



AGENDA

HALTOM CITY COUNCIL REGULAR MEETING

Council Chambers, City Hall, 4801 Haltom Road

Haltom City, Texas, 76117

Work Session – 6:00 P.M. Regular Session – 7:00 P.M.

Monday, March 10, 2025

CALL TO ORDER (General Comments) - 6:00 P.M.

EXECUTIVE SESSION

Section 551.071 – Consultation with Attorney - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, open meetings, open records, code of ethics and conflicts of interest, sign regulations, commemoration event, election campaigning, appointment process and rules of procedure for boards and commissions, and pending or contemplated litigation or a settlement offer for the following cases:

- Darrell Ford v. City of Haltom City
- Ponderosa Mobile Home Park

Section 551.072 –Real Property - Deliberation regarding the purchase, exchange, lease or value of real property, and property owned or leased by the City.

Section 551.087 –Economic Development – Regarding financial or other incentives to a business prospect.

RECONVENE TO OPEN SESSION

Review and discuss items on the Regular Agenda of March 10, 2025.

REGULAR SESSION - CALL TO ORDER - 7:00 PM

INVOCATION & PLEDGE OF ALLEGIANCE - Deputy Mayor Pro Tem Don Cooper

VISITOR / CITIZENS FORUM

This time is for any person to address the Council on any item that is posted on the agenda, except for items posted as public hearings which allow persons to speak when that agenda item is called. This is also the time for persons to speak to the Council about any matters that are not posted on the agenda. Please submit a completed Speaker's Request Form to the City Secretary and follow the instructions listed on the form. The Council cannot discuss, debate, or take formal action on any non-agenda issue brought forth, as it is not a posted agenda item in accordance with the open meetings law.

ANNOUNCEMENTS / EVENTS

Displayed on a Scrolling Banner during Executive Session.

PROCLAMATION(S)/RECOGNITION(S)/PRESENTATION(S)/EMPLOYEE SERVICE AWARD(S)

2. Certificate of Recognition - Lynetta "Netta" McCracken owner of Roller World Northeast

REPORTS

3. QUARTERLY FINANCIAL REPORT (QFR)

Review of QRF as of December 31, 2024. (H. Qaddoura)

4. QUARTERLY INVESTMENT REPORT (QIR)

Review of QIR as of December 31, 2024. (E. Loftis)

CONSENT AGENDA

5. MINUTES

Consideration and/or action regarding approval of the Minutes of the February 24, 2025 Regular Meeting and March 3, 2025 Special Meeting. (I. Rodriguez)

6. BUDGET CALENDAR

Consideration and/or action regarding approval of the Budget Calendar for fiscal year 2025-2026. (S. Johnson)

REGULAR AGENDA

ORDINANCE(S)/RESOLUTION(S)

OTHER BUSINESS

7. PROFESSIONAL SERVICES AGREEMENT

Consideration and/or action to allow staff to negotiate an engineering services agreement with Westwood Professional Services, Inc. for the Eastridge Drive (Broadway Avenue to NE 28th Street) Reconstruction Project. (G. Van Nieuwenhuize)

8. PROFESSIONAL SERVICES AGREEMENT

Consideration and/or action to allow staff to negotiate an engineering services agreement with Kimley-Horn and Associates, Inc. for the Midway Road (Belknap Street to City limits/Big Fossil Creek) Reconstruction Project. (G. Van Nieuwenhuize)

CITY STAFF REPORTS

FUTURE AGENDA ITEMS

9. Consideration and/or action to approve items to be placed on future agendas.

BOARDS / COMMISSIONS / COMMITTEES

10. RESIGNATION OF BOARDS/COMMISSIONS/COMMITTEES

Consider approval of a resignation of a Board/Commission/Committee Member(s).

11. APPOINTMENT(S)/REAPPOINTMENT(S) TO BOARDS/COMMISSIONS/COMMITTEES

Consider approval regarding appointments to Boards/Commissions/Committees.

EXCUSED ABSENCE OF COUNCIL MEMBERS

12. ATTENDANCE REQUIREMENTS

Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter.

EXECUTIVE SESSION

13. Take any action deemed necessary as a result of Executive Session.

ADJOURNMENT

CERTIFICATION

I, IMELDA RODRIGUEZ, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 7th DAY OF MARCH 2025, BY 5:00 PM, WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



IMELDA B. RODRIGUEZ, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON _____ DAY OF _____, 2025.

Name: _____ Title: _____

This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of the meeting. To make arrangements call 817-222-7754.

Date Posted: March 7, 2025

CITY COUNCIL MEMORANDUM

City Council Meeting:	Monday, March 10, 2025, 6:00 PM
Department:	Finance
Subject:	QUARTERLY FINANCIAL REPORT (QFR)

BACKGROUND

Attached is the quarterly financial reports for the months ending October 31, 2024, November 30, 2024, and December 31, 2024. This report is submitted to the City Council for review and comment. It provides top-level analysis of the City's financial condition and results of operations for the fiscal year to date. All year-ending numbers are unaudited.

FISCAL IMPACT

This is a management tool that can be used in evaluating future spending decisions.

RECOMMENDATION

Staff recommends review of the attached report.

ATTACHMENTS

Quarterly financial reports for the months ended October 31, 2024, November 30, 2024, and December 31, 2024.

Attachments

[FY25 1st QTR Financial Report.pdf](#)

[QFR FY 2025 1st Quarter.pdf](#)

FY 2025 1ST QTR Financial Report

March 10, 2025

Staff is pleased to provide the FY2025 1st Quarter financial reports. This report provides a comprehensive overview of the fiscal status of both our operating funds and capital projects funds.

Operating Funds:

In December 2024, the total year-to-date operating revenue for Haltom City was \$21.5 million, representing 25.3% of the total revenues budgeted for the year. This is a decrease of \$3.2 million compared to last year at the same time. The decrease in revenue can be attributed to timing in property tax collections. Most of the property tax revenue is received between the December and March period. As of December, the General Fund has received only 22.2% of its property tax revenue budgeted, compared to last year's 42% for last year. The revenue for interest income in the General Fund remained consistently high in this quarter, with a total of 41.6% of the annual budget, this could slow down with a fed rate decrease.

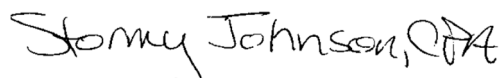
Although individual departments in a fund have exceeded the 25% quarterly benchmark due to one-time expenses like the annual renewal payments for software and insurance, the overall expenditures are averaging 18.2% across all operating funds. The General Fund has spent 23.4% of its budgeted expenses, 2.1% lower than the same period in FY 2024. Also noted, the expenditure on the Water and Sewer Fund is at 16%. This fund typically lags until the summer months when water consumption rises.

Capital Improvement Funds:

Due to the prolonged nature of CIP projects, revenues and expenditures are projected over multiple years but are adopted in one-year increments. In FY2025, only 8% of the budgeted expenses are expected to be covered by revenues received in the same year. The current year's revenue sources include the Streets Reconstruction .375% Sales and Use tax for Street Improvement Projects and monthly transfers from the Water and Sewer operating fund to cover the Water and Sewer Capital Projects. However, most of the revenue needed to cover this year's scheduled projects will come from unspent voter-approved bond sales to complete the Streets, Water, Sewer, Drainage and other projects.

The Finance Team prepared this monthly financial report and is available to answer any questions related to its content.

Sincerely,



Stormy Johnson, CPA, CGFO, CPM
Director of Finance

FY 2025 1st QTR Financial Report

Operating Funds - Summary (Unaudited)

Fund No.	Fund Title	2025 Revenue Budget	2025 YTD Revenues	2025 Expenditures Budget	2025 YTD Expenditures
1	General Fund	\$40,778,040	\$10,196,825	\$44,966,515	\$10,526,474
5	Debt Service Fund	6,986,380	1,761,890	7,903,999	9,565
12	Crime Control Fund	4,084,952	1,029,926	3,628,348	622,027
13	Oil and Gas Fund	135,000	14,285	-	-
14	Hotel Motel Tax Fund	84,000	50,246	126,675	3,097
15	Court Security Fund	33,000	9,229	16,000	4,000
16	Court Technology Fund	50,000	12,749	44,000	38,230
17	Juvenile Case Manager Fund	6,000	651	18,000	4,000
18	Red Light Camera Fund	-	307	-	-
19	Grant Fund	1,370,142	2,562	1,376,642	1,231
20	PEG Fund	51,000	13,026	5,000	40,025
21	Fire Donation Fund	4,200	1,483	8,198	366
22	Library Donation Fund	37,000	7,953	131,870	6,355
23	Police Forfeiture Fund	8,000	2,454	16,000	1,911
24	Park Donation Fund	27,300	9,150	33,500	2,528
25	Park Dedication Fund	4,000	89,206	90,000	50,889
26	Safe Pathways Fund	4,000	1,120	-	-
27	Animal Shelter Fund	7,300	596	5,000	205
28	Police Donation Fund	9,300	9,953	7,500	4,687
29	Police CART Fund	2,700	1,618	2,500	-
41	Water and Sewer Fund	28,125,800	7,664,123	31,419,021	5,039,586
45	Drainage Fund	2,072,500	621,179	2,170,424	468,474
61	Tirz 1 Fund	511,476	1,828	502,000	-
62	Tirz 2 Fund	467,193	5,597	12,000	-
Total		\$84,859,283	\$21,507,956	\$92,483,192	\$16,823,652

Highlight:

The Haltom City's financial performance for the 1st Quarter shows a positive trend, with total operating funds revenue reaching \$21.5 million, exceeding expenses by 28%. The General Fund collected revenues as expected at 25% of the annual budget. The Water and Sewer Fund has collected 27.2% of it's annual budgeted revenue.

The General Fund and the Water and Sewer Fund are the two primary sources of operating funds, the General Fund is majority supported by taxes, while the majority of the Water and Sewer Fund is supported by fees. The 1st quarter ended with \$4.68 more collected than spent as of December 2024.

FY 2025 1st QTR Financial Report

Operating Funds - Revenue Summary (Unaudited)

Fund No.	Fund Title	2024 YTD Actual	Budgeted Revenue % Earned	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	Budgeted Revenue % Earned
1	General Fund	\$12,034,844	31.5%	\$40,778,040	\$2,451,121	\$3,325,968	\$4,419,735	\$10,196,825	25.0%
5	Debt Service Fund	3,374,655	45.8%	6,986,380	101,151	527,151	1,133,587	1,761,890	25.2%
12	Crime Control Fund	946,568	30.2%	4,084,952	250,612	533,666	245,648	1,029,926	25.2%
13	Oil and Gas Fund	28,280	10.8%	135,000	3,042	4,203	7,040	14,285	10.6%
14	Hotel Motel Tax Fund	23,926	38.7%	84,000	13,972	17,691	18,583	50,246	59.8%
15	Court Security Fund	7,481	25.9%	33,000	3,495	3,056	2,678	9,229	28.0%
16	Court Technology Fund	11,492	22.8%	50,000	4,576	4,281	3,892	12,749	25.5%
17	Juvenile Case Manager Fund	993	5.0%	6,000	227	203	220	651	10.8%
18	Red Light Camera Fund	1,064	0.0%	-	112	88	106	307	0.0%
19	Grant Fund	33,032	16.7%	1,370,142	1,266	589	707	2,562	0.2%
20	PEG Fund	15,467	29.1%	51,000	2,066	8,978	1,982	13,026	25.5%
21	Fire Donation Fund	790	13.1%	4,200	241	235	1,007	1,483	35.3%
22	Library Donation Fund	8,365	29.0%	37,000	2,728	2,254	2,972	7,953	21.5%
23	Police Forfeiture Fund	784	4.8%	8,000	554	1,352	548	2,454	30.7%
24	Park Donation Fund	8,083	25.0%	27,300	8,360	374	416	9,150	33.5%
25	Park Dedication Fund	98,068	6129.3%	4,000	1,143	86,648	1,415	89,206	2230.2%
26	Safe Pathways Fund	965	48.3%	4,000	410	322	388	1,120	28.0%
27	Animal Shelter Fund	1,740	24.2%	7,300	218	172	206	596	8.2%
28	Police Donation Fund	1,474	9.5%	9,300	2,292	3,935	3,726	9,953	107.0%
29	Police CART Fund	81	80.7%	2,700	1,041	35	542	1,618	59.9%
41	Water and Sewer Fund	7,441,282	28.6%	28,125,800	2,627,434	2,574,542	2,462,147	7,664,123	27.2%
45	Drainage Fund	506,682	27.2%	2,072,500	204,359	202,710	214,110	621,179	30.0%
61	Tirz 1 Fund	105,455	0.0%	511,476	744	492	592	1,828	0.4%
62	Tirz 2 Fund	59,884	0.0%	467,193	2,088	1,593	1,916	5,597	1.2%
Total		\$24,711,457	31.7%	\$84,859,283	\$5,683,253	\$7,300,538	\$8,524,164	\$21,507,956	25.3%

Highlight:

In the first quarter of 2025, the General Fund, with a budget of \$40.78 million, generated about \$10.20 million, which represents 25.0% of its budget. The Water and Sewer Fund with a budget of \$28.13 million, reported revenues of \$7.66 million, or 27.2% of its budget. The Crime Control Fund, with a budget of about \$4.08 million, is on target for the year by generating \$1.03 million mostly through Sales Tax collection, equating to 25.2% of its allocation. Notably, the Debt Service Fund, with a budget of approximately \$6.99 million, achieved revenues of \$1.76 million, or 25.3% of its budget through property tax collection. Overall, the total budget for all funds is \$84.86 million. The first quarter revenues totaled \$21.51 million, resulting in an overall revenue generation rate of 25.3%. Although the revenue collected is 6.4% less compared to the last year, it is slightly over the 25% benchmark indicating a steady performance across various funds in the first quarter.

FY 2025 1st QTR Financial Report

Operating Funds - Expenditure Summary (Unaudited)

Fund No.	Fund Title	2024 YTD Actual	% of Budget Spent	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	% of Budget Spent
1	General Fund	\$11,256,887	25.5%	\$44,966,515	\$3,548,759	\$3,518,494	\$3,459,222	\$10,526,474	23.4%
5	Debt Service Fund	-	0.0%	7,903,999	-	-	9,565	9,565	0.1%
12	Crime Control Fund	565,977	25.5%	3,628,348	208,228	177,946	235,853	622,027	17.1%
13	Oil and Gas Fund	-	0.0%	-	-	-	-	-	0.0%
14	Hotel Motel Tax Fund	7,062	34.1%	126,675	2,000	378	720	3,097	2.4%
15	Court Security Fund	3,750	25.0%	16,000	1,333	1,333	1,333	4,000	25.0%
16	Court Technology Fund	34,447	85.1%	44,000	38,230	-	-	38,230	86.9%
17	Juvenile Case Manager Fund	6,000	22.6%	18,000	1,333	1,333	1,333	4,000	22.2%
18	Red Light Camera Fund	2,199	2.8%	-	-	-	-	-	0.0%
19	Grant Fund	11,416	5.8%	1,376,642	250	428	554	1,231	0.1%
20	PEG Fund	-	0.0%	5,000	-	-	40,025	40,025	800.5%
21	Fire Donation Fund	955	11.7%	8,198	27	340	-	366	4.5%
22	Library Donation Fund	24,747	49.5%	131,870	2,070	4,005	280	6,355	4.8%
23	Police Forfeiture Fund	3,108	19.4%	16,000	-	63	1,848	1,911	11.9%
24	Park Donation Fund	7,324	21.2%	33,500	2,683	450	(605)	2,528	7.5%
25	Park Dedication Fund	1,216	1.2%	90,000	-	889	50,000	50,889	56.5%
26	Safe Pathways Fund	-	0.0%	-	-	-	-	-	0.0%
27	Animal Shelter Fund	-	0.0%	5,000	-	205	-	205	4.1%
28	Police Donation Fund	-	0.0%	7,500	948	90	3,649	4,687	62.5%
29	Police CART Fund	-	0.0%	2,500	-	-	-	-	0.0%
41	Water and Sewer Fund	5,755,433	17.5%	31,419,021	1,203,941	1,602,287	2,233,358	5,039,586	16.0%
45	Drainage Fund	545,437	22.5%	2,170,424	255,024	110,440	103,010	468,474	21.6%
61	Tirz 1 Fund	-	0.0%	502,000	-	-	-	-	0.0%
62	Tirz 2 Fund	-	0.0%	12,000	-	-	-	-	0.0%
Total		\$18,225,959	19.9%	\$92,483,192	\$5,264,826	\$5,418,680	\$6,140,146	\$16,823,652	18.2%

Highlight:

Then fund with the largest budget is the General Fund, receiving \$10.53 million, which is 2.1% less compared to the same period of last fiscal year. The Water and Sewer Fund whose budget is \$31.42 million, reported first quarter expenditures of \$5.04 million which represents a 1.5% decrease compared to last fiscal year. The Crime Control Fund utilized 17.1% of the budget allocated totaling \$0.6 million, which is 8.4% decrease compared to last fiscal year. The Debt Service Fund, with a budget of \$7.90 million, spent only \$9,565, given that debt service payments are primarily due in the second and fourth quarters. The Court Techonolgy Fund has expended 86.9% of it's budget to covers annual software maintenance cost. The PEG Fund cost of \$40,025 are for one-time purchases of A/V equipment for the new City Hall. Overall, the total budget for all funds is \$92.48 million, with first quarter expenditures totaling \$16.82 million, or 18.2% of the budget, well below the 25% benchmark in the first quarter.

FY 2025 1st QTR Financial Report

Operating Funds - General Fund Revenues (Unaudited)

Description	2024 YTD Actual	Budgeted Revenue % Earned	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	Budgeted Revenue % Earned
Property Taxes	\$5,613,884	42.2%	\$15,501,169	\$182,308	\$1,030,149	\$2,222,806	\$3,435,263	22.2%
Sales & Other Taxes	3,741,308	27.4%	14,079,000	1,303,494	1,410,569	1,265,645	3,979,708	28.3%
Franchise Fees	656,618	19.4%	4,226,000	214,898	285,155	213,431	713,483	16.9%
Licenses/Permits/Fees	415,166	39.2%	1,056,520	63,407	40,013	167,328	270,748	25.6%
Charges for Service	412,080	22.3%	1,722,050	178,402	124,479	137,362	440,243	25.6%
Fees and Fines	207,373	22.7%	918,900	98,096	88,844	71,712	258,652	28.1%
Other Revenues								
Interest Income	465,845	77.6%	1,200,075	191,263	140,580	167,287	499,130	41.6%
Miscellaneous	145,577	43.8%	163,350	60,839	47,765	15,749	124,353	76.1%
Total General Fund Revenues	11,657,852	33.2%	38,867,064	2,292,707	3,167,554	4,261,320	9,721,581	25.0%
Transfers	376,992	12.1%	1,910,976	158,415	158,415	158,415	475,244	24.9%
Total General Fund Revenues and Transfers	12,034,844	31.5%	\$40,778,040	2,451,121	3,325,968	4,419,735	10,196,825	25.0%

Highlight:

In the first quarter of 2025, the General Fund's revenue sources displayed strong performance against its budget of \$15.50 million. Property Taxes generated \$3.43 million, representing 22.1% of its budget. Sales and Other Taxes contributed \$3.98 million, equating to 28.3% of its allocation. Overall, the General Fund's first quarter revenue totaled \$10.20 million, which is 25.0% of the total budget, indicating effective revenue generation in the period.

FY 2025 1st QTR Financial Report

Operating Funds - General Fund Expenditures (Unaudited)

Description	2024 YTD Actual	% of Budget Spent	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	% of Budget Spent
General Government	\$4,192,743	31.0%	\$13,022,231	\$1,236,401	\$737,288	\$1,054,957	\$3,028,646	23.3%
Administration	187,494	25.4%	868,926	55,303	85,798	56,024	197,126	22.7%
City Secretary	66,142	20.3%	330,054	25,176	39,655	36,118	100,950	30.6%
City Council	8,421	17.5%	44,600	3,964	11,911	1,602	17,478	39.2%
Finance	325,627	30.9%	1,096,645	88,067	52,894	191,680	332,641	30.3%
Human Resources	134,085	16.9%	859,014	26,369	38,736	54,883	119,987	14.0%
Planning	300,582	24.0%	1,326,802	93,570	129,867	95,671	319,108	24.1%
Information Technology	205,384	18.3%	1,173,762	65,997	95,097	62,059	223,153	19.0%
Fleet Services	321,360	23.3%	1,437,352	102,103	86,699	74,887	263,689	18.3%
Building Maintenance	101,472	7.2%	807,887	33,535	44,264	55,618	133,417	16.5%
Animal Services	91,794	18.4%	497,150	27,283	36,748	29,323	93,355	18.8%
Economic Development	1,514,914	68.0%	1,129,895	0	10,387	200,096	210,482	18.6%
Nondepartment	935,468	34.7%	3,450,144	715,033	105,231	196,996	1,017,261	29.5%
Public Safety	5,591,965	23.8%	25,167,840	1,891,628	2,275,362	1,970,544	6,137,534	24.4%
Police	3,061,064	23.7%	13,392,692	885,256	1,221,650	957,374	3,064,280	22.9%
Fire	2,400,407	23.9%	11,176,583	967,099	993,929	974,045	2,935,073	26.3%
Municipal Court	130,494	22.9%	598,565	39,273	59,783	39,125	138,181	23.1%
Streets	243,810	14.4%	2,128,285	69,467	117,866	107,320	294,652	13.8%
Culture and Recreation	848,964	22.0%	4,027,159	299,513	336,228	274,651	910,392	22.6%
Parks and Recreation	529,142	20.1%	2,713,637	168,600	220,712	180,079	569,391	21.0%
Library	319,822	25.9%	1,313,522	130,913	115,516	94,572	341,000	26.0%
Total General Fund Expenditure	10,877,483	25.5%	44,345,515	3,497,009	3,466,744	3,407,472	10,371,224	23.4%
Transfers Out	379,404	25.0%	621,000	51,750	51,750	51,750	155,250	25.0%
Total General Fund Expenditures & Transfers	\$11,256,887	25.5%	\$44,966,515	\$3,548,759	\$3,518,494	\$3,459,222	\$10,526,474	23.4%

Highlight:

The budgeted expenses for the General Fund this quarter were 7.7% lower compared to the same period last year. Each category within the General Fund performed as anticipated, demonstrating stability and adherence to budgetary expectations. Notably, some departments were above the 25% benchmark generally due to one-time expenses early in the fiscal year. Overall, the City ended the year at 23.4%, suggesting a prudent approach to spending and resource allocation.

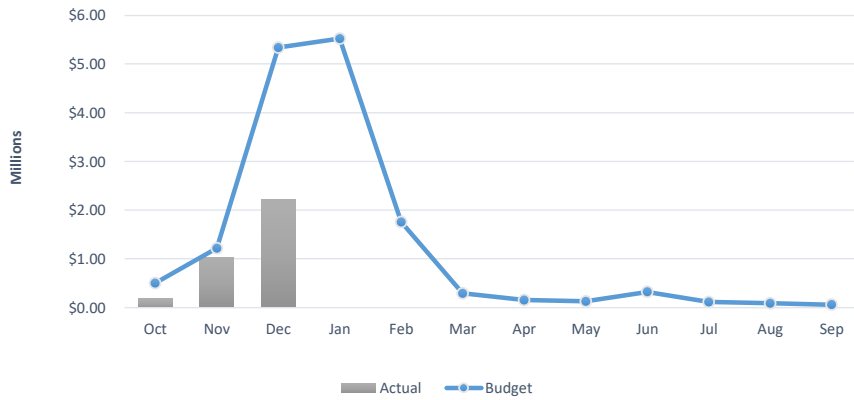
FY 2025 1st QTR Financial Report

General Fund Revenues (Unaudited)

Property Tax Revenues

	Budget	Actual	YTD Variance
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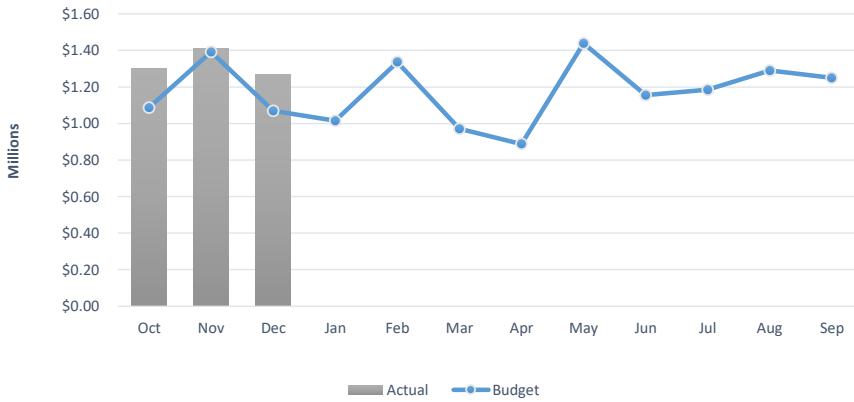
Oct	501,829	\$182,308	(\$319,521)
Nov	1,221,471	1,030,149	(510,843)
Dec	5,339,421	2,222,806	(3,627,458)
Jan	5,521,701		(9,149,159)
Feb	1,759,942		(10,909,100)
Mar	292,097		(11,201,197)
Apr	154,428		(11,355,626)
May	126,447		(11,482,073)
Jun	323,181		(11,805,255)
Jul	113,183		(11,918,437)
Aug	87,219		(12,005,656)
Sep	60,250		(12,065,906)
Total	\$15,501,169	\$3,435,263	(12,065,906)



Sales & Use Tax Revenues

	Budget	Actual	YTD Variance
--	--------	--------	--------------

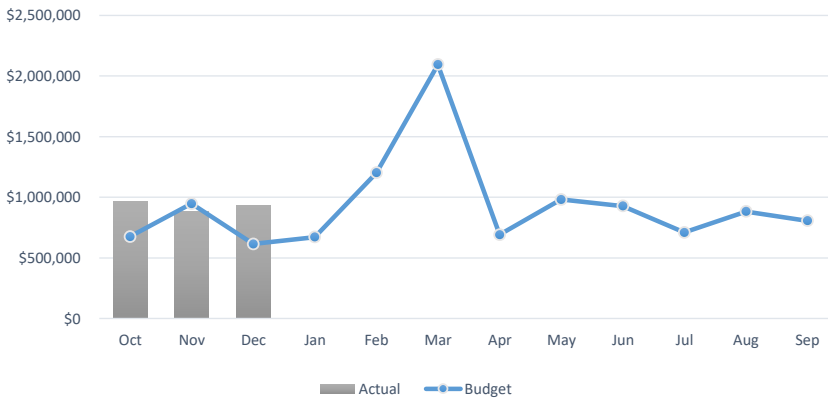
Oct	\$1,087,485	\$1,303,494	\$216,009
Nov	1,391,451	1,410,569	235,127
Dec	1,069,651	1,265,645	431,121
Jan	1,014,778		(583,657)
Feb	1,336,601		(1,920,258)
Mar	970,663		(2,890,922)
Apr	887,945		(3,778,867)
May	1,439,425		(5,218,292)
Jun	1,155,462		(6,373,754)
Jul	1,185,491		(7,559,245)
Aug	1,289,841		(8,849,086)
Sep	1,250,206		(10,099,292)
Total	\$14,079,000	\$3,979,708	(10,099,292)



Other General Fund Revenues

	Budget	Actual	YTD Variance
--	--------	--------	--------------

Oct	\$674,690	\$965,319	\$290,629
Nov	946,929	885,251	228,951
Dec	614,006	931,284	546,229
Jan	671,048		(124,819)
Feb	1,201,586		(1,326,405)
Mar	2,092,986		(3,419,391)
Apr	690,686		(4,110,077)
May	981,387		(5,091,464)
Jun	927,184		(6,018,648)
Jul	709,313		(6,727,961)
Aug	881,988		(7,609,950)
Sep	806,067		(8,416,017)
Total	\$11,197,871	\$2,781,854	(\$8,416,017)



Total General Fund Revenues

	Budget	Actual	YTD Variance
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	\$40,778,040	\$10,196,825	(30,581,215)
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FY 2025 1st QTR Financial Report

Capital Improvement Funds - Summary (Unaudited)

Fund No.	Fund Title	2025 Revenue Budget	2025 YTD Revenues	2025 Expenditures Budget	2025 YTD Expenditures
31	Street Reconstruction Fund	\$ 3,800,000	\$ 1,313,235	\$ 14,363,000	\$ 582,958
32	Capital Improvement Fund	650,000	257,001	9,775,128	3,344,868
35	Capital Replacement Fund	1,267,000	326,088	1,239,500	172,141
39	Street Assessment Fund	500	312	-	-
42	W&S Capital Projects Fund	8,129,000	1,438,323	22,205,000	1,499,847
44	W&S Impact Fees Fund	565,000	85,656	135,000	3,771
46	Drainage Capital Projects Fund	3,200,000	844,489	7,625,000	59,959
Total		\$17,611,500	\$4,265,103	\$55,342,628	\$5,663,544

Highlight:

The primary revenue sources for the CIP funds are sales tax and transfers from the Water and Sewer Fund and the Drainage Fund, with sales tax performing strongly at 9.6% above the benchmark of 25%. In the first quarter, the major expenditures were in the Capital Replacement Fund, and Water and Sewer Capital Fund.

FY 2025 1st QTR Financial Report

Capital Improvement Funds - Revenue Summary (Unaudited)

Fund No.	Fund Title	2024 Budget	2024 YTD Actual	Budgeted Revenue % Earned	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	Budgeted Revenue % Earned
31	Street Reconstruction Fund	\$ 3,618,486	\$ 1,214,959	33.6%	\$ 3,800,000	\$ 436,398	\$ 450,997	\$ 425,841	\$ 1,313,235	34.6%
32	Capital Improvement Fund	338,349	105,611	31.2%	650,000	97,687	77,392	81,922	257,001	39.5%
35	Capital Replacement Fund	859,054	230,722	26.9%	1,267,000	109,005	107,910	109,173	326,088	25.7%
39	Street Assessment Fund	100	288	288.4%	500	114	90	108	312	62.4%
42	W&S Capital Projects Fund	5,996,188	1,809,757	30.2%	8,129,000	493,133	459,564	485,626	1,438,323	17.7%
44	W&S Impact Fees Fund	444,954	240,768	54.1%	565,000	25,903	21,762	37,990	85,656	15.2%
46	Drainage Capital Projects Fund	220,531	136,580	61.9%	3,200,000	283,580	277,260	283,649	844,489	26.4%
Total		\$11,477,662	\$3,738,686	32.6%	\$17,611,500	\$1,445,820	\$1,394,974	\$1,424,309	\$4,265,103	24.2%

Highlight:

Despite a decrease of 8% in revenue for the capital project compared to the same period last year, the total revenue still reached 24.2%. This is only 0.8% lower than the benchmark of 25%. The street reconstruction fund revenue generated from sales tax remained strong with 1% increase over last year.

Capital Improvement Funds - Expenditure Summary (Unaudited)

Fund No.	Fund Title	2024 Budget	2024 YTD Actual	% of Budget Spent	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	% of Budget Spent
31	Street Reconstruction Fund	\$ 6,700,000	\$ 375,575	5.6%	\$14,363,000	\$ 201,432	\$ 179,810	\$ 201,716	\$ 582,958	4.1%
32	Capital Improvement Fund	32,102,128	5,147,738	16.0%	9,775,128	53,690	1,208,253	2,082,925	3,344,868	34.2%
35	Capital Replacement Fund	900,000	180,068	20.0%	1,239,500	-	89,530	82,611	172,141	13.9%
39	Street Assessment Fund	-	-	0.0%	-	-	-	-	-	0.0%
42	W&S Capital Projects Fund	10,195,000	81,883	0.8%	22,205,000	496,551	523,485	479,811	1,499,847	6.8%
44	W&S Impact Fees Fund	160,000	786	0.5%	135,000	-	2,301	1,471	3,771	2.8%
46	Drainage Capital Projects	3,830,000	24,927	0.7%	7,625,000	-	38,649	21,310	59,959	0.8%
Total		\$53,887,128	\$5,810,976	10.8%	\$55,342,628	\$751,674	\$2,042,027	\$2,869,844	\$5,663,544	10.2%

Highlight:

In the first quarter, the major expenditures were in the Capital Replacement Fund, with the North Park project is still under construction and final payments for City Hall are being processed, and in Water and Sewer capital projects. However, overall expenditures stand at 10.2%, significantly below the 25% benchmark.

----- End of Report -----

FY 2025 1st QTR Financial Report

Capital Improvement Funds - Revenue Summary (Unaudited)

Fund No.	Fund Title	2024 Budget	2024 YTD Actual	Budgeted Revenue % Earned	2025 Budget	2025 October Actual	2025 November Actual	2025 December Actual	2025 1st QTR Actual	Budgeted Revenue % Earned
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32	Capital Improvement Fund	338,349	105,611	31.2%	650,000	97,687	77,392	81,922	257,001	39.5%
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Highlight:

Despite a decrease of 8% in revenue for the capital project compared to the same period last year, the total revenue still reached 24.2%. This is only 0.8% lower than the benchmark of 25%. The street reconstruction fund revenue generated from sales tax remained strong with 1% increase over last year.

Capital Improvement Funds - Expenditure Summary (Unaudited)

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35	Capital Replacement Fund	900,000	180,068	20.0%	1,239,500	-	89,530	82,611	172,141	13.9%
39	Street Assessment Fund	-	-	0.0%	-	-	-	-	-	0.0%
42	W&S Capital Projects Fund	10,195,000	81,883	0.8%	22,205,000	496,551	523,485	479,811	1,499,847	6.8%
44	W&S Impact Fees Fund	160,000	786	0.5%	135,000	-	2,301	1,471	3,771	2.8%
46	Drainage Capital Projects	3,830,000	24,927	0.7%	7,625,000	-	38,649	21,310	59,959	0.8%
Total		\$53,887,128	\$5,810,976	10.8%	\$55,342,628	\$751,674	\$2,042,027	\$2,869,844	\$5,663,544	10.2%

Highlight:

In the first quarter, the major expenditures were in the Capital Replacement Fund, with the North Park project is still under construction and final payments for City Hall are being processed, and in Water and Sewer capital projects. However, overall expenditures stand at 10.2%, significantly below the 25% benchmark.

----- End of Report -----

CITY COUNCIL MEMORANDUM

City Council Meeting:	Monday, March 10, 2025, 6:00 PM
Department:	Finance
Subject:	QUARTERLY INVESTMENT REPORT (QIR)

BACKGROUND

Attached is the Quarterly Investment Report for the quarter ended December 31, 2024. This report is submitted to the City Council for review and comment. This report provides information and analysis of the City's investment portfolio and investment activities.

FISCAL IMPACT

This is a management tool for evaluating the investment portfolio and investment activities.

RECOMMENDATION

Staff recommends review of the attached report.

ATTACHMENTS

Quarterly Investment Report for the quarter ended December 31, 2024.

Attachments

[Item XXa QIR E202412.pdf](#)

[Item XXb QIRP 202412.pdf](#)

[QIRP 202412.pdf](#)

CITY OF HALTOM CITY



QUARTERLY INVESTMENT REPORT **September 30, 2024 - December 31, 2024**

CITY OF HALTOM CITY QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

Portfolio Summary

This quarterly report is in full compliance with the investment policy and strategy as established for the City of Haltom City, Texas and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

Portfolio as of September 30, 2024

Ending Book Value	\$169,362,450.10
Ending Market Value	\$169,771,179.18
Unrealized Gain/(Loss)	\$408,729.08

Interest accrued for the period	\$285,145.00
WAM at Ending Period Date ¹	92
Yield-To-Maturity at Cost	5.01%
Treasury 6-Month	4.38%

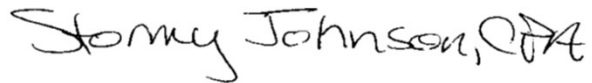
Portfolio as of December 31, 2024

Ending Book Value	\$169,614,720.55
Ending Market Value	\$169,081,338.34
Unrealized Gain/(Loss)	0.0031 (\$533,382.21)
Change in Unrealized Gain/(Loss)	(\$942,111.29)

Interest accrued for the period	\$362,113.00
WAM at Ending Period Date ¹	75
Yield-To-Maturity at Cost	4.35%
Treasury 6-Month	4.24%

Change in Market Value ²	(2,087,655.68)
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Prepared by:



Stormy Johnson, CPA, Director of Finance

3/10/2025

Date



Elise Loftis, MBA, AFD/Controller

3/10/2025

Date

¹ WAM - Weighted Average Maturity

² "Change in Market Value" is required data, but will primarily reflect the receipt and expenditure of the City's funds from quarter to quarter.

CITY OF HALTOM CITY

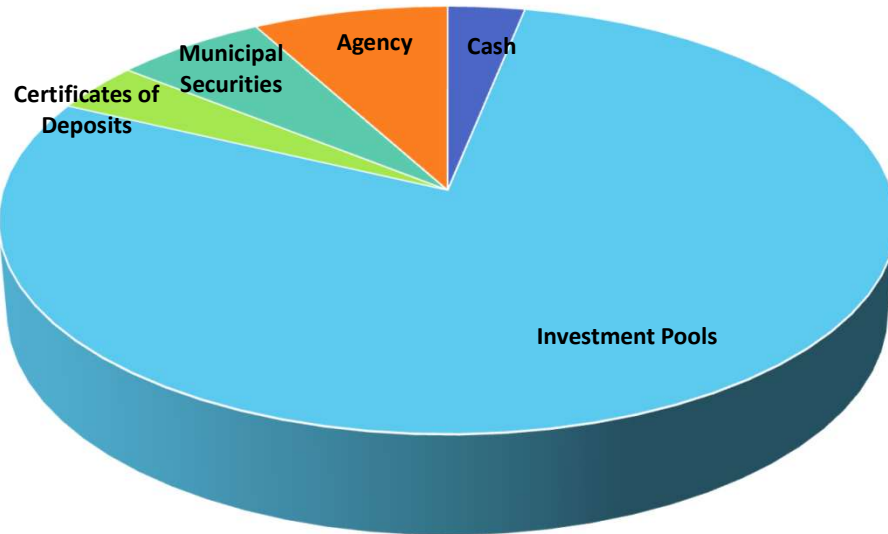
QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

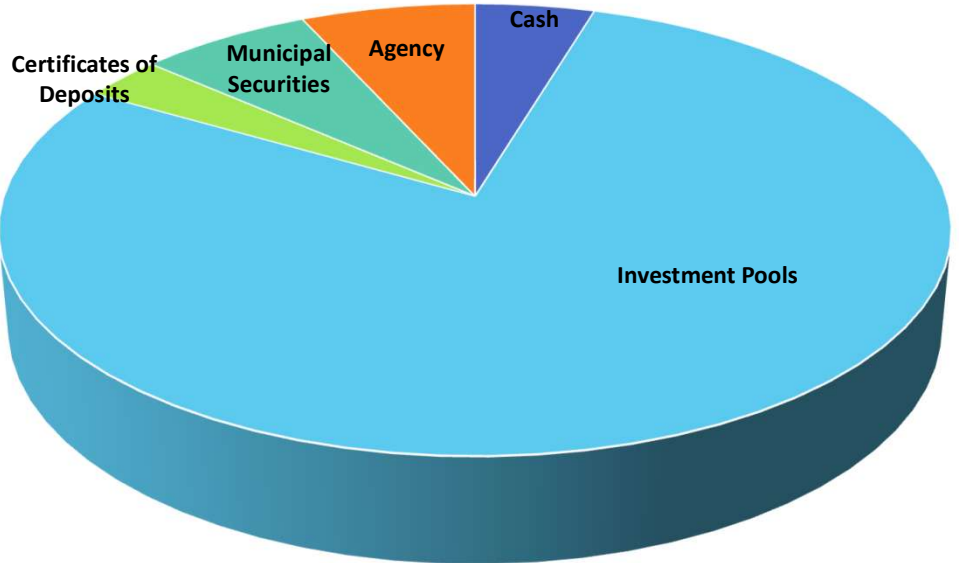
Security Sector Allocation - Book Value

Security Sector	Book Value 9/30/2024	% of Portfolio 9/30/2024	Book Value 12/31/2024	% of Portfolio 12/31/2024
Cash	\$5,355,612.99	3%	\$7,923,579.06	5%
Local Government Investment Pools	133,096,529.95	79%	133,355,438.66	78%
Certificates of Deposits	6,241,607.65	4%	5,241,607.65	3%
Municipal Securities	10,585,922.60	6%	11,510,962.60	7%
Federal Agency Coupon Securities	13,581,746.97	8%	11,583,132.58	7%
Total	\$168,861,420.16	100%	\$169,614,720.55	100%

Total Portfolio Assets as of 09/30/2024



Total Portfolio Assets as of 12/31/2024



CITY OF HALTOM CITY

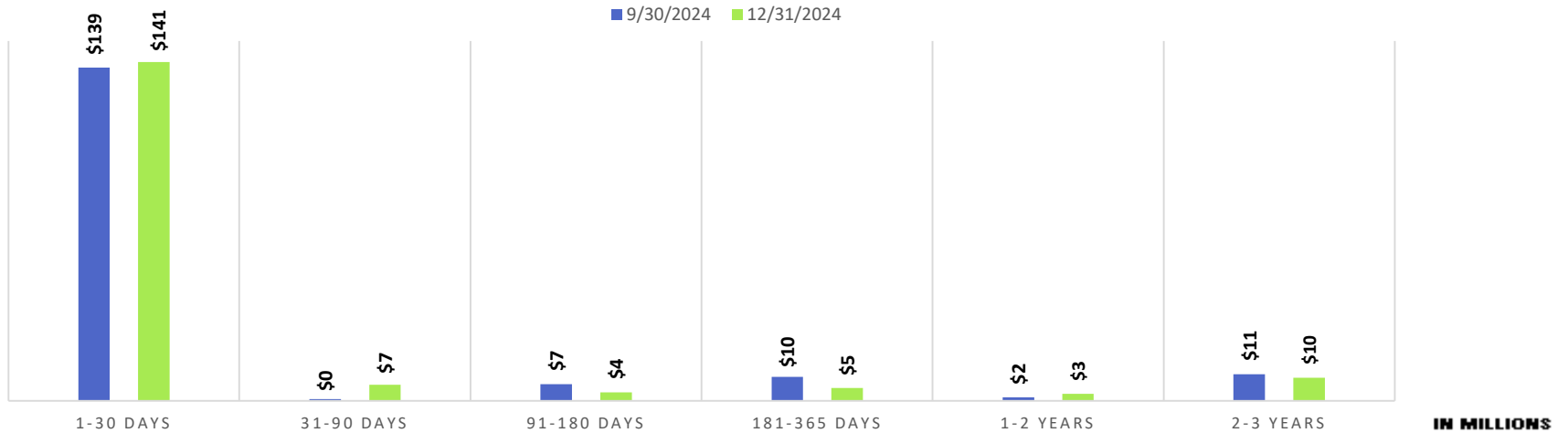
QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

Distribution by Maturity Range - Book Value

Maturity Range	Book Value 9/30/2024	% of Portfolio 9/30/2024	Book Value 12/31/2024	% of Portfolio 12/31/2024
1-30 Days	\$138,953,172.88	82%	\$141,279,017.72	83%
31-90 Days	750,000.00	0.5%	6,747,348.60	4%
91-180 Days	6,997,348.60	4%	3,543,270.00	2%
181-365 days	9,983,992.00	6%	5,440,722.00	3%
1-2 Years	1,503,214.64	1%	2,934,406.29	2%
2-3+ Years	11,174,721.98	6.5%	9,669,955.94	6%
Total	\$169,362,450.10	100%	\$169,614,720.55	100%

Portfolio Holdings



CITY OF HALTOM CITY								
QUARTERLY INVESTMENT REPORT								
September 30, 2024 to December 31, 2024								
Detail of Security Holdings as of 12/31/2024								
ISSUERS	CUSIP	COUPON	YIELD	SETTLE DATE	MATURITY DATE	12/31/2024 PAR VALUE	12/31/2024 MARKET VALUE	12/31/2024 BOOK VALUE
FEDERAL AGENCY COUPON SECURITIES								
FHLB	3130ARAP6	1.250%	1.350%	3/24/2022	3/24/2025	2,000,000.00	1,993,691.48	1,998,020.00
FHLB	3130ARDZ1	2.150%	2.150%	3/28/2022	3/28/2025	2,000,000.00	1,990,035.42	2,000,000.00
FHLMC	3134H1TT0	4.880%	5.980%	2/26/2024	2/26/2027	1,000,000.00	1,000,068.47	989,551.00
FAMCA	31424WKN1	5.230%	5.230%	6/27/2024	6/25/2027	1,000,000.00	1,001,822.03	999,804.94
FHLB	3130AJKW8	5.010%	5.010%	7/9/2024	6/13/2025	599,750.00	614,307.74	599,750.00
FFCB	3133ERKM2	4.410%	4.410%	7/9/2024	7/8/2027	1,002,500.00	1,004,213.52	1,002,500.00
FHLMC	3134H14T7	4.500%	4.500%	7/12/2024	7/9/2027	2,000,000.00	2,000,984.66	1,989,480.00
FFCB	3133ERLC3	5.000%	5.000%	7/15/2024	7/15/2025	1,000,000.00	1,004,061.29	1,000,812.00
FFCB	3133ERMG3	4.900%	4.900%	8/14/2024	7/29/2026	1,000,000.00	1,001,077.83	1,003,214.64
TOTAL FEDERAL AGENCY COUPON SECURITIES						11,602,250.00	11,610,262.44	11,583,132.58
MUNICIPAL SECURITIES								
FLORIDA STATE	341271AD6	1.258%	3.400%	7/14/2022	7/1/2025	2,000,000.00	1,966,080.00	1,880,160.00
LEXINGTON CNTY SCH	529063PA1	4.700%	3.440%	8/24/2022	2/1/2025	1,000,000.00	999,940.00	1,029,180.00
EL DORADO CA IRR DIST REVEDRWTR	283062EH6	0.913%	4.350%	9/30/2022	3/1/2025	510,000.00	506,991.00	470,148.60
ALABAMA FED AID HIGHWAY	010268CM0	1.038%	4.330%	9/30/2022	9/1/2025	1,000,000.00	978,940.00	910,610.00
TULSA CNTY OK ISD 3 BROKEN ARROW	899559QK7	4.175%	4.540%	1/3/2023	5/1/2025	2,000,000.00	1,992,040.00	1,943,520.00
NY CITY NY REVENUE BONDS	64972H5E8	3.894%	4.370%	1/3/2023	7/15/2025	1,000,000.00	981,680.00	919,140.00
NY CITY NY TRANS FIN AUTH	64971X5L8	2.860%	2.860%	3/20/2023	8/1/2025	425,000.00	421,030.50	425,000.00
NY CITY NY TRANS FIN AUTH	64971X5P9	2.860%	2.860%	3/20/2023	8/1/2025	55,000.00	54,498.40	55,000.00
CITY OF JACKSONVILLE FL	469487RR5	5.300%	5.300%	10/19/2023	10/1/2026	1,060,000.00	1,000,799.00	939,584.00
DALLAS ISD	235308H97	4.494%	4.494%	3/1/2024	2/15/2027	1,000,000.00	1,013,970.00	1,013,580.00
SEATTLE PORT	735371SL1	4.600%	4.600%	7/9/2024	6/1/2027	1,000,000.00	1,002,690.00	1,000,000.00
RIVERSIDE CA CMNTY CLG DIST	76886PJQ7	4.380%	4.380%	11/25/2024	11/15/2027	1,000,000.00	928,030.00	925,040.00
TOTAL MUNICIPAL SECURITIES						11,050,000.00	10,918,658.90	11,510,962.60
CERTIFICATES OF DEPOSIT								
BEAL BANK PLANO TX	07371AZP1	1.800%	1.800%	3/9/2022	3/5/2025	250,000.00	248,899.61	250,000.00
AMERICAN EXPR NATL BANK	02589ABM3	1.800%	1.800%	3/2/2022	3/3/2025	250,000.00	248,933.32	250,000.00
BARCLAYS BANK DELAWARE	06740KPB7	1.700%	1.700%	3/9/2022	3/10/2025	250,000.00	248,766.84	250,000.00
CAPITAL ONE BANK USA NA	14042TEM5	1.800%	1.800%	3/16/2022	3/17/2025	250,000.00	248,694.32	250,000.00
CAPITAL ONE NA	14042RRL7	3.100%	3.100%	5/25/2022	5/27/2025	250,000.00	248,873.35	250,000.00
DISCOVER BANK	254673E69	3.100%	3.100%	5/24/2022	5/27/2025	250,000.00	248,872.99	250,000.00
MORGAN STANLEY BANK	61690UK25	3.100%	3.100%	5/26/2022	5/27/2025	250,000.00	248,873.71	250,000.00
MORGAN STANLEY PRIVATE BANK	61768EJV6	3.100%	3.100%	5/26/2022	5/27/2025	250,000.00	248,873.71	250,000.00
TECHNOLOGY CREDIT UNION	87868YAH6	5.100%	5.100%	1/19/2023	7/21/2025	250,000.00	250,085.52	250,000.00
CALIFORNIA CREDIT U	130162AS9	4.900%	4.900%	1/20/2023	1/21/2025	250,000.00	249,939.79	250,000.00
ROGUE CREDIT UNION	77535MAP8	5.000%	5.000%	1/20/2023	1/20/2026	250,000.00	250,047.67	250,000.00
BAXTER CREDIT UNION	07181JAU8	5.000%	5.000%	11/20/2023	11/23/2026	245,000.00	249,358.18	241,607.65
ALLIANT CREDIT UNION	01882MAJ1	5.600%	5.600%	11/20/2023	11/20/2026	250,000.00	257,111.89	250,000.00
VALLEY NATL BK WAYNE	919853KS9	4.800%	4.800%	3/5/2024	3/5/2027	250,000.00	252,737.87	250,000.00
WELLS FARGO BANK NA	949764PP3	5.300%	5.300%	6/7/2024	6/7/2027	250,000.00	250,903.28	250,000.00
FIRST FOUNDATION BANK	32026U5Y8	4.900%	4.900%	6/13/2024	6/14/2027	250,000.00	255,165.55	250,000.00
OPTUMB	68405VCJ6	4.600%	4.600%	7/17/2024	7/19/2027	245,000.00	253,467.12	250,000.00
PEBO	71050LBZ5	4.700%	4.700%	7/23/2024	7/23/2026	250,000.00	252,266.35	250,000.00
ADVANTAGE CREDIT UNION	00790UAD9	4.600%	4.600%	7/31/2024	8/2/2027	250,000.00	253,680.26	250,000.00
EMPOWER FED CREDIT UNION	291916AS3	4.700%	4.700%	7/31/2024	8/2/2027	250,000.00	254,253.99	250,000.00
OREGON COMMUNITY CRED	68584JAY5	4.600%	4.600%	7/26/2024	7/26/2027	250,000.00	253,593.96	250,000.00
TOTAL CERTIFICATES OF DEPOSIT						5,240,000.00	5,273,399.28	5,241,607.65
INVESTMENT POOLS								
TEXPOOL	99-10302	4.4769%	4.4769%		Daily	21,946,433.05	21,946,433.05	21,946,433.05
TEXAS CLASS - ALL ACCOUNTS	99-10305	4.7464%	4.7464%		Daily	89,291,204.24	89,291,204.24	89,291,204.24
TEXAS RANGE	99-10303	4.5700%	4.5700%		Daily	22,117,801.37	22,117,801.37	22,117,801.37
TOTAL INVESTMENT POOLS						133,355,438.66	133,355,438.66	133,355,438.66
CASH								
CASH						1,845.00	1,845.00	1,845.00
FROST		0.001%	0.001%			7,921,734.06	7,921,734.06	7,921,734.06
TOTAL CASH						7,923,579.06	7,923,579.06	7,923,579.06
TOTAL CASH AND INVESTMENTS						\$169,171,267.72	169,081,338.34	\$169,614,720.55

CITY OF HALTOM CITY QUARTERLY INVESTMENT REPORT December 31, 2024											
Change in Value											
DESCRIPTION	CUSIP	YIELD	SETTLEMENT DATE	MATURITY DATE	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	CHANGE IN BOOK VALUE	BEGINNING MARKET VALUE	ENDING MARKET VALUE	CHANGE IN MARKET VALUE
AGENCIES											
FHLB	3130ARAP6	1.350%	3/24/2022	3/24/2025	2,000,000.00	1,998,020.00	1,998,020.00	-	1,985,522.44	1,993,691.48	8,169.04
FHLB	3130ARDZ1	2.150%	3/28/2022	3/28/2025	2,000,000.00	2,000,000.00	2,000,000.00	-	1,978,193.32	1,990,035.42	11,842.10
FNMA	3134GX2T0	4.500%	9/30/2022	9/30/2025	-	1,000,000.00	-	(1,000,000.00)	999,416.49	-	(999,416.49)
FHLMC	3134H1TT0	5.980%	2/26/2024	2/26/2027	1,000,000.00	989,551.00	989,551.00	-	1,000,503.97	1,000,068.47	(435.50)
FHLMC	3134H1A45	5.550%	4/26/2024	4/28/2027	-	998,614.39	-	(998,614.39)	1,000,275.34	-	(1,000,275.34)
FAMCA	31424WKN1	5.230%	6/27/2024	6/25/2027	1,000,000.00	999,804.94	999,804.94	-	1,005,878.86	1,001,822.03	(4,056.83)
FHLB	3130AJKW8	5.010%	7/9/2024	6/13/2025	599,750.00	599,750.00	599,750.00	-	609,049.06	614,307.74	5,258.68
FFCB	3133ERKM2	4.410%	7/9/2024	7/8/2027	1,002,500.00	1,002,500.00	1,002,500.00	-	1,022,419.33	1,004,213.52	(18,205.81)
FHLMC	3134H14T7	4.500%	7/12/2024	7/9/2027	2,000,000.00	1,989,480.00	1,989,480.00	-	2,005,597.66	2,000,984.66	(4,613.00)
FFCB	3133ERLC3	5.000%	7/15/2024	7/15/2025	1,000,000.00	1,000,812.00	1,000,812.00	-	1,005,816.20	1,004,061.29	(1,754.91)
FFCB	3133ERMG3	4.900%	8/14/2024	7/29/2026	1,000,000.00	1,003,214.64	1,003,214.64	-	1,005,647.76	1,001,077.83	(4,569.93)
MUNICIPAL SECURITIES											
FLORIDA STATE	341271AD6	3.400%	7/14/2022	7/1/2025	2,000,000.00	1,880,160.00	1,880,160.00	-	1,953,260.00	1,966,080.00	12,820.00
LEXINGTON CNTY SCH	529063PA1	3.440%	8/24/2022	8/15/2025	1,000,000.00	1,029,180.00	1,029,180.00	-	1,001,090.00	999,940.00	(1,150.00)
EL DORADO CA IRR DIST REVEDRWTR	283062EH6	4.350%	9/30/2022	3/1/2025	510,000.00	470,148.60	470,148.60	-	503,079.30	506,991.00	3,911.70
ALABAMA FED AID HIGHWAY	010268CM0	4.330%	9/30/2022	9/1/2025	1,000,000.00	910,610.00	910,610.00	-	972,410.00	978,940.00	6,530.00
TULSA CNTY OK ISD 3 BROKEN ARROW	899559QK7	4.540%	1/3/2023	5/1/2025	2,000,000.00	1,943,520.00	1,943,520.00	-	1,988,640.00	1,992,040.00	3,400.00
NY CITY NY REVENUE BONDS	64972H5E8	4.370%	1/3/2023	7/15/2025	1,000,000.00	919,140.00	919,140.00	-	975,350.00	981,680.00	6,330.00
NY CITY NY TRANS FIN AUTH	64971XSL8	2.860%	3/20/2023	8/1/2025	425,000.00	425,000.00	425,000.00	-	419,844.75	421,030.50	1,185.75
NY CITY NY TRANS FIN AUTH	64971XSP9	2.860%	3/20/2023	8/1/2025	55,000.00	55,000.00	55,000.00	-	54,379.05	54,498.40	119.35
CITY OF JACKSONVILLE FL	469487RR5	5.300%	10/19/2023	10/1/2026	1,060,000.00	939,584.00	939,584.00	-	1,004,148.60	1,000,799.00	(3,349.60)
DALLAS ISD	235308H97	4.494%	3/1/2024	2/15/2027	1,000,000.00	1,013,580.00	1,013,580.00	-	1,030,750.00	1,013,970.00	(16,780.00)
SEATTLE PORT	735371SL1	4.600%	7/9/2024	6/1/2027	1,000,000.00	1,000,000.00	1,000,000.00	-	1,020,990.00	1,002,690.00	(18,300.00)
RIVERSIDE CA CMNTY CLG DIST	76886PJQ7	4.38%	11/25/2024	11/15/2027	1,000,000.00	-	925,040.00	925,040.00	-	928,030.00	928,030.00
CERTIFICATES OF DEPOSIT											
UBS BANK USA	90348JW30	0.750%	11/4/2021	11/12/2024	-	250,000.00	-	(250,000.00)	248,858.78	-	(248,858.78)
GOLDMAN SACHS	38149MJ61	0.750%	11/4/2021	11/12/2024	-	250,000.00	-	(250,000.00)	248,835.59	-	(248,835.59)
BMW BANK OF NA	05580AG32	0.750%	11/4/2021	11/12/2024	-	250,000.00	-	(250,000.00)	248,814.93	-	(248,814.93)
BEAL BANK PLANO TX	07371AZP1	1.80%	3/9/2022	3/5/2025	250,000.00	250,000.00	250,000.00	-	247,081.25	248,899.61	1,818.36
AMERICAN EXPR NATL BANK	02589ABM3	1.80%	3/2/2022	3/3/2025	250,000.00	250,000.00	250,000.00	-	247,110.90	248,933.32	1,822.42
BARCLAYS BANK DELAWARE	06740KP87	1.70%	3/9/2022	3/10/2025	250,000.00	250,000.00	250,000.00	-	246,894.34	248,766.84	1,872.50
CAPITAL ONE BANK USA NA	14042TEM5	1.80%	3/16/2022	3/17/2025	250,000.00	250,000.00	250,000.00	-	246,898.43	248,694.32	1,795.89
CAPITAL ONE NA	14042RRL7	3.10%	5/25/2022	5/27/2025	250,000.00	250,000.00	250,000.00	-	247,944.97	248,873.35	928.38
DISCOVER BANK	254673E69	3.10%	5/24/2022	5/27/2025	250,000.00	250,000.00	250,000.00	-	247,945.46	248,872.99	927.53
MORGAN STANLEY BANK	61690UK25	3.10%	5/26/2022	5/27/2025	250,000.00	250,000.00	250,000.00	-	247,944.47	248,873.71	929.24
MORGAN STANLEY PRIVATE BANK	61768EJV6	3.10%	5/26/2022	5/27/2025	250,000.00	250,000.00	250,000.00	-	247,944.47	248,873.71	929.24
ARSENAL CREDIT UNION	04288LAA6	5.10%	1/20/2023	1/21/2025	-	250,000.00	-	(250,000.00)	250,058.58	-	(250,058.58)
TECHNOLOGY CREDIT UNION	87868YAH6	5.10%	1/19/2023	7/21/2025	250,000.00	250,000.00	250,000.00	-	250,121.38	250,085.52	(35.86)
CALIFORNIA CREDIT U	130162AS9	4.90%	1/20/2023	1/21/2025	250,000.00	250,000.00	250,000.00	-	250,031.72	249,939.79	(91.93)
ROGUE CREDIT UNION	77535MAP8	5.00%	1/20/2023	1/20/2026	250,000.00	250,000.00	250,000.00	-	250,151.44	250,047.67	(103.77)
BAXTER CREDIT UNION	07181JAU8	5.00%	11/20/2023	11/20/2026	245,000.00	241,607.65	241,607.65	-	251,083.96	249,358.18	(1,725.78)
ALLIANT CREDIT UNION	01882MAJ1	5.60%	11/20/2023	11/20/2026	250,000.00	250,000.00	250,000.00	-	259,229.81	257,111.89	(2,117.92)
VALLEY NATL BK WAYNE	919853KS9	4.60%	3/5/2024	3/5/2027	250,000.00	250,000.00	250,000.00	-	254,277.54	252,737.87	(1,539.67)
WELLS FARGO BANK NA	949764PP3	5.30%	6/7/2024	6/7/2027	250,000.00	250,000.00	250,000.00	-	251,918.70	250,903.28	(1,015.42)
FIRST FOUNDATION BANK	32026U5Y8	4.90%	6/13/2024	6/14/2027	250,000.00	250,000.00	250,000.00	-	256,959.93	255,165.55	(1,794.38)
OPTUMB	68405VCJ6	4.60%	7/17/2024	7/19/2027	245,000.00	250,000.00	250,000.00	-	255,168.52	253,467.12	(1,701.40)
PEBO	71050LBZ5	4.70%	7/23/2024	7/23/2026	250,000.00	250,000.00	250,000.00	-	253,651.48	252,266.35	(1,385.13)
ADVANTAGE CREDIT UNION	00790UAD9	4.60%	7/31/2024	8/2/2027	250,000.00	250,000.00	250,000.00	-	255,404.31	253,680.26	(1,724.05)
EMPOWER FED CREDIT UNION	291916AS3	4.70%	7/31/2024	8/2/2027	250,000.00	250,000.00	250,000.00	-	256,069.08	254,253.99	(1,815.09)
OREGON COMMUNITY CRED	68584JAY5	4.60%	7/26/2024	7/26/2027	250,000.00	250,000.00	250,000.00	-	255,344.13	253,593.96	(1,750.17)
INVESTMENT POOLS											
TEXPOOL		4.984%	NA	NA	21,946,433.05	21,682,446.46	21,946,433.05	263,986.59	21,682,446.46	21,682,446.46	-
TEXAS CLASS		5.292%	NA	NA	89,291,204.24	89,687,026.98	89,291,204.24	(395,822.74)	89,687,026.98	89,687,026.98	-
TEXAS TERM		5.160%	NA	NA	22,117,801.37	21,727,056.51	22,117,801.37	390,744.86	21,727,056.51	21,727,056.51	-
CASH											
PETTY CASH		0.000%	NA	NA	1,845.00	1,845.00	1,845.00	-	1,845.00	1,845.00	-
FROST BANK		5.390%	NA	NA	7,921,734.06	5,854,797.93	7,921,734.06	2,066,936.13	5,854,797.93	5,854,797.93	-
TOTAL CASH AND INVESTMENTS					170,171,267.72	169,362,450.10	169,614,720.55	252,270.45	169,771,179.18	167,683,523.50	(2,087,655.68)



Quarterly Investment Report

Quarter Ended December 2024

PRESENTED TO THE CITY COUNCIL

MARCH 10, 2025

CITY OF HALTOM CITY QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

Portfolio Summary

This quarterly report is in full compliance with the investment policy and strategy as established for the City of Haltom City, Texas and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

Portfolio as of September 30, 2024

Ending Book Value	\$169,362,450.10
Ending Market Value	\$169,771,179.18
Unrealized Gain/(Loss)	\$408,729.08

Interest accrued for the period	\$285,145.00
WAM at Ending Period Date ¹	92
Yield-To-Maturity at Cost	5.01%
Treasury 6-Month	4.38%

Portfolio as of December 31, 2024

Ending Book Value	\$169,614,720.55
Ending Market Value	\$169,081,338.34
Unrealized Gain/(Loss)	0.0031 (\$533,382.21)
Change in Unrealized Gain/(Loss)	(\$942,111.29)

Interest accrued for the period	\$362,113.00
WAM at Ending Period Date ¹	75
Yield-To-Maturity at Cost	4.35%
Treasury 6-Month	4.24%

Change in Market Value ²	(2,087,655.68)
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Prepared by:

Stormy Johnson, CPA

Stormy Johnson, CPA, Director of Finance

3/10/2025

Date

Elise Loftis, MBA

Elise Loftis, MBA, AFD/Controller

3/10/2025

Date

¹ WAM - Weighted Average Maturity

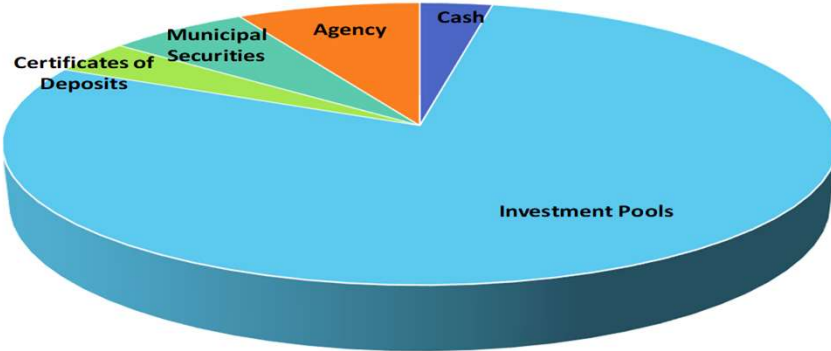
² "Change in Market Value" is required data, but will primarily reflect the receipt and expenditure of the City's funds from quarter to quarter.

CITY OF HALTOM CITY
QUARTERLY INVESTMENT REPORT
September 30, 2024 - December 31, 2024

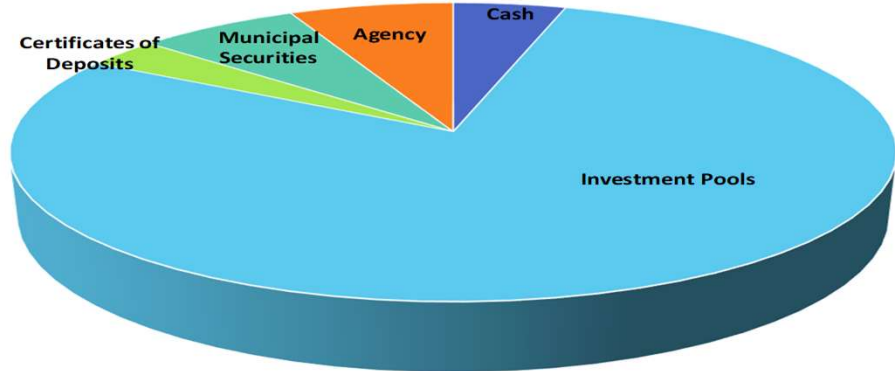
Security Sector Allocation - Book Value

Security Sector	Book Value 9/30/2024	% of Portfolio 9/30/2024	Book Value 12/31/2024	% of Portfolio 12/31/2024
Cash	\$5,355,612.99	3%	\$7,923,579.06	5%
Local Government Investment Pools	133,096,529.95	79%	133,355,438.66	78%
Certificates of Deposits	6,241,607.65	4%	5,241,607.65	3%
Municipal Securities	10,585,922.60	6%	11,510,962.60	7%
Federal Agency Coupon Securities	13,581,746.97	8%	11,583,132.58	7%
Total	\$168,861,420.16	100%	\$169,614,720.55	100%

Total Portfolio Assets as of 09/30/2024



Total Portfolio Assets as of 12/31/2024

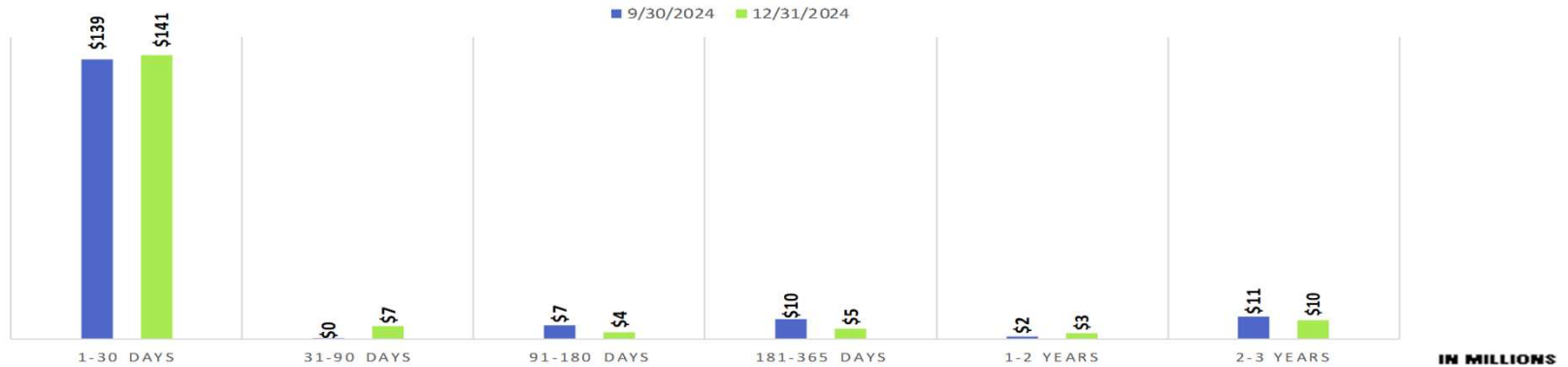


CITY OF HALTOM CITY QUARTERLY INVESTMENT REPORT September 30, 2024 - December 31, 2024

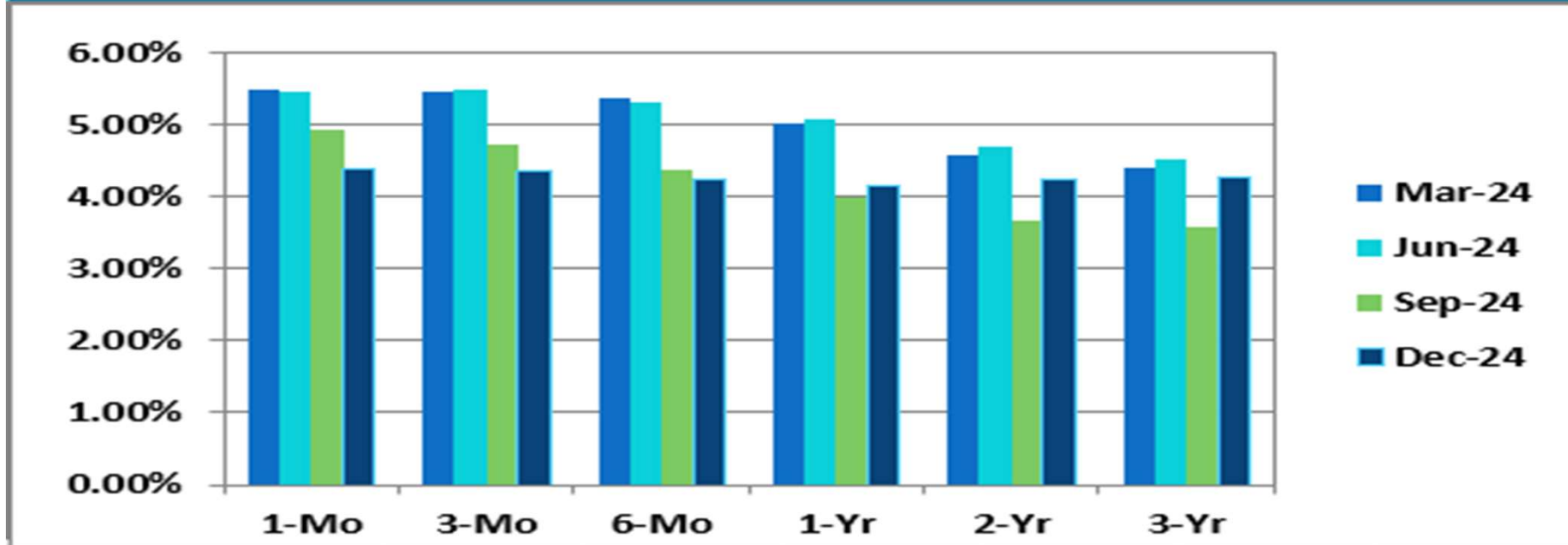
Distribution by Maturity Range - Book Value

Maturity Range	Book Value 9/30/2024	% of Portfolio 9/30/2024	Book Value 12/31/2024	% of Portfolio 12/31/2024
1-30 Days	\$138,953,172.88	82%	\$141,279,017.72	83%
31-90 Days	750,000.00	0.5%	6,747,348.60	4%
91-180 Days	6,997,348.60	4%	3,543,270.00	2%
181-365 days	9,983,992.00	6%	5,440,722.00	3%
1-2 Years	1,503,214.64	1%	2,934,406.29	2%
2-3+ Years	11,174,721.98	6.5%	9,669,955.94	6%
Total	\$169,362,450.10	100%	\$169,614,720.55	100%

Portfolio Holdings



US Treasury Yields	1-Mo	3-Mo	6-Mo	1-Yr	2-Yr	3-Yr
Mar-24	5.49%	5.46%	5.38%	5.03%	4.59%	4.40%
Jun-24	5.47%	5.48%	5.33%	5.09%	4.71%	4.52%
Sep-24	4.93%	4.73%	4.38%	3.98%	3.66%	3.58%
Dec-24	4.40%	4.37%	4.24%	4.16%	4.25%	4.27%



Real GDP, Percent Change from Preceding Quarter



2023

2024

U.S. Bureau of Economic Analysis

Seasonally adjusted annual rates

3rd Quarter of 2024

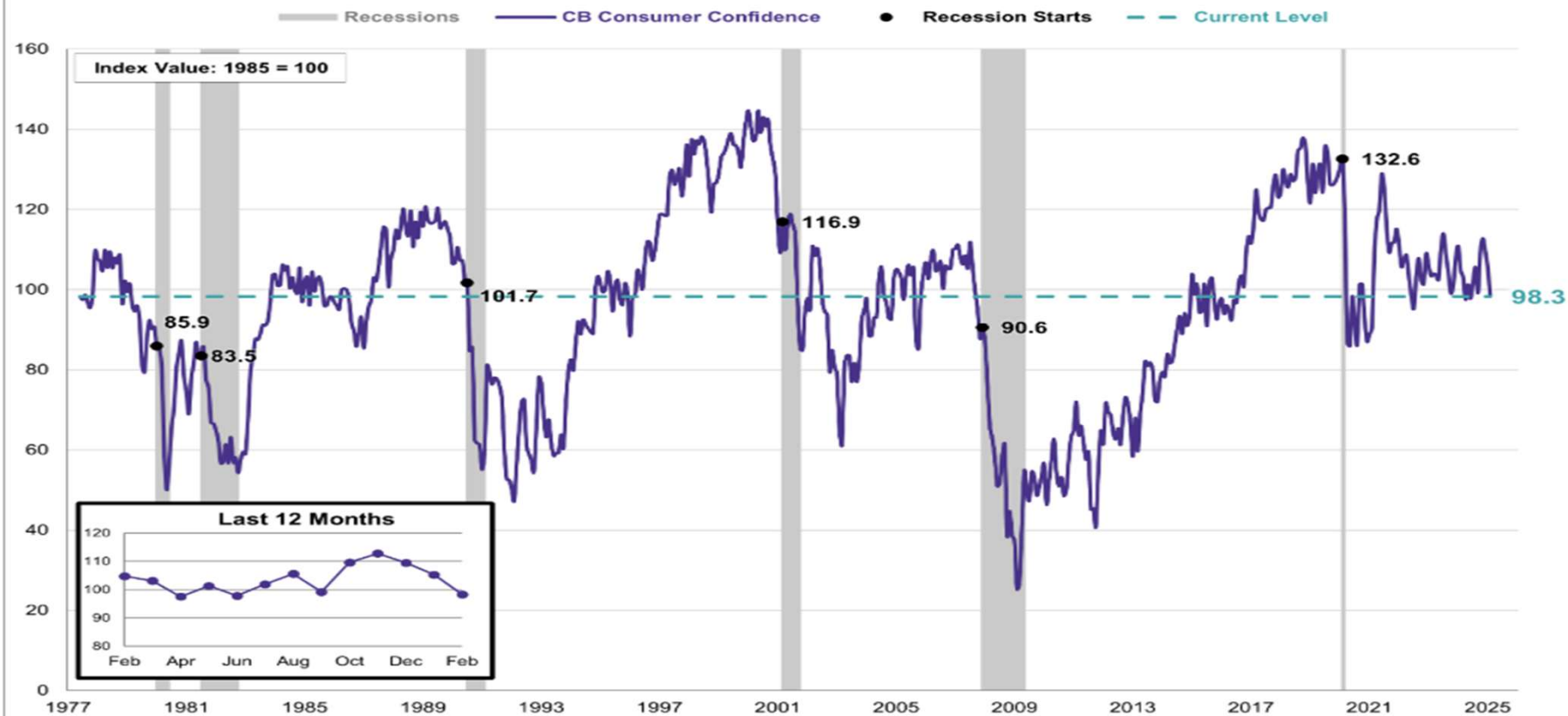
+3.1%

4th Quarter of 2024

+2.3%*

*Real GDP increased at an annual rate of 2.3 percent in the 4th quarter of 2024, according to the "advance" estimate.

Conference Board Consumer Confidence Index





Quarterly Investment Report

Quarter Ended December 2024

PRESENTED TO THE CITY COUNCIL

MARCH 10, 2025

CITY OF HALTOM CITY

QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

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Change in Market Value ²	(2,087,655.68)
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Prepared by:

Stormy Johnson, CPA

Stormy Johnson, CPA, Director of Finance	3/10/2025
	Date

Elise Loftis, MBA

Elise Loftis, MBA, AFD/Controller	3/10/2025
	Date

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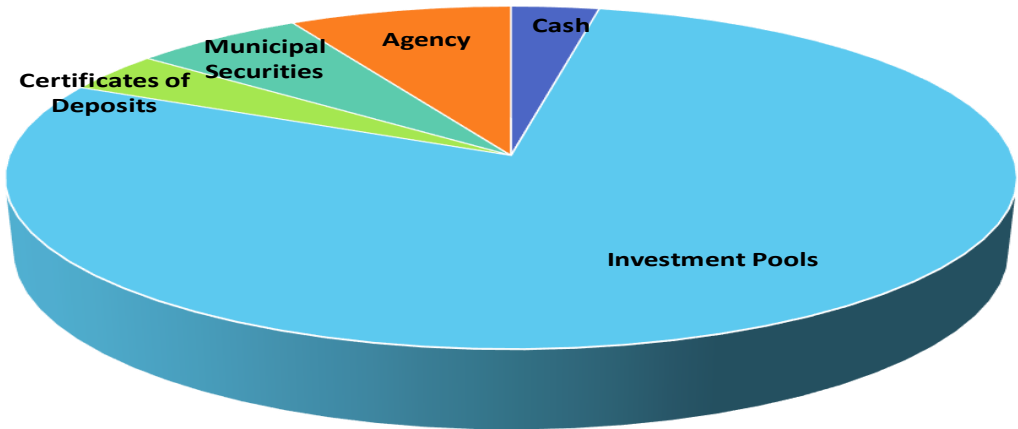
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CITY OF HALTOM CITY
QUARTERLY INVESTMENT REPORT
September 30, 2024 - December 31, 2024

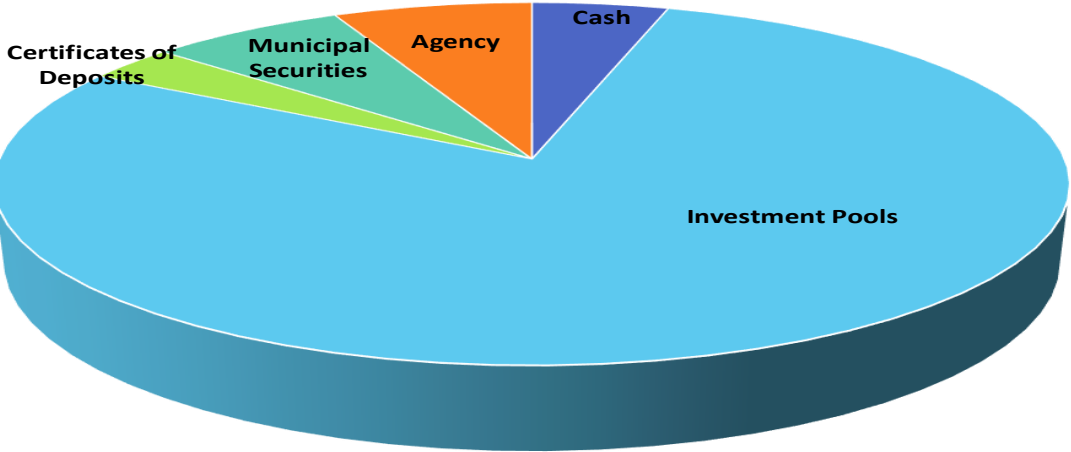
Security Sector Allocation - Book Value

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CITY OF HALTOM CITY

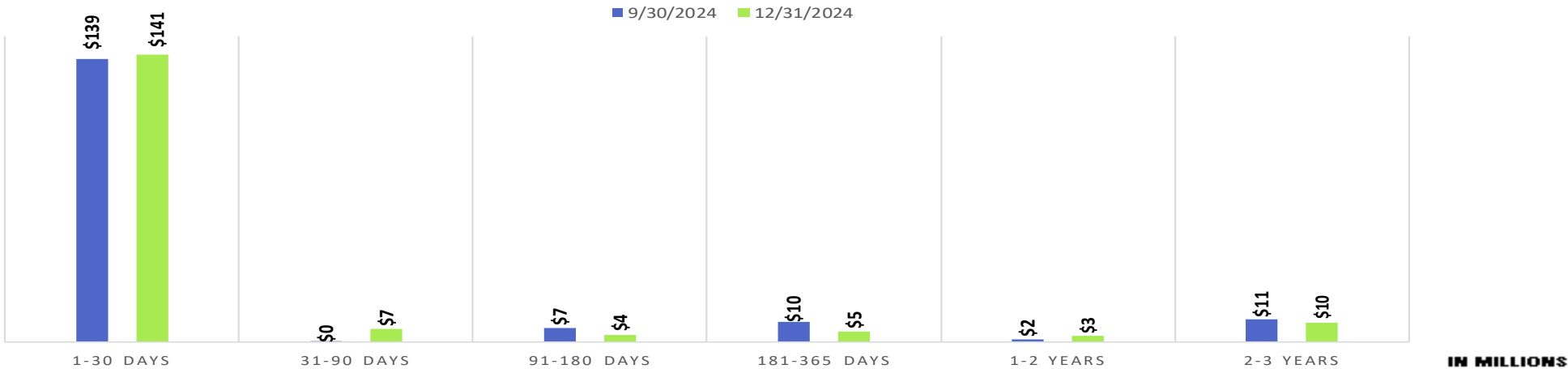
QUARTERLY INVESTMENT REPORT

September 30, 2024 - December 31, 2024

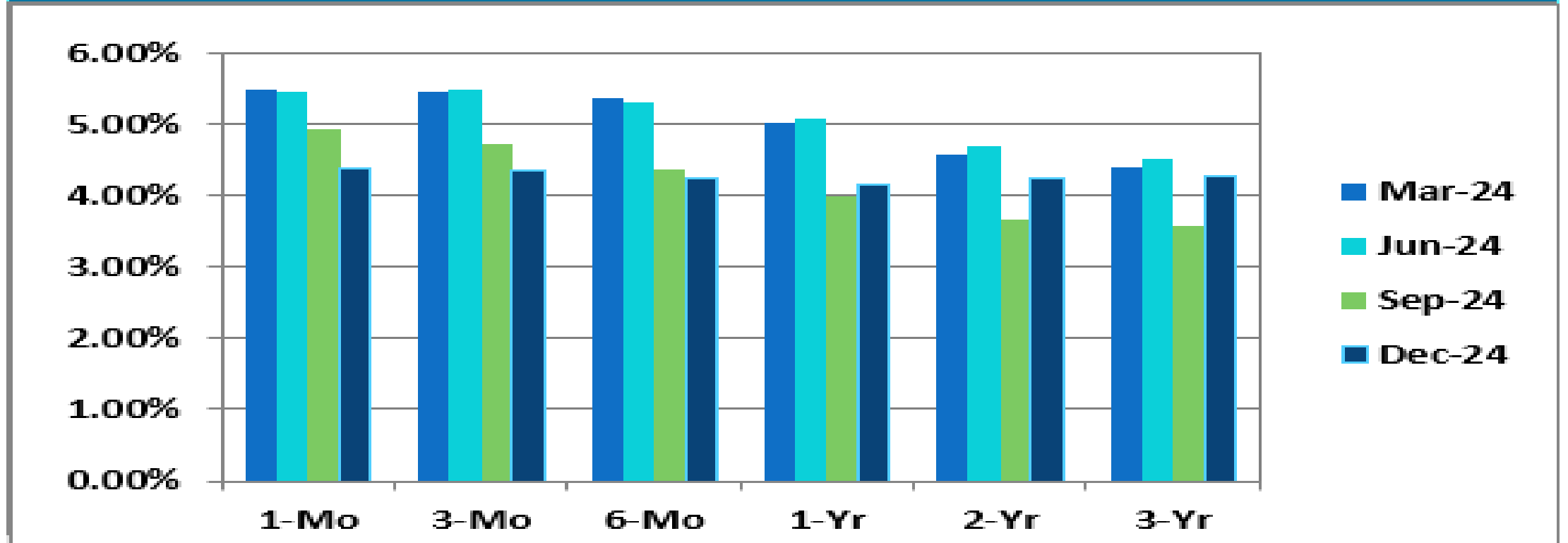
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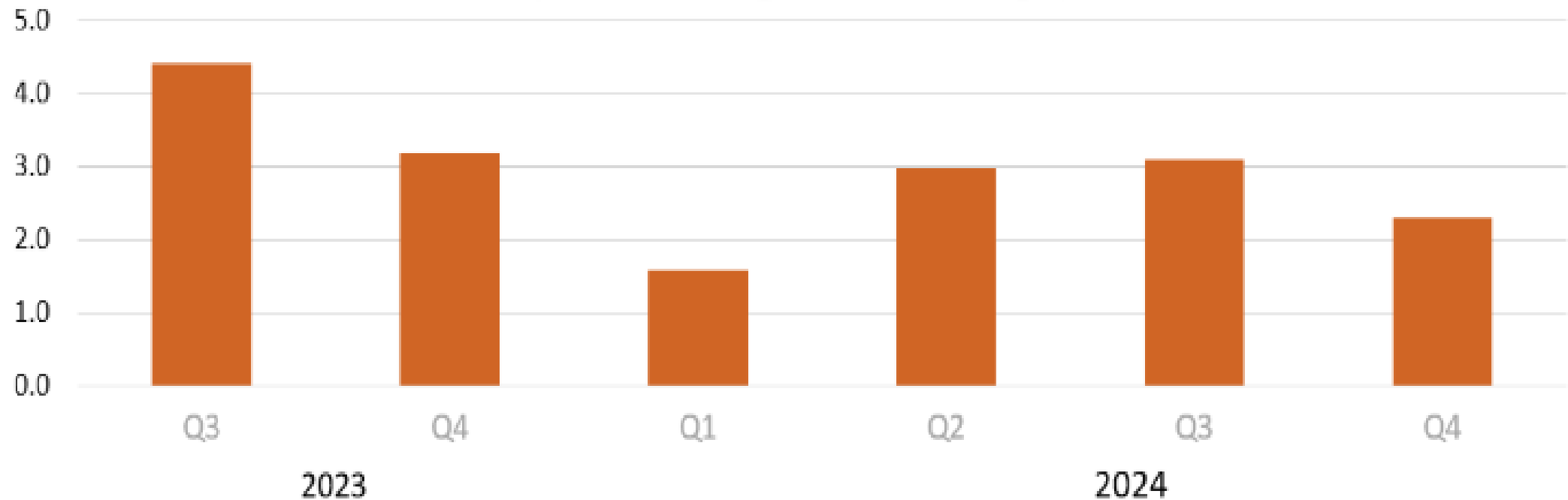
Portfolio Holdings



US Treasury Yields	1-Mo	3-Mo	6-Mo	1-Yr	2-Yr	3-Yr
Mar-24	5.49%	5.46%	5.38%	5.03%	4.59%	4.40%
Jun-24	5.47%	5.48%	5.33%	5.09%	4.71%	4.52%
Sep-24	4.93%	4.73%	4.38%	3.98%	3.66%	3.58%
Dec-24	4.40%	4.37%	4.24%	4.16%	4.25%	4.27%



Real GDP, Percent Change from Preceding Quarter



U.S. Bureau of Economic Analysis

Seasonally adjusted annual rates

3rd Quarter of 2024

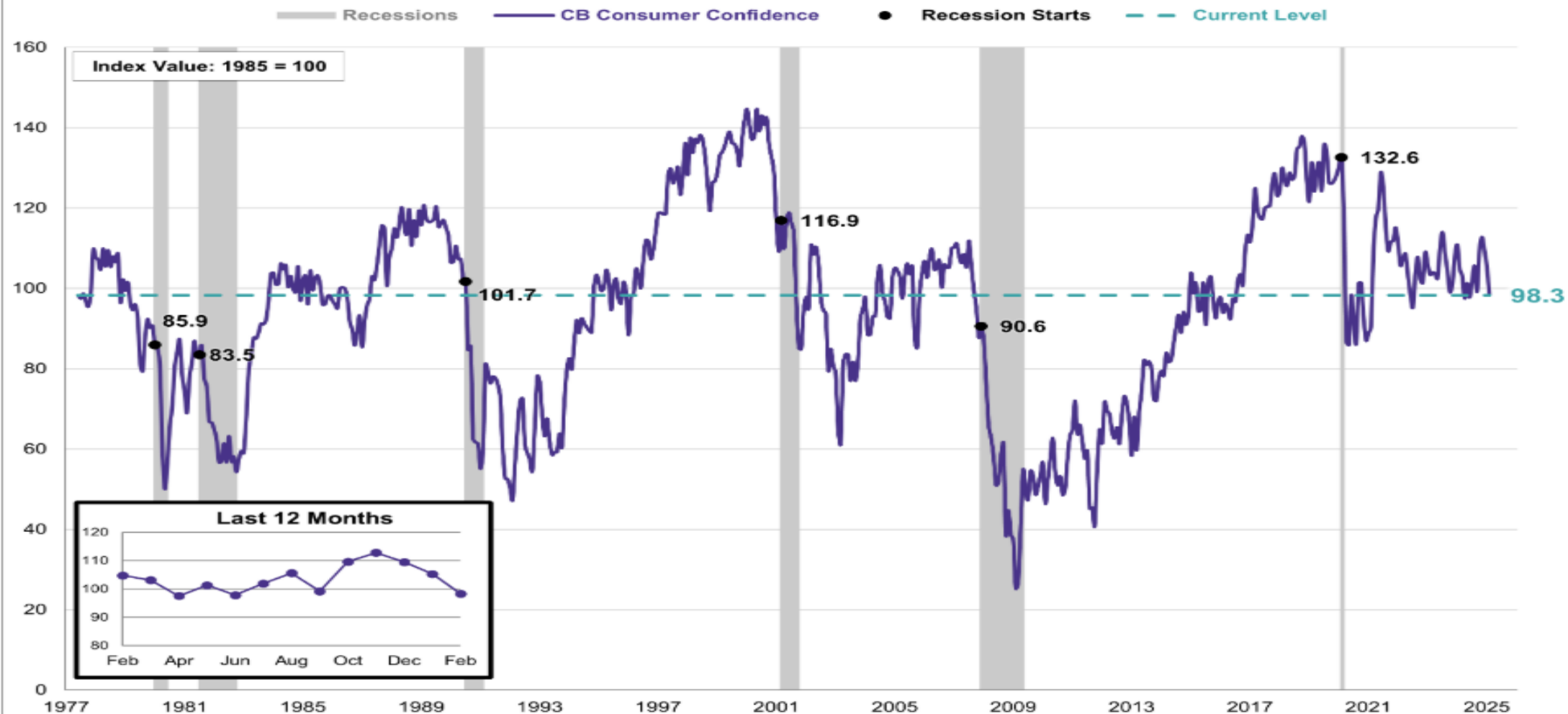
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4th Quarter of 2024

+2.3%*

*Real GDP increased at an annual rate of 2.3 percent in the 4th quarter of 2024, according to the "advance" estimate.

Conference Board Consumer Confidence Index



CITY COUNCIL MEMORANDUM

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: City Secretary

Subject: MINUTES

BACKGROUND

A Regular Meeting was held on February 24, 2025, at City Hall, and a Special Meeting on March 3, 2025 at the Senior Center.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommend the City Council approve the Minutes of February 24, 2025 and March 3, 2025.

ATTACHMENTS

Minutes of February 24, 2025 and March 3, 2025.

Attachments

[022425.pdf](#)

[030325.pdf](#)

MINUTES
HALTOM CITY COUNCIL MEETING
February 24, 2025

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on February 24, 2025, at 6:00 p.m. in the Council Chambers at City Hall, 4801 Haltom Road, Haltom City, Texas, 76117, with the following members present:

City Council:

Mayor An Truong
Dep Mayor PT (DMPT) Don Cooper
Council Place 2 Kyle Hantz
Council Place 3 Ollie Anderson

Mayor Pro Tem (MPT) Kyle Smith
Council Place 4 Scott Lindgren
Council Place 5 Troy Dunn
Council Place 6 Dana Coffman

Absent: None

Staff Present: Rex Phelps, City Manager (CM); Sidonna Foust, Assistant City Manager (ACM); Alicia Kreh, City Attorney (CA); Imelda B. Rodriguez, City Secretary (CS); Stormy Johnson, Finance Director (FD); Selina M. McBeth, Asst. Finance Director (AFD); Bryce Davis, Emergency Management Director (EMD); Cody Phillips, Police Chief (PC); Brian Jacobs, Fire Chief (FC); Christi Pruitt, Parks and Recreation Director (PRD); Glenna Batchelor, Planning and Community Development Director (PCDD); Janet Carver, Purchasing Agent (PC) and Greg Van Nieuwenhuize, Public Works Director (PWD).

Section 551.071 – Consultation with Attorney - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, open meetings, open records, code of ethics and conflicts of interest, sign regulations, intergovernmental correspondence, appointment process boards and commissions, and pending or contemplated litigation or a settlement offer for the following cases:

- Darrell Ford v. City of Haltom City
- Flynn v. Haltom City Economic Development Corporation
- Ponderosa Mobile Home Park

Section 551.072 –Real Property - Deliberation regarding the purchase, exchange, lease or value of real property, and property owned or leased by the City.

Section 551.074 – Personnel – Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

- Ethics Commission

Section 551.087 –Economic Development – Regarding financial or other incentives to a business prospect.

- Review and discuss items on the Regular Agenda of February 24, 2025

Mayor Truong called for an Executive Session at 6:01. The Executive Session ended at 6:40 p.m.

CALL TO ORDER – Mayor Truong called the meeting to order at 7:01 p.m.

INVOCATION & PLEDGE OF ALLEGIANCE – Council Member Dana Coffman

VISITORS/CITIZENS FORUM – None

ANNOUNCEMENTS/EVENTS – Displayed on a Scrolling Banner during executive session.

PROCLAMATION(S)/RECOGNITION AWARDS/PRESENTATION(S)

1. Proclamation - Representative Stephanie Klick

The Mayor presented a proclamation to Representative Klick for her public service and lasting impact on Haltom City.

EMPLOYEE SERVICE AWARDS

2. Christi Pruitt - 20 Years of Service

The City Manager and Mayor presented Mrs. Pruitt with a certificate for her years of service. She publicly thanked everyone and her family for their support.

REPORTS

3. Annual Comprehensive Financial Report (ACFR)

FD Johnson introduced the auditors presenting the report Auditors Mishal Majewski and Kent Willis from Pattillo, Brown & Hill, L.L.P., gave the Council a detailed description of the ACFR. Ms. Majewski stated that they issued an unmodified opinion briefing on what this meant.

CONSENT AGENDA

4. **MINUTES** - Consideration and/or action regarding the approval of the Minutes of February 10, 2025, Regular Meeting. (I. Rodriguez)

CM Hantz moved to approve minutes with corrections, second by CM Lindgren. ***The vote was unanimous. Motion carried.***

REGULAR AGENDA

ORDINANCE(S) AND RESOLUTION(S) - None

OTHER BUSINESS

5. **PROFESSIONAL SERVICES AGREEMENT** - Consideration and/or action to approve a professional services agreement with Graham Associates in the amount of \$148,190 for the design of infrastructure to support future development along the south side of Northern Cross Boulevard west of Old Denton Road. (G. Van Nieuwenhuize)

PWD Van Nieuwenhuize informed the City Council about the Professional Services Agreement. He recommended that the Council 1. Approve the proposal/agreement with Graham Associates in the amount of \$148,190.00 for the Civil Engineering and Surveying Services for a Northern Cross Boulevard Culvert, a Mutual Access Drive and Infrastructure Improvements; and 2. authorize the City Manager to execute the associated professional services proposal/agreement. In addition, recommending the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.

MPT Smith moved to approve item 5, seconded by CM Anderson. ***The vote was unanimous. Motion carried.***

6. **AWARD OF DEMOLITION CONTRACT** - Consideration and/or action to award the demolition contract for property located at 5024 Broadway Avenue (old city hall building) to Garrett Demolition in the amount of \$84,364.00. (J. Carver)

PA Carver informed the City Council about the demolition contract to award Garret Demolition. She recommended that the Council award the contract to Garrett Demolition in the amount of \$84,364.00. In addition, recommending that the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.

MPT Smith moved to approve item 6, seconded by DMPT Cooper. ***The vote was unanimous. Motion carried.***

CITY STAFF REPORTS

7. Emergency Notification System Update (B. Davis)

EMD Davis presented a detailed overview of the new **Inspiron Logistics Wireless Emergency Notification System (WENS)**, highlighting its features and functionality. He also addressed questions from the Council.

8. Upcoming City Events - (C. Pruitt)

PRD Pruitt provided the Council with an overview of upcoming city events, accompanied by a detailed event chart.

FUTURE AGENDA ITEMS

9. Consideration and/or action to approve items to be placed on future agendas.

None.

BOARDS/COMMISSIONS/COMMITTEES

10. **Resignations of Board/Commissions/Committee Members** – Consider approval of the resignations of Board/Commission/Committee Members.

None.

11. **Appointment/Reappointment to Boards/Commissions/Committees** – Consider approval regarding appointments to Boards/Commissions/Committees.

CM Hantz moved to appoint Lisa Mais to the Ethics Committee Place 2, seconded by MPT Smith. ***The vote was unanimous. Motion carried.***

DMPT Cooper moved to appoint April Knight to the Ethics Commission Place 7, seconded by MPT Smith. ***The vote was unanimous. Motion carried.***

CM Coffman moved to appoint Tandra Betts to the Ethics Commission Place 6, seconded by MPT Smith. ***The vote was unanimous. Motion carried.***

EXCUSED ABSENCE OF COUNCIL MEMBERS

12. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter. There were no absences.

None

EXECUTIVE SESSION

See Posting on Page One (1) of Agenda.

RECONVENED TO REGULAR SESSION

13. Take any action deemed necessary as a result of the Executive Session.

No action taken.

ADJOURNMENT

Mayor Truong adjourned the meeting at 7:48 p.m.

RESPECTFULLY SUBMITTED BY:

Imelda B. Rodriguez, City Secretary

APPROVED BY:

Dr. An Truong, Mayor

MINUTES
HALTOM CITY COUNCIL MEETING
March 3, 2025

A Joint Special Workshop Meeting by the Haltom City Council, Animal Advisory Committee, Audit Committee, Advisory Beautification and Revitalization Board, Crime Control and Prevention District Board, Civil Service Commission, Ethics Commission, Fire Services Board, Housing Authority, Library Board, Park and Recreation Board, Planning and Zoning Commission, Public Facility Corporation Board, TIRZ Board, and Zoning Board of Adjustment was held, Texas, on March 3, 2025, at 6:00 p.m. at the Senior Center, 3201 Friendly Lane, Haltom City, Texas, 76117, with the following members present:

City Council:

Mayor, An Truong; Mayor Pro Tem (MPT) Kyle Smith; Deputy Mayor Pro Tem (DMPT) Don Cooper; Council Place 4 Scott Lindgren; Council Place 2 Kyle Hantz; Council Place 5 Troy Dunn; Council Place 3 Ollie Anderson; Council Place 6 Dana Coffman

Boards/Commissions/Committees: Jana Kristofek; Layla Caraway; Suzanne Norris; Don LeMaster; Andree LeMaster; Walter M. Grow; Tandra Betts; Debbie Harris; Cecilia Long; Lin Thompson; Dario Juarez; Shellie Jones; Amy West; Melissa Black; Ella Patterson; Bethany Morris; Jim Sutton; Tom Holmes; John Woolley; Penny Clowers; Jeannine Nunn; Debbie Hardin; Stephen Tuckier; Donna Peterson; Josh Howard; Jena Shelton; Sissy Furrie; Keli Stallings; Kay Roemmich; Ilario Jimenez; Gary Tolbert; Carol Davis; Joe Freitas; Melissa McDaniel; Betty Porter; Terri Grizzelle; Denise Davenport Ford; Joel Beeson; Juanita Adams; Sandy Lottes; Jessica Quigly; Sandy Tork and Bette Bronstad

Staff Present: Rex Phelps, City Manager; Sidonna Foust, Assistant City Manager; Wayne Olsen and Alicia Kreh, City Attorneys; Imelda B. Rodriguez, City Secretary; Erika Gill, Library Director, Stormy Johnson, Finance Director; Brian Jacobs, Fire Chief; Christi Pruitt, Parks and Recreation Director; Glenna Batchelor, Planning and Community Development Director; Dave Klopfenstein, IT Director and Greg Van Nieuwenhuize, Public Works Director.

CALL TO ORDER – Mayor Truong called the meeting to order at 6:06 p.m.

1. Legal Training by City Attorney on Conducting Public Meetings.

City Attorneys Wayne Olson and Alicia Kren delivered a comprehensive presentation, providing in-depth insights and answering questions on key aspects of Haltom City Board and Commission Training. Their discussion covered the following essential topics:

- **Open Meetings Act** – Guidelines for transparency and compliance in public meetings.
- **Appointments and Boards/Commissions Rules** – Procedures for appointments and governance.
- **Meeting Procedures** – Best practices for conducting efficient and effective meetings.
- **Ethics and Conflicts of Interest** – Understanding ethical responsibilities and avoiding conflicts.
- **Public Information** – Ensuring accessibility and adherence to public records laws.

Providing valuable clarity and guidance to attendees, reinforcing the importance of legal and ethical governance in city operations.

VISITORS/CITIZENS FORUM – None

EXECUTIVE SESSION

Section 551.071 – Consultation with Attorney - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda.

ADJOURNMENT

Mayor Truong adjourned the meeting at 7:53 p.m.

RESPECTFULLY SUBMITTED BY:

Imelda B. Rodriguez, City Secretary

APPROVED BY:

Dr. An Truong, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: Finance

Subject: BUDGET CALENDAR

BACKGROUND

Each Budget year, the Finance Department prepares a Budget Calendar. The calendar serves as a tool for schedule planning, budget meetings, publication deadlines, and legal requirements. The calendar presented to you represents the upcoming meetings regarding budget planning.

FISCAL IMPACT

The budget calendar meets all legal requirements of the Local Government Code and the City Charter that would have a financial impact.

RECOMMENDATION

Staff recommends that the City Council approve the budget calendar for the Fiscal Year 2025- 2026.

ATTACHMENTS

Budget Calendar

Attachments

[Budget Calendar FY 2026.pdf](#)

BUDGET CALENDAR - FISCAL YEAR 2026

DATE	DONE BY	TYPE	TASK/ACTION
DEPARTMENT'S BUDGET (March - May)			
Thursday, April 3	All Dept's	Meeting-Departments	Budget Planning Meeting - City Manager meets with departments for individual departments budget
Wednesday, April 9 To Friday, April 11	All Dept's	Training	Munis Budget Training - The Finance Department will collaborate with budget owners to utilize Munis for entering, modifying, and submitting their budget.
Thursday, May 1	All Dept's	Deadline	All Below items due to Finance Dept: Fleet requests from Fleet Division IT requests (from all depts) Budgets, Decision Packages, Rate Changes, Revenue Estimates
Thursday, May 22	Finance	Deadline	City Manager's Working Copy due. A working draft of the line-item budget with Fund Summaries and Decision Packages are provided to the City Manager.
CITY MANAGER'S BUDGET (May - July)			
Thursday, May 8	All Dept's	Meeting-City Council	Strategic Planning w/ Mayor & City Council. Strategic Goals are set by City Council members.
Thursday, June 5	All Dept's	Special Meeting - Budget Workshop	Budget Draft: workshop with City Council to present departments decision packages and departmental goals/objectives
Monday, July 7	Finance	Publish	Publish Notice of Public Hearing for CCPD Budget. This hearing will be held by the CCPD Board (7/17/25 meeting). The Proposed CCPD budget is filled with City Secretary for review and inspection by the general public.
CITY COUNCIL'S BUDGET (July - September)			
Monday, July 14	Council	Regular Meeting	Preliminary Budget - Preliminary budget is presented by the City Manager to the City Council.
Thursday, July 17	CCPD	CCPD Board Meeting	CCPD Public Hearing - The CCPD conducts a public hearing on the proposed budget. The Board will adopt the budget after the hearing and forward it to the City Council for consideration.
Thursday, July 25	TAD	Tax Information Sent	Receive certified tax roll from TAD.
Thursday, August 7	Council	Special Meeting - Budget Workshop	Proposed Budget - Proposed budget is formally presented by the City Manager to the City Council. Council must also schedule public hearing date for adoption of the budget.
Friday, August 8	Finance	Publish	Proposed budget distributed to the City Council, filed with City Secretary office, and posted on the Haltom City website.
Monday, August 11	Council	Regular Meeting	At the Regular Council Meeting, the City Council will discuss the tax rate needed to support the Proposed Budget. If the Proposed tax rate will raise more revenue than the preceding year, the Council must vote on the proposed tax rate and schedule a Public Hearing. Council must also schedule the public hearings for the Proposed Budget CCPD Public Hearing - City Council conduct a public hearing to approve or reject the CCPD proposed budget. If rejected, the Council and CCPD Board must meet together to amend and approve the budget before the beginning of the fiscal year. Other documents to be approved include: <ul style="list-style-type: none">• Fee Schedule approved.• Waste Connection rate adjustment.
Wednesday, August 20	Finance	Publish	Deadline for publication of Public Hearing for proposed budget and tax rate.
Monday, August 25	Council	Regular Meeting	Other documents to be approved include: <ul style="list-style-type: none">• Authorized signatures designated.• Investment policy approved.
Tuesday, September 2	Council	Special Meeting	A Public Hearing will be held on the proposed budget and a Public Hearing on the proposed property tax rate. First reading of the budget appropriations tax rate, and other rate ordinances. The tax rate can be adopted the same night as the public hearing, But the tax increase vote cannot be held later than 7 days from the public hearing. The Council must "ratify" the property tax increase reflected in the budget when revenues raised are greater than the previous year. A vote on the adoption of the budget must be a record vote.
Monday, September 8	Council	Regular Meeting	Second reading of the Budget Appropriations, Tax Rate, and other Rate Ordinances. This must occur no sooner than three and no more than fourteen days from the September 2 meeting.

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: Public Works

Subject: PROFESSIONAL SERVICES AGREEMENT

BACKGROUND

The FY2025 Budget allocates funding for the reconstruction of Eastridge Drive between Broadway Avenue and NE 28th Street (the “Project”). As with other street reconstruction projects, the Project also includes the replacement of the underlying water mains, sanitary sewer mains and drainage facilities. The Project is approximately 5,400 lineal feet and will include the replacement of the bridge structure over Little Fossil Creek. The design (and construction) of the bridge over Little Fossil Creek will require coordination with the Federal Emergency Management Agency (FEMA) to ensure that properties along the creek are not adversely affected by the Project’s improvements.

It was previously discussed with the City Council that the City typically solicits firms to submit Statements of Qualifications (SOQs) through a Request for Qualifications (RFQ) process. SOQs are reviewed by a selection committee and firms are recommended for award based on several factors identified in each proposal (similar project experience, firm qualifications, quality of previous work, etc.). In certain applications, the RFQ process is beneficial for transparency and encourages interest among professional service companies wanting to work with the City of Haltom City. However, in many cases, the RFQ process can add 3 - 6 months to a project schedule. In the previous discussion with the City Council, the Council expressed a desire to shorten the amount of time between budget approval of a street project and the “start construction date” of the street. Because staff has previously used the RFQ process for about a dozen streets which are all currently under contract, the Council expressed a desire for staff to forgo the RFQ process and to determine an appropriate engineering firm for the Project (and the Midway Road Reconstruction Project discussed in the next agenda item). Consequently, staff proposes to begin project scoping negotiations with the following firm as noted below:

Eastridge Drive (Broadway Avenue to NE 28th Street):
Westwood Professional Services, Inc.
(estimated \$6,615,000 for design and construction)

Westwood Professional Services, Inc. is recommended based on current performance on similar street reconstruction projects.

The Project’s scope will be determined and engineering-related fees will be negotiated with Westwood Professional Services, Inc. and captured in a professional services agreement to be reviewed by the City Attorney. Staff will ultimately present the agreement for engineering services to the City Council for consideration before execution by the City Manager.

FISCAL IMPACT

The FY2025 Budget identifies the appropriate funding for these consultant services.

RECOMMENDATION

Staff recommends that the City Council authorize staff to proceed with the project scope and engineering-related fees negotiations with Westwood Professional Services, Inc., for the Eastridge Drive (Broadway Avenue to NE 28th Street) Reconstruction Project.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated Staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 10TH day of March 2025, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

ATTEST:

Dr. An Truong, Mayor

Imelda B. Rodriguez, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: Public Works

Subject: PROFESSIONAL SERVICES AGREEMENT

BACKGROUND

The FY2025 Budget allocates funding for the reconstruction of Midway Road between Belknap Street and the City Limits/Big Fossil Creek (the "Project"). As with other street reconstruction projects, the Project also includes the replacement of the underlying water mains, sanitary sewer mains and drainage facilities. The Project is approximately 10,600 lineal feet and it is anticipated that the bridge structure over Little Fossil Creek will not need to be replaced. However, if the bridge structure is determined to be inadequate, its design (and construction) will require coordination with the Federal Emergency Management Agency (FEMA) to ensure that properties along the creek are not adversely affected by the Project's improvements.

It was previously discussed with the City Council that the City typically solicits firms to submit Statements of Qualifications (SOQs) through a Request for Qualifications (RFQ) process. SOQs are reviewed by a selection committee and firms are recommended for award based on several factors identified in each proposal (similar project experience, firm qualifications, quality of previous work, etc.). In certain applications, the RFQ process is beneficial for transparency and encourages interest among professional service companies wanting to work with the City of Haltom City. However, in many cases, the RFQ process can add 3 - 6 months to a project schedule. In the previous discussion with the City Council, the Council expressed a desire to shorten the amount of time between budget approval of a street project and the "start construction date" of the street. Because staff has previously used the RFQ process for about a dozen streets which are all currently under contract, the Council expressed a desire for staff to forgo the RFQ process and to determine an appropriate engineering firm for the Project (and the Eastridge Drive Reconstruction Project discussed in the previous agenda item). Consequently, staff proposes to begin project scoping negotiations with the following firm as noted below:

Midway Road (Belknap Street to City limits/BFC):
Kimley-Horn and Associates, Inc.
(estimated \$15,515,000 for design and construction)

Kimley-Horn and Associates, Inc. is recommended based on current performance on similar street reconstruction projects.

The Project's scope will be determined and engineering-related fees will be negotiated with Kimley-Horn and Associates, Inc. and captured in a professional services agreement to be reviewed by the City Attorney. Staff will ultimately present the agreement for engineering services to the City Council for consideration before execution by the City Manager.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council authorize staff to proceed with the project scope and engineering-related fees negotiations with Kimley-Horn and Associates, Inc. for the Midway Road (Belknap Street to City Limits / Big Fossil Creek) Reconstruction Project.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated Staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 10TH day of March 2025, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

ATTEST:

Dr. An Truong, Mayor

Imelda B. Rodriguez, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: City Secretary

Subject: RESIGNATION OF
BOARDS/COMMISSIONS/COMMITTEES

BACKGROUND

The City Council will consider action regarding the resignations from Boards, Commissions, and Committees.

No resignations were submitted at the time of agenda packet.

FISCAL IMPACT

None.

RECOMMENDATION

None.

CITY COUNCIL MEMORANDUM

City Council Meeting: Monday, March 10, 2025, 6:00 PM

Department: City Secretary

Subject: APPOINTMENT(S)/REAPPOINTMENT(S) TO
BOARDS/COMMISSIONS/COMMITTEES

BACKGROUND

The City Council will consider action to appoint/reappoint board, commission, and committee members. Councilmembers and Mayor are to appoint or reappoint members for their corresponding places on boards, commissions, and committees. Appointments must have Notification of Recommendation prior to voting at the Council meeting.

Each new appointee will be notified to complete the Open Meetings Act within the required 90 days of appointment.

The following appointments/reappointments are due for Councilmembers:

- Animal Advisory Committee: Peggy Brown-Aguilar (reappoint), Dario Juarez (reappoint).
- Beautification: Place 3 - Ella Patterson (reappoint)
- Planning and Zoning: Place 6 – Keli Stallings (reappoint).

The following appointments/re-appointments are due for Mayor:

- Beautification – Place 8 (vacant)
- Civil Service Commission – Place 4 (Vacant), Alternate 2 (Vacant)
- Planning & Zoning (P&Z): Alternate 2 (vacant)
- Zoning Board of Adjustments (ZBA): Alternate 1 (vacant)
- Ethic Commission – Alternates 2 (vacant)

FISCAL IMPACT

None

RECOMMENDATION

1. The following appointments have posted on the agenda to be discussed by the Council:

None

2. We have the following appointees who have not submitted their Open Meetings Act certification and have less than 30 days to complete:

None

ATTACHMENTS

Appointment Applications Received: Thomas Holmes, 2024; Tommie Martin, 2024; Ariel Olivencia, 2024; Barbi Clark, 2024; AnaMaria DeYoung, 2024; Sarah Ocampo, 2024.

Reappointment Applications Received:

Andree LeMaster– Beautification Board, Place 1.