

ORDINANCE NO. 2002-22
ADOPTION OF THE BUDGETS FOR YEAR 2002-2003

AN ORDINANCE ADOPTING THE OPERATING AND CAPITAL BUDGETS FOR THE CITY OF SHOREACRES FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2002 AND ENDING ON SEPTEMBER 30, 2003; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, in accordance with Texas State Law, the Mayor of the City of Shoreacres as Budget Officer, has prepared and submitted budgets covering the period from October 1, 2002 through September 30, 2003 inclusive; and

WHEREAS, a public hearing regarding the proposed Budgets for FY 2002-2003 was held on September 9th, 2002; and

WHEREAS, notice of this meeting, at which the Budgets are to be adopted, has also been given in accordance with State Law; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF SHOREACRES, STATE OF TEXAS:

SECTION 1. BUDGETS ADOPTED.


That in the opinion and judgment of the majority of the City of Shoreacres Council Members, as signified by "aye" vote as noted below, the Proposed Budgets for Fiscal Year 2002/2003 as shown on Attachment "A" to this Ordinance is hereby made a part thereto; by the same is hereby in all things approved and that same is proper and correct.

Ayes:

SECTION 2. SAVINGS CLAUSE

Any other ordinance in conflict herewith, shall be, and the same are, hereby expressly repealed to the extent of conflict only.

PASSED, APPROVED AND ADOPTED THIS 9 DAY
OF September, 2002.



Nancy R. Edmonson, Mayor

ATTEST:


Shari Tait, City Secretary

Budget 2002/2003

GENERAL FUND REVENUE

Budgeted 02/03

3410 Property Tax	490,000
3411 Miscellaneous Franchise Fees	1,400
3411-1 HL&P Franchise Tax	52,000
3411-2 Entex Franchise Tax	6,900
3411-3 SW Bell Franchise Tax	6,600
3411-4 Cable TV Franchise Tax	5,200
3415 TexPool Interest Income	24,000
3416 Fines & Forfeitures	174,000
3416-1 Warrant Revenue (MSB Only)	-
3416-2 Court Security Fees	5,000
3416-3 Court Technology Fund	6,000
3417 Checking Account Interest	1,000
3418 Building Permit Fees	15,000
3419 Refuse Collection Fees	77,500
3420 Sales Tax Income	50,000
3421 Mixed Beverage Tax Income	3,000
3422 Port Authority Patrol Fee	19,000
3426 Utility Fund Transfer	40,125
3429 Other Revenue	800
3431 Grants	-
3431-1 Child Safety Fees	1,600
3431-2 HGAC	-
3431-3 Police Education/Training	1,100
Total General Fund - Revenue	980,225

GENERAL FUND EXPENDITURES

Budgeted 02/03

GENERAL OVERHEAD	
4721 Merit Raises	12,000
4721-1 Certification Pay	3,500
4721-2 Cost of Living Raise (3%)	11,900
4721-3 Salary Review	9,350
4722 Liability Insurance	10,500
4722-1 Property Insurance	4,500
4722-2 Bonds	500
4722-3 Flood Insurance	2,500
4723 S. Security/Medicare Tax (w/3%& SI)	32,185
4724 Pre-Employment Procedures	2,500
4720-4 Tax Appraisal District Fees	3,700
4726 Longevity Pay	3,472
4727 TMRS Retirement (w/ 3% & SI)	31,200
4728 Health Insurance f/t Employees	71,925
4729 Workman's Compensation (w/3% & SI)	6,325
4730 Unemployment Insurance	1,500
4731 Grants	-
Subtotal - General Overhead	207,557

ADMINISTRATION	<i>Budgeted 02/03</i>
4701 City Secretary Salary	35,500
4701-1 Full-Time Clerk	20,800
4702 Personnel Services Overtime	1,000
4703 Mileage Reimbursement	100
4704 Municipal Code	2,000
4705 Building Inspector Fee	12,500
4706 Auditing-Accounting (Hovey)	7,500
4707 Office Supplies	5,000
4707-1 Printed Supplies	3,000
4708 Postage-Postage Meter	2,800
4709 Telephones (All Departments)	4,800
4709-1 Pagers	1,200
4709-2 Mobile Phones	1,500
4710 Office Equipment	8,000
4711 Association Dues	2,250
4712 Education Fund/Travel	2,000
4713 Election Fund	1,500
4714 Legal/Attorney Fees	10,000
4715 La Porte Tax Office	4,100
4718 Legal Notices/Newspapers	2,500
4720 Mayor/Council Expenses	4,500
4720-2 Special Projects/Events	1,300
4720-5 Checking Account Fees	100
Subtotal - Administration	133,950

MUNICIPAL COURT	<i>Budgeted 02/03</i>
4733-1 Overtime	500
4732 Judge Retainer	4,200
4732-99 Prosecutor Salary	6,000
4734-1 Computer Services/Equipment	1,000
4735 Jury Fees for Court	500
4736 Court Travel/Education Expenses	1,500
4737 State Traffic Violation Fees	75,000
4817 Building Security	5,000
4817-1 Technology Fund	6,000
Subtotal - Municipal Court	99,700

PUBLIC WORKS DEPT.	<i>Budgeted 02/03</i>
4741 Personnel Services Salary-Joe	24,450
4742 Personnel Services Overtime	1,800
4743 Supplies/Other	4,000
4744 Equipment	-
4745 Electricity Service/Street lamps	9,000
4746 Gasoline	750
4747 Road Repairs/Construction	17,000
4748 Street Signs	2,000
4754 Contract Services	9,000
4802 BFI Refuse Contractor	55,500
4802-1 BFI Recycling Program	13,224

4720-3 Sales Tax Fee	5,500
4804 Mosquito/Weed Control	1,500
4814 Gas (Entex) for City Hall	300
4815 Bldg. Maintenance	12,000
Subtotal - Public Works	156,024

PARKS	<i>Budgeted 02/03</i>
4790 Personnel Services Salary	26,300
4791 Personal Services Overtime	1,500
4792 Gasoline and Oil	750
4793 Small Equipment & Supplies	2,000
4794 Repair & Maintenance of Equip	3,000
4795 Major Equipment Purchases	7,500
Subtotal - Parks	41,050

POLICE DEPARTMENT	<i>Budgeted 02/03</i>
4760 Holiday Pay	5,000
4761 Officers Salary (5 full-time)	132,675
4761-1 Officers Overtime Pay	8,500
4761-2 Officers Salary (part-time)	7,400
4761-4 Salary Increase	-
4662 Police Chief Salary	43,750
4763 Warrant Overtime Pay	4,000
4764 Small Equipment & Supplies	3,500
4765 Vehicle Maintenance	5,000
4766 Gasoline	6,500
4767 Uniforms	1,800
4768 Prisoners Meals	1,500
4769 Emergency Preparedness Planning	1,000
4770 Animal Control Services	1,000
4771 Major Equipment Purchase	1,000
4772 Police Car Purchase	20,000
4777 Education & Training	1,100
4778 Firearms Qualification	500
4780 Dispatch Service Contract	6,000
4781 Fire Dept. Contingency Fund	-
4782 Child Safety Programs	1,600
Subtotal - Police Dept.	251,825
General Fund Expenditure Total	890,106

General Fund Revenue Total	980,225
Minus General Fund Expenditures	890,106
Grand Total	90,119

Grand Total Transferred to Capital Budget **90,119**

UTILITY FUND REVENUE *Budgeted 02/03*

3407 Water Sales	220,000
3408 Water Tap Fees	8,000

3409 Sewage Service Sales	127,000
3410 Bayshore Industrial	5,000
3413 Other Utility Income (late fees)	13,500
3414 Checking Account Interest	750
Total Utility Fund - Revenue	374,250

UTILITY FUND EXPENDITURES

Budgeted 02/03

WATER DEPARTMENT

4850 Personnel Services Salary-Eloy	34,225
4851 Personnel Overtime	2,800
4852 H2O Tower, Tank Ser., & Plant Main.	14,000
4853 Vehicle Maintenance	2,500
4854 Supplies - Maintenance	7,500
4855 Electricity- HL&P	11,000
4856 Water Conservation Program	700
4858 Mains/Hydrants	-
4859 Surface Water- LPAWA	80,000
4860 Entex (619 S/A Blvd.)	350
4860-1 Uniforms	1,600
4860-2 Education/Training	1,800
4860-5 Water Meter Replacement	-
4860-6 Fire Plug (Spare)	-
4860-8 Water Contingency	2,500
4860-9 Permit Fees	1,200
4860-10 Lab Fees	500
4860-11 Gasoline & Oil	1,500
Subtotal - Water Dept.	162,175

SEWER DEPARTMENT

Budgeted 02/03

4861 Personnel Services Salary-Saul	22,300
4862 Personnel Services Overtime	1,400
4863 Supplies & Maintenance	5,000
4864 Electricity- HL&P	9,800
4865 Mileage Reimbursement	100
4866 Maintenance- Contract Service	40,000
4868 Rehab Manholes	2,000
4869 Sewage Reserve Fund	15,000
4883 Contract Services-GCWDA	30,500
4890 Lift Station Upgrade	4,000
4891 Gasoline & Oil	-
Subtotal - Sewer Dept.	130,100

UTILITY BILLING & COLLECTIONS

Budgeted 02/03

4707 Utility Clerk	25,575
4707-1 Utility Billing Supplies	1,000
4892-2 Postage for Water Bills	2,700
4892-3 Computer Software Buy/Maintain	3,000
4707-2 Equipment Purchase/Upgrade	3,500
Subtotal - Utility Billing	35,775

EQUIPMENT AND TOOLS

Budgeted 02/03

4894 Equipment Rental	2,500
4897 Equipment Purchase	2,500
4898 Air Packs (30 Minutes)	250
Subtotal - Equipment & Tools	5,250

OTHER EXPENDITURES	<i>Budgeted 02/03</i>
4901 Bad Debts	-
4902 Bank Service Charge	200
4904 Transfer to General Fund	40,125
Subtotal - Other	40,325
Utility Fund Expenditure Total	373,625

Utility Fund Revenue Total	374,250
Minus Utility Fund Expenditures	373,625
Grand Total	625

Grand Total Transferred to Capital Budget	625
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09-Sep-02

Total Assets	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Beginning Balance (8)	\$1,277,951	\$1,277,951	\$942,951	\$955,951	\$953,664	\$955,187	\$957,708	\$985,425	\$993,547	\$1,028,295	\$1,020,902
Changes in Operating Budget											
From Current Year Budget (1)		\$85,000	\$89,250	\$93,713	\$98,398	\$103,318	\$108,484	\$113,908	\$119,604	\$125,584	\$131,863
Fire Protection (7)			(\$56,250)	(\$75,000)	(\$76,875)	(\$78,797)	(\$80,767)	(\$82,786)	(\$84,856)	(\$86,977)	(\$89,151)
Total After Operating Needs	\$1,277,951	\$1,362,951	\$975,951	\$974,664	\$975,187	\$979,708	\$985,425	\$1,016,547	\$1,028,295	\$1,066,902	\$1,063,613
Minimum Working Capital (2)											
General Fund	\$221,799	\$232,888	\$244,533	\$256,759	\$269,597	\$283,077	\$297,231	\$312,093	\$327,697	\$344,082	\$361,286
Water Fund	\$91,771	\$96,360	\$101,178	\$106,237	\$111,549	\$117,126	\$122,982	\$129,131	\$135,588	\$142,367	\$149,486
Total	\$313,570	\$329,248	\$345,711	\$362,996	\$381,146	\$400,203	\$420,213	\$441,224	\$463,285	\$486,450	\$510,772
Emergency Reserve (3)											
General Fund	\$200,000	\$205,000	\$210,125	\$215,378	\$220,763	\$226,282	\$231,939	\$237,737	\$243,681	\$249,773	\$256,017
Water Fund	\$100,000	\$102,500	\$105,063	\$107,689	\$110,381	\$113,141	\$115,969	\$118,869	\$121,840	\$124,886	\$128,008
Total	\$300,000	\$307,500	\$315,188	\$323,067	\$331,144	\$339,422	\$347,908	\$356,606	\$365,521	\$374,659	\$384,025
Funds Available for Capital Budget	\$664,381	\$726,203	\$315,053	\$288,600	\$262,897	\$240,082	\$217,303	\$218,717	\$199,489	\$205,793	\$168,816
Road and Streets (4)		\$350,000									
Water and Sewer (5)											
Parks (6)		\$50,000	\$20,000								
Police Vehicles (9)		\$20,000		\$21,000	\$20,000	\$22,000		\$23,000		\$24,000	
Public Works (10)					\$20,000					\$22,000	
Total Annual Expenditures	\$0	\$420,000	\$20,000	\$21,000	\$20,000	\$22,000	\$0	\$23,000	\$0	\$46,000	\$0
Ending Balance	\$1,277,951	\$942,951	\$955,951	\$953,664	\$955,187	\$957,708	\$985,425	\$993,547	\$1,028,295	\$1,020,902	\$1,063,613

- (1) Estimated at \$85,000 for FY 2003 for contribution from general operating to capital; increases at 5% per year
- (2) One quarter of budgeted operating expenditures for each fund in FY 2002, increasing at 5% per year thereafter
- (3) Amount in FY 2002 set arbitrarily, increasing at 2.5% per year thereafter.
- (4) Assumes 50% of Shady lawn, Fairfield, Seagrove, Brookside, Westview in FY 2003
- (5) Assumes all capital covered by water and sewer rates
- (6) 50% of proposed Circle Park improvements and \$10,000 land acquisition in FY 2003
- (7) Beginning Jan 2004
- (8) Beginning balance as of ~~August 2001~~ ^{July} 2002 less \$120,000 (estimated expenditures over revenues Sep)
- (9) Assumes a new patrol car every other year, resulting in a six year life for each of 3 vehicles
- (10) Remove old sewer plant in FY 2003; assumes a new truck every fifth year, resulting in a ten year life for each of 2 vehicles