

City of Willis

Budget for Fiscal Year

October 1, 2013 – September 30, 2014

City of Willis Budget - FY 2013-2014

General Fund Summary

Category		Fund Balance
Balance Forward (projected)		\$301,111
Revenue General Fund	\$2,961,600	
Revenue Debt Service	\$77,603	\$3,340,314
Debt Service Requirement	\$74,003	\$3,266,311
 Departmental Request		
	Expenses	
Administration	\$1,058,390	
Community Development	\$261,542	
Solid Waste	\$220,000	
Police	\$1,527,774	
Street, Parks, Drainage	\$505,538	
Court	\$96,856	
 Total Departmental Expenses	 \$3,670,100	 -\$403,789
 Contingency		
Transfer from Photographic Enforcement	\$ 89,000	
Transfer from Utility Fund	\$ 314,789	
Balance		\$0

**City of Willis Budget FY 2013-2014
Hotel Tax Fund**

Category		Fund Balance
Balance Forward-(projected)		\$177,150
Revenue	\$25,000	
Total		\$202,150
Expenditures		
Website Yearly Maintenance	\$3,150	
Website Hosting	\$600	
Brochure Distribution	\$1,300	
Total	\$5,050	
Balance		\$197,100

**City of Willis Budget FY 2013-2014
Street Sales Tax**

Category		Fund Balance
Balance Forward		\$108,904
Revenue	\$300,000	
Total		\$408,904
Expense		
Calhoun Street Improvements	\$164,400	
		\$244,504
Debt Service Requirements		\$125,340
Balance		\$119,164

City of Willis Budget - FY 2013-2014

Utility Fund Summary

Category		Fund Balance
Balance Forward (projected)		\$458,770
Revenue all sources	\$2,585,000	\$3,043,770
Departmental Request		
	Expenses	
Water Production	\$448,465	
Water Distribution	\$329,596	
Wastewater Collection	\$425,580	
Wastewater Treatment	\$442,208	
Utility Billing	\$122,385	
Total Departmental Expenses	\$1,768,234	\$1,275,536
		\$1,275,536
Debt Service Requirements	\$965,016	\$310,520
Transfer from Capitalized Interest Account	\$252,292	
Transfer to General Fund	\$314,789	
Unallocated Reserve		\$248,023

CITY OF WILLIS BUDGET FY 2013-2014

Debt Service

No.	Category	Budget 2011-2012	Budget 2012-2013	Budget 2013-2014	Reference
5950006800	Debt Service - Tax				
5900006811	Bond Principal	\$50,000.00	\$50,000.00	\$50,000.00	EXHIBIT C
5900006812	Bond Interest	\$26,603.00	\$24,827.50	\$23,002.50	
5900006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt Service Tax	\$77,603.00	\$75,827.50	\$74,002.50	
2348006800	Debt Service - Street Tax				
2348006811	Bond Principal	\$65,000.00	\$70,000.00	\$70,000.00	EXHIBIT F
2348006812	Bond Interest	\$60,280.00	\$57,420.00	\$54,340.00	
2348006813	Paying Agent	\$1,000.00	\$1,000.00	\$1,000.00	
	Total Debt Serv Street Tax	\$126,280.00	\$128,420.00	\$125,340.00	
7943006800	Debt Service Water				
7943006811	Bond Principal	\$226,399.14	\$231,491.35	\$361,802.00	EXHIBIT A, D, H, K and L
7943006812	Bond Interest	\$115,852.62	\$202,674.03	\$466,421.67	
7943006813	Paying Agent	\$1,000.00	\$1,000.00	\$6,000.00	
	Total Debt Service Water	\$343,251.76	\$435,165.38	\$834,223.67	
7944006800	Debt Service Sewer				
7944006811	Bond Principal	\$95,000.00	\$100,000.00	\$100,000.00	EXHIBIT B AND I
7944006812	Bond Interest	\$38,650.00	\$33,780.00	\$28,792.00	
7944006813	Paying Agent	\$1,000.00	\$1,000.00	\$2,000.00	
	Total Debt Service Sewer	\$134,650.00	\$134,780.00	\$130,792.00	

2012-2013 BUDGET
REVENUES

DESCRIPTION	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
GENERAL FUND	Actual	Budget	Actual	Projected	Proposed
			7-month	Year-End	
Current Taxes	\$ 671,889.00	\$ 750,000.00	\$ 739,139.00	\$ 773,948.00	\$ 800,000.00
Delinquent Taxes	\$ 24,738.00	\$ 20,000.00	\$ 11,373.00	\$ 15,000.00	\$ 15,000.00
Penalty/Interest Taxes	\$ 12,883.00	\$ 15,000.00	\$ 6,381.00	\$ 12,855.00	\$ 15,000.00
Excess VIT Funds Taxes	\$ 24.00	\$ -	\$ 172.00	\$ 172.00	
1% Sales Tax Rebate	\$ 946,438.00	\$ 1,100,000.00	\$ 783,032.00	\$ 1,268,032.00	\$ 1,200,000.00
Franchise Tax	\$ 284,313.00	\$ 300,000.00	\$ 103,888.00	\$ 298,028.00	\$ 325,000.00
Court-Time Payments	\$ 4,580.00	\$ 5,000.00	\$ 2,042.00	\$ 3,767.00	\$ 5,000.00
Corporation Court	\$ 99,905.00	\$ 90,000.00	\$ 58,598.00	\$ 99,032.00	\$ 100,000.00
Court Cost Retainage	\$ 9,309.00	\$ 7,500.00	\$ 7,137.00	\$ 9,769.00	\$ 10,000.00
Warrant Fee	\$ 18,974.00	\$ 20,000.00	\$ 18,329.00	\$ 32,220.00	\$ 25,000.00
City Court Cost	\$ 12,289.00	\$ 7,500.00	\$ 6,372.00	\$ 10,382.00	\$ 10,000.00
Deferred Adjudication	\$ 15,895.00	\$ 10,000.00	\$ 6,355.00	\$ 12,608.00	\$ 10,000.00
License and Fees-ABC	\$ 11,418.00	\$ 12,500.00	\$ 6,866.00	\$ 8,987.00	\$ 10,000.00
Building Permits	\$ 54,279.00	\$ 50,000.00	\$ 48,320.00	\$ 57,736.00	\$ 60,000.00
Electrical Permits	\$ 6,091.00	\$ 7,500.00	\$ 6,543.00	\$ 7,285.00	\$ 10,000.00
Mechanical Permits	\$ 3,493.00	\$ 5,000.00	\$ 1,955.00	\$ 1,938.00	\$ 7,500.00
Plumbing Permits	\$ 5,189.00	\$ 5,000.00	\$ 4,950.00	\$ 5,300.00	\$ 7,500.00
Gas Permits	\$ -	\$ 500.00	\$ 30.00	\$ -	\$ 500.00
Code Enforcement	\$ 3,200.00	\$ 2,500.00	\$ 4,415.00	\$ 5,450.00	\$ 5,000.00
Garbage	\$ 229,691.00	\$ 235,000.00	\$ 138,059.00	\$ 241,770.00	\$ 250,000.00
Garbage Sales Tax Retainage	\$ 94.00	\$ 100.00	\$ 55.00	\$ 92.00	\$ 100.00
Interest Income	\$ 305.00	\$ 250.00	\$ 172.00	\$ 500.00	\$ 500.00
Miscellaneous Income	\$ 10,533.00	\$ 7,500.00	\$ 8,484.00	\$ 2,803.00	\$ 5,000.00
Lease Agreements	\$ -	\$ -	\$ -	\$ -	
WEDC/WCDC	\$ 8,400.00	\$ 9,000.00	\$ 4,500.00	\$ 9,000.00	\$ 89,500.00
Donations	\$ 100.00	\$ -	\$ -	\$ -	
Crime Victims Compensation		\$ -	\$ -	\$ -	
Grants-Police Dept.	\$ 80,978.00	\$ 23,000.00	\$ 17,099.00	\$ 18,122.00	
FEMA Reimbursement	\$ -	\$ -	\$ -	\$ -	
Omni	\$ -	\$ 1,000.00	\$ 576.00	\$ 1,063.00	\$ 1,000.00
GENERAL FUND TOTALS	\$2,515,008.00	\$2,683,850.00	\$1,984,842.00	\$2,895,859.00	\$2,961,600.00

2013-2014 BUDGET
RESTRICTED REVENUE

DESCRIPTION	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
	Budget	Budget	2011-2012	Projected	Proposed
	Actual		7-month	Year-End	
DEBT SERVICE					
Current Tax	\$ 76,485.00	\$ 74,888.00	\$ 70,936.00	\$ 75,438.00	\$ 73,003.00
Delinquent Tax	\$ 2,607.00	\$ 2,500.00	\$ 1,350.00	\$ 2,000.00	\$ 2,000.00
Penalty/Interest Tax	\$ 2,019.00	\$ 2,500.00	\$ 1,750.00	\$ 2,475.00	\$ 2,500.00
Interest Income	\$ 88.00	\$ 50.00	\$ 19.00	\$ 33.00	\$ 100.00
DEBT SERVICE TOTAL	\$ 81,199.00	\$ 79,938.00	\$ 74,055.00	\$ 79,946.00	\$ 77,603.00
Hotel/Motel Tax	\$ 22,468.00	\$ 25,000.00	\$ 12,982.00	\$ 22,257.00	\$ 25,000.00
Street Sales Tax	\$ 236,776.00	\$ 275,000.00	\$ 189,683.00	\$ 317,000.00	\$ 300,000.00
Municipal Court Technology	\$ -	\$ 4,000.00	\$ (8,508.00)	\$ (6,668.19)	\$ 4,000.00
Municipal Court Security	\$ 2,837.00	\$ 4,000.00	\$ 2,206.00	\$ 3,874.00	\$ 4,000.00
Chapter 18	\$ 3.00	\$ -	\$ 3.00	\$ 3.00	\$ -
Chapter 59	\$ 17,141.00	\$ -	\$ 7,248.00	\$ 7,248.00	\$ -

2013-2014 BUDGET
REVENUES

DESCRIPTION	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
	Actual	Budget	Budget	Projected	Proposed
			7-month	Year-End	
UTILITY FUND					
Water Usage Charges	\$ 822,523.00	\$ 875,000.00	\$ 458,901.00	\$ 855,000.00	\$ 930,000.00
Water Tap Fees	\$ 30,715.00	\$ 20,000.00	\$ 29,533.00	\$ 37,000.00	\$ 30,000.00
Service Charges	\$ 17,374.00	\$ 20,000.00	\$ 11,314.00	\$ 22,500.00	\$ 22,500.00
Penalties	\$ 57,460.00	\$ 60,000.00	\$ 33,541.00	\$ 61,500.00	\$ 62,000.00
Sewer Usage Charges	\$ 854,349.00	\$ 875,000.00	\$ 458,224.00	\$ 855,000.00	\$ 930,000.00
Sewer Tap Fees	\$ 16,861.00	\$ 20,000.00	\$ 17,150.00	\$ 30,000.00	\$ 25,000.00
Lonestar Groundwater f	\$ 18,447.00	\$ 20,000.00	\$ 10,811.00	\$ 21,000.00	\$ 25,000.00
SJRA	\$ 175,513.00	\$ 300,000.00	\$ 159,673.00	\$ 301,500.00	\$ 560,000.00
Interest Income	\$ 1,914.00	\$ 250.00	\$ 217.00	\$ 300.00	\$ 500.00
Miscellaneous Income	\$ 2,237.00	\$ -	\$ 523.00	\$ 523.00	\$ -
FEMA Reimbursement	\$ -	\$ -	\$ -		
UTILITY FUND TOTAL	\$1,997,393.00	\$ 2,190,250.00	\$ 1,179,887.00	\$ 2,184,323.00	\$2,585,000.00

CITY OF WILLIS BUDGET FY 2012-2013
 Operation and Maintenance
 Administration-Mayor, City Council, City Administrator, City Secretary

No.	Category	Actual 2011-12	Approved 2012-13	7 mo 2012-13	Projected 2012-13	Proposed 2013-14
1940106100	Personnel	\$ 276,550	\$ 279,184	\$ 174,171	\$ 282,190	\$ 287,585
1940106200	Supplies	\$ 13,447	\$ 14,300	\$ 7,629	\$ 13,077	\$ 14,500
1940106300	Maintenance	\$ 115,896	\$ 54,800	\$ 22,038	\$ 39,911	\$ 56,000
1940106400	Miscellaneous/Sundry	\$ 51,691	\$ 81,800	\$ 44,952	\$ 62,521	\$ 87,000
1940106500	Contract Services	\$ 148,452	\$ 189,200	\$ 203,371	\$ 245,886	\$ 312,200
1940106600	Utilities	\$ 7,394	\$ 8,500	\$ 3,496	\$ 6,281	\$ 7,000
1940106700	Capital Outlay	\$ 7,234	\$ 3,000	\$ 1,885	\$ 2,810	\$ 294,105
	TOTAL ADMINISTRATION	\$ 620,664	\$ 630,784	\$ 457,542	\$ 652,676	\$ 1,058,390

**City of Willis Budget FY 2013-14
Community Development
Accounts Summary**

No.	Category	Approved 2010-11	Approved 2011-12	Approved 2012-13	58% YTD 2012-13	Proj Year End 2012-13	Requested 2013-14
1941106100	Personnel	\$ 98,262	\$ 123,498	\$132,873	\$ 81,721	\$133,879	\$197,095
1941106200	Supplies	16,050	8,877	7,777	4,664	8,664	13,977
1941106300	Maintenance	4,850	4,500	8,950	5,719	8,487	9,450
1941106500	Miscellaneous/Sundry	13,903	7,070	7,320	5,588	7,860	7,820
1941106500	Contract Services	35,000	33,907	32,000	8,220	28,000	32,000
1941106600	Utilities	180	1,020	1,020	610	1,045	1,200
1941106700	Capital Outlay	0	0	0	0	0	0
	TOTAL COMMUNITY DEV	\$ 168,245	\$ 178,872	\$ 189,940	\$ 106,522	\$ 187,935	\$ 261,542

City of Willis Budget - FY 2013 - 2014
Police Department
Summary Page

No.	Category	Actual 2012 - 13	Budget 2012 - 13	Proj Year-End 2012 - 13	Requested 2013 - 14	Approved 2013 - 14	Difference
	Personnel	\$ -	\$ 1,071,337	\$ 1,028,767	\$ 1,122,191	\$ -	\$ 50,854
	Supplies	\$ -	\$ 99,920	\$ 92,484	\$ 113,571	\$ -	\$ 13,651
	Maintenance	\$ -	\$ 76,984	\$ 67,699	\$ 85,836	\$ -	\$ 8,852
	Misc & Sundry	\$ -	\$ 50,232	\$ 48,544	\$ 73,034	\$ -	\$ 22,802
	Contract Services	\$ -	\$ 34,815	\$ 35,295	\$ 8,439	\$ -	\$ (26,376)
	Utilities	\$ -	\$ 15,000	\$ 13,200	\$ 15,000	\$ -	\$ -
	Total O & M	\$ -	\$ 1,348,288	\$ 1,285,989	\$ 1,418,071	\$ -	\$ 69,783
	Capital Outlay	\$ -	\$ 112,142	\$ 78,480	\$ 109,703	\$ -	\$ (2,439)
	Total Budget	\$ -	\$ 1,460,430	\$ 1,364,469	\$ 1,527,774	\$ -	\$ 67,344

CITY OF WILLIS BUDGET FY 2013-2014
 Operation and Maintenance
 Court

No.	Category	Actual 2011-2012	Budget 2012-2013	8 Mo Exp 2012-2013	Proj Year-End 2012-2013	Budget Request 2013-2014
1949106100	Personnel	\$60,186.00	\$61,577.00	\$36,902.58	\$60,377.00	\$63,365.00
1949106200	Supplies	\$3,000.00	\$2,800.00	\$2,109.21	\$2,830.91	\$3,200.00
1949106300	Maintenance	\$1,850.00	\$3,358.00	\$2,339.97	\$3,384.97	\$2,600.00
1949106400	Miscellaneous/Sundry	\$3,091.00	\$4,591.00	\$1,966.97	\$4,591.00	\$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	\$2,000.00
	TOTAL COURT	\$89,227.00	\$93,426.00	\$57,018.73	\$92,283.88	\$96,856.00

CITY OF WILLIS BUDGET FY 2013-2014
 General Fund
 Solid Waste

No.	Category	Actual 2011-12	Approved 2012-13	8 mo 2012-13	Projected 2012-13	Proposed 2013-14
1948106100	Personnel					
1948106200	Supplies					
1948106300	Maintenance					
1948106400	Miscellaneous/Sundry					
1948106500	Contract Services	203,035	210,000	159,525	215,325	220,000
1948106600	Utilities					
1948106700	Capital Outlay					
	TOTAL ADMINISTRATION	\$ 203,035	\$ 210,000	\$ 159,525	\$ 215,325	\$ 220,000

CITY OF WILLIS BUDGET FY 2013-2014
 Operation and Maintenance
 Utility Billing

No.	Category	Actual 2011-12	Approved 2012-13	7 mo 2012-13	Projected 2012-13	Proposed 2013-14
7942106100	Personnel	\$ 81,610	\$ 84,720	\$ 47,718	\$ 77,560	\$ 86,885
7942106200	Supplies	\$ 957	\$ 1,250	\$ 124	\$ 1,250	\$ 1,250
71942106300	Maintenance	\$ 1,430	\$ 1,250	\$ 110	\$ 1,250	\$ 1,250
7942106400	Miscellaneous/Sundry	\$ -		\$ -		
7942106500	Contract Services	\$ 30,989	\$ 33,000	\$ 19,926	\$ 31,650	\$ 33,000
7942106600	Utilities	\$ -		\$ -	\$ -	
7942106700	Capital Outlay	\$ -		\$ -		
	TOTAL ADMINISTRATION	\$ 114,986	\$ 120,220	\$ 67,878	\$ 111,710	\$ 122,385

CITY OF WILLIS BUDGET FY 2013 - 2014
Operation and Maintenance
Water Division-Water Production

City of Willis Budget FY 2013 - 2014
 Summary Page

Department: Water
Division: Production

No.	Category	Actual	Approved	7 Mo Exp	Proj Year-End	Budget Request
		2011-12	2012-13	2012-13	2012-13	2013-14
7943106100	Total Personnel	75,713	97,930	55,455	93,462	95,082
7943106815	Total Supplies	14,460	17,875	8,783	15,056	20,325
7943106817	Total Maintenance	20,705	53,150	17,923	30,724	58,500
7943106817	Total Miscellaneous/Sundry	8,078	12,692	9,572	11,525	13,292
7943106500	Total Contract Services	212,095	332,512	163,108	279,614	148,275
7943106200	Total Utilities	75,794	84,000	37,927	65,018	85,500
	Total Operations and Maint.	406,844	598,159	292,767	495,399	420,974
7943106700	Total Capital Outlay	0	0	0	0	27,491
	TOTAL WATER PRODUCTION	406,844	598,159	292,767	495,399	448,465

CITY OF WILLIS BUDGET FY 2013 - 2014
Operation and Maintenance
Water Division-Water Distribution

City of Willis Budget FY 2013 - 2014
Summary Page

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

No.	Category	Actual	Approved	7 Mo Exp	Proj Year-End	Budget Request
		2011-12	2012-13	2012-13	2012-13	2013-14
7943206100	Total Personnel	101,962	132,018	74,976	128,530	146,757
7943206200	Total Supplies	20,265	22,700	10,210	17,502	22,700
7943206300	Total Maintenance	54,654	69,700	47,307	81,098	118,350
7943206400	Total Miscellaneous/Sundry	9,373	21,683	7,092	10,959	17,242
7943206500	Total Contract Services	12,816	23,012	10,669	18,289	23,012
7943206600	Total Utilities	149	1,535	113	194	1,535
	Total Operations and Maint.	199,218	270,648	150,367	256,572	329,596
7943206700	Total Capital Outlay	1,175	0	0	0	0
	TOTAL WATER DISTRIBUTION	200,393	270,648	150,367	256,572	329,596

CITY OF WILLIS BUDGET FY 2013 - 2014
Operation and Maintenance
Waste Water Division-Waste Water Collection

City of Willis Budget FY 2013 - 2014
 Summary Page

Department: **Public Works**
 Division: **Wastewater Collection**

No.	Category	Actual	Approved	7 Mo Exp	Proj Year-End	Budget Request
		2011-12	2012-13	2012-13	2012-13	2013-14
7944106100	Total Personnel	106,504	119,039	68,446	117,336	138,663
7944106200	Total Supplies	10,902	13,200	5,964	10,224	14,300
7944106300	Total Maintenance	101,979	146,941	39,513	67,737	139,076
7944106400	Total Miscellaneous/Sundry	8,163	14,528	8,741	14,984	16,628
7944106500	Total Contract Services	19,514	23,112	14,885	25,762	28,100
7944106600	Total Utilities	51,042	40,170	15,500	26,571	40,170
	Total Operations and Maint.	298,105	356,990	153,048	262,614	376,937
7944106700	Total Capital Outlay	19,500	48,643	48,643	0	48,643
	Total Wastewater Collection	317,605	405,633	201,691	262,614	425,580

CITY OF WILLIS BUDGET FY 2013 - 2014
Operation and Maintenance
Wastewater Division-Wastewater Treatment

City of Willis Budget FY 2013 - 2014
 Summary Page

Department: Wastewater
 Division: Treatment

No.	Category	Actual	Approved	7 Mo Exp	Proj Year-End	Budget Request
		2011-12	2012-13	2012-13	2012-13	2013-14
7944206100	Total Personnel	87,038	96,294	58,722	100,665	98,113
7944206200	Total Supplies	25,215	31,625	11,269	19,319	30,725
7944206300	Total Maintenance	80,140	86,779	59,853	102,606	105,920
7944206817	Total Miscellaneous/Sundry	20,517	14,734	7,580	12,995	14,950
7944206500	Total Contract Services	64,668	81,012	69,530	119,194	115,000
7944206600	Total Utilities	73,941	82,800	33,046	56,651	77,500
	Total Operations and Maint.	351,519	393,244	240,000	411,429	442,208
7944206917	Total Capital Outlay	20,675	0	0	0	
	Total Wastewater Treatment	372,194	393,244	240,000	411,429	442,208

CITY OF WILLIS BUDGET FY 2013 - 2014
Operation and Maintenance
Streets, Drainage, Parks, and Right of Way

	Total Capital Outlay	0	0	0	0	0
	TOTAL R.O.W. PARKS & DRAINAGE	324,415	362,440	177,582	304,427	505,538

City of Willis Budget FY 2013 - 2014
Summary Page

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

No.	Category	Actual	Approved	7 Mo Exp	Proj Year-End	Budget Request
		2011-12	2012-13	2012-13	2012-13	2013-14
1948106100	Total Personnel	192,853	170,698	99,956	171,354	319,058
1948106200	Total Supplies	23,373	35,205	10,376	17,787	35,170
1948106300	Total Maintenance	25,352	48,125	19,434	33,315	49,850
1948106400	Total Miscellaneous/Sundry	4,316	11,500	6,180	10,595	12,560
1948106500	Total Contract Services	28,492	44,512	12,578	21,563	35,500
1948106600	Total Utilities	50,030	52,400	29,058	49,814	53,400
	Total Operations and Maint.	324,415	362,440	177,582	304,427	505,538
1948106700	Total Capital Outlay	0	0	0	0	0
	TOTAL R.O.W. PARKS & DRAINAGE	324,415	362,440	177,582	304,427	505,538