
- Southlake resident library cards are free

**Recreation**

- Parks and Lakes ExperienceSouthlake.com
  - More than 628 acres of park land, with access to an additional 577 acres of natural open space owned by the US Army Corps of Engineers
  - 12 community parks and 14 neighborhood parks
  - Five lakes within 30 minutes of Southlake
- Convenient access to many cultural and entertainment facilities and activities
- Bob Jones Nature Center and Preserve BJNC.org
- Nineteen outdoor courts and two indoor courts at the Southlake Tennis Center
- Southlake Senior Activities Center
- Annual special events include: Art in the Square, Summer Kick-Off, Stars & Stripes, Oktoberfest, Home for the Holidays - Tree Lighting at Town Square, Celebrate Southlake, and Masterworks Concerts
- Variety of championship youth sport leagues including baseball, softball, swimming, tennis, soccer, lacrosse, and football, as well as recreational classes for all ages

**Utilities**

- Water & Sewer
  - City of Southlake  
(817) 748-8082 - CityofSouthlake.com
- Electricity
  - Power to Choose  
(866) 797-4839 - PowertoChoose.org
- Natural Gas
  - Atmos Energy  
(888) 286-6700 - atmosenergy.com
- Telephone
  - Frontier - (800) 921-8101 - Frontier.com
  - SBC / AT&T - (800) 288-2020 - ATT.com
- Cable / Satellite
  - Charter Communications  
(888) 438-2427 - Charter.com
  - Frontier Communications  
(800) 921-8101 - Frontier.com
  - Dish Network  
(888) 825-2557 - DishNetwork.com
  - DirecTV  
(877) 916-5137 - directv.com
- Solid Waste and Recycling
  - Republic Services  
(817) 317-2424 - RepublicServices.com
  - Simple Recycling  
(866) 835-5068 - SimpleRecycling.com

**Health Care / Hospitals**

- Cook Children's Urgent Care and Pediatric Specialties  
CookChildrens.org  
30 Exam Rooms; Mix of Providers
- Methodist Southlake Hospital  
MethodistSouthlake.com  
54 Private Rooms; 10 Family Suites; 6 ICU Beds;  
12 Operating Rooms  
20 Dedicated Specialties; 200 Medical Staff
- Texas Health Harris Methodist Southlake  
TexasHealthSouthlake.com  
24 Overnight Suites; 365 Medical Staff
- Baylor Scott & White Medical Center - Grapevine  
BaylorHealth.com  
Level II Trauma Center Designation  
302 Beds; 995 Medical Staff
- Baylor Medical Center at Trophy Club  
TC-MC.com  
20 Beds; 225 Medical Staff

### SOUTHLAKE, TEXAS: AT-A-GLANCE

**Quality Schools (in order of land area served)**

- **Carroll ISD - 6A (78%)**  
K-12 Attendance: 8,314  
100% Graduation Rate  
(817) 949-8222 - SouthlakeCarroll.edu
- **Northwest ISD\* - 6A (10%)**  
K-12 Attendance: 25,399  
97% Graduation Rate  
(817) 215-0000 - NISDTX.org
- **Keller ISD\* - 6A (7%)**  
K-12 Attendance: 35,352  
95% Graduation Rate  
(817) 744-1000 - KellerISD.net
- **Grapevine - Colleyville ISD\* - 5A (5%)**  
K-12 Attendance: 13,970  
97% Graduation Rate  
(817) 251-5200 - GCISD-k12.org
- Four Montessori schools (private)
- More than 20 Universities within 40 miles
  - University of North Texas
  - University of Texas at Arlington
  - University of Texas at Dallas
  - Southern Methodist University
  - Texas Christian University
  - Texas Women’s University

\*Freeport exemption offered





# FINANCIAL TREND MONITORING SYSTEM OVERVIEW



Financial condition can best be described as a municipality's ability to maintain existing service levels, withstand economic disruptions that occur at the local, regional, and national levels, and adapt to ever-changing economic conditions.

**The ability to maintain existing service levels** refers to more than just the ability to pay for the services the locality currently provides. It also refers to the ability to maintain programs that are currently funded from external sources (state or federal grants) where the support is likely to diminish over time, and such programs cannot be practically eliminated once funding does disappear. This element also refers to the ability to maintain capital facilities, such as roads, buildings, and other infrastructure, in a manner that protects the initial investment and keeps such facilities in usable condition. Lastly, it also includes the ability to provide funds for any future liabilities that may currently be unfunded, such as pensions, employee leave, and debt.

**The ability to withstand economic disruptions that occur at the local, regional, and national levels** is an important element because these disruptions have significant impacts on businesses and individuals who enjoy their livelihoods within the locality. Economic disruptions therefore impact a locality's ability to generate new local tax dollars.

**The ability to adapt to ever-changing economic conditions** refers to the financial pressures localities face as they grow, shrink, or experience no change at all. Growth can force localities to assume new debt in order to finance new infrastructure or cause a sudden increase in the operating budget in order to maintain and provide necessary services. Shrinkage leaves a locality with the same amount of infrastructure to maintain but with a smaller tax base with which to pay for it.

## WHAT IS THE FINANCIAL TREND MONITORING SYSTEM?

The Financial Trend Monitoring System (FTMS), adapted from the system developed by the International City/County Management Association (ICMA), "identifies the factors that affect financial condition and arranges them in a rational order so that they can be more easily analyzed and measured." The FTMS is a management tool that compiles pertinent information from the city's budgetary and financial reports, combines it with relevant economic and demographic information, and creates a series of local government financial indicators that can be used to monitor changes in financial conditions when plotted over a period of time.

These financial indicators include: cash liquidity, level of business activities, changes in the fund balance, and external revenue dependencies. This system can also assist the locality by setting in place long-range policy priorities as well as providing a logical way of introducing long-range considerations into the annual budget process. The following discussion has been developed using the ICMA manual entitled [Evaluating Financial Condition, A Handbook for Local Government](#).

The FTMS is built on overall "factors" that represent the various influences of a locality's financial condition. These financial condition factors are then associated with "indicators" that measure different aspects of these factors. Once developed, these can be used to monitor changes in factors and financial conditions. Each factor is classified under three categories: environmental, organizational, or financial.

**Environmental Factors** affect localities in two ways. Firstly, they create demand. Secondly, they provide resources. The question most associated with the analysis of this category in regards to its impact on financial condition is, "Do these factors provide enough resources to pay for the demands they create?"

**Organizational Factors** are the government's response to changes in environmental factors. Theory assumes that any government can maintain their strong financial condition if it makes an appropriate organizational response to adverse

conditions by reducing services, increasing efficiency, raising taxes, or taking some other appropriate action. It also assumes that public officials have perfect information of the problem, understand the gravity of the situation, and know how to act in response.

The question most associated with the analysis of this category in regards to its impact on financial condition is, “Do legislative policies and management practices provide the opportunity to make the appropriate response to changes in the environment?”

**Financial Factors** reflect the condition of the government’s internal finances. They are in some regards a result of the influence of environmental and organizational factors. Financial factors will eventually show signs of cash or budgetary problems if there is a problem in regards to the previous two factors. The question most associated with the analysis of this category in regards to its impact on financial condition is, “Is government paying the full cost of operating without postponing costs to a future period when revenues may not be available to pay these costs?”

## TOOLS OF THE FINANCIAL TREND MONITORING SYSTEM

The primary tools of the FTMS are the financial indicators. They represent a way to quantify changes in the FTMS factors. Many aspects of financial condition cannot be measured explicitly; however, quantifying the indicators and plotting them over a period of years can allow decision-makers to monitor and evaluate the City’s financial performance. These indicators do not provide answers as to why a problem occurs or how to solve it but do allow for an informed response. The following pages include a number of charts displaying indicator data that is designed to track the financial condition of the City across a period of time. These charts examine data ranging from population growth to the use of revenues and expenditures per capita, all of which help to identify warning signs in the City’s fiscal health that could lead to future trouble. By keeping an eye on these important indicators, the City can carefully monitor the financial trends, and make any necessary adjustments in long-range planning to ensure future economic stability.

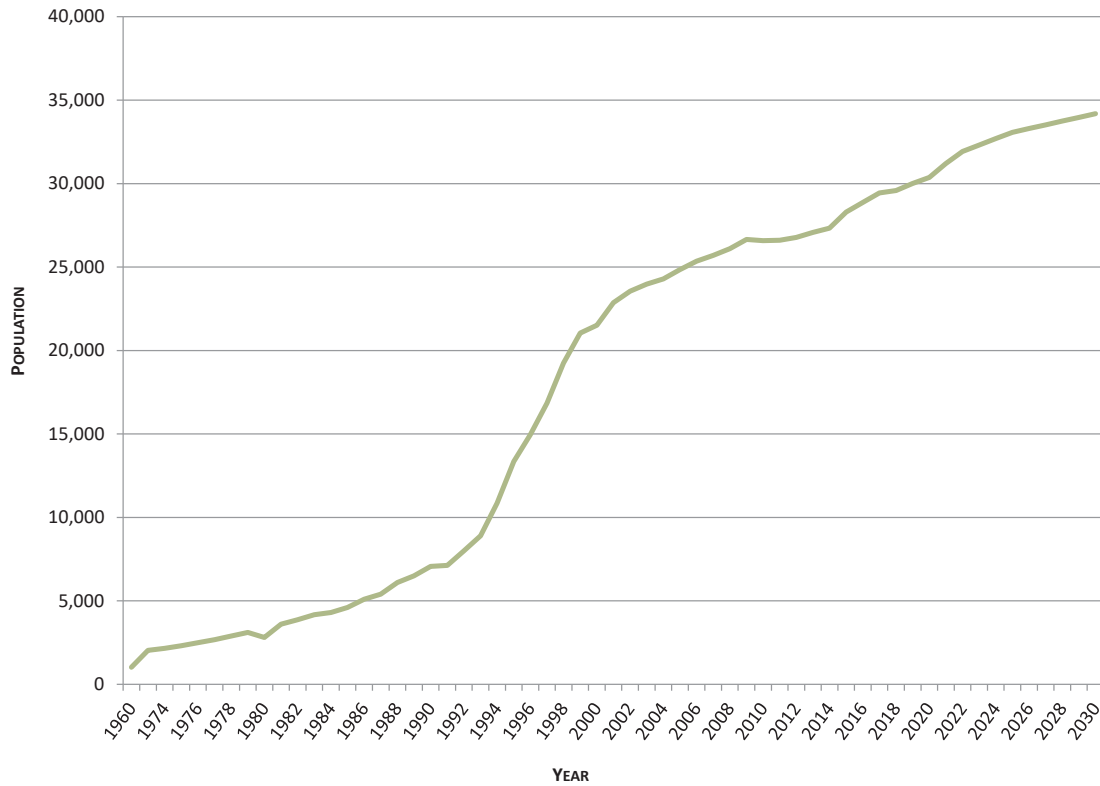
## HOW IS THE FINANCIAL TREND MONITORING SYSTEM USED?

The City maintains a database of monitored trends that are updated and reviewed annually as a part of the budget process. By reviewing historical actuals over an extensive period of time, long ago forgotten financial impacts may be reviewed for validity to current economic conditions and variables. Department staff also utilizes FTMS data to inform their departmental business plans.



# FINANCIAL TREND MONITORING SYSTEM: ENVIRONMENTAL FACTORS

### CITY POPULATION



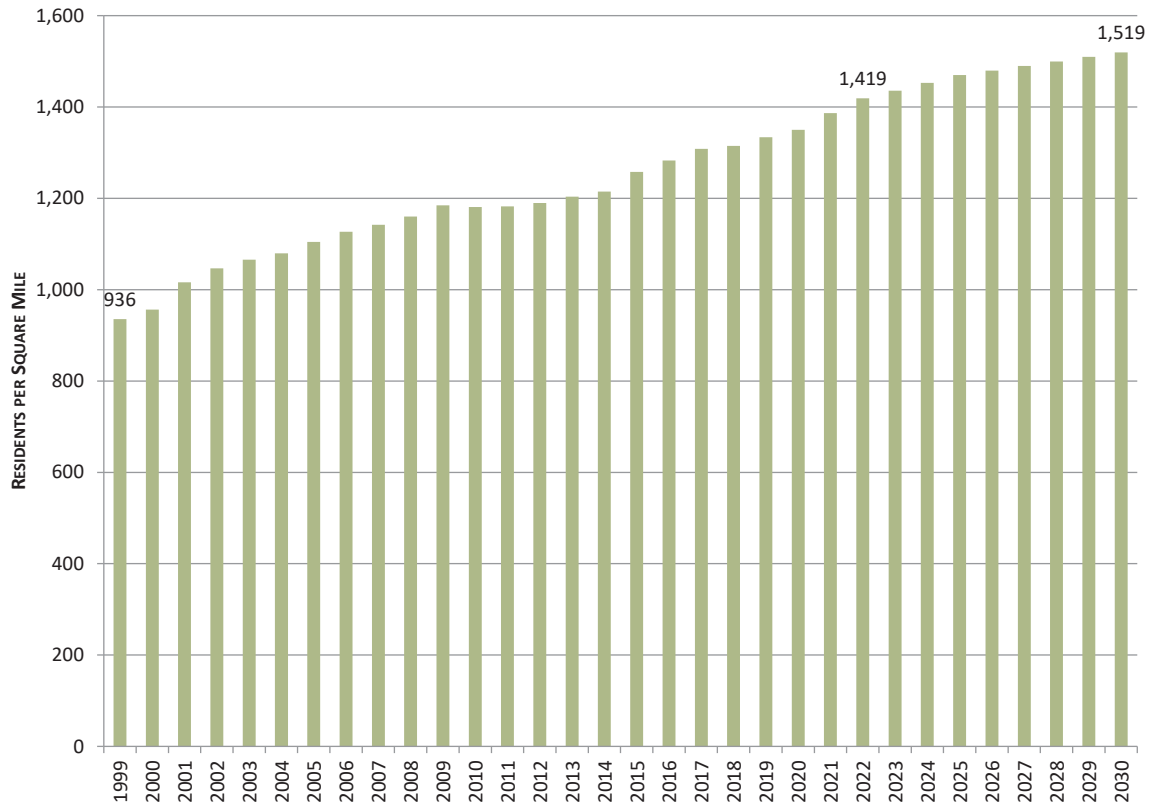
Warning Trend:  
Rapid change in population

### Southlake Population 1960-2030

Population trends, both historical and projected, are important indicators for determining service demands. Further analysis of the demographic profile of a community’s population trend provides useful information in determining customer service expectations.

Year	Population
1960	1,023
1970	2,031
1980	2,808
1990	7,065
2000	21,519
2010	26,575
2020	31,265
2030	34,188 (est)

## POPULATION DENSITY

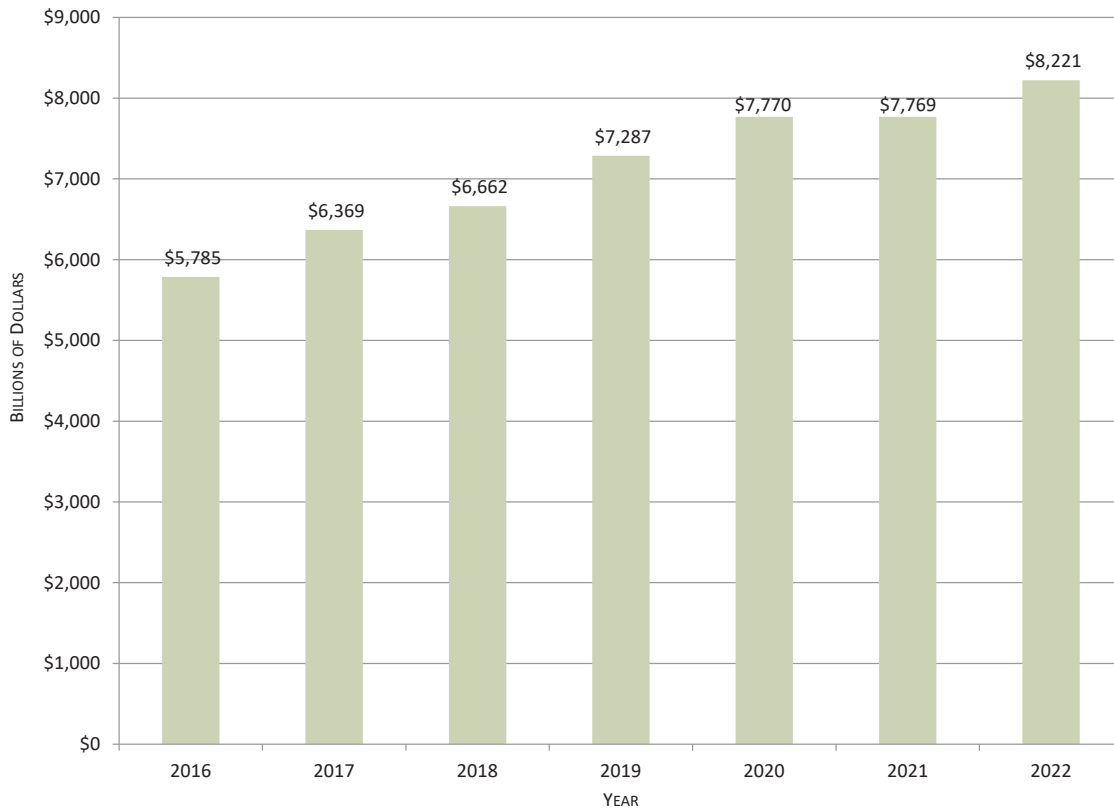


Residents per Square Mile

Southlake’s city limits cover 22.5 square miles. This chart shows a trend for the number of Southlake residents per square mile. The chart also utilizes population data derived through the City’s land use plan to forecast population density through build-out.

Year	Population
1960	1,023
1970	2,031
1980	2,808
1990	7,065
2000	21,519
2010	26,575
2020	31,265
2030	34,188 (est)

## TAXABLE PROPERTY VALUES

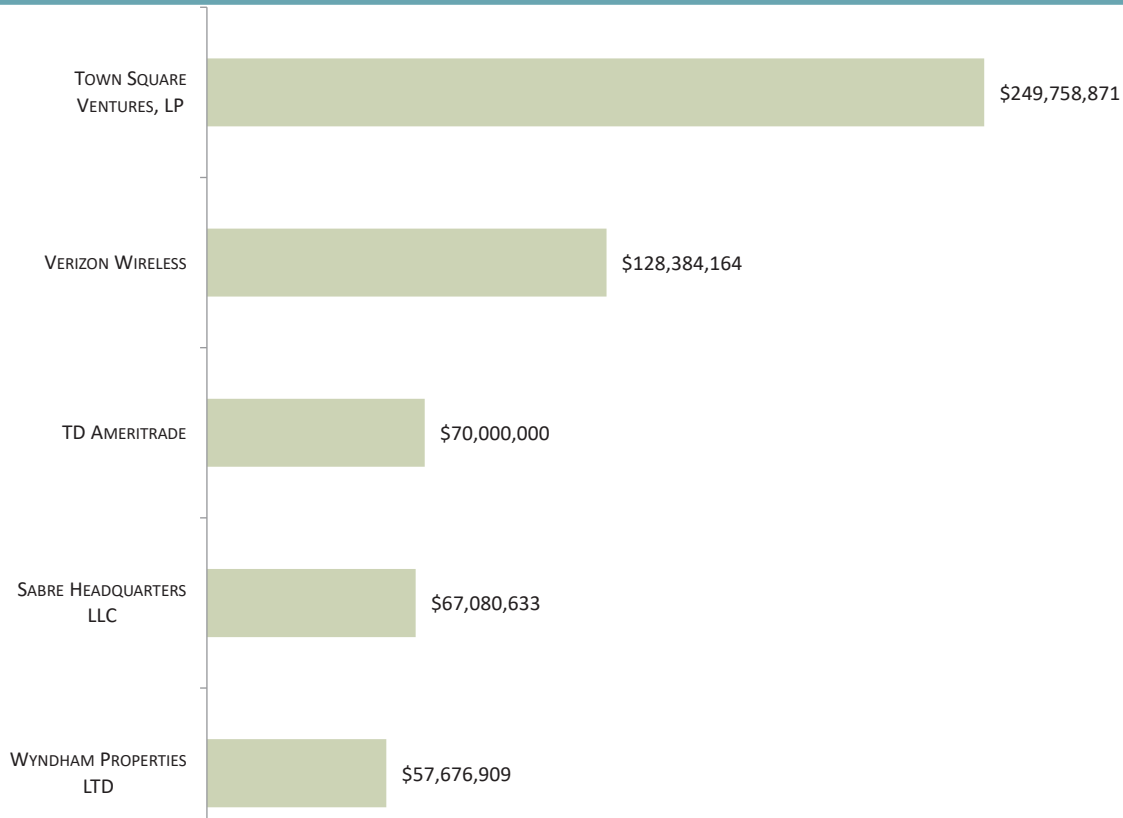


**Warning Trend: Declining growth or drop in the value of property**

The property value comparison for several fiscal years indicates continued growth in property values. Since 2016, the certified tax roll values have increased steadily, however, 2021 values were relatively flat over 2020. The reflected values include new property added to the roll as of January 1 of each year.

Fiscal Year	Total Taxable Valuation
2010	\$5,211,181,608
2011	\$5,232,316,346
2012	\$5,290,518,261
2013	\$5,331,182,997
2014	\$5,494,514,119
2015	\$5,680,109,441
2016	\$5,785,322,918
2017	\$6,368,901,046
2018	\$6,662,494,784
2019	\$7,286,898,962
2020	\$7,769,729,082
2021	\$7,768,644,007
2022	\$8,220,731,143

## TOP 5 NON-RESIDENTIAL TAXPAYERS

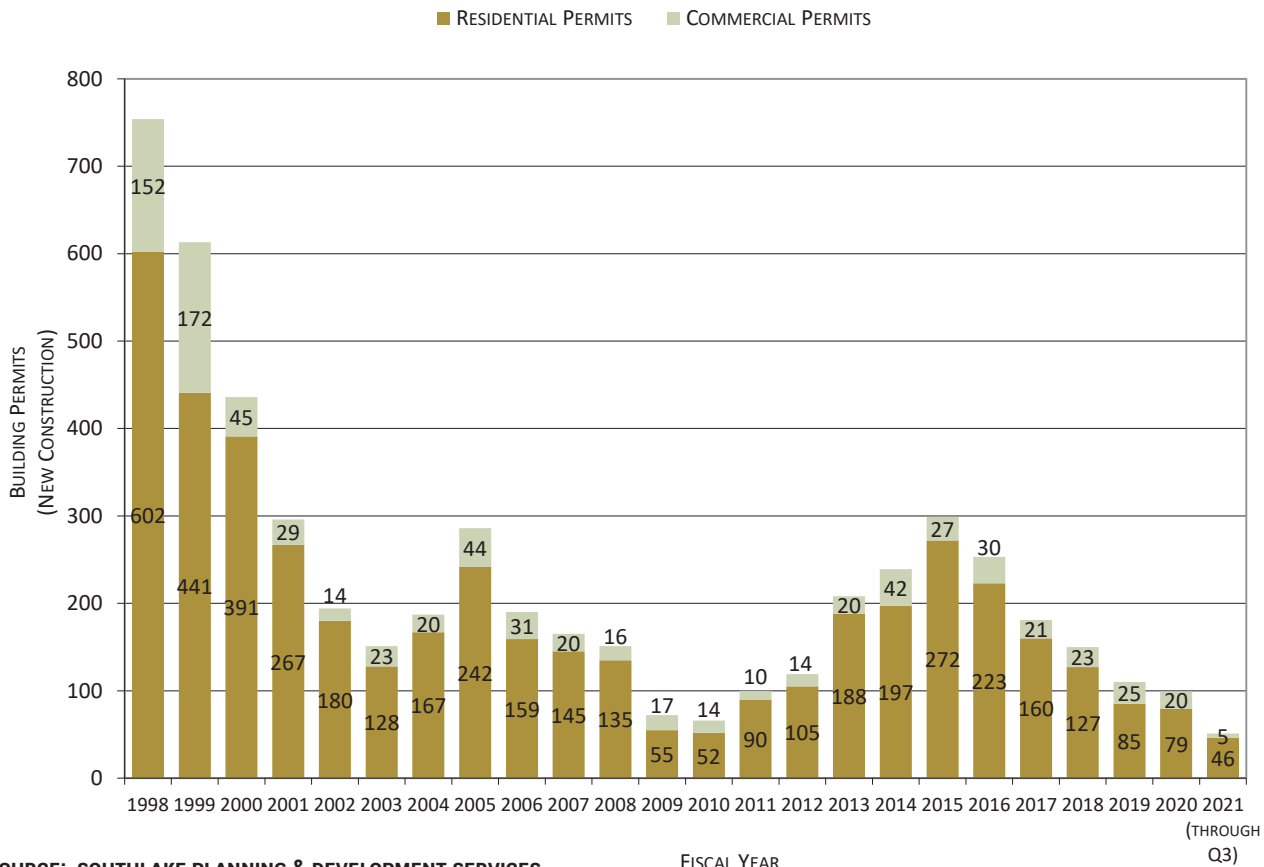


AS OF OCTOBER 2020

Property	Taxable Value
Town Square Ventures, LP	\$249,758,871
Verizon Wireless	\$128,384,164
TD Ameritrade	\$70,000,000
Sabre Headquarters LLC	\$67,080,633
Wyndham Properties LTD	\$57,676,909



## HISTORICAL PERMIT ACTIVITY



SOURCE: SOUTHLAKE PLANNING & DEVELOPMENT SERVICES

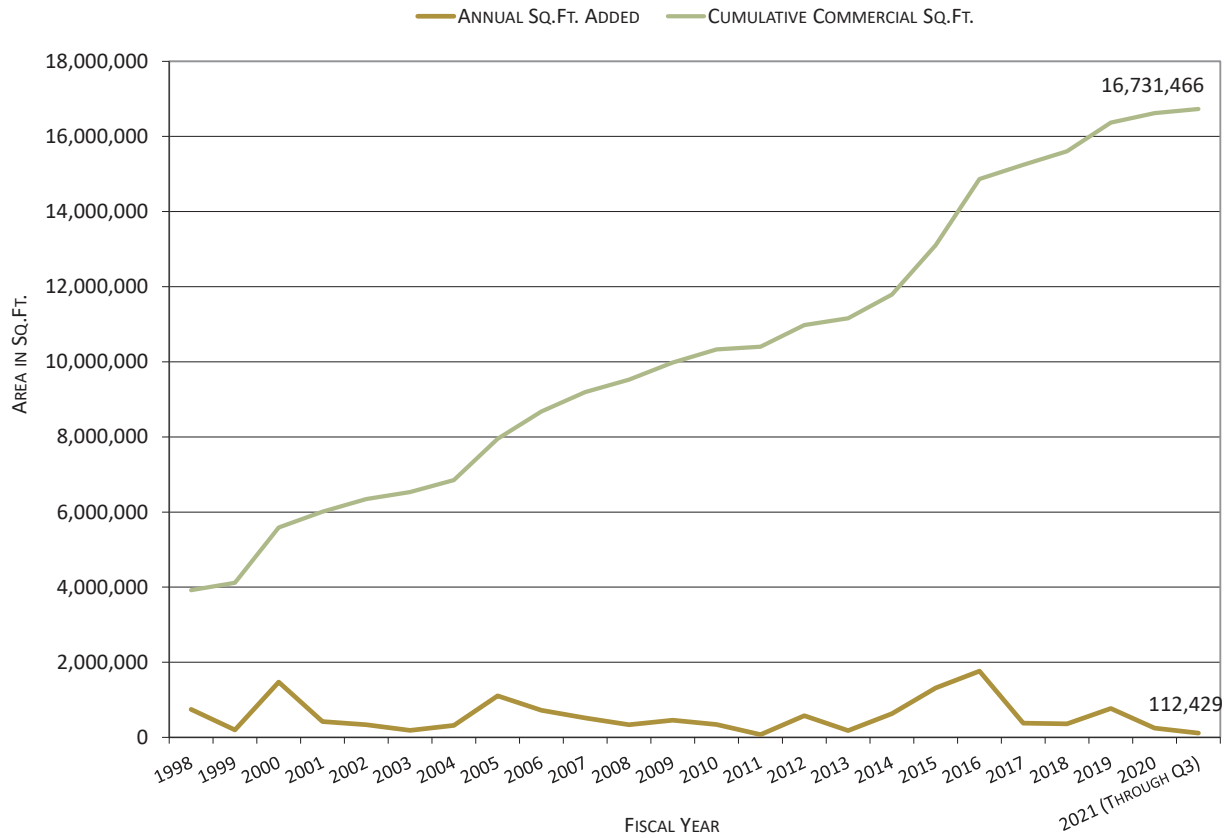
FISCAL YEAR

(THROUGH Q3)

Historical permit activity shows the history of residential and commercial building permits for new construction issued since 1998. Years where the City experienced heavier periods of growth demonstrate a greater number of permits issued. Though growth slowed during the “Great Recession,” development activity had been on the rise since 2009. However, now that Southlake reaches closer to buildout, we expect to continue to see the number of new construction permits continue to decline. This chart does not include permits filed for renovations or redevelopment.

Fiscal Year	No. Residential Permits	No. Commercial Permits	Fiscal Year	No. Residential Permits	No. Commercial Permits
1998	602	152	2010	52	14
1999	441	172	2011	90	10
2000	391	45	2012	105	14
2001	267	29	2013	188	20
2002	180	14	2014	197	42
2003	128	23	2015	272	27
2004	167	20	2016	223	30
2005	242	44	2017	160	21
2006	159	31	2018	127	23
2007	145	20	2019	85	25
2008	135	16	2020	79	20
2009	55	17	2021 (through Q3)	46	5

### COMMERCIAL GROWTH IN SQUARE FOOTAGE

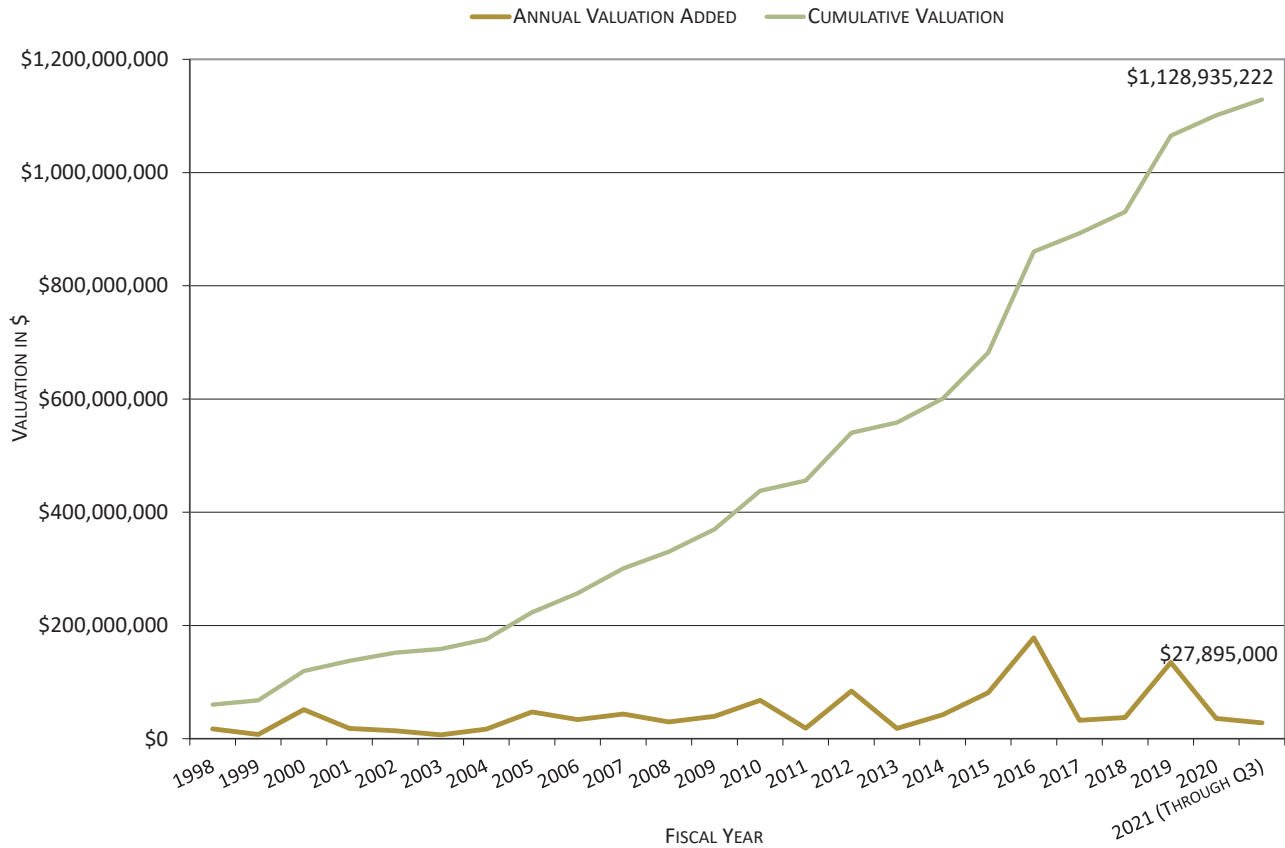


SOURCE: SOUTHLAKE PLANNING & DEVELOPMENT SERVICES

This chart shows that although annual growth rates related to commercial square footage added can be impacted by economic conditions, such as the “Great Recession,” Southlake’s commercial property base has grown annually since 1998. Increases in these numbers over time are beneficial for the City, as a greater amount of commercial square footage leads to increases in the tax base.

Fiscal Year	Annual Sq. Ft. Added	Cumulative Sq. Ft. Added	Fiscal Year	Annual Sq. Ft. Added	Cumulative Sq. Ft. Added
1998	744,686	3,919,658	2010	344,626	10,326,789
1999	198,233	4,117,891	2011	73,629	10,400,418
2000	1,471,583	5,589,474	2012	578,782	10,979,200
2001	419,752	6,009,226	2013	180,387	11,159,587
2002	336,385	6,345,611	2014	630,277	11,789,864
2003	185,324	6,530,935	2015	1,313,861	13,103,725
2004	318,944	6,849,879	2016	1,763,654	14,867,379
2005	1,102,921	7,952,800	2017	376,682	15,244,061
2006	721,500	8,674,300	2018	358,899	15,602,960
2007	516,744	9,191,044	2019	766,803	16,369,763
2008	335,135	9,526,179	2020	249,274	16,619,037
2009	455,984	9,982,163	2021 (through Q3)	112,429	16,731,466

## COMMERCIAL VALUATION GROWTH

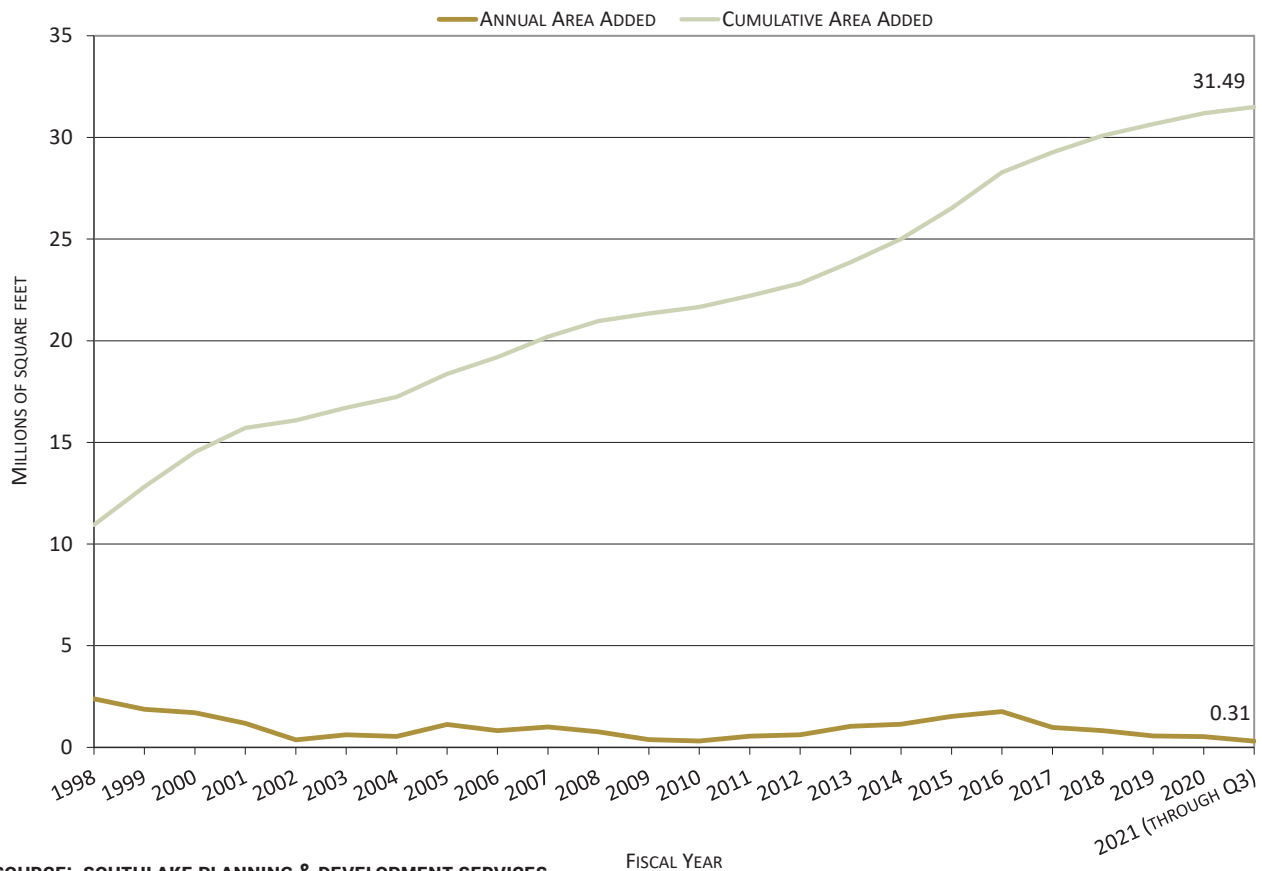


SOURCE: SOUTHLAKE PLANNING & DEVELOPMENT SERVICES

This chart maps the cumulative valuation of commercial growth and annual valuation added since 1997. Increases in the commercial valuation of property leads to growth in the City’s tax base, which generates more tax revenues for the City and sustains the level of service that citizens are accustomed to receiving.

Fiscal Year	Annual Valuation Added	Cumulative Valuation Added	Fiscal Year	Annual Valuation Added	Cumulative Valuation Added
1998	\$17,385,841	\$60,226,236	2010	\$67,764,510	\$437,689,528
1999	\$7,705,640	\$67,931,876	2011	\$18,384,157	\$456,073,685
2000	\$51,466,379	\$119,398,255	2012	\$84,328,043	\$540,401,728
2001	\$18,258,838	\$137,657,093	2013	\$17,976,714	\$558,378,442
2002	\$14,168,938	\$151,826,031	2014	\$42,543,750	\$600,922,192
2003	\$6,852,381	\$158,678,412	2015	\$81,215,734	\$682,137,926
2004	\$17,105,540	\$175,783,952	2016	\$178,247,281	\$860,385,207
2005	\$47,347,107	\$223,131,059	2017	\$32,503,544	\$892,888,751
2006	\$33,921,357	\$257,052,416	2018	\$37,518,535	\$930,407,286
2007	\$43,757,408	\$300,809,824	2019	\$134,686,569	\$1,065,093,855
2008	\$29,651,556	\$330,461,380	2020	\$35,946,367	\$1,101,040,222
2009	\$39,463,638	\$369,925,018	2021 (Through Q3)	\$27,895,000	\$1,128,935,222

### RESIDENTIAL GROWTH IN SQUARE FOOTAGE

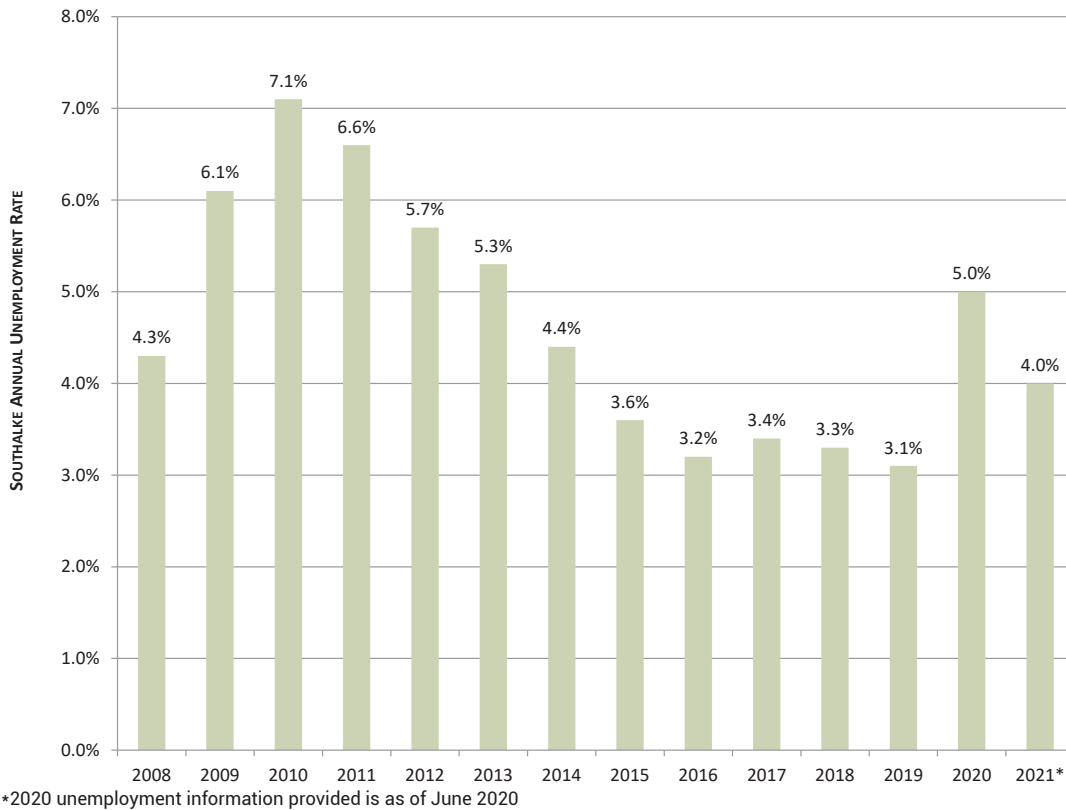


SOURCE: SOUTHLAKE PLANNING & DEVELOPMENT SERVICES

Although impacted by the Great Recession, the expansion of residential growth in terms of cumulative square footage has increased in recent years. As the City approaches build out, we expect to continue to see these numbers slow.

Fiscal Year	Annual Square Footage Added (Millions)	Cumulative Square Footage Added (Millions)	Fiscal Year	Annual Square Footage Added (Millions)	Cumulative Square Footage Added (Millions)
1998	2.39	10.94	2010	0.31	21.66
1999	1.88	12.82	2011	0.55	22.21
2000	1.71	14.53	2012	0.62	22.83
2001	1.19	15.71	2013	1.04	23.86
2002	0.37	16.09	2014	1.14	25.00
2003	0.62	16.70	2015	1.52	26.52
2004	0.53	17.24	2016	1.76	28.29
2005	1.13	18.37	2017	0.98	29.27
2006	0.82	19.20	2018	0.82	30.09
2007	1.00	20.20	2019	0.56	30.66
2008	0.77	20.97	2020	0.53	31.19
2009	0.38	21.34	2021 (through Q3)	0.31	31.49

## UNEMPLOYMENT IN SOUTHLAKE



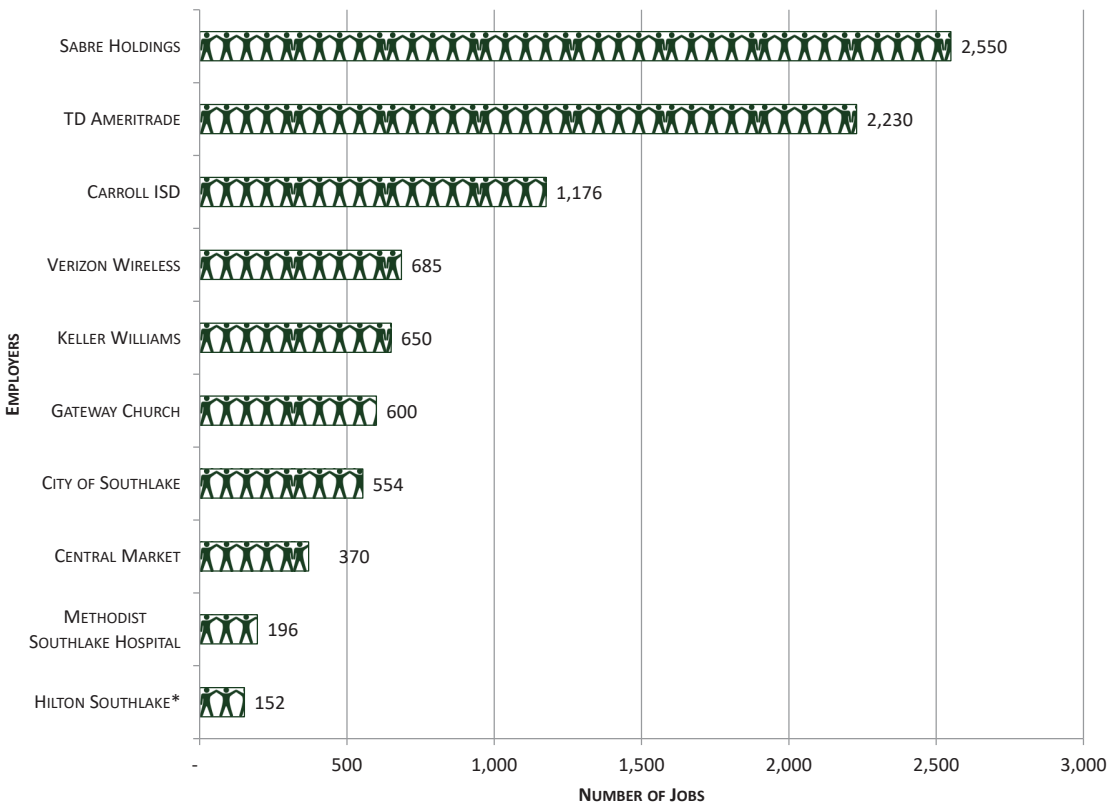
Warning Trend: Increasing rate of local unemployment in the community

Calendar Year

Unemployment rate is an important indicator in measuring the health of a local economy. Changes in the unemployment rate are related to changes in personal income, and are thus a measure of, and an influence on, the community’s ability to support its business sector. Southlake’s unemployment has historically been below that of the DFW market and has declined since its peak in 2010. In 2021, unemployment is higher than in recent years due to the economic impacts of the COVID-19 pandemic, but has improved since 2020. We continue to see that the Southlake unemployment continues to trend below the state (6.8%) and national (6.2%) rates.

Year	Unemployment Rate
2008	4.3%
2009	6.1%
2010	7.1%
2011	6.6%
2012	5.7%
2013	5.3%
2014	4.4%
2015	3.6%
2016	3.2%
2017	3.4%
2018	3.3%
2019	3.1%
2020	5.0%
2021*	4.0%

## JOBS IN SOUTHLAKE - MAJOR EMPLOYERS



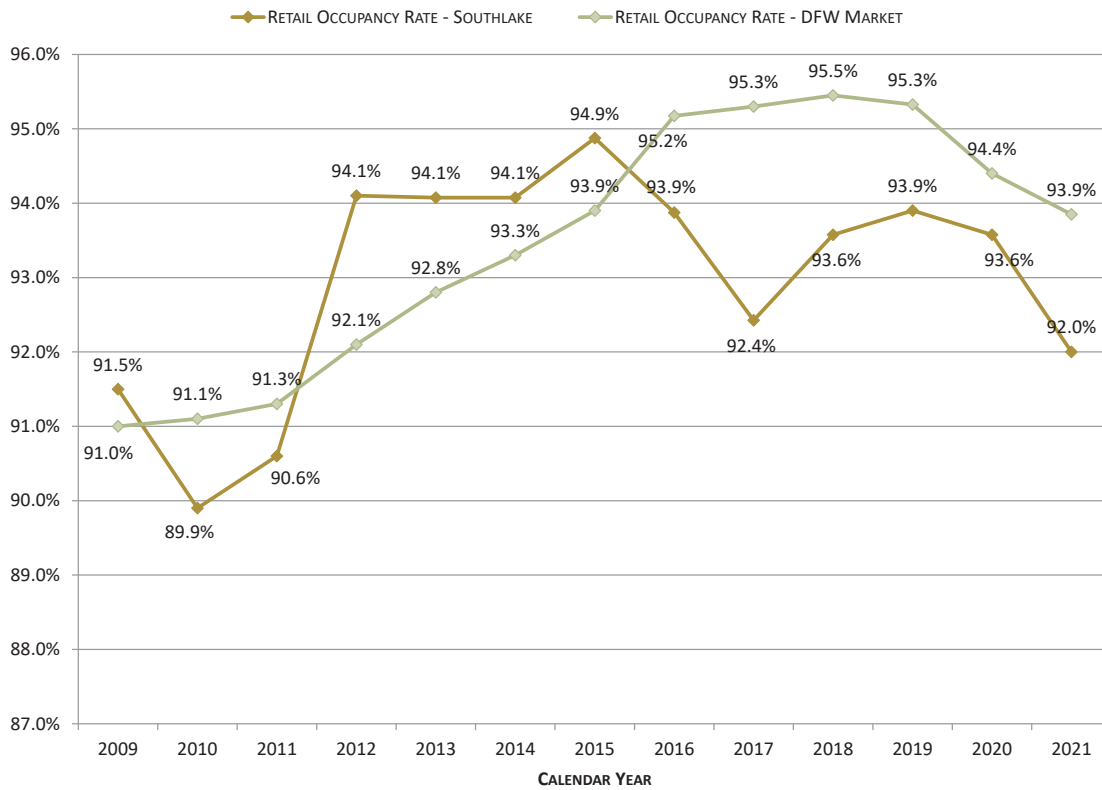
Number of Jobs

The largest employer in Southlake is Sabre Holdings, followed by TD Ameritrade, Carroll ISD, Verizon Wireless, Keller Williams, Gateway Church, Central Market and the City of Southlake. Together, these employers provide a large segment of the workforce that helps to stimulate the City’s economic vitality through the promotion of sales tax and other revenues.

Employer	Jobs
Sabre Holdings	2,550
TD Ameritrade	2,230
Carroll ISD	1,176
Verizon Wireless	685
Keller Williams	650
Gateway Church	600
City of Southlake	554
Central Market	370
Methodist Southlake Hospital	196
Hilton Southlake*	152

\*Reflects number of jobs prior to COVID-19 pandemic.

## RETAIL OCCUPANCY RATE



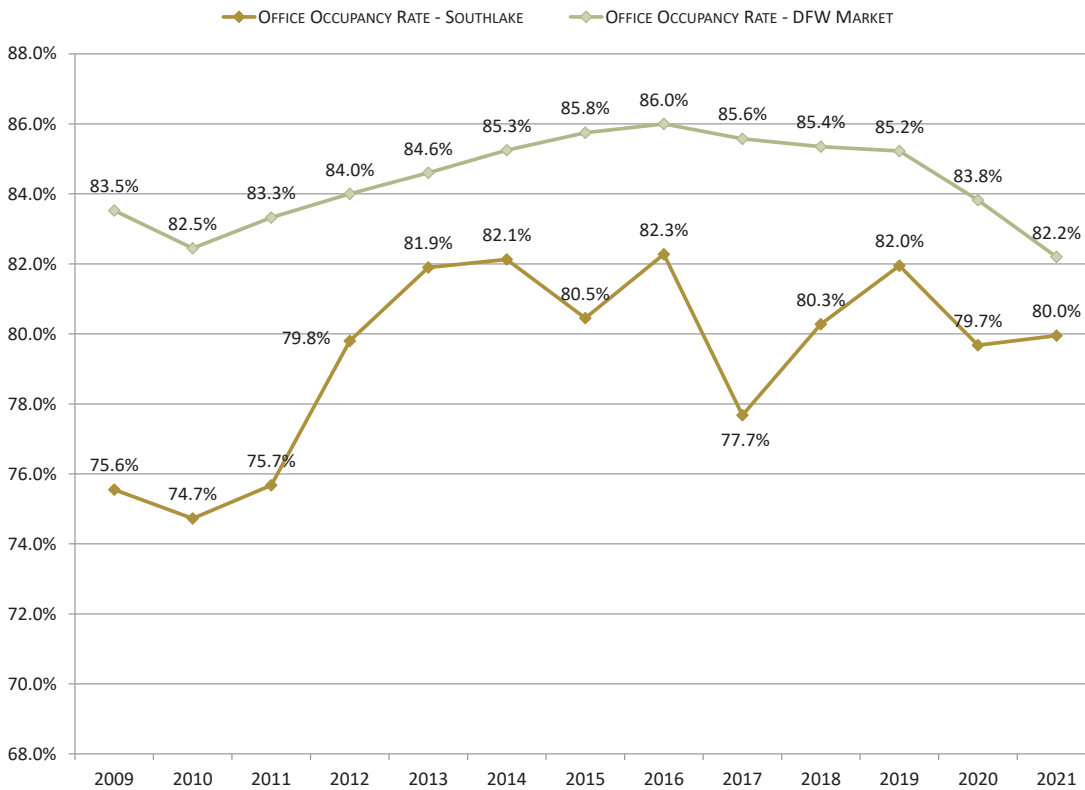
Warning Trend:  
Decreasing occupancy rates

Calendar Year

If the economy is sluggish or declining, demand for residential, commercial, and industrial property may drop and occupancy rates may decline. Tracking changes in occupancy rates can provide an early warning of potential economic or demographic problems.

Calendar Year	Retail Occupancy Rate - Southlake	Retail Occupancy Rate - DFW Market
2009	91.5%	91.0%
2010	89.9%	91.1%
2011	90.6%	91.3%
2012	94.1%	92.1%
2013	94.1%	92.8%
2014	94.1%	93.3%
2015	94.9%	93.9%
2016	93.9%	95.9%
2017	92.4%	95.3%
2018	93.6%	95.5%
2019	93.9%	95.3%
2020	93.6%	94.4%
2021 (Through Q2)	92.0%	93.9%

## OFFICE OCCUPANCY RATE



**Warning Trend:**  
Decreasing occupancy rates

Calendar Year

If the economy is sluggish or declining, demand for residential, commercial, and industrial property may drop and occupancy rates may decline. Tracking changes in occupancy rates can provide an early warning of potential economic or demographic problems.

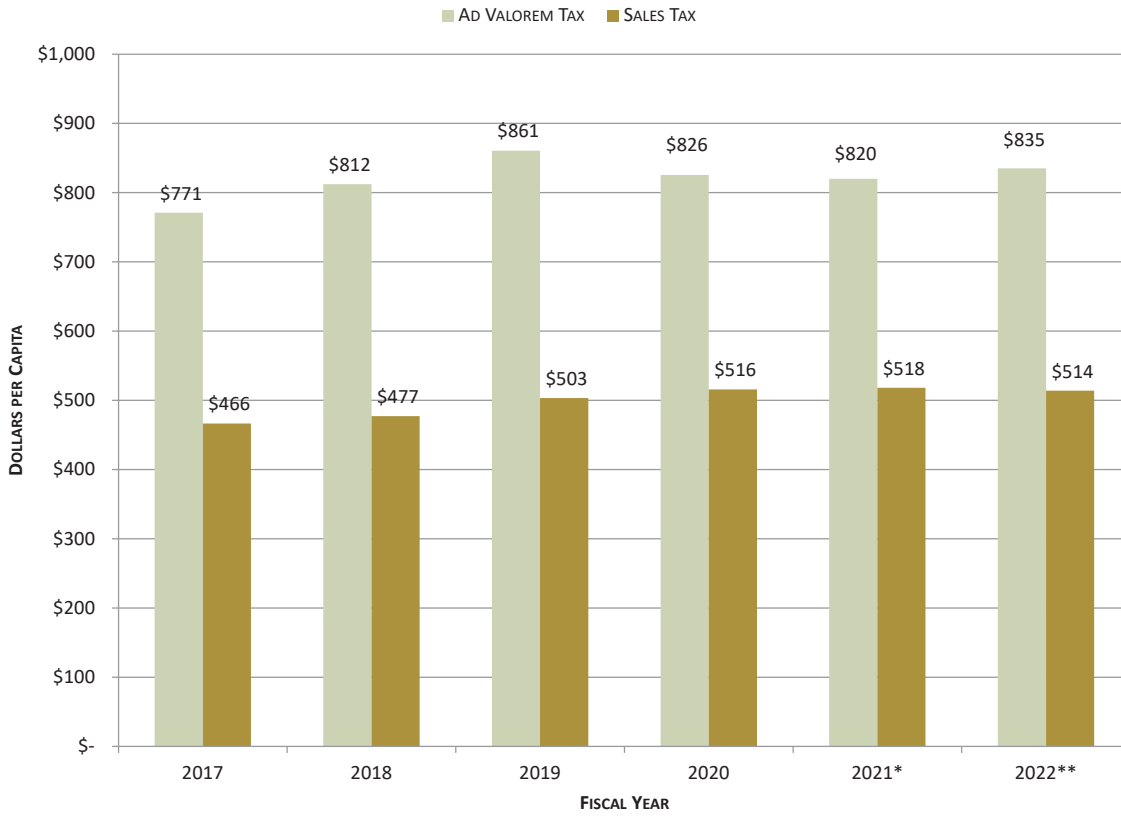
Calendar Year	Office Occupancy Rate - Southlake	Office Occupancy Rate - DFW Market
2009	75.6%	83.5%
2010	74.7%	82.5%
2011	75.7%	83.3%
2012	79.8%	84.0%
2013	81.9%	84.6%
2014	82.1%	85.3%
2015	80.5%	85.8%
2016	82.3%	86.0%
2017	77.7%	85.6%
2018	80.3%	85.4%
2019	82.0%	85.2%
2020	79.7%	83.8%
2021 (Through Q2)	80.0%	82.2%





# **FINANCIAL TREND MONITORING SYSTEM: FINANCIAL INDICATORS**

## AD VALOREM AND SALES TAX REVENUE (GENERAL FUND) PER CAPITA



Warning Trend: Decreasing net operating revenue per capita

\*Unaudited

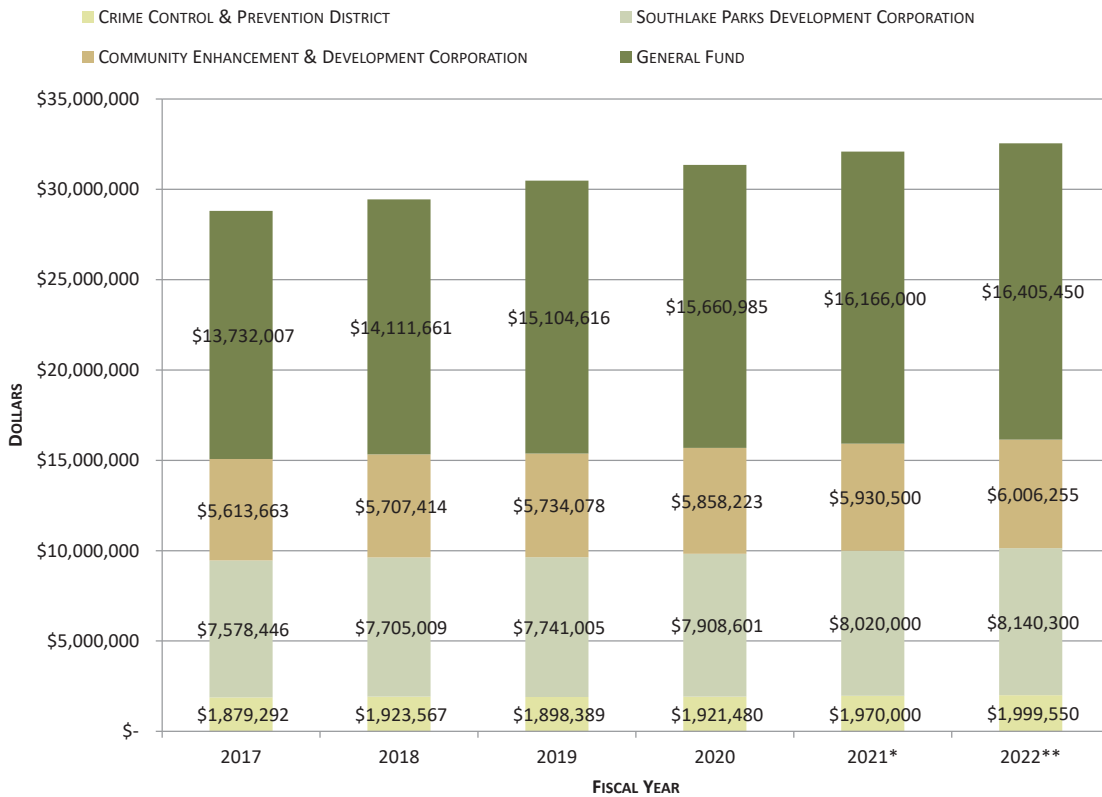
\*\*Adopted Budget

Net operating sales tax or ad valorem revenue  
Population

Examining per capita revenues shows changes in revenues relative to changes in population size. This chart reflects changes in ad valorem (property) and sales tax revenues per capita since 2017.

Fiscal Year	Population	Ad Valorem Tax	Ad Valorem Tax per Capita	Sales Tax (General Fund)	General Fund Sales Tax per Capita
2011	26,600	\$17,473,558	\$657	\$8,796,001	\$331
2012	26,770	\$17,690,312	\$661	\$9,443,239	\$353
2013	27,080	\$18,523,069	\$684	\$10,536,425	\$389
2014	27,330	\$19,193,801	\$702	\$12,585,569	\$461
2015	28,296	\$19,149,431	\$677	\$14,339,915	\$507
2016	28,868	\$20,920,809	\$725	\$13,480,025	\$467
2017	29,440	\$22,694,444	\$771	\$13,732,007	\$466
2018	29,580	\$24,028,296	\$812	\$14,111,661	\$477
2019	30,010	\$25,832,530	\$861	\$15,104,616	\$503
2020	30,370	\$25,072,864	\$826	\$15,660,985	\$516
2021*	31,199	\$25,581,525	\$820	\$16,166,000	\$518
2022**	31,924	\$26,662,376	\$835	\$16,405,450	\$514

## SALES TAX REVENUE ANALYSIS



**Warning Trend:**  
Decreasing sales tax collection

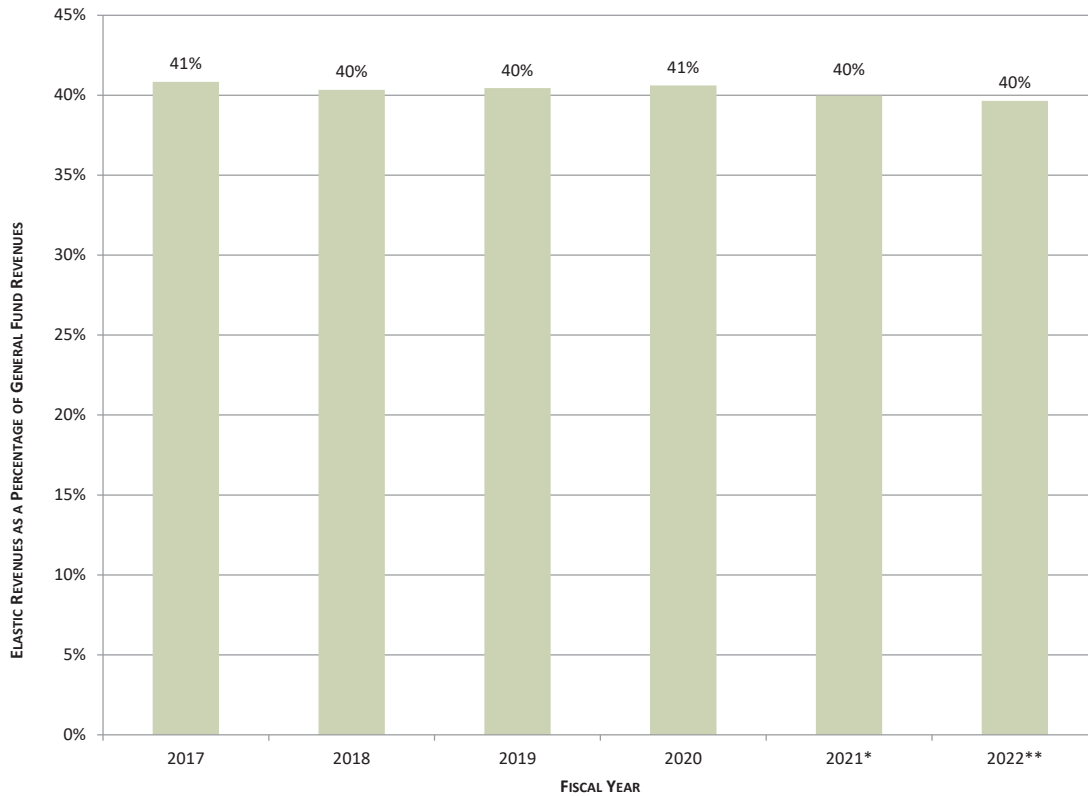
**FY 2017-2022**

\*Unaudited  
\*\*Adopted Budget

This chart illustrates growth characteristics in the City’s commercial and economic bases. In 1994, voters authorized an additional half-cent sales tax designation to support parks development (Southlake Parks Development Corporation) and in 1998, voters authorized an additional half-cent sales tax designation to support crime prevention (Crime Control & Prevention District). A third sales tax district (Community Enhancement & Development Corporation) was voter-approved in 2015 to support the construction and operation of The Marq Southlake as well as strategic economic development efforts.

Fiscal Year	Amount
2011	\$18,159,527
2012	\$19,229,026
2013	\$21,771,064
2014	\$25,674,008
2015	\$29,116,146
2016	\$28,023,224
2017	\$28,803,408
2018	\$29,447,651
2019	\$30,478,088
2020	\$31,349,289
2021*	\$32,086,500
2022**	\$32,551,555

ELASTIC OPERATING REVENUES AS A PERCENTAGE OF NET OPERATING REVENUES



Warning Trend: Decreasing amount of elastic operating revenues as a percentage of net operating revenues

\*Unaudited

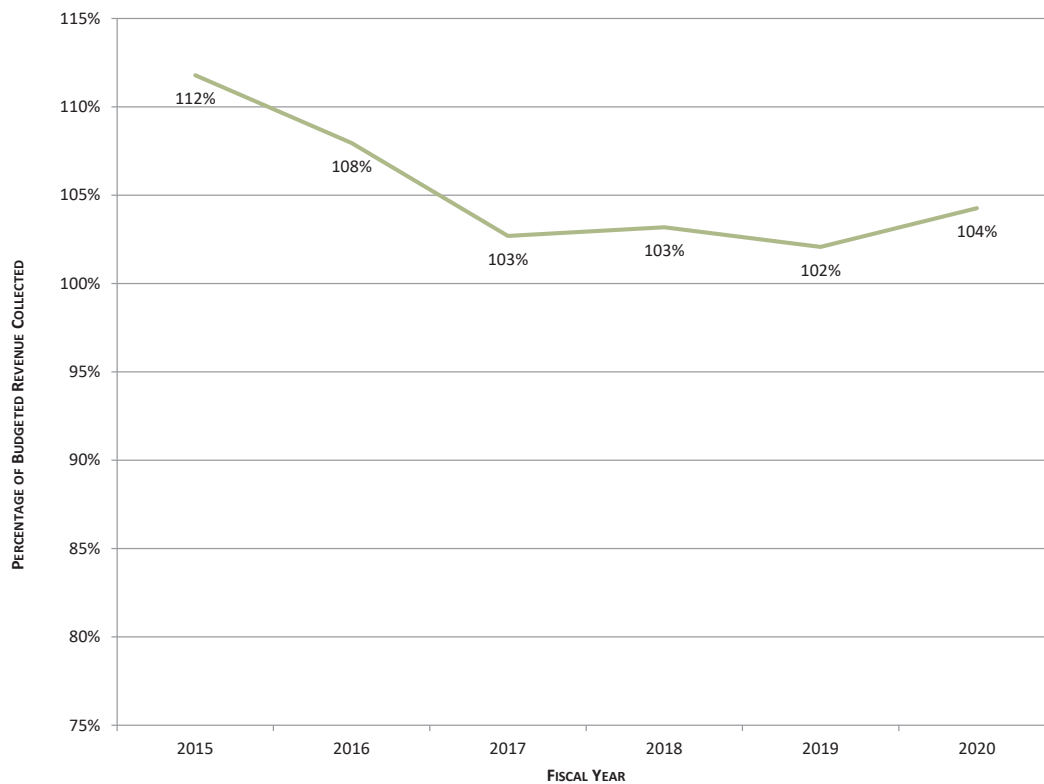
\*\*Adopted Budget

Elastic operating revenues  
Net operating revenues

Elastic revenues are greatly affected by changes in the economy and are not as steady from year to year as ad valorem taxes. This chart shows the percentage of net general fund operating revenues that come from elastic sources (sales tax, fines, charges, permits and fees). A balance between elastic and inelastic revenues mitigates the effects of economic growth or decline.

Fiscal Year	Elastic Operating Revenue
2011	\$12,350,616
2012	\$13,938,042
2013	\$15,313,155
2014	\$17,525,435
2015	\$19,633,024
2016	\$19,008,451
2017	\$18,344,675
2018	\$18,726,200
2019	\$20,202,636
2020	\$19,732,470
2021*	\$19,158,732
2022**	\$19,653,387

## BUDGETED VS. ACTUAL REVENUE (GENERAL FUND)



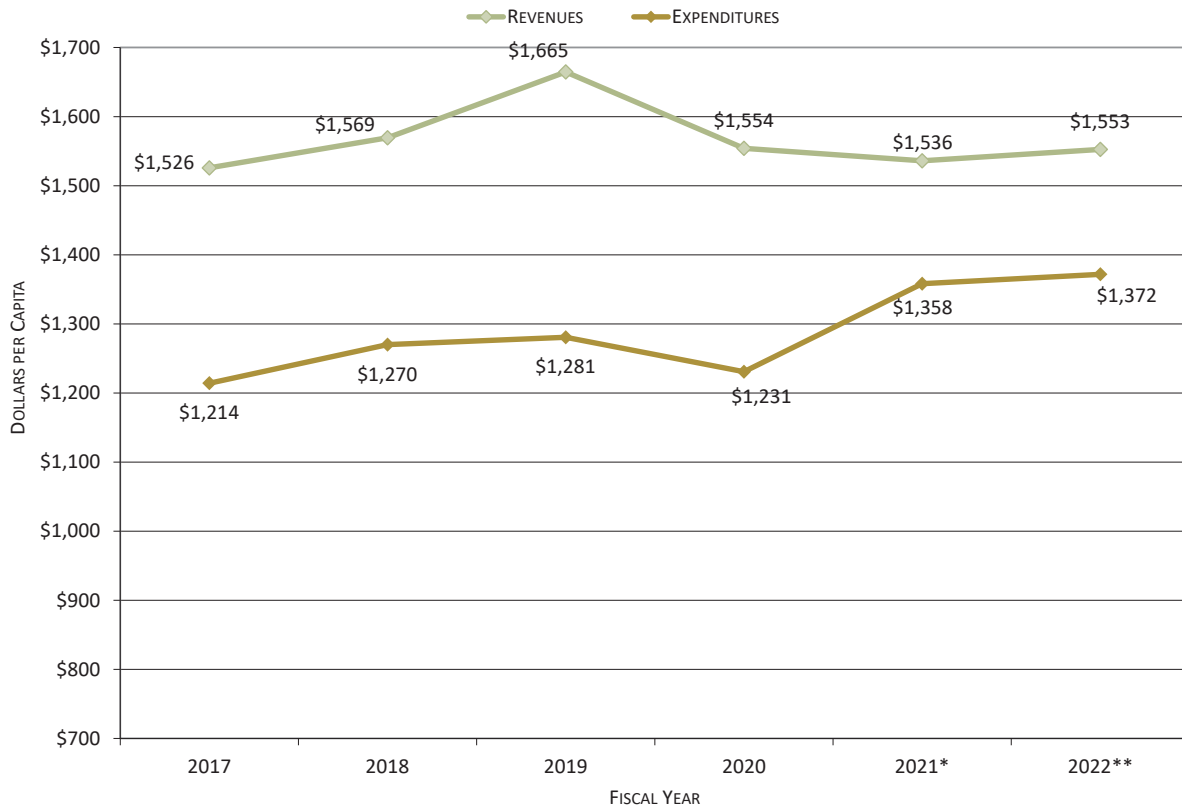
Warning Trend: Increase in revenue shortfalls or surpluses as a percentage of actual net operating revenues

Revenue shortfalls or surpluses  
Net operating revenues

The chart shows the amount of revenue collected against what was originally budgeted. Due to the City’s conservative approach to revenue forecasting, Southlake has a history of consistently collecting more revenue than originally budgeted. This eliminates any potential problems that arise from revenue shortfalls, ensuring that the City maintains a desired level of fund balance. FY 2021 and FY 2022 numbers will not be available until those budgets are closed and their audits are complete.

Fiscal Year	Budgeted General Fund Revenue	Actual General Fund Revenue
2010	\$30,820,685	\$33,114,058
2011	\$30,901,328	\$33,670,697
2012	\$34,515,981	\$35,261,601
2013	\$36,303,478	\$37,533,344
2014	\$39,650,399	\$40,852,512
2015	\$39,054,568	\$43,657,605
2016	\$40,759,805	\$44,001,000
2017	\$43,742,290	\$44,920,807
2018	\$44,989,871	\$46,423,288
2019	\$48,939,332	\$49,952,923
2020	\$46,599,199	\$48,584,294

## AVAILABLE EXPENDITURES & REVENUES PER CAPITA



Warning Trend: Net operating expenditures per capita becomes greater than net available revenues per capita

\*Unaudited  
\*\*Adopted Budget

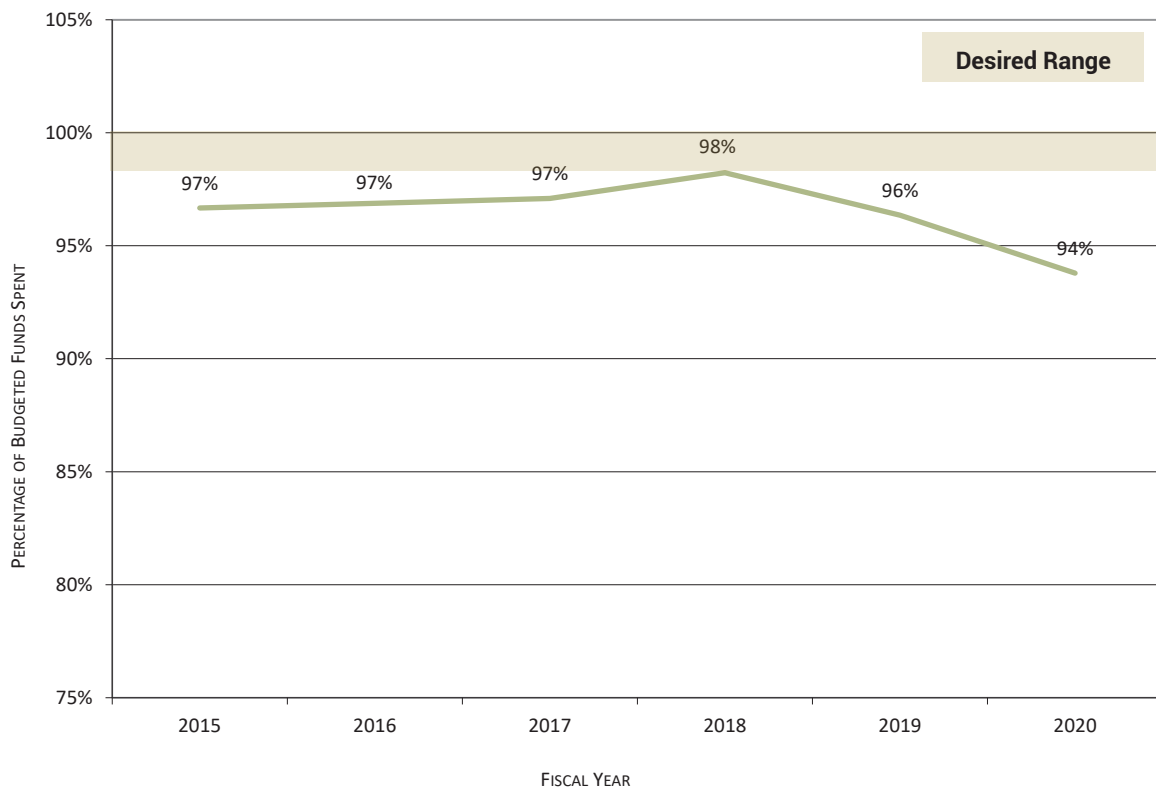
Net available revenues  
Population

Net operating expenditures  
Population

Changes in per capita expenditures and per capita revenues reflect changes in expenditures and revenues relative to changes in population. This chart shows a comparison between expenditures and revenues per capita and shows that revenues continue to exceed expenditures.

Fiscal Year	Population	General Fund Expenditures	Expenditures per Capita	General Fund Revenue	Revenue per Capita
2011	26,600	\$29,907,850	\$1,124	\$33,670,697	\$1,266
2012	26,770	\$30,208,804	\$1,128	\$35,261,601	\$1,317
2013	27,080	\$32,791,958	\$1,211	\$37,533,344	\$1,386
2014	27,330	\$33,429,492	\$1,223	\$40,852,512	\$1,495
2015	28,296	\$34,249,021	\$1,210	\$43,357,605	\$1,532
2016	28,868	\$34,834,913	\$1,207	\$44,001,000	\$1,524
2017	29,440	\$35,742,544	\$1,214	\$44,920,807	\$1,526
2018	29,580	\$37,561,818	\$1,270	\$46,423,288	\$1,569
2019	30,010	\$38,428,580	\$1,281	\$49,952,923	\$1,665
2020	30,310	\$38,481,661	\$1,267	\$48,584,294	\$1,600
2021*	31,199	\$42,369,950	\$1,358	\$47,924,998	\$1,536
2022**	31,924	\$43,789,728	\$1,372	\$49,563,909	\$1,553

## BUDGETED VS. ACTUAL EXPENDITURES



**Warning Trend:** Actual expenditures become greater than 100%. It is also concerning to have actual expenditures too much lower than 100%

$$\frac{\text{Actual Expenditures}}{\text{Budgeted Expenditures}}$$

Budgeted vs. actual expenditures displays the percentage of actual expenditures against what was budgeted for the fiscal year. The goal is to have actual expenditures within 98 to 100% of budgeted expenditures without exceeding the 100% mark. FY 2021 and FY 2022 numbers will not be available until those budgets are closed and their audits are completed.

Fiscal Year	Budgeted Funds	Actual Funds Spent
2009	\$30,458,503	\$28,947,728
2010	\$30,410,480	\$29,127,729
2011	\$30,879,616	\$29,907,850
2012	\$31,929,360	\$30,208,804
2013	\$34,357,229	\$32,791,958
2014	\$34,725,755	\$33,429,492
2015	\$35,429,210	\$34,249,021
2016	\$35,957,381	\$34,834,913
2017	\$36,811,470	\$35,742,544
2018	\$38,238,203	\$37,561,818
2019	\$39,884,408	\$38,428,580
2020	\$41,030,392	\$38,481,661



GENERAL FUND OPERATING EXPENDITURES BY FUNCTION AS % OF TOTAL OPERATING EXPENDITURES



Warning Trend: Increasing operating expenditures for one function as a percentage of total net operating expenditures

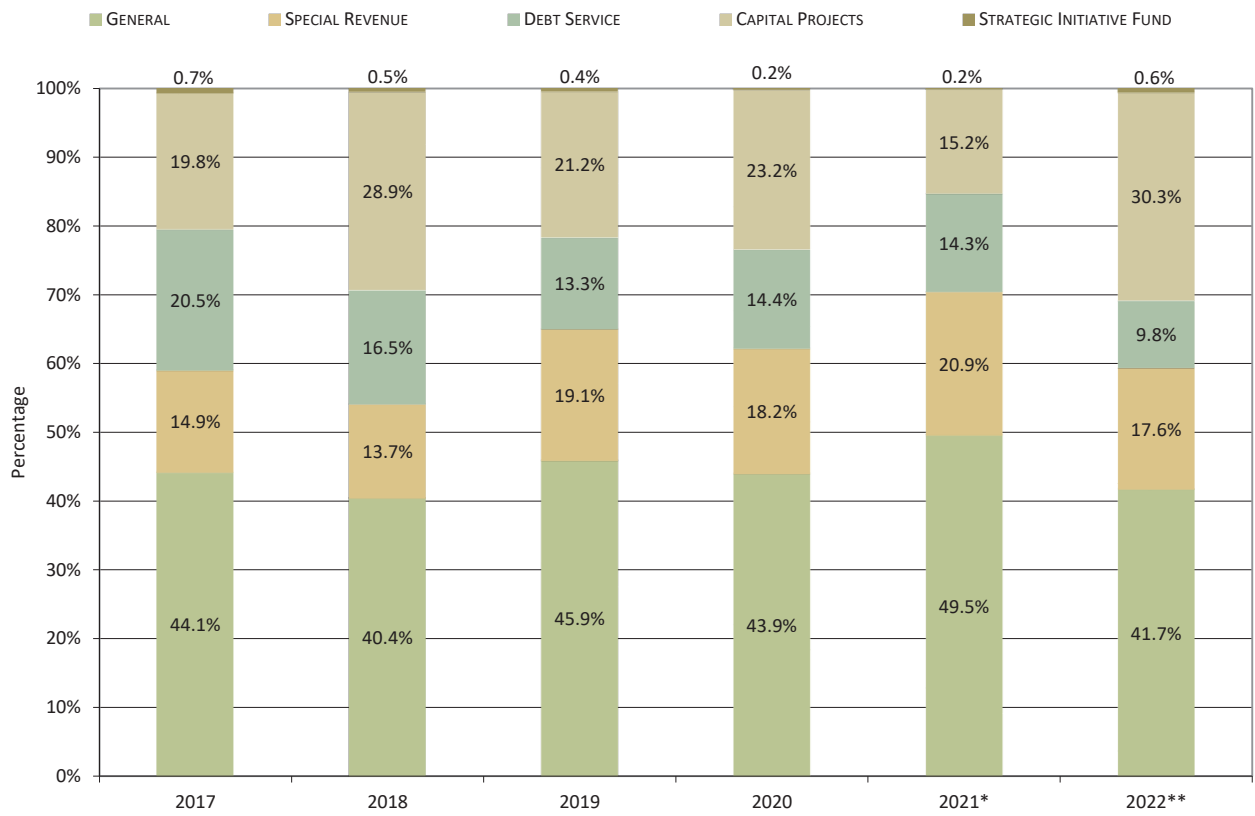
\*Unaudited  
\*\*Adopted Budget

Operating expenditures for one function  
Total net operating expenditures

This chart shows expenditures by function and provides a more detailed breakdown of Southlake’s general fund expenditures. The percentage of funds expended by function has remained relatively the same since 1999.

Fiscal Year	Actual Funds Spent
2010	\$29,127,729
2011	\$29,907,850
2012	\$30,208,804
2013	\$32,791,958
2014	\$33,429,492
2015	\$34,249,021
2016	\$34,834,913
2017	\$35,742,544
2018	\$37,561,818
2019	\$38,428,580
2020	\$38,481,661
2021*	\$42,369,950
2022**	\$43,539,922

EXPENDITURES BY GOVERNMENTAL TYPE AS A % OF TOTAL EXPENDITURES



Warning Trend: Increasing net operating expenditures for one fund as a percentage of total expenditures

\*Unaudited

\*\*Adopted Budget

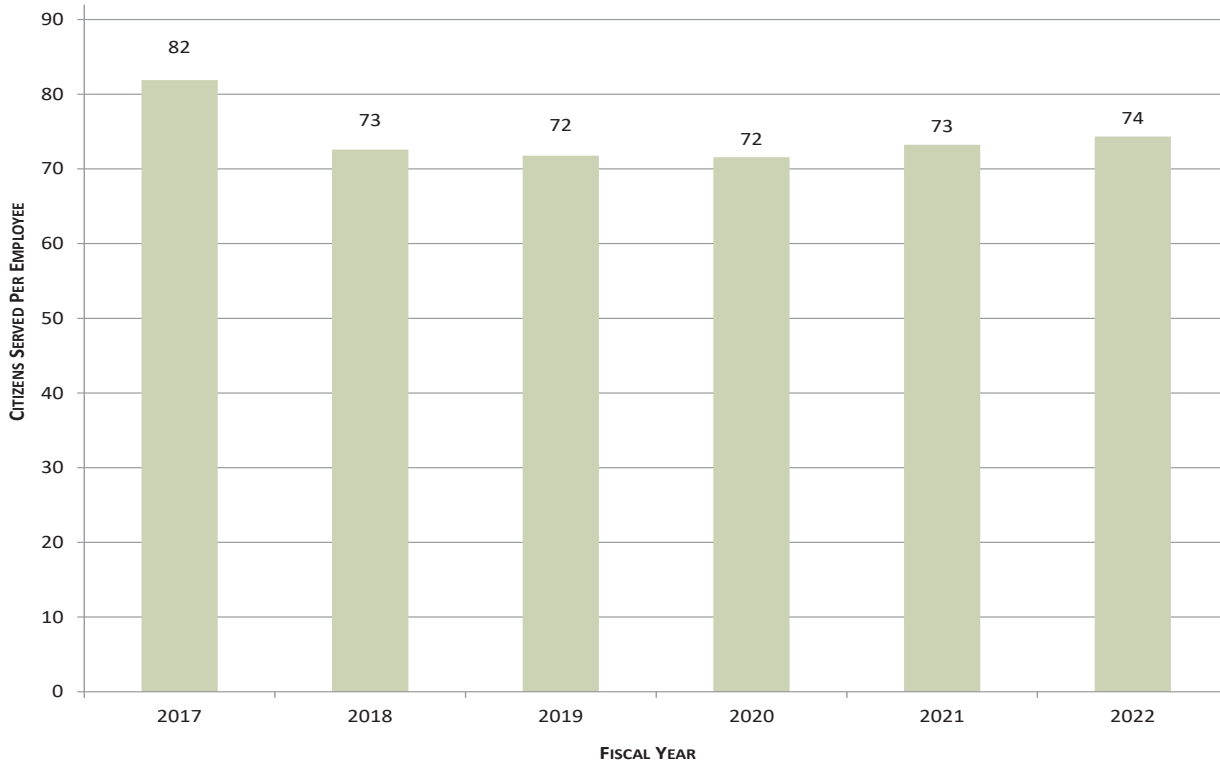
Net fund expenditures  
Total expenditures

General fund expenditures and funds allocated towards capital projects make up the majority of expenditures by government type as a percentage of total expenditures. The large percentages in both categories are due to the fact that the General Fund finances most City operations and Capital Projects spending goes toward the addition and improvement of vital infrastructure throughout the City.

	2011	2012	2013	2014	2015	2016
General Fund	\$30,079,190	\$30,517,688	\$33,058,237	\$33,598,594	\$34,471,429	\$35,141,805
Special Revenue	\$6,225,678	\$5,622,443	\$7,239,170	\$7,191,591	\$7,798,925	\$9,099,835
Debt Service	\$14,547,962	\$15,230,790	\$15,688,654	\$16,651,615	\$18,383,846	\$16,825,811
Capital Projects	\$17,649,063	\$11,429,799	\$17,280,907	\$16,308,961	\$21,284,293	\$9,146,941
Strategic Initiative	\$1,120,999	\$311,934	\$1,836,411	\$589,189	\$989,754	\$876,652

	2017	2018	2019	2020	2021*	2022**
General Fund	\$36,861,971	\$38,933,189	\$40,241,696	\$39,681,702	\$44,768,560	\$45,173,759
Special Revenue	\$12,452,223	\$13,173,824	\$16,789,180	\$16,484,881	\$18,855,773	\$19,097,645
Debt Service	\$17,098,223	\$15,915,291	\$11,683,342	\$13,004,689	\$12,897,451	\$10,599,984
Capital Projects	\$16,543,086	\$27,812,703	\$18,642,707	\$20,952,920	\$13,690,000	\$32,753,000
Strategic Initiative	\$569,685	\$444,560	\$376,848	\$207,167	\$150,000	\$643,462

## SOUTHLAKE CITIZENS SERVED

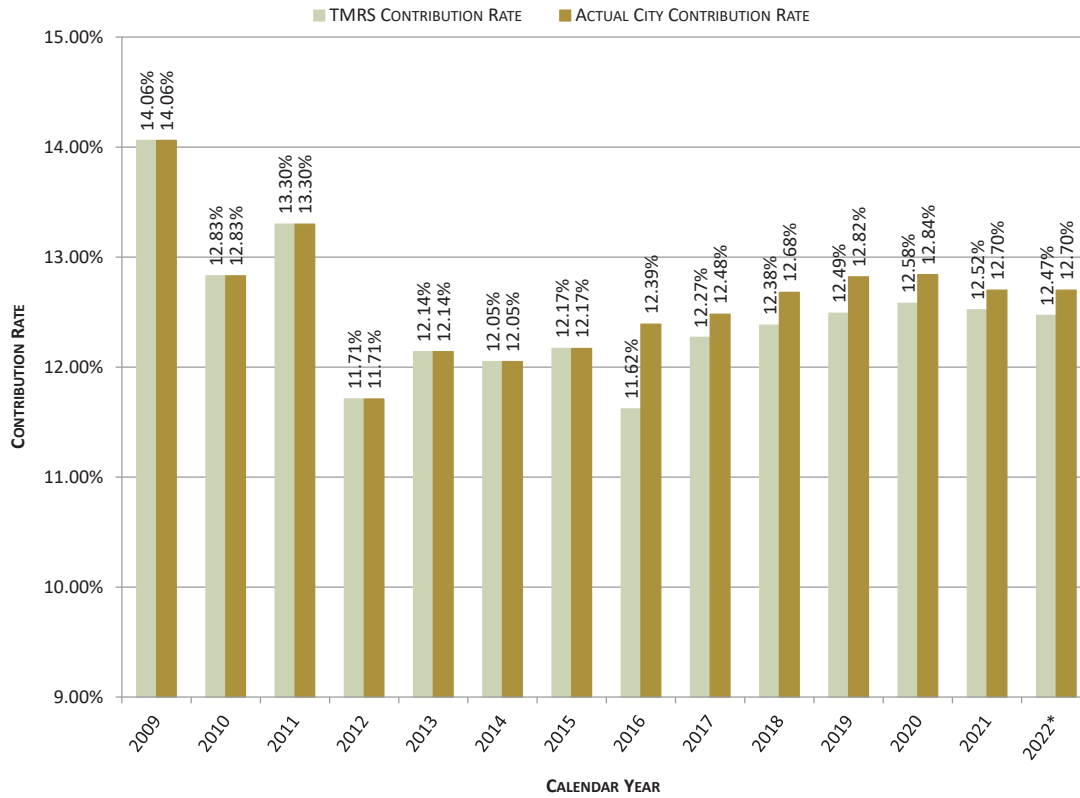


**Warning Trend:**  
Increasing number of municipal employees per capita

Because personnel costs are a major portion of a local government’s operating budget, plotting changes in the number of employees per capita is a good way to measure changes in expenditures. This chart shows that while the City has added services and facilities, the number of citizens served per employee has fluctuated only slightly which reflects the City’s focus on quality customer service.

Fiscal Year	Population	Employees (FTEs)	Citizens Served Per Employee
2011	26,600	303.75	88
2012	26,770	310.90	86
2013	27,080	333.35	81
2014	27,330	342.10	80
2015	28,296	348.35	81
2016	28,868	356.85	81
2017	29,440	359.48	82
2018	29,580	407.48	73
2019	30,010	418.08	72
2020	30,370	424.33	72
2021	31,199	425.96	73
2022	31,924	429.47	74

## TMRS RETIREMENT CONTRIBUTION RATE

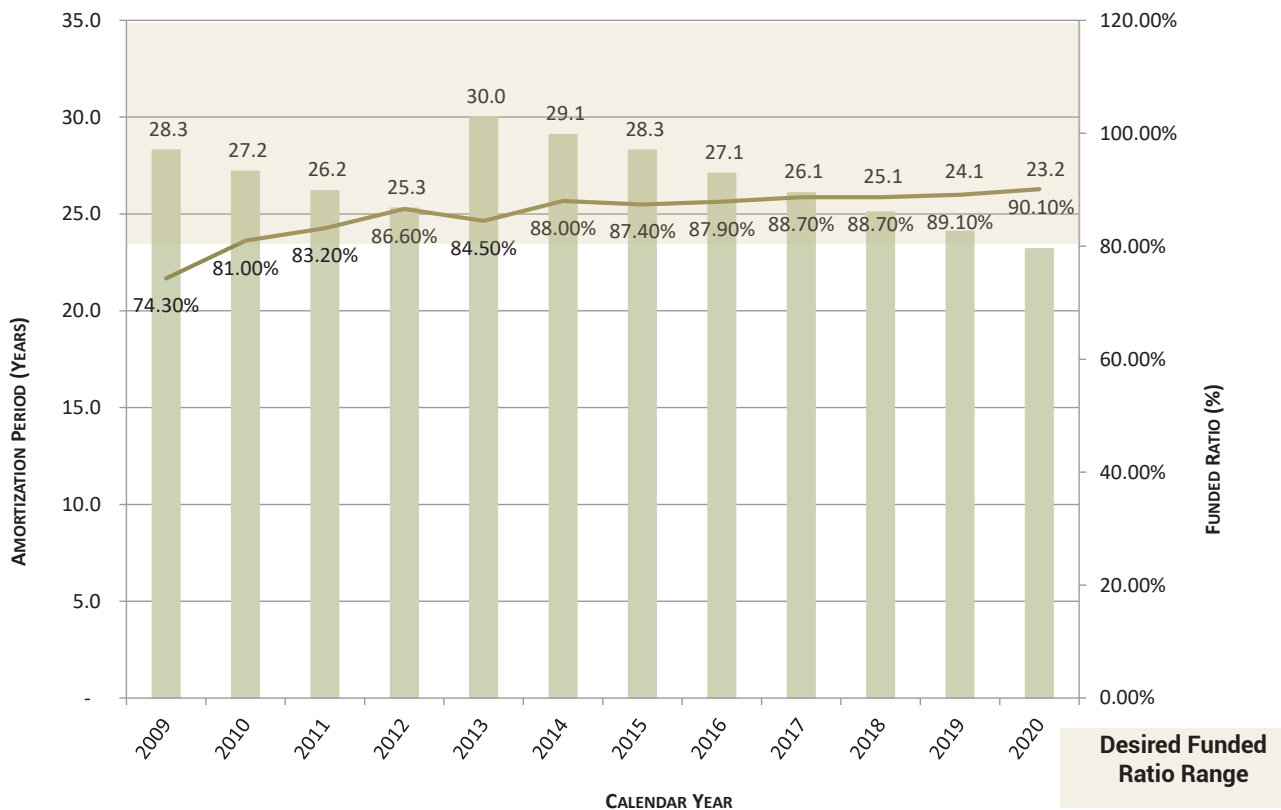


This chart reflects the Texas Municipal Retirement System (TMRS) contribution rate the City of Southlake is required to pay annually compared to the amount the City has paid. This contribution rate is set by TMRS. Since 2016 the City has exceeded the contribution requirement in an effort to reduce the amortization period from 30 years to 25 years.

Calendar Year	TMRS Contribution Rate	Actual City Contribution Rate
2009	14.06%	14.06%
2010	12.83%	12.83%
2011	13.30%	13.30%
2012	11.71%	11.71%
2013	12.14%	12.14%
2014	12.05%	12.05%
2015	12.17%	12.17%
2016	11.62%	12.39%
2017	12.27%	12.48%
2018	12.38%	12.68%
2019	12.49%	12.82%
2020	12.58%	12.84%
2021	12.52%	12.70%
2022*	12.47%	12.70%

\*Reflects budgeted contribution rate.

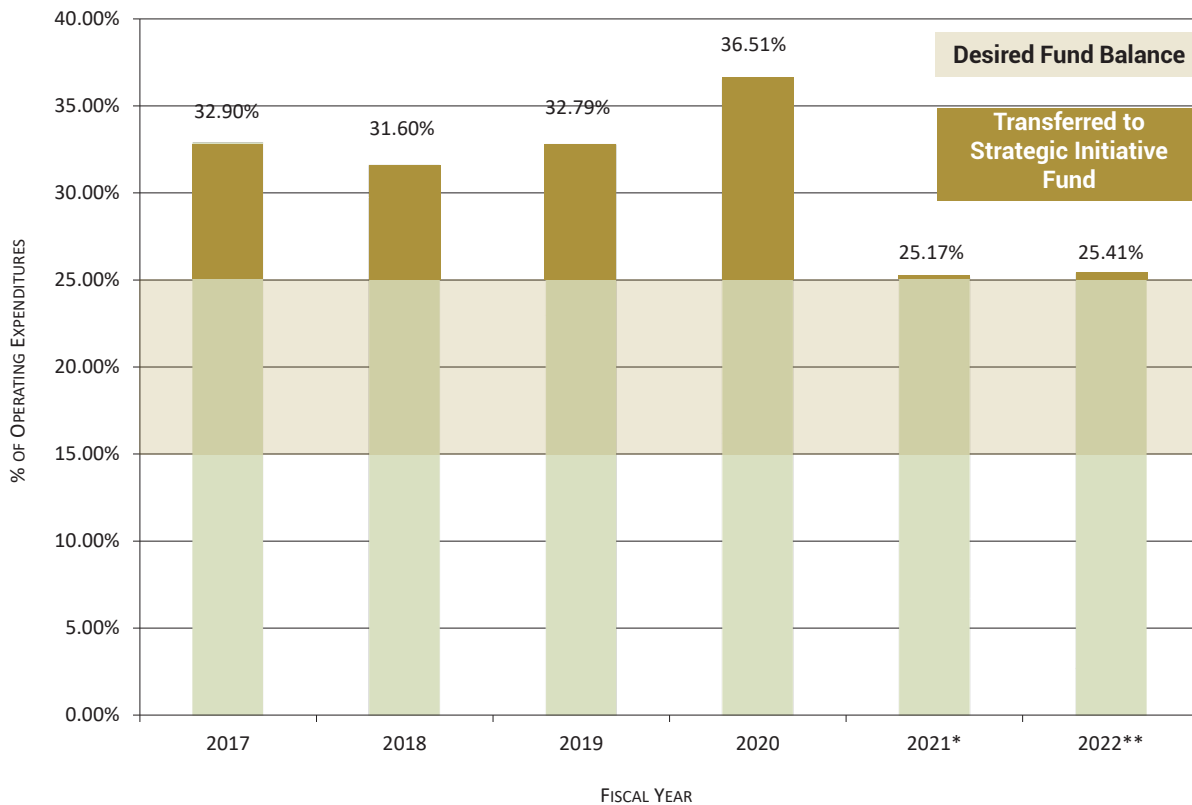
## TMRS FUNDED RATIO & AMORTIZATION PERIOD



This chart reflects the funded ratio and the amortization period for the City of Southlake’s plan with Texas Municipal Retirement System (TMRS). The funded ratio is the ratio of the actuarial value of assets to the actuarial accrued liability. The City’s current funded ratio is 90.1% and, generally, ratios above 80% are considered to be positive. The amortization period is the period over which the existing unfunded actuarial accrued liability is projected to be paid off. For the City of Southlake, the period is 23.2 years. The City is actively working to raise the funded ratio and lower the amortization period by exceeding the contribution requirement.

Calendar Year	Funded Ratio	Amortization Period (years)
2009	74.30%	28.3
2010	81.00%	27.2
2011	83.20%	26.2
2012	86.60%	25.3
2013	84.50%	30.0
2014	88.00%	29.1
2015	87.40%	28.3
2016	87.90%	27.1
2017	88.70%	26.1
2018	88.70%	25.1
2019	89.10%	24.1
2020	90.10%	23.2

**UNRESERVED GENERAL FUND BALANCE AS A % OF OPERATING EXPENDITURES**



Warning Trend: Increase in general fund operating deficit or surplus as a percentage of net operating expenditures

\*Unaudited  
\*\*Adopted Budget

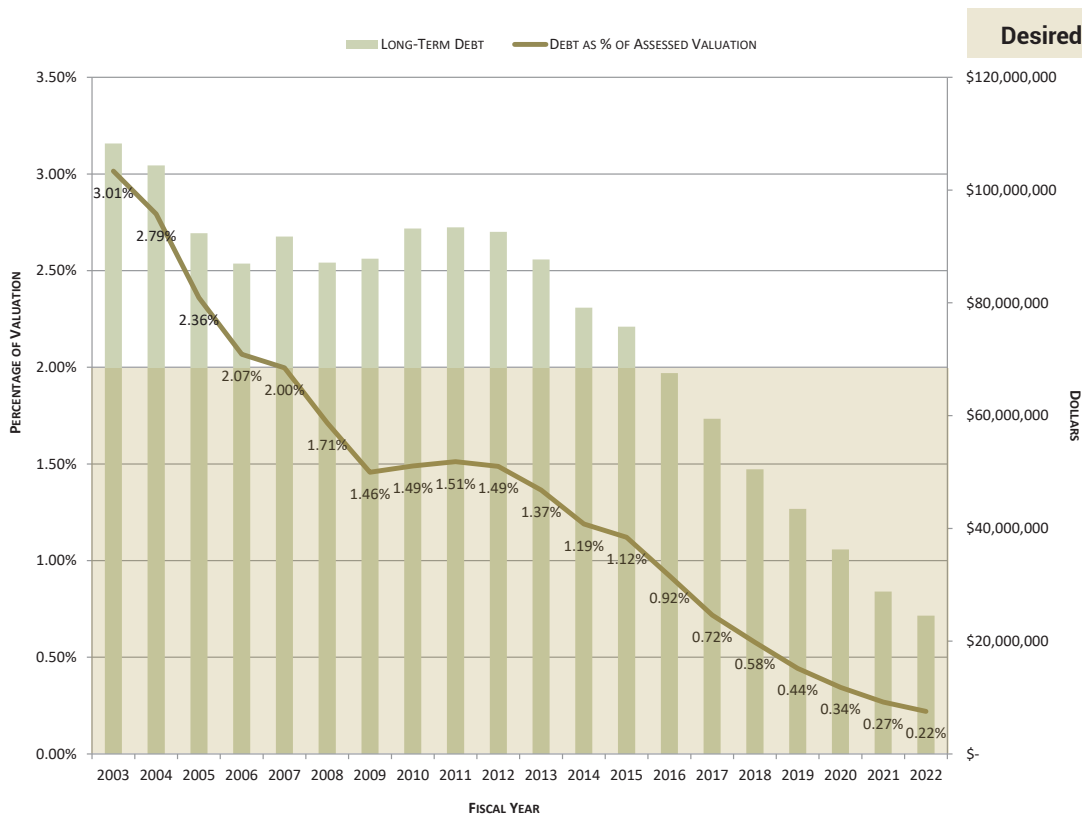
General fund operating deficit or surplus  
Net operating expenditures

The size of a local government’s fund balance can affect its ability to withstand financial emergencies. While the availability of unencumbered reserves is a positive, it should also be noted that too large of a fund balance is also viewed as a red flag. The City of Southlake’s Fund Balance Policy states, “The City of Southlake’s goal shall be to maintain a fund balance in the General Fund equal to a minimum of 15% of General Fund budgeted operating expenditures, with the optimum goal of 25%.”

Since 2006, any dollars beyond the optimal goal of 25% have been transferred to the Strategic Initiative Fund (SIF) whose use is limited to one-time, non-recurring expenses. This fund has been used for infrastructure maintenance (City facility repairs and renovations), Southlake 2030, technology needs, and capital projects such as roads and sidewalks. In fact, the SIF has funded more than \$58 million of capital projects since 2006, allowing the City to avoid borrowing money to fund these projects. The City has also been able to purchase needed public safety equipment such as a fire ladder truck, engine and an ambulance, as well as a portion of the outdoor warning system. This fund has been a valuable tool for funding high impact projects.

Fiscal Year	Actual Funds Spent	Fund Balance	Fiscal Year	Actual Funds Spent	Fund Balance
2011	\$29,907,850	\$10,238,177	2017	\$35,742,544	\$11,758,431
2012	\$30,208,804	\$10,764,774	2018	\$37,561,818	\$11,870,887
2013	\$32,791,958	\$11,296,929	2019	\$38,428,580	\$12,601,730
2014	\$33,429,210	\$11,394,336	2020	\$38,481,661	\$14,049,369
2015	\$34,249,021	\$12,246,504	2021*	\$42,369,950	\$10,663,859
2016	\$34,834,913	\$12,214,105	2022**	\$43,539,922	\$11,062,268

PROPERTY TAX SUPPORTED LONG-TERM DEBT AS A % OF ASSESSED VALUATION



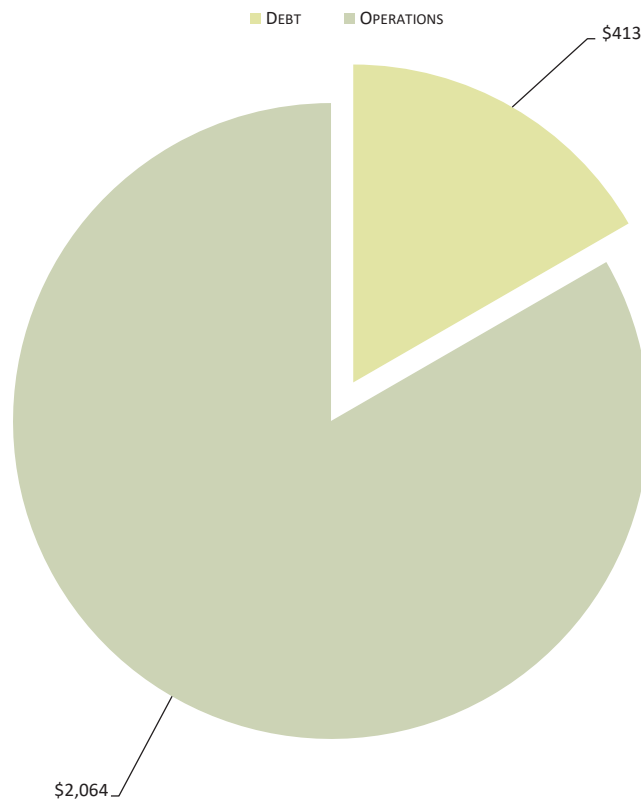
Warning Trend: Increasing net long-term debt as a percentage of assessed valuation

Long-term debt / Assessed valuation

This chart shows the debt issued by Southlake that is supported by property tax revenues relative to the total assessed valuation. Credit industry benchmarks state debt exceeding ten percent of assessed valuation as well as increasing long-term debt as a percentage of assessed valuation are warning signals. Neither of these trends are reflected in this chart which shows that the property tax supported long-term debt as a percentage of assessed valuation has been falling since 2003 and remains well below the ten percent benchmark. The City has established its own target of two percent or below, as outlined in the Financial Principles section of the Appendix, and since 2007, our debt as a percentage of assessed valuation has been at or below two percent.

Fiscal Year	Long-Term Debt	Assessed Valuation	Debt as % of Assessed Valuation	Fiscal Year	Long-Term Debt	Assessed Valuation	Debt as % of Assessed Valuation
2003	\$108,251,208	\$3,590,810,881	3.01%	2013	\$87,681,533	\$6,422,291,913	1.37%
2004	\$104,384,962	\$3,737,260,696	2.79%	2014	\$79,129,909	\$6,653,765,251	1.19%
2005	\$92,345,898	\$3,913,240,543	2.36%	2015	\$75,779,902	\$6,760,119,917	1.12%
2006	\$86,977,885	\$4,207,074,169	2.07%	2016	\$67,555,109	\$7,322,599,520	0.92%
2007	\$91,759,026	\$4,593,954,505	2.00%	2017	\$59,439,993	\$8,269,475,160	0.72%
2008	\$87,122,650	\$5,088,802,161	1.71%	2018	\$50,477,189	\$8,743,046,226	0.58%
2009	\$88,846,144	\$5,582,058,197	1.46%	2019	\$43,475,681	\$9,810,068,614	0.44%
2010	\$93,169,077	\$6,252,920,129	1.49%	2020	\$36,272,575	\$10,526,366,088	0.34%
2011	\$93,402,615	\$6,178,132,589	1.51%	2021	\$28,784,272	\$10,714,248,031	0.27%
2012	\$95,940,907	\$6,226,088,861	1.49%	2022	\$24,528,447	\$11,138,315,427	0.22%

## CITY PROPERTY TAX BILL FOR AVERAGE HOME



**Total City tax bill for \$793,970 home: \$2,477**

2021 Adopted Tax Rate	\$0.390000
2021 No New Revenue Tax Rate	\$0.397100
2021 Voter Approval Rate (Adjusted for unused increment rate)	\$0.435175
2021 Adopted Tax Rate	\$0.390000
Maintenance & Operations Component	\$0.325000
Debt Service Component	\$0.065000

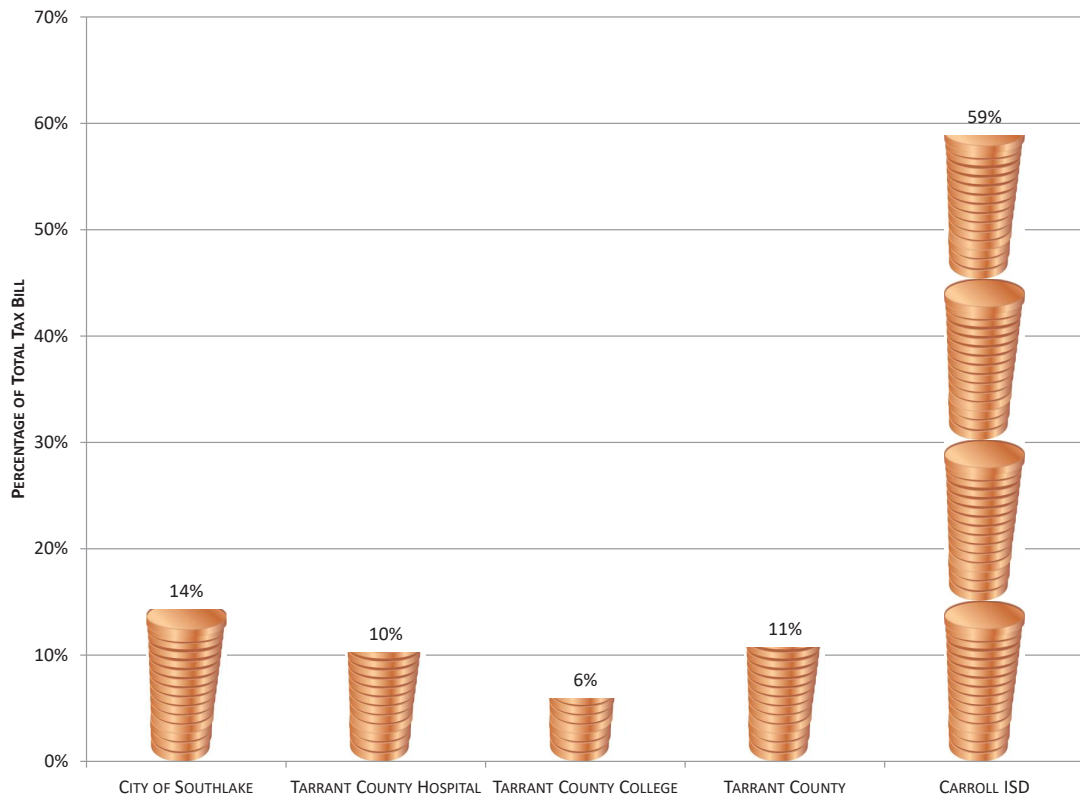
**Summary:**

This year's City tax bill for an average residential property:  
 $\$793,970 - 20\% \text{ Homestead Exemption} / \$100 \times \$0.390000 = \$2,477$

Last year's City tax bill for an average residential property:  
 $\$752,068 - 20\% \text{ Homestead Exemption} / \$100 \times \$0.405000 = \$2,437$



## WHAT DOES A RESIDENTIAL PROPERTY OWNER PAY?



FY 2022 property tax based on 2021 assessment

This chart illustrates the City property tax portion payable for Fiscal Year 2021 by an individual owning a home valued at \$793,970 located in Tarrant County and in the Carroll Independent School District.

Taxing Entity	FY 2022 Adopted Tax Rates	Tax Bill (For an average valued home)	Percentage of Total
City of Southlake	\$0.390000	\$2,477	14%
Tarrant County Hospital	\$0.224429	\$1,782	10%
Tarrant County College	\$0.130170	\$1,034	6%
Tarrant County	\$0.229000	\$1,818	11%
Carroll ISD	\$1.286400	\$10,214	59%

# BENCHMARK CITY TREND DATA

A key element of Southlake’s Financial Trend Monitoring System includes identifying how Southlake’s financial condition compares with that of selected benchmark cities. Although there are differences between cities such as transportation networks, geographical constraints, population, infrastructure and budgets, it is helpful for a city to identify peer cities that have similar conditions to its own or are located in the same labor market, in order to best assess its own fiscal health.

Southlake has identified eighteen benchmark cities within the Dallas-Fort Worth region. The list of these cities can be seen below. By collecting and analyzing data from these cities, the City of Southlake is in a better position to know how well we are performing and in what ways we may need to make adjustments to ensure the City’s fiscal health and sustainability.



**CITY OF ALLEN**



**CITY OF ARLINGTON**



**CITY OF BEDFORD**



**CITY OF CARROLLTON**



**CITY OF COLLEYVILLE**



**CITY OF COPPELL**



**CITY OF EULESS**



**CITY OF FARMERS BRANCH**



**TOWN OF FLOWER MOUND**



**CITY OF FRISCO**



**CITY OF GRAPEVINE**



**CITY OF HURST**



**CITY OF KELLER**



**CITY OF MCKINNEY**



**CITY OF NORTH RICHLAND HILLS**



**CITY OF PLANO**

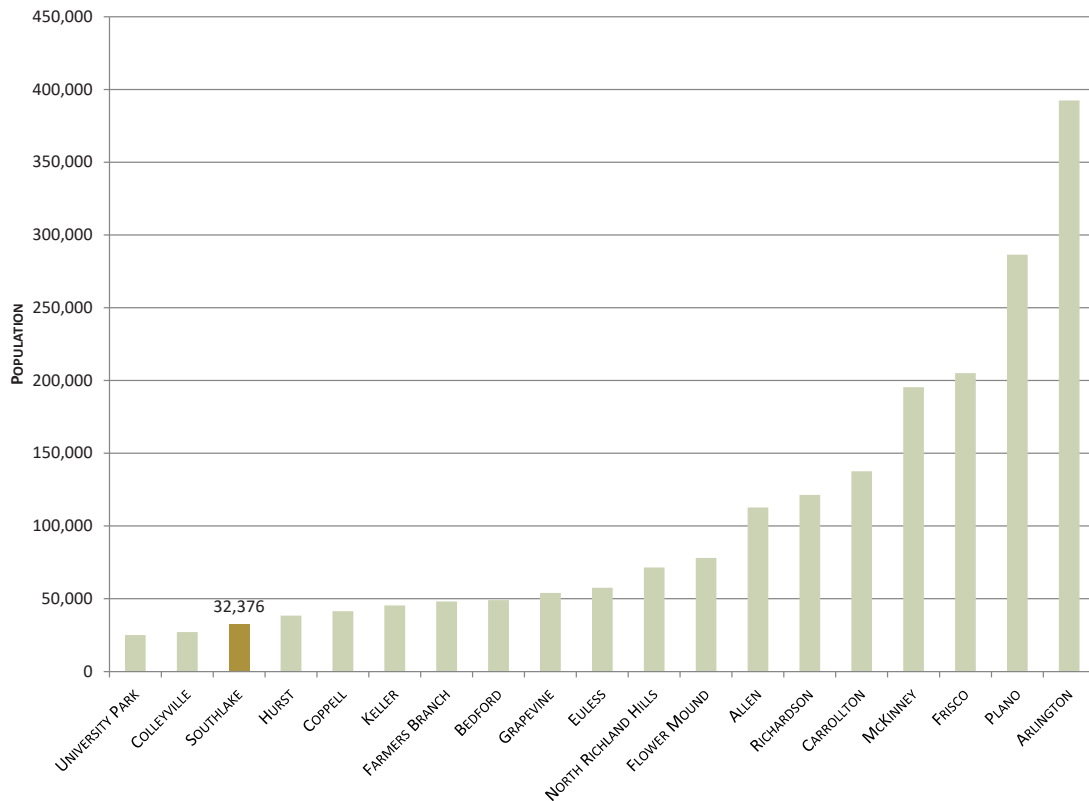


**CITY OF RICHARDSON**



**CITY OF UNIVERSITY PARK**

## POPULATION COMPARISON

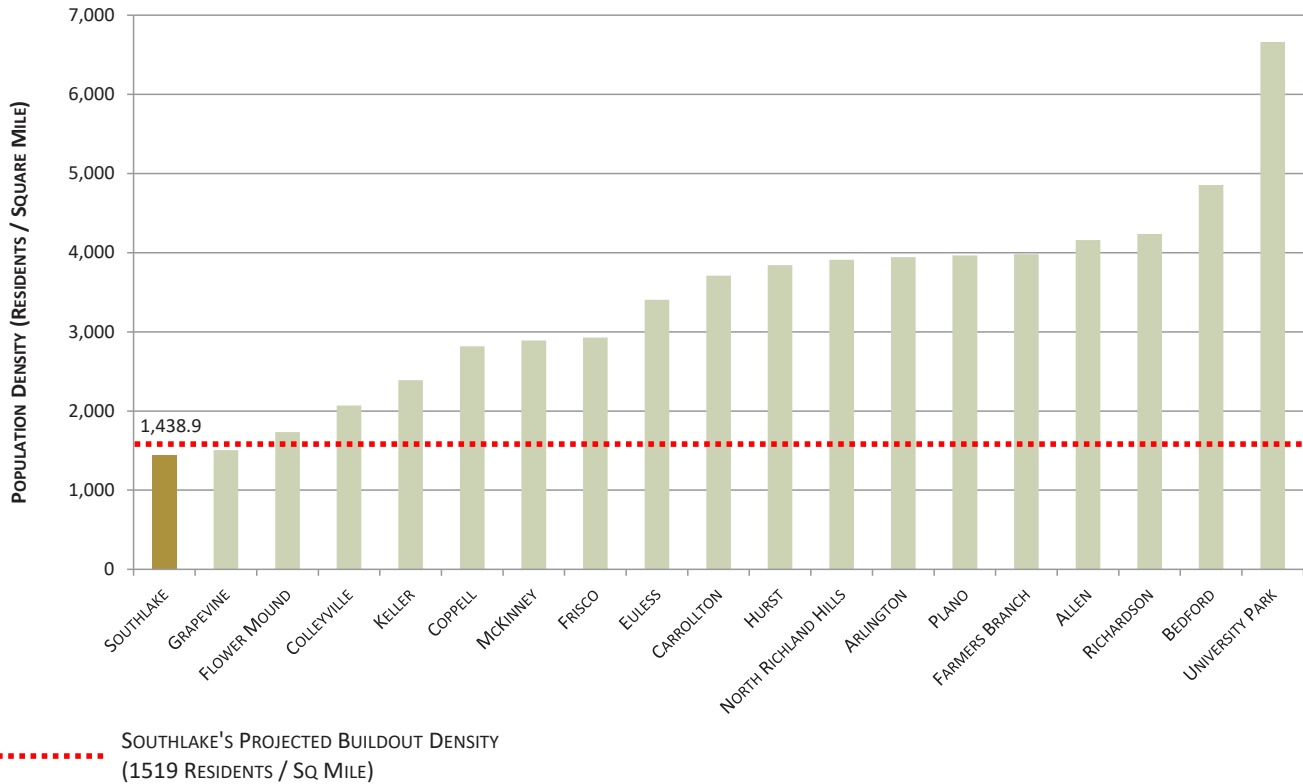


2021 Population

This chart compares Southlake’s 2021 population with that of its benchmark cities.

City	Population	City	Population
Allen	112,796	Grapevine	53,976
Arlington	392,462	Hurst	38,410
Bedford	49,049	Keller	45,400
Carrollton	137,650	McKinney	195,342
Colleyville	27,091	North Richland Hills	71,508
Coppell	41,410	Plano	286,400
Euless	57,550	Richardson	121,323
Farmers Branch	48,158	University Park	24,985
Flower Mound	78,080	Southlake	32,376
Frisco	205,000		

## POPULATION DENSITY COMPARISON

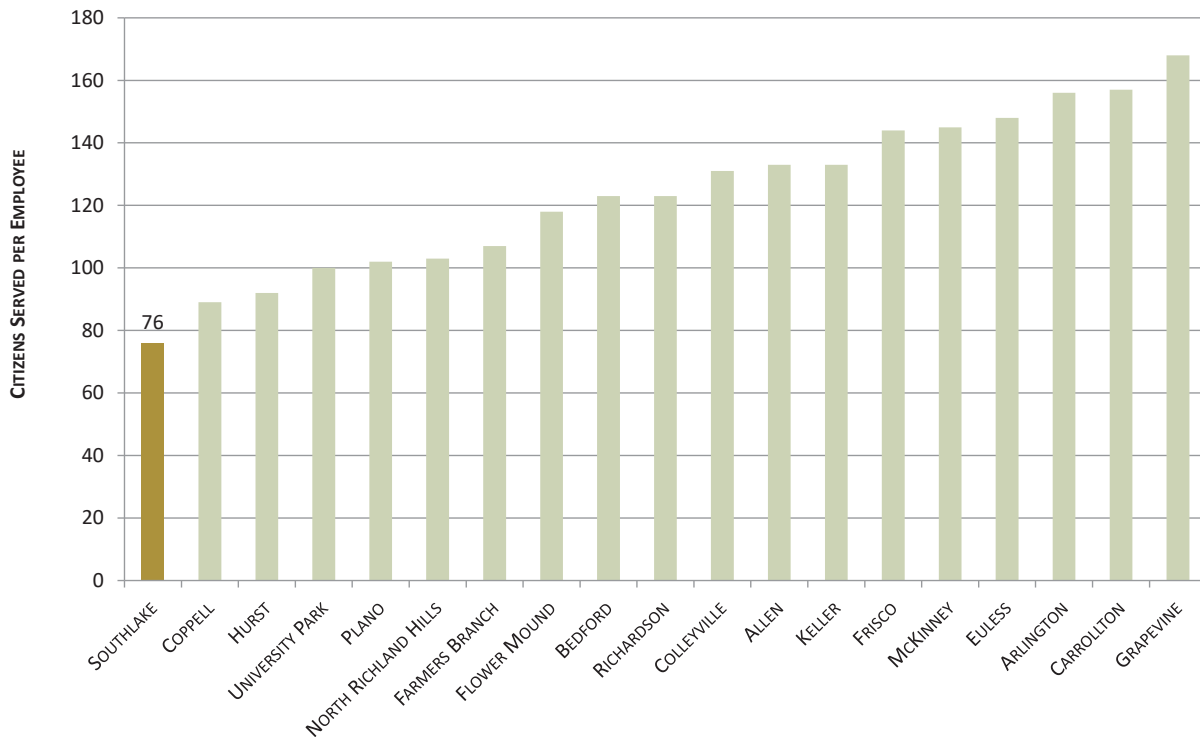


### 2021 Residents per Square Mile

This chart compares Southlake’s 2021 population density to that of its benchmark cities and illustrates that Southlake has the lowest population density when compared to the benchmark cities with 1,438.9 residents per square mile. Additionally, when the build-out population of 34,188 is used to project density at build-out, Southlake’s density remains well below the majority of the comparison cities.

City	Population	Square Miles	City	Population	Square Miles
Allen	112,796	27.1	Grapevine	53,976	35.9
Arlington	392,462	99.5	Hurst	38,410	10.0
Bedford	49,049	10.1	Keller	45,400	19.0
Carrollton	137,650	37.1	McKinney	195,342	68.0
Colleyville	27,091	13.1	North Richland Hills	71,508	18.3
Coppell	41,410	14.7	Plano	286,400	72.2
Euless	57,550	16.2	Richardson	121,323	28.7
Farmers Branch	48,158	12.1	University Park	24,985	3.8
Flower Mound	78,080	45.0	Southlake	32,376	22.5
Frisco	205,000	70.0			

### CITIZENS SERVED COMPARISON

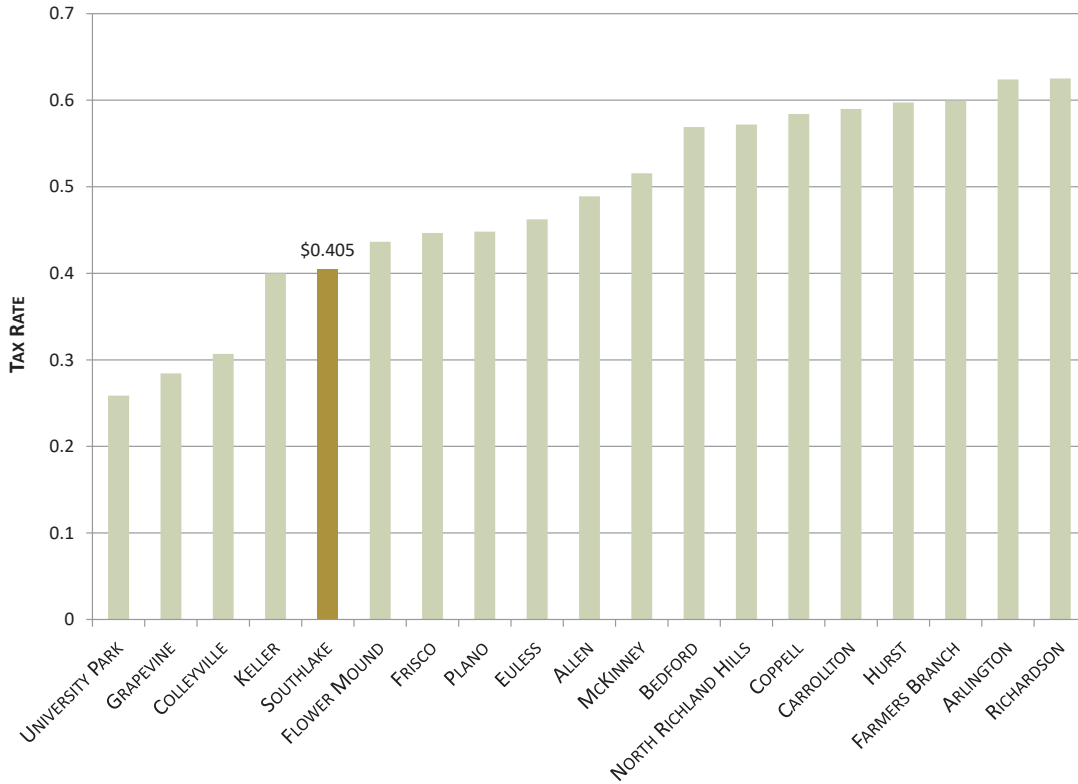


### 2021 Citizens Served Per FTE

In FY 2021, the City of Southlake served 76 citizens per full-time equivalent (FTE), which is on the lower end of the scale against our benchmark cities. Being at the lower end of the scale means that the employee to citizen ratio is lower, which allows the City to provide services at the level that the community expects.

City	Population	FTE	Citizens Served Per FTE	City	Population	FTE	Citizens Served Per FTE
Allen	112,796	847.94	133	Grapevine	53,976	321.00	168
Arlington	392,462	2509.00	156	Hurst	38,410	418.85	92
Bedford	49,049	399.77	123	Keller	45,400	342.14	133
Carrollton	137,650	874.75	157	McKinney	195,342	1351.00	145
Colleyville	27,091	206.23	131	North Richland Hills	71,508	696.79	103
Coppell	41,410	465.14	89	Plano	286,400	2817.50	102
Euless	57,550	390.00	148	Richardson	121,323	985.00	123
Farmers Branch	48,158	449.81	107	University Park	24,985	425.96	100
Flower Mound	78,080	661.50	118	Southlake	32,376	249.00	76
Frisco	205,000	1422.91	144				

### TAX RATE - COMPARISON

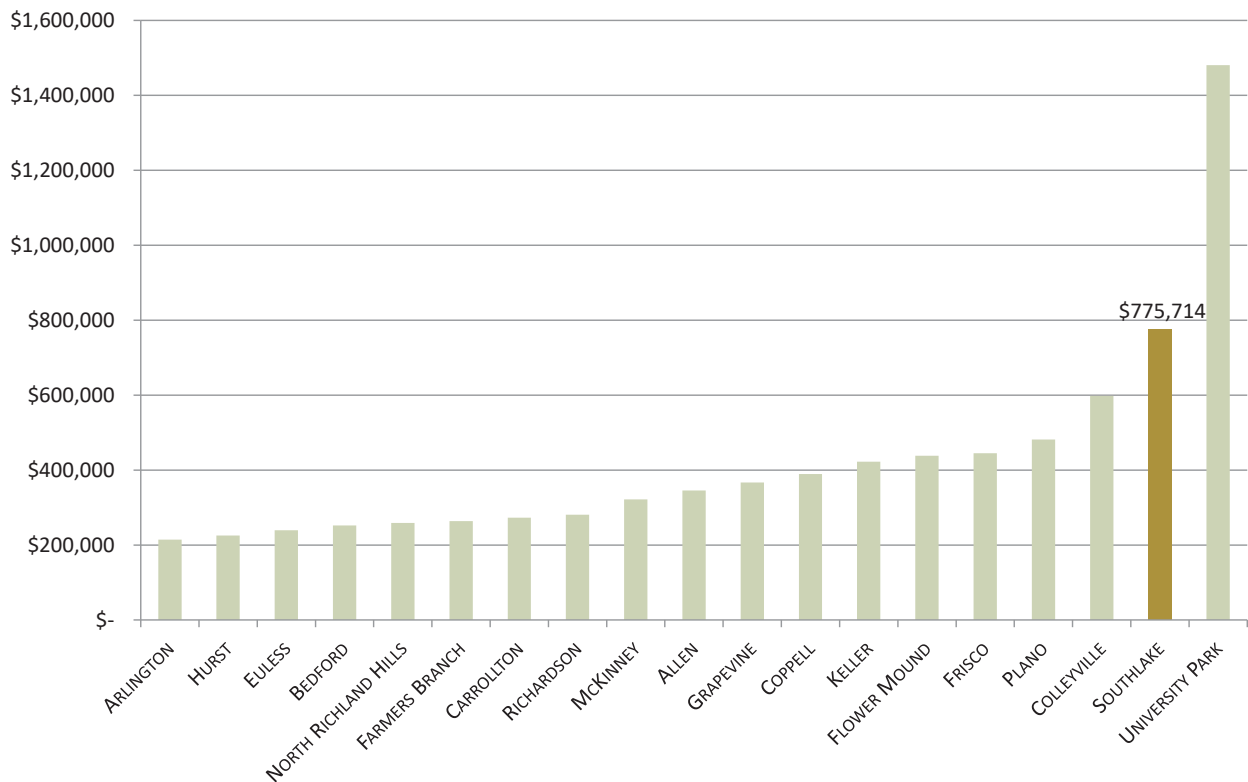


FY 2021

This chart shows the total FY 2021 ad valorem tax rate for each benchmark city. FY 2021 takes place during the 2020 tax year. Southlake’s total tax rate trends towards the lower third of this chart, demonstrating that the City’s tax rate is competitive when compared to the total tax rates of the other benchmark municipalities.

City	Maintenance & Operations	Debt Service	Total Tax Rate	City	Maintenance & Operations	Debt Service	Total Tax Rate
Allen	\$0.3905	\$0.0945	\$0.4850	Grapevine	\$0.1332	\$0.1427	\$0.2759
Arlington	\$0.4085	\$0.2140	\$0.6225	Hurst	\$0.5042	\$0.1210	\$0.6252
Bedford	\$0.3310	\$0.2380	\$0.5690	Keller	\$0.3242	\$0.0708	\$0.3950
Carrollton	\$0.4778	\$0.1464	\$0.6241	McKinney	\$0.3547	\$0.1539	\$0.5086
Colleyville	\$0.2894	\$0.0149	\$0.3044	North Richland Hills	\$0.3436	\$0.2321	\$0.5757
Coppell	\$0.4812	\$0.0988	\$0.5800	University Park	\$0.2648	\$-	\$0.2648
Euleless	\$0.3820	\$0.0805	\$0.4625	Plano	\$0.3372	\$0.1110	\$0.4482
Farmers Branch	\$0.5062	\$0.0828	\$0.5890	Richardson	\$0.3812	\$0.2439	\$0.6252
Flower Mound	\$0.3504	\$0.0887	\$0.4392	Southlake	\$0.3300	\$0.0750	\$0.4050
Frisco	\$0.2971	\$0.1476	\$0.4448				

## AVERAGE HOME VALUE - COMPARISON



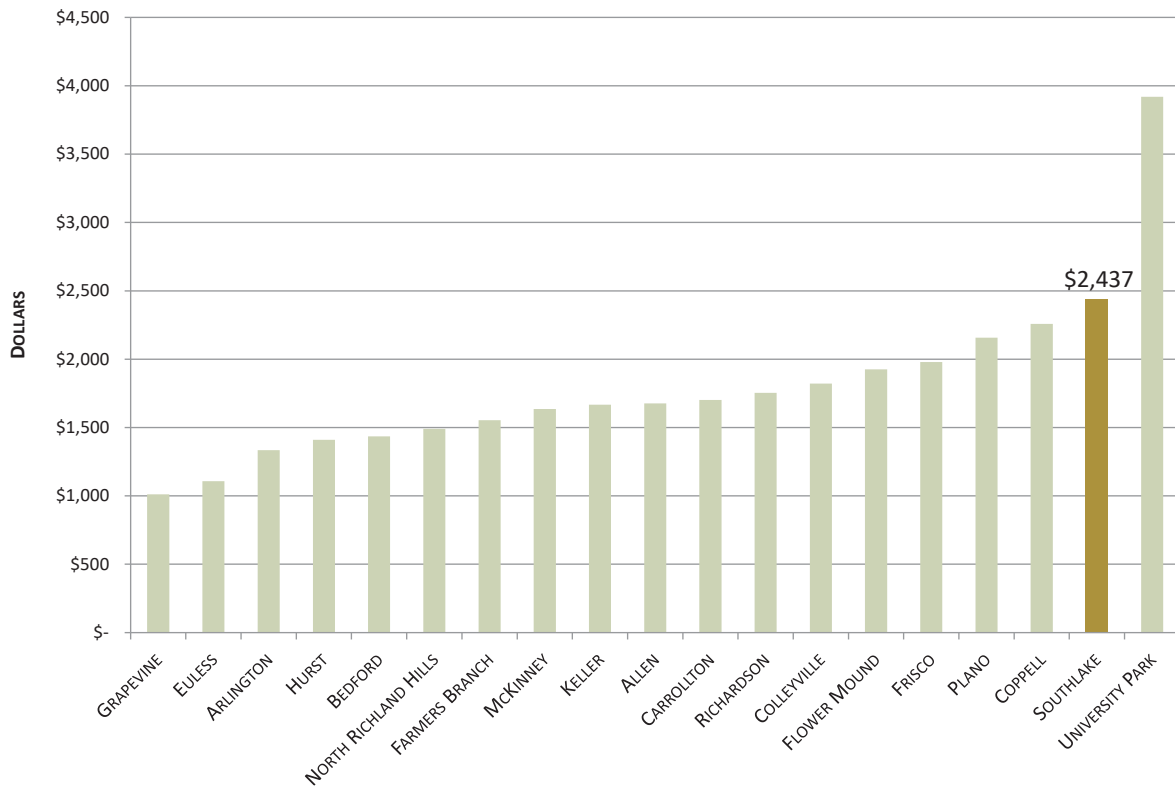
2020 Tax Year

This chart shows a comparison of each city’s average home value for FY 2021, which is the 2020 Tax Year. Southlake is on the high end of the list with a \$775,714 value, only exceeded by University Park.

City	2020 Tax Year Average Home Value	City	2020 Tax Year Average Home Value
Allen	\$345,576	Grapevine	\$366,652
Arlington	\$214,509	Hurst	\$225,484
Bedford	\$252,183	Keller	\$422,123
Carrollton	\$272,649	McKinney	\$321,449
Colleyville	\$598,244	North Richland Hills	\$259,035
Coppell	\$389,394	Plano	\$481,359
Euless	\$239,418	Richardson	\$280,549
Farmers Branch	\$263,639	University Park	\$1,480,359
Flower Mound	\$438,328	Southlake	\$775,714
Frisco	\$444,889		



### CITY TAX BILL - COMPARISON

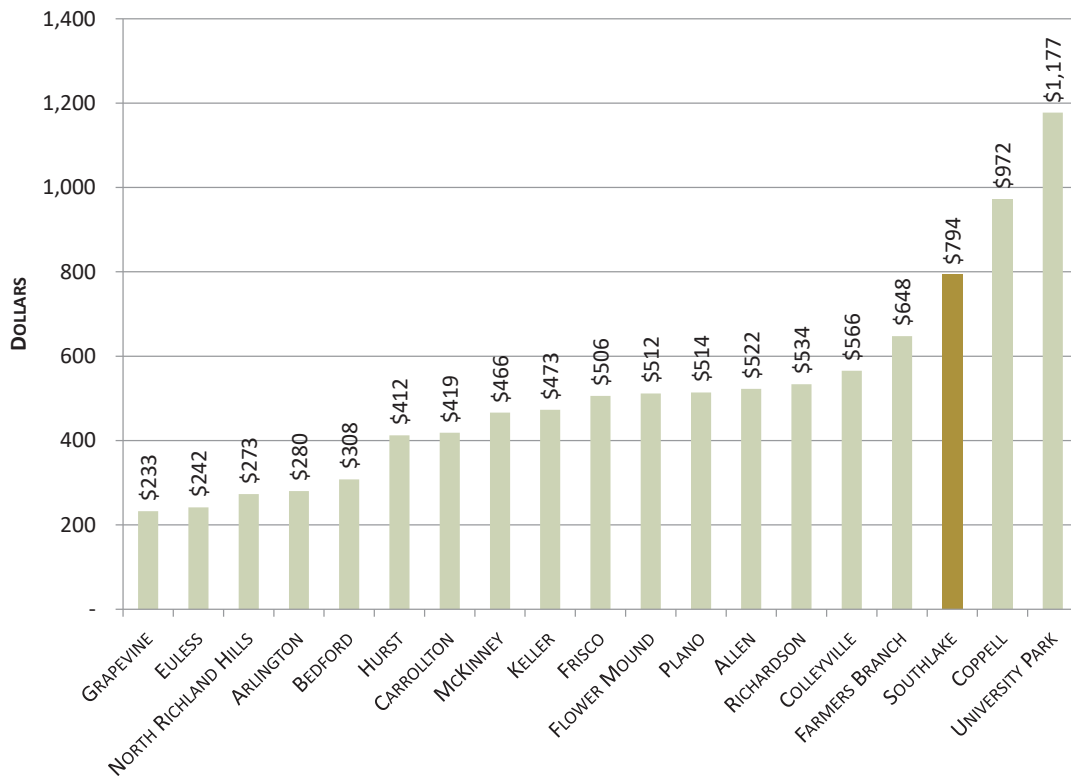


2020 Tax Year

This chart shows a comparison of the amount for city tax bill on an average valued home for FY 2021 (2020 tax year). Southlake ranks at the top of this chart just behind University Park. This is in large part due to the high value of residential property in Southlake and less to do with the tax rate. As shown on previous pages, Southlake ranks in the lower third on the tax rate comparison and second to highest on the average home value comparison.

City	2020 Average Home Value	2020 City Tax Bill	City	2020 Average Home Value	2020 City Tax Bill
Allen	\$345,576	\$1,676	Grapevine	\$366,652	\$1,011
Arlington	\$214,509	\$1,335	Hurst	\$225,484	\$1,410
Bedford	\$252,183	\$1,435	Keller	\$422,123	\$1,667
Carrollton	\$272,649	\$1,702	McKinney	\$321,449	\$1,635
Colleyville	\$598,244	\$1,821	North Richland Hills	\$259,035	\$1,491
Coppell	\$389,394	\$2,258	Plano	\$481,359	\$1,274
Euleless	\$239,418	\$1,107	Richardson	\$280,549	\$1,257
Farmers Branch	\$263,639	\$1,553	University Park	\$1,480,359	\$9,255
Flower Mound	\$438,328	\$1,925	Southlake	\$752,068	\$2,437
Frisco	\$444,889	\$1,979			

## AD VALOREM REVENUE PER CAPITA - COMPARISON

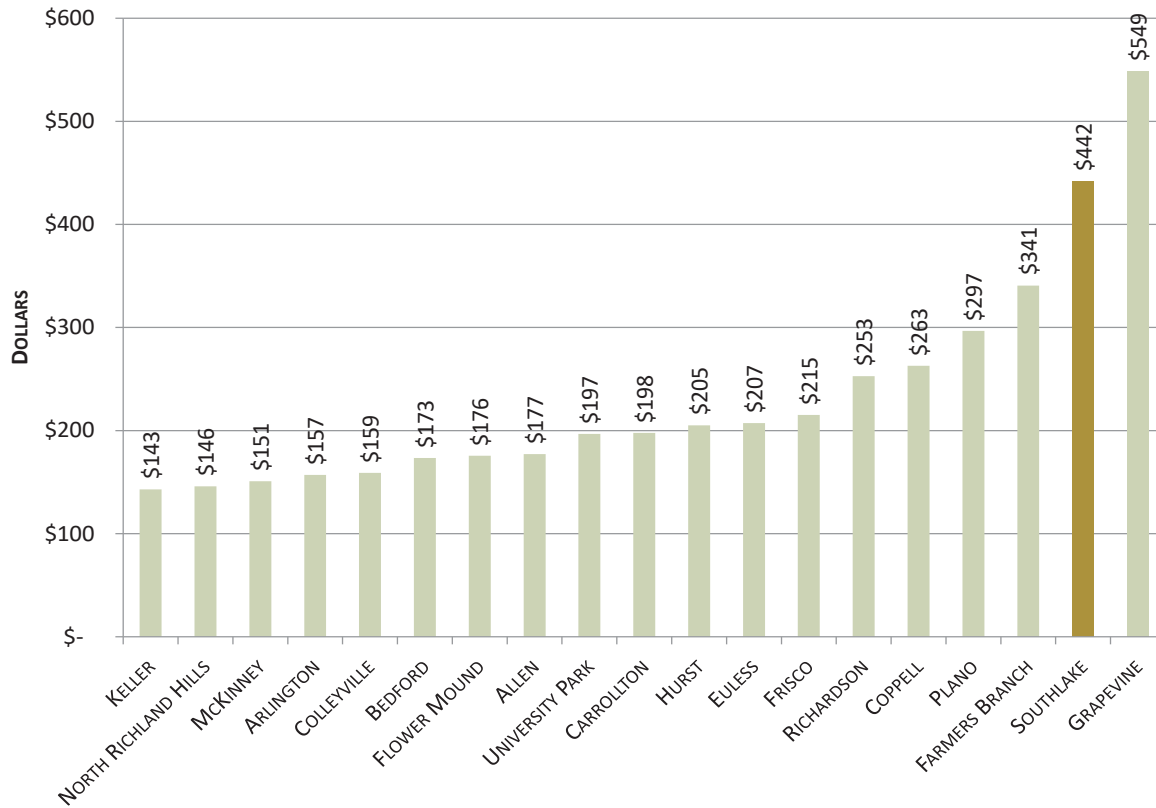


### FY 2021 Adopted Budget

This chart shows how Southlake stacks up against our benchmark cities in the amount of budgeted ad valorem taxes per citizen in FY 2021. Southlake budgeted to collect \$794 of ad valorem taxes per citizen, which is on the high end of the scale. This is attributed to the higher average home value in Southlake compared to the other benchmark cities.

City	FY 2021 Ad Valorem Revenue (Budgeted)	City	FY 2021 Ad Valorem Revenue (Budgeted)
Allen	\$57,080,458	Grapevine	\$13,043,001
Arlington	\$107,110,384	Hurst	\$16,083,232
Bedford	\$11,405,000	Keller	\$23,718,635
Carrollton	\$56,765,335	McKinney	\$92,372,761
Colleyville	\$15,320,000	North Richland Hills	\$20,035,463
Coppell	\$48,756,757	Plano	\$152,877,006
Euless	\$17,727,859	Richardson	\$62,079,885
Farmers Branch	\$31,192,200	Southlake	\$31,459,808
Flower Mound	\$40,145,436	University Park	\$19,826,584
Frisco	\$95,600,000		

### SALES TAX REVENUE PER CAPITA - COMPARISON

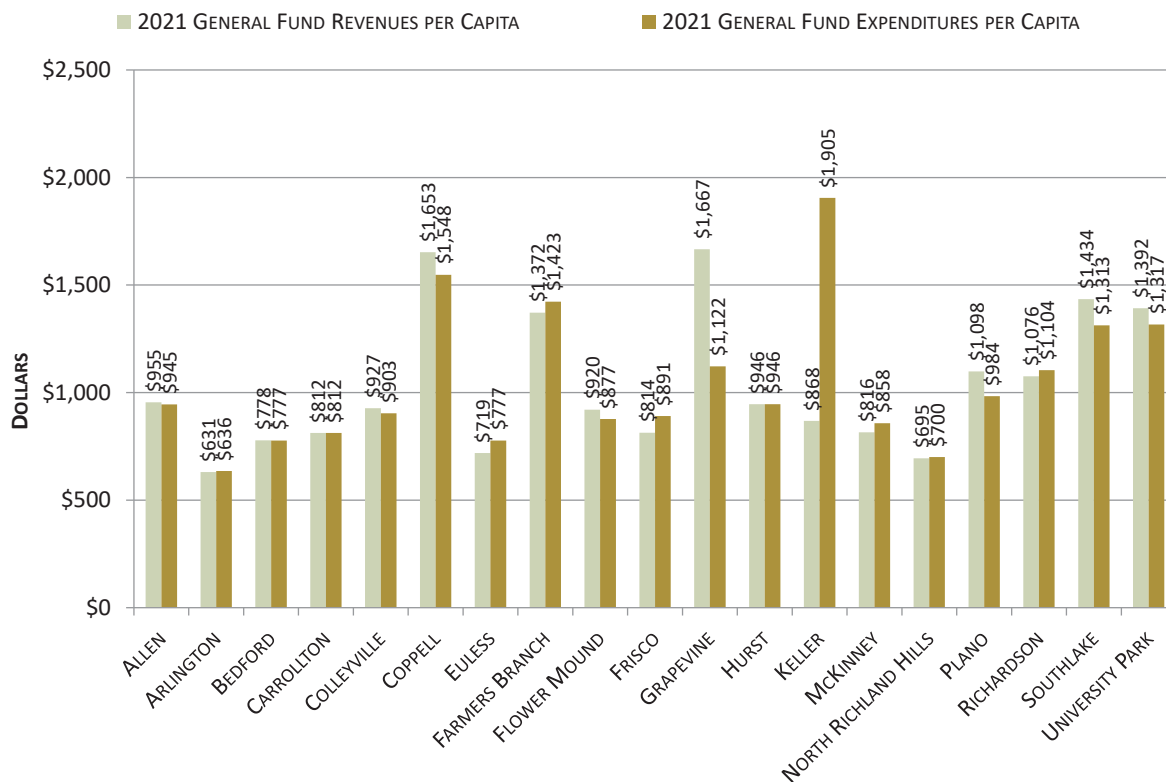


FY 2021

This chart shows the amount of General Fund sales tax revenue per capita that Southlake budgeted in FY 2021 in comparison to our benchmark cities. Southlake’s \$442 in sales tax revenue per citizen, performs near the top of our benchmark cities.

City	FY 2021 Sales Tax Revenue (General Fund Budgeted)	City	FY 2021 Sales Tax Revenue (General Fund Budgeted)
Allen	\$19,994,676	Grapevine	\$29,616,580
Arlington	\$61,594,299	Hurst	\$7,881,248
Bedford	\$8,505,000	Keller	\$6,488,274
Carrollton	\$27,225,902	McKinney	\$29,478,500
Colleyville	\$4,305,000	North Richland Hills	\$10,432,023
Coppell	\$10,888,500	Plano	\$85,000,000
Euless	\$11,927,045	Richardson	\$30,672,253
Farmers Branch	\$16,410,000	University Park	\$4,914,991
Flower Mound	\$13,717,312	Southlake	\$14,312,000
Frisco	\$44,100,000		

### AVAILABLE REVENUES & EXPENDITURES PER CAPITA - COMPARISON



Warning Trend: Net operating expenditures per capita becomes greater than net available revenues per capita

FY 2021

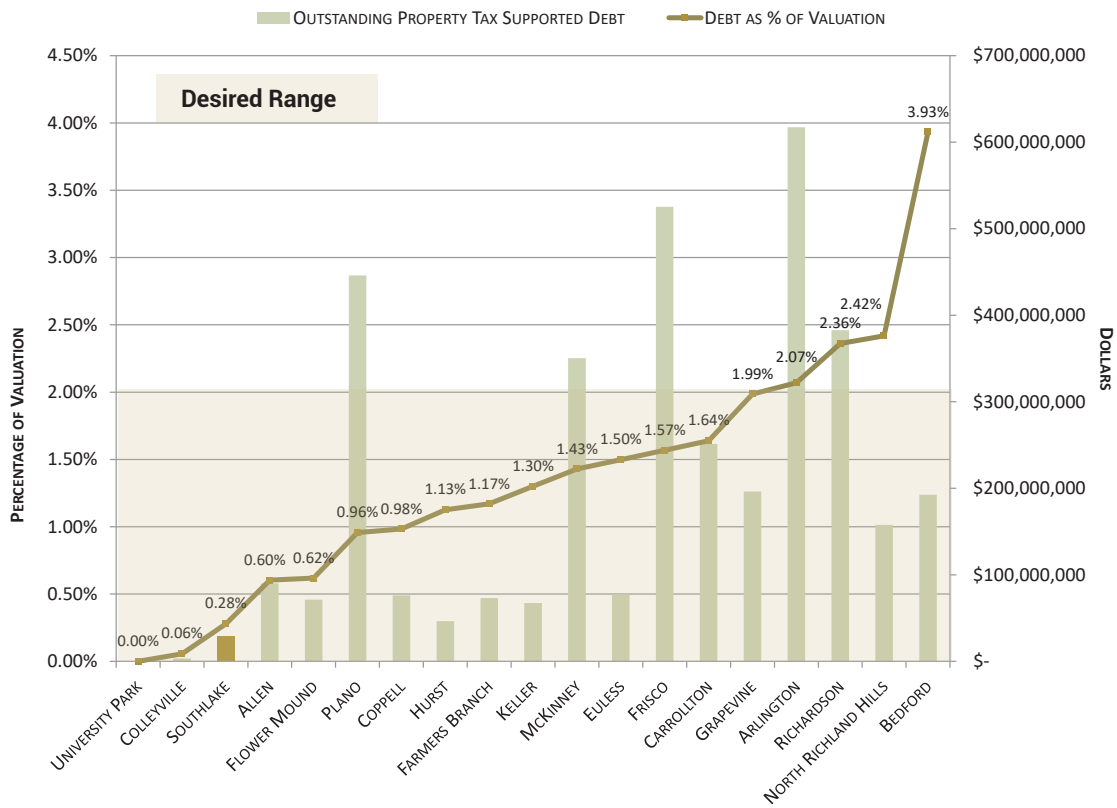
Net available revenues  
Population

Net operating expenditures  
Population

This chart shows a side by side comparison of FY 2021 budgeted operating expenditures and budgeted operating revenue for Southlake and its benchmark cities. It is important to note that Southlake’s budgeted operating expenditures per capita do not exceed its budgeted operating revenues per capita, meaning the City spent less than it took in.

City	FY 2021 General Fund Budgeted Revenue	FY 2021 General Fund Budgeted Expenditures	City	FY 2021 General Fund Budgeted Revenue	FY 2021 General Fund Budgeted Expenditures
Allen	\$107,680,756	\$106,610,556	Grapevine	\$89,966,700	\$60,538,861
Arlington	\$247,611,855	\$249,585,931	Hurst	\$36,327,774	\$36,327,774
Bedford	\$38,138,243	\$38,097,189	Keller	\$39,422,426	\$86,494,362
Carrollton	\$111,764,785	\$111,764,785	McKinney	\$159,359,824	\$167,587,788
Colleyville	\$25,124,381	\$24,476,146	North Richland Hills	\$49,692,094	\$50,048,869
Coppell	\$68,447,693	\$64,095,731	Plano	\$314,451,740	\$281,689,226
Euless	\$41,368,771	\$44,720,044	Richardson	\$130,571,649	\$133,953,901
Farmers Branch	\$66,050,500	\$68,505,400	University Park	\$34,790,883	\$32,903,022
Flower Mound	\$71,847,700	\$68,500,031	Southlake	\$46,433,915	\$42,513,904
Frisco	\$166,773,196	\$182,625,987			

PROPERTY TAX SUPPORTED LONG-TERM DEBT AS A % OF ASSESSED VALUATION COMPARISON

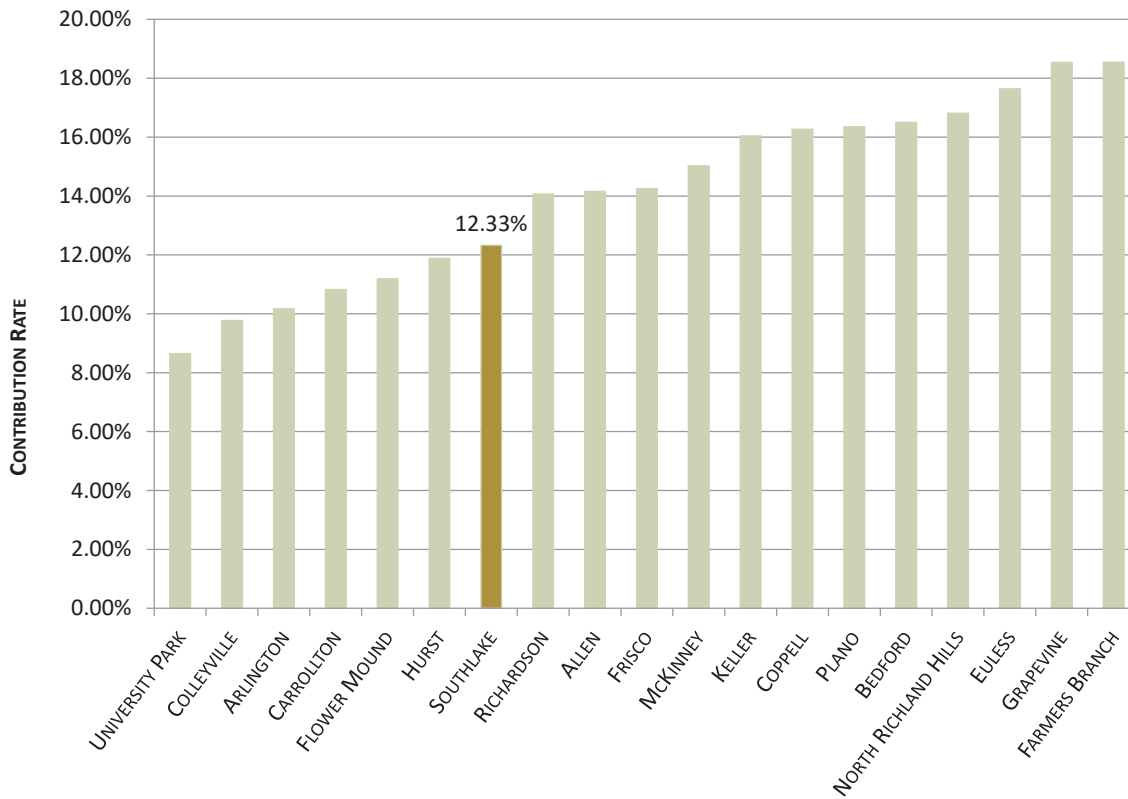


Warning Trend: Increasing net long-term debt as a percentage of assessed valuation **FY 2021**

This chart shows a side by side comparison of long-term debt as a percentage of assessed valuation for Southlake and its benchmark cities. This chart shows that Southlake’s property tax supported debt and debt as a percentage of assessed valuation is moderate compared to our other benchmark cities.

City	Long-Term Debt	Assessed Valuation	City	Long-Term Debt	Assessed Valuation
Allen	\$90,187,000	\$14,960,000,000	Grapevine	\$196,154,410	\$9,879,832,135
Arlington	\$617,335,000	\$29,826,068,820	Hurst	\$46,311,921	\$4,113,582,160
Bedford	\$192,448,948	\$4,894,309,414	Keller	\$67,259,582	\$5,171,412,567
Carrollton	\$251,248,875	\$15,326,889,703	McKinney	\$350,335,312	\$24,506,002,652
Colleyville	\$3,352,900	\$5,966,966,320	North Richland Hills	\$157,584,482	\$6,517,524,064
Coppell	\$76,210,000	\$7,750,859,993	Plano	\$446,085,000	\$46,655,192,273
Eules	\$77,388,483	\$5,164,250,293	Richardson	\$382,670,326	\$16,205,275,097
Farmers Branch	\$73,125,182	\$6,251,427,895	University Park	\$-	\$8,370,507,902
Flower Mound	\$71,214,440	\$11,511,503,457	Southlake	\$28,784,272	\$10,301,814,156
Frisco	\$525,434,435	\$33,502,901,950			

## TMRS RETIREMENT CONTRIBUTION RATE

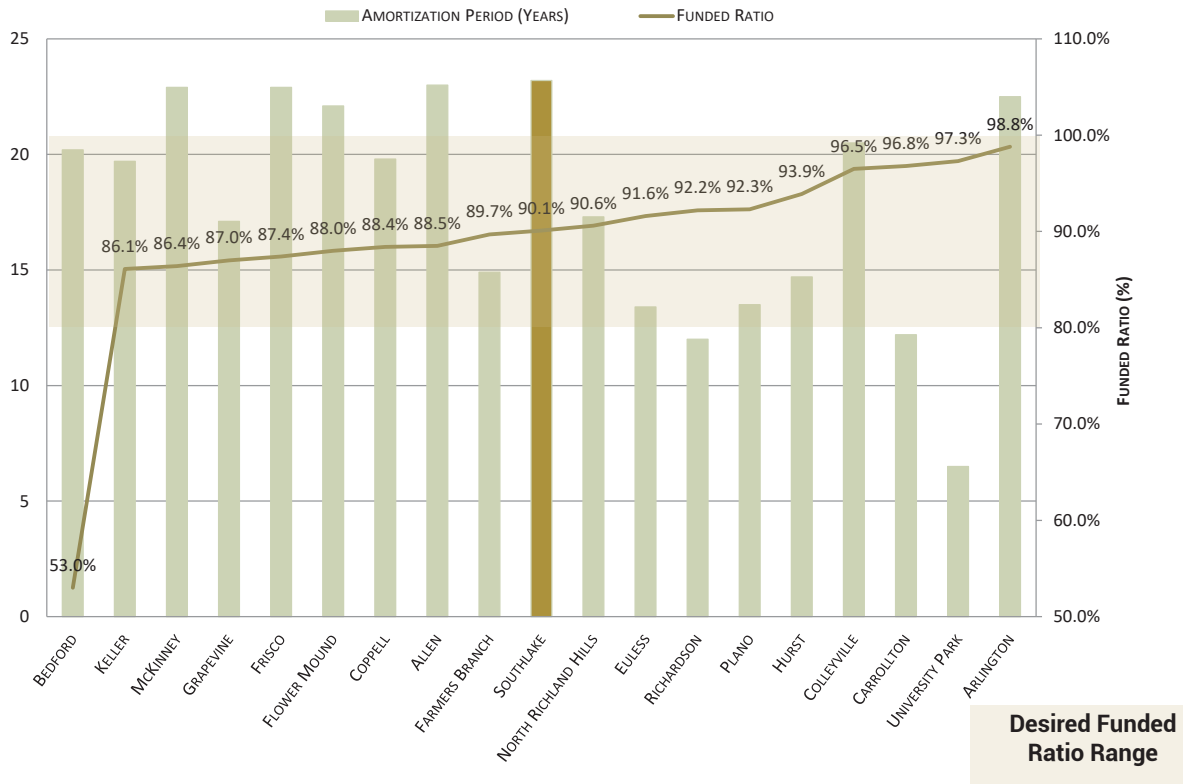


CALENDAR YEAR 2022

This chart reflects a side by side comparison of the Texas Municipal Retirement System (TMRS) contribution rate for the City of Southlake and its benchmark cities. This chart shows that Southlake’s required contribution rate is lower than average. As noted previously, the City of Southlake has exceeded the contribution requirement in order to reduce the amortization period from 30 years to 25 years.

City	TMRS Retirement Contribution Rate	City	TMRS Retirement Contribution Rate
Allen	14.16%	Grapevine	18.54%
Arlington	10.17%	Hurst	11.88%
Bedford	16.50%	Keller	16.04%
Carrollton	10.83%	McKinney	15.02%
Colleyville	9.77%	North Richland Hills	16.81%
Coppell	16.27%	Plano	16.35%
Euless	17.64%	Richardson	14.07%
Farmers Branch	18.55%	University Park	8.65%
Flower Mound	11.19%	Southlake	12.33%
Frisco	14.25%		

## TMRS FUNDED RATIO & AMORTIZATION PERIOD



As of December 31, 2020

This chart reflects the funded ratio and the amortization period for the City of Southlake and its benchmark cities with Texas Municipal Retirement System (TMRS). The funded ratio is the ratio of the actuarial value of assets to the actuarial accrued liability. Ratios above 80% are considered to be positive. The amortization period is the period over which the existing unfunded actuarial accrued liability is projected to be paid off. As you can see, the Southlake currently has the longest amortization period, compared to its benchmark cities. The City is actively working to raise the funded ratio and lower the amortization period by exceeding the annual contribution requirement.

City	Funded Ratio	Amortization Period (Years)	City	Funded Ratio	Amortization Period (Years)
Allen	88.5%	23.0	Grapevine	87.0%	17.1
Arlington	98.8%	22.5	Hurst	93.9%	14.7
Bedford	53.0%	20.2	Keller	86.1%	19.7
Carrollton	96.8%	12.2	McKinney	86.4%	22.9
Colleyville	96.5%	20.5	North Richland Hills	90.6%	17.3
Coppell	88.4%	19.8	Plano	92.3%	13.5
Euless	91.6%	13.4	Richardson	92.2%	12.0
Farmers Branch	89.7%	14.9	University Park	97.3%	6.5
Flower Mound	88.0%	22.1	Southlake	90.1%	23.2
Frisco	87.4%	22.9			



# STRATEGIC DIRECTION

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022



It's good to be in Southlake! And we are always working to make it better. The continued quality and success of this community does not happen without the diligent effort of a committed team of residents, businesses, community leaders, and staff. Years of consistent planning and strategic thinking has brought Southlake where it is today.

Since 2005, the City Council has worked closely with staff to adopt a Strategic Management System (SMS) based on the Balanced Scorecard framework. The SMS was developed to help the City direct its own destiny rather than allow future events to do so. Through sound business principles embodied in the SMS, the City is able to more effectively provide services to the citizens of Southlake, increasing both efficiency and customer satisfaction. Ultimately, it guides the way the City does business and helps us determine how we should invest our time and resources. In the budget process, the SMS allows for increased transparency and accountability, providing the City a framework for demonstrating results.

## BALANCED SCORECARD AND SOUTHLAKE'S STRATEGIC MANAGEMENT SYSTEM

The Balanced Scorecard is a strategic planning and management system that is used extensively in business and industry, government, and nonprofit organizations worldwide to align business activities to the vision and strategy of the organization, improve internal and external communications, and monitor organization performance against strategic goals. In short, it is a tool that organizations use to ensure that their work meets the goals of the organization in a measurable way, i.e. "You said... we did..." It connects organizational strategy to the work people do on a day-to-day basis.

The graphic at the right illustrates the Balanced Scorecard approach and the following pages of this section demonstrate how Southlake has aligned its SMS with this framework.

Components of the Strategic Management System include the Vision, Mission, Values, Perspectives, Focus Areas, Strategy Map, Performance Measures and Implementation Plans. Each element of the SMS is critical to the success of the organization and helps us evaluate and communicate our performance.



## VISION

The City's vision statement outlines what we strive to be. The vision statement, adopted by City Council in 2005, reads:

**SOUTHLAKE IS A VIBRANT, ATTRACTIVE, SAFE, HEALTHY AND FISCALLY SOUND COMMUNITY THAT EPITOMIZES BOTH ECONOMIC AND ENVIRONMENTAL SUSTAINABILITY. WE OFFER QUALITY NEIGHBORHOODS AND A HIGH STANDARD OF LIVING, WITH ABUNDANT OPPORTUNITIES FOR LEARNING, SHOPPING, WORKING, RECREATION AND ENJOYMENT OF OPEN SPACES.**

Upholding such a statement is a task that requires effort on multiple levels. The SMS system will help ensure that the Vision of the City remains true in the years to come.

## MISSION

The mission statement describes what must be done to achieve the adopted vision. City Council has adopted the following mission statement for the City:

THE CITY OF SOUTHLAKE PROVIDES MUNICIPAL SERVICES THAT SUPPORT THE HIGHEST QUALITY OF LIFE FOR OUR RESIDENTS, BUSINESSES, AND VISITORS. WE DO THIS BY BEING AN EXEMPLARY MODEL OF BALANCING EFFICIENCY, FISCAL RESPONSIBILITY, TRANSPARENCY, AND SUSTAINABILITY.

## VALUES

Underlying the SMS and driving how the City accomplishes its work are our corporate values. These are the principles that we hold important and standards by which the organization operates. These values, as adopted by the City Council, form the cornerstones of the SMS and are designed to guide City staff in their day to day work and the Council as it conducts its business:

### INTEGRITY

Being worthy of the public's trust in all things. We deal honestly and respectfully with each other and the public at all times. **Do the right thing.**

### INNOVATION

Valuing progressive thinking, creativity, flexibility and adaptability in service delivery. **Think outside the box.**

### ACCOUNTABILITY

Taking personal responsibility for our actions or inaction while putting the interests of the taxpayer first. **Own it.**

### EXCELLENCE

Behaving responsively in our delivery of service to the public. Our work is characterized by its quality and by the diligence with which it is carried out. We proactively seek to solve problems in advance. **Go above and beyond.**

### TEAMWORK

Recognizing the importance of working together to meet our citizen's needs, communicating clearly, sharing resources and information freely. **Work together.**

## PERSPECTIVES

A Perspective is a view of an organization from a specific vantage point. Four basic perspectives are traditionally used to encompass a Balanced Scorecard organization's activities. The City's business model, which encompasses mission, vision, and strategy, utilizes the four Balanced Scorecard Perspectives as a framework:

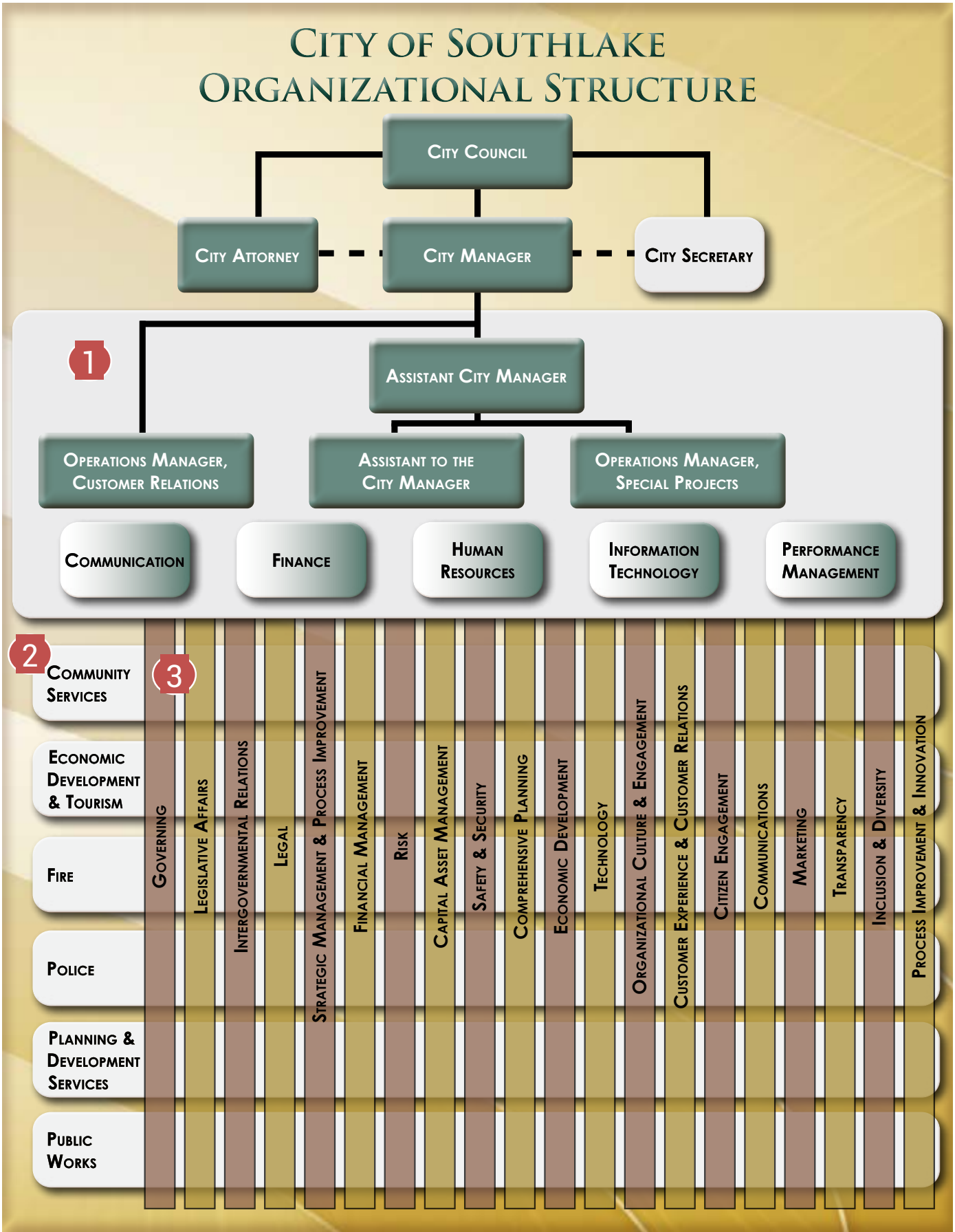
SERVE OUR CUSTOMERS

MANAGE THE BUSINESS

PROVIDE FINANCIAL STEWARDSHIP

PROMOTE LEARNING & GROWTH

# CITY OF SOUTHLAKE ORGANIZATIONAL STRUCTURE



1 CORPORATE TEAM

2 CITY DEPARTMENTS

3 CORPORATE FUNCTIONAL AREAS

**FOCUS AREAS**

The focus areas were established by City Council as thematic goals to set the direction for our organization and to provide clarity for implementation plans. These are key areas in which we must excel in order to achieve our mission and vision, and deliver value to customers. Currently, there are six strategic focus areas and each is described below.

	<b>SAFETY &amp; SECURITY</b>	The establishment and maintenance of protective measures and policies that reduce danger, risk or injury to individuals who live, work or visit the City of Southlake and their property.
	<b>MOBILITY</b>	The efficient movement of pedestrians and vehicles from place to place within Southlake through means such as roads, sidewalks, and trails.
	<b>INFRASTRUCTURE</b>	Capital assets that provide City services within Southlake such as parks, buildings, water, sewer, drainage systems, sidewalks and roadway systems.
	<b>QUALITY DEVELOPMENT</b>	The skillful preparation and thoughtful execution of plans and policies ensuring an attractive, safe, financially viable and sustainable community for Southlake residents and businesses.
	<b>PARTNERSHIPS &amp; VOLUNTEERISM</b>	The active promotion of alliances through community involvement focused on giving time, energies, or talents to individuals and groups for the enrichment of the Southlake community and its strategic affiliations.
	<b>PERFORMANCE MANAGEMENT &amp; SERVICE DELIVERY</b>	The formalized, results-oriented method used to apply best management practices and fact-based decision making to measure, monitor, and improve performance toward meeting strategic objectives, providing services, and enhancing accountability.

**CORPORATE OBJECTIVES AND CRITICAL BUSINESS OUTCOMES**

Objectives are strategy components; continuous improvement activities that must be done to be successful. Objectives are the building blocks of strategy and define the organization’s strategic intent. Good objectives are action-oriented statements, are easy to understand, represent continuous improvement potential and are usually not ‘one-off’ projects or activities. The City has identified twenty-two Corporate Objectives (pictured opposite) across the four perspectives.

The City has also identified six Critical Business Outcomes which are short-term, one to three year priorities. In contrast to Corporate Objectives, these outcomes are less strategic and more action-oriented.

**LEADERSHIP STRUCTURE**

Some may notice that our organizational structure (shown on the previous page) looks quite different than other organizations. Traditionally each city department reports directly to the City Manager or an Assistant City Manager—and this was the practice in Southlake for many years. As part of the City’s ongoing strategic evolution to get the best possible results for our citizens, we restructured our organizational framework in 2016 to provide a more focused leadership approach.



# CITY OF SOUTHLAKE STRATEGY MAP

**2** The City of Southlake provides municipal services that support the highest quality of life for our residents, businesses, and visitors. We do this by being an exemplary model of balancing efficiency, fiscal responsibility, transparency, and sustainability.



**CRITICAL BUSINESS OUTCOMES**

**5**

**CBO1** – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

**CBO2** – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

**CBO3** – Engage in thoughtful planning to ensure continued high quality development that is integrated well into the current built environment.

**CBO4** – Optimize the City’s commercial tax base by attracting high quality new businesses to reduce the tax burden on residential taxpayers.

**CBO5** – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.

**CBO6** – Invest to maintain strong public safety to ensure a low crime rate and effective emergency response.

- 1** VALUES
- 2** MISSION
- 3** BALANCED SCORECARD PERSPECTIVES
- 4** FOCUS AREAS
- 5** CRITICAL BUSINESS OUTCOMES
- 6** CORPORATE OBJECTIVES

Under our revised framework, the City Manager, Assistant City Manager, Assistant to the City Manager, Chief Financial Officer, Human Resources Director, Deputy Director of Public Relations, Operations Manager - Customer Service, and Operations Manager - Special Projects serve as the Corporate Team. Each team member is responsible for a set of corporate functional areas. The Corporate Team continually scans the horizon and provides strategic direction and oversight to departments, primarily identifying and planning for high-risk initiatives and helping the organization become ready for the future. Under this framework, Department Directors are responsible for the high-quality management of operating their departments on a day-to-day basis. The Corporate Team works with departments to advance their corporate functional areas of responsibility, and Departments work with the Corporate Team as needed on city-wide high-risk initiatives. This two-way flow of information enhances collaboration between departments, emphasizes the focus on risk, and optimizes the value of the City's Executive Team for our residents, businesses, and visitors.

## STRATEGY MAP

In order to set the course for the work we do each year, we utilize a document called a Strategy Map. The Strategy Map captures the City's strategy in a single diagram and identifies those things that are necessary to achieve the mission. The City's adopted Strategy Map (pictured opposite) includes the Mission, Values, and Focus Areas, and it incorporates four Perspectives, five Critical Business Outcomes, and twenty-two Corporate Objectives.

Our Strategy Map tells the story of not only what our strategic focus is but also how we intend to meet those goals. For example, if you look at the "Provide Financial Stewardship" Perspective, you will see that the City intends to do this by adhering to financial management principles and budget, investing to provide and maintain high-quality public assets, achieving fiscal wellness standards and establishing and maintaining effective internal controls. You'll note that each of these objectives is referenced by a letter and number. These references can be found throughout this document, demonstrating the continued focus on connecting the City's strategy to its operations.

One additional step the City has taken to further connect its strategy with its operations is to work with each Department to create a departmental strategy map. These maps demonstrate each Department's core services which are organized by the same perspectives as the City's Strategy Map. Furthermore, each core service is connected to a Corporate Objective and all departments have their own Critical Business Outcomes that support those shown on the City's map. See the City Department Overview section to view these departmental maps.

## PERFORMANCE MEASURES

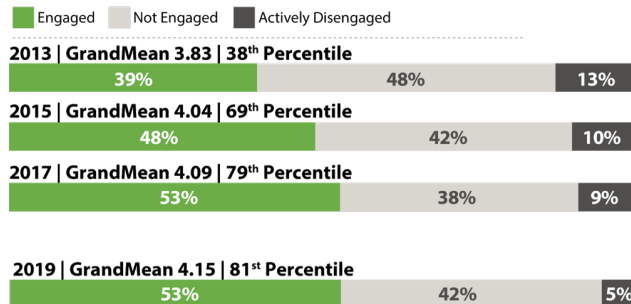
Performance measures hold departments accountable. By updating and maintaining performance measures, citizens receive information about City services annually. Because performance measures are determined according to the Strategy Map, it becomes evident how each department aligns with City goals, and how well departments are meeting the expectations set by the Strategy Map.

The City uses "Key Accountability Indicators," (KAIs) to measure performance. These performance measures help determine the quantity and quality of our work, as identified in our plans. We consistently evaluate our work and review our performance quarterly because we firmly believe that what gets measured, gets done.

The City primarily monitors performance through a city-wide and individual department scorecards. These are developed using the perspectives from the City's strategy. The city-wide scorecard is shown later in this section and department scorecards are shown in the City Department Overview section. The measures shown include the current reporting period and two previous periods, as well as a target. The targets established on the scorecards are typically "stretch" goals, or targets that the city is working to achieve. In FY 2021 and continuing into FY 2022, staff is working to revise the city-wide and department scorecards to improve measures so that they can be used to make better business decisions.

In addition to monitoring these performance measures, the City of Southlake also desires the opinion of its citizens. Every two years Southlake undertakes a broad citizen survey designed to measure government performance

**Engagement Index**



and gauge the current and future needs of residents. This survey is an incredibly useful tool within the strategic management system, and it allows City services to be tailored based upon citizen attitudes.

The City of Southlake not only surveys its citizens, but also its employees. We believe strong employee engagement is a critical component of high-performance management and service delivery. Every two years, Southlake conducts an employee engagement survey, which is created and administered by research and consulting firm Gallup. The Gallup Organization defines engaged employees as those who are involved in and enthusiastic about his or her work. Engaged employees are 100% committed to their roles and contribute to the organization in a positive manner. Since our first survey in 2013, the City’s engaged workforce has increased from 39% to 53%, moving us from the 38th percentile to the 81st percentile in comparison to other organizations who have taken the survey.

Southlake’s performance measures are continually evolving. As we have improved our ability to gather and mine data about our work, we have been able to add performance measures to the departmental business plans as a gauge of success. These departmental measures are reported on each department’s scorecard, then feed into the city-wide scorecard to give an overall picture of the City’s performance. As the City continues to develop these scorecards, measurement units, data sources, and targets will be refined. Through quarterly performance reviews, departmental performance is documented. Trends are also tracked over time through department dashboards which are currently under development. The city-wide scorecard is presented later in this section and departmental scorecards are provided in the City Department Overview section of this budget document.

In 2020, the International City/County Management Association recognized the City’s performance measurement work, awarding Southlake with a Certificate of Achievement in Performance Management for the fourth consecutive year. As one of the 60 jurisdictions recognized nationwide, this certificate is awarded to organizations who foster a performance culture by utilizing data to manage performance and make decisions.



**IMPLEMENTATION PLANS**

The next elements of the SMS are implementation plans. These plans are developed by departments and divisions to identify clear actions, timing, and resources needed to demonstrate that the strategy is being successfully implemented.

The first level of implementation plans includes our long range comprehensive plan, such as Southlake 2035. Southlake 2035 is the comprehensive master plan that includes all elements (master plans) of the City’s planning efforts, such as land use, parks, trails, thoroughfares, community facilities, etc. Staff has set up a real-time data tracking and visualization system to ensure proper implementation of each plan’s priorities. Operationally, each department maintains the status information on items for which they are assigned responsibility. Accountability is established through regular reporting to the City Council as well as Boards and Commissions who oversee projects related to plan elements.

# ICMA

INTERNATIONAL CITY/COUNTY  
MANAGEMENT ASSOCIATION

This  
Certificate of Achievement  
is presented to

*Southlake, Texas*

in recognition of its use of performance data in local government management,  
including training, verification and public reporting.

Presented in conjunction with the  
106th ICMA Annual Conference

September 24, 2020



Marc A. Ott  
ICMA Executive Director



Jane Brautigam  
ICMA President



*Note: As of the publishing of this document, the City of Southlake has not received signed certificate for the 2021 Certificate in Performance Management.*



The second level of implementation plans includes our departmental business plans. Departments prepare their business plans following an analysis of their department’s strengths, weaknesses, opportunities and threats and with the goal of implementing best practices associated with the services they provide. These plans are prepared biennially each spring and are the basis for budget submittal. Additionally, departments prepare annual work plans which articulate both the connection to the business plan as well as clearly outlining what the department is planning to do, how they are planning to do it and when they project the work will be complete.

## SOUTHLAKE’S STRATEGIC DEVELOPMENT / BUDGET CYCLE

Establishing a link between a City’s strategy and budget is fundamental to effective public budgeting. Southlake works hard to connect the SMS to the budget process. Incorporating the Strategy Map into resource allocation decisions ensures the City budget reflects the priorities of City Council. The illustration below depicts the annual process of developing the City’s budget in conjunction with the Strategic Management System.

The budget process, like the Strategy Map, connects each department to the organization as a whole. At the micro level, City departments work to provide quality services to the citizens of Southlake. At the macro level, departments use the Strategy Map to make budgetary requests so that these services can be performed. As the Budget Cycle illustration indicates (below), the process never ceases. At the beginning of each fiscal year, in October, we conduct or review the results from the most recent citizen survey, this aids staff in focusing its work for the coming year. Then a meeting with City Council in January provides an opportunity to review the strategic direction, followed by the creation of departmental business plans in April and budget development in August. In order for funding to be allocated, departments must follow the Strategy Map to align requests with the goals, mission, and vision of Southlake.

Strategic planning plays an integral role in the development of each year’s budget and ensures the City’s ability to meet the needs of a growing community. To be effective, the City must direct resources to those areas most essential to the community’s priorities. The aim of the City’s Strategic Management System, with its many integrated parts, does just that.



CITY OF SOUTHLAKE CITY-WIDE SCORECARD										
		Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
1	1.1	Achieve the highest standards of safety & security (C1) 2								
	1.1.1	Percent citizens rating the City's performance in achieving the highest standards in safety and security ("Excellent" or "Very Good")	82% 3	79%	79%	>	95%	%	Citizen Survey	Biennial
	1.1.2	UCR Part 1 Nonviolent Crimes per 1,000 residents	.5	0.3	0.6	<	TBD	#/1000	Police Department	Quarterly
	1.1.3	UCR Part 1 Violent Crimes per 1,000 residents	2	2.1	2.1	<	TBD	#/1000	Police Department	Quarterly
	1.1.4	Dollar value to dollar loss (fire)	92.96%	93.4%	93.8%	>	80%	%	Fire Dept Scorecard	Monthly
	1.1.5	Response Time (Fire - Travel Time)	341	318	306	<	390	sec	Fire Dept Scorecard	Monthly
	1.1.6	Percent citizens who are satisfied with the City's performance in preparing the city for emergencies ("Very Satisfied" or "Somewhat Satisfied")	81%	76%	76%	>	95%	%	Citizen Survey	Biennial
	1.1.7	% volunteer background checks completed prior to volunteer service	100%	100%	100%	=	100%	%	Volgistics	Annual (TBD)
	1.1.8	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.39	4.55	4.41	> or =	4.50	#	Employee Engagement Survey (City-wide)	Biennial

1 BALANCED SCORECARD PERSPECTIVES

2 CORPORATE OBJECTIVES

3 PERFORMANCE MEASURES

CITY OF SOUTHLAKE CITY-WIDE SCORECARD										
			Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing
Serve Our Customers	1.1.9	Q12 Survey: Q10 - I have a best friend at work	3.47	3.47	3.70	> or =	4.50	#	Employee Engagement Survey (City-wide)	Biennial
	1.2	Provide travel convenience within City and region (C2)								
	1.2.1	Percent of citizens rating the City's performance in providing travel convenience within the City ("Excellent" or "Very Good")	27%	46%	46%	>	95%	%	Citizen Survey	Biennial
	1.2.2	Percent of citizens who are satisfied with the provision of pedestrian pathways ("Very Satisfied" or "Somewhat Satisfied")	60%	60%	60%	>	90%	%	Citizen Survey	Biennial
	1.3	Provide attractive & unique spaces for enjoyment of personal interests (C3)								
	1.3.1	Percent of citizens rating the City's performance in providing attractive and unique spaces for the enjoyment of personal interests ("Excellent" or "Very Good")	66%	66%	66%	>	95%	%	Citizen Survey	Biennial
	1.3.2	Percent of citizens who associate beautiful parks and open spaces with their image of Southlake (rating of 5 or better)	80%	80%	80%	>	75%	%	Citizen Survey	Biennial

CITY OF SOUTHLAKE CITY-WIDE SCORECARD

		Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
Serve Our Customers	<b>1.4</b>	<b>Attract &amp; keep top-tier businesses to drive a dynamic &amp; sustainable economic environment (C4)</b>								
	1.4.1	% change in commercial square footage from prior year	4.91%	1.52%	0.68%	=	↻	Positive trend	Planning Master Indicator Data File	Annual
	1.4.2	% change in total permitted dollar value related to new commercial from prior year	14.48%	3.37%	2.53%	=	↻	Positive trend	Planning Master Indicator Data File	Annual
	1.4.3	% growth in Total Sales Tax Revenue (General Fund, SPDC, CCPD, & CEDC)	3%	2%	1%	=	↻	Positive trend	Master Indicator File	Annual
	1.4.4	Southlake retail occupancy rate	93.0%	91.0%	93.0%	>	92%	%	COSTAR	Quarterly
	1.4.5	Southlake office occupancy rate	81.0%	81.0%	80.0%	>	85%	%	COSTAR	Quarterly
	<b>1.5</b>	<b>Promote opportunities for partnerships &amp; volunteer involvement (C5)</b>								
	1.5.1	Percent of citizens rating the City's performance in promoting opportunities for partnerships and volunteer involvement ("Excellent" or "Very Good")	69%	65%	65%	> or =	95%	%	Citizen Survey	Biennial
	1.5.2	Estimated dollar value of total volunteer activity	\$661,800	\$752,821	\$258,229	↻	Positive trend	\$	Volgistics / HR	Annual (April)
	1.5.3	NEW TBD: Volunteer Satisfaction Measures	TBD	TBD	TBD	TBD	TBD	%	Volunteer Satisfaction Survey (new)	Annual

CITY OF SOUTHLAKE CITY-WIDE SCORECARD

			Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
Serve Our Customers	1.5.4	Percent of citizens rating Republic Services' performance in collecting residential solid waste ("Excellent" or "Very Good")	92%	87%	87%	>	85%	%	Citizen Survey	Biennial	
	1.5.5	Percent of citizens rating Republic Services' performance in collecting residential recycling ("Excellent" or "Very Good")	91%	87%	87%	>	85%	%	Citizen Survey	Biennial	
	1.6	<b>Enhance sense of community by providing excellent customer service and citizen engagement opportunities (C6)</b>									
	1.6.1	Percent of citizens agreeing completely or somewhat that employee represented City in a positive manner	79%	69%	69%	>	90%	%	Citizen Survey	Biennial	
	1.6.2	Percent of citizens agreeing completely or somewhat that employee was courteous	81%	83%	83%	>	90%	%	Citizen Survey	Biennial	
	1.6.3	Percent of citizens agreeing completely or somewhat that employees returned calls within a reasonable amount of time	65%	74%	74%	>	90%	%	Citizen Survey	Biennial	

CITY OF SOUTHLAKE CITY-WIDE SCORECARD

			Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing
Serve Our Customers	1.6.4	Percent of citizens agreeing completely or somewhat that employee showed pride and concern for the quality of work	87%	87%	87%	>	90%	%	Citizen Survey	Biennial
	1.6.5	Percent average reduction in gap between importance and satisfaction for identified Citizen Survey gap issues	6%	4%	4%	>	-6%	%	Citizen Survey	Biennial
	1.6.6	During their time living in Southlake, percent of citizens believing that, as a community in which to live, Southlake has improved	59%	59%	59%	>	75%	%	Citizen Survey	Biennial
	1.6.7	Vote participation in last municipal election as a percentage of eligible voters	25%	87%	43%	>	20%	%	Elections Administrator	Annual (May)
	1.6.9	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4.24	4.25	4.24	≥	4.50	#	Employee Engagement Survey (City-wide)	Biennial
Manage the Business	2.1	Achieve best-in-class status in all City disciplines (B1)								
	2.1.2	Obtain Balanced Scorecard Hall of Fame designation	TBD	TBD	TBD	=	Successful implementation	n/a	n/a	Annual
	2.1.3	Pavement Quality Index (PQI) Street Rating	82.0	81.0	82.6	≥	7.8	#	Annual Paving Assessment	Annual (August)

CITY OF SOUTHLAKE CITY-WIDE SCORECARD

		Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
Manage the Business	2.1.4	Q12 Survey: Q06 - There is someone at work who encourages my development	4%	4.06	4.18	≥	4.50	#	Employee Engagement Survey (City-wide)	Biennial
	<b>2.2</b>	<b>Collaborate with select partners to implement service solutions (B2)</b>								
	2.2.1	Value of partnerships (Cost avoidance / Cost savings) TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
	2.2.2	External partner alignment to Strategic Management System	3.70	3.80	3.80	≥	4.0	#	SMS Assessment	Annual
	2.2.3	TBD - measure for collaborative service delivery	TBD	TBD	TBD	TBD	TBD	TBD	ICMA	Annual
	<b>2.3</b>	<b>Enhance resident quality of life &amp; business vitality through tourism (B3)</b>								
	2.3.1	% change in hotel occupancy tax revenue	1.5%	1.0%		>	3%	%	EDT Master Indicator File	Annual
	<b>2.4</b>	<b>Provide high quality services through sustainable business practices (B4)</b>								
	2.4.1	Bond Rating	AAA	AAA	AAA	=	AAA	Rating	Rating Agencies: Fitch / S&P	Annual (April)
	2.4.2	Financial Management Assessment	Strong	Strong	Strong	=	Strong	Rating	S&P	Annual (April)
<b>2.5</b>	<b>Enhance service delivery through continual process improvement (B5)</b>									
2.5.1	SMS Assessment Composite Score (average of all categories)	3.80	4.06	4.20	>	4	#	SMS Assessment	Annual (March)	
Provide Financial Stewardship	<b>3.1</b>	<b>Adhere to financial management principles &amp; budget (F1)</b>								
	3.1.1	Operating expenditures, budget vs actual	97%	98%		=	98-100%	%	CAFR	Annual (March)
	3.1.2	% invoices paid within 30 days in accordance with Prompt Payment Act	100.0%	100.0%		>	94%	%	Finance	Quarterly

CITY OF SOUTHLAKE CITY-WIDE SCORECARD										
			Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing
Provide Financial Stewardship	3.1.3	Unreserved General Fund balance as a % of Operating Expenditures	31.60%	25.40%		>	24%	%	CAFR	Annual (March)
	3.1.4	Debt as a % of total assessed valuation	0.58%	0.44%		<	2.00%	%	Annual Budget	Annual (August)
	3.2	Invest to provide & maintain high quality public assets (F2)								
	3.2.1	NEW TBD: Maintenance expenditures per unit of asset	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
	3.3	Achieve fiscal wellness standards (F3)								
	3.3.2	NEW TBD: Program prioritization	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
	3.4	Establish & maintain effective internal controls (F4)								
	3.4.1	# audit findings	0	0	0	=	0	#	Audit	Annual (March)
	3.4.2	# verified fraud incidents	0	0	0	=	0	#	Finance	Annual (TBD)
	3.4.3	Webb Analysis - TBD (Pcard, Findings)	TBD	TBD	TBD	TBD	TBD	TBD	CMO / Finance	TBD
Promote Learning & Growth	4.1	Ensure our people understand the strategy & how they contribute to it (L1)								
	4.1.1	Motivate to make strategy everyone's job (SMS)	3.5	3.7	3.7	>	4.0	#	SMS Assessment	Annual (March)
	4.1.2	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.17	4.23	4.23	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial



CITY OF SOUTHLAKE CITY-WIDE SCORECARD

		Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
Promote Learning & Growth	4.2	Enhance leadership capabilities to deliver results (L2)								
	4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	3.79	3.73	3.94	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	4.2.2	Leadership training program evaluation overall satisfaction score	100%	97%	97%	>	90%	%	Human Resources	Annual
	4.2.3	Average City-wide Performance Evaluation Score	4.19	4.14	TBD	> or =	4.5	#	NEOGOV	Annual (TBD)
	4.3	Attract, develop & retain a skilled workforce (L3)								
	4.3.1	Voluntary turnover rate	11.6%	10.8%	13.2%	<	8.0%	%	Human Resources	Annual (October for Prior Fiscal Year)
	4.3.2	Benefits as % of total compensation	30.58%	30.70%	31.50%	<	30%	%	Human Resources / Finance	Annual (after audit completion)
	4.3.3	Desired market position	60th Percentile	60th Percentile	60th Percentile	=	60th Percentile	%	Human Resources	Biennial
	4.3.4	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	4.22	4.27	4.29	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	4.3.5	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	4.20	4.20	4.33	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial

CITY OF SOUTHLAKE CITY-WIDE SCORECARD

		Previous Measurement Period	Previous Measurement Period	Current	Measurement	Target	Unit	Data Source	Timing	
Promote Learning & Growth	<b>4.4</b>	<b>Recognize &amp; reward high performers (L4)</b>								
	4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	\$3.65	3.67	3.70	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	4.4.2	Promotion Rate	21%	37%	18%	> or =	20.0%	%	Human Resources	Annual (September)
	4.4.3	NEW TBD: Pay for Performance	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
	<b>4.5</b>	<b>Empower informed decision-making at all levels in the organization (L5)</b>								
	4.5.2	Q12 Survey: Q07 - At work, my opinions seem to count.	3.76	3.87	3.89	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	<b>4.6</b>	<b>Foster positive employEmployee Engagement(L6)</b>								
	4.6.1	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.15	4.19	4.24	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	4.6.2	Q12 Survey: Q01 - I know what is expected of me at work	4.47	4.55	4.52	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
	4.6.3	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.16	4.32	4.40	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial
4.6.6	Q12 Survey City-wide Grand Mean	4.04	4.09	4.15	> or =	4.5	#	Employee Engagement Survey (City-wide)	Biennial	

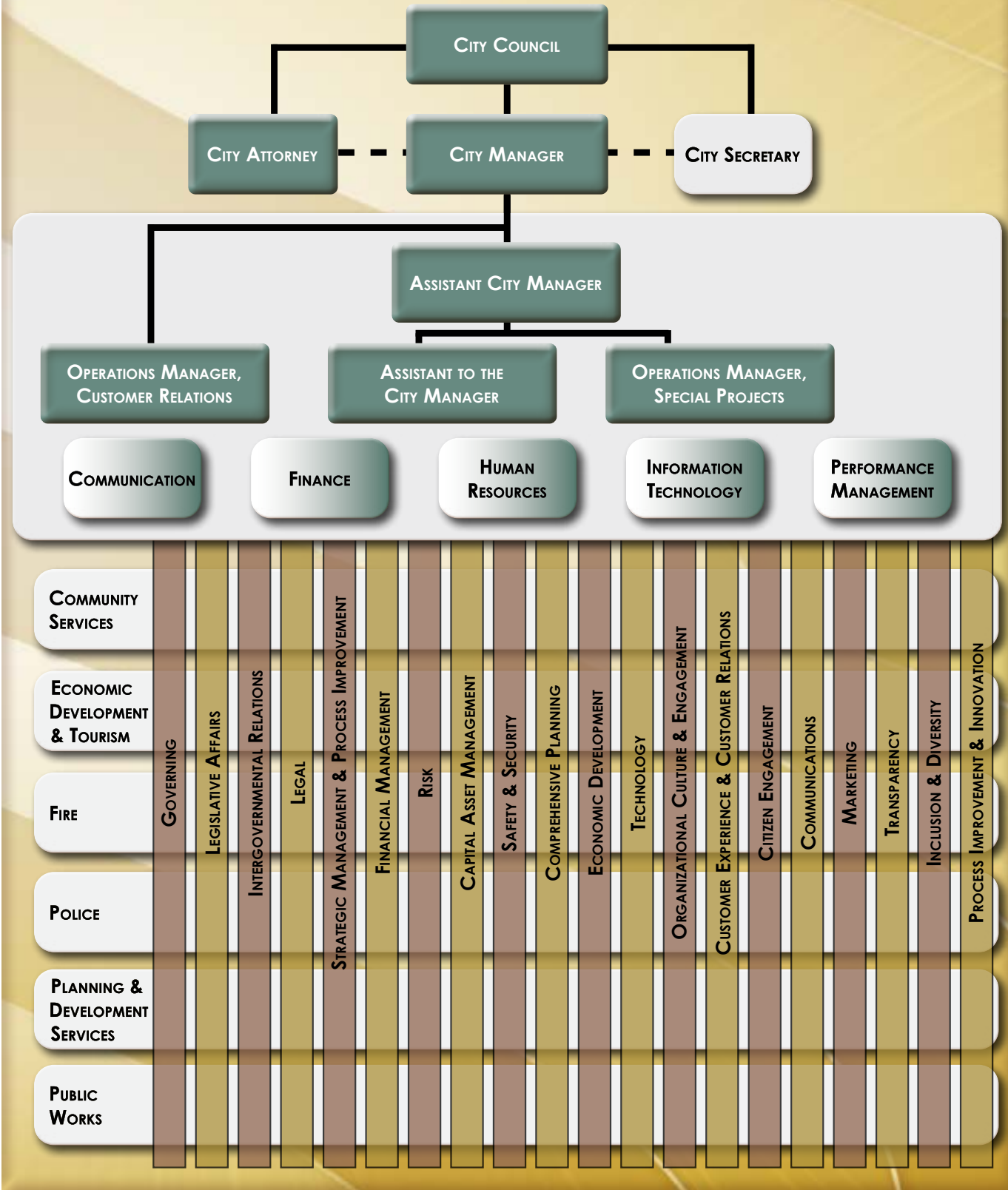




# CITY DEPARTMENT OVERVIEW

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

# CITY OF SOUTHLAKE ORGANIZATIONAL STRUCTURE



## CITY MANAGER'S OFFICE

The City Manager's Office pledges to provide our residents exceptional municipal services by promoting a progressive, efficient, responsive, and community-focused organization.

The Office of Communication, a division of the City Manager's Office is responsible for managing the City's corporate brands, culture, communication, and transparency strategies.



### DEPARTMENT HIGHLIGHTS

**172,000**

The Office of Marketing and Communication gets social with 22 social media sites with about **172,000 fans and followers across all social media platforms**, including Facebook, Twitter, YouTube, and Instagram.

**1.2M**

The City's website has had more than 1.2 million views through Q3 of FY 2021.

**AAA**

The City Manager's Office has led the City in maintaining AAA ratings from both Fitch Ratings and Standard & Poor's for the past **14 years**, resulting in considerable cost savings through refinancing.

**93%**

The City's debt as a percentage of assessed value has decreased **more than 93%** since 2002.

**12**

The Office of Marketing and Communication has **twelve core services**.

**3%**

The City Manager's Office includes 13.25 FTEs that provide services including city administration, customer service, project management, communication, marketing, and public relations. The staff comprises **3% of the City's workforce**.

**3.7%**

The City Manager's Office 2022 General Fund Budget is \$1,595,471 which is a 7.3% increase over the FY 2021 adopted budget.

**13**

The City Manager's Office has **thirteen core services**.

The City Manager's Office budget is **2.5% of the total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## CITY MANAGER'S OFFICE STRATEGY MAP

The City Manager's Office pledges to provide our residents exceptional municipal services by promoting a progressive, efficient, responsive, and community-focused organization.

### CITY FOCUS AREAS:



Mobility



Quality Development



Performance Management



Partnerships & Volunteerism

### CITY CORPORATE OBJECTIVES

**C2** Provide travel convenience within City & region

**C4** Attract & keep top-tier businesses to drive a dynamic & sustainable economic environment

**C5** Promote opportunities for partnerships & volunteer involvement

**C6** Enhance the sense of community by providing excellent customer service and citizen engagement opportunities

**B1** Achieve best-in-class status in all City disciplines

**B4** Provide high quality services through sustainable business practices

**F1** Adhere to financial management principles & budget

**F3** Achieve fiscal wellness standards

**L1** Ensure our people understand the strategy & how they contribute to it

**L4** Recognize & reward high performers

**L6** Foster positive employee engagement

### SERVE OUR CUSTOMERS

**CMOC1** Enhance mobility and transportation options (C2)

**CMOC2** Strengthen the City's business climate and economy (C4)

**CMOC3** Promote citizen involvement and governmental transparency (C5)

**CMOC4** Deliver an exceptional customer experience for residents, visitors, tourists and businesses (C6)

### MANAGE THE BUSINESS

**CMOB1** Advance the principles of a high performance organization (B1)

**CMOB2** Deliver added value through a leadership model designed to improve corporate leadership and departmental management of business activities (B4)

**CMOB3** Facilitate good governance through strong decision-making that provides high quality services (B4)

### PROVIDE FINANCIAL STEWARDSHIP

**CMOF1** Provide high value services through efficient management of resources (F1)

**CMOF2** Ensure a strong and sustainable financial condition for the City (F3)

### PROMOTE LEARNING AND GROWTH

**CMOL1** Translate strategy into operational terms to promote employee commitment (L1)

**CMOL2** Align personal incentives with strategic goals (L4)

**CMOL3** Build a positive, productive, and engaged workforce that supports the City's mission and strategic goals (L6)

### City Critical Business Outcomes

**CBO1** – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

**CBO2** – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

**CBO4** – Optimize the City's commercial tax base by attracting high quality new businesses to reduce the tax burden on residential taxpayers.

**CBO5** – Improve quality of life through progressive implementation of Southlake's Comprehensive Plan recommendations.

### Department Critical Business Outcomes

**CMOCBO1** – Ensure a sustainable financial position by implementing sound policies that support the community's needs. (CBO1)

**CMOCBO2** – Expand mobility options through facilitative leadership. (CBO2)

**CMOCBO3** – Advance a diversified, vibrant and sustainable economy through the continued attraction and support of desired businesses (CBO4)

**CMOCBO4** – Implement the Southlake 2030/2035 Comprehensive Plan to address quality of life and improve long-term financial and economic conditions. (CBO5)

# DEPARTMENT CORE SERVICES

## OFFICE OF MARKETING & COMMUNICATIONS STRATEGY MAP

The Southlake Office of Marketing and Communications is committed to delivering brand-centric, engaging and quality information based on a real understanding of what our customers want and with genuine enthusiasm for what we do.

### DELIVER ON OUR FOCUS AREAS



Safety & Security



Infrastructure



Mobility



Quality Development



Partnerships & Volunteerism



Performance Management & Service Delivery

### SERVE OUR CUSTOMERS

C1 Achieve the highest standards of safety & security

C2 Provide travel convenience within City & region

C3 Provide attractive & unique spaces for enjoyment of personal interests

C4 Attract & keep top-tier businesses to drive a dynamic & sustainable economic environment

C5 Promote opportunities for partnerships & volunteer involvement

C6 Enhance the sense of community by providing excellent customer service and citizen engagement opportunities

### MANAGE THE BUSINESS

B1 Achieve best-in-class status in all City disciplines

B2 Collaborate with select partners to implement service solutions

B3 Enhance resident quality of life & business vitality through tourism

B4 Provide high quality services through sustainable business practices

B5 Enhance service delivery through continual process improvement

B6 Optimize use of technology

### PROVIDE FINANCIAL STEWARDSHIP

F1 Adhere to financial management principles & budget

F2 Invest to provide & maintain high quality public assets

F3 Achieve fiscal wellness standards

F4 Establish & maintain effective internal controls

### PROMOTE LEARNING AND GROWTH

L1 Ensure our people understand the strategy & how they contribute to it

L2 Enhance leadership capabilities to deliver results

L3 Attract, develop & retain a skilled workforce

L4 Recognize & reward high performers

L5 Empower informed decision-making at all levels in the organization

L6 Foster positive employee engagement

### City Critical Business Outcomes

CBO2 – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

CBO4 – Optimize the City's commercial tax base by attracting high quality new businesses to reduce the tax burden on residential taxpayers.



## CITY MANAGER'S OFFICE GOALS

### SERVE OUR CUSTOMERS

Explore future technologies to enhance mobility and reduce congestion

Demonstrate a commitment to intergovernmental cooperation relative to legislative policy, infrastructure planning and collaborative service delivery

Oversee activities to enhance the experiences of visitors to support a vibrant and profitable economy

Ensure that City strategy and implementation plans are developed and executed to meet the ongoing needs of residents, businesses and visitors

Enhance and broaden citizen engagement

Emphasize a culture of transparency and lead related initiatives to promote trust in local government

### MANAGE THE BUSINESS

Incorporate and implement future ready practices into the strategy and operation of the City

Assess the corporate environment ensuring that corporate expectations are communicated in an effective and results oriented manner

Provide leadership in building community consensus and collaboration on key policy issues, both ongoing and those that relate to the Southlake 2030/2035 Comprehensive Plan

Ensure IT solutions are efficient and customer centric

Facilitate City Council effectiveness by helping them to develop policy that can be implemented effectively and that serves the best interests of the City of Southlake, as reflected within the strategic management system

### PROVIDE FINANCIAL STEWARDSHIP

Assess long-term financial conditions

Implement program based budgeting to ensure an understanding of the true costs of service

Ensure sustainable, high quality service delivery

Ensure the right environment for a strong and sustainable economy in the City using data

Develop and nurture partnerships to improve services and reduce costs

Manage internal control and risk programs designed to strengthen program and financial management

### PROMOTE LEARNING & GROWTH

Develop a culture reflective of the City's values and operations approach

Provide leadership and training to supervisors and young professionals as part of succession planning strategy.

Implement an effective and fair pay-for-performance program that is aligned with City of Southlake strategic goals

Develop non-compensatory incentives

Advance and foster a culture of strong employee engagement

# OFFICE OF MARKETING AND COMMUNICATION GOALS

## SERVE OUR CUSTOMERS

Provide responsive services to internal and external customers

Improve City websites for branding, improved content and quality, navigation ease, and customer satisfaction

Create original and compelling copy for corporate messaging on multiple communication channels and for various audiences

## MANAGE THE BUSINESS

Strengthen and improve consistency of brand messaging across various communication channels

Strengthen and protect the City brand through the development of citywide branded messaging

Ensure strategic communication that promotes brand messages

Develop and implement strategic goals, objectives, policies, and priorities relating to public relations programs

Oversee and coordinate the City's public relations program and initiatives by planning, developing, and implementing public relations strategies

Identify and create opportunities to obtain media coverage for the City's projects, services, and community commitment to favorably position the brand

## PROVIDE FINANCIAL STEWARDSHIP

Provide high value services through efficient management of resources

## PROMOTE LEARNING & GROWTH

Advance and foster a culture of strong employee engagement

Ensure that employees have the tools, training, knowledge base and experience to perform their best

## DEPARTMENT SCORECARD

**Note:** Due to the nature of the City Manager's Office work and oversight, the department utilizes the City-wide scorecard to monitor and measure business outcomes. This scorecard can be found in the Strategic Direction section of this document.

During FY 2022, all City departments will be working to identify key metrics to publish for transparency and communication.



## CITY SECRETARY'S OFFICE

The City Secretary's Office is committed to uphold the legislative process, encourage and facilitate civic involvement, promote confidence through governmental transparency, and provide enthusiastic service to the public.



### DEPARTMENT HIGHLIGHTS

**2.8M**

There are **2,805,097 pages** stored digitally in Laserfiche, the City's digital records management system.

**9**

As Q3 of FY 2021, the City Secretary's Office processed over **459 Public Information Act requests**.

**97%**

**Almost 9 out of 10** Public Information Act requests are fulfilled within five business days. Most of the time, these requests are fulfilled within one business day, **which equates to about 97%**.

**55**

In the first three quarters of FY 2021, **55 ordinances** and resolutions were processed.

**10**

The City Secretary's Office has **ten core services**.

**1%**

The City Secretary's Office includes: City Secretary, Deputy City Secretary, Records Manager, and Administrative Secretary. The staff comprises **1% of the City's workforce**.

**6.0%**

The City Secretary's Office 2022 General Fund Budget is \$579,151, which is a **6.0% increase** from the FY 2021 adopted budget. This increase is largely due to personnel costs.

**1.3%**

The City Secretary's Office budget is **1.3% of total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## CITY SECRETARY'S OFFICE STRATEGY MAP

Our mission is to support the legislative process, encourage and facilitate civic involvement, promote confidence through governmental transparency, and provide enthusiastic service to the public.

DELIVER ON OUR FOCUS AREAS



Partnerships & Volunteerism



Performance Management & Service Delivery

### CITY CORPORATE OBJECTIVES

C5 Promote opportunities for partnerships & volunteer involvements

C6 Enhance the sense of community by providing excellent customer service & engagement opportunities

B2 Collaborate with select partners to implement service solutions

B5 Enhance service delivery through continual process improvement

B6 Optimize use of technology

F1 Adhere to financial management principles & budget

L3 Attract, develop & retain a skilled workforce

L6 Foster positive employee engagement

### SERVE OUR CUSTOMERS

CSOC1 Promote opportunities for volunteerism through the board appointment process (C5)

CSOC2 Provide excellent service by assisting the public in navigating governmental processes (C6)

CSOC3 Provide administrative support to elected officials & internal customers (C6)

### MANAGE THE BUSINESS

CSOB1 Partner with organizations to establish & maintain relationships (B2)

CSOB2 Promote electronic recordkeeping initiatives that enhance document preservation (B5)

CSOB3 Collaborate with IT to anticipate & respond to future technological opportunities (B6)

### PROVIDE FINANCIAL STEWARDSHIP

CSOF1 Provide high value services through efficient management of resources (F1)

### PROMOTE LEARNING AND GROWTH

CSOL1 Provide educational opportunities to retain a skilled workforce (L3)

CSOL2 Build a positive, productive and engaged workforce that supports the City's mission & strategic goals (L6)

### City Critical Business Outcomes

CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength

### Department Critical Business Outcomes

CSOCBO1 – Utilize existing supported record keeping software to enhance the business practices of departments. (CBO1)

CSOCBO2– Develop and enhance partnerships that provide the best value and service to the community (CBO1)

CSOCBO3 - Provide services with an efficient management of resources.

CSOCBO4 - Explore educational opportunities to enhance employee performance & engagement.

## DEPARTMENT SCORECARD

Serve Our Customers	Ref #	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
	<b>1.2</b>	<b>Provide administrative support to elected officials (CSOC3) (C6)</b>					
	1.2.2	% of City Council packets delivered to City Council by deadline of Thursday of packet week	99%	96%	100%	=	100%
	1.2.3	# of meetings and events scheduled for elected officials	197	30	51	> or =	50
	1.2.4	# of proclamations /certificates created	4	2	17	> or =	10
	1.2.5	# of proclamations coordinated and presented at Council meetings and at other locations	4	1	1	> or =	0
	1.2.6	# of Council calendar listings emailed to elected officials	13	13	13	> or =	13
	1.2.7	# of emails sent to Mayor and CMO for Mayor's next week's schedule	13	13	13	> or =	13
	<b>1.3</b>	<b>Provide excellent customer service and enhance citizen engagement through governmental transparency (CSOC2) (C6)</b>					
	1.3.1	# of claims received and processed	5	4	0	< or =	0
1.3.2	# of TABC requests received and processed	4	4	1	> or =	0	
1.3.3	# of notary services provided	72	57	88	> or =	50	
1.3.4	# of Conflicts Disclosure Statements received by board members and staff (TLGC, Chapter 176)	0	1	0	> or =	0	
1.3.5	% of Conflicts Disclosure Statements posted to website within 2 business days of receipt (TLGC, Chapter 176)	N/A	100%	N/A	=	100%	
<b>1.4</b>	<b>Promote opportunities for participation through the board appointment process (CSOC1) (C5)</b>						
1.4.1	# resignations prior to end of term	1	2	2	<	0	

## DEPARTMENT SCORECARD

1.4.2	# of board and commission openings (vacancies by resignations and term endings)	0	2	2	< or =	25
1.4.3	% of board and commission members contacted that term is expiring	100%	100%	100%	=	100%
1.4.4	% of dept liaisons notified of board and commission expiring terms	100%	100%	100%	=	100%
1.4.5	# of applications from new applicants (not currently serving)	27	17	30	> or =	5
1.4.6	# of board and commission appointments made by Council	7	3	15	< or =	25
1.4.7	# of new applicants appointed by Council	32	3	3	> or =	1
1.4.8	# re-appointed members by Council	0	1	12	> or =	10
1.4.9	% of new appointees that completed required training within 60 days	0%	100%	100%	>	80%
2.1	<b>Manage a responsive and legally compliant system for the Public Information Act Requests (CSOB3 (B4))</b>					
2.1.1	# of PIA requests - per Quarter	161	141	157	> or =	60
2.1.2	# of PIA requests - per Fiscal Year	161	302	459	> or =	240
2.1.3	% of PIA requests closed within five business days of receipt	94%	95%	97%	> or =	95%
2.1.4	# of scanned responsive pages associated with PIA requests	1842	2936	2142	> or =	0
2.1.5	% of PIA requests requiring an Attorney General's Office opinion	0%	0%	0%	<	10
2.1.6	# of weekly PIA reports (Open Records weekly reports) provided to staff	13	13	13	> or =	13
2.1.7	% of PIA requests processed without a complaint filed with the Attorney General's Office	0%	1%	0%	=	100%
2.1.8	# of PIA training provided	0	0	0	> or =	0

## DEPARTMENT SCORECARD

2.2	Coordinate convenient, efficient and sound municipal elections (CSOB1) (B2)					
2.2.1	# of elections administered or assisted by the CSO	1	0	1	> or =	1
2.2.2	# of submitted semi-annual campaign finance reports filed with CSO	8	10	12	> or =	4
2.2.3	% of municipal elections completed without a formal complaint filed with Secretary of State	100%	n/a	100%	=	100%
2.2.4	% of municipal elections completed without a formal complaint filed with the City Secretary	100%	n/a	100%	=	100%
2.2.5	% voter turnout in municipal elections	87%	0%	42%	>	20%
2.3	Administer systematic recordkeeping that ensures legislative and historical document preservation (CSOB3) (B5)					
2.3.1	# of documents scanned into Laserfiche by CSO	554	5773	2092	> or =	1000
2.3.2	# of City Council Results provided to departments the day following Council meeting	6	6	9	> or =	5
2.3.3	% of documents received from departments within 30 days of City Council approval (departmental effectiveness)	100%	100%	100%	> or =	95%
2.3.4	% minutes without correction (Council, TIRZ, SPDC)	100%	100%	100%	=	100%
2.3.5	# of records management training provided to staff	1	2	0	> or =	1
2.3.6	# of reviewed and deleted records from Laserfiche recycle bins	0	0	0	> or =	2000
2.3.7	# of boxes processed and transferred off-site	0	0	0	> or =	20
2.3.8	# of off-site boxes destroyed per TX State Library & Archives (TSLAC) guidelines	52	25	3	> or =	5
2.3.9	# of department assessments for Records Management	0	0	2	> or =	3
2.3.10	# of approved ordinances sent to MuniCode for codification	0	33	0	> or =	0



## DEPARTMENT SCORECARD

<b>2.4</b>	<b>Ensure agenda procedures are in compliance with Open Meetings Act and City Charter (CSOB3) (B5)</b>					
2.4.1	# of agendas posted in accordance with Open Meetings Act	36	57	63	> or =	0
2.4.2	% of agendas received by deadline (5pm on Thursday)	100%	100%	100%	=	100%
2.4.3	# of public hearing notices posted to the website in accordance with City Charter	14	3	8	> or =	0
2.4.4	# of legal notices sent to newspaper by CSO	23	44	32	> or =	0
2.4.5	# of organization-wide agenda packet items processed and prepped by CSO	324	194	254	> or =	1
2.4.6	% of agenda packet items delivered to CSO by deadline (Noon on Wednesday)	99%	96%	100%	=	100%
2.4.7	# of completed Regular, Special, and Joint Council, TIRZ, and SPDC meetings held	6	6	9	> or =	0
<b>3.1</b>	<b>Provide high value services through efficient management of resources (CSOF1) (F1)</b>					
3.1.1	% departmental invoices paid within 30 days in accordance with Prompt Payment Act	38.50%	83.70%	100.00%	>	94%
3.1.2	% of Operating expenditures, budget vs. actual	27.10%	46.74%	75.63%	>	97%
3.1.3	% of Compliant p-card purchases	100%	100%	100%	> or =	100%
<b>4.1</b>	<b>Ensure our people understand the strategy &amp; how they contribute to it (L1)</b>					
4.1.1	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.69	4.69	4.69	> or =	4.50
<b>4.2</b>	<b>Enhance leadership capabilities to deliver results (L2)</b>					
4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	4.40	4.40	4.40	> or =	4.50
<b>4.3</b>	<b>Attract, develop &amp; retain a skilled workforce (L3)</b>					
4.3.1	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	4.19	4.19	4.19	> or =	4.50

## DEPARTMENT SCORECARD

4.3.2	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	4.40	4.40	4.40	> or =	4.50
4.3.3	Voluntary turnover rate (department 3 FTE, 2 PTEs) (Q3 changed 2 PTs to 1 FT)	0%	0%	0%	<	25%
4.3.4	% of professional staff certified - Texas Registered Municipal Clerk (TRMC) City Secretary, Deputy City Secretary	100%	100%	100%	=	100%
<b>4.4</b>	<b>Recognize and reward high performers (L4)</b>					
4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	4.13	4.13	4.13	> or =	4.50
<b>4.5</b>	<b>Empower informed decision-making at all levels in the organization (L5)</b>					
4.5.1	Q12 Survey: Q07 - At work, my opinions seem to count	4.25	4.25	4.25	> or =	4.50
<b>4.6</b>	<b>Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (CSOL2) (L6)</b>					
4.6.1	# of training hours for full-time employees (required 12/EE/Qtr)	32.00	41.50	23.20	> or =	36
4.6.2	# of departmental staff meetings	3	3	5	> or =	6
4.6.3	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.56	4.56	4.56	> or =	4.50
4.6.4	Q12 Survey: Q01 - I know what is expected of me at work	4.50	4.50	4.50	> or =	4.50
4.6.5	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.50	4.50	4.50	> or =	4.50

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Enhance board and commission tool options

Enhance staff training opportunities related to customer service

Increase records accessibility and governmental transparency

Ensure excellent responsiveness to customers, volunteers, and elected officials

### MANAGE THE BUSINESS

Ensure compliance with Public Information Act

Provide for the preservation of records

Advance Laserfiche initiatives

Provide for legally compliant elections

Ensure compliance with Open Meetings Act and City Charter

### PROVIDE FINANCIAL STEWARDSHIP

Sound Management of Resources

### PROMOTE LEARNING & GROWTH

Foster positive employee engagement

## COMMUNITY SERVICES

The Community Services Department pledges to create world class experiences and be the premier destination for lifelong memories.



### DEPARTMENT HIGHLIGHTS

**1,100**

The Parks Division maintains an estimated **1,100 acres** of dedicated park land and open space. This includes 6 miles of trails, 44 athletic fields, 7 playgrounds, 21 lighted tennis courts, 14 pavilions, 11 ponds, fountains, a dog park, and more.

**71%**

The Marq Southlake is in a strong position to meet **its cost recovery goal of 71%**.

**27%**

The Community Services Department is staffed with 113.93 FTEs that provide services across the Parks Maintenance, Recreation and Events/Hospitality divisions. The staff comprises **27% of the City's workforce**.

**9**

The Community Services Department manages service agreements with **9 area non-profits**.

**8**

The Community Services Department has **eight core services**.

**5**

The Community Services Department works directly with **five City Council-appointed Boards**: Parks & Recreation Board, Senior Advisory Commission, Southlake Arts Council, Southlake Parks Development Corporation and the Southlake Youth Action Commission.

**12.5%**

The Community Services Department FY 2022 General Fund Budget is \$5,448,067 which is a **0.6% increase** from the FY 2021 adopted budget.

**12.5%**

The Community Services budget is about **12.5% of total** General Fund expenditures.

# DEPARTMENT CORE SERVICES

## COMMUNITY SERVICES DEPARTMENT

**MISSION | Create world class experiences.**  
**VISION | Be the premier destination for lifelong memories.**



**Partnerships & Volunteerism**



**Performance Management & Service Delivery**



**Infrastructure**



**Quality Development**



**Mobility**



**Safety & Security**

### Serve our Customers

**C1 Achieve the highest standards of safety & security**

**C2 Provide travel convenience within City & region**

**C3 Provide attractive & unique spaces for enjoyment of personal interests**

**C4 Attract & keep top-tier businesses to drive a dynamic & sustainable economic environment**

**C5 Promote opportunities for partnerships & volunteer involvement**

**C6 Enhance the sense of community by providing excellent customer service and citizen engagement opportunities**

### Manage the Business

**B1 Achieve best-in-class status in all City disciplines**

**B2 Collaborate with select partners to implement service solutions**

**B3 Enhance resident quality of life & business vitality through tourism**

**B4 Provide high quality services through sustainable business practices**

**B5 Enhance service delivery through continual process improvement**

**B6 Optimize use of technology**

### Provide Financial Stewardship

**F1 Adhere to financial management principles & budget**

**F2 Invest to provide & maintain high quality public assets**

**F3 Achieve fiscal wellness standards**

**F4 Establish & maintain effective internal controls**

### Promote Learning and Growth

**L1 Ensure our people understand the strategy & how they contribute to it**

**L2 Enhance leadership capabilities to deliver results**

**L3 Attract, develop & retain a skilled workforce**

**L4 Recognize & reward high performers**

**L5 Empower informed decision-making at all levels in the organization**

**L6 Foster positive employee engagement**

### City Critical Business Outcomes

**CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.**

**CBO3 – Engage in thoughtful planning to ensure continued high quality development that is integrated well into the current built environment.**

**CBO5 – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.**

# DEPARTMENT SCORECARD



## SERVE OUR CUSTOMERS

INCIDENT RISK RATING (C1)		PARK/FACILITY RATING (C3)		LEGENDS HALL FACILITY UTILIZATION (C3)		CHAMPIONS CLUB FACILITY UTILIZATION (C3)	
CURRENT	ATT	CURRENT	ATT	CURRENT	ATT	CURRENT	ATT
<b>2,784</b>	<b>100.0%</b>	<b>97%</b>	<b>100.0%</b>	<b>51.06%</b>	<b>100.0%</b>	<b>55.3%</b>	<b>100.0%</b>
PREVIOUS PERIOD	<b>2,395</b>	PREVIOUS PERIOD	<b>90.24%</b>	PREVIOUS PERIOD	<b>11.89%</b>	PREVIOUS PERIOD	<b>16.94%</b>
PREVIOUS PERIOD	<b>104.79</b>	PREVIOUS PERIOD	<b>85%</b>	PREVIOUS PERIOD	<b>24.03%</b>	PREVIOUS PERIOD	<b>27.69%</b>
<b>TARGET: &lt; 6,500</b>		<b>TARGET: &gt; 90%</b>		<b>TARGET: &gt; 30%</b>		<b>TARGET: &gt; 33%</b>	

NPS (C6)		MEMBERSHIP REGISTRATIONS (C6)	
CURRENT	ATT	CURRENT	ATT
<b>85.18</b>	<b>100.0%</b>	<b>25.44%</b>	<b>100.0%</b>
PREVIOUS PERIOD	<b>60.13</b>	PREVIOUS PERIOD	<b>20.09%</b>
PREVIOUS PERIOD	<b>42.32</b>	PREVIOUS PERIOD	<b>18%</b>
<b>TARGET: &gt; 60.00</b>		<b>TARGET: &gt; 18%</b>	



## MANAGE THE BUSINESS

CAPRA MATURITY SCORE (B1)		COST AVOIDANCE (B2)	
CURRENT	ATT	CURRENT	ATT
<b>1.18</b>	<b>96.3%</b>	<b>93,463</b>	<b>48.98%</b>
PREVIOUS PERIOD	<b>1.18</b>	PREVIOUS PERIOD	<b>\$89,425</b>
PREVIOUS PERIOD	<b>N/A</b>	PREVIOUS PERIOD	<b>N/A</b>
<b>TARGET: &lt; 1.23</b>		<b>TARGET: &gt; 182,580</b>	

ATT = Adherence to Target

# DEPARTMENT SCORECARD



## PROVIDE FINANCIAL STEWARDSHIP

COST RECOVERY: MARQ (F1)		COST RECOVERY: GF (F1)	
CURRENT	ATT	CURRENT	ATT
<b>69.2%</b>	<b>100.0%</b>	<b>45.18%</b>	<b>84%</b>
PREVIOUS PERIOD	<b>61.8%</b>	PREVIOUS PERIOD	<b>67.29%</b>
PREVIOUS PERIOD	<b>57.9%</b>	PREVIOUS PERIOD	<b>42%</b>
<b>TARGET: &gt; 58%</b>		<b>TARGET: &gt; 50%</b>	



## PROMOTE LEARNING & GROWTH

Q12 (L6)		VOLUNTARY TURNOVER (L6)	
CURRENT	ATT	CURRENT	ATT
<b>4.03</b>	<b>89.5%</b>	<b>6%</b>	<b>100%</b>
PREVIOUS PERIOD	<b>3.92</b>	PREVIOUS PERIOD	<b>11.3%</b>
PREVIOUS PERIOD	<b>3.92</b>	PREVIOUS PERIOD	<b>11.3%</b>
<b>TARGET: &gt; 4.5</b>		<b>TARGET: &gt; 11.25%</b>	

**Note:** The Community Services Department scorecard is still under development. The Community Services Department was the first department in an FY 2019 pilot program for Southlake Performance Excellence (SPx), an evolution of the City’s performance management model. The Community Services scorecard under SPx uses the foundation of the balanced scorecard and the City’s existing Strategic Management System structure, and reports only key metrics that accurately reflect the status and health of the department.

During FY 2022, all City departments will be working to identify key metrics to publish for transparency and communication.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Provide Outstanding Customer Service and Exceed Customer Expectations	Continue Monthly Inspections of Parks, Playgrounds, and Irrigation Systems	Meet the Needs and Interests of the Community by Providing a Variety of High Quality Programs and Events that Provide Fun, Safe, and Accessible Environments for People of all Ages and Abilities	Plan and Develop Champions Club at The Marq Southlake	Enhance Department Marketing Initiatives	Implement the Southlake 2030 Parks, Recreation & Open Space/Community Facilities Master Plan by Successfully Completing the Projects within the Approved Capital Improvement Program
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### MANAGE THE BUSINESS

Achieve Accreditation through the National Recreation and Park Association	Develop and Implement a Strategic Communications/ Marketing Plan that Encompasses Department Branding Guidelines	Provide Guidelines and Training to Ensure all Branding Requirements are Met	Collaborate with the City Council and the Boards & Commissions to Identify and Implement the Needs of the Community	Manage and Expand Partnerships	Collaborate with Athletic Associations
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### PROVIDE FINANCIAL STEWARDSHIP

Maintain Accurate and Consistent Policies and Procedures	Implement the Southlake 2030 PROS/CF Master Plan and Approved Capital Improvement Program (CIP)	Revise and Implement Cost Recovery Policy	Explore Grant Opportunities	Increase Sponsorships Revenue	Evolve with Technology	Develop an Equipment Maintenance and Replacement Plan for the Community Recreation Center	Maximize Efficiency Through Use of Contract Services
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### PROMOTE LEARNING & GROWTH

Develop and Implement Initiatives to Enhance Employee Engagement	Continue Incorporating Leadership Training	Provide Opportunities to Obtain or Renew Licenses and Certifications	Build A Culture of High Performance
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## ECONOMIC DEVELOPMENT & TOURISM

The Southlake Economic Development and Tourism Department's mission is to sustain and grow Southlake's vibrant economy and outstanding quality of life by providing leadership and resources for the creation, expansion and retention of businesses and visitors.



### DEPARTMENT HIGHLIGHTS

4

For a **fourth year in a row**, the City of Southlake Economic Development & Tourism Department was recognized for Economic Excellence by the Texas Economic Development Council.

\$817,000

**Over \$817,000** was awarded to local businesses through the 2020 Southlake Business Relief Grant program.

93%

According to Southlake businesses, 89% rated the level of service as either excellent or good. Just over 93% of businesses rate Southlake as **excellent or good place to do business**.

68

**Sixty-eight businesses** opened in Southlake in 2020, while 46 have opened so far in 2021.

8

The Economic Development and Tourism Department has **eight core services**.

-1.3%

The Economic Development Division 2022 General Fund Budget is \$257,995, which is a **1.3% decrease** from the FY 2021 adopted budget. The Tourism Division also receives \$890,750 from the Hotel Occupancy Tax Fund.

1%

The Economic Development and Tourism Department includes: Director of Economic Development and Tourism, a Tourism Marketing Manager, Special Events Coordinator, and an Economic Development Specialist. The staff comprises **1% of the City's workforce**.

0.6%

The Economic Development budget is **0.6% of total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## ECONOMIC DEVELOPMENT & TOURISM STRATEGY MAP

The Southlake Economic Development and Tourism Department’s mission is to sustain and grow Southlake’s vibrant economy and outstanding quality of life by providing leadership and resources for the creation, expansion and retention of businesses and visitors.

### DELIVER ON OUR FOCUS AREAS



Safety & Security



Infrastructure



Mobility



Quality Development



Partnerships & Volunteerism



Performance Management & Service Delivery

### SERVE OUR CUSTOMERS

**C1** Achieve the highest standards of safety & security

**C2** Provide travel convenience within City & region

**C3** Provide attractive & unique spaces for enjoyment of personal interests

**C4** Attract & keep top-tier businesses to drive a dynamic & sustainable economic environment

**C5** Promote opportunities for partnerships & volunteer involvement

**C6** Enhance the sense of community by providing excellent customer service and citizen engagement opportunities

### MANAGE THE BUSINESS

**B1** Achieve best-in-class status in all City disciplines

**B2** Collaborate with select partners to implement service solutions

**B3** Enhance resident quality of life & business vitality through tourism

**B4** Provide high quality services through sustainable business practices

**B5** Enhance service delivery through continual process improvement

**B6** Optimize use of technology

### PROVIDE FINANCIAL STEWARDSHIP

**F1** Adhere to financial management principles & budget

**F2** Invest to provide & maintain high quality public assets

**F3** Achieve fiscal wellness standards

**F4** Establish & maintain effective internal controls

### PROMOTE LEARNING AND GROWTH

**L1** Ensure our people understand the strategy & how they contribute to it

**L2** Enhance leadership capabilities to deliver results

**L3** Attract, develop & retain a skilled workforce

**L4** Recognize & reward high performers

**L5** Empower informed decision-making at all levels in the organization

**L6** Foster positive employee engagement

### City Critical Business Outcomes

**CBO1** – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

**CBO4** – Optimize the City’s commercial tax base by attracting high quality new businesses to reduce the tax burden on residential taxpayers.

**CBO5** – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.

## DEPARTMENT CORE SERVICES

Perspec- tive	Ref #	Measure	Previous Period	Previous Period	Current	Measure- ment	Target
Serve our Customers	<b>1.1</b>	<b>C1 Achieve the highest standards of safety &amp; security</b>					
	1.1.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.16	4.29	4.44	> or =	4.50
	1.1.2	Q12 Survey: Q10 - I have a best friend at work	3.64	4.15	3.81	> or =	4.50
	<b>1.2</b>	<b>C4 Attract &amp; keep top-tier businesses to drive a dynamic &amp; sustainable economic environment</b>					
	1.2.1	Employment - residence ratio	1.87	1.91	1.85	> or =	2.00
	1.2.2	Business retention rate - overall	77.7%	85.7%	84.7%	>	75.0%
	1.2.3	New business survival rate - 1 year	90%	92%	96%	> or =	80%
	1.2.3	New business survival rate - 2 years	84%	87%	84%	> or =	69%
	1.2.4	New business survival rate - 5 years	59%	78%	74%	> or =	51.0%
	1.2.5	Southlake retail occupancy rate	93%	91%	93%	>	89%
	1.2.5.1	Lifestyle Center occupancy rate (average)	92%	92%	96%	>	89%
	1.2.5.1.1	Southlake Town Square occupancy rate	95%	91%	95%	>	89%
	1.2.5.2	Power Center occupancy rate (Gateway Plaza)	77%	80%	80%	>	89%
	1.2.5.3	Community Center occupancy rate (average)	96%	92%	94%	>	89%
	1.2.5.4	Neighborhood Center occupancy rate	92%	90%	90%	>	89%
	1.2.6	Consumer Sales - All Y/Y	-11.3%	-11.2%	-1.6%	=	+
	1.2.8	Southlake office occupancy rate	81%	81%	80%	>	84%
	1.2.8.1	Class A Office occupancy rate	73%	74%	74%	>	84%
	1.2.8.2	Class B multi tenant office occupancy rate	81%	82%	82%	>	84%
	1.2.9	Industrial / flex space occupancy	90%	93%	91%	>	84%
1.2.10	Medical office occupancy rate	84%	84%	82%	>	84%	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target	
Serve our Customers	1.3.1	Jobs created - percent change from prior year	3.5%	-1.8%	7.2%	=	+	
	1.3.2	Jobs created - quarterly (* = recent data not available due to COVID-19)	*	*	*	=	+	
	1.3.3	New construction value as a percentage of total appraised value	5.9%	4.5%	3.4%	> or =	3%	
	1.3	<b>Implement programs to market the City and attract desired businesses (EDC2) (C4)</b>						
	1.4.1	% businesses who rated the level of service provided by the City as Excellent or Good	No Data Available	No Data Available	83.0%	> or =	90%	
	1.4.2	% of businesses who rated their most recent interaction with a City employee as Excellent or Good	No Data Available	No Data Available	80.0%	> or =	90%	
	1.4.3	VisitSouthlakeTexas.com quality assurance rating	85.7%	91.7%	92.5%	> or =	80%	
	1.4.4	VisitSouthlakeTexas.com accessibility rating	60.0%	60.0%	58.9%	> or =	60%	
1.4.5	SelectSouthlake.com quality assurance rating	No Data Available	No Data Available	No Data Available	> or =	80%		

## DID YOU KNOW?

In Southlake, 590 homes were sold in 2020 at an average sales price of \$962,285, an 9.8% increase from 2019.

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.4.6	SelectSouthlake.com accessibility rating	No Data Available	No Data Available	No Data Available	> or =	60%
	1.4.9	Shopping Story Map - number of unique visitors	258	221	204	> or =	Trending Up
	1.4.10	Dining Story Map - number of unique visitors	261	237	204	> or =	Trending Up
	1.4.11	Visit Widget app - average session duration	1:55	0:58	1:00	> or =	2:00
	1.4.12	% agreement that employee represented City in a positive manner ("Completely Agree" or "Somewhat Agree")	88%	88%	83%	>	90%
	1.4.13	% citizen agreement that employee was courteous ("Completely Agree" or "Somewhat Agree")	92%	91%	83%	>	90%
	1.4.14	% citizen agreement that employees returned calls within a reasonable amount of time ("Completely Agree" or "Somewhat Agree")	78%	78%	74%	>	90%
	1.4.15	% citizen agreement that employee showed pride and concern for the quality of work ("Completely Agree" or "Somewhat Agree")	86%	83%	76%	>	90%
	1.4.16	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4.29	4.43	4.44	> or =	4.50
	2.1	<b>B1 Achieve best-in-class status in all City disciplines</b>					
Manage the Business	2.1.1	% department workplan initiatives that met or exceeded KAI	87%	92%	100%	>	89%
	2.1.2	% of Southlake 2035 Economic Development Master Plan recommendations completed in accordance with annual workplan	100%	93%	88%	>	89%
	2.1.3	% of Southlake 2035 Tourism Master Plan recommendations completed in accordance with annual workplan	100%	100%	100%	>	89%

# DEPARTMENT SCORECARD

Perspec- tive	Ref #	Measure	Previous Period	Previous Period	Current	Measure- ment	Target	
Manage the Business	2.1.4	% of Southlake 2035 Economic Development Master Plan recommendations scheduled to be completed within assigned tier	100%	100%	100%	>	89%	
	2.1.5	% of Southlake 2035 Tourism Master Plan recommendations scheduled to be completed within assigned tier	100%	100%	96%	>	89%	
	2.1.6	Q12 Survey: Q06 - There is someone at work who encourages my development	3.88	4.64	4.56	> or =	4.50	
	<b>2.3</b>	<b>B2 Collaborate with select partners to implement service solutions</b>						
	2.3.1	Business exchanges hosted by the Southlake Chamber of Commerce (* = COVID-19 impact)	3	2	0*	> or =	2	
	2.3.2	Networking luncheons hosted by the Southlake Chamber of Commerce (* = COVID-19 impact)	2	2	0*	> or =	2	
	2.3.3	Business visitation program - volunteer utilization	0%	0%	0%	>	49%	
	2.3.4	% CEDC Board economic development goals completed in accordance with annual workplan	100%	100%	86%	> or =	90%	
	2.3.5	% department workplan items implementing master plan goal through partnership engagement	New - Data TBD	New - Data TBD	New - Data TBD	New - Data TBD	New - Data TBD	
	<b>2.5</b>	<b>B3 Enhance resident quality of life and business vitality through tourism</b>						
	2.2.5	Social media - Facebook page likes	6,762	6,778	6,780	> or =	Trending Up	
	2.2.6	Social media - Facebook reach (average post reach)	571	439	261	> or =	300	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.2.7	Social media - Facebook engagements	2,491	800	352	> or =	Trending Up
	2.2.8	Social media - Twitter followers	3,425	3,370	3,343	> or =	Trending Up
	2.2.9	Social media - Twitter engagement rate	0.21%	0.44%	1.00%	> or =	Trending Up
	2.2.10	Social media - Twitter reach percentage	14.01%	37.02%	69.00%	> or =	Trending Up
	2.2.11	Social media - Instagram followers	3,590	3,655	3,728	> or =	Trending Up
	2.2.12	Social media - Instagram engagement rate	24%	78%	21%	> or =	Trending Up
	2.2.13	Social media - Instagram impressions	23,558	18,623	19,021	> or =	Trending Up
	2.2.14	VisitSouthlakeTexas.com - Number of unique visitors to website	18,205	5,902	14,236	> or =	Trending Up
	2.2.15	VisitSouthlakeTexas.com - Average bounce rate	69.33%	70.03%	65.37%	> or =	Trending Down
	2.2.16	VisitSouthlakeTexas.com - Average time spent on site	1:08	0:53	1:16	> or =	Trending Up
	2.2.18	Visit Widget app - number of downloads	15	30	44	> or =	Trending Up
2.2.19	Visit Widget app - number of total active users	398	210	161	> or =	Trending Up	
Provide Financial Stewardship	3.1	<b>F1 Adhere to financial management principles &amp; budget</b>					
	3.1.1	Operating expenditures, budget vs actual (Dept - ED)	90%	99%	91%	=	98-100%
	3.1.2	% undisputed departmental invoices paid within 30 days in accordance with Prompt Payment Act	100%	100%	100%	=	100%
	3.1.3	% compliant Pcard purchases	100%	100%	100%	> or =	95%



## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Provide Financial Stewardship	3.2	<b>F1 Adhere to financial management principles &amp; budget</b>					
	3.2.1	Dollars of private investment leveraged per dollar of public investment - overall	TBD	TBD	TBD	> or =	1
	3.3.2	Cost per job created/retained through incentive agreements	TBD	TBD	TBD	TBD	TBD
	3.3.3	Number of new jobs created through incentive agreements - Overall	TBD	TBD	TBD	TBD	TBD
Promote Learning & Growth	4.1	<b>L1 Ensure our people understand the strategy &amp; how they contribute to it</b>					
	4.1.1	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.04	4.50	4.06	> or =	4.50
	4.2	<b>L2 Enhance leadership capabilities to deliver results</b>					
	4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	3.46	4.50	4.40	> or =	4.50
	4.2.2	% employees completing development and learning goals	100%	100%	100%	=	100%
	4.2.3	Average number of training hours per employee - department	12	6	4	> or =	12
	4.3	<b>L3 Attract, develop &amp; retain a skilled workforce</b>					
	4.3.1	Voluntary turnover rate (Dept)	0%	0%	0%	<	8.0%
	4.3.2	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	4.13	4.17	4.50	> or =	4.50
	4.3.3	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	4.38	4.08	4.64	> or =	4.50
	4.4	<b>L4 Recognize &amp; reward high performers</b>					
	4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	3.38	4.38	3.75	> or =	4.50
	4.5	<b>L5 Empower informed decision-making at all levels in the organization</b>					

## DEPARTMENT SCORECARD

Perspec- tive	Ref #	Measure	Previous Period	Previous Period	Current	Measure- ment	Target
Promote Learning & Growth	4.5.1	Q12 Survey: Q07 - At work, my opinions seem to count.	3.63	4.36	4.00	> or =	4.50
	4.6	L6 Foster positive employee engagement					
	4.6.1	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.12	4.43	4.25	> or =	4.50
	4.6.2	Q12 Survey: Q01 - I know what is expected of me at work	4.52	4.43	4.50	> or =	4.50
	4.6.3	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.04	4.71	4.56	> or =	4.50

## DID YOU KNOW?

According to the 2020 Business Climate Survey, 67% of Southlake businesses expect to grow/expand in 2021.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Attract desired businesses to ensure economic growth as well as continued employment and services for residents of the City

Enhance the quality of life for residents and the sustainability of City business through the promotion of the tourism, convention and hotel industry in the City

Foster meaningful relationships between the public and private sectors

Achieve economic prosperity through tax and employment base growth, attracting investment of private capital into our economy that grows jobs, creates opportunity, increases tax revenue

### MANAGE THE BUSINESS

Foster an environment that retains and supports existing businesses to ensure the sustainability of our existing tax base

Promote the City both nationally and regionally as a great place to live, work, visit, shop and recreate

Improve local economic health of the community

Elevate the Southlake brand and value proposition

### PROVIDE FINANCIAL STEWARDSHIP

Ensure sustainable, high quality service delivery

Support investment in our community that meets the goals outlined in the Southlake 2035 Economic Development Master Plan

Monitor and validate compliance of project ROI according to incentive agreement requirements

Review programs annually to determine alignment with "customer pull" related to business community, resident and broker issues

Develop and nurture partnerships to improve services and reduce costs

### PROMOTE LEARNING & GROWTH

Improve employee engagement

Collaborate with and cross train employees for maximum effectiveness

# FINANCE & INFORMATION TECHNOLOGY DEPARTMENT

The Finance Department will provide sound management of the City's financial assets and timely, accurate information to ensure financial sustainability.

Information Technology's mission is to provide technology services to the City of Southlake that are secure, scalable, reliable, financially viable, and aligned with the City's Strategic Management System.



## DEPARTMENT HIGHLIGHTS

**2,300**

Teen Court volunteers have performed more than 2,300 hours of community service for Southlake departments/organizations. That is a savings of more than \$59,800 to the City of Southlake and its non-profit organizations

**20**

The City has successfully maintained the optimum 25% fund balance in the General Fund for **20 years**.

**\$.5M**

Finance reduced the debt service payment by \$.5 million by the issuance of G.O. Refunding Bonds, Series 2021 totaling \$4.0 million resulting in over 13% net present value of savings. This is one benefit of the City's AAA bond rating

**100**

IT supports over **100 software applications** throughout the city.

### CORE SERVICES

Finance has **thirteen core services** and Information Technology has **ten core services**.

**10%**

The Finance and Information Technology Department is staffed by 44.3875 FTEs that provide services across the Finance Administration, Municipal Court, Information Technology, and Water Utility divisions. The staff comprises **10% of the City's workforce**.

**9.8%**

The Finance & Information Technology Department's 2022 General Fund Budget is \$5,722,670 which is a **9.8% increase** over the FY 2021 adopted budget. This increase is largely due to personnel increases.

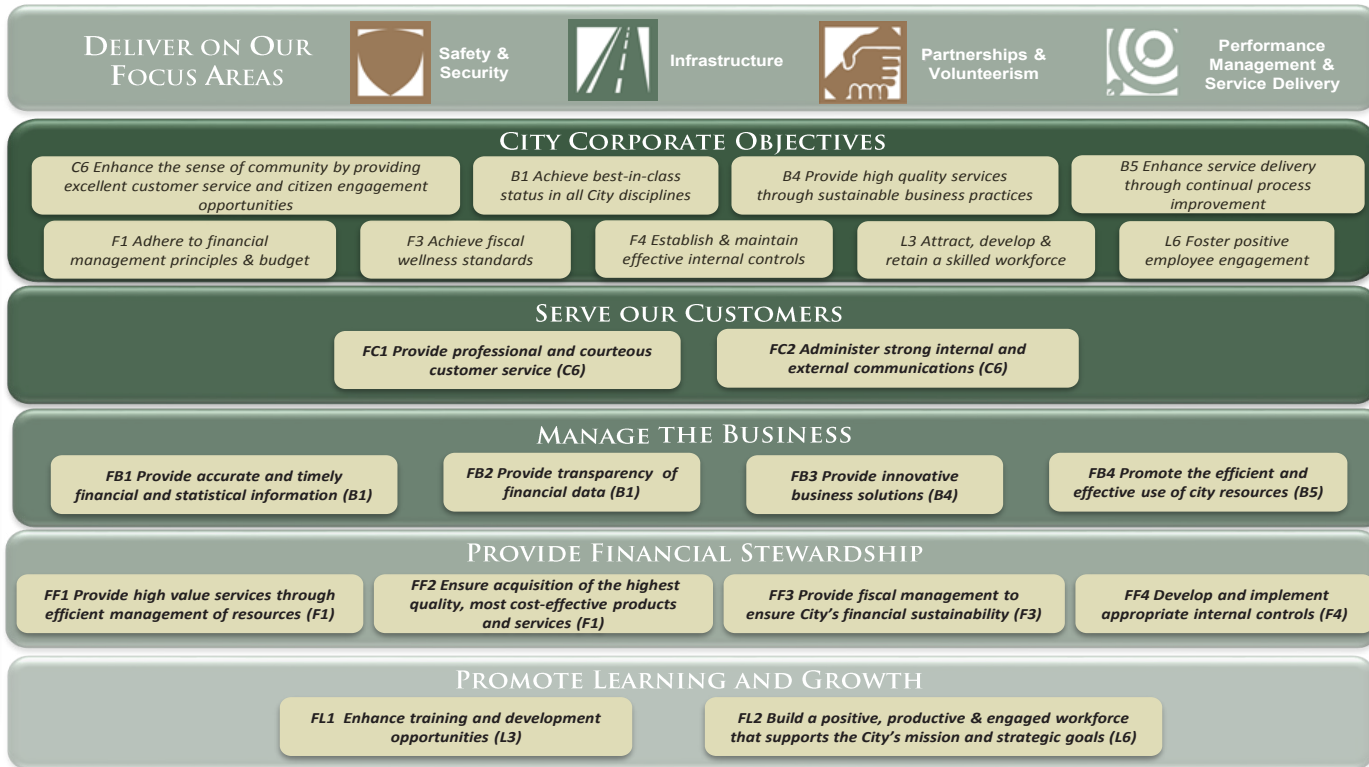
**13.1%**

Finance & Information Technology Department's budget is **13.1% of total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## FINANCE STRATEGY MAP

*The Finance office will provide sound management of the City's financial assets and timely, accurate information to ensure financial sustainability.*



### City Critical Business Outcomes

CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

CBO2 – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

CBO5 – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.

### Department Critical Business Outcomes

FCBO1 - Determine succession plan for key positions in the department.

FCBO2 - Enhance process improvements through streamline committee.

FCBO3 – Deliver a customer experience that is aligned with the Southlake Way and surpasses expectations.

FCBO4 - Develop and enhance partnerships that provide the best value and service to the community.

FCBO5 – Engage in strategic foresight to anticipate, evaluate and address future challenges and opportunities that may impact the City and department.

# DEPARTMENT CORE SERVICES

## INFORMATION TECHNOLOGY STRATEGY MAP

To provide technology services to the City of Southlake that are secure, scalable, reliable, financially viable, and aligned with the city's Strategic Management System. We will accomplish this through an organization that is efficiently and effectively managed and whose practices are underpinned by the core values of the City.

City Focus Areas:



Safety & Security



Performance Management

### City Corporate Objectives

C1 Achieve the highest standards of safety & security

C6 Enhance the sense of community by providing excellent customer service and citizen engagement opportunities

B4 Provide high quality services through sustainable business practices

B5 Enhance service delivery through continual process improvement

B6 Optimize use of technology

F1 Adhere to financial management principles & budget

L3 Attract, develop & retain a skilled workforce

L6 Foster positive employee engagement

### SERVE OUR CUSTOMERS

ITC1 Minimize Security Risks (C1)

ITC2 Provide a high-performing service desk (C6)

### MANAGE THE BUSINESS

ITB1 Provide technology solutions and development services supporting City objectives (B4)

ITB2 Provide technical solution consulting to support City process improvement projects (B5)

ITB3 Provide cost-effective and highly available technology infrastructure (B6)

### PROVIDE FINANCIAL STEWARDSHIP

ITF1 Provide a balanced IT cost structure (F1)

ITF2 Provide high value services through efficient management of resources (F1)

### PROMOTE LEARNING AND GROWTH

ITL1 Provide technical and solution training both internally and externally (L3)

ITL2 Build a positive, productive & engaged workforce that supports the City's mission and strategic goals (L6)

### City Critical Business Outcomes

CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

CB05 – Improve quality of life through progressive implementation of Southlake's Comprehensive Plan recommendations.

### Department Critical Business Outcomes

ITCBO1 – Provide IT services that enable City departments to reduce cost and time associated with daily tasks (CB01).

ITCBO2 – Optimize current and future IT infrastructure to be reliable, scalable, and cost effective and anticipate technology change to meet advancing customer requirements (CB05).

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.1	Achieve the highest standards of safety & security (C1)					
	1.1.2	Ensure the safety of staff and customers at all times (NEW)					
	1.1.2.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.56	4.00	3.97	> or =	4.50
	1.2	Promote opportunities for partnerships & volunteer involvement (C5)					
	1.2.1	Provide and enhance volunteer opportunities for youth and adults (MCC2)					
	1.2.1.1	Volunteer retention in teen court	100%	100%	100%	>/=	90%
	1.3	Enhance sense of community by providing excellent customer service and citizen engagement opportunities (C6)					
	1.3.1	Provide professional and courteous customer service (FC1) (CSC1)					
	1.3.1.1	% agreement that employee represented City in a positive manner	88%	83%		>/=	90%
	1.3.1.2	% citizen agreement that employee was courteous	90%	83%		>/=	90%
	1.3.1.3	% citizen agreement that employees returned calls within a reasonable amount of time	78%	73%		>/=	90%
	1.3.1.4	% citizen agreement that employee showed pride and concern for the quality of work	84%	76%		>/=	90%
	1.3.1.5	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4.19	4.21	4.19	>/=	4.50
	1.3.1.6	Purchasing Customer service rating -internal	95%	95%	99%	>/=	95%
	1.3.1.7	Purchasing Customer service rating -external	98%	100%	100%	>/=	95%
1.3.1.8	% court sessions started on time	100%	100%	98%	>/=	95%	
1.3.1.9	Billing error count in water utility	0	0	1	<	5	
1.3.1.10	Payment error count in water utility	0	0	1	<	5	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.3.1.11	<i>Count of avoidable errors in court</i>	1	3	0	<	5
	1.3.3	Administer strong internal and external communication (CSC6)					
	1.3.3.1	Auto/recurring payments in water utility	44%	46%	46%	>	20%
	1.3.3.2	Service orders completed by due date	92.0%	94.2%	98.0%	>	98%
	1.3.3.3	Meter sets completed within 48 hours	94.0%	92.9%	100.0%	>	98%
	2.1	Achieve best-in-class status in all City disciplines (B1)					
	2.1.1	Provide accurate and timely financial and statistical information (FB1) (B1)					
	2.1.1.1	<i>J.E.s approved and posted within 2 days of completion date</i>	98%	99%	100%	>/=	95%
	2.1.1.2	<i>Reduce manual J.E.s</i>	609	543	505	>/=	10%
	2.1.2	Provide transparency of financial data (FB2)					
Manage the Business	2.1.2.1	<i>% department workplan initiatives that met or exceeded KAI</i>				>	75%
	2.1.3	Implement accurate and timely legislative updates (MCB1)					
	2.1.3.1	<i>% of Compliance Reports submitted timely</i>	100%	100%	100%	=	100%
	2.1.4	Maintain a 98% or better collection rate (CSB1)					
	2.1.4.1	<i>Collection rate in water utility</i>	99.65%	99.88%	99.83%	>/=	98%
	2.1.4.2	<i>Collection rate in court</i>	95.0%	91.0%	91.0%	>/=	95%
	2.2	Collaborate with select partners to implement service solutions (B2)					
	2.2.1	Partner with community representatives to implement service enhancements (MCB2)					
	2.2.1.1	<i>% of inaccurate critical transactions from Keller Jail/Dispatch</i>	3.70%	0.00%	1.15%	<	5%
	2.3	Provide high quality services through sustainable business practices (B4)					
2.3.1	Provide innovative business solutions (FB3) (MCB3)						



## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.3.1.1	EyeOnWater registrations	33%	39%	39%	>/=	30%
	2.4	Enhance service delivery through continuous process improvement (B5)					
	2.4.1	Promote the efficient and effective use of city resources (FB4) (CSB2)					
	2.4.1.1	Annual cost per mile for vehicle maintenance/repair*	0.797	0.355	0.18	</=	0.15
	2.4.1.2	Count of re-read service orders for billing	8	9	16	<	10
	3.1	Adhere to financial management principles & budget (F1)					
Provide Financial Stewardship	3.1.1	Provide high value services through efficient management of resources (FF1) (MCF1) (CSF1)					
	3.1.1.1	Operating expenditures, budget vs actual (Finance)	38.4%	56.4%	75.6%	=	98-100%
	3.1.1.2	Operating expenditures, budget vs actual (Water Utilities)	34.5%	53.0%	71.0%	=	98-100%
	3.1.1.3	Operating expenditures, budget vs actual (Court)	92.1%	48.0%	94.0%	=	98-100%
	3.1.1.4	Operating expenditures, budget vs actual (Teen Court)	81.3%	42.9%	87.7%	=	98-100%
	3.1.1.5	% departmental invoices paid within 30 days in accordance with Prompt Payment Act	100.0%	100.0%	100.0%	>	94%
	3.1.1.6	Investment yield compared to 1 year Treasury Bond	2.952%	1.128%		>/=	1.760%
	3.2	Achieve fiscal wellness standards (F3)					
	3.2.1	Provide fiscal management to ensure City's financial sustainability (FF3)					
	3.2.1.1	Outstanding Debt vs. Infrastructure Asset Book Value (water/sewer)	38%	36%	34%	<	100
	3.2.1.2	Outstanding Debt vs. Infrastructure Asset Book Value (governmental activities)	21%	19%	16%	<	100

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Provide Financial Stewardship	3.3	Establish and maintain effective internal controls (F4)					
	3.3.1	Develop and implement appropriate internal controls (FF4) (F4)					
	3.3.1.3	<i>GL account reconciliations completed by 15th</i>	81%	90%	84%	>/=	90%
	3.3.1.4	<i>Audit adjusting entries</i>	3	1	0	<	5
	3.3.1.5	<i>Audit findings</i>	0	0	0	=	0
	3.3.1.6	<i>Non cash transactions in court (Community Service, Time Served, etc.)</i>	67	32	18	<	150
Promote Learning and Growth	4.5	Empower informed decision-making at all levels in the organization (L5)					
	4.5.1	Enhance training and development opportunities (FL1) (MCL1) (CSL1)					
	4.5.1.1	<i>Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.</i>	4.30	4.09	4.06	>/=	4.50
	4.5.1.2	<i>Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.</i>	4.41	3.94	3.91	>/=	4.50
	4.5.1.3	<i>Voluntary turnover rate (Dept)</i>	0%	0%	12%	<	8.0%
	4.5.1.4	<i>Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work</i>	3.50	3.58	3.53	>/=	4.50
	4.5.1.5	<i>Q12 Survey: Q06 - There is someone at work who encourages my development</i>	4.33	3.88	3.84	> or =	4.50
	4.5.1.6	<i>Team building exercises</i>	3	4		>/=	4

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Promote Learning and Growth	4.5.1.7	Average education hours per employee	16.12	5.64		=	48
	4.5.1.8	Q12 Survey: Q07 - At work, my opinions seem to count.	3.96	3.70	3.66	>/=	4.50
	4.6	Foster positive employee engagement (L6)					
	4.6.1	Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (FL2) (L6)					
	4.6.1.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	4.08	3.88	3.84	>/=	4.50
	4.6.1.2	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.22	4.00	3.97	>/=	4.50
	4.6.1.3	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.27	4.03	4.00	>/=	4.50
	4.6.1.4	Q12 Survey: Q01 - I know what is expected of me at work	4.56	4.30	4.28	>/=	4.50
	4.6.1.5	Q12 Survey: Q10 - I have a best friend at work	3.48	3.81	3.77	>/=	4.50
	4.6.1.6	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.52	4.36	4.34	>/=	4.50

## FINANCE GOALS

### SERVE OUR CUSTOMERS

Successful integration of Beacon cellular meters and Eye on Water

Implement formal customer service program

Implement a formal continuous communication plan for customers and staff

Improve Citizen Satisfaction Survey results for department

Develop and implement public outreach projects

### MANAGE THE BUSINESS

Maximize existing technology

Achieve top level designations for transparency and excellence with appropriate certifying organizations

Streamline financial processes city-wide

Implement a comprehensive reporting program to and from stakeholders

### PROVIDE FINANCIAL STEWARDSHIP

Analyze KAIs for reasonableness of targets and applicability to current goals

Develop a comprehensive user-friendly procurement program

Implement the Warrant Clearance Interface with Dallas Regional database

Implement 2030 Sustainability Recommendations

Enhance PaperLite Program department-wide

Implement 2013 COSO Framework

Write and implement a standard operating procedure for staff and visitor safety

### PROMOTE LEARNING & GROWTH

Implement a two-phase succession plan

Develop a formal plan for staff training

Develop a formal program to engage staff in strategic planning and living the Southlake values at work

Develop and conduct employee appreciation activities and events

# INFORMATION TECHNOLOGY GOALS

## SERVE OUR CUSTOMERS

Strengthen network and environment security

Enable Support Services operational self-management

Enhance surveillance environment

## MANAGE THE BUSINESS

Deliver approved custom solutions

Improve mobility capability

Improve virtual services

Improve business continuance capability

Foster Lean process within IT

Improve core implementation and development capabilities

## PROVIDE FINANCIAL STEWARDSHIP

Improve asset management

Improve the effectiveness of the infrastructure management environment

Ensure proper staff allocation

## PROMOTE LEARNING & GROWTH

Improve staff training opportunities

Improve IT customer training opportunities

Improve team environment

# FIRE DEPARTMENT

The Southlake Fire Department is dedicated to providing world-class service.



## DEPARTMENT HIGHLIGHTS

### GOLD PLUS

The Fire Department has achieved the **2020 Mission: Lifeline EMS Gold Plus Level Recognition** presented by the American Heart Association. This is the highest level of recognition related to pre-hospital cardiovascular care.

**13**

The Fire Department has thirteen core services.

**22.4%**

The Fire Department budget is **22.4% of total General Fund** expenditures.

**4,000**

The fire prevention office completed **over 4,000** inspections to ensure compliance with fire/life safety regulations.

**6.35**

Ninety percent of the time, the Fire Department arrives on scene in **less than six minutes**.

**0.1%**

The Fire Department 2022 General Fund Budget is \$9,757,630 which is a **0.1% increase** over the FY 2021 adopted budget.

**1**

The Southlake Fire Department maintains an **ISO rating of 1** from the Insurance Services Office with a score of 97.53, which is the highest in the history of the program. This can lower insurance rates by as much as 13% for businesses and 11% for homeowners.

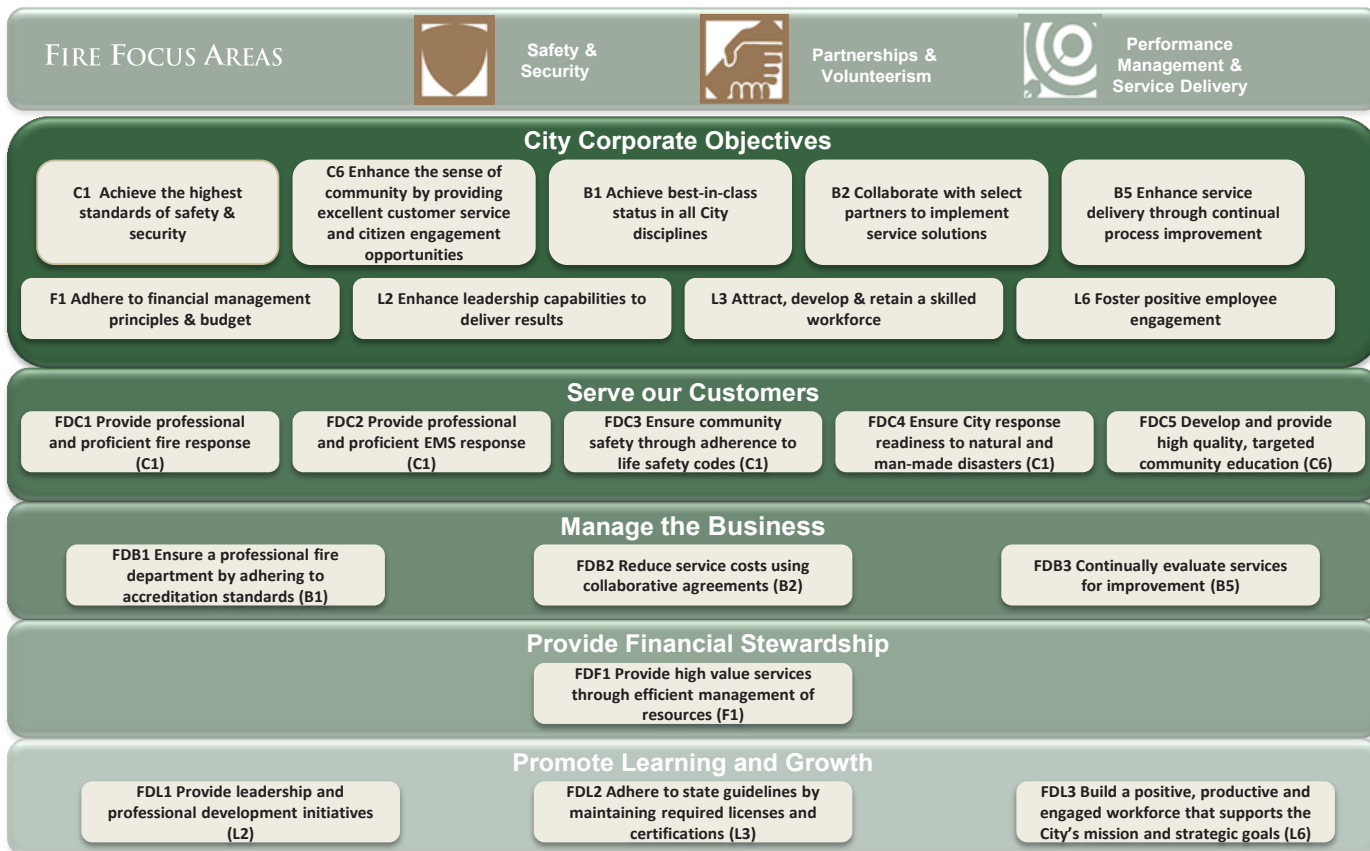
**17%**

The Fire Department is staffed with 73 FTEs who provide department administration, emergency management, community initiatives, fire and emergency services, as well as fire inspections. The staff comprises **17% of the City's workforce**.

# DEPARTMENT CORE SERVICES

## FIRE DEPARTMENT STRATEGY MAP

Southlake Fire Department is dedicated to the preservation of life and property. Our commitment is to provide the highest level of emergency response, life safety, and community support services to improve the quality of life for our customers.



### City Critical Business Outcomes

CBO2 – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

CBO6 – Invest to maintain strong public safety to ensure a low crime rate and effective emergency response.

### Department Critical Business Outcomes

FCBO1 – Develop a system for clearing accidents and a tool for measuring results that can be analyzed for effectiveness and improvement. (CBO2)

FCBO2 – Align all divisions to the highest levels of performance as derived from industry best practices and accreditation standards. (CBO6)

FCBO3 – Pursue the highest levels of life safety through adherence to life safety codes and community preparedness through targeted education and communication. (CBO6)

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.1	<b>FDC1 Provide professional and proficient fire response (C1)</b>					
	1.1.1	Operational Proficiency					
	1.1.1.1	Dollar Value : Dollar Loss	92.96	93.42	93.78	>	80.00
	1.1.1.2	% Fire Stop At floor Of Origin	100.00	100.00	100.00	>	75.00
	1.1.1.3	Department Average Policy Competence	95.00	92.00	98.00	>	90.00
	1.1.1.2	% 1st Attempt Pass Company Evolutions					
	1.1.1.2.1	Evolutions	100.00	100.00	100.00	>	90.0
	1.1.1.3	Employee Engagement (C1)					
	1.1.1.3.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right (C1)	4.44	4.56	4.39	>	4.5
	1.1.1.3.2	Grow Awards	14.00	18.00	4.00	>	3.0
	1.2	<b>FDC2: Provide professional and proficient Emergency Medical Response (C1)</b>					
	1.2.1	EMS Field Efficiency - 1					
	1.2.1.1	CPR Success Rate	34.00	32.00	0.00	>	10.0
	1.2.1.2	ROSC	61.00	62.00	0.00	>	40.0
	1.2.1.3	STEMI-Call to Door Time	N/A	16.00	24.00	<	40.0
	1.2.1.4	Stroke-Call to Door Time	23.00	24.00	24.85	<	40.0
	1.2.2	EMS Field Proficiency -2					
	1.2.2.1	Advanced Airway 1st Attempt Success Rate	100.00	100.00	100.00	>	90.0
	1.2.2.2	Vascular Access 1st Attempt Success Rate	77.80	74.89	84.31	>	90.0
	1.2.2.3	Trauma Scene Time	17.01	15.20	16.22	<	15.0



## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.2.2.4	Medical Scene Time	18.01	17.26	17.50	<	20.0
	1.2.2.5	Scene time to 12-lead (Avg. 90th%)	16.00	16.50	8.75	<	15.0
	1.2.2.6	12-lead EKG acquisition and interpretation within 10 minutes (%)	79.00	81.00	84.00	>	90.0
	1.2.2.7	Asprin Administration in chest pain (%)	75.00	77.00	82.00	>	90.0
	1.2.3	EMS CQI					
	1.2.3.1	Department Average Protocol Test Results	93.00	93.00	0.00	>	80.0
	1.2.3.2	Skills Evaluations 1st Attempt Pass	100.00	100.00	97.00	>	99.0
	1.2.3.3	Mega Code Scores 1st Attempt Pass	100.00	100.00	98.00	>	99.0
	1.2.3.4	Report Addendums Required	4.00	2.00	1.00	<	10.0
	1.3	FDC3: Ensure community safety through adherence to life safety codes (C1)					
	1.3.1	Plan Review Time (Days)					
	1.3.1.1	New Construction	4.18	3.50	4.20	<	7.0
	1.3.1.2	Remodels	3.92	4.47	4.00	<	5.0
	1.3.1.3	Reoccupancies	3.47	3.19	3.25	<	5.0
	1.3.1.4	DRC	3.00	3.00	3.00	<	5.0
	1.3.2	Inspections % Completed Monthly					
	1.3.2.1	High Hazard Inspection	100.00	100.00	100.00	>	99.0
	1.3.2.2	Certificate of Occupancy	100.00	100.00	100.00	>	99.0
	1.3.2.3	New Construction/Remodel	100.00	100.00	100.00	>	99.0

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.4	FDC4 Ensure City response readiness to natural and man-made disasters (C1)					
	1.4.1	Response Readiness					
	1.4.1.1	Table Top Exercise 1 Evaluations	4.60	5.00	5.00	>	4.0
	1.4.1.2	Table Top Exercise 2 Evaluations	4.70	4.80	5.00	>	4.0
	1.4.1.3	Active Response Evaluation	5.00	5.00	0.00	>	4.5
	1.4.2	Public Education					
	1.4.2.1	Preparedness Public Education External Evaluations	5.00	5.00	5.00	>	4.5
	1.4.2.2	National Preparedness Month Internal Evaluations	5.00	5.00	5.00	>	4.5
	1.4.2.3	Vector Control Public Education Evaluation	5.00	5.00	5.00	>	4.5
	1.5	FDC5: Develop and provide high quality, targeted educational opportunities (C5&6)					
	1.5.1	Station Tour Evaluations					
	1.5.1.1	DPS HQ	5.00	5.00	5.00	>	4.5
	1.5.1.2	DPS West	0.00	0.00	0.00	>	4.5
	1.5.1.3	DPS North	0.00	0.00	0.00	>	4.5
	1.5.2	Class Evaluations					
	1.5.2.1	Pre/Post Test	0.00	0.00	0.00	>	25.0
	1.5.2.2	Extinguisher Class	0.00	0.00	0.00	>	4.5
	1.5.2.3	Citizen's Academy	5.00	0.00	0.00	>	4.5
	1.5.2.4	Fire Safety/First Aid	0.00	0.00	0.00	>	4.5
	1.5.3	Volunteer Program					
1.5.3.1	Volunteer Recruitment	5.00	5.00	5.00	>	4.0	

# DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.5.3.2	volunteer Retention	5.00	5.00	5.00	>	85.0
	1.5.6	Employee Engagement (C6)					
	1.5.4.1	Q12 Survey: Q10 - I have a best friend at work (C6)	3.77	3.77	3.40	>	4.5
	1.5.4.2	Q12 Survey: Q09 - My coworkers are committed to doing quality work (C6)	4.17	4.17	3.97	>	4.5
	2.1	FDB1: Ensure a professional fire department by adhering to accreditation standards (C1&B1)					
Manage the Business	2.1.1	Fire Response Times			98.29	>	99.0
	2.1.1.1	Turn Out Times			100.00	>	99.0
	2.1.1.1.1	TOT-Fire Only	51.00	48.00	49.00	<	80.0
	2.1.1.1.2	TOT-North - Fire Only	71.00	48.00	44.00	<	80.0
	2.1.1.1.3	TOT-West - Fire Only	54.00	60.00	52.00	<	80.0
	2.1.1.1.4	TOT-East - Fire Only	42.00	42.00	38.00	<	80.0
	2.1.1.2	Travel Times			100.00	>	99.0
	2.1.1.2.1	TT-Fire Only	341.00	318.00	280.00	<	390.0
	2.1.1.2.2	TT-North - Fire Only	320.00	320.00	473.00	<	390.0
	2.1.1.2.3	TT-West - Fire Only	267.00	241.00	280.00	<	390.0
	2.1.1.2.4	TT-East - Fire Only	369.00	300.00	252.00	<	390.0
	2.1.1.2.4	TT-East - Fire Only	354.00	311.00	305.00	<	390.0
	2.1.2	EMS Response Times			100.00	>	99.0
	2.1.2.1	Turn Out Times			100.00	>	99.0
	2.1.2.1.1	TOT-EMS Only	48.00	47.00	54.00	<	60.0
	2.1.2.1.2	TOT-North - EMS Only	50.00	44.00	51.00	<	60.0
	2.1.2.1.3	TOT-West - EMS Only	46.00	48.00	60.00	<	60.0
	2.1.2.1.4	TOT-East - EMS Only	44.00	42.00	49.00	<	60.0

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target	
Manage the Business	2.1.2.2	Travel Times			100.00	>	99.0	
	2.1.2.2.1	TT-EMS Only	305.00	304.00	307.00	<	390.0	
	2.1.2.2.2	TT-North - EMS Only	289.00	355.00	364.00	<	390.0	
	2.1.2.2.3	TT-West - EMS Only	292.00	299.00	226.00	<	390.0	
	2.1.2.2.4	TT-East - EMS Only	309.00	292.00	314.00	<	390.0	
	2.1.3	Dispatch Times			100.00	>	99.0	
	2.1.3.1	Dispatch Times	#N/A	#N/A	100.00	>	99.0	
	2.1.3.1.1	DT-Fire Only	49.00	44.00	41.00	<	60.0	
	2.1.3.1.2	DT-North - Fire Only	55.00	35.00	28.00	<	60.0	
	2.1.3.1.3	DT-West - Fire Only	34.00	63.00	41.00	<	60.0	
	2.1.3.1.4	DT-East - Fire Only	60.00	41.00	39.00	<	60.0	
	2.1.3.2	Dispatch Times			100.00	>	99.0	
	2.1.3.2.1	DT-EMS Only	42.00	39.00	40.00	<	60.0	
	2.1.3.2.2	DT-North - EMS Only	37.00	33.00	38.00	<	60.0	
	2.1.3.2.3	DT-West - EMS Only	44.00	33.00	35.00	<	60.0	
	2.1.3.2.4	DT-East - EMS Only	42.00	39.00	42.00	<	60.0	
	2.1.4	Employee Engagement (B1)				>	4.5	
	2.1.4.1	Q12 Survey: Q06 - There is someone at work who encourages my development (B1)	3.95	3.95	3.90	>	4.5	
	2.2	FDB2: Actively pursue service provision and cost avoidance using collaborative agreements (B2)						
	2.2.1	Cost savings associated with NEFDA partnership	5140000.00	514000.00	0.00	>	1.0	
	2.2.2	Cost savings associated with EMS supplies partnership	30673.00	34864.29	0.00	>	1.0	
	2.3	FDB3: Continually evaluate services for improvement (B5)						
	2.3.1	Achieve a high percentage of citizen satisfaction in fire services provided.	88.00	88.00	0.00	>	90.0	

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.3.2	Achieve a high percentage of citizen satisfaction in EMS services provided.	82.00	85.00	0.00	>	90.0
	2.3.3	Achieve a high percentage of citizen satisfaction in how the City is prepared for an emergency.	76.00	83.00	0.00	>	90.0
Provide Financial Stewardship	3.1	FDF1: Provide high value services through efficient management of resources (F1&4)					
	3.1.1	30 day Prompt Payment	0.00	0.00	0.00	<	2.0
	3.1.2	Operating expense budget-v-actual	98.50	0.00	0.00	>	98.0
	3.1.3	% compliant Pcard purchases	100.00	100.00	100.00	>	95.0
Promote Learning and Growth	4.1	FDL1: Provide leadership and professional development initiatives (L2)					
	4.1.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress. (L2)	3.95	3.95	3.88	>	4.5
	4.1.2	Leadership Training Ratio	2.00	15.22	0.00	>	10.0
	4.2	FDL2: Ensure adherence to State guidelines by maintaining professional licenses and certifications (L3)					
	4.2.1	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day. (L3)	4.08	4.08	3.80	>	4.5
	4.2.2	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow. (L3)	4.12	4.12	4.09	>	4.5
	4.3	FDL3: Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (L6)					
	4.3.1	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work? (L6)	4.00	4.00	3.88	>	4.5
	4.3.2	Q12 Survey: Q01 - I know what is expected of me at work (L6)	4.48	4.48	4.25	>	4.5
	4.3.3	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person (L6)	4.27	4.27	4.18	>	4.5
4.3.4	Q12 Survey City-wide Grand Mean (L6)	4.09	4.09	0.00	>	4.5	

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Promote Learning and Growth	4.3.5	<i>Supervisor attendance at monthly officer's meeting</i>	100.00	100.00	100.00	>	99.0
	4.4	FDL4 : Employee Engagement (L1, L4,L5)					
	4.4.1	<i>Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant ( L1)</i>	4.28	4.28	4.17	>	4.5
	4.4.2	<i>Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work (L4)</i>	3.69	3.69	3.45	>	4.5
	4.4.3	<i>Q12 Survey: Q07 - At work, my opinions seem to count. (L5)</i>	3.62	0.00	0.00	>	4.5

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Provide a multi-skilled EMS program that meets the needs of our citizens and community partners

Maintain and elevate a fire prevention and safety education program directed at high-risk populations

Expand the proficiency and effectiveness of fire personnel on emergency scenes

Implement Emergency Management Accreditation Program (EMAP) principles in the emergency management program

Increase fire response capabilities by utilizing technological advancements i.e. CAD, dashboards and RMS

Update/elevate the Emergency Operations Plan into Emergency Support Function

Improve Southlake's preparedness to mitigate emergencies with an all hazards approach

Expand public education programs and fire safety initiatives

Continue to promote National Preparedness initiatives to create a resilient community

### MANAGE THE BUSINESS

Evaluate and elevate scorecard measures to ensure efficient and effective emergency services delivery

Ensure that the programs offered by the Fire Department are meeting or exceeding customer expectations

Maintain and enhance our current accreditations through best practices and the use of technology

### PROVIDE FINANCIAL STEWARDSHIP

Ensure sustainable, cost effective, high quality service delivery

Develop and nurture partnerships to improve services and reduce costs

### PROMOTE LEARNING & GROWTH

Increase frontline leadership capacity of the Fire Department

Increase the training capabilities of the Fire Department through innovative strategies i.e. public safety training tower

Enhance Fire Department culture and foster employee engagement

## HUMAN RESOURCES DEPARTMENT

The Human Resources Department is committed to providing professional, engaging and strategic human resource and volunteer solutions that support the City's core values and strategic plans.



### DEPARTMENT HIGHLIGHTS

**3,500**

The City of Southlake's full-time employee voluntary turnover rate for FY 2021 is projected to be 10% and the City has received **over 3,500 applications** for employment in the last 12 months.

**\$250,000**

The value of volunteer service is **more than \$250,000**.

**53%**

The 2019 Employee Engagement survey revealed that **53% of the workforce is fully engaged**, 42% not engaged, and 5% are actively disengaged.

**8.5**

The average tenure for a full-time employee is over **8.5 years** and almost 2 years for part-time.

**10**

The Human Resources Department has **ten core services**.

**2%**

The Human Resources Department includes 6.75 FTEs, responsible for employee benefits, employee relations, position classification, recruitment, training, personnel records management, payroll and policy development and Volunteer Southlake. The staff comprises **2% of the City's workforce**.

**2.1%**

The Human Resources budget is **2.1% of total General Fund** expenditures.

**4.1%**

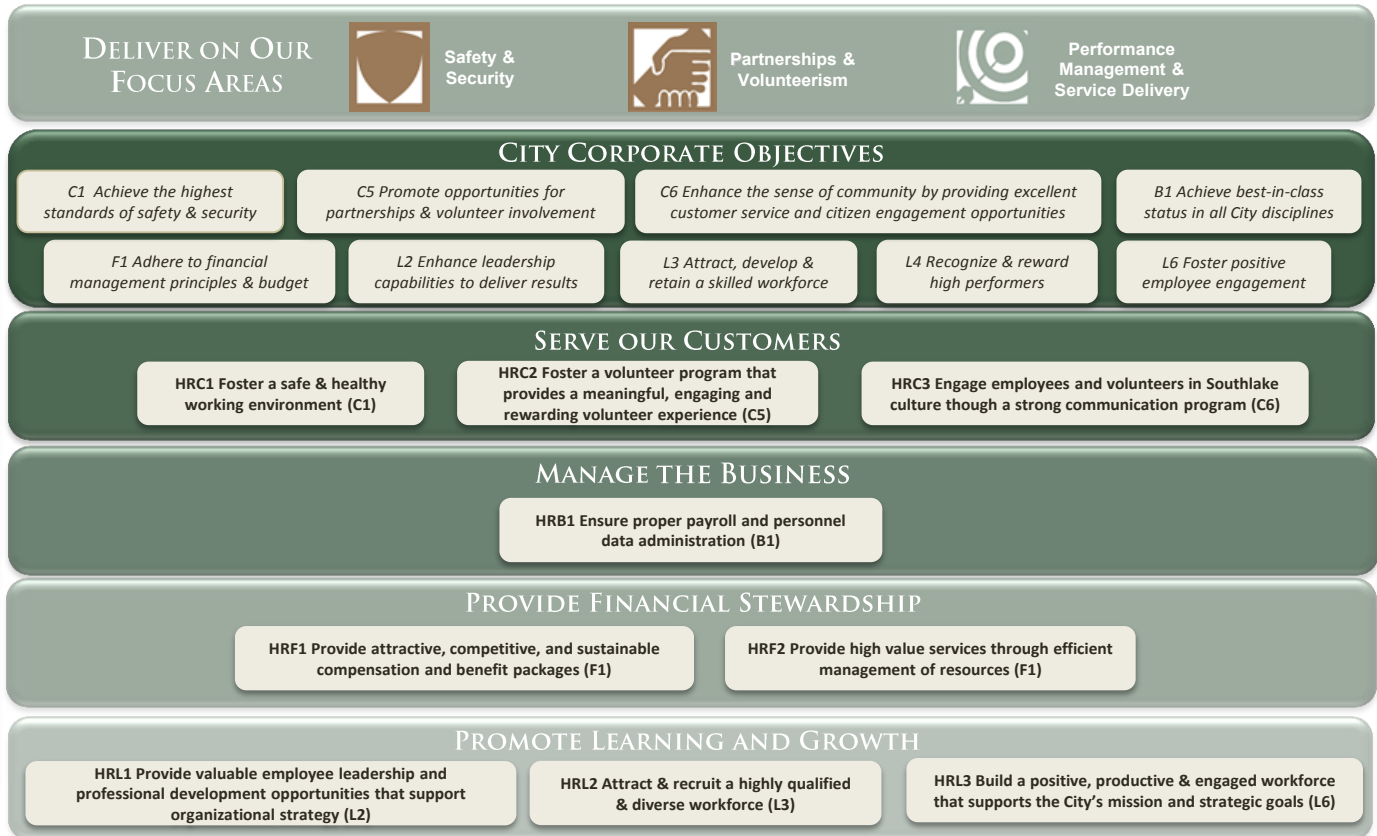
The Human Resources Department 2021 General Fund Budget is \$863,641 which is a **4.1% increase** over the FY 2021 adopted budget. This increase is largely due to personnel expenses.



# DEPARTMENT CORE SERVICES

## HUMAN RESOURCES STRATEGY MAP

Human Resources is committed to providing professional, engaging and strategic human resource and volunteer solutions that support the City's core values and strategic plans.



### City Critical Business Outcomes

CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

### Department Critical Business Outcomes

HRCBO1 – Develop a formalized succession planning program to prepare for the future.

HRCBO2 – Encourage employee engagement and promote the Southlake Way.

HRCBO3 – Enhance the volunteer experience through new, innovative and meaningful volunteer opportunities.

HRCBO4 – Engage in strategic foresight to anticipate, evaluate and address future challenges and opportunities that may impact the City and department.

HRCBO5 – Deliver a customer experience that is aligned with the Southlake Way and surpasses expectations.

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.1	Achieve the highest standards of safety & security (C1)					
	1.1.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.43	4.56	4.70	>	4.49
	1.1.2	Q12 Survey: Q10 - I have a best friend at work	3.56	4.29	4.00	>	4.49
	1.2	Foster a safe & healthy working environment (HRC1) (C1)					
	1.2.1	# of Workers' Compensation Injuries	14	17	14	<	15
	1.2.2	# of Lost Time Workers' Compensation Injuries	3	5	4	<	4
	1.2.4	Workers' Compensation Claims with Value	27	32	28	<	20
	1.2.3	Workers' Compensation Total Loss	\$222,295	\$220,325	\$1,451,212	<	\$225,000
	1.2.5	Workers' Compensation Loss Ratio	72.10%	91.50%	740.80%	<	60%
	1.2.6	# of City vehicle/equipment accidents	2	8	13	<	2
	1.2.7	# of speed alerts in City Vehicles	8	15	8	=	0
	1.2.8	# of hours of safety training provided to staff	1,375	972	1,064	>	500
	1.2.9	Absenteeism Rate (average hours of sick leave used per FT employee)	58.57	72.40	63.68	<	60
	1.3	Foster a volunteer program that provides a meaningful, engaging and rewarding volunteer experience. (HRC2) (C5)					
	1.3.1	# of volunteer hours (April 1 - March 30)	26,024	29,933	9,048	>	25,000
	1.3.2	# of active volunteers (April 1 - March 30)	2,242	3,051	424	>	1,500
	1.3.3	Volunteer Full-Time Equivalent Value	12.5	14.4	4.1	>	12
	1.3.4	\$ value of volunteer service	\$661,800	\$752,821	\$258,229	>	\$500,000
	1.3.5	# of Presidential Service Awards Awarded	40	41	15	>	50
	1.3.6	% of volunteers who received Presidential Award	1.8%	1.5%	3.5%	>	5%

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.3.7	<i>Volunteer Survey: % volunteers who rated experience good or excellent</i>	100%	95%	100%	>	95%
	1.3.8	<i>% citizen agreement that the city does an excellent or very good job promoting opportunities for partnerships and volunteer involvement.</i>	69%	65%	61%	>	90%
	1.4	Enhance sense of community by providing excellent customer service and citizen engagement opportunities (C6)					
	1.4.1	<i>% agreement that employee represented City in a positive manner</i>	88%	83%	84%	>	89%
	1.4.2	<i>% citizen agreement that employee was courteous / warm &amp; sincere</i>	90%	83%	83%	>	89%
	1.4.3	<i>% citizen agreement that employees returned calls within a reasonable amount of time</i>	78%	74%	69%	>	89%
	1.4.4	<i>% citizen agreement that employee showed pride and concern for the quality of work</i>	84%	76%	79%	>	89%
	1.4.5	<i>Q12 Survey: Q09 - My coworkers are committed to doing quality work</i>	4%	4.50	4.60	>	4.49
	1.5	Administer a strong employee communication program (C6)					
	1.5.1	<i>Monthly HR e-blast email open rate (full-time employees)</i>	65%	67%	70%	> or =	70%
	1.5.4	<i>Volunteer Southlake Opportunities Email Open Rate</i>	21%	40%	26%	> or =	20%
Manage the Business	2.1	Achieve best-in-class status in all City disciplines (B1)					
	2.1.1	<i>% department completed workplan initiatives that met or exceeded KAI</i>	94%	90%	100%	>	89%
	2.1.2	<i>% of planned workplan initiatives completed</i>	91%	90%	88%	>	89%
	2.1.3	<i>Q12 Survey: Q06 - There is someone at work who encourages my development</i>	4.39	4.56	4.50	>	4.49

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.2	Ensure proper payroll and personnel data administration (HRB1) (B1)					
	2.2.1	# of payroll related audit findings	0	0	0	=	0
	2.2.2	# of W2s and 1095s corrections issued	0	0	0	=	0
Provide Financial Stewardship	3.1	Provide attractive, competitive and sustainable compensation and benefit packages (HRF1) (F1)					
	3.1.1	Benefits as a % of Total Compensation	30.58%	30.70%	31.50%	<	38%
	3.1.2	TMRS Funded Ratio	88.7%	89.1%	90.1%	>	trending up
	3.1.3	TMRS Amortization	25.1	24.1	23.2	=	trending down
	3.1.4	Market Position the Pay Plan	60th	60th	60th	=	60th Percentile
	3.1.5	Medical Insurance Cost Ratio	97%	90%	97%	<	90%
	3.1.6	Annual Medical Insurance Increase	10.4%	8.0%	0.0%	<	10%
	3.2	Provide high value services through efficient management of resources (HRF2) (F1)					
	3.2.1	Operating expenditures, budget vs actual (Dept)	98%	97%	91%	>	97%
	Promote Learning and Growth	4.1	Ensure our people understand the strategy & how they contribute to it (L1)				
4.1.1		Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.56	4.69	4.70	>	4.49
4.2		Provide continuous employee development & leadership development (HRL2) (L2)					
4.2.1		Average Performance Evaluation Overall Score	4.14	4.24	4.26	>	4.00
4.2.2		Average Performance Evaluation Goal Score	4.20	4.30	4.28	>	4.00
4.2.3		Average Performance Evaluation Competency Score	4.12	4.22	4.20	>	4.00
4.2.4		Promotion Rate	21%	37%	18%	>	19.0%
4.2.5	# of training hours provided to employees - Civilian	4,316	6,268	4,382	>	3,999	
4.2.7	Average # of training hours per FTE - Civilian	16.3	17.5	15.6	>	32	

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Promote Learning and Growth	4.2.9	Employee Development training program evaluation overall satisfaction score	100%	97%	97%	>	90.0%
	4.2.10	% of employees who attend annual compliance training classes	100%	99%	100%	>	99.0%
	4.2.11	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	4.25	4.40	4.10	>	4.49
	4.3	Attract & recruit a highly qualified and diverse workforce (HRL3) (L3)					
	4.3.1	Full-time Voluntary turnover rate - Citywide	11.6%	10.8%	13.2%	<	8.0%
		Part-time Voluntary turnover rate - Citywide	31.0%	69.0%	63.2%	<	30.0%
	4.3.2	Voluntary turnover rate - Department	0.0%	33.0%	0.0%	<	15.0%
	4.3.3	Average # of applications per external opening	35	21	30	>	75
	4.3.4	Average # of days to fill full-time vacancies	114	238	66	<	61
	4.3.5	Average # of days to fill Public Safety full-time vacancies	170	-	45	<	121
	4.3.6	Average # of days to fill civilian full-time vacancies	83	238	80	<	61
	4.3.7	Total females as a % of headcount	37%	36%	38%	>	29.0%
	4.3.8	Diversity percentage	31%	31%	32%	>	24.0%
	4.3.9	Diversity hire ratio	38%	27%	28%	>	25.0%
	4.3.10	Average full-time employee tenure	8.65	8.83	8.85	>	8
	4.3.11	Average part-time employee tenure	1.82	1.99	1.73	>	1
	4.3.12	Average employee age	37.7	38.0	36.3	n/a	n/a
	4.3.13	Retirement rate	0.6%	0.6%	0.1%	<	5.0%
	4.3.14	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	4.32	4.19	4.50	>	4.49
4.3.15	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	4.64	4.25	4.40	>	4.49	

## DEPARTMENT SCORECARD

Perspective	Ref.	Serve our Customers	Previous Period	Previous Period	Current	Measurement	Target
Promote Learning and Growth	4.4	Recognize & reward high performers (L4)					
	4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	4.19	4.13	4.80	>	4.49
	4.4.2	# of GROW Awards Awarded	36	68	46	>	36
	4.4.3	Average % Pay for Performance Increase	1.25%	1.14%	0.00%	>	0
	4.5	Empower informed decision-making at all levels in the organization (L5)					
	4.5.1	Q12 Survey: Q07 - At work, my opinions seem to count.	4.25	4.25	4.60	>	4.49
	4.6	Build a positive, productive & engaged workforce that supports the City's mission and strategic goals (HRL4) (L6)					
	4.6.1	Annual Employee Assistance Program Utilization	5.0%	2.7%	7.9%	>	2.5%
	4.6.2	# of Ethics Hotline (Silent Whistle Alert-line) Reports	0	0	2	<	2
	4.6.3	Alight Healthcare Advocacy Program Utilization	5.2%	6.6%	5.7%	>	4%
	4.6.5	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.54	4.56	4.50	>	4.49
	4.6.6	Q12 Survey: Q01 - I know what is expected of me at work	4.54	4.50	4.90	>	4.49
	4.6.7	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.54	4.50	4.80	>	4.49
	4.6.7	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.56	4.54	4.50	> or =	4.50

## DID YOU KNOW?

Eight City of Southlake volunteers earned the President's Volunteer Service Award in 2021 in recognition of their service to the City of Southlake.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Provide a strategically aligned, best-in-class volunteer program that provides a meaningful, engaging and rewarding volunteer experience for volunteers who serve the City.

Enhance the volunteer experience by optimizing the use of technology.

Provide engaging employee communication through an internal employee communication program.

Promote, encourage, and monitor employee safety through the Employee Safety Committee.

Partner with the health insurance carrier to enhance employee wellness initiatives to promote a healthy workplace and to reduce employee medical claims.

### MANAGE THE BUSINESS

Improve the efficiency of payroll administration by optimizing the use of technology.

Increase the efficiency of personnel file maintenance using automated workflow processes.

Increase the efficiency of new hire onboarding using technology to automate the process.

### PROVIDE FINANCIAL STEWARDSHIP

Provide an attractive, competitive, and financially sustainable compensation and classification system.

Provide a sustainable, cost-effective, and competitive total benefits package for employees.

### PROMOTE LEARNING & GROWTH

Implement elements of the Organizational Learning and Development Strategic Operations Plan.

Protect and sustain a values-driven culture.

Provide a positive employee experience through all stages of the employee lifecycle: recruitment, onboarding, development, retention, and exit.

Foster employee engagement efforts to have a fully engaged workforce that exerts discretionary effort to move the organization towards its defined mission and goals.

## LIBRARY SERVICES

The Southlake Public Library promotes education and lifelong learning with in-demand materials, services and programs.



### DEPARTMENT HIGHLIGHTS

**43,000**

The Library has approximately **43,000 items** that circulate over 400,000 times annually. The Library partners with 33 Texas libraries to expand access to over 150,000 items in the shared digital library.

**400,000**

The Southlake Public Library circulates close to **400,000 items annually**.

**7.6%**

The Library FY 2022 General Fund Budget is \$905,449 which is a **7.6% increase** over the FY 2021 adopted budget. This is primarily due to increases the library materials budget and personnel costs.

**30,000**

The Library offers over 400 programs annually with combined **attendance of more than 30,000**.

**16**

The Library has **sixteen core services**.

**2%**

The Library includes 10.5 FTEs, responsible for operating the Southlake Public Library and offering programs and services for Library visitors. The staff comprises **2% of the City's workforce**.

**130,000**

The Library has approximately 13,000 active registered cardholders, and welcomes **more than 130,000 visitors each year**.

**2.1%**

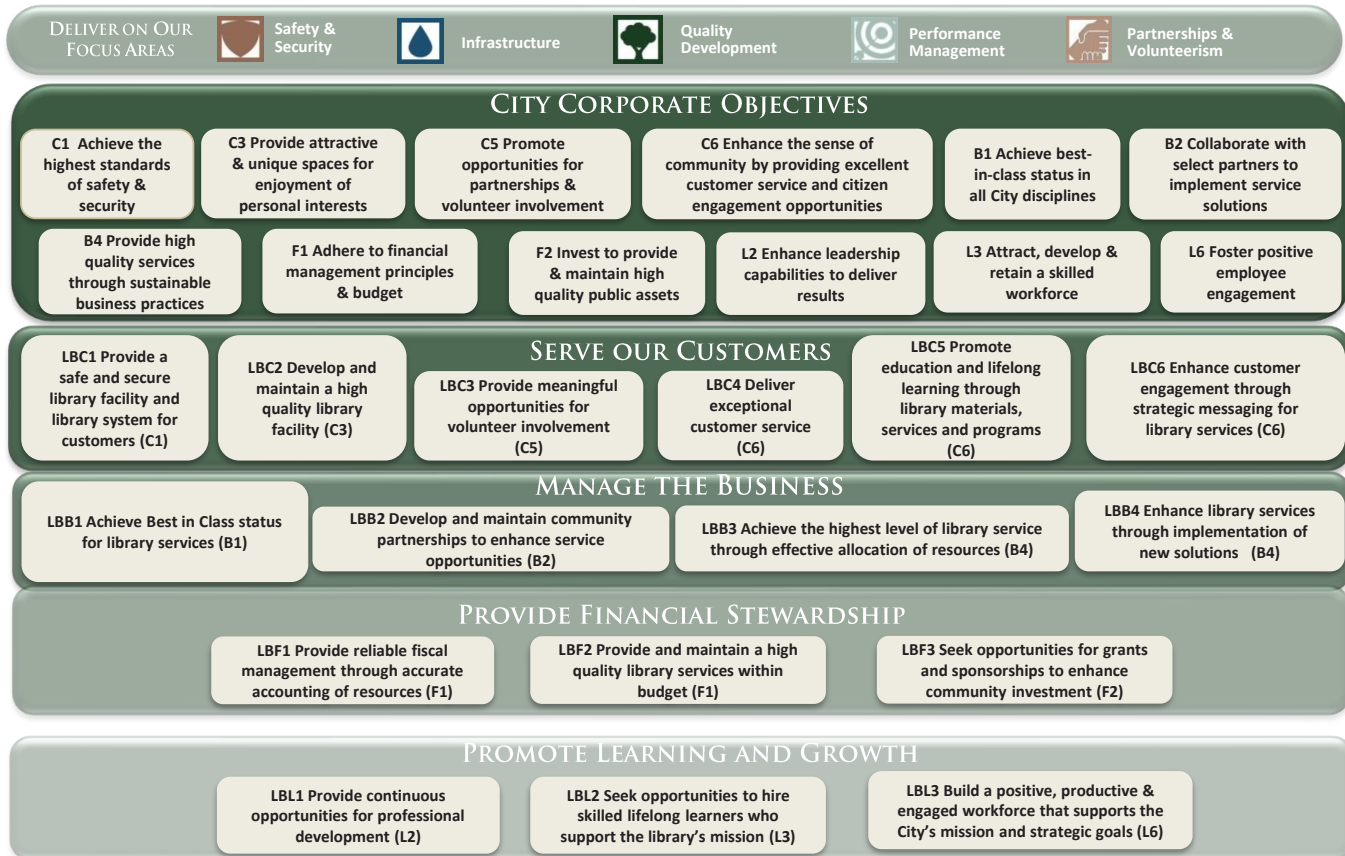
The Library budget is **2.1% of total General Fund expenditures**.



# DEPARTMENT CORE SERVICES

## SOUTHLAKE PUBLIC LIBRARY STRATEGY MAP

The Public Library pledges to provide our community with access to the highest quality and most relevant reading materials, information resources and programs to support the on-going education, success and enjoyment of all citizens.



### City Critical Business Outcomes

CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.

CBO3 – Engage in thoughtful planning to ensure continued high quality development that is integrated well into the current built environment.

CBO5 – Improve quality of life through progressive implementation of Southlake's Comprehensive Plan recommendations.

### Department Critical Business Outcomes

LBCBO1 – Invest City resources into relevant and quality materials and services to offer maximum support to the community. (CB01)

LBCBO2 – Develop and maintain a high quality Library facility for the benefit and use of the community. (CB03)

LBCBO3 – Improve quality of library services through progressive implementation of Southlake's Comprehensive Plan recommendations. (CB01)

## DEPARTMENT SCORECARD

Perspective	Ref.	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.0	Achieve the highest standards of safety & security (LBC1) (C1)					
	1.1.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.49	4.52	4.00	> or =	4.50
	1.1.2	Q12 Survey: Q10 - I have a best friend at work	3.25	3.04	3.91	> or =	4.50
	1.2	Ensure safe and secure library facility and system for customers (LBC1) (C1)					
	1.2.1	% of Library Staff completing Health and Safety Training Annually	100%	100%	100%	=	100%
	1.2.2	% of Library staff maintaining current certification for CPR/First Aid/AED	100%	85%	83%	=	100%
	1.2.3	% of Library staff completing customer information security training annually	100%	100%	100%	=	100%
	1.3	Develop and maintain outstanding library facility and public space (LBC2) (C3) (CBO1) (LBCBO1)					
	1.3.1	% of physical Library materials replaced	11%	10%	10%	> or =	11%
	1.3.2	% of children's materials replaced	13%	11%	10%	> or =	13%
	1.3.3	% of teen materials replaced	17%	8%	11%	> or =	10%
	1.3.4	% of adult materials replaced	12%	15%	10%	> or =	12%
	1.3.5	% of DVDs replaced	8%	10%	8%	> or =	10%
	1.3.6	# of digital titles added to the Cloud Library	14%	18%	20%	> or =	5%
	1.4	Provide meaningful opportunities for volunteer involvement (LBC3) (C5)					
	1.4.1	# of volunteer hours for Library programs and events	3,906	4,288	2,603	> or =	4,000
	1.5	Deliver exceptional customer service (LBC4) (C6)					
	1.5.1	% agreement that employee represented City in a positive manner	94%	92%	97%	>	90%
	1.5.2	% citizen agreement that employee was courteous	94%	90%	96%	>	90%
	1.5.3	% citizen agreement that employees returned calls within a reasonable amount of time	87%	27%	85%	>	90%

## DEPARTMENT SCORECARD

Perspective	Ref.	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve Our Customers	1.5.4	% citizen agreement that employee showed pride and concern for the quality of work	94%	85%	97%	>	90%
	1.5.5	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4.19	4.04	4.00	> or =	4.50
	1.5.6	% of Year-Round Library staff participating in a minimum of one customer service workshop per year	100%	100%	100%	=	100%
	<b>1.6</b>	<b>Promote education and lifelong learning through Library materials, services and programs (LBC5) (C6)</b>					
	1.6.1	# Annual Program Attendance	34,180	36,007	10,628	> or =	11,091
	1.6.2	# of Library items circulated (print and digital library, no databases)	399,287	422,326	375,081	> or =	135,103
	1.6.4	# of visitors to Library (onsite visitors)	147,685	135,906	76,125	> or =	107,353
	1.6.5	# of visits to Library Digital Resources (digital visitors)	56,662	32,281	52,591	> or =	20,000
	<b>1.7</b>	<b>Enhance customer engagement through strategic messaging for library services (LBC6) (C6)</b>					
	1.7.1	# of Library programs offered all ages	449	467	176	> or =	436
	1.7.2	# of Library MySouthlakeNews articles	2	2	3	> or =	4
	1.7.3	# of Library Social Media Posts	65	156	131	> or =	15
	1.7.4	Open rate for weekly Library targeted emails	30%	28%	25%	> or =	20%
	Manage the Business	<b>2.1</b>	<b>Achieve Best in Class status for library services (LBB1) (B1)</b>				
2.1.1		Q12 Survey: Q06 - There is someone at work who encourages my development	4.01	3.93	4.83	> or =	4.50
2.1.2		# employees attending advanced industry training	25%	54%	100%	> or =	25%
2.1.3		% of all Library workplan initiatives that met or exceeded KAI	100%	87%	100%	> or =	85%
<b>2.2</b>		<b>Develop and maintain community partnerships to enhance service opportunities (LBB2) (B2)</b>					
2.2.1		# of joint programs with local partners	10	14	5	> or =	5

## DEPARTMENT SCORECARD

Perspective	Ref.	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.3	Achieve the highest level of library service through effective allocation of resources (LBB3) (B4)					
	2.3.1	# of new items added to the physical Library Collection	5,850	4,223	4,788	=	4,500
	2.3.2	Collection Turnover Rate	7.60	8.82	7.30	> or =	3.00
	2.3.3	% of program cost avoidance through grants, sponsorships and donations	43%	47%	15%	=	25%
	2.4	Enhance library services through implementation of new solutions (LBB4) (B4)					
Provide Financial Stewardship	3.1	Provide high value services through accurate accounting of resources (LBF1) (F1)					
	3.1.1	Average cost per attendee for library programs (excluding outside funding)	\$1.23	\$1.09	\$1.87	< or =	\$1.55
	3.1.4	Circulations per staff member	39,903	40,222	31,257	> or =	15,513
	3.1.5	% Invoices paid within 30 days in accordance with Prompt Payment Act	90%	100%	100%	>	95%
	3.1.6	% Compliant p-card purchases	100%	100%	100%	>	95%
	3.2	Provide and maintain a high quality library facility within budget (LBF2) (F1)					
	3.2.1	Operating expenditures, budget vs actual	97%	98%	99%	>	97%
	3.3	Seek opportunities for grants and sponsorships to enhance community investment (LBF3) (F2)					
	3.3.1	Total for sponsorships and donations	\$9,178	\$8,309	\$2,984	=	\$8,000
	3.3.2	# of grant applications submitted	6	6	6	> or =	3
Promote Learning & Growth	4.1	Ensure our people understand the strategy & how they contribute to it (L1)					
	4.1.1	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	3.97	3.89	4.25	> or =	4.50
	4.2	Provide continuous opportunities for professional development (LBL1) (L2)					
	4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress	3.50	3.36	4.45	> or =	4.50
4.2.2	Average # of training hours per FT employee - Department	18	8	24	> or =	12.00	

## DEPARTMENT SCORECARD

Perspec- tive	Ref.	Measure	Previous Period	Previous Period	Current	Measure- ment	Target	
Promote Learning & Growth	4.2.2	Average # of training hours per PT employee - Department	10	6	9	> or =	6.00	
	4.2.3	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day	4.21	4.25	4.00	> or =	4.50	
	4.2.4	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow	4.01	4.04	4.42	> or =	4.50	
	4.2.5	Department full-time voluntary turnover rate	0%	0%	0%	<	8%	
	4.2.6	% of Part Time employees attending advanced staff training	No previous data	100%	100%	=	100%	
	4.3	<b>Hire a skilled workforce of lifelong learners who support the Library's mission (LBL2) (L3)</b>						
	4.3.1	# Earned continuing education credits for librarians	49	53	48	=	48	
	4.4	<b>Recognize &amp; reward high performers (L4)</b>						
	4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	3.59	3.38	3.91	> or =	4.50	
	4.4.2	# of staff recognition activities for Part Time employees	4	2	4	> or =	2	
	4.4.3	# of staff recognition activities for Full Time employees	4	2	4	> or =	2	
	4.4.5	Recognize high performers	4	4	13	> or =	4	
	4.5	<b>Empower informed decision-making at all levels in the organization (L5)</b>						
	4.5.1	Q12 Survey: Q07 - At work, my opinions seem to count	3.71	3.79	4.08	> or =	4.50	
	4.6	<b>Build a positive, productive &amp; engaged workforce that supports the City's mission and strategic goals (LBL4) (L6)</b>						
	4.6.1	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.14	4.01	4.08	> or =	4.50	

## DEPARTMENT SCORECARD

Perspec- tive	Ref.	Measure	Previous Period	Previous Period	Current	Measure- ment	Target
Promote Learning & Growth	4.6.2	Q12 Survey: Q01 - I know what is expected of me at work	4.37	4.58	4.58	> or =	4.50
	4.6.3	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.01	4.18	4.42	> or =	4.50
	4.6.4	Full Staff Meetings	0	0	1	> or =	1

## DID YOU KNOW?

Curbside service and live, online tutoring were added to Southlake Library services in 2020.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Promote new Library programs and services for all ages

Develop an exciting and engaging library collection for the community

Enhance the Library facility with new furniture and carpeting

Enhance digital services to offer more live plus streaming options for families

Implement neighborhood connection initiatives with special services and programs

Develop customer experience initiatives

### MANAGE THE BUSINESS

Develop active support initiatives to further develop community partnerships

Promote the volunteer program to attract more adult and teen volunteers

Effectively communicate Library services and activities to the community and the City organization

Support City-wide initiatives through matrix-teams and collaboration

Seek Best-in-Class Designation

### PROVIDE FINANCIAL STEWARDSHIP

Seek grant opportunities to implement new programs and services in the Library

Effectively allocate resources to maximize positive impact to the community

Request sponsorships and donations to support Library programming

### PROMOTE LEARNING & GROWTH

Provide relevant and career developing training opportunities for all staff

Provide new leadership opportunities for high performers

## PLANNING & DEVELOPMENT SERVICES DEPARTMENT

The Planning and Development Services (PDS) Department will promote rational, economical, and environmentally efficient use of land that allows Southlake to grow and develop in a manner that preserves the quality of life, ensures protection of the natural environment, promotes economic prosperity, and maintains the health and safety of the community.



### DEPARTMENT HIGHLIGHTS

6

This department works directly with six City Council-appointed Boards, including the Planning and Zoning Commission, Zoning Board of Adjustment, Sign Board, Building Board of Adjustment, Park Board (2035 Plan) and the Corridor Committee.

99%

On average, daily scheduled building inspections are completed **99% of the time**.

100%

On average, daily code enforcement complaints investigated are **completed 100% of the time**

7,414

Building Inspectors performed about **7,414 inspections** in the first three quarters of FY 2021.

12

The Planning & Development Services Department has **twelve core services**.

5%

The Planning and Development Services Department includes 22.5 FTEs in four divisions: Planning, Building Inspections, Code Enforcement and Geographic Information Systems. The staff comprises **5% of the City's workforce**.

0.7%

The Planning & Development Services Department 2022 General Fund Budget is \$2,346,416, which is a **0.7% increase** over the FY 2021 adopted budget.

5.4%

The PDS Department budget is **5.4% of total General Fund** expenditures.



# DEPARTMENT CORE SERVICES

## PDS STRATEGY MAP (PLANNING)

The PDS Department will promote rational, economical, and environmentally efficient use of land that allows Southlake to grow and develop in a manner that preserves the quality of life, ensures protection of the natural environment, promotes economic prosperity, and maintains the health and safety of the community.

CITY FOCUS AREAS:



### CITY CORPORATE OBJECTIVES

- C1 Achieve the highest standards of safety & security
- C3 Provide attractive & unique spaces for enjoyment of personal interests
- C6 Enhance sense of community by providing excellent customer service and citizen engagement opportunities
- B4 Provide high quality services through sustainable business practices
- C5 Promote opportunities for partnerships & volunteer involvement
- B6 Optimize use of technology
- F1 Adhere to financial management principles & budget
- F4 Establish and maintain effective internal controls
- L1 Ensure our people understand the strategy and how they contribute to it
- L6 Foster positive employee engagement

### SERVE OUR CUSTOMERS

- PDSC1 Provide guidance and resources for the orderly and cost efficient development of the City that is attractive, safe and consistent with the comprehensive plan (C1)
- PDSC2 Develop, manage and communicate planning efforts to support the City's vision and address the Citizen Survey results (C3)
- PDSC3 Promote public awareness/understanding of and participation in the planning process (C6)

### MANAGE THE BUSINESS

- PDSB1 Manage, oversee and communicate/educate the public on entitlement, permitting and inspection process (B4)
- PDSB2 Provide data and geographical information that is accurate, informative, easily communicated and obtainable (B6)
- PDSB3 Utilize volunteers in a manner that assists in the management of the business but provides an educational or learning benefit to the participant (B4/C5)
- PDSB4 Engage in strategic foresight to anticipate, evaluate and address future challenges and opportunities that my impact the City and department (B4)

### PROVIDE FINANCIAL STEWARDSHIP

- PDSF1 Provide high value services through the efficient management of resources (F1)
- PDSF2 Comply with adopted financial controls and ensure fiscal accountability at all levels (F4)

### PROMOTE LEARNING & GROWTH

- PDSL1 Provide a solutions oriented, well-trained, customer oriented and certified workforce (L3)
- PDSL2 Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (L6)
- PDSL3 Create a formalized training and mentoring program to ensure smooth succession planning (L6)

### City Critical Business Outcomes

- CBO2 – Enhance mobility through aggressive traffic management initiatives and capital project implementation.
- CBO3 – Engage in thoughtful planning to ensure continued high quality development that is integrated well into the current built environment.
- CBO5 – Improve quality of life through progressive implementation of Southlake's Comprehensive Plan recommendations.

### Department Critical Business Outcomes

- PDSCBO1 – Develop & adopt 2035 plan elements & implement recommendations from the 2030 and 2035 plan elements (CBO5)
- PDSCBO2 – Implement efficiency improvements identified in the 2015 LEAN Process Improvement exercise (CB03)
- PDSCBO3 – Effectively communicate development related information (capital projects, agendas, processes and projects) (CBO2 & 3)

# DEPARTMENT CORE SERVICES

## PDS - BUILDING INSPECTIONS AND CODE ENFORCEMENT

The PDS Department will promote rational, economical, and environmentally efficient use of land that allows Southlake to grow and develop in a manner that preserves the quality of life, ensures protection of the natural environment, promotes economic prosperity, and maintains the health and safety of the community.

DELIVER ON OUR  
FOCUS AREAS



Safety & Security



Mobility



Infrastructure



Quality Development



Partnerships & Volunteerism



Performance Management

### CITY CORPORATE OBJECTIVES

C1 Achieve the highest standards of safety & security

C4 Attract & keep top tier businesses to drive a dynamic & sustainable economic environment

C5 Promote opportunities for partnerships & volunteer involvement

C6 Enhance sense of community by providing excellent customer service and citizen engagement opportunities

B4 Provide high quality services through sustainable business practices

B1 Achieve best-in-class status in all City disciplines

B6 Optimize use of technology

F1 Adhere to financial management principles & budget

F4 Establish and maintain effective internal controls

L3 Attract, develop & retain a skilled workforce

L6 Foster positive employee engagement

### SERVE OUR CUSTOMERS

PDS(BI)C1 Provide guidance, education and resources for the submittal and release of permits related to the construction process (C1)

PDS(BI)C2 Ensure construction occurs in a safe and secure manner by adhering to ISO standards "best in class" in inspections and issuance of Certificate of Occupancies. (C4)

PDS(BI)C4 Promote public awareness /understanding of public health and safety through Code Enforcement and Building Inspection (C6)

### MANAGE THE BUSINESS

PDS(BI)B2 Manage and oversee the permitting and inspection process (B4)

PDS(BI)B3 Provide accurate data and reporting that is available to the public online through the city website and Southlake on Demand (Accela Land Management Software) (B6)

PDS(BI)B3 Utilize volunteers in a manner that assists in the management of the business but provides an educational or learning benefit to the participant(B4/C5)

### PROVIDE FINANCIAL STEWARDSHIP

PDS(BI)F1 Provide high value services through efficient management of resources (F1)

PDS(BI)F2 Comply with adopted financial controls and ensure fiscal accountability at all levels (F4)

### PROMOTE LEARNING & GROWTH

PDS(BI)L1 Provide a solutions oriented, well-trained and certified workforce (L3)

PDS(BI)L2 Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (L6)

PDS(BI)L3 Create a formalized training and mentoring program to ensure smooth succession planning (L6)

### City Critical Business Outcomes

CBO5 – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.

CBO3 – Engage in thoughtful planning to ensure continued high quality development that is integrated well into the current built environment.

CBO6 – Invest to maintain strong public safety.

### Department Critical Business Outcomes

PDSCBO1 –Understand and enforce current code standards in conjunction with the International Code Council and the North Central Texas Council of Government Regional Codes Coordinating Committee. (CBO3 & 6)

PDSCBO2 –PDSCBO2- Implement efficiency improvements identified in the 2015 LEAN Process Improvement event and the Insurance Service Office (ISO) audit (CBO3 & 5)

PDSCBO3 – Effectively communicate building and code information as it relates to process efficiency and safety and security.

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.1	Achieve the highest standards of safety & security (C1)					
	1.1.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	4.16	4.26	4.61	>	4.5
	1.1.2	Speed Alerts - Number of Speed Alerts per quarter	1	1	2	<	2
	1.1.3	On the job accidents	0	0	1	<	0
	1.1.4	ISO Building Code Effectiveness Grade	3	3	3	<	4
	1.1.5	Safety Committee workplace audit findings per office location	0	0	0	<	3
	1.1.6	% Staff Compliance with Phishing Scheme Testing	N/A	90	100	>	99
	1.2	Provide guidance for the orderly and cost efficient development of the City that is attractive, safe and consistent with the comprehensive plan (PDSC1) (C1)					
	1.2.1	% of cases presented at the Corridor Committee that did not submit the City for approval	50	65	23	>	50
	1.2.2	Cases tabled at PZ	5	13	4	<	10
	1.2.3	Cases tabled at City Council	18	14	12	<	15
	1.2.4	Number of views on the ordinance web page	1,973	2,369	1,158	>	1700
	1.2.5	Number of views on the application web page	1,367	1,524	910	>	900
	1.3	Manage comprehensive planning to ensure development in accordance with the City's Vision (PDSC2) (C3)					
	1.3.1	% of residents very or somewhat satisfied with the City's efforts at managing growth and development	43	61	70	>	70

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target	
Serve our Customers	1.3.2	% PDS Ordinances implemented in the FY per the Ordinance Priority Schedule	86	80	100	>	80	
	1.3.3	% 2030/2035 Recommendations for PDS marked "complete" of those placed on the PDS workplan for the Fiscal Year	88	100	100	=	100	
	1.3.4	Number of Comprehensive Land Use Plan Amendments approved by CC	0	4	0	<	5	
	1.4	Enhance sense of community by providing excellent customer service and citizen engagement opportunities (C6)						
	1.4.1	% agreement that employee represented City in a positive manner	88	88	83	>	90	
	1.4.2	% citizen agreement that employee was courteous	92	91	83	>	90	
	1.4.3	% citizen agreement that employees returned calls within a reasonable amount of time	78	78	74	>	90	
	1.4.4	% of residents very satisfied or somewhat satisfied with Code Enforcement Services	69	70	65	>	90	
	1.4.5	% citizen agreement that employee showed pride and concern for the quality of work	86	83	76	>	90	
	1.4.6	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4.29	4.70	4.83	>	4.50	
		From the Planning & Development Services Customer Service Satisfaction Survey - % of respondents who strongly agree or somewhat agree with the questions below.						
	1.4.7	% I was helped in an effective and timely manner	100	100	100	>	90	
	1.4.8	% I found the staff knowledgeable, helpful, and courteous	100	100	100	>	90	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.4.9	% Planning staff represented the City in a positive manner	100	100	100	>	90
	1.4.10	% of response rate achieved (2 business days) to building/development questions forms received	96	95	96	>	95
	1.5	Promote public awareness/understanding of and participation in the planning process (PDSC3) (C6)					
	1.5.1	Number of Development Activity News Blog Unique pageviews	199	205	508	>	200
	1.5.2	Number of Story Map Views City Council	289	477	406	>	400
	1.5.3	Number of Story Map Views PZ Commission	394	388	604	>	400
	1.5.4	% increase of the number of subscribers to the DAN blog	-2	5	1	>	2
	1.5.5	Number of Departmental Videos	2	0	0	=	1
Manage the Business	2.1	Achieve best-in-class status in all City disciplines (B1)					
	2.1.1	% department work plan initiatives that met or exceeded KAI	100	94	100	≥	90
	2.1.2	Q12 Survey: Q06 - There is someone at work who encourages my development	4.00	4.00	4.00	≥	4.50
	2.1.3	Obtain awards/acknowledgement from Professional Organizations	2	2	1	>	2
	2.1.4	% staff pass rate regarding certification testing	N/A	60	50	>	75
	2.2	Collaborate with select partners to implement services solutions (B2)					
	2.2.1	Value of partnerships (Cost avoidance / Cost savings) - Cost savings through the use of volunteers in PDS	26,071	113	0	≥	2,000

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.3	Manage and oversee and communicate/educate the public on the entitlement, permitting and inspection process (PDSB1) (B4)					
	2.3.1	% of code enforcement complaints investigated within 3 business days	100	100	100	>	80
	2.3.2	% completion of daily scheduled building inspections	100	100	99	>	90
	2.3.3	% of residential permit reviews completed within 10 business days	100	100	100	>	90
	2.3.4	% of commercial permit reviews completed within 10 business days	100	100	100	>	80
	2.3.5	% commercial permits for larger case reviews completed within 15 days	100	100	100	>	80
	2.3.6	% of sign permit applications completed within 5 business days		100	95	>	80
	2.3.7	% of DRC comments completed and returned to applicant within 12 business days (Planning / Landscape)	100	100	100	>	90
	2.3.8	% of updated text amendments to development-related ordinances sent to CSO for publication to Municode in 30 days	100	100	100	≥	80
	2.3.9	% completion of daily scheduled landscape inspections	100	100	100	≥	90
	2.3.10	% completion of daily scheduled sign inspections	100	100	99	≥	90
	2.3.11	% of planning inspections (building finals) complete within 3 business days	100	90	87	≥	90
	2.3.12	% of development case ordinances/resolutions completed and provided to the CSO in 30 days.	100	96	100	≥	80

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.4	Provide accurate data and geographical information (PDSB2) (B6)					
	2.4.1	Planning applications processed (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	74	50	66	≥	70
	2.4.2	Sign permits issued (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	129	129	127	≥	147
	2.4.3	Number of illegally placed signs collected by Code Enforcement (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	120	70	107	≥	250
	2.4.4	Planning fees collected (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	24,534	18,672	21,311	>	22,000
	2.4.5	New residential permits issued (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	38	41	18	≥	60
	2.4.6	New commercial permits issued (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	12	8	5	≥	6
	2.4.7	New commercial square footage permitted (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	93,156	156,118	112,429	≥	90,000
	2.4.8	Revenue from Building Permits (Building Permits include: New Residential Construction, Residential Remodel / Addition, Accessory Building, Pool, New Commercial Construction, Commercial Remodel / Addition, Reoccupancy, Sign, MEP, Reroof, Clean & Show, Tent, Tree, Earth Disturbance, Fence, POD, Concrete, Irrigation, Demolition, Misc.) (Reporting Q1 + Q2 FY21)	835,004	941,375	675,181	≥	1,000,000
	2.4.9	Number of Public Notices sent to the Fort Worth Star Telegram for Planning related cases (report at the end of Q2 and the end of Q4) (Reporting Q1 + Q2 FY21)	16	14	13	≥	20
	2.4.11	Number of of ZBA cases processed	16	11	21	>	15

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.4.12	Number of building inspections performed	2,435	2,254	2,720	>	3,000
	2.4.18	Publish quarterly updates to the Development Activity Report (Post quarterly report to website no later than 15 days after start of new quarter)	1	1	1	=	1
	2.5	Manage and oversee the entitlement, permitting and inspection process (PDSB1) (B4) - Leading Indicators					
	2.5.1	Commercial Construction Index Score (National) - Degree of the health of the contractor segment of the US building industry. Components of the index include backlog; new business opportunity; and expected revenue.	59	62	65	>	50
		Commercial construction - % of contractors who report moderate to high levels of confidence in the ability of the market to sufficient new business opportunities	85%	86%	89%	>	80%
	2.5.2	Commercial Construction (National) - Access to Financing (% believing it become easier)	6%	6%	10%	>	8%
	2.5.3	Commercial Construction (National) - Percentage of contractors expecting an increase in Revenue over the next 12 months	25%	36%	39%	>	20%
	2.5.4	Commercial Construction (National) - Will Spend more on Tools and Equipment	36%	37%	44%	>	40%
	2.5.6	Residential (Southlake) - Average Days on the Market - annual data	48		55	<	60
	2.5.7	Percent Increase in Median Home Sale Price (Southlake) - annual data	-2%		6%	>	2%
		Percent of Original Home Asking Price Received (Southlake) - annual data	97%			>	95%
	2.5.8	Number of Home Sales - annual data	146		590	>	75



## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Provide Financial Stewardship	3.1	Provide high value services through efficient management of resources (PDSF2) (F1)					
	3.1.1	Review at a minimum one process annually to either improve efficiency or reduce costs (LEAN event)	100	100	100	=	100
	3.1.2	% Operating expenditures, budget vs. actual (PDS)	97	94	93	>	97
	3.1.3	% invoices paid within 30 days in accordance with Prompt Payment Act (Crystal report unavailable)	100	100	100	>	94
	3.1.4	% Compliant Pcard purchases	100	100	100	≥	95
	3.2	Comply with adopted financial controls and ensure fiscal accountability at all levels (PDSF2) (F4)					
	3.2.1	No PO count	0	0	0	<	0
Promote Learning & Growth	4.1	Ensure our people understand the strategy & how they contribute to it (L1)					
	4.1.1	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	4.04	4.10	4.44	≥	4.50
	4.2	Enhance leadership capabilities to deliver results (L2)					
	4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	3.46	3.50	3.82	≥	4.50
	4.3	Provide a solutions oriented, well-trained and certified workforce (PDSL1) (L3)					
	4.3.1	Voluntary turnover rate (Dept.)	0	8	0	<	8
	4.3.2	% AICP members - Maintain AICP Certification (32 hours every two years) each certified planner	100	100	100	≥	100
	4.3.3	% Maintain building inspections certification by completing 40 hours of training annually for each inspector	100	100	100	≥	100
	4.3.4	% Maintain building review certification by completing 20 hours of training for each year	100	100	100	≥	100
	4.3.5	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	4.17	4.04	4.67	≥	4.50

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Promote Learning & Growth	4.3.6	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	4.08	4.18	4.28	≥	4.50
	4.4	Recognize and reward high performers (L4)					
	4.4.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	3.38	3.48	3.76	≥	4.50
	4.4.2	GROW Award received	14	5	5	>	8
	4.5	Empower informed decision-making at all levels in the organization (L5)					
	4.5.1	Q12 Survey: Q07 - At work, my opinions seem to count.	3.63	3.82	3.94	≥	4.50
	4.6	Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (PDSL2) (L6)					
	4.6.2	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	4.12	4.26	4.56	≥	4.50
	4.6.3	Q12 Survey: Q01 - I know what is expected of me at work	4.52	4.61	4.83	≥	4.50
	4.6.4	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.04	4.26	4.50	≥	4.50
	4.6.5	Number of staff-wide trainings with regard to building codes, development-related ordinances / regulations, zoning matters	1	1	1	=	1
	4.6.6	Q12 Survey: Q10 - I have a best friend at work	3.64	3.83	3.82	≥	4.50

## DID YOU KNOW?

In the 2019 Citizen Satisfaction Survey, residents indicated 70% of residents were satisfied with the City's performance in providing information on development. The Planning & Development Services Department posted twenty-five (25) MySouthlakeNews articles on development-related topics in the first three quarters of FY 2021, which included information on permitting, inspections, code enforcement, and landscaping.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Provide transparent and objective information which assists the public’s understanding of issues and solutions, giving them opportunities to offer comments throughout all phases of the public planning process

Improve development-related service levels through the timely implementation of the Southlake 2030 Plan recommendations

Continue taking a lead role in the management and implementation of the Southlake 2030 Plan by promoting and educating boards, citizens, staff and developers on the recommendations and initiatives of the plan

Ensure that construction in the City occurs based upon the most up-to-date adopted building codes, and that all plans examiners and building inspectors have the appropriate certifications

### MANAGE THE BUSINESS

Continue monitoring the development process within the City of Southlake, while simultaneously considering alternative and innovative solutions to improving service delivery

Elevate scores for Building Inspections, Code Enforcement, and Planning Services as they relate to the Citizen Satisfaction/Employee Engagement Surveys

Exceed service delivery targets regarding, Development Review Committee reviews, permit reviews, inspections and responding to Code Enforcement Complaints

Continue developing and producing detailed and extensive maps as well as updating existing maps based on the availability of aerial photos and other necessary data

Maintain or exceed target levels of map and report production regarding established due dates, and consider best practices and innovations in the GIS field to provide the most detailed and high quality maps

### PROVIDE FINANCIAL STEWARDSHIP

Annually review services to determine economic efficiencies

Provide financial stewardship by meeting or exceeding established financial related metrics

Research alternative means of funding projects and service delivery

Educate staff and demonstrate by example sound budgeting principles and effective management of resources

### PROMOTE LEARNING & GROWTH

Invest in various certifications and trainings required to assist employees in their professional development

Develop a clear and identifiable succession plan

Create additional opportunities for employee involvement/engagement, while seeking to meet or exceed scorecard target measures for the next Q12 surveys

Keep voluntary turnover below the target score on the PDS scorecard

Ensure that staff members attend training sessions and either attaining or renewing certifications/licenses related to the field

## POLICE DEPARTMENT

The Southlake Police Department is a professional law enforcement organization committed to the tenets of community policing. We achieve our mission to reduce crime, reduce the fear of crime, and enhance public safety through a strong collaborative partnership with members of the Southlake community.



### DEPARTMENT HIGHLIGHTS

**17%**

The Police Department is staffed with 72.15 FTEs who provide department administration, school resource officers, community relations, and police services. The staff comprises **17% of the City's workforce.**

**89%**

Resident satisfaction with **officer professionalism is 89%**, which is a 12% increase since 2017.

**32.2**

In the two quarters of FY 2021, the Police Department averaged **32.2 volunteer hours per active volunteer.**

This equates to an increase of 31% over the same period in FY 2020.

**10**

The Police Department has **ten core services.**

**3:21**

The average response time to Priority 1 calls is **3 minutes and 21 seconds.**

**6**

The Southlake Police Department was reaccredited for the **6th consecutive time** through the Commission on Accreditation for Law Enforcement Agencies (CALEA). After complying with nearly 500 national best practice standards, the department received an Advanced Accreditation with Excellence.

**1.0%**

The Police Department 2022 General Fund Budget is \$7,515,976, which is a **1.0% increase** over the FY 2021 adopted budget. The Police Department also funds equipment an initiatives out of CCPD, TIRZ, and Commercial Vehicle Enforcement funds.

**17.3%**

The Police Department budget is **17.3% of total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## POLICE DEPARTMENT STRATEGY MAP

The Southlake Police Department is a professional law enforcement organization committed to the tenets of community policing. We achieve our mission to reduce crime, reduce the fear of crime, and enhance public safety through a strong collaborative partnership with members of the Southlake Community.



Safety & Security



MOBILITY



Partnerships & Volunteerism



Performance Management & Service Delivery

### City Corporate Objectives

**C1** Achieve the highest standards of safety & security

**C2** Provide travel convenience within City & region

**C5** Promote opportunities for partnerships & volunteer engagement

**C6** Enhance sense of community by providing excellent customer service & citizen engagement opportunities.

**B1** Achieve best-in-class status in all City disciplines

**B2** Collaborate with select partners to implement service solutions

**B5** Enhance service delivery through continual process improvement

**F1** Adhere to financial management principles & budget

**L3** Attract, develop & retain a skilled workforce

**L6** Foster positive employee engagement

### Serve our Customers

**PDC1** Reduce crime, the fear of crime, and enhance public safety (C1)

**PDC2** Maximize safety and security strategies through public education & community engagement (C5)

**PDC3** Deliver clear, accurate, & timely information (C6)

### Manage the Business

**PDB1** Ensure a professional police department by adhering to accreditation standards (B1)

**PDB2** Ensure effective investigations to facilitate prosecution (B2)

**PDB3** Utilize Compstat to ensure efficiency & accountability (B5)

### Provide Financial Stewardship

**PDF1** Provide high value services through efficient management of resources (F1)

### Promote Learning and Growth

**PDL1** Ensure all employees are highly trained and all necessary certifications are maintained (L3)

**PDL2** Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (L6)

### City Critical Business Outcomes

**CBO2** – Enhance mobility through aggressive traffic management initiatives and capital project implementation.

**CBO6** – Invest to maintain strong public safety to ensure a low crime rate and effective emergency response.

### Department Critical Business Outcomes

**PDCBO1** – Develop innovative and aggressive strategies to enhance mobility throughout the city. (CBO2)

**PDCBO2** – Ensure that all elements within the department are aligned in order to maintain a low crime rate and the highest standards of safety and security. (CBO6)

**PDCBO3** – Adherence to national law enforcement best practice recommendations for use of force, community policing and maintaining public trust. (CBO6)

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	1.1	Achieve the highest standards of safety and security (C1)					
	1.1.1	Q12 Survey: Q02 - I have the materials and equipment I need to do my work right	3.69	4.26	4.45	>	4.49
	1.1.2	Q12 Survey: Q10 - I have a best friend at work	3.20	3.78	3.83	>	4.49
	1.2	Reduce Crime and Enhance Public Safety (PDC1) (C1)					
	1.2.1	<b>UCR (Part 1)</b>	0.084	0.095	0.074	<	0.120
	1.2.1a	Murder	0	0	0	=	0
	1.2.1b	Assault	15	9	18	<	15
	1.2.1c	Rape	0	0	0	=	0
	1.2.1d	Robbery	3	1	1	=	0
	1.2.1e	Arson	0	0	0	=	0
	1.2.1f	Burglary	7	12	8	<	10
	1.2.1g	Theft	51	55	60	<	70
	1.2.1h	Vehicle theft	8	3	3	<	4
	1.2.2	<b>Burglary of motor vehicle</b>	10	13	9	<	15
	1.2.3	<b>Vehicle crashes</b>	74	49	79	<	120
	1.2.3a	Minor crashes	72	38	72	<	118
	1.2.3b	Crashes w/ serious injury	1	5	7	<	3
	1.2.3c	Fatality crashes	1	0	0	=	0
	1.2.5	<b>Traffic Stops</b>	3,450	1,954	3,408	trend	trend
	1.2.5a	Traffic Citations	1,900	1,382	1,539	trend	trend
	1.2.5b	Traffic Warnings	1,834	789	1,568	trend	trend
	1.2.6	<b>Arrests (total)</b>	161	98	141	trend	trend
	1.2.6a	Arrests (misdemeanor)	125	72	108	trend	trend
1.2.6b	Arrests (felony)	36	26	33	trend	trend	
1.2.7	<b>DWI Arrests</b>	40	34	39	trend	trend	
1.2.8	<b>Total police calls for service</b>	2,862	3,407	3,187	trend	trend	
1.2.9	<b>Priority 1 Call Response Time</b>	2:40	3:21	3:03	<	4	

# DEPARTMENT SCORECARD

Serve our Customers	1.2.10	% of citizens who feel very or somewhat safe walking in their neighborhood	96%	90%	99%	>	90%
	<b>1.3</b>	<b>Maximize crime prevention strategies through public education &amp; community partnerships (PDC2) (C5)</b>					
	1.3.1	% citizens very satisfied or somewhat satisfied with crime prevention information provided by the police department	58%	75%	82%	>	90%
	1.3.2	Juvenile Crimes- On CISD Campus	4	4	1	<	5
	1.3.3	Juvenile Crimes - Off Campus	5	10	16	<	10
	1.3.4	Juvenile Welfare Incidents	20	17	14	<	5
	1.3.4a	SRO reports generated	13	19	15	<	20
	1.3.4b	SRO citations issued	3	2	1	>	0
	1.3.4c	SRO student meetings/mentoring sessions	840	716	301	>	450
	1.3.4d	SRO parent meetings	67	117	71	>	100
	1.3.4e	SRO school patrol hours	30	36	32	>	25
	1.3.5	Identify a Customer Service Metric	in progress	in progress	in progress	in progress	in progress
	<b>1.4</b>	<b>Enhance sense of community by providing excellent customer service and citizen engagement opportunities (C6)</b>					
	1.4.1	% agreement that employee represented City in a positive manner	79%	85%	88%	>	90%
	1.4.2	% citizen agreement that employee was courteous	82%	88%	91%	>	90%
	1.4.3	% citizen agreement that employees returned calls within a reasonable amount of time	51%	67%	78%	>	90%
	1.4.4	% citizen agreement that employee showed pride and concern for the quality of work	79%	84%	83%	>	90%
	1.4.5	Q12 Survey: Q09 - My coworkers are committed to doing quality work	4%	4.22	4.39	>	4.50
	<b>1.5</b>	<b>Deliver clear, accurate and timely information (PDC3) (C6)</b>					
	1.5.1	Compliance w/ state law for open records response times	100%	100%	100%	=	100%

## DEPARTMENT SCORECARD

Serve our Customers	1.5.2	Number of open records requests	1158	1042	1067	trend	trend
	1.5.3	Adherence to strategic communication plan via editorial calendar	100%	100%	100%	>	90%
	1.6	<b>Promote opportunities for community engagement to positively impact public safety (PDC4)(C6)</b>					
	1.6.1	Volunteer hours per active volunteer	39.48	32.15	52.78	>	14.0
	1.6.2	Active volunteer to employee ratio	2.26	2.80	2.8	>	0.30
	1.6.3	Average years of experience in police volunteering	5.90	5.77	5.77	>	4.00
	2.1	<b>Achieve best-in-class status in all City disciplines</b>					
2.1.1	% department work plan initiatives that met or exceeded KAI	100%	100%	90%	>	90%	
2.1.2	Q12 Survey: Q06 - There is someone at work who encourages my development	3.78	4.03	4.06	>	4.50	
2.2	<b>Ensure a professional police department through the adherence to accreditation standards (PDB1) (B1)</b>						
2.2.1	# high recommendations from annual internal CALEA audit	0	0	0	=	0	
2.2.2	Applied discretions and noncompliant findings from CALEA audit	0 AD's; 0 NC's	0 AD's; 0 NC's	0 AD's; 0 NC's	=	0	
2.3	<b>Collaborate with select partners to implement services solutions (B2)</b>						
2.3.1	% of total budget used for collaboration and partnerships	8%	15%	14%	<	15%	
2.4	<b>Ensure effective investigations to facilitate prosecution (PDB2) (B2)</b>						
2.4.1	DA acceptance Rate	98.4%	97.5%	96.8%	>	95%	
2.4.2	Property crimes clearance rate (% of cases assigned that are cleared)	70.3%	59.8%	64.0%	>	50%	
2.4.3	Persons crimes clearance rate (% of cases assigned that are cleared)	61.3%	82.0%	68.0%	>	50%	
2.4.4	Total # of incidents for CID intake	365	312	351	trend	trend	
2.4.5	Percentage of incidents assigned for investigation	42.0%	42.0%	46.0%	>	40%	
2.4.6	Average number of cases assigned per Detective	28.0	25.0	22.0	<	40	
Manage the Business							



# DEPARTMENT SCORECARD

Manage the Business	2.4.7	Average clearance rate for Detectives	65.8%	70.0%	56.0%	>	45%
	2.4.8	Total cases filed with District Attorney's Office	90	44	64	trend	trend
	2.5	Continually evaluate services for improvement (PDB3) (B5)					
	2.5.1	Internal review of processes to increase efficiency	100%	100%	100.0%	=	100%
Provide Financial Stewardship	3.1	Provide high values services through efficient management of resources (PDF1) (F1)					
	3.1.1	Operating expenditures, budget vs actual (Dept)	98%	98%	97.0%	>	97%
	3.1.2	% departmental invoices paid within 30 days in accordance with Prompt Payment Act	99%	100%	100.0%	>	94%
	4.1	Ensure our people understand the strategy & how they contribute to it (L1)					
Promote Learning & Growth	4.1.1	Q12 Survey: Q08 - The mission or purpose of my organization makes me feel my job is significant	3.83	4.30	4.48	>	4.50
	4.2	Enhance leadership capabilities to deliver results (L2)					
	4.2.1	Q12 Survey: Q11 - In the last six months, someone at work has talked to me about my progress.	3.32	3.97	3.85	>	4.50
	4.3	Attract, develop & retain a skilled workforce (L3)					
	4.3.1	Q12 Survey: Q03 - At work, I have the opportunity to do what I do best every day.	3.87	4.32	4.52	>	4.50
	4.3.2	Q12 Survey: Q12 - This last year, I have had opportunities at work to learn and grow.	3.86	4.33	4.39	>	4.50
	4.3.3	Voluntary turnover rate (Dept)	0.0%	0.0%	5.5%	<	8%
	4.4	Ensure all employees are highly trained and all necessary certifications are maintained (PDL1) (L3)					
	4.4.1	% of training submitted to TCOLE in compliance with requirements	100%	100%	100%	=	100%
	4.4.2	% compliance of TCOLE peace officer certifications	100%	100%	100%	=	100%

## DEPARTMENT SCORECARD

Promote Learning & Growth	4.5	Recognize & reward high performers (L4)					
	4.5.1	Q12 Survey: Q04 - In the last seven days, I have received recognition or praise for doing good work	3.41	3.60	3.70	>	4.50
	4.6	Empower informed decision-making at all levels in the organization (L5)					
	4.6.1	Q12 Survey: Q07 - At work, my opinions seem to count.	3.49	3.87	3.94	>	4.50
	4.7	Build a positive, productive and engaged workforce that supports the City's mission and strategic goals (PDL2) (L6)					
	4.7.1	Q12 Survey: Q00 - How satisfied are you with the City of Southlake as a place to work?	3.68	4.08	4.36	>	4.50
	4.7.2	Q12 Survey: Q01 - I know what is expected of me at work	4.28	4.51	4.58	>	4.50
	4.7.3	Q12 Survey: Q05 - My supervisor, or someone at work, seems to care about me as a person	4.25	4.23	4.36	>	4.50

## DID YOU KNOW?

For criminal offenses reported to the Southlake Police Department in 2019, there was a 59% clearance rate for Crimes Against Persons, and a 66% clearance rate for Crimes Against Property, compared to that of 46% and 17% for the Nation, respectively. Although the national percentages for 2020 will not be made available by the F.B.I. until November 2021, the Southlake Police Department's clearance rates for 2020 were 82% for Crimes Against Persons, and 57% regarding Crimes Against Property.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Continue to develop innovative ways to promote crime prevention and public safety topics

Explore innovative ways to engage students and parents to enhance safety

Enhance the Police Department's ability to obtain, utilize and publicize crime data

Maintain low crime rate

Develop and implement online E-service for reporting of certain offenses

Enhance traffic safety

### MANAGE THE BUSINESS

Standardize and evolve compstat information

Coordinate with Regional Partners to select and implement new CAD/RMS system

Maintain CALEA accreditation

### PROVIDE FINANCIAL STEWARDSHIP

Maintain budget efficiency and ensure budget is aligned with future needs

### PROMOTE LEARNING & GROWTH

Ensure continued employee engagement

Equip department's leaders and supervisors through ongoing effective leadership development training.

Continue to develop and provide high-quality reality-based training

## PUBLIC WORKS DEPARTMENT

The Public Works Department will improve the quality of life for residents by providing excellent public service through planning, engineering, constructing, inspecting, operating, and maintaining Southlake's public infrastructure.



### DEPARTMENT HIGHLIGHTS

**60%**

More than **60% of the FY 2021 Capital Budget** is dedicated to pedestrian and vehicular mobility projects throughout the City of Southlake.

**7.9**

Southlake roads maintain a good **rating** (7.9 out of 10) for overall street quality in the City.

**4.8%**

The Public Works Water Division, through effective and timely response to water line breaks and leaks, has maintained a less than **4.8% water loss rate** in the City's water system. This is below the suggested system loss rate set by the American Water Works Association.

**29**

Public Works responds to issues at 29 traffic signals in Southlake. Seven are City-owned and 22 are State-owned.

**14**

The Public Works Department has **fourteen core services**.

**1.0%**

The Public Works Department 2021 General Fund Budget is \$2,041,100, which is a **1.0% increase** over the FY 2021 budget. This increase is largely due to personnel costs.

**15%**

The Public Works Department is staffed with 65.0 FTEs who provide services related to department administration, engineering, and engineering inspections. Staff also oversee water, wastewater, storm water, and facilities infrastructure. The staff comprises **15% of the City's workforce**.

**11.3%**

The Public Works budget is **11.3% of total General Fund** expenditures.

# DEPARTMENT CORE SERVICES

## PUBLIC WORKS STRATEGY MAP

To improve the quality of life for our residents by providing excellent public service through planning, engineering, constructing, inspecting, operating and maintaining Southlake Public infrastructure



### City Critical Business Outcomes

- CBO1 – Maintain a strong financial position and implement plans and policies to ensure future financial strength.
- CBO2 – Enhance mobility through aggressive traffic management initiatives and capital project implementation.
- CBO5 – Improve quality of life through progressive implementation of Southlake’s Comprehensive Plan recommendations.

### Department Critical Business Outcomes

- PWCBO1 - Develop and enhance partnerships that provide the best value and service to the community (CBO1).
- PWCBO2 – Evaluate traffic related issues that arise through observation of employees, reports from motorists, residents, and business owners in a timely manner (CBO4).
- PWCBO5 – Implement adopted Capital Improvement Program in support of Southlake’s Comprehensive Plan (CBO5).

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Serve our Customers	<b>1.1</b>	<b>Achieve the highest standards of safety &amp; security (C1)</b>					
	<b>1.2</b>	<b>Institutionalize a culture of safety and emergency preparedness (PWC1) (C1)</b>					
	1.2.1	# of Employee Safety Training Events	6	7	2	> or =	2.0
	1.2.2	Percent of employees who are CPR and first aid certified	98.0	98.0	98.0	> or =	95.0
	1.2.3	# of Public Works vehicle incidents	1	8	1	< or =	2.0
	1.2.4	% Weekly generator inspections not completed	0	1.7	1.7	=	0.0
	1.2.5	Hydrant out of service rate	0	0	0	=	0.0
	1.2.6	P-1 Hydrant issues not completed	0	0	0	=	0.0
	1.2.7	# of Speed Alerts	3	2	1	=	0.0
	1.2.5	% Weekly generator inspections not completed	No Prior Data	13%	0.0	=	0.0
	1.2.6	Hydrant out of service rate	No Prior Data	0.0	0.0	=	0.0
	1.2.7	P-1 Hydrant issues not completed	No Prior Data	0.0	0.0	=	0.0
	1.2.8	# of Speed Alerts	18.0	4.0	8.0	=	0.0
	<b>1.3</b>	<b>Promote public health and sustainability (C1)</b>					
	1.3.1	% TCEQ compliance with Water Quality Chlorine Residual Leading Indicator above regulatory	100	100	100	=	100.0
	1.3.2	# of TCEQ mandated Public Notification of a Water Quality Violation	0	0	0	=	0.0
	1.3.3	% TCEQ compliance with annual Lead and Copper sampling and testing requirements in the Fiscal Year	100	100	100	=	100.0
1.3.4	% of all assemblies compliant in Southlake	No Prior Data	No Prior Data	67	< or =	73.0	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target	
Serve our Customers	1.3.5	Conduct Customer Service Inspections for backflow protection	22	18	24	> or =	15.0	
	1.3.7	% of investigations of reported illicit discharges initiated according to City's Stormwater Management Plan within 2 business days	100	100	100	=	100.0	
	1.3.8	Promote the W.I.S.E. Guys irrigation evaluation program	5	1	3	> or =	4.0	
	1.3.9	Conduct grease trap inspections on food service establishments	11	9	12	> or =	10.0	
	1.3.10	Killowatt hours per square foot for all city facilities	2.40	2.12	2.54	< or =	14.0	
	1.5	<b>Enhance mobility (PWC2) (C2)</b>						
	1.5.1	Average Pavement Quality Index (PQI) Score for roadways	82	81.0	82.6	> or =	78.0	
	1.6	<b>Enhance the sense of community by providing excellent customer service and citizen engagement opportunities (C6)</b>						
	1.6.1	<i>% of Responses to customers within two business days of receiving a Come-Fix-This form, phone call, email.</i>	98	97	97	> or =	90.0	
	1.6.2	<i>Average score on satisfaction survey - web online version</i>	0.0	4.0	5.0	> or =	4.0	
	1.8	<b>Deliver integrated and targeted departmental communications (PWC5) (C6)</b>						
	1.8.1	Participate in community outreach initiatives regarding environmental issues	14	4	4	> or =	4	
	1.8.2	Participate in community outreach initiatives regarding stormwater issues	6	2	6	> or =	4	
	1.8.3	Participate in community outreach initiatives regarding water conservation issues	5	3	5	> or =	4.0	
	1.8.4	Achieve high rate of WISE Guys customer satisfaction	4.97	4.64	4.86	> or =	4.5	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Manage the Business	2.1	<b>Achieve best-in-class status in all City disciplines (B1)</b>					
	2.1.1	% department workplan initiatives that met or exceeded KAI	90	89.0	89.0	> or =	90.0
	2.2	<b>Deliver high quality, cost effective, and efficient construction administration, engineering and inspection services (PWB1) (B1)</b>					
	2.2.1	% of civil plan reviews completed within 15 business days of submittal	100	100	100	=	100.0
	2.2.2	% of driveway/sidewalk Inspection completed within same business day	98	97	98	=	100.0
	2.2.3	Average # major punchlist items per project (CIP)	0.0	0.0	0.0	<	4.0
	2.2.4	Average # of major punchlist items per project (Development)	0.0	0.0	0.0	<	4.0
	2.3	<b>Operate and maintain facilities, transportation, water, sanitary, and storm sewer systems (PWB2) (B1)</b>					
	2.3.1	% Complete of Pavement Management Assessment (PMA) of projects scheduled	100	23	100	> or =	95.0
	2.3.2	% of beacon endpoints communicating of total	99.9	99.9	99.8	=	100.0
	2.3.3	% of current employees with TCEQ water/wastewater licenses necessary to operate systems and equipment on site	67	67	75	> or =	80.0
	2.3.4	# of Sanitary Sewer Overflows (SSO's) per year	1	1	0	=	0.0
	2.3.5	water meter changeouts completed	132	408	101	> or =	400
	2.3.8	% of collection system cleaned annually	6	16	4	> or =	18.0
	2.3.9	% recommended pump replacements completed for all lift stations	100	100	100	> or =	100.0
2.3.12	% of workload that is backlog	0	7	0	< or =	25.0	



## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target	
Manage the Business	2.3.13	% of drainage problem areas inspected	100	100	100	> or =	100.0	
	2.3.14	% of inspected and cleaned curb inlet boxes	0	74	0	> or =	92.0	
	2.3.15	% of drainage and culvert requests completed	52	62.5	58.0	> or =	50.0	
	2.3.16	% of preventative maintenance completed per schedule	99	95	90	> or =	90.0	
	2.3.17	% Traffic signals with three PM's performed	No Prior Data	100	100	> or =	100.0	
	2.4	<b>Collaborate with select partners to implement service solutions (B2)</b>						
	2.4.1	# of regional meetings attended (Tx-DOT, NCTOG, etc.)	2	2	3	> or =	2.0	
Provide Financial Stewardship	3.1	<b>Adhere to financial management principles &amp; budget (F1)</b>						
	3.1.1	<i>P-card compliance</i>	100	100	100	=	100.0	
	3.2	<b>Sustain auditability and fiscal accountability at all levels (PWF2) (F4)</b>						
	3.2.1	% of Operating Budget Expended	25	37	53	> or =	75.0	
	3.2.1a	% of operating budget expended (Facilities)	49.0	66	81		75.0	
	3.2.1b	% of operating budget expended (PWA)	24	44	76		75.0	
	3.2.1c	% of operating budget expended (PW Inspections)	35	80	127		75.0	
	3.2.1d	% of operating budget expended (Streets/Drainage)	37.0	65	71		75.0	
	3.2.1e	% of operating budget expended (Stormwater)	13	17	92		75.0	
	3.2.1f	% of operating budget expended (Traffic)	9	17	56		75.0	

## DEPARTMENT SCORECARD

Perspective	Ref #	Measure	Previous Period	Previous Period	Current	Measurement	Target
Provide Financial Stewardship	3.2.1g	% of operating budget expended (Wastewater)	33	58	77		75.0
	3.2.1h	% of operating budget expended (Water Admin.)	17	18	20		75.0
	3.2.1i	% of operating budget expended (Water Utilities)	35	53	68		75.0
	3.4	<b>Sustain auditability and fiscal accountability at all levels (PWF2) (F4)</b>					
	3.4.1	% TCEQ compliance with all water quality measures	100	100	100	=	100.0
Promote Learning and Growth	4.2	<b>Establish an enduring public works university (PWL1) (L1)</b>					
	4.2.1	Average # of training hours completed per employee	7.0	7.5	6.6	≥	12.0
	4.3	<b>Establish an enduring public works university (PWL1) (L1)</b>					
	4.3.1	# of team building events held (team meetings and lunches)	0	5	4	> or =	4
	4.3	<b>Promote and foster an inclusive workplace (PWL3) (L1)</b>					
	4.3.2	# of team building events held (team meetings and lunches)	4	4	4	> or =	4
	4.5	<b>Develop and sustain a ready and resilient workforce (PWL2) (L6)</b>					
	4.5.1	Voluntary turnover rate (Dept)	4.7	9.4	15.6	<	8.0
	4.5.5	% of positions with required licenses that hold dual certifications	37.5	37.5	31.5	> or =	50.0
4.5.6	# of current job-related certifications per employee	2.00	2.00	2.00	> or =	1.0	

## DID YOU KNOW?

The City has implemented its first networked traffic signal (Kimball & Continental). This allows us to view live video feeds to verify detection, remote connect to all equipment in the traffic cabinet to help trouble shoot or make changes and view signal history.

## DEPARTMENT GOALS

### SERVE OUR CUSTOMERS

Establish a culture of safety

Improve the Department's emergency readiness posture

Develop an innovative mobility system that provides for the safe, convenient, efficient movement of people and goods, reduces traffic congestion, promotes energy and transportation efficiency and promotes expanded opportunities for citizens to meet routine needs by walking or bicycling

Institute an Environmental Management System

Enhance message content, reporting periodicity and suite of communication tools available to deliver messaging in accordance with the department's Strategic Communications Plan

### MANAGE THE BUSINESS

Institute project planning methodology for the City's Capital Improvement Program

Implement an Enterprise Asset Management System

Develop organization to adapt to future needs

Take proactive steps to ensure that public health is protected

### PROVIDE FINANCIAL STEWARDSHIP

Utilize operating budget effectively

Deliver projects on time and within budget

Institute a culture of financial responsibility and accountability

### PROMOTE LEARNING & GROWTH

Promote cross-training between divisions and identify opportunities for succession planning

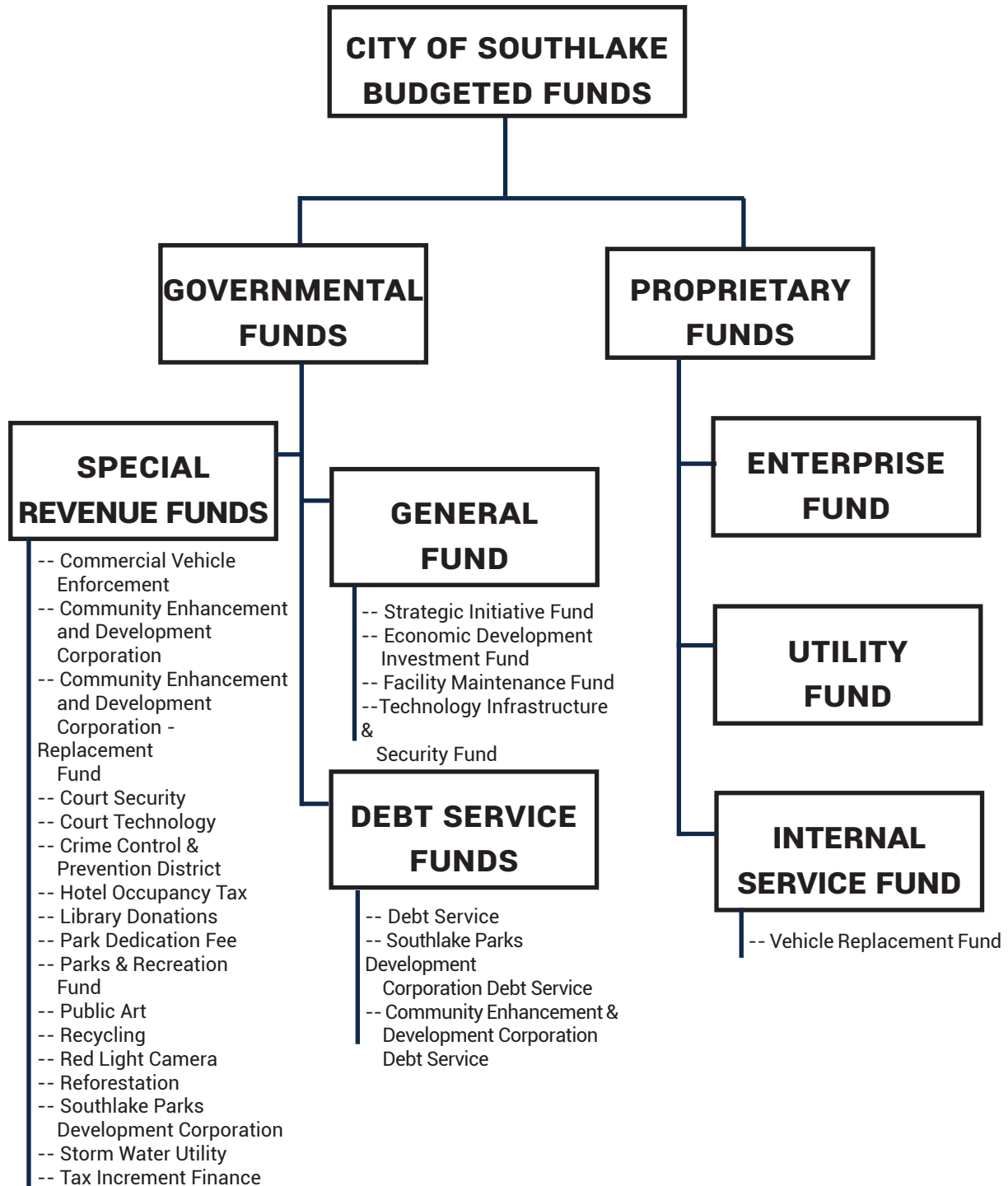
Assess business processes to identify efficiencies and foster innovation

The cover page features a background image of a park with a large fountain and a pavilion. The image is overlaid with several large, semi-transparent geometric shapes in shades of blue, green, and yellow. A large, stylized white letter 'S' is centered on the page, partially overlapping the fountain and the text.

# FUND SUMMARIES

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

# CITY OF SOUTHLAKE FUND STRUCTURE CHART



**ALL FUNDS SUMMARY - REVENUES & EXPENDITURES**

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/-Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/-Decrease
<b>REVENUES</b>								
Ad Valorem Taxes	\$31,227,369	\$31,459,808	\$31,459,808	\$0	0.0%	\$32,057,651	\$597,843	1.9%
Sales Tax	31,349,289	28,436,146	32,086,500	3,650,354	12.8%	32,551,555	4,115,409	14.5%
Hotel Tax	742,620	390,320	813,700	423,380	108.5%	963,855	573,535	146.9%
Franchise Fees	2,811,573	2,891,360	2,736,841	(154,519)	-5.3%	2,825,446	(65,914)	-2.3%
Fines	902,159	922,000	910,000	(12,000)	-1.3%	925,625	3,625	0.4%
Charges for Services	2,908,672	3,308,848	3,262,487	(46,361)	-1.4%	4,078,191	769,343	23.3%
Rental Income	115,368	153,824	153,824	0	0.0%	153,824	0	0.0%
Permits/Fees	2,916,187	1,359,100	1,501,100	142,000	10.4%	1,297,100	(62,000)	-4.6%
Miscellaneous	1,440,486	960,500	888,400	(72,100)	-7.5%	966,000	5,500	0.6%
Water Sales-residential	16,100,190	14,995,100	16,203,841	1,208,741	8.1%	16,378,300	1,383,200	9.2%
Water Sales-commercial	4,711,513	4,520,400	4,709,900	189,500	4.2%	4,804,100	283,700	6.3%
Stormwater-residential	911,560	911,000	911,000	0	0.0%	913,000	2,000	0.2%
Stormwater-commercial	648,735	653,800	653,800	0	0.0%	657,500	3,700	0.6%
Wastewater Sales	8,456,203	8,250,000	8,351,000	101,000	1.2%	8,410,000	160,000	1.9%
Sanitation Sales	2,428,588	2,413,000	2,440,000	27,000	1.1%	2,483,000	70,000	2.9%
Other Utility Charges	408,055	395,800	280,800	(115,000)	-29.1%	400,800	5,000	1.3%
TIF District	10,753,022	9,955,195	9,818,337	(136,858)	-1.4%	10,080,279	125,084	1.3%
Interest Income	1,316,819	820,575	294,025	(526,550)	-64.2%	299,740	(520,835)	-63.5%
<b>Total Revenues</b>	<b>\$120,148,408</b>	<b>\$112,796,776</b>	<b>\$117,475,363</b>	<b>\$4,678,587</b>	<b>4.1%</b>	<b>\$120,245,965</b>	<b>\$7,449,189</b>	<b>6.6%</b>

### ALL FUNDS SUMMARY - REVENUES & EXPENDITURES

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/-Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/-Decrease
EXPENDITURES								
City Secretary	\$472,590	\$546,266	\$560,266	\$14,000	2.6%	\$579,151	\$32,885	6.0%
Human Resources	777,951	863,641	878,141	14,500	1.7%	898,627	34,986	4.1%
City Manager	956,629	1,070,995	946,914	(124,081)	-11.6%	1,039,414	-31,581	-2.9%
Information Technology	3,799,520	3,777,743	3,778,823	1,080	0.0%	4,586,530	808,787	21.4%
Communications	440,649	504,296	502,941	(1,355)	-0.3%	556,057	51,761	10.3%
Support Services	1,883,405	1,970,635	2,150,336	179,701	9.1%	2,044,091	73,456	3.7%
<b>General Gov Total</b>	<b>\$8,330,744</b>	<b>\$8,733,576</b>	<b>\$8,817,421</b>	<b>\$83,845</b>	<b>1.0%</b>	<b>\$9,703,870</b>	<b>\$970,294</b>	<b>11.1%</b>
Finance	1,363,969	1,530,920	1,533,920	3,000	0.2%	1,578,154	47,234	3.1%
Municipal Court	701,641	771,980	774,180	2,200	0.3%	797,220	25,240	3.3%
Teen Court	150,745	169,409	161,409	(8,000)	-4.7%	169,016	(393)	-0.2%
<b>Finance Total</b>	<b>\$2,216,355</b>	<b>\$2,472,309</b>	<b>\$2,469,509</b>	<b>(\$2,800)</b>	<b>-0.1%</b>	<b>\$2,544,390</b>	<b>\$72,081</b>	<b>2.9%</b>
Fire	9,152,392	9,748,872	10,038,523	289,651	3.0%	9,901,234	152,362	1.6%
Police	6,379,445	7,442,895	7,159,645	(283,250)	-3.8%	7,621,868	178,973	2.4%
Public Safety Support	1,438,994	1,512,464	1,565,214	52,750	3.5%	1,529,464	17,000	1.1%
<b>Public Safety Total</b>	<b>\$16,970,831</b>	<b>\$18,704,231</b>	<b>\$18,763,382</b>	<b>\$59,151</b>	<b>0.3%</b>	<b>\$19,052,566</b>	<b>\$348,335</b>	<b>1.9%</b>
Streets/ Drainage	1,380,159	1,153,847	1,098,848	(54,999)	-4.8%	1,128,593	(25,254)	-2.2%
Public Works Admin	1,519,257	1,795,633	1,861,533	65,900	3.7%	2,041,100	245,467	13.7%
Facility Maintenance	1,648,517	1,710,176	1,898,176	188,000	11.0%	1,769,222	59,046	3.5%
Utility Billing	603,934	625,370	627,170	1,800	0.3%	646,818	21,448	3.4%
Water	11,720,168	13,346,930	13,346,930	0	0.0%	14,335,272	988,342	7.4%
Wastewater	5,492,187	6,082,494	6,082,494	(0)	0.0%	6,251,541	169,047	2.8%

**ALL FUNDS SUMMARY - REVENUES & EXPENDITURES**

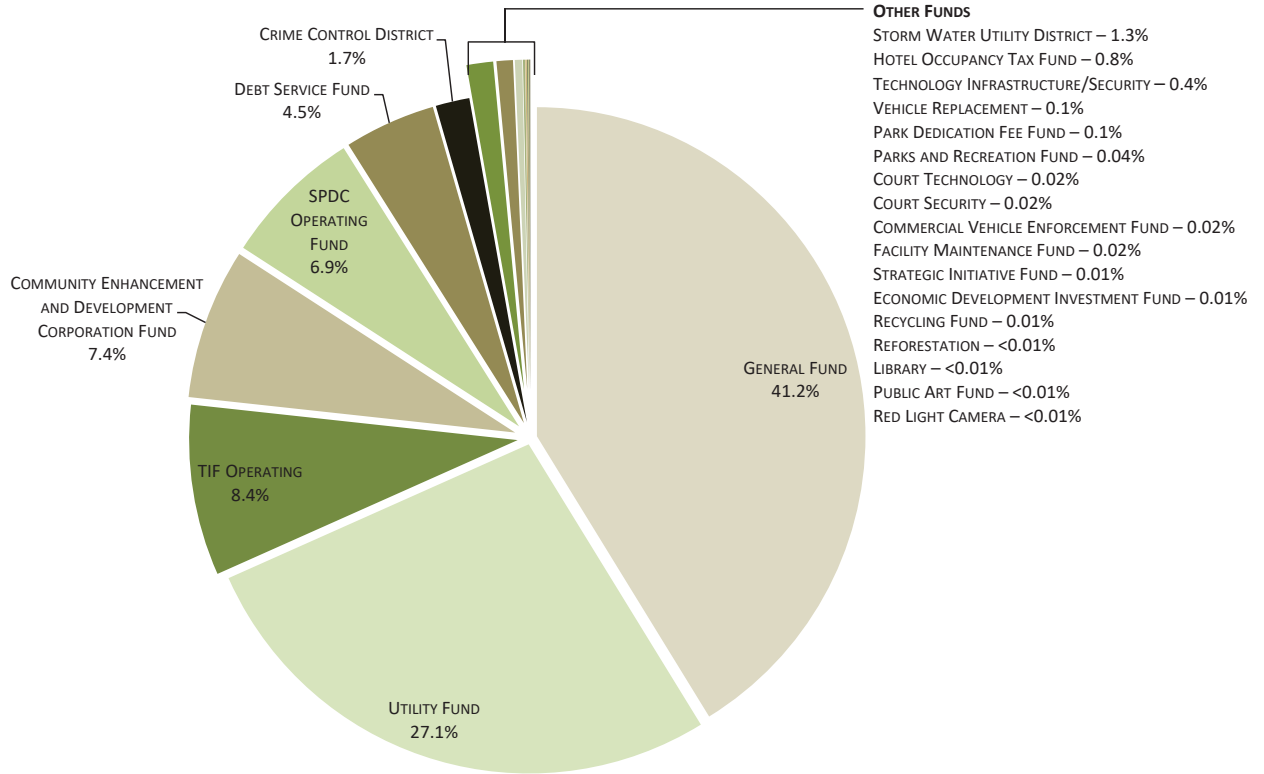
	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/-Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/-Decrease
Sanitation	1,849,418	1,855,200	1,974,000	118,800	6.4%	1,977,600	122,400	6.6%
<b>Public Works Total</b>	<b>\$24,213,640</b>	<b>\$26,569,650</b>	<b>\$26,889,151</b>	<b>\$319,501</b>	<b>1.2%</b>	<b>\$28,150,146</b>	<b>\$1,580,496</b>	<b>5.9%</b>
Building Inspections	1,096,482	1,211,183	1,205,183	(6,000)	-0.5%	1,170,606	(40,577)	-3.4%
Planning	1,035,617	1,118,858	1,125,858	7,000	0.6%	1,175,810	56,952	5.1%
<b>Planning and Dev Total</b>	<b>\$2,132,099</b>	<b>\$2,330,041</b>	<b>\$2,331,041</b>	<b>\$1,000</b>	<b>0.0%</b>	<b>\$2,346,416</b>	<b>\$16,375</b>	<b>0.7%</b>
Economic Development	150,029	261,406	209,206	(52,200)	-20.0%	257,995	(3,411)	-1.3%
<b>Economic Dev. Total</b>	<b>\$150,029</b>	<b>\$261,406</b>	<b>\$209,206</b>	<b>(\$52,200)</b>	<b>-20.0%</b>	<b>\$257,995</b>	<b>(\$3,411)</b>	<b>-1.3%</b>
Community Services	910,824	1,423,443	1,170,704	(252,739)	-17.8%	1,361,831	(61,612)	-4.3%
Parks and Recreation	4,964,244	5,551,920	5,320,508	(231,412)	-4.2%	5,994,159	442,239	8.0%
Library Services	808,922	849,510	854,510	5,000	0.6%	913,449	63,939	7.5%
<b>Community Svcs. Total</b>	<b>\$6,683,990</b>	<b>\$7,824,873</b>	<b>\$7,345,722</b>	<b>(\$479,151)</b>	<b>-6.1%</b>	<b>\$8,269,439</b>	<b>444,566</b>	<b>5.7%</b>
TIF District	8,717,654	10,447,383	9,760,527	(686,856)	100.0%	9,054,055	(1,393,328)	-13.3%
Crime Control District	1,478,862	1,742,030	1,465,339	(276,691)	-15.9%	1,813,505	71,475	4.1%
Vehicle Replacement	1,511,828	2,233,000	2,233,000	0	0.0%	2,077,000	(156,000)	-7.0%
Court Security	30,021	59,241	59,241	(0)	0.0%	72,435	13,194	22.3%
Court Technology	157,584	37,830	37,830	0	0.0%	8,830	(29,000)	-76.7%
Stormwater Utility District	623,968	629,335	629,335	0	0.0%	681,008	51,673	8.2%
Strategic Initiative	207,167	150,000	150,000	0	0.0%	643,462	493,462	329.0%
Hotel Occupancy Tax	641,104	846,912	846,912	0	0.0%	890,750	43,838	5.2%
Public Art	52,788	68,100	68,100	0	0.0%	68,100	0	0.0%
Red Light Camera	60,264	157,705	157,705	0	0.0%	128,705	(29,000)	-18.4%
Facility Maintenance	-	658,010	658,010	0	0.0%	308,237	(349,773)	-53.2%



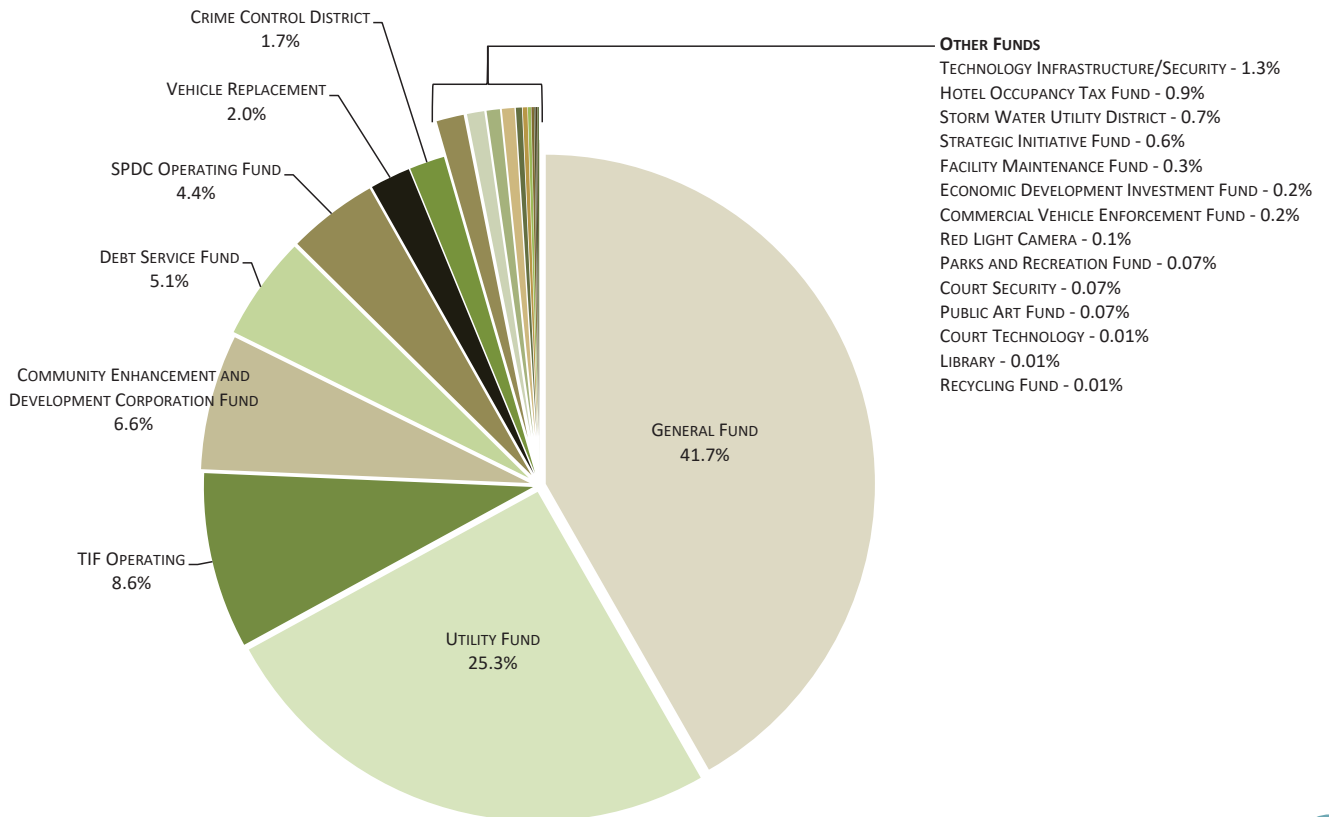
**ALL FUNDS SUMMARY - REVENUES & EXPENDITURES**

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/-Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/-Decrease
Commercial Vehicle Enforcement	148,676	153,374	153,374	0	0.0%	157,095	3,721	2.4%
Economic Investmest	86,215	50,000	867,500	817,500	1635.0%	232,500	182,500	365.0%
Community Enhancment Dev Corp	3,134,466	4,190,361	4,120,022	(70,339)	-1.7%	4,504,910	314,549	7.5%
Debt Service	17,191,450	16,795,877	16,795,877	0	0.0%	13,929,131	(2,866,746)	-17.1%
<b>Total Expenditures</b>	<b>\$94,739,735</b>	<b>\$105,115,244</b>	<b>\$104,828,204</b>	<b>(\$216,701)</b>	<b>-0.2%</b>	<b>\$104,894,856</b>	<b>(\$220,389)</b>	<b>-0.2%</b>
<b>Net Revenues</b>	<b>\$25,408,673</b>	<b>\$7,681,532</b>	<b>\$12,647,159</b>	<b>\$4,965,627</b>		<b>\$15,351,110</b>		
Bond/ Insurance Proceeds	\$0	\$0	\$0	\$0		\$0	\$0	
Transfers In	\$23,227,424	\$15,857,631.00	\$21,246,081.00	\$5,388,450		\$17,001,372	\$1,143,741	
Transfers Out	(\$31,127,426)	(\$23,307,631)	(\$28,821,082)	(\$5,513,451)		(\$37,309,372)	(\$14,001,741)	
<b>Total Other Sources (Uses)</b>	<b>(\$7,900,002)</b>	<b>(\$7,450,000)</b>	<b>(\$7,575,001)</b>	<b>(\$125,001)</b>		<b>(\$20,308,000)</b>	<b>(\$12,858,000)</b>	
Net change in w/c components	\$0	\$0	\$0	\$0		\$0		
Beginning Fund Balance	\$89,270,396	\$106,779,067	\$106,779,067			\$111,851,225		
Prior Period Adjustment	\$0	\$0	\$0			\$0		
Residual Equity Transfer	\$0	\$0	\$0			\$0		
<b>Ending Fund Balance</b>	<b>\$106,779,067</b>	<b>\$107,010,598</b>	<b>\$111,851,225</b>			<b>\$106,894,334</b>		

### WHERE THE MONEY COMES FROM (ALL SOURCES)



### WHERE THE MONEY GOES (ALL FUNDS)



# FUND SUMMARIES

## ALL FUNDS

### TOTAL FY 2022 PROJECTED REVENUES & EXPENDITURES BY FUND

	General Fund	Utility Fund	Debt Service Fund	Special Revenue - Reforestation	Special Revenue - Park Dedication	Special Revenue - Parks / Recreation	Special Revenue - Library
Projected Revenues	\$49,563,909	\$32,608,200	\$5,401,575	\$5,080	\$92,100	\$47,100	\$4,070
Projected Expenditures	\$43,789,728	\$26,534,778	\$5,346,132	\$0	\$0	\$72,500	\$8,000
Net Revenues	\$5,774,181	\$6,073,422	\$55,443	\$5,080	\$92,100	(\$25,400)	(\$3,930)
Total Other Sources (Uses)	(\$5,425,577)	(\$9,432,328)	\$173,859	\$0	(\$480,000)	\$0	\$0
Estimated Fund Balance/ Working Capital 9/30/20	\$10,663,859	\$24,319,170	\$3,055,035	\$20,227	\$1,531,520	\$146,957	\$10,373
Estimated Fund Balance/ Working Capital 9/30/22	\$11,012,462	\$20,960,264	\$3,284,337	\$25,307	\$1,143,620	\$121,557	\$6,443

**TOTAL FY 2022 PROJECTED REVENUES & EXPENDITURES BY FUND**

	TIF Operating Fund	Crime Control District Fund	Vehicle Replacement Fund	Storm Water District Fund	Strategic Initiative Fund	Facility Maintenance Fund
Projected Revenues	\$10,084,269	\$2,004,275	\$118,000	\$1,572,600	\$9,500	\$23,000
Projected Expenditures	\$9,054,055	\$1,813,505	\$2,077,000	\$681,008	\$643,462	\$308,237
Net Revenues	\$1,030,214	\$190,770	(\$1,959,000)	\$891,592	(\$633,962)	(\$285,237)
Total Other Sources (Uses)	\$0	(\$1,080,171)	\$1,500,000	(\$236,763)	(\$2,000,000)	\$1,000,000
Estimated Fund Balance/ Working Capital 9/30/20	\$5,061,507	\$4,884,526	\$6,300,763	\$1,239,793	\$7,543,073	\$9,177,586
Estimated Fund Balance/ Working Capital 9/30/22	\$6,091,721	\$3,995,125	\$5,841,763	\$1,894,622	\$4,909,111	\$9,892,349

### TOTAL FY 2022 PROJECTED REVENUES & EXPENDITURES BY FUND

	Technology Infrastructure/ Security Fund	Economic Investment Fund	Commercial Vehicle Enforcement Fund	Hotel Occupancy Tax Fund	Court Security Fund	Court Technology Fund	Red Light Camera Fund
Projected Revenues	\$436,000	\$10,000	\$25,300	\$968,255	\$24,300	\$25,425	\$1,200
Projected Expenditures	\$1,408,250	\$232,500	\$157,095	\$890,750	\$72,435	\$8,830	\$128,705
Net Revenues	(\$972,250)	(\$222,500)	(\$131,795)	\$77,505	(\$48,135)	\$16,595	(\$127,505)
Total Other Sources (Uses)	\$500,000	\$150,000	\$150,000	(\$183,968)	\$0	\$0	(\$100,000)
Estimated Fund Balance/ Working Capital 9/30/20	\$7,174,640	\$2,817,279	\$81,359	\$1,772,414	\$393,755	\$276,915	\$550,222
Estimated Fund Balance/ Working Capital 9/30/22	\$6,702,390	\$2,744,779	\$99,564	\$1,665,951	\$345,620	\$293,510	\$322,717

**TOTAL FY 2022 PROJECTED REVENUES & EXPENDITURES BY FUND**

	Public Art Fund	Recycling Fund	CEDC Fund	SPDC Fund	Total
Projected Revenues	\$5,000	\$6,125	\$8,906,259	\$8,304,424	<b>\$120,245,965</b>
Projected Expenditures	\$68,100	\$5,600	\$6,955,966	\$4,638,219	<b>\$104,894,856</b>
Net Revenues	(\$63,100)	\$525	\$1,950,293	\$3,666,205	<b>\$15,351,110</b>
Total Other Sources (Uses)	\$45,238	\$0	(\$356,188)	(\$4,332,101)	<b>(\$20,308,000)</b>
Estimated Fund Balance/ Working Capital 9/30/20	\$338,918	\$70,895	\$11,668,851	\$12,751,588	<b>\$111,851,225</b>
Estimated Fund Balance/ Working Capital 9/30/22	\$321,056	\$71,420	\$13,262,955	\$12,085,692	<b>\$106,894,334</b>

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>City Secretary/Mayor/Council</b>						
Personnel	385,448	395,649	409,649	428,534	32,885	8.3%
Operations	87,142	150,617	150,617	150,617	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>472,590</b>	<b>546,266</b>	<b>560,266</b>	<b>579,151</b>	<b>32,885</b>	<b>6.0%</b>
<b>Human Resources</b>						
Personnel	590,715	636,960	640,960	671,946	34,986	5.5%
Operations	187,236	226,681	237,181	226,681	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>777,951</b>	<b>863,641</b>	<b>878,141</b>	<b>898,627</b>	<b>34,986</b>	<b>4.1%</b>
<b>City Manager's Office</b>						
Personnel	924,327	1,021,392	898,392	994,011	(27,381)	-2.7%
Operations	32,302	49,603	48,522	45,403	(4,200)	-8.5%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>956,629</b>	<b>1,070,995</b>	<b>946,914</b>	<b>1,039,414</b>	<b>(31,581)</b>	<b>-2.9%</b>
<b>Support Services</b>						
Personnel	727,077	735,576	738,377	784,032	48,456	6.6%
Operations	1,156,328	1,235,059	1,411,959	1,260,059	25,000	2.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,883,405</b>	<b>1,970,635</b>	<b>2,150,336</b>	<b>2,044,091</b>	<b>73,456</b>	<b>3.7%</b>
<b>Communications</b>						
Personnel	354,875	390,644	393,644	431,806	41,162	10.5%
Operations	85,774	113,652	109,297	124,251	10,599	9.3%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>440,649</b>	<b>504,296</b>	<b>502,941</b>	<b>556,057</b>	<b>51,761</b>	<b>10.3%</b>

**GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY**

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Information Technology</b>						
Personnel	928,361	1,041,591	1,036,671	1,112,928	71,337	6.8%
Operations	1,785,541	1,931,152	1,928,873	2,065,352	134,200	6.9%
Capital Outlay	24,580	0	8,279		(0)	-100.0%
<b>Total</b>	<b>2,738,482</b>	<b>2,972,743</b>	<b>2,973,823</b>	<b>3,178,280</b>	<b>205,537</b>	<b>6.9%</b>
<b>Finance</b>						
Personnel	1,001,083	1,099,305	1,102,605	1,138,239	38,934	3.5%
Operations	362,886	431,615	431,315	439,915	8,300	1.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,363,969</b>	<b>1,530,920</b>	<b>1,533,920</b>	<b>1,578,154</b>	<b>47,234</b>	<b>3.1%</b>
<b>Municipal Court</b>						
Personnel	634,855	659,290	661,490	694,130	34,840	5.3%
Operations	66,786	112,690	112,690	103,090	(9,600)	-8.5%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>701,641</b>	<b>771,980</b>	<b>774,180</b>	<b>797,220</b>	<b>25,240</b>	<b>3.3%</b>
<b>Teen Court</b>						
Personnel	141,656	154,678	146,678	154,285	(393)	-0.3%
Operations	9,089	14,731	14,731	14,731	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>150,745</b>	<b>169,409</b>	<b>161,409</b>	<b>169,016</b>	<b>(393)</b>	<b>-0.2%</b>
<b>Fire Services</b>						
Personnel	8,425,767	8,984,188	9,264,188	9,128,150	143,962	1.6%
Operations	726,625	764,684	774,335	773,084	8,400	1.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>9,152,392</b>	<b>9,748,872</b>	<b>10,038,523</b>	<b>9,901,234</b>	<b>152,362</b>	<b>1.6%</b>



### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Police Services</b>						
Personnel	5,747,688	6,722,508	6,374,258	6,898,437	175,929	2.6%
Operations	631,757	720,387	785,387	723,431	3,044	0.4%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>6,379,445</b>	<b>7,442,895</b>	<b>7,159,645</b>	<b>7,621,868</b>	<b>178,973</b>	<b>2.4%</b>
<b>Public Safety Support</b>						
Personnel	0	0	0	0	0	0.0%
Operations	1,438,994	1,512,464	1,565,214	1,529,464	17,000	1.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,438,994</b>	<b>1,512,464</b>	<b>1,565,214</b>	<b>1,529,464</b>	<b>17,000</b>	<b>1.1%</b>
<b>Building Inspection</b>						
Personnel	1,022,578	1,090,438	1,084,438	1,049,865	(40,573)	-3.7%
Operations	73,904	120,745	120,745	120,741	(4)	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,096,482</b>	<b>1,211,183</b>	<b>1,205,183</b>	<b>1,170,606</b>	<b>(40,577)</b>	<b>-3.4%</b>
<b>Streets/Drainage</b>						
Personnel	535,703	641,722	542,723	617,188	(24,534)	-3.8%
Operations	844,456	512,125	556,125	511,405	(720)	-0.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,380,159</b>	<b>1,153,847</b>	<b>1,098,848</b>	<b>1,128,593</b>	<b>(25,254)</b>	<b>-2.2%</b>
<b>Facility Maintenance</b>						
Personnel	488,254	518,765	506,765	517,811	(954)	-0.2%
Operations	1,160,263	1,191,411	1,391,411	1,251,411	60,000	5.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,648,517</b>	<b>1,710,176</b>	<b>1,898,176</b>	<b>1,769,222</b>	<b>59,046</b>	<b>3.5%</b>

**GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY**

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Public Works Administration</b>						
Personnel	1,317,175	1,183,354	1,128,954	1,418,681	235,327	19.9%
Operations	202,082	612,279	732,579	622,419	10,140	1.7%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,519,257</b>	<b>1,795,633</b>	<b>1,861,533</b>	<b>2,041,100</b>	<b>245,467</b>	<b>13.7%</b>
<b>Planning</b>						
Personnel	999,820	1,064,250	1,071,250	1,120,040	55,790	5.2%
Operations	35,797	54,608	54,608	55,770	1,162	2.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,035,617</b>	<b>1,118,858</b>	<b>1,125,858</b>	<b>1,175,810</b>	<b>56,952</b>	<b>5.1%</b>
<b>Economic Development</b>						
Personnel	99,659	199,829	148,829	190,068	(9,761)	-4.9%
Operations	50,370	61,577	60,377	67,927	6,350	10.3%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>150,029</b>	<b>261,406</b>	<b>209,206</b>	<b>257,995</b>	<b>(3,411)</b>	<b>-1.3%</b>
<b>Community Services</b>						
Personnel	714,536	1,067,468	852,221	995,512	(71,956)	-6.7%
Operations	196,288	355,975	318,483	366,319	10,344	2.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>910,824</b>	<b>1,423,443</b>	<b>1,170,704</b>	<b>1,361,831</b>	<b>(61,612)</b>	<b>-4.3%</b>
<b>Parks and Recreation</b>						
Personnel	2,150,164	2,399,336	2,310,336	2,504,766	105,430	4.4%
Operations	1,327,782	1,493,396	1,383,352	1,581,470	88,074	5.9%
Capital Outlay	0	0	11,932	0	0	0.0%
<b>Total</b>	<b>3,477,946</b>	<b>3,892,732</b>	<b>3,705,620</b>	<b>4,086,236</b>	<b>193,504</b>	<b>5.0%</b>

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
Library Services						
Personnel	613,833	628,410	636,410	665,649	37,239	5.9%
Operations	192,105	93,100	93,100	239,800	146,700	157.6%
Capital Outlay	0	120,000	120,000	0	(120,000)	-100.0%
<b>Total</b>	<b>805,938</b>	<b>841,510</b>	<b>849,510</b>	<b>905,449</b>	<b>63,939</b>	<b>7.6%</b>
<b>TOTAL GENERAL FUND</b>	<b>38,481,661</b>	<b>42,513,904</b>	<b>42,369,950</b>	<b>43,789,728</b>	<b>1,275,824</b>	<b>3.0%</b>



# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>UTILITY FUND</b>						
Utility Billing						
Personnel	457,491	462,020	462,020	482,342	20,322	4.4%
Operations	143,443	160,350	159,550	158,876	(1,474)	-0.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>600,934</b>	<b>622,370</b>	<b>621,570</b>	<b>641,218</b>	<b>18,848</b>	<b>3.0%</b>
<b>Water Utilities</b>						
Personnel	1,470,030	1,810,055	1,810,055	1,593,559	(216,496)	-12.0%
Operations	10,119,979	11,536,875	11,536,875	12,741,713	1,204,838	10.4%
Capital Outlay	130,159	0	0	0	0	0.0%
<b>Total</b>	<b>11,720,168</b>	<b>13,346,930</b>	<b>13,346,930</b>	<b>14,335,272</b>	<b>988,342</b>	<b>7.4%</b>
<b>Wastewater Utilities</b>						
Personnel	533,634	568,728	568,728	583,075	14,347	2.5%
Operations	4,947,675	5,513,766	5,513,766	5,668,466	154,700	2.8%
Capital Outlay	10,878	0	0	0	(0)	-100.0%
<b>Total</b>	<b>5,492,187</b>	<b>6,082,494</b>	<b>6,082,494</b>	<b>6,251,541</b>	<b>169,047</b>	<b>2.8%</b>
<b>Sanitation</b>						
Operations	1,849,418	1,855,200	1,974,000	1,977,600	122,400	6.6%
<b>Total</b>	<b>1,849,418</b>	<b>1,855,200</b>	<b>1,974,000</b>	<b>1,977,600</b>	<b>122,400</b>	<b>6.6%</b>
<b>Non-Departmentalized</b>						
Debt Service	4,186,761	3,898,426	3,898,426	3,329,147	(569,279)	-14.6%
<b>Total</b>	<b>4,186,761</b>	<b>3,898,426</b>	<b>3,898,426</b>	<b>3,329,147</b>	<b>(569,279)</b>	<b>-14.6%</b>
<b>TOTAL UTILITY FUND</b>	<b>23,849,468</b>	<b>25,805,420</b>	<b>25,923,420</b>	<b>26,534,778</b>	<b>729,358</b>	<b>2.8%</b>

# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>STORM WATER DISTRICT</b>						
Personnel	299,387	328,389	332,389	355,882	27,493	8.4%
Operations	324,581	300,946	296,946	325,126	24,180	8.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>623,968</b>	<b>629,335</b>	<b>629,335</b>	<b>681,008</b>	<b>51,673</b>	<b>8.2%</b>
<b>DEBT SERVICE FUND</b>						
Principal	6,506,675	6,766,201	6,766,201	4,675,306	(2,090,895)	-30.9%
Interest	1,216,124	853,720	853,720	651,326	(202,394)	-23.7%
Administrative Expenses	10,912	19,500	19,500	19,500	0	0.0%
<b>Total</b>	<b>7,733,711</b>	<b>7,639,421</b>	<b>7,639,421</b>	<b>5,346,132</b>	<b>(2,293,289)</b>	<b>-30.0%</b>
<b>SPECIAL REVENUE - REFORESTATION FUND</b>						
Operations	38,548	25,000	25,000	0	(25,000)	-100.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>38,548</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>(25,000)</b>	<b>-100.0%</b>
<b>FACILITY MAINTENANCE</b>						
Operations	0	62,500	62,500	0	(62,500)	-100.0%
Capital Outlay	0	595,510	595,510	308,237	(287,273)	-48.2%
<b>Total</b>	<b>0</b>	<b>658,010</b>	<b>658,010</b>	<b>308,237</b>	<b>(349,773)</b>	<b>-53.2%</b>
<b>SPECIAL REVENUE - PARK DEDICATION FUND</b>						
Operations	0	0	0	0	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>SPECIAL REVENUE - PARK AND RECREATION</b>						
Operations	16,749	72,500	25,000	72,500	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
Total	16,749	72,500	25,000	72,500	0	0.0%
<b>SPECIAL REVENUE - LIBRARY DONATION FUND</b>						
Operations	2,984	8,000	5,000	8,000	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
Total	2,984	8,000	5,000	8,000	0	0.0%
<b>TIF FUND</b>						
Personnel	201,311	265,953	265,953	275,632	9,679	3.6%
Operations	7,920,352	7,694,900	7,008,044	7,363,423	(331,477)	-4.3%
Capital Outlay	595,991	2,486,530	2,486,530	1,415,000	(1,071,530)	-43.1%
Total	8,717,654	10,447,383	9,760,527	9,054,055	(1,393,328)	-13.3%
<b>CRIME CONTROL DISTRICT FUND</b>						
Personnel	1,039,106	1,144,884	1,144,884	1,171,691	26,807	2.3%
Operations	439,756	177,146	177,146	576,814	399,668	225.6%
Capital Outlay	0	420,000	143,309	65,000	(355,000)	-84.5%
Total	1,478,862	1,742,030	1,465,339	1,813,505	71,475	4.1%

### ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>SPDC FUND</b>						
Personnel	248,352	257,508	257,508	278,743	21,235	8.2%
Operations & Maintenance	1,142,888	1,258,980	1,262,180	1,366,480	107,500	8.5%
Capital Outlay	39,761	45,200	45,200	190,200	145,000	320.8%
Debt Service	2,823,572	2,821,224	2,821,224	2,802,796	(18,428)	-0.7%
<b>Total</b>	<b>4,254,573</b>	<b>4,382,912</b>	<b>4,386,112</b>	<b>4,638,219</b>	<b>255,307</b>	<b>5.8%</b>
<b>STRATEGIC INITIATIVE FUND</b>						
Capital Outlay	207,167	150,000	150,000	643,462	493,462	329.0%
<b>Total</b>	<b>207,167</b>	<b>150,000</b>	<b>150,000</b>	<b>643,462</b>	<b>493,462</b>	<b>329.0%</b>
<b>VEHICLE REPLACEMENT</b>						
Capital	1,511,828	2,233,000	2,233,000	2,077,000	(156,000)	-7.0%
<b>Total</b>	<b>1,511,828</b>	<b>2,233,000</b>	<b>2,233,000</b>	<b>2,077,000</b>	<b>(156,000)</b>	<b>-7.0%</b>
<b>HOTEL OCCUPANCY FUND</b>						
Personnel	194,613	219,723	219,223	230,811	11,088	5.0%
Operations	446,491	627,189	627,689	629,939	2,750	0.4%
Capital	0	0	0	30,000	30,000	299999900.0%
<b>Total</b>	<b>641,104</b>	<b>846,912</b>	<b>846,912</b>	<b>890,750</b>	<b>43,838</b>	<b>5.2%</b>
<b>COURT SECURITY FUND</b>						
Personnel	23,639	47,021	47,021	58,145	11,124	23.7%
Operations	6,382	12,220	12,220	14,290	2,070	16.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>30,021</b>	<b>59,241</b>	<b>59,241</b>	<b>72,435</b>	<b>13,194</b>	<b>22.3%</b>



# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>COURT TECHNOLOGY FUND</b>						
Operations	157,584	37,830	37,830	8,830	(29,000)	-76.7%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>157,584</b>	<b>37,830</b>	<b>37,830</b>	<b>8,830</b>	<b>(29,000)</b>	<b>-76.7%</b>
<b>RECYCLING FUND</b>						
Operations	3,000	3,000	5,600	5,600	2,600	86.7%
<b>Total</b>	<b>3,000</b>	<b>3,000</b>	<b>5,600</b>	<b>5,600</b>	<b>2,600</b>	<b>86.7%</b>
<b>RED LIGHT CAMERA FUND</b>						
Personnel	0	0	0	0	0	0.0%
Operations	60,264	157,705	157,705	128,705	(29,000)	-18.4%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>60,264</b>	<b>157,705</b>	<b>157,705</b>	<b>128,705</b>	<b>(29,000)</b>	<b>-18.4%</b>
<b>PUBLIC ART FUND</b>						
Operations	52,788	68,100	68,100	68,100	0	0.0%
Capital	0	0	0	0	0	0.0%
<b>Total</b>	<b>52,788</b>	<b>68,100</b>	<b>68,100</b>	<b>68,100</b>	<b>0</b>	<b>0.0%</b>
<b>COMMERCIAL VEHICLE ENFORCEMENT</b>						
Personnel	136,578	145,226	145,226	148,944	3,718	2.6%
Operations	12,098	8,148	8,148	8,151	3	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>148,676</b>	<b>153,374</b>	<b>153,374</b>	<b>157,095</b>	<b>3,721</b>	<b>2.4%</b>

**ALL FUNDS SUMMARY (OTHER FUNDS) - EXPENDITURES BY FUND / DIVISION / CATEGORY**

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>CEDC FUND</b>						
Personnel	1,813,267	2,606,214	2,606,214	2,729,159	122,945	4.7%
Operations & Maintenance	1,321,199	1,584,147	1,513,808	1,640,580	56,433	3.6%
Capital Outlay	0	0	0	0	0	0.0%
Debt Service	2,447,406	2,436,806	2,436,806	2,451,056	14,250	0.6%
<b>Total</b>	<b>5,581,872</b>	<b>6,627,167</b>	<b>6,556,828</b>	<b>6,820,795</b>	<b>193,628</b>	<b>2.9%</b>
<b>CEDC REPLACEMENT</b>						
Capital	0	0	0	135,171	135,171	1351709900.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135,171</b>	<b>135,171</b>	<b>1351709900.0%</b>
<b>ECONOMIC INVESTMENT FUND</b>						
Operations	86,215	50,000	867,500	232,500	182,500	365.0%
Capital	0	0	0	0	0	0.0%
<b>Total</b>	<b>86,215</b>	<b>50,000</b>	<b>867,500</b>	<b>232,500</b>	<b>182,500</b>	<b>365.0%</b>
<b>TECHNOLOGY INFRASTRUCTURE AND SECURITY FUND</b>						
Operations	490,249	400,000	400,000	1,025,000	625,000	156.2%
Capital	570,789	405,000	405,000	383,250	(21,750)	-5.4%
<b>Total</b>	<b>1,061,038</b>	<b>805,000</b>	<b>805,000</b>	<b>1,408,250</b>	<b>603,250</b>	<b>74.9%</b>
<b>GRAND TOTAL - ALL FUNDS</b>	<b>94,739,735</b>	<b>105,115,244</b>	<b>104,828,204</b>	<b>104,645,050</b>	<b>(470,195)</b>	<b>-0.4%</b>

### ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>General Fund</b>						
Personnel	27,803,574	30,635,353	29,948,838	31,516,388	881,035	2.9%
Operations	10,653,507	11,758,551	12,280,901	12,273,340	514,789	4.4%
Capital Outlay	24,580	120,000	140,211	0	(120,000)	-100.0%
<b>Total</b>	<b>38,481,661</b>	<b>42,513,904</b>	<b>42,369,950</b>	<b>43,789,728</b>	<b>1,275,824</b>	<b>3.0%</b>
<b>Utility Fund</b>						
Personnel	2,461,155	2,840,803	2,840,803	2,658,976	(181,827)	-6.4%
Operations	17,060,515	19,066,191	19,184,191	20,546,655	1,480,464	7.8%
Capital Outlay	141,037	0	0	0	(0)	-33.3%
Debt Service	4,186,761	3,898,426	3,898,426	3,329,147	(569,279)	-14.6%
<b>Total</b>	<b>23,849,468</b>	<b>25,805,420</b>	<b>25,923,420</b>	<b>26,534,778</b>	<b>729,358</b>	<b>2.8%</b>
<b>Stormwater District</b>						
Personnel	299,387	328,389	332,389	355,882	27,493	8.4%
Operations	324,581	300,946	296,946	325,126	24,180	8.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>623,968</b>	<b>629,335</b>	<b>629,335</b>	<b>681,008</b>	<b>51,673</b>	<b>8.2%</b>
<b>Debt Service Fund</b>						
Debt Service	7,733,711	7,639,421	7,639,421	5,346,132	(2,293,289)	-30.0%
<b>Total</b>	<b>7,733,711</b>	<b>7,639,421</b>	<b>7,639,421</b>	<b>5,346,132</b>	<b>(2,293,289)</b>	<b>-30.0%</b>

**ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY**

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Special Revenue - Reforestation Fund</b>						
Operations	38,548	25,000	25,000	0	(25,000)	-100.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>38,548</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>(25,000)</b>	<b>-100.0%</b>
<b>Facility Maintenance</b>						
Operations	0	62,500	62,500	0	(62,500)	-100.0%
Capital Outlay	0	595,510	595,510	308,237	(287,273)	-48.2%
<b>Total</b>	<b>0</b>	<b>658,010</b>	<b>658,010</b>	<b>308,237</b>	<b>(349,773)</b>	<b>-53.2%</b>
<b>Special Revenue - Park Dedication</b>						
Operations	0	0	0	0	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Special Revenue - Parks and Recreation</b>						
Operations	16,749	72,500	25,000	72,500	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>16,749</b>	<b>72,500</b>	<b>25,000</b>	<b>72,500</b>	<b>0</b>	<b>0.0%</b>
<b>Special Revenue - Library Donation Fund</b>						
Operations	2,984	8,000	5,000	8,000	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>2,984</b>	<b>8,000</b>	<b>5,000</b>	<b>8,000</b>	<b>0</b>	<b>0.0%</b>

# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>TIF Fund</b>						
Personnel	201,311	265,953	265,953	275,632	9,679	3.6%
Operations	7,920,352	7,694,900	7,008,044	7,363,423	(331,477)	-4.3%
Capital Outlay	595,991	2,486,530	2,486,530	1,415,000	(1,071,530)	-43.1%
<b>Total</b>	<b>8,717,654</b>	<b>10,447,383</b>	<b>9,760,527</b>	<b>9,054,055</b>	<b>(1,393,328)</b>	<b>-13.3%</b>
<b>Crime Control District Fund</b>						
Personnel	1,039,106	1,144,884	1,144,884	1,171,691	26,807	2.3%
Operations	439,756	177,146	177,146	576,814	399,668	225.6%
Capital Outlay	0	420,000	143,309	65,000	(355,000)	100.0%
<b>Total</b>	<b>1,478,862</b>	<b>1,742,030</b>	<b>1,465,339</b>	<b>1,813,505</b>	<b>71,475</b>	<b>4.1%</b>
<b>SPDC Fund</b>						
Personnel	248,352	257,508	257,508	278,743	21,235	8.2%
Operations	1,142,888	1,258,980	1,262,180	1,366,480	107,500	8.5%
Capital Outlay	39,761	45,200	45,200	190,200	145,000	320.8%
Debt Service	2,823,572	2,821,224	2,821,224	2,802,796	(18,428)	-0.7%
<b>Total</b>	<b>4,254,573</b>	<b>4,382,912</b>	<b>4,386,112</b>	<b>4,638,219</b>	<b>255,307</b>	<b>5.8%</b>
<b>Strategic Initiative Fund</b>						
Capital Outlay	207,167	150,000	150,000	643,462	493,462	329.0%
<b>Total</b>	<b>207,167</b>	<b>150,000</b>	<b>150,000</b>	<b>643,462</b>	<b>493,462</b>	<b>329.0%</b>

**ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY**

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Vehicle Replacement</b>						
Capital Outlay	1,511,828	2,233,000	2,233,000	2,077,000	(156,000)	-7.0%
<b>Total</b>	<b>1,511,828</b>	<b>2,233,000</b>	<b>2,233,000</b>	<b>2,077,000</b>	<b>(156,000)</b>	<b>-7.0%</b>
<b>Hotel Occupancy Fund</b>						
Personnel	194,613	219,723	219,223	230,811	11,088	5.0%
Operations	446,491	627,189	627,689	629,939	2,750	0.4%
Capital Outlay	0	0	0	30,000	30,000	299999900.0%
<b>Total</b>	<b>641,104</b>	<b>846,912</b>	<b>846,912</b>	<b>890,750</b>	<b>43,838</b>	<b>5.2%</b>
<b>Court Security Fund</b>						
Personnel	23,639	47,021	47,021	58,145	11,124	23.7%
Operations	6,382	12,220	12,220	14,290	2,070	16.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>30,021</b>	<b>59,241</b>	<b>59,241</b>	<b>72,435</b>	<b>13,194</b>	<b>22.3%</b>
<b>Court Technology Fund</b>						
Operations	157,584	37,830	37,830	8,830	(29,000)	-76.7%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>157,584</b>	<b>37,830</b>	<b>37,830</b>	<b>8,830</b>	<b>(29,000)</b>	<b>-76.7%</b>
<b>Recycling Fund</b>						
Operations	3,000	3,000	5,600	5,600	2,600	86.7%
<b>Total</b>	<b>3,000</b>	<b>3,000</b>	<b>5,600</b>	<b>5,600</b>	<b>2,600</b>	<b>86.7%</b>

# FUND SUMMARIES

## ALL FUNDS

### ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY

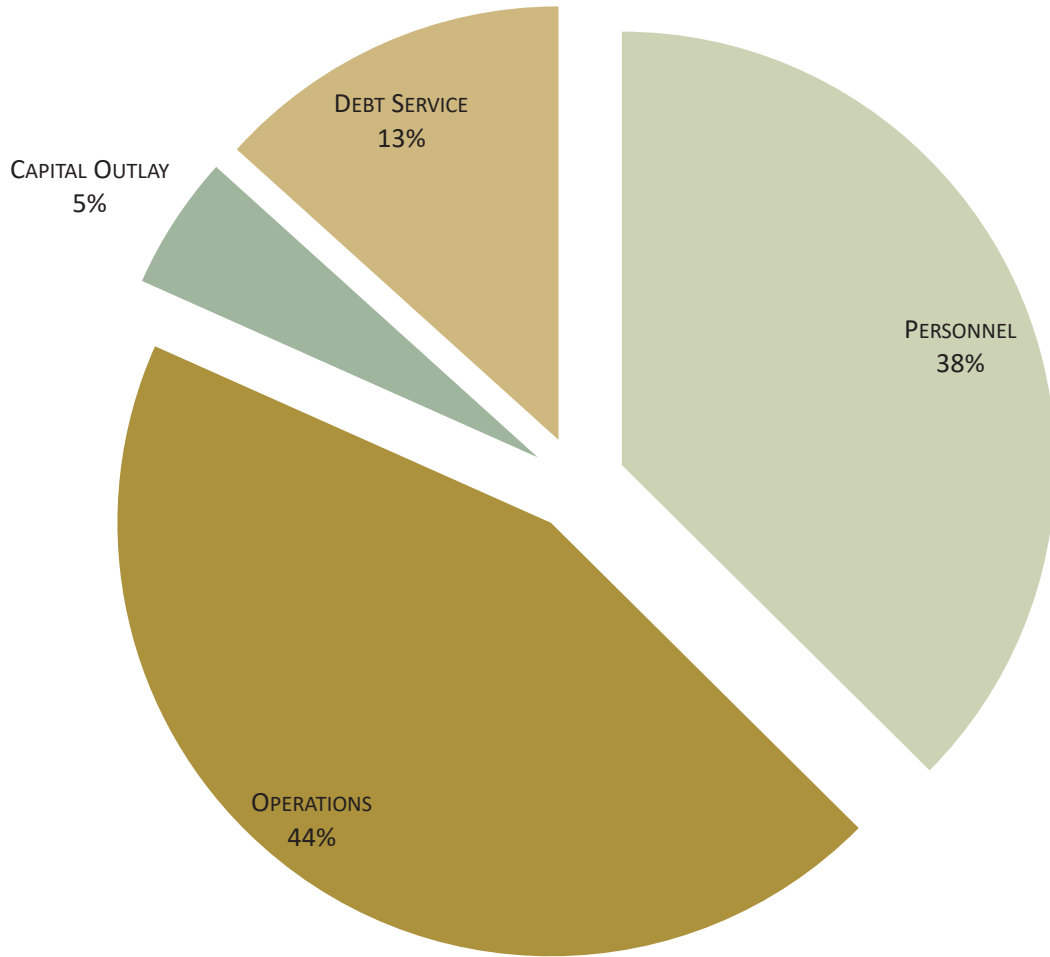
	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Red Light Camera Fund</b>						
Personnel	0	0	0	0	0	0.0%
Operations	60,264	157,705	157,705	128,705	(29,000)	-18.4%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>60,264</b>	<b>157,705</b>	<b>157,705</b>	<b>128,705</b>	<b>(29,000)</b>	<b>-18.4%</b>
<b>Public Art Fund</b>						
Operations	52,788	68,100	68,100	68,100	0	0.0%
Capital	0	0	0	0	0	0.0%
<b>Total</b>	<b>52,788</b>	<b>68,100</b>	<b>68,100</b>	<b>68,100</b>	<b>0</b>	<b>0.0%</b>
<b>Commercial Vehicle Enforcement Fund</b>						
Personnel	136,578	145,226	145,226	148,944	3,718	2.6%
Operations	12,098	8,148	8,148	8,151	3	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>148,676</b>	<b>153,374</b>	<b>153,374</b>	<b>157,095</b>	<b>3,721</b>	<b>2.4%</b>
<b>Community Enhancement and Development Corporation</b>						
Personnel	1,813,267	2,606,214	2,606,214	2,729,159	122,945	4.7%
Operations	1,321,199	1,584,147	1,513,808	1,640,580	56,433	3.6%
Capital Outlay	0	0	0	0	0	0.0%
Debt Service	2,447,406	2,436,806	2,436,806	2,451,056	14,250	0.6%
<b>Total</b>	<b>5,581,872</b>	<b>6,627,167</b>	<b>6,556,828</b>	<b>6,820,795</b>	<b>193,628</b>	<b>2.9%</b>

**ALL FUNDS SUMMARY - EXPENDITURES BY FUND / CATEGORY**

	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>CEDC REPLACEMENT</b>						
Capital	0	0	0	135,171	135,171	1351709900.0%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135,171</b>	<b>135,171</b>	<b>1351709900.0%</b>
<b>Economic Investment Fund</b>						
Operations	86,215	50,000	867,500	232,500	182,500	365.0%
Capital	0	0	0	0	0	0.0%
<b>Total</b>	<b>86,215</b>	<b>50,000</b>	<b>867,500</b>	<b>232,500</b>	<b>182,500</b>	<b>365.0%</b>
<b>Technology Infrastructure and Security Fund</b>						
Operations	490,249	400,000	400,000	1,025,000	625,000	156.2%
Capital	570,789	405,000	405,000	383,250	(21,750)	-5.4%
<b>Total</b>	<b>1,061,038</b>	<b>805,000</b>	<b>805,000</b>	<b>1,408,250</b>	<b>603,250</b>	<b>74.9%</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>94,739,735</b>	<b>105,115,244</b>	<b>104,828,204</b>	<b>104,894,856</b>	<b>(220,389)</b>	<b>-0.2%</b>
<b>EXPENDITURE CATEGORY</b>						
Personnel	34,220,982	38,491,074	37,808,059	39,424,371	933,297	2.4%
Operations	40,236,150	43,373,053	44,025,508	46,294,033	2,920,980	6.7%
Capital Outlay	3,091,153	6,455,240	6,198,760	5,247,320	(1,207,920)	-18.7%
Debt Service	17,191,450	16,795,877	16,795,877	13,929,131	(2,866,746)	-17.1%
<b>GRAND TOTAL ALL FUNDS</b>	<b>94,739,735</b>	<b>105,115,244</b>	<b>104,828,204</b>	<b>104,894,856</b>	<b>(220,389)</b>	<b>-0.2%</b>



ALL FUNDS - FY 2022 ADOPTED TOTAL EXPENDITURES BY CATEGORY

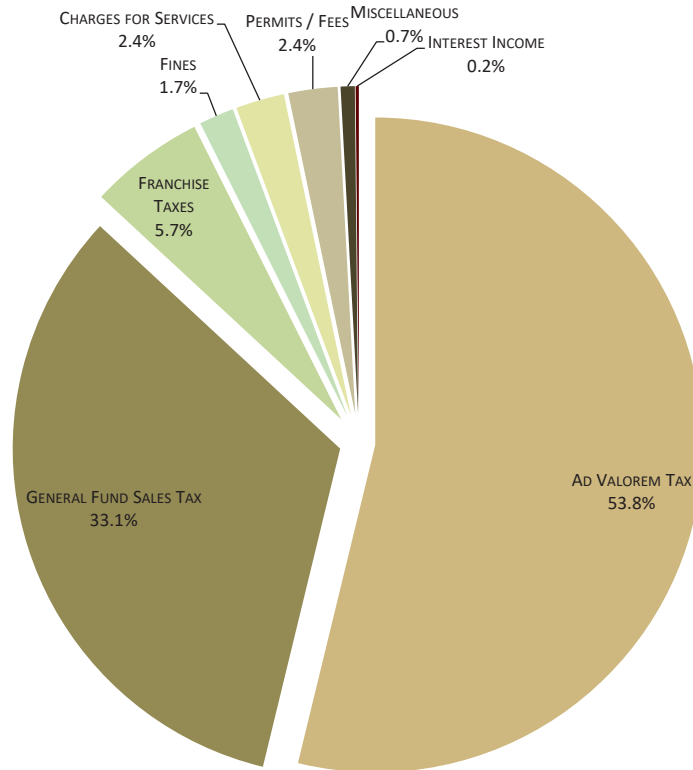




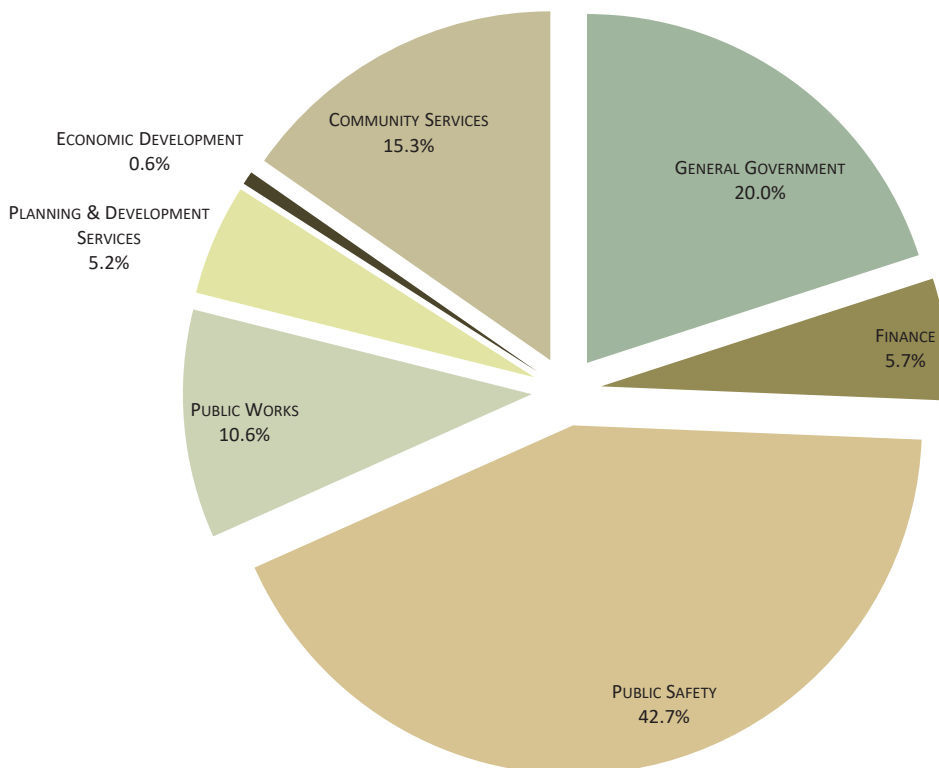
# GENERAL FUND EXPENDITURES

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

### WHERE THE MONEY COMES FROM (GENERAL FUND)



### WHERE THE MONEY GOES (GENERAL FUND)



# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/- Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/- Decrease
Ad Valorem Taxes	\$25,072,864	\$25,581,525	\$25,581,525	\$0	0.0%	\$26,662,376	\$1,080,851	4.2%
Sales Tax	15,660,985	14,312,000	16,166,000	1,854,000	13.0%	16,405,450	2,093,450	14.6%
Franchise Taxes	2,811,573	2,891,360	2,736,841	(154,519)	-5.3%	2,825,446	(65,914)	-2.3%
Fines	822,853	855,000	853,000	(2,000)	-0.2%	853,500	(1,500)	-0.2%
Charges for Services	906,021	999,930	925,632	(74,298)	-7.4%	1,192,337	192,407	19.2%
Permits/Fees	2,342,611	1,264,100	1,214,100	(50,000)	-4.0%	1,202,100	(62,000)	-4.9%
Miscellaneous	702,006	345,000	373,900	28,900	8.4%	345,000	0	0.0%
Interest Income	265,381	185,000	74,000	(111,000)	-60.0%	77,700	(107,300)	-58.0%
<b>Total Revenues</b>	<b>\$48,584,294</b>	<b>\$46,433,915</b>	<b>\$47,924,998</b>	<b>\$1,491,083</b>	<b>3.2%</b>	<b>\$49,563,909</b>	<b>\$3,129,994</b>	<b>6.7%</b>
EXPENDITURES								
City Secretary	\$472,590	\$546,266	\$560,266	\$14,000	2.6%	\$579,151	\$32,885	6.0%
Human Resources	777,951	863,641	\$878,141	14,500	1.7%	898,627	34,986	4.1%
City Manager	956,629	1,070,995	946,914	(124,081)	-11.6%	1,039,414	(31,581)	-2.9%
Information Technology	2,738,482	2,972,743	2,973,823	1,080	0.0%	3,178,280	205,537	6.9%
Communications	440,649	504,296	502,941	(1,355)	-0.3%	556,057	51,761	10.3%
Support Services	1,883,405	1,970,635	2,150,336	179,701	9.1%	2,044,091	73,456	3.7%
<b>General Gov. Total</b>	<b>\$7,269,706</b>	<b>\$7,928,576</b>	<b>\$8,012,421</b>	<b>\$83,845</b>	<b>1.1%</b>	<b>\$8,295,620</b>	<b>\$367,044</b>	<b>4.6%</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/- Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/- Decrease
Finance	1,363,969	1,530,920	1,533,920	3,000	0.2%	1,578,154	47,234	3.1%
Municipal Court	701,641	771,980	774,180	2,200	0.3%	797,220	25,240	3.3%
Teen Court	150,745	169,409	161,409	(8,000)	-4.7%	169,016	(393)	-0.2%
<b>Finance Total</b>	<b>\$2,216,355</b>	<b>\$2,472,309</b>	<b>\$2,469,509</b>	<b>(\$2,800)</b>	<b>-0.1%</b>	<b>\$2,544,390</b>	<b>\$72,081</b>	<b>2.9%</b>
Fire	9,152,392	9,748,872	10,038,523	289,651	3.0%	9,901,234	152,362	1.6%
Police	6,379,445	7,442,895	7,159,645	(283,250)	-3.8%	7,621,868	178,973	2.4%
Public Safety Support	1,438,994	1,512,464	1,565,214	52,750	3.5%	1,529,464	17,000	1.1%
<b>Public Safety Total</b>	<b>\$16,970,831</b>	<b>\$18,704,231</b>	<b>\$18,763,382</b>	<b>\$59,151</b>	<b>0.3%</b>	<b>\$19,052,566</b>	<b>\$348,335</b>	<b>1.9%</b>
Streets/Drainage	1,380,159	1,153,847	1,098,848	(54,999)	-4.8%	1,128,593	(25,254)	-2.2%
Facility Maintenance	1,648,517	1,710,176	1,898,176	188,000	11.0%	1,769,222	59,046	3.5%
Public Works Admin	1,519,257	1,795,633	1,861,533	65,900	3.7%	2,041,100	245,467	13.7%
<b>Public Works Total</b>	<b>\$4,547,933</b>	<b>\$4,659,656</b>	<b>\$4,858,557</b>	<b>\$198,901</b>	<b>4.3%</b>	<b>\$4,938,915</b>	<b>\$279,259</b>	<b>6.0%</b>
Building Inspections	1,096,482	1,211,183	1,205,183	(6,000)	-0.5%	1,170,606	(40,577)	-3.4%
Planning	1,035,617	1,118,858	1,125,858	7,000	0.6%	1,175,810	56,952	5.1%
<b>Planning and Dev Total</b>	<b>\$2,132,099</b>	<b>\$2,330,041</b>	<b>\$2,331,041</b>	<b>\$1,000</b>	<b>0.0%</b>	<b>\$2,346,416</b>	<b>\$16,375</b>	<b>0.7%</b>
Economic Development	150,029	261,406	209,206	(52,200)	-20.0%	257,995	(3,411)	-1.3%
<b>Economic Dev. Total</b>	<b>\$150,029</b>	<b>\$261,406</b>	<b>\$209,206</b>	<b>(\$52,200)</b>	<b>-20.0%</b>	<b>\$257,995</b>	<b>(\$3,411)</b>	<b>-1.3%</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase / (Decrease) Adopted	% Increase/- Decrease	2022 Adopted	\$ Increase / (Decrease)	% Increase/- Decrease
Community Services	910,824	1,423,443	1,170,704	(252,739)	-17.8%	1,361,831	(61,612)	-4.3%
Parks and Recreation	3,477,946	3,892,732	3,705,620	(187,112)	-4.8%	4,086,236	193,504	5.0%
Library Services	805,938	841,510	849,510	8,000	1.0%	905,449	63,939	7.6%
<b>Community Svcs. Total</b>	<b>\$5,194,708</b>	<b>\$6,157,685</b>	<b>\$5,725,834</b>	<b>(\$431,851)</b>	<b>-7.0%</b>	<b>\$6,353,516</b>	<b>\$195,831</b>	<b>3.2%</b>
<b>Total Expenditures</b>	<b>\$38,481,661</b>	<b>\$42,513,904</b>	<b>\$42,369,950</b>	<b>(\$143,954)</b>	<b>-0.3%</b>	<b>\$43,789,728</b>	<b>\$1,275,824</b>	<b>3.0%</b>
<b>Net Revenues</b>	<b>\$10,102,633</b>	<b>\$3,920,011</b>	<b>\$5,555,048</b>	<b>\$1,635,037</b>		<b>\$5,774,181</b>	<b>\$1,854,170</b>	
Lease Proceeds	\$0	\$0	\$0	\$0		\$0		
Transfers In	1,995,006	1,980,992	2,109,442	128,450		2,174,423		
Transfers Out	(\$10,650,000)	(\$5,790,000)	(\$11,050,000)	(5,260,000)		(\$7,600,000)		
<b>Total Other Sources (Uses)</b>	<b>(\$8,654,994)</b>	<b>(\$3,809,008)</b>	<b>(\$8,940,558)</b>	<b>(\$5,131,550)</b>		<b>(\$5,425,577)</b>		
Beginning Fund Balance	\$12,601,730	\$14,049,369	\$14,049,369			\$10,663,859		
Residual Equity Transfer		\$0	\$0			\$0		
<b>Ending Fund Balance</b>	<b>\$14,049,369</b>	<b>\$14,160,372</b>	<b>\$10,663,859</b>			<b>\$11,012,462</b>		
Fund balance percentage	36.51%	33.31%	25.17%			25.15%		

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
City Secretary/Mayor/Council						
Personnel	385,448	395,649	409,649	428,534	32,885	8.3%
Operations	87,142	150,617	150,617	150,617	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>472,590</b>	<b>546,266</b>	<b>560,266</b>	<b>579,151</b>	<b>32,885</b>	<b>6.0%</b>
Human Resources						
Personnel	590,715	636,960	640,960	671,946	34,986	5.5%
Operations	187,236	226,681	237,181	226,681	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>777,951</b>	<b>863,641</b>	<b>878,141</b>	<b>898,627</b>	<b>34,986</b>	<b>4.1%</b>
City Manager's Office						
Personnel	924,327	1,021,392	898,392	994,011	(27,381)	-2.7%
Operations	32,302	49,603	48,522	45,403	(4,200)	-8.5%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>956,629</b>	<b>1,070,995</b>	<b>946,914</b>	<b>1,039,414</b>	<b>(31,581)</b>	<b>-2.9%</b>
Support Services						
Personnel	727,077	735,576	738,377	784,032	48,456	6.6%
Operations	1,156,328	1,235,059	1,411,959	1,260,059	25,000	2.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,883,405</b>	<b>1,970,635</b>	<b>2,150,336</b>	<b>2,044,091</b>	<b>73,456</b>	<b>3.7%</b>
Communications						
Personnel	354,875	390,644	393,644	431,806	41,162	10.5%
Operations	85,774	113,652	109,297	124,251	10,599	9.3%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>440,649</b>	<b>504,296</b>	<b>502,941</b>	<b>556,057</b>	<b>51,761</b>	<b>10.3%</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
Information Technology						
Personnel	928,361	1,041,591	1,036,671	1,112,928	71,337	6.8%
Operations	1,785,541	1,931,152	1,928,873	2,065,352	134,200	6.9%
Capital Outlay	24,580	0	8,279		(0)	-100.0%
<b>Total</b>	<b>2,738,482</b>	<b>2,972,743</b>	<b>2,973,823</b>	<b>3,178,280</b>	<b>205,537</b>	<b>6.9%</b>
Finance						
Personnel	1,001,083	1,099,305	1,102,605	1,138,239	38,934	3.5%
Operations	362,886	431,615	431,315	439,915	8,300	1.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,363,969</b>	<b>1,530,920</b>	<b>1,533,920</b>	<b>1,578,154</b>	<b>47,234</b>	<b>3.1%</b>
Municipal Court						
Personnel	634,855	659,290	661,490	694,130	34,840	5.3%
Operations	66,786	112,690	112,690	103,090	(9,600)	-8.5%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>701,641</b>	<b>771,980</b>	<b>774,180</b>	<b>797,220</b>	<b>25,240</b>	<b>3.3%</b>
Teen Court						
Personnel	141,656	154,678	146,678	154,285	(393)	-0.3%
Operations	9,089	14,731	14,731	14,731	0	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>150,745</b>	<b>169,409</b>	<b>161,409</b>	<b>169,016</b>	<b>(393)</b>	<b>-0.2%</b>
Fire Services						
Personnel	8,425,767	8,984,188	9,264,188	9,128,150	143,962	1.6%
Operations	726,625	764,684	774,335	773,084	8,400	1.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>9,152,392</b>	<b>9,748,872</b>	<b>10,038,523</b>	<b>9,901,234</b>	<b>152,362</b>	<b>1.6%</b>



# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
<b>Police Services</b>						
Personnel	5,747,688	6,722,508	6,374,258	6,898,437	175,929	2.6%
Operations	631,757	720,387	785,387	723,431	3,044	0.4%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>6,379,445</b>	<b>7,442,895</b>	<b>7,159,645</b>	<b>7,621,868</b>	<b>178,973</b>	<b>2.4%</b>
<b>Public Safety Support</b>						
Personnel	0	0	0	0	0	0.0%
Operations	1,438,994	1,512,464	1,565,214	1,529,464	17,000	1.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,438,994</b>	<b>1,512,464</b>	<b>1,565,214</b>	<b>1,529,464</b>	<b>17,000</b>	<b>1.1%</b>
<b>Building Inspection</b>						
Personnel	1,022,578	1,090,438	1,084,438	1,049,865	(40,573)	-3.7%
Operations	73,904	120,745	120,745	120,741	(4)	0.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,096,482</b>	<b>1,211,183</b>	<b>1,205,183</b>	<b>1,170,606</b>	<b>(40,577)</b>	<b>-3.4%</b>
<b>Streets/Drainage</b>						
Personnel	535,703	641,722	542,723	617,188	(24,534)	-3.8%
Operations	844,456	512,125	556,125	511,405	(720)	-0.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,380,159</b>	<b>1,153,847</b>	<b>1,098,848</b>	<b>1,128,593</b>	<b>(25,254)</b>	<b>-2.2%</b>
<b>Facility Maintenance</b>						
Personnel	488,254	518,765	506,765	517,811	(954)	-0.2%
Operations	1,160,263	1,191,411	1,391,411	1,251,411	60,000	5.0%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,648,517</b>	<b>1,710,176</b>	<b>1,898,176</b>	<b>1,769,222</b>	<b>59,046</b>	<b>3.5%</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
Public Works Administration						
Personnel	1,317,175	1,183,354	1,128,954	1,418,681	235,327	19.9%
Operations	202,082	612,279	732,579	622,419	10,140	1.7%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,519,257</b>	<b>1,795,633</b>	<b>1,861,533</b>	<b>2,041,100</b>	<b>245,467</b>	<b>13.7%</b>
Planning						
Personnel	999,820	1,064,250	1,071,250	1,120,040	55,790	5.2%
Operations	35,797	54,608	54,608	55,770	1,162	2.1%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>1,035,617</b>	<b>1,118,858</b>	<b>1,125,858</b>	<b>1,175,810</b>	<b>56,952</b>	<b>5.1%</b>
Economic Development						
Personnel	99,659	199,829	148,829	190,068	(9,761)	-4.9%
Operations	50,370	61,577	60,377	67,927	6,350	10.3%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>150,029</b>	<b>261,406</b>	<b>209,206</b>	<b>257,995</b>	<b>(3,411)</b>	<b>-1.3%</b>
Community Services						
Personnel	714,536	1,067,468	852,221	995,512	(71,956)	-6.7%
Operations	196,288	355,975	318,483	366,319	10,344	2.9%
Capital Outlay	0	0	0	0	0	0.0%
<b>Total</b>	<b>910,824</b>	<b>1,423,443</b>	<b>1,170,704</b>	<b>1,361,831</b>	<b>(61,612)</b>	<b>-4.3%</b>
Parks and Recreation						
Personnel	2,150,164	2,399,336	2,310,336	2,504,766	105,430	4.4%
Operations	1,327,782	1,493,396	1,383,352	1,581,470	88,074	5.9%
Capital Outlay	0	0	11,932	0	0	0.0%
<b>Total</b>	<b>3,477,946</b>	<b>3,892,732</b>	<b>3,705,620</b>	<b>4,086,236</b>	<b>193,504</b>	<b>5.0%</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND SUMMARY

### GENERAL FUND SUMMARY - EXPENDITURES BY DIVISION / CATEGORY

GENERAL FUND	2020 Actual	2021 Adopted Budget	2021 Amended Budget	2022 Adopted Budget	\$ Increase / (Decrease) Adopted	% Increase / -Decrease Adopted
Library Services						
Personnel	613,833	628,410	636,410	665,649	37,239	5.9%
Operations	192,105	93,100	93,100	239,800	146,700	157.6%
Capital Outlay	0	120,000	120,000	0	(120,000)	-100.0%
<b>Total</b>	<b>805,938</b>	<b>841,510</b>	<b>849,510</b>	<b>905,449</b>	<b>63,939</b>	<b>7.6%</b>
<b>TOTAL GENERAL FUND</b>	<b>38,481,661</b>	<b>42,513,904</b>	<b>42,369,950</b>	<b>43,789,728</b>	<b>1,275,824</b>	<b>3.0%</b>



# STRATEGIC INITIATIVE FUND

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

The Strategic Initiative Fund (SIF) was created in FY 2006 for the purpose of taking General Fund balance reserves in excess of the City identified optimal fund balance level and using them for one-time expenditures for high-impact projects such as infrastructure maintenance, community enhancement, technology and capital acquisition.

The City of Southlake is recognized for its strong financial management as evidenced by the assignment of 'AAA' ratings by both Standard and Poor's and Fitch Rating Services. Two 'AAA' ratings put the City into a small and elite group of municipalities that enjoy the highest possible credit ratings assigned.

In the most recent credit report issued, S&P noted the following: "We view the City's management as very strong, with "strong" financial policies and practices under our Financial Management Assessment methodology, indicating financial practices are strong, well embedded, and likely sustainable. Management uses historical trends, departmental needs, and statistical information to forecast revenue and expenditures. Management has developed an informal long-term financial plan and a formal five-year capital improvement plan with identified funding sources. Officials monitor the budget monthly and make adjustments midyear. The city has a written, in-depth, and conservative investment policy, and makes quarterly updates to the governing body. Debt management guidelines outline when city officials can issue debt. A formal reserve policy targets reserves of at least 25% of operating expenditures for emergencies." The Fitch Rating report notes, "Robust planning and prudent cost management support maintenance of a strong financial position... Fitch expects the city to demonstrate exceptional financial resilience during an economic downturn based on its strong gap-closing capacity and solid reserve levels." Both reports reference and describe the City's use of an innovative budget management tool referred to as the SIF.

## SIF HISTORY

The SIF concept was first used with the FY 2006 budget. The concept was simple: the City would strive to maintain its optimal General Fund undesignated fund balance of 25% of operating expenses, and sweep any excess funds that had accumulated in the fund balance over time into the SIF to be used for one-time, high impact projects.

The following sections describe Southlake's budgeting goals, helping to provide context for the development and use of the SIF.

Structural Balance. Good budgeting practices require a city to achieve structural balance; that is, to have enough annual revenue to cover planned expenses for any given year. Balancing a city's operating budget by dipping into reserves is considered a poor budgeting practice for a city, in the same way that borrowing money from a personal retirement account to pay for monthly household expenses would be considered unwise. Using reserves to balance the annual budget can mean that the revenue base is not strong enough to support current service levels and could result in an unsustainable budget over time.

The City of Southlake is committed to maintaining a budget with structural balance, not only with its current year budget, but also for future years. Staff uses multi-year budgeting to determine if revenues are strong enough to support the services of the City for future years.

Fund Balance. City policy originally adopted in August 1993 and amended in 2011 sets a fund balance range of 15-25% of operating expenses for the General Fund. Fifteen percent is considered the minimum fund balance to achieve. The policy defines 25% as the optimal reserve level for the General Fund. Council and staff are committed to having a structurally balanced budget while maintaining the optimum fund balance of 25%.

Budget Performance. In any given year, the City's revenue can perform better than expected. This is especially true when revenue estimates are conservative. Likewise, City departments sometimes do not spend their entire budget

allocation. Adjustments are made throughout the year, but when year-end numbers show excess revenues and unspent appropriation, this operating surplus “rolls” into the fund balance for the subsequent fiscal year.

Assuming that the fund balance is maintained at its optimal level, this creates options for the use of the excess reserve funds above the optimum level.

One option is to put these funds to work as one-time revenue to fund needed projects that are non-recurring expenses. In this way, the City uses the one-time funding for one-time costs, and can avoid borrowing money for these projects. This is the basic idea of the Strategic Initiative Fund.

Another option the City Council has exercised has been the granting of a homestead exemption. The City implemented a one-time general homestead exemption in FY 2009 and again in FY 2013 to complement the ongoing over-65 exemption (\$75,000), disabled exemption (\$75,000), and the over-65 tax freeze. This reduced the taxes levied against Southlake taxpayers for tax years 2008 and 2012, years that the City could afford the reduced revenue, and the City applied the exemption to its revenue projections for the budget year. For FY 2014, a 3% exemption was adopted on a permanent basis, and for FY 2015, a 10% exemption was adopted. For FY 2016, a 12% exemption was included, for FY 2017, the exemption was increased to 16%, and in FY 2018, City Council approved increasing the exemption to 20% which is the maximum allowed by State law. For FY 2019, City Council approved the 20% homestead exemption and reduced the tax rate by \$0.015. For FY 2020, City Council approved the 20% homestead exemption and reduced the tax rate by \$0.037, bringing the adopted tax rate below the no new revenue tax rate. For FY 2021, City Council approved the 20% homestead exemption and reduce the tax debt rate by \$0.005, continuing to keep the adopted tax rate below the no new revenue tax rate. For FY 2022, we are proposing to continue the 20% homestead exemption and reduce the tax operating rate by \$0.005 and the tax debt rate by \$0.01, continuing to keep the adopted tax rate below the no new revenue tax rate.

Capital Improvement Program (CIP). In 2006, the City had identified over \$22 million in General Fund capital projects that needed to be addressed, but were unfunded for the five-year planning period. Given that the City’s annual General Fund bond program was \$3 million, it was difficult to see how the City would be able address the critical infrastructure projects in a timely manner. The SIF presented a way for the City to infuse cash into its CIP. For FY 2006, almost \$750,000 was transferred from the SIF to the CIP, allowing the City to address more projects than initially thought possible.

Since that time, the City has been able to increase its cash funding for the CIP, lessening the debt the City has to take on to make appropriate investments into needed street, sidewalk, drainage, facility, and other improvements. About sixty-five percent of the SIF allocations since 2006 have been used as cash funding for CIP projects, which ultimately means the City avoids borrowing costs for addressing those projects.

The City has also used the SIF to purchase expensive, but necessary equipment, such as fire apparatus and ambulances, make improvements to City facilities such as the Senior Activity Center, improve the City’s technology infrastructure, and establish a much needed facility maintenance reserve fund.

The chart on the following page details SIF projects funded since 2006.

Like many other municipalities, the City was impacted by the recent economic recession and had to make decisions during those years to freeze pay, leave certain positions unfilled, and defer the purchase of needed equipment in order to achieve structural balance with its budget. But the impact of the recession was minimized by the SIF. The SIF has been an important tool for the City of Southlake to use to weather economic events like the recession by allowing the

City to move forward with capital projects without compromising the City’s fund balance, raising taxes, or increasing the City’s debt load.

The City’s budget is sustainable and healthy, and able to withstand the effects of unforeseeable economic impacts. This is due, in part, to the City’s use of innovative financial practices, such as the SIF.

## RATING AGENCY ASSESSMENT AND PERSPECTIVES

Recent reports from the City’s rating agencies complimented the City’s financial management.

S&P’s rating report notes:

“The rating reflects our view of the City’s:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Very strong management, with “strong” financial policies;
- Very strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level;
- Very strong budget flexibility;
- Very strong liquidity;
- Weak debt and contingent liabilities; and
- Strong institutional framework score.”

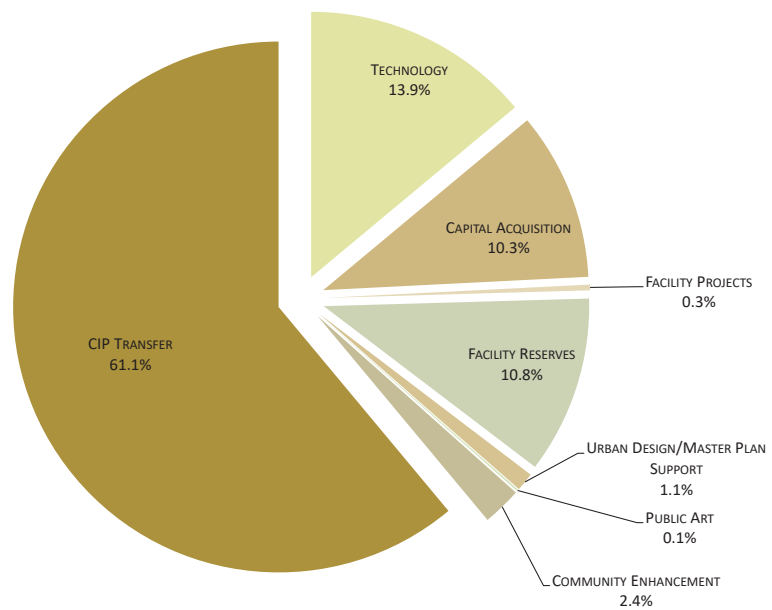
Fitch reported:

“The city’s deliberate financial management has allowed it to maintain strong reserves, while cash funding capital and street improvements despite moderate exposure to economically sensitive sales tax revenues. Dedicated funding sources, including citizen-approved sales taxes, mitigate pressure on the budget and contribute to a moderately low ad valorem tax rate.”

## CURRENT CONSIDERATIONS

The use of the SIF as a budget technique for future years depends on several factors:

- The City’s ability to meet its operational expenses with a structurally balanced budget for the current budget year and in a multi-year context;
- The City’s ability to maintain a fund balance within policy parameters;
- The City’s capital needs and its ability to fund those in a timely manner to ensure infrastructure needs are addressed appropriately; and,
- Tax rate management.



STRATEGIC INITIATIVE FUND EXPENDITURES BY TYPE, FY 2006 - 2022

## SUMMARY

The SIF is an innovative budgeting technique that provides funding for one-time, high impact projects. Since the City began using the concept in 2006, more than 61% of the funds have been directed to the CIP for cash funding of infrastructure needs. The fund has also been used for equipment purchases and to build a facility maintenance reserve fund, among other things.

STRATEGIC INITIATIVE FUND

The City of Southlake’s Fund Balance Policy states, “The City of Southlake’s goal shall be to maintain a fund balance in the General Fund equal to a minimum of 15% of General Fund budgeted operating expenditures, with the optimum goal of 25%.” Since 2006, any dollars beyond the optimal goal of 25% have been transferred to the Strategic Initiative Fund with uses limited to one-time, non-recurring expenses.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest	44,841	35,000	9,000	(26,000)	-74.3%	9,500	(25,500)	-72.9%
<b>Total Revenues</b>	<b>\$44,841</b>	<b>\$35,000</b>	<b>\$9,000</b>	<b>(\$26,000)</b>	<b>0.0%</b>	<b>\$9,500</b>	<b>(\$25,500)</b>	<b>-72.9%</b>
<b>EXPENDITURES</b>								
Infrastructure Maintenance	\$0	\$0	\$0	\$0	0.0%	\$0	0	0.0%
Community Enhancement	160,594	150,000	150,000	0	0.0%	200,000	50,000	33.3%
Technology Infrastructure	0	0	0	0	0.0%	0	0	0.0%
Capital Acquisition	46,573	0	0	0	0.0%	443,462	443,462	4434619900.0%
<b>Total Expenditures</b>	<b>\$207,167</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$643,462</b>	<b>\$493,462</b>	<b>329.0%</b>
<b>Net Revenues</b>	<b>(\$162,326)</b>	<b>(\$115,000)</b>	<b>(\$141,000)</b>	<b>(\$26,000)</b>		<b>(\$633,962)</b>	<b>(\$518,962)</b>	
Transfer from other funds	\$7,350,000	\$4,990,000	\$8,750,000			\$6,000,000		
Transfer to other funds	(7,200,000)	(5,500,000)	(5,500,000)			(8,000,000)		
<b>Total Other Sources/(Uses)</b>	<b>\$150,000</b>	<b>(\$510,000)</b>	<b>\$3,250,000</b>			<b>(\$2,000,000)</b>		
Beginning Fund Balance	\$4,571,399	\$4,559,073	\$4,559,073			\$7,668,073		
<b>Ending Fund Balance</b>	<b>\$4,559,073</b>	<b>\$3,934,073</b>	<b>\$7,668,073</b>			<b>\$5,034,111</b>		

**FY 2022 HIGHLIGHTS:**

- **Infrastructure Maintenance Funding:** We are proposing that \$1,000,000 be transferred from the SIF to the Facility Maintenance Fund. The purpose of this fund is to build capacity for future maintenance projects as we will have many needs to address as our facilities age.
- **Community Enhancement Funding:** This category of funding is set aside as a way to provide pay-as-you-go funding for initiatives which will enhance the quality of life or aesthetics of Southlake. For FY 2022 community enhancement projects include: \$150,000 for 2035 Master Plan updates and \$50,000 improvements to the Parkwood facility.
- **Capital Acquisition Funding:** We are proposing to transfer \$6,500,000 from the SIF to the Capital Improvements Program for the purpose of building infrastructure. This cash funding will reduce the amount of bonds the City will need to issue for General Fund CIP projects in FY 2022. Additionally, this budget includes: a tanker truck for \$375,000, a self-contained breathing apparatus (SCBA) air compressor and bottle fill station for \$47,865, and a vehicle rescue strut system for \$20,597.
- **Technology:** We are proposing to transfer \$500,000 to this fund to cover certain technology expenses.







# FACILITY MAINTENANCE FUND

CITY OF SOUTHLAKE  
PROPOSED BUDGET 2022



FACILITY MAINTENANCE FUND

The purpose of this fund is to build capacity for future maintenance projects as we will have many needs to address as our facilities age. The Strategic Initiative Fund (SIF) has provided seed money for this fund, an important element of our budget given the size and complexity of the City’s facility infrastructure. For FY 2022 we will continue our practice of transferring SIF money into this fund, but we are also budgeting expenses in the operating budget for facility projects.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest	90,799	50,000	21,800	(28,200)	-56.4%	23,000	(27,000)	-54.0%
<b>Total Revenues</b>	<b>\$90,799</b>	<b>\$50,000</b>	<b>\$21,800</b>	<b>(\$28,200)</b>	<b>0.0%</b>	<b>\$23,000</b>	<b>(\$27,000)</b>	<b>-54.0%</b>
<b>EXPENDITURES</b>								
Operations	\$0	\$62,500	\$62,500	\$0	0.0%	\$0	(62,500)	-100.0%
Capital	0	595,510	595,510	0	0.0%	308,237	(287,273)	-48.2%
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$658,010</b>	<b>\$658,010</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$308,237</b>	<b>(\$349,773)</b>	<b>-53.2%</b>
<b>Net Revenues</b>	<b>\$90,799</b>	<b>(\$608,010)</b>	<b>(\$636,210)</b>	<b>(\$28,200)</b>		<b>(\$285,237)</b>	<b>\$322,773</b>	
Transfer from other funds	\$1,500,000	\$1,000,000	\$1,000,000			\$1,000,000		
Transfer to other funds	(\$0)	(\$0)	(\$0)			(\$0)		
<b>Total Other Sources/(Use)</b>	<b>\$1,500,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>			<b>\$1,000,000</b>		
Beginning Fund Balance	\$7,222,997	\$8,813,796	\$8,813,796			\$9,177,586		
<b>Ending Fund Balance</b>	<b>\$8,813,796</b>	<b>\$9,205,786</b>	<b>\$9,177,586</b>			<b>\$9,892,349</b>		

**FY 2022 HIGHLIGHTS:**

- We will continue our practice of transferring SIF money into this fund, working to meet the goal of holding a minimum of 10% of the total value of the City’s physical plant in reserve and are proposing a transfer of \$1,000,000 from the SIF.
- Total planned expenditures for this fund for FY 2022 are \$308,237 for replacement carpeting in the Library (\$110,172), restoration of the DPS Headquarters parking garage (\$106,335), a replacement generator at the DPS West Station (\$75,000), and replacement furniture for the Library (\$16,730).
- The projected ending fund balance is \$9,892,349, which provides adequate reserves for the program.



# TECHNOLOGY INFRASTRUCTURE & SECURITY FUND

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022



TECHNOLOGY INFRASTRUCTURE & SECURITY FUND

The Technology Infrastructure and Security Fund was created in FY 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments. In order to keep up with the increasing number and complexity of security threats, this fund also supports technology security projects and programs.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Miscellaneous	541,611	420,000	420,000	0	0.0%	420,000	0	0.0%
Interest	49,793	35,000	15,000	(20,000)	-57.1%	16,000	(19,000)	-54.3%
<b>Total Revenues</b>	<b>\$591,404</b>	<b>\$455,000</b>	<b>\$435,000</b>	<b>(\$20,000)</b>	<b>0.0%</b>	<b>\$436,000</b>	<b>(\$19,000)</b>	<b>-4.2%</b>
<b>EXPENDITURES</b>								
Customer Enhancements	18,188	0	0	0	0.0%	0	0	0.0%
Information Security	0	0	0	0	0.0%	100,000	100,000	99999900.0%
Business Continuity	472,061	400,000	400,000	0	0.0%	925,000	525,000	131.3%
Security Equipment and Infrastructure	0	0	0	0	0.0%	383,250	383,250	3832499900.0%
Technology Infrastructure	570,789	405,000	405,000	0	0.0%	0	(405,000)	-100.0%
<b>Total Expenditures</b>	<b>\$1,061,038</b>	<b>\$805,000</b>	<b>\$805,000</b>	<b>\$0</b>	<b>0.0%</b>	<b>1,408,250</b>	<b>\$503,250</b>	<b>62.5%</b>
<b>Net Revenues</b>	<b>(\$469,634)</b>	<b>(\$350,000)</b>	<b>(\$370,000)</b>	<b>(\$20,000)</b>		<b>(\$972,250)</b>	<b>(\$622,250)</b>	
Transfer from other funds	\$3,500,000	\$1,500,000	\$1,500,000			\$500,000		
Transfer to other funds	-	-	-			-		
<b>Total Other Sources/(Uses)</b>	<b>3,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>			<b>\$500,000</b>		
Beginning Fund Balance	\$3,014,274	\$6,044,640	\$6,044,640			\$7,174,640		
<b>Ending Fund Balance</b>	<b>\$6,044,640</b>	<b>\$7,194,640</b>	<b>\$7,174,640</b>			<b>\$6,702,390</b>		

**FY 2022 HIGHLIGHTS:**

- The Technology Infrastructure & Security Fund was created in FY 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments. In order to keep up with the increasing number and complexity of security threats, this fund also supports technology security projects and programs.
- We are proposing a transfer of \$500,000 from the Strategic Initiative Fund to maintain adequate funding.
- Total planned expenditures for this fund are \$1,408,250, which includes items to ensure information security, business continuity and maintain security and equipment infrastructure.
- The ending fund balance is projected at \$6,702,390.





# **ECONOMIC DEVELOPMENT INVESTMENT FUND**

**CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022**



ECONOMIC DEVELOPMENT INVESTMENT FUND

The Southlake 2035 Economic Development & Tourism Strategic Plan includes the following as recommendation 4.3: “Southlake should establish a fund to use to attract and retain employers, as well as to help retain and expand existing businesses.” This fund was created in 2013 for that purpose.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest	28,776	30,000	9,500	(20,500)	-68.3%	10,000	(20,000)	-66.7%
<b>Total Revenues</b>	<b>\$28,776</b>	<b>\$30,000</b>	<b>\$9,500</b>	<b>(\$20,500)</b>	<b>0.0%</b>	<b>\$10,000</b>	<b>(\$20,000)</b>	<b>-66.7%</b>
<b>EXPENDITURES</b>								
Operations	\$86,215	\$50,000	\$867,500	\$817,500	1635.0%	\$232,500	182,500	365.0%
Capital	0	0	0	0	0.0%	0	0	0.0%
<b>Total Expenditures</b>	<b>\$86,215</b>	<b>\$50,000</b>	<b>\$867,500</b>	<b>\$817,500</b>	<b>1635.0%</b>	<b>\$232,500</b>	<b>\$182,500</b>	<b>365.0%</b>
<b>Net Revenues</b>	<b><u>(\$57,439)</u></b>	<b><u>(\$20,000)</u></b>	<b><u>(\$858,000)</u></b>	<b><u>(\$838,000)</u></b>		<b><u>(\$222,500)</u></b>	<b><u>(\$202,500)</u></b>	
Transfer from other funds	\$1,150,000	\$150,000	\$150,000			\$150,000		
Transfer to other funds	(\$0)	(\$0)	(\$0)			(\$0)		
<b>Total Other Sources/(Uses)</b>	<b><u>\$1,150,000</u></b>	<b><u>\$150,000</u></b>	<b><u>\$150,000</u></b>			<b><u>\$150,000</u></b>		
Beginning Fund Balance	\$2,432,718	\$3,525,279	\$3,525,279			\$2,817,279		
<b>Ending Fund Balance</b>	<b><u>\$3,525,279</u></b>	<b><u>\$3,655,279</u></b>	<b><u>\$2,817,279</u></b>			<b><u>\$2,744,779</u></b>		

**FY 2022 HIGHLIGHTS:**

- The City’s Southlake 2030 Economic Development and Tourism Master Plan included a recommendation to build an economic development investment fund. We are proposing to continue to implement this recommendation for FY 2022.
- We are proposing to transfer \$150,000 to this fund, as we work to build a balance for future use.
- We are proposing \$232,500 in expenditures from this fund for FY 2022 for small business grants (\$182,000) and economic recovery target industry business attraction and marketing (\$50,000).
- The ending fund balance will be \$2,744,779.

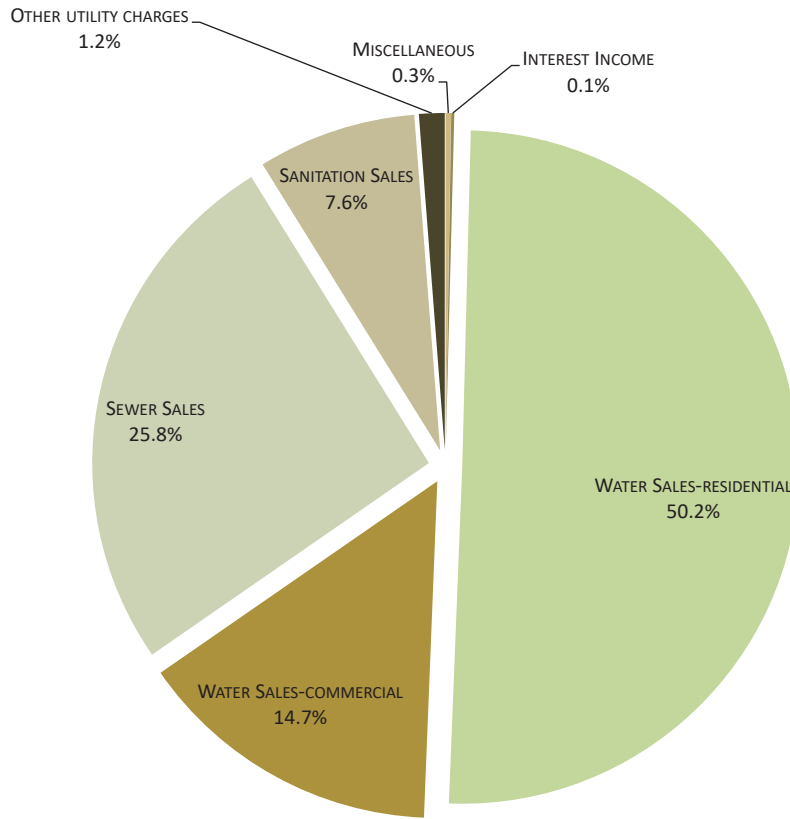


The background of the cover is a photograph of a park-like setting. In the foreground, there is a large, multi-tiered fountain with water cascading down. In the background, a building with a traditional-style roof is visible, surrounded by trees and a paved walkway. A large, semi-transparent, stylized letter 'S' is overlaid on the center of the image. The cover is framed by several large, overlapping geometric shapes in shades of blue, green, and yellow.

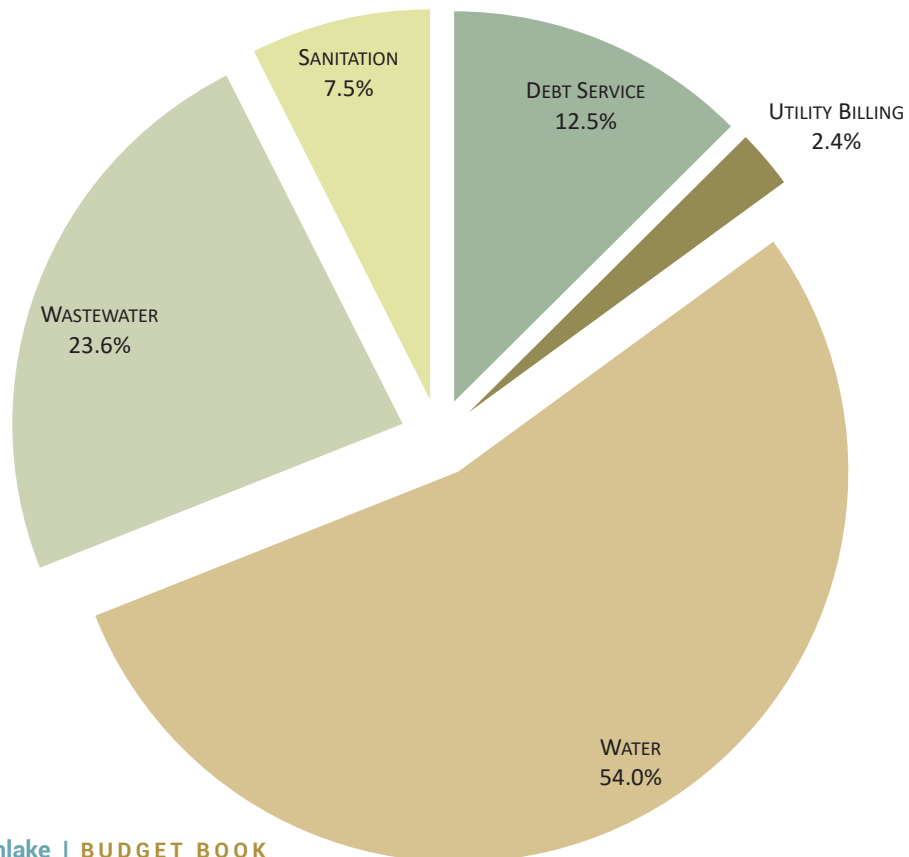
# UTILITY FUND EXPENDITURES

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

## WHERE THE MONEY COMES FROM (UTILITY FUND)



## WHERE THE MONEY GOES (UTILITY FUND)



UTILITY FUND

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Miscellaneous	\$166,794	\$94,500	\$72,500	(\$22,000)	0.0%	\$84,500	(\$10,000)	0.0%
Interest Income	272,581	125,000	45,000	(80,000)	-64.0%	47,500	(77,500)	-62.0%
Water Sales-residential	16,100,190	14,995,100	16,203,841	1,208,741	8.1%	16,378,300	1,383,200	9.2%
Water Sales-commercial	4,711,513	4,520,400	4,709,900	189,500	4.2%	4,804,100	283,700	6.3%
Sewer Sales	8,456,203	8,250,000	8,351,000	101,000	1.2%	8,410,000	160,000	1.9%
Sanitation Sales	2,428,588	2,413,000	2,440,000	27,000	1.1%	2,483,000	70,000	2.9%
Other utility charges	408,055	395,800	280,800	(115,000)	-29.1%	400,800	5,000	1.3%
<b>Total Revenues</b>	<b>\$32,543,924</b>	<b>\$30,793,800</b>	<b>\$32,103,041</b>	<b>\$1,309,241</b>	<b>4.3%</b>	<b>\$32,608,200</b>	<b>\$1,814,400</b>	<b>5.9%</b>
<b>EXPENSES</b>								
Debt Service	4,186,761	3,898,426	3,898,426	0	0.0%	3,329,147	(569,279)	-14.6%
Utility Billing	600,934	622,370	621,570	(800)	-0.1%	641,218	18,848	3.0%
Water	11,720,168	13,346,930	13,346,930	0	0.0%	14,335,272	988,342	7.4%
Wastewater	5,492,187	6,082,494	6,082,494	(0)	0.0%	6,251,541	169,047	2.8%
Sanitation	1,849,418	1,855,200	1,974,000	118,800	6.4%	1,977,600	122,400	6.6%
<b>Total Expenses</b>	<b>\$23,849,468</b>	<b>\$25,805,420</b>	<b>\$25,923,420</b>	<b>\$118,000</b>	<b>0.5%</b>	<b>\$26,534,778</b>	<b>\$729,358</b>	<b>2.8%</b>
<b>Net Revenues</b>	<b>\$8,694,456</b>	<b>\$4,988,380</b>	<b>\$6,179,621</b>	<b>\$1,191,241</b>		<b>\$6,073,422</b>	<b>\$1,085,042</b>	
Transfers In	\$0	\$0	\$0			\$0		
Transfers Out	(1,234,945)	(2,331,752)	(2,384,122)	52,370		(9,432,328)		
<b>Total Other Sources (Uses)</b>	<b>(\$1,234,945)</b>	<b>(\$2,331,752)</b>	<b>(\$2,384,122)</b>			<b>(\$9,432,328)</b>		
Beginning working capital	\$13,064,160	\$20,523,671	\$20,523,671			\$24,319,170		
<b>Ending fund balance</b>	<b>\$20,523,671</b>	<b>\$23,180,299</b>	<b>\$24,319,170</b>			<b>\$20,960,264</b>		
No. of days working capital	314	328	342			288		

**FY 2022 HIGHLIGHTS:**

- The Utility Fund revenues are projected at \$32,608,200 for an increase of \$1,814,400. This is a 5.9% increase when compared with the FY 2021 Adopted Budget.
- Personnel: The Utility Fund includes resources needed to manage and operate the City’s utility system. This fund will cover its portion of employee pay adjustments and the increases in benefit costs as described in the General Fund portion of the Transmittal Letter.
- Other expenditures: Funding has been requested for equipment and facility improvements including the annual meter replacement (\$239,000), LTE water meter transponders (\$400,000), and enterprise asset management software (\$120,000), which is half funded by the Technology Infrastructure and Security Fund.
- The FY 2022 Adopted Utility Fund budget provides 288 days of working capital. This exceeds the City’s fund balance policy for the Utility Fund, which states that the “...goal shall be to maintain a fund balance of 60 days of working capital in the Utility Fund...with the optimum goal of 90 days of working capital.”







# VEHICLE REPLACEMENT FUND

CITY OF SOUTHLAKE  
PROPOSED BUDGET 2022



VEHICLE REPLACEMENT FUND

*This fund accounts for the resources needed to manage the purchase of vehicles for the City's fleet. The establishment and funding of the vehicle replacement program was designed to even out expenses for the City's fleet from year to year and provide a logical method for purchasing and retiring vehicles.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Miscellaneous	\$3,988	\$60,000	\$0	(\$60,000)	-100.0%	\$60,000	\$0	0.0%
Interest Income	<u>\$87,574</u>	<u>\$58,000</u>	<u>\$64,000</u>	<u>\$6,000</u>	10.3%	<u>\$58,000</u>	<u>\$0</u>	0.0%
<b>Total Revenues</b>	<b>\$91,562</b>	<b>\$118,000</b>	<b>\$64,000</b>	<b>(\$54,000)</b>		<b>\$118,000</b>	<b>\$0</b>	
<b>EXPENDITURES</b>								
Capital	<u>\$1,511,828</u>	<u>\$2,233,000</u>	<u>\$2,233,000</u>	<u>0</u>	0.0%	<u>\$2,077,000</u>	<u>(156,000)</u>	-7.0%
<b>Total Expenditures</b>	<b>\$1,511,828</b>	<b>\$2,233,000</b>	<b>\$2,233,000</b>	<b>\$0</b>	0.0%	<b>\$2,077,000</b>	<b>(\$156,000)</b>	-7.0%
<b>Net Revenues</b>	<b><u>(\$1,420,266)</u></b>	<b><u>(\$2,115,000)</u></b>	<b><u>(\$2,169,000)</u></b>	<b><u>(\$54,000)</u></b>		<b><u>(\$1,959,000)</u></b>	<b><u>\$156,000</u></b>	
Transfers In-General Fund	\$2,000,000	500,000	2,000,000	1,500,000		1,500,000	\$1,000,000	
Transfers Out -Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>\$0</u>	
<b>Total Other Sources (Uses)</b>	<b><u>\$2,000,000</u></b>	<b><u>\$500,000</u></b>	<b><u>\$2,000,000</u></b>	<b><u>\$0</u></b>		<b><u>\$1,500,000</u></b>	<b><u>\$0</u></b>	
Beginning Fund Balance	\$5,890,029	\$6,469,763	\$6,469,763			\$6,300,763		
<b>Ending Fund Balance</b>	<b><u>\$6,469,763</u></b>	<b><u>\$4,854,763</u></b>	<b><u>\$6,300,763</u></b>			<b><u>\$5,841,763</u></b>		

**FY 2022 HIGHLIGHTS:**

- A five-year purchase plan has been developed to detail future capital investment needs related to vehicles and heavy equipment. For FY 2022, we are planning a transfer from the General Fund to the Vehicle Replacement Fund of \$1,500,000.
- Expenditures are estimated at \$2,077,000 to replace aging vehicles coming off-line.
- The projected ending fund balance is \$5,841,763, which provides adequate reserves for the program.
- In the next five years, more than 138 vehicles and heavy machinery at an estimated cost of more than \$16.9 million are planned to be replaced in accordance with the vehicle replacement schedule. The vehicle replacement schedule may vary due to maintenance or exceeding the useful life. Vehicles included in the vehicle replacement plan include: fire trucks, police cars and motorcycles, and other heavy equipment.





# DEBT SERVICE FUNDS EXPENDITURES

CITY OF SOUTHLAKE  
PROPOSED BUDGET 2022

The City issues general obligation bonds, certificates of obligation, combination tax and revenue certificates of obligation and tax notes to provide for the acquisition and construction of major capital facilities and infrastructure. Certificates of obligation are used to fund construction of city facilities such as buildings, roads and sidewalks. Revenue bonds are used to fund construction of city infrastructure such as water and sewer system improvements as well as park improvements.

We want to help you understand the City's use of debt by explaining the types of projects that we fund by borrowing money, and what kind of bonds we use. This section will also help you understand the obligations the City currently has, and how we balance the need to implement the City's master plans with fiscal responsibility.

It is important to note that our debt management strategies receive a rigorous annual review from bond rating agencies tasked with letting potential borrowers know how credit-worthy the city is. Right now the City has two AAA ratings — a strong external endorsement of the City's financial management.

## TAX SUPPORTED VS. SELF-SUPPORTING DEBT

As you can see in Figure 1 (below), almost two-thirds of the City's debt service for FY 2022 will be funded through bonds tied to the City's property taxes. For FY 2021, property tax supported debt service is about \$5.3 million. Property tax supported debt is primarily used for the construction of local roads and sidewalks.

So, what does this mean for Southlake property owners? Figure 2 (right) shows the total tax bill for an average residential property in Southlake, reflecting a annual cost of \$413 for property tax supported debt. For this, the City is able to provide necessary infrastructure.

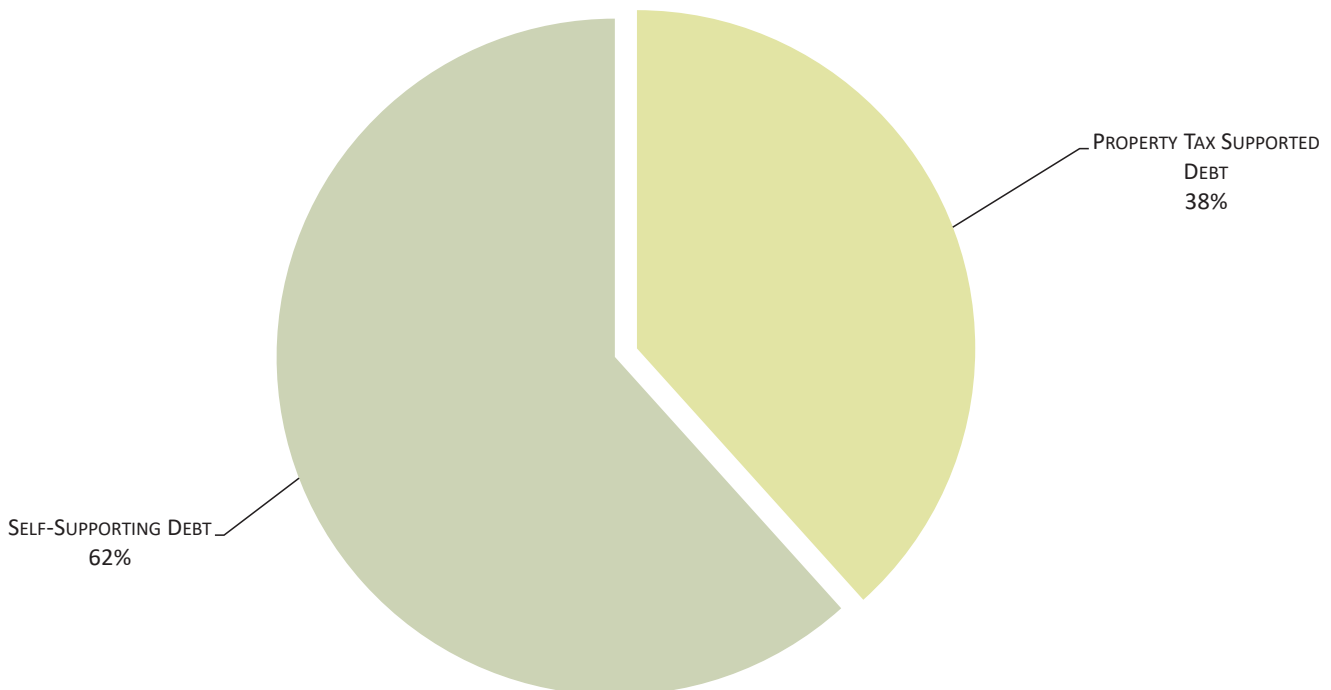


Figure 1: FY 2021 Total Debt Service

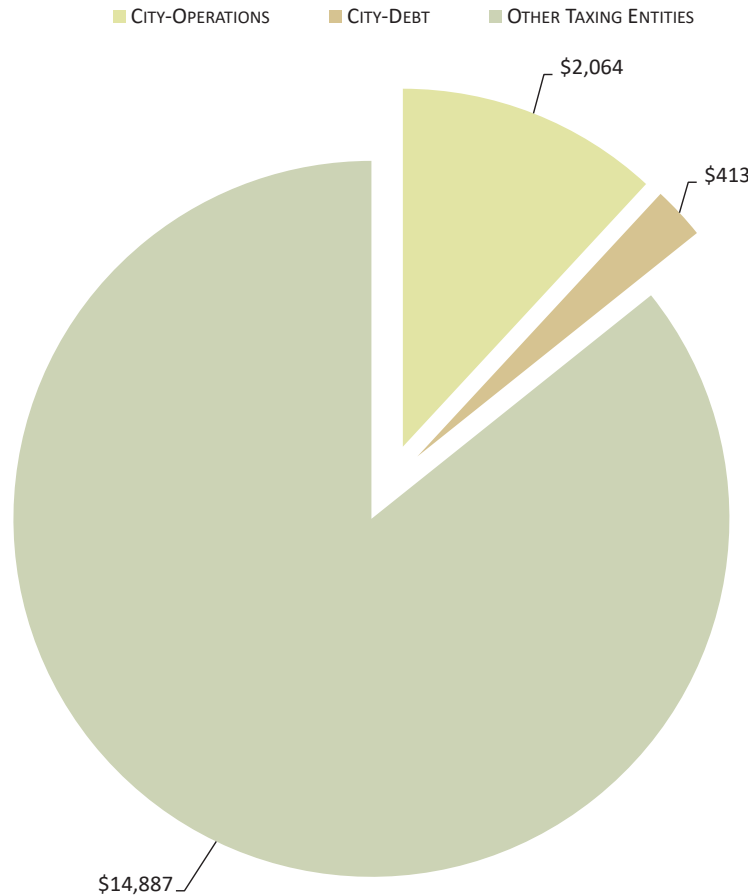


Figure 2: Total Tax Bill for Average Residential Property in Southlake

Going back to Figure 1, the remainder of the City’s debt service (62%) for FY 2022 will be funded by self-supporting debt. These debt payments will be made from special revenue, such as voter-approved sales tax levies. FY 2022 debt service to be paid as self-supporting debt is \$8,568,999. Why is it important to make the distinction between tax-supported and self-supporting debt? Because self-supporting debt has a specific revenue streams, many of which are voter approved, for the repayment of the bonds. Also, sales tax-supported debt uses funds collected by shoppers in the City, many of which reside elsewhere.

For example, the construction of The Marq Phase I was funded using cash from the General Fund and Southlake Parks Development Corporation (SPDC). Phase II, known as Champions Club was funded through the voter-approved three-eighths cent sales tax collected by Community Enhancement and Development Corporation (CEDC). Thanks to these sales tax dollars, the corporation funding is used to pay the debt incurred from construction and to supplement the operating expenses for The Marq Southlake not recovered with facility and program fees. Additionally, a portion of the funds are used for economic development initiatives.

Voter-approved special levy sales tax districts also provide a source of funding for park development and crime control initiatives. Projects built implement the Capital Improvements Program and SPDC and CEDC funds are used almost exclusively for capital, not operations. Town Square developers have estimated that 70% of sales in Town Square are to patrons living outside the city, and these imported taxpayers, if you will, are helping to construct Southlake’s infrastructure development.



## DEBT MANAGEMENT

The City takes its debt obligation very seriously. Several years ago, the City Council working with City staff set goals to reduce the debt as a percentage of assessed valuation over the total long term. As you can see in Figure 3 (below), we have reduced the percentage from 3.01% in 2003 to 0.22% in 2022, during a time of growth for the city. The line that you see on this chart is a graphic illustration of one of the reasons why two bond agencies have rated Southlake AAA. It should be noted that although the total debt issued has fluctuated based on the timing of important projects, the City has generally reduced its property tax supported obligations since 2003.

The City of Southlake is fortunate to have been rated as a AAA credit by both Fitch Ratings and Standard & Poor's. This is the highest possible rating given to a credit. Not only does it reinforce that the City has strong financial management tools, it also allows for favorable borrowing conditions when the time is right.

The City has been able to effectively manage its debt during a period of growth using cash to partially offset borrowing needs. Additionally, managing debt amortization has been a tool used to reduce borrowing costs.

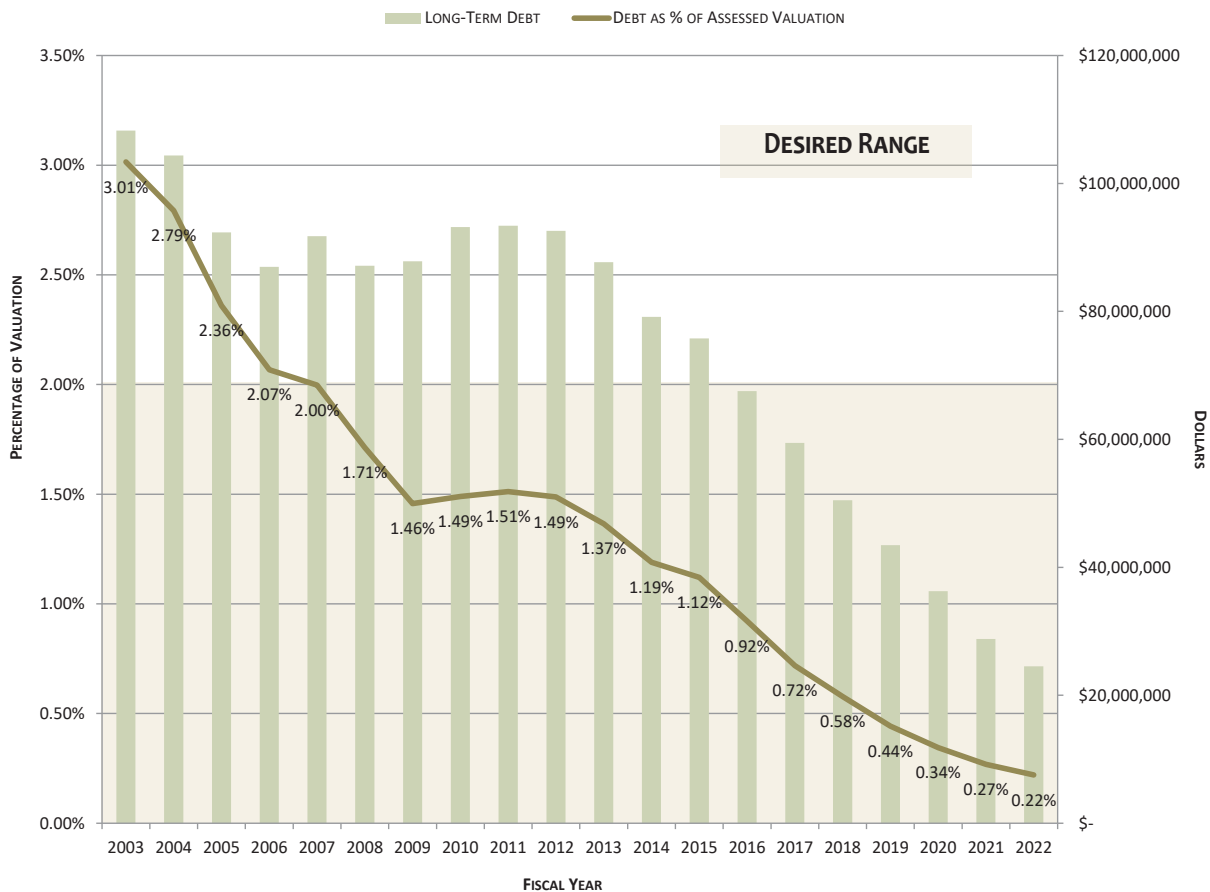


Figure 3: Long-term Debt as a Percentage of Assessed Valuation

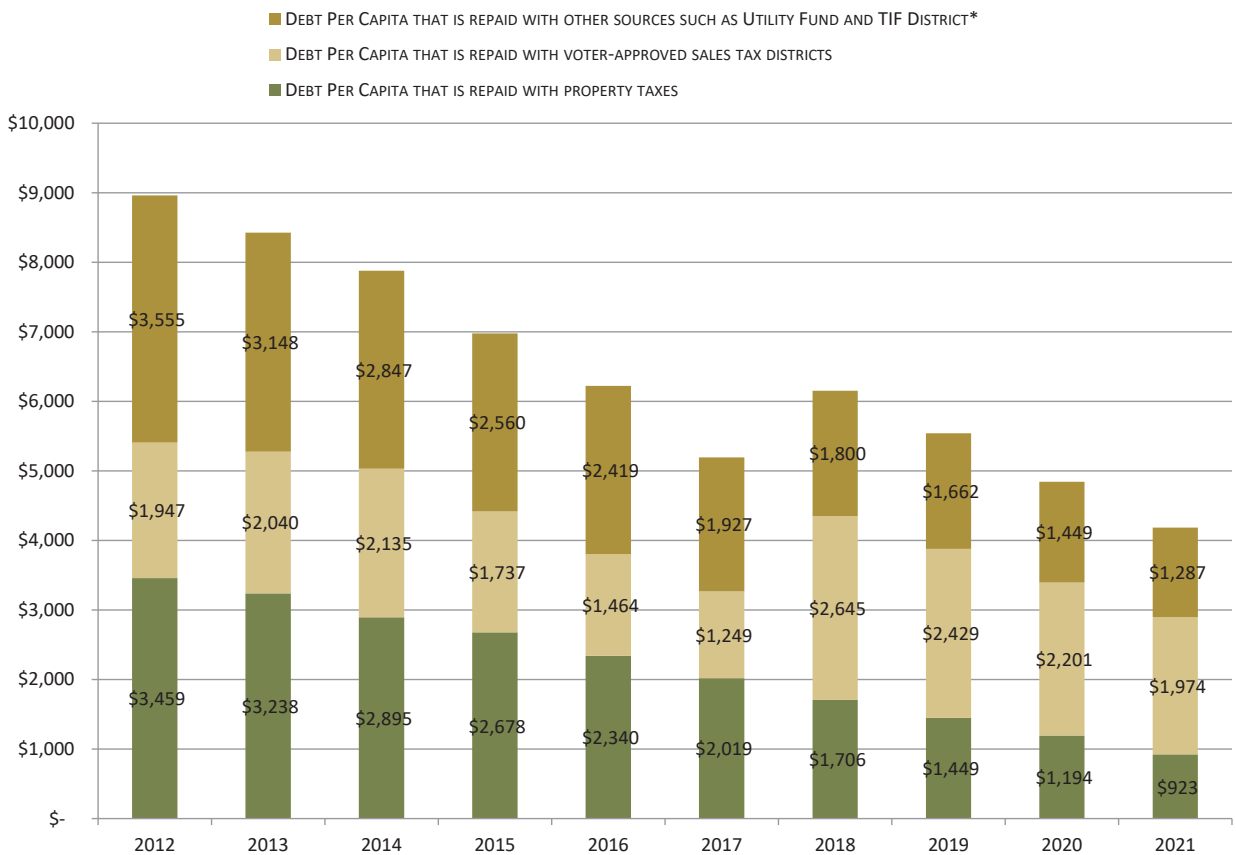
### THE RELATIONSHIP BETWEEN PROPERTY TAXPAYERS AND DEBT REPAYMENT

At 39 cents for every one hundred dollars of valuation, the City of Southlake’s property tax rate supports basic city services such as public safety, street maintenance, library and community services. It also helps pay off the debt that’s been incurred for city infrastructure such as new roadway construction and expansion.

Figure 4 (below) illustrates how the City has worked toward the goals of reducing debt. The green portions show that since 2012, the City has reduced the amount of property taxes which are dedicated to debt repayment while still providing desired services. Taxpayers, specifically homeowners, should be aware of the conscious effort to relieve the amount of property tax monies that are going towards debt. This effort represents one of the City’s most important budget commitments.

Since 1994, the City has put voter-authorized sales tax dollars to work on the upkeep and construction of Southlake’s beautiful parks system. The sales tax monies help with the initial cash payments that jump-start many of our big projects. In 1998, another portion of sales tax, also voter-authorized, was put to work for the construction of our public safety buildings. All of that debt was retired in 2017. Recently, the City incurred more sales tax supported debt to construct Phase 2 of the Marq, known as Champions Club. However, it is important to note that this debt is being repaid through a 3/8 cent allocation of sales tax, a voter-authorized use that was approved in 2015. The tan colored portion of the bar shows how the two current sales tax district monies (SPDC and CEDC) are paying off the balance of projects like Bicentennial Park and Champions Club.

Finally, the portion in bronze illustrates the debt that is being paid off by the City’s specialized funds and Southlake’s tax incremental reinvestment zone (TIRZ). The TIRZ is located primarily in Southlake Town Square and is based on commercial property taxes. This debt was retired in 2018.

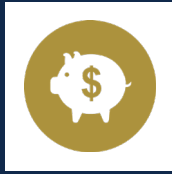


\*ALL DEBT TO ATTRIBUTED TO THE TAX INCREMENTAL REINVESTMENT ZONE (TIRZ) WAS RETIRED IN 2018.

Figure 4: Southlake’s Debt per Capita



STRATEGIES



Cash Funding

**\$64M**

Since 2006, the City has used the Strategic Initiative Fund to pay cash for capital projects. Over \$64.8 million has been allocated for this purpose. This means less borrowing. Additionally, this use of cash funding when combined with aggressive amortization schedules has allowed the City to reduce its total outstanding property tax supported debt by 78% since 2010.



Aggressive Amortization

**100%**

The City uses aggressive amortization schedules. As such, initial debt payments may be higher, but borrowing costs are lower and debt is paid off more quickly. All of the existing property tax supported debt will be paid off in less than 10 years.



**2.89%**

If all taxing entities hold their tax rates steady for FY 2022, 2.89% of the total tax bill for an average residential property will go to support the City's annual debt payments. This is equivalent to \$413 annually or about \$34 per month.

# DEBT

WHAT YOU SHOULD KNOW ABOUT THE CITY'S DEBT MANAGEMENT



Some debt is necessary and appropriate to ensure intergenerational equity. In other words, paying cash for 100% of capital projects would front-load the cost of 20-year assets on today's taxpayer.

**\$24.3M**

To continue our debt strategy to reduce our long-term debt as a percent of assessed valuation, the City pays for a portion of capital projects in cash. In FY 2022, the City will pay for 74% of the capital budget in cash, for a total of \$24,256,880.



Voter-approved special tax levies have been pledged to pay for bonds used to construct facilities identified in the City's parks and trails master plans, as well as public safety facilities.

Three highlights about FY 2022 debt

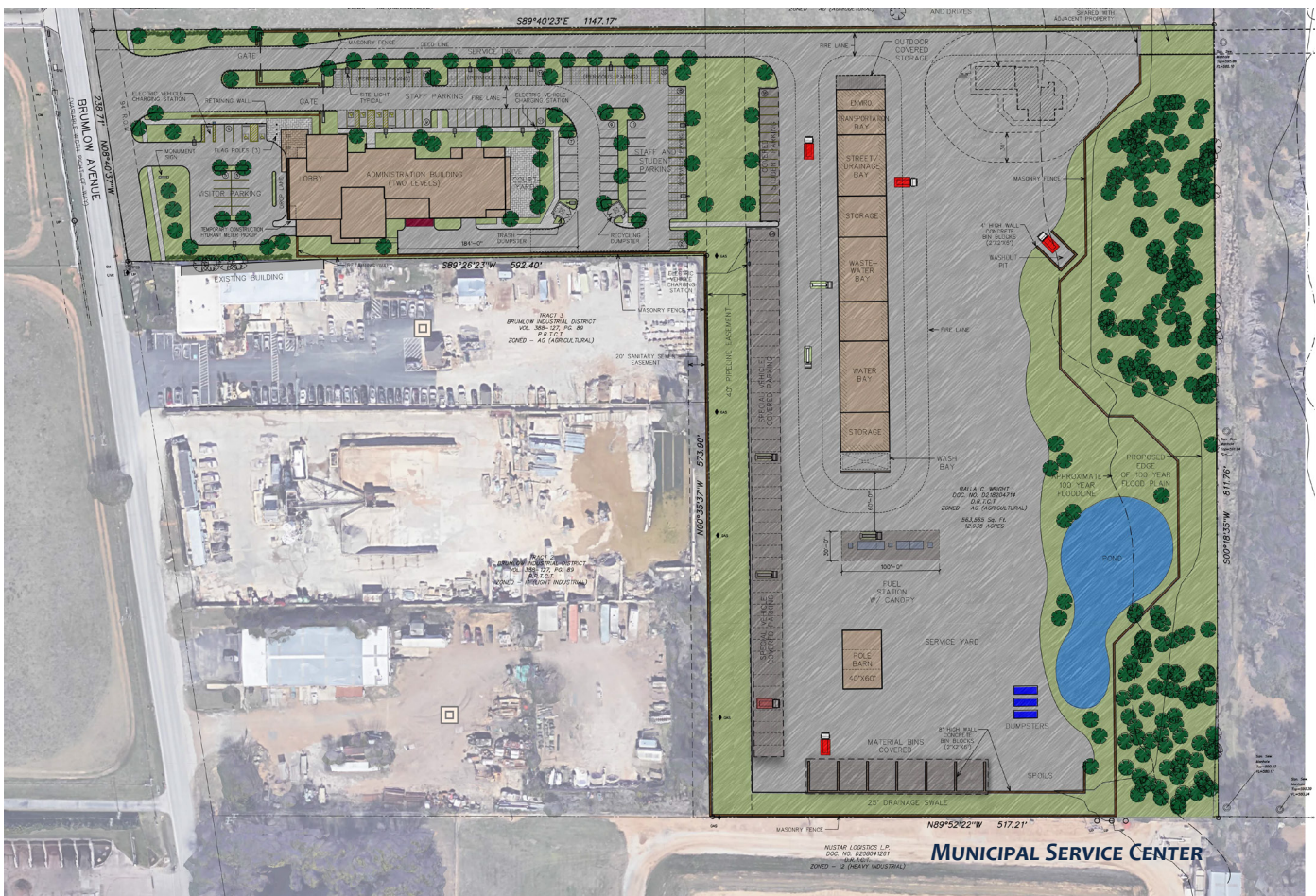
- 1. City's debt tax rate reduced for fourth consecutive year**  
The City's conservative approach to managing debt, aggressive amortization, consistent monitoring of favorable market conditions, and refinancing existing debt all contributed to reducing the debt portion of the City's tax rate by 25% since FY 2018, bringing the adopted debt rate for FY 2022 to \$0.065 per \$100 valuation.
- 2. Property tax supported debt per capita reduced**  
Through the City's use of cash and aggressive amortization schedules when debt is issued, the City has reduced the property tax supported debt per capita from \$3,506 in 2010 to \$768 in 2022.
- 3. Ongoing Southlake 2030/2035 Master Plan implementation**  
Through the City's use of cash and aggressive amortization schedules when debt is issued, the City has built capacity for future needs that may require the issuance of new debt to implement the Southlake 2030/2035 Master Plan recommendations. In FY 2022, 100% of the projects in the Capital Improvements Program are linked to a master plan.

GENERAL OBLIGATION DEBT OVERVIEW

General obligation and certificates of obligation bonds are primarily used to fund the construction of roads, sidewalks and other types of facilities. Some projects currently under construction that are funded through these types of bonds are:

- Kirkwood Boulevard Intersection Improvements and Urban Enhancements: The FY 2022 Capital Budget includes funding for the design and construction of improvements at the intersections of Kirkwood Boulevard/W. Dove Road, this project will also replace street lights and install landscaping enhancements along the Kirkwood Boulevard corridor from SH 114 to Dove Road.
- Municipal Service Center and Public Safety Training Tower: The FY 2022 Capital Budget includes funding for the architectural and engineering design of a Municipal Service Center. The existing facility, located on Continental Boulevard, was constructed in the 1980's and purchased by the City of Southlake in 1996. The current building is inadequate and undersized for the Public Works Department current and future operations. This current facility houses the streets and drainage, water, wastewater, and environmental services divisions. The new expanded facility will include these operations in addition to the traffic division and water utilities. In 2020, the City Council approved the purchase of 12.9 acres located on Brumlow Avenue for this project. The facility is currently under design, and is planned to include offices, training rooms, locker rooms, water utilities customer service window, and outdoor bays for heavy equipment. The facility will also include a public safety training tower, funded by the Crime Control Prevention District, for public safety scenario training.

The schedule at right shows the City's outstanding general obligation debt, including principal and interest amounts as well as the bond maturity date.



SUMMARY OF GENERAL OBLIGATION BONDS  
PRINCIPAL AND INTEREST REQUIREMENTS

	<u>2022 REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 GO Refunding	785,000	167,825	952,825	February 2026
2013 GO Refunding	2,410,000	340,300	2,750,300	February 2026
2014 GO Refunding	55,000	8,025	63,025	February 2026
2017 GO Refunding	358,306	101,705	460,011	February 2028
2021 Tax Notes	<u>1,067,000</u>	<u>33,471</u>	<u>1,100,471</u>	February 2026
<b><i>Net General Obligation Debt Service Requirements</i></b>	4,675,306	651,326	5,326,632	

	<u>TOTAL REQUIREMENTS</u>			
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 GO Refunding	4,070,000	466,250	4,536,250	February 2026
2013 GO Refunding	11,745,000	877,675	12,622,675	February 2026
2014 GO Refunding	295,000	22,875	317,875	February 2026
2017 GO Refunding	2,834,973	385,384	3,220,357	February 2028
2021 Tax Notes	<u>3,753,000</u>	<u>78,290</u>	<u>3,831,290</u>	February 2026
<b><i>Net General Obligation Debt Service Requirements</i></b>	22,697,973	1,830,474	24,528,447	

INTEREST SHOWN IS THE TOTAL OF EACH ANNUAL REQUIREMENT FOR THE REMAINING LIFE OF THE SERIES

## REVENUE BOND OVERVIEW

Revenue bonds are used to fund construction of city infrastructure such as water and sewer system improvements. Debt service on these bonds is covered by utility ratepayers. Some projects currently under construction that are funded through these types of bonds are:

### Water Quality Improvements - Install Residual Control Systems in the City's Ground Storage Reservoirs

The City of Southlake receives its water from the City of Fort Worth's Water Department. Fort Worth treats the water then pumps the water through several large transmission lines that travel several miles before arriving at Southlake's point of entry. The treated water is required by law to maintain a specific disinfectant level due to keep the water safe for public consumption.

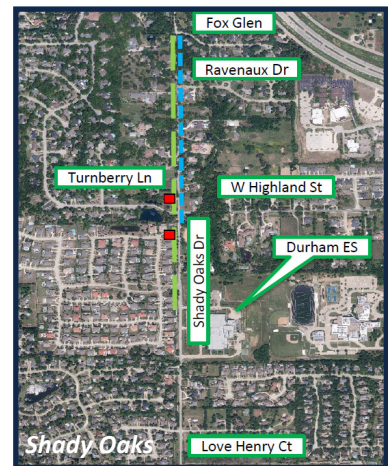
Daily consumption impacts how long the water remains in the transmission lines. Higher consumptions will move the water faster and the disinfectant levels remain fairly constant from treatment to the consumer. Lower consumption results in water traveling through the system much slower. The longer the water remains idle in the system the faster the disinfectant residual will decrease allowing bacteria to grow in the water system. This bacteria, if left uncontrolled, will render the water undrinkable. The City flushes water during times of lower demand, such as during the cooler months, to keep the disinfectant products at optimum levels. The flushing efforts are effective but cost money and waste a precious resource. Maintaining water quality directly impacts resident health and ensures the City maintains its "Superior" water rating by the Texas Commission on Environmental Quality (TCEQ).

The proposed residual control system will give the City of Southlake the ability to add disinfecting chemicals to Southlake's water distribution system. This will help us maintain our water quality by being able to manage and dose disinfectant into the water system to reduce our flushing efforts. This project was the result of consultant's recommendation from the City's water quality evaluation.

### Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I)

This project will add a 12-inch water line along Shady Oaks from Highland Street to West Dove Road, and an 8-inch sewer line from Highland Street to Fox Glen. This project will improve water quality, service and fire protection in the region. Additionally, the completed sewer line will convert this area from a sanitary lift station to a gravity sanitary sewer system, eliminating the need for the maintenance and upkeep of the existing lift station.

The schedule at right shows the City's outstanding revenue bond debt, including principal and interest amounts as well as the bond maturity date.



**SUMMARY OF REVENUE BONDS  
PRINCIPAL AND INTEREST REQUIREMENTS**

	<u>2022 REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 Series Certificates of Obligation	135,000	49,800	184,800	February 2032
2012 GO Refunding	30,000	3,450	33,450	February 2026
2013 Series Certificates of Obligation	120,000	49,156	169,156	February 2033
2013 GO Refunding	150,000	13,200	163,200	February 2024
2014 Series Certificates of Obligation	200,000	95,850	295,850	February 2034
2014 GO Refunding	105,000	15,075	120,075	February 2026
2015 Series Certificates of Obligation	145,000	76,081	221,081	February 2035
2017 GO Refunding	381,694	108,344	490,038	February 2028
2017 Series Certificates of Obligation	210,000	163,176	373,176	February 2037
2018 Series Certificates of Obligation	165,000	126,700	291,700	February 2038
2019 GO Refunding	570,000	251,850	821,850	February 2030
2021 GO Refunding	<u>141,000</u>	<u>23,771</u>	<u>164,771</u>	February 2031
<b>Net Revenue Bond Debt Service Requirements</b>	2,352,694	976,453	3,329,147	

	<u>TOTAL REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 Series Certificates of Obligation	1,720,000	300,863	2,020,863	February 2032
2012 GO Refunding	90,000	6,450	96,450	February 2026
2013 Series Certificates of Obligation	1,685,000	325,694	2,010,694	February 2033
2013 GO Refunding	465,000	22,725	487,725	February 2024
2014 Series Certificates of Obligation	3,135,000	713,287	3,848,287	February 2034
2014 GO Refunding	555,000	42,825	597,825	February 2026
2015 Series Certificates of Obligation	2,545,000	581,300	3,126,300	February 2035
2017 GO Refunding	3,020,027	410,539	3,430,566	February 2028
2017 Series Certificates of Obligation	4,675,000	1,324,401	5,999,401	February 2037
2018 Series Certificates of Obligation	3,765,000	1,160,838	4,925,838	February 2038
2019 GO Refunding	5,440,000	1,157,350	6,597,350	February 2030
2021 GO Refunding	<u>2,035,000</u>	<u>135,104</u>	<u>2,170,104</u>	February 2031
<b>Net Revenue Bond Debt Service Requirements</b>	29,130,027	6,181,376	35,311,403	

INTEREST SHOWN IS THE TOTAL OF EACH ANNUAL  
REQUIREMENT FOR THE REMAINING LIFE OF THE SERIES



## DEBT SERVICE FUND

*This fund accumulates ad valorem tax dollars to pay for the annual portion of tax supported debt outstanding.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Ad Valorem Taxes	\$6,154,505	\$5,878,283	\$5,878,283	\$0	0.0%	\$5,395,275	(\$483,008)	-8.2%
Miscellaneous Income	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
Interest Income	<u>77,486</u>	<u>55,000</u>	<u>6,000</u>	<u>(49,000)</u>	-89.1%	<u>6,300</u>	<u>(48,700)</u>	-88.5%
<b>Total Revenues</b>	<b>\$6,231,991</b>	<b>\$5,933,283</b>	<b>\$5,884,283</b>	<b>(\$49,000)</b>	<b>-0.8%</b>	<b>\$5,401,575</b>	<b>(\$531,708)</b>	<b>-9.0%</b>
<b>EXPENDITURES</b>								
Principal	\$6,506,675	\$6,766,201	\$6,766,201	\$0	0.0%	\$4,675,306	(\$2,090,895)	-30.9%
Interest	\$1,216,124	\$853,720	\$853,720	0	0.0%	\$651,326	(202,394)	-23.7%
Admin. Expenses	<u>\$10,912</u>	<u>\$19,500</u>	<u>\$19,500</u>	<u>0</u>	0.0%	<u>\$19,500</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$7,733,711</b>	<b>\$7,639,421</b>	<b>\$7,639,421</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$5,346,132</b>	<b>(\$2,293,289)</b>	<b>-30.0%</b>
<b>Net Revenues</b>	<b><u>(\$1,501,720)</u></b>	<b><u>(\$1,706,138)</u></b>	<b><u>(\$1,755,138)</u></b>	<b><u>(\$49,000)</u></b>		<b><u>\$55,443</u></b>	<b><u>\$1,761,581</u></b>	
Transfers In	174,243	174,609	174,609	0		173,859		
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>			<u>0</u>		
<b>Total other Sources/(Uses)</b>	<b><u>\$174,243</u></b>	<b><u>\$174,609</u></b>	<b><u>\$174,609</u></b>			<b><u>\$173,859</u></b>		
Beginning Fund Balance	\$5,963,041	\$4,635,564	\$4,635,564			\$3,055,035		
<b>Ending Fund Balance</b>	<b><u>\$4,635,564</u></b>	<b><u>\$3,104,035</u></b>	<b><u>\$3,055,035</u></b>			<b><u>\$3,284,337</u></b>		

## FY 2022 HIGHLIGHTS:

- For FY 2022, revenues are estimated at \$5,401,575 with \$5,395,275 coming from ad valorem taxes and \$6,300 from interest income. Transfers into the fund are budgeted at \$173,859 from the Storm Water Utility District to pay the debt service for the bonds issued on the District's behalf. Total expenditures are \$5,346,132 for annual principal and interest payments, as well as related administrative costs.
- The Debt Service Fund will end the current fiscal year with undesignated reserves of \$3,284,337. The fund balance allows us to meet our fund balance policy which states that the City of Southlake "...shall also maintain Reserve Funds for all statutorily required reserve funds to guarantee debt service."



## SOUTHLAKE PARKS DEVELOPMENT CORPORATION

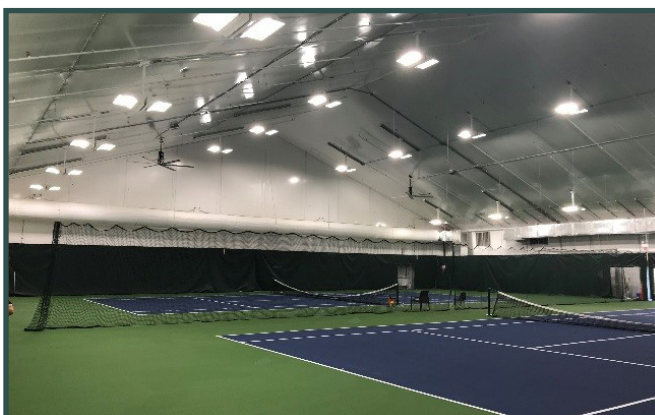
The Southlake Park Development Corporation (SPDC) was formed when Southlake voters approved the special levy of a half-cent sales tax in the mid-1990s. The half-cent, which generates over \$7 million per year, is dedicated toward the acquisition and development of Southlake’s park land. The specific projects are identified in the City’s Capital Improvements Program. State law permits these funds to be used for operational costs, as well as capital costs.

Many park projects are funded through SPDC-supported bonds. Most recently, bonds were sold to fund the expansion of Bicentennial Park, which includes the new Tennis Center. The new Tennis Center replaced the existing facility, and opened in April 2018. The new center is 6,100 square feet (approximately 2,000 square feet more than the original building) with approximately 2,000 square feet of patio area and five tennis court shade structures.

An addendum to the Tennis Center project authorized the enclosing of two outdoor tennis courts. The state of the art facility will include features such as high volume fans and HVAC climate control. The two indoor courts are separated by partition netting and provide additional netting around the courts to catch loose tennis balls. The lighting within the facility gives players the option to light the entire space or just their individual court. The high-end facility will support recreational play.

These enhancements are a part of the Southlake 2030 Parks, Recreation and Open Space/ Community Facilities Master Plan, which is divided into in three phases. The newly enclosed facility is part of the Bicentennial Park Phase 3 project, which was completed in 2019.

The schedule at right shows the City’s outstanding SPDC bond debt, including principal and interest amounts as well as the bond maturity date.



**SUMMARY OF SOUTHLAKE PARKS AND DEVELOPMENT BONDS  
PRINCIPAL AND INTEREST REQUIREMENTS**

	<u>2022 REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 Certificates of Obligation	285,000	105,706	390,706	<b>February 2031</b>
2014 Sales Tax Revenue Refunding Bonds	1,385,000	201,675	1,586,675	<b>February 2032</b>
2019 General Obligation Refunding Bonds	420,000	194,450	614,450	<b>February 2027</b>
2021 General Obligation Refunding Bonds	<u>182,000</u>	<u>22,965</u>	<u>204,965</u>	<b>February 2031</b>
<b>Net SPDC Debt Service Requirements</b>	2,272,000	524,796	2,796,796	

	<u>TOTAL REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2012 Certificates of Obligation	3,650,000	640,306	4,290,306	<b>February 2031</b>
2014 Sales Tax Revenue Refunding Bonds	7,415,000	604,125	8,019,125	<b>February 2032</b>
2019 General Obligation Refunding Bonds	4,165,000	894,075	5,059,075	<b>February 2027</b>
2021 General Obligation Refunding Bonds	<u>1,989,000</u>	<u>125,423</u>	<u>2,114,423</u>	<b>February 2031</b>
<b>Net SPDC Debt Service Requirements</b>	17,219,000	2,263,929	19,482,929	



**SOUTHLAKE PARKS DEVELOPMENT CORPORATION (SPDC) DEBT SERVICE FUND**

*This fund is used to account for the accumulation of financial resources for payment of long-term principle and interest costs for SPDC-approved park improvements.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest Income	\$24,382	\$17,000	\$1,800	(\$15,200)	-89.4%	\$1,900	(\$15,100)	-88.8%
<b>Total Revenues</b>	<b>\$24,382</b>	<b>\$17,000</b>	<b>\$1,800</b>	<b>(\$15,200)</b>	<b>-89.4%</b>	<b>\$1,900</b>	<b>(\$15,100)</b>	<b>-88.8%</b>
<b>EXPENDITURES</b>								
Principal	\$2,050,000	\$2,165,000	\$2,165,000	\$0	0.0%	\$2,272,000	\$107,000	4.9%
Interest	768,270	650,224	650,224	0	0.0%	524,796	(125,428)	-19.3%
Admin. Expenses	5,302	6,000	6,000	0	0.0%	6,000	0	0.0%
<b>Total Expenditures</b>	<b>\$2,823,572</b>	<b>\$2,821,224</b>	<b>\$2,821,224</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$2,802,796</b>	<b>(\$18,428)</b>	<b>-0.7%</b>
<b>Net Revenues</b>	<b>(\$2,799,190)</b>	<b>(\$2,804,224)</b>	<b>(\$2,819,424)</b>	<b>\$0</b>		<b>(\$2,800,896)</b>	<b>(\$18,428)</b>	
Bond Proceeds	\$0	\$0	\$0			\$0		
Transfers In	\$2,818,269	\$2,815,224	\$2,815,224	0		\$2,796,796		
<b>Total Other Sources (Uses)</b>	<b>\$2,818,269</b>	<b>\$2,815,224</b>	<b>\$2,815,224</b>			<b>\$2,796,796</b>		
Beginning Fund Balance	\$1,881,254	\$1,900,333	\$1,900,333			\$1,896,133		
<b>Ending Fund Balance</b>	<b>\$1,900,333</b>	<b>\$1,911,333</b>	<b>\$1,896,133</b>			<b>\$1,892,033</b>		

**FY 2022 HIGHLIGHTS:**

- The Southlake Parks Development Corporation is responsible for paying principal and interest on outstanding debt. For FY 2022, the SPDC Debt Service Fund will cover total expenditures of \$2,802,796 for this purpose.



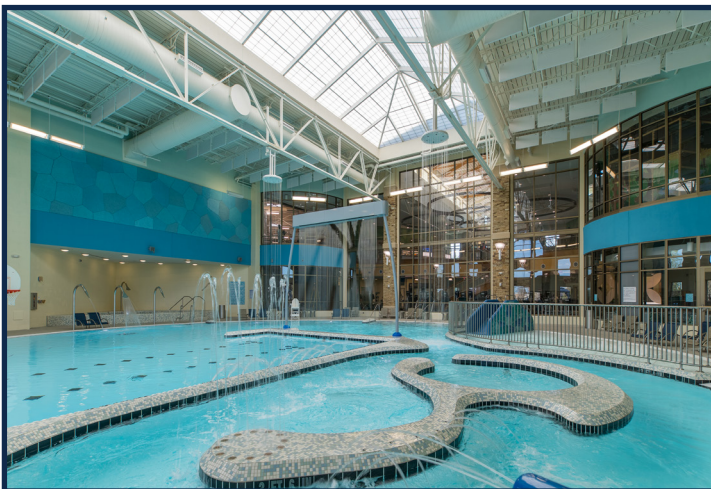
## COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION

The Community Enhancement and Development Corporation (CEDC) was formed when Southlake voters approved the special levy of a 3/8 cent sales tax in 2015. The funds are dedicated toward the construction of Phase II of The Marq Southlake, known as Champions Club. Funds will also be used to support operational expenses related to The Marq as well as special economic development projects.

In December 2015, the City opened Phase I of The Marq Southlake, Legends Hall. Legends Hall includes amenities such as a ballroom, multipurpose conference and meeting space, club lounge, full catering kitchen, and an outdoor amphitheater. The Senior Center is also included in Legends Hall. Phase I was paid for with cash, primarily from the General Fund.

Champions Club held its grand opening in April 2019, and is funded through the CEDC sales tax revenue bonds. The 84,000 square foot, state-of-the-art facility includes amenities such as an indoor pool, outdoor turf training field, spaces for fitness, performance training, gymnasium, indoor jog/walk track, indoor aquatics, indoor playground, party rooms, early learning classroom, child watch and multipurpose classrooms for programs.

The schedule at right shows the City's outstanding CEDC bond debt, including principal and interest amounts as well as the bond maturity date.



**SUMMARY OF SOUTHLAKE COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION  
PRINCIPAL AND INTEREST REQUIREMENTS**

	<u>2022 REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2016 Sales Tax Revenue Bonds	1,040,000	698,950	1,738,950	February 2036
2017 Sales Tax Revenue Bonds	<u>435,000</u>	<u>269,106</u>	<u>704,106</u>	February 2036
<b>Net CEDC Debt Service Requirements</b>	1,475,000	968,056	2,443,056	

	<u>TOTAL REQUIREMENTS</u>			<u>MATURITY DATE</u>
	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	
2016 Sales Tax Revenue Bonds	\$20,755,000	\$5,303,175	\$26,058,175	February 2036
2017 Sales Tax Revenue Bonds	<u>8,420,000</u>	<u>2,128,028</u>	<u>10,548,028</u>	February 2036
<b>Net CEDC Debt Service Requirements</b>	29,175,000	7,431,203	36,606,203	





**COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION (CEDC) DEBT SERVICE FUND**

The Community Enhancement and Development Corporation Debt Service Fund is used to account for the accumulation of financial resources for payment of long-term principle and interest costs for debt incurred to construct Champions Club at The Marq Southlake.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest Income	\$9,036	\$5,000	\$1,000	(\$4,000)	-80.0%	\$1,050	(\$3,950)	-79.0%
<b>Total Revenues</b>	<b>\$9,036</b>	<b>\$5,000</b>	<b>\$1,000</b>	<b>(\$4,000)</b>	<b>-80.0%</b>	<b>\$1,050</b>	<b>(\$3,950)</b>	<b>-79.0%</b>
<b>EXPENDITURES</b>								
Principal	\$1,340,000	1,410,000	\$1,410,000	\$0	0.0%	\$1,475,000	\$65,000	4.6%
Interest	1,102,406	1,018,806	1,018,806	0	0.0%	968,056	(50,750)	-5.0%
Admin. Expenses	5,000	8,000	8,000	0	0.0%	8,000	0	0.0%
<b>Total Expenditures</b>	<b>\$2,447,406</b>	<b>\$2,436,806</b>	<b>\$2,436,806</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$2,451,056</b>	<b>\$14,250</b>	<b>0.6%</b>
<b>Net Revenues</b>	<b>(\$2,438,370)</b>	<b>(\$2,431,806)</b>	<b>(\$2,435,806)</b>	<b>\$0</b>		<b>(\$2,450,006)</b>	<b>\$14,250</b>	
Bond Proceeds	\$0	\$0	\$0			\$0		
Transfers In	\$2,429,906	\$2,436,806	\$2,429,906	(6,900)		\$2,451,056		
<b>Total Other Sources (Uses)</b>	<b>\$2,429,906</b>	<b>\$2,436,806</b>	<b>\$2,429,906</b>			<b>\$2,451,056</b>		
Beginning Fund Balance	\$574,713	\$566,249	\$566,249			\$560,349		
<b>Ending Fund Balance</b>	<b>\$566,249</b>	<b>\$571,249</b>	<b>\$560,349</b>			<b>\$561,399</b>		

**FY 2022 HIGHLIGHTS:**

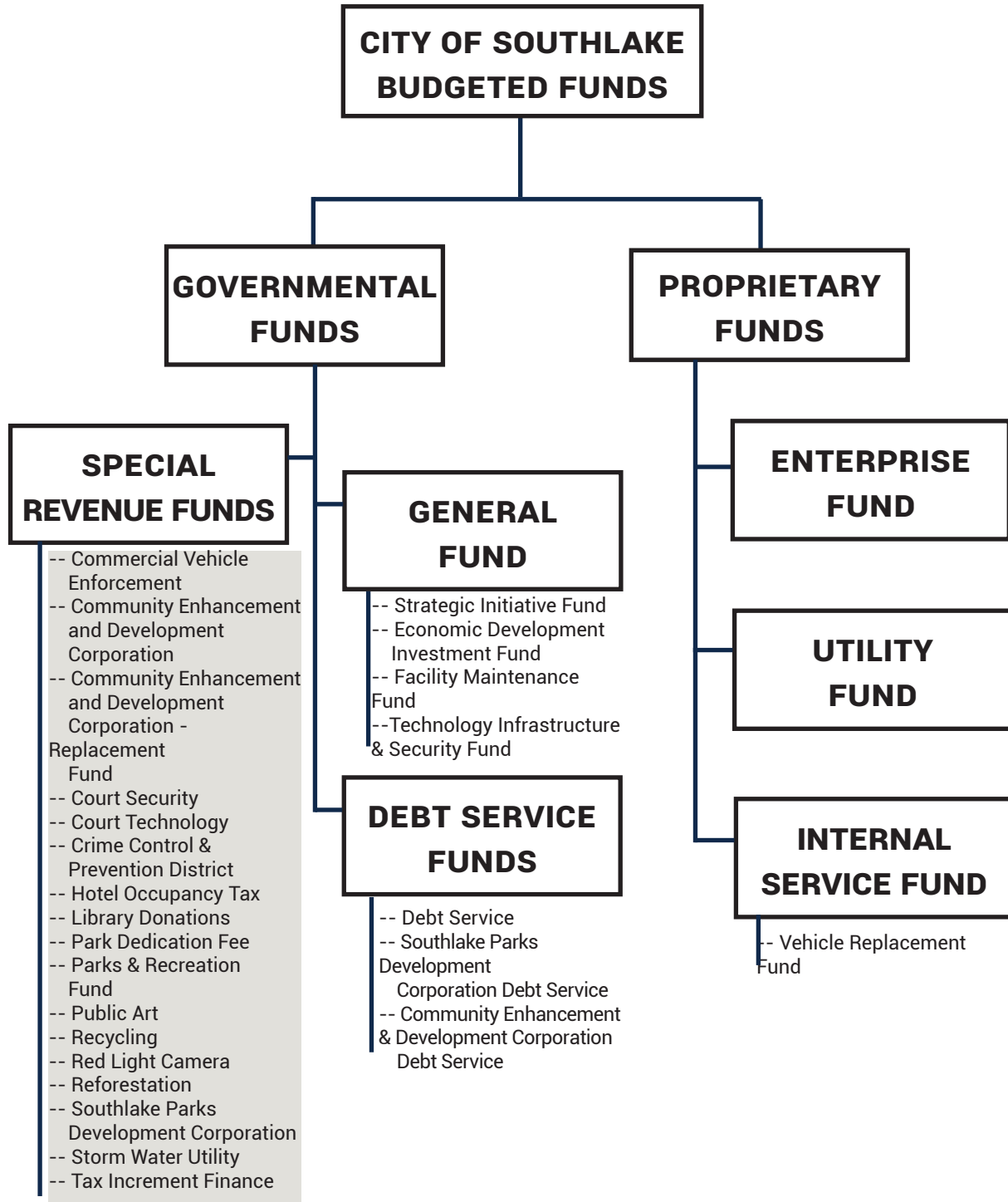
- The Community Enhancement and Development Corporation is responsible for paying principal and interest on outstanding debt. For FY 2022, the CEDC Debt Service Fund will cover total expenditures of \$2,451,056 for this purpose.

The background of the cover is a photograph of a park-like setting. In the foreground, there is a large, multi-tiered fountain with water cascading down. In the background, a building with a traditional roof is visible, surrounded by trees. A large, semi-transparent dollar sign watermark is centered over the image. The text is overlaid on the left side of the image.

# **SPECIAL REVENUE FUNDS EXPENDITURES**

**CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022**

# CITY OF SOUTHLAKE FUND STRUCTURE CHART



## INTRODUCTION

The City of Southlake has 54 funds with specific purposes which are defined by federal, state, or local laws. They include the General Fund which is used for general city operations, the Utility Fund which is used to support the City's water, sewer, drainage, and solid waste service, and a multitude of Special Revenue and Capital Project Funds. Simply stated, funds are set up like separate companies which must operate under specific parameters.

For example, the City receives \$0.02 of sales tax for every dollar spent in our city limits. One of those pennies goes to the General Fund and can be spent on general operating costs, like supplies, salaries, and general maintenance. The other penny is split between our Crime Control and Prevention District, the Southlake Parks Development Corporation and the Community Enhancement and Development Corporation. These three units of the City of Southlake were voted on by the residents, but state law determines how that money is spent. We can only use it for the purposes outlined in the original referendum presented to the voters, so we set up separate funds to account for the revenues and expenditures of each unit.

In another example the City receives proceeds from bonds issued for various projects. The Official Statement for a bond issue outlines how much money the City will receive, how that money will be repaid, and on what the money can be spent. This document is legally binding on City officials and is enforced by federal, state, and local laws. If the Official Statement says we received \$12,000,000 for roadway improvements, City Council and management may not opt to spend it on equipment or supplies. The money is recorded in a Capital Project Fund for roadway improvements and can only be spent on roadway improvements.

Although these examples are for three very specific funds, the same concept of expense restrictions applies to all special revenue funds. As a result, reporting revenues and expenses for the City of Southlake includes 54 miniature financial statements in addition to a Citywide financial statement. It may appear that money is available to spend when in fact the majority of the money is restricted by law. The chart at left shows the structure of all of the City of Southlake's funds. This section of the budget document will focus on those special revenue funds that are highlighted.

## WHAT ARE SPECIAL REVENUE FUNDS?

Special revenue funds are general government funds where the source of revenue is dedicated to a specific purpose as described below:

- **Commercial Vehicle Enforcement**  
This fund accounts for fines collected from commercial vehicle violations. Use of these funds is restricted for commercial vehicle enforcement, per State law.
- **Community Enhancement and Development Corporation (CEDC)**  
The Community Enhancement and Development Corporation was formed when Southlake voters approved the special levy of a 3/8 cent sales tax in 2015. The funds are dedicated toward the construction of Champions Club at The Marq Southlake, a community events and recreation facility. Funds are used to support operational expenses related to The Marq as well as special economic development projects.
- **Community Enhancement and Development Corporation - Replacement Fund**  
The Community Enhancement and Development Corporation - Replacement Fund accounts for the resources needed to manage the purchase of replacement equipment and capital outlay at The Marq Southlake. The establishment and funding of the Community Enhancement and Development Corporation - Replacement Fund was designed to even out expenses for the Community Enhancement and Development Corporation from year to year and provide a logical method for purchasing and retiring needed equipment and capital outlay.

- **Court Security**

This fund accounts for a percentage of the monies collected from the payment of fines and forfeitures. Use of these funds is restricted for the purchase of court security items, per State law.
- **Court Technology**

This fund accounts for a percentage of the monies collected from the payment of fines and forfeitures. Use of these funds is restricted for purchase of court technology, per State law.
- **Crime Control and Prevention District (CCPD)**

The half-cent sales tax collection to fund the Crime Control and Prevention District began in April 1998, with the first sales tax check received in June 1998. State law provides that a district's initial life is limited to five years. Voters may continue the district by approval of a referendum. In February 2002, Southlake voters approved the continuation of the CCPD for 15 years and in May 2015, voters approved the reduction of the sales tax to 1/8 cent, and in May 2017 voters reauthorized the CCPD through 2038. This fund has been used to build facilities for and to support the Southlake Police Department. This fund also supports the City's School Resource Officer Program.
- **Hotel Occupancy Tax**

The Hotel Occupancy Tax is authorized under the Texas Tax Code, Chapter 351. The City of Southlake adopted Ordinance No. 769 in February 2000, levying a 7% tax on room receipts. The tax on rooms is providing the revenues to the City in this category. The first expenditures from this fund were made in FY 2008. Use of these funds is restricted. Expenses must be authorized uses under the Texas Tax Code, Chapter 351.
- **Library Donations**

This fund accounts for library donations collected. Use of these funds is restricted for library purposes.
- **Park Dedication**

This fund accounts for dedication fees on new development. Use of park dedication fees is restricted to park improvements and primarily used for capital expenses.
- **Parks and Recreation Fund**

This fund accounts for resources restricted for event and other sponsorship funds collected through the City's sponsorship program.
- **Public Art**

The Public Art Fund was established to account for funding that is available for public art promotion, creation, and/or installation throughout the City of Southlake.
- **Recycling**

This fund accounts for an annual payment to the City made by the City's solid waste services provider, per the terms of the service contract.
- **Red Light Camera**

This fund accounts for funds collected from violations issued from the City's red light enforcement camera system. Funds collected by the City of Southlake as a result of violations/citations issued, must be used for traffic safety programs, per State law. Governor Greg Abbott signed a bill into law banning the use of red light cameras on June 1, 2019. Under the new law, the City's red light camera program immediately ceased operation.

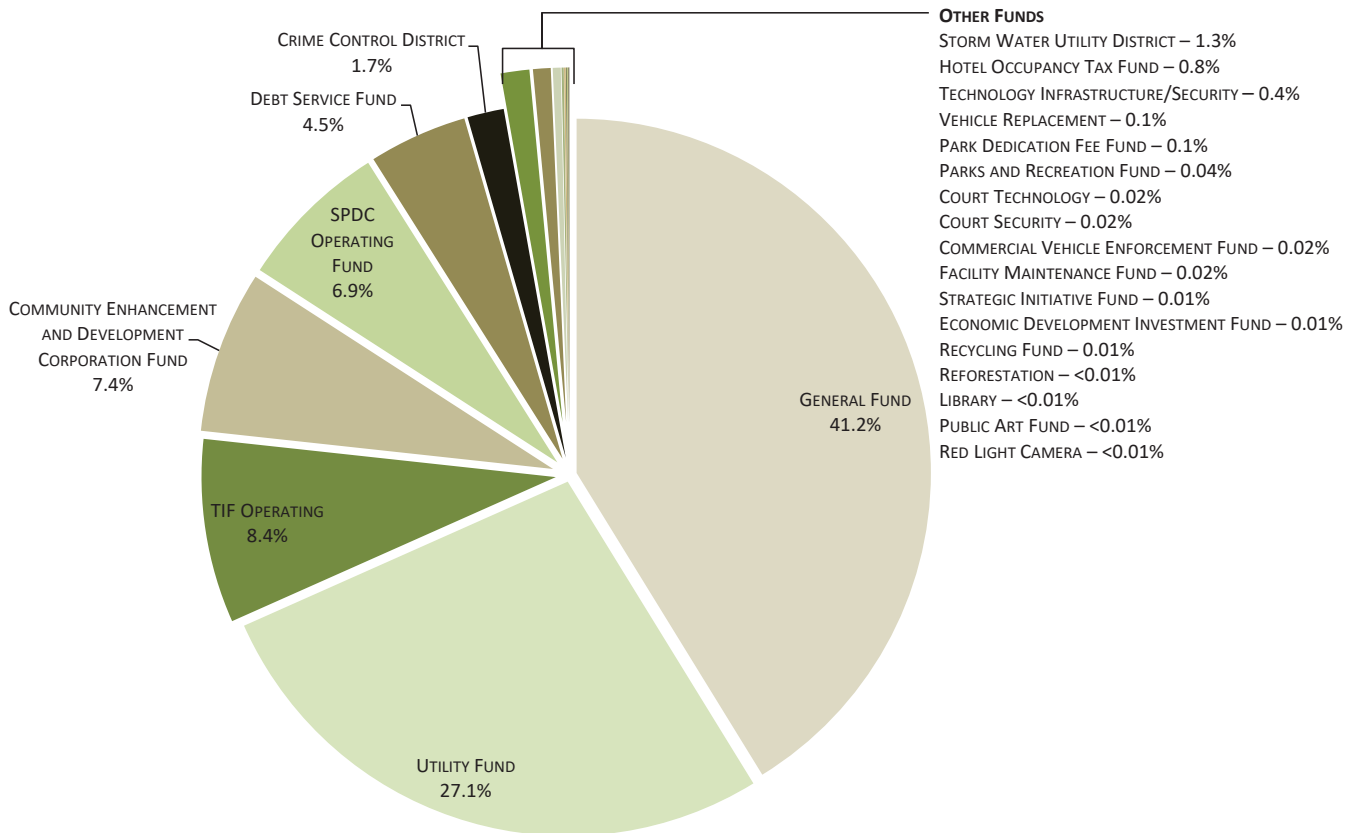
- Reforestation**  
 This fund accounts for monies derived from assessments related to the tree preservation ordinance and policies.
- Southlake Parks Development Corporation (SPDC)**  
 The Southlake Parks Development Corporation was formed when Southlake voters approved the special levy of a half-cent sales tax in the mid-1990s. The half-cent, which generates about \$5 million per year, is dedicated toward the acquisition and development of Southlake’s park land. The specific projects are identified in the City’s Capital Improvements Program. State law permits these funds to be used for operational costs, as well as capital costs.
- Storm Water Utility**  
 This fund accumulates dollars collected by the storm water utility fee paid monthly by the owners of all of Southlake’s developed properties. These fees provide a funding source for maintenance, repair, and construction of storm water facilities, and can only be spent for these purposes. The monthly storm water fee is the same for all residential dwelling units. Residential properties are charged \$8 per month for each dwelling unit that is on the property. Fees for non-residential properties are calculated individually in proportion to each property’s storm water runoff potential.
- Tax Increment Finance District**  
 Tax Increment Reinvestment Zone (TIRZ) Number One or the Tax Increment Finance (TIF) District was created in 1997, with an effective beginning date of January 1, 1998. It was designed to encourage quality commercial development in the City. Incremental values subsequent to January 1997 are taxed at the City’s tax rate; however, 100% of the “captured” ad valorem revenues are utilized within the zone, rather than being allocated to the City’s overall budget. Overlapping taxing entities, including Tarrant County, Tarrant County College District, Tarrant County Hospital District, and the Carroll Independent School District have participated at varying levels as investors in TIRZ #1 by assigning their ad valorem tax dollars as well. These funds pay for public projects in Town Square, such as water, sewer and roads within the District. In 2018, TIRZ #1 was extended for an additional 20 years. This means that funds will continue to be collected on the incremental tax value and invested in the zone for an additional twenty years. The City of Southlake and Carroll ISD are the only participating entities with the 20 year extension.

## HOW ARE SPECIAL REVENUE FUNDS USED?

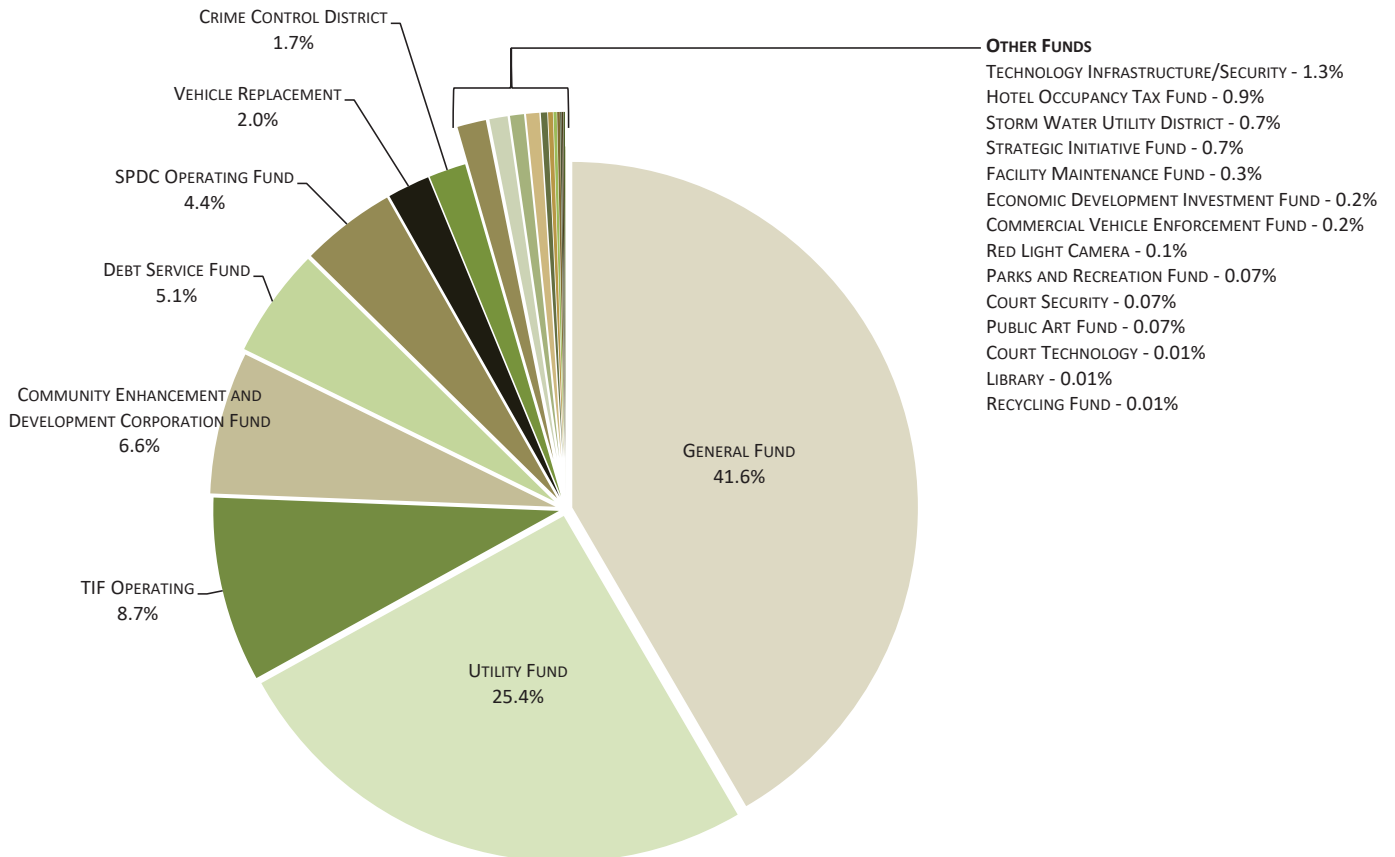
The charts on the following pages illustrate all City revenues and expenditures and show that the General Fund and Utility Fund account for about 70% of revenues and expenditures (to read more about these funds see the General Fund and Utility Fund sections). These charts also show that aside from debt service, special revenue funds account for the remainder.

So what does this mean for Southlake? By utilizing special revenue funds, the City is able to strategically invest dollars in projects that can be funded through dedicated revenue streams rather than spreading these costs to the property taxpayers by spending General Fund property tax revenues.

**WHERE THE MONEY COMES FROM (ALL FUNDS)**



**WHERE THE MONEY GOES (ALL FUNDS)**



# SALES TAX DISTRICT FUND SUMMARIES & FY 2022 HIGHLIGHTS



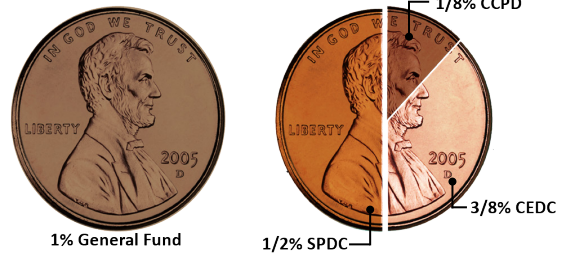


### SALES TAX DISTRICTS

As with all other special revenue funds, sales tax districts revenues are designated for specific purposes. State law regulates both the types of sales tax districts cities may utilize and the use of their funds, and the final approval of all sales tax districts is up to the voters. In Southlake, the total sales tax rate is 8.25%. Of that, the City receives a \$0.02 of sales tax for every dollar spent in our city limits (the remainder goes to the State).

One of those pennies goes to the General Fund and can be spent on general operating costs, like supplies, salaries, and general maintenance. The other penny is split between our Crime Control and Prevention District (CCPD), the Southlake Parks Development Corporation (SPDC), and the Community Enhancement and Development Corporation (CEDC). The money collected in these districts can only be used for the purposes outlined in the original referendum presented to the voters, so we set up separate funds to account for the revenues and expenditures of each unit.

### SOUTHLAKE SALES TAX DISTRICTS



### HOW DOES SALES TAX BENEFIT SOUTHLAKE RESIDENTS?

We estimate that non-residents that shop and dine in Southlake generate up to 70% of the sales tax revenue. Why is this important? This means that “imported tax payers” visiting the City are footing a large portion of the bill for important infrastructure and services that these funds provide. These monies are used to fund parks development, crime prevention and safety initiatives, construction and operations of The Marq Southlake, and economic development, as well as pay off the debt for these funds. Utilizing special sales tax districts has allowed the City of Southlake to maintain an excellent financial condition and reduce the property tax burden. In FY 2022, more than 38% of the total debt service will be repaid using sales tax collected for these districts.

### SALES TAX REVENUE SINCE 2017



Southlake’s strong shopping and dining economy has helped maintain steady sales tax growth since the economy began recovering from the recession in 2011. For FY 2022, we anticipate total sales tax revenue to be \$32,551,555. This is a 1.9% increase over the Adopted FY 2021 Budget. The chart above shows the sales tax collection since 2017.

The remainder of this section will provide more detail about each of the special sales tax districts and their uses.

### CRIME CONTROL PREVENTION DISTRICT (CCPD)

In 1997, Southlake led the area in growth as the population jumped from 7,080 to 16,750 residents. Along with the rapid growth, resources became thin and providing a safe environment was deemed critical to the continued economic and social vitality of the City. As a result, the Crime Control and Prevention District (CCPD) was created as a means of funding necessary public safety facilities and equipment in an effort to enhance community safety while sharing the tax burden with non-residents who spend money in Southlake.

The half-cent sales tax collection to fund the CCPD began in April 1998, with the first sales tax check received in June 1998. State law provides that a district's life is limited to five years, unless voters continue the district by approval of a referendum. In February 2002, Southlake voters approved the continuation of the CCPD for 15 years, and the District was set to sunset in 2018 unless reauthorized by the voters.

In May 2015, Southlake voters, chose to reallocate a three-eighths cent portion from the CCPD to the formation of a new sales tax district to fund recreational and economic development projects. Approval of the new district provided the funding needed to construct and support operations of the new community center, The Marq Southlake. This left a one-eighth cent allocation remaining for CCPD activities through the new sunset period, 2038, as authorized by the voters in May 2017.

#### Fund Utilization

Allowable CCPD expenses include: CCPD program administration, treatment and preventative programs, court and prosecution services, community related crime prevention, and police and law enforcement related programs.

Today, the primary use of the fund is to pay for School Resource Officers at Carroll ISD schools, as well as for needed materials and equipment for the Police Department. The use of the CCPD allowed the City of Southlake to fund major initiatives to improve the safety and security in Southlake, including:

- **DPS West Facility:** The DPS West facility opened in March 2002 and was funded with \$4 million of CCPD monies. In 2018, the district funded another \$2.2 million for the reconfiguration of the facility. This facility provides quick access to home and businesses on the west side of Southlake.
- **DPS Headquarters:** DPS Headquarters was dedicated on January 8, 2010, after nearly two years of construction, and was funded with \$30 million of CCPD funding. The 80,000 plus square-foot structure was customized to accommodate both the current and future needs of the community.
- **DPS North Station:** The DPS North station is strategically positioned to serve the northern parts of the city faster, which results in saving lives and property. Additionally, the state-of-the-art facility includes an indoor gun range, 112 seat auditorium for training, and fire station. The CCPD revenue allowed the City to pay for the \$16.7 million facility in 50% cash and pay the remainder with four-year bonds.
- Other safety programs and initiatives, including the enhanced School Resource Officer program, continuation of the K-9 program, and the implementation of body-worn cameras.

### CCPD GOALS

With the reauthorization of the CCPD in May 2017, the Board outlined the following strategies to guide future CCPD investments:



**Achieve the highest standards of school safety and security through the School Resource Officer program.**



**Achieve the highest standards of safety and security through:**

- public education, community engagement, and specialized programs that support a low crime rate and effective emergency response;
- modern technology and equipment; and,
- a well-trained, well-equipped and professional police department.



**Invest to provide high quality public safety facilities.**

**CRIME CONTROL & PREVENTION DISTRICT (CCPD) FUND**

The half-cent sales tax collection to fund the Crime Control and Prevention District began in April 1998, with the first sales tax check received in June 1998. State law provides that a district’s initial life is limited to five years. Voters may continue the district by approval of a referendum. In February 2002, Southlake voters approved the continuation of the CCPD for 15 years, in May 2015 voters approved the reduction of the sales tax to 1/8 cent, and in May 2017 voters reauthorized the CCPD through 2038. This fund has been used to build facilities for and support the Departments of Public Safety. This fund also supports the City’s School Resource Officer Program.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Sales Tax	\$1,921,480	\$1,749,330	\$1,970,000	\$220,670	12.6%	\$1,999,550	\$250,220	14.3%
Miscellaneous Income	\$0	\$0	\$0	\$0	0.0%	\$0	(\$0)	0.0%
Interest Income	<u>\$50,708</u>	<u>\$38,000</u>	<u>\$4,500</u>	<u>(\$33,500)</u>	-88.2%	<u>\$4,725</u>	<u>(\$33,275)</u>	-87.6%
<b>Total Revenues</b>	<b>\$1,972,188</b>	<b>\$1,787,330</b>	<b>\$1,974,500</b>	<b>\$187,170</b>	<b>10.5%</b>	<b>\$2,004,275</b>	<b>\$216,945</b>	<b>12.1%</b>
<b>EXPENDITURES</b>								
Personnel	\$1,039,106	\$1,144,884	\$1,144,884	\$0	0.0%	\$1,171,691	\$26,807	2.3%
Operations	\$439,756	\$177,146	\$177,146	0	0.0%	\$576,814	399,668	225.6%
Capital	<u>\$0</u>	<u>\$420,000</u>	<u>\$143,309</u>	<u>(276,691)</u>	-65.9%	<u>\$65,000</u>	<u>(355,000)</u>	-84.5%
<b>Total Expenditures</b>	<b>\$1,478,862</b>	<b>\$1,742,030</b>	<b>\$1,465,339</b>	<b>(\$276,691)</b>	<b>-15.9%</b>	<b>\$1,813,505</b>	<b>\$71,475</b>	<b>4.1%</b>
<b>Net Revenues</b>	<b><u>\$493,326</u></b>	<b><u>\$45,300</u></b>	<b><u>\$509,161</u></b>	<b><u>\$463,861</u></b>		<b><u>\$190,770</u></b>	<b><u>\$145,470</u></b>	
Transfers In-SPDC	\$0	\$0	\$0			\$0		
Transfer out-Crime Control CIP	(\$400,000)	\$0	\$0			(\$1,000,000)		
Transfers Out-General Fund	<u>(79,040)</u>	<u>(71,493)</u>	<u>(71,493)</u>			<u>(80,171)</u>		
<b>Total Other Sources (Uses)</b>	<b><u>(\$479,040)</u></b>	<b><u>(\$71,493)</u></b>	<b><u>(\$71,493)</u></b>			<b><u>(\$1,080,171)</u></b>		
Beginning Fund Balance	\$4,432,572	\$4,446,858	\$4,446,858			\$4,884,526		
<b>Ending Fund Balance</b>	<b><u>\$4,446,858</u></b>	<b><u>\$4,420,665</u></b>	<b><u>\$4,884,526</u></b>			<b><u>\$3,995,125</u></b>		

**FY 2022 HIGHLIGHTS:**

- For FY 2022, \$1,999,550 is anticipated in sales tax collections for the District, along with \$4,725 in interest income for total revenues of \$2,004,275.
- Total operating expenditures are \$1,813,505 for FY 2022 and include ongoing allocation of dollars for the School Resource Officer program. Additionally, funding is included for in-car video and body worn camera replacement (\$100,915), CAD/ Records Management System (\$65,000), replacement tasers and cartridges (\$40,410), SWAT Team equipment (\$50,763), and LEAD (Law Enforcement Against Drugs) education and awareness curriculum for grade school children (\$8,551).
- A transfer of \$80,171 to the General Fund is planned for an indirect charge.
- The ending fund balance for the CCPD Operating Fund is projected at \$3,995,125.

### SOUTHLAKE PARKS DEVELOPMENT CORPORATION (SPDC)

In the mid-1990s, the City Council called for a special election to petition the voters of Southlake to approve the adoption of a half cent sales tax for the benefit of the Southlake Parks Development Corporation (SPDC). The SPDC has allowed the City to accelerate the development of the City’s park system, as defined by the park master plan. It is a critical funding source for the ongoing improvement of the City’s quality of life through parks and open space.

The SPDC is a Type B corporation that can expend funds for a wide variety of projects. Type B projects consist of land, buildings, equipment, facilities or expenditures for industrial or commercial ventures that create primary jobs; funding or constructing infrastructure for commercial areas; and projects related to recreation and community facilities.

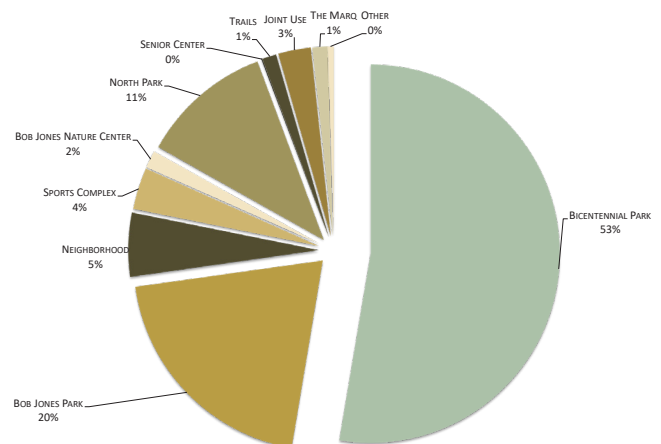
Tax revenues may also be used to fund administrative and other expenses that place the project into operation. The expenses may include administrative expenses for the acquisition, construction, improvement, expansion and financing.

#### Fund Utilization

Known as Southlake 2030 Parks, Recreation, Open Space and Community Facilities Master Plan, the City of Southlake uses a comprehensive plan that includes major elements to guide and prioritize Southlake’s growth and development. This plan guides both elected and appointed officials in selection and prioritization of projects. It also helps with forecasting planned funding for the following four budget years.

Funding for SPDC projects since 1993 totals more than \$78 million, allowing developed park acreage to almost double since 2008. This includes investments for land acquisition and development of: Bicentennial Park (\$41.4 million), Bob Jones Park (\$15.9 million), North Park (\$8.8 million), neighborhood parks throughout Southlake (\$4.2 million), and Southlake Sports Complex (\$2.7 million). See the chart below for SPDC project funding since 1993.

When the City Council adopted the Southlake 2030 Parks, Recreation, Open Space and Community Facilities Master Plan, this plan showed an 85% increase in total park acreage over that identified in the 2025 plan. This growth has prompted the City Council to work with the SPDC Board of Directors and Parks and Recreation Board to transition certain park operating costs out of the General Fund and into the SPDC operating fund. While the SPDC budget can and should be used to support operational costs associated with the improvements funded, these funds may not be used to support the general operations of the City.



SPDC PROJECT FUNDING SINCE 1993

**SOUTHLAKE PARKS DEVELOPMENT CORPORATION (SPDC) FUND**

The Southlake Parks Development Corporation, a citizen-approved, development corporation established to develop and operate park and recreational facilities, uses a half-cent sales tax for all uses permitted by State law. The operating fund is used to finance, develop and operate park and recreation facilities, while the debt service fund is used to account for the accumulation of financial resources for payment of long-term principle and interest costs for SPDC improvements. The uses of this fund are restricted to those allowed by law and approved by the Board of Directors.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Sales Tax	\$7,908,601	\$7,120,000	\$8,020,000	\$900,000	12.6%	\$8,140,300	\$1,020,300	14.3%
Rental Income	115,368	153,824	153,824	0	0.0%	153,824	0	0.0%
Interest	96,206	60,000	8,000	(52,000)	-86.7%	8,400	(51,600)	-86.0%
<b>Total Revenues</b>	<b>\$8,120,175</b>	<b>\$7,333,824</b>	<b>\$8,181,824</b>	<b>\$848,000</b>	<b>11.6%</b>	<b>\$8,302,524</b>	<b>\$968,700</b>	<b>13.2%</b>
<b>EXPENDITURES</b>								
Personnel	\$248,352	\$257,508	\$257,508	\$0	0.0%	\$278,743	\$21,235	8.2%
Operations	\$1,142,888	\$1,258,980	\$1,262,180	3,200	0.3%	\$1,366,480	107,500	8.5%
Capital	\$39,761	\$45,200	\$45,200	0	0.0%	\$190,200	145,000	320.8%
<b>Total Expenditures</b>	<b>\$1,431,001</b>	<b>\$1,561,688</b>	<b>\$1,564,888</b>	<b>\$3,200</b>	<b>0.2%</b>	<b>\$1,835,423</b>	<b>\$273,735</b>	<b>17.5%</b>
<b>Net Revenues</b>	<b>\$6,689,174</b>	<b>\$5,772,136</b>	<b>\$6,616,936</b>	<b>\$844,800</b>		<b>\$6,467,101</b>	<b>\$694,965</b>	
Transfers Out	(7,113,484)	(5,108,577)	(5,142,497)	\$33,920		(7,128,897)	2,020,320	
Proceeds from C.O. Sale	0	0	0			0		
<b>Total Other Sources</b>	<b>(\$7,113,484)</b>	<b>(\$5,108,577)</b>	<b>(\$5,142,497)</b>			<b>(\$7,128,897)</b>		
<b>(Uses)</b>								
Beginning Fund Balance	\$9,805,326	\$9,381,016	\$9,381,016			\$10,855,455		
<b>Ending Fund Balance</b>	<b>\$9,381,016</b>	<b>\$10,044,575</b>	<b>\$10,855,455</b>			<b>\$10,193,659</b>		

**FY 2022 HIGHLIGHTS:**

- The SPDC Operating Fund is projected to receive \$8,140,300 in sales tax revenue, \$153,824 in rental income, and \$8,400 in interest earnings for total projected FY 2022 revenue of \$8,302,524. This represents a projected 13.2% increase over the FY 2021 Adopted Budget.
- Total expenditures for the Operating Fund are \$1,835,423. This is a 17.5% increase from the FY 2021 Adopted Budget.
- The adopted FY 2022 Budget includes \$1,366,480 for operations, \$190,200 for capital expenses, and \$278,743 for personnel. SPDC park maintenance costs represent about 37% of the current total park maintenance costs. The proposal to fund certain maintenance costs in SPDC is balanced with master plan implementation, capital costs, and fund balance needs.
- The ending fund balance for the SPDC Operating Fund will be \$10,193,659.

## COMMUNITY ENHANCEMENT DEVELOPMENT CORPORATION (CEDC)

In May 2015, Southlake voters overwhelmingly approved the reallocation of a portion of the CCPD half-cent sales tax for the purpose of constructing and operating a recreation center through a Community Enhancement and Development Corporation (CEDC). The CCPD half-cent sales tax was reduced to a one-eighth cent tax and the remaining three-eighths was reallocated to address recreational and economic development needs for the City, as permitted by State law, through the CEDC.



The CEDC is a Type A corporation that can expend funds for a wide variety of projects. Type A tax can be used to fund the provision of land, buildings, equipment, facilities, expenditures, targeted infrastructure and improvements that are for the creation or retention of primary jobs in specific industries. Type A districts are also allowed to cover Type B projects (like The Marq) if voters authorize specific Type B projects in the ballot language for Type A districts. The May 2015 voter-approved ballot stated the funding is *"... to be used for projects authorized by Chapters 504 and 505 of the Texas Local Government Code, including specifically a community entertainment and recreational center and land, buildings, equipment, facilities, or improvements that provide new or expanded business enterprises that create or retain primary jobs as authorized by Section 505.155 of the Texas Local Government Code, including maintenance and operation costs of an authorized project."*



The CEDC, which is governed by a seven-member Board of Directors, began collecting the sales tax in October 2015.

### Fund Utilization

The three-eighths cent tax collected for this corporation was largely used to construct Phase 2 of The Marq Southlake, known as Champions Club. Phase 1 of The Marq, which includes Legends Hall, Aria amphitheater, and the Southlake Senior Activity Center, was funded using a combination of General Fund and Southlake Parks Development Corporation cash.



The 82,000 square-foot Champions Club held its grand opening in April 2019 and includes: a fitness center, a two court gymnasium, indoor turf fieldhouse, outdoor turf field, indoor pool, jogging track, indoor playground, relaxing outdoor terrace, group fitness classes, personal training, classrooms, and party rooms.

The CEDC pays for the debt associated with the \$37.4 million in construction costs. The corporation also provides funding to supplement the operating expenses for The Marq Southlake not recovered with facility and program fees. Finally, a portion of the funds are for economic development initiatives.

### COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION FUND

*The Community Enhancement and Development Corporation was formed when Southlake voters approved the special levy of a 3/8 cent sales tax in 2015. The funds are dedicated toward the construction of Champions Club at The Marq Southlake, a community events and recreation facility. Funds will also be used to support operational expenses related to The Marq as well as special economic development projects.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Sales Tax	\$5,858,223	\$5,254,816	\$5,930,500	\$675,684	12.9%	\$6,006,255	\$751,439	14.3%
Charges for Services	2,005,452	2,308,918	2,336,855	27,937	1.2%	2,885,854	576,936	25.0%
Interest	96,146	68,000	12,000	(56,000)	-82.4%	12,600	(55,400)	-81.5%
<b>Total Revenues</b>	<b>\$7,959,821</b>	<b>\$7,631,734</b>	<b>\$8,279,355</b>	<b>\$647,621</b>	<b>8.5%</b>	<b>\$8,904,709</b>	<b>\$1,272,975</b>	<b>16.7%</b>
<b>EXPENDITURES</b>								
Personnel	\$1,813,267	\$2,606,214	\$2,606,214	\$0	0.0%	\$2,729,159	\$122,945	4.7%
Operations	\$1,321,199	\$1,584,147	\$1,513,808	(70,339)	-4.4%	\$1,640,580	56,433	3.6%
Capital	\$0	\$0	\$0	0	0.0%	\$0	0	0.0%
<b>Total Expenditures</b>	<b>\$3,134,466</b>	<b>\$4,190,361</b>	<b>\$4,120,022</b>	<b>(\$70,339)</b>	<b>-1.7%</b>	<b>\$4,369,739</b>	<b>\$179,378</b>	<b>4.3%</b>
<b>Net Revenues</b>	<b><u>\$4,825,355</u></b>	<b><u>\$3,441,373</u></b>	<b><u>\$4,159,333</u></b>	<b><u>\$717,960</u></b>		<b><u>\$4,534,970</u></b>	<b><u>\$1,093,597</u></b>	
Transfers Out	(296,917)	(305,269)	(331,174)	\$25,905		(356,188)	50,919	
Transfer out-Replacement Fund	0	(160,000)	(160,000)	\$0		(160,000)	0	
Transfer Debt Service	(2,429,906)	(2,436,806)	(2,429,906)	(\$6,900)		(2,451,056)	14,250	
<b>Total Other Sources (Uses)</b>	<b><u>(\$2,726,823)</u></b>	<b><u>(\$2,902,075)</u></b>	<b><u>(\$2,921,080)</u></b>	<b><u>\$19,005</u></b>		<b><u>(\$2,967,244)</u></b>	<b><u>\$65,169</u></b>	
Beginning Fund Balance	\$7,612,917	\$9,711,449	\$9,711,449			\$10,949,702		
<b>Ending Fund Balance</b>	<b><u>\$9,711,449</u></b>	<b><u>\$10,250,747</u></b>	<b><u>\$10,949,702</u></b>			<b><u>\$12,517,427</u></b>		

### FY 2022 HIGHLIGHTS:

- For FY 2022, \$6,006,255 is anticipated in sales tax collections for the District, along with 2,885,854 in charges for services. Staff projects \$12,600 in interest income for total revenues of \$8,904,709.
- Planned expenditures includes funding for 56.58 FTEs needed to operate The Marq Southlake. Personnel expenses for FY 2022 total \$2,729,159.
- FY 2022 operating expenses for The Marq Southlake are \$1,640,580, this includes standard expenses for things like utilities and supplies, as well as marketing and promotions.
- The ending fund balance for the CEDC Operating Fund is projected at \$12,517,427.



**COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION FUND - REPLACEMENT FUND**

*The Community Enhancement and Development Corporation - Replacement Fund accounts for the resources needed to manage the purchase of replacement equipment and capital outlay at The Marq Southlake. The establishment and funding of the Community Enhancement and Development Corporation - Replacement Fund was designed to even out expenses for the Community Enhancement and Development Corporation from year to year and provide a logical method for purchasing and retiring needed equipment and capital outlay.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Interest	0	0	500	500	4999900.0%	500	500	4999900.0%
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>0.0%</b>	<b>\$500</b>	<b>\$500</b>	<b>4999900.0%</b>
<b>EXPENDITURES</b>								
Operations	\$0	\$0	\$0	\$0	0.0%	\$0	0	0.0%
Capital	0	0	0	0	0.0%	135,171	135,171	1351709900.0%
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$135,171</b>	<b>\$135,171</b>	<b>675854950.0%</b>
<b>Net Revenues</b>	<b>(\$0)</b>	<b>(\$0)</b>	<b>\$500</b>	<b>\$500</b>		<b>(\$134,671)</b>	<b>(\$134,671)</b>	
Transfer from other funds	\$0	\$160,000	\$160,000			\$160,000		
Transfer to other funds	(\$0)	(\$0)	(\$0)			(\$0)		
<b>Total Other Sources/(Uses)</b>	<b>(\$0)</b>	<b>\$160,000</b>	<b>\$160,000</b>			<b>\$160,000</b>		
Beginning Fund Balance	\$0	(\$0)	(\$0)			\$160,500		
<b>Ending Fund Balance</b>	<b>(\$0)</b>	<b>\$160,000</b>	<b>\$160,500</b>			<b>\$185,829</b>		

**FY 2022 HIGHLIGHTS:**

- This fund was established in FY 2020 to set aside funds for equipment and furniture replacement at The Marq Southlake.
- FY 2022 includes a projected transfer in from the Community Enhancement and Development Corporation Fund of \$160,000. Capital expenses for the replacement of treadmills at Champions Club are budgeted at \$135,171.
- The ending fund balance is projected to be \$185,829.

# OTHER SPECIAL REVENUE FUND SUMMARIES & FY 2022 HIGHLIGHTS

**COMMERCIAL VEHICLE ENFORCEMENT FUND**

*This fund accounts for fines collected from commercial vehicle violations. Use of these funds is restricted for commercial vehicle enforcement, per State law.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Fines and forfeitures	\$23,724	\$25,000	\$15,000	(\$10,000)	-40.0%	\$25,000	\$0	0.0%
Interest	992	700	200	(500)	-71.4%	300	(400)	-57.1%
<b>Total Revenues</b>	<b>\$24,716</b>	<b>\$25,700</b>	<b>\$15,200</b>	<b>(\$10,500)</b>	<b>-40.9%</b>	<b>\$25,300</b>	<b>(\$400)</b>	<b>-1.6%</b>
<b>EXPENDITURES</b>								
Personnel	\$136,578	\$145,226	\$145,226	\$0	0.0%	\$148,944	3,718	2.6%
Operations	12,098	8,148	8,148	0	0.0%	8,151	3	0.0%
Capital	0	0	0	0	0.0%	0	0	0.0%
<b>Total Expenditures</b>	<b>\$148,676</b>	<b>\$153,374</b>	<b>\$153,374</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$157,095</b>	<b>\$3,721</b>	<b>2.4%</b>
<b>Net Revenues</b>	<b><u>(\$123,960)</u></b>	<b><u>(\$127,674)</u></b>	<b><u>(\$138,174)</u></b>	<b><u>(\$10,500)</u></b>		<b><u>(\$131,795)</u></b>	<b><u>(\$4,121)</u></b>	
Transfer from other funds	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	0		<u>\$150,000</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$150,000</u></b>	<b><u>\$150,000</u></b>	<b><u>\$150,000</u></b>			<b><u>\$150,000</u></b>		
Beginning Fund Balance	\$43,493	\$69,533	\$69,533			\$81,359		
<b>Ending Fund Balance</b>	<b><u>\$69,533</u></b>	<b><u>\$91,859</u></b>	<b><u>\$81,359</u></b>			<b><u>\$99,564</u></b>		

**FY 2022 HIGHLIGHTS:**

- State law requires that fines and forfeitures associated with commercial vehicle enforcement activities be segregated for accounting purposes. Therefore, a new fund was established in FY 2013 as we began implementation of our program.
- For FY 2022 we are proposing total revenues of \$25,300. Expenses total \$157,094. A General Fund transfer of \$150,000 into this fund is projected.
- The ending fund balance is projected to be \$99,564.

**COURT SECURITY FUND**

*This fund accounts for a percentage of monies collected from the payment of fines and forfeitures. Use of these funds is restricted for court security items, per State law.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Fines and forfeitures	\$26,860	\$20,500	\$20,500	\$0	0.0%	\$23,000	\$2,500	12.2%
Interest	<u>5,228</u>	<u>3,000</u>	<u>1,000</u>	<u>(2,000)</u>	-66.7%	<u>1,300</u>	<u>(1,700)</u>	-56.7%
<b>Total Revenues</b>	<b>\$32,088</b>	<b>\$23,500</b>	<b>\$21,500</b>	<b>(\$2,000)</b>	<b>-8.5%</b>	<b>\$24,300</b>	<b>\$800</b>	<b>3.4%</b>
<b>EXPENDITURES</b>								
Personnel	\$23,639	\$47,021	\$47,021	\$0	0.0%	\$58,145	11,124	23.7%
Operations	6,382	12,220	12,220	0	0.0%	14,290	2,070	16.9%
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>(0)</u>	-100.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$30,021</b>	<b>\$59,241</b>	<b>\$59,241</b>	<b>(\$0)</b>	<b>0.0%</b>	<b>\$72,435</b>	<b>\$13,194</b>	<b>22.3%</b>
<b>Net Revenues</b>	<b><u>\$2,067</u></b>	<b><u>(\$35,741)</u></b>	<b><u>(\$37,741)</u></b>	<b><u>(\$2,000)</u></b>		<b><u>(\$48,135)</u></b>	<b><u>(\$12,394)</u></b>	
Transfer to other funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			<u>\$0</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$429,429	\$431,496	\$431,496			\$393,755		
<b>Ending Fund Balance</b>	<b><u>\$431,496</u></b>	<b><u>\$395,755</u></b>	<b><u>\$393,755</u></b>			<b><u>\$345,620</u></b>		

**FY 2022 HIGHLIGHTS:**

- The adopted budget anticipates revenues of \$24,300. The beginning fund balance is \$393,755.
- Expenditures of \$72,435 are planned to enhance the overall safety of the court with the use of security personnel and operational expenses.
- The projected ending fund balance is \$345,620.

**COURT TECHNOLOGY FUND**

*This fund accounts for a percentage of monies collected from the payment of fines and forfeitures. Use of these funds is restricted, per State law.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Fines and forfeitures	\$27,294	\$21,500	\$21,500	\$0	0.0%	\$24,125	\$2,625	12.2%
Interest	<u>4,721</u>	<u>3,000</u>	<u>1,000</u>	<u>(2,000)</u>	-66.7%	<u>1,300</u>	<u>(1,700)</u>	-56.7%
<b>Total Revenues</b>	<b>\$32,015</b>	<b>\$24,500</b>	<b>\$22,500</b>	<b>(\$2,000)</b>	<b>-8.2%</b>	<b>\$25,425</b>	<b>\$925</b>	<b>3.8%</b>
<b>EXPENDITURES</b>								
Personnel	\$0	\$0	\$0	\$0	0.0%	\$0	0	0.0%
Operations	157,584	37,830	37,830	0	0.0%	8,830	(29,000)	-76.7%
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$157,584</b>	<b>\$37,830</b>	<b>\$37,830</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$8,830</b>	<b>(\$29,000)</b>	<b>-76.7%</b>
<b>Net Revenues</b>	<b><u>(\$125,569)</u></b>	<b><u>(\$13,330)</u></b>	<b><u>(\$15,330)</u></b>	<b><u>(\$2,000)</u></b>		<b><u>\$16,595</u></b>	<b><u>\$29,925</u></b>	
Transfer to other funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			<u>\$0</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$417,814	\$292,245	\$292,245			\$276,915		
<b>Ending Fund Balance</b>	<b><u>\$292,245</u></b>	<b><u>\$278,915</u></b>	<b><u>\$276,915</u></b>			<b><u>\$293,510</u></b>		

**FY 2022 HIGHLIGHTS:**

- The budget anticipates revenues of \$25,425, including interest.
- Expenditures of \$8,830 are planned for replacement of court technology and equipment.
- The projected ending fund balance is \$293,510.

**HOTEL OCCUPANCY TAX FUND**

The Hotel Occupancy Tax is authorized under the Texas Tax Code, Chapter 351. The City of Southlake adopted Ordinance No. 769 in February 2000, levying a 7% tax on room receipts. The tax on rooms is providing the revenues to the City in this category. The first expenditures from this fund were made in FY 2008. Use of these funds is restricted. Expenses must be authorized uses under the Texas Tax Code, Chapter 351.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Taxes	\$742,620	\$390,320	\$813,700	\$423,380	108.5%	\$963,855	\$573,535	146.9%
Interest	19,293	12,000	4,000	(8,000)	-66.7%	4,400	(7,600)	-63.3%
<b>Total Revenues</b>	<b>\$761,913</b>	<b>\$402,320</b>	<b>\$817,700</b>	<b>\$415,380</b>	<b>103.2%</b>	<b>\$968,255</b>	<b>\$565,935</b>	<b>140.7%</b>
<b>EXPENDITURES</b>								
Personnel	\$194,613	\$219,723	\$219,223	(\$500)	-0.2%	\$230,811	11,088	5.0%
Operations	446,491	627,189	627,689	500	0.1%	629,939	2,750	0.4%
Capital	0	0	0	0	0.0%	30,000	30,000	299999900.0%
<b>Total Expenditures</b>	<b>\$641,104</b>	<b>\$846,912</b>	<b>\$846,912</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$890,750</b>	<b>\$43,838</b>	<b>5.2%</b>
<b>Net Revenues</b>	<b><u>\$120,809</u></b>	<b><u>(\$444,592)</u></b>	<b><u>(\$29,212)</u></b>	<b><u>\$415,380</u></b>		<b><u>\$77,505</u></b>	<b><u>\$522,097</u></b>	
Transfer to other funds	(\$26,089)	(16,093)	(\$32,709)			(183,968)		
<b>Total Other Sources/(Uses)</b>	<b><u>(\$26,089)</u></b>	<b><u>(\$16,093)</u></b>	<b><u>(\$32,709)</u></b>			<b><u>(\$183,968)</u></b>		
Beginning Fund Balance	\$1,739,615	\$1,834,335	\$1,834,335			\$1,772,414		
<b>Ending Fund Balance</b>	<b><u>\$1,834,335</u></b>	<b><u>\$1,373,650</u></b>	<b><u>\$1,772,414</u></b>			<b><u>\$1,665,951</u></b>		

**FY 2022 HIGHLIGHTS:**

- For FY 2022, total revenues are estimated at \$968,255.
- Total planned expenditures for this fund for FY 2022 are \$890,750 and includes funding for marketing, advertising, and Tourism Master Plan implementation. The operating budget also includes funding for the personnel costs directly attributable to tourism.
- 
- The budget proposes an indirect transfer to the General Fund of \$38,730 and a transfer of \$145,238 to the Public Art Fund for implementation of the Public Art Master Plan. No transfers to the Capital Improvements Program are adopted for FY 2022.
- The ending fund balance is projected at \$1,665,951.

**LIBRARY DONATION FUND**

*This fund accounts for library donations collected. Use of these funds is restricted for library purposes.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Donations	\$4,653	\$4,000	\$4,000	\$0	0.0%	\$4,000	\$0	0.0%
Interest	<u>126</u>	<u>125</u>	<u>50</u>	<u>(75)</u>	-60.0%	<u>70</u>	<u>(55)</u>	-44.0%
<b>Total Revenues</b>	<b>\$4,779</b>	<b>\$4,125</b>	<b>\$4,050</b>	<b>(\$75)</b>	<b>-1.8%</b>	<b>\$4,070</b>	<b>(\$55)</b>	<b>-1.3%</b>
<b>EXPENDITURES</b>								
Special Projects	\$2,984	\$8,000	\$5,000	(\$3,000)	-37.5%	\$8,000	0	0.0%
Library supplies	0	0	0	0	0.0%	0	0	0.0%
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$2,984</b>	<b>\$8,000</b>	<b>\$5,000</b>	<b>(\$3,000)</b>	<b>-38%</b>	<b>\$8,000</b>	<b>\$0</b>	<b>0.0%</b>
<b>Net Revenues</b>	<b><u>\$1,795</u></b>	<b><u>(\$3,875)</u></b>	<b><u>(\$950)</u></b>	<b><u>\$2,925</u></b>		<b><u>(\$3,930)</u></b>	<b><u>(\$55)</u></b>	
Transfer to other funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			<u>\$0</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$9,528	\$11,323	\$11,323			\$10,373		
<b>Ending Fund Balance</b>	<b><u>\$11,323</u></b>	<b><u>\$7,448</u></b>	<b><u>\$10,373</u></b>			<b><u>\$6,443</u></b>		

**FY 2022 HIGHLIGHTS:**

- The budget anticipates a beginning fund balance of \$10,373.
- Staff is anticipating approximately \$4,000 in donations and the expenditures will be for special projects, which are often defined by the donor.
- Ending fund balance is projected at \$6,443.

**PARK DEDICATION FEE FUND**

*This fund accounts for dedication fees on new development. Use of park dedication fees is restricted to park improvements and primarily used for capital expenses.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Permits/Fees	\$563,559	\$90,000	\$277,000	\$187,000	207.8%	\$90,000	\$0	0.0%
Miscellaneous	0	0	0	0	0.0%	0	0	0.0%
Interest	<u>15,305</u>	<u>5,000</u>	<u>1,900</u>	<u>(3,100)</u>	-62.0%	<u>2,100</u>	<u>(2,900)</u>	-58.0%
<b>Total Revenues</b>	<b>\$578,864</b>	<b>\$95,000</b>	<b>\$278,900</b>	<b>\$183,900</b>	<b>193.6%</b>	<b>\$92,100</b>	<b>(\$2,900)</b>	<b>-3.1%</b>
<b>EXPENDITURES</b>								
Parks and Recreation	\$0	\$0	\$0	\$0	0.0%	\$0	0	0.0%
Park Improvements	0	0	0	0	0.0%	0	0	0.0%
Land	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
<b>Net Revenues</b>	<b><u>\$578,864</u></b>	<b><u>\$95,000</u></b>	<b><u>\$278,900</u></b>	<b><u>\$183,900</u></b>		<b><u>\$92,100</u></b>	<b><u>(\$2,900)</u></b>	
Transfer from other funds	\$0	\$0	\$0	\$0		\$0		
Transfer to other funds	<u>(\$370,000)</u>	<u>\$0</u>	<u>\$0</u>			<u>(\$480,000)</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>(\$370,000)</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>(\$480,000)</u></b>		
Beginning Fund Balance	\$1,043,756	\$1,252,620	\$1,252,620			\$1,531,520		
<b>Ending Fund Balance</b>	<b><u>\$1,252,620</u></b>	<b><u>\$1,347,620</u></b>	<b><u>\$1,531,520</u></b>			<b><u>\$1,143,620</u></b>		

**FY 2022 HIGHLIGHTS:**

- The budget anticipates a beginning fund balance of \$1,531,520.
- The adopted budget reflects revenues of \$90,000 in fees and \$2,100 in interest earnings for total revenues of \$92,100.
- For FY 2022, no expenditures are budgeted.
- The budget proposes a transfer of \$480,000 to the Capital Improvements Program to fund the replacement of the Bob Jones Nature Center barn.
- The ending fund balance is projected to be \$1,143,620.



## PARKS AND RECREATION FUND

*This fund accounts for resources restricted for use by the Community Services department. Such funds include event and other sponsorship funds collected through the City's sponsorship program.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Donations/Sponsorships	\$15,424	\$31,000	\$12,000	(\$19,000)	-61.3%	\$15,000	(\$16,000)	-51.6%
Miscellaneous	0	0	0	0	0.0%	0	0	0.0%
Interest	<u>2,040</u>	<u>1,250</u>	<u>500</u>	<u>(750)</u>	-60.0%	<u>600</u>	<u>(650)</u>	-52.0%
<b>Total Revenues</b>	<b>\$17,464</b>	<b>\$32,250</b>	<b>\$12,500</b>	<b>(\$19,750)</b>	<b>-61.2%</b>	<b>\$15,600</b>	<b>(\$16,650)</b>	<b>-51.6%</b>
<b>EXPENDITURES</b>								
Parks and Recreation	\$16,749	\$72,500	\$25,000	(\$47,500)	-65.5%	\$25,000	(47,500)	-65.5%
Park Improvements	0	0	0	0	0.0%	0	0	0.0%
Land	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$16,749</b>	<b>\$72,500</b>	<b>\$25,000</b>	<b>(\$47,500)</b>	<b>-65.5%</b>	<b>\$25,000</b>	<b>(\$47,500)</b>	<b>-65.5%</b>
<b>Net Revenues</b>	<b><u>\$715</u></b>	<b><u>(\$40,250)</u></b>	<b><u>(\$12,500)</u></b>	<b><u>\$27,750</u></b>		<b><u>(\$9,400)</u></b>	<b><u>\$30,850</u></b>	
Transfer from other funds	\$0	\$0	\$0			\$0		
Transfer to other funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			<u>\$0</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$158,742	\$159,457	\$159,457			\$146,957		
<b>Ending Fund Balance</b>	<b><u>\$159,457</u></b>	<b><u>\$119,207</u></b>	<b><u>\$146,957</u></b>			<b><u>\$137,557</u></b>		

### FY 2022 HIGHLIGHTS:

- Planned expenses in this fund are directed toward enhancing City special events, programs, athletic fields, and parks for which sponsorships are granted. The funds received through sponsorships assist with offsetting enhanced services offered to the community.
- The adopted budget reflects revenues of \$15,000 in donations and sponsorships and \$600 in interest earnings for total revenues of \$15,600.
- The adopted budget anticipates a beginning fund balance of \$146,957. Expenses are estimated at \$25,000 leaving the fund with a projected fund balance of \$137,557.

**PUBLIC ART FUND**

*The Public Art Fund was established to account for funding that is available for the promotion, creation, and/or installation of public art throughout the City of Southlake.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Miscellaneous	\$10	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
Interest Income	<u>\$7,605</u>	<u>\$8,500</u>	<u>\$6,200</u>	<u>(\$2,300)</u>	-27.1%	<u>\$5,000</u>	<u>(\$3,500)</u>	-41.2%
<b>Total Revenues</b>	<b>\$7,615</b>	<b>\$8,500</b>	<b>\$6,200</b>	<b>(\$2,300)</b>		<b>\$5,000</b>	<b>\$0</b>	
<b>EXPENDITURES</b>								
Operations	\$52,788	\$68,100	\$68,100	\$0	0.0%	\$68,100	\$0	0.0%
Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0</u>	0.0%	<u>\$0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$52,788</b>	<b>\$68,100</b>	<b>\$68,100</b>	<b>\$0</b>	0.0%	<b>\$68,100</b>	<b>\$0</b>	0.0%
<b>Net Revenues</b>	<b><u>(\$45,173)</u></b>	<b><u>(\$59,600)</u></b>	<b><u>(\$61,900)</u></b>	<b><u>(\$2,300)</u></b>		<b><u>(\$63,100)</u></b>	<b><u>(\$3,500)</u></b>	
Transfers In-Hotel	\$0	0	0	0		145,238	\$145,238	
Transfers Out -	<u>(100,000)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>0</u>		<u>(100,000)</u>	\$0	
<b>Total Other Sources (Uses)</b>	<b><u>(\$100,000)</u></b>	<b><u>(\$100,000)</u></b>	<b><u>(\$100,000)</u></b>	<b><u>\$0</u></b>		<b><u>\$45,238</u></b>		
Beginning Fund Balance	\$645,991	\$500,818	\$500,818			\$338,918		
	<u>0</u>	<u>0</u>	<u>0</u>			<u>0</u>		
<b>Ending Fund Balance</b>	<b><u>\$500,818</u></b>	<b><u>\$341,218</u></b>	<b><u>\$338,918</u></b>			<b><u>\$321,056</u></b>		

**FY 2022 HIGHLIGHTS:**

- The adopted budget shows \$5,000 in interest income based on a beginning fund balance of \$338,918.
- The law providing for the Hotel Occupancy Tax allows up to 15% of the revenues to be used for public art purposes. Because this source of funding comes in the form of a transfer, it is shown “below the line.” For FY 2022, this transfer of \$145,238 is budgeted.
- For FY 2022, expenditures are estimated at \$68,100. The Public Art Fund will provide the source of support for the City’s ongoing relationship with the APEX Arts League, Arts Council – Northeast, and the Southlake Arts Council by providing funding for various projects such as public art displays and event support. The budget also includes a transfer of \$100,000 to the CIP for implementation of the Southlake 2035 Public Art Master Plan.
- The ending fund balance for the Public Art Fund is estimated at \$321,056.

**RECYCLING FUND**

*This fund accounts for an annual payment to the City made by the City’s solid waste services provider, per the terms of the service contract.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Recycling Recovery	\$6,000	\$6,000	\$6,000	\$0	0.0%	\$6,000	\$0	0.0%
Interest	<u>1,142</u>	<u>500</u>	<u>100</u>	<u>(400)</u>	-80.0%	<u>125</u>	<u>(375)</u>	-75.0%
<b>Total Revenues</b>	<b>\$7,142</b>	<b>\$6,500</b>	<b>\$6,100</b>	<b>(\$400)</b>	<b>-6.2%</b>	<b>\$6,125</b>	<b>(\$375)</b>	<b>-5.8%</b>
<b>EXPENDITURES</b>								
Special Projects	\$3,000	\$3,000	\$5,600	\$2,600	86.7%	\$5,600	2,600	86.7%
Recycling Supplies	0	0	0	0	0.0%	0	0	0.0%
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	<u>0</u>	<u>0</u>	0.0%
<b>Total Expenditures</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$5,600</b>	<b>\$2,600</b>	<b>86.7%</b>	<b>\$5,600</b>	<b>\$2,600</b>	<b>86.7%</b>
<b>Net Revenues</b>	<b><u>\$4,142</u></b>	<b><u>\$3,500</u></b>	<b><u>\$500</u></b>	<b><u>(\$3,000)</u></b>		<b><u>\$525</u></b>	<b><u>(\$2,975)</u></b>	
Transfer to other funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			<u>\$0</u>		
<b>Total Other Sources/(Uses)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$66,253	\$70,395	\$70,395			\$70,895		
<b>Ending Fund Balance</b>	<b><u>\$70,395</u></b>	<b><u>\$73,895</u></b>	<b><u>\$70,895</u></b>			<b><u>\$71,420</u></b>		

**FY 2022 HIGHLIGHTS:**

- The City’s contract for solid waste services provides for an annual payment to the City of \$6,000 for a total projected revenue of \$6,125, including interest.
- Note that the beginning fund balance is \$70,895. The adopted budget includes \$5,600 for recycling education.
- The projected ending fund balance is \$71,420.

## RED LIGHT CAMERA FUND

This fund accounts for funds collected from violations issued from the City's red light enforcement camera system. Funds collected by the City of Southlake as a result of violations/citations issued, must be used for traffic safety programs, per State law. Governor Greg Abbott signed a bill into law banning the use of red light cameras on June 1, 2019. Under the new law, the City's red light camera program immediately ceased operation.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Fines and forfeitures	\$1,428	\$0	\$0	\$0	0%	\$0	\$0	0.0%
Interest Income	9,137	5,000	1,100	(\$3,900)	-78%	1,200	(\$3,800)	-76.0%
<b>Total Revenues</b>	<b>\$10,565</b>	<b>\$5,000</b>	<b>\$1,100</b>	<b>(\$3,900)</b>		<b>\$1,200</b>	<b>\$0</b>	
<b>EXPENDITURES</b>								
Personnel	\$0	\$0	\$0	0	0%	\$0	0	0.0%
Operations	60,264	157,705	157,705	0	0%	128,705	(29,000)	-18.4%
Capital	-	0	0	0	0%	0	0	0.0%
<b>Total Expenditures</b>	<b>\$60,264</b>	<b>\$157,705</b>	<b>\$157,705</b>	<b>\$0</b>	<b>0%</b>	<b>\$128,705</b>	<b>(\$29,000)</b>	<b>-18.4%</b>
<b>Net Revenues</b>	<b>(\$49,699)</b>	<b>(\$152,705)</b>	<b>(\$156,605)</b>	<b>(\$3,900)</b>		<b>(\$127,505)</b>	<b>\$25,200</b>	
Transfers In-	\$0	0	0	0		0	\$0	
Transfers Out -	0	0	0	0		(100,000)	(\$100,000)	
<b>Total Other Sources (Uses)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>(\$100,000)</b>		
Beginning Fund Balance	\$756,526	\$706,827	\$706,827			\$550,222		
Ending Fund Balance	<u>\$706,827</u>	<u>\$554,122</u>	<u>\$550,222</u>			<u>\$322,717</u>		

## FY 2022 HIGHLIGHTS:

- Governor Greg Abbott signed a bill into law banning the use of red light cameras on June 1, 2019. Under the new law, the City's red light camera program immediately ceased operation.
- Projected revenue for FY 2022 includes \$1,200 in interest income. Due to the red light cameras no longer being operational, no revenue will be collected in fines. Operating expenses will largely be paid using fund balance.
- For FY 2022, we are proposing \$128,705 in expenses for traffic signal back-up batteries (\$90,000), school zone safety enhancements (\$35,500), and traffic safety enhancements (\$3,205).
- The beginning fund balance for the Red Light Camera Fund is \$550,222. Ending fund balance for FY 2022 is projected at \$322,717.

**REFORESTATION FUND**

*This fund accounts for monies derived from assessments related to the tree preservation ordinance and policies.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Permits/Fees	\$10,017	\$5,000	\$10,000	\$5,000	100.0%	\$5,000	\$0	0.0%
Miscellaneous	0	0	0	(0)	-100.0%	0	0	0.0%
Interest	651	500	75	(425)	-85.0%	80	(420)	-84.0%
<b>Total Revenues</b>	<b>\$10,668</b>	<b>\$5,500</b>	<b>\$10,075</b>	<b>\$4,575</b>	<b>83.2%</b>	<b>\$5,080</b>	<b>(\$420)</b>	<b>-7.6%</b>
<b>EXPENDITURES</b>								
Parks and Recreation	\$0	\$0	\$0	\$0	0.0%	\$0	0	0.0%
Reforestation	38,548	25,000	25,000	0	0.0%	0	(25,000)	-100.0%
Capital	0	0	0	0	0.0%	0	0	0.0%
<b>Total Expenditures</b>	<b>\$38,548</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$0</b>	<b>(\$25,000)</b>	<b>-100.0%</b>
<b>Net Revenues</b>	<b><u>(\$27,880)</u></b>	<b><u>(\$19,500)</u></b>	<b><u>(\$14,925)</u></b>	<b><u>\$4,575</u></b>		<b><u>\$5,080</u></b>	<b><u>\$24,580</u></b>	
Transfer to other funds	\$0	\$0	\$0			\$0		
<b>Total Other Sources/(Use)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>			<b><u>\$0</u></b>		
Beginning Fund Balance	\$63,032	\$35,152	\$35,152			\$20,227		
<b>Ending Fund Balance</b>	<b><u>\$35,152</u></b>	<b><u>\$15,652</u></b>	<b><u>\$20,227</u></b>			<b><u>\$25,307</u></b>		

**FY 2022 HIGHLIGHTS:**

- The activities supported by the Reforestation Fund support the City Council’s desire for quality development by ensuring that the natural environment is protected and preserved, where possible, or at a minimum replaced.
- The adopted budget reflects permits/fees of \$5,000 and interest income of \$80 for total revenue of \$5,080. It anticipates a beginning fund balance of \$20,227.
- No expenditures are budgeted for FY 2020.
- The ending fund balance is projected at \$25,307.

**STORM WATER UTILITY FUND**

On October 17, 2006, the City Council established a Storm Water Utility System. This utility requires a monthly fee for all of Southlake’s developed properties. These fees provide a funding source for maintenance, repair, and construction of storm water facilities, and can only be spent for these purposes. The monthly storm water fee is the same for all residential dwelling units. Residential properties are charged \$8 per month for each dwelling unit that is on the property. Fees for non-residential properties are calculated individually in proportion to each property’s storm water runoff potential. For project details, see the CIP section of this document.

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Stormwater-residential	\$911,560	\$911,000	\$911,000	\$0	0.0%	\$913,000	\$2,000	0.2%
Stormwater-commercial	648,735	653,800	653,800	0	0.0%	657,500	3,700	0.6%
Interest	17,218	11,000	2,000	(9,000)	-81.8%	2,100	(8,900)	-80.9%
<b>Total Revenues</b>	<b>\$1,577,513</b>	<b>\$1,575,800</b>	<b>\$1,566,800</b>	<b>(\$9,000)</b>	<b>-0.6%</b>	<b>\$1,572,600</b>	<b>(\$3,200)</b>	<b>-0.2%</b>
<b>EXPENDITURES</b>								
Personnel	\$299,387	\$328,389	\$332,389	\$4,000	1.2%	\$355,882	\$27,493	8.4%
Operations	\$324,581	\$300,946	\$296,946	(4,000)	-1.3%	\$325,126	24,180	8.0%
Capital	\$0	\$0	\$0	0	0	\$0	0	0.0%
<b>Total Expenditures</b>	<b>\$623,968</b>	<b>\$629,335</b>	<b>\$629,335</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$681,008</b>	<b>\$51,673</b>	<b>8.2%</b>
<b>Net Revenues</b>	<b><u>\$953,545</u></b>	<b><u>\$946,465</u></b>	<b><u>\$937,465</u></b>	<b><u>(\$9,000)</u></b>		<b><u>\$891,592</u></b>	<b><u>(\$54,873)</u></b>	
Transfers Out	(1,067,045)	(1,487,641)	(1,487,281)	(\$360)		(236,763)	(1,250,878)	
Proceeds from C.O. Sale	0	0	0			0		
<b>Total Other Sources (Uses)</b>	<b><u>(\$1,067,045)</u></b>	<b><u>(\$1,487,641)</u></b>	<b><u>(\$1,487,281)</u></b>			<b><u>(\$236,763)</u></b>		
Beginning Fund Balance	\$1,903,109	\$1,789,609	\$1,789,609			\$1,239,793		
<b>Ending Fund Balance</b>	<b><u>\$1,789,609</u></b>	<b><u>\$1,248,433</u></b>	<b><u>\$1,239,793</u></b>			<b><u>\$1,894,622</u></b>		

**FY 2022 HIGHLIGHTS:**

- For FY 2022, total revenues for this fund are projected at \$1,572,600 including \$2,100 in interest earnings. This is a decrease of 0.2% when compared to the FY 2021 Adopted Budget.
- Planned expenditures for FY 2022 total \$681,008, including \$355,882 in personnel expenses and \$325,126 in operational costs. These costs include a storm water engineer (funded first in FY 2009), contract engineering services (surveying, etc.), contract labor for drainage projects, and materials – all budgeted to ensure that we are able to adequately manage and respond to identified public drainage issues.
- A transfer to the Debt Service Fund of \$173,859 is planned and \$62,904 to the General Fund for indirect charges for total transfers of \$236,763. No transfer to the Capital Improvements Program is planned for FY 2022.
- The ending fund balance is projected at \$1,894,622. The expenses are necessary to improve and maintain public drainage ways throughout the City.

**TAX INCREMENT FINANCE (TIF) DISTRICT FUND**

*Tax Increment Reinvestment Zone (TIRZ) Number One or the Tax Increment Finance (TIF) District was created in 1997, with an effective beginning date of January 1, 1998. It was designed to encourage quality commercial development in the City. Incremental values subsequent to January 1997 are taxed at the City’s tax rate; however, 100% of the “captured” ad valorem revenues are utilized within the zone, rather than being allocated to the City’s overall budget. Overlapping taxing entities, including Tarrant County, Tarrant County College District, Tarrant County Hospital District, and the Carroll Independent School District have participated at varying levels as investors in TIRZ #1 by assigning their ad valorem tax dollars as well. These funds pay for public projects in Town Square, such as water, sewer and roads within the District. In 2018, TIRZ #1 was extended for an additional 20 years. This means that funds will continue to be collected on the incremental tax value and invested in the zone for an additional twenty years. The City of Southlake and Carroll ISD are the only participating entities with the 20 year extension.*

	2020 Actual	2021 Adopted	2021 Amended	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease	2022 Adopted	\$ Increase/ (Decrease) Adopted	% Increase/ -Decrease
<b>REVENUES</b>								
Ad Valorem	\$10,753,022	\$9,955,195	\$9,818,337	(\$136,858)	-1.4%	\$10,080,279	\$125,084	1.3%
Interest Income	\$38,551	\$9,000	\$3,800	(\$5,200)	-57.8%	\$3,990	(\$5,010)	-55.7%
<b>Total Revenues</b>	<b>\$10,791,573</b>	<b>\$9,964,195</b>	<b>\$9,822,137</b>	<b>(\$142,058)</b>	<b>-1.4%</b>	<b>\$10,084,269</b>	<b>\$120,074</b>	<b>1.2%</b>
<b>EXPENDITURES</b>								
Personnel	\$201,311	\$265,953	\$265,953	\$0	0.0%	\$275,632	\$9,679	3.6%
Operations	\$7,920,352	\$7,694,900	\$7,008,044	(686,856)	-8.9%	\$7,363,423	(331,477)	-4.3%
Capital	\$595,991	\$2,486,530	\$2,486,530	0	0.0%	\$1,415,000	(1,071,530)	-43.1%
<b>Total Expenditures</b>	<b>\$8,717,654</b>	<b>\$10,447,383</b>	<b>\$9,760,527</b>	<b>(\$686,856)</b>	<b>-6.6%</b>	<b>\$9,054,055</b>	<b>(\$1,393,328)</b>	<b>-13.3%</b>
<b>Net Revenues</b>	<b>\$2,073,919</b>	<b>(\$483,188)</b>	<b>\$61,610</b>	<b>\$544,798</b>		<b>\$1,030,214</b>	<b>\$1,513,402</b>	
Transfers Out-General Fund	0	0	0			0		
Transfers Out -Debt Service	0	0	0			0		
<b>Total Other Sources (Uses)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>		
Beginning Fund Balance	\$2,925,978	\$4,999,897	\$4,999,897			\$5,061,507		
Prior period adjustment								
<b>Ending Fund Balance</b>	<b>\$4,999,897</b>	<b>\$4,516,709</b>	<b>\$5,061,507</b>			<b>\$6,091,721</b>		

**FY 2022 HIGHLIGHTS:**

- The incremental taxable value assigned to TIRZ #1 for the 2021 tax year is \$508,142,995 which is a 1.5% decrease from the valuation for the 2020 tax year. This translates into anticipated revenues for the TIF District Fund of \$10,084,269, including interest income. Revenue projections include estimated CISD payments based on a three year average.
- Total expenditures for FY 2022 are \$9,054,055. These expenditures are attributable to projects identified in the project and financing plan.
- The ending balance for this fund is projected at \$6,091,721.



# **CAPITAL IMPROVEMENTS PROGRAM (CIP)**

**CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022**



## INTRODUCTION

In accordance with the Texas Local Government Code and the Charter of the City of Southlake, the FY 2022 to FY 2026 Capital Improvements Program (CIP) is submitted for City Council consideration.

The challenges to retain and/or expand City services in the midst of balancing resources and growing costs has put pressure on City government to make its limited capital resources work more efficiently. City administration, elected and appointed officials, and staff have taken several steps to make its capital expenditures more closely reflect its long-range objectives.

One such step is the connection between the City's capital planning efforts with its budgeting process. The CIP establishes a five year funding schedule for the purchase, construction, or replacement of physical assets of the City. Capital improvements typically have a useful life of more than ten years and value greater than \$10,000. The first year of the Capital Improvements Program is called the Capital Budget and is appropriated in the same manner as the annual Operating Budget. Funds for projects are appropriated on an annual basis. Projects approved for subsequent years are approved for planning purposes only and do not receive expenditure authority until they are part of the Capital Budget.

## FY 2022 CIP CALENDAR

<b>APRIL 2021</b>	<b>CIP PROJECT FORMS DUE</b>
<b>MAY 2021</b>	<b>CIP GOVERNANCE COMMITTEE REVIEW</b>
<b>JUNE 2021</b>	<b>FINAL CIP GOVERNANCE COMMITTEE REVIEW</b>
<b>JULY 2021</b>	<b>CITY MANAGER REVIEW</b>
<b>AUGUST 2021</b>	<b>SPDC / PARKS BOARD RECOMMENDATION</b>
	<b>CITY MANAGER FILES BUDGET</b>
	<b>CITY COUNCIL WORK SESSION</b>
<b>SEPTEMBER 2021</b>	<b>CITY COUNCIL WORK SESSION 1ST READING AND</b>
<b>PUBLIC HEARING</b>	<b>CITY COUNCIL 2ND READING AND PUBLIC HEARING</b>

## CREATING THE CAPITAL IMPROVEMENTS PROGRAM

In May 2021, the CIP Governance Committee, comprised of the Executive Leadership Team, began the process of evaluating CIP project requests. The methodology involved a presentation of each project by a staff member of the requesting department and the use of the CIP project evaluation form.

Following presentation by each requesting department, the projects were ranked in the appropriate funding category (i.e. General Fund, Utility Fund, SPDC). The resulting ranked project list was then reviewed by the Governance Committee to ensure that there were no obvious flaws in the ranking system. The Governance Committee then reviewed the dollar amount available in each fund and recommended the projects to be funded in the upcoming fiscal year (FY 2022) and the other four future years (FY 2023 to FY 2026).

Once the Governance Committee completed its review, the list was presented to the City Manager who then met with the Governance Committee regarding needed changes or additions. The Governance Committee input revisions and held additional meetings with department heads as needed to ensure the proposed plan is comprehensive.

Prior to the City Manager's submission of the Capital Budget, the Southlake Parks Development Corporation (SPDC) and the Parks Board met to review and recommend their respective portions of the budget and five-year plan.

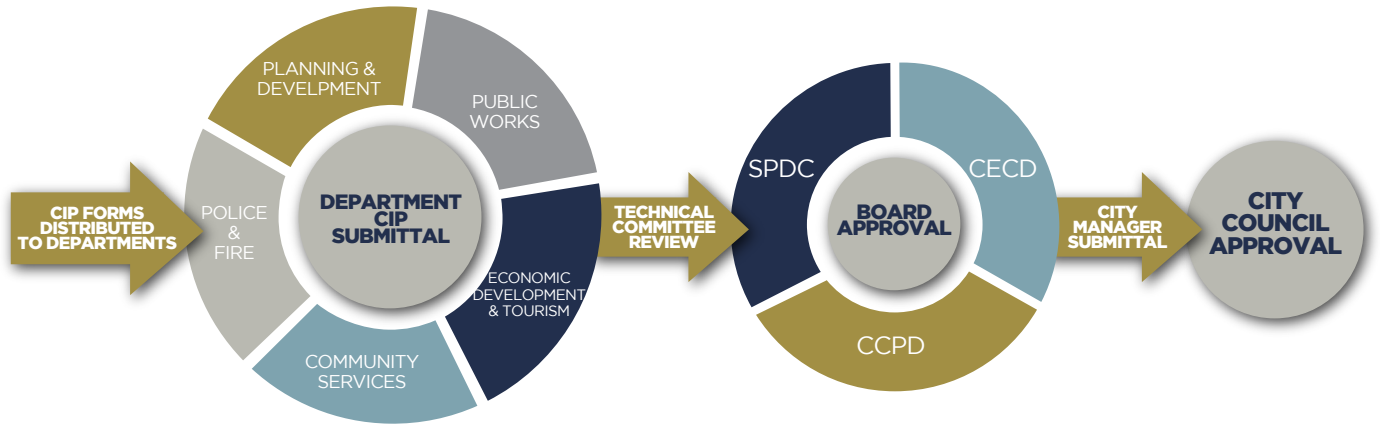


FIGURE 1: CAPITAL IMPROVEMENTS PROGRAM (CIP) DEVELOPMENT AND APPROVAL PROCESS

**RELATIONSHIP BETWEEN THE CAPITAL IMPROVEMENTS PROGRAM AND THE ANNUAL BUDGET**

The City’s annual budget itemizes and appropriates the funds needed for all municipal purposes during the next fiscal year, and is comprised of two separate budgets - the Operating Budget and the Capital Projects Budget. The Operating Budget includes the day-to-day operational expenses of the City, such as salaries, supplies, and expenses for programmatic activities. The Capital Improvements Program includes the anticipated capital project costs for the next five fiscal years. The first year of projects contained in the CIP become the basis for formulating the Capital Projects Budget.

**RELATIONSHIP BETWEEN THE CAPITAL IMPROVEMENTS PROGRAM AND THE CITY’S PLANNING PROCESS**

Comprehensive plans are official public documents adopted by local governments as policy guides to making decisions about the physical development of the community in the next 20 years. The City of Southlake’s current comprehensive plans, the Southlake 2030 Plan and the Southlake 2035 Plan, include a number of citywide plans that prioritize the development of thoroughfares, sidewalks, trails, and parks.

The Southlake 2035 Park, Recreation and Open Space Master Plan, the Southlake 2030 Mobility Master Plan, the Southlake 2030 Water Master Plan, and others, provide recommendations that link the future vision of the community to relatively short-term actions.

Recognizing the importance of the link between the Capital Improvements Program and implementation of the master plan, projects are required to demonstrate linkage to one of the City’s master plans. By using the Capital Improvements Program process to reinforce the desired master plan priorities, the City’s physical future can be better shaped.

Additionally, each project sheet and the project matrix identifies, when appropriate, connection to a project identified in the City’s comprehensive plan.



## HOW WELL IS THE CITY PERFORMING IN MEETING THE NEEDS OF SOUTHLAKE RESIDENTS?

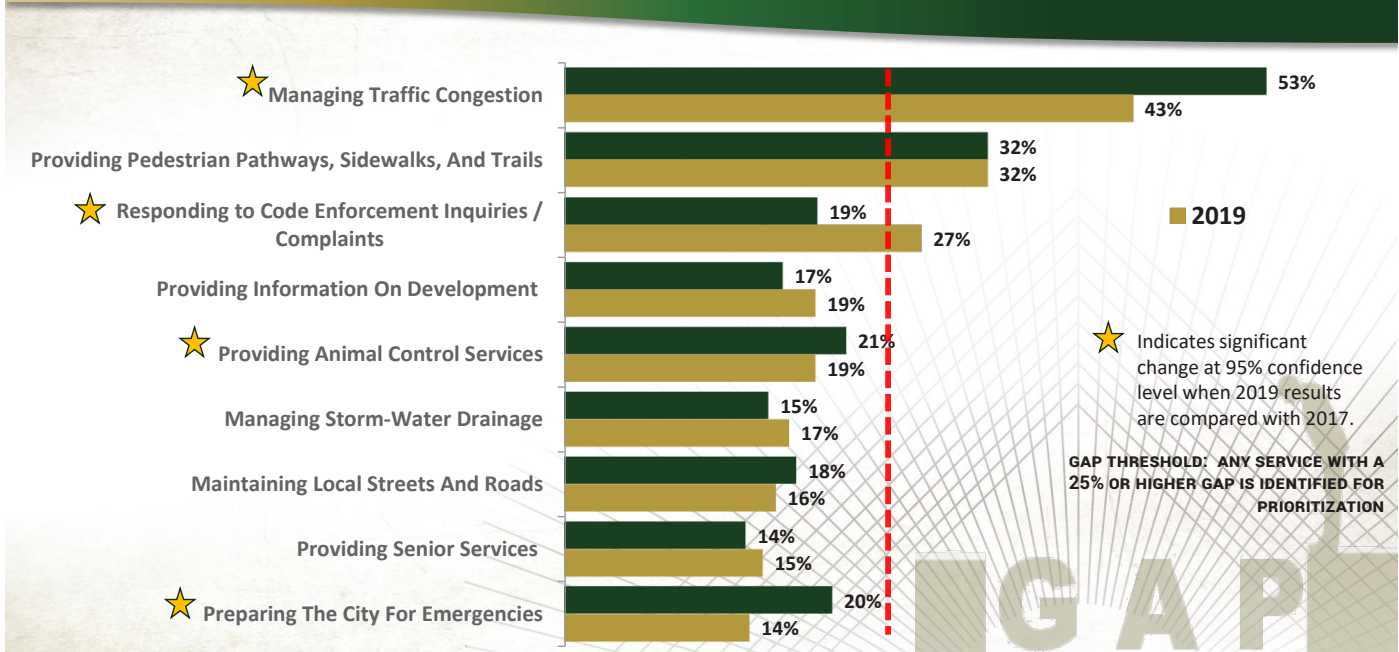


FIGURE 2: GAP ISSUES IDENTIFIED IN THE 2019 CITIZEN SATISFACTION SURVEY

### RELATIONSHIP BETWEEN THE CAPITAL IMPROVEMENTS PROGRAM AND THE BIENNIAL CITIZEN SURVEY

In 2019, the City completed its most recent biennial citizen satisfaction survey. Results of the City’s satisfaction survey are put to use in several ways, including playing key roles in the City’s comprehensive plan update (Southlake 2035 Plan), in the development of each Department’s adopted budget and in the City’s performance measures. Survey results are also critical to the development of this year’s Capital Projects Budget.

Many recurring themes emerged throughout the survey responses, several of which have a direct link with the preparation and execution of the City’s CIP. For example, the City surveyed respondents regarding not only the importance they place on City services but also the satisfaction respondents had with those services. The gap between the importance placed on a service and the satisfaction with that service indicates areas where the City is not meeting our customers’ expectations. The City developed a chart listing the top “gap” issues and has also created a plan to address each issue. Both of the gap issues are related to areas that can be addressed through the City’s capital programming--manage traffic congestion and provide pedestrian pathways and sidewalks.

### THE BENEFITS OF CAPITAL PROGRAMMING

With time, public facilities need major repair, replacement, or expansion. Maintaining and upgrading a community’s capital stock requires significant financial investment. This investment must be weighed against other community needs and analyzed in light of community goals.

The City of Southlake, like many cities, is under pressure to make efficient use of capital resources and must make difficult choices. There are more needs than can be satisfied at once, and the selection of one investment over another may shape the development of the City for years to come.

Capital improvements programming is a valuable tool to ensure that choices are made wisely. The City’s development goals are implemented, in part, by the careful provision of capital facilities. The benefits of this systematic approach to planning capital projects include the following:

- **Focuses attention on community goals, needs, and capabilities.**

Through capital improvements programming, capital projects can be brought into line with the City’s long-range plans by balancing identified needs with financial capacities. Considered individually, a new park, water system improvements, and street widening may be great ideas; however, each project may look quite different when, in the course of the Capital Improvements Program process, it is forced to compete directly with other projects for limited funds.

- **Optimizes use of the taxpayer’s dollar.**

The Capital Improvements Program helps the City Council and City Manager make sound annual budget decisions. Careful planning of capital improvements helps prevent costly mistakes. In addition, capital planning allows the City to save money in several other ways. For example, investors in municipal bonds tend to look more favorably on communities that have a Capital Improvements Program; if bond financing is selected for a capital improvement project, the City may realize significant savings on interest.

- **Guides future growth and development.**

The location and capacity of capital improvements shape the growth and development of the City. City decision makers can use the Capital Improvements Program to develop well thought-out policies to guide future land use and economic development.

- **Encourages efficient government.**

Interdepartmental coordination of capital improvements programming can reduce scheduling conflicts and ensure that no single function receives more than its fair share of resources. In addition, the CIP can be used to promote innovative management techniques and improve governmental efficiency and effectiveness.

- **Improves the basis for intergovernmental and regional cooperation.**

Capital improvements programming offers public officials of all governmental units (City of Southlake, Tarrant and Denton Counties, and local school districts) an opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole.

- **Maintains a sound and stable financial program.**

Having to make large or frequent unplanned expenditures can endanger the financial well-being of the City. Sharp changes in the tax structure or bonded indebtedness may be avoided when construction projects are planned in advance and scheduled at intervals over a number of years. When there is ample time for planning, the most economical means of financing each project can be selected in advance. Furthermore, a CIP can help the City avoid commitments and debts that would prevent the initiation of other important projects at a later date.

- **Enhances opportunities for participation in federal or state grant programs.**

Preparing a CIP improves the City’s chance of obtaining aid through federal and state programs that provide funds for planning, construction, and financing of capital improvements. The CIP is considered a “public works shelf” that contains projects that can be started quickly by having construction or bid documents ready should any grants become available.

## CAPITAL PROJECT FUNDING SOURCES

The FY 2022 Capital Budget contains 40 projects submitted by various City Departments. The total cost of all projects submitted for FY 2022 represents an expenditure of \$32,753,000. Although the Strategic Initiative Fund provides cash for pay-as-you-go capital projects, the City may still borrow to build needed infrastructure. A portion of the revenue generated by the property tax rate is allocated to support long-term bond projects through the Debt Service Fund (see the “Debt Services Fund Expenditures” section for more information). This budget proposes that 6.5 cents of the current tax rate be allocated to support the City’s General Fund debt. Fees and special revenue are used to support special purpose debt. A Capital Improvements Program details the projects and costs for a five-year period and identifies future unfunded projects. Debt Service Funds as well as cash provide the needed money to build these projects.

The following is a summary of the funding sources for these projects:

### **CASH**

For FY 2022, the Capital Budget includes cash funding in the amount of \$24,256,880. This includes funds transferred from the Strategic Initiative Fund as well as cash from other funding sources such as the Public Art Fund, Impact Fee funds, Storm Water Utility Fund, the Hotel Occupancy Tax Fund, the Park Dedication Fee Fund, Community Enhancement Development Corporation, and the Southlake Parks Development Corporation Fund. For FY 2022, the Capital Budget will be 74% cash funded, reducing the need to issue bonds.

### **BONDS**

When the City sells bonds, purchasers are, in effect, lending the City money. The money is repaid, with interest, from taxes or fees over the years. The logic behind issuing bonds for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the City pay for them. The City can issue bonds in these forms:

- **General Obligation (G.O.) Bonds**

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the City is pledged to pay interest and principal to retire the debt. Voter approval is required if the City wants to increase the taxes that it levies and the amount is included in the City’s state-imposed debt limits. To minimize the need for property tax increases, the City makes every effort to coordinate new bond issues with the retirement of previous bonds.

- **Certificates of Obligation (C.O.) Bonds**

Similar to general obligation bonds except the certificates require no voter approval. Combination tax and revenue certificates of obligation are issued for both governmental and business type activities. General obligation bonds, governmental revenue bonds, and tax notes pledge the full faith and credit of the City. Combination tax and revenue certificates of obligation are payable from the net revenues of the water and sewer system and general debt service tax.

- **Revenue Bonds**

Revenue bonds are sold for projects that produce revenues, such as water and sewer system projects. Revenue bonds depend on user charges and other project-related income to cover their costs.

**FY 2022 CAPITAL PROJECT FUNDING SOURCES**

Fund	Cash Funding	General Obligation (G.O.) Bonds	Certificates of Obligation (C.O.) Bonds	Revenue Bonds	Total Funding
General Fund	\$7,376,880	\$-	\$5,796,120	\$-	\$13,173,000
Utility Fund	\$8,128,000	\$-	\$-	\$-	\$8,128,000
Southlake Parks Development Corporation	\$4,000,000	\$-	\$-	\$-	\$4,000,000
Storm Water Utility System Fund	\$-	\$-	\$2,700,000	\$-	\$2,700,000
CCPD Fund	\$1,110,000	\$-	\$-	\$-	\$1,110,000
Community Enhancement & Development Corporation Fund	\$1,000,000	\$-	\$-	\$-	\$1,000,000
Roadway Impact Fee Fund	\$960,000	\$-	\$-	\$-	\$960,000
Water Impact Fee	\$605,000	\$-	\$-	\$-	\$605,000
Park Dedication Fund	\$480,000	\$-	\$-	\$-	\$480,000
Sanitary Sewer Impact Fee	\$397,000	\$-	\$-	\$-	\$397,000
Public Art	\$100,000	\$-	\$-	\$-	\$100,000
Red Light Camera Fund	\$100,000	\$-	\$-	\$-	\$100,000
<b>Total</b>	<b>\$24,256,880</b>	<b>\$-</b>	<b>\$8,496,120</b>	<b>\$-</b>	<b>\$32,753,000</b>

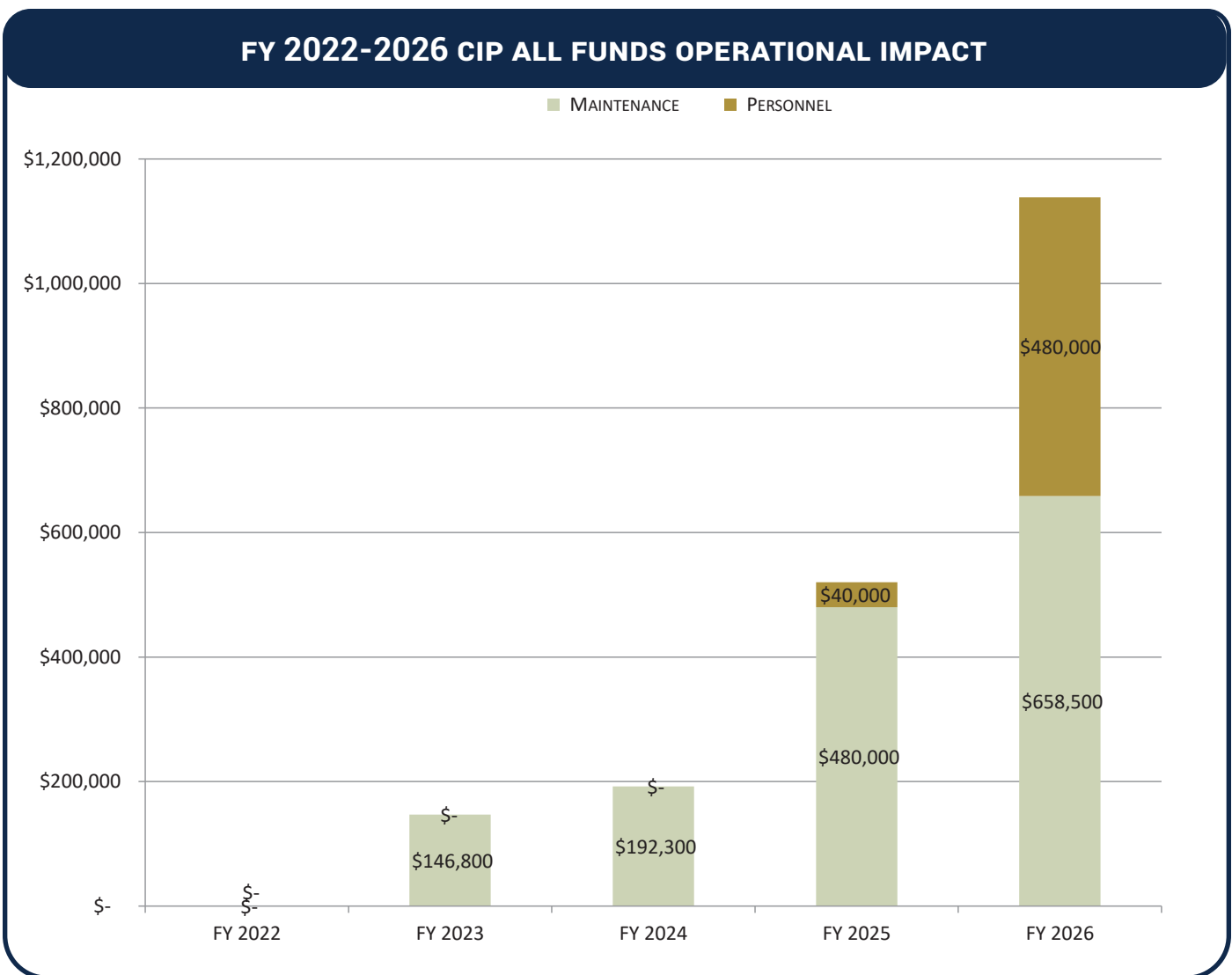
## IMPACT ON OPERATING BUDGET

Annual operating costs can include personnel, scheduled repair and maintenance, and utilities in the case of buildings. These operating cost estimates are developed by the project managers during the project development process and estimates are included on each project information sheet. To prepare for the future and avoid shortfalls, the City uses the annual operating cost estimates to plan and develop future budgets.

The full operating impact of the five-year Capital Improvements Program has been factored into the City's forecasting and multi-year financial plans and will be integrated into future budgets once those projects are completed and in operation. As shown in the table to the right, for the FY 2022 Capital Budget, the bulk of these out-year costs can be attributed to personnel and maintenance related to roadway landscape maintenance and maintenance of an urban enhancement project. The chart below shows the combined personnel and maintenance operating impact for all projects in the FY 2022-2026 CIP. Note that for out years, the operating costs are refined as the project nears completion. In the current Capital Budget, the opening of the new Library as well as the Municipal Service Center and Public Safety Training Tower are driving costs in FY 2026. More information can be found on the project status forms.

## CURRENT CAPITAL PROJECT STATUS

For information about current projects, please visit the City's website at [www.CityofSouthlake.com/CIP](http://www.CityofSouthlake.com/CIP).



FY 2022 Capital Budget Operational Impact

	Project Name	FY 2022 Maintenance	FY 2022 Personnel	FY 2023 Maintenance	FY 2023 Personnel	FY 2024 Maintenance	FY 2024 Personnel	FY 2025 Maintenance	FY 2025 Personnel	FY 2026 Maintenance	FY 2026 Personnel
Mobility	North White Chapel Boulevard - Emerald to Highland	\$-	\$-	\$45,000	\$-	\$45,000	\$-	\$45,000	\$-	\$45,000	\$-
	Citywide Pathway Improvements	\$-	\$-	\$10,000	\$-	\$10,000	\$-	\$10,000	\$-	\$10,000	\$-
	Street Rehabilitation Required by Pavement Management Application (PMA)	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Street Rehabilitation Participation Program (Joint Project with Tarrant County)	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	North White Chapel Boulevard - Emerald to FM 1709	\$-	\$-	\$1,500	\$-	\$1,500	\$-	\$1,500	\$-	\$1,500	\$-
	FM 1709 Deceleration Lanes at Byron Nelson and Southridge Lakes	\$-	\$-	\$2,500	\$-	\$2,500	\$-	\$2,500	\$-	\$2,500	\$-
	FM 1938 at West Continental Boulevard Intersection Improvements	\$-	\$-	\$-	\$-	\$18,000	\$-	\$18,000	\$-	\$18,000	\$-
	Corridor Safety Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Kirkwood Boulevard Intersection Improvements and Urban Enhancements	\$-	\$-	\$13,000	\$-	\$13,000	\$-	\$13,000	\$-	\$13,000	\$-
	Creekside Drive Drainage Improvements	\$-	\$-	\$8,000	\$-	\$8,000	\$-	\$8,000	\$-	\$8,000	\$-
	FM 1709 and Pearson Lane Intersection Improvements	\$-	\$-	\$-	\$-	\$7,500	\$-	\$7,500	\$-	\$7,500	\$-
	City Roadway Intersection Capacity Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Mustang Court Industrial Area Access Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Shady Oaks Drive and West Highland Intersection Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Water	Continental Boulevard and South Peytonville Avenue Intersection Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$6,200	\$-	\$6,200
Brumlow Avenue Widening and Bike Lane construction from Continental Boulevard to State Highway 26		\$-	\$-	\$-	\$-	\$-	\$-	\$2,500	\$-	\$2,500	\$-
Water and Wastewater System Risk and Resiliency Improvements (AWIA / SB3)		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Interconnection with City of Colleyville	\$-	\$-	\$1,000	\$-	\$1,000	\$-	\$1,000	\$-	\$1,000	\$-



# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## FY 2022 Capital Budget Operational Impact

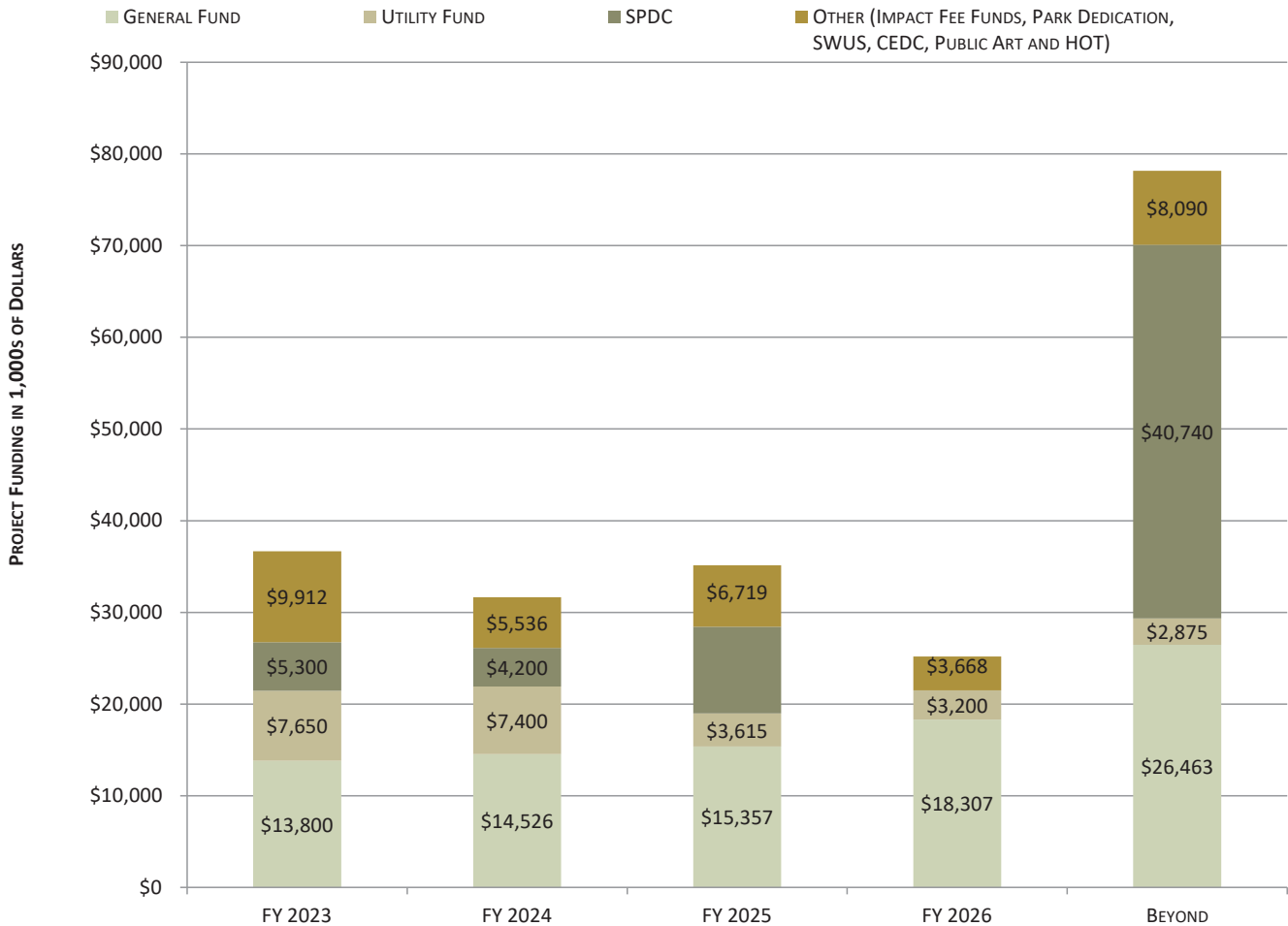
	Project Name	FY 2022 Maintenance	FY 2022 Personnel	FY 2023 Maintenance	FY 2023 Personnel	FY 2024 Maintenance	FY 2024 Personnel	FY 2025 Maintenance	FY 2025 Personnel	FY 2026 Maintenance	FY 2026 Personnel
Water	Water Quality Improvements - Install Residual Control Systems in the City's Ground Storage Reservoirs (3)	\$-	\$-	\$2,500	\$-	\$2,500	\$-	\$5,000	\$-	\$5,000	\$-
	Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I)	\$-	\$-	\$2,300	\$-	\$2,300	\$-	\$2,300	\$-	\$2,300	\$-
	Waterline and Drainage Improvements at North Peytonville Avenue near the intersection with Raven Bend	\$-	\$-	\$3,500	\$-	\$3,500	\$-	\$3,500	\$-	\$3,500	\$-
	East Highland/Kimball 8-inch Sewer Line	\$-	\$-	\$-	\$-	\$-	\$-	\$1,500	\$-	\$1,500	\$-
	"12-inch Water line along East Highland Street from North Carroll Avenue to North Kimball Avenue [Previously named ""Upsize existing 6-inch to 12-inch Water line along East Highland from Blythe Lane to N. Kimball Avenue""]"	\$-	\$-	\$-	\$-	\$15,000	\$-	\$15,000	\$-	\$15,000	\$-
	Water System Improvements -- 5.0 MG Ground Storage Tank #2 at T.W. King Pump Station #2	\$-	\$-	\$-	\$-	\$-	\$-	\$25,000	\$-	\$25,000	\$-
	System Capacity Improvements (Water) - Future Projects	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Sewer	System Capacity Improvements (Sewer) - Future Projects	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Storm water	Sanitary Sewer Infrastructure Erosion Protection	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Gateway Lakes Park Drainage Improvements & Bridge Replacement	\$-	\$-	\$500	\$-	\$500	\$-	\$500	\$-	\$500	\$-
	Morgan Road Drainage Improvements	\$-	\$-	\$-	\$-	\$1,000	\$-	\$1,000	\$-	\$1,000	\$-
	Drainage Basin Enhancements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	System Capacity Improvements (Storm Water) - Future Projects	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-

FY 2022 Capital Budget Operational Impact											
	Project Name	FY 2022 Maintenance	FY 2022 Personnel	FY 2023 Maintenance	FY 2023 Personnel	FY 2024 Maintenance	FY 2024 Personnel	FY 2025 Maintenance	FY 2025 Personnel	FY 2026 Maintenance	FY 2026 Personnel
Parks	Parks Land Acquisition	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Bicentennial Park	\$-	\$-	\$10,000	\$-	\$10,000	\$-	\$10,000	\$-	\$10,000	\$-
	Southlake Sports Complex	\$-	\$-	\$-	\$-	\$-	\$-	\$85,000	\$40,000	\$170,000	\$80,000
Community Enhancements	Public Art Master Plan Implementation	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Americans with Disabilities Act (ADA) Citywide Improvements	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Facilities	Municipal Service Center & Public Safety Training Tower Project	\$-	\$-	\$-	\$-	\$-	\$-	\$95,000	\$-	\$95,000	\$-
	Champions Club Finish-Out	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Emergency Operations Center Relocation	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
	Bob Jones Nature Center & Preserve Barn	\$-	\$-	\$45,000	\$-	\$45,000	\$-	\$47,500	\$-	\$50,000	\$-
Total		\$-	\$-	\$144,800	\$-	\$186,300	\$-	\$406,500	\$40,000	\$494,000	\$80,000

## PLANNING AND FUNDING FOR FUTURE CAPITAL PROJECTS

As mentioned previously, there is a strong connection between Southlake’s current comprehensive plan, Southlake 2030 and Southlake 2035, and the development of the CIP. Each plan includes recommendations that are structured on a tiered implementation schedule (Tier 1: 1-3 years, Tier 2: 4-6 years and Tier 3: 7+ years). As such, departments have identified all capital projects that are included in Southlake 2030 as recommendations and those projects have been programmed not only into the upcoming Capital Budget but also throughout the remaining years and “beyond” category of the CIP. The chart below shows a large amount of funding in the “beyond” years that can be attributed to both Tier 2 and Tier 3 Southlake 2030 project recommendations related to mobility, storm water, and park projects. As future Capital Budgets and plans are developed, projects shown in the “beyond” category will be moved forward as funds become available.

### CIP EXPENSES FY 2022 & BEYOND



FUNDING IS REPRESENTED IN THOUSANDS OF DOLLARS (000s). EXAMPLE: 3,776 = \$3,776,000

## HOW TO READ THIS SECTION

### Program Area Overview Pages

Projects in the CIP are organized into seven program areas: Mobility, Water, Sewer, Storm water, Parks, Community Enhancement, and Facilities. Each program area contains an overview page followed by individual project status forms for each project that falls within that program area. The program area overview sheet contains the following information:


- 1 CITY FOCUS AREA(S) ACHIEVED THROUGH THIS PROGRAM AREA (FOR MORE INFORMATION SEE STRATEGIC DIRECTION)
- 2 DESCRIPTION OF THE TYPES OF PROJECTS THAT FALL WITHIN THAT PROGRAM AREA
- 3 CORPORATE OBJECTIVES ACHIEVED THROUGH THIS PROGRAM AREA (FOR MORE INFORMATION SEE STRATEGIC DIRECTION)
- 4 A TABLE SHOWING THE TOTAL FUNDED AND UNFUNDED AMOUNTS BY YEAR FOR THE PROGRAM AREA

CAPITAL IMPROVEMENTS PROGRAM (CIP)


MOBILITY

## MOBILITY PROJECTS OVERVIEW


Delivering on our focus areas:




**Safety & Security**



**Mobility**



**Infrastructure**



**Partnerships & Volunteerism**

**2 Description:** Multi-modal transportation projects that serve the mobility needs of residents, businesses, and visitors that address transportation needs for vehicles, bicycles, and pedestrians. These projects include road construction, widening, or improvements, street rehabilitation, and sidewalks. The majority of projects listed in this section of the CIP are implementing recommendations of the Southlake 2030 Mobility Master Plan.

**3 Strategic Alignment:**

- Achieve the highest standards of safety & security (C1)
- Provide travel convenience within City & region (C2)
- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)

**4 MOBILITY CIP TOTAL PROJECT FUNDING**

	Total
Total Prior Funding	\$54,015,000
FY 2022	\$6,233,000
FY 2023	\$10,300,000
FY 2024	\$7,756,000
FY 2025	\$8,839,000
FY 2026	\$3,352,000
Beyond/Unfunded	\$26,668,000
<b>Total</b>	<b>\$117,163,000</b>

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### Individual Project Status Forms

Each project is presented on a separate project status form within each program area. Each project status form contains the following information:

- 1 A PHOTO OR MAP DEPICTING THE PROJECT OR ITS LOCATION
- 2 DEPARTMENT RESPONSIBLE FOR OVERSEEING THIS PROJECT
- 3 A BRIEF DESCRIPTION OF THE PROJECT
- 4 A BRIEF JUSTIFICATION FOR THE PROJECT
- 5 ALTERNATIVE OPTIONS AND IMPACT IF PROJECT IS NOT ABLE TO BE FUNDED
- 6 CITY FOCUS AREA(S) ACHIEVED THROUGH THIS PROGRAM AREA (FOR MORE INFORMATION SEE STRATEGIC DIRECTION)
- 7 PROJECT NUMBER THAT CORRESPONDS TO FUNDING SCHEDULE
- 8 ADDITIONAL PROJECT DETAILS
- 9 A TABLE SHOWING THE TIMELINE OF PROJECT EXPENDITURES BY COST CATEGORY
- 10 A TABLE SHOWING ANY ONGOING OPERATING COST IMPACT BY YEAR
- 11 A TABLE SHOWING BOTH FUNDED AND UNFUNDED AMOUNTS BY YEAR AND BY FUNDING SOURCE

**City of Southlake FY 2022 CIP Project Status Form**

*North White Chapel Blvd - Emerald to Highland*

**2 DEPARTMENT:** Public Works

**PROJECT LOCATION:** N. White Chapel from Emerald to Highland

**PROJECT TIMELINE:** Sept 2017 to Spring 2022


**3 DESCRIPTION:**  
Additional funding is requested to widen White Chapel Boulevard from Emerald Boulevard to Highland Street. White Chapel Boulevard will be widened to the ultimate 4-lane divided section and will include grading, drainage, public and franchise utilities, retaining and screening walls, paving, landscape, irrigation and electric. The County participation for this project is \$2.1 million, included in prior funding. The County will reimburse the City as paving efforts are completed.

**4 JUSTIFICATION:**  
This project is identified in the Mobility Master Plan and will improve mobility in this region of the City.

**5 ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**  
Mobility will continue to be a major issue along this corridor.

**6 STRATEGIC FOCUS AREA:** Infrastructure, Mobility

**7 PROJECT #:** 2022-01c



**1**

New Request  Continuation Project  Partnership

Mandated / Public Health / Safety  Replacement / Major Rehab or Protection of Capital Stock  Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - MS

**COMPANION PROJECT?** If yes, please explain: General Fund, SWUS

**REVENUE GENERATING?** If yes, please explain: N/A

		9 EXPENDITURE SCHEDULE							
		TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
<b>CAPITAL PROJECT COSTS</b>									
PLANNING / FEASIBILITY STUDY		1,611,000							1,611,000
ENGINEERING & DESIGN TESTING		881,000							881,000
LAND & ROW ACQUISITION		896,500							896,500
LANDSCAPING, ART, URBAN DESIGN		19,796,500	500,000						20,296,500
CONSTRUCTION									0
CONTINGENCY									0
<b>TOTAL</b>		<b>23,185,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,685,000</b>
<b>OPERATIONAL PROJECT COSTS</b>									
MAINTENANCE COSTS			45,000	45,000	45,000	45,000	45,000	45,000	225,000
PERSONNEL COSTS									0
<b>TOTAL</b>		<b>0</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>225,000</b>
<b>FUNDING SCHEDULE</b>									
<b>CAPITAL FUNDING SOURCE</b>		<b>TOTAL PRIOR</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>UNFUNDED</b>	<b>TOTAL</b>
GENERAL FUND		22,685,000	500,000	0	0	0	0	0	23,185,000
CEIC									0
CEPD									0
PARK DEDICATION FEE FUND									0
PUBLIC ART FUND									0
ROADWAY IMPACT FEE FUND									0
SEWER REVENUE IMPACT FEE									0
SPDC									0
STORMWATER UTILITY SYSTEM FUND		500,000							500,000
TRF2 #1									0
UTILITY FUND									0
WATER IMPACT FEE FUND									0
<b>TOTAL</b>		<b>23,185,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,685,000</b>

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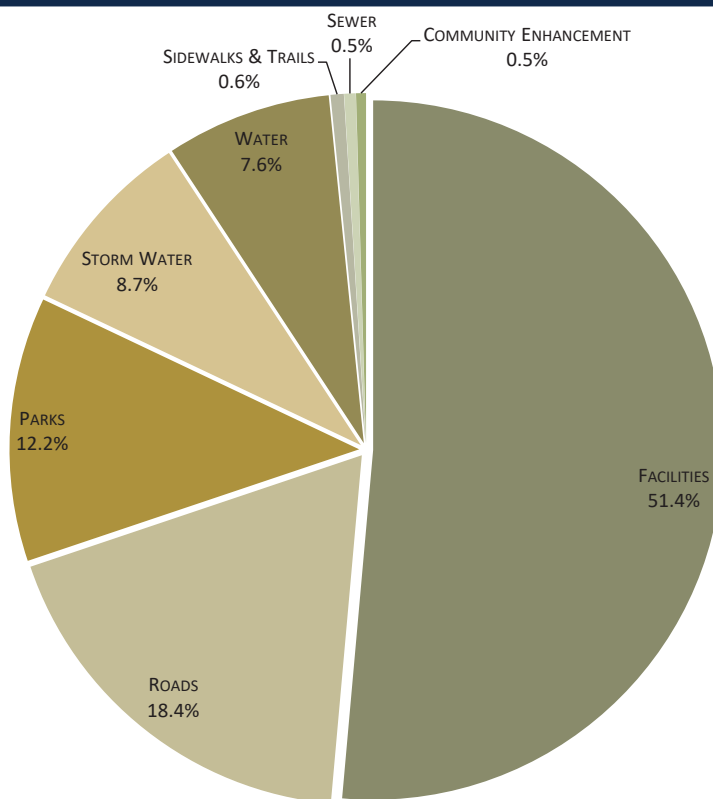
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## FY 2022 CAPITAL BUDGET AND CAPITAL IMPROVEMENTS PLAN

The following pages in this section contain a listing of the CIP Governance Committee’s recommended five-year CIP by project category based on the primary purpose of the overall project. The project categories are:

- **Mobility** - Multi-modal transportation projects that serve the mobility needs of residents, businesses, and visitors that address transportation needs for vehicles, bicycles, and pedestrians. These projects include road construction, widening, or improvements, street rehabilitation, and sidewalks. The majority of projects listed in this section of the CIP are implementing recommendations of the [Southlake 2030 Mobility Master Plan](#).
- **Water** - This section of the CIP identifies projects that expand and improve the water system, including new supply lines, storage tanks and towers, distribution mains and lines, and water quality enhancing equipment to lengthen the shelf-life of stored water. The majority of projects listed in this section of the CIP are implementing recommendations of the [Southlake 2030 Water Master Plan](#). Additionally, this section includes projects from the Water Conservation Master Plan, Water Impact Fee capital improvement plans, and other associated technical studies that guide the development of the City’s water system.
- **Sewer** - The projects identified in this section expand and improve the City’s sanitary sewer infrastructure, including the installation of new sewer lines and the replacement of aging lines. The projects identified in this section of the document are largely implementing recommendations from the [Southlake 2030 Wastewater Master Plan](#).
- **Storm water** - Projects that expand and improve the City’s drainage infrastructure and manage the flow of storm water throughout the City. Projects identified in this section of the CIP are implementing recommendations from the [Southlake 2030 Stormwater Master Plan](#).

## FY 2022 CAPITAL BUDGET - ALLOCATION BY PROJECT TYPE



- **Parks** - Projects that provide infrastructure for parks and recreation opportunities, including active recreation, passive enjoyment, and enhanced open spaces. The projects identified in this section of the CIP implement recommendations of the [Southlake 2035 Parks Master Plan](#).
- **Community Enhancement** - Projects that improve the overall community design, aesthetic, and accessibility of public areas, including public art, ADA improvements, and city entry features. These projects are identified through several master plans, including the [Southlake 2035 Public Arts Master Plan](#) and the [Urban Design Plan](#).
- **Facilities** - Projects for the planning, design, and construction of City facilities. The facilities identified in the CIP are implementing recommendations from several master plans, including the [Southlake 2035 Tourism Master Plan](#) and the [Health and Wellness Master Plan](#).

Project status forms have also been included for all projects in the CIP. These sheets provide more detail about each project by listing not only approved funding but how those funds will be spent.

### FY 2022 CAPITAL BUDGET ONGOING PROJECT FUNDS

In the FY 2022 Capital Budget, there are four projects that are ongoing project funds. These projects set aside funding for improvements that are identified on an annual basis. These capital improvements are funded to ensure the delivery of high quality services and continued maintenance of critical infrastructure. While ongoing maintenance is included in the City’s annual operating budget, these projects differ due to the useful life of the project. The table below shows the projects identified for the ongoing project funds in the FY 2022 Capital Budget. More information about these projects can be found on the project status forms found later in this section.

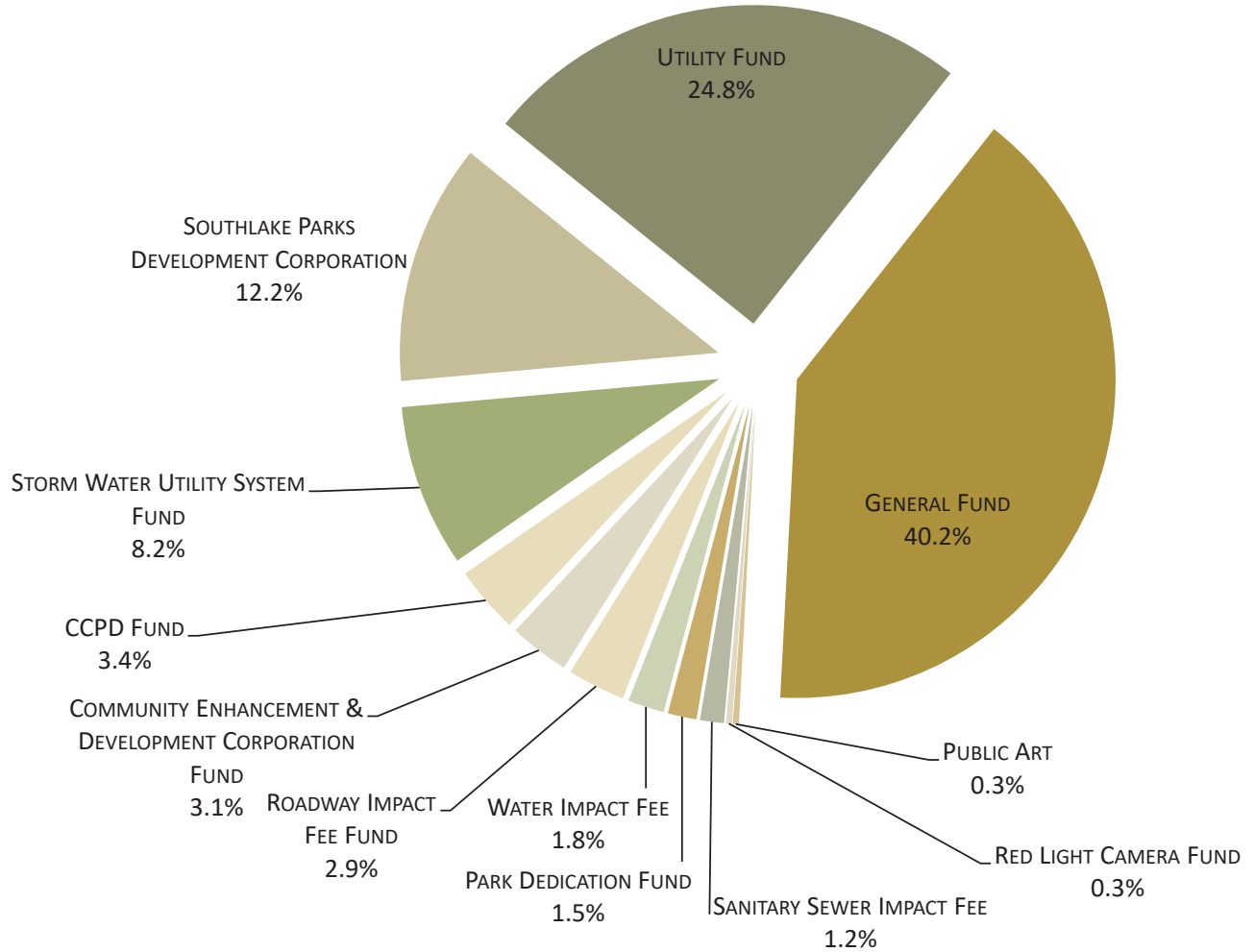
FY 2022 ONGOING PROJECT FUND USES				
Project Category	Project Number	Project Name	FY 2022 Funding	FY 2022 Project Plan
Mobility	2022-02	Citywide Pathway Improvements	\$200,000	A study is currently underway to identify the priority sidewalks in Southlake. The funding requested for FY 2022 will be used to implement this study.
Mobility	2022-03	Street Rehabilitation Required by Pavement Management Application (PMA)	\$1,415,000	Funding is requested to address pavement quality on Briarwood Drive, Cherry Court, Cherry Lane, East Bob Jones Road, Shady Lane, T.W. King Road, Pine Drive, and Lilac Lane.
Mobility	2022-04	Street Rehabilitation Participation Program (Joint Project with Tarrant County)	\$368,000	Funding is requested to continue the rehabilitation of Sam Bass Ridge Road in partnership with Tarrant County.
Community Enhancements	2022-76	Americans with Disabilities Act (ADA) Citywide Improvements	\$50,000	In FY 2022, the funding requested will be used to study the accessibility of the City’s parks.

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## ALL FUNDS TOTAL

Fund	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>General Fund</b>	\$60,265,000	\$13,173,000	\$13,800,000	\$14,526,000	\$15,357,000	\$18,307,000	\$26,463,000	\$161,891,000
<b>Utility Fund</b>	\$5,863,000	\$8,128,000	\$7,650,000	\$7,400,000	\$3,615,000	\$3,200,000	\$2,875,000	\$38,731,000
<b>Roadway Impact Fee Fund</b>	\$1,300,000	\$960,000	\$410,000	\$980,000	\$232,000	\$245,000	\$255,000	\$4,382,000
<b>Water Impact Fee</b>	\$1,475,000	\$605,000	\$1,762,000	\$115,000	\$122,000	\$128,000	\$135,000	\$4,342,000
<b>Sanitary Sewer Impact Fee</b>	\$1,150,000	\$397,000	\$130,000	\$216,000	\$90,000	\$95,000	\$100,000	\$2,178,000
<b>Storm Water Utility System Fund</b>	\$5,375,000	\$2,700,000	\$2,890,000	\$2,475,000	\$4,525,000	\$2,900,000	\$5,250,000	\$26,115,000
<b>Community Enhancement &amp; Development Corporation Fund</b>	\$-	\$1,000,000	\$-	\$-	\$-	\$-	\$-	\$1,000,000
<b>Southlake Parks Development Corporation</b>	\$11,178,323	\$4,000,000	\$5,300,000	\$4,200,000	\$9,450,000	\$-	\$40,740,000	\$74,868,323
<b>Tax Increment Reinvestment Zone #1</b>	\$-	\$-	\$-	\$1,450,000	\$1,450,000	\$-	\$2,250,000	\$5,150,000
<b>Park Dedication Fund</b>	\$370,000	\$480,000	\$-	\$-	\$-	\$-	\$-	\$850,000
<b>Hotel Occupancy Tax</b>	\$1,000,000	\$-	\$200,000	\$200,000	\$200,000	\$200,000	\$-	\$1,800,000
<b>CCPD Fund</b>	\$400,000	\$1,110,000	\$4,420,000	\$-	\$-	\$-	\$-	\$5,930,000
<b>Public Art</b>	\$475,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,075,000
<b>Red Light Camera Fund</b>	\$-	\$100,000	\$-	\$-	\$-	\$-	\$-	\$100,000
<b>Grand Total All Funds:</b>	<b>\$88,851,323</b>	<b>\$32,753,000</b>	<b>\$36,662,000</b>	<b>\$31,662,000</b>	<b>\$35,141,000</b>	<b>\$25,175,000</b>	<b>\$78,168,000</b>	<b>\$328,412,323</b>

FY 2022 CAPITAL BUDGET - ALLOCATION BY FUND

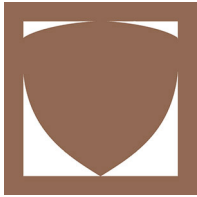






# MOBILITY PROJECTS OVERVIEW

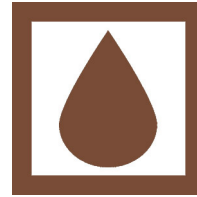
Delivering on our focus areas:



Safety & Security



Mobility



Infrastructure



Partnerships & Volunteerism

**Description:** Multi-modal transportation projects that serve the mobility needs of residents, businesses, and visitors that address transportation needs for vehicles, bicycles, and pedestrians. These projects include road construction, widening, or improvements, street rehabilitation, and sidewalks. The majority of projects listed in this section of the CIP are implementing recommendations of the Southlake 2030 Mobility Master Plan.

**Strategic Alignment:**

- Achieve the highest standards of safety & security (C1)
- Provide travel convenience within City & region (C2)
- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



MOBILITY CIP TOTAL PROJECT FUNDING	
Total Prior Funding	\$54,015,000
FY 2022	\$6,233,000
FY 2023	\$10,300,000
FY 2024	\$7,756,000
FY 2025	\$8,839,000
FY 2026	\$3,352,000
Beyond	\$26,668,000
<b>Total</b>	<b>\$117,163,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>North White Chapel Boulevard - Emerald to Highland</b>	Additional funding is requested to widen White Chapel Boulevard from Emerald Boulevard to Highland Street. White Chapel Boulevard will be widened to the ultimate 4-lane divided section and will include grading, drainage, public and franchise utilities, retaining and screening walls, paving, landscape, irrigation and electric. The County participation for this project is \$2.1 million, included in prior funding. The County will reimburse the City as paving efforts are completed.								
2022-01c	General Fund	\$23,185,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$23,685,000
<b>Citywide Pathway Improvements</b>	Sidewalks in Southlake are guided by a master plan that includes recommendations for sidewalk and trail segments across the City. Using the master plan as a guide, sidewalks ultimately get built one of four ways: 1. As an element of City road or park project, 2. As part of private construction projects; 3. Through neighborhood retrofits; and, 4. Through the citywide pathway program which identifies infill sidewalk construction opportunities based on a prioritized project list that considers available right of way, construction feasibility, proximity to schools and parks and potential connections between neighborhoods and other uses.  Funding requested in the capital budget supports the Citywide Pathway program and funds for right of way acquisition, engineering design, and construction of sidewalks at various locations throughout the City.								
2022-02	General Fund	\$4,576,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$5,776,000
<b>Street Rehabilitation Required by Pavement Management Application (PMA)</b>	Funding is requested to continue the Citywide pavement rehabilitation program. This program is based on an annual condition assessment conducted by a third party. This assessment feeds the City's Pavement Quality Index (PQI), which is the foundation for prioritizing pavement rehabilitation projects. The PQI is also an essential element of the City's annual financial audit.								
2022-03	General Fund	\$15,854,000	\$1,415,000	\$1,434,000	\$1,505,000	\$1,581,000	\$1,660,000	\$1,743,000	\$25,192,000
<b>Street Rehabilitation Participation Program (Joint Project with Tarrant County)</b>	Funding is requested to continue the rehabilitation of asphalt streets in partnership with Tarrant County. Tarrant County provides labor and equipment to rehabilitate the subgrade for several selected asphalt roads each year while City crews mill, pave, stripe, and install curbing. 99% of respondents to the most recent Citizen Survey listed maintaining local streets and roads as important.								
2022-04	General Fund	\$3,550,000	\$368,000	\$386,000	\$406,000	\$426,000	\$447,000	\$470,000	\$6,053,000
<b>North White Chapel Boulevard - Emerald to FM 1709</b>	Funding is requested for the reconstruction of the roadway on North White Chapel between Emerald Boulevard and FM 1709. The roadway condition has an estimated Pavement Quality Index (PQI) of 59-64 and will need a pavement rehabilitation. The PQI values are rough estimation of the pavement's condition.								
2022-05	General Fund	\$0	\$200,000	\$1,000,000	\$0	\$0	\$0	\$0	\$1,200,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>FM 1709 Deceleration Lanes at Byron Nelson and Southridge Lakes</b>	Funding is requested to design and construct deceleration lanes along East Southlake Boulevard at Byron Nelson Parkway and West Southlake Boulevard at Southridge Lakes Parkway. This project includes landscaping modifications. Will seek potential funding partnership with the North Central Texas Council of Governments (NCTCOG).								
2022-06	General Fund	\$1,000,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000

<b>FM 1938 at West Continental Boulevard Intersection Improvements</b>	Funding is requested for right of way, new traffic signal, right turn lane, and other paving improvements to improve the alignment of this intersection based on recommendations of a engineering study of this intersection. Drainage improvements will also be included with this project, specifically the improvement of Critical Drainage Structure #18. These improvements will help alleviate current traffic backups during peak hours on west-bound West Continental Boulevard at FM 1938. In addition, the project will also include landscape and irrigation improvements.								
2022-07c	General Fund	\$900,000	\$400,000	\$2,000,000	\$0	\$0	\$0	\$0	\$3,300,000
2022-07c	Storm Water Utility System	\$0	\$0	\$800,000	\$0	\$0	\$0	\$0	\$800,000
	<b>Total</b>	<b>\$900,000</b>	<b>\$400,000</b>	<b>\$2,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,100,000</b>

<b>Corridor Safety Improvements</b>	The purpose of this project is to evaluate and improve upon the existing mobility system within the City to provide enhanced safety for motorists and pedestrians.								
2022-08	Red Light Camera Fund	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000

<b>North Carroll Avenue - Corridor</b>	Funding is planned for traffic improvements including new medians, new turn lanes and lane realignments, new pavement markings and improved intersections. This project will improve traffic flow in the North Carroll Avenue corridor between Southlake Boulevard and State Highway 114 and enhance pedestrian safety.								
2022-09	General Fund	\$0	\$0	\$720,000	\$0	\$0	\$0	\$0	\$720,000

<b>State Street &amp; Frontage Road - Intersection</b>	Funding is planned for traffic improvements including a curbed island and new pavement markings at the intersection of State Street and State Highway 114. The improvements are based on the recommendation of a traffic study. This project will improve access at the intersection and enhance pedestrian safety.								
2022-10	General Fund	\$0	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Kirkwood Boulevard Intersection Improvements and Urban Enhancements</b>	Funding is requested for the design and construction of the improvements at Kirkwood Boulevard and West Dove Road intersection. Funding is also requested to complete the fourth leg of the intersection at Kirkwood Boulevard and Dove Road, improve pedestrian facilities, replace street lights and install landscaping enhancements along the Kirkwood Boulevard corridor from State Highway 114 to Dove Road.								
	Note: Enhancements along Kirkwood Boulevard from Stockton Drive to Tyler Street were included in the completed Kirkwood Boulevard Widening Project recently completed.								
2022-11	General Fund	\$2,300,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$2,800,000

<b>Creekside Drive Drainage Improvements</b>	Funding is requested for grading to facilitate drainage and to replace drainage structures on Creekside Drive. The roadway has significant surface damage, requiring reconstruction which will take place upon completion of the drainage structures. Drainage work will improve stormwater drainage ditches along both sides of the street as well as creek crossings and reconstruction of driveways and culverts.								
	2022-12c	General Fund	\$400,000	\$450,000	\$0	\$0	\$0	\$0	\$0
2022-12c	Storm Water Utility System	\$450,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$500,000
	<b>Total</b>	<b>\$850,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,350,000</b>

<b>FM 1709 and Pearson Lane Intersection Improvements</b>	Funding is requested for the engineering design, right-of-way acquisition, and construction of the intersection improvements at East Southlake Boulevard and Pearson Lane/Union Church Road. This will be a joint project with the City of Keller who will share 25% of the costs of the project. The proposed funding plan is reflective of the City of Southlake's 75% project share.								
	2022-13c	General Fund	\$0	\$840,000	\$1,215,000	\$0	\$0	\$0	\$0
2022-13c	Roadway Impact Fee Fund	\$0	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000
2022-13c	Storm Water Utility System	\$0	\$0	\$140,000	\$0	\$0	\$0	\$0	\$140,000
	<b>Total</b>	<b>\$0</b>	<b>\$960,000</b>	<b>\$1,355,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,315,000</b>

<b>City Roadway Intersection Capacity Improvements</b>	Funding is requested for right-of-way, new traffic signal, right turn lane and other paving improvements to improve alignment of this intersections based on recommendations of preliminary engineering study of this intersection.								
	2022-14	Roadway Impact Fee Fund	\$1,100,000	\$200,000	\$210,000	\$220,000	\$232,000	\$245,000	\$255,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Mustang Court Industrial Area Access Improvements</b>	Funding is requested for study and design related to access improvements for the Mustang Court Industrial Area.								
	2022-15	General Fund	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0

<b>Shady Oaks Drive and West Highland Intersection Improvements</b>	Funding is planned for the engineering design and construction of the intersection improvements at Shady Oaks Drive and West Highland intersection. The intersection is currently experiencing a "D" Level of service during morning peak times. This intersection was identified as needing improvement in the Citywide Intersection Analysis conducted in 2017.									
	2022-16c	General Fund	\$0	\$0	\$160,000	\$350,000	\$600,000	\$0	\$0	\$1,110,000
	2022-16c	Roadway Impact Fee Fund	\$0	\$140,000	\$0	\$0	\$0	\$0	\$0	\$140,000
		<b>Total</b>	<b>\$0</b>	<b>\$140,000</b>	<b>\$160,000</b>	<b>\$350,000</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,250,000</b>

<b>Continental Boulevard and South Peytonville Avenue Intersection Improvements</b>	Funding is planned for right of way, engineering design, construction, art and landscaping of a planned roundabout at the Continental Boulevard and South Peytonville Avenue intersection. Drainage improvements will also be included with this project, specifically the improvement of Critical Drainage Structure #19.									
	2022-17c	General Fund	\$0	\$0	\$250,000	\$1,040,000	\$0	\$0	\$0	\$1,290,000
	2022-17c	Utility Fund	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
	2022-17c	Roadway Impact Fee Fund	\$200,000	\$500,000	\$200,000	\$760,000	\$0	\$0	\$0	\$1,660,000
	2022-17c	Storm Water Utility System	\$0	\$0	\$150,000	\$250,000	\$0	\$0	\$0	\$400,000
		<b>Total</b>	<b>\$200,000</b>	<b>\$500,000</b>	<b>\$600,000</b>	<b>\$2,250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,550,000</b>

<b>Brumlow Avenue Widening and Bike Lane construction from Continental Boulevard to State Highway 26</b>	Funding is planned for the future widening of Brumlow Avenue from Continental Boulevard to State Highway 26 to its ultimate pavement section (four lanes divided). Bike lanes will also be constructed to facilitate connectivity to the Cotton Belt Trail.								
	2022-18	General Fund	\$0	\$0	\$750,000	\$2,250,000	\$5,000,000	\$0	\$0

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>South Village Center Roadway Connector from Kimball Avenue to Nolen Drive</b>	Funding is planned for engineering design and construction of a two-lane undivided connector, as identified on the City's Mobility & Thoroughfare Master Plan, to allow Georgetown Park and future developments vehicular access to the traffic signal at Nolen Drive and East Southlake Boulevard.								
2022-19	General Fund	\$500,000	\$0	\$525,000	\$575,000	\$800,000	\$800,000	\$0	\$3,200,000
<b>Kirkwood Boulevard Connector from Carillon Phase 5 Terminus to the Highland / Kirkwood Intersection</b>	Funding is planned for right of way, engineering design and construction of a connector for Kirkwood Boulevard from the Carillon Phase 5 terminus to the Highland Street and Kirkwood Boulevard intersection. This project will require the construction of a bridge across the flood plain.								
2022-20	General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$9,750,000	\$9,750,000
<b>South Carroll Avenue Widening from Breeze Way to FM 1709</b>	Funding is planned for the widening of Carroll Avenue from Breeze Way to just south of East Southlake Boulevard (adjacent to the Shops of Southlake) to its ultimate pavement section of a four-lane divided road.								
2022-21	General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$9,250,000	\$9,250,000
<b>South Village Center Roadway Connector from west property line of Kimball Oaks to Southwood Way</b>	Funding is planned for design and construction of the remainder of the Village Center Connector from the west property line of Kimball Oaks to Southwood Way.								
2022-22	General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000,000	\$5,000,000
<b>Mobility Total</b>		<b>\$54,015,000</b>	<b>\$6,233,000</b>	<b>\$10,300,000</b>	<b>\$7,756,000</b>	<b>\$8,839,000</b>	<b>\$3,352,000</b>	<b>\$26,668,000</b>	<b>\$117,163,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### North White Chapel Blvd - Emerald to Highland

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N. White Chapel from Emerald to Highland

**PROJECT TIMELINE:** Sept 2017 to Spring 2022

**DESCRIPTION:**

Additional funding is requested to widen White Chapel Boulevard from Emerald Boulevard to Highland Street. White Chapel Boulevard will be widened to the ultimate 4-lane divided section and will include grading, drainage, public and franchise utilities, retaining and screening walls, paving, landscape, irrigation and electric. The County participation for this project is \$2.1 million, included in prior funding. The County will reimburse the City as paving efforts are completed.



**JUSTIFICATION:**

This project is identified in the Mobility Master Plan and will improve mobility in this region of the City.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Mobility will continue to be a major issue along this corridor.

**STRATEGIC FOCUS AREA:** Infrastructure, Mobility

**PROJECT #:** 2022-01c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - M8
- COMPANION PROJECT?** If yes, please explain: General Fund, SWUS
- REVENUE GENERATING?** If yes, please explain: N/A

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING	1,611,000							1,611,000
LAND & ROW ACQUISITION	881,000							881,000
LANDSCAPING, ART, URBAN DESIGN	896,500							896,500
CONSTRUCTION	19,796,500	500,000						20,296,500
CONTINGENCY								0
<b>TOTAL</b>	<b>23,185,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,685,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			45,000	45,000	45,000	45,000	45,000	225,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>225,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	22,685,000	500,000	0	0	0	0	0	23,185,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	500,000							500,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>23,185,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,685,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Citywide Pathway Improvements

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Citywide

**PROJECT TIMELINE:** Oct 2021 to Oct 2026

**DESCRIPTION:**

Sidewalks in Southlake are guided by a master plan that includes recommendations for sidewalk and trail segments across the City. Using the master plan as a guide, sidewalks ultimately get built one of four ways: 1. As an element of City road or park project, 2. As part of private construction projects; 3. Through neighborhood retrofits; and, 4. Through the citywide pathway program which identifies infill sidewalk construction opportunities based on a prioritized project list that considers available right of way, construction feasibility, proximity to schools and parks and potential connections between neighborhoods and other uses.

Funding requested in the capital budget supports the Citywide Pathway program and funds for right of way acquisition, engineering design, and construction of sidewalks at various locations throughout the City.

**JUSTIFICATION:**

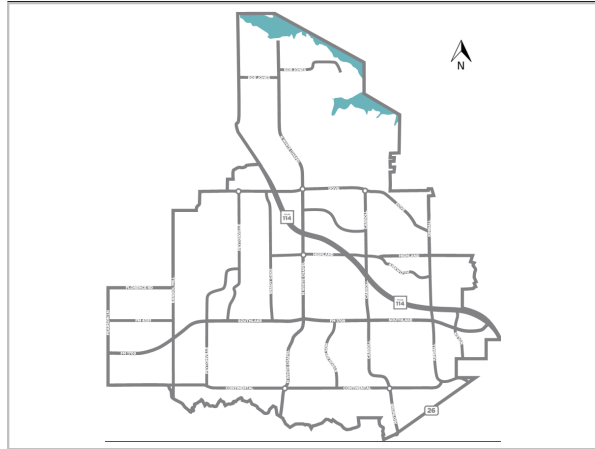
Providing sidewalks for pedestrian safety by keeping foot traffic off City streets has been identified as a Citywide gap issue.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Failure to fund could result in continued safety hazard for pedestrians in certain areas of the City.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-02



- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan AT4 -Tier 1

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		40,000	40,000	40,000	40,000	40,000		200,000
LAND & ROW ACQUISITION		10,000	10,000	10,000	10,000	10,000		50,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	4,576,000	150,000	150,000	150,000	150,000	150,000	200,000	5,526,000
CONTINGENCY								0
<b>TOTAL</b>	<b>4,576,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>5,776,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS		10,000	10,000	10,000	10,000	10,000	10,000	60,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>60,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	4,576,000	200,000	200,000	200,000	200,000	200,000	200,000	5,776,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>4,576,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>5,776,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Street Rehabilitation Required by Pavement Management Application (PMA)

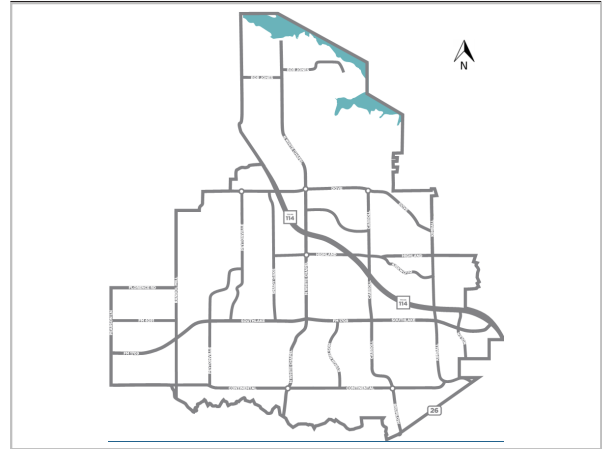
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Citywide

**PROJECT TIMELINE:** Ongoing to

**DESCRIPTION:**

Funding is requested to continue the Citywide pavement rehabilitation program. This program is based on an annual condition assessment conducted by a third party. This assessment feeds the City's Pavement Quality Index (PQI), which is the foundation for prioritizing pavement rehabilitation projects. The PQI is also an essential element of the City's annual financial audit.



**JUSTIFICATION:**

These repairs to asphalt streets are essential maintenance. This program is a cost savings for the City due to the donated services and labor donated by the County. Also 99% of respondents to the most recent Citizen Survey listed maintaining local streets and roads as important.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

If the program discontinued the funding, pavement sections will deteriorate further and ultimately lead to pavement failures.

**STRATEGIC FOCUS AREA:** Infrastructure, Partnership

**PROJECT #:** 2022-03

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 10.6
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	15,854,000	1,415,000	1,434,000	1,505,000	1,581,000	1,660,000	1,743,000	25,192,000
CONTINGENCY								0
<b>TOTAL</b>	<b>15,854,000</b>	<b>1,415,000</b>	<b>1,434,000</b>	<b>1,505,000</b>	<b>1,581,000</b>	<b>1,660,000</b>	<b>1,743,000</b>	<b>25,192,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	15,854,000	1,415,000	1,434,000	1,505,000	1,581,000	1,660,000	1,743,000	25,192,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>15,854,000</b>	<b>1,415,000</b>	<b>1,434,000</b>	<b>1,505,000</b>	<b>1,581,000</b>	<b>1,660,000</b>	<b>1,743,000</b>	<b>25,192,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## MOBILITY

### City of Southlake FY 2022 CIP Project Status Form

#### Street Rehabilitation Participation Program (Joint Project with Tarrant County)

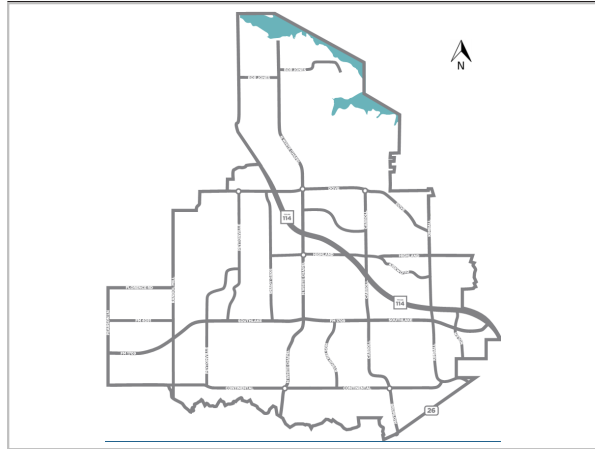
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Citywide

**PROJECT TIMELINE:** 2021 to 2022

**DESCRIPTION:**

Funding is requested to continue the rehabilitation of asphalt streets in partnership with Tarrant County. Tarrant County provides labor and equipment to rehabilitate the subgrade for several selected asphalt roads each year while City crews mill, pave, stripe, and install curbing. 99% of respondents in the 2019 Citizen Survey listed maintaining local streets and roads as very or somewhat important.



**JUSTIFICATION:**

These repairs to asphalt streets are essential maintenance. This program is a cost savings for the City due to the donated services and labor donated by the County. Also 99% of respondents to the most recent Citizen Survey listed maintaining local streets and roads as important.

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 9.1

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

If the program is discontinued the funding from the County would be forfeited.

- COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure, Partnership

- REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-04

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	3,550,000	368,000	386,000	406,000	426,000	447,000	470,000	6,053,000
CONTINGENCY								0
<b>TOTAL</b>	<b>3,550,000</b>	<b>368,000</b>	<b>386,000</b>	<b>406,000</b>	<b>426,000</b>	<b>447,000</b>	<b>470,000</b>	<b>6,053,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	3,550,000	368,000	386,000	406,000	426,000	447,000	470,000	6,053,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>3,550,000</b>	<b>368,000</b>	<b>386,000</b>	<b>406,000</b>	<b>426,000</b>	<b>447,000</b>	<b>470,000</b>	<b>6,053,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### N. White Chapel Blvd from Emerald Blvd to FM1709

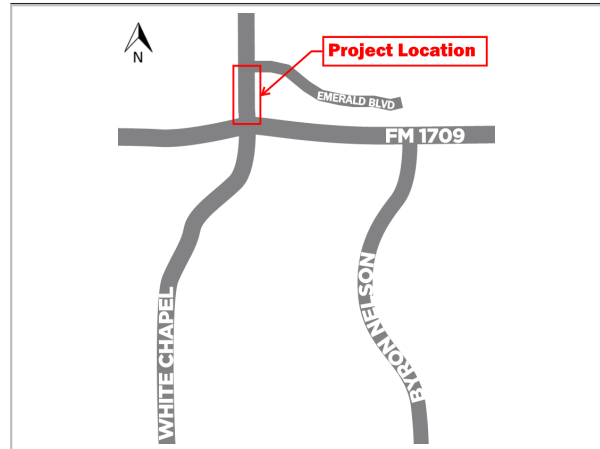
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N. White Chapel Blvd from Emerald Blvd to FM1709

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is requested for the reconstruction of the roadway on North White Chapel between Emerald Boulevard and FM 1709. The roadway condition has an estimated Pavement Quality Index (PQI) of 59-64 and will need a pavement rehabilitation. The PQI values are rough estimation of the pavement's condition.



**JUSTIFICATION:**

These repairs to asphalt streets are essential maintenance. This would align with the North White Chapel Boulevard widening project from Emerald to Highland without needing to re-mobilize. Also 99% of respondents to the most recent Citizen Survey listed maintaining local streets and roads as important.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

If the program is not funded pavement section will further deteriorate ultimately leading to pavement failure.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-05

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 10.6
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		195,000						195,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			1,005,000					1,005,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>195,000</b>	<b>1,005,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>
OPERATIONAL PROJECT COSTS								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			1,500	1,500	1,500	1,500	1,500	7,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>7,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND		200,000	1,000,000					1,200,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>200,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### FM 1709 Deceleration Lanes at Byron Nelson and Southridge Lakes

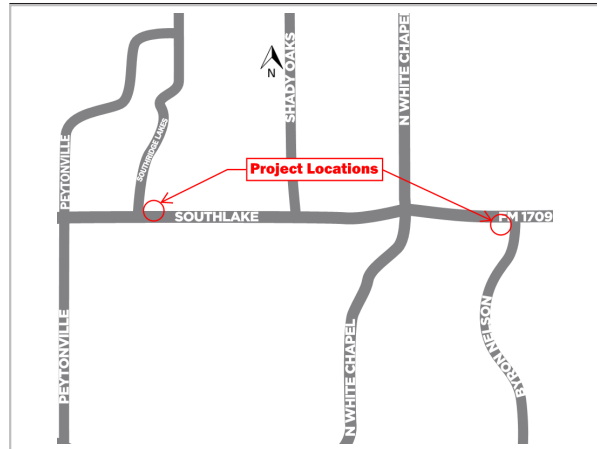
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** FM 1709 at Byron Nelson and Southridge Lakes

**PROJECT TIMELINE:** Oct 2021 to Sept 2022

**DESCRIPTION:**

Funding is requested to design and construct deceleration lanes along East Southlake Boulevard at Byron Nelson Parkway and West Southlake Boulevard at Southridge Lakes Parkway. This project includes landscaping modifications. Will seek potential funding partnership with the North Central Texas Council of Governments (NCTCOG).



**JUSTIFICATION:**

Travel flow on Southlake Boulevard will be improved by facilitating motorists wishing to turn right onto Southridge Lakes Parkway or Byron Nelson Boulevard to move out of the main lanes of traffic, slow down and make a safer maneuver.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Mobility will continue to deteriorate along this corridor with increased traffic if such improvements are not made.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure, Partnership

**PROJECT #:** 2022-06

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT42 - Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	250,000							250,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	750,000	200,000						950,000
CONTINGENCY								0
<b>TOTAL</b>	<b>1,000,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			2,500	2,500	2,500	2,500	2,500	12,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>12,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	1,000,000	200,000						1,200,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>1,000,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### FM 1938 at West Continental Boulevard Intersection Improvements

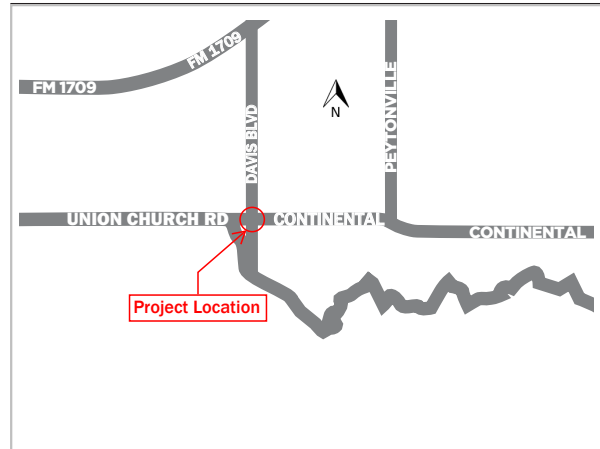
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** FM1938 at W. Continental Blvd Intersection

**PROJECT TIMELINE:** Oct 2021 to Sept 2024

**DESCRIPTION:**

Funding is requested for right of way, new traffic signal, right turn lane, and other paving improvements to improve the alignment of this intersection based on recommendations of a engineering study of this intersection. Drainage improvements will also be included with this project, specifically the improvement of Critical Drainage Structure #18. These improvements will help alleviate current traffic backups during peak hours on west-bound West Continental Boulevard at FM 1938. In addition, the project will also include landscape and irrigation improvements.



**JUSTIFICATION:**

These improvements will help alleviate current traffic backups during peak hours on westbound Continental Boulevard at FM 1938.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadway will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-07c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref:  
Mobility Master Plan MT25 - Tier 3  
Storm Water Master Plan - #4 - Tier 2
- COMPANION PROJECT?** If yes, please explain:  
General Fund and SWUS
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		250,000						250,000
LAND & ROW ACQUISITION		900,000						900,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			2,600,000					2,600,000
CONTINGENCY		150,000	200,000					350,000
<b>TOTAL</b>	<b>0</b>	<b>1,300,000</b>	<b>2,800,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				18,000	18,000	18,000	18,000	72,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>72,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	900,000	400,000	2,000,000					3,300,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND			800,000					800,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>900,000</b>	<b>400,000</b>	<b>2,800,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,100,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Corridor Safety Improvements

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** FM 1709 and other City Corridors

**PROJECT TIMELINE:** Oct 2021 to Oct 2026

**DESCRIPTION:**

Funding is requested to evaluate and improve upon existing mobility system within the City to provide enhanced safety for motorists and pedestrians along FM 1709 and other City Corridors.



**JUSTIFICATION:**

Completion of this project will improve the safety of key intersections throughout the City.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Failure to fund could result in continued safety hazard for motorists and pedestrians in certain areas of the City.

**STRATEGIC FOCUS AREA:** Mobility, Safety & Security

**PROJECT #:** 2022-08

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan Objective 3.2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		100,000						100,000
CONTINGENCY								0
<b>TOTAL</b>	0	100,000	0	0	0	0	0	100,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
RED LIGHT CAMERA FUND		100,000						100,000
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	100,000	0	0	0	0	0	100,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### North Carroll Ave - Corridor

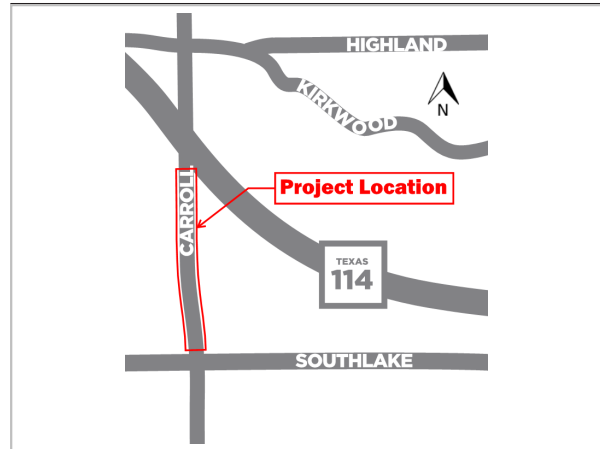
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N. Carroll Ave. between Southlake Blvd and SH 114 Frontage

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is planned for traffic improvements including new medians, new turn lanes and lane realignments, new pavement markings and improved intersections. This project will improve traffic flow in the North Carroll Avenue corridor between Southlake Boulevard and State Highway 114 and enhance pedestrian safety.



**JUSTIFICATION:**

The Improvements along the North Carroll Avenue will enhance the mobility and safety of North Carroll Avenue.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Mobility will continue to deteriorate along this corridor with increased traffic if such improvements are not made.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-09

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 3.1
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			620,000					620,000
CONTINGENCY			100,000					100,000
TOTAL	0	0	720,000	0	0	0	0	720,000
OPERATIONAL PROJECT COSTS								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				1,000	1,000	1,000	1,000	4,000
PERSONNEL COSTS								0
TOTAL	0	0	0	1,000	1,000	1,000	1,000	4,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND			720,000					720,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
TOTAL	0	0	720,000	0	0	0	0	720,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### State Street & Frontage Road - Intersection

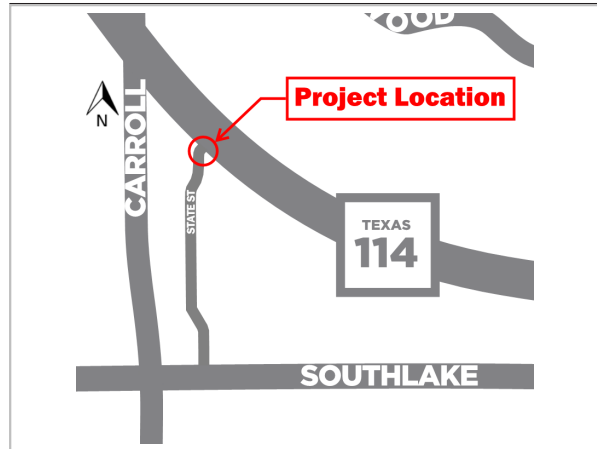
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** State Street and SH 114 EB Frontage Road

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is planned for traffic improvements including a curbed island and new pavement markings at the intersection of State Street and State Highway 114. The improvements are based on the recommendation of a traffic study. This project will improve access at the intersection and enhance pedestrian safety.



**JUSTIFICATION:**

Improve access at the intersection and enhance pedestrian safety.

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 3.1

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued turn movement difficulty for traffic turning from State Highway 114 frontage road into State street.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-10

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			140,000					140,000
CONTINGENCY			20,000					20,000
<b>TOTAL</b>	0	0	160,000	0	0	0	0	160,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				1,000	1,000	1,000	1,000	4,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	1,000	1,000	1,000	1,000	4,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND			160,000					160,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	160,000	0	0	0	0	160,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Kirkwood Boulevard Intersection Improvements and Urban Enhancements

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Kirkwood Boulevard from Dove to SH 114

**PROJECT TIMELINE:** Oct 2021 to Sept 2022

**DESCRIPTION:**

Funding is requested for the design and construction of the improvements at Kirkwood Boulevard and West Dove Road intersection. Funding is also requested to complete the fourth leg of the intersection at Kirkwood Boulevard and Dove Road, improve pedestrian facilities, replace street lights and install landscaping enhancements along the Kirkwood Boulevard corridor from State Highway 114 to Dove Road.

Note: Enhancements along Kirkwood Boulevard from Stockton Drive to Tyler Street were included in the completed Kirkwood Boulevard Widening Project recently completed.



**JUSTIFICATION:**

This project will add lighting and replace existing, aging fixtures along this corridor. Landscaping will also be added to the medians in accordance with the Urban Design Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued deterioration of the existing fixtures could result in a safety hazard to the traveling public.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-11

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: 2035 SH 114 Corridor Plan-LU1 recommendation -Tier 1 and Mobility Master Plan MT37 - Tier 3
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	575,000							575,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		2,025,000						2,025,000
CONTINGENCY		200,000						200,000
<b>TOTAL</b>	<b>575,000</b>	<b>2,225,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			13,000	13,000	13,000	13,000	13,000	65,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>65,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	2,300,000	500,000						2,800,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>2,300,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Creekside Drive Drainage Improvements

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Creekside Drive

**PROJECT TIMELINE:** Oct 2021 to Sept 2022

**DESCRIPTION:**

Funding is requested for grading to facilitate drainage and to replace drainage structures on Creekside Drive. The roadway has significant surface damage, requiring reconstruction which will take place upon completion of the drainage structures. Drainage work will improve stormwater drainage ditches along both sides of the street as well as creek crossings and reconstruction of driveways and culverts.



**JUSTIFICATION:**

The roadway has significant surface damage and requires reconstruction. The stormwater drainage ditches along both sides of the street need to be restored and creek crossings need to be improved as well as reconstruction of driveways and culverts.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The culverts will continue to deteriorate resulting in additional road failures.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-12c

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 3.9
- COMPANION PROJECT?** If yes, please explain: General Fund and SWUS
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	220,000							220,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		950,000						950,000
CONTINGENCY		180,000						180,000
<b>TOTAL</b>	<b>220,000</b>	<b>1,130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,350,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			8,000	8,000	8,000	8,000	8,000	40,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>40,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	400,000	450,000						850,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	450,000	50,000						500,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>850,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,350,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### FM 1709 and Pearson Lane Intersection Improvements

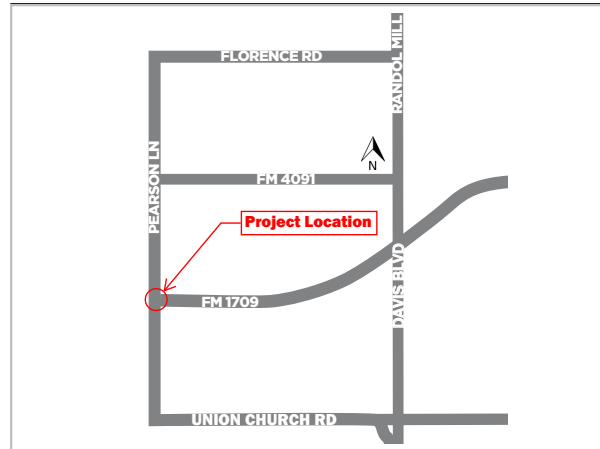
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** FM 1709 at Pearson Lane Intersection

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is requested for the engineering design, right-of-way acquisition, and construction of the intersection improvements at East Southlake Boulevard and Pearson Lane/Union Church Road. This will be a joint project with the City of Keller who will share 25% of the costs of the project. The proposed funding plan is reflective of the City of Southlake's 75% project share.



**JUSTIFICATION:**

These improvements will help alleviate current traffic backups during peak hours. This intersection must be improved prior to improvements to the N Peytonville/Continental intersection per designer of record.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadway will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours. Will lose participation funding.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure, Partnership

**PROJECT #:** 2022-13c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref:  
Mobility Master Plan MT20 - Tier 1  
Infrastructure Master Plan - Objective 10.5
- COMPANION PROJECT?** If yes, please explain:  
General Fund, Roadway Impact Fee Fund, SWUS
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		400,000						400,000
LAND & ROW ACQUISITION		560,000	150,000					710,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			1,055,000					1,055,000
CONTINGENCY			150,000					150,000
<b>TOTAL</b>	<b>0</b>	<b>960,000</b>	<b>1,355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,315,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				7,500	7,500	7,500	7,500	30,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>30,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND		840,000	1,215,000					2,055,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND		120,000						120,000
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND			140,000					140,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>960,000</b>	<b>1,355,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,315,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### City Roadway Intersection Capacity Improvements

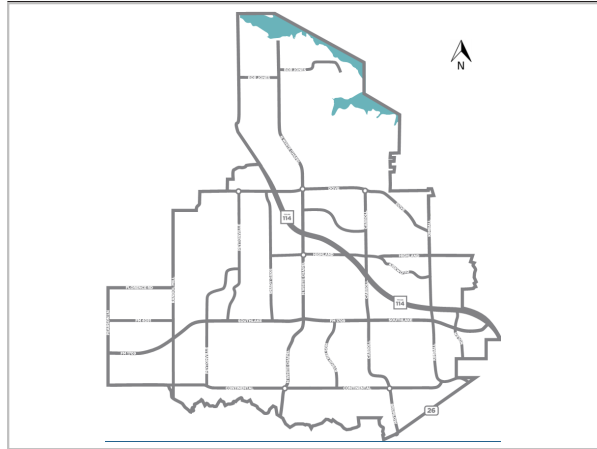
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Intersections

**PROJECT TIMELINE:** Oct 2021 to OCT 2026

**DESCRIPTION:**

Funding is requested for right-of-way, new traffic signal, right turn lane and other paving improvements to improve alignment of this intersections based on recommendations of preliminary engineering study of this intersection.



**JUSTIFICATION:**

Improvements will help alleviate current traffic backups during peak hours.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadways will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-14

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref:  
Mobility Master Plan (1075B) - Intersection Capacity Improvements
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	1,100,000	200,000	210,000	220,000	232,000	245,000	255,000	2,462,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	<b>1,100,000</b>	<b>200,000</b>	<b>210,000</b>	<b>220,000</b>	<b>232,000</b>	<b>245,000</b>	<b>255,000</b>	<b>2,462,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND	1,100,000	200,000	210,000	220,000	232,000	245,000	255,000	2,462,000
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>1,100,000</b>	<b>200,000</b>	<b>210,000</b>	<b>220,000</b>	<b>232,000</b>	<b>245,000</b>	<b>255,000</b>	<b>2,462,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Mustang Court Industrial Area Access Improvements

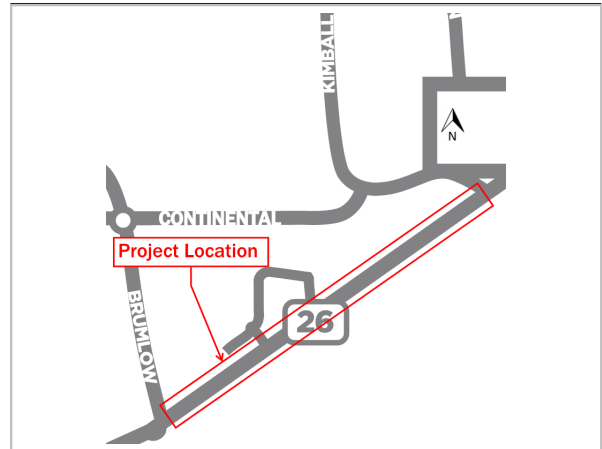
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** SH 26 / Mustang Drive

**PROJECT TIMELINE:** 2022 to 2026

**DESCRIPTION:**

Funding is requested for study and design related to access improvements for the Mustang Court Industrial Area.



**JUSTIFICATION:**

The improvements will enhance the mobility and safety in this area.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued access difficulty for traffic by Mustang Drive

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-15

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 3.1
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY		50,000						50,000
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	0	50,000	0	0	0	0	0	50,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND		50,000						50,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	50,000	0	0	0	0	0	50,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Shady Oaks Dr and W. Highland Intersection Improvements

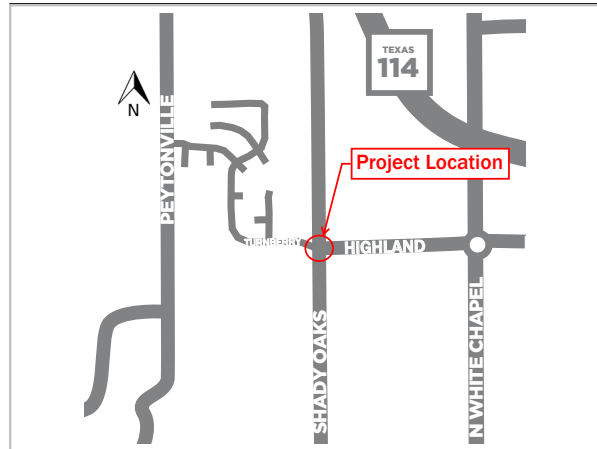
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Intersection of Shady Oaks Dr and W. Highland St

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding is planned for the engineering design and construction of the intersection improvements at Shady Oaks Drive and West Highland intersection. The intersection is currently experiencing a "D" Level of service during morning peak times. This intersection was identified as needing improvement in the Citywide Intersection Analysis conducted in 2017.



**JUSTIFICATION:**

These improvements will help alleviate current traffic backups during peak hours on Shady Oaks Drive.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadway will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-16c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Comprehensive Plan Goal 3, Objective 3.5
- COMPANION PROJECT?** If yes, please explain: General Fund and Roadway Impact Fee Fund
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		140,000	160,000					300,000
LAND & ROW ACQUISITION				100,000				100,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				250,000	600,000			850,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>140,000</b>	<b>160,000</b>	<b>350,000</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS		0	0	0	0	2,000	2,000	4,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>4,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND			160,000	350,000	600,000			1,110,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND		140,000						140,000
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>140,000</b>	<b>160,000</b>	<b>350,000</b>	<b>600,000</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Continental Blvd and South Peytonville Ave Intersection Improvements

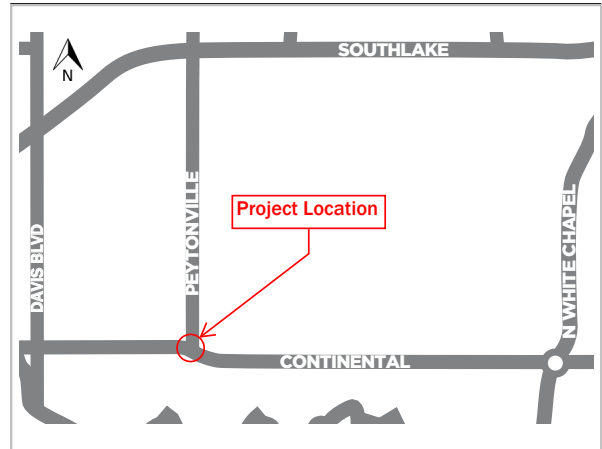
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** W. Continental Blvd and S. Peytonville Ave Intersection

**PROJECT TIMELINE:** Oct 2021 to Sept 2025

**DESCRIPTION:**

Funding is requested for right of way, engineering design, construction, art and landscaping of a planned roundabout at the Continental Boulevard and South Peytonville Avenue intersection. Drainage improvements will also be included with this project, specifically the improvement of Critical Drainage Structure #19.



**JUSTIFICATION:**

These improvements will help alleviate current traffic backups during peak hours.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadway will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-17c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT3 - Tier 2
- COMPANION PROJECT?** If yes, please explain: General Fund, Roadway Impact Fee Fund, SWUS, Water Impact Fee Fund
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	200,000	100,000						300,000
LAND & ROW ACQUISITION		450,000						450,000
LANDSCAPING, ART, URBAN DESIGN			250,000					250,000
CONSTRUCTION			350,000	2,200,000				2,550,000
CONTINGENCY								0
<b>TOTAL</b>	<b>200,000</b>	<b>550,000</b>	<b>600,000</b>	<b>2,200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,550,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					6,200	6,200	6,200	18,600
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>	<b>18,600</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND			250,000	1,040,000				1,290,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND	200,000	500,000	200,000	760,000				1,660,000
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND			150,000	250,000				400,000
TIRZ #1								0
UTILITY FUND				200,000				200,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>200,000</b>	<b>500,000</b>	<b>600,000</b>	<b>2,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,550,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### **Brumlow Avenue Widening and bike lane construction from Continental Boulevard to SH 26**

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Brumlow Ave. from Continental Blvd. to SH 26

**PROJECT TIMELINE:** Oct 2021 to Sept 2024

**DESCRIPTION:**

Funding is planned for the future widening of Brumlow Avenue from Continental Boulevard to State Highway 26 to its ultimate pavement section (4-lanes divided). Bike lanes will also be constructed to facilitate connectivity to the Cotton Belt Trail.



**JUSTIFICATION:**

These improvements will help alleviate future traffic during peak hours due and increase traffic generated from the Municipal Service Center.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Roadway will remain at current capacity, resulting in the continual increase in traffic congestion during peak hours.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-18

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT14 - Tier 3
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING			750,000					750,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				2,250,000	5,000,000			7,250,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>2,250,000</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>8,000,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS						2,500	2,500	5,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>5,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND			750,000	2,250,000	5,000,000			8,000,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>2,250,000</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>8,000,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### South Village Center Roadway Connector from Kimball Avenue to Nolen Drive

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** South of FM 1709 between Kimball Ave. to Nolen Drive

**PROJECT TIMELINE:** Oct 2022 to Sept 2026

**DESCRIPTION:**

Funding is planned for engineering design and construction of a two-lane undivided connector, as identified on the City's Mobility & Thoroughfare Master Plan, to allow Georgetown Park and future developments vehicular access to the traffic signal at Nolen Drive and East Southlake Boulevard.



**JUSTIFICATION:**

Identified on the Mobility Master plan to provide connectivity between Kimball Ave and Nolen Drive in order to improve mobility in the region.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Mobility will be negatively impacted in this region due to current and future development.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-19

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT17 - Tier 3
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	500,000	0	525,000	575,000	800,000	800,000	0	3,200,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	<b>500,000</b>	<b>0</b>	<b>525,000</b>	<b>575,000</b>	<b>800,000</b>	<b>800,000</b>	<b>0</b>	<b>3,200,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	500,000	0	525,000	575,000	800,000	800,000	0	3,200,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>500,000</b>	<b>0</b>	<b>525,000</b>	<b>575,000</b>	<b>800,000</b>	<b>800,000</b>	<b>0</b>	<b>3,200,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Kirkwood Blvd Connector from Carillon Ph 5 Terminus to Highland/Kirkwood Intersection

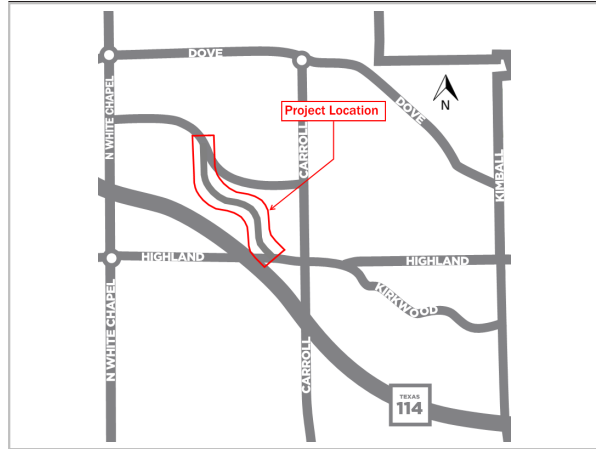
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Between N White Chapel and Carroll Ave North of SH 114

**PROJECT TIMELINE:** to

**DESCRIPTION:**

Funding is planned for right of way, engineering design and construction of a connector for Kirkwood Boulevard from the Carillon Phase 5 terminus to the Highland Street and Kirkwood Boulevard intersection. This project will require the construction of a bridge across the flood plain.



**JUSTIFICATION:**

Identified on the Master Mobility Plan to enhance mobility and connections in this region.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Region will be negatively impacted due to increase traffic from current and future development in the area.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-20

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT7 - Tier 3
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							500,000	500,000
LAND & ROW ACQUISITION							500,000	500,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							8,000,000	8,000,000
CONTINGENCY							750,000	750,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,750,000</b>	<b>9,750,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	0	0	0	0	0	0	9,750,000	9,750,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,750,000</b>	<b>9,750,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CCDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### South Carroll Avenue Widening from Breeze Way to FM 1709

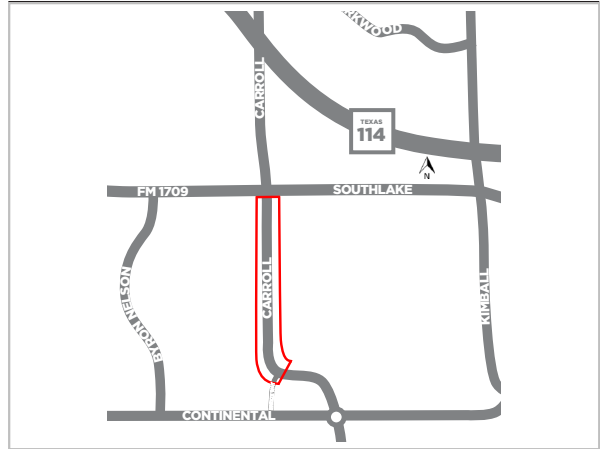
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** South Carroll Avenue from Breeze Way to Southlake Blvd.

**PROJECT TIMELINE:** \_\_\_\_\_ to \_\_\_\_\_

**DESCRIPTION:**

Funding is planned for the widening of Carroll Avenue from Breeze Way to just south of East Southlake Boulevard (adjacent to the Shops of Southlake) to its ultimate pavement section of a four-lane divided road.



**JUSTIFICATION:**

Identified on the Master Mobility plan to increase the capacity of South Carroll Avenue.

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan MT13 - Tier 3

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Mobility will continue to be negatively impacted in this region due to current and future development.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-21

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							350,000	350,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							8,000,000	8,000,000
CONTINGENCY							900,000	900,000
TOTAL	0	0	0	0	0	0	9,250,000	9,250,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
TOTAL	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	0	0	0	0	0	0	9,250,000	9,250,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
TOTAL	0	0	0	0	0	0	9,250,000	9,250,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

S. Village Center Roadway Connector from west property line of Kimball Oaks to Southwood Way

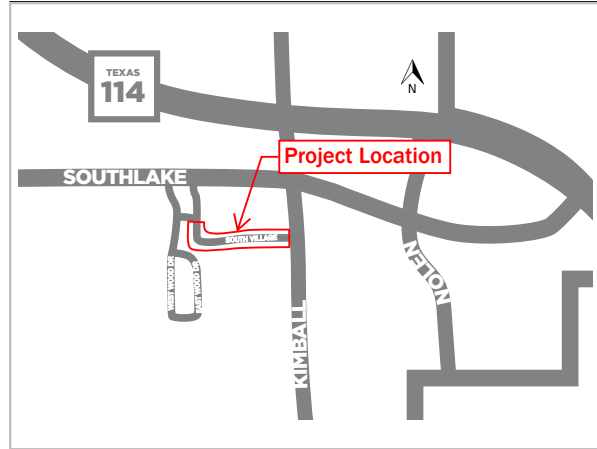
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Kimball Oaks to Southwood Way

**PROJECT TIMELINE:** to

**DESCRIPTION:**

Funding is planned for design and construction of the remainder of the Village Center Connector from the west property line of Kimball Oaks to Southwood Way.



**JUSTIFICATION:**

Identified on the Master Mobility plan to enhance and improve traffic in the region.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Region will be negatively impacted due to increase traffic from current and future development in the area.

**STRATEGIC FOCUS AREA:** Mobility, Infrastructure

**PROJECT #:** 2022-22

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Mobility Master Plan - Objective 3.1
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							500,000	500,000
LAND & ROW ACQUISITION							2,000,000	2,000,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							2,500,000	2,500,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	0	0	5,000,000	5,000,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	0	0	0	0	0	0	5,000,000	5,000,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	0	0	5,000,000	5,000,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

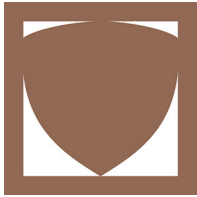
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

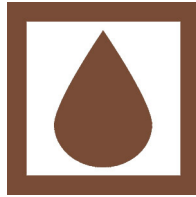
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

# WATER PROJECTS OVERVIEW

Delivering on our focus areas:



**Safety & Security**



**Infrastructure**



**Quality Development**



**Partnerships & Volunteerism**

**Description:** This section of the CIP identifies projects that expand and improve the water system, including new supply lines, storage tanks and towers, distribution mains and lines, and water quality enhancing equipment to lengthen the shelf-life of stored water. The majority of projects listed in this section of the CIP are implementing recommendations of the [Southlake 2030 Water Master Plan](#). Additionally, this section includes projects from the Water Conservation Master Plan, Water Impact Fee capital improvement plans, and other associated technical studies that guide the development of the City's water system.



**Strategic Alignment:**

- Achieve the highest standards of safety & security (C1)
- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



WATER CIP TOTAL PROJECT FUNDING	
Total Prior Funding	\$6,338,000
FY 2022	\$2,505,000
FY 2023	\$6,637,000
FY 2024	\$6,215,000
FY 2025	\$2,937,000
FY 2026	\$3,328,000
Beyond	\$2,460,000
<b>Total</b>	<b>\$30,420,000</b>



# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total	
<b>Water and Wastewater System Risk and Resiliency Improvements (AWIA / SB3)</b>	The American Water Infrastructure Act (AWIA) requires community water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address, and establishes deadlines by which water systems must certify to the Environmental Protection Agency (EPA) the completion of the risk assessment and ERP. Southlake's risk assessment and ERP will be complete no later than December 2021, in accordance with the law. This requested funding is to support initial engineering service requirements to meet these standards. Future projects will be identified and programmed as part of future capital projects or operational funds. In addition, the 87th State of Texas Legislature passed SB3 which overlays requirements on water utilities related to emergency preparedness and planning. This request will establish a fund to address the most critical items as prioritized by both AWIA and SB3 requirements.									
	2022-23	Utility Fund	\$0	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000
<b>Interconnection with City of Colleyville</b>	Funding is requested for the Colleyville/Southlake emergency water distribution system interconnection located in the west parkway of Pleasant Run. The interconnection is to be used for emergency purposes only and will be activated if either Colleyville or Southlake cannot provide water to its respective community as normally expected. This project is funded 90% by Colleyville for design and 50% by Colleyville participation for construction.									
	2022-24	Utility Fund	\$313,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$413,000
<b>Water Quality Improvements - Install Residual Control Systems in the City's Ground Storage Reservoirs (3)</b>	Funding is requested to install chlorine residual control systems in the City's three existing groundwater storage reservoirs (GSRs) located at the Pump Stations. This item is a recommendation of the Freese & Nichols Water Quality Evaluation from July 2017. Southlake purchases its drinking water from the City of Fort Worth and is at the outreach of its distribution system. It is the responsibility of the City of Southlake, as the water purveyor, to maintain drinking water quality throughout the distribution system to all of Southlake's customers. Installing these control systems will allow the City to sample, monitor, and dose disinfectant to enhance drinking water quality in the event of an emergency or during periods of low demand. This will ensure public health and emergency preparedness, mitigate emergency flushing and unnecessary water loss. Maintaining water quality positively impacts resident health and ensures the City maintains its "Superior" water rating by the Texas Commission on Environmental Quality (TCEQ).									
	2022-25	Utility Fund	\$2,100,000	\$500,000	\$550,000	\$1,150,000	\$0	\$0	\$0	\$4,300,000
<b>Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I)</b>	Funding is requested for the construction and right-of-way acquisition of a 12-inch water line along Shady Oaks Drive from Highland Street to West Dove Road and an 8-inch sewer line along Shady Oaks Drive from Highland Street to Fox Glen. This project received prior funding from the FY 2009 sewer impact fees and FY 2017 Utility Fund.									
	2022-26c	Utility Fund	\$1,500,000	\$278,000	\$0	\$0	\$0	\$0	\$0	\$1,778,000
	2022-26c	Sanitary Sewer Impact Fee	\$300,000	\$222,000	\$0	\$0	\$0	\$0	\$0	\$522,000
		<b>Total</b>	<b>\$1,800,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,300,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Waterline and Drainage Improvements at North Peytonville Avenue near the Intersection with Raven Bend</b>	Funding is requested for the engineering design and construction of drainage improvements near the intersection of North Peytonville Avenue and Raven Bend Court. Significant runoff across this intersection creates a safety hazard during high-intensity rain events. Project also includes installation of 12-inch waterline.								
2022-27c	Water Impact Fee	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
2022-27c	Storm Water Utility System	\$500,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$550,000
	<b>Total</b>	<b>\$500,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$750,000</b>

<b>12-inch Water line along East Highland Street from North Carroll Avenue to North Kimball Avenue</b>  [Previously named "Upsize existing 6-inch to 12-inch Water line along East Highland from Blythe Lane to N. Kimball Avenue"]	Funding is planned for right of way, engineering design and construction of a 12-inch water line along East Highland Street from North Carroll Avenue to North Kimball Avenue to replace existing 6-inch water line segments. Upsizing this line will improve service to the local residents. This project has been identified as a project in the Southlake 2030 Water Master Plan.								
2022-28c	Utility Fund	\$0	\$0	\$1,550,000	\$0	\$0	\$0	\$0	\$1,550,000
2022-28c	Water Impact Fee	\$0	\$0	\$552,000	\$0	\$0	\$0	\$0	\$552,000
	<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,102,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,102,000</b>

<b>Water System Improvements -- 5.0 MG Ground Storage Tank #2 at T.W. King Pump Station #2</b>	Funding is requested for the engineering design and construction of a 5.0 million gallon ground storage tank and pump at T.W. King Pump Station #2. The completion of this project will increase water flow and pressure to the north and east portions of the City. Inflationary and Consumer Price Index increases have been added to the funding request to account for cost growth since the 2012 Water System Analysis cost estimate.								
2022-29c	Water Impact Fee	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
2022-29c	Storm Water Utility System	\$150,000	\$0	\$25,000	\$200,000	\$0	\$0	\$0	\$375,000
2022-29c	Utility Fund	\$0	\$0	\$1,200,000	\$1,500,000	\$0	\$0	\$0	\$2,700,000
	<b>Total</b>	<b>\$150,000</b>	<b>\$300,000</b>	<b>\$1,225,000</b>	<b>\$1,700,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,375,000</b>



# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>System Capacity Improvements (Water) - Future Projects</b>		Funding provides staff and Council with resources to reimburse developers for the oversizing of water lines to meet the requirements of the Southlake 2030 Water Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.							
2022-30	Water Impact Fee	\$775,000	\$105,000	\$110,000	\$115,000	\$122,000	\$128,000	\$135,000	\$1,490,000
<b>12" Water Line along Union Church/ Pearson from FM 1938 to FM 1709</b>		Funding is planned for engineering design, right-of-way, and construction of a 12-inch water line along Union Church and Pearson Lane from FM 1938 to FM 1709.							
2022-31	Water Impact Fee	\$700,000	\$0	\$1,100,000	\$0	\$0	\$0	\$0	\$1,800,000
<b>12-inch Water line along Shady Oaks Drive from Fox Glen to West Dove Road (Phase II)</b>		Funding is planned for right-of-way, engineering design, and construction of a 12-inch water line along Shady Oaks Drive from Fox Glen to West Dove Road. This project follows the 12-inch water line project paralleling Shady Oaks from Highland Street to Fox Glen (Phase I). Phase II is the continuation to the north from Fox Glen to West Dove Road.							
2022-32	Utility Fund	\$0	\$0	\$400,000	\$450,000	\$650,000	\$0	\$0	\$1,500,000
<b>12-inch Water line along Randol Mill Avenue from Morgan Road to Dove Road</b>		Funding is planned for right of way, engineering design and construction to upsize an existing 8-inch water line to 12-inch along Randol Mill Avenue from Morgan Road to Dove Road.							
2022-33	Utility Fund	\$0	\$0	\$350,000	\$1,500,000	\$0	\$0	\$0	\$1,850,000
<b>8-inch Water line along Bob Jones Road to Walnut Brooks</b>		Funding is planned for right-of-way, engineering design and construction of an 8-inch water line to connect the dead-end water lines located at Brooks Court and East Bob Jones Road. This project will create a looped water system, improving water quality and fire protection within this region. This item was not part of Southlake 2030, but later identified in the Water Quality Study produced by Freese and Nichols, Inc.							
2022-34	Utility Fund	\$0	\$0	\$300,000	\$600,000	\$900,000	\$0	\$0	\$1,800,000
<b>8-inch Water line from Walnut Grove terminus to E. Bob Jones Dog Park</b>		Funding is planned for right-of-way, engineering design, and construction of an 8-inch water line to connect the dead-end water lines located at Walnut Grove and the Bob Jones Dog Park. This project will create a looped water system, improving water quality and fire protection within this region. This item was not part of Southlake 2030 but later identified in the Water Quality Study produced by Freese and Nichols, Inc.							
2022-35	Utility Fund	\$0	\$0	\$500,000	\$700,000	\$700,000	\$0	\$0	\$1,900,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>12-inch Water line along North Peytonville from Concho Court to Southridge Lakes Parkway</b>	Funding is planned for right-of-way, engineering design and construction of a 12-inch water line along North Peytonville from Concho Court to Southridge Lakes Parkway to increase capacity in this region and to compensate for development and growth.								
2022-36	Utility Fund	\$0	\$0	\$0	\$0	\$65,000	\$550,000	\$0	\$615,000
<b>Repainting of the Florence Elevated Storage Tank</b>	Funding is planned to repaint the Florence Elevated Storage Tank. The paint on the water tower is from the original construction in 2005, with an expected life of 20 years. Though inspections have identified minor deterioration on the interior, these issues can be addressed individually. The interior and exterior coatings are still in good shape.								
2022-37	Utility Fund	\$0	\$0	\$0	\$0	\$400,000	\$1,050,000	\$0	\$1,450,000
<b>12-inch Water line along East Continental Boulevard to Breeze Way</b>	Funding is planned for right of way, engineering design, and construction of a 12-inch water line along East Continental Boulevard to Breeze Way.								
2022-38	Utility Fund	\$0	\$0	\$0	\$0	\$100,000	\$800,000	\$0	\$900,000
<b>Repainting of the Dove Elevated Storage Tank</b>	Funding is planned to repaint the Dove Elevated Storage Tank. The paint on the water tower was applied in 2006.								
2022-39	Utility Fund	\$0	\$0	\$0	\$0	\$0	\$400,000	\$1,125,000	\$1,525,000
<b>Repainting of the Bicentennial Park Storage Tank</b>	Funding is planned to repaint the Bicentennial Park Elevated Storage Tank. The paint on the water tower was applied in 2007.								
2022-40	Utility Fund	\$0	\$0	\$0	\$0	\$0	\$400,000	\$1,200,000	\$1,600,000
<b>Water Total</b>		<b>\$6,338,000</b>	<b>\$2,505,000</b>	<b>\$6,637,000</b>	<b>\$6,215,000</b>	<b>\$2,937,000</b>	<b>\$3,328,000</b>	<b>\$2,460,000</b>	<b>\$30,420,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### Water and Wastewater System Risk and Resiliency Improvements (AWIA/SB3)

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Citywide

**PROJECT TIMELINE:** Oct 21 to Sept 22

**DESCRIPTION:**

The American Water Infrastructure Act (AWIA) requires community water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address, and establishes deadlines by which water systems must certify to the Environmental Protection Agency (EPA) the completion of the risk assessment and ERP. Southlake's risk assessment and ERP will be complete no later than December 2021, in accordance with the law. This requested funding is to support initial engineering service requirements to meet these standards. Future projects will be identified and programmed as part of future capital projects or operational funds. In addition, the 87th State of Texas Legislature passed SB3 which overlays requirements on water utilities related to emergency preparedness and planning. This request will establish a fund to address the most critical items as prioritized by both AWIA and SB3 requirements.

**JUSTIFICATION:**

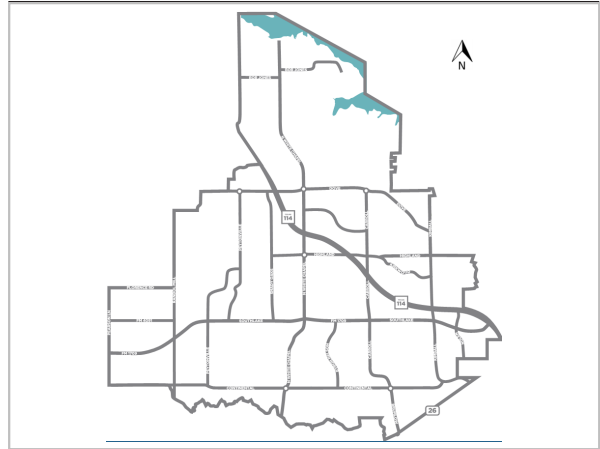
The law specifies the components that the risk assessments and ERPs must address, and establishes deadlines by which water systems must certify to the Environmental Protection Agency (EPA) the completion of the risk assessment and ERP.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Risk assessments and emergency response plans (ERPs) will not meet the state regulation's requirements.

**STRATEGIC FOCUS AREA:** Safety & Security, Infrastructure

**PROJECT #:** 2022-23



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref:

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		450,000						450,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		300,000						300,000
CONTINGENCY								0
<b>TOTAL</b>	0	750,000	0	0	0	0	0	750,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND		750,000						750,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	750,000	0	0	0	0	0	750,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Interconnection with City of Colleyville

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** South White Chapel / Pleasant Run Road

**PROJECT TIMELINE:** Oct 21 to Sept 22

**DESCRIPTION:**

Funding is requested for the Colleyville/Southlake emergency water distribution system interconnection located in the west parkway of Pleasant Run. The interconnection is to be used for emergency purposes only and will be activated if either Colleyville or Southlake cannot provide water to its respective community as normally expected. This project is funded 90% by Colleyville for design and 50% by Colleyville participation for construction.



**JUSTIFICATION:**

Mutual benefits for both municipality in an event of an emergency.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Infrastructure Master Plan - Objective 10.3

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Lost of the participation funds. Potential limitation on water services to the public in an event of an emergency.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure, Partnership

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-24

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	13,000							13,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	300,000	100,000						400,000
CONTINGENCY								0
<b>TOTAL</b>	<b>313,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>413,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			1,000	1,000	1,000	1,000	1,000	5,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>5,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	313,000	100,000						413,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>313,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>413,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Water Quality Improvements - Install Residual Control Systems in the City's Ground Storage Reservoirs (3)

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Pump Station Number 1 & 2

**PROJECT TIMELINE:** Oct 2021 to Sept 2025

**DESCRIPTION:**

Funding is requested to install chlorine residual control systems in the City's three existing groundwater storage reservoirs (GSRs) located at the Pump Stations. This item is a recommendation of the Freese & Nichols Water Quality Evaluation from July 2017. Southlake purchases its drinking water from the City of Fort Worth and is at the outreach of its distribution system. It is the responsibility of the City of Southlake, as the water purveyor, to maintain drinking water quality throughout the distribution system to all of Southlake's customers. Installing these control systems will allow the City to sample, monitor, and dose disinfectant to enhance drinking water quality in the event of an emergency or during periods of low demand. This will ensure public health and emergency preparedness, mitigate emergency flushing and unnecessary water loss. Maintaining water quality positively impacts resident health and ensures the City maintains its "Superior" water rating by the Texas Commission on Environmental Quality (TCEQ).

**JUSTIFICATION:**

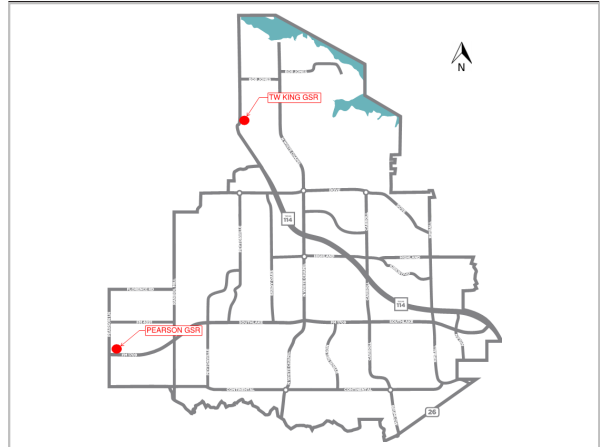
This will ensure public health and emergency preparedness, mitigate emergency flushing and unnecessary water loss. Maintaining water quality positively impacts resident health and ensures the City maintains its "Superior" water rating by the Texas Commission on Environmental Quality (TCEQ).

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The City could be at risk of potential public health risks, in the event of an emergency or during periods of low demand.

**STRATEGIC FOCUS AREA:** Infrastructure, Performance Management

**PROJECT #:** 2022-25



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Water System Master Plan WWS6
- COMPANION PROJECT? If yes, please explain:
- REVENUE GENERATING? If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	420,000							420,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	480,000	1,500,000	550,000	1,000,000				3,530,000
CONTINGENCY		200,000		150,000				350,000
<b>TOTAL</b>	<b>900,000</b>	<b>1,700,000</b>	<b>550,000</b>	<b>1,150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,300,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			2,500	2,500	5,000	5,000	5,000	20,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>20,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	2,100,000	500,000	550,000	1,150,000				4,300,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>2,100,000</b>	<b>500,000</b>	<b>550,000</b>	<b>1,150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,300,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Shady Oaks 12-inch Water and 8-inch Sewer Lines (Phase I)

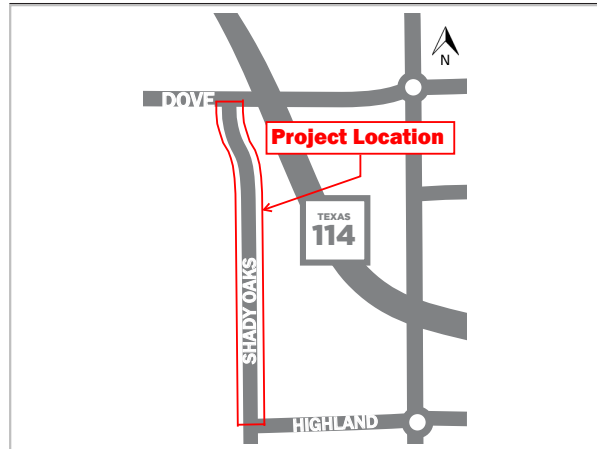
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Shady Oaks Dr from Highland St to Dove Rd

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is requested for the construction and right-of-way acquisition of a 12-inch water line along Shady Oaks Drive from Highland Street to West Dove Road and an 8-inch sewer line along Shady Oaks Drive from Highland Street to Fox Glen. This project received prior funding from the FY 2009 sewer impact fees and FY 2017 Utility Fund.



**JUSTIFICATION:**

Conversion of a Sanitary Lift Station to a Gravity Sanitary Sewer system. This will eliminate the maintenance and upkeep of the lift station. Lift Station is approaching the end of the life expectancy.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued Operation of a Lift Station will incur additional operation & maintenance and manpower costs. Lift Station replacement if system reaches end of life expectancy.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-26c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan -WWS9-Tier 2; Wastewater Master Plan - WWS21 - Tier 3
- COMPANION PROJECT?** If yes, please explain: SWUS and Utility Fund
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	150,000							150,000
LAND & ROW ACQUISITION		150,000						150,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		1,900,000						1,900,000
CONTINGENCY		100,000						100,000
<b>TOTAL</b>	150,000	2,150,000	0	0	0	0	0	2,300,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			2,300	2,300	2,300	2,300	2,300	11,500
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	2,300	2,300	2,300	2,300	2,300	11,500
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE	300,000	222,000						522,000
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	1,500,000	278,000						1,778,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	1,800,000	500,000	0	0	0	0	0	2,300,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

Waterline and Drainage Improvements at North Peytonville Ave near the intersection with Raven Bend

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N. Peytonville Ave and Raven Bend

**PROJECT TIMELINE:** Oct 2021 to Sept 2022

**DESCRIPTION:**

Funding is requested for the engineering design and construction of drainage improvements near the intersection of North Peytonville Avenue and Raven Bend Court. Significant runoff across this intersection creates a safety hazard during high-intensity rain events. Project also includes installation of 12-inch waterline.



**JUSTIFICATION:**

Significant runoff across this intersection creates a safety hazard during high intensity rain events.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Runoff will continue crossing the surface of the road which could render this intersection impassable in large rain events and deteriorate the road.

**STRATEGIC FOCUS AREA:** Safety & Security, Infrastructure, Mobility

**PROJECT #:** 2022-27c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water Master Plan Tier 2 - #17
- COMPANION PROJECT?** If yes, please explain: SWUS and Water Impact Fee Fund
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	100,000							100,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		550,000						550,000
CONTINGENCY		100,000						100,000
<b>TOTAL</b>	<b>100,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			3,500	3,500	3,500	3,500	3,500	17,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>17,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	500,000	50,000						550,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND		200,000						200,000
<b>TOTAL</b>	<b>500,000</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

12-inch water line along East Highland Street from North Carroll Avenue to North Kimball Avenue

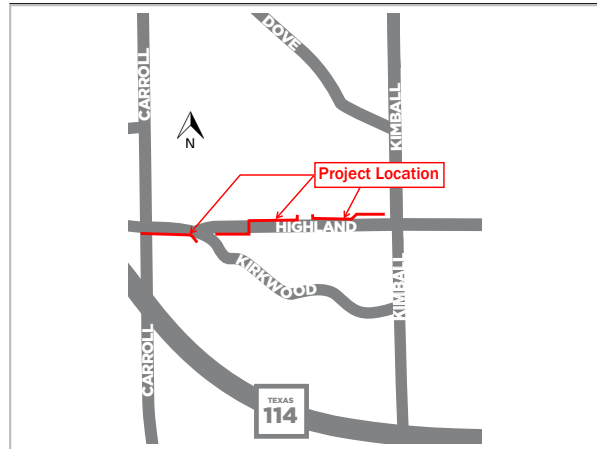
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** E. Highland St from N. Carroll Ave to N. Kimball Ave

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is requested for right of way, engineering design and construction of a 12-inch water line along East Highland Street from North Carroll Avenue to North Kimball Avenue to replace existing 6-inch water line segments. Upsizing this line will improve service to the local residents. This project has been identified as a project in the Southlake 2030 Water Master Plan.



**JUSTIFICATION:**

This line will complete the loop thus improving reliability.

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: WATER MASTER PLAN Tier 2 - #16

**COMPANION PROJECT?** If yes, please explain: Utility Fund and Water Impact Fee Fund

**REVENUE GENERATING?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Potential Water service issue at time of build-out due to water line size.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-28c

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING			350,000					350,000
LAND & ROW ACQUISITION			350,000					350,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			1,402,000					1,402,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	2,102,000	0	0	0	0	2,102,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				15,000	15,000	15,000	15,000	60,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	15,000	15,000	15,000	15,000	60,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			1,550,000					1,550,000
WATER IMPACT FEE FUND			552,000					552,000
<b>TOTAL</b>	0	0	2,102,000	0	0	0	0	2,102,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Water System Improvements - 5.0 MG Ground Storage Tank #2 at T.W. King Pump Station #2

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** T.W. King Pump Station #2

**PROJECT TIMELINE:** Oct 2021 to Sept 2025

**DESCRIPTION:**

Funding is requested for the engineering design and construction of a 5.0 million gallon ground storage tank and pump at T.W. King Pump Station #2. The completion of this project will increase water flow and pressure to the north and east portions of the City. Inflationary and Consumer Price Index increases have been added to the funding request to account for cost growth since the 2012 Water System Analysis cost estimate.



**JUSTIFICATION:**

Identified on the Water Master Plan for future build-out of the City and additional water needs.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Limited water storage that will require consistent water delivery from Fort Worth to service the public.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-29c

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: WATER MASTER PLAN Tier 1- #4
- COMPANION PROJECT?** If yes, please explain: SWUS, WIF
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	50,000	350,000						400,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				2,975,000				2,975,000
CONTINGENCY								0
<b>TOTAL</b>	<b>50,000</b>	<b>350,000</b>	<b>0</b>	<b>2,975,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,375,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					25,000	25,000	25,000	75,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>75,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	150,000		25,000	200,000				375,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND		300,000	1,200,000	1,500,000				3,000,000
<b>TOTAL</b>	<b>150,000</b>	<b>300,000</b>	<b>1,225,000</b>	<b>1,700,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,375,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### System Capacity Improvements (Water) - Future Projects

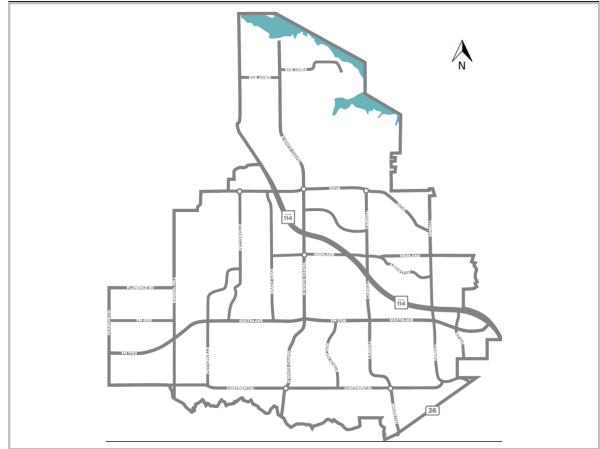
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding provides staff and Council with resources to reimburse developers for the oversizing of water lines to meet the requirements of the Southlake 2030 Water Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.



**JUSTIFICATION:**

These funds allow the City to partner with developers to deliver Southlake 2030 Master Plan recommendations in a more timely and more economical way.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

City will bear full cost of replacing sewer lines with 2030 recommendations as projects are designed and funded.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure, Partnership

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-30

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	775,000	105,000	110,000	115,000	122,000	128,000	135,000	1,490,000
CONTINGENCY								0
<b>TOTAL</b>	<b>775,000</b>	<b>105,000</b>	<b>110,000</b>	<b>115,000</b>	<b>122,000</b>	<b>128,000</b>	<b>135,000</b>	<b>1,490,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE	775,000	105,000	110,000	115,000	122,000	128,000	135,000	1,490,000
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>775,000</b>	<b>105,000</b>	<b>110,000</b>	<b>115,000</b>	<b>122,000</b>	<b>128,000</b>	<b>135,000</b>	<b>1,490,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 12" Water Line along Union Church/ Pearson from FM 1938 to FM 1709

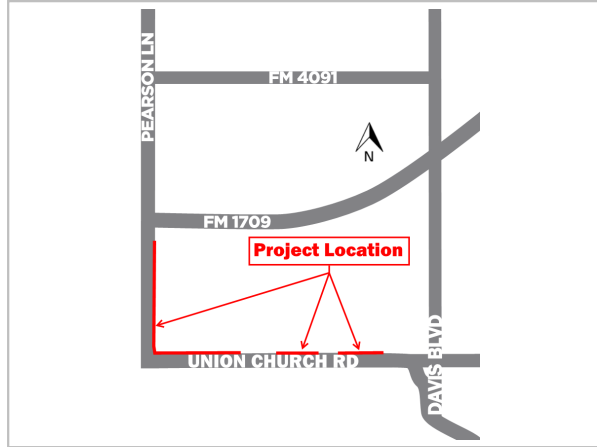
**DEPARTMENT:** PWA

**PROJECT LOCATION:** Union Church / Pearson Ave.

**PROJECT TIMELINE:** Oct 2015 to Sept 2024

**DESCRIPTION:**

Funding is planned for engineering design, right-of-way, and construction of a 12-inch water line along Union Church and Pearson Lane from FM 1938 to FM 1709.



**JUSTIFICATION:**

Up-sizing this line will increase available pressure/flow in the area improving fire flow capability, increasing level of service and public safety for existing and future development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Service ability will continue at its current level with limited pressure/flow.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-31

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan #16 -Tier 2 & Water Impact Fee Project # 6
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		250,000						250,000
LAND & ROW ACQUISITION		200,000						200,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			1,350,000					1,350,000
CONTINGENCY								0
<b>TOTAL</b>	0	450,000	1,350,000	0	0	0	0	1,800,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND	700,000		1,100,000					1,800,000
<b>TOTAL</b>	700,000	0	1,100,000	0	0	0	0	1,800,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 12-inch Water line along Shady Oaks Drive from Fox Glen to West Dove Road (Phase II)

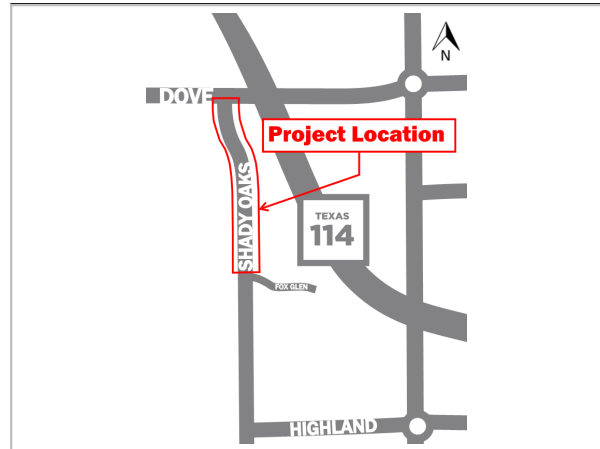
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Shady Oaks Drive from Fox Glen to West Dove Road

**PROJECT TIMELINE:** Oct 2022 to Sept 2026

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design, and construction of a 12-inch water line along Shady Oaks Drive from Fox Glen to West Dove Road. This project follows the 12-inch water line project paralleling Shady Oaks from Highland Street to Fox Glen (Phase I). Phase II is the continuation to the north from Fox Glen to West Dove Road.



**JUSTIFICATION:**

Up-sizing this line will increase available pressure/flow in the area improving fire flow capability, increasing level of service and public safety for existing and future development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Service ability will continue at its current level with limited pressure/flow.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-32

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Waste Water System Master Plan #1-WWS14- Tier 1
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING				450,000				450,000
LAND & ROW ACQUISITION			400,000					400,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION					650,000			650,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>450,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND							0	0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			400,000	450,000	650,000			1,500,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>450,000</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 12-inch Water line along Randol Mill Avenue from Morgan Road to Dove Road

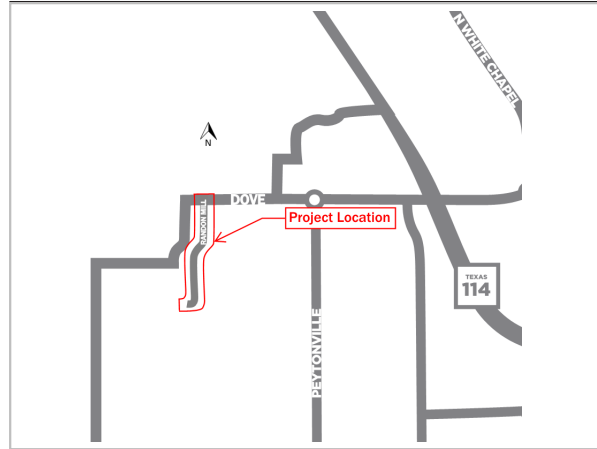
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Randol Mill Avenue from Morgan Road to Dove Road

**PROJECT TIMELINE:** Oct 2022 to Sept 2025

**DESCRIPTION:**

Funding is planned for right of way, engineering design and construction to upsize an existing 8-inch water line to 12-inch along Randol Mill Avenue from Morgan Road to Dove Road.



**JUSTIFICATION:**

Up-sizing this line will increase available pressure/flow in the area improving fire flow capability, increasing level of service and public safety for existing and future development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Service ability will continue at its current level with limited pressure/flow.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-33

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref:  
Water System Master Plan #19-WWS9- Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING				300,000				300,000
LAND & ROW ACQUISITION			350,000					350,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				1,200,000				1,200,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	350,000	1,500,000	0	0	0	1,850,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					10,000	10,000	10,000	30,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	10,000	10,000	10,000	30,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			350,000	1,500,000				1,850,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	350,000	1,500,000	0	0	0	1,850,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 8-inch Water line along Bob Jones Road to Walnut Brooks

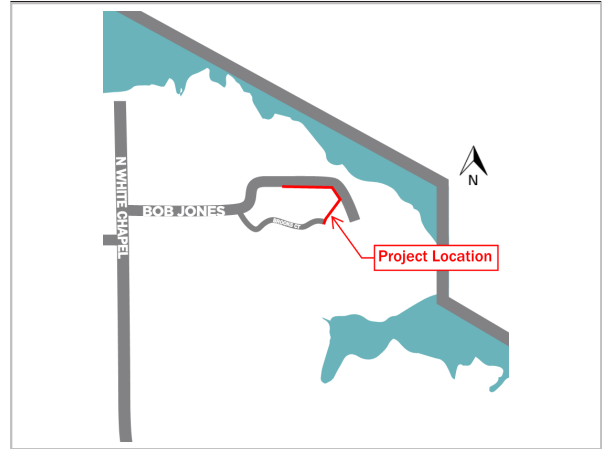
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Bob Jones Road to Walnut Brooks

**PROJECT TIMELINE:** Oct 2022 to Sept 2026

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design and construction of an 8-inch water line to connect the dead-end water lines located at Brooks Court and East Bob Jones Road. This project will create a looped water system, improving water quality and fire protection within this region. This item was not part of Southlake 2030, but later identified in the Water Quality Study produced by Freese and Nichols, Inc.



**JUSTIFICATION:**

Improve water quality, reduce flushing (water conservation) and unnecessary water loss due to dead end lines and increase system pressure/flows for fire protection.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Increased flushing to maintain water quality, continued risk of water supply during an emergency condition.

**STRATEGIC FOCUS AREA:** Infrastructure, Performance Management & Service D

**PROJECT #:** 2022-34

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan #14-WWS10-Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING				300,000				300,000
LAND & ROW ACQUISITION			300,000					300,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				300,000	900,000			1,200,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>600,000</b>	<b>900,000</b>	<b>0</b>	<b>0</b>	<b>1,800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS						5,000	5,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>10,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			300,000	600,000	900,000			1,800,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>600,000</b>	<b>900,000</b>	<b>0</b>	<b>0</b>	<b>1,800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 8-inch Water line from Walnut Grove terminus to E. Bob Jones Dog Park

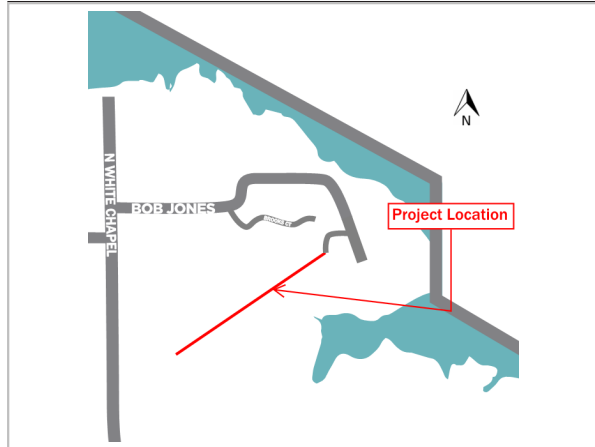
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Walnut Grove and the Bob Jones Dog Park

**PROJECT TIMELINE:** Oct 2023 to Sept 2026

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design, and construction of an 8-inch water line to connect the dead-end water lines located at Walnut Grove and the Bob Jones Dog Park. This project will create a looped water system, improving water quality and fire protection within this region. This item was not part of Southlake 2030 but later identified in the Water Quality Study produced by Freese and Nichols, Inc.



**JUSTIFICATION:**

Improve water quality, reduce flushing (water conservation) and unnecessary water loss due to dead end lines and increase system pressure/flows for fire protection.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Increased flushing to maintain water quality, continued risk of water supply during an emergency condition.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-35

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan -WWS13-Tier 3
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING			200,000	100,000				300,000
LAND & ROW ACQUISITION			300,000					300,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				600,000	700,000			1,300,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	500,000	700,000	700,000	0	0	1,900,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS						5,000	5,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	5,000	5,000	10,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			500,000	700,000	700,000			1,900,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	500,000	700,000	700,000	0	0	1,900,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 12-inch Water line along North Peytonville from Concho Court to Southridge Lakes Parkway

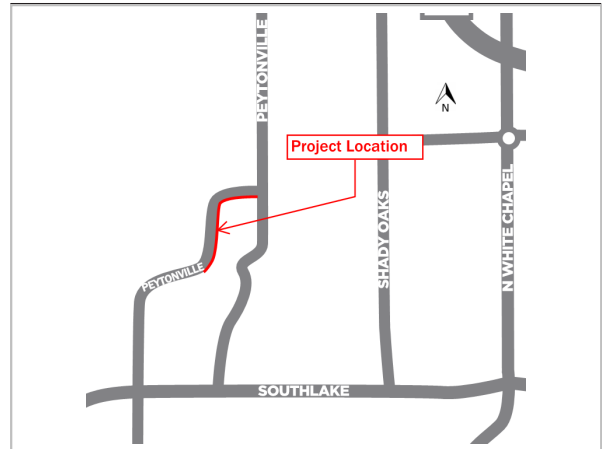
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** North Peytonville from Concho Court to Southridge Lakes Parkway

**PROJECT TIMELINE:** Oct 2023 to Sept 2026

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design and construction of a 12-inch water line along North Peytonville from Concho Court to Southridge Lakes Parkway to increase capacity in this region and to compensate for development and growth.



**JUSTIFICATION:**

Up-sizing this line will increase available pressure/flow in the area improving fire flow capability, increasing level of service and public safety for existing and future development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Service ability will continue at its current level with limited pressure/flow.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-36

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan #19 -WWS9-Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING					65,000	50,000		115,000
LAND & ROW ACQUISITION						50,000		50,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION						450,000		450,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65,000</b>	<b>550,000</b>	<b>0</b>	<b>615,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS						10,000	10,000	20,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>20,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND					65,000	550,000		615,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65,000</b>	<b>550,000</b>	<b>0</b>	<b>615,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Repainting of the Florence Elevated Storage Tank

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** South of Florence Road

**PROJECT TIMELINE:** Oct 2023 to Sept 2027

**DESCRIPTION:**

Funding is planned to repaint the Florence Elevated Storage Tank. The paint on the water tower is from the original construction in 2005, with an expected life of 20 years. Though inspections have identified minor deterioration on the interior, these issues can be addressed individually. The interior and exterior coatings are still in good shape.



**JUSTIFICATION:**

The paint on the water tower lasts typically around 10 years before the paint begins to oxidize.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The original paint will continue to oxidize, thus affecting the aesthetics and potentially the operational function of the tower.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-37

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Sustainability Master Plan - Objective 10.6

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING					400,000			400,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION						1,050,000		1,050,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	400,000	1,050,000	0	1,450,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND					400,000	1,050,000		1,450,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	400,000	1,050,000	0	1,450,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 12-inch Water line along East Continental Boulevard to Breeze Way

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** East Continental Boulevard to Breeze Way

**PROJECT TIMELINE:** Oct 2023 to Sept 2025

**DESCRIPTION:**

Funding is planned for right of way, engineering design, and construction of a 12-inch water line along East Continental Boulevard to Breeze Way.



**JUSTIFICATION:**

Up-sizing this line will increase available pressure/flow in the area improving fire flow capability, increasing level of service and public safety for existing and future development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Service ability will continue at its current level with limited pressure/flow.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-38

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Water System Master Plan #21-WWS9 -Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING					100,000	50,000		150,000
LAND & ROW ACQUISITION						50,000		50,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION						700,000		700,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	100,000	800,000	0	900,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND					100,000	800,000		900,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	100,000	800,000	0	900,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Repainting of the Dove Elevated Storage Tank

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** NW Corner of W. Dove Rd. and N. White Chapel Blvd.

**PROJECT TIMELINE:** Oct 2023 to Sept 2026

**DESCRIPTION:**

Funding is planned to repaint the Dove Elevated Storage Tank. The paint on the water tower was applied in 2006.



**JUSTIFICATION:**

The paint on the water tower lasts typically around 10 years before the paint begins to oxidize.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The original paint will continue to oxidize, thus affecting the aesthetics and potentially the operational function of the tower.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-39

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Sustainability Master Plan - Objective 10.6
- COMPANION PROJECT? If yes, please explain:
- REVENUE GENERATING? If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING						400,000		400,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY							1,125,000	1,125,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>1,125,000</b>	<b>1,525,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND						400,000	1,125,000	1,525,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>1,125,000</b>	<b>1,525,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Repainting of the Bicentennial Park Storage Tank

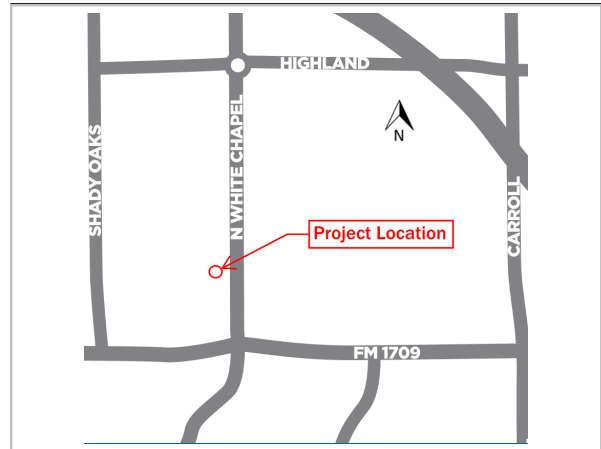
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** East of North White Chapel at Bicentennial Park

**PROJECT TIMELINE:** Oct 2026 to Sept 2028

**DESCRIPTION:**

Funding is planned to repaint the Bicentennial Park Elevated Storage Tank. The paint on the water tower was applied in 2007.



**JUSTIFICATION:**

The paint on the water tower lasts typically around 10 years before the paint begins to oxidize.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The original paint will continue to oxidize, thus affecting the aesthetics and potentially the operational function of the tower.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-40

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Sustainability Master Plan - Objective 10.6
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING						400,000		400,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							1,200,000	1,200,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	0	400,000	1,200,000	1,600,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND						400,000	1,200,000	1,600,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	0	400,000	1,200,000	1,600,000

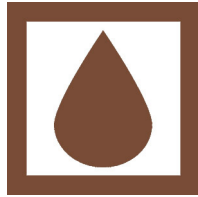
CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



# SEWER PROJECTS OVERVIEW

Delivering on our focus areas:



Infrastructure



Quality  
Development

**Description:** The projects identified in this section expand and improve the City’s sanitary sewer infrastructure, including the installation of new sewer lines and the replacement of aging lines. The projects identified in this section of the document are largely implementing recommendations from the [Southlake 2030 Wastewater Master Plan](#).

**Strategic Alignment:**

- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



SEWER CIP TOTAL PROJECT FUNDING	
Total Prior Funding	\$850,000
FY 2022	\$175,000
FY 2023	\$780,000
FY 2024	\$916,000
FY 2025	\$890,000
FY 2026	\$95,000
Beyond	\$650,000
<b>Total</b>	<b>\$4,356,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## SEWER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>System Capacity Improvements (Sewer) - Future Projects</b>	Funding provides staff and Council with resources to reimburse developers for the oversizing of sanitary sewer lines to meet the requirements of the Southlake 2030 Wastewater Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.								
2022-41	Sanitary Sewer Impact Fee	\$850,000	\$75,000	\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	\$1,375,000
<b>East Highland/ Kimball 8-inch Sewer Line</b>	Funding is requested for right-of-way, engineering design, and construction of a 8-inch sewer line along East Highland Street from Stanhope Court to North Kimball Avenue. This line will provide sewer service availability to the local residents.								
2022-85	Sanitary Sewer Impact Fee	\$0	\$100,000	\$50,000	\$131,000	\$0	\$0	\$0	\$281,000
<b>8-inch Sewer line in Basin N-18 along White Chapel Boulevard</b>	Funding is planned for right-of-way, engineering design, and construction of an 8-inch sanitary sewer line to extend service for future development west along Keystone Drive then south along White Chapel Boulevard. The proposed 8-inch sewer line will provide service to planned mixed-use developments along State Highway 114 in Basin N-18.								
2022-43	Utility Fund	\$0	\$0	\$150,000	\$200,000	\$300,000	\$0	\$0	\$650,000
<b>8-inch Sewer Line in Basin S-03 South of SH 114</b>	Funding is planned for right-of-way, engineering design, and construction of an 8-inch sanitary sewer line to provide service to planned mixed-use developments along State Highway 114 and also provide service to properties in Basin S-03 currently on septic systems (Lake Wood Acres Subdivision).								
2022-44	Utility Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000	\$550,000
<b>Sewer Total</b>		<b>\$850,000</b>	<b>\$175,000</b>	<b>\$780,000</b>	<b>\$916,000</b>	<b>\$890,000</b>	<b>\$95,000</b>	<b>\$650,000</b>	<b>\$4,356,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### System Capacity Improvements (Sewer) - Future Projects

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding provides staff and Council with resources to reimburse developers for the oversizing of sanitary sewer lines to meet the requirements of the Southlake 2030 Wastewater Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.



**JUSTIFICATION:**

These funds allow the City to partner with developers to deliver Southlake 2030 Master Plan recommendations in a more timely and more economical way.

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Wastewater System Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

City will bear full cost of replacing sewer lines with 2030 recommendations as projects are designed and funded.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure, Partnerships

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-41

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	850,000	75,000	80,000	85,000	90,000	95,000	100,000	1,375,000
CONTINGENCY								0
<b>TOTAL</b>	<b>850,000</b>	<b>75,000</b>	<b>80,000</b>	<b>85,000</b>	<b>90,000</b>	<b>95,000</b>	<b>100,000</b>	<b>1,375,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE	850,000	75,000	80,000	85,000	90,000	95,000	100,000	1,375,000
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>850,000</b>	<b>75,000</b>	<b>80,000</b>	<b>85,000</b>	<b>90,000</b>	<b>95,000</b>	<b>100,000</b>	<b>1,375,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### East Highland/Kimball 8-inch Sewer Line

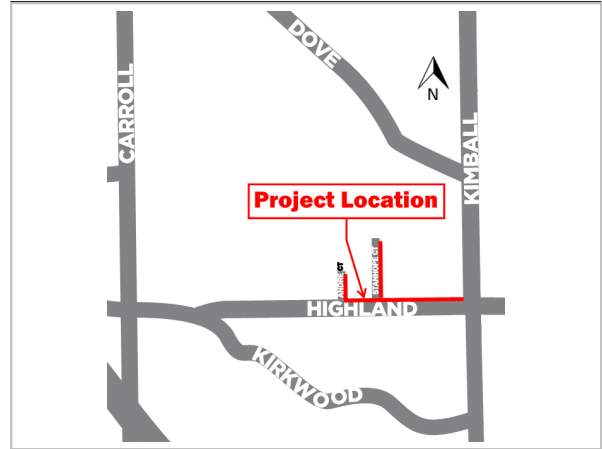
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** East Highland / Kimball

**PROJECT TIMELINE:** Oct 2022 to Sep 2025

**DESCRIPTION:**

Funding is requested for right-of-way, engineering design, and construction of a 8-inch sewer line along East Highland Street from Stanhope Court to North Kimball Avenue. This line will provide sewer service availability to the local residents.



**JUSTIFICATION:**

Provide Sanitary Sewer services to residents that are currently on an on site septic system.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Residents will remain on on site septic system.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-85

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Waste Water System Master Plan #WWS21
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		70,000						70,000
LAND & ROW ACQUISITION		15,000	15,000					30,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				181,000				181,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>85,000</b>	<b>15,000</b>	<b>181,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>281,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					1,500	1,500	1,500	4,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>4,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE		100,000	50,000	131,000				281,000
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>100,000</b>	<b>50,000</b>	<b>131,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>281,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 15-inch Sewer Line in Basin N-12 and N-12a

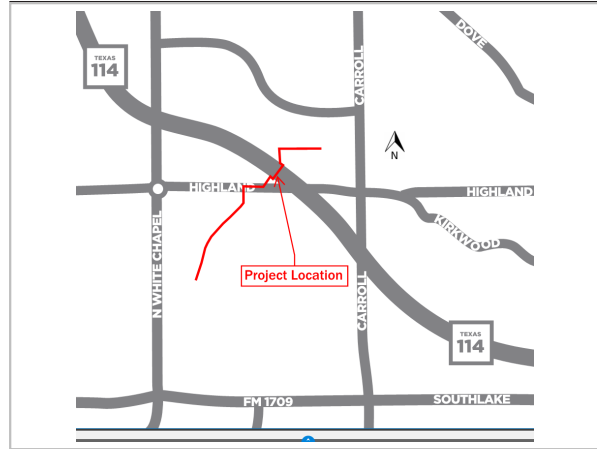
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Along Dove Creek south of State Highway 114

**PROJECT TIMELINE:** Oct 2022 to Sept 2026

**DESCRIPTION:**

Funding is planned for engineering design and construction to replace existing 12-inch, 10-inch, and 8-inch interceptor lines with 15-inch and 10-inch lines in Basin N-12 and N-12a along Dove Creek south of State Highway 114. This sewer line crosses State Highway 114 to serve the Milner Tract, Methodist Hospital, Summerplace, and Chapel Downs.



**JUSTIFICATION:**

Identified on the Wastewater Master Plan as undersized for projected development due to demands. Up-sizing the existing interceptor will increase area capacity and eliminate the possibility of future sanitary sewer overflows.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

If not funded, the interceptor may not meet capacity demands and may overflow. Alternative being invest in lift station(s) or additional interceptor.

**STRATEGIC FOCUS AREA:** Infrastructure, Performance Management

**PROJECT #:** 2022-42

- New Request       Continuation Project       Partnership
- Mandated /       Replacement / Major       Community
- Public Health / Safety       Rehab or Protection of Capital Stock       Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Waste Water System Master Plan #1-WWS14- Tier 1
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING			200,000					200,000
LAND & ROW ACQUISITION			300,000					300,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				500,000	500,000			1,000,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	500,000	500,000	500,000	0	0	1,500,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND			500,000	500,000	500,000			1,500,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	500,000	500,000	500,000	0	0	1,500,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### 8-inch Sewer line in Basin N-18 along White Chapel Boulevard

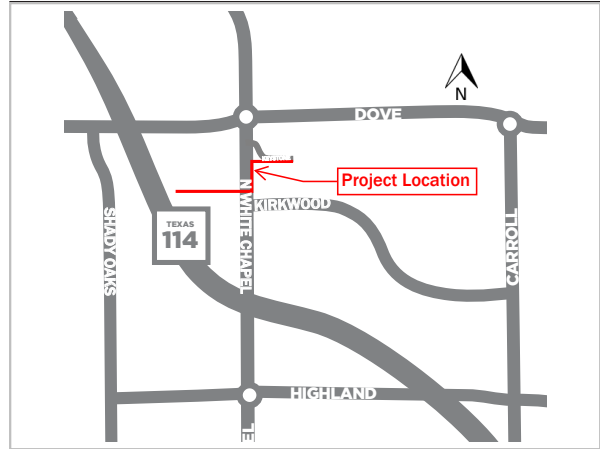
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Along Keystone Dr and White Chapel Boulevard

**PROJECT TIMELINE:** Oct 2022 to Sept 2026

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design, and construction of an 8-inch sanitary sewer line to extend service for future development west along Keystone Drive then south along White Chapel Boulevard. The proposed 8-inch sewer line will provide service to planned mixed-use developments along State Highway 114 in Basin N-18.



**JUSTIFICATION:**

Provide sanitary sewer services for current and future development in the service area.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Delayed development or private septic systems.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-43

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Waste Water System Master Plan #4 -WWS17-Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING			100,000					100,000
LAND & ROW ACQUISITION			50,000	25,000				75,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				175,000	300,000			475,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	150,000	200,000	300,000	0	0	650,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	5,000	5,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	5,000	5,000	10,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	0	0	150,000	200,000	300,000	0	0	650,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	150,000	200,000	300,000	0	0	650,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

8-inch Sewer Line in Basin S-03 South of SH 114

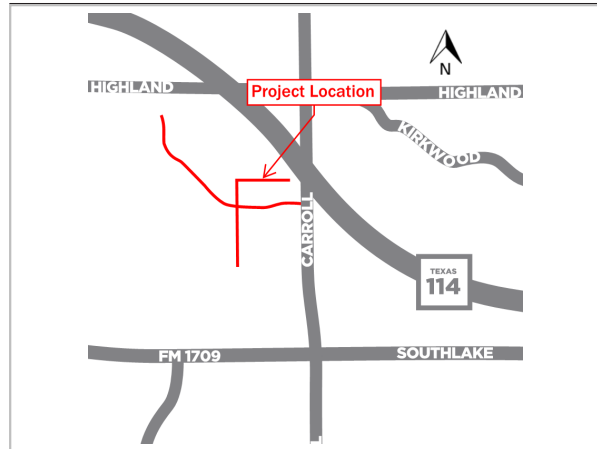
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** SH114 and Lake Wood Acres

**PROJECT TIMELINE:** to

**DESCRIPTION:**

Funding is planned for right-of-way, engineering design, and construction of an 8-inch sanitary sewer line to provide service to planned mixed-use developments along State Highway 114 and also provide service to properties in Basin S-03 currently on septic systems (Lake Wood Acres Subdivision).



**JUSTIFICATION:**

Provide Sanitary Sewer services to future customers and to residents that are currently on an on site septic system.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Residents remain on septic systems, delayed development or private septic systems.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-44

- New Request       Continuation Project       Partnership
- Mandated /       Replacement / Major       Community
- Public Health / Safety       Rehab or Protection of Capital Stock       Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Waste Water System Master Plan #6 -WWS19- Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							75,000	75,000
LAND & ROW ACQUISITION							100,000	100,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							375,000	375,000
CONTINGENCY								0
TOTAL	0	0	0	0	0	0	550,000	550,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	0	5,000	5,000
PERSONNEL COSTS								0
TOTAL	0	0	0	0	0	0	5,000	5,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	0	0	0	0	0	0	550,000	550,000
WATER IMPACT FEE FUND								0
TOTAL	0	0	0	0	0	0	550,000	550,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CCDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

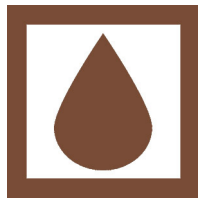
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



# STORM WATER

## PROJECTS OVERVIEW

Delivering on our focus areas:



Infrastructure

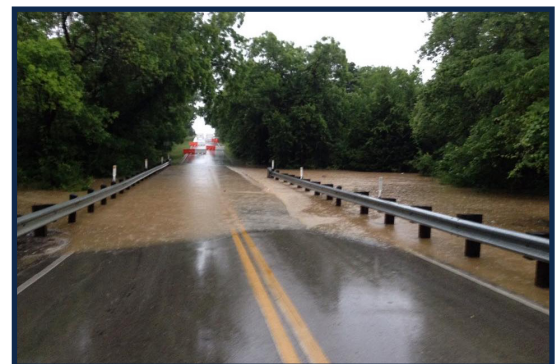


Quality  
Development

**Description:** Projects that expand and improve the City’s drainage infrastructure and manage the flow of storm water throughout the City. Projects identified in this section of the CIP are implementing recommendations from the [Southlake 2030 Stormwater Master Plan](#).

**Strategic Alignment:**

- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



STORM WATER CIP TOTAL PROJECT FUNDING	
Total Prior Funding	\$4,275,000
FY 2022	\$2,850,000
FY 2023	\$1,925,000
FY 2024	\$2,625,000
FY 2025	\$4,525,000
FY 2026	\$2,900,000
Beyond	\$5,250,000
<b>Total</b>	<b>\$24,350,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## STORM WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Sanitary Sewer Infrastructure Erosion Protection</b>	Funding is requested to mitigate erosion at critical wastewater infrastructure, such as manholes and sewer mains, at drainage/ creek crossings. Re-stabilization of the embankment is necessary in order to provide proper protection/support of the infrastructure and prevent a wastewater overflow. Such an event (wastewater overflow) would create a negative and unpleasant environmental impact to the stormwater system and aquatic life.								
2022-45	Storm Water Utility System	\$0	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000

<b>Gateway Lakes Park Drainage Improvements &amp; Bridge Replacement</b>	Funding is requested for the engineering and construction of drainage improvements in Gateway Lakes Park. One of the ponds in the Gateway Lakes Park is in danger of breaching due to significant erosion near the embankment and immediately downstream. The engineering tasks will include a drainage study to design a spillway for the pond, gabion channel armoring downstream and the replacement of two pedestrian bridges.								
2022-46c	Storm Water Utility System	\$350,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$800,000
2022-46c	Park Dedication Fund	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
	<b>Total</b>	<b>\$350,000</b>	<b>\$700,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,050,000</b>

<b>Morgan Road Drainage Improvements</b>	Funding is requested to design and construct a drainage ditch, culvert and channel along Morgan Road. Due to the current slope and design, Maintenance has been performed multiple times throughout the past years. Field and drainage investigation has been performed to determine that the current system is best to be redesigned to prevent potential flooding damages to public and private property.								
2022-47	Storm Water Utility System	\$0	\$50,000	\$250,000	\$0	\$0	\$0	\$0	\$300,000

<b>Drainage Basin Enhancements</b>	Funding is requested for the implementation of recommendations from the storm water master plan focused on regional detention opportunities at strategic locations around the City. The intent of this project is to allocate funds to purchase land or participate with developers to incorporate regional detention into future open space.								
2022-48	Storm Water Utility System	\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$600,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## STORM WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>System Capacity Improvements (Storm Water) - Future Projects</b>		Funding provides staff and Council with resources to reimburse developers for the oversizing of storm water lines to meet the requirements of the Southlake 2030 Water Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.							
2022-49	Storm Water Utility System	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$400,000
<b>North White Chapel Bridge Replacement at Kirkwood Branch / South Kirkwood Branch</b>		<p>Funding is planned for the design and construction of a new bridge along North White Chapel Boulevard over Kirkwood Creek Branch. The flood and feasibility studies for the permanent solution to span these branches are currently underway. This section of roadway flooded in May 2015 due to heavy rainfall and overflow from Lake Grapevine and was closed for approximately seven weeks. The road was overtopped most recently in September 2018 and underwent six months of repair before reopening. The roadway was also closed in March 2020 due to flooding.</p> <p>The proposed funding plan assumes full City of Southlake funding for the project. However, the City is exploring funding partnership options that would lower the City's portion of funding. If those partnerships are successful, future funding plans will reflect only the City's portion of the cost, showing a reduction from the current plan.</p>							
2022-50c	Utility Fund	\$0	\$0	\$150,000	\$600,000	\$0	\$0	\$0	\$750,000
2022-50c	Storm Water Utility System	\$2,675,000	\$0	\$1,375,000	\$1,500,000	\$3,075,000	\$0	\$0	\$8,625,000
	<b>Total</b>	<b>\$2,675,000</b>	<b>\$0</b>	<b>\$1,525,000</b>	<b>\$2,100,000</b>	<b>\$3,075,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,375,000</b>
<b>Simmons Court Drainage Improvements/ Erosion Control</b>		Funding is planned for the design and construction of gabions along Simmons Court in order to stop erosion and correct the exposure of City sanitary sewer lines.							
2022-51	Storm Water Utility System	\$400,000	\$0	\$50,000	\$300,000	\$0	\$0	\$0	\$750,000
<b>Drainage improvements at North Peytonville from 1330 North Peytonville to Post Oaks Creek</b>		Funding is planned for engineering, design and construction for the drainage improvements between 1330 North Peytonville to Post Oaks Creek. Improvements include installation of storm water lines, box culverts and curb inlets.							
2022-52	Storm Water Utility System	\$450,000	\$0	\$0	\$0	\$500,000	\$800,000	\$2,400,000	\$4,150,000



# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## STORM WATER

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Dove Creek at North Carroll Avenue</b>	Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of five 10-foot x 7-foot box culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization consisting of interlocking concrete blocks.								
2022-53	Storm Water Utility System	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$750,000	\$1,750,000
<b>Big Bear 6 at East Continental Boulevard</b>	Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of four additional 12-foot x 8-foot box culverts, raise and replace the roadway, and clear and grade the channel.								
2022-54	Storm Water Utility System	\$0	\$0	\$0	\$125,000	\$100,000	\$0	\$0	\$225,000
<b>Big Bear 8 at West Continental Boulevard</b>	Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of six additional 12-foot x 8-foot culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization.								
2022-55	Storm Water Utility System	\$0	\$0	\$0		\$250,000	\$1,000,000	\$0	\$1,250,000
<b>Dove Creek at East Dove Road</b>	Funding is planned for the design and construction of drainage improvements at Dove Creek at East Dove Road. The proposed improvements include the construction of fifteen 10-foot x 7-foot box culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization consisting of interlocking concrete blocks.								
2022-56	Storm Water Utility System	\$0	\$0	\$0	\$0	\$0	\$500,000	\$2,000,000	\$2,500,000
<b>Stormwater Total</b>		<b>\$4,275,000</b>	<b>\$2,850,000</b>	<b>\$1,925,000</b>	<b>\$2,625,000</b>	<b>\$4,525,000</b>	<b>\$2,900,000</b>	<b>\$5,250,000</b>	<b>\$24,350,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### Sanitary Sewer Infrastructure Erosion Protection

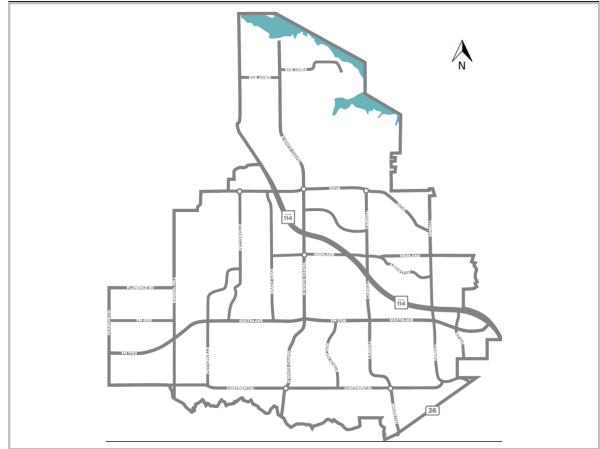
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding is requested to mitigate erosion at critical wastewater infrastructure, such as manholes and sewer mains, at drainage/creek crossings. Re-stabilization of the embankment is necessary in order to provide proper protection/support of the infrastructure and prevent a wastewater overflow. Such an event (wastewater overflow) would create a negative and unpleasant environmental impact to the stormwater system and aquatic life.



**JUSTIFICATION:**

Re-stabilization of the embankment is necessary in order to provide proper protection/support of the infrastructure and prevent a wastewater overflow.

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Sustainability master Plan - Objective 10.2

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Potential wastewater overflow and infrastructure failure over time.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-45

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		2,000,000						2,000,000
CONTINGENCY								0
TOTAL	0	2,000,000	0	0	0	0	0	2,000,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
TOTAL	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE		2,000,000						2,000,000
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
TOTAL	0	2,000,000	0	0	0	0	0	2,000,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Gateway Lakes Park Drainage Improvements & Bridge Replacement

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** E Kirkwood Blvd and N Kimball Ave

**PROJECT TIMELINE:** Oct 2021 to Sept 2023

**DESCRIPTION:**

Funding is requested for the engineering and construction of drainage improvements in Gateway Lakes Park. One of the ponds in the Gateway Lakes Park is in danger of breaching due to significant erosion near the embankment and immediately downstream. The engineering tasks will include a drainage study to design a spillway for the pond, gabion channel armoring downstream and the replacement of two pedestrian bridges.



**JUSTIFICATION:**

This project is necessary for emergency preparedness and to prevent damage to downstream public and private land and facilities.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Sustainability Master Plan - Objective 10.2

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued erosion could result to infrastructure damage.

COMPANION PROJECT? If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure, Safety

REVENUE GENERATING? If yes, please explain:

**PROJECT #:** 2022-46c

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	50,000							50,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		1,000,000						1,000,000
CONTINGENCY								0
<b>TOTAL</b>	<b>50,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,050,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			500	500	500	500	500	2,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>2,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND		250,000						250,000
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	350,000	450,000						800,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>350,000</b>	<b>700,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,050,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Morgan Road Drainage Improvements

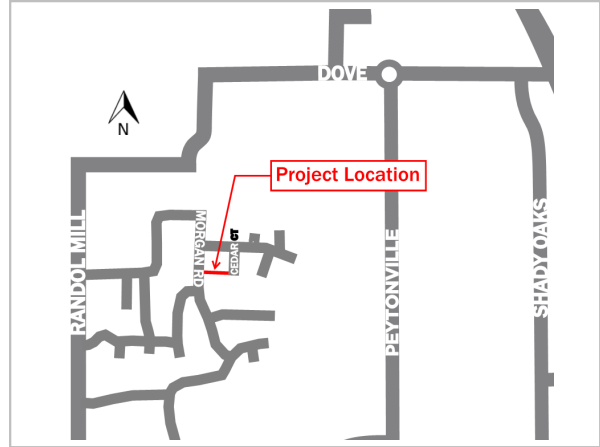
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Morgan Rd and Cedar Ct

**PROJECT TIMELINE:** Oct 2021 to Sept 2024

**DESCRIPTION:**

Funding is requested to design and construct a drainage ditch, culvert and channel along Morgan Road. Due to the current slope and design, Maintenance has been performed multiple times throughout the past years. Field and drainage investigation has been performed to determine that the current system is best to be redesigned to prevent potential flooding damages to public and private property.



**JUSTIFICATION:**

System is not working as efficiently as original design due to multiple iteration of maintenance performed.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continued sedimentation build-up will cause additional maintenance cost and manpower.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-47

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Stormwater Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING		50,000						50,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			250,000					250,000
CONTINGENCY								0
<b>TOTAL</b>	0	50,000	250,000	0	0	0	0	300,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS				1,000	1,000	1,000	1,000	4,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	1,000	1,000	1,000	1,000	4,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND		50,000	250,000					300,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	50,000	250,000	0	0	0	0	300,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Drainage Basin Enhancements

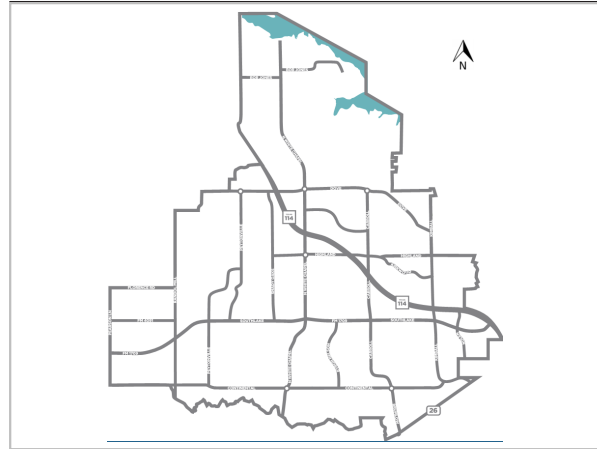
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding is requested for the implementation of recommendations from the storm water master plan focused on regional detention opportunities at strategic locations around the City. The intent of this project is to allocate funds to purchase land or participate with developers to incorporate regional detention into future open space.



**JUSTIFICATION:**

These funds allow the City to partner with developers to deliver Southlake 2030 Master Plan recommendations and those being incorporated into 2035 Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

City will bear full cost of creating proposed regional detention facilities or expanding existing facilities.

**STRATEGIC FOCUS AREA:** Infrastructure, Partnership

**PROJECT #:** 2022-48

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Storm Water Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	300,000	50,000	50,000	50,000	50,000	50,000	50,000	600,000
CONTINGENCY								0
<b>TOTAL</b>	<b>300,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>600,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	300,000	50,000	50,000	50,000	50,000	50,000	50,000	600,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>300,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>600,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### System Capacity Improvements (Storm Water) - Future Projects

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding provides staff and Council with resources to reimburse developers for the oversizing of storm water lines to meet the requirements of the Southlake 2030 Water Master Plan in cases where the developer is not required to provide the ultimate size of the line to serve proposed developments.



**JUSTIFICATION:**

These funds allow the City to partner with developers to deliver Southlake 2030 Master Plan recommendations in a more timely and more economical way.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

City will bear full cost of replacing storm sewer facilities with 2030 recommendations as projects are designed and funded.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-49

- New Request       Continuation Project       Partnership
- Mandated / Public Health / Safety       Replacement / Major Rehab or Protection of Capital Stock       Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Storm Water Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	100,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
CONTINGENCY								0
<b>TOTAL</b>	<b>100,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>400,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	100,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>100,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>400,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### North White Chapel Bridge Replacement at Kirkwood Branch South Kirkwood Branch

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N White Chapel Bridge across Kirkwood Branch

**PROJECT TIMELINE:** Oct 2021 to Sept 2026

**DESCRIPTION:**

Funding is planned for the design and construction of a new bridge along North White Chapel Boulevard over Kirkwood Creek Branch. The flood and feasibility studies for the permanent solution to span these branches are currently underway. This section of roadway flooded in May 2015 due to heavy rainfall and overflow from Lake Grapevine and was closed for approximately 7 weeks. The road was overtopped most recently in September 2018 and underwent 6 months of repair before reopening. The roadway was closed in March 2020 due to flooding as well.

The proposed funding plan assumes full City of Southlake funding for the project; however, the City is currently exploring funding partnership options that if successful, would lower the City's portion of funding. If those partnerships are successful, future funding plans will reflect only the City's portion of the cost, showing a reduction from the current plan.

**JUSTIFICATION:**

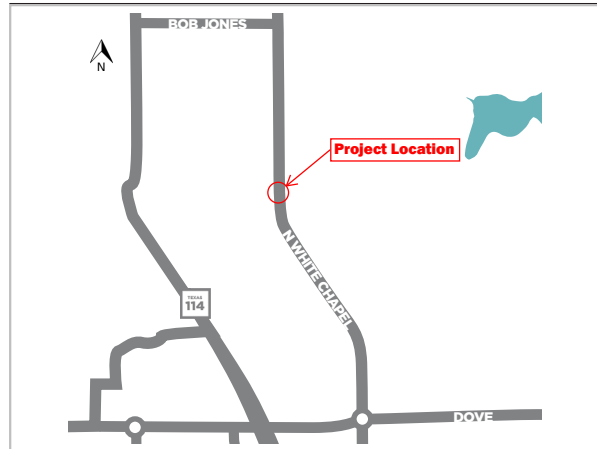
The road is inundated during heavy rain events which limits mobility access north of the crossing. In an event of emergency this will increase response time for PD and FD due to the need of using an alternative route.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Limited access if road is inundated. Previous emergency repair performed is not a long term solution.

**STRATEGIC FOCUS AREA:** Infrastructure, Safety

**PROJECT #:** 2022-50c



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Sustainability Master Plan - Objective 10.6
- COMPANION PROJECT?** If yes, please explain: Utility Fund, SWUS
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	555,000	500,000	340,000					1,395,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	595,000				5,860,000			6,455,000
CONTINGENCY					1,525,000			1,525,000
<b>TOTAL</b>	<b>1,150,000</b>	<b>500,000</b>	<b>340,000</b>	<b>0</b>	<b>7,385,000</b>	<b>0</b>	<b>0</b>	<b>9,375,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS						5,000	5,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>10,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	2,675,000		1,375,000	1,500,000	3,075,000			8,625,000
TIRZ #1								0
UTILITY FUND		0	150,000	600,000				750,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>2,675,000</b>	<b>0</b>	<b>1,525,000</b>	<b>2,100,000</b>	<b>3,075,000</b>	<b>0</b>	<b>0</b>	<b>9,375,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Simmons Court Drainage Improvements/Erosion Control

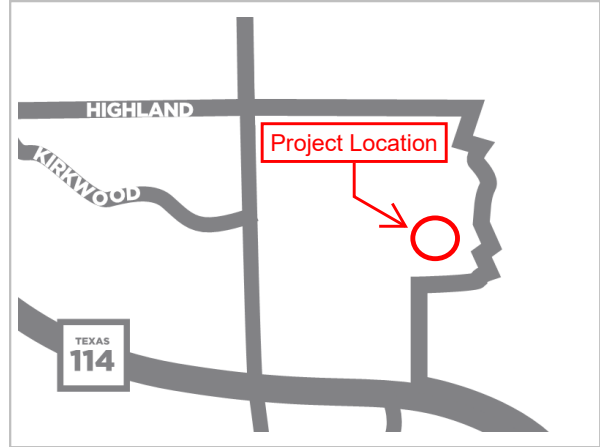
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Simmons Ct

**PROJECT TIMELINE:** Oct 2022 to Sept 2025

**DESCRIPTION:**

Funding is planned for the design and construction of gabions along Simmons Court in order to stop erosion and correct the exposure of City sanitary sewer lines.



**JUSTIFICATION:**

To protect creek banks and cover exposed sanitary sewer line,

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Will have more bank instability and the sanitary sewer line will continued to be exposed and potential failure.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-51

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Sustainability Master Plan - Objective 10.6
- COMPANION PROJECT? If yes, please explain:
- REVENUE GENERATING? If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING		100,000						100,000
LAND & ROW ACQUISITION			50,000					50,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			300,000	300,000				600,000
CONTINGENCY								0
<b>TOTAL</b>	<b>0</b>	<b>100,000</b>	<b>350,000</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	10,000	10,000	10,000	30,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>30,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	400,000	0	50,000	300,000	0	0	0	750,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>400,000</b>	<b>0</b>	<b>50,000</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Drainage Improvements at North Peytonville from 1330 North Peytonville to Post Oaks Creek

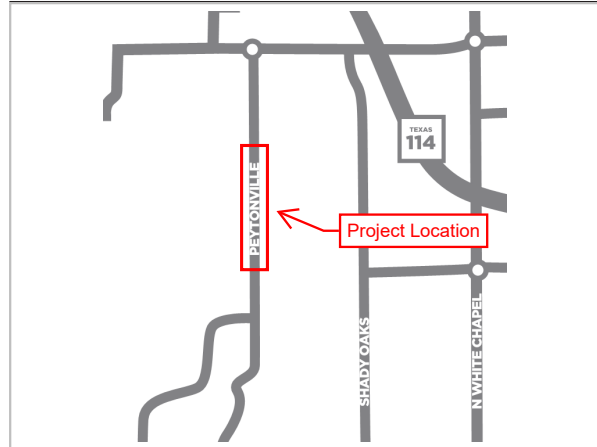
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** 1330 North Peytonville to Post Oak Creek

**PROJECT TIMELINE:** Oct 2025 to Sept 2028

**DESCRIPTION:**

Funding is planned for engineering, design and construction for the drainage improvements between 1330 North Peytonville to Post Oaks Creek. Improvements include installation of storm water lines, box culverts and curb inlets.



**JUSTIFICATION:**

Improve drainage collection through storm sewer lines in order protect public infrastructure and property during heavy storm events.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continuation of standing water after rain events.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-52

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Sustainability Master Plan - Objective 10.5
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY	100,000							100,000
ENGINEERING & DESIGN; TESTING				300,000				300,000
LAND & ROW ACQUISITION					400,000	200,000		600,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION						750,000	2,400,000	3,150,000
CONTINGENCY								0
<b>TOTAL</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>400,000</b>	<b>950,000</b>	<b>2,400,000</b>	<b>4,150,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	0	10,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	450,000	0	0	0	500,000	800,000	2,400,000	4,150,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>450,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>800,000</b>	<b>2,400,000</b>	<b>4,150,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Dove Creek at North Carroll Avenue

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** N Carroll Ave

**PROJECT TIMELINE:** Oct 2025 to Sept 2027

**DESCRIPTION:**

Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of five 10-foot x 7-foot box culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization consisting of interlocking concrete blocks.



**JUSTIFICATION:**

To improve and increase the free-board between the water elevation and the road crossing as identified on the Storm Water Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Overtopping potential of crossing and channel destabilization.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-53

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Storm Water Master Plan#1 Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING					200,000			200,000
LAND & ROW ACQUISITION						100,000		100,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							1,450,000	1,450,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	200,000	100,000	1,450,000	1,750,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	0	10,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	10,000	10,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	0	0	0	0	500,000	500,000	750,000	1,750,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	500,000	500,000	750,000	1,750,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Big Bear 6 at East Continental Blvd

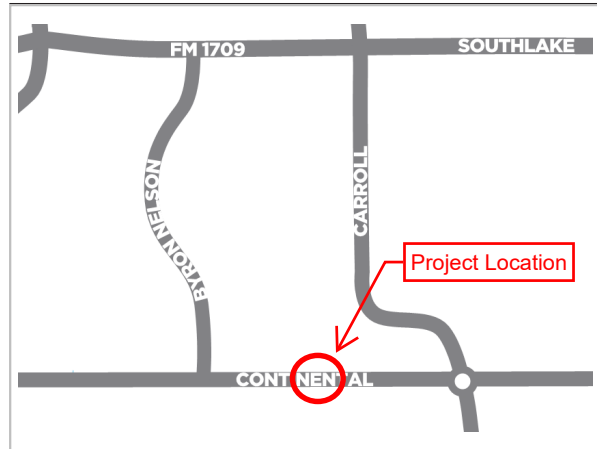
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** E Continental Blvd

**PROJECT TIMELINE:** Oct 2024 to Sept 2026

**DESCRIPTION:**

Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of four additional 12-foot x 8-foot box culverts, raise and replace the roadway, and clear and grade the channel.



**JUSTIFICATION:**

To improve channel capacity, raise roadway and make improvements around channel.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Storm Water Master Plan - #8 - Tier 2

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Flow will be restricted by existing channels and the deterioration of the area adjacent to the channel.

COMPANION PROJECT? If yes, please explain:

**STRATEGIC FOCUS AREA:** Infrastructure

REVENUE GENERATING? If yes, please explain:

**PROJECT #:** 2022-54

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING				100,000				100,000
LAND & ROW ACQUISITION				25,000	100,000			125,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	125,000	100,000	0	0	225,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	10,000	10,000	20,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	10,000	10,000	20,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	0	0	0	125,000	100,000	0	0	225,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	125,000	100,000	0	0	225,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Big Bear 8 at West Continental Blvd

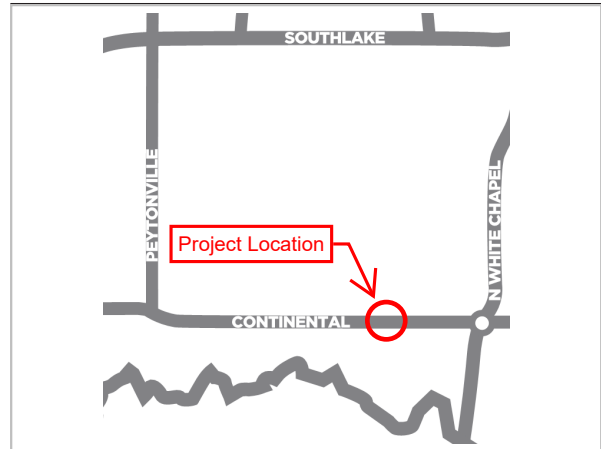
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** West Continental Blvd

**PROJECT TIMELINE:** Oct 2025 to Sept 2027

**DESCRIPTION:**

Funding is planned for the design and construction of drainage improvements. The proposed improvements include the construction of six additional 12-foot x 8-foot culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization.



**JUSTIFICATION:**

To enhance drainage flow and roadway crossing and channel improvements.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Drainage flow will continue to destabilize the adjacent area of the channel.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-55

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Storm Water Master Plan - #5 - Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING					250,000			250,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION						1,000,000		1,000,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	250,000	1,000,000	0	1,250,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	0	10,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	10,000	10,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	0	0	0	0	250,000	1,000,000	0	1,250,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	250,000	1,000,000	0	1,250,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
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SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Dove Creek at East Dove Road

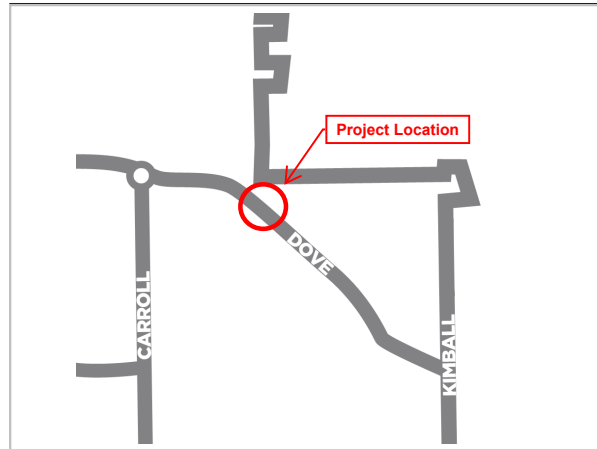
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Dove Creek on East Dove Rd

**PROJECT TIMELINE:** Oct 2026 to Sept 2027

**DESCRIPTION:**

Funding is planned for the design and construction of drainage improvements at Dove Creek at East Dove Road. The proposed improvements include the construction of fifteen 10-foot x 7-foot box culverts, raise and replace the roadway, clear and grade the channel, and install channel stabilization consisting of interlocking concrete blocks.



**JUSTIFICATION:**

To improve the channel capacity at the crossing, avoid overtopping and provide better creek bank protection with a concrete system.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Continue drainage flow with overtopping potential and creek bank instability.

**STRATEGIC FOCUS AREA:** Infrastructure

**PROJECT #:** 2022-56

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Storm Water Master Plan - #8 - Tier 2
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING						500,000		500,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							2,000,000	2,000,000
CONTINGENCY								0
<b>TOTAL</b>	0	0	0	0	0	500,000	2,000,000	2,500,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS	0	0	0	0	0	0	10,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	10,000	10,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND	0	0	0	0	0	500,000	2,000,000	2,500,000
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	0	500,000	2,000,000	2,500,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

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SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

# PARKS

## PROJECTS OVERVIEW

Delivering on our focus areas:



**Quality  
Development**



**Partnerships &  
Volunteerism**

**Description:** Projects that provide infrastructure for parks and recreation opportunities, including active recreation, passive enjoyment, and enhanced open spaces. The projects identified in this section of the CIP implement recommendations of the [Southlake 2035 Parks Master Plan](#).

**Strategic Alignment:**

- Provide attractive & unique spaces for enjoyment of personal interests (C3)
- Collaborate with select partners to implement service solutions (B2)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



**PARKS CIP TOTAL PROJECT FUNDING**

Total Prior Funding	\$11,178,323
FY 2022	\$4,000,000
FY 2023	\$5,300,000
FY 2024	\$5,650,000
FY 2025	\$10,900,000
FY 2026	\$-
Beyond	\$42,990,000
<b>Total</b>	<b>\$80,018,323</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## PARKS

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>SPDC Matching Funds</b>	The purpose of this item is to provide for a minimum balance of \$200,000 annually within the Southlake Parks Development Corporation (SPDC) Capital Budget in support of the City's SPDC Matching Funds Program as per the recommendations of the Parks and Recreation Board and SPDC. The current available funding is shown in the "Total Prior Funding" column.								
2022-57	SPDC Fund	\$278,323	\$0	\$0	\$0	\$0	\$0	\$0	\$278,323
<b>Parks Land Acquisition</b>	The purpose of this item is to establish a project fund to provide cash for the acquisition of land for open space and park use as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.								
2022-58	SPDC Fund	\$0	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$1,500,000
<b>Bicentennial Park</b>	Funding is requested for the design and development of a pickleball complex within Bicentennial Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Scope includes: pickleball courts, fencing, lighting, pavilion/shade structures, benches, tables, chairs, landscape, hardscape, irrigation, trail connectivity and other park amenities.								
2022-59	SPDC Fund	\$0	\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$1,250,000
<b>Southlake Sports Complex</b>	Funding is requested for the design and development of Southlake Sports Complex improvements as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Scope includes: synthetic turf at expanded large field, synthetic turf on baseball fields, demo of existing metal building, concession/restroom building, pavilions and shade structures, parks maintenance and storage building, fully accessible playground, trail development and connectivity, fitness stations, batting cages, entry feature, field and common area improvements, parking, two park entrances, drop off zone, fencing, landscape & irrigation enhancements, public art, park amenities, the inclusion of the current Public Works Service Center site as additional park and open space to include pickleball courts, sand volleyball courts, drainage enhancements, pond and pond amenities, playground, trails, pavilion and shade structures, and park amenities.								
2022-60	SPDC Fund	\$10,700,000	\$1,250,000	\$4,000,000	\$2,750,000	\$8,000,000	\$0	\$0	\$26,700,000
<b>Bob Jones Park Improvements</b>	Funding is planned for the design and development of improvements at Bob Jones Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes improvements such as: park aesthetics; softball complex spectator areas, restrooms and concession building; soccer complex restrooms and concession/park maintenance building; athletic fields; equestrian area; shade structures; parking; landscaping; tree planting; irrigation; water elements at equestrian area and dog park; softball complex playground; fencing; trail connectivity and marking; park and wayfinding signage; enhanced park entrances; park and parking lot lighting; park amenities; park maintenance/storage building improvements, new pavilions/restrooms, public art, expanded trails, water bottle refill stations, additional parking, pickleball courts, expansion of athletic fields, and conversion of grass athletic fields to synthetic turf where appropriate.								
2022-61	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000,000	\$28,000,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## PARKS

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Liberty Park at Sheltonwood Improvements</b>	Funding is planned for the design and development of improvements at Liberty Park at Sheltonwood as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: water well for pond, park amenities, playground, expand parking, trail connectivity and improvements, volleyball court improvements, park and educational signage, expand existing pond, exercise stations along trail, trail distance markers, and pedestrian corridor from parking to center of the park.								
2022-62	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800,000	\$2,800,000
<b>North Park Improvements</b>	Funding is planned for the design and development of improvements at North Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: additional parking, potential fourth athletic field, trail connectivity and distance markers, water bottle refill station, shade structure, additional public art, and park amenities.								
2022-63	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500,000	\$1,500,000
<b>Koalaty Park Improvements</b>	Funding is planned for the design and development of improvements at Koalaty Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park restroom, shade structures, seating areas, park amenities, vehicle drop off, decorative bollards and lighting where appropriate, and landscape improvements.								
2022-64	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$925,000	\$925,000
<b>Central Park Improvements</b>	Funding is planned for the design and development of improvements at Central Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The city will work with the adjacent property owner (Shops of Southlake), and other stakeholders on the development of a final concept plan that incorporates the recommended improvements. FY 2022 project scope includes: developing concept plan through construction documents for park improvements to include a new arched central entrance, landscape and hardscape improvements, potential interactive water component and public art. Additional improvements to be considered long term include an ice skating rink during the holiday season, allowing vendor kiosks, and the feasibility of a pedestrian bridge across FM 1709 to connect Southlake Town Square to the Shops of Southlake.								
2022-65	SPDC Fund	\$200,000	\$0	\$1,300,000	\$0	\$0	\$0	\$0	\$1,500,000



# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## PARKS

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Family Park</b>	Funding is planned for the design and development of improvements at Family Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Current project scope includes: Complete park redevelopment, landscape, hardscape, park amenities, fountain enhancements, bollards at Fountain Place and outdoor collaborative workspace.								
2022-66c	SPDC Fund	\$0	\$0	\$0	\$1,450,000	\$1,450,000	\$0	\$0	\$2,900,000
2022-66c	TIRZ #1	\$0	\$0	\$0	\$1,450,000	\$1,450,000	\$0	\$0	\$2,900,000
	<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,900,000</b>	<b>\$2,900,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,800,000</b>

<b>McPherson Park</b>	Funding is planned for the design and development of improvements at McPherson Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. This project would be driven by future Town Square development adjacent to the Granite office building. Current project scope includes: park redevelopment, reshaping pond to increase usable space, promenade, gateway park entry features, hardscape path and seat wall around pond, terraced steps to the pond, great lawn, crushed stone pathways, stronger connection to the hotel, water features, feature fountains in pond, sculptures, and enhanced parking and access to the park.								
2022-67c	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250,000	\$2,250,000
2022-67c	TIRZ #1	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250,000	\$2,250,000
	<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,500,000</b>	<b>\$4,500,000</b>

<b>Chesapeake Park Improvements</b>	Funding is planned for the design and development of improvements at Chesapeake Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park restroom, pavilion, tennis, pickleball and/or basketball courts, trail connectivity, park signage, landscape improvements, playground shade structure, fence improvements, additional parking, exercise stations, bike racks and other park amenities.								
2022-68	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$2,600,000	\$2,600,000

<b>Lonesome Dove Park Improvements</b>	Funding is planned for improvements at Lonesome Dove Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: exercise stations, pedestrian bridge improvements, wayfinding and educational signage, and park amenities.								
2022-69	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$435,000	\$435,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## PARKS

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Royal &amp; Annie Smith Park Improvements</b>	Funding is planned for the design and development of improvements at Royal & Annie Smith Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: passive uses such as frisbee golf or other, signage, trail connectivity, park restroom, water bottle refill station, and park amenities.								
2022-70	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$530,000	\$530,000
<b>Carillon Parks (Corporate Park, Lake Park, The Preserve Park, Villa Park North &amp; Villa Park South)</b>	Funding is planned for improvements at Carillon parks as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Project scope includes: trail signage, lighting and distance markers, park signage, water bottle refill stations, tree planting/irrigation, and park amenities.								
2022-71	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$450,000
<b>Noble Oaks Park Improvements</b>	Funding is planned for improvements at Noble Oaks Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park and educational signage, additional park amenities and water bottle refill station.								
2022-72	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000	\$85,000
<b>Oak Pointe Park Improvements</b>	Funding is planned for the design and development of improvements at Oak Pointe Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: trail expansion and connectivity and park amenities.								
2022-73	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000	\$95,000
<b>The Cliffs Park Improvements</b>	Funding is planned for the design and development of improvements at The Cliffs Park the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: trail connectivity and distance markers, off street parking, pedestrian crossing at White Chapel Blvd., water bottle refill station, tree planting, irrigation, gazebo, trail lighting, playground, park signage and park amenities.								
2022-74	SPDC Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$1,070,000	\$1,070,000
<b>Parks Total</b>		<b>\$11,178,323</b>	<b>\$4,000,000</b>	<b>\$5,300,000</b>	<b>\$5,650,000</b>	<b>\$10,900,000</b>	<b>\$0</b>	<b>\$42,990,000</b>	<b>\$80,018,323</b>

### City of Southlake FY 2022 CIP Project Status Form

#### SPDC Matching Funds

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** N/A

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

The purpose of this item is to provide for a minimum balance of \$200,000 annually within the SPDC Capital Budget in support of the City's SPDC Matching Funds Program as per the recommendations of the Parks and Recreation Board and SPDC. The current available funding is shown in the "Total Prior Funding" column.



**JUSTIFICATION:**

SPDC directive. Recommended per the 2035 Parks, Recreation & Open Space Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer any additional funding.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-57

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	278,323							278,323
CONTINGENCY								0
<b>TOTAL</b>	<b>278,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>278,323</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC	278,323							278,323
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>278,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>278,323</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Parks Land Acquisition

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** N/A

**PROJECT TIMELINE:** 2022 to TBD

**DESCRIPTION:**

The purpose of this item is to establish a project fund to provide cash for the acquisition of land for open space and park use as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.



**JUSTIFICATION:**

Several recommendations within the City's comprehensive plans related to the ongoing acquisition and preservation of land for open space and park use.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

No funding set aside for land acquisition opportunities.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-58

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Plan and Land Use Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION		1,500,000						1,500,000
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	0	1,500,000	0	0	0	0	0	1,500,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC		1,500,000						1,500,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	1,500,000	0	0	0	0	0	1,500,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Bicentennial Park

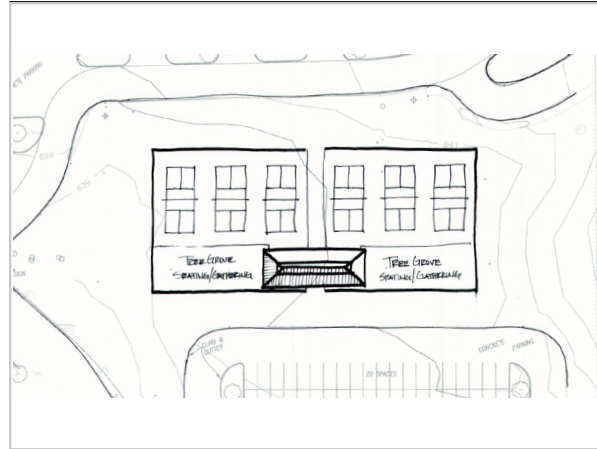
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Bicentennial Park

**PROJECT TIMELINE:** 2022 to TBD

**DESCRIPTION:**

Funding is requested for the design and development of a pickleball complex within Bicentennial Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Scope includes: pickleball courts, fencing, lighting, pavilion/shade structures, benches, tables, chairs, landscape, hardscape, irrigation, trail connectivity and other park amenities.



**JUSTIFICATION:**

As per the Southlake 2035 Parks, Recreation & Open Space Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of a pickleball complex, and develop as part of the SSC project.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-59

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain: Potentially depending on how it is managed.

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		125,000						125,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		1,000,000						1,000,000
CONTINGENCY		125,000						125,000
<b>TOTAL</b>	<b>0</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			10,000	10,000	10,000	10,000	10,000	50,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>50,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC		1,250,000						1,250,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,250,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Southlake Sports Complex

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Southlake Sports Complex

**PROJECT TIMELINE:** 2022 to 2026

**DESCRIPTION:**

Funding is requested for the design and development of Southlake Sports Complex improvements as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Scope includes: synthetic turf at expanded large field, synthetic turf on baseball fields, demo of existing metal building, concession/restroom building, pavilions and shade structures, parks maintenance and storage building, fully accessible playground, trail development and connectivity, fitness stations, batting cages, entry feature, field and common area improvements, parking, two park entrances, drop off zone, fencing, landscape & irrigation enhancements, public art, park amenities, the inclusion of the current Public Works Service Center site as additional park and open space to include pickleball courts, sand volleyball courts, drainage enhancements, pond and pond amenities, playground, trails, pavilion and shade structures, and park amenities.

**JUSTIFICATION:**

Design and development of Southlake Sports Complex improvements as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer funding for FY 2022, and consider other funding options. Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-60



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:  
Depending on how fields and courts are managed.

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING		3,200,000						3,200,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION				15,500,000	5,800,000			21,300,000
CONTINGENCY					2,200,000			2,200,000
<b>TOTAL</b>	<b>0</b>	<b>3,200,000</b>	<b>0</b>	<b>15,500,000</b>	<b>8,000,000</b>	<b>0</b>	<b>0</b>	<b>26,700,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					85,000	170,000	170,000	425,000
PERSONNEL COSTS					40,000	80,000	80,000	200,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>250,000</b>	<b>250,000</b>	<b>625,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC	10,700,000	1,250,000	4,000,000	2,750,000	8,000,000			26,700,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>10,700,000</b>	<b>1,250,000</b>	<b>4,000,000</b>	<b>2,750,000</b>	<b>8,000,000</b>	<b>0</b>	<b>0</b>	<b>26,700,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Bob Jones Park Improvements

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Bob Jones Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Bob Jones Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes improvements such as: park aesthetics; softball complex spectator areas, restrooms and concession building; soccer complex restrooms and concession/park maintenance building; athletic fields; equestrian area; shade structures; parking; landscaping; tree planting; irrigation; water elements at equestrian area and dog park; softball complex playground; fencing; trail connectivity and marking; park and wayfinding signage; enhanced park entrances; park and parking lot lighting; park amenities; park maintenance/storage building improvements, new pavilions/restrooms, public art, expanded trails, water bottle refill stations, additional parking, pickleball courts, expansion of athletic fields, and conversion of grass athletic fields to synthetic turf where appropriate.

**JUSTIFICATION:**

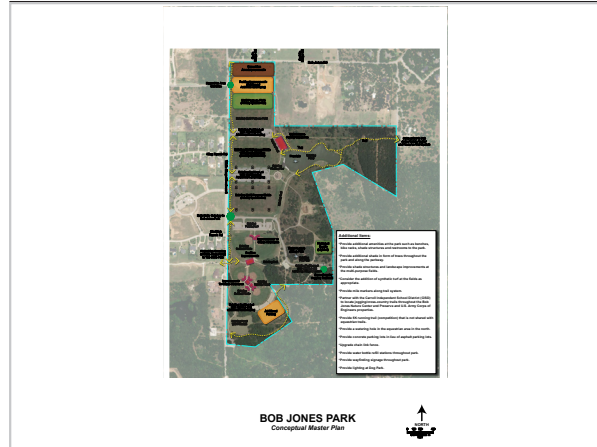
Design and development of improvements at Bob Jones Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-61



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							2,653,000	2,653,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							22,400,000	22,400,000
CONTINGENCY							2,947,000	2,947,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,000,000</b>	<b>28,000,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							165,000	165,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,000</b>	<b>165,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							28,000,000	28,000,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,000,000</b>	<b>28,000,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Liberty Park at Sheltonwood Improvements

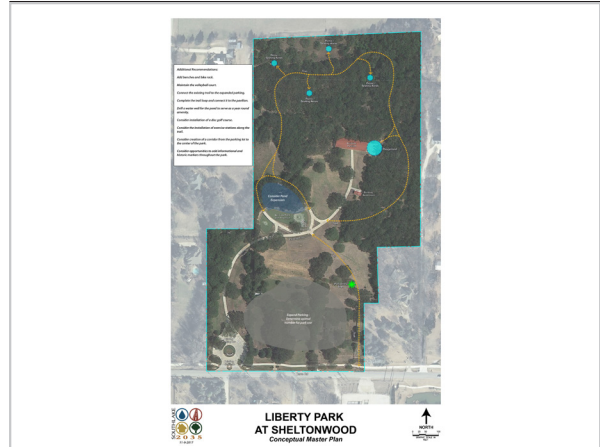
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Liberty Park at Sheltonwood

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Liberty Park at Sheltonwood as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: water well for pond, park amenities, playground, expand parking, trail connectivity and improvements, volleyball court improvements, park and educational signage, expand existing pond, exercise stations along trail, trail distance markers, and pedestrian corridor from parking to center of the park.



**JUSTIFICATION:**

Design and development of improvements at Liberty Park at Sheltonwood as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Delay completion of 2nd Phase of park development.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-62

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							268,200	268,200
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							2,233,800	2,233,800
CONTINGENCY							298,000	298,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,800,000</b>	<b>2,800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							20,000	20,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							2,800,000	2,800,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,800,000</b>	<b>2,800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### North Park Improvements

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** North Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at North Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: additional parking, potential fourth athletic field, trail connectivity and distance markers, water bottle refill station, shade structure, additional public art, and park amenities.



**JUSTIFICATION:**

Design and development of improvements at North Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-63

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							145,080	145,080
LAND & ROW ACQUISITION							1,193,720	1,193,720
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION								0
CONTINGENCY							161,200	161,200
<b>TOTAL</b>	0	0	0	0	0	0	1,500,000	1,500,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							15,000	15,000
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	15,000	15,000
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							1,500,000	1,500,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	0	0	0	0	0	0	1,500,000	1,500,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Koalaty Park Improvements

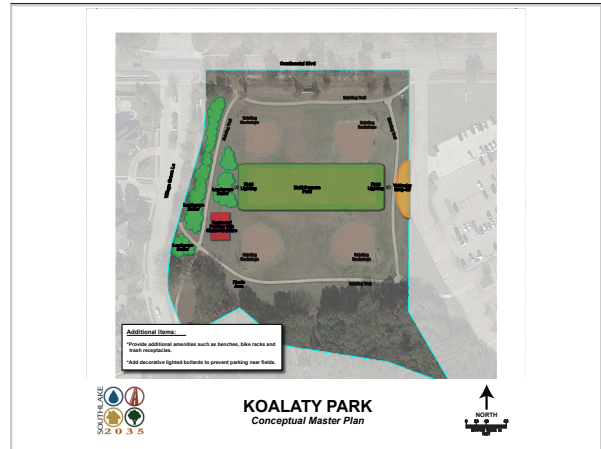
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Koalaty Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Koalaty Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park restroom, shade structures, seating areas, park amenities, vehicle drop off, decorative bollards and lighting where appropriate, and landscape improvements.



**JUSTIFICATION:**

Design and development of improvements at Koalaty Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation

- COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

- REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-64

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							90,000	90,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							735,000	735,000
CONTINGENCY							100,000	100,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>925,000</b>	<b>925,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							15,000	15,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							925,000	925,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>925,000</b>	<b>925,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Central Park Improvements

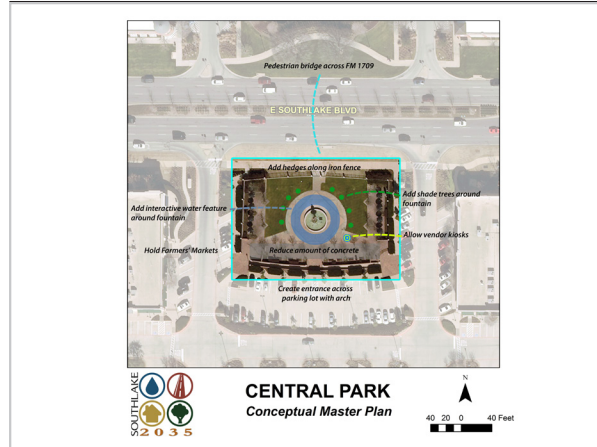
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Central Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Central Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The city will work with the adjacent property owner (Shops of Southlake), and other stakeholders on the development of a final concept plan that incorporates the recommended improvements. FY 2022 project scope includes: developing concept plan through construction documents for park improvements to include a new arched central entrance, landscape and hardscape improvements, potential interactive water component and public art. Additional improvements to be considered long term include an ice skating rink during the holiday season, allowing vendor kiosks, and the feasibility of a pedestrian bridge across FM 1709 to connect Southlake Town Square to the Shops of Southlake.



**JUSTIFICATION:**

Design and development of improvements at Central Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-65

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							168,300	168,300
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							1,144,700	1,144,700
CONTINGENCY							187,000	187,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							50,000	50,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC	200,000		1,300,000					1,500,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>200,000</b>	<b>0</b>	<b>1,300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Family Park

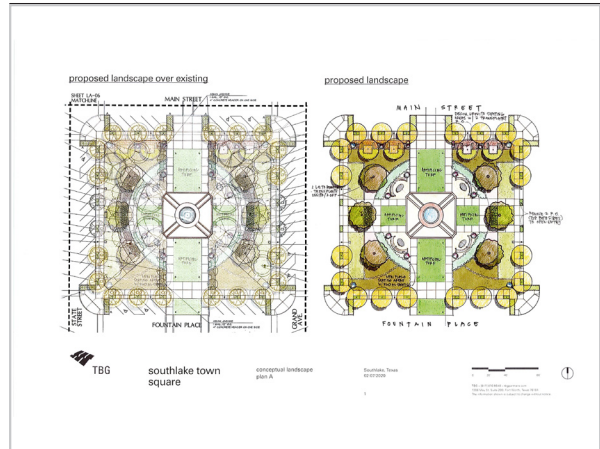
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Family Park

**PROJECT TIMELINE:** 2024 to 2025

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Family Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Current project scope includes: Complete park redevelopment, landscape, hardscape, park amenities, fountain enhancements, bollards at Fountain Place and outdoor collaborative workspace.



**JUSTIFICATION:**

Design and development of improvements at Family Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-66c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain: TIRZ #1, SPDC
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							695,000	695,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							4,635,000	4,635,000
CONTINGENCY							470,000	470,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,800,000</b>	<b>5,800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					7,500	7,500	7,500	22,500
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>22,500</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC				1,450,000	1,450,000			2,900,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1				1,450,000	1,450,000			2,900,000
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,900,000</b>	<b>2,900,000</b>	<b>0</b>	<b>0</b>	<b>5,800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### McPherson Park

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** McPherson Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at McPherson Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. This project would be driven by future Town Square development adjacent to the Granite office building. Current project scope includes: park redevelopment, reshaping pond to increase usable space, promenade, gateway park entry features, hardscape path and seat wall around pond, terraced steps to the pond, great lawn, crushed stone pathways, stronger connection to the hotel, water features, feature fountains in pond, sculptures, and enhanced parking and access to the park.



**JUSTIFICATION:**

Design and development of improvements at McPherson Park within Southlake Town Square as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**COMPANION PROJECT?** If yes, please explain: TIRZ #1, SPDC

**REVENUE GENERATING?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**  
Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-67c

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							540,000	540,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							3,600,000	3,600,000
CONTINGENCY							360,000	360,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500,000</b>	<b>4,500,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							10,000	10,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							2,250,000	2,250,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1							2,250,000	2,250,000
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500,000</b>	<b>4,500,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Chesapeake Park Improvements

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Chesapeake Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Chesapeake Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park restroom, pavilion, tennis, pickleball and/or basketball courts, trail connectivity, park signage, landscape improvements, playground shade structure, fence improvements, additional parking, exercise stations, bike racks and other park amenities.



**JUSTIFICATION:**

Design and development of improvements at Chesapeake Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this park master plan recommendation.

COMPANION PROJECT? If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

REVENUE GENERATING? If yes, please explain:

**PROJECT #:** 2022-68

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							251,100	251,100
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							2,069,900	2,069,900
CONTINGENCY							279,000	279,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,600,000</b>	<b>2,600,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							40,000	40,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							2,600,000	1
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,600,000</b>	<b>2,600,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Lonesome Dove Park Improvements

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Lonesome Dove Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for improvements at Lonesome Dove Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: exercise stations, pedestrian bridge improvements, wayfinding and educational signage, and park amenities.



**LONESOME DOVE PARK**  
Conceptual Master Plan



- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

**JUSTIFICATION:**

Improvements at Lonesome Dove Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-69

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							42,300	42,300
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							345,700	345,700
CONTINGENCY							47,000	47,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>435,000</b>	<b>435,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							5,000	5,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							435,000	435,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>435,000</b>	<b>435,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Royal & Annie Smith Park Improvements

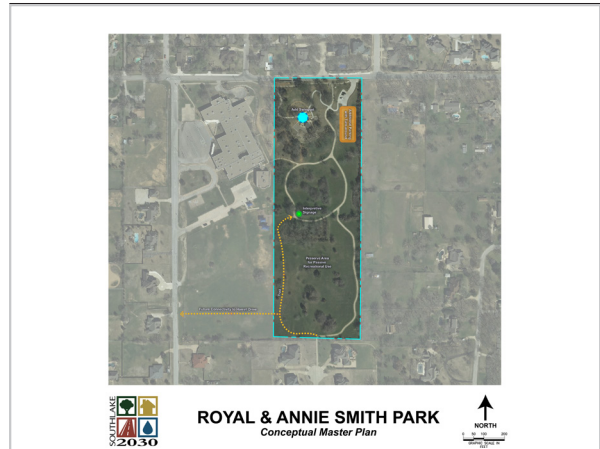
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Royal & Annie Smith Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Royal & Annie Smith Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: passive uses such as frisbee golf or other, signage, trail connectivity, park restroom, water bottle refill station, and park amenities.



**JUSTIFICATION:**

Design and development of improvements at Royal & Annie Smith Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-70

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							51,300	51,300
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							421,700	421,700
CONTINGENCY							57,000	57,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>530,000</b>	<b>530,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							5,000	5,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							530,000	530,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>530,000</b>	<b>530,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Carillon Parks

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Carillon Parks

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for improvements at Carillon parks as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. Project scope includes: trail signage, lighting and distance markers, park signage, water bottle refill stations, tree planting/irrigation, and park amenities. This includes Corporate Park, Lake Park, The Preserve Park, Villa Park North & Villa Park South



**JUSTIFICATION:**

Improvements at Carillon parks as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of these master plan recommendations.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-71

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							43,200	43,200
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							358,800	358,800
CONTINGENCY							48,000	48,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							450,000	450,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Noble Oaks Park Improvements

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Noble Oaks Park Improvements

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for improvements at Noble Oaks Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: park and educational signage, additional park amenities and water bottle refill station.



**JUSTIFICATION:**

Improvements at Noble Oaks Park as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-72

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN? If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan.
- COMPANION PROJECT? If yes, please explain:
- REVENUE GENERATING? If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							8,100	8,100
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							67,900	67,900
CONTINGENCY							9,000	9,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>85,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							1,000	1,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							85,000	85,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>	<b>85,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Oak Pointe Park Improvements

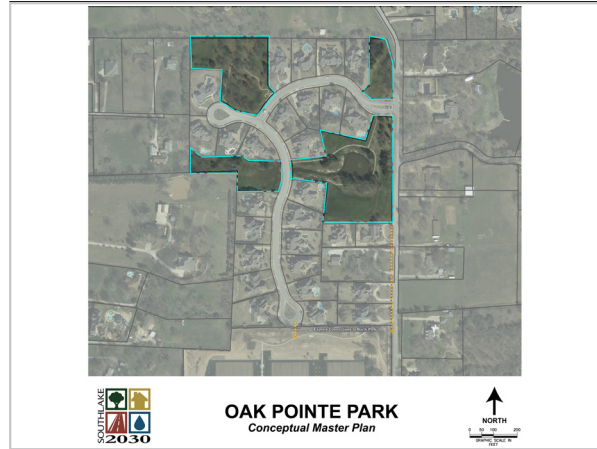
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Oak Pointe Park

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at Oak Pointe Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: trail expansion and connectivity and park amenities.



**JUSTIFICATION:**

Design and development of improvements at Oak Pointe Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-73

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING							9,000	9,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							76,000	76,000
CONTINGENCY							10,000	10,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,000</b>	<b>95,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							1,000	1,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							95,000	95,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,000</b>	<b>95,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### The Cliffs Park Improvements

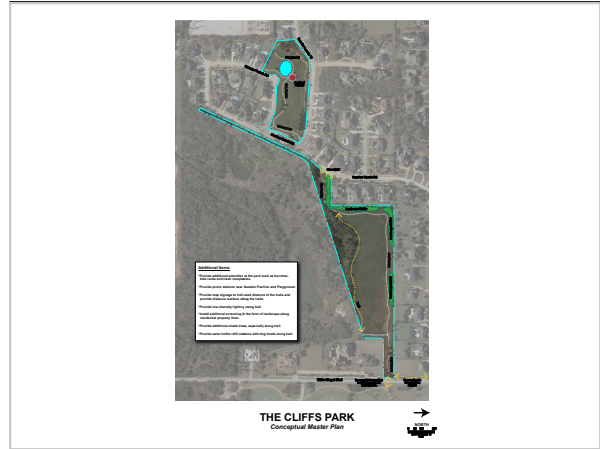
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** The Cliffs Park Improvements

**PROJECT TIMELINE:** TBD to

**DESCRIPTION:**

Funding is planned for the design and development of improvements at The Cliffs Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan. The project scope includes: trail connectivity and distance markers, off street parking, pedestrian crossing at White Chapel Blvd., water bottle refill station, tree planting, irrigation, gazebo, trail lighting, playground, park signage and park amenities.



**JUSTIFICATION:**

Design and development of improvements at The Cliffs Park as per the as per the adopted Southlake 2035 Parks, Recreation & Open Space Master Plan.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendations.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-74

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Parks, Recreation & Open Space Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING							103,500	103,500
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION							851,500	851,500
CONTINGENCY							115,000	115,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,070,000</b>	<b>1,070,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS							25,000	25,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC							1,070,000	1,070,000
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,070,000</b>	<b>1,070,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



# COMMUNITY ENHANCEMENT PROJECTS OVERVIEW

Delivering on our focus areas:



**Quality Development**



**Partnerships & Volunteerism**

**Description:** Projects that improve the overall community design, aesthetic, and accessibility of public areas, including public art, ADA improvements, and city entry features. These projects are identified through several master plans, including the [Southlake 2035 Public Arts Master Plan](#) and the [Urban Design Plan](#).

**Strategic Alignment:**

- Provide attractive & unique spaces for enjoyment of personal interests (C3)
- Collaborate with select partners to implement service solutions (B2)
- Invest to provide & maintain high quality public assets (F2)



COMMUNITY ENHANCEMENT CIP TOTAL PROJECT FUNDING	
Total Prior Funding	\$1,075,000
FY 2022	\$150,000
FY 2023	\$300,000
FY 2024	\$300,000
FY 2025	\$300,000
FY 2026	\$300,000
Beyond	\$150,000
<b>Total</b>	<b>\$2,575,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## COMMUNITY ENHANCEMENT

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Public Art Master Plan Implementation</b>	The purpose of this item is to establish project fund to implement the Southlake 2035 Public Art Master Plan.								
2022-75	Public Art Fund	\$425,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,025,000
<b>Americans with Disabilities Act (ADA) Citywide Improvements</b>	Funding is requested for the design and implementation of recommendations identified by the City of Southlake's ongoing Americans with Disabilities Act (ADA) Transition Plan. Under Federal law, municipal governments are required to: provide accessibility to individuals with disabilities; correct existing issues inside buildings, in public rights of way, and in public parks; and maintain ADA compliance annually for existing infrastructure as well as facilities constructed with new development. This will be an annual program to maintain Federal ADA compliance and to address ADA concerns identified in public buildings, along sidewalks, at intersections and in parks located within the City. (Project incorporates the Pedestrian Safety Project funded in fiscal year 2017)								
2022-76	General Fund	\$400,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$700,000
<b>City Entry Features</b>	The purpose of this item is to establish a project fund for the construction of four entry features at key locations in the City as identified in the Major Corridors Urban Design Plan. Priority locations include FM 1709 near the Southlake/Keller city limits, Brumlow Avenue near Hwy. 26, FM 1938 Davis Blvd (north and south directions near city limits), and North bound Kimball Avenue near State Highway 26. The City has constructed one entry feature to date located on FM 1709 near the Southlake/ Grapevine city limits.								
2022-77	General Fund	\$200,000	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$0	\$800,000
<b>Public Art Matching Funds</b>	The purpose of this item is to provide for a minimum balance of \$50,000 annually within the Public Art Fund Budget in support of the City's Public Art Matching Funds Program as per the recommendations of the Southlake 2035 Public Art Master Plan The current available funding is shown in the "Total Prior Funding" column.								
2022-78	Public Art Fund	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
<b>Community Enhancement Total</b>		<b>\$1,075,000</b>	<b>\$150,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$150,000</b>	<b>\$2,575,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### Public Art Master Plan Implementation

**DEPARTMENT:** Community Services

**PROJECT LOCATION:**

**PROJECT TIMELINE:** 2022 to 2026

**DESCRIPTION:**

The purpose of this item is to establish project fund to implement the Southlake 2035 Public Art Master Plan.



**JUSTIFICATION:**

The purpose of this item is to establish a project fund to implement the Southlake 2035 Public Art Master Plan.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Public Arts Master Plan (Section 7.3; pp. 56-57)

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer funding for FY 2022.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-75

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN	425,000	100,000	100,000	100,000	100,000	100,000	100,000	1,025,000
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	<b>425,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,025,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND	425,000	100,000	100,000	100,000	100,000	100,000	100,000	1,025,000
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>425,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,025,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Americans with Disabilities Act (ADA) Citywide Improvements

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Various Locations within the City

**PROJECT TIMELINE:** Ongoing to

**DESCRIPTION:**

Funding is requested for the design and implementation of recommendations identified by the City of Southlake's ongoing Americans with Disabilities Act (ADA) Transition Plan. Under Federal law, municipal governments are required to: provide accessibility to individuals with disabilities; correct existing issues inside buildings, in public rights of way, and in public parks; and maintain ADA compliance annually for existing infrastructure as well as facilities constructed with new development. This will be an annual program to maintain Federal ADA compliance and to address ADA concerns identified in public buildings, along sidewalks, at intersections and in parks located within the City. (Project incorporates the Pedestrian Safety Project funded in fiscal year 2017)



**JUSTIFICATION:**

Under Federal law, municipal governments are required to: provide accessibility to individuals with disabilities; correct existing issues inside buildings, in public rights of way, and in public parks; and maintain ADA compliance annually for existing infrastructure as well as facilities constructed with new development.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The City could be subject to litigation if facilities are not brought into compliance with ADA standards.

**STRATEGIC FOCUS AREA:** Mobility, Safety & Security, Infrastructure

**PROJECT #:** 2022-76

- New Request
- Continuation Project
- Partnership
- Mandated / Replacement / Major
- Public Health / Safety
- Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref:  
Mobility Master Plan AT13  
Sustainability Master Plan
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	400,000	50,000	50,000	50,000	50,000	50,000	50,000	700,000
CONTINGENCY								0
<b>TOTAL</b>	<b>400,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>700,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	400,000	50,000	50,000	50,000	50,000	50,000	50,000	700,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>400,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>700,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### City Entry Features

**DEPARTMENT:** Planning and Development Services

**PROJECT LOCATION:** Various locations as defined the City's Urban Design Plan

**PROJECT TIMELINE:** FY2023 to FY2026

**DESCRIPTION:**

The purpose of this item is to establish a project fund for the construction of four entry features at key locations in the City as identified in the Major Corridors Urban Design Plan. Priority locations include FM 1709 near the Southlake/Keller City limits, Brumlow Avenue near Highway 26, FM 1938 (north and south directions) near the city limits of Keller (south) and Westlake (north), and northbound Kimball Avenue near the Southlake/Grapevine City limits (near the rail line). The entry portal signage will be similar in design as the signage currently located on FM 1709 near the Gateway Drive Intersection.



**JUSTIFICATION:**

Recommendations for the establishment of entry monument features are identified in the Major Corridors Urban Design Plan. These entry monument features demarcate entrance points into Southlake which help distinguish the City from the surrounding communities. Other benefits of the monument features include creating a sense of place, allowing continued branding of the City.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Entry monument features will not be constructed.

**STRATEGIC FOCUS AREA:** Quality Development

**PROJECT #:** 2022-77

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Major Corridor Urban Design Plan, Wayfinding Signage Plan, and various elements of the Land Use Plan.
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY	200,000							200,000
ENGINEERING & DESIGN, TESTING			20,000	20,000	20,000	20,000		80,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			130,000	130,000	130,000	130,000		520,000
CONTINGENCY								0
<b>TOTAL</b>	<b>200,000</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			2,000	4,000	4,000	10,000		20,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>4,000</b>	<b>4,000</b>	<b>10,000</b>	<b>0</b>	<b>20,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	200,000		150,000	150,000	150,000	150,000		800,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>200,000</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
 CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Public Art Matching Funds

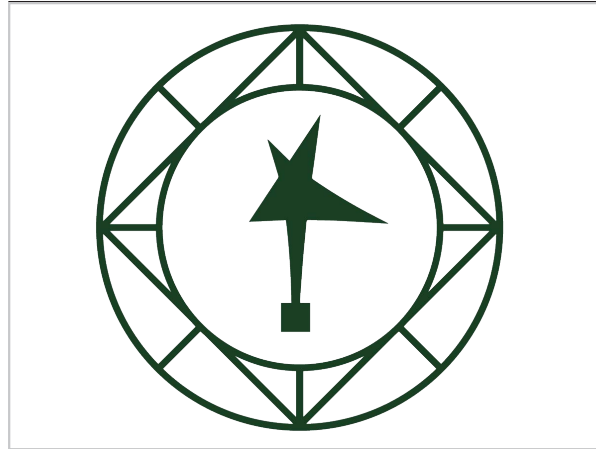
**DEPARTMENT:** Community Services

**PROJECT LOCATION:** TBD

**PROJECT TIMELINE:** 2022 to TBD

**DESCRIPTION:**

The purpose of this item is to provide for a minimum balance of \$50,000 annually within the Public Art Fund Budget in support of the City's Public Art Matching Funds Program as per the recommendations of the Southlake 2035 Public Art Master Plan. The current available funding is shown in the "Total Prior Funding" column.



**JUSTIFICATION:**

The purpose of this item is to provide for a minimum balance of \$50,000 annually within the Public Art Fund Budget in support of the City's Public Art Matching Funds Program as per the recommendations of the Southlake 2035 Public Art Master Plan \*Available funding shown in "Total Prior Funding" column.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2035 Public Arts Master Plan (Section 7.3; pp. 56-57)

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

No additional funding is requested for FY 2022.

**STRATEGIC FOCUS AREA:** Provide attractive & unique spaces for enjoyment of p

**PROJECT #:** 2022-78

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN	50,000							50,000
CONSTRUCTION								0
CONTINGENCY								0
<b>TOTAL</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND	50,000							50,000
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

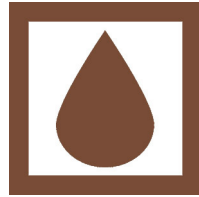
# FACILITIES

## PROJECTS OVERVIEW

Delivering on our focus areas:



Safety & Security



Infrastructure



Quality Development



Partnerships & Volunteerism

**Description:** Projects for the planning, design, and construction of City facilities. The facilities identified in the CIP are implementing recommendations from several master plans, including the [Southlake 2035 Tourism Master Plan](#) and the [Health and Wellness Master Plan](#).

**Strategic Alignment:**

- Achieve the highest standards of safety & security (C1)
- Enhance resident quality of life & business vitality through tourism (B3)
- Provide high quality services through sustainable business practices (B4)
- Invest to provide & maintain high quality public assets (F2)



**FACILITIES CIP TOTAL PROJECT FUNDING**

Total Prior Funding	\$11,120,000
FY 2022	\$16,840,000
FY 2023	\$11,420,000
FY 2024	\$8,200,000
FY 2025	\$6,750,000
FY 2026	\$15,200,000
Beyond	\$-
<b>Total</b>	<b>\$69,530,000</b>

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## FACILITIES

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Municipal Service Center &amp; Public Safety Training Tower Project</b>	Funding is requested for the architectural and engineering, design and construction of a Municipal Service Center and Public Safety Training Tower. The Municipal Service Center will provide expanded facilities to support Utility Billing/Customer Service, Streets & Drainage, Water, Wastewater, Environmental Services, and Traffic Divisions. An expanded Municipal Service Center is required to meet the on-going demands of infrastructure maintenance and to house other divisions needing additional space. The project also includes funding to construct a four-story Public Safety Training Tower with roof access and classroom to provide local training space. The Police Department will use the facility for the following training and programs: use of force decision making, Less- Than-Lethal munitions, building searches/clearing, SWAT (tactical entry, building search/clearing, chemical munitions, etc.), active shooter, K-9 handling, hostage negotiation, rappelling, and the DPS Youth and DPS Leadership academies. The facility would also provide the space for additional uses for other City departments: the Fire Department will use the tower for single and multi-company live-fire training within the city limits and Public Works for confined space training, for example.								
2022-79c	General Fund	\$6,950,000	\$8,000,000	\$1,800,000	\$0	\$0	\$0	\$0	\$16,750,000
2022-79c	Utility Fund	\$1,950,000	\$6,500,000	\$2,000,000	\$0	\$0	\$0	\$0	\$10,450,000
2022-79c	CCPD Fund	\$0	\$410,000	\$3,290,000	\$0	\$0	\$0	\$0	\$3,700,000
	<b>Total</b>	<b>\$8,900,000</b>	<b>\$14,910,000</b>	<b>\$7,090,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,900,000</b>

<b>Champions Club Finish-Out</b>	The purpose of this item is to establish a project fund to complete outstanding issues associated with the completion of Champions Club. Scope to address the following issues: installation of emergency facility generator, audio / visual, outside planter settling, HVAC, water under the pool liner, pool liner staining, rust in pool water supply system, water intrusion into aerobics rooms, etc.								
2022-80	CEDC Fund	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000

<b>Emergency Operations Center Relocation</b>	Funding is requested for the design and construction of the relocation of the City's Emergency Operations Center (EOC) to the first level of DPS Headquarters. The current location poses operational challenges as well as barriers to other technical requirements and security deficiencies identified in the Department of Defense, UFC 4-141-04 Unified Facilities Criteria. Relocation will support a more functional, secure and operationally ready EOC.								
2022-81	CCPD Fund	\$400,000	\$700,000	\$1,130,000	\$0	\$0	\$0	\$0	\$2,230,000

<b>Bob Jones Nature Center &amp; Preserve Barn</b>	The purpose of this item is set aside \$600,000 pending final budget estimates to replace the barn at the Bob Jones Nature Center & Preserve. Scope will include the design, removal of existing barn, construction of a new barn to be utilized as a classroom/event space, HVAC, interior finish out, drainage, utilities, landscape, hardscape, electric/lighting, furniture, fixtures and equipment.								
2022-82	Park Dedication Fund	\$370,000	\$230,000	\$0	\$0	\$0	\$0	\$0	\$600,000

# CAPITAL IMPROVEMENTS PROGRAM (CIP)

## FACILITIES

Project number	Funding Source	Total Prior Funding	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond	Total
<b>Library and Multi-Use Facility</b>	The purpose of this item is to establish a project fund for a combined library and multi-use facility. An up to 60,000 square foot building will be constructed with space for the library and space for multi-purpose uses.								
2022-83	General Fund	\$450,000	\$0	\$3,000,000	\$8,000,000	\$6,550,000	\$15,000,000	\$0	\$33,000,000
<b>Southlake Visitor Information and Amenity Center</b>	The purpose of this item is to establish a project fund for the construction of a Visitor Information and Amenity Center that will include public restrooms to be located in Southlake Town Square.								
2022-84	Hotel Occupancy Tax Fund	\$1,000,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$0	\$1,800,000
<b>Facilities Total</b>		<b>\$11,120,000</b>	<b>\$16,840,000</b>	<b>\$11,420,000</b>	<b>\$8,200,000</b>	<b>\$6,750,000</b>	<b>\$15,200,000</b>	<b>\$0</b>	<b>\$69,530,000</b>

### City of Southlake FY 2022 CIP Project Status Form

#### Municipal Service Center & Public Safety Training Tower Project

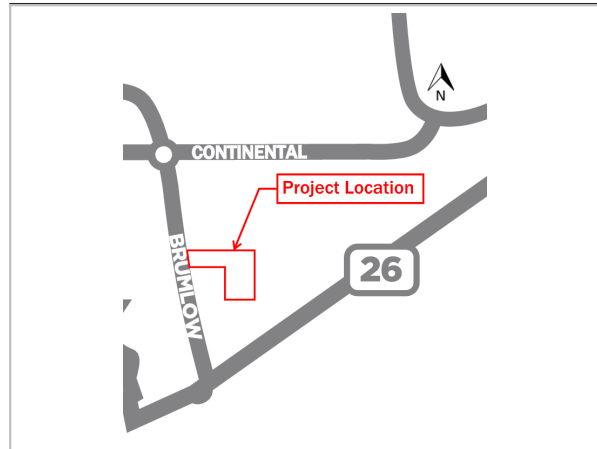
**DEPARTMENT:** Public Works

**PROJECT LOCATION:** Brumlow Ave

**PROJECT TIMELINE:** Oct 2014 to Sept 2025

**DESCRIPTION:**

Funding is requested for the architectural and engineering design and construction of a future Municipal Service Center identified in the Southlake 2030 Parks & Recreation Open Space/Community Facility Master Plan. Facilities are inadequate and undersized for the various divisions currently operating out of the existing facility including Streets & Drainage, Water, Wastewater, Environmental Services, and Traffic. An expanded Municipal Service Center is required to meet the on-going demands of infrastructure maintenance and to house other divisions needing additional space. Facility planning is underway and a firmer financial plan will be made. 1% of project cost dedicated for art work.



**JUSTIFICATION:**

Facilities are inadequate and undersized for the various divisions currently operating out of the existing facility including Streets & Drainage, Water, Wastewater, and Environmental Services. An expanded Municipal Service Center is required to meet the on-going demands of infrastructure maintenance and to house other divisions needing additional space.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The current facility is undersized and unable to accommodate all housed divisions.

**STRATEGIC FOCUS AREA:** Infrastructure, Performance Management

**PROJECT #:** 2022-79c

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: 2030 Parks, Recreation & Open Space / Community Facilities Master Plan - Community Facilities Recommendation # 4
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain:

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING	1,800,000	550,000						2,350,000
LAND & ROW ACQUISITION	4,400,000							4,400,000
LANDSCAPING, ART, URBAN DESIGN					190,000			190,000
CONSTRUCTION		100,000	14,400,000	6,900,000	1,200,000			22,600,000
CONTINGENCY			1,000,000	160,000	200,000			1,360,000
<b>TOTAL</b>	<b>6,200,000</b>	<b>650,000</b>	<b>15,400,000</b>	<b>7,060,000</b>	<b>1,590,000</b>	<b>0</b>	<b>0</b>	<b>30,900,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					95,000	95,000		190,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,000</b>	<b>95,000</b>	<b>0</b>	<b>190,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	6,950,000	8,000,000	1,800,000					16,750,000
CEDC								0
CCPD	0	410,000	3,290,000					3,700,000
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND	1,950,000	6,500,000	2,000,000					10,450,000
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>8,900,000</b>	<b>14,910,000</b>	<b>7,090,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,900,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Champions Club Finish-Out

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Champions Club

**PROJECT TIMELINE:** FY2023 to FY2026

**DESCRIPTION:**

The purpose of this item is to establish a project fund to complete outstanding issues associated with the completion of Champions Club. Scope to address the following issues: installation of emergency facility generator, audio / visual, outside planter settling, HVAC, water under the pool liner, pool liner staining, rust in pool water supply system, water intrusion into aerobics rooms, etc.



**JUSTIFICATION:**

The Marq Southlake project was recommended by the Southlake 2030 Parks, Recreation & Open Space / Community Facilities Master Plan, and approved by the City Council as a priority project for the FY 2016 Community Enhancement and Development Corporation (CEDC) Capital Budget and the FY 2016 - 2019 CEDC CIP.

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2030 PROS/CF Master Plan

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Outstanding items will remain incomplete which could adversely impact operations.

**COMPANION PROJECT?** If yes, please explain:

**STRATEGIC FOCUS AREA:** Quality Development

**REVENUE GENERATING?** If yes, please explain:  
Facility will generate revenue from fees, programs and sales.

**PROJECT #:** 2022-80

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING		150,000						150,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		400,000	350,000					750,000
CONTINGENCY		60,000	40,000					100,000
<b>TOTAL</b>	<b>0</b>	<b>610,000</b>	<b>390,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC		1,000,000						1,000,000
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>0</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1



### City of Southlake FY 2022 CIP Project Status Form

#### Emergency Operations Center Relocation

**DEPARTMENT:** Southlake Fire Department

**PROJECT LOCATION:** 600 State Street, Southlake TX 76092

**PROJECT TIMELINE:** 2021 to 2023

**DESCRIPTION:**

Funding is requested for the design and construction of the relocation of the City's Emergency Operations Center (EOC) to the first level of DPS Headquarters. The current location poses operational challenges as well as barriers to other technical requirements and security deficiencies identified in the Department of Defense, UFC 4-141-04 Unified Facilities Criteria. Relocation will support a more functional, secure and operationally ready EOC.



**JUSTIFICATION:**

Current location and capabilities of the Emergency Operations Center (EOC) does not meet the operational needs and technical requirements of a functional EOC. Facility safety and security requirements addressed in the Department of Defense, UFC 4-141-04 Unified Facilities Criteria, are not met. This will allow staff to stay at the facility for response needs.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The City's ability to respond to and recover from large scale emergency situations is limited with the current facility. If the project is not funded we will be constrained to operate in current conditions leaving us open to operational and security limitations

**STRATEGIC FOCUS AREA:** Safety and Security

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: 2035 Health and Wellness Plan HW30.3, Future Ready EOC.

**COMPANION PROJECT?** If yes, please explain:

**REVENUE GENERATING?** If yes, please explain:

**PROJECT #:** 2022-81

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN; TESTING		187,202						187,202
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION			2,042,798					2,042,798
CONTINGENCY								0
<b>TOTAL</b>	0	187,202	2,042,798	0	0	0	0	2,230,000
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	0	0	0	0	0	0	0	0
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD	400,000	700,000	1,130,000					2,230,000
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	400,000	700,000	1,130,000	0	0	0	0	2,230,000

CCPD: CRIME CONTROL & PREVENTION DISTRICT

CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Bob Jones Nature Center & Preserve Barn

**DEPARTMENT:** Community Services

**PROJECT LOCATION:** Bob Jones Nature Center & Preserve Barn

**PROJECT TIMELINE:** FY 2022 to FY 2022

**DESCRIPTION:**

The purpose of this item is set aside \$600,000 pending final budget estimates to replace the barn at the Bob Jones Nature Center & Preserve. Scope will include the design, removal of existing barn, construction of a new barn to be utilized as a classroom/event space, HVAC, interior finish out, drainage, utilities, landscape, hardscape, electric/lighting, furniture, fixtures and equipment.



**JUSTIFICATION:**

Southlake 2030 Parks, Recreation & Open Space/Community Facilities Master Plan-Tier 3

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement

**2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: Southlake 2030 Parks, Recreation & Open Space/Community Facilities Master Plan-Tier 3

**COMPANION PROJECT?** If yes, please explain:

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Defer completion of this master plan recommendation.

**REVENUE GENERATING?** If yes, please explain:  
Program and rental revenues are anticipated.

**STRATEGIC FOCUS AREA:** Quality Development & Infrastructure

**PROJECT #:** 2022-82

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY	10,900							10,900
ENGINEERING & DESIGN; TESTING		40,000						40,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION		524,100						524,100
CONTINGENCY		25,000						25,000
<b>TOTAL</b>	<b>10,900</b>	<b>589,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS			45,000	45,000	47,500	47,500	50,000	235,000
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>45,000</b>	<b>45,000</b>	<b>47,500</b>	<b>47,500</b>	<b>50,000</b>	<b>235,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND	370,000	230,000						600,000
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>370,000</b>	<b>230,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
CEDC: COMMUNITY ENHANCEMENT & DEVELOPMENT CORPORATION

SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Library and Multi-Use Facility

**DEPARTMENT:** Public Works

**PROJECT LOCATION:** To Be Determined

**PROJECT TIMELINE:** FY 2023 to FY 2026

**DESCRIPTION:**

The purpose of this item is to establish a project fund for a combined library and multi-use facility. An up to 60,000 square foot building will be constructed with space for the library and space for multi-purpose uses.

**SOUTHLAKE**  
PUBLIC LIBRARY



**JUSTIFICATION:**

Facilities are inadequate and undersized for the current Library staff and patrons.

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

The current facility is undersized and unable to properly meet residents' expectations.

**STRATEGIC FOCUS AREA:** Infrastructure, Quality Development

**PROJECT #:** 2022-83

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: 2030 Parks, Recreation & Open Space / Community Facilities Master Plan - Community Facilities Recommendation #2
- COMPANION PROJECT?** If yes, please explain: N/A
- REVENUE GENERATING?** If yes, please explain: N/A

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY	62,700							62,700
ENGINEERING & DESIGN; TESTING			2,500,000					2,500,000
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN				22,200,000	4,500,000	1,237,300		27,937,300
CONSTRUCTION				2,125,000	375,000			2,500,000
CONTINGENCY								0
<b>TOTAL</b>	<b>62,700</b>	<b>0</b>	<b>2,500,000</b>	<b>24,325,000</b>	<b>4,875,000</b>	<b>1,237,300</b>	<b>0</b>	<b>33,000,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS					40,000	80,000		120,000
PERSONNEL COSTS						400,000		400,000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>480,000</b>	<b>0</b>	<b>520,000</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND	450,000	0	3,000,000	8,000,000	6,550,000	15,000,000	0	33,000,000
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
PUBLIC ART FUND								0
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>450,000</b>	<b>0</b>	<b>3,000,000</b>	<b>8,000,000</b>	<b>6,550,000</b>	<b>15,000,000</b>	<b>0</b>	<b>33,000,000</b>

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SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION

TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1

### City of Southlake FY 2022 CIP Project Status Form

#### Southlake Visitor Information and Amenity Center

**DEPARTMENT:** Economic Development & Tourism

**PROJECT LOCATION:** Southlake Town Square

**PROJECT TIMELINE:** TBD to TBD

**DESCRIPTION:**

The purpose of this item is to establish a project fund for the construction of a Visitor Information and Amenity Center that will include public restrooms to be located in Southlake Town Square.



**JUSTIFICATION:**

The Southlake 2035 Tourism Master Plan Number T20 recommends enhancing the visitor experience through the provision of visitor amenities. Assessment and development of a strategy for a visitor services center that could offer serviceable amenities for guests. Center could have single or satellite locations and could also include amenities such as public restrooms and serve as a type of "visitor concierge".

**ALTERNATIVES / IMPACTS IF PROJECT IS NOT FUNDED:**

Lack of visitor amenity and public restrooms in Town Square; Southlake 2035 recommendation not implemented.

**STRATEGIC FOCUS AREA:** Quality Development

**PROJECT #:** 2022-84

- New Request
- Continuation Project
- Partnership
- Mandated / Public Health / Safety
- Replacement / Major Rehab or Protection of Capital Stock
- Community Need / Service Enhancement
- 2030/2035 COMPREHENSIVE PLAN?** If yes, include ref: T20 - Enhance the visitor experience through the provision of visitor amenities.
- COMPANION PROJECT?** If yes, please explain:
- REVENUE GENERATING?** If yes, please explain: Potential for revenue through sales of branded Southlake material.

EXPENDITURE SCHEDULE								
CAPITAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
PLANNING / FEASIBILITY STUDY								0
ENGINEERING & DESIGN, TESTING								0
LAND & ROW ACQUISITION								0
LANDSCAPING, ART, URBAN DESIGN								0
CONSTRUCTION	1,000,000	0	200,000	200,000	200,000	200,000	0	1,800,000
CONTINGENCY								0
<b>TOTAL</b>	<b>1,000,000</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>1,800,000</b>
OPERATIONAL IMPACT								
OPERATIONAL PROJECT COSTS	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
MAINTENANCE COSTS								0
PERSONNEL COSTS								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SCHEDULE								
CAPITAL FUNDING SOURCE	TOTAL PRIOR	2022	2023	2024	2025	2026	UNFUNDED	TOTAL
GENERAL FUND								0
CEDC								0
CCPD								0
PARK DEDICATION FEE FUND								0
HOTEL OCCUPANCY TAX FUND	1,000,000	0	200,000	200,000	200,000	200,000	0	1,800,000
ROADWAY IMPACT FEE FUND								0
SANITARY SEWER IMPACT FEE								0
SPDC								0
STORMWATER UTILITY SYSTEM FUND								0
TIRZ #1								0
UTILITY FUND								0
WATER IMPACT FEE FUND								0
<b>TOTAL</b>	<b>1,000,000</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>1,800,000</b>

CCPD: CRIME CONTROL & PREVENTION DISTRICT  
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SPDC: SOUTHLAKE PARKS DEVELOPMENT CORPORATION  
 TIRZ #1: TAX INCREMENT REINVESTMENT ZONE #1





# APPENDIX

CITY OF SOUTHLAKE  
ADOPTED BUDGET 2022

BJNCP	Bob Jones Nature Center and Preserve
CAFR	Comprehensive Annual Financial Report
CALEA	Commission on Accreditation for Law Enforcement Agencies
CARS	Call-A-Ride Southlake
CCPD	Crime Control and Prevention District
CEDC	Community Enhancement and Development Corporation
CFAI	Commission on Fire Accreditation International
CIP	Capital Improvements Program
CPI	Consumer Price Index
CISD	Carroll Independent School District
CO	Certificates of Obligation
COSO	Committee of Sponsoring Organizations of the Treadway Commission
DPS	Department of Public Safety (Police and Fire Services)
DRC	Development Review Committee
EFT	Electronic File or Funds Transfer
FOSL	Friends of the Southlake Library
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GO	General Obligation
KSB	Keep Southlake Beautiful
P-Card	Procurement Card (City-issued credit card)

PDF	Park Dedication Fund
RFP	Request for Proposal
RIF	Roadway Impact Fee
ROW	Right of Way
S&P	Standard and Poor's
SEC	Securities and Exchange Commission
SIF	Strategic Initiative Fund
SMS	Strategic Management System
SLTS	Southlake Town Square
SOP	Standard Operating Procedure
SPDC	Southlake Parks Development Corporation
SPIN	Southlake Program for the Involvement of Neighborhoods
SSIF	Sanitary Sewer Impact Fee
SWUS	Storm Water Utility System
TCEQ	Texas Commission on Environmental Quality
TIC	True Interest Cost
TIF	Tax Increment Finance
TIRZ	Tax Increment Reinvestment Zone
TISF	Technology Infrastructure and Security Fund
TMRS	Texas Municipal Retirement System
TxDOT	Texas Department of Transportation
UCR	Uniform Crime Reports
WIF	Water Impact Fee



## A

**Accrual Basis Accounting:** A method of accounting for revenues and expenses when earned or incurred instead of when cash is received or spent.

**Actual:** Monies which have already been used or received as opposed to budgeted monies which are estimates of possible funds to be used or received.

**Ad Valorem**—Latin for “value of.” Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property. See property taxes.

**Amortization:** Payment of principal plus interest over a fixed period of time.

**Appropriation:** A legal authorization granted by the City Council to make expenditures and to incur obligations for a specific purpose or program. Usually granted for a one-year period.

**Arbitrage:** The additional investment earnings a municipality receives by borrowing (issuing bonds) at tax exempt rates and investing the proceeds at higher yielding taxable rates. The difference is the arbitrage amount which must be paid to the IRS.

**Assessed Valuation:** The estimated value placed upon real or personal property as the basis for levying property taxes.

**Audit:** An examination to determine the accuracy and validity of records and reports by an agency whose duty it is to make sure the City conforms to established procedures and policies.

## B

**Balance Sheet:** The basic financial statement, which discloses the assets, liability and equities of an entity at a specific date in conformity with Generally Accepted Accounting Principles (GAAP).

**Balanced Budget:** Annual financial plan in which expenses do not exceed revenues.

**Base Budget:** The ongoing cost to maintain the current level of service. Inflation is included in the budget without increasing any level of service.

**Bicentennial Concessions Fund:** This fund is used to account for the revenues and expenditures dedicated for Bicentennial Park use. These funds are derived from the City’s contract with Coca-Cola.

**Bond:** A written promise to pay a specific sum of money (principal) at a specified future date along with periodic interest rate. Bonds are typically used for long-term debt to pay for a particular capital expenditure.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**Budget Amendment:** A procedure used by the City staff and City Council to revise a budget appropriation.

**Budget Calendar:** The schedule of key dates involved in the process of adopting and then executing an adopted budget.

**Budget Hearing:** The public hearings conducted by City Council to consider and adopt the annual budget.

## C

**Capital Assets:** Assets of significant value which have a useful life of several years. Also referred to as fixed assets.

**Capital Budget:** Major capital improvements which are beyond the routine operation of the city are budgeted under separate capital project funds. These projects, which often require more than one year for completion, include items such as expansion of roads and reconstruction of intersections. In total, these projects are referred to as the Capital Budget and are not included in the annual operating budget.

**Capital Improvements Program (CIP):** A plan for capital expenditures to be incurred each year over a fixed period of years, identifying the expected beginning and ending date, and the amount to be expended in each year and the method of financing those expenditures.

**Capital Outlays:** Annual operating expenditures for the acquisition of, or addition to, fixed assets. These expenditures generally cost more than \$5,000, including construction projects, land acquisition, major renovations or repairs to existing grounds or facilities, and equipment purchases.

**Capital Projects:** Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

**Certificate of Obligations (COs):** Similar to general obligation bonds except the certificates require no voter approval.

**Commercial Vehicle Enforcement Fund:** This fund accounts for fines collected from commercial vehicle violations. Use of these funds is restricted for commercial vehicle enforcement, per State law.

**Community Enhancement and Development Corporation (CEDC):** The Community Enhancement and Development Corporation was formed when Southlake voters approved the special levy of a 3/8 cent sales tax in 2015. The funds are dedicated toward the construction of Phase II of The Marq Southlake, a community events and recreation facility. Funds will also be used to support operational expenses related to The Marq as well as special economic development projects.

**Community Enhancement and Development Corporation (CEDC) Debt Service Fund:** The Community Enhancement and Development Corporation Debt Service Fund is used to account for the accumulation of financial resources for

payment of long-term principle and interest costs for debt incurred to construct The Marq Southlake Phase II.

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures.

**Court Security Fund:** The Court Security Fund is used to account for municipal court fees assessed to provide for court security.

**Court Technology Fund:** The Court Technology Fund is used to account for municipal court fees assessed to provide for court technology.

**Crime Control & Prevention District (CCPD):** A citizen approved district that utilizes a half-cent sales tax for the purchase of land and capital improvements for the Department of Public Safety.

**Crime Control & Prevention District (CCPD) Operating Fund:** The Crime Control & Prevention District Operating Fund is a special revenue fund established to account for the operations of the Crime Control District, which was established for the financing and development of crime control projects within the City of Southlake. This fund is funded primarily through the receipt of municipal sales taxes.

**Current Assets:** Those assets which are available or can be made readily available to finance current operations or to pay current liabilities.

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

## D

**Debt Service:** The annual payment of principal and interest on the City's indebtedness.

**Deficit:** The excess of the liabilities of a fund over its assets. The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**Delinquent Taxes:** Taxes that remain unpaid on and after the due date on which a penalty for non-payment is attached.

**Depreciation:** The periodic expiration of an asset's useful life. Depreciation is a requirement, in proprietary type funds (such as enterprise and internal service funds).

## E

**Economic Development Investment Fund:** The Southlake 2030 Economic Development & Tourism Strategic Plan includes the following as recommendation 4.3: "Southlake should establish a fund to use to attract and retain employers, as well as to help retain and expand existing businesses." This fund was created in 2013 for that purpose.

**Encumbrance:** The commitment of appropriated funds to purchase an item or service.

**Enterprise Fund:** A type of proprietary fund containing the activities of funds where the intent is for the direct beneficiaries to pay for all costs of the fund through fees, or where a periodic determination of revenues and expenses is desired by management.

**Effective Tax Rate:** See no new revenue tax rate.

**Expenditures:** Where accounts are kept on the accrual or modified accrual basis of accounting, the costs of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

## F

**Fiscal Year:** Any yearly accounting period, without regard to its relationship to a calendar year. The fiscal year for the City of Southlake begins on October 1 and ends on September 30.

**Fixed Assets:** Assets of a long-term character, which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

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

**FTE:** Acronym which stands for Full-time Equivalent. A numerical expression which indicates the amount of time a position has been budgeted for. A position budgeted at 40 hours per week for 12 months equals 1.0 FTE. Other frequently budgeted levels are 20 hours per week (.5 FTE) to show a position that has been split between two funds because the employee's responsibilities directly affect two funds.

**Fund:** An accounting entity with its own self-balancing set of accounts recording cash and/or other sources of revenues against expenditures for specific activities.

**Fund Balance:** The excess of an entity's assets over its liabilities in a particular fund. A negative fund balance is sometimes called a deficit.

## G

**GAAP:** Stands for Generally Accepted Accounting Principles, which are accounting and reporting standards used for both private industry and government.

**GASB:** Government Accounting Standards Board regulates the rules and standards for all governmental units.

**General Fund:** The City's principal operating fund, which is supported by taxes, fees, and other revenues that may be used for any lawful purpose. The fund of the City that accounts for all activity not specifically accounted for in other

funds. Includes such operations as police, fire, engineering, planning, finance and administration.

**General Obligation Bonds:** Bonds for which the full faith and credit of the issuing government are pledged for payment.

**General Obligation Debt Service Fund:** The General Obligation Debt Service Fund is used to account for the accumulation of financial resources for the payment of principle, interest and related costs on general long-term debt paid primarily from taxes levied by the City. The fund balance of the General Obligation Debt Service Fund is reserved to signify the amounts that are restricted exclusively for debt service expenditures.

## H

**Homestead Exemption:** A partial exemption of property taxes for owners of a residence. Qualifications include owning the house on January 1 and living in the house on January 1 of the tax year in question.

**Hotel Occupancy Tax Fund:** The fund used to account for the received revenue from taxes imposed on hotel guests who pay for a room or space in a hotel. The Hotel Occupancy Tax is authorized under the Texas Tax Code, Chapter 351. The City of Southlake adopted Ordinance No. 769 in February 2000, levying a 7% (.07) tax on the cost of a room.

## I

**Indicator:** A quantitative measure or index which may represent the degree of presence or magnitude of change in a condition.

**Interfund Transfer:** Money transferred from one fund to another.

## K

**Key Accountability Indicator:** A statement that describes in specific and measurable terms the results that the program is expected to achieve within a certain time-frame.

## L

**Levy:** To impose a tax, special assessment or service charge for the support of government activities. The term most commonly refers to the real and personal property tax levy.

**Liability:** Debt or other legal obligation arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

**Library Donations Fund:** This fund was established to account for resources donated for use by City library services.

**Long-Term Debt:** Debt with a maturity of more than one year after the date of issuance.

## M

**Mandate:** A requirement imposed by one unit of government on another unit of government.

**Modified Accrual Accounting:** A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are “measurable” and “available for expenditure”. Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

## N

**No New Revenue Tax Rate:** Tax rate that will generate the same amount of property tax dollars as the previous year, excluding new construction and annexations, when the two years are compared. Formerly referred to as the effective tax rate.

## O

**Operating Budget:** The annual appropriation to maintain the provision of City services to the public.

**Operating Transfer In:** Transfer from other funds which are not related to rendering of service.

## P

**P-Card:** Acronym for procurement card. A City-issued credit card which allows employees to make purchases in a cost effective manner.

**Parks Dedication Fund:** The Parks Dedication Fund was established to account for resources restricted for use by the parks department. The primary source of revenue for the Parks Dedication Fund is user charges for the use of City parks.

**Proprietary Fund:** See Enterprise Fund.

**Proposed Budget:** The recommended and unapproved City budget submitted to the City Council and public in August of each year.

## R

**Reappropriation:** A legal authorization granted by the City Council to reappropriate expenditures to the current budget year for a specific purpose or program that was budgeted but unexpended at the end of the prior year.

**Recycling Fund:** This fund accounts for the revenues and expenditures surrounding the City's contract with its solid waste provider which requires them to make a monthly payment into the recycling fund. This money is used for several recycling projects and initiatives.

**Red Light Camera Fund:** This fund accounts for fines collected from violations issued from the City's red light enforcement camera system. Funds collected by the City of Southlake as a result of violations/citations issued must be used for traffic safety programs.

**Reforestation Fund:** This fund accounts for revenues and expenditures dedicated for reforestation. These funds are derived from assessments related to the tree preservation ordinance and policies.

**Reserve:** A segregation of assets to provide for future use toward a specified purpose.

**Resources:** Total dollars available for appropriations including estimated revenues, fund transfers and beginning fund balances.

**Revenue:** Income received by the City to support programs or services to the community. It includes such items as taxes, fees, user charges, grants, fines, forfeits, interest income and miscellaneous revenue.

**Revenue Estimate:** A formal estimate of how much revenue will be earned from a specific source for some future period; typically, a year.

**Rollback Tax Rate:** See voter-approval tax rate.

## S

**Salaries and Wages:** Amounts paid for services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and seasonal help.

**Special Assessment Debt:** Principal and interest on bonds related to Local Improvement Districts. This type of debt is callable when money is available to make payments which occurs when prepayments are received from property owners. The City budgets as if the entire debt will be paid in the current year, although this is highly unlikely.

**Special Revenue Funds:** General government funds where the source of revenue is dedicated to a specific purpose.

**Southlake Parks Development Corporation (SPDC):** A citizen approved non-profit development corporation established to develop and operate park and recreational facilities. The SPDC utilizes a half-cent sales tax for the purpose of acquiring land and making improvements to parks.

**Southlake Parks Development Corporation (SPDC) Debt Service Fund:** The Southlake Parks Development Corporation Debt Service Fund is utilized to account for the accumulation of financial resources, primarily transfers from other funds, for the payment of long-term principle and interest costs associated with the financing of improvements of the Southlake Parks Development Corporation.

**Southlake Parks Development Corporation (SPDC) Operating Fund:** The Southlake Parks Development Corporation operating fund was established to account for the general operations of the non-profit corporation established to finance, develop and operate park and recreational facilities. The SPDC is funded primarily through the receipt of municipal sales taxes.

**Storm Water Utility District:** The Storm Water Utility District is used to account for the acquisition, operation and maintenance of Southlake's municipal storm water utility, supported primarily by user charges to the public.

**Strategic Initiative Fund:** Fund created in 2005 for the purpose of taking fund balance reserves in excess of the City identified optimal fund balance level and using them for one-time expenditures of high impact projects such as infrastructure maintenance, community enhancement, and capital acquisition.

**Supplemental Request:** A budget request that is not included in the base budget.

## T

**Target-based budget:** A budget process in which departments are provided with a maximum level for their budget requests. The budget office requires separate justification via a Supplemental Request for proposed spending levels that exceed the target.

**Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments, or charges for services rendered only to those who pay, for example, sewer service charges.

**Tax Increment Reinvestment Zone #1 (TIRZ):** A citizen approved financing mechanism that has allowed for the ongoing development of the Southlake Town Square area.



**Tax Increment Finance (TIF) Operating Fund:** The Tax Increment Finance Operating Fund was established to account for the general operations of the TIF, which was formed to finance and make public improvements. The TIF is funded primarily through the assessment of ad valorem taxes.

**Technology Infrastructure and Security Fund:** The Technology Infrastructure and Security Fund was created in FY 2017 to build capacity for current and future technology needs. Expenditures in this fund are used to maintain, enhance and replace technology infrastructure and enterprise software to ensure the City receives the most reliable and best value with technology investments. In order to keep up with the increasing number and complexity of security threats, this fund also supports technology security projects and programs.

**Transfers:** Internal movements of revenue and expenses among funds in the budget to provide needed sources of funding for expenses incurred on behalf of another fund.

## U

**Utility Fund:** The Utility Fund, also known as the Water and Sewer Enterprise Fund, is used to account for the acquisition, operation and maintenance of Southlake's municipal water and sewer utility, supported primarily by user charges to the public.

## V

**Vehicle Replacement Fund:** The Vehicle Replacement Fund is used for the acquisition and replacement of the City's fleet.

**Voter-Approval Tax Rate:** The highest tax rate the taxing unit can set before the City is required to hold an automatic election for approval. Under the Texas Property Tax Reform and Transparency Act of 2019, requires a city to hold an automatic election on the November uniform election date if it adopts a rate exceeding the 3.5 percent voter-approval rate. This rate is formerly referred to as the rollback tax rate.

## W

**Working Capital:** The year-end balance of current assets less current liabilities.

**Workload Measure:** A unit of measure to identify the amount of work or product generated from specific activities. They form the basis for determining the unit's success at reaching its performance objectives.

## INTRODUCTION

The City of Southlake's financial policies and charter provisions set forth the basic framework for the fiscal management of the City. The policies below were developed within the parameters established by the applicable provisions of the Texas Local Government Code and the City of Southlake Charter. Excerpts from the Charter follow the policy portion of this section.

## CITY OF SOUTHLAKE STATEMENT OF FINANCIAL PRINCIPLES

### Accounting, Budgeting, and Financial Planning

- The City will establish accounting practices that conform to generally accepted accounting principles as set forth by the Governmental Accounting Standards Board.
- An independent certified public accounting firm will perform an annual audit and an official comprehensive annual financial report (CAFR) shall be issued no later than 6 months following year-end.
- The independent certified public accounting firm shall provide a management letter, if one is issued, no later than March 31 following the end of the fiscal year.
- The City shall submit the CAFR to the Government Finance Officers Association (GFOA) for the purpose of earning the Certificate of Achievement for Excellences in Financial Reporting.
- The City shall prepare an Annual Operating Budget and submit it for City Council approval prior to September 30.
- The Annual Operating Budget shall be prepared such that current revenues plus net operating transfers will be sufficient to support current expenditures.
- Expenditures from all operating funds shall not exceed the budgeted appropriations (as amended) for these funds.
- An adequate level of maintenance and replacement will be funded each year to ensure that all capital facilities and equipment are properly maintained.
- Charges for services and other revenues will be annually examined and adjusted as deemed necessary to respond to cost increases or any other changing circumstances.
- A three-year financial forecast shall be prepared annually projecting revenues and expenditures for all operating funds. This forecast shall be used as a planning tool in developing the following year's operating budget.

### Investments

- Investments shall be made in conformance with the City's Investment Policy, with the primary objectives of:
  - Safety-preservation of capital in the investment portfolio;
  - Liquidity-portfolio remain sufficiently liquid to meet operating requirements; and,
  - Yield-goal of rate of return of 102% of U.S. treasury curve at average maturity.

### Grants

- All grants and other federal and state funds shall be managed to comply with the laws, regulations, and guidance of the grantor, and all gifts and donations shall be managed and expended according to the wishes and instructions of the donor.

### Tax Collection

- The City shall encourage the Tax-Assessor-Collector to follow an aggressive policy of collecting property tax revenues. An average collection rate of at least 98% of current levy shall be maintained.

### Reserves

- The City's General Fund unreserved ending balance may only be used for one-time purchases such as capital equipment.
- The General Fund unreserved/undesignated balance shall be maintained at a minimum of 15% up to an optimum balance of 25% of annual General Fund expenditures.
- The fund balance in the debt service fund shall be maintained at a minimum level of 4.0% of annual debt service expenditures.
- Utility Fund unreserved/undesignated retained earnings balance shall be maintained at a minimum of 60 up to an optimum balance of 90 days of working capital.

### Debt Management

- Debt financing which includes permanent improvements bonds, revenue bonds, certificates of obligation, lease/purchase agreements and other obligations allowed under Texas law shall be used to acquire or construct land and improvements that cannot be funded by current revenues. The term of debt shall not exceed the expected useful life of the capital asset being financed and in no case shall it exceed 25 years.
- Debt will not be used to fund current expenditures.
- Permanent Improvement Bonds shall normally be issued with a level principal structure. This structure equates to an average life of 11 years or less for a 20-year issue. Interest shall be paid in the first fiscal year after a bond sale and principal must be paid no later than the second fiscal year after the bond sale.
- Each year the City will adopt a Capital Improvements Program (CIP). The plan will recommend specific funding of projects for the following fiscal year and will identify projects for further consideration in years two through five.
- The City is committed to providing continuing disclosure of certain financial and operating data and material event notices as required by Securities and Exchange Commission (SEC) Rule 15c2-12. The Finance Department shall be responsible for the preparation of all disclosure documents and releases required under Rule 15c2-12.
- The City will obtain a rating from at least two nationally-recognized bond-rating agencies on all issues being sold on the public market. Required information will be presented to the rating agencies at least annually in order to maintain ratings on outstanding debt.
- The City shall comply with the Internal Revenue Code Section 148-Arbitrage Regulations for all tax-exempt debt issued. An annual estimate of arbitrage liabilities shall be obtained by the City and recorded on the financial statements.
- A good faith deposit of 2.0% of the par amount of the bond sale shall be presented by the underwriter in the form of a check or surety acceptable to the City and Bond Counsel prior to the approval of the bonds by the Mayor and City Council.
- The City shall use a competitive bidding process in the sale of the debt unless the use of a negotiated process is warranted due to market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively-issued debt on a true interest cost (TIC) basis.
- The City welcomes ideas and proposals from investment bankers and will seek to give first consideration to those firms that submit unique and innovative ideas that benefit the City. Unsolicited proposals should be submitted to the City's Finance Department.

- The selection of an underwriter or group of underwriters for a negotiated sale shall be based on the following factors:
  - Participation in the City’s competitive sales;
  - Submission of unique or creative proposals;
  - Qualifications of firm; and,
  - Size and geographic distribution of their sales staff.
- All professional service providers selected in connection with the City’s debt issuance and management program shall be chosen through a competitive process such as request for proposals (RFP’s) on an as needed basis.
- An advance or current refunding of outstanding debt shall only be considered when present value savings of at least 4.25% of the principal amount of the refunded bonds are produced, unless a debt restructuring or bond covenant revisions are necessary. Savings from refunding will be distributed evenly over the life of the refunded bonds.
- An analysis of the risks and potential rewards of a derivative product for debt management must be prepared before the structure is selected. The City’s Bond Counsel must opine that the City is authorized to enter into the necessary agreements under all existing statutes.
- The use of reimbursement resolutions shall be encouraged as a cash management tool for debt funded projects. Reimbursement resolutions may be used for any project that has been approved in the City’s Capital Budget. Reimbursement resolutions may be used for other projects if the projects are revenue supported or funded within the departments’ operating budget.
- The City shall obtain a clear opinion from qualified legal counsel that the City is not liable for the payment of principal and/or interest in the event of default by a conduit borrower. If no such opinion can be obtained, the conduit borrower will be required to purchase insurance or a letter of credit in the City’s name in the event of default. Examples of a conduit issuer are special authorities, tax increment finance districts, public improvement districts, or industrial development issuers.

### Debt Management-Ratio Targets

- The ratio of net debt (total outstanding tax-supported general obligation debt less debt service fund balance) to total taxable assessed valuation shall not exceed 2.0%. This excludes debt of overlapping jurisdictions. The City shall structure its bond issuance to achieve and maintain a debt-to-assessed value of 2.0% or less.
- The ratio of debt service expenditures to total expenditures (General Fund operating expenditures and debt service combined) shall not exceed 20%.
- The Finance Department shall prepare an analysis of the impact of adopted tax-supported debt prior to the issuance of the additional debt. The analysis shall project the debt ratios described above as well as any other applicable debt ratios.

### Debt Management-Certificates of Obligations

- It is the City’s priority to fund capital expenditures with cash or voter approved debt. However, non-voter approved debt may be used for capital expenditures as an alternative to lease/purchase or other financing options if the capital expenditure is:
  - Urgent;
  - Necessary to prevent an economic loss to the City;
  - Revenue generating and expected to cover debt service out of the revenue source; and,
  - Non-voter approved debt is the most cost effective financing option available.
- The average maturity of non-voter approved debt shall not exceed the average life of the capital items financed.
- Capital items financed with non-voter approved debt shall have an expected economic life of at least three years.

## CITY OF SOUTHLAKE CHARTER

### CHAPTER IX - FINANCE

#### A.

#### BUDGET

##### 9.01. Fiscal Year.

The fiscal year of the City shall begin on the first day of October and end the last day of September of each calendar year. Such fiscal year shall also constitute the Budget and Accounting Year.

##### 9.02. Annual Budget.

Operating Budget. The operating budget shall provide a complete financial plan of all City funds and activities and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the Council may require. A budget message explaining the budget both in fiscal terms and in terms of the work programs shall be submitted with the budget. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, and indicate any major changes from the current year in financial policies, expenditures, and revenues, with reason for such changes. It shall also summarize the City's debt position and include such other material as the City Manager deems advisable. The budget shall begin with a clear, general summary of its contents, shall show in detail all estimated income, indicating the proposed property tax levy, property value to which it is to be applied, and all proposed expenditures, including debt service, for the ensuing fiscal year. The proposed budget expenditures shall not exceed the total of estimated income and unencumbered funds from previous years. The budget message shall be so arranged as to show comparative figures of the prior year, actual and estimated income, and expenditures of the current fiscal year, all compared to the estimate of the budgeted year. It shall include in separate sections:

- (a) An itemized estimate of the expense of conducting each department, division and office;
- (b) Reasons for proposed increases or decreases of such items of expenditure compared with the current and prior fiscal year;
- (c) A separate schedule for each department, indicating tasks to be accomplished by the department during the year, and additional desirable tasks to be accomplished if possible;
- (d) A statement of the total probable income of the City from taxes for the period covered by the estimate;
- (e) Tax levies, rates, property values, and collections for the preceding five (5) years;
- (f) An itemization of all anticipated revenue from sources other than the tax levy;
- (g) The amount required for interest on the City's debts, for sinking fund and for maturing serial bonds;
- (h) The total amount of outstanding City debt, with a schedule of maturities on bond issues;
- (i) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition; subsidiary budgets for each utility giving detailed income and expenditure information shall be attached as appendices to the budget; and

(j) Such other information as may be required by the Council or deemed desirable by the City Manager.

#### 9.03. Capital Facilities and Property Budget.

A five (5) year Capital Facilities and Property Budget, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, shall provide the following items:

(a) A summary of proposed programs;

(b) A list of all capital facilities and property improvements which are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

(c) Cost estimates, method of financing and recommended time schedules for each such improvement with the estimated effect on the tax levy, and;

(d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired over the five (5) year period.

#### 9.04. Submission.

The City Manager shall submit to the Council a proposed budget and accompanying message on or before the fifteenth day of August of each year. The Council shall review the proposed budget and revise it as deemed appropriate prior to the general circulation for public hearing.

(Amended on May 5, 2001)

#### 9.05. Public Notice and Hearing.

The public notice and hearing shall be held in accordance with state law.

(Amended on January 19, 1991; Amended on November 6, 2007).

Editors Note: Notice of public hearings is required in V.T.C.A., Local Government Code §§ 102.006(c) and 102.0065.

#### 9.06. Amendment before Adoption.

After the public hearing, at a regular or special meeting, the Council may adopt the budget with or without amendment. In amending the budget, it may add or increase any programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

#### 9.07. Adoption.

The Council shall adopt the budget by ordinance not later than the 30th day of September. Adoption of the budget will require an affirmative vote of at least four of all the members of the Council. Adoption of the budget shall constitute appropriations of the amount specified therein as expenditures from the fund indicated, and shall constitute a levy of the property tax therein proposed.

#### 9.08. Defect Shall Not Invalidate Tax Levy.

Errors or defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not nullify the tax levy or the tax rate.

#### 9.09. Failure to Adopt a Budget.

If the Council fails to adopt the budget by the 15th day of September the amounts appropriated for the current fiscal year shall be deemed adopted for the ensuing fiscal year on a month-to-month basis with all items in it pro-rated accordingly until such time as the Council adopts a budget for the ensuing fiscal year. The levy of property tax normally approved as a part of the budget adoption will be set to equal the total current fiscal year receipts, unless the ensuing fiscal year budget is approved by September 30th of the current fiscal year.

#### 9.10. Public Records.

Copies of the approved operation budget, capital facilities and property budget and supporting papers shall be filed with the City Secretary and shall be public records available to the public upon request.

#### 9.11. Specified Reserve Fund.

Specified reserve funds may be created for specific purposes, and may be used only for such purposes.

### B.

#### AMENDMENTS AFTER ADOPTION

#### 9.20. Supplemental Appropriations.

If during the fiscal year the City Manager certifies that there are revenues available for appropriation in excess of those estimated in the budget, the Council may make supplemental appropriations to fund the appropriations as desired or carry the excess into the next fiscal year.

#### 9.21. Emergency Appropriations.

To meet a public emergency created by a natural disaster or man-made calamity affecting life, health, property, or the public peace, the Council may make emergency appropriations. Such appropriations may be made by emergency ordinance in accordance with the provisions of 3.14 of this Charter.

In such case, the Council may by emergency ordinance, authorize the issuance of emergency notes, but the emergency notes and renewals shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriations were made.

State Law References: Emergency expenditure, V.T.C.A., Local Government Code § 102.009.

#### 9.22. Reduction of Appropriations.

If at any time during the fiscal year it appears probable to the City Manager that the revenues available will be insufficient to meet the amount appropriated, the City Manager shall report to the Council without delay, indicating the estimated amount of the deficit, any remedial actions taken by the City Manager and his/her recommendations as to any other steps to be taken. The Council shall then take such further action as it deems necessary to prevent or

minimize any deficit, and for that purpose the Council may by ordinance reduce one or more appropriations.

#### 9.23. Transfer of Appropriations.

At any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, division, or office and, upon written request by the City Manager, the Council may by ordinance transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

#### 9.24. Limitations.

No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.

#### 9.25. Effective Date.

The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption of the ordinance or budget amendments.

### C.

#### BORROWING

#### 9.30. Authority to Incur Indebtedness.

The Council shall have the power to incur, create, refund and refinance indebtedness and borrow money for public purposes; to issue special or general obligation bonds, revenue bonds, funding and refunding bonds, time warrants and other evidences of indebtedness and to secure and pay the same in the manner and in accordance with the procedures provided and required by state law.

Editors Note: Municipal bonds, Vernon's Ann. Civ. St. art. 701 et seq.

#### 9.31. General Obligation Bonds.

The City shall have the power to borrow money on the credit of the City and to issue general obligation bonds for permanent public improvements or for any other public purpose not prohibited by law and this Charter and to issue refunding bonds to refund outstanding bonds previously issued. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for purposes for which they were issued. Any bond, excluding refunding bonds, to be issued under the provisions of this section shall not be issued without an election held in accordance with the provisions of state law.

#### 9.32. Revenue Bonds.

The City shall have the power to borrow money for the purpose of constructing, purchasing, improving, extending or repairing of public utilities, recreational facilities or any other self-liquidating municipal function not prohibited by the Constitution and laws of the State of Texas, and to issue revenue bonds to evidence the obligation created thereby.



Such bonds shall be a charge upon and payable from properties, or interest therein pledged, or the income therefrom, or both. The holders of the revenue bonds shall never have the right to demand payment thereof out of monies raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas.

#### 9.33. Bonds Incontestable.

All bonds of the City having been issued and sold and having been delivered to the purchaser thereof, shall thereafter be incontestable and all bonds issued to refund in exchange for outstanding bonds previously issued shall and after said exchange, be incontestable.

#### 9.34. Borrowing in Anticipation of Property Tax.

In any budget year, the Council may, by resolution, authorize the borrowing of money in anticipation of the collection of the property tax for the same year whether levied or to be levied. Notes may be issued for periods not exceeding one (1) year and must be retired by the end of the budget year in which issued.

#### 9.35. Use of Bond Funds.

Any and all bond funds approved by a vote of the citizens of Southlake will be expended only for the purposes stated in the bond issue.

#### 9.36. Certificates of Obligation.

All certificates of obligation issued by the City shall be approved by ordinance and issued in accordance with the laws of the State of Texas.

#### 9.37. Sale of Bonds.

No bonds issued by the City shall be invalid because they are sold for less than par value and accrued interest. The Council shall have the right to reject any or all bids.

### D.

#### ADMINISTRATION OF BUDGET

#### 9.40. Payments and Obligations Prohibited.

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the City Manager or the City Manager's designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriations and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization or payment or incurring of obligation in violation of the provisions of this Charter shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligations, and said officer shall also be liable to the City for any amount so paid. However, this prohibition shall not be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

#### 9.41. Financial Reports.

The City Manager shall submit to the Council at its second formal meeting each month the financial condition of the City budget items and budget estimates versus accruals for the preceding month and for the fiscal year to date. Such records are to be made public by the Council during open meeting. The financial records of the City will be maintained in accordance with accepted principles recommended by the American Institute of Certified Public Accountants and by the National Steering Committee on Governmental Accounting.

#### 9.42. Independent Audit.

At the close of each fiscal year, and at such times as it may be deemed necessary, the Council shall cause an independent audit to be made of all accounts of the City by a Certified Public Accountant. The Certified Public Accountant shall have no personal interest, directly or indirectly, in the financial affairs of the City or any of its officers. Upon completion of the audit, the audit shall be immediately posted on the City's website in its entirety and copies of the audit placed on file in the City Secretary's office as a public record.

(Amended on November 6, 2007)

#### 9.43. Purchasing.

The Council may, by ordinance, confer upon the City Manager general authority to contract for expenditures without further approval of the Council for all budgeted items not exceeding limits set by the Council. All contracts for expenditures involving more than the set limits must be expressly approved in advance by the Council. All contracts or purchases involving more than the limits set, shall be let to the bidder whose submittal is among those most responsive to the needs of the City after there has been opportunity for competitive bidding as provided by law or ordinance; provided that the Council, or City Manager in such cases as he/she is authorized to contract for the City, shall have the right to reject any and all bids.

Emergency contracts as authorized by law and this Charter may be negotiated by the Council, or City Manager if given authority by the Council, without competitive bidding. Such emergency shall be declared by the City Manager and approved by the Council or may be declared by the Council.

(Amended on November 6, 2007)

State Law References: Purchasing and contracting authority of municipalities, V.T.C.A., Local Government Code ch. 252.

#### 9.44. Lapse of Appropriations.

Every appropriation, including capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been extended or encumbered.

**CITY OF SOUTHLAKE  
FUND BALANCE POLICY  
(ADOPTED AUGUST 1993)  
(AMENDED SEPTEMBER 2011)**

The City of Southlake's goal shall be to maintain a fund balance in the General Fund equal to a minimum of 15% of General Fund budgeted operating expenditures, with the optimum goal of 25%.

The City of Southlake's goal shall be to maintain a fund balance of 60 days of working capital in the Utility Fund, an Enterprise Fund, with the optimum goal of 90 days of working capital.

The City of Southlake shall also maintain Reserve Funds for all statutorily required reserve funds to guarantee debt service.

The reserves shall be created and maintained to provide the capacity to:

1. Offset significant downturns in revenues;
2. Provide for emergency expenditures;
3. Provide sufficient working capital; and,
4. Provide a sufficient cash flow for daily financial needs at all times.

In September 2011, City Council amended the policy to change the reporting presentation of fund balance to include fund balance categories and classifications in accordance with GASB 54.

## CITY OF SOUTHLAKE TIRZ #1 EXPENDITURE GUIDELINES

- GUIDING PRINCIPLE: Expenditures of TIRZ #1 Funds will support implementation of the Project and Financing Plan.
- Expenditures will comply with statutory provisions.
- Expenditures will support implementation of comprehensive plan recommendations related to:
  - Pedestrian connectivity
  - Public parks
- Expenditures will support the development of public infrastructure within the zone:
  - Streets
  - Water
  - Waste water
  - Storm water
  - Parking facilities
- Expenditures will support operations and public space maintenance needs for:
  - Southlake Town Hall
  - DPS Headquarters
  - Public parks and other public spaces
  - Infrastructure
- Expenditures will support the following school safety initiatives:
  - Improvements to educational facilities within the zone necessary to enhance school safety
  - Funding for School Resource Officers serving in facilities located within the Zone

## CITY OF SOUTHLAKE HOTEL OCCUPANCY FUND EXPENDITURE GUIDELINES

- Expenditures will comply with statutory provisions.
- Expenditures will support implementation of the Tourism Master Plan which is focused on achieving a healthy tourism economy that is compatible with Southlake’s guiding principles and way of life.
- Provide funding to enhance the visitor experience through the provision of visitor amenities to include:
  - Funding for the operation and promotion of an alternative mode of transportation with stops at key locations in the City.
  - Funding for ongoing maintenance and expansion of free public Wi-Fi in Town Square and other visitor-centric locations.
  - Funding for the provision of a visitor services center.
- Through annual transfer to the Public Art Fund, provide continued investment in enhancing public spaces through the installation of public art in accordance with implementation of the Public Art Master Plan. Per State statute, the annual transfer shall not exceed 15% of revenues collected.
- Funding for mega, major or regional events as defined below shall:
  - Meet or exceed desired return on investment (ROI) calculated utilizing methodology established by the Chief Financial Officer
  - Not exceed 20% of total annual expenditures unless increase in event expenditures results in a corresponding increase in ROI as established by the CFO.
  - Event definitions:
    - Mega Events: Primarily national / international participants. Primarily national / international audience. Extensive media coverage. Significant and widespread benefits.
    - Major Events: Significant proportion of national participants. National audience. Significant media coverage. High level of benefits.
    - Regional Events: Primarily regional participants with some national and/or local participation. Primarily regional audience. Some media coverage. Some level of benefits but to a lesser degree than major events.

## CITY OF SOUTHLAKE

### ECONOMIC DEVELOPMENT INVESTMENT FUND EXPENDITURE GUIDELINES

- **GUIDING PRINCIPLE:** Expenditures of Economic Development Investment Funds will stimulate the local economy by providing funding to achieve the City's strategic economic development goals
- Expenditures will support implementation of the Economic Development Master Plan which is focused on achieving a vibrant, sustainable economy.
- Expenditures for public investment that have no alternate funding source which may include:
  - Project enhancements desired by the City that meet established development goals such as open space preservation
  - Up-front incentive designed to address unique needs such as job creation tied to occupancy of an historically vacant property or job retention related to redevelopment
- Non-recurring studies or planning needs that promote growth in target industries.
- Non-recurring marketing and other recruitment efforts designed to support the development of target industries.

# CITY OF SOUTHLAKE POLICY STATEMENT FOR PUBLIC INVESTMENT RELATED TO ECONOMIC DEVELOPMENT

## General Purpose and Objectives of Incentives

The City of Southlake is committed to an ongoing improvement in the quality of life for its citizens through the attraction and retention of high quality development that drives a dynamic and sustainable economic environment. Southlake will, on a case-by-case basis, consider providing inducement packages as a stimulus for economic development activity including business attraction, relocation and retention.

## Public Funds Investment Guiding Principles

In carrying out its economic development objectives, the City of Southlake will adhere to the following guiding investment principles to best determine the strategic investment of its resources in eligible projects:

- Project supports comprehensive plan implementation
- Project will retain, expand, or attract targeted industries
- Project will contribute to a top-tier workforce by retaining or expanding daytime population and preferred job types
- Project includes preferred quality of life benefits such as open space preservation and project enhancements
- Public investment is performance-based and considers reasonable return on investment via direct financial return and other indirect benefits
- Investments will be made into projects sponsored by a financially-viable company in good legal standing with the City and State
- Project will make a unique or unequalled contribution to development or redevelopment efforts in the City of Southlake, due to its magnitude, significance to the community or aesthetic quality

## Criteria

Recommendations for investment will be based on evaluation of criteria including the following:

<b>Fiscal Impact</b>	<ul style="list-style-type: none"> <li>• What is the estimated total value of capital investment for buildings, other real property improvements and furniture, fixtures and equipment?</li> <li>• What is the value of the Real and Business Personal Property that will be added to the tax rolls?</li> <li>• How much direct sales tax will be generated?</li> <li>• Will infrastructure construction be required?</li> <li>• Will the project generate overnight stays in the community? If so, how many annually?</li> <li>• What is the estimated return on public investment?</li> </ul>
<b>Employment Impact</b>	<ul style="list-style-type: none"> <li>• How many jobs will be brought to Southlake?</li> <li>• How many jobs will be retained?</li> <li>• What types of jobs will be created?</li> <li>• What will the total annual payroll be?</li> <li>• What is the average annual salary of jobs created and/or retained?</li> </ul>
<b>Community Impact</b>	<ul style="list-style-type: none"> <li>• How compatible is the project with the City's comprehensive plan goals?</li> <li>• How does the project support goals related to preferred quality of life benefits such as preservation of open space and project enhancements?</li> </ul>
<b>Project Eligibility</b>	<ul style="list-style-type: none"> <li>• Does the project meet the following minimum preferred thresholds?                             <ul style="list-style-type: none"> <li>○ Capital investment: \$5,000,000</li> <li>○ Jobs created or retained: 100</li> <li>○ Average annual total compensation of jobs created or retained: \$50,000</li> <li>○ Average education level: 4-year degree</li> <li>○ Target industry alignment</li> </ul> </li> <li>• If the project does not meet the preferred thresholds, will it make a unique or unequalled contribution to the development or redevelopment efforts in the City? How?</li> </ul>

**Target Industries**

The Southlake 2035 Economic Development Master Plan specifies these target industries:

<p><b>Niche Retail</b></p>	<ul style="list-style-type: none"> <li>• Full-service and limited-service restaurants (unique, independent restaurants, farm-to-table, chef-driven, etc.)</li> <li>• Specialty grocery (organic/local, specialty foods, dine-in or take-away house made prepared foods, artisanal cafe, wine and cheese from around the globe)</li> <li>• House &amp; home retail (furnishings and appliances, home design showrooms, smart home technology)</li> <li>• Health, beauty and wellness (salons, spas, fitness training/gyms, yoga studios)</li> <li>• Culinary Hub (farm-to-table, farmers market, specialty food retailers, commercial grade kitchens, culinary business incubator)</li> </ul>
<p><b>Office</b></p>	<ul style="list-style-type: none"> <li>• Corporate headquarters and regional offices (large scale, build-to-suit campus office)</li> <li>• Multi-tenant garden-style (professional services: accountants, engineers/planners/architects, information technology, lawyers, advertising and media, management consulting, actuary)</li> </ul>
<p><b>Medical and Healthcare</b></p>	<ul style="list-style-type: none"> <li>• Health, beauty and wellness (specialized facilities for cosmetic procedures, healthy living, etc.)</li> <li>• Specialized pediatric and senior clinic / outpatient facilities</li> <li>• Specialized medical facilities for surgical procedures (implanted medical devices, bariatric, etc.)</li> <li>• Medical/wellness hub along SH 114</li> <li>• Research &amp; Development Center</li> </ul>
<p><b>Finance, Insurance and Wealth Management</b></p>	<ul style="list-style-type: none"> <li>• Corporate headquarters and regional offices</li> <li>• Professional services</li> </ul>
<p><b>Information Technology and Media</b></p>	<ul style="list-style-type: none"> <li>• Corporate headquarters and regional offices</li> <li>• Professional services</li> <li>• Telecommunications</li> </ul>
<p><b>Biotechnology and Pharmaceuticals</b></p>	<ul style="list-style-type: none"> <li>• Corporate headquarters and regional offices</li> <li>• Research and development</li> </ul>



**Eligible Activities**

Investment funds may be used for one or more of the following eligible activities to assist a targeted industry in locating in the City or to facilitate a redevelopment project:

- Capital investments related to real property construction and acquisition
- Improvements to an existing building
- On-site and/or off-site infrastructure
- Site enhancements that the City may choose to support in order to encourage upgraded aesthetics or amenities. Examples include parks and open space, public art, decorative fountains, underground utilities and enhanced landscaping
- Other purposes which bring value to the community as determined by the Southlake City Council

**Exclusionary Factors**

Even though a project might meet all of the minimum project qualifications, it will not be considered for public investment if any of the following factors apply:

- If the project would, for any reason, result in a net reduction of the ad valorem tax valuation of all facilities in the City owned by the company, or its parent, subsidiary or affiliated companies, assistance will not be provided.
- Investment will not be provided to companies not in good legal standing with the state or that have not met their obligations as businesses in the City of Southlake.
- No prior commitment to investment shall be binding if the company originally receiving the assistance assigns it to another company, unless the City has consented to such assignment in writing, as specified in an approved investment agreement.
- The financial condition of the company receiving the assistance must not be such that the ability of the company to meet its obligations is uncertain.

**Available Investment Tools**

The following economic development investment tools are available for use by the City of Southlake for those economic development projects that meet the eligibility criteria. Not all tools are available for each project and projects may be offered more than one tool. The type and number of investment tools to be used is the sole discretion of the Southlake City Council. Investment from the City of Southlake does not preclude other state and county incentives.

<b>Tax abatement</b>	This is a tool whereby all or a portion of the increase in the value of real and/or business personal property can be exempted from taxation. Legal authority for tax abatements comes from Chapter 312 of the Texas Property Tax Code; therefore, cities must meet the provisions of the Code when using abatements.
<b>Chapter 380 economic development grants</b>	This incentive option is authorized under Chapter 380 of the Texas Local Government Code. It is an agreement between the taxpayer and taxing entity to offer a variety of fee-based or tax-based incentives, grants (which may or may not be repaid), or rebates. This is a flexible option, but there are certain state law requirements that must be met in all cases.
<b>Infrastructure participation</b>	The City of Southlake has a track record of facilitating development through enhancement of water, sewer and roadway infrastructure relevant to sites selected for significant projects as needed.
<b>Tax Increment Reinvestment Zone</b>	Tax Increment Financing is a tool to finance public improvements within a defined area. The improvements should enhance the environment and attract new investment. The statutes governing tax increment financing are in Chapter 311 of the Texas Tax Code.
<b>Public Improvement Districts (PID)</b>	A PID is a defined geographical area established to provide specific types of improvements or maintenance within the area which are financed by assessments against the property owners within the area. Chapter 372 of the Texas Local Government Code authorizes the creation of PIDs by cities.
<b>Fee waivers or reimbursement</b>	The City of Southlake will consider a waiver or reimbursement of development fees on eligible projects.

### Other Southlake Financial Policies Governing Public Funds Investment Considerations

Southlake has the following additional policies and guidelines that further define specific types of public investment.

- Tax Abatement Policy
- Economic Development Investment Fund Expenditure Guidelines
- Southlake TIRZ #1 Expenditure Guidelines
- Hotel Occupancy Tax Fund Expenditure Guidelines

Economic development office staff can provide copies of these documents and review applicability prior to submission of a request.

### Return on Investment Considerations

Each eligible project must provide a return on investment (ROI) for the public funds investment provided. The City of Southlake calculates ROI for both direct and indirect benefits. The specific ROI will be determined through analysis of:

- The project's total capital investment and resulting taxable value generating an annual increase of property tax revenue
- The number and types of jobs to be created or retained
- The project's estimated ability to generate direct sales tax revenue as well as indirect sales tax revenue
- The project's estimated ability to generate overnight stays that result in direct hotel occupancy fund revenue as well as indirect revenue associated with visitors contributing to the Southlake economy

### How to Apply

Fill out and submit a Request for Investment Application. Application forms, deadlines and meeting information can be obtained by contacting the economic development office at 817-748-8039 or by email at [econdev@ci.southlake.tx.us](mailto:econdev@ci.southlake.tx.us). A full review of the application with the economic development staff is recommended prior to submission.

### Process

Requests for public investment are facilitated by the economic development and finance staff through a process described in the "Procedure for Investment Consideration" which is provided as an attachment to the Request for Investment Application document. All proposed incentives are subject to review and comment by the Community Enhancement and Development Corporation Board and final City Council approval.

*All public investment will be considered on a project-by-project basis by applying the guidelines in this policy statement. The City is not obligated to make any investments. In considering whether or not to provide investment in a project and if so how much, the City will take into account assistance made by private sources to support the project locating in the City. The guidelines in this policy statement are only applicable to projects for which a completed Request for Investment Application has been submitted to the City's Economic Development Department. These guidelines are subject to change, and any changes will be applied to all projects for which a final Economic Development Investment Agreement has not yet been approved by the City Council.*

TAXATION**What is the current tax rate?**

The FY 2022 tax rates are shown below. These rates are based on the certified Tarrant Appraisal District taxable values.

General Fund	.325
Debt Service	.065
Total	.390

The FY 2022 tax rate of \$0.390 is \$0.015 less than the FY 2021 tax rate of \$0.405.

**What revenue does one cent on the property tax rate generate?**

The certified total taxable value (discounted for value protest) provided by the appraisal districts for FY 2022 budget is \$8,220,731,143 (net TIF). One cent is the equivalent of \$822,073 (net TIF) in revenue to the City of Southlake.

**What percentage change occurred from the FY 2021 certified tax base to the FY 2022 tax base?**

The percentage change from FY 2021 certified taxable value to FY 2022 certified was 5.8% (net TIF).

**What additional revenue will this growth generate for the General Fund?**

The City of Southlake is proposing a reduced tax rate for FY 2022, which returns 100% of the growth generated back to the tax payer.

**What is the distribution of the tax base between residential and commercial property?**

In FY 2022, residential property accounted for 70% and commercial/industrial/retail property accounted for 30% of the total tax base.

**What is meant by the terms “No New Revenue Rate” and “Voter Approval Rate”?**

The “no new revenue rate” (formerly called the effective tax rate) is the rate which would generate the same tax revenue in the new year as in the current year, for properties on the roll in both years. The “Voter Approval Rate” (formerly called the rollback rate) is that rate which is three and a half percent higher than the maintenance and operation portion of the no new revenue rate, plus the required debt service for the new year. These calculations determine how the City of Southlake will advertise taxation plans under state truth-in-taxation laws.

**What is Southlake's no new revenue rate and voter approval rate for FY 2021?**

The no new revenue tax rate for FY 2022 is \$0.3971, which is 1.8% higher than the proposed rate of \$0.390. The voter approval rate (adjusted for unused increment rate) for FY 2022 is \$0.435175.

### What percentage change are we anticipating in general fund sales tax revenue for FY 2021 (Adopted) to FY 2022 (budget)?

It is estimated that we will collect \$16,405,450 in General Fund sales tax in FY 2022. This number represents a 14.6% decrease when compared to the FY 2021 Adopted Budget. This projection is based on the anticipated recovery of the retail and business economy from the impacts of COVID-19 in FY 2020.

## GENERAL FUND

### What is meant by achieving a structurally balanced budget?

A structurally balanced budget is one in which revenues exceed planned operating expenditures, making it unnecessary to use reserves for recurring operational expenses.

### What is meant by the term “fund balance?”

*Fund balance* is the term used to describe the General Fund reserves. Under City policy, the fund balance should be 15-25% of the City’s operating expenses.

### How is the fund balance used?

Typically the fund balance is an unrestricted reserve of funds that is used to address emergencies or unanticipated needs.

### May a portion of the fund balance be designated for particular needs as part of the budget process?

Yes. It may be used for one-time expenditures such as capital needs, provided that the percentage of funds on hand remains within the desired range of 15-25%. It would not be wise, however, to use the fund balance to cover recurring expenses (e.g. salaries or other operational expenses).

### What percentage of General Fund expenditures go to various departments?

The general fund is allocated as follows:

Public Safety	43.2%
General Government*	19.1%
Community Services**	14.6%
Public Works	11.3%
Finance	5.8%
Planning	5.4%
Economic Development	0.6%

\*Includes City Manager’s Office, Communications, City Secretary’s Office, Human Resources, Information Technology, and Support Services.

\*\*Includes Parks and Recreation, Community Services, and Library.

OTHER FUNDS**What other funds are used to account for City revenues and expenditures?**

The City accounts for its revenues and expenses in these funds:

- General Obligation Debt Service Fund
- Utility Fund
- Commercial Vehicle Enforcement Fund
- Community Enhancement and Development Corporation
- Community Enhancement and Development Corporation Debt Service Fund
- Court—Security
- Court—Technology
- Crime Control and Prevention District Operating Fund
- Economic Development Investment Fund
- Facility Maintenance Fund
- Hotel Occupancy Tax Fund
- Library Donations
- Park Dedication
- Parks and Recreation Fund
- Public Art Fund
- Recycling Fund
- Red Light Camera Fund
- Reforestation
- SPDC Operating Fund
- SPDC Debt Service Fund
- Storm Water Utility District
- Strategic Initiative Fund
- Technology Infrastructure and Security Fund
- TIF Operating Fund
- Vehicle Replacement Fund

**Why does the City account for revenues and expenditures in so many different funds?**

These funds provide a mechanism for the City to segregate revenues generated from a variety of sources and also provide a means for the City to track expenses directly related to those funds sources.

GENERAL FUND	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	City Manager's Office	7.0000	7.5000	7.5000
	City Secretary's Office	4.0000	4.0000	4.0000
	Community Services	54.3500	54.3500	54.3500
	Economic Development & Tourism	1.4500	2.3750	2.7500
	Finance & Information Technology	33.8100	35.9475	36.4900
	Fire Department	73.0000	73.0000	73.0000
	Human Resources	6.2500	6.2500	6.2500
	Library	10.5000	10.5000	10.5000
	Office of Marketing & Communication	3.6650	4.2500	4.2500
	Planning & Development Services	23.0000	22.5000	22.5000
	Police Department	57.2500	57.2500	57.2500
	Public Works	30.2000	29.5000	29.5000
	<b>Total General Fund FTEs:</b>	<b>304.4750</b>	<b>307.4225</b>	<b>308.3400</b>
COMMUNITY ENHANCEMENT AND DEVELOPMENT CORPORATION	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Community Services	54.4500	56.5800	56.5800
	Economic Development & Tourism	0.9250	0.0000	0.0000
	Finance & Information Technology	1.1000	1.1000	1.1000
	Human Resources	0.5000	0.5000	0.5000
<b>Total CEDC FTEs:</b>	<b>56.9750</b>	<b>58.1800</b>	<b>58.1800</b>	
UTILITY FUND	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Office of Marketing & Communication	0.3350	0.5000	0.5000
	Finance	6.5500	5.5500	5.5500
	Public Works	29.4500	30.1500	30.1500
<b>Total Utility Fund FTEs:</b>	<b>36.3350</b>	<b>36.2000</b>	<b>36.2000</b>	
COMMERCIAL VEHICLE ENFORCEMENT	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Police Department	1.2500	1.2500	1.2500
<b>Total CVE FTEs:</b>	<b>1.2500</b>	<b>1.2500</b>	<b>1.2500</b>	
COURT SECURITY FUND	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Finance	0.5400	0.5400	0.7475
<b>Total CSF FTEs:</b>	<b>0.5400</b>	<b>0.5400</b>	<b>0.7475</b>	
CRIME CONTROL & PREVENTION DISTRICT (CCPD)	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Police Department	10.9500	10.9500	10.9500
<b>Total CCPD FTEs:</b>	<b>10.9500</b>	<b>10.9500</b>	<b>10.9500</b>	

# APPENDIX

## PERSONNEL SCHEDULE

HOTEL OCCUPANCY TAX FUND	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	City Manager's Office	0.5000	0.5000	0.5000
	Economic Development & Tourism	1.2500	1.2500	1.2500
	Office of Marketing & Communication	0.5000	0.5000	0.5000
	<b>Total HOT Fund FTEs:</b>	<b>2.2500</b>	<b>2.2500</b>	<b>2.2500</b>
SOUTHLAKE PARKS DEVELOPMENT CORPORATION (SPDC)	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Community Services	3.0000	3.0000	3.0000
	Public Works	0.6500	0.6500	0.6500
	<b>Total SPDC FTEs:</b>	<b>3.6500</b>	<b>3.6500</b>	<b>3.6500</b>
STORM WATER UTILITY SYSTEM FUND (SWUS)	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Finance & Information Technology	0.5000	0.5000	0.5000
	Public Works	4.7000	4.7000	4.7000
	<b>Total SWUS FTEs:</b>	<b>5.2000</b>	<b>5.2000</b>	<b>5.2000</b>
TIRZ	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	Police Department	2.7000	2.7000	2.7000
	<b>Total TIRZ FTEs:</b>	<b>2.7000</b>	<b>2.7000</b>	<b>2.7000</b>
ALL FUNDS SUMMARY	DEPARTMENT	FY 2020 ACTUAL	FY 2021 REVISED	FY 2022 ADOPTED
	General Fund	304.4750	307.4225	308.3400
	Community Enhancement and Development Corporation	56.9750	58.1800	58.1800
	Utility Fund	36.3350	36.2000	36.2000
	CVE Fund	1.2500	1.2500	1.2500
	Court Security Fund	0.5400	0.5400	0.7475
	CCPD	10.9500	10.9500	10.9500
	HOT	2.2500	2.2500	2.2500
	SPDC	3.6500	3.6500	3.6500
	SWUS	5.2000	5.2000	5.2000
	TIRZ	2.7000	2.7000	2.7000
	<b>Total FTE's</b>	<b>424.3250</b>	<b>428.3425</b>	<b>429.4675</b>

## **SUMMARY OF PERSONNEL CHANGES - FY 2021 REVISED VS. FY 2022 ADOPTED**

### **GENERAL FUND**

The General Fund full-time equivalent (FTE) count increased by 0.918 FTEs. This is due to the reclassification of two positions from part-time to full-time in the Finance and Information Technology Department and the Economic Development and Tourism Department and partial funding for the addition of a part-time Municipal Court Officer. In the Finance and Information Technology Department, an Intern position is proposed to be reclassified to an Application Developer I. This reclassification is due to the increase of application development requests that are needed for City services. In the Economic Development and Tourism Department, a part-time Events Specialist is proposed to be reclassified as a full-time Economic Development Specialist. This reclassification reallocates resources to support business retention and expansion efforts, economic research, data assembling, technical assignments as well as marketing and media communications. The addition of the Municipal Court Officer updated court requirements for Municipal Court, which requires more officers to hold court. This position is partially funded by the General Fund and partially funded by the Court Security Fund.

Additionally, two positions are proposed to be reclassified, though not increase the overall number of positions or the FTE count. In the Library, one Librarian position is proposed to be reclassified to a Library Manager. In Human Resources an HR Generalist is proposed to be reclassified to an HR Business Partner. These reclassifications of current positions align the staffing needs to the City's current service demand.

### **COURT SECURITY FUND**

The Court Security Fund FTE count increased by 0.208 FTEs for FY 2022. This increase is due to COVID-19 protocols and social distancing requirements for Municipal Court, which requires more bailiffs to hold court.



## PROPERTY TAX REVENUE ALLOCATION 2022

		<u>AMOUNT</u>
Total Assessed Value 2021		\$11,138,315,427
Less TIF Value	(-)	(\$508,142,995)
Less Exemptions	(-)	<u>(2,409,441,289)</u>
Total Taxable Value	(=)	8,220,731,143
Proposed Tax Rate	(X)	<b>0.39000</b>
Estimated Tax Levy	(=)	<u>32,060,851</u>
Estimated Percent of Collections	(X)	100.00%
Estimated Current Tax Collections	(=)	<u>32,060,851</u>
Estimated Delinquent Collections, Penalty, and Interest	(+)	<u>301,800</u>
Estimated Available Funds	(=)	<u>\$32,362,651</u>

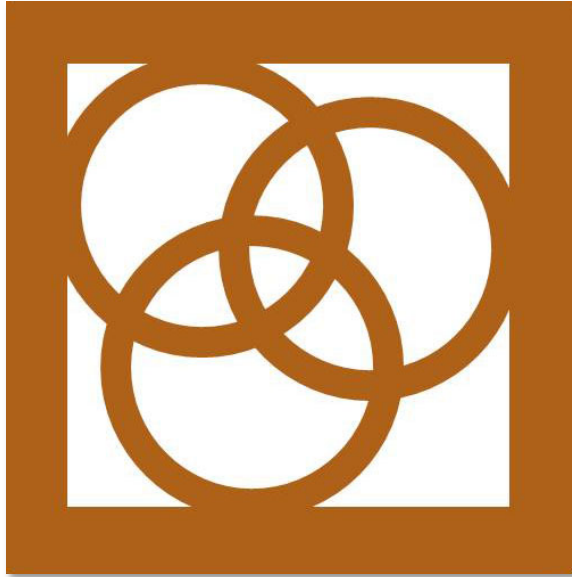
### TAX RATE DISTRIBUTION

<u>GENERAL FUND</u>	<u>RATE</u>	<u>PERCENT</u>	<u>TOTAL</u>
Current	\$0.325	83.33%	\$26,717,376
Delinquent, penalty and interest		(+)	250,000
Incentive payments		(-)	305,000
Abatement		(-)	<u>0</u>
Total General Fund		(=)	26,662,376
<u>DEBT SERVICE FUND</u>			
Current	\$0.06500	16.67%	5,343,475
Delinquent, penalty and interest		(+)	51,800
Abatement		(-)	<u>0</u>
Total Debt Service Fund		(=)	<u>5,395,275</u>
Total General and Debt Service Funds	\$0.39000	100.00%	<u>\$32,057,651</u>

### HISTORICAL TAX INFORMATION

		<u>NET</u>	<u>GENERAL</u>	<u>DEBT</u>	<u>TOTAL</u>
<u>FISCAL</u>	<u>YEAR</u>	<u>TAXABLE</u>	<u>FUND</u>	<u>SERVICE</u>	<u>TAX</u>
		<u>VALUE (1)</u>	<u>RATE</u>	<u>RATE</u>	<u>RATE</u>
2022	\$	8,220,731,143	\$ 0.32500	\$ 0.06500	\$ 0.39000
2021	\$	7,768,644,007	\$ 0.33000	\$ 0.07500	\$ 0.40500
2020	\$	7,769,729,082	\$ 0.33000	\$ 0.08000	\$ 0.41000
2019	\$	7,286,898,962	\$ 0.35700	\$ 0.09000	\$ 0.44700
2018	\$	6,618,228,023	\$ 0.36200	\$ 0.10000	\$ 0.46200
2017	\$	6,368,901,046	\$ 0.36200	\$ 0.10000	\$ 0.46200
2016	\$	5,785,322,918	\$ 0.36200	\$ 0.10000	\$ 0.46200
2015	\$	5,680,109,441	\$ 0.34200	\$ 0.12000	\$ 0.46200
2014	\$	5,494,514,119	\$ 0.34200	\$ 0.12000	\$ 0.46200
2013	\$	5,331,182,997	\$ 0.34200	\$ 0.12000	\$ 0.46200
2012	\$	5,290,518,261	\$ 0.33200	\$ 0.13000	\$ 0.46200

(1) Excluding TIF values



# ***City of Southlake***

## ***Sustainability Master Plan***

An Element of the *Southlake 2030* Comprehensive Plan

***Adopted by Southlake City Council  
Ordinance No. 1104  
February 17, 2015***

*Prepared by  
Planning & Development Services Department*



**ACKNOWLEDGEMENTS****SOUTHLAKE CITY COUNCIL****John Terrell***Mayor***Laura Hill***Mayor Pro Tem, Place 5***Brandon Bledsoe***Deputy Mayor Pro Tem, Place 3***Shahid Shafi***Place 1***Carolyn Morris***Place 2***Randy Williamson***Place 4***Gary Fawks***Place 6***PLANNING & ZONING COMMISSION****Robert Hudson***Chairman***D. Todd Parish***Vice Chairman***Michael Springer****Michael Forman****Kate Smith****Daniel Kubiak****Shawn McCaskill****CITY STAFF****Shana Yelverton***City Manager***Ben Thatcher***Assistant City Manager***Alison Ortowski***Assistant City Manager***Sharen Jackson, CPA***Chief Financial Officer***Bob Price, P.E.***Director of Public Works***Cheryl Taylor, P.E.***City Engineer, Deputy Director of Public Works***Ken Baker, AICP***Senior Director of Planning & Development Services***Dennis Killough, AICP***Deputy Director of Planning & Development Services***Patrick Whitham, GISP***GIS Analyst***Daniel Cortez, AICP***Principal Planner***Jerod Potts***Planner I***SPECIAL THANKS TO****Pamela A. Muller****Martin Schelling***Former City Council Members*

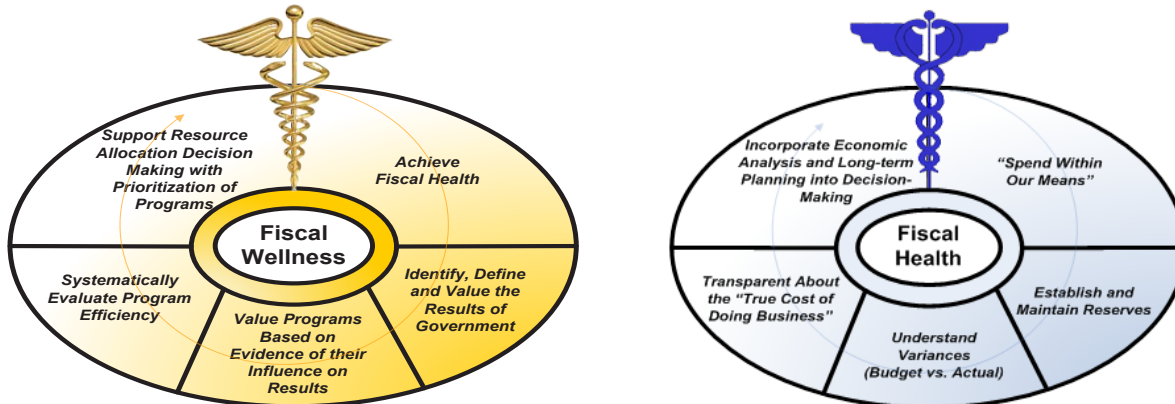
## ECONOMIC/FISCAL WELLNESS

*Ensure monetary resources are provided in a fiscally conservative manner necessary to support the community's needs.*

The purpose of the Economic/Financial Wellness section of the Sustainability Plan is to understand the City's future ability to maintain current level of services and fund the recommendations adopted as part of the Southlake 2030 Plan. The Southlake 2030 Plan contains 17 different elements and those elements include recommendations for future infrastructure and programs to allow the City to maintain a similar level of service as is being experienced today. To assist the City in this analysis, the City retained private consulting firm of CityBase.Net, Inc. whose principal Lewis McClain has over 30 years of experience working in local government creating financial plans. This final section of the Sustainability Plan will analyze the City's ability to maintain service levels, and to implement the recommendations proposed in the various Southlake 2030 plans.

### Introduction

This plan is the culmination of a number of concerted efforts and decisions rooted in sound management principles established over the last two decades. It has been an ongoing process. A plan is a snapshot and has great value, but a process is ongoing and adaptive. The process has boundaries yet envisions flexibility as events and assumptions change. With this plan the City is memorializing strong financial management practices and committing to continue their use into the future to ensure financial wellness.



### Economic and Fiscal Wellness

Economic or fiscal wellness is a balance between today's financial position and the financial needs of tomorrow. It is maintaining control over current reserves, debt and expenditures to ensure the City is able to meet the financial requirements of the future. It aligns "ability to pay" with the 2030 Plan initiatives. A comprehensive understanding of inflows and outflows of resources and the economic pulse that drives both, fiscal wellness places the City in the enviable position to weather future financial challenges or economic changes, and achieve responsible funding for approved projects. Believing that today's decisions impact the City's financial future, strong analysis and a commitment to responsible financial principles must be incorporated into the management framework.

Much like individual financial planning, it is important to the City to ensure future financial viability and to maintain the quality of living and standards of service desired by Southlake citizens. The Sustainability Plan offers a transparent view of the City's current financial position and clearly outlines the future funding needs and the City's ability to meet those

demands. Knowing where the City stands today better equips policymakers and staff to manage costs and provide feasible solutions for future needs.

### Approach Taken

A financial model is inherently complex due to the number of calculations that can easily approach a million or more mathematical inputs, formulae and results. Yet the Southlake model is no black-box-trust-me mystical algorithm. Every number has been hand-calculated for verification purposes. The model incorporates the most basic logic into simple linkages. Land Acreage-Land Use-Densities-Absorption Rates drive population and employment. Those factors drive rooftops and square-footages, which in turn work with infrastructure capacity and service demands. Dollars are attached in every step of these linkages. And like a one-year budget, a multi-year financial plan has to be balanced and any gaps have to be identified. Another benefit, and risk, of looking forward is that it is impossible to ignore the aging process.

The approach also included an all-in feature. The goal was to include just about everything where data existed in GIS systems, accounting systems, spreadsheets and existing master plans. Not only was there a look-back of at least ten years, but the model incorporated a fairly exhaustive level of detail including:

- Tax Base Evaluation by Subdivision.
- Sales Tax Analysis by Sector and individual business.
- All Other Revenues at the line-item level.
- Staff levels by position.
- All other Expenditures at the line-item level.
- Capital Equipment Replacement by equipment item.
- Debt Capacity Analysis.
- Infrastructure replacement/renewal based on segment inventory.
- Economic Development Incentives consideration.
- Inflation considerations.
- Fund balance Preservation.

### Findings and Results

The results of the model were very promising. In fact, there were almost entirely positives with few negative findings. After careful review, the analysis revealed that Southlake's financial condition is strong. This can be attributed to Southlake's commitment to build reserves, keep pace with repair and rehabilitation needs, shorten debt maturities and pay for some major facilities out of cash. The review ascertained that these past actions that are benefitting Southlake citizens today will do so into the future. A foregone conclusion when looking far ahead is that the compression of revenues being outstripped by expenditures will reveal shortfalls. While Southlake is not immune to many uncontrollable factors, such as a recession, it appears that almost all the identified project and programs needs in the future can be handled though continued good management of City resources. Specific findings include:

- The tax base is expected to grow significantly although the incremental values for new construction will diminish while the gains from revaluations will increase by at least 3% each year.
- The sales tax base will increase significantly through growth in population and CPI. However, there is likely to be a slight decrease in the portion of the sales tax that comes from outside the City as adjacent

cities grow their retail base. There are high expectations that economic development efforts will continue to provide incremental results for the City.

- Hotel tax revenues are expected to rise significantly in the early part of the plan due to two additional hotels being added to the singular hotel now in Southlake. These additions will also benefit the Public Art Fund, a recipient of 15% of the hotel tax revenues.
- Staffing is projected to increase but the large increases have been funded with the last fire station and the future recreation center being accounted for in the staffing tables.
- Debt will continue to be issued in shorter lengths in order to maximize the debt capacity for future needs.
- Reserves are currently at very strong levels and are projected to be sustained at very respectable levels. Related, while recession forecasts are not recognized by specific year in the financial plan, there is every expectation that the average of one every 5.86 years will likely cause Southlake to handle at least two and perhaps three recessions during the planning period. It is important to follow through with the City's financial policy documents to effectively anticipate and manage unpredictable events such as a recession. For that reason, the City applies these foundational practices to its budgeting efforts, even adopting economic/fiscal wellness recommendations to guide the City's budgeting into the future. These financial recommendations guide the development of the City budget, while simultaneously serving as an accountability tool.
- Other than recessions or other major catastrophic events not within the control of Southlake, the most significant threat is the aging of \$619 million in depreciable assets now entering the critical 20+ year benchmark. While the City acknowledges these challenges and is proactive in addressing these needs, there is reason to be cautious. The infrastructure aging process has an exponential characteristic even though it is often measured as a straight-line issue. The most critical actions will be focused on delaying the impact of or at least preparing for that stage in the future when the depreciation of these assets starts to accelerate.
- The service level expectations by the Council and citizens are set at a very high level in Southlake, an aspect of the difference that sets the City apart from other cities. These expectations are manifested in a quality that is not inexpensive whether it be public safety response times, park amenities or median maintenance. However, the communication mechanisms the City has through SPIN groups and other means should allow for expectation management efforts to adjust as needed through periods of revenue pressure that may occur with economic cycles.

### Conclusion

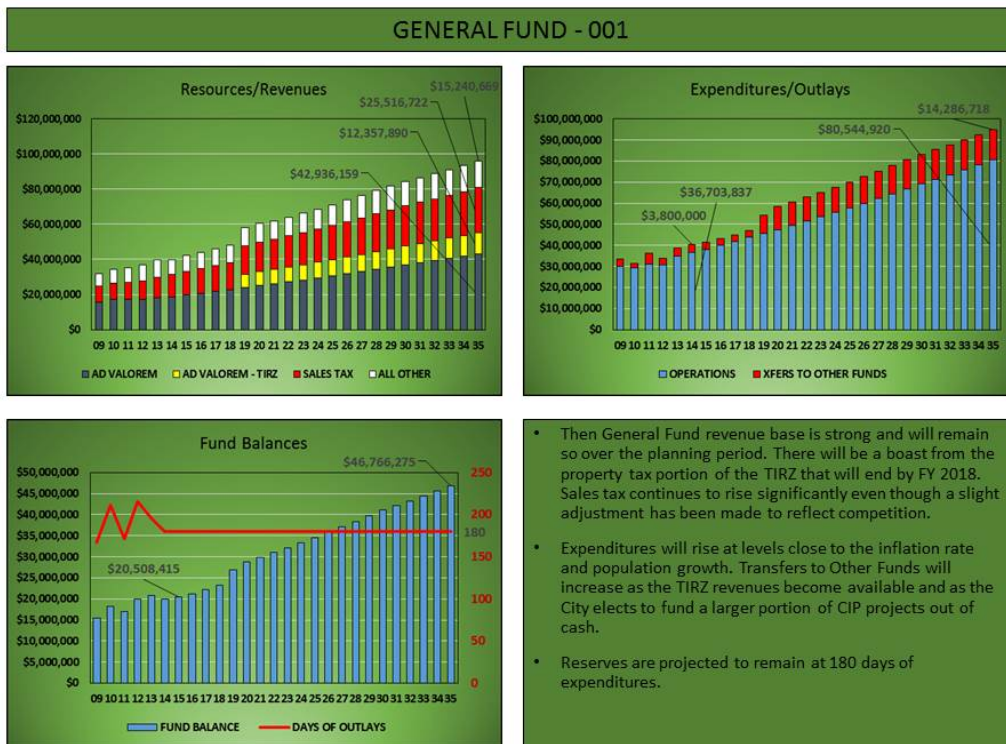
Southlake is well-governed and well-managed with the proof being sound infrastructure, high service levels and good financing condition that exists today and is directly associated with responsible decisions made over recent years. The City is positioned to have many options and to adjust when necessary (following strong financial management principles) so that no abrupt changes are likely to ever be required. The City communicates well with citizens, allowing governance and financial realities to work together in lock-step. The well-educated, high-income constituency, and the governing body that embraces conservative financial practices, positions Southlake to have a sound and sustainable financial plan to wrap around the other elements of a master plan. As such, at the current taxing structure, the City is in the position to maintain current level of services and implement the recommendations of the Southlake 2030 Plan through a combination of cash and limited debt service. Following this section please see "Supplement A" which is a summary of the City's fund structure and the data that supports the findings and conclusions.

The following page contains the recommendations developed for the Economic/Fiscal Wellness section.

Economic/Fiscal Wellness						
<i>Ensure monetary resources are provided in a fiscally conservative manner necessary to support the community's needs.</i>						
No.	Recommendation / Policy	Implementation Metric	Strategic Link	Vision, Goals & Objectives Tie	Department Responsible	Priority Tier
EFW1	Apply sound financial policies to the City's budget by maintaining structural balance, strong reserves, conservative budgeting, effective economic analysis and understanding the true cost of doing business	Fully implement the "True Cost" analysis model.	Performance Management & Service Delivery; F1, F3	2.3	FIN	1
EFW2	Apply debt management strategies to the City's budgeting	Implement debt management strategies such as the Strategic Initiative Fund (cash funding) and appropriate amortization.	Performance Management & Service Delivery; F1, F3	2.3	FIN	1
EFW3	Fund and adopt annual City operating budget, capital projects and equipment through sound financial policies	Adhere to established financial policies such as the Reserve/Fund Balance policy, Budget Principles and Infrastructure/equipment replacement when developing the City's budget.	Performance Management & Service Delivery; F1, F3, F4	2.3	FIN	1

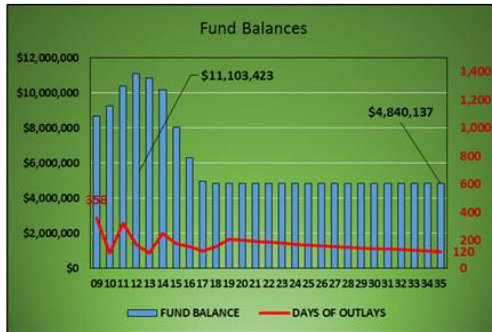
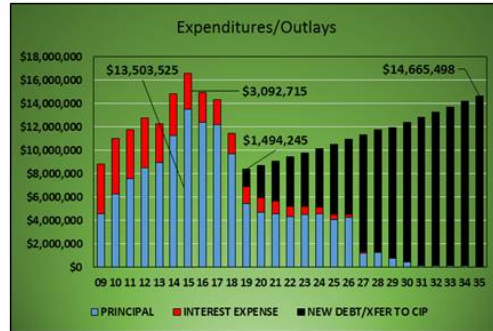
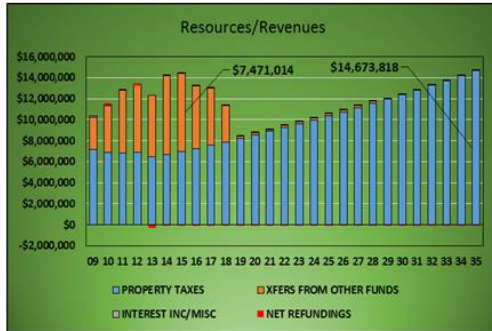


Supplement A  
Financial Summary Charts



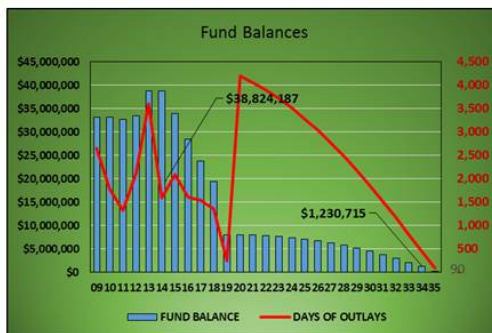
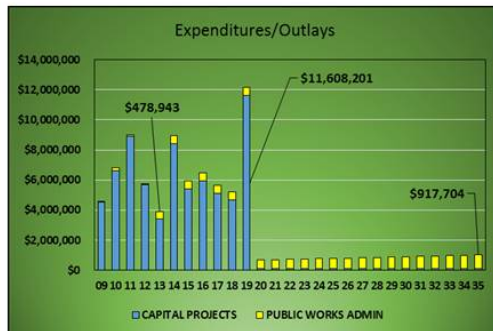
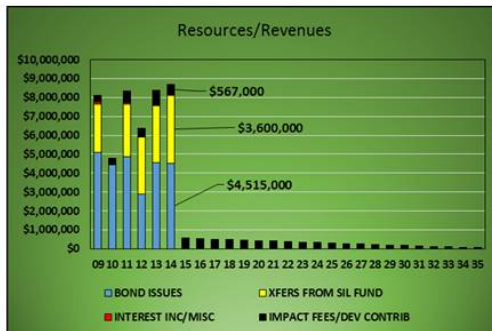


GENERAL DEBT SERVICE FUND - 401



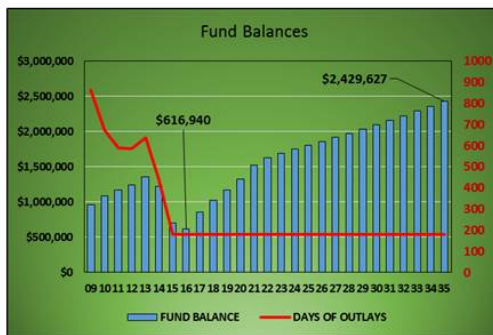
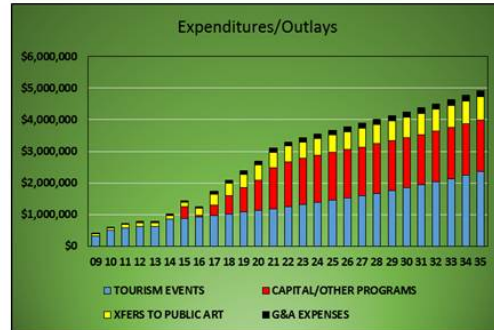
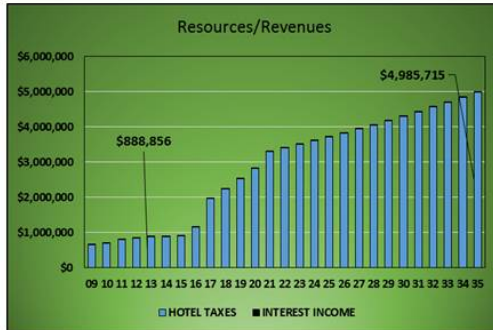
- Used to pay for Debt Service on tax-supported funds and for Certificates of Obligation paid from other sources such as the Drainage Bonds.
- Revenues are shown to increase at the current tax rate of \$0.12 applied to a growing tax base. Other funding sources will shrink as all but direct tax supported bonds are retired.
- Even the current direct tax bonds will be repaid by 2030 and decrease greatly after peaking in 2015. The remaining revenues can be used to pay for additional debt or to transfer to CIP projects.
- The Fund Balance is set to equal 120 days of Outlays.

GENERAL CAPITAL PROJECTS FUND - 211



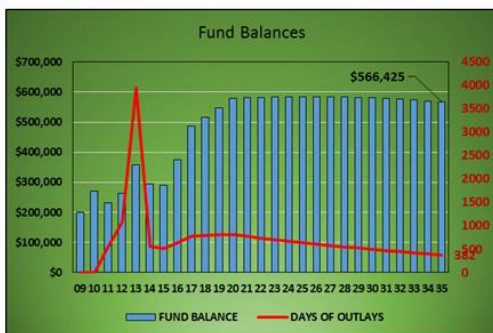
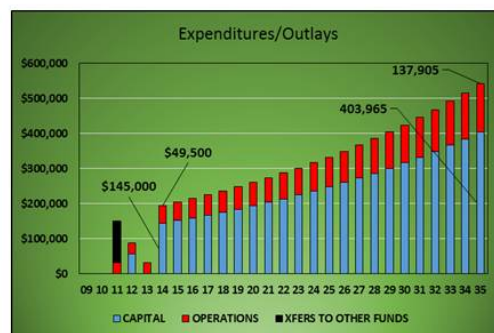
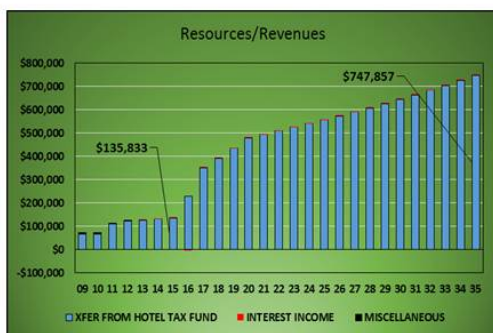
- Primarily the recipient of bond proceeds and other monies to be used for the construction of general capital projects. Usually does not include W&S CIP.
- This fund needs to be considered in conjunction with the General Debt Service Fund 401. Either one of two things could happen:
  - There could be up to \$200 million in new debt issued (2015 dollars) or
  - The \$0.12 I&S tax rate could be directed to this fund in the future under a PAYGO scenario.
- The Fund Balance has been quite high in recent years and is being spent down rapidly in 2014-2019.
- The Fund Balance is set to equal 90 days of Outlays.

HOTEL OCCUPANCY FUND – 101



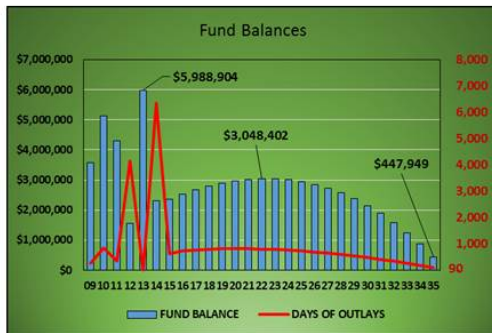
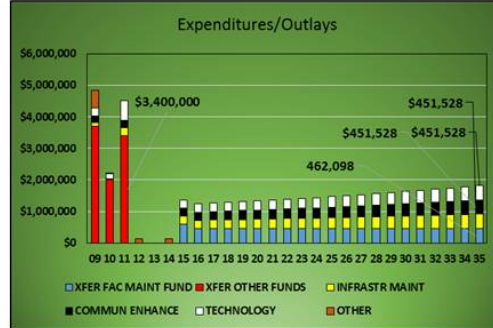
- The revenues reflect at last two new hotels coming on line with occupancy rates that eventual climb to 75%.
- The expenditures reflect increase spending on tourism, a bigger contribution to public art and outlays that include capital and other programs.
- The fund balance is projected to remain at 180 days of expenditures.

PUBLIC ART FUND 002



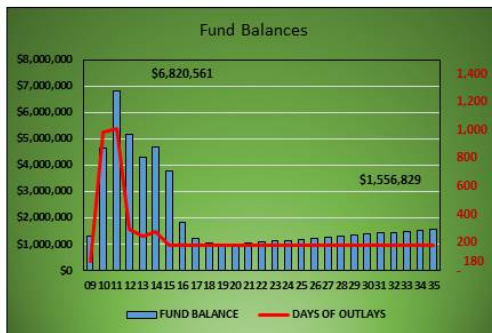
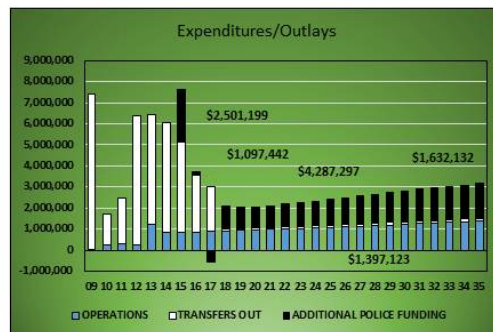
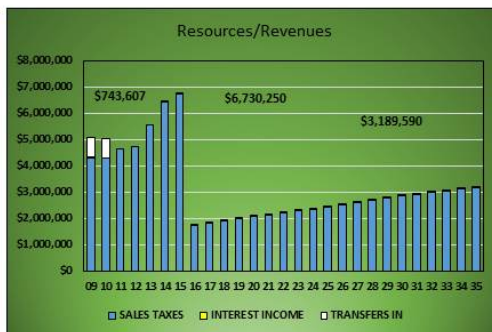
- The Public Art Fund was established to account for funding that is available for the promotion, creation, and/or installation of public art throughout the City
- The majority of the revenues comes from receiving 15% of the Hotel Tax Revenues and are expected to reach almost \$750,000 annually by 2035.
- Expenditures for will be for both Operations and Capital, expected to reach over \$540,000 by 2035.
- While the current plan shows no particularly large Capital Outlays and a Fund Balance reaching \$566,425, the reality will be that the balances will be used for public art expenditures even though a specific year is not shown.

STRATEGIC INITIATIVES FUND 003



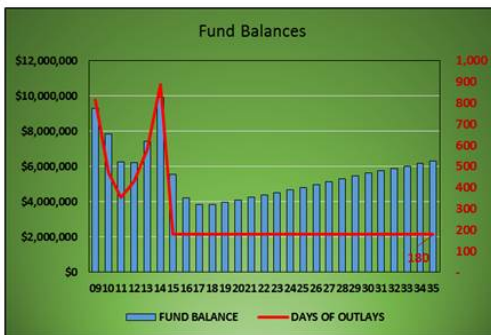
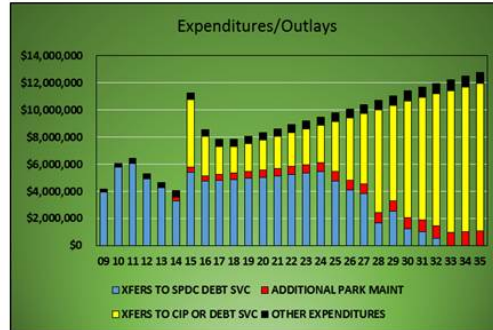
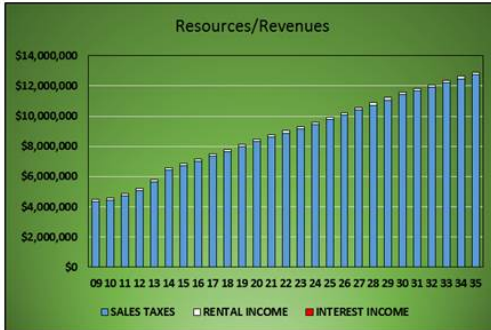
- This fund was created in 2005 for the purpose of taking fund balance reserves in excess of the City identified optimal fund balance level and using them for one-time expenditures of high impact projects such as infrastructure maintenance,
- The plan continues with the assumption that “if and when” conditions are such that it is possible to do so, funds will be set aside to spend on the intended purposes equal to about half of the recent historical levels.
- Expenditures for will be approximately evenly for Infrastructure Maintenance, Community Enhancement and Technology needs of just over \$450,000 each by 2035.
- A Fund Balance equal to at least 90 days of outlays will be targeted.

CRIME CONTROL OPERATING FUND 109



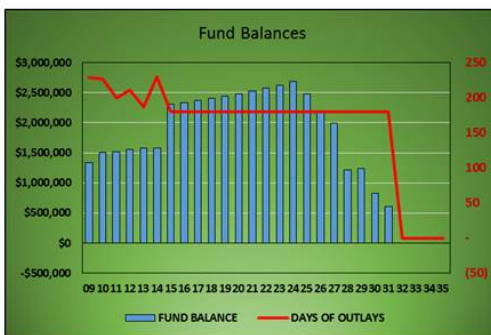
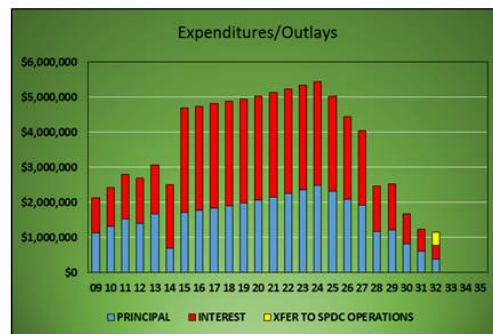
- This fund has been funding the debt service component of a bond issue as well as a portion of certain police operations. That debt service will be paid off in 2017.
- In 2016, subject to a successful election to reduce the CCPD sales tax rate from 1/2 of a penny to 3/8 of a penny to fund a new 4A/4B entity to support allowable projects.
- The remaining 1/8 of a penny will be used to support School Resource Officers as well as an ongoing portion of police operations already established.
- In addition, there should be sufficient revenues to also cover additional police operations climbing to over \$1.6 million by 2035.
- Fund balances will be kept no lower than 180 days of outlays.

SPDC OPERATING FUND – 106



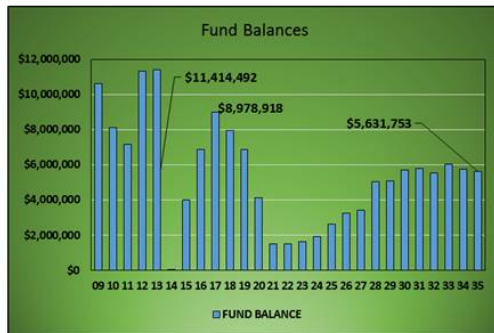
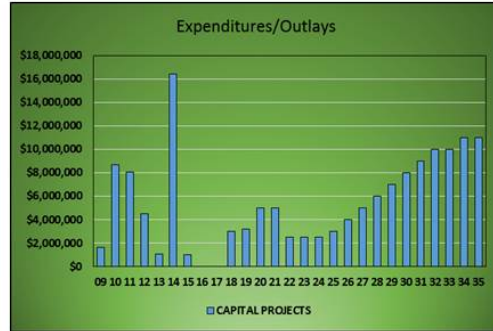
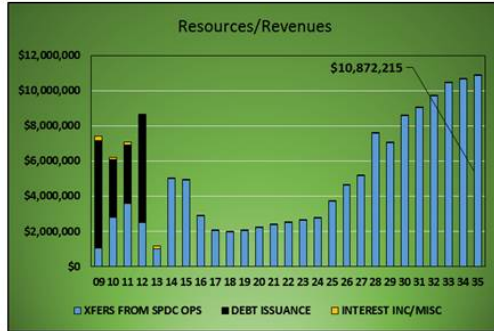
- The revenues remain strong throughout the planning period.
- Expenditures will shift as current debt services levels play out.
- The City will have the ability to fund identified capital and operating expenditures throughout the planning period.
- Fund balances are projected to remain at 180 days of expenditures.

SPDC DEBT SERVICE FUND – 402



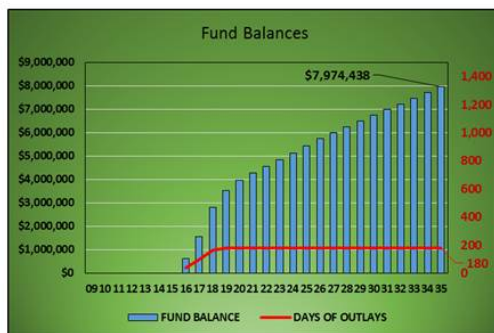
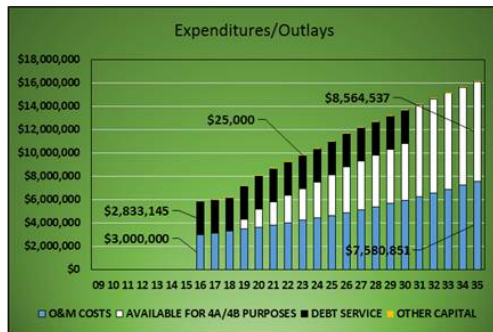
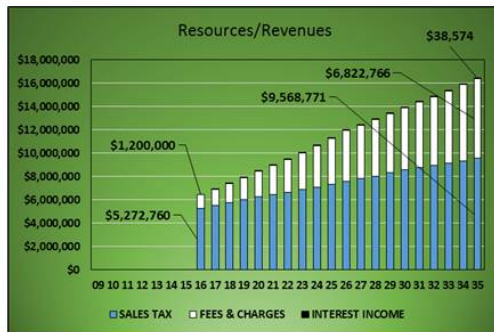
- The revenues are set at levels needed to extinguish the existing debt service schedules.
- The expenditure side is almost totally principal and interest.
- Until the debt service is paid off, fund balances will remain sufficient to meet historical levels.

SPDC CIP FUND – 202



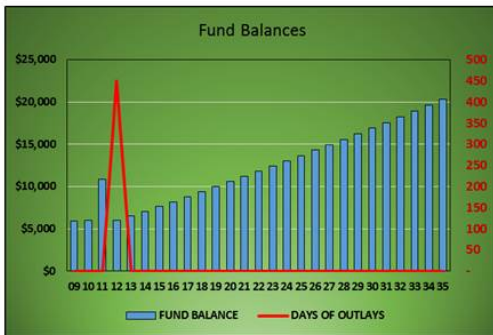
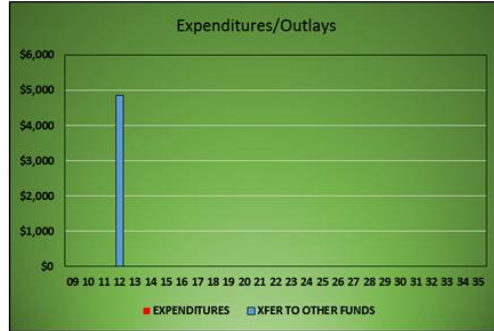
- Revenues are historically from debt issuance and transfers from the SPDC Operating Fund. The planning period shows an amount being transferred that will be set at levels to cover all of the capital projects that have been identified at this time.
- Expenditures equal projects identified by the capital plans available at this time.
- At this point it is projected that about \$5.6 million in reserves will be available to cover the completion of identified projects.

NEW 4A/4B FUND – XXX



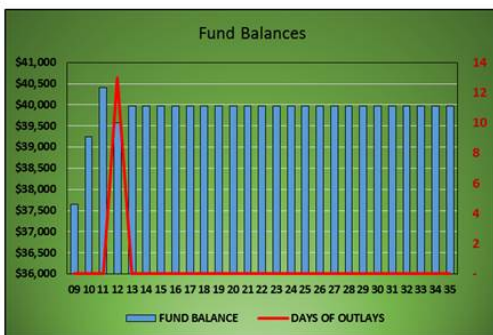
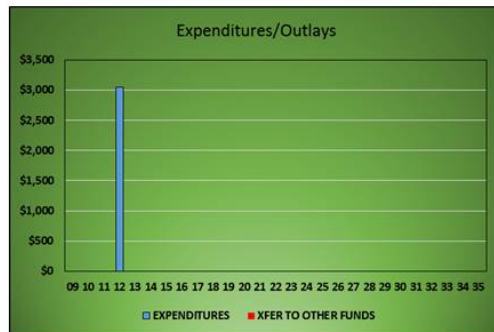
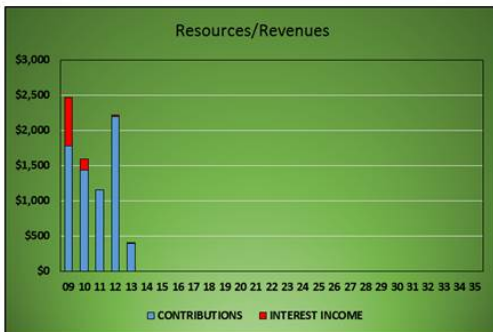
- This fund will be created upon the successful passage of an election in May 2015 that will redirect 3/8 of the 1/2 penny currently going to the Crime Prevention Control District to fund a variety of allowable 4A/4B programs, specifically the new Community Center.
- In addition, there will be Fees & Charges paid into this fund to offset part of the Operating Costs of the Community Center.
- It is projected that after the Debt Service and partial Operating costs are covered that some money will be available for any 4A/4B projects. This will be a small amount at first, rising to \$8.5 million annually by 2035.
- Fund balances will be kept no lower than 180 days of outlays.

POLICE FUND – 108



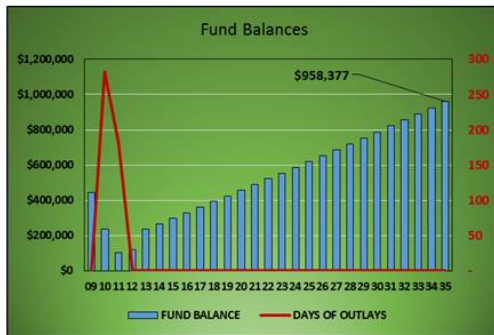
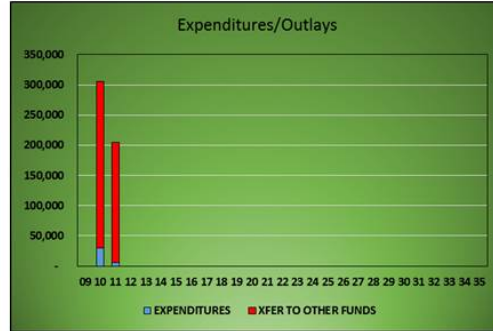
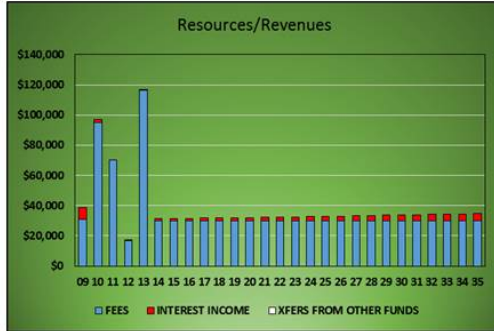
- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets.

PARKS & RECREATION SPECIAL REVENUE FUND – 111



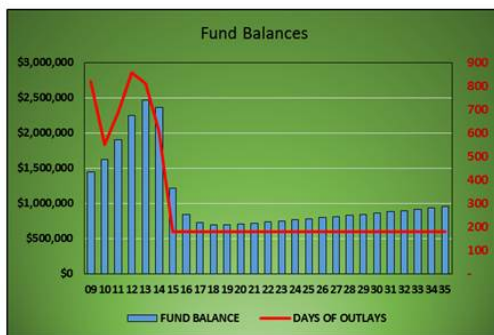
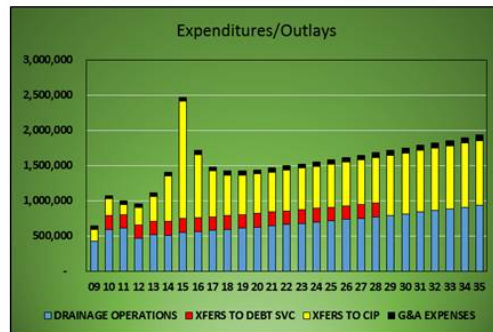
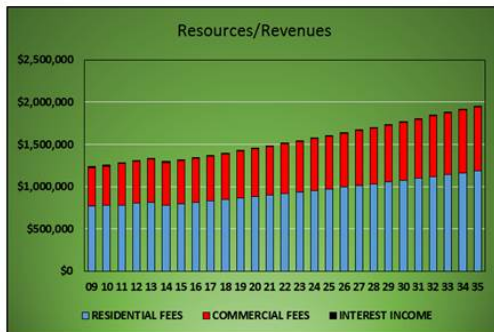
- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets.

PARKS DEDICATION FUND – 110



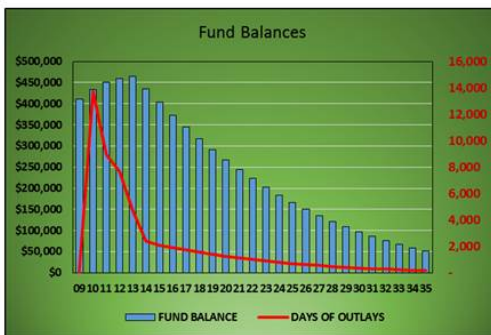
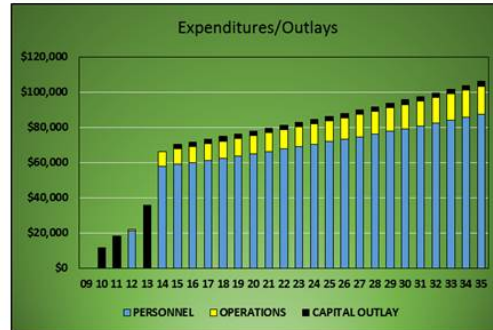
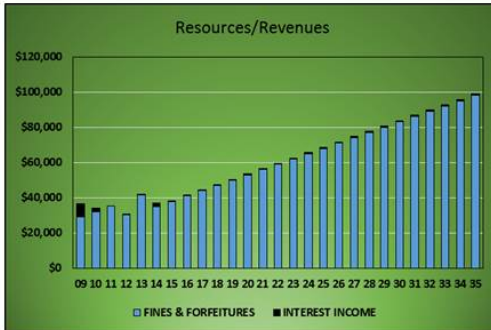
- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets

STORMWATER UTILITY FUND – 102



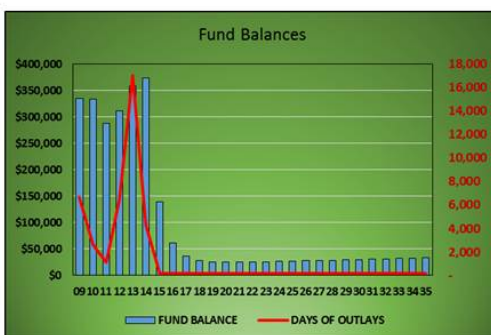
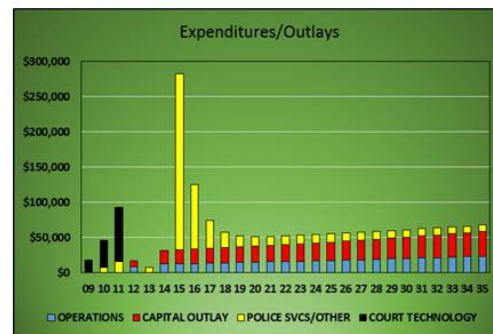
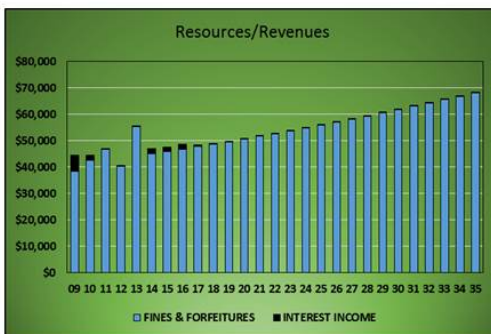
- The revenue sources are the fees charged on monthly utility bills to both residential and commercial customers. There is no anticipated rate increase incorporated into the plan at this time.
- Expenditures are set to pay off the existing debt schedule followed by a larger contribution to operations and discretionary capital projects with the restrictions by state law.
- Fund balances are projected to remain at 180 days of expenditures.

COURT SECURITY FUND – 103



- The revenues are set to grow in proportion of population even though they are subject to fluctuations in citation activity.
- The expenditure side is set to grow in proportion to revenues available.
- Fund balances are set to be drawn down but not less than 180 days of expenditures.

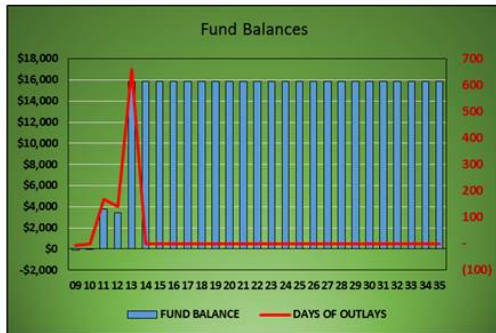
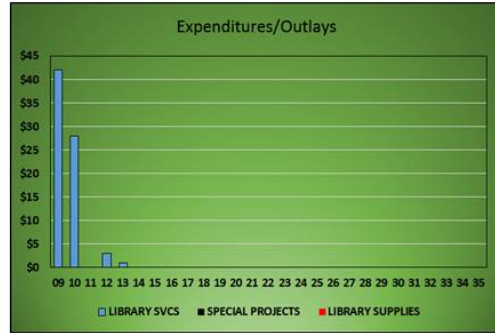
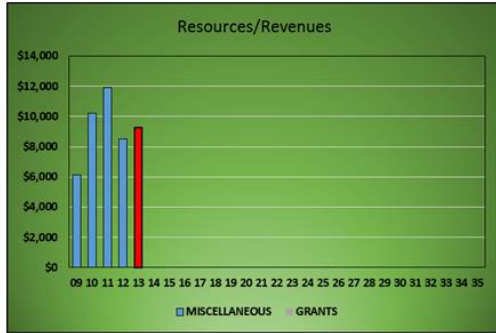
COURT TECHNOLOGY FUND – 104



- The revenues are set to grow in proportion of population even though they are subject to fluctuations in citation activity.
- The expenditure side is set to grow in proportion to revenues available.
- Fund balances are set to be drawn down but not less than 180 days of expenditures.

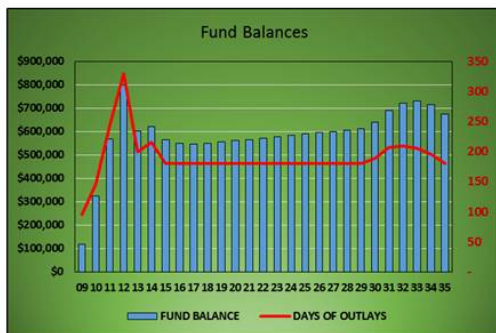
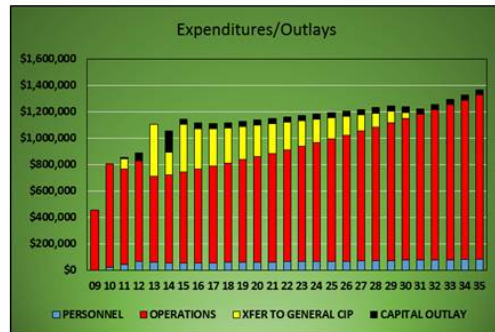
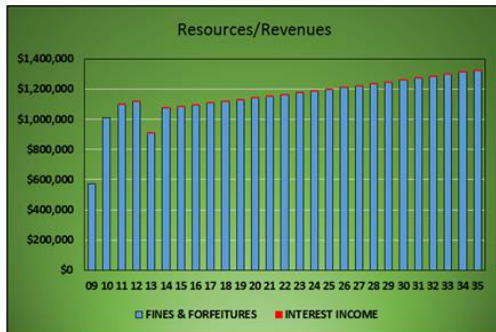


LIBRARY SPECIAL REVENUE FUND – 107



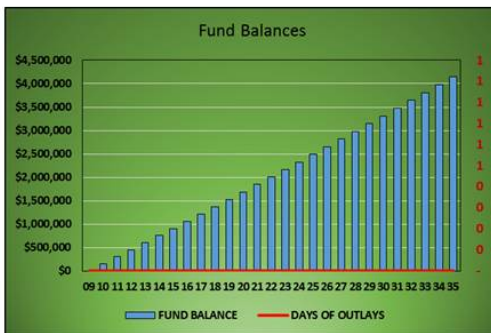
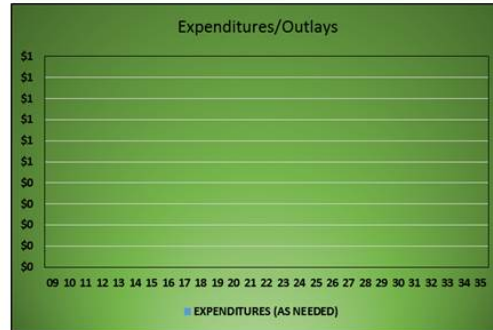
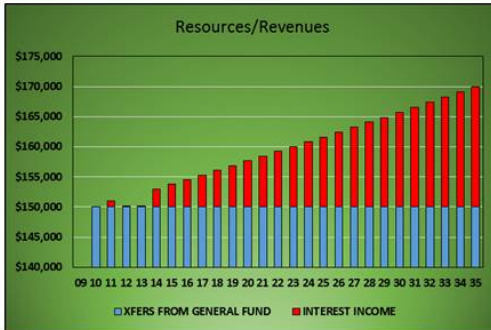
- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets

RED LIGHT CAMERA FUND – 112



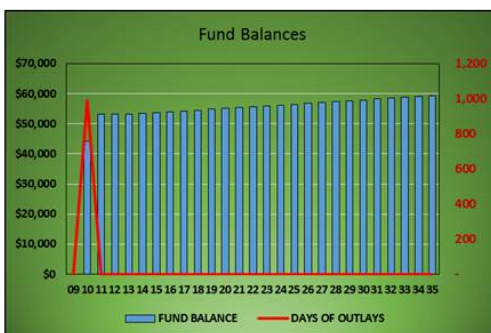
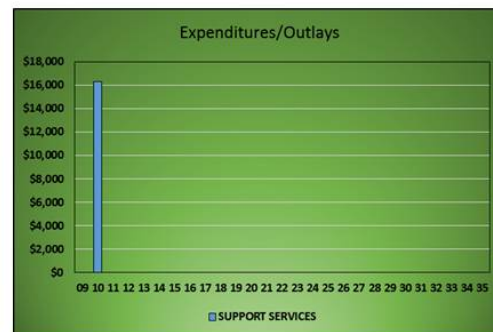
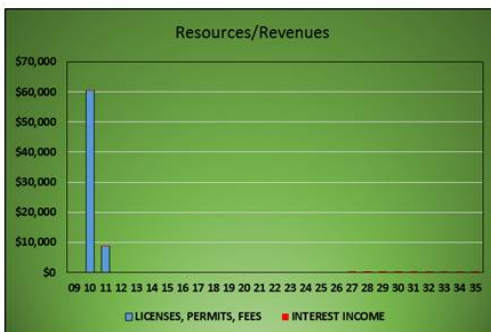
- Revenues are set to grow steadily as long as this program is approved by City Council.
- The expenditure side is expected to continue to cover the current operating and capital spending as approved by the Council in the annual budgeting process.
- Fund balance is set to be no less than 180 days of operations.

STORMWATER MAINTENANCE FUND – 113



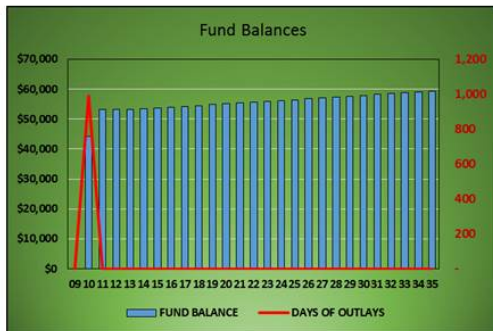
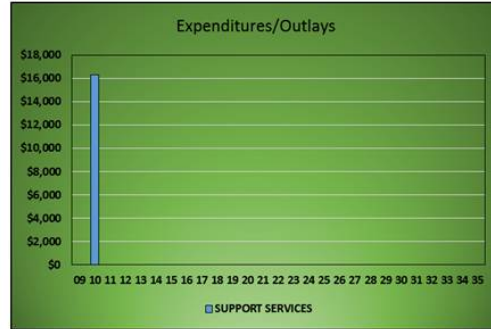
- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets

OIL & GAS FUND – 703



- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets

COMMERCIAL VEHICLE ENFORCEMENT FUND – 704



- This is a small fund with limited revenue sources and small discretionary expenditures.
- At this time the fund is shown to be accumulating a balance.
- However, future updates will likely show that this fund has been used as Council approves annual operating budgets



