

# SANGER

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★ TEXAS

## OFFICIAL BUDGET

### FISCAL YEAR 2021-2022



Local Government Code Sec. 102.007 requires the following information be included as a cover page for the City's annual budget:

**This budget will raise more total property taxes than last year's budget by \$364,231 (6.82%), and of that amount \$326,388 is tax revenue to be raised from new property added to the tax roll this year.**

**Submitted to the Mayor and City Council September 7, 2021**

**The members of the City Council voted on the budget as follows:**

**FOR:** *Marissa Barrett, Councilmember Place 1  
Gary Bilyeu, Councilmember Place 2  
Dennis Dillon, Councilmember Place 3  
Alan Chick, Councilmember Place 4  
Victor Gann, Councilmember Place 5*

**AGAINST:** *None*

**PRESENT (not voting):** *Thomas Muir, Mayor (only votes in case of a tie)*

<b>PROPERTY TAX RATE COMPARISON</b>	<b>2020-2021</b>	<b>2021-2022</b>
Property Tax Rate	\$0.679100/\$100	\$0.633711/\$100
No New Revenue Tax Rate	\$0.662164/\$100	\$0.627643/\$100
No New Revenue Maintenance & Operations Tax Rate	\$0.579126/\$100	\$0.561000/\$100
Voter Approval Tax Rate	\$0.673039/\$100	\$0.597770/\$100
Debt Rate	\$0.073644/\$100	\$0.017135/\$100
De Minimis Rate	\$0.718122/\$100	\$0.633711/\$100

Total debt obligation for the City of Sanger secured by property taxes: \$2,111,106 (principal and scheduled interest payments)

**CITY OF SANGER, TEXAS**  
**ANNUAL BUDGET**  
**OCTOBER 1, 2021 – SEPTEMBER 30, 2022**

SUBMITTED TO  
THE MAYOR AND CITY COUNCIL  
SEPTEMBER 7, 2021

**THOMAS MUIR**  
*Mayor*

**MARISSA BARRETT**  
*Council Member, Place 1*

**GARY BILYEU**  
*Council Member, Place 2*

**DENNIS DILLON**  
*Council Member, Place 3*

**ALLEN CHICK**  
*Council Member, Place 4*

**VICTOR GANN**  
*Council Member, Place 5*

**JOHN NOBLITT**  
*City Manager*

**CLAYTON GRAY**  
*Finance Director*

# DISTINGUISHED BUDGET PRESENTATION AWARD



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Sanger  
Texas**

For the Fiscal Year Beginning

**October 01, 2020**

*Christopher P. Morill*

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented the Distinguished Budget Presentation Award to the City of Sanger, Texas, for its Annual Budget for the fiscal year beginning October 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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# INTRODUCTION



# BUDGET MESSAGE

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**September 7, 2021**

## **Introduction**

We are pleased to present the FY 2021-2022 Budget for the City of Sanger.

The last several years the city has experienced steady growth. The number of residential building permits has increased and there have been more proposed development projects going through the permitting process than ever before. With growth comes additional challenges and our job is to balance the services our citizens want while looking ahead to ensure the sustainability of our community and address future needs. Our commitment is to achieving this balance while exercising responsible fiscal management.

The city's budget is the most important working policy and planning tool used by the City Council and staff to provide quality services to the residents of Sanger as established by City Council. Municipal budgets are always challenging. Resources are limited and it makes it difficult to address every problem and every concern. The strength of the economy is reflected in our General Fund revenues. However, budget planning should always be prudent to take into account.

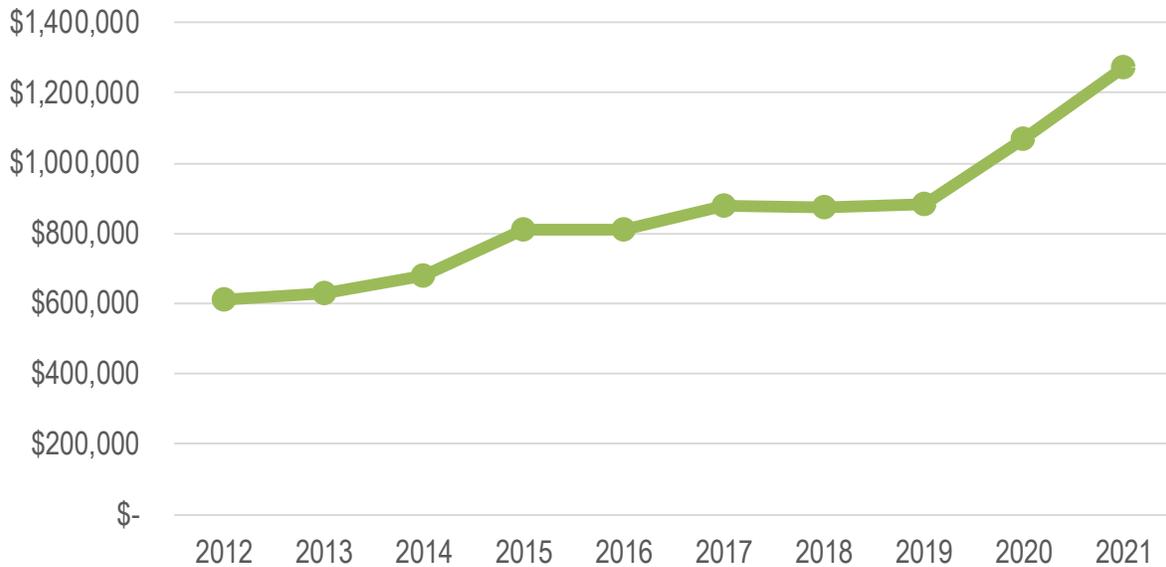
The intent of this budget message is to explain both the structure of the budget and the atmosphere in which it was created. Following the same format as previous years, the budget message outlines the highlights of this year's budget. It also discusses the city's Strengths, Weaknesses, Opportunities and Threats (SWOT analysis) for the upcoming year. Finally, it discusses the structure of the budget, where revenues come from and where the money goes. The budget message should provide the reader insight into municipal government finances and make the raw numbers more understandable.

## **Current Conditions**

During the past 18 months, we have operated in an unprecedented environment due to the COVID-19 pandemic. The city has had to adapt and adjust to the unique challenges posed by this public health crisis and will continue to do so. During the past few months, infection rates have dropped and life has returned to normal in many areas. The Centers for Disease Control and Prevention currently identifies four variants of the virus circulating in the United States that it classifies as variants of concern. At this time, it is very difficult to project the long-term impacts of COVID-19 on the economy.

The housing market is still strong, and demand continues to be high due to the shortage of housing in the area. Additional residents add to several revenue streams but also increase the need for services, which is often times offsetting, negating any revenue gains. Sales tax in FY 2020-2021 should end the year above projections. For FY 2021-2022 we are projecting General Fund Sales Tax Revenues of \$1,200,000.

## General Fund Sales Tax Ten Year History



New residential and commercial construction and increased valuations are reflected in an anticipated increase in the property tax base. As always, we take a conservative approach to budgeting revenues.

We continue to work on the Capital projects scheduled for this year, and some of these will carry over into next year. Construction on the rehabilitation of the wastewater treatment plant is almost complete and should be finalized in the upcoming months. In FY 2018-19 we started the engineering work as it relates to relocating utilities due to the widening of FM 455 (TxDOT project) and this project still continues in FY 2020 - 2021.

### FY 2021- 2022 Budget Highlights

#### Capital Equipment

The proposed budget includes the following Capital Equipment.

Department	Category	Description	Amount
Police	Equipment	Computer Server and Backup Solution	\$32,500
Police	Vehicles	3 Police Patrol Vehicles	\$193,705
Animal Control	Vehicles	Animal Control Vehicle	\$60,740
Streets	Vehicles	Pickup Truck	\$37,044
Water	Vehicles	Pickup Truck	\$46,227

To request departmental capital expenditures, city department directors will complete a request form for each requested expenditure. During individual and group budget meetings, these requests are reviewed along with supporting documentation and options to the request. All capital requests are reviewed to determine if they are in sync with City Council goals and the city's strategic plan. The departmental capital request forms for these items are included in the Appendix of this document.

#### Internal Service Fund

Some departments have responsibilities in both the General Fund and Enterprise Fund. To both increase transparency and assist operational efficiency, we have placed those departments in an Internal Service Fund (ISF). This allows us to present a single budget for each department better reflecting that department's true budget. It also streamlines the

purchasing process. For accounting purposes, these departments are allocated to the funds at year end so that each fund's true cost can be reflected in the audit.

### **Personnel**

I am recommending a 3% raise for employees again this year. In the current economic climate, it is imperative that we stay competitive on wages and benefits to keep from losing good employees to other cities.

This fiscal year we are proposing to add several new positions that are important to our operations as the city continues to grow: one (1) Police Officer in the Police Department, three (3) Full-Time Firefighter/Paramedics in the Fire Department, one (1) Utility Worker in the Water Department, one (1) Facilities/Maintenance Worker in the Parks Department; and one (1) Engineering Director in the Engineering Department. In addition, we are expanding a Library Assistant position from part-time to full-time in the Library.

### **Operating Expenses**

We do not directly control many of our operating expenses like health care costs and the price of fuel. Absorbing these costs can leave very little extra money left for the expansion of services. Any proposed increases in operating costs must be accompanied by written justification from the department head. All of the department heads have done a good job in their proposed budgets of keeping operating expenses in check.

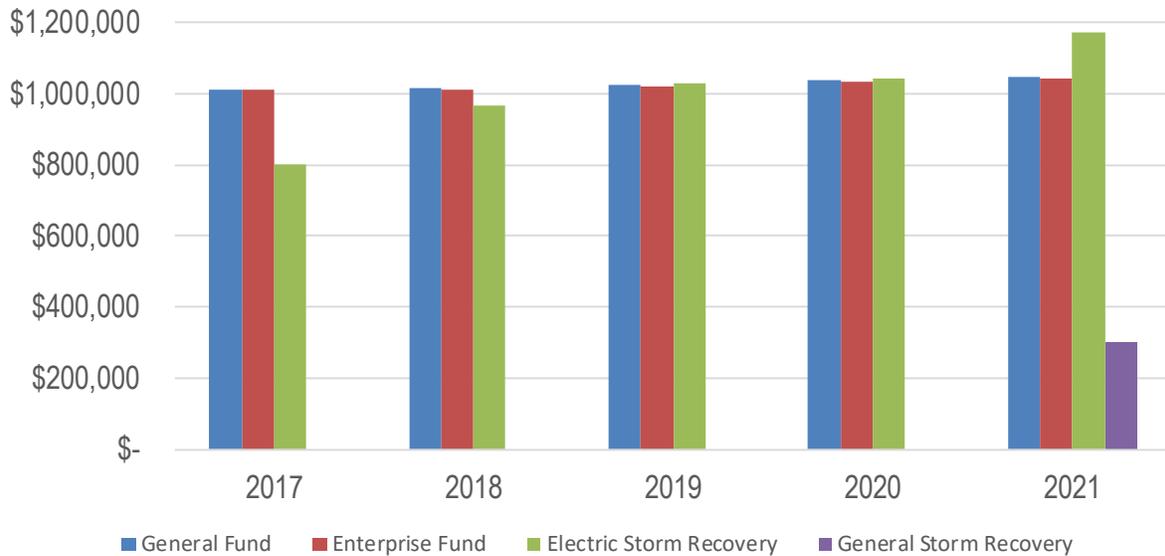
### **Capital Projects**

This year capital projects continuing include work related to the relocation of utilities along FM 455, work related to the relocation of utilities along I-35, the rehabilitation of several streets in the city as well as determining the feasibility of the stream restoration project. New projects slated to begin during the year include design of a lift station at Railroad Avenue; replacement of a waste water line on Keaton Road, and a program to update technology areas for city operations. A five-year Capital Projects Summary is included in this document.

### **Reserve**

Several years ago, the Council set a goal of increasing emergency reserves to \$2,000,000. We realized that goal at the end of the 2014 Budget Year. In addition to these reserves, the city has two funds which account for reserves earmarked specifically for recovery from storm damage. The Electric Storm Recovery Fund has approximately \$1.2 in reserves set aside to repair electric system damage from storms. The General Storm Recovery was established in the 2020-2021 year to set aside designated monies for storm recovery expenses of the General Fund, such as repairing damages to streets or parks. This Fund currently has a balance of \$300,000. For 2021-2022, an additional \$300,000 will be transferred to the General Storm Recovery Fund.

## Contingency Reserve Funds Five Year History



### SWOT Analysis

A SWOT analysis is a look at the city’s Strengths, Weaknesses, Opportunities and Threats (SWOT). It is intended to give the reader a strategic perspective of current and future issues. These issues have an effect on both revenues and expenditures.

#### Strengths

The local economy remains strong as indicated by the increase in construction. The unemployment rate rose to double digits in Denton County during 2020 as a result of COVID-19; however, unemployment is returning to levels closer to pre-pandemic rates as we enter the last part of 2021. The area continues to see a large influx of new residents each year and this trend is expected to continue for the foreseeable future. Sanger’s location is one of its greatest strengths and something we aggressively market.

Rail and Interstate access and developable industrial land also top the list of Sanger’s strengths. Commercial interest in the industrial property has picked up in the last year. We continue to proactively recruit retailers and other business.

Another asset is the quality of life enjoyed by the citizens of Sanger. Sanger residents have access to all of the amenities of the metroplex while enjoying life in a quiet, small-town atmosphere. Access to Lake Ray Roberts is also a quality-of-life asset and an economic boost for Sanger. The sports park has been a tremendous quality of life improvement for our citizens as well. It is well used and has been well received by the citizens. It has also been a tremendous advertising tool for Sanger. In 2014, we added a splash park to replace our obsolete swimming pool, another quality-of-life improvement for our citizens to enjoy. In 2018 the 4B board funding allowed the installation of shade structures to cover the bleachers at Porter Park. In 2019 the Board provided grant funding for a community project that involved building an event pavilion at Porter Park.

Sanger Electric is another strength enjoyed by the City of Sanger. This revenue not only supports the Enterprise Fund but the Storm Recovery Fund as well.

Sanger also enjoys having both a 4A and 4B economic development board. Each of these boards generates approximately \$500,000 annually in revenue. These monies have allowed Sanger to compete economically and make the quality-of-life improvements as mentioned above. 4B funds are currently being used to pay for the debt service on the Porter Sports Complex and other projects.

Emergency reserve funds are also a strength. Eventually, every city faces some type of disaster. Be it a tornado, flood, ice storm or another disaster, two things are certain: the city will need money for the recovery efforts, and traditional revenue sources will be negatively impacted at the same time. Having these funds on hand will help us recover as quickly as possible without destroying us financially.

### **Weaknesses**

To a large extent, cities in Texas are dependent on property taxes to fund their general revenue operations. In Sanger, approximately 50% of general fund operating revenues come from property tax. The weakness here is that over half of the market value of property in Sanger comes from residential improvements. Demand for service is much higher from residential properties than from commercial properties. This means that, when averaged out, residences rarely pay the full amount in property tax for the services they receive from the city. Commercial properties, however, typically generate more property tax than they require in services. Growing our commercial property tax base is essential to providing quality service to our customers while limiting the property tax burden on our residents. Recruiting more industrial and commercial development continues to be a priority.

Another weakness is median home prices in Sanger. COVID-19 resulted in the combination of a high demand for homes and short supply of available properties, raising average home prices across the state. The most recent report supplied by the Denton County Appraisal District reveals that the average home value in Denton County is \$368,743. The same report values the average home in Sanger at \$212,116. The lower values result in a much lower tax income per property than in other areas. We need to diversify our housing mix to include houses in higher price ranges that generate higher property taxes. This will also help alleviate the tax burden on families with lower incomes and those with fixed incomes. The Council has established benchmarks that are helping to alleviate this weakness. As a result, we are seeing our average valuation increase. We will continue to proactively encourage this trend at the staff and Council levels to eliminate this weakness.

Another weakness that stifles growth is the fact that as the city limit has expanded, we added areas that are not in our water supply CCN. Because the water supply corporation that serves these areas does not provide fire protection, development is severely limited. In recent years, legislation has alleviated this to some extent by providing a mechanism to transfer the CCN. However, the issue still remains a hindrance to growth due to the costs associated with the transfer.

### **Opportunities**

#### **Industrial Development**

Sanger is uniquely located to service both North Texas and Southern Oklahoma and has hundreds of acres of developable land with both interstate highway and rail access. Sanger must capitalize on these industrial prospects and aggressively market its strengths. To do this will require additional investment in infrastructure to ensure that industrial sites are “shovel ready” when companies are ready to move. To that end, the city has extended water and wastewater lines to potential industrial sites along I-35 to entice industrial development.

#### **Residential Development**

The city has issued 137 single-family residential permits so far this year. Several new phases of existing developments are underway or have residential lots that have just been released for construction. Staff and Council have been

encouraging a greater mix in housing and we are starting to see our efforts pay off. Homes in higher price ranges generate higher property taxes but typically require the same amount of services as homes of lesser appraised value. This allows the city to provide services at a lower tax rate, saving everyone on their property taxes. The average home value in Sanger is approximately \$212,116. At that value, a home will generate approximately \$1,440 in city property tax each year. In comparison, a \$300,000 home generates approximately \$2,037 at the same tax rate. Simply put, higher priced homes translate into lower property taxes and increased services for everyone.

### **Commercial Development**

Commercial development will follow residential development. Sanger is experiencing some commercial growth and should see more as the area's population increases. The good news is that Sanger has plenty of developable commercial property. We have invested heavily in bring utilities to these sites so that they are ready for development. The city must continue to promote commercial development, especially development that generates both property and sales tax.

### **Threats**

As mentioned earlier, we are facing an unprecedented situation due to the COVID-19 pandemic. At this time, it is very difficult to project the long-term impacts on the economy. It is imperative that we monitor it closely and stay ahead of any economic downturn.

One threat that bears close watch is the increased cost of health insurance. We typically do not know until late in the budget process if we will face an increase this year or not but an increase is highly likely.

Another significant threat is action taken by State Legislature. The 86<sup>th</sup> Legislature passed several bills that have a direct impact on cities. One of them is Senate Bill 2, which makes numerous changes to the process for adopting property tax rates. The bill lowered the city property tax rollback rate from 8.0% to 3.5% with an automatic election required to exceed that percentage. The bill does provide for some concessions such as a \$500,000 levy increase threshold for cities under 30,000 population. The provisions of this Bill may impact revenues in the future.

### **Understanding the Municipal Budget**

This section is intended to give the reader an overview of how the budget works. Municipal budgets are governed by Federal and State Statutes and local regulations. The intent here is not to explain every requirement for municipal budgeting but to discuss generally how the budget works.

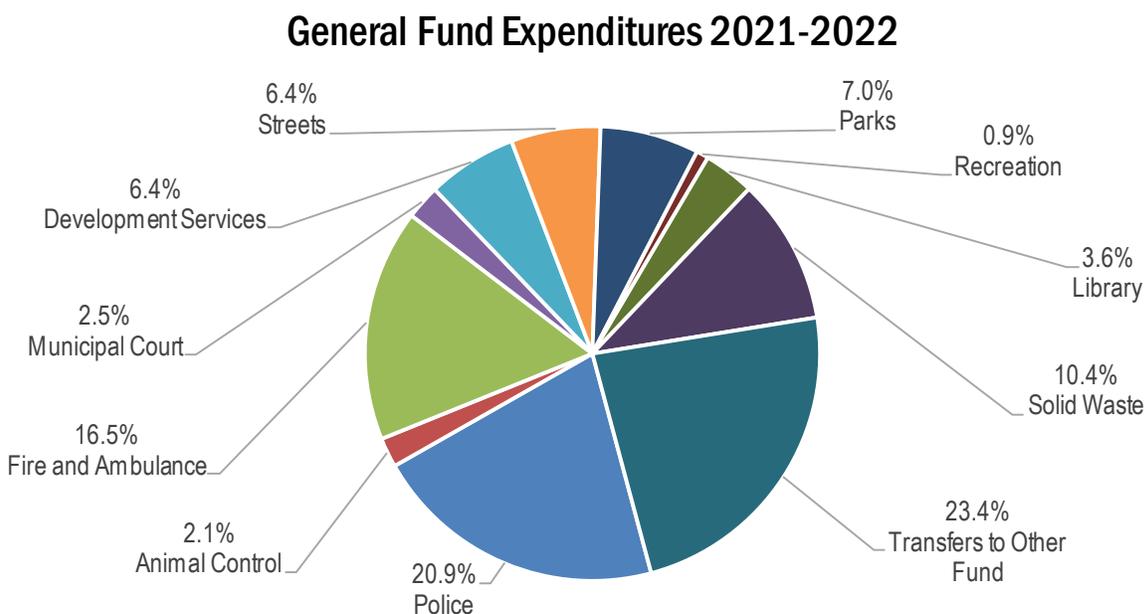
The city operates six major funds. They are the General Fund, Enterprise Fund, 4A Economic Development Fund, 4B Economic Development Fund, Debt Service Funds and Capital Improvement Funds. These funds are explained in detail below. The city's fiscal year runs from October 1<sup>st</sup> through September 30<sup>th</sup> each year. The budget process begins in the spring of each year internally. Budget workshops are held during the summer of each year with the city Council and economic development boards. Public hearings are also held on the budget. The budget must be approved and next year's property tax rate set before October 1<sup>st</sup> each year.

One important point to make is that revenue numbers in the budget are estimates of what we think will be collected next year. Projected revenues are not sitting in the city's bank account on October 1<sup>st</sup> waiting to be used. If revenues do not meet projections, then expenditures must be curtailed to meet those shortfalls. If revenues exceed projections, then excess fund balances at the end of the year can be used to build up reserves, do capital projects or supplant next year's revenues.

## General Fund

The General Fund is the fund used to finance the operations of general government. The General Fund includes Public Safety, a portion of Public Works, Community Services, Sanitation, and a portion of Administrative and Support Services. Public Safety includes Police, Municipal Court, Animal Control, Code Enforcement, Fire and Ambulance departments. Sanitation is solid waste, which is contracted out to a third-party operator. Community Services include Development Services and the Library. The Park and Recreation and Street departments are shown on their own to more clearly show the portion of the general fund spent on these departments. Transfer to Other Funds include transfer to the Internal Service Fund as well as the Capital Improvement Projects Fund.

General Fund revenues come from a myriad of sources including property tax, sales tax, court fees, Fire and EMS revenues and franchise fees. By far, the largest revenue stream is property tax. Due to growth and appreciation of property values, Sanger has enjoyed increasing property taxes over the last twelve years.



## Enterprise Fund

The Enterprise Fund is made up of utility departments including Water, Wastewater, and Electric. Expenditures include daily operations of the utilities, capital improvements, debt service on bonds for capital improvements as well as transfers to the Internal Service Fund and the Electric Storm Recovery Fund.

One increase we have to absorb in the electric utility is the increase in transmission and congestion costs we pay. These costs are regulated by the Electric Reliability Council of Texas (ERCOT) and are used partially to help pay for new transmission lines from West Texas to other parts of the State.

The city engaged NewGen Strategies & Solutions, an independent consulting firm, several years ago to make recommendations for rates for the next five years. On May 21, 2018, NewGen presented their findings and recommendations to City Council. Council responded to the recommendations by making adjustments to utility billing rates and plans to follow NewGen's recommendations. For the budget year, an increase was made to waste water rates in accordance with the recommendations. The Sanger City Council approved these rates by approving Ordinance 05-11-21, which will take effect for utility billings on October 1, 2021.

### **Internal Service Fund**

The Internal Service Fund includes departments with responsibilities in both the General and Enterprise Funds. The Internal Service Fund allows us to show the department's entire budget in one place, making it more transparent and easier to manage. The departments include Non-Departmental costs, Mayor and Council, Administration, Public Works, Engineering, Finance, Facilities Maintenance and Fleet Services. Instead of each department having a separate budget for each fund, those departments have a single budget in the Internal Service Fund. This makes it easier for the reader to see the true cost of the department without having to look in two different places. It also streamlines cost allocation internally.

### **Economic Development Funds**

Under Texas Law, certain municipal governments can establish Economic Development Corporations for the purposes of attracting economic development and other limited purposes. These corporations are overseen by boards appointed by the City Council. Sanger is one of the few Cities that has both a 4A and 4B Economic Development Corporation. Both of these corporations receive revenues from a separate ½ cent sales tax. This sales tax generates around \$500,000 each year for each of the corporations.

Thanks to these two boards the City of Sanger has been able to provide economic development incentives and make park and recreation improvements that it simply could not afford otherwise. While these funds can only be used for limited purposes, having them frees up revenues for other purposes.

### **Debt Service Funds and Capital Projects Funds**

Long term, property tax funded debt is paid from the Debt Service Fund. Likewise, the Enterprise Debt Service Fund accounts for long term debt supported by utility operations. The Capital Projects Funds are where expenditures on Capital Projects are paid. (There are separate funds for General Capital Projects and Enterprise Capital Projects.) Both debt service and capital projects funds serve as internal service funds used for accounting purposes.

### **Hotel/Motel Tax Fund**

The expenditure of hotel occupancy tax (HOT) funds tightly regulated by state law. To ensure that these funds are spent appropriately, they are placed in a separate fund and not commingled with the General Fund. The city also provides up to \$14,000 a year in HOT taxes to the Sanger Chamber of Commerce for marketing.

### **Strategic Planning**

The City's Comprehensive Plan contains several strategic goals that guide budgeting through a program of strategically planning for results. Each year, these goals help determine items included in the annual budget. Each Department identified in this budget references the specific comprehensive plan goals that are supported by the operations of that department. A few of these are discussed below for the current year.

Street Network - Several years ago, the City developed a multi-year plan to improve aged streets in the City. Phase IV of this plan is included in the budget, providing \$270,000 for street improvements.

Park System – The budget includes \$200,000 for renovations to Porter Park, in line with the goal to expand and maintain parks within the City.

Country Atmosphere – The budgets of several departments, including Police, Animal Control, Fire, Parks and Administration incorporate the goal of maintaining and improving upon the existing county living atmosphere of Sanger.

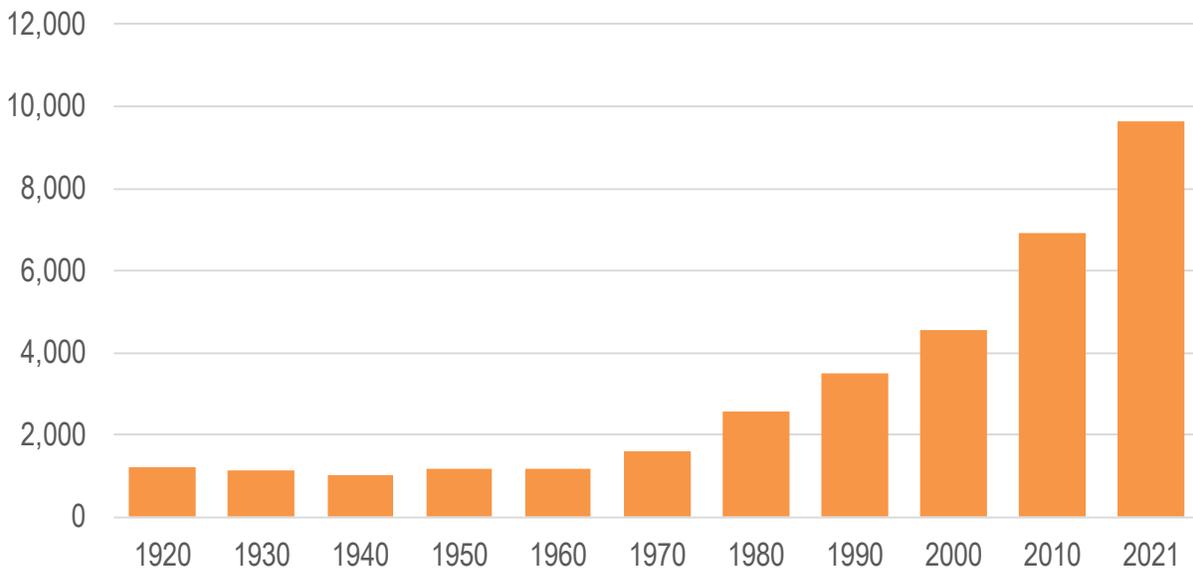
### Looking Toward the Future

The Dallas-Fort Worth area continues to add new residents each year. According to the U.S. Census Bureau population estimates, six of the US counties with the largest population growth are located in Texas. We believe this makes Sanger a prime candidate for growth as the DFW area continues to attract new businesses and residents.

The northern cities of the DFW area continue to see much growth, and many people are choosing to live in a northern suburb and drive south for work. Easy access via I-35 make Sanger an excellent choice for people looking to live in a smaller community.

Sanger has grown from a railroad stop established in the 1880’s into a thriving community that offers residents the best of both worlds: big city opportunities combined with small-town charm. Sanger’s population has doubled in the past 20 years, growing from 4,534 in 2000 to 9,080 in 2020.

### Population Growth



A new Holiday Inn Express opened in 2020 and is seeing business grow as travel in the US picks up after the slump induced by COVID-19. Sanger continues to be an attracting destination for residential and commercial developers alike.

The combination of the population growth of the DFW area, Sanger’s ideal position for commuters who want to live in a smaller community, and new business ventures in Sanger point to a bright future for our city.

## **Conclusion**

Staff has prepared a conservative budget that addresses both our short term and long-term needs. We will closely monitor both revenues and expenses throughout the year as well as the economic impacts that may potentially arise due to COVID-19 and be prepared to adjust accordingly as conditions dictate.

Information on the City's current and past year budgets, as well as other financial information, is available to the public 24/7 on the City's website at [https://www.sangertexas.org/page/finance\\_transparency](https://www.sangertexas.org/page/finance_transparency).

Staff have worked hard and kept up with their responsibilities while focusing on delivering quality services. They have willingly accepted cross training so they could help out in other departments when needed. I want to commend all of our employees for their hard work and dedication this year

I also want to thank the Mayor and Council for their support and leadership. The Citizens of Sanger are fortunate to have such people guiding the city.

**John Noblitt**  
*City Manager*

# STRATEGIC PLANNING FOR RESULTS



## P U R P O S E

The guiding purpose of the municipal government of the City of Sanger is to preserve, protect and enhance the quality of life for our citizens.

## V I S I O N

To give vision to the guiding purpose, the Sanger City Council has adopted a Comprehensive Plan (page 21) and City Staff has developed a set of Organizational Values (page 22) to guide City operations.

## P L A N

To implement this vision for the city, the Annual Budget and Capital Improvement Plan are developed each year as strategic planning documents. The City's 2021-2022 Annual Budget and Capital Improvement Plan continue with this strategy.

## R E S U L T S

The effectiveness of any plan is measured by results. The City of Sanger's desired results are to provide quality services to residents, maintain and improve our infrastructure, and develop positive relationships with our citizens.

Departments report activity on performance monthly to assure operations are in step with the City's organizational goals. The City prepares a Monthly Report, which provides a wealth of detailed and useful information from all City departments to the citizens of Sanger. These reports are posted on the City's website for 24/7 access. The Report for the month of September 2021 is included in this document.

# STRATEGIC GOALS OF THE CITY'S COMPREHENSIVE PLAN

Several years ago, the Sanger City Council adopted a Comprehensive Plan to provide guidance for the future. This Plan included a specific set of goals, which are tangible directives raised by citizens to guide the development of the City into the next century. These eight goals are general statements of the community's desired ultimate physical, social, economic, and environmental status. These strategic goals and strategies set the standard with respect to the community's desired quality of life. The City is in the process of creating an updated "2040 Comprehensive Plan" to guide the city. When completed, this plan will guide the strategic planning process for the City.

## COUNTRY ATMOSPHERE

Maintain and improve upon the existing country living atmosphere of Sanger

## ENCOURAGE BUSINESS

Encourage the establishment of new commercial business and the expansion of existing businesses in Sanger

## PRESERVE HISTORY

Encourage development and preservation of the Historic Sanger Downtown area

## LAND USE

Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger

## STREET NETWORK

Improve Sanger's street network

## JOB DEVELOPMENT

Encourage job development in Sanger

## QUALITY NEIGHBORHOODS

Encourage development of quality single family residential neighborhoods in Sanger

## PARK SYSTEM

Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities

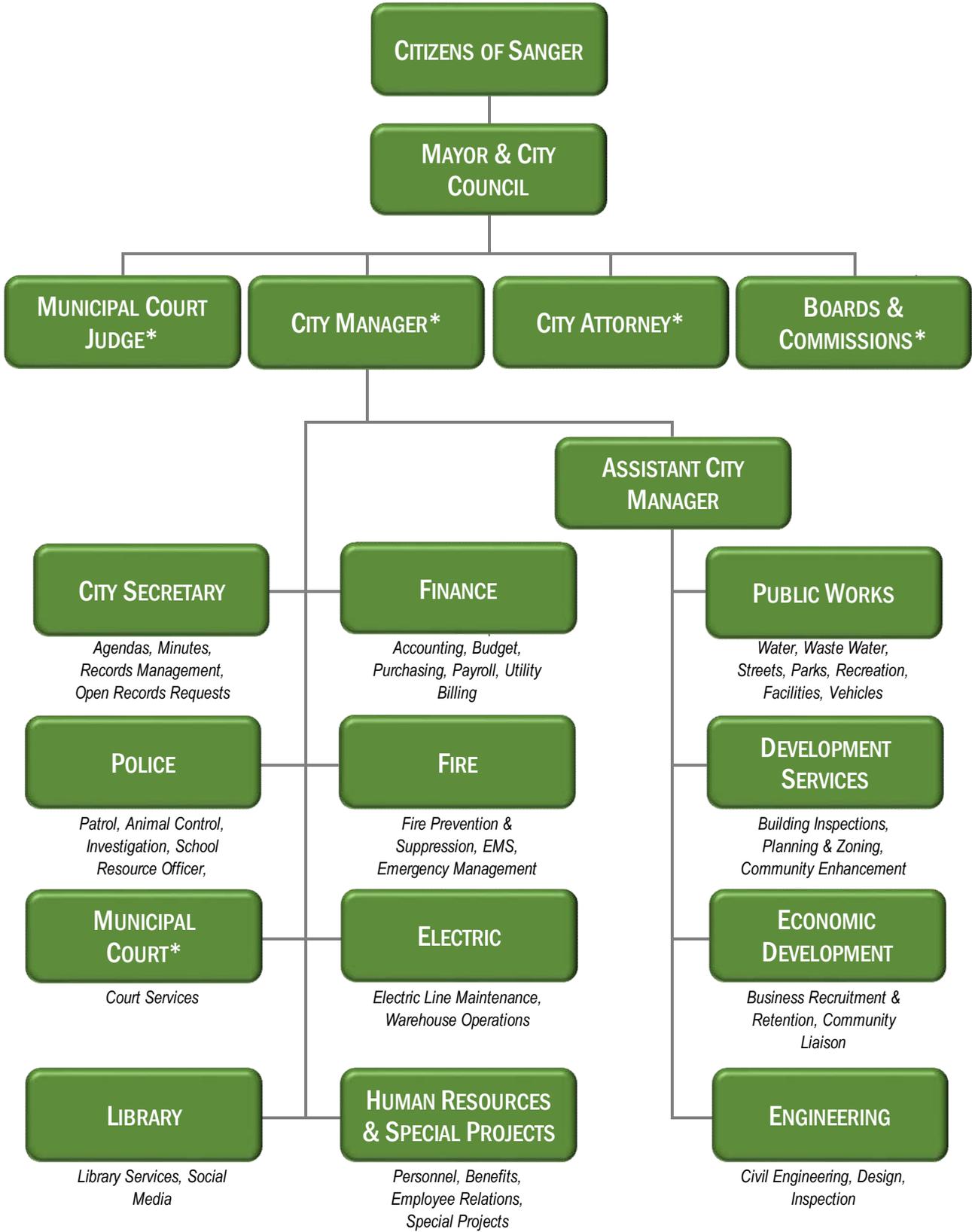
# ORGANIZATIONAL VALUES

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The City has adopted a set of Organizational Values, which are meant to inspire and direct City employees as they work together.



# ORGANIZATIONAL CHART



\*City Manager, City Attorney, Municipal Court Judge, Municipal Court Clerk, Boards & Commissions are appointed by City Council

# AUTHORIZED PERSONNEL

Fund & Department		2019-2020	2020-2021	2021-2022
General	Police	16.0	16.0	17.0
	Animal Control	1.0	1.0	1.0
	Fire	33.0	34.0	35.0
	Municipal Court	4.0	4.0	4.0
	Development Services	6.0	6.0	6.0
	Streets	4.0	4.0	4.0
	Parks	3.5	3.5	4.5
	Recreation	1.0	1.0	1.0
	Library	6.0	6.0	6.0
General Fund Totals		74.5	75.5	78.5
Enterprise	Water	6.0	6.0	7.0
	Waste Water	3.0	3.0	3.0
	Electric	7.0	8.0	8.0
Enterprise Fund Totals		16.0	17.0	18.0
Internal Service	Administration	3.0	3.0	5.0
	Public Works Administration	1.0	1.0	2.0
	Finance	5.0	6.0	6.0
	Engineering	2.5	2.5	2.5
	Fleet Services	1.0	1.0	1.0
Internal Service Fund Totals		12.5	13.5	16.5
4A	Economic Development	1.0	1.0	0.5
4A Fund Totals		1.0	1.0	0.5
4B	Economic Development	-	-	0.5
4B Fund Totals		-	-	0.5
Total Authorized Personnel		104.0	107.0	114.0

**The following seven positions are new this year:**

- One Police Officer – Police Department
- Three Full-Time Firefighters - Fire Department
- One Facilities/Maintenance Worker – Parks Department
- One Utility Worker – Water Department
- One Engineering Director – Engineering Department



**The following changes are included in the budget:**

- Part-Time Firefighter positions have been reduced by two as three Full-Time Firefighters were added
- The Inspector position has moved from Engineering to Public Works
- The Economic Development Director is now allocated 50/50 between the 4A and 4B Funds

# BUDGET CALENDAR



## THE CITY OF SANGER, TEXAS BUDGET CALENDAR FY 2021-2022

Date(s)	Action
<b>Monday, March 22, 2021 - Friday, March 26, 2021</b>	City Manager and Finance Director meet individually with Directors for mid-year budget review
<b>Tuesday, March 30, 2021</b>	Budget Materials Distributed to Departments, which begin working on a requested budget, goals, and long-range plans.
<b>Monday, April 5, 2021 - Wednesday, June 30, 2021</b>	Preliminary Budget is Prepared. City Manager works with Directors on goal-setting and long-range planning for departments and the City as a whole.
<b>Tuesday, May 18, 2021</b>	City Manager, Finance Director and Directors meet to review individual departmental requested budget, discuss long-range financial plans and goal-setting.
<b>Tuesday, June 30, 2020</b>	Preliminary Budget Completed
<b>Tuesday, July 6, 2021</b>	City Council Budget Workshop
<b>Monday, July 19, 2021</b>	City Council Budget Workshop
<b>Monday, July 26, 2021</b>	Chief Appraiser Certifies Tax Roll
<b>Friday, July 30, 2021</b>	Proposed budget submitted to City Council Budget Filed with the City Secretary and Posted on the City's Website
<b>Monday, August 16, 2021</b>	Submit No-New-Revenue and Voter-Approval Tax Rates to City Council
<b>Thursday, August 26, 2021</b>	Publish Notice of Public Hearing on Budget Publish Notice of Public Hearing on Tax Rate
<b>Tuesday, September 7, 2021</b>	Public Hearing on Budget Public Hearing on Tax Rate City Council Vote on Approval of Tax Roll City Council Vote on Adoption of Budget City Council Vote on Levying a Tax Rate

# THE BUDGET PROCESS

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The fiscal year of the City of Sanger begins on October 1<sup>st</sup> and ends on September 30<sup>th</sup> of the following calendar year. This fiscal year establishes both the budget year and the accounting year.

The budget is developed at a departmental level. In March, the Finance Director develops worksheets that detail expenditures for the past four years, year to date balances as of March 31<sup>st</sup>, and projected totals through the end of the current fiscal year. These worksheets are distributed to individual departments for review and completion. Each department prepares an estimate for their projected totals through the end of the fiscal year and estimates for the upcoming year. For any increases or addition of new items to the budget, departments will document the justification for the requested increases. Once the departments have completed the worksheets, they are returned along with any supporting documentation to the Finance Director. The City Manager and the Finance Director meet with each Department Director individually to review the budget worksheets. The City Manager and all City Directors meet an entire day to review each department's budget requests for the coming year. During both the individual and group meetings, Directors work with the City Manager to identify long-range planning and goal -setting. As the budget process progresses, the City Manager works with departments to focus these goals and plans to ensure they are in line with the City's overall goals.

Revenues are projected based on historical trends, the current economic climate and expected future trends. Personnel expenses are prepared based upon the current year, adjusted as necessary for staffing changes or changes in the cost of benefits. Utility expenses are projected based on the current and prior years, modified where applicable due to utility rate changes or changes to City facilities. It is important during the budget process to consider not only the present, but also the past and the future. Current conditions considered for this budget include: the number of utility customers the City serves; the staffing level required to provide services to citizens; and how COVID-19 has affected the City's operating costs. The past holds valuable information including items such as historical trends of sales tax revenues and the rate of change in property values for property tax projections. Future considerations to be considered include: the number of new houses expected to be built in the next twelve months; the number and size of businesses scheduled to open in the near future; and planned development along the I-35 corridor that runs through Sanger. To help plan for the future, this budget contains a five-year projected budget for the General Fund.

The departmental budget worksheets are combined with revenues, personnel and utility expenses to prepare a working budget, which is reviewed by the City Manager. The City Manager and the Finance Director meet with each department to review and discuss the requested budget in detail. These meetings assist the City Manager in determining priorities for the budget. The Denton County Chief Appraiser will certify the tax roll during July, allowing the City to propose a tax rate and estimate property tax revenues.

A series of public budget workshops are held with the City Council, allowing for citizen input for the budget process. These workshops allow the City Council to formulate its priorities for the proposed budget. Following these workshops, the proposed budget is formulated. This proposed budget is filed with the City Secretary before the end of August and is published on the City's website for citizen review. Public hearings on the proposed budget are scheduled to allow for citizen input. Following the public hearings, the budget may be adopted.

The budget may be adopted at any regular or special meeting of the City council prior to the beginning of the fiscal year. On final adoption, the budget is in effect for the budget year. During the year, the City Council may amend or

change the budget to provide for any additional expense. Section 9.05 of the City's Charter states "Under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the Council may, by a majority vote of the full membership, amend or change the budget to provide for any additional expenses in which the general welfare of the citizenry is involved. These amendments shall be by ordinance, and shall become an attachment to the original budget."

In February and August, the City Manager and the Finance Director meet individually with each Department Director to compare operations year to date with the annual budget.

# LIST OF FUNDS

## GOVERNMENTAL FUNDS

**GENERAL FUND:** This is the general operating fund for the City, utilized to account for all resources not required to be accounted for in another fund. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

**DEBT SERVICE FUNDS:** This governmental fund type is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Debt Service Funds of the City include the General Debt Service Fund and the Enterprise Debt Service Fund. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

**CAPITAL PROJECTS FUNDS:** These funds were established to account for resources used for the acquisition and construction of capital facilities by the City. Capital Projects Funds of the City include Capital Projects Fund and Enterprise Capital Projects Fund. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

**SPECIAL REVENUE FUNDS:** These funds are used to account for the revenue derived from specific taxes or other earmarked revenue sources (other than for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes. Special Revenue funds of the City include Hotel/Motel Tax Fund; General Storm Recovery Fund; Enterprise Storm Recovery Fund; Beautification Fund; Library Restricted Fund; Parkland Dedication Fund; Roadway Impact Fee Fund; Court Security Fund; Court Technology Fund; Child Safety Fund; Police Donations Fund; Fire Donations Fund; Park Donations Fund, and Library Donations Fund. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

## PROPRIETARY FUNDS

**ENTERPRISE FUND:** This fund accounts for the operations and financing of self-supporting activities of a governmental unit that renders services on a user charge basis to the general public, similar to private business enterprises. The basis of accounting for financial reporting and budgeting is the accrual basis.

**INTERNAL SERVICE FUND:** This fund accounts for the financing of centralized services to different funds and City departments on a cost reimbursement basis. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

## FIDUCIARY FUNDS

**4A CORPORATION FUND:** This fund accounts for the operations and financing of self-supporting activities of the Sanger Texas Industrial Development Corporation. Funded by a ½ cent sales tax, this fund is used to help new and existing businesses expand in Sanger with a primary goal of bringing jobs to Sanger. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

**4B CORPORATION FUND:** This fund accounts for the operations and financing of self-supporting activities of the Sanger Texas Economic Development Industrial Corporation. Funded by a ½ cent sales tax, this fund is used to enhance the local economy by improving the quality of life in Sanger. The basis of accounting for financial reporting and budgeting is the modified accrual basis.

# FUND RELATIONSHIP WITH FUNCTIONAL AREAS

		FUNCTIONAL AREA				
		Administration	Public Safety	Community Development	Public Works	Culture & Recreation
	General		Police, Animal Control, Fire, Municipal Court	Development Services	Streets, Solid Waste	Parks, Recreation, Library
	Debt Service	Debt Service				
	Enterprise				Water, Waste Water, Electric	
	Enterprise Debt Service	Debt Service				
	Internal Service	City Council, Administration, Finance, Facilities			Public Works Administration, Fleet Services	
	4A			4A		
	4B			4B		
	Capital Projects	Administration			Public Works Administration	
	Enterprise Capital Projects	Administration			Public Works Administration	
	Hotel/Motel	Administration				
	General Storm Recovery	Administration				
	Electric Storm Recovery	Administration				
	Beautification	Administration				
	Library Restricted					Library
	Parkland Dedication	Administration				
	Roadway Impact Fee	Administration				
	Court Security		Court			
	Court Technology		Court			
	Child Safety		Police			
	Forfeited Property		Police			
	Police Donations		Police			
	Fire Donations		Fire			
	Park Donations					Parks
	Library Donations					Library

FUND

# ABOUT SANGER

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## OVERVIEW

The City of Sanger, Texas was incorporated in 1886 and operates under a Council-Manager form of government. The City provides general government, public safety, public works, culture and recreation, water, sewer and electricity operations to citizens.

## LOCATION

Sanger is strategically located along in Northern Denton County and occupies 10.9 square miles along Interstate 35. The city's location, services and amenities make it a wonderful place to live. Uniquely situated 50 miles from both Dallas and Fort Worth, Sanger offers residents the amenities of a major metropolitan area while retaining a small-town quality of life. In addition, the Dallas/Fort Worth International Airport is 38 miles away.

Sanger is located minutes from the shores of Lake Ray Roberts, the 6<sup>th</sup> largest lake in Texas. Sanger is also located in "horse country", as Denton County has more working horse ranches than any other county in the United States.



## HISTORY

During the rapid expansion of railroads following the Civil War, the Gulf, Colorado & Santa Fe Railway grew from South Texas northward, through the area that is today known as Sanger. The railroad selected a spot between Fort Worth and Gainesville for a new stop. The railroad had two reasons for selecting this particular spot. First, the steam locomotives of the day required frequent stops to replenish the engine's water supply. Second, this spot was close to the Chisholm Trail. Cattle drives were a major economic activity at the time and the Chisholm Trail was the most important route for cattle drives leaving Fort Worth. In a relatively short time, the railroad would replace the Chisholm Trail as the means for moving cattle north out of Texas.

In 1886, the railroad purchased land from Mrs. Elizabeth Huling of Lampasas, Texas and built a one-room depot, cattle pens and loading chute on the site. Mrs. Huling hired two surveyors to lay out a town around the railroad stop, and she donated land for a wagon yard, water well, school, town square, cemetery, and a church. Lots were laid out for stores and homes, and lots were given to anyone who would build a house costing at least \$500. The city was originally named Huling in her honor.

The community's name was changed to New Bolivar for a short time. The railroad officially named the town Sanger in 1887 in honor of railroad customers Lehman, Isaac, Alex, Sam and Philp Sanger. Pioneers in the dry goods wholesale and resale industry in Texas, the Sanger Brothers built a chain of stores in railroad towns to utilize the trains to move merchandise. Although the city was named in their honor, the Sanger Brothers never lived in the city or operated a store here.

Rail service began when the first trains came through in 1887. Cattle began loading the trains as soon as service to Kansas City was established. The first residents of the area were Francis and Melissa Ready and their daughter Molly. In the spring of 1887, the family sought refuge from a snow storm in the depot as they were passing through, and decided to stay. The family built a one-room cabin, and Mrs. Ready cooked meals for the cowboys who drove the cattle to the pens. Mr. Ready later built a hotel near the pens, and operated a post office in the lobby after he was commissioned postmaster.

The City of Sanger was incorporated in 1892 and William E. Partlow was elected the first Mayor of Sanger. Business thrived in the following years and led to the growth of the City. Thanks to a large mill and grain elevator, Sanger became a large farming community.

At some point, a fire destroyed the depot and the railroad built a new station that included a larger depot building, waiting rooms, a Western Union telegraph office, and a Wells Fargo freight office. The depot operated 24 hours a day, 6 days a week. Around 1900, ranchers began trucking cattle to Fort Worth instead of shipping them to Kansas City. At the time when the trains stopped shipping cattle, resourceful individuals began using the railroad to ship dairy cream to Fort Worth and Ardmore, Oklahoma.

Texas State Highway 40 ran through the area and became a portion of US Route 77 in 1929. Interstate 35 was built along the route in the early 1960's. As the railroad replaced the cattle trail, the highway system replaced the railway as the conduit that brought visitors and business to Sanger. The years following World War II saw the decline of railroads nationwide, and the Sanger depot eventually closed. Interstate 35 serves the heartland of America, running from South Texas to Minnesota. According to the Texas Department of Transportation, more than 50,000 vehicles pass through Sanger on I-35 daily.

## QUICK FACTS

<b>LOCATION</b>	Sanger is located along Interstate 35 in northern Denton County in north Texas. Sanger is located less than an hour from both Dallas and Fort Worth.
<b>AREA</b>	10.9 square miles
<b>FORM OF GOVERNMENT</b>	Council-Manager
<b>INCORPORATION</b>	1892
<b>POPULATION</b>	9,640 (01/01/2021 estimate)
<b>TRANSPORTATION</b>	Interstate 35 DFW Airport - 39 miles Love Field - 48 miles BNSF Railway
<b>CLIMATE</b>	Köppen Climate Classification "Cfa" (Humid Subtropical Climate) Average temperature 64° Average Precipitation 14.9"
<b>SALES TAX RATE</b>	6.25% State of Texas 1.00% City of Sanger 0.50% 4A Corporation 0.50% 4B Corporation
<b>BOND RATING</b>	AA (Standard & Poor's)
<b>TOP 10 PROPERTY TAXPAYERS</b>	Wal-Mart Stores East, L.P. US06068 Wal-Mart Stores East, L.P. Trails of Sanger Apartments LLC Ramar Land Corporation Maccamp LTD Sanger Lodging, LLC Paccar Financial LGI Homes-Texas LLC Williamsburg Construction Services Springer Properties LLC

## LOCAL EVENTS

Sanger takes pride in the small-town charm it offers. Although many events were cancelled in the past year due to the COVID-19 pandemic, the City normally hosts many community events for all ages throughout the year, offering residents a chance to have fun with their neighbors.



- JULY** *Freedom Fest*
- Adult Softball League*
- SEPTEMBER** *Sanger "Sellabration" Market*
- Adult Kickball league*
- Fishing Derby*

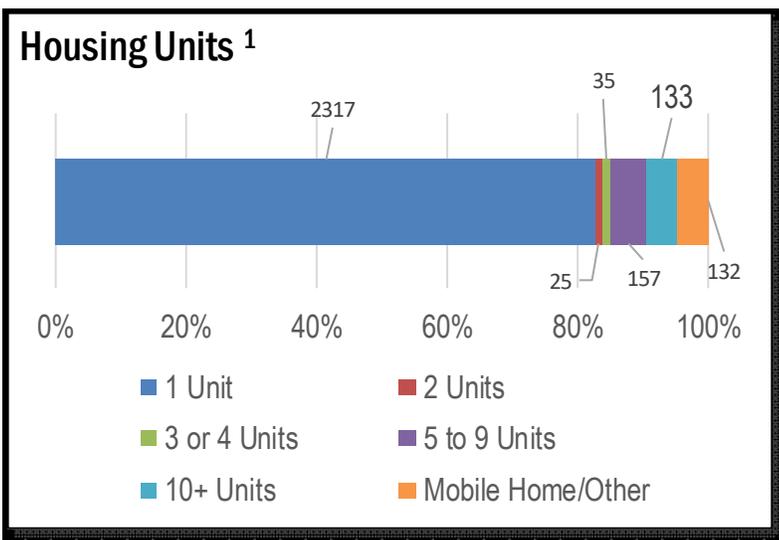
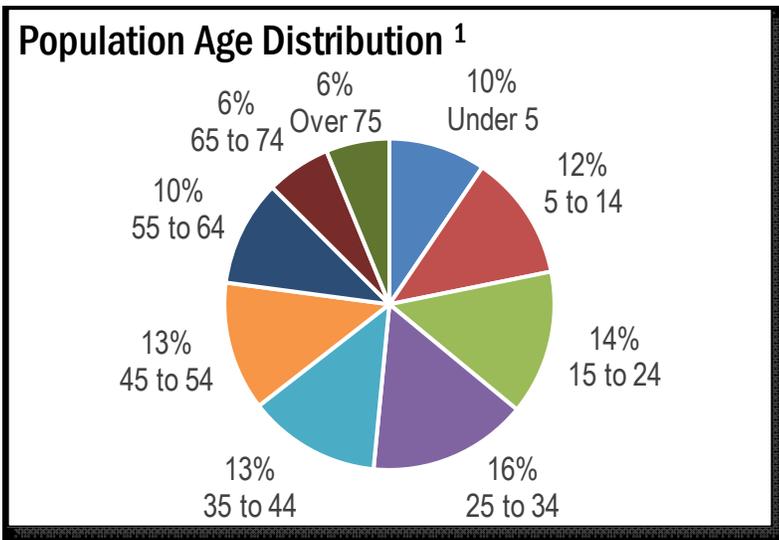
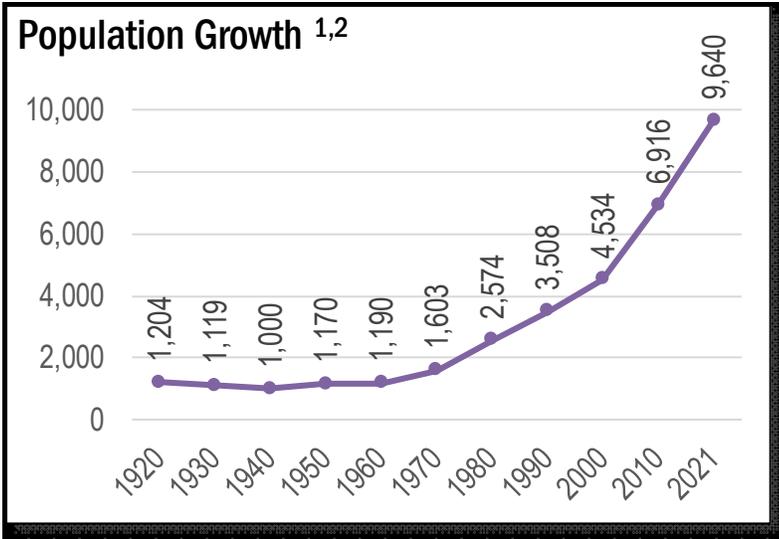


- FEBRUARY** *Mother-Son Valentine Dance*
- MARCH** *City-wide Easter Egg Hunt*
- APRIL** *Spring Fun Run*
- JUNE** *Summer Reading Program*



- OCTOBER** *Halloween Trick or Trot 5K*
- DECEMBER** *Downtown Christmas Parade*
- Santa Around Town*
- ONGOING** *Yoga Classes*
- LEGOs at the Library*
- Concerts in the Park*
- Preschool Story Time*
- Book Clubs at the Library*
- Movies in the Park*

**STATISTICS**



- ### MAJOR EMPLOYERS <sup>2</sup>
- 1,000+ Employees:**
- Wal-Mart Distribution Center
- 200 – 499 Employees:**
- Sanger Independent School District
  - Sam’s Distribution Center
- 50-100 Employees:**
- City of Sanger
  - A&W Productions
  - Eikon Engineering
  - Babe’s Chicken
- 20-50 Employees:**
- Super Save
  - Ampco
  - Hollingsworth Manufacturing
  - North Texas Plastics
  - Sanger Bank

- ### SCHOOLS <sup>2</sup>
- Butterfield Elementary School
  - Chisholm Trail Elementary School
  - Clear Creek Intermediate School
  - Sixth Grade Campus
  - Sanger Middle School
  - Linda Tutt High School
  - Sanger High School
  - University of North Texas (Denton)
  - Texas Women’s University (Denton)
  - North Central Texas College (Gainesville)

<sup>1</sup> factfinder.census.gov

<sup>2</sup> North Central Texas Council of Governments

<sup>3</sup> Sanger Economic Development Corporation

# ORDINANCE ADOPTING THE ANNUAL BUDGET

## ORDINANCE #09-19-21

**AN ORDINANCE OF THE CITY OF SANGER, DENTON COUNTY, TEXAS, ADOPTING THE BUDGET PROVIDING FOR THE APPROPRIATION OF FUNDS FOR OPERATING AND CAPITAL EXPENDITURES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022, PROVIDING FOR THE INTRA AND INTER DEPARTMENT AND FUND TRANSFERS, PROVIDING FOR UNEXPECTED REVENUES SUCH AS GRANTS, DONATIONS, AND INSURANCE PROCEEDS, PROVIDING FOR AN EFFECTIVE DATE, AND PROVIDING FOR APPROVAL OF THE INVESTMENT POLICY.**

**WHEREAS**, pursuant to the laws of the State of Texas and the City Charter, the budget covering proposed expenditures for the fiscal year beginning October 1, 2021 and ending September 30, 2022 was filed with the City Secretary; and

**WHEREAS**, budget workshops were conducted by the City Council on the proposed budget at which time the proposed budget was fully considered; and

**WHEREAS**, in accordance with the provisions of the City Charter and the Local Government Code, the City Council of the City of Sanger, Texas published notice of public hearing on the budget on August 28, 2021 and conducted a public hearing on September 7, 2021; and

**WHEREAS**, Chapter 2256 of the Texas Government Code, commonly known as the "Public Funds Investment Act," requires the City to review its investment policy and investment strategies not less than annually; and

**WHEREAS**, the Public Funds Investment Act requires the governing body to adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument shall record any changes made to either the investment policy or investment strategies; and

**WHEREAS**, the attached City of Sanger Investment Policy is in compliance with the Public Funds Investment Act and requires no changes to either the investment policy or investment strategies; and

**WHEREAS**, The City has implemented Governmental Accounting Standards Board Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54) and Fund balance categories under GASB 54 are Nonspendable and Spendable and classifications under the Spendable category are Restricted, Committed, Assigned, and Unassigned and these classifications reflect not only the nature of funds, but also provide clarity to the level of restriction placed upon fund balance.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SANGER, TEXAS:**

**Section 1.** That the City Council adopts the budget for the City of Sanger, Texas, a copy of which is on file in the office of the City Secretary and which hereinafter referred to as the "Budget" for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

**Section 2.** That the budget presented by the City Council and reviewed during the public hearing is hereby approved and adopted for the Fiscal Year 2021-2022.

General Fund	\$ 10,321,422
Debt Service Fund	\$ 385,861
Enterprise Fund	\$ 13,127,017
Enterprise Debt Service Fund	\$ 1,887,391
Internal Service Fund	\$ 3,016,649
44 Fund	\$ 133,476
4B Fund	\$ 565,375
Capital Projects Fund	\$ 970,000
Enterprise Capital Projects Fund	\$ 13,520,000
Special Revenue Funds	\$ 37,000

**Section 3.** That the City Manager be authorized to make intra and inter department fund transfers during the fiscal year as becomes necessary in order to avoid over expenditure of any departments total budget.

**Section 4.** That the City Manager be authorized to increase the budget for items received during the year that have a corresponding revenue and expenditure such as Grants, Donations, and Insurance Proceeds received for property damage.

**Section 5.** That the City Manager be authorized to sign contracts under \$50,000 for services and projects authorized in the budget.

**Section 6.** That the City of Sanger has complied with the requirements of the Public Funds Investment Act and the City Council has reviewed the investment policy and investment strategies and there are no changes to either the investment policy or investment strategies.

**Section 7.** In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly unassigned fund balance. When it is appropriate for fund balance to be assigned, the City Council hereby delegates the authority to the City Manager. The following fund balances are committed: Equipment Replacement Funds, Library Building Expansion Funds, Beautification Board Funds, all Donated Funds, and Capital Projects Funds.

**Section 8.** This ordinance is effective immediately upon its adoption.

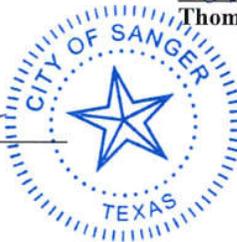
**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Sanger, Texas on this 7th day of September 2021.

**APPROVED:**

  
\_\_\_\_\_  
Thomas Muir, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Kelly Edwards, City Secretary



# ORDINANCE ADOPTING THE PROPERTY TAX RATE

## ORDINANCE #09-21-21

### AN ORDINANCE OF THE CITY OF SANGER, DENTON COUNTY, TEXAS, LEVYING A TAX RATE FOR THE GENERAL GOVERNMENT FOR THE FISCAL YEAR 2021-2022 AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City Council of the City of Sanger finds that a tax rate of \$0.633711 per \$100 valuation for the Fiscal Year 2021-2022, hereinafter levied for current expenses of the City and general improvements of the City and its property, must be levied to provide the revenue requirements of the budget for the ensuing year; and

**WHEREAS**, all statutory and constitutional requirements for the levy and assessment of ad valorem taxes have been completed in due and correct time and all requirements of the Sanger Charter have been met;

### NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SANGER, TEXAS:

**SECTION 1:** That the City Council does hereby levy and adopt the tax rate on \$100 assessed valuation for the City for maintenance and operation of the City government for the tax year 2021- 2022, as follows:

\$0.616576/\$100

**SECTION 2:** That the City Council does hereby levy and adopt the tax rate on \$100 assessed valuation for the City for debt service for City government for the tax year 2021-2022 as follows:

\$0.017135/\$100

**SECTION 3:** That, because the total amount of revenue generated from taxes to fund maintenance and operations will be greater than last year and because the tax rate exceeds the effective maintenance and operations rate, the following statements are made as required by Section 26.05 of the Texas Tax Code: THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 9.91 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$55.58.

**SECTION 4:** This ordinance is effective upon its adoption.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Sanger, Texas on this 7th day of September 2021.

**APPROVED:**



Thomas Muir, Mayor

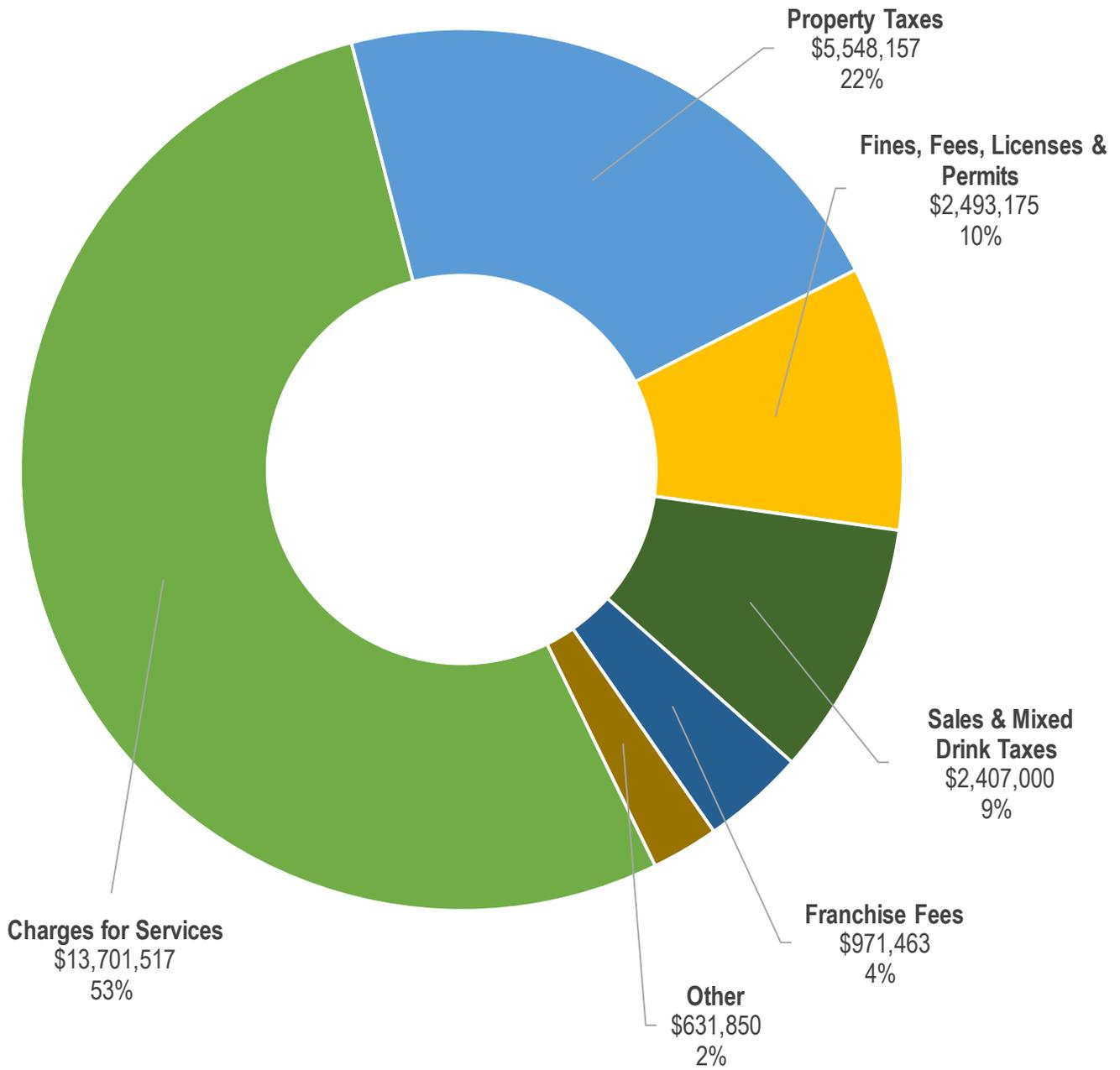
**ATTEST:**

  
Kelly Edwards, City Secretary

# BUDGET SUMMARY

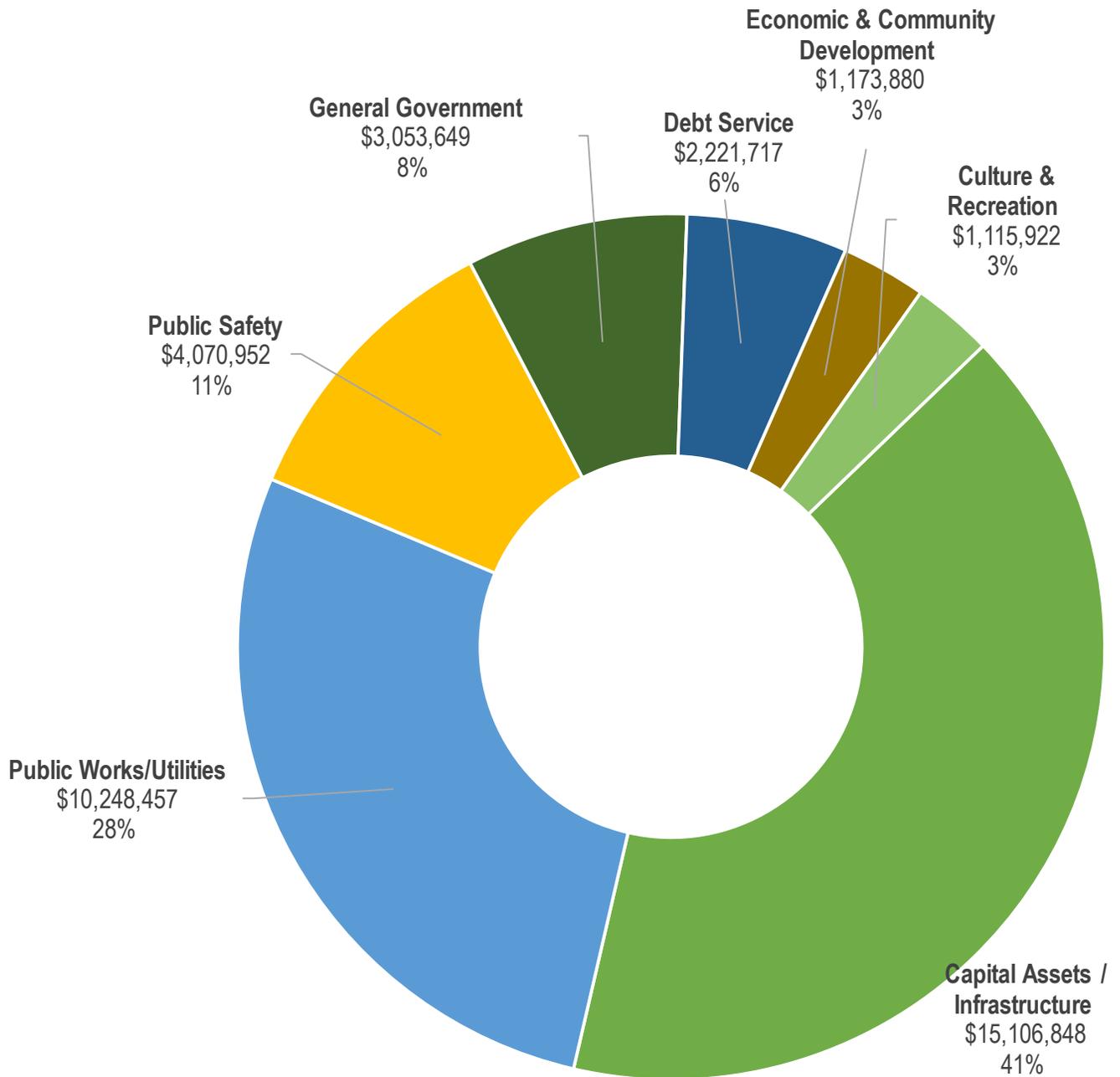
# 2021-2022 BUDGET AT A GLANCE

## WHERE DOES THE MONEY COME FROM?



**Total Revenues = \$25.8 Million (Excluding Inter-Fund Transfers)**

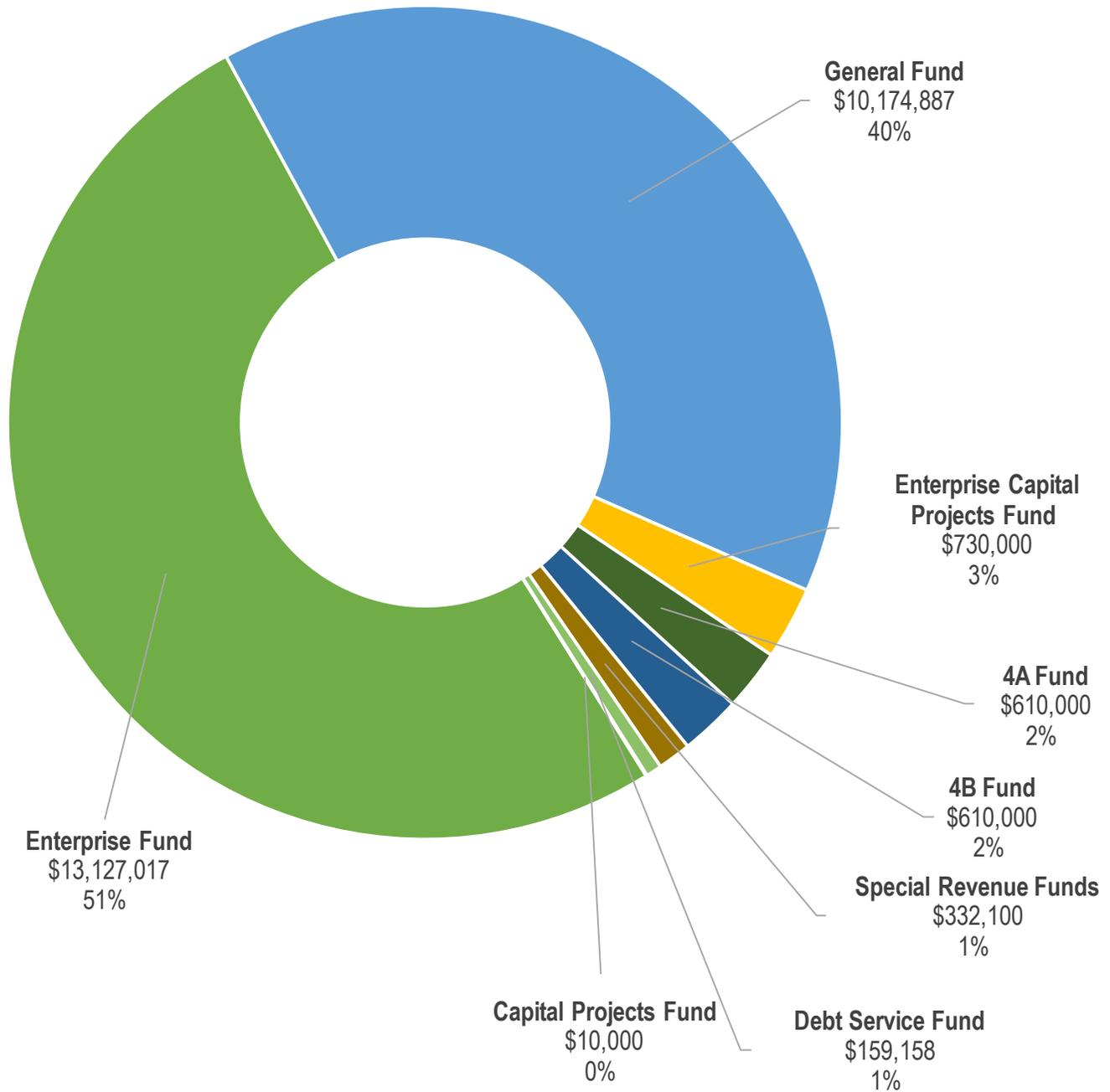
## HOW IS THE MONEY USED?



**Total Expenditures = \$37.0 Million (Excluding Inter-Fund Transfers)**

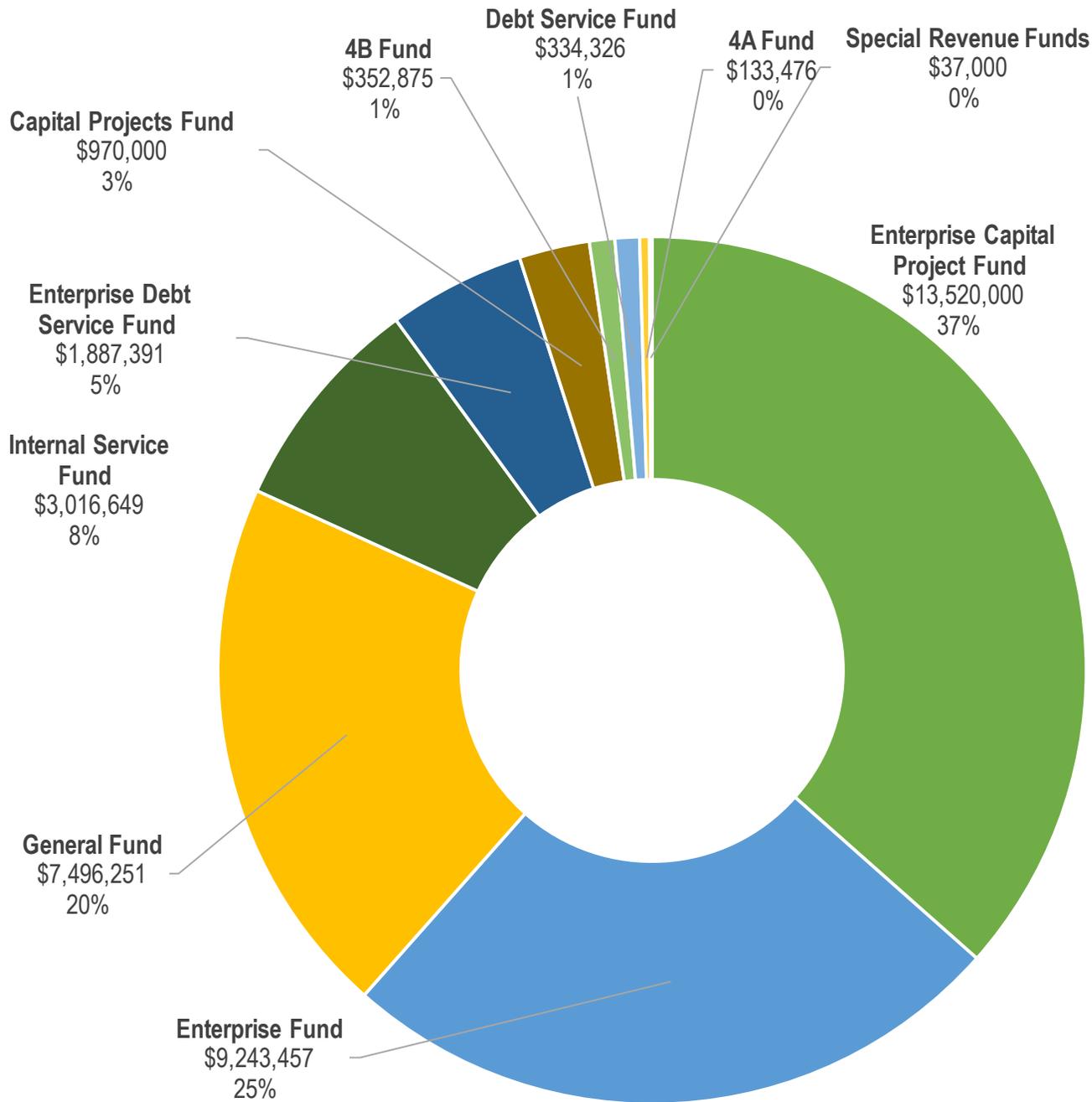
# 2021-2022 BUDGET BY FUND

## REVENUES BY FUND



**Total Revenues = \$25.8 Million (Excluding Inter-Fund Transfers)**

## EXPENDITURES BY FUND



**Total Expenditures = \$36.9 Million (Excluding Inter-Fund Transfers)**

# REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE

## OVERVIEW OF MAJOR REVENUE SOURCES

The City has numerous sources of income, including taxes, franchise fees, charges for services, fees, and licenses and permits. For the 2021-2022 budget, three revenue sources account for 84% of all revenues: Charges for Services, Property Taxes, and Sales/Mixed Drink Taxes.

### Charges for Services

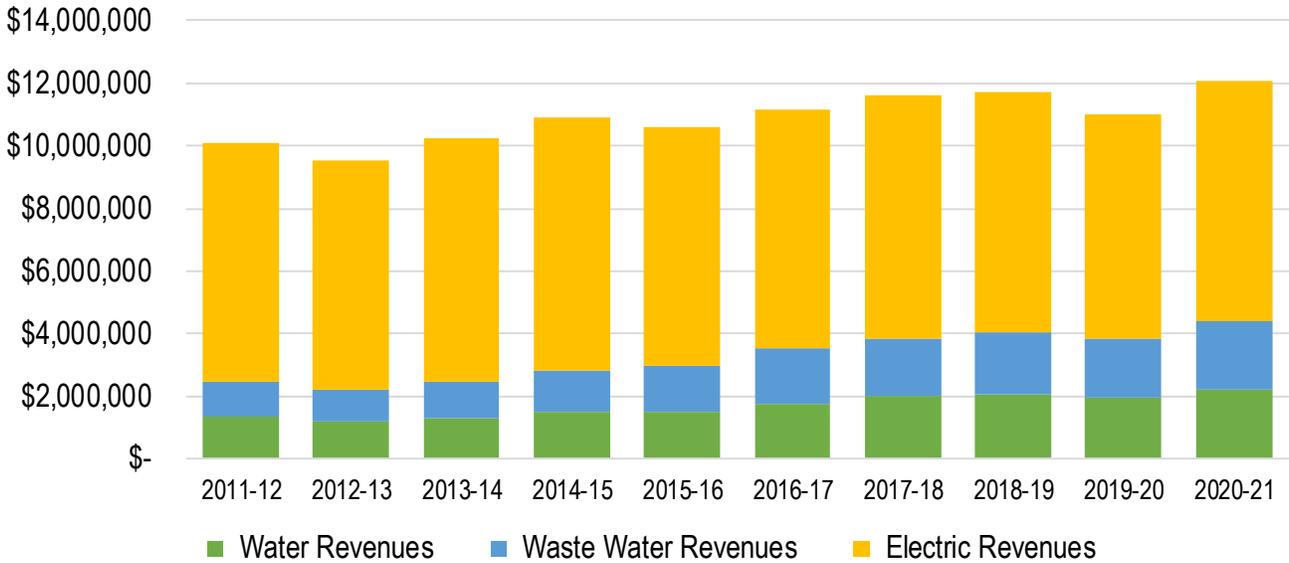
Charges for Services includes the billing of Water, Waste Water and Electric utilities in the Enterprise Fund and Solid Waste Collections in the General Fund. Total Charges for services are \$13,701,517, which is 53% of the City's total projected revenues.

### Enterprise Fund Charges for Services

The primary revenue stream of the Enterprise Fund is the billing and collection of Water, Waste Water and Electric utilities. Totalling \$12,605,517, these combined charges for services accounts for 48.9% of the City's projected revenues.

- Water revenues of \$2,256,187 are an increase of \$95,665 (4.4%) over last year's projection of \$2,160,522. Revenues have steadily grown through the years, the result of both increasing population and occasional changes in the rate structure. Water revenues are expected to rise in future years, the result of continued growth.
- Waste Water revenues of \$2,596,830 are an increase of \$485,639 (23.0%) over last year's projection of \$2,111,191. Revenues have steadily grown through the years, the result of both increasing population and occasional changes in the rate structure. Waste Water rates are increased in this budget year in accordance with the rate study NewGen Strategies & Solutions prepared for the City. Waste Water revenues are expected to rise in future years, the result of continued growth.
- Electric revenues of \$7,752,500 are an increase of \$20,000 (.3%) from last year's projection of \$7,732,500. The City has reevaluated projections for Electric revenues over the past several years and has adjusted revenue estimates as necessary. Electric revenues are expected to rise in future years, the result of continued growth.

## Enterprise Fund Charges for Services Past 10 Years



Water, Waste Water and Electric rates are set by City ordinance and have historically been set using trend analysis and a cost-of-service model. The City engaged NewGen Strategies & Solutions, an independent consulting firm to make recommendations for rates for the next five years. On May 21, 2018, NewGen presented their findings and recommendations to City Council. Council responded to the recommendations by making adjustments to utility billing rates and plans to follow NewGen's recommendations for the coming years.

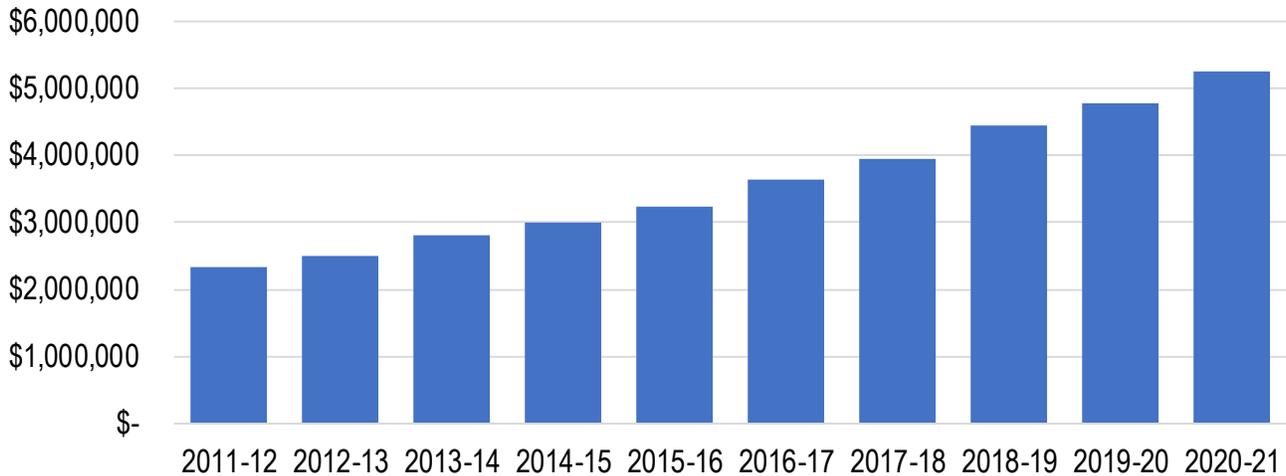
### General Fund Charges for Services

General Fund Charges for services includes billing for Sanitation and Recycling Services. These charges total \$1,096,000 and account for 4% of total revenues. This amount is an increase of 11.5% over last year's projection of \$983,000, the result of new residential and commercial properties utilizing services.

### **Property Taxes**

The collection of Property Taxes accounts for a total of \$5,548,157 or 21.5% of the City's projected revenues. Property within Sanger is appraised annually by the Denton Central Appraisal District. Property Tax revenue is calculated using the appraised values of properties and the property tax rate. Property Taxes are reported in the General Fund and the Debt Service Fund. Projected Property Tax collections are an increase of \$498,642 (9.9%) over the prior year projection of \$5,049,515. Property Tax revenues are expected to continue to rise in future years, the result of continued growth.

### Property Tax Revenues Past 10 Years

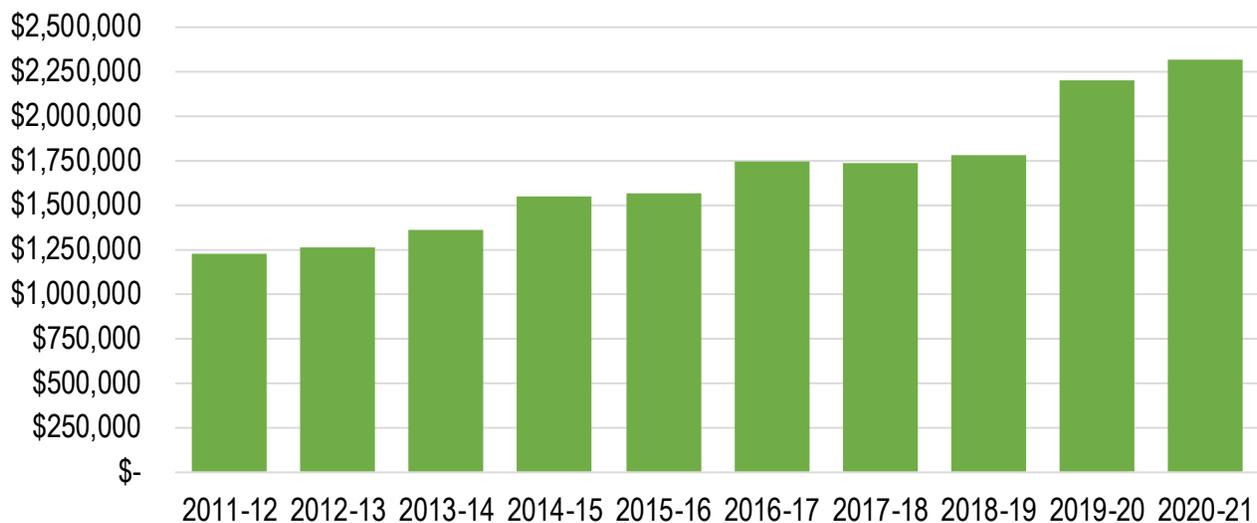


The Sanger City Council approved Ordinance 09-21-21 on September 7, 2021, setting the property tax rate at \$0.633711 per \$100 valuation.

### Sales Taxes

The collection of Sales Taxes accounts for a total of \$2,400,000 (6.3%) of the City’s projected revenues. Sales subject to sales tax are taxed at a total of 8.25% (6.25% to the State of Texas) and 2.0% to the City of Sanger. Projected Sales Taxes for 2021-22 are an increase of 29.7% over those projected for 2020-21 at \$1,850,000. Sales Tax revenues are expected to rise in future years, the result of continued growth.

### Sales Tax Revenues Past 10 Years



### OVERVIEW OF MAJOR EXPENDITURE CATEGORIES

Numerous expenditures are necessary to operate a municipality. Primary categories of expenditures include Salaries & Benefits, Maintenance & Operations, and Capital Expenses. For the 2021-2022 budget, these three categories combined total 82.1% of all expenditures.

### Maintenance and Operations

With a total of \$7,469,903, Maintenance and Operations expenditures account for 20.2% of total expenditures. The bulk of this amount (\$6,891,185 is budgeted in the Enterprise Fund. Major components of this amount are: Electric Wholesale Utility Purchases & Transmission Costs; Electric Franchise Fees; Water Purchases and Utility Demand Charges; Systems Maintenance for Water, Waste Water & Electric.

**Salaries and Benefits**

With a total of \$7,830,900, Salaries and Benefits account for 21.2% of total expenditures. The General Fund accounts for \$4,407,400 of this amount. The General Fund accounts for 68.9 of the City’s 114 budgeted positions

The category of Salaries and Benefits encompasses employee compensation and the City’s portion of Social Security and Medicare taxes, Texas Municipal Retirement System, health insurance and worker’s compensation.

**Capital Expenses**

During the budget process, capital items are identified and considered for inclusion in the budget. These items may be identified by individual City departments, the City Manager, or by the City Council. Capital projects must be clearly defined and the need explained in order to make it into the budget. Through meetings between the City Manager and Directors and in City Council workshops, these projects are discussed. Those projects identified as necessary are then places on a timeline – which will determine in they are included in the current budget or in a future budget. The Capital Projects section of this document explains this in more detail and includes a five-year future schedule of currently planned projects.

With a total of \$15,060,216, Capital Expenditures account for 40.7% of total expenditures. The bulk of this amount (\$13,520,000) is budgeted in the Enterprise Capital Projects Fund. The major components of this amount are \$6,000,000 for the relocation of City utilities along FM 455, \$2,600,000 for the waste water treatment plant outfall pipeline/stream restoration, and \$4,100,000 for the relocation of City utilities along Interstate 35.

	<b>Capital Expense</b>	<b>Amount</b>	<b>Budgetary Impact</b>	<b>Service Level Impact</b>
<b>General Fund</b>	Computer Server and Backup Solution	\$ 32,500	The expected impact on future operations is to reduce IT costs. These items are out of warranty and replacements will be serviced under warranty	Allow the City to maintain the current level of police enforcement.
	Three Police Patrol Vehicles	\$ 193,705	The expected impact on current and future operations is to reduce maintenance costs for patrol units in the Police Department.	Allow the City to maintain the current level of police enforcement.
	Animal Control Vehicle	\$ 60,740	The expected impact on current and future operations is to reduce maintenance costs in the Animal Control Department.	Allow the City to maintain the current level in the Animal Control Department.
	Pickup Truck	\$ 37,044	The expected impact on current and future operations is to reduce maintenance costs in the Streets Department.	Allow the City to maintain the current level of service in the Street Department

	<b>Capital Expense</b>	<b>Amount</b>	<b>Budgetary Impact</b>	<b>Service Level Impact</b>
<b>Enterprise</b>	Pickup Truck	\$ 46,227	The expected impact on current and future operations is to reduce maintenance costs in the Water Department.	Allow the City to maintain the current level of service in the Water Department.
	<b>Fund Total</b>	<b>\$ 46,227</b>		
<b>4B Fund</b>	Porter Park Renovations	\$ 200,000	The expected impact on current and future operations is to reduce maintenance costs for the fields and irrigation systems of the Parks Department.	Allow the City to increase offerings of the Parks Department by hosting more games & tournaments.
	<b>Fund Total</b>	<b>\$ 200,000</b>		
<b>Capital Projects Fund</b>	Technology Upgrade Program	\$ 500,000	The higher investment of funds in the current year will result in lowered maintenance and operating costs for IT and telephony systems in future years.	Will serve to increase operating efficiencies and allow for faster responses to citizens.
	Building Improvements	\$ 200,000	Initial investment in the current year to provide generators for city buildings.	Allow the City to better provide services to citizens during periods of electric outages.
	2021-2022 Street Rehab Program	\$ 270,000	This is phase four of eight phases of a project to renovate/resurface several streets within the City. This project is expected to decrease maintenance costs in the Street Department in current and future budget years.	Allow the City to provide upgraded streets for citizens.

Enterprise Capital Projects Fund		Capital Expense	Amount	Budgetary Impact	Service Level Impact
	Railroad Lift Station		\$ 500,000	Work continues on the design a lift station for the City's sewer system, and it is projected to be completed in the 2024 budget year. This project will not have an impact on current operations; however, it is expected to make operations more efficient.	Allow the City to continue providing waste water service to customers as the Sanger grows.
	Relocation of Utilities along FM 455		\$ 6,000,000	The City will be relocating water, waste water, and electric utilities along FM 455 in anticipation of the state of Texas widening the roadway. There is no projected impact on the current budget. Since this project is replacing some aged infrastructure, it is expected that this will reduce maintenance costs along this road for years to come.	Allow the City to maintain current utility service levels and provide for continued growth of the City.
	WWTP Outfall Pipeline/Stream Restoration		\$ 2,600,000	The City is working with engineers to determine the best option for discharging effluent from the City's waste water treatment plant. A decision will be made between a pipeline or an open stream, which will determine how this project will proceed. Since the specifics of this project are yet to be determined, the expected impact on current and future operations is unknown.	Allow the City to maintain current utility service levels and provide for continued growth of the City.
	Keaton Road Sewer Line		\$ 320,000	This project will upgrade the existing 8" sewer line to a 12" line from S. 5th St./ Keaton Rd. south to Porter Park, It also includes adding two new manholes to the line. Since this is replacing aged infrastructure, it is expected to reduce maintenance costs in future years.	Allow the City to maintain the current level of waste water service to customers.
	Relocation of Utilities along I-35		\$ 4,100,000	The City will be relocating water, waste water, and electric utilities along I-35 in anticipation of the state of Texas widening the roadway. There is no projected impact on the current budget. Since this project is replacing some aged infrastructure, it is expected that this will reduce maintenance costs along this road for years to come.	Allow the City to maintain current utility service levels while allowing for the continued growth of the City.
<b>Fund Total</b>			<b>\$13,520,000</b>		
<b>All Funds Total</b>			<b>\$15,060,216</b>		

Additional details on capital expenditures in the Capital Projects and Enterprise Capital Projects Funds are included in this document beginning on page 153.

## OVERVIEW OF CHANGES IN FUND BALANCE

City funds often will not see a great increase or decrease in Fund Balance in a single year. There are circumstances, however, where a larger increase or decrease in Fund Balance may occur as the result of strategic planning. Changes in Fund Balance are projected to be as follows:

Fund	Projected Beginning Fund Balance, 10/01/2021	Revenues & Other Sources	Expenditures & Other Uses	Projected Ending Fund Balance, 9/30/2022	% Change
General Fund	\$ 10,171,794	10,321,422	10,321,422	\$ 10,171,794	0.0%
Debt Service Fund	\$ 463,803	371,658	385,861	\$ 449,600	-3.1%
Enterprise Fund	\$ 18,894,054	13,127,017	13,127,017	\$ 18,894,054	0.0%
Enterprise Debt Service Fund	\$ 14,783	1,900,000	1,887,391	\$ 27,392	85.3%
Internal Service Fund	\$ (75,341)	3,016,649	3,016,649	\$ (75,341)	0.0%
4A Fund	\$ 2,866,001	610,000	133,476	\$ 3,342,525	16.6%
4B Fund	\$ 1,880,101	610,000	565,375	\$ 1,924,726	2.4%
Capital Projects Fund	\$ 2,276,283	1,328,511	970,000	\$ 2,634,794	15.7%
Enterprise Capital Projects Fund	\$ 20,864,320	808,571	13,520,000	\$ 8,152,891	-60.9%
Special Revenue Funds	\$ 2,081,483	632,100	37,000	\$ 2,676,583	28.6%
<b>Total</b>	<b>\$ 59,437,281</b>	<b>\$ 32,725,928</b>	<b>\$ 43,964,191</b>	<b>\$ 48,199,018</b>	<b>-18.9%</b>

### Enterprise Debt Service Fund

For the budget year, the Enterprise Debt Service Fund is projected to have an increase in Fund Balance of \$12,609 (85.3%). Debt service function for the Enterprise Fund was set apart last year and while the percentage is high, the dollar amount is not.

### 4A Fund

For the budget year, the 4A Fund is projected to have an increase in Fund Balance of \$319,774 (16.6%). The 4A Corporation is managed by a Board of Directors made up of area residents appointed by the City Council. Type A funds come from a ½ cent sales tax and can only be used for specific economic development activities. 4A is minimizing expenditures in the current year to allow for use of the funds in future years.

### Capital Projects Fund

The Capital Projects Fund is projecting a 15.7% increase (\$358,511) in Fund Balance this year. The funds will be utilized in future years on additional projects, primarily the continued rehabilitation of various streets throughout the City and rebuilding and expanding Marion Road.

### Enterprise Capital Projects Fund

The Enterprise Capital Projects Fund is projecting a decrease in Fund Balance of \$12,711,429 (-60.9%). The relocation of utilities along FM 455 and I-35 are massive projects which will use a large portion of fund balance, earmarked for this specific purpose.

### Special Revenue Funds

The Special Revenue Funds are projecting an overall increase in Fund Balance of \$595,100 (28.6%). The majority of this increase is a \$300,000 projected increase in the General Storm Recovery Fund and a \$250,000 increase in the Roadway Impact Fee Fund. The monies in the General Storm Recovery Fund will be used for repairs to City-owned property from damage caused by future storms. The monies in the Roadway Impact Fee Fund will be used for future neighborhood development projects.

# CHANGES FROM PROPOSED BUDGET TO ADOPTED BUDGET

## General Fund

	Proposed Budget	Adopted Budget	Change
Property Tax	4,688,566	5,318,999	630,433
Contract Services	88,454	158,454	70,000
Transfers to Capital Projects Fund	760,138	1,318,511	558,373
Transfer to Internal Service Fund	1,204,600	1,206,660	2,060

The initial proposed budget was conservative, and following final projections for property tax revenues, Property Tax was increased \$630,433 accordingly. This additional revenue was used to increase Contract Services in the Development Services Department \$70,000; to increase transfers to the Capital Projects Fund by \$558,373 to provide for future projects; and to the Internal Service Fund by \$2,060 for additional changes noted below in the fund.

## Enterprise Fund

	Proposed Budget	Adopted Budget	Change
Supplies & Materials	20,000	35,000	15,000
Transfer to Internal Service Fund	1,806,899	1,809,989	3,090
Transfer to Enterprise Capital Projects Fund	96,661	78,571	(18,090)

There were no changes to revenues between the proposed and adopted versions of the budget. There was a need to increase Supplies & Materials in the Waste Water Department by \$15,000 to cover rising costs and to the Internal Service Fund by \$3,090 for additional changes noted below in the fund. These increases were offset by decreasing the Transfer to Enterprise Capital Projects Fund by \$18,090.

## Enterprise Fund

	Proposed Budget	Adopted Budget	Change
Transfer from General Fund	1,204,600	1,206,660	2,060
Transfer from Enterprise Fund	1,806,899	1,809,989	3,090
Contract Services	182,500	184,500	2,000
Contract Services	15,200	18,350	3,150

To provide adequate funding for updated projections, Contract Services was increase by \$2,000 in the Mayor & Council Department and by \$3,150 in the Administration Department. These increased amounts required increasing the Transfers from the General Fund by \$2,060 and from the Enterprise Fund by \$3,090.

## Capital Projects Fund

	Proposed Budget	Adopted Budget	Change
Transfer from General Fund	760,138	1,318,511	558,373

As noted for the General Fund above, Transfers were increased \$558,373 to provide funding for future projects.

## Enterprise Capital Projects Fund

	Proposed Budget	Adopted Budget	Change
Transfer from Enterprise Fund	96,661	78,571	(18,090)

As noted for the Enterprise Fund above, Transfers were decreased \$18,090 to provide adequate funding for other expenditures.

# COMBINED FUNDS BUDGET SUMMARY (DETAILED)

## COMBINED SUMMARY OF REVENUES, EXPENDITURES AND CHANGES TO FUND BALANCE FOR ALL FUNDS SUBJECT TO APPROPRIATION

	General Fund	Debt Service Fund	Enterprise Fund	Enterprise Debt Service Fund	Internal Service Fund
<b>Beginning Fund Balance</b>	10,171,794	463,803	18,894,054	14,783	(75,341)
<b>Revenues</b>					
Property Tax	5,393,999	154,158	-	-	-
Sales & Mixed Drink Tax	1,207,000	-	-	-	-
Franchise Fees	971,463	-	-	-	-
Charges for Services	1,096,000	-	12,605,517	-	-
Fees	741,625	-	220,000	-	-
Licenses & Permits	424,000	-	-	-	-
Fines	153,300	-	-	-	-
Intergovernmental	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Interest Income	100,000	5,000	200,000	-	-
Miscellaneous	87,500	-	101,500	-	-
<b>Total Revenues</b>	<b>10,174,887</b>	<b>159,158</b>	<b>13,127,017</b>	<b>-</b>	<b>-</b>
<b>Other Sources</b>					
Transfers In	146,535	212,500	-	1,900,000	3,016,649
<b>Total Other Sources</b>	<b>146,535</b>	<b>212,500</b>	<b>-</b>	<b>1,900,000</b>	<b>3,016,649</b>
<b>Total Revenues/Sources</b>	<b>10,321,422</b>	<b>371,658</b>	<b>13,127,017</b>	<b>1,900,000</b>	<b>3,016,649</b>
<b>Expenditures</b>					
Salaries & Benefits	4,407,400	-	1,454,500	-	1,854,600
Supplies & Materials	411,724	-	119,700	-	133,249
Maintenance & Operations	462,967	-	6,891,185	-	109,550
Contract Services	1,627,561	-	419,545	-	805,500
Utilities	93,275	-	308,300	-	113,750
Capital Expenses	323,989	-	46,227	-	-
Debt Service	51,535	334,326	4,000	1,887,391	-
Court Costs	61,800	-	-	-	-
Grant Expenses	56,000	-	-	-	-
<b>Total Expenditures</b>	<b>7,496,251</b>	<b>334,326</b>	<b>9,243,457</b>	<b>1,887,391</b>	<b>3,016,649</b>
<b>Other Uses</b>					
Transfers Out	2,825,171	51,535	3,883,560	-	-
<b>Total Other Uses</b>	<b>2,825,171</b>	<b>51,535</b>	<b>3,883,560</b>	<b>-</b>	<b>-</b>
<b>Total Expenses/Uses</b>	<b>10,321,422</b>	<b>385,861</b>	<b>13,127,017</b>	<b>1,887,391</b>	<b>3,016,649</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>-</b>	<b>(14,203)</b>	<b>-</b>	<b>12,609</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>10,171,794</b>	<b>449,600</b>	<b>18,894,054</b>	<b>27,392</b>	<b>(75,341)</b>

	4A Fund	4B Fund	Capital Projects Fund	Enterprise Capital Projects Fund	Special Revenue Funds	Total
<b>Beginning Fund Balance</b>	2,866,001	1,880,101	2,276,283	20,864,320	2,081,483	59,437,281
<b>Revenues</b>						
Property Tax	-	-	-	-	-	5,548,157
Sales & Mixed Drink Tax	600,000	600,000	-	-	-	2,407,000
Franchise Fees	-	-	-	-	-	971,463
Charges for Services	-	-	-	-	-	13,701,517
Fees	-	-	-	680,000	260,000	1,901,625
Licenses & Permits	-	-	-	-	-	424,000
Fines	-	-	-	-	14,250	167,550
Intergovernmental	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-
Interest Income	10,000	10,000	10,000	50,000	17,850	402,850
Miscellaneous	-	-	-	-	40,000	229,000
<b>Total Revenues</b>	610,000	610,000	10,000	730,000	332,100	25,753,162
<b>Other Sources</b>						
Transfers In	-	-	1,318,511	78,571	300,000	6,972,766
<b>Total Other Sources</b>	-	-	1,318,511	78,571	300,000	6,972,766
<b>Total Revenues/Sources</b>	610,000	610,000	1,328,511	808,571	632,100	32,725,928
<b>Expenditures</b>						
Salaries & Benefits	56,700	56,700	-	-	1,000	7,830,900
Supplies & Materials	33,000	17,400	-	-	10,500	725,573
Maintenance & Operations	5,601	600	-	-	-	7,469,903
Contract Services	38,175	28,175	-	-	25,500	2,944,456
Utilities	-	-	-	-	-	515,325
Capital Expenses	-	200,000	970,000	13,520,000	-	15,060,216
Debt Service	-	-	-	-	-	2,277,252
Court Costs	-	-	-	-	-	61,800
Grant Expenses	-	50,000	-	-	-	106,000
<b>Total Expenditures</b>	133,476	352,875	970,000	13,520,000	37,000	36,991,425
<b>Other Uses</b>						
Transfers Out	-	212,500	-	-	-	6,972,766
<b>Total Other Uses</b>	-	212,500	-	-	-	6,972,766
<b>Total Expenses/Uses</b>	133,476	565,375	970,000	13,520,000	37,000	43,964,191
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	476,524	44,625	358,511	(12,711,429)	595,100	(11,238,263)
<b>Ending Fund Balance</b>	3,342,525	1,924,726	2,634,794	8,152,891	2,676,583	48,199,018

# COMBINED FUNDS BUDGET SUMMARY

## COMBINED BUDGET SUMMARY

### FOR ALL FUNDS SUBJECT TO APPROPRIATION

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>32,576,326</b>	<b>35,110,025</b>	<b>35,110,025</b>	<b>59,437,281</b>
<b>Revenues</b>				
Property Tax	4,768,162	5,049,515	5,243,765	5,548,157
Sales & Mixed Drink Tax	2,202,815	1,856,500	2,327,310	2,407,000
Franchise Fees	897,224	932,952	910,840	971,463
Charges for Services	12,064,467	12,987,213	13,075,092	13,701,517
Fees	2,330,542	1,882,000	2,064,642	1,901,625
Licenses & Permits	453,879	344,500	466,076	424,000
Fines	79,927	85,066	162,132	167,550
Intergovernmental	7,293	-	-	-
Bond Proceeds	-	5,000,000	18,615,000	-
Interest Income	417,973	378,250	470,772	402,850
Miscellaneous	728,763	211,000	1,272,186	229,000
<b>Total Revenues</b>	<b>23,951,045</b>	<b>28,726,996</b>	<b>44,607,815</b>	<b>25,753,162</b>
<b>Other Sources</b>				
Transfers In	3,781,056	6,182,319	6,047,976	6,972,766
<b>Total Other Sources</b>	<b>3,781,056</b>	<b>6,182,319</b>	<b>6,047,976</b>	<b>6,972,766</b>
<b>Total Revenues/Sources</b>	<b>27,732,101</b>	<b>34,909,315</b>	<b>50,655,791</b>	<b>32,725,928</b>
<b>Expenditures</b>				
Salaries & Benefits	5,839,004	6,793,376	6,073,405	7,830,900
Supplies & Materials	463,785	688,452	568,854	725,573
Maintenance & Operations	6,616,757	6,997,396	6,514,766	7,469,903
Contract Services	2,141,919	2,595,510	2,296,444	2,944,456
Utilities	458,373	506,100	465,811	515,325
Capital Expenses	3,381,127	7,929,941	1,634,390	15,060,216
Debt Service	2,430,302	2,583,418	2,591,176	2,277,252
Court Costs	17,078	20,849	56,198	61,800
Grant Expenses	15,376	315,000	254,354	106,000
<b>Total Expenditures</b>	<b>21,363,721</b>	<b>28,430,042</b>	<b>20,455,398</b>	<b>36,991,425</b>
<b>Other Uses</b>				
Transfers Out	3,834,681	6,033,672	5,873,137	6,972,766
<b>Total Other Uses</b>	<b>3,834,681</b>	<b>6,033,672</b>	<b>5,873,137</b>	<b>6,972,766</b>
<b>Total Expenses/Uses</b>	<b>25,198,402</b>	<b>34,463,714</b>	<b>26,328,535</b>	<b>43,964,191</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>2,533,699</b>	<b>445,601</b>	<b>24,327,256</b>	<b>(11,238,263)</b>
<b>Ending Fund Balance</b>	<b>35,110,025</b>	<b>35,555,626</b>	<b>59,437,281</b>	<b>48,199,018</b>

# FUNDS IN DETAIL

# General Fund

## OVERVIEW

The General Fund is the principle operating fund for resources (revenues) and uses of resources (expenditures) for what are generally recognized as governmental functions and services. In general, all activities are recorded in this fund unless there is a managerial or legal reason for it to be recorded in another fund.

The General Fund receives revenues from property taxes, sales taxes, franchise fees, fines, fees for service, interest income and other miscellaneous general revenue sources.

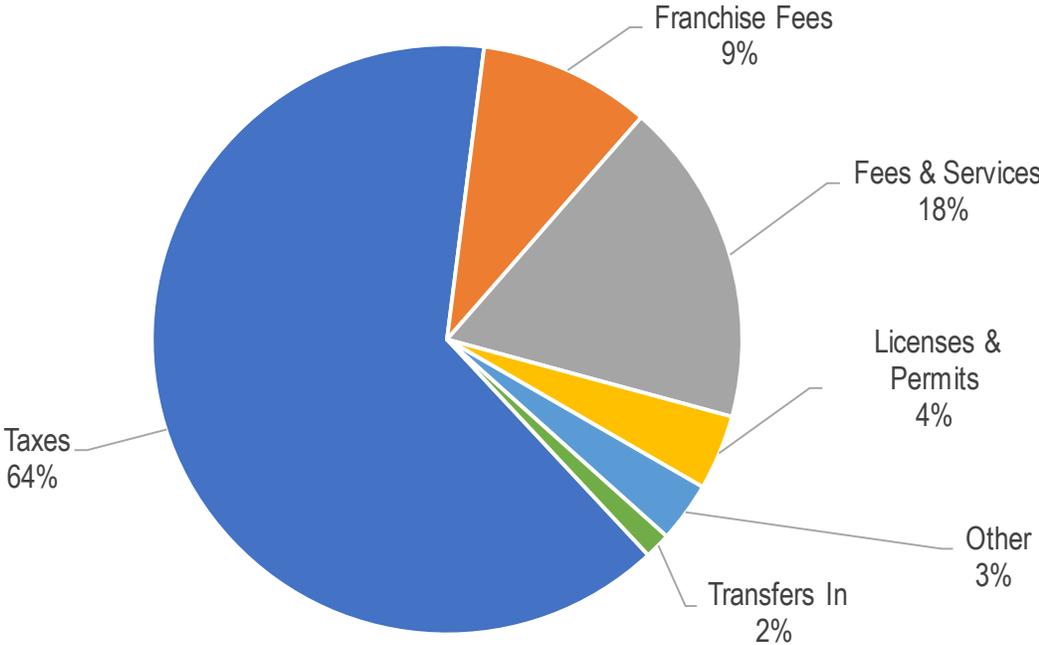
The General Fund includes these departments:

- Police
- Animal Control
- Fire
- Municipal Court
- Development Services
- Streets
- Parks
- Recreation
- Library
- Solid Waste

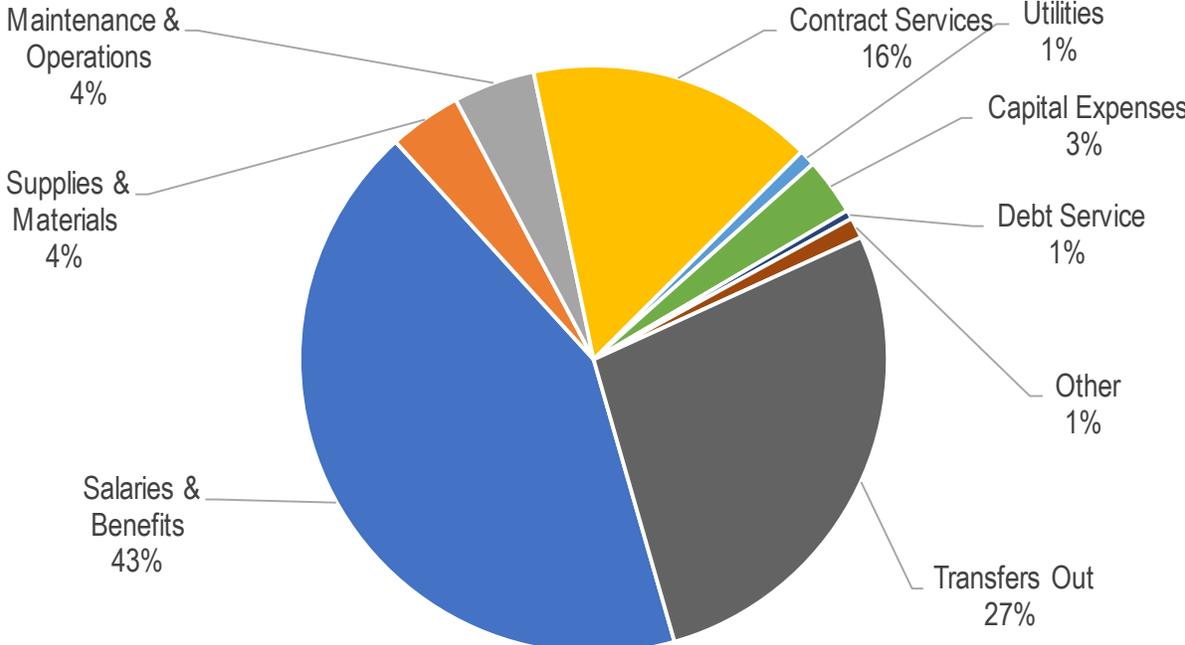
The basis of accounting for the General Fund for both financial reporting and budgeting is the modified accrual basis.

**GENERAL FUND BUDGET SUMMARY**

**GENERAL FUND REVENUES**



**GENERAL FUND EXPENDITURES**



## GENERAL FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>5,522,209</b>	<b>7,546,437</b>	<b>7,546,437</b>	<b>10,171,794</b>
<b>Revenues</b>				
Taxes	5,257,867	5,382,118	5,724,880	6,600,999
Franchise Fees	897,224	932,952	910,840	971,463
Solid Waste	967,426	983,000	1,027,608	1,096,000
Licenses & Permits	453,879	344,500	466,076	424,000
Fines	68,267	74,466	147,322	153,300
Fire & EMS	664,791	585,000	782,674	635,000
Police & Animal Control	55,849	60,350	62,599	61,450
Parks & Recreation	10,489	21,100	10,510	21,100
Library	20,536	23,050	18,241	24,075
Interest Income	18,597	18,000	15,160	100,000
Miscellaneous	560,676	84,500	1,147,065	87,500
<b>Total General Fund Revenues</b>	<b>8,975,601</b>	<b>8,509,036</b>	<b>10,312,975</b>	<b>10,174,887</b>
<b>Other Sources</b>				
Transfers In	136,535	136,535	136,535	146,535
<b>Total Other Sources</b>	<b>136,535</b>	<b>136,535</b>	<b>136,535</b>	<b>146,535</b>
<b>Total Revenues/Sources</b>	<b>9,112,136</b>	<b>8,645,571</b>	<b>10,449,510</b>	<b>10,321,422</b>
<b>Expenditures</b>				
Salaries & Benefits	3,306,949	3,976,700	3,498,576	4,407,400
Supplies & Materials	267,351	389,173	302,909	411,724
Maintenance & Operations	265,363	370,767	330,167	462,967
Contract Services	1,237,095	1,504,613	1,346,916	1,627,561
Utilities	77,250	89,800	77,325	93,275
Capital Expenses	558,138	120,500	113,754	323,989
Debt Service	51,535	51,536	51,535	51,535
Court Costs	17,078	20,849	56,198	61,800
Grant Expenses	5,376	265,000	254,354	56,000
<b>Total Expenditures</b>	<b>5,786,135</b>	<b>6,788,938</b>	<b>6,031,734</b>	<b>7,496,251</b>
<b>Other Uses</b>				
Transfers Out	1,301,773	1,856,633	1,792,419	2,825,171
<b>Total Other Uses</b>	<b>1,301,773</b>	<b>1,856,633</b>	<b>1,792,419</b>	<b>2,825,171</b>
<b>Total Expenses/Uses</b>	<b>7,087,908</b>	<b>8,645,571</b>	<b>7,824,153</b>	<b>10,321,422</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>				
	2,024,228	-	2,625,357	-
<b>Ending Fund Balance</b>	<b>7,546,437</b>	<b>7,546,437</b>	<b>10,171,794</b>	<b>10,171,794</b>

## GENERAL FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Taxes</b>				
Property Tax	4,106,852	4,400,618	4,631,947	5,318,999
Delinquent Prop. Tax	(13,564)	25,000	13,607	25,000
Penalty & Interest Prop. Tax	60,054	25,000	24,224	50,000
Sales Tax	1,098,289	925,000	1,045,652	1,200,000
Mixed Drink Tax	6,236	6,500	9,450	7,000
<b>Total Taxes</b>	<b>5,257,867</b>	<b>5,382,118</b>	<b>5,724,880</b>	<b>6,600,999</b>
<b>Franchise Fees</b>				
Century Link	3,896	5,500	0	5,500
ATMOS	47,401	49,000	47,931	48,000
Suddenlink	42,741	42,000	28,729	42,000
Nortex	0	0	2,978	2,200
COSERV	108,725	120,000	112,493	120,000
Water	111,119	115,048	115,048	119,134
Sewer	109,979	114,004	114,004	140,229
Sanger Electric	404,024	410,400	410,400	410,400
Progressive	54,415	53,000	55,679	55,000
Roll-offs	10,863	12,000	16,864	17,000
ROW fees	4,061	12,000	6,714	12,000
<b>Total Franchise Fees</b>	<b>897,224</b>	<b>932,952</b>	<b>910,840</b>	<b>971,463</b>
<b>Solid Waste</b>				
Sanitation Billing	958,041	972,000	1,017,825	1,085,000
Sanitation Penalties	9,385	11,000	9,783	11,000
<b>Total Solid Waste</b>	<b>967,426</b>	<b>983,000</b>	<b>1,027,608</b>	<b>1,096,000</b>
<b>Licenses &amp; Permits</b>				
Building Permits	399,303	250,000	341,588	325,000
Zoning and Plats	21,333	20,000	9,409	20,000
Engineering Inspection Fee	2,040	30,000	52,455	30,000
Civil Plan Review Fees	1,751	20,000	35,304	20,000
Street Cut Permit	1,020	1,000	120	1,000
Health Permits	16,022	17,500	14,513	17,500
Fire Alarm/Sprinkler	10,225	500	10,587	7,500
AC & Mechanical	75	1,500	0	0
Irrigation	0	1,000	0	0
Solicitor Permits	550	0	550	0
RV Park Annual Permit	1,500	1,500	1,550	1,500
Beer & Wine Permit	60	1,500	0	1,500
<b>Total Licenses &amp; Permits</b>	<b>453,879</b>	<b>344,500</b>	<b>466,076</b>	<b>424,000</b>

## GENERAL FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
Fines				
Default/Court	429	645	605	600
Restitution Fee	0	8	0	0
Judicial Fee- County-JFCT	548	2,098	219	300
Judicial Fee-City	61	240	24	100
Teen Court	18	0	59	100
Expunction Fee	0	11	0	0
State Traffic Fee	5,580	4,432	15,750	17,800
Consolidated Court Fee	15,053	15,542	37,969	38,800
State Jury Fee	406	1,566	160	200
Child Safety Court Cost	425	550	1,417	2,000
Insurance & Dismissal Fees	80	170	160	200
Special Expense Fee	8,364	12,732	18,332	20,900
Truancy Prevention Fund	1,072	767	3,012	3,100
Fines	25,047	25,382	52,744	51,200
Impound Fees	0	120	0	0
Warrant Fees	3,200	2,418	4,397	4,500
Arrest Fees	1,208	1,285	2,695	2,800
Traffic Code	357	432	953	0
Civil Justice Fee	5	20	7	100
Defensive Driving Fee	210	320	650	800
Time Payment Local	175	288	558	0
Municipal Service Bureau	4,541	3,087	5,881	6,100
Time Payment State	175	288	150	200
Truancy Defensive Fund	203	775	80	100
TLFTA1	740	860	900	900
TLFTA2	222	258	360	400
TLFTA3	148	172	240	300
<b>Total Fines</b>	<b>68,267</b>	<b>74,466</b>	<b>147,322</b>	<b>153,300</b>
Fire & EMS				
Fire Denton Co. Interlocal	10,000	10,000	10,000	10,000
EMS Denton Co. Interlocal	321,645	250,000	193,800	250,000
Emergicon Revenue	316,393	325,000	395,219	325,000
Texas Supplemental Amb	16,753	0	183,655	50,000
<b>Total Fire &amp; EMS</b>	<b>664,791</b>	<b>585,000</b>	<b>782,674</b>	<b>635,000</b>

## GENERAL FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Police and Animal Control</b>				
Animal Control Fees	1,050	1,250	1,025	1,250
Mowing Fees	8,224	10,000	13,941	10,000
Police Fees	2,084	3,000	2,961	3,000
Sanger ISD Resource Officer	44,491	44,900	44,672	46,000
State Reimbursements	0	1,200	0	1,200
<b>Total Police and Animal Control</b>	<b>55,849</b>	<b>60,350</b>	<b>62,599</b>	<b>61,450</b>
<b>Parks &amp; Recreation</b>				
Community Center Fees	6,310	10,000	5,715	10,000
Park & Ballfield Revenues	1,794	6,700	4,175	6,700
Tournament Fees	1,000	1,200	0	1,200
Special Events	600	2,000	0	2,000
Church Rental Fees	785	1,200	620	1,200
<b>Total Parks and Recreation</b>	<b>10,489</b>	<b>21,100</b>	<b>10,510</b>	<b>21,100</b>
<b>Library</b>				
Library Misc.	206	75	284	200
Library Fines	73	200	4	0
Library Copies	1,300	3,000	872	3,000
Inter Library loan	29	1,500	3	1,500
Library Cards	35	75	17	75
Lost Books	163	400	161	400
Yoga Class Charges	2,030	2,000	0	2,000
Denton Co Interlocal Agreement	16,700	15,800	16,900	16,900
<b>Total Library</b>	<b>20,536</b>	<b>23,050</b>	<b>18,241</b>	<b>24,075</b>
Interest Income	18,597	18,000	15,160	100,000
<b>Interest Income</b>	<b>18,597</b>	<b>18,000</b>	<b>15,160</b>	<b>100,000</b>

## GENERAL FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
Miscellaneous Income				
Rental Income	20,352	22,500	19,620	22,500
Misc. Income GF	11,565	12,000	16,862	15,000
Proceeds from Sale of Assets	9,523	25,000	6	25,000
Insurance Damage Reimbursement	75,330	25,000	28,744	25,000
COVID-19 Funding	443,906	0	1,081,833	0
Construction Income	0	0	0	0
<b>Total Miscellaneous</b>	<b>560,676</b>	<b>84,500</b>	<b>1,147,065</b>	<b>87,500</b>
<b>Total General Fund Revenues</b>	<b>8,975,601</b>	<b>8,509,036</b>	<b>10,312,975</b>	<b>10,174,887</b>
Other Sources				
PILOT from EF	85,000	85,000	85,000	95,000
From DSF	51,535	51,535	51,535	51,535
<b>Total Transfers</b>	<b>136,535</b>	<b>136,535</b>	<b>136,535</b>	<b>146,535</b>
<b>Total General Fund Revenues/Sources</b>	<b>9,112,136</b>	<b>8,645,571</b>	<b>10,449,510</b>	<b>10,321,422</b>



# Police

The City of Sanger Police Department provides law enforcement services for the City. It is tasked with upholding and protecting the safety and security of citizens and visitors to the City of Sanger.

## Mission Statement

To enhance the quality of life in the City through a proactive and professional level of police service; to maintain a strong commitment to excellence; to ensure safety through integrity, trust, and accountability; to treat all persons with respect, dignity, and equality; and to build partnerships with the community to meet current and future challenges.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Ordinances Passed by Council	26	37	33
Resolutions Approved by Council	11	12	12
Proclamations Approved by Council	4	5	5
Plats Approved by Council	11	21	26

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

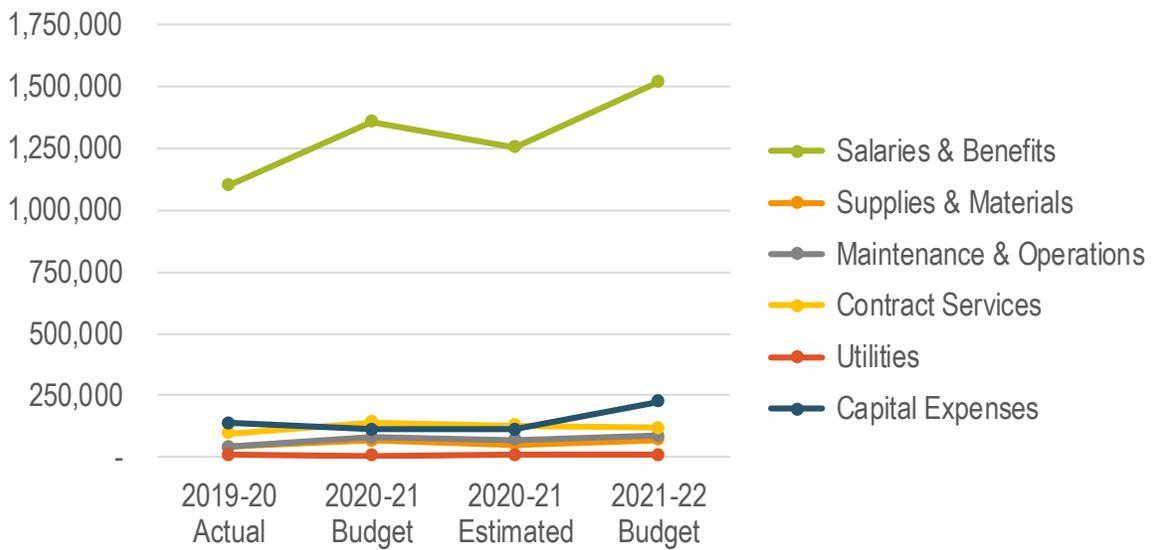
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Police Chief	1	1	1
Lieutenant	1	1	1
Sergeant	2	2	2
Detective	1	1	1
Police Officer	10	10	11
Administrative Assistant	1	1	1
<b>Total Budgeted Positions</b>	<b>16</b>	<b>16</b>	<b>17</b>

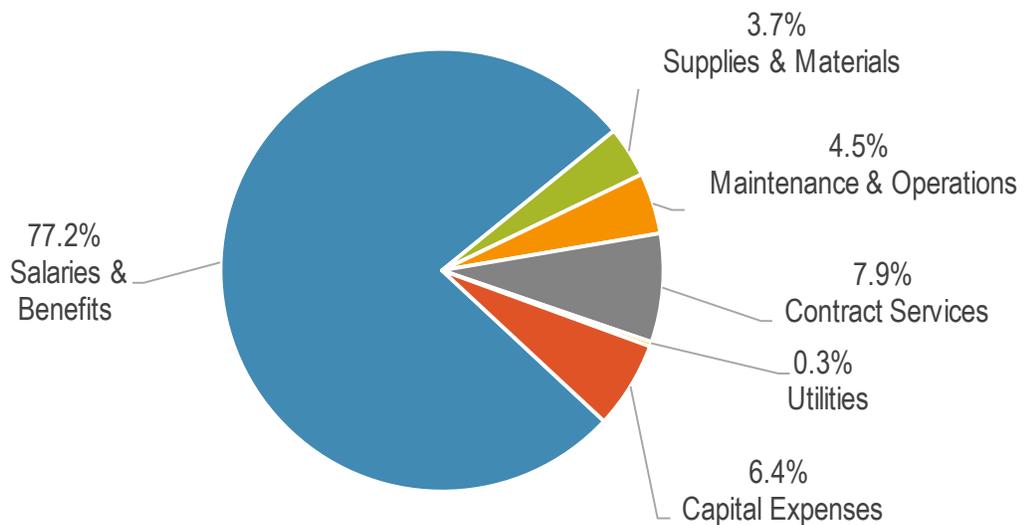
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	1,100,978	1,358,800	1,254,831	1,517,800	159,000	11.70%
Supplies & Materials	40,795	66,818	50,935	70,500	3,682	5.51%
Maintenance & Operations	41,683	80,000	70,466	85,500	5,500	6.88%
Contract Services	96,616	141,946	127,875	120,443	(21,503)	-15.15%
Utilities	8,226	6,000	8,051	9,000	3,000	50.00%
Capital Expenses	137,702	114,000	113,754	226,205	112,205	98.43%
<b>Total Department Budget</b>	<b>1,426,000</b>	<b>1,767,564</b>	<b>1,625,912</b>	<b>2,029,448</b>	<b>261,884</b>	<b>14.82%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Animal Control

The City of Sanger Animal Control provides for the safety of the public through the control of wild and domesticated animals. It is also charged with providing for the welfare of animals within the City. Animal control is responsible for the adoption of abandoned and surrendered animals. Animal control operates under the supervision of the Police Chief.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

*\*Activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

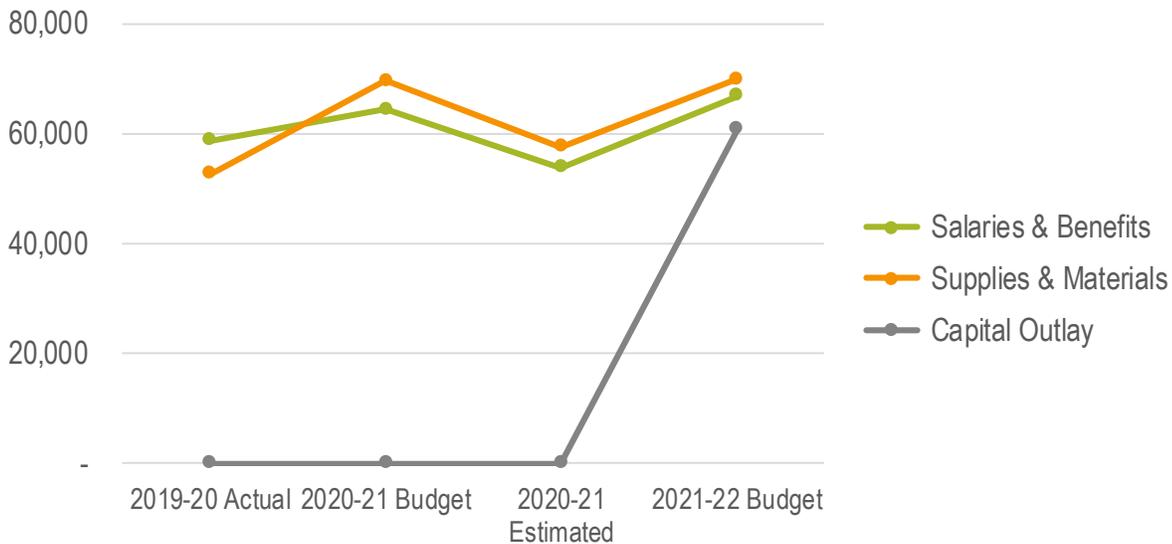
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Animal Control Officer	1	1	1
<b>Total Budgeted Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>

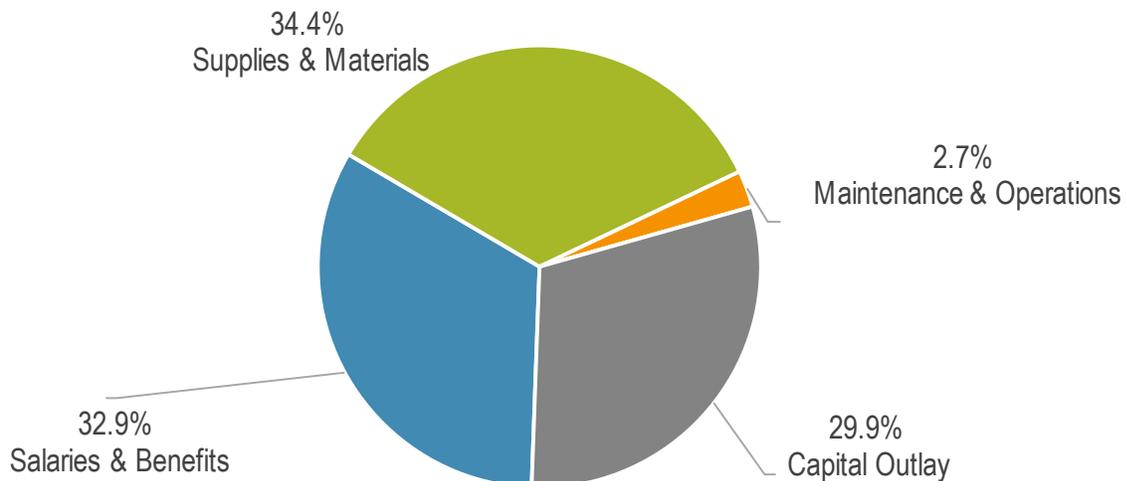
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	58,667	64,400	53,870	66,800	2,400	3.73%
Supplies & Materials	52,595	69,500	57,521	69,900	400	0.58%
Maintenance & Operations	2,804	5,500	2,897	5,500	-	0.00%
Capital Outlay	-	-	-	60,740	60,740	-
<b>Total</b>	<b>114,066</b>	<b>139,400</b>	<b>114,288</b>	<b>202,940</b>	<b>63,540</b>	<b>45.58%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Fire

The City of Sanger Fire Department is responsible for all facets of fire suppression and prevention within the City and surrounding area of the county. It is a combination department made up of paid staff and volunteers. The fire station is staffed around the clock for rapid response to emergencies. Other duties include rescue, emergency medical services and public education.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
False Alarms	74	76	55
Good Intent	132	132	295
Service Calls	483	366	305
Service Class	25	7	26
Emergency Medical Incidents	1,128	1,041	993
Explosion	3	0	1
Fires	108	44	76

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

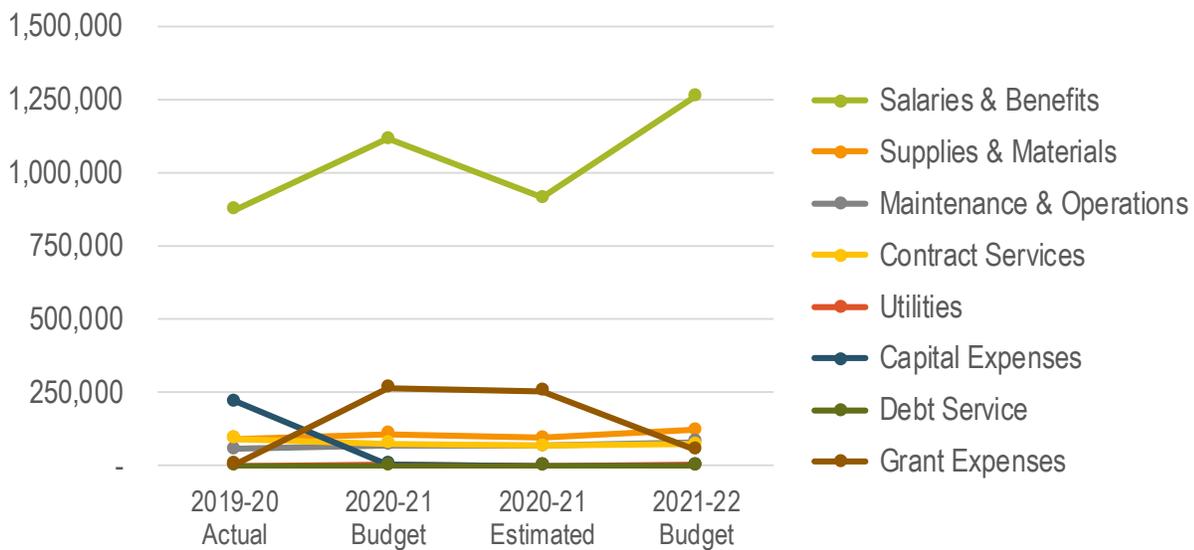
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Fire Chief (Part-time)	1	1	1
Fire Marshall/Inspector	0	1	1
Lieutenant	2	2	3
Firefighter/Paramedic	7	7	9
Firefighter/Paramedic (Part-time)	23	23	21
<b>Total Budgeted Positions</b>	<b>33</b>	<b>34</b>	<b>35</b>

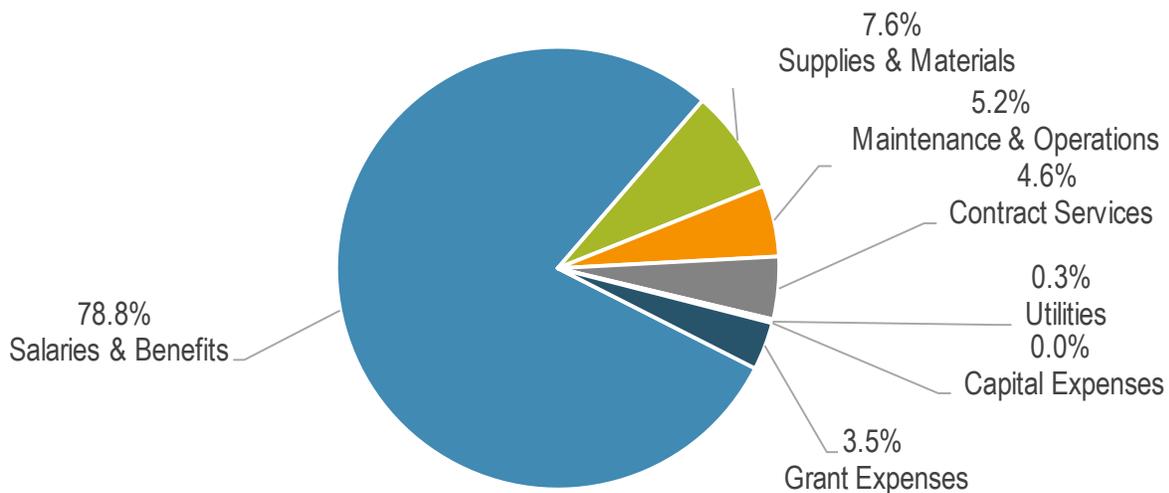
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	873,189	1,114,000	912,992	1,260,800	146,800	13.18%
Supplies & Materials	93,157	108,900	96,378	121,850	12,950	11.89%
Maintenance & Operations	58,029	72,400	67,691	83,200	10,800	14.92%
Contract Services	94,084	77,363	67,130	73,114	(4,249)	-5.49%
Utilities	1,456	4,200	1,094	4,200	-	0.00%
Capital Expenses	220,570	6,500	-	-	(6,500)	-100.00%
Debt Service	-	-	-	-	-	-
Grant Expenses	5,376	265,000	254,354	56,000	(209,000)	-78.87%
<b>Total</b>	<b>1,345,861</b>	<b>1,648,363</b>	<b>1,399,639</b>	<b>1,599,164</b>	<b>(49,199)</b>	<b>-144.37%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Municipal Court

The City of Sanger Municipal Court is responsible for the adjudication of criminal matters arising from events occurring within the City. The Municipal Court tracks and collects fines and warrants, holds court to adjudicate cases and renders fines to the appropriate state agency.

## GOALS FOR 2021-2022

- The main goal is to become Court of Record. Becoming court of record gives the court more authority over city ordinances such as code violation; it keeps cases from easily being appealed to the county and; it would be a great asset for the police department as far as obtaining warrants.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Citations Filed	1,032	516	635
Deferred Disposition Requests	144	41	161
Driver Safety Course Requests	56	17	38
Deferred Dispositions	150	41	113
Cases Closed by Driver Safety Courses	58	17	32
Full Payment/Time Served	443	219	267

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

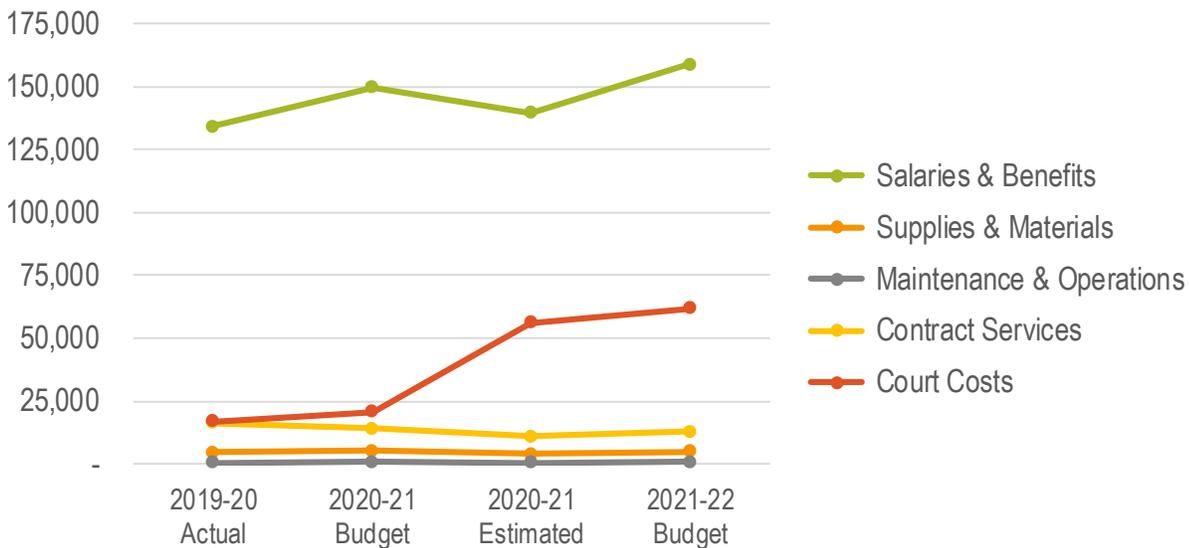
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Court Clerk	1	1	1
Deputy Court Clerk	1	1	1
Municipal Judge (Part-Time)	2	2	2
<b>Total Budgeted Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>

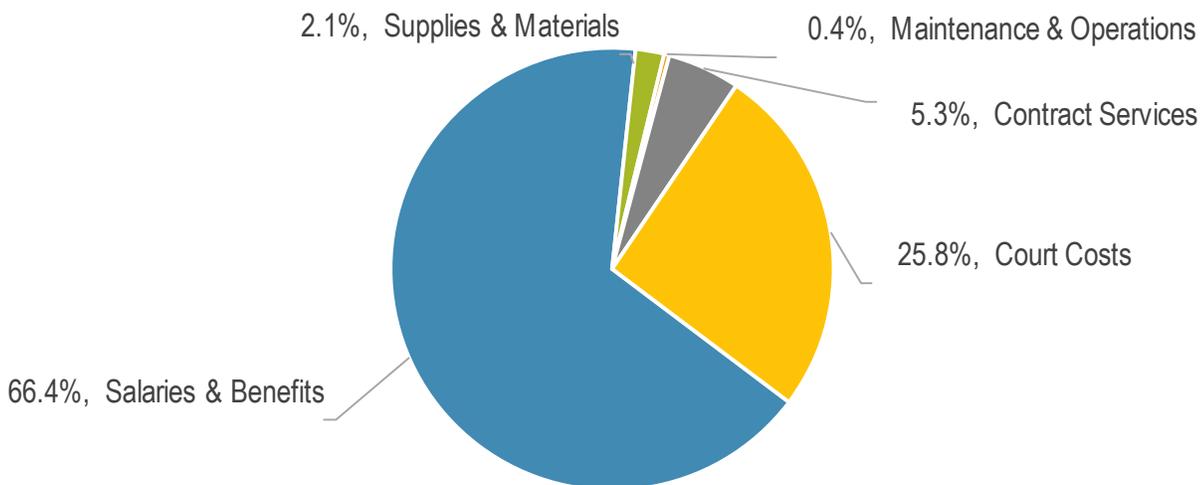
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	134,309	149,700	139,619	159,000	\$9,300	6.21%
Supplies & Materials	4,726	5,400	3,933	5,000	(\$400)	-7.41%
Maintenance & Operations	840	900	840	900	\$0	0.00%
Contract Services	16,246	14,000	10,853	12,700	(\$1,300)	-9.29%
Court Costs	17,078	20,849	56,198	61,800	\$40,951	196.42%
<b>Total</b>	<b>173,199</b>	<b>190,849</b>	<b>211,443</b>	<b>239,400</b>	<b>48,551</b>	<b>25.44%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Development Services

The City of Sanger Development Services Department issues business related permits and provides inspection services for both new and existing construction. Development Services also reviews and approves construction plans and documents and works with builders and property owners on development issues. Development Services is also responsible for planning and zoning and provides support for the planning and zoning commission. Development Services maintains the comprehensive master plan, zoning maps and city limits maps and files the necessary documents with the County.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Encourage the establishment of new businesses and the expansion of existing businesses in Sanger.
- Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Residential Permits Issued	182	235	118
Residential Inspections Performed	3,107	3,035	1,664
Commercial Permits Issued	23	23	12
Commercial Inspections Performed	536	467	476
Miscellaneous Permits Issued	473	389	362
Miscellaneous Inspections Performed	779	782	602

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

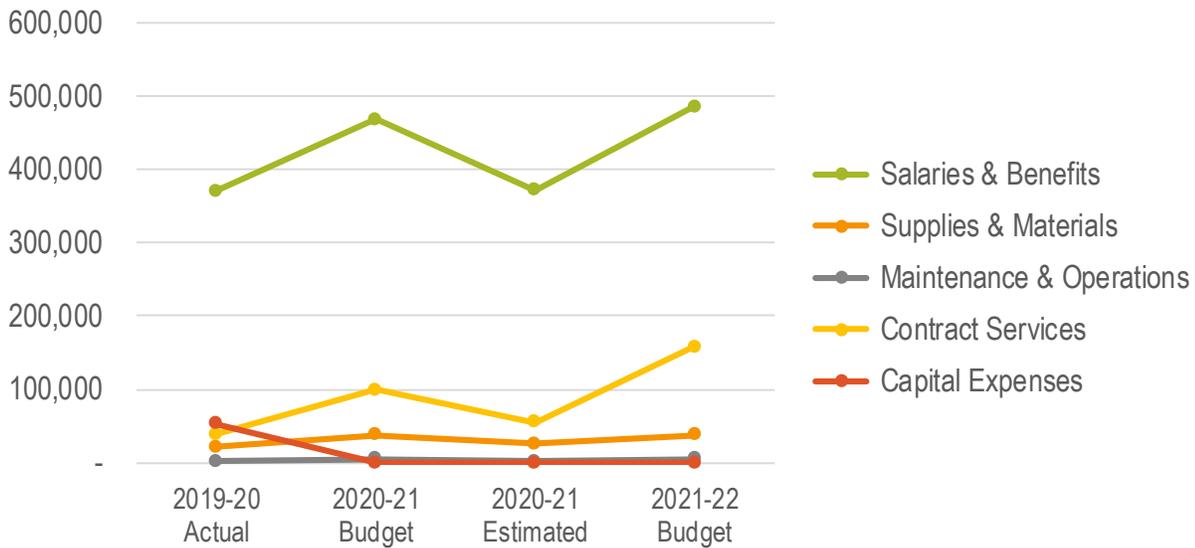
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Development Service Director	1	1	1
Building Inspector	1	1	1
Planner	1	1	1
Plans Examiner	1	1	1
Community Enhancement Officer	1	1	1
Permit Technician	1	1	1
<b>Total Budgeted Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>

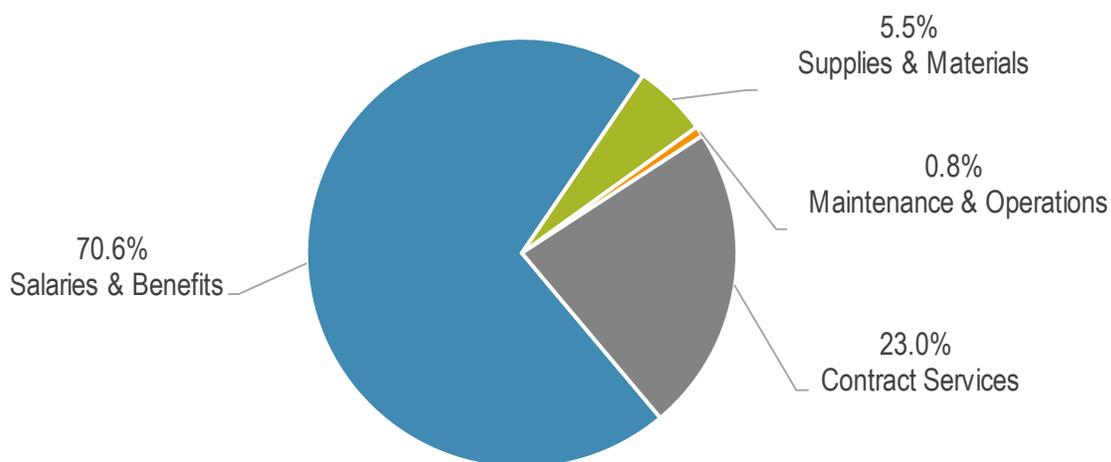
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	370,754	468,500	372,135	485,300	\$16,800	3.59%
Supplies & Materials	21,256	38,000	25,701	38,000	\$0	0.00%
Maintenance & Operations	1,809	5,450	1,848	5,300	(\$150)	-2.75%
Contract Services	38,863	99,954	55,443	158,454	\$58,500	58.53%
Utilities	-	-	152	475	\$475	-
Capital Expenses	52,755	-	-	-	\$0	-
<b>Total</b>	<b>485,437</b>	<b>611,904</b>	<b>455,279</b>	<b>687,529</b>	<b>75,625</b>	<b>12.36%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Streets

The City of Sanger Street Department is responsible for maintaining the roads, streets, alleys, sidewalks and right of ways in the City of Sanger. They also maintain street signs. The Street Department serves as the liaison with contractors building new streets or rehabilitating old streets.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Improve Sanger's street network.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Road Hazards Assessed & Corrected	76	116	166
Traffic & Street Signs Installed or Repaired	35	108	58
Miscellaneous Items	69	31	86

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

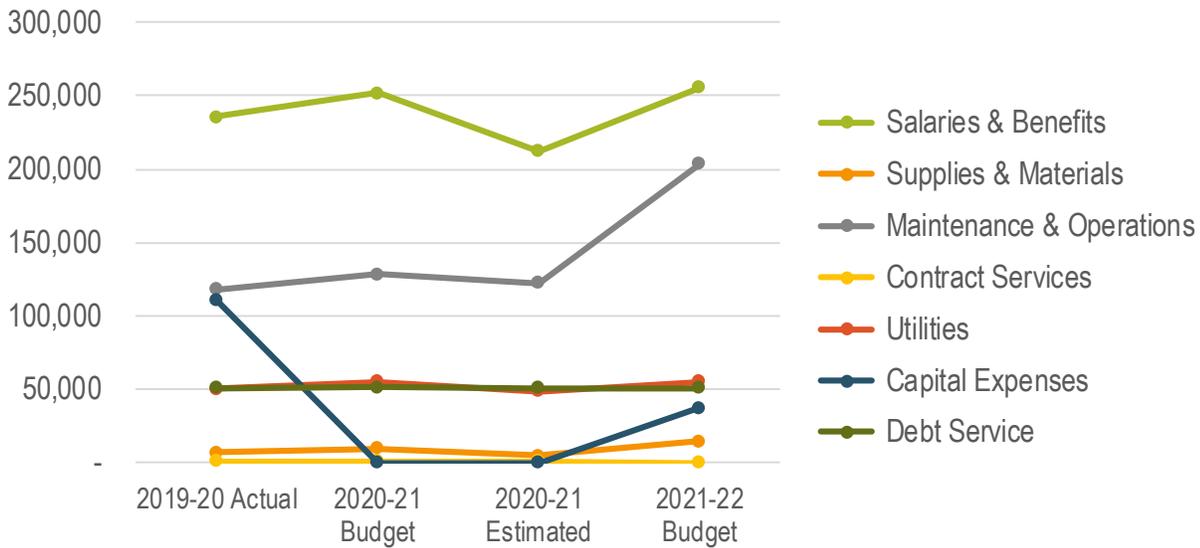
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Streets Superintendent	1	1	1
Utility Worker	3	3	3
<b>Total Budgeted Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>

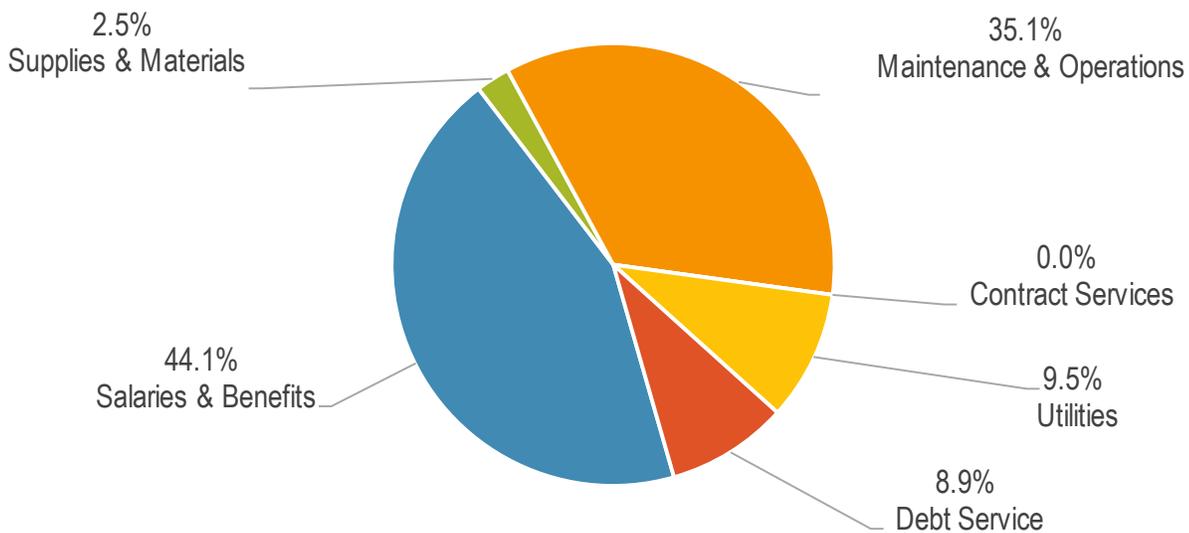
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	235,561	252,100	212,316	255,500	3,400	1.35%
Supplies & Materials	6,882	9,700	4,834	14,269	4,569	47.10%
Maintenance & Operations	118,203	128,500	122,159	203,500	75,000	58.37%
Contract Services	777	1,000	774	-	(1,000)	-100.00%
Utilities	50,215	55,000	48,704	55,000	-	0.00%
Capital Expenses	111,043	-	-	37,044	37,044	-
Debt Service	51,535	51,536	51,535	51,535	(1)	0.00%
<b>Total</b>	<b>574,216</b>	<b>497,836</b>	<b>440,322</b>	<b>616,848</b>	<b>119,012</b>	<b>23.91%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Parks

**The City of Sanger Parks Department is responsible for the maintenance operations associated with all City Park and Facilities.** The Parks department is also responsible for all building maintenance operations throughout the organization. The Parks Department is responsible for the brush removal program and vector control operations.

2020-2021 was perhaps one of the most challenging and yet successful years for the Parks and Recreation Department. The changes to the Parks Department is proving to be very beneficial to the forward momentum that the department is hoping to achieve. Goals and objectives for the 2022 fiscal year include: continue to update all city owned facilities, improvement to the softball fields at Porter Sports Park, continuing to maintain all our parks and facilities at a high level. The goal of the Parks Department is to provide recreational facilities and services with a dedication focused on increasing the quality of life for the community.

The Recreation Department also had a successful year with the reopening of city sponsored events that included two trash off's, two Easter egg hunts, five movies in the park, four slide events, concerts and much more. The goals for the Recreation Department will be to continue offering quality programming at little to no cost to our citizens, continue to give the community a safe and comfortable place to relax and have fun. For fiscal year we hope to continue events from this past year with an emphasis of growth, while we keep them fresh and exciting for all who attend.

Porter Sports Park was awarded Best Athletic Complex by Texas Turf Grass Association

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Encourage development and preservation of the Historic Sanger Downtown area.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Acres Mowed	2,030	2,030	1,505
Brush Orders Completed	760	760	1,470

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

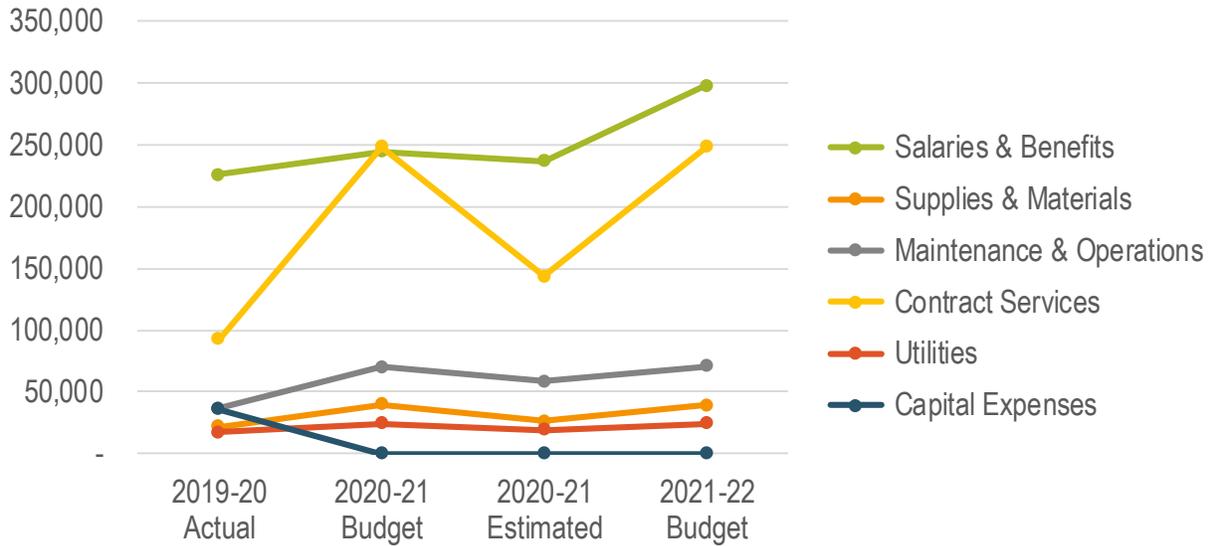
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Parks & Recreation Director	0	0	0
Public Works Director	0.5	0.5	0.5
Foreman	1	1	1
Grounds Maintenance Worker	2	2	3
<b>Total Budgeted Positions</b>	<b>3.5</b>	<b>3.5</b>	<b>4.5</b>

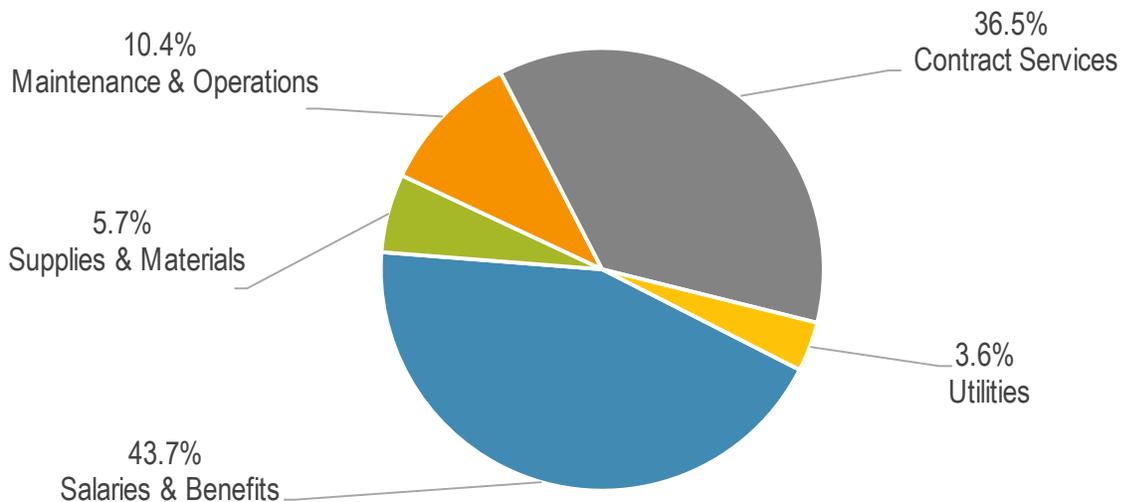
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	225,677	244,600	237,103	297,700	53,100	21.71%
Supplies & Materials	21,947	40,100	26,299	39,050	(1,050)	-2.62%
Maintenance & Operations	36,971	69,992	58,766	71,042	1,050	1.50%
Contract Services	92,841	248,200	143,562	248,200	-	0.00%
Utilities	17,353	24,600	19,324	24,600	-	0.00%
Capital Expenses	36,068	-	-	-	-	-
<b>Total</b>	<b>430,857</b>	<b>627,492</b>	<b>485,054</b>	<b>680,592</b>	<b>53,100</b>	<b>8.46%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Recreation

The City of Sanger Recreation Department is responsible for organizing, planning and implementation of all Department Special Events. This Department also coordinates with all athletic leagues for facility scheduling and usage. This Department also serves the administration function for Parks, Fire as well as Recreation.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

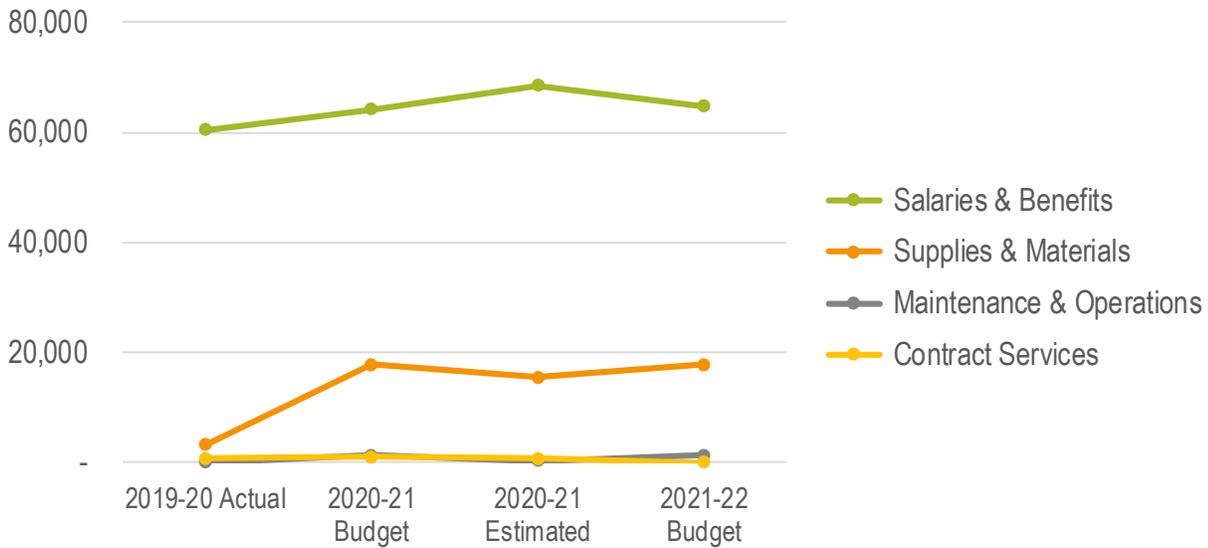
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Special Events Coordinator	1	1	1
Total Budgeted Positions	1	1	1

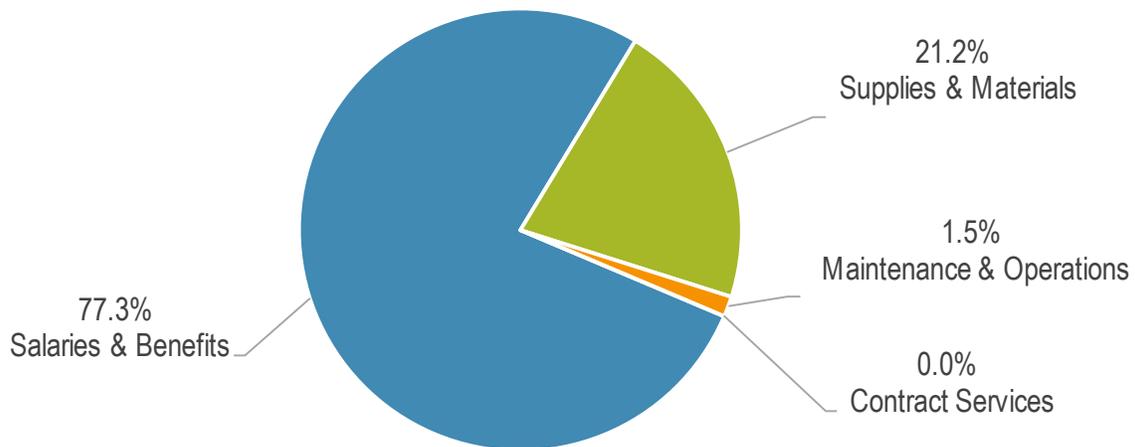
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	60,420	64,100	68,457	64,700	600	0.94%
Supplies & Materials	3,099	17,750	15,472	17,750	-	0.00%
Maintenance & Operations	-	1,250	250	1,250	-	0.00%
Contract Services	755	1,000	774	-	(1,000)	-100.00%
<b>Total</b>	<b>64,274</b>	<b>84,100</b>	<b>84,953</b>	<b>83,700</b>	<b>(400)</b>	<b>-0.48%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Library

The City of Sanger Library provides written, audio and video materials for loan to the public. The library also provides computer and internet access free of charge. Librarians assist customers with researching a wide range of subjects. The Library also provides a wide range of educational programs to both adults and children.

## Accomplishments:

- Children's Take-Home Craft/STEM kits were created that were very popular. As an example, all 30 of the kits were distributed in October 2020. Virtual programs were expanded for teens and adults, including the return of its book club and yoga through Zoom in November, and a Macramé Ornament making class on Zoom in December.
- A new online service for cardholders launched in November 2020, Hoopla Digital. It offers over 900,000 eBooks, audiobooks, music, movies, and television series, and no limit on the number of people who can check out a particular title simultaneously.
- The library director was invited to speak at the local Lion's Club in January and discussed how libraries have proven their agility, giving examples of how they have been able to change according to the needs of their communities.
- After sustaining heavy water damage in February when a sprinkler pipe in the ceiling burst, the library was remodeled. The staff developed a new and improved layout that made the creation of a study room and more work space behind the circulation desk possible.

## Goals for 2021-22:

- Offer additional resources to the community, including new types of electronic devices such as hotspots, and more literacy and continuing education programs.
- Partner with other city departments and local organizations and provide outreach services.
- Offer more professional development opportunities for library staff, including attending the annual state library conference and in-library training.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

## PERFORMANCE INDICATORS

Indicator	2020-21	2019-20	2018-19
Physical Items Checked Out	15,356	15,356	27,302
eBooks Checked Out	1,244	1,244	123
Patron Library Visits	13,893	13,893	35,147

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

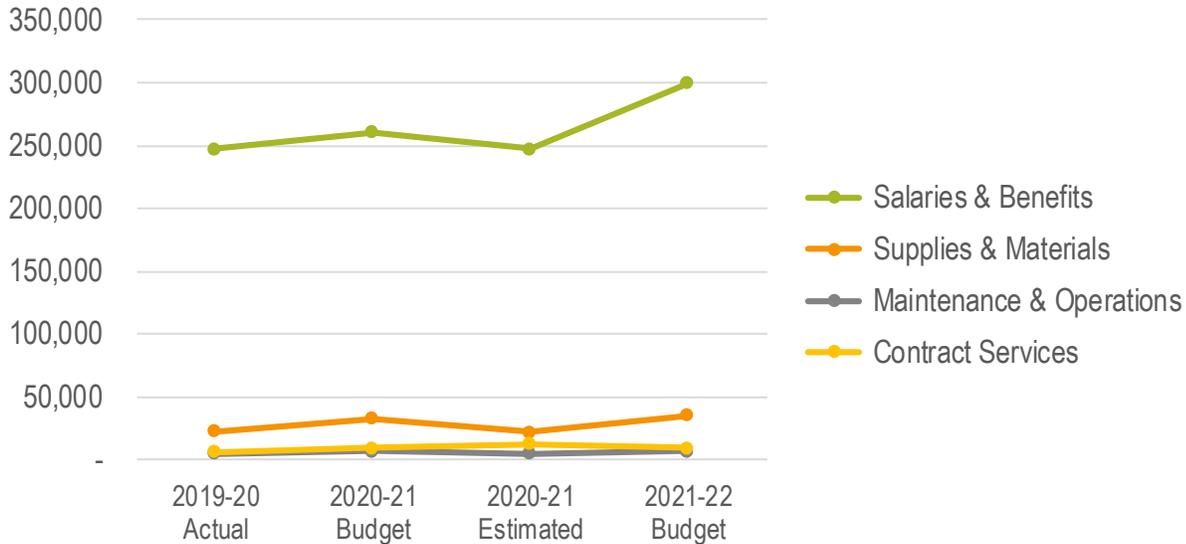
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Library Director	1	1	1
Librarian / Social Media	1	1	1
Childrens Library Assistant	0	0	1
Library Aide	1	1	1
Library Aide (Part-Time)	3	3	2
<b>Total Budgeted Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>

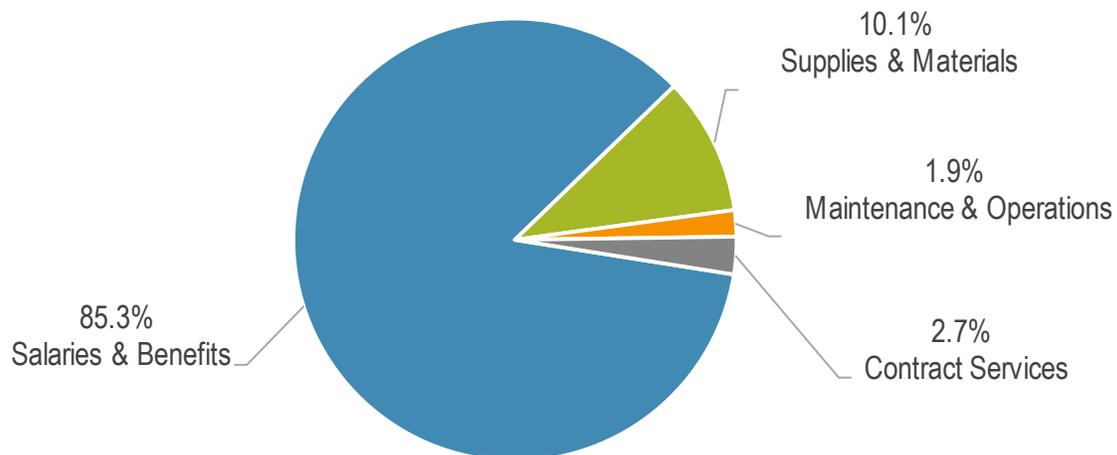
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	247,394	260,500	247,253	299,800	39,300	15.09%
Supplies & Materials	22,894	33,005	21,836	35,405	2,400	7.27%
Maintenance & Operations	5,024	6,775	5,250	6,775	-	0.00%
Contract Services	6,279	9,150	12,524	9,650	500	5.46%
<b>Total</b>	<b>281,591</b>	<b>309,430</b>	<b>286,863</b>	<b>351,630</b>	<b>42,200</b>	<b>13.64%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Solid Waste

**The City contracts with Progressive Waste Management for solid waste services in the City of Sanger.** Progressive is responsible for providing residential and commercial waste management services to the businesses, schools, and residents of Sanger.

## **SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS**

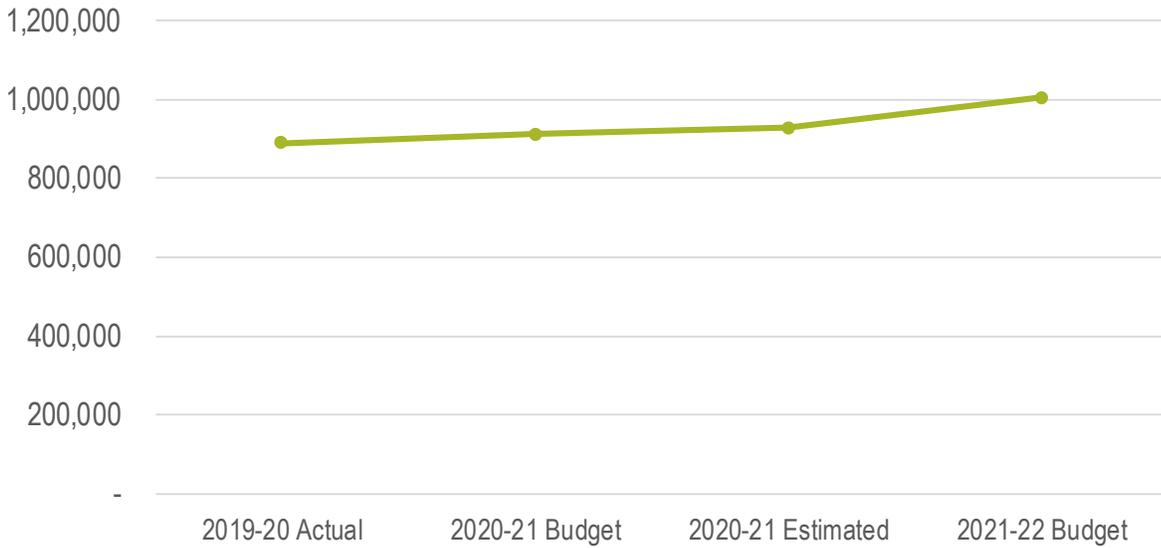
- Maintain and improve upon the existing country living atmosphere of Sanger.

*No personnel are budgeted in this department.*

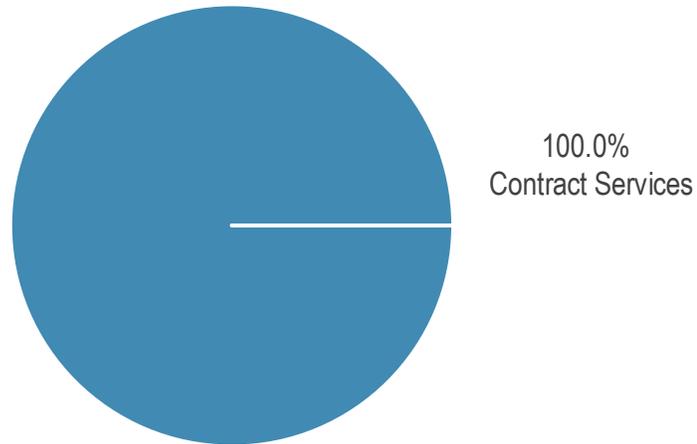
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Contract Services	890,634	912,000	927,981	1,005,000	93,000	10.20%
Total Solid Waste	841,394	850,000	927,981	1,005,000	93,000	10.94%

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Transfers

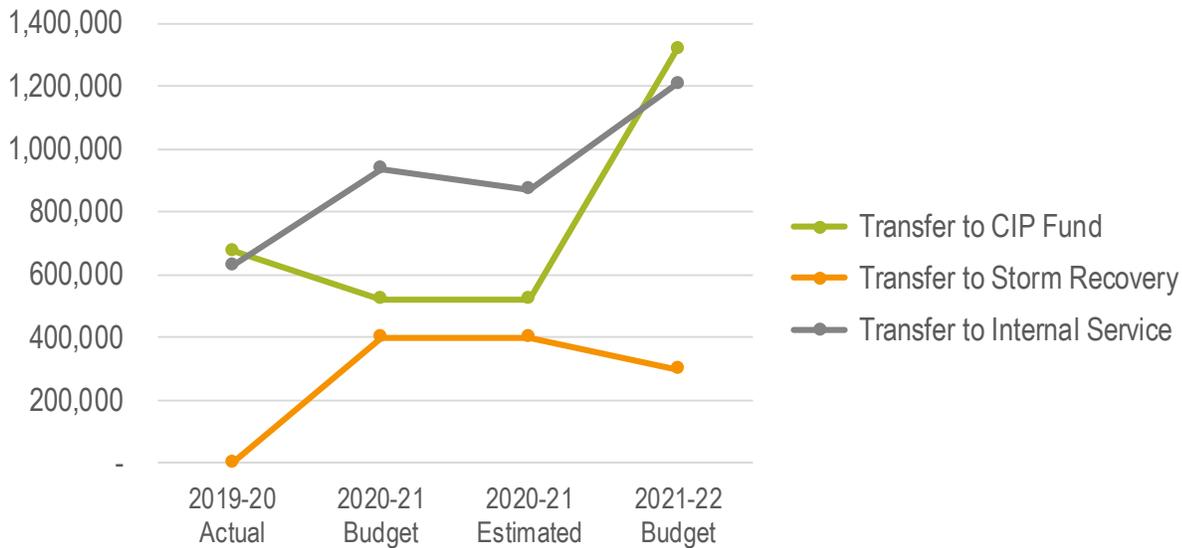
**The City transfers between funds in order to properly account for revenues and expenses.**

*No personnel are budgeted in this department.*

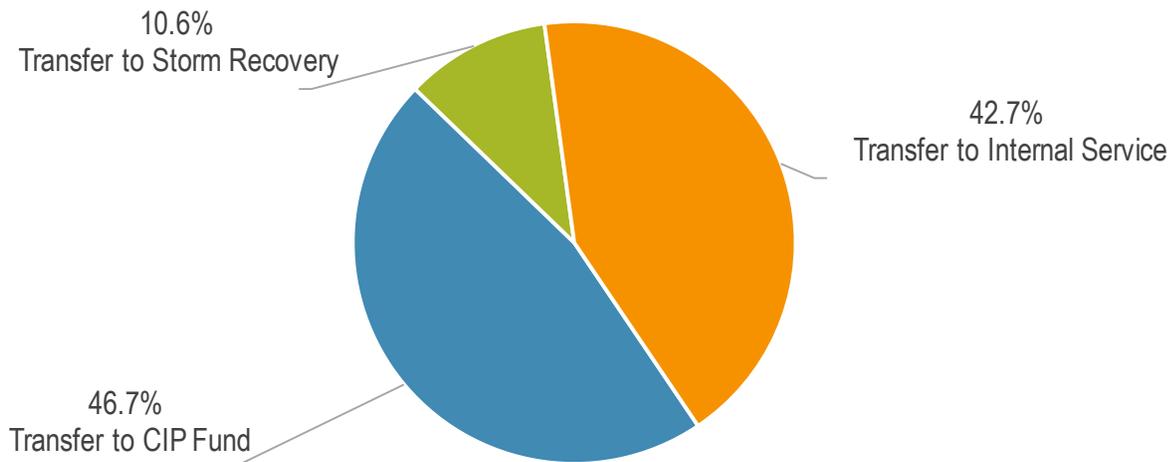
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Transfer to CIP Fund	675,000	520,725	520,725	1,318,511	797,786	153.21%
Transfer to Storm Recovery	-	400,000	400,000	300,000	(100,000)	-25.00%
Transfer to Internal Service	626,773	935,908	871,694	1,206,660	270,752	28.93%
<b>Total</b>	<b>1,301,773</b>	<b>1,856,633</b>	<b>1,792,419</b>	<b>2,825,171</b>	<b>968,538</b>	<b>52.17%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Debt Service Fund

## OVERVIEW

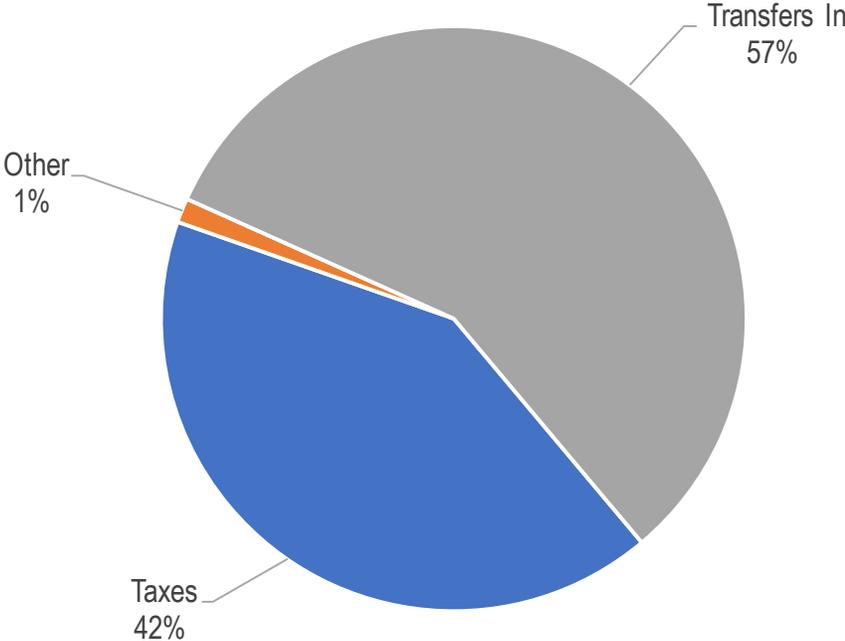
The Debt Service Fund accounts for the receipt of funds from a tax levy and other sources for the accumulation of funds to meet the principal and interest obligations on General Fund Obligations.

The City Charter of the City of Sanger, Texas, does not provide a debt limit. Under the provision of State law (Article XI, Section 5, of the State of Texas Constitution), the maximum tax rate is limited to \$2.50 per \$100 assessed valuation. The City's adopted tax rate of \$0.616576 per \$100 assessed valuation for maintenance and operations plus \$0.017135 per \$100 assessed valuation for debt service equals the total tax rate of \$0.633711, which is well below the maximum rates allowed by law.

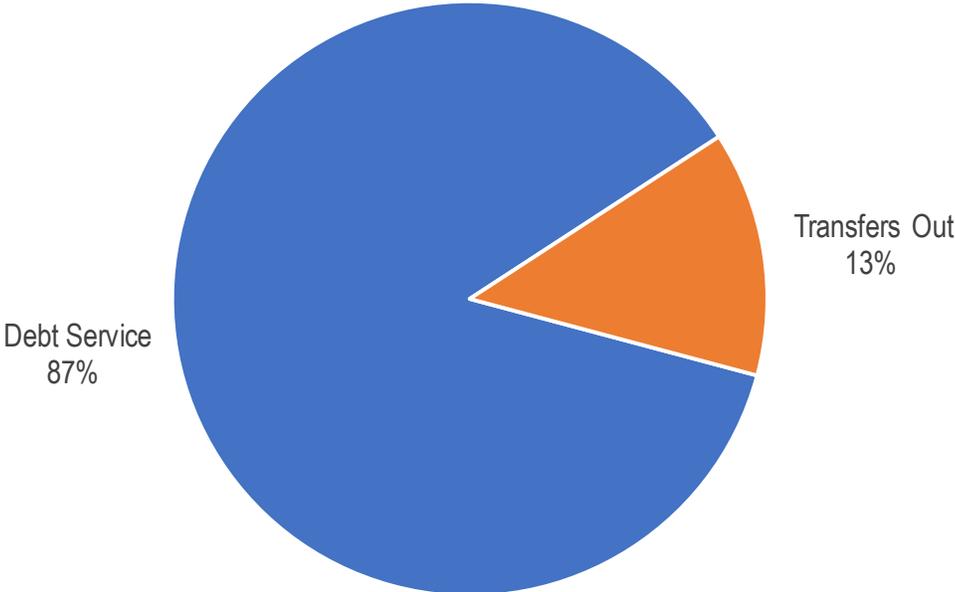
The basis of accounting for the Debt Service Fund for both financial reporting and budgeting is the modified accrual basis.

**DEBT SERVICE FUND BUDGET SUMMARY**

**DEBT SERVICE FUND REVENUES**



**DEBT SERVICE FUND EXPENDITURES**



## DEBT SERVICE FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	476,181	476,286	476,286	463,803
<b>Revenues</b>				
Property Taxes	614,820	598,897	573,987	154,158
Interest Income	988	900	1,003	5,000
Bond Proceeds	-	-	-	-
<b>Total General Fund Revenues</b>	615,808	599,797	574,990	159,158
<b>Other Sources</b>				
Transfers In	212,500	212,500	212,500	212,500
<b>Total Other Sources</b>	212,500	212,500	212,500	212,500
<b>Total Revenues/Sources</b>	828,308	812,297	787,490	371,658
<b>Expenditures</b>				
Debt Service	776,668	741,956	748,438	334,326
<b>Total Expenditures</b>	776,668	741,956	748,438	334,326
<b>Other Uses</b>				
Transfers Out	51,535	51,535	51,535	51,535
<b>Total Other Uses</b>	51,535	51,535	51,535	51,535
<b>Total Expenses/Uses</b>	828,203	793,491	799,973	385,861
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	105	18,806	(12,483)	(14,203)
<b>Ending Fund Balance</b>	476,286	495,092	463,803	449,600

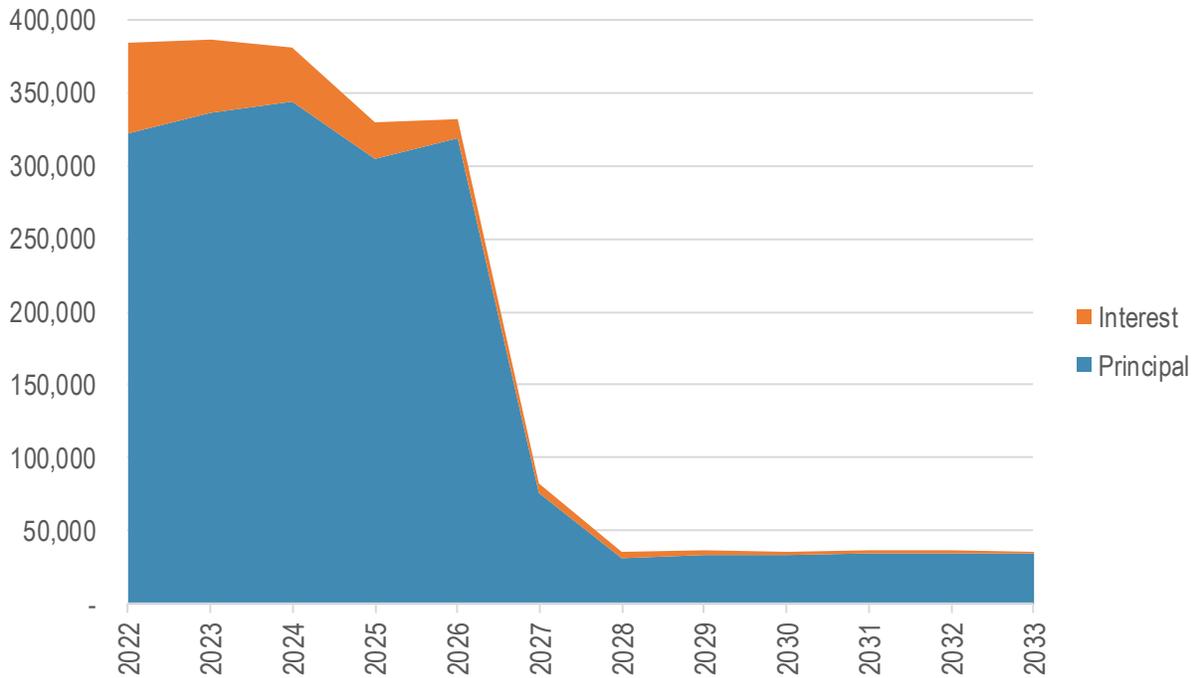
## DEBT SERVICE FUND EXPENDITURES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
Co 2007 Principal	32,300	34,000	34,000	35,700
Co 2007 Interest	13,314	11,894	11,894	10,398
Refunding 2012 Principal	169,400	145,200	145,200	-
Refunding 2012 Interest	8,228	3,994	3,994	-
Co 2013 Principal	21,600	22,200	22,200	22,800
Co 2013 Interest	16,980	16,332	13,004	1,404
Refunding 2016 Principal	241,500	248,400	248,400	-
Refunding 2016 Interest	19,596	9,936	9,936	-
Refunding 2019 Principal	200,000	200,000	200,000	210,000
Refunding 2019 Interest	52,500	48,500	48,500	40,500
2021 GO Refunding Principal	-	-	-	6,600
2021 GO Refunding Interest	-	-	10,060	5,174
Bond Administration Fees	1,250	1,500	1,250	1,750
<b>Total Debt Payments</b>	<b>\$ 776,668</b>	<b>\$ 741,956</b>	<b>\$ 748,438</b>	<b>\$ 334,326</b>
74-Transfers				
Transfer To General Fund	51,535	51,535	51,535	51,535
<b>Total 74-Transfers</b>	<b>51,535</b>	<b>51,535</b>	<b>51,535</b>	<b>51,535</b>
<b>Total Debt Service</b>	<b>828,203</b>	<b>793,491</b>	<b>799,973</b>	<b>385,861</b>

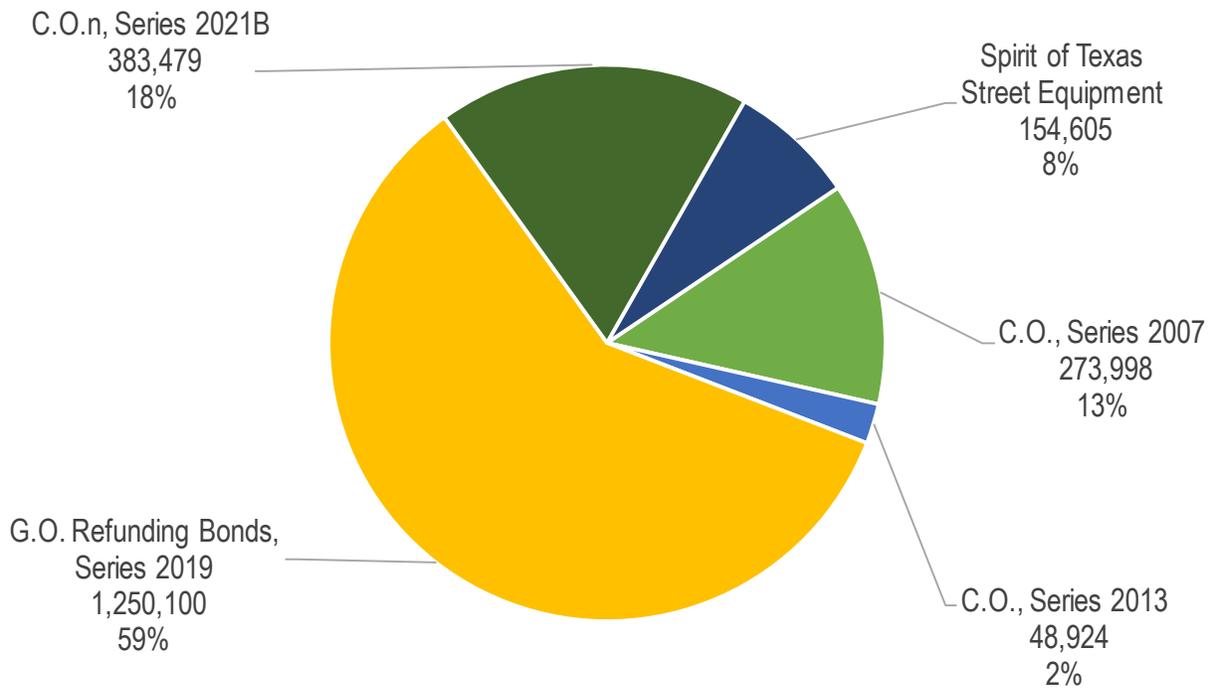
## DEBT SERVICE FUND REQUIREMENTS BY YEAR

Fiscal Year	Principal	Interest	Total
2022	321,790	62,321	384,111
2023	336,252	50,086	386,338
2024	343,467	37,282	380,749
2025	304,700	24,792	329,492
2026	318,700	13,404	332,104
2027	76,000	6,285	82,285
2028	31,800	3,889	35,689
2029	33,000	3,390	36,390
2030	33,000	2,786	35,786
2031	34,200	2,149	36,349
2032	34,800	1,472	36,272
2033	34,800	741	35,541
<b>Total</b>	<b>1,902,509</b>	<b>208,597</b>	<b>2,111,106</b>

### Debt Service Fund Annual Debt Service Requirements



### Total Debt Service Fund Debt by Obligation



# Enterprise Fund

## OVERVIEW

The Enterprise Fund is the financial structure used for the accounting of providing water, sanitary sewer, and electric services to the residents of the City and for the billing and collection of charges to customers for these services.

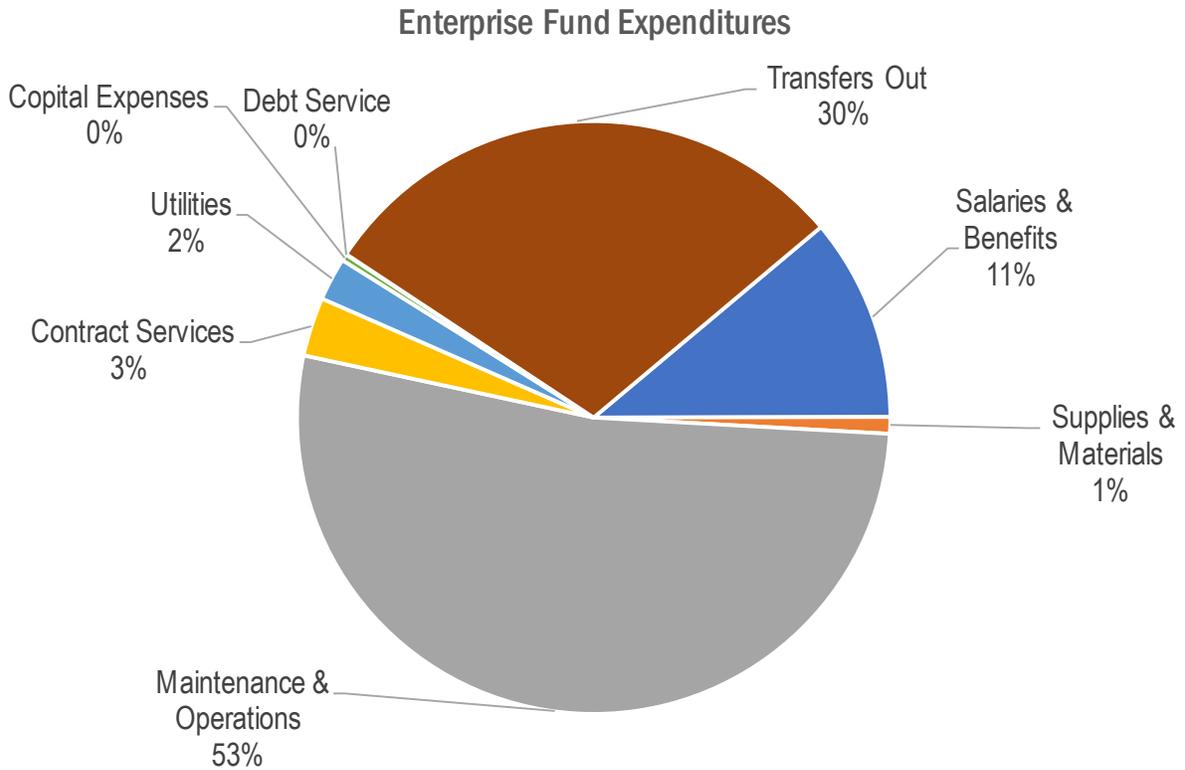
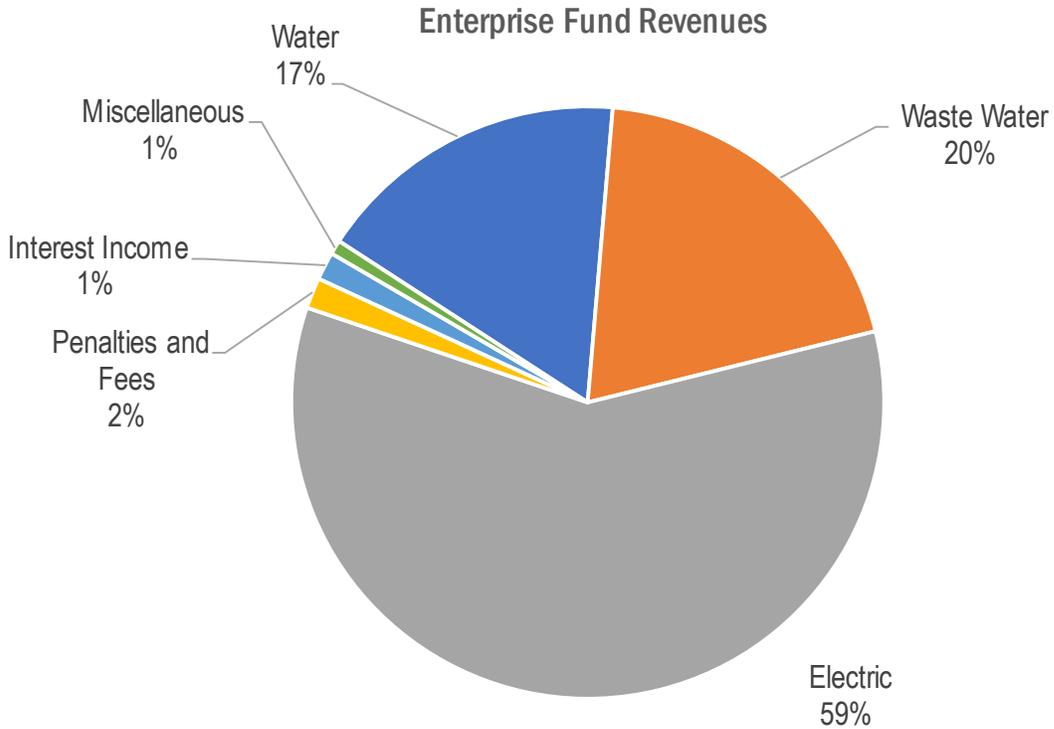
The Enterprise Fund receives revenues from the billing of water, waste water and electric, interest income and other miscellaneous revenue sources.

The Enterprise Fund includes these departments:

- Water
- Waste Water
- Electric
- Debt Service

The basis of accounting for the Enterprise Fund for both financial reporting and budgeting is the accrual basis.

**ENTERPRISE FUND BUDGET SUMMARY**



# ENTERPRISE FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>17,616,625</b>	<b>17,872,613</b>	<b>17,872,613</b>	<b>18,894,054</b>
<b>Revenues</b>				
Water	1,970,079	2,160,522	2,189,970	2,256,187
Waste Water	1,881,638	2,111,191	2,151,898	2,596,830
Electric	7,245,324	7,732,500	7,705,616	7,752,500
Penalties and Fees	178,619	212,500	178,282	220,000
Interest Income	321,178	300,000	347,087	200,000
Miscellaneous	141,034	101,500	79,043	101,500
<b>Total Enterprise Fund Revenues</b>	<b>11,737,872</b>	<b>12,618,213</b>	<b>12,651,896</b>	<b>13,127,017</b>
<b>Other Sources</b>				
Transfers In	62,295	118,647	118,647	-
<b>Total Other Sources</b>	<b>62,295</b>	<b>118,647</b>	<b>118,647</b>	<b>-</b>
<b>Total Revenues/Sources</b>	<b>11,800,167</b>	<b>12,736,860</b>	<b>12,770,543</b>	<b>13,127,017</b>
<b>Expenditures</b>				
Salaries & Benefits	1,232,703	1,393,000	1,252,759	1,454,500
Supplies & Materials	76,583	99,204	94,947	119,700
Maintenance & Operations	6,285,284	6,540,878	6,106,846	6,891,185
Contract Services	243,520	360,827	190,793	419,545
Utilities	284,578	307,300	281,163	308,300
Capital Expenses	-	29,000	29,000	46,227
Debt Service	1,601,320	-	1,911	4,000
<b>Total Expenditures</b>	<b>9,723,988</b>	<b>8,730,209</b>	<b>7,957,419</b>	<b>9,243,457</b>
<b>Other Uses</b>				
Transfers Out	1,820,191	3,888,004	3,791,683	3,883,560
<b>Total Other Uses</b>	<b>1,820,191</b>	<b>3,888,004</b>	<b>3,791,683</b>	<b>3,883,560</b>
<b>Total Expenses/Uses</b>	<b>11,544,179</b>	<b>12,618,213</b>	<b>11,749,102</b>	<b>13,127,017</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>				
	255,988	118,647	1,021,441	-
<b>Ending Fund Balance</b>	<b>17,872,613</b>	<b>17,991,260</b>	<b>18,894,054</b>	<b>18,894,054</b>

## ENTERPRISE FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Water</b>				
Water Billing	1,911,467	2,130,522	2,149,808	2,206,187
Water Meter Revenue	58,612	30,000	40,162	50,000
<b>Total Water</b>	<b>1,970,079</b>	<b>2,160,522</b>	<b>2,189,970</b>	<b>2,256,187</b>
<b>Total Sewer</b>				
	1,881,638	2,111,191	2,151,898	2,596,830
<b>Electric</b>				
Electric Income	7,101,091	7,600,000	7,614,786	7,600,000
Security Lights	53,967	65,000	55,385	65,000
Construction Income	58,516	40,000	6,515	60,000
Pole Contact Fee	19,565	20,000	19,565	20,000
Saw Set Pole Fees	11,640	7,500	8,990	7,500
Meter Bases	545	-	375	-
<b>Total Electric</b>	<b>7,245,324</b>	<b>7,732,500</b>	<b>7,705,616</b>	<b>7,752,500</b>
<b>Penalties &amp; Fees</b>				
Penalties	107,899	150,000	107,212	150,000
Service Fees	70,720	62,500	71,070	70,000
<b>Total Penalties and Fees</b>	<b>178,619</b>	<b>212,500</b>	<b>178,282</b>	<b>220,000</b>
<b>Total Interest</b>				
	321,178	300,000	347,087	200,000
<b>Miscellaneous Income</b>				
Miscellaneous Income	64,792	25,000	1,985	25,000
Credit Card Fees	58,405	65,000	64,325	65,000
Returned Check Fees	700	1,500	1,085	1,500
Sale of Capital Assets	17,137	10,000	-	10,000
Insurance Damage Reimbursement	-	-	11,648	-
<b>Total Miscellaneous</b>	<b>141,034</b>	<b>101,500</b>	<b>79,043</b>	<b>101,500</b>
<b>Total Revenues</b>				
	11,737,872	12,618,213	12,651,896	13,127,017
<b>Transfers</b>				
Transfer from Electric Storm Fund	62,295	118,647	118,647	-
<b>Total Transfers</b>	<b>62,295</b>	<b>118,647</b>	<b>118,647</b>	<b>-</b>
<b>Total Enterprise Fund Revenues &amp; Transfers</b>	<b>11,800,167</b>	<b>12,736,860</b>	<b>12,770,543</b>	<b>13,127,017</b>

# Water

The City of Sanger Water Department is responsible for providing safe drinking water to the citizens of Sanger by operating and maintaining the city's potable water system providing service to over 2000 customers. The Department maintains approximately 44 miles of city water mains and 2,750 water meters.

The City of Sanger's public water system received a "Superior" rating from the TCEQ and extensively test the water to assure that the system maintains this rating.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

## PERFORMANCE INDICATORS

Indicator	2018-19	2019-20	2020-21
Water Meters Read Manually	8,434	12,174	13,818
Service Orders Completed	1,159	1,404	4,621

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

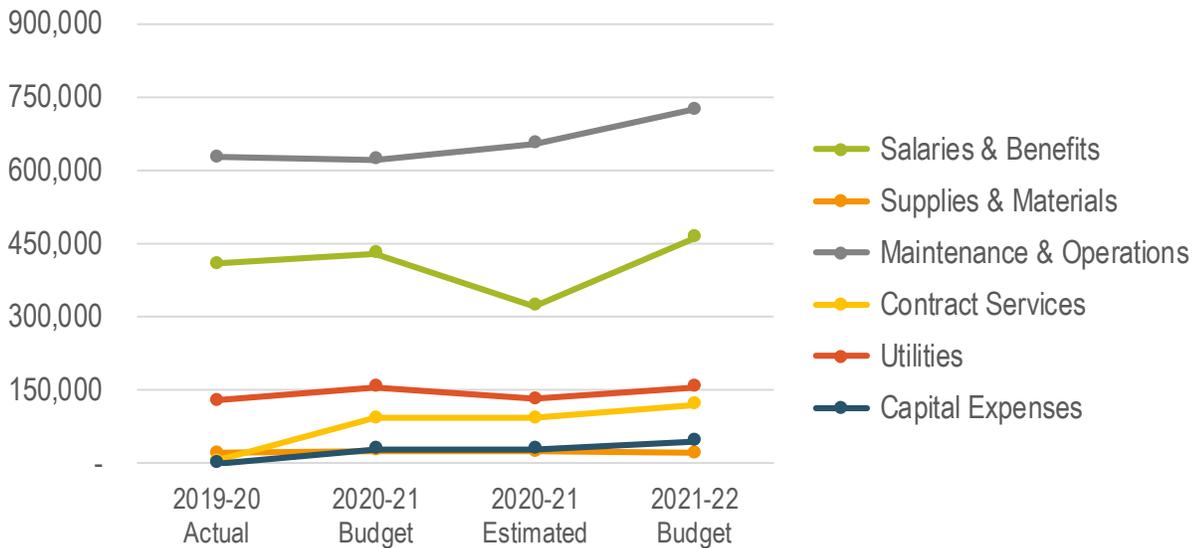
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Water Superintendent	1	1	1
Utility Worker	4	4	5
AMR Technician	1	1	1
<b>Total Budgeted Positions</b>	<b>6</b>	<b>6</b>	<b>7</b>

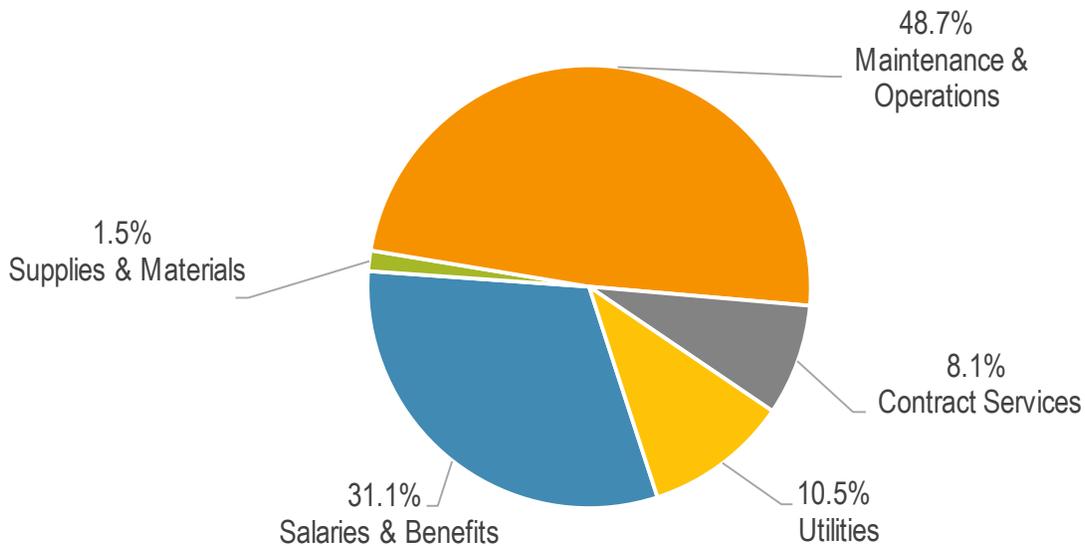
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	408,467	430,300	322,354	462,000	31,700	7.37%
Supplies & Materials	20,979	26,504	24,934	22,300	(4,204)	-15.86%
Maintenance & Operations	626,615	621,187	653,700	723,369	102,182	16.45%
Contract Services	5,648	92,532	92,532	120,750	28,218	30.50%
Utilities	129,033	156,250	131,636	156,000	(250)	-0.16%
Capital Expenses	-	29,000	29,000	46,227	17,227	59.40%
<b>Total</b>	<b>1,190,742</b>	<b>1,355,773</b>	<b>1,254,156</b>	<b>1,530,646</b>	<b>174,873</b>	<b>12.90%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Waste Water

The City of Sanger Waste Water Department is responsible for collection of all wastewater and its transmission to the wastewater treatment plant. This service includes the operation, maintenance, and repair of all sewer lines, manholes, and lift stations connected to the wastewater collection system.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

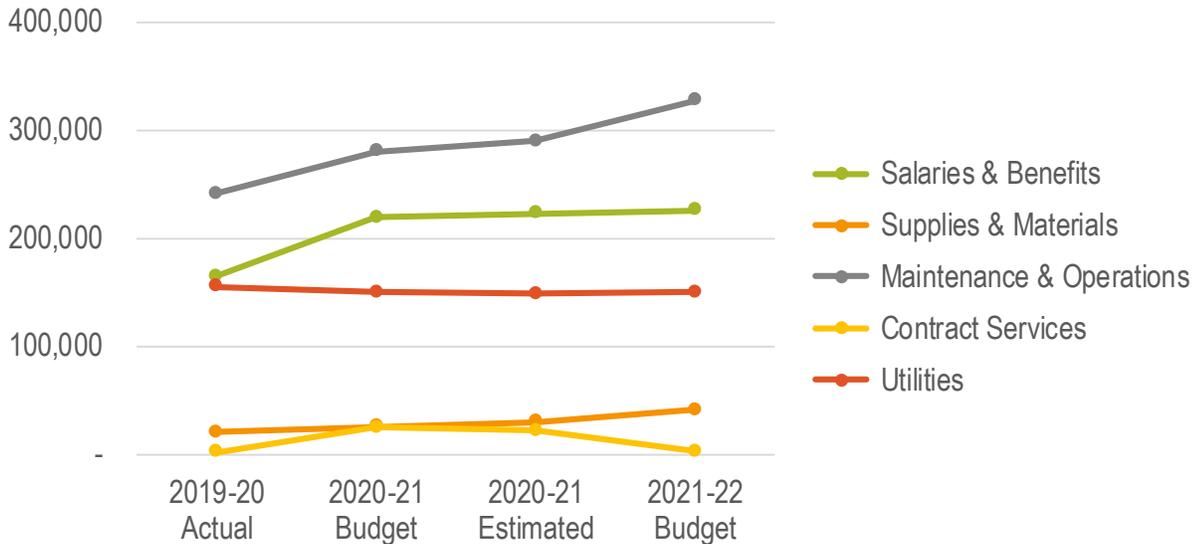
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
WWTP Superintendent	1	1	1
Plant Operator	2	2	2
<b>Total Budgeted Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>

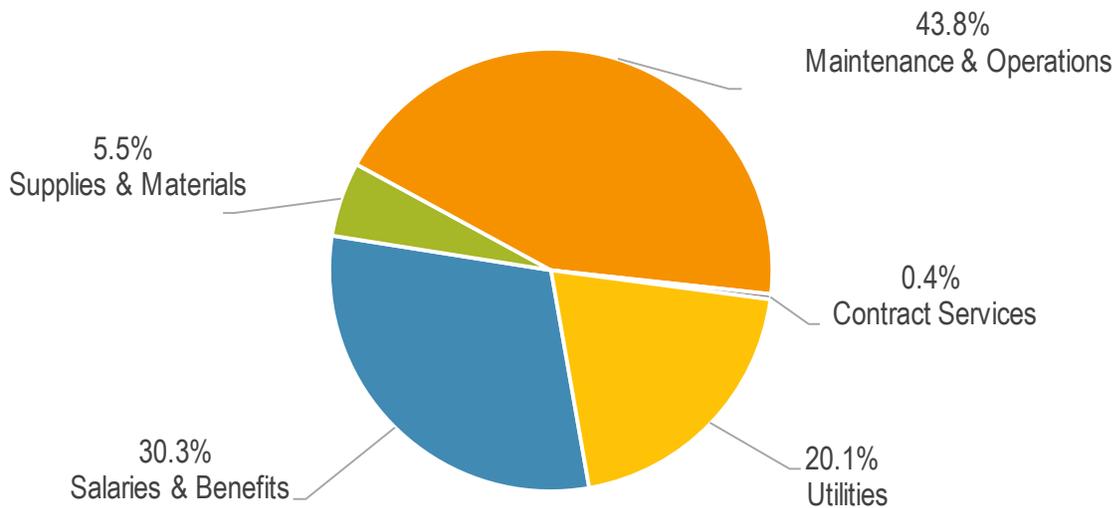
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	164,155	219,100	222,621	225,900	6,800	3.10%
Supplies & Materials	20,626	25,700	29,588	40,700	15,000	58.37%
Maintenance & Operations	240,675	280,004	289,503	326,729	46,725	16.69%
Contract Services	1,621	24,500	21,976	3,000	(21,500)	-87.76%
Utilities	154,645	150,000	148,089	150,000	-	0.00%
<b>Total</b>	<b>581,722</b>	<b>699,304</b>	<b>711,777</b>	<b>746,329</b>	<b>47,025</b>	<b>6.72%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Electric

The City of Sanger Electric Department provides service to over 2000 customers and maintains the electrical distribution system with the City's Electric service area. Sanger Electric is dedicated to providing fast, reliable and professional service at the lowest cost possible.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.

*\*Activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

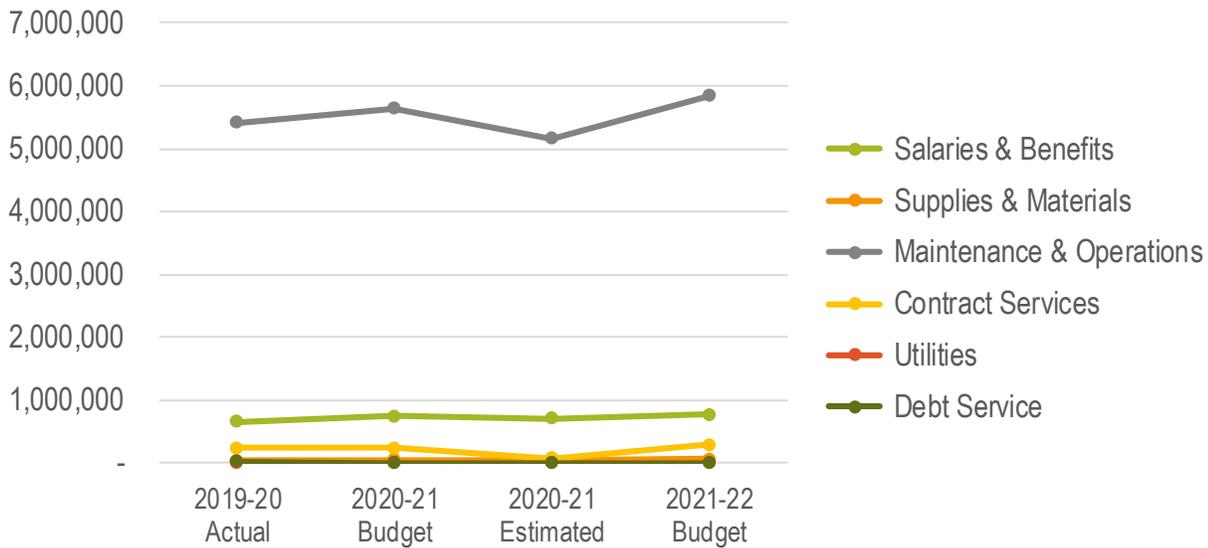
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Director of Electric Utilities	1	1	1
Foreman	1	1	1
Crew Leader	1	1	1
Line Tech	3	3	3
Electric Tech/Groundman	0	1	1
Administrative Assistant	1	1	1
<b>Total Budgeted Positions</b>	<b>7</b>	<b>8</b>	<b>8</b>

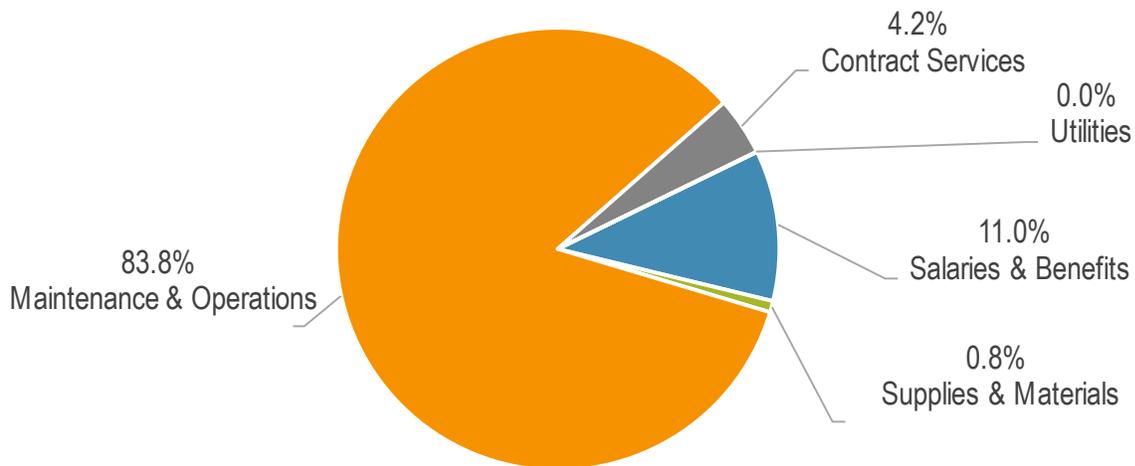
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	660,081	743,600	707,784	766,600	23,000	3.09%
Supplies & Materials	34,978	47,000	40,425	56,700	9,700	20.64%
Maintenance & Operations	5,417,994	5,639,687	5,163,643	5,841,087	201,400	3.57%
Contract Services	236,251	243,795	76,285	295,795	52,000	21.33%
Utilities	900	1,050	1,438	2,300	1,250	119.05%
Debt Service	29,378	-	1,911	4,000	4,000	-
<b>Total</b>	<b>6,379,582</b>	<b>6,675,132</b>	<b>5,991,486</b>	<b>6,966,482</b>	<b>291,350</b>	<b>4.36%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Debt Service

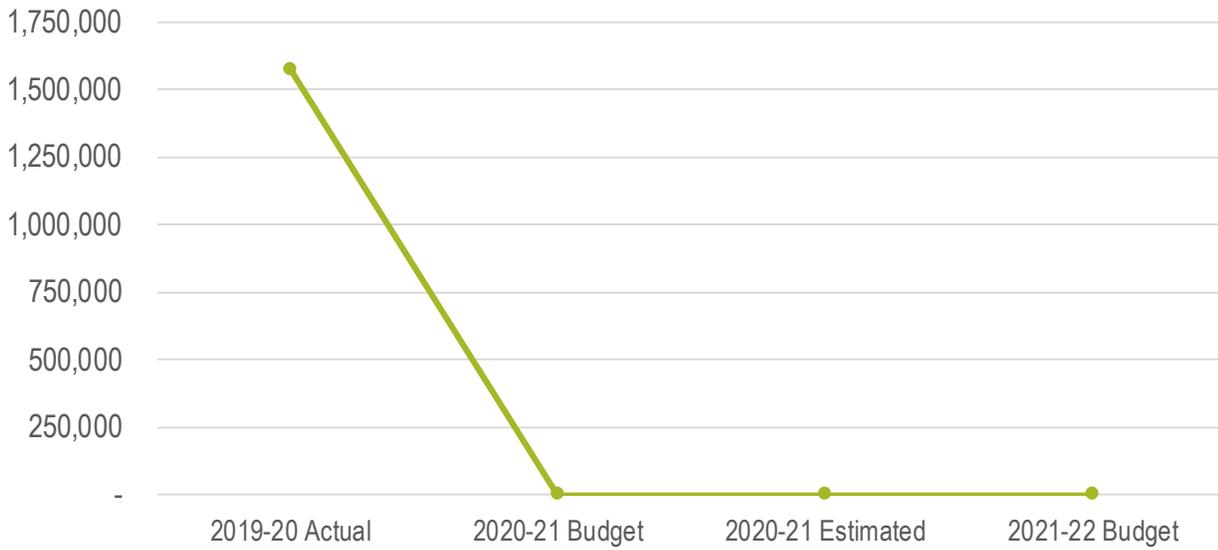
Debt Service is used to pay principal, interest, and bond fees on the City's debt. Prior to the 2020-2021 fiscal year, debt service for the Enterprise Fund was accounted for in the Enterprise Fund. Beginning with the current budget, Enterprise debt service is accounted for in a separate fund. See page 104 for detail of the Enterprise Debt Service Fund. Prior year information is represented here for the sake of continuity.

*No personnel are budgeted in this department.*

## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Debt Service	1,571,942	-	-	-	-	-
<b>Total</b>	<b>1,571,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>

## EXPENDITURE BY CATEGORY



# Transfers

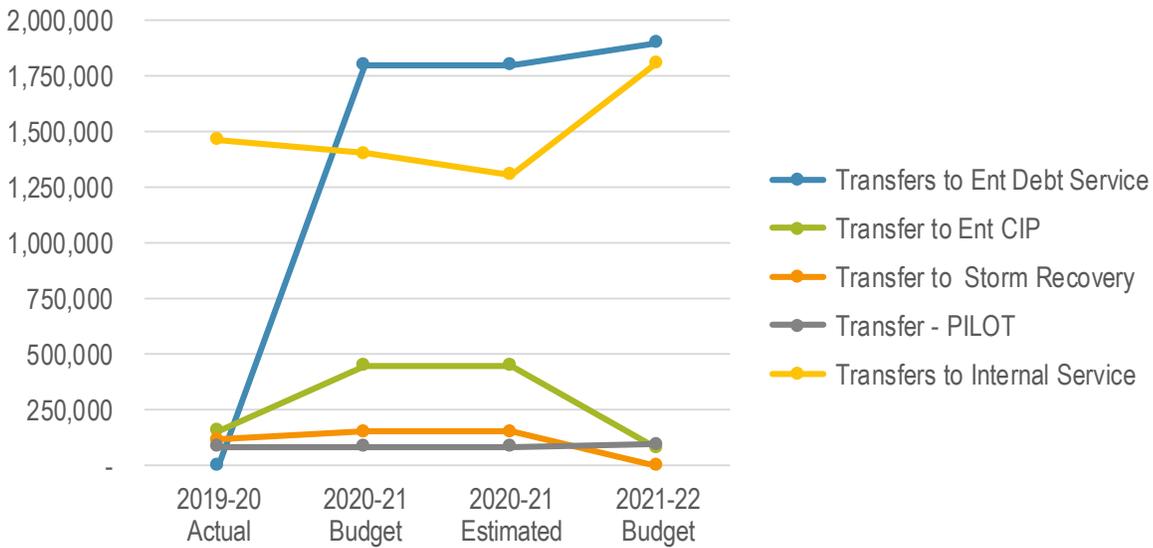
The City transfers between funds in order to properly account for revenues and expenses.

*No personnel are budgeted in this department.*

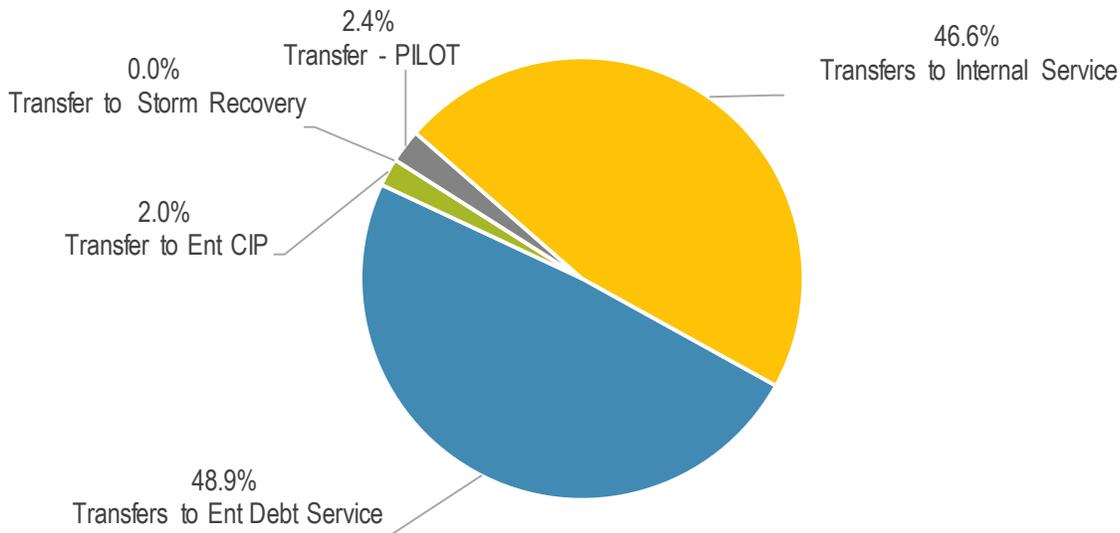
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Transfers to Ent Debt Servic	-	1,800,000	1,800,000	1,900,000	100,000	5.56%
Transfer to Ent CIP	156,800	447,142	447,142	78,571	(368,571)	-82.43%
Transfer to Storm Recovery	115,920	152,000	152,000	-	(152,000)	-100.00%
Transfer - PILOT	85,000	85,000	85,000	95,000	10,000	11.76%
Transfers to Internal Service	1,462,471	1,403,862	1,307,541	1,809,989	406,127	28.93%
<b>Total</b>	<b>1,820,191</b>	<b>3,888,004</b>	<b>3,791,683</b>	<b>3,883,560</b>	<b>(4,444)</b>	<b>-0.11%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Enterprise Debt Service Fund

## **OVERVIEW**

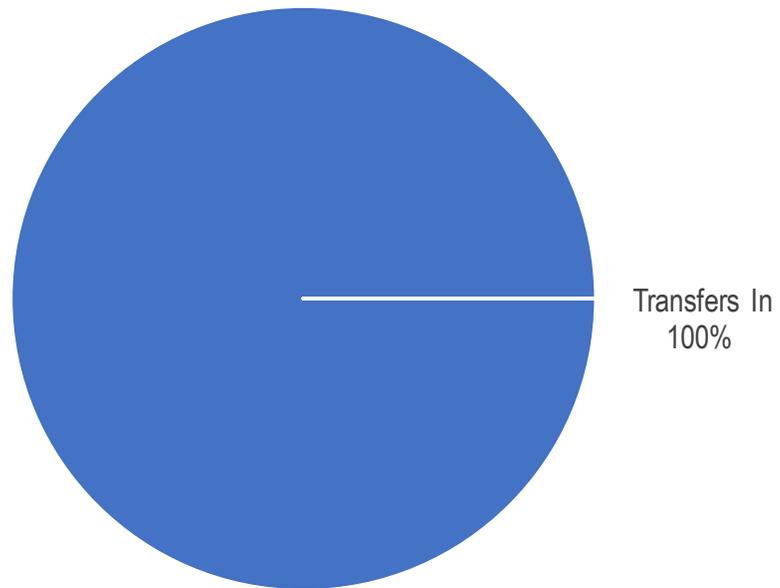
The Enterprise Debt Service Fund accounts for the accumulation of funds to meet the principal and interest obligations on Enterprise Fund Obligations.

The Enterprise Debt Service Fund was established for the 2020-2021 year. In prior years, debt service was accounted for in the Enterprise Fund itself.

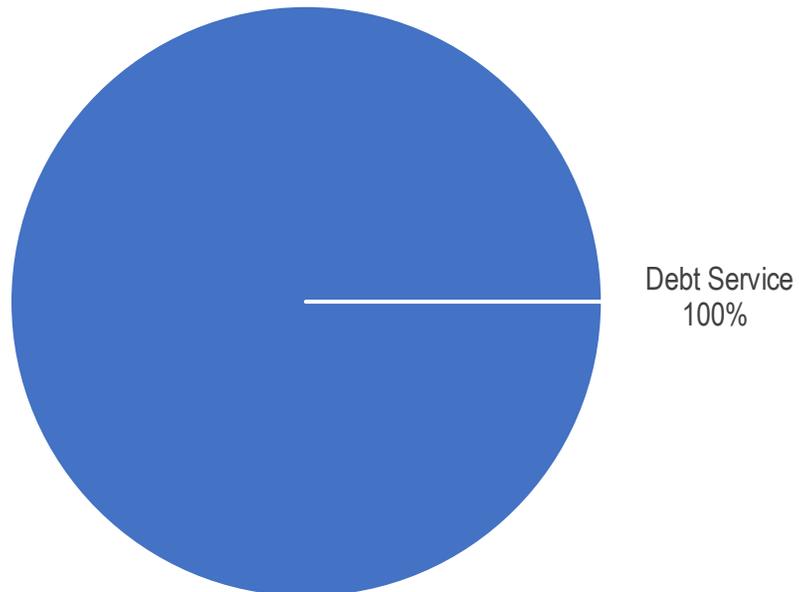
The basis of accounting for the Enterprise Debt Service Fund for both financial reporting and budgeting is the accrual basis.

# ENTERPRISE DEBT SERVICE FUND BUDGET SUMMARY

## ENTERPRISE DEBT SERVICE FUND REVENUES



## ENTERPRISE DEBT SERVICE FUND EXPENDITURES



## ENTERPRISE DEBT SERVICE FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	-	-	-	14,783
Other Sources				
Transfers In	-	1,800,000	1,800,000	1,900,000
<b>Total Other Sources</b>	-	1,800,000	1,800,000	1,900,000
Expenditures				
Debt Service	-	1,785,850	1,785,217	1,887,391
<b>Total Expenditures</b>	-	1,785,850	1,785,217	1,887,391
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	-	14,150	14,783	12,609
<b>Ending Fund Balance</b>	-	14,150	14,783	27,392

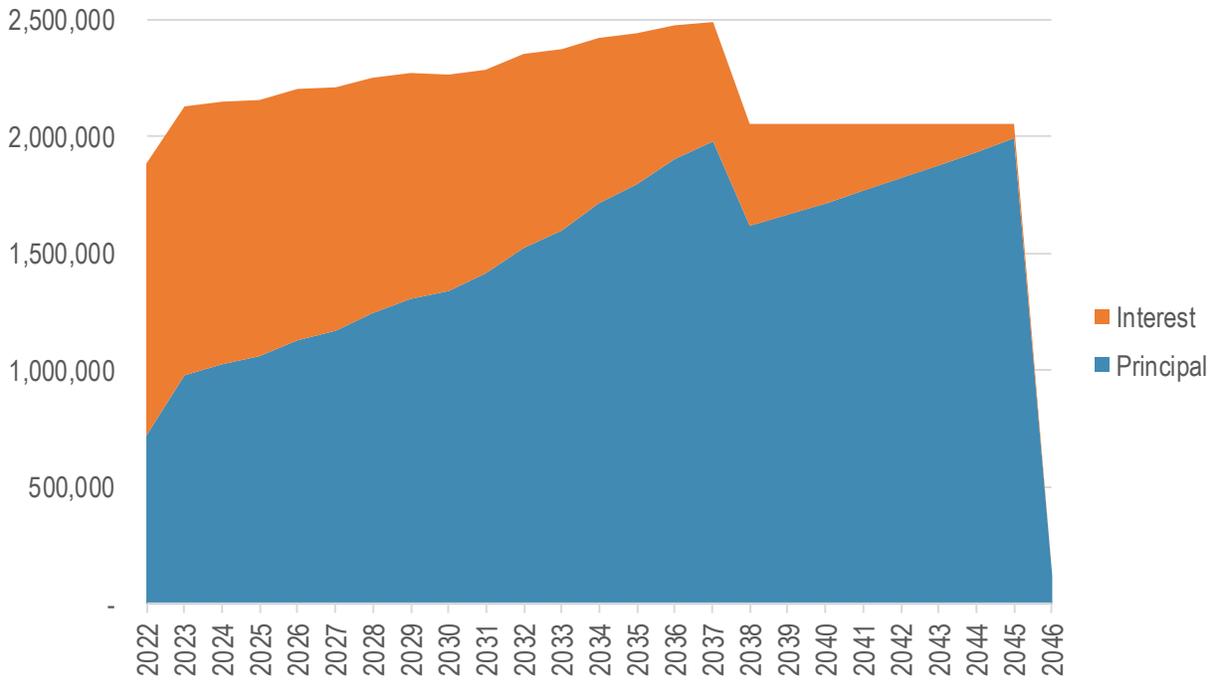
## ENTERPRISE DEBT SERVICE FUND EXPENDITURES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
Co 2007 Principal	-	66,000	66,000	69,300
Co 2007 Interest	-	23,086	23,086	20,182
Refunding 2012 Principal	-	184,800	184,800	-
Refunding 2012 Interest	-	5,082	5,082	-
Co 2013 Principal	-	162,800	162,800	167,200
Co 2013 Interest	-	119,768	95,364	10,296
2015 CO Principal	-	180,000	180,000	295,000
2015 CO Interest	-	185,200	185,200	178,075
Refunding 2016 Principal	-	291,600	291,600	-
Refunding 2016 Interest	-	11,664	11,664	-
2017 CO Principal	-	-	-	85,000
2017 CO Interest	-	366,600	366,600	366,600
Estimated 2020 CO Interest	-	187,500	-	-
2021 GO Refunding Principal	-	-	-	48,400
2021 GO Refunding Interest	-	-	-	37,942
2021 CO Principal	-	-	-	55,000
2021 CO Interest	-	-	211,271	551,896
Bond Administration Fees	-	1,750	1,750	2,500
<b>Total Debt Service</b>	-	<b>1,785,850</b>	<b>1,785,217</b>	<b>1,887,391</b>

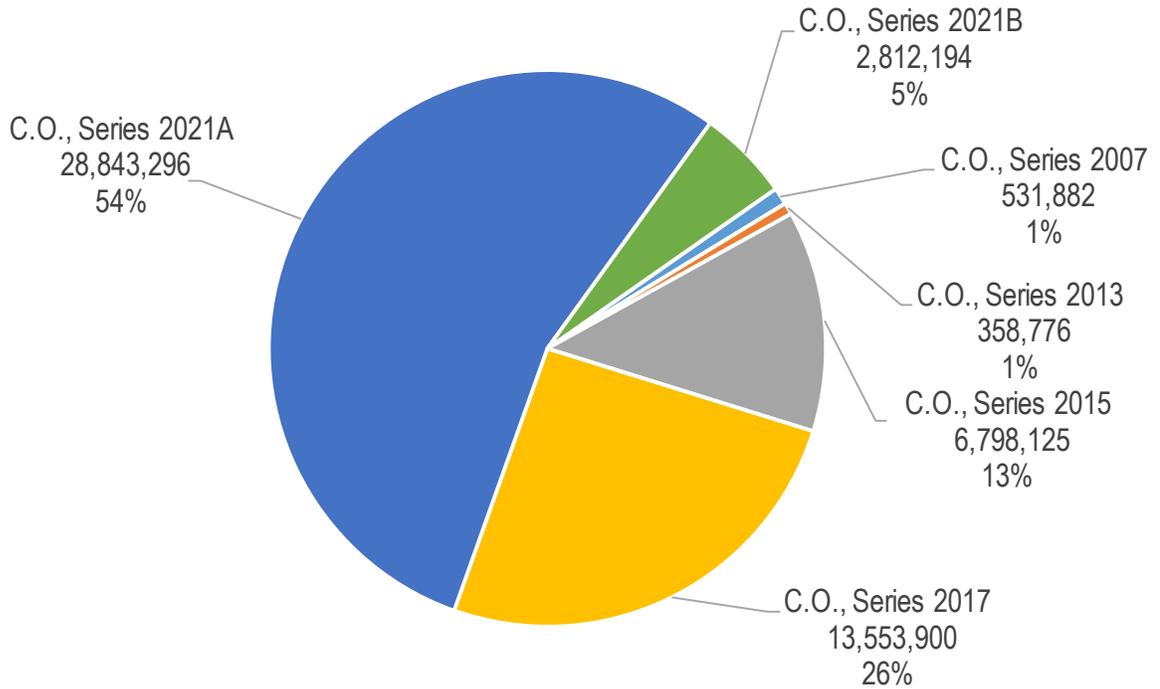
## ENTERPRISE DEBT SERVICE FUND REQUIREMENTS BY YEAR

Fiscal Year	Principal	Interest	Total
2022	719,900	1,164,991	1,884,891
2023	977,000	1,153,260	2,130,260
2024	1,026,400	1,124,142	2,150,542
2025	1,060,300	1,097,742	2,158,042
2026	1,131,300	1,071,801	2,203,101
2027	1,169,000	1,043,259	2,212,259
2028	1,243,200	1,006,796	2,249,996
2029	1,302,000	965,560	2,267,560
2030	1,342,000	921,325	2,263,325
2031	1,410,800	874,861	2,285,661
2032	1,525,200	826,082	2,351,282
2033	1,600,200	770,592	2,370,792
2034	1,710,000	712,063	2,422,063
2035	1,795,000	644,406	2,439,406
2036	1,905,000	573,294	2,478,294
2037	1,980,000	510,250	2,490,250
2038	1,620,000	435,000	2,055,000
2039	1,665,000	386,400	2,051,400
2040	1,715,000	336,450	2,051,450
2041	1,765,000	285,000	2,050,000
2042	1,820,000	232,050	2,052,050
2043	1,875,000	177,450	2,052,450
2044	1,930,000	121,200	2,051,200
2045	1,990,000	63,300	2,053,300
2046	120,000	3,600	123,600
<b>Total</b>	<b>36,397,300</b>	<b>16,500,873</b>	<b>52,898,173</b>

### Enterprise Debt Service Fund Annual Debt Service Requirements



### Total Enterprise Debt Service Fund Debt by Obligation



# Internal Service Fund

## OVERVIEW

Revenues and expenses related to services provided to organizations inside the City on a cost reimbursement basis are accounted for in an Internal Service Fund. The City's Internal Service Fund was set up to provide administrative support services to other Funds of the City.

The Internal Service Fund receives revenues from transfers from the General Fund and the Enterprise Fund.

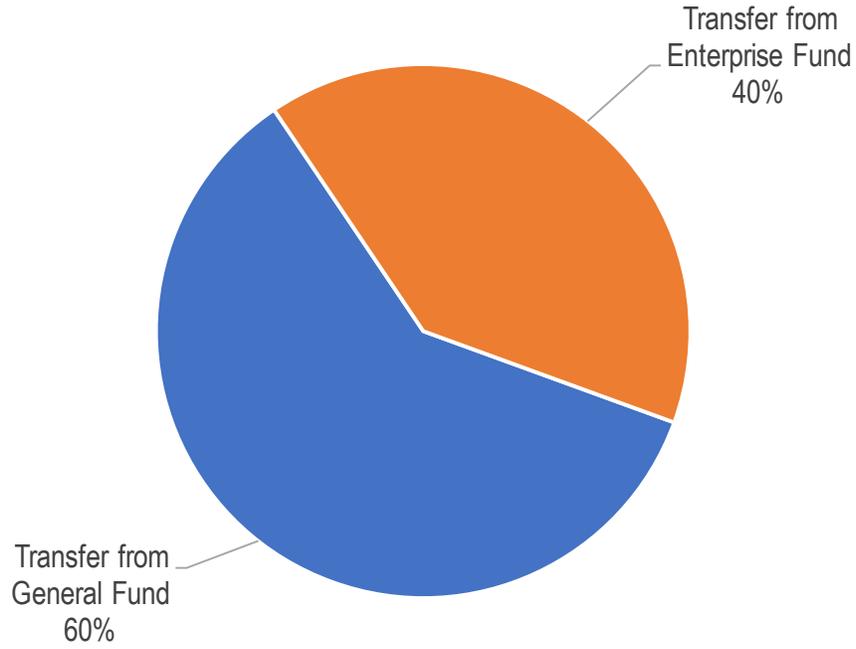
The Internal Service Fund includes these departments:

- Mayor and Council
- Administration
- Public Works Administration
- Finance
- Engineering
- Fleet Services
- Facilities
- Non-Departmental

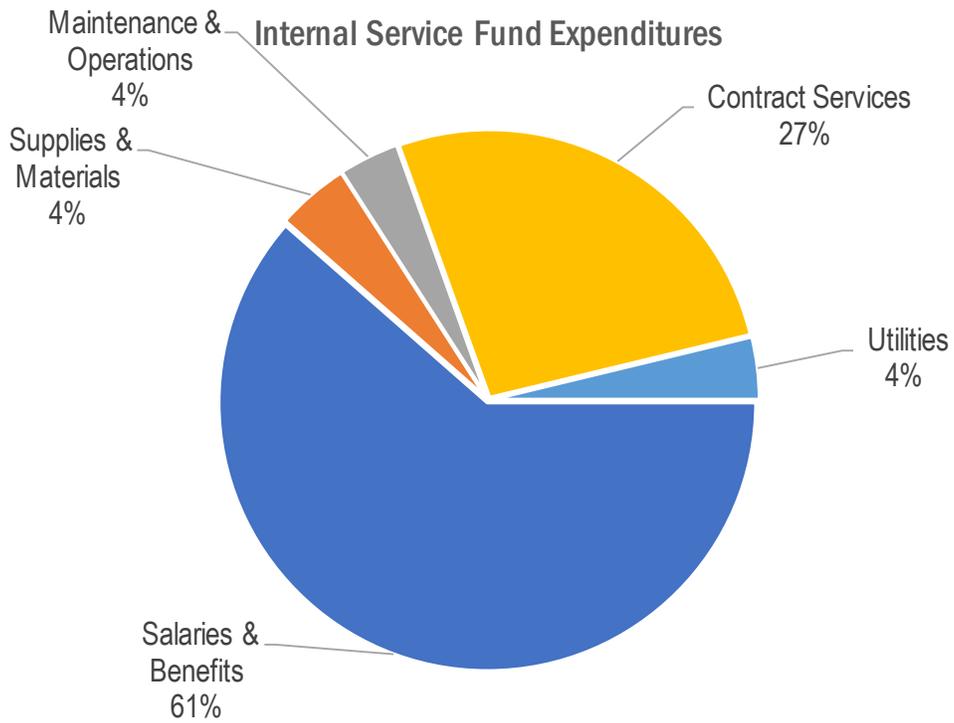
The basis of accounting for the Internal Service Fund for both financial reporting and budgeting is the modified accrual basis.

# INTERNAL SERVICE FUND BUDGET SUMMARY

## Internal Service Fund Revenues



## Internal Service Fund Expenditures



## INTERNAL SERVICE FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>(53,838)</b>	<b>(75,341)</b>	<b>(75,341)</b>	<b>(75,341)</b>
<b>Revenues</b>				
Transfers from Enterprise Fund	1,462,471	1,403,862	1,323,256	1,809,989
Transfers from General Fund	626,773	935,908	882,171	1,206,660
<b>Total Internal Service Fund Revenues</b>	<b>2,089,244</b>	<b>2,339,770</b>	<b>2,205,427</b>	<b>3,016,649</b>
<b>Expenditures</b>				
Salaries & Benefits	1,193,330	1,311,776	1,213,532	1,854,600
Supplies & Materials	107,585	148,600	143,483	133,249
Maintenance & Operations	65,250	79,550	76,863	109,550
Contract Services	634,819	668,520	641,903	805,500
Utilities	96,545	109,000	107,323	113,750
Capital Expenses	12,439	18,248	18,248	-
Debt Service	779	4,076	4,075	-
<b>Total Expenditures</b>	<b>2,110,747</b>	<b>2,339,770</b>	<b>2,205,427</b>	<b>3,016,649</b>
<b>Excess of Revenues over Expenditure</b>	<b>(21,503)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>(75,341)</b>	<b>(75,341)</b>	<b>(75,341)</b>	<b>(75,341)</b>



# City Council

The City of Sanger City Council is elected by the people and is responsible for setting general policy and direction for city government. The Council's budget is split between the General fund and Enterprise fund. The Council's budget includes funds to pay for legal services, audit services and elections.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Encourage the establishment of new commercial business and the expansion of existing businesses in Sanger.
- Encourage development and preservation of the Historic Sanger Downtown area.
- Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger.
- Improve Sanger's street network.
- Encourage job development in Sanger.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

## PERFORMANCE INDICATORS

Indicator	2018-19	2019-20	2020-21
Ordinances Passed by Council	33	37	26
Resolutions Approved by Council	12	12	11
Proclamations Approved by Council	5	5	4
Plats Approved by Council	26	21	

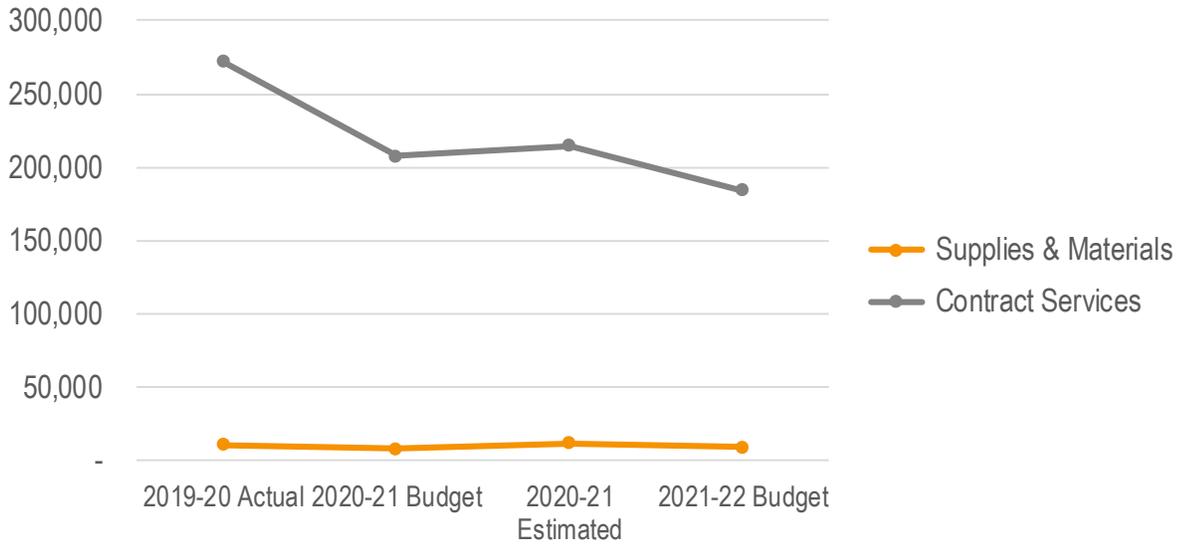
*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

*No personnel are budgeted in this department.*

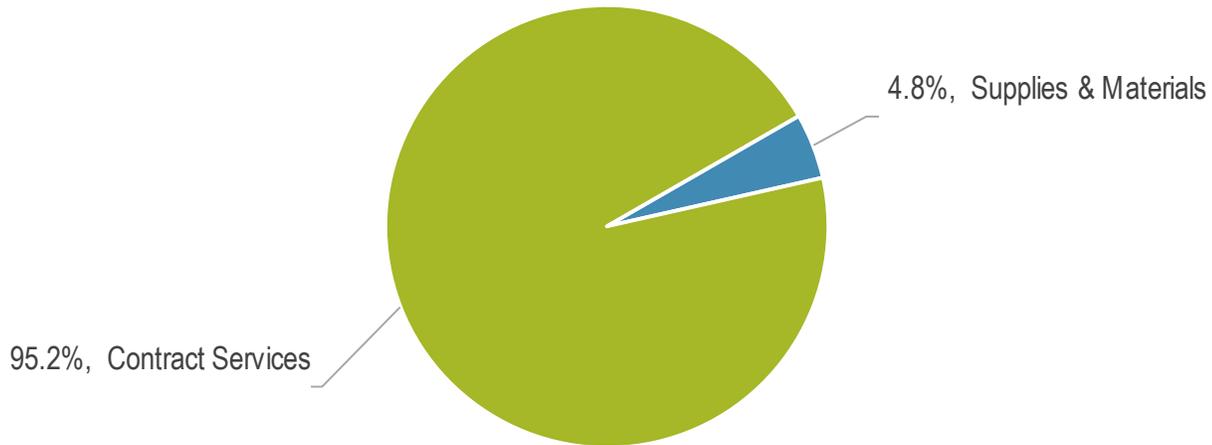
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Supplies & Materials	11,005	7,900	11,808	9,300	1,400	17.72%
Contract Services	272,168	207,550	214,477	184,500	(23,050)	-11.11%
<b>Total</b>	<b>283,173</b>	<b>215,450</b>	<b>226,285</b>	<b>193,800</b>	<b>(21,650)</b>	<b>-10.05%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Administration

The City of Sanger Administration Department is responsible for the daily operations of all aspects of city government. Administration includes the offices of city manager, city secretary and human resources. Its responsibilities include human resources and payroll, record keeping, administration of contracts, oversight of other departments, economic development and long-range planning.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Encourage the establishment of new commercial business and the expansion of existing businesses in Sanger.
- Encourage development and preservation of the Historic Sanger Downtown area.
- Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger.
- Improve Sanger’s street network.
- Encourage job development in Sanger.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

## PERFORMANCE INDICATORS

Indicator	2018-19	2019-20	2020-21
Open Records Requests Completed	155	179	213

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

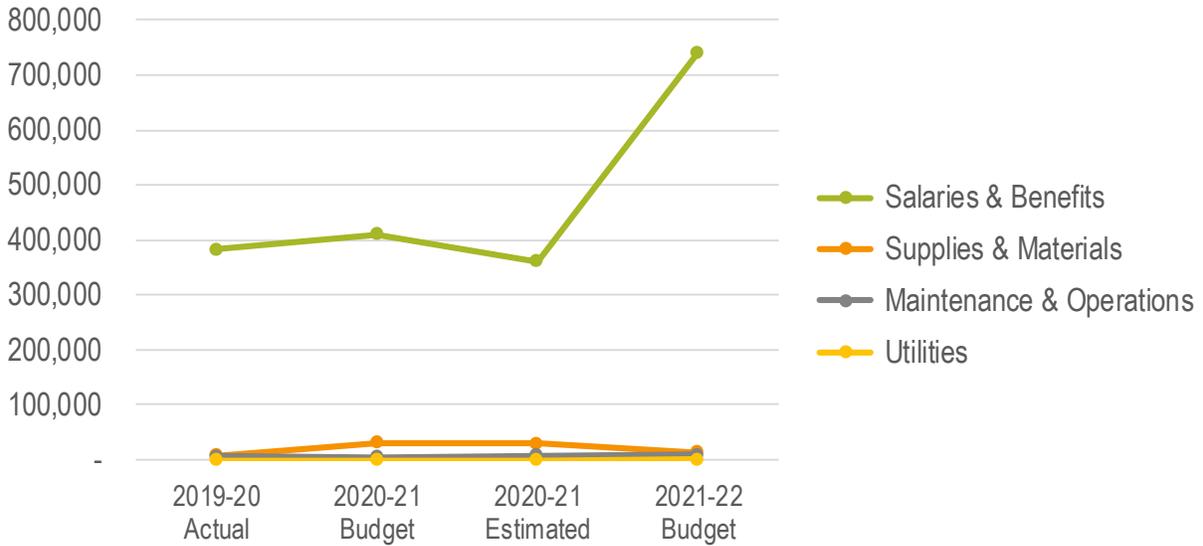
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
City Manager	1	1	1
City Secretary	1	1	1
Human Resourc/Special Projects Director	0	0	1
Assistant City Manager	0	0	1
City Attorney	0	0	1
HR Coordinator	1	1	0
<b>Total Budgeted Positions</b>	<b>3</b>	<b>3</b>	<b>5</b>

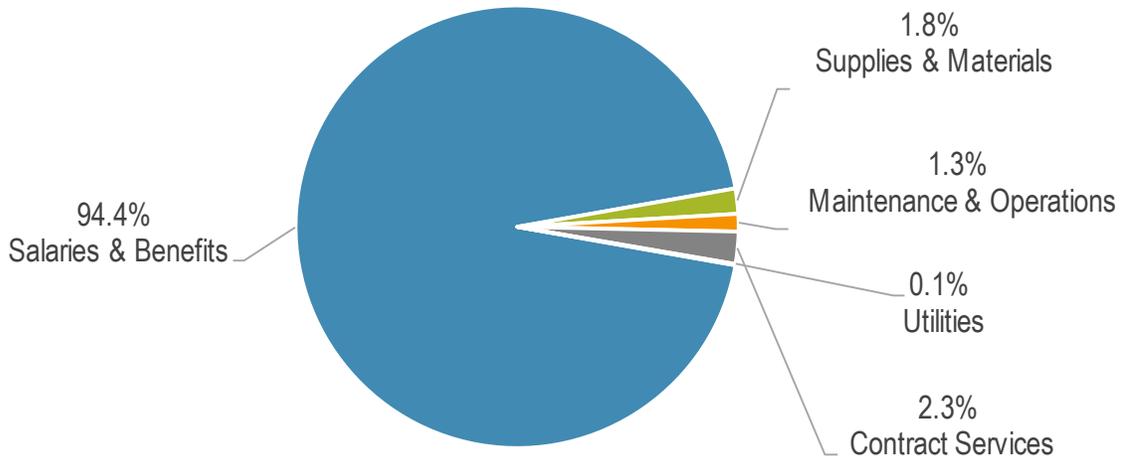
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	382,458	409,600	361,175	740,800	331,200	80.86%
Supplies & Materials	8,342	31,200	30,410	14,500	(16,700)	-53.53%
Maintenance & Operations	6,329	5,000	8,424	10,000	5,000	100.00%
Contract Services	5,676	7,900	211	18,350	10,450	132.28%
Utilities	-	-	-	750	750	-
<b>Total</b>	<b>402,805</b>	<b>453,700</b>	<b>400,220</b>	<b>784,400</b>	<b>330,700</b>	<b>72.89%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Public Works

The City of Sanger Public Works Administration Department oversees the street, park and recreation, fleet maintenance, water and wastewater departments. It is also responsible for engineering services and liaison with outside engineers and contractors. Public Works Administration oversees most capital improvement projects. Engineering also reviews new subdivision plans and serves as the flood plain coordinator.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage development of quality single family residential neighborhoods in Sanger.
- Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger.
- Improve Sanger’s street network.

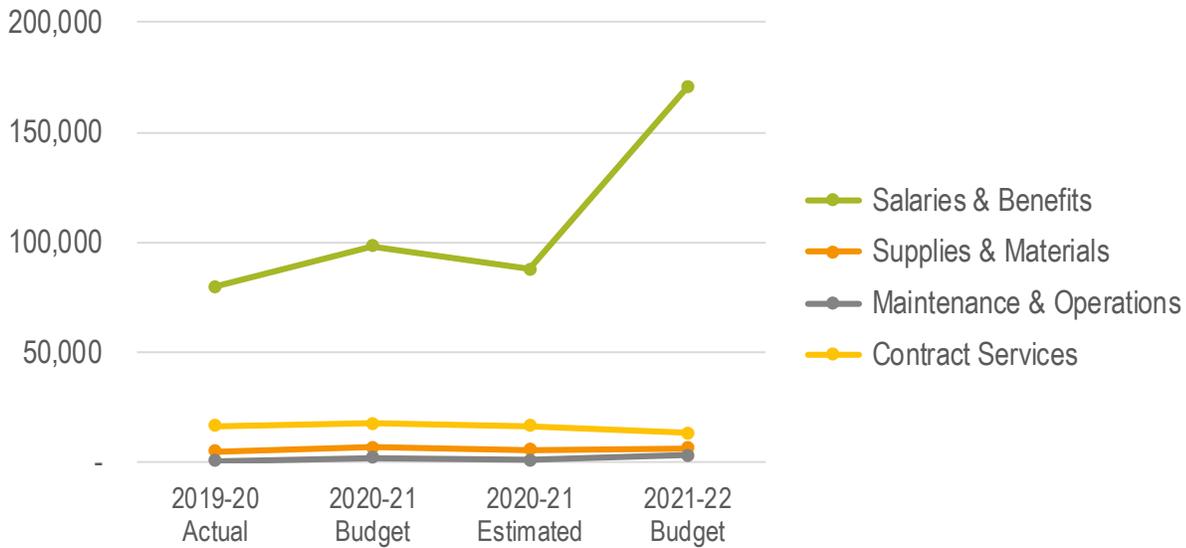
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Public Works Director	0.5	0.5	0.5
Administrative Assistant	0.5	0.5	0.5
Inspector	0	0	1
<b>Total Budgeted Positions</b>	<b>1</b>	<b>1</b>	<b>2</b>

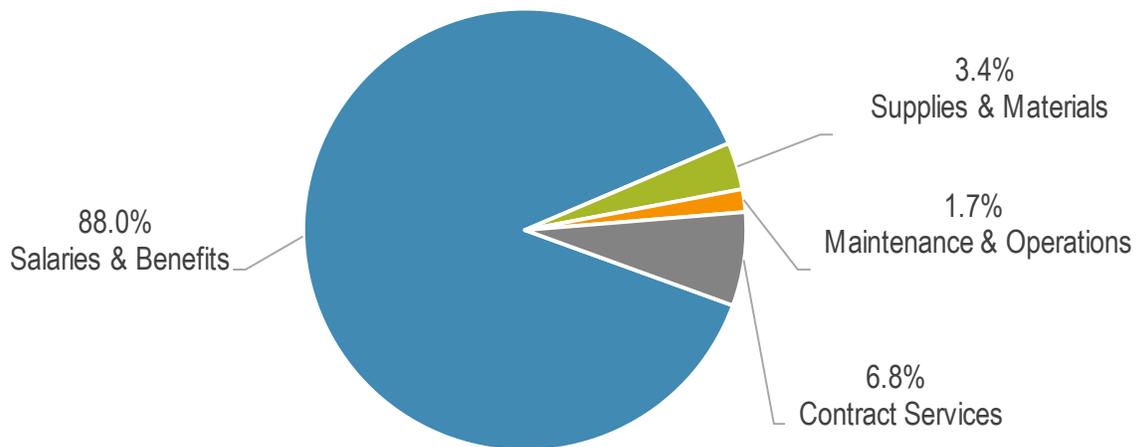
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	79,715	98,400	87,866	170,400	72,000	73.17%
Supplies & Materials	5,043	6,700	5,748	6,650	(50)	99.25%
Maintenance & Operations	860	2,000	890	3,250	1,250	162.50%
Contract Services	16,779	17,670	16,738	13,250	(4,420)	74.99%
<b>Total</b>	<b>102,397</b>	<b>124,770</b>	<b>111,242</b>	<b>193,550</b>	<b>68,780</b>	<b>155.13%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Finance

The Finance Department is responsible for all financial, accounting and utility billing operations of the City. The department is charged with managing the City's resources through budgeting, purchasing, and reporting. Operations of the department include billing and collecting for all utilities, handling all accounts receivable and payable, preparing payroll for all City employees, paying all City obligations, and preparing the City's annual budget document. Finance assists Administration with budget monitoring and provides reports to the City Manager and City Council on current revenues and expenditures.

## Accomplishments:

- The City's audit for FY 2020 resulted in an unmodified ("clean") opinion.
- Received a *Distinguished Budget Presentation Award* from the GFOA for the FY21 Annual Budget.

## Goals for 2020-2021:

- Receive an unmodified ("clean") opinion for the City's audit for FY 2021.
- Receive a *Distinguished Budget Presentation Award* from the GFOA for the FY22 Annual Budget
- Select a new automated meter reading system to meet the demands of the City's growing customer base.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.

## PERFORMANCE INDICATORS

Indicator	2018-19		2019-20		2020-21	
	#	\$	#	\$	#	\$
Vendor Invoices Processed	6,672	\$20,189,174	6,560	\$20,025,263	7,211	\$17,822,882
Purchase Orders Issued	277	\$ 3,375,961	1,979	\$ 6,225,121	201	\$ 3,459,354
Employee Payroll Items Processed	2,400	\$ 3,118,675	2,342	\$ 3,221,366	2,328	\$ 3,378,891
Utility Bills Generated	43,086	\$12,903,975	45,385	\$12,948,464	46,807	\$13,232,590
Utility Payments Processed	42,185	\$12,939,452	42,942	\$12,858,831	45,137	\$13,054,979

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

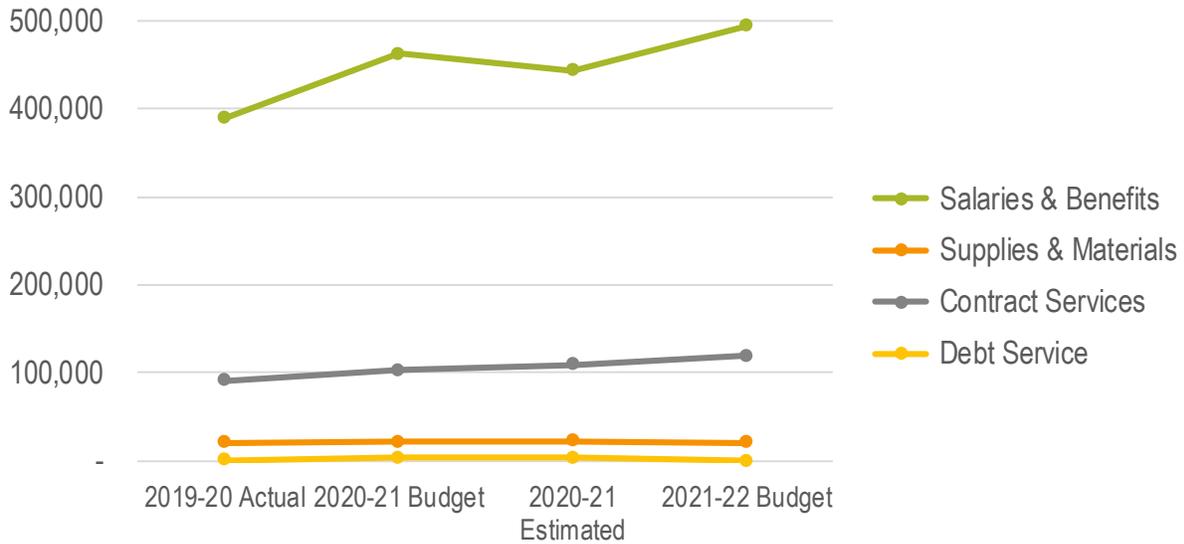
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Finance Director	1	1	1
Accountant	0	1	1
Accounting Technician	4	1	1
Customer Service Manager	0	1	1
Customer Service Representative	0	2	2
<b>Total Budgeted Positions</b>	<b>5</b>	<b>6</b>	<b>6</b>

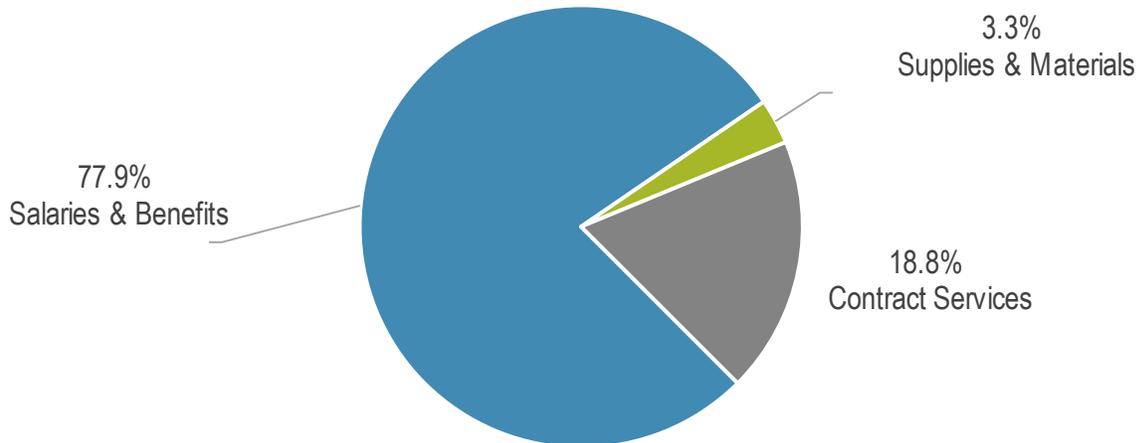
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	389,941	462,576	443,861	494,600	32,024	6.92%
Supplies & Materials	20,763	22,000	22,727	21,000	(1,000)	-4.55%
Contract Services	91,245	103,300	109,112	119,000	15,700	15.20%
Capital Outlay	-	18,248	18,248	-	(18,248)	-100.00%
Debt Service	779	4,076	4,075	-	(4,076)	-100.00%
<b>Total</b>	<b>502,728</b>	<b>610,200</b>	<b>598,023</b>	<b>634,600</b>	<b>24,400</b>	<b>4.00%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Engineering

The City of Sanger Engineering Department is responsible for overseeing major capital infrastructure projects. This is accomplished through work with consultants, engineers, architects, contractors and others to see projects through from start to finish. Types of projects that fall under the purview of engineering include water, waste water, drainage, streets, and sidewalks

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger

*\*Activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

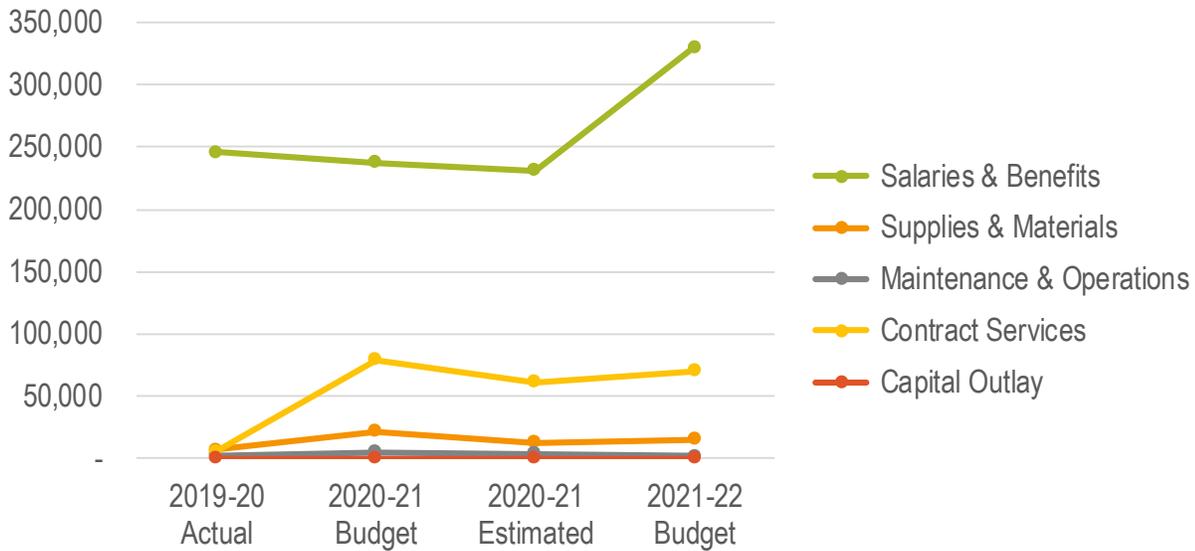
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Engineer	1	1	2
Inspector	1	1	0
Administrative Assistant	0.5	0.5	0.5
<b>Total Budgeted Positions</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>

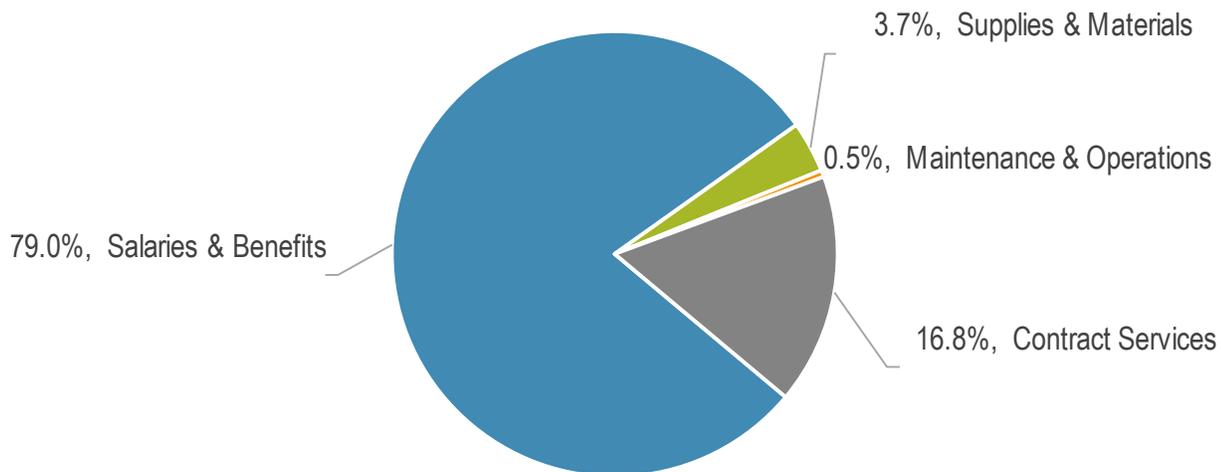
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	245,865	237,100	231,026	330,100	93,000	39.22%
Supplies & Materials	7,144	21,900	12,987	15,500	(6,400)	-29.22%
Maintenance & Operations	2,459	5,250	3,632	2,000	(3,250)	-61.90%
Contract Services	5,623	79,000	61,182	70,000	(9,000)	-11.39%
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>261,091</b>	<b>343,250</b>	<b>308,827</b>	<b>417,600</b>	<b>74,350</b>	<b>21.66%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Fleet Services

The City of Sanger Fleet Services Department provides vehicle and equipment maintenance for all City departments. The Department's mission is to provide excellent customer service, maximize asset availability and provide safe and reliable vehicles and equipment for use in serving the community.

## SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

- Maintain and improve upon the existing country living atmosphere of Sanger.

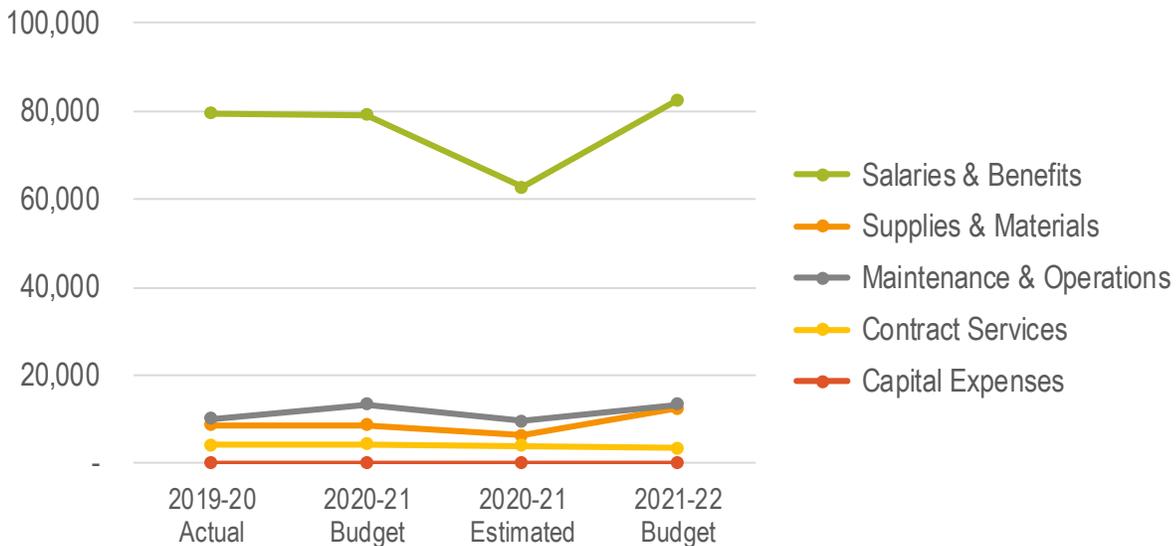
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Mechanic	1	1	1
<b>Total Budgeted Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>

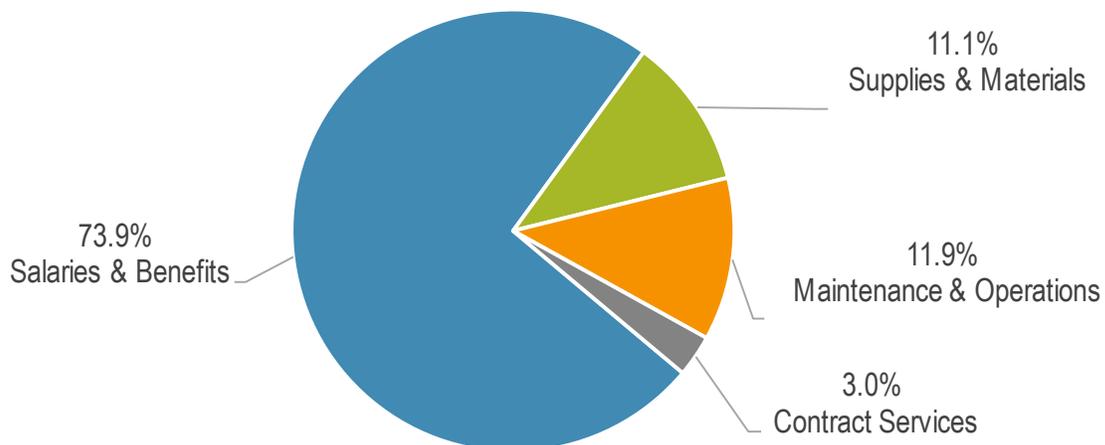
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	79,500	79,100	62,630	82,500	3,400	4.30%
Supplies & Materials	8,727	8,600	6,277	12,399	3,799	44.17%
Maintenance & Operations	10,176	13,300	9,542	13,300	-	0.00%
Contract Services	4,116	4,400	3,999	3,400	(1,000)	-22.73%
Capital Expenses	-	-	-	-	-	-
<b>Total</b>	<b>102,519</b>	<b>105,400</b>	<b>82,448</b>	<b>111,599</b>	<b>6,199</b>	<b>5.88%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Facilities

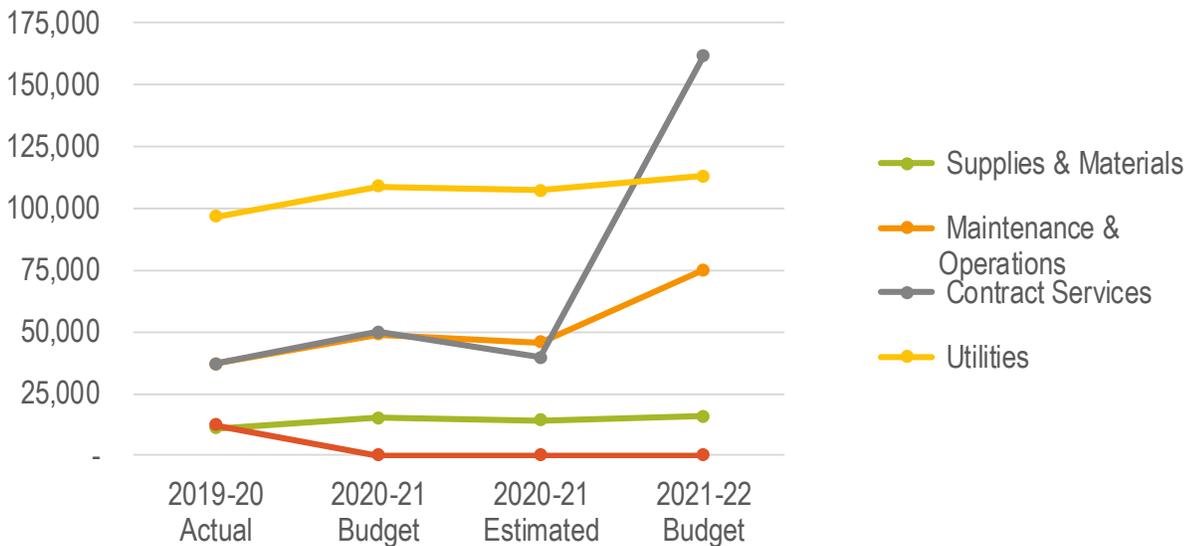
**The City of Sanger Facilities Department provides for the maintenance and operations of City-owned buildings.** This includes repairs, janitorial services and utilities. The Facilities Department has been created for the 2016-2017 budget and assumes the cost of facility maintenance that has previously been accounted for in individual departments.

*No personnel are budgeted in this department.*

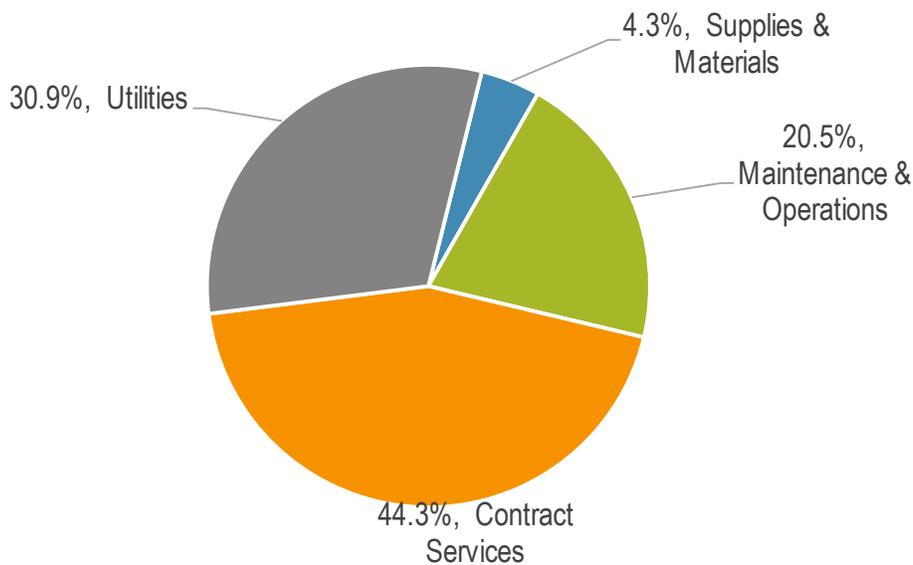
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Supplies & Materials	11,116	15,300	14,356	15,900	600	3.92%
Maintenance & Operations	37,179	49,000	45,768	75,000	26,000	53.06%
Contract Services	36,954	50,000	39,626	162,000	112,000	224.00%
Utilities	96,545	109,000	107,323	113,000	4,000	3.67%
Capital Outlay	12,439	-	-	-	-	-
<b>Total</b>	<b>194,233</b>	<b>223,300</b>	<b>207,073</b>	<b>365,900</b>	<b>142,600</b>	<b>0.00%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Non-Departmental

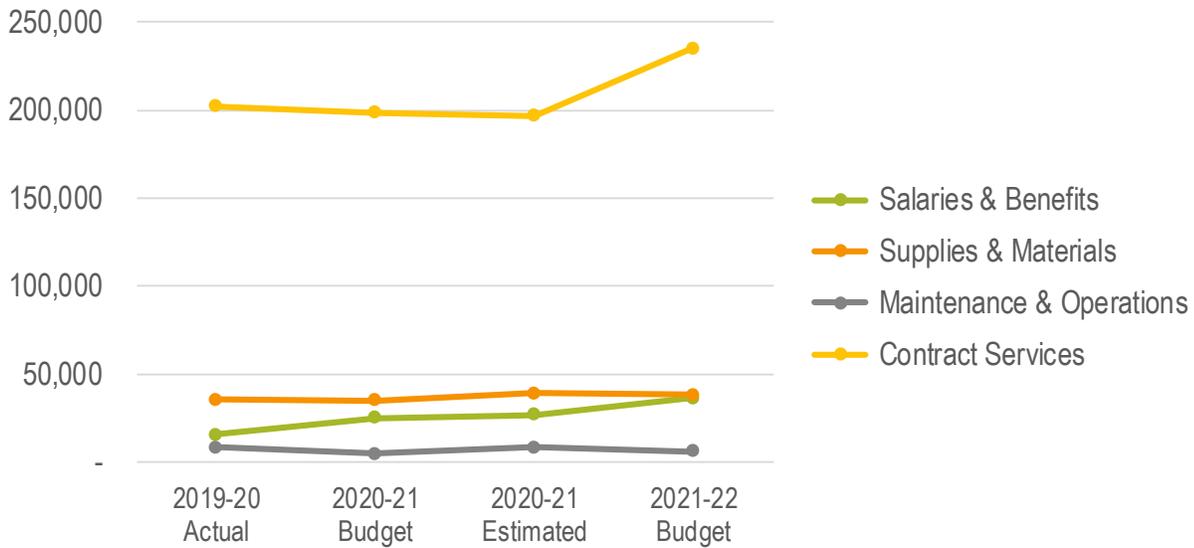
The City of Sanger Non-Departmental Department budget accounts for expenses that cannot easily be attributed to any specific department. This includes postage, property and liability insurance and tax collection fees.

*No personnel are budgeted in this department.*

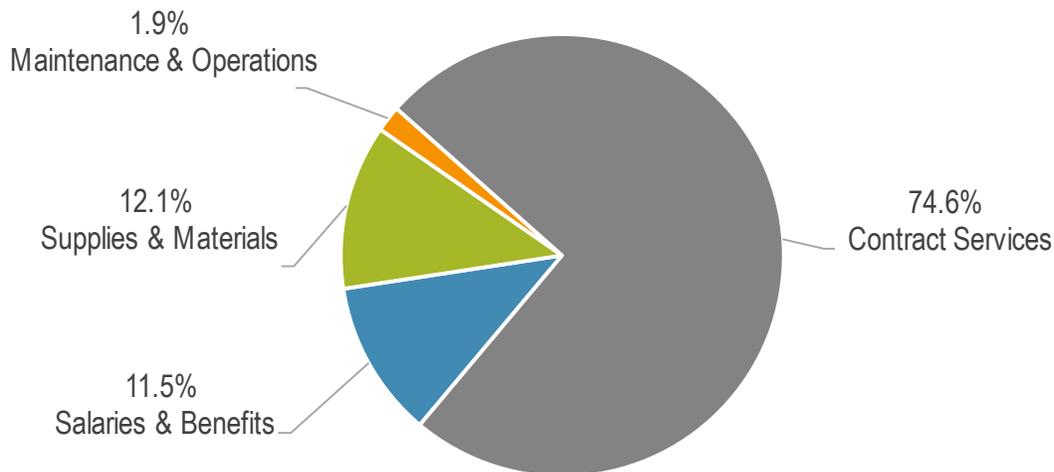
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	15,851	25,000	26,974	36,200	11,200	44.80%
Supplies & Materials	35,445	35,000	39,170	38,000	3,000	8.57%
Maintenance & Operations	8,247	5,000	8,607	6,000	1,000	20.00%
Contract Services	202,258	198,700	196,558	235,000	36,300	18.27%
<b>Total</b>	<b>261,801</b>	<b>263,700</b>	<b>271,309</b>	<b>315,200</b>	<b>51,500</b>	<b>19.53%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# 4A Corporation

## Fund

### OVERVIEW

The Sanger Texas Industrial Development Corporation (4A Fund) is funded by a 1/2 cent sales tax. It is used to help new and existing businesses expand in Sanger with a primary goal of bringing jobs to the Sanger community. Primary jobs include manufacturing and distribution jobs that increase income and enhance the local economy.

The mission of the Sanger Economic Development Corporation is to continually expand our property and sales tax base, encourage creation of jobs, promote tourism, improve the quality of life, and facilitate a self-sustaining local economy for the City by attracting, assisting, and retaining businesses, as well as investing in our community needs to foster growth and encourage tourism.

The Sanger Texas Industrial Development Corporation is governed by a board of five directors, all of whom are appointed by the City Council of the City of Sanger. The 4A Fund was incorporated in the state of Texas as a non-profit industrial development corporation under section 4A of the Development Corporation Act of 1979.

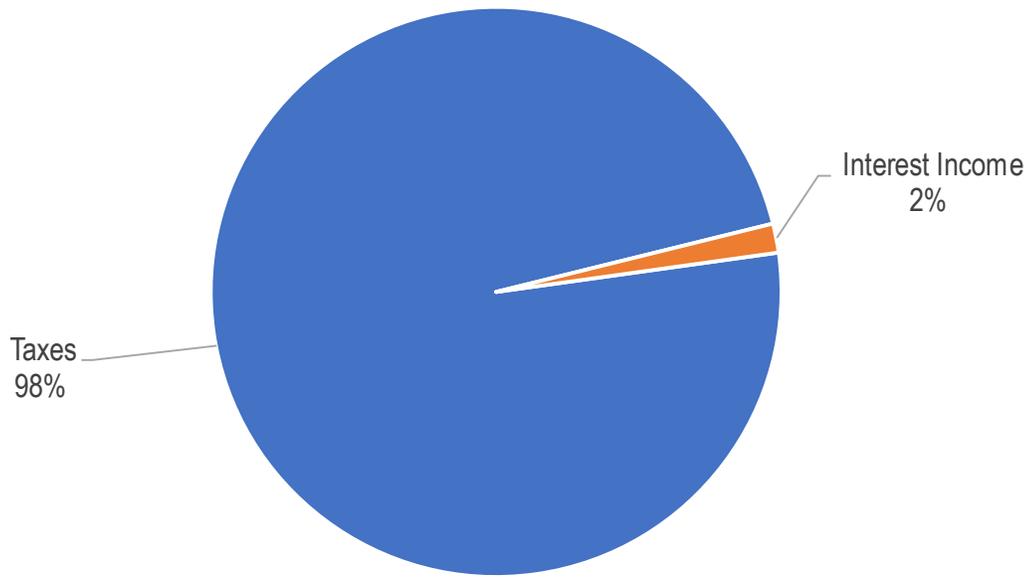
The basis of accounting for the 4A Corporation Fund for both financial reporting and budgeting is the modified accrual basis.

### SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS

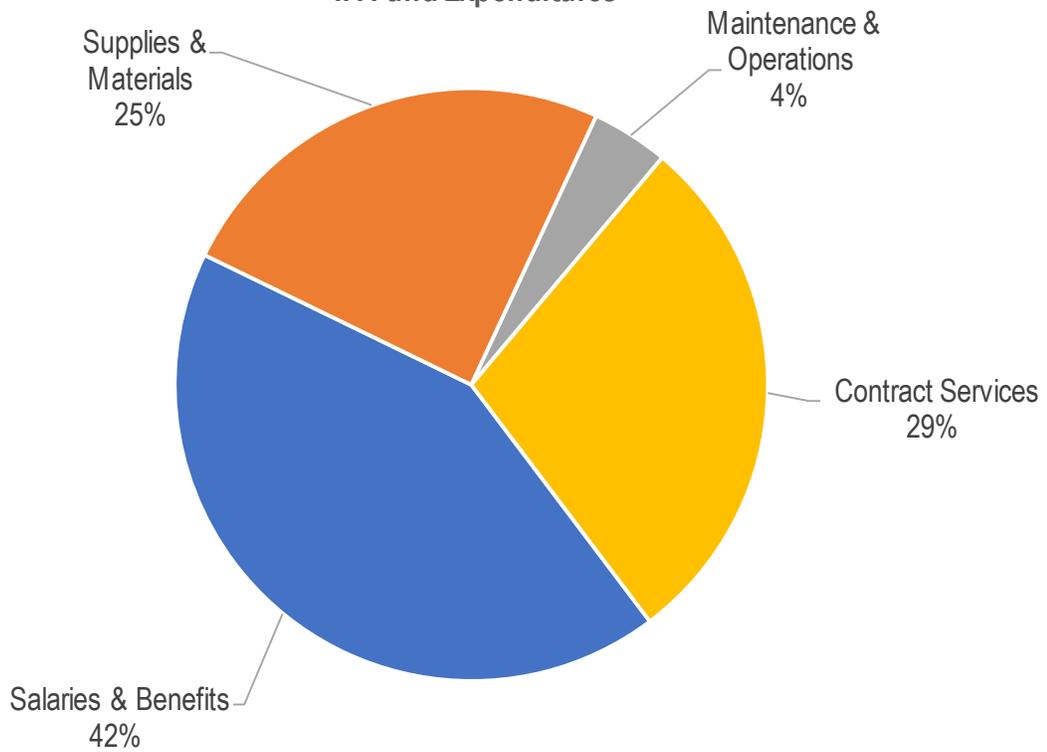
- Maintain and improve upon the existing country living atmosphere of Sanger.
- Encourage the establishment of new commercial business and the expansion of existing businesses in Sanger.
- Encourage development and preservation of the Historic Sanger Downtown area.
- Improve the relationship of mixed land uses and provide optimum opportunity to live and work in Sanger.
- Encourage job development in Sanger.

# 4A CORPORATION FUND BUDGET SUMMARY

## 4A Fund Revenues



## 4A Fund Expenditures



#### 4A CORPORATION FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>1,930,374</b>	<b>2,380,281</b>	<b>2,380,281</b>	<b>2,866,001</b>
<b>Revenues</b>				
Taxes	549,145	462,500	636,104	600,000
Grant Revenue	5,000	-	5,000	-
Interest Income	3,289	4,000	900	10,000
<b>Total Revenues</b>	<b>557,434</b>	<b>466,500</b>	<b>642,004</b>	<b>610,000</b>
<b>Other Sources</b>				
Transfers In	25,000	25,000	25,000	-
<b>Total Other Sources</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>
<b>Total Revenues/Sources</b>	<b>582,434</b>	<b>491,500</b>	<b>667,004</b>	<b>610,000</b>
<b>Expenditures</b>				
Salaries & Benefits	106,022	111,100	108,465	56,700
Supplies & Materials	12,266	27,650	21,457	33,000
Maintenance & Operatio	860	5,601	890	5,601
Contract Services	13,379	27,375	50,472	38,175
<b>Total Expenditures</b>	<b>132,527</b>	<b>171,726</b>	<b>181,284</b>	<b>133,476</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>449,907</b>	<b>319,774</b>	<b>485,720</b>	<b>476,524</b>
<b>Ending Fund Balance</b>	<b>2,380,281</b>	<b>2,700,055</b>	<b>2,866,001</b>	<b>3,342,525</b>

## 4A CORPORATION FUND REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Taxes</b>				
Sales Tax	549,145	462,500	636,104	600,000
<b>Total Taxes</b>	<b>549,145</b>	<b>462,500</b>	<b>636,104</b>	<b>600,000</b>
<b>Miscellaneous Income</b>				
Grant Revenue	5,000	-	5,000	-
Interest Income	3,289	4,000	900	10,000
<b>Total Miscellaneous</b>	<b>8,289</b>	<b>4,000</b>	<b>5,900</b>	<b>10,000</b>
<b>Transfers</b>				
Transfers from 4B Fund	25,000	25,000	25,000	-
<b>Total Transfers</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>
<b>Total Revenues</b>	<b>582,434</b>	<b>491,500</b>	<b>667,004</b>	<b>610,000</b>

# Economic Development

The mission of the Economic Development Department is to retain, strengthen and diversity our local economy while capitalizing on our location in north central Texas.

## Accomplishments for 2020-2021:

- Incentive Training for the Economic Development Boards, Planning and Zoning and City Council
- New Incentive Policy
- Business Retention and Expansion Program
- Received the Texas Economic Development Council 2020 Excellence Recognition Award.
- Received the Sanger Area Chamber of Commerce 2021 Person of the Year Award
- Completed a Local and Regional Profile Document that will be used to generate professional RFP responses
- Received a CoServ Grant in the amount of \$18,120 for a new Economic Development Website
- Created new Brand for the City of Sanger

## Goals/Objectives for 2021-2022:

- Identify and recruit businesses that contribute to Sanger's economic well-being
- Complete 3-5 site visits per month.
- Create a new Economic Development Website that will provide the tools necessary to market Sanger.
- Create a detailed Operations Dashboard that will provide efficient operations tracking and reporting.
- Complete a Sales Tax Workshop
- Create new programs to help market Sanger businesses

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

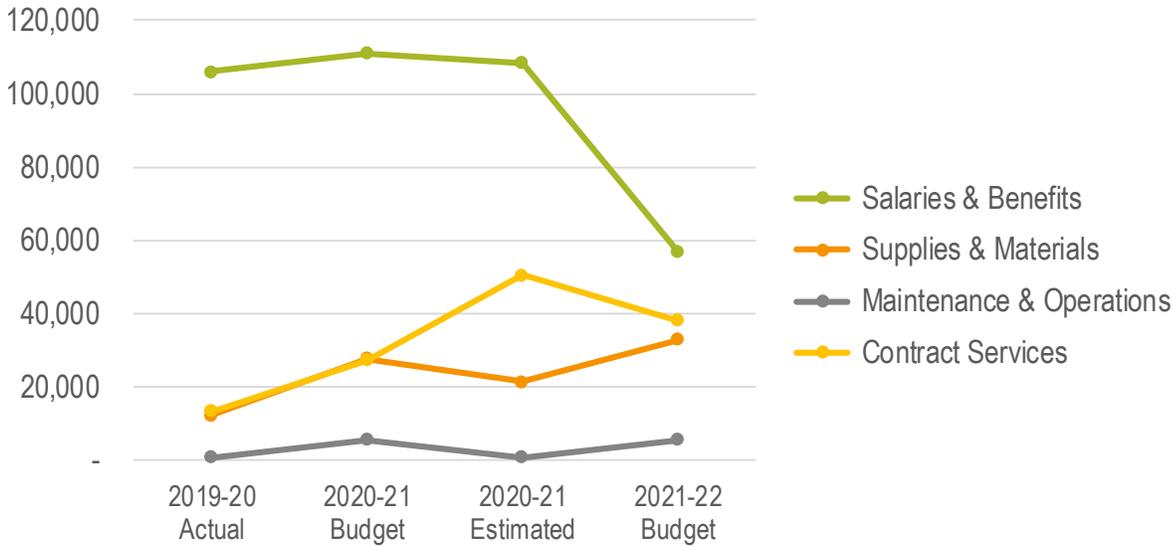
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Director of Economic Development	1	1	0.5
<b>Total Budgeted Positions</b>	<b>1</b>	<b>1</b>	<b>0.5</b>

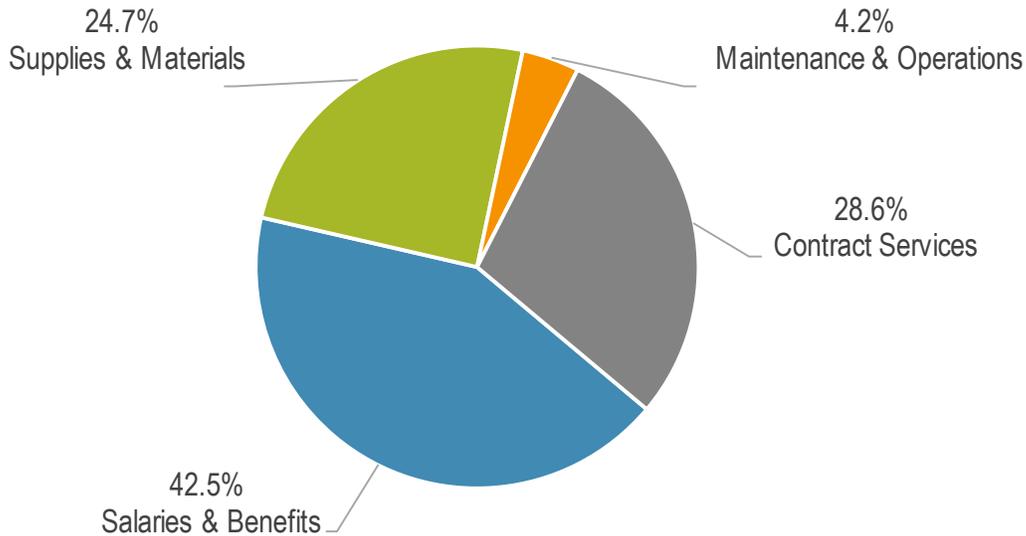
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	106,022	111,100	108,465	56,700	(54,400)	-48.96%
Supplies & Materials	12,266	27,650	21,457	33,000	5,350	19.35%
Maintenance & Operations	860	5,601	890	5,601	-	0.00%
Contract Services	13,379	27,375	50,472	38,175	10,800	39.45%
<b>Total</b>	<b>132,527</b>	<b>171,726</b>	<b>181,284</b>	<b>133,476</b>	<b>(38,250)</b>	<b>-22.27%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# 4B Corporation

# Fund

## **OVERVIEW**

The Sanger Texas Economic Development Corporation (4B Fund) is funded by a 1/2 cent sales tax. It is used to enhance the local economy by improving the quality of life. This includes park improvements, downtown streetscaping and other projects that make living in Sanger enjoyable.

The Sanger Texas Economic Development Corporation is governed by a board of seven directors, all of whom are appointed by the City Council of the City of Sanger. The 4B Fund was incorporated in the state of Texas as a nonprofit industrial development corporation under Section 4B of the Development Corporation Act of 1979.

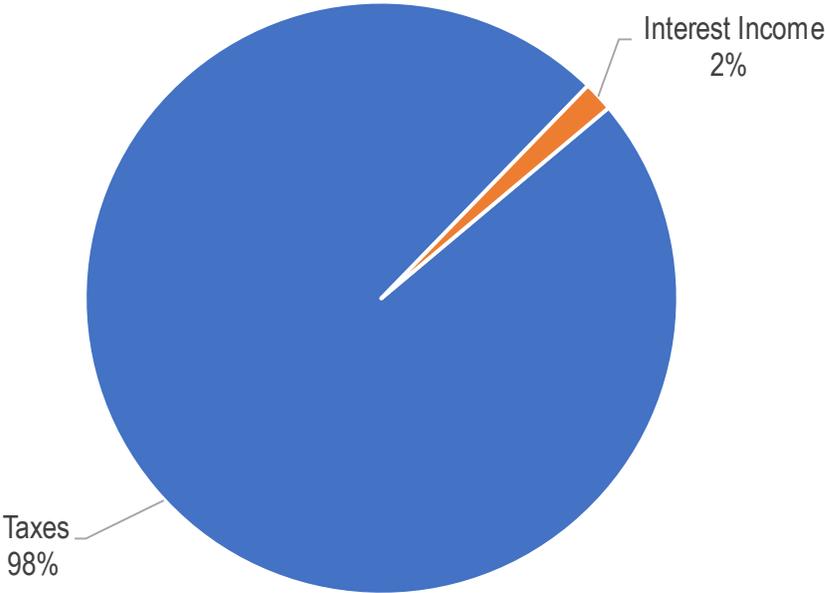
The basis of accounting for the 4B Corporation Fund for both financial reporting and budgeting is the modified accrual basis.

## **SANGER COMPREHENSIVE PLAN GOALS SUPPORTED THROUGH OPERATIONS**

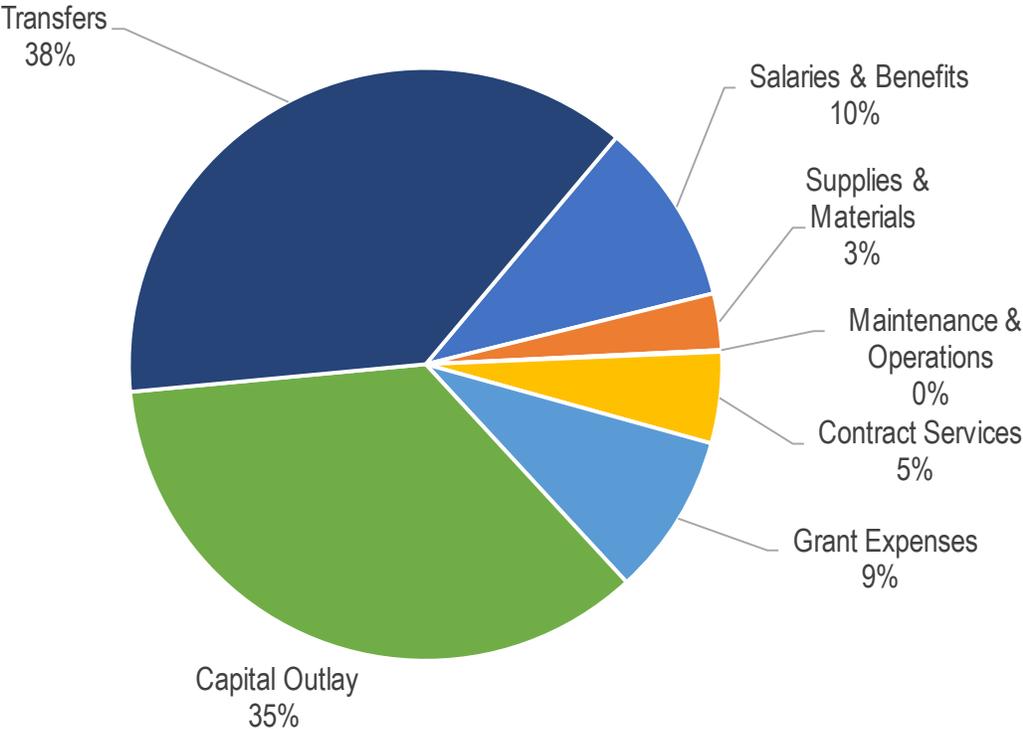
- Maintain and improve upon the existing country living atmosphere of Sanger.
- Develop, expand, and maintain the Sanger Park System with a variety of parks, open spaces and recreational facilities.

4B CORPORATION FUND BUDGET SUMMARY

4B Fund Revenues



4B Fund Expenditures



## 4B CORPORATION FUND BUDGET SUMMARY

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>1,230,488</b>	<b>1,535,134</b>	<b>1,535,134</b>	<b>1,880,101</b>
<b>Revenues</b>				
Taxes	549,145	462,500	636,104	600,000
Interest Income	5,179	5,000	3,918	10,000
<b>Total Revenues</b>	<b>554,324</b>	<b>467,500</b>	<b>640,022</b>	<b>610,000</b>
<b>Expenditures</b>				
Salaries & Benefits	-	-	-	56,700
Supplies & Materials	-	12,050	6,058	17,400
Maintenance & Operatio	-	600	-	600
Contract Services	2,178	12,375	51,497	28,175
Grant Expenses	10,000	50,000	-	50,000
Capital Outlay	-	-	-	200,000
<b>Total Expenditures</b>	<b>12,178</b>	<b>75,025</b>	<b>57,555</b>	<b>352,875</b>
<b>Other Uses</b>				
Transfers Out	237,500	237,500	237,500	212,500
<b>Total Other Uses</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>212,500</b>
<b>Total Expenses/Uses</b>	<b>249,678</b>	<b>312,525</b>	<b>295,055</b>	<b>565,375</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>304,646</b>	<b>154,975</b>	<b>344,967</b>	<b>44,625</b>
<b>Ending Fund Balance</b>	<b>1,535,134</b>	<b>1,690,109</b>	<b>1,880,101</b>	<b>1,924,726</b>

## 4B CORPORATION REVENUES

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Taxes</b>				
Sales Tax	549,145	462,500	636,104	600,000
<b>Total Taxes</b>	<b>549,145</b>	<b>462,500</b>	<b>636,104</b>	<b>600,000</b>
<b>Miscellaneous Income</b>				
Interest Income	5,179	5,000	3,918	10,000
<b>Total Miscellaneous</b>	<b>5,179</b>	<b>5,000</b>	<b>3,918</b>	<b>10,000</b>
<b>Total Revenues</b>	<b>554,324</b>	<b>467,500</b>	<b>640,022</b>	<b>610,000</b>

# Economic Development

The mission of the Economic Development Department is to retain, strengthen and diversity our local economy while capitalizing on our location in north central Texas.

## Accomplishments for 2020-2021:

- Incentive Training for the Economic Development Boards, Planning and Zoning and City Council
- New Incentive Policy
- Business Retention and Expansion Program
- Received the Texas Economic Development Council 2020 Excellence Recognition Award.
- Received the Sanger Area Chamber of Commerce 2021 Person of the Year Award
- Completed a Local and Regional Profile Document that will be used to generate professional RFP responses
- Received a CoServ Grant in the amount of \$18,120 for a new Economic Development Website
- Created new Brand for the City of Sanger

## Goals/Objectives for 2021-2022:

- Identify and recruit businesses that contribute to Sanger’s economic well-being
- Complete 3-5 site visits per month.
- Create a new Economic Development Website that will provide the tools necessary to market Sanger.
- Create a detailed Operations Dashboard that will provide efficient operations tracking and reporting.
- Complete a Sales Tax Workshop
- Create new programs to help market Sanger businesses

*\*More activity details are provided in the September 2021 Monthly Report located in the Appendix of this document.*

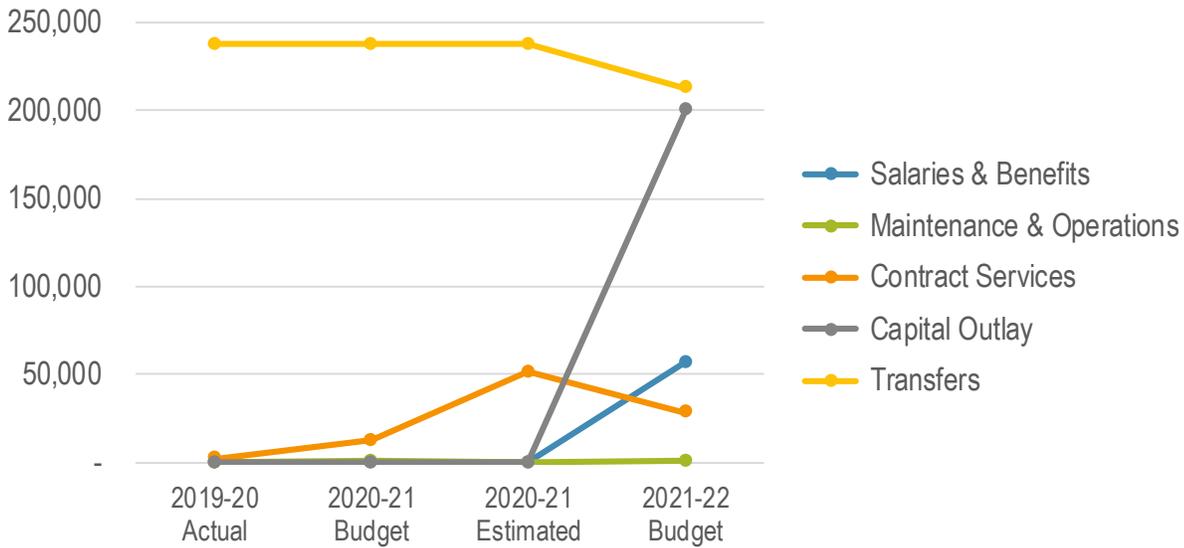
## BUDGETED PERSONNEL SCHEDULE

Position Title	2019-20	2020-21	2021-22
Director of Economic Development	0	0	0.5
<b>Total Budgeted Positions</b>	<b>0</b>	<b>0</b>	<b>0.5</b>

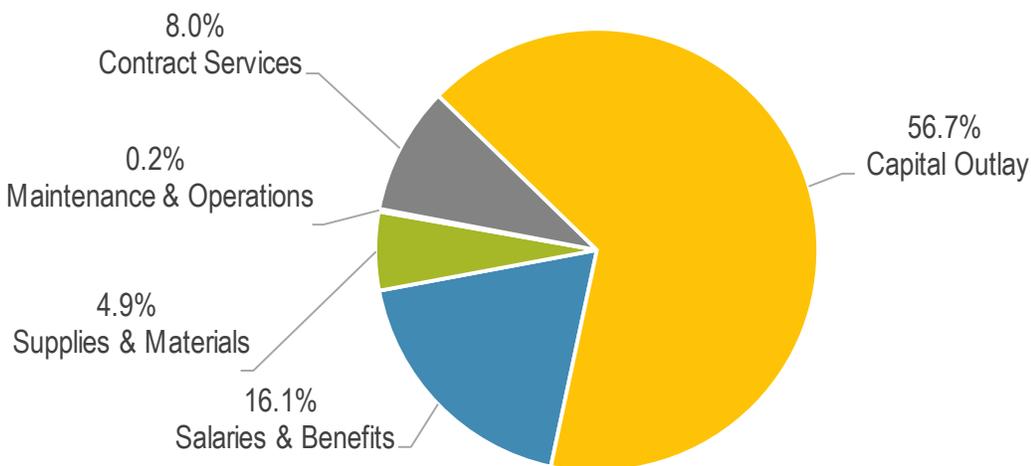
## DEPARTMENTAL EXPENDITURES

Category	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget	Difference	Percent Change
Salaries & Benefits	-	-	-	56,700	56,700	-
Supplies & Materials	-	12,050	6,058	17,400	5,350	44.40%
Maintenance & Operations	-	600	-	600	-	0.00%
Contract Services	2,178	12,375	51,497	28,175	15,800	127.68%
Grant Expenses	10,000	50,000	-	50,000	-	0.00%
Capital Outlay	-	-	-	200,000	200,000	-
Transfers	237,500	237,500	237,500	212,500	(25,000)	-10.53%
<b>Total</b>	<b>249,678</b>	<b>312,525</b>	<b>295,055</b>	<b>565,375</b>	<b>252,850</b>	<b>80.91%</b>

## EXPENDITURE BY CATEGORY



## EXPENDITURE ALLOCATION



# Special Revenue Funds

## OVERVIEW

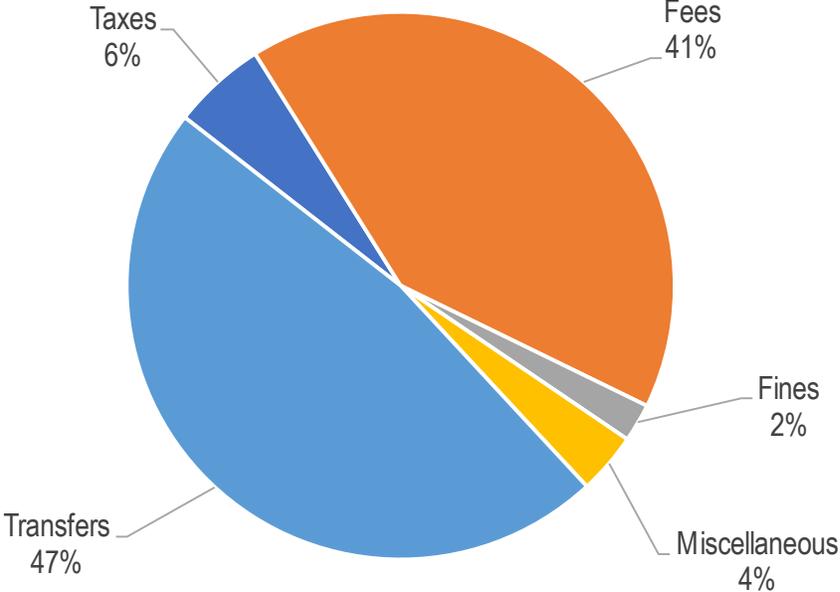
The City utilizes Special Revenue Funds to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes. The City utilizes the following Special Revenue Funds:

- Hotel Occupancy Tax Fund
- General Storm Recovery Fund
- Electric Storm Recovery Fund
- Beautification Fund
- Library Restricted Fund
- Parkland Dedication Fund
- Roadway Impact Fee Fund
- Court Security Fund
- Court Technology Fund
- Child Safety Fee Fund
- Police Donations Fund
- Fire Donations Fund
- Parks Donations Fund
- Library Donations Fund

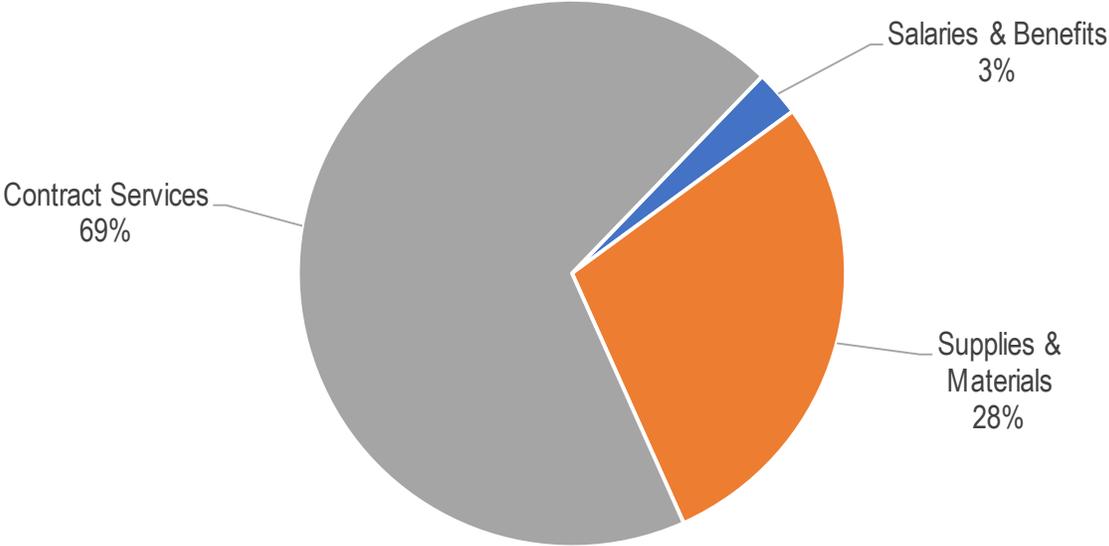
The basis of accounting for the Special Revenue Funds for both financial reporting and budgeting is the modified accrual basis.

**SPECIAL REVENUE FUNDS BUDGET SUMMARY**

**Special Revenue Funds Revenues**



**Special Revenue Funds Expenditures**



# COMBINED SCHEDULE OF ALL SPECIAL REVENUE FUNDS

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	829,729	1,224,362	1,224,362	2,081,483
<b>Revenues</b>				
Taxes	19,453	20,000	39,143	35,000
Fees	371,458	300,000	263,986	260,000
Fines	11,660	10,600	14,810	14,250
Interest Income	390	350	183	17,850
Miscellaneous	2,600	5,000	1,935	5,000
<b>Total Special Revenue Fund Revenues</b>	<b>405,561</b>	<b>335,950</b>	<b>320,057</b>	<b>332,100</b>
<b>Other Sources</b>				
Transfers	-	552,000	552,000	300,000
<b>Total Other Sources</b>	<b>-</b>	<b>552,000</b>	<b>552,000</b>	<b>300,000</b>
<b>Total Revenues/Sources</b>	<b>405,561</b>	<b>887,950</b>	<b>872,057</b>	<b>632,100</b>
<b>Expenditures</b>				
Salaries & Benefits	-	800	73	1,000
Supplies & Materials	-	11,775	-	10,500
Contract Services	10,928	21,800	14,863	25,500
<b>Total Special Revenue Fund Expenditu</b>	<b>10,928</b>	<b>34,375</b>	<b>14,936</b>	<b>37,000</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>394,633</b>	<b>853,575</b>	<b>857,121</b>	<b>595,100</b>
<b>Ending Fund Balance</b>	<b>1,224,362</b>	<b>2,077,937</b>	<b>2,081,483</b>	<b>2,676,583</b>

## HOTEL OCCUPANCY FUND

The Hotel Occupancy Tax Fund is used to account for revenues from the Hotel Occupancy Tax.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	49,805	59,175	59,175	86,318
<b>Revenues</b>				
Taxes	19,453	20,000	39,143	35,000
<b>Total Hotel Tax Fund Revenues</b>	<b>19,453</b>	<b>20,000</b>	<b>39,143</b>	<b>35,000</b>
<b>Expenditures</b>				
Contract Services	10,083	12,000	12,000	14,000
<b>Total Hotel Tax Fund Expenditures</b>	<b>10,083</b>	<b>12,000</b>	<b>12,000</b>	<b>14,000</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>9,370</b>	<b>8,000</b>	<b>27,143</b>	<b>21,000</b>
<b>Ending Fund Balance</b>	<b>59,175</b>	<b>67,175</b>	<b>86,318</b>	<b>107,318</b>

## GENERAL STORM RECOVERY FUND

The General Storm Recovery Fund is used to account for monies set aside to repair damage of General Fund assets caused by storms and other weather events. This fund is new for the 2020-2021 budget year

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	-	-	-	400,000
<b>Revenues/Other Sources</b>				
Transfer from General Fund	-	400,000	400,000	300,000
<b>Total General Storm Recovery Fund Reven</b>	<b>-</b>	<b>400,000</b>	<b>400,000</b>	<b>300,000</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>-</b>	<b>400,000</b>	<b>400,000</b>	<b>300,000</b>
<b>Ending Fund Balance</b>	<b>-</b>	<b>400,000</b>	<b>400,000</b>	<b>700,000</b>

# ELECTRIC STORM RECOVERY FUND

The Electric Storm Recovery Fund is utilized to account for funds to repair the City’s electric system following storms and other weather events. Prior to the 2020-2021 budget, these funds were accounted for in the Enterprise Fund. For 2020-2021, a separate fund is established to account for these monies.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	-	-	-	152,000
<b>Revenues/Other Sources</b>				
Interest	-	-	19,035	17,500
Transfer from Enterprise Fund	-	152,000	152,000	-
<b>Total General Storm Recovery Fund Reven</b>	-	152,000	152,000	-
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	-	152,000	152,000	-

# BEAUTIFICATION FUND

The Beautification Fund is utilized to account for revenue sources dedicated to beautification of City-owned parks by the Parks Department.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	5,526	5,526	5,526	5,526
<b>Revenues</b>				
Miscellaneous	-	500	-	500
<b>Total Beautification Fund Revenues</b>	-	500	-	500
<b>Expenditures</b>				
Supplies & Materials	-	6,000	-	6,000
<b>Total Beautification Fund Expenditures</b>	-	6,000	-	6,000
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	-	(5,500)	-	(5,500)
<b>Ending Fund Balance</b>	5,526	26	5,526	26

## LIBRARY RESTRICTED FUND

The Library Restricted Fund is utilized to account for specific revenues set aside for future Library expenditures.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	97,940	98,330	98,330	98,513
<b>Revenues</b>				
Interest Income	390	350	183	350
<b>Total Library Restricted Fund Revenues</b>	<b>390</b>	<b>350</b>	<b>183</b>	<b>350</b>
<b>Ending Fund Balance</b>	98,330	98,680	98,513	98,863

## PARKLAND DEDICATION FUND

The Parkland Dedication Fund is utilized to account for the collection and expenditure of Parkland Dedication Fees. City Ordinances requires new residential developments to provide for community parks and open spaces.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	53,012	104,428	104,428	104,428
<b>Revenues</b>				
Parkland Dedication Fee	51,416	50,000	-	10,000
<b>Total Parkland Dedication Fund Revenues</b>	<b>51,416</b>	<b>50,000</b>	<b>-</b>	<b>10,000</b>
<b>Ending Fund Balance</b>	104,428	154,428	104,428	114,428

## ROADWAY IMPACT FEE FUND

The Roadway Impact Fee Fund is utilized to account for the collection and expenditure of Roadway Impact Fee. City Ordinances requires each development to pay a share of the cost of such capital improvements or roadway expenditures attributable to such new development.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	562,051	882,093	882,093	1,146,079
<b>Revenues</b>				
Roadway Impact Fee	320,042	250,000	263,986	250,000
<b>Total Roadway Impact Fee Fund Revenues</b>	<b>320,042</b>	<b>250,000</b>	<b>263,986</b>	<b>250,000</b>
<b>Ending Fund Balance</b>	882,093	1,132,093	1,146,079	1,396,079

## COURT SECURITY FUND

The Court Security Fund is utilized to account for Court Security Fees imposed on convictions by the Sanger Municipal Court.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	9,852	11,033	11,033	13,971
<b>Revenues</b>				
Fines	1,181	800	3,011	2,750
<b>Total Court Security Fund Revenues</b>	<b>1,181</b>	<b>800</b>	<b>3,011</b>	<b>2,750</b>
<b>Expenditures</b>				
Salaries & Benefits	-	800	73	1,000
<b>Total Court Security Fund Expenditure</b>	<b>-</b>	<b>800</b>	<b>73</b>	<b>1,000</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>1,181</b>	<b>-</b>	<b>2,938</b>	<b>1,750</b>
<b>Ending Fund Balance</b>	11,033	11,033	13,971	15,721

## COURT TECHNOLOGY FUND

The Court Technology Fund is utilized to account for Court Technology Fees imposed on convictions by the Sanger Municipal Court.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	151	436	436	94
<b>Revenues</b>				
Fines	1,130	800	2,521	2,500
<b>Total Court Technology Fund Revenue</b>	<b>1,130</b>	<b>800</b>	<b>2,521</b>	<b>2,500</b>
<b>Expenditures</b>				
Contract Services	845	800	2,863	2,500
<b>Total Court Technology Fund Expendit</b>	<b>845</b>	<b>800</b>	<b>2,863</b>	<b>2,500</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>285</b>	<b>-</b>	<b>(342)</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>436</b>	<b>436</b>	<b>94</b>	<b>94</b>

## CHILD SAFETY FUND

The Child Safety Fund is utilized to account for Child Safety Fees collected by the Sanger Municipal Court.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	35,944	45,293	45,293	54,571
<b>Revenues</b>				
Fines	9,349	9,000	9,278	9,000
<b>Total Child Safety Fee Fund Revenues</b>	<b>9,349</b>	<b>9,000</b>	<b>9,278</b>	<b>9,000</b>
<b>Expenditures</b>				
Contract Services	-	9,000	-	9,000
<b>Total Child Safety Fee Fund Expendit</b>	<b>-</b>	<b>9,000</b>	<b>-</b>	<b>9,000</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>9,349</b>	<b>-</b>	<b>9,278</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>45,293</b>	<b>45,293</b>	<b>54,571</b>	<b>54,571</b>

## POLICE DONATIONS FUND

The Police Donations Fund is utilized to account for specific funds donated for the exclusive use of the Sanger Police Department.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	78	78	78	78
<b>Revenues</b>				
Miscellaneous	-	2,500	-	2,500
<b>Total Police Donations Fund Revenues</b>	-	2,500	-	2,500
<b>Expenditures</b>				
Supplies & Materials	-	2,500	-	2,500
<b>Total Police Donations Fund Expenditure</b>	-	2,500	-	2,500
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	-	-	-	-
<b>Ending Fund Balance</b>	78	78	78	78

## FIRE DONATIONS FUND

The Fire Donations Fund is utilized to account for specific funds donated for the exclusive use of the Sanger Fire Department.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	6,100	6,150	6,150	6,775
<b>Revenues</b>				
Miscellaneous	50	1,000	625	1,000
<b>Total Fire Donations Fund Revenues</b>	50	1,000	625	1,000
<b>Expenditures</b>				
Supplies & Materials	-	2,275	-	1,000
<b>Total Fire Donations Fund Expenditure</b>	-	2,275	-	1,000
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	50	(1,275)	625	-
<b>Ending Fund Balance</b>	6,150	4,875	6,775	6,775

## PARK DONATIONS FUND

The Park Donations Fund is utilized to account for specific funds donated for the exclusive use of the Parks Department.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	3,061	5,561	5,561	6,311
<b>Revenues</b>				
Miscellaneous	2,500	500	750	500
<b>Total Park Donations Fund Revenues</b>	<b>2,500</b>	<b>500</b>	<b>750</b>	<b>500</b>
<b>Expenditures</b>				

## LIBRARY DONATIONS FUND

The Library Donations Fund is utilized to account for specific funds donated for the exclusive use of the Sanger Public Library.

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	6,209	6,259	6,259	6,819
<b>Revenues</b>				
Miscellaneous	50	500	560	500
<b>Total Library Donations Fund Revenue</b>	<b>50</b>	<b>500</b>	<b>560</b>	<b>500</b>
<b>Expenditures</b>				
Supplies & Materials	-	500	-	500
<b>Total Library Donations Fund Expendit</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>500</b>
<b>Excess of Revenues/Sources over Expenditures/Uses</b>	<b>50</b>	<b>-</b>	<b>560</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>6,259</b>	<b>6,259</b>	<b>6,819</b>	<b>6,819</b>



# CAPITAL PROJECTS FUNDS

# Capital Projects Funds

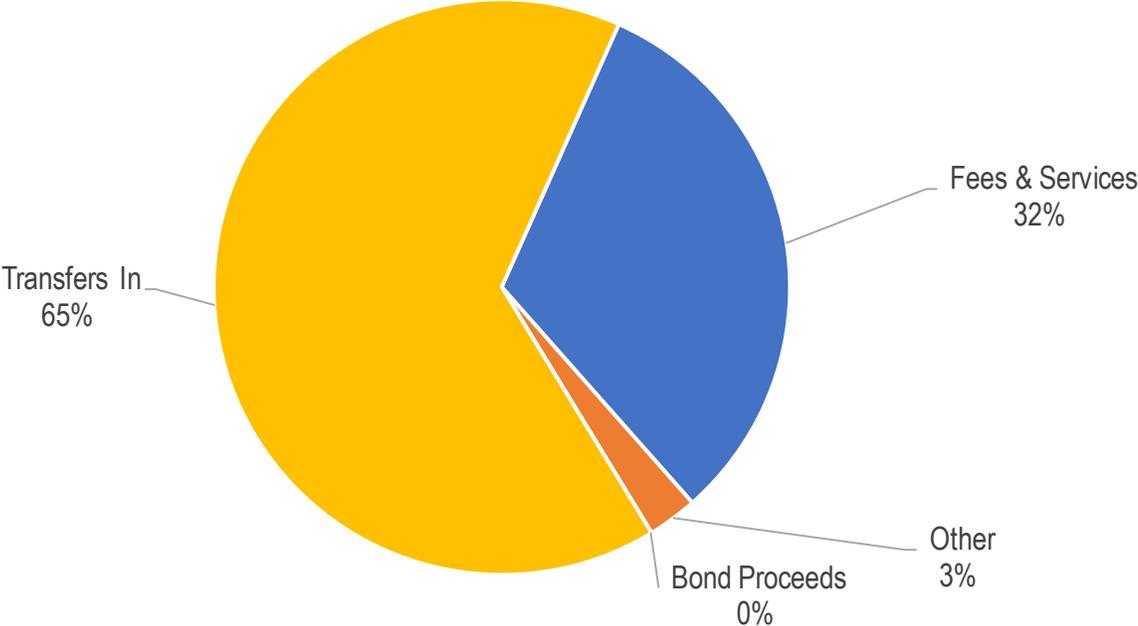
## **OVERVIEW**

The City maintains two separate funds for capital projects. The Capital Projects Fund was established to account for general capital projects and the Enterprise Projects Fund was established to account for those capital projects specifically related to the water, wastewater and electric utility.

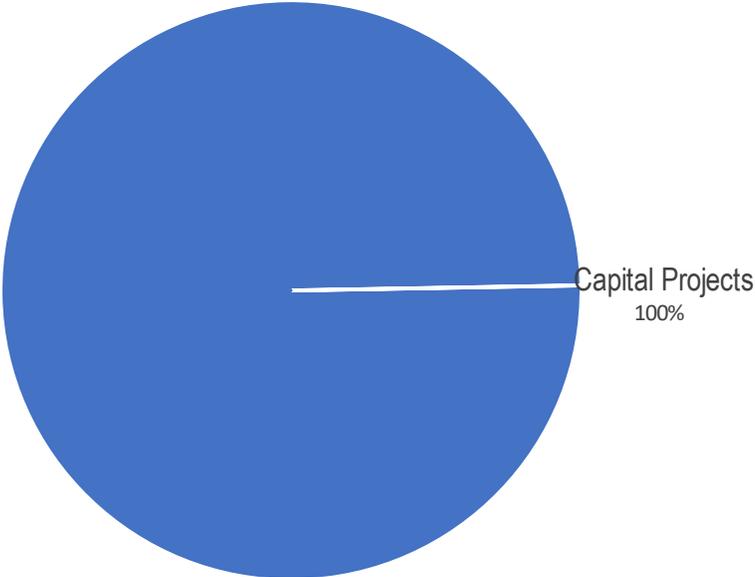
The basis of accounting for the Capital Projects Funds for both financial reporting and budgeting is the modified accrual basis.

**COMBINED CAPITAL PROJECTS FUNDS BUDGET SUMMARY**

**Combined Capital Projects Funds Revenues**



**Combined Capital Projects Funds Expenditures**



# CAPITAL PROJECTS FUND

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>1,628,718</b>	<b>1,997,067</b>	<b>1,997,067</b>	<b>2,276,283</b>
<b>Revenues</b>				
Intergovernmental Revenue	7,293	-	-	-
Interest Income	-	-	-	10,000
<b>Total Capital Projects Fund Revenues</b>	<b>7,293</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
<b>Other Sources</b>				
Transfers From General Fund	675,000	520,725	520,725	1,318,511
Transfers From Enterprise CIP	423,682	-	-	-
<b>Total Other Sources</b>	<b>1,098,682</b>	<b>520,725</b>	<b>520,725</b>	<b>1,318,511</b>
<b>Total Revenues/Sources</b>	<b>1,105,975</b>	<b>520,725</b>	<b>520,725</b>	<b>1,328,511</b>
<b>Expenditures</b>				
Computer Network Upgrades	26,656	-	-	-
Technology Upgrade Program	-	-	-	500,000
Building Improvements	-	-	-	200,000
McReynolds Road Reconstruction	8,250	-	-	-
2019-2020 Street Rehab Program	702,720	-	-	-
2020-2021 Street Rehab Program	-	340,567	241,509	-
2021-2022 Street Rehab Program	-	-	-	270,000
<b>Total Expenditures</b>	<b>737,626</b>	<b>340,567</b>	<b>241,509</b>	<b>970,000</b>
<b>Excess of Revenues over Expenditures</b>	<b>368,349</b>	<b>180,158</b>	<b>279,216</b>	<b>358,511</b>
<b>Ending Fund Balance</b>	<b>1,997,067</b>	<b>2,177,225</b>	<b>2,276,283</b>	<b>2,634,794</b>

## ENTERPRISE CAPITAL PROJECTS FUND

	2019-20 Actual	2020-21 Budget	2020-21 Estimated	2021-22 Budget
<b>Beginning Fund Balance</b>	<b>3,395,840</b>	<b>2,153,186</b>	<b>2,153,186</b>	<b>20,864,320</b>
<b>Revenues</b>				
Water Tap Fees	437,550	300,000	320,350	300,000
Sewer Tap Fees	591,250	380,000	428,000	380,000
Interest Income	68,352	50,000	102,521	50,000
Bond Proceeds	-	5,000,000	18,615,000	-
<b>Total Revenues</b>	<b>1,097,152</b>	<b>5,730,000</b>	<b>19,465,871</b>	<b>730,000</b>
<b>Other Sources</b>				
Transfer from Enterprise Fund	156,800	447,142	447,142	78,571
Transfer from 4A	-	30,000	30,000	-
<b>Total Other Sources</b>	<b>156,800</b>	<b>477,142</b>	<b>477,142</b>	<b>78,571</b>
<b>Total Revenues/Sources</b>	<b>1,253,952</b>	<b>6,207,142</b>	<b>19,943,013</b>	<b>808,571</b>
<b>Expenditures</b>				
Wastewater Treatment Plant	\$ 810,744	-	183,549	-
Railroad Lift Station	833	300,000	2,871	500,000
Relocation of Utilities along FM 455	146,004	500,000	173,500	2,600,000
Bolivar Street Wastewater Rehab	392,236	5,700,000	622,113	6,000,000
Outfall Pipeline/Stream Restoration	101,508	500,000	-	4,100,000
Well #6 Rehabilitation	157,535	30,000	-	-
Acker Water Ground Storage Rehabilitat	159,396	-	53,132	-
Cowling Water Ground Storage Rehabili	304,668	-	69,668	-
WWTP Bar Screen Repair	-	-	-	320,000
WWTP Phase 2 TPDES	-	141,626	85,950	-
Relocation of Utilities along I-35	-	250,000	41,096	-
Keaton Road Sewer Line	-	-	-	-
Fifth Street Sewer Rehabilitation	-	-	-	-
Metering System	-	-	-	-
Utility Road Ground Storage	-	-	-	-
<b>Total Expenditures</b>	<b>2,072,924</b>	<b>7,421,626</b>	<b>1,231,879</b>	<b>13,520,000</b>
<b>Other Uses</b>				
Transfers Out	423,682	-	-	-
<b>Total Other Uses</b>	<b>423,682</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenses/Uses</b>	<b>2,496,606</b>	<b>7,421,626</b>	<b>1,231,879</b>	<b>13,520,000</b>
<b>Excess of Revenues over Expenditures</b>	<b>(1,242,654)</b>	<b>(1,214,484)</b>	<b>18,711,134</b>	<b>(12,711,429)</b>
<b>Ending Fund Balance</b>	<b>2,153,186</b>	<b>938,702</b>	<b>20,864,320</b>	<b>8,152,891</b>

# CAPITAL IMPROVEMENT PLAN

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## INTRODUCTION

This plan addresses capital improvement needs in the City of Sanger over the next five years and funding sources for projects expected in FY 2021-22.

As in any city with older infrastructure, maintenance and rehabilitation of existing infrastructure is an ongoing and never-ending process. It is easy to get behind and hard to catch up. Over the past several years more and more resources have been dedicated to infrastructure maintenance and replacement and several projects have been completed. In FY 2019 we completed the reconstruction of McReynolds Road, a major thoroughfare that will help with traffic congestion once FM 455 expansion goes under construction. Several years ago, City staff and Council identified streets within the city in need of rehabilitation. The rehabilitation of these streets was divided into five separate phases. Phase I through III of the program have been completed in the past three years. Phase IV is slated for 2021-22, and Phases V through VIII are slated for each succeeding year. We also replaced a major sewer line along Bolivar Street, replacing a clay tile line that required frequent maintenance. This trend of rehabilitating our infrastructure is a trend that needs to continue as we try to catch up with our aging and ailing infrastructure.

At the same time, we anticipate a continued need to expand our water and wastewater lines into areas that are prime for commercial and industrial development. We recently completed expansion of water and sewer service on the west side of I. In 2017, we began the first phase of expansion on the east side of I by upgrading the wastewater trunk line from FM 455 north to Lois Road to a 21" line. In 2018, we extended water and sewer lines on the east side of I-35 from Lois Road to View Road. While residential development is nice, commercial and industrial development produce far more revenue and are less of an impact on services. Commercial and Industrial development also create jobs for our citizens and improve the quality of life.

Over \$100,000,000 in water, wastewater, roads and drainage projects have been identified that should be completed in the next ten years. To spur economic growth, the Council issued \$4,500,000 in bonds in 2013 to fund extending water and wastewater lines into industrial and commercial areas. The objective is to attract new businesses to these areas that will help fund future improvements such as rehabbing and expanding the wastewater treatment plant. In addition, these bonds helped pay for two new water wells completed in 2017 and the splash park completed in 2014. The water wells will ensure we have sufficient water to meet peak demands while maintaining sufficient fire protection reserves. Addition of these wells has more than doubled our pumping capacity. The sale of these bonds represents a proactive step by the Council to facilitate commercial and industrial growth. In 2021, Council approved the issuance of \$18,615,000 to be used for: the relocation of utilities along both FM-455 and I-35, the WWTP outfall stream restoration, and the purchase of a new automated meter reading system for water and electric meters.

## PROJECTS

### **FM 455 Expansion:**

One issue looming on the horizon is the relocation of utilities for the expansion of FM 455. For us, that includes water, wastewater and electric utilities. We initiated the design engineering work in 2019 and this work has begun on the relocation.

Another issue with the expansion of FM 455 will be traffic congestion during construction. Reconstruction of McReynolds Road is now complete so it will assist with relieving some of the congestion. The City's continuing street rehabilitation program will help alleviate traffic congestion as well.

### **Enterprise Capital Projects**

Development along the I-35 corridor has accelerated the need to extend wastewater lines to the area. Upgrading the line from FM 455 to Lois Road on the East side of I-35 was completed in the Fall of 2017. In 2018, extension of this line was completed from Lois to View Road.

To create more revenue for wastewater infrastructure improvements we started setting aside a portion of monthly water and wastewater revenues in 2014. We are using these funds to address inflow & infiltration (I&I) issues and replace older wastewater lines in conjunction with street improvements. In the past two years, the City replaced major sewer lines along Peach Street and Bolivar Street that serve both residential and commercial development.

We currently have over \$4,300,000 in combined water and waste water tap fees. These monies will be used to fund future Enterprise capital projects.

At the recommendation of Alan Plummer and Associates, Council decided to refurbish and expand the existing waste water treatment plant rather than build a new one in January 2014. Construction began in May of 2017 and is in the final stage of completion. With the assistance of Alan Plummer and Associates, the City Council also evaluated different options for discharging effluent from the Wastewater Treatment Plant. At that time Council decided to pursue the outfall pipeline approach and authorized moving forward with engineering services. Due to various factors, the Council is now revisiting the feasibility of stream restoration as an alternate option while not abandoning the outfall approach. Council engaged Alan Plummer to complete a preliminary planning phase which will determine if stream restoration is a viable option and confirm the path forward.

The Cowling Road lift station is reaching capacity and needs to be replaced. This will also require replacing the force main with a higher capacity main. The Lift Station will also be moved to Railroad and Rector Road. Design and engineering are now complete and this year we will begin obtaining the necessary easements.

**Streets and Thoroughfares:**

Many streets in Sanger are in dire need of rehabilitation. The last few years we have concentrated our efforts on improving the thoroughfares that carry the most traffic. This does not mean that there are not residential streets that are in as bad or worse condition. In 2019, we outlined a Street Improvement Plan and already implemented Phases I through III. This year we are proposing to move forward with Phase IV as outlined in the Project Status section of this report.

However, focusing on thoroughfares as our priority gives us the greatest positive impact for the most people. If funding can be secured in the future, Marion Rd., Bolivar from 5<sup>th</sup> to the Service road, Belz Road, and Duck Creek will also be candidates for improvement.

**Parks and Facilities:**

By far our greatest and most expensive facility need has been the rehabilitation and expansion of the wastewater treatment plant. The construction cost of this project has been financed through the 2017 bond issue. Financing this plant will significantly encumber our ability to do other projects for several years. However, this project was necessary to handle future growth.

Facility needs that are farther out on the horizon include: expansion of the library and a new fire station. A remodel of the community center also needs to be considered as it is becoming worn and dated. An expansion of the police department will also be necessary in the near future as the department continues to grow. Farther out will be a recreation center and building a second fire station. In addition, several parks projects have been identified in the Parks Master Plan, which will undergo a prioritization process. Once prioritized, these projects will be programmed in as funds are available.

## PROJECT STATUS

### **Projects in progress continuing in FY 2021-22**

### **Anticipated Funding Source**

- |   |                                    |
|---|------------------------------------|
| ➤ Railroad Lift Station Easement Acquisition                  | Enterprise CIP/Bond Funds          |
| ➤ Ranger Creek Outfall Pipeline/Stream Restoration            | Enterprise CIP/Bond Funds          |
| ➤ FM 455 Widening – Relocation of Utilities                   | Enterprise CIP/Bond Funds          |
| ➤ I-35 Expansion - Relocation of Utilities (engineering only) | Enterprise CIP/Reimbursed by TxDOT |
| ➤ WWTP Bar Screen Repair                                      | Enterprise CIP                     |

### **New Projects in 2021-22**

### **Anticipated Funding Source**

- |   |                       |
|---|-----------------------|
| ➤ Rehabilitation of Several Streets (Phase IV): | Capital Projects Fund |
| ➤ Technology Updates                            | Capital Projects Fund |
| ➤ Building Improvements                         | Capital Projects Fund |
| ➤ Keaton Road Sewer Line                        | Enterprise CIP        |
| ➤ Fifth Street Sewer Rehabilitation             | Enterprise CIP        |

### **Future Projects**

### **Anticipated Funding Source**

- |  |                       |
|--|-----------------------|
| ➤ Phase V through VIII – Street Rehabilitation | Capital Projects Fund |
| ➤ Rebuild & Expand Marion Road                 | TBD                   |
| ➤ Water and Electric Metering System           | Bond Funds            |
| ➤ Utility Road Ground Storage                  | TBD                   |
| ➤ Utility Road Tie in Across Railroad          | TBD                   |
| ➤ Rebuild Bolivar Street                       | TBD                   |

## CONCLUSION

As you can see, a myriad of projects is planned over the next ten years and they will keep us very busy. Many of these projects will go unseen to most citizens but they all directly impact the quality of life in the community by ensuring reliable utilities, safe streets and sidewalks, and adequate public facilities. It is important to note again that even after all of this work is complete, there will still be other needs arise as our infrastructure continues to age. Like every City, we will continue the struggle of balancing needs and resources to maintain current facilities and infrastructure, prepare for growth, and improve the quality of life in our community.



**CAPITAL PROJECTS FIVE YEAR SUMMARY 2020-2026**

**General Capital Projects**

	2019-2020 Actual	2020-2021 Estimate	2021-2022 Budget
<b>Capital Projects Fund Balance</b>	<b>1,628,718</b>	<b>1,997,067</b>	<b>2,276,283</b>
<b>Project Funding</b>			
Intergovernmental Revenue	7,293	-	-
Interest Income	-	-	10,000
Transfers from General Fund	675,000	520,725	1,318,511
Transfers from Enterprise Capital Projects F	423,682	-	-
<b>Total Funding Sources</b>	<b>1,105,975</b>	<b>520,725</b>	<b>1,328,511</b>
<b>Expenditures</b>			
Computer Network Upgrades	26,656	-	-
McReynolds Road Reconstruction	8,250	-	-
Street Rehab - Phase II	702,720	-	-
Street Rehab - Phase III	-	241,509	-
Street Rehab - Phase IV	-	-	270,000
Street Rehab - Phase V	-	-	-
Street Rehab - Phase VI	-	-	-
Street Rehab - Phase VII	-	-	-
Street Rehab - Phase VIII	-	-	-
Marion Road - Arterial	-	-	-
Technology Updates	-	-	500,000
Building Improvements	-	-	200,000
<b>Total Expenditures</b>	<b>737,626</b>	<b>241,509</b>	<b>970,000</b>
<b>Funding Sources less Expenditures</b>	<b>368,349</b>	<b>279,216</b>	<b>358,511</b>
<b>Capital Projects Fund Balance</b>	<b>1,997,067</b>	<b>2,276,283</b>	<b>2,634,794</b>

2022-2023 Projected	2023-2024 Projected	2024-2025 Projected	2025-2026 Projected
2,634,794	2,794,794	2,784,794	44,794
-	-	-	-
10,000	10,000	10,000	10,000
850,000	900,000	1,000,000	1,000,000
-	-	-	-
860,000	910,000	1,010,000	1,010,000
-	-	-	-
-	-	-	-
-	-	-	-
200,000	-	-	-
-	420,000	-	-
-	-	250,000	-
-	-	-	675,000
500,000	500,000	3,500,000	-
-	-	-	-
-	-	-	-
700,000	920,000	3,750,000	675,000
160,000	(10,000)	(2,740,000)	335,000
2,794,794	2,784,794	44,794	379,794

**CAPITAL PROJECTS FIVE YEAR SUMMARY 2020-2026**

**Enterprise Capital Projects**

	2019-2020 Actual	2020-2021 Estimate	2021-2022 Budget
<b>Capital Projects Fund Balance</b>	<b>3,395,840</b>	<b>2,153,186</b>	<b>20,864,320</b>
<b>Project Funding</b>			
Water Tap Fees	437,550	320,350	-
Sewer Tap Fees	591,250	428,000	1,318,511
Bond Proceeds		18,615,000	
Interest Income	68,352	102,521	10,000
Transfers from Enterprise Fund	156,800	447,142	
Transfers from 4A Fund		30,000	
<b>Total Funding Sources</b>	<b>1,253,952</b>	<b>19,943,013</b>	<b>1,328,511</b>
<b>Expenditures</b>			
Wastewater Treatment Plant	\$ 810,744	\$ 183,549	\$ -
Railroad Lift Station	833	2,871	500,000
Relocation of Utilities along FM 455	146,004	173,500	6,000,000
Bolivar Street Wastewater Rehab	392,236	622,113	-
Outfall Pipeline/Stream Restoration	101,508	-	2,600,000
Well #6 Rehabilitation	157,535	-	-
Acker Water Ground Storage Rehabilitati	159,396	53,132	-
Cowling Water Ground Storage Rehabilit	304,668	69,668	-
WWTP Bar Screen Repair	-	-	-
WWTP Phase 2 TPDES	-	85,950	-
Relocation of Utilities along I-35	-	41,096	-
Keaton Road Sewer Line	-	-	4,100,000
Fifth Street Sewer Rehabilitation	-	-	320,000
Metering System	-	-	-
Utility Road Ground Storage	-	-	-
Transfers Out	423,682		
<b>Total Expenditures</b>	<b>2,496,606</b>	<b>1,231,879</b>	<b>13,520,000</b>
<b>Funding Sources less Expendtirues</b>	<b>(1,242,654)</b>	<b>18,711,134</b>	<b>(12,191,489)</b>
<b>Capital Projects Fund Balance</b>	<b>2,153,186</b>	<b>20,864,320</b>	<b>8,672,831</b>

2022-2023 Projected	2023-2024 Projected	2024-2025 Projected	2025-2026 Projected
8,672,831	6,732,831	3,592,831	3,002,831
450,000	500,000	525,000	550,000
450,000	500,000	525,000	550,000
10,000	10,000	10,000	10,000
100,000	100,000	100,000	100,000
1,010,000	1,110,000	1,160,000	1,210,000

\$ -	\$ -	\$ -	\$ -
-	1,750,000	1,750,000	-
-	-	-	-
-	-	-	-
2,600,000	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
350,000	-	-	-
-	2,500,000	-	-
-	-	-	1,000,000
2,950,000	4,250,000	1,750,000	1,000,000
(1,940,000)	(3,140,000)	(590,000)	210,000
6,732,831	3,592,831	3,002,831	3,212,831



# APPENDIX

# GENERAL FUND FIVE YEAR FINANCIAL PROJECTION

The City of Sanger's Annual Budget is prepared matching available revenue sources and operational expenditures. This General Ledger Five-Year Financial Projection provides a broader perspective than the budget of any single year is able to provide.

This projection includes the results of operations for the 2019-20 year as well as projected results for the 2020-21 year. Also included (as Year 1) is the current 2021-22 budget.

Years 2-5 are projected based on a set percentage increase per each revenue or expenditure category. These percentages have been developed reviewing 3-year and 10-year trends for each category, while considering the current economy and growth projection for the City.

While not a crystal ball, this projection is a useful planning tool. Future year budgets will obviously be developed considering the resources, needs and economy of that time period.

	2019-20 Actual	2020-21 Estimated
<b>Beginning Fund Balance</b>	<b>5,522,209</b>	<b>7,546,437</b>
<b>Revenues</b>		
Taxes	5,257,867	5,724,880
Franchise Fees	897,224	910,840
Solid Waste	967,426	1,027,608
Licenses & Permits	453,879	466,076
Fines	68,267	147,322
Fire & EMS	664,791	782,674
Police & Animal Control	55,849	62,599
Parks & Recreation	10,489	10,510
Library	20,536	18,241
Interest Income	18,597	15,160
Miscellaneous	560,676	1,147,065
<b>Total General Fund Revenues</b>	<b>8,975,601</b>	<b>10,312,975</b>
<b>Other Sources</b>		
Transfers In	136,535	136,535
<b>Total Other Sources</b>	<b>136,535</b>	<b>136,535</b>
<b>Total Revenues/Sources</b>	<b>9,112,136</b>	<b>10,449,510</b>
<b>Expenditures</b>		
Salaries & Benefits	3,306,949	3,498,576
Supplies & Materials	267,351	302,909
Maintenance & Operations	265,363	330,167
Contract Services	1,237,095	1,346,916
Utilities	77,250	77,325
Capital Expenses	558,138	113,754
Debt Service	51,535	51,535
Court Costs	17,078	56,198
Other	5,376	254,354
<b>Total Expenditures</b>	<b>5,786,135</b>	<b>6,031,734</b>
<b>Other Uses</b>		
Transfers Out	1,301,773	1,792,419
<b>Total Other Uses</b>	<b>1,301,773</b>	<b>1,792,419</b>
<b>Total Expenses/Uses</b>	<b>7,087,908</b>	<b>7,824,153</b>
<b>Ending Fund Balance</b>	<b>7,546,437</b>	<b>10,171,794</b>

	2021-22 Budget	Projection Percentage	Projected			
			Year 2 2022-2023	Year 3 2023-2024	Year 4 2024-2025	Year 5 2025-2026
<b>Beginning Fund Balance</b>	10,171,794		10,171,794	10,120,143	10,009,661	9,832,471
<b>Revenues</b>						
Taxes	6,600,999	5%	6,931,049	7,277,601	7,641,481	8,023,555
Franchise Fees	971,463	1%	981,178	990,990	1,000,900	1,010,909
Solid Waste	1,096,000	5%	1,150,800	1,208,340	1,268,757	1,332,195
Licenses & Permits	424,000	4%	440,960	458,598	476,942	496,020
Fines	153,300	8%	165,564	178,809	193,114	208,563
Fire & EMS	635,000	5%	666,750	700,088	735,092	771,847
Police & Animal Control	61,450	5%	64,523	67,749	71,136	74,693
Parks & Recreation	21,100	3%	21,733	22,385	23,057	23,749
Library	24,075	1%	24,316	24,559	24,805	25,053
Interest Income	100,000	2%	102,000	104,040	106,121	108,243
Miscellaneous	87,500	3%	90,125	92,829	95,614	98,482
<b>Total General Fund Revenues</b>	<b>10,174,887</b>		<b>10,638,998</b>	<b>11,125,988</b>	<b>11,637,019</b>	<b>12,173,309</b>
<b>Other Sources</b>						
Transfers In	146,535	2%	149,466	152,455	155,504	158,614
<b>Total Other Sources</b>	<b>146,535</b>		<b>149,466</b>	<b>152,455</b>	<b>155,504</b>	<b>158,614</b>
<b>Total Revenues/Sources</b>	<b>10,321,422</b>		<b>10,788,464</b>	<b>11,278,443</b>	<b>11,792,523</b>	<b>12,331,923</b>
<b>Expenditures</b>						
Salaries & Benefits	4,407,400	6%	4,671,844	4,952,155	5,249,284	5,564,241
Supplies & Materials	411,724	6%	436,427	462,613	490,370	519,792
Maintenance & Operations	462,967	7%	495,375	530,051	567,155	606,856
Contract Services	1,627,561	7%	1,741,490	1,863,394	1,993,832	2,133,400
Utilities	93,275	2%	95,141	97,044	98,985	100,965
Capital Expenses	323,989	5%	340,188	357,197	375,057	393,810
Debt Service	51,535	5%	54,112	56,818	59,659	62,642
Court Costs	61,800	8%	66,744	72,084	77,851	84,079
Other	56,000	2%	57,120	58,262	59,427	60,616
<b>Total Expenditures</b>	<b>7,496,251</b>		<b>7,958,441</b>	<b>8,449,618</b>	<b>8,971,620</b>	<b>9,526,401</b>
<b>Other Uses</b>						
Transfers Out	2,825,171	2%	2,881,674	2,939,307	2,998,093	3,058,055
<b>Total Other Uses</b>	<b>2,825,171</b>		<b>2,881,674</b>	<b>2,939,307</b>	<b>2,998,093</b>	<b>3,058,055</b>
<b>Total Expenses/Uses</b>	<b>10,321,422</b>		<b>10,840,115</b>	<b>11,388,925</b>	<b>11,969,713</b>	<b>12,584,456</b>
<b>Ending Fund Balance</b>	<b>10,171,794</b>		<b>10,120,143</b>	<b>10,009,661</b>	<b>9,832,471</b>	<b>9,579,938</b>

## DEPARTMENTAL CAPITAL REQUESTS

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To request departmental capital expenditures, City Department Directors complete a request form for each requested expenditure. These requests and supporting documentation are reviewed during individual and group budget planning meetings. Review of the items includes discussion of any available alternatives to the requested items.

All capital requests are reviewed to determine if they are in sync with City Council goals and the City's strategic plan. The following are the original requests submitted which are included in the current budget that have been approved. Some requests have been approved as submitted, some have been approved with modifications, and some were not approved for the current year.

# CAPITAL EQUIPMENT REQUEST FORM 3

2021-2022 BUDGET

**DEPARTMENT**

POLICE

**DESCRIPTION OF CAPITAL ITEM**

SERVER REPLACEMENT AND CASE FILE/WATHGUARD BACKUP SOLUTION

**USE / PURPOSE OF CAPITAL ITEM**

COSTS PROVIDED BY AUSTIN LANE.

**JUSTIFICATION FOR CAPITAL ITEM**

REPLACE SERVER AND CURRENT BACKUP SOLUTION THAT ARE END OF LIFE. IT IS IMPERATIVE THIS HARDWARE BE UP TO DATE AND IN WARRANTY DUE TO THE CRITICAL AND SENSITIVE INFORMATION IT HOUSES.

**WILL ITEM BENEFIT OTHER DEPARTMENTS? IF "YES" PLEASE EXPLAIN**

NO

**ALTERNATIVES TO THIS CAPITAL ITEM**

NOT REPLACING THESE ITEMS WOULD LEAVE THE SYSTEM VULNERABLE

**COST OF ACQUISITION**

PURCHASE PRICE	\$	32,212
DELIVERY/FREIGHT	\$	-
INSTALLATION	\$	-
OTHER COSTS*	\$	-
<b>TOTAL COST</b>	<b>\$</b>	<b>32,212</b>

**ANNUAL OPERATING COSTS IMPACT**

FUEL	\$	-
INSURANCE	\$	-
MAINTENANCE	\$	-
SUPPLIES	\$	-
OTHER COSTS*	\$	-
<b>TOTAL ANNUAL COSTS</b>	<b>\$</b>	<b>-</b>

**\* EXPLANATION OF "OTHER" COSTS**

APPROVED FOR FUNDING \_\_\_\_\_ YES \_\_\_\_\_ NO

Jeriana Staton, Interim City Manager

# IT Road Map for FY 2021 / FY 2022 / FY2023

## 2021-2023 Projects Cont.

PROJECTS	PURPOSE	COST (Vendor)	COST (Austin Lane)	IMPLEMENT BY
4 – Cyber Security Recommendation 2 SIEM Solution	To Enhance Security Posture with Change Management, Auditing & Log Retention and much more	\$0 (No Cost)	\$159 (Monthly Invoiced)	12/31/2021
4 – Cyber Security Recommendation 3 Persistent Threat Hunting Services	To Enhance Security Posture with after hours & weekend Cyber Security endpoint monitoring	\$0 (No Cost)	\$9.95 per endpoint (Monthly Invoiced)	12/31/2021
5 – PD Case File & WatchGuard Backup Solution	To replace end of life DS416 Synology used by PD for Case File storage & implement backup solution for it & WatchGuard	\$6,606.58 (to Amazon)	\$3,000 (20hrs est.)	3/31/2022
6 – PD Server Replacement	To replace end of life PD physical server & upgrade virtual servers to 2019	\$10,605.95 (to Dell)	\$12,000 (80hrs est.)	5/31/2022

**IT** Managed  
IT Services

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**AUSTIN LANE**  
TECHNOLOGIES, INC.

# CAPITAL EQUIPMENT REQUEST FORM 1

# 2021-2022 BUDGET

**DEPARTMENT**

Police

**DESCRIPTION OF CAPITAL ITEM**

2 Police patrol vehicles - Replacements

**USE / PURPOSE OF CAPITAL ITEM**

Replacement of 2 police patrol vehicles

**JUSTIFICATION FOR CAPITAL ITEM**

These vehicles will be used to replace a 2013 Tahoe and 2014 Silverado, which have exceeded the 48 month expected life criteria listed in the City's vehicle replacement plan. Additionally, the 2014 Silverado was initially acquired for a non-patrol function and is not a pursuit-rated vehicle designed for patrol use.

**WILL ITEM BENEFIT OTHER DEPARTMENTS? IF "YES" PLEASE EXPLAIN**

**ALTERNATIVES TO THIS CAPITAL ITEM**

No

**COST OF ACQUISITION**

PURCHASE PRICE	\$	122,000
DELIVERY/FREIGHT	\$	-
INSTALLATION	\$	-
OTHER COSTS*	\$	-
<b>TOTAL COST</b>	<b>\$</b>	<b>122,000</b>

**ANNUAL OPERATING COSTS IMPACT**

FUEL	\$	-
INSURANCE	\$	-
MAINTENANCE	\$	-
SUPPLIES	\$	-
OTHER COSTS*	\$	-
<b>TOTAL ANNUAL COSTS</b>	<b>\$</b>	<b>-</b>

**\* EXPLANATION OF "OTHER" COSTS**

APPROVED FOR FUNDING \_\_\_\_\_ YES \_\_\_\_\_ NO

\_\_\_\_\_  
Jeriana Staton, Interim City Manager

Replacements



Date	4/8/2021
Estimate #	30844
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 940-458-4721

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accounts payable@sangertexas.org

Description	Location	Qty	Price	Total
2021 Chevrolet Tahoe 9C1 RWD Police Pursuit Vehicle with EcoTec3 5.3-liter, 10-Speed Auto Trans with Heavy Duty Cooler, Heavy Duty Clutch Type Locking Differential, Dual Batteries with 760-amp Auxiliary Battery, High-output Alternator, 20-inch Steel Wheels, Brembo Front Calipers with 16-inch rotors, Keyless Entry & Push-to-Start Ignition, OnStar with Bluetooth Connectivity, Additional Key FOBs & Radio Suppression. (No Spotlight)  Purchased Through Holiday Chevrolet on Texas Smart Buy Cooperative Contract # 070-A1 Series XS135PUR - Commodity Code 0710540306  Holiday Chevrolet 1009 Highway 82 West Whitesboro, Tx 76273  Options: Vinyl Rear Seat Vinyl Flooring  2 Year Texas State Inspection Certificate  Vehicle Dealer Prep  Defender Supply TAHOE Driver Side Spot Light with LED Bulb. Includes Installation.		1	34,197.00	34,197.00T
		1	7.00	7.00T
		1	130.00	130.00T
		1	525.00	525.00T

**Vehicle & Emergency Equipment Total**

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

Signature

# HOLIDAY AUTOGROUP.COM

Date	4/8/2021
Estimate #	30844
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 940-458-4721

<b>Customer Contact</b>	
<b>Customer Phone</b>	Finance 940-458-7930
<b>Customer E-mail</b>	accounts payable@sangertexas.org

Description	Location	Qty	Price	Total
<p>Defender Supply TAHOE Marked Patrol Base Package</p> <ul style="list-style-type: none"> <li>- Whelen 54" Legacy WeCanX DUO Lightbar with Integrated Traffic Advisor and Full Across Take Down/Alley Lighting, Progressing Flash Patterns with Slide Switch, Cruise, Photo Cell Daylight Sensing, Low Power (R/W, B/W Front And Side, R/A, B/A Rear) with Strap Kit.</li> <li>- Core Controller, SYNC Module, Output Expansion Module, 100 Watt Speaker and Bracket. Wired and Programmed to Defender Supply Standard.</li> <li>- Steel Push Bumper with Textured Coating and 6 Tri Color Super LED Light Heads (R/B/W), 4 in the Top Channel Cutouts and 2, on Each Side with 45° Brackets. Take Down, Alley Lighting, Progressing Flash Patterns with Slide Switch, Cruise and Low Power Capabilities.</li> <li>- 2 Tri Color Super LED Light Heads (R/B/W) Mounted on Rear License Plate Bracket. Reverse / Brake Lighting, Progressing Flash Patterns with Slide Switch, Cruise and Low Power Capabilities.</li> <li>- 1 Front Cabin and 1 Cargo Area Dome Light.</li> <li>- Contoured Police Console With Dual Cup Holder, Arm Rest and 2 Mic Clips.</li> <li>- Defender Supply Wiring Harnesses, Power Distribution Block and Battery Management System.</li> <li>- Includes Installation.</li> </ul>		1	7,421.47	7,421.47T
<p>Defender Supply Running Board Lighting Package 1- Includes Four Dual Color Super LED Light Heads (4x R/W/B), 2 on Each Running Board. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core/Carbide Only). Includes Installation.</p>		1	1,001.95	1,001.95T

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

**Vehicle & Emergency Equipment Total**

Signature

# HOLIDAY AUTOGROUP.COM

Date	4/8/2021
Estimate #	30844
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 640.458.4224

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accounts payable@sangertexas.org

Description	Location	Qty	Price	Total
Defender Supply Rear Side Window Lighting Package - Includes Two Tri Color Super LED Light Heads (R/B/W) Mounted 1 on Each Rear Side Window. Progressing Flash Patterns with Slide Switch, Alley, Low Power and Cruise Functions Available (Core/Carbide Only). Includes Installation.		1	329.00	329.00T
Defender Supply Mirror Lighting Package 1 - Includes Two Tri-Color Super LED Light Heads Mounted Under Mirror (R/B/W) with 180° Light Spread and integrated Alley Function. Includes Installation.		1	1,034.85	1,034.85T
Defender Supply TAHOE Traffic Advisor Package  - 1 Eight Dual Color Module Super LED Full Function Light Stick (R/A, B/A) with Progressing Flash Patterns with Slide Switch, Cruise, Low Power Functions Mounted on Rear Hatch Behind Glass with Vehicle Specific Shroud and Brackets. ...  - 2, Dual Color Super LED Light Heads (R/B), Mounted Horizontally Under The Hatch on Each Corner, Rear Facing When Open. Includes Installation.		1	983.00	983.00T
Stalker Dual SL - 'Ka' Band - Front & Rear Antenna Moving Radar Unit with Remote and Vehicle Specific Brackets. Includes Installation.		1	2,851.00	2,851.00T
WatchGuard VISTA HD WiFi and 4RE System Bundle. Includes 4RE Standard DVR Camera System with Integrated 200GB Automotive Grade Hard Drive, ZSL Camera, 16GB USB Removable Thumb Drive, Rear Facing Cabin Camera, GPS for Speed & Location, Hardware, Cabling and Vehicle Mounting Bracket. Also Includes the VISTA HD Wi-Fi Extended Capacity Wearable Camera with 9 Hours Continuous HD Voice and Video Recording, One Camera Mount, 32 GB of Storage, Wi-Fi Docking Base, Power Over Ethernet Smart Switch (1 YEAR OF WARRANTY INCLUDED). Includes Installation.		1	6,727.50	6,727.50T
Defender Supply TAHOE Prisoner Partition with Full Across Poly Window with Center Slider, Recessed Center and Lower Kick Panels. Includes Shipping and Installation.		1	926.00	926.00T

**Vehicle & Emergency Equipment Total**

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

Signature

# HOLIDAY AUTOGROUP.COM

Date	4/8/2021
Estimate #	30844
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 940-458-4724

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accountspayable@sangertexas.org

Description	Location	Qty	Price	Total
Defender Supply TAHOE Cargo Barrier with Mesh Window, Plastic Prisoner Seat with Center Pull Seat Belt System. Includes Shipping and Installation.		1	1,424.00	1,424.00T
Defender Supply Computer Mount; Console & Docking Station. Includes Installation.				1,075.01T
Defender Supply Surface Mount Dual Weapon Universal Cuff Lock with 8 Second Timer, Switch, Defender Supply Gunlock Wire Harness. Includes Installation.		1	445.00	445.00T
Defender Supply TAHOE Premium Single Drawer Storage Box. Includes Shipping and Installation.		1	1,225.00	1,225.00T
Additional Options: Costs include installation labor.				
Rear Pillar Lights \$1165.00				
Whelen HOWLER Siren \$734.00				
Professional Design & Installation of Graphics for Customer's Department by Defender Supply		1	588.00	588.00
Texas Government or Municipality - No Sales Tax			0.00%	0.00

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$60,890.78</b>
--	--------------------

Signature \_\_\_\_\_

# CAPITAL EQUIPMENT REQUEST FORM 1

# 2021-2022 BUDGET

**DEPARTMENT**

Animal Control

**DESCRIPTION OF CAPITAL ITEM**

Animal control vehicle with 6 compartment animal control unit

**USE / PURPOSE OF CAPITAL ITEM**

This item is to replace the existing animal control vehicle, for the purpose of providing safe and efficient handling and transportation of stray and/or dangerous animals located within the city.

**JUSTIFICATION FOR CAPITAL ITEM**

The existing animal control vehicle is a 2012 model with more than 150,000 miles, which exceeds the city's adopted replacement criteria of 96 months / 100,000 miles. Additionally, there has been a notable increase in maintenance costs for the existing vehicle during the current FY. The existing animal control unit on the vehicle is approximately 20 years old and has had significant use during that time. The unit has been transferred to multiple vehicles over the years, and parts are becoming worn and difficult to utilize.

**WILL ITEM BENEFIT OTHER DEPARTMENTS? IF "YES" PLEASE EXPLAIN**

**ALTERNATIVES TO THIS CAPITAL ITEM**

The purchase price listed below is for an extended cab 3/4 ton truck with animal control unit. An alternative is a standard cab 3/4 ton truck with animal control unit. The extended cab unit is the preferred replacement unit due to the additional space for equipment and supplies, as well as a more comfortable workspace for the employee.

**COST OF ACQUISITION**

PURCHASE PRICE	\$	60,740
DELIVERY/FREIGHT	\$	-
INSTALLATION	\$	-
OTHER COSTS*	\$	-
<b>TOTAL COST</b>	<b>\$</b>	<b>60,740</b>

**ANNUAL OPERATING COSTS IMPACT**

FUEL	\$	-
INSURANCE	\$	-
MAINTENANCE	\$	-
SUPPLIES	\$	-
OTHER COSTS*	\$	-
<b>TOTAL ANNUAL COSTS</b>	<b>\$</b>	<b>-</b>

**\* EXPLANATION OF "OTHER" COSTS**

APPROVED FOR FUNDING  YES  NO

Jeriana Staton, Interim City Manager

\* Ext. Cab \*



Date	4/19/2021
Estimate #	30958
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St Sanger, Texas 76266 940-458-4724

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accounts payable@sangertexas.org

Description	Location	Qty	Price	Total
2021 Ford F250, 2WD, Extended Cab, 6.2L V8, Power Windows/Locks, Sirius Radio, Trailer Brake Controller, Cruise Control, Bed Delete, 142" Wheel Base, 56.1" Cab to Axle  WHITE Exterior		1	31,971.00	31,971.00T
Deerskin  ACCM 6 6 COMPARTMENT CHASSIS MOUNT ANIMAL CONTROL UNIT 56" CAB TO AXLE TRUCK/MINIMUM ¾ TON VEHICLE Rear Storage Compartment: 22"W x 35"H x 80"D Animal Compartments: Front: 28"W x 35"H x 40"D (With Pass Through Divider) Front Center: 25"W x 26"H x 40"D (With Pass Through Divider) Rear Center: 25"W x 26"H x 40"D (With Pass Through Divider) Construction: - Basic frame is 2x2 welded steel tubing with a Superstructure of 1x1 welded steel tubing - All steel is hot dipped galvanized before covering - The ceiling contains 4" foam insulation. The front wall, back wall and bottom contain 1" foam insulation - The interior and exterior material is 20 gauge stainless steel - The ceilings consist of .050 aluminum with a roof of 125 aluminum diamond plate - Doors are made with 12 gauge stainless steel and hinged from the front with a continuous stainless steel hinge - Doors have positive locking tee handles, keyed alike - Doors have adjustable louvered aluminum vents with perforated inside covers - Storage compartment floors are carpeted - The storage compartment doors are solid (with no vents) - Units are equipped with LED marker lights, LED stop and tail lights, LED		1	20,888.00	20,888.00T

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

**Vehicle & Emergency Equipment Total**

Signature

# HOLIDAY AUTOGROUP.COM

Date	4/19/2021
Estimate #	30958
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 940-458-4724

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accountspayable@sangertexas.org

Description	Location	Qty	Price	Total
Whelen OBDII CanPort Installation Kit for C399 for 2016-2019 Ford Interceptor Utility, 2020 Ford Interceptor Utility used with Factory Option 61B, 2016-2020 Ford F-150, 2018-2019 Ford, F-250/350/450/550, Expedition and Transit 150/250/350, 2017-2019 Ford Fusion (All Models), 2020 Ford Fusion Hybrid and 2016-2017 Dodge Charger		1	85.00	85.00T
Whelen WeCanX Core 16 Expansion Module		1	69.00	69.00T
Whelen Vehicle-to-Vehicle Sync Module		1	12.00	12.00T
Whelen 100 Watt All Weather Heavy Duty Composite Siren Speaker		1	149.00	149.00T
Whelen Universal 'L' Shape Siren Speaker Bracket		1	29.00	29.00T
Whelen Surface Mount ION Trio Light Head in Red/Blue/White	3 Ea Side of Animal Box-Upper	6	89.00	534.00T
Whelen Surface Mount ION Trio Light Head in Red/Blue/White	Rear of Animal Box-Upper	3	89.00	267.00T
Gamber Johnson 2017+ F-250-550 F-Series Vehicle Specific Console, Internal Cup holder and Side Armrest Kit		1	688.00	688.00T
3/4", Thru-hole Mounts, 17' solid core coax cable		1	22.00	22.00T
Hutton Maxrad 806-960MHz low profile antenna 3/4" hole mount 150-watt		1	27.00	27.00T
Installation of Above Equipment		1	2,941.00	2,941.00T
Shipping of Above Emergency Parts for Upfit		1	49.00	49.00T
Misc. Shop Supplies		1	51.00	51.00T
Defender Supply Wiring Harness, Power Distribution Block and Battery Management System		1	373.00	373.00T

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

**Vehicle & Emergency Equipment Total**

Signature

\* Single Cab \*



845 FM 407 W  
Argyle, TX 76226

Date	3/23/2021
Estimate #	30750
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 040 458 4724

Customer Contact	
Customer Phone	Finance 940-458-7930
Customer E-mail	accountspayable@sangertexas.org

Item	Description	Location	Qty	Price	Total
Misc	2021 Ford F250, 2WD, Single Cab, 6.2L V8, Power Windows/Locks, Sirius Radio, Trailer Brake Controller, Cruise Control, Bed Delete, 142" Wheel Base, 56.1" Cab to Axle  WHITE Exterior		1	29,690.00	29,690.00T
Misc	Deerskin  ACCM 6 6 COMPARTMENT CHASSIS MOUNT ANIMAL CONTROL UNIT 56" CAB TO AXLE TRUCK/MINIMUM 3/4 TON VEHICLE Rear Storage Compartment: 22"W x 35"H x 80"D Animal Compartments: Front: 28"W x 35"H x 40"D (With Pass Through Divider) Front Center: 25"W x 26"H x 40"D (With Pass Through Divider) Rear Center: 25"W x 26"H x 40"D (With Pass Through Divider) Construction: - Basic frame is 2x2 welded steel tubing with a Superstructure of 1x1 welded steel tubing - All steel is hot dipped galvanized before covering - The ceiling contains 4" foam insulation. The front wall, back wall and bottom contain 1" foam insulation - The interior and exterior material is 20 gauge stainless steel - The ceilings consist of .050 aluminum with a roof of 125 aluminum diamond plate - Doors are made with 12 gauge stainless steel and hinged from the front with a continuous stainless steel hinge - Doors have positive locking toe handles, keyed alike - Doors have adjustable louvered aluminum vents with perforated inside covers - Storage compartment floors are carpeted - The storage compartment doors are solid (with no vents) - Units are equipped with LED marker lights, LED stop and tail lights, LED dual backup lights, and four-way flashers  Included Accessories 12 Volt Exhaust Fan installed on the roof of the unit to exhaust heat from each compartment. The exhaust fan is rated at 800 CFM. If an air conditioner is installed, the fan is omitted. LED Interior lights are installed in each animal compartment and storage compartment with the switch box mounted in the cab of the vehicle.		1	20,888.00	20,888.00T

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

\$ 2281 Less than Est. Cab



# DEFENDER SUPPLY™

845 FM 407 W  
Argyle, TX 76226

Date	3/23/2021
Estimate #	30750
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
Sanger Police Department 301 Bolivar St. Sanger, Texas 76266 840 458 4724

<b>Customer Contact</b>	
<b>Customer Phone</b>	Finance 940-458-7930
<b>Customer E-mail</b>	accountspayable@sangertexas.org

Item	Description	Location	Qty	Price	Total
GJ-7170-0728-03	Gamber Johnson 2017+ F-250-550 F-Series Vehicle Specific Console, Internal Cup holder and Side Armrest Kit		1	688.00	688.00T
TE-NM058UPL	3/4" Thru-hole Mounts, 17' solid core coax cable		1	22.00	22.00T
TE-BMLPV800	Hulton Maxrad 806-960MHz low profile antenna 3/4" hole mount 150-watt		1	27.00	27.00T
Install	Installation of Above Equipment		1	2,941.00	2,941.00T
Shipping	Shipping of Above Emergency Parts for Uplift		1	49.00	49.00T
Misc. Shop Supplies	Misc. Shop Supplies		1	51.00	51.00T
DS-Wire-PwrDist-BattMG...	Defender Supply Wiring Harness, Power Distribution Block and Battery Management System		1	373.00	373.00T
Graphics-Design & Install	Professional Design & Installation of Graphics for Customer's Department by Defender Supply		1	588.00	588.00
	Similar to patrol units, but with the words Animal Services, instead of Police.				
	Above graphics to be on the truck cab and the rear of the animal box. Texas Government or Municipality - No Sales Tax			0.00%	0.00

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$58,459.00</b>
--	--------------------

Signature \_\_\_\_\_

# CAPITAL EQUIPMENT REQUEST FORM 1

# 2021-2022 BUDGET

**DEPARTMENT**

et

**DESCRIPTION OF CAPITAL ITEM**

2021 Ram 2500 Tradesman Single Cab

**USE / PURPOSE OF CAPITAL ITEM**

Street Superintendent vehicle

**JUSTIFICATION FOR CAPITAL ITEM**

Current vehicle is 2005 model and has previously had engine rebuilt

**WILL ITEM BENEFIT OTHER DEPARTMENTS? IF "YES" PLEASE EXPLAIN**

No

**ALTERNATIVES TO THIS CAPITAL ITEM**

Continue to drive current vehicle

**COST OF ACQUISITION**

PURCHASE PRICE	\$	37,044
DELIVERY/FREIGHT	\$	-
INSTALLATION	\$	-
OTHER COSTS*	\$	-
<b>TOTAL COST</b>	<b>\$</b>	<b>37,044</b>

**ANNUAL OPERATING COSTS IMPACT**

FUEL	\$	-
INSURANCE	\$	-
MAINTENANCE	\$	-
SUPPLIES	\$	-
OTHER COSTS*	\$	-
<b>TOTAL ANNUAL COSTS</b>	<b>\$</b>	<b>-</b>

**\* EXPLANATION OF "OTHER" COSTS**

APPROVED FOR FUNDING \_\_\_\_\_ YES \_\_\_\_\_ NO

Jeriana Staton, Interim City Manager

# HOLIDAY STREET AUTOGROUP.COM

*STREET*

Date	2/18/2021
Estimate #	30423
Estimate By	



Bill To
City of Sanger City Hall 502 Elm Street Sanger, TX 76268

Customer Contact	
Customer Phone	AP: 940.458.7930
Customer E-mail	jmaddox@sangertexas.org

Description	Location	Qty	Price	Total
2021 Ram 2500 Tradesman Single Cab, 4WD, V8 Engine, WHITE Exterior, Black Nerf Bars, 8' Bed, LT245/70R17E All Season Tires, 40/20/40 Bench Seat, Rubber Floor w/Floor Mats		1	33,781.00	33,781.00T
2 Year Texas State Inspection Certificate		1	7.00	7.00T
Vehicle Dealer Prep		1	130.00	130.00T
B&W turnover hitch kit		1	425.00	425.00T
Whelen Blue/Amber/White Trio ION	Front Grill-Front Facing	2	89.00	178.00T
Whelen Blue/Amber/White Trio ION	2 Each Running Board Area	2	89.00	178.00T
Whelen Blue/Amber/White Trio ION	Each Side of License Plate	2	89.00	178.00T
Whelen Universal Horizontal Metal License Plate Bracket for Two Light Heads		1	23.00	23.00T
Rocket Switch for Light Activation		1	7.00	7.00T
Misc. Shop Supplies		1	23.00	23.00T
Defender Supply Wiring Harness		1	177.00	177.00T
Installation of Above Equipment		1	1,937.00	1,937.00T
Texas Government or Municipality - No Sales Tax			0.00%	0.00

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$37,044.00</b>
--	--------------------

Signature \_\_\_\_\_

**CAPITAL EQUIPMENT REQUEST FORM 2**

**2021-2022 BUDGET**

**DEPARTMENT**

Water

**DESCRIPTION OF CAPITAL ITEM**

2021 Ram 2500 Tradesman Single Cab with Utility Bed

**USE / PURPOSE OF CAPITAL ITEM**

Vehicle will be used by utility worker performing day-to-day duties associated with water department.

**JUSTIFICATION FOR CAPITAL ITEM**

Vehicle will be used by used to help meet the needs incurred by adding an additional employee.

**WILL ITEM BENEFIT OTHER DEPARTMENTS? IF "YES" PLEASE EXPLAIN**

No

**ALTERNATIVES TO THIS CAPITAL ITEM**

Having employees ride together in same truck

**COST OF ACQUISITION**

PURCHASE PRICE	\$	46,227
DELIVERY/FREIGHT	\$	-
INSTALLATION	\$	-
OTHER COSTS*	\$	-
<b>TOTAL COST</b>	<b>\$</b>	<b>46,227</b>

**ANNUAL OPERATING COSTS IMPACT**

FUEL	\$	2,500
INSURANCE	\$	-
MAINTENANCE	\$	-
SUPPLIES	\$	-
OTHER COSTS*	\$	-
<b>TOTAL ANNUAL COSTS</b>	<b>\$</b>	<b>2,500</b>

**\* EXPLANATION OF "OTHER" COSTS**

APPROVED FOR FUNDING  YES  NO

\_\_\_\_\_  
Jeriana Staton, Interim City Manager

# HOLIDAY AUTOGROUP.COM

Date	4/5/2021
Estimate #	30808
Estimate By	Mike Hewitt
	mike@defendersupply.com
	903-771-1089



Bill To
City of Sanger City Hall 502 Elm Street Sanger, TX 76266

Customer Contact	
Customer Phone	AP: 940.458.7930
Customer E-mail	j.maddox@sangertexas.org

Description	Location	Qty	Price	Total
2021 Ram 2500 Tradesman Single Cab, 2WD, V8 Engine, WHITE Exterior, Black Nerf Bars, 8' Bed, LT245/70R17E All Season Tires, 40/20/40 Bench Seat, Rubber Floor w/Floor Mats		1	32,579.00	32,579.00T
2 Year Texas State Inspection Certificate		1	7.00	7.00T
Vehicle Dealer Prep		1	130.00	130.00T
Window Tint - For Two Front Windows and Rear		1	159.00	159.00T
Whelen Blue/Amber/White Trio ION	Front Grill-Front Facing	2	89.00	178.00T
Whelen Blue/Amber/White Trio ION	2 Each Running Board Area	2	89.00	178.00T
Whelen Blue/Amber/White Trio ION	Each Side of License Plate	2	89.00	178.00T
Whelen Universal Horizontal Metal License Plate Bracket for Two Light Leads		1	23.00	23.00T
Rocket Switch for Light Activation		1	7.00	7.00T
Misc. Shop Supplies		1	23.00	23.00T
Defender Supply Wiring Harness		1	177.00	177.00T
Installation of Above Equipment		1	1,937.00	1,937.00T
Professional Design & Installation of Graphics for Customer's Department by Defender Supply		1	89.00	89.00
City Logo on each Door. Both Doors - Vehicle Number				
CST98VVS 8' STD SERVICE BODY - STAHL W/T-HANDLES, LED SURFACE MOUNT LIGHTS, WHITE POWDER COAT		1	6,127.00	6,127.00T
Texas Government or Municipality - No Sales Tax			0.00%	0.00

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$41,792.00</b>
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Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

Signature \_\_\_\_\_

*1. later*



# DEFENDER SUPPLY

*WATER*

845 FM 407 W  
Argyle, TX 76226

Date	3/10/2021
Estimate #	30598
Estimate By	



Bill To
City of Sanger City Hall 502 Elm Street Sanger, TX 76266

Customer Contact	
Customer Phone	AP: 940.458.7930
Customer E-mail	jmaddox@sanger texas.org

Item	Description	Location	Qty	Price	Total
	2013 Chevy 2500 with Utility Bed VIN: 1GC0CVCG4DF245769				
Misc	TOMMY GATE - LIFT GATE SERVICE BODY TREADPLATE INSTALLED		1	4,435.00	4,435.00T
	Texas Government or Municipality - No Sales Tax			0.00%	0.00

Final sale amount may be subject to state and local sales tax. PLEASE NOTE: Once this estimate has been approved, either by signature on this form, written approval referencing the estimate number or the issuance of purchase order, any changes or cancellations of parts made by the customer are subject to a 25% restocking fee. Any additional customer-requested parts/services will be added to the total amount of the sale.

<b>Vehicle &amp; Emergency Equipment Total</b>	<b>\$4,435.00</b>
--	-------------------

Signature \_\_\_\_\_

# FINANCIAL MANAGEMENT POLICY

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*\*The Sanger City Council approved the City's Financial Management Policy on September 7, 2021*

## Introduction

The City of Sanger, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code and the Sanger City Charter. The policies are intended to assist the City Council and city staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

The scope of these policies generally spans accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, expenditure control and debt management, all to make it possible both: (a) to present fairly and with full disclosure the financial position and results of financial operations of the City in conformity to generally accepted accounting principles (GAAP), and (b) to determine and demonstrate compliance with finance-related legal and contractual provisions.

It is the goal of the Statement of Financial Management Policies to enable the City to adhere to the principles of sound municipal finance and to continue its long-term stable and positive financial condition.

## Annual Budget

1. The fiscal year of the City of Sanger shall begin on October 1 of each calendar year and will end on September 30 of the following calendar year. The fiscal year will also be established as the accounting and budget year.
2. The City Manager, prior to August first of each year, shall prepare and submit to the City Secretary the annual budget covering the next fiscal year. The budget shall provide a complete financial plan of all city funds and activities and, except as required by law or the City Charter, shall be in such form as the Council may require.

The budget shall contain the following information:

- a. The City Manager's budget message outlining the proposed financial policies for the next fiscal year with an explanation of any changes in expenditures from the previous year, any major changes in policies, and a complete statement regarding the financial condition of the City. (Proposition 1 approved at an election held November 7, 2006 and certified by Resolution 11-19-06 adopted November 20, 2006.)
- b. An estimate of all revenues from taxes and other sources, including the present tax structure, rates, and property valuations for the ensuing year;
- c. A carefully itemized list of proposed expenses and revenues by fund, service type, and project for the budget year, as compared to actual expenditures and revenues of the last ended fiscal year and the projected final expenditures and revenues for the current fiscal year;
- d. A description of all outstanding bond indebtedness, showing amount, date of issue, rate of interest, and maturity date; also, any other indebtedness which the City has incurred and which has not been paid;
- e. A statement proposing any capital expenditures deemed necessary for undertaking during the next budget year and the recommended provision for financing; and
- f. Such other information as is required by City Council or deemed desirable by the City Manager.

3. The City Manager's budget should assume, for each fund, operating revenues that are equal to or exceed operating expenditures (i.e., a balanced budget). The City Manager's budget message shall explain the reasons for any fund that reflects operating expenditures exceeding operating revenues.
4. The City Council shall hold a public hearing on the budget, as submitted, at the time and place so advertised in the official newspaper, which will be no less than seven (7) days or more than fifteen (15) days after the date of notice. All interested persons shall be given the opportunity to be heard, either for or against, any item of the proposed budget.
5. The budget and tax rate may be adopted at any regular or special meeting of the Council prior to the beginning of the budgeted fiscal year by a majority vote of two thirds (2/3) quorum. The Council may amend the proposed budget by increasing, decreasing, or removing any programs or amounts, except for expenditures required by law, for debt service, or for estimated cash deficit. No amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.
6. If the Council fails to adopt a budget by the beginning of the fiscal year, the budget currently in place for the preceding year shall remain in place on a month-to-month basis until such time as a new budget has been adopted.
7. On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the City Council shall constitute the official appropriations for the current year and shall constitute the basis of the official levy of the property tax. Under conditions which may arise, the City Council may amend or change the budget to provide for any additional expense.

### **Capital Program**

1. The City Manager shall submit a five-year capital improvement program (CIP) as an attachment to the annual budget. The CIP shall induce the following:
  - a. A clear, general summary of its contents;
  - b. A list of all capital improvements which are proposed for the five (5) fiscal years including the budget year, with appropriate supporting information as to the necessity for such improvements;
  - c. Cost estimates, method of financing and recommended time schedules for each improvement; and
  - d. The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

### **Basis of Accounting and Budgeting**

1. The City's finances shall be accounted for in accordance with generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).
  - a. The accounts of the City are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.
  - b. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, franchise and tax revenues recorded in the General Fund and ad valorem tax revenues recorded in the Debt Service

Fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.

- c. The City utilizes encumbrance accounting for its governmental fund types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.
  - d. The City's proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.
2. The City's annual budgets shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds
  3. The issuance of Statement 34 by GASB has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems: one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the City will continue utilizing the accounting and budgeting processes as described in paragraphs (1) and (2) of this section. However, because GASB 34 mandates the flow of economic resources measurement focus and accrual basis of accounting for the government-wide reporting, extensive reconciliation must be performed to present aggregated fund information in the government-wide reporting model. Therefore, individual operating funds will be created with the objective of reducing fund to government-wide reconciliation as much as possible. When appropriate, individual funds will be examined as to whether it will be appropriate to account for them as proprietary fund types. Also, the City will limit the use of internal service funds and incorporate the financial transactions of those funds into other governmental funds.

### **Budget Administration**

1. All expenses of the City shall be made in accordance with the adopted annual budget. Budgetary control is maintained at the individual expenditure account level by the review of all requisitions of estimated purchase amounts prior to the release of purchase orders to vendors.
2. The following represents the City's budget amendment policy delineating responsibility and authority for the amendment process. Transfers between expenditure accounts in one department may occur with the approval of the City Manager and Finance Director. Transfers between operating departments may occur with the approval of the City manager and Finance Director provided that a department's total budget is not changed by more than \$50,000. Transfers between funds must be accomplished by budget amendment approved by the City Council. Budget amendments calling for new fund appropriations must also be approved by the City Council.

### **Financial Reporting**

1. At the close of each fiscal year, and at such other times as it may be deemed necessary, the Council shall direct that an independent audit be made on all accounts of the City by a certified public accountant. The certified public accountant shall have no personal interest directly or indirectly, in the financial affairs of the City or any of its officers and shall report directly to the Council. Upon completion of the audit, a summary of the

results thereof shall be placed on file in the City Secretary's office for public record. A copy of the comprehensive financial annual report shall be available at City Hall.

2. The City Manager shall submit to the Council a monthly report of the financial condition of the City by department for the fiscal year-to-date. The financial records of the City will be maintained on a modified accrual basis to support this type of financial management. The City Manager shall make available to the Council the monthly cash disbursements journal of the City of all funds and accounts.

## Revenues

1. To protect the City's financial integrity, the City will maintain a diversified and stable revenue system to shelter it from fluctuations in any one revenue source. Recognizing that sales tax is a volatile, unpredictable source of revenue, the City will attempt to reduce its dependence on sales tax revenue.
2. For every annual budget, the City shall levy two property tax rates: operation/ maintenance and debt service. The debt service levy shall be sufficient for meeting all principal and interest payments associated with the City's outstanding general obligation debt for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the Debt Service Fund. The operation and maintenance levy shall be accounted for in the General Fund. City Council will consider exceeding the rollback rate only after options have been presented by staff to avoid the rollback by increasing revenue from other sources or reducing expenditures.
3. The City will maintain a policy of levying the lowest tax rate on the broadest tax base. Minimal exemptions may be provided to homeowners, senior citizens, and disabled veterans. The City may consider providing tax abatements or other incentives to encourage development.
4. The City will establish user charges and fees at a level that attempts to recover the full cost of providing the service.
  - a. User fees, particularly utility rates, should identify the relative costs of serving different classes of customers.
  - b. Where possible, utility rates should be designed to reduce peak (hour and day) demands on the utility systems.
  - c. The City will make every reasonable attempt to ensure accurate measurement of variables impacting taxes and fees (e.g., verification of business sales tax payments, verification of appraisal district property values, and accuracy of water meters).
5. The City will attempt to maximize the application of its financial resources by obtaining supplementary funding through agreements with other public and private agencies for the provision of public services or the construction of capital improvements.
6. The City will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.
7. When developing the annual budget, the City Manager shall project revenues from every source based on actual collections from the preceding year and estimated collections of the current fiscal year, while taking into account known circumstances which will impact revenues for the new fiscal year. The revenue projections for each fund should be made conservatively so that total actual fund revenues exceed budgeted projections.

## Operating Expenditures

1. Operating expenditures shall be accounted, reported, and budgeted for in the following major categories:
  - a. Operating, Recurring Expenditures
    - i. Salaries and Benefits
    - ii. Supplies and Materials

- iii. Maintenance and Operations
  - iv. Contractual Services
  - v. Utilities
  - vi. Capital Replacement
  - vii. Other Expenses
- b. Operating, Non-Recurring Expenditures
    - i. Capital Equipment
2. The annual budget shall appropriate sufficient funds for operating, recurring expenditures necessary to maintain established (i.e., status quo) quality and scope of city services.
  3. The City will constantly examine the methods for providing public services in order to reduce operating, recurring expenditures and/or enhance quality and scope of public services with no increase to cost.
  4. Salaries and benefits expenditures will reflect the minimum staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality service, the City shall maintain a compensation and benefit package competitive with the public and, when quantifiable, private service industries.
  5. Supplies and materials expenditures shall be sufficient for ensuring the optimal productivity of City employees.
  6. Maintenance and operations expenditures shall be sufficient for addressing the deterioration of the City's capital assets to ensure the optimal productivity of the capital assets. Maintenance should be conducted to ensure a relatively stable level of maintenance expenditures for every budget year.
  7. Utility expenditure providers shall, when options are available, be selected on the basis of the provider's competitive pricing and service.
  8. The City will utilize contractual services for the provision of city services whenever private contractors can perform the established level of service at less expense to the City. The City will regularly evaluate its agreements with private contractors to ensure the established levels of service are performed at the least expense to the City.
  9. Capital equipment is defined as equipment that exceeds \$5,000 and has a useful life of at least one year. Bulk purchases of smaller equipment with a useful life of at least one year will be capitalized if the total amount of the purchase exceeds \$25,000. Existing capital equipment shall be replaced when needed to ensure the optimal productivity of City employees.
  10. Expenditures for additional capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of service.
  11. Expenditures for other expenses not included in the categories above shall be made strictly on the basis of economic and business merit, ensuring the best possible return on each dollar spent.
  12. To assist in controlling the growth of operating expenditures, operating departments will submit their annual budgets to the City Manager during the budget preparation process. Departments shall provide justification where projected expenditures exceed prior year budgeted amounts.

### **Fund Balance**

1. The annual budget shall be presented to City Council with each fund reflecting an ending fund balance which is no less than 25 percent of that fund's annual operating expenditures. To satisfy the particular needs of individual funds, ending fund balances may be established which exceed the 25 percent minimum.
2. Fund balance that exceeds the minimum level established for each fund may be appropriated for non-recurring capital projects or programs, reserves or as the Council directs.
3. The City will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs

of the Sanger community, the budget document shall include an explanation of the circumstances requiring the appropriation and the methods to be used to arrest the future use of fund balance for operating expenditures.

### **Fund Transfers**

1. With the exceptions noted below, there will be no operating transfers between funds. Any costs incurred by one fund to support the operations of another shall be charged directly to the fund.
2. Fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses or when needed to satisfy debt service obligations.
3. Transfers are permitted between funds to support economic development programs.
4. Transfers are permitted from the Enterprise Fund to other funds to cover the cost of operations.

### **Debt Expenditures**

1. The City shall have the right and power, except as prohibited by law or the City Charter, to borrow money by whatever method it may deem to be in the public interest.
2. The City shall have the power to borrow money on the credit of the City and to issue general obligation bonds for permanent public improvements or for any other public purpose not prohibited by law and the City Charter and to issue refunding bonds to refinance outstanding bonds previously issued. All such bonds or certificates of obligation shall be issued in conformity with the laws of the State of Texas and shall be used only for purposes for which they were issued. General obligation bonds shall not be issued without an election. In all cases when the City Council shall order an election for the issuance of bonds of the City, it shall, at the same time, state whether or not a tax rate increase is anticipated for the purpose of paying the principal and interest on the bonds and to create a sinking fund for their redemption.
3. The City shall have the power to borrow money for the purpose of constructing, purchasing, improving, extending or repairing public utilities, recreational facilities, or any other self-liquidating municipal function not prohibited by the Constitution and the laws of the State of Texas, and to issue revenue bonds to evidence the obligation created thereby. Such shall be a charge upon and payable from the properties, or interest therein pledged, or the income therefrom, or both. The holders of the revenue bonds shall never have the right to demand payment thereof out of moneys raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas and shall be used only for the purpose for which they were issued.
4. When needed to minimize annual debt payments, the City will obtain insurance for new debt issues.

### **Capital Project Expenditures**

1. The City will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five-year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures.
2. Capital projects will be constructed to:
  - a. Protect or improve the community's quality of life.
  - b. Protect or enhance the community's economic vitality.
  - c. Support and service new development.
3. To minimize the issuance of debt, the City will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e., "pay-as-you-go").

## Purchasing

1. All purchases and contracts over \$3,000 shall conform to Chapter 252, Subchapter B of the Local Government Code of Texas, as amended. Purchases of goods or services over \$50,000 shall be submitted to the City Council for approval. The adoption of the annual budget gives the City Manger the authority to approve all other purchases for goods or services in accordance with each department's approved budget.
2. Purchases of goods or services at a total cost of \$1,000 or more must be made through the City's purchase order system. Written purchase orders shall also be used for vendors requiring formal City authorization regardless of dollar amount.
3. Purchases of goods or services at a total cost of less than \$1,000 may be made via a written Accounts Payable Voucher, signed and submitted by the applicable Department Director to the Finance Department.
4. All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days of receipt in accordance with provisions of Article 601f, Section 2 of the State of Texas Civil Statutes.

# INVESTMENT POLICY

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*\*The Sanger City Council approved the City's Investment Policy on September 7, 2021*

## POLICY STATEMENT

It is the objective of the City of Sanger, Texas ("City") that the administration of its funds and the investment of those funds shall be handled in the highest public trust. Investments shall be made in a manner which will provide the maximum security of principle invested through limitations and diversification while meeting the daily cash flow needs of the city and conforming to all applicable federal, state, and local statutes, rules and regulations governing the investment of public funds. The receipt of a market rate return will be secondary to the requirements for safety and liquidity. The earning from investments shall be used in a manner that best serves the public trust and interest of the City. This policy serves to satisfy the statutory requirements of defining and adopting a formal investment policy and shall be reviewed annually for modifications. It is the intent of the City to be in compliance with local law and the provisions of Public Funds Investment Act of the Texas Government Code Chapter 2256.

## SCOPE

This Investment Policy applies to the investment activities, all financial assets and funds held by the City of Sanger, Texas. Funds covered and managed by this Investment Policy include:

- A. General Fund – Used to account for resources traditionally associated with government, which are not required to be accounted for in another fund.
- B. Debt Service Fund – Used to account for resources to be used for the payment of principle, interest and related costs on debt.
- C. Enterprise Fund – Used to account for operations that are financed and operated in a manner similar to private business enterprises.
- D. Capital Improvement Fund – Used to account for resources to enable the acquisition or construction of major capital facilities which are not financed by enterprise funds, internal service funds, or trust funds.
- E. Special Revenue Funds – Used to account for proceeds from specific revenue sources which are restricted to expenditures for specific purposes.
  - 1. 4A Fund
  - 2. 4B Fund
  - 3. Employee Benefits Fund

## INVESTMENT OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be invested in conformance with state and federal regulations, applicable bond ordinance requirements, and adopted Investment Policy. In accordance with the Public Funds Investment Act, the following prioritized primary objectives, in accordance with the Texas Government Code Section 2256.005(d) apply to the City's investment strategy. Listed in order of their priority, these objectives encompass:

- A. Suitability – Understanding the suitability of the investment to the financial requirement of the City is important. Any investment eligible in the Investment Policy is suitable for all City funds.
- B. Safety – Preservation and safety of principal are the primary objectives of the Investment Policy. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio. To obtain this goal, diversification is required in the portfolio's composition.

The suitability of each investment decision will be made on the basis of these objectives. The City prefers to invest in money market accounts, certificates of deposits, and United States government backed agency discount notes.

- C. Liquidity – The City’s investment portfolio will remain sufficiently liquid to meet operating requirements that might be reasonably anticipated. The City’s investment portfolio will remain sufficiently liquid and enable it to meet all operating requirements which might be reasonably anticipated.
- D. Diversification – Investment maturities shall be staggered throughout the budget cycle to provide cash flow based on the anticipated needs of the City. Diversifying the appropriate maturity structure will reduce market cycle risk. Diversification of the portfolio will include diversification by maturity and market sector and will include the use of a number of brokers/dealers for diversification and market coverage. Competitive bidding will be used on each sale and purchase.
- E. Yield – Attaining a competitive market yield, commensurate with the City’s investment risk constraints and cash flow characteristic of the portfolio, is the desired objective. The City’s investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City’s risk constraints and the cash flow of the portfolio. “Market rate of return” may be defined as the average yield of the current three-month U.S. Treasury Bill or such other index that most closely matches the average maturity of the portfolio. The City’s objective shall be a reasonably safe yield rate in accordance with payment schedules and other investment goals.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services. The City staff will follow the “Prudent Person” statement relating to the standard of care that must be exercised when investing public funds as expressed in the Texas Government Code Section 2256.006(a-b). The Investment Officers shall avoid any transactions that might impair public confidence in the City’s ability to govern effectively. The governing body recognizes that in diversifying the portfolio, occasional measured unrealized losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio’s investment return, provided that adequate diversification has been implemented. The prudence of the investment decision shall be measured in accordance with the tests set forth in the Texas Government Code Section 2256.006(b).

It shall be the policy of the City not to invest in speculative instruments such as derivatives.

## **LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY**

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act of the Texas Government Code Section 2256. The Interlocal Cooperation Contracts, Section 791, of the Texas Government Code authorizes local governments to participate in public funds investments in conjunction with other local governments and agencies of the state of Texas. Section 791 along with Section 2256 of the Texas Government Code provides authorization for participation in investment pools to invest public funds jointly with objectives of preservation and safety of principal, liquidity, and yield.

## **DELEGATION OF INVESTMENT AUTHORITY**

The City Manager and the Finance Director acting on behalf of the City Council are designated as the Investment Officers of the City and are responsible for investment management decisions and activities. The Council is responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officers shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with the investment policy. Procedures will include reference to safekeeping, wire transfers, certificates of deposit, and fund accounts. Additional procedures will be documented for the performance of wire transfer agreements; banking services contracts, and other investment related activities.

The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officers shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officers are not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officers and approved by the City Council.

## **PRUDENCE – STANDARD OF CARE**

The standard of prudence to be used in the investment function shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio. The Texas Government Code Section 2256.006(a) states Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

### Limitation of Personal Liability

The Investment Officers and those delegated investment authority under this policy, when acting in accordance with the written procedures and this policy and in accordance with the written procedures and this policy and in accord with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the portfolio provided that deviations from expectations for a specific security’s credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

## **INTERNAL CONTROLS**

The Investment Officers shall establish a system of written internal controls which will be reviewed annually with the independent auditor of the City. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees or Investment Officers of the City.

### Cash Flow Forecasting

Cash flow forecasting is designated to protect and sustain cash flow requirements of the City. Supplemental to the financial and budgetary systems, the Investment Officers will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes. Cash flow will include the historical researching and monitoring of specific cash flow items, payables, and receivables as well as overall cash position and patterns.

## **AUTHORIZED INVESTMENTS**

Acceptable investments under this policy shall be limited to the instruments listed below. The investments shall be selected in a manner which promotes diversity of the market sector and maturity. The selection of high-grade government investments and high-grade money market instruments is designed to assure the marketability of those investments should the need for liquidity arise.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed two years to stated maturity;
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of a written depository agreement with that bank, not to exceed three years to the stated maturity;
- C. Money market funds authorized by the Public Funds Investment Act of the Texas Government Code Chapter 2256.
- D. Texas Local Government Investment Pools authorized by the Public Funds Investment Act of the Texas Government Code Chapter 2256.

Additional types of securities approved for investment of public funds by Texas state statutes are not eligible for investment by the City until this Investment Policy has been amended and the amended version approved by the City Council authorizing investment of these additional types of securities.

### Competitive Bidding Requirements

All securities, excluding certificates of deposit, will be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment.

### Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by the City, shall be conducted on a delivery versus payment (DVP) basis.

## **SAFEKEEPING AND COLLATERALIZATION**

The laws of the State and prudent treasury management require that all purchased securities be bought on a delivery versus payment basis and be held in safekeeping by either the City, an independent third-party financial institution, or the City's designated depository.

All safekeeping arrangements shall be designed by the Investment Officers and an agreement of the terms executed in writing. The third-party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City for certificates of deposit or demand deposits shall be held by an independent third-party bank domiciled in Texas. The safekeeping bank may be written within the same holding company as the bank, from which the securities are pledged.

#### Collateralization

Collateralization shall be required on all public funds of the City over the FDIC insurance coverage limit, and in order to anticipate market changes and provide a level of additional security for all funds, the collateralized level required will be 102% of the market value of the principal accrued interest.

### **PERFORMANCE EVALUATION AND REPORTING**

The Investment Officers shall submit quarterly and annual reports to the City Council containing a written report of investment transactions and investment positions as of the date of report. The report will be prepared jointly by all involved in the investment activity and be signed by the Investment Officer(s).

### **DEPOSITORIES**

The City will designate one banking institution through a competitive process as its central banking service provider. This institution will be used for normal banking services including disbursements, deposits, and lockbox. As a matter of ensuring liquidity and security should the funds deposited with the designated bank be temporarily unavailable, the City will maintain an emergency reserve in another qualified bank.

### **INVESTMENT POLICY ADOPTION BY CITY COUNCIL**

The City's Investment Policy shall be formally approved and adopted by resolution of the City Council and reviewed annually in accordance with the provisions of the Public Funds Investment Act of the Texas Government Code Chapter 2256.

### **AMENDMENT**

In the event Texas state law changes and the City cannot invest in the investments described by this policy, this policy shall automatically be conforming to existing law.

# DEBT SERVICE SCHEDULES

## Certificates of Obligation, Series 2007

Purpose: to acquire and renovate a building and parking area to be used by the City's public works department; to purchase phone, alarm and computer equipment and office furniture for such building; and professional services rendered in connection with this project.

Fiscal Year	General Fund 34%			Enterprise Fund: 66%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	35,700	10,398	46,098	69,300	20,182	89,482	105,000	30,580	135,580
2023	37,400	8,826	46,226	72,600	17,134	89,734	110,000	25,960	135,960
2024	37,400	7,180	44,580	72,600	13,940	86,540	110,000	21,120	131,120
2025	39,100	5,536	44,636	75,900	10,744	86,644	115,000	16,280	131,280
2026	42,500	3,814	46,314	82,500	7,406	89,906	125,000	11,220	136,220
2027	44,200	1,944	46,144	85,800	3,776	89,576	130,000	5,720	135,720
<b>Total</b>	<b>236,300</b>	<b>37,698</b>	<b>273,998</b>	<b>458,700</b>	<b>73,182</b>	<b>531,882</b>	<b>695,000</b>	<b>110,880</b>	<b>805,880</b>

## Certificates of Obligation, Series 2013

Purpose: to pay for water and sewer system repairs and improvements, street repairs, drainage repairs and improvements, and park repairs and improvements, and for professional services related to this project.

Fiscal Year	General Fund 12%			Enterprise Fund: 88%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	22,800	1,404	24,204	167,200	10,296	177,496	190,000	11,700	201,700
2023	24,000	720	24,720	176,000	5,280	181,280	200,000	6,000	206,000
<b>Total</b>	<b>46,800</b>	<b>2,124</b>	<b>48,924</b>	<b>343,200</b>	<b>15,576</b>	<b>358,776</b>	<b>390,000</b>	<b>17,700</b>	<b>407,700</b>

## Certificates of Obligation, Series 2015

Purpose: to pay for rehabilitation, reconstruction, addition and expansion of the waste water treatment plant; rehabilitation and construction of wastewater lift stations and wastewater lines; construction of water lines and associated equipment and facilities rehabilitation, reconstruction and construction of streets and drainage; rehabilitation of municipal facilities; and professional services rendered in connection with this project.

Fiscal Year	General Fund: 0%			Enterprise Fund: 100%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	-	-	-	295,000	178,075	473,075	295,000	178,075	473,075
2023	-	-	-	285,000	169,375	454,375	285,000	169,375	454,375
2024	-	-	-	290,000	160,750	450,750	290,000	160,750	450,750
2025	-	-	-	300,000	151,900	451,900	300,000	151,900	451,900
2026	-	-	-	310,000	142,750	452,750	310,000	142,750	452,750
2027	-	-	-	320,000	132,900	452,900	320,000	132,900	452,900
2028	-	-	-	330,000	121,925	451,925	330,000	121,925	451,925
2029	-	-	-	340,000	110,200	450,200	340,000	110,200	450,200
2030	-	-	-	355,000	97,594	452,594	355,000	97,594	452,594
2031	-	-	-	370,000	84,000	454,000	370,000	84,000	454,000
2032	-	-	-	380,000	69,937	449,937	380,000	69,937	449,937
2033	-	-	-	395,000	55,406	450,406	395,000	55,406	450,406
2034	-	-	-	410,000	40,313	450,313	410,000	40,313	450,313
2035	-	-	-	425,000	24,656	449,656	425,000	24,656	449,656
2036	-	-	-	445,000	8,344	453,344	445,000	8,344	453,344
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,250,000</b>	<b>1,548,125</b>	<b>6,798,125</b>	<b>5,250,000</b>	<b>1,548,125</b>	<b>6,798,125</b>

### Certificates of Obligation, Series 2017

Purpose: to pay for the restoration, replacement, rehabilitation, and expansion of the wastewater and water systems, including the treatment plant; street and drainable improvements; and professional services related thereto.

Fiscal Year	General Fund: 0%			Enterprise Fund: 100%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	-	-	-	85,000	366,600	451,600	85,000	366,600	451,600
2023	-	-	-	100,000	364,050	464,050	100,000	364,050	464,050
2024	-	-	-	115,000	361,050	476,050	115,000	361,050	476,050
2025	-	-	-	115,000	357,600	472,600	115,000	357,600	472,600
2026	-	-	-	115,000	353,000	468,000	115,000	353,000	468,000
2027	-	-	-	390,000	348,400	738,400	390,000	348,400	738,400
2028	-	-	-	545,000	332,800	877,800	545,000	332,800	877,800
2029	-	-	-	560,000	311,000	871,000	560,000	311,000	871,000
2030	-	-	-	585,000	288,600	873,600	585,000	288,600	873,600
2031	-	-	-	605,000	265,200	870,200	605,000	265,200	870,200
2032	-	-	-	630,000	241,000	871,000	630,000	241,000	871,000
2033	-	-	-	660,000	215,800	875,800	660,000	215,800	875,800
2034	-	-	-	1,010,000	189,400	1,199,400	1,010,000	189,400	1,199,400
2035	-	-	-	1,050,000	149,000	1,199,000	1,050,000	149,000	1,199,000
2036	-	-	-	1,090,000	107,000	1,197,000	1,090,000	107,000	1,197,000
2037	-	-	-	1,585,000	63,400	1,648,400	1,585,000	63,400	1,648,400
<b>Total</b>	-	-	-	<b>9,240,000</b>	<b>4,313,900</b>	<b>13,553,900</b>	<b>9,240,000</b>	<b>4,313,900</b>	<b>13,553,900</b>

### General Obligation Refunding Bonds, Series 2019

Purpose: to refund certain obligations (Combination Tax & Revenue Certificates of Obligations, Series 2009) of the City, and professional services related thereto.

Fiscal Year	General Fund 100%			Enterprise Fund: 0%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	210,000	40,500	250,500	-	-	-	210,000	40,500	250,500
2023	220,000	32,100	252,100	-	-	-	220,000	32,100	252,100
2024	225,000	23,300	248,300	-	-	-	225,000	23,300	248,300
2025	235,000	14,300	249,300	-	-	-	235,000	14,300	249,300
2026	245,000	4,900	249,900	-	-	-	245,000	4,900	249,900
<b>Total</b>	<b>1,135,000</b>	<b>115,100</b>	<b>1,250,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,135,000</b>	<b>115,100</b>	<b>1,250,100</b>

**Certificates of Obligation, Series 2021A**

Purpose: to pay for the expansion and improvements to the City's waster and sewer system; system renovations and line relocations to the City's electric utility system; city-wide street repairs and improvements; and professional services related thereto.

Fiscal Year	General Fund: 0%			Enterprise Fund: 100%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	-	-	-	55,000	551,896	606,896	55,000	551,896	606,896
2023	-	-	-	295,000	559,600	854,600	295,000	559,600	854,600
2024	-	-	-	320,000	550,750	870,750	320,000	550,750	870,750
2025	-	-	-	345,000	541,150	886,150	345,000	541,150	886,150
2026	-	-	-	395,000	534,250	929,250	395,000	534,250	929,250
2027	-	-	-	140,000	526,350	666,350	140,000	526,350	666,350
2028	-	-	-	135,000	523,550	658,550	135,000	523,550	658,550
2029	-	-	-	160,000	519,500	679,500	160,000	519,500	679,500
2030	-	-	-	160,000	514,700	674,700	160,000	514,700	674,700
2031	-	-	-	185,000	509,900	694,900	185,000	509,900	694,900
2032	-	-	-	260,000	504,350	764,350	260,000	504,350	764,350
2033	-	-	-	290,000	493,950	783,950	290,000	493,950	783,950
2034	-	-	-	290,000	482,350	772,350	290,000	482,350	772,350
2035	-	-	-	320,000	470,750	790,750	320,000	470,750	790,750
2036	-	-	-	370,000	457,950	827,950	370,000	457,950	827,950
2037	-	-	-	395,000	446,850	841,850	395,000	446,850	841,850
2038	-	-	-	1,620,000	435,000	2,055,000	1,620,000	435,000	2,055,000
2039	-	-	-	1,665,000	386,400	2,051,400	1,665,000	386,400	2,051,400
2040	-	-	-	1,715,000	336,450	2,051,450	1,715,000	336,450	2,051,450
2041	-	-	-	1,765,000	285,000	2,050,000	1,765,000	285,000	2,050,000
2042	-	-	-	1,820,000	232,050	2,052,050	1,820,000	232,050	2,052,050
2043	-	-	-	1,875,000	177,450	2,052,450	1,875,000	177,450	2,052,450
2044	-	-	-	1,930,000	121,200	2,051,200	1,930,000	121,200	2,051,200
2045	-	-	-	1,990,000	63,300	2,053,300	1,990,000	63,300	2,053,300
2046	-	-	-	120,000	3,600	123,600	120,000	3,600	123,600
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,615,000</b>	<b>10,228,296</b>	<b>28,843,296</b>	<b>18,615,000</b>	<b>10,228,296</b>	<b>28,843,296</b>

**Certificates of Obligation, Series 2021B**

Purpose: to refund certain obligations (Combination Tax & Revenue Certificates of Obligations, Series 2013) of the City, and professional services related thereto.

Fiscal Year	General Fund: 0%			Enterprise Fund: 100%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	6,600	5,174	11,774	48,400	37,942	86,342	55,000	43,116	98,116
2023	6,600	5,157	11,757	48,400	37,821	86,221	55,000	42,978	97,978
2024	31,200	5,134	36,334	228,800	37,652	266,452	260,000	42,786	302,786
2025	30,600	4,956	35,556	224,400	36,348	260,748	255,000	41,304	296,304
2026	31,200	4,690	35,890	228,800	34,395	263,195	260,000	39,085	299,085
2027	31,800	4,341	36,141	233,200	31,833	265,033	265,000	36,174	301,174
2028	31,800	3,889	35,689	233,200	28,521	261,721	265,000	32,410	297,410
2029	33,000	3,390	36,390	242,000	24,860	266,860	275,000	28,250	303,250
2030	33,000	2,786	35,786	242,000	20,431	262,431	275,000	23,217	298,217
2031	34,200	2,149	36,349	250,800	15,761	266,561	285,000	17,910	302,910
2032	34,800	1,472	36,272	255,200	10,795	265,995	290,000	12,267	302,267
2033	34,800	741	35,541	255,200	5,436	260,636	290,000	6,177	296,177
<b>Total</b>	<b>339,600</b>	<b>43,879</b>	<b>383,479</b>	<b>2,490,400</b>	<b>321,794</b>	<b>2,812,194</b>	<b>2,830,000</b>	<b>365,673</b>	<b>3,195,673</b>

**Spirit of Texas Street Equipment**

Purpose: to purchase rolling stock and heavy equipment to be used in the City's street department.

Fiscal Year	General Fund: 100%			Enterprise Fund: 0%			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	46,690	4,845	51,535	-	-	-	46,690	4,845	51,535
2023	48,252	3,283	51,535	-	-	-	48,252	3,283	51,535
2024	49,867	1,668	51,535	-	-	-	49,867	1,668	51,535
<b>Total</b>	<b>144,809</b>	<b>9,796</b>	<b>154,605</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>144,809</b>	<b>9,796</b>	<b>154,605</b>

**Total Debt**

Fiscal Year	General Fund			Enterprise Fund			Total		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2022	321,790	62,321	384,111	719,900	1,164,991	1,884,891	1,041,690	1,227,312	2,269,002
2023	336,252	50,086	386,338	977,000	1,153,260	2,130,260	1,313,252	1,203,346	2,516,598
2024	343,467	37,282	380,749	1,026,400	1,124,142	2,150,542	1,369,867	1,161,424	2,531,291
2025	304,700	24,792	329,492	1,060,300	1,097,742	2,158,042	1,365,000	1,122,534	2,487,534
2026	318,700	13,404	332,104	1,131,300	1,071,801	2,203,101	1,450,000	1,085,205	2,535,205
2027	76,000	6,285	82,285	1,169,000	1,043,259	2,212,259	1,245,000	1,049,544	2,294,544
2028	31,800	3,889	35,689	1,243,200	1,006,796	2,249,996	1,275,000	1,010,685	2,285,685
2029	33,000	3,390	36,390	1,302,000	965,560	2,267,560	1,335,000	968,950	2,303,950
2030	33,000	2,786	35,786	1,342,000	921,325	2,263,325	1,375,000	924,111	2,299,111
2031	34,200	2,149	36,349	1,410,800	874,861	2,285,661	1,445,000	877,010	2,322,010
2032	34,800	1,472	36,272	1,525,200	826,082	2,351,282	1,560,000	827,554	2,387,554
2033	34,800	741	35,541	1,600,200	770,592	2,370,792	1,635,000	771,333	2,406,333
2034	-	-	-	1,710,000	712,063	2,422,063	1,710,000	712,063	2,422,063
2035	-	-	-	1,795,000	644,406	2,439,406	1,795,000	644,406	2,439,406
2036	-	-	-	1,905,000	573,294	2,478,294	1,905,000	573,294	2,478,294
2037	-	-	-	1,980,000	510,250	2,490,250	1,980,000	510,250	2,490,250
2038	-	-	-	1,620,000	435,000	2,055,000	1,620,000	435,000	2,055,000
2039	-	-	-	1,665,000	386,400	2,051,400	1,665,000	386,400	2,051,400
2040	-	-	-	1,715,000	336,450	2,051,450	1,715,000	336,450	2,051,450
2041	-	-	-	1,765,000	285,000	2,050,000	1,765,000	285,000	2,050,000
2042	-	-	-	1,820,000	232,050	2,052,050	1,820,000	232,050	2,052,050
2043	-	-	-	1,875,000	177,450	2,052,450	1,875,000	177,450	2,052,450
2044	-	-	-	1,930,000	121,200	2,051,200	1,930,000	121,200	2,051,200
2045	-	-	-	1,990,000	63,300	2,053,300	1,990,000	63,300	2,053,300
2046	-	-	-	120,000	3,600	123,600	120,000	3,600	123,600
<b>Total</b>	<b>1,902,509</b>	<b>208,597</b>	<b>2,111,106</b>	<b>36,397,300</b>	<b>16,500,873</b>	<b>52,898,173</b>	<b>38,299,809</b>	<b>16,709,470</b>	<b>55,009,279</b>

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Summary:

## Sanger, Texas; General Obligation

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The City of Sanger was assigned an “AA” long-term rating upon the issuance of the series 2021 bonds.

## Summary:

# Sanger, Texas; General Obligation

### Credit Profile

US\$16.23 mil combination tax and rev certs of oblig ser 2021A dtd 05/01/2021 due 08/01/2044		
<i>Long Term Rating</i>	AA/Stable	New
US\$2.855 mil GO rfdg bn ds ser 2021B dtd 05/01/2021 due 08/01/2033		
<i>Long Term Rating</i>	AA/Stable	New
Sanger GO		
<i>Long Term Rating</i>	AA/Stable	Affirmed

### Rating Action

S&P Global Ratings assigned its 'AA' rating and stable outlook to Sanger, Texas' roughly \$16.23 million series 2021A combination tax and revenue certificates of obligation and roughly \$2.855 million series 2021B general obligation (GO) refunding bonds and affirmed its 'AA' rating, with a stable outlook, on the city's existing GO debt.

An ad valorem property tax, within limits prescribed by law, on all taxable property within the city secures the GO bonds.

An ad valorem-tax pledge and limited surplus net revenue of the city's water-and-sewer system, not to exceed \$1,000, secure the certificates. However, we rate the certificates based on the city's ad valorem-tax pledge.

The maximum allowable rate in Texas is \$2.50 per \$100 of assessed value (AV) for all purposes with the portion dedicated to debt service limited to \$1.50 per \$100 of AV. The city's levy is well below the maximum at 67.91 cents, 7.3644 cents of which management dedicates to debt service.

Based on the application of our criteria, titled "Issue Credit Ratings Linked To U.S. Public Finance Obligors' Creditworthiness," published Nov. 20, 2019, on RatingsDirect, we do not differentiate between the city's limited-tax GO debt and general creditworthiness. We posit that Sanger's ability to meet debt service and continue to operate has a strong link to its general creditworthiness and that there are no significant resource-fungibility limitations.

Officials will use series 2021A certificate proceeds to expand and improve the water-and-sewer system, renovate the electric-utility system, and make citywide street improvements and series 2021B bond proceeds to refinance portions of series 2013 certificates for debt-service savings.

### Credit overview

The more than 10-square-mile Sanger, just west of Lake Ray Roberts, is less than 50 miles north of Fort Worth and directly north of Denton. Interstate 35 runs through the heart of Sanger and provides residents with access to employment opportunities throughout the Dallas Metroplex, which has supported strong residential growth recently.

Despite economic risks posed by COVID-19, active residential and commercial development is ongoing, providing

near-term operating-revenue stability. In our opinion, finances are very strong, evidenced by sizable reserves established by policy and maintained over several years. We note that despite the winter storm in February 2021 and the presence of a municipal-owned electric utility, Sanger officials do not expect the storm to affect finances materially.

The rating also reflects our opinion of the city's:

- Strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Very strong financial management, with strong financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental-fund level in fiscal 2020;
- Very strong budgetary flexibility, with available fund balance in fiscal 2020 at 109% of operating expenditures;
- Very strong liquidity, with total government available cash at 2.3x total governmental-fund expenditures and 22.9x governmental debt service, and access to external liquidity we consider strong;
- Very weak debt-and-contingent-liability position, with debt service carrying charges at 10% of expenditures and net direct debt that is 200.9% of total governmental-fund revenue; and
- Strong institutional framework score.

The stable outlook reflects S&P Global Ratings' opinion finances will likely remain stable during the next few fiscal years, supported by ongoing local economic growth due to its location.

#### **Environmental, social, and governance (ESG) factors**

The rating incorporates our view regarding health-and-safety risks due to COVID-19. Absent short-term implications of COVID-19, we consider social risks in-line with the sector standard. We have analyzed Sanger's environmental and governance risks relative to its economy, management, financial measures, and debt-and-liability profile and have determined all are on par with our view of the sector standard.

### **Stable Outlook**

#### **Downside scenario**

We could lower the rating if budgetary performance were to experience sustained imbalance, leading to significantly deteriorated reserves.

#### **Upside scenario**

We could raise the rating if ongoing economic expansion were to improve income and property values to levels we consider in-line with higher-rated peers or if management were to maintain reserves consistently at levels higher than 75% of expenditures during a sustained period.

## Credit Opinion

### Strong economy

We consider Sanger's economy strong. The city, with a population estimate of 9,304, is in Denton County in the Dallas-Fort Worth-Arlington MSA, which we consider broad and diverse. Projected per capita effective buying income is 100% of the national level and per capita market value is \$85,162. Overall, market value has grown by 22.9% during the past year to \$792.3 million in fiscal 2021. County unemployment was 3% in 2019, pre-COVID-19. Following unemployment of 12.8% in April 2020, unemployment decreased to about 5.8% in January 2021 and averaged roughly 6.6% in 2020 due to COVID-19.

The primarily residential city has experienced strong retail and commercial growth with more land available for development. Due to commercial and residential expansion, property value has increased at elevated rates. Net taxable AV has increased by 50% during the past five years and 23% in fiscal 2021, the most recent year.

Ongoing economic development includes several new phases of existing developments underway or residential lots released for construction. Commercial development typically follows residential development, and the city experiences some commercial growth. Sanger should see more commercial growth as the population increases. Overall, we expect continued economic growth in conjunction with the expansion of I-35 improving access to the Dallas Metropolitan area.

### Very strong management

We revised our view of the city's financial management to very strong from strong with strong financial policies and practices under our FMA methodology, indicating financial practices are strong, well embedded, and likely sustainable.

The revision reflects our understanding Sanger uses long-term financial projections that forecast major general fund revenue and expenditure items four years beyond the budget year. Forecast assumptions also include varying growth projections, not just straight-line projections.

Highlights include management's:

- Revenue and expenditure assumptions based, in part, on three years of historical trends, coupled with information from outside sources to assist with forecasting;
- Monthly budget-to-actual reports to the city council;
- Use of a five-year capital-improvement plan with estimated costs and identified funding sources;
- Formal investment-management policy that follows state guidelines with monthly performance reports to the council;
- Formal debt-management policy; and
- Formal fund-balance policy of maintaining a minimum 25% of annual operating expenditures.

### Strong budgetary performance

Sanger's budgetary performance is strong, in our opinion. The city had general fund operating surpluses at 40% of

expenditures and 23.6% across all governmental funds in fiscal 2020. Our assessment accounts for the fact that we expect budgetary results could deteriorate somewhat from fiscal 2020 results during the next few years.

We have adjusted our ratios for, what we view as, recurring transfers into and from the general fund.

Officials partially attribute fiscal 2020 performance to property tax revenue coming in 7% higher due to growing property values and sales-tax revenue coming in 21% higher due to local economic growth. Charges for services also increased by 7% due primarily to higher building permit revenue in fiscal 2020. In fiscal 2020, property taxes generated 48% of general fund revenue, followed by sales taxes at 13% and charges for services at 12%.

The operationally balanced fiscal 2021 budget indicates reserves will likely remain stable. Officials indicate the budget is trending accordingly, and they conservatively expect to end fiscal 2021 with breakeven operations. Officials expect to adopt a balanced fiscal 2022 budget, and they forecast reserves will remain relatively stable.

#### **Very strong budgetary flexibility**

Sanger's budgetary flexibility is very strong, in our view, with available fund balance in fiscal 2020 at 109% of operating expenditures, or \$7.3 million. We expect available fund balance will likely remain more than 30% of expenditures for the current and next fiscal years, which we view as a positive credit factor.

We expect budgetary flexibility will likely remain, what we consider, very strong during the next two fiscal years, supported by Sanger's good history of maintaining available reserves well above its formal minimum 25%-of-expenditures reserve policy. While reserves increased in fiscal 2020, we think management could use reserves in excess of its policy for one-time items once COVID-19 is over; there, however, are currently no definitive plans to draw on reserves materially.

#### **Very strong liquidity**

In our opinion, Sanger's liquidity is very strong, with total government available cash at 2.3x total governmental-fund expenditures and 22.9x governmental debt service in fiscal 2020. In our view, the city has strong access to external liquidity if necessary.

In our opinion, Sanger's access to the debt market during the past 20 years and issuance of mainly tax-backed bonds demonstrate its strong access to external liquidity. The city has historically had, what we consider, very strong cash. In addition, we do not imagine Sanger's cash will likely deteriorate during the next two fiscal years.

All investments comply with state guidelines. As of Sept. 30, 2020, investments, which we do not consider aggressive, were primarily in certificates of deposit and money-market accounts. Sanger privately placed the series 2007 certificates, which have only \$795,000 outstanding. We understand privately placed documents are standard and do not present liquidity risk. Due to this private placement's relatively small size and standard bond provisions, we do not consider the certificates a contingent-liability risk.

#### **Very weak debt-and-contingent-liability profile**

In our view, Sanger's debt-and-contingent-liability profile is very weak. Total governmental-fund debt service is 10% of total governmental-fund expenditures, and net direct debt is 200.9% of total governmental-fund revenue.

Following the series 2021A and 2021B issuances, the city will have about \$37.3 million in direct debt outstanding.

\$18.2 million of which is self-supported with utility revenue. Overall net debt is about 4.1% of market value. We understand officials do not currently plan to issue additional debt during the next two years.

**Pension and other-postemployment-benefit (OPEB) highlights**

- We do not view pension and OPEB liabilities as an immediate credit pressure for Sanger because we consider required contributions manageable compared with total governmental expenditures.
- If required material contributions were to increase unexpectedly during the next few fiscal years, we do not think this will likely have an effect on fiscal stability due to reserves, including utility funds, officials could use for contingencies, if needed.

As of Dec. 31, 2019, the latest measurement date, Sanger participates in the state-administered Texas Municipal Retirement System (TMRS), which was 90.5% funded, with a net pension liability equal to \$1 million.

Sanger's combined required pension and actual OPEB contribution totaled 4.1% of total governmental-fund expenditures in fiscal 2020. The city made its full annual required pension contribution in fiscal 2020.

Sanger's required pension contribution is its actuarially determined contribution, calculated at the state level based on an actuary study; the city has historically funded annual required costs in full. Actuarial assumptions include a 6.75% discount, which we view as somewhat aggressive, representing market risk and resulting in contribution volatility if TMRS fails to meet assumed investment targets. In addition, contributions are likely to grow due to level-payroll funding rather than level-dollar contributions, which would result in consistent payments.

Sanger also participates in the cost-sharing, multiple-employer, defined-benefit, group-term, TMRS-operated, life-insurance coverage known as the supplemental-death-benefits fund; the city could terminate this coverage and discontinue participation by adopting an ordinance before Nov. 1 of any year, effective the following Jan. 1. Retiree death benefits are an OPEB. Death benefits are a fixed \$7,500.

**Strong institutional framework**

The institutional framework score for Texas municipalities is strong.

**Related Research**

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Alternative Financing: Disclosure Is Critical To Credit Analysis In Public Finance, Feb. 18, 2014
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019
- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020
- 2020 Update Of Institutional Framework For U.S. Local Governments

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*Summary: Sanger, Texas; General Obligation*

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APRIL 5, 2021 8

# CITY OF SANGER MONTHLY REPORT FOR SEPTEMBER 2021

# SANGER

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★ TEXAS

## MONTHLY REPORT

SEPTEMBER 2021

To keep the citizens of Sanger informed on the City's progress and performance, we publish this monthly report. The report from September 2021 is included here to supplement the performance indicators included in this document.





ECONOMIC DEVELOPMENT

SANGER  
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Monthly Report – September 2021

## Economic Development

### About your Sanger EDC:

The City of Sanger has established both a Type A and Type B economic development board to stimulate economic growth. These boards utilize sales tax revenues to stimulate the creation of new primary jobs in the community and to address quality of life issues. Sanger is pro-business and aggressively seeks new and expanded businesses that offer quality jobs for the community.

### Staff Updates:

The Sanger Area Chamber of Commerce Business Over Breakfast networking event was held on Wednesday, September 8. This event is a great opportunity to make valuable connections.

The 4A Board, 4B Board, City Council and Planning & Zoning had a joint Incentive Training Workshop and Comprehensive Plan update on September 8<sup>th</sup>. The Incentive Workshop was facilitated by Greg Last, a consultant with EDP Best Practices, LLC., and the Comprehensive Plan update was facilitated by Rick Lensner, a consultant with Norris Design and Jason Claunch, consultant with Catalyst Commercial, Inc.

The City held its third public involvement meeting on September 21st to update the City of Sanger Comprehensive Plan. For updates, visit the Sanger Comprehensive Plan website at: [www.sanger2040plan.com](http://www.sanger2040plan.com).

Staff attended the North Texas Commercial Association of Realtors (NTCAR) convention in Dallas, TX. This half-day commercial real estate event is an opportunity for commercial real estate professionals to learn about development opportunities in cities.

## DID YOU KNOW...

When you invest money in your local economy, you're not just helping local business owners – you're helping yourself. You're making your town a better place to live in, with a rich character, a thriving economy, and a tight knit community. The more local businesses prosper, the more new ones will open – making it easier to continue shopping locally in the future. Shop local and support our local businesses in SANGER!



Coming in October 2021... Bolivar St. Revival & Spirits

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Monthly Report – September 2021

**Building Permits**

Residential	New	Alteration	Total
# Permits	4	2	9
# Inspections	231	7	422
Fees	\$35,786.60	\$504.33	\$36,290.93

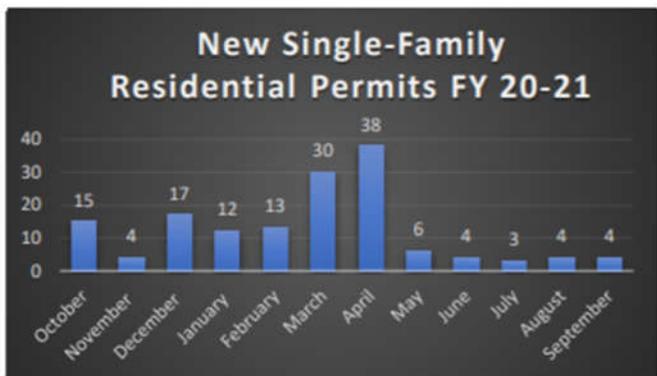
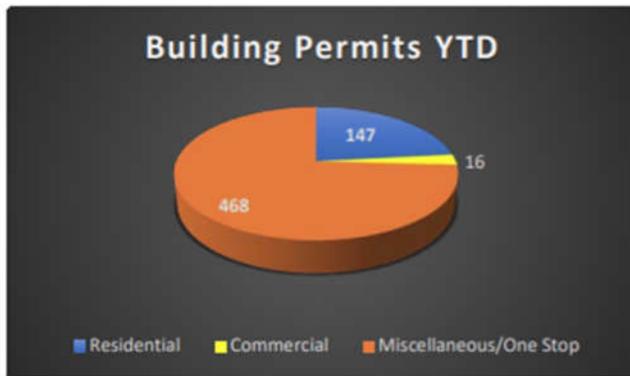
Commercial	New	Alteration	Total
# Permits	0	2	2
# Inspections	21	4	25
Fees	\$0	\$1,038.65	\$1,038.65

Miscellaneous /One Stop	
# Permits	62
# Inspections	71
Fees	\$6,706.25

***DID YOU KNOW...***

Did you know that roofing requires a permit if you are replacing any part of the decking. In order to protect yourself, when hiring a roofing contractor even for shingle replacement make sure they are insured.

For further questions please contact our department at 940-458-2059.





DEVELOPMENT SERVICES

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Monthly Report – September 2021

### Planning & Zoning

#### Case #21SANZON-0017

Conduct a public hearing and consider a Replat of Block A Lot 1, Lot 2, Lot 3, Lot 4 of the Marion Point Acres, within the City of Sanger's Extraterritorial Jurisdiction, being approximately 26.444 acres, reclaiming unused right-of-way and increasing acreage to 27.36.

City Council  
DENIED



## ***DID YOU KNOW...***

Check out the Development Services GIS Interactive Map for zoning and land use information at: <https://sangertexas.maps.arcgis.com/home/index.html>

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POLICE & ANIMAL CONTROL

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## Monthly Report – September 2021

### Police & Animal Control

#### September 2021 Monthly Report

During the month of September 2021, Officers of the Sanger Police Department responded to a total of 634 calls for service having an average response time of eight minutes per call. The department issued a total of 83 citations and 89 warnings.

The Texas Department of Public Safety Uniform Crime Reporting tracks seven classifications of offenses. You will find below a list of those classifications as well as any of those classifications the Department responded to:

- Criminal Homicide 0
- Forcible Rape 1
- Robbery 0
- Assault 5
- Burglary 1
- Larceny/Theft 7
- Motor Vehicle Theft 0
- Officer Assault 4

This law requires drivers to move over a lane or slow to 20 miles per hour below the posted speed limit when approaching emergency vehicles, law enforcement, tow trucks, utility service vehicles, TxDOT vehicles or other highway construction or maintenance vehicles using visual signals or flashing lights activated on the roadside. On roadways with posted speed limits of 25 miles per hour or less, drivers must reduce their speed to 5 miles per hour (Texas Transportation Code 545.157).

Drivers who fail to give emergency and work crews space to safely do their jobs can receive a ticket with a fine of up to \$200. If there is a crash that causes injury to a worker, drivers can be fined up to \$2,000.

## DID YOU KNOW...

### Move Over or Slow Down



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FIRE DEPARTMENT

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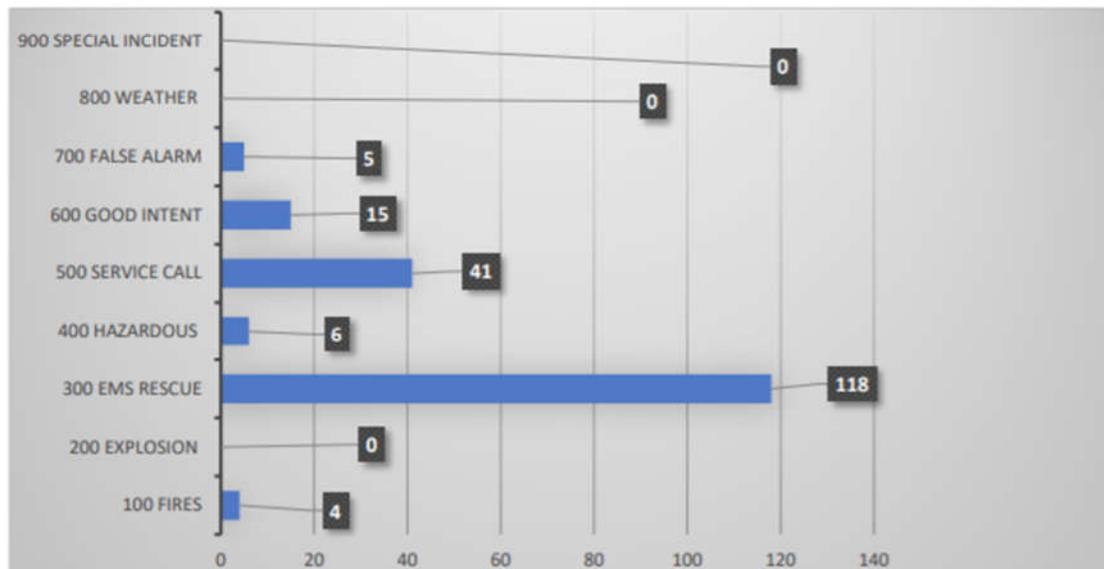
## Monthly Report – September 2021

### Fire

#### Emergency Responses for September 2021

The Sanger Fire Department responded to 189 emergency incidents during the month of September. The top four busiest incident types:

- 118 Emergency Medical Incident
- 41 Service calls
- 15 Good Intent
- Six Hazardous Condition
- The busiest time of the day was at 10:00 – 10:59 for the month of September.
- The busiest day of the week for EMS transports was Sunday and Wednesday with 17 transports during the month.
- Emergency Medical calls accounted for 60.86 % of the total call volume.



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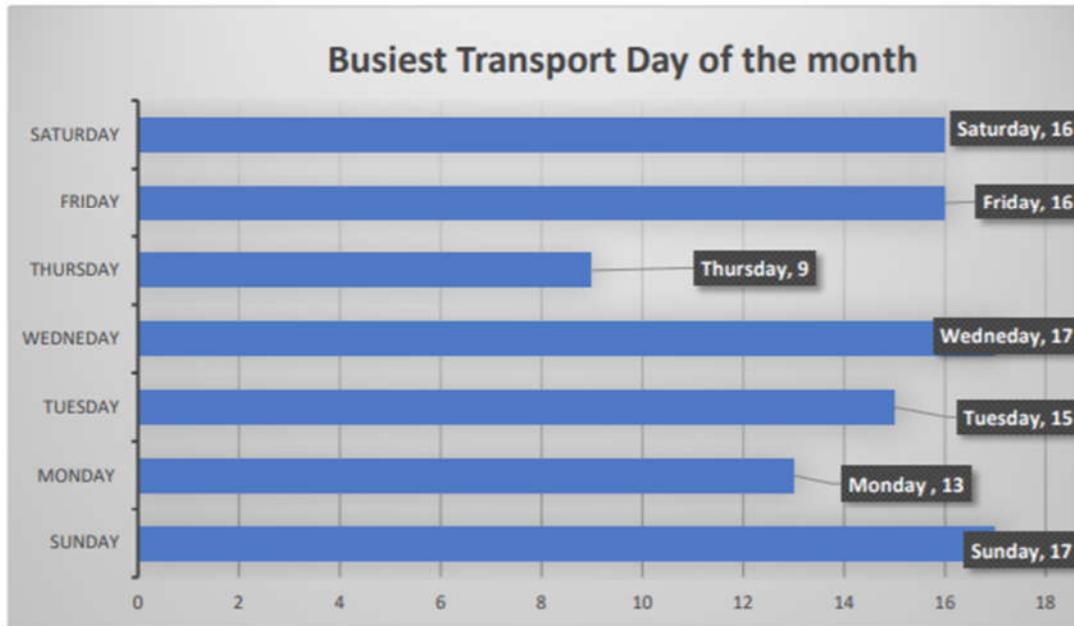
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FIRE DEPARTMENT

SANGER TEXAS

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FIRE DEPARTMENT

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Monthly Report – September 2021

#### MOBILE APPS WITH LOCAL ALERT FUNCTIONS

**FEMA APP:** Stay updated with severe weather alerts from the National Weather Service for up to five locations across the U.S.; learn how to stay safe before, during, and after over 20 types of hazards; save a custom list of the items in your family’s emergency kit; and locate and receive driving directions to open shelters and disaster recovery centers. You can also submit disaster-related photos to a public map using the Disaster Reporter feature. The FEMA App is also available in Spanish. Download the app to your mobile device or smartphone free on iTunes or Google Play. Learn more at [www.fema.gov/mobile-app](http://www.fema.gov/mobile-app).

**AMERICAN RED CROSS APP:** The Red Cross Emergency app combines more than 35 different types of severe weather and emergency alerts. You can choose the alerts that are important to your location or the location of loved ones. The “Family Safe” feature allows you to notify loved ones that an alert has been issued in their area and check to see if they are safe. The app also offers information on what to do before, during, and after severe weather hits and how to find open Red Cross Shelters. All content is also available in Spanish. You can download the app to your mobile device or smartphone free on iTunes (Apple-iOS 6.0 or later) and Google Play (Android). Learn more at [www.redcross.org/prepare/mobile-apps](http://www.redcross.org/prepare/mobile-apps).

**THE WEATHER CHANNEL APP:** Tracks weather and provides local forecasts and push alerts of severe weather to your mobile device. Download the app to your mobile device or smartphone free on iTunes (Apple-iOS 6.0 or later), Google Play (Android), App World (BlackBerry), and Windows Phone at [www.weather.com/apps](http://www.weather.com/apps).

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MUNICIPAL COURT

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## Monthly Report – September 2021

### Municipal Court

#### Case Activity:

For the month of September, 2021, the Municipal Court filed 95 citations.

- There were 11 requests for a deferred disposition.
- There were three requests for a driver safety course.
- There were eight cases successfully closed by a deferred disposition and four cases successfully closed by a driver safety course.
- The court closed 35 cases by payment in full or time served.
- The total fines, court costs and other fees collected were \$12,291.60 with \$4,444.96 of that being remitted to the State.

### ***DID YOU KNOW...***

Municipal Courts are often a base level in the state court systems. They are typically courts of limited jurisdiction, with authority over matters such as misdemeanor crimes or petty offenses committed in their city. The rules governing the functioning of municipal courts are prescribed by state statutes.

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FINANCE

SANGER  
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## Monthly Report – September 2021

### Finance

#### Overview

The Finance Department is responsible for all financial, accounting and utility billing operations of the City. The department is charged with managing the City's resources through budgeting, purchasing, and reporting. Operations of the department include billing and collecting for all utilities, handling all accounts receivable and payable, preparing payroll for all City employees, paying all City obligations, and preparing the annual budget document.

During the month of September 2021, Finance Department staff worked with the external auditors on interim work, prepared for the annual audit in November, and worked on year-end closing procedures.

Presented a proposed tax rate for City Council and facilitated end-of-year budget review meetings with the City Manager and department heads. In addition, the department performed all of the following normal departmental functions for the city:

- Accounts Payable
- Financial Reporting
- Payroll
- Purchase Orders
- Utility Customer Service

### ***DID YOU KNOW...***

The easiest way to pay your utility bill is through automated bank draft. With this free service, you can free yourself from worry about sending in payments on your account.

Click here to get started: <https://bit.ly/3oxA9Ck>

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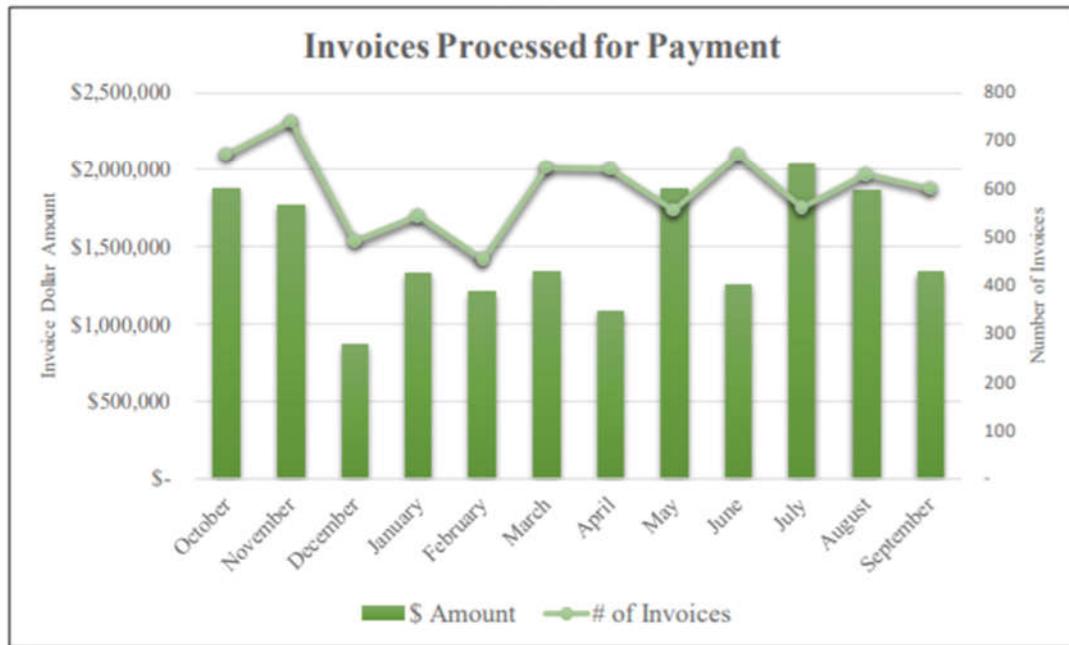
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Accounts Payable Function

The purpose of the Accounts Payable function is to provide payment processing services for City departments to ensure timely vendor payments for goods and services.

Invoices Processed		
Year	Number	Amount
2020-2021 YTD	7,211	\$ 17,822,882
2019-2020 YTD	6,560	20,025,263
2018-2019 YTD	6,672	20,189,174



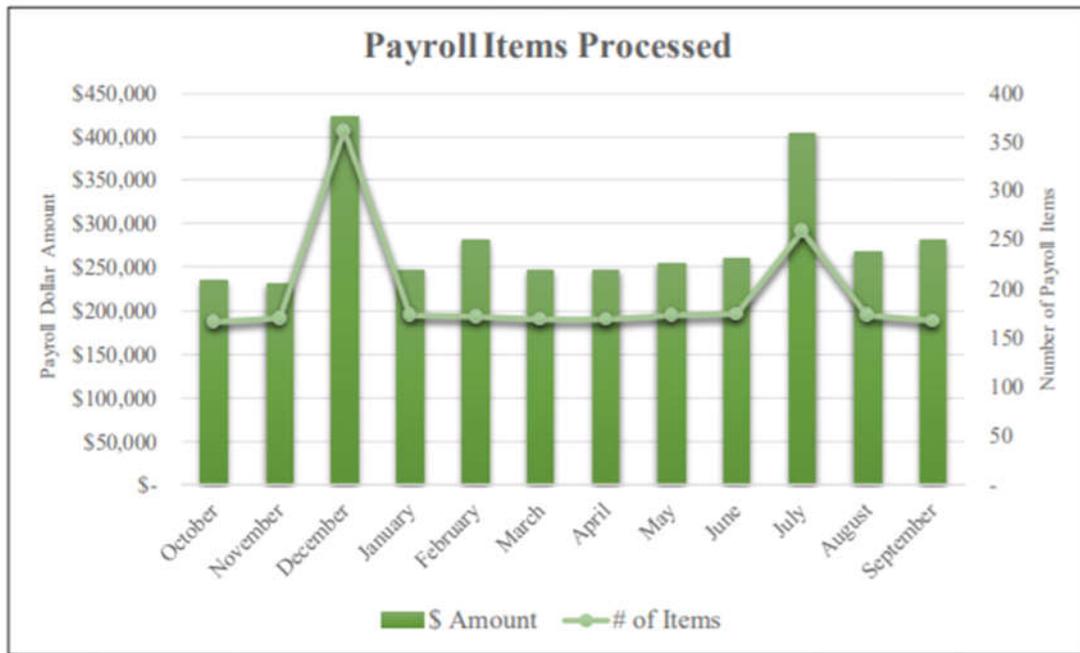


Monthly Report – September 2021

**Payroll Function**

The purpose of the Payroll function is to provide timely payroll services for City departments to ensure that employees are paid timely and accurately.

Payments to Employees		
Year	Number	Amount
2020-2021 YTD	2,328	\$ 3,378,891
2019-2020 YTD	2,342	3,221,366
2018-2019 YTD	2,400	3,118,675



**NOTE:** The months of December 2020 and July 2021 each included three biweekly payrolls.



**Purchase Order Function**

The purpose of the Purchase Order function is to provide purchasing management and support to departments and suppliers so that the City has the resources available to accomplish its mission in a timely and efficient manner.

Purchase Orders Issued		
Year	Number	Amount
2020-2021 YTD	201	\$ 3,459,354
2019-2020 YTD	197	6,225,121
2018-2019 YTD	277	3,375,961





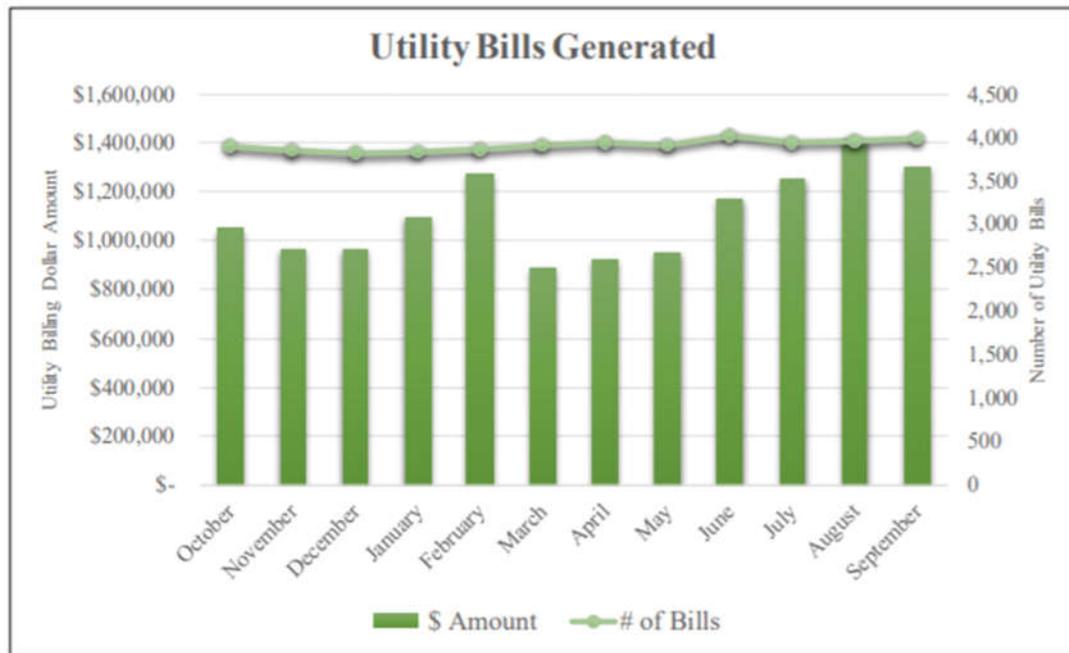
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**Utility Customer Service Function**

The purpose of the Utility Customer Service function is to provide billing and revenue collection services for all City of Sanger utilities and to provide excellent customer service and information to all City of Sanger utility customers.

**Billing Activity**

Utility Bills Generated		
Year	Number	Amount
2020-2021 YTD	46,807	\$ 13,232,590
2019-2020 YTD	45,385	\$ 12,948,464
2018-2019 YTD	43,086	\$ 12,903,975



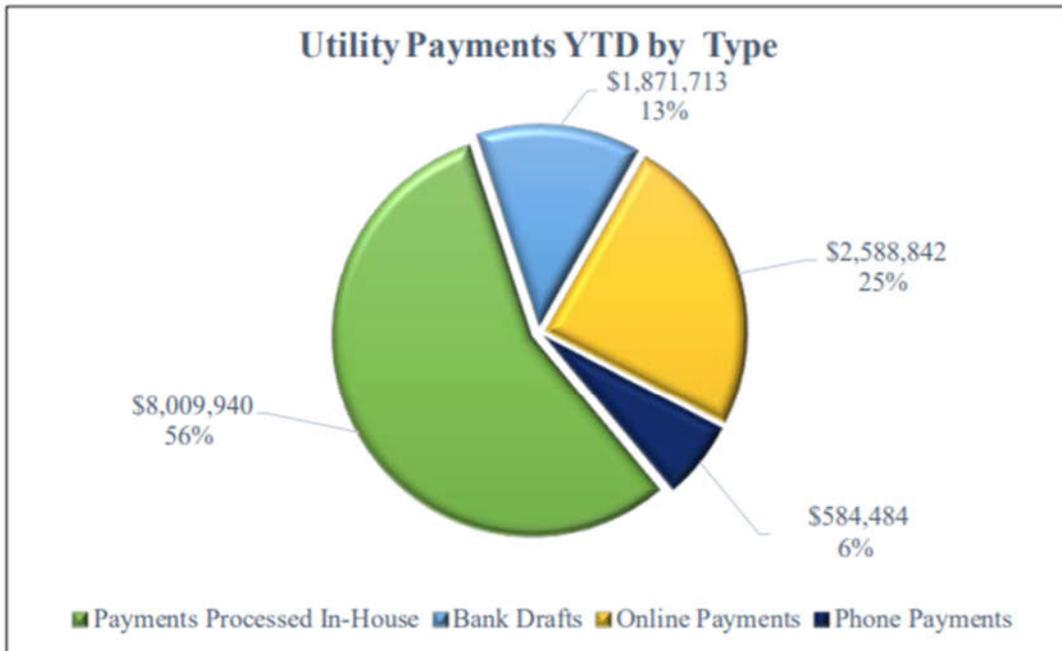


Utility Customer Service Function

The purpose of the Utility Customer Service function is to provide billing and revenue collection services for all City of Sanger utilities and to provide excellent customer service and information to all City of Sanger utility customers.

Payment Processing Activity

Utility Payments Processed		
Year	Number	Amount
2020-2021 YTD	45,137	\$ 13,054,979
2019-2020 YTD	42,942	\$ 12,858,831
2018-2019 YTD	42,185	\$ 12,939,452





FINANCE

SANGER  
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Monthly Report – September 2021

**Financial Reporting Function**

The purpose of the Financial Reporting function is to provide internal controls and financial information to City Council and City departments so that they may manage operations and meet financial reporting needs.

Financial Reports Prepared		
Type	City Council Reports	Departmental Budget Reports
2020-2021 YTD	12	26
2019-2020 YTD	12	26
2018-2019 YTD	12	26

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ELECTRIC

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## Electric

### General Summary:

With the widening of FM 455 and I-35 the Electric Department continues to perform daily inspections of Primoris Construction.

### Daily Operations:

- Clean / stock trucks
- Disconnects / reconnects
- Inventory count

### Construction:

- Installed secondary services in Willowood Subdivision.
- Installed three Phase Transformer at Wagon Master for the fire suppression system.
- Marked and tagged transformers at Wagon Master RV Park.
- Set new primary pole and transformer on Smith St. for temporary services.

### Service Truck/After Hours Combined:

- Reinstates – 16
- Cutoffs – 11
- Connects – 21
- Disconnects – 18
- Occupant change – 43
- Rereads – 12
- Meter Changeouts – 1
- New Meters – 1
- Temp Power – 6
- T-Pole – 1
- Temp to Perm – 1
- Solar – 4
- Tampering – 1
- Line Locates – 188

## ***DID YOU KNOW...***

Benjamin Franklin didn't discover electricity, but he did prove that lightning is a form of electrical energy.

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ENGINEERING

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Monthly Report – September 2021

## Engineering

### Engineering Department Responsibilities

- Engineering Administration
- Engineering review and coordination of Residential, Commercial & Capital Improvement Construction Projects from design through the construction completion: Plat review, Construction Plan review, Building permit reviews, Construction Management Coordination, Inspections
- Management of Water, Wastewater, Drainage & Paving Capital Improvement Projects
- Stormwater Pollution Prevention Management & Inspection
- Coordinate utility relocation, easement and ROW acquisitions
- Floodplain Management
- Coordination of TXDOT Projects
- Traffic/Transportation Engineering
- Identify infrastructure improvements necessary to accommodate projected growth and development.
- Respond to public inquiries, investigate and resolve complaints, or refer to appropriate individual or department for resolution.
- Street Cut/Bore (Right-of-way), TXDOT & Environmental Permitting
- Review and update as needed the Subdivision Ordinance and other related standards.

### Capital Improvement Projects

- Water & Wastewater Master Plan – Under design
- Railroad Avenue Lift Station and Wastewater Pipeline Improvements – Partial easement acquisition in discussions
- Wastewater Treatment Plant: O&M Manual and Control computer program remaining for completion.
- WWTP Intake Screen Replacement: Bar Screen ordered from manufacturer

### Development

#### Construction

- Sanger Circle Phase 6: 250 Lot Single Family & Townhome Residential Development  
No Activity, Outstanding Paving and Franchise utilities remaining. Planning to complete Phase 6A Townhome portion first. Then, Phase 6B as soon as possible after.
- Sanger Meadow Addn. Phase 3: ETJ 119 Single Family Residential Lot development  
Street construction underway.
- Sportsman 2 – Fuel Station: Site work and building foundation construction underway
- Sable Creek Phase 4: 50 Lot Single Family Residential lot development – Wet Utility construction underway.

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- Sable Creek Phase 5: 26 Lot Single Family Residential lot development – Wet Utility construction underway.
- Ranger Branch Channel Improvements – Grading substantially complete. Possible sewer utility adjustment, retaining walls, and existing utility adjustment remaining.
- Lake County Estates: 78 Single Family Residential Lot Development – developer evaluating fire water supply requirements
- Country Rd Estates – 56 Residential and 1 Commercial Lot Development – Plans approved
- Sonic – Site & Utility work underway, TXDOT permit in review

Review

- Building Permits – Engineering Review
- Blue Star – 12 Lot Industrial Development

**TXDOT**

TXDOT I-35 Project

- Design underway by Stantec – 30% plans received 10/28/2020. To be reviewed  
Aesthetic to be reviewed
- Utility Coordination with TXDOT under review

FM 455 Highway Project

- Project let date 07/2022
- Utility Clear Date 4/2022
- TXDOT ~ 95% Check Set received for review

FM 455 Utility Relocation Project

- Project awarded and construction started. Materials ordered.

TXDOT IH 35 Utility Relocation Project

- Staff determining utility relocations needed.
- Design and easement acquisition consultants to be selected and contracts prepared for utility relocations.
- Project let date 07/2022
- Utility Clear Date 4/2022



ENGINEERING

SANGER  
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Monthly Report – September 2021

## ***DID YOU KNOW...***

### **Development Impacts on Water Resources**

When reviewing development, there are a number of water features a municipality needs to evaluate during development reviews.

The municipality needs to evaluate what watercourses may be considered “Waters of the United States” and under the jurisdiction of the U.S. Army Corps. Of Engineers. There are federally regulated water bodies and wetlands. The FEMA as well as fully developed watershed flood elevations needs to be evaluated. On-site drainage detention may be required.

Additional permitting requirements may be needed and limitations on development based on impacts on these water resources.

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STREETS

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Monthly Report – September 2021

## Streets

### Asphalt:

- Haul off asphalt from Melinda Myrl project.
- Clean and preform maintenance on asphalt tar machine.

### Concrete:

- Milled, graveled, and rolled Jackilu Street and 3<sup>rd</sup> Street.
- Curb setup for Melinda Myrl project.

### Miscellaneous:

- Cleaned and maintained Street Department yard.
- Pick up limbs from side of road at Duck Creek Road.

### Potholes:

- Repair potholes – S. 3<sup>rd</sup> Street
- Repair potholes – Katheryn Street
- Repair potholes – Belz Road

### Road Hazards:

- Cleared low hanging tree limbs on Duck Creek Road.
- Cleared low limbs and high grass at Jones Street and E. Willow Street.
- Ditch clean out – 7<sup>th</sup> Street/Bolivar Street
- Clear up loose gravel – S. 3<sup>rd</sup> Street

### Sidewalk Repairs:

- Topsoil and seeded near sidewalk – Bridle Path Lane

### Road Signs:

- Replace speed limit signs – Freese Drive
- Replace stop signs – Morning Glory Drive/Magnolia Drive
- Place and picked up barricades downtown for Music in the Park
- Placed and picked up barricades downtown for Car Show.

### Department Staff:

Street Superintendent – John Henderson

Utility II – Felipe Ibarra

Utility I – Open

Utility I – Open

## *DID YOU KNOW...*

Fall sunrises and sunsets can be very intense. Keep a pair of sunglasses in your vehicle. The bright sun often creates a large amount of glare, making it difficult to see other vehicles, the roadway or the road's shoulder. Wearing sunglasses during these times reduces the danger.

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WATER

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## Monthly Report – September 2021

### Water

#### The Water Department completed the following tasks:

- Make repairs to 14 water service lines.
- Installed a sewer cleanout in the easement at 720 Dove Ridge. Patterson Water group has a purchase order to make repairs to the sewer line at the same address.
- The Water Department team installed a new pressure hose on the Vacuum trailer.
- The Water Department team attended training for the new iPad service call system.
- Cleaned seven sewer service lines.
- Installed eight new water meters.
- Visually read 956 water meters that were not read by the mobile collector.
- Completed 238 water and sewer service orders.
- There are 3,204 active water connections and 3,184 active sewer connections during the month August.
- The Water Department performed 205 line locates.

### ***DID YOU KNOW...***

Landscape irrigation accounts for 22% of water consumption on commercial properties, and up to 40% on multifamily properties.

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PARKS AND RECREATION

SANGER  
★ TEXAS

## Monthly Report – September 2021

### Parks and Recreation

#### Operations:

Over 355 acres were mowed in the month of September. We also had 70 brush orders called in during the month of September alone with the majority of those being chipped by the end of the month. The Parks Department also continues mowing and weeding on a regular cycle as well as putting out fertilizer and pre-emergent. For a reminder the brush ordinance is below and orders can be submitted via Accela (available in the app store for both Apple and Androids), by calling 940-458-2069 or by emailing [parksandrecreation@sangertexas.org](mailto:parksandrecreation@sangertexas.org).

As the Fiscal Year came to a close the Parks Department revamped some of our existing irrigation lines at the Community Center as well as reworked the flower pots downtown with fall flowers and colors.

#### Facilities:

Reservations fill up quickly and are on a first come first serve basis. You can find our facility rental calendar as well as the reservation forms for the Community Center, Church, and all pavilions on our website at [www.sangertexas.org](http://www.sangertexas.org) under the Parks and Recreation tab. There were four pavilion rentals, 11 rentals for the Community Center, and the church was used 9 times during the month of September. Our baseball and softball fields are now under contract with the associations for fall ball. Facilities include our Community Center and Historical Presbyterian Church as well as park pavilions.

#### Recreation:

The Recreation Department was very busy month during the month of September not only planning for fall and winter events but hosting two fun outings for kids and adults!

First was our Kids Fishing Derby that was rescheduled from May to September 4, 2021 due to rain. We had a great turnout and many fish were caught and released over the course of the morning. The biggest fish came in at over four pounds!



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PARKS AND RECREATION

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## Monthly Report – September 2021

The month of September also saw our first of three Sanger Sounds. The City of Sanger Parks and Recreation Department along with the Sanger Area Chamber of Commerce and Evia Music are holding three live music events at our downtown park and the first concert was a huge success! Music was played from all genres of music and there was a lot of singing along and dancing. We are all already looking forward to our next Sanger Sounds in October and November!



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PARKS AND RECREATION

SANGER  
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### Monthly Report – September 2021

The next month, October, is bringing three GREAT events to the City of Sanger in our bi-annual Trash Off, our annual showing of Hocus Pocus, and the second of the Sanger Sounds Series.

**23RD OCTOBER**  
**HOCUS POCUS**  
 @ PORTER PARK

9PM

Bring your chairs and blankets and come out and watch Hocus Pocus under the stars!

**TRASH OFF 2021**  
**October 9, 2021**

8am - 12noon  
 Keep Sanger Beautiful and Parks Board Annual City Clean Up & Trash Dump!

- +REFRIGERATORS (w/compressors removed)
- +BATTERIES
- +ELECTRONICS
- +METAL
- +JUNK & TRASH

\*Items not accepted: Prescription Drugs, Tires, Paint, Hazardous Materials & Liquids

For more information:  
 (940)458-2059 or  
 jshumate@sangertexas.org

Railroad  
 Baseball  
 Fields  
 600  
 Railroad  
 Ave.

Sanger Parks & Recreation PRESENTS

**Sanger Sounds Music in the Park**

MUSIC PERFORMANCES BY  
 Evie Music of Sanger, Texas

Come out for some LOCAL Artists and Bands playing Country, Rock, & Jazz. All genres for all tastes!

5-7PM  
 Food Truck

September 19      October 17      November 21

*Bring Chairs or Blankets!*

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PARKS AND RECREATION

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## Monthly Report – September 2021

Our Facebook page is still experiencing a steady growth up to 3,525 likes at the end of September with 3,704 followers. If you have not, please go and like our page at Sanger, TX Parks, and Recreation to follow all of the fun events coming up.

### Department Staff:

Public Works Director – Jim Bolz

Recreation & Event Coordinator – Jennifer Shumate

Crew Leader – Open

Maintenance Worker II – Dean Mason

Maintenance Worker I – Adrian Tostado

## ***DID YOU KNOW...***

The City of Sanger has an app that can be downloaded to report issues to the City. Issues include limbs/brush, tall grass/weeds, pot holes, and tons of other items.

The app is free to download on either iTunes or Google Play.

Sanger Solutions

Download Today!

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LIBRARY

SANGER  
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## Monthly Report – September 2021

### Library

#### Highlights:

- The community survey for the library's new Long Range Plan continued through September 10th. A link to the survey was posted on the website and Facebook, and paper copies were made available in the library. A total of 121 responses were received, with 71% showing support for a larger library. Providing more electronic services was also viewed as a high priority.
- In addition to preschool Storytime, a Music and Dance Party was offered for young children on September 13th, and an educational program on vultures was given by Master Naturalist Cathy Milliger on September 23rd.



Demonstrating the wingspan of a Turkey Vulture



- The library's Book Club took a different approach for the September meeting. Inspired by Wally Funk's historic trip to the edge of space at age 82, they read assorted books on the Mercury 13 women. Ten people participated in the September 21<sup>st</sup> discussion.
- Library staff added 104 books and DVDs to the collection in September, and ordered even more! Many were new children's and adult nonfiction books.

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LIBRARY

SANGER  
★ TEXAS

## Monthly Report – September 2021

- A special display was put together in honor of the 20<sup>th</sup> anniversary of 9-11, which included several new books on the subject and a series of posters from the 9/11 Memorial and Museum.



### Statistics at a Glance:

- 1,545 physical items were checked out.
- 272 digital items circulated.
- 47 new cardholders and a total of 3,937.
- 1,670 visits to the library.
- 37 reference questions answered.
- 36 computer-related questions answered.

### ***DID YOU KNOW...***

The monthly limit of checkouts per cardholder for the library's Hoopla service was increased to four items! Hoopla offers the largest collection of eBooks, downloadable audiobooks, music, and videos of all of the library's digital services.

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# 2021 TAX RATE CALCULATION WORKSHEET

## 2021 Tax Rate Calculation Worksheet

Date: 08/05/2021 11:29 AM

### Taxing Units Other Than School Districts or Water Districts

#### CITY OF SANGER

Taxing Unit Name

Taxing Unit's Address, City, State, ZIP Code

Texas Tax Code §26.04(c) requires the calculation of the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. Texas Tax Code § 26.04(e-5) requires this calculation form be included in the annual budget document.

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the No-New-Revenue (NNR) tax rate and Voter-Approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School Districts without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

#### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

No-New-Revenue Tax Rate Worksheet	Amount/Rate
<b>1. 2020 total taxable value.</b> Enter the amount of 2020 taxable value on the 2020 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$778,500,979
<b>2. 2020 tax ceilings.</b> Counties, cities and junior college districts. Enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$0
<b>3. Preliminary 2020 adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$778,500,979
<b>4. 2020 total adopted tax rate.</b>	\$0.679100/\$100
<b>5. 2020 taxable value lost because court appeals of ARB decisions reduced 2020 appraised value.</b> <b>A. Original 2020 ARB values:</b>	\$60,937,039

<b>B. 2020 values resulting from final court decisions:</b>	\$54,911,914
<b>C. 2020 value loss.</b> Subtract B from A. <sup>3</sup>	\$6,025,125
<b>6. 2020 taxable value subject to an appeal under Chapter 42, as of July 25.</b>	
<b>A. 2020 ARB certified value:</b>	\$921,000
<b>B. 2020 disputed value:</b>	\$184,200
<b>C. 2020 undisputed value.</b> Subtract B from A. <sup>4</sup>	\$736,800
<b>7. 2020 Chapter 42 related adjusted values</b> Add Line 5C and Line 6C.	\$6,761,925
<b>8. 2020 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$785,262,904
<b>9. 2020 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2020.</b> Enter the 2020 value of property in deannexed territory. <sup>5</sup>	\$0
<b>10. 2020 taxable value lost because property first qualified for an exemption in 2021.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2021 does not create a new exemption or reduce taxable value.	
<b>A. Absolute exemptions.</b> Use 2020 market value:	\$567,285
<b>B. Partial exemptions.</b> 2021 exemption amount or 2021 percentage exemption times 2020 value:	\$1,438,500
<b>C. Value loss.</b> Add A and B. <sup>5</sup>	\$2,005,785
<b>11. 2020 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2021.</b> Use only properties that qualified in 2021 for the first time; do not use properties that qualified in 2020.	
<b>A. 2020 market value:</b>	\$0
<b>B. 2021 productivity or special appraised value:</b>	\$0
<b>C. Value loss.</b> Subtract B from A. <sup>7</sup>	\$0
<b>12. Total adjustments for lost value.</b> Add lines 9, 10C and 11C.	\$2,005,785
<b>13. 2020 captured value of property in a TIF.</b> Enter the total value of 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2020 taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$0
<b>14. 2020 total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$783,257,119
<b>15. Adjusted 2020 total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$5,319,099
<b>16. Taxes refunded for years preceding tax year 2020.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2020. Types of refunds include court	\$4,322

decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020. <sup>8</sup>	
<b>17. Adjusted 2020 levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$5,323,421
<b>18. Total 2021 taxable value on the 2021 certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. <sup>11</sup>	
<b>A. Certified values:</b>	\$889,990,847
<b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office:	\$0
<b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	\$0
<b>D. Tax increment financing:</b> Deduct the 2021 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2021 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. <sup>12</sup>	\$0
<b>E. Total 2021 value.</b> Add A and B, then subtract C and D.	\$889,990,847
<b>19. Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup>	
<b>A. 2021 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. <sup>14</sup>	\$9,673,703
<b>B. 2021 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. <sup>15</sup>	\$0
<b>C. Total value under protest or not certified:</b> Add A and B.	\$9,673,703
<b>20. 2021 tax ceilings.</b> Counties, cities and junior colleges enter 2021 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	\$0
<b>21. 2021 total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup>	\$899,664,550
<b>22. Total 2021 taxable value of properties in territory annexed after Jan. 1, 2020.</b>	\$0

Include both real and personal property. Enter the 2021 value of property in territory annexed. <sup>18</sup>	
<b>23. Total 2021 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2020. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2020, and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2021. <sup>19</sup>	\$51,504,262
<b>24. Total adjustments to the 2021 taxable value.</b> Add Lines 22 and 23.	\$51,504,262
<b>25. Adjusted 2021 taxable value.</b> Subtract Line 24 from Line 21.	\$848,160,288
<b>26. 2021 NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup>	\$0.627643/\$100
<b>27. COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the 2021 county NNR tax rate. <sup>21</sup>	

<sup>1</sup>Tex. Tax Code Section 26.012(14)

<sup>2</sup>Tex. Tax Code Section 26.012(14)

<sup>3</sup>Tex. Tax Code Section 26.012(13)

<sup>4</sup>Tex. Tax Code Section 26.012(13)

<sup>5</sup>Tex. Tax Code Section 26.012(15)

<sup>6</sup>Tex. Tax Code Section 26.012(15)

<sup>7</sup>Tex. Tax Code Section 26.012(15)

<sup>8</sup>Tex. Tax Code Section 26.03(c)

<sup>9</sup>Tex. Tax Code Section 26.012(13)

<sup>10</sup>Tex. Tax Code Section 26.012(13)

<sup>11</sup>Tex. Tax Code Section 26.012,26.04(c-2)

<sup>12</sup>Tex. Tax Code Section 26.03(c)

<sup>13</sup>Tex. Tax Code Section 26.01(c) and (d)

<sup>14</sup>Tex. Tax Code Section 26.01(c)

<sup>15</sup>Tex. Tax Code Section 26.01(d)

<sup>16</sup>Tex. Tax Code Section 26.012(6)(b)

<sup>17</sup>Tex. Tax Code Section 26.012(6)

<sup>18</sup>Tex. Tax Code Section 26.012(17)

<sup>19</sup>Tex. Tax Code Section 26.012(17)

<sup>20</sup>Tex. Tax Code Section 26.04(c)

<sup>21</sup>Tex. Tax Code Section 26.04(d)

<sup>22</sup>Reserved for expansion

<sup>23</sup>Tex. Tax Code Section 26.044

<sup>24</sup>Tex. Tax Code Section 26.0441

## SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The Voter-Approval tax rate for a county is the sum of the Voter-Approval tax rates calculated for each type of tax the county levies. In most cases the Voter-Approval tax rate exceeds the No-New-Revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Voter-Approval Tax Rate Worksheet	Amount/Rate
<b>28. 2020 M&amp;O tax rate.</b> Enter the 2020 M&O tax rate.	\$0.605456/\$100
<b>29. 2020 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$785,262,904
<b>30. Total 2020 M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100.	\$4,754,421
<b>31. Adjusted 2020 levy for calculating NNR M&amp;O rate.</b>	
<b>A. M&amp;O taxes refunded for years preceding tax year 2020</b> Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020.	\$3,765
<b>B. 2020 taxes in TIF</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2021 captured appraised value in Line 18D, enter 0.	\$0
<b>C. 2020 transferred function.</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.	\$0
<b>D. 2020 M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.	\$3,765
<b>E. Add Line 30 to 31D.</b>	\$4,758,186
<b>32. Adjusted 2021 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$848,160,288
<b>33. 2021 NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$0.561000/\$100
<b>34. Rate adjustment for state criminal justice mandate.<sup>23</sup></b>	
<b>A. 2021 state criminal justice mandate:</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	\$0

<p><b>B. 2020 state criminal justice mandate:</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100.</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	<p>\$0</p> <p>\$0.000000/\$100</p> <p>\$0.000000/\$100</p>
<p><b>35. Rate adjustment for indigent health care expenditures.<sup>24</sup></b></p> <p><b>A. 2021 indigent health care expenditures:</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state assistance received for the same purpose.</p> <p><b>B. 2020 indigent health care expenditures:</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose.</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100.</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	<p>\$0</p> <p>\$0</p> <p>\$0.000000/\$100</p> <p>\$0.000000/\$100</p>
<p><b>36. Rate adjustment for county indigent defense compensation.<sup>25</sup></b></p> <p><b>A. 2021 indigent defense compensation expenditures:</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state grants received by the county for the same purpose.</p> <p><b>B. 2020 indigent defense compensation expenditures:</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose.</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100.</p> <p><b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100.</p> <p><b>E.</b> Enter the lessor of C and D. If not applicable, enter 0.</p>	<p>\$0</p> <p>\$0</p> <p>\$0.000000/\$100</p> <p>\$0.000000/\$100</p> <p>\$0.000000/\$100</p>
<p><b>37. Rate adjustment for county hospital expenditures.<sup>26</sup></b></p> <p><b>A. 2021 eligible county hospital expenditures:</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2020 and ending on June 30, 2021.</p> <p><b>B. 2020 eligible county hospital expenditures:</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020.</p>	<p>\$0</p> <p>\$0</p>

C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$0.000000/\$100
D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100.	\$0.000000/\$100
E. Enter the lessor of C and D, if applicable. If not applicable, enter 0.	\$0.000000/\$100
<b>38. Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code 26.0444 for more information.	\$0
<b>A. Amount appropriated for public safety in 2020.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year	\$0
<b>B. Expenditures for public safety in 2020.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year.	\$0.000000/\$100
C. Subtract B from A and divide by Line 32 and multiply by \$100.	
D. Enter the rate calculated in C. If not applicable, enter 0.	\$0.000000/\$100
<b>39. Adjusted 2021 NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$0.561000/\$100
<b>40. Adjustment for 2020 sales tax specifically to reduce property values.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2020 should complete this line. These entities will deduct the sales tax gain rate for 2021 in Section 3. Other taxing units, enter zero.	
<b>A.</b> Enter the amount of additional sales tax collected and spent on M&O expenses in 2020, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$0
<b>B.</b> Divide Line 40A by Line 32 and multiply by \$100.	\$0.000000
<b>C.</b> Add Line 40B to Line 39.	\$0.561000
<b>41. 2021 voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below. <b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - <b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$0.580635/\$100
<b>D41. Disaster Line 41 (D41): 2021 voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval	\$0.000000/\$100

<p>tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <ol style="list-style-type: none"> <li>1. the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or</li> <li>2. the third tax year after the tax year in which the disaster occurred.</li> </ol> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08.<sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	
<p><b>42. Total 2021 debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that:</p> <ol style="list-style-type: none"> <li>(1) are paid by property taxes,</li> <li>(2) are secured by property taxes,</li> <li>(3) are scheduled for payment over a period longer than one year and</li> <li>(4) are not classified in the taxing unit's budget as M&amp;O expenses</li> </ol> <p>A. <b>Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.<sup>28</sup> Enter debt amount.</p> <p>B. Subtract <b>unencumbered fund amount</b> used to reduce total debt.</p> <p>C. Subtract <b>certified amount spent from sales tax to reduce debt</b> (enter zero if none)</p> <p>D. Subtract <b>amount paid</b> from other resources.</p> <p>E. <b>Adjusted debt.</b> Subtract B, C, and D from A.</p>	<p>\$385,861</p> <p>\$10,000</p> <p>\$0</p> <p>\$212,500</p> <p>\$163,361</p>
<b>43. Certified 2020 excess debt collections.</b> Enter the amount certified by the collector. <sup>28</sup>	\$9,202
<b>44. Adjusted 2021 debt.</b> Subtract Line 43 from Line 42E.	\$154,159
<b>45. 2021 anticipated collection rate.</b>	
A. Enter the 2021 anticipated collection rate certified by the collector: <sup>29</sup>	
B. Enter the 2020 actual collection rate	100.00%
C. Enter the 2019 actual collection rate	97.90%
D. Enter the 2018 actual collection rate	99.86%
E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. <sup>31</sup>	101.99%
<b>46. 2021 debt adjusted for collections.</b> Divide Line 44 by Line 45E	100.00%
<b>47. 2021 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$899,664,550
<b>48. 2021 debt tax rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$0.017135/\$100

<b>49. 2021 voter-approval tax rate.</b> Add Lines 41 and 48.	\$0.597770/\$100
<b>D49. Disaster Line 49 (D49): 2021 voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$0.000000/\$100
<b>50. COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2021 county voter-approval tax rate.	

<sup>23</sup>Tex. Tax Code Section 26.044

<sup>24</sup>Tex. Tax Code Section 26.0441

<sup>25</sup>Tex. Tax Code Section 26.0442

<sup>26</sup>Tex. Tax Code Section 26.0443

<sup>27</sup>Tex. Tax Code Section 26.042(a)

<sup>28</sup>Tex. Tax Code Section 26.012(7)

<sup>29</sup>Tex. Tax Code Section 26.012(10) and 26.04(b)

<sup>30</sup>Tex. Tax Code Section 26.04(b)

<sup>31</sup>Tex. Tax Code Section 26.04(h),(h-1) and (h-2)

**SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes**

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Additional Sales and Use Tax Worksheet	Amount/Rate
<p><b>51. Taxable Sales.</b> For taxing units that adopted the sales tax in November 2020 or May 2021, enter the Comptroller's estimate of taxable sales for the previous four quarters.<sup>20</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2020, enter 0.</p>	\$0
<p><b>52. Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.<sup>33</sup></p> <p><b>Taxing units that adopted the sales tax in November 2020 or in May 2021.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95.<sup>34</sup></p> <p style="text-align: center;">- or -</p> <p><b>Taxing units that adopted the sales tax before November 2020.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.</p>	\$0
<p><b>53. 2021 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>.</p>	\$899,664,550
<p><b>54. Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.</p>	\$0.000000/\$100
<p><b>55. 2021 NNR tax rate, unadjusted for sales tax.</b><sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i>.</p>	\$0.627643/\$100
<p><b>56. 2021 NNR tax rate, adjusted for sales tax.</b></p> <p><b>Taxing units that adopted the sales tax in November 2020 or in May 2021.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2020.</p>	\$0.627643/\$100
<p><b>57. 2021 voter-approval tax rate, unadjusted for sales tax.</b><sup>36</sup> Enter the rate from Line 49, Line D49 (disaster), or Line 50 (counties), as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i>.</p>	\$0.597770/\$100
<p><b>58. 2021 voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.</p>	\$0.597770/\$100

<sup>31</sup>Reserved for expansion

<sup>34</sup>Tex. Tax Code Section 26.041(d)

<sup>32</sup>Tex. Tax Code Section 26.041(d)

<sup>35</sup>Tex. Tax Code Section 26.04(c)

<sup>33</sup>Tex. Tax Code Section 26.041(i)

<sup>36</sup>Tex. Tax Code Section 26.04(c)

**SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control**

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

<b>Voter-Approval Protection for Pollution Control Worksheet</b>	<b>Amount/Rate</b>
<b>59. Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	\$0
<b>60. 2021 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$899,664,550
<b>61. Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	\$0.000000/\$100
<b>62. 2021 voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$0.597770/\$100

<sup>37</sup>Tex. Tax Code Section 26.045(d)

<sup>38</sup>Tex. Tax Code Section 26.045(i)

**SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years.<sup>39</sup> In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

The difference between the adopted tax rate and voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020; and<sup>40</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);<sup>41</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.<sup>42</sup>

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.<sup>43</sup>

Unused Increment Rate Worksheet	Amount/Rate
<b>63. 2020 unused increment rate.</b> Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$0.000000
<b>64. 2019 unused increment rate.</b> Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero	\$0
<b>65. 2018 unused increment rate.</b> Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$0.000000
<b>66. 2021 unused increment rate.</b> Add Lines 63, 64 and 65.	\$0.000000/\$100
<b>67. 2021 voter-approval tax rate, adjusted for unused increment rate.</b> <sup>23</sup> Add Line 66 to one of the following lines (as applicable): Line 49, Line D49(disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	\$0.597770/\$100

<sup>39</sup>Tex. Tax Code Section 26.013(a)

<sup>40</sup>Tex. Tax Code Section 26.013(c)

<sup>41</sup>Tex. Tax Code Section 26.0501(a) and (c)

<sup>42</sup>Tex. Tax Code Section Local Gov't Code Section 120.007(d), effective Jan. 1, 2022

<sup>43</sup>Tex. Tax Code Section 26.063(a)(1)

**SECTION 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.<sup>44</sup>

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.<sup>45</sup>

<b>De Minimis Rate Worksheet</b>	<b>Amount/Rate</b>
<b>68. Adjusted 2021 NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$0.561000/\$100
<b>69. 2021 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$899,664,550
<b>70. Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 69 and multiply by \$100.	\$0.055576
<b>71. 2021 debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$0.017135/\$100
<b>72. De minimis rate.</b> <sup>23</sup> Add Lines 68, 70 and 71.	\$0.633711/\$100

<sup>44</sup>Tex. Tax Code Section 26.012(8-a)

<sup>45</sup>Tex. Tax Code Section 26.063(a)(1)

**SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate**

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>46</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year<sup>47</sup>.

**NOTE: This section will not apply to any taxing units in 2021.** It is added to implement Senate Bill 1438 (87th Regular Session) and does not apply to a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a declared disaster in 2020, as provided for in the recently repealed Tax Code Sections 26.04(c-1) and 26.041(c-1).

In future tax years, this section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.

In future tax years, this section will also apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

<b>Emergency Revenue Rate Worksheet</b>	<b>Amount/Rate</b>
<b>73. 2020 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	N/A
<p><b>74. Adjusted 2020 voter-approval tax rate.</b> Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line.</p> <p>If a disaster occurred in 2020 and the taxing unit calculated its 2020 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2020 worksheet due to a disaster, enter the 2020 voter-approval tax rate as calculated using a multiplier of 1.035 from Line 49.</p> <p><b>- or -</b></p> <p>If a disaster occurred prior to 2020 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2020, complete the separate <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2020 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster.<sup>48</sup> Enter the final adjusted 2020 voter-approval tax rate from the worksheet.</p> <p><b>- or -</b></p> <p>If the taxing unit adopted a tax rate above the 2020 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.</p>	N/A
<b>75. Increase in 2020 tax rate due to disaster.</b> Subtract Line 74 from Line 73.	N/A
<b>76. Adjusted 2020 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	N/A
<b>77. Emergency revenue.</b> Multiply Line 75 by Line 76 and divide by \$100.	N/A

<b>78. Adjusted 2021 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	N/A
<b>79. Emergency revenue rate.</b> Divide Line 77 by Line 78 and multiply by \$100. <sup>49</sup>	N/A
<b>80. 2021 voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49(disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	N/A

<sup>46</sup>Tex. Tax Code Section 26.042(b)

<sup>47</sup>Tex. Tax Code Section 26.042(f)

<sup>48</sup>Tex. Tax Code Section 26.042(c)

<sup>49</sup>Tex. Tax Code Section 26.042(b)

<sup>50</sup>Tex. Tax Code Section 26.04(c-2) and (d-2)

### SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

#### No-New-Revenue tax rate

As applicable, enter the 2021 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 \$0.627643/\$100  
(adjusted for sales tax).

Indicate the line number used: 26

#### Voter-Approval tax rate

As applicable, enter the 2021 voter-approval tax rate from: Line 49, Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue). \$0.597770/\$100

Indicate the line number used: 49

#### De minimis rate

If applicable, enter the de minimis rate from Line 72. \$0.633711/\$100

### SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in Tax Code.<sup>50</sup>

#### print here

Printed Name of Taxing Unit Representative

#### sign here

Taxing Unit Representative \_\_\_\_\_

Date \_\_\_\_\_

# GLOSSARY OF TERMS

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## **Accrual Basis of Accounting**

The basis of accounting whereby revenue projections are developed recognizing revenues expected to be earned in the period, and expenditure estimates are developed for all expenses anticipated to be incurred during the last fiscal year.

## **Ad Valorem**

Latin for “according to the value of.” Refers to the tax assessed against real (land and building) and personal (equipment and furniture) property.

## **Appropriation**

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in the amount and as to the time when it may be expended.

## **Assessed Valuation**

A valuation set upon real estate and certain personal property by the appraisal district as a basis for levying property taxes.

## **Assets**

Resources owned or held by a government which has monetary value.

## **Audit**

The annual formal examination of the City’s financial statement by an independent third-party accounting firm.

## **Balanced Budget**

A budget that is resources (revenues, fund balance) that equals, or is greater than, uses (expenditures/expenses, capital outlay).

## **Basis of Accounting**

The timing method used in the recognition of revenues and expenditures for financial reporting purposes.

## **Bond**

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

## **Budget**

A plan of financial operation embodying an estimate of proposed expenditures for any given period and the proposed means of financing them.

## **Capital Expenditures/ Outlays**

Expenditures which result in the acquisition of or addition of fixed assets.

## **Capital Projects Funds**

Funds created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

## **Cash Basis of Accounting**

The method of accounting under which revenues are recorded when received and expenditures are recorded when paid.

## **CIP**

Acronym for Capital Improvement Plan.

## **CCN**

A Certificate of Convenience and Necessity (CCN) gives a public utility the exclusive right to provide retail utility service to an identified geographic area, referred to as the certified service area.

## **DATCU**

Acronym for Denton Area Teachers Credit Union.

## **Debt Service**

Payment of interest and repayment of principle to holders of a government’s debt instruments.

## **Debt Service Fund**

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The Town has no debt; therefore, no debt service fund budget is presented.

## **DFW**

Acronym for The Dallas - Fort Worth area.

## **EMS**

Acronym for Emergency Medical Services.

**Encumbrances**

Commitments related to unperformed (executory) contracts for goods and services.

**Enterprise Fund**

A proprietary fund type used to report activity for which a fee is charged to external users for goods or services.

**ERCOT**

Acronym for Electric Reliability Council of Texas.

**Expenditures**

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

**FM**

Designation for Farm to Market road.

**Fiduciary Fund**

A fund type used to report assets held in a trustee or agency position for other entities.

**Fund**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**Fund Balance (Equity)**

The difference between fund assets and fund liabilities reported in the Town's governmental funds. For Budget presentation purposes, Fund Balance shall be defined as Unassigned Fund Balance for governmental funds and as Net Working Capital for proprietary funds.

**FY**

Acronym for Fiscal Year.

**GAAP**

Acronym for Generally Accepted Accounting Principles, which are a collection of rules and procedures that set the basis for the fair presentation of financial statements. The accounting and reporting policies of the Town conform to the GAAP applicable to state and local governments.

**GASB**

Acronym for Government Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

**General Fund**

General Operating Fund of the Town, accounting for the resources and expenditures related to the generally recognized governmental services provided.

**Governmental Funds**

Funds generally used to account for tax-supported activities. There are five (5) types of governmental funds; the general fund, special revenue funds, debt services funds, capital projects funds and permanent funds.

**HOT**

Acronym for Hotel Occupancy Tax.

**I&I**

Acronym for Inflow & Infiltration. Inflow happens when groundwater and stormwater seep into sanitary sewer systems through private and public defects within the collection system. Infiltration is when groundwater enters the sanitary sewer system through faulty pipes or manholes.

**I&S**

Acronym for Interest & Sinking.

**Infrastructure**

Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

**Internal Service Fund**

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis. The Town's Equipment Replacement, Technology Replacement and Building Maintenance & Investment Funds are internal service funds.

**MICU**

Acronym for Mobile Intensive Care Unit.

**M&O**

Acronym for Maintenance & Operations

**Major Fund**

A fund whose revenues, expenditures, assets or liabilities are greater than ten percent of corresponding totals and at least five percent of the aggregate amount for all governmental and enterprise funds.

**Modified Accrual**

A combination of cash basis and accrual basis. Revenues are recognized when they are (1) measurable and (2) available. Expenditures are fully accrued as they are measurable when they are incurred.

**No-New-Revenue (NRR) Tax Rate**

The no-new-revenue tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year, based on a tax rate that would produce the same amount of taxes if applied to the same properties taxed in both years.

**Ordinance**

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

**P&Z**

Acronym for Planning & Zoning.

**Proprietary Fund**

A fund type used to account for activities that involve business-like operations.

**R&M**

Acronym for Repairs & Maintenance.

**Revenues**

Increases in net financial resources. Revenues include the receipt of assets for goods sold or services provided in the current reporting period, intergovernmental grants, and interest income.

**SCBA**

Self-contained Breathing Apparatus

**Special Revenue Fund**

A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specific purposes. GAAP only require the use of special revenue funds when legally mandated. These include the Court Technology and Court Security Funds.

**SWOT**

Acronym for an analysis of the City's Strengths, Weaknesses, Opportunities and Threats.

**Tax Levy**

The total amount of taxes imposed by the Town of taxable property within in its boundaries.

**Tax Rate**

The dollar rate for taxes levied for each \$100 of assessed valuation.

**TBD**

Acronym for To Be Determined.

**TXDOT**

Acronym for Texas Department of Transportation.

**Transfer**

The movement of monies from one fund, activity, department, or account to another. This includes budgetary and/or movement of assets.

**Voter-Approval Tax Rate**

The voter-approval tax rate is a calculated maximum rate allowed by law without voter approval. The calculation splits the voter-approval tax rate into two separate components - a no-new-revenue maintenance and operations (M&O) rate and a debt service rate.

**WW**

Acronym for Waste Water.

**WWTP**

Abbreviation for Waste Water Treatment Plant.