

City of Euless



Euless Development Corporation Preliminary Annual Operating Budget Fiscal Year Ending September 30, 2021

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August 5, 2020

To Members of the Euless Development Corporation Board:

Mayor Linda Martin
Council Member Tim Stinneford
Mayor Pro Tem Jeremy Tompkins
Council Member Eddie Price
Citizen Member Sonja Adams
Citizen Member Jason Turner
Citizen Member Carmen Deithloff

Attached is the Euless Development Corporation's (EDC) Fiscal Year 2020-21 Proposed Budget. The EDC budget is funded by a half-cent (1/2¢) sales tax as permitted by Local Government Code and approved by citizens on January 16, 1993. Authorized expenditures include parks, library, and economic development.

The EDC Operating Budget is projected to end Fiscal Year 2019-20 with a fund balance of \$1,934,021, which is almost \$200K higher than originally estimated. Due to the effects of the COVID-19 pandemic on the economy, sales tax collections are projected to end the fiscal year down 15% from budget. In response, budget cuts were made that resulted in a decrease in expenditures of 12% and \$424K of capital purchases have been roll forward into the new budget year.

Proposed revenues for Fiscal Year 2020-21 are \$4,985,335 which includes sales tax receipts, interest earnings, and miscellaneous revenue. Due to COVID-19, sales tax revenue projections are expected to drop 10% from the current year budget and interest income is expected to decrease significantly due to the economy and near zero interest rates.

Proposed operating expenses are \$4,671,893 which is a decrease of 1% from the current budget. The proposed budget includes salary and benefits for current personnel, however, two currently vacant positions will be left unfilled until economic conditions improve. The budget reflects a decrease in debt service and increases primarily for library materials and building maintenance. Incentives/rebates decreased due to the downward trend in sales tax collections.

Capital requests include funding to address needed renovations of EDC facilities including the temporary library and continued funding for miscellaneous park improvements.

The projected ending fund balance for Fiscal Year 2020-21 of \$1,452,706 exceeds 60 days of working capital which is \$767,982.

The City's Fiscal Year 2020-21 Capital Improvements Plan includes \$200,000 to replenish the miscellaneous park improvements project and \$25,000 for irrigation and incentive projects respectively. Current projects including Carr Park, Texas Star Sports Complex Phase VII and the Library remodel will continue until completed.

The Debt Reserve Fund is required to maintain an amount equal to the maximum annual debt service. Funds are budgeted from the Operating Fund from the current year to cover reserve requirements for the sale of the 2019 EDC Sales Tax Revenue Bonds.

The Debt Service Fund proposes a budget sufficient to cover the FY2020-21 required annual payments.

We respectfully submit the Fiscal Year 2020-21 budget for your consideration.

Please feel free to call if you have any questions or concerns.

Sincerely,



Loretta Getchell
City Manager

**EULESS DEVELOPMENT CORPORATION
PROPOSED OPERATING BUDGET
FISCAL YEAR 2020-21**

	Actual FY 19	Budget FY 20	Estimated FY 20	Proposed FY 21	FY20 Budget to FY 21 Proposed \$ Diff	% Diff.
Beginning Fund Balance	\$ 2,455,377	\$ 3,352,724	\$ 3,352,724	\$ 1,934,021		
Revenues:						
Sales Tax Collections	\$ 5,356,697	\$ 5,446,384	\$ 4,636,717	\$ 4,901,755	\$ (544,629)	(10%)
Transfer from EDC Debt Reserve	\$ 916	\$ 4,000	\$ 4,000	\$ -	\$ (4,000)	(100%)
Interest Income	\$ 40,420	\$ 20,000	\$ 31,507	\$ 10,000	\$ (10,000)	(50%)
Other Revenue	\$ 77,315	\$ 73,580	\$ 73,580	\$ 73,580	\$ -	0%
Total Revenues	\$ 5,475,348	\$ 5,543,964	\$ 4,745,804	\$ 4,985,335	\$ (558,629)	(10%)
Expenditures:						
<u>PARKS</u>						
Personnel	\$ (1,414,411)	\$ (1,611,064)	\$ (1,191,974)	\$ (1,602,240)	\$ (8,824)	(1%)
Supplies / Maintenance	\$ (110,743)	\$ (133,830)	\$ (128,830)	\$ (133,830)	\$ -	0%
Advertising	\$ -	\$ (1,000)	\$ -	\$ -	\$ (1,000)	(100%)
Contingencies	\$ (11,848)	\$ (15,000)	\$ (9,600)	\$ (20,000)	\$ 5,000	33%
Utilities	\$ (225,606)	\$ (288,000)	\$ (288,000)	\$ (288,000)	\$ -	0%
Transfer to CIP - Irrigation	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ -	0%
Equipment Replacement	\$ (5,500)	\$ (59,786)	\$ (59,786)	\$ (59,117)	\$ (669)	(1%)
Mowing Contract / Flower Bed Contract	\$ (124,390)	\$ (125,000)	\$ (86,308)	\$ (125,000)	\$ -	0%
Parks Subtotal	\$ (1,892,498)	\$ (2,258,680)	\$ (1,789,498)	\$ (2,253,187)	\$ (5,493)	(0%)
<u>LIBRARY</u>						
Personnel	\$ (567,863)	\$ (975,288)	\$ (874,197)	\$ (942,180)	\$ (33,108)	(3%)
Supplies / Maintenance / Promotions	\$ (29,661)	\$ (46,000)	\$ (46,000)	\$ (46,000)	\$ -	0%
Library Materials	\$ (241,078)	\$ (300,000)	\$ (300,000)	\$ (320,000)	\$ 20,000	7%
Library Subtotal	\$ (838,602)	\$ (1,321,288)	\$ (1,220,197)	\$ (1,308,180)	\$ (13,108)	(1%)
<u>ECONOMIC DEVELOPMENT</u>						
Personnel	\$ (164,985)	\$ (166,067)	\$ (166,067)	\$ (170,560)	\$ 4,493	3%
Supplies and Miscellaneous	\$ -	\$ (2,800)	\$ (2,800)	\$ (2,800)	\$ -	0%
Advertising and Promotions	\$ (4,786)	\$ (7,500)	\$ (7,500)	\$ (7,500)	\$ -	0%
Professional Services	\$ (28,938)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ -	0%
Transfer to CIP - Incentives	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ -	0%
Contingencies	\$ -	\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ -	0%
Economic Development Subtotal	\$ (223,709)	\$ (233,367)	\$ (233,367)	\$ (237,860)	\$ 4,493	2%
<u>OTHER</u>						
Debt Serv. / Bank Charges / Audit	\$ (125,763)	\$ (449,264)	\$ (449,264)	\$ (408,960)	\$ (40,304)	(9%)
Building Maintenance	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (50,000)	\$ 20,000	67%
Contingencies	\$ (19,811)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ -	0%
Transfer to CIP - Contingency	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	0%
Rebate / Incentives	\$ (365,417)	\$ (371,563)	\$ (371,563)	\$ (363,706)	\$ (7,857)	(2%)
Other Subtotal	\$ (565,991)	\$ (900,827)	\$ (900,827)	\$ (872,666)	\$ (28,161)	(3%)
Total Operating Expenditures	\$ (3,520,800)	\$ (4,714,162)	\$ (4,143,889)	\$ (4,671,893)	\$ (42,269)	(1%)
Excess Revenue over Expenditures	\$ 1,954,548	\$ 829,802	\$ 601,915	\$ 313,442		
<u>CAPITAL</u>						
Capital Expenditures	\$ (1,057,201)	\$ (2,448,109)	\$ (2,020,618)	\$ (794,757)		
Total Expenditures	\$ (4,578,001)	\$ (7,162,271)	\$ (6,164,507)	\$ (5,466,650)		
Ending Fund Balance	\$ 3,352,724	\$ 1,734,417	\$ 1,934,021	\$ 1,452,706		
Recommended Reserve Level *	\$ 578,762	\$ 774,931	\$ 774,931	\$ 767,982		
Excess Reserves				\$ 684,724		

* Based on 60 days of working capital.

**EULESS DEVELOPMENT CORPORATION
PROPOSED CAPITAL REQUEST
FISCAL YEAR 2020-21**

PROJECT DESCRIPTION

FY2020 Capital Carryover

Art	\$ 415,132
Transfer to EDC Debt Reserve	\$ 9,625
FY2020 Capital Carryover	\$ 424,757

FY2021 Recommended Capital

Building Remodel - Economic Development	\$ 70,000
Temporary Library Bldg. Remodel - Economic Development	\$ 100,000
Transfer to EDC CIP for Misc. Park Improvements	\$ 200,000
Total FY2021 Capital Expenditures	\$ 370,000

Total Capital Expenditures	\$ 794,757
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**EULESS DEVELOPMENT CORPORATION
PROPOSED CAPITAL PROJECTS FUND
FISCAL YEAR 2020-21**

	Actual FY 19	Amended Budget FY 20 [^]	Estimated FY 20	Proposed FY 21
Beginning Fund Balance	\$ 2,360,306	\$ 1,338,183	\$ 1,338,183	\$ 90,494
Revenues:				
Transfer from EDC Operating Fund	\$ 847,493	\$ 250,000	\$ 250,000	\$ 250,000
Bond Proceeds	\$ 1,674,041	\$ 4,379,810	\$ 4,358,215	\$ -
Interest Income	\$ 82,892	\$ -	\$ 11,604	\$ -
Total Revenue	\$ 2,604,426	\$ 4,629,810	\$ 4,619,819	\$ 250,000
Expenditures: *				
<u>PARKS</u>				
Irrigation	\$ (32,142)	\$ (67,528)	\$ (67,528)	\$ (25,000)
Misc. Park Improvements	\$ (60,310)	\$ (242,719)	\$ (242,719)	\$ (200,000)
Carr Park Improvements	\$ (1,033,837)	\$ (666,598)	\$ (666,598)	\$ -
Texas Star Sports Complex Phase VII Design	\$ (15,694)	\$ (134,306)	\$ (134,306)	\$ -
Texas Star Sports Complex Phase VII Construction	\$ -	\$ (4,379,810)	\$ (4,379,810)	\$ -
Parks Subtotal	\$ (1,141,983)	\$ (5,490,961)	\$ (5,490,961)	\$ (225,000)
<u>LIBRARY</u>				
Library Design	\$ (54,224)	\$ (7,184)	\$ (7,184)	\$ -
Library Renovations	\$ (2,400,000)	\$ -	\$ -	\$ -
Library Subtotal	\$ (2,454,224)	\$ (7,184)	\$ (7,184)	\$ -
<u>ECONOMIC DEVELOPMENT</u>				
Incentives	\$ -	\$ (74,705)	\$ (74,705)	\$ (25,000)
Contingencies	\$ (30,342)	\$ (294,658)	\$ (294,658)	\$ -
Economic Development Subtotal	\$ (30,342)	\$ (369,363)	\$ (369,363)	\$ (25,000)
Total Expenditures	\$ (3,626,549)	\$ (5,867,508)	\$ (5,867,508)	\$ (250,000)
Excess (Deficiency) of Revenues over Expenditures	\$ (1,022,123)	\$ (1,237,698)	\$ (1,247,689)	\$ -
Ending Fund Balance	\$ 1,338,183	\$ 100,485	\$ 90,494	\$ 90,494

* Any remaining (i.e. unspent) funds at the end of the fiscal year will roll into the subsequent fiscal year until the project is closed.

[^] See details to FY 20 Capital Projects Fund Budget on page 24.

**EULESS DEVELOPMENT CORPORATION
PROPOSED DEBT RESERVE FUND
FISCAL YEAR 2020-21**

	Actual FY 19	Budget FY 20	Estimated FY 20	Proposed FY 21
Beginning Fund Balance	\$ 98,592	\$ 160,679	\$ 160,679	\$ 391,500
Revenues:				
Transfer from EDC Operations	\$ 102,959	\$ 321,412	\$ 230,821	\$ 9,625
Interest Income	\$ 916	\$ 700	\$ -	\$ -
Total Revenue	\$ 103,875	\$ 322,112	\$ 230,821	\$ 9,625
Expenditures:				
Transfer to EDC Debt Service	\$ (40,872)	\$ -	\$ -	\$ -
Transfer to EDC Operations	\$ (916)	\$ (700)	\$ -	\$ -
Total Expenditures	\$ (41,788)	\$ (700)	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 62,087	\$ 321,412	\$ 230,821	\$ 9,625
Ending Fund Balance	\$ 160,679	\$ 482,091	\$ 391,500	\$ 401,125

Note: The required debt reserve for Fiscal Year 2020-21 is estimated to be \$401,125.

**EULESS DEVELOPMENT CORPORATION
PROPOSED DEBT SERVICE FUND
FISCAL YEAR 2020-21**

	Actual FY 19	Budget FY 20	Estimated FY 20	Proposed FY 21
Beginning Fund Balance	\$ 2,280	\$ 2,310	\$ 2,310	\$ 2,310
Revenues:				
Transfer from EDC Operating	\$ 119,563	\$ 442,664	\$ 442,664	\$ 394,605
Transfer from EDC Debt Reserve	\$ 40,872	\$ -	\$ -	\$ -
Interest Income	\$ 30	\$ -	\$ -	\$ -
Total Revenue	\$ 160,465	\$ 442,664	\$ 442,664	\$ 394,605
Expenditures:				
Debt Service	\$ (160,435)	\$ (442,664)	\$ (442,664)	\$ (394,605)
Total Expenditures	\$ (160,435)	\$ (442,664)	\$ (442,664)	\$ (394,605)
Excess (Deficiency) of Revenues over Expenditures	\$ 30	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 2,310	\$ 2,310	\$ 2,310	\$ 2,310

Personnel Counts

FULL-TIME	ACTUAL FY 19	BUDGETED FY 20	ESTIMATED FY 20	PROPOSED FY 21
EDC - PARKS	13.25	13.25	13.25	13.25
EDC - LIBRARY	10.00	10.00	10.00	10.00
EDC - ECO. DEV.	1.00	1.00	1.00	1.00
TOTAL EDC FUND	24.25	24.25	24.25	24.25

PART-TIME				
EDC - PARKS	8.00	8.00	8.00	8.00
EDC - LIBRARY	9.00	9.00	9.00	9.00
TOTAL EDC FUND	17.00	17.00	17.00	17.00

Excludes lifeguards at Aquatics Center

Supplemental Budgetary Information

Fiscal Year Ending September 30, 2021



Capital Improvements Plan Projects

City of Euless Capital Project Request

Department: COMMUNITY SERVICES	Date Prepared: April 24, 2018
Submitted By: RAY MCDONALD	Date Completed:
Project Title: TEXAS STAR SPORTS COMPLEX PHASE VII	
Project Type: PARK/RECREATION	Sub-Type: TSSC IMPROVEMENTS
Project CODE: AC1901	Priority: A
<p>COUNCIL AUTHORIZATION:</p> <p>August 14, 2018: Ratified the Euless Development Corporation (EDC) action taken on August 13, 2018, approving EDC Resolution No. 21-18, declaring a project for improvements at the Parks at Texas Star including Softball Facilities.</p> <p>October 23, 2018: Ratified the Euless Development Corporation action taken on October 23, 2018, authorizing the Euless Development Corporation President to negotiate and execute an Architectural Services Contract with Oxley Williams Tharp Architects for the planning and design of Texas Star Sports Complex Phase VII (Softball World).</p> <p>November 12, 2019: Approved all matters incident and related to the issuance and sale of "Euless Development Corporation Sales Tax Revenue Bonds, Series 2019," including the adoption of Resolution No. 19-1559.</p> <p>March 24, 2020: Authorized the purchase and installation of sports turf at the Parks at Texas Star Phase VII from GeoSurfaces, Inc. through the TIPS Interlocal Purchasing System (TIPS #170205) in the amount of \$681,200, as well as the purchase and installation of an LED Retrofit lighting system from GeoSport Lighting Systems, LLC. through the TIPS Interlocal Purchasing System (TIPS #18120601) in the amount of 434,700.</p> <p>April 28, 2020: Approved award of Bid No. 007-20 for the purchase and installation of outfield fence and backstop wall padding for the Parks at Texas Star Phase VII to Sports Graphics, Inc. The estimated expenditure is \$188,000.</p>	
<p>RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:</p> <p>The Texas Star Sports Complex Phase VII includes renovating the existing infields with synthetic turf, renovating the existing concession/restroom building, building new offices for staff, and upgrading the existing lighting from metal-halide to LED. With the growing number of participants in youth baseball, renovating the existing infields with synthetic turf will allow staff the opportunity to expand existing leagues as well as programming for additional leagues in adult softball. Synthetic turf infields will also substantially reduce the number of rain outs which results in lost revenue. The addition of this phase will ensure that the Texas Star Sports Complex remains the premier sports facility for amateur athletics for many years to come.</p>	
<p>PROJECT DESCRIPTION:</p> <p>The planning, design, and construction for Texas Star Sports Complex Phase VII. The project scope includes renovating the existing infields with synthetic turf, renovating the existing facility to meet current ADA standards, renovating the existing restroom/concession building, creating new office space for staff, and upgrading the lighting system to LED.</p>	
<p>PROJECT SCHEDULE:</p> <p>Began Design: January 2019 Design Complete: May 2020 Anticipate Begin Construction: July 2020 Anticipate Construction Complete: January 2021</p>	
<p>JUSTIFICATION:</p> <p>With the completion of Phase VII, the new infields will increase programming opportunities as well as substantially reduce the number of rain outs.</p>	

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:	
<u>Direct Operating Cost</u>		Planning and Design	\$150,000
Personnel:	Full Time	Construction	\$3,916,970
	Part Time	Contingency	\$312,840
Total Salary	\$0	Debt Issuance Cost	\$150,000
Purchase of Services	\$0		
Materials & Supplies			
Utilities			
Average Debt Service	\$279,000		
Subtotal:	\$279,000	Total Estimated Capital Cost	\$4,529,810
<u>Maintenance Costs</u>		FUNDING SOURCE:	
		Transfer from:	
		EDC Operating Fund	\$150,000
		2019 EDC Revenue Bonds	\$4,358,215
		Interest Earnings	\$20,810
	\$0	Estimated Interest Earnings	\$785
Subtotal:	\$0		
Total Estimated Annual Cost	\$279,000	Total Funding	\$4,529,810

CURRENT STATUS

PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Planning and Design	\$150,000	\$96,269	\$53,731	64%
Construction	\$3,916,970	\$403,400	\$3,513,570	10%
Contingency	\$312,840	\$0	\$312,840	0%
Debt Issuance Cost	\$150,000	\$128,405	\$21,595	86%
TOTAL PROJECT	\$4,529,810	\$628,074	\$3,901,736	14%

City of Euless Capital Project Request

Department:	ECONOMIC DEVELOPMENT	Date Prepared:	July 26, 1999
Submitted By:	BILL RIDGWAY	Date Completed:	
Project Title:	EULESS DEVELOPMENT CORPORATION INCENTIVE		
Project Type:	EDC	Sub-Type:	DEVELOPMENT
Project Code:	DV9901	Priority:	A
COUNCIL AUTHORIZATION:			
<p>March 27, 2001: Approved transfer of \$325,000 to North Main Street for right-of-way to free up funds for a sign program.</p> <p>May 30, 2006: Approved payment to Professional Turf Products, Inc. in the amount of \$300,000 per agreement.</p> <p>April 24, 2012: Ratified Euless Development Corporation (EDC) action taken on April 23, 2012, to approve the first amendment to the lease and incentive agreement by and between the EDC, the City of Euless and U.S. Concrete, Inc. and its subsidiary Redi-Mix, L.L.C., and authorizing the President to make the modification and execute such amendment. The agreement called for a \$150,000 incentive payment upon the successful relocation of the US Concrete corporate headquarters to Euless.</p> <p>December 12, 2017: Approved the EDC projects and actions taken by the EDC Board of Directors on December 12, 2017 which included authorizing the President to negotiate and execute conveyance documents for the purchase of property located at 411 North Main Street.</p>			
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:			
PROJECT DESCRIPTION:			
Euless Development Corporation funds that have been set aside to aid the City of Euless in attracting development opportunities.			
PROJECT SCHEDULE:			
JUSTIFICATION:			
Funding this project would enable the City to act quickly on development opportunities that arise throughout the year.			

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:		
<u>Direct Operating Cost</u>		Will be based on the merits of each opportunity.		
Personnel:	Full Time			
	Part Time	\$0		
Total Salary		\$0		
Purchase of Services				
Materials & Supplies				
Utilities				
		\$0		
Subtotal:		\$0		
<u>Maintenance Costs</u>		Total Estimated Capital Cost		
		Funding Source:		
		Transfer from:		
		EDC CIP Fund Balance		\$1,338,454
		EDC Operating Fund		\$625,000
		ED1002 - EDC Contingency		\$250,000
Subtotal:		Transfer to FS#2 & N Main		(\$787,600)
		Additional Funding Needed:		
		EDC Operating Fund		\$25,000
Total Estimated Annual Cost		Total Funding		\$1,450,854
		\$0		
CURRENT STATUS				
PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Economic Development Incentives	\$1,450,000	\$1,350,295	\$99,705	93%
Irrigation Supplies	\$854	\$853	\$1	100%
TOTAL PROJECT	\$1,450,854	\$1,351,148	\$99,706	93%

City of Euless Capital Project Request

Department:	ECONOMIC DEVELOPMENT	Date Prepared:	Sept 30,2010
Submitted By:	GARY MCKAMIE	Date Completed:	
Project Title:	EDC CONTINGENCY		
Project Type:	EDC	Sub-Type:	MISCELLANEOUS
Project Code:	ED1002	Priority:	A
COUNCIL AUTHORIZATION: May 14,2019: Ratified the Euless Development Corporation (EDC) action taken on May 13, 2019, authorizing the expenditure of funds for the demolition of Wilshire Pool.			
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:			
PROJECT DESCRIPTION: To provide funding for emergencies or unforeseen projects that arise throughout the year.			
PROJECT SCHEDULE:			
JUSTIFICATION: This would enable the City to act quickly on emergency or unforeseen projects. Without funding, these types of projects would have to wait until the next budget cycle which could increase costs or impede economic development opportunities.			

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:		
Direct Operating Cost		Contingency		\$325,000
Personnel:	Full Time			
	Part Time	\$0		
Total Salary		\$0		
Purchase of Services				
Materials & Supplies				
Utilities				
		\$0		
Subtotal:		\$0	Total Estimated Capital Cost	\$325,000
<u>Maintenance Costs</u>			Funding Source:	
			Transfer from:	
			EDC Operating/CIP Fund	\$357,493
			AC1601 - TSSC Phase V	\$64,586
		\$0	ED1401 - Planning Consultants	\$152,921
Subtotal:		\$0	DV9901 - EDC Incentive Funds	(\$250,000)
Total Estimated Annual Cost		\$0	Total Funding	\$325,000
CURRENT STATUS				
PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Contingency	\$325,000	\$68,772	\$256,228	21%
TOTAL PROJECT	\$325,000	\$68,772	\$256,228	21%

City of Euless Capital Project Request

Department:	FLEET & FACILITY OPERATIONS	Date Prepared:	April 01,2013
Submitted By:	KYLE MCADAMS	Date Completed:	
Project Title:	LIBRARY REMODEL		
Project Type:	FACILITIES	Sub-Type:	REMODEL
Project Code:	FM1708	Priority:	A
COUNCIL AUTHORIZATION:			
<p>February 14, 2017: Authorized the City Manager to negotiate and execute an Architectural Services Contract with Oxley Williams Tharp Architects for the planning and design of the remodel of the Library building. The estimated expenditure is \$95,000 (Schematic and Development Design Phase Only).</p> <p>August 15, 2017: Ratified the EDC action taken on August 14, 2017, approving EDC Resolution No. 18-17 to provide for the expenditure of funds for a project involving the remodeling of the Euless Public Library.</p> <p>October 10, 2017: Authorized the City Manager to negotiate and execute an Architectural Services Contract with Oxley Williams Tharp Architects for the construction documents development, bidding and negotiation, and contract administration phases of the remodel of the Library building. The estimated expenditure is \$172,250.</p> <p>November 13,2018: Awarded Bid No. 009-18 to JC Commercial for the remodel of the Mary Lib Saleh Euless Public Library for an estimated expenditure of \$6,360,000.</p> <p>November 26, 2019: Approved Ordinance 2236 which authorized an additional \$150,000 for construction from Car Rental Tax Fund.</p> <p>December 17, 2019: Authorized the purchase of seating, tables, lounge, office furniture, and installation services from KI, Inc. for the library remodel project under the National Joint Purchasing Alliance (NJPA) Contract No. 031715-KII. The estimated expenditure is \$459,635.</p>			
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:			
PROJECT DESCRIPTION:			
<p>The library facility remodel project scope includes the following: planning and design, reconfiguration of the general interior layout, replacement of the chilled water HVAC system, replacement of furnishings, updating overall facility decor, lighting upgrades, and electrical work.</p>			
PROJECT SCHEDULE:			
Began Design: March 2017		Award Bid: October 2018	
Design Complete: August 2017		Began Construction: December 2018	
Bid Project: July/September 2018		Anticipate Construction Complete: July 2020	
JUSTIFICATION:			
<p>The Library was constructed in 1996, pre-internet and pre-digital age. Electrical plugs and data ports are currently in limited areas but are needed throughout the building to provide increased access to computers and technology. Patrons are requesting more space for quiet study, group study, and collaboration. The Young Adult/ Teen collection is one of the highest circulation and this group needs a space in the Library.</p>			

City of Euless Capital Project Request

Department:	COMMUNITY SERVICES	Date Prepared:	March 23,2004
Submitted By:	RAY MCDONALD	Date Completed:	
Project Title:	MISCELLANEOUS PARK IMPROVEMENTS		
Project Type:	EDC	Sub-Type:	PARKS
Project Code:	PR0720	Priority:	A
COUNCIL AUTHORIZATION:			
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:			
The adopted Parks Master Plan recommends funding for system-wide park facilities and amenities upgrades.			
PROJECT DESCRIPTION:			
The project provides funding for the upgrade and modernization of City parks to include replacement of aged structures such as pavilions, picnic tables, gazebos, signs, safety components, and other park amenities including the addition of a gazebo on Main Street. Park infrastructure and structure painting are included in the scope of the project. Additionally, the project encompasses the installation of trail lighting along the Trails of Euless similar to the lighting installed along the trail through Midway Park. Trailwood Park, Bob Eden Trail, The Preserve at McCormick Park, The Villages of Bear Creek Park, and Heritage Park would also benefit from trail lighting.			
PROJECT SCHEDULE:			
JUSTIFICATION:			
Pursuant to the recommendations in the Parks Master Plan, park accessibility should be in compliance with the Americans with Disabilities Act. The existing equipment in many park areas is becoming aged and will require refurbishment or replacement in the near term. Additionally, park infrastructure should be maintained at a level that meets citizen expectations.			

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:		
Direct Operating Cost		Fixtures, landscaping, lighting, & other park and infrastructure improvements		
Personnel:	Full Time	\$0		
	Part Time	\$0		
Total Salary		\$0		
Purchase of Services			(Minimum balance \$100,000)	
Materials & Supplies				
Utilities				
		\$0		
Subtotal:		\$0	Total Estimated Capital Cost	
<u>Maintenance Costs</u>		Funding Source:		
		Transfer from:		
		EDC Operating Fund	\$1,075,000	
		Developer Contribution (TRA)	\$10,500	
		\$0 ES0283 & ES1901	\$32,753	
Subtotal:		\$0	Additional Funding Needed:	
Annual expense	\$109,239		Transfer from:	
			EDC Operating Fund	\$200,000
Total Estimated Annual Cost	\$109,239	Total Funding	\$1,318,253	
CURRENT STATUS				
PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Park Furnishings	\$1,115,848	\$769,660	346,188	69%
Landscaping	\$55,942	\$42,021	13,921	75%
Contingency	\$58,540	\$57,702	838	99%
Park Lighting	\$10,000	\$5,201	4,799	52%
Equipment	\$3,170	\$3,170	0	100%
Trail/Sidewalk Improvements	\$31,000	\$30,795	205	99%
Professional Services	\$11,000	\$10,212	788	93%
Improvements (ES0283-Bear Creek Park)	\$27,753	\$0	27,753	0%
Botanical (ES1901-Barfield Foundation)	\$5,000	\$0	5,000	0%
TOTAL PROJECT	\$1,318,253	\$918,761	\$399,492	70%

City of Euless Capital Project Request

Department:	COMMUNITY SERVICES	Date Prepared:	October 01,2007
Submitted By:	RAY MCDONALD	Date Completed:	
Project Title:	PARK IRRIGATION		
Project Type:	EDC	Sub-Type:	PARKS
Project Code:	PR0804	Priority:	A
COUNCIL AUTHORIZATION:			
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:			
PROJECT DESCRIPTION:			
This project provides annual funding to continue efforts to meet irrigation needs throughout the City's park system.			
PROJECT SCHEDULE:			
Projects will be identified and completed on an as needed basis.			
JUSTIFICATION:			
This project allows for maintenance and expansion of the irrigation systems throughout the parks system to enhance the overall condition of the landscape and green space.			

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:		
Direct Operating Cost		Irrigation		\$300,000
Personnel:	Full Time			
	Part Time		\$0	
Total Salary			\$0	
Purchase of Services				
Materials & Supplies				
Utilities				
			\$0	
Subtotal:		\$0	Total Estimated Capital Cost	\$300,000
<u>Maintenance Costs</u>			Funding Source:	
			Transfer from:	
			EDC Operating Fund	\$275,000
				\$0
Subtotal:		\$0	Additional Funding Needed:	
			Transfer from:	
			EDC Operating Fund	\$25,000
Total Estimated Annual Cost		\$0	Total Funding	\$300,000
CURRENT STATUS				
PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Irrigation	\$300,000	\$213,032	86,968	71%
TOTAL PROJECT	\$300,000	\$213,032	\$86,968	71%

City of Euless Capital Project Request

Department: COMMUNITY SERVICES	Date Prepared: March 2, 2017
Submitted By: RAY MCDONALD	Date Completed:
Project Title: CARR PARK IMPROVEMENTS	
Project Type: PARK/RECREATION	Sub-Type: PARK IMPROVEMENTS
Project CODE: PR1917	Priority: A
COUNCIL AUTHORIZATION:	
<p>August 14, 2018: Ratified the Euless Development Corporation (EDC) action taken on August 13, 2018, approving EDC Resolution No. 20-18, declaring a project for improvements at Carr Park.</p> <p>October 23, 2018: Approved all matters incident and related to the issuance and sale of "Euless Development Corporation Sales Tax Revenue Bonds, Series 2018," including the adoption of Resolution No. 18-1538.</p> <p>November 13, 2018: Authorized the purchase and installation of various types of playground equipment and amenities to Whirlix Design, Inc. The estimated expenditure is \$487,665.</p> <p>November 13, 2018: Authorized the purchase of various park furnishings to K. Hanes, Inc. dba BJ's Park and Recreation Products. The estimated expenditure is \$58,093.60.</p> <p>December 11, 2018: Approved award of Bid No. 001-19 for the purchase and installation of pedestrian bridges and authorized the City Manager to enter into a contract with North Rock Construction, Inc. for an estimated expenditure of \$174,675.71.</p> <p>November 26, 2019: Authorized the purchase of restroom facilities related to the JA Carr Park renovation project from Restroom Facilities Ltd. through the BuyBoard Cooperative Purchasing Program Contract No. 592-19. The estimated expenditure is \$112,374.</p> <p>February 11, 2020: Approved award of Bid No. 003-20, for the purchase and installation of an irrigation system at JA Carr Park, to Perfect Finish Landscaping and authorized the City Manager to enter into a contract with Perfect Finish Landscaping. The estimated expenditure is \$59,000.</p>	
RELATIONSHIP TO OTHER PROJECTS AND/OR MASTER PLAN:	
The adopted Parks Master Plan recommends funding for system-wide park facilities and amenities upgrades.	
PROJECT DESCRIPTION:	
This project includes the construction or installation of additional picnic stations, upgrade of existing trail lighting, new trail paving, fitness stations along trail, upgrading the existing playground, expanding the existing parking lot and creating a new ingress/egress to the park, new entry signage, and other ancillary amenities.	
PROJECT SCHEDULE:	
Began Construction: January 2019 Construction Complete: April 2020	
JUSTIFICATION:	
As identified in the adopted Parks Master Plan, the municipal park is the foundation of any solid parks and recreation system. The City of Euless parks and recreation system provides residents and visitors with significant personal, social, environmental, and economic benefits. The revitalization efforts that the Euless City Council has focused on over the years has increased the sense of community pride. Carr Park is a five acre park located adjacent to Kiddie Carr Park off Simmons Drive. The current amenities at this park include a .25 mile soft surface trail, sand volleyball court, playground, benches, drinking fountains, and a gazebo. The proposed project will continue the City Council's revitalization efforts by creating an area that will serve both the passive and active leisure needs of the residents in this area.	

PROJECT TITLE: CARR PARK IMPROVEMENTS

PROJECT CODE: PR1917

NET EFFECTS ON OPERATING AND MAINTENANCE COST (+ OR -) ANNUAL:		TOTAL ESTIMATED CAPITAL COST:	
<u>Direct Operating Cost</u>		Demolition	\$24,500
Personnel:	Full Time	Site Work	\$61,500
	Part Time	Hardscape	\$746,000
Total Salary	\$0	Landscape	\$35,500
Purchase of Services	\$0	Fixtures/Furnishings	\$281,615
Materials & Supplies		Development/Prof. Services	\$451,600
Utilities		Survey	\$10,000
Average Debt Service	\$118,000	TDLR	\$1,500
Subtotal:	\$118,000	Geotech	\$3,000
		Debt Issuance Cost	\$85,220
		Land Acquisition	\$228,000
		Total Estimated Capital Cost	\$1,928,435
<u>Maintenance Costs</u>		FUNDING SOURCE:	
		2018 EDC Revenue Bonds	\$1,674,041
		Interest Earnings	\$26,394
		Transfer from:	
		PR2011-Wilshire Park Upgrades	\$228,000
Subtotal:	\$0		
	\$0		
Total Estimated Annual Cost	\$118,000	Total Funding	\$1,928,435

CURRENT STATUS

PHASE/FUNDING SOURCE	BUDGET	EXPENDED	OVER/UNDER BUDGET (- +)	% EXPENDED
Development/Professional Svcs	\$1,000	\$481	\$519	48%
Land Betterments	\$867,500	\$696,936	\$170,564	80%
Park Furnishings	\$746,715	\$551,778	\$194,937	74%
Debt Issuance Cost	\$85,220	\$63,223	\$21,997	74%
Land Acquisition	\$228,000	\$0	\$228,000	0%
TOTAL PROJECT	\$1,928,435	\$1,312,418	\$616,017	68%

**EULESS DEVELOPMENT CORPORATION
CAPITAL PROJECTS FUND
FISCAL YEAR 2019-20 DETAIL**

	Original Budget FY 20	Carryover FY 19	Amendments FY 20	Amended Budget FY 20
Revenues:				
Transfer from EDC Operating Fund	\$ 250,000	\$ -	\$ -	\$ 250,000
Bond Proceeds	\$ 4,379,810	\$ -	\$ -	\$ 4,379,810
Interest Income ⁽¹⁾	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 4,629,810	\$ -	\$ -	\$ 4,629,810
Expenditures:				
<u>PARKS</u>				
Irrigation	\$ (25,000)	\$ (42,528)	\$ -	\$ (67,528)
Misc. Park Improvements	\$ (200,000)	\$ (42,719)	\$ -	\$ (242,719)
Carr Park Improvements ⁽¹⁾	\$ -	\$ (654,994)	\$ (11,604)	\$ (666,598)
Texas Star Sports Complex Phase VII Design	\$ -	\$ (134,306)	\$ -	\$ (134,306)
Texas Star Sports Complex Phase VII Construction	\$ (4,379,810)	\$ -	\$ -	\$ (4,379,810)
Parks Subtotal	\$ (4,604,810)	\$ (874,547)	\$ (11,604)	\$ (5,490,961)
<u>LIBRARY</u>				
Library Design	\$ -	\$ (7,184)	\$ -	\$ (7,184)
Library Renovations	\$ -	\$ -	\$ -	\$ -
Library Subtotal	-	(7,184)	-	(7,184)
<u>ECONOMIC DEVELOPMENT</u>				
Incentives	\$ (25,000)	\$ (49,705)	\$ -	\$ (74,705)
Contingencies	\$ (75,000)	\$ (219,658)	\$ -	\$ (294,658)
Economic Development Subtotal	\$ (100,000)	\$ (269,363)	\$ -	\$ (369,363)
Total Expenditures	\$ (4,704,810)	\$ (1,151,094)	\$ (11,604)	\$ (5,867,508)
Excess (Deficiency) of Revenues over Expenditures	\$ (75,000)	\$ (1,151,094)	\$ (11,604)	\$ (1,237,698)

⁽¹⁾ Increase funding for earned interest of \$11,604 for project PR1917-Carr Park Improvements. Proposed Amendment 8/10/2020