

ORDINANCE NO. 2003-21
ADOPTION OF THE BUDGET FOR FY 2003/2004

AN ORDINANCE ADOPTING THE OPERATING BUDGET AND THE CAPITAL BUDGET FOR THE CITY OF SHOREACRES FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2003 AND ENDING ON SEPTEMBER 30, 2004; AND PROVIDING FOR A SAVINGS CLAUSE.

WHEREAS, in accordance with Texas State Law, the Mayor of the City of Shoreacres as Budget Officer, has prepared and submitted a budget covering the period from October 1, 2003 through September 30, 2004 inclusive; and

WHEREAS, a public hearing regarding the proposed Operating Budget and Capital Budget for FY 2003/2004 was held on September 8, 2004; and

WHEREAS, Notice of this meeting, at which the Budget is to be adopted, has also been given in accordance with State Law; now therefore,

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

SECTION 1. BUDGET ADOPTED.

That in the opinion and judgment of the majority of the City of Shoreacres Council Members, as signified by "ayes votes, the Proposed Operating Budget and Capital Budget for Fiscal Year 2003/2004 as shown on Attachment "A" to this Ordinance is hereby made a part thereto; by and the same is hereby in all things approved and that same is proper and correct.

SECTION 2. SEVERABILITY CLAUSE.


The City Council of the City of Shoreacres hereby declares that if any section, paragraph, sentence, clause, phrase or word of this ordinance is declared unconstitutional or invalid by final judgment of a court of competent jurisdiction, it will not affect the remaining portions of this Ordinance. The City Council declares it would have passed and ordained all the remaining portions of this Ordinance without the inclusion of those portions found to be unconstitutional or invalid.

PASSED, APPROVED AND ADOPTED THIS 8 DAY OF SEPTEMBER, 2003.



Nancy R. Edmonson, Mayor

Attest:



Shari Tait
City Secretary

Budget 2003/2004
25-Aug-03

<u>GENERAL FUND REVENUE</u>	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1000 Property Tax	451,235	490,000	518,000
1001 Franchise Fees	-	-	-
1001-1 HL&P Franchise Tax	44,000	52,000	52,000
1001-2 Entex Franchise Tax	4,200	6,900	7,400
1001-3 SW Bell Franchise Tax	6,775	6,600	6,000
1001-4 Cable TV Franchise Tax	5,300	5,200	5,800
1001-5 Miscellaneous Franchise Fees	-	1,400	1,500
1002 Fines & Forfeitures	180,000	177,500	236,000
1002-1 Court Security Fees	5,000	5,000	6,000
1002-2 Court Technology Fund	-	6,000	7,500
1003 TexPool Interest Income	41,500	24,000	14,000
1003-1 CD Interest	-	-	3,025
1004 Checking Account Interest	600	1,000	2,000
1005 Other Revenue	1,800	800	800
1006 Refuse Collection Fees	76,000	77,500	78,050
1007 Sales Tax Income	60,000	50,000	36,000
1008 Mixed Beverage Tax Income	2,950	3,000	2,600
1009 Port Authority Patrol Fee	18,400	19,000	19,600
1010 Utility Fund Transfer	25,270	40,125	34,148
1011 Building Permit Fees	10,000	15,000	24,000
1012 Grants	-	-	-
1012-1 Child Safety Fees	1,600	1,600	1,600
1012-2 Police Education/Training	1,500	1,100	1,100
1012-3 CCC Grant Cycle 8	-	-	12,000
1012-4 CIAP Grant	-	-	50,000
<u>Total General Fund - Revenue</u>	936,130	983,725	1,119,123

GENERAL FUND EXPENDITURES

<u>GENERAL OVERHEAD</u>	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1100 Merit Raises	12,000	12,000	12,000
1101 Certification Pay	3,000	3,500	4,000
1102 Longevity Pay	2,388	3,472	3,224
1103 TMRS Retirement (w/ 3%)	32,365	31,200	24,715
1104 Health Insurance f/t Employees	55,000	71,925	82,725
1105 S. Security/Medicare Tax (w/3%)	31,550	32,185	32,850
1106 Pre-Employment Procedures	3,000	2,500	2,500
1107 Liability Insurance	11,000	10,500	12,000
1107-1 Property Insurance	4,500	4,500	4,600
1107-2 Workman's Compensation	8,500	6,325	8,600
1108 Flood Insurance	2,500	2,500	2,500
1109 Unemployment Insurance (w/3%)	1,300	1,500	1,500
1110 Bonds	500	500	400
1111 Entex for City Hall	350	300	300
1112 Grants	1,000	-	-
1113 Bldg. Maintenance	12,000	12,000	10,000
<u>Subtotal - General Overhead</u>	180,953	194,907	201,914

CONTRACT SERVICES	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1200 La Porte Tax Office- Taxing Service	3,800	4,100	4,200
1201 Tax Appraisal District Fees	3,300	3,700	4,000
1202 Legal/Attorney Fees	4,000	10,000	9,000
1203 Ambulance Service Contract	4,050	-	4,000
1204 Fire Protection			86,000
1205 Building Inspector Fee	7,500	12,500	19,000
1206 Auditing/Accounting Services	7,000	7,500	10,000
<u>Subtotal - Contract Services</u>	29,650	37,800	136,200

ADMINISTRATION	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1300 City Secretary Salary	34,000	35,500	40,795
1301 Personnel Services Overtime	500	1,000	1,000
1302 Full-Time Clerk	19,760	20,800	24,645
1303 Mileage Reimbursement	100	100	100
1304 Postage-Postage Meter	2,500	2,800	3,100
1305 Office Supplies	5,000	5,000	4,500
1305-1 Printed Supplies	2,500	3,000	2,700
1306 Office Equipment	3,000	8,000	3,000
1307 Education Fund/Travel	2,000	2,000	2,000
1308 Mayor/Council Expenses	4,500	4,500	4,000
1309 Telephones (All Departments)	17,000	4,800	4,800
1309-1 Mobile Phones (Shari & Nancy's)	1,500	1,500	960
1310 Association Dues	3,000	2,250	2,220
1311 Election Fund	1,500	1,500	1,500
1312 Legal Notices/Newspapers	2,200	2,500	2,500
1313 Special Projects/Events	2,500	1,300	1,300
1314 Municipal Code	1,000	2,000	3,000
1315 Checking Account Fees	100	100	100
<u>Subtotal - Administration</u>	102,660	98,650	102,220

MUNICIPAL COURT	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1400 Judge Retainer	4,000	4,200	3,800
1401 Overtime	500	500	500
1402 State Traffic Violation Fees	80,000	75,000	99,000
1402-1 Building Security	5,000	5,000	6,000
1402-1 Technology Fund	-	6,000	7,500
1403 Prosecutor Salary	5,000	6,000	5,400
1404 Jury Fees for Court	400	500	450
1407 Court Travel/Education Expenses	2,000	1,500	1,500
<u>Subtotal - Municipal Court</u>	96,900	98,700	124,150

	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
PUBLIC WORKS DEPT.			
1500 Personnel Services Salary (Ralph)	32,910	24,450	22,725
1501 Personnel Services Overtime	1,200	1,800	1,800
1502 Mosquito/Weed Control	1,500	1,500	1,800
1503 Equipment	17,000	-	-
1504 Road Repairs/Construction	17,000	17,000	25,000
1505 Supplies/Other	5,000	4,000	3,600
1506 Gasoline	1,500	750	1,000
1507 Street Signs	1,500	2,000	1,000
1508 Electricity Service/Street lamps	9,000	9,000	7,000
1509 Mobile Phones (Eloy & PW Phone)	-	-	1,140
<u>Subtotal - Public Works</u>	86,610	60,500	65,065
PARKS			
1600 Personnel Services Salary (Humberto)	26,625	26,300	22,725
1601 Personal Services Overtime	1,800	1,500	1,000
1602 Contract Services-Erosion Study	-	-	20,000
1603 Major Equipment Purchases	12,500	7,500	2,000
1604 Repair & Maintenance of Equip	3,000	3,000	4,000
1605 Small Equipment & Supplies	2,000	2,000	1,800
1606 Gasoline	1,500	750	750
1607 Park Acquisition	-	-	50,000
<u>Subtotal - Parks</u>	47,425	41,050	102,275
REFUSE COLLECTION SERVICES			
1700 BFI Refuse Contractor	54,800	55,500	58,700
1700-1 BFI Recycling Program	14,200	13,224	13,225
1701 Personnel Services Overtime	-	-	500
1702 Green-Up, Clean-Up	-	-	12,000
1703 Sales Tax Fee	5,500	5,500	5,800
<u>Subtotal-Refuse Services</u>	74,500	74,224	90,225

POLICE DEPARTMENT	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
1800 Officers Salary (5 full-time)	128,835	132,675	148,040
1800-1 Officers Salary (part-time)	7,400	7,400	7,400
1800-2 Holiday Pay	5,000	5,000	5,000
1801 Officers Overtime Pay	8,500	8,500	8,500
1801-2 Warrant Overtime Pay	10,000	7,500	7,500
1802 Police Chief Salary	41,600	43,750	46,915
1803 Dispatch Service Contract	6,000	6,000	6,180
1804 Prisoners Meals	1,500	1,500	2,200
1805 Small Equipment & Supplies	3,500	3,500	4,500
1806 Gasoline	6,500	6,500	8,500
1807 Education & Training	1,500	1,100	1,100
1807-1 Firearms Qualification	500	500	700
1808 Police Car Purchase	1,646	20,000	-
1809 Mobile Phones (Chief & PD Phone)	-	-	1,020
1810 Uniforms	1,800	1,800	1,800
1811 Child Safety Programs	1,600	1,600	1,600
1812 Vehicle Maintenance	8,500	5,000	5,000
1813 Emergency Preparedness Planning	1,500	1,000	1,000
1814 Animal Control Services	1,000	1,000	1,000
Subtotal - Police Dept.	236,881	254,325	257,955
General Fund Expenditure Total	855,579	860,156	1,080,004
General Fund Revenue Total	936,130	983,725	1,119,123
Minus General Fund Expenditures	855,579	860,156	1,080,004
Grand Total	80,551	123,569	39,119
Grand Total Transferred to Capital Budget	80,551	123,569	39,119

UTILITY FUND REVENUE	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
2000 Water Sales	220,000	220,000	200,000
2001 Water Tap Fees	4,500	8,000	7,500
2002 Sewage Service Sales	127,000	127,000	130,000
2003 Bayshore Industrial	5,000	5,000	5,000
2004 Checking Account Interest	750	750	1,000
2005 Other Utility Income (late fees)	13,500	13,500	13,500
<u>Total Utility Fund - Revenue</u>	370,750	374,250	357,000

<u>UTILITY FUND EXPENDITURES</u>	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
WATER DEPARTMENT			
2100 Personnel Services Salary (Eloy)	24,400	34,225	39,765
2101 Personnel Overtime	2,500	2,800	2,500
2102 H2O Tower, Tank Ser., & Plant Main.	23,000	14,000	10,000
2103 Surface Water- LPAWA	80,000	80,000	104,000
2104 Water Conservation Program	-	700	1,600
2105 Supplies - Maintenance	7,500	7,500	5,000
2106 Gasoline	-	1,500	1,500
2107 Education/Training	1,800	1,800	700
2108 Electricity- TXU	11,000	11,000	9,000
2109 Permit Fees	1,200	1,200	1,000
2110 Uniforms	1,600	1,600	1,450
2111 Entex (619 S/A Blvd.)	450	350	350
2112 Vehicle Maintenance	2,500	2,500	2,500
2113 Water Meter Replacement	-	-	1,500
2114 Lab Fees	750	500	550
2115 Water Contingency	2,500	2,500	-
2116 Pagers	1,300	1,200	450
<u>Subtotal - Water Dept.</u>	160,500	163,375	181,865

SEWER DEPARTMENT	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
2200 Personnel Services Salary (Saul)	21,425	22,300	25,235
2201 Personnel Services Overtime	2,000	1,400	1,400
2202 Maintenance- Contract Service	50,000	40,000	30,000
2203 Mileage Reimbursement	100	100	100
2204 Contract Services-GCWDA	25,000	30,500	35,500
2205 Supplies & Maintenance	5,000	5,000	4,000
2206 Gasoline	-	-	500
2207 Education/Training	-	-	700
2208 Electricity- TXU	9,800	9,800	11,000
2209 Sewage Contingency	15,000	15,000	15,000
2210 Lift Station Upgrade	4,000	4,000	2,000
<u>Subtotal - Sewer Dept.</u>	132,325	128,100	125,435

UTILITY BILLING & COLLECTIONS	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
2300 Utility Clerk	24,590	25,575	28,685
2301 Utility Billing Supplies	1,500	1,000	1,450
2302 Computer Software Buy/Maintain	3,000	3,000	3,250
2303 Equipment Purchase/Upgrade	1,000	3,500	1,800
2304 Postage for Water Bills	3,600	2,700	2,700
<u>Subtotal - Utility Billing</u>	33,690	35,775	37,885
EQUIPMENT AND TOOLS	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
2400 Equipment Rental	3,000	2,500	2,000
2402 Air Packs (30 Minutes)	250	250	250
2403 Equipment Purchase	3,000	2,500	-
<u>Subtotal - Equipment & Tools</u>	6,250	5,250	2,250
OTHER EXPENDITURES	<i>Budgeted 01/02</i>	<i>Budgeted 02/03</i>	<i>Budgeted 03/04</i>
2500 Bank Service Charge	200	200	300
2501 Transfer to General Fund	25,270	40,125	34,405
<u>Subtotal - Other</u>	25,470	40,325	34,705
Utility Fund Expenditure Total	358,235	372,825	382,140
Utility Fund Revenue Total	370,750	374,250	357,000
Minus Utility Fund Expenditures	358,235	372,825	382,140
Grand Total	12,515	1,425	(25,140)
Grand Total Transferred to Capital Budget	68,036	124,994	13,979

City of Shores
 Capital Improvement Program
 FY 2004- FY2013

10-Sep-03

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Total Assets										
Beginning Balance (8)	\$1,388,158	\$1,067,158	\$1,026,158	\$1,031,158	\$909,158	\$946,658	\$978,783	\$851,664	\$866,440	\$915,254
Changes in Operating Budget										
From Current Year Budget (1)	\$14,000	\$25,000	\$40,000	\$50,000	\$52,500	\$55,125	\$57,881	\$60,775	\$63,814	\$67,005
Total After Operating Needs	\$1,402,158	\$1,092,158	\$1,066,158	\$1,081,158	\$961,658	\$1,001,783	\$1,036,664	\$912,440	\$930,254	\$982,258
Minimum Working Capital (2)										
General Fund	\$257,983	\$270,882	\$284,427	\$298,648	\$313,580	\$329,259	\$345,722	\$363,008	\$381,159	\$400,217
Water Fund	\$94,550	\$99,277	\$104,241	\$109,453	\$114,926	\$120,672	\$126,705	\$133,041	\$139,693	\$146,677
Total	\$352,533	\$370,159	\$388,667	\$408,101	\$428,506	\$449,931	\$472,428	\$496,049	\$520,851	\$546,894
Emergency Reserve (3)										
General Fund	\$210,125	\$215,378	\$220,763	\$226,282	\$231,939	\$237,737	\$243,681	\$249,773	\$256,017	\$262,417
Water Fund	\$105,063	\$107,689	\$110,381	\$113,141	\$115,969	\$118,869	\$121,840	\$124,886	\$128,008	\$131,209
Total	\$315,188	\$323,067	\$331,144	\$339,422	\$347,908	\$356,606	\$365,521	\$374,659	\$384,025	\$393,626
Funds Available for Capital Budget	\$734,438	\$398,931	\$346,347	\$333,635	\$185,244	\$195,246	\$198,716	\$41,732	\$25,377	\$41,738
Road and Streets (4)	\$220,000			\$150,000			\$150,000			\$100,000
Drainage (5)	\$50,000	\$25,000	\$15,000		\$15,000		\$15,000		\$15,000	
Parks (6)	\$40,000	\$20,000					\$20,000			
Police Vehicles (9)		\$21,000		\$22,000		\$23,000		\$24,000		\$25,000
Public Works (10)	\$25,000		\$20,000					\$22,000		
Total Annual Expenditures	\$335,000	\$66,000	\$35,000	\$172,000	\$15,000	\$23,000	\$185,000	\$46,000	\$15,000	\$125,000
Ending Balance	\$1,067,158	\$1,026,158	\$1,031,158	\$909,158	\$946,658	\$978,783	\$851,664	\$866,440	\$915,254	\$857,258

- (1) Grow to \$40,000 for FY 2006 for contribution from general operating to capital; increases at 5% per year
- (2) One quarter of budgeted operating expenditures for each fund in FY 2003, increasing at 5% per year thereafter
- (3) Amount in FY 2003 set conservatively, increasing at 2.5% per year thereafter.
- (4) Assumes 50% of Shadylawn, Fairfield, Seagrove, Brookside, Westview in FY 2004
- (5) Ditch digging at \$3.00 per linear foot in FY 2004
- (6) Remainder of committed Circle Park improvements in FY 2004 and improvements at new park (local match to grants) in FY 2005
- (8) Beginning balance as of July 31, 2003 less \$150,000 estimated expenditures over revenues Aug and Sep)
- (9) Assumes a new patrol car every other year, resulting in a six year life for each of 3 vehicles
- (10) Purchase new backhoe in FY 2004; assumes a new truck every fifth year, resulting in a ten year life for each of 2 vehicles