
Wednesday, May 08, 2024
9:00 AM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. **GENERAL**

- A.** Consider approval of the minutes from the March 4, 2024 Finance Committee meeting. *(Staff Contact: Amanda Campos, City Secretary)*
- B.** Receive a report, hold a discussion, and provide staff direction regarding the City's health benefits plan budget projection and the upcoming request for proposal process. *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*
- C.** Discuss property tax rate strategies and consider designating the Johnson County Tax Assessor/Collector to perform the required calculation of relevant tax rates and the City Manager to publish and deliver the tax rate forms in accordance with Chapter 26 of the Texas Tax Code. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*
- D.** Receive a report, hold a discussion, and provide staff direction regarding a proposal to reconsider cash funding capital projects to enhance the General Fund's fund balance. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*
- E.** Receive a report, hold a discussion, and provide staff direction regarding the proposed FY 2023-2024 budget amendment and the strategy for mid- and end-of-year budget amendments. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*
- F.** Receive a report, hold a discussion, and provide staff direction regarding a Water and Sewer Rate Study prepared by Willdan Financial Services (Willdan). *(Staff Contact: Harlan Jefferson, Deputy City Manager)*
- G.** Receive a report, hold a discussion, and provide staff feedback regarding fees associated with solid waste and street maintenance. *(Staff Contact: Eric Oscarson, Deputy City Manager)*
- H.** Receive a report, hold a discussion, and provide staff direction on the City's Credit Card Processing Fees. *(Staff Contact: Richard Abernethy, Administrative Services Director)*

- I. Receive a report, hold a discussion, and provide staff direction regarding the March 2024 monthly financial and investment reports. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

4. **EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

A. Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

5. **BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

6. **ADJOURN**

CERTIFICATE

I hereby certify that the above agenda was posted on this the 1st of May 2024, by 5:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

Finance Committee

DEPARTMENT: City Secretary's Office
FROM: Amanda Campos, City Secretary
MEETING: May 8, 2024

SUBJECT:

Consider approval of the minutes from the March 4, 2024 Finance Committee meeting. (Staff Contact: Amanda Campos, City Secretary)

SUMMARY:

The Finance Committee duly and legally met on March 4, 2024 for a regular meeting.

OPTIONS:

- 1) Committee may approve the minutes as presented or approve with amendments.

RECOMMENDATION:

Approve.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Amanda Campos
City Secretary
acampos@burlesontx.com
817-426-9665

FINANCE COUNCIL COMMITTEE

March 4, 2024
DRAFT MINUTES

Council present:

Dan McClendon
Larry Scott
Adam Russell, Chair

Council Absent:

Staff present

Tommy Ludwig City Manager
Harlan Jefferson, Deputy City Manager
Eric Oscarson, Deputy City Manager
Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary
John Butkus, Finance Director
Marianna Dunn, Assistant Finance Director

1. CALL TO ORDER – Time: 3:00 pm.

Chair Adam Russell called the meeting to order. **Time: 3:01 p.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL

A. Consider approval of the minutes from the February 7, 2024 Finance Committee meeting. (Staff Contact: Amanda Campos, City Secretary)

Motion made by Dan McClendon and seconded by Larry Scott to approve.

Motion passed 3-0.

B. Receive a report, hold a discussion, and give staff direction regarding the fiscal year 2022-2023 Annual Comprehensive Financial Report (ACFR), Single Audit Report, and the Annual Audit. (Staff Contact: John Butkus, Director of Finance)

John Butkus, Director of Finance, presented the fiscal year 2022-2023 annual comprehensive financial report, single audit report and annual audit to the committee.

Jackie Gonzalez with Weaver presented the audit presentation to the committee.

After a brief discussion and questions by the committee, the committee was in favor of presenting the audit to the full city council for consideration.

C. Receive a report, hold a discussion, and provide staff direction regarding the City's current investment process. (Staff Contact: Harlan Jefferson, Deputy City Manager)

Harlan Jefferson, Deputy City Manager, presented the City's current investment process to the committee.

Valley View Consultation discussion included:

- Limit cash and pool balances
- Maintain investment ladder
- Market like in a holding pattern for next two plus years.

After a brief discussion and questions by the committee, the committee was in favor of presenting the investment portfolio to the full city council for consideration.

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

5. EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at City Hall to conduct a closed meeting to discuss any item listed on this agenda.

- **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

No executive session needed.

6. ADJOURN

There being no further business Chair Adam Russell adjourned the meeting.

Time: 3:46 p.m.

Monica Solko
Deputy City Secretary

Finance Committee

DEPARTMENT: Human Resources
FROM: Cheryl Marthiljohni, Director of Human Resources
MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding the City's health benefits plan budget projection and the upcoming request for proposal process. (Staff Contact: Cheryl Marthiljohni, Director of Human Resources)

SUMMARY:

Offering a competitive benefit and compensation package is one of the city's strategic goals in attracting and retaining top talent. Given the many complexities, expenses, compliance requirements, and shifting trends in healthcare and benefits, the city utilizes HUB International as our subject matter experts to assist with navigating, designing, choosing, and managing our employee benefit plans.

Medical, dental, vision, health savings and spending accounts, life insurance/AD&D, long- and short-term disability, optional disability, and other health coverages, as well as an employee assistance program are among the benefit coverages that the city offers. The benefit plan year for the city runs from January to December.

HUB created a health budget projection based on no modifications to the plan for accurate financial forecasting because of the time of budget preparation. This projection includes a 7% trend increase due to the ongoing rise in health care costs. This trend and the need to continue to offer a competitive benefit package, are reasons why the city continues to stay vigilant when considering options in health plan design, premium structure, medical networks, disease management programs, pharmacy management, and preventive/wellness endeavors.

To this point, and to ensure we are providing competitive benefits at the best value to manage growing costs to the plan, the city is planning to submit a request for proposals in 2024 for plan year 2025 on all coverages, except for life and long- and short-term disability, as we are under a rate guarantee period with Symetra. In June, the request

for proposals will be made public, and in August, recommendations will be prepared. Before this date, health carriers will not provide quotes because sufficient claims data is inaccessible.

In addition, the city's evaluation of switching to a fully insured plan or keeping its self-insured dental and medical coverage will be considered throughout the RFP process. A move to fully insured may have a negative effect on the city's capacity to manage expectations when dealing with rising premiums and internal health care fund management, according to an early analysis with HUB International; however, more review is required before any recommendations are made.

With the final recommendations, HUB International will provide options for the city to consider.

RECOMMENDATION:

Not applicable

PRIOR ACTION/INPUT (Council, Boards, Citizens):

Not applicable

REFERENCE:

Not applicable

FISCAL IMPACT:

Not applicable

STAFF CONTACT:

Cheryl Marthiljohni
Director of Human Resources
cmarthiljohni@burlson.tx.com
817-426-9641

HUB

Risk & Insurance | Employee Benefits | Retirement & Private Wealth



Health Fund 2023 / 2024

Senior Account Executive— Monica Blakeley
Benefits Analyst – Carson Brooks

Today's Presenter



Monica Blakeley, VP Employee Benefits

HUB International

- ▶ 30+ years of Experience, Broker/Consulting & Carrier
- ▶ Public Sector Lead Consultant working with the City on Strategy and overseeing the Employee Benefits program and HUB Team
- ▶ Expertise in Contract Negotiations, Carrier Relationship Management,
- ▶ Client Financial Cost Management, Compliance, and Project Management

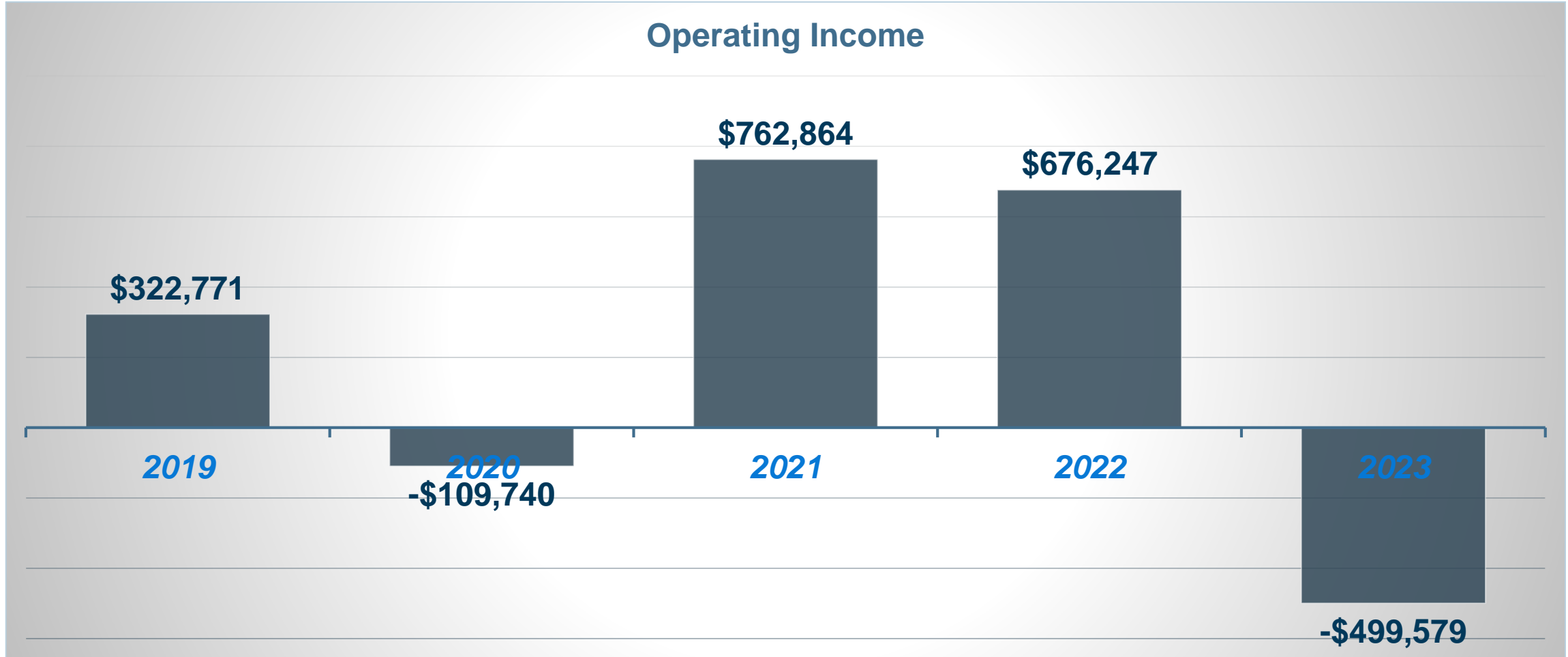
Maintaining a competitive plan that meets the needs of employees and reduces cost where possible for a fiscally responsible plan.

2023 Plan Experience

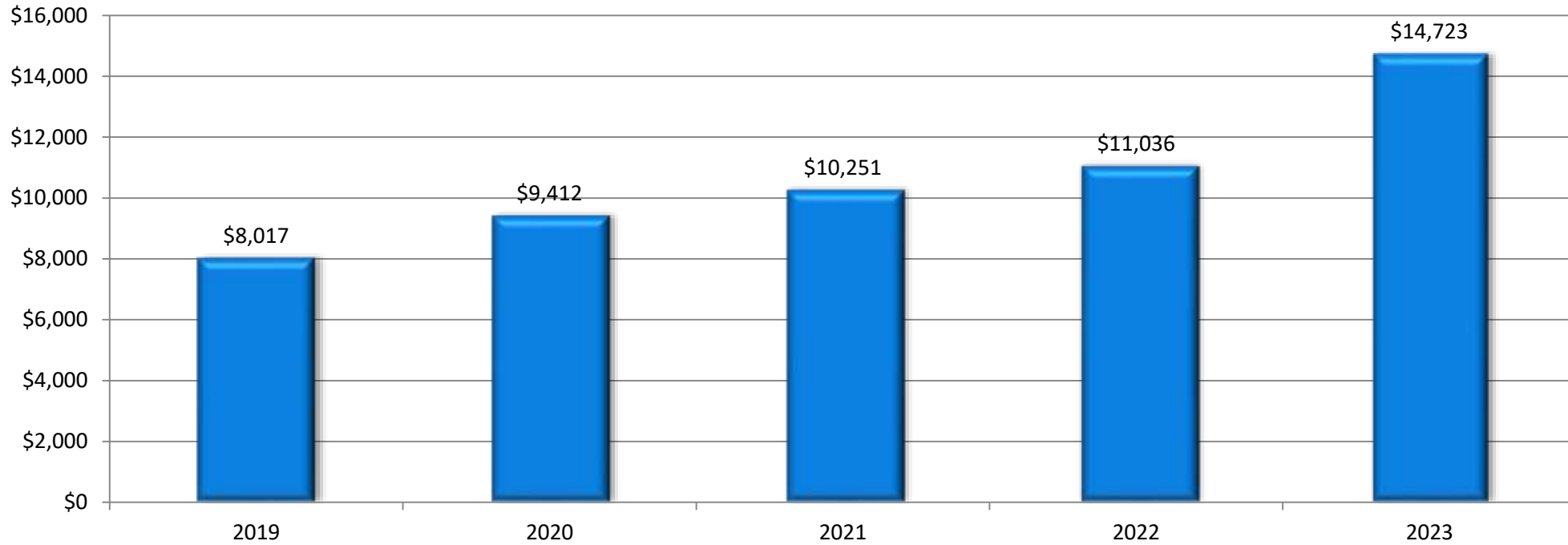
- Claims (medical/pharmacy) increased by **33.4%** from previous year.
- Stop loss ratio increased by **66%** from previous year.
- The city had a loss of **\$499,579**.

Health Fund Experience

Operating Income

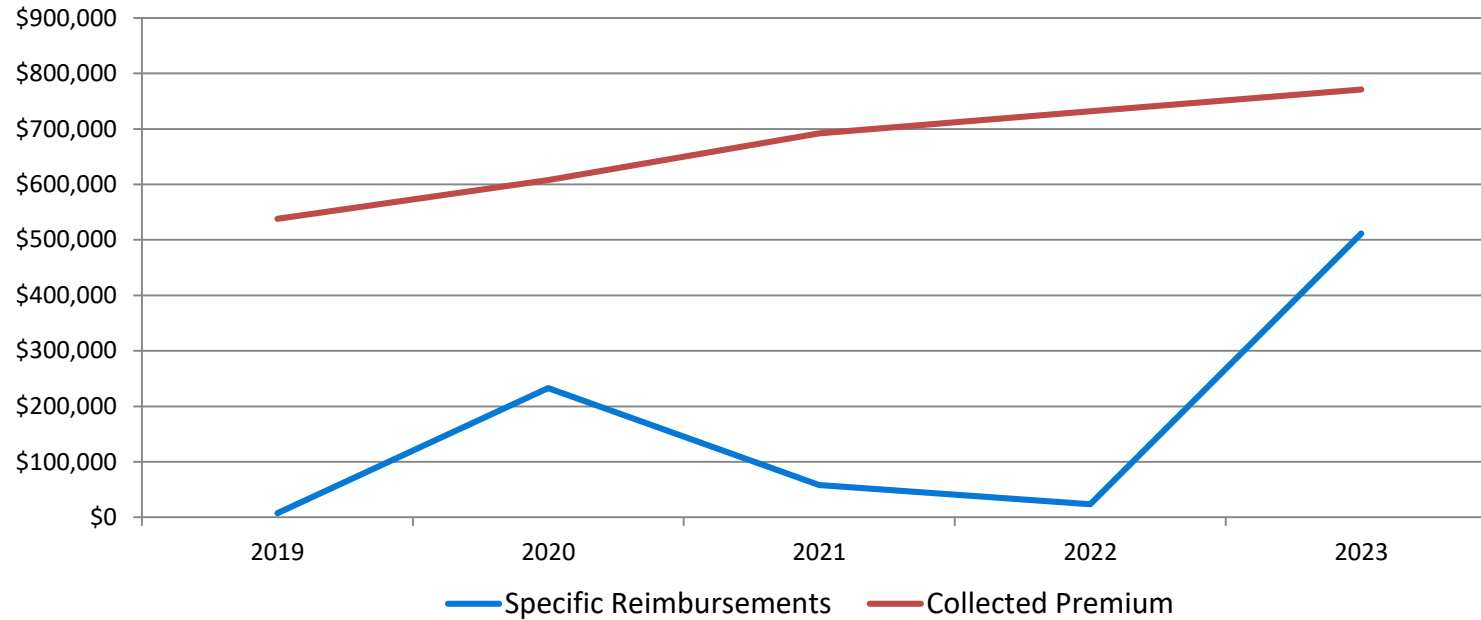


Total Gross Paid Claims – Per Capita



	Total	% Δ from Previous
2019	\$8,017	n/a
2020	\$9,412	17.4%
2021	\$10,251	8.9%
2022	\$11,036	7.7%
2023	\$14,723	33.4%

Specific Stop Loss Analysis



Plan Year	Specific Reimbursements	Collected Premium	Loss Ratio	# of claimants
2019	\$7,405	\$537,917	1%	1
2020	\$233,150	\$607,637	38%	3
2021	\$58,036	\$691,977	8%	2
2022	\$23,770	\$731,711	3%	2
2023	\$511,730	\$770,910	66%	6

HUB

Risk & Insurance | Employee Benefits | Retirement & Private Wealth

How does past performance impact projection?

Budget Projection: 2024 - 2025

Partial Self Funded Budget Projection	Actual 2022-2023	Updated 2023 - 2024 Projection	Projected 2024-2025 (4.24.24)
Net Medical and Rx Claims	\$4,632,095	\$5,085,702	\$5,495,516
Medical / Rx Administration Fees	\$20,297	\$21,590	\$20,290
Stop Loss Fees	\$761,244	\$849,000	\$1,002,048
Health Care Reform Fees (PCORI)	\$1,719	\$1,839	\$1,972
Minus Estimated Rx Rebates	-\$222,607	-\$220,000	-\$237,013
Total Health Care Expenses	\$5,192,748	\$5,738,132	\$6,282,812
HSA Funding (Max)	\$420,000	\$465,000	\$465,000
HRA Funding	\$5,000	\$5,000	\$5,000
Wellness Plan / Communication Funding	\$30,000	\$50,000	\$50,000
HUB Consultant Cost + GASB	\$49,400	\$49,400	\$49,400
EAP Cost	\$12,842	\$13,500	\$13,905
Spending Account Fees	\$7,300	\$10,250	\$10,250
Cobra Fees	\$2,000	\$2,250	\$2,250
Total Other Miscellaneous Expenses	\$526,542	\$595,400	\$595,805
Total Plan Cost	\$5,719,290	\$6,333,532	\$6,878,617
\$ Change from Prior Year	-	\$614,242	\$545,085
% Change from Prior Year	-	10.7%	8.6%
Change from Year	n/a	Actual 2022 - 2023	Projected 2023-2024
Employee / Retiree Count	354	377	377

Dental Projections: 2024 - 2025

Dental Budget Projection	Actual 2022-2023	Updated 2023 - 2024 Projection	Projected 2025	2024- (4.24.24)
Dental Claims	\$253,365	\$270,351		\$281,165
Dental Administration Fees	\$19,953	\$20,064		\$20,465
Total Dental Plan Cost	\$273,318	\$290,415		\$301,631
\$ Change from Prior Year	n/a	\$17,097		\$11,215
%Change from Year	n/a	6.3%		3.9%
Change from Year	n/a	Actual 2022-2023	Projected	2023- 2024
Enrollment / Retiree Count	400	415		415

Budget Assumptions

- Projected 2023 – 2024
 - Projected Claims – Last 24 months projected claims through plan year end (including trend)
 - 7.3% medical trend
 - 9.8% pharmacy trend
- ASO 3% trend annually
- Stop Loss Fees
 - 18% Trend Increase annually
- Projected 2024 – 2025
 - 8% Trend Increase (Blended Medical and Pharmacy)
- Projected 2025 – 2026
 - 8% Trend Increase (Blended Medical and Pharmacy)
- Healthcare Reform – PCORI Fees
 - 7% Trend Increase annually
- Projected Dental Claims
 - Projected Claims – Last 24 months projected claims through plan year end (including trend)
 - 4% dental trend

Plan Spend – 2023 Plan Year



Month	ENROLLMENT ¹			CLAIMS DATA					FIXED COST			EMPLOYER NET COST EE		BUDGET DATA		
	HDHP	PPO	Total	HDHP	PPO	Stop Loss	Rx Rebates	Total	Admin	Stop Loss	Total	Contribs ²	Net Cost	Total Cost	Total Premium	Surplus
2023-01	267	86	353	\$250,365	\$109,107	\$0	(\$51,921)	\$307,551	\$1,610	\$63,183	\$64,793	(\$51,657)	\$320,687	\$372,344	\$443,913	\$71,569
2023-02	267	86	353	\$132,643	\$96,187	\$0	\$0	\$228,830	\$1,610	\$63,183	\$64,793	(\$51,852)	\$241,771	\$293,623	\$443,665	\$150,042
2023-03	267	86	353	\$161,797	\$146,791	\$0	\$0	\$308,589	\$1,610	\$63,183	\$64,793	(\$51,852)	\$321,530	\$373,382	\$443,665	\$70,283
2023-04	268	89	357	\$295,827	\$138,451	\$0	(\$50,791)	\$383,487	\$1,628	\$63,899	\$65,527	(\$53,133)	\$395,882	\$449,014	\$451,507	\$2,493
2023-05	268	91	359	\$266,255	\$122,757	\$0	\$0	\$389,012	\$1,637	\$64,257	\$65,894	(\$53,804)	\$401,102	\$454,906	\$453,960	(\$947)
2023-06	270	92	362	\$450,205	\$229,988	(\$8,567)	\$0	\$671,626	\$1,651	\$64,794	\$66,445	(\$54,301)	\$683,770	\$738,071	\$456,652	(\$281,419)
2023-07	271	92	363	\$248,225	\$117,992	(\$2,661)	(\$59,435)	\$304,121	\$1,655	\$64,973	\$66,629	(\$54,992)	\$315,757	\$370,750	\$460,365	\$89,615
2023-08	271	93	364	\$428,341	\$134,806	(\$2,997)	\$0	\$560,150	\$1,660	\$65,152	\$66,812	(\$55,367)	\$571,595	\$626,962	\$461,760	(\$165,202)
2023-09	271	92	363	\$267,873	\$117,290	(\$27,369)	\$0	\$357,793	\$1,655	\$64,973	\$66,629	(\$55,432)	\$368,990	\$424,422	\$461,777	\$37,355
2023-10	270	89	359	\$509,522	\$124,730	(\$8,749)	(\$61,845)	\$563,658	\$1,637	\$64,257	\$65,894	(\$55,404)	\$574,149	\$629,552	\$458,426	(\$171,126)
2023-11	270	91	361	\$263,038	\$134,448	(\$29,092)	\$0	\$368,394	\$1,646	\$64,615	\$66,262	(\$56,289)	\$378,367	\$434,655	\$461,840	\$27,184
2023-12	267	93	360	\$380,198	\$157,534	(\$36,942)	\$0	\$500,790	\$1,642	\$64,436	\$66,078	(\$57,304)	\$509,564	\$566,868	\$464,990	(\$101,878)
Total	3,227	1,080	4,307	\$3,654,289	\$1,630,081	(\$116,378)	(\$223,992)	\$4,944,000	\$19,640	\$770,910	\$790,550	(\$651,385)	\$5,083,165	\$5,734,550	\$5,462,521	(\$272,029)
Avg/PEPM	269	90	359	\$1,132.41	\$1,509.33	(\$27.02)	(\$52.01)	\$1,147.90	\$4.56	\$178.99	\$183.55	(\$151.24)	\$1,180.21	\$1,331.45	\$1,268.29	(\$63.16)

Plan Spend – 2023 / 2024 Fiscal Year



Month	ENROLLMENT ¹			CLAIMS DATA					FIXED COST			EMPLOYER NET COST		BUDGET DATA		
	HDHP	PPO	Total	HDHP	PPO	Stop Loss	Rx Rebates	Total	Admin	Stop Loss	Total	EE Contribs ²	Net Cost	Total Cost	Total Premium	Surplus
2023-10	270	89	359	\$509,522	\$124,730	(\$37,564)	(\$61,845)	\$534,843	\$1,637	\$64,257	\$65,894	(\$55,404)	\$545,333	\$600,737	\$458,426	(\$142,311)
2023-11	270	91	361	\$263,038	\$134,448	(\$34,620)	\$0	\$362,866	\$1,646	\$64,615	\$66,262	(\$56,289)	\$372,839	\$429,127	\$461,840	\$32,712
2023-12	267	93	360	\$380,198	\$157,534	(\$90,520)	\$0	\$447,212	\$1,642	\$64,436	\$66,078	(\$57,304)	\$455,986	\$513,290	\$464,990	(\$48,300)
2024-01	283	94	377	\$229,670	\$102,887	\$0	(\$53,655)	\$278,902	\$1,719	\$73,210	\$74,929	(\$51,033)	\$302,798	\$353,831	\$477,531	\$123,700
2024-02	280	92	372	\$136,145	\$91,777	\$0	\$0	\$227,922	\$1,696	\$72,239	\$73,935	(\$51,382)	\$250,475	\$301,857	\$477,357	\$175,500
2024-03	282	94	376	\$167,185	\$112,873	\$0	\$0	\$280,058	\$1,715	\$73,015	\$74,730	(\$52,009)	\$302,779	\$354,788	\$484,627	\$129,839
2024-04																
2024-05																
2024-06																
2024-07																
2024-08																
2024-09																
Total	1,652	553	2,205	\$1,685,758	\$724,249	(\$162,704)	(\$115,501)	\$2,131,803	\$10,055	\$411,773	\$421,828	(\$323,421)	\$2,230,210	\$2,553,631	\$2,824,771	\$271,140
Avg/PEPM	275	92	368	\$1,020.43	\$1,309.67	(\$73.79)	(\$52.38)	\$966.80	\$4.56	\$186.75	\$191.31	(\$146.68)	\$1,011.43	\$1,158.11	\$1,281.08	\$122.97

Medical Contributions – Active Employees

Enrollment	
HSA Plan	Full Time Employees
Employee Only	270
+ Spouse	28
+ Child(ren)	45
+ Family	88
Premium Contributions	270
HSA Contributions	270
Total Contributions	270

Unit Costs - Monthly			
Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
\$657.29	\$657.29	100.0%	\$0.00
\$788.76	\$678.02	86.0%	\$110.74
\$460.12	\$419.78	91.2%	\$40.34
\$1,380.34	\$1,186.60	86.0%	\$193.74
\$4,100,747	\$3,837,165	93.6%	\$263,582
\$431,000	\$431,000	100.0%	
\$4,531,747	\$4,268,165	94.2%	\$263,582

Total Costs - Monthly
Total Employee Contribution (\$)
\$0.00
\$110.74
\$40.34
\$193.74

Copay Plan	Full Time Employees
Employee Only	97
+ Spouse	8
+ Child(ren)	21
+ Family	13
Premium Contributions	97

Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
\$902.83	\$859.27	95.2%	\$43.56
\$1,083.39	\$713.84	65.9%	\$369.55
\$631.99	\$416.41	65.9%	\$215.58
\$1,895.95	\$1,249.23	65.9%	\$646.72
\$1,609,929	\$1,368,534	85.0%	\$241,395

Total Employee Contribution (\$)
\$43.56
\$413.11
\$259.14
\$690.28

All Plans	367
------------------	------------

\$6,141,676	\$5,636,699	91.8%	\$504,977
--------------------	--------------------	--------------	------------------

Retiree – Total Funding Rates

		Unit Costs - Monthly
HSA Plan	Current Retirees	Medical Rate
Employee Only	10	\$788.75
+ Spouse	0	\$946.51
+ Child(ren)	0	\$552.14
+ Family	1	\$1,656.41
Premium Contributions	10	\$114,527

Copay Plan	Current Retirees	Medical Rate
Employee Only	1	\$1,083.40
+ Spouse	0	\$1,300.06
+ Child(ren)	0	\$1,841.78
+ Family	0	\$2,275.14
Premium Contributions	1	\$13,001

Retiree Total Contributions	11	\$127,528
------------------------------------	-----------	------------------

Dental Contributions



Enrollment		Unit Costs - Monthly				Total Costs - Monthly
DPPO Base	Subscribers	Dental Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee	335	\$35.89	\$35.89	100.0%	\$0.00	\$0.00
+ Family	157	\$62.84	\$3.22	5.1%	\$59.62	\$59.62
Total Contributions	335	\$262,662	\$150,339	57.2%	\$112,323	

DPPO Buy Up	Subscribers	Dental Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee	80	\$38.92	\$35.88	92.2%	\$3.04	\$3.04
+ Family	48	\$68.18	\$3.22	4.7%	\$64.96	\$68.00
Total Contributions	80	\$76,635	\$36,300	47.4%	\$40,336	

Total Contributions	415	\$339,298	\$186,639	55.0%	\$152,659	
----------------------------	------------	------------------	------------------	--------------	------------------	--

HUB

Risk & Insurance | Employee Benefits | Retirement & Private Wealth

How are we addressing?

Item B.

Necessary steps for a fiscally “healthy” plan

- Review in detail health plan revenue and expenditures
- Conduct request for proposals (RFP) for major coverages
- Market Stop Loss
- Evaluate fully-insured plans vs. staying self-insured
- Evaluate plan designs and contribution levels
- Focus on claim analysis to better understand preventative programs or disease management programs (ex: diabetes)

Preliminary Renewal Timeline

➤ February / March

- *Benefit Strategy Meeting – February 29th*
- *Complete Action Items from Strategy Meeting*
- *Monthly Reporting*

➤ April

- *Complete Action Items from Benefit Strategy Meeting*
- *Monthly Reporting*

➤ May

- *Claims Update*
- *Budget Projection*
- *Draft RFP Supplied*
- *Plan Design Options (Price out)*
- *Finalize Timeline*
- *Monthly Reporting*

➤ June

- *Utilization Review with UHC – Date TBD*
- *Release RFP (late June)*
- *Monthly Reporting*

➤ July

- *Pre-Open Enrollment Strategy Meeting*
- *RFP Due (Date TBD)*
- *Monthly Reporting*

➤ August

- *RFP Presentation & Recommendations*
- *Begin Vendor Implementations*
- *Update Bentek*
- *Continue Open Enrollment Preparations*
- *Monthly Reporting*

➤ September

- *Preliminary Stop Loss Renewal Due*
- *Continue Vendor Implementations*
- *Continue Open Enrollment Preparations*
- *Council Approval (if moving Fully Insured)*
- *Monthly Reporting*

➤ October

- *Finalize Stop Loss Renewal*
- *Conduct Open Enrollment (Oct. 28th Start)*
- *Complete Applications*
- *Monthly Reporting*

Preliminary Renewal Timeline

- **November**
 - *Finalize Vendor Implementations*
 - *Finalize Open Enrollment (Nov. 8th)*
 - *Council Approval (if City stay Partial Self Funded / Stop Loss)*
 - *Monthly Reporting*

- **December**
 - *Conduct Post Open Enrollment Meetings*
 - *Release ID Cards*
 - *Monthly Reporting*

- **January**
 - *New Plan Year Begins*
 - *Monthly Reporting*

Thank you.

Finance Committee

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 8, 2024

SUBJECT:

Discuss property tax rate strategies and consider designating the Johnson County Tax Assessor/Collector to perform the required calculation of relevant tax rates and the City Manager to publish and deliver the tax rate forms in accordance with Chapter 26 of the Texas Tax Code. (Staff Contact: Harlan Jefferson, Deputy City Manager)

SUMMARY:

It has been the City's practice to designate the Johnson County Tax Assessor/Collector ("TAC") to perform the required calculation of the relevant tax rates and the preparation of notices for publication in accordance with the Texas Tax Code. The tax calculations required are the no-new-revenue tax rate (no-new-revenue tax rate = [last year's levy – lost property levy] / [current total value – new property value]) and the voter-approval tax rate (voter-approval tax rate = [no-new-revenue maintenance and operations rate x 1.035 + current debt rate). The required tax rate calculations must be made on specific worksheet forms prescribed by the state comptroller.

In 2005, the City and the TAC entered into an interlocal agreement whereby the City designated the TAC as the tax assessor and collector for the City. Texas Tax Code § 26.04 requires that tax calculations be done by a designated officer or employee of the City, and traditionally, that function had been done by the TAC (considered an officer of the unit by case law). Historically, the TAC treated the interlocal agreement with the City as the designation of the TAC to perform the calculations without any other formal action by the city council.

In 2019, however, the 68th Texas Legislature made sweeping changes to the Texas Tax Code in S.B. 2 and gave additional responsibilities to the designated officer or employee. Accordingly, because of the changes, the City, through resolution, started formally designating the TAC as the officer to make these calculations, instead of relying on the 2005 interlocal agreement.

In the last ten years, the City has decreased its property tax rate from \$0.74 per taxable property value to \$0.6325 per taxable property value. To maintain the current tax rate, the City could consider increasing its homestead exemption, stopping cash funding capital projects, and/or utilizing its unused increment rate.

RECOMMENDATION:

Staff recommends discussing property tax rate strategies and designating the Johnson County Tax Assessor/Collector to perform the required calculation of relevant tax rates and the City Manager to publish and deliver the tax rate forms in accordance with Chapter 26 of the Texas Tax Code.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

- Resolution
- Truth-In-Taxation Basis Flyer
- Unused Increment Rate Flyer

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651



Tax Rate Strategies

PRESENTED TO THE FINANCE COMMITTEE ON
MAY 8, 2024

Presentation Overview

Property Tax Facts

Tax Rate Comparison

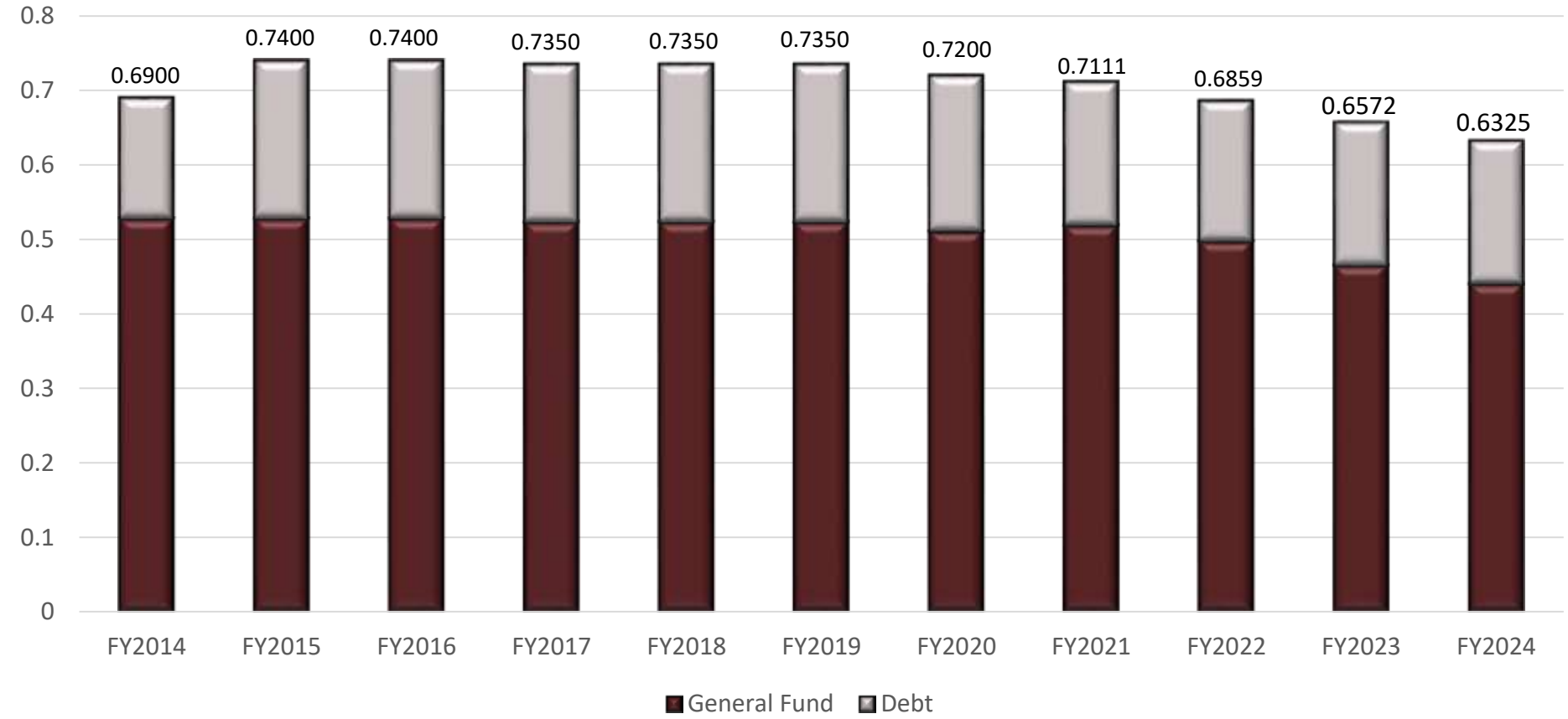
Truth-In-Taxation Terms

Retaining Tax Rate Options

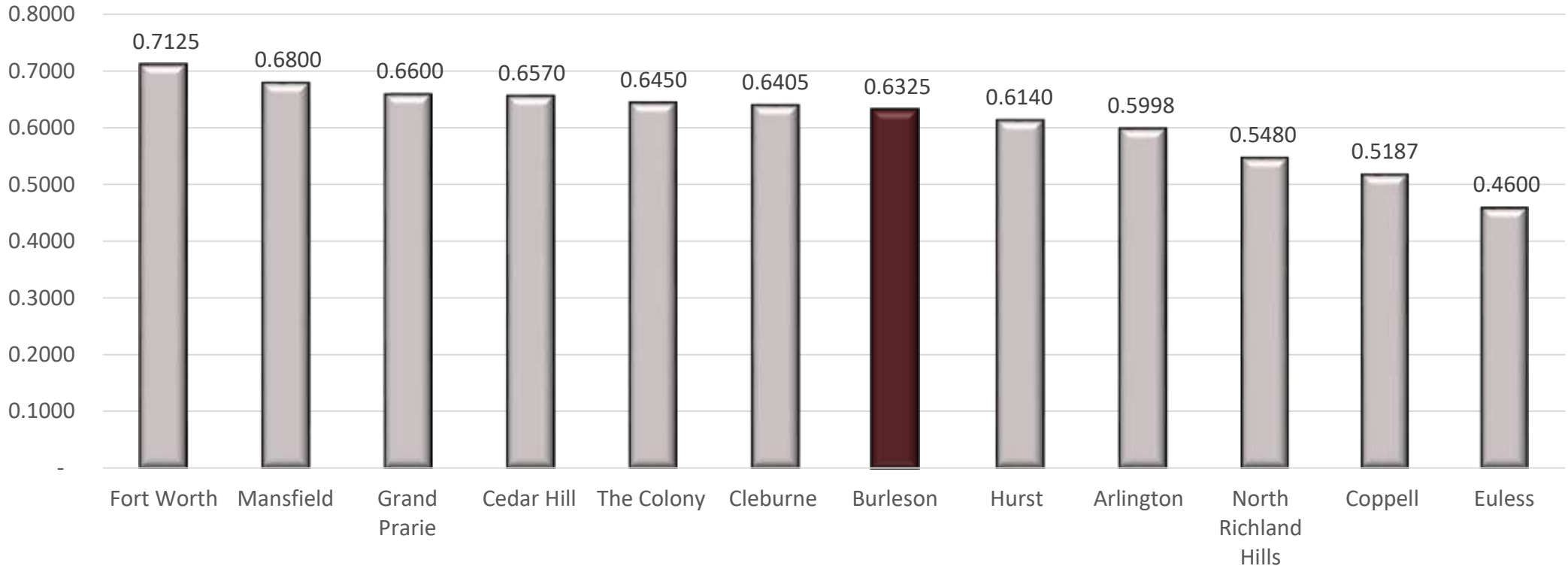
Review Next Steps

Property Tax Facts

Tax Rate History



Other City Tax Rates Comparative



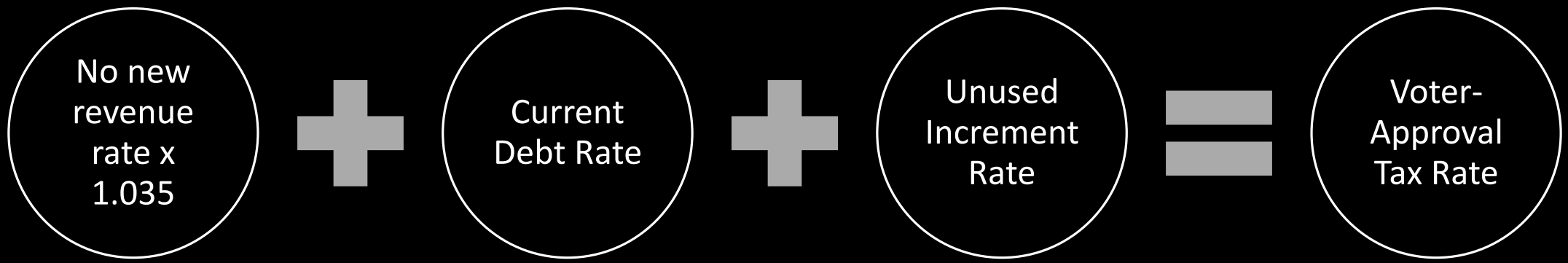
Terminology and Calculations for Taxing Units

“No-New-Revenue Tax Rate” means a rate expressed in dollars per \$100 of taxable value calculated to the following formula:



Terminology and Calculations for Taxing Units Cont.

“Voter-Approval Tax Rate” means a rate expressed in dollars per \$100 of taxable value calculated as follows:



Terminology and Calculations for Taxing Units Cont.

- “Unused Increment Rate” occurs because a taxing unit adopted a rate below the voter-approval tax rate. The amount below the voter-approval tax rate in the last three years is added to the voter approval tax rate in the current tax year.
- *Example – The adopted rate for 2022 was 2 cents below the voter approval tax rate, so this 2 cents is added to the calculated voter-approval rate in 2023. Calculated voter approval tax rate in 2023 of 63 cents plus the 2 cent unused increment rate would equal a 65 cent voter approval tax rate.*



Homestead Exemption History

- As part of the FY2021-2022 budget process, the City Council approved a 1% residential homestead exemption to be effective for Tax Year 2022 (FY2022-2023). This was the first residential homestead exemption in the history of the City of Burleson.
- As part of the FY2022-2023 budget process, the City Council approved a 1% increase to the residential homestead exemption, for a total of 2%, to be effective for Tax Year 2023 (FY2023-2024).
- As part of the FY2023-2024 budget process, the City Council approved a 1% increase to the residential homestead exemption, for a total of 3%, to be effective for Tax Year 2024 (FY2024-2025).
- Because increases in the homestead exemption reduce the taxable value, the voter-approval tax rate is higher than it would otherwise be and the exemption does not benefit commercial or income producing property.

Reconsider Cash Funding Capital Projects

- When calculating the voter-approval tax rate, debt service payments and the necessary tax rate to fund the debt service payments are automatically included in the total voter-approval tax rate.
- This means the City could increase the debt service portion of the tax rate without risking going over the voter-approval tax rate.
- Staff's recommendation is to stop utilizing cash funding to fund capital projects.

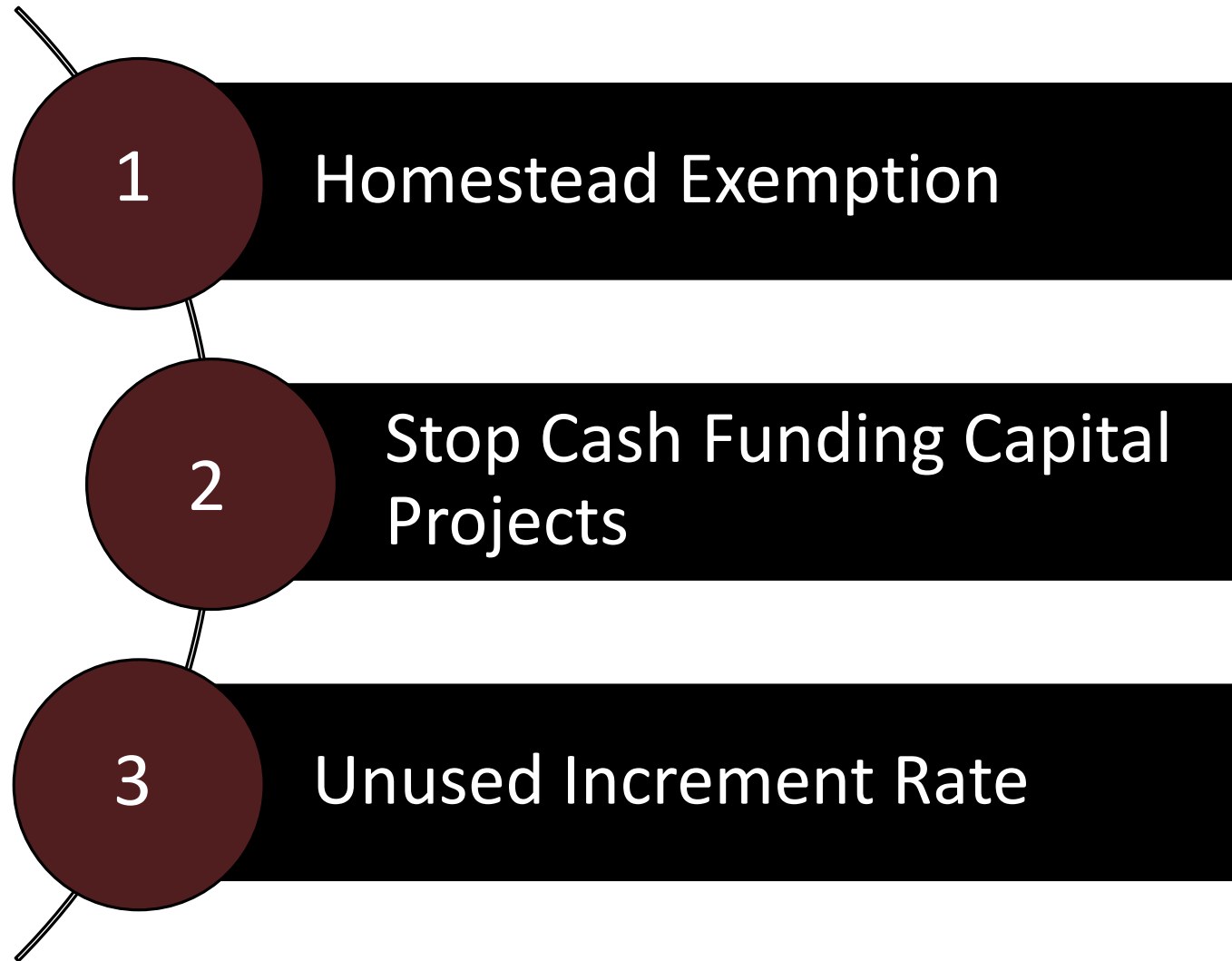
Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0

Unused Increment Rate

2021 \$0.0158	2022 \$0.0060	2023 \$0.0000	Total \$0.0218
------------------	------------------	------------------	-------------------

Options For Retaining Tax Rate



Next Steps



Council consider a resolution addressing the Voter-Approval Tax Rate



Council consider an ordinance addressing the Homestead Exemption



Address Unused Increment Rate



QUESTIONS/COMMENTS



Approve as presented
or with modifications



Deny request

Options

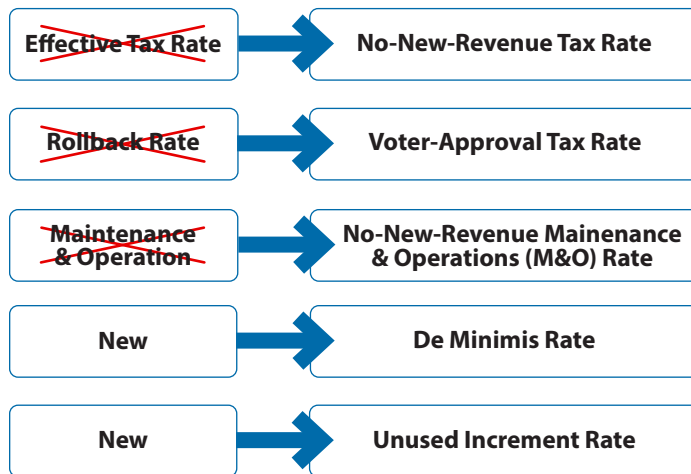
Truth-In-Taxation (TNT) Basics

Item C.

(For Taxing Units Other Than School Districts)

Terminology and Calculations for Taxing Units

Senate Bill 2, 86th Legislative Session made several significant changes to the truth-in-taxation process. Below is new terminology and calculations from this legislation.



The calculations are:

(1) "No-New-Revenue Tax Rate"

means a rate expressed in dollars per \$100 of taxable value calculated to the following formula:

$$\frac{\text{NO-NEW-REVENUE} = (\text{LAST YEAR'S LEVY} - \text{LOST PROPERTY LEVY})}{(\text{CURRENT TOTAL VALUE} - \text{NEW PROPERTY VALUE})}$$

(2) "Voter-Approval Tax Rate"

means a rate expressed in dollars per \$100 of taxable value calculated to one of the following applicable formulas:

(A) For a special taxing unit:

$$\text{VOTER-APPROVAL TAX RATE} = (\text{NO-NEW-REVENUE M\&O RATE} \times 1.08) + \text{CURRENT DEBT}$$

(B) For a taxing unit other than a special taxing unit:

$$\text{VOTER-APPROVAL TAX RATE} = (\text{NO-NEW-REVENUE M\&O RATE} \times 1.035) + \text{CURRENT DEBT RATE} + \text{UNUSED INCREMENT RATE}$$

What adopted tax rates trigger an election or petition

ADOPTED TAX RATE IS:

BELOW voter-approval tax rate	No election required
ABOVE voter-approval tax rate but BELOW de minimis rate	Voters may petition for an election*
ABOVE voter-approval tax rate; Taxing unit does not calculate a de minimis rate	Election required**
ABOVE voter-approval tax rate and ABOVE the de minimis rate	Election required

* The election trigger in a municipality with a population of less than 30,000 that does not meet the definition of a special taxing unit may differ. See Tax Code Secs. 26.063 and 26.075 for details on when voters may petition for an election.

** See Water Code Secs. 49.23601, 49.23602, and 49.23603 for details on election requirements for water districts.

Revenue Threshold in Voter-Approval Tax Rate

(or threshold over which voters must approve tax increases)

Taxing Unit	Voter-Approval Tax Rate
Cities / Counties	3.5%
Special Taxing Units*	8%

* Hospitals, Junior Colleges and Special Districts with M&O tax rate of 2.5 cents or less

Where can I find more information?

Information is typically obtained from the resources below, but may be different for your taxing unit.

What information is available from my appraisal district?

1. Certified taxable values
2. Property value under protest
3. New real property and improvement value
4. Value of property lost
5. Captured appraisal values for tax increment financing (TIFs)
6. Property known, but not certified
7. Property with tax ceiling

What information is available from my governing body?

1. Debt information
2. Unencumbered fund balance
3. TIF payments
4. Amount if transferring a function
5. Sales tax spent for no-new-revenue maintenance and operations
6. Enhanced indigent health care information
7. Criminal justice mandate information

What information is available from Texas Comptroller of Public Accounts?

1. Railroad rolling stock value
2. Sales tax information (if applicable)

What information is available from collectors?

1. Refund information
2. Excess collections

Terms and Definitions

No-new-revenue tax rate

(Last year's levy minus lost property levy) divided by (current total value minus new property value).

Voter-approval tax rate for a special taxing unit

Voter-approval tax rate equals (no-new-revenue maintenance and operations tax rate times 1.08) plus current debt rate.

Voter-approval tax rate for a taxing unit other than a special taxing unit

(No-new-revenue maintenance and operations tax rate times 1.035) plus current debt plus unused increment rate.

No-new-revenue maintenance and operations rate

(Last year's levy minus last year's debt minus last year's junior college levy) divided by (current total value minus new property value).

De minimis rate

The rate is equal to the sum of:

- (A) a taxing unit's no-new-revenue maintenance and operations rate;
- (B) the rate that when applied to a taxing current total value, will impose an amount of taxes equal to \$500,000, and
- (C) a taxing unit's current debt rate.

Unused increment rate

A taxing unit that did not use all of its revenue growth may bank that unused growth as long as the taxing unit averaged below 3.5 percent of the voter-approval rate over three years.

For more information, visit our website:
comptroller.texas.gov/taxes/property-tax

Texas Comptroller of Public Accounts
Publication #98-1080
March 2022

Unused Increment Rate

(not applicable to school districts)

Unused Increment Rate

The unused increment rate can be used to increase the voter-approval tax rate, depending upon the tax rates adopted by a city in the previous three years. The unused increment rate is the three year rolling sum of the difference between the actual tax rate and the voter-approval tax rate. A city has the ability to bank any unused amounts below the voter-approval tax rate to use up to three years. Conversely, if a city adopts the voter-approval tax rate all three years, the unused increment rate would be zero. School districts do not calculate an unused increment rate.

VOTER-APPROVAL TAX RATE
(Tax rate used to levy taxes in preceding year(s))

— (MINUS)

ACTUAL TAX RATE
(Voter-approval tax rate in preceding tax year less unused increment rate for the preceding year)

=

UNUSED INCREMENT RATE

Maximum Unused Increment Rate – Three Year Look Back Calculation

Taxing units calculate the unused increment rate by comparing the actual tax rates in the previous three-years to the voter-approval tax rate, the maximum tax rate a unit can adopt without triggering an election. This comparison is made before considering the unused increment allowance in the voter-approval tax rate.


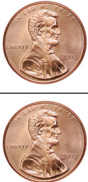
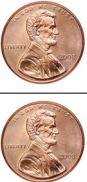

The unused increment for any year prior to 2020 is considered zero.

If a municipality is considered a defunding municipality, the difference between the municipality’s actual tax rate and the voter-approval tax rate is considered zero.

Counties that reduce the funding or allocate funding away from a law enforcement agency without voter approval, the difference between the actual tax rate and the voter-approval tax rate is considered zero.

Look back three years



2021 (Year 1)	2022 (Year 2)	2023 (Year 3)	2024
			
1¢	2¢	2¢	5¢ (Max)
Taxing unit adopts a tax rate \$0.01 less than the voter-approval tax rate.	Taxing unit adopts a tax rate \$0.02 less than the voter-approval tax rate.	Taxing unit adopts a tax rate \$0.02 less than the voter-approval tax rate.	Taxing unit may adjust the voter-approval tax rate higher by up to \$0.05 without triggering an election.

Unused Increment Rate

Frequently Asked Questions

How do I calculate my taxing unit's unused increment rate?

The unused increment rate looks back at the difference between the taxing unit's voter-approval tax rate without the unused increment and the adopted tax rate for each of the preceding three years. This process is commonly referred to as "banking" unused pennies by adopting a tax rate below the allowable revenue growth of 3.5 percent. Depending on the tax rate adopted each year, the taxing unit may contribute to or withdraw from the banked pennies. The formula for the unused increment rate is the following: (previous year voter-approval tax rate without the unused increment rate – previous year actual tax rate) + (2nd preceding year voter-approval tax rate without the unused increment rate – 2nd preceding year actual tax rate) + (3rd preceding year voter-approval tax rate without the unused increment rate – 3rd preceding year actual tax rate) = the current year's total unused increment rate.

What happens if my taxing unit adopts a tax rate that uses some or all the available unused increment rate for the current year?

If a taxing unit adopts a tax rate that uses some or all the available unused increment rate, that taxing unit will effectively "withdraw" that portion or all the unused increment. By adopting a tax rate below its voter-approval tax rate but greater than what the voter-approval tax rate would have been without the unused increment, the formula would result in a negative contribution or draw down for that individual year of the total three-year look back. Over the next three years, the current year will contribute a negative number to the unused increment calculation, effectively lowering or zeroing out the total unused increment rate in future years.

Do we have to use all the available unused increment rate when calculating this year's voter-approval rate?

Your voter-approval tax rate calculation must include the entire unused increment rate, however, the taxing unit does not have to adopt a tax rate that uses any of the

unused increment rate or "banked" pennies. The unused increment rate available for the current year depends upon the amount of unused increment in each of the previous three years. If a portion of unused increment was used in the previous three years, only the portion that is unused rolls to the next year.

Are there posting or publishing requirements for the unused increment rate?

Yes, the unused increment rate is calculated within the Tax Rate Calculation Worksheet and the worksheet must be published. However, there is no specific requirement that a notice of tax rate, hearing or meeting must separately identify the unused increment rate.

Is an election to approve the adopted tax rate triggered if the adopted tax rate is less than the voter-approval tax rate with the unused increment rate added?

No, the voter-approval tax rate is inclusive of any available unused increment rate and is now the highest tax rate a taxing unit may adopt before an automatic election is triggered.

What happens to the unused increment rate if we do not use it?

The unused increment rate looks at the previous 3 years. If a taxing unit adopts a tax rate equal to what its voter-approval tax rate would have been without the addition of the unused increment rate, it will not contribute any "banked" pennies to the unused increment rate for that year within the calculation for the next three years. The unused pennies from the two preceding years will still be available within the calculation in the next immediate year.

For more information, visit our website:
comptroller.texas.gov/taxes/property-tax

Texas Comptroller of Public Accounts
Publication #98-1081
March 2022

Finance Committee

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding a proposal to reconsider cash funding capital projects to enhance the General Fund's fund balance. (Staff Contact: Harlan Jefferson, Deputy City Manager)

SUMMARY:

On September 11, 2023, the Council approved the final reading of the City's FY 2023-2024 annual budget and capital improvement program (CIP). The approved budget includes the City's capital improvement program for the General Government Funds. The adopted budget contained the cash funding of capital items such as the remodeling of City Hall. The five-year forecast also included cash funding for other capital items like the outdoor warning sirens, fire engines, and all the equipment needed to stock the engines.

Due to the changes in the Truth-In-Taxation legislation when S.B. 2 was adopted in 2019, implementing a tax rate strategy of minimizing the cash funding of capital items while simultaneously issuing debt for those same capital projects will reduce the downward pressure on the property tax rate.

RECOMMENDATION:

Staff recommends that the Committee discuss the merits of the proposal to reconsider cash funding capital projects to enhance the General Fund's fund balance and provide feedback and direction before forwarding this matter to the entire Council for consideration.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651



Reconsider Cash Funding Capital Projects

PRESENTED TO THE FINANCE COMMITTEE ON
MAY 8, 2024

Overview of Presentation

- S.B.2 Tax Implication
- Eligible Projects
- Property Value Growth
- Debt Capacity
- Review next steps

Reconsider Cash Funding Capital Projects



- When calculating the voter-approval tax rate, debt service payments and the necessary tax rate to fund the debt service payments are automatically included in the total voter-approval tax rate.
- This means the City could increase the debt service portion of the tax rate without risking going over the voter-approval tax rate.

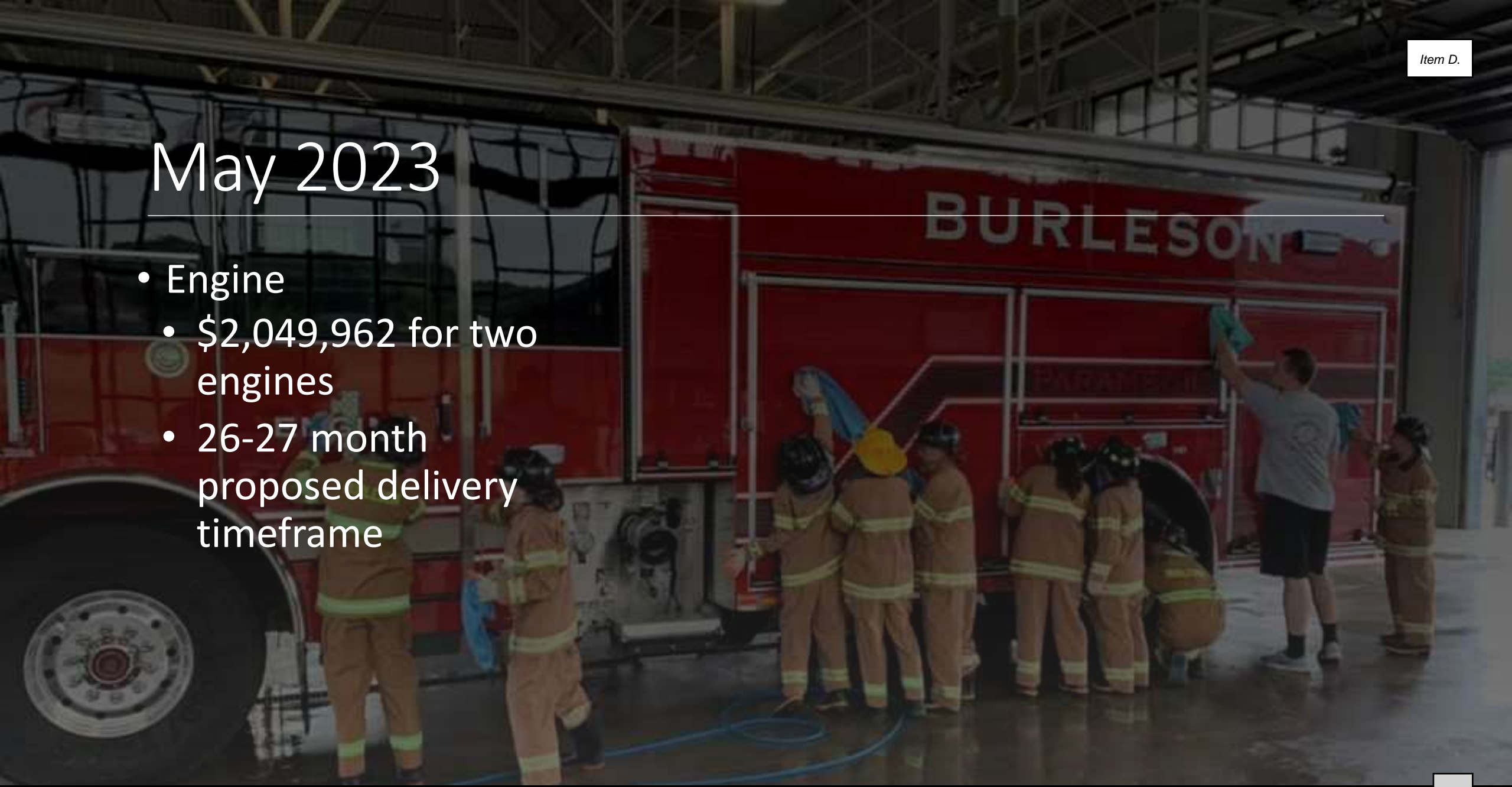
Terminology and Calculations for Taxing Units

“Voter-Approval Tax Rate” means a rate expressed in dollars per \$100 of taxable value calculated as follows:



May 2023

- Engine
 - \$2,049,962 for two engines
 - 26-27 month proposed delivery timeframe





Required Equipment

- \$550,038 for Fire, EMS, and radio equipment for engines
 - Hose
 - Nozzles
 - Rescue Tools
 - Power Tools
 - LUCAS Device
 - Heart Monitor
 - Radios
 - Cradle Points & IPADs

Outdoor Warning Sirens

- \$350,000 for Fire, EMS, and radio equipment for engines
 - FY 2024-2025
 - FY 2025-2026
 - FY 2026-2027



Debt Capacity Assumptions

- 3% annual growth in assessed property values
- Roadway impact fee utilization
- Refinancing opportunities
- Debt service fund requirements

10 Year Assessed Value Growth

Year	Assessed Value	Growth (YoY)
2023	5,715,360,285	5.25%
2022	5,430,469,325	7.24%
2021	5,063,981,931	7.57%
2020	4,707,770,267	7.16%
2019	4,393,345,069	9.61%
2018	4,008,018,365	10.37%
2017	3,631,532,375	11.94%
2016	3,244,305,751	7.70%
2015	3,012,339,710	8.22%
2014	2,783,585,949	11.85%
2013	2,488,710,642	--

Average Growth 8.69%

**Outliers Removed 11.94%
5.25%**

Avg Growth less Outlier 8.71%

20 Year Assessed Value Growth

Year	Assessed Value	Growth (YoY)
2023	5,715,360,285	5.25%
2022	5,430,469,325	7.24%
2021	5,063,981,931	7.57%
2020	4,707,770,267	7.16%
2019	4,393,345,069	9.61%
2018	4,008,018,365	10.37%
2017	3,631,532,375	11.94%
2016	3,244,305,751	7.70%
2015	3,012,339,710	8.22%
2014	2,783,585,949	11.85%
2013	2,488,710,642	3.29%
2012	2,409,544,329	4.70%
2011	2,301,320,977	3.52%
2010	2,223,129,859	(0.42%)
2009	2,232,469,943	13.06%
2008	1,974,524,949	9.85%
2007	1,797,526,269	8.89%
2006	1,650,828,318	12.72%
2005	1,464,603,715	11.60%
2004	1,312,421,076	12.26%
2003	1,169,064,040	--

Average Growth 8.32%

**Outliers Removed 13.06%
-0.42%**

Avg Growth less Outlier: 8.54%

Item D.

Debt Capacity

- 8.9 million over the next 5 years
 - Less \$ 1,200,000 – Police Expansion - Gas Line Relocation Project
 - Less \$ 700,000 – Police Expansion – Sally Port
 - Less \$ 1,534,652 – Public Safety Radios
 - Less \$ 550,000 – Hidden Creek/Gardens Traffic Signal
 - Total remaining \$ 4,915,348
- Assumes 3% growth

Debt Capacity

- \$ 36.0 million over the next 5 years
 - Plus \$ 5,545,000 – Reduce Fund Balance of the Debt Service Fund (i.e., Cash Defeasance)
 - Less \$ 1,200,000 – Police Expansion – Gas Line Relocation Project
 - Less \$ 700,000 – Police Expansion – Sally Port
 - Less \$ 1,534,652 – Public Safety Radios
 - Less \$ 550,000 – Hidden Creek/Gardens Traffic Signal
 - Less \$ 2,600,000 – Two Fire Engines and Equipment
 - Less \$ 350,000 – Eight Storm Sirens
 - Total remaining \$ 35,180,255
- Assumes
 - 7.5% growth in FY 2024-2025
 - 5.5% growth in FY 2025-2026 thru FY 2028-2029
 - 3.0 % growth over the next 15 years

Next Steps

Budget Amendment

Five-year Forecast

Debt Issuance

Budget Amendment

QUESTIONS/COMMENTS

Options



Approve as presented
or with modifications



Deny request

Finance Committee

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding the proposed FY 2023-2024 budget amendment and the strategy for mid- and end-of-year budget amendments. (Staff Contact: Harlan Jefferson, Deputy City Manager)

SUMMARY:

On September 11, 2023, the Council approved the final reading of the City’s FY 2023-2024 annual budget and capital improvement program (CIP). We identified some structural deficiencies in the budget and the need for other amendments when we initiated the preparation of the FY 2024-2025 annual budget. The specific expenditures that arose after the adoption of the budget included delinquent taxes that existed on property purchased by the City, additional legal fees due to the use of outside firms, implementation of 12-hour shifts for Public Safety Communication, damage to recently sold property, new golf carts, realignment of debt service payments between funds, 4B incentive adjustments, and reorganization adjustments. A summary of the budget amendment can be found in the table below.

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
GENERAL FUND	61,172,604	62,201,130	61,235,216	(965,914)
MINERAL FUND	61,296	165,771	965,771	800,000
MEDICAL TRANSPORT FUND	179,902	184,347	288,768	104,421
4A FUND	9,113,818	9,113,818	9,615,140	501,322
4B FUND	8,080,943	8,080,943	8,081,757	814
TIF2 FUND	1,327,952	1,327,952	1,327,149	(803)
WATER & WASTEWATER FUND	27,977,743	27,977,743	28,004,064	26,321
GOLF FUND	3,420,226	3,420,226	3,552,292	132,066
IT - SUPPORT SERVICES FUND	7,155,162	7,373,651	6,715,156	(658,495)
EQUIPMENT SERVICES FUND	2,107,627	2,107,627	2,139,412	31,785
ERF - GOVERNMENTAL	1,158,543	1,566,496	1,828,852	262,356
ERF - PROPRIETARY	445,295	695,988	1,288,700	592,712
TOTAL	122,201,111	124,215,692	125,042,277	826,585

RECOMMENDATION:

Staff recommends discussing the proposed FY 2023-2024 budget amendment and the mid- and end-of-year budget amendment strategy and providing staff with direction.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

September 11, 2023, the Council approved the final reading of the City's FY 23/24 annual budget with the five-year capital improvement program (CIP).

REFERENCE:

N/A

FISCAL IMPACT:

The FY 2023-2024 budget will be adjusted across various Funds. In total, the budget will increase by \$826,585.

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651



Mid-Year Budget Amendment

PRESENTED TO THE FINANCE COMMITTEE ON
MAY 8, 2024

Presentation Overview

Definitions & Purpose

Reason for Budget Amendment

Fiscal Impact of Budget Amendment

Appropriated
Budget

GOVERNMENTAL GAAP DEFINES AS *“THE EXPENDITURE AUTHORITY CREATED BY A BILL OR ORDINANCE THAT IS IN LAW. IT MAY ALSO INCLUDE REVENUES, TRANSFERS, ALLOCATIONS, ALLOTMENTS AND PROGRAM CHANGES...”*

Appropriation

GOVERNMENTAL GAAP DEFINES AS *“A LINE ITEM GIVING SPENDING AUTHORITY IN A BUDGET.”*

Purpose

TO CREATE AN APPROPRIATED BUDGET, IN LINE WITH CURRENT CITY NEEDS.

Reason for the Budget Amendment

- ADDRESS STRUCTURAL DEFICIENCIES
- REORGANIZATION AND REASSIGNMENT OF STAFF
- DELINQUENT TAXES THAT EXISTED ON PROPERTY PURCHASED BY THE CITY
- ADDITIONAL LEGAL FEES DUE TO THE USE OF OUTSIDE FIRMS
- IMPLEMENTATION OF 12-HOUR SHIFTS FOR PUBLIC SAFETY COMMUNICATION
- DAMAGE TO RECENTLY SOLD PROPERTY
- NEW GOLF CARTS
- REALIGNMENT OF DEBT SERVICE PAYMENTS BETWEEN FUNDS
- 4B INCENTIVE ADJUSTMENTS

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
GENERAL FUND	61,172,604	62,201,130	61,235,216	(965,914)
TOTAL	61,172,604	62,201,130	61,235,216	(965,914)

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
MINERAL FUND	61,296	165,771	965,771	800,000
TOTAL	61,296	165,771	965,771	800,000

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
MEDICAL TRANSPORT FUND	179,902	184,347	288,768	104,421
TOTAL	179,902	184,347	288,768	104,421

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
4A FUND	9,113,818	9,113,818	9,615,140	501,322
TOTAL	9,113,818	9,113,818	9,615,140	501,322

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
4B FUND	8,080,943	8,080,943	8,081,757	814
TOTAL	8,080,943	8,080,943	8,081,757	814

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
TIF2 FUND	1,327,952	1,327,952	1,327,149	(803)
TOTAL	1,327,952	1,327,952	1,327,149	(803)

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
WATER & WASTEWATER FUND	27,977,743	27,977,743	28,053,736	75,993
TOTAL	27,977,743	27,977,743	28,053,736	75,993

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
GOLF FUND	3,420,226	3,420,226	3,552,292	132,066
TOTAL	3,420,226	3,420,226	3,552,292	132,066

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
IT - SUPPORT SERVICES FUND	7,155,162	7,373,651	6,695,106	(678,545)
TOTAL	7,155,162	7,373,651	6,695,106	(678,545)

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
EQUIPMENT SERVICES FUND	2,107,627	2,107,627	2,139,412	31,785
TOTAL	2,107,627	2,107,627	2,139,412	31,785

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
ERF - GOVERNMENTAL	1,158,543	1,566,496	1,828,852	262,356
TOTAL	1,158,543	1,566,496	1,828,852	262,356

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
ERF - PROPRIETARY	445,295	695,988	1,288,700	592,712
TOTAL	445,295	695,988	1,288,700	592,712

QUESTIONS/COMMENTS



Approve as presented
or with modifications



Deny request

Options

Finance Committee

DEPARTMENT: Finance
FROM: Harlan Jefferson, Deputy City Manager
MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding a Water and Sewer Rate Study prepared by Willdan Financial Services (Willdan). *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

SUMMARY:

A formal Water and Sewer Rate Study proposal was presented to the City on October 18, 2022, and the City and Willdan executed the original project engagement letter on January 26, 2023. Willdan presented a change order engagement letter to continue to assist the City of Burleson in preparing the Water and Sewer Rate Study Project, which was executed initially in 2023. The project was put on hold in May 2023 with the change in city management and is now ready to be completed. The period the project has been on hold requires updating all base information within the rate models, including the operating budget, user accounts, volumes, Capital Improvement Plan, debt schedules, etc., to accommodate the 2024 test year instead of the original 2023 test year.

They are preparing a written rate study report, but typically they do not complete these detailed written reports until after the initial City Council presentation. This is because they want staff, the Finance Committee, and the Council to all have input into their analysis and assumptions before preparing the report – this saves time and effort for all parties in preparing multiple drafts of the rate study report itself. In the meantime, we can work off the PowerPoint presentation.

RECOMMENDATION:

Staff recommends that the Committee discuss the merits of the Water and Sewer Rate Study and provide feedback and direction before forwarding this matter to the entire Council for consideration.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

At the September 11, 2023, City Council meeting, the Council approved a 3% rate increase.

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651



City of Burleson

2024 Water and Wastewater

Rate Study and Financial Forecast

Finance Committee Presentation



May 2024

City of Burleson Background

- ◆ City implemented a 3.0% rate adjustment in October 2023
- ◆ Previously, City's policy had been to minimize rate adjustments through gradual drawdowns in fund balance
- ◆ Combination of several factors is resulting in the need for a new long-term rate plan
 - ❖ Operating expenses continue to increase
 - ❖ Fort Worth charges are increasing
 - ❖ Need to fund capital improvements through debt



Current Water & WW Rates

Water Rates

Minimum Charge by Meter Size	3/4"	\$	16.03
	1"		23.08
	1 1/2"		43.46
	2"		64.05
	3"		154.04
	4"		256.74
	6"		512.33
	8"		767.93
	10"		1,021.26
	12"		1,179.25
Volume Rate (per 1,000 Gallons)			
-	10,000	\$	4.90
10,001	20,000		5.92
20,001	Above		6.57

Wastewater Rates

RS - Residential Wastewater Rates

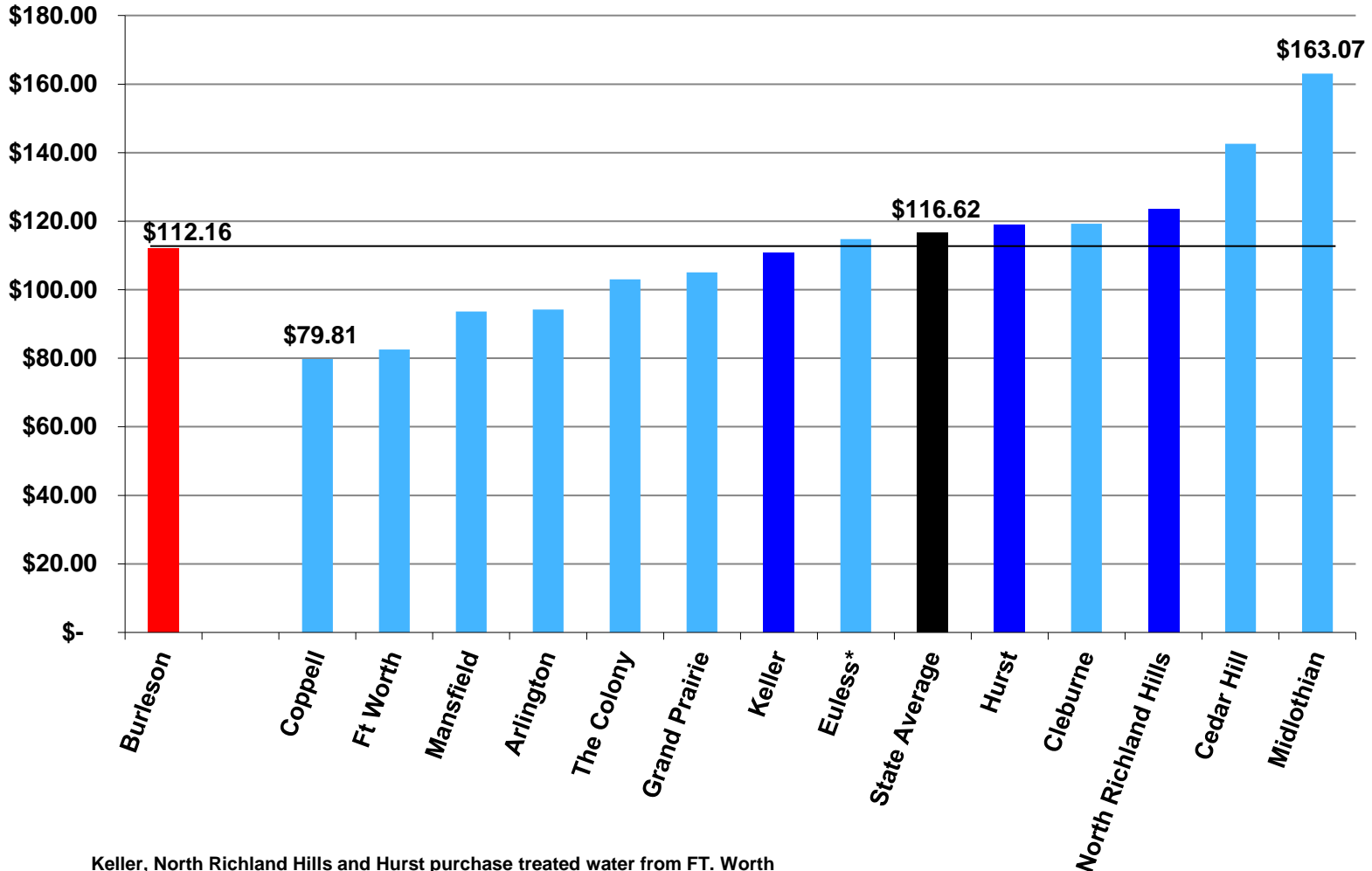
Minimum Charge	\$	19.73
Volume Rate (per 1,000 Gallons)		5.48

* Monthly billed based on an average monthly water consumption for the months of January, February and March. Volumes capped at 12,000 Gallons.

CM - Commercial, AP, C7, C8, C9, IN, MU, SH, S6

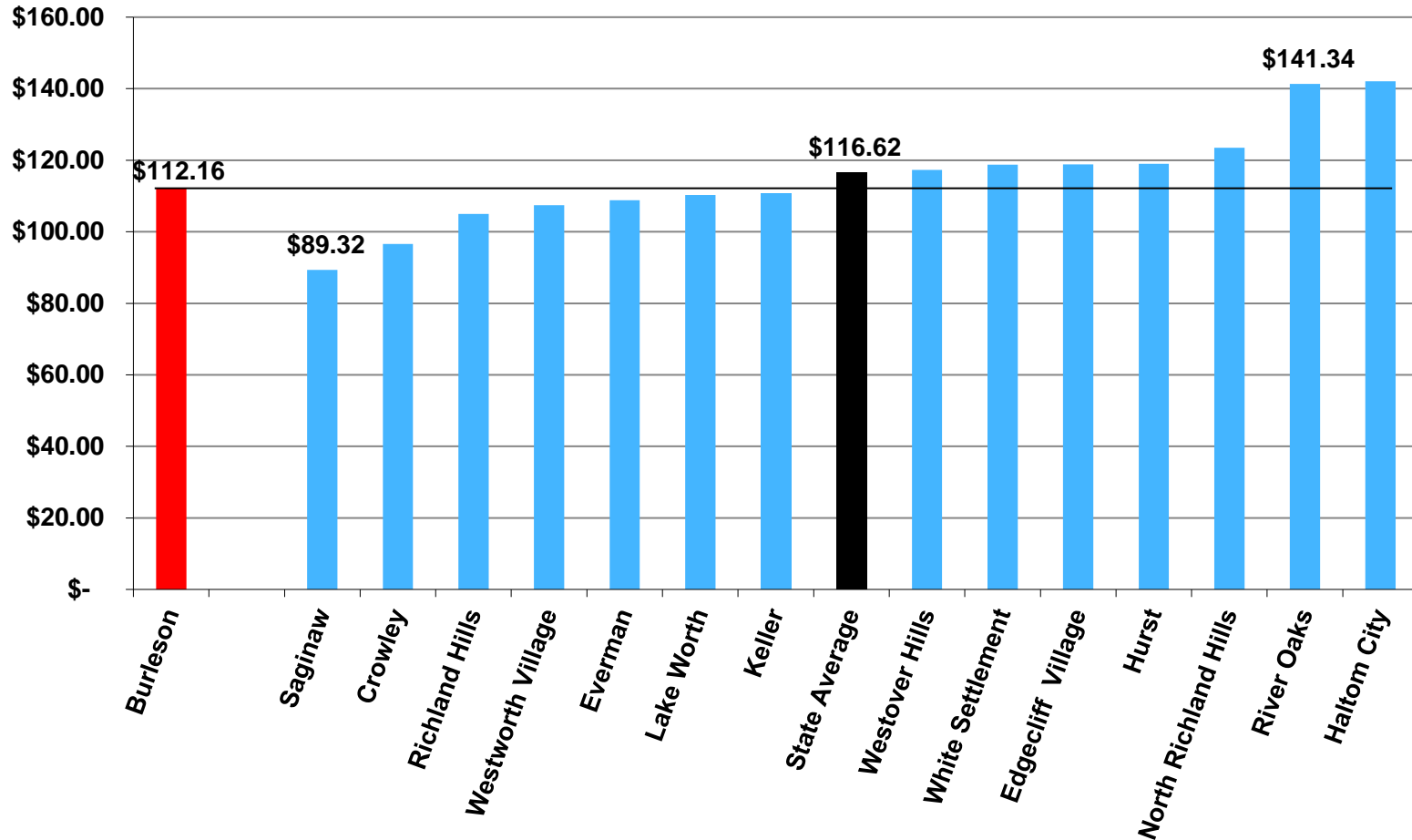
Minimum Charge by Meter Size	\$	19.73
Volume Rate (per 1,000 Gallons)		5.48

Monthly Residential Charge Comparison 10,000 Gal W, 5,000 Gal WW



Keller, North Richland Hills and Hurst purchase treated water from FT. Worth

Monthly Residential Bill Comparison Fort Worth Wholesale Customers



Note: Keller purchases water only from Ft. Worth

TY 2024 Accounts

WATER Customer Accounts

RS - Residential	15,002
AP - Apartment	160
CM - Commercial	942
CS - Construction	19
MU - Municipal	87
IN - Industrial	14
SH - School	<u>37</u>
Total Accounts	16,261

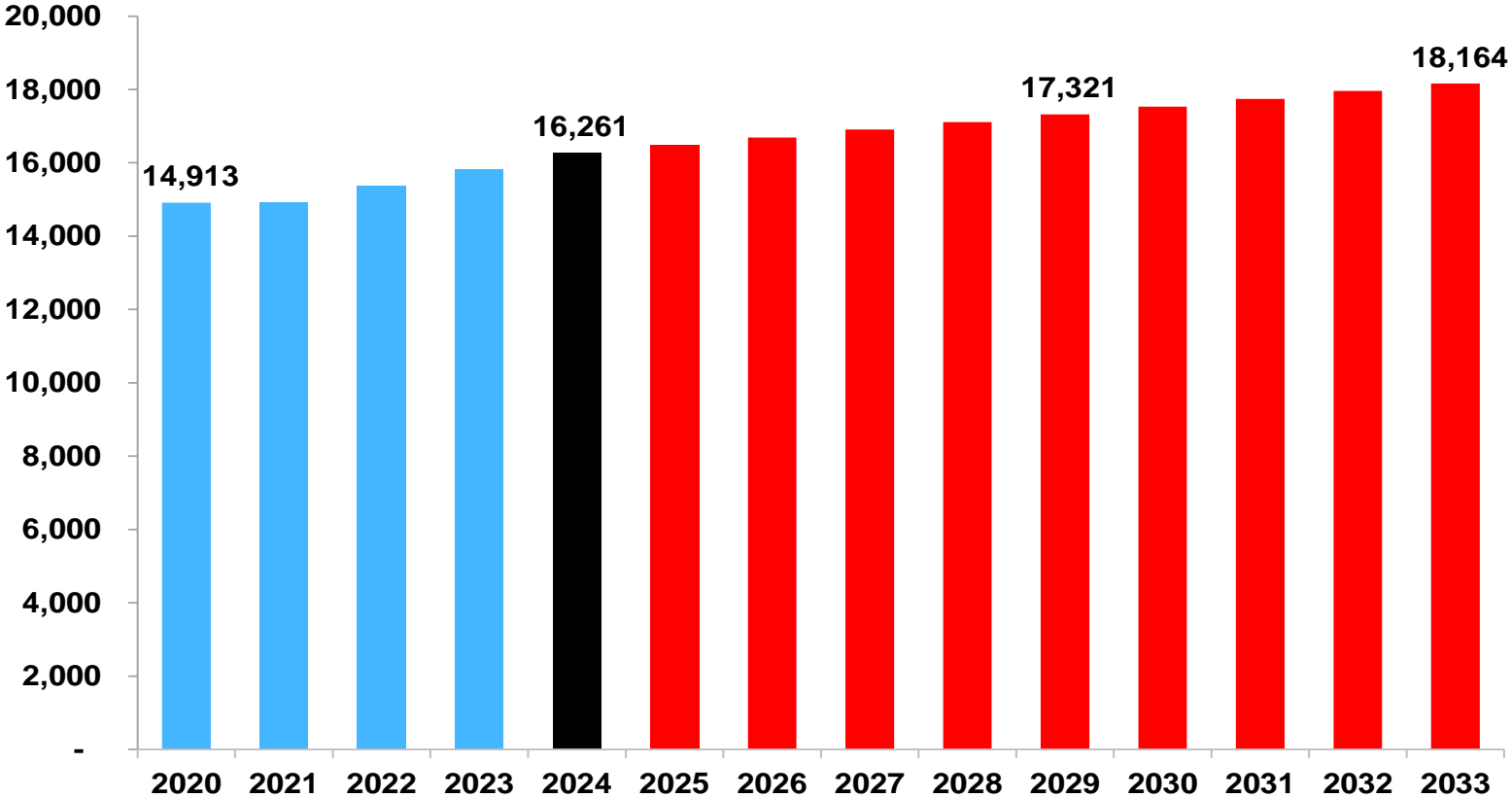
WASTEWATER Customer Accounts

RS -- Residential *	16,152
AP - Apartment	134
CM -- Commercial *	581
C7 - Class 2 Sewer Surcharge	38
C8 - BOD/TSS Rate Class One	99
C9 - BOD/TSS Rate Class Three	9
In - Industrial	11
MU - Municipal	28
SH - School	6
S6 - School Sewer Surcharge	<u>17</u>
Total Accounts	17,075

* Includes Bethesda and JCSUD

Actual and Forecast Total Water Accounts

Average: 200 – 215 new accounts per year



Wastewater Accounts

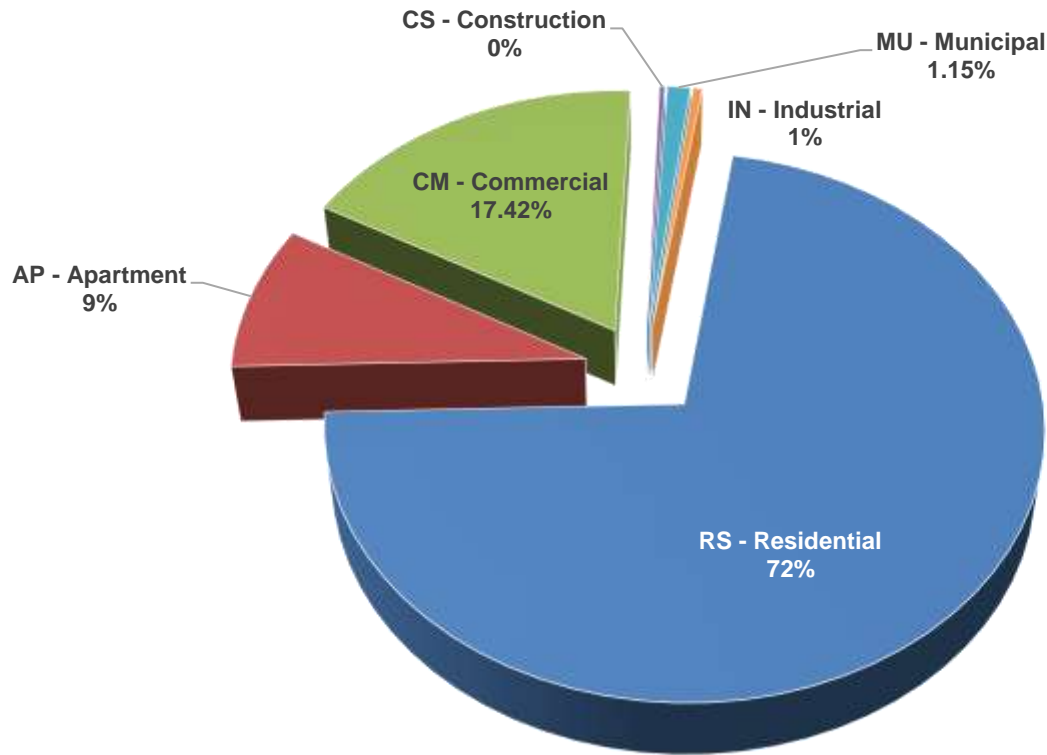
17,075

18,013

19,173

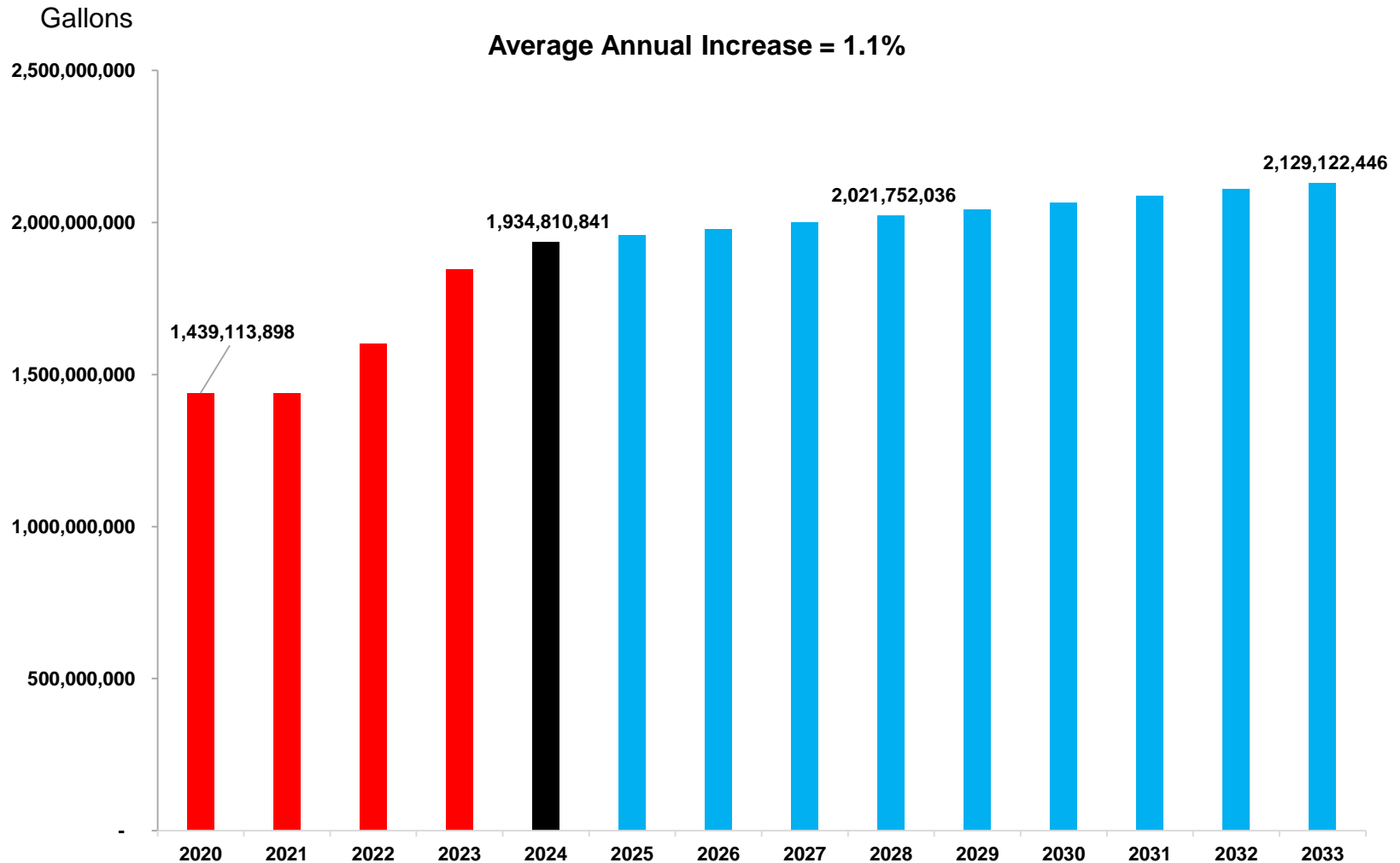
TY 2024 Water Consumption

Avg Residential Usage Per Month = 7,662



Total = 1,934,810,841 Gallons

Actual and Forecast Water Consumption



Key Assumptions Driving Forecast Financial and Rate Plan

- ◆ Most personnel and operating expenses increase 3-4% per year
- ◆ Certain costs (chemicals, health insurance, etc.) increase at higher rates
- ◆ Biggest impacts on rate plan:
 - ❖ Fort Worth water and wastewater charges
 - ❖ **Debt required to fund CIP**

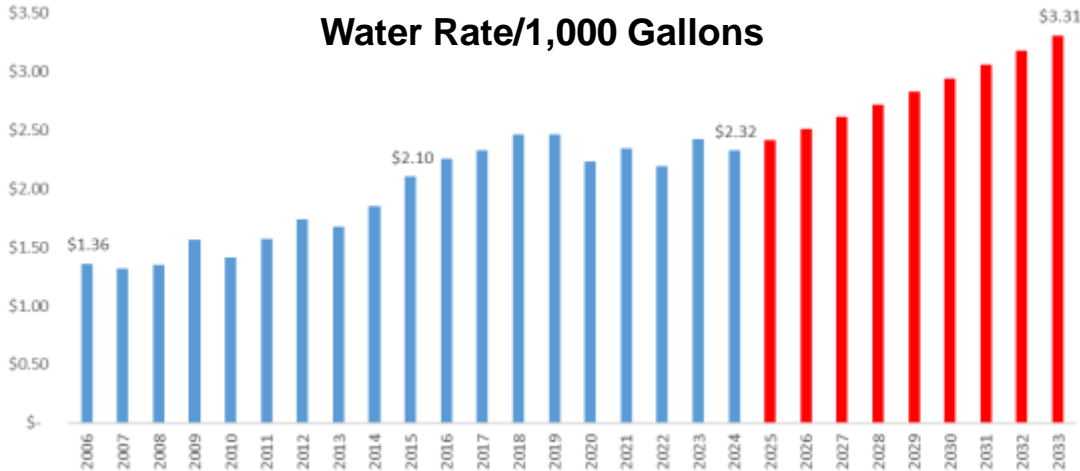


Notes on Rate Plan

- ◆ 3 Rate Plan scenarios to be presented:
 - ❖ Scenario I -- \$138 Million CIP Funding
 - ❖ Scenario II -- \$98 Million CIP Funding
 - ❖ Scenario III -- \$59 Million CIP Funding
- ◆ If no CIP funded, annual rate adjustments of **3-4%** still required
- ◆ Rates presented for October 2024 and forecast for subsequent years

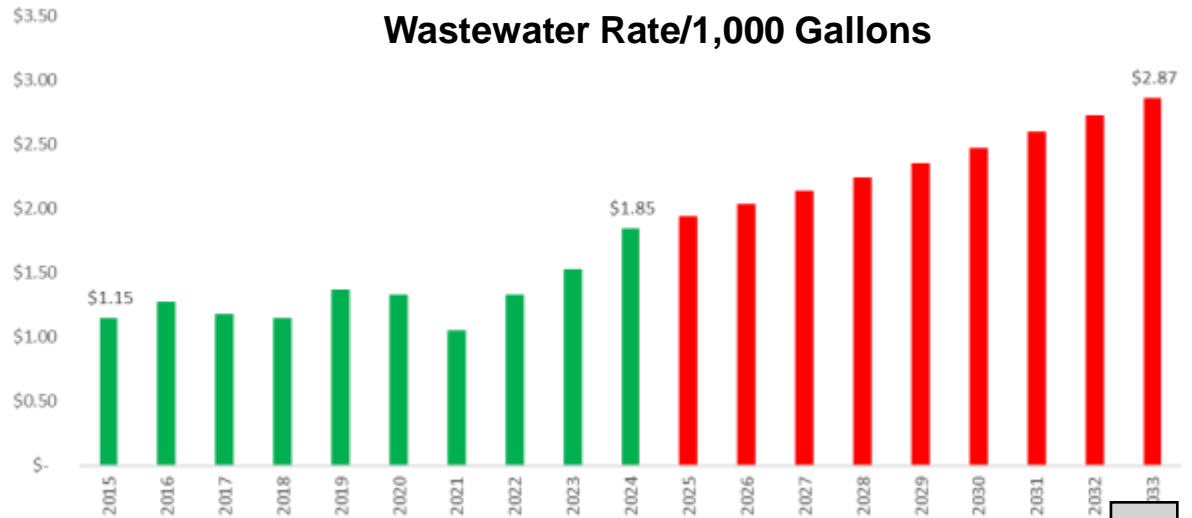


Fort Worth Forecast Water/Wastewater Rates—All Scenarios



- 4.3% Avg Increase 2010-2024
- 4.0% Forecast Annual Increase 2025-2033

Wastewater Rate/1,000 Gallons



- 5.4% Avg Increase 2015-2024
- 5.0% Forecast Annual Increase 2025-2033

Million Water and WW CIP FY 2024 – FY 2028

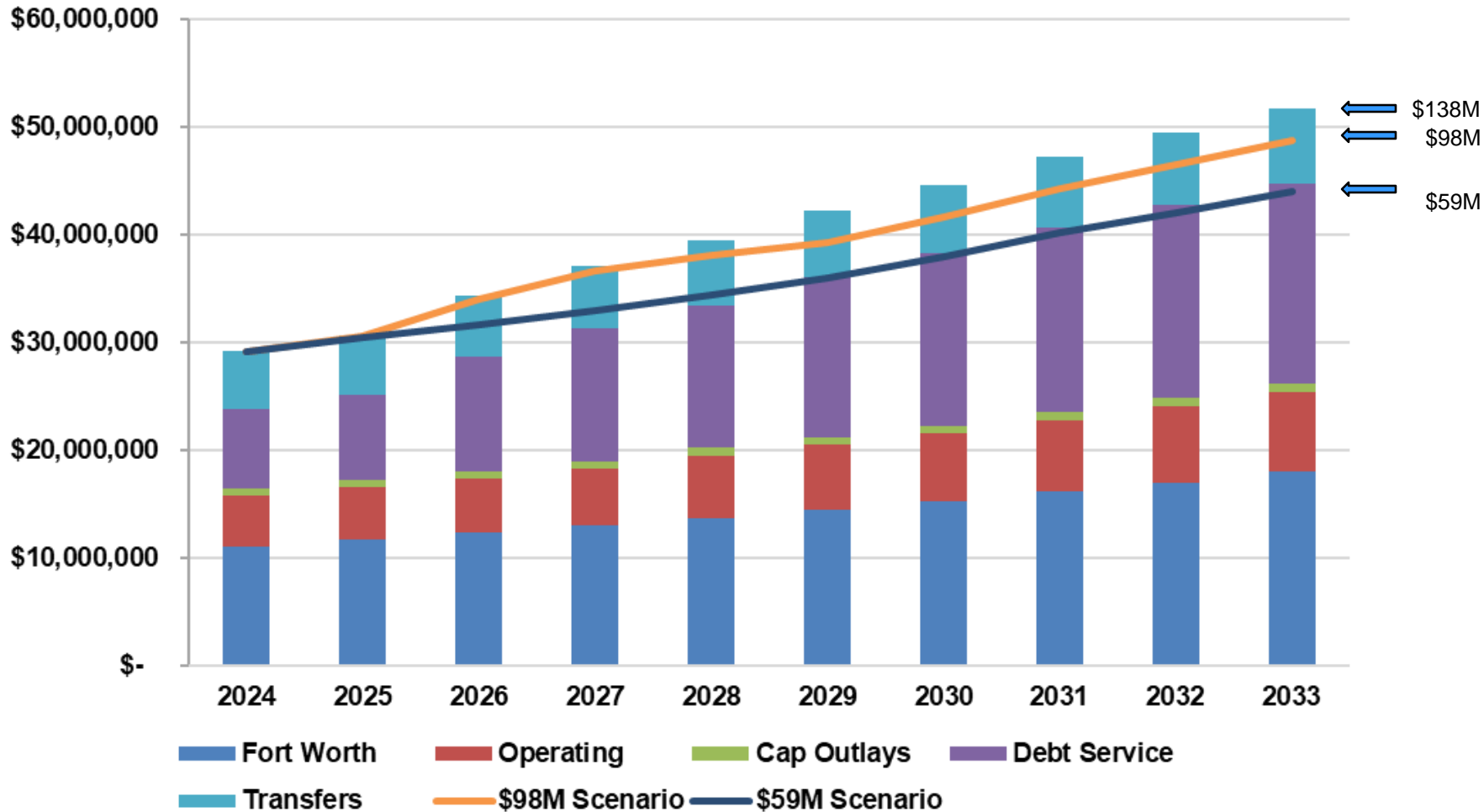
	<u>\$138M Plan</u>	<u>\$98M Plan</u>	<u>\$59M Plan</u>
WATER PROJECTS			
Waterline Rehabilitation	\$ 6,700,000	\$ 10,000,000	\$ -
Industrial Blvd Pump Station Expansion & Alsbury Pump Station Decomm.	15,716,620	15,716,620	15,716,620
12" Willow Creek Waterline Looping	810,968	810,968	-
Hulen Ground Storage Tank Rehabilitation	1,406,486	1,406,486	-
8" Village Creek Waterline Looping	837,199	837,199	-
Service Center Detention	1,250,000	1,250,000	1,250,000
Mountain Valley EST and GST Demolition	775,000	775,000	-
16" Hulen Street Waterline	3,870,657	3,870,657	3,870,657
12" Waterline Loop for Mountain Valley	1,334,148	1,334,148	-
12" Water Line from Wilshire to John Jones (Future Hulen)	1,324,877	256,361	-
Offsite Water Supply from Fort Worth	16,383,211	16,383,211	16,383,211
Hulen Pump Station Expansion	3,195,604	3,195,604	-
Turkey Peak Elevated Storage Tank Rehabilitation	1,637,382	1,637,382	-
8" County Road 715 Water Line Looping	663,050	663,050	-
Hidden Creek Pkwy Tank Rehab	499,993	499,993	-
New 2023 W Masterplan Projects for Design	2,075,000	-	-
New 2023 W Masterplan Projects for Construction	14,300,000	-	-
New Mountain Valley 0.75 MG EST	3,675,000	-	-
NEW AMI/ AMI Implementation	5,000,000	-	-
TOTAL WATER PROJECTS	81,455,195	58,636,679	37,220,488
WASTEWATER PROJECTS			
Sewer Line Rehabilitation	\$ 10,000,000	\$ 15,000,000	\$ -
Trunk Relief Line (Town Creek Basin Parallel Buildout Interceptors)	20,170,000	20,170,000	20,170,000
Gateway Station Lift Station Rehabilitation	832,984	832,984	832,984
Sewer Line Protection- Booger Creek Improvements	600,000	600,000	600,000
Sewer Line Easement Acquisition- Mockingbird to CR913	350,000	350,000	-
Parkview Dr Sewer Upsizing to 10"	1,139,843	1,139,843	-
12" Wastewater line Replacement in Village Creek Basin (Golf Course)	1,459,839	1,459,839	-
AMI/ AMI Implementation	3,000,000	-	-
New 2023 WW Masterplan Projects for Design	3,850,000	-	-
New 2023 WW Masterplan Projects for Construction	14,850,000	-	-
TOTAL WASTEWATER PROJECTS	\$ 56,252,666	\$ 39,552,666	\$ 21,602,984
TOTAL PROJECTS	\$ 137,707,861	\$ 98,189,345	\$ 58,823,472

Forecast Bond Issues

Bond Issues	\$138M CIP		Bond Issues	\$98M CIP		Bond Issues	\$59M CIP	
		Total			Total			Total
2024	\$	13,500,000	2024	\$	13,000,000	2024	\$	10,000,000
2025		43,000,000	2025		39,000,000	2025		27,000,000
2026		29,000,000	2026		28,000,000	2026		20,500,000
2027		22,500,000	2027		9,000,000	2027		-
2028		26,000,000	2028		5,000,000	2028		-
Total		134,000,000	Total	\$	94,000,000	Total	\$	57,500,000

Note: Difference between debt and total CIP = Impact Fees

Water and Wastewater Forecast Cost of Service



Scenario I Rate Plan – Status Quo

\$138M CIP

	Current	Effective	Forecast			
		Oct-24	Oct-25	Oct-26	Oct-27	Oct-28
WATER						
<u>Monthly Minimum Charge</u>						
3/4"	\$ 16.03	\$ 17.95	\$ 19.93	\$ 21.72	\$ 23.68	\$ 25.10
1"	23.08	25.85	28.69	31.28	34.09	36.14
1 1/2"	43.46	48.68	54.03	58.89	64.19	68.04
2"	64.05	71.74	79.63	86.79	94.60	100.28
3"	154.04	172.52	191.50	208.74	227.52	241.18
4"	256.74	287.55	319.18	347.91	379.22	401.97
6"	512.33	573.81	636.93	694.25	756.73	802.14
8"	767.93	860.08	954.69	1,040.61	1,134.27	1,202.32
10"	1,021.26	1,143.81	1,269.63	1,383.90	1,508.45	1,598.95
12"	1,179.25	1,320.76	1,466.04	1,597.99	1,741.81	1,846.31
<u>Volume Rate Per 1,000 Gal</u>						
- Above	4.90	5.49	6.09	6.64	7.24	7.67
10,001 20,000	5.92	6.63	7.36	8.02	8.74	9.27
20,001 Above	6.57	7.36	8.17	8.90	9.70	10.29
WASTEWATER						
Monthly Minimum Charge	19.73	22.10	24.53	26.25	28.08	29.49
Volume Rate/1,000 Gal	5.48	6.14	6.81	7.29	7.80	8.19

Scenario I Rate Plan -- \$138M Impact on Monthly Charges – Res/Comm

		Current	Effective Oct-24	Forecast			
				Oct-25	Oct-26	Oct-27	Oct-28
Residential Monthly Charges -- 3/4"							
5,000 Water	5,000 WW	\$ 87.66	\$ 98.18	\$ 108.98	\$ 117.62	\$ 126.95	\$ 133.89
	Increase -- \$		10.52	10.80	8.64	9.33	6.95
	Increase -- %		12.0%	11.0%	7.9%	7.9%	5.5%
10,000 Water	5,000 WW	112.16	125.62	139.44	150.81	163.13	172.25
	Increase -- \$		13.46	13.82	11.38	12.32	9.12
	Increase -- %		12.0%	11.0%	8.2%	8.2%	5.6%
30,000 Water	5,000 WW	237.06	265.51	294.71	320.07	347.62	367.80
	Increase -- \$		28.45	29.21	25.35	27.55	20.19
	Increase -- %		12.0%	11.0%	8.6%	8.6%	5.8%
Commercial Monthly Charges -- 2"							
40,000 Water	40,000 WW	\$ 542.58	\$ 607.69	\$ 674.54	\$ 729.30	\$ 788.58	\$ 832.50
	Increase -- \$		65.11	66.85	54.77	59.28	43.91
	Increase -- %		12.0%	11.0%	8.1%	8.1%	5.6%

Scenario II Rate Plan – Status Quo

\$98M CIP

	Current	Effective	Forecast			
		Oct-24	Oct-25	Oct-26	Oct-27	Oct-28
WATER						
<u>Monthly Minimum Charge</u>						
3/4"	16.03	17.63	19.40	21.14	22.41	23.76
1"	23.08	25.39	27.93	30.44	32.27	34.20
1 1/2"	43.46	47.81	52.59	57.32	60.76	64.40
2"	64.05	70.46	77.50	84.48	89.54	94.92
3"	154.04	169.44	186.39	203.16	215.35	228.27
4"	256.74	282.41	310.66	338.61	358.93	380.47
6"	512.33	563.56	619.92	675.71	716.25	759.23
8"	767.93	844.72	929.20	1,012.82	1,073.59	1,138.01
10"	1,021.26	1,123.39	1,235.72	1,346.94	1,427.76	1,513.42
12"	1,179.25	1,297.18	1,426.89	1,555.31	1,648.63	1,747.55
<u>Volume Rate Per 1,000 Gal</u>						
- Above	4.90	5.39	5.93	6.46	6.85	7.26
10,001 20,000	5.92	6.51	7.16	7.81	8.28	8.77
20,001 Above	6.57	7.23	7.95	8.67	9.19	9.74
Wastewater Rates - Residenti						
Monthly Minimum Charge	19.73	21.70	23.87	25.78	27.33	28.70
Volume Rate/1,000 Gal	5.48	6.03	6.63	7.16	7.59	7.97

Scenario II Rate Plan -- \$98M Impact on Monthly Charges – Res/Comm

		Current	Effective Oct-24	Forecast			
				Oct-25	Oct-26	Oct-27	Oct-28
Residential Monthly Charges -- 3/4"							
5,000 Water	5,000 WW	\$ 87.66	\$ 96.43	\$ 106.07	\$ 115.04	\$ 121.95	\$ 128.61
	Increase -- \$		8.77	9.64	8.98	6.90	6.66
	Increase -- %		10.0%	10.0%	8.5%	6.0%	5.5%
10,000 Water	5,000 WW	112.16	123.38	135.71	147.36	156.20	164.92
	Increase -- \$		11.22	12.34	11.64	8.84	8.72
	Increase -- %		10.0%	10.0%	8.6%	6.0%	5.6%
30,000 Water	5,000 WW	237.06	260.77	286.84	312.09	330.81	350.01
	Increase -- \$		23.71	26.08	25.25	18.73	19.20
	Increase -- %		10.0%	10.0%	8.8%	6.0%	5.8%
Commercial Monthly Charges -- 2"							
40,000 Water	40,000 WW	\$ 542.58	\$ 596.84	\$ 656.52	\$ 712.72	\$ 755.48	\$ 797.50
	Increase -- \$		54.26	59.68	56.20	42.76	42.02
	Increase -- %		10.0%	10.0%	8.6%	6.0%	5.6%

Scenario III Rate Plan – Status Quo

\$59M CIP

	Current	Effective	Forecast			
		Oct-24	Oct-25	Oct-26	Oct-27	Oct-28
WATER						
<u>Monthly Minimum Charge</u>						
3/4"	16.03	17.47	19.05	20.76	22.21	22.88
1"	23.08	25.16	27.42	29.89	31.98	32.94
1 1/2"	43.46	47.37	51.63	56.28	60.22	62.03
2"	64.05	69.81	76.10	82.95	88.75	91.42
3"	154.04	167.90	183.01	199.49	213.45	219.85
4"	256.74	279.85	305.03	332.49	355.76	366.43
6"	512.33	558.44	608.70	663.48	709.93	731.22
8"	767.93	837.04	912.38	994.49	1,064.11	1,096.03
10"	1,021.26	1,113.17	1,213.36	1,322.56	1,415.14	1,457.59
12"	1,179.25	1,285.38	1,401.07	1,527.16	1,634.06	1,683.09
<u>Volume Rate Per 1,000 Gal</u>						
- Above	4.90	5.34	5.82	6.35	6.79	6.99
10,001 20,000	5.92	6.45	7.03	7.67	8.20	8.45
20,001 Above	6.57	7.16	7.81	8.51	9.10	9.38
Wastewater Rates - Residential						
Monthly Minimum Charge	19.73	20.91	21.96	23.06	24.21	24.94
Volume Rate/1,000 Gal	5.48	5.81	6.10	6.40	6.72	6.93

Scenario III Rate Plan -- \$59M

Impact on Monthly Charges – Res/Comm

		Current	Effective Oct-24	Forecast			
				Oct-25	Oct-26	Oct-27	Oct-28
Residential Monthly Charges -- 3/4"							
5,000 Water	5,000 WW	\$ 87.66	\$ 94.14	\$ 100.61	\$ 107.57	\$ 113.99	\$ 117.41
	Increase -- \$		6.48	6.47	6.96	6.43	3.42
	Increase -- %		7.4%	6.9%	6.9%	6.0%	3.0%
10,000 Water	5,000 WW	112.16	120.84	129.72	139.29	147.94	152.38
	Increase -- \$		8.68	8.88	9.58	8.65	4.44
	Increase -- %		7.7%	7.3%	7.4%	6.2%	3.0%
30,000 Water	5,000 WW	237.06	256.98	278.11	301.04	321.01	330.65
	Increase -- \$		19.92	21.13	22.93	19.97	9.63
	Increase -- %		8.4%	8.2%	8.2%	6.6%	3.0%
Commercial Monthly Charges -- 2"							
40,000 Water	40,000 WW	\$ 542.58	\$ 584.24	\$ 626.70	\$ 672.46	\$ 713.95	\$ 735.37
	Increase -- \$		41.66	42.45	45.77	41.49	21.42
	Increase -- %		7.7%	7.3%	7.3%	6.2%	3.0%

Presentation Summary

Next Steps

- ◆ Review assumptions and forecast to determine if any adjustments are required
- ◆ Review CIPs and determine which plan is most appropriate for City
- ◆ Schedule Council workshop to review modified recommendations





Questions?

Finance Committee

DEPARTMENT: City Manager's Office
FROM: Eric Oscarson, Deputy City Manager
MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff feedback regarding fees associated with solid waste and street maintenance. (*Staff Contact: Eric Oscarson, Deputy City Manager*)

SUMMARY:

Review current solid waste funding and 5-year projection. Discuss possible additional fees associated with litter abatement, street maintenance fees, and storm water utility fees.

STAFF CONTACT:

Eric Oscarson
Deputy City Manager
eoscarson@burlesontx.com
817-426-9837



Solid Waste and Future Fees

PRESENTED TO THE CITY COUNCIL ON APRIL 15, 2023



Background

- During the Council Retreat on February 13, 2024, council discussed multiple items that included discussion on:
 - Future of Solid Waste Program
 - Street Maintenance Fees
 - Storm Water Fees
- Staff is here today to discuss these items and possible impacts to future years budget

Solid Waste Fund – Financial Overview

- Proprietary fund – charge customers for refuse, recycling and city administrative cost
- Refuse and recycling operations outsourced to Waste Connections
 - No SW rate increases – FY2019-2023
 - Financial strategy was to draw down fund balance in Solid Waste Fund – (FY2019- FB% was 63%)
 - Council approved new 5-year contract on May 1, 2023
 - Extend Contract through September 2029
 - Prior year CPI increases (22%) - Waste Connections' Contract
 - FY2022 – 4% Increase
 - FY2023 – 10% increase
 - FY2024 – 8% increase
 - Future CPI
 - FY 2025 – 6% or CPI increase whichever is greater
 - FY2026-2029 – CPI Increase

Solid Waste Fund – Financial Overview

- Proposed SW Customer Rate Projections:
 - FY2024 – 20% - “True up” Contract CPI adjustments
 - Average residential cost - \$3.64 a month
 - Did not cover all increases as CPI was 8%
 - FY2025 – 6% increase or CPI
 - FY2026-2029 – CPI increase
 - Review Franchise Fees and Administrative Costs

Estimated Rates

Waste Connection Rates - Monthly

	8%	6%
	FY24	FY25

Residential	Waste Collection	\$ 16.61	\$ 17.60
	Recycling	\$ 3.09	\$ 3.27
	Admin and Overhead	\$ -	\$ -
	Franchise Fee	\$ -	\$ -
	Total	\$ 19.69	\$ 20.88

Small Collections	Waste Collection	\$ 26.16	\$ 27.73
	Admin and Overhead	\$ -	\$ -
	Franchise Fee	\$ -	\$ -
	Total	\$ 26.16	\$ 27.73

	Waste Collection	\$ 39.71	\$ 42.09
--	------------------	----------	----------

Large Collections	Admin and Overhead	\$ -	\$ -
		\$ -	\$ -

Resident Rates-Monthly

Citizens Rates	2024	2025	Difference	Yearly
----------------	------	------	------------	--------

Waste Collection	\$ 16.20	\$ 17.60	\$ 1.40	
Recycling	\$ 3.00	\$ 3.27	\$ 0.27	
Admin and Overhead	\$ 1.10	\$ 1.10	\$ -	
Franchise Fee	\$ 1.54	\$ 1.67	\$ 0.13	
Total	\$ 21.84	\$ 23.65	\$ 1.81	\$ 21.67

Waste Collection	\$ 23.43	\$ 27.73	\$ 4.30	
Admin and Overhead	\$ 1.10	\$ 1.10	\$ -	
Franchise Fee	\$ 1.87	\$ 2.22	\$ 0.35	
Total	\$ 26.40	\$ 31.05	\$ 4.65	\$ 55.80

Waste Collection	\$ 35.38	\$ 42.09	\$ 6.71	
------------------	----------	----------	---------	--

Admin and Overhead	\$ 1.10	\$ 1.10	\$ -	
	\$ -	\$ -	\$ -	

Solid Waste 5-Year Projection

Item G.

ACCOUNT DESC	CHAR CODE	2024 YEAR END BUDGET	2024-2025 ESTIMATE	2025-2026 FIVE YR FORECAST	2026-2027 FIVE YR FORECAST	2027-2028 FIVE YR FORECAST	2028-2029 FIVE YR FORECAST	2029-2030 FIVE YR FORECAST
		519,420	416,698	431,880	446,244	459,733	472,289	483,851
	CHARGES FOR SERVICES	\$4,218,898	\$4,664,095	\$4,938,849	\$5,230,133	\$5,538,946	\$5,866,352	\$6,213,477
	INVESTMENT EARNINGS	\$27,528	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
REVENUE		\$4,246,426	\$4,679,095	\$4,953,849	\$5,245,133	\$5,553,946	\$5,881,352	\$6,228,477
	OUTSIDE SERVICES	\$3,834,518	\$4,143,461	\$4,393,864	\$4,659,491	\$4,941,268	\$5,240,177	\$5,557,259
	EQUIP MAINT & REPAIR							
	UTILITIES	\$11,000	\$11,330	\$11,670	\$12,020	\$12,381	\$12,752	\$13,135
	CLAIMS AND INSURANCE	\$1,449	\$1,492	\$1,537	\$1,583	\$1,631	\$1,680	\$1,730
	MISC	\$404,493	\$407,472	\$429,723	\$453,256	\$478,148	\$504,477	\$532,331
	COST ALLOCATION EXP	\$51,629	\$53,178	\$54,773	\$56,416	\$58,109	\$59,852	\$61,648
	TRANFERS OUT	\$46,058	\$46,979	\$47,919	\$48,877	\$49,855	\$50,852	\$51,869
EXPENDITURE		\$4,349,148	\$4,663,912	\$4,939,486	\$5,231,644	\$5,541,390	\$5,869,790	\$6,217,971

Fund Balance	416,698	431,880	446,244	459,733	472,289	483,851	494,356
Percentage Fund Balance	10%	9%	9%	9%	9%	8%	8%

Solid Waste Fund Recommendations

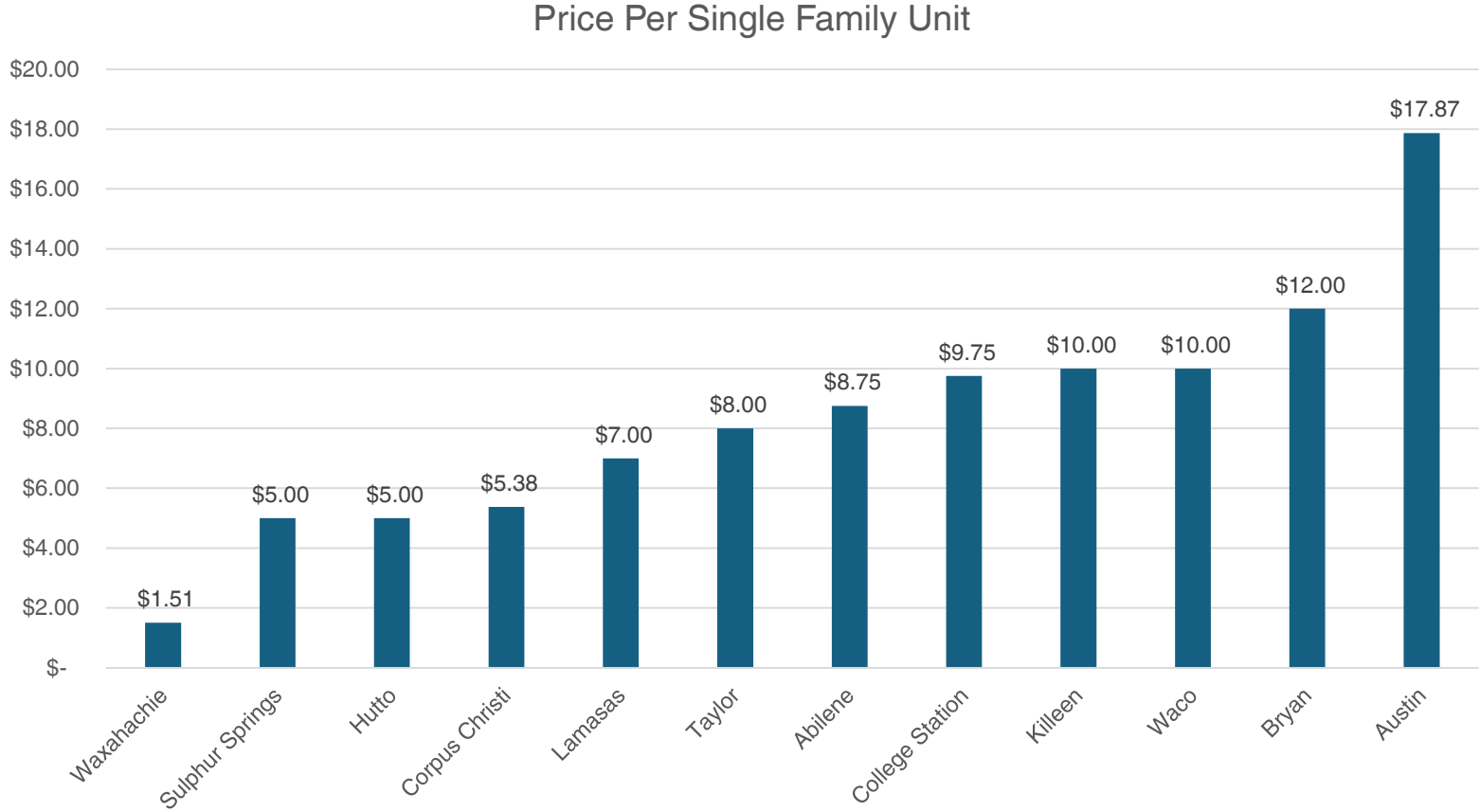
- Best practice to pass through all expenses and increases waste hauler
- Budget for consultant to assist in future solid waste RFP
 - Potential Savings to incorporate other fees
 - Polycarts, franchise commercial
 - \$40,000 in FY25 budget
- Incorporate litter abatement into solid waste fund in future
 - \$130,000 annual contract reduced from General Fund
 - \$1.00 Monthly Fee
- Incorporate a Street Maintenance Fee in FY26
 - Possible savings from new solid waste contract
 - Staff to hire a consultant to assist in calculations

Street Maintenance Fees

Street Maintenance Fees

- Dedicated funding source to assist in maintenance of existing roadways.
- Cannot be used on reconstruction or new construction
- Included on water bill as a separate fee
- Requires calculation for creating fee similar to impact fees.
- Reduce burden on GF while increasing funding

Other Communities



Fort Worth – March 4

Trey Shanks—vice president with **Freese and Nichols**, which provided infrastructure management consulting on this report—said that if the city were to adopt a street maintenance fee, proposed funds could be \$66.1 million. He added that the proposed rate structure would include the following rates per month for each land use category:

- \$9.22 for single-family homes
- \$5.65 for one multifamily unit
- \$9.08 per 1,000 square feet of office space
- \$12.06 per 1,000 square feet of retail/commercial space
- \$15.80 per 1,000 square feet of dining space
- \$2.67 per 1,000 square feet of industrial space
- \$2.71 per 1,000 square feet of institutional space

The news release states that if adopted, the city would join 12 other cities in Texas that have begun utilizing street maintenance fees.

Possible Revenue Opportunities

- Current Street Maintenance Budget
- \$1,111,500
 - Includes Contracted Services and purchase of material for staff work

Possible Revenues from Street Maintenance Fees		
Based on 15,997 Residential Properties		
Rate	Monthly	Annual
\$ 1.50	\$ 23,995.50	\$ 287,946.00
\$ 2.50	\$ 39,992.50	\$ 479,910.00
\$ 4.00	\$ 63,988.00	\$ 767,856.00
\$ 5.00	\$ 79,985.00	\$ 959,820.00
\$ 7.00	\$ 111,979.00	\$ 1,343,748.00
\$ 8.00	\$ 127,976.00	\$ 1,535,712.00
\$ 10.00	\$ 159,970.00	\$ 1,919,640.00

Storm Water Utility Fees

Storm Water Utility Fees

- Dedicated funding source for drainage improvements throughout the community
- Can be used for on-going maintenance and/or capital projects depending on funding level
- Requires calculation to determine fee
- Bring consultant contract forward in August

Other Communities



Possible Revenue Opportunities

Current Drainage Maintenance Budget

- \$597,156
- Includes entire budget which includes staff, equipment and materials.

Possible Revenues from Street Maintenance Fees		
Based on 15,997 Residential Properties		
Rate	Monthly	Annual
\$ 1.50	\$ 23,995.50	\$ 287,946.00
\$ 2.50	\$ 39,992.50	\$ 479,910.00
\$ 4.00	\$ 63,988.00	\$ 767,856.00
\$ 5.00	\$ 79,985.00	\$ 959,820.00
\$ 7.00	\$ 111,979.00	\$ 1,343,748.00
\$ 8.00	\$ 127,976.00	\$ 1,535,712.00
\$ 10.00	\$ 159,970.00	\$ 1,919,640.00

Next Steps

- Solid Waste
 - Review fund as part of the budget process and adopt new rates
 - Rates include passing through all solid waste collection, administrative, and franchise fees
 - Include supplemental for consultant to assist in RFP for new solid waste contract
 - Discuss best practices to establish rates
 - Review litter abatement funding source

- Street Maintenance Fees
 - Include supplemental for consultant to assist in street maintenance fee structure
 - Coordinate implementation with update solid waste contract

- Storm Water Fee
 - Utilize existing funding to hire consultant to start reviewing possible fee structure

QUESTIONS/COMMENTS

City Council Regular Meeting

DEPARTMENT: Administrative Services

FROM: Richard Abernethy, Administrative Services Director

MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction on the City's Credit Card Processing Fees. (*Staff Contact: Richard Abernethy, Administrative Services Director*)

SUMMARY:

In late 2023, the Administrative Department, as part of a Lean Government Initiative, began evaluating 14 city departments and divisions across the organization who utilize credit card transactions for payment purposes.

Historically, based on City Council direction, the city has absorbed these fees and passed them on to citizens and customers. However, due the continued growth and the fragmented nature of vendors, the escalating cost of credit card processes fees is becoming increasingly problematic.

Staff has done an analysis on overall cost of the credit card processing fees, examined future costs, surveyed how comparable cities are handling credit transaction fees, and explored all payment options for customers. Based on the information collected staff believes there are three options to consider:

1. Continue to supplement credit card fees as a service to citizens (no charge).
2. Add an overarching credit card convenience charge to fee schedule and process on all transaction fees across the organization.
3. Consider charging a lower transaction fee to help cover some of the City's expenses and ultimately share the cost with the customer.

Based on direction, staff would evaluate and implement changes necessary to ordinances, fees and/or contracts.

RECOMMENDATION:

Consider assessing an overarching convenience fee across all transactions, while also conducting outreach to customers about ACH and automatic bank draft options.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

February 13, 2024 – City Council discussed credit card processing fees.

FISCAL IMPACT:

The total FY 2023 cost for credit card fees was approximately \$453,000; however as we add new software's and merchant serve vendors to support them, the cost could exceed \$800,000 over the next two fiscal years.

STAFF CONTACT:

Richard Abernethy
Administrative Services Director
ravernethy@burlesontx.com
817-426-9662

Credit Card Processing Fees

PRESENTED TO THE COUNCIL FINANCE COMMITTEE

MAY 8, 2024

Overview

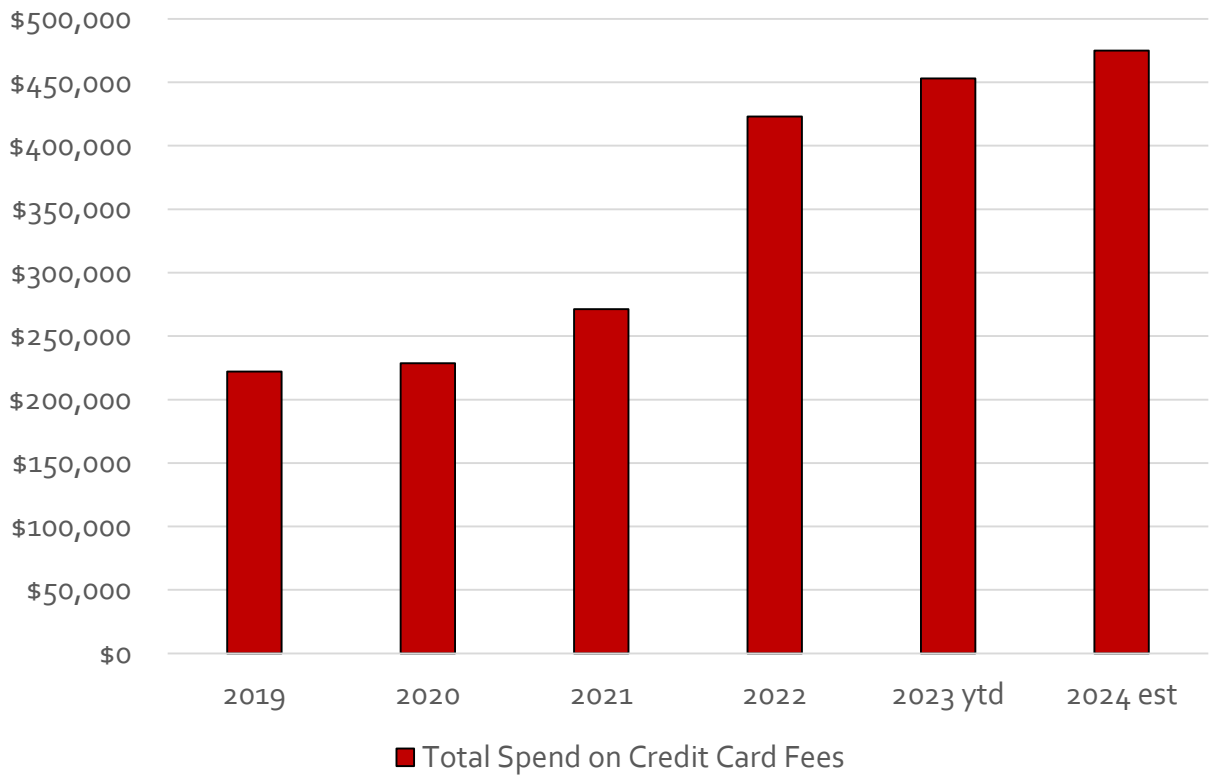
- Overview of Credit Processing Fees
- Credit Card Processing Fees Breakdown by Department
- Comparison with other Cities
- Credit Card Payment Options and Payment Statistics
- Next Steps

Credit Card Processing Fees - Overview

Initial Evaluation

- There are 14 city departments and divisions across the organization that utilize credit card transactions for payment purposes.
- Historically, based on council direction, the city has absorbed these fees and not passed them on to citizens and customers.
- Due to the city's significant growth and the fragmented nature of vendors and fees, the escalating cost of credit card fees is becoming increasingly problematic.
- The project's goal is to centralize and streamline these fees across all departments and explore potential solutions to reduce or eliminate these costs while maintaining exceptional service for citizens and customers.

Total Spend by Fiscal Year



Credit Card Processing Fees - Breakdown

Department	Vendor	FY23 Fee Spend	Fund
Utility Billing	Paymentus	\$240,217	Water/Wastewater
BRiCk/Russell Farm	Amilia	\$67,317	Park Performance
Golf Course	Stripe	\$71,498	Golf
Police Records / 911	AMS	\$838	General Fund
Senior Center	Cash	n/a	n/a
Library	AMS	\$1,322	General Fund
Animal Services	AMS	\$908	General Fund
Dev Services/Inspections	Paymentus	\$45,582	General Fund
Code Compliance	AMS	\$1,652	General Fund
Municipal Court	Elavon	\$23,543	General Fund

Brief History

- Historically council policy has opted for the city to pay for credit card fees
- October 19, 2020 council discussed passing fees and continued policy but asked staff to review.
- October 19, 2020 – \$575,000 over 3 years (paymentus)
- January 23, 2023 – \$230,041 over 5 years (SmartRec)
- February 2024 – Discussed at City Council Retreat

Key Takeaways

- Total Fee Spend **\$452,878**
- Total is already up (est. 36%) in FY24
- Tyler Cashiering (with many benefits) could push cost above \$800,000 beyond FY25
- ACH can always allow alternate options with no fees

Credit Card Processing Fees - Breakdown

City	CC Convenience Fee	Cost per Transaction
Burleson	No	-
Cedar Hill	No	-
Cleburne	Yes	\$1.50
Coppell	No	-
Fort Worth	No	-
Hurst	No	-
Keller	No	-
Mansfield	No	-
North Richland Hills	No	-
The Colony	Yes	\$1.25

Key Takeaways (internal)

- If other cities are not charging a convenience fee, are they covering with price? Or truly supplementing?
- Each fee would need to be assessed based on service and cost to cover with price increase.

Note: These cities not charging a credit card convenience (cc) fee are absorbing credit card processing fees. The cities charging a cc fee are using this to recovery their costs.

Credit/Online Payment Options

- Automatic Payments (Auto Pay) - fees charged.
- Automatic Bank Draft – **no fees charged**
 - Currently this is only available to Utility Customers
- Online Payments – fees charged
- Over the Phone (IVR) – fees charged
- ACH/Online Bill Pay (through bank) – **no fees charged**
 - Currently this is only available to Utility Customers

Note: Automatic Payments, Online Payments, Over the Phone (IVR) are paid by either credit card or electronic check.

Payment Statistics

- Approximately 15,000 utility accounts

- Utility customers pay by the following methods
 - 19% - Auto Pay (credit card/electronic check)
 - 16.4 – Automatic Bank Draft
 - 36% - Online Payment (credit card/electronic check)
 - 8.3% - Over the Phone (IVR) (credit card/electronic check)
 - 7.3% - ACH/Online bill pay
 - 9.1% - By Mail (check or money order)
 - 3.1% - Night drop box (check or money order)
 - >1% - Cash

Next Steps

Committee Discussion and Options

- Continue to supplement credit card fees as a service to citizens (no change).
- Add overarching credit card convenience charge to fee schedule and process on all transactions across the organization (cost recovery fee).
 - Full evaluation of charges across each credit card touch point and assess fee to cover cost.
- Charge a lower credit card convenience charge to “share” the cost with the customer (flat fee).
 - Example, Utility Payments averages 110,000 transactions annually.
 - A \$1.10 transaction fee would recover \$120,108 (half of FY 2023 spend).
- Pass the credit card fees directly to the customer (pass-through)
 - Full evaluation of merchant services and credit card touch point to assess pass-through rates.

Note: Based on feedback, staff would evaluate and implement changes necessary to ordinances, fees and/or contracts.

Finance Committee

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding the March 2024 monthly financial and investment reports. (Staff Contact: Harlan Jefferson, Deputy City Manager)

SUMMARY:

The Comprehensive Monthly Financial Report (CMFR) provides our audience (internal and external users) with a general awareness of the City's financial position and economic activity. The four major sections of the report are Financial Summary, Economic Analysis, Investment Reports, and Special Interest. We have added comments when revenue sources are 10% or more below expectations and expenditures are 10% or more above projections. In the Special Interest section, we included billing information for the new ambulance service and data related to department budget transfers.

You will notice that ambulance billing and collections have been delayed. It is customary for a collection lag to exist when you start a new billing activity; however, the billing delay was unexpected. The billing delay is attributed to supply change issues before the go-live date, subsequently causing a delay in obtaining our state licensing. This licensing was a prerequisite before initiating any billing registration with government or private payors.

RECOMMENDATION:

Staff recommends that the Committee discuss the March 2024 monthly financial and investment reports and present staff with comments, questions, or direction.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651



Proposed Monthly Financial and Investment Reports

PRESENTED TO THE CITY FINANCE COMMITTEE

MAY 8, 2024

Four Major Sections

Financial Summary

Economic Analysis

Investment Reports

Special Interest



Monthly Financial Report

Questions & Comments



Committee Recommendations



FISCAL YEAR 2023-2024 MONTHLY FINANCIAL REPORT MARCH

ABOUT THIS REPORT

The Financial Services Department is dedicated to excellence in local government, comprehensive fiscal management, compliance, and reporting. The Comprehensive Monthly Financial Report (CMFR) is directed at providing our audience (internal and external users) with a general awareness of the City's financial positions and economic activity.

This report is comprised of four sections:

1. The **Financial Summary** reports the performance of the major operating funds of the City. It provides comparative data for major revenue sources and expenditure items. Narrative disclosures are used to highlight any significant changes or fluctuations.
2. The **Economic Analysis** section contains a summary of the key economic indicators and an in-depth review with graphic illustrations.
3. The **Investment Reports** provide a description of investment activity, a summary of interest earnings, and the City's portfolio.
4. Reports of **Special Interests** include Emergicon and Department Transfer Reports.

This CMFR includes March 2024 data. **This information is neither final nor audited.** Please provide us with any comments or suggestions you may have, and should you desire additional information feel free to contact the finance office.

City of Burleson
Finance Office
141 W. Renfro St.
Burleson, Texas
76015

Harlan Jefferson
Deputy City Manager

City of Burleson Comprehensive Monthly Financial Report

Table of Contents

Financial Summary

Report Notes2
 Financial Statements9

Economic Analysis

Current Property Tax16
 Franchise Fees17
 Sales Tax18
 Water Sales19
 Sewer Charges20
 Appraisal Roll Comparison21
 Permits Statistical Report22

Investment Reports

Compliance Reports25

Special Interests

Fire Department Medical Transport Report30
 Budget Transfer Report33
 Property Tax Report34

Section 1

City of Burleson Comprehensive Monthly Financial Report

This report is designed for internal use and does not include all the funds and accounts included in the Burleson operations. For a complete report, refer to the City of Burleson's Annual Comprehensive Financial Report, available through the City's Finance Department.

Financial Summary

Report Notes

Item I.

GENERAL FUND

Revenues

General Fund revenues totals \$38,802,765 through March 31, 2024. This represents an increase of 9.1% from revenue earned in the preceding year. Charges for Services decreased \$47,038 or 34.3% due to engineering development fee reductions. Miscellaneous revenue decreased \$58,842 or 22.8% with a reduction of cell tower lease income. Intergovernmental revenue decreased \$8,500 or 100% due to mutual aid payment received from Tarrant County Emergency Services District in FY2023 and not in FY2024.

Following is a percentage summary of total revenues from each major source of General Fund revenue for fiscal year 2023-24, to date.

Taxes	\$	31,687,173	81.7%
Franchise Fees		2,118,444	5.5%
Charges for Services		90,171	0.2%
Licenses, permits and fees		754,895	1.9%
Fines		414,149	1.1%
Investment Earnings		596,019	1.5%
Other Revenues		723,156	1.9%
Cost Allocation		1,837,275	4.7%
Transfers In		581,483	1.5%
Total	\$	38,802,765	100.0%

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Property Taxes	\$ 26,638,767	\$ 24,312,055	\$ 2,326,712	9.6%
Sales Tax	4,962,316	4,841,365	120,951	2.5%
Liquor Tax	86,090	82,986	3,104	3.7%
Franchise Fees	2,118,444	1,999,223	119,221	6.0%
Investment Earnings	596,019	293,107	302,912	103.3%
License, Permit & Fee	754,895	570,212	184,683	32.4%
Fines	414,149	420,326	(6,177)	-1.5%
Charges for Services	90,171	137,209	(47,038)	-34.3%
Miscellaneous	199,478	258,320	(58,842)	-22.8%
Cost Allocation Rev	1,837,275	1,937,083	(99,808)	-5.2%
Intergovernmental	-	8,500	(8,500)	-100.0%
Operating Grant & Contributions	523,678	281,838	241,840	85.8%
Transfer In	581,483	411,725	169,758	41.2%
	\$ 38,802,765	\$ 35,553,949	\$ 3,248,816	9.1%

Report Notes

GENERAL FUND

Expenditures

Expenditures for General Fund purposes were \$29,228,186 through February March 31, 2024. An increase of \$863,625 or 3% from the preceding year.

Prior Year Comparison of General Fund Expenditures by Department
through month February 2024

	Fiscal Year-to-Date		Increase/(Decrease) over		Material Variance Drivers
	2024	2023	Amount	Percent	
City Council	\$ 47,907	\$ 31,718	\$ 16,189	51.0%	Timing with travel, training, projects and event expenditures
City Manager's Office	622,035	363,498	258,537	71.1%	Restructuring of the City Managers Office
City Secretary's Office	343,467	292,437	51,030	17.4%	Open position filled with salary and benefits offset with a reduction of election expenses
Communications	223,334	276,991	(53,657)	-19.4%	
Finance	1,023,249	1,041,358	(18,109)	-1.7%	
Non-Departmental	784,769	512,856	271,913	53.0%	Contribution to Burleson Opportunity Fund, recruiting and settlements
Human Resources	440,148	550,517	(110,369)	-20.0%	
Judicial	62,100	59,729	2,371	4.0%	
Legal Services	363,164	242,594	120,570	49.7%	Admin position moved from CMO to Legal, salary increases, increase with legal expenses
Municipal Court	196,417	138,528	57,889	41.8%	Vacant position filled
Records Management	54,303	50,462	3,841	7.6%	
Purchasing	146,782	271,993	(125,211)	-46.0%	
Fire	5,615,518	5,361,929	253,589	4.7%	
Police	8,589,532	8,455,179	134,353	1.6%	
Marshals Service	101,384	100,740	644	0.6%	
PS Communication	1,079,205	1,066,999	12,206	1.1%	
Drainage Maint	268,455	266,239	2,216	0.8%	
Engineering/Capital	347,553	357,660	(10,107)	-2.8%	
Engineering/Development	272,941	310,735	(37,794)	-12.2%	
Engineering/Inspection	255,049	292,833	(37,784)	-12.9%	
Facilities Maintenance	401,214	493,351	(92,137)	-18.7%	
Public Works Admin	547,275	686,290	(139,015)	-20.3%	
Streets Pavement Maint	1,719,742	1,447,586	272,156	18.8%	Streets maintenance & repair increased; added engineering services contract for FY2024
Traffic Maint	316,423	380,985	(64,562)	-16.9%	
Animal Services	354,602	301,037	53,565	17.8%	Addition of electric gate, covers for kennels and operating supplies
Code Enforcement	189,999	180,223	9,776	5.4%	
Environmental Services	146,456	136,230	10,226	7.5%	
Neighborhood Svcs Admin	110,632	109,441	1,191	1.1%	
Building Inspections	452,257	424,774	27,483	6.5%	
Community Development	203,921	245,815	(41,894)	-17.0%	
Development Services	169,234	160,064	9,170	5.7%	
Economic Development	25,420	-	25,420	0.0%	
Incentive Payments	468,931	1,888,813	(1,419,882)	-75.2%	
Library	702,843	741,703	(38,860)	-5.2%	
Parks	778,059	818,720	(40,661)	-5.0%	
Parks & Recreation Admin	1,732	27,137	(25,405)	-93.6%	
ROW Maintenance	297,342	97,920	199,422	203.7%	Two positions added, maintenance expense reclass from 4B FY2023
Senior Citizens Center	104,792	152,156	(47,364)	-31.1%	
Special Events	-	27,321	(27,321)	-100.0%	
Transfer Out	1,400,000	-	1,400,000	0.0%	
	\$ 29,228,186	\$ 28,364,561	\$ 863,625	3.0%	

Expenditures for General Fund purposes through month February 2024 are outlined as a percentage basis as follows:

Division	Total	Percent
General Government	\$ 4,307,675	15%
Public Safety	15,385,639	53%
Public Works	4,128,653	14%
Neighborhood Services	801,689	3%
Development Services	1,319,763	5%
Culture & Recreation	1,884,767	6%
Transfer Out	1,400,000	5%
	\$ 29,228,186	100%

WATER AND SEWER FUND

Revenues

Operating revenue in the water and sewer fund was \$12,905,691 through March 31, 2024, an increase of \$571,319 or 4.6% compared to revenues reported for the same time period in the preceding year. Connections & extensions revenue fluctuates year to year based on activity and they did decrease \$10,710 or 21%.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Charges for Services	\$ 11,679,980	\$ 11,361,847	\$ 318,133	2.8%
License, Permit & Fee	6,005	4,950	1,055	21.3%
Investment Earnings	501,666	216,062	285,604	132.2%
Miscellaneous	29,489	23,678	5,811	24.5%
Impact Fee	669,509	709,081	(39,572)	-5.6%
Transfer In	19,042	18,754	288	0.0%
	\$ 12,905,691	\$ 12,334,372	\$ 571,319	4.6%

The breakdown of the Charges for Services revenue is reflected in the preceding table as follows:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Water Revenue	\$ 5,743,997	\$ 5,494,755	\$ 249,242	5%
Sewer Revenue	5,380,036	5,344,052	35,984	1%
Sewer Surcharge	298,524	279,989	18,535	7%
Connections & Extensions	39,773	50,483	(10,710)	-21%
Penalties	217,650	192,568	25,082	13%
	\$ 11,679,980	\$ 11,361,847	\$ 318,133	2.8%

WATER AND SEWER FUND

Expenditures

The Water and Sewer Fund expenditures through March 31, 2024 totaled \$16,438,229. This represents an overall increase of \$3,014,186 or 22.5% over the preceding year. Supplies increased \$8,796 or 18.4% due to an increase in postage expense. Minor furniture and equipment increased \$8,756 or 73.7% as a result of a sewer pump replacement and purchase of recycling hoppers. Outside Services increased \$16,395 or 22.4% due to water and sewer rate study with Wildan Financial Services. Water Purchases increased 652,343 or 37.2% due to changes in the contract with Fort Worth. Sewer Treatment increased by \$1,254,417 or 88.7% due to changes in the contract with Fort Worth. Infr Maint & Repair increased \$45,058 or 81.3% due to the timing of utility cuts. Utilities increased \$19,943 or 19.8% due to communication and electricity. Miscellaneous increased 63,235 due or 10.6% due to franchise fee allocation to General Fund. Insurance increased \$22,976 or 28.1% as a result of increased premiums. Capital expenditures increased by \$135,303 or 426.5% as a result of a water main replacement. Transfer out increased by \$169,758 or 41.2% as a result of increased franchise and PILOT fees to the General Fund.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 1,479,713	\$ 1,396,995	\$ 82,718	5.9%
Personnel Development	17,826	32,931	(15,105)	-45.9%
Supplies	56,723	47,927	8,796	18.4%
Minor Furn & Equip	20,641	11,885	8,756	73.7%
Outside Services	89,557	73,162	16,395	22.4%
Water Purchases	2,405,374	1,753,031	652,343	37.2%
Sewer Treatment	2,669,437	1,415,020	1,254,417	88.7%
Infr Maint & Repair	100,488	55,430	45,058	81.3%
Equip Maint & Repair	10,390	14,271	(3,881)	-27.2%
Utilities	120,804	100,861	19,943	19.8%
Insurance	104,787	81,811	22,976	28.1%
Misc	659,608	596,373	63,235	10.6%
Contribution to ISF	947,359	916,210	31,149	3.4%
Cost Allocation Exp	637,560	681,829	(44,269)	-6.5%
Capital Expenditures	167,030	31,727	135,303	426.5%
Debt Service Charges	6,369,449	5,802,855	566,594	9.8%
Transfers Out	581,483	411,725	169,758	41.2%
	\$ 16,438,229	\$ 13,424,043	\$ 3,014,186	22.5%

4A SALES TAX FUND

Revenues

4A revenue through March 31, 2024 is \$2,807,082 an increase of \$101,397 or 3.7% for revenues reported for the same period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 2,481,716	\$ 2,420,683	\$ 61,033	3%
Investment Earnings	120,139	48,721	71,418	147%
Miscellaneous	205,227	236,281	(31,054)	-13%
	\$ 2,807,082	\$ 2,705,685	\$ 101,397	3.7%

Expenditures

Expenditures through March, 2024 are \$3,362,438 an increase of \$954,303 or 39.6% for expenses reported for the same period in the preceding year. Supplies increased \$1,492 or 104.9% due to the purchase of promotional supplies. Personnel expenses increased \$36,126 or 17.2% as a result of salary increases and personnel transfer from General Fund Communications. Personnel development increased \$46,558 or 328.5% from increased memberships and licenses, travel and training. Outside services increased by \$20,742 or 26.1% as a result of hotel consulting expenses. Cost allocation expenses to the technology fund increased \$40,463 or 57.9% as a result of technology cost increases and fund allocations. Transfers to Debt Service increase \$942,047 or 56.7% due to issuance of new debt in FY2023.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) Amount		Percent
	2024	2023	Amount	Percent	
Personnel	\$ 246,474	\$ 210,348	\$ 36,126	17.2%	
Personnel Development	60,730	14,172	46,558	328.5%	
Supplies	2,914	1,422	1,492	104.9%	
Outside Services	100,353	79,611	20,742	26.1%	
Infr Maint & Repair	-	1,703	(1,703)	-100.0%	
Utilities	3,153	8,722	(5,569)	-63.9%	
Miscellaneous	155,473	225,636	(70,163)	-31.1%	
Contribution to ISF	-	45,510	(45,510)	-100.0%	
Cost Allocation Exp	110,334	69,871	40,463	57.9%	
Transfers Out-Debt Service	78,282	88,462	(10,180)	-11.5%	
Transfers Out	2,604,725	1,662,678	942,047	56.7%	
	\$ 3,362,438	\$ 2,408,135	\$ 954,303	39.6%	

Report Notes

4B SALES TAX FUND

Revenues

4B revenue was \$2,585,194 through March 31, 2024 an increase of \$124,094 or 5% compared to revenue reported for the same time period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 2,481,343	\$ 2,420,683	\$ 60,660	3%
Investment Earnings	103,851	40,417	63,434	157%
	\$ 2,585,194	\$ 2,461,100	\$ 124,094	5.0%

Expenditures

Expenditures through March 31, 2024 totaled \$4,681,640. This represents an overall decrease of \$1,463,106 or 23.8% reduction under the preceding year. Personnel cost increased \$22,742 or 15.1% as a result of merit increases and special event overtime. Outside services increased \$2,905 or 45% as a result of financial services allocation with Weaver and Hilltop Securities expenses. Miscellaneous expenses increased \$70,395 or 243.5% as a result of the adding turf at the veterans memorial. Incentive payments increased \$100,000 or 100% as a result of a Heim BBQ payment. Transfer out to Parks Performance Fund increased \$161,375 or 10.3% as a result of an increased budget allocation for FY2024. Transfer to non-bond CIP was \$2,057,444 for FY2023 for Cindy Park and Elk Ridge Park construction. Transfer out to golf increased \$252,650 or 34.8% due to the inclusion of debt with the operations transfer.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Personnel	\$ 173,054	\$ 150,312	\$ 22,742	15.1%
Minor Furn & Equip	6,838	11,545	(4,707)	-40.8%
Outside Services	9,358	6,453	2,905	45.0%
Infr Maint & Repair	-	82,933	(82,933)	-100.0%
Miscellaneous	99,306	28,911	70,395	243.5%
Incentive Payments	100,000	-	100,000	100.0%
Contribution to ISF	15,298	27,220	(11,922)	-43.8%
Cost Allocation Exp	51,124	76,554	(25,430)	-33.2%
Transfer Out-Parks Perf Fund	1,726,614	1,565,239	161,375	10.3%
Transfer Out-Debt Service	1,522,006	1,412,743	109,263	7.7%
Transfer Out-Non Bond CIP	-	2,057,444	(2,057,444)	-100.0%
Transfer Out-Golf	978,042	725,392	252,650	34.8%
	\$ 4,681,640	\$ 6,144,746	\$ (1,463,106)	-23.8%

PARKS PERFORMANCE FUND

Revenues

Parks Performance revenue was \$2,894,828 through March 31, 2024 an increase of \$299,237 or 11.5% compared to revenue reported for the same time period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Charges for Services	\$ 1,159,617	\$ 1,026,429	\$ 133,188	13%
Investment Earnings	6,869	3,009	3,860	128%
Miscellaneous	1,728	914	814	89%
Transfer In-4B	1,726,614	1,565,239	161,375	10%
	\$ 2,894,828	\$ 2,595,591	\$ 299,237	11.5%

Expenditures

Expenditures through March 31, 2024 totaled \$2,384,556. This represents an overall increase of \$162,985 or a 7.3% increase from the preceding year. Supplies increased \$8,231 or 16.5% as a result of an increase in chemical purchases for the pool. Equipment maintenance and repair increased by \$10,580 or 69.3% as a result of pool and fitness equipment repairs. Utilities increased \$60,818 or 31.4% as a result of an increase with communication and electricity. Insurance costs increased by \$14,639 or 17.7% as a result of increased premiums. Capital Expenditures increased by \$17,238 or 71.7% due to the purchase of gym floor coverings for the BRiCk.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Personnel	\$ 1,249,592	\$ 1,208,462	\$ 41,130	3.4%
Personnel Development	13,283	13,418	(135)	-1.0%
Supplies	58,245	50,014	8,231	16.5%
Minor Furn & Equip	9,315	14,576	(5,261)	-36.1%
Outside Services	21,551	20,645	906	4.4%
Infr Maint & Repair	64,500	65,438	(938)	-1.4%
Equip Maint & Repair	25,844	15,264	10,580	69.3%
Utilities	254,245	193,427	60,818	31.4%
Insurance	97,420	82,781	14,639	17.7%
Miscellaneous	48,957	50,560	(1,603)	-3.2%
Contribution to ISF	152,943	164,170	(11,227)	-6.8%
Cost Allocation Exp	347,382	318,775	28,607	9.0%
Capital Expenditures	41,279	24,041	17,238	71.7%
	\$ 2,384,556	\$ 2,221,571	\$ 162,985	7.3%

Financial Statement

Item I.

DESCRIPTION	General Fund - Schedule of Revenues					Percent of Year Expired	
	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL AMOUNT	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED / OBLIGATED / PRIOR YEARS
Mar-24 Budget vs. Actuals							
						50%	
Ad Val Taxes - General	24,081,565	26,384,580	26,384,580	26,407,046	(22,466)	100.09%	98.59%
Ad Val Taxes - Delinquent	82,840	128,750	128,750	86,502	42,248	67.19%	66.27%
Ad Val Taxes - Pen & Int	147,650	231,750	231,750	145,219	86,531	62.66%	65.62%
PROPERTY TAXES TOTAL	\$ 24,312,055	\$ 26,745,080	\$ 26,745,080	\$ 26,638,767	\$ 106,313	99.60%	98.13%
Sales Tax	4,841,366	15,188,281	15,188,281	4,962,317	10,225,964	32.67%	32.83%
Liquor Tax	82,985	206,130	206,130	86,089	120,041	41.76%	41.47%
SALES TAX TOTAL	\$ 4,924,351	\$ 15,394,411	\$ 15,394,411	\$ 5,048,406	\$ 10,346,005	32.79%	32.95%
W&S Franchise Fee	476,374	1,016,215	1,016,215	508,105	508,110	50.00%	48.54%
Electric Util Franchise	902,731	1,939,094	1,939,094	953,167	985,927	49.16%	47.95%
Telephone Franchise Fees	20,118	57,750	57,750	15,886	41,864	27.51%	36.58%
Telecable Franchise Fees	32,191	67,601	67,601	46,391	21,210	68.62%	50.00%
Natural Gas Franchise Fee	369,896	440,892	440,892	336,471	104,421	76.32%	88.09%
Solid Waste Franchise Fee	76,122	324,360	324,360	92,098	232,262	28.39%	28.07%
SW Internal Srv Franchise	121,791	332,658	332,658	166,326	166,332	50.00%	44.29%
FRANCHISE FEES TOTAL	\$ 1,999,223	\$ 4,178,570	\$ 4,178,570	\$ 2,118,444	\$ 2,060,126	50.70%	50.62%
INVESTMENT EARNINGS TOTAL	\$ 293,107	\$ 750,000	\$ 750,000	\$ 596,019	\$ 153,981	79.47%	39.08%
LICENSE, PERMIT, FEE TOTAL	\$ 570,212	\$ 1,678,255	\$ 1,678,255	\$ 754,895	\$ 923,360	44.98%	37.07%
FINES TOTAL	\$ 420,326	\$ 955,000	\$ 955,000	\$ 414,149	\$ 540,851	43.37%	46.44%
CHARGES FOR SERVICES TOTAL	\$ 137,209	\$ 418,500	\$ 418,500	\$ 90,171	\$ 328,329	21.55%	32.86%
MISC TOTAL	\$ 258,320	\$ 614,500	\$ 614,500	\$ 199,478	\$ 415,022	32.46%	42.09%
Cost Allocation From SRF	21,228	47,019	47,019	23,517	23,502	50.02%	49.82%
Cost allocation from 4A	88,462	156,564	156,564	78,282	78,282	50.00%	50.00%
Cost allocation from 4B	76,554	102,250	102,250	51,124	51,126	50.00%	50.00%
Cost allocation from PPF	318,775	694,770	694,770	347,382	347,388	50.00%	50.00%
Cost allocation from HMF	9,764	25,853	25,853	12,929	12,924	50.01%	50.46%
Cost allocation from TIF	17,955	36,492	36,492	18,246	18,246	50.00%	50.00%
Cost allocation from Misc SRF	-	18,177	18,177	9,087	9,090	49.99%	NA
Cost allocation from DS	279	952	952	592	360	62.18%	50.00%
Cost allocation from WS	681,829	1,275,127	1,275,127	637,567	637,560	50.00%	53.77%
Cost allocation from SW	103,583	51,629	51,629	25,817	25,812	50.00%	50.00%
Cost allocation from Golf	167,803	279,860	279,860	139,934	139,926	50.00%	58.74%
Cost allocation from CEM	1,621	3,858	3,858	383	3,475	9.93%	49.97%
Cost allocation from ERF	2,997	5,687	5,687	2,843	2,844	49.99%	50.00%
Cost allocation from ESF	93,723	169,143	169,143	84,573	84,570	50.00%	50.00%
Cost allocation from SSR	114,299	255,342	255,342	127,668	127,674	50.00%	50.00%
Cost allocation from HIF	238,211	554,663	554,663	277,331	277,332	50.00%	50.00%
COST ALLOCATION REV TOTAL	\$ 1,937,083	\$ 3,677,386	\$ 3,677,386	\$ 1,837,275	\$ 1,840,111	49.96%	51.95%
Receipts from Counties	8,500	8,500	8,500	-	8,500	0.00%	100.00%
Receipts From Federal Govn	-	966,340	966,340	-	966,340	0.00%	N/A
INTERGOVERNMENTAL TOTAL	\$ 8,500	\$ 974,840	\$ 974,840	\$ -	\$ 974,840	0.00%	100.00%
School Resource Officers	269,844	1,032,145	1,032,145	516,072	516,073	50.00%	25.05%
Auto Task Force Reimb	11,583	66,950	66,950	7,066	59,884	10.55%	38.61%
Reimbursable Overtime	411	7,500	7,500	540	6,960	7.20%	5.48%
OPER GRANT & CONTR TOTAL	\$ 281,838	\$ 1,106,595	\$ 1,106,595	\$ 523,678	\$ 582,917	47.32%	25.29%
Transfer In from ERF-Government	-	345,000	345,000	-	345,000	N/A	N/A
Transfer from Water & Sewer	411,725	1,162,961	1,162,961	581,483	581,478	50.00%	48.20%
TRANSFER IN TOTAL	\$ 411,725	\$ 1,507,961	\$ 1,507,961	\$ 581,483	\$ 926,478	38.56%	48.20%
TOTAL REVENUE	\$ 35,553,949	\$ 58,001,098	\$ 58,001,098	\$ 38,802,765	\$ 19,198,333	66.90%	66.33%

Financial Statement

Item I.

Mar-24

General Fund - Schedule of Expenditures Budget vs. Actuals

Percent of Year Expired 50%

DIVISIONS	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL AMOUNT	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED / OBLIGATED / PRIOR YEARS
GENERAL GOVERNMENT								
City Council	31,718	112,750	112,750	2,273	47,907	62,570	44.51%	21.57%
City Manager's Office	363,498	829,374	856,374	998	622,035	233,341	72.75%	35.99%
City Secretary's Office	292,437	936,016	936,016	145,629	343,467	446,920	52.25%	36.08%
Communications	276,991	579,154	579,154	9,836	223,334	345,984	40.26%	49.94%
Finance	1,041,358	2,289,796	2,309,896	4,919	1,023,249	1,281,728	44.51%	45.54%
Non-Departmental	512,856	(149,527)	(149,527)	45,888	784,769	(980,184)	-555.52%	157.67%
Human Resources	550,517	1,164,109	1,164,109	29,114	440,148	694,847	40.31%	43.43%
Judicial	59,729	115,283	115,283	2,325	62,100	50,858	55.88%	51.66%
Legal Services	242,594	604,940	604,940	156,037	363,164	85,739	85.83%	40.99%
Municipal Court	138,528	501,104	501,104	6,583	196,417	298,104	40.51%	38.99%
Records Management	50,462	125,286	125,286	3,447	54,303	67,536	46.09%	44.20%
Purchasing	271,993	505,059	550,309	57,721	146,782	345,806	37.16%	58.85%
GENERAL GOVERNMENT TOTAL	\$ 3,832,681	\$ 7,613,344	\$ 7,705,694	\$ 464,770	\$ 4,307,675	\$ 2,933,249	61.93%	47.66%
PUBLIC SAFETY								
Fire	5,361,929	12,330,398	12,536,643	154,321	5,615,518	6,766,804	46.02%	48.39%
Police	8,455,179	18,028,984	18,028,984	405,971	8,589,532	9,033,481	49.89%	48.96%
Marshals Service	100,740	230,034	230,034	1,790	101,384	126,860	44.85%	42.50%
PS Communication	1,066,999	2,674,952	2,674,952	-	1,079,205	1,595,747	40.34%	48.06%
PUBLIC SAFETY TOTAL	\$ 14,984,847	\$ 33,264,368	\$ 33,470,613	\$ 562,082	\$ 15,385,639	\$ 17,522,892	47.65%	48.64%
PUBLIC WORKS								
Drainage Maint	266,239	597,156	597,156	2,388	268,455	326,313	45.36%	50.43%
Engineering/Capital	357,660	28,419	30,749	17,030	347,553	(333,834)	1185.67%	3654.07%
Engineering/Development	310,735	956,024	1,120,774	201,271	272,941	646,562	42.31%	30.95%
Engineering/Inspection	292,833	297,638	306,657	9,923	255,049	41,685	86.41%	64.22%
Facilities Maintenance	493,351	1,190,840	1,181,840	137,388	401,215	643,237	45.57%	51.15%
Public Works Admin	686,290	1,081,034	1,081,034	36	547,275	533,723	50.63%	57.67%
Streets Pavement Maint	1,447,586	3,608,582	4,171,415	88,812	1,719,742	2,362,861	43.36%	38.48%
Traffic Maint	380,985	1,153,427	1,153,427	9,131	316,423	827,873	28.22%	38.19%
PUBLIC WORKS TOTAL	\$ 4,235,679	\$ 8,913,120	\$ 9,643,051	\$ 465,979	\$ 4,128,653	\$ 5,048,419	47.65%	47.53%
NEIGHBORHOOD SERVICES								
Animal Services	301,037	715,059	715,059	4,004	354,602	356,453	49.59%	44.58%
Code Enforcement	180,223	398,296	398,296	20,290	189,999	188,007	47.70%	45.43%
Environmental Services	136,230	335,478	335,478	19,837	146,456	169,185	43.66%	42.25%
Neighborhood Svcs Admin	109,441	227,398	227,398	-	110,632	116,766	48.65%	46.72%
NEIGHBORHOOD SERVICES TOTAL	726,931	1,676,231	1,676,231	44,131	801,689	830,411	47.83%	44.63%
DEVELOPMENT SERVICES								
Building Inspections	424,774	990,035	990,035	814	452,257	536,964	45.68%	46.29%
Community Development	245,815	511,966	511,966	11,495	203,921	296,550	39.83%	45.85%
Development Services	160,064	370,331	370,331	-	169,234	201,097	45.70%	44.91%
Economic Development	-	50,842	50,842	-	25,420	25,422	50.00%	0.00%
Incentive Payments	1,888,813	1,200,000	1,200,000	-	468,931	731,069	39.08%	100.00%
DEVELOPMENT SERVICES TOTAL	2,719,466	3,123,174	3,123,174	12,309	1,319,763	1,791,102	42.26%	73.52%
CULTURE & RECREATION								
Library	741,703	1,450,918	1,450,918	135,400	702,843	612,675	48.44%	49.61%
Parks	818,720	1,670,977	1,670,977	46,536	778,059	846,382	46.56%	48.15%
Parks & Recreation Admin	27,137	33,864	33,864	-	1,732	32,132	5.11%	N/A
ROW Maintenance	97,920	658,915	658,915	274,394	297,342	87,179	45.13%	21.18%
Senior Citizens Center	152,156	202,197	202,197	-	104,791	97,406	51.83%	56.92%
Special Events	27,321	-	-	-	-	-	N/A	N/A
CULTURE & RECREATION TOTAL	1,864,957	4,016,871	4,016,871	456,330	1,884,767	1,675,774	46.92%	47.51%
TRANSFER OUT								
Transfer Out	-	165,496	165,496	-	-	165,496	0.00%	0.00%
Transfer Out-Non Bond CIP	-	1,400,000	1,400,000	-	1,400,000	-	100.00%	NA
Transfer Out-IT Fund	-	1,000,000	1,000,000	-	-	1,000,000	0.00%	NA
TRANSFER OUT TOTAL	-	2,565,496	2,565,496	-	1,400,000	1,165,496	54.57%	0.00%
TOTAL EXPENDITURE	28,364,561	61,172,604	62,201,130	2,005,601	29,228,186	30,967,343	46.99%	49.37%

Financial Statement

Item I.

Mar-24

Water and Sewer Fund - Schedule of Revenues and Expenditures

Budget vs. Actuals

Percent of
Year Expired 50%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED / OBLIGATED / PRIOR YEARS
CHARGES FOR SERVICES	11,361,847	25,688,063	25,688,063		11,679,980	14,008,083	45.47%	46.3%
LICENSE, PERMIT & FEE	4,950	20,000	20,000		6,005	13,995	30.03%	24.75%
INVESTMENT EARNINGS	216,062	450,000	450,000		501,666	(51,666)	111.48%	53.68%
MISCELLANEOUS	23,678	41,422	41,422		29,489	11,933	71.19%	58.88%
IMPACT FEE	709,081	1,287,500	1,287,500		669,509	617,991	52.00%	55.07%
TRANSFER IN	18,754	209,239	209,239		19,042	190,197	9.10%	9.23%
TOTAL REVENUE	\$ 12,334,372	\$27,696,224	\$ 27,696,224	\$ -	\$ 12,905,691	\$ 14,790,533	46.60%	46.56%
PERSONNEL	1,396,995	3,249,099	3,242,299		1,479,713	1,762,586	45.64%	41.72%
PERSONNEL DEVELOPMNT	32,931	59,322	59,322	20	17,826	41,476	30.05%	62.03%
SUPPLIES	47,927	114,026	114,026	34,191	56,723	23,112	49.75%	48.86%
MINOR FURN & EQUIP	11,885	47,566	47,566	8,173	20,641	18,752	43.39%	16.23%
OUTSIDE SERVICES	73,162	168,016	195,190	37,426	89,557	68,207	45.88%	39.86%
WATER PURCHASES	1,753,031	4,931,579	4,931,579		2,405,374	2,526,205	48.77%	33.79%
SEWER TREATMENT	1,415,020	4,933,462	4,933,462		2,669,437	2,264,025	54.11%	35.74%
INFR MAINT & REPAIR	55,430	283,119	283,119	119,626	100,488	63,005	35.49%	19.58%
EQUIP MAINT & REPAIR	14,271	36,764	36,764	20,644	10,390	5,730	28.26%	38.82%
UTILITIES	100,861	279,095	279,095	1,193	120,804	157,098	43.28%	39.95%
CLAIMS AND INSURANCE	81,811	108,243	108,243		104,787	3,456	96.81%	88.27%
MISCELLANEOUS	596,373	1,421,415	1,401,041	31,131	659,608	710,302	47.08%	43.95%
CONTRIBUTION TO ISF	916,210	1,894,723	1,894,723		947,359	947,364	50.00%	59.79%
COST ALLOCATION EXP	681,829	1,275,127	1,275,127		637,560	637,567	50.00%	50.00%
CAPITAL EXPENDITURES	31,727	611,944	611,944	178,004	197,030	236,910	32.20%	3.48%
DEBT SERVICE CHARGES	5,802,855	7,401,282	7,401,282	-	6,369,449	1,031,833	86.06%	86.18%
TRANFERS OUT-GENERAL FUND	411,725	1,162,961	1,162,961		581,483	581,478	50.00%	48.20%
TOTAL EXPENDITURE	\$ 13,424,043	\$27,977,743	\$ 27,977,743	\$ 430,408	\$ 16,468,229	\$ 11,079,106	58.86%	50.31%

Financial Statement

Item I.

Mar-24

4A Sales Tax Fund - Schedule of Revenues and Expenditures

Budget vs. Actuals

Percent of Year
Expired

50%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED / OBLIGATED / PRIOR YEARS
SALES & USE TAXES	2,420,683	7,594,138	7,594,138	-	2,481,716	5,112,422	32.68%	32.83%
SALE OF CAPITAL	-	2,375,000	2,375,000	-	-	2,375,000	0.00%	N/A
INVESTMENT EARNINGS	48,721	100,000	100,000	-	120,139	(20,139)	120.14%	54.13%
MISCELLANEOUS	236,281	290,000	290,000	-	205,227	84,773	70.77%	71.72%
TOTAL REVENUE	\$ 2,705,685	\$ 10,359,138	\$ 10,359,138	\$ -	\$ 2,807,082	7,552,056	27.10%	34.72%
PERSONNEL	210,348	567,999	567,999	-	246,474	321,525	43.39%	37.45%
PERSONNEL DEVELOPMNT	14,172	45,925	45,925	-	60,730	(14,805)	132.24%	30.86%
SUPPLIES	1,422	6,000	6,000	-	2,914	3,086	48.57%	23.70%
OUTSIDE SERVICES	79,611	430,250	430,250	72,975	100,353	256,922	23.32%	47.51%
INFR MAINT & REPAIR	1,703	30,000	30,000	-	-	30,000	0.00%	4.87%
UTILITIES	8,722	29,041	29,041	-	3,153	25,888	10.86%	28.09%
MISCELLANEOUS	225,636	378,669	378,669	3,785	155,473	219,411	41.06%	61.82%
INCENTIVE PAYMENTS	45,510	4,491,060	4,491,060	-	-	4,491,060	0.00%	20.23%
CONTRIBUTION TO ISF	69,871	220,674	220,674	-	110,334	110,340	50.00%	50.00%
COST ALLOCATION EXP	88,462	156,564	156,564	-	78,282	78,282	50.00%	50.00%
TRANSFER OUT-DEBT SERVICE	1,662,678	2,757,636	2,757,636	-	2,604,725	152,911	94.45%	91.03%
TRANFERS OUT	-	-	-	-	-	-	0.00%	0.00%
TOTAL EXPENDITURE	\$ 2,408,135	\$ 9,113,818	\$ 9,113,818	\$ 76,760	\$ 3,362,438	\$ 5,674,620	36.89%	62.61%

Financial Statement

Item I.

Mar-24

4B Sales Tax Fund - Schedule of Revenues and Expenditures

Budget vs. Actuals

Percent of
Year Expired

50%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED / PRIOR YEARS
SALES & USE TAXES	2,420,683	7,594,138	7,594,138	-	2,481,343	5,112,795	32.674%	32.83%
INVESTMENT EARNINGS	40,417	90,000	90,000	-	103,851	(13,851)	115.39%	49.29%
MISCELLANEOUS	-	40,259	40,259	-	-	40,259	0.00%	0.00%
TOTAL REVENUE	\$ 2,461,100	\$ 7,724,397	\$ 7,724,397	\$ -	\$ 2,585,194	\$ 5,139,203	33.47%	32.84%
PERSONNEL	150,312	353,048	353,048	-	173,054	179,994	49.02%	43.93%
PERSONNEL DEVELOPMNT	-	5,805	4,865	-	-	4,865	0.00%	0.00%
SUPPLIES	-	900	900	-	-	900	0.00%	0.00%
MINOR FURN & EQUIP	11,545	20,000	20,000	7,673	6,838	5,489	34.19%	57.73%
OUTSIDE SERVICES	6,453	9,225	9,225	-	9,358	(133)	101.44%	75.92%
INFR MAINT & REPAIR	82,933	-	-	(8,996)	-	8,996	0.00%	0.00%
MISCELLANEOUS	28,911	100,000	100,940	32,545	99,306	(30,911)	98.38%	12.74%
INCENTIVE PAYMENTS	-	501,667	501,667	-	100,000	401,667	19.93%	NA
CONTRIBUTION TO ISF	27,220	30,592	30,592	-	15,298	15,294	50.01%	50.00%
COST ALLOCATION EXP	76,554	102,250	102,250	-	51,124	51,126	50.00%	50.00%
CAPITAL EXPENDITURES	-	50,000	50,000	-	-	50,000	0.00%	NA
TRANSFER OUT-PARK PERF	1,565,239	3,453,234	3,453,234	-	1,726,614	1,726,620	50.00%	46.53%
TRANSFER OUT-DEBT SERVICE	1,412,743	2,224,218	2,224,218	-	1,522,006	702,212	68.43%	84.46%
TRANSFER OUT-NON BOND CIP	2,057,444	-	-	-	-	-	0.00%	100.00%
TRANSFER OUT-GOLF	725,392	1,230,004	1,230,004	-	978,042	251,962	79.52%	44.16%
TOTAL EXPENDITURE	6,144,746	\$ 8,080,943	\$ 8,080,943	\$ 31,222	\$ 4,681,640	\$ 3,368,081	57.93%	64.36%

Financial Statement

Item I.

Mar-24

PPF - Schedule of Revenues and Expenditures Budget vs. Actuals

Percent of Year Expired 50%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUALS	BUDGET BALANCE	PERCENT BUDGET COLLECTED / OBLIGATED	PERCENT BUDGET COLLECTED / OBLIGATED / PRIOR YEARS
CHARGES FOR SERVICES	1,026,429	2,194,990	2,194,990	-	1,159,617	1,035,373	52.83%	48.57%
INVESTMENT EARNINGS	3,009	10,000	10,000	-	6,869	3,131	68.69%	35.40%
MISCELLANEOUS	914	2,060	2,060	-	1,728	332	83.88%	45.70%
TRANSFER IN-4B	1,565,239	3,453,234	3,453,234	-	1,726,614	1,726,620	50.00%	46.53%
TOTAL REVENUE	\$ 2,595,591	\$ 5,660,284	\$ 5,660,284	\$ -	\$ 2,894,828	2,765,456	51.14%	47.30%
PERSONNEL	1,208,462	3,125,959	3,125,959	-	1,249,592	1,876,367	39.97%	42.83%
PERSONNEL DEVELOPMNT	13,418	19,284	19,284	-	13,283	6,001	68.88%	67.23%
SUPPLIES	50,014	197,747	197,747	93,513	58,245	45,989	29.45%	27.07%
MINOR FURN & EQUIP	14,576	28,660	28,660	6,900	9,315	12,445	32.50%	43.49%
OUTSIDE SERVICES	20,645	71,300	71,300	30,948	21,551	18,801	30.23%	28.96%
INFR MAINT & REPAIR	65,438	233,954	233,954	37,419	64,500	132,035	27.57%	17.72%
EQUIP MAINT & REPAIR	15,264	34,922	34,922	4,078	25,844	5,000	74.00%	78.28%
UTILITIES	193,427	544,407	544,407	2,450	254,245	287,712	46.70%	33.43%
CLAIMS AND INSURANCE	82,781	80,609	80,609	-	97,420	(16,811)	120.85%	105.55%
MISCELLANEOUS	50,560	149,961	149,961	60,127	48,957	40,877	32.65%	37.15%
CONTRIBUTION TO ISF	164,170	305,883	305,883	-	152,943	152,940	50.00%	54.64%
COST ALLOCATION EXP	318,775	694,770	694,770	-	347,382	347,388	50.00%	50.00%
CAPITAL EXPENDITURES	24,041	172,828	172,828	(17,107)	41,279	148,656	23.88%	10.14%
TOTAL EXPENDITURE	\$ 2,221,571	\$ 5,660,284	\$ 5,660,284	\$ 218,328	\$ 2,384,556	3,057,400	42.13%	40.48%

Section 2

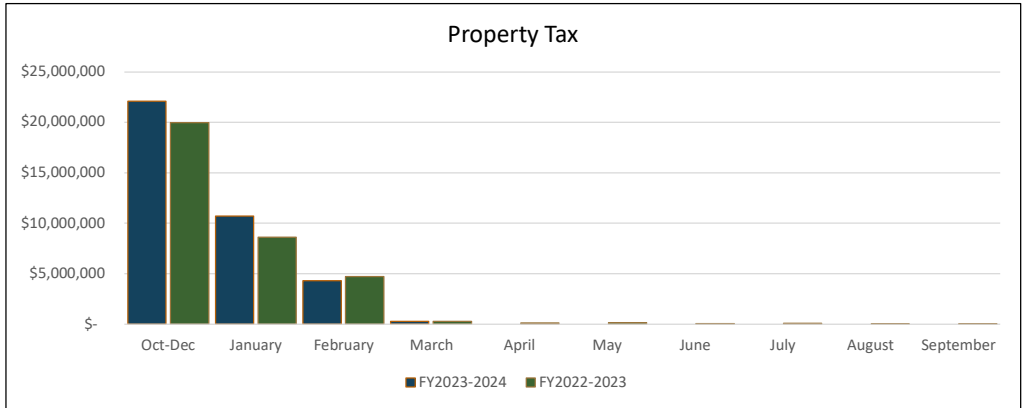
City of Burleson Comprehensive Monthly Financial Report

This section contains a summary of the key economic indicators by analyzing major revenue sources and building permit activity.

Economic Analysis

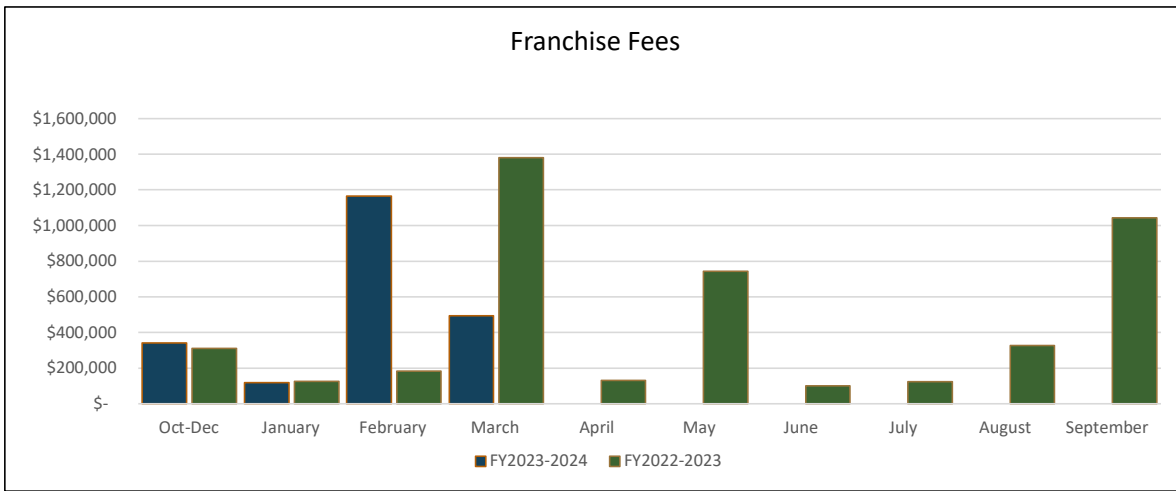
2023-2024 YEAR-TO-DATE
 Current Property Tax
 General Fund, Debt Service Fund & TIF Fund

	2023-2024 Year		Variance Actual to Budget	CY Actual / CY Projected %		2022-2023 Year		CY Actual / PY Actual %
	Budgeted	Actual		Actual	Variance	Actual	Variance to Actual Prior Year	
Oct-Dec	\$ 21,910,722	\$ 22,081,853	\$ 171,132	1%	\$ 19,978,708	\$ 2,103,145	11%	
January	9,452,047	10,709,826	1,257,779	13%	8,618,597	2,091,228	24%	
February	5,179,426	4,330,651	(848,774)	-16%	4,722,721	(392,070)	-8%	
March	333,142	298,534.00	(34,608)	-10%	303,766	(5,232)	-2%	
April	122,480	-	-	-	111,680	-	-	
May	153,146	-	-	-	139,642	-	-	
June	69,287	-	-	-	63,178	-	-	
July	105,674	-	-	-	96,356	-	-	
August	29,691	-	-	-	27,073	-	-	
September	14,555	-	-	-	13,272	-	-	
	\$ 37,370,169	\$ 37,420,864	\$ 545,529		\$ 34,074,994	\$ 3,797,071	11%	



2023-2024 YEAR-TO-DATE
Franchise Fees

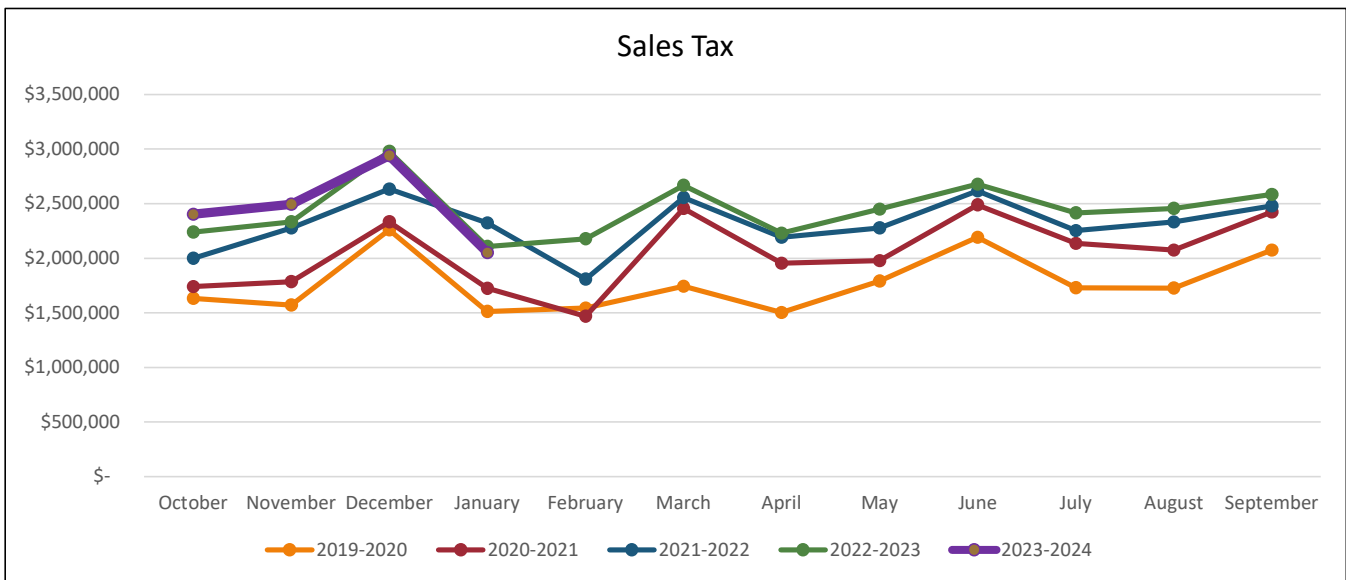
	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 290,183	\$ 342,647	\$ 52,464	18%	\$ 310,239	\$ 32,408	10%
January	117,731	118,005	274	0.23%	125,867	(7,862)	-6%
February	171,686	1,164,268	992,582	578%	183,551	980,717	534%
March	1,290,389	493,532	(796,857)	-62%	1,379,571	(886,039)	-64%
April	122,214	-	-	-	130,660	-	-
May	695,252	-	-	-	743,303	-	-
June	94,200	-	-	-	100,710	-	-
July	116,919	-	-	-	125,000	-	-
August	305,429	-	-	-	326,538	-	-
September	974,566	-	-	-	1,041,920	-	-
	\$ 4,178,570	\$ 2,118,452	\$ 248,462		\$ 4,467,360	\$ 119,224	6%



2023-2024 YEAR-TO-DATE
Sales Tax

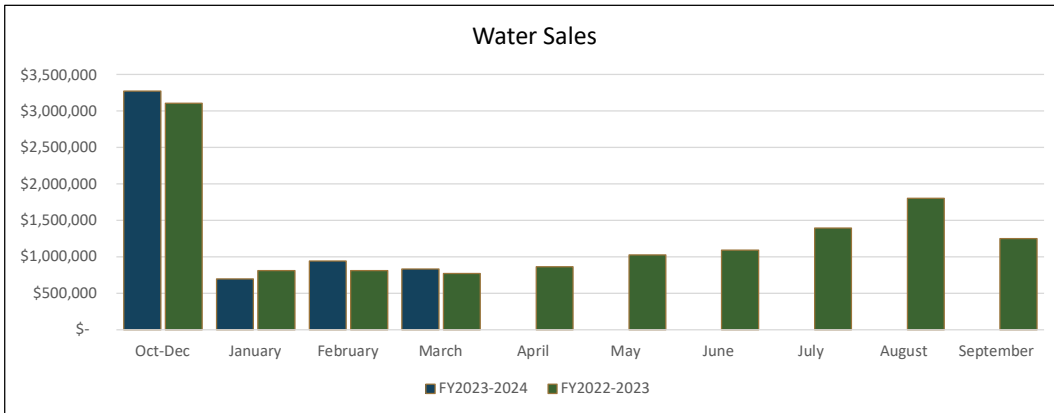
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Yr/Yr
October	\$ 1,632,334	\$ 1,739,320	\$ 1,998,364	\$ 2,239,452	\$ 2,403,182	7.31%
November	1,570,442	1,785,935	2,277,226	2,333,010	2,494,301	6.91%
December	2,258,661	2,334,339	2,633,076	2,978,264	2,939,609	-1.29%
January	1,513,574	1,723,331	2,323,372	2,106,184	2,050,363	-2.65%
February	1,542,468	1,467,923	1,808,447	2,177,853		
March	1,742,284	2,455,249	2,555,920	2,667,094		
April	1,501,549	1,954,948	2,191,113	2,228,368		
May	1,789,675	1,977,450	2,277,057	2,448,603		
June	2,190,262	2,488,530	2,616,093	2,677,685		
July	1,728,928	2,134,485	2,252,940	2,414,432		
August	1,725,548	2,073,809	2,330,043	2,455,662		
September	2,074,223	2,422,750	2,479,445	2,582,720		
Year-Year %	\$ 21,269,948	\$ 24,558,069	\$ 27,743,096	\$ 29,309,327	\$ 9,887,455	
		15.46%	12.97%	5.65%	2.39%	

Note: The sales tax information from the Texas Comptroller of Public Accounts in reference to the City of Burleson Sales and Use Tax Collections for the most current period. January 2024 sales incurred represent the March 2024 sales tax amount.



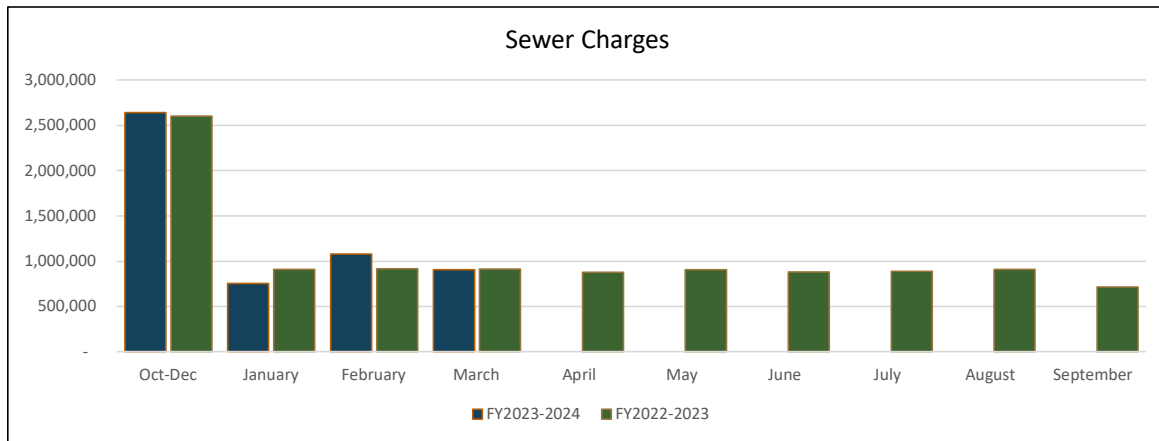
2023-2024 YEAR-TO-DATE
Water Sales

	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 3,272,368	\$ 3,272,795	\$ 427	0%	\$ 3,105,574	\$ 167,221	5%
January	853,487	696,073	(157,414)	-18%	809,985	(113,912)	-14%
February	851,276	944,813	93,537	11%	807,886	136,927	17%
March	812,735	830,316	17,581	2%	771,310	59,006	8%
April	906,378	-	-	-	860,180	-	-
May	1,077,659	-	-	-	1,022,730	-	-
June	1,149,139	-	-	-	1,090,567	-	-
July	1,467,979	-	-	-	1,393,155	-	-
August	1,900,475	-	-	-	1,803,607	-	-
September	1,316,119	-	-	-	1,249,036	-	-
	\$ 13,607,615	\$ 5,743,997	\$ (45,869)		\$ 12,914,030	\$ 249,242	5%



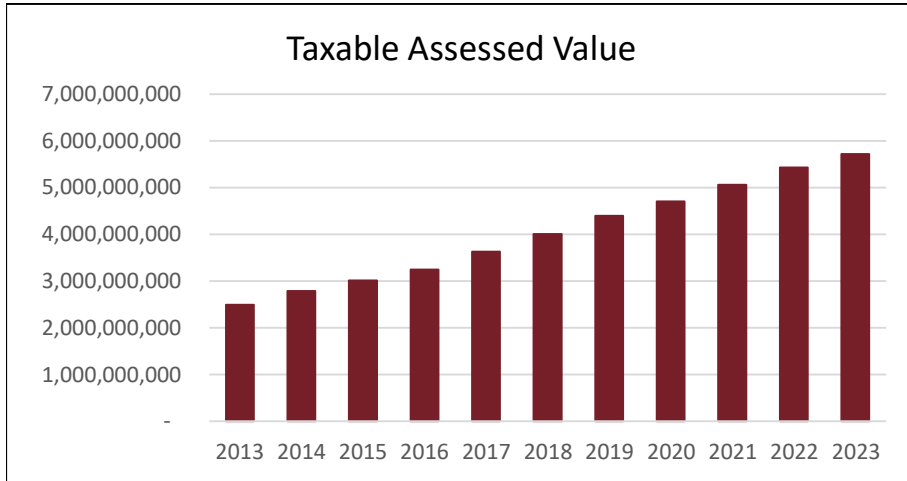
2023-2024 YEAR-TO-DATE
Sewer Charges

	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 2,755,941	\$ 2,641,338	\$ (114,603)	-4%	\$ 2,603,060	\$ 38,278	1%
January	962,554	755,534	(207,021)	-22%	909,158	(153,625)	-17%
February	972,045	1,077,518	105,473	11%	918,123	159,395	17%
March	967,374	905,646	(61,728)	-6%	913,711	(8,065)	-1%
April	927,947	-	-	-	876,471	-	-
May	960,843	-	-	-	907,542	-	-
June	934,122	-	-	-	882,303	-	-
July	942,194	-	-	-	889,927	-	-
August	964,692	-	-	-	911,177	-	-
September	754,630	-	-	-	712,768	-	-
	\$ 11,142,343	\$ 5,380,036	\$ (277,879)		\$ 10,524,240	\$ 35,984	1%



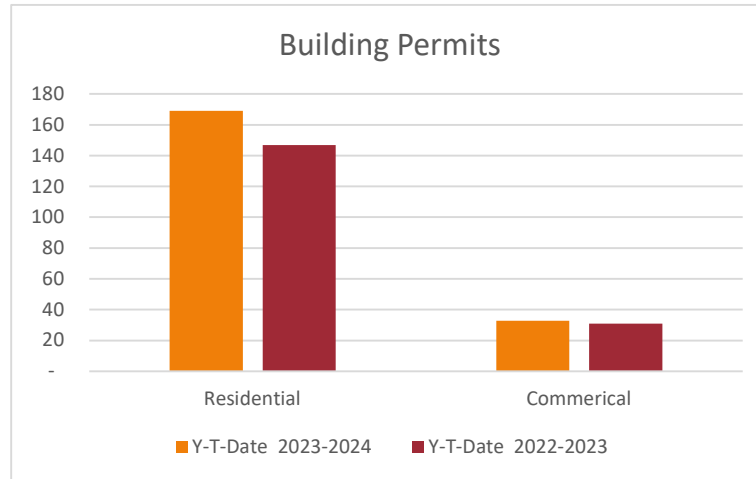
APPRAISAL ROLL COMPARISON

Fiscal Year Ending	Certified Taxable Value	% chg from PY
2013	2,488,710,642	-
2014	2,783,585,949	11.85%
2015	3,012,339,710	8.22%
2016	3,244,305,751	7.70%
2017	3,631,532,375	11.94%
2018	4,008,018,365	10.37%
2019	4,393,345,069	9.61%
2020	4,707,770,267	7.16%
2021	5,063,981,931	7.57%
2022	5,430,469,325	7.24%
2023	5,715,360,285	5.25%

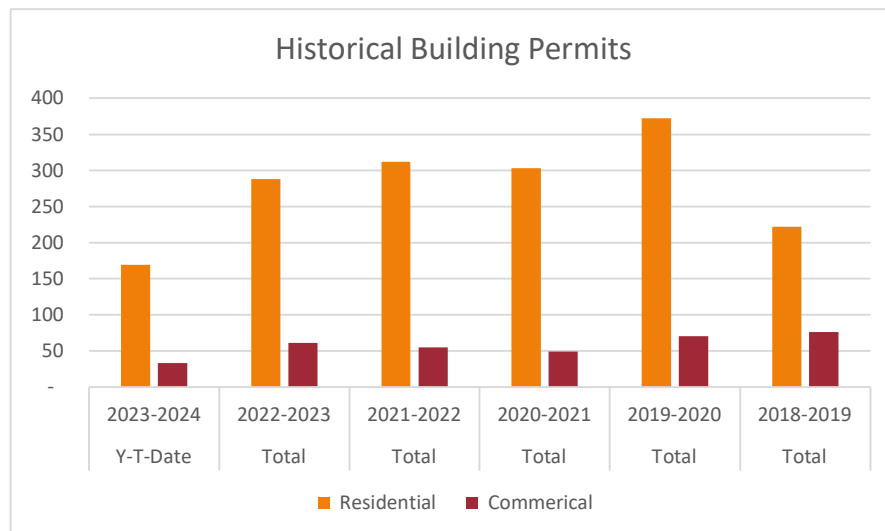


BUILDING PERMITS

	Y-T-Date 2023-2024	Y-T-Date 2022-2023
Residential	169	147
Commerical	33	31
Total	202	178



	Y-T-Date 2023-2024	Total 2022-2023	Total 2021-2022	Total 2020-2021	Total 2019-2020	Total 2018-2019
Residential	169	288	312	303	372	222
Commerical	33	61	55	49	70	76
Total	202	349	367	352	442	298



Section 3

City of Burleson Comprehensive Monthly Financial Report

COMPLIANCE REPORTS

Funds of the City of Burleson are invested in accordance with Chapter 2256 of the “Public Funds Investment Act.” The Act clearly defines allowable investment instruments for local governments. The City of Burleson’s Investment Policy incorporates the provisions of the act and all investment transactions are executed in compliance with the Act and the Policy.

Investment Reports

City of Burleson Comprehensive Monthly Financial Report

INVESTMENT COMMITTEE REPORT

For Month end March 31, 2024

The Investment Committee Report contains internal management reports for the City of Burleson investment program, which is in compliance with the policies and strategies as contained in the City's Investment Policy as approved by Council and in compliance with Section 2256.005 of the Public Funds Investment Act (PFIA).

THE CITY OF
BURLESON
TEXAS

MONTHLY FINANCIAL REPORT

March 31, 2024

**Prepared by
Valley View Consulting, L.L.C.**



Summary

Month End Results by Investment Category:

Asset Type	February 29, 2024			March 31, 2024		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Deposit Account/Money Market Account	5.13%	\$ 30,442,096	\$ 30,442,096	5.05%	\$ 22,905,913	\$ 22,905,913
Pools/Money Market Fund	5.43%	66,125,424	66,125,424	5.42%	53,813,158	53,813,158
Securities	2.14%	15,002,167	14,895,557	2.36%	10,003,906	9,932,797
Certificates of Deposit	5.45%	26,979,153	26,979,153	5.37%	47,129,126	47,129,126
Total	5.01%	\$ 138,548,841	\$ 138,442,230	5.11%	\$ 133,852,104	\$ 133,780,995

Average Yield - Current Month (1)

Total Portfolio	5.11%
Rolling Three Month Treasury	5.46%
Rolling Six Month Treasury	5.37%
TexPool	5.32%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio	5.11%
Rolling Three Month Treasury	5.51%
Rolling Six Month Treasury	5.44%
TexPool	5.35%

Interest Earnings (Approximate)

Monthly Interest Income	\$ 582,306
Fiscal Year-to-date	\$ 3,356,164

(1) **Month End Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

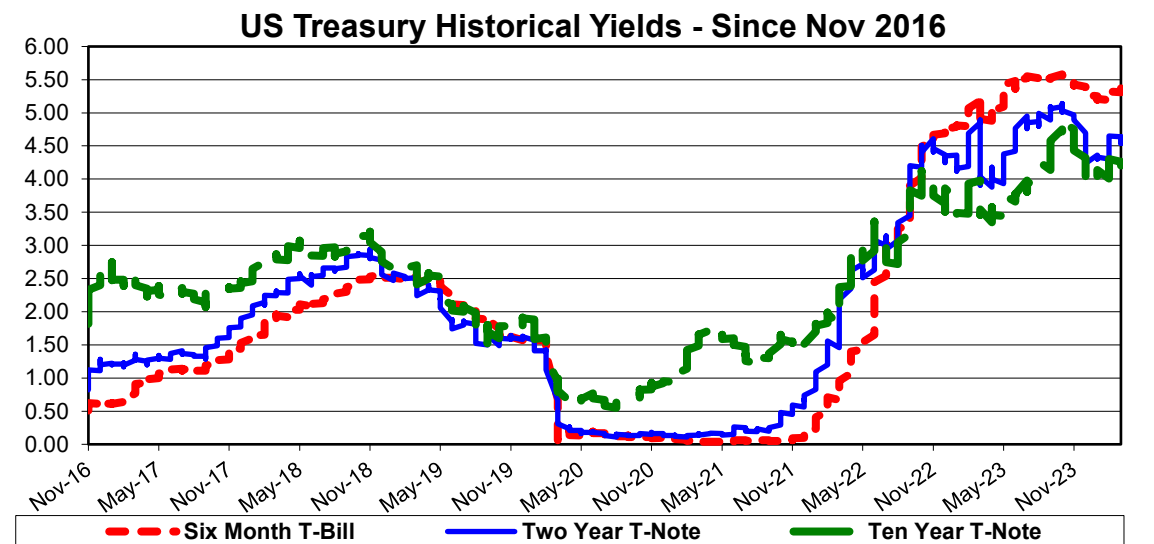
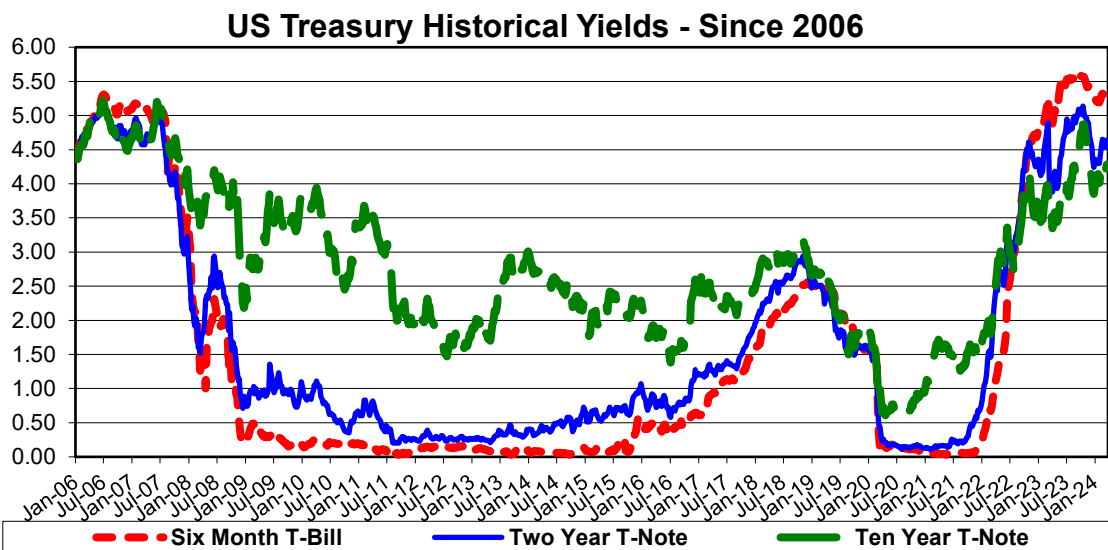
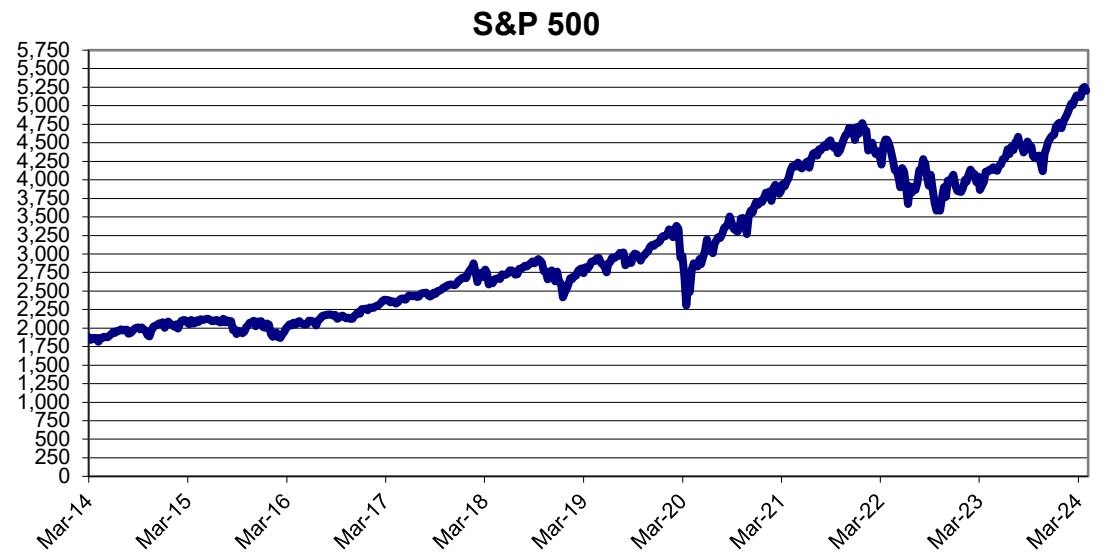
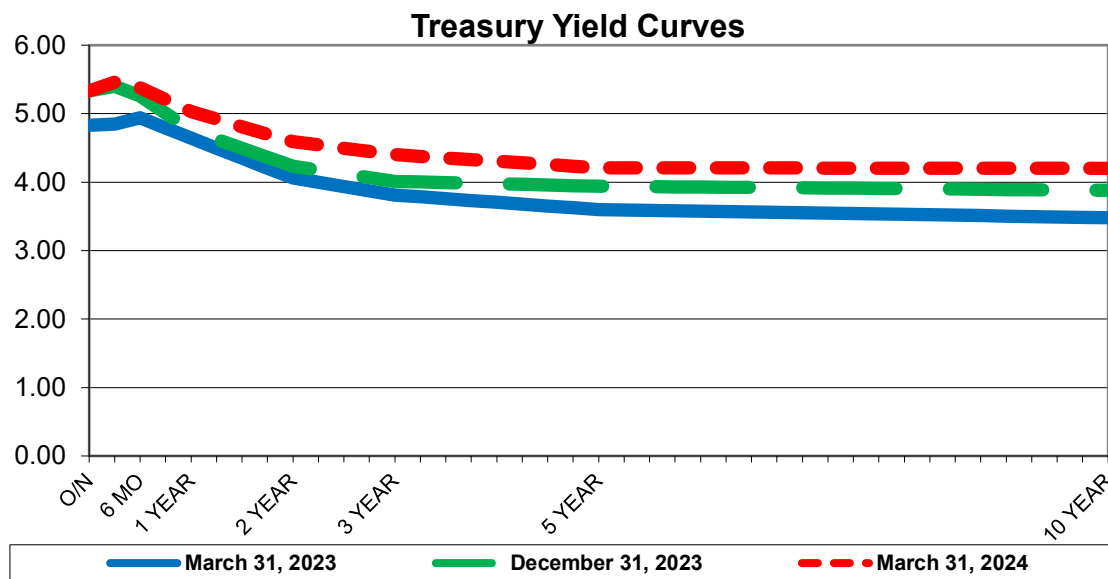
(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Investment Advisor Note: During market cycles where rates are rising, it is common to experience decreases in market value of current investments. This is due to the value the market places on the asset in terms of its buying or selling ability on the current market day. The City's Investment Policy establishes a "buy and hold" portfolio strategy where investment maturities are targeted to match with identified cash flow requirements, and the investments mature at the anticipated time the cash is needed. The City does not intend to liquidate or redeem securities prior to maturity and will therefore not recognize the losses from a pre-maturity sale. Instead, the City will report changes in market value as unrealized losses as required by the PFIA and current accounting standards. As the security approaches maturity, the unrealized loss will diminish, and at maturity the City will receive the full par value of the security.

Economic Overview

3/31/2024

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). All expectations are for reduced future rates, but any actions will be meeting-by-meeting and "data-dependent." Fourth Quarter 2023 GDP recorded a stronger than expected 3.4%. The S&P 500 Stock Index reached another new high closing over 5,200. The yield curve remains inverted but longer yields rose slightly. Crude Oil traded over \$87 per barrel. Inflation stubbornly remained above the FOMC 2% target (Core PCE +/-2.8% and Core CPI +/-3.8%). Reduced global economic outlooks and ongoing/expanding military conflicts continue increasing uncertainty.



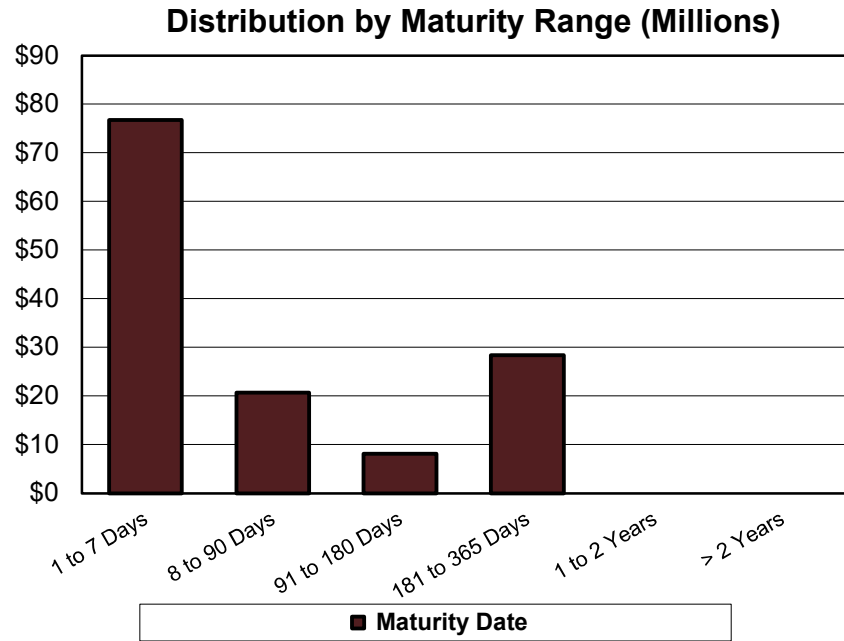
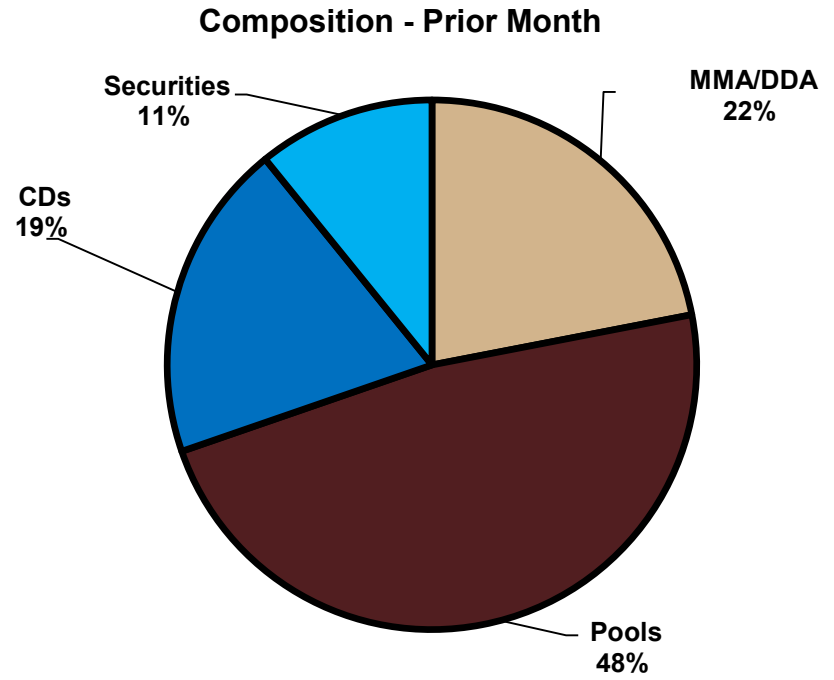
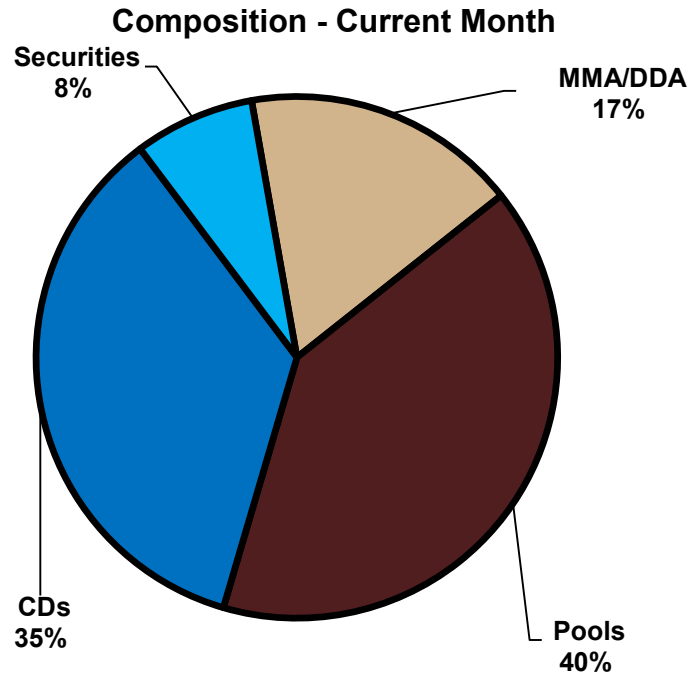
Investment Holdings
March 31, 2024

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American National Bank MMA		0.11%	04/01/24	03/31/24	488,249	488,249	1.00	488,249	1	0.11%
American Nat'l Bank of TX MMA #2		5.10%	04/01/24	03/31/24	2,941,467	2,941,467	1.00	2,941,467	1	5.10%
InterBank MMA		5.78%	04/01/24	03/31/24	100,469	100,469	1.00	100,469	1	5.78%
InterBank ICS		5.65%	04/01/24	03/31/24	5,095,777	5,095,777	1.00	5,095,777	1	5.65%
Independent Financial Bank Cash		0.00%	04/01/24	03/31/24	1,480,136	1,480,136	1.00	1,480,136	1	0.00%
Independent Financial Bank MMA		5.62%	04/01/24	03/31/24	1,930,028	1,930,028	1.00	1,930,028	1	5.62%
NexBank IntraFi MMA Savings		5.55%	04/01/24	03/31/24	10,869,787	10,869,787	1.00	10,869,787	1	5.55%
TexPool	AAAm	5.32%	04/01/24	03/31/24	17,191,523	17,191,523	1.00	17,191,523	1	5.32%
LOGIC	AAAm	5.47%	04/01/24	03/31/24	36,621,635	36,621,635	1.00	36,621,635	1	5.47%
BOK Financial CDARS		4.88%	04/11/24	04/13/23	5,242,287	5,242,287	100.00	5,242,287	11	5.00%
East West Bank CD		5.61%	05/28/24	07/25/23	5,196,645	5,196,645	100.00	5,196,645	58	5.77%
East West Bank CD		5.33%	06/14/24	06/15/23	5,217,033	5,217,033	100.00	5,217,033	75	5.47%
Federal Farm Credit Bank	Aaa/AA+	3.25%	06/17/24	06/17/22	5,000,000	4,997,948	99.57	4,978,393	78	3.45%
Federal National Mortgage Ass'n	Aaa/AA+	1.75%	07/02/24	01/31/22	5,000,000	5,005,958	99.09	4,954,404	93	1.27%
East West Bank CD		5.41%	08/20/24	11/20/23	3,105,844	3,105,844	100.00	3,105,844	142	5.56%
East West Bank CD		5.58%	10/25/24	10/25/23	3,118,601	3,118,601	100.00	3,118,601	208	5.74%
East West Bank CD		5.17%	11/15/24	02/15/24	5,220,534	5,220,534	100.00	5,220,534	229	5.31%
East West Bank CD		5.14%	02/24/25	03/22/24	15,021,137	15,021,137	100.00	15,021,137	330	5.27%
East West Bank CD		5.14%	03/24/25	03/22/24	5,007,046	5,007,046	100.00	5,007,046	358	5.27%
Total Portfolio					\$ 133,848,198	\$ 133,852,104		\$ 133,780,995	80	5.11%

(1) (2)

(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, realized and unrealized gains/losses and investment advisory fees are not included. The yield for the reporting month is used for overnight bank and pool balances.



Section 4

City of Burleson Comprehensive Monthly Financial Report

Emergicon Fire and Department Budget Transfer Reports

Specific to the Fire Department and the Emergicon billing, the billing commenced partially with private pay in November 2023, after we registered our new Ambulance service and later obtained the ability to bill Medicare. Medicare is the first major step to implement all other government payors.

The delay in this process was attributed to supply chain issues, the ambulances were not delivered until near go-live subsequently causing a delay in obtaining our state licensing. This licensing was a prerequisite before initiating any billing registration with government or private payors. Due to these delays, Emergicon was unable to conduct its traditional onboarding processes before assuming the billing responsibilities for our service. The services commenced while the billing onboarding process was still underway.

As a result of this delay, billing faced a significant setback, and it only started gaining momentum towards the end of December. Nevertheless, we have successfully registered with the majority of government and private payors, promptly incorporating them into our billing system as the need arises.

Cash Collections or Cash Per Transport (CPT) - To accurately assess the success of EMS billing, it's essential to monitor the total revenue collections per month or cash per transport (revenue collections in each period divided by the number of transports in that same period). Scrutinizing the revenue inflow or breaking down that figure into cash per transport (CPT) is a tool that more reliably determines the trends of revenue projections and expectations.

Currently, there isn't sufficient data and billing revenue to make an accurate assessment of the CPT. Emergicon anticipates that by the end of the second quarter of the 2023/2024 budget year, we will start to observe a positive trend in ambulance call volume and billing. This assessment is grounded in approximately six months' worth of data.

Special Interests

Emergicon - Emergency Medical Billing

On December 2022, the City entered into an agreement for specialized professional ambulance billing services with Emergicon, LLC for Emergicon to provide billing and claims management services for the City's emergency medical and ambulance services. The data below was provided by Emergicon for operations from October 2023 through March 2024. The plan information is derived from the annual proforma as provided by Emergicon.

Category	Quarter Plan	1Q24 (Oct-Dec)	2Q24 (Jan-Mar)	2Q/Plan Var	Monthly Plan	March 2024	Mar Variance
Gross Charges	\$ 1,914,772	\$ 1,776,139	\$ 1,785,520	\$ (129,252)	\$ 638,257	\$ 635,914	\$ (2,343)
Cash Collections	390,039	19,580	348,220	(41,819)	130,013	154,481	24,468
Gross Charge/Txp	2,157	1,724	1,836	(321)	2,157	1,876	(281)
Cash/Txp (CPT)	439	60	358	(81)	439	456	17

Payer Mix	Quarter Plan	1Q24 (Oct-Dec)	2Q24 (Jan-Mar)	2Q/Plan Var	Monthly Plan	March 2024	Mar Variance
Insurance	23.0%	24.4%	10.9%	-12.1%	23.0%	14.7%	-8.3%
Medicaid	8.0%	8.6%	3.1%	-4.9%	8.0%	2.7%	-5.3%
Medicare	56.0%	55.5%	42.3%	-13.7%	56.0%	34.8%	-21.2%
Private Pay	13.0%	11.1%	6.0%	-7.0%	13.0%	8.3%	-4.7%
Payer Research	0.0%	0.4%	37.6%	37.6%	0.0%	39.5%	39.5%
Totals	100%	100%	100%	0.0%	100%	100%	0.0%

Level of Service	Quarter Plan	1Q24 (Oct-Dec)	2Q24 (Jan-Mar)	2Q/Plan Var	Monthly Plan	March 2024	Mar Variance
ALS Non Emergent A0426	0.0%	1.6%	1.4%	1.4%	0.0%	0.6%	0.6%
ALS - Advanced Life Support A0427	68.0%	49.9%	53.0%	-15.0%	68.0%	54.9%	-13.1%
ALS-2 Emergency A0433	3.0%	2.4%	3.3%	0.3%	3.0%	3.2%	0.2%
BLS Non Emergency A0428	0.0%	3.9%	3.8%	3.8%	0.0%	0.3%	0.3%
BLS - Basic Life Support A0429	29.0%	42.2%	38.5%	9.5%	29.0%	41.0%	12.0%
SCT A0429 TXP	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Service Others Cnt	0.0%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%
Totals	100%	100%	100%	0.0%	100%	100%	0.0%

Level of Service Volume	Quarter Plan	1Q24 (Oct-Dec)	2Q24 (Jan-Mar)	2Q/Plan Var	Monthly Plan	March 2024	Mar Variance
ALS Non Emergent A0426	-	17	2	2	-	2	2
ALS - Advanced Life Support A0427	604	513	516	(88)	201	186	(15)
ALS-2 Emergency A0433	27	24	27	-	9	11	2
BLS Non Emergency A0428	-	41	16	16	-	1	1
BLS - Basic Life Support A0429	257	434	410	153	86	139	53
Sct A0429 TXP	-	-	-	-	-	-	-
Service Others Cnt	-	-	1	1	-	-	-
Totals	888	1,029	972	84	296	339	43

Ground Mileage A0425	4,438	9,482	8,031	3,594	1,479	2,930	1,451
----------------------	-------	-------	-------	-------	-------	-------	-------

Note: Monthly Payer Mix line items are in process with Emergicon and will not total 100% until completed.

- ALS = Advanced Life Support
- BLS = Basic Life Support
- SCT = Specialty Care Transport
- Txp = Transport

Department Transfers

- There were no department transfers recorded for the March reporting period. Cumulative transfers for the year are reported on pg. 33.

Property Tax Report from Johnson County Tax Office

- This reports shows year to date collections and outstanding levy.

Department Budget Transfers through March 2024 - Period 6

Transfer From	Fund	Organization Description	Organization #	Object Description	Object #	Trns from Dr. Amount	Trns from Cr. Amount
Period 4 (Jan)	General Fund	Facilities Maintenance	1013002	Janitorial Supplies	61010	\$ -	\$ 9,000
Transfer To Period	Fund	Organization Description	Organization #	Object Description	Object #	Trns from Dr. Amount	Trns from Cr. Amount
4 (Jan)	General Fund	Fire	1012201	Chemical Supplies	61015	\$ 9,000	\$ -

In order for Fire to order their own supplies, the supply budget was moved fom Facilities to Fire.

Item 1.

YEAR-TO-DATE SUMMARY PART C

Tax Year = 2023 AND Month = 03/28/2024 and Tax Units = {multiple}

BUC - CITY OF BURLESON

CURRENT YEAR INFORMATION		Start Financial Year	10/01/2023					
Start Value	Start Exemption	Start Taxable	Rate	Calc Start Levy	Actual Start Levy	Start Frozen Loss	Start + Frozen	
7,964,790,382	1,625,088,561	6,339,701,821	0.632500	40,098,614.02	38,449,694.10	1,648,919.07	40,098,613.17	
Adjusted Value	Adjusted Exemption	Adj Taxable	Rate	Calc Adj Levy	Actual Current Levy	Adj Frozen Loss	Act Levy + Act Frozen	
7,974,625,711	1,624,053,156	6,350,572,555	0.632500	40,167,371.41	38,479,519.90	1,641,060.02	40,120,579.92	
Start Value	Net Value Adj	Start Value + Net Value Adj			Actual Current Value	Other Loss		
7,964,790,382	9,835,329	7,974,625,711			7,974,625,711	46,735.96		
Start Exemption	Net Exmp Adj	Start Exemp + Net Exmp Adj			Actual Current Exemption			
1,625,088,561	(1,035,405)	1,624,053,156			1,624,053,156			

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE	REFUNDS DUE	COL %
AS OF 03/28/2024								
1990	99.79	0.00	0.00	0.00	0.00	99.79	0.00	0.00
1991	108.70	0.00	0.00	0.00	0.00	108.70	0.00	0.00
1992	75.66	0.00	0.00	0.00	0.00	75.66	0.00	0.00
1993	22.10	0.00	0.00	0.00	0.00	22.10	0.00	0.00
1994	16.98	0.00	0.00	0.00	0.00	16.98	0.00	0.00
1995	16.67	0.00	0.00	0.00	0.00	16.67	0.00	0.00
1996	16.49	0.00	0.00	0.00	0.00	16.49	0.00	0.00
1997	16.27	0.00	0.00	0.00	0.00	16.27	0.00	0.00
1998	(83.92)	0.00	0.00	0.00	0.00	(83.92)	0.00	0.00
1999	51.12	0.00	0.00	0.00	0.00	51.12	0.00	0.00
2000	253.66	0.00	0.00	0.00	0.00	253.66	0.00	0.00
2001	(1,482.37)	0.00	(147.68)	0.00	0.00	(1,630.05)	0.00	0.00
2002	(2,197.49)	0.00	0.00	0.00	0.00	(2,197.49)	0.00	0.00
2003	(2,313.12)	0.00	(567.85)	0.00	0.00	(2,880.97)	0.00	0.00
2004	(6,144.99)	0.00	(1,628.06)	0.00	309.17	(8,082.22)	0.00	0.00
2005	3,284.46	0.00	0.00	0.00	308.10	2,976.36	0.00	9.38
2006	3,518.84	0.00	0.00	0.00	325.41	3,193.43	0.00	9.24
2007	6,170.26	0.00	0.00	0.00	0.00	6,170.26	0.00	0.00
2008	6,852.80	0.00	0.00	0.00	0.00	6,852.80	0.00	0.00
2009	7,748.73	0.00	(841.19)	0.00	0.23	6,907.31	0.00	0.00
2010	8,567.57	0.00	0.00	0.00	0.29	8,567.28	0.00	0.00
2011	11,252.85	0.00	0.00	1.39	4.12	11,248.73	0.00	0.03
2012	12,163.46	0.00	0.00	2.01	64.74	12,098.72	0.00	0.53
2013	21,438.74	0.00	(4,897.91)	0.00	24.12	16,516.71	(0.27)	0.14
2014	26,132.09	0.00	0.00	17.47	2,067.08	24,065.01	0.00	7.91
2015	31,172.84	0.00	0.00	82.77	2,342.03	28,830.81	0.00	7.51
2016	24,524.51	0.00	0.00	34	0.81	23,597.91	0.00	

Johnson County Tax Office

Item I.

YEAR-TO-DATE SUMMARY PART C

Tax Year = 2023 AND Month = 03/28/2024 and Tax Units = {multiple}

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE	REFUNDS DUE	COL %
AS OF 03/28/2024								
2017	28,981.82	0.00	0.00	429.35	2,672.28	26,309.54	0.00	9.22
2018	43,300.99	0.00	(393.44)	1,527.92	4,132.77	38,774.78	0.00	9.63
2019	58,643.10	0.00	(574.94)	1,480.65	4,736.33	53,331.83	(0.73)	8.15
2020	65,514.80	0.00	(801.82)	190.64	5,055.95	59,657.03	0.00	7.81
2021	82,135.21	209.38	(990.92)	2,038.74	8,999.49	72,144.80	(151.41)	11.09
2022	264,749.90	(514.59)	(33,204.27)	8,381.63	80,379.15	151,166.48	(7,439.71)	34.71
2023	38,449,694.10	(14,815.54)	29,825.80	298,533.60	37,420,864.09	1,058,655.81	(62,465.50)	97.24
TOTAL	39,144,302.62	(15,120.75)	(14,222.28)	312,686.98	37,533,211.95	1,596,868.39	(70,057.62)	