

# CITY OF CANTON

## BUDGET FY 2015-2016



Adopted September 8, 2015

CITY OF CANTON  
2015-2016  
ANNUAL BUDGET

**MAYOR**

Lou Ann Everett

**MAYOR PRO-TEM**

Shawn Stewart

**COUNCILMEMBERS**

Cindy Malouf

Nathan Moore

Connie Odic

Scott Perkins

**CITY MANAGER**

Lonny Cluck

**CITY SECRETARY**

Debra Johnson

**FINANCE DIRECTOR**

Kimberly Kroha

**This budget will raise more revenue from property taxes than last year's budget by an amount of \$37,970 which is a 3.36% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$23,217.**

City Council Record Vote

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

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

<b>Tax Rate</b>	<b>Proposed FY 2015-2016</b>	<b>Adopted FY 2014-2015</b>
Property Tax Rate	.4203320	0.42033200
Effective Rate	.38431578	0.40721066
Effective M&O Tax Rate	.46091798	0.43069362
Rollback Tax	.440795127	0.44167467
Debt Rate	.25730486	0.30226405

The total amount of municipal debt obligation secured by property taxes for the City of Canton is \$4,212,418.



***Fiscal Year 2015-2016***

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***Fiscal Year 2015-2016***

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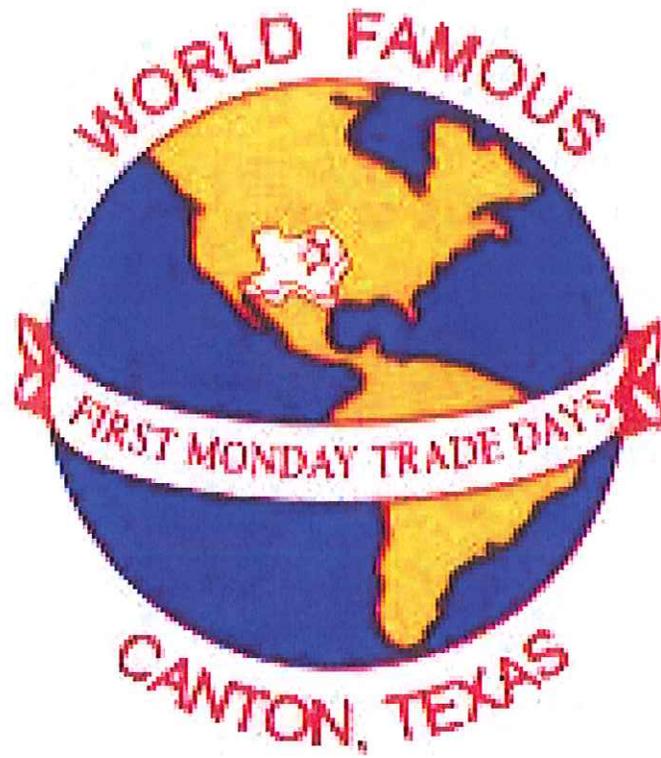
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Lou Ann Everett, Mayor  
Shawn R. Stewart, Mayor Pro Tem  
Cindy Malouf, City Council  
Nathan Moore, City Council  
Connie Odic, City Council  
Scott Perkins, City Council  
Lonny Cluck, City Manager

24980 Hwy. 64 East, Suite 1  
P.O. Box 245  
Canton, Texas 75103

# City of Canton

Administration - 903.567.1841  
Water Dept. - 903.567.2826  
First Monday - 903.567.6556

September 8, 2015

Honorable Mayor and Council  
City of Canton

Canton, Texas

Mayor and Council Members:

Transmitted herewith is the business plan and budget for the City of Canton for the fiscal year 2015-2016. The document represents our work plan for the upcoming year with the related funding sources. In the context of the guarded optimism in the economy, we are pleased to present a balanced budget that maintains service levels and invests in infrastructure while maintaining a steady ad valorem tax rate. The budget also allows for healthy operating cash reserve balances in all the General Governmental and Enterprise Funds.

## GOALS

- Improve communications with the citizens and local organizations
- Improve long-range planning
- Follow sound financial policies
- Address organizational issues
- Promote a positive environment for economic development in the community
- Enhance the quality of life in Canton
- Enhance the First Monday Experience for the vendors, customers, and citizens by expansion.
- Complete construction of the new City Hall

## THE BUDGET PROCESS

The budget process began in April 2015 with the Council establishing goals for the upcoming year, followed by departmental review of current year activities and submission of proposed plans and financial needs for the upcoming year to meet the Council's goals. Departmental budgets were combined into fund budgets for preliminary review by the City Manager. After evaluating revenue projections, departmental requests and programs, the adjusted budget was

**Home of the World Famous First Monday Trade Days  
Begins Thursday Before Each First Monday**

presented to the City Council. The City Council first reviewed the budget in early July, and, after a series of work sessions and public hearings, adopted the final budget on September 8, 2015.

## **MAJOR CONSIDERATIONS**

- Ended 2014-15 in excellent financial condition and with increased cash reserves
- Budgeted conservatively with flat or lower projected revenues in most cases, and continued tight operational spending controls
- Increased staff by 1.0 employees due to the addition of a FT labor position for streets maintenance in order to maintain current service levels
- Budgeted more aggressively for employee salaries in regards to prior years due to an attempt to close the market gap for employee positions in comparison to employees working in cities of similar size and in other area cities
- Healthcare premiums and mandated fees rise in response to ACA legislation: 30% in this budget year
- Budget is heavy on mandated or prudent capital improvements, including improvements at the Water Treatment Plant and Wastewater Treatment Plant
- Budget includes plans for the New City Hall, beautification of the historic water tower, and construction of a new cell tower
- Continued plan to invest in capital improvements

## **GENERAL FUND**

- Total Revenues -- slightly higher property tax revenue; sales tax revenues based on flat projections from FY 2014 revenue; continuing grant revenues for Cherry Creek Park Trail and Mill Creek Park Trail; removal of architectural barriers at City Hall; and Sirens/PA Systems for the First Monday Grounds. Profits transferred from First Monday to fund capital improvements and supplement operations
- Ad valorem taxes -- tax rate is kept steady at \$0.420332 per \$100 valuation
- Contractual services -- updating the City's website; demolition expenses for condemned property
- Maintenance -- Continue Hillcrest Cemetery Restoration; purchase a pump for soccer fields irrigation; paint police department building tower
- Capital -- Construction of New City Hall; beautification of Old Historic Water Tower, New Cell Tower Construction; Console for dispatch room in police department, street improvements, downtown removal of architectural barriers at Existing City Hall, and walking trails at Mill Creek Park and Cherry Creek Park

## **UTILITY FUNDS**

- Total revenues -- lower in FY 2014, based budget off year-end projections, plus increases in water and sewer rates, profits transferred from First Monday to fund water and wastewater capital improvements
- Increase in water and wastewater base rates to keep pace with rising costs of providing services
- Maintenance -- surveying and moving structures off the easements on Lazy U; maintain water lines, sewer lines, meter boxes, and fire hydrants

- Contractual services -- recycling bin and service at the police station to provide recycling services at no extra cost to the public
- Capital – project to revamp the water well on Hwy 19, extension of water main to FM 1255, replacement of aging water lines around the city square, 100 Horsepower Tractor, Loader & Batwing; SCADA System monitoring upgrades to the sewer system, and additional phases of West and South Sewer Outfalls

#### **FIRST MONDAY**

- Total Revenues -- year end projections relatively flat; budget based of FY 2014-2015 projections
- Contractual services -- Fireworks display, marketing funds to CEDC
- Capital -- Trade Center IV Extension and renovation; Construction of Artists Row Open Pavilion, Road Improvements, electrical upgrade in RV park, perimeter fencing, and retaining walls for creek
- \$1 million in profits transferred to other funds for the City's debt service and capital improvements, and to supplement operations as needed

#### **DEBT SERVICE**

- City's total debt obligation increases to \$3.8 million by year-end with 2021 final payoff (\$3.35 million general obligation debt and \$0.45 million utility debt)
- Canton EDC has contractual obligation to pay water well and water tower long-term debt with a year-end balance of \$2.345 million and 2032 final pay-off
- General and Revenue debt service reserves are adequate to meet the City's needs

#### **CAPITAL IMPROVEMENT/SPECIAL REVENUE FUNDS**

- New City Hall -- \$1,300,000 to be located at 201 N Buffalo Street in the downtown area funded with 2015 Limited Tax Note Proceeds
- Trade Center IV Extension -- \$1,213,250 for expansion to accommodate shopping traffic, attract more vendors, replace existing bathroom and enhance the shopping experience for First Monday Trade Days
- TXCBG Grant -- \$316,250 Existing City Hall project to remove architectural barriers, \$275,000 grant with \$41,250 match
- Texas Parks and Wildlife Grants -- \$121,460 to construct a walking trail around Cherry Creek Park, \$97,170 grant with \$24,290 match; \$119,600 to construct a walking trail around Mill Creek with \$97,170 grant proceeds and a \$22,430 match from donations and in kind service contributions
- ETCOG Grant -- \$152,000 to provide four warning sirens and a PA system on the First Monday Grounds. This grant is 100% funded
- New Cell Tower-\$200,000 – on First Monday Grounds to relocate antennas from historic water tower downtown and to provide better cellular coverage for the city
- Historic Water Tower Beautification- \$150,000 to enhance the New City Hall and the downtown area

## SUMMARY

- \$12,899,819 Budget (\$11,585,124 excluding internal transfers between funds)
- Cash requirements per auditors' recommendations met in all funds
- Increase in Total Fund Balance of \$56,693 in Fiscal Year End 2016

The City continues its commitment to making improvements to water and sewer infrastructure, streets and First Monday Grounds. Continuing to find solutions to water supply needs is a top priority for Council. In addition, the completion of the New City Hall is important. In order to be fiscally responsible, the City will make every effort to cut costs, improve its services, and maintain its revenue stream by exercising prudent management and financial judgment and maintain transparency.

Respectfully submitted,

A handwritten signature in black ink that reads "Lonny Cluck". The signature is written in a cursive, flowing style.

Lonny Cluck  
City Manager

**Goal 1: Improve communications with the citizens and local organizations**

- Objective 1: Actively promote the involvement of citizens on city boards, commissions, and committees
- Objective 2: Maintain an "open door" policy between the citizens and city management
- Objective 3: Prioritize good customer relations and improve training of city employees interacting with citizens
- Objective 4: Develop a constant presence in the community by city employees and officials attending community events and attending service organization and special committee meetings
- Objective 5: Continue regular communications via website, newsletter, newspaper and special promotions, including financial transparency postings
- Objective 6: Continue regular meetings between elected officials and city managers and secretaries of cities in Van Zandt County
- Objective 7: Develop regular meetings between the city, county and school district

**Goal 2: Improve long-range planning**

- Objective 1: Update City's Comprehensive Plan
- Objective 2: Use Comprehensive Plan as the guideline for all future policies and development
- Objective 3: Update the city's capital improvements plan
- Objective 4: Continue to develop short- and long-term water management plans to meet present and future water demands for the City of Canton, including conservation efforts
- Objective 5: Continuously work on upgrading infrastructure

**Goal 3: Follow sound financial policies**

- Objective 1: Consider using certificates of obligation and limited tax notes for long-term debt
- Objective 2: Continue with plan to use First Monday funds to retire debt and for capital improvements vs transfers to City funds for operational purposes
- Objective 3: Continue multi-year plan for Water and Wastewater Funds to become self-supporting
- Objective 4: Use long-term debt when it makes good sense, but reduce long-term debt in the long-run and improve credit ratings in the short-run. (General Fund and Utility Revenue Fund are both "A+")
- Objective 5: Maintain the adopted reserve policy for each fund and debt service
- Objective 6: Maximize grants and other resources to fund projects

**Goal 4: Address organizational issues**

- Objective 1: Prioritize the development of a cooperative environment and seek unification of the community.
- Objective 2: Determine and emulate “best practices” in customer service throughout the organization.
- Objective 3: Promote a “Public Servant” mentality at every level of the organization.
- Objective 4: Support training and professional development of staff and elected officials; develop a program for succession planning.
- Objective 5: Review organization, re-align to level workload, and improve management in the organization.

**Goal 5: Promote a positive environment for economic development in the community**

- Objective 1: Support policies to encourage housing development.
- Objective 2: Support policies to encourage retail, commercial and industrial development.
- Objective 3: Follow infrastructure guidelines for future residential and commercial development.
- Objective 4: Continue efforts to coordinate and market local medical facilities and services.

**Goal 6: Enhance the quality of life in Canton**

- Objective 1: Continue pursuing recreational, cultural and aesthetic improvements in the community
- Objective 2: Continue funding capital expenditures for infrastructure improvements
- Objective 3: Initiate another phase of major quality street improvements
- Objective 4: Continue maintenance projects to slow sedimentation in Lake Canton
- Objective 5: Initiate water conservation campaign and efforts
- Objective 6: Continue Lake Canton trails development plan

**Goal 7: Enhance the First Monday Experience for the vendors, customers and citizens**

- Objective 1: Maintain / update First Monday Master Plan annually
- Objective 2: Fund Master Plan improvements annually
- Objective 3: Design and develop storage/small apartment facilities off FM 859.
- Objective 4: Develop formalized method for management to receive feedback from vendors on a regular basis
- Objective 5: Design and develop extension of Trade Center IV with new restroom

**Goal 8: Develop plans for a new City Hall**

- Objective 1: Proceed with construction of new city hall
- Objective 2: Proceed with renovation of existing city hall to ensure ADA compliance

**CITY OF CANTON**

***City Management FY 2015-2016***

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Goal 1: Future Planning

- Objective 1: Update Zoning Ordinance
- Objective 2: Update First Monday Master Plan
- Objective 3: Update Marketing Master Plan
- Objective 4: Develop two-year budget

Goal 2: Customer Service

- Objective 1: Improve communications with citizens
- Objective 2: Improve communications with Council
- Objective 3: Improve communications with staff
- Objective 4: Improve sensitivity to citizens / staff

Goal 3: Staff Development

- Objective 1: Improve training opportunities for lower level staff
- Objective 2: Require timely testing for employees with licenses / certifications

Goal 4: Personal Development

- Objective 1: Improve motivation skills
- Objective 2: Build relations with Chamber, County, Van Zandt County cities, volunteer groups

**Administration FY 2015-2016**

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**Goal 1: Continue to Expand Citizen Involvement and Enhance Confidence in Council and Staff**

- Objective 1: Enhance program to foster volunteerism on City boards and committees
- Objective 2: Determine and emulate "best practices" in customer service and develop customer service training program
- Objective 3: Continue to improve information flow to all administrative personnel, billing accuracy, and the level of service provided to citizens
- Objective 4: Continue audio-visual aids for City meetings
- Objective 5: Continue improved communications with citizens via website, newsletter, meeting postings, media, etc., including project status report on website
- Objective 6: Continue program for accessibility of information on the website and through public information requests

**Goal 2: Continue to Implement Sound Financial Policies**

- Objective 1: Consider using bond sales vs certificates of obligation for long-term debt
- Objective 2: Continue using First Monday funds to retire debt and for capital improvements vs transfers to City funds for operational purposes whenever possible
- Objective 3: Implement multi-year plan for Water and Wastewater Funds to become self-supporting
- Objective 4: Use long-term debt when it makes good sense, but reduce long-term debt in the long-run and improve credit ratings in the short-run
- Objective 5: Continue to improve financial reporting and budget document, apply for GFOA certification of budget and audit
- Objective 6: Annually review / update investment and financial policies

**Goal 3: Improve Long-Range Planning**

- Objective 1: Continue to incorporate long-range planning in the city budget and implement multi-year budgeting
- Objective 2: Review and update existing ordinances, update comprehensive plan, and continue to update codification annually

**Goal 4: Improve Operating Efficiencies & Effectiveness**

- Objective 1: Continue training, cross-training, and professional development of staff
- Objective 2: Evaluate financial software alternatives
- Objective 3: Continue to improve utility billing accuracy, pre-billing review, use of service order tracking system, and service response times
- Objective 4: Continue to enhance human resource services, procedures, and working environment to attract the best candidates and retain outstanding employees, develop supervisory "buy-in" and training

- Objective 5: Continue to improve purchasing policies and efficient implementation
- Objective 6: Continue internal auditing and review of internal controls
- Objective 7: Continue to evaluate office procedures, amend to increase efficiency & productivity, develop standard operating procedures for each job
- Objective 8: Continue high ethical standards and integrity in conducting City elections
- Objective 9: Continue maintenance of record management program

***Development Services FY 2015-2016***

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Goal 1: Update City of Canton Building Codes

Objective 1: Update City of Canton Building Codes from 2003 to the 2009 ICC Code Series

Goal 2: Continue Reorganizing Development Services Departmental Files

Objective 1: Organize building inspection files to an address-type system

Objective 2: Organize map records

Goal 3: Improve Information for Developers and Contractors

Objective 1: Update Application Forms and Packets

Objective 2: Update Book of Guidelines and Ordinances

Goal 4: Continue Education and Training

Objective 1: Continue training and obtain additional certifications

Goal 1: Expand Relationship with Community by Developing and Implementing Policies that Provide Positive Interaction

- Objective 1: Continue to implement community-policing strategy
- Objective 2: Continue to recognize citizens who provide assistance to Police Department
- Objective 3: Continue to find ways to involve the Police Department in the community charities, youth groups, churches, etc.
- Objective 4: Continually strive to lower the crime rate each year making Canton a "hard target" for potential criminals

Goal 2: Provide a Highly-Motivated and Competent Workforce to Deliver Best Police Service and Reduce/Prevent Crime for Citizens of Canton

- Objective 1: Continue to increase tactical equipment and officer tactical training
- Objective 2: Implement an awards program for Canton police officers designed to provide recognition for outstanding performance and service to the community
- Objective 3: Supplement police budget by continued seizure of criminal funds and assets for use by the department
- Objective 4: Seek out and apply for cost-effective grants to enhance the department and supplement the budget

Goal 3: Enhance Educational Training and Problem Solving

- Objective 1: Continue officer education and training offered by colleges and state
- Objective 2: Continue to train all members of the police department in the latest communication techniques and develop strategies to enhance and further problem-solving techniques
- Objective 3: Continue to employ strategies to curtail criminal activity and enhance crime prevention
- Objective 4: Increase assistance to the needs of citizens outside the realm of the police department
- Objective 5: Cross-train employees in different aspects of law enforcement to increase more knowledge and increase department efficiency
- Objective 6: Implement standardized hiring practices for officers and dispatchers
- Objective 7: Develop dispatch training facilities

Goal 4: Enhance Police Reserve Program

- Objective 1: Enhance tactical training and education for reserve members
- Objective 2: Motivate reserve members by increasing assistance to needs of citizens of Canton
- Objective 3: Enhance crime prevention by using reserve members

***Animal Control FY 2015-2016***

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**Mission:** Improve the quality of life for the pets and citizens of Canton, and to control Canton's free-roaming animal population.

**Goal 1: Provide Humane Care and Treatment for all Animals Needing Protection**

- Objective 1: Prevent cruelty to animals
- Objective 2: Seek to return lost animals to their owners
- Objective 3: Seek suitable homes for animals without owners
- Objective 4: Reduce animal abuse situations, i.e. tethering, puppy mills, etc.

**Goal 2: Create a Continuing Community Outreach Program to Ensure Canton Maintains Positive Public Image and Steady Financial Support from Various Sources**

- Objective 1: Search and apply for grants and donations for animal welfare
- Objective 2: Continue to find low-cost neuter / spay services
- Objective 3: Organize activities and services promoting responsible pet care
- Objective 4: Create a humane education program in Canton schools
- Objective 5: Provide information to owners to motive responsible pet ownership
- Objective 6: Provide educational materials to children and adults regarding proper animal care and protection
- Objective 7: Urge residents to provide pets with proper identification, such as collars with I.D. tags or microchips

**Goal 3: Provide Shelter and Care for Sick, Injured and Unwanted Animals**

- Objective 1: Provide a facility for the humane euthanizing of sick and injured animals that cannot be saved
- Objective 2: Continue adoption and increase program list of rescue groups

***Municipal Court FY 2015-2016***

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**Mission:** To promote public confidence in maintaining a fair and impartial disposition in the cases filed within the court. This is the first contact people have with the judicial system and it is important that they are met in a professional manner and their cases are disposed of expeditiously.

**Goal 1: Continue to Maintain an Efficient Office**

- Objective 1: Hold court on a monthly basis and work with Prosecutor to establish date
- Objective 2: Create procedures for Officer to work warrant list
- Objective 3: Work on warrants biweekly
- Objective 4: Call defendants on daily due list to reduce warrants issued
- Objective 5: Implement collections procedures
- Objective 6: Maintain updated case load
- Objective 7: Register court personnel for training

**Goal 2: Promote Community Awareness**

- Objective 1: Implement a judicial outreach program
- Objective 2: Create alcohol awareness program for elementary, intermediate and high school
- Objective 3: Hold safety awareness clinics

***Fire FY 2015-2016***

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**Goal 1: Upgrade Fire Station**

- Objective 1: Create a public access point for citizens and the public to enter
- Objective 2: Repaint station exterior for more crisp appearance
- Objective 3: Install emergency landline at the public access point that connects directly to dispatch for citizens who might come in with an emergency while firefighters are out

**Goal 2: Upgrade Gear and Equipment**

- Objective 1: Start a rotating system for replacement of existing 1997 SCBA with the 2007 standard by 2016
- Objective 2: Continue current replacement rotation program for bunker gear by purchasing 5 to 6 sets per year

**Goal 3: Continue Training Program**

- Objective 1: Start cost-share or fully paid incentive program for sending volunteer firefighters to a recognized fire school to obtain their basic certification
- Objective 2: Bring city staff up to the level of NIMS training needed in a disaster
- Objective 3: Establish training that would document good and bad points concerning EAP for First Monday

**Goal 4: Enhance Emergency Management System**

- Objective 1: Install early outdoor warning sirens at Cherry Creek Park and Lake Meadows neighborhood or new city lake area

**Goal 5: Evaluate EMS Services**

- Objective 1: Improve overall standard of care for citizens of Canton

Goal 1: Improve and Maintain City Streets, Alleys, Easements and Signs

- Objective 1: Resurface streets as needed or those selected by Council
- Objective 2: Patch and repair streets as necessary
- Objective 3: Trim weeds and mow to help keep City property clean
- Objective 4: Replace road signs as necessary

Goal 2: Maintain Equipment and Facilities to Optimize Production

- Objective 1: Continue routine vehicle and equipment maintenance program
- Objective 2: Maintain clean and organized work areas
- Objective 3: Maintain parts inventory

Goal 3: Improve Communications

- Objective 1: Keep lines of communication open with supervisors and employees
- Objective 2: Ensure supervisors and employees are managing their time wisely

Goal 1: Improve and Maintain All Parks

- Objective 1: Continue to maintain and improve Cherry Creek Park, the soccer fields, and adjacent park areas
- Objective 2: Continue to maintain lake area, tennis courts and old ball field
- Objective 3: Continue to improve and maintain CYRA facilities
- Objective 4: Continue to support First Monday with grounds maintenance

Goal 2: Facilities Improvements

- Objective 1: Continue to maintain and improve the library, Blackwell House, Senior Citizens Building, Plaza Museum, City Office Complex, Police Station, and all other City buildings

***Water Treatment Plant FY 2015-2016***

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**Goal 1: Maintain Water Standards Equal or Above TCEQ Standards**

- Objective 1: Remain current on all TCEQ rules and regulations
- Objective 2: Utilize in-house and certified lab results to determine changes in daily operations
- Objective 3: Research new chemicals, methods and updated information on water treatment techniques

**Goal 2: Maintain the Integrity of City Lake and Wells**

- Objective 1: Create and maintain a twenty foot clearing between existing fence and lake area
- Objective 2: Repair and maintain fences
- Objective 3: Secure well sites with locked fences
- Objective 4: Maintain grounds and fence line at well sites on a regular schedule

**Goal 3: Maximize School, Training, and Licensing to Maintain a Qualified Staff**

- Objective 1: Schedule Class C and B Surface Water License testing as soon as operators have met experience and training credit requirements
- Objective 2: Continue operator training and education

**Goal 4: Maintain the Integrity of Water Distribution System**

- Objective 1: Verify valves, hydrants and line size for City of Canton Utilities Map Book
- Objective 2: Update and Maintain City of Canton Utilities Map Book

**Goal 5: Improve Communications**

- Objective 1: Prepare weekly written activity reports for supervisor
- Objective 2: Communicate daily, verbally or in writing, on current projects or problems that may occur within the water plant operations

***Water Distribution FY 2015-2016***

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Goal 1: Maintain Distribution Lines to TCEQ Standards or Above

- Objective 1: Mark valve bodies
- Objective 2: Mow and trim easements

Goal 2: Maintain Equipment and Facilities to Optimize Productivity

- Objective 1: Continue routine vehicle and equipment maintenance program, i.e. oil changes, washing, greasing, tire checks, etc.
- Objective 2: Maintain clean and organized work areas
- Objective 3: Maintain parts inventory

Goal 3: Maintain and Develop Licenses

- Objective 1: Continue training and maintain or advance licensing certifications
- Objective 2: Track and record employees' licensing requirements and completions

Goal 4: Improve Communications

- Objective 1: Keep lines of communication open with employees
- Objective 2: Ensure employees are following instructions
- Objective 3: Ensure employees are managing their time wisely

***Wastewater Treatment Plant  
FY 2015-2016***

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Goal 1: Continue Improvements to Wastewater Treatment Plant

Goal 2: Maintain Equipment and Facilities to Optimize Productivity

Objective 1: Continue routine vehicle and equipment maintenance program, i.e. oil changes, washing, greasing, tire checks, etc.

Objective 2: Maintain clean and organized work areas

Objective 3: Maintain parts inventory

Goal 3: Maintain and Develop Required Licenses

Objective 1: Continue training and advance licensing certifications

Objective 2: Track and record employees' licensing requirements and completions

Goal 4: Improve Communications

Objective 1: Keep lines of communication open with employees

Objective 2: Ensure employees are following instructions

Objective 3: Ensure employees are managing their time wisely

***Wastewater Collection FY 2015-2016***

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Goal 1: Maintain Collection Lines to TCEQ Standards or Above

- Objective 1: Continue East Outfall project
- Objective 2: Paint and code manholes
- Objective 3: Mow and trim easements

Goal 2: Maintain and Develop Licenses

- Objective 1: Continue training and maintain or advance licensing certifications
- Objective 2: Track and record employees' licensing requirements and completions

***Sanitation FY 2015-2016***

Goal 1: Sanitation Contract

- Objective 1: Negotiate new sanitation contract on Transfer Station
- Objective 2: Develop brush pick-up program with Sanitation Solutions

Goal 2: Transfer Station

- Objective 1: Upgrade facility
- Objective 2: Work with County on road

***First Monday FY 2015-2016***

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**Goal 1: Improve First Monday Infrastructure**

- Objective 1: Continually upgrade and repair roads
- Objective 2: Add more customer-friendly areas
- Objective 3: Continue with plan for new road south of Unreserved Area
- Objective 4: Develop computerized inventory of water valve locations

**Goal 2: Improve Profitability for City and Vendors**

- Objective 1: Fully-utilize areas at reasonable prices
- Objective 2: Attract free media advertising, i.e. TV, radio, magazine and web

**Goal 3: Improve Communications with Vendors**

- Objective 1: Talk to vendors during each show
- Objective 2: Listen with an open mind
- Objective 3: Be responsive and timely

**Goal 4: Implement Communication Grid to Ensure Dissemination of Accurate and Standardized Information**

- Objective 1: Ensure new and current employees are familiar with current Policies and Procedures brochures
- Objective 2: Implement new employee in-house training program utilizing experienced and knowledgeable staff

**Goal 5: Improve Customer Service**

- Objective 1: Attend customer service seminars
- Objective 2: Train part-time employees who work a customer window
- Objective 3: Listen to feedback from vendors and shoppers

**Goal 6: Maximize Sales Tax Revenue**

- Objective 1: Work with State Comptroller's office to assist with collections
- Objective 2: Monitor vendor information to confirm the numbers are accurate
- Objective 3: Ensure all vendors have correct ID numbers in First Monday system
- Objective 4: Educate new and existing vendors on what forms to use for the tax to be applied correctly

**Goal 7: Enhance Communications**

- Objective 1: Establish working wireless connection for City and vendors
- Objective 2: Have adequate equipment for workers to communicate
- Objective 3: Keep all communication equipment in good working condition
- Objective 4: Keep accurate record of warranty dates on radios, batteries and other equipment



**ORDINANCE NO. 2015-20**

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF CANTON FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; ADOPTING THE ANNUAL BUDGET OF THE CITY OF CANTON FOR THE 2015-2016 FISCAL YEAR AND AUTHORIZING EXPENDITURES AS THEREIN PROVIDED; PROVIDING A SAVINGS CLAUSE, FOR THE REPEAL OF ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Manager of the City of Canton, Texas has submitted to the City Council a proposed budget of the revenues and expenditures of the City of Canton for the period beginning October 1, 2015, and ending September 30, 2016, and which said proposed budget has been compiled from detailed information obtained from several departments, divisions, and offices of the City; and

**WHEREAS**, a copy of said proposed budget was timely filed with the City Secretary of the City of Canton, Texas; and

**WHEREAS**, the City Council of the City of Canton did sit as a committee of the whole in the Canton Municipal Courtroom, 24980 Hwy 64 East in the City of Canton on September 8, 2015, at 6:00 p.m., after public notice having been given, to hear any complaints, suggestions or observations during a public hearing on the proposed budget; and

**WHEREAS**, said Council is of the opinion that the same should be approved and adopted,

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

SECTION 1. That the proposed budget of the Revenues and Expenses of the City of Canton, Texas for the period beginning October 1, 2015, and ending September 30, 2016, as submitted to the City Council of said City be, and the same is in all things adopted and approved as the budget of all the current expenses as well as the fixed charges against said City, for the period beginning October 1, 2015 and ending September 30, 2016.

SECTION 2. That the sum of \$5,154,211 for the payment of General Fund expenses of the City as hereinafter itemized is hereby appropriated to:

<b>GENERAL FUND</b>	
Administration	\$1,160,688
Development Services	\$ 135,088
Police Department	\$1,368,421
Animal Control Dept.	\$ 155,088
Municipal Court	\$ 217,876
Fire Department	\$ 548,344
Street Department	\$ 596,732
Parks Department	\$ 398,844
Grants	\$ 573,130
Inter-Fund Transfers	\$ 0

SECTION 3. That the sum of \$1,586,899 is appropriated from the revenues and balances on hand in the Water Fund for inter-fund transfers, operating expenditures, capital outlay, and debt service of the Water Department.

SECTION 4. That the sum of \$717,480 is appropriated from the revenues and balances on hand in the Wastewater Fund for inter-fund transfers, operating expenses, capital outlay, and debt service of the Wastewater Department.

SECTION 5. That the sum of \$538,092 is appropriated from the revenues and balances on hand in the Sanitation Fund to inter-fund transfers, operating expenses, capital outlay, and debt service of the Sanitation Department.

SECTION 6. That the sum of \$2,919,434 is appropriated from the revenues and balances on hand in the First Monday Fund to inter-fund transfers, operating expenses, capital outlay, and debt service.

SECTION 7. That the sum of \$682,673, is appropriated out of the General Debt Service Fund to provide for the payment of the principal and interest and the retirement of the debt of said city coming due during the budget period.

SECTION 8. That the sum of \$449,756, is appropriated out of the Revenue Debt Service Fund to provide for the payment of the principal and interest and the retirement of the debt of said city coming due during the budget period.

SECTION 9. That the sum of \$849,275 is appropriated from the revenues and balances on hand in the Capital Improvement Funds to approved capital improvement projects.

SECTION 10. That the sum of \$2,000 is appropriated from the revenues and balances on hand in the Forfeiture Fund to operating expenditures and capital outlay of the Forfeiture Fund.

SECTION 11. That the City Council hereby confers upon the City Manager general authority to contract for expenditures without further approval of the Council for all budgeted items, the cost of which do not exceed the constitutional and statutory requirements for competitive bidding.

SECTION 12. That this ordinance shall be and remain in full force and effect from and after its passage and approval by the City Council and that all ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed to the extent of such conflict.

SECTION 13. If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

PASSED, ADOPTED, AND APPROVED on this the 8th day of September, 2015.

Lou Ann Everett, Mayor

ATTEST:  
Debra Johnson, City Secretary

*Fiscal Year 2015-2016*

## ORDINANCE NO. 2015-21

AN ORDINANCE OF THE CITY OF CANTON, TEXAS, LEVYING AD VALOREM TAXES FOR 2015 AT \$0.4203320 PER ONE HUNDRED DOLLARS ASSESSED VALUATION OF ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY TO PROVIDE REVENUES FOR CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR AN INCREASE IN TAXES FOR MAINTENANCE AND OPERATIONS; PROVIDING FOR THE ASSESSMENT, LEVY AND COLLECTION OF AD VALOREM TAXES OF THE CITY OF CANTON, TEXAS FOR THE YEAR 2015; PROVIDING DUE AND DELINQUENT DATES; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AUTHORIZING EXEMPTIONS; REPEALING ALL OTHER ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

**WHEREAS**, Section 26.05 of the Texas Property Tax Code provides that by September 30 or as soon thereafter as practicable, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

**WHEREAS**, such Section 26.05 further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the unit's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the unit for the next year) that the components be adopted separately; and

**WHEREAS**, the proposed tax rate for the current tax year of the City of Canton, Texas consists of two such components, a tax rate of \$0.2499 for debt service and a tax rate of \$0.170432 to fund maintenance and operation expenditures; and

**WHEREAS**, a budget appropriating revenues generated by the collection of ad valorem for the use and support of the municipal government of the City of Canton has been approved and adopted by the Canton City Council as required by Title Four (4), Section 102.009 of the Local Government Code; and

**WHEREAS**, it is necessary and appropriate for the City Council to adopt the 2015 Tax Rate for the City of Canton, Texas;

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

**Section 1.** The facts and recitations set forth in the preamble of the Ordinance are found to be true and correct and are incorporated herein and made a part hereof for all purposes.

**Section 2.** There be and is hereby levied for the year 2015 on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Canton, Texas, and not exempt by the Constitution of the State and valid State laws, a tax of four hundred twenty thousand three hundred thirty-two millionths (\$0.4203320) cents on each one hundred (\$100.00) dollars assessed value of taxable property, and shall be apportioned and distributed as follows: \$0.2499 for interest and sinking fund requirements of the municipal government of the City and \$0.170432 for maintenance and operations of the municipal government of the City.