

## **ORDINANCE 35-2020**

**AN ORDINANCE OF THE CITY OF HILLCREST VILLAGE, TEXAS, ADOPTING A BUDGET FOR THE CITY OF HILLCREST VILLAGE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021, PROVIDING FOR THE INTRA AND INTER DEPARTMENT AND FUND TRANSFERS; AND DECLARING AN EFFECTIVE DATE.**

**THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$18,541.00, WHICH IS A 9.31 PERCENT INCREASE FROM LAST YEAR'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR IS \$599.00.**

**WHEREAS, NOTICE OF PUBLIC HEARING ON THE BUDGET FOR THE CITY OF HILLCREST VILLAGE, TEXAS, FOR THE YEAR 2020-2021 HAS HERETOFORE BEEN PUBLISHED IN ACCORDANCE WITH THE LAW; AND**

**WHEREAS, IT IS NECESSARY, AT THIS TIME, THAT SAID BUDGET BE ADOPTED.**

**NOW, THEREFORE, BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF HILLCREST VILLAGE, TEXAS, AS FOLLOWS:**

**SECTION 1:** THAT the budget presented by the Mayor and reviewed during the public hearing is hereby approved and adopted for the fiscal year 2020-2021.

**SECTION 2:** THAT the City Treasurer is authorized to invest any funds, in United States Treasury bills, savings accounts or certificates of deposit in the City depositories. Interest accrued from such investments may be deposited in the General Fund. All of which investments shall be in accordance with law.


**SECTION 3:** THAT the City Treasurer be and is hereby authorized to make intra and inter department fund transfers during the fiscal year as becomes necessary in order to avoid over expenditures of a particular account.

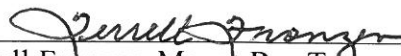
**SECTION 4:** THAT THIS ORDINANCE SHALL TAKE EFFECT AND SHALL BE IN FULL FORCE FROM AND AFTER ITS PASSAGE.

FIRST READING:

PASSED, APPROVED, AND ADOPTED, THIS 31<sup>ST</sup> DAY OF AUGUST, 2020.

CITY OF HILLCREST VILLAGE


  
Rashelle Casas, City Clerk

  
Terrell Franzen, Mayor Pro-Tem

FINAL READING:

PASSED, APPROVED, AND ADOPTED, THIS 14<sup>TH</sup> DAY OF SEPTEMBER, 2020.

CITY OF HILLCREST VILLAGE

  
Rashelle Casas, City Clerk

  
Terrell Franzen, Mayor Pro-Tem

# CITY OF HILLCREST VILLAGE

## Fiscal Year 2020-2021

### Budget Cover Page

### (September 14, 2020)

This budget will raise more revenue from property taxes than last year's budget by an amount of \$18,541, which is a 9.31 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$599.

The members of the governing body voted on a budget as follows:

**FOR:** Alderman Terrell Franzen, Alderman Ramiro Mondragon  
and Alderman Larry Higgins

**AGAINST:** N/A

**PRESENT and not voting:** N/A

**ABSENT:** Alderman Nick Droege and Alderman Kendall McGilvray

#### Property Tax Rate Comparison

2020-2021	2020-2021	2019-2020
Property Tax Rate:	0.389010	0.389010
No New Revenue Tax Rate:	0.356166	0.404929
No New Revenue Maintenance & Operations	0.356868	0.360195
Voter Approval Tax Rate:	0.369358	0.389010
Debt Rate:	0.000000	0.000000

## **Goals and Objectives of the 2020-2021 Budget City of Hillcrest Village, Texas**

It is incumbent upon any City government to manage its resources in such a way as to ensure for its citizens that the basic needs of the City are met and that a concern for overall quality of life, within its confines, is secure.

The **General Operating Budget** of the City of Hillcrest Village for fiscal year 2020-2021 has been designed with such objectives in mind. The revenues are disbursed according to the determined needs of the City and its citizens. The general objectives, as stated above, are most specifically outlined in the budget itself. This budget provides for the necessities of managing and maintaining a City government and a City office with appropriate staff. The physical property concerns of the City are addressed by funding for street maintenance, signage, mowing and city utilities. The budget provides funding for a City Inspector, including general oversight of City Ordinances, in an effort to maintain a quality of life standard for the citizens, as well as maintaining property values throughout the City. The budget also provides for the protection and welfare of the Citizens of Hillcrest Village by funding a Marshal's Department. Future needs, such as road improvement and city vehicles, have been provided for as well.

The overall objectives of the **Enterprise Fund Budget** for fiscal year 2020-2021, is to set, collect, and manage resources to accomplish certain established goals and objectives to meet the needs of the Citizens of Hillcrest Village. The general objectives of the Enterprise Budget are as follows:

Water & Sewer – The City provides and maintains a source of water with distribution system, sewer collections and processing system. The operation and maintenance of this service is contracted out. Future needs for capital improvements are addressed by current and prior reserves being set aside by existing engineering studies.

Solid Waste – The City contracts out the service for collection and disposal for the Citizens. This service provides for twice weekly pickup of solid waste and semi-annual heavy trash pickup.

Fire/EMS – The City contracts out Fire and EMS services for the Citizens.

Assessment Fee – The City collects certain fees to offset costs from State and County Agencies.

Administrative – A portion of revenues are allocated for administrative cost of, but not limited to, billing, collections, permits, fees, accounting, and office expenses.

A portion of annual tax revenues are allocated to the Enterprise Fund for any short falls.

All contingency circumstances and possible budgetary concerns of the City and the welfare of its Citizens have been provided for as much as reasonable diligent thought and attention will allow.

The 2020-2021 fiscal year budget represents the best efforts of the City of Hillcrest Village to provide for its Citizens those concerns, both addressed and implied, that require the support of City revenues.

**CITY OF HILLCREST VILLAGE, TEXAS**

**FINAL BUDGET FOR THE FISCAL YEAR**

**OCTOBER 01, 2020 – SEPTEMBER 30, 2021**

**This budget will raise more revenue from property taxes than last year's budget by \$18,541 or 9.31%, and of that amount \$599.00 is tax revenue to be raised from new property added to the tax roll this year.**

CITY of HILLCREST VILLAGE Budget '20-'21 ENTERPRISE FUND	APPROVED	AMEND	TOTAL	YTD	ANNUALIZED	PROPOSED	FINAL
	BUDGET 9/30/20	THRU 6/30/2020	BUDGET 09/30/20	ACTUAL 6/30/20	19-'20	BUDGET 9/30/21	9/14/2020
<b>REVENUE</b>							
Water Revenue	125,766		125,766	83,218	110,957	131,376	Hm count as of June 2020
Sewer Revenue	125,760		125,760	93,960	125,280	125,280	\$18.50 base, \$7.25 per 1K gal over 3K 272 hms Avg 6K Gal
Garbage Revenue	61,992		61,992	46,296	61,728	63,270	\$40.00 flat rate @ 261 hms
Fire/Health/Safety	43,848		43,848	32,773	43,697	43,697	\$18.50 flat rate @ 285 hms
Groundwater Assessment	6,624		6,624	4,932	6,576	6,528	Monthly \$ 12.60 per 289 hms
TCEQ Assessment Fee	9,936		9,936	7,230	9,640	9,936	Monthly \$ 2.00 per 272 hms
Interest	20		20	12	16	20	\$3.00 per water or sewer connection, 276 hms
Tax Revenue (Due from General)	-		-				
Late Charges (Other Revenues)	7,400		7,400	5,850	7,800	7,800	
Transfer from General	58,000		58,000			58,000	
<b>TOTAL REVENUE</b>	<b>439,346</b>	<b>-</b>	<b>439,346</b>	<b>274,271</b>	<b>365,695</b>	<b>445,907</b>	
<b>ADMINISTRATION</b>							
Bank Charges	50		50	3	4	50	
Legal & Consulting	350		350	4,033	4,033	350	
Permits & Fees	5,000		5,000	2,674	3,565	5,000	
Accounting	25,475		25,475	19,675	26,233	26,250	
Software upgrade/support(Office Exp)	465		465		-	465	
BCGCD Fees/Permits	1,800		1,800	1,350	1,800	1,800	
<b>Total Administration</b>	<b>33,140</b>	<b>-</b>	<b>33,140</b>	<b>27,735</b>	<b>35,636</b>	<b>33,915</b>	
<b>MAINTENANCE</b>							
Plant Operation	43,974		43,974	32,254	43,005	43,200	
Mowing	9,000		4,100	6,045	8,060	8,500	
Sludge Removal	10,000		10,000	3,640	4,853	5,500	
Lab Fees	8,200		8,200	8,139	10,852	12,000	
Repairs-Sewer Plant	73,800		73,800	34,926	46,568	51,000	
Repairs-Sewer Line	10,000		10,000	3,980	5,307	7,000	
Repairs-Water Equip.	65,800		65,800	26,854	35,805	42,000	
Repairs-Water Line	30,000		30,000	73,308	97,744	84,000	
Sewer Line Root Treatment	4,000		4,000	-	-	4,000	
Generator Maintenance	2,505		2,505	-	-	2,505	
Generator Repairs	2,500		2,500	-	-	3,000	
Engineering Fees	1,000		1,000	-	-	500	
<b>Total Maintenance</b>	<b>260,779</b>	<b>-</b>	<b>260,779</b>	<b>189,146</b>	<b>252,195</b>	<b>263,205</b>	
<b>CAPITAL IMPROVEMENTS</b>							
<b>TRANSFER FROM GENERAL RESERVES</b>	<b>-</b>		<b>-</b>		<b>-</b>		
<b>SUPPLIES</b>							
Office expense	1,400		1,400	897	1,196	1,400	
Plant/Chemicals(Supplies)	4,500		4,500	2,903	3,871	4,500	
Postage	1,800		1,800	1,431	1,908	1,900	
<b>Total Supplies</b>	<b>7,700</b>		<b>7,700</b>	<b>5,231</b>	<b>6,975</b>	<b>7,800</b>	

CITY of HILLCREST VILLAGE	APPROVED BUDGET	AMEND THRU	TOTAL BUDGET	YTD ACTUAL	ANNUALIZED	PROPOSED BUDGET
Budget '20-'21	9/30/20	6/30/2020	09/30/20	6/30/20	19-'20	9/30/21
ENTERPRISE FUND						
<b>UTILITIES</b>						
Electric (Utilities)	23,000		23,000	16,032	21,376	23,000
Trash Pickup	48,644		48,644	36,685	48,913	49,765
Fire/Health/Safety	42,000		42,000	31,500	42,000	42,000
<b>Total Utilities</b>	<b>113,644</b>		<b>113,644</b>	<b>84,217</b>	<b>112,289</b>	<b>114,765</b>
<b>DEBT SERVICE</b>						
Sewer-Bond Principal Retired	-		-	-	-	-
Sewer-Interest & Fiscal Charges	-		-	-	-	-
Texas Advantage Bank -Interest	-		-	-	-	-
Texas Advantage Bank - Principle	-		-	-	-	-
<b>Total Debt Service</b>						
Contingency	2,683		2,683	-	-	4,822
<b>Depreciation</b>	<b>35,480</b>		<b>35,480</b>	<b>22,941</b>	<b>35,480</b>	<b>35,480</b>
<b>TOTAL EXPENSES</b>	<b>453,426</b>		<b>453,426</b>	<b>329,270</b>	<b>442,574</b>	<b>459,987</b>
Less Depreciation	(35,480)		(35,480)			(35,480)
<b>RESERVES - CURRENT</b>						
CAPITAL IMPROVEMENTS	10,000		10,000			10,000
GENERATOR PURCHASE	3,000		3,000			3,000
UTILITY SYSTEMS IMPROVEMENTS	6,000		6,000			6,000
WW Treatment Plant Permit Renewal	2,400		2,400			2,400
<b>RESERVES - PRIOR YEAR</b>						
PRIOR-Reserve-Generator M&R	17,000		17,000	-		17,000
PRIOR-Reserve-Water Lines	15,000		15,000	-		15,000
PRIOR-Reserve-Sewer Lines	8,526		8,526	-		8,526
<b>Sewer Lines - Required TCEQ</b>						
PRIOR-Reserve Capital Improvements	74,191		74,191	-		74,191
PRIOR - Reserve Generator Purch	3,000		3,000			3,000
PRIOR - Utility Systems Improvements	27,000		27,000			27,000
PRIOR - WW Treatment Plant Permit	2,400		2,400			2,400
Prior Year Encumbered Funds	(147,117)		(147,117)			(147,117)
<b>TOTAL EXPENSES/RESERVES</b>	<b>439,346</b>	-	<b>439,346</b>	<b>329,270</b>	<b>442,574</b>	<b>445,907</b>
<b>Overage/(Shortage)</b>				<b>(54,999)</b>	<b>(76,880)</b>	

CITY of HILLCREST VILLAGE	APPROVED	AMEND	TOTAL	YTD	ANNUALIZED	PROPOSED	PRELIMINARY
	BUDGET 9/30/20	THRU 6/30/2020	BUDGET 09/30/20	ACTUAL 6/30/20	19-'20	BUDGET 9/30/21	
Budget '20-'21							8/24/2020
GENERAL FUND							
<b>REVENUE</b>							
Current YR Tax Revenue	197,881		197,881	193,178		217,631	M&O .389010 * 55,944,865
Tax Revenue allocated to Debt			-				Debt 0.00
^ Exemption for 65 older to 25,000							Total Rate: .389010
<b>Sub-total Tax Revenue</b>	<b>197,881</b>	<b>-</b>	<b>197,881</b>	<b>193,178</b>	<b>-</b>	<b>217,631</b>	LY Rate: .389010 \$50,867,776
Franchise Revenue	44,000		44,000	30,138	40,184	42,000	M&O .389010
Bldg Permit Rev	3,000		3,000	3,684	4,912	3,000	Debt 0.0
Interest Revenue	4,000		4,000	4,957	6,609	4,000	
Building Rental	1,000		1,000	150	200	800	
Other Revenue/Xmas Candles	1,800		1,800	1,921	1,921	1,800	
Other Income-Marshal Training				685	685	685	
<b>TOTAL REVENUE</b>	<b>251,681</b>	<b>-</b>	<b>251,681</b>	<b>234,713</b>	<b>54,511</b>	<b>269,916</b>	
<b>ADMINISTRATION</b>							
Bank Charges	50		50	-	-	50	
Communications - Website/Call Service	1,400		1,400	801	1,068	3,400	
Email Hosting	800					960	
Disaster/Storm	3,000					-	
Election	1,400		1,400			1,400	
Insurance	5,100		5,100	3,133	4,177	5,100	
Janitorial						1,840	
Accounting	16,990		16,990	13,117	17,489	17,500	
Legal/Consult	2,000		2,000	-	-	2,000	
Tax Department	1,500		1,500	1,036	1,381	1,500	
Memberships	1,500		1,500	791	1,055	1,200	
Meetings	160		160	80	107	200	
Ordinance - Legal Expense	1,500		1,500	-	-	1,500	
Office Expense	900		900	1,381	1,841	1,800	
Postage	150		150		-	150	
Repairs	2,000		2,000	210	280	2,000	
Salaries (Clerk)	4,600		4,600	3,450	4,600	4,800	
Salaries (City Coordinator0						7,500	
Payroll Taxes	410		410	290	387	1,150	
Utilities	1,700		1,700	1,135	1,513	1,700	
Telephone	5,200		5,200	5,072	6,763	6,800	
<b>Total Administration</b>	<b>50,360</b>	<b>-</b>	<b>50,360</b>	<b>30,496</b>	<b>40,661</b>	<b>62,550</b>	
<b>SUBDIVISION &amp; PLANNING</b>							
Inspections	1,000		1,000	330	330	1,000	
Legal	1,000		1,000	-	-	1,000	
<b>Total Subdivision &amp; Planning</b>	<b>2,000</b>		<b>2,000</b>	<b>330</b>	<b>330</b>	<b>2,000</b>	
<b>CITY of HILLCREST VILLAGE</b>	<b>APPROVED</b>	<b>AMEND</b>	<b>TOTAL</b>	<b>YTD</b>	<b>ANNUALIZED</b>	<b>PROPOSED</b>	
Budget '20-'21	BUDGET	THRU	BUDGET	ACTUAL	19-'20	BUDGET	
GENERAL FUND	9/30/20	6/30/2020	09/30/20	6/30/20	19-'20	9/30/21	
<b>STREETS &amp; DRAINAGE</b>							



Street Maintenance/Striping	5,200			5,200	63,680	63,680	5,000
Drainage	3,500			3,500	2,780	2,780	3,500
Signs	400			400	-	-	400
<b>Total Streets &amp; Drainage</b>	<b>9,100</b>	-		<b>9,100</b>	<b>66,460</b>	<b>66,460</b>	<b>8,900</b>
<b>EMERGENCY MANAGEMENT</b>							
Emergency Management	500			250	-	-	600
Email Hosting	100			600	-	-	100
<b>Total Emergency Management</b>	<b>600</b>	-		<b>600</b>	-	-	<b>700</b>
<b>LIGHTS, LIGHTING, BEAUTIFICATION</b>							
Utilities	8,000			8,000	7,765	7,765	8,000
Community Relations - Xmas Exp	1,500			1,500	1,483	1,483	1,500
City Mowing/Tree Trimming	28,100			28,100	21,067	28,089	28,100
<b>Total Lighting &amp; Beautification</b>	<b>37,600</b>	-		<b>37,600</b>	<b>28,374</b>	<b>37,338</b>	<b>37,600</b>
<b>MARSHAL</b>							
Auto-Gas, Oil, Maint.	7,500			7,500	1,935	2,580	2,850
Communications	800			800	300	400	800
Insurance	8,000			8,000	5,629	7,505	8,000
Training	1,000			1,000	525	700	900
Membership	50			50	-	-	50
Office Expense/Telephone/Utilities	2,200			2,200	1,403	1,871	1,900
Supplies/Equipment	3,500			3,500	2,562	3,416	3,000
Marshal Salary	12,100			12,100	9,075	12,100	12,100
Payroll Taxes	5,000			5,000	3,110	4,147	5,000
Uniforms	100			100	-	-	100
Officer Salary	36,720			36,720	26,370	35,160	36,720
<b>Total Marshal</b>	<b>76,970</b>	-		<b>76,970</b>	<b>50,909</b>	<b>67,879</b>	<b>71,420</b>
<b>SUB-TOTAL EXPENDITURES</b>	<b>176,630</b>			<b>176,630</b>	<b>110,109</b>	<b>146,208</b>	<b>183,170</b>
<b>CONTINGENCY</b>	<b>3,051</b>			<b>3,051</b>	-	-	<b>5,746</b>
<b>TRANSFER TO ENTERPRISE</b>	<b>58,000</b>			<b>58,000</b>			<b>58,000</b>
<b>TOTAL EXPENDITURES</b>	<b>237,681</b>			<b>237,681</b>	<b>176,569</b>	<b>212,668</b>	<b>246,916</b>
<b>RESERVES - CURRENT</b>							
Reserve-Patrol Car	5,000			5,000	-	-	7,000
Reserve-Streets	9,000			9,000	-	-	9,000
Reserve - Emergency Preparedness							7,000
Reserve - Marshal Communication Equip							-
<b>RESERVES PRIOR YEAR</b>							
PRIOR Reserve Patrol Car				21,000	-	-	-
PRIOR Reserve Streets	152,598			143,598	-	-	152,598
PRIOR Reserve Office Furniture/Equipment	2,300			2,300	-	-	2,300
PRIOR Reserve Emergency Preparedness							-
PRIOR Reserve Marshal Comm Equip							-
<b>Prior encumbered funds</b>	<b>(154,898)</b>			<b>(154,898)</b>			<b>(154,898)</b>
<b>TOTAL EXPENDITURES/RESERVES</b>	<b>251,681</b>	-		<b>251,681</b>	<b>176,569</b>	<b>212,668</b>	<b>269,916</b>
<b>Overage/(Shortage)</b>	<b>-</b>	-		<b>-</b>	<b>58,144</b>	<b>(158,156)</b>	<b>-</b>