



PROPOSED ANNUAL BUDGET

FOR THE FISCAL YEAR
OCTOBER 01, 2022 THRU SEPTEMBER 30, 2023

MAYOR

THE HONORABLE JACOB FANGMAN

MAYOR PRO-TEM

LARRY JEFFERS

ALDERMEN

EULAINÉ MCINTOSH

TERRI FLOYD

JOHN LOCKHART

TOMMY HILL

CITY ADMINISTRATOR

DAVID DOCKERY

Texas Local Government Code Section 102.005(b) Notice

This budget will raise more revenue from property taxes than last year's budget by an amount of \$14,442.00 which is a 4.47% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$3,133.44.

City Council Record Vote

The members of the governing body voted on the tax rate to support the 2022-2023 budget on September 8, 2022, the results were:

FOR: Alderman Lockhart, Alderman Jeffers, Alderman Floyd, Alderman Hill, and Alderman McIntosh

AGAINST: None

PRESENT: All

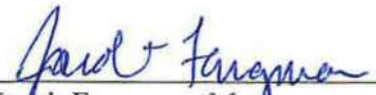
ABSENT: None

Tax Rate	Proposed 2022-2023	Adopted 2021-2022
Property Tax Rate	.607285	.61375
No-New-Revenue Tax Rate	.586749	.592646
No-New Maintenance & Operations (M&O) Rate	.586749	.592646
Voter-Approved Tax Rate	.607285	.613944
Debt Rate	0	1.486248
De minimis Rate	0	0
Unused Increment Rate	0	0

The total amount of municipal debt obligation secured by property taxes for the City of Clarendon is \$0.00



I, Jacob Fangman, Mayor of the City of Clarendon, do hereby certify that I delivered a copy of the 2022-2023 Proposed Operating Budget to the City Secretary's office on Monday, August 8, 2022.



Jacob Fangman, Mayor

ATTEST:



Machiel Covey, City Secretary



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 2022-2023 fiscal year. This budget has been prepared and is presented in accordance with the Texas Local Government Code.

Receipts of \$ 2,030,948 expenditures of \$1981,836 are projected for the General Fund.

Receipts of \$916,324 and expenditures of \$857,706 are projected for the Enterprise Fund.

The proposed budget reflects a 4% COL increase for all employees.

Funds for the CDBG Grant 15% match in the amount of \$53,000 for sewer improvements were added to the Wastewater Department.

Funds from the Capital Improvement Project Fund have been budgeted for street improvements.

Funds from the American Recovery Act have been budgeted for approved expenses in water, wastewater, broadband or any qualifying governmental service.

The property taxable value increased by over \$ 3,308,232 from 2021 due to an increase in value for single-family homes of \$3,445,744 and an increase in commercial property of \$4,093.

The proposed property tax rate for FY 2022-2023 will be .607285 per \$100. Adopting .607285 represents a tax increase of \$14,447. The .607285 tax rate is composed of the "M&O" component which is used for General Fund maintenance and operations.

Law Enforcement services from the Donley County Sheriff's Office are contracted through the Donley County Commissioners Court. This budget includes the contractually obligated 1.5% increase which goes until September 30th, 2025.

The City of Clarendon subsidizes the Clarendon Volunteer Fire Department. The City also pays for insurance on their rolling stock, buildings, furnishes water for firefighting and pays all utilities expenses.

The City currently has 35 employee positions:

- (1) City Administrator
- (1) City Secretary
- (1) Utility Clerk
- (1) Part-time Office Assistance
- (1) Code Compliance Officer
- (1) Municipal Judge
- (1) Fire Marshal
- (1) Public Works Director
- (1) Librarian
- (2) Water Utility Employee
- (1) Wastewater Utility Employee
- (2) Street Maintenance Employee
- (1) Park/Pool Attendant
- (4) Part-time Library Employee
- (2) Part-time Sanitation Employee
- (1) Seasonal Park Attendant
- (13) Pool Manager & Lifeguards

Respectfully submitted this 8th day of August, 2022.



David Dockery
Clarendon City Administrator

CITY of CLARENDON
ANNUAL BUDGET AND PROGRAM OF SERVICES FY 2022-2023

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STATEMENT OF CHANGES IN ACCOUNT BALANCES

Account		September 30, 2021	September 30, 2022	
Pool Construction		\$12,024.58	\$	
Municipal Court LCCC		\$3,287.82	\$	
Community Development USDA Construction		\$0.00	\$	
Interest & Sinking		\$849.10	\$	
General Fund		\$446,838.53	\$	
Motel Bed Tax		\$88,409.68	\$	
Rolling Stock		\$1,778.14	\$	
USDA Debt Service		\$86,873.62	\$	
Airport Maintenance		\$8,960.57	\$	
Street Maintenance		\$299,560.47	\$	
American Rescue Plan Act		\$220,690.87	\$	
TexPool Investments		\$167.77	\$	
Certificate of Deposit:				
#7012	General Fund	\$1,164,742.22	\$0.00	1 year
#7013	USDA Debt Service	\$202,114.80	\$0.00	6 month
#7014	Capital Improvement	\$392,783.48	\$0.00	6 month
#7015	Maintenance	\$195,302.58	\$0.00	30 day

City of Clarendon

Budgeted Employees

October 1, 2022

The City is budgeted for 35 positions, filled by 12 full-time employees, 7 part-time employees, 14 part-time seasonal, and 2 retained monthly:

(1) City Administrator	David Dockery
(1) City Secretary	Machiel Covey
(1) Utility Clerk	Kimberly Cooper
(1) Office Assistant (part-time)	Glory Bryley
(1) Code Compliance Officer	Billy Curry
(1) Public Works Director	John Molder
(1) Librarian	Jerri Shields
(2) Water Employees	Daniels Griffin
	PJ Owens
(1) Wastewater Employees	Stanley (Jeff) McKee
(2) Street Maintenance Employee	Jacob Lindsay
	Quinton Ford
(1) Park/Pool	Albert Araujo
(4) Library Employee (part-time)	Anne Purvis
	Glenda Day
	Carlene Hollar
	Teri Rummel
(2) Recycling Employee (part-time)	Eddie (Lynn) Floyd
	Logan Aguilar

Municipal Judge	Richard Green
Fire Marshal	Jeremy Powell
(1) Park Attendant (seasonal)	to be filled
(13) Pool Manager & Lifeguards	to be filled

1	WORKSHEET					
2		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
4	GENERAL FUND					
5						
6	REVENUE	1,452,158	4,480,317	1,863,325	0	2,030,948
7						
8	EXPENDITURES					
9	RECYCLING/SANITATION	0	393,498	371,630	0	377,990
10	MAYOR & CITY COUNCIL	4,878	9,002	10,250	0	10,475
11	ADMINISTRATION	97,813	94,726	106,665	0	184,200
12	FINANCE & ACCOUNTING	141,774	142,929	161,120	0	173,490
13	CITY HALL	141,447	90,179	112,795	0	105,075
14	MUNICIPAL COURT	24,772	27,881	29,665	0	30,215
15	TAX OFFICE	16,335	16,402	17,750	0	18,250
16	LAW ENFORCEMENT	159,248	162,446	166,020	0	166,555
17	FIRE DEPARTMENT	20,512	30,142	26,670	0	26,965
18	CODE COMPLIANCE	45,849	40,156	57,865	0	70,780
19	STREETS	98,241	165,641	201,622	0	199,028
20	PARKS	3,363	7,158	54,410	0	58,530
21	AIRPORT	3,340	2,926	4,975	0	7,475
22	LIBRARY	72,731	72,589	87,555	0	89,680
23	DEBT SERVICE/TRANSFERS	493,861	2,930,090	634,857	0	399,278
24	POOL	308	129,058	63,440	0	63,850
25	TOTAL EXPENDITURES	1,324,472	4,314,823	2,107,289	0	1,981,836
26						
27						
28	FUND BALANCE	127,686	165,494	29,418	0	51,892
29						
30		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
31		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
32	ENTERPRISE FUND					
33						
34	REVENUE	1,337,829	902,723	916,300	0	916,324
35						
36	EXPENDITURES					
37						
38	WASTEWATER DEPARTMENT	121,626	123,313	168,941	0	168,958
39	WATER DEPARTMENT	395,111	379,062	512,728	0	483,748
40	SANITATION DEPARTMENT	362,270	0	0	0	0
41	TRANSFERS	259,313	144,950	211,000	0	205,000
42	TOTAL EXPENDITURES	1,138,320	647,325	892,669	0	857,706
43						
44	FUND BALANCE	199,509	255,398	23,631	0	58,618
45						
46	BALANCE (DEFICIT)	327,195	420,892	53,049	0	110,510
47						
48						
49						
50						
51						

GENERAL FUND

1	GENERAL FUND					
2	REVENUE	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
4						
5	TAXES					
6	AD VALOREM TAXES--CURRENT	336,678	373,105	390,000	0	384,000
7	SALES TAX	432,031	477,791	445,000	0	475,000
8	FRANCHISE FEES-Cable	3,678	3,010	3,500	0	2,625
9	FRANCHISE FEES-Telephone	4,739	3,496	4,000	0	3,400
10	FRANCHISE FEES-Electric	55,170	53,025	56,000	0	54,000
11	FRANCHISE FEES-Gas	9,278	11,358	13,200	0	13,600
12	TOTAL	841,574	921,785	911,700	0	932,625
13						
14	LICENSES/PERMITS					
15	ANIMAL CONTROL FEES	1,570	375	1,000	0	1,000
16	ITINERANT MERCHANT PERMIT	200	125	100	0	300
17	CODE COMP. FEES	200	1,085	1,000	0	500
18	TOTAL	1,970	1,585	2,100	0	1,800
19						
20	INTRAGOV'T TRANSFER					
21	TRANSFER FROM MUNI COURT - HERRING	0	0	0	0	0
22	TRANSFER FROM UTILITY FUND-MGMT FEE	55,000	35,000	101,000	0	95,000
23	DONLEY COUNTY--LIBRARY MAINT	30,000	28,417	30,000	0	35,000
24	TRANSFER FROM GF CHECKING TO CD	0	700,000	0	0	0
25	TRANSFER FROM RESERVE FUNDS CD	0	119,077	40,000	0	0
26	TRANSFER FROM TEXPOOL	331,850	1,566,020	0	0	200,000
27	TRANSFER TO TEXPOOL	0	31,165	0	0	0
28	TOTAL INTERGOV'T	512,773	2,479,679	171,000	0	330,000
29						
30	MUNICIPAL COURT					
31	MUNICIPAL COURT FINES	16,626	26,371	15,000	0	16,250
32	TOTAL COURT	16,626	26,371	15,000	0	16,250
33						
34	MISCELLANEOUS					
35	PROPERTY SALES	1,321	0	1,000	0	0
36	INTEREST EARNED	30,356	4,464	2,300	0	19,250
37	AIRPORT HANGAR RENT	6,305	6,346	7,000	0	7,000
38	REIMBURSEMENTS/AIRPORT RAMP GRANT	0	9,762	50,000	0	50,000
39	SALE OF SURPLUS ITEMS	0	327,225	2,000	0	0
40	TOWER RENTAL	11,397	14,170	26,500	0	5,000
41	ALCOHOL SALES PERMITS	1,385	175	350	0	550
42	FAX/COPY REVENUE	9	6	25	0	20
43	LIBRARY INCOME	4,093	6,939	7,700	0	7,200
44	MOWING FEE	0	0	500	0	300
45	TEXAS REVENUE RECOVERY ASSO.	287	222	150	0	400
46	MISC INCOME	3,549	0	1,000	0	500
47	POOL INCOME	0	19,231	45,000	0	39,400
48	TX PARKS & WILDLIFE - POOL	0	25,000	0	0	0
49	SANITATION/RECYCLING	370	410,704	420,000	0	394,000
50	PROPERTY LEASE/ SANITATION	0	6,000	6,000	0	6,000
51	AMERICAN RESCUE AND RECOVERY FUND	20,284	220,653	194,000	0	220,653
52	TOTAL	79,356	1,050,897	763,525	0	750,273
53	TOTAL GENERAL FUND	1,452,299	4,480,317	1,863,325	0	2,030,948

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 two (2) hourly employees. The hourly employees are responsible for maintaining street signs, painting stripes, and trimming trees that obscure traffic signs. The hourly employees will be allowed to "float" between departments as needed; employees from other departments will "float" to assist in the Street Department as well. Street lighting, a flat fee per streetlight, is funded in this department.

1	GENERAL FUND
2	
3	
4	STREETS
5	
6	
7	
8	
9	
10	payroll for 2 full-time employee
11	payroll taxes
12	health benefits; \$812.82 pp monthly,, 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	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9						
10	SALARIES	23,184	41,240	56,120	0	58,500
11	PAYROLL TAXES	1,780	3,183	4,265	0	4,370
12	HEALTH & LIFE INSURANCE	5,734	10,375	17,520	0	19,760
13	TMRS RETIREMENT	467	823	1,100	0	1,270
14	PART-TIME SALARIES	587	0	0	0	0
15	OVERTIME	211	1,249	2,200	0	2,200
16						
17						
18						
19						
20	TOTAL	31,963	56,870	81,205	0	86,100
21						
22						
23	MATERIAL AND SUPPLIES					
24						
25	GAS & OIL	6,633	10,374	13,850	0	14,250
26	TRAFFIC CONTROL DEVICES	601	1,102	800	0	800
27	UNIFORMS/APPAREL	274	628	1,100	0	1,100
28	SMALL TOOLS	209	724	800	0	700
29	CHEMICALS/MOSQUITO SPRAY	58	2,376	2,250	0	2,500
30	SAFETY EQUIPMENT	682	538	1,200	0	1,200
31	PAVING MATERIALS/ASPHALT	2,962	19,032	18,000	0	18,000
32	ROAD BASE/STABILIZATION	35	5,580	5,000	0	5,000
33	CONSUMABLES	414	148	450	0	450
34						
35						
36	TOTAL	11,868	40,502	43,450	0	44,000
37						
38	MAINTENANCE					
39						
40	EQUIPMENT	300	862	2,500	0	2,000
41	VEHICLE MAINTENANCE	1,458	3,624	2,000	0	2,500
42	EQUIPMENT MAINTENANCE	4,717	10,729	7,400	0	7,500
43	STREET SIGNS	0	1,965	1,000	0	1,200
44	CURBING & DRAINAGE	2,419	937	2,000	0	2,000
45	TIRES	2,169	2,920	2,300	0	2,400
46	CHEMICAL REPORT FEE	36	0	150	0	150
47						
48	TOTAL	11,099	21,037	17,350	0	17,750
49						

50	STREETS
51	continued
52	
53	
54	
55	fixed cost per light for street lights throughout town
56	travel/training
57	
58	
59	
60	
61	
62	
63	
64	large paving project funds from reserves
65	paid in full with budget amendment 17/18
66	radar speed signs x2 to be posted at each end of town
67	
68	
69	
70	
71	
72	

50	STREETS	2019-2020	2020-2021	2021-2022	2021-2022	2021-2022
51	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
52						
53	TRAVEL/TRAINING/OVERHEAD					
54						
55	STREET LIGHTS	43,041	47,021	47,500	0	45,500
56	TRAVEL/TRAINING	20	211	400	0	400
57						
58						
59	TOTAL	43,061	47,232	47,900	0	45,900
60						
61						
62	CAPITAL OUTLAY					
63						
64	ENGINEERING/ADA DESIGN	250	0	2,000	0	2,000
65	ROLLING STOCK 1/3 HYDROVAC	0	0	3,278	0	3,278
66	ROLLING STOCK JOHN DEERE TRA	0	0	3,939	0	0
67	HANDICAP RAMPS			2,500		0
68	TOTAL	250	0	11,717	0	5,278
69						
70						
71	TOTAL STREETS	98,241	165,641	201,622	0	199,028
72						

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 @ \$812.82 pp/monthly, & 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	
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	upgrades & new software
41	employment advertising
42	payments to unemployment commissin

1	GENERAL FUND					
2						
3	FINANCE / ACCOUNTING	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	PERSONNEL SERVICES					
8						
9	SECRETARY SALARY	43,667	41,645	45,050	0	46,850
10	PHONE ALLOWANCE	360	360	360	0	360
11	AUTOMOBILE ALLOWANCE	960	960	960	0	960
12	PAYROLL TAXES	5,994	5,952	7,090	0	7,125
13	HEALTH & LIFE INSURANCE	15,341	14,676	17,520	0	19,760
14	RETIREMENT	1,617	1,555	1,550	0	550
15	PART TIME WAGES	9,960	10,980	16,380	0	13,520
16	UTILITY CLERK WAGES	26,283	26,158	32,260	0	33,550
17	OVERTIME	36	49	150	0	50
18	TOTAL	104,218	102,335	121,320	0	122,725
19						
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	200	242	0	0	300
24	MINOR APPARATUS/OFFICE EQ.	2	278	250	0	250
25						
26	TOTAL	202	520	250	0	550
27						
28	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
29						
30	EDUCATION/TRAINING	595	883	300	0	400
31	MEETINGS/TRAVEL EXPENSE	1,285	1,230	500	0	800
32	DUES/SUBSCRIPTIONS	346	292	200	0	225
33	BONDS	50	50	70	0	50
34	MEDICAL/PHYSICAL/DRUG TESTING	370	3,042	2,000	0	2,000
35	AUDIT SERVICES	18,500	19,000	19,000	0	20,300
36	SERVICE CONTRACTS/INCODE	13,318	11,677	13,660	0	22,470
37	PRINTING EXPENSE	1,572	2,102	1,000	0	1,200
38	TEXAS REVENUE RECOVERY	225	225	700	0	600
39	COMPUTER MAINT. MONTHLY	1,093	1,157	1,520	0	1,520
40	COMPUTER SOFTWARE	0	108	0	0	300
41	EMPLOYMENT ADVERTISING	0	0	500	0	350
42	TX UNEMPLOYMENT COMMISSION	0	308	0	0	0
43	TOTAL	37,354	40,074	39,450	0	50,215
44						
45						
46	TOTAL FINANCE / ACCOUNTING	141,774	142,929	161,020	0	173,490

RECYCLING/SANITATION

Sanitation service is provided by Diversified Waste for the collection and hauling of garbage waste from the residential and commercial customers of the city, the City of Clarendon will provide for the easy recycling of metals, plastics, glass, and paper/cardboard, and to provide for the composting of wood chips and grass clippings utilizing two (2) part-time employees.

The contract provider picks up residential and commercial garbage from dumpsters, many of which are shared by adjacent customers. Diversified 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.

1	GENERAL FUND
2	
3	
4	SANITATION
5	
6	
7	
8	
9	payroll for 2 part-time employees
10	payroll taxes
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	provided by uniform service
24	fuel and oil for vehicles
25	wrenches and screwdrivers
26	safety glasses, hearing protection, etc....
27	rental equipment
28	
29	
30	
31	
32	gas service
33	electric service for recycling; transfer station
34	Diversified Waste service
35	tire recycling project with PRPC
36	telephone
37	Sanitations portion of the contracted monthly computer maintainance
38	
39	
40	MAINTENANCE/EQUIPMENT
41	oil, filters, parts, etc....
42	repairs to buildings
43	paper goods, gloves
44	tires for skid steer, forklift
45	
46	
47	
48	
49	

1	GENERAL FUND					
2						
3						
4	RECYCLING	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	PART TIME SALARIES	0	18,904	18,750	0	22,300
10	PAYROLL TAXES	0	3,641	1,435	0	1,715
11	VACATION/ SICK LEAVE PAYOUT	0	28,696	0	0	0
12	RETIREMENT PAYOUT	0	1,986	0	0	0
13						
14						
15						
16						
17						
18						
19	TOTAL	0	53,227	20,185	0	24,015
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS	0	449	425	0	425
24	GAS & OIL	0	1,559	500	0	350
25	SMALL TOOLS	0	363	300	0	300
26	SAFETY EQUIPMENT	0	89	250	0	250
27	EQUIPMENT RENTAL	0	126	0	0	0
28						
29						
30	TOTAL	0	2,586	1,475	0	1,325
31	CONTRACT SERVICES/ OVERHEAD					
32	GREENLIGHT GAS	0	1,860	1,275	0	1,500
33	UTILITIES (ELECTRIC)	0	877	1,275	0	1,000
34	CONTRACT COLLECTION/ DISPOSAL	0	322,215	339,500	0	341,250
35	TIRE RECYCLE PROGRAM	0	0	3,000	0	3,000
36	TELEPHONE	0	496	240	0	480
37	MONTHLY COMPUTER MAINTENANCE	0	1,157	1,520	0	1,520
38	TOTAL	0	326,605	346,570	0	348,750
39						
40	MAINTENANCE/EQUIPMENT					
41	EQUIPMENT MAINTENANCE	0	876	1,260	0	1,500
42	BUILDING MAINTENANCE	0	696	1,000	0	1,500
43	CONSUMABLES	0	264	500	0	500
44	TIRES	0	294	400	0	400
45	LANDFILL FEES	0	8,950	0	0	0
46	TOTAL	0	11,080	3,400	0	3,900
47						
48						
49	TOTAL RECYCLING	0	393,498	371,630	0	377,990

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	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	CONTRACTED SERVICES					
8						
9	APPRAISAL DISTRICT	16,335	16,402	17,750	0	18,250
10						
11	TOTAL	16,335	16,402	17,750	0	18,250
12						
13	TOTAL TAX OFFICE	16,335	16,402	17,750	0	18,250
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 Councils 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	
32	
33	
34	
35	
36	
37	

1	GENERAL FUND					
2						
3						
4	MAYOR & CITY COUNCIL	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	MATERIAL and SUPPLIES					
8						
9	SUPPLIES	36	278	200	0	225
10	APPAREL	106	0	300	0	350
11						
12	TOTAL	142	278	500	0	575
13						
14	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
15						
16	EDUCATION/TRAINING	0	0	600	0	600
17	TML QUARTERLY MEETING	0	0	1,100	0	1,200
18	MEETINGS/TRAVEL	477	117	700	0	600
19	ELECTION EXPENSE	36	3,260	2,600	0	2,700
20	ADVERTISING-LOCAL	1,058	3,181	1,250	0	1,300
21	DUES & SUBSCRIPTIONS	1,165	1,060	1,000	0	1,000
22	BONDS	0	0	0	0	0
23	INTERNET EMAIL DOMAIN	0	0	0	0	0
24	TOTAL	2,736	7,618	7,250	0	7,400
25						
26	PROJECTS					
27						
28	COMMUNITY PROGRAMS	2,000	1,000	2,000	0	2,000
29	ADVERTISING & PROMOTION	0	106	500	0	500
30						
31						
32	TOTAL	2,000	1,106	2,500	0	2,500
33						
34	TOTAL CITY COUNCIL	4,878	9,002	10,250	0	10,475

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	sealcoat & striping ramp grant funds
15	
16	
17	

1	GENERAL FUND					
2						
3						
4	AIRPORT	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	ELECTRICITY	1,568	1,690	2,000	0	2,100
8	LIGHTS	147	177	550	0	550
9	REPAIRS & MAINTENANCE	242	259	1,200	0	1200
10	HOUSEKEEPING	500	600	900	0	800
11	HOUSEKEEPING SUPPLIES	66	76	200	0	200
12	CONSUMABLES	0	124	125	0	125
13	SEALCOAT & STRIPING	0	0	0	0	2500
14	RAMP GRANT- RADIOS & LIGHTS	817	0	0	0	0
15						
16						
17	TOTAL AIRPORT	3,340	2,926	4,975	0	7,475

LAW ENFORCEMENT

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

On October 01, 2020, the City and Donley County entered into a 3-year agreement which provided for a base rate of compensation and a 1.5% annual increase. The City is currently in the process of reviewing the contract effective October 1, 2023.

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
2	
3	
4	LAW ENFORCEMENT
5	
6	
7	
8	
9	contract for law enforcement services; 2% annual increase
10	support for 911 system
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	

1	GENERAL FUND					
2						
3						
4	LAW ENFORCEMENT	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	CONTRACTUAL SERVICES					
8						
9	LAW ENFORCEMENT CONTRACT	158,800	161,976	165,520	0	166,055
10	PANCOM 911 SYSTEM SUPPORT	448	470	500	0	500
11						
12	TOTAL	159,248	162,446	166,020	0	166,555
13						
14						
15	TOTAL LAW ENFORCEMENT	159,248	162,446	166,020	0	166,555

MUNICIPAL COURT

The Legal and Court Department funds the monthly salary for a part-time Municipal Judge, and expenses for the hourly cost of the 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 hourly for work on an “as-needed” basis. The City Attorney also acts as Prosecutor in jury trials.

The Municipal Judge is Tommy Waldrop.

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

1	GENERAL FUND
2	
3	
4	MUNICIPAL COURT
5	
6	
7	
8	
9	
10	\$698.81/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 stamps, 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	the city does not retain an assistant city attorney at this time
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 appear (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	combining of court security and technology funds
48	
49	
50	
51	
52	

1	GENERAL FUND					
2						
3						
4	MUNICIPAL COURT	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	PERSONNEL SERVICES					
9						
10	JUDGES SALARY	8,386	8,637	8,950	0	9,310
11	PAYROLL TAXES	642	661	700	0	740
12	COURT CLERK SALARY	0	0	0	0	0
13	COURT CLERK RETIREMENT	0	0	0	0	0
14	TOTAL	9,028	9,298	9,650	0	10,050
15						
16	MATERIAL AND SUPPLIES					
17						
18	OFFICE SUPPLIES	158	287	250	0	200
19	MINOR TOOLS AND APPARATUS	0	205	150	0	150
20	FURNITURE AND FIXTURES	0	0	50	0	100
21						
22						
23	TOTAL	158	492	450	0	450
24						
25	MAINTENANCE OF EQUIPMENT					
26						
27	MONTHLY COMPUTER MAINTENAINCE	1,093	1,157	1,520	0	1,520
28	COMPUTER SOFTWARE & MAINT.	2,610	2,610	2,700	0	2,850
29						
30	TOTAL	3,703	3,767	4,220	0	4,370
31						
32	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
33						
34	CITY ATTORNEY	3,992	3,375	4,200	0	4,500
35	JUDGE -TRAVEL EXPENSE	0	0	200	0	300
36	JUDGE -TRAINING	40	100	300	0	500
37	CLERK - TRAINING	0	0	500	0	300
38	CLERK - TRAVEL	363	0	400	0	500
39	TELEPHONE & INTERNET	735	720	825	0	850
40	OMNIBASE FEES	72	36	150	0	125
41	POSTAGE	7	107	120	0	120
42	STATE COURT FEES	6,521	9,666	7,800	0	7,500
43	COURT & TRIAL EXPENSE	0	0	250	0	250
44	COLLECTION FEES (PERDUE-FIELDING)	127	295	500	0	300
45	DUES & SUBSCRIPTIONS	0	0	50	0	50
46	BOND	25	25	50	0	50
47						
48	TOTAL	11,882	14,324	15,345	0	15,345
49						
50						
51						
52	TOTAL LEGAL AND COURT	24,771	27,881	29,665	0	30,215

FIRE DEPARTMENT

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 DEPARTMENT
5	
6	
7	
8	
9	Jeremy Powell's salary as the City's Fire Marshal
10	payroll tax
11	
12	
13	
14	
15	Greenlight Gas
16	stipend paid to fire department
17	SWEPCO
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	Jeremy Powels travel expense as the EMC
28	Jeremy Powels training expense as the EMC
29	
30	
31	

1	GENERAL FUND					
2						
3						
4	FIRE DEPARTMENT	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SALARIES--FIRE MARSHAL	2,096	2,159	2,245	0	2,335
10	PAYROLL TAXES	160	165	175	0	180
11						
12	TOTAL	2,256	2,324	2,420	0	2,515
13						
14	FUEL and OPERATIONS SUBSIDY					
15	GREENLIGHT GAS	0	1,088	1,600	0	1,850
16	FUEL and OPERATIONS SUBSIDY	18,000	18,000	18,000	0	18,000
17	ELECTRICITY	0	3,230	2,600	0	2,500
18	TOTAL	18,000	22,318	22,200	0	22,350
19						
20	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
21						
22	EMERGENCY SUPPORT	0	223	400	0	400
23	SIREN MAINTENANCE and REPAIRS	0	4,577	600	0	650
24	AUDIT	255	0	350	0	300
25	TRAVEL EXPENSE--SCHOOLS	0	300	300	0	350
26	EMC TRAVEL	0	200	200	0	200
27	EMC TRAINING	0	200	200	0	200
28	TOTAL	255	5,500	2,050	0	2,100
29						
30	TOTAL FIRE DEPT	20,511	30,142	26,670	0	26,965

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	payroll taxes
10	Ciy pays \$812.82 per month & life insurance,
11	city matches 1-1 on 7% withholding
12	overtime for occasional night calls about animal control
13	
14	
15	
16	
17	
18	
19	
20	cleanning supplies
21	basic office supplies
22	fuel and oil for 1 vehicle
23	provided by uniform service
24	animal snare; traps
25	chemicals for euthanasia
26	drugs for tranquilizer gun
27	dog and cat food
28	cat litter; paper towels
29	gloves;locks
30	printing door hangers; violation books
31	food bowls, leashes, food storage containers, etc....
32	\$125.00 quarterly medication, food,support/ anamial adoption service
33	
34	
35	
36	
37	repairs to 1 vehicle
38	repairs to euthanasia equipment/ cages/catch poles repairs
39	
40	

1	GENERAL FUND					
2						
3	CODE COMPLIANCE	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	SALARY	33,009	29,146	34,920	0	30,000
9	PAYROLL TAXES	2,611	2,265	2,665	0	2,230
10	HEALTH & LIFE INSURANCE	28	28	80	0	9,880
11	RETIREMENT	679	575	670	0	675
12	OVERTIME	413	0	600	0	750
13						
14						
15						
16						
17	TOTAL	36,740	32,014	38,935	0	43,535
18						
19	MATERIAL AND SUPPLIES					
20	CLEANING SUPPLIES	0	0	50	0	75
21	OFFICE SUPPLIES	144	7	100	0	125
22	GAS & OIL	1,620	1,903	2,000	0	2,600
23	UNIFORMS/APPAREL	280	235	345	0	340
24	MINOR APPARATUS/SM. TOOL	398	502	500	0	550
25	CHEMICALS	0	0	100	0	150
26	TRANQUILIZER GUN/AMMO	0	0	50	0	100
27	FOOD FOR ANIMALS	242	114	250	0	250
28	CONSUMABLES	40	10	140	0	160
29	SAFETY EQUIPMENT	0	3	250	0	250
30	PRINTING EXPENSE	196	120	250	0	320
31	MINOR SUPPLIES	0	0	150	0	125
32	ANIMAL ADOPTION SERVICE	500	390	0	0	0
33	TOTAL	3,420	3,284	4,185	0	5,045
34						
35	MAINTENANCE					
36						
37	MOTOR VEHICLE REPAIRS	38	150	800	0	800
38	EQUIPMENT REPAIRS	0	0	300	0	300
39						
40	TOTAL	38	150	1,100	0	1,100
41						

41	
42	CODE COMPLIANCE
43	continued
44	
45	
46	administrative/legal cost of abatement
47	demolition of condemned structures
48	International Code Council (ICC) membership
49	travel expense to meetings and schools
50	code enforcement school, backflow testing school, animal control school
51	City cell phone
52	postage for violation notices
53	boarding for strays; rabies testing
54	consulting & trial attorney fees
55	filing fee with county clerk
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	funds to construct monofill
68	
69	
70	

42						
43	CODE COMPLIANCE	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
44	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
45						
46						
47	ABATEMENT DEMO	3,100	0	3,500	0	5,500
48	DUES	35	0	200	0	300
49	MEETINGS/TRAVEL EXP	11	12	700	0	700
50	TRAINING	110	575	500	0	700
51	CELL PHONE	746	724	770	0	780
52	POSTAGE	0	100	130	0	125
53	PROF SERVICES/VETERINARY	118	177	500	0	350
54	ATTORNEY FEES	41	245	3,500	0	6,000
55	LIEN PROCESSING	0	378	0	0	350
56	ORDINANCE CODIFICATION	0	375	0	0	700
57	ELECTRICITY	58	65	125	0	125
58	CONTRACT MOWING	0	900	800	0	1,000
59	COMPUTER MAINT. MONTHLY	1,093	1,157	1,520	0	1,520
60	TOTAL	5,312	4,708	12,245	0	18,150
61						
62	CAPITAL EXPENSE					
63						
64	BUILDING IMPROVEMENTS	72	0	1,000	0	600
65	CAGES	267	0	400	0	350
66	MONOFILL CONSTRUCTION	0	0	0	0	2,000
67						
68	TOTAL CAPITAL EXPENSE	339	0	1,400	0	2,950
69						
70	TOTAL CODE COMPLIANCE	45,849	40,156	57,865	0	70,780

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, summer picnic
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	
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	creation and management of a city website
46	coffee maker, lamp, chair etc..
47	
48	
49	
50	
51	313 S. Sully - new City Hall
52	new computer equipment
53	
54	

1	GENERAL FUND					
2						
3	CITY HALL	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	EMPLOYEE APPRECIATION EVENTS	2,268	1,813	4,000	0	3,000
9						
10	TOTAL	2,268	1,813	4,000	0	3,000
11						
12	MATERIAL AND SUPPLIES					
13						
14	HOUSEKEEPING SUPPLIES	371	96	375	0	350
15	OFFICE SUPPLIES	2,360	3,329	3,000	0	3,000
16	SAFETY EQUIPMENT	166	1,718	150	0	100
17	SECURITY EQUIPMENT	0	0	350	0	350
18						
19	TOTAL	2,897	5,143	3,875	0	3,800
20						
21	MAINTENANCE OF EQUIPMENT					
22						
23						
24	BUILDING MAINTENANCE	38,690	4,697	5,000	0	5,500
25	EQUIPMENT MAINTENANCE	111	178	500	0	350
26						
27	TOTAL	38,801	4,875	5,500	0	5,850
28						
29	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
30						
31	POST OFFICE BOX RENT	94	120	120	0	140
32	POSTAGE	5,420	5,240	6,500	0	4,810
33	TMLIRP INSURANCE	67,556	60,144	69,750	0	67,705
34	BEREAVEMENT	0	243	400	0	400
35	ELECTRICITY	4,506	2,195	4,500	0	2,300
36	GREENLIGHT GAS	2,422	2,323	3,750	0	2,900
37	TELEPHONE	1,863	885	1,200	0	1,250
38	HOUSEKEEPING	1,650	1,800	3,900	0	1,800
39	COPIER LEASE	1,585	1,735	2,400	0	2,070
40	PEST CONTROL	375	260	650	0	650
41	CONSUMABLES	653	537	900	0	600
42	EQUIPMENT RENTALS	879	255	600	0	500
43	SERVICE MATS	456	488	550	0	0
44	BUISNESS PHONE SYSTEM	5,879	0	0	0	0
45	WEBSITE	0	0	0	0	2,000
46	MINOR TOOL & APPARATUS	0	0	0	0	300
47	TOTAL	93,338	76,225	95,220	0	87,425
48						
49	PROJECTS / CAPITAL OUTLAY					
50						
51						
52	COMPUTER EQUIPMENT	4,143	2,123	4,200	0	5,000
53						
54	TOTAL	4,143	2,123	4,200	0	5,000
55						
56	TOTAL CITY HALL	141,447	90,179	112,795	0	105,075

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 six 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--4 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	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	LIBRARIAN SALARY	32,525	31,022	33,270	0	34,600
9	PART TIME SALARIES	21,718	21,276	28,600	0	29,745
10	PAYROLL TAXES	4,072	3,945	5,000	0	5,100
11	HEALTH & LIFE INSURANCE	11	11	125	0	145
12	RETIREMENT	646	602	635	0	745
13						
14						
15						
16	TOTAL	58,972	56,856	67,630	0	70,335
17						
18	MATERIAL AND SUPPLIES					
19						
20	OFFICE SUPPLIES	1,586	1,370	1,000	0	1,000
21	MINOR APPARATUS/OFFICE MACHINES	0	807	400	0	425
22	HOUSEKEEPING SUPPLIES	44	139	350	0	350
23	BOOKS	2,342	2,854	3,300	0	3,300
24	CONSUMABLES	334	261	200	0	225
25						
26	TOTAL	4,306	5,431	5,250	0	5,300
27						
28	MAINTENANCE OF EQUIPMENT					
29						
30	COMPUTER MAINT. MONTHLY	1,093	1,157	1,520	0	1,520
31	BUILDING MAINTENANCE	53	200	2,100	0	2,000
32	COMPUTER HARDWARE/SOFTWARE	0	310	600	0	550
33						
34	TOTAL	1,146	1,667	4,220	0	4,070
35						
36	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
37						
38						
39	TRAVEL & TRAINING	237	336	500	0	500
40	DUES	30	210	200	0	225
41	ELECTRICITY	2,222	2,566	2,900	0	2,600
42	GREENLIGHT GAS	1,004	1,268	1,700	0	1,650
43	TELEPHONE & INTERNET	660	540	825	0	750
44	PEST CONTROL	375	290	500	0	500
45	HARRINGTON USER FEE	3,685	3,365	3,700	0	3,600
46	SAFETY EQUIPMENT	70	35	80	0	100
47	BOND	25	25	50	0	50
48						
49						
50	TOTAL	8,308	8,635	10,455	0	9,975
51						
52	TOTAL LIBRARY	72,732	72,589	87,555	0	89,680

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 Full-time & Interim
8	
9	payroll tax
10	life & health benefits; \$812.82 pp monthly = 18 months
11	retirement benefits--the City matches 1-1 on a 7% withholding
12	
13	
14	
15	
16	
17	
18	
19	
20	calculators, etc..
21	City cell phone
22	Administration portion of monthly computer maintenance
23	expenses for administrators truck
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	boil water notices; ordinance publications
34	budget notices are now required to be separate from ther legal notices
35	Payments on 2019 Toyota
36	
37	

1	GENERAL FUND					
2						
3	ADMINISTRATION	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	SALARIES/WAGES	75,846	73,381	84,000	0	134,960
8	AUTOMOBILE ALLOWANCE	4,200	3,850	0	0	0
9	PAYROLL TAXES	6,021	5,820	6,555	0	10,060
10	HEALTH & LIFE INSURANCE	7,707	7,340	8,760	0	15,500
11	TMRS RETIREMENT	1,591	1,499	1,900	0	2,910
12	ADMINISTRATOR SEARCH	0	0	0	0	7,000
13						
14						
15	TOTAL	95,365	91,890	101,215	0	170,430
16						
17						
18	MATERIAL AND SUPPLIES					
19						
20	MINOR APPARATUS	43	0	100	0	100
21	CELL PHONE	746	613	750	0	720
22	COMPUTER MAINT. MONTHLY	1,093	1,157	1,520	0	1,520
23	VEHICLE MAINTENANCE	0	7	0	0	300
24	FUEL/ OIL	0	0	0	0	1,200
25	TOTAL	1,882	1,777	2,370	0	3,840
26						
27						
28	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
29						
30	MEETINGS/TRAVEL EXPENSES	0	544	500	0	600
31	EDUCATION/TRAINING	451	20	500	0	700
32	DUES/SUBSCRIPTIONS	0	107	150	0	100
33	EXPENSE ACCOUNT	74	0	600	0	600
34	LEGAL NOTICES	315	199	1,250	0	1,200
35	TOYOTA TRUCK ROLLING STOCK	0	0	0	0	7,250
36	BUDGET NOTICES	35	189	80	0	80
37	TOTAL	875	1,059	3,080	0	9,930
38						
39	TOTAL ADMINISTRATION	98,122	94,726	106,665	0	184,200

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 has one full time position that also covers the Pool, and one part time position that is a seasonal position of 36 hours a week, \$9.25 an hour for 20 weeks during the summer.

1	GENERAL FUND
2	
3	
4	PARKS
5	
6	
7	
8	
9	temporary summer worker for 36 hrs. a week, 9.25 hr., 20 weeks
10	payroll taxes for summer help
11	salary for full time employee
12	life & health benefits; \$812.82 pp monthly,
13	retirement benefits--the City matches 1-1 on a 7% withholding
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	t-shirt w/city logo
24	weed eater string, hand tools
25	1 vehicle, mowers, weed eaters
26	weed killer
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/weed eaters
37	hired services done in the park- tree trimming, etc..
38	mowed ditches to pool area
39	
40	
41	
42	
43	weed eater
44	bench
45	trash can
46	material for ground cover in the old horseshoe pit- moving child riding toys there
47	truck for full time employee
48	
49	
50	

1	GENERAL FUND					
2						
3						
4	PARKS	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	556	2,980	5,175	0	5,350
10	PAYROLL TAXES	43	228	2,640	0	2,700
11	SALARY/ PARK MAINTENANCE	0	0	29,535	0	30,715
12	HEALTH / LIFE INSURANCE	0	0	8,760	0	9,880
13	TMRS RETIREMENT	0	0	565	0	660
14						
15						
16						
17						
18						
19	TOTAL	599	3,208	46,675	0	49,305
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	0	0	340	0	350
24	SMALL TOOLS	52	185	750	0	750
25	FUEL AND OIL	24	611	370	0	825
**//	CHEMICALS/HERBICIDE/PESTICIDE	17	0	300	0	400
27	SAFETY EQUIPMENT	0	0	150	0	150
28	CONSUMABLES	0	69	150	0	150
29	VEHICLE MAINTENANCE					300
30						
31	TOTAL	93	865	2,060	0	2,925
32						
33	MAINTENANCE					
34						
35	RESTROOMS MAINTENANCE	162	75	275	0	300
36	EQUIPMENT/PARTS	1,886	1,515	550	0	600
37	PROFESSIONAL SERVICES	0	0	500	0	500
38	CONTRACT MOWING	0	0	0	0	0
39	TOTAL	2,048	1,590	1,325	0	1,400
40						
41	CAPITAL OUTLAY					
42	ROLLING STOCK CHEVY PICKUP	0	0	4,000	0	4,000
43	WEEDEATER	0	0	350	0	0
44	BENCH	623	691	0	0	900
45	GARBAGE RECEPTICLE	0	804	0	0	0
46	PLAY GROUND AREA	0	0	0	0	0
47	PROPERTY PURCHASE	0	0	0	0	0
48	TOTAL	623	1,495	4,350	0	4,900
49						
50	TOTAL PARKS	3,363	7,158	54,410	0	58,530

POOL OPERATIONS

The City Pool opened on Memorial Day weekend 2021.

The Pool opens from Memorial Day to Labor Day each year. There is one pool manager, an assistant manager, three lead lifeguards, and eight regular lifeguards.

1	GENERAL FUND
2	
3	
4	POOL
5	
6	
7	
8	
9	salaries for pool personel
10	payroll expense
11	aquatics manager and lifegaurd training
12	pool operator training x 2
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	gas bill
29	papertowels, toilet paper, etc...
30	notebooks, pens, calculator tape, etc..
31	money for cash drawer
32	
33	
34	
35	
36	maintaince and repair parts and equipment
37	small equipment and parts, signage
38	cleaning supplies, soap, paper goods
39	
40	
41	
42	
43	purchase vending machines for consession
44	purchase sod for pool area
45	purchase pool chairs/lounges
46	pave parking lot
47	install ada sidewalk
48	signage to to show who equipment was donated by
49	
50	

1	GENERAL FUND					
2						
3						
4	POOL	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	0	30,251	36,000		38,000
10	PAYROLL TAXES	0	2,314	2,740	0	2,900
11	TRAINING LIFEGUARDS	0	600	1,200	0	1,000
12	TRAINING MAINTENANCE	0	967	600	0	500
13						
14						
15						
16						
17						
18						
19	TOTAL	0	34,132	40,540	0	42,400
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS	0	1,074	600	0	600
24	CONCESSIONS	0	2,802	3,000	0	3,300
25	CHEMICALS	0	9,359	6,000	0	6,250
26	ELECTRICITY	0	0	4,400	0	4,400
27	TELEPHONE	0	499	650	0	700
28	GREENLIGHT GAS	0	1,901	1,000	0	1,200
29	CONSUMABLES	0	121	750	0	800
30	OFFICE SUPPLIES	0	225	0	0	200
31	CASH OVER/UNDER	0	200	0	0	0
32	TOTAL	0	16,181	16,400	0	17,450
33						
34	MAINTENANCE					
35						
36	RESTROOMS MAINTENANCE	0	334	500	0	300
37	EQUIPMENT/PARTS/SIGNAGE	0	5,892	2,000	0	1,200
38	CLEANING SUPPLIES	0	73	500	0	450
39						
40	TOTAL	0	6,299	3,000	0	1,950
41						
42	CAPITAL OUTLAY					
43	VENDING MACHINES	0	3,600	0	0	550
44	LANDSCAPING/ SOD	0	796	0	0	0
45	POOL FURNITURE	0	2,416	1,000	0	1,500
46	PAVING PARKING LOT	0	58,095	0	0	0
47	SIDEWALK/ADA RAMP	0	7,539	0	0	0
48	DONOR RECOGNITION	0	0	2,500	0	0
49	TOTAL	0	72,446	3,500	0	2,050
50						
51						
52	TOTAL POOL	0	129,058	63,440	0	63,850

DEBT SERVICE and TRANSFERS

This department is the .5% of the 2.00% 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 with .25% dedicated to Street Maintenance. The General Fund will transfer a portion of Surplus Sales to Rolling Stock for the purchase of a front-end loader for the Street Department.

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

1	
2	GENERAL FUND
3	
4	
5	DEBT SERVICE / TRANSFERS
6	
7	
8	
9	trans to rolling stock for vehicle/equipment purchase
10	sales tax pass-thru to EDC
11	local consolidated court cost - bldg security, truancy, jury fee, tech
12	txdot ramp match
13	.25% of sales tax for maintenance on existing streets
14	transfer to capital improvements
15	trans to american relief fund act account
16	trans to texpool
17	trans to cd's
18	trans to pool const acct.

1	GENERAL FUND					
2						
3						
4	DEBT SERVICE / TRANSFERS	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	TRANSFERS					
9	TRANS TO ROLLING STOCK	0	40,000	0	0	0
10	TRANS TO EDC	108,007	123,620	111,250	0	118,750
11	TRANS TO MUNICIPAL COURT LCF	0	1,503	600	0	500
12	TRANS TO AIRPORT MX FUND	0	8,946	0	0	0
13	TRANS TO STREET MX FUND	54,004	55,551	55,625	0	59,375
14	TRANS TO CAPITAL IMPROVEMENT	331,850	0	194,000	0	0
15	TRANS TO AMER RELIEF ACT FUND	0	220,653	0	0	220,653
16	TRANS TO TEXPOOL	0	31,165	0	0	0
17	TRANS TO CD	0	2,266,020	0	0	0
18	TRANS TO POOL CONSTRUCTION	0	182,632	0	0	0
19	TOTAL TRANSFERS	493,861	2,930,090	361,475	0	399,278
20						
21	TOTAL DEBT SERVICE					
22	and TRANSFERS	493,861	2,930,090	361,475	0	399,278

ENTERPRISE FUND

1	ENTERPRISE FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	WATER REVENUE	593,216	574,758	584,000	0	590,000
9	WATER TAP/CONNECTION FEES	1,600	0	1,800	0	1,200
10	SEWER TAP/CONNECTION FEES	0	400	1,000	0	1,000
11	SOLID WASTE DISPOSAL	376,514	0	0	0	0
12	TRANSFER STATION/GATE FEES	7,059	0	0	0	0
13	RECYCLING	6,545	0	0	0	0
14	LATE PAYMENT PENALTIES	11,148	14,474	14,250	0	1,300
15	BULK WATER	2,243	3,029	3,200	0	4,000
16	MISC	795	0	500	0	350
17	RETURNED CHECK FEES	397	446	550	0	450
18	RECONNECT FEES	5,322	6,622	6,200	0	4,000
19	TIRE RECYCLING PROJECT	233	0	0	0	0
20	WASTEWATER DUMPING FEE	300	525	525	0	525
21	40 YARD DUMPSTER & FEES	11,208	0	0	0	0
22	SEWER REVENUE	242,305	238,208	244,100	0	248,000
23	LIMBS AND YARWASTE	10	0	0	0	200
24	RAW WATER SALES	78,934	64,261	60,000	0	65,000
25	WATER METER TEST FEE	0	0	175	0	300
26	TOTAL	1,337,829	902,723	916,300	0	916,325
27						
28						
29	TOTAL ENTERPRISE FUND REVENUE	1,337,829	902,723	916,300	0	916,325

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 (2.66) 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; \$812.82, plus life
13	City matches 1-1 on 7% withholding
14	overtime for water emergencies
15	
16	
17	
18	
19	
20	fuel and oil for 2 2/3 pickups and Public Works equipment
21	hydrant wrenches, etc
22	safety glasses; yellow vests;etc...
23	pipe sealant,thread compound,etc.
24	contract uniform service
25	cash drawers over/under - auditor said to put line item here
26	
27	
28	
29	
30	vehicle repairs
31	pipe cutter repair;
32	maintenance to sewer jetter; pumps;
33	repairs to Public Works Warehouse
34	tires
35	
36	
37	
38	
39	
40	

1	ENTERPRISE FUND					
2						
3	WATER OPERATIONS AND MAINTENANCE					
4		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	38,454	37,059	39,270	0	40,840
10	SALARIES	59,419	54,613	69,600	0	58,250
11	PAYROLL TAXES	7,530	6,960	8,500	0	7,390
12	HEALTH & LIFE INSURANCE	15,895	11,528	23,580	0	25,310
13	TMRS RETIREMENT	1,990	1,808	2,200	0	2,080
14	OVERTIME	2,225	1,573	3,200	0	3,300
15						
16	TOTAL	125,513	113,541	146,350	0	137,170
17						
18	MATERIALS/SUPPLIES-WATER					
19						
20	GAS & OIL	2,567	2,952	3,700	0	4,200
21	SMALL TOOLS	445	507	600	0	600
22	SAFETY EQUIPMENT	568	505	2,500	0	1,800
23	CONSUMABLES	221	131	350	0	300
24	UNIFORMS	756	837	1,340	0	1,000
25	CASH OVER/UNDER	0	4	0	0	100
26	TOTAL	4,557	4,936	8,490	0	8,000
27						
28	MAINTENANCE of EQUIPMENT					
29						
30	MOTOR VEHICLE MAINTENANCE	1,398	613	2,000	0	2,000
31	MAJOR TOOL MAINTENANCE	365	360	2,000	0	2,000
32	EQUIPMENT MAINTENANCE	109	809	3,500	0	3,000
33	BUILDING MAINTENANCE	80	211	850	0	1,000
34	TIRES	144	1,770	2,200	0	2,200
35						
36	TOTAL	2,096	3,763	10,550	0	10,200
37						
38						
39						
40						

41	
42	WATER OPERATIONS AND MAINTENANCE
43	continued
44	
45	
46	
47	
48	annual fee for software support for auto-read meters
49	cost of water purchased from Greenbelt Water Authority
50	rental of vacuum excavator for meter project
51	55% electric utilities for warehouse
52	engineering--water system study
53	Inspections of water facilities
54	Inspection of elevated water storage tanks
55	bacteriological sampling
56	Texas Water Utilities Assn
57	travel expense to training and meetings
58	schooling expense
59	supervisor and on-call cell phones
60	gas utilities
61	Water portion of monthly computer maintenance
62	Interface between ARI meters and Encode Billing System
63	
64	
65	
66	
67	pipng and materials for water department
68	replacement of worn hydrant and valves
69	replacement and new connections
70	
71	
72	
73	
74	
75	plasma cutter for meter project
76	2012 F250 - paid in full 2020-2021 FY
77	electrical work to operate plasma cutter
78	
79	

41						
42	WATER OPERATIONS AND MAINTENANCE					
43	continued	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
44		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
45						
46						
47	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
48	AUTO-READ METER SUPPORT	0	4,875	2,700	0	2,700
49	WATER PURCHASED	219,908	213,111	291,000	0	277,000
50	EQUIPMENT RENTALS	0	147	1,500	0	1,000
51	ELECTRICITY	555	614	1,800	0	1,000
52	ENGINEERING/PROFESSIONAL SERVICES	400	585	2,000	0	2,000
53	TCEQ INSPECTIONS/FEEs	2,303	2,303	3,100	0	2,500
54	TANK INSPECTIONS	725	0	750	0	1,600
55	WATER SAMPLING	2,300	2,908	3,300	0	3,300
56	DUES/LICENSES/CERTIFICATIONS	3,060	336	1,800	0	1,500
57	MEETINGS/TRAVEL EXP	14	7	1,500	0	1,500
58	TRAINING/SCHOOLS	665	1,225	2,400	0	2,000
59	CELL/TELEPHONE/INTERNET	716	1,043	750	0	1,040
60	GREENLIGHT GAS	1,074	1,334	1,700	0	1,700
61	COMPUTER MAINT. MONTHLY	546	579	760	0	760
62	ENCODE BILLING INTERFACE	0	0	0	0	0
63	TOTAL	232,266	224,192	315,060	0	299,600
64						
65	SHORT LIVED ASSETS					
66						
67	PIPE & FITTINGS	19,242	17,604	20,000	0	20,000
68	HYDRANTS & VALVES	0	0	2,000	0	2,000
69	METERS & BOXES	5,615	4,486	4,500	0	3,500
70						
71	TOTAL	24,857	22,090	26,500	0	25,500
72						
73	CAPITAL OUTLAY					
74						
75	PLASMA CUTTER	0	0	0	0	0
76	ROLLING STOCK - 2012 F250 FORD	5,667	5,667	0	0	0
77	PLASMA CUTTER - ELECTRICAL WORK	0	0	0	0	0
78	TAPPING TOOL	0	0	2,500	0	0
79	ROLLING STOCK - 1/3 HYDROVAC	0	0	3,278	0	3,278
80						
81	TOTAL	5,667	5,667	5,778	0	3,278
82						
83						
84	TOTAL WATER OPS & MAINT	394,956	374,189	512,728	0	483,748
85						
86						
87						

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 one (1.34) full-time positions: 34% of the Public Works Director salary.

1	UTILITY FUND
2	
3	
4	WASTEWATER OPERATIONS AND MAINTENANCE
5	
6	
7	
8	
9	34% salary for Public Works Director
10	payroll for 2 employees
11	payroll taxes
12	health benefits; \$812.82 pp month, plus life
13	City matches 1-1 on 7% withholding
14	overtime for wastewater emergencies
15	
16	
17	
18	
19	
20	pipe and fittings for occasional repairs
21	fuel and oil for pickups and all Wastewater equipment
22	lift station equipment
23	hydrant wrenches, etc
24	manhole degreaser, etc.
25	safety glasses; yellow vests
26	pipe sealant; thread compound, etc.
27	contract uniform service
28	
29	
30	
31	
32	
33	vehicle repairs
34	flow totalizer; etc
35	maintenance to sewer jetter; pumps;
36	repairs to Public Works Warehouse
37	repairs to sewer lift stations
38	maintenance to manholes
39	tires
40	
41	
42	
43	

1	ENTERPRISE FUND					
2						
3	WASTEWATER OPERATIONS AND MAINTENANCE					
4		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	18,939	18,253	19,635	0	20,205
10	SALARIES	51,366	49,964	26,100	0	32,000
11	PAYROLL TAXES	5,240	5,158	3,475	0	3,915
12	HEALTH & LIFE INSURANCE	16,346	15,680	10,200	0	12,655
13	TMRS RETIREMENT	1,412	1,361	870	0	1,150
14	OVERTIME	1,066	1,964	1,000	0	1,200
15						
16	TOTAL	94,369	92,380	61,280	0	71,125
17						
18	WASTEWATER/MATERIALS/SUPPLIES					
19						
20	PIPE & FITTINGS	2,545	1,590	6,500	0	5,000
21	GAS & OIL	2,453	2,885	3,100	0	3,400
22	PUMPS/LIFT STATIONS EQUIPMENT	1,785	0	3,500	0	3,000
23	SMALL TOOLS	130	949	400	0	500
24	CHEMICAL	1,202	882	1,875	0	1,700
25	SAFETY EQUIPMENT	129	693	2,000	0	1,200
26	CONSUMABLES	144	242	250	0	300
27	UNIFORMS	623	729	875	0	875
28						
29	TOTAL	9,011	7,970	18,500	0	15,975
30						
31	MAINTENANCE of EQUIPMENT					
32						
33	MOTOR VEHICLE MAINTENANCE	911	2,836	1,300	0	1,400
34	MAJOR TOOL MAINTENANCE	0	2,318	3,000	0	3,000
35	EQUIPMENT MAINTENANCE	2,116	3,052	4,500	0	4,000
36	BUILDING MAINTENANCE	10	2	500	0	600
37	LIFT STATION MAINTENANCE	1,735	673	2,000	0	1,200
38	MANHOLE MAINTENANCE	2,112	1,298	0	0	700
39	TIRES	386	22	1,200	0	1,700
40						
41	TOTAL	7,270	10,201	12,500	0	12,600
42						

44	WASTEWATER OPERATIONS AND MAINTENANCE
45	continued
46	
47	
48	electric utilities for warehouse; 2 lift stations
49	engineering--wastewater system improvements
50	Inspections of wastewater facilities
51	effluent sampling
52	Texas Water Utilities Assn
53	travel expense to training and meetings
54	schooling expense
55	supervisor and on-call cell phones
56	gas utilities
57	wastewater portion of monthly computer maintenance
58	
59	
60	
61	matching funds for CDBG Grant /Liftstations
62	
63	
64	
65	
66	
67	2013 150 chevy - 1st of 3 payments
68	
69	
70	
71	
72	
73	
74	
75	
76	
77	
78	
79	
80	
81	
82	
83	

43	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
44						
45		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
46		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
47						
48	ELECTRICITY	874	1,062	1,200	0	1,320
49	ENGINEERING/PROF. SERVICES	0	1,015	2,500	0	2,000
50	TCEQ INSPECTIONS/FEEES	1,250	1,250	1,550	0	1,300
51	WASTEWATER SAMPLING	1,996	916	1,800	0	2,000
52	DUES/LICENSES/CERTIFICATIONS	0	114	800	0	800
53	MEETINGS/TRAVEL EXP	0	0	1,200	0	1,000
54	TRAINING/SCHOOLS	0	1,125	1,200	0	1,000
55	CELL/ TELEPHONES/ INTERNET	784	1,035	850	0	1,000
56	GREENLIGHT GAS	1,038	1,334	1,790	0	1,800
57	MONTHLY COMPUTER MAINTENANCE	546	578	760	0	760
58						
59	TOTAL	6,488	8,429	13,650	0	12,980
60	SPECIAL PROJECTS					
61	CDBG MATCH	0	0	53,000	0	53,000
62	DISCHARGE TOTALIZER			2,400		0
63		0	0	55,400	0	53,000
64						
65	CAPITAL OUTLAY					
66						
67	ROLLING STOCK - 2013 1500 CHEVLOLET	4,333	4,333	4,333	0	0
71	ROLLING STOCK 1/3 HYDROVAC	0	0	3,278	0	3,278
72	TOTAL	4,333	4,333	7,611	0	3,278
73						
74						
75	TOTAL WASTEWATER OPS & MAINT	121,472	123,313	168,941	0	168,958
76						
77						
78						
79						

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 or TexPool at the end of the year.

USDA loan payments reflect revenue collected from the \$10.00 per connection water rate increase, this is depending on how the USDA project advances. These funds are transferred monthly to TexPool investments.

1	
2	ENTERPRISE FUND
3	
4	
5	DEBT SERVICE / TRANSFERS
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	transfer to fund for refurbishing elevated water storage tanks
17	transfer to General Fund to compensate for management services
18	no longer used
19	USDA loan payments
20	transfer funds to texpool
21	
22	
23	

1	ENTERPRISE FUND					
2						
3						
4	DEBT SERVICE / XFERS	2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	GENERAL OBLIGATIONS	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	0	8,000
17	GENERAL FUND SUPPORT	55,000	35,000	101,000	0	95,000
18	IMPROVEMENT FUND	95,923	0	0	0	0
19	TRANSFER TO USDA DEBT	100,390	76,340	102,000	0	102,000
20	TRANS TO TEXPOOL	0	25,610	0	0	0
21	TOTAL TRANSFERS	259,313	144,950	211,000	0	205,000
22						
23						
24	TOTAL DEBT SERV / TRANSFER	259,313	144,950	211,000	0	205,000

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	
6	
7	
8	HOT funds revenue
9	bank account interest
10	balance in the checking account- carryover
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	debt service Certificate of Obligation from CEDC funds
27	portion of the HOT funds for CEDC tourism paid quarterly
28	portion of the HOT funds for Chamber of Commerce tourism paid quarterly
29	carryover for a CEDC capital project
30	
31	
32	
33	
34	
35	
36	

1	HOTEL OCCUPANCY TAX FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	HOTEL OCCUPANCY TAX	74,788	109,970	82,500	0	105,000
9	INTEREST EARNED	323	156	150	0	120
10	CARRYOVER FUNDS	0	72,750	72,750	0	72,750
11	TOTAL	75,111	182,876	155,400	0	177,870
12						
13						
14	TOTAL HOTEL/MOTEL TAX FUND REVENUE	75,111	182,876	155,400	0	177,870
15						
16						
17						
18						
19	HOTEL/MOTEL TAX FUND					
20						
21						
22	EXPENSE					
23		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
24		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
25						
26	CERTIFICATE OF OBLIGATION	27,053	6,264	27,500	0	27,500
27	CEDC TOURISM	28,591	53,478	34,375	0	51,250
28	CHAMBER OF COMMERCE	18,697	26,993	20,625	0	26,250
29	CARRYOVER CAPITAL EXPENDITURE	0	0	0	0	0
30						
31						
32						
33	TOTAL	74,341	86,735	82,500	0	105,000
34						
35						
36	TOTAL HOTEL/MOTEL TAX FUND EXPENSE	74,341	86,735	82,500	0	105,000
37						
38	BALANCE	770	96,141	72,900	0	72,870

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	
9	USDA construction
10	Project Portion Performed by City Forces
11	City Funds to complete
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	USDA construction
29	USDA legal & bond council
30	USDA engineering
31	USDA contingency funds - required by USDA
32	resident inspector to oversee job progress
33	Gorst street sewer project from remaining USDA grant funds
34	
35	

1	COMMUNITY DEVELOPMENT FUND					
2	USDA CONSTRUCTION FUND					
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8						
9	USDA RURAL DEVELOPMENT	749,283	446,281	242,712	0	250,777
10	CITY FORCE CONTRIBUTION	0	0	0	0	15,900
11	CITY FUND					10,107
12	TOTAL	835,739	446,281	242,712	0	276,784
13						
14						
15	COMMUNITY DEVELOPMENT REVENUE	835,739	446,281	242,712	0	276,784
16						
17						
18						
19						
20	COMMUNITY DEVELOPMENT FUND					
21						
22						
23	EXPENSE					
24		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27						
28	USDA DEVELOPMENT/ CONSTRUCTION	651,366	285,009	202,212	0	261,634
29	USDA LEGAL/ BOND COUNSEL	0	0	0	0	1,750
30	USDA ENGINEERING	162,840	38,209	40,500	0	13,400
31	USDA CONTINGENCY	0	0	0	0	0
32	RESIDENT INSPECTOR	21,533	58,893	0	0	0
33	USDA SEWER PROJECT	0	42,623	0	0	0
34						
35						
36						
37	COMMUNITY DEVELOPMENT EXPENSE	835,739	424,734	242,712	0	276,784
38						
39						
40	BALANCE	0	21,547	0	0	0

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	3 of 3 payments-2013 Ford F150 wastewater
8	transfer from general fund
9	kamatsu tractor \$21,381 -\$10,000 ins -\$7,442 damage from swifts truck-PAID
10	code compliance/ animal control truck-paid
11	truck of park purchased 20/21 fy \$11,995 - 1 of 3 payments
12	3 of 3 payments from Water for 2012 F250 Truck- paid
13	hydro vac purchased 20-21 fy \$29,500 - 1 of 3
14	interest of mma account
15	carry-over from previous FY
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	
33	john deere tractor 2016 - street
35	2013 F150 truck - wastewater
36	chevy 1/2 truck for park
37	hydro vac
38	toyota truck for administrator use

1	ROLLING STOCK FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7	TRUCK 2013 F250 - WASTEWATER	4,333	4,333	4,333	0	0
8	TRANSFER FROM GENERAL FUND	0	40,000	0	0	0
9	JOHN DEERE TRACTOR 2016 - STREET	7,442	0	0	0	0
10	TRUCK - CODE COMP - PAID	0	0	0	0	0
11	TRUCK - PARK	0	0	4,000	0	4,000
12	TRUCK 2012 F250 - WATER - PAID	5,667	5,667	0	0	0
13	HYDRO VAC	0	0	9,834	0	9,834
14	INTEREST	86	51	40	0	0
15	CARRYOVER	0	28,221	36,773	0	1,778
16	TRUCK-ADMINISTRATOR					7,250
17	TOTAL	17,528	78,272	54,980	0	22,862
18						
19						
20	TOTAL REVENUE	17,528	78,272	54,980	0	22,862
21						
22						
23						
24						
25	ROLLING STOCK FUND					
26						
27						
28	EXPENSE					
29		2019-2020	2020-2021	2021-2022	2021-2022	2021-2022
30		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
31						
32	JOHN DEERE TRACTOR 2016 - STREET	0	0	0	0	0
33	TRUCK 2013 F250- WASTEWATER	0	0	0	0	0
34	TRUCK - PARK \$11,995	0	11,995	0	0	0
35	HYDRO-VAC 2011 \$29,500	0	29,500	0	0	0
36	TOYOTA TUNDRA 2019 - ADMIN	0	35,000	0	0	0
37	TOTAL EXPENSE	0	76,495	0	0	0
38						
39	BALANCE	17,528	1,777	54,980	0	22,862

AIRPORT MAINTENANCE

The Airport Maintenance Department was created in the 2018/2019 FY to fund Airport Improvements through Grants and donations at Bass Field/Smiley Johnson Airport, a municipal airport owned and maintained by the City of Clarendon.

On November 13, 2018, the Donley County Commissioners Court appointed Chancy Cruse and Chris Schollenbarger to the Clarendon-Donley County Joint Airport Zoning Board.

On November 15, 2018, the Clarendon City Council appointed John Morrow and Bright Newhouse III to the Clarendon-Donley County Joint Airport Zoning Board.

The Clarendon-Donley County Joint Airport Zoaning Board was reorganized on February 28, 2019 through Ordinance No. 484, an amendment to the original Ordinance No. 290.

On April 2, 2019 Chris Schollenbarger was appointed Chairman of the Clarendon-Donley County Joint Airport Zoning Board. Machiel Covey was appointed as Secretary to the board and fifth member of the Clarendon-Donley County Joint Airport Zoning Board.

1	AIRPORT MAINTENANCE FUND
2	
3	
4	
5	
6	
7	
8	ramp grant reimbursement
9	solicited donations
10	trans from general fund to match donated for ramp grant reimbursement
11	trans from airport maintenance funds in texpool
12	interest
13	carryover
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	funds to purchase equipment and operate a fuel station
32	upgrade runway lights, radio, electrical, etc...
33	sealcoat/stripping
34	security cameras
35	
36	
37	
38	

1	AIRPORT MAINTENANCE FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	RAMP GRANT	0	8,946	50,000	0	50,000
9	DONATIONS	0	0	0	0	50,000
10	TRANSFER FROM GENERAL FUND	816	0	0	0	0
11	TRANS FROM AP FUND IN TEXPOOL	0	0	0	0	0
12	INTEREST	82	15	0	0	100
13	CARRYOVER	18,626	0	0	0	0
14						
15	TOTAL	19,524	8,961	50,000	0	100,100
16						
17						
18	TOTAL REVENUE	19,524	8,961	50,000	0	100,100
19						
20						
21						
22						
23						
24						
25						
26	EXPENSE					
27		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
28		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
29						
30						
31	PILOTS LOUNGE IMPROVEMENTS	0	0	50,000	0	100,000
32	RADIO & LIGHTS	337	0	0	0	0
33	SEALCOAT & STRIPING	0	0	0	0	0
34	SECURITY CAMERAS	19,187	0	0	0	0
35	TOTAL	19,524	0	50,000	0	100,000
36						
37						
38	TOTAL EXPENSE	19,524	0	50,000	0	100,000
39						
40	BALANCE	0	8,961	0	0	100

MUNICIPAL COURT LOCAL CONSOLIDATION FEE FUND

The Municipal Court Local Consolidation Fee Fund was created from the 86th Texas Legislature, S.B. 346 and became effective on January 1, 2020.

The Local Consolidated Fee is a \$14 cost collected on all nonjailable misdemeanor offenses, including criminal violation of a municipal ordinance (Section 134.103, Local Government Code). The municipal treasurer is required to allocate the \$14 to four separate funds or accounts outlined below, based on percentages in the statute, and maintain that individual fund or account. The money in the fund or account may only be used for the purposes provided by law (Section 134.151(a), Local Government Code).

Municipal Court Building Security Fund Article 102.017, Code of Criminal Procedure, 35%, \$4.90. May only be used for security personnel, services, and items related to buildings that house the operation of municipal court. A non-exhaustive list of potential uses is included in Article 102.017(c), Code of Criminal Procedure.

Local Truancy Prevention and Diversion Fund Section 134.156, Local Government Code, 35.7143%, \$5.00. May only be used to finance the salary, benefits, training, travel expenses, office supplies, and other necessary expenses relating to the position of juvenile case manager. Money may not be used to supplement the income of an employee whose primary role is not juvenile case manager.

Municipal Court Technology Fund Article 102.0172, Code of Criminal Procedure, 28.5714%, \$4.00. May only be used to finance the purchase of or to maintain technological enhancements for a municipal court. A non-exhaustive list of potential uses is included in Article 102.0172(b), Code of Criminal Procedure.

Municipal Jury Fund Section 134.154, Local Government Code 0.7143%, \$0.10, May only be used by municipality to fund juror reimbursements and otherwise finance jury services

1	MUNICIPAL COURT BUILDING SECURITY FUND
2	
3	
4	
5	
6	
7	
8	
9	
10	combined revenue for all four funds
11	transfer from building security- closed account, moved to lccc
12	4.00 from all nonjailable misdemeanor offenses
13	4.90 from all nonjailable misdemeanor offenses
14	5.00 from all nonjailable misdemeanor offenses
15	.10 from all nonjailable misdemeanor offenses
16	carry over funds from previous year
17	revenues transferred from general fund
18	
19	
20	
21	
22	
23	
24	
25	
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31	
32	
33	
34	purchase or maintain technology enhancements
35	security camera required by legislature, other security eq.
36	salary,travel exp, supplies,necessary expenses for a case manager
37	jury reimbursements and financial services
38	
39	
40	

1	MUNI COURT LOCAL CONSOLIDATION					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES					
9						
10	COMBINED REVENUES	785	1,503	1,200	0	1,315
11	TRANSFER FROM BUILDING SECURITY	887	0	0	0	0
12	TECHNOLOGY FUND	0	0	0	0	0
13	BUILDING SECURITY FUND	0	0	0	0	0
14	TRUANCY PREVENTION & DIVERSION	0	0	0	0	0
15	JURY FUND	0	0	0	0	0
16	COMBINED CARYOVER	0	0	3,785	0	4,250
17	TRANSFER FROM GENERAL FUND	0	0	0	0	0
18	TOTAL	1,672	1,503	4,985	0	5,565
19						
20						
21	MUNI COURT TECHNOLOGY FUND REVENUE	1,672	1,503	4,985	0	5,565
22						
23						
24						
25						
26	MUNI COURT LOCAL CONSOLIDATION					
27						
28						
29	EXPENSE					
30		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
31		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
32						
33						
34	TECH FUND - COMPUTER MAINT. & EQ	0	0	1,580	0	1,600
35	SECURITY FUND - EQUIP & SERVICES	0	0	950	0	950
36	TRUENCY PREV - JUVENILE CASE MGR	0	0	950	0	950
37	JURY FUND - REIMBURSE & SERVICES	0	0	100	0	150
38						
39						
40	TOTAL	0	0	3,580	0	3,650
41						
42						
43	MUNI COURT TECHNOLOGY FUND EXPENSE	0	0	3,580	0	3,650
44						
45	BALANCE	113	1,503	1,405	0	1,915

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	funds held in TxPool -from \$10 per water connection
10	monthly interest on MMA checking account
11	carryover from I&S fund
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	USDA debt & interest payment
29	
30	
31	
32	
33	
34	
35	
36	
37	
38	

1	USDA DEBT SERVICE FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES	0	76,340	102,000	0	100,500
9	CARRYOVER	73,000	44,600	0	0	202,115
10	INTEREST	376	163	160	0	200
11	TRANSFER FROM I&S	52,900	9,000	6,418	0	0
12						
13	TOTAL	126,276	130,103	108,578	0	302,815
14						
15						
16	USDA DEBT SERVICE REVENUE	126,276	130,103	108,578	0	302,815
17						
18						
19						
20						
21	USDA DEBT SERVICE FUND					
22						
23						
24	EXPENSE					
25		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28	USDA DEBT SERVICE	99,061	99,687	102,000	0	102,000
29						
30						
31						
32						
33						
34						
35						
36	USDA DEBT SERVICE EXPENSE	99,061	99,687	102,000	0	102,000
37						
38						
39	BALANCE	27,215	30,416	6,578	0	202,815

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.

The final Tax Notes & Bond payment was paid in February 2019.

Reserves from this account will be applied to the USDA Bond payment.

1	INTEREST & SINKING FUND
2	
3	
4	
5	
6	
7	
8	debt service component of Ad Valorem Taxes
9	carry over funds from 18-19 FY property tax collected
10	funds held in CD
11	interest earned from CD
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	2012 Tax Not & Bond payment - paid
28	carryover funds will be trans. To USDA Debt Fund
29	
30	
31	
32	
33	
34	
35	

1	INTEREST & SINKING FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	PROPERTY TAX	11,642	7,858	6,418	0	4,015
9	CARRY OVER	43,149	9,001	0	0	0
10	TRANSFER FROM CD	0	0	0	0	0
11						
12	TOTAL	54,791	16,859	6,418	0	4,015
13						
14						
15	INTEREST AND SINKING FUND REVENUE	54,791	16,859	6,418	0	4,015
16						
17						
18						
19						
20	INTEREST & SINKING FUND					
21						
22						
23	EXPENSE					
24		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27	2012 BONDS & TAX NOTES	0	0	0	0	0
28	MOVE TO USDA DEBT FUND	52,900	9,000	6,418	0	4,015
29						
30	TOTAL	52,900	9,000	6,418	0	4,015
31						
32						
33	INTEREST AND SINKING FUND EXPENSE	52,900	9,000	6,418	0	4,015
34						
35	BALANCE	1,891	7,859	0	0	0

STREET MAINTENANCE

The Street Maintenance Department was created in the 2019/2020 FY to fund Street Improvements through the 2% Sales Tax. An election was held in May 2019 and the citizens voted to approve the reallocation of sales tax revenue;

City 1.25%

Street Maintenance .25%

CEDC .50%

This revenue may only be used on existing streets at the time of election and will expire four years after it begins to levy taxes (10/01/2019) for street maintenance purposes if the city does not hold a tax reauthorization election.

1	STREET MAINTENANCE FUND
2	
3	
4	
5	
6	
7	
8	sales tax revenue
9	interest
10	carryover
11	trans from capital improvement cd
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	engineering
28	contracted services for street repairs
29	
30	
31	
32	
33	
34	
35	

1	STREET MAINTENANCE FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	SALES TAX REVENUE	54,004	65,827	55,625	0	59,375
9	INTEREST	80	163	140	0	60
10	CARRYOVER	0	51,200	42,072	0	42,702
11	TRANS FROM CAPITAL IMPROVEMENT CD	0	200,000	0	0	0
12	TOTAL	54,084	317,190	97,837	0	102,137
13						
14						
15	TOTAL REVENUE	54,084	317,190	97,837	0	102,137
16						
17						
18						
19						
20						
21						
22						
23	EXPENSE					
24		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27	ENGINEERING	0	13,140	52,950	0	10,000
28	CONTRACT SERVICES-STREET REPAIRS	0	294,665	10,000	0	49,435
29						
30	TOTAL	0	307,805	62,950	0	59,435
31						
32						
33	TOTAL EXPENSE	0	307,805	62,950	0	59,435
34						
35	BALANCE	54,084	9,385	34,887	0	42,702

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	funds from the capital improvement CD
10	American Recovery Act Funds
11	interest on checking account
12	carryover from previous year
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	to be determined by regulation requirements & City Council
31	funds moved to investment account if unused
32	CD funds - use to be determined by City Council
33	for future use
34	engineering expense
35	
36	
37	
38	

1	CAPITAL IMPROVEMENT FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUE FROM GENERAL CHECKING	0	0	0	0	0
9	REVENUE FROM CIP C.D.	0	0	300,000	0	200,000
10	AMERICAN RECOVERY ACT FUNDS	0	220,653	194,000	0	220,653
11	INTEREST	0	38	0	0	350
12	CARRYOVER	0	0	0	0	194,000
13	TOTAL REVENUE	0	220,691	494,000	0	615,003
14						
15						
16						
17						
18						
19						
20						
21	CAPITAL IMPROVEMENT FUND					
22						
23						
24	EXPENSE					
25		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29						
30	AMERICAN RECOVERY ACT PROJECTS	0	0	194,000	0	412,000
31	MOVE TO CAPITAL IMPROVEMENT FUND CD	0	0	0	0	0
32	CAPITAL PROJECTS	0	0	300,000	0	200,000
33	PROPERTY PURCHASE	0	0	0	0	0
34	ENGINEERING EXPENSE	0	0	75,000	0	0
35	TOTAL EXPENSE	0	0	375,000	0	612,000
36						
37						
38						
39						
40	BALANCE	0	220,691	119,000	0	3,003

AMERICAN RELIEF ACT FUND

Funding received through the Texas Department of Emergency Management for improvements to water, wastewater, or broadband connectivity. Updated guidance amended allows all funds to be utilized for governmental services.

1	AMERICAN RELIEF ACT FUND
2	
3	
4	
5	
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8	ARPA FUNDS
9	
10	
11	
12	
13	
14	
15	
16	
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19	
20	
21	
22	
23	
24	
25	
26	
27	
28	SUPPORT FOR C.I.P.
29	
30	
31	
32	
33	
34	
35	
36	
37	
38	

1	AMERICAN RELIEF ACT FUND					
2						
3						
4	REVENUE					
5		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES	0	0	0	0	220,653
9	INTEREST	0	0	0	0	0
10						
11						
12						
13	TOTAL	0	0	0	0	220,653
14						
15						
16	AMERICAN RELIEF ACT FUND REVENUE	0	0	0	0	220,653
17						
18						
19						
20						
21	AMERICAN RELIEF ACT FUND					
22						
23						
24	EXPENSE					
25		2019-2020	2020-2021	2021-2022	2021-2022	2022-2023
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28	TRANSFER TO C.I.P. FUND	0	0	0	0	220,653
29						
30						
31						
32						
33						
34						
35						
36	AMERICAN RELIEF ACT FUND EXPENSE	0	0	0	0	220,653
37						
38						
39	BALANCE	0	0	0	0	0

