Clarendon
TEXAS

PROPOSED ANNUAL BUDGET

FOR THE FISCAL YEAR
OCTOBER 01, 2023 THRU SEPTEMBER 30, 2024

MAYOR
THE HONORABLE JACOB FANGMAN

MAYOR PRO-TEM
LARRY JEFFERS

ALDERMEN
EULAINE MCINTOSH
TERRI FLOYD
JOHN LOCKHART
TOMMY HILL

CITY ADMINISTRATOR
DAVID DOCKERY

Texas Local Government Code Section 102.005(b) Notice

This budget will raise more revenue from property taxes than last year's budget by an amount of $12,785.00 which is a 3.56% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $200.00.

City Council Record Vote

The members of the governing body will vote on the tax rate to support the 2023-2024 budget on September 14, 2023.

FOR:

AGAINST:

PRESENT:

ABSENT:

Tax Rate	Adopted 2023-2024	Adopted 2022-2023
Property Tax Rate	.610083	.607285
No-New-Revenue Tax Rate	.587470	.586449
No-New Maintenance & Operations (M&O) Rate	.589453	.586749
Voter-Approved Tax Rate	.610083	.607285
Debt Rate	0	0
De minimis Rate	0	0
Unused Increment Rate	0	0

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

Clarendon
TEXAS

I, Jacob Fangman, Mayor of the City of Clarendon, do hereby certify that I delivered a copy of the 2023-2024 Proposed Operating Budget to the City Secretary's office on Monday, August 7, 2023.

Jacob Fangman, Mayor

ATTEST:

Machiel Covey, City Secretary

Clarendon
TEXAS

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 2023-2024 fiscal year. This budget has been prepared and is presented in accordance with the Texas Local Government Code.

Receipts of $ 1,837,465 expenditures of $1,796,660 are projected for the General Fund.

Receipts of $960,990 and expenditures of $945,340 are projected for the Enterprise Fund.

The proposed budget reflects a 4.5% COL increase for all employees.

Funds for the CDBG Grant 15% match in the amount of $63,000 for Downtown Revitialization.

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

The proposed property tax rate for FY 2023-2024 will be.610083 per $100. Adopting.610083 represents a tax increase of $12,785.00 The .610083 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 $140,000.00 which decreases the obligation by 15.1% and is a one-year contract through September 30,2024.

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 7th day of August, 2023.

David Dockery

David Dockery
Clarendon City Administrator

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

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STATEMENT OF CHANGES IN ACCOUNT BALANCES

Account	September 30, 2022	September 30, 2023
Municipal Court LCCC	$4,324.99	$
Community Development USDA Construction	$0.00	$0.00
Interest & Sinking	$213.91	$
General Fund	$643,081.08	$
Motel Bed Tax	$80,392.88	$
Rolling Stock	$23,914.78	$
USDA Debt Service	$92,796.11	$
Airport Maintenance	$6,138.61	$
Street Maintenance	$57,502.42	$
American Rescue Plan Act	$225.75	$
TexPool Investments	$2,608,882.25	$

City of Clarendon
Budgeted Employees
October 1, 2023

The City is budgeted for 38 positions, filled by 12 full-time employees, 8 part-time employees, 16 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)	to be filled
(1) Code Compliance Officer	to be filled
(1) Public Works Director	John Molder
(1) Librarian	Jerri Shields
(2) Water Employees	PJ Owens
	James Gaither
(1) Wastewater Employees	Stanley (Jeff) McKee
(2) Street Maintenance Employee	Jacob Lindsay
	Quition Allen
(1) Street Maintenance Employee (part-time)	James Watt
(1) Park/Pool	Albert Araujo
(4) Library Employee (part-time)	Anne Purvis
	Glenda Day
	Mary Kidd
	Teri Rummel
(2) Recycling Employee (part-time)	Eddie (Lynn) Floyd
	Brandon Jackson

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

WORKSHEET

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
GENERAL FUND					
REVENUE	4,480,317	3,989,395	2,034,288	0	1,837,465
EXPENDITURES					
RECYCLING/SANITATION	393498	350523	377,990	0	425,185
MAYOR & CITY COUNCIL	9,002	5,868	10,475	0	11,050
ADMINISTRATION	94,726	110,830	184,800	0	139,441
FINANCE & ACCOUNTING	142,929	158,925	173,490	0	187,996
CITY HALL	90,179	91,093	105,075	0	111,585
MUNICIPAL COURT	27,881	24,922	30,215	0	31,910
TAX OFFICE	16,402	16,698	18,250	0	19,500
LAW ENFORCEMENT	162,446	164,094	166,555	0	140,500
FIRE DEPARTMENT	30,142	25,807	26,965	0	27,628
CODE COMPLIANCE	40,156	48,450	70,780	0	74,081
STREETS	165,641	191,566	199,028	0	212,873
PARKS	7,158	56,384	58,530	0	66,201
AIRPORT	2,926	3,574	7,475	0	8,545
LIBRARY	72,589	79,532	89,680	0	94,790
DEBT SERVICE/TRANSFERS	2,930,090	2,582,485	399,278	0	181,575
POOL	129,058	61,989	63,850	0	63,800
TOTAL EXPENDITURES	4,314,823	3,972,740	1,982,436	0	1,796,660
FUND BALANCE	**165,494**	**16,655**	**51,852**	**0**	**40,805**

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
ENTERPRISE FUND					
REVENUE	902,723	1,033,120	916,125	0	960,990
EXPENDITURES					
WASTEWATER DEPARTMENT	123,313	99,617	168,958	0	183,874
WATER DEPARTMENT	379,062	385,320	483,748	0	515,616
TRANSFERS	144,950	209,300	205,000	0	245,850
TOTAL EXPENDITURES	647,325	694,237	857,706	0	945,340
FUND BALANCE	**255,398**	**338,883**	**58,419**	**0**	**15,650**
BALANCE (DEFICIT)	**420,892**	**355,538**	**110,271**	**0**	**56,455**

GENERAL FUND

1	GENERAL FUND					
2	**REVENUE**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
3		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
4						
5	**TAXES**					
6	AD VALOREM TAXES--CURRENT	373,105	380,394	384,000	0	390,000
7	SALES TAX	477,791	502,262	475,000	0	495,000
8	FRANCHISE FEES-Cable	3,010	2,291	2,625	0	2,555
9	FRANCHISE FEES-Telephone	3,496	6,240	3,400	0	5,100
10	FRANCHISE FEES-Electric	53,025	54,594	54,000	0	53,500
11	FRANCHISE FEES-Gas	11,358	12,566	13,600	0	16,310
12	TOTAL	921,785	958,347	932,625	0	962,465
13						
14	**LICENSES/PERMITS**					
15	ANIMAL CONTROL FEES	375	1,138	1,000	0	1,400
16	ITINERANT MERCHANT PERMIT	125	50	300	0	200
17	CODE COMP. FEES	1,085	167	500	0	500
18	TOTAL	1,585	1,355	1,800	0	2,100
19						
20	**INTRAGOVT TRANSFER**					
21	TRANSFER FROM MUNI COURT - HERRING	0	0	3,340	0	0
22	TRANSFER FROM UTILITY FUND-MGMT FEE	35,000	101,000	95,000	0	140,000
23	DONLEY COUNTY--LIBRARY MAINT	28,417	31,000	35,000	0	35,000
24	TRANSFER FROM GF CHECKING TO CD	700,000	0	0	0	0
25	TRANSFER FROM RESERVE FUNDS CD	119,077	0	0	0	0
26	TRANSFER FROM TEXPOOL	1,566,020	17,925	200,000	0	157,000
27	TRANSFER TO TEXPOOL	31,165	0	0	0	0
28	TRANSFER FROM CD	0	2,162,943	0	0	0
29	TRANSFER FROM POOL CONST	0	5,887		0	0
30	**TOTAL INTERGOVT**	2,479,679	2,318,755	333,340	0	332,000
31						
32	**MUNICIPAL COURT**					
33	MUNICIPAL COURT FINES	26,371	17,026	16,250	0	25,500
34	**TOTAL COURT**	26,371	17,026	16,250	0	25,500
35						
36	**MISCELLANEOUS**					
37	PROPERTY SALES	0	0	0	0	0
38	INTEREST EARNED	4,464	12,159	19,250	0	1,700
39	AIRPORT HANGAR RENT	6,346	6,290	7,000	0	7,000
40	REIMBURSEMENTS/AIRPORT RAMP GRANT	9,762	2,840	50,000	0	0
41	SALE OF SURPLUS ITEMS	327,225	0	0	0	0
42	TOWER RENTAL	14,170	2,856	5,000	0	12,200
43	ALCOHOL SALES PERMITS	175	1,210	550	0	1,150
44	FAX/COPY REVENUE	6	4	20	0	20
45	LIBRARY INCOME	6,939	3,958	7,200	0	7,340
46	MOWING FEE	0	0	300	0	300
47	COLLECTIONS	222	745	400	0	300
48	MISC INCOME	0	1,147	500	0	600
49	POOL INCOME	19,231	21,130	39,400	0	39,750
50	TX PARKS & WILDLIFE - POOL	25,000	0	0	0	0
51	SANITATION/RECYCLING	410,704	414,047	394,000	0	439,040
52	PROPERTY LEASE/ SANITATION	6,000	6,000	6,000	0	6,000
53	AMERICAN RESCUE AND RECOVERY FUND	220,653	221,526	220,653	0	0
54	TOTAL	1,050,897	693,912	750,273	0	515,400
55	**TOTAL GENERAL FUND**	**4,480,317**	**3,989,395**	**2,034,288**	**0**	**1,837,465**

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 and one (1) part-time employee. 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 and 1 part-time
11	payroll taxes
12	health benefits; $962.92 pp monthly,, plus life
13	city matches 1-1 on 7% withholding
14	summer help
15	overtime when cross-utilized in Water and Wastewater emergencies
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	gas & oil
26	orange cones and barricades
27	provided by uniform service
28	hammers; wrenches
29	we spray for mosquitoes every summer
30	yellow vests; safety glasses
31	pre-mix asphalt, primer, gravel; pot-hole patching materials
32	base material; stabilization
33	shop towels; gloves; barricade tape; marking paint
34	
35	
36	
37	
38	
39	
40	small equipment
41	repairs to 1 vehicle
42	repairs to roller, chip spreader, zipper, water truck, distributor
43	street signs, no parking, stop, yield
44	sidewalk repairs
45	tires
46	annual report of chemical usage
47	
48	
49	

1	GENERAL FUND					
2						
3						
4	**STREETS**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	**PERSONNEL SERVICES**					
8						
9						
10	SALARIES	41,240	54,116	58,500	0	61,000
11	PAYROLL TAXES	3,183	4,165	4,370	0	4,665
12	HEALTH & LIFE INSURANCE	10,375	14,349	19,760	0	25,115
13	TMRS RETIREMENT	823	1,043	1,270	0	1,265
14	PART-TIME SALARIES	0	0	0	0	0
15	OVERTIME	1,249	934	2,200	0	2,200
16						
17						
18						
19						
20	TOTAL	56,870	74,607	86,100	0	94,245
21						
22						
23	**MATERIAL AND SUPPLIES**					
24						
25	GAS & OIL	10,374	12,394	14,250	0	15,000
26	TRAFFIC CONTROL DEVICES	1,102	642	800	0	800
27	UNIFORMS/APPAREL	628	725	1,100	0	1,200
28	SMALL TOOLS	724	501	700	0	750
29	CHEMICALS/MOSQUITO SPRAY	2,376	2,225	2,500	0	2,500
30	SAFETY EQUIPMENT	538	153	1,200	0	1,250
31	PAVING MATERIALS/ASPHALT	19,032	18,128	18,000	0	8,000
32	ROAD BASE/STABILIZATION	5,580	0	5,000	0	3,000
33	CONSUMABLES	148	200	450	0	500
34						
35						
36	TOTAL	40,502	34,968	44,000	0	33,000
37						
38	**MAINTENANCE**					
39						
40	EQUIPMENT	862	0	2,000	0	2,500
41	VEHICLE MAINTENANCE	3,624	3,250	2,500	0	2,500
42	EQUIPMENT MAINTENANCE	10,729	9,116	7,500	0	4,000
43	STREET SIGNS	1,965	1,379	1,200	0	1,200
44	CURBING & DRAINAGE	937	678	2,000	0	2,500
45	TIRES	2,920	2,114	2,400	0	3,000
46	CHEMICAL REPORT FEE	0	0	150	0	150
47						
48	TOTAL	21,037	16,537	17,750	0	15,850
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	Payment to rolling stock front-end loader
64	large paving project funds from reserves
65	1/3 cost of hydrovac - 3 of 3 payments
66	handicap ramps
67	cip project
68	
69	
70	
71	

		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
50	**STREETS**					
51	continued	ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
52						
53	**TRAVEL/TRAINING/OVERHEAD**					
54						
55	**STREET LIGHTS**	47,021	39,210	45,500	0	43,000
56	**TRAVEL/TRAINING**	211	22	400	0	500
57						
58						
59	**TOTAL**	47,232	39,232	45,900	0	43,500
60						
61						
62	**CAPITAL OUTLAY**					
63	**ROLLING STOCK FRONTEND LOADER**	0	0	0	0	20,000
64	**ENGINEERING/ADA DESIGN**	0	1,080	2,000	0	3,000
65	**ROLLING STOCK 1/3 HYDROVAC**	0	3,278	3,278	0	3,278
66	**ROLLING STOCK JOHN DEERE TRACTO**	0	3,939	0	0	0
67	**7TH ST PROJECT - CIP**	0	17,925	0	0	0
68	**TOTAL**	0	26,222	5,278	0	26,278
69						
70						
71	**TOTAL STREETS**	**165,641**	**191,566**	**199,028**	**0**	**212,873**
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 @ $100 per month for local errands
12	payroll taxes
13	health benefits @ $962.92 pp/monthly, & life
14	retirement benefits--the City matches 1-1 on a 7% withholding
15	salary for the Office Assistant for 25 hrs a week
16	salary for Utility Clerk
17	overtime
18	
19	
20	
21	
22	
23	logo shirts
24	calculators, etc
25	
26	
27	
28	
29	
30	registration for conferences/meetings; TexasMunicipal Clerks Association
31	travel expenses; hotel, mileage, meals, flights
32	dues to Texas Municipal Clerks Association, payroll alert, etc..
33	bond for Utility Clerk, Office Assist
34	pre-employment drug/alcohol testing, random required by TxDOT
35	annual audit
36	INCODE software maintenance expense
37	bills, envelopes, purchase orders, receipts
38	revenue recovery for texas cities that collect unpaid utilities for each other
39	Finance and Accounting portion of monthly computer maintenance
40	upgrades & new software
41	employment advertising
42	payments to unemployment commissin

1	**GENERAL FUND**					
2						
3	**FINANCE / ACCOUNTING**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	**PERSONNEL SERVICES**					
8						
9	SECRETARY SALARY	41,645	46,710	46,850	0	48,960
10	PHONE ALLOWANCE	360	420	360	0	420
11	AUTOMOBILE ALLOWANCE	960	1,080	960	0	1,200
12	PAYROLL TAXES	5,952	6,907	7,125	0	7,450
13	HEALTH & LIFE INSURANCE	14,676	16,546	19,760	0	25,115
14	RETIREMENT	1,555	1,740	550	0	1,800
15	PART TIME WAGES	10,980	10,458	13,520	0	14,270
16	UTILITY CLERK WAGES	26,158	33,301	33,550	0	36,031
17	OVERTIME	49	0	50	0	100
18	**TOTAL**	102,335	117,162	122,725	0	135,346
19						
20						
21	**MATERIAL AND SUPPLIES**					
22						
23	UNIFORMS/APPAREL	242	0	300	0	300
24	MINOR APPARATUS/OFFICE EQ.	278	0	250	0	250
25						
26	**TOTAL**	520	0	550	0	550
27						
28	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
29						
30	EDUCATION/TRAINING	883	694	400	0	400
31	MEETINGS/TRAVEL EXPENSE	1,230	682	800	0	800
32	DUES/SUBSCRIPTIONS	292	261	225	0	250
33	BONDS	50	50	50	0	50
34	MEDICAL/PHYSICAL/DRUG TESTING	3,042	2,343	2,000	0	2,500
35	AUDIT SERVICES	19,000	19,600	20,300	0	21,250
36	SERVICE CONTRACTS/INCODE	11,677	14,655	22,470	0	22,500
37	PRINTING EXPENSE	2,102	1,093	1,200	0	1,500
38	COLLECTIONS	225	627	600	0	200
39	COMPUTER MAINT. MONTHLY	1,157	1,520	1,520	0	1,550
40	COMPUTER SOFTWARE	108	0	300	0	600
41	EMPLOYMENT ADVERTISING	0	238	350	0	500
42	TX UNEMPLOYMENT COMMISSION	308	0	0	0	0
43	**TOTAL**	40,074	41,763	50,215	0	52,100
44						
45						
46	**TOTAL FINANCE / ACCOUNTING**	**142,929**	**158,925**	**173,490**	**0**	**187,996**

RECYCLING/SANITATION

Sanitation service is provided by Waste Connection 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 and 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. Waste Connections 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 construction and demolition waste for a fee, and to drop off items for recycling or to deposit grass clippings and tree limbs at no charge.

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

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

1	**GENERAL FUND**					
2						
3						
4	**RECYCLING**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	**PERSONNEL SERVICES**					
8						
9	PART TIME SALARIES	18,904	17,795	22,300	0	23,300
10	PAYROLL TAXES	3,641	1,361	1,715	0	1,785
11	VACATION/ SICK LEAVE PAYOUT	28,696	0	0	0	0
12	RETIREMENT PAYOUT	1,986	0	0	0	0
13						
14						
15						
16						
17						
18						
19	**TOTAL**	53,227	19,156	24,015	0	25,085
20						
21	**MATERIAL AND SUPPLIES**					
22						
23	UNIFORMS	449	0	425	0	425
24	GAS & OIL	1,559	304	350	0	400
25	SMALL TOOLS	363	117	300	0	350
26	SAFETY EQUIPMENT	89	104	250	0	250
27	EQUIPMENT RENTAL	126	0	0	0	0
28	PRINTING EXPENSE					300
29						
30	**TOTAL**	2,586	525	1,325	0	1,725
31	**CONTRACT SERVICES/ OVERHEAD**					
32	GREENLIGHT GAS	1,860	1,505	1,500	0	1,700
33	UTILITIES (ELECTRIC)	877	554	1,000	0	1,200
34	CONTRACT COLLECTION/ DISPOSAL	322,215	323,523	341,250	0	386,625
35	TIRE RECYCLE PROGRAM	0	1,580	3,000	0	3,000
36	TELEPHONE	496	486	480	0	500
37	MONTHLY COMPUTER MAINTENANCE	1,157	1,477	1,520	0	1,550
38	**TOTAL**	326,605	329,125	348,750	0	394,575
39						
40	**MAINTENANCE/EQUIPMENT**					
41	EQUIPMENT MAINTENANCE	876	1,336	1,500	0	1,200
42	BUILDING MAINTENANCE	696	54	1,500	0	1,500
43	CONSUMABLES	264	293	500	0	700
44	TIRES	294	34	400	0	400
45	LANDFILL FEES	8,950	0	0	0	0
46	**TOTAL**	11,080	1,717	3,900	0	3,800
47						
48						
49	**TOTAL RECYCLING**	**393,498**	**350,523**	**377,990**	**0**	**425,185**

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.

GENERAL FUND

TAX OFFICE

City of Clarendon pays an annual support fee to the Donley Apprasial District for appraisal and collection services. This fee is paid quarterly.

1	**GENERAL FUND**					
2						
3						
4	**TAX OFFICE**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
5		**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
6						
7	**CONTRACTED SERVICES**					
8						
9	**APPRAISAL DISTRICT**	16,402	16,698	18,250	0	19,500
10						
11	**TOTAL**	16,402	16,698	18,250	0	19,500
12						
13	**TOTAL TAX OFFICE**	**16,402**	**16,698**	**18,250**	**0**	**19,500**
14						

MAYOR & CITY COUNCIL

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

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

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

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

1	**GENERAL FUND**					
2						
3						
4	**MAYOR & CITY COUNCIL**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
5		**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
6						
7	**MATERIAL and SUPPLIES**					
8						
9	**SUPPLIES**	278	151	225	0	200
10	**APPAREL**	0	0	350	0	350
11						
12	**TOTAL**	278	151	575	0	550
13						
14	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
15						
16	**EDUCATION/TRAINING**	0	0	600	0	600
17	**TML QUARTERLY MEETING**	0	0	1,200	0	1,500
18	**MEETINGS/TRAVEL**	117	300	600	0	700
19	**ELECTION EXPENSE**	3,260	2,764	2,700	0	2,800
20	**ADVERTISING-LOCAL**	3,181	307	1,300	0	1,200
21	**DUES & SUBSCRIPTIONS**	1,060	1,095	1,000	0	1,200
22						
23						
24	**TOTAL**	7,618	4,466	7,400	0	8,000
25						
26	**PROJECTS**					
27						
28	**COMMUNITY PROGRAMS**	1,000	1,000	2,000	0	2,000
29	**ADVERTISING & PROMOTION**	106	251	500	0	500
30						
31						
32	**TOTAL**	1,106	1,251	2,500	0	2,500
33						
34	**TOTAL CITY COUNCIL**	**9,002**	**5,868**	**10,475**	**0**	**11,050**

AIRPORT

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

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

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

1	**GENERAL FUND**					
2						
3						
4	**AIRPORT**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
5		**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
6						
7	**ELECTRICITY**	1,690	1,904	2,100	0	2,200
8	**LIGHTS**	177	0	550	0	600
9	**REPAIRS & MAINTENANCE**	259	1000	1,200	0	1000
10	**HOUSEKEEPING**	600	600	800	0	900
11	**HOUSEKEEPING SUPPLIES**	76	45	200	0	220
12	**CONSUMABLES**	124	25	125	0	125
13	**SEALCOAT & STRIPING**	0	0	2500	0	3500
14						
15						
16	**TOTAL AIRPORT**	**2,926**	**3,574**	**7,475**	**0**	**8,545**

LAW ENFORCEMENT

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

On October 01, 2023, the City and Donley County entered into a 1-year agreement which provided for a base rate of compensation.

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 expense Donley County
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**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
5		**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
6						
7	**CONTRACTUAL SERVICES**					
8						
9	**LAW ENFORCEMENT CONTRACT**	161,976	163,600	166,055	0	140,000
10	**PANCOM 911 SYSTEM SUPPORT**	470	494	500	0	500
11						
12	**TOTAL**	162,446	164,094	166,555	0	140,500
13						
14						
15	**TOTAL LAW ENFORCEMENT**	**162,446**	**164,094**	**166,555**	**0**	**140,500**

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 Richard Green.

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

1	**GENERAL FUND**
2	
3	
4	**MUNICIPAL COURT**
5	
6	
7	
8	
9	
10	$811.25/month salary for Municipal Judge
11	payroll taxes
12	
13	
14	
15	
16	
17	
18	paper, rubber stanps, file folders, docket books; general office supplies
19	calculator; etc
20	filing cabinet, etc.
21	
22	
23	
24	
25	
26	
27	monthly computer mx- paid by reserve funds in municipal court tech fund
28	court software & maintenance
29	
30	
31	
32	
33	
34	City Attorney and Prosecutor expense; accumulated hourly
35	travel expense to schools and meetings--Judge
36	schooling expense--Judge
37	schooling expense--Clerk
38	travel expense to schools and meetings--Clerk
39	telephone and internet
40	failure to apprear (FTA) program through DPS
41	postage for letters and notices; jury summons
42	pass-thru from fines
43	expense for jury trials;
44	Purdue-Fielding collects unpaid Municipal Court fines
45	organizational dues
46	bond for Municipal Judge
47	
48	
49	
50	
51	
52	
53	

1	**GENERAL FUND**					
2						
3						
4	**MUNICIPAL COURT**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7						
8	**PERSONNEL SERVICES**					
9						
10	JUDGES SALARY	8,637	9,391	9,310	0	9,735
11	PAYROLL TAXES	661	719	740	0	750
12						
13						
14	TOTAL	9,298	10,110	10,050	0	10,485
15						
16	**MATERIAL AND SUPPLIES**					
17						
18	OFFICE SUPPLIES	287	249	200	0	200
19	MINOR TOOLS AND APPARATUS	205	130	150	0	200
20	FURNITURE AND FIXTURES	0	0	100	0	150
21						
22						
23	TOTAL	492	379	450	0	550
24						
25	**MAINTENANCE OF EQUIPMENT**					
26						
27	MONTHLY COMPUTER MAINTENAINCE	1,157	1,520	1,520	0	1,550
28	COMPUTER SOFTWARE & MAINT.	2,610	2,753	2,850	0	2,900
29						
30	TOTAL	3,767	4,273	4,370	0	4,450
31						
32	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
33						
34	CITY ATTORNEY	3,375	180	4,500	0	4,000
35	JUDGE -TRAVEL EXPENSE	0	499	300	0	300
36	JUDGE -TRAINING	100	480	500	0	500
37	CLERK - TRAINING	0	280	300	0	300
38	CLERK - TRAVEL	0	495	500	0	500
39	TELEPHONE & INTERNET	720	720	850	0	850
40	OMNIBASE FEES	36	24	125	0	125
41	POSTAGE	107	120	120	0	150
42	STATE COURT FEES	9,666	7,197	7,500	0	9,100
43	COURT & TRIAL EXPENSE	0	0	250	0	300
44	COLLECTION FEES (PERDUE-FIELDING)	295	140	300	0	200
45	DUES & SUBSCRIPTIONS	0	0	50	0	50
46	BOND	25	25	50	0	50
47						
48	TOTAL	14,324	10,160	15,345	0	16,425
49						
50						
51						
52	**TOTAL LEGAL AND COURT**	**27,881**	**24,922**	**30,215**	**0**	**31,910**

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	EMC travel expense
27	EMC training expense
28	
29	
30	
31	

1	GENERAL FUND					
2						
3						
4	FIRE DEPARTMENT	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SALARIES--FIRE MARSHAL	2,159	2,224	2,335	0	2,440
10	PAYROLL TAXES	165	170	180	0	188
11						
12	TOTAL	2,324	2,394	2,515	0	2,628
13						
14	FUEL and OPERATIONS SUBSIDY					
15	GREENLIGHT GAS	1,088	2,283	1,850	0	2,300
16	FUEL and OPERATIONS SUBSIDY	18,000	18,000	18,000	0	18,000
17	ELECTRICITY	3,230	2,888	2,500	0	2,600
18	TOTAL	22,318	23,171	22,350	0	22,900
19						
20	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
21						
22	EMERGENCY SUPPORT	223	17	400	0	400
23	SIREN MAINTENANCE and REPAIRS	4,577	0	650	0	650
24	AUDIT	0	225	300	0	300
25	TRAVEL EXPENSE--SCHOOLS	300	0	350	0	350
26	EMC TRAVEL	200	0	200	0	200
27	EMC TRAINING	200	0	200	0	200
28	TOTAL	5,500	242	2,100	0	2,100
29						
30	TOTAL FIRE DEPT	30,142	25,807	26,965	0	27,628

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.

CODE COMPLIANCE

payroll for Code Compliance Officer
payroll taxes
Ciy pays $962.92 per month & life insurance,
city matches 1-1 on 7% withholding
overtime for occasional night calls about animal control

cleanning supplies
basic office supplies
fuel and oil for 1 vehicle
provided by uniform service
animal snare; traps
chemicals for euthanasia
drugs for tranquilizer gun
dog and cat food
cat litter; paper towels
gloves;locks
printing door hangers; violation books
food bowls, leashes, food storage containers, etc....

repairs to 1 vehicle
repairs to euthanasia equipment/ cages/catch poles repairs

1	GENERAL FUND					
2						
3	CODE COMPLIANCE	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	PERSONNEL SERVICES					
7						
8	SALARY	29,146	21,034	30,000	0	31,350
9	PAYROLL TAXES	2,265	1,641	2,230	0	2,400
10	HEALTH & LIFE INSURANCE	28	4,385	9,880	0	12,556
11	RETIREMENT	575	409	675	0	670
12	OVERTIME	0	459	750	0	1,000
13						
14						
15						
16						
17	TOTAL	32,014	27,928	43,535	0	47,976
18						
19	MATERIAL AND SUPPLIES					
20	CLEANING SUPPLIES	0	148	75	0	75
21	OFFICE SUPPLIES	7	85	125	0	125
22	GAS & OIL	1,903	2,717	2,600	0	2,750
23	UNIFORMS/APPAREL	235	234	340	0	580
24	MINOR APPARATUS/SM. TOOL	502	431	550	0	500
25	CHEMICALS	0	10	150	0	150
26	TRANQUILIZER GUN/AMMO	0	0	100	0	100
27	FOOD FOR ANIMALS	114	226	250	0	320
28	CONSUMABLES	10	0	160	0	160
29	SAFETY EQUIPMENT	3	0	250	0	200
30	PRINTING EXPENSE	120	309	320	0	350
31	MINOR SUPPLIES	0	74	125	0	120
32	ANIMAL ADOPTION SERVICE	390	0	0	0	0
33	TOTAL	3,284	4,234	5,045	0	5,430
34						
35	MAINTENANCE					
36						
37	MOTOR VEHICLE REPAIRS	150	1,387	800	0	800
38	EQUIPMENT REPAIRS	0	17	300	0	250
39						
40	TOTAL	150	1,404	1,100	0	1,050
41						

41	
42	**CODE COMPLIANCE**
43	continued
44	
45	
46	
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	funds to construct monofill
67	
68	
69	
70	

42						
43	**CODE COMPLIANCE**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
44	continued	**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
45						
46						
47	**ABATEMENT DEMO**	0	0	5,500	0	5,000
48	**DUES**	0	0	300	0	350
49	**MEETINGS/TRAVEL EXP**	12	295	700	0	500
50	**TRAINING**	575	103	700	0	800
51	**CELL PHONE**	724	838	780	0	750
52	**POSTAGE**	100	130	125	0	100
53	**PROF SERVICES/VETERINARY**	177	240	350	0	400
54	**ATTORNEY FEES**	245	10,409	6,000	0	5,000
55	**LIEN PROCESSING**	378	52	350	0	500
56	**ORDINANCE CODIFICATION**	375	0	700	0	500
57	**ELECTRICITY**	65	51	125	0	125
58	**CONTRACT MOWING**	900	800	1,000	0	1,200
59	**COMPUTER MAINT. MONTHLY**	1,157	1,520	1,520	0	1,550
60	**TOTAL**	4,708	14,438	18,150	0	16,775
61						
62	**CAPITAL EXPENSE**					
63						
64	**BUILDING IMPROVEMENTS**	0	120	600	0	500
65	**CAGES**	0	326	350	0	350
66	**MONOFILL CONSTRUCTION**	0	0	2,000	0	2,000
67						
68	**TOTAL CAPITAL EXPENSE**	0	446	2,950	0	2,850
69						
70	**TOTAL CODE COMPLIANCE**	**40,156**	**48,450**	**70,780**	**0**	**74,081**

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	houskeeping 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	creation and management of a city website
45	coffee maker, lamp, chair etc..
46	
47	
48	
49	
50	
51	new computer equipment
52	
53	

1	**GENERAL FUND**					
2						
3	**CITY HALL**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	**PERSONNEL SERVICES**					
7						
8	EMPLOYEE APPRECIATION EVENTS	1,813	3,489	3,000	0	3,500
9						
10	TOTAL	1,813	3,489	3,000	0	3,500
11						
12	**MATERIAL AND SUPPLIES**					
13						
14	HOUSEKEEPING SUPPLIES	96	187	350	0	300
15	OFFICE SUPPLIES	3,329	2,934	3,000	0	3,000
16	SAFETY EQUIPMENT	1,718	36	100	0	120
17	SECURITY EQUIPMENT	0	35	350	0	350
18						
19	TOTAL	5,143	3,192	3,800	0	3,770
20						
21	**MAINTENANCE OF EQUIPMENT**					
22						
23						
24	BUILDING MAINTENANCE	4,697	821	5,500	0	6,500
25	EQUIPMENT MAINTENANCE	178	250	350	0	350
26						
27	TOTAL	4,875	1,071	5,850	0	6,850
28						
29	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
30						
31	POST OFFICE BOX RENT	120	130	140	0	150
32	POSTAGE	5,240	5,451	4,810	0	5,585
33	TMLIRP INSURANCE	60,144	65,943	67,705	0	72,500
34	BEREAVEMENT	243	146	400	0	400
35	ELECTRICITY	2,195	2,503	2,300	0	2,300
36	GREENLIGHT GAS	2,323	1,282	2,900	0	2,500
37	TELEPHONE	885	960	1,250	0	1,250
38	HOUSEKEEPING	1,800	1,800	1,800	0	1,860
39	COPIER LEASE	1,735	2,069	2,070	0	2,070
40	PEST CONTROL	260	705	650	0	650
41	CONSUMABLES	537	638	600	0	600
42	EQUIPMENT RENTALS	255	262	500	0	400
43	SERVICE MATS	488	956	0	0	0
44	WEBSITE	0	0	2,000	0	2,000
45	MINOR TOOL & APPARATUS	0	0	300	0	200
46	TOTAL	76,225	82,845	87,425	0	92,465
47						
48	**PROJECTS / CAPITAL OUTLAY**					
49						
50						
51	COMPUTER EQUIPMENT	2,123	496	5,000	0	5,000
52						
53	TOTAL	2,123	496	5,000	0	5,000
54						
55	**TOTAL CITY HALL**	**90,179**	**91,093**	**105,075**	**0**	**111,585**

LIBRARY

This department funds the Gabie Betts Burton Memorial Library. One full-time Librarian and 4 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 $35,000 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	houskeeping supplies
23	books, other than those purchased with grant funds
24	paper towels, etc.
25	
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	documenting overages or deficits in cash drawer
49	
50	
51	

1	**GENERAL FUND**					
2						
3	**LIBRARY**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6	**PERSONNEL SERVICES**					
7						
8	LIBRARIAN SALARY	31,022	34,500	34,600	0	36,160
9	PART TIME SALARIES	21,276	22,712	29,745	0	31,085
10	PAYROLL TAXES	3,945	4,318	5,100	0	5,220
11	HEALTH & LIFE INSURANCE	11	11	145	0	125
12	RETIREMENT	602	653	745	0	780
13						
14						
15						
16	TOTAL	56,856	62,194	70,335	0	73,370
17						
18	**MATERIAL AND SUPPLIES**					
19						
20	OFFICE SUPPLIES	1,370	1,584	1,000	0	1,100
21	MINOR APPARATUS/OFFICE MACHINES	807	247	425	0	450
22	HOUSEKEEPING SUPPLIES	139	66	350	0	350
23	BOOKS	2,854	2,918	3,300	0	3,500
24	CONSUMABLES	261	244	225	0	300
25						
26	TOTAL	5,431	5,059	5,300	0	5,700
27						
28	**MAINTENANCE OF EQUIPMENT**					
29						
30	COMPUTER MAINT. MONTHLY	1,157	1,563	1,520	0	1,550
31	BUILDING MAINTENANCE	200	1,241	2,000	0	3,500
32	COMPUTER HARDWARE/SOFTWARE	310	386	550	0	500
33						
34	TOTAL	1,667	3,190	4,070	0	5,550
35						
36	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
37						
38						
39	TRAVEL & TRAINING	336	174	500	0	400
40	DUES	210	136	225	0	220
41	ELECTRICITY	2,566	2,790	2,600	0	2,750
42	GREENLIGHT GAS	1,268	1,444	1,650	0	1,700
43	TELEPHONE & INTERNET	540	480	750	0	700
44	PEST CONTROL	290	508	500	0	500
45	HARRINGTON USER FEE	3,365	3,408	3,600	0	3,750
46	SAFETY EQUIPMENT	35	24	100	0	100
47	BOND	25	25	50	0	50
48	CASH OVER/UNDER	0	100	0	0	0
49						
50	TOTAL	8,635	9,089	9,975	0	10,170
51						
52	**TOTAL LIBRARY**	**72,589**	**79,532**	**89,680**	**0**	**94,790**

ADMINISTRATION

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

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

1	**GENERAL FUND**
2	
3	**ADMINISTRATION**
4	
5	
6	
7	Salary for City Administrator Full-time & Interim
8	no longer used- purchased truck for city admin use
9	payroll tax
10	life & health benefits; $962.92 pp monthly
11	retirement benefits--the City matches 1-1 on a 7% withholding
12	expense for city administrator search
13	Administration consultant
14	Acumulated vacation and sick leave payout
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	gas & oil
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	Publication of budget notifications
36	

1	**GENERAL FUND**					
2						
3	**ADMINISTRATION**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
4		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
5						
6						
7	SALARIES/WAGES	73,381	87,273	134,960	0	80,000
8	AUTOMOBILE ALLOWANCE	3,850	0	0	0	0
9	PAYROLL TAXES	5,820	6,650	10,060	0	7,000
10	HEALTH & LIFE INSURANCE	7,340	8,272	15,500	0	12,556
11	TMRS RETIREMENT	1,499	1,662	2,910	0	1,750
12	ADMINISTRATIOR SEARCH	0	0	7,000	0	0
13	CONSULTING	0	0	0	0	14,000
14	VACATION/ SICK LEAVE PAYOUT	0	0	0	0	7,700
15	TOTAL	91,890	103,857	170,430	0	123,006
16						
17						
18	**MATERIAL AND SUPPLIES**					
19						
20	MINOR APPARATUS	0	15	100	0	100
21	CELL PHONE	613	818	720	0	740
22	COMPUTER MAINT. MONTHLY	1,157	1,520	1,520	0	1,550
23	VEHICLE MAINTENANCE	7	214	300	0	2,000
24	FUEL/ OIL	0	936	1,200	0	1,250
25	TOTAL	1,777	3,503	3,840	0	5,640
26						
27						
28	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
29	MEETINGS/TRAVEL EXPENSES	544	839	600	0	600
30	EDUCATION/TRAINING	20	1,310	700	0	700
31	DUES/SUBSCRIPTIONS	107	191	100	0	125
32	EXPENSE ACCOUNT	0	43	600	0	600
33	LEGAL NOTICES	199	898	1,200	0	1,400
34	TOYOTA TRUCK ROLLING STOCK	0	0	7,250	0	7,250
35	BUDGET NOTICES	189	189	80	0	120
36	TOTAL	1,059	3,470	10,530	0	10,795
37						
38	**TOTAL ADMINISTRATION**	**94,726**	**110,830**	**184,800**	**0**	**139,441**

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, $10.50 an hour for 20 weeks during the summer.

GENERAL FUND

PARKS

temporary summer worker for 36 hrs. a week, 10.50 hr., 20 weeks
payroll taxes for summer help
salary for full time employee
life & health benefits; $962.92 pp monthly,
retirement benefits--the City matches 1-1 on a 7% withholding

Uniforms
weedeater string, hand tools
1 vehicle, mowers, weedeaters
weedkiller
safety glasses
shop towels; wasp spray; gloves, paper products for restrooms
Vehicle parts and maintenance

repairs to restrooms-toilets & lavatories, towel dispensers
repairs to mowers/weedeaters
hired services done in the park- tree trimming, etc..

Payment for parks vehicle
weedeater
bench
trash can
materials to repair walk bridge

1	**GENERAL FUND**					
2						
3						
4	**PARKS**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	**PERSONNEL SERVICES**					
8						
9	TEMPORARY/SUMMER HELP	2,980	6,332	5,350	0	6,500
10	PAYROLL TAXES	228	2,835	2,700	0	2,950
11	SALARY/ PARK MAINTENANCE	0	29,251	30,715	0	32,100
12	HEALTH / LIFE INSURANCE	0	8,477	9,880	0	12,556
13	TMRS RETIREMENT	0	586	660	0	670
14						
15						
16						
17						
18						
19	**TOTAL**	3,208	47,481	49,305	0	54,776
20						
21	**MATERIAL AND SUPPLIES**					
22						
23	UNIFORMS/APPAREL	0	301	350	0	400
24	SMALL TOOLS	185	247	750	0	750
25	FUEL AND OIL	611	1,406	825	0	1,400
26	CHEMICALS/HERBICIDE/PESTICIDE	0	85	400	0	400
27	SAFETY EQUIPMENT	0	9	150	0	150
28	CONSUMABLES	69	168	150	0	175
29	VEHICLE MAINTENANCE	0	100	300	0	450
30						
31	**TOTAL**	865	2,316	2,925	0	3,725
32						
33	**MAINTENANCE**					
34						
35	RESTROOMS MAINTENANCE	75	58	300	0	350
36	EQUIPMENT/PARTS	1,515	867	600	0	600
37	PROFESSIONAL SERVICES	0	1,209	500	0	600
38						
39	**TOTAL**	1,590	2,134	1,400	0	1,550
40						
41	**CAPITAL OUTLAY**					
42	ROLLING STOCK CHEVY PICKUP	0	4,101	4,000	0	4,000
43	WEEDEATER	0	160	0	0	250
44	BENCH	691	0	900	0	1,200
45	GARBAGE RECEPTICLE	804	0	0	0	0
46	WALK BRIDGE REPAIR	0	192	0	0	700
47						
48	**TOTAL**	1,495	4,453	4,900	0	6,150
49						
50	**TOTAL PARKS**	**7,158**	**56,384**	**58,530**	**0**	**66,201**

POOL OPERATIONS

The City Pool opened on Memorial Day weekend 2021.

The Pool opens from Memorial Day to the beginning of school each year.

There is one pool manager, two assistant managers, three 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**	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	**PERSONNEL SERVICES**					
8						
9	TEMPORARY/SUMMER HELP	30,251	31,095	38,000	0	39,710
10	PAYROLL TAXES	2,314	2,379	2,900	0	3,040
11	TRAINING LIFEGUARDS	600	766	1,000	0	1,000
12	TRAINING MAINTENANCE	967	40	500	0	500
13						
14						
15						
16						
17						
18						
19	TOTAL	34,132	34,280	42,400	0	44,250
20						
21	**MATERIAL AND SUPPLIES**					
22						
23	UNIFORMS	1,074	649	600	0	700
24	CONCESSIONS	2,802	3,276	3,300	0	3,500
25	CHEMICALS	9,359	8,513	6,250	0	5,500
26	ELECTRICITY	0	4,698	4,400	0	4,700
27	TELEPHONE	499	307	700	0	700
28	GREENLIGHT GAS	1,901	829	1,200	0	0
29	CONSUMABLES	121	188	800	0	800
30	OFFICE SUPPLIES	225	0	200	0	250
31	CASH OVER/UNDER	200	0	0	0	0
32	TOTAL	16,181	18,460	17,450	0	16,150
33						
34	**MAINTENANCE**					
35						
36	RESTROOMS MAINTENANCE	334	87	300	0	400
37	EQUIPMENT/PARTS/SIGNAGE	5,892	5,088	1,200	0	1,000
38	CLEANING SUPPLIES	73	754	450	0	500
39						
40	TOTAL	6,299	5,929	1,950	0	1,900
41						
42	**CAPITAL OUTLAY**					
43	VENDING MACHINES	3,600	0	550	0	0
44	LANDSCAPING/ SOD	796	0	0	0	0
45	POOL FURNITURE	2,416	2,920	1,500	0	1,500
46	PAVING PARKING LOT	58,095	0	0	0	0
47	SIDEWALK/ADA RAMP	7,539	0	0	0	0
48	DONOR RECOGNITION	0	400	0	0	0
49	TOTAL	72,446	3,320	2,050	0	1,500
50						
51						
52	**TOTAL POOL**	**129,058**	**61,989**	**63,850**	**0**	**63,800**

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	trans to american relief fund act account
15	trans to texpool
16	trans to cd's
17	trans to pool const acct.

GENERAL FUND

DEBT SERVICE / TRANSFERS	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
TRANSFERS					
TRANS TO ROLLING STOCK	40,000	0	0	0	0
TRANS TO EDC	123,620	125,566	118,750	0	120,750
TRANS TO MUNICIPAL COURT LCF	1,503	940	500	0	450
TRANS TO AIRPORT MX FUND	8,946	2,840	0	0	0
TRANS TO STREET MX FUND	55,551	62,783	59,375	0	60,375
TRANS TO AMER RELIEF ACT FUND	220,653	221,525	220,653	0	0
TRANS TO TEXPOOL	31,165	2,168,831	0	0	0
TRANS TO CD	2,266,020	0	0	0	0
TRANS TO POOL CONSTRUCTION	182,632	0	0	0	0
TOTAL TRANSFERS	2,930,090	2,582,485	399,278	0	181,575
TOTAL DEBT SERVICE and TRANSFERS	**2,930,090**	**2,582,485**	**399,278**	**0**	**181,575**

ENTERPRISE FUND

1	**ENTERPRISE FUND**					
2						
3						
4	**REVENUE**					
5		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	WATER REVENUE	574,758	657,701	590,000	0	605,000
9	WATER TAP/CONNECTION FEES	0	1,400	1,200	0	3,000
10	LATE PAYMENT PENALTIES	14,474	13,107	1,300	0	14,000
11	BULK WATER	3,029	9,115	4,000	0	3,500
12	MISC	0	0	350	0	250
13	RETURNED CHECK FEES	446	302	450	0	450
14	RECONNECT FEES	6,622	3,500	4,000	0	6,500
15	WASTEWATER DUMPING FEE	525	630	525	0	550
16	SEWER REVENUE	238,208	252,597	248,000	0	255,440
17	RAW WATER SALES	64,261	94,641	65,000	0	72,000
18	WATER METER TEST FEE	0	127	300	0	300
19	TOTAL	902,723	1,033,120	916,125	0	960,990
20						
21						
22	**TOTAL ENTERPRISE FUND REVENU**	**902,723**	**902,723**	**916,125**	**0**	**960,990**

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; $962.92, 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		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	37,059	41,165	40,840	0	45,333
10	SALARIES	54,613	40,503	58,250	0	61,915
11	PAYROLL TAXES	6,960	6,166	7,390	0	8,000
12	HEALTH & LIFE INSURANCE	11,528	9,922	25,310	0	31,515
13	TMRS RETIREMENT	1,808	1,561	2,080	0	2,300
14	OVERTIME	1,573	654	3,300	0	3,500
15						
16	TOTAL	113,541	99,971	137,170	0	152,563
17						
18	MATERIALS/SUPPLIES-WATER					
19						
20	GAS & OIL	2,952	4,332	4,200	0	4,250
21	SMALL TOOLS	507	504	600	0	700
22	SAFETY EQUIPMENT	505	423	1,800	0	750
23	CONSUMABLES	131	45	300	0	400
24	UNIFORMS	837	950	1,000	0	1,200
25	CASH OVER/UNDER	4	-74	100	0	100
26	TOTAL	4,936	6,180	8,000	0	7,400
27						
28	MAINTENANCE of EQUIPMENT					
29						
30	MOTOR VEHICLE MAINTENANCE	613	412	2,000	0	2,200
31	MAJOR TOOL MAINTENANCE	360	550	2,000	0	2,500
32	EQUIPMENT MAINTENANCE	809	309	3,000	0	2,500
33	BUILDING MAINTENANCE	211	48	1,000	0	1,200
34	TIRES	1,770	1,739	2,200	0	2,500
35						
36	TOTAL	3,763	3,058	10,200	0	10,900
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 vacum 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	
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	Payment to rolling stock front-end loader
76	2012 F250 - paid in full 2020-2021 FY
77	electrical work to operate plasma cutter
78	Water tap machine
79	Payment to rolling stock hydrovac 3 of 3

41						
42	**WATER OPERATIONS AND MAINTENANCE**					
43	continued	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
44		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
45						
46						
47	**TRAVEL/TRAINING/OVERHEAD/CONTRACTED**					
48	AUTO-READ METER SUPPORT	4,875	0	2,700	0	2,500
49	WATER PURCHASED	213,111	245,296	277,000	0	282,000
50	EQUIPMENT RENTALS	147	221	1,000	0	1,200
51	ELECTRICITY	614	595	1,000	0	1,000
52	ENGINEERING/PROFESSIONAL SERVICES	585	0	2,000	0	2,000
53	TCEQ INSPECTIONS/FEES	2,303	2,303	2,500	0	2,500
54	TANK INSPECTIONS	0	1,586	1,600	0	1,600
55	WATER SAMPLING	2,908	2,269	3,300	0	3,300
56	DUES/LICENSES/CERTIFICATIONS	336	172	1,500	0	2,000
57	MEETINGS/TRAVEL EXP	7	116	1,500	0	1,500
58	TRAINING/SCHOOLS	1,225	795	2,000	0	2,000
59	CELL/TELEPHONE/INTERNET	1,043	1,433	1,040	0	1,400
60	GREENLIGHT GAS	1,334	1,258	1,700	0	1,700
61	COMPUTER MAINT. MONTHLY	579	760	760	0	775
62						
63	**TOTAL**	229,067	256,804	299,600	0	305,475
64						
65	**SHORT LIVED ASSETS**					
66						
67	PIPE & FITTINGS	17,604	10,955	20,000	0	20,000
68	HYDRANTS & VALVES	0	685	2,000	0	2,000
69	METERS & BOXES	4,486	2,156	3,500	0	4,000
70						
71	**TOTAL**	22,090	13,796	25,500	0	26,000
72						
73	**CAPITAL OUTLAY**					
74						
75	ROLLING STOCK FRONTEND LOADER	0	0	0	0	10,000
76	ROLLING STOCK - 2012 F250 FORD	5,667	0	0	0	0
77	PLASMA CUTTER - ELECTRICAL WORK	0	0	0	0	0
78	TAPPING TOOL	0	2,233	0	0	0
79	ROLLING STOCK - 1/3 HYDROVAC	0	3,278	3,278	0	3,278
80						
81	**TOTAL**	5,667	5,511	3,278	0	13,278
82						
83						
84	**TOTAL WATER OPS & MAINT**	**374,189**	**385,320**	**483,748**	**0**	**515,616**
85						
86						
87						

WASTEWATER

OPERATIONS AND MAINTENANCE

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

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

The Wastewater Department is funded for one (1.34) full-time positions: 34% of the Public Works Director salary.

1 **UTILITY FUND**
2
3
4 **WASTEWATER OPERATIONS AND MAINTENANCE**
5
6
7
8
9 34% salary for Public Works Director
10 payroll for 2 employees
11 payroll taxes
12 health benefits; $962.92 pp month, plus life
13 City matches 1-1 on 7% withholding
14 overtime for wastewater emergencies
15
16
17
18
19
20 pipe and fittings for occasional repairs
21 fuel and oil for pickups and all Wastewater equipment
22 lift station equipment
23 hydrant wrenches, etc
24 manhole degreaser, etc.
25 safety glasses; yellow vests
26 pipe sealant; thread compound, etc.
27 contract uniform service
28
29
30
31
32
33 vehicle repairs
34 flow totalizer;etc
35 maintenance to sewer jetter; pumps;
36 repairs to Public Works Warehouse
37 repairs to sewer lift stations
38 maintenance to manholes
39 tires
40
41
42
43

1	ENTERPRISE FUND					
2						
3	WASTEWATER OPERATIONS AND MAINTENANCE					
4		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
5		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
6						
7	PERSONNEL SERVICES					
8						
9	SUPERVISORY SALARIES	18,253	20,275	20,205	0	22,666
10	SALARIES	49,964	29,783	32,000	0	30,000
11	PAYROLL TAXES	5,158	3,218	3,915	0	4,025
12	HEALTH & LIFE INSURANCE	15,680	9,251	12,655	0	14,755
13	TMRS RETIREMENT	1,361	936	1,150	0	1,250
14	OVERTIME	1,964	1,055	1,200	0	1,250
15						
16	TOTAL	92,380	64,518	71,125	0	73,946
17						
18	WASTEWATER/MATERIALS/SUPPLIES					
19						
20	PIPE & FITTINGS	1,590	2,162	5,000	0	5,000
21	GAS & OIL	2,885	3,752	3,400	0	3,600
22	PUMPS/LIFT STATIONS EQUIPMENT	0	1,697	3,000	0	2,200
23	SMALL TOOLS	949	673	500	0	600
24	CHEMICAL	882	1,454	1,700	0	1,700
25	SAFETY EQUIPMENT	693	769	1,200	0	1,000
26	CONSUMABLES	242	113	300	0	300
27	UNIFORMS	729	630	875	0	925
28						
29	TOTAL	7,970	11,250	15,975	0	15,325
30						
31	MAINTENANCE of EQUIPMENT					
32						
33	MOTOR VEHICLE MAINTENANCE	2,836	840	1,400	0	1,500
34	MAJOR TOOL MAINTENANCE	2,318	1,504	3,000	0	4,000
35	EQUIPMENT MAINTENANCE	3,052	697	4,000	0	3,000
36	BUILDING MAINTENANCE	2	0	600	0	700
37	LIFT STATION MAINTENANCE	673	397	1,200	0	1,200
38	MANHOLE MAINTENANCE	1,298	415	700	0	700
39	TIRES	22	1,717	1,700	0	1,700
40						
41	TOTAL	10,201	5,570	12,600	0	12,800
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 /lLiftstations
62	sewer plant meter
63	
64	
65	
66	Payment to rolling stock front-end loader
67	2013 150 chevy - paid in full 22-23 fy
68	Payment to rolling stock hydrovac 3 of 3 pymts
69	
70	
71	
72	
73	
74	
75	
76	
77	
78	
79	
80	
81	
82	
83	

43	TRAVEL/TRAINING/OVERHEAD/CONTRACTED					
44						
45		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
46		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
47						
48	ELECTRICITY	1,062	1,023	1,320	0	1,300
49	ENGINEERING/PROF. SERVICES	1,015	0	2,000	0	2,000
50	TCEQ INSPECTIONS/FEES	1,250	1,250	1,300	0	1,350
51	WASTEWATER SAMPLING	916	2,709	2,000	0	2,000
52	DUES/LICENSES/CERTIFICATIONS	114	111	800	0	1,000
53	MEETINGS/TRAVEL EXP	0	0	1,000	0	1,000
54	TRAINING/SCHOOLS	1,125	-396	1,000	0	1,000
55	CELL/ TELEPHONES/ INTERNET	1,035	1,106	1,000	0	1,300
56	GREENLIGHT GAS	1,334	1,258	1,800	0	1,800
57	MONTHLY COMPUTER MAINTENANCE	578	760	760	0	775
58						
59	TOTAL	8,429	7,821	12,980	0	13,525
60	SPECIAL PROJECTS					
61	CDBG MATCH	0	0	53,000	0	55,000
62	DISCHARGE TOTALIZER	0	2,847	0	0	0
63		0	2,847	53,000	0	55,000
64						
65	CAPITAL OUTLAY					
66	ROLLING STOCK FRONTEND LOADER	0	0	0	0	10,000
67	ROLLING STOCK - 2013 1500 CHEVLOLET	4,333	4,333	4,333	0	0
68	ROLLING STOCK 1/3 HYDROVAC	0	3,278	3,278	0	3,278
69	TOTAL	4,333	7,611	3,278	0	13,278
70						
71						
72	TOTAL WASTEWATER OPS & MAINT	123,313	99,617	168,958	0	183,874
73						
74						
75						
76						

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	transfer to fund for refurbishing elevated water storage tanks
10	transfer to General Fund to compensate for management services
11	USDA loan payments
12	transfer funds to texpool
13	
14	

1	**ENTERPRISE FUND**					
2						
3						
4	**DEBT SERVICE / XFERS**	**2020-2021**	**2021-2022**	**2022-2023**	**2022-2023**	**2023-2024**
5		**ACTUAL**	**ACTUAL**	**PROPOSED**	**ACTUAL**	**PROPOSED**
6						
7	**TRANSFERS**					
8						
9	**WATER TANK REPAIR FUND**	8,000	8,000	8,000	0	8,000
10	**GENERAL FUND SUPPORT**	35,000	101,000	95,000	0	140,000
11	**TRANSFER TO USDA DEBT**	76340	100,300	102,000	0	97,850
12	**TRANS TO TEXPOOL**	25,610	0	0	0	0
13						
14	**TOTAL TRANSFERS**	144,950	209,300	205,000	0	245,850
15						
16						
17	**TOTAL DEBT SERV / TRANSFER**	**144,950**	**209,300**	**205,000**	**0**	**245,850**

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	
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18	
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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	
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36	

HOTEL OCCUPANCY TAX FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
HOTEL OCCUPANCY TAX	109,970	126,130	105,000	0	120,050
INTEREST EARNED	156	186	120	0	375
CARRYOVER FUNDS	72,750	80,393	72,750	0	74,592
TOTAL	182,876	126,316	177,870	0	195,017
TOTAL HOTEL/MOTEL TAX FUND REVENUE	**182,876**	**126,316**	**177,870**	**0**	**195,017**

HOTEL/MOTEL TAX FUND

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
CERTIFICATE OF OBLIGATION	6,264	26,267	27,500	0	27,500
CEDC TOURISM	53,478	67,097	51,250	0	61,700
CHAMBER OF COMMERCE	26,993	31,532	26,250	0	30,850
CARRYOVER CAPITAL EXPENDITURE	0	0	0	0	0
TOTAL	86,735	124,896	105,000	0	120,050
TOTAL HOTEL/MOTEL TAX FUND EXPENSE	**86,735**	**124,896**	**105,000**	**0**	**120,050**
BALANCE	**96,141**	**1,419**	**72,870**	**0**	**74,967**

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	paid in full - 21-22 fy
8	transfer from texpool for the front end loader
9	john deere tractor 2016 - street- $21,381 8/13/19-not in this years budget
11	truck of park purchased 20/21 fy $11,995 - 3 of 3 payments
12	paid in full - 20-21 fy
13	hydro vac purchased 20-21 fy $29,500 - 3 of 3
14	interest of mma account
15	carry-over from previous FY
16	toyota tundra - administrators pickup - 2 of 3 payments
17	
18	
19	
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21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	
33	
35	front end loader - 1/2 street 1/4 water 1/4 wastewater - 3 years/ 1 of 3 payments
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		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7	TRUCK 2013 F250 - WASTEWATER	4,333	4,333	0	0	0
8	TRANSFER FROM TEXPOOL	40,000	0	0	0	200,000
9	JOHN DEERE TRACTOR 2016 - STREET	0	3,939	0	0	0
10	TRUCK - PARK	0	4,000	4,000	0	3,995
11	TRUCK 2012 F250 - WATER - PAID	5,667	0	0	0	0
12	HYDRO VAC	0	9,834	9,834	0	9,834
13	INTEREST	51	26	0	0	267
15	CARRYOVER	28,221	5	1,778	0	45,250
15	TRUCK-ADMINISTRATOR	0	0	7,250	0	7,250
16	**TOTAL**	78,272	22,137	22,862	0	266,596
17						
18						
19	**TOTAL REVENUE**	**78,272**	**22,137**	**22,862**	**0**	**266,596**
20						
21						
22						
23						
25	**ROLLING STOCK FUND**					
25						
26						
27	**EXPENSE**					
28		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
29		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
30						
31						
32	FRONT-END LOADER	0	0	0	0	200,000
33	TRUCK - PARK $11,995	11,995	0	0	0	0
34	HYDRO-VAC 2011 $29,500	29,500	0	0	0	0
35	TOYOTA TUNDRA 2019 - ADMIN	35,000	0	0	0	0
36	**TOTAL EXPENSE**	**76,495**	**0**	**0**	**0**	**200,000**
37						
38	**BALANCE**	**1,777**	**22,137**	**22,862**	**0**	**66,596**

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.

In August 2022, Bright Newhouse III resigned from the board.

1	**AIRPORT MAINTENANCE FUND**
2	
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4	
5	
6	
7	
8	ramp grant reinbursement
9	solicited donations
10	trans from general fund to match donated for ramp grant reinbursement
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	replaced wind sock, poles, and lighting
29	upgrades to the pilots lounge
30	upgrade runway lights, radio, electrical, etc...
31	sealcoat/striping
32	security cameras
33	
34	
35	
36	
37	

AIRPORT MAINTENANCE FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
RAMP GRANT REIMBURSEMENT	8,946	2,840	50,000	0	0
DONATIONS	0	0	50,000	0	0
INTEREST	15	19	100	0	0
CARRYOVER	0	3,000	0	0	0
TOTAL	8,961	5,859	100,100	0	0
TOTAL REVENUE	**8,961**	**5,859**	**100,100**	**0**	**0**

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
WIND SOCK SYSTEM IMPROVEMENTS	0	5,681	0	0	0
PILOTS LOUNGE IMPROVEMENTS	0	0	100,000	0	0
RADIO & LIGHTS	0	0	0	0	0
SEALCOAT & STRIPING	0	0	0	0	0
SECURITY CAMERAS	8,946	0	0	0	0
TOTAL	0	5,681	100,000	0	0
TOTAL EXPENSE	**0**	**5,681**	**100,000**	**0**	**0**
BALANCE	**8,961**	**178**	**100**	**0**	**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**
2	
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10	combined revenue for all four funds
11	carry over funds from previous year
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18	
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21	
22	
23	
24	
25	
26	
27	
28	
29	purchase or maintain technology enhancements
30	security camera required by legislature, other security eq.
31	salary,travel exp, supplies,necessary expenses for a case manager
32	jury reimbursements and financial services
33	
34	
35	

MUNI COURT LOCAL CONSOLIDATION

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
REVENUES					
COMBINED REVENUES	1,503	1,037	1,315	0	1,420
COMBINED CARYOVER	0	0	4,250	0	5,891
TOTAL	1,503	1,037	5,565	0	7,311
MUNI COURT TECHNOLOGY FUND REVENUE	**1,503**	**1,037**	**5,565**	**0**	**7,311**

MUNI COURT LOCAL CONSOLIDATION

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
TECH FUND - COMPUTER MAINT. & EQ	0	0	1,600	0	2,089
SECURITY FUND - EQUIP & SERVICES	0	0	950	0	2,559
TRUENCY PREV - JUVENILE CASE MGR	0	0	950	0	2,611
JURY FUND - REIMBURSE & SERVICES	0	0	150	0	52
TOTAL	0	0	3,650	0	7,311
MUNI COURT TECHNOLOGY FUND EXPENSE	**0**	**0**	**3,650**	**0**	**7,311**
BALANCE	**1,503**	**1,037**	**1,915**	**0**	**0**

Community Development Block Grant

Downtown Revitalization Project

This fund is a reserve fund specifically for the Downtown Revitalization Project.

1	**Downtown Revitalization Project**
2	
3	
4	
5	
6	
7	
8	transfer from texpool - general fund line item for city match
9	CDBG grant funds
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	city match for the 23-24 DRP fund year
28	construction/engineering/prpc
29	
30	
31	
32	
33	
34	
35	
36	

1	**Downtown Revitalization Project**					
2						
3						
4	**REVENUE**					
5		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
6		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
7						
8	TRANSFER FROM TEXPOOL - GENERAL FUND	0	0	0	0	63,000
9	CDBG DRP GRANT	0	0	0	0	365,000
10						
11	**TOTAL REVENUE**	**0**	**0**	**0**	**0**	**428,000**
12						
13						
14						
15						
16						
17						
18						
19	**Downtown Revitalization Project**					
20						
21						
22	**EXPENSE**					
23		2020-2021	2021-2022	2022-2023	2022-2023	2023-2024
24		ACTUAL	ACTUAL	PROPOSED	ACTUAL	PROPOSED
25						
26						
27	DRP - CITY MATCH	0	0	0	0	63,000
28	CONSTRUCTION/ENGINEERING/PRPC	0	0	0	0	365,000
29						
30	**TOTAL EXPENSE**	**0**	**0**	**0**	**0**	**428,000**
31						
32						
33						
34						
35	**BALANCE**	**0**	**0**	**0**	**0**	**0**

USDA DEBT SERVICE FUND

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

1	**USDA Debt Service**
2	
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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
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28	USDA debt & interest payment
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USDA DEBT SERVICE FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
REVENUES	76,340	100,300	100,500	0	97,800
CARRYOVER	44,600	0	202,115	0	202,114
INTEREST	163	210	200	0	0
TRANSFER FROM I&S	9,000	5,112	0	0	2,400
TOTAL	130,103	105,622	302,815	0	302,314
USDA DEBT SERVICE REVENUE	**130,103**	**105,622**	**302,815**	**0**	**302,314**

USDA DEBT SERVICE FUND

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
USDA DEBT SERVICE	99,687	99,700	102,000	0	102,000
USDA DEBT SERVICE EXPENSE	**99,687**	**99,700**	**102,000**	**0**	**102,000**
BALANCE	**30,416**	**30,416**	**202,815**	**0**	**200,314**

AMERICAN RELIEF ACT FUND

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

AMERICAN RELIEF ACT FUND

ARPA FUNDS

SUPPORT FOR C.I.P.

AMERICAN RELIEF ACT FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
REVENUES	0	221,526	220,653	0	0
TRANSFER FROM TEXPOOL-ARPA FUNDS	0	0	0	0	0
CARRYOVER	0	225	225	0	225
INTEREST	0	0	0	0	0
TOTAL	0	221,526	220,653	0	225
AMERICAN RELIEF ACT FUND REVENUE	**0**	**221,526**	**220,653**	**0**	**225**

AMERICAN RELIEF ACT FUND

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
TRANSFER TO C.I.P. FUND	0	221,526	220,653	0	0
ENGINEERING	0	0	0	0	0
CONTRACT SERVICES	0	0	0	0	0
AMERICAN RELIEF ACT FUND EXPENSE	**0**	**221,526**	**220,653**	**0**	**0**
BALANCE	**0**	**0**	**0**	**0**	**0**

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**
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8	debt service component of Ad Valorem Taxes
9	carry over funds from 18-19 FY property tax collected
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25	
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28	carryover funds will be trans. To USDA Debt Fund
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INTEREST & SINKING FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2023-2023 ACTUAL	2023-2024 PROPOSED
PROPERTY TAX	7,858	4,477	4,015	0	2,200
CARRY OVER	9,001	850	0	0	0
TOTAL	16,859	5,327	4,015	0	2,200
INTEREST AND SINKING FUND REVENUE	**16,859**	**5,327**	**4,015**	**0**	**2,200**

INTEREST & SINKING FUND

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
MOVE TO USDA DEBT FUND	9,000	5,112	4,015	0	2,200
TOTAL	9,000	5,112	4,015	0	2,200
INTEREST AND SINKING FUND EXPENSE	**9,000**	**5,112**	**4,015**	**0**	**2,200**
BALANCE	**7,859**	**215**	**0**	**0**	**0**

STREET MAINTENANCE

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

City 1.25%
Street Maintenance .25%
CEDC .50%

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

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

STREET MAINTENANCE FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
SALES TAX REVENUE	65,827	79,028	59,375	0	60,375
INTEREST	163	74	60	0	0
CARRYOVER	51,200	0	42,702	0	0
TRANS FROM CAPITAL IMPROVEMENT CD	200,000	0	0	0	0
TOTAL	317,190	79,102	102,137	0	60,375
TOTAL REVENUE	**317,190**	**79,102**	**102,137**	**0**	**60,375**

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
ENGINEERING	13,140	26,765	10,000	0	0
CONTRACT SERVICES-STREET REPAIRS	294,665	0	49,435	0	60,375
TOTAL	307,805	26,765	59,435	0	60,375
TOTAL EXPENSE	**307,805**	**26,765**	**59,435**	**0**	**60,375**
BALANCE	**9,385**	**52,337**	**42,702**	**0**	**0**

CAPITAL IMPROVEMENT FUND

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

1	**CAPITAL IMPROVEMENT FUND**
2	
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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
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29	funds transferred to texpool until a project is approved
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	

CAPITAL IMPROVEMENT FUND

REVENUE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
REVENUE FROM GENERAL CHECKING	0	0	0	0	0
REVENUE FROM CIP C.D.	0	0	200,000	0	0
AMERICAN RECOVERY ACT FUNDS	220,653	221,526	220,653	0	0
INTEREST	38	509	350	0	0
CARRYOVER	0	220,625	194,000	0	319,330
TOTAL REVENUE	**220,691**	**442,660**	**615,003**	**0**	**319,330**

CAPITAL IMPROVEMENT FUND

EXPENSE

	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 PROPOSED	2022-2023 ACTUAL	2023-2024 PROPOSED
TRANSFER TO TEXPOOL	0	442,500	0	0	0
AMERICAN RECOVERY ACT PROJECTS	0	0	412,000	0	135,000
MOVE TO CAPITAL IMPROVEMENT FUND CD	0	0	0	0	0
CAPITAL PROJECTS	0	0	200,000	0	180,670
PROPERTY PURCHASE	0	0	0	0	0
ENGINEERING EXPENSE	0	0	0	0	0
TOTAL EXPENSE	**0**	**442,500**	**612,000**	**0**	**315,670**
BALANCE	**220,691**	**160**	**3,003**	**0**	**3,660**