



2011 BUDGET

September 16, 2010

Office of the Mayor
City of Weston Lakes

To: The City Council of the City of Weston Lakes

FY 2011 Budget

As required under the provisions of Chapter 102 of the Texas Local Government Code, and as the designated Budget Officer under Section 102.001, I am submitting the following budget for FY 2011. As of the third quarter of 2010 the City projects an end of year reserve of an estimated \$125,000.00 after paying 2010 anticipated obligations and receiving anticipated revenue. This budget will be made public at the time of submission to the City Council and be available for public review by contacting the City Secretary. It will also be posted to the City Web Site. A Workshop will be scheduled for July 24, 2010, for the City Council to consider the budget. A Public Budget Hearing will be scheduled for August 21, 2010, for public comment with appropriate public notifications as required by section 102.006 and 102.0065 of the Texas Local Government Code.

Mayor's Vision

Over the last two years we have been able to put in place a functioning city office with minimum cost. We have established a solid foundation for the future. In some respects we are just beginning to see the beginnings of the implementation of actions to fulfill my 2010 vision. My vision has been to effect little or no change in the environment of Weston Lakes, retention of the organization of our partners in governing, the POA and Fort Bend County MUD 81. We still are on the edge of establishing a routine means of communicating to our residents through our Meetings, outreach to the news media, the establishment of our Website and individual meetings with residents who have questions and concerns. All of the efforts will continue. The City will continue to aggressively continue to fulfill its legal responsibility in the areas of Public Safety and Public Health as required under the Laws of the State of Texas. Through the establishment of a volunteer Emergency Management Committee, the Office of the Marshal and coordination with the County the City will become a full partner with our servicing agencies for Public Safety in the area of Law Enforcement, Fire and Emergency Medical Services.

Proposed City Goals

- Maintain Weston Lakes as a residential and country like environment for the healthful and cooperative development of all our residents.
- Establish our city on a sound financial footing with small, minimal, non intrusive government.
- Provide for the Public Safety, Public Health and Emergency Preparedness for the citizens of Weston Lakes as required under the laws of the State of Texas.
- Establish a first class transparent government responsive to the needs of the citizens.
- Continue Operate the city with no ad valorem taxes, relying on franchise fees and alcohol mixed beverage taxes to finance the city government and any programs adopted or implemented.
- Operate the City Staff with minimal expenditures with reliance on volunteers to the extent that volunteers are available and needed.
- Act cooperatively within the organizations of the council of governments to support area goals of mobility and development.

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2011 Budget Overview

Revenues: The proposed 2011 budget is based on an October 1 to a September 30 fiscal year, and is an absolute minimum budget. It is based upon anticipated revenues from Franchise fees and Alcoholic Mixed Beverage tax. Franchise fees are received either monthly or quarterly. The City receives \$5,500.00 per month from Center Point Electric. Telephone Franchise fees are estimated to be \$12,000.00 per year paid quarterly. Alcoholic mixed beverage tax receipts from the State Comptroller's Office paid quarterly based upon alcohol sales at the County Club and approximates \$375.00 per quarter. Center Point Gas franchise fees are paid quarterly and are based upon gas usage and therefore fluctuate through the year. The annual anticipated Center Point gas revenue is projected to be \$43,000. This year the City anticipates the availability of two Emergency Management grants totaling \$54,000. These fees and anticipated grants amount to an annual revenue receipt of \$180,500 this year.

Expenditures: Expenditures have been limited to those necessary to properly finance the administration of the City and fulfill its responsibilities to the residents in the areas of public safety and health. To protect the city, insurance has been purchased from the Texas Municipal League Inter Governmental Risk Pool, and an Attorney has been retained to represent the City to ensure actions taken by the City are reviewed by legal counsel. Election costs will cover the cost of an annual election of municipal officers and is an estimate based upon costs for the conduct of such elections with the assumption that the City will be able to share expenses with the County if another election is conducted at the same time. Employee expenses are included for the city secretary, who has significant responsibilities for city elections, records management, official certifications, and other administrative matters that accrue to the municipal clerk or city secretary. Expenses are included for our city engineer consultant. Flood plain permit fees are directly transferred to the City Engineer to cover his costs and expenses in administrating the Flood Plain permit process and are considered a pass through charge. Administrative costs associated with the operation of our City office are identified to include office leasing, telephone, office supplies, capital investment in computer office equipment, community mailings, website establishment, legal notices, postage, and post office box. Expenses for the Marshal's office are included as well as costs for the equipping of the City's Emergency Operations Center and continuing emergency management training and operations. An additional expense of \$8,000 is included to cover the 25% match for the Emergency Generator Grant bringing the total grant plus match to \$32,000. Expenses for a State required financial audit are also included for the first time. Membership fees for participation in the Houston Galveston Area Council, the Fort Bend Economic Development Council and the Texas Municipal League are included. Travel and training costs are also included in the budget.

Budget Summary: With total anticipated revenues equaling \$180,500.00 and expenditures totaling \$123,462.00 there is a budget reserve of \$57,038.00 which will be placed in the City's bank of record for future budget requirements. Actual expenditures will be reported to the City Council as specific expenditures are made.

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FY 2010/2011 Budget:

Revenue:

2010 Reserve Carryover			\$ 125,000.00
Alcohol Beverage Fees		\$ 1,500.00	
Center Point Electric Franchise Fees		\$ 68,400.00	
Center Point Gas Franchise Fees		\$ 43,000.00	
FEMA Grant		\$ 24,000.00	
Flood Plain Permit Fees		\$ 1,600.00	
Homeland Security Grant		\$ 30,000.00	
Telecommunications Franchise Fees		\$ 12,000.00	
REVENUE TOTAL			\$ 180,500.00
<i>Total Available Revenue</i>			\$ 305,500.00

Revenue Total \$ 180,500.00 + 125,000 2009 Reserve= \$305,500.00 Total available Revenue

Expenditures:

Audit Fees		\$ 5,000.00	
Election Costs		\$ 0.00	
Emergency Generator	<i>FEMA GRANT: Incl 25% City match of \$8,000</i>	\$ 32,000.00	
Emergency Operations Center Enhancements	<i>Homeland Security Grant</i>	\$ 30,000.00	
Emergency preparedness	<i>Supplies & Equipment</i>	\$ 5,000.00	
Engineer	<i>Flood Plain Costs</i>	\$ 4,000.00	
Facilities	<i>City Offices Lease/Rental</i>	\$ 7,000.00	
Flood Pain Permit Fees		\$ 1,600.00	
Legal Fees		\$ 10,000.00	
Legal Notices		\$ 200.00	
Mailings to Residents	<i>Letters/Postcards</i>	\$ 300.00	
Marshal's Office		\$ 1,000.00	
Membership Fees			
Greater FB Economic DEV Council		\$ 1,000.00	
H-GAC		\$ 200.00	
TML		\$ 700.00	
<i>Total Membership Fees</i>			\$ 1,900.00
Miscellaneous	<i>Representation & Celebrations</i>	\$ 2,000.00	
Office Equipment	<i>Copy Machine</i>	\$ 1,000.00	
Office Supplies	<i>General</i>	\$ 600.00	
Office Furnishings		\$ 500.00	
Payroll	<i>Secretary</i>	\$ 9,000.00	
Payroll Tax Expenses		\$ 900.00	
Performance Bonds	<i>Secretary & Marshal</i>	\$ 100.00	

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PO Box		\$ 62.00
Postage	<i>For City Residents Mailout & general mailings</i>	\$ 1,000.00
Secretary Training		\$ 1,500.00
Signage	<i>City Logo for meeting room</i>	\$ 300.00
Telecommunications		\$ 1,000.00
TML Risk Pool/Insurance		\$ 2,000.00
Training, Travel and Seminars		\$ 5,000.00
Web Site/IT support/ISP		\$ 500.00
EXPENDITURE TOTAL		\$ 123,462.00

Balance (Reserve) Carryover as of 1 October 2011, \$180,500.00 (Revenue) - \$123,462.00 (Expenditures) = \$57,038.00.

Anticipated Total Reserve \$57,038.00 + \$125,000.00 (2010 carry over) = \$182,038.00 (2011 carry over)

Mary Rose Zdunkewicz
Mayor
City of Weston Lakes