



CITY OF HITCHCOCK



FY 2020 BUDGET

City Of Hitchcock

ADOPTED BUDGET

FY 2020

NOTICE ABOUT THIS BUDGET

As required by section 102.007d of the Texas Local Government Code, the City of Hitchcock is providing the following statement:

This budget will raise less revenue from property taxes than last year's budget by an amount of \$34,809 which is an 1.9% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$45,889.62.

Adopted revenue increase will support maintenance and operations in the City's General Fund for essential City service.

Total debt obligation for the City of Hitchcock secured by property taxes: \$0.

<u>TAX RATE</u>	<u>FY 2019</u>	<u>FY 2020</u>
Property Tax Rate	\$0.50	\$0.585
Effective Tax Rate	\$0.569258	\$0.443033
Effective M&O Rate	\$0.569258	\$0.443033
Rollback Rate	\$0.866127	\$0.674363
Debt Rate	0	0

<u>GOVERNING BODY</u>	<u>RECORDED VOTE</u>
Mayor Stricklind	<u>Yea</u>
Wayne Newton – Mayor Pro Tem	<u>Yea</u>
Fard K. Abdullah	<u>Yea</u>
Chris Armacost	<u>Yea</u>
Mark Cook	<u>Yea</u>

CITY OF HITCHCOCK
ADOPTED ANNUAL OPERATING & CAPITAL BUDGET

FY 2019-2020

MAYOR

Randy Strickland

CITY COMMISSIONERS

Fard K. Abdullah

Chris Armacost

Wayne Newton

Mark Cook

Commissioner, District 1

Commissioner, District 2

Commissioner, District 3

Commissioner, District 4

Submitted By
Marie Gelles
City Administrator

CITY OF HITCHCOCK

EXECUTIVE STAFF 2020

Marie Gelles	City Administrator
Wilmon Smith	Police Chief
Lucy Dieringer	City Secretary
Susana Medelin	Finance
D. Joe Wood	Community Development
Ruth Ann Sorrell	Municipal Court Clerk
Joey Dieringer	Utility Supervisor
Bill Garvin	Wastewater Treatment Plant Operator
Anthony Jenkins	Street Drainage Department
Camelina Serna	Code Enforcement
Jacob Cooley	Garage

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Office of the City Administrator

City of Hitchcock
Hitchcock, Texas 77563
(409) 986-5591

August 9, 2019

Honorable Mayor and Members of City Commission
City of Hitchcock, Texas

Re: Fiscal Year 2019/2020 Proposed Annual Budget

It is my pleasure to present the City's 2019/2020 Proposed Annual Budget, for the fiscal year commencing October 1, 2019 and concluding September 30, 2020. As required by law, this budget is balanced and meets the Commission's core values of being fiscally conservative, while providing quality services in an effective and efficient manner. It also addresses opportunities for additional improvements emphasizing public safety and public improvements. As the City's financial and spending plan for the fiscal year, the adoption of the budget is one of the most important actions taken by the City Commission. With each budget cycle the City will continue to address the challenges of providing services with limited resources.

This budget is a balanced and conservative plan that repositions the City, as an organization, that addresses current as well as future needs. Presently, the City needs to plan to make major public improvements to address current and prospective residents of the City. As we grow as a community, the City needs to position the organization to address growth, by tweaking the organizational structure when and where needed; by modest increases in personnel, when necessary, and by replacing old, worn out equipment.

Every effort has been made within the Proposed Budget to allocate resources in a manner that enables the effective and sound delivery of municipal services.

I. Budget Document

This Budget continues the effort to create fiscal transparency by displaying the cost of public services and offering an overview of the revenues, expenditures/expenses, and change in fund balances of all City funds. The budget process involved an extensive review of every department's budget, line-item-by-line-item, to submit a balanced budget for your consideration. Each significant fund/department summary includes the prior year's budget, the current budget with current year's estimates, the Proposed budget, and the budget change. Each department worked to find savings in its operating budgets, and made recommendations for program improvements.

II. Proposed Organizational Changes

Starting this year, we will begin the process of reorganizing the City to improve accountability, efficiency and effectiveness, through the reclassification of several positions. Additionally, the budget includes funding for two new department head positions, Public Works Director and Community Development Director, to further enhance the City organization.

The Proposed budget also includes a city pay plan which includes salary ranges for each job title. The salary ranges are based on whole job ranking and market survey work performed in-house, with an analysis for existing job duties and pay rates. The classification system attempts to establish a pay structure that maintains equity within the organization. The classification system increases our ability to manage pay decisions.

III. General Fund

The FY 2019/2020 Proposed Budget includes \$1,534,524 in maintenance and operations support for the General Fund from property taxes.

The FY 2019/2020 Proposed Budget does not include an increase in the City's current tax rate of \$0.50 cents per \$100 valuation. The average taxable value of a residential homestead this year is \$134,553. If the Commission adopts the current tax rate of \$0.50 per \$100 of taxable value, the amount of tax imposed on the average homestead would be \$672.77, which works out to a daily cost of \$1.84.

The General Fund revenues and expenditures for FY 2019/2020 are projected for modest growth. General Fund revenues projected for the next fiscal year are \$4,700,078 with expenditures of \$4,700,078. The projected fund balance at the end of FY 2019/2020 is \$2,760,095 for the General Fund.

General Fund Highlights:

- Allocation of \$310,000 for street and drainage improvements;
- Allocation of \$90,000 for street & drainage equipment;
- Allocation of \$88,453 for a Community Development Director;
- Allocation of \$55,000 for the lease purchase of three (3) police patrol vehicles;
- Allocation of \$37,521 for City Hall building improvements;
- Allocation of \$40,000 to upgrade the City's IT system, replacing outdated computers, and improve system security;
- Allocation of \$3,340 to upgrade the City's website; and
- Maintains continued funding of \$75,000 for the EMS Services contract; \$92,400 for the Volunteer Fire Department; and, \$97,200 contribution to the Library.

IV. Utility Fund

Proposed Utility Fund revenues and expenses for FY 2019/2020 are projected at \$3,221,291 and \$3,221,291, respectively.

The City recently engaged a rate consultant to assist the City in developing a water and wastewater rate structure which adequately funds operations, capital improvements, and future debt service while ensuring that each service is operating at a self-sustaining basis. At this time, no utility rate increase for water and wastewater are incorporated in the budget. A decision on the utility rates will not be made until the new rate study is completed and presented to the City Commission later in the month. However, it is anticipated that we may require utility rate increases to provide adequate revenues and meet the systems operation and maintenance expenses, while providing the funds for future system capital improvements.

Utility Fund Highlights:

- Allocation of \$350,000 for repairs to the main elevated storage tank;
- Allocation of \$120,000 for silt removal from the aeration basin;
- Allocation of \$100,000 for Inflow and Infiltration (I&I) Assessment;
- Allocation of \$68,761 for one new Water Utility Worker position;
- Allocation of \$50,000 for Redfish elevated storage tank rehab;
- Allocation of \$32,000 for a Water System Monitoring Plan and Nitrification Action Plan to meet TCEQ requirements;
- Allocation of \$30,000 to upgrade lift station controls and electrical repairs;
- Reclassification of vacant Utility Clerk position to Public Works Director, a net increase of \$31,739;
- Allocation of \$35,000 to conduct a study for the development of impact fees; and
- Allocation of \$25,000 to rehab two (2) manholes at the WWTP.

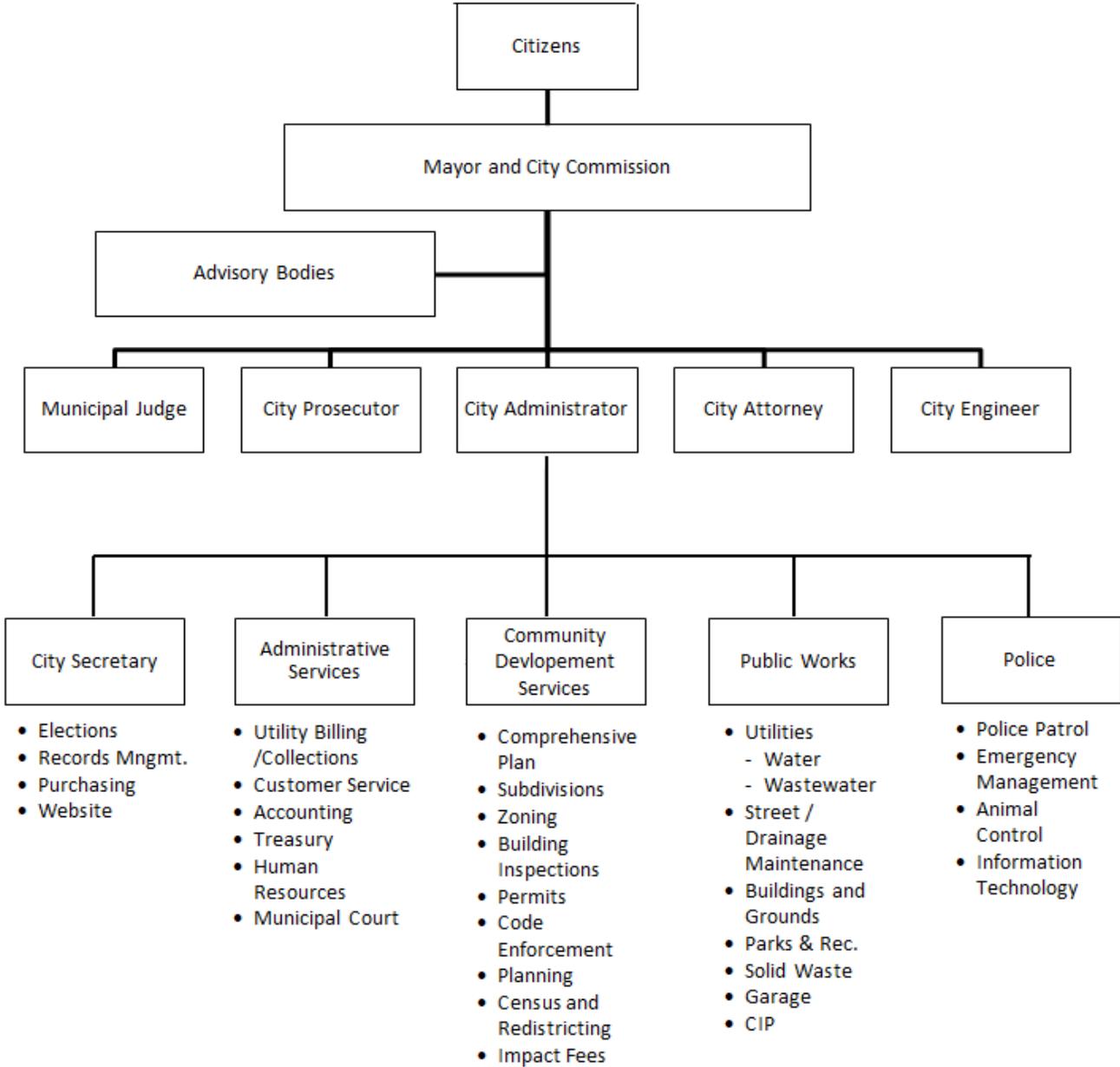
In closing, I want to thank each of the Members of the City Commission for their budget guidance, as well as the Department Directors, and all the City employees that contributed towards the development of the FY 2019/2020 Proposed Annual Budget. I also want to especially thank Ruth Ann Sorrell for her contribution in putting the budget document together. We believe that this Proposed budget is realistic, attainable and cost-effectively meets the existing level of service which you have directed the City staff to provide and which our citizens expect. The budget will be monitored closely, as to the performance of revenues and compliance with appropriation limits, with monthly reports provided to management and monitored by all departmental directors.

Respectfully Submitted,



Marie Gelles
City Administrator

CITY OF HITCHCOCK – 2020 ORGANIZATIONAL CHART



CITY OF HITCHCOCK – PERSONNEL ALLOCATION OVERVIEW
FY2020 ADOPTED Annual Operating & Capital Budget

GENERAL FUND	ACTUAL FY 2018	AMENDED FY 2019	ESTIMATED FY 2019	ADOPTED FY 2020	BUDGET CHANGE
STAFFING					
CITY ADMINISTRATOR	0	0	1	1	1
CITY SECRETARY	1	1	1	1	0
FINANCE	1	1	1	2	1
POLICE	24	20	20	20	0
COMMUNITY DEVELOPEMENT	4	4	4	4.5	.5
MUNICIPAL COURT	3	3	3	3	0
GARAGE	1	1	1	1	0
STREETS AND DRAINAGE	7.5	5.5	5.5	6	0.5
TOTAL GENERAL FUND	41.5	35.5	36.5	38.5	3
UTILITY FUND					
PUBLIC WORKS ADMINISTRATION	0	0	0	3	3
WASTEWATER	5	5	5	3.5	-1.5
WATER	6	6	6	4.5	-1.5
TOTAL UTILITY FUND	11	11	11	11	0
Total City Staffing	52.5	46.5	47.5	49.5	3

CITY OF HITCHCOCK – PROPERTY TAX RATE**FY2020 ADOPTED Annual Operating & Capital Budget**

TAX YEAR	FISCAL YEAR	TOTAL RATE	M&O RATE	I&S RATE
2001	2002	0.567000	0.314200	0.252800
2002	2003	0.568400	0.328400	0.240000
2003	2004	0.581380	0.361160	0.220220
2004	2005	0.538900	0.343100	0.195800
2005	2006	0.534560	0.348735	0.185822
2006	2007	0.555050	0.375140	0.179910
2007	2008	0.511080	0.395350	0.115730
2008	2009	0.473230	0.370792	0.102438
2009	2010	0.473230	0.325910	0.147320
2010	2011	0.472290	0.335698	0.136597
2011	2012	0.396461	0.396461	0.000000
2012	2013	0.396105	0.396105	0.000000
2013	2014	0.413202	0.413202	0.000000
2014	2015	0.413202	0.413202	0.000000
2015	2016	0.413202	0.413202	0.000000
2016	2017	0.413202	0.413202	0.000000
2017	2018	0.500000	0.500000	0.000000
2018	2019	0.500000	0.500000	0.000000
2019	2020	0.585000	0.585000	0.000000

ALL FUNDS SUMMARY

CITY OF HITCHCOCK – ALL FUND BUDGET SUMMARY
All Fund Budget Summary
FY 2020 Adopted Budget

	GENERAL FUND	UTILITY FUND	POLICE TRAINING	DRUG FORFEITURE	POLICE DONATIONS	COURT SECURITY	COURT TECHNOLOGY	HOTEL/ MOTEL
BEGINNING BALANCE	2,760,095	1,418,971	0	4,274	10,241	47,840	21,076	2,000
REVENUE	4,960,947	3,549,720	2,054	0	2,500	3,800	5,000	3,460
TRANSFERS IN	160,737	-	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE	7,881,779	4,968,691	2,054	4,274	12,741	51,640	26,076	5,460
APPROPRIATIONS	4,960,947	3,418,731	2,054	4,274	12,000	21,605	8,287	5,000
TRANSFERS OUT			-	-		-	-	-
ENDING FUND BALANCE	2,920,832	1,549,960	0	-	741	30,035	17,789	460

	PARK FUND	TIRZ FUND	HIDC FUND	WATER LINE DEBT FUND	WATER LINE RESERVE	CDBG FUND	FEMA FUND	TOTAL
BEGINNING BALANCE	5,273	1,060,934	360,288	88,772	71,105	0	246,170	6,097,039
REVENUE	0	1,174,500	269,500	64,924	1,200	1,463,149	0	11,500,754
TRANSFERS IN								
TOTAL FUNDS AVAILABLE	5,273	2,235,434	629,788	153,696	72,305	1,463,149	246,170	17,758,530
APPROPRIATIONS	5,273	793,020	166,000	59,229	0	1,463,149	246,170	11,165,739
TRANSFERS OUT								
ENDING FUND BALANCE	0	1,442,414	463,788	72,305	72,305	0	0	6,570,629

GENERAL FUND

CITY OF HITCHCOCK – GENERAL FUND SUMMARY
FY2020 ADOPTED Annual Operating & Capital Budget

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
BEGINNING FUND BALANCE	94,852	1,405,346	1,405,346	2,760,095	1,354,749
REVENUE:					
SALES TAXES	1,251,007	1,268,000	1,215,543	1,236,000	(32,000)
PROPERTY TAXES	1,465,005	1,275,254	1,524,060	1,881,393	606,139
MUNICIPAL COURT FEES	250,162	269,500	237,774	241,300	-28,200
PERMIT FEES	584,849	1,110,863	1,255,017	1,024,765	-86,098
OTHER REVENUE	1,195,958	204,730	643,213	577,489	372,759
	4,746,981	4,128,347	4,875,607	4,960,947	832,600
TRANSFERS IN	369,694	-	-	160,737	160,737
	5,116,675	4,128,347	4,875,607	5,121,684	993,337
TOTAL AVAILABLE REVENUES	5,211,527	5,533,693	6,280,953	7,881,779	2,348,086
APPROPRIATIONS:					
CITY COMMISSION	-	-	-	27,865	27,865
CITY ADMINISTRATOR	247,838	352,164	337,903	256,428	(95,736)
CITY ATTORNEY	26,125	29,500	29,500	-	(29,500)
CITY SECRETARY	-	-	-	132,638	132,638
LIBRARY	89,535	97,200	97,200	97,200	-
FINANCE	-	-	-	186,459	186,459
TAX	15,964	15,500	17,637	-	(15,500)
EMPLOYEE GROUP INSURANCE	208,912	203,199	220,808	-	(203,199)
INSURANCE	102,628	115,200	92,241	42,612	(72,588)
POLICE	1,469,645	1,389,100	1,312,585	1,620,415	231,315
ANIMAL CONTROL	51,232	51,740	51,740	53,867	2,127
EMERGENCY MANAGEMENT	461,649	500	-	-	(500)
FIRE	89,110	97,400	95,438	96,810	(590)
EMS	75,000	75,000	75,000	75,000	-
CODE COMPLIANCE	105,060	114,050	87,413	131,040	16,990
MUNICIPAL COURT	198,080	196,625	166,575	222,895	26,270
COMMUNITY DEVELOPMENT	-	-	-	151,442	151,442
INSPECTION SERVICES	105,661	89,000	86,406	125,476	36,476
ZONING	65,197	61,550	92,341	67,453	5,903
INFORMATION TECHNOLOGY	-	-	-	85,980	85,980
STREETS & DRAINAGE	420,907	624,700	395,534	995,512	370,812
PARKS	3,134	5,000	3,510	6,880	1,880
GARAGE	70,504	81,250	72,178	82,857	1,607

FY2020 ADOPTED Annual Operating & Capital Budget (continued)

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
CONTINGENCY	-	96,474	-	204,088	107,614
SOLID WASTE	-	-	286,849	298,030	298,030
TOTAL APPROPRIATIONS	3,806,181	3,695,152	3,520,858	4,960,947	1,265,795
ENDING BALANCE	1,405,346	1,838,541	2,760,095	2,920,832	1,082,291

CITY OF HITCHCOCK – GENERAL FUND SUMMARY REVENUES
FY2020 ADOPTED Annual Operating & Capital Budget

Revenues

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
BEGINNING BALANCE		94,852	1,405,346	1,405,346	2,760,095	1,354,749
SALES TAXES						
01-4201	GROSS RECEIPT	440,316	440,000	410,966	420,000	(20,000)
01-4202	CITY SALES TAX	799,987	814,000	792,615	804,000	(10,000)
01-4204	MIXED BEVERAGES	10,704	14,000	11,962	12,000	(2,000)
	TOTAL SALES TAXES	1,251,007	1,268,000	1,215,543	1,236,000	(32,000)
PROPERTY TAXES						
01-4101	CURRENT AD VALOREM TAX	1,349,669	1,195,254	1,431,173	1,795,393	600,139
01-4102	DELINQUENT AD VALOREM TAX	84,793	50,000	68,021	65,000	15,000
01-4103	PENALTY & INTEREST - TAXES	30,543	30,000	24,866	21,000	(9,000)
	TOTAL PROPERTY TAXES	1,465,005	1,275,254	1,524,060	1,881,393	606,139
MUNICIPAL COURT FEES						
01-4401	FINES	223,004	241,000	212,500	215,000	(26,000)
01-4405	COURT COST/ARREST FEES	5,801	6,500	6,300	6,300	(200)
01-4410	WARRANT FEES	15,547	15,000	14,000	15,000	-
01-4411	DISCOUNT ON COURT	5,810	7,000	4,974	5,000	(2,000)
	TOTAL MUNICIPAL COURT FEES	250,162	269,500	237,774	241,300	(28,200)
PERMIT FEES						
01-4301	BUILDING PERMITS	72,784	72,000	86,624	100,000	28,000
01-4302	ELECRTICAL PERMITS	22,615	22,500	20,000	20,000	(2,500)
01-4303	PLUMBING PERMITS	15,970	17,000	15,265	15,000	(2,000)
01-4304	FILL GRADE PERMIT	-	-	-	500	500
01-4307	AMUSEMENT PERMITS	433,240	961,208	1,076,068	832,600	(128,608)
01-4308	BEER PERMITS	8,795	1,500	1,550	5,985	4,485
01-4309	HEATING & AC PERMITS	10,450	11,000	11,430	11,500	500
01-4311	WRECKER PERMITS	-	1,500	4,970	2,480	980
01-4313	DRILLING PERMITS	-	8,250	16,500	10,000	1,750
01-4314	CULVERT PERMITS	9,810	9,000	9,210	10,000	1,000
01-4316	2ND HAND DEALER PERMIT	330	330	330	330	-
01-4317	RV PARK SPACES PERMIT	6,570	5,250	11,170	11,170	5,920
01-4318	BURN PERMITS	1,110	1,000	1,600	1,200	200
01-4320	MISCELLANEOUS PERMITS	3,000	200	200	500	300
01-4321	ALARM PERMIT/FEES	175	125	100	3,000	2,875
01-4322	GARAGE SALE PERMITS	-	-	-	500	500
	TOTAL PERMIT FEES	584,849	1,110,863	1,255,017	1,024,765	(86,098)

CITY OF HITCHCOCK – GENERAL FUND SUMMARY REVENUES
FY2020 ADOPTED Annual Operating & Capital Budget
Revenues (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
OTHER REVENUE						
01-4708	GARBAGE CONTRACT REVENUES	(10,328)	15,000	323,943	333,661	318,661
01-4709	AMBULLANCE COLLECTIONS	107,916	75,000	111,100	111,600	36,600
01-4707	INTEREST ON CD'S	2,381	3,000	3,398	3,500	500
01-4706	INTEREST INCOME	12,801	8,000	61,668	60,000	52,000
01-4701	MISCELLANEOUS REVENUE	234,817	10,000	47,586	10,000	-
01-4705	COPY/FAX SERVICES	858	300	500	500	200
01-4710	DISCOUNT ON GARBAGE TAXES	123	100	138	138	38
01-4713	SCHOOL DISTRICT SECURITY	95,306	-	-	-	-
01-4715	H.I.S.D. CAR ALLOWANCE	2,032	-	-	-	-
01-4716	GALV. CO. AUTO CRIMES TASK FOR	54,729	50,100	45,925	-	(50,100)
01-4731	ZONING FEES	1,700	1,500	1,100	2,000	500
01-4732	T-MOBILE LEASE (5 YEARS)	-	11,730	13,490	13,490	1,760
01-4734	PLAN REVIEW FEES	3,000	5,000	9,365	15,000	10,000
01-4735	TIRZ ANNUAL ADMIN FEE	25,000	25,000	25,000	25,000	-
01-4801	HURRICAINA	665,623	-	-	-	-
01-4745	PET LICENSE	-	-	-	500	500
01-4746	HOLDING & DISPOSAL FALSE ALARM FEE	-	-	-	100	100
01-4747	POLICE REPORTS	-	-	-	1,200	1,200
01-4748	PLATTING/MAPPING FEES	-	-	-	100	100
01-4749	LOT MOWING ENFORCEMENT	-	-	-	100	100
01-4810	SALE OF ASSETS	-	-	-	500	500
	MISC. REFUNDS & REIMB.	-	-	-	-	-
01-4750	SPECIAL EVENTS REVENUE				100	100
	TOTAL OTHER REVENUE	1,195,958	204,730	643,213	577,489	372,759
TRANSFERS IN						
	TRANSFER IN	369,694				-
01-4911	TRANSFERS IN: UTILITY FUND				160,737	160,737
	TOTAL TRANSFERS IN	369,694	-	-	160,737	160,737
TOTAL REVENUES		5,116,675	4,128,347	4,875,607	5,121,684	993,337
TOTAL AVAILABLE FUNDS		5,211,527	5,533,693	6,280,953	7,881,779	2,348,086

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Commission

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-528-121	SOCIAL SECURITY	-	-	-	-	-
01-528-152	CELL PHONE ALLOWANCE	-	-	-	900	900
	WORKERS' COMPENSATION	-	-	-	-	-
	TOTAL PERSONNEL SERVICES	-	-	-	900	900
<u>SUPPLIES</u>						
01-528-201	OFFICE SUPPLIES	-	-	-	1,000	1,000
01-528-203	GENERAL SUPPLIES	-	-	-	500	500
	TOTAL SUPPLIES	-	-	-	1,500	1,500
<u>PURCHASED SERVICES</u>						
01-528-303	INSURANCE BOND	-	-	-	465	465
	TOTAL CONTRACTED SERVICES	-	-	-	465	465
<u>EDUCATION & TRAINING</u>						
	PROFESSIONAL ASSOCIATION DUES	-	-	-	-	-
01-528-543	TRAINING/TRAVEL/PERDIEM	-	-	-	7,500	7,500
01-528-544	BOARD TRAINING	-	-	-	2,500	2,500
	TOTAL EDUCATION & TRAINING	-	-	-	10,000	10,000
<u>MISCELLANEOUS</u>						
01-528-502	SPECIAL PROJECTS	-	-	-	5,000	5,000
01-528-521	CITY COUNCIL CONTINGENCY	-	-	-	10,000	10,000
	TOTAL MISCELLANEOUS	-	-	-	15,000	15,000
	TOTAL CITY COMMISSION	-	-	-	27,865	27,865

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Administration

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>PERSONNEL SERVICES</u>						
01-501-101	REGULAR SALARIES	88,505	141,414	141,348	112,350	(29,064)
01-501-102	OVERTIME	2,240	440	-	-	(440)
01-501-121	SOCIAL SECURITY	6,893	11,833	11,076	9,214	(2,619)
01-501-122	RETIREMENT	3,578	6,821	6,341	5,348	(1,473)
01-501-131	HEALTH INSURANCE	-	-	-	8,538	8,538
01-501-132	DENTAL INSURANCE	-	-	-	347	347
01-501-133	LIFE INSURANCE	-	-	-	277	277
01-501-141	UNEMPLOYMENT INSURANCE	414	400	135	36	(364)
01-501-145	WORKERS' COMPENSATION	-	-	-	382	382
01-501-151	CAR ALLOWANCE	-	4,200	4,200	7,200	3,000
01-501-152	PHONE ALLOWANCE	-	-	-	900	900
	TOTAL PERSONNEL SERVICES	101,630	165,108	163,100	144,592	(20,516)
<u>SUPPLIES</u>						
01-501-241	MILEAGE REIMBURSEMENT	7	4,200	4,200	-	(4,200)
01-501-201	OFFICE SUPPLIES	3,115	6,500	6,500	1,500	(5,000)
01-501-225	DUES & SUBSCRIPTIONS	2,231	3,956	3,956	1,456	(2,500)
01-501-223	POSTAGE/METER RENTAL	800	850	800	250	(600)
01-501-203	GENERAL SUPPLIES	-	-	-	300	300
01-501-209	PUBLICATIONS	23	1,000	1,000	250	(750)
01-501-258	UTILITIES EXPENSE	6,135	5,500	5,592	5,711	211
01-501-245	STREET LIGHTS	64,340	60,000	55,386	-	(60,000)
01-501-235	SMALL OFFICE EQUIPMENT	-	-	-	250	250
	TOTAL SUPPLIES	76,651	82,006	77,434	9,717	(72,289)
<u>PURCHASED SERVICES</u>						
01-501-321	COMMUNICATION CHARGES	3,080	5,000	4,708	1,800	(3,200)
01-501-303	INSURANCE BONDS	265	2,150	422	93	(2,057)
01-501-306	CODIFICATION OF ORDINANCES	1,565	2,500	2,500	-	(2,500)
01-501-310	RECORDS MANAGEMENT	-	-	-	-	-
01-501-308	ELECTIONS	4,389	7,000	15,907	-	(7,000)
	TOTAL PURCHASED SERVICES	9,299	16,650	23,537	1,893	(14,757)

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Administration (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>						
01-501-343	PROFESSIONAL SERVICES	-	10,000	10,000	30,000	20,000
01-501-342	AUDITING/FINANCIAL STATEMENT	39,084	30,000	30,000	-	(30,000)
01-501-365	JANITORIAL SERVICES	4,200	4,200	4,200	-	(4,200)
01-501-382	EMPLOYEE EXAM/DRUG SCREEN		100	-	-	(100)
	TOTAL CONTRACTED SERVICES	43,284	44,300	44,200	30,000	(14,300)
<u>EDUCATION & TRAINING</u>						
	PROFESSIONAL ASSOC DUES/FEES	-	-	-	-	-
01-501-542	EDUCATION	-	600	600	600	-
01-501-543	TRAINING/TRAVEL/PERDIEM	723	12,000	10,000	10,000	(2,000)
	TOTAL EDUCATION & TRAINING	723	12,600	10,600	10,600	(2,000)
<u>TECHNOLOGY</u>						
01-501-551	INCODE SOFTWARE MAINTENANCE	7,245	7,000	9,725	-	(7,000)
01-501-552	WEBSITE	-	5,000	4,950	-	(5,000)
	TOTAL TECHNOLOGY	7,245	12,000	14,675	-	(12,000)
<u>REPAIRS & MAINTENANCE</u>						
01-501-401	EQUIPMENT REPAIRS & MAINT	1,528	4,000	200		(4,000)
01-501-403	EQUIPMENT PURCHASES	-	-	-	3,155	3,155
01-501-403	BUILDINGS REPAIR & MAINTENANCE	1,659	2,000	155	37,521	35,521
01-501-404	GROUNDS MAINTENANCE	-	-	-	1,000	1,000
	TOTAL REPAIRS & MAINTENANCE	3,187	6,000	355	41,676	35,676
<u>MISCELLANEOUS</u>						
01-501-501	AWARDS & RECOGNITIONS	-	-	-	250	250
01-501-502	SPECIAL ACTIVITIES				4,000	4,000
01-501-539	MISCELLANEOUS EXPENSE	2,638	2,500	2,264	2,700	200
01-501-508	INTEREST EXPENSE	-				-
	TOTAL MISCELLANEOUS	2,638	2,500	2,264	6,950	4,450

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Administration (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>DEBT SERVICE</u>						
01-501-651	DEBT SERVICE	1,334	-	-	-	-
	TOTAL DEBT SERVICE	1,334	-	-	-	-
<u>CAPITAL OUTLAY</u>						
01-501-601	OFFICE FURNITURE	-	-	-	11,000	11,000
01-501-602	NEW EQUIPMENT	1,847	11,000	1,738	-	(11,000)
	TOTAL CAPITAL OUTLAY	1,847	11,000	1,738	11,000	-
	TOTAL CITY ADMINISTRATOR	247,838	352,164	337,903	256,428	(95,736)

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Attorney

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
01-504-343	RETAINER FEES	19,525	21,300	21,300	-	(21,300)
01-504-346	LEGAL FEES	-	1,000	1,000	-	(1,000)
01-504-341	PROSECUTOR	6,600	7,200	7,200	-	(7,200)
	TOTAL CITY ATTORNEY	26,125	29,500	29,500	-	(29,500)

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Secretary

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
PERSONNEL SERVICES						
01-524-101	REGULAR SALARIES	-	-	-	57,200	57,200
01-524-102	OVERTIME				1,000	1,000
01-524-121	SOCIAL SECURITY	-	-	-	4,452	4,452
01-524-122	RETIREMENT	-	-	-	2,585	2,585
01-524-131	HEALTH INSURANCE	-	-	-	8,538	8,538
01-524-132	DENTAL INSURANCE	-	-	-	347	347
01-524-133	LIFE INSURANCE	-	-	-	141	141
01-524-145	WORKERS' COMPENSATION	-	-	-	185	185
01-524-141	UNEMPLOYMENT	-	-	-	36	36
	TOTAL PERSONNEL SERVICES	-	-	-	74,484	74,484
SUPPLIES						
01-524-201	OFFICE SUPPLIES				5,000	5,000
01-524-225	DUES & SUBSCRIPTIONS				2,576	2,576
01-524-206	ELECTION SUPPLIES					-
01-524-202	JANITORIAL SUPPLIES				1,500	1,500
01-524-203	GENERAL SUPPLIES				1,500	1,500
01-524-230	CLASSIFIED ADVERTISEMENTS				2,000	2,000
01-524-223	POSTAGE/METER RENTAL				2,538	2,538
01-524-228	PROFESSIONAL BOOKS				250	250
01-524-235	SMALL OFFICE EQUIPMENT				500	500
	TOTAL SUPPLIES	-	-	-	15,864	15,864
PURCHASED SERVICES						
01-524-321	TELECOMMUNICATIONS				5,000	5,000
01-524-316	COPIER LEASE				2,840	2,840
01-524-308	ELECTIONS				16,000	16,000
01-524-309	MUNICIPAL CODE CORPERATION				2,500	2,500
01-524-303	INSURANCE BOND				50	50
01-524-310	RECORDS MANAGEMENT				9,000	9,000
	TOTAL PURCHASED SERVICES	-	-	-	35,390	35,390
CONTRACTED SERVICES						
01-524-382	EMPLOYEE EXAM/DRUG SCREEN	-	-	-	100	100
01-524-365	JANITORIAL SERVICES				4,200	4,200
	TOTAL CONTRACTED SERVICES	-	-	-	4,300	4,300

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – City Secretary (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>EDUCATION & TRAINING</u>						
01-524-541	PROFESSIONAL ASSOC DUES/FEES	-	-	-	100	100
01-524-543	TRAINING/TRAVEL/PERDIEM	-	-	-	1,500	1,500
	TOTAL EDUCATION & TRAINING	-	-	-	1,600	1,600
<u>REPAIRS & MAINTENANCE</u>						
01-524-401	EQUIPMENT REPAIRS & MAINT	-	-	-	250	250
	TOTAL REPAIRS & MAINTENANCE	-	-	-	250	250
<u>MISCELLANEOUS</u>						
01-524-539	MISCELLANEOUS EXPENSE	-	-	-	250	250
01-524-502	SPECIAL ACTIVITIES	-	-	-	500	500
	TOTAL MISCELLANEOUS	-	-	-	750	750
	TOTAL CITY SECRETARY	-	-	-	132,638	132,638

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Library

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
CONTRACTED SERVICES						
01-511-223	POSTAGE	435	-	-	-	-
01-511-351	CONTRACT	89,100	97,200	97,200	97,200	-
	TOTAL CONTRACTED SERVICES	89,535	97,200	97,200	97,200	0

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Finance

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-525-101	REGULAR SALARIES				82,160	82,160
01-525-102	OVER TIME				1,000	1,000
01-525-121	SOCIAL SECURITY				6,362	6,362
01-525-122	RETIREMENT				3,693	3,693
01-525-131	HEALTH INSURANCE				17,076	17,076
01-525-132	DENTAL INSURANCE				694	694
01-525-133	LIFE INSURANCE				202	202
01-525-145	WORKERS' COMPENSATION				265	265
01-525-141	UNEMPLOYMENT				72	72
	TOTAL PERSONNEL SERVICES	-	-	-	111,524	111,524
<u>SUPPLIES</u>						
01-525-201	OFFICE SUPPLIES	-	-	-	1,500	1,500
01-525-225	DUES & SUBSCRIPTIONS	-	-	-	300	300
01-525-203	GENERAL SUPPLIES	-	-	-	500	500
01-525-230	CLASSIFIED ADVERTISEMENTS	-	-	-	600	600
01-525-235	OFFICE FURNITURE & EQUIPMENT	-	-	-	500	500
	TOTAL SUPPLIES	-	-	-	3,400	3,400
<u>PURCHASED SERVICES</u>						
01-525-316	COPIER LEASE	-	-	-	1,220	1,220
01-525-223	POSTAGE/METER	-	-	-	1,738	1,738
01-525-303	INSURANCE BONDS	-	-	-	100	100
	UNIFORM EXPENSE	-	-	-	-	-
	TOTAL PURCHASED SERVICES	-	-	-	3,058	3,058
<u>CONTRACTED SERVICES</u>						
01-525-342	AUDIT SERVICE	-	-	-	30,000	30,000
01-525-352	TAX COLLECTION	-	-	-	1,800	1,800
01-525-353	CENTRAL APPRAISAL DISTRICT	-	-	-	16,369	16,369
01-525-399	CONTRACT SERVICES	-	-	-	-	-
01-525-382	EMPLOYEE EXAM/DRUG SCREENING	-	-	-	100	100
	TOTAL CONTRACTED SERVICES	-	-	-	48,269	48,269

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Finance (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>EDUCATION & TRAINING</u>						
01-525-541	PROFESSIONAL ASSOC DUES/FEES				490	490
01-525-543	TRAINING/TRAVEL/PERDIEM				500	500
	TOTAL EDUCATION & TRAINING	-	-	-	990	990
<u>TECHNOLOGY</u>						
01-525-551	SOFTWARE MAINTENANCE				18,752	18,752
01-525-555	INTERNET				466	466
	TOTAL TECHNOLOGY	-	-	-	19,218	19,218
	TOTAL FINANCE DEPARTMENT	-	-	-	186,459	186,459

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriation – Tax Department

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>SUPPLIES</u>						
01-510-227	PUBLICATIONS	593	500	600	-	(500)
	TOTAL SUPPLIES	593	500	600	0	-500
<u>CONTRACTED SERVICES</u>						
01-510-352	TAX COLLECTION	2,529	1,800	1,800	-	(1,800)
01-510-353	APPRAISAL DISTRICT	12,842	13,200	15,237	-	(13,200)
	TOTAL CONTRCATED SERVICES	15,371	15,000	17,037	0	-15,000
	TOTAL TAX DEPARTMENT	15,964	15,500	17,637	0	-15,500

Appropriations – Employee Group Insurance

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>CONTRACTED SERVICES</u>						
01-512-399	PREMIUMS	208,912	203,199	220,808	-	(203,199)
	TOTAL CONTRACTED SERVICES	208,912	203,199	220,808	0	-203,199
	TOTAL EMPLOYEE GROUP INSURAI	208,912	203,199	220,808	0	-203,199

Appropriations – Insurance Expenses

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>CONTRACTED SERVICES</u>						
01-517-145	WORKERS COMPENSATION	52,171	65,542	50,510	-	(65,542)
01-517-301	PROPERTY & LIABILITY	49,292	48,458	40,600	41,412	(7,046)
01-517-302	FLOOD	1,165	1,200	1,131	1,200	-
		102,628	115,200	92,241	42,612	-72,588
	TOTAL INSURANCE EXPENSES	102,628	115,200	92,241	42,612	-72,588

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Police

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-508-101	REGULAR SALARIES	950,362	853,000	834,981	949,252	96,252
01-508-102	OVERTIME	64,037	54,000	54,000	20,000	(34,000)
01-508-103	TASK FORCE R/B	50,493	50,100	50,100	-	(50,100)
01-508-121	SOCIAL SECURITY	81,239	69,100	70,000	75,158	6,058
01-508-122	RETIREMENT	46,105	39,200	39,000	42,744	3,544
01-508-131	HEALTH INSURANCE	-	-	-	170,760	170,760
01-508-132	DENTAL INSURANCE	-	-	-	6,940	6,940
01-508-133	LIFE INSURANCE	-	-	-	2,246	2,246
01-508-141	UNEMPLOYMENT	4,255	4,000	4,500	756	(3,244)
01-508-145	WORKERS' COMPENSATION	-	-	-	24,495	24,495
01-508-104	CERTIFICATE PAY	-	-	-	13,200	13,200
	TOTAL PERSONNEL SERVICES	1,196,491	1,069,400	1,052,581	1,305,551	236,151
<u>SUPPLIES</u>						
01-508-201	OFFICE SUPPLIES	14,679	11,000	11,000	10,000	(1,000)
01-508-225	DUES & SUBSCRIPTIONS	-	-	-	-	-
01-508-203	MATERIALS & SUPPLIES	4,618	5,000	4,200	5,000	-
01-508-223	POSTAGE/METER RENTAL	612	1,000	250	1,500	500
01-508-221	FUEL & OIL	42,072	45,000	33,720	45,000	-
01-508-228	PROFESSIONAL BOOKS	384	400	-	-	(400)
01-508-207	LAW ENFORCEMENT SUPPLIES	-	-	-	1,400	1,400
01-508-208	TRAINING SUPPLIES	-	-	-	1,400	1,400
01-508-251	PRISONER EXPENSES	2,426	3,000	1,724	1,500	(1,500)
01-508-252	EVIDENCE ANALYSIS	1,049	1,600	1,560	1,500	(100)
01-508-258	UTILITIES EXPENSE	6,200	8,000	5,906	7,000	(1,000)
	TOTAL SUPPLIES	72,040	75,000	58,360	74,300	(700)
<u>PURCHASED SERVICES</u>						
01-508-301	INSURANCE & BONDS	7,461	20,000	22,679	10,700	(9,300)
01-508-321	TELECOMMUNICATIONS	8,883	10,000	7,161	7,000	(3,000)
01-508-321	MCT AIRCARDS	7,846	8,000	7,155	8,500	500
01-508-316	COPIER LEASE	912	6,500	6,500	6,500	-
01-508-325	UNIFORM EXPENSE	8,168	15,000	6,000	8,000	(7,000)
01-508-555	INTERNET SERVICES	1,550	2,000	1,689	-	(2,000)
01-508-602	COMMUNICATION EQUIPMENT	-	55,000	47,724	47,724	(7,276)
	TOTAL PURCHASED SERVICES	34,820	116,500	98,908	88,424	(28,076)

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Police (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>						
01-508-365	JANITORIAL SERVICES	-	-	-	8,400	8,400
01-508-382	EMPLOYEE EXAM/DRUG SCREEN	1,002	1,400	1,500	1,000	(400)
01-508-373	MAINTENANCE CONTRACTS	31,819	19,020	16,060	-	(19,020)
01-508-375	RADIO CONNECT FEE/TOMBALL	13,727	15,000	14,399	19,100	4,100
01-508-319	FIBER CONNECT/TOMBALL					-
01-508-375	OSSI CONNECTION FEE	5,378	4,800	4,800	4,800	-
01-508-377	RADIO USER FEE	5,040	5,100	4,770	5,500	400
01-508-378	BACKGROUND INQUIRY FEE	3,582	4,000	1,716	4,000	-
01-508-374	MAINTENANCE CONTRACT/GENER	1,590	1,200	520	750	(450)
	TOTAL CONTRACTED SERVICES	62,138	50,520	43,765	43,550	(6,970)
<u>EDUCATION & TRAINING</u>						
01-508-542	EDUCATION	534	5,000	1,900	10,000	5,000
01-508-543	TRAINING/TRAVEL/PERDIEM	947	2,000	900	1,500	(500)
01-508-541	PROFESSIONAL ASSOC DUES/FEES			-	890	890
	TOTAL EDUCATION & TRAINING	1,481	7,000	2,800	12,390	5,390
<u>TECHNOLOGY</u>						
01-508-551	SOFTWARE MAINTENANCE	-	-	-	11,700	11,700
	TOTAL TECHNOLOGY	-	-	-	11,700	11,700
<u>REPAIRS & MAINTENANCE</u>						
01-508-401	EQUIPMENT REPAIRS & MAINT	21,476	30,360	21,474	-	(30,360)
01-508-402	VEHICLE REPAIRS & MAINT	11,236	15,000	14,245	10,000	(5,000)
01-508-407	RADAR MAINTENANCE & REPAIR	320	320	320	1,000	680
01-508-401	RADIO MAINTENANCE	7,566	10,000	5,884	11,000	1,000
01-508-403	BUILDINGS REPAIR & MAINTENANCE	11,858	15,000	14,248	5,000	(10,000)
	TOTAL REPAIRS & MAINTENANCE	52,456	70,680	56,171	27,000	(43,680)

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Police (Continued)

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>MISCELLANEOUS</u>						
01-508-502	SPECIAL ACTIVITIES				2,500	2,500
	TOTAL MISCELLANEOUS	-	-	-	2,500	2,500
<u>DEBT SERVICE</u>						
01-508-651	DEBT SERVICE	50,219	-	-	-	-
	TOTAL DEBT SERVICE	50,219	0	0	0	0
<u>CAPITAL OUTLAY</u>						
01-508-603	VEHICLE PURCHASE/LEASE			-	55,000	55,000
	COMPUTER SOFTWARE/HARDWAR	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	55,000	55,000
	TOTAL POLICE	1,469,645	1,389,100	1,312,585	1,620,415	231,315

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriation – Police: Animal Control

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>						
01-502-355	CONTRACT-RABIES CONTROL	21,763	21,763	21,763	23,491	1,728
01-502-356	CONTRACT-KENNELS	29,469	29,977	29,977	30,376	399
		51,232	51,740	51,740	53,867	2,127
	TOTAL ANIMAL CONTROL	51,232	51,740	51,740	53,867	2,127

Appropriations – Emergency Management

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
01-506-209	EMERGENCY SUPPLIES	461,649	500	-		(500)
	TOTAL EMERGENCY MANAGEMEN	461,649	500	-	-	(500)

Appropriations – Fire Department

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>						
01-519-357	FIRE DEPARTMENT ASSISTANCE	84,700	92,400	92,400	92,400	-
01-519-403	RADIO ASSISTANCE	-	-	-	-	-
01-519-377	RADIO USER FEE	4,410	5,000	3,038	4,410	(590)
	TOTAL CONTRACTED SERVICES	89,110	97,400	95,438	96,810	(590)
	TOTAL FIRE DEPARTMENT	89,110	97,400	95,438	96,810	(590)

Appropriations – EMS Department

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>						
01-518-358	CONTRACT EMS SERVICES	75,000	75,000	75,000	75,000	-
	TOTAL CONTRACTED SERVICES	75,000	75,000	75,000	75,000	-
	TOTAL EMS SERVICES	75,000	75,000	75,000	75,000	-

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Code Compliance

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-505-101	REGULAR SALARIES	81,750	87,400	65,070	49,920	(37,480)
01-505-106	PART TIME	-	-	-	20,500	20,500
01-505-102	OVERTIME	92	250		1,500	1,250
01-505-121	SOCIAL SECURITY	6,253	6,700	4,978	5,595	(1,105)
01-505-122	RETIREMENT	2,226	2,500	1,582	2,275	(225)
01-505-131	HEALTH INSURANCE	-	-	-	8,538	8,538
01-505-132	DENTAL INSURANCE	-	-	-	347	347
01-505-133	LIFE INSURANCE	-	-	-	123	123
01-505-141	UNEMPLOYMENT	324	200	21	72	(128)
01-505-145	WORKERS' COMPENSATION	-	-	-	870	870
01-505-104	CERTIFICATE PAY	-	-	-	1,200	1,200
	TOTAL PERSONNEL SERVICES	90,645	97,050	71,651	90,940	(6,110)
<u>SUPPLIES</u>						
01-505-201	OFFICE SUPPLIES	1,091	2,500	1,000	1,500	(1,000)
01-505-225	DUES & SUBSCRIPTIONS				-	-
01-505-203	MATERIALS & SUPPLIES	2,147	2,000	2,000	2,000	-
01-505-223	POSTAGE/METER RENTAL	500	500	2,038	500	-
01-505-221	FUEL & OIL	1,773	2,000	1,200	1,500	(500)
01-505-228	PROFESSIONAL BOOKS			1,000	1,000	1,000
01-505-233	UNIFORMS	1,130	1,000	868	1,000	-
01-505-210	FIRE PREVENTION	2,785	2,000	2,000	2,000	-
	TOTAL SUPPLIES	9,426	10,000	10,106	9,500	(500)
<u>PURCHASED SERVICES</u>						
01-505-321	TELECOMMUNICATIONS	693	2,000	1,271	1,600	(400)
	TOTAL PURCHASED SERVICES	693	2,000	1,271	1,600	(400)
<u>CONTRACTED SERVICES</u>						
01-505-381	ABATEMENT OF PROPERTIES	-	-	-	25,000	25,000
	TOTAL CONTRACTED SERVICES	-	-	-	25,000	25,000
<u>EDUCATION & TRAINING</u>						
01-505-523	TRAINING/TRAVEL/PERDIEM	-	1,500	180	1,500	-
01-505-522	EDUCATION	172	1,500	605	1,000	(500)
	TOTAL EDUCATION & TRAINING	172	3,000	785	2,500	(500)
<u>REPAIRS & MAINTENANCE</u>						
01-505-401	M/R VEHICLES & EQUIPMENT	4,124	2,000	3,600	1,500	(500)
	TOTAL REPAIRS & MAINTENANCE	4,124	2,000	3,600	1,500	(500)
	TOTAL CODE COMPLIANCE	105,060	114,050	87,413	131,040	16,990

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Municipal Court

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-503-101	REGULAR SALARIES	145,109	145,075	116,910	131,780	(13,295)
01-503-102	OVERTIME	3,356	500	1,000	1,000	500
01-503-103	MUNICIPAL COURT JUDGE	18,000	18,000	18,000	18,000	-
01-503-121	SOCIAL SECURITY	11,328	11,025	9,905	11,742	717
01-503-122	RETIREMENT	6,489	6,300	5,804	6,017	(283)
01-503-131	HEALTH INSURANCE				25,614	25,614
01-503-132	DENTAL INSURANCE				1,041	1,041
01-503-133	LIFE INSURANCE				326	326
01-503-145	WORKERS' COMPENSATION				1,932	1,932
01-503-141	UNEMPLOYMENT	486	300	27	108	(192)
01-503-104	CERTIFICATE PAY	-	-	-	2,700	2,700
	TOTAL PERSONNEL SERVICES	184,768	181,200	151,646	200,260	19,060
<u>SUPPLIES</u>						
01-503-201	OFFICE SUPPLIES	4,279	5,000	4,000	5,000	-
01-503-223	POSTAGE/METER RENTAL	500	500	600	2,240	1,740
01-503-228	PROFESSIONAL BOOKS	-	-	-	100	100
01-503-235	OFFICE FURNITURE & EQUIPMENT	1,847	1,700	1,738	-	(1,700)
01-503-233	UNIFORMS	278	500	5	-	(500)
	TOTAL SUPPLIES	6,904	7,700	6,343	7,340	(360)
<u>PURCHASED SERVICES</u>						
01-503-321	TELECOMMUNICATIONS	1,551	1,700	1,689	1,700	-
01-503-316	COPIER LEASE				1,820	1,820
	TOTAL PURCHASED SERVICES	1,551	1,700	1,689	3,520	1,820
<u>CONTRACTED SERVICES</u>						
01-503-341	CITY PROSECUTOR	-	-	-	7,200	7,200
01-503-382	EMPLOYEE EXAM/DRUG SCREEN	-	100		100	-
	TOTAL CONTRACTED SERVICES	-	100	-	7,300	7,200

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Municipal Court (Continued)

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>EDUCATION & TRAINING</u>						
01-503-541	PROFESSIONAL ASSOC DUES/FEES	-	-		100	100
01-503-542	EDUCATION	850	1,000	800	1,000	-
01-503-543	TRAINING/TRAVEL/PERDIEM	426	1,000	105	1,000	-
	TOTAL EDUCATION & TRAINING	1,276	2,000	905	2,100	100
<u>TECHNOLOGY</u>						
01-503-551	TECHNOLOGY	-	2,125	3,764	2,125	-
	TOTAL TECHNOLOGY	-	2,125	3,764	2,125	-
<u>REPAIRS & MAINTENANCE</u>						
01-503-401	EQUIPMENT REPAIRS & MAINT	1,470	1,500	1,648	-	(1,500)
	TOTAL REPAIRS & MAINTENANCE	1,470	1,500	1,648	-	(1,500)
<u>MISCELLANEOUS</u>						
01-503-539	MISCELLANEOUS EXPENSE	2,111	300	580	250	(50)
	TOTAL MISCELLANEOUS	2,111	300	580	250	(50)
	TOTAL MUNICIPAL COURT	198,080	196,625	166,575	222,895	26,270

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Community Development

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-526-101	REGULAR SALARIES	-	-	-	80,000	80,000
01-526-121	SOCIAL SECURITY	-	-	-	6,166	6,166
01-526-122	RETIREMENT	-	-	-	3,579	3,579
01-526-131	HEALTH INSURANCE	-	-	-	8,538	8,538
01-526-132	DENTAL INSURANCE	-	-	-	347	347
01-526-133	LIFE INSURANCE	-	-	-	197	197
01-526-145	WORKERS' COMPENSATION	-	-	-	256	256
01-526-141	UNEMPLOYMENT	-	-	-	36	36
01-526-152	PHONE ALLOWANCE	-	-	-	600	600
	TOTAL PERSONNEL SERVICES	-	-	-	99,719	99,719
<u>SUPPLIES</u>						
01-526-241	MILEAGE	-	-	-	0	-
01-526-201	OFFICE SUPPLIES	-	-	-	4,000	4,000
01-526-203	GENERAL SUPPLIES	-	-	-	1,000	1,000
01-526-223	POSTAGE	-	-	-	200	200
01-526-228	PROFESSIONAL BOOKS	-	-	-	500	500
	TOTAL SUPPLIES	-	-	-	5,700	5,700
<u>CONTRACTED SERVICES</u>						
01-526-343	CITY ATTORNEY	-	-	-	5,000	5,000
01-526-344	CITY ENGINEER	-	-	-	30,000	30,000
	BUILDING INSPECTOR	-	-	-	-	-
	COMPREHENSIVE PLAN	-	-	-	-	-
01-526-382	EMPLOYEE EXAM/DRUG SCREEN	-	-	-	100	100
	TOTAL CONTRACTED SERVICES	-	-	-	35,100	35,100
<u>EDUCATION & TRAINING</u>						
01-526-541	PROFESSIONAL ASSOC DUES/FEES	-	-	-	1,000	1,000
01-526-543	TRAINING/TRAVEL/PERDIEM	-	-	-	2,000	2,000
01-526-542	EDUCATION	-	-	-	1,500	1,500
	TOTAL EDUCATION & TRAINING	-	-	-	4,500	4,500
<u>TECHNOLOGY</u>						
01-526-551	COMPUTER SOFTWARE	-	-	-	3,423	3,423
01-526-554	COMPUTER HARDWARE	-	-	-	3,000	3,000
	TOTAL TECHNOLOGY	-	-	-	6,423	6,423
	TOTAL COMMUNITY DEVELOPMENT	-	-	-	151,442	151,442

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Community Development - Inspection Department

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-513-101	REGULAR SALARIES	84,167	70,440	63,523	50,960	(19,480)
01-513-102	OVERTIME	524	160	-	-	(160)
01-513-121	SOCIAL SECURITY	6,459	5,400	4,860	3,899	(1,501)
01-513-122	RETIREMENT	1,734	1,100	1,132	2,263	1,163
01-513-131	HEALTH	-	-	-	8,538	8,538
01-513-132	DENTAL	-	-	-	347	347
01-513-133	LIFE	-	-	-	126	126
01-513-145	WORKER'S COMPENSATION	-	-	-	162	162
01-513-141	UNEMPLOYMENT	486	400	18	36	(364)
	TOTAL PERSONNEL SERVICES	93,370	77,500	69,533	66,331	(11,169)
<u>SUPPLIES</u>						
01-513-241	MILEAGE REIMBURSEMENT	134	200	-	200	-
01-513-201	OFFICE SUPPLIES	8,408	7,500	9,300	5,000	(2,500)
01-513-228	PROFESSIONAL BOOKS	-	-	-	1,000	1,000
01-513-223	POSTAGE/METER RENTAL	35	50	465	50	-
	TOTAL SUPPLIES	8,577	7,750	9,765	6,250	(1,500)
<u>PURCHASED SERVICES</u>						
01-513-321	TELECOMMUNICATIONS	-	-	-	2,145	2,145
01-513-316	EQUIPMENT LEASE -MAIL MACHINE	1,847	2,000	1,738	-	(2,000)
	TOTAL PURCHASED SERVICES	1,847	2,000	1,738	2,145	145
<u>CONTRACTED SERVICES</u>						
01-513-345	INSPECTION SERVICES	691	500	5,000	50,000	49,500
01-513-413	CITY ENGINEER	-	-	-	-	-
01-513-382	EMPLOYEE EXAM/DRUG SCREEN	-	50	-	50	-
		691	550	5,000	50,050	49,500
<u>EDUCATION & TRAINING</u>						
01-513-522	EDUCATION/TEST/LICENSE	1,002	1,000	370	500	(500)
01-513-523	TRAINING/TRAVEL/PERDIEM	174	200	-	200	-
	TOTAL EDUCATION & TRAINING	1,176	1,200	370	700	(500)
	TOTAL INSPECTION DEPARTMENT	105,661	89,000	86,406	125,476	36,476

CITY OF HITCHCOCK – GENERAL FUND

FY2020 ADOPTED Annual Operating & Capital Budget

Appropriations – Community Development - Zoning Department

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-514-101	REGULAR SALARIES	45,886	45,760	45,760	45,760	-
01-514-102	OVERTIME	3,075	240	-	500	260
01-514-121	SOCIAL SECURITY	3,710	3,500	3,500	3,539	39
01-514-122	RETIREMENT	2,142	2,000	2,346	2,054	54
01-514-131	HEALTH	-	-	-	8,538	8,538
01-514-132	DENTAL	-	-	-	347	347
01-514-133	LIFE	-	-	-	113	113
01-514-145	WORKER'S COMPENSATION	-	-	-	147	147
01-514-141	UNEMPLOYMENT	162	100	9	36	(64)
	TOTAL PERSONNEL SERVICES	54,975	51,600	51,615	61,034	9,434
<u>SUPPLIES</u>						
01-514-201	OFFICE SUPPLIES	1,989	1,000	2,985	1,600	600
01-514-227	PUBLICATIONS	852	500	750	1,000	500
01-514-223	POSTAGE/METER RENTAL	35	200	200	200	-
	TOTAL SUPPLIES	2,876	1,700	3,935	2,800	1,100
<u>PURCHASED SERVICES</u>						
01-514-321	TELECOMMUNICATIONS	1,399	1,350	1,050	1,283	(67)
	TOTAL PURCHASED SERVICES	1,399	1,350	1,050	1,283	(67)
<u>CONTRACTED SERVICES</u>						
01-514-344	ENGINEERING	3,791	3,000	35,000	-	(3,000)
	TOTAL CONTRACTED SERVICES	3,791	3,000	35,000	-	(3,000)
<u>EDUCATION & TRAINING</u>						
01-514-541	PROFESSIONAL ASSOC. DUES/FEES	-	-	-	236	236
01-514-543	TRAINING/TRAVEL/PERDIEM	2,156	3,000	741	1,000	(2,000)
	TOTAL EDUCATION & TRAINING	2,156	3,000	741	1,236	(1,764)
<u>TECHNOLOGY</u>						
01-514-553	COMPUTER SOFTWARE	-	900	-	1,100	200
		-	900	-	1,100	200
	TOTAL ZONING DEPARTMENT	65,197	61,550	92,341	67,453	5,903

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Information Technology

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>PURCHASED SERVICES</u>						
01-527-399	OUTSIDE SERVICES	-	-	-	32,640	32,640
	TOTAL PURCHASED SERVICES	-	-	-	32,640	32,640
 <u>TECHNOLOGY</u>						
	COMPUTER SOFTWARE	-	-	-		-
01-527-602	COMPUTER HARDWARE	-	-	-	50,000	50,000
01-527-552	WEBSITE	-	-	-	3,340	3,340
	TOTAL TECHNOLOGY	-	-	-	53,340	53,340
TOTAL INFORMATION TECHNOLOGY		-	-	-	85,980	85,980

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Public Works: Streets & Drainage

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>						
01-507-101	REGULAR SALARIES	271,262	239,672	239,672	225,680	(13,992)
01-507-106	PART TIME	-	-	-	34,320	34,320
01-507-107	SEASONAL	-	-	-	15,000	15,000
01-507-102	OVERTIME	2,991	1,000	1,700	3,000	2,000
01-507-121	SOCIAL SECURITY	20,931	18,408	18,408	21,270	2,862
01-507-122	RETIREMENT	11,053	10,020	10,510	10,155	135
01-507-131	HEALTH INSURANCE	-	-	-	42,690	42,690
01-507-132	DENTAL INSURANCE	-	-	-	1,735	1,735
01-507-133	LIFE INSURANCE	-	-	-	557	557
01-507-141	UNEMPLOYMENT TAX	1,138	1,000	50	216	(784)
01-507-145	WORKERS' COMPENSATION	-	-	-	20,558	20,558
	TOTAL PERSONNEL SERVICES	307,375	270,100	270,340	375,181	105,081
<u>SUPPLIES</u>						
01-507-201	OFFICE SUPPLIES	-	-	-	100	100
01-507-203	GENERAL SUPPLIES	-	-	-	900	900
01-507-221	FUEL & OIL	24,099	30,000	20,900	30,000	-
01-507-245	STREET LIGHTS	-	-	-	60,000	60,000
01-507-258	UTILITIES EXPENSE	3,942	5,000	4,445	5,000	-
	TOTAL SUPPLIES	28,041	35,000	25,345	96,000	61,000
<u>PURCHASED SERVICES</u>						
01-507-321	TELECOMMUNICATIONS	1,687	2,000	2,142	2,375	375
01-507-325	UNIFORM EXPENSE	-	1,500	222	1,236	(264)
	TOTAL PURCHASED SERVICES	1,687	3,500	2,364	3,611	111
<u>CONTRACTED SERVICES</u>						
01-507-344	ENGINEERING	466	10,000	1,000	10,000	-
01-507-382	EMPLOYEE EXAM/DRUG SCREEN		100		-	(100)
01-507-366	SECURITY				720	720
	TOTAL CONTRACTED SERVICES	466	10,100	1,000	10,720	620

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Public Works: Streets & Drainage (Continued)

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>REPAIRS & MAINTENANCE</u>						
01-507-401	EQUIPMENT REPAIRS & MAINT	29,799	50,000	25,000	30,000	(20,000)
01-507-408	MATERIALS & SUPPLIES	31,843	135,000	50,000	50,000	(85,000)
01-507-408	STREET REPAIR & MAINTENANCE	-	-	-	210,000	210,000
	SAFETY EQUIPMENT	-	-	-	-	-
01-507-409	DRAINAGE	3,423	50,000	9,675	100,000	50,000
	TOTAL REPAIRS & MAINTENANCE	65,065	235,000	84,675	390,000	155,000
<u>MISCELLANEOUS</u>						
	TRAFFIC CONTROL	-	-	-	-	-
01-507-504	SIGNS	205	1,000	595	15,000	14,000
01-507-505	LANDFILL FEES	5,810	10,000	11,215	15,000	5,000
	TOTAL MISCELLANEOUS	6,015	11,000	11,810	30,000	19,000
<u>DEBT SERVICE</u>						
01-507-651	DEBT SERVICE	17,374				-
	TOTAL DEBT SERVICE	17,374	0	0	0	0
<u>CAPITAL OUTLAY</u>						
01-507-602	EQUIPMENT PURCHASES	12,258	60,000	-	60,000	-
01-507-652	EQUIPMENT PAYMENTS	-17,374			30,000	30,000
	TOTAL CAPITAL OUTLAY	(5,116)	60,000	-	90,000	30,000
	TOTAL STREETS & DRAINAGE	420,907	624,700	395,534	995,512	370,812

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations –Public Works: Parks

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
<u>SUPPLIES</u>						
01-515-203	MATERIALS & SUPPLIES	-	2,000	-	2,000	-
01-515-258	UTILITIES	3,134	3,000	3,510	4,880	1,880
	TOTAL SUPPLIES	3,134	5,000	3,510	6,880	1,880
	TOTAL PARKS	3,134	5,000	3,510	6,880	1,880

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Garage

		FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
PERSONNEL SERVICES						
01-509-101	REGULAR SALARIES	41,714	41,600	41,600	41,600	-
01-509-102	OVERTIME	362	150	450	400	250
01-509-121	SOCIAL SECURITY	3,211	3,200	3,209	3,213	13
01-509-122	RETIREMENT	1,839	1,800	1,860	1,865	65
01-509-131	HEALTH INSURANCE	-	-	-	8,538	8,538
01-509-132	DENTAL INSURANCE	-	-	-	347	347
01-509-133	LIFE INSURANCE	-	-	-	103	103
01-509-141	UNEMPLOYMENT	162	200	9	36	(164)
01-509-145	WORKERS' COMPENSATION	-	-	-	2,317	2,317
	TOTAL PERSONNEL SERVICES	47,288	46,950	47,128	58,419	11,469
SUPPLIES						
01-509-201	OFFICE SUPPLIES	233	500	250	250	(250)
01-509-221	FUEL & OIL				600	600
01-509-203	SUPPLIES	2,237	5,000	3,000	3,000	(2,000)
	TOTAL SUPPLIES	2,470	5,500	3,250	3,850	(1,650)
PURCHASED SERVICES						
01-509-321	TELECOMMUNICATIONS	635	600	595	1,882	1,282
01-509-325	UNIFORMS		200	50	206	6
	TOTAL PURCHASED SERVICES	635	800	645	2,088	1,288
REPAIRS & MAINTENANCE						
01-509-235	TOOLS	3,613	4,000	4,000	3,000	(1,000)
01-509-403	GARAGE BUILDING	370	4,000	1,000	2,000	(2,000)
01-509-402	VEHICLE & EQUIPMENT MAINTENANCE	4,388	4,000	2,000	4,000	-
01-509-315	RENTALS	6,029	4,345	2,500	2,500	(1,845)
01-509-235	SHOP EQUIPMENT	5,711	11,655	11,655	5,000	(6,655)
	TOTAL REPAIRS & MAINTENANCE	20,111	28,000	21,155	16,500	-11,500
TECHNOLOGY						
01-509-533	COMPUTER SOFTWARE	-	-	-	2,000	2,000
	TOTAL TECHNOLOGY	-	-	-	2,000	2,000
	TOTAL GARAGE	70,504	81,250	72,178	82,857	1,607

CITY OF HITCHCOCK – GENERAL FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Contingency Fund Expenses

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
1-520-502	RESERVE	-	96,474	-	204,088	107,614
	TOTAL CONTINGENCY	-	96,474	-	204,088	107,614

Appropriations – Public Works – Solid Waste

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	BUDGET	ESTIMATED	ADOPTED	CHANGE
CONTRACTED SERVICES						
01-521-368	DISPOSAL -CLEANUP				5,000	5,000
01-521-354	GARBAGE CONTRACT			286,849	293,030	293,030
		0	0	286,849	298,030	298,030
	TOTAL CONTRACTED SERVICES	0	0	286,849	298,030	298,030
	TOTAL SOLID WASTE	0	0	286,849	298,030	298,030
	TOTAL APPROPRIATIONS	3,806,181	3,695,152	3,520,858	4,960,947	1,265,795
	REVENUES OVER/UNDER EXPENDIT	1,405,346	1,838,541	2,760,095	2,920,832	1,082,291
	ENDING BALANCE	1,405,346	1,838,541	2,760,095	2,920,832	1,082,291

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UTILITY FUND

CITY OF HITCHCOCK – UTILITY FUND SUMMARY
FY2020 ADOPTED Annual Operating & Capital Budget

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY2020 ADOPTED	BUDGET CHANGE
BEGINNING FUND BALANCE	896,638	1,275,465	1,275,465	1,418,971	143,506
REVENUE:					
UTILITY SALES	2,680,024	2,870,957	2,725,212	3,241,720	370,763
UTILITY SERVICES	111,237	80,000	138,000	150,000	70,000
OTHER REVENUE	39,730	34,000	50,918	158,000	124,000
TRANSFERS IN	-	-	-	-	-
TOTAL REVENUES	2,830,991	2,984,957	2,914,130	3,549,720	564,763
TOTAL AVAILABLE REVENUES	3,727,629	4,260,422	4,189,595	4,968,691	708,269
APPROPRIATIONS					
UTILITY ADMINISTRATION					
PERSONAL SERVICES	-	-	-	197,850	197,850
OPERATIONS & MAINTENANCE	-	-	-	134,827	134,827
UTILITY ADMINISTRATION TOTAL	-	-	-	332,677	332,677
SEWER DEPARTMENT					
PERSONAL SERVICES	437,379	421,562	416,507	326,402	(95,160)
OPERATIONS & MAINTENANCE	653,334	653,300	669,575	775,081	121,781
CAPITAL OUTLAY	8,690	-	-	20,000	20,000
TRANSFERS OUT	-	-	-	66,344	66,344
SEWER DEPARTMENT TOTAL	1,099,403	1,074,862	1,086,082	1,187,827	112,965
WATER DEPARTMENT					
PERSONAL SERVICES	343,147	335,095	331,809	244,578	(90,517)
OPERATIONS & MAINTENANCE	904,449	1,464,800	1,254,761	1,456,653	(8,147)
CAPITAL OUTLAY	79,603	79,700	79,603	102,603	22,903
DEBT SERVICE	25,562	30,500	18,369	-	(30,500)
TRANSFERS OUT	-	-	-	94,393	94,393
WATER DEPARTMENT TOTAL	1,352,761	1,910,095	1,684,542	1,898,227	(11,868)
TOTAL EXPENDITURES	2,452,164	2,984,957	2,770,624	3,418,731	433,774
REVENUES OVER EXPENDITURES	378,827	-	143,506	130,989	130,989
ENDING BALANCE	1,275,465	1,275,465	1,418,971	1,549,960	274,495

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Revenue – Enterprise Fund

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	AMENDED	ESTIMATED	ADOPTED	CHANGE
BEGINNING BALANCE		896,638	1,275,465	1,275,465	1,418,971	143,506
UTILITY SALES						
02-4501	WATER SALES	1,303,624	1,365,400	1,348,886	1,658,026	292,626
02-4502	WASTE-WATER SALES	1,047,898	1,115,557	1,109,988	1,290,954	175,397
02-4505	FREDDIEVILLE SEWER REVENUE	81,690	80,000	82,740	82,740	2,740
02-4503	SEWER TREATMENT	176,099	240,000	120,000	125,000	(115,000)
02-4506	CITY UTILITIES - WATER	-	-	-	20,000	20,000
02-4504	PENALTIES - UTILITIES	70,713	70,000	63,598	65,000	(5,000)
	TOTAL UTILITY SALES	2,680,024	2,870,957	2,725,212	3,241,720	370,763
UTILITY SERVICES						
02-4521	TAPS/CONNECTIONS	111,237	80,000	138,000	150,000	70,000
	TOTAL UTILITY SERVICES	111,237	80,000	138,000	150,000	70,000
OTHER REVENUE						
02-4157	PENSION EXPENSE - WATER	2,905	-	-	-	-
02-4158	PENSION EXPENSE -SEWER	2,207	-	-	-	-
02-4720	UTILITY DISCONNECT/RECONNECT	36,391	30,000	30,866	30,000	-
02-4736	NSF CHECK CHARGE	1,950	2,000	2,000	2,000	-
02-4810	SALE OF ASSETS	-	-	-	5,000	5,000
02-4701	MISCELLANEOUS REVENUE	-3,736	2,000	500	1,000	(1,000)
02-4751	MISC. REFUNDS & REIMB	-	-	17,553	120,000	120,000
02-4703	OVER/SHORT	13	-	-1	-	-
	TOTAL OTHER REVENUE	39,730	34,000	50,918	158,000	124,000
TOTAL REVENUES		2,830,991	2,984,957	2,914,130	3,549,720	564,763
TOTAL AVAILABLE FUNDS		3,727,629	4,260,422	4,189,595	4,968,691	708,269

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Utility Administration

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>					
02-529-101 REGULAR SALARIES	-	-	-	149,880	149,880
02-529-102 OVERTIME	-	-	-	-	-
02-529-121 SOCIAL SECURITY	-	-	-	11,696	11,696
02-529-122 RETIREMENT	-	-	-	6,789	6,789
02-529-131 HEALTH INSURANCE	-	-	-	25,614	25,614
02-529-132 DENTAL INSURANCE	-	-	-	1,041	1,041
02-529-133 LIFE INSURANCE	-	-	-	370	370
02-529-141 UNEMPLOYMENT	-	-	-	108	108
02-529-145 WORKER'S COMPENSATION	-	-	-	1,752	1,752
02-529-152 PHONE ALLOWANCE	-	-	-	600	600
TOTAL PERSONNEL SERVICES	-	-	-	197,850	197,850
<u>SUPPLIES</u>					
02-529-201 OFFICE SUPPLIES	-	-	-	2,000	2,000
02-529-225 DUES & SUBSCRIPTIONS	-	-	-	250	250
02-529-223 POSTAGE/METER RENTAL	-	-	-	5,215	5,215
02-529-228 PROFESSIONAL BOOKS	-	-	-	500	500
02-529-235 FURNITURE	-	-	-	2,500	2,500
TOTAL SUPPLIES	-	-	-	10,465	10,465
<u>PURCHASED SERVICES</u>					
02-529-304 TML INSURANCE	-	-	-	27,115	27,115
02-529-316 COPIER LEASE	-	-	-	2,500	2,500
02-529-325 UNIFORM EXPENSE	-	-	-	206	206
TOTAL PURCHASES SERVICES	-	-	-	29,821	29,821
<u>CONTRACTED SERVICES</u>					
02-529-343 CITY ATTORNEY	-	-	-	5,000	5,000
02-529-342 AUDIT SERVICE	-	-	-	30,000	30,000
02-529-344 CITY ENGINEER	-	-	-	20,000	20,000
02-529-399 PROFESSIONAL SERVICES	-	-	-	15,000	15,000
02-529-382 EMPLOYEE EXAM/DRUG SCREEN	-	-	-	200	200
TOTAL CONTRACTED SERVICES	-	-	-	70,200	70,200
<u>EDUCATION & TRAINING</u>					
02-529-541 PROFESSIONAL ASSOC DUES/FEES	-	-	-	500	500
02-529-543 TRAINING/TRAVEL/PERDIEM	-	-	-	1,000	1,000
TOTAL EDUCATION & TRAINING	-	-	-	1,500	1,500

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Utility Administration (Continued)

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>TECHNOLOGY</u>					
02-529-551 SOFTWARE MAINTENANCE	-	-	-	12,841	12,841
TOTAL TECHNOLOGY	-	-	-	12,841	12,841
<u>REPAIRS & MAINTENANCE</u>					
02-529-403 BUILDINGS REPAIR & MAINTENANCE				10,000	10,000
TOTAL REPAIRS & MAINTENANCE	-	-	-	10,000	10,000
TOTAL UTILITY ADMINISTRATION	-	-	-	332,677	332,677

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Sewer Division

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>					
02-521-101 REGULAR SALARIES	308,683	300,162	292,734	215,452	(84,710)
02-521-102 OVERTIME	46,120	40,000	36,415	27,300	(12,700)
02-521-121 SOCIAL SECURITY	26,756	26,000	26,403	18,997	(7,003)
02-521-122 PENSION EXPENSE	2,207	-	-	-	-
02-521-122 RETIREMENT	15,479	14,800	16,014	11,027	(3,773)
02-521-131 HEALTH INSURANCE	37,648	40,000	44,833	38,421	(1,579)
02-521-132 DENTAL INSURANCE	-	-	-	1,562	1,562
02-521-133 LIFE INSURANCE	-	-	-	531	531
02-521-141 UNEMPLOYMENT	486	600	108	162	(438)
02-521-145 WORKERS COMP	-	-	-	7,400	7,400
02-521-104 CERTIFICATE PAY	-	-	-	5,550	5,550
TOTAL PERSONNEL SERVICES	437,379	421,562	416,507	326,402	(95,160)
<u>SUPPLIES</u>					
02-521-223 POSTAGE/METER RENTAL	414	300	300	-	(300)
02-521-201 OFFICE SUPPLIES	2,488	3,000	1,500	1,500	(1,500)
02-521-221 FUEL & OIL	12,732	12,000	10,507	12,000	-
02-521-233 UNIFORMS	230	800	85	539	(261)
02-521-235 TOOLS	200	500	500	500	-
02-521-227 PUBLICATIONS	-	300	987	300	-
02-521-204 LAB SUPPLIES	1,976	3,000	2,000	2,000	(1,000)
02-521-205 TREATMENT CHEMICALS	51,828	50,000	59,680	60,000	10,000
02-521-258 UTILITIES EXPENSE	81,412	75,000	87,979	99,920	24,920
02-521-225 DUES & SUBSCRIPTIONS	53	100	50	100	-
TOTAL SUPPLIES	151,333	145,000	163,588	176,859	31,859
<u>PURCHASED SERVICES</u>					
02-521-321 COMMUNICATIONS CHARGES	3,644	4,000	3,684	4,000	-
02-521-304 TML INSURANCE	23,785	23,000	25,824	-	(23,000)
02-521-309 MUNICIPAL CODE CORPORATION	-	-	323	-	-
02-521-316 RENTAL	230	500	-	500	-
TOTAL PURCHASED SERVICES	27,659	27,500	29,831	4,500	(23,000)

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Sewer Division (Continued)

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>CONTRACTED SERVICES</u>					
02-521-365 JANITORIAL SERVICE	1,200	1,200	1,200	1,200	-
02-521-382 EMPLOYEE EXAM/DRUG SCREEN	27	100	37	100	-
02-521-383 SLUDGE DISP/TESTING/SAMPLING	19,950	13,228	12,150	19,200	5,972
02-521-344 ENGINEERING	12,284	10,000	13,704	15,000	5,000
02-521-342 AUDIT SERVICES	18,888	15,000	15,000	15,000	-
02-521-371 UTILITY BILLING	19,998	20,000	16,870	18,000	(2,000)
02-521-384 TCEQ FEES	22,343	23,000	20,328	10,000	(13,000)
02-521-385 GREASE TRAP INSPECTIONS	-	-	-	1,222	1,222
02-521-652 EQUIPMENT PAYMENT	8,672	10,000	870	10,000	-
TOTAL CONTRACTED SERVICES	103,362	92,528	80,159	89,722	(2,806)
<u>EDUCATION & TRAINING</u>					
02-521-542 EDUCATION/DUES/TESTING	524	1,000	605	1,500	500
TOTAL EDUCATION & TRAINING	524	1,000	605	1,500	500
<u>TECHNOLOGY</u>					
02-521-551 SOFTWARE MAINTENANCE	7,693	8,000	8,000	-	(8,000)
TOTAL TECHNOLOGY	7,693	8,000	8,000	-	(8,000)
<u>REPAIRS & MAINTENANCE</u>					
02-521-399 CONTRACT SERVICES	137,378	60,000	68,000	60,500	500
02-521-401 EQUIPMENT REPAIRS & MAINT	3,441	4,000	4,000	3,500	(500)
02-521-403 COLLECTION SYSTEM BLDG &GRNI	5,430	1,796	1,916	2,500	704
02-521-410 SAFETY EQUIPMENT	1,202	1,000	1,000	1,000	-
02-521-416 WWTP SYSTEM MAINTENANCE	184,294	139,000	139,000	250,000	111,000
02-521-417 M/R LIFT STATIONS	17,441	61,476	61,476	55,000	(6,476)
02-521-418 M/R COLLECTION SYSTEM	13,577	15,000	15,000	25,000	10,000
02-521-419 I&I REHAB/CONSTRUCTION	-	97,000	97,000	100,000	3,000
03-521-403 M/R GARAGE BUILDING	-	-	-	5,000	5,000
TOTAL REPAIRS & MAINTENANCE	362,763	379,272	387,392	502,500	123,228

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Sewer Division (Continued)

	FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
	ACTUAL	AMENDED	ESTIMATED	ADOPTED	CHANGE
<u>CAPITAL OUTLAY</u>					
02-521-602 EQUIPMENT PURCHASES	8,690	-	-	20,000	20,000
TOTAL CAPITAL OUTLAY	8,690	-	-	20,000	20,000
<u>TRANSFERS OUT</u>					
TRANSFER TO GF FOR ADMIN				66,344	66,344
TOTAL TRANSFERS OUT	-	-	-	66,344	66,344
TOTAL SEWER DIVISION	1,099,403	1,074,862	1,086,082	1,187,827	112,965

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Public Works: Water Division

	FY 2018 ACTUAL	FY 2019 AMENDED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
<u>PERSONNEL SERVICES</u>					
02-522-101 REGULAR SALARIES	245,856	236,545	238,092	160,564	(75,981)
02-522-102 OVERTIME	24,091	25,650	17,315	10,300	(15,350)
02-522-108 CALL BACK PAY	-	-	-	10,000	10,000
02-522-133 HEALTH INSURANCE	37,648	40,000	45,109	29,883	(10,117)
02-522-122 PENSION EXPENSE-WATER	2,905	-	-	-	-
02-522-122 RETIREMENT	11,709	11,400	11,803	8,147	(3,253)
02-522-121 SOCIAL SECURITY	19,638	20,000	19,418	14,034	(5,966)
02-522-141 UNEMPLOYMENT	1,300	1,500	72	126	(1,374)
02-522-132 DENTAL INSURANCE	-	-	-	1,215	1,215
02-522-133 LIFE INSURANCE	-	-	-	396	396
02-522-145 WORKER'S COMPENSATION	-	-	-	7,363	7,363
02-522-104 CERTIFICATE PAY	-	-	-	2,550	2,550
TOTAL PERSONNEL SERVICES	343,147	335,095	331,809	244,578	(90,517)
<u>SUPPLIES</u>					
02-522-223 POSTAGE/METER RENTAL	414	1,500	200	-	(1,500)
02-522-201 OFFICE SUPPLIES	7,953	8,000	8,000	3,000	(5,000)
02-522-221 FUEL & OIL	12,779	20,000	10,000	13,000	(7,000)
02-522-211 MAPS & PLATS	-	100	-	-	(100)
02-522-233 UNIFORMS	-	900	200	1,224	324
02-522-235 TOOLS	195	1,000	500	1,000	-
02-522-227 PUBLICATIONS	200	1,000	152	500	(500)
02-522-225 WATER DUES	180	200	180	200	-
02-522-258 UTILITIES EXPENSE	33,824	30,000	30,991	33,193	3,193
02-522-212 UTILITY BILLING	19,928	25,000	17,295	20,000	(5,000)
02-522-225 DUES & SUBSCRIPTIONS	53	100	50	100	-
TOTAL SUPPLIES	75,526	87,800	67,568	72,217	(15,583)
<u>PURCHASED SERVICES</u>					
02-522-328 SURFACE WATER	599,564	658,000	657,944	657,998	(2)
02-522-203 MATERIALS & SUPPLIES	33,263	34,657	30,000	40,000	5,343
02-522-321 TELECOMMUNICATIONS	5,522	5,500	5,295	10,400	4,900
02-522-304 TML INSURANCE	23,785	20,000	14,472		(20,000)
02-522-316 RENTALS	-	1,000	-	3,000	2,000
02-522-309 MUNICIPAL CODE	-	-	323	-	-
TOTAL PURCHASED SERVICES	662,134	719,157	708,034	711,398	(7,759)

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Public Works: Water Division (Continued)

	FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
	ACTUAL	AMENDED	ESTIMATED	ADOPTED	CHANGE
<u>CONTRACTED SERVICES</u>					
02-522-365 JANITORIAL SERVICE	1,200	1,200	1,200	1,200	-
02-522-382 EMPLOYEE EXAM/DRUG SCREEN	27	100	30	100	-
02-522-399 CONTRACT SERVICES	62,625	78,843	78,843	75,000	(3,843)
02-522-344 ENGINEERING	234	10,000	2,500	42,000	32,000
02-522-342 AUDIT	18,888	15,000	15,000	15,000	-
02-522-367 WATER MONITORING				6,698	
TOTAL CONTRACTED SERVICES	82,974	105,143	97,573	139,998	28,157
<u>EDUCATION & TRAINING</u>					
02-522-542 EDUCATION/DUES/TEST	440	1,000	500	1,000	-
02-522-543 TRAINING/TRAVEL/PER DIEM	-	200	1,500	200	-
TOTAL EDUCATION & TRAINING	440	1,200	2,000	1,200	-
<u>TECHNOLOGY</u>					
02-522-551 SOFTWARE MAINTENANCE	4,926	6,000	5,414	-	(6,000)
TOTAL TECHNOLOGY	4,926	6,000	5,414	-	(6,000)
<u>REPAIRS & MAINTENANCE</u>					
02-522-403 BUILDINGS & GROUNDS	1,022	1,500	-	5,000	3,500
02-522-401 EQUIPMENT REPAIRS & MAINT	6,554	10,000	7,740	8,000	(2,000)
02-522-420 UTILITIES SYSTEM MAINTENANCE	30,188	32,500	33,932	30,000	(2,500)
02-522-401 RADIO MAINTENANCE	-	1,000	-	1,000	-
02-522-401 GENERATOR MAINTENANCE	3,105	9,000	-	9,000	-
02-522-406 FIRE HYDRANTS	24,842	40,000	40,000	40,000	-
02-522-410 SAFETY EQUIPMENT	-	1,500	2,500	5,000	3,500
02-522-411 STORAGE TANK REPAIRS	12,738	450,000	290,000	433,840	(16,160)
TOTAL REPAIRS & MAINTENANCE	78,449	545,500	374,172	531,840	(13,660)
<u>CAPITAL OUTLAY</u>					
02-522-652 AUTO READ METERS	79,603	79,700	79,603	79,603	(97)
02-522-602 EQUIPMENT PURCHASES	-			23,000	23,000
TOTAL CAPITAL OUTLAY	79,603	79,700	79,603	102,603	22,903

CITY OF HITCHCOCK – UTILITY FUND
FY2020 ADOPTED Annual Operating & Capital Budget
Appropriations – Public Works: Water Division (Continued)

	FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
	ACTUAL	AMENDED	ESTIMATED	ADOPTED	CHANGE
<u>DEBT SERVICE</u>					
02-522-652 EQUIPMENT PAYMENT	8,672	13,000	869	-	(13,000)
02-522-522 GRANT MATCHING FUNDS	16,890	17,500	17,500	-	(17,500)
TOTAL DEBT SERVICE	25,562	30,500	18,369	-	(30,500)
<u>TRANSFERS OUT</u>					
TRANSFER TO GF FOR ADMIN				94,393	94,393
TOTAL TRANSFERS OUT	-	-	-	94,393	94,393
TOTAL WATER DIVISION	1,352,761	1,910,095	1,684,542	1,898,227	(18,566)
TOTAL EXPENDITURES	2,452,164	2,984,957	2,770,624	3,332,387	360,732
REVENUES OVER EXPENDITURES	308,114	(70,000)	79,908	152,333	222,333
ENDING BALANCE	1,204,752	1,134,752	1,214,660	1,366,993	232,241

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OTHER FUNDS

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
Police Department Donation – Fund 07

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	ADOPTED	ESTIMATED	ADOPTED	CHANGE
AVAILABLE FUNDS						
Beginning Fund Balance		8,261	10,241	10,241	10,241	\$ -
REVENUES						
07-4711	DONATIONS	1,980	-	2,500	2,500	2,500
	INTEREST	-	-	-	-	-
TOTAL REVENUES		\$ 1,980	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
TOTAL AVAILABLE FUNDS		\$ 10,241	\$ 10,241	\$ 12,741	\$ 12,741	2,500
APPROPRIATIONS						
	TRAVEL & TRAINING					-
	BANK FEES	-	-	-	-	-
07-500-602	SPECIAL EQUIPMENT	-		2,500	12,000	12,000
TOTAL APPROPRIATION		\$ -	\$ -	\$ 2,500	\$ 12,000	\$ 12,000
ENDING BALANCE		\$ 10,241	\$ 10,241	\$ 10,241	\$ 741	\$ (9,500)

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
Police Department Training – Fund 40

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	ADOPTED	ESTIMATED	ADOPTED	CHANGE
AVAILABLE FUNDS						
Beginning Fund Balance					\$ -	\$ -
REVENUES						
40-4800	LEOSE ALLOTMENT	-	-	2,054	2,054	2,054
	INTEREST	-	-	-	-	-
	TOTAL REVENUES	\$ -	\$ -	\$ 2,054	\$ 2,054	\$ 2,054
	TOTAL AVAILABLE FUNDS	\$ -	\$ -	\$ 2,054	\$ 2,054	2,054
APPROPRIATIONS						
40-500-543	TRAVEL & TRAINING			2,054	2,054	2,054
	BANK FEES	-	-	-	-	-
	SPECIAL EQUIPMENT	-	-	-	-	-
	TOTAL APPROPRIATIONS	\$ -	\$ -	\$ 2,054	\$ 2,054	\$ 2,054
	ENDING BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

DEA Drug Forfeiture – Fund 18

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	ADOPTED	ESTIMATED	PROPOSED	CHANGE
AVAILABLE FUNDS						
Beginning Fund Balance		4,274	4,274	4,274	4,274	\$ -
REVENUES						
18-4821	SEIZED FUNDS	-	-	-	-	\$ -
	INTEREST INCOME	-	-	-	-	\$ -
	TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL AVAILABLE FUNDS	\$ 4,274	\$ 4,274	\$ 4,274	\$ 4,274	\$ -
APPROPRIATIONS						
	LAW ENF. SUPPLIES	-	-	-	-	-
18-500-602	EQUIPMENT PURCHASES	-	-	-	4,274	4,274
	SPECIAL ACTIVITIES	-	-	-	-	-
	BANK FEES	-	-	-	-	-
	SPECIAL EQUIPMENT	-	-	-	-	-
	CAPITAL OUTLAY	-	-	-	-	-
	MISC REFUNDS & REIMB	-	-	-	-	-
	TOTAL APPROPRIATIONS	\$ -	\$ -	\$ -	\$ 4,274	4,274
	ENDING BALANCE	\$ 4,274	\$ 4,274	\$ 4,274	\$ -	\$ (4,274)

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
Municipal Court Building Security - Fund 22

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
Beginning Fund Balance	50,316	51,726	51,726	47,840	\$ (3,886)
REVENUES					
22-4412 SECURITY FEE	3,015		3,944	3,800	3,800
INTEREST INCOME					-
TOTAL REVENUES	\$ 3,015	\$ -	\$ 3,944	\$ 3,800	3,800
TOTAL AVAILABLE FUNDS	<u>\$ 53,331</u>	<u>\$ 51,726</u>	<u>\$ 55,670</u>	<u>\$ 51,640</u>	<u>(86)</u>
APPROPRIATIONS					
22-500-366 ADT SECURITY SYSTEM	1,605		3,830	1,605	1,605
BANK FEES	-	-	-	-	-
22-500-403 BLDG REPAIR & MAINT.	-	-	4,000	20,000	20,000
COURT SECURITY	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 1,605	\$ -	\$ 7,830	\$ 21,605	21,605
ENDING BALANCE	<u>\$ 51,726</u>	<u>\$ 51,726</u>	<u>\$ 47,840</u>	<u>\$ 30,035</u>	<u>(21,691)</u>

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

Municipal Court Technology – Fund 26

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
Beginning Fund Balance	17,040	15,924	15,924	21,076	\$ 5,152
REVENUES					
26-4413 TECHNOLOGY FEE	3,890		5,258	5,000	5,000
INTEREST INCOME			-	-	
TRANSFER IN					-
TOTAL REVENUES	\$ 3,890	\$ -	\$ 5,258	\$ 5,000	5,000
TOTAL AVAILABLE FUNDS	\$ 20,930	\$ 15,924	\$ 21,182	\$ 26,076	\$ 10,152
APPROPRIATIONS					
26-500-551 COMPUTER SOFTWARE	5,006		106	8,287	8,287
COMPUTER HARDWARE	-	-	-	-	-
COMPUTER MAINTENANCE					-
EQUIPMENT PURCHASES	-	-	-	-	-
BANK FEES	-		-		-
TOTAL APPROPRIATIONS	\$ 5,006	\$ -	\$ 106	\$ 8,287	8,287
ENDING BALANCE	\$ 15,924	\$ 15,924	\$ 21,076	\$ 17,789	1,865

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

Hotel Occupancy Tax – Fund 23

		FY 2018	FY 2019	FY 2019	FY 2020	BUDGET
		ACTUAL	ADOPTED	ESTIMATED	ADOPTED	CHANGE
AVAILABLE FUNDS						
Beginning Fund Balance					2,000	\$ 2,000
REVENUES						
23-4205	HOTEL/MOTEL TAX			2,000	3,460	3,460
	INTEREST INCOME					-
	TOTAL REVENUES	\$ -	\$ -	\$ 2,000	\$ 3,460	\$ 3,460
	TOTAL AVAILABLE FUNDS	\$ -	\$ -	\$ 2,000	\$ 5,460	\$ 5,460
APPROPRIATIONS						
	PROFESSIONAL SERVICES	-	-	-	-	-
	TRAVEL & TRAINING					-
23-500-509	TOURISM	-	-	-	5,000	5,000
	SPECIAL EVENTS	-	-	-	-	-
	BANK FEES				-	-
	TOTAL APPROPRIATIONS	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
	ENDING BALANCE	\$ -	\$ -	\$ 2,000	\$ 460	\$ 460

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

Parks – Fund 15

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
Beginning Fund Balance	5,273	5,273	5,273	5,273	\$ -
REVENUES					
DONATIONS					-
INTEREST INCOME					-
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL AVAILABLE FUNDS	<u>\$ 5,273</u>	<u>\$ 5,273</u>	<u>\$ 5,273</u>	<u>\$ 5,273</u>	<u>\$ -</u>
APPROPRIATIONS					
PROFESSIONAL SERVICES	-	-	-	-	-
15-500-403 BUILDING REPAIRS & MAINT.				5,273	5,273
GROUPS MAINTENANCE	-	-	-	-	-
SPECIAL EVENTS	-	-	-	-	-
FIELD LIGHTS					
TOTAL APPROPRIATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,273</u>	<u>\$ 5,273</u>
ENDING BALANCE	<u>\$ 5,273</u>	<u>\$ 5,273</u>	<u>\$ 5,273</u>	<u>\$ -</u>	<u>\$ (5,273)</u>

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

FEMA – Fund 21

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	-	-	-	246,170	\$ 246,170
REVENUES					
21-4800 FEMA GRANT FUNDS	-	-	288,214	-	-
INTEREST	-	-	-	-	-
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 288,214</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL AVAILABLE FUNDS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 288,214</u>	<u>\$ 246,170</u>	<u>246,170</u>
APPROPRIATIONS					
21-500-523 GRANT EXPENDITURES			42,044	246,170	246,170
BANK FEES	-	-	-	-	-
SPECIAL EQUIPMENT	-				-
TOTAL APPROPRIATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 42,044</u>	<u>\$ 246,170</u>	<u>\$ 246,170</u>
ENDING BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 246,170</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
Texas Community Development Block Grant – Fund 24

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	-	-	-	-	\$ -
REVENUES					
24-4800 GRANT FUNDS	14,875	-	-	1,463,149	1,463,149
					-
TOTAL REVENUES	<u>\$ 14,875</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,463,149</u>	<u>\$ 1,463,149</u>
TOTAL AVAILABLE FUNDS	<u>\$ 14,875</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,463,149</u>	<u>1,463,149</u>
APPROPRIATIONS					
24-500-523 CDBG PROJECTS	14,875	-	-	1,463,149	1,463,149
	-				-
TOTAL APPROPRIATIONS	<u>\$ 14,875</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,463,149</u>	<u>\$ 1,463,149</u>
ENDING BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF HITCHCOCK – OTHER FUNDS

FY2020 ADOPTED Annual Operating & Capital Budget

Hitchcock Industrial Development Corporation – Fund 27

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	491,232	355,223	355,223	360,288	\$ 5,065
REVENUES					
27-4202 SALES TAX	266,662	-	267,365	266,500	266,500
27-4706 INTEREST	1,302	-	3,000	3,000	3,000
27-4701 MISCELLANEOUS REVENUE	95,325				-
TOTAL REVENUES	<u>\$ 363,289</u>	<u>\$ -</u>	<u>\$ 270,365</u>	<u>\$ 269,500</u>	<u>\$ 269,500</u>
TOTAL AVAILABLE FUNDS	<u>\$ 854,521</u>	<u>\$ 355,223</u>	<u>\$ 625,588</u>	<u>\$ 629,788</u>	<u>\$ 274,565</u>
APPROPRIATIONS					
OFFICE SUPPLIES	-	-	-	-	-
ADMINISTRATIVE FEES	-	-	-	-	-
LEGAL EXPENSES	-	-	-	-	-
27-500-539 MISCELLANEOUS EXPENSES	499,298	-	265,300	166,000	166,000
TOTAL APPROPRIATIONS	<u>\$ 499,298</u>	<u>\$ -</u>	<u>\$ 265,300</u>	<u>\$ 166,000</u>	<u>\$ 166,000</u>
ENDING BALANCE	<u>\$ 355,223</u>	<u>\$ 355,223</u>	<u>\$ 360,288</u>	<u>\$ 463,788</u>	<u>\$ 108,565</u>

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
TIRZ One Harborwalk – Fund 28

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	1,200,994		1,597,991	1,060,934	\$ 1,060,934
REVENUES					
28-4105 TAX REVENUE CITY SHARE	496,899		491,230	492,000	492,000
28-4106 TAX REVENUE COUNTY	507,912		465,291	465,300	465,300
28-4107 TAX REVENUE COM	196,908		195,191	195,200	195,200
28-4706 INTEREST	8,666	-	22,019	22,000	22,000
INTEREST INCOME OTHER	-	-	-	-	-
TOTAL REVENUES	\$ 1,210,385	\$ -	\$1,173,731	\$ 1,174,500	\$ 1,174,500
TOTAL AVAILABLE FUNDS	\$ 2,411,379	\$ -	\$2,771,722	\$ 2,235,434	2,235,434
APPROPRIATIONS					
BOND ISSUANCE COST	-	-	-	-	-
28-500-655 ZONE REIMBURSEMENT	750,000	-	785,788	755,000	755,000
28-500-656 DEBT SERVICE INTEREST	38,388		900,000	13,020	13,020
28-500-525 ADMINISTRATIVE FEE	25,000		25,000	25,000	25,000
TOTAL APPROPRIATIONS	\$ 813,388	\$ -	\$1,710,788	\$ 793,020	\$ 793,020
ENDING BALANCE	\$ 1,597,991	\$ -	\$1,060,934	\$ 1,442,414	\$ 1,442,414

CITY OF HITCHCOCK – OTHER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
HIDC Water Line Debt – Fund 30

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	58,178	82,748	82,748	88,772	\$ 6,024
REVENUES					
30-4821 WATER LINE OBLIGATION	63,924	63,924	63,924	63,924	-
30-4706 INTEREST	364	-	1,179	1,000	1,000
					-
TOTAL REVENUES	<u>\$ 64,288</u>	<u>\$ 63,924</u>	<u>\$ 65,103</u>	<u>\$ 64,924</u>	<u>\$ 1,000</u>
TOTAL AVAILABLE FUNDS	<u>\$ 122,466</u>	<u>\$ 146,672</u>	<u>\$ 147,851</u>	<u>\$ 153,696</u>	<u>\$ 7,024</u>
APPROPRIATIONS					
30-500-656 USDA LOAN INTEREST	-	20,000	20,000	21,000	1,000
30-500-655 USDA LOAN PRINCIPAL	39,718	39,079	39,079	38,229	(850)
PAYING AGENT FEE	-	-	-	-	-
TOTAL APPROPRIATIONS	<u>\$ 39,718</u>	<u>\$ 59,079</u>	<u>\$ 59,079</u>	<u>\$ 59,229</u>	<u>\$ 150</u>
ENDING BALANCE	<u>\$ 82,748</u>	<u>\$ 87,593</u>	<u>\$ 88,772</u>	<u>\$ 94,467</u>	<u>\$ 6,874</u>

CITY OF HITCHCOCK – OHTER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
HIDC Water Line Reserve – Fund 31

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	69,690	70,061	70,060	71,105	\$ 1,044
REVENUES					
31-4706 INTEREST	370	372	1,045	1,200	828
					-
TOTAL REVENUES	<u>\$ 370</u>	<u>\$ 372</u>	<u>\$ 1,045</u>	<u>\$ 1,200</u>	<u>\$ 828</u>
TOTAL AVAILABLE FUNDS	<u>\$ 70,060</u>	<u>\$ 70,433</u>	<u>\$ 71,105</u>	<u>\$ 72,305</u>	<u>\$ 1,872</u>
APPROPRIATIONS					
MISCELLANEOUS	-	-	-	-	-
TOTAL APPROPRIATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
ENDING BALANCE	<u>\$ 70,060</u>	<u>\$ 70,433</u>	<u>\$ 71,105</u>	<u>\$ 72,305</u>	<u>\$ 1,872</u>

CITY OF HITCHCOCK – OHTER FUNDS
FY2020 ADOPTED Annual Operating & Capital Budget
HIDC Water Line Construction – Fund 32

	FY 2018 ACTUAL	FY 2019 ADOPTED	FY 2019 ESTIMATED	FY 2020 ADOPTED	BUDGET CHANGE
AVAILABLE FUNDS					
BEGINNING FUND BALANCE	-890,020	-889,718	-889,718	-888,867	\$ 851
REVENUES					
32-4706 INTEREST	302	302	851	850	548
					-
TOTAL REVENUES	<u>\$ 302</u>	<u>\$ 302</u>	<u>\$ 851</u>	<u>\$ 850</u>	<u>\$ 548</u>
TOTAL AVAILABLE FUNDS	<u><u>\$ (889,718)</u></u>	<u><u>\$(889,416)</u></u>	<u><u>\$ (888,867)</u></u>	<u><u>\$(888,017)</u></u>	<u><u>\$ 1,399</u></u>
APPROPRIATIONS					
MISCELLANEOUS	-	-	-	-	-
TOTAL APPROPRIATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
ENDING BALANCE	<u><u>\$ (889,718)</u></u>	<u><u>\$(889,416)</u></u>	<u><u>\$ (888,867)</u></u>	<u><u>\$(888,017)</u></u>	<u><u>\$ 1,399</u></u>

DEBT SERVICE SCHEDULE

CITY OF HITCHCOCK, TEXAS
USDA WATER LINE LOAN DEBT SERVICE

Period Ending	Principal	Coupon	Interest	Debt Service
9/30/2020	\$21,000	4.25%	\$38,228.76	\$59,228.76
9/30/2021	\$22,000	4.25%	\$37,336.26	\$59,336.26
9/30/2022	\$22,000	4.25%	\$36,401.26	\$58,401.26
9/30/2023	\$23,000	4.25%	\$35,466.26	\$58,466.26
9/30/2024	\$24,000	4.25%	\$34,488.76	\$58,488.76
9/30/2025	\$25,000	4.25%	\$33,468.76	\$58,468.76
9/30/2026	\$26,000	4.25%	\$32,406.26	\$58,406.26
9/30/2027	\$28,000	4.25%	\$31,301.26	\$59,301.26
9/30/2028	\$29,000	4.25%	\$30,111.26	\$59,111.26
9/30/2029	\$30,000	4.25%	\$28,878.76	\$58,878.76
9/30/2030	\$31,000	4.25%	\$27,603.76	\$58,603.76
9/30/2031	\$33,000	4.25%	\$26,286.26	\$59,286.26
9/30/2032	\$34,000	4.25%	\$24,883.76	\$58,883.76
9/30/2033	\$35,000	4.25%	\$23,438.76	\$58,438.76
9/30/2034	\$37,000	4.25%	\$21,951.26	\$58,951.26
9/30/2035	\$38,000	4.25%	\$20,378.76	\$58,378.76
9/30/2036	\$40,000	4.25%	\$18,763.76	\$58,763.76
9/30/2037	\$42,000	4.25%	\$17,063.76	\$59,063.76
9/30/2038	\$44,000	4.25%	\$15,278.76	\$59,278.76
9/30/2039	\$45,000	4.25%	\$13,408.76	\$58,408.76
9/30/2040	\$47,000	4.25%	\$11,496.26	\$58,496.26
9/30/2041	\$49,000	4.25%	\$9,498.76	\$58,498.76
9/30/2042	\$51,000	4.25%	\$7,416.26	\$58,416.26
9/30/2043	\$54,000	4.25%	\$5,248.76	\$59,248.76
9/30/2044	\$56,000	4.25%	\$2,953.76	\$58,953.76
9/30/2045	\$13,500	4.25%	\$573.76	\$14,073.76
Total	\$899,500.00		\$584,332.76	\$1,483,832.76

City of Hitchcock (Reinvestment Zone #1)
2017 Refunding Bonds

Period Ending	Principal	Coupon	Interest	Debt Service
12/1/2019	\$ -	1.68	\$ 6,510	\$ 6,510
6/1/2020	\$ 755,000	1.68	\$ 6,510	\$ 761,510
	\$755,000		\$ 13,020	\$ 768,020

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

**CITY OF HITCHCOCK
FIVE YEAR CAPITAL IMPROVEMENT PLAN**

Department	Project Name	Description	FY 2020	FUNDING	FY 2021	FUNDING	FY 2022	FUNDING	FY 2023
Administration	Municipal Buildings	GENERAL FUND							
		Municipal Complex							
	Public Building Improvements	City Hall Improvements	37,000	GF					
		Total Administration	37,000						
Public Works	Municipal Building Total	Police Vehicles	55,000	GF	55,000	GF	55,000	GF	
		Total Police	55,000		55,000		55,000		
	Park Projects	Park Improvements			20,000	GF	20,000	GF	
		Park Total			20,000		20,000		
Public Works	Streets & Drainage	Street & Drainage Equipment	90,000	GF	30,000	LP	30,000	LP	30,000
		Street Maintenance	210,000	GF					
	Drainage Projects	100,000	GF	100,000	GF	100,000	GF	100,000	
	Street Projects	Street Rehab & Reconstruction							5,000,000
	Streets & Drainage Total	400,000		130,000		130,000		5,130,000	
Public Works	Water Projects	UTILITY FUND-WATER							
		Vehicle & Equipment Replacement			50,000	UF	50,000	UF	50,000
		Main Elevated Storage Tank	350,000	UF					
		Elevated Storage Tank - Redfish	50,000	UF					
		Monitoring Plan	16,000	UF					
		Nitrification Action Plan	16,000	UF					
		Neville Ground Storage Tank			400,000	UF			
		Recoat Elevated Storage Tank - Neville			385,000				
		Replace 3-12" at Neville Water Plant			35,000	UF			
		Booster Pump Replacement - Neville			185,000				
		Upgrade Water Tower - MLK			165,000				
		Recoating Redfish Elevated Storage Tank					250,000		
		Water Line Replacement - FM 519							980,000
		Water Line Replacement - HWY6							225,000
		Water Line Replacement - FM2004							575,000
		Water Line Replacement - Delaney Road							555,000
		Water Line Replacement - Matranda							145,000
		Water Line Replacement - White							165,000
		Water Line Replacement - 2nd St.							625,000
			Water Project Total	432,000		1,220,000		300,000	
Public Works	Wastewater Projects	UTILITY FUND -SEWER							
		Smoke Testing and I&I repairs	100,000	UF	137,500	UF	137,500	UF	137,500
		WWTP Silt Removal	120,000	FEMA					
		SCADA System		UF	35,000	UF	35,000	UF	35,000
		WWTP Bar Screen Rehab			169,000	UF			
		Lift Station Upgrades	30,000	UF	30,000	UF	30,000	UF	30,000
		WWTP Clarifier Rehab			160,000				
		WWTP Manhole Rehab	25,000	UF	25,000				
		Crane Truck			90,000	LP			
		Equipment & Vehicle Replacement			75,000	UF	75,000	UF	75,000
		WWTP Painting Project			75,000	UF			
		Emergency Bypass Pump			85,000	LP			
		Trailer Mounted 6' diesel bypass pump							
		Upgrade gravity line from Delesandri to WWTP					1,200,000		
Sanitary Sewer Improvements					187,500		187,500		
	Wasterwater Project Total	275,000		1,069,000		1,665,000		465,000	
	Grand Total	\$ 1,199,000		\$ 2,494,000		\$ 2,170,000		\$ 8,915,000	

Funding key: General Fund (GF); G.O. Bonds (GO); Impact Fees (IF); Certificates of Obligation (CO); Grants (G), State Revolving Fund (S)

CITY OF HITCHCOCK

Vehicle Replacement Schedule

Year	Make/Model	Type	Mileage/Hours	Dept	2020	2021	2022	2023	2024
2006	GMC	Dump Truck	VEHICLE	58,456.0 MILES	STREET				
2012	FORD	F250 4 Door Truck	VEHICLE	60,137	STREET				
2012	FORD	F150 4X4 Truck	VEHICLE	71,371	STREET				
1997	FORD	F450 Truck	VEHICLE	91,273	STREET				
2012	FORD	F750 Dump Truck	VEHICLE	2,316	STREET				
2017	CHEVY	Silverado 1500	VEHICLE	12,305 MILES	STREET				
2009	ETNYRE	1000 Gal. Asphalt Distributor	EQUIPMENT	1,427 HOURS	STREET				
1967	GRADER	CAT 12F	EQUIPMENT	15,010 HOURS	STREET				
2000	DYNAPAC	Case Steel Wheel Roller	EQUIPMENT	1,891.1 HOURS	STREET				
2015	TERRAIN KING	KB 2200 Mower	EQUIPMENT		STREET				
2004	GRADALL	XL4100 GRADALL	EQUIPMENT		STREET				
2007	GRADALL	XL31000	EQUIPMENT	6,610.0 HOURS	STREET				
1999	LEEBOY	1000B Paving Machine	EQUIPMENT	8,000.1 HOURS	STREET				
2004	GRADALL	Hydraulic Excavator	EQUIPMENT	8,786.07 063925	STREET				
1999	BROCE	Wheel Street Broom	EQUIPMENT	1,211.1 HOURS	STREET				
2015	KUBOTA	M108 Tractor	EQUIPMENT	2,299.1 HOURS	STREET				
2011	TRU-PAC	915 Rubber Tire Roller	EQUIPMENT	911.0 HOURS	STREET				
2013	AMERICAN	Flatbed Trailer	EQUIPMENT		STREET				
2014	KAWASAKI	Mule 610 4x4	EQUIPMENT	503.8 HOURS	STREET				
2004	NEW HOLLAND	TL 100	TRACTOR	3,801.3 HOURS	STREET				
2012	JOHN DEERE	MX6 Mower	TRACTOR		STREET				
2008	RHINO	SD15 Flex Wing Mower	TRACTOR	3,801.3 HOURS	STREET				
2012	JOHN DEERE	51000M Tractor	TRACTOR	2,688.6 HOURS	STREET				
2013	FORD	F150 V6 Ext. Cab WASTE	VEHICLES	85,565	UTILITY				
2011	FORD	F150 WASTE	VEHICLES	106,892	UTILITY				
2012	FORD	F150 V8 Ext. Cab WATER	VEHICLES	105,274	UTILITY				

Vehicle Replacement Schedule									
2012	FORD	F150 V8 Ext. Cab WATER	VEHICLES	88,080	UTILITY				
2010	FORD	F150 WATER	VEHICLES	102,322	UTILITY				
2010	FORD	F150 4x4 Truck WATER	VEHICLES	103,528	UTILITY				
2012	FORD	F150 V6 Ext. Cab WATER	VEHICLES	46,612	UTILITY				
2012	FORD	F150 V6 Ext. Cab	VEHICLES	102,984	UTILITY				
		F150 V6 1/2'							
2017	CHEVY	Silverado 1500 WASTE	VEHICLES	18,382 MILES	UTILITY				
2017	CHEVY	Silverado 1500 WATER	VEHICLES	21,692 MILES	UTILITY				
402	KUBOTA	F2680 26HP Front Mower	TRACTORS	1,820	UTILITY				
	KUBOTA	L345 DT - ?	TRACTORS		UTILITY				
		Brush Hog 5' - ?	TRACTORS		UTILITY				
	JOHN DEERE	Lawn Tractor	TRACTORS		UTILITY				
	CASE	Backhoe 580L WASTE	EQUIPMENT	1,123.0 HOURS	UTILITY				
	KOHLER	WASTE Generator (Diesel)	EQUIPMENT	206.7 HOURS	UTILITY				
	DETROIT	WATER Generator (Diesel)	EQUIPMENT	390.3 HOURS	UTILITY				
	CASE	Backhoe 580k	EQUIPMENT		UTILITY				
	CONSTRUCTION KING	Backhoe 480D	EQUIPMENT		UTILITY				
	CUMMINGS	Emergency Generator(Diesel)	EQUIPMENT		UTILITY				
	CAPEPILLAR	Generator on trailer	EQUIPMENT	3,642.1 HOURS	UTILITY				
	PIPE HUNTER	Sewer Cleaner / Trailer	EQUIPMENT	363.3 HOURS	UTILITY				
2012	CASE	Extendahoe 580N WATER	EQUIPMENT	1,745.6 HOURS	UTILITY				
2006	CAT	928GZ Loader STREET	EQUIPMENT	8,882	UTILITY				
2012	CHEVY	Tahoe	VEHICLES	130,000	POLICE	X			
2012	CHEVY	Caprice	VEHICLES	81,594	POLICE	X			
2012	CHEVY	Caprice	VEHICLES	82,151	POLICE	X			
2012	CHEVY	Tahoe	VEHICLES	72,261	POLICE				
2012	CHEVY	Tahoe	VEHICLES	32,023	POLICE				
2012	CHEVY	Tahoe	VEHICLES	99,722	POLICE				
2016	FORD	Explorer	VEHICLES	21,529	POLICE				

Vehicle Replacement Schedule									
2016	FORD	Explorer	VEHICLES	53,945	POLICE				
2016	FORD	Explorer	VEHICLES	55,761	POLICE				
2016	CHEVY	Tahoe	VEHICLES	18,571	POLICE				
		Light Towers (Diesel)	EQUIPMENT		POLICE				
		Light Towers (Diesel)	EQUIPMENT		POLICE				
	KOHLER	Emergency Generator (Diesel)	EQUIPMENT	205.1 HOURS	POLICE				
2017	FORD	F150 Crew Cab	VEHICLES		CODE ENF.				
2017	CHEVY	Silverado 1500	VEHICLES	9,060.0 MILES	CODE ENF.				
2009	FORD	Truck	VEHICLES	99,000 MILES	GARAGE				
2018	FORD	F350	VEHICLES	153 MILES	GARAGE				
2009	FORD	Fusion	VEHICLES	72,782	UNKNOWN				
Replacement Vehicles									
2020	CHEVY	Tahoe	VEHICLES		POLICE				
2020	CHEVY	Tahoe	VEHICLES		POLICE				
2020	CHEVY	Tahoe	VEHICLES		POLICE				

PAY PLAN

CITY OF HITCHCOCK – FY2020 ADOPTED PAY PLAN

FY2020 ADOPTED Annual Operating & Capital Budget

Full Time Employees

Range	FLSA	Classification	MIN	MAX
101	NE	Meter Reader	15.00	19.50
	NE	Streets & Drainage Maint. Worker	31,200.00	40,560.00
	NE	WWTP Laborer Utility Worker Appentice		
102	NE	Customer Service Representative	16.05	20.86
	NE	Utility Worker I	33,384.00	43,388.80
103	NE	Administrative Assistant	17.17	22.32
	NE	Deputy Court Clerk	35,713.60	46,425.60
	NE	Dispatcher		
	NE	Mechanic		
	NE	Permit Clerk		
	NE	Utility Billing Specialist		
	NE	Utility Worker II		
104	NE	Administrative Manager	18.37	23.88
	NE	Dispatch Supervisor	38,209.60	49,670.40
	NE	Equip. Oper. & Drainage Maint. Wkr		
	NE	Utility Worker III		
	NE	WWTP Operator I		
105	NE	Building Inspector	19.66	25.56
	NE	Court Clerk	40,892.80	53,164.80
	NE	Code Compliance Officer		
	NE	Patrol Officer		
	NE	Water Plant Operator		
	NE	WWTP Operator II		
	E	Community Development Specialist Street & Drainage Supervisor		
106	NE	Police Sergeant	22.51	29.26
			46,820.80	60,860.80
107	E	Police Lieutenant	24.09	30.11
			50,107.20	62,628.80
108	E	Police Captain	26.75	34.77
			55,640.00	72,321.60
109	E	City Secretary	28.13	36.57
	E	WWTP Superintendent	58,510.40	76,065.60
	E	WWW Superintendent		
110	E	Police Chief	34.77	46.95
			72,321.60	97,656.00
111	E	Public Works Director	45.37	53.84
	E	Community Development Director	94,369.60	111,987.20

NE: Non-Exempt

E: Exempt

Adopted September 30, 2019

COMPREHENSIVE FEE SCHEDULE

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule - Administration

	FY 2019 CURRENT	FY 2020 ADOPTED
Copies (8 1/2 x 11)	\$0.10 per page	\$0.10 per page
Copies (8 1/2 x 14)	\$0.10 per page	\$0.10 per page
Copies (11 x 17)	\$0.25 per page	\$0.25 per page
Color Copies	\$1.00 per page	\$1.00 per page
Certified Copies	\$1.00 per page	\$1.00 per page
Fax Outgoing Same Area Code	\$0.50 per page	\$0.50 per page
Fax Outgoing Long Distance	\$1.00 per page	\$1.00 per page
Fax Incoming	\$0.20 per page	\$0.20 per page
Return Check, ACH and/or credit card charges Fee	\$25.00	\$25.00
Occupational Tax:		
Local Cartage Permit (E)	\$30.00	\$30.00
Beverage Cartage Permit (PE) Annual	\$20.00	\$20.00
Caterer's Permit (CB) Annual	\$500.00	\$500.00
Mixed Beverage Late Hours (LB) Annual	\$150.00	\$150.00
Package Store Permit (P) Annual	\$500.00	\$500.00
Wine Only Package Store (Q) Annual	\$75.00	\$75.00
Beer Retailer Off Premise (BF) License Annual	\$60.00	\$60.00
Retail Beer & Wine On Premise (BG) Annual	\$175.00	\$175.00
Retail Beer & Wine Off Premise (BQ) License Annual	\$60.00	\$60.00
Retail Beer On Premise (BE) Annual	\$150.00	\$150.00
(FB) Food & Beverage Certificate	\$100.00	\$100.00
Brewpub License (BP) Annual	\$500.00	\$500.00
Other Liquor Permits (TX Alcohol Beverage Code)	1/2 State Fee/yr	1/2 State Fee/yr
Other Beer Licenses	1/2 State Fee/yr	1/2 State Fee/yr
Mixed Beverage Permit:		
Original	\$5,000.00	\$3,000.00
1st Renewal	\$2,250.00	\$2,250.00
2nd Renewal	\$1,500.00	\$1,500.00
3rd Renewal and All Subsequent Renewals	\$750.00	\$750.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Community Development

	FY 2019 CURRENT	FY 2020 ADOPTED
Amusement Permits (Annual)		
License Establishment	\$5,000	\$5,000
Device Operation	\$1200.00/machine	\$1200.00/machine
Criminal Background Check	\$100/person	\$100/person
Mobile Home/RV Park License		
Mobile Home Park Annual License Fee	\$25.00 per space	\$25.00 per space
RV Park Annual License Fee (less than 10 spaces)	\$50.00 per space	\$50.00 per space
RV Park Annual License Fee (more than 10 spaces)	\$25.00 per space	\$25.00 per space
RV License Transfer	\$10.00	\$100.00
Peddler License		
Annual Peddler/Solicitor License	\$100.00	\$150.00
Annual Itinerant Vendor License	\$100.00	\$150.00
Junk & Second Hand Dealer Permit	\$330.00	\$350.00
Junk Yard	\$300.00	\$350.00
Sexually Oriented Business Application Fee	\$250.00	\$500.00
Drilling Permit (Section 114.7)	\$8,250 plus \$25,000 Cash Bond	\$10,000 plus \$25,000 Cash Bond
Supplemental Permit Deepen Oil Well (114.21)	\$5,000.00	\$5,000.00
Mineral Exploration Permit (Chapter 111)	\$1,000/mile or any portion	\$1,000/mile or any portion
Transportation of Industrial Waste/Chemicals Permit (9 \$500/year		\$1,500/year
Infrastructure :		
Infrastructure Plan Review Fee		
\$50,000 and less		1% of actual construction cost of the project
\$50,000.01 and up		\$500 for first \$50,000 plus 0.5% of the actual construction cost over \$50,000
Infrastructure Permit Fee (Construction Portion)		
		1% of the actual construction cost of the project.
FRANCHISE FEES (Chapter 117):		
Permit Fee		
New Pipeline Application Fee (Ordinance 2019-022)		\$2,000 plus \$500 for each Street and Drainage Crossing.
ROW or Use of City Property Rental Charge Fee:		
Gathering Line Franchise		
Initial Franchise Fee		\$5,000.00
First Year, per rod		\$25.00
Annual Renewal per rod less than 24 inches		\$40 per rod < 24" in nominal diameter
Annual Renewal per rod ≥ 24 inches		\$80 per rod ≥ 24" in nominal diameter

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Community Development (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
Board/Commission Related Fees		
PLATTING:		
Minor Plat/Minor Replat*		
<i>*Plats administratively reviewed & approved only.</i>		
Single & Two Family Residential		\$500 + \$30/Lot
Non-residential/Mixed Use/Other Residential		\$800 + \$40/acre
Amending Plat*		
Plat administratively reviewed & approved only.		
Single & Two Family Residential		\$300 + \$30/lot
Non-residential/Mixed Use/Other Residential		\$500 + \$40/acre
Preliminary/Final Plat/Replat*		
<i>Consultant Fees & Legal Fees may apply</i>		
Single- & Two-Family Residential		
0 to 5 acres		\$500 + \$25/Lot
5+ to 10 acres		\$750 + \$25/Lot
10+ to 20 acres		\$1,000 + \$25/Lot
20+ to 50 acres		\$1,500 + \$25/Lot
50+ acres		\$2,000 + \$25/Lot
Other Residential/Non-Residential/Mixed Use/PUD		\$1,000 + \$50/acre and/or \$25/Lot whichever is greater.
Extension of Plat Approval	\$250.00	\$250.00
Vacation of Plat	\$1,000.00	\$1,000.00
Exemption from Platting	\$500.00	\$500.00
Plat Recordation		Recording Fee + \$25 Administrative Fee Galveston Co. \$71 plus \$50 for additional pages.
GENERAL FEES:		
*Consultant Fees -Review of construction plans, reports, drainage studies, TIA's & any other documents associated with plats, site plans, mixed use concept plans or special legal instruments or submittals as necessary per application submitted. Fees include professional fees as billed by engineering and planning consultants or any consultant utilized by the City to review development applications. Fee may be waived by City Administrator if project is minor in nature.		
		Reimbursement due to City based on actual consultant fees incurred by City plus 10% Administration Fee. \$2,000, minimum as a deposit against consultant fees . Staff may reduce to \$750 against consultants fees if a projects is of a minor nature where limited engineering review is anticipated.
*Legal Fees -All legal fees incurred by the City in the review, preparation and/or amendment of any legal document associated with a development application, such as, but not limited to Development Agreement or Public Infrastructure Agreement.		
		Reimbursement due to City based on actual legal fees incurred by the City plus 10% Administration Fee.

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Community Development (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
<i>Extension of Time -Fee may be waived by the City Commission if the extension is requested prior to any approval expiring & subject to applicant proving cause for the extension. In granting an extension of time, the applicant will be subject to any new regulations and standards adopted by the City.</i>		\$250 per extension
Postponement* <i>*On an agenda for which a public hearing was scheduled. Fee may be waived by City Administrator at his/her discretion.</i>		\$100
Zoning:		
Re-Zoning Application < 5 acres	\$150.00 for < 5 acres plus \$55 for Ad	\$350 + any required consulting/legal fees.
Re-Zoning Application > 5 acres	\$200.00 for > 5 acres plus \$55 for Ad	\$350 + any required consulting/legal fees.
May require Consultant Fees and/or Legal Fees		
Zoning Verification Letter		\$50.00
Request for Variance	\$100.00	\$100.00
Board of Adjutment Appeal		\$500.00 each
Vested Rights Petition or Development Rights Determination		\$500 plus City Attorney Fees

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Building Permit Fees

	FY 2019 CURRENT	FY 2020 ADOPTED
RESIDENTIAL PERMIT FEE		
Fee based upon construction square footage for project. Consultant fee may apply in addition to Residential Permit Fee		
New Single-Family Dwelling, Townhouse, Two-Family Dwelling, Residential Alterations, Garages, Carports, Deck, Porches and Storage Buildings	\$50 Minimum \$0.50/sq.ft. for living area \$0.25/sq. ft. for non-living area	\$75.00 Minimum \$0.75/square foot \$0.05/square foot non-living
Trade Permit (Includes: building, mechanical, plumbing, electrical, fuel gas and similar)		\$100 per trade
BUILDING PERMIT- OTHER CONSTRUCTION /COMMERCIAL	\$0.50/sq. ft. for living area \$0.25/sq. ft. for non-living area 1st 10,000 sq. ft. of non-living, warehouse, storage type areas (no additional fee after 10,000 sq. ft.).	First 10,000 sq. ft at \$0.50 10,001 sq. ft. - 15,000 sq. ft. at \$0.35 over 15,000 sq. ft. at \$0.15
Fee based upon construction square footage for project. Consultant fee may apply in addition to Construction Permit Fee		
PLAN REVIEW FEES		50% of building permit fee
<i>Charged at time of submittal of a construction permit application for review of application and accompanying documents. Non-Refundable</i>		
Non-Compliance fee:		
Work started or performed without a permit	First Time \$50.00, Second Time \$100.00	2 X Construction Permit Fee Payment of the double fee shall not relieve any person from fully complying with the requirements of the Code in the execution of the work, nor from any other penalties prescribed
		A fee of \$100 assessed for proceeding with any work without first having an approved inspection at the required stage of construction.
Re-Inspection Fees:		
Work not ready for inspection 1st Time	\$50.00	\$75.00 per failed inspection
Work not ready for inspection 2nd Time	\$100.00	\$150.00
Administrative fee for cancellation of issued permit		10% of permit fee
Building Permit Extension Fee (Up to 6 months)	50% of original permit fee	50% of original permit fee
Certificate of Occupancy:	\$30.00	
Residential		\$50.00
Commercial		\$100.00
Temporary		Same as regular
Failure to obtain certificate of occupancy prior to occupying		\$200.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Building Permit Fees (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
MISCELLANEOUS PERMITS:		
Moving building permit including temporary structures		\$100.00
Remodel Fee (Residential/Commercial)	\$100.00 minimum	\$100.00 minimum up to 100 square feet plus ea. additional sq. ft. \$0.50
Roof Permit	\$50.00	\$70.00
Fence Construction Permit	\$50.00	\$50.00
Driveway Permit		\$100.00
Site Inspection/Walk Through Fees:		
City Inspector	\$25.00	\$50.00
Fire Marshall	\$25.00	\$50.00
Mobile Home Permits		
Update Mobile Home on Property or Move-In		
Mobile Home in Park	\$75.00	\$90.00
RV Park Building Permit	\$75.00 X Number of Spaces	\$100 x Number of Spaces
Floodplain Development Permit		\$50 plus Consultant Fees
Drairage Review:		
Commercial		Actual Cost Plus 10%
Residential (Initial and As Built plus 1 resubmission)		\$150.00
Residential - Additional Submittals		\$75.00
GENERAL FEES:		
Moving of any building or structure *		\$100.00
For movement of structure on City Streets or ROW where city assistance is required		
*Only for moving structure where no plan review or inspection is required. All others will be charged regular permit and plan review fees.		
Demolition Building Permit Fee:		
Residential		\$50.00
Commercial		\$100.00
Miscellaneous Permit		
Swimming Pool Permit New Includes 4 inspections	\$75.00	\$175.00
Hot Tubs & Spas		\$175.00
Contractor Registration Fee		
Contractor/Builder Annual Registration Fee	\$20.00	\$50.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Building Permit Fees (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
Bulk Head Permit	\$2.00/lineal foot	\$2.50/lineal foot
Plumbing Permit		
Minimum Fee	\$50 minimum	\$50 minimum
New Construction or Addition	\$125 Base Fee + \$25 additional for each additional group. (1 to 4 fixtures/area)	\$125 Base Fee + \$25 additional for each additional group. (1 to 4 fixtures/area)
Mobile Home Plumbing Permit	\$100.00	\$100.00
RV Plumbing Permit	\$20.00 x Number of Spaces + cost of 2 inspections	\$20.00 x Number of Spaces + cost of 2 inspections
Electrical Permit*		
Residential & Commercial New Construction	\$50.00 T-Pole Add \$50. for each service upgrade or repair. \$100.00 for 125 amps or less \$150.00 for \$150 amps \$200.00 for 200 amps \$250.00 for 200 amps or more	\$50.00 T-Pole, New Circuits, repairs or inspector Add \$50.00 for each service upgrade or repair. \$100.00 for 125 amps or less \$150.00 for \$150 amps \$200.00 for 200 amps \$250.00 for 200 amps or more
* 150 AMP minimum service unless approved by Bldg Insp. Must have outside disconnect #12 AWG minimum and no aluminum wire.		
Mobile Home Electric Permit	\$75.00	\$75.00
RV Electric Permit	\$10. X Number of spaces plus cost of 2 inspections	\$10. X Number of spaces plus cost of 2 inspections
Irrigation Permit		
Residential	\$50.00	\$75.00
Commercial (Backflow Certification Required)	\$100.00	\$100.00
Mechanical/HVAC Permit		
Residential New	\$100.00	\$100.00
Residential Repair or Partial Change	\$50.00	\$60.00
Commercial New or Complete Change	\$100.00 under 4 Ton \$150.00 over 4 Ton	\$100.00 under 4 Ton \$150.00 over 4 Ton
Commercial Repair or Partial Change	\$75.00	\$75.00
Mobile Homes	\$100.00	\$100.00
Site Inspection/Walk Through		
City Inspector	\$25.00	\$50.00
Fire Marshall	\$25.00	\$50.00
Sign Permit		
Billboard	\$500.00	\$500.00
All Other Signs	\$50.00	\$75.00
Fill Grade Permit (Fill Dirt)		
General Fill Grade < 10 cubic yards		Free
General Fill Grade < 1000 cubic yards		\$50.00
Engineered Fill Grade 1000+ cubic yards, 3 or more		\$500.00
Site Fill/Grading Permit		\$500.00
Concrete Permit (Section 107.4)		
Over 2 yards, 1 inspection	\$75.00	\$100.00
Large pours requiring multiple inspections such as replacing or new driveways, parking lots, roads etc.	\$50 per additional inspections.	\$75 per additional inspections

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Street Department

	FY 2019 CURRENT	FY 2020 ADOPTED
Culvert Installation Fee(Section 93.08)		
No Material Added	\$10.00/lineal foot (\$50 minimum)	\$15.00/lineal foot (\$50 minimum)
Material Added	\$20.00/lineal foot (\$50 minimum)	\$25.00/lineal foot (\$50 minimum)
> than 16 lineal foot	City's cost for material and labor	City's cost for material and labor
Construct Street Permit Fee (93.04)	\$25.00 permit fee	\$100.00 permit fee
Street Excavation Permit (93.28)	\$15.00 permit fee	\$100.00 permit fee

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Fire Prevention Related Fees

	FY 2019 CURRENT	FY 2020 ADOPTED
Commercial & Multi-Family Construction		
Fire Alarm and/or Sprinkler System Plan Review*		
<i>*Based upon construction valuation</i>		
Less than \$6,250		\$250
\$6,250 to \$250,000		\$375
\$251,000 to \$500,000		\$531
\$501,000 to \$1,000,000		\$690
\$1,001,000 to \$3,000,000		\$1,000
\$3,001,000 to \$6,000,000		\$1,500
\$6,000,000 and up		\$1,500 for the first \$6,000,000 plus \$0.31 for each additional \$1,000.
Commercial & Multi-Family Construction		
Fire Alarm and/or Sprinkler System Inspection*		
<i>*Based upon construction valuation for project</i>		
Less than \$6,250		\$375
\$6,250 to \$250,000		\$531
\$251,000 to \$500,000		\$656
\$501,000 to \$1,000,000		\$845
\$1,001,000 to \$3,000,000		\$1,190
\$3,001,000 to \$6,000,000		\$1,785
\$6,000,000 and up		\$1,785 plus \$0.48 for each additional \$1,000.
Multi-Family Residential/Hotels/Motels (Annual)		
3-20 Dwelling Units		\$200.00
21 or more Dwelling Units		\$400.00
High Hazard Operations (Annual)		
Hazardous Materials Storage Tier I		\$350.00
Auto Wrecking Yards		\$150.00
Automotive Repair		\$100.00
Industrial Ovens		\$225.00
Lumberyards		\$260.00
Tire Storage		\$150.00
High Pile Storage Level I: 2500 to 20,000 sq. ft.		\$475.00
High Pile Storage Level I: 2500 to 20,000 sq. ft.		\$700.00
Scrap Metal Yards		\$150.00
Motor Vehicle Fuel Dispensing		\$350.00
Welding Shops, Iron Works		\$300.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Fire Prevention Related Fees (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
Burn Permits		
Residential Burn Permit	\$30.00	\$50.00
Residential Burn Permit (30 day Extension)	\$30.00	\$25.00
Commercial Burn Permit	\$30.00	\$200.00
Commercial Burn Permit (30 day Extension)	\$30.00	\$100.00
Special Assembly Occupancies		
Carnivals/Circus/Car Shows Etc..		\$400.00
Temporary Membrane Structures/Tents		\$125.00
Explosives and Pyrotechnics		
Explosives Use/Storage		\$400.00
Pyrotechnics Use/Storage		\$300.00
Fireworks Displays		\$500.00
Miscellaneous Permits/Inspections		
Emergency Generators	\$25.00	\$50.00
Access Gates	\$25.00	\$50.00
After Hours Inspection (First 3 Hours)		\$200.00
After Hours Inspection (Additional Hour or Portion of Hour)		\$50.00
Re-Inspection Fee (After Initial and 1st Re-Inspection)	\$25.00	\$100.00
Occupant Load Evaluation		\$50.00
Product Line Inspection	\$25.00	\$200.00
Underground Storage Tank	\$25.00	\$200.00
Hot Work (Welding, Asphalt Kettles, Roof Torching)		\$300.00
Plan Review Miscellaneous		
Automatic Extinguishing System		\$100.00
Emergency Evacuation Plan		\$25.00
Access Control (Mag Locks)		\$50 for first, \$10 for every lock after.
Assembly Use Occupancy		
1-99 Person Occupant Load		\$250.00
99-299 Person Occupant Load		\$350.00
300 or more Person Occupant Load		\$500.00
Licensed Facilities Providing Less Than 24 Hour Care		
Licensed for 1-25 Children		\$100.00
Licensed for 26-49 Children		\$150.00
Licensed for 50-99 Children		\$200.00
Licensed for 100-149 Children		\$250.00
Licensed for 150 or more Children		\$300.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Fire Prevention Related Fees (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
Group Home Day Care		
Licensed for 1-12 People		\$100.00
Foster Homes/Group Foster Homes 24 Hour Care		
Licensed for 1-6 Children		\$100.00
Licensed for 7-12 Children		\$200.00
Hospitals/Nursing Homes Providing 24 Hour Care		
Licensed for 1-99 Beds		\$300.00
Licensed for 100-199 Beds		\$400.00
Licensed for 200-499 Beds		\$500.00
Licensed for 500 or more Beds		\$600.00
Other 24 Hour Care Facilities		
Licensed for 1-3 Occupants		\$100.00
Licensed for 4-16 Occupants		\$175.00
Licensed for 17-25 Occupants		\$250.00
Licensed for 26 or more Occupants		\$325.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Animal Control

	FY 2019 CURRENT	FY 2020 ADOPTED
Pet License:		
Annual Fee Per Animal		\$5.00
Tree Year Renewal		\$15.00
Neutered Animal Lifetime		\$15.00
Dangerous Animal License Annual		\$100.00 Annual
Running at Large and/or Not Tagged		
Per Citation		\$269.00
Animal Pet Shop Application Fee		\$150.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Police

	FY 2019 CURRENT	FY 2020 ADOPTED
Police Reports		
Past Department Reports		\$15/hr, 1 hr minimum
Accident Report Copy		\$6.00
Accident Report Certified Copy		\$8.00
Police Report Copy		\$0.10 per page
Body and In-Car Camera Footage		
Release of video		\$10.00
Per each minute of Video		\$1.00
Wrecker Permit Fees		
Annual Wrecker Company Rotation Permit Fee	\$165.00	\$1,000.00
Annual Wrecker Rotation Fee Per Wrecker	\$165.00	\$100.00
Annual Wrecker Driver Resgistration Fee Per Driver	\$200.00	\$100.00
Alarm Permit Fees		
One Time Residential Alarm Permit	\$25.00	\$25.00
Annual Commercial Alarm Permit	\$50.00	\$100.00
Late Fee	\$10.00	\$10.00
False Alarm Fees (Yearly)		
Between 3 and 5 false alarms (each)		\$50.00
Between 6 and 8 false alarms (each)		\$75.00
More than 8 false alarms (each)		\$100.00
Four or more in a quarter	\$500.00	
Monitoring Company failure to verify alarm	\$100.00	
Appeal Fee	\$25.00	\$25.00
Use of a non-permitted alarm system	\$100.00	\$100.00
Use of an alarm during alarm permit suspension	\$200.00	\$200.00

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Utility Fees

	FY 2019 CURRENT	FY 2020 ADOPTED
Deposit - Residential	\$250.00	\$250.00
Deposit - Commercial/Multi Unit	2x Average Monthly Service + \$50.	\$500.00
Ambulance Fee	\$3/month	\$3/month
Penalty Fee	10% of delinquent utility charges.	10% of delinquent utility charges.
Cut-off/Turn On Fee	\$50.00	\$50.00
Utility Reconnect Fee During business hours		\$50.00
After Hours Reconnect Fee		\$75.00
Re-Read Fee		\$5.00
After Hour Call Out		\$50.00
Meter replacement due to customer damage		Cost plus 10%
Repair Water/Sewer Service Damaged by Construction		Actual Cost plus 10% \$250 minimum
All Special W/WW Services & Special Applications Not Covered		Actual Cost
Tampering Fees		
First Offense		\$500.00
Offense after first		\$750.00
Police reports are made for each offense		
Hydrant Construction Meter		
		\$500.00
Bulk Water		
In Town Use	\$12/1000 gallons or any part of	\$15/1000 gallons or any part of
Out of Town Use	\$18/1000 gallons or any part of	\$20/1000 gallons or any part of
New Service Fees:		
Water Tap Fee		
3/4" Meter	\$800.00	\$1,073 plus actual cost & labor*
1" Meter	\$900.00	\$1,481 plus actual cost & labor*
1 1/2" Meter		\$2,000 plus actual cost & labor*
2" Meter (Contracted Out)		\$2,000 plus actual cost & labor*
3" or Larger (Contracted Out)		\$2,000 plus actual cost & labor*
Push		\$20.00/foot
Sewer Tap Fee		
Standard 4" Short Service	\$500.00	\$900.00 plus actual cost & labor*
5' and above		\$900.00 plus actual cost & labor*
Below 5'		\$1200.00 plus actual cost & labor*

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Utility Fees (Continued)

	FY 2019 CURRENT	FY 2020 ADOPTED
Industrial Waste Permit		\$2,500.00
Additional Fee		
5/8" x 3/4" Curb Stop (fee for broken valve/break by customers)	\$50.30 plus actual cost & labor*	\$51.00 plus actual cost & labor*
1" Curb Stop (fee for broken valve/breaks by customers)	\$92.60 plus actual cost & labor*	\$93 plus actual cost & labor*

*Allows for the adjustment of fees in accordance with cost of providing utility service. Commercial accounts- Service fee will be based on actual cost of installation & metering equipment

CITY OF HITCHCOCK – FY2019 ADOPTED FEE SCHEDULE

FY2020 ADOPTED Fee Schedule

Adopted Fee Schedule – Solid Waste

	FY 2019 CURRENT	FY 2020 ADOPTED
Garbage Deposit	\$50.00	\$50.00
Residential Garbage Collection	\$11.25/month	\$11.50/month
Commercial Garbage Collection	\$22.62/month	\$23.30/month

CITY OF HITCHCOCK: MISCELLANEOUS STATISTICS

Date of Incorporation: Settled in 1846 and last incorporation 1960

Form of Government: Mayor/Commissioners with an appointed administrator

City Commission Composed of: Elected Mayor and four (4) Commissioners

STATISTICS

Population	7442
Area/Square Miles	92.1 square miles

FACILITIES

	Water Service	Sewer Service
Residential Accounts	2201	2124
Commercial Accounts	165	153

PARKS, RECREATION & CULTURE

Parks	4
Baseball/Softball Fields	1
Public Library	1

FY 2019-2020 Budget Calendar

August 12, 2019	Budget Presentation
August 26, 2019	Budget Workshop – General Fund and HICD
September 9, 2019	Budget Work Shop - Enterprise Fund
September 16, 2019	Adopt the Adopted Budget

Glossary

The budget contains specialized and technical terminology that is unique to public finance and budgeting.

Accounting Basis: The basis of accounting under which transactions are recognized and reported. The City employs the modified accrual basis of accounting. This means that revenues are recognized in the accounting period in which they become available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred.

Ad Valorem Tax: The tax is based “according to value” of property and is used as the source of revenue to pay general obligation debt and to support the General Fund.

Assessed Valuation: A value that is established for real and personal property for use as a basis for levying property taxes. The assessed valuation represents the appraised valuation less any exemptions. Property values are established by the Medina Appraisal District.

Balanced Budget: A budget in which planned expenditures can be met by current income from taxation and other government receipts.

Bond: A debt instrument embodying a written promise to pay a specified sum of money, the face value or principal, at a specific date or dates in the future (maturity date) together with periodic interest at a specified rate. Bonds are typically used for long-term debt to pay for specific capital expenditures, such as buildings, streets, or utility expansion/repair.

Budget: A budget is a plan of financial operation embodying an estimate of Adopted expenditures and the means of financing them for a single fiscal year.

Budget Adjustments: A legal procedure utilized during the fiscal year by the City staff and City Council to revise a budget appropriation. City staff has the prerogative to adjust expenditures within a department budget.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the City Council. The ADOPTED budget document presents the authorization made by the City Council for City Officials to obligate and expend resources.

Budget Ordinance: The official enactment by the City Council that establishes legal authority for the City Officials to obligate and expend resources.

Budgetary Control: The control of management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Outlay: The portion of the annual operating budget that appropriates funds for the purpose of capital equipment needs. The Capital Outlay Budget includes funds for capital equipment purchases such as vehicles, furniture, machinery, building improvements, computers, and special tools, which are usually distinguished from operating items according to their value and projected useful life. The City’s current capitalization policy requires expenditures to be at least \$5,000 with the asset having a useful life in excess of two (2) years.

Capital Improvement Program (CIP): A plan for capital expenditures to be incurred each year over a period of five future years setting forth each capital project, scope of work, the amount to be expended in each year and the method of financing those expenditures, to provide long-lasting physical improvements.

Chart of Accounts: A chart detailing the system of general ledger accounts.

City Administrator: The individual appointed by the City Council who is responsible for the administration of the affairs of the City.

Commodities: Items of expenditures which, after use, are consumed or show a material change in their physical condition, and which, are generally of limited value and are characterized by rapid depreciation. Office supplies and motor fuel are examples of commodities.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services: Goods and services acquired under contract the City receives from an internal service fund or an outside company. Professional services, utilities, rentals, and insurance are examples of contractual services,

Current Taxes: Taxes that are levied and due within one year.

Debt Service Fund: Accounts for the accumulation of ad valorem taxes collected for the purpose of paying principal and interest on long term debt, certificates of obligation and short term contractual obligation certificates.

Debt Service: The City's obligation to pay the principal and interest of all outstanding debt instruments according to a predetermined payment schedule.

Deficit: A deficit is the excess of expenditures over revenues during a single accounting period.

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a penalty for non-payment is imposed.

Department: A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Disbursement: Payment for goods and services in cash or by check.

Effective Tax Rate: That tax rate which will generate the same amount of tax revenue next year from the properties on this year's tax rolls.

Encumbrance: Obligation in the form of a purchase order, contract, or salary commitment which is chargeable to appropriations and for which a part of the appropriation is reserved. When paid, the encumbrance is liquidated.

Enterprise Fund: A government accounting fund used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to recover the cost of providing goods through user fees. Rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures.

Estimate: The estimated actual expenditures and revenues for the fiscal year prior to the budget fiscal year.

Estimated Revenues: The amount of projected revenue to be collected during the fiscal year. It may be also defined to finance the Adopted projected expenditures.

Expenditure: Decrease in the use of net financial resources for the purpose of acquiring and providing goods and services.

Expenditure Group: A grouping of similar expenditures used to exercise budgetary control. For example, the Personnel Services expenditure group includes salaries, Social Security, Medicare, retirement, group health insurance, group life insurance, and workers compensation.

Expenses: Outflows or other using up of assets or incurring of liabilities during a period from delivering or producing goods, rendering services, or carrying out other activities that constitute the entity's ongoing major or central operations.

Fiscal Year: The 12 month time period designated by the City signifying the beginning and ending period for recording financial transactions. The City's fiscal year is October 1st to September 30th.

Fixed Asset: Assets of a long-term nature that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full Time-Equivalent (FTE): Full time, authorized positions, filled or vacant, that equal to 2,080 hours of work annually.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial sources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations.

Fund Balance: The difference between a fund's assets and liabilities.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards of and guidelines to financial accounting and reporting.

General Fund: The General Fund accounts for all financial resources of the government except for those required to be accounted for in another fund. General Fund revenues include property taxes, licenses and permits, service charges, and other types of revenue. The fund includes the basic operating services such as police, finance, community development, parks & recreation, pool, library, public works and general administration.

General Ledger: A listing of the various accounts necessary to reflect the financial position and results of operation of government.

Interfund Transfers: Amounts transferred from one fund to another.

Modified Accrual Accounting: A basis of accounting in which revenues should be recognized in the accounting period in which they become available and measurable and expenditures are recorded in the period that they are incurred.

Non-Recurring Revenue: Revenue recognized by the City that are unique and occur one time or without pattern.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic services for the fiscal year. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel and the Adopted means of financing them.

Personal Services: All cost related to compensating employees of the City including employee benefit costs such as City contribution for retirement, social security, and health and life insurance.

Program Improvement: A program improvement is the addition of new equipment, personnel or other expenditures aimed at improving the level of service or expanding services.

Property Tax Rate: The property tax rate consists of two elements. The first is the maintenance and operation rate. Revenues received from this element are deposited in the General Fund and can be used for any public purpose. The maintenance and operation rate is subject to the provisions of state statute and an increase in the effective rate excess of 8% is subject to a voter initiated rollback election. The second element is the debt service rate. The rate is set based on the City's debt service requirements. Funds received from this rate are deposited in the Debt Service Fund and are used solely to pay the principal and interest on present and projected debt.

Resources: Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

Revenue Estimate: An estimate of how much revenue will be earned from a specific revenue source for some future specific period; typically, a future fiscal year.

Shortfall: The excess of expenditures over revenues during a single accounting period.

Special revenue Fund: A fund used to account for revenues and expenditures that have been earmarked for special activities.

Surplus: A surplus is the amount by which revenues exceed outlays.

Tax Levy: The total amount of funds to be raised by general property taxes for operating and debt service purposes specified in the Annual Tax Ordinance.

Tax Rate: The amount of tax levied for each \$100 of assessed valuation.

Tax Rate Limit: The maximum legal property tax rate at which a municipality may levy a tax