

ORDINANCE NO. 2023-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2023 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; APPROPRIATING THE VARIOUS AMOUNTS HEREIN, AS ATTACHED IN EXHIBIT A; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND ESTABLISHING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Bastrop, Texas has submitted to the Mayor and City Council proposed amendment(s) to the budget of the revenues and/or expenditures/expenses of conducting the affairs of said city and providing a complete financial plan for Fiscal Year 2023; and

WHEREAS, the Mayor and City Council have now provided for and conducted a public hearing on the budget as provided by law.

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

Section 1: That the proposed budget amendment(s) for the Fiscal Year 2023, as submitted to the City Council by the City Manager and which budget amendment(s) are attached hereto as Exhibit A, are hereby adopted, and approved as the amended budget of said City for Fiscal Year 2023.

Section 2: If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance, which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are hereby declared to be severable.

Section 3: This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

READ and APPROVED on First Reading on the 28th day of March 2023.

READ and ADOPTED on Second Reading on the 11th day of April 2023.

APPROVED:



Connie B. Schroeder, Mayor

ATTEST:



Ann Franklin, City Secretary

APPROVED AS TO FORM:



Alan Bojorquez, City Attorney

GENERAL FUND

Budget Amendment #1: General Fund-Revenue

FY 2023 Budget Book (Page 70-72)

Original Budget	\$ 16,847,515
Sales Tax Revenue (101-00-00-4006)	\$ 142,715
Grant Revenue (101-00-00-4414)	<u>\$ 62,378</u>
New Total Revenue	\$ 17,052,608

This amendment increases several General Fund revenue sources to support other budget amendment expenditure items. Sales Tax revenue has been running approximately 10% over forecast. This amendment increase is conservative to specifically cover requested increases in budget amendment #2, #4 and #5. The City was approved for a US Department of Justice grant for a Crime Victim Advocate through their Victim Assistance Grant Program this revenue increase is offset by budget amendment #3.

Budget Amendment #2: General Fund-City Secretary Expenditures

FY 2023 Budget Book (Page 125)

Original Budget	\$ 319,915
Budget Amendment Ord #2022-27	\$ (49,479)
Election Services (101-04-00-5681)	<u>\$ 25,000</u>
New Total Expenditure	\$ 295,436

This budget amendment is needed to increase Election Services by an estimated amount to cover the cost of a run-off election. Based on the number of candidates running in the May election, it is highly likely that a run-off election will be required.

Budget Amendment #3: General Fund-Police-Administration Expenditures

FY 2023 Budget Book (Page 139)

Original Budget	\$ 1,362,723
Operational Salary (101-09-10-5101)	\$ 42,370
Social Security (101-09-10-5150)	\$ 3,241
Retirement (101-09-10-5151)	\$ 5,296
Group Insurance (101-09-10-5155)	<u>\$ 11,471</u>
New Total Expenditure	\$ 1,425,101

This budget amendment is needed to add the position of Crime Victim Advocate to the budget. The department applied for a grant from the US Department of Justice Victim Assistance Grant Program to fund this position in FY 2023. The budget mentioned the position but did not appropriate the funds because the grant funding had not been approved. This amendment is offset by the grant revenue reflected in budget amendment #1.

Budget Amendment #4: General Fund-Organizational Expenditures

FY 2023 Budget Book (Page 123)

Original Budget	\$ 3,073,559
380 Agreement Reimb. (101-02-00-5644)	\$ 19,500
Group Insurance (101-02-00-5155)	\$ 68,000
New Total Expenditure	\$3,161,059

This budget amendment is needed to increase group insurance 50% contribution to dependent coverage. The original estimate was not enough. Even though we polled the employees before making our estimate, we have had more employees take advantage of this benefit which caused the budget to be short. Also, the final payment was made to Bastrop Retail Partners for the Burluson Crossing 380 Agreement (tax rebate) and this final amount was over what was budgeted.

Budget Amendment #5: General Fund-Fire Admin Expenditures

FY 2023 Budget Book (Page 143)

Original Budget	\$ 357,856
Operational Salary (101-11-10-5101)	\$ 22,215
Social Security (101-11-10-5150)	\$ 1,700
Retirement (101-11-10-5151)	\$ 2,800
Group Insurance (101-11-10-5155)	\$ 3,500
New Total Expenditure	\$ 388,071

This budget amendment will increase the total budgeted FTE's by one. This amendment is to add the position of Executive Administrative Assistant to the Fire Department Administration division. This was going to be a new request for FY 2024 but it has been determined that this position is needed sooner than October 1, 2023.

Budget Amendment #6: General Fund-Development Services

This department is being reorganized to better service our development community and to move away from using third-party providers. Currently there is a recommendation to increase Full-time equivalents within the department. There is already salary savings and will be additional professional services savings to fund these additional positions. There may need to be a budget amendment in the future, but it will be tied to an increase in development revenue. The following eight (8) positions are being proposed:

Administrative Assistant	Technician
Senior Engineer	Senior Inspector
Planner	Senior Inspector
Subdivision Inspector	Plan Reviewer

SUMMARY OF GENERAL FUND BY DEPARTMENT		
City Secretary	\$25,000	New Expenditures
Police-Administration	\$62,378	
Organizational	\$87,500	
Fire	\$30,215	
		New Revenue
Sales Tax	(\$142,715)	
Grant Funding	(\$62,378)	
Total Net Adjustment	<u>\$0.00</u>	

OTHER FUNDS

Budget Amendment #7: Vehicle/Equip Replacement Fund

FY 2023 Budget Book (Page 91)

Original Budget	\$ 918,623
Budget Amendment Ord #2022-27	\$ 480,185
Loss from Fraud issue (380-00-00-5905)	<u>\$ 279,955</u>
New Total Expenditure	\$ 1,678,763

To cover the amount lost from the fraud issue. This will come out of fund balance of the fund. A review of fleet replacement will need to be performed and adjustments to replacement years will be made to absorb this loss within this fund.

Budget Amendment #8: Water/Wastewater Operating Fund

FY 2023 Budget Book (Page 159-160)

Original Budget	\$ 7,927,692
Water Sales-Wholesale (202-00-00-4104)	<u>\$ 50,000</u>
New Total Revenue	\$ 7,977,692

FY 2023 Budget Book (Page 159-160)

Original Budget	\$ 8,592,325
Budget Amendment Ord #2022-27	\$ 7,500
Wholesale Water Contract (202-35-10-5565)	\$ 50,000
Pumping Fees (202-35-43-5524)	<u>\$ 40,000</u>
New Total Expenditure	\$ 8,689,825

The first part of this amendment deals with our wholesale agreements with Aqua Water Supply and West Bastrop Village. We have been waiting for the meter to be installed and billings to begin. This amendment increases revenue and expense to account for these agreements. This amendment also increases the budget to cover increased pumping fees for the new Simboro wells being constructed at XS Ranch Water Plant.

Budget Amendment #9: Water/Wastewater Debt Fund

FY 2023 Budget Book (Page 119)

Original Budget	\$ 3,832,204
CO, Series 2023-Interest (220-00-00-7183)	<u>\$ 633,865</u>
New Total Expenditure	\$4,466,069

This amendment is to increase the budget to cover the interest payment for the CO, Series 2023 bond issued in January 2023. It will be covered by available fund balance in this fund.

Budget Amendment #10: Water/Wastewater CIP Fund

FY 2023 Budget Book (Page 86)

Original Budget	\$ 1,252,500
Improv., W/WW Dist. (250-50-00-6240)	\$ <u>35,131</u>
New Total Expenditure	\$1,287,631

This amendment is to increase the budget to cover the additional match amount required for the Riverwood Water Line project grant funded. On February 14, 2023 a construction contract was approved by City Council which was more than the available grant funds. This amendment makes up that gap in funding for the project.

Budget Amendment #11: Hotel Occupancy Fund

FY 2023 Budget Book (Page 87)

Original Budget	\$ 3,131,554
Hotel Tax Receipts (501-00-00-4007)	\$ <u>403,000</u>
New Total Revenue	\$3,534,554

FY 2023 Budget Book (Page 88)

Original Budget	\$ 3,899,827
Destination Marketing Corp (501-80-00-5576)	\$ 50,000
Destination Marketing Corp (501-80-00-5576)	\$ 453,225
Destination Marketing Corp (501-80-00-5576)	\$ <u>201,500</u>
New Total Expenditure	\$4,604,552

This amendment is to increase the budgeted revenue for Hotel Tax Receipts from \$2,830,000 to \$3,233,000, the ending actual revenue receipts for FY2022. Based on estimates of actual receipts in FY 2023, the current budgeted revenue is too low. The expenditures are being increased for funding to Visit Bastrop based on the total of the tables below and the additional \$50,000 being requested for Special Event funding. These tables represent the true-up for FY 2022 and an adjustment to the contract amount owed for FY 2023 based on the increased revenue budget. With this amendment the fund balance reserve continues to be above the 50% required by the financial management policy.

	Fiscal Year True-up: <u>2022</u>		Fiscal Year True-up: <u>2023</u>
HOT Revenue	\$ 3,233,136	HOT Revenue	\$ 3,233,000
Less: debt	\$ <u>(545,702)</u>	Less: debt	\$ <u>(523,000)</u>
	\$ 2,687,434		\$ 2,710,000
DMO funding 50%	\$ 1,343,717	DMO funding 50%	\$ 1,355,000
Special Event	\$ <u>75,000</u>	Special Event	\$ <u>75,000</u>
	\$ 1,418,717		\$ 1,430,000
DMO Actual Funding	\$ 965,492	DMO Actual Funding	\$ 1,228,500
true-up amount	\$ <u>453,225</u>	true-up amount	\$ <u>201,500</u>

Budget Amendment #12: Bastrop Power & Light Fund

FY 2023 Budget Book (Page 80)

Original Budget	\$ 7,809,241
Line Extension Fees (404-00-00-4312)	<u>\$ 150,000</u>
New Total Revenue	\$7,959,241

FY 2023 Budget Book (Page 82)

Original Budget	\$ 8,175,435
Line Extensions (404-60-00-6099)	<u>\$ 150,000</u>
New Total Expenditure	\$8,325,435

This amendment is for increased activity in line extensions due to BISD infrastructure projects within the BP&L service territory. This amendment increases the revenue and expense accounts by the same amount therefore having no effect on fund balance.

Budget Amendment #13: CO Series, 2023 (Funds 264 & 732)

FY 2023 Budget Book (not in book)

Original Budget	\$ 0
Bond Proceeds (732-00-00-4380)	\$ 12,135,000
Transfer In WWW Fund (264-00-00-4707)	\$ 27,000,000
Bond Premium (732-00-00-4381)	<u>\$ 972,779</u>
New Total Revenue	\$40,107,779

FY 2023 Budget Book (not in book)

Original Budget	\$ 0
XS Ranch Water Plant (264-35-00-6325)	\$ 24,000,000
WWTP#3 – Phase II (264-35-00-6174)	\$ 1,600,000
Issuance Cost (732-00-00-5610)	\$ 107,779
Capital Outlay (732-00-00-6000)	<u>\$ 13,000,000</u>
New Total Expenditure	\$38,707,779

This amendment is to book the issuance of Certificate of Obligations Series 2023. This series was split between the General Fund and the Water/Wastewater Fund. This issuance was explained on page 23 of the FY2023 Budget Book. The City did end up reducing the amount issued for WWW projects to better control the debt based on cash flow needs.