



**Office of the Mayor**  
**City of Weston Lakes**  
**FY 2010 Budget**

To: The City Council of the City of Weston Lakes

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 2010. As of the third quarter of 2009 the City projects an end of year reserve of an estimated \$30,000.00 after paying 2009 anticipated obligations and receiving anticipated revenue. There is no cash on hand to account for in this initial budget. This budget will be made public at the time of submission to the City Council and be available for public review. A Workshop will be scheduled for July 18th for the City Council to consider the budget. A Public Budget Hearing will be scheduled for August 15th, 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 year 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 2009 vision. My vision has been little or no change in the environment of Weston Lakes, retention of the organization and responsibilities 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. 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.

- Operate the city with no ad velorum 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.

### **2010 Budget Overview**

**Revenues:** The proposed 2010 budget is based on a 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 \$5700.00 per month from Center Point Electric. Telephone Franchise fees are estimated to be \$15,000.00 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 revenue is projected to be \$36,000. These fees amount to an annual revenue receipt of \$120,000 per 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. Attorney fees are anticipated to be above average for a city the size of Weston Lakes; however, since the City remains in a start up mode, legal counsel will be relied on more often than an already established city. 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. 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. Membership fees for participation in the Houston Galveston Area 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 \$120,000.00 and expenditures totaling \$63900.00 there is a budget reserve of \$56,900.00 which will be placed in the City's bank of record for future budget requirements. Actual expenditures will be approved by the City Council as specific costs are identified.

**FY 2010 Budget:**

**Revenue:**

2008 Reserve Carryover.....	\$35,000.00 (est)
Alcohol Beverage Fees.....	1,500.00
Telecommunications Franchise Fees.....	14,900.00
Center Point Electric Franchise Fees.....	68,400.00
Center Point Gas Franchise Fees.....	36,000.00

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Revenue Total ..... \$ 120,800.00 + 35,000 2009 Reserve= \$155,000.00

**Expenditures:**

Engineer .....	2,500.00
Election Costs .....	5,000.00
Legal Fees .....	12,000.00
Legal Notices.....	300.00
Membership Fees (H-GAC).....	200.00
Memership Fees TML .....	700.00
Mailings to Residents (Letters/Postcards).....	500.00
Office Supplies (General) .....	1,200.00
Performance Bonds (Secretary/Treasurer).....	100.00
PO Box.....	100.00
Marshal's Office .....	1,000.00
Postage (For City Residents Mailout and general mailings)....	2,000.00
TML Risk Pool/Insurance .....	1,800.00
Web Site/IT support/ISP .....	800.00
Telecommunications .....	1,800.00
Secretary Training.....	1,500.00

Payroll Tax Expenses .....	400.00
Payroll (Secretary) .....	8,500.00
Facilities (City Offices Lease/Rental) .....	7,000.00
Training, Travel and Seminars.....	5,000.00
Office Equipment, Computer .....	3,500.00
Software, Printer/copier/fax/ Scanner, adding machine, files,	
Emergency preparedness Supplies and equipment .....	8,000.00
Expenditure Total .....	\$ 63,900.00

Balance (Reserve) as of 1 October 2010                      \$ 56,900.00 +2009 reserve \$35,000.00= \$92,900.00

/s/  
Mary Rose Zdunkewicz  
Mayor  
City of Weston Lakes