
MEETING NOTICE

In accordance with the order of the Office of the Governor issued March 16, 2020, the City Council of the City of Woodcreek, Texas will conduct a video conference and telephonic meeting in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of COVID-19. The meeting will be held on July 15, 2020 at 2:30 PM. The public may watch this meeting live and have the opportunity to comment via audio devices at the following link: <https://meetings.ipvideotalk.com/183015734>.

The public may participate in this meeting by dialing one of the following numbers: 1(617) 315-8088 or toll free at 1(888) 330-2489. When prompted enter Meeting ID: 183015734.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Written questions or comments may be submitted until 10:00 am on Wednesday, July 15, 2020.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

AGENDA

This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551). The Woodcreek City Council will hold a Meeting at which time the following items will be considered:

INVOCATION

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

Interested persons are required to sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak and whether they wish to speak on the item at the beginning of the meeting or during the meeting when the agenda item is being considered by the City Council. Speakers shall refrain from comments regarding the City's staff, elected officials, or council appointed committee membership which are prohibited by law. Delegations of more than five persons shall appoint one person to present their views before the City Council. The City Council may not discuss or comment about an item not included on the agenda, except that the Council may (1) make a statement of fact regarding the item; (2) make a statement concerning the policy regarding the item; or (3) propose that the item be placed on a future agenda. Comments will be limited to three (3) minutes per speaker.

REGULAR AGENDA

1. Discussion and Take Appropriate Action on Revised Budget Calendar for Fiscal Year 2020-2021

2. Budget Workshop - Presentation, Review, and Discussion on Second Draft of Proposed Budget for Fiscal Year 2020-2021
3. Discussion and Take Appropriate Action on Setting a Date and Time for a Public Hearing on the Proposed Budget for Fiscal Year 2020-2021
4. Discussion and Take Appropriate Action on Setting a Date and Time for a Public Hearing on the Proposed Tax Rate for Fiscal Year 2020-2021

ADJOURN

By: _____



Brenton B. Lewis, City Manager

**Revised
Budget and Tax Rate Calendar
2020-2021**

- July 8 Budget Workshop – Present base budget to the City Council.

- July 15 Budget Workshop – Present Amended Proposed Budget to City Council
Vote to Set Date for a Public Hearing on the Proposed Budget
Vote to Set Date for a Public Hearing on the Proposed Tax Rate

- July 25 Receive certified estimate from HCAD.

- Aug. 5 Post Website Notice

- Aug 7 File draft budget with City Secretary

- Aug. 12 Budget Workshop – Discuss impact of different tax rates
Hold a Public Hearing on the Budget.
Hold a Public Hearing on the Proposed Tax Rate
Vote on the Proposed Tax Rate

- Sept. 9 Budget Workshop – Present final decision document
Hold public hearing on the tax rate.
Vote to amend the 2019-2020 budget (if necessary).
Vote to adopt the budget.
Vote to adopt the tax rate.

Discussion and Take Appropriate Action on Setting a Date and Time for the Public Hearing on the Proposed Budget for Fiscal Year 2020-2021

City of Woodcreek
 2020-2021 Second Draft
 For Budget Workshop on 07/15/2020

M&O Budget	2020-2021 Proposed	2019-2020 as of 6/30/2020	2019-2020 Amended	2018-2019 Actual	2018-2019 Budget	2017 - 2018 Actual	2017 - 2018 Budget	2016-2017 Actual	2016-2017 Budget	2015-2016 Actual	2014-2015 Actual
REVENUE											
Balance Forward	61,230		37,700	135,460	135,460				18,930		
3000 Ad Valorem Tax	300,000	299,275	292,000	272,035	280,000	288,879	280,000	233,418	233,500	214,339	194,680
3005 State Sales Tax	60,000	53,675	65,000	52,678	50,000	51,745	50,000	45,793	45,790	38,506	36,410
3010 Mixed Beverage Tax	670	670	670	501	1,000	978	1,000	1,414	1,500	1,322	899
3020 Electric Franchise Revenue	34,000	24,547	34,000	32,887	34,000	33,385	34,000	21,172	31,000	27,158	29,836
3030 Cable Services Franchise Fee	25,000	25,671	25,000	35,335	25,000	32,529	39,000	30,014	30,000	27,189	26,057
3030.10 TWC - PEG Cable Revenue	5,000	5,135	3,290	4,953	5,000	6,433		3,196	4,570	4,422	5,211
3040 Water Service Franchise Fee	96,000	84,703	96,000	91,567	96,000	94,977	95,000	92,069	92,100	87,738	83,403
3050 Disposal Service Franchise Fee	18,500	14,364	18,000	16,935	14,500	16,759	16,800	10,649	14,000	14,036	13,172
3060 Telephone Franchise Fee	1,500	903	1,500	1,003	1,500	1,414	2,000	977	1,500	1,119	1,676
3070 Golf Course Franchise Revenue	500	500	500	650	500	500	500		500	-	500
3080 Reimbursement	3,000		3,000		500	0			13,000	-	-
3080.1 Engineering Reimbursement				338		0				-	115
3080.2 Legal Reimbursement				-		0				-	-
3080.3 Admin Reimbursement				528		0		12,276		10	113
3090 Development Revenue		35,355	33,230	18,722	15,000		38,000			14,498	27,569
3090.01 Residential				17,306		24,029		11,020	14,000		
3090.011 New Home Permits	10,000	13000	12,000								
3090.012 Other Permits	5,000	5624	4,500								
3090.013 Inspections	18,000	13,618	14,000								
3090.02 Commercial	150	150	150	612		9,631		160	200		
3090.03 Other	80	75	80	804		5,000		2,288			
3090.031 Subdivisions/Plats/Re-Plats	2,500	2888	2,500								
3093 Liquor License Revenue	1,310	1310	600	1,310	560						
3095 Sign Fees	700	650	500	490	500	985	940	1,065	300	295	120
4000 Interest Income	12,000	15,675	22,500	30,712	29,500	9,310	8,000	3,067	4,000	3,602	2,236
4010 Other Revenue	1,000	1,230	1,000	841	2,500	2,370	3,000	986	3,010	357	530
4015 Oak Wilt Containment				-						1,061	-
4020 Municipal Court Revenue	500		500	1,120	1,500	3,233	3,000	500	1,000	140	
4035 TDEM DR-4485 Revenue		18,557	37,500								
4040 Donations Received	5,000		5,000	7,000	6,000		5,000	5,000	5,000	5,030	5,145
Total Gen Fund Revenues	661,640	582,220	707,630	705,064	699,020	582,157	576,240	475,064	513,900	440,822	427,672
Expenditures:											
5000.01 Salaries and Wages	173,680	116,476	175,000	135,970	150,700	139,392	143,900	108,512	135,065	96,889	85,643
5000.02 Insurance Stipend	8,500	6,071	11,000	7,295	7,200	3,617	3,600	1,000	1,200	225	
5000.03 City Manager Car Allowance	6,000	5,831	7,340	7,654	8,350	8,350	8,350	6,958	8,350	4,820	-
5000.05 Elected Officials Pay			0	630	840	880	840	700	840	630	

City of Woodcreek
 2020-2021 Second Draft
 For Budget Workshop on 07/15/2020

M&O Budget		2020-2021 Proposed	2019-2020 as of	2019-2020 Amended	2018-2019 Actual	2018-2019 Budget	2017 - 2018 Actual	2017 - 2018 Budget	2016-2017 Actual	2016-2017 Budget	2015-2016 Actual	2014-2015 Actual
5000.20	Payroll Tax				-	-				11,585	8,658	8,156
5000.21	FICA/OASDI	13,750	9701	14,000	11,113	11,760	11,371	11,720	9,052			
5000.22	Unemployment Insurance	500	88	500	36	180	499	180	144			
5000.40	Retirement	17,380	10,518	16,000	11,923	13,600	10,243	9,370	3,467	5,100	3,203	3,089
5000.50	Direct Deposit Expense									130	115	
5000	Personnel Services	219,810	148,685	223,840	174,621	192,630	174,352	177,960	129,834	162,270	114,540	96,888
						-						
5500.05	Bank Fees & Charges				(216)	(220)	304				33	38
5500.10	City Hall Maintenance/Repairs	3,000	918	2,500	2,502	2,500	1,501	2,000	2,616	2,500	14,624	614
5500.20	City Hall Cleaning Costs	1,500	1,125	1,500	1,375	1,500	1,375	1,500	270			
5500.30	IT & Radio	15,000	13,787	15,000	1,792	1,000	727	700	640	7,000	6,220	5,638
5500.40	Newsletter				-	-				0	-	999
5500.50	Office Supplies	2,500	1,649	3,500	4,390	4,500	2,257	2,000	1,641	3,500	3,715	3,131
5500.60	Postage & Shipping	1,500	903	1,500	1,042	1,500	1,444	1,800	791	1,620	1,678	1,165
5500.61	Printing & Reproduction	2,500	3,256	4,000	4,687	5,000	6,243	6,000	3,755	4,000	3,548	1,908
5500.62	Printing Costs - Newspaper	2,000	1104	2,000								
5500.70	Storage Rental				108	110	1,291	1,250	797	1,250	1,110	908
5500.80	Software and Subscriptions	13,000	6,763	8,000	6,772	7,000	6,263	8,300	3,918			
5500	Office Expenses	41,000	29,505	38,000	22,452	22,890	21,405	23,550	14,429	19,870	30,928	14,401
6000.01	Audit Expenses	11,000	10,040	10,040	9,860	9,860	9,100	9,100	10,905	9,000	6,600	6,600
6000.10	Codification	4,000	1,234	4,000	3,883	4,000	2,743	3,000	571	1,000	847	2,309
6000.11	Contract Labor	5,000		3,000	-	3,000	0	500	417	6,750	7,255	8,060
6000.15	Engineering	20,000	15,874	20,000	17,965	20,000	13,206	10,000	12,139	10,000	1,850	4,438
6000.20	Legal Expenses					40,000	0	20,000		25,000	19,538	44,741
6000.21	General	30,000	27,254	25,000	24,482		12,037		14,020		14,471	23,213
6000.22	Legal Reimbursable		1,351		53		27		420		-	1,475
6000.25	Special Cases	22,000		22,000	8,905	-	5,597				5,068	20,053
6000.30	IT Services	14,500	9023	12,560	7,563	8,000	8,540	8,500	7,540			
6000.40	Accounting	12,000	9194	11,000	9,896	10,000	10,500	10,000	7,851			
6000.50	Law Enforcement	63,660	38911	63,660								
6000	Professional Services	182,160	112,881	171,260	82,607	94,860	61,750	61,100	38,472	51,750	36,091	66,148
6500.01	Deer Removal	1,000	675	1,000	900	1,200	900	1,000	525	2,500	1,125	2,325
6500.15	Mowing	3,000	660	3,000	1,358	3,000	1,080	1,200	1,945	5,500	3,420	5,612
6500.20	Oak Wilt Out Reach	1,000			-	-	0	0		1,000	-	675
6500.21	Greenspace Maintenance		256		7,830	30,000	12,726	15,000	5,527	30,000	11,662	15,407
	Landscape Maintenance	7,000	1840	10,000								
	Contract Services	2,000	1520	1,000								

City of Woodcreek
 2020-2021 Second Draft
 For Budget Workshop on 07/15/2020

M&O Budget		2020-2021 Proposed	2019-2020 as of	2019-2020 Amended	2018-2019 Actual	2018-2019 Budget	2017 - 2018 Actual	2017 - 2018 Budget	2016-2017 Actual	2016-2017 Budget	2015-2016 Actual	2014-2015 Actual
	Playground Maintenance											
6500.25	ROW Tree Trimming	15,000	12,160	12,160	-	15,000	11,100	12,000		10,000	1,235	16,581
6500.26	Holiday Decorations	1,000	465	1,000								
6500.30	Street Maintenance	50,000	954	50,000	45,453	150,000	1,255	1,300	43,057	43,100	25,369	21,485
	Street Safety											
6500.31	Street Signs	2,500	1,246	2,500	2,926	4,000	501	750	1,253	1,200	627	3,823
6500.35	Storm Damage Reserve	1,000	1,995	1,000	-	1,000	0	7,000		7,000		
6500.40	Tree Limb Pick-Up				-	-	0		5,200	5,200	9,675	3,355
6500.50	Equipment Maintenance	1,000	177	1,500	1,497	2,500	549					
6500.60	Water Quality Testing CCWPP	1,500	616	2,000								
6500	Area Care/Maintenance	86,000	22,564	85,160	59,964	206,700	28,111	38,250	57,507	105,500	53,113	69,263
7000.01	Ad Valorem Tax Expense	3,800	2,681	3,700	3,103	2,500	3,061	3,100	1,409	2,000	1,800	1,746
7000.02	Building Inspections	10,500	8,620	10,500	8,615	8,000	6,935	6,500	6,820	5,500	8,325	5,120
7000.03	Code Compliance	1,500	711	1,500	-	1,500	1,898	2,000		1,500	20	-
7000.04	Dues & Memberships	2,400	1,955	2,400	2,572	3,000	2,683	3,000	2,460	1,800	1,691	1,341
7000.05	Election Expense	1,500	1,074	1,200	3,552	3,560	0		3,113	3,200	2,592	-
7000.06	TML Dues	600	591	600								
7000.15	Meeting Expense	1,200	669	1,200	1,203	500	1,487	1,600	1,183	1,600	1,646	1,165
7000.20	Public Notices	5,000	693	5,000	3,593	1,500	1,317	2,000	990	1,500	1,536	1,020
7000.30	Employee Travel	2,000	778	2,000	1,255	1,500	4,047	4,000	2,391	4,000	472	3,585
7000.31	Elected Body Travel	3,000	905	3,000	931	3,000						
7000.40	Training & Prof Development						3,847	5,000	2,629	5,000	1,769	908
7000.41	Elected Body	2,500	110	2,500	2,150	2,500						
7000.42	Staff	1,500	529	1,500	2,362	4,000						
7000.50	Community Events	3,000	1,941	3,000	2,220	3,000						
7000	Other Operating Expenses	38,500	21,257	38,100	31,556	34,560	25,275	27,200	20,996	26,100	19,851	14,885
7500.01	City Hall Utilities	3,200		3,000		3,000	0	3,200		2,700	2,364	2,588
7500.11	Electricity		1,321		1,441		1,406		942			
7500.12	Water		1,075		1,438	-	1,518		1,359			
7500.20	Outdoor Utilities	4,000		4,000		4,000		4,000		3,600	3,354	3,505
7500.21	Electricity		959		1,225		1,331		1,113			
7500.22	Water		1461		1,720		2,158		1,879			
7500.30	Telephone & Internet	3,200	2,216	4,000	2,805	3,200	3,935	4,000	2,713	3,000	2,676	2,916
7500	Utilities	10,400	7,032	11,000	8,629	10,200	10,348	11,200	8,007	9,300	8,394	9,009
7600.01	TML Insurance	3,520	3,519	3,520	3,514	3,520	3,288	3,500	2,908	2,910	2,514	2,618
7600	Insurance	3,520	3,519	3,520	3,514	3,520	3,288	3,500	2,908	2,910	FALSE	2,618

City of Woodcreek
 2020-2021 Second Draft
 For Budget Workshop on 07/15/2020

M&O Budget		2020-2021 Proposed	2019-2020 as of	2019-2020 Amended	2018-2019 Actual	2018-2019 Budget	2017 - 2018 Actual	2017 - 2018 Budget	2016-2017 Actual	2016-2017 Budget	2015-2016 Actual	2014-2015 Actual
7700	TDEM DR-4485	0	155,821	50,000								
		0	155,821	50,000								
8020.20	MC Judge	3,600	2,900	3,600	3,300	3,600	3,000	3,500	3,000	3,500	3,100	3,400
8020.25	Misc. Court Costs	2,500	500	2,500	8,271	8,500	4,395	5,000	990	1,000	735	1,431
8020.30	Prosecutor	2,500	63	2,500	6,352	7,000	5,125	6,000		2,400	-	3,014
8020.35	Court Baliff	750		750								
8020.40	State Comptroller Costs	700		700								341
8020.41	Supplies	200		200	-	200	47	200	77	200	-	162
8020.60	Law Enforcement				31,826	63,660	35,425	30,000	21,255	28,000	28,340	20,835
8020	Municipal Court Costs	10,250	3,463	10,250	49,749	82,960	47,992	44,700	25,322	35,100	32,175	29,183
	Contingency Reserve			50,000		50,000	0			77,930	-	-
	Miscellaneous										-	113
8900.10	Reconciliation Discrepancies										207	-
8900	Miscellaneous	70,000			3,633						207	113
8900	Projects		17,800	26,500			16,129		63,300			
	Miscellaneous	70,000	17,800	76,500	3,633	50,000	16,129	0	7,640	12,610		
	Total Gen Fund Expenditures	661,640	522,527	707,630	436,725	698,320	388,650	387,460	368,413	503,340	295,298	302,508
	Revenues less Expenditures	0		0	268,339	700	193,507	188,780	106,651	10,560		

8900 Miscellaneous

Comprehensive Plan and Zoning Update	55,000
Radar Signs x 2	15,000
	<u>70,000</u>

Capital Projects	
Revenues	Capital Project Reserves 250,000
Expenses	Street Improvements
	Woodcreek Dr/Cypress Point Dr Extension 150,000
	Address ADA Requirement/Health and Safety and Enlarge Council Chambers 100,000
	<u>250,000</u>
	Revenues less Expenses 0

Debt Service	
Revenues	Ad Valorem Tax 207,154
Expenses	Principal 2/15/2021 195,000
	Interest 2/15/2021 6,769
	Interest 8/15/2021 5,384
	<u>207,154</u>