



ANNUAL BUDGET

**FOR THE FISCAL YEAR
OCTOBER 01, 2018 THRU SEPTEMBER 30, 2019**

MAYOR

THE HONORABLE SANDY SKELTON

MAYOR PRO-TEM

LARRY JEFFERS

ALDERMEN

BEVERLY BURROW

NATHAN FLOYD

JOHN LOCKHART

JACOB FANGMAN

CITY ADMINISTRATOR

DAVID DOCKERY



To: The Honorable Mayor and
Members of the City Council of the City of Clarendon

Submitted herewith is the Annual Budget for the City of Clarendon, Texas, for the 2018-2019 fiscal year. This budget has been prepared and is presented in accordance with the Texas Local Government Code.

Receipts of \$1,100,655 and expenditures of \$1,095,450 are projected for the General Fund.

Receipts of \$1,205,515 and expenditures of \$1,167,382 are projected for the Enterprise Fund.

The proposed property tax rate for FY 2018-2019 will be 0.758650 per \$100. Adopting 0.758650 represents a tax increase of 7%. The .758650 tax rate is composed of 2 separate components: the "debt" component of 0.289958, which is used exclusively for paying long-term debt; and the "M&O" component of 0.468692, which is used for General Fund maintenance and operations.

The proposed budget reflects a 5% COL increase for all employees.

Funds to purchase a pick-up truck for the Wastewater Department in the amount of \$13,000 have been budgeted in the Rolling Stock Fund.

Due to the increasing cost of health insurance, the City could no longer pay 100% of health insurance. The health insurance rates increased by 3%, going from \$662.36 per month, per employee to \$682.24. City employees will contribute \$57.36 per month with the City contributing \$624.88.

Funds for the TxDOT Ramp Grant have been budgeted to match \$15,720.00 State grant funds for a project budget of \$31,440.00 to be used for pavement crack sealing and paint striping for the Smiley Johnson /Bass Field runway and tarmac.

CITY of CLARENDON
ANNUAL BUDGET AND PROGRAM OF SERVICES FY 2018-2019

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STATEMENT OF CHANGES IN ACCOUNT BALANCES

Account	September 30, 2017	September 30, 2018
General Fund CD	\$177,110.31	\$ Trans to TexPool
Airport CD	\$14,732.11	\$ Trans to TexPool
Library CD	\$100,977.49	\$ Trans to TexPool
Water Tank Maintenance CD	\$24,110.77	\$ Trans to TexPool
USDA Payment CD	\$154,569.84	\$ Trans to TexPool
Capital Improvement CD	\$341,000.00	\$ Trans to TexPool
Storm Siren CD	\$13,004.81	\$ Trans to TexPool
Water Rec. Project CD	\$144,011.57	\$ Trans to TexPool
TexPool Investments	\$0.0	\$2,254,619.41
Tax Note & Bond CD	\$508,060.24	\$ 349,876.30
Pool Construction	\$0.0	\$1,954.44
Library Grant	\$0.0	\$0.0
Municipal Court Tech	\$2,203.35	\$1,210.58
Community Development	\$1,900.00	\$2,918.07
Municipal Court Building Security Fund	\$365.58	\$651.51
Interest & Sinking	\$2,900.84	\$26,950.94
General Fund	\$529,356.19	\$594,404.32
Motel Bed Tax	\$50,685.44	\$71,182.76
Rolling Stock	\$26,635.97	\$22,241.36
USDA Debt Service	\$0.0	\$100,965.26

City of Clarendon

Budgeted Employees

October 1, 2018

The City is budgeted for 26 positions, filled by 15 full-time employees, 7 part-time employees, 1 part-time seasonal, 2 seasonal and 2 retained monthly:

(1) City Administrator	David Dockery
(1) City Secretary	Machiel Covey
(1) Utility Clerk	Sharon Braddock
(1) Office Assistant (part-time)	Crystal Montgomery
(1) Code Compliance Officer	Grett Betts
(1) Public Works Director	John Molder
(1) Director of Sanitation	Joe Shadle
(1) Librarian	Jerri Shields
(2) Water Employees	Brad Hagood
	Greg Price
(2) Wastewater Employees	Albert Araujo
	Stanley (Jeff) McKee
(1) Street Maintenance Employee	Raul Mendoza
(3) Sanitation Employee	James Watts
	Danny Gaines
	Brenton Campbell
(3) Library Employee (part-time)	Anne Purvis
	Glenda Day
	Carlene Hollar
(3) Sanitation Employee (part-time)	Richard Dzamko
	Ricky Murphy
	Raymond Jaramillo
Municipal Judge	Tommy Waldrop
Fire Marshal	Jeremy Powell
(1) Park Attendant (part-time seasonal)	to be filled
(2) Street Workers (seasonal)	to be filled

1 WORKSHEET

2		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED

4 GENERAL FUND

5						
6	REVENUE	1,386,583	1,281,940	965,687	1,255,248	1,100,655
7						
8	EXPENDITURES					
9						
10	CITY COUNCIL	5,688	6,693	10,550	4,848	9,800
11	ADMINISTRATION	76,684	81,599	88,900	90,052	92,515
12	FINANCE and ACCOUNTING	117,618	121,690	129,755	120,161	142,731
13	CITY HALL	80,746	76,511	114,265	96,079	121,520
14	MUNICIPAL COURT	20,526	22,766	25,115	24,417	24,450
15	TAX OFFICE	23,505	23,488	24,000	21,596	22,000
16	LAW ENFORCEMENT	147,271	149,667	152,738	152,725	156,045
17	FIRE DEPARTMENT	20,808	33,915	38,330	30,073	21,222
18	CODE COMPLIANCE	28,072	47,425	52,613	65,332	68,090
19	STREETS	275,583	466,180	143,960	148,659	166,023
20	PARKS	4,317	4,944	7,330	17,312	9,285
21	AIRPORT	3,354	2,721	4,040	3,291	36,060
22	LIBRARY	70,228	67,131	73,230	69,459	78,334
23	DEBT SERVICE/TRANSFERS	476,365	99,184	98,500	358,971	100,250
25	AQUATIC RECREATION	0	0	0	0	47,125
26	TOTAL EXPENDITURES	1,350,765	1,203,914	963,326	1,202,975	1,095,450

27						
28						
29	FUND BALANCE	35,818	78,026	2,361	52,274	5,205

30						
31		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
32		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED

33 ENTERPRISE FUND

34						
35	REVENUE	1,023,794	1,246,386	1,201,605	1,277,164	1,205,515
36						
37	EXPENDITURES					
38						
39	WASTEWATER DEPARTMENT	0	119,090	121,152	105,691	125,960
40	WATER DEPARTMENT	487,690	370,953	408,969	358,421	435,572
41	SANITATION DEPARTMENT	316,066	307,576	328,150	288,245	333,350
42	TRANSFERS	90,737	246,548	309,750	271,745	272,500
43	TOTAL EXPENDITURES	894,493	1,044,167	1,168,021	1,024,102	1,167,382

44						
45	FUND BALANCE	129,301	202,219	33,584	253,062	38,134

46						
47	BALANCE (DEFICIT)	165,119	280,245	35,945	305,336	43,339

48						
49						
50						
51						
52						



GENERAL FUND

1	GENERAL FUND					
2						
3	REVENUE	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	TAXES					
7						
8	AD VALOREM TAXES--CURRENT	257,600	251,264	260,000	257,686	268,700
9	SALES TAX	391,791	396,736	394,000	404,903	401,000
10	FRANCHISE FEES-Cable	6,322	5,691	6,200	5,046	6,700
11	FRANCHISE FEES-Telephone	4,261	5,291	4,950	4,841	5,200
12	FRANCHISE FEES-Electric	53,335	53,065	57,000	55,976	60,000
13	FRANCHISE FEES-Gas	9,450	10,138	12,125	10,856	14,000
14	TOTAL	722,759	722,185	734,275	739,308	755,600
15						
16	LICENSES/PERMITS					
17						
18	ANIMAL CONTROL FEES	894	1,686	1,250	1,782	1,220
19	PERMITS AND INSPECTIONS	631	182	0	50	0
20	ITINERANT MERCHANT PERMIT	50	575	100	175	50
21	CODE COMP. FEES	0	0	50	70	100
22	TOTAL	1,575	2,443	1,400	2,077	1,370
23						
24	INTRAGOV'T TRANSFER					
25	IMPROVEMENT FUND	90,440	89,864	97,000	72,240	97,000
26	TRANSFER FROM UTILITY FUND-MGMT FEE	41,391	45,000	61,500	66,000	65,500
27	DONLEY COUNTY--LIBRARY MAINT	22,917	30,000	30,000	30,000	30,000
28	TRANSFER FROM GENERAL FUND CHECKING	0	341,000	0	200,000	0
29	TRANSFER FROM LIBRARY CD	6,200	6,000	5,000	8,950	0
30	TRANSFER TO TEXPOOL	0	0	0	58,300	0
30	TRANSFER FROM TEXPOOL	0	0	0	0	15,720
31	TOTAL INTERGOV'T	160,948	511,864	193,500	435,490	208,220
32						
33	MUNICIPAL COURT					
34						
35	MUNICIPAL COURT FINES	12,920	9,668	5,400	19,536	6,500
36						
37	TOTAL COURT	12,920	9,668	5,400	19,536	6,500
38						
39	MISCELLANEOUS					
40						
41	INTEREST EARNED	7,043	8,866	4,500	31,999	30,000
42	AIRPORT HANGAR RENT	9,049	6,269	7,000	6,304	7,000
43	REIMBURSEMENTS/AIRPORT RAMP GRANT	227	0	0	0	15,720
44	SALE OF SURPLUS ITEMS	1,210	0	0	0	6,000
45	TOWER RENTAL	10,542	11,148	11,000	11,423	13,000
46	ALCOHOL SALES PERMITS	1,240	410	1,200	1,300	410
47	FAX/COPY REVENUE	6	25	25	84	45
48	LIBRARY INCOME	6,691	4,892	5,200	5,669	7,500
49	MOWING FEE	0	0	2,002	0	1,000
50	TEXAS REVENUE RECOVERY ASSO.	59	214	185	175	190
51	MISC INCOME	0	3,956	0	1,883	100
52	POOL INCOME	0	0	0	0	48,000
53						
54	TOTAL MISCELLANEOUS	36,067	35,780	31,112	58,837	128,965
55	TOTAL GENERAL FUND	934,269	1,281,940	965,687	1,255,248	1,100,655



Streets

The mission of the Street Department is to provide and maintain public thoroughfares so as to be safe and comfortable to travel. Activities of the Street Department includes the maintenance of approximately 12 miles of streets, about 3 miles of which are graveled and unpaved, and the cleaning of drainage ditches which abut City streets.

The Street Department funds one (1) hourly employee. The hourly employee is responsible for maintaining street signs, painting stripes, and trimming trees that obscure traffic signs. The hourly employee will be allowed to "float" between departments as needed; employees from other departments will "float" to assist in the Street Department as well. Part-time extra help for summer activities has been included. Street lighting, a flat fee per street light, is funded in this department.

1 **GENERAL FUND**

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3

4 **STREETS**

5

6

7

8

9

10 payroll for 1 full-time employee

11 payroll taxes

12 health benefits; \$682.24 pp monthly, employee pays \$57.36, plus life

13 city matches 1-1 on 7% withholding

14 summer help

15 overtime when cross-utilized in Water and Wastewater emergencies

16

17

18

19

20

21

22

23

24

25 gas & oil

26 orange cones and barricades

27 provided by uniform service

28 hammers, wrenches

29 we spray for mosquitoes every summer

30 yellow vests; safety glasses

31 pre-mix asphalt, primer, gravel; pot-hole patching materials

32 base material; stabilization

33 shop towels; gloves; barricade tape; marking paint

34

35

36

37

38

39

40 small equipment

41 repairs to 1 vehicle

42 repairs to roller, chip spreader, zipper, water truck, distributor

43 street signs, no parking, stop, yield

44 sidewalk repairs

45 tires

46 annual report of chemical usage

47

48

49

1 GENERAL FUND

2

3

4 STREETS

2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED

5

6

7 PERSONNEL SERVICES

8

9

10 SALARIES/WAGES	20,081	21,280	26,365	22,212	27,683
11 TAXES-SOC SEC	2,216	2,255	3,300	2,395	3,200
12 LIFE & HEALTH INSURANCE	3,407	7,255	7,335	7,355	7,500
13 TMRS RETIREMENT	151	297	540	438	600
14 PART-TIME/EXTRA HELP	8,674	8,369	13,850	9,835	14,250
15 OVERTIME	501	444	1,000	513	1,200

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20 TOTAL	35,030	39,900	52,390	42,748	54,433
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21

22

23 MATERIAL AND SUPPLIES

24

25 GAS AND OIL	8,452	9,305	11,000	10,763	12,000
26 TRAFFIC CONTROL DEVICES	504	0	600	561	650
27 UNIFORMS/APPAREL	581	361	400	300	470
28 SMALL TOOLS	282	361	720	302	800
29 CHEMICALS/MOSQUITO SPRAY	1,676	3,061	2,600	2,020	2,800
30 SAFETY EQUIPMENT	845	983	1,200	724	1,000
31 PAVING MATERIALS/ASPHALT	16,757	16,576	17,000	14,198	17,000
32 ROAD BASE/STABILIZATION	1,972	5,940	6,000	5,893	8,000
33 CONSUMABLES	398	64	400	212	400

34

35

36 TOTAL	31,467	36,651	39,920	34,973	43,120
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37

38 MAINTENANCE

39

40 EQUIPMENT	390	1,180	1,200	998	1,400
41 VEHICLE MAINTENANCE	483	295	1,500	1,598	1,500
42 EQUIPMENT MAINTENANCE	4,753	5,051	5,000	8,963	6,000
43 STREET SIGNS	2,834	396	2,500	2,412	2,000
44 CURBING & DRAINAGE	557	244	2,500	154	2,200
45 TIRES	2,149	2,018	2,000	2,184	2,000
46 CHEMICAL REPORT FEE	0	67	100	0	120

47

48 TOTAL	11,166	9,251	14,800	16,309	15,220
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49

50 **STREETS**

51 continued

52

53

54

55 fixed cost per light for street lights throughout town

56 contract street paving

57 travel/training

58

59

60

61

62

63

64 3rd street repairs

65 large paving project funds from reserves

66 paid in full with budget amendment 17/18

67

68

69

70

71

72

73

50	STREETS	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
51	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
52						
53	TRAVEL/TRAINING/OVERHEAD					
54						
55	STREET LIGHTING	35,282	35,976	36,600	46,585	53,000
56	CONTRACT FOR PAVING	16,000	0	0	0	0
57	TRAVEL/TRAINING	0	11	250	44	250
58						
59	TOTAL	51,282	35,987	36,850	46,629	53,250
60						
61						
62	CAPITAL OUTLAY					
63						
64	3rd STREET IMPROVEMENTS	146,638	3,391	0	0	0
65	C.I.P. STREET IMPROVEMENTS	0	341,000	0	0	0
66	DUMP TRUCK	0	0	0	8,000	0
67						
68						
69	TOTAL	146,638	344,391	0	8,000	0
70						
71						
72	TOTAL STREETS	275,583	466,180	143,960	148,659	166,023
73						

FINANCE and ACCOUNTING

Finance and Accounting funds the salary for the City Secretary, Utility Clerk, and part-time Office Assistant.

The City Secretary is the Chief Financial Officer, responsible for legally posting all notices and agendas, for recording minutes of each official Council meeting, and for responding to Open Records requests. Additionally, the City Secretary is the Elections Officer, and coordinates all Municipal elections.

Financial activities include planning, administration, and supervision of all financial operations of the City. These financial operations include, but are not limited to, accounts payable, accounts receivable, payroll, general ledger maintenance, financial reports, data processing services, investments, and debt management.

The City Secretary maintains records of drug testing, employee health benefits, and all of the City's Physical Damage and Liability coverage.

The City Secretary/Finance Officer, while supervised by the City Administrator, is appointed by the City Council. This arrangement provides for a clear delineation of responsibilities, and establishes a superior set of checks and balances for the management of public funds.

The Utility Clerk is responsible for input of water meter reads to process utility bills, collecting funds, and accounting for those collections. The Clerk tracks all utility accounts and verifies meter reads for accurate billing. The Utility Clerk is responsible for ensuring TCEQ reporting compliance. The Utility Clerk is also the Municipal Court Clerk and works directly with the Municipal Judge.

The Utility Clerk and the Office Assistant are the first people the customer comes into contact with. They document complaints and relay the information to proper departments for action. They are professional and courteous and represent the City in a positive way.

1 **GENERAL FUND**

2

3 **FINANCE / ACCOUNTING**

4

5

6

7

8

9 salary for City Secretary

10 phone allowance @ \$30 per month

11 vehicle allowance @ \$80 per month for local errands

12 payroll taxes

13 health benefits @ \$682.24 pp/monthly, employee pays 57.36, & life

14 retirement benefits--the City matches 1-1 on a 7% withholding

15 salary for the Office Assistant for 25 hrs a week

16 salary for Utility Clerk

17 overtime

18

19

20

21

22

23 logo shirts

24 calculators, etc

25 storage containers for city records

26

27

28

29

30 registration for conferences/meetings; TexasMunicipal Clerks Association

31 travel expenses; hotel, mileage, meals, flights

32 dues to Texas Municipal Clerks Association, payroll alert, etc..

33 bond for Utility Clerk, Office Assist

34 pre-employment drug/alcohol testing, random required by TxDOT

35 annual audit

36 INCODE software maintenance expense

37 bills, envelopes, purchase orders, receipts

38 revenue recovery for texas cities that collect unpaid utilities for each other

39 Finance and Accounting portion of monthly computer maintenance

40

41

42

43

1	GENERAL FUND					
2						
3	FINANCE / ACCOUNTING	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	PERSONNEL SERVICES					
8						
9	CITY SECRETARY SALARY	36,183	36,275	38,115	36,275	40,785
10	PHONE ALLOWANCE	150	360	360	360	360
11	AUTOMOBILE ALLOWANCE	480	480	480	480	960
12	PAYROLL TAXES	5,062	5,343	5,840	5,051	6,340
13	HEALTH & LIFE INSURANCE	13,538	14,500	14,670	14,499	15,000
14	TMRS RETIREMENT	430	986	1,254	1,324	1,520
15	PART TIME WAGES	11,236	12,012	13,580	9,378	14,259
16	UTILITY CLERK WAGES	21,717	23,042	23,026	22,261	24,177
17	OVERTIME	206	0	200	166	200
18	TOTAL	89,002	92,998	97,525	89,794	103,601
19						
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	267	200	200	0	200
24	MINOR APPARATUS/OFFICE EQ.	462	253	500	120	200
25	RECORDS RETENTION CONTAINER	0	0	0	0	3,200
26	TOTAL	729	453	700	120	3,600
27						
28	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
29						
30	EDUCATION/TRAINING	1,027	636	600	944	800
31	MEETINGS/TRAVEL EXPENSE	2,285	1,501	1,800	1,792	1,600
32	DUES/SUBSCRIPTIONS	366	369	400	305	300
33	BONDS	150	81	500	121	50
34	PHYSICAL/ALCOHOL/DRUG TESTING	1,228	600	500	936	600
35	AUDIT SERVICES	11,700	12,000	14,000	12,350	17,000
36	SERVICE CONTRACTS/INCODE	9,673	10,157	10,500	10,664	11,300
37	PRINTING EXPENSE	1,383	1,262	1,600	1,580	1,700
38	TEXAS REVENUE RECOVERY ASSN	75	253	250	175	300
39	MONTHLY COMPUTER MAINTENANCE	0	1,380	1,380	1,380	1,380
40	COMPUTER SOFTWARE	0	0	0	0	500
41	TOTAL	27,887	28,239	31,530	30,247	35,530
42						
43						
44	TOTAL FINANCE / ACCOUNTING	117,618	121,690	129,755	120,161	142,731



TAX OFFICE

The Tax Department funds the expenses of the Donley Appraisal District, which is responsible for collecting ad valorem taxes for all taxing entities in Donley County. Clarendon pays the Appraisal District quarterly.

The Appraisal District provides mapping services, property descriptions, and appraisal services.

1	GENERAL FUND
2	
3	
4	TAX OFFICE
5	
6	
7	
8	
9	City of Clarendon pays an annual support fee to the Donley Apprasial
10	District for appraisal and collection services. This fee is paid quarterly.
11	
12	
13	
14	

1	GENERAL FUND					
2						
3						
4	TAX OFFICE	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	CONTRACTED SERVICES					
8						
9	APPRAISAL DISTRICT	23,505	23,488	24,000	21,596	22,000
10						
11	TOTAL	23,505	23,488	24,000	21,596	22,000
12						
13	TOTAL TAX OFFICE	23,505	23,488	24,000	21,596	22,000
14						

MAYOR & CITY COUNCIL

The City of Clarendon is a Type "A" General Law city as defined by the State of Texas, and operates in accordance with the Constitution of the State of Texas. The Council consists of a Mayor and 5 Alderman, all whom are elected "at large" to 2-year staggered terms. The City of Clarendon has, by ordinance, created the position of City Administrator; the Council conducts long-range planning and establishes policies, and the City Administrator enforces those policies and manages the day-to-day operations of the City.

The goals of the Council are to set policies, approve funding levels, and to determine the levels of services provided by the City in order to develop and support a strong and economically viable community. The City Council's highest-priority concerns are the need for planning (capital improvements and equipment replacement), ways to attract new businesses and residents, promotion of heritage tourism, and the need for continual code compliance.

This budget includes funds to support the Mayor's and the Council's activities, provides a modest amount for training and associated travel, provides funding for elections, and funds a modest account for advertising and promotion of the community.

1 **GENERAL FUND**

2

3

4 **MAYOR & CITY COUNCIL**

5

6

7

8

9 3-ring binders; books, manuals; snacks

10 shirts for Council Members

11

12

13

14

15

16 school for CouncilMember training; TML regional and annual conference

17 TML Quarterly Meeting

18 hotel/travel to TML Annual Conference and Council training

19 annual election expense-often shared with CISD and Hospital Dist.

20 local ads-- Christmas ad, 4th of July, Veterans day, etc....

21 TML and PRPC annual dues

22 bond for Mayor & Mayor Pro Tem

23 annual email domain fee

24

25

26

27 cooperative efforts for community programs

28 tourism promo other than Chamber initiatives--like refrigerator magnets with City logo

29

30

31

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33

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37

1	GENERAL FUND					
2						
3						
4	MAYOR & CITY COUNCIL	2015-2016	2016-2017	2017-2018	2017-2018	2017-2018
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	MATERIAL and SUPPLIES					
8						
9	SUPPLIES for MEETINGS	264	175	200	105	200
10	APPAREL	0	0	0	0	300
11						
12	TOTAL	264	175	200	105	500
13						
14	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
15						
16	EDUCATION/TRAINING	0	67	500	0	500
17	TML QUARTERLY MEETING	645	0	750	0	900
18	MEETINGS/TRAVEL	205	286	500	529	600
19	ELECTIONS	36	2,116	2,400	36	2,400
20	ADVERTISING-LOCAL	1,290	843	1,500	664	1,200
21	DUES and SUBSCRIPTIONS	1,147	1,004	1,200	1,054	1,200
22	BONDS	100	35	1,000	286	0
23	INTERNET EMAIL DOMAIN	0	0	0	0	
24	TOTAL	3,423	4,351	7,850	2,569	6,800
25						
26	PROJECTS					
27						
28	COMMUNITY PROGRAMS	2,000	2,000	2,000	2,000	2,000
29	ADVERTISING-PROMOTION	0	167	500	174	500
30						
31						
32	TOTAL	2,000	2,167	2,500	2,174	2,500
33						
34	TOTAL CITY COUNCIL	5,687	6,693	10,550	4,848	9,800

AIRPORT

The Airport Department funds support maintenance at Bass Field/Smiley Johnson Airport, a municipal airport owned and maintained by the City of Clarendon.

The City of Clarendon leases land for private aircraft hangars, and this income just covers the expense of mowing, maintaining lighting equipment, and the electricity for runway lighting.

1	GENERAL FUND
2	
3	
4	AIRPORT
5	
6	
7	electricity for runway lights and beacon; water well pump
8	repairs/replacement of damaged or burned-out lights
9	chains for tie-down; marking paint; well repairs
10	cleaning the pilots lounge- 50 monthly
11	cleaning supplies
12	paper towels and toilet paper in pilots' lounge
13	ramp grant match 50/50
14	
15	
16	
17	

1	GENERAL FUND					
2						
3						
4	AIRPORT	2015-2016	2016-2017	2017-2018	2017-2018	2018-2018
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	ELECTRICITY	2,514	1,841	1,500	1,680	1,800
8	LIGHTS	7	32	500	201	750
9	REPAIRS & MAINTENANCE	145	196	1000	683	1000
10	HOUSEKEEPING	600	600	800	600	800
11	HOUSEKEEPING SUPPLIES	88	11	120	31	150
12	CONSUMABLES	0	41	120	96	120
13	CRACK SEALING	0	0	0	0	31,440
14						
15						
16						
17						
18	TOTAL AIRPORT	3,354	2,721	4,040	3,291	36,060



LAW ENFORCEMENT

For many years, the Donley County Sheriff's Department has provided Law Enforcement Services to the City of Clarendon.

On October 01, 2015, the City and Donley County entered into a 5-year agreement which provided for a base rate of compensation and a 2% annual increase. The City is currently in the process of renewing the contract on the same terms to be effective October 1, 2020.

Fines and court costs for ordinance violations and Class C misdemeanors within the City all are payable to the City.

The Sheriff's office provides all personnel and equipment for law enforcement, dispatching, and incarcerations.

1	GENERAL FUND
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3	
4	LAW ENFORCEMENT
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	PRPC has taken the responsibility of paying this electricity
16	contract for law enforcement services; 2% annual increase
17	support for 911 system
18	
19	
20	
21	
22	
23	

1	GENERAL FUND					
2						
3						
4	LAW ENFORCEMENT	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	MAINTENANCE					
8						
9	MAINTENANCE to TOWER	0	0	0	0	0
10						
11	TOTAL	0	0	0	0	0
12						
13	CONTRACTUAL SERVICES					
14						
15	ELECTRIC UTILITIES	412	0	0	0	0
16	LAW ENFORCEMENT CONTRACT	146,403	149,331	152,318	152,318	155,370
17	PANCOM 911 SYSTEM SUPPORT	456	336	420	407	475
18						
19	TOTAL	147,271	149,667	152,738	152,725	155,845
20						
21						
22	TOTAL LAW ENFORCEMENT	147,271	149,667	152,738	152,725	156,045



MUNICIPAL COURT

The Legal and Court Department funds the monthly salary for a part-time Municipal Judge, expenses for the hourly cost of the City Attorney, and expenses for the hourly cost of an assistant City Attorney.

The Municipal Judge is generally in the office 2 days a week, and is available on an "as-needed" basis. The Municipal Judge deals with Ordinance violations and all Class C Misdemeanors, occasionally presides over jury trials, and provides arraignments as needed.

The City Attorney is selected by the City Council, and is paid for hourly to work on an "as-needed" basis. The City Attorney also acts as Prosecutor in jury trials.

The City Attorney is James Shelton with Shelton & Shelton, PLLC.

1 **GENERAL FUND**

2

3

4 **MUNICIPAL COURT**

5

6

7

8

9

10 \$678.45/month salary for Municipal Judge

11 payroll taxes

12 Court Clerk 0.30 per hour Certification Pay

13 Court Clerk retirement on the .30 per hour

14

15

16

17 paper, rubber stanps, file folders, docket books; general office supplies

18 calculator; etc

19 filing cabinet, etc.

20 required by legislature- moved to m. court building security fund

21

22

23

24

25

26 monthly computer mx- paid by reserve funds in municipal court tech fund

27 court software & maintenance

28

29

30

31

32

33 City Attorney and Prosecutor expense; accumulated hourly

34 Asst City Attorney services; mostly legal questions; bills by 1/10 hr intervals

35 travel expense to schools and meetings--Judge

36 schooling expense--Judge

37 schooling expense--Clerk

38 travel expense to schools and meetings--Clerk

39 telephone and internet

40 failure to apprear (FTA) program through DPS

41 postage for letters and notices; jury summons

42 pass-thru from fines

43 expense for jury trials;

44 Purdue-Fielding collects unpaid Municipal Court fines

45 organizational dues

46 bond for Municipal Judge

47

48

49

50

51

52

1	GENERAL FUND					
2						
3						
4	MUNICIPAL COURT	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	PERSONNEL SERVICES					
9						
10	JUDGES SALARY	7,200	7,565	7,790	7,754	8,180
11	PAYROLL TAXES	551	579	680	636	695
12	COURT CLERK SALARY	0	0	760	622	800
13	COURT CLERK RETIREMENT	0	0	0	12	20
14	TOTAL	7,751	8,144	9,230	9,024	9,695
15						
16	MATERIAL AND SUPPLIES					
17						
18	OFFICE SUPPLIES	251	172	200	98	250
19	MINOR TOOLS AND APPARATUS	60	85	150	100	150
20	FURNITURE AND FIXTURES	0	0	150	206	130
21	SECURITY CAMERA	0	0	1,380	0	0
22						
23	TOTAL	311	257	1,880	404	530
24						
25	MAINTENANCE OF EQUIPMENT					
26						
27	MONTHLY COMPUTER MAINTENAINCE	362	1,415	1,380	0	0
28	COMPUTER SOFTWARE & MAINT.	2,610	2,610	2,650	2,610	2,650
29						
30	TOTAL	2,972	4,025	4,030	2,610	2,650
31						
32	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
33						
34	CITY ATTORNEY	467	4,528	3,500	5,247	3,500
35	ASSISTANT CITY ATTORNEY	893	1,855	750	490	500
36	JUDGE -TRAVEL EXPENSE	324	0	250	100	250
37	JUDGE -TRAINING	50	150	250	100	250
38	CLERK - TRAINING	200	0	200	0	200
39	CLERK - TRAVEL	698	0	325	0	200
40	TELEPHONE & INTERNET	820	720	840	720	800
41	OMNIBASE FEES	96	48	120	78	100
42	POSTAGE	98	193	120	197	125
43	STATE COURT FEES	4,957	2,332	3,500	5,004	4,400
44	COURT & TRIAL EXPENSE	0	0	150	0	200
45	COLLECTION FEES (PERDUE-FIELDING)	866	497	1,200	418	900
46	DUES & SUBSCRIPTIONS	0	0	100	0	100
47	BOND	23	17	50	25	50
48						
49	TOTAL	9,492	10,340	11,355	12,379	11,575
50						
51						
52						
53	TOTAL LEGAL AND COURT	20,526	22,766	26,495	24,417	24,450

FIRE and SAFETY

The Clarendon Volunteer Fire Department is an all-volunteer organization that protects the lives of the citizens by providing prompt and efficient rescue services. Its mission is to protect property from loss to fire or other natural disaster by providing fire suppression, fire prevention, fire rescue, and enforcement of State and local laws.

The Clarendon Volunteer Fire Department is also a "first responder" at motor vehicle accidents. Firefighters are cross-trained in Emergency Medical Services and have the equipment and the experience to extract victims from crushed vehicles. Of note is their Dive Team, the best-trained group in the area for providing underwater search, rescue, and recovery.

Fire Department activities include administration, fire prevention, fire control, rescue operations, communications, equipment and facilities maintenance, training, inspections, emergency care, emergency preparedness, and emergency medical training. Part of the emergency preparedness includes "storm spotting".

The City of Clarendon supports the Fire Department by funding its physical damage and liability insurance on vehicles and building, and also funds a portion of their operations with a monthly stipend.

The City Fire Marshal is funded from this department.

Approximately 40% of the calls for service are within the City Limits of Clarendon.

1	GENERAL FUND
2	
3	
4	FIRE AND SAFETY
5	
6	
7	
8	
9	Jeremy Powell's salary as the City's Fire Marshal
10	payroll tax
11	
12	
13	
14	
15	
16	stipend paid to fire department
17	
18	
19	
20	
21	
22	food and drinks for when firefighters are active for extended periods without support
23	repairs to remote sirens across town
24	Vol Fire Dept is included in the City's audit; they pay their portion
25	we pay fuel expenses for travel to schools
26	telephone service/siren loop- no longer needed
27	
28	
29	
30	
31	

1	GENERAL FUND					
2						
3						
4	FIRE AND SAFETY	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SALARIES--FIRE MARSHAL	1,800	1,891	1,950	1,938	2,047
10	TAXES-SOC SEC	138	145	160	148	175
11						
12	TOTAL	1,938	2,036	2,110	2,086	2,222
13						
14	MATERIAL and SUPPLIES					
15						
16	FUEL and OPERATIONS SUBSIDY	18,000	18,000	18,000	18,000	18,000
17						
18	TOTAL	18,000	18,000	18,000	18,000	18,000
19						
20	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
21						
22	EMERGENCY SUPPORT	0	0	300	238	400
23	SIREN MAINTENANCE and REPAIRS	0	13,000	17,000	8,960	0
24	AUDIT	250	250	300	255	300
25	TRAVEL EXPENSE--SCHOOLS	206	211	200	181	300
26	TELEPHONE/SIREN LOOPS	414	418	420	353	0
27						
28						
29	TOTAL	870	13,879	18,220	9,987	1,000
30						
31	TOTAL FIRE DEPT	20,808	33,915	38,330	30,073	21,222

CODE COMPLIANCE

The mission of the Code Compliance Department is to promote the health and safety of the citizens by ensuring that all applicable ordinances and state laws have been and are being followed. Additionally, the Code Compliance Department is responsible for Animal Control activities as well as Nuisance Abatement activities, including junked vehicle removal and tall grass/weed abatement.

This department funds one combination Code Compliance and Animal Control Officer.

A viable Code Compliance Department will improve the aesthetics of the community while helping to maintain property values. Additionally, a strong Code Compliance Department will help us improve the fire insurance key rate discount.

1

2

3

4 **CODE COMPLIANCE**

5

6

7

8 payroll for Code Compliance Officer

9

10 payroll taxes

11 life insurance, employee has health insurance provided by prior employer

12 city matches 1-1 on 7% withholding

13 overtime for occasional night calls about animal control

14

15

16

17

18

19

20

21 cleaning supplies

22 basic office supplies

23 fuel and oil for 1 vehicle

24 provided by uniform service

25 animal snare; traps

26 chemicals for euthanasia

27 drugs for tranquilizer gun

28 dog and cat food

29 cat litter; paper towels

30 gloves;locks

31 printing door hangers; violation books

32 food bowls, leashes, food storage containers, etc....

33 \$125.00 quarterly medication, food,support/ animal adoption service

34

35

36

37

38 repairs to 1 vehicle

39 repairs to euthanasia equipment/ cages/catch poles repairs

40

41

1	GENERAL FUND					
2						
3	CODE COMPLIANCE	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	SALARIES/WAGES	18,564	30,231	30,428	26,520	31,950
9	CONTRACT LABOR	1,030	0	0	0	0
10	TAXES-SOC SEC	1,463	2,327	2,375	2,152	2,420
11	LIFE and HEALTH INSURANCE	44	75	75	-6	75
12	TMRS RETIREMENT	142	416	465	537	530
13	OVERTIME	557	185	500	517	500
14						
15						
16						
17						
18	TOTAL	21,800	33,234	33,843	29,720	35,475
19						
20	MATERIAL AND SUPPLIES					
21	CLEANING SUPPLIES	0	0	0	0	50
22	OFFICE SUPPLIES	351	0	60	10	80
23	GAS AND OIL	1,447	1,987	2,100	2,091	2,300
24	UNIFORMS/APPAREL	115	115	200	276	300
25	MINOR APPARATUS/SMALL TOOL	303	335	1,200	345	1,400
26	CHEMICALS	88	146	180	117	220
27	TRANQUILIZER GUN/AMMO	0	0	100	0	100
28	FOOD FOR ANIMALS	320	265	300	91	375
29	CONSUMABLES	35	80	175	208	150
30	SAFETY EQUIPMENT	26	63	300	10	350
31	PRINTING EXPENSE	166	0	200	121	250
32	MINOR SUPPLIES	0	0	0	0	200
33	ANIMAL ADOPTION SERVICE	0	0	0	0	500
34	TOTAL	2,851	2,991	4,815	3,269	6,225
35						
36	MAINTENANCE					
37						
38	MOTOR VEHICLE REPAIRS	117	570	650	533	700
39	EQUIPMENT REPAIRS	0	92	300	0	300
40						
41	TOTAL	117	662	950	533	1,000
42						

42

43 **CODE COMPLIANCE**

44 continued

45

46

47

48 demolition of condemned structures

49 International Code Council (ICC) membership

50 travel expense to meetings and schools

51 code enforcement school, backflow testing school, animal control school

52 City cell phone

53 postage for violation notices

54 boarding for strays; rabies testing

55 consulting & trial attorney fees

56 updating clarendons code of ordinances by codification

57 electricity at Animal Control facility

58 contract clean-up of private properties in violation of codes

59 Code Compliance portion of monthly computer maintenance

60

61

62

63

64 improvements to Animal Control facility

65 cat and dog cages

66 third of three payments for Code vehicle

67

68

69

70

43

44	CODE COMPLIANCE	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
45	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
46						
47	TRAVEL/TRAINING/OVERHEAD					
48	DEMOLITION	0	0	0	12,267	12,000
49	DUES	0	0	120	100	150
50	MEETINGS/TRAVEL EXP	1,570	42	400	532	500
51	TRAINING	450	0	500	895	400
52	CELL PHONE	294	284	325	174	360
53	POSTAGE	6	20	200	0	200
54	PROF SERVICES/VETERINARY	20	162	500	370	500
55	ATTORNEY FEES	253	2,705	2,000	1,371	2,000
56	ORDINANCE CODIFICATION	655	1,255	1,000	415	300
57	UTILITIES (ELECTRICITY)	53	52	80	68	100
58	CONTRACT MOWING	3	50	500	0	500
59	COMPUTER MAINT.	0	1,380	1,380	1,380	1,380
60	TOTAL	3,304	5,950	7,005	17,572	18,390
61						
62	CAPITAL EXPENSE					
63						
64	BUILDING IMPROVEMENTS	0	0	1,000	29	2,000
65	CAGES	0	88	500	0	500
66	TRANSFER TO ROLLING STOCK	0	4,500	4,500	4,500	4,500
67	MONOFILL CONSTRUCTION	0	0	0	9,708	0
68						
69	TOTAL CAPITAL EXPENSE	0	4,588	6,000	14,237	7,000
70						
71	TOTAL CODE COMPLIANCE	28,072	47,425	52,613	65,331	68,090



CITY HALL

The City Hall Department funds the comprehensive maintenance of the City Hall building. Additionally, expenses of general benefit to all City departments are funded here: telephone/internet service, utilities (electric and gas), copier lease; computer network maintenance; post office box rent; general office supplies; and all of the expense of the City's Physical Damage and General Liability insurance.

Neither salaries nor wages are paid from this department.

1 **GENERAL FUND**

2

3

4 **CITY HALL**

5

6

7

8 christmas party, thanksgiving turkey, appreciation breakfast

9

10

11

12

13

14 housekeeping supplies

15 office supplies for City Hall department functions

16 fire extinguisher maintenance

17 security camera

18

19

20

21

22

23 hardware maintenance to servers and back-up drives

24 repairs to City Hall building including paint, tile, carpet, etc

25 repairs to office equipment

26

27

28

29

30

31 mail box for City Hall

32 postage for all City Hall functions

33 physical damage/liability/workers comp coverage/bonds

34 flowers from City recognizing the passing of family of elected officials or employees

35 electricity for City Hall

36 gas for City Hall

37 telephone and internet for City Hall

38 weekly cleaning of city hall

39 lease for general-use copy machine

40 quarterly pest control services

41 paper towels; toilet paper

42 Pitney-Powes postage machine

43 2 mats with city logo for office entrance and walkway

44 6 network business phones and 2 headsets - complete system

45

46

47

48

49

50

51

52 new computer equipment

53

54

1	GENERAL FUND					
2						
3	CITY HALL	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	EMPLOYEE APPRECIATION EVENTS	2,704	2,677	3,800	3,354	4,000
9						
10	TOTAL	2,704	2,677	3,800	3,354	4,000
11						
12	MATERIAL AND SUPPLIES					
13						
14	HOUSEKEEPING SUPPLIES	181	201	200	160	250
15	OFFICE SUPPLIES	2,445	2,498	2,500	2,350	3,000
16	SAFETY EQUIPMENT	28	94	130	113	130
17	SECURITY EQUIPMENT	0	0	150	115	200
18						
19	TOTAL	2,654	2,793	2,980	2,738	3,580
20						
21	MAINTENANCE OF EQUIPMENT					
22						
23	MONTHLY COMPUTER MAINTENANCE	4,769	270	3,200	36	0
24	BUILDING MAINTENANCE	276	1,069	25,000	13,449	25,000
25	EQUIPMENT MAINTENANCE	150	41	400	355	500
26						
27	TOTAL	5,195	1,380	28,600	13,840	25,500
28						
29	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
30						
31	POST OFFICE BOX RENT	90	86	110	92	115
32	POSTAGE	5,129	5,327	5,800	5,685	6,000
33	TMLIRP INSURANCE	49,472	51,647	57,000	55,867	63,250
34	BEREAVEMENT	118	81	300	261	300
35	UTILITIES (ELECTRIC)	3,352	3,535	3,400	4,927	3,700
36	UTILITIES (GAS)	1,906	1,880	3,000	1,931	3,200
37	TELEPHONE/INTERNET	984	979	1,250	994	1,250
38	HOUSEKEEPING	1,800	1,800	2,200	1,800	2,200
39	COPIER LEASE	1,343	1,585	2,400	1,453	2,400
40	PEST CONTROL	500	500	575	500	575
41	CONSUMABLES	697	933	900	705	950
42	EQUIPMENT RENTALS	447	329	450	222	500
43	SERVICE MATS (2)	342	423	500	468	500
44	BUSINESS PHONE SYSTEM	0	3,500	3,500	0	0
45						
46						
47	TOTAL	66,180	72,605	81,385	74,905	84,940
48						
49	PROJECTS / CAPITAL OUTLAY					
50						
51						
52	COMPUTER EQUIPMENT	4,013	556	1,000	1,242	3,500
53						
54	TOTAL	4,013	556	1,000	1,242	3,500
55						
56	TOTAL CITY HALL	80,746	80,011	117,765	96,079	121,520

LIBRARY

This department funds the Gabie Betts Burton Memorial Library. One full-time Librarian and 3 part-time Library assistants are funded.

Activities include providing an array of computers for public use, educational programs for all ages, and, of course, books and periodicals.

Donley County also provides financial support for the library. The County contributes \$30,000 annually made in monthly payments.

1	
2	
3	
4	LIBRARY
5	
6	
7	
8	payroll for Librarian
9	payroll--3 part-time employees
10	payroll taxes
11	life benefits, Librarian on medicare
12	City matches 1-1 on 7% withholding
13	
14	
15	
16	
17	
18	
19	
20	basic office supplies
21	calculator, etc
22	housekeeping supplies
23	books, other than those purchased with grant funds
24	paper towels, etc.
25	shirt's with City logo
26	
27	
28	
29	
30	maintenance to staff & public-use computers
31	repairs to building
32	computer equipment & programs
33	
34	
35	
36	
37	
38	
39	travel expense to meetings and schools
40	membership to library organizations
41	electric utilities
42	gas utilities
43	telephone; internet
44	quarterly pest control services
45	annual contract for user fee & maintenance
46	annual fire extinguisher service
47	bond for librarian
48	
49	
50	
51	

1	GENERAL FUND					
2						
3	LIBRARY	2015-2016	2016-2017	2017-2018	2017-2018	2018-2018
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	SALARIES	27,557	28,654	28,995	29,064	30,444
9	PART TIME SALARIES	17,920	19,814	23,050	20,200	24,205
10	PAYROLL TAXES	3,410	3,636	4,060	3,697	4,210
11	HEALTH & LIFE INSURANCE	75	75	125	64	125
12	TMRS RETIREMENT	202	393	795	560	725
13						
14						
15						
16	TOTAL	49,164	52,572	57,025	53,585	59,709
17						
18	MATERIAL AND SUPPLIES					
19						
20	OFFICE SUPPLIES	1,370	708	1,000	1,327	1,200
21	MINOR APPARATUS/OFFICE MACHINES	110	0	250	75	300
22	HOUSEKEEPING SUPPLIES	176	160	200	140	260
23	BOOKS	3,497	2,940	2,500	3,222	3,500
24	CONSUMABLES	17	159	200	139	200
25	UNIFORMS	132	0	0	0	0
26	TOTAL	5,302	3,967	4,150	4,903	5,460
27						
28	MAINTENANCE OF EQUIPMENT					
29						
30	MONTHLY COMPUTER MAINTENANCE	1,720	1,485	1,380	1,380	1,380
31	BUILDING MAINTENANCE	5,517	753	1,500	987	1,500
32	COMPUTER HARDWARE/SOFTWARE	46	241	500	207	500
33						
34	TOTAL	7,283	2,479	3,380	2,574	3,380
35						
36	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
37						
38						
39	TRAVEL & TRAINING	65	194	300	194	850
40	DUES	158	150	200	164	250
41	UTILITIES (ELECTRIC)	2,335	2,437	2,250	3,050	2,450
42	UTILITIES (GAS)	997	974	1,350	1,057	1,500
43	TELEPHONE & INTERNET	720	720	825	720	825
44	PEST CONTROL	500	500	500	500	500
45	HARRINGTON USER FEE	3,092	3,118	3,200	2,700	3,300
46	SAFETY EQ. & MAINTENANCE	612	20	50	12	60
47	BOND	0	0	0	0	50
48						
49						
50	TOTAL	8,479	8,113	8,675	8,397	9,785
51						
52	TOTAL LIBRARY	70,228	67,131	73,230	69,459	78,334



ADMINISTRATION

The Administration Department funds the salary for the City Administrator, including expenses for travel and training.

The City Administrator is hired by, and serves at the pleasure of the Council. The City Administrator is responsible for administration of all personnel, enforcement of all of the City Council's policies, public relations, and is responsible for the efficient operation of all governmental operations and activities.

1	GENERAL FUND
2	
3	ADMINISTRATION
4	
5	
6	
7	Salary for City Administrator
8	350.00 per month for vehicle use
9	payroll tax
10	health benefits; \$682.24 pp monthly, employee pays \$57.36, plus life
11	retirement benefits--the City matches 1-1 on a 7% withholding
12	
13	
14	
15	
16	
17	
18	
19	
20	calculators, etc.. Not funded this year
21	City cell phone
22	Administration portion of monthly computer maintenance
23	
24	
25	
26	
27	
28	
29	travel and lodging for meetings, conferences, schools
30	registration for various meetings/seminars
31	Texas City Management Association; Lions Club
32	minor expenses like meals for visiting engineers and consultants
33	annual bond for handling City money
34	boil water notices; ordinance publications
35	budget notices are now required to be separate from ther legal notices
36	
37	
38	

1	GENERAL FUND					
2						
3	ADMINISTRATION	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	SALARIES/WAGES	59,334	61,827	66,500	68,163	68,495
8	AUTOMOBILE ALLOWANCE	3,600	3,600	3,600	3,600	4,200
9	TAXES-SOC SEC	4,509	4,958	5,020	5,393	5,300
10	LIFE & HEALTH INSURANCE	6,769	7,250	7,335	7,355	7,500
11	TMRS RETIREMENT	462	896	1,320	1,382	1,670
12						
13						
14						
15	TOTAL	74,674	78,531	83,775	85,893	87,165
16						
17						
18	MATERIAL AND SUPPLIES					
19						
20	MINOR APPARATUS	0	0	150	0	150
21	CELL PHONE	293	539	445	648	500
22	COMPUTER MONTHLY IT SERVICE	0	1,380	1,380	1,380	1,380
23						
24	TOTAL	293	1,919	1,975	2,028	2,030
25						
26						
27	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
28						
29	MEETINGS/TRAVEL EXPENSES	88	95	500	842	700
30	EDUCATION/TRAINING	926	198	500	280	800
31	DUES/SUBSCRIPTIONS	105	115	150	20	200
32	EXPENSE ACCOUNT	82	19	300	68	300
33	INSURANCE/BONDS	50	20	500	0	0
34	LEGAL NOTICES	467	701	1,200	921	1,250
35	BUDGET NOTICES	0	0	0	0	70
36	TOTAL	1,718	1,148	3,150	2,131	3,320
37						
38	TOTAL ADMINISTRATION	76,685	81,598	88,900	90,052	92,515

PARKS

The mission of the Parks Department is to provide and maintain the outdoor recreational facilities of the City in a safe and attractive condition.

Parks Department responsibilities include mowing, maintenance of playground equipment, and maintenance around the ball fields and the park restroom facilities.

Clarendon park facilities include park area located between 6th and 7th Streets, just east of Park Street.

The Parks Department's single employee position is a seasonal positional of 25 hours a week, \$9.00 an hour for 20 weeks during the summer.

1 **GENERAL FUND**

2

3

4 **PARKS**

5

6

7

8

9 temporary summer worker for 25 hrs. a week, 9.00 hr., 20 weeks

10 payroll taxes for summer help

11

12

13

14

15

16

17

18

19

20

21

22

23 t-shirt w/city logo

24 weedeater string, hand tools

25 1 vehicle, mowers, weedeaters

26 weedkiller

27 safety glasses

28 shop towels; wasp spray; gloves, paper products for restrooms

29

30

31

32

33

34

35 repairs to restrooms-toilets & lavatories, towel dispensers

36 repairs to mowers/weedeaters

37

38

39

40

41

42

43 weedeater

44 bench

45 trash can

46 material for ground cover in the old horseshoe pit- moving child riding toys there

47

48

49

50

1	GENERAL FUND					
2						
3						
4	PARKS	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	3,402	3,915	4,500	2,592	4,725
10	PAYROLL TAXES	260	299	360	198	390
11						
12						
13						
14						
15						
16						
17						
18						
19	TOTAL	3,662	4,214	4,860	2,790	5,115
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	0	0	100	0	120
24	SMALL TOOLS	194	0	600	10	650
25	FUEL AND OIL	62	123	250	63	300
26	CHEMICALS/HERBICIDE/PESTICIDE	0	0	150	39	200
27	SAFETY EQUIPMENT	5	0	100	15	150
28	CONSUMABLES	10	17	120	20	150
29						
30						
31	TOTAL	271	140	1,320	147	1,570
32						
33	MAINTENANCE					
34						
35	RESTROOMS MAINTENANCE	0	21	300	45	300
36	EQUIPMENT/PARTS	174	569	500	1,160	500
37	PROFESSIONAL SERVICES	0	0	0	12,890	0
38						
39	TOTAL	174	590	800	14,095	800
40						
41	CAPITAL OUTLAY					
42						
43	WEEDEATER	210	0	350	280	0
44	BENCH	0	0	0	0	700
45	GARBAGE RECEPTICLE	0	0	0	0	500
46	PLAY GROUND AREA	0	0	0	0	600
47	TOTAL	210	0	350	280	1,800
48						
49						
50	TOTAL PARKS	4,317	4,944	7,330	17,312	9,285

POOL OPERATIONS

This department was added in the 2017/2018 FY to track revenue and expenses for the City Pool.

1	GENERAL FUND
2	
3	
4	POOL
5	
6	
7	
8	
9	Salaries for Pool Personnel
10	Payroll expense
11	Aquatics Manager and Lifeguard Training
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	Uniform Expense
24	Drinks, Candy, Snacks
25	Pool Treatment Chemicals
26	Electricity Expense
27	Phone bill
28	
29	
30	
31	
32	
33	
34	
35	Cleaning Supplies, soap, Paper Goods
36	Maintaince and Repair Parts and equipment
37	
38	
39	
40	
41	
42	
43	
44	
45	
46	
47	
48	
49	
50	

1	GENERAL FUND					
2						
3						
4	POOL	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	0	0	0	0	25,000
10	TAXES-SOC SEC	0	0	0	0	1,925
11	TRAINING	0	0	0	0	1,000
12						
13						
14						
15						
16						
17						
18						
19	TOTAL	0	0	0	0	27,925
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS	0	0	0	0	350
24	CONCESSIONS	0	0	0	0	4,875
26	CHEMICALS	0	0	0	0	5,100
27	ELECTRICITY	0	0	0	0	3,400
28	TELEPHONE	0	0	0	0	600
29						
30						
31	TOTAL	0	0	0	0	14,325
32						
33	MAINTENANCE					
34						
35	RESTROOMS MAINTENANCE	0	0	0	0	600
36	EQUIPMENT/PARTS	0	0	0	0	4,275
37						
38						
39	TOTAL	0	0	0	0	4,875
40						
41	CAPITAL OUTLAY					
42						
43						
44						
45						
46						
47	TOTAL	0	0	0	0	0
48						
49						
50	TOTAL POOL	0	0	0	0	47,125



DEBT SERVICE and TRANSFERS

This department is the .5 percent of the 2. percent sales tax which is collected in favor of the City of Clarendon, but is passed through to the Clarendon Economic Development Corporation. The City retains 1.5 of the sales tax.

Transfers from the General Fund to other funds go through this department.

1	
2	GENERAL FUND
3	
4	
5	DÉBT SERVICE / TRANSFERS
6	
7	
8	
9	
10	Sales Tax pass-thru to EDC
11	To I & S CD and retain for 2012 Tax Notes and Bonds balloon payments
12	pass through for texpool
13	
14	
15	
16	
17	

1	GENERAL FUND				
2					
3					
4	DEBT SERVICE / TRANSFERS	2015-2016	2016-2017	2017-2018	2017-2018
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL
6					PROPOSED
7					
8	TRANSFERS				
9					
10	TRANS TO EDC	97,948	99,184	98,500	101,226
11	TRANS TO TAX NOTES & BOND CD	37,417	0	0	200,000
12	TRANS TO TX POOL	0	0	0	57,745
13					
14	TOTAL TRANSFERS	135,365	99,184	98,500	358,971
15					
16	TOTAL DEBT SERVICE				
17	and TRANSFERS	135,365	99,184	98,500	358,971
					100,250

ENTERPRISE FUND

1	ENTERPRISE FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	WATER SALES	412,102	519,641	506,205	559,150	508,870
9	WATER TAP/CONNECTION FEES	1,500	1,075	3,000	3,866	4,000
10	SEWER TAP/CONNECTION FEES	1,870	165	1,500	400	800
11	SOLID WASTE DISPOSAL	347,793	379,617	381,000	356,687	361,000
12	TRANSFER STATION/GATE FEES	7,047	8,272	5,900	7,661	6,200
13	RECYCLING	6,641	16,035	8,200	14,962	9,500
14	LATE PAYMENT PENALTIES	13,908	14,474	14,500	13,261	12,500
15	BULK WATER	280	460	375	8,006	850
16	MISC	5,495	202	5,000	0	1,000
17	RETURNED CHECK FEES	290	353	250	147	100
18	RECONNECT FEES	4,086	3,307	3,200	3,499	3,450
19	TIRE RECYCLING PROJECT	1,215	2,879	1,750	1,858	2,500
20	WASTEWATER DUMPING FEE	0	121	125	267	300
21	40 YARD DUMPSTER FEE	8,729	16,069	4,000	11,369	4,500
22	SEWER SALES	212,838	219,674	213,225	233,098	225,125
23	LIMBS AND YARWASTE	0	0	0	995	700
24	RAW WATER SALES	0	63,947	53,375	61,938	64,000
25	WATER METER TEST FEE	0	95	0	0	120
26	TOTAL	1,023,794	1,246,386	1,201,605	1,277,164	1,205,515
27						
28						
29	TOTAL ENTERPRISE FUND REVENU	1,023,794	1,246,386	1,201,605	1,277,164	1,205,515

WATER

OPERATIONS AND MAINTENANCE

The mission of the Water Department is to distribute potable water to the residential and commercial customers of the City of Clarendon.

Water responsibilities include storing and distributing treated water which is produced by Greenbelt Municipal and Industrial Water Authority. Related responsibilities include water line installation and repair as well as fire hydrant installation and maintenance.

The Water Department is funded for two (2) full-time positions: the 66% of the Public Works Director salary.

Employees from this department will install, replace water infrastructure, and read water meters.

1 **UTILITY FUND**

2

3

4 **WATER OPERATIONS AND MAINTENANCE**

5

6

7

8

9 66% Public Works Director salary

10 payroll for 2 employees

11 payroll taxes

12 health benefits; \$682.24 pp monthly, employee pays \$57.36, plus life

13 City matches 1-1 on 7% withholding

14 unemployment benefits

15 overtime for water emergencies

16

17

18

19

20

21

22 pumps to remove muddy water from excavations

23 fuel and oil for 2 2/3 pickups and Public Works equipment

24 hydrant wrenches, etc

25 safety glasses; yellow vests; etc...

26 pipe sealant, thread compound, etc.

27 contract uniform service

28

29

30

31

32

33 vehicle repairs

34 pipe cutter repair;

35 maintenance to sewer jetter; pumps;

36 repairs to Public Works Warehouse

37 tires

38

39

40

41

42

43

1	ENTERPRISE FUND					
2						
3	WATER OPERATIONS AND MAINTENANCE					
4		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	47,625	32,864	34,222	33,789	35,935
10	SALARIES	87,087	47,517	50,775	49,349	53,315
11	PAYROLL TAXES	10,465	6,154	6,700	6,327	6,900
12	HEALTH & LIFE INSURANCE	29,104	16,150	15,730	16,443	16,500
13	TMRS RETIREMENT	1,016	1,116	1,702	1,639	1,965
14	UNEMPLOYMENT	109	0	0	0	0
15	OVERTIME	3,941	1,266	2,000	1,578	2,200
16						
17	TOTAL	179,347	105,067	111,129	109,125	116,815
18						
19	MATERIALS/SUPPLIES-WATER					
20						
21						
22	TRASH PUMPS	497	700	0	0	0
23	GAS & OIL	4,369	2,311	3,400	2,705	3,000
24	SMALL TOOLS	532	462	500	4,765	500
25	SAFETY EQUIPMENT	494	445	400	442	400
26	CONSUMABLES	346	115	200	148	200
27	UNIFORMS	976	591	1,200	746	1,000
28						
29	TOTAL	7,214	4,624	5,700	8,806	5,100
30						
31	MAINTENANCE of EQUIPMENT					
32						
33	MOTOR VEHICLE MAINTENANCE	2,392	912	2,000	538	1,200
34	MAJOR TOOL MAINTENANCE	62	716	900	900	1,000
35	EQUIPMENT MAINTENANCE	2,248	180	2,000	1,034	2,500
36	BUILDING MAINTENANCE	295	76	500	449	700
37	TIRES	182	863	1,500	1,003	1,500
38						
39	TOTAL	5,179	2,747	6,900	3,924	6,900
40						
41						
42						
43						

44

45 **WATER OPERATIONS AND MAINTENANCE**

46 **continued**

47

48

49

50

51

52 cost of water purchased from Greenbelt Water Authority

53 rental of vacuum excavator for meter project

54 55% electric utilities for warehouse

55 engineering--water system study

56 Inspections of water facilities

57 Inspection of elevated water storage tanks

58 bacteriological sampling

59 Texas Water Utilities Assn

60 travel expense to training and meetings

61 schooling expense

62 supervisor and on-call cell phones

63 gas utilities

64 Water portion of monthly computer maintenance

65 Interface between ARI meters and Encode Billing System

66

67

68

69

70 piping and materials for water department

71 replacement of worn hydrant and valves

72 replacement and new connections

73

74

75

76

77

78 plasma cutter for meter project

79 2014 F150 - paid off 17/18 FY

80 2012 F250 - 1st of 3 payments to rolling stock

81

82

83

44						
45	WATER OPERATIONS AND MAINTENANCE					
46	continued	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
47		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
48						
49						
50	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
51						
52	WATER PURCHASED-- GREENBELT	219,154	214,682	240,780	193,561	240,000
53	EQUIPMENT RENTALS	600	5,831	2,000	0	2,000
54	UTILITIES (ELECTRIC)	1,150	596	750	638	750
55	ENGINEERING/PROFESSIONAL SERVICES	4,142	0	2,000	32	2,000
56	TCEQ INSPECTIONS/FEES	2,114	2,303	2,500	2,303	2,500
57	TANK INSPECTIONS	495	0	500	583	700
58	WATER SAMPLING	1,088	4,055	2,720	7,290	3,300
59	DUES/LICENSES/CERTIFICATIONS	1,139	1,034	750	317	750
60	MEETINGS/TRAVEL EXP	356	165	500	44	800
61	TRAINING/SCHOOLS	350	730	850	590	1,000
62	CELL PHONES	1,310	735	700	590	600
63	GREENLIGHT GAS	1,808	1,196	1,500	1,051	1,200
64	MONTHLY COMPUTER MAINTENANCE	0	690	690	690	690
65	ENCODE BILLING INTERFACE	0	0	0	0	14,800
66	TOTAL	233,706	232,017	256,240	207,689	271,090
67						
68	SHORT LIVED ASSETS					
69						
70	PIPE AND FITTINGS	17,422	12,285	20,000	13,891	20,000
71	HYDRANTS AND VALVES	37	0	1,500	294	2,000
72	METERS AND BOXES	6,908	10,629	7,500	9,357	8,000
73						
74	TOTAL	24,367	22,914	29,000	23,542	30,000
75						
76	CAPITAL OUTLAY					
77						
78	PLASMA CUTTER	0	0	4,000	2,443	0
79	ROLLING STOCK - 2013 F150 FORD	7,167	3,584	3,584	0	0
80	ROLLING STOCK - 2012 F250 FORD	0	0	0	0	5,667
81	PLASMA CUTTER - ELECTRICAL WORK	0	0	0	2,891	0
82						
83						
84						
85	TOTAL	7,167	3,584	7,584	5,334	5,667
86						
87						
88	TOTAL WATER OPS & MAINT	456,980	370,953	416,553	358,420	435,572
89						
90						
91						

WASTEWATER

OPERATIONS AND MAINTENANCE

The mission of the Wastewater Department is to collect and treat wastewater from the residential and commercial customers of the City of Clarendon.

Wastewater responsibilities include the operation and maintenance of the wastewater treatment facility, the operation of which must comply with stringent State and Federal guidelines. Related responsibilities include construction and maintenance of collection lines, new service connections, maintenance of sewer lift stations, and removal of line blockages.

The Wastewater Department is funded for two (2) full-time positions: 33% of the Public Works Director salary.

1 **UTILITY FUND**

2

3

4 **WASTEWATER OPERATIONS AND MAINTENANCE**

5

6

7

8

9 33% salary for Public Works Director

10 payroll for 2 employees

11 payroll taxes

12 health benefits; \$682.24 pp monthly, employee pays \$57.36, plus life

13 City matches 1-1 on 7% withholding

14 unemployment benefits

15 overtime for wastewater emergencies

16

17

18

19

20

21 pipe and fittings for occasional repairs

22 fuel and oil for pickups and all Wastewater equipment

23 lift station equipment

24 hydrant wrenches, etc

25 manhole degreaser, etc.

26 safety glasses; yellow vests

27 pipe sealant; thread compound, etc.

28 contract uniform service

29

30

31

32

33

34 vehicle repairs

35 flow totalizer; etc

36 maintenance to sewer jetter; pumps;

37 repairs to Public Works Warehouse

38 repairs to sewer lift stations

39 maintenance to manholes

40 tires

41

42

43

44

1	ENTERPRISE FUND					
2						
3	WASTEWATER OPERATIONS AND MAINTENANCE					
4		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	0	16,187	17,110	16,642	17,965
10	SALARIES	0	44,142	45,390	45,288	47,660
11	PAYROLL TAXES	0	4,580	5,000	4,643	5,000
12	HEALTH & LIFE INSURANCE	0	15,348	16,275	15,572	17,400
13	TMRS RETIREMENT	0	834	1,282	1,215	1,445
14	UNEMPLOYMENT	0	1,227	0	0	0
15	OVERTIME	0	686	1,000	949	1,200
16						
17	TOTAL	0	83,004	86,057	84,309	90,670
18						
19	WASTEWATER/MATERIALS/SUPPLIES					
20						
21	PIPE AND FITTINGS	0	6,737	7,000	1,490	7,200
22	GAS & OIL	0	2,295	2,000	2,771	2,500
23	PUMPS/LIFT STATIONS EQUIPMENT	388	1,954	2,000	1,410	2,200
24	SMALL TOOLS	0	212	300	112	350
25	CHEMICAL	981	788	1,800	1,556	1,800
26	SAFETY EQUIPMENT	0	188	200	268	250
27	CONSUMABLES	0	195	250	134	250
28	UNIFORMS	0	587	900	673	900
29						
30	TOTAL	1,369	12,956	14,450	8,414	15,450
31						
32	MAINTENANCE of EQUIPMENT					
33						
34	MOTOR VEHICLE MAINTENANCE	0	267	1,000	492	1,200
35	MAJOR TOOL MAINTENANCE	0	163	500	207	500
36	EQUIPMENT MAINTENANCE	0	1,983	1,800	3,172	2,500
37	BUILDING MAINTENANCE	0	31	500	7	400
38	LIFT STATION MAINTENANCE	1,992	773	2,500	2,031	2,000
39	MANHOLE MAINTENANCE	3,555	2,726	3,000	580	2,200
40	TIRES	0	913	1,200	70	1,000
41						
42	TOTAL	5,547	6,856	10,500	6,559	9,800
43						

45 **WASTEWATER OPERATIONS AND MAINTENANCE**

46 **continued**

47

48

49 electric utilities for warehouse; 2 lift stations

50 engineering--wastewater system improvements

51 Inspections of wastewater facilities

52 effluent sampling

53 Texas Water Utilities Assn

54 travel expense to training and meetings

55 schooling expense

56 supervisor and on-call cell phones

57 gas utilities

58 Wastewater portion of monthly computer maintenance

59

60

61

62

63

64

65

66

67

68

69 2013 F150 ford - paid off in 2017-2018 FY

70 purchase of sewer camera

71 one time settlement expense

72

73

74

75

76

77

78

79

80

81

82

83

84

44	TRAVEL/TRAINING/OVERHEAD/CONTRACTED				
45					
46		2015-2016	2016-2017	2017-2018	2017-2018
47		ACTUAL	ACTUAL	PROPOSED	ACTUAL
48					2018-2019
49	UTILITIES (ELECTRIC)	0	810	800	1,025
50	ENGINEERING/PROFESSIONAL SERVICES	0	0	2,000	600
51	TCEQ INSPECTIONS/FEES	0	1,250	2,000	1,250
52	WASTEWATER SAMPLING	1,395	1,371	1,000	695
53	DUES/LICENSES/CERTIFICATIONS	0	0	500	111
54	MEETINGS/TRAVEL EXP	0	28	500	0
55	TRAINING/SCHOOLS	0	25	400	195
56	CELL PHONES	0	707	755	792
57	GREENLIGHT GAS	0	1,110	1,500	1,051
58	MONTHLY COMPUTER MAINTENANCE	0	690	690	690
59					
60	TOTAL	1,395	5,991	10,145	6,409
61					10,040
62	SPECIAL PROJECTS	0	0	0	0
63					
64	TOTAL	0	0	0	0
65					
66	CAPITAL OUTLAY				
67					
68					
69	ROLLING STOCK - 2013 F150 FORD	0	3,583	3,583	0
70	SEWER CAMERA	5,916	0	0	0
71	SETTLEMENT EXPENSE	0	6,700	0	0
72					
73	TOTAL	5,916	10,283	0	0
74					
75					
76	TOTAL WASTEWATER OPS & MAINT	14,227	119,090	121,152	105,691
77					125,960
78					
79					
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SANITATION

The mission of the Sanitation Department is to provide for the collection and hauling of garbage waste from the residential and commercial customers of the City of Clarendon, to provide for the easy recycling of metals, plastics, glass, and paper/cardboard, and to provide for the composting of wood chips and grass clippings.

The Sanitation Department picks up residential and commercial garbage from dumpsters, many of which are shared by adjacent customers. Sanitation also picks up items for recycling from strategically-located dumpsters. The Recycling Center is also open daily, except Sundays, for citizens and non-citizens to drop off trash for a fee, and to drop off items for recycling or to deposit grass clippings and tree limbs at no charge.

The Recycling Department won the highly coveted "Top Recycling Community for 2017" trophy awarded by PRPC Region II and the Panhandle Environmental Partnership. This is a traveling trophy and was last awarded to the City of Clarendon in 2009.

One full time position was eliminated in the 2015-2016 budget year to prevent a 9% rate increase. The employee was moved to the wastewater department.

Funded in Sanitation are a Supervisor, four (3) full-time employees, and two (2) part-time employees.

1	ENTERPRISE FUND
2	
3	
4	SANITATION
5	
6	
7	
8	salary for Supervisor
9	payroll for 3 full-time employees
10	payroll taxes
11	health benefits; \$682.24 pp monthly, employee pays \$57.36, plus life
12	City matches 1-1 on 7% withholding
13	overtime for 4th of July, etc
14	2 part-time employees
15	
16	
17	
18	
19	
20	fuel and oil for vehicles and equipment; includes compactor and haul trucks
21	provided by uniform service
22	wrenches and screwdrivers
23	safety glasses; eye wash stand;
24	
25	
26	
27	
28	
29	maintenance to pickups
30	maintenance to trash truck, dump truck, backhoe; skid-steer; chipper;
31	repairs to buildings
32	rebuild residential dumpsters
33	paper towels; gloves
34	tires
35	
36	
37	
38	
39	
40	

1	ENTERPRISE FUND					
2						
3	SANITATION					
4						
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6	PERSONNEL SERVICES	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	SUPERVISORY SALARIES	37,496	38,398	39,430	39,395	41,400
9	SALARIES	100,105	80,148	87,400	80,371	91,770
10	PAYROLL TAXES	11,539	10,313	11,900	10,378	12,300
11	HEALTH & LIFE INSURANCE	32,712	27,164	29,340	29,300	30,000
12	TMRS RETIREMENT	1,010	1,614	2,600	2,318	3,000
13	OVERTIME	237	0	400	777	400
14	PART-TIME SALARIES	14,985	17,696	25,000	19,008	26,200
15						
16	TOTAL	198,084	175,333	196,070	181,547	205,070
17						
18	MATERIALS AND SUPPLIES					
19						
20	GAS & OIL	22,030	23,977	22,000	22,957	25,500
21	UNIFORMS	1,140	1,400	1,600	1,377	1,700
22	SMALL TOOLS	715	659	1,000	643	1,000
23	SAFETY EQUIPMENT	61	91	700	18	500
24						
25	TOTAL	23,946	26,127	25,300	24,995	28,700
26						
27	MAINTENANCE/EQUIPMENT					
28						
29	MOTOR VEHICLE MAINTENANCE	44	194	2,500	395	2,000
30	EQUIPMENT MAINTENANCE	8,911	7,556	15,000	8,141	12,500
31	BUILDING MAINTENANCE	898	295	1,000	603	1,000
32	DUMPSTER REPAIR	493	2,774	2,750	1,280	3,200
33	CONSUMABLES	318	585	600	605	600
34	TIRES	626	2,281	2,500	1,910	2,700
35						
36	TOTAL	11,290	13,685	24,350	12,934	22,000
37						
38						

41 **SANITATION**

42 continued

43

44 propane cylinders, backhoe or chipper, etc.

45 electric service for recycling; transfer station

46 tipping fees for Memphis landfill

47 gas utilities at Recycling

48 travel expense for schools and meetings

49 schooling expense

50 cell phone

51 Sanitations portion of the contracted monthly computer maintainance

52

53

54

55

56

57 tire recycling project with PRPC

58

59

60

61

62

63 40 yd roll-off boxes

64 3 1/2 yard dumpsters x 20

65 2013 F150 ford - paid off 17/18 FY

66

67

68

69

70

71

39	SANITATION	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
40	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
41						
42	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
43						
44	EQUIPMENT RENTALS	287	240	300	192	300
45	UTILITIES (ELECTRIC)	1,199	847	1,300	930	1,400
46	LANDFILL FEES	66,683	73,808	65,000	58,370	67,000
47	GREENLIGHT GAS	1,114	1,196	1,600	1,254	1,500
48	MEETINGS/TRAVEL EXP	95	11	250	0	700
49	TRAINING/SCHOOLS	761	66	1,000	570	800
50	CELL PHONE	995	820	1,100	652	1,000
51	MONTHLY COMPUTER MAINTENANCE	0	1,380	1,380	1,380	1,380
52						
53	TOTAL	71,134	78,368	71,930	63,348	74,080
54						
55	SPECIAL PROJECTS					
56						
57	TIRE RECYCLING PROJECT	1,475	1,475	3,000	0	3,500
58						
59	TOTAL	1,475	1,475	3,000	0	3,500
60						
61	CAPITAL OUTLAY/TRANSFERS					
62						
63	ROLL-OFF BOXES	0	0	7,500	5,421	0
64	DUMPSTERS	2,970	5,421	0	0	0
65	ROLLING STOCK - 2013 F150 FORD	7,167	7,167	7,167	0	0
66						
67						
68	TOTAL	10,137	12,588	14,667	5,421	0
69						
70						
71	TOTAL SANITATION	316,066	307,576	335,317	288,245	333,350

DEBT SERVICE and TRANSFERS

ENTERPRISE FUND

This department funds the service of any Revenue Bonds which might be issued to fund any Enterprise Fund improvements.

Also included in this department is the transfer of money to the General Fund as a "Management Fee"; it is reasonable to compensate the General Fund for management service which benefit the Enterprise Fund but which are paid from the General Fund.

The Water Tank Repair Fund is for any repairs needed to the water tank. Any remaining money should be put in a CD at the end of the year.

The City of Clarendon has issued no Revenue Bond debt; hence, no transfer for bond debt is budgeted.

Transfer of Improvement funds from Enterprise to General Fund.

USDA loan payments reflect revenue collected from the \$10.00 per connection water rate increase, this is depending on how the USDA project advances.

1

2 **ENTERPRISE FUND**

3

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5 **DEBT SERVICE / TRANSFERS**

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16 transfer to fund for refurbishing elevated water storage tanks

17 transfer to General Fund to compensate for management services

18 transfer funds to support the street department

19 USDA loan payments

20

21

22

23

1	ENTERPRISE FUND					
2						
3						
4	DEBT SERVICE / XFERS	2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	GENERAL OBLIGATIONS	0	0	0	0	0
8						
9						
10						
11						
12	TOTAL GENERAL OBLIGATIONS					
13						
14						
15	TRANSFERS					
16	WATER TANK REPAIR FUND	8,000	8,000	8,000	8,000	8,000
17	GENERAL FUND SUPPORT	41,391	45,000	74,750	66,000	65,500
18	IMPROVEMENT FUND	41,346	97,958	97,000	96,646	97,000
19	TRANSFER TO TX POOL	0	95,590	102,000	101,100	102,000
20	TOTAL TRANSFERS	90,737	246,548	281,750	271,746	272,500
21						
22						
23	TOTAL DEBT SERV / TRANSFER	90,737	246,548	281,750	271,746	272,500

OTHER OBLIGATED FUNDS

HOTEL OCCUPANCY TAX FUND

The Motel Bed Tax is 7% of the revenue generated from local hotels and motels. They are required by law to pay quarterly. The Best Western and Western Skies are the only Hotels in operations at this time. The money is then paid out to the CEDC and Clarendon Chamber of Commerce quarterly.

During the Fiscal Year of 2012-2013, an Ordinance was adopted by City Council to give all Motel Bed Tax revenue to the CEDC for promotional and tourism expenses.

During the Fiscal Year of 2014-2015, an Ordinance was adopted by City Council to give 75% of the HOT Funds to the CEDC and 25% to the Clarendon Chamber of Commerce for promotional and tourism expenses.

During the Fiscal year 2016-2017, the Publicity and Tourism Agreement with the CEDC was amended to obligate \$27,500.00 per year for Certificate of Obligation debt service for 20 years. These funds are derived from the 75% of HOT proceeds designated for the CEDC.

1	HOTEL OCCUPANCY TAX FUND
2	
3	
4	
5	
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7	
8	HOT funds revenue
9	75% to the CEDC
10	25% to the Chamber
11	bank account interest
12	balance in the checking account- carryover
13	
14	
15	
16	
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27	
28	debt service Certificate of Obligation from CEDC funds
29	portion of the HOT funds for CEDC tourism paid quarterly
30	portion of the HOT funds for Chamber of Commerce tourism paid quarterly
31	carryover for a CEDC capital project
32	
33	
34	
35	
36	
37	
38	

1	HOTEL OCCUPANCY TAX FUND				
2					
3					
4	REVENUE				
5		2015-2016	2016-2017	2017-2018	2017-2018
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL
7					2018-2019
8	HOTEL OCCUPANCY TAX	0	0	78,500	94,650
9	75% ADVERTISING AND PROMOTION CEDC	66,733	69,173	0	0
10	25% TOURISM CHAMBER OF COMMERCE	14,637	23,058	0	0
11	INTEREST EARNED	159	206	185	369
12	CARRYOVER FUNDS	0	0	62,547	0
13	TOTAL	81,529	92,437	141,232	95,019
14					
15					
16	TOTAL HOTEL/MOTEL TAX FUND REVENUE	81,529	92,437	141,232	95,019
17					
18					
19					
20					
21	HOTEL/MOTEL TAX FUND				
22					
23					
24	EXPENSE				
25		2015-2016	2016-2017	2017-2018	2017-2018
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL
27					2018-2019
28	CERTIFICATE OF OBLIGATION	0	0	27,500	27,220
29	CEDC TOURISM	66,830	69,301	31,375	43,610
30	CHAMBER OF COMMERCE	14,684	23,100	19,625	23,704
31	CARRYOVER CAPITAL EXPENDITURE	0	0	62,732	0
32					
33					
34					
35	TOTAL	81,514	92,401	141,232	94,534
36					
37					
38	TOTAL HOTEL/MOTEL TAX FUND EXPENSE	81,514	92,401	141,232	94,534
39					
40	BALANCE	15	36	0	485
					0

COMMUNITY DEVELOPMENT FUND

USDA CONSTRUCTION

The Community Development Fund exists to track grant funds. Grant funds must be kept and tracked separately. This account will be used for the USDA Construction projects.

1	COMMUNITY DEVELOPMENT FUND
2	USDA CONSTRUCTION FUND
3	
4	
5	
6	
7	
8	receipts for Grants, CDBG,PRPC, Energy Conservation
9	Revenue from Enterprise Fund Transfer
10	USDA construction
11	Mulkey - cert of obligation
12	Mulkey - Amarillo Area Foundation grant
13	pool donations
14	
15	
16	
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24	
25	
26	
27	
28	
29	
30	
31	
32	USDA construction
33	USDA legal & bond council
34	USDA engineering
35	USDA contingency funds - required by USDA
36	pass thru to AAF
37	amarillo area foundation-reimburse mulkey block party
38	pool construction
39	Mulkey renovations
40	funds trans. To GF or Texpool

1	COMMUNITY DEVELOPMENT FUND				
2	USDA CONSTRUCTION FUND				
3					
4	REVENUE				
5		2015-2016	2016-2017	2017-2018	2017-2018
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL
7					2018-2019
8	REVENUES	12,497	13,149	0	0
9	TRANSFER FROM ENTERPRISE FUND	0	0	143,250	0
10	USDA RURAL DEVELOPMENT	0	0	0	280,000
11	MULKEY - CERT. OF OBLIGATION	0	0	0	350,000
12	MULKEY - AAF GRANT	0	0	0	60,000
13	POOL DONATIONS	0	0	0	10,960
14					
15					
16	TOTAL	12,497	13,149	143,250	700,960
17					
18					
19	COMMUNITY DEVELOPMENT REVENUE	12,497	13,149	143,250	700,960
20					
21					
22					
23					
24	COMMUNITY DEVELOPMENT FUND				
25					
26					
27	EXPENSE				
28		2015-2016	2016-2017	2017-2018	2017-2018
29		ACTUAL	ACTUAL	PROPOSED	ACTUAL
30					2018-2019
31					
32	USDA DEVELOPMENT/ CONSTRUCTION	0	0	0	0
33	USDA LEGAL/ BOND COUNSEL	0	0	0	25,832
34	USDA ENGINEERING	7,675	0	0	251,250
35	USDA CONTINGENCY	0	0	0	0
36	PASS THRU TO AAF	4,822	6,875	102,000	0
37	AAF MULKEY BLOCK PARTY REPAY	0	4,374	0	0
38	POOL CONSTRUCTION	0	0	0	8,640
39	MULTI PURPOSE BLDG. RENO	0	0	0	410,000
40	TRANS TO GF-TEXPOOL	0	0	0	4,220
41	COMMUNITY DEVELOPMENT EXPENSE	12,497	11,249	102,000	699,942
42					
43					
44	BALANCE	24,994	19,000	41,250	1,018

ROLLING STOCK FUND

On March 25, 2014, City Council approved the creation of a Rolling Stock Fund with Ordinance No. 429. This fund is a reserve fund specifically for purchasing rolling stock. The department receiving the stock will make annual payments back to this fund to be used for future Rolling Stock purchases.

1	ROLLING STOCK FUND
2	
3	
4	
5	
6	
7	
8	Public Works for 2013 Ford F150-paid
9	Sanitation for 2013 Ford F150-paid
10	Interest earned from checking account
11	3 of 3 annual payments from Code Compliance for Animal Control Truck
12	dump truck for street purchased in 2016-2017 FY-paid by budget adjustment 17/18
13	1 of 3 payments from Water for 2012 F250 Truck
14	carry-over from previous FY
15	
16	
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23	
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25	
26	
27	
28	
29	
30	
31	purchase 2015 Ford F150 for Animal Control
32	2013 Ford F150 purchased in 2014 for Public Works
33	2013 Ford F150 purchased in 2014 for Sanitation
34	purchase a dump truck for the street department
35	2012 F250 XL SD truck for the water department
36	purchase a truck for the wastewater department
37	
38	

1	ROLLING STOCK FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2018
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7	Truck Payment-Wastewater	0	3,584	0	0	0
8	Truck Payment - Water	7,167	3,583	0	0	0
9	Truck Payment - Sanitation	7,167	7,167	0	0	0
10	Interest	15	62	38	105	72
11	Truck Payment-Code Compliance	0	4,500	4,500	4,500	4,500
12	Dump Truck- Streets	0	0	8,000	8,000	0
13	Truck Payment - Water 2012 F250	0	0	0	0	5,667
14	Carry-Over	0	0	12,462	5,000	26,605
15	TOTAL	14,349	18,896	25,000	17,605	36,844
16						
17						
18	TOTAL REVENUE	14,349	18,896	25,000	17,605	36,844
19						
20						
21						
22						
23	ROLLING STOCK FUND					
24						
25						
26	EXPENSE					
27		2015-2016	2016-2017	2017-2018	2017-2018	2017-2018
28		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
29						
30						
31	2015 Ford F150 - Code Compliance	14,252	0	0	0	0
32	2013 Ford F150 - Public Works	0	0	0	0	0
33	2013 Ford F150 - Sanitation	0	0	0	0	0
34	Dump Truck- Streets	0	0	8,000	0	0
35	2012 F250 Water Department	0	0	17,000	17,000	0
36	Truck - Wastewater	0	0	0	0	13,000
37	TOTAL	14,252	0	25,000	17,000	13,000
38						
39						
40	TOTAL EXPENSE	14,252	0	25,000	17,000	13,000
41						
42	BALANCE	97	18,896	0	605	23,844

IMPROVEMENT FUND

The Improvement Fund is supported by charges attached to every utility bill: \$2 from each water account; \$5 from each wastewater account; and \$2.80 from each Sanitation account.

Proceeds from the Improvement Fund are generally directed to fund the Street Department.

1	IMPROVEMENT FUND
2	
3	
4	
5	
6	
7	
8	revenues from charges on each utility bill (now split up)
9	
10	\$2.00 from each water account
11	\$5.00 from each sewer account
12	\$2.80 for each garbage account & \$30.80 Greenbelt
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	transfer to general fund to support the street department
30	
31	
32	
33	
34	
35	
36	
37	
38	
39	
40	

1	IMPROVEMENT FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	TRANSFER IN FROM ENTERPRISE FUND	57,419	0	0	0	0
9						
10	WATER	8,540	20,270	20,300	20,246	20,300
11	SEWER	20,405	48,420	48,500	48,330	48,500
12	GARBAGE	12,401	29,268	28,200	28,070	28,200
13	TOTAL	98,765	97,958	97,000	96,646	97,000
14						
15						
16	IMPROVEMENT FUND REVENUE	98,765	97,958	97,000	96,646	97,000
17						
18						
19						
20						
21	IMPROVEMENT FUND					
22						
23						
24	EXPENSE					
25		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29	TRANS. TO GENERAL FUND STREETS	90,440	89,864	97,000	72,240	97,000
30						
31						
32	TOTAL	90,440	89,864	97,000	72,240	97,000
33						
34						
35	TOTAL IMPROVEMENT FUND EXPENSE	90,440	89,864	97,000	72,240	97,000
36						
37	BALANCE	8,325	8,094	0	24,406	0

MUNICIPAL COURT TECHNOLOGY FUND

The Municipal Court Technology Fund is supported by fees assessed to all Municipal Court fines.

All Fund monies are to be spent on technology related items. A portion of the monthly computer maintenance cost is paid from this fund.

1	MUNICIPAL COURT TECHNOLOGY FUND
2	
3	
4	
5	
6	
7	
8	
9	
10	revenues from fees attached to every Municipal Court fine
11	carryover
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	monthly computer maintenance
30	computer equipment
31	
32	
33	
34	
35	
36	
37	
38	

1	MUNI COURT TECH FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES					
9						
10	MUNI COURT TECHNOLOGY FUND FEE	315	191	200	387	200
11	CARYOVER	0	0	2,154	2,154	2,374
12						
13	TOTAL	315	191	2,354	2,541	2,574
14						
15						
16	MUNI COURT TECHNOLOGY FUND REVENUE	315	191	2,354	2,541	2,574
17						
18						
19						
20						
21	MUNI COURT TECH FUND					
22						
23						
24	EXPENSE					
25		2015-2016	2016-2017	2017-2018	2017-2018	2017-2018
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29	COMPUTER MAINTENANCE	315	0	1,380	1,380	1,380
30	COMPUTER EQUIPMENT	0	0	974	0	1,194
31						
32						
33						
34						
35	TOTAL	315	0	2,354	1,380	2,574
36						
37						
38	MUNI COURT TECHNOLOGY FUND EXPENSE	315	0	2,354	1,380	2,574
39						
40	BALANCE	0	191	0	1,161	0

MUNICIPAL COURT BUILDING SECURITY FUND

The Municipal Court Building Security Fund is supported by fees assessed to all Municipal Court fines. This fund was approved and established by City Council in 2015.

All Fund monies are to be spent on security related items.

1	MUNICIPAL COURT BUILDING SECURITY FUND
2	
3	
4	
5	
6	
7	
8	
9	
10	Revenues from fees attached to every Municipal Court fine
11	Carry over funds from previous year
12	
13	
14	
15	
16	
17	
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19	
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21	
22	
23	
24	
25	
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29	
30	security camera required by legislature, other security eq.
31	
32	
33	
34	
35	
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38	

1	MUNI COURT BUILDING SECURITY FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES					
9						
10	MUNI COURT BLDG. SECURITY FUND FEE	197	130	105	286	150
11	CARRY OVER	0	0	332	0	332
12						
13	TOTAL	197	130	437	286	482
14						
15						
16	MUNI COURT BLDG. SECURITY FUND REVENUE	197	130	437	286	482
17						
18						
19						
20						
21	MUNI COURT BLDG. SECURITY FUND					
22						
23						
24	EXPENSE					
25		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29						
30	SECURITY CAMERA & EQUIPMENT	0	0	437	0	482
31						
32						
33						
34						
35	TOTAL	0	0	437	0	482
36						
37						
38	MUNI COURT BUILD. SECURITY FUND EXPENSI	0	0	437	0	482
39						
40	BALANCE		130	0	286	0

LIBRARY GRANT FUND

The Library Grant Fund exists in order to track various grants that the Burton Library receives.

None of these grants are guaranteed. The Tocker Grant and the Lone Star Grant have been consistent.

1	LIBRARY GRANT FUND
2	No Grants Expected
3	
4	
5	
6	
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1	LIBRARY GRANT FUND				
2					
3					
4	REVENUE				
5		2014-2015	2015-2016	2016-2017	2017-2018
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL
7					2018-2019
8	Lone Star Grant	0	0	0	0
9	Jay O'Brien Family Gift	0	0	0	0
10	Tocker Grant	0	0	0	0
11					
12					
13	Library Grant Revenue	0	0	0	0
14					
15					
16		0	0	0	0
17					
18					
19					
20					
21	LIBRARY GRANT FUND				
22					
23					
24	EXPENSE				
25		2015-2016	2016-2017	2017-2018	2017-2018
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL
27					2018-2019
28					
29	Lone Star--Books	0	0	0	0
30	Lone Star--Equipment	0	0	0	0
31	Jay O'Brien Gift--General	0	0	0	0
32	Tocker Grant--Furniture	0	0	0	0
33					
34					
35	Library Grant Expense	0	0	0	0
36					
37					
38	Library Grant Total	0	0	0	0

POOL CONSTRUCTION FUND

A separate account has been set-up for the construction of the pool. This account will be closed once construction is completed.

1 POOL CONSTRUCTION FUND

3

4 POOL/SPLASH PAD

6

8

10

11 Harrington Grant Income

12 donations trans from TXPOOL acct

13 monthly interest on NOW checking account

closed water rec account & trans to texpool

closed AAF deposited to trans to texpool

trans to texpool

1	POOL CONSTRUCTION FUND				
2					
3					
4	REVENUE	2015-2016	2016-2017	2017-2018	2017-2018
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL
6					2018-2019
7	POOL/SPLASH PAD				PROPOSED
8					
9					
10	TEXAS PARKS & WILDLIFE GRANT	0	0	0	0
11	HARRINGTON FOUNDATION	0	0	0	0
12	TRANSFER FROM TX POOL	0	0	0	66,600
13	INTEREST	0	0	0	54
14	DONATIONS TRANS TO TEXPOOL	0	0	0	503,900
15	TRANS FROM WATER REC. ACCT.	0	0	0	1,900
16	TRANS FROM AAF TO TEXPOOL	0	0	0	122,521
17	TOTAL	0	0	0	694,975
18					
19	EXPENSE				
20					
21	WATER RECREATION PROJECT CONST.	0	0	0	66,600
22	TRANS TO TEXPOOL	0	0	0	626,421
23					
24	TOTAL	0	0	0	693,021
25					
26	TOTAL CONSTRUCTION FUND	0	0	0	1,954
					0

USDA DEBT SERVICE FUND

This fund was approved and created in the 2017/2018 FY to make the annual Debt Service payment and the Bi-annual Interest payment to USDA.

1	USDA Debt Service
2	
3	
4	
5	
6	
7	
8	revenues
9	From \$10 per connection/TxPool
10	monthly interest on MMA checking account
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	Annual USDA Debt Payment
29	
30	
31	
32	
33	
34	
35	
36	
37	
38	

1	USDA DEBT SERVICE FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES	0	0	0	0	0
9	TRANSFER FROM TXPOOL	0	0	0	102,000	102,000
10	INTEREST	0	0	0	150	714
11						0
12						0
13	TOTAL	0	0	0	102,150	102,714
14						
15						
16	USDA DEBT SERVICE REVENUE	0	0	0	102,150	102,714
17						
18						
19						
20						
21	USDA DEBT SERVICE FUND					
22						
23						
24	EXPENSE					
25		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28	USDA DEBT SERVICE	0	0	0	1,227	102,000
29						
30						
31						
32						
33						
34						
35						
36	USDA DEBT SERVICE EXPENSE	0	0	0	1,227	102,000
37						
38						
39	BALANCE	0	0	0	100,965	714

INTEREST AND SINKING FUND

The Interest and Sinking Fund tracks the revenues from the "Debt" component of the City's Ad Valorem Tax, which are collected to pay on specific debts.

A CD was created in 2015 with the revenue from the raw water sales and the General Fund reserve for the 2018-2019 Tax Note & Bond balloon payments. Revenue from raw water sales were moved to the Enterprise Fund in the 2016-2017 FY.

1	INTEREST AND SINKING FUND
2	
3	
4	
5	
6	
7	
8	debt service component of Ad Valorem Taxes
9	carry over funds from 17-18 FY property tax collected
10	sale of raw well water to Greenbelt Water Authority- moved
11	transfers from TexPool
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	payment on 2012 Series Bonds and Tax Notes
28	raw water sales revenue moved to CD
31	
32	
33	
34	
35	
36	
37	
38	

1	INTEREST AND SINKING FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	PROPERTY TAX	146,006	223,044	159,384	228,834	137,000
9	CARRY OVER FROM 2017-2018	0	0	0	0	18,300
10	SELL OF RAW WATER TO GREENBELT	54,459	0	0	0	0
11	TRANSFER FROM TX POOL					136,155
12	TRANSFER FROM CD	0	0	0	162,816	0
13	INTEREST	0	0	0	5,727	0
14	TOTAL	200,465	223,044	159,384	397,377	291,455
15						
16						
17	INTEREST AND SINKING FUND REVENUE	200,465	223,044	159,384	397,377	291,455
18						
19						
20						
21						
22	INTEREST AND SINKING FUND					
23						
24						
25	EXPENSE					
26		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
27		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
28						
27	2012 BONDS & TAX NOTES	138,553	136,528	136,549	367,600	291,455
29	MOVE TO TAX NOTE & BOND PMNT. CD	54,459	61,780	0	0	0
31						
32						
33	TOTAL	193,012	198,308	136,549	367,600	291,455
34						
35						
36	INTEREST AND SINKING FUND EXPENSE	193,012	198,308	136,549	367,600	291,455
37						
38	BALANCE	7,453	24,736	22,835	29,777	0

CAPITAL IMPROVEMENT FUND

This fund is a reserve fund specifically for street resurfacing and large capital projects.

1	CAPITAL IMPROVEMENT FUND
2	
3	
4	
5	
6	
7	
8	funds from General Fund to be transferred here for capital improvements
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	funds moved to CD if unused
32	
33	
34	
35	
36	
37	
38	

1	CAPITAL IMPROVEMENT FUND					
2						
3						
4	REVENUE					
5		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUE FROM GENERAL CHECKING	0	0	320,000	0	0
9	REVENUE FROM TXPOOL					320,000
10						
11						
12						
13	TOTAL REVENUE	0	0	320,000	0	320,000
14						
15						
16						
17						
18						
19						
20						
21	CAPITAL IMPROVEMENT FUND					
22						
23						
24	EXPENSE					
25		2015-2016	2016-2017	2017-2018	2017-2018	2018-2019
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29						
30						
31	MOVE TO CAPITAL IMPROVEMENT FUND	0	0	320,000	0	0
32	CAPITAL PROJECTS					320,000
33						
34						
35	TOTAL EXPENSE	0	0	320,000	0	320,000
36						
37						
38						
39						
40	BALANCE	0	0	0	0	0

ORDINANCE No. 480

**APPROVING AND ADOPTING A BUDGET
FOR THE CITY OF CLARENDON FOR THE FISCAL YEAR BEGINNING
OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019, AND DECLARING AN
EMERGENCY**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARENDON, TEXAS:

THAT, THIS COUNCIL FINDS: (A) The Mayor has, in accordance with the laws of the State of Texas, prepared and filed with the City Secretary of said City a budget covering the fiscal year beginning October 1, 2018, and ending September 30, 2019; (b) Public Notice that such hearings upon said budget would be held has been given as required by law; and (C) it is the opinion and judgment of this Council that said budget is in all things appropriate and correct.

THEREFORE, said budget is here and now and hereby in all things approved and adopted and it is provided that the effective date of this budget shall be effective as of October 1, 2018.

This ordinance is hereby declared to be an emergency measure that shall have and take effect from and after its present reading, for the reasons following:

The fiscal year commences October 1, 2018 and fixing the rate and levy of taxes for the budget year 2018-2019 must be completed prior to October 1, 2018, and after approval and adoption of this budget it is for the immediate preservation of the public property and business; and provides for the daily operations of all municipal departments and lays a predicate for the appropriation of money to defray current and other expenses.

A motion was made by Alderman Lockhart and seconded by Alderman Fangman, and upon call for vote:

Alderman Burrow Aye

Alderman Jeffers Aye

Alderman Lockhart Aye

Alderman Floyd Absent

Alderman Fangman Aye

the above ordinance was approved this the 13th day of September, 2018.

THE CITY OF CLARENDON, TEXAS

SEAL


Sandy Skelton, Mayor


Machiel Covey, City Secretary

ORDINANCE NO. 481

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARENDON, TEXAS, with authority provided by the laws of the State of Texas, that taxes for the purpose of providing monies for the general operation of the City of Clarendon and for the purpose of providing sufficient funds to pay interest and create a sinking fund on all outstanding debts are hereby levied for the year of 2018 to provide sufficient funds for the budget year 2018-2019.

For General Fund Requirements	0.468692	On all the \$100 assessed valuation of real estate and personal property in Clarendon.
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For Debt Service to pay interest and principal on City of Clarendon General Obligation debts	0.289958	On all the \$100 assessed valuation of real estate and personal property in Clarendon.
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TOTAL TAX RATE FOR 2017 0.758650

The fact that the City of Clarendon Tax Rolls should be prepared immediately for the Payment of 2017 taxes constitutes an emergency, and any rule requiring that this ordinance be read and presented more than one time is hereby suspended and that this ordinance be approved, passed, and adopted as of this date and be in full force and effect immediately and it is so ordained.

A motion was made by Alderman Jeffers and seconded by Alderman Burrow, and upon call for vote:

Alderman Burrow Aye

Alderman Jeffers Aye

Alderman Lockhart Aye

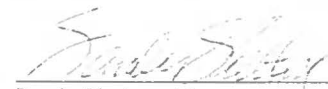
Alderman Floyd Absent

Alderman Fangman Aye

the above ordinance was approved, passed, and adopted this the 13th day of September, 2018.

THE CITY OF CLARENDON

SEAL


Sandy Skelton, Mayor


Machiel Covey, City Secretary

