

City of Willis

Budget for Fiscal Year

October 1, 2012 – September 30, 2013

City of Willis Budget - FY 2012-2013

General Fund Summary

Category		Fund Balance
Balance Forward (projected)		\$0
Revenue General Fund	\$2,683,850	
Revenue Debt Service	\$79,938	\$2,763,788
Debt Service Requirement	\$75,888	\$2,687,900
Departmental Request		
	Expenses	
Administration	\$631,384	
Community Development	\$189,922	
Solid Waste	\$210,000	
Police	\$1,439,830	
Street, Parks, Drainage	\$362,440	
Court	\$93,426	
Total Departmental Expenses	\$2,927,002	-\$239,102
Contingency		
Transfer from Photographic Enforcement	\$ 102,900	
Transfer from Forfeited Funds	\$ 8,844	
Transfer from Utility Fund		-\$127,358
Balance		\$0

**City of Willis Budget FY 2012-2013
Hotel Tax Fund**

Category		Fund Balance
Balance Forward-(projected)		\$166,086
Revenue	\$25,000	
Total		\$191,086
Expenditures		
Website Yearly Maintenance	\$3,150	
Website Hosting	\$600	
Brochure Distribution	\$1,500	
Total	\$5,250	
Balance		\$185,836

City of Willis Budget FY 2012-2013
Street Sales Tax

Category		Fund Balance
Balance Forward		\$50,457
Balance of Loan Proceeds	\$0	
Revenue	\$275,000	
Total		\$325,457
Expense		
Bates Addition Drainage	\$152,622	
		\$172,835
Debt Service Requirements		\$127,420
Balance		\$45,415

City of Willis Budget - FY 2012-2013

Utility Fund Summary

Category		Fund Balance
Balance Forward (projected)		\$422,393
Revenue all sources	\$2,190,250	\$2,612,643
Departmental Request		
	Expenses	
Water Production	\$598,159	
Water Distribution	\$270,648	
Wastewater Collection	\$405,633	
Wastewater Treatment	\$393,244	
Utility Billing	\$120,220	
Total Departmental Expenses	\$1,787,904	\$824,739
		\$824,739
Debt Service Requirements	\$569,945	\$254,794
Transfer to General Fund		\$127,358
Contingency	\$ 60,000	
Unallocated Reserve		\$67,436

2012-2013 BUDGET
REVENUES

DESCRIPTION	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013
GENERAL FUND	Actual	Budget	Actual	Projected	Proposed
			8-month	Year-End	
Current Taxes	\$ 654,394.00	\$ 660,000.00	\$ 652,700.00	\$ 672,658.00	\$ 750,000.00
Delinquent Taxes	\$ 44,004.00	\$ 25,000.00	\$ 18,675.00	\$ 18,767.00	\$ 20,000.00
Penalty/Interest Taxes	\$ 13,694.00	\$ 9,000.00	\$ 9,506.00	\$ 15,536.00	\$ 15,000.00
Excess VIT Funds Taxes	\$ 42.00	\$ -	\$ 24.00	\$ 24.00	\$ -
1% Sales Tax Rebate	\$ 699,560.00	\$ 790,000.00	\$ 599,771.00	\$ 900,275.00	\$ 1,100,000.00
Franchise Tax	\$ 274,567.00	\$ 280,000.00	\$ 130,566.00	\$ 299,589.00	\$ 300,000.00
Court-Time Payments	\$ 4,888.00	\$ 5,000.00	\$ 2,919.00	\$ 3,719.00	\$ 5,000.00
Corporation Court	\$ 95,409.00	\$ 90,000.00	\$ 57,906.00	\$ 83,596.00	\$ 90,000.00
Court Cost Retainage	\$ 8,919.00	\$ 7,500.00	\$ 5,835.00	\$ 6,564.00	\$ 7,500.00
Warrant Fee	\$ 25,785.00	\$ 20,000.00	\$ 14,012.00	\$ 17,983.00	\$ 20,000.00
City Court Cost	\$ 10,433.00	\$ 7,000.00	\$ 7,069.00	\$ 11,227.00	\$ 7,500.00
Deferred Adjudication	\$ 12,893.00	\$ 12,000.00	\$ 5,646.00	\$ 8,446.00	\$ 10,000.00
License and Fees-ABC	\$ 12,086.00	\$ 12,500.00	\$ 7,626.00	\$ 10,626.00	\$ 12,500.00
Building Permits	\$ 49,897.00	\$ 45,000.00	\$ 35,157.00	\$ 45,157.00	\$ 50,000.00
Electrical Permits	\$ 7,030.00	\$ 3,500.00	\$ 3,848.00	\$ 7,248.00	\$ 7,500.00
Mechanical Permits	\$ 4,235.00	\$ 2,000.00	\$ 2,820.00	\$ 3,820.00	\$ 5,000.00
Plumbing Permits	\$ 3,315.00	\$ 2,000.00	\$ 2,924.00	\$ 4,924.00	\$ 5,000.00
Gas Permits	\$ 30.00	\$ 500.00	\$ -	\$ -	\$ 500.00
Code Enforcement	\$ 18,123.00	\$ 15,000.00	\$ 1,005.00	\$ 1,500.00	\$ 2,500.00
Garbage	\$ 304,000.00	\$ 225,000.00	\$ 152,606.00	\$ 229,831.00	\$ 235,000.00
Garbage Sales Tax Retainage	\$ 127.00	\$ 100.00	\$ 60.00	\$ 89.00	\$ 100.00
Interest Income	\$ 1,352.00	\$ 2,500.00	\$ 143.00	\$ 200.00	\$ 250.00
Miscellaneous Income	\$ 38,990.00	\$ 25,000.00	\$ 4,560.00	\$ 6,897.00	\$ 7,500.00
Lease Agreements	\$ 252.00	\$ -	\$ -	\$ -	\$ -
WEDC/WCDC	\$ 7,992.00	\$ 8,400.00	\$ 5,600.00	\$ 8,400.00	\$ 9,000.00
Donations	\$ 500.00	\$ -	\$ 100.00	\$ 100.00	0
Crime Victims Compensation	\$ -	\$ -	\$ -	\$ -	0
Grants-Police Dept.	\$ 71,053.00	\$ 67,655.00	\$ 41,305.00	\$ 68,842.00	\$ 23,000.00
FEMA Reimbursement	\$ -	\$ -	\$ -	\$ -	0
Omni	\$ 968.00	\$ 1,000.00	\$ 559.00	\$ 701.00	\$ 1,000.00
GENERAL FUND TOTALS	\$2,364,538.00	\$2,315,655.00	\$1,762,942.00	\$2,426,719.00	\$2,683,850.00

2012-2013 BUDGET
RESTRICTED REVENUE

DESCRIPTION	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013
	Budget	Budget	2011-2012	Projected	Proposed
	Actual		8-month	Year-End	
DEBT SERVICE					
Current Tax	\$ 75,144.00	\$ 76,603.00	\$ 72,659.00	\$ 75,335.00	\$ 74,888.00
Delinquent Tax	\$ 5,020.00	\$ 2,500.00	\$ 1,501.00	\$ 3,181.00	\$ 2,500.00
Penalty/Interest Tax	\$ 1,854.00	\$ 1,250.00	\$ 1,444.00	\$ 3,724.00	\$ 2,500.00
Interest Income	\$ 94.00	\$ 50.00	\$ 32.00	\$ 50.00	\$ 50.00
DEBT SERVICE TOTAL	\$ 82,112.00	\$ 80,403.00	\$ 75,636.00	\$ 82,290.00	\$ 79,938.00
Hotel/Motel Tax	\$ 17,703.00	\$ 16,500.00	\$ 13,153.00	\$ 21,173.00	\$ 25,000.00
Street Sales Tax	\$ 174,890.00	\$ 197,500.00	\$ 149,943.00	\$ 225,475.00	\$ 275,000.00
Municipal Court Technology	\$ 88.00	\$ 4,000.00	\$ (8,508.00)	\$ (6,668.19)	\$ 4,000.00
Municipal Court Security	\$ 1,999.00	\$ 2,250.00	\$ 2,206.00	\$ 3,874.00	\$ 4,000.00
Chapter 18	\$ 5.00	\$ -	\$ 3.00	\$ 3.00	\$ -
Chapter 59	\$ 1,818.00	\$ -	\$ 7,248.00	\$ 7,248.00	\$ -

**2012-2013 BUDGET
REVENUES**

DESCRIPTION	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013
	Actual	Budget	Budget	Projected	Proposed
			8-month	Year-End	
UTILITY FUND					
Water Usage Charges	\$ 888,680.00	\$ 885,000.00	\$ 523,339.00	\$ 840,009.00	\$ 875,000.00
Water Tap Fees	\$ 24,545.00	\$ 20,000.00	\$ 11,720.00	\$ 17,580.00	\$ 20,000.00
Service Charges	\$ 18,815.00	\$ 20,000.00	\$ 11,351.00	\$ 17,027.00	\$ 20,000.00
Penalties	\$ 58,336.00	\$ 60,000.00	\$ 37,827.00	\$ 57,741.00	\$ 60,000.00
Sewer Usage Charges	\$ 809,073.00	\$ 830,000.00	\$ 550,080.00	\$ 845,120.00	\$ 875,000.00
Sewer Tap Fees	\$ 13,805.00	\$ 12,000.00	\$ 4,016.00	\$ 6,024.00	\$ 20,000.00
Lonestar Groundwater	\$ 14,685.00	\$ 18,000.00	\$ 11,363.00	\$ 18,045.00	\$ 20,000.00
SJRA	\$ 119,065.00	\$ 200,000.00	\$ 101,283.00	\$ 159,924.00	\$ 300,000.00
Interest Income	\$ 2,235.00	\$ 2,500.00	\$ 279.00	\$ 300.00	\$ 250.00
Miscellaneous Income	\$ 5,033.00	\$ -	\$ 1,910.00	\$ 1,910.00	\$ -
FEMA Reimbursement	\$ -	\$ -	\$ -		\$ -
UTILITY FUND TOTAL	\$1,954,272.00	\$ 2,047,500.00	\$ 1,253,168.00	\$ 1,963,680.00	\$2,190,250.00

CITY OF WILLIS BUDGET FY 2012-2013

Debt Service

No.	Category	Budget 2010-2011	Budget 2011-2012	Budget 2012-2013	Reference
5950006000	Debt Service - Tax				
5900006811	Bond Principal	\$45,000.00	\$50,000.00	\$50,000.00	EXHIBIT C
5900006812	Bond Interest	\$28,110.00	\$26,603.00	\$24,827.50	
5900006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt Service Tax	\$74,110.00	\$77,603.00	\$75,827.50	
2348006500	Debt Service - Street Tax				
2348006811	Bond Principal	\$65,000.00	\$65,000.00	\$70,000.00	EXHIBIT F
2348006812	Bond Interest	\$63,140.00	\$60,280.00	\$57,420.00	
2348006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt Serv Street Tax	\$129,140.00	\$126,280.00	\$128,420.00	
7943006000	Debt Service Water				
7943006811	Bond Principal	\$216,528.60	\$226,399.14	\$231,491.35	EXHIBIT A, D, AND H
7943006812	Bond Interest	\$123,513.16	\$115,852.62	\$202,674.03	
7943006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt Service Water	\$341,041.76	\$343,251.76	\$435,165.38	
7944006000	Debt Service Sewer				
7944006811	Bond Principal	\$90,000.00	\$95,000.00	\$100,000.00	EXHIBIT B AND I
7944006812	Bond Interest	\$44,505.00	\$38,650.00	\$33,780.00	
7944006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt ServiceSewer	\$135,505.00	\$134,650.00	\$134,780.00	

CITY OF WILLIS BUDGET FY 2012-2013

Operation and Maintenance

Administration-Mayor, City Council, City Administrator, City Secretary

No.	Category	Actual 2010-11	Approved 2011-12	8 mo 2011-12	Projected 2011-12	Proposed 2012-13
1940106100	Personnel	\$ 252,098	\$ 274,875	\$ 194,872	\$ 276,821	\$ 279,784
1940106200	Supplies	\$ 12,255	\$ 10,600	\$ 9,738	\$ 13,734	\$ 14,300
1940106300	Maintenance	\$ 123,719	\$ 50,140	\$ 92,672	\$ 106,653	\$ 54,800
1940106400	Miscellaneous/Sundry	\$ 69,271	\$ 70,800	\$ 34,672	\$ 48,782	\$ 81,800
1940106500	Contract Services	\$ 55,159	\$ 62,300	\$ 117,812	\$ 194,344	\$ 189,200
1940106600	Utilities	\$ 9,100	\$ 9,000	\$ 4,955	\$ 8,232	\$ 8,500
1940106700	Capital Outlay	\$ -	\$ 7,500	\$ 7,234	\$ 7,234	\$ 3,000
	TOTAL ADMINISTRATION	\$ 521,602	\$ 485,215	\$ 461,955	\$ 655,800	\$ 631,384

**City of Willis Budget FY 2011-12
Community Development
Accounts Summary**

No.	Category	Approved 2009-10	Approved 2010-11	Approved 2011-12	75% YTD 2011-12	Proj Year End 2011-12	Requested 2012-13
1941106100	Personnel	\$ 98,974	\$ 98,262	\$ 123,498	\$ 89,010	\$119,476	\$132,855
1941106200	Supplies	14,820	16,050	8,877	4,314	9,904	7,777
1941106300	Maintenance	4,800	4,850	4,500	6,292	6,867	8,950
1941106500	Miscellaneous/Sundry	12,903	13,903	7,070	4,101	5,673	7,320
1941106500	Contract Services	80,375	35,000	33,907	7,532	26,600	32,000
1941106600	Utilities	180	180	1,020	765	1,020	1,020
1941106700	Capital Outlay	4,072	0	0	0	0	0
	TOTAL COMMUNITY DEV	\$ 216,124	\$ 168,245	\$ 178,872	\$ 112,014	169,540	\$189,922

**Police Department
Summary Page**

No.	Category	Actual 2010 - 11	Budget 2011 - 12	Proj Year-End 2011 - 12	Requested 2012 - 13	Approved 2012 - 13
	Personnel	\$ -	\$ 1,010,882	\$ 999,756	\$ 1,014,280	\$ 1,050,737
	Supplies	\$ -	\$ 99,920	\$ 79,802	\$ 99,920	\$ 99,920
	Maintenance	\$ -	\$ 71,043	\$ 103,722	\$ 75,064	\$ 76,984
	Misc & Sundry	\$ -	\$ 49,634	\$ 45,707	\$ 50,232	\$ 50,232
	Contract Services	\$ -	\$ 39,308	\$ 29,448	\$ 34,815	\$ 34,815
	Utilities	\$ -	\$ 15,000	\$ 14,823	\$ 15,000	\$ 15,000
	Total O & M	\$ -	\$ 1,285,787	\$ 1,273,257	\$ 1,289,311	\$ 1,327,688

	Capital Outlay	\$ -	\$ 110,475	\$ 79,155	\$ -	\$ 112,142
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	Total Budget	\$ -	\$ 1,396,262	\$ 1,352,412	\$ 1,289,311	\$ 1,439,830
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CITY OF WILLIS BUDGET FY 2012-2013**Operation and Maintenance****Solid Waste**

No.	Category	Actual 2010-11	Budget 2011-12	8 mo 2011-12	Projected 2011-12	Proposed 2012-13
1948106100	Personnel					
1948106200	Supplies					
1948106300	Maintenance					
1948106400	Miscellaneous/Sundry					
1948106500	Contract Services	276,084	204,000	117,509	207,000	210,000
1948106600	Utilities					
1948106700	Capital Outlay					
	TOTAL ADMINISTRATION	\$ 276,084	\$ 204,000	\$ 117,509	\$ 207,000	\$ 210,000

CITY OF WILLIS BUDGET FY 2012-2013**Operation and Maintenance****Court**

No.	Category	Actual 2010-11	Budget 2011-12	8 Mo Exp 2011-12	Proj Year-End 2011-12	Budget Request 2012-13
1949106100	Personnel	\$55,621.00	\$60,186.00	\$40,571.36	\$58,986.00	\$61,577.00
1949106200	Supplies	\$4,000.00	\$3,000.00	\$2,008.56	\$2,800.00	\$2,800.00
1949106300	Maintenance	\$1,200.00	\$1,850.00	\$0.00	\$1,850.00	\$2,100.00
1949106400	Miscellaneous/Sundry	\$2,875.00	\$3,091.00	\$1,515.11	\$3,091.00	\$4,591.00
1949106500	Contract Services	\$21,100.00	\$21,100.00	\$13,700.00	\$21,100.00	\$21,100.00
1949106600	Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1949106700	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$1,258.00
	TOTAL COURT	\$84,796.00	\$89,227.00	\$57,795.03	\$87,827.00	\$93,426.00

CITY OF WILLIS BUDGET FY 2012-2013**Operation and Maintenance****Utility Billing**

No.	Category	Actual 2010-11	Approved 2011-12	8 mo 2011-12	Projected 2011-12	Proposed 2012-13
7942106100	Personnel	\$ 74,162	\$ 74,439	\$ 56,836	\$ 71,830	\$ 84,720
7942106200	Supplies	\$ 1,117	\$ 704	\$ 333	\$ 956	\$ 1,250
71942106300	Maintenance	\$ 1,206	\$ 110	\$ 1,243	\$ 1,243	\$ 1,250
7942106400	Miscellaneous/Sundry	\$ -		\$ -		
7942106500	Contract Services	\$ 28,764	\$ 31,876	\$ 22,094	\$ 31,650	\$ 33,000
7942106600	Utilities	\$ -		\$ -	\$ -	
7942106700	Capital Outlay	\$ -		\$ -		
	TOTAL ADMINISTRATION	\$ 105,249	\$ 107,129	\$ 80,506	\$ 105,679	\$ 120,220

CITY OF WILLIS BUDGET FY 2012 - 2013
Operation and Maintenance
Streets, Drainage, Parks, and Right of Way

City of Willis Budget FY 2012 - 2013
Summary Page

Department: Right-of-Way Parks and Drainage
Division:

No.	Category	Actual	Approved	8 Mo Exp	Proj Year-End	Budget Request
		2010-11	2011-12	2011-12	2011-12	2012-13
1948106100	Total Personnel	207,460	160,245	146,426	219,639	170,698
1948106200	Total Supplies	19,891	28,885	17,821	26,732	35,205
1948106300	Total Maintenance	20,649	38,750	18,245	27,367	48,125
1948106400	Total Miscellaneous/Sundry	3,296	4,800	1,699	2,548	11,500
1948106500	Total Contract Services	14,763	20,500	17,776	26,664	44,512
1948106600	Total Utilities	52,902	51,718	33,832	50,748	52,400
	Total Operations and Maint.	318,961	304,898	235,800	353,699	362,440
1948106700	Total Capital Outlay	0	0	0	0	0
TOTAL R.O.W. PARKS & DRAINAGE		318,961	304,898	235,800	353,699	362,440

CITY OF WILLIS BUDGET FY 2012 - 2013

Operation and Maintenance

Water Division-Water Production

City of Willis Budget FY 2012 - 2013

Summary Page

Department: Water

Division: Production

No.	Category	Actual	Approved	8 Mo Exp	Proj Year-End	Budget Request
		2010-11	2011-12	2011-12	2011-12	2012-13
7943106100	Total Personnel	58,005	93,757	48,834	71,848	97,930
7943106815	Total Supplies	6,487	12,275	9,901	14,852	17,875
7943106817	Total Maintenance	23,582	48,868	12,995	19,492	53,150
7943106817	Total Miscellaneous/Sundry	6,682	11,450	6,800	10,200	12,692
7943106500	Total Contract Services	157,364	260,143	139,316	208,974	332,512
7943106200	Total Utilities	73,287	76,771	51,047	57,428	84,000
	Total Operations and Maint.	325,407	503,264	268,893	382,794	598,159
7943106700	Total Capital Outlay	0	0	0	0	0
	TOTAL WATER PRODUCTION	325,407	503,264	268,893	382,794	598,159

CITY OF WILLIS BUDGET FY 2012 - 2013
Operation and Maintenance
Water Division-Water Distribution

City of Willis Budget FY 2012 - 2013
Summary Page

Department: **Water**
Division: **Distribution**

No.	Category	Actual	Approved	8 Mo Exp	Proj Year-End	Budget Request
		2010-11	2011-12	2011-12	2011-12	2012-13
7943206100	Total Personnel	79,471	110,887	67,654	101,480	132,018
7943206200	Total Supplies	11,017	19,050	13,565	20,348	22,700
7943206300	Total Maintenance	49,569	59,668	33,121	49,682	69,700
7943206400	Total Miscellaneous/Sundry	5,788	14,700	4,714	7,072	21,683
7943206500	Total Contract Services	10,479	13,000	11,580	17,370	23,012
7943206600	Total Utilities	485	1,535	129	194	1,535
	Total Operations and Maint.	156,808	218,840	130,764	196,146	270,648
7943206700	Total Capital Outlay	0	0	0	0	0
	TOTAL WATER DISTRIBUTION	156,808	218,840	130,764	196,146	270,648

CITY OF WILLIS BUDGET FY 2012 - 2013
Operation and Maintenance
Waste Water Division-Waste Water Collection

City of Willis Budget FY 2012 - 2013
Summary Page

Department: Public Works
Division: Wastewater Collection

No.	Category	Actual	Approved	8 Mo Exp	Proj Year-End	Budget Request
		2010-11	2011-12	2011-12	2011-12	2012-13
7944106100	Total Personnel	107,943	119,289	75,337	113,006	119,039
7944106200	Total Supplies	8,657	12,300	7,771	11,656	13,200
7944106300	Total Maintenance	62,443	91,865	82,207	123,311	146,941
7944106400	Total Miscellaneous/Sundry	5,206	6,329	5,195	7,792	14,528
7944106500	Total Contract Services	14,000	18,000	11,648	17,471	23,112
7944106600	Total Utilities	27,882	33,700	21,522	32,282	40,170
	Total Operations and Maint.	226,131	281,483	203,679	305,518	356,990
7944106700	Total Capital Outlay	0	19,500	0	0	48,643
	Total Wastewater Collection	226,131	300,983	203,679	305,518	405,633

CITY OF WILLIS BUDGET FY 2012 - 2013
Operation and Maintenance
Wastewater Division-Wastewater Treatment

City of Willis Budget FY 2012 - 2013
Summary Page

Department: **Wastewater**
Division: **Treatment**

No.	Category	Actual	Approved	8 Mo Exp	Proj Year-End	Budget Request
		2010-11	2011-12	2011-12	2011-12	2012-13
7944206100	Total Personnel	65,182	112,486	59,468	89,202	96,294
7944206200	Total Supplies	18,717	27,825	17,246	25,869	31,625
7944206300	Total Maintenance	75,694	82,250	46,997	70,496	86,779
7944206817	Total Miscellaneous/Sundry	5,602	7,250	4,949	7,424	14,734
7944206500	Total Contract Services	53,897	71,000	42,430	63,645	81,012
7944206600	Total Utilities	73,253	75,300	51,857	77,786	82,800
	Total Operations and Maint.	292,344	376,111	222,948	334,421	393,244
7944206917	Total Capital Outlay	0	20,675	0	0	
	Total Wastewater Treatment	292,344	396,786	222,948	334,421	393,244