

ORDINANCE 2015-09-17A

EXHIBIT A

City of Overton, Texas
Annual Operating Budget for
Fiscal Year 2015-16

ADOPTED



Information Required by Texas Senate Bill 656

NOTICE OF TAX RATE REVENUE INCREASE

The **City of Overton** will conduct public hearings on **Thursday, August 27, 2015** and **Thursday, September 10, 2014** on a proposal to increase the total tax revenue of the **City of Overton** from properties on the tax roll in the preceding year by (2.19%).

The total tax revenue proposed to be raised last year at last year's tax rate of **0.628000** for each \$100 of taxable value was **\$483,771**.

$$(\$77,033,475 \times .00628000) = (\$483,770 \times 100.0\% = \$483,770)$$

The total tax revenue proposed to be raised this year at the proposed tax rate of **0.628000** for each \$100 of taxable value, including tax revenue to be raised from new property added to the tax roll this year, is **\$497,850**.

$$(\$79,673,768 \times .628000) = (\$500,351 \times 99.5\% = \$497,850)$$

This budget will raise more revenue from property taxes than last year's budget by an amount of \$14,079 which is a 2.19% increase from last year's budget. Property tax revenue to be raised from new property added to the tax roll this year is \$1,935.50.

Value of New Improvements = \$308,200

Divided by \$100 of Assessed value = \$3,082

Assessed Value of New Property times 2015 Tax Rate = \$1,935.50

$$\$3,082 \times .628000 = \$1,935.50$$

The **City of Overton** is scheduled to vote on the tax rate that will result in the tax rate increase at a public meeting to be held on **Thursday September 17, 2014** at the City of Overton City Council Chambers, 1200 South Commerce, Overton, Texas at **7:00 p.m.**

Tax Rates Per \$100 of Assessed Value			
	Tax Year		
	2014	2015	
Total Property Tax Rate:	\$0.628000	\$	0.628000
Effective Tax Rate :	\$0.545455	\$	0.609024
Effective Maintenance &			
Operation Tax Rate:	\$0.410000	\$	0.410000
Rollback Tax Rate:	\$0.648261	\$	0.642740
Debt Tax Rate:	\$0.218000	\$	0.218000
Total Debt Obligation Secured by Tax Rate : \$1,930,000			

The **City of Overton** is scheduled to vote on the tax rate that will result in the tax rate increase at a public meeting to be held on **Thursday September 17, 2014** at the City of Overton City Council Chambers, 1200 South Commerce, Overton, Texas at **7:00 p.m.**

TAX RATE HISTORY - LAST 12 YEARS

FY Year	Tax Rates			Assessed Value	Levy		
	O&M	Debt	Total		O&M	Debt	Total
2004-05	0.41020	0.20170	0.61190	45,469,840	\$ 186,517	\$ 91,713	\$ 278,230
2005-06	0.37770	0.21990	0.59760	56,167,720	\$ 212,145	\$ 123,513	\$ 335,658
2006-07	0.38329	0.19710	0.58039	61,259,190	\$ 234,800	\$ 120,742	\$ 355,542
2007-08	0.38090	0.17500	0.55590	61,640,020	\$ 234,787	\$ 107,870	\$ 342,657
2008-09	0.38090	0.17500	0.55590	70,598,176	\$ 268,908	\$ 123,547	\$ 392,455
2009-10	0.38090	0.17500	0.55590	73,535,377	\$ 280,096	\$ 125,840	\$ 405,936
2010-11	0.38663	0.17371	0.56034	71,290,546	\$ 275,631	\$ 123,760	\$ 399,391
2011-12	0.39781	0.17872	0.57653	71,372,845	\$ 283,928	\$ 127,558	\$ 411,486
2012-13	0.41735	0.15415	0.57150	73,326,609	\$ 306,027	\$ 113,036	\$ 419,063
2013-14	0.40397	0.14921	0.55318	75,657,284	\$ 305,635	\$ 112,887	\$ 418,522
2014-15	0.41000	0.21800	0.62800	77,033,476	\$ 315,837	\$ 167,933	\$ 483,770
2015-16	0.41000	0.21800	0.62800	79,673,768	\$ 325,029	\$ 172,820	\$ 497,850

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INTRODUCTION

CITY OF OVERTON, TEXAS CITY COUNCIL

Mayor
C.R. Evans

Mayor Pro Tem
Philip Cox – Place #1

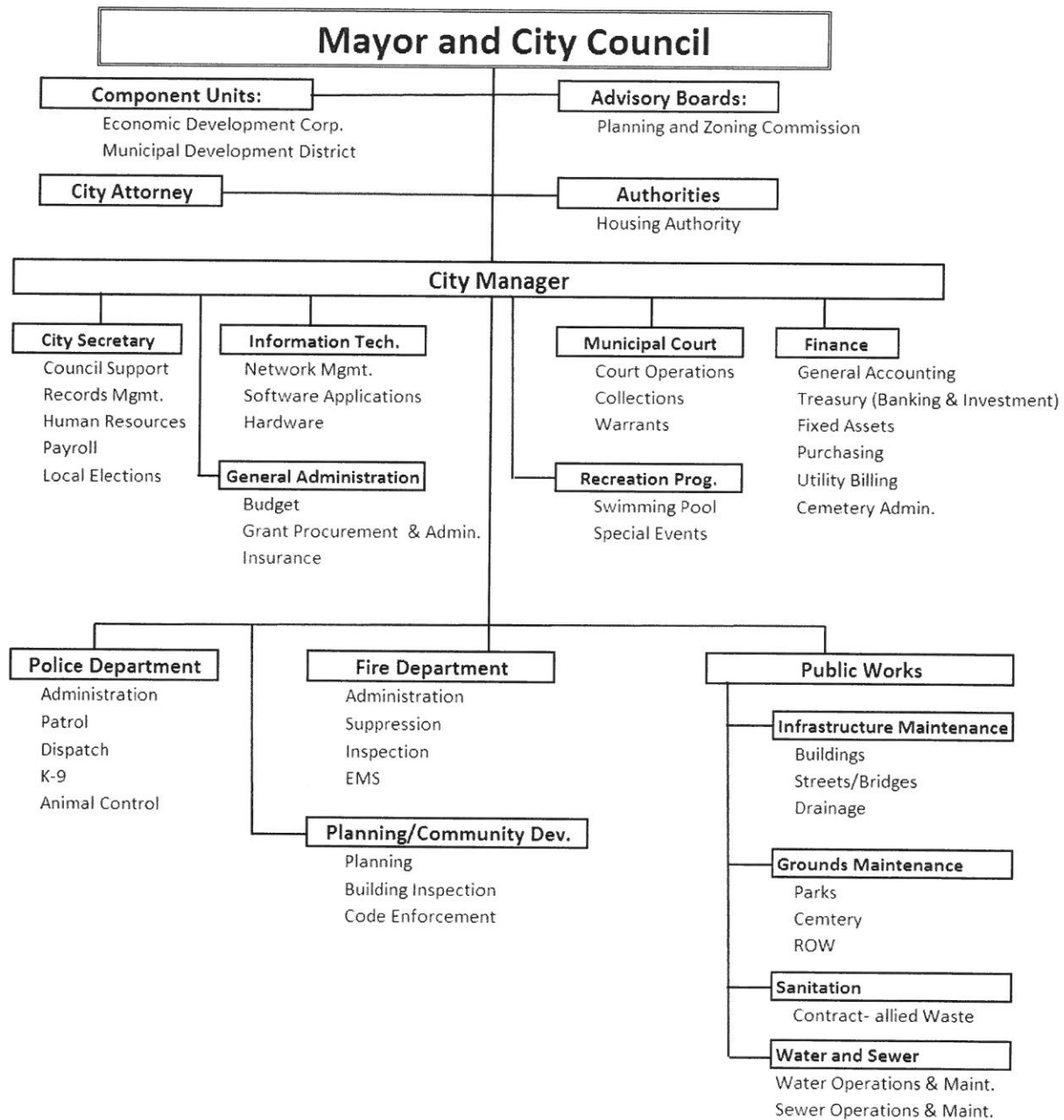
Council Members
John Posey Place #2
Jerry Clark Place #3
Lawrence Davis Place #4
Pat Beets Place #5

CITY OF OVERTON, TEXAS

MANAGEMENT TEAM

City Manager	Charles Cunningham
City Secretary	Rachél Gafford
Financial Services	Pam Raney
Police Chief	Clyde Carter
Fire Chief	Jim White
City Attorney	Blake Thompson
Municipal Court	Judge Carolyn Walters
Public Works	Paul Everett

CITY OF OVERTON
2015 Organizational Chart by Function





September 17, 2015



The Honorable Mayor, Mayor Pro-Tem and City Council
City of Overton, Texas

Presented herewith is the Adopted Operating Budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016. This document contains initial appropriations that are adopted for the forthcoming year based on projected revenue for the same year. Appropriated expenditures include \$1,324,621 for the General Fund and \$1,174,622 for the Utility (water and sewer) fund which represent a -5.8% decrease and 13.34% increase respectively for the two funds over the previous year.

In reviewing operations of the 2014-15 budget year, the most critical occurrences that profoundly affected the financial position of the City were three major breakdowns of the Water and Wastewater systems. The pump at well #7 burned up and had to be replaced (\$32,000); over 1,700' of 10" sewer line were clogged and had to be replaced (\$100,000) and three pumps that empty the prison lift station went out within two months of each other and had to be replaced on an emergency basis (\$105,000 total cost). Fortunately, the Overton Municipal Development district provided a loan of \$100,000 to fund replacement of the sewer line but the remainder had to be paid from operating funds.

While the incessant rain experienced between January and April had a hand in causing two of these problems, it is basically the poor condition of the infrastructure in general that is the main problem. Having to spend money to try and keep up with ongoing failures of the system will do nothing to clear the backlog of maintenance issues that keep getting longer.

In an effort to begin to get ahead of these maintenance issues, the City had to make decisions on three actions that would allow an opportunity to satisfy maintenance and improvement needs of its infrastructure. The first two have been done by adopting the FY 2015-16 Annual Budget. Adoption of this budget as well as approval of an Ordinance to increase water and sewer rates for the coming year, will make funds available for maintenance and operations of the water and sewer systems in FY 2015-16. Establishing a separate operating fund for the Cemetery and creating a tax to fund its operations, takes this responsibility off the General Fund and provides specific funding for O&M of the cemetery.

Re-scheduling Current Debt.

While the City's bonded and long term/short term debt obligations are within the normal limits for a city of its size, it continues to take almost 20% of the City's current financial resources to service that debt each year. Approximately 67% of the debt service has been funded by surplus water and sewer revenues in the past even though over 60% of the debt was issued for "General Fund" purposes. The debt portion of the tax rate is proposed to remain at \$0.218000 per \$100 for this year but by refunding the existing debt, the annual payments could be reduced significantly.

If this were done, it would free up substantial amounts of cash for an aggressive Capital improvement program over the next 10 years. In addition to freeing up surplus water and sewer revenue that could be used for funding capital improvements, borrowing an additional \$650,000 for a twenty year term would also provide an infusion of funds to solve the most critical needs of the Water and Sewer fund which are listed at the end of the Section on Capital Improvements.

Raising Water and Sewer Rates.

Water and sewer rates were raised last year to help fund some infrastructure projects, without this increase the City would have experienced a considerable shortfall in revenue as other cities have done because of the wet conditions and lower sale of water.

An increase in the City's water and sewer rates as proposed and adopted will provide the income necessary to begin to address some of the infrastructure needs for the utilities. Assuming a normal year of weather or at least drier, revenue could increase by as much as 15% over the current year 2014-15. This coupled with lower debt payments, if the debt is re-scheduled, would provide several hundred thousands of dollars a year for capital improvements.

Creation of a Cemetery O& M Enterprise Fund.

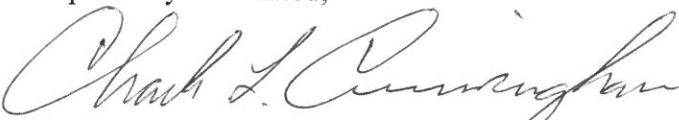
The City is currently responsible for maintaining and operating the Overton Municipal Cemetery but in assuming the trusteeship of this enterprise, the only financial support, on an ongoing basis, was the ability to charge fees for sales of plots (currently at \$400 per space) and \$100 for interment fees that are collected for each burial. The average annual income from these sources is between \$4,000 and \$5,000 while expenses for the bare minimum of maintenance (cutting grass periodically), runs between \$18,000 and \$20,000 per year.

In addition to establishing a property tax of \$0.05 per \$100 of assessed valuation on property, the proceeds of which are dedicated to cemetery O&M and improvements, the fees for plots and interments have also been increased from \$400 to \$500 and \$100 to \$150 respectively.

Although the proceeds will not be fully realized until early spring on these sources of income, the staff will be working on an improvement plan for the cemetery to be put into place beginning in the spring.

I would like to thank the City Council and other Boards for providing the staff with support in these difficult times. Unfortunately it will not get much easier for a while but with a united effort we can get Overton back to a financially sound City with solid and serviceable infrastructure of which we can all be proud.

Respectfully Submitted,



Charles L. Cunningham, City Manager

SUMMARY OF REVENUE AND EXPENDITURES ALL FUNDS

FINANCIAL SUMMARIES FOR ALL FUNDS Projected FY 2016							
	<u>General Fund</u>	<u>Cemetery Operations & Maint. Fund</u>	<u>Debt Service (I&S) Funds</u>	<u>Special Revenue Funds</u>	<u>Capital Project Funds *</u>	<u>Utility Water/ Sewer Fund</u>	<u>Total All Funds</u>
Estimated Fund Balance (Working Capital) 10-1-14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(Less Reserves)	-	-	-	-	-	-	-
Estimated Revenue (2015-16)	1,124,532	45,400	175,494	10,700	-	1,181,667	2,537,794
Inter-fund Transfers (Net)	220,000	-	437,360	-	-	(620,384)	36,976
Total funds Available	1,344,532	45,400	612,854	10,700	-	561,283	2,574,770
Budgeted Expenditures	<u>1,324,621</u>	<u>44,061</u>	<u>612,191</u>	<u>8,600</u>	<u>-</u>	<u>554,268</u>	<u>2,543,742</u>
Estimated Fund Balance (Working Capital) 9-30-16	\$ 19,911	\$ 1,339	\$ 663	\$ 2,100	\$ -	\$ 7,015	\$ 31,027

* All capital project funds scheduled for 2016 are to be funded by OEDC pending rescheduling of debt.



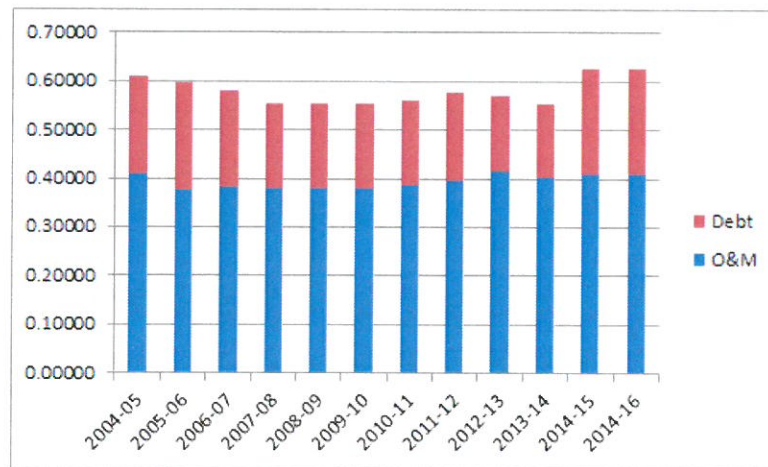
GENERAL FUND

The General Fund is the most important of the funds and is used to account for all resources not required to be accounted for in another fund that is devoted to specific activities. Most financial transactions are accounted for in this fund. Only one General Fund exists and it is used to account for operations of the basic City functions such as police and fire, streets, parks, community planning and development and administration. Services provided by the City are classified according to activity and presented as operating departments/ divisions in the Budget.

Revenue-

The top five sources of revenue for the general fund excluding transfers in from the Water and Sewer Fund are Property Tax (31%), Sales Tax (20%), Franchise Fees (8%), Fines (10%) and Trash Collection Fees (22%). The latter is mostly offset by fees charged by the Contractor to provide the service so the net income from this source is only 5%.

Property Tax- The 2015-16 Budget proposes a total tax rate for O&M and Debt of \$0.628000 per \$100 of assessed valuation which is the same rate as last year. With the increase in assessed value of \$2,640,292 the same tax rate will generate an additional \$14,079 in income. To put this in perspective the following chart shows tax rate comparison from year to year over the last 12 years.



It shows that the O&M rate has remained relatively constant over that time period at around \$0.400000 cents. The biggest change is seen in the "Debt" rate which went from \$0.1498000 to \$0.21800 in 2014-15 and is proposed to stay the same for the coming year. Inasmuch as the total debt service on currently held bonds is approximately \$400,000 per year over the next four years and revenue generated by a \$0.21800 rate is around \$172,000, which is only 43% of the total debt obligation, it is recommended that this rate not be reduced.

In the event that the current debt is re-scheduled and the debt service obligation is significantly reduced in the near future, it would be recommended that the current rate for the debt portion of the tax rate continue about at the same level. This would reduce reliance on Water/Sewer revenue to fund these obligations. Any savings that would accrue could be put towards funding needed capital improvements in the Water/Wastewater Systems and building cash reserves.

Sales Tax- The City collect \$0.01 cent of the 8^{1/4}% sales tax collected by the state. The collection rate has been quite volatile over the last several years. It reached a high of \$235,000 in 2009 but was as low as \$185,000 in 2012. Based on the results in 2014 of \$227,000 it was expected that beer and wine sales as well as the new Dollar General store would result in higher collections for the current year. This has not been the case and it would appear that unless things turn around in the last two months of this year, there will be a shortfall in sales tax compared to the estimate. For this reason, for the 2015-16 fiscal year, sales tax collections are estimated at \$225,000.

Franchise Fees – This fee is assessed certain utilities at between 5 and 10% of sales to compensate the City for use of its right-of-way. During the 2014-15 fiscal year it became apparent that perhaps, due to the condition of the economy, franchise fees would also be less than expected.

Garbage Collection Fees – Based on the current rate of collections for 2014-15, income from this source is expected to increase slightly with no corresponding increase in the fees paid.

Fines - Collections for fines and forfeitures reached a peak in 2013 but have been declining since then. They are not expected to top \$100,000 this year but we look for a better rate of collections next year.

Transfers in from Utility Fund- There are an annual transfer of funds from the water and Sewer Fund that varies each year depending on need. For 2015-16 it is raised to \$220,000 to cover anticipated reductions in revenue from sales tax, franchise fees and fines.

You will note that two categories of revenue do not have estimates for the 2015-16 fiscal year. These are revenue from cemetery operations and the recreation program which are swimming pool fees. Cemetery Operations have been moved to its own fund and is found after the Water/Sewer Fund. The swimming Pool has been closed pending a comprehensive study of the costs to renovate the pool. Should the City Council along with help from the OMDD decide to fund this project and it is completed in time for the 2016 swim season, an amendment to the Budget will be made in the Spring of 2016 to appropriate funds for this enterprise.

A Complete listing of revenues for the general fund by line item, with comparisons of the amounts budgeted and collected year-to-date begin on the following page.

Adopted FY 2015-16 Annual Operating Budget

10 General Fund

Revenue

Admin. Taxes -110

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Prop. Taxes-Current	313,355	313,355	295,458	91%	325,029	325,029
Prop Taxes Delinquent	31,500	29,000	15,588	73%	21,500	21,500
State Sales Tax	240,038	226,846	164,908	73%	225,000	225,000
Tax Penalties and Int.	-	-	-	0%	6,000	6,000
Tax Collect Fees - Atty	-	-	-	0%	3,500	3,500
SubTotal Taxes	584,893	569,201	475,954	81%	581,029	581,029

Fees- 112

Building Permits/fees	6,250	9,000	8,084	67%	12,000	12,000
Animal Shelter	-	100	70	70%	100	100
Franchise Fees	107,000	92,000	79,809	92%	87,000	87,000
OEDC Admin. Fee	600	-	-	0%	-	-
RV Park Rental	5,000	6,000	5,375	90%	6,000	6,000
OEDC Admin Fee	-	5,000	2,000	17%	12,000	12,000
OMDD Admin. Fee	-	4,800	1,600	17%	9,600	9,600
City Hall DumpsterRev	200	-	-	0%	-	-
SubTotal Fees	119,050	116,900	96,937	77%	126,700	126,700

Other Revenue -114

Sale of Assets	2,000	20,000	-	0%	5,000	5,000
Bldg. rental-Com. Bldg	3,700	5,400	3,220	60%	5,400	5,400
Donations	500	2,500	2,500	100%	2,500	2,500
Interest Income	-	50	30	0%	50	50
Copies/Fax	250	250	141	56%	250	250
Intergovernm'tl Rev.	25,000	30,000	27,376	91%	30,000	30,000
Misc. (Coke machine)	20	110	71	65%	110	110
Returned Check Fee	25	25	-	0%	25	25
SubTotal Other GF Revenue	31,495	58,335	33,338	77%	43,335	43,335

200 Municipal Court

Warrant Fees	10,000	10,000	9,090	76%	12,000	12,000
Fines	142,588	109,281	64,281	56%	115,000	115,000
Police Reports	600	300	94	188%	50	50
SubTotal Muni. Court Revenue	153,188	119,581	73,465	48%	127,050	127,050

10 General Fund (cont.)**Revenue****610 Recreation**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Swimming Pool Rental	4,000	-	-	0%	-	-
Life Guard Training	600	-	-	0%	-	-
Swim Pool Concessions	1,000	-	-	0%	-	-
Subtotal Recreation	5,600	-	-	0%	-	-

Cemetery O&M**Revenue**

Donations	400	400	275	0%	-	-
Cemetery Plot Sales	5,147	4,647	2,293	0%	-	-
Interment Fees	1,919	1,019	1,100	0%	-	-
Subtotal Cemetery	7,466	6,066	3,668	0%	-	-

450 Public Works -Sanitation

City Hall Dumpster income	-	400	440	0%	400	400
Garbage Sales	241,740	234,303	175,482	73%	246,018	246,018
Subtotal Public Works	241,740	234,703	175,922	71%	246,418	246,418

General Fund Transfers in

Transfers in from W&S	230,000	200,000	120,000	55%	220,000	220,000
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Total General Fund Rev.

1,373,432	1,304,786	979,284	75%	1,344,532	1,344,532
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Expenditures by Department/Division

Appropriations for total General Fund expenditures are proposed to be \$1,344,572 which is a little over one quarter of one percent above the 2014-15 total of \$1,309,090. The 2015-16 Budget does not add any new programs and only a slight adjustment in salary and benefits for its 18 full-time employees. A Flexible Spending Plan is proposed to be added to the benefits package and vision plan. The costs of both of these benefits were easily absorbed by a reduction in Medical Plan benefits of about 10%. No cost of living nor market adjustments are proposed at this time however, depending on how the revenue falls and the possibility of re-scheduling long term debt before the first debt service payments are due in February, it is likely that some adjustments to the compensation program may be submitted for consideration later in the year.

Another mitigating factor in the small incremental increase in the budget over last year was the deletion, at least for the time being, of expenses for operating the City's municipal pool. Should an assessment of the condition of the pool prove feasible to renovate it in time for the 2016 swim season, a determination will be made in February or March to amend the budget to include expenses for the pool operations.

Movement of the Cemetery Maintenance and Operations from the General Fund to its own standalone proprietary fund reduced, expenditures compared to last year by approximately \$20,000.

Administration

This Department includes expenses related to the Legislative/Executive Function or City Council, the City Manager, the City Secretary and Finance. In addition, Information Technology, Planning and Development and Municipal Court are broken out to budget for and track expenses related to their operations.

The following table documents the number of positions and authorized full time equivalent positions authorized for 2015-16.

Authorized Personnel		Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
ADMINISTRATION							
City Manager	12	1	1	1	1.00	1.00	1.00
City Secretary	-	1	0	0	1.00	0.00	0.00
City Secretary/ Planning & Community Development.	8	0	1	1	0.00	1.00	1.00
Director of Finance	6	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total		3	3	3	3.00	3.00	3.00

The table on the following page contains proposed appropriations for the Administration Department for FY 2015-16 as well as prior year activity.

10 General Fund**100 Administration****Expenditures**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	134,736	147,274	105,034	76%	137,545	137,545
Salary-Community bldg..	3,600	3,600	2,700	0%	-	-
Vision Plan	-	-	-	0%	318	318
Flex Spending	-	-	-	0%	118	118
Mayor & Council	2,400	2,400	1,820	0%	-	-
Unemployment Ins	1,823	270	104	39%	270	270
Payroll Retirement	3,100	2,783	1,703	107%	1,596	1,596
Payroll Health Ins	17,518	18,097	12,802	81%	15,851	15,851
Payroll Dental ins	1,086	1,171	849	68%	1,249	1,249
Payroll Life ins	122	126	89	73%	122	122
Payroll FICA	8,421	11,479	8,236	72%	11,362	11,362
Car Allowance	3,600	3,600	2,630	0%	-	-
Workers Comp	311	1,063	681	103%	664	664
Travel Expenses	1,000	3,100	2,567	80%	3,200	3,200
Training	1,200	900	1,010	67%	1,500	1,500
Postage	580	1,780	1,101	73%	1,500	1,500
Office Supplies	3,500	5,000	2,926	65%	4,500	4,500
Copies & copier	1,500	1,500	1,018	68%	1,500	1,500
Dues & Subscriptions	1,800	1,500	1,444	96%	1,500	1,500
Advertising	2,500	9,500	4,618	54%	8,500	8,500
Office Equipment	500	700	864	123%	700	700
Legal & Audit	45,000	30,000	16,201	46%	35,000	35,000
Pest Control	1,600	1,600	1,161	73%	1,600	1,600
Gas Entex	4,500	2,500	1,375	69%	2,000	2,000
Telephone	5,500	4,500	3,213	71%	4,500	4,500
Electricity	76,000	111,000	91,378	369%	24,777	24,777
Rusk Co. CAD Appraisal Fees	6,500	6,500	5,467	64%	8,500	8,500
Smith Co. CAD Appraisal	500	500	356	71%	500	500
Building Maintenance	6,000	12,000	10,740	90%	12,000	12,000
Land/Building Lease	-	100	100	0%	100	100
Liability ins.	5,311	6,111	5,717	89%	6,417	6,417
Gas/Oil	200	600	421	84%	500	500
Vehicle Maint. Repair	-	100	77	0%	150	150
Tax Collection Fees	15,000	11,000	6,724	61%	11,000	11,000
Contract Labor	15,000	1,000	916	0%	1,000	1,000
Comm. Center Supplies	150	400	217	87%	250	250
Fireworks	2,500	-	-	0%	-	-
Election Fees Rusk County	-	7,000	6,729	192%	3,500	3,500
Subtotal Administration	373,058	410,754	302,988	100%	303,790	303,790

Information Technology – This section was added last year to account for expenses in acquisition of IT equipment and to provide for an appropriate level of maintenance of the network, software and hardware. Maintenance is performed by an outside contractor.

**130 Information Technology
Expenditures**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Computer Hardware	5,000	1,000	1,038	21%	5,000	5,000
Computer Software	2,500	4,500	2,550	64%	4,000	4,000
IT Maintenance Services	10,000	10,930	6,700	56%	12,000	12,000
USTI License/Maintenance	2,430	3,500	3,155	90%	3,500	3,500
Subtotal Information Tech.	19,930	19,930	13,443	55%	24,500	24,500

Planning and Community Development – Beginning in 2014, the City embarked on a process of reviewing and re-establishing controls over planning, zoning and building issues. A permitting process was implemented for all building related activities by the City Secretary/Planning Development Coordinator. Although no employee time is charged to this activity, the City Secretary performs all the necessary functions as needed. It does generate sufficient revenue to cover the costs of inspection and permitting.

**250 Planning and Community
Development**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Training	-	-	-	0%	500	500
Dues & Subscriptions	-	250	106	96%	110	110
Legal Fees	-	2,000	1,770	118%	1,500	1,500
Contract Services - Inspect.	2,500	3,600	2,445	70%	3,500	3,500
Engineering Services	1,500	-	-	0%	-	-
GIS Services	3,000	-	-	0%	-	-
Subtotal Planning/Comm. Develop.	7,000	5,850	4,321	77%	5,610	5,610

Municipal Court- The Municipal Court Section operation is under the nominal supervision of the City Manager, to provide some separation between the enforcement and judicial functions.

No significant changes are contemplated for this activity in the coming year. Staffing includes a part time Judge who is on contract and a full time Municipal Court Clerk as shown below.

Authorized Personnel	Grade	Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
Municipal Court Clerk	2	1	1	1	1.00	1.00	1.00

The proposed appropriations for Municipal Court follow:

200 Municipal Court Expenditures

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries-Clerk	24,679	25,922	18,534	72%	25,764	25,764
Salary-Judge /Jury fees	4,800	4,800	3,600	75%	4,800	4,800
Unemployment Fees	261	90	-	0%	90	90
Payroll retirement	568	510	322	103%	313	313
Health Ins.	5,839	6,032	4,267	81%	5,284	5,284
Payroll-Dental	362	390	283	68%	416	416
Payroll-Life ins.	41	42	30	72%	41	41
Payroll FICA	1,901	1,925	1,418	55%	2,579	2,579
Workers comp	111	42	-	0%	111	111
Travel Expense	200	-	-	0%	200	200
Training	200	-	-	0%	200	200
Postage	180	180	49	49%	100	100
Office Supplies	720	934	378	76%	500	500
Copies & Copier	1,400	1,400	1,018	73%	1,400	1,400
Dues/Subscriptions	-	-	-	0%	-	-
Legal & professional Serv.	-	5,000	3,513	70%	5,000	5,000
Computer Expense	-	1,300	1,265	253%	500	500
Jail Expense	100	-	-	0%	-	-
Subtotal Municipal Court	41,362	48,567	34,677	73%	47,298	47,298

Police Department-

This Department is composed of a number of Divisions those in larger cities would be separated out to facilitate accounting for the various activities. The size of the force in Overton however makes this impractical but some of the functions performed are a 24/7 dispatching service by the 9-1-1 Emergency Communication Section.

There are other functions that are performed by the department apart from Enforcement that contribute to a comprehensive public safety program. For example, this Department is also responsible for Code Enforcement. A certified Code Enforcement Officer is on staff but only works in Code Enforcement as her other duties allow.

The City has a very active and award winning K-9 unit that has successful led to the apprehension and conviction of drug abusers and traffickers.

The following chart contains a listing of authorized positions in the Police Department and dispatch. A total of 0.30 FTE's was added to the Part Time Police Officer position who is also the Animal Control Officer.

		Positions			Full Time Equiv. Pos.		
Authorized Personnel	Grade	2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
POLICE DEPARTMENT							
Chief of Police	10	1	1	1	1.00	1.00	1.00
Police Captain	6	1	1	1	1.00	1.00	1.00
Police Officer Code Enforcement	5	1	1	1	1.00	1.00	1.00
Police Officer (K-9 cert)	4	1	1	1	1.00	1.00	1.00
Police Officer	4	2	2	2	2.00	2.00	2.00
Police Officer PT Animal Control	1	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.50</u>	<u>0.50</u>	<u>0.80</u>
Sub-total		7	7	7	6.50	6.50	6.80
Dispatcher	2	2	2	2	2.00	2.00	2.00
Dispatcher Pt.	1	<u>2</u>	<u>2</u>	<u>2</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Sub-total		<u>4</u>	<u>4</u>	<u>4</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Police Department		11	11	11	9.50	9.50	9.80

The 2015-16 Budget appropriations for the Police Department are shown on the following page by line item. The difference between the Proposed and Adopted amounts is due to the slight increases necessary to fund the additional 0.30 FTE for the Animal Control Officer.

310 Police Department**Expenditures**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	291,880	311,111	220,172	71%	303,517	311,504
Overtime	11,816	-	-	0%	28,143	28,143
Payroll Unemployment	-	990	424	42%	1,000	1,000
Retirement	-	5,241	3,188	91%	3,418	3,506
Health Ins.	2,500	46,453	32,341	77%	42,271	42,271
Dental Ins.	1,500	3,003	2,144	64%	3,332	3,332
Life ins.	3,000	323	225	69%	326	326
FICA	21,255	23,559	16,856	79%	20,729	21,260
EMP Allowance	-	14	14	0%	-	-
Worker Comp.	8,101	8,418	4,895	50%	9,468	9,711
Travel Exp.	2,885	2,885	2,107	140%	1,500	1,500
Training	1,200	1,200	(368)	-37%	1,000	1,000
Postage	225	225	149	66%	225	225
Office Supplies	1,400	1,000	828	83%	1,000	1,000
Copies/Copier	1,400	1,100	1,018	73%	1,400	1,400
Dues & Subscriptions	-	326	451	0%	400	400
Advertising	-	-	-	0%	-	-
Cell Phone Allowance	-	229	152	25%	600	600
Telephone	4,226	4,226	2,430	67%	3,600	3,600
Build Maintenance	600	1,700	962	64%	1,500	1,500
Liability ins.	10,009	10,009	7,492	71%	10,509	10,509
Materials/Supplies	1,500	1,200	1,127	81%	1,400	1,400
Gas&Oil/tires	18,000	9,000	7,162	72%	10,000	10,000
Vehicle Repair	7,500	7,500	4,961	58%	8,500	8,500
Equipment	3,500	2,000	528	53%	1,000	1,000
Uniforms	1,000	1,000	40	4%	1,000	1,000
Animal Shelter	1,000	500	230	58%	400	400
Forensics	1,000	1,000	-	0%	1,000	1,000
Maint. Equip	200	300	366	122%	300	300
Physicals Emp.	540	540	-	0%	250	250
Dog Food	400	400	295	59%	500	500
Vet Fees	800	1,400	1,473	123%	1,200	1,200
Subtotal Police Department	397,437	446,852	311,663	67%	459,488	468,337

Public Works Department-

This portion of the Budget includes fiscal information on that portion of work done by the Public Works Crew responsible for maintaining the infrastructure generally associated with the general fund. This include streets, drainage systems, the dam, traffic signs, buildings, parks, grounds, rights-of-way, etc. There are a total of five positions authorized but funding for only four of them. Keeping in mind that they are also responsible for maintenance and operations of the Water and Wastewater Systems only 20% of their time is budgeted the Department in the General Fund. The remainder (80%) is accounted for in the Utility fund.

The following chart shows this breakdown by authorized position of staff funded by general fund resources.

Authorized Personnel		Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
PUBLIC WORKS-General Fund							
Public Works Supt.	6	1	1	1	1.00	1.00	0.20
P W Util. Worker	4	1	1	1	1.00	1.00	0.20
Public Works Maint. (Crew Leader)	3	0	0	1	0.00	0.00	0.20
Public Works Maint.	2	<u>0</u>	<u>0</u>	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		2	2	2	2.00	2.00	1.00

As shown on the chart, a total of 1.00 Full time equivalent positions are allocated to maintain the City's 26.3 miles of local roads of which 54% are oil dirt and over half of those in poor condition.

Appropriations for the General Fund functions of Public Works are shown in the chart on the following page.

Public Works**410 Street & Infrastructure Main****Expenditures**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	75,400	34,637	26,682	114%	23,455	23,455
Salary-Community bldg..	-	-	-		3,600	3,600
Unemployment Taxes	-	392	319	0%	72	72
Retirement	1,657	653	446	156%	285	285
Health Ins.	17,518	6,615	4,812	114%	4,227	4,227
Dental Ins.	1,086	432	324	97%	333	333
Life Ins.	122	47	34	104%	33	33
FICA	4,505	2,585	2,041	93%	2,189	2,189
Workers Comp.	3,183	1,042	660	64%	1,025	1,025
Travel/Expenses	1,000	-	-	0%	-	-
Training	400	-	(48)	0%	-	-
Gas-Entex	75	2,000	1,181	66%	1,800	1,800
Electricity	-	-	-		104,321	104,321
Liability insurance	-	2,200	1,539	67%	2,310	2,310
Materials & Supplies	1,500	10,000	6,402	64%	10,000	10,000
Gas & Oil	7,800	1,300	1,513	101%	1,500	1,500
Vehicle Repairs	2,000	1,500	774	43%	1,800	1,800
Equipment	1,000	3,500	1,098	31%	3,500	3,500
Uniforms	1,200	-	-	0%	-	-
Pool Repairs	5,000	-	-	0%	-	-
Engineering Services	-	960	960	0%	-	-
Grounds Repairs Cut Grass	23,000	19,000	13,500	0%	-	-
Subtotal - Streets & Infra.	146,446	86,863	62,238	39%	160,450	160,450

Swimming Pool- Although the swimming pool did not open for the 2015 Swim Season, funds were budgeted at the beginning of last year and it would have cost more to drop the telephone account than continue on until the contract period ended. For this reason, there are phone charges in 2015 and the following table was included.

If the swimming pool is renovated and in shape to be re-opened in 2016, this budget section will be re-activated.

610 Swimming Pool	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	9,500	-	-	0%	-	-
FICA	618	-	-	0%	-	-
Workers Comp.	120	-	-	0%	-	-
Telephone	-	-	173	0%	-	-
Materials & Supplies (pool)	8,200	-	-	0%	-	-
Swimming pool Repairs	3,500	-	-	0%	-	-
Subtotal Swimming Pool	21,938	-	173	0%	-	-

Sanitation- This activity is performed by contract with Allied Waste. Based on last month's billing, the appropriation for this contract has been increased by 5%.

450 Sanitation	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Allied Waste Contract	172,076	182,000	128,014	67%	191,100	191,100

Special Events Donations- To make sure there is public transparency with respect to donations made by the City with public funds, this section has been added so that the Council may deliberate and make a decision on each one.

620 Special Event- Donations	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Annual Fire Works	-	3,300	-	0%	3,500	3,500
Annual Easter Egg Hunt	-	240	240	0%	250	250
Awards - Celebrations	-	3,000	2,272	0%	1,500	1,500
Contribution to Library	-	500	500	0%	500	500
Subtotal Special Events	-	7,040	3,012	0%	5,750	5,750



Overton Volunteer Fire Department and EMS Services -

The Overton Volunteer Fire Department consists of a 25 man volunteer unit that runs 10 fire trucks, as well as a rescue unit. Ambulance service is provided to residents through Champion EMS.



The Overton Volunteer Fire Department not only provides an exception financial value to the City of Overton but also provides excellent firefighting and rescue services at a fraction of the cost of a paid fire department.

550 Fire Dept -EMS Services

Expenditures

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Workers Comp	1,086	926	805	85%	950	950
Training Travel Expenses	4,000	4,000	-	0%	5,800	5,800
Dues & Subscriptions	1,200	1,200	1,161	97%	1,200	1,200
Cell Phone allowance	-	648	174	15%	1,200	1,200
Gas Entex	2,000	2,000	1,789	60%	3,000	3,000
Telephone	2,700	4,000	3,022	76%	4,000	4,000
Electricity	-	-	-	0%	1,497	1,497
Liability ins.	3,968	3,968	2,152	52%	4,166	4,166
Materials/supplies	500	500	63	13%	500	500
Gas/Oil	2,500	2,500	445	18%	2,500	2,500
Protective Gear	6,000	3,000	1,464	24%	3,000	6,000
Vehicle/Repair/Test	3,000	4,000	2,630	75%	3,500	3,500
Equipment/Repair/Test	5,000	4,000	2,191	55%	4,000	4,000
Firemen Fees	7,500	6,500	5,115	79%	6,500	6,500
Uniforms	-	-	-	0%	500	500
Building Maint.	500	500	219	44%	500	500
EMS Services	-	24,000	15,000	42%	36,000	36,000
Subtotal Fire & EMS	39,954	61,742	36,230	44%	78,813	81,813

Transfers Out To

Each year, the General fund may be required to transfer money to other accounts in order to fund specific items that are the General Funds responsibility but are paid out of different funds.

In the 2015-16 budget the transfer shown below is to provide funding in the Debt Service fund for payment on a loan made to build the EMS station and to purchase two police vehicles. These obligations total \$35,973.00.

Transfers Out To	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Fund 33 Debt Service COs	-	30,000	-	0%	-	-
Fund 34 Debt Service Notes	-	1,592	-	0%	35,973	35,973
Fund 50 GF Cap. Improve.	50,000	8,000	6,378	0%	-	-
Subtotal Transfers Out	50,000	39,592	6,378	18%	35,973	35,973

The following table shows the total authorized positions and FTE's for the General Fund. There is actually a reduction of 0.70 FTE's between the last fiscal year and 2015-16.

Authorized Personnel		Grade	Positions			Full Time Equiv. Pos.		
			2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
General Fund	Grand Total		17	17	17	15.50	15.50	14.80

Total estimated Revenue and Appropriations for Expenditures for the General Fund are as follows:

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Total Revenue	1,373,432	1,304,786	979,284	73%	1,344,532	1,344,532
Total Expenditures	1,269,201	1,309,190	903,136	68%	1,321,621	1,324,621
Projected Surplus/ (Deficit)	104,230	(4,405)	76,147		22,911	19,911

While a surplus of \$19,911 is indicated, these funds will be used to begin to grow a cash Reserve for the General Fund. By any measure this reserve should be \$250,000 minimum, but this will be the first step in reaching that goal.

UTILITY FUND (WATER/SEWER)

The Utility Fund is a proprietary fund that is operated on a business type basis, with the exception that it is not intended to turn a profit but it is intended to cover its costs. In an effort to facilitate the analysis needed to allocate costs between water and sewer, the Utility Fund has been broken down into an administrative Section, two operating Divisions and a section to identify transfers out to other funds for other purposes, for both water and sewer.

Because the bonded debt of the City was primarily used for water and sewer projects, it provides most of the funding over 60% of the debt service amounts. If the Bonds are refunded, the current amount derived from the debt portion of the tax rate may be used to cover the much reduced annual debt service payments which will free up water and sewer revenue for an extensive Water and Sewer Capital Improvement Program that is sorely needed.

Revenue-

Water and Wastewater Utility operations are funded primarily through user fees. The City's utility infrastructure and service delivery systems are in dire need of upgrades and improvements to provide reliable and compliant water distribution and wastewater collection and treatment services. Some of those needs are addressed in the Capital Improvement Section of the Budget. In order to provide sufficient funding to begin to address these needs, rate increases for both the water and sewer enterprises were recommended. The charts on the following two pages show the rates approved by the City Council in adopting the Rate Ordinance that Appears in Appendix G beginning on page 61.

Generally the left hand column on both charts contain the rates currently charged by the City for the category of customer and each rate block as indicated. The right hand column reflects the new rates scheduled to go into effect on November 1, 2015.

In the extreme right hand column, a calculation has been made that shows the percentage increase that will occur by customer class and for each rate block. For instances, for a water customer that consumes 5,000 gallons in a billing period, the rate increase will be 3.23% over those rates currently charged. For a Sewer customer that consumes 5,000 gallons in a billing period, the charge will show an 8.03 percent increase or \$1.05 more under the new rates.

While these rate increases are not insubstantial it should also be pointed out that the City has among the lowest rates for water and sewer when compared to other cities or utility systems in Texas, that are relatively equal in size to the City of Overton.

The numbers within the yellow boxes show the City's rank considering the bench mark rates, in comparison with 136 other cities in Texas with populations of between 1,500 and 3,500. The City of Overton's population is approximately 2,500.

The City's benchmark water rates are below 85 other comparable cities even after the increase. For wastewater rates, Overton is 97th out of 136 comparable cities.

SEWER RATES 2016**Base Rate****Volume Rate****Bench Mark Rates****Residential :****Summary of Changes for Residential customers - Add \$0.75 to base rate and \$0.30 to volume rate.****Meter ≤ 3/4"**

Gallons	Current Rates		Overton 2.5K Population	Average * of 136 Cities w/ Population 1.5K to 3.5K	Overton % below Avg. of cities at Current Rates	Recommended Rates			Overton % below Avg. At Proposed Rates	\$ per Mo. Inc.
	Minimum 0 to 4,000 gal.	@1,000 Gal ≥ 4,001 gal				Min. 0 to 4,000 gal.	% Inc.	@1,000 Gal ≥ 4,001 gal		
4,000	\$ 14.75	\$ 2.50				\$ 15.50	5.1%	\$ 2.80		\$ 0.75
5,000	\$ 17.25		\$ 17.25	\$ 25.24	-32%	\$ 18.30			6.09%	\$ 1.05
6,000	\$ 19.75					\$ 21.10			6.84%	\$ 1.35
7,000	\$ 22.25					\$ 23.60			6.07%	\$ 1.35
8,000	\$ 25.00					\$ 26.40			5.60%	\$ 1.40
9,000	\$ 25.00					\$ 27.00			8.00%	\$ 2.00
10,000	\$ 25.00		\$ 25.00	\$ 35.11	-29%	\$ 27.00			8.00%	\$ 2.00
			91st							
									80th	

* TML Survey 2014 Rates

Commercial :**1 Meter < 2"****Summary of Changes for Commercial 1 customers - Add \$0.75 to base rate and \$0.35 to volume rate.**

Gallons	Current Rates		Base 4K	Recommended Rates			\$ per Mo. Inc.
	Min. 0 to 4,000 gal.	@1,000 Gal ≥ 4,001 gal		Min. 0 to 4,000 gal.	% Inc.	@1,000 Gal ≥ 4,001 gal	
Base 4K	\$ 14.75	\$ 2.75		\$ 15.50	5.1%	\$ 3.10	\$ 0.75
5,000	\$ 17.50			\$ 18.60			\$ 1.10
8,000	\$ 25.75			\$ 27.90			\$ 2.15
10,000	\$ 26.00			\$ 28.00			\$ 2.00
15,000	\$ 26.00			\$ 28.00			\$ 2.00

2 Meter ≥ 2"**Summary of Changes for Commercial 2 customers - Add \$1.00 to base rate and \$0.25 to volume rate.**

	Current Rates		Base 5K	Recommended Rates			\$ per Mo. Inc.
	Min. 0 to 5,000 gal.	@1,000 Gal ≥ 5,001 gal		Min. 0 to 5,000 gal.	% Inc.	@1,000 Gal ≥ 5,001 gal	
Base 5K	\$ 29.50	\$ 3.50		\$ 31.00	3.4%	\$ 3.75	\$ 1.50
10,000	\$ 47.00			\$ 48.50			\$ 1.50
15,000	\$ 64.50			\$ 66.00			\$ 1.50
20,000	\$ 82.00			\$ 83.50			\$ 1.50

Prison:**3 Meter 6"****Summary of Changes for Correctional Facility- Add 5.0% to base rate and \$0.45 to volume rate.**

	Current Rates		Base 1M	Recommended Rates			\$ per Mo. Inc.
	Minimum < 1,000,000 gal	@1,000 Gal ≥ 1,000,001 gal		Minimum < 1,000,000 gal	% Inc.	@1,000 Gal ≥ 1,000,001 gal	
Base 1M	\$ 6,987.50	\$ 3.50		\$ 7,336.88	5.0%	\$ 3.95	\$ 349.38
100,000	\$ 7,337.50			\$ 7,731.88			\$ 394.38
200,000	\$ 7,687.50			\$ 8,126.88			\$ 439.38
300,000	\$ 8,037.50			\$ 8,521.88			\$ 484.38

WATER RATES**Base Rate****Volume Rate****Bench Mark Rates****Residential :****Summary of Changes for Residential customers - Add \$0.50 to base rate and \$0.30 to volume rate.****Meter ≤ 3/4"**

Gallons	Current Rates		Overton 2.5K Population	Avg. 136 Cities * 1.5K to 3.5K Population	Overton % below Avg. of cities at Current Rates	Recommended Rates			Overton % below Avg. at Proposed Rates	\$ per Mo. Inc.
	Minimum 0 to 3,000 gal.	@1,000 Gal ≥ 3,001 gal				Minimum 0 to 3,000 gal.	% Inc.	@1,000 Gal ≥ 3,001 gal		
Base 3K	\$ 21.25	\$ 3.30				\$ 21.75	4.9%	\$ 3.50		\$ 0.50
4,000	\$ 24.55					\$ 25.25	2.85%			\$ 0.70
5,000	\$ 27.85		\$ 27.85	\$ 33.31	-16%	\$ 28.75	3.23%		-14%	\$ 0.90
6,000	\$ 31.15		96th			\$ 32.25	3.53%		85th	\$ 1.10
7,000	\$ 34.45					\$ 35.75	3.77%			\$ 1.30
8,000	\$ 37.75					\$ 39.25	3.97%			\$ 1.50
9,000	\$ 41.05					\$ 42.75	4.14%			\$ 1.70
10,000	\$ 44.35		\$ 44.35	\$ 51.50	-14%	\$ 46.25	4.28%		-10%	\$ 1.90
			91st						75th	

* TML Survey 2014 Rates

Commercial :**1 Meter < 2"****Summary of Changes for Commercial 1 customers - Add \$1.10 to base rate and \$0.35 to volume rate.**

Gallons	Current Rates		Base 3K	Recommended Rates			\$ per Mo. Inc.
	Min. 0 to 3,000 gal.	@1,000 Gal ≥ 3,001 gal		Min. 0 to 3,000 gal.	% Inc.	@1,000 Gal ≥ 3,001 gal	
Base 3K	\$ 21.35	\$ 3.85		\$ 22.45	5.2%	\$ 4.00	\$ 1.10
5,000	\$ 29.05			\$ 30.45	4.82%		\$ 1.40
10,000	\$ 48.30			\$ 50.45	4.45%		\$ 2.15
15,000	\$ 67.55			\$ 70.45	4.29%		\$ 2.90

2 Meter ≥ 2"**Summary of Changes for Commercial 2 customers - Add \$1.25 to base rate and \$0.30 to volume rate.**

Gallons	Current Rates		Base 5K	Recommended Rates			\$ per Mo. Inc.
	Min. 0 to 5,000 gal.	@1,000 Gal ≥ 5,001 gal		Min. 0 to 5,000 gal.	% Inc.	@1,000 Gal ≥ 5,001 gal	
Base 5K	\$ 34.00	\$ 3.85		\$ 35.25	5.4%	\$ 4.15	\$ 1.25
10,000	\$ 53.25			\$ 56.00	5.16%		\$ 2.75
15,000	\$ 72.50			\$ 76.75	5.86%		\$ 4.25
20,000	\$ 91.75			\$ 97.50	6.27%		\$ 5.75

Prison:**3 Meter 6"****Summary of Changes for Correctional Facility- Add 5% to base rate and \$0.25 to volume rate.**

Gallons	Current Rates		Base 1M	Recommended Rates			\$ per Mo. Inc.
	Minimum < 1,000,000 gal	@1,000 Gal ≥ 1,000,001 gal		Minimum < 1,000,000 gal	% Inc.	@1,000 Gal ≥ 1,000,001 gal	
Base 1M	\$ 7,613.81	\$ 4.50		\$ 7,994.50	5.0%	\$ 4.75	\$380.69
100,000	\$ 8,063.81			\$ 8,469.50	5.03%		\$405.69
200,000	\$ 8,513.81			\$ 8,944.50	5.06%		\$430.69
300,000	\$ 8,963.81			\$ 9,419.50	5.08%		\$455.69

These rates will go into effect on November 1st, 2016. The amount of revenues expected to be generated in support of water and sewer operations are contained in the table on the following page.

60 Water and Sewer Fund Water Sales\ Revenue

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Interest Income	-	100	87	0%	100	100
Bulk Water sales	250	250	-	0%	250	250
Water Sales	975,000	712,666	544,059	71%	762,553	762,553
Water taps	600	2,600	2,551	102%	2,500	2,500
Reconnect Fees	4,033	5,033	5,061	101%	5,000	5,000
Returned checks fee	800	1,200	1,189	108%	1,100	1,100
Late Fees	25,000	22,000	17,407	87%	20,000	20,000
Connect Fees	12,000	12,000	10,225	97%	10,500	10,500
Sub-total Water Sales	1,017,683	755,849	580,579	72%	802,003	802,003

Sewer Sales and Service

Sewer sales	24,264	306,298	224,093	67%	333,865	333,865
Sewer Taps	600	800	800	100%	800	800
Reimbursement of Expenses	-	-	-	0%	45,000	45,000
Sub-total Sewer Sales	24,864	307,098	224,893	59%	379,665	379,665

Water/Sewer Total Revenue	1,042,547	1,062,947	805,472	68%	1,181,667	1,181,667
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Expenditures-

Administration - As mentioned above, the expenditure plan has been broken down into four Section beginning with the administrative Division. The only authorized position for this section is the Utility Billing Clerk. This Section also contains expenses that are common to both the water and sewer divisions and are allocated equally in analyzing costs.

The Utility Billing Clerk is the only Authorized Position assigned to this cost group.

Authorized Personnel	Grade	Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
PUBLIC WORKS- Utility Administration							
Utility Billing Clerk	2	1	1	1	1.00	1.00	1.00

The next page reflects budgeted amounts for 2015-16 for the Administrative Section.

Admin. - UB & Common Exp.
Expenditures

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	-	-	-	0%	25,764	25,764
Overtime	-	-	-	0%	-	-
Vision Plan	-	-	-	0%	109	109
Flexible Spending	-	-	-	0%	36	36
Unemployment	-	-	-	0%	90	90
Payroll Retirement	-	-	-	0%	313	313
Payroll Health Ins.	-	-	-	0%	5,284	5,284
Payroll Dental Ins.	-	-	-	0%	416	416
Payroll Life Ins	-	-	-	0%	41	41
Payroll FICA	-	-	-	0%	1,984	1,984
Workers Comp.	-	-	-	0%	116	116
Travel/Expenses	-	930	-	0%	-	-
Postage	5,200	4,700	3,945	76%	5,200	5,200
Office Supplies	1,800	1,800	1,241	113%	1,100	1,100
Copies & Copier	1,200	1,500	1,018	57%	1,800	1,800
Office equipment	1,000	-	-	0%	-	-
Legal/Professional	15,000	12,000	11,520	77%	15,000	15,000
Computers/Software	2,500	7,500	6,832	195%	3,500	3,500
Cell Phone Allowance	-	930	-	0%	2,352	2,352
Telephone	650	1,610	556	46%	1,200	1,200
Liability ins.	6,388	6,388	4,873	73%	6,707	6,707
Uniforms	2,500	3,600	2,626	88%	3,000	3,000
Sub-total Administration.	36,238	40,958	32,610	44%	74,012	74,012

Water Maintenance and Operations – In prior years, the account found on the following page contained combined expenses of Water O&M, Sewer O&M and Administrative costs. These costs are now distributed in the 2015-16 Budget for each of three sections.

Authorized Personnel		Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
PUBLIC WORKS- Water System O&M							
Public Works Supt.	6	1	1	1	1.00	1.00	0.40
P W Util. Worker	4	1	1	1	1.00	1.00	0.40
Public Works Maint. (Crew Leader)	3	0	1	1	0.00	0.00	0.40
Public Works Maint.	2	<u>3</u>	<u>2</u>	<u>2</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		5	5	5	2.00	2.00	1.60

Water - Maint. and Operations**Expenditures**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	105,083	118,708	86,474	184%	46,910	46,910
Overtime	-	-	-	0%	5,963	5,963
Vision Plan	-	-	-	0%	174	174
Flexible Spending	-	-	-	0%	71	71
Unemployment	177	640	154	107%	144	144
Payroll Retirement	1,114	2,304	1,470	258%	569	569
Payroll Health Ins.	14,800	23,843	16,668	197%	8,454	8,454
Payroll Dental Ins.	1,086	1,551	1,119	168%	666	666
Payroll Life Ins	122	168	119	182%	65	65
Payroll FICA	8,039	8,821	6,615	189%	3,505	3,505
Workers Comp.	4,841	4,640	3,111	152%	2,050	2,050
Travel/Expenses	300	300	30	6%	500	500
Training	600	600	286	48%	600	600
Electricity	45,000	110,000	87,929	218%	40,345	40,345
Maintenance/Supplies	71,000	56,000	68,901	230%	30,000	30,000
Gas & Oil	11,000	11,000	8,263	150%	5,500	5,500
Veh. Repair	6,000	16,000	15,543	164%	9,500	9,500
Minor Equipment	20,000	13,000	11,085	111%	10,000	10,000
Contract labor	15,000	8,000	8,061	105%	7,680	7,680
Fire Hydrants	10,000	-	-	0%	-	-
Equipment Maint.	42,500	45,500	43,677	175%	25,000	25,000
Water Tank Inspections	-	1,200	1,200	100%	1,200	1,200
State Permit Fees	6,000	6,000	5,645	87%	6,500	6,500
Water Testing	1,500	1,500	1,317	88%	1,500	1,500
Gen Maint. Water System	40,000	35,000	35,272	196%	18,000	18,000
Fines & Penalties	6,600	1,600	-	0%	13,200	13,200
Sub-total Water M&O	410,762	466,375	402,940	169%	238,096	238,096

Wastewater Maintenance and Operations

This section devoted exclusively to direct Wastewater expenditures is new.

It consists of a breakout of expenses specifically for wastewater operations and maintenance. If you compare the revenue generated by sewer rates with these costs plus the amounts transferred out, it can be seen that sewer revenues do not cover the costs of expenses. This is one reason the sewer rates are proposed to be increased by a larger margin than water rates.

The objective in future years will be to get these rates more in balance.

The following chart shows that 40% of the Public works staff is expected to be charged to Sewer Operations. As experienced is gained in applying employee costs to each of these operations, a more accurate breakdown may be achieved.

Authorized Personnel		Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
PUBLIC WORKS- Wastewater O&M							
Public Works Supt.	6	0	0	0	0.00	0.00	0.40
P W Util. Worker	4	0	0	0	0.00	0.00	0.40
Public Works Maint. (Crew Leader)	3	0	0	0	0.00	0.00	0.40
Public Works Maint.	2	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		0	0	0	-	-	1.60

The chart on the following page contains the proposed appropriations for the Sewer Operations and maintenance for FY 2015-16.

Sewer - Maint. and Operations Expenditures	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Salaries	-	-	-	0%	46,910	46,910
Overtime	-	-	-	0%	5,963	5,963
Vision Plan	-	-	-	0%	174	174
Flexible Spending	-	-	-	0%	71	71
Unemployment	-	-	-	0%	144	144
Payroll Retirement	-	-	-	0%	569	569
Payroll Health Ins.	-	-	-	0%	8,454	8,454
Payroll Dental Ins.	-	-	-	0%	666	666
Payroll Life Ins	-	-	-	0%	65	65
Payroll FICA	-	-	-	0%	3,505	3,505
Workers Comp.	-	-	-	0%	2,050	2,050
Travel/Expenses	-	-	-	0%	-	-
Electricity	-	-	-	0%	55,589	55,589
Maintenance/Supplies	-	-	-	0%	30,000	30,000
Gas & Oil	-	-	-	0%	5,500	5,500
Veh. Repair	-	-	-	0%	9,500	9,500
Equipment	-	-	-	0%	10,000	10,000
Contract labor	-	-	-	0%	5,000	5,000
Fire Hydrants	-	-	-	0%	-	-
Equipment Maint.	-	-	-	0%	25,000	25,000
State Permit Fees	-	-	-	0%	10,000	10,000
Sewer Analysis & Inspect.	5,000	6,200	4,119	82%	5,000	5,000
Gen Maint. SewerSystem	-	-	-	0%	18,000	18,000
Fines & Penalties	-	-	-	0%	-	-
Sub-total Sewer M&O	5,000	6,200	4,119	2%	242,160	242,160
Total Water/Sewer Operations	452,000	513,533	439,670	79%	554,268	554,268

Transfers Out- Water and Sewer Fund

This section records appropriations that subsidize or otherwise fund indirectly related expenses of the Water and Sewer Fund. They are mostly to fund debt service payments but the largest amount is for reimbursing the General Fund for resources used by the Water and Sewer fund. An example is the administrative staff (City Manager, City Secretary, Finance Director) who are charged 100% to the General Fund but spend a great deal of time providing administrative services to the Water and Sewer Fund. Rather than charge these expense directly to Water and Sewer, transfers are made to the General fund from these accounts.

The chart shown below lists the transfers out for Water and Sewer purposes.

Transfers Out- Water

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
To General Fund	230,000	200,000	120,000	109%	110,000	110,000
To Bond I&S. COs	187,055	188,902	93,528	83%	112,942	112,942
To Debt Serv Notes & Loans	47,072	64,147	11,769	21%	55,000	55,000
to Capital Project Water	50,000	39,370	(330)	0%	-	-
to Cap Equipt Acquisition	-	-	7,500	0%	-	-
Sub-total Transfer out Water	514,127	492,419	232,467	84%	277,942	277,942

Transfers Out- Sewer

To General Fund	-	-	-	0%	110,000	110,000
To Bond I&S. COs	-	-	-	0%	112,942	112,942
To Debt Serv Notes & Loans	-	-	-	0%	119,500	119,500
to Cap Project Sewer	50,000	97,810	-	0%	-	-
to Cap Equipt Acquisition	-	7,500	-	0%	-	-
Sub-total Transfer out Sewer	50,000	105,310	-	0%	342,442	342,442

Total Transfers out Water & Sewer

564,127	597,729	232,467	37%	620,384	620,384
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Authorized Positions total 6.0 or 4.20 FTE's.

Authorized Personnel	Grade	Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
Utility Fund	Total	6	6	6	3.00	3.00	4.20

A recap of all Water and Sewer fund Expenditures and Expenses are provided below:

Water/Sewer Fund

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Revenue	1,042,547	1,062,947	805,472	68%	1,181,667	1,181,667
Expenditures	1,016,127	1,111,262	672,137	57%	1,174,652	1,174,652
Difference	26,420	(48,314)	133,336		7,015	7,015



CEMETERY FUND

In fiscal year 2015 the Cemetery Operations and Maintenance Budget was integrated into the General Fund as a separate division. Income from plot sales and interment fees which were the only income received for cemetery services, amount to less than \$4,000 or \$5,000 a year while the minimum operational expenses for the cemetery are over \$18,000 per year. Up to now that difference has to be made up from General Fund revenue such as property taxes, sales taxes, inter-fund transfers, etc.

For 2015-16 a property tax was adopted to provide adequate funding for Cemetery Operations and Maintenance. While it is clear that the City has the authority to impose such a tax rate to fund Operations and Maintenance of Cemeteries for which the City is trustee, imposing such a tax is not common nor handled in the way that ordinary property taxes for General Fund (O&M) are handled. In the interest of transparency and to prepare taxpayers for such a tax, a Town Hall meeting rather than a special called Council meeting will be held to provide a forum for explaining the issues involved and allow citizen's to voice their approval or concerns.

A \$0.05 per \$100 of assessed valuation on property will generate approximately \$37,000 a year in income. This will be sufficient to provide i.) a much higher level of maintenance and landscaping services; ii.) funding for re-paving the internal roads and providing annual maintenance for them; iii.) taking down dead trees; iv.) enhanced security; and v.) improvements in the appearance of the cemetery in general.

The following page contains the proposed budget for the cemetery fund as a stand alone operation much like a proprietary fund. Having it remain in the General Fund would require finding approximately \$40,000 in spending cuts in other programs to maintain the level of service proposed for the new fiscal year.

Cemetery Operations & Maint.**Revenue**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Prop. Taxes-Current	-	-	-	0%	37,000	37,000
Prop Taxes Delinquent	-	-	-	0%	3,500	3,500
Donations	400	400	275	69%	400	400
Cemetery Plot Sales	5,147	4,647	2,293	66%	3,500	3,500
Interment Fees	1,919	1,019	1,100	110%	1,000	1,000
Subtotal Cemetery	7,466	6,066	3,668	8%	45,400	45,400

Expenditures

Salaries	-	-	-	0%	10,010	10,010
Vision Plan	-	-	-	0%	7	7
Flex Spending	-	-	-	0%	8	8
Unemployment Ins	-	-	-	0%	90	90
Payroll Retirement	-	-	-	0%	122	122
Payroll Health Ins	-	-	-	0%	929	929
Payroll Dental ins	-	-	-	0%	73	73
Payroll Life ins	-	-	-	0%	7	7
Payroll FICA	-	-	-	0%	771	771
Workers Compensation	-	-	-	0%	45	45
Maint. Materials					10,000	10,000
Grounds Repairs Cut Grass	23,000	19,000	13,500	75%	18,000	18,000
Landscaping	-	-	-	0%	4,000	4,000
Sub-total Cemetery Fund	23,000	19,000	13,500	31%	44,061	44,061

Revenue	7,466	6,066	3,668	0%	45,400	45,400
Expenditures	23,000	19,000	13,500	31%	44,061	44,061
Difference	(15,534)	(12,934)	(9,832)		1,339	1,339

DEBT SERVICE (I&S) FUNDS

This fund type is used to account for resources used to service the principal and interest payments on long-term debt such as general obligation bonds, revenue bonds, certificates of obligation and tax-exempt leases that are classified as debt.

The following table provides a listing of funding for the two bond issues currently outstanding. For the 2016 Fiscal Year, the total debt service requirement for bonds is \$400,715 with \$172,707 coming from property tax at a rate of \$0.218 per \$100 valuation with the remaining amount coming from surplus water and sewer revenue.

	Total Bonded Debt Service by Year						Surplus Water/ Sewer Revenue	
	<u>GF</u>	<u>W/S</u>	<u>Total CO</u>	Revenue from Tax Rate			<u>Revenue</u>	<u>Total</u>
				<u>AV/100</u>	<u>Tax Rate</u>	<u>Rev</u>		
2015	230,766	162,794	393,560	769,158	0.218	167,676	225,884	393,560
2016	234,930	165,785	400,715	792,233	0.218	172,707	228,008	400,715
2017	225,294	175,376	400,670	816,000	0.218	177,888	222,782	400,670
2018	225,747	173,968	399,715	840,480	0.218	183,225	216,490	399,715
2019	215,909	182,371	398,280	865,694	0.218	188,721	209,559	398,280
2020	181,200		181,200	891,665	0.203	181,200	-	181,200
2021	172,720		172,720	918,415	0.188	172,720	-	172,720
2022	164,240		164,240	945,967	0.174	164,240	-	164,240

The following table provides a detailed listing of Revenue and Expenditures by debt issue.

Debt Service (I&S) Funds
2002-03 Bonds-
Revenue

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Ad Valorem Taxes Current	162,646	157,646	146,510	90%	172,820	172,820
Ad Valorem Taxes Delinquent	11,000	14,000	4,910	45%	2,624	2,624
Transfer In - from Gen Fund	-	30,000	-	0%	-	-
Transfers In Water/Sewer Fund	187,055	188,902	93,528	50%	225,884	225,884
	360,701	390,548	244,948	61%	401,328	401,328

2002 CO Bonds -
Expenditures

2002 CO Bonds- Principal	140,000	140,000	140,000	100%	150,000	150,000
2002 CO Bonds- Interest	32,860	62,010	32,860	100%	54,325	54,325
Paying Agent Fees	-	700	-	0%	-	-
Sub-Total	172,860	202,710	172,860	85%	204,325	204,325

2003 CO and Refunding Bonds

2003 CO Bonds- Principal	150,000	150,000	-	0%	165,000	165,000
2003 CO Bonds- Interest	37,841	37,841	18,920	50%	31,390	31,390
Sub-Total	187,841	187,841	18,920	10%	196,390	196,390

Total Bond Debt Service	360,701	390,551	191,780	48%	400,715	400,715
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In addition to bonded debt, the City has a series of Promissory Notes or Unsecured Loans that were issued to acquire vehicles or provide funding for certain emergency sewer repairs for which funds were not otherwise available. The annual re-payment schedule for those Notes is found in the following table.

	<u>Notes/ Loans</u>				<u>Funding</u>		
	OMDD	EMS Bldg.	Police Vehicles	Total	W/S	Gen Fund	Total
2016	24,500	11,396	24,709	60,605	24,500	36,105	60,605
2017	24,500	11,396	24,709	60,605	24,500	36,105	60,605
2018	24,500	11,396	-	35,896	24,500	11,396	35,896
2019	24,500	120,000	-	144,500	24,500	120,000	144,500
2020	24,500	-	-	24,500	24,500	-	24,500
2021	24,500	-	-	24,500	24,500	-	24,500
2022	24,500	-	-	24,500	24,500	-	24,500
2023	24,500	-	-	24,500	24,500	-	24,500

The budget for appropriating expenditures for each Note are shown as follows:

Notes and Loans

Revenue

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Interest Income	-	50	31	0%	50	50
Other Revenue- OEDC correcting	-	9,500	9,500	0%	-	-
Other Revenue- EMS Bldg. Rental	13,471	3,300	3,300	33%	-	-
Transfers In General Fund	-	-	-	0%	86,976	86,976
Transfers In Water	-	-	-	-	55,000	55,000
Transfers In Sewer	47,072	64,147	11,769	25%	69,500	69,500
Sub-Total	60,543	76,997	24,600	33%	211,526	211,526

Expenditures

EMS Building Loan	12,267	12,267	8,594	70%	12,267	12,267
Citizen's Loan- City Hall	3,046	-	-	0%	-	-
Texas BAT - Police Vehicles	24,709	24,709	24,709	100%	24,709	24,709
Capital 1 Consolidated Loan	11,021	11,021	5,550	50%	-	-
OMDD 95K Promissory Note VAD	9,500	19,000	19,000	200%	9,500	9,500
OMDD 50K Promissory Note WTI	-	10,000	-	0%	5,000	5,000
OMDD 100K Promissory Note Ser	-	-	-	0%	10,000	10,000
Unsecured Bank Loan	-	-	-	0%	150,000	150,000
Sub-Total	60,543	76,997	57,852	27%	211,476	211,476

The combined debt service for all Bonds and Notes total \$612,854, which is fully funded for the 2015-16 fiscal year. However, it is also proposed that the two bond issues be combined and refunded in another Bond issue that would save a considerable amount of interest but more importantly, reduce annual debt service payments on the Bonds by half. This would free up these funds to provide funding for much needed capital improvement projects as listed in the Capital Improvement section of the Budget.

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
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Total Debt Service (I&S) Funds

Revenue	421,244	467,545	269,548	44%	612,854	612,854
Expenditures	421,244	467,548	249,632	41%	612,191	612,191
Difference	-	(3)	19,915		663	663

\$2,900,000 City of Overton
CERTIFICATES OF OBLIGATION & REFUNDING BONDS SERIES 2003

	Principal		Total	Interest	Interest	Total	Grand
	Refunding	Tax Surplus	Principal Due 8/15	Due 2/15	Due 8/15	Interest	Total
2004	\$ 110,000.00	\$ 15,000.00	\$ 125,000.00	\$ 63,042.78	\$ 62,350.00	\$ 125,392.78	\$ 250,392.78
2005	115,000.00	20,000.00	135,000.00	59,662.50	59,662.50	119,325.00	254,325.00
2006	135,000.00	20,000.00	155,000.00	56,760.00	56,760.00	113,520.00	268,520.00
2007	140,000.00	25,000.00	165,000.00	53,427.50	53,427.50	106,855.00	271,855.00
2008	150,000.00	25,000.00	175,000.00	49,880.00	49,880.00	99,760.00	274,760.00
2009	155,000.00	25,000.00	180,000.00	46,117.50	46,117.50	92,235.00	272,235.00
2010	160,000.00	25,000.00	185,000.00	42,247.50	42,247.50	84,495.00	269,495.00
2011	180,000.00	30,000.00	210,000.00	38,270.00	38,270.00	76,540.00	286,540.00
2012	190,000.00	30,000.00	220,000.00	33,755.00	33,755.00	67,510.00	287,510.00
2013	200,000.00	30,000.00	230,000.00	29,025.00	29,025.00	58,050.00	288,050.00
2014	205,000.00	35,000.00	240,000.00	24,080.00	24,080.00	48,160.00	288,160.00
2015	130,000.00	20,000.00	150,000.00	18,920.00	18,920.00	37,840.00	187,840.00
2016	140,000.00	25,000.00	165,000.00	15,695.00	15,695.00	31,390.00	196,390.00
2017	155,000.00	25,000.00	180,000.00	12,147.50	12,147.50	24,295.00	204,295.00
2018	160,000.00	25,000.00	185,000.00	8,277.50	8,277.50	16,555.00	201,555.00
2019	175,000.00	25,000.00	200,000.00	4,300.00	4,300.00	8,600.00	208,600.00
Total	<u>\$ 2,500,000.00</u>	<u>\$ 400,000.00</u>	<u>\$ 2,900,000.00</u>	<u>\$ 555,607.78</u>	<u>\$ 554,915.00</u>	<u>\$ 1,110,522.78</u>	<u>\$ 4,010,522.78</u>

Outstanding Principal as of October 1, 2015 \$730,000.00

\$1,450,000 CITY OF OVERTON

CERTIFICATES OF OBLIGATION SERIES 2002, DATED JULY 15, 2002

FY Ending	Prior	Principal	Interest	Interest	Interest	Total	Grand
30 Sept.	Debt Service	Due 2/15	Rate	Due 2/15	Due 8/15	2002 Series	Total
2002	\$ 289,576	\$ -		\$ -	\$ -	\$ -	\$ 289,576
2003	282,930	15,000	5.300%	44,829	38,028	97,857	380,787
2004	286,155	15,000	5.300%	38,028	37,630	90,658	376,813
2005	288,641	15,000	5.300%	37,630	37,233	89,863	378,504
2006	290,497	15,000	5.300%	37,233	36,835	89,068	379,565
2007	291,628	15,000	5.300%	36,835	36,438	88,273	379,901
2008	292,009	15,000	5.300%	36,438	36,040	87,478	379,487
2009	291,668	15,000	5.300%	36,040	35,643	86,683	378,351
2010	290,559	20,000	5.300%	35,643	35,113	90,756	381,315
2011	288,765	20,000	5.300%	35,113	34,583	89,696	378,461
2012	291,302	20,000	5.300%	34,583	34,053	88,636	379,938
2013	292,858	20,000	5.300%	34,053	33,523	87,576	380,434
2014	288,495	25,000	5.300%	33,523	32,860	91,383	379,878
2015	142,273	140,000	5.300%	32,860	29,150	202,010	344,283
2016	-	150,000	5.300%	29,150	25,175	204,325	204,325
2017	-	150,000	5.300%	25,175	21,200	196,375	196,375
2018	-	160,000	5.300%	21,200	16,960	198,160	198,160
2019	-	160,000	5.300%	16,960	12,720	189,680	189,680
2020	-	160,000	5.300%	12,720	8,480	181,200	181,200
2021	-	160,000	5.300%	8,480	4,240	172,720	172,720
2022	-	160,000	5.300%	4,240	-	164,240	164,240
2023	-	-		-	-	-	-
2024	-	-		-	-	-	-
	<u>\$ 3,907,356</u>	<u>\$ 1,450,000</u>		<u>\$ 590,733</u>	<u>\$ 545,904</u>	<u>\$ 2,586,637</u>	<u>\$ 6,493,993</u>

Outstanding Principal as of October 1, 2015 \$1,100,000.00

SPECIAL REVENUE FUNDS

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Revenue Funds

Municipal Court

14 Tech. Fund

Revenue

Technology Fees

OMNI Fees

Sub-Total

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
4,500	4,500	2,097	47%	3,000	3,000
1,200	1,200	669	56%	1,000	1,000
5,700	5,700	2,766	69%	4,000	4,000

Expenditure

Computers - Software

Maint. Equipment

IT Maintenance Services

OMNI Services

Sub-Total

2,475	2,475	2,100	85%	1,500	1,500
2,000	2,000	-	0%	500	500
975	975	-	0%	-	-
1,200	1,200	186	16%	1,000	1,000
6,650	6,650	2,286	76%	3,000	3,000

24 Court Security Fund

Revenue

Security Fee

Expenditure

Salaries- Bailiff

Equipment Maint.

Sub-Total

3,500	3,500	1,559	0%	1,600	1,600
1,000	1,000	-	0%	-	-
644	644	-	0%	1,600	1,600
1,644	1,644	-	0%	1,600	1,600

SPECIAL REVENUE FUNDS (Cont.)**25 Other Dedicated Funds
Revenue**

	Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Adopted FY 2016
Court Efficiency	2,920	2,920	2,224	76%	2,400	2,400
Judicial Training	1,000	1,000	-	0%	-	-
Other Misc.	700	700	-	0%	-	-
Sub-Total	4,620	4,620	2,224	93%	2,400	2,400

Expenditure

Materials and supplies	1,000	1,000	-	0%	1,000	1,000
Court Personnel Training	1,000	1,000	-	0%	1,000	1,000
Sub-Total	2,000	2,000	-	0%	2,000	2,000

27 Police Seizure Fund**Revenue**

Police Seizure	1,000	1,000	-	0%	1,000	1,000
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Expenditure

Materials and supplies	1,000	1,000	-	0%	1,000	1,000
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28 Police Donations - Fund Raisers**Revenue**

Donations	500	500	9,302	0%	500	500
National Night Out	600	600	198	33%	200	200
Police Dept. Calendar	1,000	1,000	991	99%	1,000	1,000
Sub-Total	2,100	2,100	10,491	0%	1,700	1,700

Expenditure

Travel & Expenses	500	500	45	9%	-	-
Equipment	1,000	1,000	519	52%	1,000	1,000
K-9 - dog	-	-	9,200	-	-	-
National Nite Out	600	600	-	0%	-	-
Calendar Expenses	-	-	42	0%	-	-
Sub total	2,100	2,100	9,806	0%	1,000	1,000

Total Special Revenue Funds-

Revenue	16,920	16,920	17,039	0%	10,700	10,700
Expenditures	13,394	13,394	12,092	0%	8,600	8,600
Difference	3,526	3,526	4,947	0%	2,100	2,100

CAPITAL IMPROVEMENT FUND

Capital Project funds are typically used to account for resources restricted for acquisition or development of major capital equipment or structures. Financing sources are usually provided by transfers from other funds, proceeds from bond issues or grants-in-aide.

Capital Projects are generally tracked on a project-length basis. That is, upon project authorization, required financing is not appropriated on an annual basis (or any other period-length basis), but is approved at the outset of the project. Therefore, the capital projects included under Capital Improvements of this document are presented as a memorandum to the reader.

Appropriations for the five projects to be funded by OEDC are not included as those will be projects of the OEDC until they are completed and handed over to the City.

A list of Critical projects has been included at the end of this section as a reference of what needs to be done. Funding for these projects will be worked on in the coming year.



FY 2016 Capital Improvement Budget

General Fund Improvements

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016
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Revenue

4720 OMDD Grant ROW - on Dam	-	13,323	-	0%	-
4721 OMDD Grant- Clear Brush- Slopes	-	10,000	-	0%	-
4722 OMDD Grant- Floor Comm. Bldg.	-	10,000	-	0%	-
4723 OMDD Grant- Repave Parking Lot	-	60,000	-	0%	-
4501 Homeland Security Grant	-	8,000	-	100%	-
6210 Transfer In - from Gen Fund	50,000	8,000	-	0%	-
Sub total	50,000	109,323	-	0%	-

Expenditures

5036 Street Maintenance	50,000	8,000	7,623	15%	-
5541 OMDD Grant ROW - on Dam	-	13,323	-	0%	-
5542 OMDD Grant- Clear Brush- Slopes	-	10,000	-	0%	-
5041 Equipment- Radios	-	8,000	-	100%	-
5571 Replace Flooring Comm. Bldg.	-	10,000	-	0%	-
5572 Rebuild Comm. Bldg. Parking Lot	-	60,000	-	0%	-
Subtotal	50,000	109,323	7,623	0%	-
Difference	-	-	7,623	-	-

54 Water System CIP

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016
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Revenue

6210 OMDD Grant RES 15-03-19A # 1 Demo	-	15,600	-	-	-
6160 Transfer In - Water/Sewer Fund	50,000	39,470	-	0%	-
Total Revenue Water CIP	50,000	55,070	-	0%	-

Expenditures

5036 Material and Supplies	50,000	7,000	-	0%	-
5701 Replace Pump @ Well #7	-	32,370	-	0%	-
5731 Demolition-50K g. Water Tower	-	15,700	-	0%	-
Total Expenditures Water CIP	50,000	55,070	-	0%	-
Difference	-	-	-	0%	-

Sewer Fund Capital Improvements

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Program Change	Final FY 2016
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Revenue

Transfer In - from Gen Fund	-	-	0%	-	-	-
Transfer In -Water/Sewer Fund	50,000	97,810	0%	-	-	-
100K OMDD Prom. Note Proceeds	-	100,000	0%	-	-	-
Total Revenue Sewer CIP	50,000	197,810	0%	-	-	-

Expenditures

Materials and Supplies	50,000	-	0%	-	-	-
Upsize & Replace 10" Line Trunk Line t	-	100,905	0%	-	-	-
Upgrade Lift Station @prison	-	96,905	-	-	-	-
Total Expenditures Sewer CIP	50,000	197,810	0%	-	-	-

Difference

-	-	-	0%	-	-	-
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Capital Acquisition Vehicles and Equipt.

Adopted 10-1-14	Revised Amend. #2	YTD 6-30-15	% YTD	Proposed FY 2016	Program Change	Final FY 2016
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Revenue

Insurance Reimbursement	-	4,857	0%	-	-	-
Transfer In - from Gen Fund	-	1,592	-	-	-	-
Transfer In -Water/Sewer Fund	-	7,500	0%	-	-	-
	-	13,949	0%	-	-	-

Expenditures

Purchase Replacement Pick-up W/S	-	7,700	0%	-	-	-
Purchase Sewer Camera	-	6,192	0%	-	-	-
	-	13,892	0%	-	-	-

Difference

-	57	-	0%	-	-	-
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IMMEDIATE NEEDS FOR CAPITAL IMPROVEMENTS:**Wastewater Plant Improvements:**

1. Add Diffusers and Drain to Ex. Digester	\$150,000
2. Rework Drying Beds	30,000
3. New Parallel Chlorine Contact Chamber	75,000
4. Add 4 drains/wall to Ex Chlorine Contact Chamber	20,000
5. New Clarifier Equipment and Weirs in Ex. Tank	175,000
6. Add VFDs to slow EX Oxidation Ditch Rotors	35,000
7. De-commission Abandoned Oxidation Ditch	<u>15,000</u>
Subtotal	\$500,000

Lift Station Improvements:

1. Electric Generator at Prison Lift Station	\$120,000
2. Electric Generator at JR May Lift Station	<u>120,000</u>
Total	\$240,000

Water System Improvements

1. Back-up generators at Well # 7	\$ 85,000
2. Radio Read system for meter reading	\$250,000

Road Improvements*

1. Paved Existing Oil Dirt Roads
2. Bomag suitable Oil Dirt Roads
3. Repave Asphalt Roads in poor Condition
4. Reconstruction sections of Asphalt Roads in Poor Condition
5. Re-construct asphalt Roads in Poor Condition



City of Overton
2015-16 Annual Operating Budget – Adopted

APPENDICES:



APPENDIX A**Classification and Compensation Plan**

GRADE	CLASSIFICATION
12	City Manager
11	Open
10	Police Chief
9	Open
8	City Secretary / Community Dev. Coordinator
7	Open
6	Financial Director
*	Police Captain
	Public Works Superintendent
5	Police/Code Enforcement Officer
*	
4	Public Works Utility Worker
*	Police Officer
3	Public Works Maintenance Lead Worker
2	Dispatcher
	Municipal Clerk
	Utility Billing Clerk
	Public Works Maintenance Worker
1	Part Time Dispatcher
	Part Time Police Officer
0	Seasonal or Temporary Worker

APPENDIX A (cont.)**Compensation Plan**

Base Pay Schedule							Annual Salary Based on 80 hr per pay cycle	
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Min	Max
12	\$27.20	\$28.56	\$29.92	\$31.28	\$32.64	\$34.00	\$56,576	\$70,719
11	\$25.60	\$26.88	\$28.16	\$29.44	\$30.72	\$32.00	\$53,248	\$66,559
10	\$24.00	\$25.20	\$26.40	\$27.60	\$28.80	\$30.00	\$49,920	\$62,399
9	\$22.40	\$23.52	\$24.64	\$25.76	\$26.88	\$28.00	\$46,592	\$58,239
8	\$20.80	\$21.84	\$22.88	\$23.92	\$24.96	\$26.00	\$ 43, 264	\$54,079
7	\$19.20	\$20.16	\$21.12	\$22.08	\$23.04	\$24.00	\$39,936	\$49,919
6	\$17.60	\$18.48	\$19.36	\$20.24	\$21.12	\$22.00	\$36,608	\$45,759
*PD							\$38,438	\$48,048
5	\$16.00	\$16.80	\$17.60	\$18.40	\$19.20	\$20.00	\$33,280	\$41,599
*PD							\$34,944	\$45,680
4	\$14.40	\$15.12	\$15.84	\$16.56	\$17.28	\$18.00	\$29,952	\$37,439
*PD							\$31,449	\$39,312
3	\$12.80	\$13.44	\$14.08	\$14.72	\$15.36	\$16.00	\$26,624	\$33,279
2	\$11.20	\$11.76	\$12.32	\$12.88	\$13.44	\$14.00	\$23,296	\$29,119
1	\$9.60	\$10.08	\$10.56	\$11.04	\$11.52	\$12.00	\$19,968	\$24,959
0	\$7.50	\$7.75	\$8.00	\$8.25	\$8.50	\$9.00	Not Applicable	
*PD = Police Officers work a minimum of 84 hours per two (2) week pay cycle								

APPENDIX B- AUTHORIZED POSITIONS

General Fund

Authorized Personnel	Grade	Positions			Full Time Equiv. Pos.		
		2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
ADMINISTRATION							
City Manager	12	1	1	1	1.00	1.00	1.00
City Secretary	-	1	0	0	1.00	0.00	0.00
City Secretary/ Planning & Community Development.	8	0	1	1	0.00	1.00	1.00
Director of Finance	6	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total		3	3	3	3.00	3.00	3.00
Municipal Court Clerk	2	1	1	1	1.00	1.00	1.00
POLICE DEPARTMENT							
Chief of Police	10	1	1	1	1.00	1.00	1.00
Police Captain	6	1	1	1	1.00	1.00	1.00
Police Officer Code Enforcement	5	1	1	1	1.00	1.00	1.00
Police Officer (K-9 cert)	4	1	1	1	1.00	1.00	1.00
Police Officer	4	2	2	2	2.00	2.00	2.00
Police Officer PPT Animal Control	1	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.50</u>	<u>0.50</u>	<u>0.80</u>
Sub-total		7	7	7	6.50	6.50	6.80
Dispatcher	2	2	2	2	2.00	2.00	2.00
Dispatcher Pt.	1	<u>2</u>	<u>2</u>	<u>2</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Sub-total		<u>4</u>	<u>4</u>	<u>4</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Police Department		11	11	11	9.50	9.50	9.80
PUBLIC WORKS-General Fund							
Public Works Supt.	6	1	1	1	1.00	1.00	0.20
P W Util. Worker	4	1	1	1	1.00	1.00	0.20
Public Works Maint. (Crew Leader)	3	0	0	1	0.00	0.00	0.20
Public Works Maint.	2	<u>0</u>	<u>0</u>	<u>1</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		2	2	2	2.00	2.00	1.00
General Fund	Grand Total	17	17	17	15.50	15.50	14.80

APPENDIX B- (Cont.)

Utility Fund

		Positions			Full Time Equiv. Pos.		
Authorized Personnel	Grade	2013-14 Adopted	2014-15 Adopted	2015-16 Adopted	2013-14	2014-15	2015-16
PUBLIC WORKS- Utility Administration							
Utility Billing Clerk	2	1	1	1	1.00	1.00	1.00

PUBLIC WORKS- Water System O&M							
Public Works Supt.	6	1	1	1	1.00	1.00	0.40
P W Util. Worker	4	1	1	1	1.00	1.00	0.40
Public Works Maint. (Crew Leader)	3	0	1	1	0.00	0.00	0.40
Public Works Maint.	2	<u>3</u>	<u>2</u>	<u>2</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		5	5	5	2.00	2.00	1.60

PUBLIC WORKS- Wastewater O&M							
Public Works Supt.	6	0	0	0	0.00	0.00	0.40
P W Util. Worker	4	0	0	0	0.00	0.00	0.40
Public Works Maint. (Crew Leader)	3	0	0	0	0.00	0.00	0.40
Public Works Maint.	2	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.40</u>
Total		0	0	0	-	-	1.60

Utility Fund	Total		6	6	6	3.00	3.00	4.20
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All Funds	Grand Total		23	23	23	18.50	18.50	19.00
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APPENDIX C: 2016 FY Budget Planning Calendar

April - May	Mailing of notices of appraisal values by chief appraiser
April 29, 2015	The chief appraiser prepares and certifies to the tax assessor-collector for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
July 3, 2015	Post 72 hour Meeting Notice
July 7, 2015 City Hall - 7:00 p.m.	Special Council Meeting (Quorum = 4) & Budget Work Session
July 13, 2015	Post 72 hour Meeting Notice
July 16, 2015	Regular Meeting - City Hall 7:00 pm.
July 20, 2015	Post 72 hour Meeting Notice
July 23, 2015 City Hall - 6:00 p.m.	Special Council Meeting (Quorum = 4) & Budget Work Session
July 25, 2015	Chief Appraiser Certifies Appraisal Roll - Certification of anticipated collection rate by collector & Tax Assessor Calculates Effective and Rollback Tax Rates
August 7, 2015	File Proposed Budget with Municipal Clerk, post on Web-Site.
August 7, 2015	Post 72 hour Meeting Notice
August 8, 2015 Saturday 8:00 a.m.	Special Council Meeting (Quorum = 4) & Budget Work Session . Meeting to discuss <i>Ad Valorem Tax Rate</i> : if proposed tax rate exceeds the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule two (2) public hearings. (announce time & place) - Send Tax Assessor "Notice of Proposed Tax Rate
August 16, 2015	Publish "Notice of Proposed (Exceeds) Tax Rate" (effective & rollback tax rates). <i>(1/4 page Ad - by the Tax Assessor Collector)</i>
August 19, 2015 - September 7, 2015	Publish "Notice of Budget Hearing" (10-30 days before hearing) (1/4 page Ad - by the City Secretary)
August 18, 2015 Tuesday - 7 p.m. Community Center	Town Hall Meeting - Mayor Evans & City Manager Cunningham Discuss a Tax Rate to fund Cemetery Operations & Maintenance & Proposed Water & Sewer Rates for FY 2015- 2016.

APPENDIX C: 2016 FY Budget Planning Calendar

- August 24, 2015** Post 72 Hour Notice of Public Hearing #1 for Tax Increase
- August 27, 2015** Special Meeting (Quorum = 4)- Budget Work Session
City Hall - 7:00 p.m. PUBLIC HEARING #1 Tax Rate (if rate is >effective rate)
- September 7, 2015** Post 72 Hour Notice of Public Hearing #2 for Tax Increase
 & Budget Hearing.
- September 10, 2015** Special Meeting (Quorum = 4) - PUBLIC HEARING #2 on Tax Rate / Public Hearing on Budget -
City Hall - 7:00 p.m. only items on the agenda.(at least 3 days after first hearing)
- September 14, 2015** Post 72 Hour Notice of RCM to Adopt Budget and Tax Rate
- September 17, 2015** **REGULAR MEETING & ADOPT:** (1) Operating Budget (2) M&O Tax Rate
City Hall - 7:00 p.m. (Quorum = 4)

Meeting Schedule (4 Meetings) For Adoption of Tax Rate and Budget for FY 2015-16

- August 8, 2015** Meeting of governing body to discuss tax rate and **proposed budget**; if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower), take record vote and schedule public hearing. (**Special Called Meeting - Quorum = 4**)
- August 27, 2015** **1st Public Hearing (Special Called Meeting - Quorum = 4)**
- September 10, 2015** **2nd Public Hearing (Special Called Meeting - Quorum = 4)**
- September 17, 2015** **Regular Called Council Meeting (7:00 p.m.)** to adopt tax rate and 2015-16 Budget. Meeting is 3-14 days after second public hearing. Taxing unit must adopt tax rates by Sept. 29 or 60 days after receiving certified appraisal roll, whichever is later.
(QUORUM FOR ADOPTING A TAX RATE 2/3 = 4)

ORDINANCE NO. 2015-09-17A

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF OVERTON, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016, IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF OVERTON, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, PROVIDING FOR AN EFFECTIVE DATE; AND DIRECTING THE CITY SECRETARY TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF RUSK AND SMITH COUNTY, TEXAS.

WHEREAS, the City Manager of the City of Overton has submitted to the City Council, in accordance with state law, a budget for said City, for the fiscal year beginning October 1, 2015, and ending September 30, 2016; and

WHEREAS, the City Council has received said proposed budget, a copy which has been filed with the City Secretary of the City of Overton; and,

WHEREAS, proper and timely notice that a public hearing on such budget would be held on September 10th, 2015 was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, such public hearing was held in accordance with the law on September 10th, prior to final adoption of this Ordinance;

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

Section 1 The budget of the revenue of the City of Overton and the expenses of conducting the affairs thereof providing a financial plan for the ensuing fiscal year beginning October 1, 2015, and ending September 30, 2016, as submitted to the City Council by the City Manager of said City, and which budget is attached hereto as Exhibit "A", and the same is in all things adopted and approved as the budget of all current expenditures/expenses as well as fixed charges against said City for the fiscal year beginning October 1, 2015, and ending September, 30, 2016.

Section 2 The sums in Exhibit A are hereby appropriated from the prospective funds for the payment of expenditures on behalf of the City government as established in the approval budget document for the fiscal year ending September 30, 2016.

Section 3 In accordance with § 102.008(1), Local Government Code, The Director of Finance is directed to file with the City Secretary a true copy of the final budget as adopted by the City Council, and the City Secretary is directed to certify as a true copy of said budget and file it with this Ordinance in the official records of the City.

Section 4 In accordance with § 102.008(a)(2)(B), Local Government Code, The City Secretary is directed to ensure that the record vote described by § 102.007 (d)(2), Local Government Code is posted on the City's website at least until the first anniversary of the date this Ordinance is adopted.

Section 5 In accordance with § 102.009(d) Local Government Code, the City Secretary is directed to file a certified copy of this Ordinance along with a true copy of the budget with the County Clerks of Rusk and Smith County.

Section 6 The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code as amended.

Section 7 This Ordinance shall be and remain in full force and effective on October 1, 2015, in accordance with state law.

READ AND APPROVED ON FIRST READING ON THIS THE 10TH DAY OF SEPTEMBER 2015.

READ, APPROVED AND ADOPTED ON SECOND READING ON THIS THE 17TH DAY OF SEPTEMBER, 2015.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Pat Beets, Place # 5	X			

PRESENT AND VOTING: Mayor C.R. Evans Jr.



C.R. Evans Jr.
C.R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

Rachel Gafford
Rachel Gafford, City Secretary

Blake Thompson
Blake Thompson, City Attorney

ORDINANCE NO 2015-09-17B

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF OVERTON FOR THE 2015-2016 FISCAL YEAR; AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE 2015 TAX YEAR.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

Section 1. That there is hereby levied and there shall be collected for the **maintenance and operation** of the municipal government of the City of Overton, Texas for the 2015-16 Fiscal Year upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 41.0000 cents on each One Hundred Dollars (\$100) valuation on property. THIS TAX RATE WILL RAISE MORE TAXES FOR **MAINTENANCE AND OPERATIONS** THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.27% PER CENT AND WILL RAISE TAXES ON A HOME ASSESSED AT \$70,000 BY APPROXIMATELY \$8.69.

Section 2. That there is hereby levied and there shall be collected for the City of Overton, Texas to provide for Interest and Sinking Funds for the 2015-16 Fiscal Year upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 21.8000 cents on each One Hundred Dollars (\$100) valuation on property.

SUMMARY

1. Maintenance and operations of the general government (General Fund),	41.0000 cents
2. Interest and Sinking fund (Debt Rate)	<u>21.8000</u> cents
Total Tax per \$100 of valuation	62.8000 cents

Section 3. That taxes levied under this Ordinance shall be due October 1, 2015, and if not paid on or before January 31, 2016 shall immediately become delinquent.

Section 4. All taxes shall become a lien upon the property against which assessed, and the tax assessor and collector for the City of Overton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and Ordinances of the City of Overton shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be appropriated to the General Fund of the City of Overton. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

Section 5. That this ordinance shall take effect and be in force from October 1, 2015.

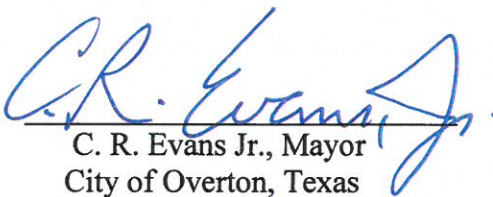
READ AND APPROVED ON FIRST READING ON THIS THE 10TH DAY OF SEPTEMBER 20115.

READ, APPROVED AND ADOPTED ON SECOND READING ON THIS THE 17TH DAY OF SEPTEMBER, 2015.

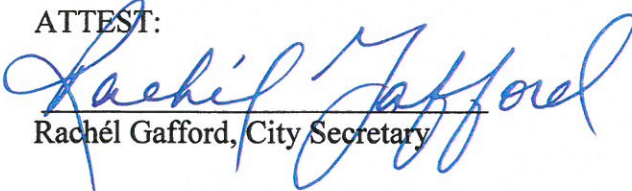
PASSED AND APPROVED BY RECORDED VOTE ON THIS ON THIS THE 17TH DAY OF SEPTEMBER, 2015.

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Pat Beets, Place # 5	X			

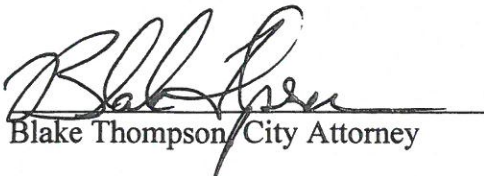
PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.


C. R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:


Rachél Gafford, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Blake Thompson, City Attorney



ORDINANCE NO 2015-09-17C**AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE MAINTENANCE AND OPERATION OF THE CITY OF OVERTON MUNICIPAL CEMETERY FOR THE 2015-2016 FISCAL YEAR; PROVIDING FOR A SEVERABILITY CLAUSE, AN EFFECTIVE DATE AND PROVIDING FOR PUBLICATION.**

WHEREAS, the City of Overton assumed trusteeship of the Overton Municipal Cemetery by adoption of RESOLUTION 2015-08-20C on August 20, 2015; and

WHEREAS, § 713.006 of the Texas Health and Safety Code permits a municipality that has assumed trusteeship of a cemetery located within its municipal limits, to impose a tax on all property in the municipality in an amount not exceeding five cents for each \$100 valuation of the property, for maintenance of the cemetery; and

WHEREAS, the City Council wishes to exercise this taxing authority for the 2015-16 fiscal year.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OVERTON, TEXAS.

Section 1. That there is hereby levied and there shall be collected for the **maintenance and operation** of the City of Overton Municipal Cemetery for the 2015-16 Fiscal Year upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **\$ 0.050000** cents on each One Hundred Dollars (\$100) valuation of property.

Section 2. That taxes levied under this Ordinance shall be due October 1, 2015, and if not paid on or before January 31, 2016 shall immediately become delinquent.

Section 3. All taxes shall become a lien upon the property against which assessed, and the tax assessor and collector for the City of Overton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and Ordinances of the City of Overton shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be appropriated to the Cemetery Fund of the City of Overton. All delinquent taxes shall bear interest from date of delinquency at the rate prescribed by state law.

Section 4. That if any provision or any section of this Ordinance shall be held to be void or unconstitutional, such holding shall in no way effect the validity of the remaining provisions or section of this Ordinance, which shall remain in full force and effect.

Section 5. The City Secretary is hereby authorized and directed to cause the publication of the descriptive caption and penalty clauses of this Ordinance as an alternative method of publication provided by law.

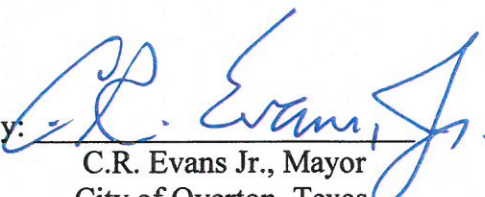
Section 6. That this ordinance shall take effect and be in force from October 1, 2015.

PRESENTED ON FIRST READING THIS 10TH DAY OF SEPTEMBER, 2015

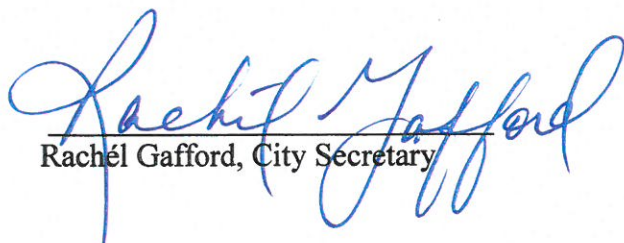
**PRESENTED ON SECOND READING AND APPROVED RECORDED VOTE
ON THIS 17TH DAY OF SEPTEMBER, 2015 ON THE CEMETERY TAX TO
BE AS FOLLOWS AT A REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF OVERTON, TEXAS.**

COUNCIL MEMBER	AYES	NOES	ABSENT	ABSTAINED
Mayor Pro Tem Philip Cox, Place # 1	X			
Councilman John Posey, Place # 2	X			
Councilman Jerry Clark, Place #3	X			
Councilman Lawrence Davis, Place #4	X			
Councilman Pat Beets, Place # 5	X			

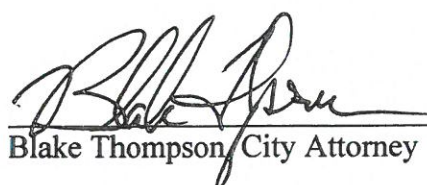
PRESENT AND NOT VOTING: Mayor C.R. Evans Jr.

By: 
C.R. Evans Jr., Mayor
City of Overton, Texas

ATTEST:


Rachel Gafford, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Blake Thompson, City Attorney



APPENDIX G

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
A	ADMINISTRATION	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
A.1	Cemetery Deed Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$31.00 <i>County Clerk Filing Fee (page 1 = \$16.00)</i> <i>\$15 Administrative Fee + \$4.00</i> <i>Each Additional Page</i>	\$31.00 <i>County Clerk Filing Fee (page 1 = \$16.00)</i> <i>\$15 Administrative Fee + \$4.00</i> <i>Each Additional Page</i>	2014-07-29B
A.2	Street / Alley Closing or ROW Abandonment Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$53.00 <i>(first 4 pages)</i> <i>County Clerk Filing Fee (page 1 = \$16.00)</i> <i>+ \$15 Administrative Fee + \$4.00</i> <i>Each Additional Page</i>	\$53.00 <i>(first 4 pages)</i> <i>County Clerk Filing Fee (page 1 = \$16.00)</i> <i>+ \$15 Administrative Fee + \$4.00</i> <i>Each Additional Page</i>	2014-07-29B
A.3	Plat Recording Fee <i>Rusk &/or Smith County County Clerk Filing Fees</i>	\$43.00 <i>County Clerk Filing Fees (Mylar & Tax Certs = \$28)</i> <i>+ \$15 Administrative Fee + \$4.00 Each Additional Page</i>	\$43.00 <i>County Clerk Filing Fees (Mylar & Tax Certs = \$28)</i> <i>+ \$15 Administrative Fee + \$4.00 Each Additional Page</i>	2014-07-29B
A.4	Public Information Requests - Copying fees	See Table 2: TX Admin Code	See Table 2: TX Admin Code	2014-07-29B
A.5	Copy Fee's	0-10 Pages - 10¢ each 11-20 Pages - 2.50 + 10¢ each 21 + - \$5.00 + 10¢ each Two Sided Copies - 20¢ each	0-10 Pages - 10¢ each 11-20 Pages - 2.50 + 10¢ each 21 + - \$5.00 + 10¢ each Two Sided Copies - 20¢ each	2014-07-29B
A.6	Fax Fee	Sending or Receiving Faxes \$1.00 for the First Page \$2.00 each Additional Page	Sending or Receiving Faxes \$1.00 for the First Page \$2.00 each Additional Page	2014-07-29B
A.7	Non Sufficient Funds Check	\$25.00	\$30.00	2015-09-17D
A.8	Bank Draft Return Fee	\$30.00	\$30.00	2014-07-29B
A.9	Notary Fee (per page notarized)	\$6.00	\$6.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
B	COMMUNITY BUILDING <i>Per Day Rental Fee Unless Otherwise Specified</i>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
B.1	COMMUNITY BUILDING DEPOSIT FEE			
B.1.1	Community Building Deposit (Non-Alcohol Beverage Event)	\$100.00	\$100.00	2014-07-29B
B.1.2	Community Building Deposit (Alcoholic Beverage Event)	\$250.00	\$250.00	2015-01-15A
B.1.3	Reservation Cancellation Fee	Deposit Fee Forfeited	Deposit Fee Forfeited	2014-07-29B
B.2	COMMUNITY BUILDING RENTAL FEE			
B.2.1	Non-Commercial Activity (City of Overton Residents)	\$100.00	\$100.00	2014-07-29B
B.2.2	Non-Commercial Activity (City of Overton Non-Residents)	\$200.00	\$200.00	2014-07-29B
B.2.3	Commercial Activity -Per Day Rental	\$400.00	\$200.00	2015-09-17D
B.2.5	Civic and Non-Profit Clubs - per year (One meeting per week, and one annual evening meeting)	\$400.00	\$400.00	2014-07-29B

Community Building Deposit - Cleaning / Damage/ Reservation
Refundable only if building, restrooms and tables are clean and put up, trash removed, and thermostat reset to posted temperature
(Deposit Fee as listed above shall be forfeited if reservation is not cancelled at least seven (7) calendar days prior to the reserved date)

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
C	<u>PARKS & RECREATION FEES</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
C.1	<u>RV PARK RATES</u>			
C.1.1	Daily Rate	\$20.00	\$20.00	2014-07-29B
C.1.2	Weekly Rate	\$100.00	\$100.00	2014-07-29B
C.1.3	Monthly Rate	\$300.00	\$300.00	2014-07-29B
C.1.4	Dump Fee (Wastewater) - Non-RV Park Rental	\$25.00 each	\$25.00 each	2014-07-29B
C.2	<u>SWIMMING POOL RATES</u>			
C.2.1	Admission Fee (Per Person)	\$2.00	\$2.00	2014-07-29B
C.2.2	Individual Season Pass	\$50.00	\$50.00	2014-07-29B
C.2.3	Family Season Pass (Family Season Pass for up to 4 people, additional family members are \$5.00 each)	\$100.00	\$100.00	2014-07-29B
C.3	<u>SWIMMING POOL RENTAL RATES</u> (includes a minimum of 2 life guards (1:15 ratio))			
C.3.1	Deposit (refundable)	\$25.00	\$25.00	2014-07-29B
C.3.2	Pool Rental			2014-07-29B
C.3.3	1 - 30 people	\$100.00	\$100.00	2014-07-29B
C.3.4	31 - 60 people	\$125.00	\$125.00	2014-07-29B
C.3.5	61 - 90 people	\$150.00	\$150.00	2014-07-29B
C.3.6	91 - 120 people	\$175.00	\$175.00	2014-07-29B
C.3.7	121+ people + cost of additional lifeguards at \$12.50 each (1:15 ration)	175.00+	175.00+	2014-07-29B
C.4	<u>OPEN SPACE RENTAL RATES</u> Downtown lots for Example	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
C4.1	Corner of Rusk and Henderson- (Kenneamer Square) Qualified non-profit organizations (501 (C) 3) may be granted a waiver of the fee by City Manager or his designee.	None	\$100 per day	2015-09-17D

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
D	<u>LICENSES / PERMITS</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
D.1	Sexually Oriented Business License	\$500.00	\$500.00	2014-07-29B
D.2	Junk Yard Licenses	\$500.00	\$500.00	2014-07-29B
D.3	New Manufactured Home Park Permit	\$500.00	\$500.00	2014-07-29B
D.4	<u>Solicitor's Permit</u>			
D.4.1	Application Fee	\$25.00	\$25.00	2014-07-29B
D.4.2	Sales Associate	\$100.00	\$100.00	2014-07-29B
D.4.3	Each Additional Sales Person	\$50.00	\$50.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
E	<u>POLICE DEPARTMENT FEES</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
E.1	Accident Reports	\$6.00	\$6.00	2014-07-29B
E.2	Offense Reports	\$6.00	\$6.00	2014-07-29B
E.3	Incident Reports	\$6.00	\$6.00	2014-07-29B
E.4	In-Car Video	\$6.00	\$6.00	2014-07-29B

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
F	<u>MUNICIPAL COURT FEES</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
F.1	Dismissal Fee	\$10.00	\$10.00	2014-07-29B
F.2	Warrant for Arrest Fee	\$50.00	\$50.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
G	<u>PUBLIC INFORMATION REQUEST</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
G.1	Requests for Public Information	See Table 2: TX Admin Code	See Table 2: TX Admin Code	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
H	<u>CEMETERY FEES</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
H.1	<u>CEMETERY PLOTS</u>			
H.1.1	Full Size	\$400.00 + Filing Fee	\$500.00 + Filing Fee	2015-09-17D
H.1.2	Half Size	New	\$250.00 + Filing Fee	2015-09-17D
H.1.3	Infant	New	\$100.00 + Filing Fee	2015-09-17D
H.2	<u>INTERMENT FEE</u>			
H.2.1	Full Size	\$100.00	\$150.00	2015-09-17D
H.2.2	Half Size	New	\$100.00	2015-09-17D
H.2.3	Infant	New	\$50.00	2015-09-17D

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
I	<u>DUMPSTER USE FEE</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
I.1	<u>DUMPSTER USE FEE</u>			
I.1.1	Pick Up Truck Dump Fee (Citizens with Water Bill are allowed one per month free)	\$25.00	\$25.00	2014-07-29B
I.1.2	1st Trailer Load Dump Fee	\$40.00	\$40.00	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
J	<u>UTILITY SERVICE FEES</u>	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
J.1.1	Water & Sewer Service Deposit Fee	\$100.00	\$100.00	2014-07-29B
J.1.2	Administrative Fee (New Service)	\$100.00	\$100.00	2014-07-29B
J.1.3	Transfer Fee (Vacation Fee)	\$25.00	\$25.00	2014-07-29B
J.1.4	Broken Lock Fee	\$50.00	\$50.00	2014-07-29B
J.1.5	Curb Stop Replacement Fee	\$60.00	\$60.00	2014-07-29B
J.1.6	Landlord Utility Fee (Unoccupied Residence / Commercial Structure) <i>In the event the meter indicates usage; the account will automatically be reset to active bill" status and the account will be invoiced accordingly</i>	\$25.00	\$25.00	2015-01-15A

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
K	WATER RATES	Charges Effective prior to 10/31/2015	Charges Effective after 11/1/2015	Amending Ordinance
K.1	RESIDENTIAL: METER SIZE $\leq 3/4"$			
K.1.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.25	\$21.75	2015-09-17D
K.1.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 3,000 gallons	\$3.30 per 1,000 gallons	\$3.50 per 1,000 gallons	2015-09-17D
K.2	COMMERCIAL 1: METER SIZE \leq than 2"			
K.2.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.35	\$22.45	2015-09-17D
K.2.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 3,000 gallons	\$3.85 per 1,000 gallons	\$4.00 per 1,000 gallons	2015-09-17D
K.3	COMMERCIAL 2: METER SIZE $\geq 2"$ but $< 6"$			
K.3.1	Base Rate - Consumption in billing period 0 to 5,000 gallons	\$34.00	\$35.25	2015-09-17D
K.3.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.85 per 1,000 gallons	\$4.15 per 1,000 gallons	2015-09-17D
K.4	COMMERCIAL 3: METER SIZE $\geq 6"$			
K.4.1	Base Rate - Consumption in billing period of $< 1,000,000$ gallons	\$7,613.81	\$7,994.50	2015-09-17D
K.4.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 1,000,000 gallons	\$4.50 per 1,000 gallons	\$4.75 per 1,000 gallons	2015-09-17D
K.5	IRRIGATION 1: METER SIZE $\leq 3/4"$			
K.5.1	Base Rate - Consumption in billing period 0 to 3,000 gallons	\$21.25	\$21.75	2015-09-17D
K.5.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.30 per 1,000 gallons	\$3.50 per 1,000 gallons	2015-09-17D
K.6	IRRIGATION 1: METER SIZE $\geq 2"$			
K.6.1	Base Rate - Consumption in billing period 0 to 5,000 gallons	\$21.25	\$22.45	2015-09-17D
K.6.2	Volume Rate per 1,000 gallons of consumption in billing period in excess of 5,000 gallons	\$3.30 per 1,000 gallons	\$3.75 per 1,000 gallons	2015-09-17D
K.7	BULK WATER			
K.7.1	Large Tanker Truck - First 3,000 gallons	\$25.00	\$25.00	2015-09-17D
K.7.2	Large Tanker Truck $> 3,000$ gallons	\$8.00 per thousand gallons	\$8.00 per thousand gallons	2015-09-17D
K.7.3	Small Truck of one hundred gallon capacity or more and under a thousand gallon capacity shall pay the same rate and shall be billed upon reaching 3,000 gallons purchased or billed quarterly			
K.7.4	After hours hook up fee for bulk water rate to open a fire hydrant	\$10.00	\$10.00	

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
L	OUTSIDE THE CITY LIMIT CUSTOMERS The rate is doubled that of inside the city limit customers	Charges Effective prior to 10/31/2015	Charges Effective after 11/1/2015	Amending Ordinance
L.1	Water Service - Base Fee	\$42.50	\$43.50	2015-09-17D
L.2	Sewer Service - Base Fee	\$29.50	\$31.00	2015-09-17D
L.3	Garbage Collection Service - Base Fee*	\$28.52	\$28.52	2015-09-17D

*Sales and use tax applicable to all garbage collection charges.

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
M	ADDITIONAL WATER FEES	Charges Effective prior to 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
M.1	Residential Utility Service Late Fee	\$10.00	\$10.00	2014-07-29B
M.2	Commercial Utility Service Late Fee	10% of Utility Bill	10% of Utility Bill	2014-07-29B
M.3	Scheduled Disconnect / Reconnection Fee	\$25.00	\$25.00	2014-07-29B

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
N	SEWER RATES	Charges Effective prior to 10/31/2015	Charges Effective after 11/1/2015	Amending Ordinance
N.1	RESIDENTIAL: METER SIZE \leq 3/4"			
N.1.1	Base Rate Fee - for the first 4,000 gallons of water consumed	\$14.75	\$15.50	2015-09-17D
N.1.2	Volume Rate - per 1,000 gallons over 4,000 gallons in a billing period	\$2.50 per 1,000 gallons	\$2.80 per 1,000 gallons	2015-09-17D
	Maximum amount charged (9,000 gallons)	\$25.00	\$27.00	2015-09-17D

N.2	COMMERCIAL 1: METER SIZE \leq than 2"			
N.2.1	Base Rate Fee - for the first 4,000 gallons of water consumed	\$14.75	\$15.50	2015-09-17D
N.2.2	Volume Rate - per 1,000 gallons over 4,000 gallons in a billing period	\$2.75 per 1,000 gallons	\$3.10 per 1,000 gallons	2015-09-17D
	Maximum amount charged	\$26.00	No Maximum	2015-09-17D

N.3	COMMERCIAL 2: METER SIZE \geq 2" but < 6"			
N.3.1	Base Rate Fee - For the first 5,000 gallons of water consumed	\$29.50	\$31.00	2015-09-17D
N.3.2	Volume Rate - per 1,000 gallons over 5,000 gallons in a billing period	\$3.50 per 1,000 gallons	\$3.75 per 1,000 gallons	2015-09-17D
	Maximum amount charged	No Maximum		2015-09-17D

N.4	COMMERCIAL 3: METER SIZE \geq 6"			
N.4.1	Base Rate - Consumption in billing period of < 1,000,000 gallons	\$7,613.81	\$7,994.50	2015-09-17D
N.4.2	Volume Rate - per 1,000 gallons of consumption in billing period in excess of 1,000,000 gallons	\$4.50 per 1,000 gallons	\$4.75 per 1,000 gallons	2015-09-17D
N.4.3	Maximum amount charged	No Maximum	No Maximum	2015-09-17D

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
O	RESERVED			Amending Ordinance

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
P	UTILITY TAP FEES*	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
P.1	WATER TAPS			
P.1.1	3/4" Tap	\$350.00	\$450.00	2015-09-17D
P.1.2	> 3/4" Tap**	\$350.00 + LEM	\$450.00 + LEM	2015-09-17D

P.2	REGULATORS (if required):			
P.2.1	3/4" Tap	\$75.00	\$75.00	2014-07-29B
P.2.2	1" Tap	\$100.00	\$100.00	2014-07-29B
P.2.3	1 1/2" Tap	\$475.00	\$475.00	2014-07-29B
P.2.4	2" Tap	\$575.00	\$575.00	2014-07-29B

P.3	SEWER TAPS:			
P.3.1	4" Tap	\$200.00	\$300.00	2015-09-17D
P.3.2	> 4" Tap	\$200.00 + LEM	\$300.00 + LEM	2015-09-17D
	An additional charge of \$200.00 will be assessed if the street has to be cut or a bore has to be made to make the tap			

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
Q	<u>SOLID WASTE DISPOSAL</u>	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
Q.1	<u>RESIDENTIAL RATE</u> <i>Residential Cart collection once weekly curbside collection</i>	1x / Weekly	1x / Weekly	
Q.1.1	1 Cart	\$14.27	\$14.27	2015-01-15A
Q.1.2	2 Carts	\$19.59	\$19.59	2015-01-15A
Q.1.3	3 Carts	\$24.90	\$24.90	2015-01-15A
Q.1.4	4 Carts	\$30.22	\$30.22	2015-01-15A
Q.1.5	5 Carts	\$35.54	\$35.54	2015-01-15A

Q.2	<u>COMMERCIAL 1: COMMERCIAL CART</u> <i>96 gallon cart for businesses generating < 2 yards per week (and not participating in the dumpster service)</i>	1x / Weekly	1x / Weekly	
Q.2.1	1 Cart	\$29.98	\$25.00	2015-09-17D
Q.2.2	2 Cart	\$34.84	\$30.00	2015-09-17D
Q.2.3	3 Cart	\$56.88	\$35.00	2015-09-17D
Q.2.4	4 Cart	\$56.88	\$40.00	2015-09-17D
Q.2.5	5 Cart	\$56.88	\$45.00	2015-09-17D

Q.3	<u>COMMERCIAL 2: COMMERCIAL DUMPSTER = 2 YD</u> <i>Serviced Once A Week</i>			
Q.3.1	1x Weekly	\$57.51	\$57.51	2015-01-15A

Q.4	<u>COMMERCIAL 3: COMMERCIAL DUMPSTER = 3 YD</u> <i>Serviced Once A Week</i>			
Q.4.1	1x Weekly	\$73.06	\$73.06	2015-01-15A
Q.4.2	2x Weekly	\$140.16	\$140.16	2015-01-15A
Q.4.3	3x Weekly	\$208.82	\$208.82	2015-01-15A

Q.5	<u>COMMERCIAL 4: COMMERCIAL DUMPSTER = 4 YD</u> <i>Serviced Once A Week</i>			
Q.5.1	1x Weekly	\$86.79	\$86.79	2015-01-15A
Q.5.2	2x Weekly	\$144.83	\$144.83	2015-01-15A

Q.6	<u>COMMERCIAL 5: COMMERCIAL DUMPSTER = 6 YD</u> <i>Serviced Once A Week</i>			
Q.6.1	1x Weekly	\$111.94	\$111.94	2015-01-15A

Q.7	<u>COMMERCIAL 6: COMMERCIAL DUMPSTER = 8 YD</u> <i>Serviced Once A Week</i>			
Q.7.1	1x Weekly	\$140.94	\$140.94	2015-01-15A
Q.7.2	2x Weekly	\$229.45	\$229.45	2015-01-15A
Q.7.3	3x Weekly	\$310.12	\$310.12	2015-01-15A

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
R	<u>RESERVED</u>			Amending Ordinance

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
S	<u>RESERVED</u>			Amending Ordinance

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
T	<u>RESERVED</u>			Amending Ordinance

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
U	BUILDING PERMITS	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
U.1	RESIDENTIAL BUILDING PERMITS			
U.1.1	New Construction (4 in 1) Electrical, Mechanical & Plumbing Permit calculated at a percentage of Building Permit.	See Table 1: Building Permit Fee Schedule Electrical: 15% Mechanical: 15% Plumbing: 15%	See Table 1: Building Permit Fee Schedule Electrical: 15% Mechanical: 15% Plumbing: 15%	2015-09-17D
U.1.2	Storage Building	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.1.3	Addition / Remodel Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2015-09-17D
U.1.4	Permit Plan Review (Separate Plan Review Fee for Planning & Fire may apply)	Actual Cost from Consultant	30% of Building Permit Cost	2015-09-17D
U.2	COMMERCIAL BUILDING PERMITS			
U.2.1	New Construction Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.2	Storage Building	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.2.1	Addition / Remodel	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.3	Addition / Remodel Electrical, Mechanical & Plumbing Permits must be pulled separately	See Table 1: Building Permit Fee Schedule	See Table 1: Building Permit Fee Schedule	2014-07-29B
U.2.4	Permit Plan Review (Separate Plan Review Fee for Planning & Fire may apply)	Actual Cost from Consultant	30% of Building Permit Cost	2015-09-17D
U.3	CONTRACTOR PERMITS			
U.3.1	Electrical Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	2014-07-29B
U.3.2	Irrigation Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	2014-07-29B
U.3.3	Mechanical Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	2014-07-29B
U.3.4	Plumbing Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	2014-07-29B
U.3.5	Private Sewer System Permit	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	\$10.00 per \$1,000 of cost of work to be performed (\$75.00 Minimum Fee)	2014-07-29B
U.4	FENCE & RETAINING WALL PERMITS			
U.4.1	Residential Fence over 6'	\$50.00	\$50.00	2014-07-29B
U.4.2	Non Residential & Subdivision Fences	\$100.00	\$100.00	2014-07-29B
U.4.3	Retaining Wall Permit over 4'	New	\$75.00	2015-09-17D
U.5	DEMOLITION PERMITS			
U.5.1	Residential	\$100.00	\$50.00	2015-09-17D
U.5.2	Non-Residential	\$200.00	\$100.00	2015-09-17D
U.6	SWIMMING POOL & SPA PERMITS			
U.6.1.	In Ground Swimming Pool	\$150.00	\$150.00	2014-07-29B
U.6.1.	Above Ground Swimming Pool	New	\$75.00	2015-09-17D
U.6.1.	Spa Permit	New	\$75.00	2015-09-17D

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
U	BUILDING PERMITS (Cont.)	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
U.7	OTHER PERMITS			
U.7.1	Certificate of Occupancy	\$100.00	\$100.00	2014-07-29B
U.7.2	Operating a Business without a Certificate of Occupancy	\$200.00	\$200.00	2014-07-29B
U.7.3	Circus, Carnival or Tent Show Permit	\$50.00	\$50.00	2014-07-29B
U.7.4	Construction Portable Office	\$50.00	\$50.00	2014-07-29B
U.7.5	Relocation of Structures (Moving Permit)	\$100.00	\$100.00	2014-07-29B
U.7.6	Radio or Cell Tower Permit Fee	\$500.00	\$500.00	2014-07-29B
U.7.7	Work Performed without a Permit	Double Permit Fee	Double Permit Fee	2014-07-29B
U.7.8	Other Permits Not Specifically Listed	New	\$75.00	2015-09-17D
U.7.9	Permit Packet Assembly Fee	\$20.00 per hour (Minimum 2 hour charge)	\$20.00 per hour (Minimum 2 hour charge)	2014-07-29B
U.8	INSPECTION FEES			
U.8.1	Re-inspection Fee	\$75.00	\$75.00	2014-07-29B
U.8.2	After Hours Inspection Fee	\$75.00 per hour (Minimum 2 hour charge)	\$75.00 per hour (Minimum 2 hour charge)	2014-07-29B

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
V	COMMUNITY DEVELOPMENT / PLANNING FEES	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
V.1	PRE DEVELOPMENT CASE FEES			
V.1.1	Pre Application Conference <i>Fee will be applied to future city fees related to project if project moves forward within one (1) year from the date of the conference.</i>	\$250.00	\$250.00	2014-07-29B
V.1.2	Land Study	\$100.00 + \$1.00 per acre	\$100.00 + \$1.00 per acre	2014-07-29B
V.1.3	Concept Plan	\$100.00	\$100.00	2014-07-29B
V.1.4	Site Plan - Multi Family	\$400.00 + \$20 per unit	\$400.00 + \$20 per unit	2014-07-29B
V.1.5	Site Plan - Other	\$400.00 + \$30 per unit	\$400.00 + \$30 per unit	2014-07-29B

V.2	PLATS			
V.2.1	Preliminary Plat - Residential	\$700.00 + \$20.00 per lot	\$200.00 + \$4.00 per lot	2015-09-17D
V.2.2	Preliminary Plat - Non-Residential & Multi-Family	\$700.00 + \$50.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.3	Preliminary Plat - Multi-Family	\$700.00 + \$20.00 per unit	\$250.00 + 10.00 per unit	2015-09-17D
V.2.4	Final Plat - Residential	\$400.00 + \$10.00 per lot	\$200.00 + \$4.00 per lot	2015-09-17D
V.2.5	Final Plan - Non-Residential & Multi-Family	\$400.00 + \$50.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.6	Final Plat - Multi-Family	\$400.00 + \$25.00 per unit	\$250.00 + 10.00 per unit	2015-09-17D
V.2.7	Replat - Residential*	\$200.00 + \$2.00 per lot + LNF	\$250.00 + \$4.00 per lot + LNF	2015-09-17D
V.2.8	Replat - Non-Residential	\$200.00 + \$10.00 per acre	\$250.00 + \$10.00 per acre	2015-09-17D
V.2.9	Replat - Multi-Family*	\$200.00 + \$10.00 per unit + Legal Notification Fees	\$250.00 + \$10.00 per unit + LNF	2015-09-17D

CITY OF OVERTON - SCHEDULE OF FEES

ORD. NO. 2014-07-29B As amended on 9-17-2015

SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
V	COMMUNITY DEVELOPMENT / PLANNING FEES (Cont.)	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
V.2	PLATS (cont.)			
V.2.10	Amended Plat	\$200.00	\$200.00 + \$4.00 per lot	2014-07-29B
V.2.11	Plat Filing Fees	Rusk County & / or Smith County Current Fee	Rusk County & / or Smith County Current Fee	2014-07-29B
V.2.12	Plat Copy Fees <i>County Clerk's office requires seven (7) black & white signed and sealed copies of a plat be submitted for filing</i>	\$7.00 per copy	\$7.00 per copy	2014-07-29B
V.3	VARIANCES			
V.3.1	Subdivision Regulation Variance	\$75.00	\$75.00	2014-07-29B
V.3.2	Zoning Board of Adjustment Variance*	\$200.00 + LNF	150.00 + LNF	2015-09-17D
V.3.3	Sign Regulation Variance	\$75.00	\$75.00	2014-07-29B
V.4	ZONING & LANDUSE			
V.4.1	Annexation Petition (all)*	\$300.00 + LNF	\$300.00 + LNF	2014-07-29B
V.4.2	Comprehensive Plan Amendment*	New	\$150.00 + LNF	2015-09-17D
V.4.3	Special Use Permit*	\$200.00 + LNF	\$150.00 + LNF	2015-09-17D
V.4.4	Special Exception*	\$200.00 + LNF	\$150.00 + LNF	2015-09-17D
V.4.5	Zoning Change*	\$500.00 + \$25.00 per acre + LNF	\$150.00 + \$25.00 per acre + LNF	2015-09-17D
V.4.6	Zoning /Address Verification Letter	\$25.00	\$25.00	2014-07-29B
V.4.7	Oil & Gas Well Drilling Permit Fee	\$4,000.00	\$4,000.00	2014-07-29B
V.4.8	Oil and Gas Well Annual Inspection & Re-Inspection Fee	Current Rate as charged by Oil & Gas Well Inspector	Current Rate as charged by Oil & Gas Well Inspector	2014-07-29B
V.5	LEGAL NOTIFICATION FEES* (LNF)			
V.5.1	Legal Notification of Property Owners (Legal, Advertising & Property Owners within 200' of parcel)	\$250.00	\$150.00	2015-09-17D
V.6	RIGHT OF WAY / STREET ABANDONMENT FEES			
V.6.1	Street / Alley / ROW Abandonment Request	\$200.00 + <i>Rusk or Smith County Clerk Filing Fees</i>	\$200.00 + <i>Rusk or Smith County Clerk Filing Fees</i>	2014-07-29D
SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
W	NEW INFRASTRUCTURE FEES	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
W.1	ENGINEER & CONSTRUCTION FEES			
W.1.1	Construction Permit Fee	3% of cost of construction cost of development	3% of cost of construction cost of development	2014-07-29D
W.1.2	Inspection Fees	2% of cost of construction cost of development	2% of cost of construction cost of development	2014-07-29D
SECTION	ACTIVITY	FEES, RATES OR CHARGES		ORD. NO.
X	ALCOHOL SALES PERMITS	Charges Effective prior 10/1/2015	Charges Effective after 10/1/2015	Amending Ordinance
X.1	BEER & WINE OFF PREMISE SALES PERMITS			
X.1.1	BQ City Permit Fee (biennial)	\$60.00	\$60.00	2015-01-15A
X.1.2	BQ Application & Inspection Fee	\$50.00	\$50.00	2015-01-15A

TABLE 1: BUILDING PERMIT FEES

TOTAL JOB VALUATION	PERMIT FEE
\$1.00 to \$500.00	\$25.00
\$501.00 to \$2000.00	\$25.00 for the first \$500.00 plus \$3.25 for each additional \$1000.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$75.00 for the first \$2,000.00 plus \$14.00 for each additional \$1000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$405.00 for the first \$25,000.00 plus \$10.60 for each additional \$1000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$675.00 for the first \$50,000.00 plus \$7.35 for each additional \$1000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,045.00 for the first \$100,000.00 plus \$5.90 for each additional \$1000.00, or fraction thereof, to and including \$500,000.00
\$500,000.00 to \$1,000,000.00	3,9545.00 for the first \$500,000.00 plus \$5.00 for each additional \$1000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,888.40 for the first \$1,000,000.00 plus \$3.35 for each additional \$1000.00, or fraction thereof
OTHER INSPECTIONS & FEES	
Inspections outside normal business hours (Minimum 2 hour charge)	75.00 per hour
Re-Inspection Fee	75.00 per hour
Inspections for which no fee is specifically indicated (Minimum one-half hour)	75.00 per hour
Additional plan review required by changes, additions or revisions to plans	\$250.00 Commercial & Multi-Family \$100.00 Residential
For use of outside consultants for plan review and inspections or both.	Actual Costs

TABLE 2: TEXAS ADMINISTRATIVE CODE
TITLE 1: ADMINISTRATION; PART3: OFFICE OF THE ATTORNEY
GENERAL;
CHAPTER 70: COST OF COPIES OF PUBLIC INFORMATION
RULE §70.3: Charges for Providing Copies of Public Information

- a) The charges in this section to recover costs associated with providing copies of public information are based on estimated average costs to governmental bodies across the state. When actual costs are 25% higher than those used in these rules, governmental bodies other than agencies of the state, may request an exemption in accordance with §70.4 of this title (relating to Requesting an Exemption).
- b) **Copy charge.**
- 1) Standard paper copy. The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$.10 per page or part of a page. Each side that has recorded information is considered a page.
 - 2) Nonstandard copy. The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:
 - (A) Diskette--\$1.00;
 - (B) Magnetic tape--actual cost
 - (C) Data cartridge--actual cost;
 - (D) Tape cartridge--actual cost;
 - (E) Rewritable CD (CD-RW)--\$1.00;
 - (F) Non-rewritable CD (CD-R)--\$1.00;
 - (G) Digital video disc (DVD)--\$3.00;
 - (H) JAZ drive--actual cost;
 - (I) Other electronic media--actual cost;
 - (J) VHS video cassette--\$2.50;
 - (K) Audio cassette--\$1.00;
 - (L) Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, bluebar, not including maps and photographs using specialty paper--See also §70.9 of this title)--\$.50;
 - (M) Specialty paper (e.g.: Mylar, blueprint, blueline, map, photographic--actual cost.
- c) **Labor charge for programming. If a particular request requires the services of a programmer in order to execute an existing program or to create a new program so that requested information may be accessed and copied, the governmental body may charge for the programmer's time.**
- (1) The hourly charge for a programmer is \$28.50 an hour. Only programming services shall be charged at this hourly rate.
 - (2) Governmental bodies that do not have in-house programming capabilities shall comply with requests in accordance with §552.231 of the Texas Government Code.
 - (3) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of §552.261(b) of the Texas Government Code.
- d) **Labor charge for locating, compiling, manipulating data, and reproducing public information.**
- (1) The charge for labor costs incurred in processing a request for public information is \$15 an hour. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.
 - (2) A labor charge shall not be billed in connection with complying with requests that are for 50 or fewer pages of paper records, unless the documents to be copied are located in:
 - (A) Two or more separate buildings that are not physically connected with each other; or
 - (B) A remote storage facility.
 - (3) A labor charge shall not be recovered for any time spent by an attorney, legal assistant, or any other person who reviews the requested information:
 - (A) To determine whether the governmental body will raise any exceptions to disclosure of the requested information under the Texas Government Code, Subchapter C, Chapter 552; or

TABLE 2: TEXAS ADMINISTRATIVE CODE
TITLE 1: ADMINISTRATION; PART3: OFFICE OF THE ATTORNEY
GENERAL;
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RULE §70.3: Charges for Providing Copies of Public Information

(B) To research or prepare a request for a ruling by the attorney general's office pursuant to §552.301 of the Texas Government Code.

(4) When confidential information pursuant to a mandatory exception of the Act is mixed with public information in the same page, a labor charge may be recovered for time spent to redact, blackout, or otherwise obscure confidential information in order to release the public information. A labor charge shall not be made for redacting confidential information for requests of 50 or fewer pages, unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(5) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of Texas Government Code, Chapter 552, §552.261(b).

(6) For purposes of paragraph (2) (A) of this subsection, two buildings connected by a covered or open sidewalk, an elevated or underground passageway, or a similar facility, are not considered to be separate buildings.

e) Overhead charge.

(1) Whenever any labor charge is applicable to a request, a governmental body may include in the charges direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If a governmental body chooses to recover such costs, a charge shall be made in accordance with the methodology described in paragraph (3) of this subsection. Although an exact calculation of costs will vary, the use of a standard charge will avoid complication in calculating such costs and will provide uniformity for charges made statewide.

(2) An overhead charge shall not be made for requests for copies of 50 or fewer pages of standard paper records unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(3) The overhead charge shall be computed at 20% of the charge made to cover any labor costs associated with a particular request. Example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing, \$15.00 x .20 = \$3.00; or Programming labor charge, \$28.50 x .20 = \$5.70. If a request requires one hour of labor charge for locating, compiling, and reproducing information (\$15.00 per hour); and one hour of programming labor charge (\$28.50 per hour), the combined overhead would be: \$15.00 + \$28.50 = \$43.50 x .20 = \$8.70.

f) Microfiche and microfilm charge.

(1) If a governmental body already has information that exists on microfiche or microfilm and has copies available for sale or distribution, the charge for a copy must not exceed the cost of its reproduction. If no copies of the requested microfiche or microfilm are available and the information on the microfiche or microfilm can be released in its entirety, the governmental body should make a copy of the microfiche or microfilm. The charge for a copy shall not exceed the cost of its reproduction. The Texas State Library and Archives Commission has the capacity to reproduce microfiche and microfilm for governmental bodies. Governmental bodies that do not have in-house capability to reproduce microfiche or microfilm are encouraged to contact the Texas State Library before having the reproduction made commercially.

(2) If only a master copy of information in microfilm is maintained, the charge is \$.10 per page for standard size paper copies, plus any applicable labor and overhead charge for more than 50 copies.

g) Remote document retrieval charge.

(1) Due to limited on-site capacity of storage documents, it is frequently necessary to store information that is not in current use in remote storage locations. Every effort should be made by governmental bodies to store current records on-site. State agencies are encouraged to store inactive or non-current records with the Texas State Library and Archives Commission. To the extent that the retrieval of documents results in a charge to comply with a request, it is permissible to recover costs of such services for requests that qualify for labor charges under current law.

TABLE 2: TEXAS ADMINISTRATIVE CODE
TITLE 1: ADMINISTRATION; PART3: OFFICE OF THE ATTORNEY
GENERAL;
CHAPTER 70: COST OF COPIES OF PUBLIC INFORMATION
RULE §70.3: Charges for Providing Copies of Public Information

(2) If a governmental body has a contract with a commercial records storage company, whereby the private company charges a fee to locate, retrieve, deliver, and return to storage the needed record(s), no additional labor charge shall be factored in for time spent locating documents at the storage location by the private company's personnel. If after delivery to the governmental body, the boxes must still be searched for records that are responsive to the request, a labor charge is allowed according to subsection (d) (1) of this section.

h) Computer resource charge.

(1) The computer resource charge is a utilization charge for computers based on the amortized cost of acquisition, lease, operation, and maintenance of computer resources, which might include, but is not limited to, some or all of the following: central processing units (CPUs), servers, disk drives, local area networks (LANs), printers, tape drives, other peripheral devices, communications devices, software, and system utilities.

(2) These computer resource charges are not intended to substitute for cost recovery methodologies or charges made for purposes other than responding to public information requests.

(3) The charges in this subsection are averages based on a survey of governmental bodies with a broad range of computer capabilities. Each governmental body using this cost recovery charge shall determine which category(ies) of computer system(s) used to fulfill the public information request most closely fits its existing system(s), and set its charge accordingly. Type of System--Rate: mainframe--\$10 per CPU minute; Midsize--\$1.50 per CPU minute; Client/Server--\$2.20 per clock hour; PC or LAN--\$1.00 per clock hour.

(4) The charge made to recover the computer utilization cost is the actual time the computer takes to execute a particular program times the applicable rate. The CPU charge is not meant to apply to programming or printing time; rather it is solely to recover costs associated with the actual time required by the computer to execute a program. This time, called CPU time, can be read directly from the CPU clock, and most frequently will be a matter of seconds. If programming is required to comply with a particular request, the appropriate charge that may be recovered for programming time is set forth in subsection (d) of this section. No charge should be made for computer print-out time. Example: If a mainframe computer is used, and the processing time is 20 seconds, the charges would be as follows: $\$10 / 3 = \3.33 ; or $\$10 / 60 \times 20 = \3.33 .

(5) A governmental body that does not have in-house computer capabilities shall comply with requests in accordance with the §552.231 of the Texas Government Code.

- i) Miscellaneous supplies. The actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce the requested information, may be added to the total charge for public information.**
- j) Postal and shipping charges. Governmental bodies may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the requesting party.**
- k) Sales tax. Pursuant to Office of the Comptroller of Public Accounts' rules sales tax shall not be added on charges for public information (34 TAC, Part 1, Chapter 3, Subchapter O, §3.341 and §3.342).**
- l) Miscellaneous charges: A governmental body that accepts payment by credit card for copies of public information and that is charged a "transaction fee" by the credit card company may recover that fee.**

These charges are subject to periodic reevaluation and update.

