

**ORDINANCE NO. 531-20**

**AN ORDINANCE BY THE CITY COUNCIL FOR THE CITY OF ROMAN FOREST, TEXAS AMENDING THE CITY'S OPERATING BUDGET FOR THE FISCAL YEAR 2019-2020, AS PREVIOUSLY APPROVED IN BUDGET ORDINANCE NUMBER 530-20, DATED MAY 19, 2020; PROVIDING A TEXAS OPEN MEETINGS CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE FOR THE AMENDED BUDGET.**

**WHEREAS**, the City of Roman Forest City Council approved an amended Operating Budget for the fiscal year 2019-2020 by Ordinance No. 530-20, dated May 19, 2020, and

**WHEREAS**, the City Council has determined that the budget amendments are necessary for receiving a grant from The Office of the Governor for Coronavirus Emergency Supplemental Funding, receiving a donation from the National Christian Foundation for additional overtime for the Police Department, and adjusting the salary budget for the Maintenance Department; and

**WHEREAS**, the proposed budget as amended appears satisfactory; and

**WHEREAS**, the City Council finds the amendment is in the best interest of the citizens of the City of Roman Forest, Texas;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROMAN FOREST, TEXAS:**

**SECTION 1:** The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

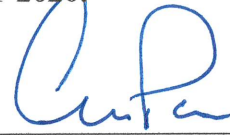
**SECTION 2:** City Ordinance 530-20, dated May 19, 2020, is hereby amended.

**SECTION 3:** The City of Roman Forest's operating budget for the fiscal year 2019-2020, as amended hereto, is hereby approved, and accepted.

**SECTION 4:** It is hereby officially found and determined that the meeting at which this Ordinance was considered was open to the public as required and that public notice of time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 5:** This Ordinance and the amended budget shall become effective upon passage by the Roman Forest City Council and publication as provided by law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
ROMAN FOREST, TEXAS THIS 21<sup>ST</sup> DAY OF JULY 2020.



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Chris Parr, Mayor

**ATTESTED:**

  
Kelly Belmore, City Secretary

# **City of Roman Forest, Texas**

**Fiscal Year October 1, 2019 – September 30, 2020**

**AMENDED**

**OPERATING BUDGET**

**GENERAL FUND**

**2016 CERTIFICATE OF OBLIGATION**

**DEBT SERVICE FUND**

**Mayor**

Chris Parr

**City Council**

Lori Jo Keopsel - Position 1

Jill Carlson - Position 2

David Mullane - Position 3

Greg Partin - Position 4

Conley Wallace - Position 5

**City Administrator**

Liz Mullane

**City Secretary**

Kelly Belmore

**Department Heads**

Chief Carlisle, Police Department

Kris Duke, Court Clerk

Brian Stanley, Municipal Court Judge

Mark Smith, Maintenance Supervisor

**THE CITY COUNCIL HAS DETERMINED THAT THE BUDGET AMENDMENTS ARE NECESSARY FOR RECEIVING A GRANT FROM THE OFFICE OF THE GOVERNOR FOR CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING, RECEIVING A DONATION FROM THE NATIONAL CHRISITAN FOUNDATION FOR ADDITIONAL OVERTIME FOR THE POLICE DEPARTMENT AND ADJUSTING THE SALARY BUDGET FOR THE MAINTENANCE DEPARTMENT.**

**The tax rate approved to support this budget is:**

Total Property Tax Rate for 2018 = .7530%

Maintenance and Operations Rate = .5265%

Debt Service Rate = .2265%

**THIS TAX RATE RAISES MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.41 PERCENT AND WILL INCREASE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY \$15.50.**

The members of the governing body voted on the amended budget at a duly called meeting on May 19, 2020 as follows;

FOR: Councilwoman Koepsel, Councilwoman Carlson, Councilman Mullane, and Councilman Partin

AGAINST: None

PRESENT and not voting: None

ABSENT: Councilman Wallace

**Total Debt Obligations**

Total debt obligation for 2019-2020 fiscal year for the City of Roman Forest secured by property taxes:  
\$246,088.00

**GENERAL FUND REVENUES****2019-2020**

|                                 |            |
|---------------------------------|------------|
| PROPERTY TAXES                  | 680,000.00 |
| MUNICIPAL COURT                 |            |
| Municipal Court Traffic Income  | 61,700.00  |
| Warrant Fees                    | 3,000.00   |
| OMNI Fees State                 | 1,000.00   |
| OMNI Base Fees                  | 300.00     |
| OMNI Fees Local                 | 200.00     |
| Time Pay Fees State             | 750.00     |
| Time Pay Fees Local             | 600.00     |
| Time Pay Efficiency             | 150.00     |
| State Comptroller Court Cost    | 31,300.00  |
| Municipal Court Technology Fund | 2,000.00   |
| Municipal Court Security Fund   | 1,500.00   |
| State Judge Technology Fund     | 2,700.00   |
| POLICE DEPARTMENT INCOME        |            |
| Miscellaneous Income            | 1,000.00   |
| Contract Services               | 173,000.00 |
| Training Income                 | 6,000.00   |
| FRANCHISE REVENUE               |            |
| Centerpoint Energy              | 16,000.00  |
| Entergy                         | 32,000.00  |
| Suddenlink/Altice               | 14,000.00  |
| Southwestern Bell/AT&T          | 2,500.00   |
| Waste Services                  | 7,000.00   |
| Other Franchise                 | 1,000.00   |
| BANK INTEREST                   | 1,000.00   |
| CIVIC INCOME                    |            |
| Pavilion Rental                 | 2,500.00   |
| BUILDING DEPARTMENT             |            |
| Permit Admin Fees               | 8,000.00   |
| Review and Inspection Fees      | 22,000.00  |
| Permit Fees                     | 34,000.00  |
| Logging Permits                 | 4,500.00   |
| Culvert Permits                 | 1,500.00   |
| Pool Permits                    | 1,000.00   |
| Alarm Permits                   | 1,000.00   |
| Miscellaneous Permits           | 7,500.00   |
| FEMA GRANT 2016 FLOOD – 4269    | 447,060.75 |
| FEMA GRANT 2016 FLOOD – 4272    | 270,868.69 |
| FEMA GRANT HARVEY FLOOD – 4332  | 448,451.92 |
| POOL INCOME                     |            |
| Pool Passes/Party Fees          | 20,000.00  |
| Pool Concession                 | 5,000.00   |
| LIABILITY INSURANCE REBATE      | 24,779.21  |

**TOTAL INCOME****\$2,336,860.57**

**GENERAL FUND EXPENDITURES**

**GENERAL OPERATING**

|                               |           |
|-------------------------------|-----------|
| Administrative Salaries       | 98,000.00 |
| Secretary Training Incentive  | 500.00    |
| City Secretary Overtime       | 2,700.00  |
| Taxes – Employer FICA         | 52,134.18 |
| Penalties and Fees            | 100.00    |
| City IRA Contribution         | 19,979.79 |
| Miscellaneous                 | 7,820.00  |
| Workmans Comp                 | 13,333.75 |
| Liability Insurance           | 16,375.00 |
| Property Insurance            | 4,200.00  |
| Dues and Subscriptions        | 1,800.00  |
| Office Supplies               | 2,500.00  |
| Kitchen Supplies              | 650.00    |
| Office Equipment              | 5,600.00  |
| City Technology Support       | 12,000.00 |
| Website Development           | 6,000.00  |
| Ordinance Codification        | 10,000.00 |
| Postage                       | 900.00    |
| Accounting Fees               | 1,500.00  |
| Attorney Fees                 | 10,000.00 |
| Mo. Co. Appraisal District    | 8,200.00  |
| Engineering Fees              | 4,626.61  |
| Audit Fees                    | 40,000.00 |
| Publication of Public Notices | 2,000.00  |
| Unemployment Insurance        | 1,500.00  |
| Miscellaneous (Mayor)         | 1,000.00  |
| Training and Education        | 5,600.00  |
| City Emergency Expenses       | 6,000.00  |
| Medical Insurance             | 63,853.20 |
| Election Expense              | 4,600.00  |
| Cleaning Supplies             | 1,400.00  |
| Cleaning Services             | 5,200.00  |

**PROPERTY/CAPITAL IMPROVMENTS**

|                         |           |
|-------------------------|-----------|
| City Improvements       | 6,000.00  |
| Road Repair             | 5,000.00  |
| Road Repair – Section 4 | 22,021.64 |

**BANK FEES**

1,600.00

**UTILITIES**

|                        |          |
|------------------------|----------|
| Electric               | 6,800.00 |
| Telephone and Internet | 1,680.00 |
| Natural Gas            | 540.00   |
| Water                  | 700.00   |

**BUILDING AND CODE COMPLIANCE**

|                     |           |
|---------------------|-----------|
| Compliance Salaries | 27,040.00 |
|---------------------|-----------|

|                                    |            |
|------------------------------------|------------|
| Compliance Mileage                 | 1,000.00   |
| Inspection Services                | 27,000.00  |
| FEMA GRANT 4269 EXPENDITURES       |            |
| RFT001C – Road Damages 1           | 89,250.32  |
| RFT004C – Road Damages 4           | 52,301.83  |
| RFT002C – Road Damages 2           | 39,220.51  |
| RFT003C – Road Damages 3           | 31,634.52  |
| RFT001D – Shrek Pond Spillway      | 21,150.00  |
| RFT010C – Road Damages 10          | 9,079.52   |
| RFT011C – Road Damages 11          | 7,934.46   |
| RFT006C – Road Damages 6           | 18,085.52  |
| RFT007C – Road Damages 7           | 6,846.89   |
| RFT008C – Road Damages 8           | 8,395.29   |
| RFT009C – Road Damages 9           | 4,232.83   |
| RFT005C – Road Damages 5           | 54,573.29  |
| RFT012C – Road Damages 12          | 54,723.56  |
| RFT001G – RF Park Damages          | 49,632.21  |
| FEMA GRANT 4272 EXPENDITURES       |            |
| RFT001C – 4272 Road Damages 1      | 53,782.83  |
| RFT002C – 4272 Road Damages 2      | 58,443.81  |
| RFT004C – 4272 Road Damages 4      | 44,649.14  |
| RFT005C – 4272 Road Damages 5      | 69,129.77  |
| RFT003C – 4272 Road Damages 3      | 44,863.14  |
| FEMA GRANT 4332 EXPENDITURES       |            |
| 00101 – Pavilion Contents Harvey   | 5,889.48   |
| 00102 – City Hall Contents Harvey  | 1,381.21   |
| 00103 – Pool House Contents Harvey | 4,614.97   |
| 00104 – Pump House Contents Harvey | 236.28     |
| 00105 – Road Repairs Harvey        | 282,671.71 |
| 00106 – Parking Lot Repairs Harvey | 83,228.45  |
| 00107 – Venus Ditch                | 70,429.82  |
| MUNICIPAL COURT                    |            |
| Municipal Court Salaries           | 25,709.00  |
| Court Clerk Certification Pay      | 1,500.00   |
| Judge and Attorney Fees            | 2,550.00   |
| Municipal Technology Fund          | 2,000.00   |
| OMNI Fees                          | 1,500.00   |
| Time Pay Fees                      | 1,000.00   |
| Time Pay Efficiency Fund           | 600.00     |
| Municipal Court Security Fund      | 450.00     |
| Dues and Subscriptions             | 55.00      |
| State Comptroller Court Costs      | 32,000.00  |
| State Judicial Support Fee         | 3,000.00   |
| Court Education                    | 550.00     |
| Court Software                     | 1,200.00   |



**PUBLIC WORKS**

|                                |           |
|--------------------------------|-----------|
| Major Equipment Purchase       | 1,701.00  |
| Maintenance Salaries           | 58,310.00 |
| Maintenance Overtime           | 2,000.00  |
| Maintenance & Repairs          | 9,726.05  |
| City Hall Maintenance          | 5,000.00  |
| City Hall Harvey Repairs – TML | 7,757.17  |
| Entergy Grant                  | 1,000.00  |
| Fogging Chem/PEST/Herbicide    | 2,300.00  |
| Fuel/Oil                       | 2,500.00  |
| Shop Supplies                  | 700.00    |
| Tools/Material Purchase        | 1,500.00  |
| Uniforms                       | 600.00    |

**POLICE DEPARTMENT**

|                                     |            |
|-------------------------------------|------------|
| Police Salaries                     | 401,521.00 |
| Police Overtime                     | 35,112.50  |
| Certification Pay                   | 4,000.00   |
| Certificate Pay                     | 1,900.00   |
| Equipment Allowance                 | 1,450.00   |
| Longevity Pay                       | 3,250.00   |
| Special Duty Differential           | 3,000.00   |
| Patrol Fuel                         | 18,000.00  |
| Maintenance & Repairs               | 14,285.00  |
| Community Outreach                  | 500.00     |
| Uniforms                            | 2,200.00   |
| Cell Phone                          | 1,200.00   |
| Mobile Data Terminals               | 2,900.00   |
| Radio User Fees                     | 2,400.00   |
| Records Management System           | 3,175.00   |
| Technology Hardware Software        | 9,180.63   |
| TCLEDDS                             | 465.00     |
| PD Technology Support               | 1,400.00   |
| Office Supplies                     | 2,200.00   |
| Police Supplies                     | 12,000.00  |
| Grant/National Christian Foundation | 8,826.80   |
| Miscellaneous                       | 800.00     |
| Training/State School               | 11,810.41  |
| Telephone                           | 2,500.00   |

|   |                       |
|---|-----------------------|
| <b>PARKS AND RECREATION</b>               |                       |
| Pool Wages                                | 14,500.00             |
| Pool Chemicals                            | 4,000.00              |
| Pool Supplies                             | 600.00                |
| Pool Service                              | 2,750.00              |
| Park and Pool Utilities                   | 8,000.00              |
| Pool Concession                           | 2,000.00              |
| Pool House Harvey Repairs – TML           | 736.27                |
| Pool Contents – Harvey – TML              | 1,959.89              |
| Playground – Harvey Repairs – TML         | 3,014.65              |
| Pool Fence – Harvey Repairs – TML         | 307.50                |
| Imelda Insurance Claim/Deductible         | 10,000.00             |
| Miscellaneous                             | 3,609.75              |
| Park and Pool Repairs                     | 20,008.41             |
| Pavilion Maintenance                      | 8,772.59              |
| Pavilion Contents – Harvey – TML          | 14,616.54             |
| Pavilion – Harvey Repairs – TML           | 5,257.48              |
| EMCID Park Grant/FEMA Match               | 13,447.26             |
| Mission NE Grant/Pool House Rebuild       | 15,130.00             |
| <b>PAYROLL EXPENSES</b>                   | <b>660.00</b>         |
| <b>CAPITAL OUTLAY – Police Department</b> | <b>36,680.00</b>      |
| <b>CAPITAL OUTLAY – Public Works</b>      | <b>13,299.00</b>      |
| <b>CAPITAL OUTLAY – City Hall</b>         | <b>20,000.00</b>      |
| <b>PRINCIPAL</b>                          | <b>4,487.17</b>       |
| <b>INTEREST</b>                           | <b>512.83</b>         |
| <b>TOTAL EXPENSE</b>                      | <b>\$2,589,469.43</b> |
| <b>NET ORDINARY INCOME</b>                | <b>\$-252,608.86</b>  |
| <b>OTHER INCOME</b>                       |                       |
| Grants and Donations                      | 30,000.00             |
| Grant Revenue Prior Year                  | 38,404.06             |
| Carryover Prior Year Encumbered           | 62,848.14             |
| Carryover TML Harvey                      | 33,649.50             |
| Carryover General Funds                   | 71,017.36             |
| Proceeds From Loans                       | 14,680.00             |
| <b>TOTAL OTHER INCOME</b>                 | <b>\$256,599.06</b>   |
| <b>OTHER EXPENSE</b>                      |                       |
| RF Events Committee Fund                  | 3,990.20              |
| <b>TOTAL OTHER EXPENSE</b>                | <b>3,990.20</b>       |
| <b>NET OTHER INCOME</b>                   | <b>\$252,608.86</b>   |
| <b>NET INCOME</b>                         | <b>\$0.00</b>         |

**CITY OF ROMAN FOREST  
2016 CERTIFICATE OF OBLIGATION**

|                            |                        |
|----------------------------|------------------------|
| <b>INCOME</b>              |                        |
| FEMA REIMBURSEMENT         | 384.10                 |
| BANK INTEREST              | 5,000.00               |
| <b>TOTAL INCOME</b>        | <b>5,384.10</b>        |
| <br>                       |                        |
| <b>EXPENSE</b>             |                        |
| DRAINAGE AND ROADS         | 1,343,691.17           |
| <b>TOTAL EXPENSE</b>       | <b>1,343,691.17</b>    |
| <b>NET ORDINARY INCOME</b> | <b>\$-1,338,307.07</b> |

**CITY OF ROMAN FOREST  
DEBT SERVICE**

|                             |                   |
|-----------------------------|-------------------|
| <b>REVENUES</b>             |                   |
| Property Tax – Debt Service | 246,088.00        |
| <b>TOTAL INCOME</b>         | <b>246,088.00</b> |
| <br>                        |                   |
| <b>EXPENDITURES</b>         |                   |
| Principal – 2016 CO         | 125,000.00        |
| Interest Paid – 2016 CO     | 120,588.00        |
| Paying Agent Fee            | 500.00            |
| <b>TOTAL EXPENSE</b>        | <b>246,088.00</b> |
| <br>                        |                   |
| <b>NET INCOME</b>           | <b>\$0.00</b>     |