

ORDINANCE NO. 203-B

AN ORDINANCE OF THE TOWN OF ANNETTA, TEXAS, AMENDING ORDINANCE NO. 203 WHICH ESTABLISHED THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2019, THROUGH SEPTEMBER 30, 2020.

WHEREAS, certain budgeted and unspent monies in previous years' budgets were identified and calculated during the Town of Annetta annual independent audit and it is necessary to amend the FY 2019-20 Budget by adding \$35,310 to the income line item "Fund Balance Transfer" in the General Fund from the cumulative fund balance as of September 30, 2019 (\$372,859) and adding \$124,250 to the income line item "Fund Balance Transfer" in the Enterprise Fund from the cumulative fund balance as of September 30, 2019 (\$971,735), and;

WHEREAS, it is necessary to amend the FY 2019-20 General Fund Budget in order to transfer \$75 to Cleaning & Sanitation, \$500 to Software Maintenance & Upgrade, \$10 to Web Site Maintenance, \$75 to Mileage Expense, \$1,700 to Security, \$300 to Credit Card Fees, \$50 to License/Permits/Fees, \$450 to PO Box Fees/Postage, \$2,500 to Development Projects, \$50 to Audit Financial, \$16,000 to Engineering/Civil Planning, \$12,000 to Legal, \$900 to Community Beautification, and \$700 to Signage & Related from the income line item "Fund Balance Transfer" as described in Exhibit "A" in order to meet expenses not anticipated at the time the original budget was developed, and;

WHEREAS, it is necessary to amend the FY 2019-20 Enterprise Fund Budget in order to transfer \$3,000 to Water Samples, \$12,000 to Water System Supplies, \$1,200 to Water System Chemicals, \$1,300 to Sewer System Supplies, \$24,000 to Contract Operation of System, \$1,000 to Statement Mailing, \$600 to Rental Equipment – Water System, \$1,200 to Tools & Equipment Purchases, \$2,500 to General Maintenance & Repair, \$11,000 to WWTP Repairs & Maintenance, \$6,000 to Sewer System Maintenance & Repairs, \$600 to Maintenance & Repairs – Other, \$100 to Subscriptions & Publications, \$200 to Workman's Compensation, \$2,000 to Software Maintenance & Upgrades, \$450 to ISP, \$600 to Mileage Expense, \$5,800 to Security, \$300 to Building Maintenance, \$2,000 to Credit Card Fees, \$100 to Miscellaneous Expense, \$100 to Payroll Expenses – Other, \$35,000 to Development Projects, \$700 to Other Financial, \$8,000 to Engineering – Other, and \$4,500 to AMI Water Meter Replacement as described in Exhibit "B" in order to meet expenses not anticipated at the time the original budget was developed, and;

WHEREAS, the Town Council has also determined that such amendment is a public necessity and in the best interest of the Town and its citizens; and

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF ANNETTA, TEXAS:

Section 1: **THAT** the General Fund budget for the Town of Annetta, Texas, for the fiscal period beginning October 1, 2019, and ending September 30, 2020, is hereby amended by transferring \$75 to Cleaning & Sanitation, \$500 to Software Maintenance & Upgrade, \$10 to Web Site Maintenance, \$75 to Mileage Expense, \$1,700 to Security, \$300 to Credit Card Fees, \$50 to License/Permits/Fees, \$450 to PO Box Fees/Postage, \$2,500 to Development Projects, \$50 to Audit Financial, \$16,000 to Engineering/Civil Planning, \$12,000 to Legal, \$900 to Community Beautification, and \$700 to Signage & Related from the income line item "Fund Balance Transfer" as described in Exhibit "A"; and

Section 2: THAT the Enterprise Fund budget for the Town of Annetta, Texas, for the fiscal period Beginning October 1, 2019, and ending September 30, 2020, is hereby amended by transferring \$3,000 to Water Samples, \$12,000 to Water System Supplies, \$1,200 to Water System Chemicals, \$1,300 to Sewer System Supplies, \$24,000 to Contract Operation of System, \$1,000 to Statement Mailing, \$600 to Rental Equipment – Water System, \$1,200 to Tools & Equipment Purchases, \$2,500 to General Maintenance & Repair, \$11,000 to WWTP Repairs & Maintenance, \$6,000 to Sewer System Maintenance & Repairs, \$600 to Maintenance & Repairs – Other, \$100 to Subscriptions & Publications, \$200 to Workman’s Compensation, \$2,000 to Software Maintenance & Upgrades, \$450 to ISP, \$600 to Mileage Expense, \$5,800 to Security, \$300 to Building Maintenance, \$2,000 to Credit Card Fees, \$100 to Miscellaneous Expense, \$100 to Payroll Expenses – Other, \$35,000 to Development Projects, \$700 to Other Financial, \$8,000 to Engineering – Other, and \$4,500 to AMI Water Meter Replacement as described in Exhibit “B.”

AND IT IS SO ORDAINED.

PASSED AND ADOPTED on the 17th day of September, 2020.

TOWN OF ANNETTA

By: 
Bruce Pinckard, Mayor

ATTEST:

By: 
Jamee Long, Town Secretary



EXHIBIT "A"

Town of Annetta

Fiscal 2019-20 Amended Budget

GENERAL FUND

	FY 2019-20 Original Budget	Budget Amendment 5/21/2020	Amended Budget 5/21/2020	Budget Amendment 9/17/2020	Amended Budget 9/17/2020
Income:					
Franchise Fees					
HB 1777 - Row	50		50		50
Electrical					
Tri-County	40,000		40,000		40,000
Electrical - Other	<u>35,000</u>		<u>35,000</u>		<u>35,000</u>
Total Electrical	75,000		75,000		75,000
Sanitation	25,000		25,000		25,000
Telephone	<u>15,000</u>		<u>15,000</u>		<u>15,000</u>
Total Franchise Fees	115,050		115,050		115,050
Sales and Use Tax					
Sales Tax	85,000		85,000		85,000
Mixed Beverage Tax	2,000		2,000		2,000
Street Maintenance and Repair	<u>20,000</u>		<u>20,000</u>		<u>20,000</u>
Total Sales and Use Tax	107,000		107,000		107,000
Total Building Permits	<u>37,000</u>		<u>37,000</u>		<u>37,000</u>
Other Income/Recovery					
Variance and Special Exceptions	500		500		500
Contractor Registration Fees	2,000		2,000		2,000
Platting Fees	2,000		2,000		2,000
Interest Income	4,000		4,000		4,000
Miscellaneous Income	200		200		200
Other Income	<u>100</u>		<u>100</u>		<u>100</u>
Total Other Income/Recovery	<u>8,800</u>		<u>8,800</u>		<u>8,800</u>
Total General Fund Revenue	267,850		267,850		267,850
Fund Balance Transfer	0	<u>24,575</u>	<u>24,575</u>	<u>35,310</u>	<u>59,885</u>
Total Net Funds Available	267,850	<u>24,575</u>	<u>292,425</u>	<u>35,310</u>	<u>327,735</u>
Expenses:					
Committees					
Comprehensive Zoning	<u>1,000</u>		<u>1,000</u>		<u>1,000</u>
Total Committees	1,000		1,000		1,000

Administrative Operations

Off-Site Storage *	0	0	0	0
Facilities Expense *				
Cleaning and Sanitation	250	250	75	325
Supplies	150	150		150
Equipment Repairs and Maintenance	150	150		150
Small Tools	<u>200</u>	<u>200</u>		<u>200</u>
Total Facilities Expense	750	750		750
Membership, Dues and Fees *	500	500		500
Subscriptions and Publications *	100	100		100
Interest Expense *	0	0		0
Bereavement and/or Recognition	250	250		250
Town Branding and Identification	1,000	1,000		1,000
Insurance *				
General and Property Liability	3,500	3,500		3,500
Health/Life/Dental	2,750	2,750		2,750
Worker's Compensation	<u>400</u>	<u>400</u>		<u>400</u>
Total Insurance	6,650	6,650		6,650
Contributions - EPCL	<u>1,000</u>	<u>1,000</u>		<u>1,000</u>
Total Contributions (EPCL)	1,000	1,000		1,000
Office Equipment *				
Copies Maintenance Contract	600	600		600
New/Replacement	750	750		750
Supplies	1,500	1,500		1,500
Software Maintenance and Upgrade	<u>4,000</u>	<u>4,000</u>	<u>500</u>	<u>4,500</u>
Total Office Equipment	6,900	6,900	575	7,475
Utilities (Administration Building) *				
Electric	800	800		800
Telephone	800	800		800
ISP	400	400		400
Web Site Maintenance	0	0	10	10
Web Hosting and e-mail	225	225		225
Cell Phones	<u>225</u>	<u>225</u>	<u>0</u>	<u>225</u>
Total Utilities (Admin Building)	2,450	2,450	10	2,460
Vehicle Expense *				
Vehicle Acquisition	0	0		0
Mileage Expense	400	400	75	475
Vehicle License and Inspection	25	25		25
Fuel	200	200		200
Vehicle Maintenance	1,000	1,000		1,000
Vehicle Expense - Other	<u>100</u>	<u>100</u>		<u>100</u>

Total Vehicle Expense	1,725	1,725		1,725
Advertising and Notifications *	575	575		575
Security *	300	300	1,700	2,000
Building Maintenance *	1,250	1,250		1,250
Public Events	0	0		0
Credit Card Fees	500	500	300	800
Elections	5,500	5,500		5,500
Filing Fees	100	100		100
License/Permits/Fees	1,500	1,500	50	1,550
PO Box Fees/Postage	200	200	450	650
Travel/Meals/Training	<u>3,000</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>
Total			2,575	
Total Administrative Operations	34,250	34,250	3,160	37,410
Payroll Taxes				
FICA - Medicare	539	<u>0</u>		<u>0</u>
State Unemployment	189	189		189
FICA - SS	2,303	2,303		2,303
Federal Unemployment	<u>0</u>	<u>0</u>		<u>0</u>
Total Payroll Taxes	<u>3,031</u>	<u>3,031</u>		<u>3,031</u>
Retirement	3,699	3,699		3,699
Salaries	<u>37,150</u>	<u>37,150</u>		<u>37,150</u>
Total Payroll Expenses	43,880	43,880		43,880
Professional Services				
Planning Consultant	5,000	5,000		5,000
Code Enforcement Officer	500	500		500
Planning and Zoning - New Zoning Ordinance	0	0		0
Development Projects	6,000	6,000	2,500	8,500
Other Financial	2,000	2,000		2,000
Audit Financial *	3,000	3,000	50	3,050
Building Inspections	36,000	36,000		36,000
Engineering				
Plat Review	500			
Lidar	0			
Civil Planning	7,500	7,500	16,000	23,500
Engineering - Other	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>
Total Engineering	9,000	9,000	18,550	27,550
Surveying/Mapping	1,000	1,000		1,000
Legal	30,000	30,000	12,000	42,000
Mowing & Grounds Keeping	2,500	2,500		2,500
Professional Services - Other	<u>1,500</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>
Total			12,000	

Total Professional Services	96,500		96,500	30,550	127,050
Capital Improvements					
Road Material Storage Pad	0		0		0
Yard Improvements - Thunder Head	1,000		1,000		1,000
Building Fund	10,000		10,000		10,000
Community Beautification	770		770	900	1,670
Roads					
Shoulder and Drainage Ditch	10,000		10,000		10,000
Street/Road Reconstruction	65,450	20,000	85,450		85,450
General Pot Hole Repair	3,500		3,500		3,500
Roads - Other	<u>0</u>	<u>4,575</u>	<u>4,575</u>		<u>4,575</u>
Total Roads	78,950	24,575	103,525		103,525
Signage and Related	<u>1,500</u>		<u>1,500</u>	<u>700</u>	<u>2,200</u>
Total Capital Improvements	92,220	24,575	116,795	1,600	118,395
Capital Reserves	<u>0</u>		<u>0</u>		<u>0</u>
Total General Fund Expense	<u>267,850</u>	<u>24,575</u>	<u>292,425</u>	<u>35,310</u>	<u>327,735</u>

* Expenses split 80% to the Enterprise Fund and 20% to the General Fund

EXHIBIT "B"
Town of Annetta
Fiscal 2019-20 Amended Budget
ENTERPRISE FUND

	FY 2019-20	Budget	Amended
	Original Budget	Amendment	Budget
Revenue:			
Water and Wastewater Income			
Water System Revenue	1,150,000		1,150,000
Sewer System Revenue	395,000		395,000
Late Charges & Fees	30,741		30,741
Water Tower Communication Lease	8,000		8,000
Water & Sewer Tap Fees	1,500		1,500
UTGCD Fee (collected)	<u>27,000</u>		<u>27,000</u>
Total Water and Wastewater Income	<u>1,612,241</u>		<u>1,612,241</u>
Other Income/Recovery			
Interest Income	<u>25,000</u>		<u>25,000</u>
Total Other Income/Recovery	<u>25,000</u>		<u>25,000</u>
Total Enterprise Fund Revenue	<u>1,637,241</u>		<u>1,637,241</u>
Fund Balance Transfer	<u>0</u>	<u>124,250</u>	<u>124,250</u>
Total Net Funds Available	<u>1,637,241</u>	<u>124,250</u>	<u>1,761,491</u>
Cost of Goods Sold			
Sampling/Testing			
Wastewater Samples	8,250		8,250
Water Samples	6,250	3,000	9,250
System Supplies/Chemicals			
Water System Supplies	12,000	12,000	24,000
Water System Chemicals	6,500	1,200	7,700
Sewer System Supplies	1,500	1,300	2,800
Sewer System Chemicals	5,000		5,000
Contract Operation of System	243,000	24,000	267,000
System Utilities			
Water System Utilities	52,000		52,000
Sewer System Utilities	40,000		40,000
UTGCD Fees	<u>27,000</u>		<u>27,000</u>
Total Cost of Goods Sold	<u>401,500</u>	<u>41,500</u>	<u>443,000</u>

Expenses:

Direct Expenses

Repair Site Restoration	3,000		3,000
Statement Mailing	4,000	1,000	5,000
Rental Equipment - Sewer System	1,000		1,000
Rental Equipment - Water System	1,000	600	1,600
Tools and Equipment Purchases	1,000	1,200	2,200
Maintenance and Repair			
Tank Inspections	4,500		4,500
Generator Maintenance & Repair	4,000	2,500	6,500
Water Well Repair	22,000		22,000
WWTP Repairs & Maintenance	50,000	11,000	61,000
Water System Maintenance and Repairs	22,000		22,000
Water Plant Maintenance and Repairs	85,000		85,000
Sewer System Maintenance and Repairs	25,000	6,000	31,000
Maintenance and Repair - Other	<u>0</u>	<u>600</u>	<u>600</u>
Total Direct Expenses	<u>222,500</u>	<u>22,900</u>	<u>245,400</u>

Administrative Operations

Facilities Expense *

Cleaning and Sanitation	1,500		1,500
Supplies	500		500
Equipment Repairs and Maintenance	500		500
Small Tools	500		500
Memberships, Dues & Fees *	500		500
Subscriptions and Publications *	200	100	300
Insurance *			
General and Property Liability	10,000		10,000
Health/Life/Dental	8,500		8,500
Worker's Compensation	250	200	450
Office Equipment *			
Copier Maintenance Contract	2,200		2,200
New/Replacement	3,000		3,000
Supplies	5,000		5,000
Software Maintenance & Upgrades	12,000	2,000	14,000
Office Equipment - Other	100		100
Utilities (Administration Building) *			
Electric	2,500		2,500
Telephone	2,500		2,500
ISP	1,250	450	1,700
Web Site Maintenance	1,000		1,000
Web Hosting and e-mail	750		750
Cell Phones	500		500
Vehicle Expense *			
Acquisition	17,000		17,000
Mileage Expense	1,000	600	1,600

Vehicle License and Inspection	100		100
Fuel	685		685
Vehicle Maintenance	500		500
Advertising and Notifications *	1,000		1,000
Security *	700	5,800	6,500
Building Maintenance *	2,000	300	2,300
Credit Card Fees	5,000	2,000	7,000
Miscellaneous Expense	0	100	100
License/Permits/Fees	7,500		7,500
P.O. Box Fees/Postage *	100		100
Postage *	1,000		1,000
Travel/Meals/Training	<u>2,235</u>		<u>2,235</u>
Total Administrative Operations	<u>92,070</u>	<u>11,550</u>	<u>103,620</u>
Payroll Expenses			
FICA - Medicare	2,013		2,013
State Unemployment	704		704
FICA - SS	8,605		8,605
Other Payroll Expenses	100		100
Retirement	10,366		10,366
Salaries/Wages	138,810		138,810
Payroll Expenses - Other	<u>0</u>	<u>100</u>	<u>100</u>
Total Payroll Expenses	<u>160,598</u>	<u>100</u>	<u>160,698</u>
Professional Services			
Bond Advisor Fees	2,750		2,750
Development Projects	10,000	35,000	45,000
Other Financial *	3,500	700	4,200
Audit Financial *	9,400		9,400
Legal	12,000		12,000
Engineering			
Engineering - Other	35,000	8,000	43,000
Mowing and Grounds Keeping	<u>12,000</u>	<u>0</u>	<u>12,000</u>
Total Professional Services	<u>84,650</u>	<u>43,700</u>	<u>128,350</u>
Capital Improvements			
AMI Water Meter Replacement	1,100	4,500	5,600
Chlorination Room/Lab	18,000		18,000
SCADA	79,910		79,910
Signage and Related	<u>281</u>	<u>0</u>	<u>281</u>
Total Capital Improvements	<u>99,291</u>	<u>4,500</u>	<u>103,791</u>
Capital Reserves	<u>0</u>		<u>0</u>
Total Operating Expenses	<u>659,109</u>	<u>124,250</u>	<u>741,859</u>

Annual Debt Service	<u>576,631</u>		<u>576,631</u>
Total Enterprise Fund Expense	<u>1,235,740</u>	<u>124,250</u>	<u>1,318,490</u>

*** Expenses split 80% to the Enterprise Fund and 20% to the General Fund**