

City of Meadowlakes

ORDINANCE 2019-06

September 17, 2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, ADOPTING THE OFFICIAL BUDGET FOR THE 2020 FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, PROVIDING FOR THE INVESTMENT OF FUNDS; AUTHORIZING EXPENDITURES; PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; ENACTMENT; FILING OF THE BUDGET; EFFECTIVE DATE; REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING.

WHEREAS, pursuant to the law of the State of Texas, the budget covering proposed expenditures for the fiscal year beginning October 1, 2019 and ending September 30, 2020 was filed with the City Secretary on July 31, 2019; as required by Local Government Code Section 102.005; and

WHEREAS, pursuant to notice as required by Section 102.006 of the Local Government Code, on September 17, 2019, a public hearing on said budget was held in Totten Hall, at which all citizens and taxpayers of the City had the right to be present and to be heard, and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the Proposed Budget and has made changes to the Proposed Budget that in the City Council's judgment were warranted by law and in the best interest of the citizens and taxpayers of the City; and

WHEREAS, the City Council finds that the proposed Budget is for legitimate municipal purposes, and is in compliance with Texas Local Government Code Chapter 102; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the good of the government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Texas Local Government Code Section 101.002, the City Council may manage and control the finances of the municipality; and

WHEREAS, the City Council finds that it is necessary and proper for the good of the government, peace or order of the City of Meadowlakes to adopt an ordinance establishing a budget for the upcoming fiscal year; and

WHEREAS, the City Council desires to approve and adopt the final Budget for fiscal year 2019-2020 as set out herein; and

WHEREAS, the City has satisfied all statutory requirements for public notices and public hearings regarding the attached budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, THAT:

SECTION I. The preceding recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof as findings of fact.

SECTION II. The recitals are subject to applicable provisions of State Law and the budget for the City of Meadowlakes, attached hereto and incorporated into this Ordinance for all purposes as **Exhibit "A"** for the 2020 fiscal year beginning October 1, 2019, and ending on September 30, 2020, as filed and submitted by the City Manager, and adjusted by the City Council, contains estimates or resources and revenues from all sources, and the projects, operations, activities and purchases proposed to be undertaken during the year, together with the estimated costs thereof, and estimated amounts of all other proposed expenditures, is hereby approved and adopted.

SECTION III. The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City of Meadowlakes as established in the approved budget:

| | <u>Fiscal Year 2020</u> |
|-------------------|--------------------------------|
| General Fund | \$ 678,900 |
| Debt Service Fund | \$ 429,325 |
| Utility Fund | \$ 1,266,500 |
| Recreation Fund | \$ 1,129,950 |

SECTION IV. The beginning Fund Balance reflected in the Budget for each fund for which a budget is adopted shall automatically be adjusted to the amount of the Ending Fund Balance for Fiscal Year 2019 to reflect the City's Fiscal Year 2019 Independent Audit upon approval of said audit by the Council.

SECTION V. All funds appropriated and allocated shall be expended and used pursuant to the provisions of the official budget and the City Manager shall be directed and authorized to appropriate and expend City funds accordingly. The City Manager may transfer any unneeded surplus funds in the amount budgeted from an account to another activity in which a deficiency exists. If and when, in the judgment of the City Manager, actual or probable receipts are less than the amount(s) estimated and herein appropriated for expenditures, the City Manager shall forthwith reduce such expenditures within said departments.

SECTION VI. The City Manager is authorized from time to time, as deemed to be in the best interest of the City of Meadowlakes, to invest City funds which are not immediately required for current use, including operating, and debt services funds, pursuant to the City's adopted Investment Policy.

SECTION VII. The City of Meadowlakes hereby appropriates the following funds to be transferred:

1. An equity transfer of \$50,000 from the General Fund to the Recreation Fund
2. An equity transfer of \$56,000 from the Public Works Fund to the Debt Service Fund
3. An equity transfer of \$75,000 from the Public Works Fund to the General Fund
4. An equity transfer of \$92,500 from the Public Works Fund to the Recreation Fund

SECTION VIII. This Ordinance shall remain in full force and effect from the time of its passage and filing with the City Secretary and the Burnet County Clerk until repealed or a revised or a new budget is passed by the City Council. The City Secretary is hereby directed to keep and maintain a copy of the official budget on file in the Office of the City Secretary, available for inspection by citizens and the general public.

SECTION IX. The City Secretary is hereby directed to file the budget on the website of the City and in the City's official records.

SECTION X. This Ordinance shall be effective immediately upon passage and publication as provided for by law.

SECTION XI. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby replaced, and are no longer in effect.


SECTION XII. Should any section, paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected.

SECTION XIII. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, as required by the Open Meetings Act, Chapter 551, Texas Government Code.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES ON THIS THE 17TH DAY OF SEPTEMBER 2019 by the following vote:

| | Vote |
|------------------------|----------|
| Councilperson Barry | <u>Y</u> |
| Councilperson Peskin | <u>Y</u> |
| Councilperson Drummond | <u>Y</u> |
| Councilperson Wise | <u>Y</u> |
| Councilperson Mason | <u>Y</u> |

Signed:


Mary Ann Raesener, Mayor
City of Meadowlakes

Attest:


Evan Bauer, City Secretary



Exhibit "A"

City of
Meadowlakes

Fiscal Year 2020 Budget

"This Budget will raise more revenue from property taxes than last year's budget by an amount of \$47,101, which is a 6.36% increase from last year's budget. The property tax revenue raised from new property added to the tax roll is \$9,887"

Ad Valorem Tax Rate History

| Tax Year | Tax Rate | Total Tax Income |
|-----------------|-----------------|-------------------------|
| 2008 | \$0.2999 | \$564,945 |
| 2009 | \$0.2999 | \$567,155 |
| 2010 | \$0.2999 | \$571,510 |
| 2011 | \$0.3045 | \$589,610 |
| 2012 | \$0.3159 | \$617,250 |
| 2013 | \$0.3209 | \$619,800 |
| 2014 | \$0.3206 | \$642,350 |
| 2015 | \$0.3206 | \$693,800 |
| 2016 | \$0.3186 | \$704,400 |
| 2017 | \$0.3150 | \$730,228 |
| 2018 | \$0.2914 | \$741,268 |
| 2019 | \$0.2870 | \$788,195 |

**City of Meadowlakes
Combined All Funds Profit and Loss
Fiscal Year 2020 Budget**

| | <i>General Fund</i> | <i>Debt Service Fund</i> | <i>Utility Fund</i> | <i>Recreation Fund</i> | <i>Total All Funds</i> |
|--|---------------------|------------------------------|---------------------|------------------------|------------------------|
| <u>INCOME</u> | | | | | |
| <i>Utility Income (Water and Wastewater)</i> | \$0 | \$0 | \$1,004,000 | \$0 | \$1,004,000 |
| <i>Ad Valorem Taxes</i> | \$420,000 | \$368,300 | \$0 | \$0 | \$788,300 |
| <i>Services Rendered-Golfing Complex</i> | \$0 | \$0 | \$0 | \$985,000 | \$985,000 |
| <i>Solid Waste Collection Income</i> | \$0 | \$0 | \$234,000 | \$0 | \$234,000 |
| <i>Contract Services</i> | \$104,000 | \$0 | \$0 | \$0 | \$104,000 |
| <i>Franchise Fees</i> | \$56,000 | \$0 | \$0 | \$0 | \$56,000 |
| <i>Miscellaneous Income</i> | \$23,900 | \$5,025 | \$28,500 | \$2,450 | \$59,875 |
| <i>Transfer in from Other Funds</i> | \$75,000 | \$56,000 | \$0 | \$142,500 | \$273,500 |
| <i>Uncommitted Fund Reserves</i> | | | \$0 | \$0 | \$0 |
| TOTAL INCOME | \$678,900 | \$429,325 | \$1,266,500 | \$1,129,950 | \$3,504,675 |
| <u>EXPENSES</u> | | | | | |
| <i>Employee Related Expenses</i> | \$371,270 | \$0 | \$369,100 | \$625,050 | \$1,365,420 |
| <i>Administrative Expenses</i> | \$102,550 | \$0 | \$40,500 | \$67,000 | \$210,050 |
| <i>Public Safety Expenses</i> | \$69,775 | \$0 | \$0 | \$0 | \$69,775 |
| <i>Contract Emergency Services</i> | \$82,935 | \$0 | \$0 | \$0 | \$82,935 |
| <i>Operational Expenses</i> | \$0 | \$0 | \$366,800 | \$268,600 | \$635,400 |
| <i>Solid Waste Collection Expenses</i> | \$0 | \$0 | \$202,500 | \$0 | \$202,500 |
| <i>Principal Due on Operating Debt</i> | \$0 | \$0 | \$0 | \$95,350 | \$95,350 |
| <i>Principal Due on Bond Debt</i> | \$0 | \$395,000 | \$0 | \$0 | \$395,000 |
| <i>Interest Due on Operational Debt</i> | \$0 | \$0 | \$0 | \$5,750 | \$5,750 |
| <i>Interest Due on Bond Debt</i> | \$0 | \$33,525 | \$0 | \$0 | \$33,525 |
| <i>Transfers Out to Other Funds</i> | \$50,000 | \$0 | \$223,500 | \$0 | \$273,500 |
| <i>Capital Improvements/Purchases Over \$5,000</i> | \$0 | \$0 | \$0 | \$50,000 | \$50,000 |
| TOTAL EXPENSES | \$676,530 | \$428,525 | \$1,202,400 | \$1,111,750 | \$3,419,205 |
| FUND NET GAIN/LOSS | \$2,370 | \$800 | \$64,100 | \$18,200 | \$85,470 |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|------------------|------------------|--------------------------------|-----------------------------|-----------------------|
| <u>INCOME</u> | | | | | |
| <u>OPERATING INCOME</u> | | | | | |
| <u>Ad Valorem Tax</u> | \$351,827 | \$382,535 | \$385,300 | \$385,300 | \$420,000 |
| <u>Franchise Fees</u> | | | | | |
| PEC Franchise Fees | \$32,093 | \$34,493 | \$34,800 | \$32,000 | \$35,000 |
| Cable TV Franchise Fees | \$17,042 | \$17,495 | \$19,150 | \$15,500 | \$18,000 |
| Telephone Franchise Fees | \$4,888 | \$4,275 | \$3,050 | \$4,000 | \$3,000 |
| Total Franchise Fees | \$54,023 | \$56,263 | \$57,000 | \$51,500 | \$56,000 |
| <u>Liquor Sales Tax Income</u> | \$1,422 | \$1,428 | \$1,300 | \$1,300 | \$1,500 |
| <u>Building Related Income</u> | | | | | |
| New Construction Permits | \$2,750 | \$3,350 | \$2,850 | \$2,000 | \$1,500 |
| Remodel Permits | \$1,550 | \$1,250 | \$300 | \$1,200 | \$1,500 |
| Fence & Deck Permits | \$1,050 | \$1,950 | \$3,450 | \$2,000 | \$2,000 |
| Miscellaneous Permits/Income | \$1,510 | \$2,583 | \$2,300 | \$2,000 | \$1,500 |
| Total Building Related Income | \$6,860 | \$9,133 | \$8,900 | \$7,200 | \$6,500 |
| <u>Municipal Court Income - Fines</u> | \$3,367 | \$11,184 | \$7,500 | \$7,500 | \$7,500 |
| <u>Contract Services</u> | \$0 | \$0 | \$150,000 | \$150,000 | \$104,000 |
| <u>Miscellaneous Income</u> | | | | | |
| Intertest Earned on Investments | \$1,328 | \$2,958 | \$5,650 | \$1,800 | \$5,000 |
| Pet Registration | \$1,938 | \$1,412 | \$1,850 | \$1,600 | \$1,900 |
| Miscellaneous Income | \$656 | \$659 | \$5,000 | \$1,500 | \$1,500 |
| Total Miscellaneous Income | \$3,922 | \$5,029 | \$12,500 | \$4,900 | \$8,400 |
| TOTAL OPERATING INCOME | \$421,421 | \$465,572 | \$622,500 | \$607,700 | \$603,900 |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-------------------------|-------------------------|--------------------------------|-----------------------------|-------------------------|
| <i>NON-OPERATING INCOME</i> | | | | | |
| <i>Transfers In From Other Funds</i> | | | | | |
| <i>Transfer in from Reserves</i> | \$0 | \$0 | \$107,810 | \$119,500 | \$0 |
| <i>Transfer in from Utility Fund</i> | \$103,605 | \$112,500 | \$0 | \$0 | \$75,000 |
| <i>Transfer in from Recreation Fund</i> | \$29,500 | \$31,000 | \$0 | \$0 | \$0 |
| <i>TOTAL NON-OPERATING INCOME</i> | <i>\$133,105</i> | <i>\$143,500</i> | <i>\$107,810</i> | <i>\$119,500</i> | <i>\$75,000</i> |
| <i>TOTAL GENERAL FUND INCOME</i> | <i>\$554,526</i> | <i>\$609,072</i> | <i>\$730,310</i> | <i>\$727,200</i> | <i>\$678,900</i> |
| <i>EXPENSE</i> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>Administrative Expenses</i> | | | | | |
| <i>Total Employee Related Expenses</i> | \$313,999 | \$338,627 | \$354,475 | \$357,550 | \$371,270 |
| <i>Total Other Administrative Expenses</i> | \$85,423 | \$90,926 | \$116,525 | \$106,000 | \$102,550 |
| <i>Total Administrative Expenses</i> | <i>\$399,422</i> | <i>\$429,553</i> | <i>\$471,000</i> | <i>\$463,550</i> | <i>\$473,820</i> |
| <i>Public Safety Expenses</i> | | | | | |
| <i>Total Ordinance/Animal Control Expenses</i> | \$22,158 | \$23,542 | \$25,450 | \$25,450 | \$26,725 |
| <i>Total Traffic Control Expenses</i> | \$18,322 | \$29,841 | \$32,000 | \$36,950 | \$43,050 |
| <i>Emergency Medical Contract Expenses</i> | \$35,500 | \$37,500 | \$39,500 | \$39,500 | \$40,685 |
| <i>Fire Protection Expenses</i> | \$37,135 | \$52,135 | \$42,250 | \$42,250 | \$42,250 |
| <i>Total Public Safety Expenses</i> | <i>\$113,115</i> | <i>\$143,018</i> | <i>\$139,200</i> | <i>\$144,150</i> | <i>\$152,710</i> |
| <i>TOTAL OPERATING EXPENSES</i> | <i>\$512,537</i> | <i>\$572,571</i> | <i>\$610,200</i> | <i>\$607,700</i> | <i>\$626,530</i> |
| <i>OPERATING NET GAIN/LOSS</i> | <i>\$41,989</i> | <i>\$36,501</i> | <i>\$120,110</i> | <i>\$119,500</i> | <i>\$52,370</i> |
| <i>TOTAL NON-OPERATING EXPENSES</i> | <i>\$1,000</i> | <i>\$60,000</i> | <i>\$120,110</i> | <i>\$119,500</i> | <i>\$50,000</i> |
| <i>TOTAL FUND EXPENSES</i> | <i>\$513,537</i> | <i>\$203,018</i> | <i>\$730,310</i> | <i>\$727,200</i> | <i>\$676,530</i> |
| <i>FUND NET GAIN/LOSS</i> | <i>\$40,989</i> | <i>\$406,054</i> | <i>\$0</i> | <i>\$0</i> | <i>\$2,370</i> |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-------------------------|-------------------------|--------------------------------|-----------------------------|-------------------------|
| <i>EXPENSE</i> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>Administrative Expenses</i> | | | | | |
| <i>Salaries and Wages</i> | | | | | |
| <i>Salaries-Exempt Employees</i> | \$146,190 | \$153,300 | \$154,600 | \$146,800 | \$148,800 |
| <i>Salaries-Non-Exempt Employees</i> | \$97,881 | \$106,563 | \$112,950 | \$115,000 | \$119,320 |
| <i>Salary Adjustments/ Vacation Buyout/ Overtime</i> | \$0 | \$0 | \$0 | \$7,650 | \$8,250 |
| <i>Longevity Pay</i> | \$3,938 | \$4,090 | \$5,150 | \$4,500 | \$4,350 |
| <i>Total Salary and Wage Expenses</i> | <i>\$248,009</i> | <i>\$263,953</i> | <i>\$272,700</i> | <i>\$273,950</i> | <i>\$280,720</i> |
| <i>Employee Benefit Expenses</i> | | | | | |
| <i>Employer Payroll Tax</i> | \$18,950 | \$20,186 | \$21,400 | \$21,000 | \$21,400 |
| <i>Employer Retirement Expense</i> | \$4,762 | \$6,569 | \$7,350 | \$7,600 | \$8,300 |
| <i>Employer Supplied Health/ Disability Expense</i> | \$38,970 | \$44,630 | \$48,300 | \$50,000 | \$56,000 |
| <i>Worker's Compensation Expense</i> | \$1,000 | \$1,955 | \$475 | \$1,000 | \$850 |
| <i>Training & Travel Expense</i> | \$662 | \$928 | \$2,300 | \$1,500 | \$1,500 |
| <i>Employee Dues and Fees</i> | \$401 | \$283 | \$150 | \$500 | \$500 |
| <i>Unemployment Expense/ Reserve Contribution</i> | \$0 | \$0 | \$1,500 | \$1,500 | \$1,500 |
| <i>Miscellaneous Employee Related Expenses</i> | \$1,245 | \$123 | \$300 | \$500 | \$500 |
| <i>Total Employee Benefit Expenses</i> | <i>\$65,990</i> | <i>\$74,674</i> | <i>\$81,775</i> | <i>\$83,600</i> | <i>\$90,550</i> |
| <i>Total Salaries and Wages Expense</i> | <i>\$313,999</i> | <i>\$338,627</i> | <i>\$354,475</i> | <i>\$357,550</i> | <i>\$371,270</i> |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|---|-----------------|-----------------|------------------------|---------------------|-----------------|
| <u>General Administrative Expenses</u> | | | | | |
| <i>Property Tax Collection & Appraisal</i> | \$11,541 | \$12,203 | \$13,000 | \$13,300 | \$13,100 |
| <i>Professional Services</i> | | | | | |
| <i>City Attorney</i> | \$5,955 | \$11,837 | \$15,500 | \$10,000 | \$7,500 |
| <i>Auditing Services</i> | \$14,500 | \$15,000 | \$15,500 | \$16,000 | \$15,500 |
| <i>Election Expense</i> | \$1,447 | \$0 | \$4,375 | \$2,000 | \$2,000 |
| <i>Codification Expense</i> | \$900 | \$1,125 | \$1,250 | \$3,500 | \$3,500 |
| <i>Total Professional Service Expenses</i> | \$22,802 | \$27,962 | \$36,625 | \$31,500 | \$28,500 |
| <i>Office Operating Expenses</i> | | | | | |
| <i>Office Supplies</i> | \$5,534 | \$6,274 | \$5,000 | \$5,000 | \$5,000 |
| <i>Copier Lease</i> | \$2,948 | \$2,556 | \$2,300 | \$2,300 | \$2,300 |
| <i>Office Equipment Repair & Maintenance</i> | \$1,402 | \$595 | \$1,500 | \$2,000 | \$1,500 |
| <i>Postage</i> | \$971 | \$1,168 | \$1,200 | \$1,800 | \$1,500 |
| <i>Membership Dues and Fees</i> | \$868 | \$1,328 | \$600 | \$750 | \$2,000 |
| <i>Telephone</i> | \$3,782 | \$1,681 | \$1,600 | \$1,750 | \$1,750 |
| <i>2018 Flood Related Expenses</i> | \$0 | \$0 | \$4,500 | \$0 | \$0 |
| <i>Web/Email Services</i> | \$1,961 | \$2,542 | \$2,500 | \$2,500 | \$2,500 |
| <i>Building Committee Expenses</i> | \$53 | \$0 | \$0 | \$500 | \$500 |
| <i>Floodplain Expenses</i> | \$520 | \$500 | \$500 | \$1,000 | \$1,500 |
| <i>Miscellaneous Expenses</i> | \$3,910 | \$5,030 | \$6,100 | \$4,000 | \$4,000 |
| <i>Capital Expenditures Under \$5,000</i> | \$1,442 | \$0 | \$3,600 | \$3,500 | \$3,500 |
| <i>Total Office Operating Expenses</i> | \$23,391 | \$21,674 | \$29,400 | \$25,100 | \$26,050 |
| <i>Insurance Expenses</i> | | | | | |
| <i>Auto Insurance</i> | \$1,132 | \$678 | \$775 | \$750 | \$750 |
| <i>Liability Insurance</i> | \$8,883 | \$4,619 | \$7,000 | \$7,200 | \$7,500 |
| <i>Total Insurance Expenses</i> | \$10,015 | \$5,297 | \$7,775 | \$7,950 | \$8,250 |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-------------------------|-------------------------|--------------------------------|-----------------------------|-------------------------|
| <i>Municipal Court Expenses</i> | | | | | |
| <i>Prosecuting Attorney</i> | \$3,600 | \$4,388 | \$3,600 | \$6,000 | \$4,500 |
| <i>Employee Training & Travel</i> | \$0 | \$175 | \$100 | \$1,000 | \$500 |
| <i>Office Subsidy-Judge</i> | \$2,400 | \$2,400 | \$2,400 | \$2,400 | \$2,400 |
| <i>Court Software</i> | \$3,605 | \$3,710 | \$3,825 | \$3,800 | \$3,800 |
| <i>Miscellaneous Court Expenses</i> | \$150 | \$4,308 | \$3,500 | \$750 | \$1,750 |
| <i>Total Municipal Court Expenses</i> | <i>\$9,755</i> | <i>\$14,981</i> | <i>\$13,425</i> | <i>\$13,950</i> | <i>\$12,950</i> |
| <i>Building & Facility Operating Expenses</i> | | | | | |
| <i>Office Maintenance-Cleaning Service</i> | \$3,120 | \$3,120 | \$4,000 | \$4,000 | \$4,000 |
| <i>Building Repairs & Maintenance</i> | \$177 | \$1,657 | \$8,000 | \$5,500 | \$5,500 |
| <i>Utilities</i> | \$3,217 | \$3,013 | \$3,150 | \$3,500 | \$3,000 |
| <i>Insurance-Property</i> | \$1,405 | \$1,019 | \$1,150 | \$1,200 | \$1,200 |
| <i>Total Building & Facility Operating Expenses</i> | <i>\$7,919</i> | <i>\$8,809</i> | <i>\$16,300</i> | <i>\$14,200</i> | <i>\$13,700</i> |
| <i>Total General Administrative Operating Expenses</i> | <i>\$85,423</i> | <i>\$90,926</i> | <i>\$116,525</i> | <i>\$106,000</i> | <i>\$102,550</i> |
| <i>TOTAL ADMINISTRATIVE EXPENSES</i> | <i>\$399,422</i> | <i>\$429,553</i> | <i>\$471,000</i> | <i>\$463,550</i> | <i>\$473,820</i> |
| <u><i>PUBLIC SAFETY EXPENSES</i></u> | | | | | |
| <i>Ordinance/Animal Control Expenses</i> | | | | | |
| <i>Salaries-Non-Exempt Employees</i> | \$17,297 | \$18,883 | \$19,800 | \$19,800 | \$20,500 |
| <i>Employer Payroll Tax</i> | \$1,274 | \$1,440 | \$1,500 | \$1,500 | \$1,575 |
| <i>Employer Retirement Expense</i> | \$0 | \$0 | \$525 | \$0 | \$600 |
| <i>Worker's Compensation Insurance</i> | \$282 | \$318 | \$375 | \$400 | \$400 |
| <i>Vehicle Mileage/Operation</i> | \$146 | \$181 | \$300 | \$750 | \$400 |
| <i>Auto Insurance</i> | \$0 | \$0 | \$0 | \$500 | \$750 |
| <i>Miscellaneous/Testing/Animal Boarding</i> | \$3,159 | \$2,720 | \$2,950 | \$2,500 | \$2,500 |
| <i>Total Ordinance/Animal Control Expenses</i> | <i>\$22,158</i> | <i>\$23,542</i> | <i>\$25,450</i> | <i>\$25,450</i> | <i>\$26,725</i> |

City of Meadowlakes
General Fund
Fiscal Year 2020 Budget

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|--|----------------------|----------------------|------------------------|----------------------|----------------------|
| Traffic Control Expenses | | | | | |
| <i>Salaries-Non-Exempt Employees</i> | \$14,747 | \$26,507 | \$26,850 | \$30,000 | \$36,500 |
| <i>Employer Payroll Tax</i> | \$1,201 | \$2,038 | \$2,200 | \$2,500 | \$2,800 |
| <i>Employer Retirement Expense</i> | \$0 | \$0 | \$650 | \$0 | \$1,100 |
| <i>Worker's Compensation Insurance</i> | \$318 | \$469 | \$650 | \$700 | \$900 |
| <i>Law Enforcement Liability Insurance</i> | \$1,122 | \$612 | \$650 | \$750 | \$750 |
| <i>Miscellaneous Traffic Control Expenses</i> | \$934 | \$215 | \$1,000 | \$3,000 | \$1,000 |
| Total Traffic Control Expenses | \$18,322 | \$29,841 | \$32,000 | \$36,950 | \$43,050 |
| <i>Marble Falls Area Emergency Medical Contract</i> | \$35,500 | \$37,500 | \$39,500 | \$39,500 | \$40,685 |
| <i>Marble Falls Area Volunteer Fire Depart. Contract</i> | \$37,135 | \$52,135 | \$42,250 | \$42,250 | \$42,250 |
| TOTAL PUBLIC SAFETY EXPENSES | \$113,115 | \$143,018 | \$139,200 | \$144,150 | \$152,710 |
| TOTAL OPERATING EXPENSES | \$512,537 | \$572,571 | \$610,200 | \$607,700 | \$626,530 |
| NON-OPERATING EXPENSES | | | | | |
| Transfer to Other Funds | | | | | |
| <i>Transfer to Debt Service</i> | \$0 | \$0 | \$10,000 | \$19,500 | \$0 |
| <i>Transfer to Contingency (Reserves)</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Transfer to Utility Fund</i> | \$500 | \$0 | \$0 | \$0 | \$0 |
| <i>Transfer to Recreation Fund</i> | \$500 | \$60,000 | \$100,000 | \$100,000 | \$50,000 |
| Total Transfers to Other Funds | \$1,000 | \$60,000 | \$110,000 | \$119,500 | \$50,000 |
| <i>Capital Purchases Over \$5,000</i> | \$0 | \$0 | \$10,110 | \$0 | \$0 |
| TOTAL NON-OPERATING EXPENSES | \$1,000 | \$60,000 | \$120,110 | \$119,500 | \$50,000 |
| TOTAL FUND EXPENSES | \$513,537 | \$632,571 | \$730,310 | \$727,200 | \$676,530 |
| FUND NET GAIN/LOSS | \$40,989 | -\$23,499 | \$0 | \$0 | \$2,370 |

City of Meadowlakes
Fiscal Year 2020 Budget

GENERAL FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2019

CURRENT ASSETS

| | | |
|--|-----------------|------------------|
| Estimated Cash on Deposit as of September 30, 2018 | \$410,369 | |
| Estimated Current Fund Receivables and Prepaids as of September 30, 2018 | <u>\$17,943</u> | |
| TOTAL ESTIMATED CURRENT ASSETS AS OF SEPTEMBER 30, 2018 | | \$428,312 |

CURRENT LIABILITIES

| | | |
|--|-----------------|------------------|
| Current Accounts Payable | \$17,808 | |
| Deferred Revenues | \$12,186 | |
| Restricted Funds | \$21,230 | |
| Building Inspection Fees and Deposits Payable | <u>\$29,328</u> | |
| LESS TOTAL ESTIMATED CURRENT LIABILITIES AS OF SEPTEMBER 30, 2018 | | \$80,552 |
| ESTIMATED UNCOMMITTED FUNDS AS OF SEPTEMBER 30, 2018 | | \$347,760 |

ANTICIPATED FISCAL YEAR 2019 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|------------|------------------|
| Operating Income | \$622,500 | |
| Transfer in from Other Funds | <u>\$0</u> | |
| Total Cash Inflows | | \$622,500 |

Cash Outflows

| | | |
|---------------------------------------|-----------------|------------------|
| Operating Expenses | \$610,200 | |
| Transfer to Other Funds | \$110,000 | |
| Inter Fund Loan | \$50,000 | |
| Capital Expenditures | <u>\$10,110</u> | |
| Total Anticipated Cash Outflow | | \$780,310 |

City of Meadowlakes
Fiscal Year 2020 Budget

| | |
|--|------------------------------|
| TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW | -\$157,810 |
| ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 | \$189,950 ^{Note #1} |
| (Assuming comparative receivables and payables as at the beginning of the fiscal year) | |

GENERAL FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2020

| | |
|---|-----------|
| ESTIMATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 | \$189,950 |
|---|-----------|

ANTICIPATED FISCAL YEAR 2020 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|-----------|--|
| Operating Income | \$603,900 | |
| Transfer in from Other Funds | \$75,000 | |
| Total Cash Inflows | \$678,900 | |

Cash Outflows

| | | |
|--------------------------------|-----------|--|
| Operating Expenses | \$626,530 | |
| Transfer to Other Funds | \$50,000 | |
| Capital Expenditures | \$0 | |
| Total Anticipated Cash Outflow | \$676,530 | |

| | |
|--|---------|
| TOTAL ANTICIPATED FISCAL YEAR 2020 CASH FLOW | \$2,370 |
|--|---------|

| | |
|--|------------------------------|
| ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2020 | \$192,320 ^{Note #1} |
| (Assuming comparative receivables and payables as at the beginning of the fiscal year) | |

Note #1

The City Council adopted a Comprehensive Financial Management Policy in 2013 which established maximum targeted and minimum uncommitted fund reserves. The minimum uncommitted cash reserve established for the General Fund is 25% of the previous years' operating budget. The Fund is anticipated to end FY19 with an uncommitted reserve of approximately 29% and end FY20 with a uncommitted fund reserve of approximately 29%.

**City of Meadowlakes
Debt Service Fund
Fiscal Year 2020 Budget**

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|--|------------------|------------------|------------------------|---------------------|------------------|
| <u>INCOME</u> | | | | | |
| <u>OPERATING INCOME</u> | | | | | |
| <u>Ad Valorem Tax</u> | \$352,947 | \$352,799 | \$355,800 | \$355,800 | \$368,300 |
| <u>Interest Earned on Investments</u> | \$788 | \$3,233 | \$5,000 | \$3,000 | \$5,025 |
| <u>Transfers in from Other Funds</u> | | | | | |
| Transfer in from Utility Fund | \$90,000 | \$82,500 | \$53,500 | \$53,500 | \$56,000 |
| Transfer in from General Fund | \$0 | \$0 | \$10,000 | \$19,500 | \$0 |
| Total Transfers in from Other Funds | \$90,000 | \$82,500 | \$63,500 | \$73,000 | \$56,000 |
| Transfer in from Reserves | \$0 | \$0 | \$7,213 | | |
| TOTAL OPERATING INCOME | \$443,735 | \$438,532 | \$431,513 | \$431,800 | \$429,325 |
| <u>EXPENSE</u> | | | | | |
| <u>2013 General Obligation Bonds</u> | | | | | |
| Principal | \$385,000 | \$385,000 | \$390,000 | \$390,000 | \$395,000 |
| Interest | \$57,297 | \$49,404 | \$41,513 | \$41,513 | \$33,525 |
| TOTAL FUND EXPENSES | \$442,297 | \$434,404 | \$431,513 | \$431,513 | \$428,525 |
| FUND NET GAIN/LOSS | \$1,438 | \$4,128 | \$0 | \$287 | \$800 |

City of Meadowlakes
Fiscal Year 2020 Budget

DEBT SERVICE FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2019

CURRENT ASSETS

| | | |
|--|------------|-----------------|
| Estimated Cash on Deposit as of September 30, 2018 | \$19,299 | |
| Estimated Current Fund Receivables and Prepaids as of September 30, 2018 | <u>\$0</u> | |
| TOTAL ESTIMATED CURRENT ASSETS AS OF SEPTEMBER 30, 2018 | | \$19,299 |

CURRENT LIABILITIES

| | | |
|---|------------|-----------------|
| Current Accounts Payable | \$0 | |
| Deferred Revenues | \$0 | |
| Restricted Funds | <u>\$0</u> | |
| TOTAL ESTIMATED CURRENT LIABILITIES AS OF SEPTEMBER 30, 2018 | | \$0 |
| ESTIMATED UNCOMMITTED FUNDS AS OF SEPTEMBER 30, 2018 | | \$19,299 |
| ANTICIPATED FISCAL YEAR 2019 CASH INFLOWS AND OUTFLOWS | | \$19,299 |

Cash Inflows

| | | |
|------------------------------|-----------------|------------------|
| Operating Income | \$360,800 | |
| Transfer in from Other Funds | <u>\$63,500</u> | |
| Total Cash Inflows | | \$424,300 |

Cash Outflows

| | | |
|---------------------------------------|------------|------------------|
| Operating Expenses | \$431,513 | |
| Transfer to Other Funds | <u>\$0</u> | |
| Total Anticipated Cash Outflow | | \$431,513 |

TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW **-\$7,213**

ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 **\$12,086**

Note #1 (on next page)

**City of Meadowlakes
Fiscal Year 2020 Budget**

DEBT SERVICE FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2020

| | | |
|--|-----------------|-----------------------------|
| ESTIMATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 | | \$12,086 |
| ANTICIPATED FISCAL YEAR 2020 CASH INFLOWS AND OUTFLOWS | | |
| <u>Cash Inflows</u> | | |
| Operating Income | \$373,325 | |
| Transfer in from Other Funds | <u>\$56,000</u> | |
| Total Cash Inflows | | \$429,325 |
| <u>Cash Outflows</u> | | |
| Operating Expenses | \$428,525 | |
| Total Anticipated Cash Outflow | | \$428,525 |
| TOTAL ANTICIPATED FISCAL YEAR 2020 CASH FLOW | | \$800 |
| ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2020 | | |
| (Assuming comparative receivables and payables as at the beginning of the fiscal year) | | \$12,886 ^{Note #1} |

Note #1
The City Council adopted a Comprehensive Financial Management Policy in 2013 which established maximum targeted and minimum uncommitted fund reserves. The Policy did not address a minimum fund balance for the Debt Service Fund. The Fund should generate adequate income to cover its expenses during the fiscal year and the ending fund balance should remain approximately the same for the beginning of the fiscal year as at the end of the fiscal year.

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|---|--------------------|--------------------|--------------------------------|-----------------------------|---------------------------|
| <u>INCOME</u> | | | | | |
| <i>OPERATING INCOME</i> | | | | | |
| <u>Utility Income</u> | | | | | |
| <i>Water Revenue</i> | \$473,815 | \$495,996 | \$447,000 | \$500,000 | \$475,000 |
| <i>Sewer Revenue</i> | \$519,613 | \$526,643 | \$529,000 | \$528,000 | \$529,000 |
| <i>Total Utility Income</i> | \$993,428 | \$1,022,639 | \$976,000 | \$1,028,000 | \$1,004,000 |
| <u>Solid Waste Collection Income</u> | \$206,341 | \$219,142 | \$227,000 | \$226,000 | \$234,000 |
| <u>Contract Services</u> | \$104,009 | \$96,900 | \$0 | \$0 | \$0 |
| <u>New Connection Income</u> | | | | | |
| <i>Water Connect Income</i> | \$9,900 | \$7,200 | \$9,250 | \$4,975 | \$4,975 |
| <i>Sewer Connect Income</i> | \$8,700 | \$5,800 | \$7,250 | \$4,225 | \$4,225 |
| <i>Total New Connection Income</i> | \$18,600 | \$13,000 | \$16,500 | \$9,200 | \$9,200 |
| <u>Miscellaneous Income</u> | | | | | |
| <i>Intertest Earned on Investments</i> | \$1,633 | \$3,871 | \$5,600 | \$2,000 | \$4,500 |
| <i>Penalty & Interest Earned</i> | \$8,700 | \$8,846 | \$8,400 | \$8,000 | \$8,000 |
| <i>Transfer Fees Income</i> | \$2,425 | \$1,350 | \$2,200 | \$2,000 | \$1,800 |
| <i>Miscellaneous Income</i> | \$12,941 | \$9,273 | \$14,500 | \$5,000 | \$5,000 |
| <i>Total Miscellaneous Income</i> | \$25,699 | \$23,340 | \$30,700 | \$17,000 | \$19,300 |
| <i>TOTAL OPERATING INCOME</i> | \$1,348,077 | \$1,375,021 | \$1,250,200 | \$1,280,200 | \$1,266,500 |
| <i>NON-OPERATING INCOME</i> | | | | | |
| <i>Transfers In From Other Funds</i> | | | | | |
| <i>Transfer in from Reserves</i> | \$0 | \$0 | \$0 | \$107,000 | \$0 |
| <i>Transfer in from General Fund</i> | \$500 | \$500 | \$0 | \$0 | \$0 |
| <i>TOTAL NON-OPERATING INCOME</i> | \$500 | \$500 | \$0 | \$107,000 | \$0 |
| <i>TOTAL GENERAL FUND INCOME</i> | \$1,348,577 | \$1,375,521 | \$1,250,200 | \$1,387,200 | \$1,266,500 |

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|---|---------------------------|---------------------------|--------------------------------|-----------------------------|---------------------------|
| <i>EXPENSE</i> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>Administrative Expenses</i> | | | | | |
| <i>Total Employee Related Expenses</i> | \$382,576 | \$395,726 | \$417,500 | \$442,300 | \$369,100 |
| <i>General Administrative Expenses</i> | \$35,682 | \$41,418 | \$36,200 | \$39,100 | \$40,500 |
| <i>Total Administrative Expenses</i> | <u>\$418,258</u> | <u>\$437,144</u> | <u>\$453,700</u> | <u>\$481,400</u> | <u>\$409,600</u> |
| <i>Operating Expenses</i> | | | | | |
| <i>Water Treatment Expenses</i> | \$90,120 | \$106,682 | \$203,500 | \$300,800 | \$210,300 |
| <i>Wastewater Treatment Expenses</i> | \$87,916 | \$66,203 | \$81,500 | \$70,500 | \$75,500 |
| <i>Other Operating Expenses</i> | \$80,308 | \$68,039 | \$73,500 | \$84,500 | \$81,000 |
| <i>Total Operating Expenses</i> | <u>\$258,344</u> | <u>\$240,924</u> | <u>\$358,500</u> | <u>\$455,800</u> | <u>\$366,800</u> |
| <i>Total Solid Waste Collection Contract Expenses</i> | \$184,537 | \$197,656 | \$199,000 | \$204,000 | \$202,500 |
| <i>TOTAL OPERATING EXPENSES</i> | \$861,139 | \$875,724 | \$1,011,200 | \$1,141,200 | \$978,900 |
| <i>OPERATING NET GAIN/LOSS</i> | \$487,438 | \$499,797 | \$239,000 | \$246,000 | \$287,600 |
| <i>TOTAL NON-OPERATING EXPENSE</i> | \$285,604 | \$285,604 | \$239,000 | \$246,000 | \$223,500 |
| <i>TOTAL FUND EXPENSES</i> | <u>\$1,146,743</u> | <u>\$1,161,328</u> | <u>\$1,250,200</u> | <u>\$1,387,200</u> | <u>\$1,202,400</u> |
| <i>FUND NET GAIN/LOSS</i> | \$201,834 | \$214,193 | \$0 | \$0 | \$64,100 |

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-------------------------|-------------------------|--------------------------------|-----------------------------|---------------------------|
| <i>EXPENSE</i> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>ADMINISTRATIVE EXPENSES</i> | | | | | |
| <i>Salaries and Wages</i> | | | | | |
| <i>Salaries-Exempt Employees</i> | \$67,982 | \$66,057 | \$71,000 | \$70,000 | \$0 |
| <i>Salaries-Non-Exempt Employees</i> | \$185,569 | \$205,165 | \$210,000 | \$225,500 | \$233,000 |
| <i>Salary Adjustments/Vacation Buyout/Overtime</i> | \$14,711 | \$12,968 | \$16,600 | \$15,000 | \$16,000 |
| <i>Longevity Pay</i> | \$3,554 | \$3,848 | \$3,925 | \$5,000 | \$4,000 |
| <i>Total Salary and Wage Expenses</i> | <u>\$271,816</u> | <u>\$288,038</u> | <u>\$301,525</u> | <u>\$315,500</u> | <u>\$253,000</u> |
| <i>Employee Benefit Expenses</i> | | | | | |
| <i>Employer Payroll Tax</i> | \$20,615 | \$22,057 | \$23,200 | \$24,100 | \$19,500 |
| <i>Employer Retirement Expense</i> | \$18,192 | \$6,361 | \$7,350 | \$9,200 | \$7,500 |
| <i>Employer Supplied Health/Disability Expense</i> | \$46,864 | \$52,269 | \$58,325 | \$68,000 | \$65,500 |
| <i>Worker's Compensation Expense</i> | \$7,007 | \$6,511 | \$7,575 | \$8,000 | \$7,600 |
| <i>Training & Travel Expense</i> | \$5,494 | \$7,797 | \$4,800 | \$5,000 | \$5,000 |
| <i>Unemployment Expense/Reserve Contribution</i> | \$3,774 | \$3,500 | \$3,500 | \$3,500 | \$2,000 |
| <i>Employee Uniform Expense</i> | \$8,814 | \$9,193 | \$11,225 | \$9,000 | \$9,000 |
| <i>Total Employee Benefit Expenses</i> | <u>\$110,760</u> | <u>\$107,688</u> | <u>\$115,975</u> | <u>\$126,800</u> | <u>\$116,100</u> |
| <i>Total Salaries and Wages Expense</i> | <u>\$382,576</u> | <u>\$395,726</u> | <u>\$417,500</u> | <u>\$442,300</u> | <u>\$369,100</u> |
| <i>General Administrative Expenses</i> | | | | | |
| <i>Miscellaneous Dues and Fees (TCEQ Fees)</i> | \$4,142 | \$4,673 | \$5,550 | \$5,500 | \$6,000 |
| <i>Office Equipment Repair and Maintenance</i> | \$1,563 | \$1,045 | \$1,500 | \$1,500 | \$1,500 |
| <i>Meter Software Maintenance</i> | \$3,340 | \$3,308 | \$3,500 | \$3,500 | \$3,500 |
| <i>Office Supplies</i> | \$1,813 | \$2,507 | \$1,200 | \$2,500 | \$2,000 |
| <i>Postage</i> | \$3,164 | \$4,598 | \$3,200 | \$3,500 | \$3,500 |
| <i>Telephone</i> | \$3,274 | \$3,303 | \$2,900 | \$3,200 | \$2,500 |

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|---|-------------------------|-------------------------|--------------------------------|-----------------------------|---------------------------|
| <i>Liability and Property Insurance</i> | \$16,191 | \$18,530 | \$17,300 | \$16,900 | \$18,000 |
| <i>Bad Debts</i> | \$0 | \$299 | \$1,000 | \$1,500 | \$1,000 |
| <i>Miscellaneous Expenses</i> | \$2,195 | \$3,155 | \$50 | \$1,000 | \$2,500 |
| <i>Total Office Operating Expenses</i> | <i>\$35,682</i> | <i>\$41,418</i> | <i>\$36,200</i> | <i>\$39,100</i> | <i>\$40,500</i> |
| <i>TOTAL ADMINISTRATIVE EXPENSES</i> | <i>\$418,258</i> | <i>\$437,144</i> | <i>\$453,700</i> | <i>\$481,400</i> | <i>\$409,600</i> |
| <u><i>Plants and Field Operating Expenses</i></u> | | | | | |
| <i>Water Treatment Operating Expenses</i> | | | | | |
| <i>Utilities-Electrical</i> | \$28,934 | \$30,899 | \$28,550 | \$33,000 | \$33,000 |
| <i>Utilities-Propane</i> | \$128 | \$1,452 | \$700 | \$1,300 | \$1,300 |
| <i>Water Treatment Chemicals</i> | \$23,223 | \$25,788 | \$32,300 | \$25,000 | \$25,000 |
| <i>Water Quality Testing</i> | \$2,376 | \$3,911 | \$3,000 | \$4,000 | \$3,500 |
| <i>Plant and Pump Station Repairs and Maintenance</i> | \$19,453 | \$33,084 | \$20,000 | \$110,000 | \$135,000 |
| <i>Distribution Repairs and Maintenance</i> | \$10,055 | \$8,576 | \$4,100 | \$5,000 | \$5,000 |
| <i>Water Meters Purchased</i> | \$3,746 | \$0 | \$114,850 | \$115,000 | \$5,000 |
| <i>Tap Materials</i> | \$2,205 | \$2,972 | \$0 | \$7,500 | \$2,500 |
| <i>Total Water Treatment Operating Expenses</i> | <i>\$90,120</i> | <i>\$106,682</i> | <i>\$203,500</i> | <i>\$300,800</i> | <i>\$210,300</i> |
| <i>Wastewater Treatment Operating Expenses</i> | | | | | |
| <i>Utilities-Electrical</i> | \$24,381 | \$27,096 | \$30,300 | \$30,000 | \$30,000 |
| <i>Utilities-Propane</i> | \$500 | \$815 | \$900 | \$1,500 | \$1,500 |
| <i>Wastewater Treatment Chemicals</i> | \$6,190 | \$9,991 | \$7,000 | \$5,500 | \$5,500 |
| <i>Water Quality Testing</i> | \$3,419 | \$2,829 | \$1,950 | \$3,500 | \$3,500 |
| <i>Plant and Pump Station Repairs and Maintenance</i> | \$37,016 | \$5,459 | \$30,100 | \$20,000 | \$20,000 |
| <i>Collection System Repair & Maintenance</i> | \$12,122 | \$20,013 | \$9,000 | \$10,000 | \$15,000 |
| <i>Wastewater Permit Renewal</i> | \$0 | \$0 | \$2,250 | \$0 | \$0 |
| <i>Irrigation System Repair & Maintenance</i> | \$4,288 | \$0 | \$0 | \$0 | \$0 |
| <i>Total Wastewater Treatment Operating Expenses</i> | <i>\$87,916</i> | <i>\$66,203</i> | <i>\$81,500</i> | <i>\$70,500</i> | <i>\$75,500</i> |

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-----------------------------|-----------------------------|--------------------------------|-------------------------------|-----------------------------|
| <i>Other Operating Expenses</i> | | | | | |
| <i>Building and Facility Repair and Maintenance</i> | \$9,250 | \$6,836 | \$2,100 | \$10,000 | \$10,000 |
| <i>Drainage System Repair and Maintenance</i> | \$11,623 | \$282 | \$2,500 | \$5,000 | \$5,000 |
| <i>Vehicle Repair & Maintenance</i> | \$6,478 | \$5,961 | \$10,950 | \$7,500 | \$7,500 |
| <i>Machinery Repair & Maintenance</i> | \$16,148 | \$18,559 | \$14,600 | \$16,000 | \$15,000 |
| <i>Vehicle Fuel</i> | \$10,309 | \$10,587 | \$9,000 | \$12,000 | \$11,000 |
| <i>Machinery Fuel</i> | \$1,806 | \$3,172 | \$3,000 | \$5,000 | \$4,500 |
| <i>Small Tools</i> | \$5,594 | \$7,576 | \$4,450 | \$5,000 | \$4,000 |
| <i>Miscellaneous</i> | \$11,385 | \$15,066 | \$14,100 | \$4,000 | \$4,000 |
| <i>Assets Purchased</i> | \$7,715 | \$0 | \$12,800 | \$20,000 | \$20,000 |
| <i>Total Other Operating Expenses</i> | <u>\$80,308</u> | <u>\$68,039</u> | <u>\$73,500</u> | <u>\$84,500</u> | <u>\$81,000</u> |
| <i>TOTAL PLANTS AND FIELD OPERATING EXPENSE</i> | <u>\$258,344</u> | <u>\$240,924</u> | <u>\$358,500</u> | <u>\$455,800</u> | <u>\$366,800</u> |
| <i>TOTAL SOLID WASTE COLLECTION EXPENSE</i> | <u>\$184,537</u> | <u>\$197,656</u> | <u>\$199,000</u> | <u>\$204,000</u> | <u>\$202,500</u> |
| <i>TOTAL OPERATING EXPENSES</i> | <u>\$861,139</u> | <u>\$875,724</u> | <u>\$1,011,200</u> | <u>\$1,141,200</u> | <u>\$978,900</u> |
| <i>OPERATING NET GAIN/LOSS</i> | <u>\$487,438</u> | <u>\$499,797</u> | <u>\$239,000</u> | <u>\$246,000</u> | <u>\$287,600</u> |

(The remainder of this page intentionally left blank.)

**City of Meadowlakes
Utility Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|--------------------|--------------------|--------------------------------|-----------------------------|---------------------------|
| <i>NON-OPERATING EXPENSES</i> | | | | | |
| <i>Transfer to Other Funds</i> | | | | | |
| <i>Transfer to Debt Service</i> | \$90,000 | \$90,000 | \$53,500 | \$53,500 | \$56,000 |
| <i>Transfer to Contingency (Reserves)</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Transfer to General Fund</i> | \$103,108 | \$103,108 | \$0 | \$0 | \$75,000 |
| <i>Transfer to Recreation Fund</i> | \$92,496 | \$92,496 | \$92,500 | \$92,500 | \$92,500 |
| <i>Total Transfers to Other Funds</i> | <u>\$285,604</u> | <u>\$285,604</u> | <u>\$146,000</u> | <u>\$146,000</u> | <u>\$223,500</u> |
| <i>Capital Purchases Over \$5,000</i> | \$0 | \$0 | \$93,000 | \$100,000 | \$0 |
| <i>TOTAL NON-OPERATING EXPENSES</i> | \$285,604 | \$285,604 | \$239,000 | \$246,000 | \$223,500 |
| <i>TOTAL FUND EXPENSES</i> | <u>\$1,146,743</u> | <u>\$1,161,328</u> | <u>\$1,250,200</u> | <u>\$1,387,200</u> | <u>\$1,202,400</u> |
| <i>FUND NET GAIN/LOSS</i> | \$201,834 | \$214,193 | \$0 | \$0 | \$64,100 |

City of Meadowlakes
Fiscal Year 2020 Budget

UTILITY FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2019

CURRENT ASSETS

| | | |
|--|------------------|------------------|
| Estimated Cash on Deposit as of September 30, 2018 | \$635,194 | |
| Estimated Current Fund Receivables and Prepaids as of September 30, 2018 | <u>\$113,769</u> | |
| TOTAL ESTIMATED CURRENT ASSETS AS OF SEPTEMBER 30, 2018 | | \$748,963 |

CURRENT LIABILITIES

| | | |
|--|-----------------|------------------|
| Current Accounts Payable | \$52,326 | |
| Deposits Payable | \$85,262 | |
| Other Current Payables | <u>\$23,588</u> | |
| LESS TOTAL ESTIMATED CURRENT LIABILITIES AS OF SEPTEMBER 30, 2018 | | \$161,176 |
| ESTIMATED UNCOMMITTED FUNDS AS OF SEPTEMBER 30, 2018 | | \$587,787 |

ANTICIPATED FISCAL YEAR 2019 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|-------------|--------------------|
| Operating Income | \$1,210,725 | |
| Transfer in from Other Funds | <u>\$0</u> | |
| Total Cash Inflows | | \$1,210,725 |

Cash Outflows

| | | |
|---|-------------------------------------|--------------------|
| Operating Expenses | \$1,010,200 | |
| Transfer to Other Funds | \$146,000 | |
| Capital Expenditures | \$95,000 | |
| Construction in progress (carry over from FY18) | <u>\$241,000</u> ^{Note #1} | |
| Total Anticipated Cash Outflow | | \$1,492,200 |

| | | |
|---|--|-------------------|
| TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW | | -\$281,475 |
|---|--|-------------------|

| | | |
|--|--|-------------------------------------|
| ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 | | \$306,312 ^{Note #2} |
|--|--|-------------------------------------|

(Assuming comparative receivables and payables as at the beginning of the fiscal year)

City of Meadowlakes
Fiscal Year 2020 Budget

UTILITY FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2020

ESTIMATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 \$306,312

ANTICIPATED FISCAL YEAR 2020 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|-------------|-------------|
| Operating Income | \$1,266,500 | |
| Transfer in from Other Funds | \$0 | |
| Total Cash Inflows | \$1,266,500 | \$1,266,500 |

Cash Outflows

| | | |
|--------------------------------|-------------|-------------|
| Operating Expenses | \$978,900 | |
| Transfer to Other Funds | \$223,500 | |
| Capital Expenditures | \$0 | |
| Total Anticipated Cash Outflow | \$1,202,400 | \$1,202,400 |

TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW \$64,100

ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2020

(Assuming comparative receivables and payables as at the beginning of the fiscal year) \$370,412 ^{Note #2}

Note #1

In fiscal year 2018, two contracts were awarded; one for renovation of the City's raw water intake structure and the other for upgrades to the water treatment plant control system. The total of these two contracts was \$232,000. While the projects were authorized in fiscal year 2018, they were not completed until fiscal year 2019, thus, they were carried over into fiscal year 2019 as projects under construction. The contract for the water treatment plant control system was a cost plus contract and some issues were encountered which increased the total cost of both projects by approximately \$9,000.

Note #2

The City Council adopted a Comprehensive Financial Management Policy in 2013 which established maximum targeted and minimum uncommitted fund reserves. The minimum uncommitted cash reserve established for the Utility Fund is 25% of the previous year's operating budget. The Fund is anticipated to end FY19 with an uncommitted reserve of approximately 26.5% and end FY20 with an uncommitted fund reserve of approximately 37%.

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| <u>INCOME</u> | | | | | |
| <u>OPERATING INCOME</u> | | | | | |
| <u>Golf Shop Income</u> | | | | | |
| Prepaid Golf | \$263,583 | \$239,687 | \$222,600 | \$235,000 | \$225,000 |
| Green Fees | \$203,539 | \$165,351 | \$151,350 | \$202,000 | \$202,000 |
| Cart Rental | \$66,603 | \$98,388 | \$80,125 | \$105,000 | \$105,000 |
| Driving Range Income | \$27,155 | \$39,092 | \$34,100 | \$37,500 | \$37,500 |
| Tournament Income | \$0 | \$19,198 | \$15,990 | \$25,000 | \$25,000 |
| Handicap Service | \$773 | \$5,051 | \$5,025 | \$5,000 | \$5,000 |
| Golf Shop Merchandise Sales | \$52,052 | \$60,168 | \$58,000 | \$62,500 | \$62,500 |
| Miscellaneous Income | \$197 | \$358 | \$960 | \$500 | \$500 |
| <u>Total Golf Shop Income</u> | <u>\$613,902</u> | <u>\$627,293</u> | <u>\$568,150</u> | <u>\$672,500</u> | <u>\$662,500</u> |
| <u>Tennis/Swim Income</u> | | | | | |
| Tennis | \$650 | \$0 | \$0 | \$0 | \$0 |
| Swimming Pool Income | \$8,647 | \$6,363 | \$7,225 | \$8,000 | \$0 |
| <u>Total Tennis/Swim Income</u> | <u>\$9,297</u> | <u>\$6,363</u> | <u>\$7,225</u> | <u>\$8,000</u> | <u>\$0</u> |
| <u>Food and Beverage Income</u> | | | | | |
| Food Sales | \$200,550 | \$169,718 | \$183,250 | \$198,000 | \$205,000 |
| Beverage Sales | \$13,658 | \$11,527 | \$12,900 | \$16,000 | \$13,000 |
| Beer Sales | \$49,552 | \$49,382 | \$47,300 | \$50,000 | \$52,000 |
| Liquor Sales | \$28,298 | \$31,889 | \$36,300 | \$32,000 | \$38,000 |
| Wine Sales | \$10,530 | \$10,281 | \$12,650 | \$10,000 | \$13,000 |
| Other Food and Beverage Income | \$336 | \$0 | \$1,050 | \$1,500 | \$1,500 |
| <u>Total Food and Beverage Income</u> | <u>\$302,924</u> | <u>\$272,797</u> | <u>\$293,450</u> | <u>\$307,500</u> | <u>\$322,500</u> |
| <u>Miscellaneous Income</u> | <u>\$4,886</u> | <u>\$6,442</u> | <u>\$1,650</u> | <u>\$3,000</u> | <u>\$2,450</u> |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|---|------------------------|------------------------|--------------------------------|-----------------------------|------------------------|
| <i>Transfers in From Other Funds</i> | | | | | |
| <i>Transfers in from Utility Fund</i> | \$92,496 | \$92,500 | \$92,500 | \$92,500 | \$92,500 |
| <i>Transfers in from General Fund</i> | \$500 | \$60,000 | \$100,000 | \$100,000 | \$50,000 |
| <i>Transfers in from Contingency Fund</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Total Transfers in From Other Funds</i> | \$92,996 | \$152,500 | \$192,500 | \$192,500 | \$142,500 |
| <i>Inter Fund Loan</i> | \$0 | \$0 | \$50,000 | | |
| <i>TOTAL OPERATING INCOME</i> | \$1,024,005 | \$1,065,395 | \$1,112,975 | \$1,183,500 | \$1,129,950 |
| <u>EXPENSES</u> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>Total Administrative Expenses</i> | \$102,827 | \$108,450 | \$63,700 | \$82,800 | \$67,000 |
| <i>Total Golf Shop Expenses</i> | \$234,136 | \$226,725 | \$281,275 | \$257,700 | \$290,635 |
| <i>Total Grounds Maintenance Expenses</i> | \$259,560 | \$304,295 | \$325,225 | \$347,375 | \$336,615 |
| <i>Total Tennis/Swim Expenses</i> | \$8,588 | \$22,600 | \$29,200 | \$26,000 | \$6,500 |
| <i>Total Food and Beverage Expenses</i> | \$334,751 | \$318,400 | \$320,825 | \$346,150 | \$361,000 |
| <i>TOTAL OPERATING EXPENSE</i> | \$939,862 | \$980,470 | \$1,020,225 | \$1,060,025 | \$1,061,750 |
| <i>OPERATING NET GAIN/LOSS</i> | \$84,143 | \$84,925 | \$92,750 | \$123,475 | \$68,200 |
| <i>NON-OPERATING EXPENSES</i> | \$0 | \$70,000 | \$87,225 | \$100,000 | \$50,000 |
| <i>TOTAL FUND EXPENSES</i> | \$939,862 | \$1,050,470 | \$1,107,450 | \$1,160,025 | \$1,111,750 |
| <i>FUND NET GAIN/LOSS</i> | \$84,143 | \$14,925 | \$5,525 | \$23,475 | \$18,200 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|---|------------------|------------------|--------------------------------|-----------------------------|-----------------------|
| <u>EXPENSES</u> | | | | | |
| <i>OPERATING EXPENSES</i> | | | | | |
| <i>ADMINISTRATIVE AND HOUSE EXPENSES</i> | | | | | |
| <i>Administrative Expenses</i> | | | | | |
| <i>Transfer Out to General Fund</i> | \$29,496 | \$31,000 | \$0 | \$0 | \$0 |
| <i>Payroll Expenses</i> | \$0 | \$0 | \$0 | \$15,000 | \$0 |
| <i>Unemployment Expenses</i> | \$2,421 | \$4,325 | \$1,025 | \$3,000 | \$3,000 |
| <i>Property Insurance</i> | \$5,980 | \$6,975 | \$8,450 | \$5,200 | \$8,100 |
| <i>Office Supplies</i> | \$1,333 | \$2,050 | \$800 | \$2,000 | \$1,000 |
| <i>Postage</i> | \$688 | \$250 | \$900 | \$600 | \$1,100 |
| <i>Advertising</i> | \$4,209 | \$8,000 | \$5,000 | \$10,000 | \$10,000 |
| <i>Dues and Subscriptions</i> | \$150 | \$450 | \$400 | \$500 | \$500 |
| <i>Security</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Miscellaneous Supplies/Expenses</i> | \$5,173 | \$3,450 | \$2,000 | \$3,000 | \$2,000 |
| <i>Credit Card Processing</i> | \$15,248 | \$16,825 | \$15,600 | \$16,500 | \$16,500 |
| <i>Software Maintenance</i> | \$3,563 | \$0 | \$0 | \$0 | \$0 |
| <i>Cash Over/Under</i> | -\$1,478 | \$0 | \$0 | \$500 | \$500 |
| <i>Total Administrative Expenses</i> | \$66,783 | \$73,325 | \$34,175 | \$56,300 | \$42,700 |
| <i>House Maintenance Expenses</i> | | | | | |
| <i>Telephone</i> | \$2,264 | \$1,800 | \$1,700 | \$2,000 | \$1,700 |
| <i>Electricity-Restaurant & Pro Shop</i> | \$12,621 | \$16,800 | \$14,575 | \$17,000 | \$15,000 |
| <i>Utilities-Water, Sewer and Trash</i> | \$4,493 | \$4,200 | \$3,950 | \$4,000 | \$3,800 |
| <i>Cleaning Service</i> | \$11,966 | \$2,900 | \$0 | \$0 | \$0 |
| <i>Building Repairs</i> | \$4,189 | \$8,600 | \$9,000 | \$2,500 | \$3,500 |
| <i>Miscellaneous House Expenses</i> | \$511 | \$825 | \$300 | \$1,000 | \$300 |
| | \$36,044 | \$35,125 | \$29,525 | \$26,500 | \$24,300 |
| <i>TOTAL ADMINISTRATIVE & HOUSE EXPENSES</i> | \$102,827 | \$108,450 | \$63,700 | \$82,800 | \$67,000 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|-------------------------|-------------------------|--------------------------------|-----------------------------|-------------------------|
| <i>GOLFING OPERATIONS</i> | | | | | |
| <i>Golf Shop Expenses</i> | | | | | |
| <i>Salaries and Wages</i> | | | | | |
| <i>Salaries - Full-time</i> | \$53,578 | \$24,175 | \$29,400 | \$50,000 | \$84,500 |
| <i>Salaries - Part-time</i> | \$69,346 | \$103,400 | \$105,700 | \$77,500 | \$70,000 |
| <i>Salary Adjustments/ Vacation Buyout/ Overtime</i> | \$0 | \$0 | \$3,250 | \$6,200 | \$2,000 |
| <i>Longevity Pay</i> | \$0 | \$475 | \$925 | \$1,500 | \$1,000 |
| <i>Total Salary and Wage Expenses</i> | <i>\$122,924</i> | <i>\$128,050</i> | <i>\$139,275</i> | <i>\$135,200</i> | <i>\$157,500</i> |
| <i>Employee Benefit Expenses</i> | | | | | |
| <i>Employer Payroll Tax</i> | \$9,403 | \$9,900 | \$10,675 | \$10,350 | \$12,100 |
| <i>Employer Retirement Expense</i> | -\$209 | \$750 | \$1,775 | \$0 | \$2,500 |
| <i>Employer Supplied Health/ Disability Expense</i> | \$7,646 | \$3,500 | \$15,325 | \$0 | \$11,500 |
| <i>Worker's Compensation Expense</i> | \$2,629 | \$3,650 | \$3,500 | \$3,800 | \$3,500 |
| <i>Training & Travel Expense</i> | \$0 | \$0 | \$0 | \$500 | \$500 |
| <i>Miscellaneous Employee Related Expenses</i> | \$0 | \$0 | \$0 | \$500 | \$500 |
| <i>Total Employee Benefit Expenses</i> | <i>\$19,469</i> | <i>\$17,800</i> | <i>\$31,275</i> | <i>\$15,150</i> | <i>\$30,600</i> |
| <i>Total Golf Shop Salaries and Wages Expense</i> | <i>\$142,393</i> | <i>\$145,850</i> | <i>\$170,550</i> | <i>\$150,350</i> | <i>\$188,100</i> |
| <i>Other Golf Shop Expenses</i> | | | | | |
| <i>Driving Range Expense</i> | \$0 | \$2,500 | \$400 | \$3,000 | \$1,500 |
| <i>Consumable Supplies</i> | \$0 | \$0 | \$650 | \$500 | \$250 |
| <i>Handicap Service Expense</i> | \$4,032 | \$3,350 | \$3,100 | \$3,500 | \$3,500 |
| <i>Tournament Expenses</i> | \$0 | \$0 | \$500 | \$1,000 | \$1,000 |
| <i>Office Supplies</i> | \$1,110 | \$900 | \$650 | \$1,000 | \$1,000 |
| <i>Dues and Fees</i> | \$405 | \$600 | \$200 | \$750 | \$500 |
| <i>Inventory Purchases</i> | \$46,214 | \$31,600 | \$43,800 | \$38,500 | \$34,000 |
| <i>Inventory Shortages</i> | \$751 | \$425 | \$500 | \$500 | \$500 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|--|------------------|------------------|------------------------|---------------------|------------------|
| <i>Cart Operations:</i> | | | | | |
| <i>Cart Lease/Purchase-Principal</i> | \$34,719 | \$32,300 | \$47,100 | \$44,075 | \$48,960 |
| <i>Cart Lease/Purchase-Interest</i> | \$0 | \$0 | \$6,725 | \$6,725 | \$4,825 |
| <i>Cart Repair & Maintenance</i> | \$0 | \$1,600 | \$4,900 | \$1,000 | \$2,500 |
| <i>Cart Barn/Tennis Electric/Cart Fuel</i> | \$2,216 | \$5,550 | \$400 | \$4,800 | \$2,500 |
| <i>Total Cart Operations</i> | \$36,935 | \$39,450 | \$59,125 | \$56,600 | \$58,785 |
| <i>Miscellaneous Expenses and Supplies</i> | \$2,296 | \$2,050 | \$1,800 | \$2,000 | \$1,500 |
| <i>Total Other Golf Shop Expenses</i> | \$91,743 | \$80,875 | \$110,725 | \$107,350 | \$102,535 |
| <i>TOTAL GOLF SHOP EXPENSES</i> | \$234,136 | \$226,725 | \$281,275 | \$257,700 | \$290,635 |
| <i>Grounds Maintenance Expense</i> | | | | | |
| <i>Salaries and Wages</i> | | | | | |
| <i>Salaries - Full-time</i> | \$112,273 | \$134,425 | \$124,700 | \$125,000 | \$97,000 |
| <i>Salaries - Part-time</i> | \$18,957 | \$0 | \$16,600 | \$17,700 | \$48,900 |
| <i>Salary Adjustments/Vacation Buyout/Overtime</i> | \$0 | \$0 | \$0 | \$11,950 | \$11,500 |
| <i>Longevity Pay</i> | \$0 | \$1,600 | \$1,625 | \$2,000 | \$1,800 |
| <i>Total Salary and Wage Expenses</i> | \$131,230 | \$136,025 | \$142,925 | \$156,650 | \$159,200 |
| <i>Employee Benefit Expenses</i> | | | | | |
| <i>Employer Payroll Tax</i> | \$10,355 | \$10,400 | \$10,900 | \$12,000 | \$12,200 |
| <i>Employer Retirement Expense</i> | -\$388 | \$2,800 | \$3,250 | \$3,500 | \$3,500 |
| <i>Employer Supplied Health/Disability Expense</i> | \$26,834 | \$25,830 | \$30,000 | \$40,000 | \$38,000 |
| <i>Worker's Compensation Expense</i> | \$5,362 | \$4,700 | \$4,200 | \$4,500 | \$4,500 |
| <i>Training & Travel Expense</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Miscellaneous Employee Related Expenses</i> | \$0 | \$0 | \$0 | \$0 | \$0 |
| <i>Total Employee Benefit Expenses</i> | \$42,163 | \$43,730 | \$48,350 | \$60,000 | \$58,200 |
| <i>Total Grounds Maitenance Salaries and Wages Exp.</i> | \$173,393 | \$179,755 | \$191,275 | \$216,650 | \$217,400 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|--|------------------|------------------|------------------------|---------------------|------------------|
| Other Grounds Maintenance Expenses | | | | | |
| Fuel | \$8,923 | \$6,950 | \$9,000 | \$9,000 | \$10,000 |
| Fertilizer | \$3,706 | \$5,100 | \$4,700 | \$5,000 | \$4,000 |
| Chemicals | \$10,107 | \$13,500 | \$8,000 | \$12,500 | \$12,000 |
| Sand, Soil and Seed | \$9,177 | \$3,500 | \$9,700 | \$5,000 | \$7,000 |
| Equipment Repair & Maintenance | \$3,860 | \$3,600 | \$6,000 | \$8,000 | \$8,000 |
| Irrigation Repair & Maintenance | \$22,541 | \$6,025 | \$7,700 | \$5,000 | \$5,000 |
| Utilities: | | | | | |
| Electric - Maintenance | \$3,230 | \$3,150 | \$3,000 | \$3,750 | \$3,100 |
| Electric - Irrigation | \$4,904 | \$5,925 | \$7,500 | \$8,000 | \$8,500 |
| Water, Sewer & Trash | \$4,123 | \$4,700 | \$5,850 | \$5,000 | \$5,800 |
| Total Utilities | <u>\$12,257</u> | <u>\$13,775</u> | <u>\$16,350</u> | <u>\$16,750</u> | <u>\$17,400</u> |
| Raw Water Purchase/Reimbursement to General Fund | \$6,805 | \$5,800 | \$5,450 | \$5,500 | \$5,500 |
| Dues/Travel | \$0 | \$0 | \$0 | \$250 | \$250 |
| Small Tools | \$266 | \$800 | \$1,000 | \$1,500 | \$1,250 |
| Equipment Purchased | \$0 | \$0 | \$3,375 | \$0 | \$0 |
| Equipment Lease/Purchase - Principal | \$0 | \$54,600 | \$54,100 | \$55,150 | \$46,390 |
| Equipment Lease/Purchase - Interest | \$4,527 | \$3,290 | \$2,050 | \$2,075 | \$925 |
| Miscellaneous Grounds Maintenance Expenses | \$3,998 | \$7,600 | \$6,525 | \$5,000 | \$1,500 |
| Total Other Grounds Maintenance Expense | \$86,167 | \$124,540 | \$133,950 | \$130,725 | \$119,215 |
| Total Grounds Maintenance Expenses | \$259,560 | \$304,295 | \$325,225 | \$347,375 | \$336,615 |
| TOTAL GOLFING OPERATIONS EXPENSE | \$493,696 | \$531,020 | \$606,500 | \$605,075 | \$627,250 |
| TENNIS/SWIM EXPENSES | | | | | |
| Tennis Court | | | | | |
| Tennis Court Maintenance | \$988 | \$400 | \$600 | \$2,000 | \$3,000 |
| Tennis Court Electricity | \$0 | \$600 | \$450 | \$1,500 | \$1,000 |
| Total Tennis Court Expenses | \$988 | \$1,000 | \$1,050 | \$3,500 | \$4,000 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | FY 2017 | FY 2018 | Anticipated FY 2019 | Budgeted FY 2019 | FY 2020 Budget |
|---|------------------|------------------|------------------------|---------------------|------------------|
| Swimming Pool Expenses | | | | | |
| Wages/ Contract for Life Guards | \$5,058 | \$17,000 | \$24,350 | \$18,000 | \$0 |
| Worker's Compensation | \$227 | \$500 | \$0 | \$0 | \$0 |
| Supplies | \$401 | \$3,600 | \$1,700 | \$2,000 | |
| Repair & Maintenance | \$1,914 | \$500 | \$2,100 | \$2,500 | \$2,500 |
| Total Swimming Pool Expenses | \$7,600 | \$21,600 | \$28,150 | \$22,500 | \$2,500 |
| TOTAL TENNIS/SWIM EXPENSES | \$8,588 | \$22,600 | \$29,200 | \$26,000 | \$6,500 |
| FOOD AND BEVERAGE EXPENSES | | | | | |
| Salaries and Wages | | | | | |
| Salaries - Full-time | \$87,047 | \$64,900 | \$83,225 | \$83,000 | \$90,000 |
| Salaries - Part-time | \$77,687 | \$80,725 | \$56,050 | \$75,000 | \$75,000 |
| Salary Adjustments/Vacation Buyout/Overtime | \$0 | \$0 | \$0 | \$0 | \$0 |
| Longevity Pay | \$0 | \$800 | \$1,225 | \$1,700 | \$1,700 |
| Total Salary and Wage Expenses | \$164,734 | \$146,425 | \$140,500 | \$159,700 | \$166,700 |
| Employee Benefit Expenses | | | | | |
| Employer Payroll Tax | \$11,453 | \$12,725 | \$13,200 | \$12,250 | \$12,700 |
| Employer Retirement Expense | -\$354 | \$1,800 | \$3,200 | \$2,300 | \$4,000 |
| Employer Supplied Health/Disability Expense | \$9,685 | \$18,000 | \$25,300 | \$30,000 | \$27,600 |
| Worker's Compensation Expense | \$4,103 | \$5,000 | \$5,800 | \$4,400 | \$5,800 |
| Unemployment Expenses | \$0 | \$0 | \$0 | \$2,500 | \$2,500 |
| Training & Travel Expense | \$0 | \$0 | \$0 | \$0 | \$0 |
| Miscellaneous Employee Related Expenses | \$0 | \$0 | \$0 | \$250 | \$250 |
| Total Employee Benefit Expenses | \$24,887 | \$37,525 | \$47,500 | \$51,700 | \$52,850 |
| Total Food & Beverage Salaries and Wages Expense | \$189,621 | \$183,950 | \$188,000 | \$211,400 | \$219,550 |

**City of Meadowlakes
Recreation Fund
Fiscal Year 2020 Budget**

| | <i>FY 2017</i> | <i>FY 2018</i> | <i>Anticipated FY 2019</i> | <i>Budgeted FY 2019</i> | <i>FY 2020 Budget</i> |
|--|------------------|--------------------|--------------------------------|-----------------------------|-----------------------|
| <i>Other Food & Beverage Expenses</i> | | | | | |
| <i>Propane</i> | \$7,075 | \$8,000 | \$7,475 | \$7,500 | \$7,500 |
| <i>Alcohol Tax</i> | \$7,329 | \$7,550 | \$8,000 | \$8,000 | \$8,300 |
| <i>Beer and Wine Purchases</i> | \$21,050 | \$22,525 | \$21,100 | \$25,000 | \$22,500 |
| <i>Liquor Purchases</i> | \$6,355 | \$5,750 | \$7,700 | \$6,500 | \$7,500 |
| <i>Food Expense</i> | \$74,701 | \$58,500 | \$63,600 | \$60,000 | \$65,000 |
| <i>Beverage Expense</i> | \$2,956 | \$3,100 | \$2,200 | \$3,250 | \$2,000 |
| <i>Supplies</i> | \$9,038 | \$8,050 | \$10,600 | \$7,500 | \$8,800 |
| <i>Linen Expense</i> | \$3,233 | \$3,300 | \$4,600 | \$4,000 | \$4,500 |
| <i>Equipment Rental</i> | \$840 | \$2,200 | \$850 | \$3,000 | \$850 |
| <i>Equipment Repair and Maintenance</i> | \$5,501 | \$3,400 | \$3,800 | \$5,000 | \$5,000 |
| <i>Liquor License</i> | (\$100) | \$4,425 | \$0 | | \$4,500 |
| <i>Miscellaneous Expenses</i> | \$7,152 | \$7,650 | \$2,900 | \$5,000 | \$5,000 |
| <i>Total Other Food & Beverage Expenses</i> | \$145,130 | \$134,450 | \$132,825 | \$134,750 | \$141,450 |
| <i>TOTAL FOOD AND BEVERAGE EXPENSES</i> | \$334,751 | \$318,400 | \$320,825 | \$346,150 | \$361,000 |
| <i>TOTAL FUND OPERATING EXPENSES</i> | \$939,862 | \$980,470 | \$1,020,225 | \$1,060,025 | \$1,061,750 |
| <i>FUND NET GAIN/LOSS</i> | \$84,143 | \$84,925 | \$92,750 | \$123,475 | \$68,200 |
| <i>NON-OPERATING EXPENSES</i> | | | | | |
| <i>Capital Projects</i> | | | | | |
| <i>Building and Facility Improvements</i> | \$0 | \$10,000 | \$0 | \$5,000 | \$50,000 |
| <i>Course/Facilities Upgrades</i> | \$0 | \$60,000 | \$87,225 | \$95,000 | \$0 |
| <i>Total Capital Projects Expense</i> | \$0 | \$70,000 | \$87,225 | \$100,000 | \$50,000 |
| <i>TOTAL NON-OPERATING EXPENSES</i> | \$0 | \$70,000 | \$87,225 | \$100,000 | \$50,000 |
| <i>TOTAL FUND EXPENSES</i> | \$939,862 | \$1,050,470 | \$1,107,450 | \$1,160,025 | \$1,111,750 |
| <i>FUND NET GAIN/LOSS</i> | \$84,143 | \$14,925 | \$5,525 | \$23,475 | \$18,200 |

City of Meadowlakes
Fiscal Year 2020 Budget

RECREATION FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2019

CURRENT ASSETS

| | | |
|--|----------|-----------------|
| Estimated Cash on Deposit as of September 30, 2018 | \$42,358 | |
| Estimated Current Fund Receivables and Prepaids as of September 30, 2018 | \$0 | |
| TOTAL ESTIMATED CURRENT ASSETS AS OF SEPTEMBER 30, 2018 | | \$42,358 |

CURRENT LIABILITIES

| | | |
|---|----------|-----------------|
| Current Accounts Payable | \$18,554 | |
| Deposits Payable | \$0 | |
| Other Current Payables | \$0 | |
| TOTAL ESTIMATED CURRENT LIABILITIES AS OF SEPTEMBER 30, 2018 | | \$18,554 |
| ESTIMATED UNCOMMITTED FUNDS AS OF SEPTEMBER 30, 2018 | | \$23,804 |

ANTICIPATED FISCAL YEAR 2019 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|--------------------|--|
| Operating Income | \$870,475 | |
| Transfer in from Other Funds | \$192,500 | |
| Interfund Loan | \$50,000 | |
| Total Cash Inflows | \$1,112,975 | |

Cash Outflows

| | | |
|---------------------------------------|--------------------|--|
| Operating Expenses | \$1,020,225 | |
| Transfer to Other Funds | \$0 | |
| Capital Expenditures | \$87,225 | |
| Total Anticipated Cash Outflow | \$1,107,450 | |

| | | |
|---|--|----------------|
| TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW | | \$5,525 |
|---|--|----------------|

| | | |
|--|--|------------------------------------|
| ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 | | \$29,329 ^{Note #1} |
|--|--|------------------------------------|

(Assuming comparative receivables and payables as at the beginning of the fiscal year)

City of Meadowlakes
Fiscal Year 2020 Budget

RECREATION FUND ANTICIPATED CASH RESERVES FISCAL YEAR 2020

ESTIMATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2019 \$29,329

ANTICIPATED FISCAL YEAR 2020 CASH INFLOWS AND OUTFLOWS

Cash Inflows

| | | |
|------------------------------|------------------|--------------------|
| Operating Income | \$987,450 | |
| Transfer in from Other Funds | \$142,500 | |
| Total Cash Inflows | | \$1,129,950 |

Cash Outflows

| | | |
|--|-----------------|--------------------|
| Operating Expenses | \$1,061,750 | |
| Transfer to Other Funds | \$0 | |
| Capital Expenditures/Major Renovations | \$50,000 | |
| Total Anticipated Cash Outflow | | \$1,111,750 |

TOTAL ANTICIPATED FISCAL YEAR 2019 CASH FLOW \$18,200

ANTICIPATED UNCOMMITTED CASH RESERVE AS OF SEPTEMBER 30, 2020 \$47,529 ^{Note #1}
 (Assuming comparative receivables and payables as at the beginning of the fiscal year)

Note #1

The City Council adopted a Comprehensive Financial Management Policy in 2013 which established maximum targeted and minimum uncommitted fund reserves. The minimum uncommitted cash reserve established for the Recreation Fund was \$35,000. The Fund is anticipated to end the current fiscal year with a negative uncommitted cash reserve and end fiscal year 2020 with a very slight positive uncommitted cash reserve.

City of Meadowlakes
Outstanding Debt
Fiscal Year 2020 Budget

Combined Debt All Funds

| | Principal Outstanding as of October 1, 2018 | Principal Outstanding as of October 1, 2019 | Principal Outstanding as of October 1, 2020 |
|--|--|--|--|
| Bond Debt Service | | | |
| 2013 General Obligation Bonds | \$2,025,000 | \$1,635,000 | \$1,240,000 |
| | | | |
| Recreation Fund Capital Lease-Purchase Agreements | | | |
| 2018 Golf Cart Lease-Purchase Agreements | \$186,500 | \$139,436 | \$90,476 |
| 2015 Equipment Lease-Purchase Agreement | \$103,503 | \$58,146 | \$11,760 |
| Total Recreation Fund Capital-Lease Agreements | <u>\$290,003</u> | <u>\$197,582</u> | <u>\$102,236</u> |
| | | | |
| TOTAL OUTSTANDING DEBT ALL FUNDS | \$2,315,003 | \$1,832,582 | \$1,342,236 |

City of Meadowlakes
Outstanding Debt
Fiscal Year 2020 Budget

2013 General Obligation Bonds - Refunding Issue

| | |
|---|---|
| Original Issue Amount: | \$3.340 Million |
| Issue Date: | March 13, 2013 |
| Lender: | Branch Bank & Trust |
| Term: | 15 Years |
| Maturity Date: | September 2023 |
| Interest Rate: | 2.05% |
| Payments Made: | Principal Annually and Interest Semi-annual |
| Total Outstanding Bond Principal beginning of Fiscal Year 2019 | \$2,025,000 |
| Total Outstanding Bond Principal at the end of Fiscal Year 2019 | \$1,635,000 |

Outstanding Debt Service By Fiscal Year

| Fiscal Year | Total Principal Due | Total Interest Due | Total Due | Outstanding Principal End of FY |
|-------------|---------------------|--------------------|-------------|---------------------------------|
| 2020 | \$395,000 | \$33,518 | \$428,518 | \$1,240,000 |
| 2021 | \$405,000 | \$25,420 | \$430,420 | \$835,000 |
| 2022 | \$415,000 | \$17,118 | \$432,118 | \$420,000 |
| 2023 | \$420,000 | \$8,610 | \$428,610 | \$0 |
| | \$1,635,000 | \$84,666 | \$1,719,666 | |

| | |
|---|-------------|
| Total Outstanding Bond Principal as of October 1, 2019 | \$1,635,000 |
| Less Principal Due in Fiscal Year 2020 | \$395,000 |
| Total Outstanding Bond Principal as of October 1, 2020 | \$1,240,000 |
| Total Bond Interest Due in Fiscal Year 2020 | \$33,518 |
| Total Bond Principal and Interest Due in Fiscal Year 2020 | \$428,518 |

The City issued \$3.6 million in Combination Tax and Revenue Certificates of Obligation in 2008 for the purchase, repair, rehabilitation and renovation of the golf course property with an interest rate of 4.8%. In 2013, the City issued \$3.4 million in General Obligation Bonds for the refunding of the existing 2008 bonds at a lower interest rate of 2.08%, thus, saving the City approximately \$163,400 in interest over the same term as the originally issued bonds.

City of Meadowlakes
Outstanding Debt
Fiscal Year 2020 Budget

2018 Golf Cart Capital Lease-Purchase

| | |
|--|----------------------------------|
| Original Issue Amount: | \$197,001 |
| Issue Date: | March 16, 2018 |
| Lender: | Security State Bank |
| Term: | 5 years |
| Maturity Date: | April 30, 2022 |
| Interest Rate: | 3.97% |
| Payments Made: | Principal and Interest Quarterly |
| Total Outstanding Principal beginning of Fiscal Year 2019 | \$186,500 |
| Total Outstanding Principal at the end of Fiscal Year 2019 | \$139,436 |

Outstanding Debt Service By Fiscal Year

| Fiscal Year | Total Principal Due | Total Interest Due | Total Due | Outstanding Principal End of FY |
|-------------|---------------------|--------------------|-----------|---------------------------------|
| 2020 | \$48,960 | \$4,813 | \$53,773 | \$90,476 |
| 2021 | \$50,933 | \$2,840 | \$53,773 | \$39,543 |
| 2022 | \$39,543 | \$787 | \$40,330 | \$0 |
| | \$139,436 | \$8,440 | \$147,876 | |

| | |
|--|-----------|
| Total Outstanding Principal as of October 1, 2019 | \$139,436 |
| Less Principal Due in Fiscal Year 2020 | \$48,960 |
| Total Outstanding Principal as of October 1, 2020 | \$90,476 |
| | |
| Total Interest Due in Fiscal Year 2020 | \$4,813 |
| | |
| Total Principal and Interest Due in Fiscal Year 2020 | \$53,773 |

In March of 2018, the City entered into a capital lease-purchase agreement with Security State Bank for the purchase of a replacement golf cart fleet. The new fleet consisted of 40 gas carts. The lease was at an interest rate of 3.97% with 20 equal principal and interest payments of \$13,443.

**City of Meadowlakes
Outstanding Debt
Fiscal Year 2020 Budget**

2015 Golf Course Equipment Capital Lease-Purchase

| | |
|--|--|
| Original Issue Amount: | \$223,112 |
| Issue Date: | October 1, 2015 |
| Lender: | Meadowlakes Property Owners Association , Inc. |
| Term: | 5 years |
| Maturity Date: | October 1, 2021 |
| Interest Rate: | 2.25% |
| Payments Made: | Principal and Interest Quarterly |
| Total Outstanding Principal beginning of Fiscal Year 2019 | \$103,503 |
| Total Outstanding Principal at the end of Fiscal Year 2019 | \$58,146 |

Outstanding Debt Service By Fiscal Year

| Fiscal Year | Total Principal Due | Total Interest Due | Total Due | Outstanding Principal End of FY |
|----------------|---------------------------|-----------------------|-----------|---------------------------------------|
| 2020 | \$46,386 | \$919 | \$47,305 | \$11,760 |
| 2021 | \$11,760 | \$66 | \$11,826 | \$0 |
| | \$58,146 | \$985 | \$59,131 | |

| | |
|--|-----------|
| Total Outstanding Principal as of October 1, 2019 | \$58,146 |
| Less Principal Due in Fiscal Year 2020 | \$46,386 |
| Total Outstanding Principal as of October 1, 2020 | \$11,760 |
| Total Interest Due in Fiscal Year 2020 | \$919 |
| Total Principal and Interest Due in Fiscal Year 2020 | \$47,305 |

On October 1, 2015, the City entered into a capital lease-purchase agreement with the Meadowlakes Property Owners Association, Inc. for the purchase of several pieces of mobile equipment for the maintenance of the golf course. The lease was at an interest rate of 2.25% with 20 equal quarterly principal and interest payments of \$11,826.

City of Meadowlakes

Fiscal Year 2020 Budget

INTRA-FUND TRANSFERS

GENERAL FUND

Transfers out to Other Funds

| | |
|--------------------------------------|----------|
| <i>Transfer to Utility Fund</i> | \$0 |
| <i>Transfer to Debt Service Fund</i> | \$0 |
| <i>Transfer to Recreation Fund</i> | \$50,000 |

Total Transfers Out to Other Funds **\$50,000**

Transfers into Fund

| | |
|--|----------|
| <i>Transfers in from Utility Fund</i> | \$75,000 |
| <i>Transfers in from Recreation Fund</i> | \$0 |

Total Transfers in from Other Funds **\$75,000**

DEBT SERVICE FUND

Transfers into Fund

| | |
|--------------------------------------|----------|
| <i>Transfer in from Utility Fund</i> | \$56,000 |
| <i>Transfer in from General Fund</i> | \$0 |

Total Transfers in from Other Funds **\$56,000**

Utility Fund

Transfers out to Other Funds

| | |
|--------------------------------------|----------|
| <i>Transfer to General Fund</i> | \$75,000 |
| <i>Transfer to Debt Service Fund</i> | \$56,000 |
| <i>Transfer to Recreation Fund</i> | \$92,500 |

Total Transfers Out to Other Funds **\$223,500**

Recreation Fund

Transfers into Fund

| | |
|--------------------------------------|----------|
| <i>Transfer in from Utility Fund</i> | \$92,500 |
| <i>Transfer in from General Fund</i> | \$50,000 |

Total Transfers in from Other Funds **\$142,500**