



ANNUAL BUDGET

FOR THE FISCAL YEAR
OCTOBER 01, 2021 THRU SEPTEMBER 30, 2022

MAYOR

THE HONORABLE SANDY SKELTON

MAYOR PRO-TEM

JACOB FANGMAN

ALDERMEN

EULAINÉ MCINTOSH

TERRI FLOYD

JOHN LOCKHART

LARRY JEFFERS

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 \$39,000 which is a 2.1% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$273,696.

City Council Record Vote

The members of the governing body voted on the tax rate to support the 2021-2022 budget on September 9, 2021, the results were:

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

AGAINST: None

PRESENT: All

ABSENT: None

Tax Rate	Proposed 2021-2022	Adopted 2020-2021
Property Tax Rate	.61375	.5849
No-New-Revenue Tax Rate	.592646	.562444
No-New Maintenance & Operations (M&O) Rate	.592646	.562444
Voter-Approved Tax Rate	.613944	.585493
Debt Rate	0	0
De minimis Rate	0	1.516395
Unused Increment Rate	0	0

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



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 2021-2022 fiscal year. This budget has been prepared and is presented in accordance with the Texas Local Government Code.

Receipts of \$ 1,853,325 expenditures of \$1,828,48 are projected for the General Fund.

Receipts of \$907,300 and expenditures of \$880,903 are projected for the Enterprise Fund.

The proposed budget reflects a 3% COL increase for all employees.

Funds for the CDBG Grant 15% match in the amount of \$42,500 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 or broadband.

The property taxable value increased by over \$ 1,176,000 from 2020 due to an increase in value for single-family homes of \$1,902,810 and a decrease in commercial property of \$434,884.

The proposed property tax rate for FY 2021-2022 will be .61375 per \$100. Adopting .61375 represents a tax increase of \$39,000. The .61375 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, 2021.



David Dockery
Clarendon City Administrator

CITY of CLARENDON
ANNUAL BUDGET AND PROGRAM OF SERVICES FY 2021-2022

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STATEMENT OF CHANGES IN ACCOUNT BALANCES

Account	September 30, 2020	September 30, 2021
Pool Construction	\$2,468.46	\$12,024.58
Municipal Court LCCC	\$1,785.19	\$3,287.82
Community Development USDA Construction	\$34,553.02	\$0.00
Interest & Sinking	\$1,990.70	\$849.10
General Fund	\$700,891.12	\$446,838.53
Motel Bed Tax	\$76,109.01	\$88,409.68
Rolling Stock	\$28,221.94	\$1,778.14
USDA Debt Service	\$56,457.87	\$86,873.62
Airport Maintenance	\$0.00	\$8,960.57
Street Maintenance	\$54,084.01	\$299,560.47
American Rescue Plan Act	\$0.00	\$220,690.87

TexPool Investments	\$1,686,451.80	\$167.77
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Certificate of Deposit:

#7012	General Fund	\$0.00	\$1,164,742.22	1 year
#7013	USDA Debt Service	\$0.00	\$202,114.80	6 month
#7014	Capital Improvement	\$0.00	\$392,783.48	6 month
#7015	Maintenance	\$0.00	\$195,302.58	30 day

City of Clarendon

Budgeted Employees

October 1, 2021

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)	Miranda Zanardi
(1) Code Compliance Officer	Grett Betts
(1) Public Works Director	John Molder
(1) Librarian	Jerri Shields
(2) Water Employees	Daniels Griffin
	To be filled
(1) Wastewater Employees	Stanley (Jeff) McKee
(2) Street Maintenance Employee	Jacob Lindsay
	Billy Curry
(1) Park/Pool	Albert Araujo
(4) Library Employee (part-time)	Anne Purvis
	Glenda Day
	Carlene Hollar
	Mary Lynn
(2) Recycling Employee (part-time)	Quinton Ford
	Kyle Williams

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

1	WORKSHEET					
2		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
4	GENERAL FUND					
5						
6	REVENUE	1,790,719	1,452,158	1,774,610	4,480,317	1,863,325
7						
8	EXPENDITURES					
9	RECYCLING/SANITATION	0	0	396,040	393,498	371,630
10	MAYOR & CITY COUNCIL	7,181	4,878	9,900	9,002	10,250
11	ADMINISTRATION	92,095	97,813	102,484	94,726	106,665
12	FINANCE & ACCOUNTING	141,921	141,774	158,905	142,929	161,120
13	CITY HALL	259,904	141,447	113,820	90,179	112,795
14	MUNICIPAL COURT	23,497	24,772	30,260	27,881	29,665
15	TAX OFFICE	19,738	16,335	20,500	16,402	17,750
16	LAW ENFORCEMENT	155,797	159,248	162,461	162,446	166,020
17	FIRE DEPARTMENT	20,414	20,512	26,243	30,142	26,670
18	CODE COMPLIANCE	59,572	45,849	73,655	40,156	57,865
19	STREETS	144,811	98,241	205,345	165,641	201,622
20	PARKS	25,007	3,363	10,330	7,158	54,410
21	AIRPORT	35,603	3,340	4,750	2,926	4,975
22	LIBRARY	86,789	72,731	84,180	72,589	87,555
23	DEBT SERVICE/TRANSFERS	593,038	493,861	192,436	2,930,090	361,475
24	POOL	0	308	102,800	129,058	66,840
25	TOTAL EXPENDITURES	1,665,367	1,324,472	1,694,109	4,314,823	1,837,307
26						
27						
28	FUND BALANCE	125,352	127,686	80,501	165,494	26,018
29						
30		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
31		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
32	ENTERPRISE FUND					
33						
34	REVENUE	1,243,194	1,337,829	871,720	902,723	916,300
35						
36	EXPENDITURES					
37						
38	WASTEWATER DEPARTMENT	108,358	121,626	188,739	123,313	168,941
39	WATER DEPARTMENT	381,557	395,111	487,267	379,062	512,728
40	SANITATION DEPARTMENT	311,691	362,270	0	0	0
41	TRANSFERS	262,667	259,313	142,200	144,950	211,000
42	TOTAL EXPENDITURES	1,064,273	1,138,320	818,206	647,325	892,669
43						
44	FUND BALANCE	178,922	199,509	53,514	255,398	23,631
45						
46	BALANCE (DEFICIT)	304,274	327,195	134,015	420,892	49,649
47						
48						
49						
50						
51						

GENERAL FUND

1	GENERAL FUND					
2	REVENUE	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
4						
5	TAXES					
6	AD VALOREM TAXES--CURRENT	265,488	336,678	351,000	373,105	390,000
7	SALES TAX	429,777	432,031	405,000	477,791	445,000
8	FRANCHISE FEES-Cable	4,408	3,678	4,200	3,010	3,500
9	FRANCHISE FEES-Telephone	4,775	4,739	4,100	3,496	4,000
10	FRANCHISE FEES-Electric	53,515	55,170	56,000	53,025	56,000
11	FRANCHISE FEES-Gas	10,696	9,278	12,500	11,358	13,200
12	TOTAL	768,659	841,574	832,800	921,785	911,700
13						
14	LICENSES/PERMITS					
15	ANIMAL CONTROL FEES	1,985	1,570	1,000	375	1,000
16	ITINERANT MERCHANT PERMIT	400	200	150	125	100
17	CODE COMP. FEES	100	200	100	1,085	1,000
18	TOTAL	2,485	1,970	1,250	1,585	2,100
19						
20	INTRAGOV'T TRANSFER					
21	IMPROVEMENT FUND	88,437	95,923	0	0	0
22	TRANSFER FROM UTILITY FUND-MGMT FEE	65,500	55,000	35,000	35,000	101,000
23	DONLEY COUNTY--LIBRARY MAINT	30,000	30,000	30,000	28,417	30,000
24	TRANSFER FROM GF CHECKING	415,301	0	0	0	0
25	TRANSFER FROM GF CHECKING TO CD	0	0	0	700,000	0
26	TRANSFER FROM RESERVE FUNDS CD	100	0	0	119,077	40,000
27	TRANSFER FROM TEXPOOL	32,765	331,850	0	1,566,020	0
28	TRANSFER TO TEXPOOL	0	0	0	31,165	0
29	TRANSFER FROM TAX NOTE & BOND CD	217,729	0	0	0	0
30	TOTAL INTERGOV'T	849,832	512,773	65,000	2,479,679	171,000
31						
32	MUNICIPAL COURT					
33	MUNICIPAL COURT FINES	11,499	16,626	8,500	26,371	15,000
34	TOTAL COURT	11,499	16,626	8,500	26,371	15,000
35						
36	MISCELLANEOUS					
37	PROPERTY SALES	2,043	1,321	1,200	0	1,000
38	INTEREST EARNED	70,709	30,356	26,000	4,464	2,300
39	AIRPORT HANGAR RENT	6,179	6,305	7,000	6,346	7,000
40	REIMBURSEMENTS/AIRPORT RAMP GRANT	20,589	0	50,000	9,762	50,000
41	SALE OF SURPLUS ITEMS	13,135	0	325,000	327,225	2,000
42	TOWER RENTAL	11,312	11,397	8,000	14,170	26,500
43	ALCOHOL SALES PERMITS	175	1,385	500	175	350
44	FAX/COPY REVENUE	41	9	30	6	25
45	LIBRARY INCOME	21,001	4,093	7,500	6,939	7,700
46	MOWING FEE	240	0	300	0	500
47	TEXAS REVENUE RECOVERY ASSO.	207	287	30	222	150
48	MISC INCOME	3,659	3,549	2,500	0	1,000
49	POOL INCOME	0	0	48,000	19,231	45,000
50	TX PARKS & WILDLIFE - POOL	0	0	0	25,000	0
51	SANITATION/RECYCLING	0	370	385,000	410,704	420,000
52	TMLIRP HOTEL DEMO	8,954	0	0	0	0
53	PROPERTY LEASE/ SANITATION	0	0	6,000	6,000	6,000
54	AMERICAN RESCUE AND RECOVERY FUND	0	20,284	0	220,653	194,000
55	TOTAL	158,244	79,356	867,060	1,050,897	763,525
56	TOTAL GENERAL FUND	1,790,719	1,452,299	1,774,610	4,480,317	1,863,325

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; \$759.64 pp monthly, employee pays \$29.64, 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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9						
10	SALARIES	26,040	23,184	52,055	41,240	56,120
11	PAYROLL TAXES	2,707	1,780	4,035	3,183	4,265
12	HEALTH & LIFE INSURANCE	7,591	5,734	17,000	10,375	17,520
13	TMRS RETIREMENT	559	467	1,005	823	1,100
14	PART-TIME SALARIES	9,585	587	0	0	0
15	OVERTIME	1,026	211	2,000	1,249	2,200
16						
17						
18						
19						
20	TOTAL	47,508	31,963	76,095	56,870	81,205
21						
22						
23	MATERIAL AND SUPPLIES					
24						
25	GAS & OIL	11,560	6,633	13,250	10,374	13,850
26	TRAFFIC CONTROL DEVICES	0	601	800	1,102	800
27	UNIFORMS/APPAREL	291	274	1,000	628	1,100
28	SMALL TOOLS	526	209	800	724	800
29	CHEMICALS/MOSQUITO SPRAY	1,040	58	2,200	2,376	2,250
30	SAFETY EQUIPMENT	1,877	682	1,000	538	1,200
31	PAVING MATERIALS/ASPHALT	16,838	2,962	18,000	19,032	18,000
32	ROAD BASE/STABILIZATION	8,211	35	6,000	5,580	5,000
33	CONSUMABLES	507	414	450	148	450
34						
35						
36	TOTAL	40,850	11,868	43,500	40,502	43,450
37						
38	MAINTENANCE					
39						
40	EQUIPMENT	208	300	2,000	862	2,500
41	VEHICLE MAINTENANCE	629	1,458	1,800	3,624	2,000
42	EQUIPMENT MAINTENANCE	4,573	4,717	7,500	10,729	7,400
43	STREET SIGNS	583	0	2,000	1,965	1,000
44	CURBING & DRAINAGE	131	2,419	2,500	937	2,000
45	TIRES	3,120	2,169	2,200	2,920	2,300
46	CHEMICAL REPORT FEE	0	36	150	0	150
47						
48	TOTAL	9,244	11,099	18,150	21,037	17,350
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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
51	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
52						
53	TRAVEL/TRAINING/OVERHEAD					
54						
55	STREET LIGHTS	46,556	43,041	47,250	47,021	47,500
56	TRAVEL/TRAINING	653	20	350	211	400
57						
58						
59	TOTAL	47,209	43,061	47,600	47,232	47,900
60						
61						
62	CAPITAL OUTLAY					
63						
64	ENGINEERING/ADA DESIGN	0	250	4,000	0	2,000
65	ROLLING STOCK 1/3 HYDROVAC	0	0	0	0	3,278
66	ROLLING STOCK JOHN DEERE TRA	0	0	0	0	3,939
67	HANDICAP RAMPS			16,000		2,500
68	TOTAL	0	250	20,000	0	11,717
69						
70						
71	TOTAL STREETS	144,811	98,241	205,345	165,641	201,622
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 @ \$759.64 pp/monthly, employee pays \$29.64, & life
14	retirement benefits--the City matches 1-1 on a 7% withholding
15	salary for the Office Assistant for 25 hrs a week
16	salary for Utility Clerk
17	overtime
18	
19	
20	
21	
22	
23	logo shirts
24	calculators, etc
25	storage containers for city records
26	
27	
28	
29	
30	registration for conferences/meetings; TexasMunicipal Clerks Association
31	travel expenses; hotel, mileage, meals, flights
32	dues to Texas Municipal Clerks Association, payroll alert, etc..
33	bond for Utility Clerk, Office Assist
34	pre-employment drug/alcohol testing, random required by TxDOT
35	annual audit
36	INCODE software maintenance expense
37	bills, envelopes, purchase orders, receipts
38	revenue recovery for texas cities that collect unpaid utilities for each other
39	Finance and Accounting portion of monthly computer maintenance
40	upgrades & new software
41	cash collection module - Incode
42	employment advertising
43	payments to unemployment commission

1	GENERAL FUND					
2						
3	FINANCE / ACCOUNTING	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	PERSONNEL SERVICES					
8						
9	SECRETARY SALARY	43,567	43,667	43,315	41,645	45,050
10	PHONE ALLOWANCE	360	360	360	360	360
11	AUTOMOBILE ALLOWANCE	880	960	960	960	960
12	PAYROLL TAXES	5,993	5,994	6,430	5,952	7,090
13	HEALTH & LIFE INSURANCE	13,108	15,341	17,000	14,676	17,520
14	RETIREMENT	1,682	1,617	1,335	1,555	1,550
15	PART TIME WAGES	10,154	9,960	14,500	10,980	16,380
16	UTILITY CLERK WAGES	25,677	26,283	25,655	26,158	32,260
17	OVERTIME	233	36	300	49	150
18	TOTAL	101,654	104,218	109,855	102,335	121,320
19						
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	155	200	250	242	0
24	MINOR APPARATUS/OFFICE EQ.	138	2	250	278	250
25	STORAGE CONTAINER	0	0	3,500	0	0
26	TOTAL	293	202	4,000	520	250
27						
28	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
29						
30	EDUCATION/TRAINING	496	595	800	883	300
31	MEETINGS/TRAVEL EXPENSE	1,680	1,285	1,500	1,230	500
32	DUES/SUBSCRIPTIONS	332	346	350	292	200
33	BONDS	50	50	60	50	70
34	MEDICAL/PHYSICAL/DRUG TESTING	910	370	1,700	3,042	2,000
35	AUDIT SERVICES	17,000	18,500	18,500	19,000	19,000
36	SERVICE CONTRACTS/INCODE	11,599	13,318	13,320	11,677	13,660
37	PRINTING EXPENSE	1,695	1,572	1,700	2,102	1,000
38	TEXAS REVENUE RECOVERY	195	225	400	225	700
39	COMPUTER MAINT. MONTHLY	1,380	1,093	1,520	1,157	1,520
40	COMPUTER SOFTWARE	0	0	500	108	0
41	INCODE CASH COLLECTION MODULE	4,637	0	4,700	0	0
42	EMPLOYMENT ADVERTISING	0	0	0	0	500
43	TX UNEMPLOYMENT COMMISSION	0	0	0	308	0
44	TOTAL	39,974	37,354	45,050	40,074	39,450
45						
46						
47	TOTAL FINANCE / ACCOUNTING	141,921	141,774	158,905	142,929	161,020

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	exit payment vacation/sick
12	retirement pay-out \$25 per year of employment
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	landfill fees - sept 2020
46	
47	
48	
49	

1	GENERAL FUND					
2						
3						
4	RECYCLING	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	PART TIME SALARIES	0	0	21,000	18,904	18,750
10	PAYROLL TAXES	0	0	1,630	3,641	1,435
11	VACATION/ SICK LEAVE PAYOUT	0	0	30,070	28,696	0
12	RETIREMENT PAYOUT	0	0	1,400	1,986	0
13						
14						
15						
16						
17						
18						
19	TOTAL	0	0	54,100	53,227	20,185
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS	0	0	420	449	425
24	GAS & OIL	0	0	500	1,559	500
25	SMALL TOOLS	0	0	300	363	300
26	SAFETY EQUIPMENT	0	0	200	89	250
27	EQUIPMENT RENTAL	0	0	0	126	0
28						
29						
30	TOTAL	0	0	1,420	2,586	1,475
31	CONTRACT SERVICES/ OVERHEAD					
32	GREENLIGHT GAS	0	0	1,200	1,860	1,275
33	UTILITIES (ELECTRIC)	0	0	1,200	877	1,275
34	CONTRACT COLLECTION/ DISPOSAL	0	0	329,000	322,215	339,500
35	TIRE RECYCLE PROGRAM	0	0	3,000	0	3,000
36	TELEPHONE	0	0	0	496	0
37	MONTHLY COMPUTER MAINTENANCE	0	0	1,520	1,157	1,520
38	TOTAL	0	0	335,920	326,605	346,570
39						
40	MAINTENANCE/EQUIPMENT					
41	EQUIPMENT MAINTENANCE	0	0	2,500	876	1,500
42	BUILDING MAINTENANCE	0	0	1,000	696	1,000
43	CONSUMABLES	0	0	500	264	500
44	TIRES	0	0	600	294	400
45	LANDFILL FEES	0	0	0	8,950	0
46	TOTAL	0	0	4,600	11,080	3,400
47						
48						
49	TOTAL RECYCLING	0	0	396,040	393,498	371,630

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	CONTRACTED SERVICES					
8						
9	APPRAISAL DISTRICT	19,738	16,335	20,500	16,402	17,750
10						
11	TOTAL	19,738	16,335	20,500	16,402	17,750
12						
13	TOTAL TAX OFFICE	19,738	16,335	20,500	16,402	17,750
14						

MAYOR & CITY COUNCIL

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

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

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

1	GENERAL FUND
2	
3	
4	MAYOR & CITY COUNCIL
5	
6	
7	
8	
9	3-ring binders; books, manuals; snacks
10	shirts for Council Members
11	
12	
13	
14	
15	
16	school for CouncilMember training; TML regional and annual conference
17	TML Quarterly Meeting
18	hotel/travel to TML Annual Conference and Council training
19	annual election expense-often shared with CISD and Hospital Dist.
20	local ads-- Christmas ad, 4th of July, Veterans day, etc....
21	TML and PRPC annual dues
22	bond for Mayor & Mayor Pro Tem
23	annual email domain fee
24	
25	
26	
27	cooperative efforts for community programs
28	tourism promo other than Chamber initiatives--like refrigerator magnets with City logo
29	
30	
31	
32	
33	
34	
35	
36	
37	

1	GENERAL FUND					
2						
3						
4	MAYOR & CITY COUNCIL	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	MATERIAL and SUPPLIES					
8						
9	SUPPLIES	196	36	200	278	200
10	APPAREL	34	106	300	0	300
11						
12	TOTAL	230	142	500	278	500
13						
14	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
15						
16	EDUCATION/TRAINING	0	0	500	0	600
17	TML QUARTERLY MEETING	0	0	1,000	0	1,100
18	MEETINGS/TRAVEL	419	477	700	117	700
19	ELECTION EXPENSE	2,544	36	2,500	3,260	2,600
20	ADVERTISING-LOCAL	978	1,058	1,200	3,181	1,250
21	DUES & SUBSCRIPTIONS	1,010	1,165	1,000	1,060	1,000
22	BONDS	0	0	0	0	0
23	INTERNET EMAIL DOMAIN	0	0	0	0	0
24	TOTAL	4,951	2,736	6,900	7,618	7,250
25						
26	PROJECTS					
27						
28	COMMUNITY PROGRAMS	2,000	2,000	2,000	1,000	2,000
29	ADVERTISING & PROMOTION	0	0	500	106	500
30						
31						
32	TOTAL	2,000	2,000	2,500	1,106	2,500
33						
34	TOTAL CITY COUNCIL	7,181	4,878	9,900	9,002	10,250

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	ELECTRICITY	1,494	1,568	2,100	1,690	2,000
8	LIGHTS	48	147	500	177	550
9	REPAIRS & MAINTENANCE	153	242	1,000	259	1200
10	HOUSEKEEPING	400	500	850	600	900
11	HOUSEKEEPING SUPPLIES	46	66	200	76	200
12	CONSUMABLES	75	0	100	124	125
13	CRACK SEALING	21387	0	0	0	0
14	SEALCOAT & STRIPING	12000	0	0	0	0
15	RAMP GRANT- RADIOS & LIGHTS	0	817	0	0	0
16						
17						
18	TOTAL AIRPORT	35,603	3,340	4,750	2,926	4,975

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	CONTRACTUAL SERVICES					
8						
9	LAW ENFORCEMENT CONTRACT	155,370	158,800	161,976	161,976	165,520
10	PANCOM 911 SYSTEM SUPPORT	427	448	485	470	500
11						
12	TOTAL	155,797	159,248	162,461	162,446	166,020
13						
14						
15	TOTAL LAW ENFORCEMENT	155,797	159,248	162,461	162,446	166,020

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 stanps, file folders, docket books; general office supplies
18	calculator; etc
19	filing cabinet, etc.
20	required by legislature- moved to m. court building security fund
21	
22	
23	
24	
25	
26	monthly computer mx- paid by reserve funds in municipal court tech fund
27	court software & maintenance
28	
29	
30	
31	
32	
33	City Attorney and Prosecutor expense; accumulated hourly
34	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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	PERSONNEL SERVICES					
9						
10	JUDGES SALARY	8,141	8,386	8,690	8,637	8,950
11	PAYROLL TAXES	649	642	675	661	700
12	COURT CLERK SALARY	377	0	0	0	0
13	COURT CLERK RETIREMENT	8	0	0	0	0
14	TOTAL	9,175	9,028	9,365	9,298	9,650
15						
16	MATERIAL AND SUPPLIES					
17						
18	OFFICE SUPPLIES	250	158	250	287	250
19	MINOR TOOLS AND APPARATUS	150	0	200	205	150
20	FURNITURE AND FIXTURES	102	0	200	0	50
21	SECURITY	0	0	200	0	0
22						
23	TOTAL	502	158	850	492	450
24						
25	MAINTENANCE OF EQUIPMENT					
26						
27	MONTHLY COMPUTER MAINTENAINCE	0	1,093	1,520	1,157	1,520
28	COMPUTER SOFTWARE & MAINT.	2,610	2,610	2,650	2,610	2,700
29						
30	TOTAL	2,610	3,703	4,170	3,767	4,220
31						
32	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
33						
34	CITY ATTORNEY	2,670	3,992	3,500	3,375	4,200
35	ASSISTANT CITY ATTORNEY	1,004	0	0	0	0
36	JUDGE -TRAVEL EXPENSE	473	0	350	0	200
37	JUDGE -TRAINING	350	40	500	100	300
38	CLERK - TRAINING	200	0	500	0	500
39	CLERK - TRAVEL	200	363	400	0	400
40	TELEPHONE & INTERNET	692	735	800	720	825
41	OMNIBASE FEES	66	72	125	36	150
42	POSTAGE	47	7	100	107	120
43	STATE COURT FEES	5,059	6,521	5,500	9,666	7,800
44	COURT & TRIAL EXPENSE	0	0	250	0	250
45	COLLECTION FEES (PERDUE-FIELDING)	424	127	500	295	500
46	DUES & SUBSCRIPTIONS	0	0	100	0	50
47	BOND	25	25	50	25	50
48	LOCAL CONSOLIDATION COST FEES	0	0	3,200	0	3,400
49	TOTAL	11,210	11,882	15,875	14,324	18,745
50						
51						
52						
53	TOTAL LEGAL AND COURT	23,497	24,771	30,260	27,881	33,065

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SALARIES--FIRE MARSHAL	2,035	2,096	2,175	2,159	2,245
10	PAYROLL TAXES	156	160	168	165	175
11						
12	TOTAL	2,191	2,256	2,343	2,324	2,420
13						
14	FUEL and OPERATIONS SUBSIDY					
15	GREENLIGHT GAS	0	0	1,500	1,088	1,600
16	FUEL and OPERATIONS SUBSIDY	18,000	18,000	18,000	18,000	18,000
17	ELECTRICITY	0	0	2,500	3,230	2,600
18	TOTAL	18,000	18,000	22,000	22,318	22,200
19						
20	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
21						
22	EMERGENCY SUPPORT	0	0	400	223	400
23	SIREN MAINTENANCE and REPAIRS	0	0	500	4,577	600
24	AUDIT	0	255	300	0	350
25	TRAVEL EXPENSE--SCHOOLS	223	0	300	300	300
26	TELEPHONE/SIREN LOOPS	0	0	0	0	0
27	EMC TRAVEL	0	0	200	200	200
28	EMC TRAINING	0	0	200	200	200
29	TOTAL	223	255	1,900	5,500	2,050
30						
31	TOTAL FIRE DEPT	20,414	20,511	26,243	30,142	26,670

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	life insurance, employee has health insurance provided by prior employer
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	cleaning 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/ animal 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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	SALARY	30,861	33,009	33,900	29,146	34,920
9	PAYROLL TAXES	2,437	2,611	2,625	2,265	2,665
10	HEALTH & LIFE INSURANCE	81	28	80	28	80
11	RETIREMENT	658	679	655	575	670
12	OVERTIME	312	413	500	0	600
13						
14						
15						
16						
17	TOTAL	34,349	36,740	37,760	32,014	38,935
18						
19	MATERIAL AND SUPPLIES					
20	CLEANING SUPPLIES	0	0	125	0	50
21	OFFICE SUPPLIES	76	144	150	7	100
22	GAS & OIL	2,301	1,620	2,250	1,903	2,000
23	UNIFORMS/APPAREL	242	280	325	235	345
24	MINOR APPARATUS/SM. TOOL	206	398	650	502	500
25	CHEMICALS	0	0	150	0	100
26	TRANQUILIZER GUN/AMMO	0	0	100	0	50
27	FOOD FOR ANIMALS	276	242	250	114	250
28	CONSUMABLES	3	40	125	10	140
29	SAFETY EQUIPMENT	345	0	225	3	250
30	PRINTING EXPENSE	75	196	225	120	250
31	MINOR SUPPLIES	0	0	150	0	150
32	ANIMAL ADOPTION SERVICE	500	500	500	390	0
33	TOTAL	4,024	3,420	5,225	3,284	4,185
34						
35	MAINTENANCE					
36						
37	MOTOR VEHICLE REPAIRS	636	38	750	150	800
38	EQUIPMENT REPAIRS	12	0	300	0	300
39						
40	TOTAL	648	38	1,050	150	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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
44	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
45						
46	JUNK CAR PROGRAM	0	0	4,500	0	0
47	ABATEMENT	9,397	3,100	12,000	0	3,500
48	DUES	50	35	200	0	200
49	MEETINGS/TRAVEL EXP	709	11	700	12	700
50	TRAINING	150	110	400	575	500
51	CELL PHONE	645	746	750	724	770
52	POSTAGE	1	0	125	100	130
53	PROF SERVICES/VETERINARY	14	118	425	177	500
54	ATTORNEY FEES	2,371	41	2,500	245	3,500
55	LIEN PROCESSING	0	0	0	378	0
56	ORDINANCE CODIFICATION	275	0	0	375	0
57	ELECTRICITY	63	58	100	65	125
58	CONTRACT MOWING	645	0	800	900	800
59	COMPUTER MAINT. MONTHLY	1,380	1,093	1,520	1,157	1,520
60	TOTAL	15,700	5,312	24,020	4,708	12,245
61						
62	CAPITAL EXPENSE					
63						
64	BUILDING IMPROVEMENTS	0	72	1,200	0	1,000
65	CAGES	351	267	400	0	400
66	TRUCK PYMT - ROLLING STOCK	4,500	0	0	0	0
67	MONOFILL CONSTRUCTION	0	0	4,000	0	0
68						
69	TOTAL CAPITAL EXPENSE	4,851	339	5,600	0	1,400
70						
71	TOTAL CODE COMPLIANCE	59,572	45,849	73,655	40,156	57,865

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	
46	
47	
48	
49	
50	
51	313 S. Sully - new City Hall
52	new computer equipment
53	
54	

1	GENERAL FUND					
2						
3	CITY HALL	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	EMPLOYEE APPRECIATION EVENTS	3,376	2,268	4,000	1,813	4,000
9						
10	TOTAL	3,376	2,268	4,000	1,813	4,000
11						
12	MATERIAL AND SUPPLIES					
13						
14	HOUSEKEEPING SUPPLIES	187	371	350	96	375
15	OFFICE SUPPLIES	2,861	2,360	3,300	3,329	3,000
16	SAFETY EQUIPMENT	28	166	150	1,718	150
17	SECURITY EQUIPMENT	0	0	300	0	350
18						
19	TOTAL	3,076	2,897	4,100	5,143	3,875
20						
21	MAINTENANCE OF EQUIPMENT					
22						
23						
24	BUILDING MAINTENANCE	2,460	38,690	12,500	4,697	5,000
25	EQUIPMENT MAINTENANCE	192	111	500	178	500
26						
27	TOTAL	2,652	38,801	13,000	4,875	5,500
28						
29	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
30						
31	POST OFFICE BOX RENT	92	94	120	120	120
32	POSTAGE	5,330	5,420	6,200	5,240	6,500
33	TMLIRP INSURANCE	64,761	67,556	65,000	60,144	69,750
34	BEREAVEMENT	136	0	300	243	400
35	ELECTRICITY	4,133	4,506	4,400	2,195	4,500
36	GREENLIGHT GAS	1,976	2,422	3,500	2,323	3,750
37	TELEPHONE	880	1,863	1,200	885	1,200
38	HOUSEKEEPING	1,800	1,650	3,600	1,800	3,900
39	COPIER LEASE	1,585	1,585	2,400	1,735	2,400
40	PEST CONTROL	375	375	600	260	650
41	CONSUMABLES	860	653	900	537	900
42	EQUIPMENT RENTALS	64	879	500	255	600
43	SERVICE MATS	364	456	500	488	550
44	BUISNESS PHONE SYSTEM	0	5,879	0	0	0
45						
46						
47	TOTAL	82,356	93,338	89,220	76,225	95,220
48						
49	PROJECTS / CAPITAL OUTLAY					
50						
51	BUILDING PURCHASE	165,301	0	0	0	0
52	COMPUTER EQUIPMENT	3,143	4,143	3,500	2,123	4,200
53						
54	TOTAL	168,444	4,143	3,500	2,123	4,200
55						
56	TOTAL CITY HALL	259,904	141,447	113,820	90,179	112,795

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	LIBRARIAN SALARY	30,345	32,525	32,300	31,022	33,270
9	PART TIME SALARIES	20,760	21,718	25,700	21,276	28,600
10	PAYROLL TAXES	3,837	4,072	4,470	3,945	5,000
11	HEALTH & LIFE INSURANCE	30	11	125	11	125
12	RETIREMENT	626	646	1,260	602	635
13						
14						
15						
16	TOTAL	55,598	58,972	63,855	56,856	67,630
17						
18	MATERIAL AND SUPPLIES					
19						
20	OFFICE SUPPLIES	1,735	1,586	1,500	1,370	1,000
21	MINOR APPARATUS/OFFICE MACHINES	419	0	350	807	400
22	HOUSEKEEPING SUPPLIES	0	44	300	139	350
23	BOOKS	2,781	2,342	3,300	2,854	3,300
24	CONSUMABLES	383	334	200	261	200
25						
26	TOTAL	5,318	4,306	5,650	5,431	5,250
27						
28	MAINTENANCE OF EQUIPMENT					
29						
30	COMPUTER MAINT. MONTHLY	1,380	1,093	1,520	1,157	1,520
31	BUILDING MAINTENANCE	15,988	53	2,200	200	2,100
32	COMPUTER HARDWARE/SOFTWARE	132	0	500	310	600
33						
34	TOTAL	17,500	1,146	4,220	1,667	4,220
35						
36	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
37						
38						
39	TRAVEL & TRAINING	64	237	750	336	500
40	DUES	142	30	200	210	200
41	ELECTRICITY	2,663	2,222	2,800	2,566	2,900
42	GREENLIGHT GAS	1,101	1,004	1,650	1,268	1,700
43	TELEPHONE & INTERNET	660	660	825	540	825
44	PEST CONTROL	375	375	500	290	500
45	HARRINGTON USER FEE	3,294	3,685	3,600	3,365	3,700
46	SAFETY EQUIPMENT	48	70	80	35	80
47	BOND	25	25	50	25	50
48						
49						
50	TOTAL	8,372	8,308	10,455	8,635	10,455
51						
52	TOTAL LIBRARY	86,788	72,732	84,180	72,589	87,555

ADMINISTRATION

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

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

1	GENERAL FUND
2	
3	ADMINISTRATION
4	
5	
6	
7	Salary for City Administrator
8	350.00 per month for vehicle use
9	payroll tax
10	life & health benefits; \$759.64 pp monthly, employee pays \$29.64
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	
36	
37	

1	GENERAL FUND					
2						
3	ADMINISTRATION	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	SALARIES/WAGES	70,208	75,846	75,959	73,381	84,000
8	AUTOMOBILE ALLOWANCE	4,200	4,200	4,200	3,850	0
9	PAYROLL TAXES	5,596	6,021	5,850	5,820	6,555
10	HEALTH & LIFE INSURANCE	7,580	7,707	8,500	7,340	8,760
11	TMRS RETIREMENT	1,536	1,591	1,455	1,499	1,900
12						
13						
14						
15	TOTAL	89,120	95,365	95,964	91,890	101,215
16						
17						
18	MATERIAL AND SUPPLIES					
19						
20	MINOR APPARATUS	0	43	150	0	100
21	CELL PHONE	743	746	720	613	750
22	COMPUTER MAINT. MONTHLY	1,380	1,093	1,520	1,157	1,520
23	VEHICLE MAINTENANCE	0	0	0	7	0
24						
25	TOTAL	2,123	1,882	2,390	1,777	2,370
26						
27						
28	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
29						
30	MEETINGS/TRAVEL EXPENSES	26	0	1,000	544	500
31	EDUCATION/TRAINING	536	451	1,000	20	500
32	DUES/SUBSCRIPTIONS	0	0	300	107	150
33	EXPENSE ACCOUNT	0	74	500	0	600
34	LEGAL NOTICES	290	315	1,250	199	1,250
35	BUDGET NOTICES	0	35	80	189	80
36	TOTAL	852	875	4,130	1,059	3,080
37						
38	TOTAL ADMINISTRATION	92,095	98,122	102,484	94,726	106,665

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; \$759.64 pp monthly, employee pays \$29.64

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 weedeater string, hand tools

25 1 vehicle, mowers, weedeaters

26 weedkiller

27 safety glasses

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

29

30

31

32

33

34

35 repairs to restrooms-toilets & lavatories, towel dispensers

36 repairs to mowers/weedeaters

37 hired services done in the park- tree trimming, etc..

38 mowed ditches to pool area

39

40

41

42

43 weedeater

44 bench

45 trash can

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

47 truck for full time employee

48

49

50

1	GENERAL FUND					
2						
3						
4	PARKS	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	4,536	556	5,020	2,980	5,175
10	PAYROLL TAXES	347	43	395	228	2,640
11	SALARY/ PARK MAINTENANCE	0	0	0	0	29,535
12	HEALTH / LIFE INSURANCE	0	0	0	0	8,760
13	TMRS RETIREMENT	0	0	0	0	565
14						
15						
16						
17						
18						
19	TOTAL	4,883	599	5,415	3,208	46,675
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS/APPAREL	0	0	315	0	340
24	SMALL TOOLS	0	52	750	185	750
25	FUEL AND OIL	139	24	350	611	370
26	CHEMICALS/HERBICIDE/PESTICIDE	39	17	250	0	300
27	SAFETY EQUIPMENT	0	0	125	0	150
28	CONSUMABLES	36	0	150	69	150
29						
30						
31	TOTAL	214	93	1,940	865	2,060
32						
33	MAINTENANCE					
34						
35	RESTROOMS MAINTENANCE	0	162	275	75	275
36	EQUIPMENT/PARTS	684	1,886	500	1,515	550
37	PROFESSIONAL SERVICES	0	0	800	0	500
38	CONTRACT MOWING	910	0	0	0	0
39	TOTAL	1,594	2,048	1,575	1,590	1,325
40						
41	CAPITAL OUTLAY					
42	ROLLING STOCK CHEVY PICKUP	0	0	0	0	4,000
43	WEEDEATER	0	0	0	0	350
44	BENCH	0	623	900	691	0
45	GARBAGE RECEPTICLE	0	0	500	804	0
46	PLAY GROUND AREA	0	0	0	0	0
47	PROPERTY PURCHASE	18,315	0	0	0	0
48	TOTAL	18,315	623	1,400	1,495	4,350
49						
50	TOTAL PARKS	25,006	3,363	10,330	7,158	54,410

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, two lead lifeguards, and nine 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	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	TEMPORARY/SUMMER HELP	0	0	31,000	30,251	36,000
10	PAYROLL TAXES	0	0	2,400	2,314	2,740
11	TRAINING LIFEGUARDS	0	0	2,400	600	1,200
12	TRAINING MAINTENANCE	0	0	1,200	967	600
13						
14						
15						
16						
17						
18						
19	TOTAL	0	0	37,000	34,132	40,540
20						
21	MATERIAL AND SUPPLIES					
22						
23	UNIFORMS	0	0	600	1,074	600
24	CONCESSIONS	0	0	5,200	2,802	3,000
25	CHEMICALS	0	0	5,600	9,359	6,000
26	ELECTRICITY	0	0	3,700	0	4,400
27	TELEPHONE	0	0	800	499	650
28	GREENLIGHT GAS	0	0	0	1,901	1,000
29	CONSUMABLES	0	0	0	121	750
30	OFFICE SUPPLIES	0	0	0	225	
31	CASH OVER/UNDER	0	0	0	200	0
32	TOTAL	0	0	15,900	16,181	16,400
33						
34	MAINTENANCE					
35						
36	RESTROOMS MAINTENANCE	0	0	600	334	500
37	EQUIPMENT/PARTS/SIGNAGE	0	0	4,300	5,892	2,000
38	CLEANING SUPPLIES	0	0	0	73	500
39						
40	TOTAL	0	0	4,900	6,299	3,000
41						
42	CAPITAL OUTLAY					
43	VENDING MACHINES	0	0	6,000	3,600	0
44	LANDSCAPING/ SOD	0	0	2,000	796	0
45	POOL FURNITURE	0	0	2,000	2,416	1,000
46	PAVING PARKING LOT	0	0	35,000	58,095	0
47	SIDEWALK/ADA RAMP	0	0	0	7,539	0
48	DONOR RECOGNITION	0	0	0	0	2,500
49	TOTAL	0	0	45,000	72,446	3,500
50						
51						
52	TOTAL POOL	0	0	102,800	129,058	63,440

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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	TRANSFERS					
9	TRANS TO ROLLING STOCK	0	0	40,000	40,000	0
10	TRANS TO EDC	107,444	108,007	101,250	123,620	111,250
11	TRANS TO MUNICIPAL COURT LCF	0	0	561	1,503	600
12	TRANS TO AIRPORT MX FUND	17,765	0	0	8,946	0
13	TRANS TO STREET MX FUND	0	54,004	50,625	55,551	55,625
14	TRANS TO CAPITAL IMPROVEMENT	0	331,850	0	0	194,000
15	TRANS TO AMER RELIEF ACT FUND	0	0	0	220,653	0
16	TRANS TO TEXPOOL	0	0	0	31,165	0
17	TRANS TO CD	0	0	0	2,266,020	0
18	TRANS TO POOL CONSTRUCTION	0	0	0	182,632	0
19	TOTAL TRANSFERS	125,209	493,861	192,436	2,930,090	361,475
20						
21	TOTAL DEBT SERVICE					
22	and TRANSFERS	593,038	493,861	192,436	2,930,090	361,475

ENTERPRISE FUND

1	ENTERPRISE FUND					
2						
3						
4	REVENUE					
5		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	WATER REVENUE	540,431	593,216	551,000	574,758	584,000
9	WATER TAP/CONNECTION FEES	1,600	1,600	1,800	0	1,800
10	SEWER TAP/CONNECTION FEES	2,000	0	800	400	1,000
11	SOLID WASTE DISPOSAL	357,825	376,514	0	0	0
12	TRANSFER STATION/GATE FEES	9,140	7,059	0	0	0
13	RECYCLING	10,696	6,545	9,000	0	0
14	LATE PAYMENT PENALTIES	12,374	11,148	12,000	14,474	14,250
15	BULK WATER	1,125	2,243	900	3,029	3,200
16	MISC	0	795	1,000	0	500
17	RETURNED CHECK FEES	280	397	250	446	550
18	RECONNECT FEES	4,415	5,322	4,400	6,622	6,200
19	TIRE RECYCLING PROJECT	494	233	200	0	0
20	WASTEWATER DUMPING FEE	315	300	250	525	525
21	40 YARD DUMPSTER & FEES	5,305	11,208	0	0	0
22	SEWER REVENUE	228,434	242,305	235,800	238,208	244,100
23	LIMBS AND YARWASTE	55	10	200	0	0
24	RAW WATER SALES	68,705	78,934	54,000	64,261	60,000
25	WATER METER TEST FEE	0	0	120	0	175
26	TOTAL	1,243,194	1,337,829	871,720	902,723	916,300
27						
28						
29	TOTAL ENTERPRISE FUND REVENUE	1,243,194	1,337,829	871,720	902,723	916,300

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; \$759.64 pp monthly, employee pays \$29.64, 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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	35,908	38,454	38,125	37,059	39,270
10	SALARIES	55,569	59,419	61,800	54,613	69,600
11	PAYROLL TAXES	7,010	7,530	7,955	6,960	8,500
12	HEALTH & LIFE INSURANCE	15,563	15,895	21,750	11,528	23,580
13	TMRS RETIREMENT	1,942	1,990	2,210	1,808	2,200
14	OVERTIME	2,562	2,225	2,700	1,573	3,200
15						
16	TOTAL	118,554	125,513	134,540	113,541	146,350
17						
18	MATERIALS/SUPPLIES-WATER					
19						
20	GAS & OIL	3,252	2,567	3,300	2,952	3,700
21	SMALL TOOLS	851	445	500	507	600
22	SAFETY EQUIPMENT	500	568	2,450	505	2,500
23	CONSUMABLES	218	221	300	131	350
24	UNIFORMS	703	756	1,100	837	1,340
25	CASH OVER/UNDER	333	0	0	4	0
26	TOTAL	5,857	4,557	7,650	4,936	8,490
27						
28	MAINTENANCE of EQUIPMENT					
29						
30	MOTOR VEHICLE MAINTENANCE	563	1,398	1,500	613	2,000
31	MAJOR TOOL MAINTENANCE	380	365	1,500	360	2,000
32	EQUIPMENT MAINTENANCE	144	109	3,500	809	3,500
33	BUILDING MAINTENANCE	48	80	700	211	850
34	TIRES	561	144	2,000	1,770	2,200
35						
36	TOTAL	1,696	2,096	9,200	3,763	10,550
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	piping 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 - 2nd of 3 payments to rolling stock
77	electrical work to operate plasma cutter
78	
79	

41						
42	WATER OPERATIONS AND MAINTENANCE					
43	continued	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
44		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
45						
46						
47	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
48	AUTO-READ METER SUPPORT	0	0	2,500	4,875	2,700
49	WATER PURCHASED	203,104	219,908	280,000	213,111	291,000
50	EQUIPMENT RENTALS	4,069	0	1,500	147	1,500
51	ELECTRICITY	598	555	1,600	614	1,800
52	ENGINEERING/PROFESSIONAL SERVICES	0	400	2,000	585	2,000
53	TCEQ INSPECTIONS/FEES	2,303	2,303	3,000	2,303	3,100
54	TANK INSPECTIONS	583	725	700	0	750
55	WATER SAMPLING	2,479	2,300	3,000	2,908	3,300
56	DUES/LICENSES/CERTIFICATIONS	609	3,060	750	336	1,800
57	MEETINGS/TRAVEL EXP	50	14	750	7	1,500
58	TRAINING/SCHOOLS	800	665	750	1,225	2,400
59	CELL/TELEPHONE/INTERNET	641	716	700	1,043	750
60	GREENLIGHT GAS	1,334	1,074	1,600	1,334	1,700
61	COMPUTER MAINT. MONTHLY	690	546	760	579	760
62	ENCODE BILLING INTERFACE	2,001	0	2,700	0	0
63	TOTAL	219,261	232,266	302,310	224,192	315,060
64						
65	SHORT LIVED ASSETS					
66						
67	PIPE & FITTINGS	17,353	19,242	20,000	17,604	20,000
68	HYDRANTS & VALVES	890	0	3,700	0	2,000
69	METERS & BOXES	12,279	5,615	4,200	4,486	4,500
70						
71	TOTAL	30,522	24,857	27,900	22,090	26,500
72						
73	CAPITAL OUTLAY					
74						
75	PLASMA CUTTER	0	0	0	0	0
76	ROLLING STOCK - 2012 F250 FORD	5,667	5,667	5,667	5,667	0
77	PLASMA CUTTER - ELECTRICAL WORK	0	0	0	0	0
78	TAPPING TOOL	0	0	0	0	2,500
79	ROLLING STOCK - 1/3 HYDROVAC	0	0	0	0	3,278
80						
81	TOTAL	5,667	5,667	5,667	5,667	5,778
82						
83						
84	TOTAL WATER OPS & MAINT	381,557	394,956	487,267	374,189	512,728
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 two (2.34) 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; \$759.64 pp monthly, employee pays \$29.64, 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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	17,686	18,939	19,060	18,253	19,635
10	SALARIES	47,164	51,366	50,676	49,964	26,100
11	PAYROLL TAXES	4,886	5,240	5,350	5,158	3,475
12	HEALTH & LIFE INSURANCE	16,038	16,346	20,250	15,680	10,200
13	TMRS RETIREMENT	1,368	1,412	1,550	1,361	870
14	OVERTIME	1,433	1,066	1,360	1,964	1,000
15						
16	TOTAL	88,575	94,369	98,246	92,380	61,280
17						
18	WASTEWATER/MATERIALS/SUPPLIES					
19						
20	PIPE & FITTINGS	4,545	2,545	6,500	1,590	6,500
21	GAS & OIL	3,011	2,453	3,050	2,885	3,100
22	PUMPS/LIFT STATIONS EQUIPMENT	0	1,785	2,500	0	3,500
23	SMALL TOOLS	441	130	400	949	400
24	CHEMICAL	837	1,202	1,800	882	1,875
25	SAFETY EQUIPMENT	183	129	2,250	693	2,000
26	CONSUMABLES	26	144	250	242	250
27	UNIFORMS	644	623	1,050	729	875
28						
29	TOTAL	9,687	9,011	17,800	7,970	18,500
30						
31	MAINTENANCE of EQUIPMENT					
32						
33	MOTOR VEHICLE MAINTENANCE	307	911	1,200	2,836	1,300
34	MAJOR TOOL MAINTENANCE	0	0	900	2,318	3,000
35	EQUIPMENT MAINTENANCE	2,548	2,116	4,200	3,052	4,500
36	BUILDING MAINTENANCE	0	10	500	2	500
37	LIFT STATION MAINTENANCE	259	1,735	4,200	673	2,000
38	MANHOLE MAINTENANCE	383	2,112	2,200	1,298	0
39	TIRES	35	386	1,000	22	1,200
40						
41	TOTAL	3,532	7,270	14,200	10,201	12,500
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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
46		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
47						
48	ELECTRICITY	1,057	874	1,200	1,062	1,200
49	ENGINEERING/PROF. SERVICES	0	0	2,000	1,015	2,500
50	TCEQ INSPECTIONS/FEES	1,250	1,250	1,500	1,250	1,550
51	WASTEWATER SAMPLING	681	1,996	1,500	916	1,800
52	DUES/LICENSES/CERTIFICATIONS	222	0	600	114	800
53	MEETINGS/TRAVEL EXP	0	0	750	0	1,200
54	TRAINING/SCHOOLS	545	0	800	1,125	1,200
55	CELL/ TELEPHONES/ INTERNET	785	784	850	1,035	850
56	GREENLIGHT GAS	1,334	1,038	1,700	1,334	1,790
57	MONTHLY COMPUTER MAINTENANCE	690	546	760	578	760
58						
59	TOTAL	6,564	6,488	11,660	8,429	13,650
60	SPECIAL PROJECTS					
61	CDBG MATCH	0	0	42,500	0	53,000
62	DISCHARGE TOTALIZER					2,400
63		0	0	42,500	0	55,400
64						
65	CAPITAL OUTLAY					
66						
67	ROLLING STOCK - 2013 1500 CHEVLOLET	0	4,333	4,333	4,333	4,333
71	ROLLING STOCK 1/3 HYDROVAC	0	0	0	0	3,278
72	TOTAL	0	4,333	4,333	4,333	7,611
73						
74						
75	TOTAL WASTEWATER OPS & MAINT	108,358	121,472	188,739	123,313	168,941
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	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	GENERAL OBLIGATIONS	0	0	0	0	0
8						
9						
10						
11						
12	TOTAL GENERAL OBLIGATIONS					
13						
14						
15	TRANSFERS					
16	WATER TANK REPAIR FUND	8,000	8,000	8,000	8,000	8,000
17	GENERAL FUND SUPPORT	65,500	55,000	35,000	35,000	101,000
18	IMPROVEMENT FUND	88,436	95,923	0	0	0
19	TRANSFER TO USDA DEBT	100,730	100,390	99,200	76,340	102,000
20	TRANS TO TEXPOOL	0	0	0	25,610	0
21	TOTAL TRANSFERS	262,666	259,313	142,200	144,950	211,000
22						
23						
24	TOTAL DEBT SERV / TRANSFER	262,666	259,313	142,200	144,950	211,000

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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	HOTEL OCCUPANCY TAX	93,537	74,788	70,500	109,970	82,500
9	INTEREST EARNED	680	323	410	156	150
10	CARRYOVER FUNDS	0	0	72,750	72,750	72,750
11	TOTAL	94,217	75,111	143,660	182,876	155,400
12						
13						
14	TOTAL HOTEL/MOTEL TAX FUND REVENUE	94,217	75,111	143,660	182,876	155,400
15						
16						
17						
18						
19	HOTEL/MOTEL TAX FUND					
20						
21						
22	EXPENSE					
23		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
24		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
25						
26	CERTIFICATE OF OBLIGATION	26,539	27,053	27,500	6,264	27,500
27	CEDC TOURISM	41,152	28,591	25,375	53,478	34,375
28	CHAMBER OF COMMERCE	22,884	18,697	17,625	26,993	20,625
29	CARRYOVER CAPITAL EXPENDITURE	0	0	0	0	0
30						
31						
32						
33	TOTAL	90,575	74,341	70,500	86,735	82,500
34						
35						
36	TOTAL HOTEL/MOTEL TAX FUND EXPENSE	90,575	74,341	70,500	86,735	82,500
37						
38	BALANCE	3,642	770	73,160	96,141	72,900

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	carryover from previous year
11	
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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8						
9	USDA RURAL DEVELOPMENT	2,145,000	749,283	357,200	446,281	242,712
10	CARRYOVER	2,918	86,456	0	0	0
11						
12	TOTAL	2,147,918	835,739	357,200	446,281	242,712
13						
14						
15	COMMUNITY DEVELOPMENT REVENUE	2,147,918	835,739	357,200	446,281	242,712
16						
17						
18						
19						
20	COMMUNITY DEVELOPMENT FUND					
21						
22						
23	EXPENSE					
24		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27						
28	USDA DEVELOPMENT/ CONSTRUCTION	1,852,349	651,366	180,000	285,009	202,212
29	USDA LEGAL/ BOND COUNSEL	3,500	0	0	0	0
30	USDA ENGINEERING	227,160	162,840	67,500	38,209	40,500
31	USDA CONTINGENCY	0	0	82,500	0	0
32	RESIDENT INSPECTOR	0	21,533	27,200	58,893	0
33	USDA SEWER PROJECT	0	0	0	42,623	0
34						
35						
36						
37	COMMUNITY DEVELOPMENT EXPENSE	2,083,009	835,739	357,200	424,734	242,712
38						
39						
40	BALANCE	64,909	0	0	21,547	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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7	TRUCK 2013 F250 - WASTEWATER	0	4,333	4,333	4,333	4,333
8	TRANSFER FROM GENERAL FUND	0	0	40,000	40,000	0
9	JOHN DEERE TRACTOR 2016 - STREET	10,000	7,442	0	0	3,939
10	TRUCK - CODE COMP - PAID	4,500	0	0	0	0
11	TRUCK - PARK	0	0	0	0	4,000
12	TRUCK 2012 F250 - WATER - PAID	5,667	5,667	5,667	5,667	0
13	HYDRO VAC	0	0	0	0	9,834
14	INTEREST	167	86	6	51	40
15	CARRYOVER	21,548	0	20,135	28,221	36,773
16						
17	TOTAL	41,882	17,528	70,141	78,272	58,919
18						
19						
20	TOTAL REVENUE	41,882	17,528	70,141	78,272	58,919
21						
22						
23						
24						
25	ROLLING STOCK FUND					
26						
27						
28	EXPENSE					
29		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
30		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
31						
32	JOHN DEERE TRACTOR 2016 - STREET	21,381	0	0	0	0
33	TRUCK 2013 F250- WASTEWATER	10,500	0	0	0	0
34	TRUCK - PARK \$11,995	0	0	0	11,995	0
35	HYDRO-VAC 2011 \$29,500	0	0	0	29,500	0
36	TOYOTA TUNDRA 2019 - ADMIN	0	0	0	35,000	0
37	TOTAL EXPENSE	31,881	0	0	76,495	0
38						
39	BALANCE	10,001	17,528	70,141	1,777	58,919

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/striping
34	security cameras
35	
36	
37	
38	

1	AIRPORT MAINTENANCE FUND					
2						
3						
4	REVENUE					
5		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	RAMP GRANT	16,509	0	50,000	8,946	50,000
9	DONATIONS	25,250	0	0	0	0
10	TRANSFER FROM GENERAL FUND	15,000	816	0	0	0
11	TRANS FROM AP FUND IN TEXPOOL	14,765	0	50,000	0	0
12	INTEREST	67	82	105	15	0
13	CARRYOVER	0	18,626	0	0	0
14						
15	TOTAL	71,591	19,524	100,105	8,961	50,000
16						
17						
18	TOTAL REVENUE	71,591	19,524	100,105	8,961	50,000
19						
20						
21						
22						
23						
24						
25						
26	EXPENSE					
27		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
28		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
29						
30						
31	PILOTS LOUNGE IMPROVEMENTS	0	0	100,000	0	50,000
32	RADIO & LIGHTS	2,965	337	0	0	0
33	SEALCOAT & STRIPING	49,999	0	0	0	0
34	SECURITY CAMERAS	0	19,187	0	0	0
35	TOTAL	52,964	19,524	100,000	0	50,000
36						
37						
38	TOTAL EXPENSE	52,964	19,524	100,000	0	50,000
39						
40	BALANCE	18,627	0	105	8,961	0

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	
26	
27	
28	
29	
30	
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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES					
9						
10	COMBINED REVENUES	0	785	849	1,503	1,200
11	TRANSFER FROM BUILDING SECURITY	0	887	0	0	0
12	TECHNOLOGY FUND	222	0	0	0	0
13	BUILDING SECURITY FUND	167	0	0	0	0
14	TRUANCY PREVENTION & DIVERSION	0	0	0	0	0
15	JURY FUND	0	0	0	0	0
16	COMBINED CARYOVER	1,211	0	1,785	0	3,785
17	TRANSFER FROM GENERAL FUND	850	0	0	0	0
18	TOTAL	2,283	1,672	2,634	1,503	4,985
19						
20						
21	MUNI COURT TECHNOLOGY FUND REVENUE	2,283	1,672	2,634	1,503	4,985
22						
23						
24						
25						
26	MUNI COURT LOCAL CONSOLIDATION					
27						
28						
29	EXPENSE					
30		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
31		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
32						
33						
34	TECH FUND - COMPUTER MAINT. & EQ	2,170	0	753	0	1,580
35	SECURITY FUND - EQUIP & SERVICES	482	0	922	0	950
36	TRUENCY PREV - JUVENILE CASE MGR	0	0	941	0	950
37	JURY FUND - REIMBURSE & SERVICES	0	0	18	0	100
38						
39						
40	TOTAL	2,652	0	2,634	0	3,580
41						
42						
43	MUNI COURT TECHNOLOGY FUND EXPENSE	2,170	0	2,634	0	3,580
44						
45	BALANCE	113	0	0	1,503	1,405

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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	REVENUES	0	0	97,680	76,340	102,000
9	TRANSFER FROM TXPOOL	102,000	73,000	258,648	44,600	0
10	INTEREST	622	376	470	163	160
11	TRANSFER FROM I&S	0	52,900	5,000	9,000	6,418
12						
13	TOTAL	102,622	126,276	361,798	130,103	108,578
14						
15						
16	USDA DEBT SERVICE REVENUE	102,622	126,276	361,798	130,103	108,578
17						
18						
19						
20						
21	USDA DEBT SERVICE FUND					
22						
23						
24	EXPENSE					
25		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28	USDA DEBT SERVICE	72,345	99,061	101,000	99,687	102,000
29						
30						
31						
32						
33						
34						
35						
36	USDA DEBT SERVICE EXPENSE	72,345	99,061	101,000	99,687	102,000
37						
38						
39	BALANCE	30,277	27,215	260,798	30,416	6,578

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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	PROPERTY TAX	173,342	11,642	5,000	7,858	6,418
9	CARRY OVER	26,950	43,149	0	9,001	0
10	TRANSFER FROM CD	134,411	0	0	0	0
11						
12	TOTAL	334,703	54,791	5,000	16,859	6,418
13						
14						
15	INTEREST AND SINKING FUND REVENUE	334,703	54,791	5,000	16,859	6,418
16						
17						
18						
19						
20	INTEREST & SINKING FUND					
21						
22						
23	EXPENSE					
24		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27	2012 BONDS & TAX NOTES	291,455	0	0	0	0
28	MOVE TO USDA DEBT FUND	0	52,900	5,000	9,000	6,418
29						
30	TOTAL	291,455	52,900	5,000	9,000	6,418
31						
32						
33	INTEREST AND SINKING FUND EXPENSE	291,455	52,900	5,000	9,000	6,418
34						
35	BALANCE	43,248	1,891	0	7,859	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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	SALES TAX REVENUE	0	54,004	52,000	65,827	55,625
9	INTEREST	0	80	72	163	140
10	CARRYOVER	0	0	51,200	51,200	42,072
11	TRANS FROM CAPITAL IMPROVEMENT CD	0	0	0	200,000	0
12	TOTAL	0	54,084	103,272	317,190	97,837
13						
14						
15	TOTAL REVENUE	0	54,084	103,272	317,190	97,837
16						
17						
18						
19						
20						
21						
22						
23	EXPENSE					
24		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
25		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
26						
27	ENGINEERING	0	0	10,000	13,140	52,950
28	CONTRACT SERVICES-STREET REPAIRS	0	0	51,200	294,665	10,000
29						
30	TOTAL	0	0	61,200	307,805	62,950
31						
32						
33	TOTAL EXPENSE	0	0	61,200	307,805	62,950
34						
35	BALANCE	0	54,084	42,072	9,385	34,887

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		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
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	0	0	300,000
10	AMERICAN RECOVERY ACT FUNDS	0	0	0	220,653	194,000
11	INTEREST	0	0	0	38	0
12	CARRYOVER	0	0	0	0	0
13	TOTAL REVENUE	0	0	0	220,691	494,000
14						
15						
16						
17						
18						
19						
20						
21	CAPITAL IMPROVEMENT FUND					
22						
23						
24	EXPENSE					
25		2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
26		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
27						
28						
29						
30	AMERICAN RECOVERY ACT PROJECTS	0	0	0	0	194,000
31	MOVE TO CAPITAL IMPROVEMENT FUND CD	0	0	0	0	0
32	CAPITAL PROJECTS	0	0	0	0	300,000
33	PROPERTY PURCHASE	0	0	0	0	0
34	ENGINEERING EXPENSE	0	0	0	0	75,000
35	TOTAL EXPENSE	0	0	0	0	375,000
36						
37						
38						
39						
40	BALANCE	0	0	0	220,691	119,000

ORDINANCE No. 500

**APPROVING AND ADOPTING A BUDGET FOR THE CITY OF CLARENDON
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING
SEPTEMBER 30, 2022, AND DECLARING AN EMERGENCY**

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

THAT, THIS COUNCIL FINDS: (A) The Mayor has, in accordance with the laws of the State of Texas, prepared and filed with the City Secretary of said City a budget covering the fiscal year beginning October 1, 2021, and ending September 30, 2022; (b) Public Notice that such hearings upon said budget would be held has been given as required by law; and (C) it is the opinion and judgment of this Council that said budget is in all things appropriate and correct.

THEREFORE, said budget is here and now and hereby in all things approved and adopted and it is provided that the effective date of this budget shall be effective as of October 1, 2021.

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

The fiscal year commences October 1, 2021, and fixing the rate and levy of taxes for the budget year 2021-2022 must be completed prior to September 30, 2021, and after approval and adoption of this budget it is for the immediate preservation of the public property and business; and provides for the daily operations of all municipal departments and lays a predicate for the appropriation of money to defray current and other expenses.

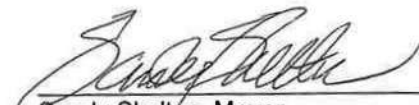
A motion was made by Alderman Fangman and seconded by Alderman Lockhart, and upon call for vote:

Alderman McIntosh	AYE
Alderman Jeffers	AYE
Alderman Lockhart	AYE
Alderman Floyd	AYE
Alderman Fangman	AYE

the above ordinance was approved this the 26th day of August 2021.

THE CITY OF CLARENDON, TEXAS

SEAL


Sandy Skelton, Mayor


Machiel Covey, City Secretary

ORDINANCE NO. 502

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARENDON, TEXAS, with authority provided by the laws of the State of Texas, that taxes for the purpose of providing monies for the general operation of the City of Clarendon and for the purpose of providing sufficient funds to pay interest and create a sinking fund on all outstanding debts are hereby levied for the year of 2021 to provide sufficient funds for the budget year 2021-2022.

For General Fund Requirements	0.61375	On all the \$100 assessed valuation of real estate and personal property in Clarendon.
For Debt Service to pay interest and principal on City of Clarendon General Obligation debts	0.0	On all the \$100 assessed valuation of real estate and personal property in Clarendon.

TOTAL TAX RATE FOR 2021 0.61375

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE AND THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.56%, BY WHICH THE TAX RATE EXCEEDS THE NO-NEW-REVENUE MAINTENANCE AND OPERATIONS RATE 0.592646% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$28.85.

The fact that the City of Clarendon Tax Rolls should be prepared immediately for the Payment of 2021 taxes constitutes an emergency, and any rule requiring that this ordinance be read and presented more than one time is hereby suspended and that this ordinance be approved, passed, and adopted as of this date and be in full force and effect immediately and it is so ordained.

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

Alderman McIntosh AYE

Alderman Jeffers AYE

Alderman Lockhart AYE

Alderman Floyd AYE

Alderman Fangman AYE

the above ordinance was approved, passed, and adopted this the 9th day of September 2021.

THE CITY OF CLARENDON

SEAL


Sandy Skelton, Mayor


Machiel Covey, City Secretary

2021 Tax Rate Calculation Worksheet

Date: 07/16/2021 01:40 PM

Taxing Units Other Than School Districts or Water Districts

City of Clarendon

Taxing Unit Name

Phone (area code and number)

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the No-New-Revenue tax rate and Voter-Approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School Districts without Chapter 313 Agreements* or or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet*.

This worksheet is provided to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate (No New Taxes)

The No-New-Revenue tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the No-New-Revenue tax rate should decrease.

The No-New-Revenue tax rate for a county is the sum of the No-New-Revenue tax rates calculated for each type of tax the county levies.

No-New-Revenue Tax Rate Activity	Amount/Rate
1. 2020 total taxable value. Enter the amount of 2020 taxable value on the 2020 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 17). ¹	\$64,353,673
2. 2020 tax ceilings. Counties, cities and junior college districts. Enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$11,255,773
3. Preliminary 2020 adjusted taxable value. Subtract Line 2 from Line 1.	\$53,097,900
4. 2020 total adopted tax rate.	\$0.584900/\$100
5. 2020 taxable value lost because court appeals of ARB decisions reduced 2020 appraised value.	
A. Original 2020 ARB values:	\$0
B. 2020 values resulting from final court decisions:	\$0
C. 2020 value loss. Subtract B from A. ³	\$0
6. 2020 taxable value subject to an appeal under Chapter 42, as of July 25.	
A. 2020 ARB certified value:	\$0

B. 2020 disputed value:	\$0
C. 2020 undisputed value. Subtract B from A.⁴	\$0
7. 2020 Chapter 42 related adjusted values Add Line 5C and Line 6C.	\$0
8. 2020 taxable value, adjusted for actual and potential court-ordered reductions. Add Line 3 and Line 7.	\$53,097,900
9. 2020 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2020. Enter the 2020 value of property in deannexed territory.⁵	\$0
10. 2020 taxable value lost because property first qualified for an exemption in 2021. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use 2020 market value: B. Partial exemptions. 2021 exemption amount or 2021 percentage exemption times 2020 value: C. Value loss. Add A and B.⁵	\$48,141 \$0 \$48,141
11. 2020 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2021. Use only properties that qualified in 2021 for the first time; do not use properties that qualified in 2020. A. 2020 market value: B. 2021 productivity or special appraised value: C. Value loss. Subtract B from A.⁷	\$0 \$0 \$0
12. Total adjustments for lost value. Add lines 9, 10C and 11C.	\$48,141
13. 2020 adjusted taxable value. Subtract Line 12 from Line 8.	\$53,049,759
14. Adjusted 2020 total levy. Multiply Line 4 by Line 13 and divide by \$100.	\$310,288
15. Taxes refunded for years preceding tax year 2020. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2020. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020.⁸	\$0
16. Taxes in tax increment financing (TIF) for tax year 2020. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2021 captured appraised value in Line 16D, enter 0.⁹	\$0
17. Adjusted 2020 levy with refunds and TIF adjustment. Add Lines 14 and 15, subtract Line 16.¹⁰	\$310,288
18. Total 2021 taxable value on the 2021 certified appraisal roll today. This value	

includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled. ¹¹	
A. Certified values:	\$65,024,895
B. Counties: Include railroad rolling stock values certified by the Comptroller's office:	\$0
C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	\$0
D. Tax increment financing: Deduct the 2021 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2021 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. ¹²	\$0
E. Total 2021 value. Add A and B, then subtract C and D.	\$65,024,895
19. Total value of properties under protest or not included on certified appraisal roll.¹³	
A. 2021 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴	\$0
B. 2021 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵	\$0
C. Total value under protest or not certified: Add A and B.	\$0
20. 2021 tax ceilings. Counties, cities and junior colleges enter 2021 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$12,394,855
21. 2021 total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$52,630,040
22. Total 2021 taxable value of properties in territory annexed after Jan. 1, 2020. Include both real and personal property. Enter the 2021 value of property in territory annexed. ¹⁸	\$0
23. Total 2021 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2020. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be	\$273,696

determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2020, and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2021. ¹⁹	
24. Total adjustments to the 2021 taxable value. Add Lines 22 and 23.	\$273,696
25. 2021 adjusted taxable value. Subtract Line 24 from Line 21.	\$52,356,344
26. 2021 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$0.592646/\$100
27. COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2021 county NNR tax rate. ²¹	

¹Tex. Tax Code Section 26.012(14)

²Tex. Tax Code Section 26.012(14)

³Tex. Tax Code Section 26.012(13)

⁴Tex. Tax Code Section 26.012(13)

⁵Tex. Tax Code Section 26.012(15)

⁶Tex. Tax Code Section 26.012(15)

⁷Tex. Tax Code Section 26.012(13)

⁸Tex. Tax Code Section 26.012(13)

⁹Tex. Tax Code Section 26.03(c)

¹⁰Tex. Tax Code Section 26.012(13)

¹¹Tex. Tax Code Section 26.012,26.04(c-2)

¹²Tex. Tax Code Section 26.03(c)

¹³Tex. Tax Code Section 26.01(c) and (d)

¹⁴Tex. Tax Code Section 26.01(c)

¹⁵Tex. Tax Code Section 26.01(d)

¹⁶Tex. Tax Code Section 26.012(6)(b)

¹⁷Tex. Tax Code Section 26.012(6)

¹⁸Tex. Tax Code Section 26.012(17)

¹⁹Tex. Tax Code Section 26.012(17)

²⁰Tex. Tax Code Section 26.04(c)

²¹Tex. Tax Code Section 26.04(d)

²²Reserved for expansion

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The Voter-Approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O):** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations
2. **Debt:** The debt tax rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The Voter-Approval tax rate for a county is the sum of the Voter-Approval tax rates calculated for each type of tax the county levies. In most cases the Voter-Approval tax rate exceeds the No-New-Revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Voter-Approval Tax Rate Worksheet	Amount/Rate
28. 2020 M&O tax rate. Enter the 2020 M&O tax rate.	\$0.584900/\$100
29. 2020 taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$53,097,900
30. Total 2020 M&O levy. Multiply Line 28 by Line 29 and divide by \$100.	\$310,569
<p>31. Adjusted 2020 levy for calculating NNR M&O rate.</p> <p>A. 2020 sales tax specifically to reduce property taxes. For cities, counties and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2020, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent: Amount of additional sales tax collected and spent on M&O expenses in 2020. Enter amount from full year's sales tax revenue spent for M&O in 2020 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.</p> <p>B. M&O taxes refunded for years preceding tax year 2020 Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020.</p> <p>C. 2020 taxes in TIF Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2021 captured appraised value in Line 18D, enter 0.</p> <p>D. 2020 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in E below. The taxing unit receiving the function will add this amount in E below. Other taxing units enter 0.</p> <p>E. 2020 M&O levy adjustments. Add A and B, then subtract C. For taxing unit with D, subtract if discontinuing function and add if receiving function.</p> <p>F. Add Line 30 to 31E.</p>	<p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$310,569</p>

32. Adjusted 2020 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$52,356,344
33. 2020 NNR maintenance and operations rate (unadjusted). Divide Line 31F by Line 32 and multiply by \$100.	\$0.593183/\$100
34. Rate adjustment for state criminal justice mandate.²³ A. 2021 State Criminal Justice Mandate: Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	\$0
B. 2020 State Criminal Justice Mandate: Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.	\$0
C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$0
D. Enter the rate calculated in C. If not applicable, enter 0.	\$0
35. Rate adjustment for indigent health care expenditures.²⁴ A. 2021 indigent health care expenditures: Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2020 and ending on June 30, 2020, less any state assistance received for the same purpose.	\$0
B. 2020 indigent health care expenditures: Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose.	\$0
C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$0
D. Enter the rate calculated in C. If not applicable, enter 0.	\$0
36. Rate adjustment for county indigent defense compensation.²⁵ A. 2021 indigent defense compensation expenditures: Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state grants received by the county for the same purpose.	\$0
B. 2020 indigent defense compensation expenditures: Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose.	\$0
C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$0
D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.	\$0

E. Enter the lessor of C and D. If not applicable, enter 0.	\$0
37. Rate adjustment for county hospital expenditures.²⁶ A. 2021 county hospital expenditures: Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2020 and ending on June 30, 2021.	\$0
B. 2020 county hospital expenditures: Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020.	\$0
C. Subtract B from A and divide by Line 32 and multiply by \$100.	\$0
D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100.	\$0
E. Enter the lessor of C and D. If not applicable, enter 0.	\$0
38. Adjusted 2021 NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E.	\$0.593183/\$100
39. 2021 voter-approval M&O rate. Enter the rates as calculated by the scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035. - or - Taxing unit affected by disaster declaration. If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08. ²⁷	\$0.613944/\$100
40. Total 2020 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount.	\$0
B. Subtract unencumbered fund amount used to reduce total debt.	\$0
C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none)	\$0
D. Subtract amount paid from other resources.	\$0

E. Adjusted debt. Subtract B, C, and D from A.	\$0
41. Certified 2020 excess debt collections. Enter the amount certified by the collector. ²⁸	\$0
42. Adjusted 2021 debt. Subtract Line 41 from Line 40E.	\$0
43. 2021 anticipated collection rate. A. Enter the 2021 anticipated collection rate certified by the collector: ²⁹ B. Enter the 2020 actual collection rate C. Enter the 2019 actual collection rate D. Enter the 2018 actual collection rate E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³⁰	0% 0% 0% 0%
44. 2021 debt adjusted for collections. Divide Line 42 by Line 43E	\$0
45. 2021 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$52,630,040
46. 2021 debt tax rate. Divide Line 44 by Line 45 and multiply by \$100.	\$0/\$100
47. 2021 voter-approval tax rate. Add Lines 39 and 46.	\$0.613944/\$100
48. COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2021 county voter-approval tax rate.	

²³Tex. Tax Code Section 26.044

²⁴Tex. Tax Code Section 26.0442

²⁵Tex. Tax Code Section 26.0442

²⁶Tex. Tax Code Section 26.0443

²⁷Tex. Tax Code Section 26.04(c-1)

²⁸Tex. Tax Code Section 26.012(10) and 26.04(b)

²⁹Tex. Tax Code Section 26.04(b)

³⁰Tex. Tax Code Section 26.04(b)

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years.³⁹ In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

For each tax year before 2020, the difference between the adopted tax rate and voter-approval rate is considered zero, therefore the unused increment rate for 2020 is zero.⁴⁰

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴¹

Unused Increment Rate Worksheet	Amount/Rate
61. 2020 unused increment rate. Subtract the 2020 actual tax rate and the 2018 unused increment rate from the 2020 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$0
62. 2019 unused increment rate. Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$0
63. 2018 unused increment rate. Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$0
64. 2021 unused increment rate. Add Lines 61, 62 and 63.	\$0/\$100
65. 2021 voter-approval tax rate, adjusted for unused increment rate. ²³ Add Line 64 to one of the following lines (as applicable): Line 47, Line 48 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with pollution control).	\$0.613944/\$100

³⁹Tex. Tax Code Section 26.013(a)

⁴⁰Tex. Tax Code Section 26.013(c)

⁴¹Tex. Tax Code Section 26.063(a)(1)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴²

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴³

De Minimis Rate Worksheet	Amount/Rate
66. Adjusted 2021 NNR M&O tax rate. Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$0.593183/\$100
67. 2021 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$52,630,040
68. Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 67 and multiply by \$100.	\$0.950027
69. 2021 debt rate. Enter the rate from Line 46 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$0/\$100
70. De minimis rate. ²³ Add Lines 66, 68 and 69.	\$0/\$100

⁴²Tex. Tax Code Section 26.012(8-a)

⁴³Tex. Tax Code Section 26.063(a)(1)

⁴⁴Tex. Tax Code Section 26.04(c)

SECTION 7: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-New-Revenue tax rate As applicable, enter the 2021 NNR tax rate from: Line 26, Line 27 (counties), or Line 54 (adjusted for sales tax). \$0.592646/\$100

Voter-Approval tax rate As applicable, enter the 2021 voter-approval tax rate from: Line 47, Line 48 (counties), Line 56 (adjusted for sales tax), Line 60 (adjusted for pollution control), or Line 65 (adjusted for unused increment). \$0.613944/\$100

De minimis rate If applicable, enter the de minimis rate from Line 70. \$0/\$100

SECTION 8: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have calculated the tax rates in accordance with requirements in Tax Code.⁴⁴

print here

Printed Name of Taxing Unit Representative

sign here

Paula Lowrie

Taxing Unit Representative

7-20-21

Date