

CITY OF PORT LAVACA, TEXAS “TREASURE”



ANNUAL BUDGET

2020-2021

We understand how difficult it can be to find what you're looking for in such a complex document. We've made every effort to provide an easy way to navigate through this document to areas of interest.

The City of Port Lavaca's Annual Budget is divided into the following eleven (11) sections:

Budget Message

This section contains the City Manager's Budget Transmittal Letter and a summary narrative of the budget plan.

City Profile

This section provides our organizational chart, the City's history and information about our City today.

Budget Summaries

This section depicts the "big picture" of city wide revenue and expenditures, reflects the changes in fund balance or working capital for each budgeted fund and provides comparison to prior year.

Revenue Assumptions and Trends

This section provides revenue descriptions, trends and assumptions for major revenue line items. Detailed revenue information can be found within each respective fund.

General Fund

The General Fund is the general operating fund of the City. This section provides a three (3) year comparative summary and detailed information for revenue and expenditures. You will also find each operating department's mission, upcoming goals, budget history, performance measures and major additions related to the General Fund.

Enterprise Funds

This section provides a three (3) year comparative summary and detailed information for revenue and expenditures. You will also find each department's mission, upcoming goals, budget history, performance measures and major additions related to the Public Utility, Beach and Port Revenue Funds.

Special Revenue Funds

This section includes special revenues such as the Hotel/Motel, Forfeiture, Building Security, Economic Development, Redflex Traffic, Court Technology and Juvenile Case Manager Funds. These funds are legally restricted for certain purposes.

Capital

This section provides current year capital expenditures and projects for all major funds and the City's Five Year Capital Improvement Plan.

City Wide Debt

This section provides summary and detailed information on all debt issued and each annual debt service obligation by fund.

Statistical Information

This section provides statistical and historical information.

Appendix

This section provides the City's budgetary and financial policies, personnel staffing and compensation plan, glossary of terms, acronyms and index.

Table of Contents

BUDGET MESSAGE	6
CITY PROFILE	15
ELECTED OFFICIALS	15
Strategic Plan and Goals	18
City Officials	23
Organizational Chart	24
History of Port Lavaca, Texas	25
Snapshot of Port Lavaca Today	27
Combined Budget Overview	30
Changes in Fund Balance/Working Capital	31
Combined Revenue and Expenditures Summary	32
REVENUE ASSUMPTIONS AND TRENDS	33
City Wide Revenue	33
General Fund Revenue	35
General Fund Future Outlook	39
GENERAL FUND	41
General Fund Revenue	41
General Fund Expenditures by Function	45
Departmental Summaries	47
CITY COUNCIL	47
CITY MANAGER	49
CITY SECRETARY	51
HUMAN RESOURCE	53
MUNICIPAL COURT	55
TECHNOLOGY SERVICES	57
ECONOMIC DEVELOPMENT	58
FINANCE	61
CITY HALL	63
POLICE	64
FIRE	67
ANIMAL CONTROL	70
CODE ENFORCEMENT	72
STREETS	74
PARKS	76

BUDGET MESSAGE

BAUER CENTER.....	78
NON-DEPARTMENTAL.....	80
ENTERPRISE FUNDS.....	82
Public Utility Fund Revenue	85
Public Utility Expenditures by Function	87
Departmental Summaries	89
TECHNOLOGY SERVICES	89
UTILITY BILLING	90
MAINTENANCE	93
WASTEWATER	96
NON-DEPARTMENTAL.....	98
BEACH FUND.....	100
Beach Fund Revenue.....	101
Beach Fund Expenditures.....	103
Beach Fund Departmental Summary	104
Port Revenue Fund Revenue.....	107
Port Revenue Fund Expenditures.....	109
SPECIAL REVENUE FUNDS	112
HOTEL MOTEL FUND	112
FORFEITURE FUND.....	116
BUILDING SECURITY FUND	118
ECONOMIC DEVELOPMENT FUND	120
REDFLEX TRAFFIC FUND	122
COURT TECHNOLOGY FUND.....	124
JUVENILE CASE MANAGER FUND	126
CAPITAL	128
Capital Improvement Plan.....	128
Five Year Capital Improvement Plan Summary- All Funds	129
2019 – 2020 CAPITAL EXPENDITURES BY FUNDS	134
CITY WIDE DEBT	144
Long Term Debt	144
Property Tax Supported Debt.....	145
2012 General Obligation Refunding Bond	145
PUBLIC UTILITY FUND SUPPORTED DEBT.....	146
2011 General Obligation Refunding Bonds.....	146

BUDGET MESSAGE

2016 General Obligation Refunding Bonds.....	147
Port Revenue Supported Debt	148
2008 Combination Tax & Surplus Harbor System Revenue Certificates of Obligation.....	148
2018 Combination Tax and Surplus Harbor System Revenue Certificates of Obligation Bond ..	149
Outstanding Debt Issue by Series.....	150
STATISTICAL INFORMATION.....	153
APPENDIX	185
Budgetary Process and Guidelines	185
FY 2019- 2020 Budget Planning Calendar	186
Summary Description of the Budget Process.....	188
Fund Structure.....	193
Budget Ordinance.....	195
Tax Rate Ordinance	195
Resolution of the City of Port Lavaca, Texas.....	198
Budgetary & Financial Management Policies.....	198
Financial Management Policies	200
Fund Balance Policy.....	200
Revenue Management Policy	202
Expenditure Control Policy.....	205
Long-Term Debt Policy.....	206
.....	208
Investment Policy Summary.....	208
Capital Asset Policy.....	209
A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PROGRAM	213
Compensation and Staffing Plan	214
Long-Term Financial Planning	216
Glossary of Terms	225
Acronyms	230
INDEX	232

What is P.R.I.D.E?

The City's Strategic Plan reflects a theme of our leadership principles and expectations—better known as **"Port Lavaca PRIDE"**. The FY 2011-2012 Budget marked our first year using the theme **"Bringing Back the Pride"**. Since then, each year **"PRIDE"** has continued to be our foundation. At first, "pride" solely focused our budget around any initiative that improved the quality of life for our citizens, thereby bringing improvements back to the community that made residents proud. "Pride" *today* means displaying Passion, Responsibility, Integrity, Desire and Example in all city initiatives. This theme has become the focus of the senior staff and employees-- pride for the community and pride for the job.

Passion: we will have a passion for our community, our vision and our job

Responsibility: we will treat all citizens and our team in a responsible manner

Integrity: we will lead with integrity and follow with encouragement

Desire: we will share the desire to make things better

Example: we will set the right example for our employees and our team

These values support the city's customers-- its citizens. When taking an action, we will consider the following:

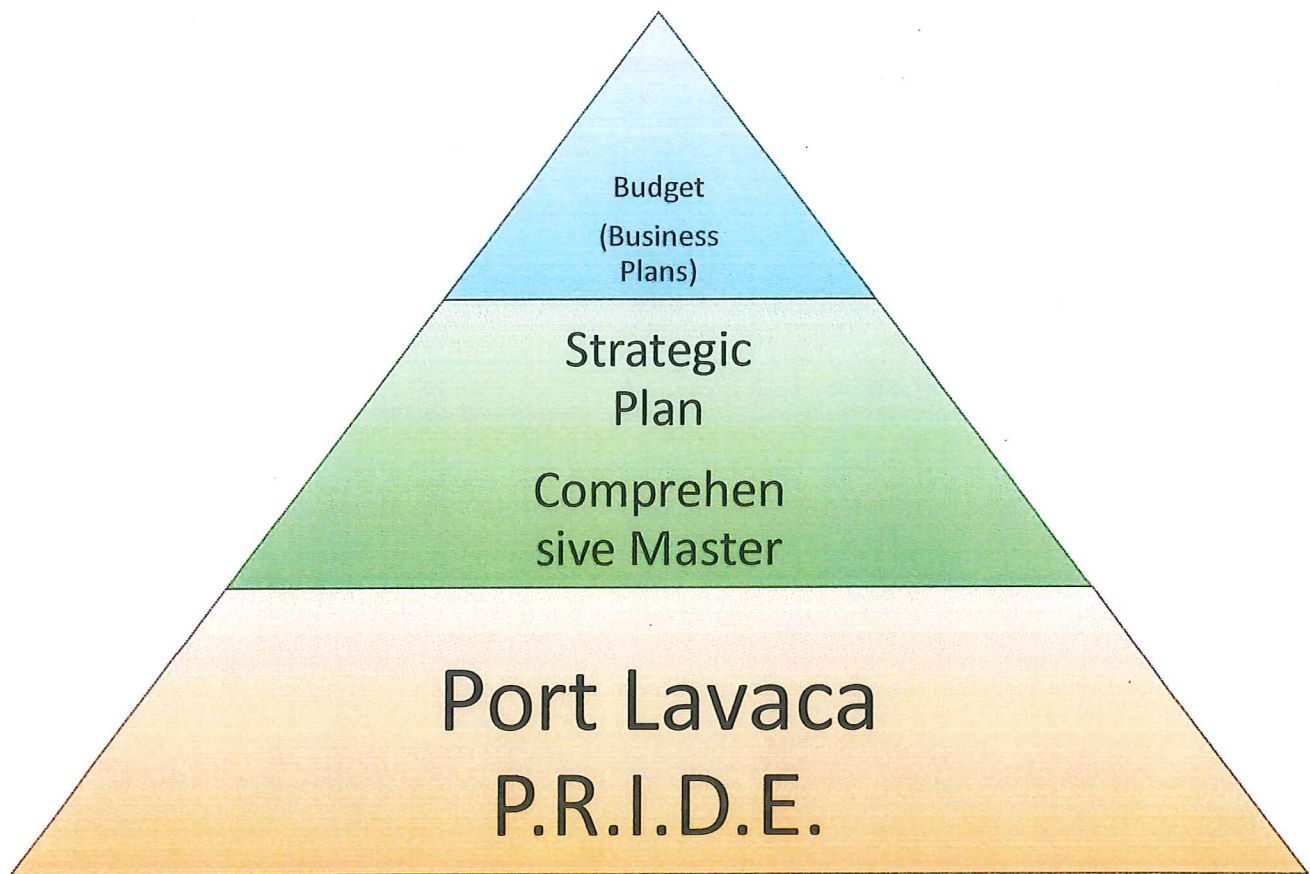
- How does this help Mr. or Ms. Citizen?
- How does this help their quality of life?
- How does this help their standard of living?

The strategic plan has continued to set the tone for the budget process that began in February. The City Manager and Key Leader Team reviewed Departmental Business Plans (objectives) from the previous year to determine if the goals/objectives set were attained. Through these discussions, a new set of objectives were placed in each department's business plan in an effort to meet Council's expectations also known as City Council Goal Statements.

These goal statements support the areas of Governance, Quality of Life, Infrastructure, Community and Business Development. More information on the Strategic Plan can be found in the **City Profile** section of this book.

***"To become truly great, one has to stand
with the people, not above them."***

Charles de Montesquieu



Reviewing our Priorities for the 2020-2021 Budget

What did we do last year? Is our budget focus changing?

Our prior year's budget along with previous years budgets have been focused on improving the City's image by adding improvements in City Parks and Waterfront facilities. This was accomplished through numerous public improvement projects such as the following:

- Renovations to Bayfront Pier
- Re-roof Bauer Community Center
- Purchased Smith Harbor, Port Lavaca Channel & Dock and Bean/Lundberg properties

With **PRIDE** still as our central theme, the City's capital budget remained focused on continuing improvements in our parks and waterfront facilities. However, other infrastructure improvement measures were accounted for to assure replacement of aging infrastructure such as streets, waterlines and sewer lines. Most notably were the replacement of Lighthouse Beach playscape, construction of Tilley Street sidewalk, and replacement of the boat ramp docks at Bayfront Park.

Budget Challenges Addressed

Issues to be addressed below:

1. The City's largest revenue sources for the General Fund are tied to property tax and sales tax. Property taxes increased due to properties damaged by Hurricane Harvey being improved. Also, the sales tax appears to have steady growth. Port Lavaca had little population growth in the last 10 years which results in high property tax rates as compared to other Texas cities its size.
2. The City struggles to maintain quality personnel and, with this desire, comes the need to maintain a competitive salary with surrounding cities.

How we addressed the issues:

The fiscal year 2020-2021 adopted budget utilized business plans that were developed in support of the City's **Strategic Plan**. The Strategic Plan links the City Council to the workforce—working together to improve Governance, Quality of Life, Infrastructure, Business Development and Community Development. Capital projects and expenditures were prioritized early in the budget process based on these same guiding principles.

Other decisions made to maintain service levels and to fund strategic initiatives are as follows:

- The City has hired an Economic Development Director that will progressively work to attract new investors and improve the City's housing stock.
- The City will continue to review all franchise agreements and make recommended changes.
- The City will do energy audits in an effort to reduce expenses.
- The City will use a phased in approach to build in the recommended compensation plan scale.

- The City continues to budget to cover depreciation in each enterprise fund. This practice builds the reserve to replace infrastructure assets rather than issue debt.
- The City annually reviews the budgetary/financial policy document to analyze the adequacy of reserve levels and revenue management practices. This is performed regardless of the economy climate.

With the decisions above coupled with steady increases in sales tax revenue, the City was able to build a solid service plan along with funding some major public improvements as explained in more detail below.

Outlook for the Future

The Calhoun County area is a major industrial hub on the Texas Gulf Coast; serving as a well-developed regional network of interconnecting transportation systems. Industrial sites are served by the Gulf Intracoastal Waterway and branch channels including the Victoria Barge Canal. Calhoun County is located in the middle of the world's largest concentration of petrochemical plants - an area which stretches along the Texas Coast from Corpus Christi to Port Arthur. The strong County industry has helped Port Lavaca maintain a stable revenue growth especially during this time of economic uncertainty.

Many developments are taking place in Port Lavaca and in our extra-territorial jurisdiction (ETJ). With this in mind, the City will focus improvement plans to capitalize on this growth. We will examine infrastructure needs. The City will continue to build “PRIDE” programs that will benefit our businesses and citizens. Some of these programs or missions are as follows:

- Park improvements and amenities that support our children and senior citizens
- Support community and business development
- Form partnerships to “braid” community resources
- Promote a community that respects and embraces all cultures
- Rebuild low income homes for residents who qualify through grants

The City’s capital program strategy for infrastructure improvements replaces water and/or sewer lines prior to any street improvements. This has become part of the capital improvement program strategy rolling forward each year. Over the next five years, the City will invest in drainage, streets, parks and wastewater projects through its capital improvements program. Listed below are short- and long-term objectives:

Replace/Maintain Infrastructure

- Street improvement projects; build reserve to fund a major project every 2-3 years
- Continue with seal coat program
- Lift station upgrades
- Replacement of water/sewer lines using grants and local dollars

Enhance City Parks & Downtown

- Improve Wilson Park and Bayfront Park for
- Demolish abandoned pier at Light House Beach Park
- Replace sidewalks downtown
- Provide incentives (façade grants) to restore downtown buildings

Environmental Code Improvement

- Continue to budget for demolition of abandoned/dilapidated structures and weed lot compliance
- Improve the housing stock through various incentive programs
- Enforce building codes

Conclusion

With Port Lavaca anchored to its **PRIDE** values—this budget looks ahead with the **P**assion for its community and a **D**esire to build a budget to make things better for its residents and visitors. It is a budget poised for growth. Plans and programs that began five years ago have proven successful and provide a stable foundation upon which to build. This year's budget and corresponding Five Year Capital Plan address our current organization and infrastructure needs. The City is currently working on a comprehensive master plan that will further define the road map of the future well beyond five years. We will continue to improve or add programs that please the citizens we serve. As in years past, we want to thank a very supportive and progressive City Council and the great employees of the City of Port Lavaca without whom none of this would have been possible.

Joanna Weaver, Interim City Manager

Sandra J. Mason, Finance Director

CITY PROFILE

**CITY OF PORT LAVACA
ELECTED OFFICIALS 2020-2021**

The City has a home-rule Council-Manager form of government. The elected body is made up of a Mayor, who is elected at large, and six Council Members elected by district. The Mayor is elected for a two-year term while Council Members are all elected for staggered three-year terms. The City Manager is appointed by the City Council and is responsible for implementation of City Council policy and all day-to-day operations of the City.



Jack Whitlow
Mayor

PORT LAVACA
CITY ELECTED OFFICIALS
FY 2020-2021



Jerry Smith
Councilmember, District 1



Tim Dent
Councilmember, District 2



W. Allen Tippit, Jr.
Councilmember, District 3

Our Mission

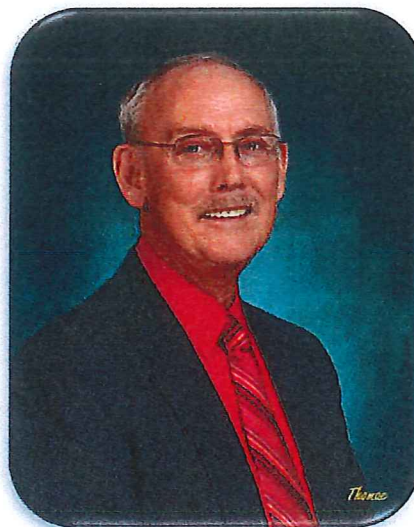
Our mission is to make Port Lavaca a desirable place to live through quality services, responsible use of public resources, and a progressive attitude toward community development. With enthusiasm, integrity, and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

Our vision

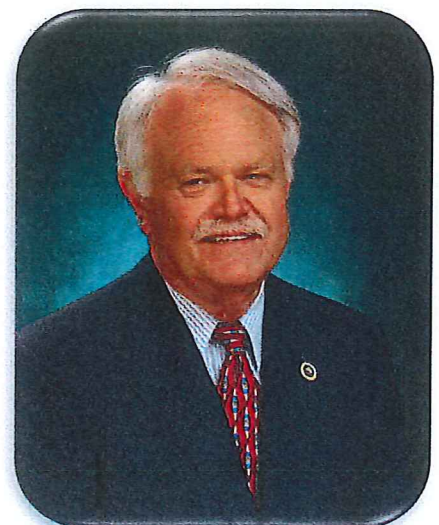
The Mayor and the City Council envision a friendly town on Lavaca Bay where economic and recreational opportunities abound, providing for a wonderful quality of life for both citizens and tourists, rich in history and looking toward a vibrant future!



Rosie Padron
Councilmember, District 4



Jim Ward
Councilmember, District 5

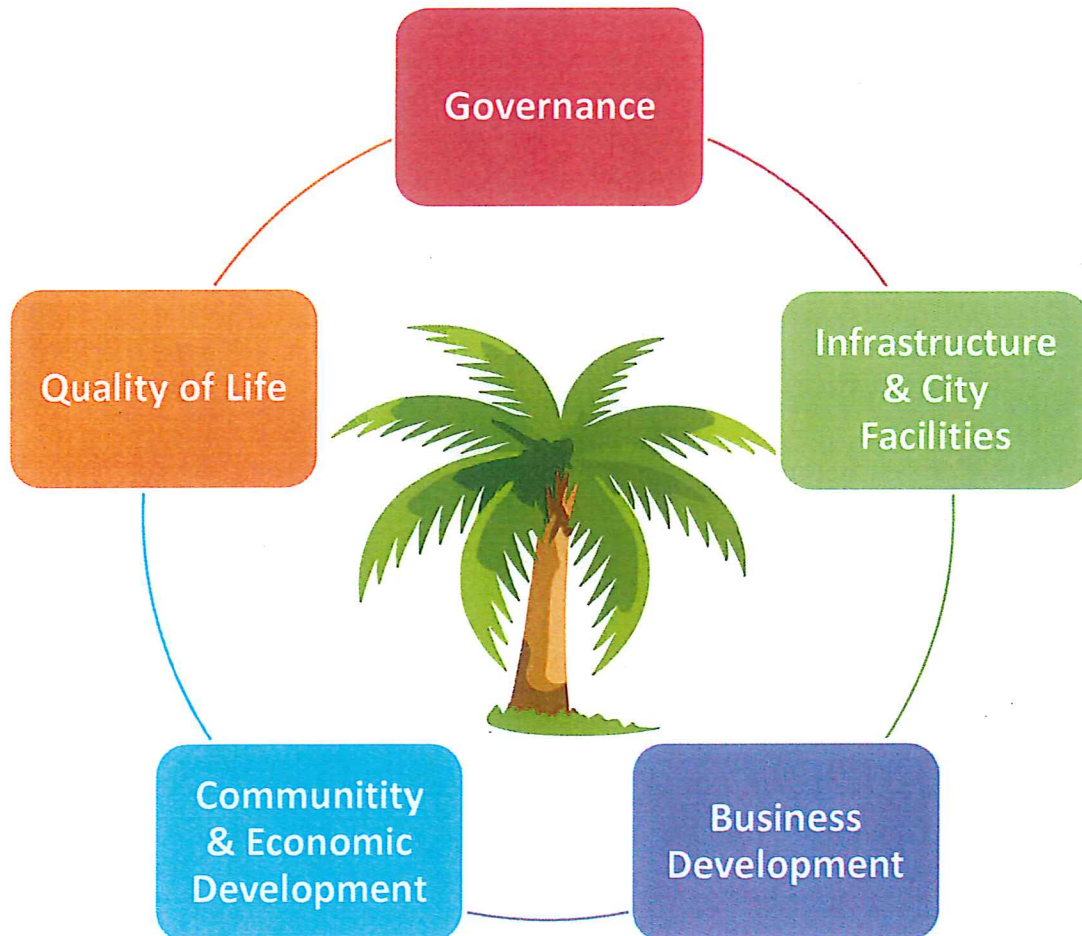


Ken Barr
Councilmember, District 6

Strategic Plan and Goals

Strategic Plan

Port Lavaca adopted a Strategic Plan on May 14, 2012 consisting of five areas of emphasis (Governance, Infrastructure, Business Development, Community Development, & Quality of Life) shown in the graph below. This plan will enable the City to continue to grow and provide the citizens of Port Lavaca with exceptional service. The graph below depicts each dimension of the plan. The following page shows Council's corresponding strategic goal for this fiscal year.



City Council Area of Emphasis with Associated Goal Statement

Fiscal Year 2020-2021 Strategic Focus*

Governance*



Port Lavaca residents are well informed and involved with the affairs of local city government.

Infrastructure & City Facilities



Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.

Business Development



Port Lavaca is known for creating a business development program that is responsive to existing business needs.

Community*



Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

Quality of Life



Port Lavaca residents enjoy a safe community with great amenities and affordable living.

Linking Long-Term Goals to Departmental Objectives

For the 2019-2020 Budget, each department has outlined a description of services and aligned themselves with the Council's Goals and the City's Leadership Values better known as Port Lavaca P.R.I.D.E. This theme has become the model for senior staff and employees to meet management expectations.

Passion: we will have a passion for our community, our vision and our job

Responsibility: we will treat all citizens and our team in a responsible manner

Integrity: we will lead with integrity and follow with encouragement

Desire: we will share the desire to make things better

Example: we will set the right example for our employees and our team

In order to succeed in the fulfillment of these goals, department staff compiled their own operational goals and objectives for the coming year. When compared to prior year accomplishments, these goals and objectives help us mark our progress toward the achievement of the City Council's goals. The section below shows the linkage of our short-term departmental objectives to long-term council goals.

City Officials

FY 2020-2021

Appointed Offices

Joanna Weaver

Interim, City Manager

Reymundo Perez

Municipal Court Judge

Division Directors

Sandra Mason

Finance Director

Mandy Grant

City Secretary

Joe Reyes

Fire Chief

Colin Rangnow

Police Chief

Wayne Shaffer

Director of Public Works

Joanna Weaver

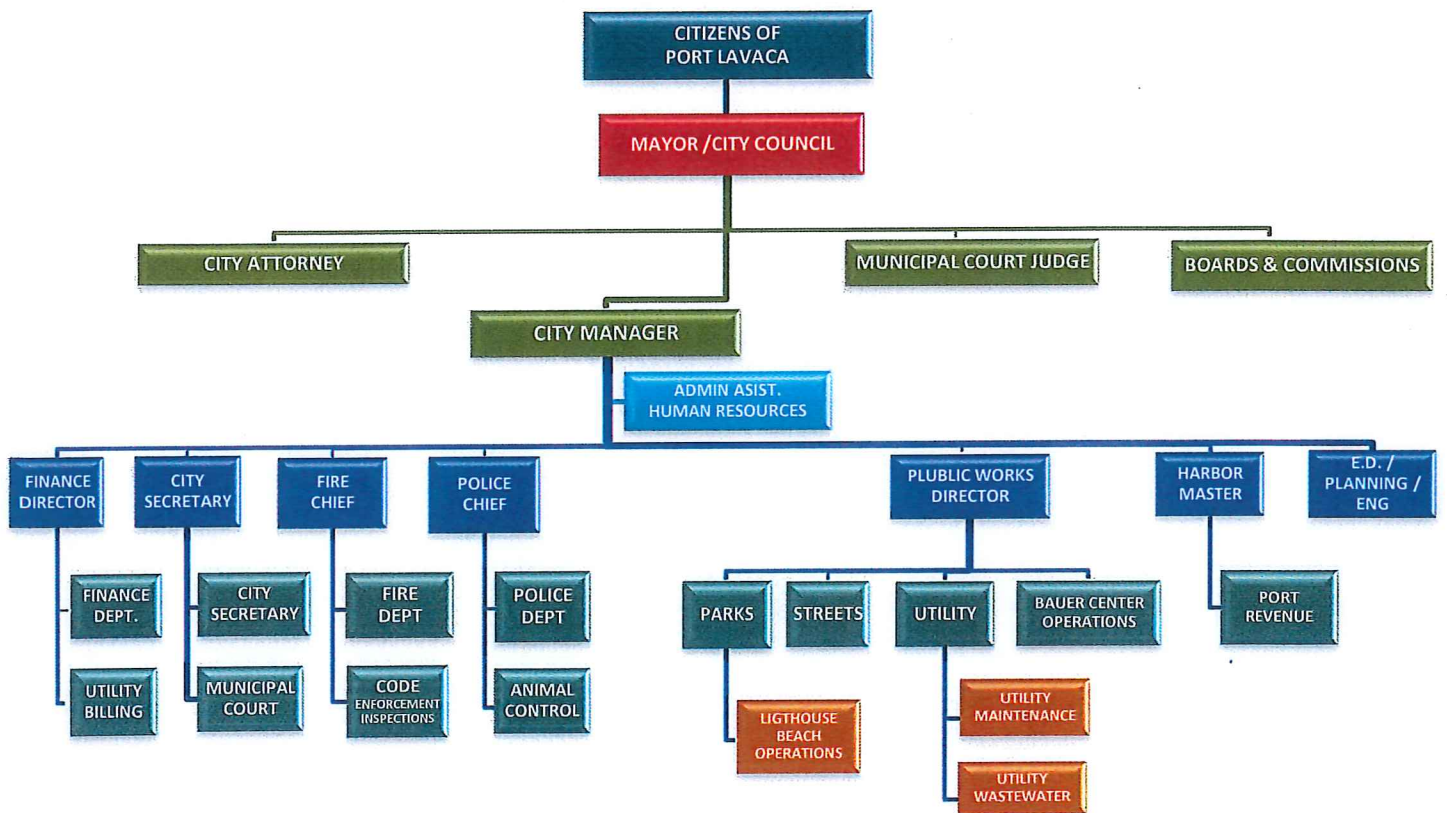
Economic Development Director/ Engineering

James Rudellat

Harbor Master



Organizational Chart



Snapshot of Port Lavaca Today

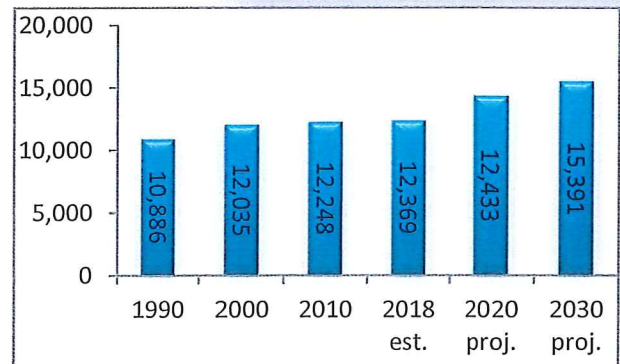
Location

The City of Port Lavaca is the central hub between Houston, Corpus Christi and San Antonio and is the county seat of Calhoun County. Located in the center of the Texas Gulf Coast, the City is about 14 square miles, of which 3.8 miles is along the water.



Population

According to the 2010 census, Port Lavaca is currently home to about 12,433 residents. The graph to the right represents the City's population beginning in 1990 to the estimated 2020, based on the records of the U.S. Census Bureau. The City, according to the Texas Water Development Board is projected to reach 15,391 by 2030. The City has seen slow, but steady growth.



Schools

Port Lavaca is served by the Calhoun County Independent School District (CCISD) and Our Lady of the Gulf Catholic School. The CCISD presently has two Pre-Kindergarten through Fifth grade elementary schools: H.J.M. Elementary and Jackson/Roosevelt Elementary; one Sixth through Eighth grade middle school: Travis Middle School; and two high schools. Calhoun High School serves the Ninth through Twelfth grades. Our Lady of the Gulf Catholic School serves Pre-Kindergarten through 8th grade. Hope High School accommodates mainly students with special needs. The photo above is of Calhoun High School.



History of Port Lavaca, Texas

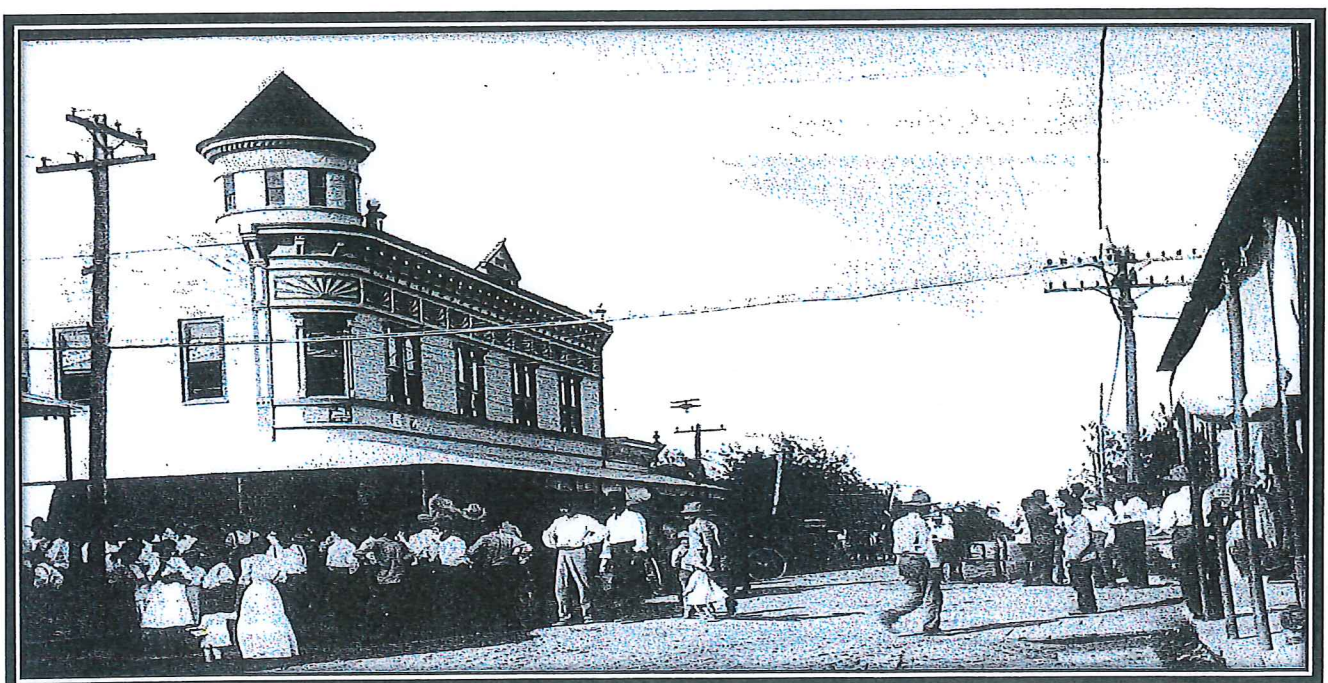
The City of Port Lavaca celebrated 175 years of rich history in 2015.

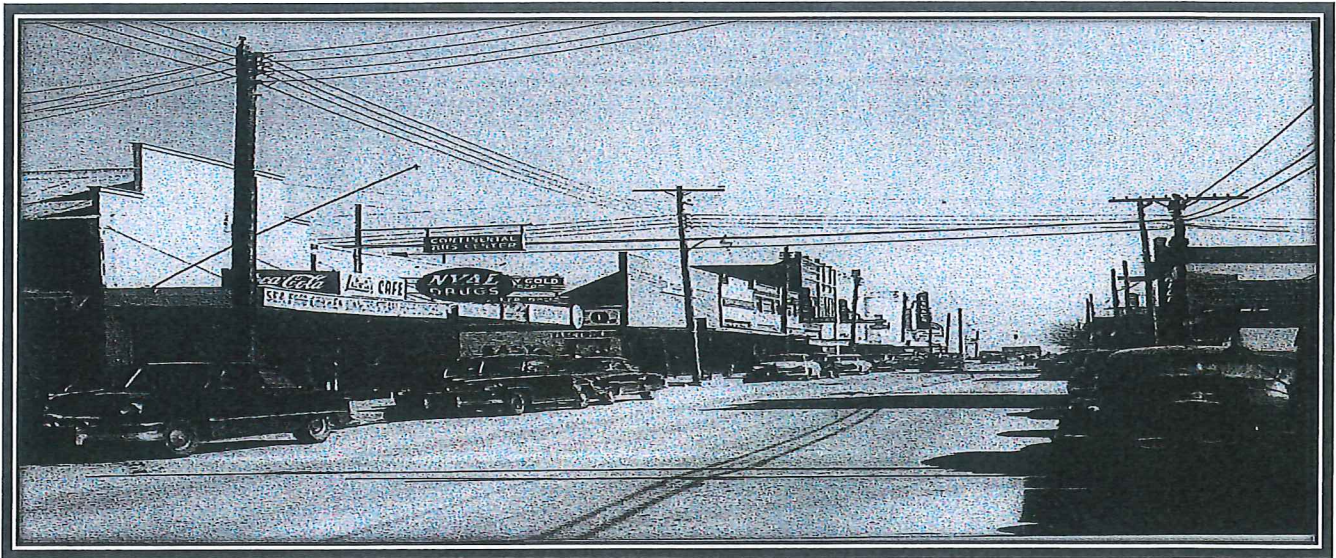
The area in and around Port Lavaca and adjacent to Lavaca Bay, formally known as San Bernardo Bay, was used by the Spanish as a port from which to expand their missions and military garrisons in the Spanish territory, now known as Texas, in the early 1500s and for some 250 years thereafter.

San Bernardo Bay was later renamed Lavaca Bay because of the abundance of buffalo found in the area, which were called cows, *la vaca* being the Spanish words for *the cow*.

The year 1840 is generally accepted by all historians as the date the town of Lavaca officially began. The town was formally laid out and platted in 1842. "In 1846, Calhoun County was created and Lavaca was designated the county seat. The city of Lavaca was incorporated in 1848. Although incorporated as Lavaca, the town was also known as Port Lavaca because of its harbor facilities."

The Gulf Intracoastal Waterway was connected to Port Lavaca in 1913 and a seawall was completed in 1920. Port Lavaca was an active fishing port in the first half of the 20th Century. Shrimp and frozen seafood became major items for export. Natural gas and oil were discovered in 1934 and 1935.





From the late 1940s, major manufacturing began to contribute to Port Lavaca's growth. The Port Lavaca Causeway was opened in 1944.

Port Lavaca has from its origin been a center for the seafood industry and a prominent port. Port Lavaca returned to its origins in 1963 when the Matagorda channel was dredged to a depth of 36 feet from the Gulf to its present terminal near Port Lavaca. Deep water vessels were able to serve the area's major industries. Over 275 deep water vessels visited Port Lavaca in 1997. Port facilities on Lavaca Bay ranked as the fourth largest in the State of Texas.

Our thanks to Calhoun County author and historian, Mr. George Fred Rhodes, for so graciously permitting us to quote from his article Brief History of the City of Port Lavaca, Texas, February 26, 1990, published in Port Lavaca, Texas, 150th Birthday Celebration 1840 – 1990.



Culture and Recreation

Port Lavaca is one of the most family-friendly cities you will ever visit! There is so much to do in this city by the bay. Residents and visitors of all ages may take part in the many diverse activities available. With many fishing tournaments throughout the year, the outdoorsman will find plenty to do. Whether it is fishing, boating or relaxing in the gentle breeze, **Port Lavaca has it all!**

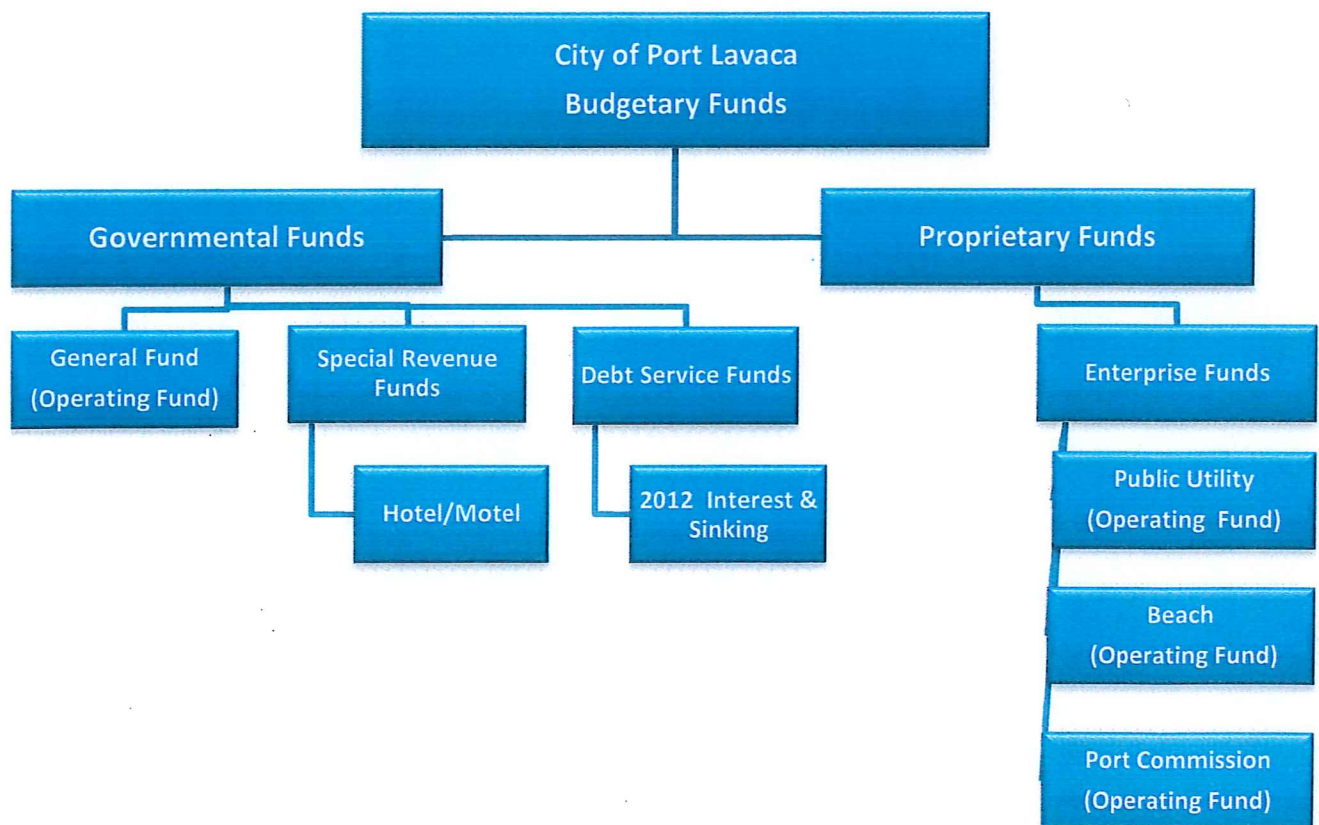
Port Lavaca provides a variety of restaurants ranging from Mexican food to seafood. There is also an excellent golf course at the Hatch Bend Country Club. There are many vacant houses and lots on the bay for those who wish to make Port Lavaca their home.

Port Lavaca has many other amenities to offer including the following: beaches, shopping, movie theater, pool, convention center, a lighthouse and motels.



Budgetary Fund Structure

The illustration below is intended to serve as a “big picture” overview for the City of Port Lavaca’s Fiscal Year 2020-2021 budgeted fund structure. The adopted budget presents four operating funds (General, Public Utility, Beach and Port), one special revenue fund (Hotel/Motel) and one debt service fund (2012 Interest & Sinking). Not all funds of the City are appropriated (i.e., budgeted). Capital projects and most of the City’s special revenue funds are recorded on a project length basis as opposed to annual appropriation. Each fund is used to maintain control over resources that have been segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The budgeted funds of the City can be divided into two categories: governmental funds and proprietary funds. Governmental Funds are supported primarily with taxes while proprietary funds are supported by user charges. Operating funds provide for the day to day operations of the City. They account for all routine expenditures and capital outlay items. Debt service funds, also known as interest and sinking funds, are governmental type funds used for the accumulation of resources to pay off long-term debt. Special Revenue funds, such as the Hotel/Motel, are used to account for the proceeds of specific revenue that are legally restricted to expenditures for specified purposes. A more in-depth explanation of the budget is depicted with graphs, charts and a narrative of revenue and expenditures within the detail of each respective fund.



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
REVENUE SUMMARY							
TAXES	7,651,571.57	8,131,606.82	7,194,600.00	7,268,367.39	7,572,560.00		
LICENSES & PERMITS	154,056.09	122,907.50	96,500.00	146,218.24	118,700.00		
USER & SERVICE CHARGES	13,454.33	55,599.00	61,500.00	32,359.00	36,000.00		
FINES & FORFEITURES	315,169.80	284,951.71	287,000.00	184,924.54	262,000.00		
OTHER REVENUE	211,337.08	363,364.90	2,210,107.86	172,409.27	3,928,993.95		
GRANT AND CONTRIBUTION R	268,461.11	269,931.56	257,800.00	205,248.01	257,800.00		
INTERGOVERNMENTAL REVENUE	636,394.86	1,433,482.29	486,773.00	487,229.54	975,510.00		
** TOTAL REVENUE **	9,250,444.84	10,661,843.78	10,594,280.86	8,496,755.99	13,151,563.95		

EXPENDITURE SUMMARY

CITY COUNCIL

PERSONNEL SERVICES	31,075.24	31,078.69	31,110.00	26,242.87	31,110.00		
MATERIALS & SUPPLIES	227.25	441.47	500.00	97.00	500.00		
50010521.01 OFFICE	PERMANENT NOTES:						
	MINUTE BOOKS						
SERVICES	1,339.90	1,749.34	1,750.00	578.10	1,500.00		
50010531.01 TRAVEL & TRAINING	PERMANENT NOTES:						
	TML REGIONAL MEETINGS						
	TML CONFERENCE BUDGETED IN NON-DEPARTMENTAL						
50010536.02 TELEPHONE	PERMANENT NOTES:						
	MAYOR'S CELL PHONE						
TOTAL CITY COUNCIL	32,642.39	33,269.50	33,360.00	26,917.97	33,110.00		

CITY MANAGER

PERSONNEL SERVICES	229,644.27	195,797.22	204,150.00	164,807.24	115,881.51		
MATERIALS & SUPPLIES	2,112.84	465.69	700.00	224.36	600.00		
SERVICES	97,469.84	9,541.48	9,750.00	16,800.68	126,840.00		
50020531.01 TRAVEL & TRAINING	PERMANENT NOTES:						
	TCMA CONFERENCE						
	TCMA REGIONAL MEETINGS (QTRLY)						
	LEGISLATIVE MEETINGS (NEW)						
50020531.04 DUES, SUBSCR., & PUBLICAT	PERMANENT NOTES:						
	ICMA						

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

TCMA							
50020533.14	CONTRACTED SERVICES	PERMANENT NOTES: INCLUDES AN INTERIM CITY MANAGER PAY FOR 7 MONTHS					
50020536.02	TELEPHONE	PERMANENT NOTES: INCLUDES CELL PHONE					
TOTAL CITY MANAGER		329,226.95	205,804.39	214,600.00	181,832.28	243,321.51	

CITY SECRETARY							

PERSONNEL SERVICES		165,213.51	163,287.79	169,980.00	125,106.86	174,569.47	
MATERIALS & SUPPLIES		1,461.71	1,673.42	1,500.00	919.71	1,560.00	
SERVICES		11,056.94	4,831.10	23,500.00	11,606.32	26,000.00	
50030531.01	TRAVEL & TRAINING	PERMANENT NOTES: 4 SEMINARS PLUS ELECTION SEMINAR					
50030531.04	DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES: TMCA DUES PORT LAVACA WAVE, VICTORIA ADVOCATE TEXAS MUNICIPAL LAW & PROCEDURES MANUAL TEXAS MUNICIPAL CLERKS HANDBOOK TEXAS GOVERNMENT CODE MCCI \$550.00 YR TO MANAGE ORDINANCES ON WEB AND UPDATE TMCCP (TX MUN CLERKS CERT PROGRAM) ELECTION LAW MANUAL 4TH EDITION; LAW & PROCEDURE 6TH EDITION THE 2018 TEXAS ELECTION CODE TEXAS ELECTION CODE LAW AND PROCEDURE					
50030531.10	ELECTION COST	PERMANENT NOTES: FOR DISTRICTS 2 & 6 EQUIPMENT SUPPLIES AND LEASE OF VOTING MACHINE; PLUS CONTRACTING ELECTION JUDGES AND CLERKS					
50030533.14	CONTRACTED SERVICES	PERMANENT NOTES: CODIFICATION & REVISIONS OF ORDINANCES ON THE WEBSITE AND BOOK SUPPLEMENTS, MCCI ORDINANCE CODIFICATION UPGRADE (DEPENDING ON # PER YEAR) RETENTION/SCAN PROJECT CENSUS 2020 REDISTRICTING					
MAINTENANCE		0.00	0.00	0.00	788.00	0.00	
TOTAL CITY SECRETARY		177,732.16	169,792.31	194,980.00	138,420.89	202,129.47	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					NEXT YEAR BUDGET	BUDGE WORKSPA
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL			
HUMAN RESOURCE							
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00		
MATERIALS & SUPPLIES	1,160.84	603.92	3,675.00	2,637.63	1,075.00		
50035521.01 OFFICE							
SERVICES	9,676.57	10,717.28	13,500.00	13,600.29	21,000.00		
50035531.01 TRAVEL & TRAINING							
50035531.04 DUES, SUBSCR., & PUBLICAT							
50035531.05 EMPLOYMENT INCENTIVES							
50035532.03 MEDICAL SERVICES							
50035533.14 CONTRACTED SERVICES							
MAINTENANCE	0.00	0.00	0.00	0.00	0.00		
TOTAL HUMAN RESOURCE	10,837.41	11,321.20	17,175.00	16,237.92	22,075.00		

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGET
	LAST	ACTUAL	AMENDED	Y-T-D		
		ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

MUNICIPAL COURT						

PERSONNEL SERVICES	128,609.74	127,702.27	137,160.00	90,999.00	142,963.38	
50060511.01 SALARIES & WAGES	PERMANENT NOTES: FUND 112 JUVENILE CASE MANAGER FUND WILL CLOSE TO FD 001 JUDGE'S SALARY OF \$1,500/MO OR \$18,000/YR. IS INCLUDED					
MATERIALS & SUPPLIES	1,700.87	1,872.59	1,500.00	993.25	1,750.00	
50060521.03 POSTAGE	PERMANENT NOTES: LEGISLATURE DICTATES MORE NOTICES TO BE SENT TO DEFENDENTS					
SERVICES	17,143.98	20,500.21	19,000.00	10,202.33	19,750.00	
50060531.01 TRAVEL & TRAINING	PERMANENT NOTES: ADDITIONAL TRAINING FOR COURT CLERKS					
50060531.04 DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES: MEMBERSHIP DUES- JUDGE & CLERK COURT SUBSCRIPTION					
50060531.05 ADVERTISING & LEGAL NOTICE	PERMANENT NOTES: ADVERTISING WARRANT ROUND UP					
50060533.11 SCOFFLAW-TXDOT	PERMANENT NOTES: SCOFFLAW TXDMV (APPROXIMATELY \$30/MONTH TO ORDER VEHICLE REGISTRATION FLAGGED)					
50060533.12 COLLECTION ATTY FEE	PERMANENT NOTES: OFFSET IN GF REVENUE IS #001-443.02 ARREST FEES					
MAINTENANCE	7,033.20	0.00	0.00	0.00	0.00	
SUNDRY	(5.00)	52.15	0.00	2,382.44	0.00	
50060553.10 XFER OUT- FD 112 JUV CASE	PERMANENT NOTES: THE FUNDS COLLECTED IN FUND 112 WILL BE CLOSED TO FUND 001 @ EACH YEAR END					
TOTAL MUNICIPAL COURT	154,482.79	150,127.22	157,660.00	104,577.02	164,463.38	

TECHNOLOGY SERVICES						

SERVICES	0.00	0.00	13,150.00	12,237.43	18,050.00	
MAINTENANCE	443.49	158,068.42	156,127.00	152,540.81	254,906.00	
50070542.0030CONTRACTED SERVICE- CITY SP	PERMANENT NOTES: MUNICODE INTERNET FEE (WEB HOSTING) = \$1,050 MUNIDOCs = \$1,200 MUNICODE MEETINGS MANAGEMENT = \$4,800 JUST FOIA (FREEDOM OF INFORMATION ACT) ANNUAL FEE = \$6,006					

001-GENERAL FUND

FINANCIAL SUMMARY

	YEAR BEFORE	LAST YEAR	*----- CURRENT YEAR -----*		NEXT YEAR	BUDGE
	LAST ACTUAL	ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL		

JUST FOIA (FREEDOM OF INFORMATION ACT) ONE TIME FEE = \$2,405

50070542.0060CONTRACTED SERVICE- MUNC. PERMANENT NOTES:

TYLER TECHNOLOGIES COURT ONLINE COMPONENT = \$1,200.00
 TYLER TECHNOLOGIES CENTRAL CASH COLLECTION = \$2,597.50
 TYLER TECHNOLOGIES COURT CASE MANAGEMENT = \$12,647
 TYLER TECHNOLOGIES COLLECTION AGENCY EXPORT INTERFACE = \$654
 TYLER TECHNOLOGIES DMV/SCOFFLAW PROGRAM INTERFACE = \$1,322

50070542.0075CONTRACTED SERVICE- ECO. DPERMANENT NOTES:

AUTO CAD LIGHT ANNUAL FEE = \$433
 MICROSOFT ANNUAL FEE - \$107.18
 LOCAL IT SOLUTIONS (WEBSITE HOSTING) = \$400

50070542.0110CONTRACTED SERVICE- POLICEPERMANENT NOTES:

LOCAL IT SOLUTIONS:
 NETWORK SERVICES = \$1,810/MO. OR \$21,720/YR.
 CLOUD BASED BACKUP = \$13,380
 REPLACE 6 COMPUTERS @ \$700 EA. = \$4,200
 SERVER = \$10,000
 SERVER SOFTWARE = \$1,200
 TYLER TECHNOLOGIES:
 PUBLIC SAFETY SUITE = \$5,153.64
 PUBLIC SAFETY SUITE (PET REGISTRATION & ALARM) 2 UNITS =
 \$551.25
 PUBLIC SAFETY SUITE- MAINTENANCE = \$682.45
 BRAZOS RDC SOFTWARE MAINTENANCE = \$2,345.18
 BRAZOS RDC SOFTWARE INTERFACE TO COURT MAINTENANCE = \$871.06
 BRAZOS RDC SOFTWARE INTERFACE TO PUBLIC SAFETY-MAINT=\$871.06
 MVBA COLLECTION EXPORT INTERFACE = \$452.85
 CAD = \$5,817.49
 DISPATCHER = \$1,018.05
 NCIC SERVICE INTERFACE= \$2,400.87
 NCIC CLIENT INTERFACE = \$369.37
 RMS MAPPING INTERFACE = \$1,120.67
 BASE RMS SYSTEM = \$8,144.48
 SEX OFFENDER = \$535.32
 ACCIDENT REPORT DIAGRAMMING SOFTWARE INTERFACE = \$244.34
 POLICE DEPT. NON-CAPITALIZED ASSETS:
 EPSON PORTABLE PRINTER = \$409
 MICROSOFT PRO 5 LTE = \$810
 ZEBRA RUGGED TABLET L10 XPAD = \$2,446
 2 WIRELESS SCANNERS = \$1,370
 2 ZEBRA BARCODE PRINTERS WITH LABELS/RIBBONS = \$1,223
 FIJITSU SCANNER = \$409
 TRACKER PRODUCTS LLC- (SAFE 'CLOUD BASED' CAL LICENSE =
 \$6,200

50070542.0120CONTRACTED SERVICE- FIRE DPERMANENT NOTES:

EMERGENCY REPORTING = \$2,500

001-GENERAL FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
E-DISPATCH = \$1,488						
MOBILE WIRELESS UC = \$400						
SOUTHERN SOFTWARE (ANNUAL SOFTWARE RENEWAL FOR MOBILE DATA						
TABLETS) = \$1,050 FOR 6 APPARATUS TOUGHBOOKS						
LOCAL IT SOLUTIONS (2EA. MICROSOFT SURFACE PRO X TABLET) =						
\$4,000						
50070542.0320CONTRACTED SERVICE- CODE/IPERMANENT NOTES:						
IWORQ ANNUAL FEE= \$4,800						
TYLER TECHNOLOGIES BUILDING PROJECTS = \$3,389						
50070542.0410CONTRACTED SERVICES- STREEPERMANENT NOTES:						
IWORQ - PUBLIC WORKS INFRASTRUCTURE = \$4,273.50						
IWORQ - CAPITAL ASSET STORMWATER = \$2,000						
STREET LEVEL IMAGING/ PAVEMENT ASSESSMENT = \$18,200						
50070542.9800CONTRACTED SERVICE- ALL DEPERMANENT NOTES:						
IWORQ - FACILITIES MANAGEMENT = \$1,325						
MICROSOFT (LOCAL IT SOLUTIONS RECOMMENDATION) = \$100						
GOOGLE FOR E-MAIL SERVICE (STARTED FEB 3, 2020) = \$4,050						
CLEARGOV ANNUAL FEE = \$3,125						
CLEARGOV ONE TIME PAYMENT = \$900						
JOE SLIVA (CITY WEBSITE) \$1,440						
JOE SLIVA (CITY WEBSITE)- MAINTENANCE = \$400						
LOCAL IT SOLUTIONS:						
ANNUAL NETWORK SERVICES = \$30,000						
HURRICANE HARVEY = \$2,000						
CLOUD BASED BACKUP FOR CITY HALL = \$6,000						
5 COMPUTERS FOR CITY @ \$700 EA. = \$3,500						
TYLER TECHNOLOGIES:						
CALL CENTER = \$1,109.50						
HUMAN RESOURCE BASE PACKAGE = \$4,531						
U/SQL DATA DICTIONARY = \$2,260						
CORE FINANCIALS = \$11,695						
PURCHASE ORDERS = \$4,679						
PAYROLL/ PERSONNEL = \$5,953						
FIXED ASSETS = \$968.50						
TOTAL TECHNOLOGY SERVICES	443.49	158,068.42	169,277.00	164,778.24	272,956.00	
ECONOMIC DEVELOPMENT						
PERSONNEL SERVICES	98,923.81	101,736.92	109,185.00	87,937.44	112,133.00	
MATERIALS & SUPPLIES	464.16	382.02	2,500.00	65.53	1,000.00	
50075521.02 PRINTING						
PERMANENT NOTES:						
VARIOUS PRINTS/ COPIES OF LARGE DRAWINGS						
SERVICES	5,678.28	3,543.86	9,500.00	2,153.50	7,500.00	

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----						BUDGI WORKSPA
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET		
50075531.01 TRAVEL & TRAINING	PERMANENT NOTES: TEDC ANNUAL CONFERENCE TML ED CONFERENCE TCEQ WATER QUALITY CONFERENCE TEDC ANNUAL CONFERENCE OTHER OFFSITE AND ONLINE TRAINING OPPORTUNITIES						
50075531.04 DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES: ENGINEER'S ANNUAL FEE ROTARY TEDC ANNUAL DUES SPLASHTOP ANNUAL FEES ADOBE SEND NOW ANNUAL SUBSCRIPTION						
50075536.02 TELEPHONE	PERMANENT NOTES: SBDC OFFICE- PHONE AND FAX ED OFFICE CELL PHONE						
MAINTENANCE	9,000.00	0.00	0.00	0.00	500.00		
SUNDRY	0.00	2,000.00	40,000.00	10,890.00	25,000.00		
CAPITAL EXPENDITURES	0.00	0.00	30,000.00	348,446.63	280,000.00		
50075562.03 CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: SOUTHERN PACIFIC DEPOT: NEW SIDING AND PAINT WITH NEW WINDOWS AND TRIM ETC: PROPOSED USE- FARMER'S MARKET = \$80,000 (\$50,000 IS FROM HOT FUNDS) REPAIRS TO OLD FIRE STATION/ CITY HALL BUILDING = \$50,000						
50075563.05 CE- INFRASTRUCTURE	PERMANENT NOTES: ADD WALK AND HANDRAIL TO BULKHEAD AT SCULLY'S (PART OF FUTURE BOARDWALK)= \$100,000 NEW GATEWAY SIGN AND LANDSCAPING AT HWY 35 & 87 AND HWY 35 & CAUSEWAY = \$50,000						
TOTAL ECONOMIC DEVELOPMENT	114,066.25	107,662.80	191,185.00	449,493.10	426,133.00		
FINANCE							
PERSONNEL SERVICES	203,273.17	173,437.99	238,025.00	193,317.96	244,451.68		
MATERIALS & SUPPLIES	6,802.13	7,782.73	9,000.00	5,960.38	8,250.00		
50080521.01 OFFICE	PERMANENT NOTES: W-2'S; 1099'S; 1099R'S; CHECKS FOR AP, PAYROLL, FOLDERS, PAPER, PENS, ENVELOPES, BACK UP TAPES, STORAGE BOXES, CALENDERS						
50080521.02 PRINTING	PERMANENT NOTES: GFOA BUDGET AWARD PRINTING COSTS						
SERVICES	5,194.39	6,389.05	9,700.00	13,287.72	11,200.00		

001-GENERAL FUND

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*		NEXT YEAR BUDGET	BUDGET WORKSPAC
			AMENDED BUDGET	Y-T-D ACTUAL		
50080531.01 TRAVEL & TRAINING						
			PERMANENT NOTES:			
			GFOAT SPRING & FALL CONFERENCE, GFOA CONFERENCE- STAFF			
			INCODE ANNUAL CONFERENCE-STAFF			
			ANNUAL PURCHASING- STAFF			
			RED FLAG TRAINING			
			PFIA TRAINING (2 EMPLOYEES)			
			TRAINING FOR 3 NEW EMPLOYEES			
			BUDGET AND FINANCIAL TRAINING FOR NEW EMPLOYEES			
50080531.04 DUES, SUBSCR., & PUBLICAT						
			PERMANENT NOTES:			
			GFOAT MEMBERSHIP			
			PL WAVE			
			GFOA MEMBERSHIP			
			TX PURCHASING ASSOC.			
			GFOA APPLICATION FOR AWARD FEES			
			AP NETWORK			
MAINTENANCE	0.00	248.16	1,000.00	503.37	1,000.00	
TOTAL FINANCE	215,269.69	187,857.93	257,725.00	213,069.43	264,901.68	
CITY HALL						
PERSONNEL SERVICES	4,914.00	3,811.87	5,916.00	2,401.51	6,075.74	
50090511.01 SALARIES & WAGES						
			PERMANENT NOTES:			
			PART-TIME EMPLOYEE HIRED FOR JANITORIAL SERVICES			
			FOR CITY HALL & POLICE DEPT.			
			\$5,460.00 REPRESENTS HALF OF THE EMPLOYEE COST FOR WAGES.			
			POLICE DEPT. HAS BUDGETED THE OTHER HALF OF THE SALARY FOR			
			\$5,460.00			
MATERIALS & SUPPLIES	16,308.19	13,006.92	12,000.00	8,832.67	12,000.00	
50090521.01 OFFICE						
			PERMANENT NOTES:			
			COPY PAPER FOR CITY HALL OFFICES			
			DRINKING WATER			
50090523.01 FOOD						
			PERMANENT NOTES:			
			COUNCIL MEETING REFRESHMENTS			
			KITCHEN SUPPLIES (COFFEE, PAPER GOODS)			
50090523.03 CLEANING & JANITORIAL						
			PERMANENT NOTES:			
			CLEANING & JANITORIAL SUPPLIES			
			MATS			
50090529.11 LIGHTING & DECORATION						
			PERMANENT NOTES:			
			CHRISTMAS LIGHTING- \$1,500			
SERVICES	43,385.65	41,743.07	57,450.00	31,735.91	48,150.00	
50090533.06 INSPECTION SERVICES						
			PERMANENT NOTES:			

001-GENERAL FUND

FINANCIAL SUMMARY

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

FIRE EXTINGUISHER							
50090534.90	LEASES & RENTALS	PERMANENT NOTES: COPIER MACHINE POSTAGE MACHINE					
MAINTENANCE		54,872.30	10,749.28	6,000.00	6,642.50	32,000.00	_____
50090542.03	R & M- BUILDING	PERMANENT NOTES: NORMAL REPAIRS					
50090543.04	R & M IMPROVEMENT OTB	PERMANENT NOTES: NORMAL REPAIRS					
CAPITAL EXPENDITURES		6,862.21	0.00	70,000.00	4,687.83	55,000.00	_____
50090562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: CITY HALL IMPROVEMENTS (HIRE ARCHITECT FOR COMPREHENSIVE RENOVATION DESIGN)					
50090564.50	CE- FURNITURE & EQUIPMENT	PERMANENT NOTES: NEW FURNITURE AND EQUIPMENT FOR LOBBY ON UTILITY BILLING/MUNICIPAL COURT SIDE					
TOTAL CITY HALL		126,342.35	69,311.14	151,366.00	54,300.42	153,225.74	_____

POLICE							

PERSONNEL SERVICES		1,605,249.10	1,666,442.12	1,979,100.00	1,300,065.28	2,032,535.70	_____
50110511.01	SALARIES & WAGES	PERMANENT NOTES: WAGES INCLUDES 1/2 JANITOR PAY					
MATERIALS & SUPPLIES		77,898.37	81,640.67	73,921.00	45,290.68	73,800.00	_____
50110521.02	PRINTING	PERMANENT NOTES: TONER, PAPER, COPY COSTS, BUSINESS CARDS, DEPARTMENT ID CARDS (SPECIAL REQUIREMENTS BY STATE LAW)					
50110521.03	POSTAGE	PERMANENT NOTES: INCREASE DUE TO L3 EQUIPMENT RETURNS AND CERTIFIED LETTERS FOR PROPERTY ROOM NOTIFICATION LETTERS					
50110523.01	FOOD	PERMANENT NOTES: CULLIGAN WATER AVERAGE 10 BOTTLES/MONTH					
50110523.03	CLEANING & JANITORIAL	PERMANENT NOTES: UNIFIRST					
50110524.01	UNIFORMS	PERMANENT NOTES: COSTS CHANGES PER WEAR AND TEAR, SIZING AND NEW OFFICERS. TO FULLY OUTFIT NEW OFFICER MINUS GUN/TASER/RADIO ETC.					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

		COSTS = \$2,000 PATROL \$400.00/YR. X 15 EACH = \$6,000.00 UPKEEP ALLOWANCE CID/RECORDS/EVIDENCE \$150.00/YR. X 6 EACH = \$900.00 UPKEEP ALLOWANCE DISPATCHERS \$100.00/YR. X 4 EACH = \$400.00 UPKEEP ALLOWANCE MISC.					
50110525.01	FUEL	PERMANENT NOTES: FUEL COSTS INCREASE OVER SUMMER DUE TO INCREASE IN PRICE AND BUSIER CALL LOAD.					
50110526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES: PPE & FIRST AID NARCAN (4 DOUBLE PACKS) = \$520 (NARCAN SHELF LIFE IS 2 YEARS CHEST SEALS (25) = \$500 TOURNEQUITS & HOLDERS = \$1,300 NITRILE GLOVES = \$1,000 TYVEK COVERALS = \$100 N95 MASKS = \$100 MISC. *MOST OF THESE ITEMS WILL NOT NEED TO BE REPLENISHED YEARLY					
50110528.03	NON-CAPITALIZED ASSETS	PERMANENT NOTES: DYSON AIR PURIFIER FOR EVIDENCE ROOM = \$650 EVIDENCE SHELVES AND STORAGE BENDS = \$2106 HYDRAULIC FLOOR JACK= \$305 3 WINDOW TINT METERS = \$540 PRESSURE WASHER = \$389 MISC.					
50110529.21	AMMUNITION & OTHER EQUIPME	PERMANENT NOTES: QUARTERLY SHOOT TRAINING AS OUTLINED LAST BUDGET YEAR TASER TRAINING					
50110529.22	INVESTIGATION	PERMANENT NOTES: INCLUDES CRIME SCENE INVESTIGATION TOOLS, FIELD DRUG TEST KITS					
SERVICES		133,071.23	67,494.59	77,670.00	51,148.37	82,360.00	
50110531.01	TRAVEL & TRAINING	PERMANENT NOTES: POLICE ACADEMY SPONERSHIP = \$3,000 TUITION PLUS WEEKLY STIPEND CID/EVIDENCE/ADMIN. ASSISTANT TRAVEL AFTER HOURS RECALL FOR EVIDENCE APPROXIMATELY 4/YR. = \$93 AFTER HOURS RECALL CID APPROXIMATELY 40/YR. = \$1,400 MOST MANDATORY TRAINING IS DONE IN-HOUSE. OUT OF TOWN TRAINING IS APPROXIMATELY \$1,000/PERSON (TUITION & LODGING)					
50110531.02	EMPLOYEE DEVELOPMENT	PERMANENT NOTES:					

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*				
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

	MOVED TO HUMAN RESOURCE DEPT.					
50110531.04	DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES:				
		TCLEDDS = \$840/YR.				
		TLO DATA SOLUTIONS = \$53/MO. OR \$636/YR (ALSO USED BY				
		MUNICIPAL COURT)				
		ROTARY = \$115/MO OR \$1,380/YR (PLUS GUESTS)				
		TEXAS POLICE CHIEF ASSOCIATION = \$225/YR.				
		IPMPA = \$70/YR.				
		NATIONAL NOTARY ASSOCIATION = \$159 FOR NEW OR \$134 FOR				
		RENEWALS = \$800				
		TAPEIT = \$129/YR. (EVIDENCE)				
50110531.07	PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES:				
		PROMOTIONAL ITEMS FOR MULTIPLE CIVIC EVENTS INCLUDING				
		NATIONAL NIGHT OUT, POLICE WEEK, & TELECOMMUNICATOR'S WEEK				
50110532.04	MEDICAL-INVESTIGATION	PERMANENT NOTES:				
		SANE EXAMS ARE NOW BILLED DIRECTLY TO THE ATTORNEY GENERAL'S				
		OFFICE				
		WILL BE USED FOR CRIME LAB CHARGES THAT COME FROM LABS OTHER				
		THAN DPS. PAYMENTS TO TOW COMPANIES FOR VEHICLES UNDER				
		INVESTIGATION. MOST OF THESE ITEMS WILL QUALIFY TO BE				
		REIMBURSED BY DEFENDENT'S VIA COURT ORDER.				
50110533.06	INSPECTION SERVICES	PERMANENT NOTES:				
		FIRE EXTINGUISERS				
50110533.07	JAIL	PERMANENT NOTES:				
		COVID-19 CLOSURE IMPACT 2019/2020				
		AMOUNT USUALLY DOUBLES DURING SUMMER/BUSY SEASON				
		CURRENT RATE IS \$44.00/DAY				
		COMMUNITY POLICING HAS LED TO FEWER ARRESTS				
50110534.90	LEASES & RENTALS	PERMANENT NOTES:				
		GREAT AMERICA FINANCIAL SERVICES- (TOSHIBA) = \$237/MONTH OR				
		\$2,844.00/ YEAR (LEASE EXPIRES 01-19-2022)				
50110536.01	ELECTRICITY	PERMANENT NOTES:				
		INCREASED COSTS OVER SUMMER				
50110536.02	TELEPHONE	PERMANENT NOTES:				
		VERIZON CELL PHONES (WILL NEED TO RE-INCLUDE NARCOTICS PHONE				
		FRONTIER				
		E-FAX SERVICES				
50110536.07	CABLE & INTERNET	PERMANENT NOTES:				
		MOVED TO TECHNOLOGY SERVICES				
50110539.03	SPECIAL OPERATIONS	PERMANENT NOTES:				

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

		CALLYO NARC PHONES PROGRAM HAS BEEN LIMITED DUE TO PERSONNEL SHORTAGE. PLANS TO INCREASE ACTIVITY NEXT YEAR.					
MAINTENANCE		76,147.30	49,913.76	71,274.18	49,709.32	54,000.00	_____
50110544.50	R & M- FURNITURE & EQUIPME	PERMANENT NOTES: THANKS TO CCISD MANY PIECES HAVE BEEN REPLACED AT NO CHARGE TO THE CITY					
50110544.60	R & M- RADIOS & INSTRUMENT	PERMANENT NOTES: DECREASED EXPENSES EXPECTED DUE TO NEW RADIOS					
SUNDRY		0.00	1,921.00	2,000.00	0.00	2,000.00	_____
50110553.19	XFER OUT- FD 158 VEST GRAN	PERMANENT NOTES: MATCH TO GRANT 50/50					
CAPITAL EXPENDITURES		47,360.79	84,690.00	112,113.00	175,968.08	262,200.00	_____
50110562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: REROOF POLICE STATION BUILDING					
50110564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES: PATROL UNIT VEHICLE (FARF)					
50110564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES: GENERATOR FUEL TANK (FARF)					
TOTAL POLICE		1,939,726.79	1,952,102.14	2,316,078.18	1,622,181.73	2,506,895.70	-----

FIRE							

PERSONNEL SERVICES		1,001,444.41	954,526.07	1,118,500.00	845,614.55	1,148,699.50	_____
MATERIALS & SUPPLIES		92,872.43	67,065.12	58,907.82	26,097.02	58,475.00	_____
50120523.03	CLEANING & JANITORIAL	PERMANENT NOTES: TWO STATIONS					
50120524.01	UNIFORMS	PERMANENT NOTES: 16 UNIFORMS					
50120529.11	LIGHTING & DECORATION	PERMANENT NOTES: CHRISTMAS DECORATIONS					
SERVICES		61,404.91	59,895.03	64,050.00	36,254.82	64,800.00	_____
50120531.01	TRAVEL & TRAINING	PERMANENT NOTES: INCLUDES VOLUNTEERS					
50120531.02	EMPLOYEE DEVELOPMENT	PERMANENT NOTES: MOVED TO HUMAN RESOURCE DEPT.					
50120531.03	LICENSES & CERTIFICATES	PERMANENT NOTES:					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					BUDGET
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	WORKSPACE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	

		TCFP CERT. RENEWAL (ANNUALLY)					
		EMT CERT. RENEWAL					
		CPR CERTIFICATION					
50120531.04	DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES:					
		NFPA ANNUAL					
		TEXAS FIRE CHIEFS					
		CCFFA					
		E-DISPATCH STAFF INCREASED					
50120531.07	PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES:					
		COMMUNITY PROMOTIONAL ITEMS					
50120531.09	VOLUNTEER & RESERVES	PERMANENT NOTES:					
		VOLUNTEER CALLS @ \$7.00/CALL					
		INCREASE IN VOLUNTEER STAFF					
50120533.20	TESTING SERVICES	PERMANENT NOTES:					
		SCBA FLOW TESTS & HYDRO TESTS					
		AIR QUALITY TESTING					
		FIRE EXTINGUISHERS					
		LADDER TESTING					
		PPE ADVANCED INSPECTION					
50120534.90	LEASES & RENTALS	PERMANENT NOTES:					
		COPY MACHINES					
50120536.07	CABLE & INTERNET	PERMANENT NOTES:					
		MOVED TO TECHNOLOGY SERVICES					
MAINTENANCE		44,563.76	45,385.35	63,356.50	26,817.42	58,400.00	
SUNDRY		49,680.42	2,125.00	2,600.00	1,650.00	2,200.00	
50120553.06	XFER OUT- FD 702 FIRE RETI	PERMANENT NOTES:					
		TOTAL OF FIREMEN'S RETIREMENT					
CAPITAL EXPENDITURES		66,309.13	63,720.73	138,199.00	128,455.27	70,000.00	
50120562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES:					
		FIRE STATION #1 WINDOW REPLACEMENT = \$11,000					
		FIRE STATION #1 DOOR REPLACEMENT = \$10,500					
		CONSTRUCT WOMEN'S SHOWER FACILITY = \$18,000					
		PAINTING & COSMETIC REPAIRS TO BOTH STATIONS = \$12,000					
50120564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:					
		FIRE PUMP & WASH EXTRACTOR = \$11,500 (FARF)					
		PPE EXTRACTOR FOR STATION 2 = \$7,000 (FARF)					

TOTAL FIRE		1,316,275.06	1,192,717.30	1,445,613.32	1,064,889.08	1,402,574.50	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

ANIMAL CONTROL							

PERSONNEL SERVICES	58,127.51	86,323.59	89,275.00	70,322.04	91,685.44		
MATERIALS & SUPPLIES	8,310.84	10,904.92	9,150.00	6,923.39	12,300.00		
50210521.02 PRINTING	PERMANENT NOTES: DOOR HANGERS						
50210521.03 POSTAGE	PERMANENT NOTES: ANIMAL CONTROL IS NOW CAPABLE OF PACKAGING AND MAILING SPECIMENS FOR RABIES TESTING						
50210523.02 ANIMAL FOOD	PERMANENT NOTES: DONATED SUPPLIES FROM WALMART HAS BECOME UNRELIABLE.						
50210524.01 UNIFORMS	PERMANENT NOTES: COST CHANGES PER WEAR AND TEAR, SIZING AND NEW OFFICERS						
50210525.01 FUEL	PERMANENT NOTES: FUEL COSTS INCREASE OVER SUMMER MONTHS DUE TO INCREASE IN PRICE AND BUSIER CALL LOAD.						
50210528.03 NON-CAPITALIZED ASSETS	PERMANENT NOTES: DRYER = \$500 WASHER = \$500 CHEST FREEZER = \$600						
SERVICES	15,197.75	16,862.86	11,750.00	8,153.75	17,950.00		
50210531.01 TRAVEL & TRAINING	PERMANENT NOTES: ACO BASIC PLUS 30 HOURS CE EACH 3 YEAR PERIOD						
50210531.04 DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES: TEXAS ANIMAL CONTROL ASSOCIATION MEMBERSHIP						
50210531.07 PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES: RABIES/ CITY TAG ADVERTISEMENT						
50210533.14 CONTRACTED SERVICES	PERMANENT NOTES: MOWING						
50210536.02 TELEPHONE	PERMANENT NOTES: 1 LANDLINE 2 CELL PHONES						
MAINTENANCE	19,068.20	11,004.92	13,650.00	746.52	13,900.00		
CAPITAL EXPENDITURES	0.00	11,100.00	0.00	0.00	110,000.00		
50210562.03 CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: ANIMAL CONTROL BUILDING REMODEL/REPAIRS						

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

		----- CURRENT YEAR -----					
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
50210564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES: ANIMAL CONTROL VEHICLE (FARF)					
	TOTAL ANIMAL CONTROL	100,704.30	136,196.29	123,825.00	86,145.70	245,835.44	

CODE ENFORCEMENT/INSPECT							

	PERSONNEL SERVICES	159,285.74	160,133.09	186,900.00	74,993.34	105,221.60	
50320511.01	SALARIES & WAGES	PERMANENT NOTES: DOES NOT INCLUDE SALARY FOR BUILDING INSPECTOR					
	MATERIALS & SUPPLIES	6,278.29	9,364.96	6,150.00	4,397.54	10,260.00	
50320528.03	NON-CAPITALIZED ASSETS	PERMANENT NOTES: 7 FILING CABINETS					
	SERVICES	37,257.54	26,170.06	23,800.00	26,136.84	83,800.00	
50320533.14	CONTRACTED SERVICES	PERMANENT NOTES: INSPECTIONS- 3RD PARTY					
50320533.16	BUREAU VERITAS- CLARET CRO	PERMANENT NOTES: ERIC HO ADDITION INSPECTIONS COSTS					
	MAINTENANCE	2,715.93	813.62	500.00	521.68	500.00	
	CAPITAL EXPENDITURES	8,000.00	0.00	0.00	0.00	0.00	
	TOTAL CODE ENFORCEMENT/INSPECT	213,537.50	196,481.73	217,350.00	106,049.40	199,781.60	

STREETS							

	PERSONNEL SERVICES	523,242.21	518,549.07	728,850.00	380,301.37	748,528.95	
50410511.01	SALARIES & WAGES	PERMANENT NOTES: PUBLIC WORKS DIRECTOR SALARY SPLIT BETWEEN STREETS AND UTY MAINTENANCE. ADMINISTRATIVE ASSISTANT'S SALARY SPLIT BETWEEN STREETS & UTY MAINTENANCE					
	MATERIALS & SUPPLIES	32,559.06	27,968.62	32,000.00	22,356.39	33,420.00	
50410526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES: SIGNS SAFETY EQUIPMENT					
	SERVICES	118,928.83	172,297.79	252,800.00	147,391.29	252,800.00	
50410533.14	CONTRACTED SERVICES	PERMANENT NOTES: ESTIMATES: MEDIAN MOWING = \$13,000 X 4 = \$52,000 LANDSCAPING & WEED CONTROL = \$10,000 CURB & SIDEWALK SPRAYING FOR WEEDS = \$15,000					

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					BUDGET
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	WORKSPAC
		ADDITIONAL MOWING = \$20,000 DITCH CLEANOUTS & REPAIRS = \$25,000					
50410534.90	LEASES & RENTALS	PERMANENT NOTES:					
		EQUIPMENT RENTALS INCLUDING LONG REACH MOWER					
MAINTENANCE		245,393.01	196,635.43	295,500.00	280,015.37	300,500.00	
50410543.0511R & M- INF- SEALCOAT PROGR		PERMANENT NOTES:					
		SEALCOAT PROGRAM (ANNUAL)					
SUNDRY		909,359.08	659,128.90	1,798,000.00	1,798,000.00	2,410,000.00	
50410553.10	XFER OUT- FD 220 STREET IMP	PERMANENT NOTES:					
		SIDEWALK AT BAUER ST AUSTIN TO OREN \$100,000					
		EZZELL ST RECONSTRUCTION = \$780,000					
		MILDRED ST REHAB WITH REXCO = \$200,000					
		GEORGE ST - VIRGINIA TO COMMERCE WITH SIDEWALK = \$880,000					
		CORPORATION DITCH REHAB FROM AUSTIN ST TO FM 1090 = \$450,000					
CAPITAL EXPENDITURES		83,635.00	128,076.37	50,000.00	79,110.00	383,000.00	
50410561.02	CE- LAND & IMPROVEMENT	PERMANENT NOTES:					
		LASALLE ST FENCING					
50410563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		SIDEWALKS					
50410564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES:					
		DUMP TRUCK = \$75,000 (FARF)					
50410564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:					
		FRONT END LOADER = \$168,000 (FARF)					
		ASPHALT PAVING MACHINE = \$100,000					
		CHRISTMAS DECORATIONS= \$25,000					
TOTAL STREETS		1,913,117.19	1,702,656.18	3,157,150.00	2,707,174.42	4,128,248.95	
PARKS & RECREATION							

PERSONNEL SERVICES		183,528.21	199,211.11	233,525.00	150,778.66	239,830.18	
MATERIALS & SUPPLIES		22,160.98	27,373.98	43,250.00	26,590.61	45,290.00	
50501526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES:					
		SAFETY EQUIPMENT & TOOLS					
50501529.11	LIGHTING & DECORATION	PERMANENT NOTES:					
		CHRISTMAS LIGHTS					
SERVICES		51,197.18	46,880.41	49,700.00	28,101.40	50,100.00	
50501534.90	LEASES & RENTALS	PERMANENT NOTES:					
		BOOM RENTAL					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
MAINTENANCE		61,083.69	66,868.74	54,000.00	39,789.08	54,000.00	
50501541.02	LANDSCAPING	PERMANENT NOTES:					
		CITY HALL PLANTERS (UB SIDE) & GROUNDS					
CAPITAL EXPENDITURES		38,710.00	92,025.72	418,835.64	287,514.28	905,000.00	
50501561.02	CE- LAND & IMPROVEMENTS	OTPERMANENT NOTES:					
		BAYFRONT PARK IMPROVEMENTS CARRIED OVER FROM PREVIOUS YEAR =					
		\$500,000					
		BUTTERFLY PARK IMPROVEMENTS = \$15,000					
		BENCHES AND PICNIC TABLES AT CITY PARK = \$20,000					
		WILSON PARK IMPROVEMENTS = \$190,000					
50501563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		SKATE PARK @ WILSON PARK = \$90,000 CARRIED OVER FROM					
		PREVIOUS YEAR PLUS ADDITIONAL \$60,000 NEEDED FOR SKATE PARK					
50501564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES:					
		1/2 TON PICKUP (FARF)					
50501564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:					
		KAWASAKI MULE					
TOTAL PARKS & RECREATION		356,680.06	432,359.96	799,310.64	532,774.03	1,294,220.18	

BAUER CENTER							

PERSONNEL SERVICES		62,706.88	83,260.32	103,400.00	71,659.57	106,191.80	
MATERIALS & SUPPLIES		2,585.10	9,364.34	7,900.00	7,652.24	6,900.00	
50502523.03	CLEANING & JANITORIAL	PERMANENT NOTES:					
		SUPPLIES					
SERVICES		92,228.92	93,406.95	114,600.00	75,397.41	118,100.00	
50502533.14	CONTRACTED SERVICES	PERMANENT NOTES:					
		ADMINISTRATIVE SERVICES TO CHAMBER = \$50,000					
		ALARM MONITORING SERVICE = \$1,000					
50502534.90	LEASES & RENTALS	PERMANENT NOTES:					
		COPIER LEASE					
		OVERAGE FOR LARGE PRINT JOBS					
MAINTENANCE		125,393.59	94,189.14	30,950.00	24,064.78	34,600.00	
50502541.02	LANDSCAPING	PERMANENT NOTES:					
		ANNUAL BAUER LANDSCAPING					
CAPITAL EXPENDITURES		0.00	483,282.22	0.00	56,390.00	250,000.00	
50502561.02	CE- LAND & IMPROVEMENT	PERMANENT NOTES:					
		PARKING LOT REHABILITATION					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					NEXT YEAR BUDGET	BUDGET WORKSPAC
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL			
TOTAL BAUER CENTER	282,914.49	763,502.97	256,850.00	235,164.00	515,791.80		

NON-DEPARTMENTAL

PERSONNEL SERVICES	56,788.57	30,101.28	28,875.00	32,341.85	91,650.00		
--------------------	-----------	-----------	-----------	-----------	-----------	--	--

59800511.01 SALARIES & WAGES

PERMANENT NOTES:

FUNDS AVAILABLE FOR SALARY & WAGES INCREASE AFTER SALARY
SURVEY

MATERIALS & SUPPLIES
SERVICES

0.00	0.00	0.00	10,158.87	1,000.00
391,885.26	398,929.97	413,487.00	256,120.36	395,687.00

59800531.01 TRAVEL & TRAINING

PERMANENT NOTES:

CITY WIDE TRAINING & TML CONFERENCE
LEADERSHIP SERIES TRAINING
CUSTOMER SERVICE TRAINING

59800531.04 DUES, SUBSCR., & PUBLICATI
PERMANENT NOTES:
CITY MEMBERSHIPS & DUES
-TML
-ERCOT
-GOLDEN CRESCENT REGIONAL PLANNING COMMISSION
-SAMS
-TXPPA

59800531.05 ADVERTISING & LEGAL NOTICE

PERMANENT NOTES:

ALL LEGAL ADS
HR POSTINGS
BID ADVERTISEMENTS
ORDINANCE NOTIFICATION

59800531.07 PUBLIC & EMPLOYEE RELATION

PERMANENT NOTES:

SAFETY & COUNCIL WORKSHOP LUNCHEONS
CUSTOMER SERVICE WEEK
SERVICE AWARDS
EMPLOYEE APPRECIATION DAY

59800531.13 SHIPPING & FREIGHT

PERMANENT NOTES:

UPS PACKAGES
FREIGHT RELATED TO INVENTORY

59800532.01 AUDIT FEES

PERMANENT NOTES:

42.5% OF TOTAL COST

59800532.07 LEGAL- REGULAR

PERMANENT NOTES:

ROUTINE LEGAL MATTERS: CONTRACTS, MUNICIPAL COURT,
EMPLOYMENT LAW, ETC.

59800532.08 LEGAL- SPECIAL

PERMANENT NOTES:

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

	NON-ROUTINE: OUTSIDE LITIGATION OR SPECIAL LEGAL MATTERS						
MAINTENANCE	87,606.41	0.00	2,000.00	0.00	2,000.00	_____	
SUNDRY	238,078.23	300,791.69	894,310.00	262,483.52	585,563.00	_____	

59800553.14	XFER OUT-FUND 147 -HOME	PRPERMANENT NOTES: HOME PROGRAM MATCH					
59800553.15	XFER OUT- FD 206 FARF	PERMANENT NOTES: EQUAL TO ONE YEAR DEPRECIATION EXPENSE FOR MACHINERY & EQUIPMENT					
59800553.503	XFER OUT- FUND 503	PERMANENT NOTES: LIGHTHOUSE BEACH PARK TO COVER FOR REROOF/REHAB FLOOR/ REPLACE LAVATORIES/ LIGHTS AT PIER RESTROOM BUILDING = \$30,000 LHB PIER REBUILD RQUIRED MATCHING FUNDS = \$250,000 DIFFERENCE TO COVER CURRENT YEAR EXPENSES					
59800554.62	CONTRIBUTION-SERVICE CONTR	PERMANENT NOTES: CALHOUN COUNTY SENIOR CITIZENS ASSOCIATION, INC. = \$2,500					
59800554.85	FIXED ASSET RECORDS	PERMANENT NOTES: DESTRUCTION OF BOXES					
59800554.98	CONTINGENCY	PERMANENT NOTES: .5% OF TOTAL PRIOR YEAR EXPENSES BY CHARTER					

TOTAL NON-DEPARTMENTAL	774,358.47	729,822.94	1,338,672.00	561,104.60	1,075,900.00		

*** TOTAL EXPENDITURES ***	8,058,357.34	8,199,054.42	11,042,177.14	8,265,110.23	13,151,563.95		
=====							
** REVENUE OVER (UNDER) EXPENDITURES **	1,192,087.50	2,462,789.36	(447,896.28)	231,645.76	0.00		
=====							

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

101-HOTEL OCCUPANCY TAX FUND

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
REVENUE SUMMARY						
TAXES	656,155.54	650,173.69	550,000.00	354,830.05	500,000.00	
OTHER REVENUE	81,697.17	87,438.02	6,750.00	8,399.96	54,942.00	

** TOTAL REVENUE **	737,852.71	737,611.71	556,750.00	363,230.01	554,942.00	
=====						

EXPENDITURE SUMMARY

HOTEL OCCUPANCY TAX

MATERIALS & SUPPLIES
SERVICES

0.00	88.68	0.00	0.00	0.00
352,875.88	416,319.02	313,800.00	128,329.14	262,800.00

51000531.04 DUES, SUBSCR, & PUBLICATIO

PERMANENT NOTES:
HOTEL LODGING ASSOC. MEMBERSHIP
INTERNATIONAL FESTIVAL
TTIA

51000531.06 ADVERTISING

PERMANENT NOTES:
MAGAZINES ADS AND ARTICLES
COUNTY VISITOR GUIDE
BILLBOARDS
RADIO
MARKET DAYS
TEXAS LAKESIDE RV (\$15,000/YR/6 YRS.) (1 OF 6 YRS/)
WEBSITE MAINT.

51000531.07 SPECIAL EVENT-FLIP FLOP

PERMANENT NOTES:
NET EXPENSE GOAL

51000531.09 SPECIAL EVENT-OTHER

PERMANENT NOTES:
IGUANA FEST = \$20,000
STAR SPANGLED BAY BASH = \$25,000
SUMMER CONCERT = \$10,000
MAIN STREET PROGRAMS = \$10,000
JUNETEENTH = \$2,500
MARKET DAYS= \$5,000

51000531.10 TOURISM & EVENTS MANAGEMEN

PERMANENT NOTES:
EVENTS COORDINATOR CHARGES = \$75,000

51000533.14 CONTRACTED SERVICES

PERMANENT NOTES:
HOTEL AUDIT
EACH AUDIT COST \$1,800

SUNDRY

180,999.96	1,120,529.40	242,950.00	164,303.85	292,142.00
------------	--------------	------------	------------	------------

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

101-HOTEL OCCUPANCY TAX FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*				
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

51000553.10	XFER OUT- FD 001- ADMIN FE	PERMANENT NOTES:				
		100% BAUER DEPT. EXPENSE LESS BUDGETED REVENUES				
		BAUER EXPENSES FY 20-21 = \$262,142				
		BUDGETED REVENUES = \$35,000				
		\$262,142 - \$35,000 = \$227,142				
		TRANSFER FROM HOT FUNDS TO GENERAL FUND FOR ECONOMIC				
		DEVELOPMENT PROJECT TO FIX UP THE SOUTHERN PACIFIC DEPOT				
		WITH NEW SIDING AND PAINT AND NEW WINDOWS AND TRIM ETC.=				
		\$50,000				
51000554.98	CONTINGENCY	PERMANENT NOTES:				
		2 NEW GATEWAY SIGNS				
CAPITAL EXPENDITURES		0.00	0.00	0.00	0.00	
		-----	-----	-----	-----	-----
TOTAL HOTEL OCCUPANCY TAX		533,875.84	1,536,937.10	556,750.00	292,632.99	554,942.00

*** TOTAL EXPENDITURES ***		533,875.84	1,536,937.10	556,750.00	292,632.99	554,942.00
		=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **		203,976.87	(799,325.39)	0.00	70,597.02	0.00
		-----	-----	-----	-----	-----

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D						
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL						WORKSPAC

REVENUE SUMMARY										
USER & SERVICE CHARGES	5,648,257.91	5,654,515.69	5,555,000.00	4,385,577.26	5,790,400.00					
FINES & FORFEITURES	96,531.97	93,004.05	85,000.00	0.00	90,000.00					
OTHER REVENUE	168,127.85	211,629.12	2,026,385.00	167,655.06	4,343,265.12					
INTERGOVERNMENTAL REVENUE	264,753.84	0.00	0.00	0.00	0.00					

** TOTAL REVENUE **	6,177,671.57	5,959,148.86	7,666,385.00	4,553,232.32	10,223,665.12					
=====										

EXPENDITURE SUMMARY

TECHNOLOGY SERVICES

SERVICES	0.00	0.00	4,350.00	4,524.92	6,980.00					
MAINTENANCE	0.00	41,181.33	68,722.00	25,390.19	136,432.00					

50070542.5132CONTRACTED SERVICE- UTY. BPERMANENT NOTES:

AQUA METRICS (SENSUS FLEXNET) ONE TIME PAYMENT = \$37,706.25
 AQUA METRIC SALES CO. ANNUAL LICENSED LOGIC SUPPORT =
 \$26,561.26
 TYLER TECHNOLOGIES:
 UTILITY BILLING ONLINE COMPONENT = \$1,260
 UTILITY CIS SYSTEM = \$11,291
 CENTRAL CASH COLLECTION = \$2,597.50
 WORK ORDERS = \$4,251
 UTILITY METER DATA SYNC W SCHEDULER = \$2,430
 UTILITY HANDHELD METER READER INTERFACE = \$2,430
 INCODE COST TO UPGRADE TO SENSUS (ONE TIME FEE) = \$12,240
 INCODE COST TO UPGRADE TO SENSUS (ANNUAL) = \$2,800

50070542.5133CONTRACTED SERVICES- UTY MPERMANENT NOTES:

IWORQ PUBLIC WORKS INFRASTRUTURE = \$ 4,273.50
 1/2 COST OF CDW 36" PLOTTER/SCANNER = \$3,500
 1/2 COST OF SCANNING PLANS = \$2,500

50070542.5134CONTRACTED SERVICES- WWTP PERMANENT NOTES:

1/2 COST OF CDW 36" PLOTTER/SCANNER = \$3,500
 1/2 COST OF SCANNING PLANS = \$2,500

50070542.9800CONTRACTED SERVICE- ALL DEPERMANENT NOTES:

IWORQ - FACILITIES MANAGEMENT = \$1,325
 IWORQ BACKFLOW MANAGEMENT = \$4,092
 MICROSOFT = \$100
 GOOGLE FOR EMAIL SERVICE = \$1,350
 CLEARGOV ANNUAL FEE = \$3,125
 CLEARGOV ONE TIME FEE = \$900

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR					
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET					WORKSPAC

TYLER TECHNOLOGIES:										
CALL CENTER = \$1,109.50										
INVENTORY CONTROL = \$3,620										
FIXED ASSETS = 968.50										

TOTAL TECHNOLOGY SERVICES	0.00	41,181.33	73,072.00	29,915.11	143,412.00					

BILLING										

PERSONNEL SERVICES	183,287.25	157,904.46	157,175.00	114,406.73	161,418.74					
MATERIALS & SUPPLIES	2,740.46	3,798.93	3,200.00	1,406.80	3,100.00					
SERVICES	33,317.11	49,012.39	39,700.00	60,009.38	78,800.00					
55132531.01 TRAVEL & TRAINING										
PERMANENT NOTES:										
TRAINING FOR STAFF (LOGIC)										
CASH HANDLING TRAINING										
CUSTOMER SERVICE EDUCATION										
ONLINE OR IN-HOUSE INCODE										
55132533.14 CONTRACTED SERVICES										
PERMANENT NOTES:										
OUTSOURCE BILLING										
ADD'L INSERTS										
WATER QUALITY REPORTS										
POSTAGE										
MVBA COLLECTIONS										
55132536.07 CABLE & INTERNET										
PERMANENT NOTES:										
MOVED TO TECHNOLOGY SERVICES										
MAINTENANCE	28,051.58	2,854.01	2,600.00	181.41	3,000.00					
55132544.51 MAINTENANCE CONTRACTS										
PERMANENT NOTES:										
DRIVE THRU - DIEBOLD NIXDORF ANNUAL MAINTENANCE										
SUNDRY	100.25 (2.59)	0.00 (646.19)	0.00					

TOTAL BILLING	247,496.65	213,567.20	202,675.00	175,358.13	246,318.74					

MAINTENANCE										

PERSONNEL SERVICES	452,856.55	388,550.08	563,625.00	341,350.86	580,554.88					
MATERIALS & SUPPLIES	37,173.56	27,988.03	31,700.00	19,863.53	44,000.00					
SERVICES	36,492.02	50,501.95	38,400.00	79,239.57	88,400.00					
55133533.06 INSPECTION SERVICES										
PERMANENT NOTES:										
TCEQ										
55133533.14 CONTRACTED SERVICES										
PERMANENT NOTES:										
HARDY CROSS COMPUTER MODEL OF WATER SYSTEM = \$75,000										
OTHER = \$3,000										

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					BUDGET WORKSPAC
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	
55133533.20 TESTING SERVICES	PERMANENT NOTES: "NEW" EPA UCMR (4TH UNREGULATED CONTAMINANT MONITORING RULE) = \$8,500 STATE MANDATES- WATER TESTING MONTHLY (BAC-T) BI-MONTHLY (IDSE) QTRLY (TTHMs, HAA5)					
55133534.90 LEASES & RENTALS	PERMANENT NOTES: VARIOUS EQUIPMENT RENTALS COPIER RENTAL					
55133536.07 CABLE & INTERNET	PERMANENT NOTES: MOVED TO TECHNOLOGY SERVICES					
MAINTENANCE	172,728.90	208,978.53	146,400.00	170,323.57	146,400.00	
55133543.05 R & M- INFRASTRUCTURE	PERMANENT NOTES: WATER AND SEWER LINE REPAIRS					
SUNDRY	0.00	1,034,204.62	690,000.00	723,150.00	2,915,000.00	
55133553.10 XFER OUT- FD 217	PERMANENT NOTES: BROADWAY WATER LINE CARRIED OVER FROM PREVIOUS YR = \$80,000 BROADWAY WATER LINE = \$360,000 LIVE OAK FROM COMMERCE ST TO VIRGINIA ST = \$350,000 GST AND HSPS = \$1,500,000 12" LINK BETWEEN WATER TOWERS PHASE 1 = \$500,000 EZZELL ST WATER LINE = \$125,000					
CAPITAL EXPENDITURES	0.00	0.00	56,000.00	26,640.00	394,000.00	
55133563.05 CE- INFRASTRUCTURE	PERMANENT NOTES: FIRE HYDRANT @ 238 WEST OF HENRY BARBER WAY					
55133564.55 CE- VEHICLES & TRAILERS	PERMANENT NOTES: VACUUM TRUCK = \$354,000 3/4 TON PICKUP = \$40,000					
TOTAL MAINTENANCE	699,251.03	1,710,223.21	1,526,125.00	1,360,567.53	4,168,354.88	

WASTEWATER TREATMENT						
PERSONNEL SERVICES	188,507.57	165,856.60	229,500.00	63,391.44	235,696.50	
MATERIALS & SUPPLIES	27,793.94	35,258.90	32,100.00	18,010.80	32,100.00	
SERVICES	257,385.36	274,304.10	281,150.00	162,155.47	284,150.00	
55134533.06 INSPECTION SERVICES	PERMANENT NOTES: TCEQ					
55134533.14 CONTRACTED SERVICES	PERMANENT NOTES: ALAN PLUMBER					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

55134533.20	TESTING SERVICES	PERMANENT NOTES: PLANT OPERATION TESTING INDUSTRIAL TESTING OTHER TESTING					
55134536.07	CABLE & INTERNET	PERMANENT NOTES: MOVED TO TECHNOLOGY SERVICES					
MAINTENANCE		232,877.63	119,440.33	192,000.00	135,244.01	192,000.00	_____
55134543.10	R & M- LIFT STATIONS	PERMANENT NOTES: LIFT STATION MAINTENANCE					
SUNDRY		74,942.78	250,000.00	375,000.00	375,000.00	970,000.00	_____
55134553.10	XFER OUT- FD 217	PERMANENT NOTES: LIFT STATION UPGRADES: BROOKS, CLEGG, DESHAZOR, LHB = \$500,000 DESHAZOR AREA (EZZELL STREET ONLY) SEWER REPLACEMENT = \$250,000					
55134553.165	XFER OUT- FUND 165 HAZ MIT	PERMANENT NOTES: HAZARD MITIGATION GRANT MATCH (GENERATORS FOR LIFT STATION) = \$220,000					
CAPITAL EXPENDITURES		0.00	0.00	925,831.00	1,043,149.00	39,500.00	_____
55134564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES: ZERO TURN MOWER = \$9,500 FRONT END LOADER = \$30,000					

TOTAL WASTEWATER TREATMENT		781,507.28	844,859.93	2,035,581.00	1,796,950.72	1,753,446.50	_____

NON-DEPARTMENTAL

PERSONNEL SERVICES		2,926.96	9,632.68	10,725.00	6,018.49	50,725.00	
59800511.01	SALARIES & WAGES	PERMANENT NOTES: FUNDS FOR SALARIES & WAGES AFTER SALARY SURVEY					
MATERIALS & SUPPLIES		0.00	0.00	0.00	404.57	1,000.00	
SERVICES		1,961,318.50	1,969,329.01	2,196,387.00	1,670,480.56	2,124,887.00	
59800531.07	PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES: EMPLOYEE DAY SAFETY LUNCHEONS					
59800531.13	SHIPPING & FREIGHT	PERMANENT NOTES: FREIGHT RELATED TO INVENTORY					
59800532.01	AUDIT FEES	PERMANENT NOTES: 42.5% OF TOTAL COSTS					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

FINANCIAL SUMMARY

FINANCIAL SUMMARY			*----- CURRENT YEAR -----*				
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

59800533.02	RAW WATER- GBRA	PERMANENT NOTES:					
		GBRA RAW WATER FEE					
MAINTENANCE		4,928.69	0.00	0.00	0.00	0.00	
SUNDRY		1,238,001.97	997,492.77	1,769,482.00	1,501,355.96	1,735,521.00	

59800553.01	XFER OUT- FD 001 GF ADMIN	PERMANENT NOTES:					
		ADMIN FEE OF 3% OF PRIOR YEAR REVENUE					
		EXCLUDES TRANSFERS IN					

59800553.09	XFER OUT- FD 321- '16 BOND	PERMANENT NOTES:					
		2016 BOND REFUNDING FOR UTILITY (WATER & SEWER)					
		(REFUNDED SERIES 2004, 2007 & 2007)					

59800553.12	XFER OUT- FUND 001 SPRING	PERMANENT NOTES:					
		SEE GL 431.32					
		THIS TRANSFERS TO GF FOR SPRING CLEAN UP SERVICES					

59800554.81	DEPRECIATION EXPENSE	PERMANENT NOTES:					
		BASED ON 18-19 DEPRECIATION EXPENSE					

59800554.98	CONTINGENCY	PERMANENT NOTES:					
		.5% OF TOTAL PRIOR YEAR EXPENSES BY CHARTER					

TOTAL NON-DEPARTMENTAL		3,207,176.12	2,976,454.46	3,976,594.00	3,178,259.58	3,912,133.00	

*** TOTAL EXPENDITURES ***		4,935,431.08	5,786,286.13	7,814,047.00	6,541,051.07	10,223,665.12	
		=====	=====	=====	=====	=====	

** REVENUE OVER (UNDER) EXPENDITURES **		1,242,240.49	172,862.73	(147,662.00)	(1,987,818.75)	0.00	
		=====	=====	=====	=====	=====	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND

FINANCIAL SUMMARY

	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR BUDGET	BUDGET WORKSPAC
	LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL		
REVENUE SUMMARY						
USER & SERVICE CHARGES	217,816.23	321,398.00	291,000.00	225,161.20	267,500.00	
OTHER REVENUE	14,932.51	22,294.14	6,684.00	7,853.39	3,000.00	
INTERGOVERNMENTAL REVENUE	0.00	0.00	591,000.00	0.00	311,974.00	
** TOTAL REVENUE **	232,748.74	343,692.14	888,684.00	233,014.59	582,474.00	

EXPENDITURE SUMMARY

TECHNOLOGY SERVICES

SERVICES	0.00	0.00	2,500.00	1,275.92	2,500.00	
TOTAL TECHNOLOGY SERVICES	0.00	0.00	2,500.00	1,275.92	2,500.00	

OPERATIONS

PERSONNEL SERVICES	15.71	30.20	40.00	4,524.35	0.00	
MATERIALS & SUPPLIES	745.66	1,031.37	2,000.00	1,964.81	1,300.00	
SERVICES	104,734.11	125,293.52	126,293.00	48,401.51	126,093.00	

51000536.03 WATER

PERMANENT NOTES:
SPLASH PAD

51000536.07 CABLE & INTERNET

PERMANENT NOTES:
MOVED TO TECHNOLOGY SERVICES

MAINTENANCE	13,600.87	10,657.29	22,950.00	6,042.52	22,800.00	
-------------	-----------	-----------	-----------	----------	-----------	--

51000543.04 R & M- IMPROVEMENT OTB

PERMANENT NOTES:
OTHER IMPROVEMENTS = \$10,000
LIGHTHOUSE BEACH PROJECT- SAND (RENOURISHMENT) = \$17,385

SUNDRY	139,184.29	148,582.96	143,901.00	117,252.98	149,781.00	
--------	------------	------------	------------	------------	------------	--

51000554.81 DEPRECIATION EXPENSE

PERMANENT NOTES:
BASED ON 18-19 DEPRECIATION EXPENSE

CAPITAL EXPENDITURES	0.00	0.00	591,000.00	301,363.56	280,000.00	
----------------------	------	------	------------	------------	------------	--

51000562.03 CE- BUILDING & IMPROVEMENT

PERMANENT NOTES:
REROOF/REHAB FLOOR/ REPLACE LAVATORIES/ LIGHTS AT PIER
RESTROOM BUILDING

51000563.05 CE- INFRASTRUCTURE

PERMANENT NOTES:
LHB PIER REBUILD- REQUIRED MATCHING FUNDS

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND

FINANCIAL SUMMARY

	YEAR BEFORE		LAST YEAR		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGE
	LAST	ACTUAL	LAST	ACTUAL	AMENDED	Y-T-D	BUDGET	WORKSPAC
					BUDGET	ACTUAL		
TOTAL OPERATIONS	258,280.64		285,595.34		886,184.00	479,549.73	579,974.00	
*** TOTAL EXPENDITURES ***	258,280.64		285,595.34		888,684.00	480,825.65	582,474.00	
** REVENUE OVER (UNDER) EXPENDITURES **	(25,531.90)		58,096.80		0.00	(247,811.06)	0.00	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND

FINANCIAL SUMMARY

	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGE
	LAST	ACTUAL	AMENDED	Y-T-D	BUDGET	WORKSPAC
			BUDGET	ACTUAL		

REVENUE SUMMARY						
USER & SERVICE CHARGES	472,275.60	622,110.96	621,500.00	532,613.25	621,500.00	
FINES & FORFEITURES	0.00	0.00	0.00	0.00	0.00	
OTHER REVENUE	31,483.28	50,555.46	533,503.00	18,127.24	1,306,075.16	
GRANT AND CONTRIBUTION R	0.00	0.00	0.00	0.00	0.00	
INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	

** TOTAL REVENUE **	503,758.88	672,666.42	1,155,003.00	550,740.49	1,927,575.16	
=====						

EXPENDITURE SUMMARY

TECHNOLOGY SERVICES

SERVICES	0.00	0.00	1,400.00	1,070.19	1,500.00	

TOTAL TECHNOLOGY SERVICES	0.00	0.00	1,400.00	1,070.19	1,500.00	

CITY HARBOR

SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE	0.00	0.00	0.00	1,353.25	0.00	

TOTAL CITY HARBOR	0.00	0.00	0.00	1,353.25	0.00	

HARBOR OF REFUGE

SERVICES	0.00	0.00	20,000.00	0.00	0.00	
MAINTENANCE	0.00	0.00	0.00	136.50	0.00	

TOTAL HARBOR OF REFUGE	0.00	0.00	20,000.00	136.50	0.00	

SMITH HARBOR

SERVICES	0.00	1,217.50	0.00	5,671.98	50,000.00	

50840533.20 CONTRACTED SERV- SMITH HARPERMANENT NOTES:						
HIRE CONSULTANT TO DEVELOP MASTER PLAN						
MAINTENANCE	0.00	0.00	0.00	0.00	0.00	

TOTAL SMITH HARBOR	0.00	1,217.50	0.00	5,671.98	50,000.00	

General Fund Revenue Detail

General Fund Revenues	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Taxes				
Property Taxes Current	3,860,117	3,809,100		3,946,060
Property Taxes Delinquent	89,736	90,000		90,000
Sales Tax Revenue	3,562,168	2,700,000		2,943,000
Natural Gas Franchise Tax	48,550	40,000		40,000
Electrical Franchise Tax	344,054	340,000		340,000
Telephone Franchise Tax	34,467	35,000		35,000
Cable TV Franchise Tax	59,155	60,000		58,000
Waste Collection Franchise	96,260	95,000		95,000
Other Franchise Tax	1,593	500		500
Alcohol Beverage Tax	35,508	25,000		25,000
Total Taxes	8,131,607	7,194,600		7,572,560
Licenses & Permits				
Electrical Licenses	550	0		0
Builder Licenses	9,950	5,000		5,000
Electrical Permits	9,855	7,500		7,500
Building Permits	61,775	40,000		60,000
Plumbing Permits	11,019	7,500		7,500
Mechanical Permits	15,092	10,000		10,000
Trailer Permits	0	0		0
Food Handler's Permits	2,335	1,500		1,000
Liens	1815	0		0

GENERAL FUND

Other Permits & Fees	4,971	20,000	25,000
Alcoholic Beverage Licenses	3,870	2,500	2,500
Animal Licenses & Fee	1,480	2,500	200
Alarm Fees	195	0	0
Total Licenses & Permits	122,908	96,500	118,700
User & Service Charges			
Bauer Center Rentals	51,485	60,000	35,000
Bayfront Rentals	300	0	0
Police Services	3,814	1,500	1,000
Fire Service Fees	0	0	0
Total User & Service Charges	55,599	61,500	36,000
General Fund Revenues	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020 Adopted Budget FY 2020-2021
Fines & Forfeitures			
Penalties & Interest	83,683	80,000	80,000
Tax Attorney Fees	31,033	30,000	30,000
Court Fines	116,947	150,000	125,000
Municipal Court- Collection Agency	27,400	13,000	13,000
Local Time Payment Fees	6,803	4,000	4,000
Arrest Fees	19,072	10,000	10,000
Cash Over- Municipal Court	14.35	0	0
Total Fines & Forfeitures	284,952	287,000	262,000
Other Revenue			
Interest Income	276,219	60,000	60,000
Other Financing Sources	0	0	0
Photo Copies	1,073	0	500
Donations	100	(3,433)	0
Auction Proceeds	4164	0	0
TML Reimbursements	48,341	(22,231)	5,000
Fire Training Reimbursement	0	0	0
Miscellaneous Income	27,468	(45,250)	5,000
Tower of Tex Usage Rights	6,000	6,000	6,000
Equity Balance Forward	0	2,215,021	3,852,494
Total Other Revenue	363,365	2,210,108	3,928,994
Grants and Contributions			
State Grant- Parks	0	0	0
Contribution Lease - Police/Fire	1,938	1,800	1,800

GENERAL FUND

Calhoun County- Fire	196,993	185,000	185,000
Calhoun County- Animal	65,000	65,000	65,000
Point Comfort- Animal	6,000	6,000	6,000
Total Grant and Contributions	269,932	257,800	257,800
Intergovernmental Revenue			
Transfer In- 504 Port Commission	27,000	28,932	35,583
Transfer In- 501 Utility Fund	232,500	244,130	238,775
Transfer In- 503 Beach Fund	9,200	6,982	10,310
Transfer In- 134 Justice Assist Grant	0	0	0
Transfer In- 161 Bayfront Pen Pier	0	0	0
Transfer In- 206 FARF Fund	47,765	13,779	413,700
Transfer In- 101 Hotel/Motel	1,117,017	192,950	277,142
Transfer In- Other	0	0	0
Total Intergovernmental Revenue	1,433,482	486,773	975,510
Total General Fund Revenue	10,661,844	10,594,281	13,151,564

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

TAXES							

411.01	PROPERTY TAXES-CURRENT	3,790,033.56	3,860,116.86	3,809,100.00	3,930,708.92	3,946,060.00	-----
411.02	PROPERTY TAXES-DELINQUENT	97,730.41	89,736.05	90,000.00	71,403.93	90,000.00	-----
412.01	SALES TAX REVENUE	3,138,929.45	3,562,167.76	2,700,000.00	2,864,572.27	2,943,000.00	-----
413.01	NATURAL GAS FRANCHISE TAX	47,033.14	48,549.80	40,000.00	35,083.77	40,000.00	-----
413.02	ELECTRICAL FRANCHISE TAX	351,444.91	344,053.50	340,000.00	227,287.22	340,000.00	-----
413.03	TELEPHONE FRANCHISE TAX	36,072.16	34,466.50	35,000.00	16,662.83	35,000.00	-----
413.04	CABLE TV FRANCHISE TAX	48,952.03	59,155.34	60,000.00	23,421.88	58,000.00	-----
413.05	WASTE COLLECTION FRANCHISE	104,076.37	96,260.08	95,000.00	75,827.52	95,000.00	-----
413.90	OTHER FRANCHISE TAX	1,224.04	1,592.85	500.00	635.40	500.00	-----
414.01	ALCOHOLIC BEVERAGE TAX	36,075.50	35,508.08	25,000.00	22,763.65	25,000.00	-----
TOTAL TAXES		7,651,571.57	8,131,606.82	7,194,600.00	7,268,367.39	7,572,560.00	-----
411.01	PROPERTY TAXES-CURRENT	PERMANENT NOTES: 96% OF CERTIFIED FREEZE ADJUSTED NET TAXABLE VALUE \$517,431,843/ \$100 X .7944 X 96% = \$3,946,059.42 ROUNDED TO \$3,946,060					
412.01	SALES TAX REVENUE	PERMANENT NOTES: 5 YEAR AVERAGE					
LICENSES & PERMITS							

421.01	ELECTRICAL LICENSES	600.00	550.00	0.00	1,020.00	0.00	-----
421.02	BUILDER LICENSES	12,285.00	9,950.00	5,000.00	8,500.00	5,000.00	-----
422.01	ELECTRICAL PERMITS	11,961.52	9,855.00	7,500.00	10,526.21	7,500.00	-----
422.02	BUILDING PERMITS	62,134.82	61,775.35	40,000.00	46,162.74	60,000.00	-----
422.03	PLUMBING PERMITS	10,092.00	11,019.00	7,500.00	8,757.00	7,500.00	-----
422.04	MECHANICAL PERMITS	7,079.75	15,091.95	10,000.00	11,417.70	10,000.00	-----
423.01	TRAILER PERMITS	0.00	0.00	0.00	0.00	0.00	-----
423.02	FOOD HANDLER'S PERMITS	2,830.00	2,335.00	1,500.00	2,132.00	1,000.00	-----
423.03	LIENS	125.00	1,815.20	0.00	1,770.40	0.00	-----
423.90	OTHER PERMITS & FEES	36,883.00	4,971.00	20,000.00	53,187.19	25,000.00	-----
424.01	ALCOHOLIC BEVERAGE PERMITS	5,565.00	3,870.00	2,500.00	2,510.00	2,500.00	-----
425.01	ANIMAL LICENSES & FEES	4,290.00	1,480.00	2,500.00	140.00	200.00	-----
426.01	ALARM FEES	210.00	195.00	0.00	95.00	0.00	-----
TOTAL LICENSES & PERMITS		154,056.09	122,907.50	96,500.00	146,218.24	118,700.00	-----
421.01	ELECTRICAL LICENSES	PERMANENT NOTES: NO CHARGES ALLOWED FOR ELECTRIC LICENSES					
426.01	ALARM FEES	PERMANENT NOTES: ALARM REGISTRATION FEES FALSE ALARM FEES ALARM MONITORING FEES					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

USER & SERVICE CHARGES							

435.06	BAUER CENTER RENTALS	10,500.00	51,485.00	60,000.00	30,495.00	35,000.00	_____
435.07	BAYFRONT RENTALS	300.00	300.00	0.00	650.00	0.00	_____
439.01	POLICE SERVICES	2,654.33	3,814.00	1,500.00	1,214.00	1,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL USER & SERVICE CHARGES		13,454.33	55,599.00	61,500.00	32,359.00	36,000.00	
FINES & FORFEITURES							

441.01	PENALTIES & INTEREST	81,368.69	83,683.14	80,000.00	59,637.77	80,000.00	_____
441.02	TAX ATTORNEY FEES	40,712.24	31,032.73	30,000.00	19,283.13	30,000.00	_____
443.01	COURT FINES	167,670.18	116,946.76	150,000.00	80,865.33	125,000.00	_____
443.02	MUNI COURT- COLLECTION AGEN	12,193.52	27,400.44	13,000.00	12,645.98	13,000.00	_____
443.03	LOCAL TIME PAYMENT FEES	4,902.77	6,802.68	4,000.00	3,776.49	4,000.00	_____
449.02	ARREST FEES	8,222.40	19,071.61	10,000.00	8,703.84	10,000.00	_____
449.03	CASH OVER-MC	100.00	14.35	0.00	0.00	0.00	_____
449.05	RECOVERY ADJUSTMENT FEE	0.00	0.00	0.00	12.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL FINES & FORFEITURES		315,169.80	284,951.71	287,000.00	184,924.54	262,000.00	
OTHER REVENUE							

451.01	INTEREST INCOME	162,734.61	276,218.90	60,000.00	76,543.18	60,000.00	_____
455.01	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	_____
459.02	PHOTO COPIES	1,425.00	1,073.25	0.00	629.80	500.00	_____
459.10	DONATIONS	0.00	100.00	(3,432.82)	4,182.82	0.00	_____
459.11	AUCTION/SALE PROCEEDS	0.00	4,164.00	0.00	0.00	0.00	_____
459.12	TML REIMBURSEMENTS	29,379.76	48,340.97	(22,230.68)	34,703.44	5,000.00	_____
459.15	HURRICANE	0.00	0.00	0.00	0.00	0.00	_____
459.17	FIRE TRAINING REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	_____
459.90	MISCELLANEOUS INCOME	11,797.71	27,467.78	(45,250.00)	51,850.03	5,000.00	_____
459.91	TOWER OF TEX USAGE RIGHTS	6,000.00	6,000.00	6,000.00	4,500.00	6,000.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	2,215,021.36	0.00	3,852,493.95	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		211,337.08	363,364.90	2,210,107.86	172,409.27	3,928,993.95	
459.12	TML REIMBURSEMENTS	PERMANENT NOTES: TML REIMBURSEMENTS FROM PROPERTY & LIABILITY CLAIMS					
459.91	TOWER OF TEX USAGE RIGHTS	PERMANENT NOTES: AMERICAN TOWER RENT- LEASE PAID IN FULL FOR 50 YRS T.I.S.D. INC.					
459.92	EQUITY BALANCE FORWARD	PERMANENT NOTES: FUNDS NEEDED TO COVER CAPITAL IMPROVEMENT PROJECTS FOR GENERAL FUND					

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

REVENUES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

GRANT AND CONTRIBUTION R							

482.01	STATE GRANT- PARKS	5,194.34	0.00	0.00	0.00	0.00	
484.53	OPERATION STONE GARDEN	0.00	0.00	0.00	0.00	0.00	
484.54	CONTRIBUTION LEASE- PD/FIRE	2,193.61	1,938.34	1,800.00	0.00	1,800.00	
484.59	CALHOUN COUNTY-FIRE	190,073.16	196,993.22	185,000.00	150,498.01	185,000.00	
484.60	CALHOUN COUNTY-ANIMAL	65,000.00	65,000.00	65,000.00	48,750.00	65,000.00	
484.61	POINT COMFORT-ANIMAL	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	
		-----	-----	-----	-----	-----	-----
TOTAL GRANT AND CONTRIBUTION R		268,461.11	269,931.56	257,800.00	205,248.01	257,800.00	

INTERGOVERNMENTAL REVENUE

492.01	XFER IN- 504 PORT COMMISSIO	14,499.96	27,000.00	28,932.00	24,110.00	35,583.00	
492.02	XFER IN- 501 UTILITY FUND	245,000.04	232,500.00	244,130.00	253,441.70	238,775.00	
492.04	XFER IN- 503 BEACH FUND	8,000.04	9,200.04	6,982.00	5,818.30	10,310.00	
493.85	XFER IN- FD 134 JUSTICE ASS	0.00	0.00	0.00	0.00	0.00	
493.87	XFER IN- FD 161 BAYFRONT PE	139.36	0.00	0.00	0.00	0.00	
493.88	XFER IN- 206 FARF FUND	187,755.50	47,765.00	13,779.00	43,067.84	413,700.00	
493.89	XFER IN- 101 HOTEL/MOTEL	180,999.96	1,117,017.25	192,950.00	160,791.70	277,142.00	
493.90	XFER IN- OTHER	0.00	0.00	0.00	0.00	0.00	
		-----	-----	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL REVENUE		636,394.86	1,433,482.29	486,773.00	487,229.54	975,510.00	

492.01	XFER IN- 504 PORT COMMISSIPERMANENT NOTES:						
		3% OF PRIOR YEAR REVENUES = \$20,180					
		40% OF ADMINISTRATIVE ASSISTANT'S WAGES = \$15,403					
492.02	XFER IN- 501 UTILITY FUND PERMANENT NOTES:						
		ADMIN CHARGES= 3% OF PRIOR YEAR REVENUES = \$178,775					
		PLUS SPRING CLEAN UP = \$60,000					
492.04	XFER IN- 503 BEACH FUND PERMANENT NOTES:						
		3% OF PRIOR YEAR REVENUES					
493.88	XFER IN- 206 FARF FUND PERMANENT NOTES:						
		FARF PURCHASES FOR FY 2020-21:					
		POLICE = GENERATOR FUEL TANK = \$20,200					
		POLICE = VEHICLE FOR PATROL = \$42,000					
		FIRE = FIRE PUMP, WASH EXTRACTOR = \$11,500					
		FIRE = PPE EXTRACTOR FOR STATION 2 = \$7,000					
		ANIMAL CONTROL = VEHICLE = \$60,000					
		STREETS = DUMP TRUCK = \$75,000					
		STREETS = FRONT END LOADER = \$168,000					
		PARKS & REC. = 1/2 TON PICKUP = \$30,000					
493.89	XFER IN- 101 HOTEL/MOTEL PERMANENT NOTES:						
		BAUER CENTER NET EXPENSE					
		\$262,142 - \$35,000 = \$227,142					

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

REVENUES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

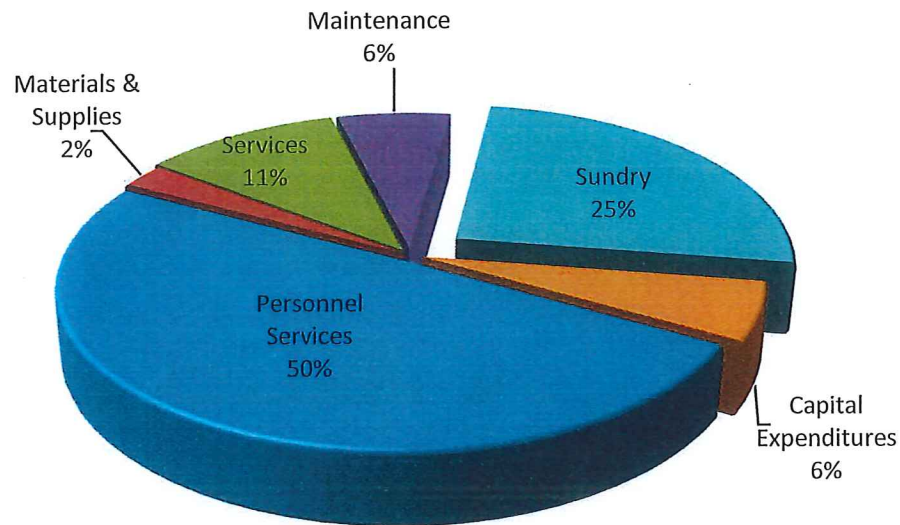
TRANSFER HOT FUNDS OF \$50,000 TO GENERAL FUND FOR ECONOMIC DEVELOPMENT PROJECT: SOUTHERN PACIFIC DEPOT- NEW SIDING AND PAINT WITH NEW WINDOWS AND TRIM ETC.							

** TOTAL REVENUE **	9,250,444.84	10,661,843.78	10,594,280.86	8,496,755.99	13,151,563.95		
	=====	=====	=====	=====	=====	=====	=====

General Fund Expenditures by Function

Expenses by Function	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
Personnel Services	4,495,399	5,363,951		5,391,528	27,577
Materials & Supplies	259,911	262,654		268,180	5,526
Services	980,953	1,165,157		1,345,587	180,430
Maintenance	633,877	694,358		806,306	111,948
Sundry	966,019	2,736,910		3,024,763	287,853
Capital Expenditures	862,895	819,148		2,315,200	1,496,052
Total Expenditures	8,199,054	11,042,178		13,151,564	2,109,386

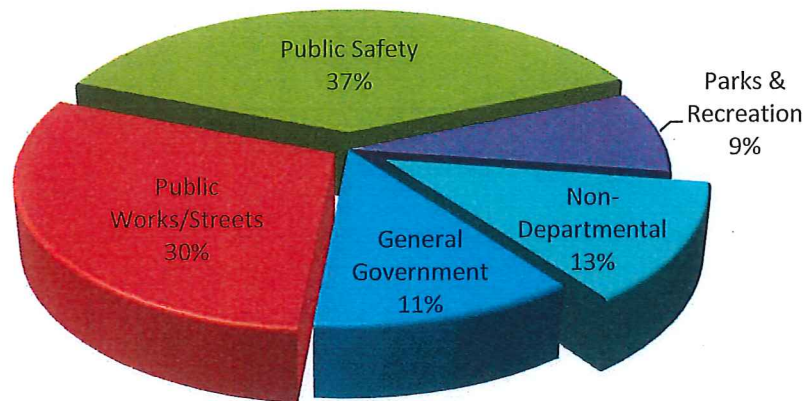
Expenditures by Function



General Fund Expenditures by Department

Department	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance	Variance by %
City Council	33,270	33,360		33,110	-250	-1%
City Manager	205,804	214,600		243,322	28,722	13%
City Secretary	169,792	194,980		202,129	7,149	4%
Human Resource	11,321	17,175		22,075	4,900	29%
Municipal Court	150,127	157,660		164,463	6,803	4%
Technology Services	158,068	169,277		272,956	103,679	61%
Economic Dev.	107,663	191,185		426,133	234,948	123%
Finance	187,858	257,725		264,902	7,177	3%
City Hall	69,311	151,366		153,226	1,860	1%
Police	1,952,102	2,316,078		2,506,896	190,818	8%
Fire	1,192,717	1,445,613		1,402,575	-43,038	-3%
Animal Control	136,196	123,825		245,835	122,010	99%
Code/Inspections	196,482	217,350		199,782	-17,568	-8%
Public Works/Streets	1,702,656	3,157,150		4,128,249	971,099	31%
Parks & Recreation	432,360	799,311		1,294,220	494,909	62%
Bauer Center	763,503	256,850		515,792	258,942	101%
Non-Departmental	729,823	1,338,672		1,075,900	-262,772	-20%
Total Expenditures	8,199,054	11,042,177		13,151,564	2,109,387	19%

Expenditures by Department



Departmental Summaries

CITY COUNCIL

Our Mission

The Port Lavaca City Council is committed to making Port Lavaca a desirable place to live through quality services, responsible use of public resources and a progressive attitude toward community development. With enthusiasm, integrity and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.

Description of our Services

The City Council is the governing and lawmaking body of the City Government, and they shall have and exercise all powers granted by the City Charter, State Law and the State Constitution. The Council also provides legislative leadership in establishing ordinances, resolutions and policies.

Our Leadership Philosophy

The City Council of Port Lavaca will lead...

- By setting the example
- With integrity
- As a servant to the citizens
- By being a part of the community
- By knowing what the citizens want
- By relating to the citizens
- With vision
- With pride
- With unity
- By communicating
- By taking action without a private agenda
- With understanding and compassion
- By being responsive
- By taking responsibility

Strategic Plan Area Dimensions

- Governance
- Infrastructure
- Quality of Life
- Community Development
- Business Development

2020-2021 Goal Statements

- Port Lavaca residents are well informed and involved with the affairs of local city government.
- Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.
- Port Lavaca is known for creating a business development program that is responsive to existing business needs.
- Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.
- Port Lavaca residents enjoy a safe community with great amenities and affordable living.
- Port Lavaca residents will be updated annually on the progress of the City Comprehensive Plan, i.e., Plan Port Lavaca.

Budget Summary

City Council	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	31,120	31,110		31,110
Materials & Supplies	500	500		500
Services	1,750	1750		1,500
Maintenance	0	0		0
Total City Council	33,370	33,360		33,110

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
CITY COUNCIL
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50010511.01	SALARIES & WAGES	28,800.00	28,800.00	28,800.00	24,300.00	28,800.00	_____
50010512.05	EMPLOYER-SOCIAL SECURITY	2,203.20	2,203.20	2,210.00	1,858.95	2,210.00	_____
50010512.30	WORKER'S COMPENSATION	72.04	75.49	100.00	83.92	100.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		31,075.24	31,078.69	31,110.00	26,242.87	31,110.00	
MATERIALS & SUPPLIES							

50010521.01	OFFICE	227.25	441.47	500.00	97.00	500.00	_____
50010521.02	PRINTING	0.00	0.00	0.00	0.00	0.00	_____
50010528.03	NON- CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		227.25	441.47	500.00	97.00	500.00	
50010521.01	OFFICE	PERMANENT NOTES: MINUTE BOOKS					
SERVICES							

50010531.01	TRAVEL & TRAINING	720.52	1,126.75	1,000.00	0.00	750.00	_____
50010531.04	DUES, SUBSCR., & PUBLICATIO	0.00	0.00	0.00	0.00	0.00	_____
50010536.02	TELEPHONE	619.38	622.59	750.00	578.10	750.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		1,339.90	1,749.34	1,750.00	578.10	1,500.00	
50010531.01	TRAVEL & TRAINING	PERMANENT NOTES: TML REGIONAL MEETINGS TML CONFERENCE BUDGETED IN NON-DEPARTMENTAL					
50010536.02	TELEPHONE	PERMANENT NOTES: MAYOR'S CELL PHONE					
		-----	-----	-----	-----	-----	-----
TOTAL CITY COUNCIL		32,642.39	33,269.50	33,360.00	26,917.97	33,110.00	

CITY MANAGER

Our Mission

To provide planning, control, direction, support and coordination to the activities and functions of all City Departments based on City Council Policy, Charter, Codes and State Law.

Description of our Services

The City Manager exercises leadership in maintaining effective communication between the City Council, City employees and the citizens of Port Lavaca. As the City's Chief Executive Officer, the City Manager performs financial monitoring, presents the annual budget, prepares City Council agenda, provides citizen assistance and works on economic and community development opportunities. This office also handles customer service requests, prepares agendas and minutes to the Port Commission and provides general administrative assistance to other programs.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.

Business Development

Port Lavaca is known for creating a business development program that is responsive to existing business needs.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Complete the City Zoning Ordinance and begin additional ordinance changes as recommended in the 2016 Comprehensive Plan
- Promote business development and community engagement at Bayfront Park, Commerce Street and East Main Street
- Advance activities at Main Street Theater
- Assist in Main Street/Commerce Street hotel development (three new incentive grants)
- Seek additional grant funding to support coastal projects and infrastructure improvements (focus on erosion at Harbor of Refuge)
- Improve transparency in government processes by implementing GIS mapping and document postings

2019-2020 Accomplishments of Prior Year Business Plans

- Obtained \$1.2 million grant from the U. S. Economic Development Administration for Harbor of Refuge improvements
- Filed FEMA paperwork to facilitate fund reimbursement for rehabilitation work
- Completed fishing pier at Bayfront Park
- Purchased Smith Harbor and associated properties for Bayfront improvements
- Awarded \$200,000 Texas Parks and Wildlife Trails Grant

Budget Summary

City Manager	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	196,600	204,150		115,882
Materials & Supplies	700	700		600
Services	9,750	9,750		126,840
Maintenance	0	0		0
Sundry	0	0		0
Total City Manager	207,050	214,600		243,322

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
City Manager	1	1	1
Administrative Assistant	1	1	1
Total	2	2	2

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

CITY MANAGER

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50020511.01	SALARIES & WAGES	185,930.65	161,748.41	168,500.00	137,018.70	95,643.00	_____
50020512.05	EMPLOYER-SOCIAL SECURITY	10,769.25	11,680.67	12,900.00	10,791.05	7,323.33	_____
50020512.10	EMPLOYER-T.M.R.S.	11,434.47	9,842.05	10,400.00	8,377.86	5,904.08	_____
50020512.20	GROUP H/D INS PREMIUMS	20,655.14	12,148.66	11,850.00	8,200.10	6,727.25	_____
50020512.30	WORKER'S COMPENSATION	554.76	377.43	500.00	419.53	283.85	_____
50020512.31	OTHER BENEFITS	300.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		229,644.27	195,797.22	204,150.00	164,807.24	115,881.51	
MATERIALS & SUPPLIES							

50020521.01	OFFICE	2,056.17	435.64	600.00	155.81	500.00	_____
50020521.03	POSTAGE	56.67	30.05	100.00	68.55	100.00	_____
50020528.03	NON- CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		2,112.84	465.69	700.00	224.36	600.00	
SERVICES							

50020531.01	TRAVEL & TRAINING	4,202.64	2,945.06	5,750.00	1,581.20	2,500.00	_____
50020531.04	DUES, SUBSCR., & PUBLICATIO	2,892.28	2,933.00	2,000.00	855.00	2,000.00	_____
50020533.14	CONTRACTED SERVICES	89,033.45	0.00	0.00	11,399.10	119,340.00	_____
50020536.02	TELEPHONE	1,341.47	3,663.42	2,000.00	2,965.38	3,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		97,469.84	9,541.48	9,750.00	16,800.68	126,840.00	
50020531.01	TRAVEL & TRAINING	PERMANENT NOTES: TCMA CONFERENCE TCMA REGIONAL MEETINGS (QTRLY) LEGISLATIVE MEETINGS (NEW)					
50020531.04	DUES, SUBSCR., & PUBLICATIO	PERMANENT NOTES: ICMA TCMA					
50020533.14	CONTRACTED SERVICES	PERMANENT NOTES: INCLUDES AN INTERIM CITY MANAGER PAY FOR 7 MONTHS					
50020536.02	TELEPHONE	PERMANENT NOTES: INCLUDES CELL PHONE					
		-----	-----	-----	-----	-----	-----
TOTAL CITY MANAGER		329,226.95	205,804.39	214,600.00	181,832.28	243,321.51	

CITY SECRETARY

Our Mission

To provide support, assistance and information to the City Council and City Manager so that they have the resources required to efficiently and effectively conduct the business of the City and its citizens; to preserve City documents so that the City Council, City employees and citizens of Port Lavaca may stay informed by having timely and convenient access to City records. This office also conducts and monitors City elections in strict compliance with all applicable laws, in the most efficient and effective manner possible; and keeps elected officials, staff and the general public well informed regarding elections and election procedures.

Description of our Services

The Office of the City Secretary is responsible for the preparation of agendas and minutes for all City Council meetings; ensuring compliance with the Public Information Act for Texas Open Meetings and Public Records request; maintains all official records of the City, including minutes, contracts, ordinances, resolutions and deeds; oversees processing of all open records requests; attests the signature of the Mayor and affixes the City seal on all official documents. This office also prepares and posts all required documentation for the administration of City elections.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

2020-2021 Business Plans (Objectives)

- Streamline public records request process through FOIA program process
- Update Laserfiche Imaging Program to latest version and add other users
- Implement elections information and forms through ClerkBase Program on website
- Establish online records management research through website

2019-2020 Accomplishments of Prior Year Business Plans

- Other Completed Goals:
- Expanded chronological listing of events for indexing project purposes
- Implemented Elections information and forms through ClerkBase program on website
- Established online Records Management research through website

Budget Summary

City Secretary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	148,600	169,980		174,569
Materials & Supplies	1,500	1,500		1,560
Services	19,500	23,500		26,000
Maintenance	0	0		0
Capital Expenditures	0	0		0
Total City Secretary	169,600	194,980		202,129

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
City Secretary	1	1	1
Assistant City Secretary	1	1	1
Total	2	2	2

Performance Measures

<i>Our Workload</i>	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Number of Agendas/Meetings/Mins.	34	34	34	34
Number of requests for Public Info.	37	111	200	275
Number of new Ordinances approved	9	7	10	10
Number of closed sessions	15	12	12	12
Number of public hearings	6	8	8	8
Number of Proclamations	9	16	12	12
Number of resolutions approved	35	28	30	30
Number of elections prepared for	1	1	1	1
<i>Measuring our Effectiveness</i>				
% of Agendas posted 72 hours prior to meeting	100%	100%	100%	100%
% of Minutes approved as written the first time	100%	100%	100%	100%

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND
CITY SECRETARY
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

PERSONNEL SERVICES							

50030511.01	SALARIES & WAGES	112,656.52	111,087.83	113,150.00	91,834.76	116,205.05	_____
50030511.07	SALARIES & WAGES-OVERTIME	548.11	1,072.75	0.00	1,097.84	0.00	_____
50030512.05	EMPLOYER-SOCIAL SECURITY	8,220.18	7,548.37	8,675.00	6,910.57	8,909.23	_____
50030512.10	EMPLOYER-T.M.R.S.	6,956.52	6,824.93	6,950.00	5,682.50	7,137.65	_____
50030512.20	GROUP H/D INS PREMIUMS	36,494.52	36,414.24	40,875.00	19,304.29	41,978.63	_____
50030512.30	WORKER'S COMPENSATION	337.66	339.67	330.00	276.90	338.91	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		165,213.51	163,287.79	169,980.00	125,106.86	174,569.47	
MATERIALS & SUPPLIES							

50030521.01	OFFICE	703.67	1,662.66	1,000.00	911.12	1,000.00	_____
50030521.03	POSTAGE	56.55	10.76	0.00	8.59	60.00	_____
50030528.03	NON- CAPITALIZED ASSETS	701.49	0.00	500.00	0.00	500.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		1,461.71	1,673.42	1,500.00	919.71	1,560.00	
SERVICES							

50030531.01	TRAVEL & TRAINING	7.15	526.42	4,000.00	25.00	2,000.00	_____
50030531.04	DUES, SUBSCR. , & PUBLICATIO	823.85	1,234.00	500.00	487.95	500.00	_____
50030531.10	ELECTION COST	6,963.02	0.00	8,500.00	7,486.52	7,500.00	_____
50030533.14	CONTRACTED SERVICES	2,259.82	2,067.46	10,000.00	2,962.02	15,000.00	_____
50030536.02	TELEPHONE	1,003.10	1,003.22	500.00	644.83	1,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		11,056.94	4,831.10	23,500.00	11,606.32	26,000.00	
50030531.01	TRAVEL & TRAINING	PERMANENT NOTES: 4 SEMINARS PLUS ELECTION SEMINAR					
50030531.04	DUES, SUBSCR. , & PUBLICATIO	PERMANENT NOTES: TMCA DUES PORT LAVACA WAVE, VICTORIA ADVOCATE TEXAS MUNICIPAL LAW & PROCEDURES MANUAL TEXAS MUNICIPAL CLERKS HANDBOOK TEXAS GOVERNMENT CODE MCCi \$550.00 YR TO MANAGE ORDINANCES ON WEB AND UPDATE TMCCP (TX MUN CLERKS CERT PROGRAM) ELECTION LAW MANUAL 4TH EDITION; LAW & PROCEDURE 6TH EDITION THE 2018 TEXAS ELECTION CODE TEXAS ELECTION CODE LAW AND PROCEDURE					
50030531.10	ELECTION COST	PERMANENT NOTES: FOR DISTRICTS 2 & 6					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
CITY SECRETARY
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

EQUIPMENT SUPPLIES AND LEASE OF VOTING MACHINE; PLUS CONTRACTING ELECTION JUDGES AND CLERKS							
50030533.14 CONTRACTED SERVICES	PERMANENT NOTES: CODIFICATION & REVISIONS OF ORDINANCES ON THE WEBSITE AND BOOK SUPPLEMENTS, MCCi ORDINANCE CODIFICATION UPGRADE (DEPENDING ON # PER YEAR) RETENTION/SCAN PROJECT CENSUS 2020 REDISTRICTING						
MAINTENANCE							
50030544.50 R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	788.00	0.00		
TOTAL MAINTENANCE	0.00	0.00	0.00	788.00	0.00		
TOTAL CITY SECRETARY	177,732.16	169,792.31	194,980.00	138,420.89	202,129.47		
=====							

HUMAN RESOURCE

Our Mission

To provide information regarding policies, procedures, employment and employee benefits to the City staff and all employees; and to support the City's efforts to attract, develop and retain a diverse, well-qualified and productive workforce that is capable of providing quality services to the citizens of Port Lavaca.

Description of our Services

The Human Resource Department provides services to City employees; processes all hiring and termination of employees; maintains personnel and medical files on all employees; processes workman compensation claims; unemployment claims; resolves retirement fund issues; and health/dental insurance coverage issues. This department works closely with department heads, payroll and the safety committee in all matters involving employees of the City.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

2020-2021 Business Plans (Objectives)

- Re-aligned Human Resource Department
- Update HR and Workplace Policies to current compliance
- Update job descriptions to be more in-line with other cities
- Completed salary survey
- Continue to reduce the number of risk and work related injuries with additional safety training
- Continue to improve the applicant recruiting effort using Texas Municipal League resources
- Continue to update the department's website page

2019-2020 Accomplishments of Prior Year Business Plans

- Implemented new hire fitness requirements
- Implemented the new performance evaluation process tool
- Implemented an employee training developmental model
- Maintained the City required certifications in the Human Resource software
- Implemented department wide health & fitness challenges

Budget Summary

Human Resource	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	0	0		0
Materials & Supplies	1,075	3,675		1,075
Services	12,000	13,500		21,000
Maintenance	0	0		0
Capital Expenditures	0	0		0
Total	13,075	17,175		22,075

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Finance/Human Resource Specialist	0	0	0
Total	0	0	0

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
HUMAN RESOURCE
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
PERSONNEL SERVICES							
50035511.01 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	
50035512.05 EMPLOYER-SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00	
50035512.10 EMPLOYER-T.M.R.S.	0.00	0.00	0.00	0.00	0.00	0.00	
50035512.20 GROUP H/D INS PREMIUMS	0.00	0.00	0.00	0.00	0.00	0.00	
50035512.30 WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	

MATERIALS & SUPPLIES

50035521.01 OFFICE	895.84	557.95	1,000.00	942.63	1,000.00	
50035521.02 PRINTING	0.00	45.97	0.00	0.00	0.00	
50035521.03 POSTAGE	0.00	0.00	75.00	0.00	75.00	
50035528.03 NON- CAPITALIZED ASSETS	265.00	0.00	2,600.00	1,695.00	0.00	
TOTAL MATERIALS & SUPPLIES	1,160.84	603.92	3,675.00	2,637.63	1,075.00	

50035521.01 OFFICE

PERMANENT NOTES:

FILE FOLDERS, LABELS, HANGING FOLDERS, INK CARTRIDGES,
PENS, ETC.
CUSTOMER SERVICE TRAINING

SERVICES

50035531.01 TRAVEL & TRAINING	1,131.32	0.00	1,500.00	149.00	3,000.00	
50035531.04 DUES, SUBSCR., & PUBLICATIO	1,764.30	541.00	1,500.00	433.00	1,500.00	
50035531.05 EMPLOYMENT INCENTIVES	0.00	1,695.00	5,000.00	4,025.63	10,000.00	
50035532.03 MEDICAL SERVICES	3,267.44	7,084.00	4,000.00	5,960.00	5,000.00	
50035533.14 CONTRACTED SERVICES	1,162.00	1,178.00	1,500.00	2,854.15	1,500.00	
50035536.02 TELEPHONE	2,351.51	219.28	0.00	178.51	0.00	
TOTAL SERVICES	9,676.57	10,717.28	13,500.00	13,600.29	21,000.00	

50035531.01 TRAVEL & TRAINING

PERMANENT NOTES:

TRAINING & EDUCATIONAL
TMHRA CONFERENCE
TMRS MEETING AND WORKSHOPS
*CITY WIDE TRAINING MATERIALS BUDGETED IN NON-DEPARTMENTAL

50035531.04 DUES, SUBSCR., & PUBLICATI

PERMANENT NOTES:
PORT LAVACA WAVE, VICTORIA ADVOCATE, TML JOB ADVERTISEMENTS,
JJ KELLER- RENEWS EVERY 5 YEARS- BEG MARCH 2018
SHRM
TMHRA
LABOR LAW POSTERS, HR SPECIALIST, TEXAS EMPLOYMENT LAW
TEXAS EMPLOYMENT LAW

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

HUMAN RESOURCE

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
50035531.05	EMPLOYMENT INCENTIVES	PERMANENT NOTES: TUITION ASSISTANCE RELOCATION INCENTIVE					
50035532.03	MEDICAL SERVICES	PERMANENT NOTES: NEW HIRE PHYSICALS AND DRUG TESTING EMPLOYEE FLU SHOTS FOR FY 19-20 NEW HIRE FITNESS TEST					
50035533.14	CONTRACTED SERVICES	PERMANENT NOTES: CONTRACTED SERVICES, EMPLOYEE BACKGROUND CHECKS					
MAINTENANCE							
50035544.50	R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	0.00	0.00	
50035544.51	MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE		0.00	0.00	0.00	0.00	0.00	
TOTAL HUMAN RESOURCE		10,837.41	11,321.20	17,175.00	16,237.92	22,075.00	

MUNICIPAL COURT

Our Mission

To serve the public in a fair, impartial, efficient and accountable manner for matters related to Class "C" offenses filed within the city limits of the City of Port Lavaca.

Description of our Services

The Municipal Court provides administrative support for the City of Port Lavaca's municipal court proceedings. Municipal Court is responsible for the collection of fines and fees, court scheduling, issuing, tracking and clearing warrants, maintaining court records and reporting to state agencies.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Implement technological enhancements for the Court such as going paperless
- Have the Judge's Secure by means of a Secure Signature (Fingerprint)
- Digital Cameras for Defendant ID photo for integration with warrant issuance/execution
- Court staff to continue mandated education and training for knowledge of legal processing
- Coordinate with Police Dept in tracking and clearing warrants

2019-2020 Accomplishments of Prior Year Business Plans

- Implemented Digital Court Case Retention Schedule
- Implemented Automated Phone Call / Texting / Messaging System
- Implemented higher level of knowledge through court certification programs
- Work with other city departments to establish community service activities as alternate means of disposing of outstanding fines
- Established Court Security Committee

Budget Summary

Municipal Court	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	128,825	137,160		142,963
Materials & Supplies	1,500	1,500		1,750
Services	12,000	19,000		19,750
Maintenance	0	0		0
Sundry	0	0		0
Total Municipal Court	142,325	157,660		164,463

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Municipal Court Judge - Exempt	1	1	1
Municipal Court Clerk	1	1	2
Municipal Court Assistant	1	1	0
Total	3	3	3

Performance Measures

<i>Our Workload</i>	Actual FY 2017-2018	Actual FY 2018-2019	Estimated FY 2019-2020	Projected FY 2020-2021
Number of citations filed	1540	1018	630	1000
Number of warrants issued	670	703	180	500
Number of juvenile citations filed	25	66	36	40
Number of property/evidence hearing cases	0	0	0	0
Measuring our Effectiveness				
# of case files created within 24 hours of citation receipt	100%	100%	100%	100%
# of warrants issued within 30 days of failure to appear	97%	97%	97%	97%

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND
 MUNICIPAL COURT
 DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50060511.01	SALARIES & WAGES	91,169.81	81,226.79	82,250.00	65,199.61	84,470.75	
50060511.07	SALARIES & WAGES-OVERTIME	0.00	0.00	0.00	707.28	0.00	
50060512.05	EMPLOYER-SOCIAL SECURITY	6,774.98	5,291.70	6,300.00	4,793.96	6,470.10	
50060512.10	EMPLOYER-T.M.R.S.	4,541.10	3,847.44	1,850.00	3,112.59	4,000.00	
50060512.20	GROUP H/D INS PREMIUMS	25,870.06	37,091.00	46,525.00	16,988.40	47,781.18	
50060512.30	WORKER'S COMPENSATION	253.79	245.34	235.00	197.16	241.35	
TOTAL PERSONNEL SERVICES		128,609.74	127,702.27	137,160.00	90,999.00	142,963.38	

50060511.01 SALARIES & WAGES
 PERMANENT NOTES:
 FUND 112 JUVENILE CASE MANAGER FUND WILL CLOSE TO FD 001
 JUDGE'S SALARY OF \$1,500/MO OR \$18,000/YR. IS INCLUDED

MATERIALS & SUPPLIES

50060521.01	OFFICE	998.92	992.77	1,000.00	631.45	1,000.00	
50060521.03	POSTAGE	701.95	879.82	500.00	361.80	750.00	
50060528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	
TOTAL MATERIALS & SUPPLIES		1,700.87	1,872.59	1,500.00	993.25	1,750.00	

50060521.03 POSTAGE
 PERMANENT NOTES:
 LEGISLATURE DICTATES MORE NOTICES TO BE SENT TO DEFENDENTS

SERVICES

50060531.01	TRAVEL & TRAINING	1,979.40	2,830.27	2,000.00	656.16	2,000.00	
50060531.04	DUES, SUBSCR., & PUBLICATIO	0.00	234.65	200.00	70.00	200.00	
50060531.05	ADVERTISING & LEGAL NOTICES	0.00	0.00	300.00	0.00	50.00	
50060533.11	SCOFFLAW-TXDOT	829.52	0.00	1,000.00	0.00	1,000.00	
50060533.12	COLLECTION ATTY FEE	13,082.93	16,192.34	14,000.00	8,521.91	15,000.00	
50060536.02	TELEPHONE	1,252.13	1,242.95	1,500.00	954.26	1,500.00	
TOTAL SERVICES		17,143.98	20,500.21	19,000.00	10,202.33	19,750.00	

50060531.01 TRAVEL & TRAINING
 PERMANENT NOTES:
 ADDITIONAL TRAINING FOR COURT CLERKS

50060531.04 DUES, SUBSCR., & PUBLICATIO
 PERMANENT NOTES:
 MEMBERSHIP DUES- JUDGE & CLERK
 COURT SUBSCRIPTION

50060531.05 ADVERTISING & LEGAL NOTICE
 PERMANENT NOTES:
 ADVERTISING WARRANT ROUND UP

50060533.11 SCOFFLAW-TXDOT
 PERMANENT NOTES:

TECHNOLOGY SERVICES

Budget Summary

TECHNOLOGY SERVICES	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	0	0		0
Materials & Supplies	0	0		0
Services	0	13,150		18,050
Maintenance	160,315	156,127		254,906
Total	160,315	169,277		272,956

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
TECHNOLOGY SERVICES
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES							
50070536.0110CABLE & INTERNET	0.00	0.00	2,650.00	1,837.60	2,850.00		
50070536.0120CABLE & INTERNET	0.00	0.00	3,050.00	2,874.97	3,350.00		
50070536.0410CABLE & INTERNET	0.00	0.00	1,350.00	918.80	1,350.00		
50070536.0502CABLE & INTERNET	0.00	0.00	0.00	1,051.83	1,500.00		
50070536.9800CABLE & INTERNET	0.00	0.00	6,100.00	5,554.23	9,000.00		
TOTAL SERVICES	0.00	0.00	13,150.00	12,237.43	18,050.00		

MAINTENANCE

50070542.0030CONTRACTED SERVICE- CITY SE	0.00	5,670.00	6,720.00	6,674.12	15,461.00	
50070542.0060CONTRACTED SERVICE- MUNC. C	0.00	8,240.14	13,765.00	13,571.99	18,421.00	
50070542.0075CONTRACTED SERVICE- ECO. DE	443.49	487.34	929.00	540.18	941.00	
50070542.0110CONTRACTED SERVICE- POLICE	0.00	52,162.44	57,955.00	52,915.13	93,946.00	
50070542.0120CONTRACTED SERVICE- FIRE DE	0.00	6,028.24	3,912.00	2,881.80	9,438.00	
50070542.0320CONTRACTED SERVICE- CODE/IN	0.00	8,073.92	8,346.00	8,539.14	8,189.00	
50070542.0410CONTRACTED SERVICES- STREET	0.00	0.00	0.00	0.00	24,474.00	
50070542.9800CONTRACTED SERVICE- ALL DEP	0.00	77,406.34	64,500.00	67,418.45	84,036.00	
TOTAL MAINTENANCE	443.49	158,068.42	156,127.00	152,540.81	254,906.00	

50070542.0030CONTRACTED SERVICE- CITY SPERMANENT NOTES:

MUNICODE INTERNET FEE (WEB HOSTING) = \$1,050
MUNIDOCs = \$1,200
MUNICODE MEETINGS MANAGEMENT = \$4,800
JUST FOIA (FREEDOM OF INFORMATION ACT) ANNUAL FEE = \$6,006
JUST FOIA (FREEDOM OF INFORMATION ACT) ONE TIME FEE = \$2,405

50070542.0060CONTRACTED SERVICE- MUNC. PERMANENT NOTES:

TYLER TECHNOLOGIES COURT ONLINE COMPONENT = \$1,200.00
TYLER TECHNOLOGIES CENTRAL CASH COLLECTION = \$2,597.50
TYLER TECHNOLOGIES COURT CASE MANAGEMENT = \$12,647
TYLER TECHNOLOGIES COLLECTION AGENCY EXPORT INTERFACE = \$654
TYLER TECHNOLOGIES DMV/SCOFFLAW PROGRAM INTERFACE = \$1,322

50070542.0075CONTRACTED SERVICE- ECO. DPERMANENT NOTES:

AUTO CAD LIGHT ANNUAL FEE = \$433
MICROSOFT ANNUAL FEE - \$107.18
LOCAL IT SOLUTIONS (WEBSITE HOSTING) = \$400

50070542.0110CONTRACTED SERVICE- POLICEPERMANENT NOTES:

LOCAL IT SOLUTIONS:
NETWORK SERVICES = \$1,810/MO. OR \$21,720/YR.
CLOUD BASED BACKUP = \$13,380
REPLACE 6 COMPUTERS @ \$700 EA. = \$4,200
SERVER = \$10,000

001-GENERAL FUND
TECHNOLOGY SERVICES
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVER SOFTWARE = \$1,200						
TYLER TECHNOLOGIES:						
PUBLIC SAFETY SUITE = \$5,153.64						
PUBLIC SAFETY SUITE (PET REGISTRATION & ALARM) 2 UNITS = \$551.25						
PUBLIC SAFETY SUITE- MAINTENANCE = \$682.45						
BRAZOS RDC SOFTWARE MAINTENANCE = \$2,345.18						
BRAZOS RDC SOFTWARE INTERFACE TO COURT MAINTENANCE = \$871.06						
BRAZOS RDC SOFTWARE INTERFACE TO PUBLIC SAFETY-MAINT=\$871.06						
MVBA COLLECTION EXPORT INTERFACE = \$452.85						
CAD = \$5,817.49						
DISPATCHER = \$1,018.05						
NCIC SERVICE INTERFACE= \$2,400.87						
NCIC CLIENT INTERFACE = \$369.37						
RMS MAPPING INTERFACE = \$1,120.67						
BASE RMS SYSTEM = \$8,144.48						
SEX OFFENDER = \$535.32						
ACCIDENT REPORT DIAGRAMMING SOFTWARE INTERFACE = \$244.34						
POLICE DEPT. NON-CAPITALIZED ASSETS:						
EPSON PORTABLE PRINTER = \$409						
MICROSOFT PRO 5 LTE = \$810						
ZEBRA RUGGED TABLET L10 XPAD = \$2,446						
2 WIRELESS SCANNERS = \$1,370						
2 ZEBRA BARCODE PRINTERS WITH LABELS/RIBBONS = \$1,223						
FIJITSU SCANNER = \$409						
TRACKER PRODUCTS LLC- (SAFE 'CLOUD BASED' CAL LICENSE = \$6,200						
50070542.0120CONTRACTED SERVICE- FIRE DPERMANENT NOTES:						
EMERGENCY REPORTING = \$2,500						
E-DISPATCH = \$1,488						
MOBILE WIRELESS UC = \$400						
SOUTHERN SOFTWARE (ANNUAL SOFTWARE RENEWAL FOR MOBILE DATA TABLETS) = \$1,050 FOR 6 APPARATUS TOUGHBOOKS						
LOCAL IT SOLUTIONS (2EA. MICROSOFT URFACE PRO X TABLET) = \$4,000						
50070542.0320CONTRACTED SERVICE- CODE/IPERMANENT NOTES:						
IWORQ ANNUAL FEE= \$4,800						
TYLER TECHNOLOGIES BUILDING PROJECTS = \$3,389						
50070542.0410CONTRACTED SERVICES- STREEPERMANENT NOTES:						
IWORQ - PUBLIC WORKS INFRASTRUCTURE = \$4,273.50						
IWORQ - CAPITAL ASSET STORMWATER = \$2,000						
STREET LEVEL IMAGING/ PAVEMENT ASSESSMENT = \$18,200						
50070542.9800CONTRACTED SERVICE- ALL DEPERMANENT NOTES:						
IWORQ - FACILITIES MANAGEMENT = \$1,325						
MICROSOFT (LOCAL IT SOLUTIONS RECOMMENDATION) = \$100						
GOOGLE FOR E-MAIL SERVICE (STARTED FEB 3, 2020) = \$4,050						

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND
 TECHNOLOGY SERVICES
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
CLEARGOV ANNUAL FEE = \$3,125						
CLEARGOV ONE TIME PAYMENT = \$900						
JOE SLIVA (CITY WEBSITE) \$1,440						
JOE SLIVA (CITY WEBSITE)- MAINTENANCE = \$400						
LOCAL IT SOLUTIONS:						
ANNUAL NETWORK SERVICES = \$30,000						
HURRICANE HARVEY = \$2,000						
CLOUD BASED BACKUP FOR CITY HALL = \$6,000						
5 COMPUTERS FOR CITY @ \$700 EA. = \$3,500						
TYLER TECHNOLOGIES:						
CALL CENTER = \$1,109.50						
HUMAN RESOURCE BASE PACKAGE = \$4,531						
U/SQL DATA DICTIONARY = \$2,260						
CORE FINANCIALS = \$11,695						
PURCHASE ORDERS = \$4,679						
PAYROLL/ PERSONNEL = \$5,953						
FIXED ASSETS = \$968.50						
TOTAL TECHNOLOGY SERVICES	443.49	158,068.42	169,277.00	164,778.24	272,956.00	

ECONOMIC DEVELOPMENT

Our Mission

To promote, develop and enhance community and business development.

Description of our Services

The Economic Development Department will design, coordinate, manage and promote Economic Development initiatives. Primary focus will be on new business attraction, building relationships with existing industry, tourism development as well as waterfront and downtown development.



Strategic Focus

Business Development

Port Lavaca is known for creating a business development program that is responsive to existing business needs.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

2020-2021 Business Plans (Objectives)

- Continue to work on adoption of a Unified Development Code – CP Action Item 1
- Continue to work with TCEQ on ReSTORE funding to remove the sunken barges in the bay -CP Action Item 2
- Pursue GLO/FEMA/other funding opportunities for Living Shoreline protection project(s) – CP Action Item 2/14
- Work with TPWL and contract engineering firm to complete the BayFront Park improvements projects – CP Action Item 4
- Construct New Gateway sign and Landscaping at Hwy 35 & 87 & Hwy 35/Causeway – CP Action Item 11
- Continue to work with Claret Crossing developer to promote the development for affordable housing – CP Action Item 13
- Continue to work with MainStreet Committee on planter boxes and repairs to sidewalks needed in Downtown - CP Action Item 14
- Continue to work with the owners of the old hotel on Main Street on renovations to the facility – CP Action Item 14
- Continue to pursue applications for Façade grants – CP Action Item 17
- Continue to meet quarterly with the Port Lavaca Visioning Committee and as needed with the Economic Development Committee.
- Continue a Business-Friendly attitude with regard to platting and development

2019-2020 Accomplishments of Prior Year Business Plans

- Worked with a committee of volunteers and staff and completed a draft Unified Development Code ordinance
- Prepared construction documents for Parks Dept. and completed the renovation of the Wilson Park Concession Stand – CP Action Item 4
- Worked with Contracted engineering firm to prepare construction documents for drainage and parking improvements at Wilson Park – CP Action Item 4
- Worked with TPWL for approval to start on Bayfront Improvement projects to be paid with local funds. – CP Action Item 4
- Completed applicable asbestos abatement/leveling and reroof of the Southern Pacific Railroad Depot – CP Action Item 6
- Completed gutter/downspout and windows and asbestos and pigeon excrement abatement of Old Fire Station – CP Action Item 6
- Completed repairs to the marquee at the Main Street Theatre – CP Action Item 6
- Completed a Wetlands Delineation Study of the Bayfront to City Harbor area to help in establishing a route for a future boardwalk – CP Action Item 9
- Approved Final Plat of Claret Crossing including a dedicated pocket park – CP Action Item 10
- Assisted Parks Dept. in replacing aging/damaged playground equipment at Bayfront and Lighthouse Beach Parks – CP Action Item 10
- Developed a City-wide sidewalk plan and worked with Planning Board to prioritize new sidewalk projects over the next 5 years; completed 0.5 mile sidewalk on Houston St. – CP Action Plan 11
- Established a Port Lavaca Vision Committee to meet quarterly
- Worked with the Main Street Committee to complete a Main Street Cleanup Work Day in March - CP Item 14
- Working with FEMA and TDEM, all Hurricane Harvey recovery projects are now obligated by FEMA.
- Moved the Planning Board regular meeting date to one week prior to the Council meeting to provide for more prompt action of platting and development issues.
- Began a feature article series entitled “Pieces of Port Lavaca” for Facebook and the City’s website
- Promoted the City’s Economic Development Facebook page and shared information relevant to local businesses.

Budget Summary

Economic Development (ED)	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	103,950	109,185		112,133
Materials & Supplies	2,500	2,500		1,000
Services	11,000	9,500		7,500
Maintenance	0	0		500
Sundry	35,000	40,000		25,000
Capital Expenditures	30,000	30,000		280,000
Total Economic Dev.	182,450	191,185		426,133

2020- 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Economic Dev./Engineering/Planning	1	1	1
Total	1	1	1

Performance Measures

	Actual	Actual	Estimated	Projected
<i>Our Workload</i>	FY 2018-2019	FY 2019-2020	FY 2019-2020	FY 2020-2021
# of Commercial Projects/plats Approved			5	5
# of Port Lavaca Pride Grants processed	1		3	3
# of ne business inquires				
<i>Measuring our Effectiveness</i>				
# of businesses started of committed to come into Port Lavaca/Calhoun County				

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
ECONOMIC DEVELOPMENT
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50075511.01	SALARIES & WAGES	87,284.38	84,136.73	90,000.00	72,974.44	92,430.00	_____
50075512.05	EMPLOYER-SOCIAL SECURITY	6,704.90	6,112.44	7,200.00	5,757.73	7,394.40	_____
50075512.10	EMPLOYER-T.M.R.S.	5,332.59	5,119.46	5,780.00	4,461.65	5,936.06	_____
50075512.20	GROUP H/D INS PREMIUMS (683.86)	6,141.83	5,925.00	4,508.70	6,084.98	_____
50075512.30	WORKER'S COMPENSATION	285.80	226.46	280.00	234.92	287.56	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		98,923.81	101,736.92	109,185.00	87,937.44	112,133.00	
MATERIALS & SUPPLIES							

50075521.01	OFFICE	464.16	382.02	2,000.00	65.53	500.00	_____
50075521.02	PRINTING	0.00	0.00	500.00	0.00	500.00	_____
50075524.01	UNIFORMS	0.00	0.00	0.00	0.00	0.00	_____
50075528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		464.16	382.02	2,500.00	65.53	1,000.00	
50075521.02	PRINTING	PERMANENT NOTES: VARIOUS PRINTS/ COPIES OF LARGE DRAWINGS					
SERVICES							

50075531.01	TRAVEL & TRAINING	968.82	245.96	4,000.00	106.93	2,500.00	_____
50075531.04	DUES, SUBSCR., & PUBLICATIO	1,406.99	1,406.99	2,000.00	991.94	2,500.00	_____
50075531.07	PUBLIC & EMPLOYEE RELATIONS	220.84	0.00	1,000.00	87.45	500.00	_____
50075533.14	CONTRACTED SERVICES	0.00	27.50	0.00	0.00	0.00	_____
50075536.02	TELEPHONE	3,081.63	1,863.41	2,500.00	967.18	2,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		5,678.28	3,543.86	9,500.00	2,153.50	7,500.00	
50075531.01	TRAVEL & TRAINING	PERMANENT NOTES: TEDC ANNUAL CONFERENCE TML ED CONFERENCE TCEQ WATER QUALITY CONFERENCE TEDC ANNUAL CONFERENCE OTHER OFFSITE AND ONLINE TRAINING OPPORTUNITIES					
50075531.04	DUES, SUBSCR., & PUBLICATIO	PERMANENT NOTES: ENGINEER'S ANNUAL FEE ROTARY TEDC ANNUAL DUES SPLASHTOP ANNUAL FEES ADOBE SEND NOW ANNUAL SUBSCRIPTION					
50075536.02	TELEPHONE	PERMANENT NOTES: SBDC OFFICE- PHONE AND FAX					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND
ECONOMIC DEVELOPMENT
DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

ED OFFICE							
CELL PHONE							

MAINTENANCE							

50075544.50	R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	0.00	500.00	
50075544.51	MAINTENANCE CONTRACTS	9,000.00	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE		9,000.00	0.00	0.00	0.00	500.00	

SUNDRY							

50075554.97	FACADE GRANTS	0.00	2,000.00	25,000.00	10,890.00	25,000.00	
50075554.98	BUSINESS DEVELOPMENT GRANTS	0.00	0.00	15,000.00	0.00	0.00	
TOTAL SUNDRY		0.00	2,000.00	40,000.00	10,890.00	25,000.00	

CAPITAL EXPENDITURES							

50075561.02	CE- LAND & IMPROVEMENTS OTB	0.00	0.00	0.00	326,284.63	0.00	
50075562.03	CE- BUILDING & IMPROVEMENT	0.00	0.00	0.00	0.00	130,000.00	
50075563.05	CE- INFRASTRUCTURE	0.00	0.00	30,000.00	22,162.00	150,000.00	
TOTAL CAPITAL EXPENDITURES		0.00	0.00	30,000.00	348,446.63	280,000.00	

50075562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES:					
		SOUTHERN PACIFIC DEPOT: NEW SIDING AND PAINT WITH NEW					
		WINDOWS AND TRIM ETC: PROPOSED USE- FARMER'S MARKET =					
		\$80,000 (\$50,000 IS FROM HOT FUNDS)					
		REPAIRS TO OLD FIRE STATION/ CITY HALL BUILDING = \$50,000					
50075563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		ADD WALK AND HANDRAIL TO BULKHEAD AT SCULLY'S (PART OF					
		FUTURE BOARDWALK)= \$100,000					
		NEW GATEWAY SIGN AND LANDSCAPING AT HWY 35 & 87 AND HWY 35 &					
		CAUSEWAY = \$50,000					
TOTAL ECONOMIC DEVELOPMENT		114,066.25	107,662.80	191,185.00	449,493.10	426,133.00	
		=====	=====	=====	=====	=====	=====

FINANCE

Our Mission

To provide an efficient accounting system for City government while ensuring financial accountability to our citizens.

Description of our Services

The Finance Department is responsible for the administration and supervision of all financial affairs of the City, the timely recording of revenue and the disbursement of City funds in accordance with State Law, City policies and Generally Accepted Accounting Principles. The Finance Department assists in enforcing budgetary control and performs internal audit functions as needed.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.

2020-2021 Business Plans (Objectives)

- Earn the Distinguished Presentation Budget Award from GFOA
- Earn the Texas Comptroller of Public accounts Transparency Star Award
- Earn the Certificate of Achievement for Excellence in Financial Reporting Award from GFOA
- Ensure employees receive financial and budget training through TML, GFOAT, INCODE, and GFOA

2019-2020 Accomplishments of Prior Year Business Plans

- Cross trained new employees as utility billing customer service clerks
- Senior Accountant achieved certification in accordance with the Public Funds Investment Act (PFIA)
- Senior Accountant successfully managed Lighthouse Beach for 8 months after ending of host system
- Submitted Fiscal Year 2019-2020 Budget to the GFOA for the Distinguished Presentation Budget Award
- Submitted the Annual Audit of Fiscal Year 2018-2019 to GFOA for the CAFR Award.
- Accounting clerk promoted to accountant and accomplished learning the job responsibility at a fast pace
- Continued to improve the budget document to create an easy, understandable format for our citizens by adding more notes and comments of explanation
- Assisted in city wide recovery effort due to cyber attack

Budget Summary

Finance	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	206,400	238,025		244,452
Materials & Supplies	9,000	9,000		8,250
Services	9,700	9,700		11,200
Maintenance	1,000	1,000		1,000
Total Finance	226,100	257,725		264,902

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Finance Director	1	1	1
Senior Accountant	0	1	1
Accountant	1	1	1
Accounting Clerk	1	1	1
Temporary Accounting Clerk	0	0	0
Total	3	4	4

Performance Measures

	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
<i>Our Workload</i>				
Average number of invoices processed	4,652	4,650	4,700	4,675
Average number of vendor checks issued	2,177	2,180	2,200	2,190
Average number of payroll checks/ACH issued	2,710	2,711	2,720	2,715
Number of manual journal entries	2,725	2,720	2,715	2,720
<i>Measuring our Effectiveness</i>				
GFOA's Distinguished Budget Presentation Award received	1	1	1	1
GFOA's Excellence in Financial Reporting Award received	1	1	1	1
Texas Comptroller's Leadership Circle Award	N/A	N/A	N/A	N/A
Transparency Stars: Traditional Finance Award	1	1	1	1
Audit receives a clean opinion	Yes	Yes	Yes	Yes

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCE

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGET
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50080511.01	SALARIES & WAGES	146,922.86	131,060.71	185,400.00	149,138.24	190,405.80	_____
50080511.07	SALARIES & WAGES-OVERTIME	4,046.95	5,538.47	2,500.00	5,825.08	2,567.50	_____
50080512.05	EMPLOYER-SOCIAL SECURITY	11,385.22	9,537.80	14,375.00	12,115.65	14,763.13	_____
50080512.10	EMPLOYER-T.M.R.S.	8,464.63	8,311.34	11,550.00	9,476.16	11,861.85	_____
50080512.20	GROUP H/D INS PREMIUMS	31,970.30	18,574.58	23,650.00	16,301.44	24,288.55	_____
50080512.30	WORKER'S COMPENSATION	483.21	415.09	550.00	461.39	564.85	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		203,273.17	173,437.99	238,025.00	193,317.96	244,451.68	
MATERIALS & SUPPLIES							

50080521.01	OFFICE	5,040.56	6,118.96	6,000.00	4,152.38	6,000.00	_____
50080521.02	PRINTING	135.60	135.60	1,000.00	172.80	250.00	_____
50080521.03	POSTAGE	1,347.04	1,372.85	1,600.00	1,227.75	1,600.00	_____
50080524.01	UNIFORMS	0.00	25.98	200.00	0.00	200.00	_____
50080528.03	NON-CAPITALIZED ASSETS	200.00	0.00	0.00	389.98	0.00	_____
50080529.01	CERTIFICATES, AWARDS, ETC	0.00	0.00	0.00	0.00	0.00	_____
50080529.11	LIGHTING & DECORATION	78.93	129.34	200.00	17.47	200.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		6,802.13	7,782.73	9,000.00	5,960.38	8,250.00	
50080521.01	OFFICE	PERMANENT NOTES: W-2'S; 1099'S; 1099R'S; CHECKS FOR AP, PAYROLL, FOLDERS, PAPER, PENS, ENVELOPES, BACK UP TAPES, STORAGE BOXES, CALENDERS					
50080521.02	PRINTING	PERMANENT NOTES: GFOA BUDGET AWARD PRINTING COSTS					
SERVICES							

50080531.01	TRAVEL & TRAINING	2,796.98	1,206.58	6,000.00	3,759.65	8,000.00	_____
50080531.02	EMPLOYEE DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	_____
50080531.04	DUES, SUBSCR., & PUBLICATIO	750.00	670.00	1,500.00	1,420.00	1,200.00	_____
50080531.07	PUBLIC & EMPLOYEE RELATIONS	0.00	0.00	0.00	0.00	0.00	_____
50080533.14	CONTRACTED SERVICES	0.00	3,526.12	0.00	6,871.15	0.00	_____
50080536.02	TELEPHONE	1,647.41	986.35	2,200.00	1,236.92	2,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		5,194.39	6,389.05	9,700.00	13,287.72	11,200.00	
50080531.01	TRAVEL & TRAINING	PERMANENT NOTES: GFOAT SPRING & FALL CONFERENCE, GFOA CONFERENCE- STAFF INCODE ANNUAL CONFERENCE-STAFF ANNUAL PURCHASING- STAFF RED FLAG TRAINING PFIA TRAINING (2 EMPLOYEES)					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

FINANCE

DEPARTMENT EXPENDITURES

----- CURRENT YEAR -----

YEAR BEFORE
LAST ACTUAL

LAST YEAR
ACTUAL

AMENDED
BUDGET

Y-T-D
ACTUAL

NEXT YEAR
 BUDGET

BUDGE
WORKSPAC

TRAINING FOR 3 NEW EMPLOYEES
BUDGET AND FINANCIAL TRAINING FOR NEW EMPLOYEES

50080531.04 DUES, SUBSCR., & PUBLICATI
PERMANENT NOTES:

GFOAT MEMBERSHIP

PL WAVE

GFOA MEMBERSHIP

TX PURCHASING ASSOC.

GFOA APPLICATION FOR AWARD FEES

AP NETWORK

MAINTENANCE

50080544.50 R & M- FURNITURE & EQUIPMEN

0.00

248.16

1,000.00

503.37

1,000.00

TOTAL MAINTENANCE

0.00

248.16

1,000.00

503.37

1,000.00

TOTAL FINANCE

215,269.69

187,857.93

257,725.00

213,069.43

264,901.68

CITY HALL

Description of our Services

The City Hall Department provides for the operation of the City Hall building including all utilities and building maintenance.

2020-2021 Business Plans (Objectives)

- Install building security
- Recoat roof

2019-2020 Accomplishments of Prior Year Business Plans

- Painted and touched-up numerous public areas throughout City Hall
- Renovated customer waiting area, on Mahan Street side, with public seating and accessories

Budget Summary

City Hall	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	6,225	5,916		6,076
Materials & Supplies	13,000	12,000		12,000
Services	57,450	57,450		48,150
Maintenance	6,000	6,000		32,000
Capital Expenditures	200,000	70,000		55,000
Total City Hall	282,675	151,366		153,226

2020- 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Janitor	1	1	1
Contracted Service Position	0	0	0
Total	1	1	1

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
CITY HALL
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
PERSONNEL SERVICES							
50090511.01 SALARIES & WAGES	4,527.64	3,536.78	5,475.00	2,205.03	5,622.83		
50090512.05 EMPLOYER-SOCIAL SECURITY	377.56	256.21	425.00	183.04	436.48		
50090512.30 WORKER'S COMPENSATION	8.80	18.88	16.00	13.44	16.43		
TOTAL PERSONNEL SERVICES	4,914.00	3,811.87	5,916.00	2,401.51	6,075.74		

50090511.01 SALARIES & WAGES

PERMANENT NOTES:
PART-TIME EMPLOYEE HIRED FOR JANITORIAL SERVICES
FOR CITY HALL & POLICE DEPT.
\$5,460.00 REPRESENTS HALF OF THE EMPLOYEE COST FOR WAGES.
POLICE DEPT. HAS BUDGETED THE OTHER HALF OF THE SALARY FOR
\$5,460.00

MATERIALS & SUPPLIES

50090521.01 OFFICE	1,769.40	3,632.89	3,000.00	2,109.70	3,000.00	
50090523.01 FOOD	2,176.20	2,023.16	2,500.00	985.54	2,500.00	
50090523.03 CLEANING & JANITORIAL	11,868.05	7,174.33	5,000.00	5,062.59	6,000.00	
50090528.03 NON-CAPITALIZED ASSETS	0.00	0.00	0.00	674.84	0.00	
50090529.11 LIGHTING & DECORATION	494.54	176.54	1,500.00	0.00	500.00	
TOTAL MATERIALS & SUPPLIES	16,308.19	13,006.92	12,000.00	8,832.67	12,000.00	

50090521.01 OFFICE

PERMANENT NOTES:
COPY PAPER FOR CITY HALL OFFICES
DRINKING WATER

50090523.01 FOOD

PERMANENT NOTES:
COUNCIL MEETING REFRESHMENTS
KITCHEN SUPPLIES (COFFEE, PAPER GOODS)

50090523.03 CLEANING & JANITORIAL

PERMANENT NOTES:
CLEANING & JANITORIAL SUPPLIES
MATS

50090529.11 LIGHTING & DECORATION

PERMANENT NOTES:
CHRISTMAS LIGHTING- \$1,500

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
CITY HALL
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

SERVICES							

50090533.06	INSPECTION SERVICES	99.20	180.90	200.00	0.00	200.00	_____
50090533.14	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	4,000.00	_____
50090534.90	LEASES & RENTALS	11,040.74	11,942.34	10,000.00	11,408.24	10,000.00	_____
50090536.01	ELECTRICITY	28,794.37	26,019.49	42,000.00	18,586.11	30,000.00	_____
50090536.02	TELEPHONE	680.35	687.34	1,000.00	569.87	750.00	_____
50090536.03	WATER	2,169.98	2,411.56	3,500.00	727.23	2,500.00	_____
50090536.04	GAS	601.01	501.44	750.00	444.46	700.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		43,385.65	41,743.07	57,450.00	31,735.91	48,150.00	
50090533.06	INSPECTION SERVICES	PERMANENT NOTES:					
		FIRE EXTINGUISHER					
50090534.90	LEASES & RENTALS	PERMANENT NOTES:					
		COPIER MACHINE					
		POSTAGE MACHINE					
MAINTENANCE							

50090541.02	LANDSCAPING	0.00	0.00	0.00	0.00	20,000.00	_____
50090542.03	R & M- BUILDING	15,574.97	6,751.74	3,000.00	4,172.87	3,000.00	_____
50090543.04	R & M IMPROVEMENT OTB	34,841.41	1,972.48	2,000.00	1,001.75	4,000.00	_____
50090544.50	R & M- FURNITURE & EQUIPMEN	4,455.92	2,025.06	1,000.00	1,467.88	5,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		54,872.30	10,749.28	6,000.00	6,642.50	32,000.00	
50090542.03	R & M- BUILDING	PERMANENT NOTES:					
		NORMAL REPAIRS					
50090543.04	R & M IMPROVEMENT OTB	PERMANENT NOTES:					
		NORMAL REPAIRS					
CAPITAL EXPENDITURES							

50090562.03	CE- BUILDING & IMPROVEMENTS	6,862.21	0.00	70,000.00	3,477.83	50,000.00	_____
50090564.50	CE- FURNITURE & EQUIPMENT	0.00	0.00	0.00	1,210.00	5,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL CAPITAL EXPENDITURES		6,862.21	0.00	70,000.00	4,687.83	55,000.00	
50090562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES:					
		CITY HALL IMPROVEMENTS (HIRE ARCHITECT FOR COMPREHENSIVE RENOVATION DESIGN)					
50090564.50	CE- FURNITURE & EQUIPMENT	PERMANENT NOTES:					
		NEW FURNITURE AND EQUIPMENT FOR LOBBY ON UTILITY BILLING/MUNICIPAL COURT SIDE					
		-----	-----	-----	-----	-----	-----
TOTAL CITY HALL		126,342.35	69,311.14	151,366.00	54,300.42	153,225.74	
		=====	=====	=====	=====	=====	=====

POLICE

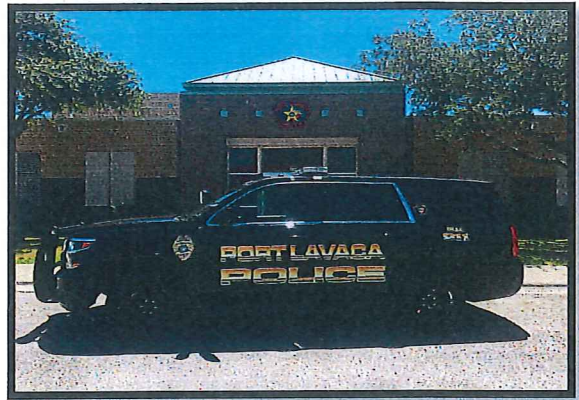
Our Mission

To protect and preserve the rights of the people and serve the citizens of Port Lavaca; to treat all people with fairness, respect and dignity through professionalism, open and honest communication, loyalty, integrity, courage and ethical behavior.

Description of our Services

The Port Lavaca Police Department is responsible for the protection of lives and property of the citizens of Port Lavaca; the preservation of public peace and the enforcement of all laws- City, State and Federal. Other areas of responsibility include, but are not limited to, traffic control, criminal, juvenile and narcotics crime investigations and vice control. Officers prepare and investigate reports of incidents, requiring constant contact with the public; make arrests, investigate motor vehicle accidents and perform other duties.

The communications sector is the first point of contact for telephone and walk-in requests for service; acting as a liaison with other law enforcement agencies, dispatching calls and relaying information as requested.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Start building security project (Building, perimeter)
- Team approach to narcotics enforcement
- Lay the foundation for community programs such as Civilian Patrol and Youth Explorers
- Lay the foundation for an area training hub

2019-2020 Accomplishments of Prior Year Business Plans

- Developed recruitment plan for Department
- Utilized grant funding (Communications Project Phase 2)
- Purchased handheld radios for patrol officers
- Replaced body worn and in car camera systems

Budget Summary

Police	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	1,657,900	1,979,100		2,032,536
Materials & Supplies	76,315	73,921		73,800
Services	91,420	77,670		82,360
Maintenance	70,000	71,274		54,000
Sundry	2,000	2,000		2,000
Capital Expenditures	38,000	112,113		262,200
Total Police	1,935,635	2,316,078		2,506,896

2020- 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Police Chief – Exempt	1	1	1
Police Lieutenant – Exempt	2	2	2
Patrol Sergeants	2	2	2
Patrol Corporals	4	4	4
Patrol Officers	9	9	9
Police Detectives	3	3	3
Administrative Assistant/Lead	1	1	1
Dispatchers	4	4	4
Part-time dispatchers	3	3	3
Record's Clerk	1	1	1
Total	30	30	30

Performance Measures

<i>Our Workload</i>	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Number of community programs & events attended by department personnel	169		124	130
Number of training hours received by department personnel	2,028		3112	3000
Total number of calls for service	23,314		21,764	23,500
Number of officer initiated calls	14,617		14,300	14,700
Number of traffic citations	1,637		1,357	1,800
Number of warnings	5,217		4,334	5,500
Number of motor vehicle accidents worked by patrol	230		354	250
<i>Measuring our Effectiveness</i>				
Average response time to calls in minutes	5:31		4:17	5:50
Number of cases assigned to CID	540		243	420
Number of cases cleared by arrest	627		424	720

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

POLICE

DEPARTMENT EXPENDITURES

	YEAR BEFORE		LAST YEAR		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGE
	LAST	ACTUAL	ACTUAL		AMENDED BUDGET	Y-T-D ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES								

50110511.01 SALARIES & WAGES	1,002,963.32		1,020,066.96		1,256,700.00	861,150.44	1,290,630.90	
50110511.06 SALARIES & WAGES-TEMP	33,651.52		33,725.76		20,000.00	5,874.55	20,540.00	
50110511.07 SALARIES & WAGES-OVERTIME	102,508.45		131,775.79		75,000.00	82,178.71	77,025.00	
50110512.05 EMPLOYER-SOCIAL SECURITY	86,094.01		82,240.80		103,450.00	72,368.34	106,243.15	
50110512.10 EMPLOYER-T.M.R.S.	69,488.59		71,396.65		82,700.00	56,994.07	84,932.90	
50110512.20 GROUP H/D INS PREMIUMS	284,205.61		301,193.43		401,250.00	187,937.82	412,083.75	
50110512.30 WORKER'S COMPENSATION	26,337.60		26,042.73		40,000.00	33,561.35	41,080.00	
	-----		-----		-----	-----	-----	
TOTAL PERSONNEL SERVICES	1,605,249.10		1,666,442.12		1,979,100.00	1,300,065.28	2,032,535.70	

50110511.01 SALARIES & WAGES

PERMANENT NOTES:

WAGES INCLUDES 1/2 JANITOR PAY

MATERIALS & SUPPLIES

50110521.01 OFFICE	4,954.25		3,668.32		5,000.00	3,073.84	4,500.00	
50110521.02 PRINTING	4,276.38		2,881.60		1,600.00	4,046.50	2,500.00	
50110521.03 POSTAGE	442.86		569.66		500.00	141.90	600.00	
50110523.01 FOOD	1,016.73		1,295.13		1,000.00	888.88	1,300.00	
50110523.03 CLEANING & JANITORIAL	60.21		3,207.87		1,200.00	3,403.44	2,000.00	
50110524.01 UNIFORMS	7,875.65		17,808.80		10,000.00	5,065.45	10,000.00	
50110525.01 FUEL	32,823.79		31,248.52		32,000.00	18,812.13	30,000.00	
50110526.01 GENERAL SAFETY & TOOLS	648.19		504.64		500.00	833.82	4,000.00	
50110528.03 NON-CAPITALIZED ASSETS	19,053.23		10,284.06		9,121.00	1,269.63	4,000.00	
50110529.01 CERTIFICATES, AWARDS, ETC.	0.00		517.00		500.00	0.00	500.00	
50110529.11 LIGHTING & DECORATION	41.44		304.13		500.00	579.55	400.00	
50110529.21 AMMUNITION & OTHER EQUIPMEN	3,725.18		7,318.94		8,000.00	5,488.76	10,500.00	
50110529.22 INVESTIGATION	2,980.46		2,032.00		4,000.00	1,686.78	3,500.00	
	-----		-----		-----	-----	-----	
TOTAL MATERIALS & SUPPLIES	77,898.37		81,640.67		73,921.00	45,290.68	73,800.00	

50110521.02 PRINTING

PERMANENT NOTES:

TONER, PAPER, COPY COSTS, BUSINESS CARDS, DEPARTMENT ID
CARDS (SPECIAL REQUIREMENTS BY STATE LAW)

50110521.03 POSTAGE

PERMANENT NOTES:

INCREASE DUE TO L3 EQUIPMENT RETURNS AND CERTIFIED LETTERS
FOR PROPERTY ROOM NOTIFICATION LETTERS

50110523.01 FOOD

PERMANENT NOTES:

CULLIGAN WATER AVERAGE 10 BOTTLES/MONTH

50110523.03 CLEANING & JANITORIAL

PERMANENT NOTES:

UNIFIRST

50110524.01 UNIFORMS

PERMANENT NOTES:

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
POLICE
DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

		COSTS CHANGES PER WEAR AND TEAR, SIZING AND NEW OFFICERS. TO FULLY OUTFIT NEW OFFICER MINUS GUN/TASER/RADIO ETC. COSTS = \$2,000 PATROL \$400.00/YR. X 15 EACH = \$6,000.00 UPKEEP ALLOWANCE CID/RECORDS/EVIDENCE \$150.00/YR. X 6 EACH = \$900.00 UPKEEP ALLOWANCE DISPATCHERS \$100.00/YR. X 4 EACH = \$400.00 UPKEEP ALLOWANCE MISC.					
50110525.01	FUEL	PERMANENT NOTES: FUEL COSTS INCREASE OVER SUMMER DUE TO INCREASE IN PRICE AND BUSIER CALL LOAD.					
50110526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES: PPE & FIRST AID NARCAN (4 DOUBLE PACKS) = \$520 (NARCAN SHELF LIFE IS 2 YEARS CHEST SEALS (25) = \$500 TOURNEQUITS & HOLDERS = \$1,300 NITRILE GLOVES = \$1,000 TYVEK COVERALS = \$100 N95 MASKS = \$100 MISC. *MOST OF THESE ITEMS WILL NOT NEED TO BE REPLENISHED YEARLY					
50110528.03	NON-CAPITALIZED ASSETS	PERMANENT NOTES: DYSON AIR PURIFIER FOR EVIDENCE ROOM = \$650 EVIDENCE SHELVES AND STORAGE BENDS = \$2106 HYDRAULIC FLOOR JACK= \$305 3 WINDOW TINT METERS = \$540 PRESSURE WASHER = \$389 MISC.					
50110529.21	AMMUNITION & OTHER EQUIPME	PERMANENT NOTES: QUARTERLY SHOOT TRAINING AS OUTLINED LAST BUDGET YEAR TASER TRAINING					
50110529.22	INVESTIGATION	PERMANENT NOTES: INCLUDES CRIME SCENE INVESTIGATION TOOLS, FIELD DRUG TEST KITS					
SERVICES							

50110531.01	TRAVEL & TRAINING	26,223.10	21,228.60	20,000.00	25,191.82	30,000.00	
50110531.02	EMPLOYEE DEVELOPMENT	7,263.89	0.00	0.00	0.00	0.00	
50110531.04	DUES, SUBSCR., & PUBLICATIO	4,848.05	4,303.54	4,000.00	3,226.11	4,000.00	
50110531.07	PUBLIC & EMPLOYEE RELATIONS	2,597.58	1,317.94	2,000.00	2,057.33	2,000.00	
50110532.04	MEDICAL-INVESTIGATION	12,669.00	5,280.00	1,000.00	767.00	3,000.00	
50110533.06	INSPECTION SERVICES	498.90	452.60	500.00	546.90	500.00	
50110533.07	JAIL	27,632.00	14,564.00	30,000.00	6,028.00	28,000.00	

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

POLICE

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					BUDGET	BUDGET	BUDGET
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR			
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET			WORKSPAC
50110533.14	CONTRACTED SERVICES	24,803.18	0.00	0.00	0.00	0.00			
50110534.90	LEASES & RENTALS	13,063.21	8,997.44	8,500.00	7,502.08	2,190.00			
50110536.01	ELECTRICITY	139.81	144.72	170.00	95.94	170.00			
50110536.02	TELEPHONE	8,594.88	8,673.02	8,500.00	5,340.69	9,500.00			
50110536.07	CABLE & INTERNET	2,537.63	2,532.73	0.00	0.00	0.00			
50110539.03	SPECIAL OPERATIONS	2,200.00	0.00	3,000.00	392.50	3,000.00			
TOTAL SERVICES		133,071.23	67,494.59	77,670.00	51,148.37	82,360.00			

50110531.01 TRAVEL & TRAINING

PERMANENT NOTES:

POLICE ACADEMY SPONERSHIP = \$3,000 TUITION PLUS WEEKLY STIPEND
CID/EVIDENCE/ADMIN. ASSISTANT TRAVEL
AFTER HOURS RECALL FOR EVIDENCE APPROXIMATELY 4/YR. = \$93
AFTER HOURS RECALL CID APPROXIMATELY 40/YR. = \$1,400
MOST MANDATORY TRAINING IS DONE IN-HOUSE. OUT OF TOWN
TRAINING IS APPROXIMATELY \$1,000/PERSON (TUITION & LODGING)

50110531.02 EMPLOYEE DEVELOPMENT

PERMANENT NOTES:

MOVED TO HUMAN RESOURCE DEPT.

50110531.04 DUES, SUBSCR., & PUBLICATI

PERMANENT NOTES:

TCLEDDs = \$840/YR.
TLO DATA SOLUTIONS = \$53/MO. OR \$636/YR (ALSO USED BY MUNICIPAL COURT)
ROTARY = \$115/MO OR \$1,380/YR (PLUS GUESTS)
TEXAS POLICE CHIEF ASSOCIATION = \$225/YR.
IPMPA = \$70/YR.
NATIONAL NOTARY ASSOCIATION = \$159 FOR NEW OR \$134 FOR RENEWALS = \$800
TAPETT = \$129/YR. (EVIDENCE)

50110531.07 PUBLIC & EMPLOYEE RELATION

PERMANENT NOTES:

PROMOTIONAL ITEMS FOR MULTIPLE CIVIC EVENTS INCLUDING
NATIONAL NIGHT OUT, POLICE WEEK, & TELECOMMUNICATOR'S WEEK

50110532.04 MEDICAL-INVESTIGATION

PERMANENT NOTES:

SANE EXAMS ARE NOW BILLED DIRECTLY TO THE ATTORNEY GENERAL'S OFFICE
WILL BE USED FOR CRIME LAB CHARGES THAT COME FROM LABS OTHER THAN DPS. PAYMENTS TO TOW COMPANIES FOR VEHICLES UNDER INVESTIGATION. MOST OF THESE ITEMS WILL QUALIFY TO BE REIMBURSED BY DEFENDENT'S VIA COURT ORDER.

50110533.06 INSPECTION SERVICES

PERMANENT NOTES:

FIRE EXTINGUISHERS

50110533.07 JAIL

PERMANENT NOTES:

COVID-19 CLOSURE IMPACT 2019/2020
AMOUNT USUALLY DOUBLES DURING SUMMER/BUSY SEASON

001-GENERAL FUND
POLICE
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGET WORKSPAC
----- CURRENT YEAR -----						
CURRENT RATE IS \$44.00/DAY COMMUNITY POLICING HAS LED TO FEWER ARRESTS						
50110534.90 LEASES & RENTALS						
PERMANENT NOTES: GREAT AMERICA FINANCIAL SERVICES- (TOSHIBA) = \$237/MONTH OR \$2,844.00/ YEAR (LEASE EXPIRES 01-19-2022)						
50110536.01 ELECTRICITY						
PERMANENT NOTES: INCREASED COSTS OVER SUMMER						
50110536.02 TELEPHONE						
PERMANENT NOTES: VERIZON CELL PHONES (WILL NEED TO RE-INCLUDE NARCOTICS PHONE FRONTIER E-FAX SERVICES						
50110536.07 CABLE & INTERNET						
PERMANENT NOTES: MOVED TO TECHNOLOGY SERVICES						
50110539.03 SPECIAL OPERATIONS						
PERMANENT NOTES: CALLYO NARC PHONES PROGRAM HAS BEEN LIMITED DUE TO PERSONNEL SHORTAGE. PLANS TO INCREASE ACTIVITY NEXT YEAR.						

MAINTENANCE

50110542.03 R & M- BUILDING	4,792.25	3,829.30	6,000.00	4,055.85	6,000.00	
50110544.50 R & M- FURNITURE & EQUIPMEN	953.80	2,429.21	3,000.00	2,301.76	3,500.00	
50110544.51 MAINTENANCE CONTRACTS	24,733.36	0.00	0.00	0.00	0.00	
50110544.55 R & M- VEHICLES & TRAILERS	39,681.63	37,440.67	57,274.18	38,408.36	40,000.00	
50110544.60 R & M- RADIOS & INSTRUMENTS	5,986.26	6,214.58	5,000.00	4,943.35	4,500.00	
TOTAL MAINTENANCE	76,147.30	49,913.76	71,274.18	49,709.32	54,000.00	

50110544.50 R & M- FURNITURE & EQUIPME
PERMANENT NOTES:
THANKS TO CCISD MANY PIECES HAVE BEEN REPLACED AT NO CHARGE
TO THE CITY

50110544.60 R & M- RADIOS & INSTRUMENT
PERMANENT NOTES:
DECREASED EXPENSES EXPECTED DUE TO NEW RADIOS

SUNDRY

50110553.19 XFER OUT- FD 158 VEST GRANT	0.00	1,921.00	2,000.00	0.00	2,000.00	
TOTAL SUNDRY	0.00	1,921.00	2,000.00	0.00	2,000.00	

50110553.19 XFER OUT- FD 158 VEST GRAN
PERMANENT NOTES:
MATCH TO GRANT 50/50

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

POLICE

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
CAPITAL EXPENDITURES							
50110561.02	CE- LAND & IMPROVEMENT	0.00	0.00	30,000.00	0.00	0.00	
50110562.03	CE- BUILDING & IMPROVEMENTS	27,752.79	0.00	0.00	0.00	200,000.00	
50110564.50	CE- FURNITURE & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
50110564.55	CE- VEHICLES & TRAILERS	19,608.00	84,690.00	17,978.00	17,715.45	42,000.00	
50110564.60	CE- RADIOS & INSTRUMENTS	0.00	0.00	64,135.00	158,252.63	0.00	
50110564.65	CE- MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	20,200.00	
TOTAL CAPITAL EXPENDITURES		47,360.79	84,690.00	112,113.00	175,968.08	262,200.00	
50110562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: REROOF POLICE STATION BUILDING					
50110564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES: PATROL UNIT VEHICLE (FARF)					
50110564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES: GENERATOR FUEL TANK (FARF)					
TOTAL POLICE		1,939,726.79	1,952,102.14	2,316,078.18	1,622,181.73	2,506,895.70	

FIRE

Our Mission

Our mission at the Port Lavaca Fire Department is to prevent and protect the loss of life and property for the citizens, businesses and visitors of Port Lavaca and surrounding areas. This mission is accomplished with pride through training, pre-planning, public education and incident response.

Description of our services

The Port Lavaca Fire Department is responsible for fire prevention through community education programs, pre-fire plans and the Fire Department's inspection program. Requests are answered promptly for the protection of life and property within the City limits and for the surrounding vicinity. Fire suppression, hazardous materials response, water rescue and vehicle accidents are some of the emergency services provided by the Fire Department for the well-being of our community and its guests. The Fire Department also serves as a point of coordination for emergency services during disaster and other emergency situations.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Improve on station improvement, windows, doors, ladies restroom, paint of stations
- Continue the Smoke Detector Program within the community
- Reduce employee turnover rate
- Eliminate fire hazards and ensure access and firefighting capabilities through the department's Plan Review and Inspection Programs
- Foster and maintain an atmosphere of mutual cooperation throughout the community
- Respond rapidly to emergency incidents to minimize the loss of life, damage to property, and economic impact upon the community
- Ensure fiscal responsibility while delivering the highest level of customer service possible
- Update fire Hydrant Program, due to Cyber Attack, to assist the Water Department in the proper working order of all the Fire Hydrants within the City.

2019-2020 Accomplishments of Prior Year Business Plans

- Volunteer staffing is currently up
- Upgraded to new Fire Reporting System with iCloud back-up
- Received a \$50,000 grant to upgrade radio equipment
- Both Fire Stations upgraded to LED lighting
- The turnover rate has been reduced
- Ineos and Seadrift Coke both donated \$1,000 for equipment
- A new emergency backup generator was installed at Station 1
- A new inside and outside AC unit was installed at Station 2, along with a new thermostat
- The Fire pump on Brush 2 was replaced with a much better one

Budget Summary

Fire	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	1,046,100	1,118,500		1,148,700
Materials & Supplies	54,475	58,908		58,475
Services	70,442	64,050		64,800
Maintenance	58,400	63,357		58,400
Sundry	2,500	2,600		2,200
Capital Expenditures	66,000	136,199		70,000
Total Fire	1,297,917	1,445,613		1,402,575

2020- 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Fire Chief – Exempt	1	1	1
Fire Captain	3	3	3
Fire Lieutenant	3	3	3
Firefighter / App. Operator	9	9	9
Total	16	16	16

Performance Measures

	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
<i>Our Workload</i>				
Number of fire safety classes	60	39	65	16
Number of participants in fire safety classes	2,200	1470	2450	612
Number of smoke detectors installed for residents	52	39	65	16
Number of Inspections per month	20	27	45	12
<i>Measuring our Effectiveness</i>				
Percentage of Port Lavaca and Calhoun County Schools receiving education classes	99%	99%	99%	99%
Number of joint training hours with outside agencies	300	210	350	87
Number of required/actual certifications maintained	50/98	50/98	50/98	50/98

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FIRE

DEPARTMENT EXPENDITURES

----- CURRENT YEAR -----

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGET WORKSPAC
--	----------------------------	---------------------	-------------------	-----------------	---------------------	--------------------

PERSONNEL SERVICES

50120511.01	SALARIES & WAGES	635,917.46	647,684.39	759,500.00	598,328.18	780,006.50
50120511.07	SALARIES & WAGES-OVERTIME	86,322.81	83,420.79	65,000.00	59,366.23	66,755.00
50120512.05	EMPLOYER-SOCIAL SECURITY	54,701.39	50,980.53	63,100.00	51,028.91	64,803.70
50120512.10	EMPLOYER-T.M.R.S.	44,791.92	44,478.96	50,650.00	40,218.85	52,017.55
50120512.20	GROUP H/D INS PREMIUMS	162,869.55	114,298.42	161,250.00	80,730.73	165,603.75
50120512.30	WORKER'S COMPENSATION	16,841.28	13,662.98	19,000.00	15,941.65	19,513.00
TOTAL PERSONNEL SERVICES		1,001,444.41	954,526.07	1,118,500.00	845,614.55	1,148,699.50

MATERIALS & SUPPLIES

50120521.01	OFFICE	657.80	677.43	1,000.00	364.38	1,000.00
50120521.02	PRINTING	89.00	16.88	275.00	69.00	275.00
50120521.03	POSTAGE	95.01	129.43	100.00	102.27	100.00
50120523.01	FOOD	1,392.25	1,199.06	1,600.00	750.31	1,600.00
50120523.03	CLEANING & JANITORIAL	1,477.96	1,198.05	1,500.00	826.73	1,500.00
50120524.01	UNIFORMS	5,220.86	5,118.00	6,000.00	4,028.98	5,000.00
50120525.01	FUEL	16,175.63	12,602.36	18,000.00	8,464.07	18,000.00
50120526.01	GENERAL SAFETY & TOOLS	53,080.32	12,146.03	12,932.82	8,293.10	15,000.00
50120526.03	PROTECTIVE CLOTHING	11,730.04	27,115.34	12,000.00	1,718.18	15,000.00
50120528.03	NON-CAPITALIZED ASSETS	2,953.56	6,862.54	5,500.00	1,480.00	0.00
50120529.11	LIGHTING & DECORATION	0.00	0.00	0.00	0.00	1,000.00
TOTAL MATERIALS & SUPPLIES		92,872.43	67,065.12	58,907.82	26,097.02	58,475.00

50120523.03 CLEANING & JANITORIAL PERMANENT NOTES:
TWO STATIONS

50120524.01 UNIFORMS PERMANENT NOTES:
16 UNIFORMS

50120529.11 LIGHTING & DECORATION PERMANENT NOTES:
CHRISTMAS DECORATIONS

SERVICES

50120531.01	TRAVEL & TRAINING	10,593.48	10,730.89	10,000.00	6,963.00	10,000.00
50120531.02	EMPLOYEE DEVELOPMENT	0.00	0.00	1,000.00	0.00	0.00
50120531.03	LICENSES & CERTIFICATES	2,999.14	1,362.49	4,000.00	1,465.93	4,000.00
50120531.04	DUES, SUBSCR., & PUBLICATIO	8,414.90	4,081.00	5,000.00	3,041.00	5,000.00
50120531.07	PUBLIC & EMPLOYEE RELATIONS	1,070.21	1,312.15	2,250.00	1,394.47	1,000.00
50120531.09	VOLUNTEER & RESERVES	4,182.00	5,839.00	5,000.00	2,912.00	6,000.00
50120533.20	TESTING SERVICES	3,229.81	6,485.35	8,000.00	2,772.22	10,000.00
50120534.90	LEASES & RENTALS	2,835.10	3,062.00	3,600.00	2,446.74	3,600.00
50120536.01	ELECTRICITY	12,572.65	11,529.22	12,700.00	8,284.85	12,700.00
50120536.02	TELEPHONE	5,396.66	5,489.31	7,500.00	4,219.40	7,500.00

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FIRE

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
50120536.03	WATER	4,641.57	5,579.29	3,000.00	1,252.27	3,000.00	
50120536.04	GAS	2,489.35	2,020.86	2,000.00	1,502.94	2,000.00	
50120536.07	CABLE & INTERNET	2,980.04	2,403.47	0.00	0.00	0.00	
TOTAL SERVICES		61,404.91	59,895.03	64,050.00	36,254.82	64,800.00	
50120531.01	TRAVEL & TRAINING	PERMANENT NOTES: INCLUDES VOLUNTEERS					
50120531.02	EMPLOYEE DEVELOPMENT	PERMANENT NOTES: MOVED TO HUMAN RESOURCE DEPT.					
50120531.03	LICENSES & CERTIFICATES	PERMANENT NOTES: TCFP CERT. RENEWAL (ANNUALLY) EMT CERT. RENEWAL CPR CERTIFICATION					
50120531.04	DUES, SUBSCR., & PUBLICATI	PERMANENT NOTES: NFFA ANNUAL TEXAS FIRE CHIEFS CCFFA E-DISPATCH STAFF INCREASED					
50120531.07	PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES: COMMUNITY PROMOTIONAL ITEMS					
50120531.09	VOLUNTEER & RESERVES	PERMANENT NOTES: VOLUNTEER CALLS @ \$7.00/CALL INCREASE IN VOLUNTEER STAFF					
50120533.20	TESTING SERVICES	PERMANENT NOTES: SCBA FLOW TESTS & HYDRO TESTS AIR QUALITY TESTING FIRE EXTINGUISHERS LADDER TESTING PPE ADVANCED INSPECTION					
50120534.90	LEASES & RENTALS	PERMANENT NOTES: COPY MACHINES					
50120536.07	CABLE & INTERNET	PERMANENT NOTES: MOVED TO TECHNOLOGY SERVICES					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

FIRE

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		YEAR BEFORE		LAST YEAR		*----- CURRENT YEAR -----*		NEXT YEAR		BUDGE
		LAST	ACTUAL	ACTUAL	AMENDED	BUDGET	Y-T-D	BUDGET	WORKSPAC	
							ACTUAL			

MAINTENANCE										

50120542.03	R & M- BUILDING		14,006.90	2,249.68	13,000.00		1,369.92	13,000.00		
50120543.05	R & M- INFRASTRUCTURE		972.86	1,141.73	1,000.00		224.37	1,000.00		
50120544.50	R & M- FURNITURE & EQUIPMEN		3,249.26	1,185.67	5,000.00		842.06	5,000.00		
50120544.51	MAINTENANCE CONTRACTS		0.00	0.00	7,400.00		3,750.00	7,400.00		
50120544.55	R & M- VEHICLES & TRAILERS		22,559.18	27,692.53	28,956.50		12,386.22	24,000.00		
50120544.60	R & M- RADIOS & INSTRUMENTS		124.95	9,832.08	4,000.00		1,408.73	4,000.00		
50120544.65	R & M- MACHINERY & EQUIPMEN		3,650.61	3,283.66	4,000.00		6,836.12	4,000.00		
			-----	-----	-----		-----	-----		
TOTAL MAINTENANCE			44,563.76	45,385.35	63,356.50		26,817.42	58,400.00		

SUNDRY										

50120552.10	DEBT SERV- CAPITAL LEASE PR		45,252.11	0.00	0.00		0.00	0.00		
50120552.20	DEBT SERV- CAPITAL LEASE IN		1,928.31	0.00	0.00		0.00	0.00		
50120553.06	XFER OUT- FD 702 FIRE RETIR		2,500.00	2,125.00	2,600.00		1,650.00	2,200.00		
			-----	-----	-----		-----	-----		
TOTAL SUNDRY			49,680.42	2,125.00	2,600.00		1,650.00	2,200.00		

50120553.06	XFER OUT- FD 702 FIRE RETIR	PERMANENT NOTES:								
		TOTAL OF FIREMEN'S RETIREMENT								

CAPITAL EXPENDITURES										

50120562.03	CE- BUILDING & IMPROVEMENTS		16,840.00	20,602.10	0.00		0.00	51,500.00		
50120564.55	CE- VEHICLES & TRAILERS		49,469.13	0.00	0.00		0.00	0.00		
50120564.65	CE- MACHINERY & EQUIPMENT		0.00	43,118.63	138,199.00		128,455.27	18,500.00		
			-----	-----	-----		-----	-----		
TOTAL CAPITAL EXPENDITURES			66,309.13	63,720.73	138,199.00		128,455.27	70,000.00		

50120562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES:								
		FIRE STATION #1 WINDOW REPLACEMENT = \$11,000								
		FIRE STATION #1 DOOR REPLACEMENT = \$10,500								
		CONSTRUCT WOMEN'S SHOWER FACILITY = \$18,000								
		PAINTING & COSMETIC REPAIRS TO BOTH STATIONS = \$12,000								
50120564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:								
		FIRE PUMP & WASH EXTRACTOR = \$11,500 (FARF)								
		PPE EXTRACTOR FOR STATION 2 = \$7,000 (FARF)								
			-----	-----	-----		-----	-----		
TOTAL FIRE			1,316,275.06	1,192,717.30	1,445,613.32		1,064,889.08	1,402,574.50		
			=====	=====	=====		=====	=====		

ANIMAL CONTROL

Our Mission

The mission of the Port Lavaca Animal Control Department is to provide quality animal control services to the citizens of Port Lavaca and Calhoun County. It is the duty of the City to ensure that the Animal Control Department employees are trained to safely and professionally serve our community.

Description of our Services

The Port Lavaca Animal Control Department provides for the apprehension of stray and nuisance animals, primarily dogs and cats, for the City of Port Lavaca and Calhoun County. The department enforces the Port Lavaca Animal Control Ordinance and State Health Department regulations concerning dogs and cats; houses stray and nuisance animals; investigates incidents involving dangerous and vicious animals; and in emergencies, apprehends domestic livestock and wild animals. The Animal Control Department activities are conducted to ensure the health, safety and welfare of the community.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Improve shelter with needed repairs
- Work toward a no kill shelter
- Continue to Improve positive image within Calhoun County
- Continue to maintain partnership with Humane Society

2019-2020 Accomplishments of Prior Year Business Plans

- Installed incinerator
- Hired second Animal Control Officer
- Additional safety equipment for Animal Control Officers
- Obtained advanced AC license

Budget Summary

Animal Control	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	94,350	89,275		91,685
Materials & Supplies	9,050	9,150		12,300
Services	12,350	11,750		17,950
Maintenance	5,750	13,650		13,900
Sundry	0	0		0
Capital Expenditures	11,500	0		110,000
Total Animal Control	133,000	123,825		245,835

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Animal Control Officers	2	2	2
Total	2	2	2

Performance Measures

<i>Our Workload</i>	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Community education programs	2	0	0	2
Number of animals picked up	460	1,183	1,020	1,200
Number of dead animals picked up	78	128	140	100
Calls for service	1,000	1,146	1,131	1,200
<i>Measuring our Effectiveness</i>				
Average response time to pick up animals	12 minutes	13 minutes	12 minutes	12 minutes

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

ANIMAL CONTROL

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					BUDGET	BUDGET	BUDGET
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR			
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET			WORKSPAC

PERSONNEL SERVICES									

50210511.01	SALARIES & WAGES	35,525.99	53,822.52	60,700.00	45,622.82	62,338.90			
50210511.07	SALARIES & WAGES-OVERTIME	8,656.99	12,234.63	5,000.00	7,778.07	5,135.00			
50210512.05	EMPLOYER-SOCIAL SECURITY	3,210.35	4,463.75	5,025.00	4,184.52	5,160.68			
50210512.10	EMPLOYER-T.M.R.S.	2,746.80	4,021.79	4,050.00	3,263.93	4,159.35			
50210512.20	GROUP H/D INS PREMIUMS	5,990.64	9,931.50	11,825.00	7,228.27	12,144.28			
50210512.30	WORKER'S COMPENSATION	1,996.74	1,849.40	2,675.00	2,244.43	2,747.23			
TOTAL PERSONNEL SERVICES		58,127.51	86,323.59	89,275.00	70,322.04	91,685.44			
MATERIALS & SUPPLIES									

50210521.01	OFFICE	0.00	0.00	250.00	39.95	250.00			
50210521.02	PRINTING	0.00	59.98	100.00	68.87	150.00			
50210521.03	POSTAGE	0.00	106.45	0.00	0.00	100.00			
50210522.04	CHEMICAL	1,228.16	209.10	1,000.00	745.20	1,000.00			
50210523.02	ANIMAL FOOD	0.00	7.74	1,000.00	235.24	1,000.00			
50210523.03	CLEANING & JANITORIAL	377.09	781.56	500.00	870.70	650.00			
50210524.01	UNIFORMS	349.52	1,243.48	650.00	117.78	1,300.00			
50210525.01	FUEL	3,900.84	3,813.39	4,000.00	3,263.45	5,500.00			
50210526.01	GENERAL SAFETY & TOOLS	559.82	1,585.22	650.00	645.40	750.00			
50210528.03	NON-CAPITALIZED ASSETS	1,895.41	3,098.00	1,000.00	936.80	1,600.00			
TOTAL MATERIALS & SUPPLIES		8,310.84	10,904.92	9,150.00	6,923.39	12,300.00			
50210521.02	PRINTING	PERMANENT NOTES: DOOR HANGERS							
50210521.03	POSTAGE	PERMANENT NOTES: ANIMAL CONTROL IS NOW CAPABLE OF PACKAGING AND MAILING SPECIMENS FOR RABIES TESTING							
50210523.02	ANIMAL FOOD	PERMANENT NOTES: DONATED SUPPLIES FROM WALMART HAS BECOME UNRELIABLE.							
50210524.01	UNIFORMS	PERMANENT NOTES: COST CHANGES PER WEAR AND TEAR, SIZING AND NEW OFFICERS							
50210525.01	FUEL	PERMANENT NOTES: FUEL COSTS INCREASE OVER SUMMER MONTHS DUE TO INCREASE IN PRICE AND BUSIER CALL LOAD.							
50210528.03	NON-CAPITALIZED ASSETS	PERMANENT NOTES: DRYER = \$500 WASHER = \$500 CHEST FREEZER = \$600							

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

ANIMAL CONTROL

DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES							
50210531.01 TRAVEL & TRAINING	542.04	1,631.74	1,200.00	407.80	1,200.00		
50210531.04 DUES, SUBSCR., & PUBLICATIO	0.00	0.00	50.00	50.00	50.00		
50210531.07 PUBLIC & EMPLOYEE RELATIONS	194.80	100.00	500.00	0.00	500.00		
50210532.06 VETERINARIAN	36.15	69.25	2,000.00	0.00	2,000.00		
50210533.14 CONTRACTED SERVICES	3,534.00	3,811.00	0.00	0.00	3,000.00		
50210534.90 LEASES & RENTALS	0.00	0.00	0.00	0.00	0.00		
50210536.01 ELECTRICITY	6,287.43	6,555.32	5,000.00	4,793.19	6,500.00		
50210536.02 TELEPHONE	2,535.66	2,835.68	2,000.00	2,300.30	3,000.00		
50210536.03 WATER	2,067.67	1,859.87	1,000.00	602.46	1,700.00		
TOTAL SERVICES	15,197.75	16,862.86	11,750.00	8,153.75	17,950.00		

50210531.01 TRAVEL & TRAINING PERMANENT NOTES:
ACO BASIC PLUS 30 HOURS CE EACH 3 YEAR PERIOD

50210531.04 DUES, SUBSCR., & PUBLICATIPERMANENT NOTES:
TEXAS ANIMAL CONTROL ASSOCIATION MEMBERSHIP

50210531.07 PUBLIC & EMPLOYEE RELATIONPERMANENT NOTES:
RABIES/ CITY TAG ADVERTISEMENT

50210533.14 CONTRACTED SERVICES PERMANENT NOTES:
MOWING

50210536.02 TELEPHONE PERMANENT NOTES:
1 LANDLINE
2 CELL PHONES

MAINTENANCE

50210541.02 LAND IMPROVEMENTS	0.00	1,168.00	500.00	0.00	500.00	
50210542.03 R & M- BUILDING	17,670.87	7,869.36	10,000.00	527.54	10,000.00	
50210544.50 R & M- FURNITURE & EQUIPMEN	0.00	166.13	0.00	0.00	250.00	
50210544.55 R & M- VEHICLES & TRAILERS	1,017.33	1,694.61	3,000.00	218.98	3,000.00	
50210544.60 R & M- RADIOS & INSTRUMENTS	380.00	106.82	150.00	0.00	150.00	
TOTAL MAINTENANCE	19,068.20	11,004.92	13,650.00	746.52	13,900.00	

CAPITAL EXPENDITURES

50210562.03 CE- BUILDING & IMPROVEMENTS	0.00	0.00	0.00	0.00	50,000.00	
50210564.55 CE- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	60,000.00	
50210564.65 CE- MACHINERY & EQUIPMENT	0.00	11,100.00	0.00	0.00	0.00	
TOTAL CAPITAL EXPENDITURES	0.00	11,100.00	0.00	0.00	110,000.00	

50210562.03 CE- BUILDING & IMPROVEMENTPERMANENT NOTES:

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND
 ANIMAL CONTROL
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

ANIMAL CONTROL BUILDING REMODEL/REPAIRS						
50210564.55 CE- VEHICLES & TRAILERS	PERMANENT NOTES: ANIMAL CONTROL VEHICLE (FARF)					
	-----	-----	-----	-----	-----	-----
TOTAL ANIMAL CONTROL	100,704.30	136,196.29	123,825.00	86,145.70	245,835.44	
	=====	=====	=====	=====	=====	=====

CODE ENFORCEMENT**Our Mission**

The mission of the City of Port Lavaca Code Enforcement Department is to protect and enhance the character and stability of the community through both long and short range planning activities including management and enforcement of assigned laws, codes and ordinances.

Description of our Services

The Code Enforcement Department provides enforcement and inspection services required by the City's adopted building codes, land use, issuance of building permits, alcohol in park, peddler & solicitor permits, food truck permits, game room and garage sale permits.

**Strategic Focus****Governance**

Port Lavaca residents are well informed and involved with the affairs of local city government.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Create standard operating procedure to deal with specific code enforcement infractions (i.e., high grass, junk vehicles, etc.)

2019-2020 Accomplishments of Prior Year Business Plans

- Contract with Bureau Veritas
- Updated or revised fees for permits (Elect)
- Got liens procedures

Budget Summary

Code Enforcement	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	204,950	186,900		105,222
Materials & Supplies	8,800	6,150		10,260
Services	46,900	23,800		83,800
Maintenance	1,000	500		500
Capital Expenditures	0	0		0
Total Code Enforcement	261,650	217,350		199,782

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Building Official	1	0	0
Permit Clerk	0	0	0
Code Enforcement Officer	1	1	1
Office Assistant	1	1	1
Total	3	2	2

Performance Measures

Our Workload	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Number of building permits issued	906	902	1019	1100
Number of garage sale permits issued	350	97	110	175
Number of building inspections completed	814	1026	1159	1200
Number of code enforcement inspections	1859	1500	1695	1700
Measuring our Effectiveness				
Percentage of building inspections completed within 2 business days	100%	100%	100%	100%
Response to code enforcement requests within 1 business day	100%	100%	100%	100%

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
CODE ENFORCEMENT/INSPECT
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
PERSONNEL SERVICES						
50320511.01 SALARIES & WAGES	133,057.87	123,006.32	138,900.00	56,085.24	71,000.00	
50320512.05 EMPLOYER-SOCIAL SECURITY	10,135.13	8,646.51	10,650.00	4,376.63	5,500.00	
50320512.10 EMPLOYER-T.M.R.S.	8,211.89	7,474.24	8,550.00	3,429.48	4,400.00	
50320512.20 GROUP H/D INS PREMIUMS	6,770.66	20,326.64	28,000.00	10,430.77	23,500.00	
50320512.30 WORKER'S COMPENSATION	1,110.19	679.38	800.00	671.22	821.60	
TOTAL PERSONNEL SERVICES	159,285.74	160,133.09	186,900.00	74,993.34	105,221.60	

50320511.01 SALARIES & WAGES
PERMANENT NOTES:
DOES NOT INCLUDE SALARY FOR BUILDING INSPECTOR

MATERIALS & SUPPLIES

50320521.01 OFFICE	2,551.75	3,594.13	2,000.00	870.30	2,000.00	
50320521.02 PRINTING	0.00	196.99	750.00	59.00	750.00	
50320521.05 POSTAGE	1,764.90	3,886.79	1,400.00	2,941.66	2,500.00	
50320524.01 UNIFORMS	612.79	541.99	500.00	0.00	500.00	
50320525.01 FUEL	1,348.85	1,145.06	1,500.00	526.58	1,500.00	
50320528.03 NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	3,010.00	
TOTAL MATERIALS & SUPPLIES	6,278.29	9,364.96	6,150.00	4,397.54	10,260.00	

50320528.03 NON-CAPITALIZED ASSETS
PERMANENT NOTES:
7 FILING CABINETS

SERVICES

50320531.01 TRAVEL & TRAINING	5,844.22	5,713.34	5,000.00	100.00	5,000.00	
50320531.03 LICENSES & CERTIFICATES	557.50	1,377.73	1,000.00	0.00	1,000.00	
50320531.04 DUES, SUBSCR., & PUBLICATIO	541.95	1,747.16	800.00	366.00	800.00	
50320533.14 CONTRACTED SERVICES	18,727.67	14,126.87	5,000.00	22,867.42	30,000.00	
50320533.16 BUREAU VERITAS- CLARET CROS	0.00	0.00	0.00	1,503.55	30,000.00	
50320533.19 DEMOLITION SERVICES	8,700.00	0.00	10,000.00	0.00	10,000.00	
50320533.25 LIENS EXPENSES	0.00	0.00	0.00	0.00	5,000.00	
50320536.02 TELEPHONE	2,886.20	3,204.96	2,000.00	1,299.87	2,000.00	
TOTAL SERVICES	37,257.54	26,170.06	23,800.00	26,136.84	83,800.00	

50320533.14 CONTRACTED SERVICES
PERMANENT NOTES:
INSPECTIONS- 3RD PARTY

50320533.16 BUREAU VERITAS- CLARET CROPERMANENT NOTES:
ERIC HO ADDITION INSPECTIONS COSTS

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND
 CODE ENFORCEMENT/INSPECT
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
MAINTENANCE							
50320544.50 R & M- FURNITURE & EQUIPMEN	433.78	422.18	0.00	0.00	0.00	0.00	
50320544.51 MAINTENANCE CONTRACTS	2,127.54	50.00	0.00	50.00	0.00	0.00	
50320544.55 R & M- VEHICLES & TRAILERS	154.61	341.44	500.00	471.68	500.00	500.00	
TOTAL MAINTENANCE	2,715.93	813.62	500.00	521.68	500.00	500.00	
CAPITAL EXPENDITURES							
50320564.50 CE- FURNITURE & EQUIPMENT	8,000.00	0.00	0.00	0.00	0.00	0.00	
50320564.55 CE- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL CAPITAL EXPENDITURES	8,000.00	0.00	0.00	0.00	0.00	0.00	
TOTAL CODE ENFORCEMENT/INSPECT	213,537.50	196,481.73	217,350.00	106,049.40	199,781.60		

STREETS

Our Mission

The mission of the City of Port Lavaca Streets Department is to provide service to the City of Port Lavaca by maintaining and improving the City's infrastructure (streets).

Description of our Services

The Street Department provides street maintenance services and maintains major capital improvements to include street paving, grading, clearing drainage ways, seal coat maintenance, street sweeping and traffic control sign maintenance on 50 miles of street and 90 miles of curb and gutter.



Strategic Focus

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Continue sweeping streets, patching potholes and maintaining the streets
- Reconstruct Ezzel Street
- Continue Drainage project in Alamo Heights
- Reconstruct George Street from Virginia to Commerce
- Seal coat areas of the Deshazor subdivision that are in poor condition
- Continue sidewalk improvements Citywide

2019-2020 Accomplishments of Prior Year Business Plans

- Started rehab of Jackson St.
- Completed rehab of Ann & Benavides (Street and drainage)
- Completed 200,701 sq. yards of Pavement Restoration
- Completed Houston St. sidewalk project
- Applied Crack seal mastic in Lynn Haven Subdivision
- George St. (Half League to Arthur) street rehab contract awarded to Brannan Paving.

Budget Summary

Streets	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	585,600	728,850		748,529
Materials & Supplies	30,500	32,000		33,420
Services	260,000	252,800		252,800
Maintenance	291,000	295,500		300,500
Sundry	425,000	1,798,000		2,410,000
Capital Expenditures	170,000	50,000		383,000
Total Streets	1,762,100	3,157,150		4,128,249

2020- 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Public Works Director*	½*	½*	½*
Administrative Assistant*	½*	½*	½*
Maintenance Superintendent	1	1	1
Heavy Equipment Operators	4	4	4
Maintenance Workers	4	4	4
Temporary Workers (Summer)	5	5	5
Total	15	15	15

*Position funded ½ Utility Maintenance

Performance Measures

	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
<i>Our Workload</i>				
Miles of curb swept by street sweeper	230	195	240	250
Tons of litter and debris removed	190	175	150	200
<i>Measuring our Effectiveness</i>				
% of emergency calls responded to within 4 hrs.	97%	99%	99%	100%

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

STREETS

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50410511.01	SALARIES & WAGES	308,938.74	326,747.81	452,000.00	258,533.75	464,204.00	_____
50410511.06	SALARIES & WAGES-TEMP	8,896.46	0.00	15,000.00	0.00	15,405.00	_____
50410511.07	SALARIES & WAGES-OVERTIME	634.27	1,786.52	3,000.00	534.27	3,081.00	_____
50410512.05	EMPLOYER-SOCIAL SECURITY	23,570.55	21,941.59	36,000.00	20,066.27	36,972.00	_____
50410512.10	EMPLOYER-T.M.R.S.	18,717.54	19,985.67	29,000.00	16,180.36	29,783.00	_____
50410512.20	GROUP H/D INS PREMIUMS	140,782.14	129,215.93	163,150.00	59,228.39	167,555.05	_____
50410512.30	WORKER'S COMPENSATION	21,702.51	18,871.55	30,700.00	25,758.33	31,528.90	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		523,242.21	518,549.07	728,850.00	380,301.37	748,528.95	
50410511.01	SALARIES & WAGES	PERMANENT NOTES:					
		PUBLIC WORKS DIRECTOR SALARY SPLIT BETWEEN STREETS AND UTY					
		MAINTENANCE.					
		ADMINISTRATIVE ASSISTANT'S SALARY SPLIT BETWEEN STREETS &					
		UTY MAINTENANCE					
MATERIALS & SUPPLIES							

50410521.01	OFFICE	799.54	1,312.30	1,000.00	609.29	1,000.00	_____
50410522.01	AG & BOTANICAL	0.00	340.00	2,000.00	357.50	1,000.00	_____
50410523.03	CLEANING & JANITORIAL	589.86	687.46	1,000.00	173.88	1,000.00	_____
50410524.01	UNIFORMS	4,383.29	4,766.40	5,000.00	3,756.71	5,000.00	_____
50410525.01	FUEL	18,121.66	17,416.20	15,000.00	10,431.55	15,000.00	_____
50410526.01	GENERAL SAFETY & TOOLS	7,542.74	3,446.26	8,000.00	7,027.46	8,000.00	_____
50410528.03	NON-CAPITALIZED ASSETS	1,121.97	0.00	0.00	0.00	2,420.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		32,559.06	27,968.62	32,000.00	22,356.39	33,420.00	
50410526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES:					
		SIGNS					
		SAFETY EQUIPMENT					
SERVICES							

50410531.01	TRAVEL & TRAINING	28.54	0.00	1,500.00	41.53	1,500.00	_____
50410531.03	LICENSES & CERTIFICATES	0.00	0.00	0.00	0.00	0.00	_____
50410533.14	CONTRACTED SERVICES	0.00	52,660.00	125,000.00	46,249.14	125,000.00	_____
50410534.90	LEASES & RENTALS	2,737.75	345.96	5,000.00	0.00	5,000.00	_____
50410536.01	ELECTRICITY	8,949.09	7,948.27	10,000.00	5,861.30	10,000.00	_____
50410536.02	TELEPHONE	4,800.59	6,904.62	5,000.00	5,769.41	5,000.00	_____
50410536.03	WATER	1,036.83	1,233.73	1,300.00	1,550.01	1,300.00	_____
50410536.05	STREET LIGHTS	85,823.16	80,533.21	90,000.00	63,869.60	90,000.00	_____
50410536.06	SOLID WASTE DISPOSAL	14,251.09	21,405.63	15,000.00	24,050.30	15,000.00	_____
50410536.07	CABLE & INTERNET	1,301.78	1,266.37	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		118,928.83	172,297.79	252,800.00	147,391.29	252,800.00	

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

STREETS

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
50410533.14 CONTRACTED SERVICES		PERMANENT NOTES:					
		ESTIMATES:					
		MEDIAN MOWING = \$13,000 X 4 = \$52,000					
		LANDSCAPING & WEED CONTROL = \$10,000					
		CURB & SIDEWALK SPRAYING FOR WEEDS = \$15,000					
		ADDITIONAL MOWING = \$20,000					
		DITCH CLEANOUTS & REPAIRS = \$25,000					
50410534.90 LEASES & RENTALS		PERMANENT NOTES:					
		EQUIPMENT RENTALS INCLUDING LONG REACH MOWER					

MAINTENANCE

50410542.03	R & M- BUILDING	2,405.53	816.25	2,500.00	1,162.72	2,500.00	
50410543.04	R & M IMPROVEMENT OTB	0.00	24.92	45,000.00	0.00	35,000.00	
50410543.05	R & M- INFRASTRUCTURE	45,997.00	3,004.90	25,000.00	8,812.38	25,000.00	
50410543.0511R	& M- INF- SEALCOAT PROGRA	117,390.85	113,990.30	150,000.00	230,806.15	150,000.00	
50410543.0512R	& M- INF- PATCHING MATERI	52,133.75	45,050.68	35,000.00	22,700.43	50,000.00	
50410543.20	R & M- INF- STORM DRAINAGE	63.78	8.98	10,000.00	0.00	10,000.00	
50410544.50	R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	0.00	0.00	
50410544.55	R & M- VEHICLES & TRAILERS	2,480.55	4,442.00	3,000.00	2,679.70	3,000.00	
50410544.60	R & M- RADIOS & INSTRUMENTS	0.00	0.00	0.00	0.00	0.00	
50410544.65	R & M- MACHINERY & EQUIPMEN	24,921.55	29,297.40	25,000.00	13,853.99	25,000.00	
TOTAL MAINTENANCE		245,393.01	196,635.43	295,500.00	280,015.37	300,500.00	

50410543.0511R & M- INF- SEALCOAT PROGRPERMANENT NOTES:
SEALCOAT PROGRAM (ANNUAL)

SUNDRY

50410553.06	XFER OUT- FD 155	0.00	0.00	0.00	0.00	0.00	
50410553.10	XFER OUT- FD 220 STREET IMP	909,359.08	659,128.90	1,798,000.00	1,798,000.00	2,410,000.00	
TOTAL SUNDRY		909,359.08	659,128.90	1,798,000.00	1,798,000.00	2,410,000.00	

50410553.10 XFER OUT- FD 220 STREET IMPERMANENT NOTES:
SIDEWALK AT BAUER ST AUSTIN TO OREN \$100,000
EZZELL ST RECONSTRUCTION = \$780,000
MILDRED ST REHAB WITH REXCO = \$200,000
GEORGE ST - VIRGINIA TO COMMERCE WITH SIDEWALK = \$880,000
CORPORATION DITCH REHAB FROM AUSTIN ST TO FM 1090 = \$450,000

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

STREETS

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
CAPITAL EXPENDITURES							
50410561.02	CE- LAND & IMPROVEMENT	0.00	0.00	0.00	0.00	15,000.00	
50410562.03	CE- BUILDING & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	
50410563.05	CE- INFRASTRUCTURE	0.00	25,691.00	50,000.00	79,110.00	0.00	
50410564.55	CE- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	75,000.00	
50410564.65	CE- MACHINERY & EQUIPMENT	83,635.00	102,385.37	0.00	0.00	293,000.00	
TOTAL CAPITAL EXPENDITURES		83,635.00	128,076.37	50,000.00	79,110.00	383,000.00	
50410561.02	CE- LAND & IMPROVEMENT	PERMANENT NOTES: LASALLE ST FENCING					
50410563.05	CE- INFRASTRUCTURE	PERMANENT NOTES: SIDEWALKS					
50410564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES: DUMP TRUCK = \$75,000 (FARF)					
50410564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES: FRONT END LOADER = \$168,000 (FARF) ASPHALT PAVING MACHINE = \$100,000 CHRISTMAS DECORATIONS= \$25,000					
TOTAL STREETS		1,913,117.19	1,702,656.18	3,157,150.00	2,707,174.42	4,128,248.95	

PARKS

Our Mission

The mission of the City of Port Lavaca Parks Department is to serve the City of Port Lavaca residents and visitors by providing the highest standard of parks and leisure services, available in a safe, efficient and professional manner.

Description of our Services

The Parks Department provides operation and maintenance services to include mowing, landscaping, park maintenance, playground equipment inspections, and custodial duties, maintenance of the swimming pool and construction of new projects.



Strategic Focus

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks, and other improvements year after year.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Improve overall appearance of the city parks and recreation facilities (maintenance and groundskeeping)
- Adopt a parkland and trail dedication ordinance that requires land dedication (or fee-in-lieu) for parks and improvements. The ordinance should also require developers to dedicate and construct trails in accordance with the trails master plan.
- Continue the planned improvements at Wilson Park and Bayfront Park
- Identify the desired placement and path of a boardwalk in Port Lavaca. Consider developing a detailed plan for the boardwalk design.
- Repair cabanas at Tilley Park
- Continue improvements at Butterfly Park
- Replaced old landscape timber at Tilley Park with new timber
- Repair Lighthouse Beach boat ramp.
- Reroof pier restrooms at Lighthouse beach

2019-2020 Accomplishments of Prior Year Business Plans

- Required 5' sidewalks along at least one side of the roadway in all new residential developments.
- Performed electrical work at the Bayfront Pavilion
- Rehabbed Wilson field concession stand and restrooms
- Built new parking lot at Wilson field
- Reworked drainage at Wilson field
- Continuous mowing and park cleanup

Budget Summary

Parks & Recreation	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	248,100	233,525		239,830
Materials & Supplies	31,500	43,250		45,290
Services	49,800	49,700		50,100
Maintenance	52,000	54,000		54,000
Capital Expenditures	1,111,500	418,836		905,000
Total Parks & Recreation	1,492,900	799,311		1,294,220

2020 - 2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Lead Parks Maintenance Worker	1	1	1
Maintenance Workers	4	4	4
Temporary Worker (Summer)	1	1	1
Total	6	6	6

Performance Measures

	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
<i>Our Workload</i>				
Acres of park grounds maintained	172.6	150.47	161.54	167.07
Number of playground inspections performed	32	30	31	32
<i>Measuring our Effectiveness</i>				
% of park maintenance completed on time	90%	98%	98%	98%

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
PARKS & RECREATION
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		YEAR BEFORE	LAST YEAR	*----- CURRENT YEAR -----*			
		LAST ACTUAL	ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

PERSONNEL SERVICES							

50501511.01	SALARIES & WAGES	126,590.62	134,978.64	161,700.00	104,708.15	166,065.90	_____
50501511.06	SALARIES & WAGES-TEMP	854.24	0.00	0.00	0.00	0.00	_____
50501511.07	SALARIES & WAGES-OVERTIME	1,321.33	3,783.44	3,500.00	459.05	3,594.50	_____
50501512.05	EMPLOYER-SOCIAL SECURITY	9,846.63	9,749.08	12,650.00	7,699.14	12,991.55	_____
50501512.10	EMPLOYER-T.M.R.S.	7,657.03	8,447.24	10,150.00	6,438.40	10,424.05	_____
50501512.20	GROUP H/D INS PREMIUMS	29,247.46	38,478.38	41,000.00	27,677.30	42,107.00	_____
50501512.30	WORKER'S COMPENSATION	3,953.00	3,774.33	4,525.00	3,796.62	4,647.18	_____
50501512.31	UNEMPLOYMENT INSURANCE	4,057.90	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		183,528.21	199,211.11	233,525.00	150,778.66	239,830.18	_____
MATERIALS & SUPPLIES							

50501521.01	OFFICE	17.29	416.91	0.00	40.00	0.00	_____
50501522.01	AG & BOTANICAL	375.00	381.57	250.00	375.00	1,250.00	_____
50501523.03	CLEANING & JANITORIAL	7,695.84	6,973.24	6,500.00	8,632.57	6,500.00	_____
50501524.01	UNIFORMS	4,276.91	1,893.98	2,500.00	1,542.26	2,500.00	_____
50501525.01	FUEL	4,507.83	4,462.05	6,000.00	2,794.65	6,000.00	_____
50501526.01	GENERAL SAFETY & TOOLS	3,241.85	3,971.19	3,000.00	2,172.27	3,000.00	_____
50501528.03	NON-CAPITALIZED ASSETS	1,121.97	4,724.43	0.00	0.00	1,040.00	_____
50501529.11	LIGHTING & DECORATION	924.29	4,550.61	25,000.00	11,033.86	25,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		22,160.98	27,373.98	43,250.00	26,590.61	45,290.00	_____
50501526.01	GENERAL SAFETY & TOOLS	PERMANENT NOTES: SAFETY EQUIPMENT & TOOLS					
50501529.11	LIGHTING & DECORATION	PERMANENT NOTES: CHRISTMAS LIGHTS					
SERVICES							

50501531.01	TRAVEL & TRAINING	23.99	24.31	100.00	0.00	500.00	_____
50501533.14	CONTRACTED SERVICES	1,613.75	50.00	0.00	0.00	0.00	_____
50501534.90	LEASES & RENTALS	(98.18)	2,857.43	2,000.00	46.00	2,000.00	_____
50501536.01	ELECTRICITY	33,377.48	35,393.33	32,000.00	24,684.20	32,000.00	_____
50501536.02	TELEPHONE	378.89	567.01	600.00	779.27	600.00	_____
50501536.03	WATER	15,901.25	7,988.33	15,000.00	2,591.93	15,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		51,197.18	46,880.41	49,700.00	28,101.40	50,100.00	_____
50501534.90	LEASES & RENTALS	PERMANENT NOTES: BOOM RENTAL					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
PARKS & RECREATION
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

MAINTENANCE							

50501541.02	LANDSCAPING	984.07	564.93	1,000.00	0.00	1,000.00	_____
50501542.03	R & M- BUILDING	2,168.18	1,438.56	2,000.00	1,729.50	2,000.00	_____
50501543.04	R & M IMPROVEMENT OTB	20,657.88	22,024.22	15,000.00	12,022.58	15,000.00	_____
50501543.10	SWIMMING POOL OPERATIONS	33,678.36	37,422.61	30,000.00	21,739.27	30,000.00	_____
50501544.55	R & M- VEHICLES & TRAILERS	1,562.81	312.45	2,000.00	1,940.07	2,000.00	_____
50501544.65	R & M- MACHINERY & EQUIPMEN	2,032.39	5,105.97	4,000.00	2,357.66	4,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		61,083.69	66,868.74	54,000.00	39,789.08	54,000.00	_____

50501541.02	LANDSCAPING	PERMANENT NOTES:					
		CITY HALL PLANTERS (UB SIDE) & GROUNDS					

CAPITAL EXPENDITURES							

50501561.02	CE- LAND & IMPROVEMENTS OTB	0.00	92,025.72	324,835.64	272,735.89	725,000.00	_____
50501562.03	CE- BUILDING & IMPROVEMENTS	0.00	0.00	75,000.00	0.00	0.00	_____
50501563.05	CE- INFRASTRUCTURE	0.00	0.00	0.00	1,000.00	150,000.00	_____
50501564.50	CE- FURNITURE & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	_____
50501564.55	CE- VEHICLES & TRAILERS	26,710.00	0.00	3,000.00	2,153.39	30,000.00	_____
50501564.65	CE- MACHINERY & EQUIPMENT	12,000.00	0.00	16,000.00	11,625.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL CAPITAL EXPENDITURES		38,710.00	92,025.72	418,835.64	287,514.28	905,000.00	_____

50501561.02	CE- LAND & IMPROVEMENTS	OTPERMANENT NOTES:					
		BAYFRONT PARK IMPROVEMENTS CARRIED OVER FROM PREVIOUS YEAR =					
		\$500,000					
		BUTTERFLY PARK IMPROVEMENTS = \$15,000					
		BENCHES AND PICNIC TABLES AT CITY PARK = \$20,000					
		WILSON PARK IMPROVEMENTS = \$190,000					
50501563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		SKATE PARK @ WILSON PARK = \$90,000 CARRIED OVER FROM					
		PREVIOUS YEAR PLUS ADDITIONAL \$60,000 NEEDED FOR SKATE PARK					
50501564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES:					
		1/2 TON PICKUP (FARF)					
50501564.65	CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:					
		KAWASAKI MULE					
		-----	-----	-----	-----	-----	-----
TOTAL PARKS & RECREATION		356,680.06	432,359.96	799,310.64	532,774.03	1,294,220.18	_____
		=====	=====	=====	=====	=====	=====

BAUER CENTER

**Our Mission**

The mission of the Bauer Center is to provide the City of Port Lavaca a quality facility for seminars, reunions, dances and other events.

Description of our Services

The Convention and Visitors Bureau provides management and operations for the facilities of the Bauer Community Center. Revenues are generated from facility rentals and rentals of the electronic advertising display sign. The maintenance costs are provided by the City of Port Lavaca.

**Strategic Focus****Business Development**

Port Lavaca is known for creating a business development program that is responsive to existing business needs.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Create a more extensive marketing plan
- Continue long range maintenance program for the facility
- Rehabilitate parking lot

2019-2020 Accomplishments of Prior Year Business Plans

- Upgraded audio equipment
- Replaced roof
- Lighting upgrades (City Wide)
- Rearranged handicap parking area to meet ADA compliance

Budget Summary

Bauer Center	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	74,575	103,400		106,192
Materials & Supplies	7,900	7,900		6,900
Services	109,600	114,600		118,100
Maintenance	98,600	30,950		34,600
Capital Expenditures	500,000	0		250,000
Total Bauer Center	790,675	256,850		515,792

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Maintenance Workers	2	2	1
Parks Facilities Supervisor	0	0	1
Total	2	2	2



C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
BAUER CENTER
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

50502511.01	SALARIES & WAGES	43,992.53	49,165.53	68,050.00	48,902.85	69,887.35	_____
50502511.06	SALARIES & WAGES-TEMP	0.00	0.00	0.00	0.00	0.00	_____
50502511.07	SALARIES & WAGES-OVERTIME	919.70	5,889.54	1,000.00	2,234.26	1,027.00	_____
50502512.05	EMPLOYER-SOCIAL SECURITY	3,444.01	3,667.83	5,300.00	3,874.89	5,443.10	_____
50502512.10	EMPLOYER-T.M.R.S.	2,793.68	3,348.01	4,250.00	3,127.92	4,364.75	_____
50502512.20	GROUP H/D INS PREMIUMS	10,168.45	19,981.63	22,900.00	11,925.48	23,518.30	_____
50502512.30	WORKER'S COMPENSATION	1,388.51	1,207.78	1,900.00	1,594.17	1,951.30	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		62,706.88	83,260.32	103,400.00	71,659.57	106,191.80	
MATERIALS & SUPPLIES							

50502521.01	OFFICE	0.00	0.00	0.00	0.00	0.00	_____
50502523.03	CLEANING & JANITORIAL	543.33	7,994.50	3,800.00	6,427.59	3,800.00	_____
50502524.01	UNIFORMS	1,222.74	977.56	1,200.00	829.16	1,200.00	_____
50502525.01	FUEL	753.67	335.65	400.00	163.68	400.00	_____
50502526.01	GENERAL SAFETY & TOOLS	65.36	56.63	500.00	14.58	500.00	_____
50502528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	_____
50502529.11	LIGHTING & DECORATION	0.00	0.00	2,000.00	217.23	1,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		2,585.10	9,364.34	7,900.00	7,652.24	6,900.00	
50502523.03	CLEANING & JANITORIAL	PERMANENT NOTES: SUPPLIES					
SERVICES							

50502533.06	INSPECTION SERVICES	0.00	0.00	200.00	0.00	200.00	_____
50502533.14	CONTRACTED SERVICES	54,931.04	50,275.04	51,000.00	50,275.04	55,000.00	_____
50502534.90	LEASES & RENTALS	3,035.69	3,246.40	5,000.00	2,675.10	4,500.00	_____
50502536.01	ELECTRICITY	31,923.48	34,999.98	55,000.00	21,109.42	55,000.00	_____
50502536.02	TELEPHONE	530.78	881.52	700.00	733.03	700.00	_____
50502536.03	WATER	1,620.98	2,594.94	2,700.00	604.82	2,700.00	_____
50502536.07	CABLE & INTERNET	186.95	1,409.07	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		92,228.92	93,406.95	114,600.00	75,397.41	118,100.00	
50502533.14	CONTRACTED SERVICES	PERMANENT NOTES: ADMINISTRATIVE SERVICES TO CHAMBER = \$50,000 ALARM MONITORING SERVICE = \$1,000					
50502534.90	LEASES & RENTALS	PERMANENT NOTES: COPIER LEASE OVERAGE FOR LARGE PRINT JOBS					

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND

BAUER CENTER

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

MAINTENANCE							

50502541.02	LANDSCAPING	0.00	62,629.61	350.00	5,515.85	4,000.00	_____
50502542.03	R & M- BUILDING	82,391.25	27,951.32	15,000.00	14,336.42	15,000.00	_____
50502543.04	R & M IMPROVEMENT OTB	5,799.00	2,450.33	12,000.00	4,088.74	12,000.00	_____
50502544.50	R & M- FURNITURE & EQUIPMEN	36,630.73	20.00	3,000.00	109.78	3,000.00	_____
50502544.55	R & M- VEHICLES & TRAILERS	555.20	104.47	300.00	0.00	300.00	_____
50502544.65	R & M- MACHINERY & EQUIPMEN	17.41	1,033.41	300.00	13.99	300.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		125,393.59	94,189.14	30,950.00	24,064.78	34,600.00	
50502541.02	LANDSCAPING	PERMANENT NOTES:					
		ANNUAL BAUER LANDSCAPING					
CAPITAL EXPENDITURES							

50502561.02	CE- LAND & IMPROVEMENT	0.00	0.00	0.00	0.00	250,000.00	_____
50502562.03	CE- BUILDING & IMPROVEMENTS	0.00	483,282.22	0.00	56,390.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL CAPITAL EXPENDITURES		0.00	483,282.22	0.00	56,390.00	250,000.00	
50502561.02	CE- LAND & IMPROVEMENT	PERMANENT NOTES:					
		PARKING LOT REHABILITATION					
		-----	-----	-----	-----	-----	-----
TOTAL BAUER CENTER		282,914.49	763,502.97	256,850.00	235,164.00	515,791.80	=====

NON-DEPARTMENTAL

Description of our Services

Expenditures considered to be of a non-departmental nature include: health insurance claims, safety plan, Texas Workforce Commission (TWC), audit fees, general liability insurance, Fixed Asset Replacement Fund (FARF) allocations and approved contingency allocations.

Contingency

In accordance with section 7.11 of the City Charter, contingency appropriations are to be used in case of unforeseen items approved by the City Manager and City Council. Expenditure details shall be recorded and itemized for reconciliation. The proceeds of the contingent appropriation shall be disbursed only by transfer to other departmental appropriations; the spending of which shall be charged to the departments or activities for which the appropriations are made.

Fixed Asset Replacement Fund (FARF) Allocations

FARF allocations are for the future purchase of governmental fund assets. A minimum threshold will be reviewed annually for appropriateness based on the depreciation schedule and age of the asset portfolio.

Budget Summary

Non-Departmental	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	217,966	28,875		91,650
Services	421,787	413,487		1,000
Maintenance	2,000	2,000		395,687
Sundry	411,415	894,310		2,000
Capital Expenditures	0	0		585,563
Total Non-Departmental	1,053,168	1,338,672		1,075,900

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
NON-DEPARTMENTAL
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
PERSONNEL SERVICES							
59800511.01 SALARIES & WAGES	0.00	0.00	0.00	0.00	60,000.00		
59800512.03 GROUP H/D INS CLAIMS	25,495.55	136.08	0.00	645.66	550.00		
59800512.05 EMPLOYER- SOCIAL SECURITY	1,910.90	1,978.16	2,000.00	1,960.11	2,000.00		
59800512.10 EMPLOYER- TMRS	1,571.65	1,530.52	1,700.00	1,550.05	1,600.00		
59800512.31 UNEMPLOYMENT INSURANCE	2,992.72	600.00	175.00	2,567.05	2,500.00		
59800512.40 SAFETY PAY	24,817.75	25,856.52	25,000.00	25,618.98	25,000.00		
TOTAL PERSONNEL SERVICES	56,788.57	30,101.28	28,875.00	32,341.85	91,650.00		

59800511.01 SALARIES & WAGES

PERMANENT NOTES:
FUNDS AVAILABLE FOR SALARY & WAGES INCREASE AFTER SALARY
SURVEY

MATERIALS & SUPPLIES

59800524.19 COVID-19 EXPENDITURES	0.00	0.00	0.00	10,158.87	1,000.00		
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	10,158.87	1,000.00		

SERVICES

59800531.01 TRAVEL & TRAINING	9,406.69	8,607.23	25,000.00	7,884.73	15,000.00		
59800531.04 DUES, SUBSCR., & PUBLICATIO	7,709.79	12,883.64	10,000.00	5,722.11	10,000.00		
59800531.05 ADVERTISING & LEGAL NOTICES	6,918.31	5,375.63	10,000.00	3,180.75	7,500.00		
59800531.07 PUBLIC & EMPLOYEE RELATIONS	8,233.32	3,579.57	10,000.00	8,585.91	12,000.00		
59800531.10 YOUTH ADVISORY COUNCIL	0.00	0.00	0.00	0.00	0.00		
59800531.13 SHIPPING & FREIGHT	0.00	0.00	600.00	0.00	0.00		
59800532.01 AUDIT FEES	8,725.00	12,686.25	14,387.00	14,569.00	12,687.00		
59800532.06 HEALTH & FITNESS	20,433.54	20,143.63	20,000.00	9,432.33	20,000.00		
59800532.07 LEGAL- REGULAR	79,816.50	75,229.20	70,000.00	39,714.65	70,000.00		
59800532.08 LEGAL- SPECIAL	4,765.55	1,428.85	5,000.00	1,000.00	5,000.00		
59800533.09 CCAD TAX COLLECTION	19,178.54	20,166.80	18,000.00	17,251.86	22,000.00		
59800533.10 CCAD TAX APPRAISAL	59,018.55	59,719.32	54,000.00	45,473.83	55,000.00		
59800533.11 CCAD ATTORNEY FEES	40,712.24	31,032.73	34,000.00	19,320.21	34,000.00		
59800533.14 CONTRACTED SERVICES	1,227.33	12,659.86	2,500.00	1,493.69	2,500.00		
59800535.01 GENERAL LIABILITY INSURANCE	53,950.69	57,573.40	60,000.00	59,470.72	60,000.00		
59800535.10 WINDSTORM INS	65,975.87	71,140.25	80,000.00	23,020.57	70,000.00		
59800536.07 CABLE & INTERNET	5,813.34	6,703.61	0.00	0.00	0.00		
TOTAL SERVICES	391,885.26	398,929.97	413,487.00	256,120.36	395,687.00		

59800531.01 TRAVEL & TRAINING

PERMANENT NOTES:
CITY WIDE TRAINING & TML CONFERENCE
LEADERSHIP SERIES TRAINING
CUSTOMER SERVICE TRAINING

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

001-GENERAL FUND
NON-DEPARTMENTAL
DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

59800531.04	DUES, SUBSCR., & PUBLICATIPERMANENT NOTES:						
	CITY MEMBERSHIPS & DUES						
	-TML						
	-ERCOT						
	-GOLDEN CRESCENT REGIONAL PLANNING COMMISSION						
	-SAMS						
	-TXPPA						
59800531.05	ADVERTISING & LEGAL NOTICEPERMANENT NOTES:						
	ALL LEGAL ADS						
	HR POSTINGS						
	BID ADVERTISEMENTS						
	ORDINANCE NOTIFICATION						
59800531.07	PUBLIC & EMPLOYEE RELATIONPERMANENT NOTES:						
	SAFETY & COUNCIL WORKSHOP LUNCHEONS						
	CUSTOMER SERVICE WEEK						
	SERVICE AWARDS						
	EMPLOYEE APPRECIATION DAY						
59800531.13	SHIPPING & FREIGHT						
	PERMANENT NOTES:						
	UPS PACKAGES						
	FREIGHT RELATED TO INVENTORY						
59800532.01	AUDIT FEES						
	PERMANENT NOTES:						
	42.5% OF TOTAL COST						
59800532.07	LEGAL- REGULAR						
	PERMANENT NOTES:						
	ROUTINE LEGAL MATTERS: CONTRACTS, MUNICIPAL COURT,						
	EMPLOYMENT LAW, ETC.						
59800532.08	LEGAL- SPECIAL						
	PERMANENT NOTES:						
	NON-ROUTINE: OUTSIDE LITIGATION OR SPECIAL LEGAL MATTERS						
MAINTENANCE							

59800542.55	TECHNOLOGY SERVICES	55,469.95	0.00	0.00	0.00	0.00	
59800544.51	MAINTENANCE CONTRACTS	32,136.46	0.00	2,000.00	0.00	2,000.00	
		-----	-----	-----	-----	-----	
	TOTAL MAINTENANCE	87,606.41	0.00	2,000.00	0.00	2,000.00	
SUNDRY							

59800553.05	XFER OUT- FD 701 (PAYROLL)	200.00	(200.00)	0.00	0.00	0.00	
59800553.14	XFER OUT-FUND 147 -HOME PRO	0.00	0.00	12,000.00	0.00	12,000.00	
59800553.15	XFER OUT- FD 206 FARF	235,007.04	286,365.00	235,910.00	196,591.70	209,694.00	
59800553.35	HURRICANE	(21,963.00)	2,250.00	0.00	24,500.00	0.00	
59800553.50	SAFETY PROGRAM	4,283.65	4,558.86	5,000.00	1,670.61	5,000.00	
59800553.503	XFER OUT- FUND 503	0.00	0.00	591,000.00	0.00	311,974.00	
59800553.504	XFER OUT- FUND 504	0.00	0.00	0.00	0.00	0.00	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

001-GENERAL FUND

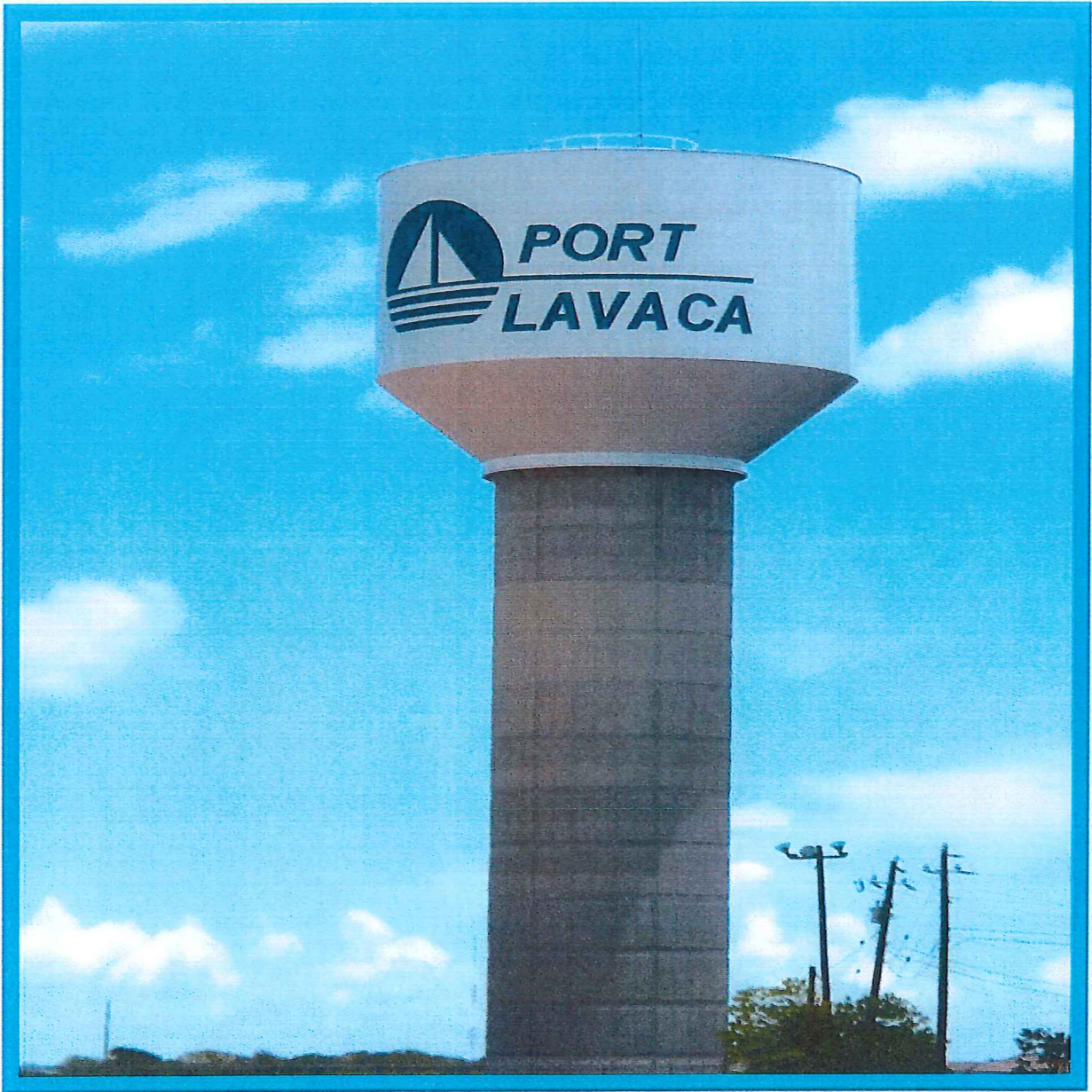
NON-DEPARTMENTAL

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
59800553.51	RAILROAD RENTAL	2,251.02	2,318.55	2,300.00	2,388.11	2,400.00	
59800554.62	CONTRIBUTION-SERVICE CONTRA	5,000.00	5,000.00	5,000.00	2,500.00	2,500.00	
59800554.85	FIXED ASSET RECORDS	520.00	0.00	800.00	377.00	500.00	
59800554.90	MISCELLANEOUS	2,779.52	499.28	2,000.00	77.10	500.00	
59800554.95	CLAIMS & SETTLEMENTS	0.00	0.00	0.00	0.00	0.00	
59800554.97	ECONOMIC DEVELOPMENT	10,000.00	0.00	0.00	0.00	0.00	
59800554.98	CONTINGENCY	0.00	0.00	40,300.00	34,379.00	40,995.00	
TOTAL SUNDRY		238,078.23	300,791.69	894,310.00	262,483.52	585,563.00	
59800553.14	XFER OUT-FUND 147 -HOME PR	PERMANENT NOTES:					
		HOME PROGRAM MATCH					
59800553.15	XFER OUT- FD 206 FARF	PERMANENT NOTES:					
		EQUAL TO ONE YEAR DEPRECIATION EXPENSE FOR MACHINERY & EQUIPMENT					
59800553.503	XFER OUT- FUND 503	PERMANENT NOTES:					
		LIGHTHOUSE BEACH PARK TO COVER FOR REROOF/REHAB FLOOR/REPLACE LAVATORIES/ LIGHTS AT PIER RESTROOM BUILDING = \$30,000					
		LHB PIER REBUILD RQUIRED MATCHING FUNDS = \$250,000					
		DIFFERENCE TO COVER CURRENT YEAR EXPENSES					
59800554.62	CONTRIBUTION-SERVICE CONTR	PERMANENT NOTES:					
		CALHOUN COUNTY SENIOR CITIZENS ASSOCIATION, INC. = \$2,500					
59800554.85	FIXED ASSET RECORDS	PERMANENT NOTES:					
		DESTRUCTION OF BOXES					
59800554.98	CONTINGENCY	PERMANENT NOTES:					
		.5% OF TOTAL PRIOR YEAR EXPENSES BY CHARTER					
TOTAL NON-DEPARTMENTAL		774,358.47	729,822.94	1,338,672.00	561,104.60	1,075,900.00	
*** TOTAL EXPENDITURES ***		8,058,357.34	8,199,054.42	11,042,177.14	8,265,110.23	13,151,563.95	

*** END OF REPORT ***

ENTERPRISE FUNDS



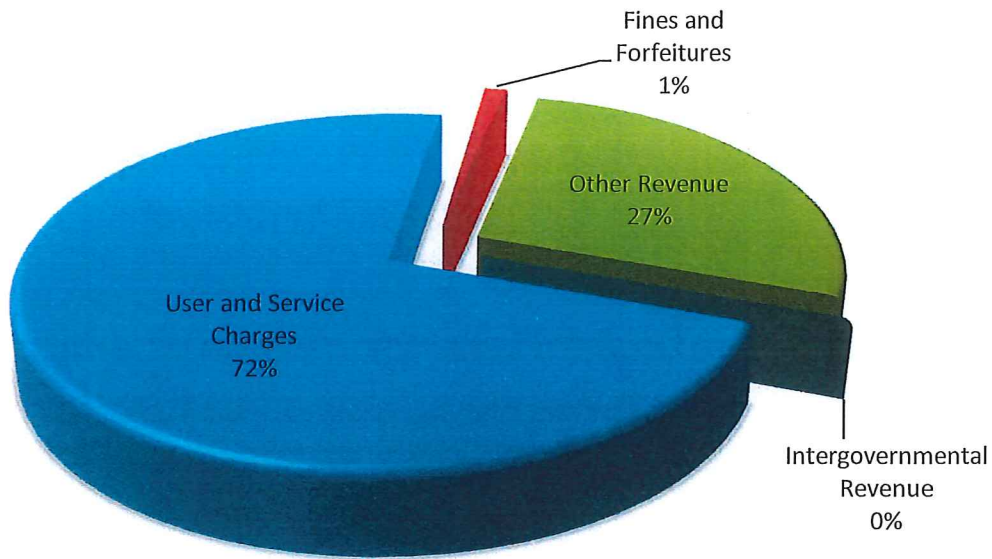
PUBLIC UTILITY FUND

The Public Utility Fund accounts for the operations of the Public Utility Billing, Water Distribution, Sewer and Solid Waste Departments.

Public Utility Fund Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
User and Service Charges	5,654,516	5,555,000		5,789,500	234,500
Fines and Forfeitures	93,004	85,000		90,000	5,000
Other Revenue	211,629	2,026,385		4,329,124	2,302,739
Grant and Contributions	0	0		0	0
Intergovernmental Rev.	0	0		0	0
Total Revenues	5,959,149	7,666,385		10,208,624	2,542,239

Public Utility Fund Revenue



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

USER & SERVICE CHARGES							

431.11	WATER-METERED	2,475,560.75	2,415,403.72	2,400,000.00	1,893,949.89	2,455,000.00	
431.12	WATER-BULK	1,143.06	500.08	0.00	1,489.87	0.00	
431.13	WATER-METERED COUNTY	82,952.01	86,879.42	80,000.00	53,596.70	85,000.00	
431.21	SEWER RESIDENTIAL	1,243,591.06	1,163,351.97	1,170,000.00	995,250.08	1,200,000.00	
431.22	SEWER COMMERCIAL	779,647.88	830,896.11	775,000.00	583,469.79	795,000.00	
431.23	SEWER COUNTY	37,554.39	40,383.45	35,000.00	27,383.02	35,000.00	
431.25	SEWER-LOW PRESSURE (LPSS)	300.00	420.00	0.00	375.00	900.00	
431.31	WASTE-GARBAGE COLLECTION	694,892.63	699,782.69	685,000.00	494,127.78	695,000.00	
431.32	SPRING CLEANUP	95,036.06	122,946.17	87,000.00	89,883.32	110,000.00	
432.05	GBRA FEES	133,488.90	202,816.56	250,000.00	189,767.82	338,500.00	
432.11	WATER TAPS	16,881.20	14,210.63	10,000.00	36,476.14	13,000.00	
432.21	SEWER TAPS	10,654.42	10,607.50	5,000.00	6,742.00	5,000.00	
432.61	SERVICE CALL FEES	9,402.98	6,605.21	1,000.00	1,110.00	1,000.00	
432.62	SERVICE TRANSFER FEES	900.00	990.00	1,000.00	540.00	1,000.00	
432.63	SERVICE RECONNECTION FEES	51,436.35	44,783.84	45,000.00	150.00	45,000.00	
432.64	SERVICE TEMP WATER	1,485.00	1,380.00	1,000.00	525.00	1,000.00	
432.65	SALES TAX-GARBAGE	13,331.22	12,558.34	10,000.00	10,740.85	10,000.00	
		-----	-----	-----	-----	-----	-----
TOTAL USER & SERVICE CHARGES		5,648,257.91	5,654,515.69	5,555,000.00	4,385,577.26	5,790,400.00	
FINES & FORFEITURES							

442.01	LATE PAYMENT PENALTIES	96,531.97	93,004.05	85,000.00	0.00	90,000.00	
		-----	-----	-----	-----	-----	-----
TOTAL FINES & FORFEITURES		96,531.97	93,004.05	85,000.00	0.00	90,000.00	
OTHER REVENUE							

451.01	INTEREST INCOME	102,849.79	134,888.96	50,000.00	55,574.69	50,000.00	
459.03	RETURNED CHECK FEE	1,140.00	1,550.00	1,000.00	247.57	1,000.00	
459.04	BAD DEBT ACCOUNT COLLECTION	12,639.07	4,722.05	7,500.00	4,022.86	5,000.00	
459.08	CCRWS-GBRA TRANSMISSION	44,647.00	49,349.57	30,000.00	33,374.00	45,000.00	
459.11	AUCTION/SALE PROCEEDS	0.00	8,000.00	0.00	0.00	0.00	
459.12	TML REIMBURSEMENTS	2,596.23	5,273.58	(71,331.00)	73,831.00	2,500.00	
459.90	MISCELLANEOUS INCOME	4,255.76	7,844.96	0.00	604.94	0.00	
459.92	EQUITY BALANCE FORWARD	0.00	0.00	2,009,216.00	0.00	4,239,765.12	
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		168,127.85	211,629.12	2,026,385.00	167,655.06	4,343,265.12	
459.92 EQUITY BALANCE FORWARD PERMANENT NOTES:							
FUNDS NEEDED TO COVER CAPITAL IMPROVEMENT PROJECTS							

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

REVENUES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

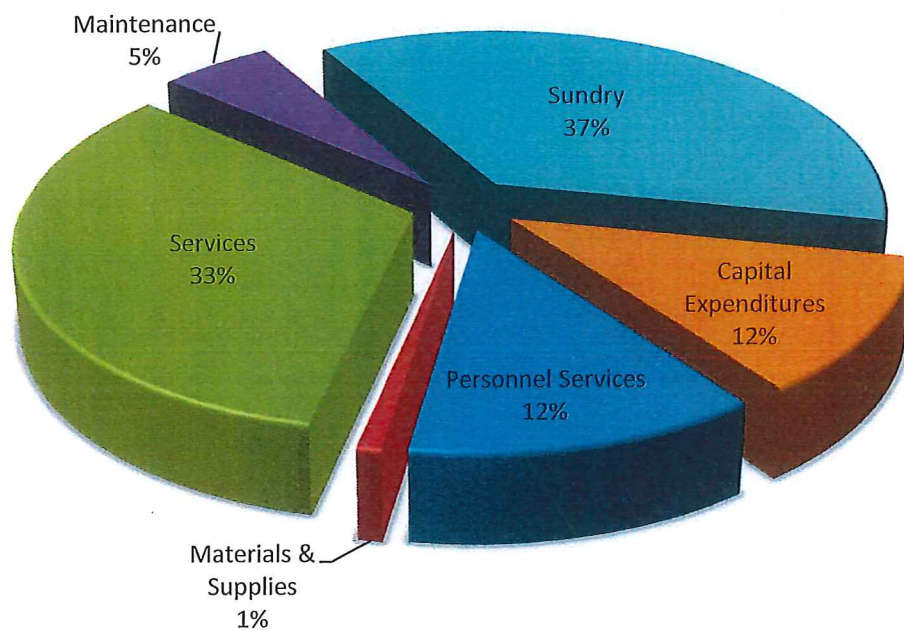
INTERGOVERNMENTAL REVENUE							
493.01 XFER IN- VARIOUS FUNDS	262,904.55	0.00	0.00	0.00	0.00	0.00	
493.02 XFER IN- FUND 136	1,849.29	0.00	0.00	0.00	0.00	0.00	
TOTAL INTERGOVERNMENTAL REVENUE	264,753.84	0.00	0.00	0.00	0.00	0.00	

** TOTAL REVENUE **	6,177,671.57	5,959,148.86	7,666,385.00	4,553,232.32	10,223,665.12		
	=====	=====	=====	=====	=====		

Public Utility Expenditures by Function

Expenditures by Function	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
Personnel Services	721,944	961,025		1,028,395	67,370
Materials & Supplies	67,046	67,000		80,200	13,200
Services	2,343,147	2,559,987		2,583,217	23,230
Maintenance	372,454	409,722		462,791	53,069
Sundry	2,281,695	2,834,482		5,620,521	2,786,039
Capital Expenditures	0	981,831		433,500	-548,331
Total Expenditures	5,786,286	7,814,047		10,208,624	2,394,577

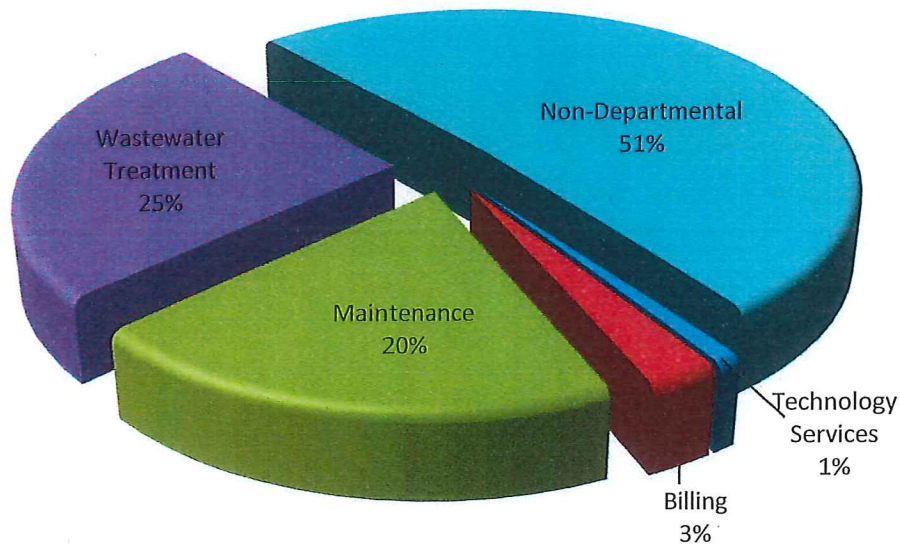
Expenditure by Function



Public Utility Expenditures by Department

Expenditures by Department	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
Technology Services	41,181	73,072		128,371	55,299
Billing	213,567	202,675		246,319	43,644
Maintenance	1,710,223	1,526,125		4,168,355	2,642,230
Wastewater Treatment	844,860	2,035,581		1,753,447	-282,134
Non-Departmental	2,976,454	3,976,594		3,912,133	-64,461
Total Expenses	5,786,285	7,814,047		10,208,625	2,394,578

Expenditure by Department



Departmental Summaries

TECHNOLOGY SERVICES

Budget Summary

Technology Services	Actual FY 20 18-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	0	0		0
Materials &Supplies	0	0		0
Services	0	4,350		6,980
Maintenance	40,500	68,722		121,391
Sundry	0	0		0
Capital Expenditures	0	0		0
Total Technology Services	40,500	73,072		128,371

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
TECHNOLOGY SERVICES
DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES							
50070536.5132CABLE & INTERNET	0.00	0.00	1,450.00	1,805.37	2,880.00		
50070536.5133CABLE & INTERNET	0.00	0.00	1,450.00	1,516.25	2,700.00		
50070536.5134CABLE & INTERNET	0.00	0.00	1,450.00	1,203.30	1,400.00		
TOTAL SERVICES	0.00	0.00	4,350.00	4,524.92	6,980.00		
MAINTENANCE							
50070542.5132CONTRACTED SERVICE- UTY. BI	0.00	27,562.45	28,822.00	22,081.84	103,568.00		
50070542.5133CONTRACTED SERVICES- UTY MA	0.00	0.00	28,400.00	1,195.35	10,274.00		
50070542.5134CONTRACTED SERVICES- WWTP	0.00	0.00	6,000.00	0.00	6,000.00		
50070542.9800CONTRACTED SERVICE- ALL DEP	0.00	13,618.88	5,500.00	2,113.00	16,590.00		
TOTAL MAINTENANCE	0.00	41,181.33	68,722.00	25,390.19	136,432.00		

50070542.5132CONTRACTED SERVICE- UTY. BPERMANENT NOTES:

AQUA METRICS (SENSUS FLEXNET) ONE TIME PAYMENT = \$37,706.25

AQUA METRIC SALES CO. ANNUAL LICENSED LOGIC SUPPORT =

\$26,561.26

TYLER TECHNOLOGIES:

UTILITY BILLING ONLINE COMPONENT = \$1,260

UTILITY CIS SYSTEM = \$11,291

CENTRAL CASH COLLECTION = \$2,597.50

WORK ORDERS = \$4,251

UTILITY METER DATA SYNC W SCHEDULER = \$2,430

UTILITY HANDHELD METER READER INTERFACE = \$2,430

INCODE COST TO UPGRADE TO SENSUS (ONE TIME FEE) = \$12,240

INCODE COST TO UPGRADE TO SENSUS (ANNUAL) = \$2,800

50070542.5133CONTRACTED SERVICES- UTY MPERMANENT NOTES:

IWORQ PUBLIC WORKS INFRASTRUTURE = \$ 4,273.50

1/2 COST OF CDW 36" PLOTTER/SCANNER = \$3,500

1/2 COST OF SCANNING PLANS = \$2,500

50070542.5134CONTRACTED SERVICES- WWTP PERMANENT NOTES:

1/2 COST OF CDW 36" PLOTTER/SCANNER = \$3,500

1/2 COST OF SCANNING PLANS = \$2,500

50070542.9800CONTRACTED SERVICE- ALL DEPERMANENT NOTES:

IWORQ - FACILITIES MANAGEMENT = \$1,325

IWORQ BACKFLOW MANAGEMENT = \$4,092

MICROSOFT = \$100

GOOGLE FOR EMAIL SERVICE = \$1,350

CLEARGOV ANNUAL FEE = \$3,125

CLEARGOV ONE TIME FEE = \$900

TYLER TECHNOLOGIES:

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
 TECHNOLOGY SERVICES
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
CALL CENTER = \$1,109.50							
INVENTORY CONTROL = \$3,620							
FIXED ASSETS = 968.50							
TOTAL TECHNOLOGY SERVICES	0.00	41,181.33	73,072.00	29,915.11	143,412.00		

UTILITY BILLING

Our Mission

To provide billing and revenue collection services to both City utility customers and other City departments in order to provide excellent service to our customers and accurately record and receipt revenues for the City of Port Lavaca.

Description of our Services

The Utility Billing Department falls under the direction of the Finance Director. Utility billing ensures that the utility customers are billed at the rates approved by City Council for water, sewer and garbage. This department is also the central point for most cash collections for other City departments. The Utility Billing Department serves the citizens in many other ways including customer service requests for disconnects, connects and transfers of service. The department assists in investigation and maintenance of the City's water system and works to resolve problems in a timely manner.



Strategic Focus

Governance

Port Lavaca residents are well informed and involved with the affairs of local city government.

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks and other improvements year after year.

2020-2021 Business Plans (Objectives)

- Cross train employee to learn the billing process
- Respond within twenty-four hours to complaints regarding water leaks to reduce water loss
- Continue to enhance the web page for the department
- Continue to reduce paper by digitally archiving application forms and other documents
- Continue to scan documents pertaining to utility billing
- Encourage customers to sign up for auto-draft, on-line payments on City's website and/or use the IVR Program and pay by phone

2019-2020 Accomplishments of Prior Year Business Plans

- Installed NOTIFY Program from Tyler Technologies as another means to alert late paying customers that the bill is due- this would also help with service fees
- Continued use of utility bills as an avenue to share city information
- Participated in the annual Flip Flop Festival, Iguana Fest & Star Spangled Bay Bash
- Installed IVR (Interactive Voice Response) Program for customers to pay bills by phone
- Installed Incode NOTIFY Program for improved customer service

Budget Summary

Utility Billing	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	156,900	157,175		161,419
Materials &Supplies	3,700	3,200		3,100
Services	43,200	39,700		78,800
Maintenance	3,400	2,600		3,000
Sundry	0	0		0
Capital Expenditures	0	0		0
Total Utility Billing	207,200	202,675		246,319

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Customer Service Specialist	2	2	2
Account Billing Clerk	1	1	1
Total	3	3	3

Performance Measures

<i>Our Workload</i>	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Number of utility account bills generated	58,029	58,006	58,018	58,012
Number of utility payments received	43,137	42,654	42,896	42,775
Number of port commission bills generated	890	885	887	886
Number of port commission payments received	663	660	662	661
Number of bad debt write offs	130	195	163	179
Amount of bad debt recoveries	3,520.08	3,537.86	3,528.97	3,500
Meter reading service orders generated	5,029	5,002	5016	5009
<i>Measuring our Effectiveness</i>				
Percentage of monthly bills posted to customer accounts on time	100%	N/A	N/A	100%
Percentage of billing adjustments to correct meter reading and/or billing errors	Less than 1%	N/A	N/A	Less than 1%
Number of work orders outstanding after thirty (30) days	0	N/A	N/A	0

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

BILLING

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----						
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

PERSONNEL SERVICES								

55132511.01	SALARIES & WAGES	106,237.88	110,185.78	109,425.00	84,065.13	112,379.48		
55132511.07	SALARIES & WAGES-OVERTIME	3,670.62	1,844.14	2,500.00	2,259.45	2,567.50		
55132512.05	EMPLOYER-SOCIAL SECURITY	8,292.15	7,573.50	8,575.00	6,650.18	8,806.53		
55132512.10	EMPLOYER-T.M.R.S.	6,834.92	6,712.34	6,875.00	5,278.81	7,060.63		
55132512.20	GROUP H/D INS PREMIUMS	57,139.04	30,154.46	29,450.00	15,859.49	30,245.15		
55132512.30	WORKER'S COMPENSATION	1,112.64	1,434.24	350.00	293.67	359.45		
TOTAL PERSONNEL SERVICES		183,287.25	157,904.46	157,175.00	114,406.73	161,418.74		

MATERIALS & SUPPLIES								

55132521.01	OFFICE	2,480.53	3,410.12	2,500.00	1,266.13	2,500.00		
55132521.03	POSTAGE	185.66	163.68	200.00	140.67	200.00		
55132524.01	UNIFORMS	0.00	171.51	200.00	0.00	200.00		
55132525.01	FUEL	0.00	0.00	0.00	0.00	0.00		
55132526.01	GENERAL SAFETY & TOOLS	0.00	0.00	0.00	0.00	0.00		
55132528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00		
55132529.01	CERTIFICATES, AWARDS, ETC.	0.00	0.00	0.00	0.00	0.00		
55132529.11	LIGHTING & DECORATION	74.27	53.62	300.00	0.00	200.00		
TOTAL MATERIALS & SUPPLIES		2,740.46	3,798.93	3,200.00	1,406.80	3,100.00		

SERVICES								

55132531.01	TRAVEL & TRAINING	437.50	0.00	2,000.00	0.00	2,000.00		
55132531.07	PUBLIC & EMPLOYEE RELATIONS	0.00	0.00	200.00	270.41	0.00		
55132533.14	CONTRACTED SERVICES	29,933.02	46,486.67	35,000.00	58,759.42	75,000.00		
55132536.02	TELEPHONE	1,580.62	1,295.65	2,500.00	979.55	1,800.00		
55132536.07	CABLE & INTERNET	1,365.97	1,230.07	0.00	0.00	0.00		
TOTAL SERVICES		33,317.11	49,012.39	39,700.00	60,009.38	78,800.00		

55132531.01	TRAVEL & TRAINING	PERMANENT NOTES: TRAINING FOR STAFF (LOGIC) CASH HANDLING TRAINING CUSTOMER SERVICE EDUCATION ONLINE OR IN-HOUSE INCODE						
55132533.14	CONTRACTED SERVICES	PERMANENT NOTES: OUTSOURCE BILLING ADD'L INSERTS WATER QUALITY REPORTS POSTAGE MVBA COLLECTIONS						
55132536.07	CABLE & INTERNET	PERMANENT NOTES:						

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

BILLING

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

MOVED TO TECHNOLOGY SERVICES							

MAINTENANCE							

55132543.04	R & M- IMPROVEMENT OTB	0.00	0.00	1,000.00	0.00	1,000.00	-----
55132544.50	R & M- FURNITURE & EQUIPMEN	864.13	0.00	0.00	0.00	500.00	-----
55132544.51	MAINTENANCE CONTRACTS	27,099.95	2,854.01	1,600.00	181.41	1,500.00	-----
55132544.55	R & M- VEHICLES & TRAILERS	7.50	0.00	0.00	0.00	0.00	-----
55132544.60	R & M- RADIOS & INSTRUMENTS	0.00	0.00	0.00	0.00	0.00	-----
55132544.6020	METER MAINTENANCE	80.00	0.00	0.00	0.00	0.00	-----
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		28,051.58	2,854.01	2,600.00	181.41	3,000.00	
55132544.51	MAINTENANCE CONTRACTS	PERMANENT NOTES:					
		DRIVE THRU - DIEBOLD NIXDORF ANNUAL MAINTENANCE					
SUNDRY							

55132554.01	CASH OVER/SHORT	100.25	(2.59)	0.00	(646.19)	0.00	-----
		-----	-----	-----	-----	-----	-----
TOTAL SUNDRY		100.25	(2.59)	0.00	(646.19)	0.00	-----
		-----	-----	-----	-----	-----	-----
TOTAL BILLING		247,496.65	213,567.20	202,675.00	175,358.13	246,318.74	
		=====	=====	=====	=====	=====	

MAINTENANCE

Our Mission

The mission of the City of Port Lavaca Maintenance Department is to provide customers with an efficient maintenance process as it pertains to the City's water distribution and sewer collection system.

Description of our Services

The Maintenance Department provides support to the utility system by ensuring work orders are processed in a timely manner. The department provides daily maintenance on the water and sewer system which includes: new water and sewer taps, water and sewer line repair, sewer main cleaning and customer service.



Strategic Focus

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks, and other improvements year after year.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Become a Superior water system again
- Move toward violation free TCEQ inspections
- Endure proper certification of operators
- Continue to repair water & sewer issues as they are reported
- Replace water line on Brookhollow Drive
- Replace water line on Broadway
- Replace Deshazor sewer line phase I
- Rehab Elevated Storage tanks
- Live Oak from Commerce to Virginia (water/sewer)
- Leon Street Waterline

2019-2020 Accomplishments of Prior Year Business Plans

- Replaced water line on Brookhollow Drive.
- Replaced water line on Jackson St.
- Replaced water line on Indianola St.
- Extended Waterline on HWY 35 and Tiney Browning
- Repaired water line breaks
- Addressed sewer complaints

Budget Summary

Maintenance	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Personnel Services	437,000	563,625		580,555
Materials & Supplies	31,700	31,700		44,000
Services	123,450	38,400		88,400
Maintenance	146,400	146,400		146,400
Sundry	1,027,460	690,000		2,915,000
Capital Expenditures	0	56,000		394,000
Total Maintenance	1,766,010	1,526,125		4,168,355

2020-2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Public Works Director*	½*	½*	½*
Administrative Assistant*	½*	½*	½*
Utility Superintendent	1	1	1
Utility Operator	1	1	1
Heavy Equipment Operator	3	3	3
Utility Maintenance Workers	4	4	4
Total	10	10	10

*Position funded ½ by Streets

Performance Measures

<i>Our Workload</i>	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Number of work orders completed	650	600	625	625
Number of quality samples taken	136	136	136	136
Number of water main leaks repaired	74	75	75	75
<i>Measuring our Effectiveness</i>				
Water service complaints as a % of total customer accounts	Less than 1 %	Less than 1 %	Less than 1 %	Less than 1 %
Sewer service complaints as a % of total customer accounts	Less than 1 %	Less than 1 %	Less than 1 %	Less than 1 %

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

MAINTENANCE

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----						
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

PERSONNEL SERVICES								

55133511.01	SALARIES & WAGES	285,929.42	260,248.05	344,000.00	235,988.72	355,000.00		
55133511.06	SALARY & WAGES- TEMP	0.00	0.00	0.00	0.00	0.00		
55133511.07	SALARIES & WAGES-OVERTIME	25,548.94	13,568.24	14,000.00	20,107.47	14,378.00		
55133512.05	EMPLOYER-SOCIAL SECURITY	22,901.99	18,605.71	27,300.00	18,448.60	28,037.10		
55133512.10	EMPLOYER-T.M.R.S.	19,329.29	16,894.55	22,000.00	14,816.49	22,594.00		
55133512.20	GROUP H/D INS PREMIUMS	90,404.80	70,326.16	143,125.00	40,914.35	146,989.38		
55133512.30	WORKER'S COMPENSATION	8,742.11	8,907.37	13,200.00	11,075.23	13,556.40		
TOTAL PERSONNEL SERVICES		452,856.55	388,550.08	563,625.00	341,350.86	580,554.88		

MATERIALS & SUPPLIES								

55133521.01	OFFICE	772.80	714.41	1,000.00	858.05	1,000.00		
55133521.03	POSTAGE	208.77	270.67	150.00	36.53	150.00		
55133522.04	CHEMICAL	0.00	0.00	0.00	0.00	0.00		
55133523.03	CLEANING & JANITORIAL	334.56	354.44	350.00	292.74	350.00		
55133524.01	UNIFORMS	6,786.42	3,968.80	5,000.00	3,638.30	5,000.00		
55133525.01	FUEL	21,086.29	17,398.58	20,000.00	11,602.18	20,000.00		
55133526.01	GENERAL SAFETY & TOOLS	6,448.64	5,281.13	5,200.00	3,435.73	5,000.00		
55133528.03	NON- CAPITALIZED ASSETS	1,536.08	0.00	0.00	0.00	12,500.00		
TOTAL MATERIALS & SUPPLIES		37,173.56	27,988.03	31,700.00	19,863.53	44,000.00		

SERVICES								

55133531.01	TRAVEL & TRAINING	796.40	4,401.84	3,500.00	1,777.01	3,500.00		
55133531.03	LICENSES & CERTIFICATES	287.00	87.00	400.00	0.00	400.00		
55133531.04	DUES, SUBSCR., & PUBLICATIO	85.00	675.00	500.00	727.00	500.00		
55133533.06	INSPECTION SERVICES	18,206.50	14,330.50	14,000.00	14,195.50	14,000.00		
55133533.14	CONTRACTED SERVICES	892.50	10,972.00	2,000.00	36,515.00	52,000.00		
55133533.20	TESTING SERVICES	5,302.37	7,139.84	10,000.00	20,520.53	10,000.00		
55133534.90	LEASES & RENTALS	6,032.24	6,103.33	4,500.00	2,201.52	4,500.00		
55133536.02	TELEPHONE	3,588.23	4,928.62	3,500.00	3,303.01	3,500.00		
55133536.07	CABLE & INTERNET	1,301.78	1,863.82	0.00	0.00	0.00		
TOTAL SERVICES		36,492.02	50,501.95	38,400.00	79,239.57	88,400.00		

55133533.06	INSPECTION SERVICES	PERMANENT NOTES: TCEQ						
55133533.14	CONTRACTED SERVICES	PERMANENT NOTES: HARDY CROSS COMPUTER MODEL OF WATER SYSTEM = \$75,000 OTHER = \$3,000						
55133533.20	TESTING SERVICES	PERMANENT NOTES: "NEW" EPA UCMR (4TH UNREGULATED CONTAMINANT MONITORING RULE)						

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND

MAINTENANCE

DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
--	----------------------------	---------------------	----------------------------	-----------------	---------------------	-------------------

= \$8,500
STATE MANDATES- WATER TESTING
MONTHLY (BAC-T)
BI-MONTHLY (IDSE)
QTRLY (TTHMs, HAA5)

55133534.90 LEASES & RENTALS

PERMANENT NOTES:
VARIOUS EQUIPMENT RENTALS
COPIER RENTAL

55133536.07 CABLE & INTERNET

PERMANENT NOTES:
MOVED TO TECHNOLOGY SERVICES

MAINTENANCE

55133542.03 R & M- BUILDING	0.00	115.51	0.00	0.00	0.00	
55133543.05 R & M- INFRASTRUCTURE	71,966.41	90,928.82	40,000.00	42,363.15	40,000.00	
55133543.1010R & M- INF- WATER MAINS	53,185.75	72,109.16	55,000.00	92,689.85	55,000.00	
55133543.1020R & M- INF- SEWER MAINS	16,454.30	4,647.39	15,000.00	13,814.08	15,000.00	
55133544.50 R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	0.00	0.00	
55133544.55 R & M- VEHICLES & TRAILERS	2,846.88	10,104.59	6,000.00	2,021.42	6,000.00	
55133544.60 R & M- RADIOS & INSTRUMENTS	0.00	0.00	400.00	0.00	400.00	
55133544.6020R & M- METER MAINTENANCE	20,927.39	21,695.84	15,000.00	10,388.14	15,000.00	
55133544.65 R & M- MACHINERY & EQUIPMEN	7,348.17	9,377.22	15,000.00	9,046.93	15,000.00	
TOTAL MAINTENANCE	172,728.90	208,978.53	146,400.00	170,323.57	146,400.00	

55133543.05 R & M- INFRASTRUCTURE

PERMANENT NOTES:
WATER AND SEWER LINE REPAIRS

SUNDRY

55133552.10 DEBT SERV- CAPITAL LEASE PR	0.00	0.00	0.00	0.00	0.00	
55133552.20 DEBT SERV- CAPITAL LEASE IN	0.00	0.00	0.00	0.00	0.00	
55133553.10 XFER OUT- FD 217	0.00	1,027,460.00	690,000.00	723,150.00	2,915,000.00	
55133553.18 XFER OUT- FUND 165	0.00	6,744.62	0.00	0.00	0.00	
55133553.20 XFER OUT- FUND 136	0.00	0.00	0.00	0.00	0.00	
TOTAL SUNDRY	0.00	1,034,204.62	690,000.00	723,150.00	2,915,000.00	

55133553.10 XFER OUT- FD 217

PERMANENT NOTES:
BROADWAY WATER LINE CARRIED OVER FROM PREVIOUS YR = \$80,000
BROADWAY WATER LINE = \$360,000
LIVE OAK FROM COMMERCE ST TO VIRGINIA ST = \$350,000
GST AND HSPS = \$1,500,000
12" LINK BETWEEN WATER TOWERS PHASE 1 = \$500,000
EZZELL ST WATER LINE = \$125,000

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
 MAINTENANCE
 DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
CAPITAL EXPENDITURES							
55133563.05	CE- INFRASTRUCTURE	0.00	0.00	26,000.00	0.00	0.00	
55133564.55	CE- VEHICLES & TRAILERS (78,940.00)	0.00	30,000.00	26,640.00	394,000.00	
55133564.65	CE- MACHINERY & EQUIPMENT	78,940.00	0.00	0.00	0.00	0.00	
TOTAL CAPITAL EXPENDITURES		0.00	0.00	56,000.00	26,640.00	394,000.00	
55133563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		FIRE HYDRANT @ 238 WEST OF HENRY BARBER WAY					
55133564.55	CE- VEHICLES & TRAILERS	PERMANENT NOTES:					
		VACUUM TRUCK = \$354,000					
		3/4 TON PICKUP = \$40,000					
TOTAL MAINTENANCE		699,251.03	1,710,223.21	1,526,125.00	1,360,567.53	4,168,354.88	

WASTEWATER

Our Mission

The mission of the City of Port Lavaca Wastewater Department is to provide its customers with safe collection and transportation of wastewater while providing excellent customer service.

Description of our Services

The Wastewater Department provides support to the utility system by operating the 2.6 MGD wastewater treatment plant and 20 lift stations. In addition, the department is responsible for sludge disposal, laboratory/process control, pretreatment program, monitoring through the City's lift stations and Supervisory Control and Data Acquisition System (SCADA) operations.



Strategic Focus

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks, and other improvements year after year.

2020-2021 Business Plans (Objectives)

- Move toward violation free TCEQ inspections
- Ensure staff reaches certification requirements
- Rehabilitate collection system lift stations
- Rehabilitate Sludge pumps and polymer system
- Rehabilitate Blower Building
- Rehabilitate sludge building and appurtenances

2019-2020 Accomplishments of Prior Year Business Plans

- Rehabilitated grit and clarifier #2 at wastewater plant
- Rehabilitated lab and office building at wastewater plant
- Purchased pumps for Lynnhaven and Alamo lift stations
- Completed Upgrade of UV System
- Rehabilitated sand and Tile Beds
- Center St. sewer
- George street sewer (Half League to Arthur)
- Rehabilitated collection system lift stations starting with Lynnhaven (in design phase)
- Worked to clear numerous TCEQ Violations that were outstanding

Budget Summary

Wastewater Treatment	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	214,600	229,500		235,697
Materials & Supplies	35,200	32,100		32,100
Services	319,650	281,150		284,150
Maintenance	180,000	192,000		192,000
Sundry	250,000	375,000		970,000
Capital Expenditures	1,086,020	925,831		39,500
Total Wastewater Treatment	2,085,470	2,035,581		1,753,467

2020-2021 Major Additions:

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Wastewater Operator	1	1	2
Utility Operator	2	2	1
Maintenance Worker	1	1	1
Total	4	4	4

Performance Measures

Our Workload	Actual FY 2018-2019	Actual FY 2019-2020	Estimated FY 2019-2020	Projected FY 2020-2021
Total gallons of wastewater treated per year in millions	381.52	369.67	375.60	372.64
Number of sanitary sewer overflows	1	3	2	2
Tons of sludge per year	1,139.18	1,216.75	1,177.97	1197.36
Measuring our Effectiveness				
Percentage of solids removed from wastewater treatment plant	97.12%	97.90%	97.90%	97.90%

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
WASTEWATER TREATMENT
DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----						
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE	
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC	

PERSONNEL SERVICES								

55134511.01	SALARIES & WAGES	118,460.57	117,193.21	159,500.00	44,893.08	163,806.50		
55134511.06	SALARIES & WAGES-TEMP	0.00	0.00	0.00	0.00	0.00		
55134511.07	SALARIES & WAGES-OVERTIME	3,834.33	4,059.20	2,500.00	2,822.52	2,567.50		
55134512.05	EMPLOYER-SOCIAL SECURITY	9,046.27	8,524.52	12,500.00	4,516.20	12,837.50		
55134512.10	EMPLOYER-T.M.R.S.	7,014.22	6,636.87	10,100.00	2,934.84	10,372.70		
55134512.20	GROUP H/D INS PREMIUMS	47,248.94	25,328.81	41,000.00	4,952.59	42,107.00		
55134512.30	WORKER'S COMPENSATION	2,903.24	4,113.99	3,900.00	3,272.21	4,005.30		
TOTAL PERSONNEL SERVICES		188,507.57	165,856.60	229,500.00	63,391.44	235,696.50		

MATERIALS & SUPPLIES								

55134521.01	OFFICE	305.50	388.08	500.00	398.61	500.00		
55134522.03	LABORATORY	12,096.89	18,924.82	15,000.00	9,733.40	15,000.00		
55134522.04	CHEMICAL	8,991.00	10,519.80	8,000.00	3,186.00	8,000.00		
55134523.03	CLEANING & JANITORIAL	0.00	0.00	300.00	41.33	300.00		
55134524.01	UNIFORMS	2,102.10	1,598.39	1,700.00	848.82	1,700.00		
55134525.01	FUEL	3,607.78	1,689.04	3,500.00	1,807.09	3,500.00		
55134526.01	GENERAL SAFETY & TOOLS	690.67	753.17	600.00	1,995.55	600.00		
55134528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00		
55134529.10	AGGREGATE MATERIALS	0.00	1,385.60	2,500.00	0.00	2,500.00		
TOTAL MATERIALS & SUPPLIES		27,793.94	35,258.90	32,100.00	18,010.80	32,100.00		

SERVICES								

55134531.01	TRAVEL & TRAINING	2,962.74	2,294.96	2,500.00	0.00	2,500.00		
55134531.03	LICENSES & CERTIFICATES	111.00	0.00	450.00	0.00	450.00		
55134531.90	DISPOSAL SERVICES-SLUDGE	72,087.46	80,132.87	67,000.00	16,066.52	70,000.00		
55134533.06	INSPECTION SERVICES	21,840.18	19,350.82	20,000.00	18,447.60	20,000.00		
55134533.14	CONTRACTED SERVICES	6,231.43	17,312.16	5,500.00	8,600.65	5,500.00		
55134533.20	TESTING SERVICES	27,654.65	26,889.23	30,000.00	16,553.00	30,000.00		
55134534.90	LEASES & RENTALS	0.00	128.00	0.00	302.31	0.00		
55134536.01	ELECTRICITY	120,946.27	120,430.75	150,000.00	92,712.19	150,000.00		
55134536.02	TELEPHONE	744.42	747.63	700.00	573.57	700.00		
55134536.03	WATER	3,458.39	5,672.71	5,000.00	8,899.63	5,000.00		
55134536.07	CABLE & INTERNET	1,348.82	1,344.97	0.00	0.00	0.00		
TOTAL SERVICES		257,385.36	274,304.10	281,150.00	162,155.47	284,150.00		

55134533.06	INSPECTION SERVICES	PERMANENT NOTES: TCEQ						
55134533.14	CONTRACTED SERVICES	PERMANENT NOTES: ALAN PLUMBER						

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
WASTEWATER TREATMENT
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

55134533.20	TESTING SERVICES	PERMANENT NOTES: PLANT OPERATION TESTING INDUSTRIAL TESTING OTHER TESTING					
55134536.07	CABLE & INTERNET	PERMANENT NOTES: MOVED TO TECHNOLOGY SERVICES					
MAINTENANCE							

55134542.03	R & M- BUILDING	874.97	3,619.96	5,000.00	13,384.95	5,000.00	_____
55134543.05	R & M- INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	_____
55134543.10	R & M- LIFT STATIONS	149,490.85	71,929.90	60,000.00	38,440.17	60,000.00	_____
55134543.17	R & M- WWTP	37,866.14	36,164.54	50,000.00	55,729.82	50,000.00	_____
55134543.20	R & M- SEWER-LOW PRESSURE	15,580.84	0.00	15,000.00	0.00	15,000.00	_____
55134544.55	R & M- VEHICLES & TRAILERS	2,487.75	1,592.97	4,000.00	2,512.44	4,000.00	_____
55134544.65	R & M- MACHINERY & EQUIPMEN	20,489.48	6,132.96	8,000.00	25,176.63	8,000.00	_____
55134544.70	I & I IMPROVEMENTS	6,087.60	0.00	50,000.00	0.00	50,000.00	_____
TOTAL MAINTENANCE		232,877.63	119,440.33	192,000.00	135,244.01	192,000.00	-----

55134543.10 R & M- LIFT STATIONS PERMANENT NOTES:
LIFT STATION MAINTENANCE

SUNDRY

55134552.10	DEBT SERV- CAPITAL LEASE PR	0.00	0.00	0.00	0.00	0.00	
55134552.20	DEBT SERV- CAPITAL LEASE IN	0.00	0.00	0.00	0.00	0.00	
55134553.10	XFER OUT- FD 217	74,942.78	250,000.00	375,000.00	375,000.00	750,000.00	
55134553.165	XFER OUT- FUND 165 HAZ MIT	0.00	0.00	0.00	0.00	220,000.00	
TOTAL SUNDRY		74,942.78	250,000.00	375,000.00	375,000.00	970,000.00	

55134553.10 XFER OUT- FD 217 PERMANENT NOTES:
LIFT STATION UPGRADES: BROOKS, CLEGG, DESHAZOR, LHB =
\$500,000
DESHAZOR AREA (EZZELL STREET ONLY) SEWER REPLACEMENT =
\$250,000

55134553.165 XFER OUT- FUND 165 HAZ MIT PERMANENT NOTES:
HAZARD MITIGATION GRANT MATCH (GENERATORS FOR LIFT STATION)
= \$220,000

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
 WASTEWATER TREATMENT
 DEPARTMENT EXPENDITURES

	YEAR BEFORE		LAST YEAR ACTUAL	*----- CURRENT YEAR -----*		NEXT YEAR BUDGET	BUDGE WORKSPAC
	LAST	ACTUAL		AMENDED BUDGET	Y-T-D ACTUAL		
CAPITAL EXPENDITURES							
55134563.05 CE- INFRASTRUCTURE	0.00	0.00	852,000.00	968,318.00	0.00		
55134564.55 CE- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	0.00		
55134564.65 CE- MACHINERY & EQUIPMENT	0.00	0.00	73,831.00	74,831.00	39,500.00		
TOTAL CAPITAL EXPENDITURES	0.00	0.00	925,831.00	1,043,149.00	39,500.00		
55134564.65 CE- MACHINERY & EQUIPMENT	PERMANENT NOTES:						
	ZERO TURN MOWER = \$9,500						
	FRONT END LOADER = \$30,000						
TOTAL WASTEWATER TREATMENT	781,507.28	844,859.93	2,035,581.00	1,796,950.72	1,753,446.50		

NON-DEPARTMENTAL

Description of our Services

Expenditures considered to be of a non-departmental nature include: health insurance claims, safety plan, Texas Workforce Commission (TWC), audit fees, general liability insurance, contingency, etc.

Contingency

In accordance with section 7.11 of the City Charter, contingency appropriations are to be used in case of unforeseen items of the City Manager and distributed by him, after approval by the City Council. Expenditure details shall be recorded and reported. The proceeds of the contingent appropriation shall be disbursed only by transfer to other departmental appropriations, the spending of which shall be charged to the departments or activities for which the appropriations are made.

Budget Summary

Non-Departmental	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Personnel Services	10,675	10,725		50,725
Materials & Supplies	0	0		1,000
Services	2,169,242	2,196,387		2,124,887
Maintenance	0	0		0
Sundry	1,743,566	1,769,482		1,735,521
Total Non-Departmental	3,923,483	3,976,594		3,912,133

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
NON-DEPARTMENTAL
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

59800511.01	SALARIES & WAGES	0.00	0.00	0.00	0.00	40,000.00	_____
59800512.03	GROUP H/D INS CLAIMS (226.37)	24.96	0.00	115.26	100.00	_____
59800512.05	EMPLOYER- SOCIAL SECURITY	364.35	369.68	400.00	299.48	325.00	_____
59800512.10	EMPLOYER- TMRS (2,540.14)	3,014.15	325.00	236.83	300.00	_____
59800512.31	UNEMPLOYMENT INSURANCE	0.00	1,391.86	5,000.00	1,452.64	5,000.00	_____
59800512.40	SAFETY PAY	5,329.12	4,832.03	5,000.00	3,914.28	5,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL PERSONNEL SERVICES		2,926.96	9,632.68	10,725.00	6,018.49	50,725.00	
59800511.01	SALARIES & WAGES	PERMANENT NOTES:					
		FUNDS FOR SALARIES & WAGES AFTER SALARY SURVEY					
MATERIALS & SUPPLIES							

59800524.19	COVID-19 EXPENDITURES	0.00	0.00	0.00	404.57	1,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		0.00	0.00	0.00	404.57	1,000.00	
SERVICES							

59800531.01	TRAVEL & TRAINING	0.00	0.00	1,000.00	0.00	0.00	_____
59800531.04	DUES, SUBSCR & PUBLICATION	0.00	122.40	0.00	0.00	0.00	_____
59800531.05	ADVERTISING & LEGAL NOTICES	0.00	416.50	500.00	374.85	500.00	_____
59800531.07	PUBLIC & EMPLOYEE RELATIONS	1,036.00	958.13	1,500.00	0.00	500.00	_____
59800531.13	SHIPPING & FREIGHT	48.12	42.00	500.00	21.00	200.00	_____
59800532.01	AUDIT FEES	8,725.00	12,686.25	14,387.00	14,569.00	12,687.00	_____
59800532.03	GBRA FEE	2,765.25	0.00	0.00	0.00	0.00	_____
59800532.06	HEALTH & FITNESS	3,041.81	3,428.45	2,000.00	1,342.91	3,000.00	_____
59800532.07	LEGAL - REGULAR	300.00	825.00	1,000.00	1,275.00	1,500.00	_____
59800532.08	LEGAL- SPECIAL	138.00	0.00	2,500.00	3,500.00	5,000.00	_____
59800533.01	WATER PURCHASES- GBRA	1,076,920.81	976,220.14	1,175,000.00	836,880.70	1,021,000.00	_____
59800533.02	RAW WATER- GBRA	135,333.37	203,056.00	276,000.00	225,493.30	338,500.00	_____
59800533.04	SERVICE GARBAGE COLLECTION	699,825.20	736,318.03	690,000.00	561,561.80	710,000.00	_____
59800533.14	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	_____
59800535.01	GENERAL LIABILITY INSURANCE	19,822.27	21,131.12	19,000.00	21,141.16	18,000.00	_____
59800535.10	WINDSTORM INS	13,362.67	14,124.99	13,000.00	4,320.84	14,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		1,961,318.50	1,969,329.01	2,196,387.00	1,670,480.56	2,124,887.00	
59800531.07	PUBLIC & EMPLOYEE RELATION	PERMANENT NOTES:					
		EMPLOYEE DAY					
		SAFETY LUNCHEONS					
59800531.13	SHIPPING & FREIGHT	PERMANENT NOTES:					
		FREIGHT RELATED TO INVENTORY					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
NON-DEPARTMENTAL
DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
59800532.01 AUDIT FEES		PERMANENT NOTES: 42.5% OF TOTAL COSTS					
59800533.02 RAW WATER- GBRA		PERMANENT NOTES: GBRA RAW WATER FEE					
MAINTENANCE							
59800542.55	TECHNOLOGY SERVICES	0.00	0.00	0.00	0.00	0.00	
59800544.51	MAINTENANCE CONTRACTS	4,928.69	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE		4,928.69	0.00	0.00	0.00	0.00	
SUNDRY							
59800552.03	BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00	
59800552.05	AMORTIZATION OF BOND DISCOU	0.00	0.00	0.00	0.00	0.00	
59800552.20	PRI & INT. EXPENSE (720,000.00) (745,000.00)			0.00	0.00	0.00	
59800553.01	XFER OUT- FD 001 GF ADMIN F	185,000.04	172,500.00	184,130.00	203,441.70	178,775.00	
59800553.03	XFER OUT- FD 316- '07 WTR	0.00	0.00	0.00	0.00	0.00	
59800553.05	XFER OUT- FD 317- '11 SWR	344,626.63	0.00	0.00	0.00	0.00	
59800553.07	XFER OUT- FD 319	0.00	0.00	0.00	0.00	0.00	
59800553.09	XFER OUT- FD 321- '16 BOND	651,880.55	795,011.04	798,680.00	665,566.70	795,785.00	
59800553.12	XFER OUT- FUND 001 SPRING	60,000.00	60,000.00	60,000.00	50,000.00	60,000.00	
59800553.13	XFER OUT- TCDP WATERLINE PR	0.00	0.00	0.00	0.00	0.00	
59800553.14	XFER OUT-FUND 001 SERVICE C	0.00	0.00	0.00	0.00	0.00	
59800553.17	XFER OUT- FD 160 COURT TECH	0.00	5,935.00	0.00	0.00	0.00	
59800554.81	DEPRECIATION EXPENSE	639,000.00	611,029.62	648,447.00	540,372.50	611,030.00	
59800554.82	AMORTIZATION EXPENSE	18,249.86	36,746.35	0.00	0.00	0.00	
59800554.83	LOSS ON DISPOSITION OF ASSE	0.00	0.00	0.00	0.00	0.00	
59800554.85	FIXED ASSET RECORDS	0.00	0.00	1,000.00	0.00	0.00	
59800554.90	MISCELLANEOUS	2,230.78	406.00	2,500.00	87.00	1,000.00	
59800554.91	CREDIT CARD FEES	57,014.11	60,864.76	50,000.00	40,641.73	60,000.00	
59800554.98	CONTINGENCY	0.00	0.00	24,725.00	1,246.33	28,931.00	
TOTAL SUNDRY		1,238,001.97	997,492.77	1,769,482.00	1,501,355.96	1,735,521.00	
59800553.01 XFER OUT- FD 001 GF ADMIN		PERMANENT NOTES: ADMIN FEE OF 3% OF PRIOR YEAR REVENUE EXCLUDES TRANSFERS IN					
59800553.09 XFER OUT- FD 321- '16 BOND		PERMANENT NOTES: 2016 BOND REFUNDING FOR UTILITY (WATER & SEWER) (REFUNDED SERIES 2004, 2007 & 2007)					
59800553.12 XFER OUT- FUND 001 SPRING		PERMANENT NOTES: SEE GL 431.32 THIS TRANSFERS TO GF FOR SPRING CLEAN UP SERVICES					
59800554.81 DEPRECIATION EXPENSE		PERMANENT NOTES:					

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

501-PUBLIC UTILITY FUND
 NON-DEPARTMENTAL
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	*----- CURRENT YEAR -----* Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC

BASED ON 18-19 DEPRECIATION EXPENSE						
59800554.98 CONTINGENCY	PERMANENT NOTES: .5% OF TOTAL PRIOR YEAR EXPENSES BY CHARTER					
	-----	-----	-----	-----	-----	-----
TOTAL NON-DEPARTMENTAL	3,207,176.12	2,976,454.46	3,976,594.00	3,178,259.58	3,912,133.00	
	=====	=====	=====	=====	=====	=====
*** TOTAL EXPENDITURES ***	4,935,431.08	5,786,286.13	7,814,047.00	6,541,051.07	10,223,665.12	
	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***



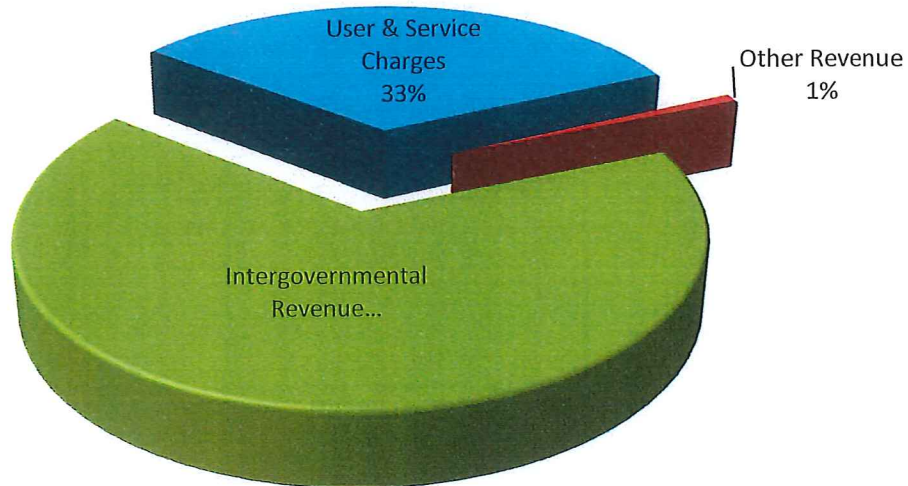
BEACH FUND

The Beach Operating Fund is used to account for the operations of the Port Lavaca Beach and Pier.

Beach Fund Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
User & Service Charges	288,000	291,000		267,500	-23,500
Other Revenue	614,587	6,684		3,000	-3,684
Intergovernmental Revenue	0	591,000		311,974	-279,026
Total Beach Revenue	902,587	888,684		582,474	-306,210

Revenue by Receipt Type



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

USER & SERVICE CHARGES							

433.01	BEACH FEES	33,385.00	22,600.00	50,000.00	26,755.20	30,000.00	_____
433.10	R V RENTALS	182,031.23	295,548.00	240,000.00	198,196.00	235,000.00	_____
433.30	PAVILLION RENTALS	2,400.00	3,250.00	1,000.00	210.00	2,500.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL USER & SERVICE CHARGES		217,816.23	321,398.00	291,000.00	225,161.20	267,500.00	
OTHER REVENUE							

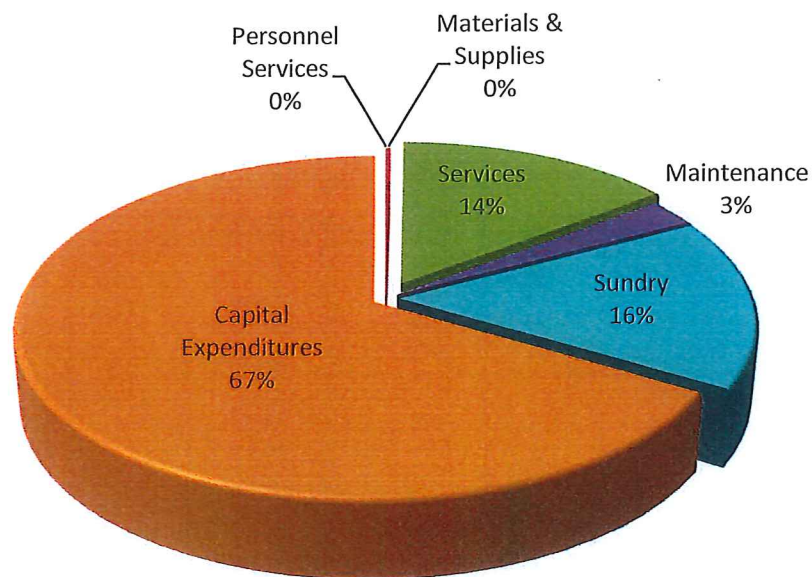
451.01	INTEREST INCOME	11,623.01	19,688.39	3,684.00	5,582.89	1,000.00	_____
459.11	AUCTION PROCEEDS	0.00	0.00	0.00	0.00	0.00	_____
459.12	TML REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	_____
459.71	WASHER-DRYER INCOME	2,959.50	2,605.75	3,000.00	2,260.50	2,000.00	_____
459.90	MISCELLANEOUS	350.00	0.00	0.00	10.00	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		14,932.51	22,294.14	6,684.00	7,853.39	3,000.00	
459.92	EQUITY BALANCE FORWARD	PERMANENT NOTES:					
		FUNDS NEEDED TO COVER CAPITAL IMPROVEMENT PROJECTS					
INTERGOVERNMENTAL REVENUE							

493.00.1	XFER IN - FUND 001	0.00	0.00	591,000.00	0.00	311,974.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL REVENUE		0.00	0.00	591,000.00	0.00	311,974.00	
493.00.1	XFER IN - FUND 001	PERMANENT NOTES:					
		COVER CAPITAL EXPENSES FOR LIGHTHOUSE BEACH PLUS SOME					
		OPERATING COSTS FOR CURRENT YEAR					
		-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **		232,748.74	343,692.14	888,684.00	233,014.59	582,474.00	_____
		-----	-----	-----	-----	-----	-----

Beach Fund Expenditures

Beach Operation Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021	Variance
Personnel Services	40	40		0	
Materials & Supplies	2,000	2,000		1,300	-700
Services	129,093	126,293		126,093	-200
Maintenance	33,335	22,950		22,800	-150
Sundry	143,119	143,901		149,781	5,880
Capital Expenditures	595,000	591,000		280,000	-311,000
Total Beach Expense	902,587	886,184		579,974	-306,210

Expenditures by Function



Beach Fund Departmental Summary

BEACH OPERATIONS

Our Mission

The mission of the City of Port Lavaca Beach Department is to provide the public and tourists a beautiful retreat by the water where campers from all over return regularly for family reunions, recreational vehicle (RV) rallies, fishing tournaments and days at the beach.

Description of our Services

The Beach Operating Fund is a proprietary fund. It provides operations, maintenance and security services for those that use the Port Lavaca Lighthouse Beach and its facilities. Revenues are generated through user fees by those who enjoy the beach facilities. The Beach revenues are generated by the following activities:

- Rental of RV spaces
- Gate fees to Lighthouse Beach
- Pavilion rentals



Strategic Focus

Infrastructure

Port Lavaca residents enjoy new streets, sidewalks, and other improvements year after year.

Business Development

Port Lavaca is known for creating a business development program that is responsive to existing business needs.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities.

Quality of Life

Port Lavaca residents enjoy a safe community with great amenities and affordable living.

2020-2021 Business Plans (Objectives)

- Maintain a facility that attracts local patrons and also attract those from out of town to fulfil tourism needs
- Explore efforts that prevent beach erosion so funds may be better managed without purchasing sand annually
- Repair cabanas at beach and campground
- Paint cabanas and recreation center
- Start reconstruction of pier
- Rehab boat ramp and add lighting on rock groins

2019-2020 Accomplishments of Prior Year Business Plans

- Installed CXT Bath house
- Repaired showers at Lighthouse Beach
- Rebuilt and repaired cabanas as needed
- Replaced to playscapes
- Rehabbed Formosa wetlands walkway
- Rehabbed Pavilion
- Replenished sand on the beach due to erosion



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND

TECHNOLOGY SERVICES

DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES							
50070536.503 CABLE & INTERNET	0.00	0.00	2,500.00	1,275.92	2,500.00		
TOTAL SERVICES	0.00	0.00	2,500.00	1,275.92	2,500.00		
TOTAL TECHNOLOGY SERVICES	0.00	0.00	2,500.00	1,275.92	2,500.00		

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND

OPERATIONS

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

PERSONNEL SERVICES							

51000511.06	SALARIES & WAGES-TEMP	0.00	0.00	0.00	4,171.64	0.00	
51000512.05	EMPLOYER-SOCIAL SECURITY	0.00	0.00	0.00	319.13	0.00	
51000512.30	WORKER'S COMPENSATION	15.71	30.20	40.00	33.58	0.00	
TOTAL PERSONNEL SERVICES		15.71	30.20	40.00	4,524.35	0.00	
MATERIALS & SUPPLIES							

51000521.01	OFFICE	605.62	796.66	1,700.00	1,480.53	1,000.00	
51000523.01	FOOD	0.00	0.00	0.00	0.00	0.00	
51000523.03	CLEANING & JANITORIAL	104.06	234.71	300.00	238.96	300.00	
51000524.19	COVID-19 EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
51000526.01	GENERAL SAFETY & TOOLS	35.98	0.00	0.00	31.99	0.00	
51000528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	213.33	0.00	
TOTAL MATERIALS & SUPPLIES		745.66	1,031.37	2,000.00	1,964.81	1,300.00	
SERVICES							

51000532.01	AUDIT FEES	700.00	1,492.50	1,693.00	1,714.00	1,493.00	
51000532.07	LEGAL - REGULAR	0.00	0.00	0.00	0.00	0.00	
51000533.14	CONTRACTED SERVICES	692.00	4,763.00	3,000.00	54.13	3,000.00	
51000534.90	LEASES & RENTALS	0.00	0.00	0.00	849.55	0.00	
51000535.01	GENERAL LIABILITY INSURANCE	2,932.34	3,180.00	3,000.00	3,220.40	3,000.00	
51000535.10	WINDSTORM INS	2,683.46	2,897.39	3,000.00	864.17	3,000.00	
51000536.01	ELECTRICITY	40,227.46	50,900.44	60,000.00	30,005.54	60,000.00	
51000536.02	TELEPHONE	406.94	540.14	600.00	330.41	600.00	
51000536.03	WATER	52,180.35	56,479.93	55,000.00	11,363.31	55,000.00	
51000536.07	CABLE & INTERNET	4,911.56	3,029.86	0.00	0.00	0.00	
51000536.503	CABLE & INTERNET	0.00	2,010.26	0.00	0.00	0.00	
TOTAL SERVICES		104,734.11	125,293.52	126,293.00	48,401.51	126,093.00	

51000536.03 WATER

PERMANENT NOTES:
SPLASH PAD

51000536.07 CABLE & INTERNET

PERMANENT NOTES:
MOVED TO TECHNOLOGY SERVICES

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND
OPERATIONS

DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

MAINTENANCE							

51000541.02	LANDSCAPING	11.98	46.94	800.00	0.00	800.00	_____
51000542.03	R & M- BUILDING	4,328.35	2,511.52	2,000.00	520.49	2,000.00	_____
51000543.04	R & M- IMPROVEMENT OTB	8,674.24	7,924.25	20,000.00	4,523.37	20,000.00	_____
51000544.50	R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	325.07	0.00	_____
51000544.65	R & M- MACHINERY & EQUIPMEN	586.30	174.58	150.00	673.59	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		13,600.87	10,657.29	22,950.00	6,042.52	22,800.00	
51000543.04	R & M- IMPROVEMENT OTB	PERMANENT NOTES:					
		OTHER IMPROVEMENTS = \$10,000					
		LIGHTHOUSE BEACH PROJECT- SAND (RENOURISHMENT) = \$17,385					
SUNDRY							

51000553.01	XFER OUT- FD 001- ADMIN CH	8,000.04	9,200.04	6,982.00	5,818.30	10,310.00	_____
51000553.04	XFER OUT- FD 218 PIER REBUI	0.00	0.00	0.00	0.00	0.00	_____
51000553.17	XFER OUT- FD 162 DREDGING	10,000.00	10,000.00	10,000.00	10,000.00	15,000.00	_____
51000554.01	CASH OVER/SHORT (0.55) (70.00)			0.00 (146.30)		0.00	_____
51000554.81	DEPRECIATION EXPENSE	116,000.04	120,470.53	119,919.00	99,932.50	120,471.00	_____
51000554.90	MISCELLANEOUS	45.36	300.00	0.00	290.00	0.00	_____
51000554.91	CREDIT CARD FEES	5,139.40	8,682.39	7,000.00	1,358.48	4,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SUNDRY		139,184.29	148,582.96	143,901.00	117,252.98	149,781.00	
51000554.81	DEPRECIATION EXPENSE	PERMANENT NOTES:					
		BASED ON 18-19 DEPRECIATION EXPENSE					
CAPITAL EXPENDITURES							

51000561.02	LAND & IMPROVEMENTS OTB	0.00	0.00	100,000.00	0.00	0.00	_____
51000562.03	CE- BUILDING & IMPROVEMENTS	0.00	0.00	316,000.00	296,895.56	30,000.00	_____
51000563.05	CE- INFRASTRUCTURE	0.00	0.00	175,000.00	4,468.00	250,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL CAPITAL EXPENDITURES		0.00	0.00	591,000.00	301,363.56	280,000.00	
51000562.03	CE- BUILDING & IMPROVEMENT	PERMANENT NOTES:					
		REROOF/REHAB FLOOR/ REPLACE LAVATORIES/ LIGHTS AT PIER					
		RESTROOM BUILDING					
51000563.05	CE- INFRASTRUCTURE	PERMANENT NOTES:					
		LHB PIER REBUILD- REQUIRED MATCHING FUNDS					

TOTAL OPERATIONS		258,280.64	285,595.34	886,184.00	479,549.73	579,974.00	
		=====	=====	=====	=====	=====	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

503-BEACH OPERATING FUND
OPERATIONS

DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*		NEXT YEAR BUDGET	BUDGE WORKSPAC
			AMENDED BUDGET	Y-T-D ACTUAL		
*** TOTAL EXPENDITURES ***	258,280.64	285,595.34	888,684.00	480,825.65	582,474.00	

*** END OF REPORT ***



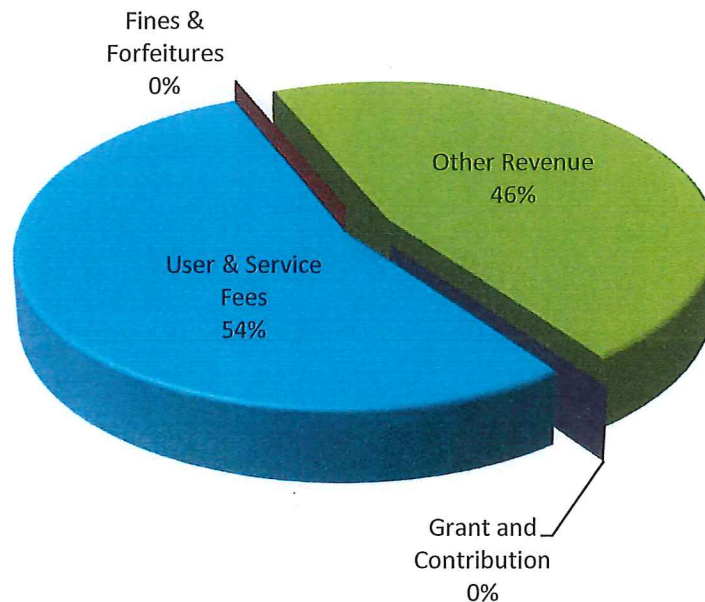
Port Revenue Fund

The Port Revenue Fund is used to account for the operations of the Port Commission and to account for the rent generated from its harbors and docks.

Port Revenue Fund Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021	Variance
User & Service Fees	550,000	621,500		621,500	0
Fines & Forfeitures	0	0		0	
Other Revenue	368,375	533,503		1,306,075	271,871
Grant & Contributions	2,000	0		0	
Total Revenue	920,375	1,155,003		1,927,575	271,871

Revenue by Receipt Type



504-PORT REVENUE FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

USER & SERVICE CHARGES							

436.01	CITY HARBOR-DOCK LEASES	86,370.25	100,685.75	95,000.00	102,261.61	95,000.00	_____
436.10	HAR REFUGE- DOCK RENTAL	2,660.62	15,963.72	0.00	26,685.44	0.00	_____
436.11	HAR REFUGE-DOCK LEASES	171,029.38	247,387.20	247,000.00	195,993.95	247,000.00	_____
436.12	TARIFFS	116,796.18	125,696.31	130,000.00	84,430.01	130,000.00	_____
436.20	N L DOCK RENT- TRANSIENT	0.00	50.00	1,000.00	555.00	1,000.00	_____
436.21	N L-DOCK LEASE	50,600.81	65,476.78	85,000.00	77,762.88	85,000.00	_____
436.22	N L -BLDG LEASE	44,818.36	53,551.20	50,000.00	37,374.36	50,000.00	_____
436.23	N L - BLDG RENTAL	0.00	10,000.00	5,000.00	4,050.00	5,000.00	_____
436.24	SMITH HARBOR RENT	0.00	3,300.00	8,500.00	3,500.00	8,500.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL USER & SERVICE CHARGES		472,275.60	622,110.96	621,500.00	532,613.25	621,500.00	
FINES & FORFEITURES							

442.01	LATE PAYMENT PENALTIES	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL FINES & FORFEITURES		0.00	0.00	0.00	0.00	0.00	
OTHER REVENUE							

451.01	INTEREST INCOME	20,426.03	43,904.46	20,000.00	16,199.55	5,000.00	_____
455.01	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	_____
459.10	2018 C. O. PROCEEDS	0.00	0.00	0.00	0.00	0.00	_____
459.11	AUCTION PROCEEDS	0.00	2,075.00	0.00	0.00	0.00	_____
459.12	TML REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	_____
459.71	WASHER-DRYER INCOME	252.25	119.00	200.00	294.50	150.00	_____
459.90	MISCELLANEOUS	10,805.00	4,457.00	0.00	1,633.19	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	513,303.00	0.00	1,300,925.16	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		31,483.28	50,555.46	533,503.00	18,127.24	1,306,075.16	
459.92	EQUITY BALANCE FORWARD	PERMANENT NOTES:					
		TO COVER CAPITAL EXPENDITURES					
GRANT AND CONTRIBUTION R							

481.01	GENERAL LAND OFFICE REIMB.	0.00	0.00	0.00	0.00	0.00	_____
482.01	CAPITAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL GRANT AND CONTRIBUTION R		0.00	0.00	0.00	0.00	0.00	

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND

REVENUES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
			AMENDED BUDGET			

INTERGOVERNMENTAL REVENUE						

493.00.1 XFER IN- FUND 001	0.00	0.00	0.00	0.00	0.00	
	-----	-----	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	
	-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **	503,758.88	672,666.42	1,155,003.00	550,740.49	1,927,575.16	
	=====	=====	=====	=====	=====	=====

Departmental Summary

PORT REVENUE FUND OPERATIONS

Our Mission

The mission of the Port Revenue Fund is to provide the public adequate boating facilities and continue to enhance the economic development of the Harbors.

Description of our Services

The Port Operating Fund is a proprietary fund. It provides operations and maintenance for the ports and harbors. Revenues are generated through rentals of the harbor and dock facilities. The Port Fund encompasses the following activities:

- Rental of dock and harbor facilities
- Maintenance of dock, harbor facilities and channels
- Maintain associated buildings and physical assets
- Alternative funding options to upgrade the facilities



Strategic Focus

Infrastructure

Improve boat ramps, bulkheads, marina and dock facilities

Business Development

Port Lavaca is known for creating a business development program that is responsive to marine business needs.

Community Development

Port Lavaca is a culturally diverse community actively promoting tourism and encouraging economic development opportunities related to Port Lavaca's coastal resources.

2020-2021 Business Plans (Objectives)

- Consider financial feasibility of establishing a TIRZ that encompasses the downtown and/or waterfront areas
- Request Texas Marina designation for Nautical Landings Marina. "Clean Harbor"
- Maintain lease agreements at facilities
- Complete repairs at Nautical Landings Marina and building
- Develop plan to dredge Nautical Landings Marina
- Support economic development
- Market Harbor of Refuge and Nautical Landings Marina
- Keep working on Smith Harbor improvements and dredging
- Complete Breakwater project at Nautical Landings Marina

- Construct new bulkhead near Skully's
- Reconstruct finger piers
- Complete low dock at City Harbor

2019-2020 Accomplishments of Prior Year Business Plans

- Updated leases at Nautical Landings Marina, Nautical Landings building, City Harbor and Harbor of Refuge
- Started the cleanup for Smith Harbor
- Started tear out and repairs of low dock at City Harbor
- Started repairs at Nautical Landings Marina and building
- Completed bulkhead at Harbor of Refuge
- Developed plans for dredging at Nautical Landings Marina and Smith Harbor
- Completed parking lot South end of Nautical Landings Marina and Smith Harbor
- Processed paperwork and auctioned two (2) abandoned boats at Nautical Landings Marina

2020-2021 Major Additions

Budgeted Personnel

Position	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Actual
Harbor Master	1	1	1
Temp. Maintenance Worker	0	0	0
Total	1	1	1



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND
 TECHNOLOGY SERVICES
 DEPARTMENT EXPENDITURES

	----- CURRENT YEAR -----					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC
SERVICES						

50070536.504 CABLE & INTERNET	0.00	0.00	1,400.00	1,070.19	1,500.00	
	-----	-----	-----	-----	-----	-----
TOTAL SERVICES	0.00	0.00	1,400.00	1,070.19	1,500.00	
	-----	-----	-----	-----	-----	-----
TOTAL TECHNOLOGY SERVICES	0.00	0.00	1,400.00	1,070.19	1,500.00	
	=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND
 CITY HARBOR
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES						
50800533.20 CONTRACTED SERV-CITY HARBOR	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE						
50800542.21 R & M- INFRAS- CITY HARBOR	0.00	0.00	0.00	0.00	0.00	
50800543.22 R & M- BLDG.- CITY HARBOR	0.00	0.00	0.00	1,353.25	0.00	
50800543.24 R & M- IMPROV OTB- CITY HAR	0.00	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE	0.00	0.00	0.00	1,353.25	0.00	
TOTAL CITY HARBOR	0.00	0.00	0.00	1,353.25	0.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND
 HARBOR OF REFUGE
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
<hr/>						
SERVICES						

50820533.20 CONTRACTED SERV- HOR	0.00	0.00	20,000.00	0.00	0.00	
	-----	-----	-----	-----	-----	-----
TOTAL SERVICES	0.00	0.00	20,000.00	0.00	0.00	
	-----	-----	-----	-----	-----	-----
MAINTENANCE						

50820542.21 R & M- INFRASTRUCTURE	0.00	0.00	0.00	136.50	0.00	
	-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE	0.00	0.00	0.00	136.50	0.00	
	-----	-----	-----	-----	-----	-----
TOTAL HARBOR OF REFUGE	0.00	0.00	20,000.00	136.50	0.00	
	=====	=====	=====	=====	=====	=====

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND

SMITH HARBOR

DEPARTMENT EXPENDITURES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

SERVICES							

50840533.20	CONTRACTED SERV- SMITH HARB	0.00	1,217.50	0.00	5,671.98	50,000.00	-----
TOTAL SERVICES		0.00	1,217.50	0.00	5,671.98	50,000.00	-----
50840533.20 CONTRACTED SERV- SMITH HARPERMANENT NOTES:							
HIRE CONSULTANT TO DEVELOP MASTER PLAN							
MAINTENANCE							

50840542.21	R & M- INFRAS- SMITH HARBOR	0.00	0.00	0.00	0.00	0.00	-----
TOTAL MAINTENANCE		0.00	0.00	0.00	0.00	0.00	-----
TOTAL SMITH HARBOR		0.00	1,217.50	0.00	5,671.98	50,000.00	=====

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND
 NAUTICAL LANDINGS MARINA
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
SERVICES							
50860533.20 CONTRACTED SERV- NL MARINA	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE							
50860542.03 R & M- BUILDING- NL MARINA	0.00	14,034.19	0.00	2,527.44	0.00	0.00	
50860542.21 R & M- INFRAS- NL MARINA	0.00	0.00	0.00	0.00	0.00	0.00	
50860542.25 R & M- BUILD (NAUTICAL LAND	0.00	0.00	0.00	3,002.15	0.00	0.00	
50860543.26 R & M- INFRAS- NL MARINA	0.00	0.00	0.00	0.00	0.00	0.00	
50860543.27 R & M- IMPROV OTB- NL MARIN	0.00	67.65	0.00	1,550.00	0.00	0.00	
TOTAL MAINTENANCE	0.00	14,101.84	0.00	7,079.59	0.00	0.00	
TOTAL NAUTICAL LANDINGS MARINA	0.00	14,101.84	0.00	7,079.59	0.00	0.00	

C I T Y O F P O R T L A V A C A
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND
OPERATIONS
DEPARTMENT EXPENDITURES

	----- CURRENT YEAR -----					
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
PERSONNEL SERVICES						
51000511.01 SALARIES & WAGES	17,739.18	67,675.04	64,400.00	52,808.60	66,138.80	
51000511.06 SALARIES & WAGES-TEMP	0.00	0.00	0.00	0.00	0.00	
51000511.07 SALARIES & WAGES-OVERTIME	0.00	0.00	0.00	0.00	0.00	
51000512.05 EMPLOYER-SOCIAL SECURITY	1,357.02	4,597.68	5,025.00	4,022.81	5,160.68	
51000512.10 EMPLOYER-T.M.R.S.	0.00	3,830.03	4,025.00	3,177.48	4,133.68	
51000512.20 GROUP H/D INS PREMIUMS	0.90	11,361.62	16,200.00	6,699.50	16,637.40	
51000512.30 WORKER'S COMPENSATION	444.40	1,226.65	1,800.00	1,510.24	1,848.60	
51000512.31 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	
51000512.40 SAFETY PAY	0.00	0.00	500.00	0.00	500.00	
TOTAL PERSONNEL SERVICES	19,541.50	88,691.02	91,950.00	68,218.63	94,419.16	

51000511.01 SALARIES & WAGES
PERMANENT NOTES:
FULL TIME HARBOR MASTER

MATERIALS & SUPPLIES

51000521.01 OFFICE	504.75	1,007.88	500.00	582.65	800.00	
51000523.03 CLEANING & JANITORIAL	510.27	3,610.98	800.00	3,378.25	3,500.00	
51000524.19 COVID-19 EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
51000525.01 FUEL	522.17	2,006.48	1,000.00	63.70	600.00	
51000526.01 GENERAL SAFETY & TOOLS	1,036.47	363.74	300.00	29.98	300.00	
51000528.03 NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	
51000529.11 LIGHTING & DECORATION	0.00	0.00	0.00	0.00	2,000.00	
TOTAL MATERIALS & SUPPLIES	2,573.66	6,989.08	2,600.00	4,054.58	7,200.00	

SERVICES

51000531.01 TRAVEL & TRAINING	0.00	0.00	500.00	0.00	500.00	
51000531.04 DUES, SUBSCR., & PUBLICATIO	0.00	10.92	200.00	219.18	200.00	
51000532.01 AUDIT FEES	2,700.00	2,985.00	3,385.00	3,428.00	2,985.00	
51000532.06 HEALTH & FITNESS	0.00	147.57	0.00	122.56	0.00	
51000532.07 LEGAL- REGULAR	16,356.60	14,755.70	2,500.00	1,080.25	5,000.00	
51000533.14 CONTRACTED SERVICES	27,205.71	58,073.88	16,500.00	12,052.25	16,500.00	
51000535.01 GENERAL LIABILITY INSURANCE	1,832.71	1,987.52	1,900.00	2,012.76	1,900.00	
51000535.10 WINDSTORM INS	7,103.84	7,491.59	8,500.00	2,304.45	8,500.00	
51000535.11 FLOOD INS	1,288.00	1,327.00	1,350.00	1,354.00	1,375.00	
51000536.01 ELECTRICITY	28,484.49	25,601.01	40,000.00	19,633.50	30,000.00	
51000536.02 TELEPHONE	2,424.25	2,439.18	2,600.00	1,236.72	2,600.00	
51000536.03 WATER	3,184.93	5,429.37	2,800.00	1,859.54	2,800.00	
51000536.07 CABLE & INTERNET	1,394.15	1,454.31	0.00	0.00	0.00	
TOTAL SERVICES	91,974.68	121,703.05	80,235.00	45,303.21	72,360.00	

51000536.07 CABLE & INTERNET
PERMANENT NOTES:

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

504-PORT REVENUE FUND

OPERATIONS

DEPARTMENT EXPENDITURES

	YEAR BEFORE		LAST YEAR		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGE
	LAST ACTUAL		ACTUAL		AMENDED BUDGET	Y-T-D ACTUAL		

MOVED TO TECHNOLOGY SERVICES								
MAINTENANCE								

51000541.02 LANDSCAPING	371.63		0.00		0.00	0.00	15,000.00	
51000542.03 R & M- BUILDING	2,030.00		9,000.00		5,000.00	1,806.93	0.00	
51000542.21 R & M- INFRAST. (HARBOR OF	0.00		0.00		0.00	0.00	0.00	
51000542.25 R & M- BUILD (NAUTICAL LAND	0.00		0.00		0.00	752.20	5,000.00	
51000543.04 R & M IMPROVEMENT OTB	8,502.00		2,724.36		2,500.00	11,851.41	2,500.00	
51000543.22 R & M- BUILD (CITY HARBOR)	0.00		0.00		0.00	0.00	1,000.00	
51000544.50 R & M- FURNITURE & EQUIPMEN	7.00		1,481.59		1,000.00	0.00	1,000.00	
51000544.55 R & M- VEHICLES & TRAILERS	0.00		134.07		0.00	552.40	500.00	
51000544.65 R & M- MACHINERY & EQUIPMEN	1,090.31		0.00		200.00	0.00	200.00	
51000544.75 DREDGING	0.00		0.00		0.00	0.00	450,000.00	

TOTAL MAINTENANCE	12,000.94		13,340.02		8,700.00	14,962.94	475,200.00	

51000544.75 DREDGING

PERMANENT NOTES:

DREDGING SMITH HARBOR

SUNDRY

51000552.02 PRI & INT EXPENSE	0.00	(85,000.00)	0.00	0.00	0.00	0.00	
51000552.03 BOND ISSUANCE COST- AMORT.	0.00	74,435.95	0.00	0.00	0.00	0.00	
51000552.15 DEBT SERVICE- PRINCIPAL -(85,000.00)	0.00	0.00	0.00	0.00	0.00	
51000552.25 DEBT SERVICE- INTEREST (LAN	0.00	0.00	0.00	0.00	0.00	0.00	
51000553.01 XFER OUT- FD 001- ADMIN CHG	14,499.96	27,000.00	28,932.00	24,110.00	35,583.00		
51000553.02 XFER OUT- FD 310- '08 DEBT	127,542.00	124,202.04	125,763.00	104,802.50	127,128.00		
51000553.05 XFER OUT- FD 322 - 2018	0.00	47,381.25	131,426.00	109,521.70	133,201.00		
51000553.60 XFER OUT- FD 165 HAZARD MIT	0.00	0.00	0.00	0.00	0.00		
51000553.65 XFER OUT- FD 210 EDA GRANT	0.00	0.00	0.00	0.00	0.00		
51000553.80 XFER OUT- FD 220	0.00	0.00	0.00	0.00	0.00		
51000554.81 DEPRECIATION EXPENSE	230,499.96	185,983.74	181,997.00	151,664.20	185,984.00		

TOTAL SUNDRY	287,541.92	374,002.98	468,118.00	390,098.40	481,896.00		

51000553.01 XFER OUT- FD 001- ADMIN CHPERMANENT NOTES:

ADMIN FEE AT 3% OF PRIOR YEAR REVENUE = \$20,180

PLUS 40% OF ADMINISTRATIVE ASSISTANT'S SALARY = \$15,403

51000554.81 DEPRECIATION EXPENSE

PERMANENT NOTES:

FY 18-19 DEPRECIATION EXPENSE

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

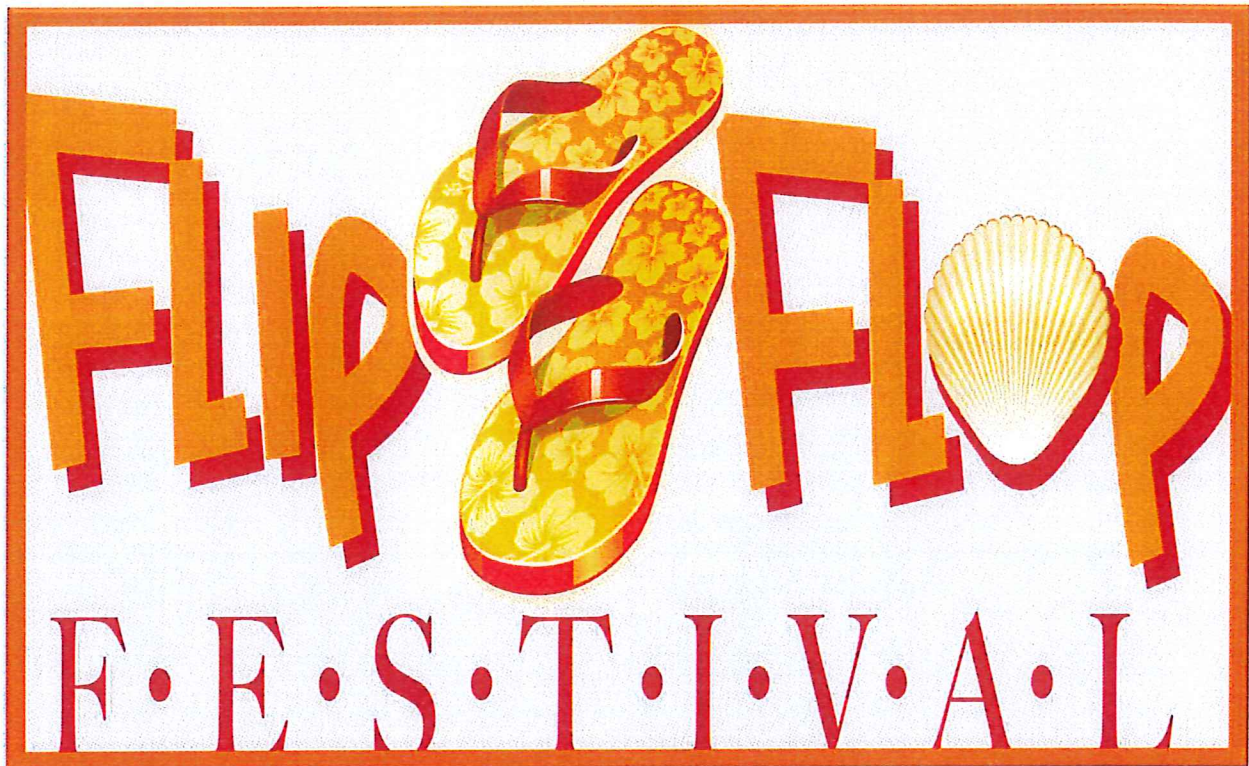
504-PORT REVENUE FUND
OPERATIONS

DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDGE WORKSPAC
CAPITAL EXPENDITURES							
51000561.02 CE- LAND & IMPROVEMENTS	0.00	0.20	30,000.00	0.00	0.00		
51000562.03 CE- BUILDING & IMPROVEMENT	219,459.98	0.00	0.00	68,458.00	80,000.00		
51000563.05 CE- INFRASTRUCTURE	0.00	0.00	452,000.00	14,805.75	665,000.00		
TOTAL CAPITAL EXPENDITURES	219,459.98	0.20	482,000.00	83,263.75	745,000.00		
51000562.03 CE- BUILDING & IMPROVEMENT	PERMANENT NOTES: NAUTICAL LANDINGS BUILDING FACELIFT AND REPLACE DOORS = \$80,000						
51000563.05 CE- INFRASTRUCTURE	PERMANENT NOTES: NAUTICAL LANDINGS: TPWL BREAKWATER MATCH = \$125,000 CITY HARBOR: CONSTRUCT NEW BULKHEAD NEAR SCULLY'S = \$150,000 CITY HARBOR: CONSTRUCT REPAIRS TO FINGER PIERS = \$30,000 CITY HARBOR: REPLACE LOWER DOCK = \$360,000						
TOTAL OPERATIONS	633,092.68	604,726.35	1,133,603.00	605,901.51	1,876,075.16		
*** TOTAL EXPENDITURES ***	633,092.68	620,045.69	1,155,003.00	621,213.02	1,927,575.16		

*** END OF REPORT ***

SPECIAL REVENUE FUNDS



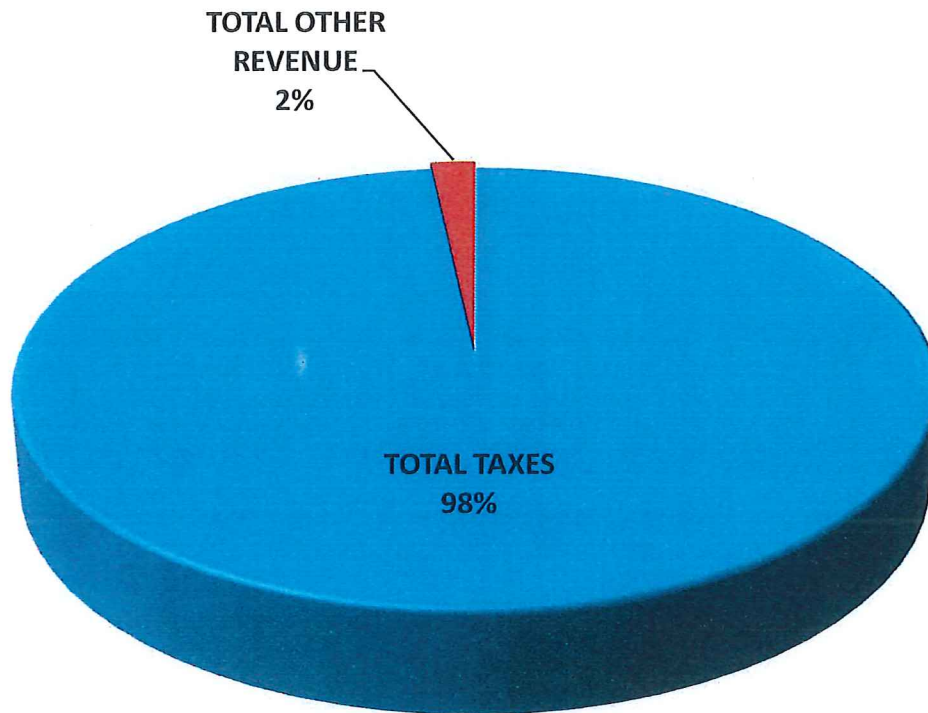
HOTEL MOTEL FUND

The City adopted a local hotel occupancy tax within the City limits. The City uses these funds to directly enhance and promote tourism and the convention and hotel industry or other expenses approved by State Law.

Hotel / Motel Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Taxes	546,075	550,000		500,000
Other Revenue	2,500	6,750		54,942
Total Revenue	548,575	556,750		554,942

Hotel / Motel Revenue



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

101-HOTEL OCCUPANCY TAX FUND

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDGE
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPAC

TAXES							

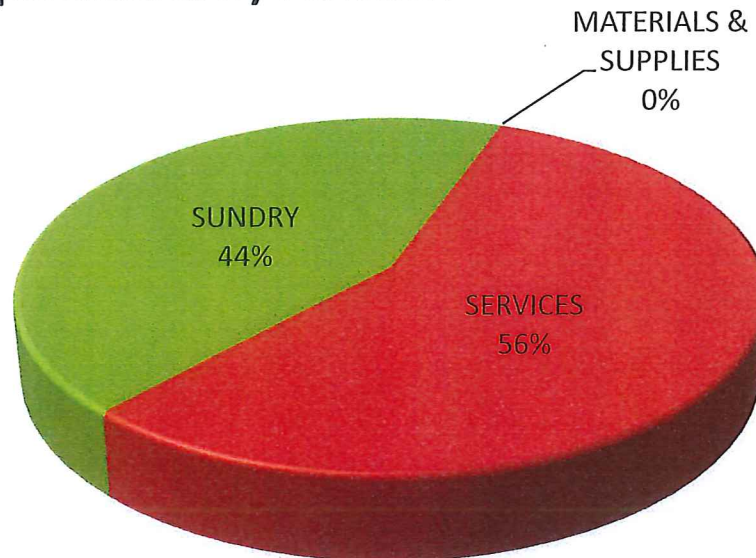
415.01	HOTEL/MOTEL TAX	656,155.54	650,173.69	550,000.00	354,830.05	500,000.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL TAXES		656,155.54	650,173.69	550,000.00	354,830.05	500,000.00	
OTHER REVENUE							

451.01	INTEREST INCOME	20,167.64	25,989.45	6,750.00	6,749.96	500.00	_____
459.10	DONATIONS- FESTIVALS	4,250.00	10,000.00	0.00	1,500.00	0.00	_____
459.90	MISC INCOME- FESTIVALS	57,279.53	51,448.57	0.00	150.00	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	54,442.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		81,697.17	87,438.02	6,750.00	8,399.96	54,942.00	
459.92	EQUITY BALANCE FORWARD	PERMANENT NOTES:					
		FUNDS NEEDED TO COVER OPERATING COSTS= \$4,442					
		FUNDS NEEDED TO COVER 2 NEW GATEWAY SIGNS					
		-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **		737,852.71	737,611.71	556,750.00	363,230.01	554,942.00	
		-----	-----	-----	-----	-----	-----

Hotel / Motel Expenditures

Hotel Expenditures	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Materials & Supplies	0	0		0
Services	317,000	313,800		262,800
Sundry	231,575	242,950		242,142
Capital Expenditures	0	0		50,000
Total Expense	548,575	556,750		554,942

Expenditures by Function



PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

101-HOTEL OCCUPANCY TAX FUND

HOTEL OCCUPANCY TAX

DEPARTMENT EXPENDITURES

	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR	BUDGET	BUDGET
	LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL			
MATERIALS & SUPPLIES							
51000529.11 LIGHTING & DECORATION	0.00	88.68	0.00	0.00	0.00		
51000529.90 PROMOTIONAL ITEMS	0.00	0.00	0.00	0.00	0.00		
TOTAL MATERIALS & SUPPLIES	0.00	88.68	0.00	0.00	0.00		

SERVICES

51000531.01 TRAVEL & TRAINING	25,000.00	0.00	0.00	0.00	0.00		
51000531.04 DUES, SUBSCR, & PUBLICATION	3,110.00	3,110.00	3,500.00	3,110.00	3,500.00		
51000531.06 ADVERTISING	55,568.90	63,984.49	75,000.00	41,366.40	50,000.00		
51000531.07 SPECIAL EVENT-FLIP FLOP	117,325.98	143,987.09	95,000.00	500.00	60,000.00		
51000531.09 SPECIAL EVENT-OTHER	99,128.54	123,701.76	60,000.00	31,552.74	72,500.00		
51000531.10 TOURISM & EVENTS MANAGEMENT	50,942.46	75,000.00	78,500.00	50,000.00	75,000.00		
51000532.01 AUDIT FEES	0.00	0.00	0.00	0.00	0.00		
51000533.14 CONTRACTED SERVICES	1,800.00	6,535.68	1,800.00	1,800.00	1,800.00		
TOTAL SERVICES	352,875.88	416,319.02	313,800.00	128,329.14	262,800.00		

51000531.04 DUES, SUBSCR, & PUBLICATIONPERMANENT NOTES:

HOTEL LODGING ASSOC. MEMBERSHIP
INTERNATIONAL FESTIVAL
TTIA

51000531.06 ADVERTISING

PERMANENT NOTES:
MAGAZINES ADS AND ARTICLES
COUNTY VISITOR GUIDE
BILLBOARDS
RADIO
MARKET DAYS
TEXAS LAKESIDE RV (\$15,000/YR/6 YRS.) (1 OF 6 YRS/)
WEBSITE MAINT.

51000531.07 SPECIAL EVENT-FLIP FLOP

PERMANENT NOTES:
NET EXPENSE GOAL

51000531.09 SPECIAL EVENT-OTHER

PERMANENT NOTES:
IGUANA FEST = \$20,000
STAR SPANGLED BAY BASH = \$25,000
SUMMER CONCERT = \$10,000
MAIN STREET PROGRAMS = \$10,000
JUNETEENTH = \$2,500
MARKET DAYS= \$5,000

51000531.10 TOURISM & EVENTS MANAGEMENPERMANENT NOTES:

EVENTS COORDINATOR CHARGES = \$75,000

PROPOSED BUDGET WORKSHEET

AS OF: JULY 31ST, 2020

101-HOTEL OCCUPANCY TAX FUND

HOTEL OCCUPANCY TAX

DEPARTMENT EXPENDITURES

	----- CURRENT YEAR -----					NEXT YEAR BUDGET	BUDGE WORKSPAC
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL			
51000533.14 CONTRACTED SERVICES							
	PERMANENT NOTES:						
	HOTEL AUDIT						
	EACH AUDIT COST \$1,800						
SUNDRY							
51000551.02 CONTRIB-MAIN STREET PROJECT	0.00	3,512.15	30,000.00	3,512.15		0.00	
51000551.09 CHAMBER OF COMMERCE	0.00	0.00	0.00	0.00		0.00	
51000553.01 XFER OUT- FUND 501 UTY	0.00	0.00	0.00	0.00		0.00	
51000553.0330XFER OUT-TCF GRANT	0.00	0.00	0.00	0.00		0.00	
51000553.10 XFER OUT- FD 001- ADMIN FEE	180,999.96	1,117,017.25	192,950.00	160,791.70		277,142.00	
51000553.15 XFER OUT- FUND 201 VETERANS	0.00	0.00	0.00	0.00		0.00	
51000554.98 CONTINGENCY	0.00	0.00	20,000.00	0.00		15,000.00	
TOTAL SUNDRY	180,999.96	1,120,529.40	242,950.00	164,303.85		292,142.00	
51000553.10 XFER OUT- FD 001- ADMIN FE							
	PERMANENT NOTES:						
	100% BAUER DEPT. EXPENSE LESS BUDGETED REVENUES						
	BAUER EXPENSES FY 20-21 = \$262,142						
	BUDGETED REVENUES = \$35,000						
	\$262,142 - \$35,000 = \$227,142						
	TRANSFER FROM HOT FUNDS TO GENERAL FUND FOR ECONOMIC						
	DEVELOPMENT PROJECT TO FIX UP THE SOUTHERN PACIFIC DEPOT						
	WITH NEW SIDING AND PAINT AND NEW WINDOWS AND TRIM ETC.=						
	\$50,000						
51000554.98 CONTINGENCY							
	PERMANENT NOTES:						
	2 NEW GATEWAY SIGNS						
CAPITAL EXPENDITURES							
51000563.05 CE- INFRASTRUCTURE	0.00	0.00	0.00	0.00		0.00	
TOTAL CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00		0.00	
TOTAL HOTEL OCCUPANCY TAX	533,875.84	1,536,937.10	556,750.00	292,632.99		554,942.00	
*** TOTAL EXPENDITURES ***	533,875.84	1,536,937.10	556,750.00	292,632.99		554,942.00	

*** END OF REPORT ***



FORFEITURE FUND

This fund accounts for the forfeiture of contraband gained from the commission of criminal activity. Proceeds from this fund are used for specific expenses for law enforcement needs.

Forfeiture Fund Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Fines & Forfeitures	0	0	0	0
Other Revenue	0	0	0	0
Intergovernmental	0	0	0	0
Total Revenue	0	0	0	0

Forfeiture Fund Expenditures

Forfeitures Expenditures	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Maintenance	0	0	0	0
Sundry	0	0	0	0
Capital Expenditures	0	0	0	0
Total Expense	0	0	0	0

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

103-FORFEITURES - POLICE

FINANCIAL SUMMARY

	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR	BUDG.
	LAST	ACTUAL	AMENDED	Y-T-D	BUDGET	WORKSHE
	LAST	ACTUAL	BUDGET	ACTUAL		
REVENUE SUMMARY						
FINES & FORFEITURES	44.00	29.00	0.00	0.00	0.00	
OTHER REVENUE	618.63	931.92	0.00	190.50	0.00	
INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	
*** TOTAL REVENUE ***	662.63	960.92	0.00	190.50	0.00	

EXPENDITURE SUMMARY

FORFEITURES - POLICE

MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	
SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE	0.00	0.00	0.00	0.00	0.00	
SUNDRY	0.00	0.00	0.00	0.00	0.00	
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
TOTAL FORFEITURES - POLICE	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	
** REVENUE OVER (UNDER) EXPENDITURES **	662.63	960.92	0.00	190.50	0.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

103-FORFEITURES - POLICE

REVENUES	YEAR BEFORE		*----- CURRENT YEAR -----*		NEXT YEAR	BUDG
	LAST	ACTUAL	AMENDED	Y-T-D		

FINES & FORFEITURES						

449.01 POLICE FORFEITURES & RECOVERIES	44.00	29.00	0.00	0.00	0.00	
TOTAL FINES & FORFEITURES	44.00	29.00	0.00	0.00	0.00	
OTHER REVENUE						

451.01 INTEREST INCOME	618.63	931.92	0.00	190.50	0.00	
459.11 AUCTION PROCEEDS	0.00	0.00	0.00	0.00	0.00	
459.92 EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE	618.63	931.92	0.00	190.50	0.00	
INTERGOVERNMENTAL REVENUE						

493.27 XFER IN- FD 706 SEIZURES	0.00	0.00	0.00	0.00	0.00	
TOTAL INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	

** TOTAL REVENUE **	662.63	960.92	0.00	190.50	0.00	
=====						

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

103-FORFEITURES - POLICE
FORFEITURES - POLICE
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

MATERIALS & SUPPLIES							

51000521.01	OFFICE	0.00	0.00	0.00	0.00	0.00	_____
51000524.01	UNIFORMS	0.00	0.00	0.00	0.00	0.00	_____
51000528.03	NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	_____
51000529.21	AMMUNITION & OTHER EQUIPMEN	0.00	0.00	0.00	0.00	0.00	_____
51000529.22	INVESTIGATION	0.00	0.00	0.00	0.00	0.00	_____
51000529.23	K-9 SUPPLIES	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MATERIALS & SUPPLIES		0.00	0.00	0.00	0.00	0.00	_____
SERVICES							

51000531.01	TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	_____
51000531.04	DUES, SUBSCRIPTIONS & PUBLI	0.00	0.00	0.00	0.00	0.00	_____
51000531.07	PUBLIC & EMPLOYEE RELATIONS	0.00	0.00	0.00	0.00	0.00	_____
51000533.14	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	_____
51000539.03	SPECIAL OPERATIONS	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SERVICES		0.00	0.00	0.00	0.00	0.00	_____
MAINTENANCE							

51000542.03	R & M- BUILDING	0.00	0.00	0.00	0.00	0.00	_____
51000544.50	R & M- FURNITURE & EQUIPMEN	0.00	0.00	0.00	0.00	0.00	_____
51000544.55	R & M- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	0.00	_____
51000544.56	SPECIAL OPERATIONS	0.00	0.00	0.00	0.00	0.00	_____
51000544.57	SURVEILLANCE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL MAINTENANCE		0.00	0.00	0.00	0.00	0.00	_____
SUNDRY							

51000554.04	FORFEITURES-D.A.'S OFFICE	0.00	0.00	0.00	0.00	0.00	_____
51000554.56	FORFEITURES-SHERIFF'S DEPT	0.00	0.00	0.00	0.00	0.00	_____
51000554.57	FORFEITURES- SEADRIFT	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL SUNDRY		0.00	0.00	0.00	0.00	0.00	_____
CAPITAL EXPENDITURES							

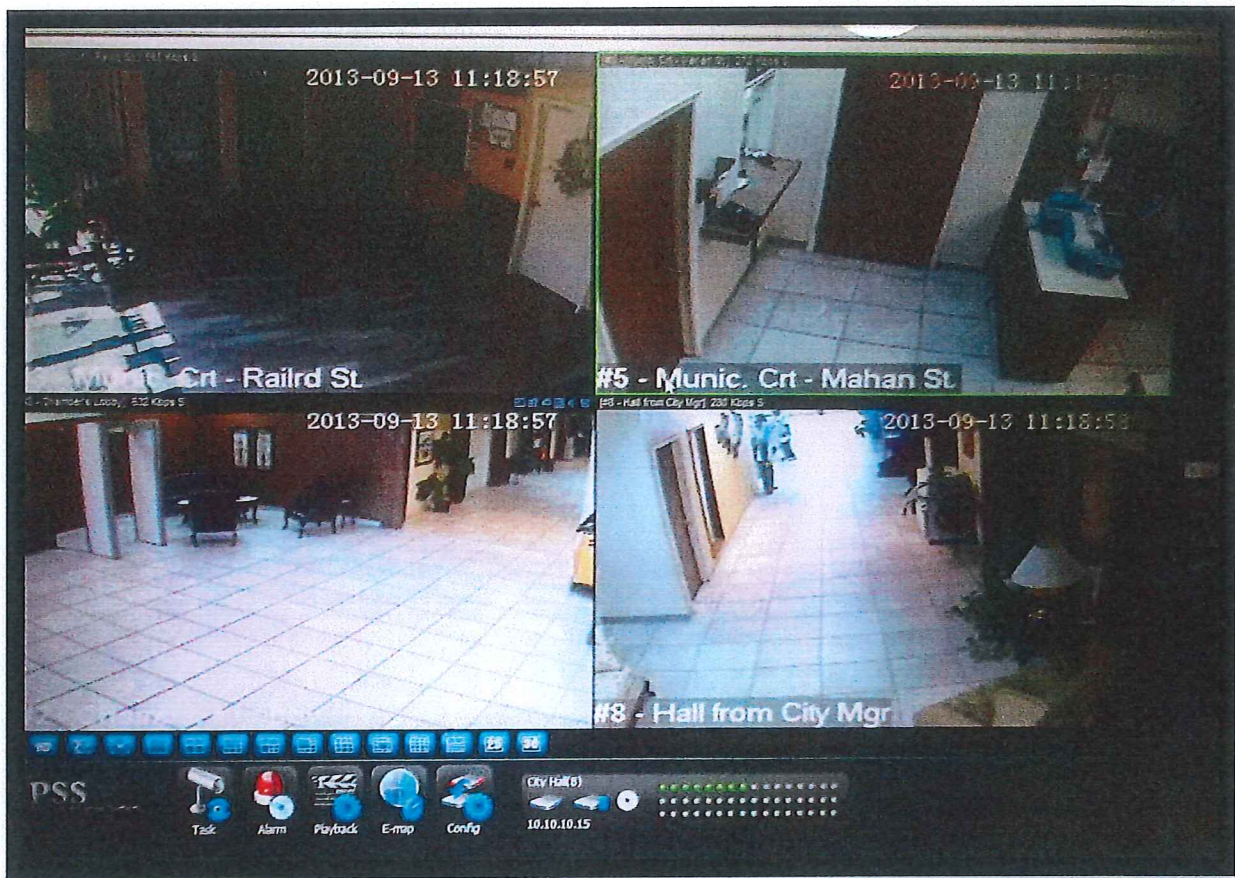
51000564.50	CE- FURNITURE & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	_____
51000564.55	CE- VEHICLES & TRAILERS	0.00	0.00	0.00	0.00	0.00	_____
51000564.56	RADAR TRAILER	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL CAPITAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL FORFEITURES - POLICE		0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

103-FORFEITURES - POLICE
 FORFEITURES - POLICE
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	0.00	

*** END OF REPORT ***



BUILDING SECURITY FUND

This fund accounts for fees collected on conviction of certain Municipal Court offenses and are intended to create a security plan.

Building Security Fund Revenue

Revenue Summary	Actual FY 2018-2019	Amended Budget FY 2019-2020	Projected FY 2019-2020	Adopted Budget FY 2020-2021
Fines & Forfeitures	0	0	0	0
Other Revenue	0	0	0	0
Total Revenue	0	0	0	0

Building Security Expenditures

Building Security Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Maintenance	0	0	0	0
Total Expense	0	0	0	0

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

113-BUILDING SECURITY FUND

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
--	----------------------------	---------------------	---	-----------------	---------------------	-----------------

REVENUE SUMMARY

FINES & FORFEITURES	2,725.39	3,787.98	0.00	2,215.80	0.00	
OTHER REVENUE	402.22	647.00	0.00	117.06	0.00	
<hr/>						
** TOTAL REVENUE **	3,127.61	4,434.98	0.00	2,332.86	0.00	
<hr/>						

EXPENDITURE SUMMARY

BUILDING SECURITY FUND

PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	
<hr/>						
51000511.02 SALARIES & WAGES-CLERICAL PERMANENT NOTES:						
	ID # 98-SBW-0129					
MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	
SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE	4,521.33	0.00	0.00	0.00	0.00	
<hr/>						
TOTAL BUILDING SECURITY FUND	4,521.33	0.00	0.00	0.00	0.00	
<hr/>						
*** TOTAL EXPENDITURES ***	4,521.33	0.00	0.00	0.00	0.00	
<hr/>						

** REVENUE OVER (UNDER) EXPENDITURES ** (1,393.72)	4,434.98	0.00	2,332.86	0.00	
<hr/>						

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

113-BUILDING SECURITY FUND

REVENUES		*----- CURRENT YEAR -----*					NEXT YEAR BUDGET	BUDG WORKSPA
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL			
FINES & FORFEITURES								
443.04	BUILDING SECURITY REVENUES	2,725.39	3,787.98	0.00	2,215.80	0.00		
TOTAL FINES & FORFEITURES		2,725.39	3,787.98	0.00	2,215.80	0.00		
OTHER REVENUE								
451.01	INTEREST INCOME	402.22	647.00	0.00	117.06	0.00		
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00		
TOTAL OTHER REVENUE		402.22	647.00	0.00	117.06	0.00		
** TOTAL REVENUE **		3,127.61	4,434.98	0.00	2,332.86	0.00		

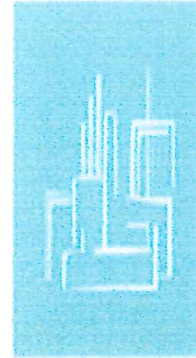
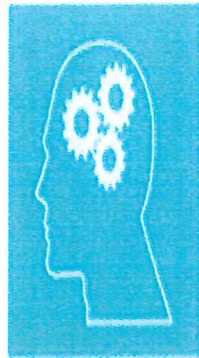
C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

113-BUILDING SECURITY FUND
 BUILDING SECURITY FUND
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
PERSONNEL SERVICES							
51000511.02 SALARIES & WAGES-CLERICAL	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	
51000511.02 SALARIES & WAGES-CLERICAL PERMANENT NOTES: ID # 98-SBW-0129							
MATERIALS & SUPPLIES							
51000528.03 NON-CAPITALIZED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	
SERVICES							
51000531.01 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE							
51000542.03 R & M- BUILDING	4,521.33	0.00	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE	4,521.33	0.00	0.00	0.00	0.00	0.00	
TOTAL BUILDING SECURITY FUND	4,521.33	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	4,521.33	0.00	0.00	0.00	0.00	0.00	

PERMANENT NOTES:
 CRIMINAL JUSTICE #98-SBW-0129

*** END OF REPORT ***



work • grow • prosper.

ECONOMIC DEVELOPMENT FUND

This fund accounts for public and private donations. Proceeds from this fund will be used to guide, promote and support business and community development.

Economic Development Fund Revenues

Revenue Summary	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Other Revenue	0	0	0	0
Intergovernmental	0	0	0	0
Total Revenue	0	0	0	0

Economic Development Fund Expenditures

Economic Dev. Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Materials & Supplies	0	0	0	0
Maintenance	0	0	0	0
Sundry	0	0	0	0
Total Expense	0	0	0	0

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2020

125-ECONOMIC DEVELOPMENT

FINANCIAL SUMMARY

	YEAR BEFORE	LAST YEAR	*----- CURRENT YEAR -----*		NEXT YEAR	BUDG.
	LAST ACTUAL	ACTUAL	AMENDED	Y-T-D	BUDGET	WORKSHE
			BUDGET	ACTUAL		

REVENUE SUMMARY

OTHER REVENUE	154.59	226.78	0.00	38.20	0.00	
INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	
<hr/>						
** TOTAL REVENUE **	154.59	226.78	0.00	38.20	0.00	
<hr/>						

EXPENDITURE SUMMARY

*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	
<hr/>						
** REVENUE OVER (UNDER) EXPENDITURES **	154.59	226.78	0.00	38.20	0.00	
<hr/>						

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

125-ECONOMIC DEVELOPMENT

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

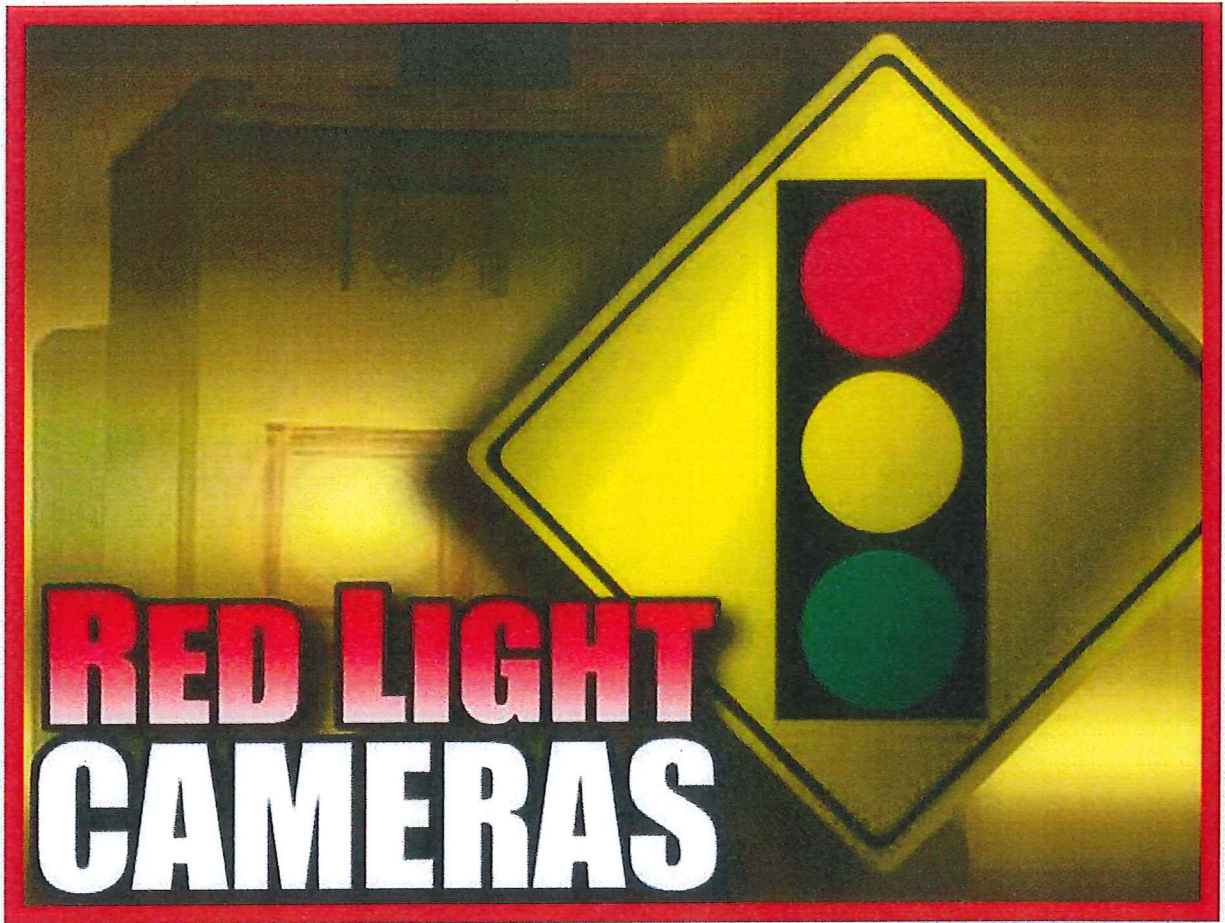
OTHER REVENUE							

451.01	INTEREST INCOME	154.59	226.78	0.00	38.20	0.00	_____
459.10	DONATIONS	0.00	0.00	0.00	0.00	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		154.59	226.78	0.00	38.20	0.00	
INTERGOVERNMENTAL REVENUE							

493.01	XFER IN-GENERAL FUND	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00	
		-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **		154.59	226.78	0.00	38.20	0.00	
		=====	=====	=====	=====	=====	=====
*** TOTAL EXPENDITURES ***		0.00	0.00	0.00	0.00	0.00	
		=====	=====	=====	=====	=====	=====

PERMANENT NOTES:
 CRIMINAL JUSTICE #2000-LB-VX-1174

*** END OF REPORT ***



REDFLEX TRAFFIC FUND

The RedFlex Traffic Fund accounts for fees collected by the City's red light cameras. This money is shared with the State's trauma account and the City can only use this money to enhance pedestrian safety.

Redflex Traffic Fund Revenue

Revenue Summary	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Other Revenue	0	0	0	0
Intergovernmental	0	0	0	0
Total Revenue	0	0	0	0

Redflex Traffic Expenditures

Redflex Traffic Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Materials & Supplies	0	0	0	0
Total Expense	0	0	0	0

CITY OF PORT LAVACA
PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2020

159-REFLEX TRAFFIC SYSTEM

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
REVENUE SUMMARY							
OTHER REVENUE	1,240.67	1,814.51	0.00	280.13	0.00		
INTERGOVERNMENTAL REVENUE	25,986.77	0.00	0.00	0.00	0.00		
** TOTAL REVENUE **	27,227.44	1,814.51	0.00	280.13	0.00		
EXPENDITURE SUMMARY							
REFLEX TRAFFIC SYSTEMS							
MATERIALS & SUPPLIES	25,986.77	4,657.24	0.00	70,080.59	0.00		
TOTAL REFLEX TRAFFIC SYSTEMS	25,986.77	4,657.24	0.00	70,080.59	0.00		
*** TOTAL EXPENDITURES ***	25,986.77	4,657.24	0.00	70,080.59	0.00		
** REVENUE OVER (UNDER) EXPENDITURES **	1,240.67	(2,842.73)	0.00	(69,800.46)	0.00		

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

159-REFLEX TRAFFIC SYSTEM

REVENUES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA

OTHER REVENUE							

451.01 INTEREST INCOME	1,240.67	1,814.51	0.00	280.13	0.00		
459.92 EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00		

TOTAL OTHER REVENUE	1,240.67	1,814.51	0.00	280.13	0.00		

INTERGOVERNMENTAL REVENUE							

493.20 REFLEX TRAFFIC FEES	25,986.77	0.00	0.00	0.00	0.00		

TOTAL INTERGOVERNMENTAL REVENUE	25,986.77	0.00	0.00	0.00	0.00		

** TOTAL REVENUE **	27,227.44	1,814.51	0.00	280.13	0.00		
=====							

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

159-REDFLEX TRAFFIC SYSTEM
 REDFLEX TRAFFIC SYSTEMS
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSHE
MATERIALS & SUPPLIES							
51000526.02 TRAFFIC SAFETY	25,986.77	4,657.24		0.00	70,080.59	0.00	
TOTAL MATERIALS & SUPPLIES	25,986.77	4,657.24		0.00	70,080.59	0.00	
TOTAL REDFLEX TRAFFIC SYSTEMS	25,986.77	4,657.24		0.00	70,080.59	0.00	
*** TOTAL EXPENDITURES ***	25,986.77	4,657.24		0.00	70,080.59	0.00	

*** END OF REPORT ***



COURT TECHNOLOGY FUND

This fund accounts for fees collected on conviction of certain Municipal Court offenses and are intended to provide technology to process court cases.

Court Technology Revenue

Revenue Summary	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Fines & Forfeitures	0	0	0	0
Other Revenue	0	0	0	0
Intergovernmental	0	0	0	0
Total Revenue	0	0	0	0

Court Technology Expenditures

Court Technology Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Maintenance	0	0	0	0
Total Expense	0	0	0	0

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

160-COURT TECH FUND

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
--	----------------------------	---------------------	---	-----------------	---------------------	-----------------

REVENUE SUMMARY

FINES & FORFEITURES	3,661.29	5,126.87	0.00	2,387.64	0.00	
OTHER REVENUE	517.07	125.51	0.00	56.93	0.00	
INTERGOVERNMENTAL REVENUE	0.00	5,935.00	0.00	0.00	0.00	
** TOTAL REVENUE **	4,178.36	11,187.38	0.00	2,444.57	0.00	

EXPENDITURE SUMMARY

COURT TECH FUND

MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	
SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE	0.00	0.00	0.00	0.00	0.00	
TOTAL COURT TECH FUND	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	
** REVENUE OVER (UNDER) EXPENDITURES **	4,178.36	11,187.38	0.00	2,444.57	0.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

160-COURT TECH FUND

REVENUES		*----- CURRENT YEAR -----*					BUDG WORKSPA
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	
FINES & FORFEITURES							
443.04	COURT TECH FEES	3,661.29	5,126.87	0.00	2,387.64	0.00	
TOTAL FINES & FORFEITURES		3,661.29	5,126.87	0.00	2,387.64	0.00	
OTHER REVENUE							
451.01	INTEREST INCOME	517.07	125.51	0.00	56.93	0.00	
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE		517.07	125.51	0.00	56.93	0.00	
INTERGOVERNMENTAL REVENUE							
493.01	XFER IN- FUND 501	0.00	5,935.00	0.00	0.00	0.00	
493.23	XFER IN- FD 001	0.00	0.00	0.00	0.00	0.00	
TOTAL INTERGOVERNMENTAL REVENUE		0.00	5,935.00	0.00	0.00	0.00	
** TOTAL REVENUE **		4,178.36	11,187.38	0.00	2,444.57	0.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

160-COURT TECH FUND
 COURT TECH FUND
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
MATERIALS & SUPPLIES						
51000521.01 OFFICE	0.00	0.00	0.00	0.00	0.00	
51000528.03 NON-CAP ACQ-OFF SUPPLY EQUI	0.00	0.00	0.00	0.00	0.00	
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	
SERVICES						
51000531.01 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICES	0.00	0.00	0.00	0.00	0.00	
MAINTENANCE						
51000544.51 MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	0.00	
TOTAL MAINTENANCE	0.00	0.00	0.00	0.00	0.00	
TOTAL COURT TECH FUND	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	

*** END OF REPORT ***



JUVENILE CASE MANAGER FUND

The Juvenile Case Manager Fund was created in FY 2010 – 2011 to fund the salary and benefits of one full-time Juvenile Case Manager as part of the Calhoun County area's criminal justice systems.

Juvenile Case Manager Fund Revenue

Revenue Summary	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Other Revenue	0	0	0	0
Grant and Contribution	0	0	0	0
Intergovernmental Rev	0	0	0	0
Total Revenue	0	0	0	0

Juvenile Case Manager Fund Expenditures

Juvenile Case Manager Expenditures	Actual FY 2018-2019	Budget Amended FY 2019-2020	Projected FY 2019-2020	Budget Adopted FY 2020-2021
Personnel Services	0	0	0	0
Materials & Supplies	0	0	0	0
Total Expense	0	0	0	0

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

112-JUVENILE CASE MANAGER

FINANCIAL SUMMARY

FINANCIAL SUMMARY	*----- CURRENT YEAR -----*					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSFA

REVENUE SUMMARY						
OTHER REVENUE	0.00	90.08	0.00	30.27	0.00	_____
GRANT AND CONTRIBUTION R	0.00	7,329.76	0.00	3,096.37	0.00	_____
INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00	_____
	-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **	0.00	7,419.84	0.00	3,126.64	0.00	_____
	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY						
JUVENILE CASE MANANGER						

PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	_____
MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	_____
	-----	-----	-----	-----	-----	-----
TOTAL JUVENILE CASE MANANGER	0.00	0.00	0.00	0.00	0.00	_____

*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	_____
	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **	0.00	7,419.84	0.00	3,126.64	0.00	_____
	=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

112-JUVENILE CASE MANAGER

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA

OTHER REVENUE							

451.01	INTEREST INCOME	0.00	90.08	0.00	30.27	0.00	_____
459.90	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	_____
TOTAL OTHER REVENUE		0.00	90.08	0.00	30.27	0.00	_____
GRANT AND CONTRIBUTION R							

481.01	STATE GRANT REVENUE	0.00	0.00	0.00	0.00	0.00	_____
482.01	JUVENILE CASE MGR FEE	0.00	7,329.76	0.00	3,096.37	0.00	_____
TOTAL GRANT AND CONTRIBUTION R		0.00	7,329.76	0.00	3,096.37	0.00	_____
INTERGOVERNMENTAL REVENUE							

493.20	XFER IN- FD 001	0.00	0.00	0.00	0.00	0.00	_____
TOTAL INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00	_____
** TOTAL REVENUE **		0.00	7,419.84	0.00	3,126.64	0.00	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

112-JUVENILE CASE MANAGER
 JUVENILE CASE MANAGER
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
PERSONNEL SERVICES						
51000511.02 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	
51000511.07 SALARIES & WAGES-OVERTIME	0.00	0.00	0.00	0.00	0.00	
51000512.05 EMPLOYER-SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	
51000512.10 EMPLOYER-T.M.R.S.	0.00	0.00	0.00	0.00	0.00	
51000512.20 GROUP H/D INS PREMIUMS	0.00	0.00	0.00	0.00	0.00	
TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	
MATERIALS & SUPPLIES						
51000521.01 OFFICE	0.00	0.00	0.00	0.00	0.00	
TOTAL MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0.00	
TOTAL JUVENILE CASE MANAGER	0.00	0.00	0.00	0.00	0.00	
*** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	0.00	

PERMANENT NOTES:
 CRIMINAL JUSTICE #AH-98-J01-13220

*** END OF REPORT ***

CITY OF PORT LAVACA
FARF MACHINERY & EQUIPMENT
BUDGET FY 2020-21

FARF BALANCE @ 9-30-2019	1,046,121.19
F/Y 19-20 BUDGET AMENDMENTS TO FARF ACCOUNT	(143,034.64)
F/Y 20-21 BUDGETED FARF PURCHASES (TRANSFERS TO GENERAL FUND)	(413,700.00)
REMAINING FARF FUNDS	<u>489,386.55</u>

BUDGETED 2020-21 FARF PURCHASES			
POLICE	Generator Fuel Tank	20,200.00	
	Vehicle for Patrol	42,000.00	62,200.00
FIRE	Fire Pump, Wash Extractor	11,500.00	
	PPE Extractor for Station 2	7,000.00	18,500.00
ANIMAL CONTROL	Vehicle	60,000.00	60,000.00
STREETS	Dump Truck	75,000.00	
	Front End Loader	168,000.00	243,000.00
PARKS & REC.	1/2 Ton Pickup	30,000.00	30,000.00
TOTAL		413,700.00	413,700.00

CAPITAL IMPROVEMENT PLAN

Estimated unassigned Fund Balance with 8 mo reserves - assuming all budgeted 2019/20 CIP is spent

CIP balance forward from previous year

Estimated Actual Revenues exceeding budgeted Revenues the prior year**

Subtotal

LESS 15% for contingency of CIP costs

TARGET TOTAL FOR CIP projects using reserves

GENERAL FUND

** The average of Actual Revenues over budgeted Revenues since 2015 is \$882.6K To be conservative, a value of half that is used for 2019/20.

2020/21	2021/22	2022/23	2023/24	2024/25
\$ 5,167,553	\$ 835,133	\$283,658	\$185,408	\$164,408
\$ -	\$ 255,920	\$ 152,395	\$ 110,645	\$ 451,645
\$ 400,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
\$ 5,567,553	\$ 1,891,053	\$ 1,236,053	\$ 1,096,053	\$ 1,416,053
(\$835,133)	(\$283,658)	(\$185,408)	(\$164,408)	(\$212,408)
\$ 4,732,420	\$1,607,395	\$1,050,645	\$ 931,645	\$ 1,203,645

Link to Comprehensive Plan	Action Plan Item	2020/21	2021/22	2022/23	2023/24	2024/25
Economic Development						
Community Character	13		\$ 95,000			
Transportation/Circulation	11	\$ 50,000				
Focus on historically significant amenities	6	\$ 80,000				
Promote tourism opportunities	9	\$ 100,000				
Focus on historically significant amenities	6			\$ 60,000		
Focus on historically significant amenities	6				\$ 75,000	
Focus on historically significant amenities	6	\$ 50,000				
Economic Development	17	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Economic Development	17				\$ 175,000	
City Hall						
Link to Comprehensive Plan	Action Plan Item					
Beautify the Community	8	\$ 50,000	\$ 85,000			
Improving Quality of Life		\$ 5,000				
Protecting Investments						
Police Department						
Protecting Investments		\$ 200,000				
Protecting Investments		\$ 20,200				
Improving Quality of Life		\$ 42,000	\$ 44,000	\$ 46,000	\$ 48,000	\$ 50,000
Animal Control						
Improving Quality of Life		\$ 60,000				
Protecting Investments		\$ 50,000				

Link to Comprehensive Plan	Fire Department						
Protecting Investments		Fire pump, Station Impr, Wash extractor (Farf)	\$ 11,500				2024/25
Protecting Investments		Fire Station No. 1 Window replacement	\$ 11,000				
Protecting Investments		Fire Station No. 1 Door Replacement	\$ 10,500				
Improving Quality of Life		Construct Women's Shower Facility	\$ 18,000				
Protecting Investments		PPE Extractor for Station 2 (Farf)	\$ 7,000				
Protecting Investments		Painting and cosmetic repairs both stations	\$ 12,000				
Improving Quality of Life		Rescue Pumper (Farf) (payment plan)		\$ 750,000			
Improving Quality of Life		Cascade system (Farf)			\$ 75,000		
Improving Quality of Life		Pickup, ATV, Mower (Farf)				\$ 75,000	
Improving Quality of Life		Pickup, Utility Railer (Farf)					\$ 75,000
		Code Enforcement					
		SUV (Vehicle) (Farf)			\$ 40,000		
Link to Comprehensive Plan	Action Plan Item	Streets/Drainage					
Transportation/Circulation	11	sidewalk	\$ 100,000				
Transportation/Circulation	11	sidewalk		\$ 100,000			
Transportation/Circulation	11	sidewalk				\$ 100,000	
Transportation/Circulation	11	street rehab	\$ 780,000				
Protecting Investments		street rehab	\$ 200,000				
Transportation/Circulation	11	street rehab	\$ 880,000				
Transportation/Circulation	11	street rehab		\$ 810,000			
Protecting Investments		drainage		\$ 300,000			
Transportation/Circulation	11	street rehab			\$ 750,000		
Transportation/Circulation	11	street rehab					
Transportation/Circulation	11	street rehab					\$ 1,368,000
Improving Quality of Life		Christmas Décor	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Improving Quality of Life		LaSalle St. Fencing	\$ 15,000				
Improving Quality of Life		Dump Truck	\$ 75,000				
Improving Quality of Life		Front End Loader	\$ 168,000				
Improving Quality of Life		Asphalt Paving Machine	\$ 100,000				
Protecting Investments		Corporation Ditch Rehab	\$ 450,000				
Improving Quality of Life		3/4 TON Pickup		\$ 40,000			

Link to Comprehensive Plan	Action Plan Item	Parks	2020/21	2021/22	2022/23	2023/24	2024/25
Park Improvements	4	Bayfront Park Improvements	\$ 500,000				
Land Use/Recreation	10	TPWL Grant: Bayfront Multi-Use Parth and amenities	\$ 200,000				
Park Improvements	4	Wilson Park: Construction of Skate park (\$90K is in the 2019/20 CIP budget)	\$ 60,000				
Park Improvements	4	Wilson Park Improvements	\$ 190,000				
		New Park benches at City Park	\$ 20,000				
Improving Quality of Life		1/2 TON Pickup (Farf)	\$ 30,000				
Land Use and Recreation	10	Improvements at Butterfly Park	\$ 15,000	\$ 15,000			
Land Use and Recreation	10	City Park Enhancements			\$ 80,000		
Land Use and Recreation	10	George Adams Park Enhancements				\$ 80,000	
		Bauer					
		Parking Lot Rehabilitation	\$ 250,000				
		LHB					
Link to Comprehensive Plan	Action Plan Item						
Land Use and Recreation	10	Reroof/rehab floor/replace lavatories/lights at Pier Restroom Building	\$ 30,000				
Land Use and Recreation	10	LHB Pier rebuild - required matching funds	\$ 250,000				

GENERAL FUND RESERVES \$ 4,476,500 \$ 1,455,000 \$ 940,000 \$ 480,000 \$ 1,418,000
 unbudgeted to be transferred for following year CIP \$ 255,920 \$ 152,395 \$ 110,645 \$ 451,645 \$ (214,355)
Farf Funds \$ 413,700 \$ 834,000 \$ 161,000 \$ 123,000 \$ 125,000
Hot Funds \$ 50,000
TPWL Grant Funds \$ 200,000

TARGET TOTAL FOR CIP projects using reserves \$ 4,732,420 \$ 1,607,395 \$ 1,050,645 \$ 931,645 \$ 1,203,645

CAPITAL IMPROVEMENT PLAN

Estimated unassigned Fund Balance with 3 mo reserves - assuming all budgeted 2019/20 CIP is spent

CIP balance forward from previous year

Estimated Actual Revenues exceeding budgeted Revenues the prior year**

Subtotal

LESS 20% for contingency of CIP costs

TARGET TOTAL FOR CIP projects

PUBLIC UTILITY FUND

	2020/21	2021/22	2022/23	2023/24	2024/25
	\$3,908,239	\$ 1,071,648	\$584,748	\$430,748	\$417,748
	\$ -	\$ 402,091	\$ 118,991	\$ 207,991	\$ 1,020,991
	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000
	\$ 5,358,239	\$ 2,923,739	\$ 2,153,739	\$ 2,088,739	\$ 2,888,739
	(\$1,071,648)	(\$584,748)	(\$430,748)	(\$417,748)	(\$577,748)
	\$ 4,286,591	\$2,338,991	\$1,722,991	\$ 1,670,991	\$ 2,310,991

Link to Comprehensive Plan	Action Plan Item	Water	2020/21	2021/22	2022/23	2023/24	2024/25
Protecting Investments		Vacuum Truck -					
Infrastructure	12	Broadway Water Line (\$80,000 in 2019/20)	\$ 354,000				
Infrastructure	12	Live Oak from Commerce to Virginia	\$ 360,000				
Improving Quality of Life		3/4 Ton pickup	\$ 350,000				
Infrastructure	12	GST and HSPS	\$ 40,000				
Infrastructure	12	12" link between water towers Phase 1	\$ 1,500,000				
Infrastructure	12	Water on Ezzell St.	\$ 500,000				
Infrastructure	12	Leon Street Waterline	\$ 125,000	\$ 450,000			
Infrastructure	12	12" link between water towers Phase 2		\$ 500,000			
Improving Quality of Life		Dump Truck			\$ 75,000		
Protecting Investments		Mini Excavator			\$ 50,000		
Infrastructure	12	Replace cast iron/ AC pipe with PVC - TBA			\$ 300,000	\$ 300,000	\$ 300,000
Link to Comprehensive Plan	Action Plan Item	Wastewater					
Protecting Investments		Hazard Mitigation Grant Match (Generators)	\$ 220,000				
Protecting Investments		Zero turn mower	\$ 9,500				
Infrastructure	12	Lift Station upgrades: Brooks, Clegg, DeShazor, LHB	\$ 500,000				
Infrastructure	12	DeShazor Area (Ezzell Street only) sewer replacement	\$ 250,000				
Infrastructure	12	DeShazor Area (Lowry/Charlotte/Tommy/Oren) sewer replacement		\$ 760,000			
Infrastructure	12	Brookhollow Sewer along Lynn's Bayou			\$ 600,000		
Infrastructure	12	Lift Station upgrades: Ann, Alamo Hts, Bay Blardone, Brookhollow, shellfish		\$ 510,000			
Infrastructure	12	Lift Station upgrades: Main, Martinez, Bayfront, WWRP, Loop 1090, Hill Terrace			\$ 460,000		
Improving Quality of Life		1/2 Ton pickup			\$ 30,000		
Improving Quality of Life		Front end loader	\$ 30,000				
Infrastructure	12	Sewer line replacement/pipeburst project - TBA				\$ 350,000	\$ 350,000
General Fund Reserves			\$ 3,884,500	\$ 2,220,000	\$ 1,515,000	\$ 650,000	\$ 650,000
unbudgeted to be transferred for following year CIP			\$ 402,091	\$ 118,991	\$ 207,991	\$ 1,020,991	\$ 1,660,991

TARGET TOTAL FOR CIP projects	\$ 4,286,591	\$ 2,338,991	\$ 1,722,991	\$ 1,670,991	\$ 2,310,991
				7.30.2020	P. 4 of 5

CAPITAL IMPROVEMENT PLAN

Unrestricted, Uncommitted net position as of 9/30/19

CIP balance forward from previous year

Less transfer for EDA Grant

Less estimated 2019/20 CIP projects Paid/encumbered

2 -yr avg operating income from prior year x 1.05

Subtotal

Contingency - none assigned

TARGET TOTAL FOR CIP projects using reserves

2020/21	2021/22	2022/23	2023/24	2024/25
\$ 2,020,332	\$ -	\$ -	\$ -	\$ -
\$ -	\$ 449,332	\$ 10,682	\$ (193,151)	\$ 23,325
\$ (452,000)				
\$ (261,000)				
\$ 187,000	\$ 196,350	\$ 206,168	\$ 216,476	\$ 227,300
\$ 1,494,332	\$ 645,682	\$ 216,850	\$ 23,325	\$ 250,625
\$ 1,494,332	\$ 645,682	\$ 216,850	\$ 23,325	\$ 250,625

PORT REVENUE

Estimated cost	2020/21	2021/22	2022/23	2023/24	2024/25
Nautical Landings					
\$ 125,000 TPWL Breakwater Match	\$ 125,000				
\$ 75,000 Facelift to Building and replace doors	\$ 80,000				
\$ 75,000 Electrical upgrades		\$ 80,000			
\$ 35,000 Front Parking Lot Improvements		\$ 35,000			
\$ 80,000 Rear Parking Lot Improvements		\$ 80,000			
\$ 80,000 Dredge NL Marina					\$ 80,000
Smith Harbor					
Estimated cost	2020/21	2021/22	2022/23	2023/24	2024/25
\$ 250,000 Dredging of Smith Harbor	\$ 450,000				
\$ 50,000 Hire Consultant to develop Master Plan	\$ 50,000				
\$ 750,000 Bulkhead improvements Smith Harbor		\$ 375,000	375,000		
City Harbor					
Estimated cost	2020/21	2021/22	2022/23	2023/24	2024/25
\$ 260,000 Construct new bulkhead near Scully's	\$ 150,000				
\$ 30,000 Construct repairs to finger piers	\$ 30,000				
\$ 360,000 Replace Lower Dock	\$ 360,000				
\$ 100,000 Replace Upper Dock* (add \$100,000 if including demo of freezer slab)		\$ 100,000			
\$ 220,000 Repairs to Evelyn's Seafood Dock					\$ 220,000
Total Port Revenue Fund Reserves \$ 1,045,000 \$ 635,000 \$ 410,000 \$ - \$ 300,000					
unbudgeted - transferred the following year \$ 449,332 \$ 10,682 \$ (193,151) \$ 23,325 \$ (49,375)					
FEMA \$ 200,000					

7.30.2020

P 5 of 5

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

310-08 PC DEBT SERVICE

FINANCIAL SUMMARY	*----- CURRENT YEAR -----*					BUDG WORKSPA
	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	

REVENUE SUMMARY						
OTHER REVENUE	928.27	181.71	0.00	0.00	0.00	_____
INTERGOVERNMENTAL REVENUE	127,542.00	124,202.04	125,763.00	94,322.25	127,128.00	_____
	-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **	128,470.27	124,383.75	125,763.00	94,322.25	127,128.00	_____
	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY						
PC DEBT SERVICE						

SUNDRY	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00	_____
	-----	-----	-----	-----	-----	-----
TOTAL PC DEBT SERVICE	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00	_____
	-----	-----	-----	-----	-----	-----
*** TOTAL EXPENDITURES ***	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00	_____
	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **	1,370.02	604.00	0.00	(14,443.50)	0.00	_____
	=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

310-08 PC DEBT SERVICE

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

OTHER REVENUE							

451.01	INTEREST INCOME	928.27	181.71	0.00	0.00	0.00	_____
459.92	EQUITY BALANCE FORWARD	0.00	0.00	0.00	0.00	0.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL OTHER REVENUE		928.27	181.71	0.00	0.00	0.00	
INTERGOVERNMENTAL REVENUE							

493.05	XFER IN- FD 504 08 DEBT	127,542.00	124,202.04	125,763.00	94,322.25	127,128.00	_____
		-----	-----	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL REVENUE		127,542.00	124,202.04	125,763.00	94,322.25	127,128.00	
493.05	XFER IN- FD 504 08 DEBT	PERMANENT NOTES:					
		FORT REVENUE FUND SERIES 2008, COMBINATION TAX AND SURPLUS					
		HARBOR SYSTEM REVENUE CERTIFICATES OF OBLIGATION					
		-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **		128,470.27	124,383.75	125,763.00	94,322.25	127,128.00	
		=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

310-08 PC DEBT SERVICE
 PC DEBT SERVICE
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
SUNDRY							
51000552.01 DEBT SERVICE-PRINCIPAL	85,000.00	85,000.00	90,000.00	90,000.00	95,000.00		
51000552.02 DEBT SERVICE-INTEREST	42,100.25	38,779.75	35,763.00	18,765.75	32,128.00		
51000552.03 DEBT SERVICE-AMORTIZATION	0.00	0.00	0.00	0.00	0.00		
51000552.04 PAYING AGENT	0.00	0.00	0.00	0.00	0.00		
TOTAL SUNDRY	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00		
TOTAL PC DEBT SERVICE	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00		
*** TOTAL EXPENDITURES ***	127,100.25	123,779.75	125,763.00	108,765.75	127,128.00		
*** END OF REPORT ***							

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

315-12 STREET DEBT SERVICE

FINANCIAL SUMMARY

	----- CURRENT YEAR -----					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

REVENUE SUMMARY						
TAXES	332,057.26	332,791.73	323,747.00	368,607.03	322,606.00	
OTHER REVENUE	3,651.50	3,835.38	0.00	1,653.13	0.00	

** TOTAL REVENUE **	335,708.76	336,627.11	323,747.00	370,260.16	322,606.00	
=====						
EXPENDITURE SUMMARY						
03 STREET DEBT SERVICE						

SUNDRY	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00	

TOTAL 03 STREET DEBT SERVICE	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00	

*** TOTAL EXPENDITURES ***	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00	
=====						
** REVENUE OVER (UNDER) EXPENDITURES **	9,733.76	6,790.61	0.00	56,864.41	0.00	
=====						

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

315-12 STREET DEBT SERVICE

REVENUES		*----- CURRENT YEAR -----*					
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPE
TAXES							
411.01	PROPERTY TAXES-CURRENT	322,583.90	325,000.00	315,747.00	362,324.92	322,606.00	
411.02	PROPERTY TAXES-DELINQUENT	9,473.36	7,791.73	8,000.00	6,282.11	0.00	
TOTAL TAXES		332,057.26	332,791.73	323,747.00	368,607.03	322,606.00	
411.01	PROPERTY TAXES-CURRENT	PERMANENT NOTES: SERIES 2012, GTENERAL OBLIGATION REFUNDING BONDS PAID WITH PROPERTY TAXES (OLD 2003 AND 2005)					
OTHER REVENUE							
451.01	INTEREST INCOME	3,651.50	3,835.38	0.00	1,653.13	0.00	
451.02	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE		3,651.50	3,835.38	0.00	1,653.13	0.00	
** TOTAL REVENUE **		335,708.76	336,627.11	323,747.00	370,260.16	322,606.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

315-12 STREET DEBT SERVICE
 03 STREET DEBT SERVICE
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
SUNDRY							
51000552.01 DEBT SERVICE-PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	
51000552.02 DEBT SERVICE-INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	
51000552.03 DEBT SERVICE-ADMIN FEE	450.00	300.00	300.00	150.00	300.00		
51000552.05 DEBT SERV. - PRINCIPAL 2012	290,000.00	300,000.00	300,000.00	300,000.00	305,000.00		
51000552.06 DEBT SERVICE- INTEREST 2012	35,525.00	29,536.50	23,447.00	13,245.75	17,306.00		
51000552.20 PAYMENT TO ESCROW	0.00	0.00	0.00	0.00	0.00		
TOTAL SUNDRY	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00		
TOTAL 03 STREET DEBT SERVICE	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00		
*** TOTAL EXPENDITURES ***	325,975.00	329,836.50	323,747.00	313,395.75	322,606.00		

*** END OF REPORT ***

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

321-2016 GO REFUNDING BOND

FINANCIAL SUMMARY	*----- CURRENT YEAR -----*					
	YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
	LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

REVENUE SUMMARY						
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	_____
INTERGOVERNMENTAL REVENUE	651,880.55	795,011.04	798,680.00	599,010.03	795,785.00	_____
	-----	-----	-----	-----	-----	-----
** TOTAL REVENUE **	651,880.55	795,011.04	798,680.00	599,010.03	795,785.00	_____
	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY						
2016 UTILITY DEBT SERVIC						

SUNDRY	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	_____
	-----	-----	-----	-----	-----	-----
TOTAL 2016 UTILITY DEBT SERVIC	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	_____
	-----	-----	-----	-----	-----	-----
*** TOTAL EXPENDITURES ***	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	_____
	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **	224,740.55	1,215.79	0.00	(183,444.47)	0.00	_____
	=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

321-2016 GO REFUNDING BOND

REVENUES		*----- CURRENT YEAR -----*					BUDG WORKSPA
		YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	

OTHER REVENUE							

451.01	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE		0.00	0.00	0.00	0.00	0.00	
INTERGOVERNMENTAL REVENUE							

493.01	XFER IN- FD 501	651,880.55	795,011.04	798,680.00	599,010.03	795,785.00	
TOTAL INTERGOVERNMENTAL REVENUE		651,880.55	795,011.04	798,680.00	599,010.03	795,785.00	
493.01	XFER IN- FD 501	PERMANENT NOTES: SERIES 2016, GENERAL OBLIGATION REFUNDING BONDS PUBLIC UTY FUND WATER & SEWER (2004, 2007 & 2007)					
** TOTAL REVENUE **		651,880.55	795,011.04	798,680.00	599,010.03	795,785.00	

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

321-2016 GO REFUNDING BOND
 2016 UTILITY DEBT SERVIC
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----* AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA

SUNDRY						
51000552.01 DEBT SERVICE- PRINCIPAL	370,000.00	745,000.00	760,000.00	760,000.00	770,000.00	
51000552.02 DEBT SERVICE- INTEREST	57,140.00	48,645.25	38,530.00	22,304.50	25,635.00	
51000552.03 ADMINISTRATIVE FEE	0.00	150.00	150.00	150.00	150.00	
TOTAL SUNDRY	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	
TOTAL 2016 UTILITY DEBT SERVIC	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	
*** TOTAL EXPENDITURES ***	427,140.00	793,795.25	798,680.00	782,454.50	795,785.00	
*** END OF REPORT ***						

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2020

322-SERIES 2018 DEBT SERVICE

FINANCIAL SUMMARY

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSPA
--	----------------------------	---------------------	----------------------------	-------------------	-----------------	---------------------	-----------------

REVENUE SUMMARY

OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	
INTERGOVERNMENTAL REVENUE	0.00	47,381.25	131,426.00	98,569.53	133,201.00		
*** TOTAL REVENUE ***	0.00	47,381.25	131,426.00	98,569.53	133,201.00		

EXPENDITURE SUMMARY

SERIES 2018 PORT REV CO

SUNDRY	0.00	50,338.48	131,426.00	101,987.50	133,201.00		
TOTAL SERIES 2018 PORT REV CO	0.00	50,338.48	131,426.00	101,987.50	133,201.00		

*** TOTAL EXPENDITURES ***	0.00	50,338.48	131,426.00	101,987.50	133,201.00		
*** REVENUE OVER (UNDER) EXPENDITURES ***	0.00	(2,957.23)	0.00	(3,417.97)	0.00		

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

322-SERIES 2018 DEBT SERVICE

REVENUES

		----- CURRENT YEAR -----					
		YEAR BEFORE	LAST YEAR	AMENDED	Y-T-D	NEXT YEAR	BUDG
		LAST ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	WORKSPA

OTHER REVENUE							

451.01	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE		0.00	0.00	0.00	0.00	0.00	
INTERGOVERNMENTAL REVENUE							

493.05	XFER IN- FD 504 2018 DEBT	0.00	47,381.25	131,426.00	98,569.53	133,201.00	
TOTAL INTERGOVERNMENTAL REVENUE		0.00	47,381.25	131,426.00	98,569.53	133,201.00	
493.05	XFER IN- FD 504 2018 DEBT	PERMANENT NOTES:					
		SERIES 2018, COMBINATION TAX AND SURPLUS HARBOR SYSTEM					
		REVENUE CERTIFICATES OF OBLIGATION					
		(PURCHASE OF 3 PROPERTIES AND BULKHEAD AT HARBOR OF REFUGE					

** TOTAL REVENUE **		0.00	47,381.25	131,426.00	98,569.53	133,201.00	
		=====	=====	=====	=====	=====	=====

C I T Y O F P O R T L A V A C A
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2020

322-SERIES 2018 DEBT SERVICE
 SERIES 2018 PORT REV CO
 DEPARTMENT EXPENDITURES

	YEAR BEFORE LAST ACTUAL	LAST YEAR ACTUAL	*----- CURRENT YEAR -----*	AMENDED BUDGET	Y-T-D ACTUAL	NEXT YEAR BUDGET	BUDG WORKSP

SUNDRY							
51000552.01 DEBT SERVICE- PRINCIPAL	0.00	0.00	70,000.00	70,000.00	75,000.00		
51000552.02 DEBT SERVICE- INTEREST	0.00	50,338.48	61,426.00	31,587.50	57,801.00		
51000552.03 ADMINISTRATIVE FEE	0.00	0.00	0.00	400.00	400.00		
TOTAL SUNDRY	0.00	50,338.48	131,426.00	101,987.50	133,201.00		
TOTAL SERIES 2018 PORT REV CO	0.00	50,338.48	131,426.00	101,987.50	133,201.00		
*** TOTAL EXPENDITURES ***	0.00	50,338.48	131,426.00	101,987.50	133,201.00		
*** END OF REPORT ***							

APPENDIX

Budgetary Process and Guidelines

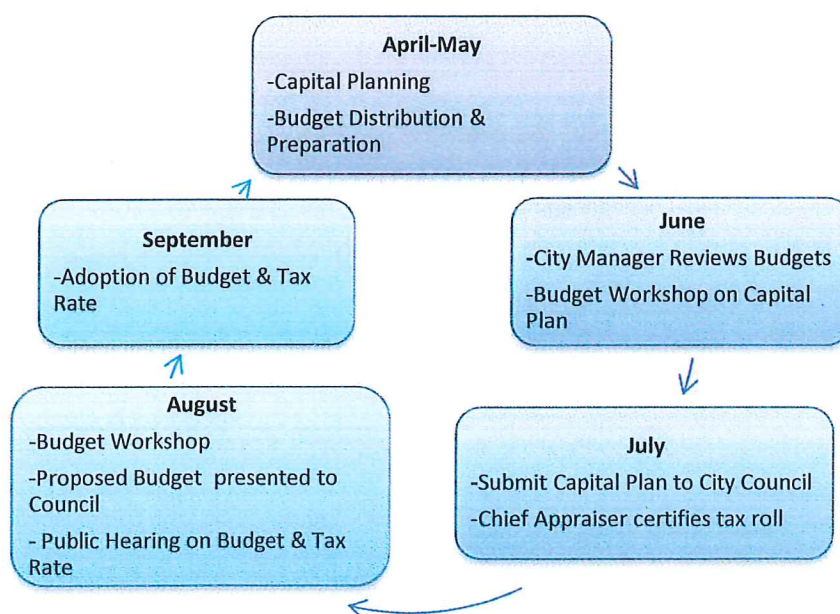
The purpose of this segment is to explain the budgetary policies and process of the City of Port Lavaca. This narrative describes the legal requirements, budgeting standards and basic rationale of the budget process.

Purpose of the Budget

The purpose of the annual operating budget of the City of Port Lavaca is to:

- Act as a financial plan which describes the activities that will be undertaken during the current fiscal year.
- Define the resources available for the completion of those activities.
- Determine the level of taxation necessary to generate required revenue resources.
- Act as an operations guide by providing levels of expenditures allowed for the accomplishment of departmental and program objectives.
- Provide the public with information about the activities and objectives of the various city departments and programs and the financial condition of the City.

Budget Calendar Cycle



Summary Description of the Budget Process

As previously stated, the City Charter, under Article 7.01 provides, "the fiscal year of the City of Port Lavaca shall begin on the first day of October of each calendar year and shall end on the last day of September of each following calendar year. Such fiscal year shall also constitute the budgeted and accounting year."

The Charter requires that the City Manager provide a complete financial plan for the fiscal year. The plan must contain, among other things, a budget message explanatory of the budget and any significant changes, an analysis of property valuation and tax rate, and detail concerning fund revenues and expenditures.

Upon receipt of the proposed budget, the Council orders a public hearing on the budget. By State law (Section 102.003 of the Local Government Code), the Council is required to hold a public hearing on the budget not less than fifteen (15) days after the budget is filed. By Charter, at least seven (7) days prior to the date of the budget hearing, a public notice of such hearing must be published. The Charter requires that the Council adopt a budget prior to the beginning of the fiscal year. Normally, the Council sets the tax rate for the coming fiscal year during the same meeting in which they adopt the budget ordinance.

The City Manager and Finance Director prepare estimates of revenues and cash balances for the coming budget year. Departments are asked to submit budget requests to the City Manager during April. In May and June, the City Manager and Director of Finance meet with departments to discuss their budget requests and develop line item funding proposals for each department and fund. Then the City Manager submits his proposed budget to the City Council. The Council will then examine the Budget and have one or more hearings and/or work sessions on the budget. The Council normally votes on the budget ordinance in the first or second week of September.

After the budget is adopted by the Council, copies are available for public inspection in the City Finance Department and at the office of the City Secretary.

On the effective date of the budget, October first (1st), the amounts adopted by the City Council for each line item become appropriated. That is to say, an authorization is made by the City Council which permits the City to incur obligations and make expenditures of resources based on an amount of money adopted by Council.

Legal Requirements

A. City Charter.

The budgetary process of the City of Port Lavaca shall comply with the provisions of Article VII of the City Charter relating to the preparation and execution of the City budget.

B. State Law.

The budgeting process of the City of Port Lavaca shall comply with the Texas Uniform Budget Law (articles 689a-13, 14, 15, and 16) and Section 102.003 of the local government code.

C. Federal Law.

The budgetary procedures of the City of Port Lavaca shall comply with the requirements of Federal Law as they apply to such programs and grants administered by the City.

Budgeting Standards

The budgeting process of the City of Port Lavaca generally conforms to the Governmental Accounting Standards Board (GASB): Principles of Budgeting, Budgetary Control, and Budgetary Reporting as published in the Governmental Accounting, Auditing and Financial Reporting (GAAFR). In addition, the budget document is believed to generally satisfy the evaluation criteria of the budget awards program of the Governmental Finance Officers Association.

Budget Policies as set forth in the City Charter

Fiscal Year

The fiscal year of the City of Port Lavaca shall begin on the first day of October of each calendar year and shall end on the last day of September of each next following calendar year. Such fiscal year shall also constitute the budget and accounting year.

Preparation, Submission and Content of Budget

The City Manager shall submit to the Council a proposed budget, of which the budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

1. A budget message, explanatory of the budget, in which the message shall contain an outline of the financial policies of the City for the Fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditure and items and shall explain any major changes in financial policy.
2. A consolidated statement of receipts and expenditures for all funds.
3. An analysis of property valuations.
4. An analysis of tax rate.

5. Tax levies and tax collections by years for at least five years.
6. General fund resources in detail.
7. Summary of proposed expenditures by fund, department and activity.
8. A revenue and expense statement for all types of bonds.
9. A description of all bond issues outstanding showing rate of interest, date of issue, maturity date, amount authorized, amount issued and amount outstanding.
10. A schedule of requirements for the principal and interest on each issue of bonds.
11. A special funds section.
12. The appropriation ordinance.
13. The tax levying ordinance.
14. The capital improvement program for the budget year and proposed method of financing.
15. A capital improvement plan covering the succeeding five years and proposed method of financing.
16. A summary of the condition of machinery, equipment and buildings.

Anticipated Revenues and Proposed Expenditures Compared With Other Years

The City Manager, in preparation of the budget, shall show in parallel columns, opposite the various properly classified items of revenues and expenditures, the actual amount of such items for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year.

Estimated Expenditures Shall Not Exceed Estimated Resources

The total established expenditures of the general fund and debt service shall not exceed the total resources of each fund. The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Municipal Accounting, or some other nationally accepted classification.

Surplus and Encumbrances

Anticipated revenues shall include the surplus arising from unencumbered appropriation balances at the beginning of the budget year and from receipts of revenues in excess of the estimates in the budget. Encumbrances of appropriation at the end of the fiscal year shall be detailed and shall include only those evidenced by signed purchase orders or contracts.

Budgetary Basis

Basis of accounting refers to the point in time at which revenues and expenditures are recognized in the accounts and reported in the financial statements. The budget of each City fund, with the subsequently noted exceptions, is prepared consistently with the basis of accounting used for that fund.

Budget Amendments

The City Charter, under Article 8.03 (Transfer of Appropriations) provides, "With the approval of the City Council, the City Manager may at any time transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency. At the request of the City Manager, and within the last three months of the fiscal year, the Council may by resolution transfer any unencumbered appropriation balance or portion thereof from an office, department or agency to another".

Lapse of Appropriations

All appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or lawfully encumbered.

Appropriations for the Department of Recreation and Parks as required by Article 6.01, Section D, shall be considered as lawfully encumbered and not lapse, but shall be set aside and shall accumulate from year to year until finally expended by the Department of Recreation and Parks for its lawful purposes.

Basic Budgetary Units

The budget of the City of Port Lavaca is both an annual operating budget and a capital budget. The operating budget contains current operations and services, current maintenance, debt service and is funded by funds currently available. Current expenses for capital outlay are included as expenditures.

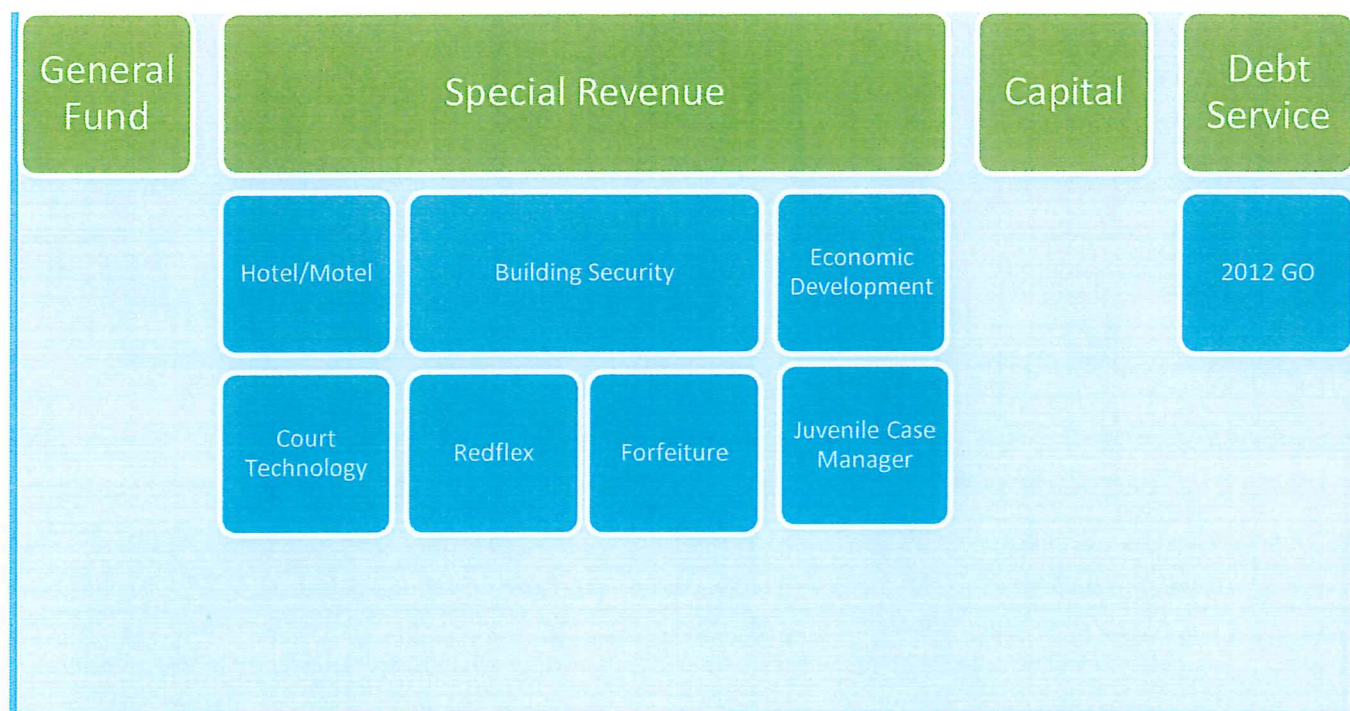
The organizational arrangement of the budget document is based upon the format reflecting the funds of the City, the departments associated with each fund, followed by revenue and expenditure categories.

Fund Structure

Governmental Funds

Governmental Funds are used to account for all or most of the City's general activities. The **modified accrual basis of accounting** is used for governmental funds (general, special revenue, debt service and capital projects), expendable trust funds and agency funds. Revenues are recognized in the accounting period in which they become measurable and reliable as net current assets; that is, collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred.

Governmental Fund Structure – Modified Basis

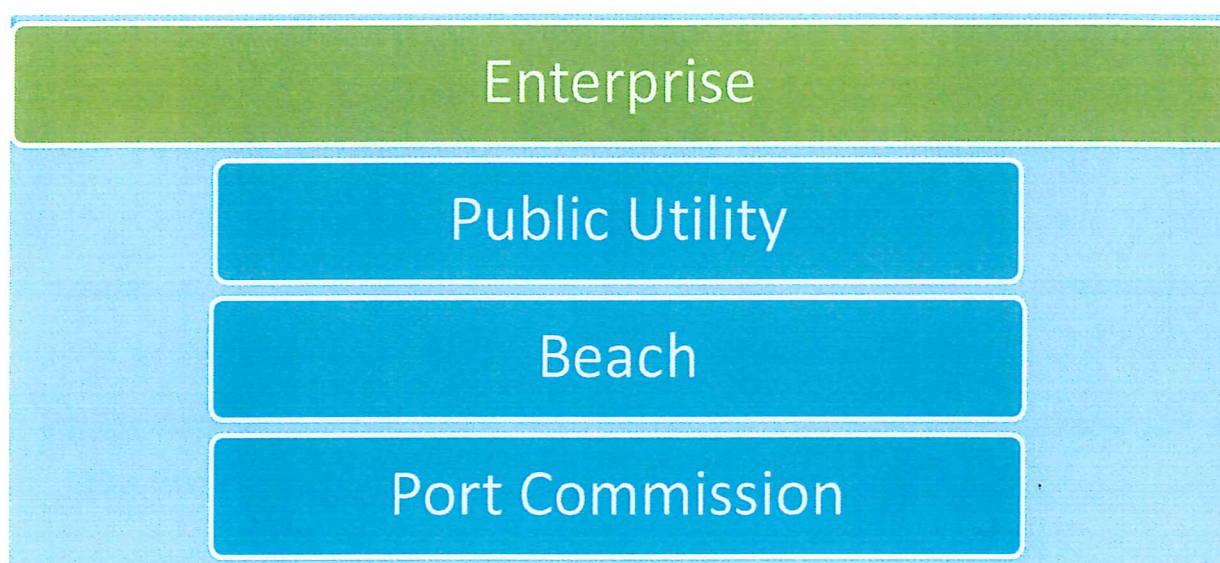


*Although the City has a number of funds shown above, only the General Fund, Hotel/Motel and Debt Service Fund(s) are appropriated. All City funds are audited annually.

Proprietary Funds

Proprietary funds are used to account for the operations and maintenance of City facilities and services. The ***accrual basis of accounting*** is used for proprietary funds (enterprise funds and internal service funds). Revenues are recognized in the accounting period in which they are earned and expenses recognized in the period in which they are incurred. The City budgets to cover depreciation expense. Capital leases, capital outlay and debt principal payments are budgeted as expenditures and then reclassified at year-end.

Proprietary Fund Structure – Accrual Basis



*All funds above are appropriated and audited annually.



Resolution of the City of Port Lavaca, Texas

No. R-081020-1

Budgetary & Financial Management Policies

The goal of formally adopting financial management and budgetary policies is to provide sound guidelines in planning the City's financial future. The adoption and adherence to these policies will help ensure long-term financial stability and a healthy financial position for the City of Port Lavaca.

General Budgetary Policies

Budget Preparation

The City Budget shall be prepared in accordance with all applicable Charter requirements and State laws. The goal each year shall be to present the Proposed Budget to Council no later than six weeks prior to the end of the fiscal year and for the final approval of the Budget to be ready for Council action no later than two weeks before the end of the fiscal year. The Budget shall be comprehensive in nature and address all major funds of the City.

Government Finance Officer Association Distinguished Budget Program

The goal each year will be for the City's Budget to conform to the requirements of the Distinguished Budget Program of the G.F.O.A. and be submitted thereto for peer review.

Balanced Budget

It shall be a requirement each year for the budget of each fund to be balanced. This means that total resources available, including prior year ending resources plus projected revenues, shall be equal to or greater than the projected expenditures for the coming year. In a case where a deficit fund balance does occur, the goal shall be to limit deficits to only those amounts representing one-time capital expenditures and/or to adjust revenues and/or expenses so that the deficit is eliminated in no more than two budget years.

Public Hearings, Availability of Budget to Public

Upon completion of the City Manager's Proposed Budget to Council, the City holds public hearings in August. A copy of the Proposed Budget is made available in the City Secretary's Office or on the City's website. These hearings provide the Citizens of Port Lavaca a chance to ask questions as well as an opportunity for Council to hear any recommendations before final approval of the budget.

Cost Center Accounting and Budgeting

It shall be the policy of the City to allocate cost, and budget accordingly, to the various funds to the extent practical. This includes such items as utility costs, fuel costs, vehicle lease charges, overhead manpower and insurance fees.

Bond Ratings

It shall be the City's long-term goal to improve its bond ratings for general obligation bonds and revenue bonds. The City's policy shall be to manage its budget and financial affairs in such a way so as to promote enhancement of its bond ratings. This financial management includes the following:

- *Develop and maintain a multi- year operating budget*
- *Develop and maintain a multi-year capital improvements plan*
- *Implement financial procedures to quickly identify financial problems & limit budget shortfalls*
- *Review projected revenue methodologies annually*
- *Review method of determining appropriate cash reserve levels annually*

Administrative Overhead Fee to Enterprise Funds

It shall be the budgetary policy of each enterprise fund to pay to the General Fund an amount as set by the Budget each year. This charge shall be set as a percent of fund revenues and shall be construed as a payment for general administrative overhead, including management, accounting, legal, and personnel services. From an accounting perspective, such fee shall be treated as a fund operating transfer.

Budget Projections for Revenues and Expenditures

Most individual budget projections are a collaborative effort between the Division Heads, the Director of Finance, and the City Manager. The Director of Finance will note the methodology for estimating each major revenue or expense item budgeted; taking into consideration the insight of the respective Division Head. Revenue and expense estimates are always to be conservative so as to reduce any potential for budget shortfalls.

Maintenance of Plant and Equipment

The operating budget will provide for the adequate maintenance and replacement of the capital plant, building, infrastructure, and equipment. Deferral of such costs on a long-term continued basis will not be an acceptable policy to use in balancing the budget.

Financial Management Policies

Fund Balance Policy

Purpose

The purpose of this policy is to establish a key element of the financial stability of the City of Port Lavaca by setting guidelines for fund balance in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54. Unassigned fund balance is an important measure of economic stability and it is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and other similar circumstances. This policy will ensure the City maintains adequate fund balances in the operating fund with the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Offset significant economic downturns or revenue shortfalls, and
4. Provide funds for unforeseen expenditures related to emergencies.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – The fund equity of a governmental fund for which an accounting distinction is made between the portions that are spendable and non-spendable.

Fund Balance reporting in governmental funds: Fund balance will be reported in governmental funds under the following categories using the *definitions* provided by GASB Statement No. 54:

- 1) **Non-spendable fund balance** – includes the portion of net resources that cannot be spent because of their form (i.e. inventory, long-term loans, or prepays) or because they must remain in-tact such as the principal of an endowment.
- 2) **Restricted fund balance** – includes the portion of net resources on which limitations are imposed by creditors, grantors, contributors or by laws or regulations of other governments (i.e. externally imposed limitations). Amounts can be spent only for the specific purposes stipulated by external resource providers or as allowed by law through constitutional provisions or enabling legislation. Examples include impact fees and bond proceeds.

- 3) **Committed fund balance** – includes the portion of net resources upon which the Council has imposed limitations on use. Amounts that can be used only for the specific purposes determined by a *formal action* of the council. Commitments may be changed or lifted only by the Council taking the same *formal action* that originally imposed the constraint. The formal action must be approved before the end of the fiscal year in which the commitment will be reflected on the financial statements.
- 4) **Assigned fund balance** – includes the portion of net resources for which an *intended* use has been established by the City Council or the City Official authorized to do so by the City Council. Assignments of fund balance are much less formal than commitments and do not require formal action for their imposition or removal. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed which indicates that resources are, at a minimum, intended to be used for the purpose of that fund.

Authority to Assign - The City Council delegates the responsibility to assign funds not to exceed \$25,000 to the City Manager or their designee to be used for specific purposes. City Council shall have the authority to assign any amount of funds to be used for specific purposes. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular fund. The assignments may occur subsequent to fiscal year-end.

- 5) **Unassigned fund balance** – includes the amounts in the general fund in excess of what can properly be classified in one of the other four categories of fund balance. It is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose. Negative residual amounts for all other governmental funds are reported in this classification.

Minimum Unassigned Fund Balance

General Fund - Being a City on the Gulf Coast, it shall be the goal of the City to maintain a fund balance in the General Fund equal to 180 days of the operating expenditures and a policy to maintain an **unassigned** fund balance of no less than 120 days of operating expenditures as to provide operating liquidity and contingency funding for non-specific unscheduled expenditures such as natural disasters or major unexpected expenditures. In the event that the unassigned fund balance is calculated to be less than the policy stipulates, the City shall plan to adjust budget resources in subsequent fiscal years to restore the balance.

Hotel/Motel Tax Fund – Since the City's Convention Center (Bauer Center) qualifies for use of Hotel/Tax, it shall be the goal of the City to maintain a fund balance in the Hotel/Motel Fund to support the annual cost for improvements and maintenance of the Bauer Center. The proper level of this unassigned fund balance will be based on the most recent three year average cost of maintenance and operations of the Bauer Center or \$250,000 whichever is greater.

Committed Fund Balances

- *Fixed or Capital Asset Replacement*- The City Council commits an additional portion of the General Fund Reserve for fixed asset replacement related to machinery and equipment. On an annual basis, the City strives

to commit dollars equal to one year's depreciation expense of machinery and equipment for assets on record as of the previous fiscal year end. The balance at year end in this account will be the committed fund balance.

Replenishment of Minimum Fund Balance Reserves

If unassigned fund balance unintentionally falls below 120 days or if it is anticipated that at the completion of any fiscal year the projected unassigned fund balance will be less than the minimum requirement, the City Manager shall prepare and submit a plan to restore the minimum required level as soon as economic conditions allow. The plan shall detail the steps necessary for the replenishment of fund balance as well as an estimated timeline for achieving such.

These steps may include, but are not limited to, identifying new, nonrecurring or alternative sources of revenue; increasing existing revenues, charges and/or fees; use of year end surpluses; and/or enacting cost saving measures such as holding capital purchases, reducing departmental operating budgets, freezing vacant positions and/or reducing the workforce. The replenishment of fund balance to the minimum level shall be accomplished within a three-year period. If restoration of the reserve cannot be accomplished within such a period without severe hardship to the City of Port Lavaca, then the Council shall establish an extended time line for attaining the minimum balance.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the Council and unassigned fund balance), the Council will first spend the most restricted funds before moving down to the next most restrictive category with available funds.

Appropriation of Unassigned Fund Balance

Appropriation from the minimum unassigned fund balance shall require the approval of the City Council and shall be utilized only for one-time expenditures, such as capital purchases and not for ongoing operating expenditures unless a viable revenue plan designed to sustain the expenditure is simultaneously adopted.

The Council may appropriate unassigned fund balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the established minimum.

Monitoring and Reporting

The Director of Finance shall be responsible for monitoring and reporting the City's reserve balances. The City Manager is directed to make recommendations to the Council on the use of reserve funds both as an element of the annual operating budget submission and from time to time throughout the fiscal year as needs may arise. Compliance with the provisions of the policy shall be reviewed as a part of the annual operating budget adoption process and subsequent review will be included in the annual audit and financial statement preparation procedures.

Revenue Management Policy

The City strives for the following optimum characteristics in its revenue system:

- ***Simplicity and Certainty.*** The City shall strive to keep the revenue classification system simple to promote understanding of the revenue sources. The City shall describe its revenue sources and enact consistent collection policies to provide assurances that the revenue is collected according to budgets and plans.
- ***Equity.*** The City shall make every effort to maintain equity in its revenue system structure. The City shall minimize all forms of subsidization between entities, funds, services, utilities and customers.
- ***Realistic and Conservative Estimates.*** Revenues are to be estimated realistically. Revenues of volatile nature shall be budgeted conservatively.
- ***Centralized Reporting.*** Receipts will be submitted daily to the Finance Department for deposit and investment. Daily transaction reports and supporting documentation will be prepared.
- ***Review of Fees and Charges.*** The City shall review all fees and charges annually in order to match fees and charges with the cost of providing that service.
- ***Aggressive Collection Policy.*** The City shall follow an aggressive policy of collecting revenues. Utility services will be discontinued (i.e. turned off) for non-payment in accordance with established policies and ordinances. The Calhoun County Appraisal District is responsible for delinquent tax collection, through the central collection agency, and shall be encouraged to collect delinquent property taxes using an established tax suit policy and sale of real and personal property to satisfy non-payment of property taxes. A warrant officer in the Police Department will aggressively pursue outstanding warrants and the Court will use a collection agency to pursue delinquent fines.

Use of Fund Balance and Non-Recurring Revenues

The City will use non-recurring revenues and excess fund balance for capital expenditures or for non-recurring expenditures. These non-recurring revenues will not be used to fund recurring type maintenance and operating costs.

Property Tax Revenue

All real and business personal property located within the City shall be valued at 100% of the fair market value based on the appraisal supplied by the Calhoun County Appraisal District. Reappraisal and reassessment is as provided by the Appraisal District. A ninety-six percent (96%) collection rate shall serve each year as a goal for tax collections and the budgeted revenue projection shall be based on the average collection rate calculated by the Calhoun County Appraisal District. Property tax rates shall be maintained at a rate adequate to fund an acceptable service level. Based upon taxable values, rates will be adjusted to fund this service level. Collection services shall be contracted out with a central collection agency, currently the Calhoun County Appraisal District.

Interest Income

Interest earned from investment of available monies, whether pooled or not, shall be distributed to the funds in accordance with the equity balance of the fund from which monies were invested.

User Based Fees and Service Charges

For services associated with a user fee or charge, the direct and indirect costs of that service shall be offset wholly or

partially by a fee where possible. There shall be an annual review of fees and charges to ensure that the fees provide adequate coverage of costs of services.

Water and Wastewater Rates and other fees for Services

Water, wastewater and garbage fees shall be set to generate revenues required to cover operating expenditures, including depreciation, meet the legal requirements of applicable bond covenants and provide for an adequate level of working capital. It is the policy of the City that the Water and Wastewater Fund, and other enterprise funds, not be subsidized by property tax revenue.

Intergovernmental Revenues/Grants/Special Revenues

Grant revenues and other special revenues shall be spent for the purpose(s) intended. The City shall review grant match requirements and include in the budget all grant revenues and expenditures.

Collection of Charges

The City will follow a policy of collecting, on a timely basis, all fees, charges, taxes and other revenues properly due to the City. The City will follow an aggressive policy of collecting all delinquencies due to the City.

Revenue Monitoring

Revenues actually received are to be regularly compared to budgeted revenues (at least monthly) with a formal report to City Council at least quarterly. If revenue estimates are down, the City Manager shall recommend to Council a corrective action to minimize the impact on the budget at the next available Council Meeting.

Expenditure Control Policy

Appropriations

The responsibility for budgetary control lies with the Department Head. Department Heads may not approve expenditures that exceed monies available at the departmental budget level excluding personnel and capital expenditures. Capital expenditures are approved by the City Council on a per project basis normally during the annual budget process. Personnel allocations may not be changed without the approval of City Manager.

Amendments to the Budget

In accordance with the City Charter, under Article 8.03 (Transfer of Appropriations) provides, with approval of the City Council, the City Manager may transfer any unencumbered appropriated balance within any office, department or agency at any time. At the request of the City Manager, and within the last three months of the fiscal year, the Council may by resolution transfer any unencumbered appropriation balance or portion thereof from an office, department or agency, to another.

Central Control

Unspent funds in salary and capital allocation object codes may not be spent for any purpose other than their specifically intended purpose without prior authorization of City Manager.

City's Manager Authority to Amend the Budget

The City Manager is authorized to transfer budgeted amounts within and among departments; however any revisions that alter the total expenditures/expenses must be approved by the City Council.

Purchasing

All purchases shall be made in accordance with the Purchasing Policies approved by the City Council.

Prompt Payment

All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within thirty (30) calendar days of receipt, in accordance with the provisions of state law. Proper procedures shall be established that enables the City to take advantage of all purchase discounts, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

Long-Term Debt Policy

Revenue Bond Sinking Account

It shall be the policy of the City to always be in strict compliance with the requirements of the ordinance that created the Revenue Bond Sinking Account. Monthly payments are to be made to this account each year in accordance with the bond ordinance. The balance in the account must be adequate to cover semi-annual payments as they become due.

General Obligation Bond Debt Service Account

It shall be the policy of the City to always be in strict compliance with the requirements of the ordinance that created the General Obligation Bond Interest and Sinking Fund Account. Taxes, as applicable shall be distributed to this account monthly as received. Utility Revenues transferred to the Interest and Sinking Fund Account shall occur, as needed prior to the semi-annual payment dates. The balance in the account must be adequate to cover semi-annual payments as they become due.

Capital Improvement Plan

The City will develop a multi-year plan to present to Council each year for approval. The City will provide a list of proposed capital improvements, funding recommendations and prospective timing of projects. CIP projects shall be for infrastructure over \$100,000 and facilities over \$50,000. Any maintenance and operational cost shall be disclosed that could impact future operating budgets.

Debt Policy Guidelines

- The City will limit long-term debt to only those capital projects that cannot be financed from current revenues.
- The City will not use long-term debt to finance recurring maintenance and operating costs.
- The City will not issue long-term debt for a period longer than the estimated useful life of the capital project.
- Decisions will be made based on long term goals rather than a short- term fix.
- Debt Service Funds will be managed and invested according to all federal, state and local laws
- Coverage Ratios of Revenue Bonds will always be in compliance with the minimum coverage ratio required by the revenue bond ordinances. It shall be the goal of the City to achieve a budgeted coverage ratio of 1.60.

Other Fund Use Information

Governmental Funds

Most government functions are financed through governmental funds. The acquisition, use and balances of the City's expendable resources and related current liabilities are accounted for through governmental funds. Long-term liabilities and fixed assets are not accounted for through governmental funds.

Proprietary Funds

These funds listed below are used to account for the ongoing activities of the City that are similar to those found in the private sector. These funds are financed through user charges to recover costs of services provided. Proprietary funds use accrual accounting, which means revenues are recognized when they are earned by the City and expenses are recognized when they are incurred. Enterprise funds are considered proprietary funds and are used to account for operations for the City's Public Utility Fund, Light House Beach and Port Revenue Fund.

Working Capital Position- the goal shall be to maintain a working capital position equal to 120 days of the operating budget and a policy to maintain a working capital position no less than 90 days of the operating budget. In addition, the City budgets to cover depreciation expense, therefore the City shall designate a portion of the reserve for fixed asset replacement equal to one year's depreciation of all assets.

Public Utility Fund

It shall be the general policy of the City to commit a portion of the reserve to fixed asset replacement as it budgets for revenue to cover depreciation.

The City shall establish a project fund that will be funded by unanticipated revenues or revenue surpluses. This fund shall be used to fund unanticipated projects or to retire debt early.

Beach and Port Revenue Fund

It will be the general policy of the City that the fees collected will be spent on maintenance of the facilities grounds and other structures. The general fund tax dollars will not be used for this purpose.



Investment Policy Summary

- I. **POLICY STATEMENT** It is the policy of the City that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state statutes governing the investment of public funds.
- II. **SCOPE** This investment policy applies to all the financial assets and funds of the City. The City commingles its funds into one pooled investment fund for investment purposes to provide efficiency and maximum investment opportunity. These funds are defined in the City's Comprehensive Annual Financial Report (CAFR).
- III. **STATEMENT** Any new funds created by the City shall be included unless specifically exempted by the City Council and this policy.

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield.



Capital Asset Policy

Purpose and Objectives

The purpose of the Capital Asset Policy is to establish guidelines to ensure that accurate records of assets owned, purchased, replaced, sold and/or traded-in are maintained. The objectives are:

- To manage and maintain the capital asset portfolio of the City which includes land, buildings, building improvements, machinery, furniture, equipment, vehicles, works of art and historical treasures, infrastructure, and construction in progress.
- To determine the appropriate depreciation method to use in accordance with Generally Accepted Accounting Principles (GAAP).
- To provide the City with accurate record keeping for inventory and financial reporting purposes.

Responsibility and Authority

The Director of Finance shall be responsible for ensuring the principles and policies set in the Capitalization Policies and Guidelines are consistently applied and carried out in the conformity with Generally Accepted Accounting Principles (GAAP) for Governments. As such the Director of Finance shall assure that this policy is carried out in conformity with the financial policies, goals and strategies set forth by the City Manager, the Mayor, and the City Council.

Overview

Costs to obtain tangible assets with lives with greater than one year are called capital expenditures, and such expenditures are commonly said to be capitalized. Expenditures treated as expense of the current period are called operating expenses. There are several factors involved in determining whether expenditure is to be classified as a capital expenditure or as an operating expense. Following is a synopsis of guidelines used to determine whether or not an item is to be capitalized.

Criteria for Capitalization

For the purpose of this policy, a "capital asset" must be capitalized if they meet the following criteria:

- The expected useful life is longer than one year.
- The asset has at least a unit cost of \$5,000.00 or more.

- Expenditures that materially add to the value or prolong the life of existing equipment will be considered capital assets and will be appropriately capitalized.
- The item belongs to one of the general classes of assets as defined by general accounting terms.
- Land (all land capitalized regardless of cost)
- Buildings and Building Improvements
- Equipment
- Improvements other than Buildings
- Infrastructure assets

Infrastructure assets are long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems.

A capitalization threshold is the cost established by the Director of Finance that must be met or exceeded if an asset is to be recorded and depreciated as a capital asset. The capitalization threshold is based on the cost of a single asset. Assets that do not meet the capitalization threshold will be recorded as expenditures or expenses. **For the purposes of property control (insurance, security, etc.), the Director of Finance and/or department heads may develop and maintain the appropriate record keeping system(s) to account for assets which do not meet the capitalization threshold.** Some circumstances, assets with a unit cost less than \$5,000 may be capitalized if they are part of a large project or renovation or if the improvement added to the value or prolonged the life of the asset. This determination will be made by the Finance and Accounting Department at the time of the initial request for purchase of the asset.

Useful Lives and Thresholds of Capital Assets

Class	Asset	Capitalization Life (Yrs.)	Threshold (\$)
Land	Land and Site Improvements	Inexhaustible	Any Value
Buildings	Buildings	50	50,000
Buildings	Building Improvements	10-50	10,000
Equipment	Accounting Systems	5-10	5,000
Equipment	Construction Machinery	10	5,000
Equipment	Misc. Equipment	5-10	5,000
Equipment	Fire Fighter Apparatus	10	5,000
Equipment	Computer Hardware/ Software	5	5,000
Improvements	Fences, Trails, etc.	20	20,000
Improvements	Docks	10	20,000
Improvements	Dredging	10	50,000
Improvements	Parks and Playgrounds	20	50,000
Improvements	Swimming Pools	20	50,000
Infrastructure	Bridges & Tunnels	50	100,000
Infrastructure	Curbs & Sidewalks	50	50,000
Infrastructure	Drainage	50	100,000
Infrastructure	Parking Lots	25	20,000
Infrastructure	Lift Stations	15	20,000
Infrastructure	Sewer	50	100,000
Infrastructure	Streets (Primary)	50	100,000
Infrastructure	Streets (Secondary)	40	100,000
Infrastructure	Traffic Signals and Signs	25	50,000



**Resolution of the City of Port Lavaca, Texas
No. R-073020-1**

**A RESOLUTION ADOPTING A FIVE-YEAR CAPITAL IMPROVEMENT
PROGRAM (CIP) IN COMPLIANCE WITH THE CITY CHARTER**

WHEREAS the City Charter requires the City Manager to submit a plan for capital improvement covering the succeeding five years and proposed method of financing to the City Council prior to the beginning of each budget year; and,

WHEREAS the City Manager submitted a Five-Year Capital Program to the City Council on June 29, 2020 in compliance with the City Charter and,

WHEREAS the City Council has reviewed the Five-Year Capital Program, found it to be in compliance with all City Charter and believes its approval by resolution is in the best interest of Port Lavaca residents.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

THAT the Five-Year Capital Program (October 1, 2020 – September 30, 2025), a copy of which is attached hereto and incorporated in the Fiscal Year Budget 2020-2021, is hereby adopted in compliance with the City Charter.

PASSED and APPROVED this 30th day of July 2020.

ATTEST:



Mandy Grant, City Secretary



Jack Whitlow, Mayor

Accounting for Capital Assets

City owned land, buildings, and infrastructure will be segregated from furniture and equipment in separate accounts. The City will follow the new GASB 34 guidelines as it maintains Capital Asset Records of the City. Proper insurance coverage must be maintained by the City for all premises, furniture, and equipment. Coverage amounts will be reviewed yearly by a designated officer of the City and presented to the City Council for approval.

It is the responsibility of the Finance and Accounting Department to record the costs of capitalized assets acquired and to maintain accurate inventory and depreciation records. Capital assets that meet the minimum capitalization threshold will be recorded at historical cost and depreciated on a straight-line method for financial statement purposes. Entries to record depreciation on new purchases will be calculated and posted at fiscal year-end. Donated capital assets will be recorded at their estimated fair value at the time of acquisition, including any ancillary charges. Property will be recorded at historical cost unless there has been a permanent loss of value that should be reflected in the capital asset accounts. The value will usually include costs related to acquisition including freight, delivery, training, and installation.

Construction in Progress (CIP)

Should time required to complete a project extend past the close of any accounting period, it will be placed in (CIP) and not capitalized until project is complete.

Capital Leases

All policies and procedures mentioned above also apply to capitalized leases. All lease purchases and/or agreements must be in compliance with all applicable laws and regulations. Any operating leases which will not be capitalized will be approved by the Mayor. All copies of lease agreements should be maintained by the City Secretary and Director of Finance. Capital leases will be recorded on the books and will be accounted for in accordance with Generally Accepted Accounting Principles as it applies to municipalities.

Fixed Asset Components

An **addition** is a new and separate asset or an extension of an existing asset. All assets will be added according to the thresholds established at the time of acquisition. **Improvements** are added based on the thresholds established as long as it seems reasonable that the improvement adds value to the existing asset. Infrastructure improvements will be added after consultation from our City Engineer to obtain the value that was added taking into consideration of any disposals that may have occurred during the construction.

Approved Positions for FY 2020-2021 (City Council Annual Approval)

The City Council approves the number of part-time and full-time positions annually. The purpose of this schedule is to designate how many positions are authorized. The information about each department is included in the Staffing Levels Table.

Approved by Council for 2018-2019 Budget:

- Amount of Pay Increase Allocated
- Number of Positions (97)

<i>Occupational Department</i>	<i>No. Of Positions FY 2018-2019</i>	<i>No. Of Positions FY 2019-2020</i>	<i>No. Of Positions FY 2020-2021</i>
<i>City Manager</i>	1	2	2
<i>City Secretary</i>	2	2	2
<i>Human Resources</i>	0	0	0
<i>Municipal Court</i>	2	2	2
<i>Economic Development</i>	1	1	1
<i>Finance</i>	3	4	4
<i>Police</i>	30	30	30
<i>Fire</i>	16	16	16
<i>Animal Control</i>	2	2	2
<i>Code Enforcement</i>	4	3	3
<i>Streets</i>	10	10	10
<i>Parks & Recreation</i>	5	5	5
<i>Bauer Center</i>	2	2	2
<i>Utility Billing</i>	3	3	3
<i>Utility Maintenance</i>	10	10	10
<i>Waste Water (WWTP)</i>	4	4	4
<i>Port Commission</i>	1	1	1
<i>Total Positions</i>	96	97	97
 <i>Appointed-Judge</i>	 1	 1	 1
<i>Seasonal Temps</i>	7	7	7

Glossary of Terms

Accrual Basis – The basis of accounting where transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Taxes – Commonly referred to as property taxes. Charges levied on all property, real personal, mixed tangible, intangible, annexations, additions and improvements to property located within the taxing unit's jurisdiction. These levies are based on the property's assessed value and the tax rate.

Appropriation – An authorization made by the legislative body to make expenditures and incur obligations for the City.

Assessed Value – A value that is established on real estate or other property as a basis for levying property taxes.

Asset – Resources owned or held which have monetary value that can be used to cover or be applied to cover liabilities.

Audit – A comprehensive review of an organizations financial accounts and records and the utilization of resources. An annual audit is conducted by a certified public accountant who concludes the audit with a Comprehensive Annual Financial Report also referred to as a CAFR.

Balanced Budget – Annual financial plan in which expenses do not exceed revenues and carry-over fund balance.

Basis of Accounting – The method of accounting used to recognize revenues, expenses, expenditures and transfers, and the related assets and liabilities.

Bond – A written promise to pay a specified sum of money (principal) at a specified date or dates in the future (maturity date), and carrying interest at a specified rate, usually paid periodically. The most common types of bonds are general obligation and revenue bonds. Bonds are frequently used for construction of large capital projects such as buildings, streets, and water and sewer improvements.

Budget – A financial plan for a specified period of time of projected resources and proposed expenditures.

Budget Calendar – A schedule of key dates that the City follows in the preparation and adoption of the City's budget.

Budget Year – From October 1st through September 30th, is the same as the fiscal year.

CAFR – Comprehensive Annual Financial Report.

Capital Outlay – Expenditures that result in the acquisition of or addition to fixed assets.

Capital Program – A five year plan that outlines the capital projects and includes information regarding funding, project description and scheduling.

Cash Basis – A basis of accounting under which transactions are recorded when cash is received or disbursed.

Certificate of Obligation (CO's) – Legal debt instruments used to finance capital improvement projects. CO's are backed by the credit of the government entity and are fully payable from a property tax levy. CO's differ from general obligation debt in that they are approved by the City Council and are not voter approved.

Contingency – An appropriation reserve set aside for emergencies or unforeseen expenditures not budgeted.

Current Taxes – Taxes that are levied and due within the current year.

Debt Service Fund – A fund established to account for payment of principal and interest on outstanding bonds when due.

Delinquent Taxes – Property taxes that remain unpaid on and after the due date. Delinquent taxes also incur penalties and interest at specified rates set by law.

Department – A functional group aimed at accomplishing a major service or program using related activities.

Depreciation – The allocation of the cost of a fixed asset over the estimated service life of that asset.

Division - A division is a separately budgeted segment of the department.

Effectiveness – A program performance indicator that measures the quality of the program outputs.

Effective Tax Rate – The rate that produced the same effect in terms of the total amount of taxes last year using the assessed valuation in the current year.

Encumbrance – Appropriated funds committed to purchase a good or service that has not been performed or executed. After the receipt or performance of goods or service the commitment becomes an account payable.

Enterprise Fund – A fund that operates like a business with the intent that the costs of providing the services will be recovered through user charges such as water and sewer charges.

Expenditure – This term refers to total funds paid or to be paid for an asset or goods or services regardless whether the expense has been paid or unpaid.

Expense – Charges incurred, whether paid or unpaid, for operation, maintenance, interest or other charges within the current period.

Fiscal Year – The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Port Lavaca has specified the fiscal year as beginning October 1 and ending September 30.

Fixed Assets – Assets of a long-term character which are intended to be held or used, such as buildings, machinery, furniture, equipment and land.

Full-Time – The 40 hours per week that constitutes a regular full-time position.

Fund – Separate accounting entities with their own resources, budgets and accounts for recording all financing transactions for specific activities or government functions.

Fund Balance – The difference between fund assets and fund liabilities, excess being a surplus and a shortfall being a deficit.

GAAP – General Accepted Accounting Principles.

GBRA – Guadalupe Blanco River Authority.

General Fund – The fund used to account for all financial resources and activities except for those required to be in another fund.

General Obligation Bonds – Voter approved bonds that finance a variety of public projects such as streets, buildings, and capital improvements. The Debt Service Fund is usually used to service and pay the debt issued. These bonds are backed by the full faith and credit of the City.

Goals – Generalized statements of where an organization desires to be at some future time with regard to certain operating elements. (e.g. financial conditions, service levels provided, etc.)

Grants – Contributions or gifts of cash or other assets from another government or entity to be used for a specific purpose, activity or facility.

Interfund Transfers – Amounts transferred from one fund to another.

Infrastructure – Substructure or underlying foundation of the City. (e.g. streets, utility lines, water and wastewater treatment facilities, etc.)

Legal Debt Margin – Actual amount of tax-secured debt service at the end of the fiscal year.

Legal Debt Service Limit – The assessed value of the tax roll multiplied by the limit on amount designated for debt service per \$100 assessed valuation

Modified Accrual Basis – This method of accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received the exception being principal and interest on long-term debt which are generally recognized when due.

Operating Budget – A plan of current year financing activities including expenditures and the proposed

means of funding them.

Ordinance – A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, usually require ordinances.

Policy – A plan, course of action, or guiding principle, designed to set parameters for decisions and actions.

Property Tax – Taxes that are levied on both real and personal property according to the property's assessed valuation and tax rate.

Reserve – An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is therefore, not available for general appropriation.

Retained Earnings – An equity account reflecting the accumulated earnings of a proprietary, or enterprise fund, or internal service fund.

Revenue – Funds received as income. It includes such items as tax payments, fees from specific services, fines, interest income, franchise fees, etc.

Revenue Bonds – Bonds for which principal and interest are paid from an Enterprise or Proprietary Fund.

Sales Tax – A general "sales tax" is levied on all persons and businesses selling merchandise within the City limits on retail items.

SCADA – Supervisory and Control Data Acquisition.

Special Revenue Funds – Funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. (e.g. Hotel/Motel)

Strategic Plan – A collectively supported vision of the City's future including observations regarding the potential effects of various operating decisions.

Tax Base – Certified by the Tax Appraisal District the total taxable value of all real and personal property within the City as of January 1st of each year.

Tax Levy – The product of the tax rate per one hundred dollars multiplied by the tax base.

Tax Rate – The amount of tax levied against each \$100 of taxable value.

Tax Roll – The official list showing the amount of taxes levied against each taxpayer or property.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed by the

government for the common benefit of the public it serves.

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is the amount of money still available for future purchases.

Working Capital – The excess of current assets over current liabilities.

Acronyms

A/P	Accounts Payable
CAFR	Comprehensive Annual Financial Report (Audit)
CDBG	Community Development Block Grant
CCAD	Calhoun County Appraisal District
CCRWSS	Calhoun County Rural Water Supply System
CIP	Capital Improvement Plan
C.O.	Certificates of Obligation
COG	Council of Governments
CY	Cubic Yard
ED	Economic Development
EPA	Environmental Protection Agency
ETJ	Extra Territorial Jurisdiction
FARF	Fixed Asset Replacement Fund
FASB	Financial Accounting Standards Board
FEMA	Federal Emergency Management Administration
FICA	Federal Insurance Contribution Act
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAFR	Governmental Accounting, Auditing and Financial Reporting
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GBRA	Guadalupe-Blanco River Authority
GF	General Fund
GFOA	Government Finance Officers Association
GIS	Geographical Information Systems
G.O.	General Obligation
GPD	Gallons per Day
HOT	Hotel Occupancy Tax
HR	Human Resources
I & S	Interest and Sinking

IT – Information Technology
LF – Linear Foot
MGD – Millions of Gallons per Day
PD – Police Department
RFP – Request for Proposal
RFQ – Request for Qualifications
ROW – Right of Way
RV – Recreational Vehicle
SCADA – System Control and Data Acquisition
TCEQ – Texas Commission on Environmental Quality
TML – Texas Municipal League
TMRS – Texas Municipal Retirement System
TWC – Texas Workforce Commission
TWDB – Texas Water Development Board
TXDOT – Texas Department of Transportation
WET – Whole Effluent Toxicity
WWTP – Wastewater Treatment Plant
YMCA – Young Men’s Christian Association
Y.O.U. – Youth Orientation and Understanding

INDEX

A

ACRONYMS.....	215
ANIMAL CONTROL.....	64
APPENDIX.....	173

B

BAUER CENTER.....	72
BEACH FUND DEPARTMENTAL SUMMARY.....	93
BEACH FUND EXPENDITURES.....	92
BEACH FUND REVENUE.....	90
BEACH OPERATIONS.....	93
BUDGETARY & FINANCIAL MANAGEMENT POLICIES.....	184
BUDGETARY FUND STRUCTURE.....	25
BUDGETARY PROCESS AND GUIDELINES.....	173
BUDGET MESSAGE.....	1
BUDGET ORDINANCE.....	181
BUDGET PLANNING CALENDAR.....	174
BUDGET SUMMARIES.....	25
BUILDING SECURITY FUND.....	105

C

CAPITAL.....	115
CAPITAL ASSET POLICY.....	195
CAPITAL IMPROVEMENT PLAN.....	115
CHANGES IN FUND BALANCE/WORKING CAPITAL	27
CITY COUNCIL	42
CITY HALL.....	57
CITY OFFICIALS.....	17
CITY MANAGER.....	44
CITY PROFILE.....	9
CITY SECRETARY.....	46
CITY WIDE DEBT.....	131
CODE ENFORCEMENT.....	66
COMBINED BUDGET OVERVIEW.....	26
COMBINED REVENUE AND EXPENDITURES SUMMARY.....	28
COMPENSATION AND STAFFING PLAN.....	200
COURT TECHNOLOGY FUND.....	111

D

DEMOGRAPHIC OVERVIEW.....	23
DEPARTMENTAL SUMMARIES.....	42

E

ECONOMIC DEVELOPMENT.....	52
ECONOMIC DEVELOPMENT FUND.....	107
ELECTED OFFICIALS.....	9
ENTERPRISE AND SPECIAL REVENUE FUNDS.....	35
ENTERPRISE FUNDS.....	75
F	
FINANCE.....	54
FIRE.....	61
FIVE YEAR CAPITAL IMPROVEMENT PLAN SUMMARY.....	116
FORFEITURE FUND.....	103
G	
GENERAL FUND	37
GENERAL FUND EXPENDITURES BY FUNCTION.....	40
GENERAL FUND REVENUE.....	31, 37
GLOSSARY OF TERMS.....	211
H	
HISTORY OF PORT LAVACA	19
HOTEL/MOTEL FUND.....	101
HUMAN RESOURCES.....	48
I	
INVESTMENT POLICY SUMMARY.....	194
J	
JUVENILE CASE MANAGER FUND.....	113
K	
L	
LONG-TERM DEBT.....	131
LONG-TERM FINANCIAL PLANNING.....	202
M	
MAINTENANCE.....	83
MISSION AND VISION.....	11
MUNICIPAL COURT.....	50
N	
NON-DEPARTMENTAL.....	74, 87
O	
OPERATING CAPITAL OUTLAY BY FUNDS.....	128
ORGANIZATIONAL CHART.....	18
OUTSTANDING DEBT ISSUE BY SERIES.....	137

P

PARKS.....	70
POLICE.....	58
PORT COMMISSION FUND DEPARTMENTAL SUMMARY.....	99
PORT COMMISSION FUND EXPENDITURES	98
PORT COMMISSION FUND REVENUE.....	96
PORT COMMISSION OPERATIONS.....	99
PORT COMMISSION – SUPPORTED DEBT.....	136
PROPERTY TAX SUPPORTED DEBT.....	132
PUBLIC UTILITY EXPENDITURES BY FUNCTION.....	78
PUBLIC UTILITY FUND DEPARTMENTAL SUMMARIES.....	80
PUBLIC UTILITY FUND REVENUE.....	76
PUBLIC UTILITY FUND- SUPPORTED DEBT.....	133

Q**R**

REFLEX TRAFFIC FUND.....	109
RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PROGRAM.....	199
REVENUE ASSUMPTION AND TRENDS.....	31

S

SNAPSHOT OF PORT LAVACA TODAY.....	21
SPECIAL REVENUE FUNDS.....	101
STATISTICAL INFORMATION.....	139
STRATEGIC PLAN AND GOALS.....	12
STREETS.....	68
SUMMARY DESCRIPTION OF THE BUDGET PROCESS.....	175

T

2004 CERTIFICATES OF OBLIGATION.....	135
2008 CERTIFICATES OF OBLIGATION.....	136
2007 COMBINATION TAX AND REVENUE CERTIFICATE OF OBLIGATION.....	133
2007 GENERAL OBLIGATION REFUNDING BONDS.....	133
2011 GENERAL OBLIGATION REFUNDING BONDS.....	134
2012 GENERAL OBLIGATION REFUNDING BOND.....	132
2015-2016 PROJECT DETAILS.....	118
TABLE OF CONTENTS.....	iii
TAX RATE ORDINANCE.....	182

U

UTILITY BILLING.....	80
----------------------	----

V

W	
WASTEWATER.....	85
X	
Y	
Z	