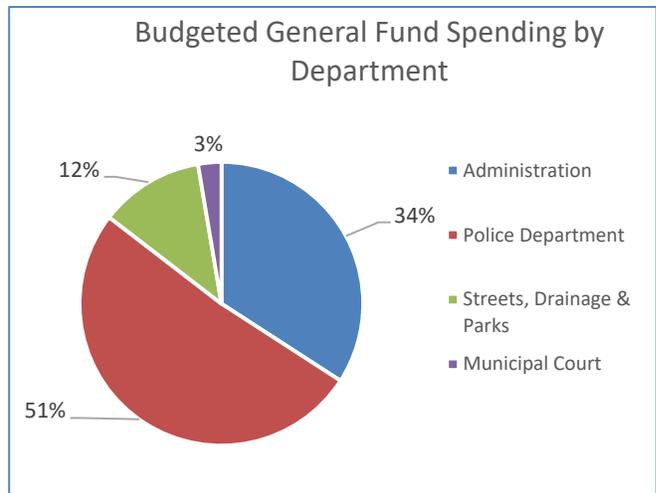
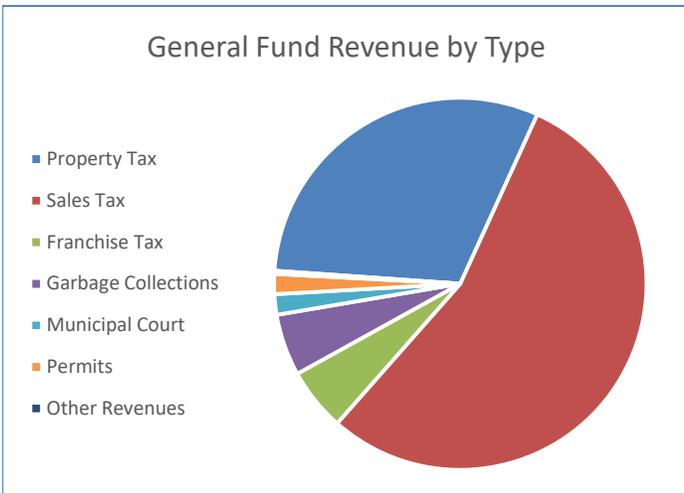




**Budget for Fiscal Year
2021-2022**

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

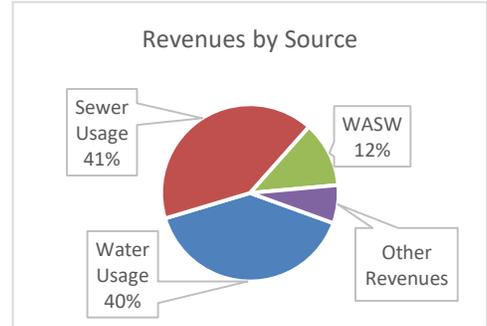
	General Fund	Debt Service	TIRZ	CDC*
Revenues				
Property Tax	1,789,894.61	481,587.00	66,000.00	-
Sales Tax	3,191,995.86	-	-	\$870,462
Franchise Tax	320,000.00	-	-	-
Garbage Collections	312,000.00	-	-	-
Municipal Court	103,800.00	-	-	-
Permits	101,680.00	-	-	-
Other Revenues	15,600.00	66.00	-	\$887
Total Revenues	5,834,970.47	481,653.00	66,000.00	871,348.96
Expenditures				
Administration	1,540,331.55	-	-	-
Police Department	2,314,037.88	-	-	-
Streets, Drainage & Parks	536,687.77	-	-	-
Municipal Court	118,993.82	-	-	-
Debt Service				
Principal	-	273,550.00	42,000.00	64,601.00
Interest	-	151,506.00	14,283.64	36,698.16
Bond Agent Fees	-	250.00	250.00	1,500.00
Total Expenses	4,510,051.02	425,306.00	56,533.64	102,799.16
Revenues Exceeding Expenses	1,324,919.45	56,347.00	9,466.36	768,549.80
Transfers				
To Utility Fund	276,114.86	-	-	-
Budgeted Increase (Decrease) to Fund Balance	1,601,034.31	56,347.00	9,466.36	768,549.80



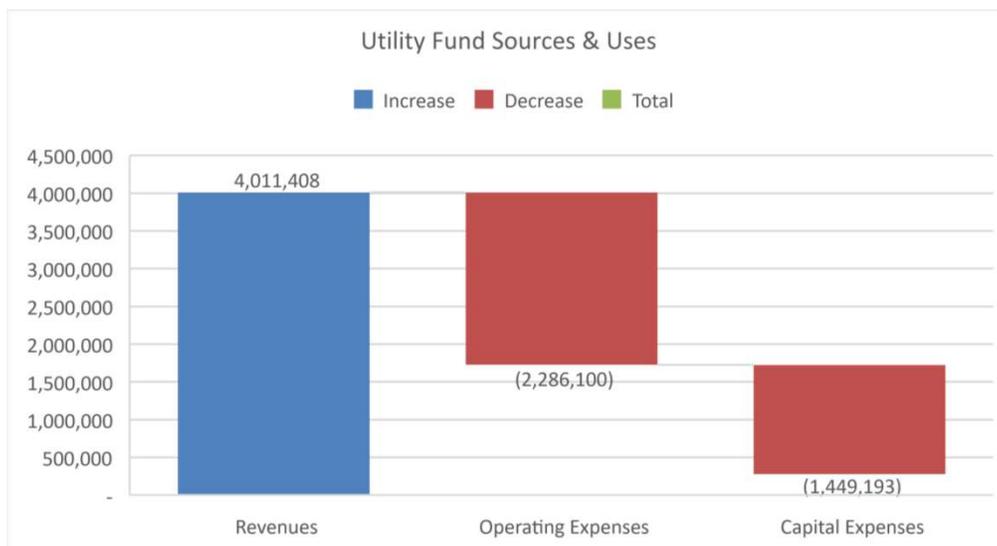
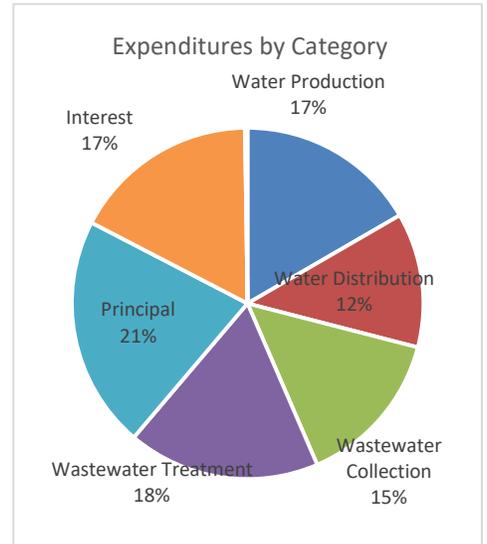
*For demonstrative purposes - CDC has the ability to approve its own budget.

City of Willis, Texas Annual Budget For the year ended September 30, 2022

Revenues	Utility Fund
Water Usage	1,594,996
Sewer Usage	1,656,411
WASW	480,268
Other Revenues	279,733
Total Revenues	4,011,408



Expenditures	
Water Production	621,110
Water Distribution	462,944
Wastewater Collection	541,489
Wastewater Treatment	660,557
Debt Service	
Principal	799,850
Interest	640,343
Bond Agent Fees	9,000
Total Expenditures	3,735,293.00
Revenues Exceeding Expenses	276,114.86
Transfers from General Fund	(276,114.86)
Budgeted Change in Fund Balance	-



City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

General Fund Revenues

	2019-2020	2020-2021	2020-2021	2020-20201	2021-2022
	Actual	Budget	10-month Actual	Proj Year-End	Request
DESCRIPTION	2019-2020	2020-2021	2020-2021	2020-2021	2021-2022
Current Taxes	\$ 1,815,635	\$ 1,749,895	\$ -	\$ -	\$ 1,749,895
Delinquent Taxes	\$ 12,790	\$ 20,000	\$ -	\$ -	\$ 20,000
Penalty/Interest Taxes	\$ 14,748	\$ 20,000	\$ -	\$ -	\$ 20,000
Sales Tax Revenue	\$ 2,680,565	\$ 2,633,048	\$ 2,659,997	\$ 3,191,996	\$ 3,191,996
Franchise Tax	\$ 344,857	\$ 320,000	\$ 99,415	\$ 119,298	\$ 320,000
Court-Time Payments	\$ 1,373	\$ 2,000	\$ 1,531	\$ 1,837	\$ 2,000
Omni	\$ 111	\$ 600	\$ 98	\$ 117	\$ 600
Corporation Court	\$ 41,619	\$ 70,000	\$ 31,339	\$ 37,607	\$ 70,000
Court Cost Retainage	\$ 2,294	\$ 3,200	\$ -	\$ -	\$ 3,200
Chapter 18	\$ 1	\$ -	\$ -	\$ -	\$ -
Warrant Fee	\$ 6,316	\$ 10,000	\$ 6,532	\$ 7,839	\$ 10,000
City Court Cost	\$ 10,915	\$ 6,000	\$ 16,425	\$ 19,710	\$ 6,000
Deferred Adjudication	\$ (3,636)	\$ 12,000	\$ -	\$ -	\$ 12,000
License and Fees-ABC	\$ 17,999	\$ 12,580	\$ 4,426	\$ 5,312	\$ 12,580
Building Permits	\$ 155,868	\$ 52,000	\$ 252,385	\$ 302,862	\$ 52,000
Electrical Permits	\$ 22,006	\$ 12,000	\$ 27,238	\$ 32,686	\$ 12,000
Mechanical Permits	\$ 13,837	\$ 9,000	\$ 24,285	\$ 29,142	\$ 9,000
Plumbing Permits	\$ 32,440	\$ 15,000	\$ 40,128	\$ 48,154	\$ 15,000
Gas Permits	\$ 15	\$ 100	\$ 150	\$ 180	\$ 100
Code Enforcement	\$ 3,315	\$ 1,000	\$ 1,205	\$ 1,446	\$ 1,000
Dilapidate Bldg Removal	\$ 5,296	\$ -	\$ -	\$ -	\$ -
Grants-Police Dept.	\$ 2,981	\$ -	\$ 459	\$ 551	\$ -
Garbage	\$ 360,577	\$ 312,000	\$ 251,710	\$ 302,052	\$ 312,000
Garbage Sales Tax Payable	\$ 80	\$ 100	\$ -	\$ -	\$ 100
Interest Income	\$ 7,641	\$ 5,000	\$ 395	\$ 474	\$ 5,000
Miscellaneous Income	\$ 6,010	\$ 10,500	\$ 16,355	\$ 19,626	\$ 10,500
Lease Agreement	\$ 4,000	\$ -		\$ -	\$ -
GENERAL FUND TOTALS	\$ 5,559,652	\$ 5,276,023	\$ 3,434,073	\$ 4,120,888	\$ 5,834,970

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Utility Fund Revenues

	Actual	Budget	0-month Actual	Proj Year-End	Request
DESCRIPTION	2019-2020	2020-2021	2020-2021	2020-2021	2021-2022
Water Usage Charges	\$ 1,472,866	\$ 1,350,000.00	\$ 1,208,330	\$ 1,449,996.48	\$ 1,594,996.13
Water Tap Fees	\$ 35,795	\$ 11,100.00	\$ 83,900	\$ 100,680.00	\$ 110,748.00
Service Charges	\$ 10,560	\$ 25,000.00	\$ 13,520	\$ 16,224.00	\$ 17,846.40
Penalties	\$ 90,642	\$ 70,000.00	\$ 77,128	\$ 92,553.97	\$ 101,809.37
Sewer Usage Charges	\$ 1,210,995	\$ 1,240,000.00	\$ 1,254,857	\$ 1,505,827.88	\$ 1,656,410.67
Sewer Tap Fees	\$ 22,755	\$ 8,000.00	\$ 19,640	\$ 23,568.00	\$ 25,924.80
Lonestar Groundwater Fee	\$ 20,863	\$ 23,500.00	\$ 17,730	\$ 21,276.54	\$ 23,404.19
WASW	\$ 426,687	\$ 425,000.00	\$ 363,840	\$ 436,607.54	\$ 480,268.30
Interest Income	\$ 965	\$ 200.00	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -
Insurance Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
UTILITY FUND TOTAL	\$ 3,292,127	\$ 3,153,800.00	\$ 3,038,945	\$ 3,646,734.42	\$ 4,011,407.86

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Restricted Funds

	Actual	Budget	10-month Actua	Proj Year-End	Request
DESCRIPTION	2019-2020	2020-2021	2020-2021	2020-2021	2021-2022
DEBT SERVICE					
Current Tax		\$ 478,177		\$ 90,700	\$ 478,177
Delinquent Tax		\$ 1,600		\$ 1,600	\$ 1,760
Penalty/Interest Tax		\$ 1,500		\$ 1,500	\$ 1,650
Interest Income		\$ 60		\$ 60	\$ 66
DEBT SERVICE TOTAL	\$ -	\$ 481,337	\$ -	\$ 93,860	\$ 481,653

Federal Forfeitures	\$ 92,691.33	\$ -		\$ -	\$ -
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Franchise-PEG Fees		\$ -		\$ 4,500	\$ -
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Hotel/Motel Tax		\$ -		\$ -	\$ -
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Municipal Court Technology	\$ 1,124.95	\$ 1,491		\$ -	\$ -
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Municipal Court Security	\$ 47.86	\$ -		\$ 2,150	\$ -
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Chapter 18		\$ -		\$ 1	\$ -
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Chapter 59	\$ 1,511.24	\$ -		\$ 200	\$ -
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TIRZ		\$ 60,000		\$ 60,000	\$ 66,000
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City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Willis Community Development Corporation

	Actual	Budget	10-month Actual	Proj Year-End	Request
DESCRIPTION	2019-2020	2020-2021	2020-2021	2020-2021	2021-2022
Sales Tax	\$660,467	\$675,034	\$659,441	\$791,329	\$870,462
Interest Income	\$9,772	\$9,761	\$672	\$807	\$887
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0
WCDC TOTAL		\$684,795	\$660,113	\$792,135	\$871,349

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Mayor, City Council, City Manager, City Secretary

No.	Category	Actual 2019-2020	Budgeted 2020-2021	8 mo 2020-2021	Projected 2020-2021	Request 2021-2022
19401						
6100	Personnel	\$ 324,907	\$ 410,825	\$ 302,465	\$ 362,958	\$ 396,983
6200	Supplies	\$ 16,515	\$ 23,400	\$ 22,970	\$ 27,563	\$ 30,320
6300	Maintenance	\$ 76,127	\$ 79,000	\$ 65,528	\$ 78,633	\$ 86,497
6400	Miscellaneous/Sundry	\$ 65,720	\$ 112,415	\$ 14,800	\$ 17,760	\$ 19,536
6500	Contract Services	\$ 511,716	\$ 678,300	\$ 552,829	\$ 663,395	\$ 729,734
6600	Utilities	\$ 23,265	\$ 12,500	\$ 204,759	\$ 245,710	\$ 270,281
6700	Capital Outlay	\$ 5,289	\$ 6,347	\$ 5,289	\$ 6,347	\$ 6,981
	TOTAL ADMINISTRATION	\$ 1,023,538	\$ 1,322,787	\$ 1,168,639	\$ 1,402,366	\$ 1,540,332

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Mayor, City Council, City Manager, City Secretary
2019-2020

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo. Exp 2020-2021	Projected 2020-2021	Request 2021-2022
19401						
6100	Personnel					
6111	Salary/Wages	236,094	301,233	221,124	265,349	287,852
6112	FICA	18,986	24,494	17,887	21,464	23,803
6113	Health Insurance	25,952	33,767	26,327	31,592	29,521
6114	TMRS	24,304	30,865	22,499	26,999	31,022
6115	Unemployment	1,107	720	524	629	720
6116	Worker's Comp	889	798	691	829	765
6117	Incentive/Longevity	816	948	916	1,099	1,100
6119	Education	6,185	7,200	3,046	3,655	10,800
6120	Auto Allowances	10,575	10,800	9,450	11,340	11,400
	Total Personnel	\$ 324,907	\$ 410,825	\$ 302,465	362,958	\$ 396,983
6200	Supplies					
6211	Office	13,768	18,500	22,001	26,401	29,041
6212	Computer		-		-	-
6213	Medical		-		-	-
6214	Chemical		-		-	-
6215	Postage	2,367	4,000	969	1,163	1,279
6216	Signs		-		-	-
6217	Fuel		-		-	-
6218	Chemical		-		-	-
6230	Other Supplies- See Justification page	380	900		-	-
	Total Supplies	\$ 16,515	\$ 23,400	\$ 22,970	27,563	\$ 30,320

6300	Maintenance					
6311	Vehicles		-		-	-
6312	Pumps/Motors		-		-	-
6313	Buildings/Structures	13,036	26,000	15,062	18,074	19,881
6314	Streets/Sidewalks		-		-	-
6315	Drainage Ditches		-		-	-
6316	Utility Lines		-		-	-
6317	Equipment	158	-		-	-
6318	Operations/Office Equip	60,200	48,500	39,682	47,618	52,380
6319	Radios/Cell Phones	2,732	4,500	10,785	12,941	14,236
6320	Signs		-		-	-
6321	Parks		-		-	-
6330	Other Supplies- See Justification page		-		-	-
	Total Maintenance	\$ 76,127	\$ 79,000	\$ 65,528	78,633	\$ 86,497

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Mayor, City Council, City Manager, City Secretary
2019-2020

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo. Exp 2020-2021	Projected 2020-2021	Request 2021-2022
6400	Miscellaneous/Sundry					
6411	Association Dues	14,031	9,815	8,323	9,988	10,987
6412	Meetings/Conferences	20,924	40,000	8,169	9,803	10,784
6413	Insurance	7,898	14,000	6,911	8,294	9,123
6414	Elections		12,000		-	-
6415	Uniforms				-	-
6416	Rentals		-		-	-
6417	Legal Notices	12,647	6,600	4,626	5,551	6,106
6418	Charter Commission				-	-
6430	Other Supplies- See Justification page	10,220	30,000	(13,230)	(15,876)	(17,464)
	Total Misc/Sundry	\$ 65,720	\$ 112,415	\$ 14,800	17,760	\$ 19,536

6500	Contract Services					
6511	Legal	38,246	40,000	44,669	53,603	58,964
6512	Engineering	7,350	18,000		-	-
6513	Consultants	20,398	5,000	6,911	8,294	9,123
6515	Auditing	22,675	29,500	10,000	12,000	13,200
6516	Interlocal Government	22,012	15,800	13,622	16,346	17,981
6520	SHTC Reimbursement	400,948	570,000	477,626	573,152	630,467
	Software Maintenance		0		-	-
6530	Other Supplies- See Justification page	87	-	-	-	-
	Total Contract Serv.	\$ 511,716	\$ 678,300	\$ 552,829	663,395	\$ 729,734
6600	Utilities					
6611	Electric	8,183	9,500	198,579	238,295	262,124
6612	Telephone	2,602	3,000	5,498	6,597	7,257
6530	Other Supplies- See Justification page				-	
6715	Office Equipment	12,480		682	818	900
	Total Utilities	\$ 23,265	\$ 12,500	\$ 204,759	245,710	\$ 270,281

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Mayor, City Council, City Manager, City Secretary
2019-2020

No.	Category	Actual	Budgeted	10 Mo. Exp	Projected	Request
		2019-2020	2020-2021	2020-2021	2020-2021	2021-2022
6700	Capital Outlay					
6711	Real Estate				-	-
	Software/Automation				-	-
6713	Equipment	-	-		-	-
6714	Building/Structures		-	-	-	-
6715	Office Equipment		-	-	-	-
6716	Street Signs				-	-
6717	Traffic Signals				-	-
6730	Other Supplies- See Justification page	5,289	6,347	5,289	6,347	6,981
	Total Capital Outlay	\$ 5,289	\$ 6,347	\$ 5,289	6,347	\$ 6,981
	TOTAL ADMIN.	\$ 1,023,538	\$ 1,322,787	\$ 1,168,639	1,402,366	\$ 1,540,332

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Justification

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22
PERSONNEL			
194016111	Salary/Wages	265,349	287,852
194016112	FICA	21,464	23,803
194016113	Health Insurance	31,592	29,521
194016114	TMRS	26,999	31,022
194016115	Unemployment	629	720
194016116	Worker's Comp	829	765
194016117	Incentive/Longevity	1,099	1,100
194016119	Education	3,655	10,800
194016120	Auto Allowance	11,340	11,400

Justification: Salaries and benefits for employees

194016211	Supplies Office	26,401	29,041
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Justification: Copy and computer paper, pens, pencils, staples, tape, note pads, storage boxes, folders, labels, calculator paper, printer fax typewriter ribbon, ink, cartridges, indexes, binders, envelopes, stationary - (No change)

194016215	Postage	1,163	1,279
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Justification: Postage, meter rental, parcel services - (No change)

194016230	Other	0	0
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Justification: Coffee, water - (No change)

MAINTENANCE

194016313	Buildings/Structures	18,074	19,881
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Justification: Cleaning supplies, janitor, mats, a/c, lights, floors - (Same as last year)

194016318	Office Equipment	47,618	52,380
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Justification: Maintenance of computers, fax machine, copier, printers, phones, ordinance code update, update of records/inventory. (Same as last year)

194016319	Radios/Cell Phones	12,941	14,236
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Justification: City Manager and Mayor cell phones - (Slight decrease based on usage)

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Justification

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22
	MISCELLANEOUS		
194016411	Association dues	9,988	10,987
Justification: Houston-Galveston Area Council-200, Texas Municipal Clerks-85, Texas Municipal League-1395, Sam's Club-85, Texas Department Licensing and Regulations-55, Texas Municipal Human Resources Assoc-300, Natl League of Cities-50, International Code Council-100, NABM-200, Greater Conroe/Lake Conroe Area Chamber-150, NABCC-120, TML-240, Texas City Management Assoc-250, Affinity Web Page-250, Social Security-35, Willis Lions Club-350, WNB-3,000, African American Mayor Asso.500, Rotary Club-1,000, The Courier 150, MCEM-600, Harco-200, TMLSurveyNavigator-350, TX COOP \$150 (Slight decrease from last year)			
194016412	Meetings/conferences	9,803	10,784
Justification: Mayor/Council, City Manager, Finance Director & City Secretary, training sessions and workshops plus expenses, and Mayor/Council meetings (No change)			
194016413	Insurance	8,294	9,123
Justification: City hall building, city general liability (No change)			
194016414	Elections	0	0
Justification: Positions 1,2,3,4,5 and Mayor, maintenance fund and charter amendments - (No change)			
194016417	Legal notices	5,551	6,106
Justification: Legal notices (i.e. tax rate, public hearings, ordinance caption), (No change)			
194016430	Other	-15,876	-17,464
Justification: Appreciation gift cards for council and employees, flowers, luncheons, City Manager's moving expenses (Decrease from last year)			
	CONTRACT SERVICES		
194016511	Legal	53,603	58,964
Justification: Legal fees (No change)			

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Administration
Justification

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22
194016512	Engineering	0	0
Justification:		Engineering fees (No change)	
194016513	Consultants	8,294	9,123
Justification:		Grants and planning (Increase from last year)	
194016515	Auditing	12,000	13,200
Justification:		Annual audit - (No change)	
194016516	Interlocal government	16,346	17,981
Justification:		MCAD and Tax Collections - (No change)	
194016520	SHTC Reimbursement	573,152	630,467
Justification:		(No change)	
UTILITIES			
194016611	Electric	238,295	262,124
194016612	Telephone	6,597	7,257
Justification		Electric and phone-City Hall - (No change) ww	
CAPITAL OUTLAY			
194016730	Inventory of Docs	6,347	6,981
	Software / Automation	-	-
Justification		Shredding and scanning - (No change)	

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Community Development

No.	Category	Actual 2019-2020	Budgeted 2020-2021	8 mo 2020-2021	Projected 2020-2021	Request 2021-2022
19401						
6100	Personnel	\$ 179,046	\$ 214,856	\$ 174,228	\$ 209,074	\$ 322,948
6200	Supplies	\$ 4,544	\$ 5,452	\$ 5,480	\$ 6,576	\$ 8,500
6300	Maintenance	\$ 16,314	\$ 19,576	\$ 19,121	\$ 22,945	\$ 24,600
6400	Miscellaneous/Sundry	\$ 7,445	\$ 8,934	\$ 3,769	\$ 4,523	\$ 15,350
6500	Contract Services	\$ 114,195	\$ 137,034	\$ 148,764	\$ 178,517	\$ 120,525
6600	Utilities	\$ 1,406	\$ 1,687	\$ 1,092	\$ 1,310	\$ 703
6700	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 106,000
	TOTAL ADMINISTRATION	\$ 322,950	\$ 387,539	\$ 352,454	\$ 422,945	\$ 598,626

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Community Development

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo. Exp 2020-2021	Projected 2020-2021	Request 2021-2022
19411						
6100	Personnel					
6111	Salary/Wages	131,246	157,495	128,950	154,741	229,840
6112	FICA	10,055	12,066	9,364	11,237	22,444
6113	Health Insurance	14,708	17,650	15,211	18,254	15,780
6114	TMRS	13,276	15,932	12,220	14,664	35,019
6115	Unemployment	859	1,031	369	443	1,000
6116	Worker's Comp	2,595	3,114	2,397	2,876	671
6117	Incentive/Longevity	104	125	192	230	1,888
6118	Overtime	202	243	631	757	
6119	Education	6,000	7,200	4,892	5,871	8,506
6120	Auto Allowances	0	0	0	-	7,800
	Total Personnel	\$ 179,046	\$ 214,856	\$ 174,228	\$ 209,074	\$ 322,948
6200	Supplies					
6211	Office	1,233	1,480	2,380	2,856	3,500
6212	Computer		-		-	
6213	Medical		-	569	682	
6214	Chemical		-		-	
6215	Postage	1,205	1,446	1,089	1,307	800
6216	Signs		-		-	
6217	Fuel	1,461	1,753	1,424	1,709	3,600
6218	Tools	37	44	-	-	
6221	Animal Control	608	730	18	22	600
6230	Other Supplies- See Justification page		-		-	
	Total Supplies	\$ 4,544	\$ 5,452	\$ 5,480	\$ 6,576	\$ 8,500

6300	Maintenance					
6311	Vehicles	1,693	2,032	3,677	4,413	8,000
6312	Pumps/Motors	-	-		-	
6313	Buildings/Structures	-	-		-	
6314	Streets/Sidewalks	-	-		-	
6315	Drainage Ditches	-	-		-	
6316	Utility Lines	-	-		-	
6317	Equipment	-	-		-	
6318	Operations/Office Equip	10,106	12,128	12,518	15,022	12,500
6319	Radios/Cell Phones	4,514	5,417	2,926	3,511	3,500
6320	Signs	-	-		-	600
6321	Parks	-	-		-	
6330	Other Supplies- See Justification page	-	-		-	
	Total Maintenance	\$ 16,314	\$ 19,576	\$ 19,121	\$ 22,945	\$ 24,600

City of Willis, Texas
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For the year ended September 30, 2022

Community Development

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo. Exp 2020-2021	Projected 2020-2021	Request 2021-2022
6400	Miscellaneous/Sundry					
6411	Association Dues	884	1,061	569	682	850
6412	Meetings/Conferences	3,642	4,371	887	1,065	7,300
6413	Insurance	2,220	2,665	2,220	2,665	3,000
6414	Elections	-	-		-	
6415	Uniforms	698	837	-	-	1,200
6416	Rentals	-	-		-	
6417	Legal Notices	-	-		-	
6418	Charter Commission	-	-		-	
6419	Planning Commission	-	-	93	112	
6430	Other Supplies- See Justification page	-	-		-	3,000
	Total Misc/Sundry	\$ 7,445	\$ 8,934	\$ 3,769	\$ 4,523	\$ 15,350

6500	Contract Services					
6511	Legal	500	600	2,060	2,472	
6512	Engineering	8,206	9,848	2,269	2,723	3,025
6513	Consultants	-	-		-	
6515	Auditing	-	-		-	
6516	Interlocal Government	100,000	120,000	100,000	120,000	100,000
6517	Plan Review/Inspection Services	4,460	5,352	35,007	42,008	5,000
6519	Demolition/Cleaning up	1,029	1,235	9,428	11,314	12,500
6520	SHTC Reimbursement	0	0		-	
	Software Maintenance	0	0		-	
6530	Other Supplies- See Justification page	-	-		-	
	Total Contract Serv.	\$ 114,195	\$ 137,034	\$ 148,764	\$ 178,517	\$ 120,525
6600	Utilities					
6611	Electric	-	-		-	
6612	Telephone	1,406	1,687	1,092	1,310	703
6530	Other Supplies- See Justification page		-		-	
	Total Utilities	\$ 1,406	\$ 1,687	\$ 1,092	\$ 1,310	\$ 703

City of Willis, Texas
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For the year ended September 30, 2022

Community Development

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo. Exp 2020-2021	Projected 2020-2021	Request 2021-2022
6700	Capital Outlay					
6711	Real Estate	-	-			
	Software/Automation	-	-			-
6713	Equipment	-	-			106,000
6714	Building/Structures	-	-			-
6715	Office Equipment	-	-			
6716	Street Signs	-	-			
6717	Traffic Signals	-	-			
6730	Other Supplies- See Justification page	-	-			
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 106,000
	TOTAL Community Development	\$ 322,950	\$ 387,539	\$ 352,454	\$ 422,945	\$ 598,626

City of Willis, Texas
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For the year ended September 30, 2022

Community Development
Justification

Acct. No.	Account Name	Projected 2020-2021	Request FY 21-22
PERSONNEL			
194116111	Salary/Wages	154,741	229,840
194116112	FICA	11,237	22,444
194116113	Health Insurance	18,254	15,780
194116114	TMRS	14,664	35,019
194116115	Unemployment	443	1,000
194116116	Worker's Comp	2,876	671
194116117	Incentive/Longevity	230	1,888
194116119	Education	757	0
194116120	Auto Allowance	5,871	8,506

Justification:	Salaries and benefits for employees
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194116211	Supplies Office	2,856	3,500
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Justification:	Copy and computer paper, pens, pencils, staples, tape, note pads, storage boxes, folders, labels, calculator paper, printer fax ink, toner cartridges, indexes, binders, envelopes, stationary - Chang due to increase of staff and work load.
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194116215	Postage	1,307	800
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Justification:	Postage, meter rental, parcel services - (cost change only) Moving closer to paperless and utilizing email more.
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194116217	Fuel	1,709	3,600
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Justification:	Fuel for vehicles (increased due to cost increase and addition of fleet vehicle)
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194116221	Animal Control	22	600
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Justification:	Normal supplies for operation of \$400 plus \$200 to replacement of delapidated traps, purchase chip ID scanner
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MAINTENANCE

194116311	Vehicles	4,413	8,000
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Justification:	\$2500 Maintenance of vehicles as projected from actual cost.(This should reduce with purchase of replacements) \$5500 for repair damage to animal control vehicle
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City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Community Development
Justification

Acct. No.	Account Name	Projected 2020-2021	Request FY 21-22
194116318	Office Equipment	15,022	12,500
Justification: Maintenance of computers, fax machine, copier, printers, phones, ordinance code update, update of records/inventory. (As projected from actual cost)			
194116319	Radios/Cell Phones	3,511	3,500
Justification: Cell phones and required radios. (Increase to accommodate added staff)			
194116320	Signs	0	600
Justification: Vehicle door signs/graphics			
	MISCELLANEOUS		
194116411	Association dues	682	850
Justification: NFPA - \$175, ICC - \$145, Renewal of certifications, Texas Department of License and Regulations - \$250, Texas State Board of Plumbing Examiners - \$165, Texas Commission on Environmental Quality - \$111,			
194116412	Meetings/conferences	1,065	7,300
Justification: Maintain licenses and certification - Jeff Cross - \$1550, Obtain required licenses and certifications - Melanie Robertson - \$1455 - Maintain required license and certifications - Eddie Carballo - \$1005, Obtain minimum certification - Zulley Powell - \$505, Lodging, books etc... \$2780			
194116413	Insurance	2,665	3,000
Justification: City hall, building, general liability (No change)			
194116415	Uniforms	0	1,200
Justification: Replacement and/or update of uniforms for building/code enforcement officer and code enforcement/animal control officer. \$600 each per year. (increase is due to additional personnel)			

City of Willis, Texas
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For the year ended September 30, 2022

Community Development
Justification

Acct. No.	Account Name	Projected 2020-2021	Request FY 21-22
194116430	Other	0	3,000
Justification:	Code enforcement camara to assist in catching people who dump garbage. Proactive clean up programs for targeted neighborhoods. (Added to assist in beautification of the city through proactive programs)		
CONTRACT SERVICES			
194016512	Engineering	2,723	3,025
Justification:	Engineering fees (No change)		
194116517	<u>Plan Review/Inspection</u> Serv	42,008	5,000
Justification:	3rd party inspection and plan review (Cut in half due to anticipated inspector licensing and certification to increase)		
194116519	Demolition/clean-up	11,314	12,500
Justification:	Demolition of delapidated structures (Per projected cost)		
194116516	Interlocal government	120,000	100,000
Justification:	MCAD and Tax Collections - (No change)		
194116520	SHTC Reimbursement	0	0
Justification:	(No change)		
UTILITIES			
194116612	Telephone	1,310	703
Justification	Electric and phone-City Hall - (No change) ww		
CAPITAL OUTLAY			
194116713	Equipment	-	106,000
Justification	Replace inspector/code enforcement truck as it has exceeded it's life span -		
194116730	Inventory of Docs	-	-

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Summary Page

No.	Category	Actual 2018-19	Budgeted 2019-20	8 mo 2019-20	Projected 2019-20	Request 2020-21
19451						
6100	Personnel	\$ 1,575,657	\$ 1,637,841	\$ 1,070,629	\$ 1,586,004	\$ 1,665,314
6200	Supplies	\$ 105,818	\$ 107,126	\$ 29,107	\$ 51,276	\$ 105,818
6300	Maintenance	\$ 105,584	\$ 130,668	\$ 66,126	\$ 133,455	\$ 133,304
6400	Misc. & Sundry	\$ 106,663	\$ 107,588	\$ 86,377	\$ 103,595	\$ 108,051
6500	Contract Services	\$ 8,011	\$ 6,795	\$ 6,319	\$ 6,819	\$ 7,995
6600	Utilities	\$ 15,000	\$ 15,056	\$ 8,741	\$ 15,180	\$ 15,056
6700	Capital Outlay	\$ 109,000	\$ 297,700	\$ 15,686	\$ 297,400	\$ 278,500
	TOTAL POLICE	\$ 2,025,733	\$ 2,302,774	\$ 1,282,985	\$ 2,193,729	\$ 2,314,038

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Support						
No.	Category	Actual	Budgeted	8 mo	Projected	Request
19451		2019-20	2020-21	2020-21	2020-21	2021-22
6100	Personnel					
6111	Salary/Wages	150,610	163,034	107,875	161,813	163,034
6112	FICA	12,144	13,594	8,673	13,010	13,605
6113	Health Insurance	20,604	31,367	16,532	24,798	31,321
6114	TMRS	16,269	17,130	11,244	16,866	17,731
6115	Unemployment	893	540	297	446	756
6116	Worker's Comp	3,273	2,884	3,075	3,075	2,903
6117	Longevity	1,356	1,464	1,444	1,444	1,608
6119	Overtime	-				
6119	Education	4,800	4,800	3,139	4,800	4,800
6120	Auto Allowances	8,400	8,400	5,600	8,400	8,400
	Total Personnel	\$ 218,350	\$ 243,213	\$ 157,879	\$ 234,652	\$ 244,157
6200	Supplies					
6211	Office	10,877	8,500	5,887	8,831	8,500
6212	Computer	615	1,300			1,300
6213	Medical	-				
6214	Chemical	-				
6215	Postage	2,176	3,500	1,818	2,727	3,500
6216	Signs	-				
6217	Fuel	-				
6220	Firearms & Ammunition	8,116	10,225	376	8,000	10,225
6230	Other - See Justification page	1,341	1,948	296		1,948
	Total Supplies	\$ 23,124	\$ 25,473	\$ 8,377	\$ 19,558	\$ 25,473
6300	Maintenance					
6311	Vehicles	\$ -				
6312	Pumps/Motors	\$ -				
6313	Buildings/Structures	\$ 20,189	\$ 18,811	\$ 13,819	\$ 20,729	\$ 18,811
6314	Streets/Sidewalks	\$ -				
6315	Drainage Ditches	\$ -				
6316	Utility Lines	\$ -				
6317	Equipment	\$ 3,702	\$ 3,086	\$ 1,277	\$ 3,086	\$ 3,086
6318	Office Equipment	\$ 27,622	\$ 42,810	\$ 14,937	\$ 40,000	\$ 44,795
6319	Radios/Cell Phones	\$ 8,505	\$ 3,136		\$ 2,136	\$ 3,136
6320	Signs	\$ -				
6321	Parks	\$ -				
6330	Other - See Justification page	\$ -				
	Total Maintenance	\$ 60,017	\$ 67,843	\$ 30,033	\$ 65,951	\$ 69,828

City of Willis, Texas
Annual Budget
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Police Department Support						
No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
6400	Miscellaneous/Sundry					
6411	Association Dues	\$ 2,974	\$ 1,687	\$ 1,800	\$ 1,800	\$ 1,800
6412	Meetings/Conferences	\$ 931	\$ 5,000	\$ 1,180	\$ 1,500	\$ 5,000
6413	Insurance	\$ 26,944	\$ 30,193	\$ 29,783	\$ 29,783	\$ 30,193
6414	Elections	\$ -				
6415	Uniforms	\$ 1,184	\$ 750	\$ 725	\$ 725	\$ 750
6416	Rentals	\$ -				
6419	TCOLE Training Allocation	\$ 3,167				
6420	Cleaning Allowance	\$ 420	\$ 1,260	\$ 315	\$ 1,260	\$ 1,260
6421	K9 Program					
6422	Crime Prevention	\$ 210	\$ 5,000			\$ 5,000
6423	Security/Emergency Mgmt	\$ 10,775	\$ 9,924	\$ 6,530	\$ 9,000	\$ 9,924
6430	Other - See Justification	\$ 1,380	\$ 2,311	\$ 1,102	\$ 1,500	\$ 2,311
	Total Miscellaneous/Sundry	\$ 47,984	\$ 56,125	\$ 41,435	\$ 45,568	\$ 56,238

6500	Contract Services					
6511	Legal	-				
6512	Engineering	-				
6513	Consultants	\$ -	\$ 1,400			\$ 2,100
	Engineering Services(mod bl	-				
6515	Auditing	-				
6516	Interlocal Government	\$ 4,999	\$ 5,035	\$ 6,319	\$ 6,819	\$ 5,535
6518	Architect					
6524	Forfeited Funds	34,550				
	Other - See Justification					
6530	page					
	Total Contract Services	\$ 39,549	\$ 6,435	\$ 6,319	\$ 6,819	\$ 7,635
6600	Utilities					
6611	Electric	\$ 7,016	\$ 7,056	\$ 4,613	\$ 6,924	\$ 7,056
6612	Telephone	\$ 6,866	\$ 8,000	\$ 4,128	\$ 8,256	\$ 8,000
6530	Other - See Justification					
	page					
	Total Utilities	\$ 13,882	\$ 15,056	\$ 8,741	\$ 15,180	\$ 15,056

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Support						
No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
6700	Capital Outlay					
6711	Real Estate					
6712	Vehicles					
6713	Equipment	-				
	Flock License Plate Reader					-
	AC System for 200 N. Bell					
6714	Building/Structures		\$ 7,200	\$ 6,900	\$ 6,900	
	2 Computers					
6715	Office Equipment	-	-			
6716	Street Signs					
6717	Traffic Signals					
6730	Other - See Justification page	-		-	-	
	Total Capital Outlay	\$ -	\$ 7,200	\$ 6,900	\$ 6,900	\$ -
	TOTAL POLICE SUPPORT	\$ 402,906	\$ 421,345	\$ 259,684	\$ 394,628	\$ 418,387

City of Willis, Texas
Annual Budget
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Police Department Justification
Support

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
PERSONNEL				
194516111	Salary/Wages	161,813	163,034	0
194516112	FICA	13,010	13,605	0
194516113	Health Insurance	24,798	31,321	0
194516114	TMRS	16,866	17,731	0
194516115	Unemployment	446	756	0
194516116	Worker's Comp	3,075	2,903	0
194516117	Incentive/Longevity	1,444	1,608	0
194516119	Education	0	0	0
194516120	Auto Allowance	4,800	4,800	0

Justification:	Salary & Wages for 1 Chief, 1 Secretary, & 1 Clerk
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Supplies

194516211	Office	8,831	8,500	0
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Justification:	Computer paper, copy paper, printing, books, videotapes, batteries, pens, pencils, map pins, maps, toner cartridges, etc. Increase requested to cover costs for battery backups for computers, higher costs for color printer toner cartridges, more printing due to employee turnover, written testing for applicants, thermal labels for bar coding on evidence
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194516212	Computer	0	1,300	0
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Justification:	CDs, DVDs, floppy disks, cables, etc. Increase due to DVDs needed to archive digital mobile data.
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194516214	Chemical	0	0	
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Justification:	Pepper Spray. This amount was moved to Patrol budget.
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194516215	Postage	2,727	3,500	-
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Justification:	Postage and delivery charges for Police Department.
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194516217	Fuel	-	-	
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Justification:	
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City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Police Department Justification Support				
Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194516220	Firearms & Ammunition	8,000	10,225	-
Justification: 50 rounds of duty pistol and duty rifle ammunition per officer for qualification = approximately \$1,351. 300 rounds of pistol and 200 rounds of rifle ammunition per officer for practice/training = approximately \$8,904.				
194516230	Other	-	1,948	-
Justification: Targets, miscellaneous supplies, and range fees of \$15.00 per officer per day.				
Maintenance				
194516313	Buildings/Structures	20,729	18,811	0
Justification: Cintas Services at \$3,600 per year; cleaning services at \$6,000 per year; repairs of building \$2,956; HVAC contract \$200 per year; fire extinguisher service \$518; Pest control services at \$300 per year. Data-Link property room alarm at \$337/year. Strip and wax at \$2,000 each x 2 = \$4,000; Buff at \$450 each x 2 = \$900. Net increase of \$37.				
194516317	Equipment	3,086	3,086	0
Justification: For generator maintenance agreement for two generators (acquired second from military surplus program Spring 2015). Generac at \$586 + load test at \$500; military generator at \$1,395 + load test at \$605.				
194516318	Office Equipment	40,000	44,795	0
Justification: Copier maintenance agreement is \$1,948/yr; IT support services @\$400/Month =\$4,800; computer repairs or replacements estimated at \$3,000; support for ticket writers \$3,208; support for the mobile digital backend, body cameras, and digital mobile units \$5,768. Interact read-only \$1,460; Sonic Wall maintenance \$293, IACP Net access fee \$525/yr., hosted Exchange \$870/yr.; \$8,505 for maintenance on Spillman RMS, Evidence and Crash modules; Repairs not covered under warranty or maintenance agreement \$5,000; Covert Track \$1,320. Command Central Analytics \$8,098.				
194516319	Radios/Cell Phones	2,136	3,136	0
Justification \$1,000 for repair of base, handheld, and vehicle-mounted radios; 1 air card at \$58/month x 12 months = \$696; 1 cell phone at \$65/month x 12 months = \$780; 1 Netgear wireless router at \$55/month x 12 months = \$660				

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Justification Support				
Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194516330	Other	0	0	
Justification				
Miscellaneous/Sundry				
194516411	association dues	1,800	1,800	0
Justification: Texas Police Association \$35/yr.; Lions Club \$720/yr.; Texas Police Chief's Association. \$254/yr.; National Association of Chiefs of Police \$70/yr.; Association of Public Safety Communication Officials \$92/yr. International Association of Chiefs of Police \$190/yr. Leadership Command College Association \$20/yr; Leadership Montgomery County Alumni Association \$100/yr; National Association of Town Watch \$35/yr.; East Central Texas Police Chiefs Association \$51; newspaper subscription \$120.				
194016412	meetings/conferences	1,500	5,000	
Justification: Training, meetings, and conferences for Chief, Secretary and Clerk, including hosting 2 meeting per year of the Montgomery County Law Enforcement Executives.				
194516413	insurance	29,783	30,193	0
Justification: Various insurance coverages (vehicle, building, notary bonds, etc.) for the police department. Increase in insurance rates.				
194516415	Uniforms	725	750	0
Justification: Uniforms for 1 Chief, 1 Secretary, and 1 Clerk				
194516420	Cleaning Allowance	1,260	1,260	0
Justification: Cleaning allowance for 1 Chief, 1 Secretary and 1 Clerk				
194516421	K9 Program	-	-	
Justification:				
194516422	Crime Prevention	-	5,000	-
Justification:				
194516423	Security/Emergency Mg.	9,000	9,924	0
Justification CodeRed \$4650/yr, genreator fuel \$1,580, EOC Server \$3,626 (283.45/month x 12 months = \$3,401 for Internet connection, plus \$293/year maintenance for Sonic Wall firewall device).				

City of Willis, Texas
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Police Department Justification Support				
Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194516430	Other	1,500	2,311	0
Justification:		Water (\$80/month x 12 months) = \$960; Employee drug testing = \$500; other = \$851		
Contract Services				
194516513	Consultant	0	2,100	0
Justification:		Behavioral health services \$100 per person x 21 = \$2,100		
194516516	Interlocal Government	6,819	5,535	0
Justification:		TCLEDDS at \$400; Montgomery County Interagency Connectivity \$90/yr./air card x 14 air cards = \$1,260; Montgomery County Radio System fees for 34 radios x \$90/yr. = \$3,060. VPN token security device annual maintenance fee of \$8.74 x 20 devices = \$175; Mobile computer antivirus maintenance \$10/each for 14 units = \$140/yr; Recognition Program annual fee = \$500.		
194516530	Other	0	0	
Justification:				
UTILITIES				
194516611	electric	6,924	7,056	0
Justification:		Electricity for police department \$588/month x 12 months = \$7,056		
194516612	telephone	8,256	8,000	0
Justification:		Telephone service and internet provider for police department. Verizon is \$65/mo (\$780/yr) for analog line. Phone and ISP through Suddenlink is approximately \$566 month (\$6,792/yr).		
CAPITAL OUTLAY				
194516713	Equipment	-	-	
Justification:				
194516714	Building/Structures	6,900	-	
Justification:		Approved purchase of rear HVAC unit.		
194516715	Office Equipment	-	-	
Justification:				

City of Willis, Texas
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Police Department
Criminal Investigation

No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
19452						
6100	Personnel					
6111	Salary/Wages	158,455	163,209	109,281	163,922	163,209
6112	FICA	14,265	13,353	8,891	13,337	13,364
6113	Health Insurance	22,062	26,567	17,956	26,934	26,521
6114	TMRS	16,824	16,827	11,104	16,658	17,417
6115	Unemployment	729	540	310	465	756
6116	Worker's Comp	5,109	4,617	4,911	4,911	4,654
6117	Longevity	1,596	1,744	1,740	1,740	1,888
6119	Education	10,800	9,600	7,061	9,600	9,600
6120	Auto Allowances					
	Total Personnel	\$ 229,839	\$ 236,457	\$ 161,254	\$ 237,567	\$ 237,409
6200	Supplies					
6211	Office	-		30	30	
6212	Computer	-				
6213	Medical	-				
6214	Chemical	-	645	525	525	645
6215	Postage	-				
6216	Signs	-				
6217	Fuel	3,781	9,936	2,316	3,474	9,936
6220	Narcotics Fund	1,187	7,000	1,700	2,700	7,000
6224	Investigative Purposes	175	5,164	10	1,000	5,164
	Total Supplies	\$ 5,143	\$ 22,745	\$ 4,581	\$ 7,729	\$ 22,745
6300	Maintenance					
6311	Vehicles	\$ -				
6312	Pumps/Motors	\$ -				
6313	Buildings/Structures	\$ -				
6314	Streets/Sidewalks	\$ -				
6315	Drainage Ditches	\$ -				
6316	Utility Lines	\$ -				
6317	Equipment	\$ -				
6318	Office Equipment	\$ -				
6319	Radios/Cell Phones	\$ 8,502	\$ 6,434	\$ 4,159	\$ 6,239	\$ 6,434
6320	Signs	\$ -				
6321	Parks	\$ -				
6330	Other	\$ -				
	Total Maintenance	\$ 8,502	\$ 6,434	\$ 4,159	\$ 6,239	\$ 6,434

City of Willis, Texas
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Police Department
Criminal Investigation

No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
6400	Miscellaneous/Sundry					
6411	Association Dues	205	115	105	105	115
6412	Meetings/Conferences	90	3,500	530		3,500
6413	Insurance	-				
6414	Elections	-				
6415	Uniforms	1,127	1,000	412	412	1,000
6416	Vehicle Rentals	26,000	24,300	15,050	22,575	24,300
6420	Cleaning Allowance	420	1,260	315	1,260	1,260
6430	Other - See Justification	0				
	Total Miscellaneous/Sundry	\$ 27,842	\$ 30,175	\$ 16,412	\$ 24,352	\$ 30,175
6500	Contract Services					
6511	Legal	-				
6512	Engineering	-				
6513	Consultants	-				
6515	Auditing	-				
6516	Interlocal Government	-				
6518	Architect	-				
6530	Other	80	360			360
	Total Contract Services	\$ 80	\$ 360	\$ -	\$ -	\$ 360
6600	Utilities					
6611	Electric	-				
6612	Telephone	-				
6530	Other	-				
	Total Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
6700	Capital Outlay					
6711	Real Estate	-				
6712	Vehicles	-				
6713	Equipment	-				
6714	Building/Structures	-	-	-	-	-
6715	Office Equipment	-	-	-	-	-
6716	Street Signs	-				
6717	Traffic Signals	-				
6730	Other	-		-	-	
	Total Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL POLICE CRIMINAL	\$ 271,407	\$ 296,171	\$ 186,406	\$ 275,887	\$ 297,123

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For the year ended September 30, 2022

Police Department Justification

Criminal Investigation

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
PERSONNEL				
194526111	Salary/Wages	163,922	163,209	0
194526112	FICA	13,337	13,364	0
194526113	Health Insurance	26,934	26,521	0
194526114	TMRS	16,658	17,417	0
194526115	Unemployment	465	756	0
194526116	Worker's Comp	4,911	4,654	0
194526117	Incentive/Longevity	1,740	1,888	0
194526119	Education	9,600	9,600	0
194526120	Auto Allowance	0	0	0

Justification:	Salary for 2 Detectives and 1 Narcotics Investigator
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Supplies

194526211	Office	30	0	0
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Justification:	
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194526212	Computer	0	0	0
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Justification:	
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194526214	Chemical	525	645	0
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Justification:	Drug test kits, gunshot residue kits, fingerprint powders, 60 blood kits for DWI's at \$7.00 each = \$420.00
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194526215	Postage	-	-	
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Justification:	
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194526217	Fuel	3,474	9,936	
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Justification:	Fuel for 2 Detectives and 1 Narcotics Investigator based on approximately 207 gallons per month x 12 months = 2,484 gallons x \$4/gallon.
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City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Police Department Justification

Criminal Investigation

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194526220	Narcotics Fund	2,700	7,000	
<div style="border: 1px solid black; padding: 5px;"> Justification: Money used in the investigation of drug cases to purchase drugs or pay rewards to informants. Amount paid is based on the kind and amount of drug purchased or on the perceived value of information given, the value of recovered property, etc. Records are kept internally of money spent and a return is made for each draw of money to the Finance Director showing the case numbers for which the money was used. </div>				
194526224	Investigative Purposes	1,000	5,164	
<div style="border: 1px solid black; padding: 5px;"> Justification: Sexual assault exams - 5 at \$600 each = \$3000, Towing vehicles for processing - \$220, Lab testing of evidence - \$1500, Accurint - \$444/yr </div>				
Maintenance				
194526311	Vehicles	0	0	0
<div style="border: 1px solid black; padding: 5px;"> Justification: Maintenance no longer needed due to approval of rental vehicles. </div>				
194526317	Equipment	0	0	0
<div style="border: 1px solid black; padding: 5px;"> Justification: </div>				
194526318	Office Equipment	-	-	
<div style="border: 1px solid black; padding: 5px;"> Justification: </div>				
194526319	Radios/Cell Phones	6,239	6,434	0
<div style="border: 1px solid black; padding: 5px;"> Justification 3 cell phones @ \$65 ea./month x 12 months = \$2,340; 3 air cards for CID computers @ \$58 ea./month x 12 months = \$2,088; 2 Netgear wireless routers @ \$55 ea./month x 12 months = \$1,320; \$686 for radio repair. </div>				
194526330	Other	0	0	0
<div style="border: 1px solid black; padding: 5px;"> Justification </div>				
Miscellaneous/Sundry				
194526411	association dues	105	115	0
<div style="border: 1px solid black; padding: 5px;"> Justification: Texas Police Association dues for 2 Detectives and 1 Narcotics Investigator. </div>				

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Justification

Criminal Investigation

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194526412	meetings/conferences	0	3,500	0
Justification:		Training courses, meetings, and conferences for 2 Detectives and 1 Narcotics Investigator.		
194526415	Uniforms	412	1,000	0
Justification:		Uniforms and other clothing items for 2 Detectives and 1 Narcotics Investigator.		
194526416	Vehicle Rentals	22,575	24,300	0
Justification:		Rental vehicles for 2 Detectives and 1 Narcotics Investigator - 3 at \$675/month x 12/months.		
194526420	Cleaning Allowance	1,260	1,260	
Justification:		Reimbursement for cleaning of uniforms for 2 Detectives and 1 Narcotics Investigator.		
194526421	K9 Program	-	-	
Justification:				
194526424	Investigative Purposes	-	-	
Justification:				
194526423	Security/Emergency Mg.	0	0	
Justification:				
194526430	Other	0	0	
Justification:		\$360 budgeted for EZ Tag fees to avoid fines during surveillance that requires traveling on toll roads.		
Contract Services				
194526513	Consultant	0	0	
Justification:				
194526516	Interlocal Government	0	0	
Justification:				

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Police Department Justification

Criminal Investigation

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194526530	Other	0	360	

Justification:	\$360 budgeted for EZ Tag fees to avoid fines during surveillance that requires traveling on toll roads.
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UTILITIES

194526611	electric	0	0
Justification:	Electricity for police department		

194526612	telephone	0	0
Justification:			

CAPITAL OUTLAY

194526712	Vehicles	-	-
Justification:			

194526713	Equipment	-	-
Justification:			

194526715	Office Equipment	-	-
Justification:			

City of Willis, Texas
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For the year ended September 30, 2022

Police Department

Patrol

No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
19453						
6100	Personnel					
6111	Salary/Wages	689,002	785,301	523,057	784,586	825,340
6112	FICA	52,644	64,285	39,877	59,816	65,688
6113	Health Insurance	110,250	147,343	89,781	134,672	147,123
6114	TMRS	70,886	81,007	52,135	78,203	85,610
6115	Unemployment	3,430	3,147	1,678	2,517	3,780
6116	Worker's Comp	23,296	22,063	23,098	23,098	22,875
6117	Longevity	3,316	3,876	3,824	3,824	4,532
6118	Overtime	569	22,349			
6119	Education	26,792	28,800	18,046	27,069	28,800
6120	Auto Allowances	0				
	Total Personnel	\$ 980,185	\$ 1,158,171	\$ 751,496	\$ 1,113,785	\$ 1,183,748
6200	Supplies	0				
6211	Office	-		469	469	
6212	Computer	-				
6213	Medical	-				
6214	Chemical	-				
6215	Postage	-				
6216	Signs	-				
6217	Fuel	22,301	58,908	15,680	23,520	57,600
6220	Narcotics Fund	-				
6224	Investigative Purposes	-				
	Total Supplies	\$ 22,301	\$ 58,908	\$ 16,149	\$ 23,989	\$ 57,600

6300	Maintenance					
6311	Vehicles	32,965	\$ 34,090	24,737	40,265	\$ 34,090
6312	Pumps/Motors	-				
6313	Buildings/Structures	-				
6314	Streets/Sidewalks	-				
6315	Drainage Ditches	-				
6316	Utility Lines	-				
6317	Equipment	-				
6318	Office Equipment	-				
6319	Radios/Cell Phones	25,223	22,301	7,197	21,000	22,952
6320	Signs	-				
6321	Parks	-				
6330	Other - See Justification	-				
	Total Maintenance	\$ 58,188	\$ 56,391	\$ 31,934	\$ 61,265	\$ 57,042

City of Willis, Texas
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Police Department

Patrol

No.	Category	Actual 2019-20	Budgeted 2020-21	8 mo 2020-21	Projected 2020-21	Request 2021-22
6400	Miscellaneous/Sundry					
6411	Association Dues	\$ 530	\$ 490	\$ 385	\$ 490	\$ 525
6412	Meetings/Conferences	\$ 7,823	\$ 6,563	\$ 7,240	\$ 7,240	\$ 6,563
6413	Insurance	\$ -				
6414	Elections	\$ -				
6415	Uniforms	\$ 9,783	\$ 8,250	\$ 19,645	\$ 19,645	\$ 8,250
6416	Vehicle Rentals	\$ -				
6420	Cleaning Allowance	\$ 1,680	\$ 5,985	\$ 1,260	\$ 6,300	\$ 6,300
6421	K9 Program	\$ -				
6422	Crime Prevention	\$ -				
6423	Security/Emergency Mgmt	\$ -				
6430	Other - See Justification	\$ 30				
	Total Miscellaneous/Sundry	\$ 19,846	\$ 21,288	\$ 28,530	\$ 33,675	\$ 21,638

6500	Contract Services					
6511	Legal	-				
6512	Engineering	-	-			
6513	Consultants	-	-			
6515	Auditing	-	-			
6516	Interlocal Government	-				
6518	Architect	-				
6530	Other	-	-			
	Total Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -

6600	Utilities					
6611	Electric	-				
6612	Telephone	-				
6530	Other	-				
	Total Utilities	\$ -	\$ -	\$ -	\$ -	\$ -

6700	Capital Outlay					
6711	Real Estate	-				
6712	Vehicles	-	278,500	1,831	278,500	278,500
	New Dump truck	-	12,000	6,955	12,000	
6713	Equipment	531				
6714	Building/Structures	-				
6715	Office Equipment	-				
6716	Street Signs	-				
6717	Traffic Signals	-				
6730	Other	-				
	Total Capital Outlay	\$ 531	\$ 290,500	\$ 8,786	\$ 290,500	\$ 278,500
	TOTAL POLICE PATROL	\$ 1,081,052	\$ 1,585,258	\$ 836,895	\$ 1,523,214	\$ 1,598,528

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Justification

Patrol				
Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
PERSONNEL				
194536111	Salary/Wages	784,586	825,340	0
194536112	FICA	59,816	65,688	0
194536113	Health Insurance	134,672	147,123	0
194536114	TMRS	78,203	85,610	0
194536115	Unemployment	2,517	3,780	0
194536116	Worker's Comp	23,098	22,875	0
194536117	Incentive/Longevity	3,824	4,532	0
194536118	Overtime	0	0	0
194536119	Education	27,069	28,800	0
194536120	Auto Allowance	0	0	0

Justification: Salaries and wages for 1 Lieutenant, 4 Sergeants, and 10 Officers. Increase due to full annual salary of new officer position that begins in 4Qtr and two Sgt promotions. Overtime for STEP program at \$12,199 to be reimbursed by STEP grant; \$10,150 to pay overtime for services at special events throughout the year, such as Juneteenth, Independence Day, Homecoming Parade, food distributions, and Christmas Parade and Festival so officers are paid instead of having to take time off from regular duties to use up earned compensatory time at rate of 1.5 hours earned for each hour worked at an event.

Supplies

194536211	Office	469	0
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Justification:

194536212	Computer	0	0
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Justification:

194536214	Chemical	0	0
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Justification:

194536215	Postage	-	-
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Justiciation:

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Police Department Justification

Patrol

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194536217	Fuel	23,520	57,600	

Justification:	Fuel for 12 police cars with approximate usage of 1,200 gallons per month x 12 months = 14,400 gallons per year x \$4/gallon throughout the year = \$57,600
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194536220	Narcotics Fund	-	-	
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Justification:	
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194536224	Investigative Purposes	0	0	
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Justification:	
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Maintenance

194536311	Vehicles	40,265	34,090	
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Justification:	Maintenance of 12 police vehicles: 1 - 2009 Crown Victoria Patrol Car, 3 - 2012 Chevy Tahoes , 2 - 2013 Chevy Tahoes, 1 - 2014 Chevy Tahoes, 2 - 2015 Chevy Tahoes, 1 - 2016 Chevy Tahoe, 1 - 2017 Tahoe, and 1 - 2018 Chevy Tahoe. The Crown Vic is used as a shuttle car for when other vehicles must be left at the shop in Conroe. Service work on the cars and the various pieces of equipment is performed by professionals instead of a talented officer or two due to complexity of equipment, and lack of time by officers.
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194536317	Equipment	0	0	
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Justification:	
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194536318	Office Equipment	-	-	
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Justification:	
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194536319	Radios/Cell Phones	21,000	22,952	
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Justification	Cell phones for 5 supervisors and 10 Officers x \$65/month x 12 months = \$11,700; 12 air cards x \$58/month x 12 months = \$8,352; 3 Netgear wireless routers x \$55/month x 12 months = \$1,980; \$920 for radio repairs.
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City of Willis, Texas
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For the year ended September 30, 2022

Police Department Justification

Patrol				
Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194536330	Other	0	0	
Justification				
Miscellaneous/Sundry				
194536411	association dues	490	525	
Justification: Texas Police Association dues for 1 Lieutenant, 4 Sergeants, and 10 Officers.				
194536412	meetings/conferences	7,240	6,563	
Justification: Training courses, meetings and conferences for 1 Lieutenant, 4 Sergeants, and 10 Officers.				
194536415	Uniforms	19,645	8,250	
Justification: Uniforms, coats, ties, raincoats, etc. for 1 Lieutenant, 4 Sergeants, and 10 Officers. Uniforms for new 4Qtr Officer.				
194536416	Vehicle Rentals	0	0	
Justification:				
194536420	Cleaning Allowance	6,300	6,300	
Justification: Reimbursement for cleaning of uniforms for 1 Lieutenant, 4 Sergeants & 10 Officers.				
194536421	K9 Program	-	-	
Justification:				
194536422	Crime Prevention	-	-	
Justification:				
194536423	Security/Emergency Mg.	0	0	
Justification				

City of Willis, Texas
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For the year ended September 30, 2022

Police Department Justification

Patrol

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22	Approved FY 21-22
194536430	Other	0	0	

Justification:

Contract Services

194536513	Consultant	0	0	
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Justification:

194536516	Interlocal Government	0	0	
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Justification:

194536530	Other	0	0	
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Justification:

UTILITIES

194536611	electric	0	0	
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Justification:

194536612	telephone	0	0	
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Justification:

CAPITAL OUTLAY

194536712	Vehicles	278,500	-	-
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Justification: 109,000 is a carry over from 2019-2020, and 169,500 is carry over from 2020-2021 because the vehicles ordered have not yet been delivered. This money comes from the RLC fund.

194536714	Building/Structures	-	-	-
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Justification:

194536715	Office Equipment	-	-	-
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Justification:

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Water Production

No.	Category	Actual 2019-20	Budgeted FY 20-21	10 Mo. FY 20-21	Projected FY 20-21	Request FY 21-22
794316100	Personnel					
794316111	Salary/Wages	88,041	85,080	90,093	108,112	138,434
794316112	FICA	6,443	6,685	6,630	7,956	7,419
794316113	Health Insurance	7,354	22,711	7,522	9,026	20,823
794316114	TMRS	8,743	8,429	9,067	10,880	9,705
794316115	Unemployment	534	313	252	303	469
794316116	Worker's Comp	3,373	3,154	3,175	3,810	4,191
794316117	Incentive/Longevity	432	360	531	638	363
794316118	OverTime	3,992	2,310	4,699	5,639	3,284
794316119	Education Incentive	4,085	-	1,655	1,986	948
794316120	Vehicle Allowance	-	-	-	-	-
	Total Personnel	122,996	129,043	123,625	148,350	185,635
794316200	Supplies					
794316211	Office	1,889	2,300	582	699	769
794316212	Computer	-	540	-	-	-
794316213	Medical	-	100	483	579	637
794316214	Chemical	57,377	55,000	48,105	57,725	63,498
794316215	Postage	120	200	-	-	200
794316216	Signs	-	100	-	-	100
794316217	Fuel	4,564	5,600	6,451	7,741	8,515
794316230	Other	-	-	-	-	-
	Total Supplies	63,950	63,840	55,620	66,744	73,718
794316300	Maintenance					
794316311	Vehicles	4,125	5,000	1,570	1,884	5,000
794316312	Pumps/Motors	16,687	30,000	47,328	56,794	45,000
794316313	Buildings/Structures	5,533	11,000	11,084	13,300	12,000
794316314	Streets/Sidewalks	-	100	-	-	100
794316315	Drainage Ditches	-	100	-	-	100
794316316	Utility Lines	4,645	4,000	3,911	4,693	5,162
794316317	Equipment	15,708	24,000	21,606	25,927	28,520
794316318	Operations/Office Equipment	11,797	11,500	9,510	11,412	12,553
794316319	Radios/Cell Phones	3,873	3,900	2,048	2,457	2,703
794316320	Signs	-	100	-	-	100
794316321	Parks	-	0	-	-	-
794316322	Water Samples	2,036	3,500	-	-	3,500
794316323	Sludge Removal	-	0	-	-	-
794316330	Other	-	0	-	-	-
	Total Maintenance	64,404	93,200	97,057	116,468	114,739

City of Willis, Texas
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Public Works

Water Production

No.	Category	Actual 2019-20	Budgeted FY 20-21	10 Mo. FY 20-21	Projected FY 20-21	Request FY 21-22
794316400	Miscellaneous/Sundry					
794316411	Association Dues	844	1,000	1,319	1,582	1,741
794316412	Meetings/Conferences	865	1,750	-	-	1,750
794316413	Insurance	7,733	12,000	7,733	9,280	13,200
794316414	Elections	-	0	-	-	-
794316415	Uniforms	1,655	2,560	619	743	2,816
794316416	Rentals	5,652	7,500	4,375	5,250	8,250
794316417	Legal Notices	-	0	-	-	-
794316430	Other	-	0	-	-	-
	Total Miscellaneous/Sundry	16,749	24,810	14,046	16,855	27,757
794316500	Contract Services					
794316511	Legal	-	-	-	-	-
794316512	Engineering	12,036	25,000	9,404	11,285	27,500
794316513	Consultants	-	-	-	-	-
794316514	Solid Waste	-	-	-	-	-
794316515	Auditing	-	-	-	-	-
794316516	Interlocal Government	28,850	46,424	23,879	28,654	51,066
794316530	Other (CDBG Match)	-	-	-	-	-
	Total Contract Services	40,887	71,424	33,283	39,940	78,566
794316600	Utilities					
794316611	Electric	116,425	118,000	33,305	39,966	129,800
794316612	Telephone	4,016	4,200	8,254	9,905	10,895
794316630	Other	-	-	-	-	-
	Total Utilities	120,441	122,200	41,559	49,871	140,695

City of Willis, Texas
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Public Works

Water Production

No.	Category	Actual 2019-20	Budgeted FY 20-21	10 Mo. FY 20-21	Projected FY 20-21	Request FY 21-22
794316700	Capital Outlay					
794316711	Real Estate	-	-	-	-	-
794316712	Vehicles	-	-	-	-	-
794316713	Equipment	-	-	-	-	-
	4 Computer Systems	-	30,000	-	-	-
	GIS implementation w/software	-	-	-	-	-
	1/2 ton truck(Water/wastewater	-	7,500	-	-	-
	3.5 inch hammer mole	-	-	-	-	-
794316714	Building/Structures	-	-	-	-	-
	Fixed based meter reading syst	-	-	-	-	-
794316715	Office Equipment	-	-	-	-	-
794316716	Street Signs	-	-	-	-	-
794316717	Traffic Signals	-	-	-	-	-
794316730	Other CBDG grant match	-	-	-	-	-
	Total Capital Outlay	-	37,500	-	-	-
	TOTAL WATER PRODUCTION	429,427	542,017	365,189	438,227	621,110

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Water Production

No.	Category	Actual 2019-20	Budgeted FY 20-21	10 Mo. FY 20-21	Projected FY 20-21	Request FY 21-22
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Summary Page

794316100	Total Personnel	122,996	129,043	123,625	148,350	185,635
794316200	Total Supplies	63,950	63,840	55,620	66,744	73,718
794316300	Total Maintenance	64,404	93,200	97,057	116,468	114,739
794316400	Total Miscellaneous/Sundry	16,749	24,810	14,046	16,855	27,757
794316500	Total Contract Services	40,887	71,424	33,283	39,940	78,566
794316600	Total Utilities	120,441	122,200	41,559	49,871	140,695
	Total Operations and Maint.	429,427	504,517	365,189	438,227	621,110
794316700	Total Capital Outlay	0	37,500	0	0	0
	TOTAL WATER PRODUCTION	429,427	542,017	365,189	438,227	621,110

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Water Production

Acct. No.	Account Name	Projected FY 20-21	Request FY 21
794316111	Salary/Wages	108,112	138,434
794316112	FICA	7,956	7,419
794316113	Health Insurance	9,026	20,823
794316114	TMRS	10,880	9,705
794316115	Unemployment	303	469
794316116	Worker's Comp	3,810	4,191
794316117	Incentive/Longevity	638	363
794316118	Overtime	5,639	3,284
794316119	Education Incentive	1,986	948
794316120	Vehicle Allowance	0	-
	Total	148,350	185,635

Justification: Salary and benefits for 14 employees, increases in Health Insurance, unemployment, and updates to reflect actual expenditures. Overtime increase to cover special events.

SUPPLIES

794316211	Office	699	769
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Justification: Paper, writing utensils, files, peripherals, printer ink, water, ice, coffee, cups, etc.. Increased to reflect costs

794316212	Computer	0	0
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Justification: Pay for Logmein, software to view SCADA remotely, new computer replacement. Costs for maintaining office and SCADA computers, printer ink, paper, peripherals, etc. No change

794316213	Medical	579	637
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Justification: Maintain first aid kits. No change

794316214	Chemical	57,725	63,498
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Justification: Gas & Liquid Chlorine and Phosphate for disinfection and pipe corrosion control, split between prod. & dist. Projected increase due to liquid chemical conversion to Water plant 1 & 3 and using more chlorine for cooling towers. Liquide chlorine also cost more than gas chlorine. 10 % increase from FY20 to cover additional cost of new development

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Public Works

Water Production

Acct. No.	Account Name	Projected FY 20-21	Request FY 21
794316215	Postage	0	200

Justification: Mailing of letters and reports to TCEQ, TWDB, LSGCD, SJRA, and lab to citizens fo lead & copper. No change

794316216	Signs	0	100
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Justification: TCEQ and OSHA required signage for water production sites, proposed new signs at water plants. Propose to change sings and place new logo on signs. No change.

794316217	Fuel	7,741	8,515
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Justification: Fuel for vehicles, emergency power generators, and equipment. 1,400 gallons at an average cost of \$4.00 per gallon. Increased to reflect actual usage and the rise and volatile fluctuations in fuel prices. No change.

MAINTENANCE

7943106311	Vehicles	1,884	5,000
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Justification: Maintenance for the Public Works Department fleet. No change.

7943106312	Pumps/Motors	56,794	45,000
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Justification: For repair of pumps and motors dealing with wells, possible new pumps, items that are not scheduled. yearly testing of water wells. No change

7943106313	Buildings/structures	13,300	12,000
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Justification: 17/18 Proposed increase to clean inside of both GSR at water plant 1 & 2. Clean inside ESR at water plant 2 &3 on a yearly basis. This will help with water quality and allow staff to monitor the inside of the tanks. TCEQ Maintenance on PW Warehouse and water plant structures. Costs shared with Distribution division. Clean both GSR at water plant 1 & 2. Clean ESR at water plant 2 &3. No change.

7943106314	Streets/Sidewalks	0	100
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Justification: Sidewalk/concrete slab repair costs within water production sites. No change.

7943106315	Drainage Ditches	0	100
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Justification: Drainage ditch repair costs within or effected by water production sites. No change.

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Water Production

Acct. No.	Account Name	Projected FY 20-21	Request FY 21
7943106316	Utility Lines	4,693	5,162

Justification: Utility line maintenance, repairs, additions, and improvements within water production sites. Reduced to reflect actual usage. No change.

7943106317	Equipment	25,927	28,520
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Justification: 17/18 Proposed increase to cover Generator maintenance contract for all stand alone generators. chlorination equipment. Increased by \$4,000 for electrical maintenance, for an electrician to inspect each panel on a yearly basis to prevent catastrophic failure and maintain electrical integrity. No change.

7943106318	Operations/Office Equipment	11,412	12,553
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Justification: Chlorination equipment and master meter maintenance, calibration, yearly certifications for meters and repairs. Increased to reflect actual costs.

7943106319	Radios/Cell Phones	2,457	2,703
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Justification: Monthly costs for 11 cell phones and maintenance costs for 18 radios. Montgomery County charges \$7.50/radio/month. Increased to reflect actual costs.

7943106320	Signs	0	100
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Justification: Maintenance on TCEQ required signs for water production sites. Cost shared with Distribution Division. No change.

7943106322	Water Samples	-	3,500
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Justification: Monthly bac t and yearly samples required by TCEQ. Reduced to reflect actual costs.

MISCELLANEOUS

7943106411	Association dues	1,582	1,741
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Justification: AWWA, TMUA, LMC, Kiwanis, TWUA Green Forest, and TPWA association memberships. No change.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Water Production

Acct. No.	Account Name	Projected FY 20-21	Request FY 21
7943106412	Meetings/conferences	0	1,750

Justification: Training and expense-continuing education for operator certification and certification renewal. No change.

7943106413	Insurance	9,280	13,200
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Justification: Warehouse, wells, and water production equipment. Increased to reflect actual costs.

7943106415	Uniforms	743	2,816
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Justification: Uniform rental and service plus safety boots for 8 employees. This cost is split between all Water & Wastewater divisions. No change.

7943106416	Rentals	5,250	8,250
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Justification: Pumps and equipment, monthly lease to purchase of Back Hoe. No change.

CONTRACT SERVICES

7943106512	Engineering	11,285	27,500
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Justification: Line extensions. No change.

7943106516	Interlocal government	28,654	51,066
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Justification: TCEQ Annual Fee (split with Water Distribution); Lone Star Ground Water Conservation District (LSGCD) historic use and permit fees; LSGCD charges Tier Two Chemical Reporting Fee. BSI backflow program, SJRA Qrt Installment. No change.

UTILITIES

7943106611	Electric	39,966	129,800
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Justification: Electricity required to operate 4 existing water wells, 2 new water wells, 6 existing booster pumps, and related equipment, cooling towers. Increased to reflect actual costs

7943106612	Telephone	9,905	10,895
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Justification: Mobile and land line telephone services are split between all five public works divisions. Increased to reflect actual costs

CAPITAL OUTLAY

7943106730	Other, City match for CBDG grant	0	\$0
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City of Willis, Texas
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For the year ended September 30, 2022

Public Works
Water Distribution

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	8 Mo. FY 20	Projected FY 20	Request FY 21
794326100	Personnel					
794326111	Salary/Wages	112,591	180,626	101,016	121,219	189,278
794326112	FICA	8,072	14,230	7,778	9,333	10,293
794326113	Health Insurance	11,031	49,643	11,283	13,540	25,737
794326114	TMRS	10,931	17,932	10,470	12,564	13,490
794326115	Unemployment	731	515	296	355	731
794326116	Worker's Comp	4,724	6,713	4,526	5,431	3,722
794326117	Incentive/Longevity	1,089	779	1,207	1,448	756
794326118	OverTime	5,435	5,390	6,025	7,230	5,120
794326119	Education Incentive	4,331	-	1,881	2,257	840
794326120	Vehicle Allowance	-	-	-	-	-
	Total Personnel	158,935	275,827	144,481	173,377	249,966
794326200	Supplies					
794326211	Office	769	1,000	524	629	692
794326212	Computer	-	540	-	-	594
794326213	Medical	-	100	-	-	110
794326214	Chemical	-	15,000	-	-	10,000
794326215	Postage	-	200	-	-	220
794326216	Signs	-	100	-	-	110
794326217	Fuel	3,415	6,000	3,524	4,229	6,600
794326230	Other	-	-	-	-	-
	Total Supplies	4,184	22,940	4,048	4,858	18,326
794326300	Maintenance					
794326311	Vehicles	5,427	6,500	18,283	21,939	7,500
794326312	Pumps/Motors	-	-	-	-	-
794326313	Buildings/Structures	100	1,000	1,000	1,200	1,320
794326314	Streets/Sidewalks	-	-	-	-	-
794326315	Drainage Ditches	120	-	-	-	-
794326316	Utility Lines	50,053	75,000	77,771	93,325	75,000
794326317	Equipment	19,113	29,000	21,263	25,516	31,900
794326318	Operations/Office Equipm	7,706	9,000	8,372	10,046	11,051
794326319	Radios/Cell Phones	3,907	4,000	2,048	2,457	4,400
794326320	Signs	-	100	-	-	110
794326321	Parks	-	-	-	-	-
794326322	Water Samples	3,849	4,500	1,266	1,519	4,950
794326323	Sludge Removal	-	-	-	-	-
794326330	Other	-	-	-	-	-
	Total Maintenance	90,275	129,100	130,002	156,002	136,231

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Public Works
Water Distribution

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	8 Mo. FY 20	Projected FY 20	Request FY 21
794326400	Miscellaneous/Sundry					
794326411	Association Dues	407	1,200	41	49	1,320
794326412	Meetings/Conferences	-	1,800	-	-	1,980
794326413	Insurance	3,706	5,800	3,706	4,447	6,380
794326414	Elections	-	-	-	-	-
794326415	Uniforms	2,540	3,420	707	849	3,762
794326416	Rentals	9,022	7,500	6,214	7,457	8,202
794326417	Legal Notices	-	-	-	-	-
794326430	Other	-	-	-	-	-
	Total Miscellaneous/Sundry	15,674	19,720	10,668	12,802	21,644
794326500	Contract Services					
794326511	Legal	-	-	-	-	-
794326512	Engineering	9,128	15,000	3,640	4,368	16,500
794326513	Consultants	-	-	-	-	-
794326514	Solid Waste	-	-	-	-	-
794326515	Auditing	-	-	-	-	-
794326516	Interlocal Government	6,475	16,400	8,402	10,083	18,040
794326521	AMR	-	-	-	-	-
794326530	Other	3,927	5,900	-	-	-
	Total Contract Services	19,530	37,300	12,042	14,451	34,540
794326600	Utilities					
794326611	Electric	-	-	-	-	-
794326612	Telephone	1,817	1,900	1,695	2,034	2,238
794326630	Other	-	-	-	-	-
	Total Utilities	1,817	1,900	1,695	2,034	2,238

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Public Works
Water Distribution

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	8 Mo. FY 20	Projected FY 20	Request FY 21
794326700	Capital Outlay					
794326711	Real Estate		-	-	-	-
794326712	Vehicles		-	-	-	-
794326713	Equipment		-	-	-	-
	GIS implementation w/software		1,400	-	-	-
	1/2 ton truck(used) replace 1 worn out		4,500			-
794326714	Building/Structures		-	-	-	-
794326715	Office Equipment		-	-	-	-
794326716	Street Signs		-	-	-	-
794326717	Traffic Signals		-	-	-	-
794326730	Other		-	-	-	-
	Package Name					-
	Integrated Software(share with admin)		120,000			-
	Connect gen to well 6					-
	Line storage tank at WP1					-
	Total Capital Outlay	-	125,900	-	-	-
	TOTAL WATER DISTRI	290,414	612,687	302,937	363,524	462,944

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Public Works
Water Distribution

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	8 Mo. FY 20	Projected FY 20	Request FY 21
Summary Page						
794326100	Total Personnel	158,935	275,827	144,481	173,377	249,966
794326200	Total Supplies	4,184	22,940	4,048	4,858	18,326
794326300	Total Maintenance	90,275	129,100	130,002	156,002	136,231
794326400	Total Miscellaneous/Su	15,674	19,720	10,668	12,802	21,644
794326500	Total Contract Services	19,530	37,300	12,042	14,451	34,540
794326600	Total Utilities	1,817	1,900	1,695	2,034	2,238
	Total Operations and Maint.	290,414	486,787	302,937	363,524	462,944
794326700	Total Capital Outlay	0	125,900	0	0	0
	TOTAL WATER DISTRIBUTION	290,414	612,687	302,937	363,524	462,944

City of Willis, Texas
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Public Works
Water Distribution

Acct. No.	Account Name	Projected FY 20	Request FY 21
794326111	Salary/Wages	180,626	189,278
794326112	FICA	14,230	10,293
794326113	Health Insurance	49,643	25,737
794326114	TMRS	17,932	13,490
794326115	Unemployment	515	731
794326116	Worker's Comp	6,713	3,722
794326117	Incentive/Longevity	779	756
794326118	Overtime	5,390	5,120
794326119	Education Incentive	0	840
794326120	Vehicle Allowance	0	0
	Total	275,827	249,966

Justification: Salary and benefits for 14 employees, increases in Health Insurance, unemployment, and updates to reflect actual expenditures. Overtime increase to cover special events.

SUPPLIES

794326211	Office	629	692
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Justification: Paper, writing utensils, files, printer ink, water, ice, coffee, cups, etc.. No Change.

794326212	Computer	0	594
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Justification: Proposed to raise this to pay for Logmein, software to view SCADA remotely, new computer replacement Costs for maintaining office and SCADA computers, printer ink, paper, etc. No change.

7943206213	Medical	0	110
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Justification: Expenses for maintaining first aid kits. This cost is split among all five public works divisions. No change

794326214	Chemical	0	10,000
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Justification: Chlorine for disinfecting water distribution mains and phosphate for pipe corrosion control. Increased to cover addition of phosphate for pipe corrosion control and reduce red water. No change.

794326215	Postage	0	220
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Justification: Mailing of letters and reports to TCEQ, TWDB, LSGCD, SJRA, and citizens. No change.

794326216	Signs	0	110
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Justification: TCEQ and OSHA required signage, proposed new signs at water plants. No change

794326217	Fuel	4,229	6,600
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City of Willis, Texas
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Public Works
Water Distribution

Acct. No.	Account Name	Projected FY 20	Request FY 21
Justification: Fuel for vehicles and equipment. 2,200 gallons at average cost of \$4.00/gallon. Reduced to reflect costs.			
794326230	Other	0	0

Justification: No change.

MAINTENANCE

7943206311	Vehicles	21,939	7,500
Justification: Maintenance for the Public Works Department fleet. Slight increase due to aging fleet.			

7943206313	Buildings/Structures	1,200	1,320
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Justification: Warehouse maintenance. Costs shared with Production division. No change.

7943206314	Streets/Sidewalks	0	0
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Justification: Street and sidewalk repair costs associated with distribution system expansion and repair. Taken out of budget because this is an unnecessary item.

7943206315	Drainage Ditches	0	0
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Justification: Drainage ditch repair costs associated with distribution system expansion and repairs. Taken out of budget because this isn't a necessary item.

7943206316	Utility Lines	93,325	75,000
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Justification: Water mains, meters, valves, hydrants, service, and repairs; tank and booster pump maintenance. Increased to cover the lines that have been added to the system

7943206317	Equipment	25,516	31,900
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Justification: Generator maintenance contract for all stand alone generators as well as equipment to perform the job. Slight increase to reflect actual costs.

7943206318	Operations/Office Equipment	10,046	11,051
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Justification: Meter testing, testing equipment and repairs, system operations equipment, and office equipment. Increased to reflect costs.

7943206319	Radios/Cell Phones	2,457	4,400
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Justification: Monthly costs for 11 cell phones and maintenance costs for 17 radios. Montgomery County charges \$7.50/radio/month. Increased to reflect actual costs.

7943206320	Signs	0	110
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Justification: Maintenance on TCEQ required signs for water production sites. Cost shared with Production Division. No change.

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Public Works
Water Distribution

Acct. No.	Account Name	Projected FY 20	Request FY 21
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City of Willis, Texas
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Public Works

Water Distribution

Acct. No.	Account Name	Projected FY 20	Request FY 21
7943206321	Parks	0	0

Justification: CDC to cover maintenance expenses. No change.

7943206322	Water Samples	1,519	4,950
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Justification: 8 monthly TCEQ required routine bacteriological samples per month, distribution samples for main extensions and repairs as needed plus all distribution system samples collected by TCEQ. Also, there are sampling fees associated with new lines, repairs, and extensions. No change

MISCELLANEOUS

7943106411	Association dues	49	1,320
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Justification: AWWA, TMUA, LMC, Kiwanis, TWUA Green Forest, and TPWA association memberships. No change.

7943106412	Meetings/conferences	0	1,980
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Justification: Training and expense-continuing education and development for operator certification and renewal. No change

7943206413	Insurance	4,447	6,380
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Justification: Warehouse, distribution infrastructure, and wells. Increased to reflect actual expenditures. Increased to reflect costs

7943106415	Uniforms	849	3,762
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Justification: Uniform rental and service plus safety boots for 11 employees. This cost is split between all five public works divisions. Decrease reflects actual and anticipated expenditures. No change.

7943206416	Rentals	7,457	8,202
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Justification: Equipment as needed for distribution line repairs and installation, including Council approved monthly lease to purchase of Back Hoe, Municipal Swap Program through Bobcat of Houston for the Bobcat Mini Excavator. No change.

CONTRACT SERVICES

7943206512	Engineering	4,368	16,500
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Justification: Engineering for line extensions and necessary system improvements to the existing distribution system. No change.

7943206513	Consultants	0	0
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Justification: General consultation and emergencies. No change.

City of Willis, Texas
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Public Works

Water Distribution

Acct. No.	Account Name	Projected FY 20	Request FY 21
7943206516	Interlocal Government	10,083	18,040

Justification: Increased due to railroad lease increase TCEQ Annual Fee and required consumer confidence reporting water customer. Tier Two confidence preparation fees; Consumer reports are required by the TCEQ to be delivered each year to each Chemical Reporting fee, Utility Location Service fees, and Railroad Lease. BSI backflow. No change.

UTILITIES

7943206611	Electric	0	0
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Justification: Electricity required to operate booster pumps. Cost shared with water production division.

7943206612	Telephone	1,900	2,238
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Justification: Land Line phone service split between all PW divisions. Increased to reflect actual costs.

CAPITAL OUTLAY

794326713	Equipment	0	\$0
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City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Wastewater Collections

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
794416100	Personnel					
794416111	Salary/Wages	76,165	87,656	71,887	86,265	172,660
794416112	FICA	5,509	7,106	5,512	6,614	9,428
794416113	Health Insurance	7,354	25,649	7,522	9,026	22,817
794416114	TMRS	7,527	8,955	7,418	8,901	12,361
794416115	Unemployment	403	347	187	225	668
794416116	Worker's Comp	7,361	3,352	3,339	4,007	3,409
794416117	Incentive/Longevity	1,048	708	1,120	1,344	738
794416118	Overtime	3,461	5,236	4,036	4,843	3,887
794416119	Education Incentive	1,470	0	1,242	1,491	420
794416120	Vehicle Allowance		0	0	0	0
	Total Personnel	110,298	139,010	102,264	122,716	226,387
794416200	Supplies					
794416211	Office	976	900	1,418	1,701	1,871
794416212	Computer		540		0	594
794416213	Medical		100		0	110
794416214	Chemical	971	1,200	2,006	2,407	2,648
794416215	Postage		500		0	550
794416216	Signs		100		0	110
794416217	Fuel	4,236	6,000	3,618	4,342	6,600
794416230	Other				0	0
	Total Supplies	6,182	9,340	7,042	8,450	12,483
794416300	Maintenance					
794416311	Vehicles	5,221	7,000	1,169	1,402	7,700
794416312	Pumps/Motors	43,237	45,000	23,974	28,769	49,500
794416313	Buildings/Structures		1,000		0	1,100
794416314	Streets/Sidewalks		0		0	0
794416315	Drainage Ditches		0		0	0
794416316	Utility Lines	20,187	45,000	19,779	23,734	45,000
794416317	Equipment	18,073	27,200	15,348	18,417	29,920
794416318	Operations/Office Equipm	5,972	7,500	11,166	13,400	14,740
794416319	Radios/Cell Phones	3,737	4,000	2,048	2,457	4,400
794416320	Signs		100		0	110
794416321	Parks		0		0	0
794416322	Water Samples		0		0	0
794416323	Sludge Removal	1,320	6,000		0	6,600
794416330	Other				0	0

City of Willis, Texas
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Public Works

Wastewater Collections

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
	Total Maintenance	97,746	142,800	73,483	88,180	159,070
794416400	Miscellaneous/Sundry					
794416411	Association Dues	187	1,200	191	229	1,320
794416412	Meetings/Conferences		1,800	775	930	1,980
794416413	Insurance	8,297	13,000	8,297	9,956	14,300
794416414	Elections		0		0	0
794416415	Uniforms	2,162	3,220	597	717	3,542
794416416	Rentals	6,039	6,000	6,377	7,653	8,418
794416417	Legal Notices		0		0	0
794416430	Other		0		0	0
	Total Miscellaneous/Su	16,685	25,220	16,237	19,484	29,560
794416500	Contract Services					
794416511	Legal		0		0	0
794416512	Engineering	9,445	25,000	2,476	2,972	25,000
794416513	Consultants		0		0	0
794416514	Solid Waste		0		0	0
794416515	Auditing		0		0	0
794416516	Interlocal Government	3,125	7,000	3,221	3,865	7,700
794416530	Other	29	2,500		0	2,750
	Total Contract Services	12,600	34,500	5,697	6,836	35,450
794416600	Utilities					
794416611	Electric	42,027	63,000	22,345	26,814	69,300
794416612	Telephone	7,980	8,400	5,268	6,322	9,240
794416630	Other				0	0
	Total Utilities	50,006	71,400	27,614	33,136	78,540
794416700	Capital Outlay					
794416711	Real Estate				0	
794416712	Vehicles				0	
794416713	Equipment				0	
	Repair/Paint WP3(TDA Match Funds)		0		0	0
794416714	Building/Structures				0	
794416715	Office Equipment				0	
794416716	Street Signs				0	
794416717	Traffic Signals				0	
794416730	Other				0	
	Develop Sewer Model		0		0	0
	Total Capital Outlay	0	0	0	0	0

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Public Works

Wastewater Collections

Acct. No.	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
	Total Wastewater Collecti	293,517	422,270	232,336	278,803	541,489

Summary Page

794416100	Total Personnel	110,298	139,010	102,264	122,716	226,387
794416200	Total Supplies	6,182	9,340	7,042	8,450	12,483
794416300	Total Maintenance	97,746	142,800	73,483	88,180	159,070
794416400	Total Miscellaneous/Su	16,685	25,220	16,237	19,484	29,560
794416500	Total Contract Services	12,600	34,500	5,697	6,836	35,450
794416600	Total Utilities	50,006	71,400	27,614	33,136	78,540
	Total Operations and Maint.	293,517	422,270	232,336	278,803	541,489
794416700	Total Capital Outlay	0	0	0	0	0
	Total Wastewater Collection	293,517	422,270	232,336	278,803	541,489

City of Willis, Texas
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Public Works

Wastewater Collections

Acct. No.	Account Name	Projected FY 20	Request FY 21
794416111	Salary/Wages	86,265	172,660
794416112	FICA	6,614	9,428
794416113	Health Insurance	9,026	22,817
794416114	TMRS	8,901	12,361
794416115	Unemployment	225	668
794416116	Worker's Comp	4,007	3,409
794416117	Incentive/Longevity	1,344	738
794416118	Overtime	4,843	3,887
794416119	Education Incentive	1,491	420
794416120	Vehicle Allowance	0	0
	Total	122,716	226,387

Justification: Salary and benefits for 14 employees. increases in Health Insurance, unemployment, and updates to reflect actual expenditures. Overtime increase to cover special events.

SUPPLIES

794416211	Office	1,701	1,871
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Justification: Paper, writing utensils, files, printer ink, water, ice, coffee, cups, etc. Increased to reflect actual expenditures during the previous fiscal year. Increased to reflect actual cost.

794416212	Computer	0	594
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Justification: Costs for maintaining office and SCADA computers, printer ink, paper, etc., new computer replacement Proposed increase to cover LogMeIn, SCADA access remotely. No change.

794416213	Medical	0	110
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Justification: Expenses for maintaining first aid kits. This cost is split among all five public works divisions. No change.

794416214	Chemical	2,407	2,648
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Justification: Granular HTH chlorine for sanitizing around sanitary sewer overflows, root stop, etc. Decreased to reflect actual costs.

794416215	Postage	0	550
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Justification: Mailing of letters and reports to TCEQ and citizens. Reduced to reflect actual costs.

794416216	Signs	0	110
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Justification: TCEQ and OSHA required signage. No change.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Wastewater Collections

Acct. No.	Account Name	Projected FY 20	Request FY 21
794416217	Fuel	4,342	6,600

Justification: Fuel for vehicles, emergency power generators and equipment. Reduced to reflect actual costs.

MAINTENANCE

794416311	Vehicles	1,402	7,700
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Justification: Maintenance for the Public Works Department fleet. No change.

794416312	Pumps/Motors	28,769	49,500
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Justification: Maintenance and/or replacement as necessary of 19 lift station pumps and motors. No change.

794416313	Buildings/Structures	0	1,100
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Justification: 16 lift station housings, fences and warehouse maintenance which is shared between all five divisions. No change.

794416314	Streets/Sidewalks	0	0
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Justification: Street and sidewalk repair costs associated with collection system expansion and repair. No change.

794416315	Drainage Ditches	0	0
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Justification: Drainage ditch repair costs associated with collection system expansion and repair. No change.

794416316	Utility lines	23,734	45,000
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Justification: Sanitary sewer line maintenance, repairs, improvements, and extensions. Manhole maintenance, replacement, and repairs, taps, bores, etc. No change.

794416317	Equipment	18,417	29,920
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Justification: Generator maintenance contract for all stand alone generators Maintenance on: one 1989 John Deere 310C backhoe, one 2008 Volvo backhoe BL60, one 1990 L2350 Kubota tractor, one Kubota riding lawn mower, one 1999 John Deere 5410 tractor, one Cub Cadet riding lawn mower and various small gas powered tools such as chain saws, air compressor, push mowers, weed eaters, etc. Increased by \$9,000 to purchase a boring machine that will bore 4" to 10"; increased by \$4,000 for electrical maintenance, for an electrician to inspect each panel on a yearly basis to prevent catastrophic failure and maintain electrical integrity. Increased to reflect actual costs.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Wastewater Collections

Acct. No.	Account Name	Projected FY 20	Request FY 21
794416318	Operations/Office Equipmer	13,400	14,740
Justification: Maintenance and repair of SCADA telemetry for remote wet well level and pump monitoring and controls per SSO plan. Maintenance/replacement of safety equipment and lift station facility equipment, and maintenance required for new SCADA equipment installed at existing and new lift stations. Increased to reflect costs.			
794416319	Radios/Cell Phones	2,457	4,400
Justification: Monthly costs for 11 cell phones and maintenance costs for 17 radios. Montgomery County charges \$7.50/radio/month. Increased to reflect actual costs.			
794416320	Signs	0	110
Justification: Maintenance on TCEQ and OSHA required signs. Cost shared with Wastewater Treatment Division. No change.			
794416323	Sludge Removal	0	6,600
Justification: Proposed increase due to the need to clean lift station more. Reduced to reflect actual costs.			
MISCELLANEOUS			
7944106411	Association dues	229	1,320
Justification: AWWA, TMUA, LMC, Kiwanis, TWUA Green Forest, and TPWA association memberships. No change.			
7944106412	Meetings/Conferences	930	1,980
Justification: Training and expense-continuing education and development for operator certification and renewal. No change.			
7944106413	Insurance	9,956	14,300
Justification: 17 lift stations. Increased to reflect actual expenditures during previous fiscal year.			
7944106415	Uniforms	717	3,542
Justification: Uniform rental and service plus safety boots for 11 employees. This cost is split between all five public works divisions. No change.			
7944106416	Rentals	7,653	8,418
Justification: Equipment as needed for distribution line repairs and installation, including Council approved			

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Wastewater Collections

Acct. No.	Account Name	Projected FY 20	Request FY 21
CONTRACT SERVICES			
7944106512	Engineering	2,972	25,000
Justification: Collection system improvements, general consultation, and emergencies. No change.			
7944106516	Interlocal Government	3,865	7,700
Justification: Tier Two Reporting Fees, Utility Location Service fees. No change.			
UTILITIES			
7944106611	Electric	26,814	69,300
Justification: Operation of 19 lift stations. No change from previous FY.			
7944106612	Telephone	6,322	9,240
Justification: Maintenance and addition of phone lines to lift stations per SSO plan, reallocation of funds for cell phones and radios. Land line phone service split between all five public works divisions. Increased due to actual costs.			

CAPITAL OUTLAY

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works
Waste Water Treatment

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
794426100	Personnel					
794426111	Salary/Wages	96,399	103,936	89,510	107,412	176,464
794426112	FICA	7,248	8,123	7,150	8,580	8,500
794426113	Health Insurance	22,062	26,743	22,566	27,079	25,818
794426114	TMRS	9,937	10,236	9,421	11,305	11,117
794426115	Unemployment	635	430	279	334	602
794426116	Worker's Comp	198	3,832	3,824	4,589	3,500
794426117	Incentive/Longevity	383	403	496	596	395
794426118	Overtime	4,818	2,244	4,094	4,913	3,505
794426119	Education Incentive	5,213	0	4,411	5,293	4,092
794426120	Vehicle Allowance		0		0	0
	Total Personnel	146,893	155,947	141,751	170,102	233,994
794426200	Supplies					
794426211	Office	574	1,200	593	712	1,320
794426212	Computer		540	120	144	540
794426213	Medical		100		0	100
794426214	Chemical	15,741	19,000	18,828	22,594	24,853
794426215	Postage		100		0	110
794426216	Signs		100		0	110
794426217	Fuel	3,415	9,000	3,589	4,307	5,000
794426230	Other		0		0	0
	Total Supplies	19,730	30,040	23,131	27,757	32,033
794426300	Maintenance					
794426311	Vehicles	3,354	5,000	1,711	2,053	5,500
794426312	Pumps/Motors	15,827	20,000	12,803	15,364	22,000
794426313	Buildings/Structures	586	2,000		0	2,200
794426314	Streets/Sidewalks		0		0	0
794426315	Drainage Ditches		0		0	0
794426316	Utility Lines		1,000	191	230	1,100
794426317	Equipment	17,420	29,000	5,987	7,185	25,000
794426318	Operations/Office Equipme	19,936	22,000	14,949	17,939	22,000
794426319	Radios/Cell Phones	3,737	4,200	2,048	2,457	4,200
794426320	Signs		100		0	110
794426321	Parks		0		0	0
794426322	Samples	9,063	11,000	9,131	10,957	12,100
794426323	Sludge Removal	39,559	41,000	5,471	6,565	45,100
794426330	Other				0	
	Total Maintenance	109,481	135,300	52,291	62,750	139,310

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works
Waste Water Treatment

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
794426400	Miscellaneous/Sundry					
794426411	Association Dues	187	1,200	113	136	1,320
794426412	Meetings/Conferences		1,500		0	1,650
794426413	Insurance	6,282	10,000	6,282	7,538	11,000
794426414	Elections		0		0	0
794426415	Uniforms	1,970	2,700	495	594	2,970
794426416	Rentals	5,652	6,000	3,556	4,267	6,600
794426417	Legal Notices		0		0	0
794426430	Other		0		0	0
	Total Miscellaneous/Sun	14,090	21,400	10,446	12,535	23,540
794426500	Contract Services					
794426511	Legal		0		0	0
794426512	Engineering	1,173	12,000	366	440	12,000
794426513	Consultants		0		0	0
794426514	Solid Waste		0		0	0
794426515	Auditing		1,800		0	1,800
794426516	Interlocal Government	168,006	175,000	61,342	73,610	150,000
794426530	Other		2,500		0	1,500
	Total Contract Services	169,178	191,300	61,708	74,050	165,300
794426600	Utilities					
794426611	Electric	39,701	75,000	5,857	7,029	60,000
794426612	Telephone	5,690	5,800	3,717	4,460	6,380
794426630	Other		0		0	0
	Total Utilities	45,391	80,800	9,574	11,489	66,380
794426700	Capital Outlay					
794426711	Real Estate		0		0	0
794426712	Vehicles		0		0	0
794426713	Equipment		0		0	0
	2nd Option for software		0		0	0
794426714	Building/Structures		0		0	0
794426715	Office Equipment		0		0	0
794426716	Street Signs		0		0	0
794426717	Traffic Signals		0		0	0
794426730	Other		0		0	0
	Total Capital Outlay	0	0	0	0	0

City of Willis, Texas
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Public Works

Waste Water Treatment

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
Total Wastewater Treatment		504,764	614,787	298,901	358,681	660,557

Summary Page

794426100	Total Personnel	146,893	155,947	141,751	170,102	233,994
794426200	Total Supplies	19,730	30,040	23,131	27,757	32,033
794426300	Total Maintenance	109,481	135,300	52,291	62,750	139,310
794426817	Total Miscellaneous/Sun	14,090	21,400	10,446	12,535	23,540
794426500	Total Contract Services	169,178	191,300	61,708	74,050	165,300
794426600	Total Utilities	45,391	80,800	9,574	11,489	66,380
Total Operations and Maint.		504,764	614,787	298,901	358,681	660,557
794426917	Total Capital Outlay	0	0	0	0	0
Total Wastewater Treatment		504,764	614,787	298,901	358,681	660,557

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Waste Water Treatment

Acct. No.	Account Name	Projected FY 20	Request FY 21
794426111	Salary/Wages	107,412	176,464
794426112	FICA	8,580	8,500
794426113	Health Insurance	27,079	25,818
794426114	TMRS	11,305	11,117
794426115	Unemployment	334	602
794426116	Worker's Comp	4,589	3,500
794426117	Incentive/Longevity	596	395
794426118	Overtime	4,913	3,505
794426119	Education Incentive	5,293	4,092
794426120	Vehicle Allowance	0	0
	Total	170,102	233,994

Justification: Salary and benefits for 14 employees. The changes reflect increases in Health Insurance, unemployment, and updates to reflect actual expenditures. Overtime increase to cover special events.

SUPPLIES

794426211	Office	712	1,320
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Justification: Paper, writing utensils, files, printer ink, water, ice, coffee, cups, etc. No change.

794426212	Computer	144	540
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Justification: Proposed increase to cover LogMeIn software, SCADA remote access, PC software, printer, paper, ink, PC, etc. No change

794426213	Medical	0	100
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Justification: Expenses for maintaining first aid kits. No change.

794426214	Chemical	22,594	24,853
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Justification: 17/18 Chlorine gas for disinfection, granular HTH for foam control and SSO disinfection, Polymer for belt filter press operations, etc. Proposed increase due to more processes and more flow anticipated. No change.

794426215	Postage	0	110
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Justification: Mailing of letters and reports to TCEQ, City of Conroe, and R & M Energy, etc. No change.

794426216	Signs	0	110
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Justification: TCEQ and OSHA required signage for Wastewater Treatment Plant. No change.

794426217	Fuel	4,307	5,000
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Justification: Fuel for vehicles, emergency power generator and equipment. No change.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Waste Water Treatment

MAINTENANCE	Acct. No.	Account Name	Projected FY 20	Request FY 21
	794426311	Vehicles	2,053	5,500
Justification: Maintenance for the Public Works Department fleet. Reduced to reflect actual costs				
	794426312	Pumps/Motors	15,364	22,000
Justification: Maintenance and repairs for a combined total of 30 pumps and motors at the wastewater treatment plant. No change.				
	794426313	Buildings/Structures	0	2,200
Justification: WWTP facility maintenance and railroad lease. Increased to cover costs of additional structures at the facility.				
	794426314	Streets/Sidewalks	0	0
Justification: Wastewater treatment plant entry road repairs, internal plant sidewalk repairs/extensions. No change.				
	794426316	Utility Lines	230	1,100
Justification: Plant line maintenance, repairs, and improvements. Plant manhole and vault maintenance. No change.				
	794426317	Equipment	7,185	25,000
Justification: Generator maintenance contract for all stand alone generators; one 2008 Volvo BL60 backhoe, one 1990 L2350 one 2008 Volvo BL60 backhoe, one 1990 L2350 Kubota tractor, one Kubota riding lawn mower, one 1999 John Deere 5410 tractor, one Cub Cadet riding lawn mower, and various small gas powered tools such as chain saws, air compressor, push mowers, weed eaters, etc.; Cost shared between all PW divisions. Increased to reflect actual field and conditions and expenditures during the previous fiscal year. Increased by \$4,000 for electrical maintenance, for an electrician to inspect each panel on a yearly basis to prevent catastrophic failure and maintain electrical integrity. No change.				
	794426318	Operations/Office Equipment	17,939	22,000
Justification: Maintenance, repairs, and improvements on chlorination equipment, clarifiers, belt press, influent screen, digester, thickener, and oxidation ditch; Consumables to maintain daily operations, i.e. laboratory supplies, gloves, etc. and lab equipment. Reduced to reflect actual costs.				
	794426319	Radios/Cell Phones	2,457	4,200
Justification: Monthly costs for 11 cell phones and maintenance costs for 17 radios. Montgomery County charges \$7.50/radio/month. Increased to reflect actual costs.				

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Waste Water Treatment

Acct. No.	Account Name	Projected FY 20	Request FY 21
794426320	Signs	0	110

Justification: Maintenance on TCEQ and OSHA required signs. Cost shared with Wastewater Collection Division. No change.

794426322	Samples	10,957	12,100
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Justification: 17/18 Weekly composite effluent samples required by the TCEQ and TPDES discharge permit. Periodic operational samples. Increased to cover cost of new TCEQ discharge permit sampling requirements. No change.

794426323	Sludge Removal	6,565	45,100
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Justification: Sludge removal and disposal from wastewater treatment plant tanks, vaults, and boxes. Increased to reflect actual costs

MISCELLANEOUS

794426411	Association Dues	136	1,320
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Justification: AWWA, TMUA, LMC, Kiwanis, TWUA Green Forest, and TPWA association memberships. No change.

794426412	Meetings/Conferences	0	1,650
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Justification: Training and expense-continuing education and development for operator certification and renewal. NO change.

794426413	Insurance	7,538	11,000
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Justification: Wastewater Treatment Plant and all associated equipment and facilities. Increased to reflect expenditures

794426415	Uniforms	594	2,970
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Justification: Uniform rental and service plus safety boots for 11 employees. This cost is split between all five public works divisions. Increased to reflect actual expenditures during previous fiscal year.

794426416	Rentals	4,267	6,600
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Justification: Equipment as needed for system repairs, monthly lease to purchase of Back Hoe, Municipal swap lease through bobcat. No change.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Waste Water Treatment

Acct. No.	Account Name	Projected FY 20	Request FY 21
CONTRACT SERVICES			
794426512	Engineering	440	12,000

Justification: Wastewater treatment plant emergencies, improvements, and general consultation. Reduced to reflect actual costs

794426516	Interlocal Government	73,610	150,000
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Justification: 17/18 City of Conroe reserve capacity, sewer use fees, and TCEQ permit fees; Reserve capacity fee for 200,000 gallons of wastewater per day . The sewer use fee is based upon the CPI The sewer use fee is estimated to be \$111,738 The remainder includes TCEQ permit fees \$4,700, Tier Two Chemical Reporting Fees \$50, the Railroad Lease \$3,560, and a small amount for error in the sewer use estimate. money to buy property on 1097. pay back emergency fund at 3% for five years\$3,234.36 per department. Increased to reflect costs.

UTILITIES

784426611	Electric	7,029	60,000
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Justification: Wastewater treatment plant equipment operations. Reflect actual expenditures in previous fiscal year. No change.

794426612	Telephone	4,460	6,380
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Justification: Land line telephone service split between all five public works divisions. Increased to reflect actual expenditures in previous fiscal year.

CAPITAL OUTLAY

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
194816100	Personnel					
194816111	Salary/Wages	199,548	250,525	175,429	210,515	210,725
194816112	FICA	14,835	19,165	13,760	16,513	16,166
194816113	Health Insurance	37,854	56,745	37,610	45,132	42,209
194816114	TMRS	19,109	24,151	17,585	21,102	21,069
194816115	Unemployment	1,295	914	522	626	1,310
194816116	Worker's Comp	12,722	16,688	12,722	15,266	9,662
194816117	Incentive/Longevity	1,061	1,078	1,310	1,572	1,100
194816118	Overtime	3,484	6,820	6,837	8,204	7,627
194816119	Education Incentive	786	0	665	798	600
194816120	Vehicle Allowance	0	0	0	0	0
	Total Personnel	290,693	376,087	266,439	319,727	310,469
194816200	Supplies					
194816211	Office	1,452	1,650	1,320	1,584	1,815
194816212	Computer		540		0	594
194816213	Medical		100		0	110
194816214	Chemical	7,269	6,700	3,391	4,069	6,700
194816215	Postage		100		0	110
194816216	Supply Signs	2,356	5,000	300	360	5,500
194816217	Fuel	9,220	9,000	8,717	10,461	9,900
194816218	Paving Materials	21,751	28,000	17,971	21,565	22,000
194816230	Other		0		0	0
	Total Supplies	42,049	51,090	31,698	38,038	46,729
194816300	Maintenance					
194816311	Vehicles	20,673	27,000	2,192	2,630	12,000
194816312	Pumps/Motors		0		0	0
194816313	Buildings/Structures	2,743	1,500	896	1,076	1,650
194816314	Streets/Sidewalks	657	1,500	1,200	1,440	1,650
194816315	Drainage Ditches	94	1,500	1,081	1,297	1,650
194816316	Utility Lines		0		0	0
194816317	Equipment	9,960	11,000	8,027	9,633	12,100
194816318	Operations/Office Equip	2,615	3,000	3,237	3,884	3,300
194816319	Radios/Cell Phones	4,360	4,200	2,048	2,457	4,620
194816320	Maintenance Signs	5,739	9,000	3,115	3,739	9,000
194816321	Parks	5,110	8,500	1,479	1,774	8,000
194816322	Water Samples		0		0	0
194816323	Sludge Removal		0		0	0
194816330	Other		0		0	0
	Total Maintenance	51,950	67,200	23,275	27,930	53,970

City of Willis, Texas
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Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
194816400	Miscellaneous/Sundry					
194816411	Association Dues	585	1,400	780	936	1,540
194816412	Meetings/Conferences		600		0	660
194816413	Insurance	7,528	12,000	3,009	3,610	13,200
194816414	Elections		0		0	0
194816415	Uniforms	2,732	3,400	1,454	1,744	3,740
194816416	Rentals	6,189	8,000	4,439	5,327	15,000
194816417	Legal Notices		0		0	0
194816430	Other		0		0	0
	Coban Camera Package		0		0	0
	Total Miscellaneous/Sundry	17,034	25,400	9,681	11,618	34,140
194816500	Contract Services					
194816511	Legal		0		0	0
194816512	Engineering	27,299	19,000	7,076	8,491	20,900
194816513	Consultants		0		0	0
194816514	Solid Waste		0		0	0
194816515	Auditing		0		0	0
194816516	Interlocal Government	2,480	12,000	4,880	5,856	13,200
194816530	Other		3,000		0	3,300
	Total Contract Service	29,779	34,000	11,956	14,347	37,400
194816600	Utilities					
194816611	Electric	52,312	55,000	14,466	17,360	52,000
194816612	Telephone	1,601	1,800	1,533	1,839	1,980
194816630	Other		0		0	0
	Total Utilities	53,914	56,800	15,999	19,199	53,980

City of Willis, Texas
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Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
194816700	Capital Outlay					
194816711	Real Estate				0	
	Vehicle rep for building inspector				0	
194816712	Vehicles				0	
194816713	Equipment			10,540	12,648	
	Epson All-in-one Printer		0		0	0
	Vehicle for DCD		12,000		0	0
	Opt 2 for vehicle for DCD(allowance)		12,000		0	0
	ACO vehicle Body Work		850		0	0
	ACO large dog trap		450		0	0
	New single-page scanner for permit tech		60,000		0	0
194816714	Building/Structures				0	
194816715	Office Equipment				0	
194816716	Street Signs				0	
194816717	Traffic Signals				0	
194816730	Other			139,663	167,596	
	2 Ergonomic office chairs		200,000		0	0
	Computer				0	
					0	
	Total Capital Outlay	0	285,300	150,203	180,244	0
	TOTAL	485,419	895,877	509,251	611,102	536,688

City of Willis, Texas
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For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

	Category	Actual 2018-19	Budgeted FY 20	10 Mo. FY 20	Projected FY 20	Request FY 21
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Summary Page

194816100	Total Personnel	290,693	376,087	266,439	319,727	310,469
194816200	Total Supplies	42,049	51,090	31,698	38,038	46,729
194816300	Total Maintenance	51,950	67,200	23,275	27,930	53,970
194816400	Total Miscellaneous/S	17,034	25,400	9,681	11,618	34,140
194816500	Total Contract Service	29,779	34,000	11,956	14,347	37,400
194816600	Total Utilities	53,914	56,800	15,999	19,199	53,980
	Total Operations and Maint.	485,419	610,577	359,048	430,858	536,688
194816700	Total Capital Outlay	0	285,300	150,203	180,244	0
TOTAL R.O.W. PARKS & DRAINAGE		485,419	895,877	509,251	611,102	536,688

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

Acct. No.	Account Name	Projected FY 20	Request FY 21
194816111	Salary/Wages	210,515	302,842
194816112	FICA	16,513	16,166
194816113	Health Insurance	45,132	42,209
194816114	TMRS	21,102	21,069
194816115	Unemployment	626	1,310
194816116	Worker's Comp	15,266	9,662
194816117	Incentive/Longevity	1,572	1,100
194816118	Overtime	8,204	9,319
194816119	Education Incentive	798	600
194816120	Vehicle Allowance	0	0
	Total	319,727	404,278

Justification: Salary and benefits for 14 employees. The changes reflect increases in Health Insurance, unemployment, and updates to reflect actual expenditures

SUPPLIES

194816211	Office	1,584	1,815
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Justification: Paper, writing utensils, files, printer ink, water, ice, coffee, cups, etc. Increased to reflect costs.

194816212	Computer	0	594
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Justification: Hardware, Software, peripherals, paper, ink, etc. new computer replacement. No change.

194816213	Medical	0	110
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Justification: Expenses for maintaining first aid kits. This cost is split among all five public works divisions. No change.

194816214	Chemical	4,069	6,700
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Justification: Mosquito spraying; weed killer; lime; etc. Increased to reflect costs.

194816215	Postage	0	110
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Justification: Mailing of correspondence to engineers, consultants, contractors, and citizens. No change.

194816216	Signs	360	5,500
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Justification: Hardware, posts, and other supplies for street signs. Reduced to reflect actual costs.

194816217	Fuel	10,461	9,900
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Justification: Fuel for vehicles and equipment; Increased to reflect actual costs.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

Acct. No.	Account Name	Projected FY 20	Request FY 21
194816218	Paving Materials	21,565	22,000

Justification: Maintenance on the streets Hot mix asphalt, cold patch asphalt, crushed concrete, limestone, iron ore, and cement stabilized sand. Patching roads, driveways, and shoulders. Increased to reflect actual costs.

MAINTENANCE

194816311	Vehicles	2,630	12,000
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Justification: Includes payment for PW 19 and repair of aging PW vehicles; Increased to reflect actual costs

194816313	Buildings/Structures	1,076	1,650
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Justification: Public Works warehouse, equipment storage, and parking facilities. Increased to reflect previous year's actual expenditures and cover anticipated maintenance costs.

194816314	Streets/Sidewalks	1,440	1,650
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Justification: Streets and sidewalk maintenance, repair, and improvements; tree service fees to remove large trees from right-of-way, etc. No change.

194816315	Drainage Ditches	1,297	1,650
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Justification: Drainage ditch maintenance, repair, improvement, installation, and extension. No change.

194816316	Utility Lines	0	0
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Justification: Utility line maintenance, relocation, and repairs associated with streets projects. No change.

194816317	Equipment	9,633	12,100
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Justification: Maintenance on emergency power generators, JCB Back hoe, one 2008 Volvo BL60 backhoe, one 1990 L2350 Kubota tractor, one Kubota riding lawn mower, one 1999 John Deere 5410 tractor, one Cub Cadet riding lawn mower, and various small gas powered tools such as chain saws, air compressor, push mowers, weed eaters, etc.; Cost shared between all PW divisions.

194816318	Operations/Office Equipment	3,884	3,300
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Justification: Maintenance, repair, and replacement of safety equipment, barricades, etc. Increased to reflect actual expenditures during previous year and to cover anticipated costs.

194816319	Radios/Cell Phones	2,457	4,620
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Justification: Monthly costs for 11 cell phones and maintenance costs for 17 radios. Montgomery County charges \$7.50/radio/month. Increased to reflect actual expenditures from previous year.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

Acct. No.	Account Name	Projected FY 20	Request FY 21
194816320	Signs	3,739	9,000

Justification: Maintenance, repairs, and replacement of stop signs and street signs, city limits signs, parks signs, etc. No change.

194816321	Parks	1,774	8,000
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Justification: Maintenance of Crawford's Corner, Lindley Park, Martin Luther King Park, and Pine Circle Park

MISCELLANEOUS

194816411	Association Dues	936	1,540
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Justification: AWWA, TMUA, LMC, Kiwanis, TWUA Green Forest, and TPWA association memberships and the street super membership to APWA. No change.

194816412	Meetings/Conferences	0	660
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Justification: Training and expense for development of employees in knowledge of streets maintenance and repair. No change.

194816413	Insurance	3,610	13,200
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Justification: Streets, signs, etc. Increased to reflect actual expenditures during previous fiscal year.

194816415	Uniforms	1,744	3,740
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Justification: Uniform rental and service plus safety boots for 11 employees. This cost is split between all five public works divisions. Increased to reflect actual costs.

194816416	Rentals	5,327	15,000
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Justification: Equipment as needed for street repairs and installation, monthly lease to purchase of Back Hoe Swap Program through Bobcat of Houston for the Bobcat Skid Steer Excavator. Increased to reflect costs

CONTRACT SERVICES

194816512	Engineering	8,491	20,900
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Justification: General consultation for streets and drainage, engineering for streets improvements and additions. No change.

194816513	Consultants	0	0
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Justification: Reallocated funds to Engineering line item. No change.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Public Works

Streets, Drainage, Parks, ROW & Code Enforcement

Acct. No.	Account Name	Projected FY 20	Request FY 21
194816516	Interlocal Government	5,856	13,200

Justification: TCEQ required MS4 Permit/Program & Stormwater Plan, Dig Tess (TX 811) Fees and Railroad Lease, EPA/TCEQ MS4 SWM Permit. No change.

UTILITIES

194816611	Electric	17,360	52,000
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Justification: Electric street lights, school zone lights, and parks lighting. No change.

194816612	Telephone	1,839	1,980
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Justification: Land line telephone service cost is split between all five public works divisions. Increased to reflect costs.

CAPITAL OUTLAY

194816712	Vehicles	0	0
1948106730	Other	12,648	0

Justification: Street repairs on S. Wood St., Aspin Way and Maple Ridge Drive, Flder Street, and Cargill Street.

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Utility Billing

No.	Category	Actual 2019-20	Approved 2020-21	8 mo 2020-21	Projected 2020-21	Requested 2021-22
794216100	Personnel	\$ 92,571	\$ 104,447	\$ 81,409	\$ 97,691	\$ 107,441
794216200	Supplies	\$ 304	\$ 1,250	\$ 200	\$ 240	\$ 1,250
719421630	Maintenance	\$ -	\$ 1,250	\$ -	\$ -	\$ 1,250
794216400	Miscellaneous/Sundry	\$ -	\$ -	\$ -	\$ -	\$ -
794216500	Contract Services	\$ 38,394	\$ 41,500	\$ 33,551	\$ 40,261	\$ 42,200
794216600	Utilities	\$ -		\$ -	\$ -	
794216700	Capital Outlay	\$ -		\$ -		
TOTAL ADMINISTRATION		\$ 131,269	\$ 148,447	\$ 115,160	\$ 138,192	\$ 152,141

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Utility Billing

No.	Category	Actual 2019-20	Approved 2020-21	10 Mos 2020-21	Projected 2020-21	Request 2021-22
794216100	Personnel					
794216111	Salary/Wages	70,770	73,848	61,646	73,975	76,206
794216112	FICA	5,300	5,752	4,608	5,530	5,932
794216113	Health Insurance	7,354	15,711	7,522	9,026	15,680
794216114	TMRS	7,021	7,248	5,974	7,169	7,731
794216115	Unemployment	490	360	225	270	360
794216116	Worker's Comp	392	187	194	233	191
794216117	Longevity	644	740	740	888	740
794216119	Education Incentive	0	-	0	-	0
794216120	Auto Allowance	600	600	500	600	600
	Total Personnel	\$ 92,571	\$ 104,447	\$ 81,409	\$ 97,691	\$ 107,441
794216200	Supplies	-	-	-	-	-
794216211	Office	304	-	-	-	1,000
794216212	Computer	-	1,000	-	-	-
794216213	Medical	-	-	-	-	-
794216214	Chemical	-	-	-	-	-
794216215	Postage	-	-	200	240	250
794216216	Signs	-	250	-	-	-
794216217	Fuel	-	-	-	-	-
794216230	Other	-	-	-	-	-
	Total Supplies	\$ 304	\$ 1,250	\$ 200	\$ 240	\$ 1,250
794216300	Maintenance					
794216311	Vehicles		-		-	
794216312	Pumps/Motors		-		-	
794216313	Buildings/Structures		-		-	
794216314	Streets/Sidewalks		-		-	
794216315	Drainage Ditches		-		-	
794216316	Utility Lines		-		-	
794216317	Equipment		-		-	
794216318	Operations/Office Equip		1,250	-	-	1,250
794216319	Radios/Cell Phones		-	-	-	-
794216320	Signs		-		-	
794216321	Parks		-		-	
794216330	Other		-		-	
	Total Maintenance	\$ -	\$ 1,250	\$ -	\$ -	\$ 1,250

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Utility Billing

No.	Category	Actual	Approved	10 Mos	Projected	Request
794216400	Miscellaneous/Sundry				-	
794216411	Association Dues		-		-	
794216412	Meetings/Conferences		-		-	
794216413	Insurance		-		-	
794216414	Elections		-		-	
794216415	Uniforms		-		-	
794216416	Rentals		-		-	
794216417	Legal Notices		-		-	
794216430	Other		-		-	
	Total Misc./Sundry	\$ -	\$ -	\$ -	\$ -	\$ -
794216500	Contract Services					
794216511	Legal		300	700	840	1,000
794216512	Engineering		-		-	
794216513	Consultants		-		-	
794216514	Solid Waste		-		-	
794216515	Auditing		-		-	
794216516	Interlocal Government		-		-	
794216523	Utility billing	38,394	41,200	32,851	39,421	41,200
194216530	Other					
	Total Contract Services	\$ 38,394	\$ 41,500	\$ 33,551	\$ 40,261	\$ 42,200
794216600	Utilities					
794216611	Electric		-		-	
794216612	Telephone		-		-	
794216630	Other		-		-	
	Total Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
794216700	Capital Outlay					
794216711	Real Estate		-		-	
794216712	Vehicles		-		-	
794216713	Equipment		-		-	
794216714	Building/Structures		-		-	
794216715	Office Equipment		-		-	-
794216716	Street Signs		-		-	
794216717	Traffic Signals		-		-	
794216730	Other		-		-	
	Total Capital Outlay					
	TOTAL UTILITY BILLING	\$ 131,269	\$ 148,447	\$ 115,160	\$ 138,192	\$ 152,141

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Utility Billing
Accounts Justification

Acct. No.	Account Name	Projected FY 20-21	Request FY 21-22
PERSONNEL			
794216111	Salary/Wages	69,212	76,206
794216112	FICA	5,207	5,932
794216113	Health Insurance	7,524	15,680
794216114	TMRS	6,970	7,731
794216115	Unemployment	734	360
794216116	Worker's Comp	588	384
794216117	Incentive/Longevity	644	740
794216119	Education Incentive	0	-
794216120	Auto Allowance	600	600

Justification:	Lisa Toliver and Thyma Florence
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SUPPLIES			
794216211	Office	1,000	1,000

Justification:	Storage boxes, indexes, ribbons-typewriter printer cash drawer, paper-printer copy - (No change)
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794216215	Postage	250	250
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Justification:	Postage - (No change)
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MAINTENANCE			
794216318	Office Equipment	1,250	1,250

Justification:	Computers, receipt printers, etc - (No change)
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CONTRACT SERVICES			
794216517	Utility billing	41,200	41,200

Justification:	Billing and mailing of utility bills; monthly online access for payments and viewing of account - (No change)
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City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Court

No.	Category	Actual 2019-2020	Budgeted 2020-2021	10 Mo Exp. 2020-2021	Projected 2020-2021	Request 2021-2022
19491						
6100	Personnel	\$ 73,862.77	\$ 75,493.64	\$ 65,763.79	\$ 78,916.55	\$ 79,763.82
6200	Supplies	\$ 1,798.41	\$ 7,700.00	\$ 2,728.92	\$ 3,274.70	\$ 3,500.00
6300	Maintenance	\$ 7,550.00	\$ 6,200.00	\$ 5,889.03	\$ 7,066.84	\$ 7,000.00
6400	Miscellaneous/Sundry	\$ 1,155.92	\$ 4,886.00	\$ 200.00	\$ 240.00	\$ 5,260.00
6500	Contract Services	\$ 21,270.00	\$ 21,470.00	\$ 16,200.00	\$ 19,440.00	\$ 21,470.00
6600	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
6700	Capital Outlay	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	TOTAL COURT	\$105,637.10	\$117,749.64	\$ 90,781.74	\$108,938.09	\$118,993.82

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Municipal Court

No.	Category	Actual 2019-20	Budgeted 2020-21	10 Mo Exp 2020-21	Projected 2020-21	Request 2021-22
19491	Personnel					
6111	Salary/Wages	\$ 49,279.10	\$ 50,753.46	\$ 43,054.22	\$ 51,665	\$ 61,998
6112	FICA	\$ 3,590.79	\$ 3,826.16	\$ 3,117.99	\$ 3,742	\$ 4,454
6113	Health Insurance	\$ 11,031.01	\$ 10,855.68	\$ 11,283.00	\$ 13,540	\$ 10,840
6114	TMRS	\$ 5,236.64	\$ 5,311.01	\$ 4,431.46	\$ 5,318	\$ 5,832
6115	Unemployment	\$ 242.99	\$ 270.00	\$ 99.00	\$ 119	\$ 270
6116	Worker's Comp	\$ 198.28	\$ 137.34	\$ -	\$ -	\$ 143
6117	Incentive/Longevity	\$ 684.00	\$ 740.00	\$ 732.00	\$ 878	\$ 780
6119	Education Incentive	\$ 3,599.96	\$ 3,600.00	\$ 3,046.12	\$ 3,655	\$ 3,600
	Budget Request to Increase Education Incentive					\$ -
	Total Personnel	\$ 73,862.77	\$ 75,493.64	\$ 65,763.79	\$ 78,917	\$ 87,918
	Supplies					
6211	Office	\$ 793.78	\$ 1,700.00	\$ 2,038.19	\$ 2,446	\$ 2,500
6212	Computer	\$ -		\$ -	\$ -	
6213	Medical	\$ -		\$ -	\$ -	
6214	Chemical	\$ -		\$ -	\$ -	
6215	Postage	\$ 1,004.63	\$ 6,000.00	\$ 690.73	\$ 829	\$ 1,000
6216	Signs	\$ -		\$ -	\$ -	
6217	Fuel	\$ -		\$ -	\$ -	
6230	Other	\$ -		\$ -	\$ -	
	Total Supplies	\$ 1,798.41	\$ 7,700.00	\$ 2,728.92	\$ 3,274.7	\$ 3,500
6300	Maintenance					
6311	Vehicles	\$ -	\$ -	\$ -	\$ -	
6312	Pumps/Motors	\$ -	\$ -	\$ -	\$ -	
6313	Buildings/Structures	\$ -	\$ -	\$ -	\$ -	
6314	Streets/Sidewalks	\$ -	\$ -	\$ -	\$ -	
6315	Drainage Ditches	\$ -	\$ -	\$ -	\$ -	
6316	Utility Lines	\$ -	\$ -	\$ -	\$ -	
6317	Equipment	\$ -	\$ -	\$ -	\$ -	
6318	Office Equipment	\$ 7,550.00	\$ 6,200.00	\$ 5,889.03	\$ 7,067	\$ 7,000.00
6319	Radios/Cell Phones	\$ -	\$ -	\$ -	\$ -	
6320	Signs	\$ -	\$ -	\$ -	\$ -	
6321	Parks	\$ -	\$ -	\$ -	\$ -	
6330	Other	\$ -	\$ -	\$ -	\$ -	
	Total Maintenance	\$ 7,550.00	\$ 6,200.00	\$ 5,889.03	\$ 7,066.84	\$ 7,000.00

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Municipal Court

No.	Category	Actual 2019-20	Budgeted 2020-21	10 Mo Exp 2020-21	Projected 2020-21	Request 2021-22
6400	Miscellaneous/Sundry					
6411	Association Dues	\$ 75.00	\$ 600.00	\$ 200.00	\$ 240	\$ 600.00
6412	Meetings/Conferences	\$ 1,080.92	\$ 3,626.00	\$ -	\$ -	\$ 4,000.00
6413	Insurance	\$ -		\$ -	\$ -	
6414	Elections	\$ -		\$ -	\$ -	
6415	Uniforms	\$ -		\$ -	\$ -	
6416	Rentals	\$ -		\$ -	\$ -	
6417	Legal Notices	\$ -		\$ -	\$ -	
6430	Payment of Jurors	\$ -	\$ 660.00	\$ -	\$ -	\$ 660.00
	Total Miscellaneous/Sundry	\$ 1,155.92	\$ 4,886.00	\$ 200.00	\$ 240.00	\$ 5,260.00
6500	Contract Services					
6511	Legal	\$ 21,270.00	\$ 21,470.00	\$ 16,200.00	\$ 19,440	\$ 21,470.00
6512	Engineering				\$ -	
6513	Consultants				\$ -	
6514	Solid Waste				\$ -	
6515	Auditing				\$ -	
6516	Interlocal Government				\$ -	
6530	Other				\$ -	
	Total Contract Services	\$ 21,270.00	\$ 21,470.00	\$ 16,200.00	\$ 19,440.00	\$ 21,470.00
6600	Utilities					
6611	Electric	\$ -	\$ -	\$ -	\$ -	
6612	Telephone	\$ -	\$ -	\$ -	\$ -	
6630	Other	\$ -	\$ -	\$ -	\$ -	
	Total Utilities					\$ -
6700	Capital Outlay					
6711	Real Estate	\$ -	\$ -	\$ -	\$ -	
6712	Vehicles	\$ -	\$ -	\$ -	\$ -	
6713	Equipment	\$ -	\$ 2,000.00	\$ -	\$ -	
6714	Building/Structures	\$ -	\$ -	\$ -	\$ -	
6715	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
6716	Street Signs	\$ -	\$ -	\$ -	\$ -	
6717	Traffic Signals	\$ -	\$ -	\$ -	\$ -	
6730	Other	\$ -	\$ -	\$ -	\$ -	
	Total Capital Outlay	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
	TOTAL COURT	\$ 105,637.10	\$ 117,749.64	\$ 90,781.74	\$ 108,938.09	\$ 127,147.56

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Municipal Court
Justification

Acct. No.	Account Name	Projected 2020-21	Request 2021-22
PERSONNEL			
194916111	Salary/Wages	\$ 51,665	\$ 53,844
194916112	FICA	\$ 3,742	\$ 4,454
194916113	Health Insurance	\$ 13,540	\$ 10,840
194916114	TMRS	\$ 5,318	\$ 5,832
194916115	Unemployment	\$ 119	\$ 270
194916116	Worker's Comp	\$ -	\$ 143
194916117	Incentive/Longevity	\$ 878	\$ 780
194916119	Education Incentive	\$ 3,655	\$ 3,600

Justification:

Acct. No.	Account Name	Projected 2020-21	Request 2021-22
SUPPLIES			
194916211	Office	\$ 1,700.00	\$ 2,500.00

Justification:

194916215	Postage	\$ 4,500.00	\$ 1,000.00
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Justification:	postage increase due to SB 1913, cost of supplies and mail machine rental
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Acct. No.	Account Name	Projected 2020-21	Request 2021-22
MAINTENANCE			
194916318	Office Equipment	\$ 6,200.00	\$ 6,200.00

Justification:	annual license fee for court software, ticketwriter maintenance & website, and Cymetrix Technologies monthly fees
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MISCELLANEOUS/SUNDRY			
194916411	Association Dues	\$ 600.00	\$ 600.00

Justification:	Texas Municipal Courts Association / Texas Court Clerks Association - for court admin & 2 clerks. Surety Bond for Judge/Clerk & Random Drug Testing Fees
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194916412	Meetings/Conferences	\$ 2,600.00	\$ 3,626.00
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Justification:

City of Willis, Texas
Annual Budget
For the year ended September 30, 2022

Municipal Court
Justification

Acct. No.	Account Name	Projected 2020-21	Request 2021-22
194916430	Other	\$ 660.00	\$ 660.00

Justification: payment of jurors

CONTRACT SERVICES			
194916511	Legal Services	\$ 21,470.00	\$ 21,470.00

Justification: Contract services of Municipal Judge and Prosecutor

CAPITAL OUTLAY			
194916715	office equipment	\$ 2,000.00	\$ 2,000.00

Justification:	Software maintenance
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194916713 equipment

Justification:

194916730	other	\$ -	\$ -
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Justification:

This workpaper is designed to estimate and calculate the City's property tax revenue for the

Preliminary Taxable Value 353,943,085 From Assessor/Collector Report dated 7.23.20

Preliminary Options		
Same	COLA	Disaster
0.4777	0.4944	0.5159

 3,539,430.85 Taxable amount divided by 100

Same	COLA	Disaster	0.4944	M&O	General Fund Rate
0.4777	0.4944	0.5159	0.1351	I&S	Debt Service Fund
			0.6295		

1,749,894.61 Property Tax - Gen
478,177.11 Property Tax - DSF

4,303,834.00

2020 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Taxing Unit Name _____ Phone (area code and number) _____
 Taxing Unit's Address, City, State, ZIP Code _____ Taxing Unit's Website Address _____

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet for School Districts*.

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

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

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

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	2019 total taxable value. Enter the amount of 2019 taxable value on the 2019 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14). ¹	\$ 384,872,312.00
2.	2019 tax ceilings. Counties, cities and junior college districts. Enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ -
3.	Preliminary 2019 adjusted taxable value. Subtract Line 2 from Line 1.	\$ 384,872,312.00
4.	2019 total adopted tax rate.	\$ _____/\$100
5.	2019 taxable value lost because court appeals of ARB decisions reduced 2019 appraised value. A. Original 2019 ARB values: B. 2019 values resulting from final court decisions: \$ _____ C. 2019 value loss. Subtract B from A. ³ \$ _____	\$
6.	2019 taxable value subject to an appeal under Chapter 42, as of July 25. A. 2019 ARB certified value: \$ _____ B. 2019 disputed value: \$ _____ C. 2019 undisputed value. Subtract B from A. ⁴	\$
7.	2019 Chapter 42 related adjusted values. Add Line 5 and Line 6.	\$
8.	2019 taxable value, adjusted for court-ordered adjustments. Add Line 3 and Line 7.	\$

¹Tex. Tax Code § 26.012(14)
²Tex. Tax Code § 26.012(14)
³Tex. Tax Code § 26.012(13)
⁴Tex. Tax Code § 26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
9.	2019 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2019. Enter the 2019 value of property in deannexed territory. ⁵	\$
10.	2019 taxable value lost because property first qualified for an exemption in 2020. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freepport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use 2019 market value: \$ _____ B. Partial exemptions. 2020 exemption amount or 2020 percentage exemption times 2019 value: + \$ 66,500 C. Value loss. Add A and B. ⁶	\$ 66,500.00

11.	2019 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2020. Use only properties that qualified in 2020 for the first time; do not use properties that qualified in 2019. A. 2019 market value: \$ _____ B. 2020 productivity or special appraised value: \$ _____ C. Value loss. Subtract B from A. ⁷	
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$
13.	Adjusted 2019 taxable value. Subtract Line 12 from Line 8.	\$
14.	Adjusted 2019 total levy. Multiply Line 4 by Line 13 and divide by \$100.	\$
15.	Taxes refunded for years preceding tax year 2019. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2019. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019. ⁸	\$
16.	Taxes in tax increment financing (TIF) for tax year 2019. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0. ⁹	\$
17.	Adjusted 2019 levy with refunds and TIF adjustment. Add Lines 14, and 15, subtract Line 16. ¹⁰	\$ 348,113,057.00
18.	Total 2020 taxable value on the 2020 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ A. Certified values: \$ 389557098 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ _____ C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property \$ _____ D. Tax increment financing: Deduct the 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2020 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. ¹² \$ _____ E. Total 2020 value. Add A and B, then subtract C and D.	
		\$ 380,223,568.00

⁷ Tex. Tax Code § 26.012(15)
⁸ Tex. Tax Code § 26.012(15)
⁹ Tex. Tax Code § 26.012(15)
¹⁰ Tex. Tax Code § 26.012(13)
¹¹ Tex. Tax Code § 26.03(c)
¹² Tex. Tax Code § 26.012(13)
¹³ Tex. Tax Code § 26.012, 26.04(c-2)
¹⁴ Tex. Tax Code § 26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³ A. 2020 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ _____ B. 2020 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ _____ C. Total value under protest or not certified. Add A and B.	
20.	2020 tax ceilings. Counties, cities and junior colleges enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ -
21.	2020 total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ 380,223,568.00
22.	Total 2020 taxable value of properties in territory annexed after Jan. 1, 2019. Include both real and personal property. Enter the 2020 value of property in territory annexed. ¹⁸	\$

23.	Total 2020 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2019. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to exist- ing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2019 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2020. ¹⁹	\$
24.	Total adjustments to the 2020 taxable value. Add Lines 22 and 23.	\$
25.	Adjusted 2020 taxable value. Subtract Line 24 from Line 21.	\$ 389,557,098.00
26.	2020 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ 0.89
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2020 county NNR tax rate. ²¹	\$

SECTION 2: Voter-Approval Tax Rate

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

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

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

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	2019 M&O tax rate. Enter the 2019 M&O tax rate.	\$ 0.56
29.	2019 taxable value, adjusted for court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 348,113,057.00
30.	Total 2019 M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ 1,957,091.61

¹⁹Tex. Tax Code § 26.01(c) and (d)
²⁰Tex. Tax Code § 26.01(c)
²¹Tex. Tax Code § 26.01(d)
²²Tex. Tax Code § 26.012(6)(B)
²³Tex. Tax Code § 26.012(6)
²⁴Tex. Tax Code § 26.012(17)
²⁵Tex. Tax Code § 26.012(17)
²⁶Tex. Tax Code § 26.04(c)
²⁷Tex. Tax Code § 26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
31.	Adjusted 2019 levy for calculating NNR M&O rate. Add Line 31F to Line 30. A. 2019 sales tax specifically to reduce property taxes. For cities, counties and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2019, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent + \$ _____ B. M&O taxes refunded for years preceding tax year 2019. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019. + \$ _____ C. 2019 junior college levy. Enter the amount of taxes the governing body dedicated to a junior college district in 2019. ²⁸ + \$ _____ D. 2019 taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0. \$ _____ E. 2019 transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in F below. The taxing unit receiving the function will add this amount in F below. Other taxing units enter 0. +/- \$ _____ F. 2019 M&O levy adjustments. Add A, B, and C then subtract D. For taxing unit with E, subtract if discontinuing function and add if receiving function. \$ _____	\$ 1,957,091.61
32.	Adjusted 2020 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 380,223,568.00
33.	2020 NNR M&O rate (unadjusted). Divide Line 31 by Line 32 and multiply by \$100.	51.47%
34.	Rate adjustment for state criminal justice mandate. ²⁹ Enter the rate calculated in C. If not applicable, enter 0. A. 2020 state criminal justice mandate. Enter the amount paid by a county to the Texas Department of Criminal Justice in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state	\$

	\$ _____
<p>B. 2019 state criminal justice mandate. Enter the amount paid by a county to the Texas Department of Criminal Justice in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.</p>	\$ _____
<p>C. Subtract B from A and divide by Line 32 and multiply by \$100.</p>	\$ _____/\$100
35. Rate adjustment for indigent health care expenditures. ²⁴ Enter the rate calculated in C. If not applicable, enter 0.	\$
<p>A. 2020 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose \$ _____</p>	/\$100
<p>B. 2019 indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state assistance received for the same purpose \$ _____</p>	
<p>C. Subtract B from A and divide by Line 32 and multiply by \$100.</p>	+ \$ _____/\$100

²⁴ Tex. Tax Code § 26.012(12)

²⁵ Tex. Tax Code § 26.044

²⁶ Tex. Tax Code § 26.0442

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36. Rate adjustment for county indigent defense compensation. ²⁴ Enter the lesser of C and D. If not applicable, enter 0.		\$
<p>A. 2020 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose.....</p>	\$ _____	/\$100
<p>B. 2019 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state grants received by the county for the same purpose.</p>	\$ _____	
<p>C. Subtract B from A and divide by Line 32 and multiply by \$100.</p>	\$ _____/\$100	
<p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.....</p>	\$ _____/\$100	
37. Rate adjustment for county hospital expenditures. ²⁴ Enter the lesser of C and D, if applicable. If not applicable, enter 0.		\$
<p>A. 2020 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020.</p>	\$ _____	/\$100
<p>B. 2019 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2018 and ending on June 30, 2019.</p>	\$ _____	
<p>C. Subtract B from A and divide by Line 32 and multiply by \$100.</p>	\$ _____/\$100	
<p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100.</p>	\$ _____/\$100	
38. Adjusted 2020 NNR M&O rate. Add Lines 33, 34, 35, 36, and 37.		0.5147
39. 2020 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.		0.5327
<p>Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08.</p> <p>- or -</p> <p>Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035.</p> <p>- or -</p> <p>Taxing unit affected by disaster declaration. If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08. ²⁷</p>		

40.	Total 2020 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: <ul style="list-style-type: none"> (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount \$ <u>425306</u>	
	B. Subtract unencumbered fund amount used to reduce total debt \$ <u>0</u> C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) \$ <u>0</u> D. Subtract amount paid from other resources \$ <u>0</u> E. Adjusted debt. Subtract B, C and D from A.	
		\$ 425,306.00
41.	Certified 2019 excess debt collections. Enter the amount certified by the collector. ¹¹	\$ -

¹¹ Tex. Tax Code § 26.0442
¹² Tex. Tax Code § 26.0443
¹³ Tex. Tax Code § 26.04(c-1)
¹⁴ Tex. Tax Code § 26.012(10) and 26.04(b)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
42.	Adjusted 2020 debt. Subtract Line 41 from Line 40E.	\$ 425,306.00
43.	2020 anticipated collection rate. If the anticipated collection rate in A is lower than actual collection rates in B, C or D, enter the lowest collection rate from B, C or D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ¹⁵ A. Enter the 2020 anticipated collection rate certified by the collector. ¹⁶ <u>95</u> % B. Enter the 2019 actual collection rate. % C. Enter the 2018 actual collection rate. % D. Enter the 2017 actual collection rate. %	95%
44.	2020 junior college levy. Enter the amount of taxes the governing body proposes to dedicate to a junior college district in 2020. ¹⁷	
45.	2020 debt adjusted for collections. Divide Line 42 by Line 43, then add Line 44.	\$ 447,690.53
46.	2020 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 380,223,568.00
47.	2020 debt rate. Divide Line 45 by Line 46 and multiply by \$100.	0.1177
48.	2020 voter-approval tax rate. Add Lines 39 and 47.	0.6505
49.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2020 county voter-approval tax rate.	\$ / \$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes
 Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue. This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
50.	Taxable Sales. For taxing units that adopted the sales tax in November 2019 or May 2020, enter the Comptroller's estimate of taxable sales for the previous four quarters. ¹⁸ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2019, skip this line.	\$
51.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ¹⁹ Taxing units that adopted the sales tax in November 2019 or in May 2020. Multiply the amount on Line 50 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ²⁰ - or - Taxing units that adopted the sales tax before November 2019. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$
52.	2020 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$

53.	Sales tax adjustment rate. Divide Line 51 by Line 52 and multiply by \$100.	\$
54.	2020 NNR tax rate, unadjusted for sales tax. [Ⓜ] Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$
55.	2020 NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2019 or in May 2020. Subtract Line 53 from Line 54. Skip to Line 56 if you adopted the additional sales tax before November 2019.	\$ /\$100

[Ⓜ] Tex. Tax Code § 26.04(h), (h-1) and (h-2)
[Ⓜ] Tex. Tax Code § 26.04(b) [Ⓜ] Tex. Tax Code § 26.012(5) [Ⓜ] Tex. Tax Code § 26.041(d) [Ⓜ] Tex. Tax Code § 26.041(i) [Ⓜ] Tex. Tax Code § 26.041(d)
[Ⓜ] Tex. Tax Code § 26.04(c)

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
56.	2020 voter-approval tax rate, unadjusted for sales tax. [Ⓜ] Enter the rate from Line 48 or 49, as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ /\$100
57.	2020 voter-approval tax rate, adjusted for sales tax. Subtract Line 53 from Line 56.	\$

SECTION 4: Voter-Approval Rate Adjustment for Pollution Control
 A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.
 This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
58.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. [Ⓜ] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [Ⓜ]	\$
59.	2020 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$
60.	Additional rate for pollution control. Divide Line 58 by Line 59 and multiply by \$100.	\$
61.	2020 voter-approval tax rate, adjusted for pollution control. Add Line 60 to one of the following lines (as applicable): Line 48, Line 49 (counties) or Line 57 (taxing units with the additional sales tax).	\$ /\$100

SECTION 5: Voter-Voter-Approval Tax Rate Adjustment for Unused Increment Rate
 The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years. [Ⓜ] In a year where a special taxing unit adopts a rate above the voter-approval tax rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero. Consult with legal counsel to ensure appropriate calculation of the unused increment rate.
 For each tax year before 2020, the difference between the adopted tax rate and voter-approval rate is considered zero, therefore the unused increment rate for 2020 is zero. [Ⓜ]
 This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [Ⓜ]

Line	Unused Increment Rate Worksheet	Amount/Rate
62.	2019 unused increment rate. Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$ /\$100
63.	2018 unused increment rate. Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$ /\$100
64.	2017 unused increment rate. Subtract the 2017 actual tax rate and the 2017 unused increment rate from the 2017 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$
65.	2020 unused increment rate. Add Lines 62, 63 and 64.	\$
66.	2020 voter-approval tax rate, adjusted for unused increment rate. Add Line 65 to one of the following lines (as applicable): Line 48, Line 49 (counties), Line 57 (taxing units with the additional sales tax) or Line 61 (taxing units with pollution control).	\$ /\$100

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. [Ⓜ]This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [Ⓜ]

Line	De Minimis Rate Worksheet	Amount/Rate
67.	Adjusted 2020 NNR M&O tax rate. Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$

[Ⓜ] Tex. Tax Code § 26.04(c) [Ⓜ] Tex. Tax Code § 26.045(d) [Ⓜ] Tex. Tax Code § 26.045(j) [Ⓜ] Tex. Tax Code § 26.013(a) [Ⓜ] Tex. Tax Code § 26.013(c)
[Ⓜ] Tex. Tax Code § 26.063(a)(1)
[Ⓜ] Tex. Tax Code § 26.012(8-a)
[Ⓜ] Tex. Tax Code § 26.063(a)(1)

Line	De Minimis Rate Worksheet	Amount/Rate
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68.	2020 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$
69.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 68 and multiply by \$100.	\$
70.	2020 debt rate. Enter the rate from Line 47 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$
71.	De minimis rate. Add Lines 67, 69 and 70.	\$

SECTION 7: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ _____/\$100

As applicable, enter the 2020 NNR tax rate from: Line 26, Line 27 (counties), or Line 55 (adjusted for sales tax).

Voter-approval tax rate..... \$ _____/\$100

As applicable, enter the 2020 voter-approval tax rate from: Line 48, Line 49 (counties), Line 57 (adjusted for sales tax), Line 61 (adjusted for pollution control), or Line 66 (adjusted for unused increment).

De minimis rate. \$ _____/\$100

If applicable, enter the de minimis rate from Line 71.

SECTION 8: Taxing Unit Representative Name and Signature

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

**print
here** →

Printed Name of Taxing Unit Representative

**sign
here** →

Taxing Unit Representative

Date

"Tex. Tax Code § 26.04(c)