

City of
Donna
the Heart of the Valley

**2020-2021
Fiscal Year Budget**

307 South 12th Street Donna, Texas 78537

www.cityofdonna.org



Donna Alliance International Bridge

City of Donna

Fiscal Year 2020-2021 Budget

Cover Page 09/30/2020

This budget will raise more revenue from property taxes than last year's budget by an amount of \$324,943, which is a 6.14 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$113,469.

The members of the governing body voted on a budget as follows:

FOR:

Rick Morales - Mayor

Joey Garza - Councilman

Eloy Avila - Councilman

Oscar Gonzales - Mayor Pro Tem

Arturo Castillo - Councilman

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

2020-2021	2020-2021	2019-2020
Property Tax Rate:	0.788855	0.788855
No New Revenue Tax Rate:	0.745419	0.753259
No New Revenue Maintenance & Operations Tax	0.656846	0.669043
Voter Approval Tax Rate:	0.830236	0.817434
Debt Rate:	0.150401	0.094868

Total debt obligation for City of Donna secured by property taxes: 2,668,834



City of Donna Officials



Mayor

Ricardo Morales

City Council Members



Councilman

Richie Moreno-Place 1



Councilman

Joey Garza-Place 2



Councilman

David Moreno-Place 3



Mayor Pro Tem

Eloy Avila Jr.-Place4

City Manager

Carlos Yerena

Director of Finance

David R. Vasquez

City Secretary

Belinda Tosca



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CITY OF DONNA, TEXAS

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Donna

Texas

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill

Executive Director

HISTORY OF DONNA, TEXAS

The City of Donna is off U.S. Highway 83 and State Spur 374, fourteen miles southeast of McAllen in southeastern Hidalgo County. It is in territory that was granted to Lino Cabazos as part of the La Blanca



land grant on May 19, 1834, by the Mexican State of Tamaulipas. The Cabazos family inhabited the area for at least twenty years after taking possession of the land, and their descendants continued to live in the area into the twentieth century.

Thomas Jefferson Hooks arrived in the Lower Rio Grande Valley in 1900 and the following year moved his family to Run in southeastern Hidalgo County. In May 1902 he helped to form the La Blanca Agricultural Company, which purchased 23,000 acres fronting the river two miles east and two miles west of the site of present Donna and extending north eighteen miles. He gave part of his purchase to his twenty-one-year-old daughter, Donna Hooks Fletcher, a divorcée. She settled in the area and established the Alameda (Grove) Ranch. Fletcher stocked the ranch with Jersey cattle purchased from the Lassater Ranch in

Falfurrias and ran a successful butter business. In 1904, The St. Louis, Brownsville, and Mexico Railway reached the area, and a town was formed that July. In 1907, the town was given a depot station that was named Donna in the honor of Donna Fletcher, who was postmistress when the Donna post office was opened in 1908. That year the first store in west Donna was established by Ed Ruthven, and the community was recognized as the Texas station that shipped the most produce in a year. A 500-ton-capacity sugar mill was built in Donna that year. The town grew slowly because of the lack of available potable water. *Portreros* brought water from as far away as Lyford and Mission to each home in Donna. A barrel



of water cost 50 cents, and the water had to be boiled before it could be used for drinking or cooking. By 1908, a water tower and a filtration plant provided potable water for Donna residents. By 1912 the town was divided into Donna and East Donna. East Donna, the Mexican side of town, had a post office named Beatriz, after Beatriz Hooks. Electricity came to Donna in 1916. The Donna Light and Power Company was incorporated by A.F. Hester, Sr., T.J. Hooks, Dr. J.B. Roberts, and twenty stockholders.



In 1915 Donna had a population of 1,500, a bank, a hotel, four churches, two cotton gins, the sugar mill, a weekly newspaper named the Donna Dispatch, published by B.L. Brooks. A Legion Hall was built in 1920, making Donna American Legion the first Legion Post in the world to own its Legion Hall. Donna had an estimated population of 1,579 in 1925. By 1936 it had a population of 4,103, a railroad stop, multiple dwellings, and 110 businesses.

The citizens of Donna first started using the motto “The City with a Heart in the Heart of the Rio Grande Valley” to promote the city in the 1940’s. By 1945 the town had a population of 4,712 and seventy-eight businesses and continued to be a citrus and vegetable growing center. In 1953 Donna had three gins, three wholesale groceries, hardware and farm implements dealers, a wholesale

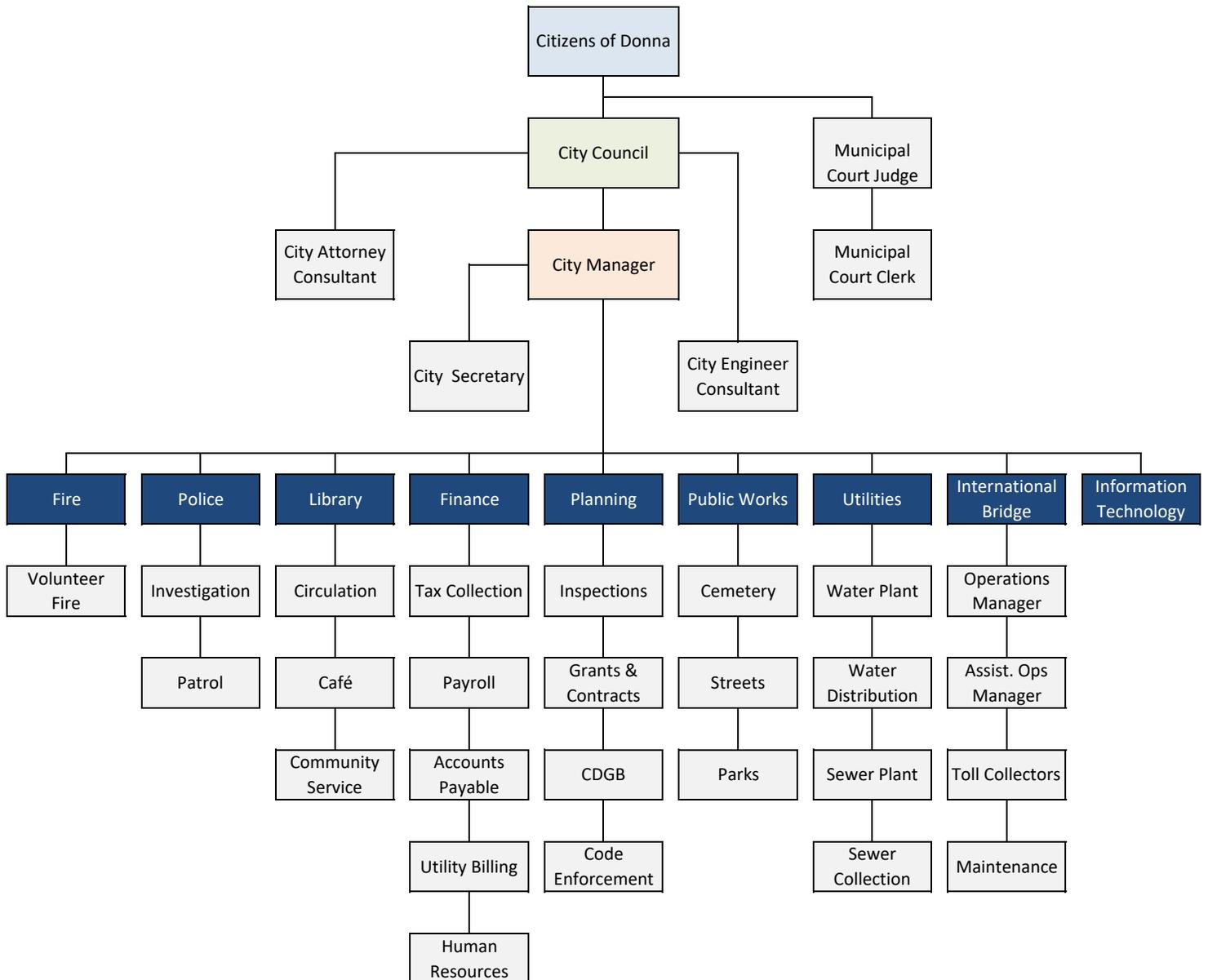
distributor for feed mills, and the Donna News. The American Legion Hall was designated a historical landmark in 1964. In 1967 Donna reported 110 businesses (including eight manufacturers), ten churches, a bank, a library, and a newspaper.

From 1920 through the mid-1960s Donna had segregated schools. A third school for migrant students was in operation through the 1970s. The justification for its operation was that migrant children needed more attention because of their parents' work. It was opened to children in the third to eighth grade and had a separate campus. Donna had a population of 8,982 and 122 businesses in 1978. After the 1970s the economy in Donna continued to be based on fruits, vegetables, and the tourist trade. In 2000 Donna had a population of 14,768 and 369 businesses.





**Organizational Chart
Fiscal Year 2020-2021**



BUDGET AND FINANCIAL POLICIES

Article IX of the City Charter sets forth the basic budget policies for the overall management of the City. The annual Budget shall be prepared in accordance with State Law.

- The City's primary objective for all operating budgets is to adopt a balance budget where revenues equal or exceed expenditures. The budget document shall contain a budget message prepared by the City Manager outlining the proposed financial plan for the City.
- No later than August 18th, the City Manager prepares a recommended budget to be submitted to the Council estimating revenues and expenditures for the next fiscal year. The Council shall order a public hearing on the budget and shall cause to be published, at least ten days prior to the date of such hearing, the time and place thereof. At the time and place so advertised, the Council shall hold a public hearing on the budget as submitted, at which all interested persons shall be given an opportunity to be heard.
- The budget shall be carefully itemized and the proposed figures shall be compared with actual figures from the preceding year.
- At least thirty days prior to the adoption of the tax rate, the City Manager submits a recommended budget proposal to the City Council. Upon completion, the budget is filed by the City Secretary for media and public inspection.
- The City Council adopts the budget prior to the beginning of the fiscal year. This budget is based on various meetings with department leaders for their input on the programs and projects planned for next fiscal year.

BUDGET BASIS OF ACCOUNTING

The budget basis of budgeting (modified accrual, accrual, cash) should be identified for each category of fund represented (governmental, proprietary, and fiduciary) that the City has adopted is the modified accrual basis for all governmental fund types and the accrual basis has been adopted for proprietary fund types.

The end product of the budget process is the budget document, which consists of three main parts, a budget message, a series of revenue/expenditures tables and appropriate descriptive materials as well as the budget adoption ordinance.

The budget is structured according to codes and classifications contained in the City's accounting system. Since the budget is a planning document, it does not include all of the detailed information encompassed by the accounting system.

All budgets are built around four basic components: Funds, Departments, Revenues, and Expenditures. Although the City's accounting system will provide locally-adapted definitions of these elements, the following general descriptions may be helpful.

FUNDS

A “Fund” is an accounting device used to classify City activities for management purposes. A fund can be thought of as a bank account into which revenues are deposited and from which expenditures are paid for a specific purpose. Funds are generally classified in the following manner:

GOVERNMENTAL FUNDS

1. General Fund - The General Fund is used to account for all financial resources not covered under another fund. Examples of activities under this fund are general administration, recreation, libraries, police services, fire services. Its revenues are generally unrestricted which means that they may be used for any approved governmental purpose.
2. Special Revenue Funds – Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for a specific purpose. Examples of such funds are Hotel Occupancy Tax, Fire Equipment Service Fee, and the Texas Confiscated Money Forfeitures Fund, and the Tax Increment Reinvestment Funds.
3. Debt Service Fund – The Debt Service Funds is used to account for funds set aside to pay the principal and interest due on tax bonds, certificates of obligations and other long-term debts.
4. Capital Project Funds – Capital Project Funds are used to account for revenues derived from bond proceeds and expenditures relative to the acquisition or construction of major capital facilities (Other than those financed by Proprietary Funds, Special Assessments Funds and Trust Funds).

FIDUCIARY FUND

Trust and Agency Funds – Trust and Agency Funds are used to account for collections and disbursements earmarked for employees’ payroll, pensions, insurance, and other restricted purpose.

PROPRIETARY FUNDS

1. Enterprise Funds – To account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user chargers, i.e., Utility Fund and International Bridge Fund.
2. Internal Service Funds – To account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis, i.e., Employee Insurance Trust Fund.

The beginning and ending point of budgeting is a fund balance or retained earnings. In general, the budgeted beginning balance represents the funds left over from the prior fiscal year. The budgeted ending balance represents the funds being estimated at the end of the current fiscal year.

ROLE OF DEPARTMENTAL DIRECTORS

The involvement of departmental directors in the budget process is essential. The departmental directors are the best source of information regarding service needs in the department. The departmental directors are also the best qualified to identify opportunities for budget cutbacks. From the perspective of the departmental directors, the budget process is a useful way to advise the City Manager and City Council about the accomplishments, special problems, and propose alternative for improving the quality of services for the citizens of the City.

REVIEW OF DEPARTMENTAL REQUESTS

In the course of reviewing the departmental budget requests, the City Manager should bear in mind the following concerns:

- Do the proposed performance and service levels justify the budget request? Could the requested funds be put to better use in another department? Are certain budget requests totally without justification or merit?
- Are the spending requests credible? Are they padded or based on false assumptions?
- Is the proposed approach to a particular service the best way to achieve the stated objective based on the department's previous budget and work programs? Is attainment of each stated objective likely? Should a funding increase proposed by one department be approved, instead of another department that has a better performance record?
- If choices must be made between competing budget requests, what is of relative importance or value to the community of the new spending program proposed by the various departments? If cutbacks in exiting services are necessary, which service should be eliminated first?
- By spending more on a particular service during the next fiscal year, will the City save money in the long run?
- What considerations have the department heads given to reducing the cost of existing programs through better personnel utilization, improved work methods and mechanization?

CITY COUNCIL ACTION ON THE BUDGET

The City Manager presents the recommended budget to the City Council at a regular meeting. Copies are filed with the City Secretary for media and public inspection.

The basic issues in the budget for the City Council are:

- Does it meet the needs of the community adequately, or at least as adequately as available finances will permit? Are there some services which would be reduced or eliminated in order to provide funds for more important programs?
- Does the budget provide balance between services, especially between more essential and less essential services?
- Are the administrative controls in place to assure that adequate results will be produced, and proper standards of service maintained?
- Do revenue estimates appear to be realistic? Have all expenditures and foreseeable contingencies been included?
- Is the budget economical in all respects, and oriented toward obtaining the greatest value per dollar expended?
- Is the budget consistent with the ability and willingness of citizens to support it?
- Is it consistent with the City's long-term policies for the development of the community?

BUDGET AMENDMENT PROCESS

Article IX of the City Charter states that, if at any time during the fiscal year, the City Manager shall ascertain that available revenues will be less than total appropriations for that year, he shall reconsider the allotments of each department and revise them as to prevent the making of expenditures in excess of available revenues. At the close of each fiscal year, any encumbrance balance of an appropriation shall revert to the fund which appropriated and may be re-appropriated by City Council. City Council may transfer any unencumbered appropriation balance from one department to another. The City Manager shall have the authority without City Council approval, to transfer appropriation balances from one expenditure account to another within a single department of the City.

REVENUE POLICY

Tax Collections

Our City will pursue a vigilant tax collection effort by subcontracting with an attorney-at-law that specializes in comprehensive collection services, while remaining cognizant of the need to treat our residents with the uppermost respect.

Revenue Diversification / Unrestricted Fund Balance

The City strives to maintain a diversified and stable revenue base to protect public services from short-term fluctuations in any one revenue source. The City has chosen to manage these fluctuations by creating a fund balance policy. The Reserve Policy states the following:

- **REVENUE POLICY (Continued)**

- Established reserves shall help protect the City from innumerable hardships due to unforeseen emergencies.
- Fund Balance shall equal not less than 25% of the operating budget.

Fees and Charges

User fees will be imposed to cover the cost of services provided for unique or narrow segments of the community. Fees may be set at levels sufficient to cover the entire cost of service delivery. Our City charges customers a pass-through user fee when they pay their taxes or utility bills by credit card.

The City maintains the water distribution system and the sewer collection systems. To insure that the enterprise funds remain self-supporting, rate structures will fully fund the direct and indirect cost of operations, capital plant maintenance, debt service, depreciation, and moderate system extensions.

One-Time Revenues

It is the general policy of the City to use major one-time revenues to fund capital improvements or reserves. The use of one-time revenues to fund ongoing expenditures is discouraged.

Unpredictable revenues are budgeted conservatively, and any amount collected in excess of the budget is generally carried forward in the fund balance.

All potential grants shall be carefully examined for matching requirements. Some grants may not be accepted if the local matching funds cannot be justified. Grants may also be rejected if programs must be continued with local resources after grant funds are exhausted.

EXPENDITURE POLICY

High priority is given to the expenditures that will reduce future operating costs, such as increased utilization of technology and equipment and proven business methods.

An appropriate balance will be maintained between budget dollars provided for direct public services and dollars provided to assure good management and legal compliance.

All department heads share in the responsibility of looking at and understanding the City's long-term financial viability, its general spending trends, its projected incomes, and educating themselves, division head, and employees on the necessary short and long-term balance between revenues and expenditures. Budget-to-Actual Variance reports are disbursed to department heads monthly to ensure the City doesn't exceed budgeted expenditures. Department heads are trained by the finance staff on how to read and monitor their department's budgets.

INVESTMENT POLICY

The City of Donna recognizes that effective cash management is good fiscal management. Investment earnings are a source of revenue for the City. Therefore, it is the City's policy to consider safety and risk of investment,

INVESTMENT POLICY (Continued)

allow for anticipated cash flow requirements, and invest all available funds in conformance with these legal and administrative guidelines, while seeking to optimize investment earnings.

Investments shall be made with the primary objectives of:

- Safety and preservation of principal
- Maintenance of liquidity
- Responsiveness to the public trust
- Diversification of investments
- Optimization of investment earnings

Investments updates are taken to City Council on a quarterly basis. The Investment Policy complies with Chapter 2256 (Public Funds Investment Act) of the Government Code. The policy is reviewed and updated annually before being presented to City Council.

PROCUREMENT POLICY

On July 16, 2019, the City adopted an updated procurement policy. The primary governing authority for the City of Donna's Purchasing Policy shall be the City's Charter in conjunction with Local Government Code Chapter 252, "Purchasing and Contracting Authority of Municipalities." All procurement activity shall be governed by the Purchasing Policy, in accordance with applicable state and local government codes. The Finance Department shall from time to time review the Purchasing Policy and the City's resolution shall record any changes made to the Policy. All department heads receive a copy of the procurement policy and are expected to comply with the policy.

DEBT POLICY

GENERAL OBLIGATION BONDS:

The existing debt obligation and individual issues are described in this section.

Existing debt levels reflect twenty years of remaining payments with additional debt capacity as the structure declines gradually after 2034. The final debt service payment will be in the year 2042.

The Debt Service rate portion (\$.094868) of the total tax rate (\$.788855) represents 12% is dedicated for existing debt levels.

The State of Texas statues do not prescribe a debt limit; however, by custom a practical economic debt limit of 5% of the assessed valuation is used.

The state of Texas limits the ad valorem tax rate to \$2.50 per \$100 valuation. Donna's adopted rate of .788855 is well below the state limit.

DEBT POLICY (Continued)

The City of Donna's Financial Policies address General Obligation Debt Management as follows:

- Long-term debt will not be used to finance recurring maintenance or other operating costs. The life of the bonds shall not exceed the useful life of the projects financed. The City will only issue long-term debt for capital projects that cannot be financed by current revenues.
- Full disclosure of operations will be made to the bond rating agencies. The City staff will assist the financial advisors and/or bond counsel in preparing the necessary materials for presentation to the bond rating agencies.
- The city will issue bonds with an average life of twenty (20) years or less in order to reduce interest cost and maintain future flexibility by paying off debt earlier.

BOND RATING:

The City's current bond rating as of the last issuance for the Limited Tax Refunding Bonds, Series 2019 issued on September 9, 2019 was rated as follows:

	<u>G.O. & REVENUE BONDS</u>
Standard and Poor's	AA

REVENUE BONDS:

The City's Revenue Bonds are comprised of Water and Wastewater in the Utility Fund and Bridge Tolls in the International Bridge Fund.

The existing debt structure will continue through year 2037, and then through year 2042 at a lower Debt Service amount thereafter.

Water & Wastewater System

Revenue Certificates are direct obligations of the City payable as to principle and interest from a combination of (i) a valorem levied annually, within the limits prescribed by law, against all taxable property in the City and (ii) a limited pledge of net revenues of the City's Waterworks and Sewer System, as provided in the Ordinance.

DEBT POLICY (Continued)

- International Bridge

Combination Tax & International Toll Bridge Revenue Refunding Bonds, Series 2016, are payable from the annual levy of ad valorem taxes and a subordinate and inferior lien and the pledge of Net Revenues derived from operations of the City's international bridge toll bridge system.

The City of Donna's Financial Policies also address revenue bond issued in debt management as follows:

- Long-term debt will not be used to finance recurring maintenance or other operating costs. The life of the bonds shall not exceed the useful life of the projects financed. The City will only issue long-term debt for capital projects that cannot be financed by current revenues.
- When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.
- The City has both revenue bonds and other indebtedness of the Utility Fund. The City strives to maintain at least 1.5 debt to revenue ratio coverage ratios although bond covenants require 1.25 for all indebtedness as a practical coverage.
- The City will issue bonds with an average life of twenty (20) years or less in order to reduce net interest cost and maintain future flexibility by paying off debt earlier.

FUND BALANCE POLICY

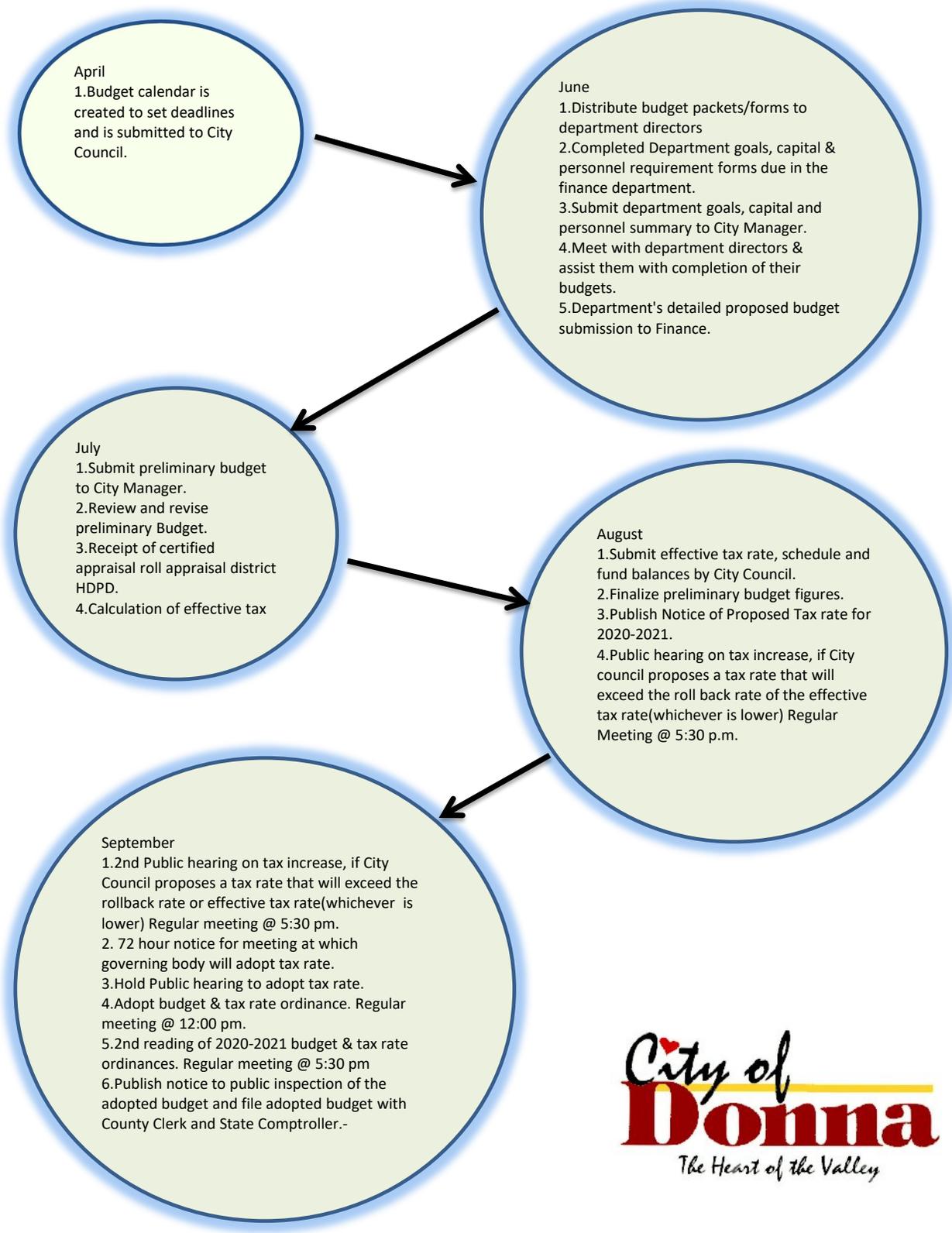
- The General Fund shall maintain a minimum fund balance of 90 days of operating expenses.

INDEPENDENT AUDIT

At the close of the fiscal year, the Council shall engage an independent certified public accounting firm to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented components units, each major fund, and the aggregate remaining fund information at September 30th. In addition, the firm will audit the City's compliance over major federal award programs. The firm will ensure the audit is conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards applicable to financial audits contained in Government Auditing Standards.



Budget Calendar FY 2020-2021



THE BUDGET PROCESS

The City Budget is a plan for utilizing the City's available funds during the fiscal year to accomplish the established goals and objectives. The budget process for developing, adopting, and implementing the budget includes the following:

April

A budget calendar is created to set deadlines and provide milestones to ensure the City remains on schedule.

Budget Calendar is submitted to City Council.

June

Budget packets are disbursed to department directors. A trended revenue and expenditure report is included to help illustrate the amount of funds spent on each budget line (current year) as well as to help plan for the upcoming budget year. Department Directors must access the next fiscal year's plan in terms of upcoming projects to be undertaken and must estimate the resources needed to complete task. Personnel costs are often the biggest challenge. Directors are asked to provide line-item detail budgets in the preliminary stage to help substantiate requests. The line-item detail provides a breadcrumb trail for future analysis related to reporting budget versus actual variances. The finance director along with the city manager is challenged to balance the wants and needs of each department director and the financial capabilities of the city. The ultimate goal is to keep the tax rate as low as possible and continue to provide high quality services to the residents of Donna.

July

The Director of Finance and the City Manager in close collaboration will evaluate every department's position in the current fiscal year (actuals vs budget) before setting the budget tentatively for the next fiscal year. Appropriations for each department are determined by the goals set forth by the City Manager. A draft of the budget is assembled in summary format. Towards in end of July, Hidalgo County Appraisal District releases assessed values. A calculation of the tax rate can now be undertaken.

August

The month of August is a busy time for our Finance department. Final changes to the proposed tax rate will drive the changes to the operating budget. The staff in Finance works diligently to complete the annual budget book.

September

The proposed tax rate and the operating budget are submitted to City Council for approval through ordinance. Towards the end of the month, once all requirements are completed, the adopted budget is posted to the city web-site and a copy of the budget is filed with our city secretary. The budget becomes effective October 1st.





September 30, 2020

Honorable Mayor and City Council
City of Donna
Donna, TX 78537

Re: 2020-2021 Budget

Dear Honorable Mayor and City Council:

It's an honor to present the operating budget for fiscal year beginning October 1, 2020 through September 30, 2021. As you will see in the combined revenue and expenditure and changes to fund balance schedule, the combined revenues and transfer in for the General, Water and Sewer, Int'l Bridge and debt service funds amount to \$21,449,641. The combined expenditures and transfers out for the above mention funds amount to \$21,481,752 which represents a decrease of \$3,449,514 or 13% change from FY 2019-2020 adopted budget, primary due to bond related capital expenditures which were completed during fiscal year 2019-2020. This budget document has been prepared in compliance with the state laws of Texas, Donna's City Charter, and the standards established by the Governmental Accounting Standards Board. Copies of this budget are available for public review at the City Secretary's office, Donna Public Library, the Hidalgo County Courthouse after October 1, 2020, as well as the City's web site, www.cityofdonna.org.

The Annual Budget is more than a projection of revenues and expenditures/expenses for the coming year; it is a financial plan of action which will provide services to the citizens of Donna that are realistic, feasible, and cost-effective. It not only addresses the existing level of services/necessities, which our citizens have come to expect and deserve, but also addresses adequate compensation to all our employees. In addition, the annual budget serves as a blueprint for the implementation of plans and programs intended to establish service delivery levels sufficient to meet the City's goals and objectives for the 2020-2021 fiscal year. Furthermore, the budget serves as a guide for our financial control and the implementation and improvements of policies and procedures mandated by the City Council.

The Fiscal Year 2020-2021 budget is formulated to provide the necessary funding to maintain acceptable levels of services in all areas. Each fund includes a summary presenting its purpose, both goals & objectives and performance indicators for prior, current, and the next fiscal years. The proposed budget remains basic to the provision of services determined by the City Council to be essential to the community. The following pages will describe our economic outlook, budget highlights, and detail information on specific revenues and funds.



307 South 12th Street Donna, Texas 78537
Phone Number: 956-464-3314 Fax: 956-464-9923





2020-2021 ECONOMIC OUTLOOK



The City of Donna is rapidly becoming one of the best places to live in South Texas. Located in the heart of the Rio Grande Valley, just minutes from the Mexican border. Donna has experienced strong economic growth and development, with the population steadily increasing to over 16,300 residents as estimated by the 2020 Census. The City offers low cost of living, an excellent education system, and warm weather year-round making it a great place to live, work, and play.

We understand how economic development improves quality of life for our residents, which is why helping businesses grow and prosper is a major focus of the City of Donna and the Donna Economic Development Corporation (DEDC). During the past year, the DEDC has provided a myriad of economic development incentives to foster the development of new business and to encourage qualified companies to expand to our ever growing city.



Economic Incentive Programs we manage include: Tax Increment Reinvestment Zones (TIRZ), 380 Agreements, Tax Abatements, Enterprise Zones, Revolving Loans and Public Private Partnerships. By offering these competitive incentives to companies who create jobs and drive innovation as they do business in our community, Donna takes the initiative to invest in the future.



Together, the City and DEDC have also purchased several tracts of land to increase our inventory portfolio for promising business looking to relocate. With these tools, we have engaged with multiple investors to increase economic and employment opportunities for our city.

Furthermore, we have made large investments in the City's infrastructure including drainage, roads, water, and sewer services. These efforts were made to update our antiquated utility system to

better compete with surrounding cities and to attract new businesses to our community. Below is a summary of our efforts over the last year.

CAPITAL PROJECTS

Governments are starving for capital to keep revenue growing during these unprecedented times. Economic developers must provide adaptive financial sourcing in response to the massive disruption of COVID-19. The City of Donna has used grant funds to help safeguard the fiscal wellbeing of our community through various financial assistance programs and new capital projects.

COVID-19 Response

Cities are currently being tested to the extreme with the coronavirus pandemic (COVID-19) and Donna is no exception. The City has developed several projects to deal with the situation. It includes the installation of a secured night drop box and drive thru-windows to allow people to drop off payments and do business at the water department and City Hall. The City has also been awarded several grants to purchase sanitizing equipment and personal protective equipment to sanitize heavy traffic areas, vehicles, and equipment.



COVID-19 Testing and Ventilators

Four clinics have partnered with the City of Donna to provide 5,000 COVID-19 tests for free to Donna residents as part of an ongoing effort to combat the disease which has ravaged the small Mid-Valley town. Among Hidalgo County's 22 municipalities, Donna is one of only seven cities to report

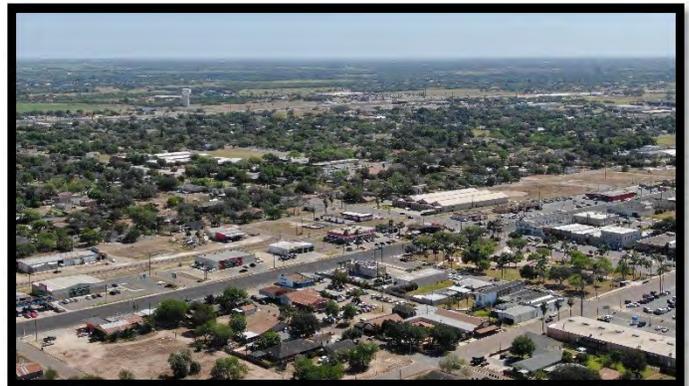


more than 1,000 positive cases. Donna also has the highest rate of infections per capita than any other City in the country. The testing data will be tracked daily, weekly, and monthly by block number, and zip code to identify the hotspots. The City has also purchased \$20,000 worth of ventilator equipment provided to doctors that will be issued out to people who must quarantine at home.

Small Business Assistance Program

In order to stimulate the economy, the City of Donna awarded a \$2,500 grant to 80 qualifying businesses.

Grant funds will provide financial assistance to businesses being affected by COVID-19, by being used towards inventory, rent/mortgage, utilities, marketing, or purchase of personal protective equipment.



Customer Utility Payment Assistance Program

Residents experiencing an emergency and hardship from COVID-19 are being offered Customer Utility Payment Assistance to avoid disconnections or shut off due to lack of payment. We received hundreds of applications and are working with residents to ensure they stay connected during this crisis.



Hurricane Hanna

The storm came ashore on Saturday, July 25, causing the city to deal with excessive flooding and the COVID-19 pandemic

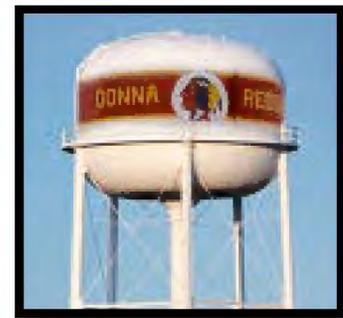


simultaneously. Hurricane Hanna, a category 4 hurricane, dropped over 12 inches of rain throughout the Valley leaving devastation in its path. The City of Donna worked with multiple entities to help residents respond to power outages, flooded streets, damaged buildings, and fallen trees.



City and Donna ISD Partnership for Wi-Fi Towers

The Donna Independent School District (DISD) and city have partnered to spending approximately \$3.7 million to bring wireless internet access to students across the district. The DISD Board unanimously approved the proposal brought forth by Superintendent Azaiez at a regular board meeting held Tuesday, July 21, 2020. The proposal calls for RUS Telecommunications Services to install 12 WiFi communication towers in areas where there is little or no internet service within DISD’s jurisdiction. Each communications tower will provide wireless internet within a one-mile radius. The City is allowing the district to utilize City owned properties for placement of towers, this includes City water towers.



Urban County Street and Park Improvements

The Hidalgo County Urban County Program awarded the City a \$257,604 grant (FY2020-2021) to help fund resurfacing of South 26th Street, Lissner Avenue, and South Avenue; development of Boys and Girls Club at the proposed Donna Sports Complex;



and to provide support to three local nonprofits. Funds are expected to be released in October 2020 and work will commence into early 2021.

Redskin Avenue Improvements

Several new developments are expected along Redskin Avenue leading to an increase in traffic. In order to reduce congestion, the City has partner with Donna ISD to make much needed road and drainage improvements in the amount of approximately \$200,000. The improvements are expected to be complete in early 2021.



Drainage Ditch Rehabilitation

The City has been working with the Hidalgo County Drainage District #1 to clean out and upgrade our current drainage system in order to create additional capacity for future rain fall. Over the past year, City crews have upgraded drainage pipes on the corner of Stites and South River Road. These improvements will save millions of dollars by protecting people and property from future rain damage.



Brush Air Curtain Incinerator

In an effort to help clean up the City, Donna has purchased a brush incinerator used to burn clean wood and debris. The incinerator is a box with heat resistant walls that projects a stream of air over the burning area. The stream of air provides a “curtain” that



keeps particulate matter inside of the box and also works to stoke the fire. It can burn 9-10 tons of brush in one hour. The City is allowing residents to drop off their clean wood or brush at no cost.

BUSINESS IS BOOMING IN THE HEART OF THE VALLEY

Despite the COVID-19 crisis, many businesses have moved forward with opening their doors. Leading to store fronts popping up along major corridors like the Expressway, Salinas Blvd, and Business 83. The business environment has been fueled by population growth and the high demand for local services. Additionally the availability of vacant commercial lands across the City makes the City a great place to start or grow business. Below is a summary of recently opened businesses.

Auto Zone

For more than 39 years, Auto Zone has been committed to providing the best parts, prices and customer service in the automotive aftermarket industry. Donna welcomes its second location in the “Heart of the Valley” at 3990 N FM 493. Providing services to residents living in the northern portion of the City Auto Zone opened in August 2020 creating 5 new jobs.



Kentucky Fried Chicken (KFC)

KFC the second largest food chain in the world is welcoming its first location to Donna on the corner of



Salinas and North Avenue, right behind Whataburger. The property has completed platting, design, and engineering and is expected to start construction in early 2021.

LKQ

With over 80 salvage yards across the nation, LKQ is one of the largest auto reclamation centers in the world. In May 2019 its newest development broke ground on its 120 acre tract of land located along South FM 493 and Vetress Road.



The \$11 million investment will consist of a 58,000 square foot warehouse, 5,000 square foot office building, and 67 acres of permeable pavement for organized auto part storage. The business expects to create 38 full time jobs and generate approximately \$40,000 in sales tax per year. The project is expected to be completed at the end of 2020.



SHOPS AT 493

The City has worked diligently to continue the development of a retail center at the intersection of Interstate 2 and FM 493 named “The Shops at 493”. In early 2017, the EDC purchased 25 acres of raw agricultural land in the amount of \$7 million. The EDC also executed a contract with Terracor to sell the 22 acres for \$7.8 million.

The Shops at 493 will be a \$53 million dollar private development with projected annual sales of \$40 million. The development is estimated to generate approximately \$800,000 in new sales tax revenues.

In order to prepare for incoming businesses the City has done extensive infrastructure improvements on the property. Including the instillation of a water loop and sewer line, located along the expressway going east to west from Salinas Blvd to Hutto road, and has a current price tag of \$5 million. The project has sparked tremendous job growth as construction companies must hire large crews to complete this grand endeavor.

LOT 1 -In early 2017, the first pad site (Lot 1) was sold to Circle K in the amount of \$1,083,578. Circle K completed construction of its 3,000 square foot travel center in November 2017. The travel center is expected to generate approximately \$3.5 million in sales per year.



LOT 2 -In April 2018, the



second pad site (Lot 2) was sold to Shops at 493-Lot 2 Ltd. for \$737,906.40 and developed into four (4) suites totaling 11,150 square feet and valued at \$1.5 million. Three of the suites have been leased out for the development of a Rodeo Dental, King Nails, and Wing Stop creating over 35

new jobs.



Lot 11 & Detention Pond -In 2017, the City purchased the elevated storage tank and detention site from the EDC for \$566,280. The

water tank will hold over 1 million gallons and increase water pressure for residents throughout the City. The detention area will collect excessive water runoff from proposed businesses at the Shops. The tank began operation in July 2019.

Lot 9 & 10 - In 2020, the City was able to close on a purchase and sales agreement for the development of Lot 9 & 10 at the Shops 493. The buyer is currently working on engineering for the construction of multiple retail stores in 2021, they include DD's Discounts, Ross, and Burlington.

The COVID-19 pandemic has spread with alarming speed, infecting hundreds, and bringing economic activity to a near-standstill as we impose tight restrictions on movement to halt the spread of the virus. Despite these circumstances the City of Donna continues to provide adaptive financial sourcing in response to the massive disruption in the form of grants and utility assistance.



Donna-Rio Bravo International Bridge South Bound Empties and Commercial Traffic

The City of Donna originally obtained the Presidential Permits for International Crossing in 1979 thus allowing for the crossing of privately owned vehicles and pedestrians.

In 2018, the city received federal approval to allow the crossing of



south bound empties thus preparing the city for an influx of traffic to be expected with commercial traffic.

The City of Donna was able to secure approval from the GSA to commence construction of the south and north bound commercial inspection facilities. Construction was largely funded by a \$26 million dollar grant funding by TXDOT and CBP, \$12 million of which has been set aside for a state of the art non-intrusive inspection (NII) technology which will expedite commercial crossings at a rate of 100 commercial trucks per hour, saving both time and costs for commercial carriers.

The crossing of commercial vehicles will have a major impact in the toll



revenues generated by the City of Donna International Bridge. It is estimated that the Bridge will generate an additional \$1 million dollars in commercial tolls in 2021 and increasing up to \$4 million by 2023.

The increase in passenger vehicle traffic at the Donna-Rio Bravo International Bridge has been the catalyst to the increase sales tax revenue collected the last four years. The crossing of commercial vehicles at the Donna-Rio Bravo International Bridge next year will bring new opportunities for the City and will allow the Corporation to recruit manufacturing, warehousing, and logistic industries. The recent success of recruiting new businesses has allowed the City to reduce property taxes by \$.47 cents in three years, from a previous \$1.26, to .79 cents. This is the lowest property tax rate for the City in over 25 years.



The economic condition in Donna has improved and expected to continue in the New Year with the commercialization of the bridge and new commercial projects developing along main corridors in our City. By highlighting our major achievements and assets, such as improved infrastructure and gateway to global trade via our International Bridge, we continue to recruit major employers to our City. Together, the City and DEDC are dedicated to increasing our economic base in order to improve the quality of life for our citizens and business community. Estimated date for completion of South Bound construction is October 2020.

BUDGET HIGHLIGHTS

General Fund

- Property tax rate remains the same as FY 2019-20 at \$.788855
- Assessed Valuation increased to \$708,843,203 up six percent over prior year.
- 2.5 % increase in employees' health insurance rates.
- Dental Insurance provided to all full-time employees.
- TxDot grant budgeted at \$389,953 for improvements to city sidewalks.
- Second year funding for 1 Crime Victim Liaison position in the Police Department.
- Flat forecasts in Sales Tax Collections for fiscal year 2020-21.
- Personnel staffing levels were maintained at 137 Full-time employees (FTE's).
Note: Additional police officer (grant-funded)
- The Library Director position was not budgeted in Fiscal Year 2020-21.
- No Capital Outlay budgeted
- Due to Covid-19, No summer programs budgeted
- Grants expenditures budgeted at \$1,184,682.00, or 139% increase from prior fiscal year

Special Revenue Funds

- Hotel Occupancy Tax Revenues projected at \$110,198.
- Funding for promotion of City at \$18,500, Donna Hooks Historical Museum sponsorship at \$35,000 and American Legion sponsorship at \$7,500 related to the Hotel Occupancy Tax Fund.
- A transfer to Debt Service fund \$63,415 from the Fire Fee Fund.

Debt Service Funds

- Interest and Sinking tax rate were set at \$.150401 by a combination of
- 1) \$126,830 Transfer-In from EDC
- 2) \$126,830 Transfer-In from DEDC
- 3) \$63,415 Transfer-In from the Fire Fee
- 4) Transfer Out of \$800,000 to the International Bridge

Enterprise Funds

- Passenger Toll rate expected to stay at \$4.00 per passenger crossing during fiscal year 2020-21
- Bridge passenger toll revenues are projected at \$1,483,501 or approximately 370,875 passenger crossings. Bridge travel restrictions due to Covid-19.
- The International bridge staff will manage the Park & Ride facility.
- Water & Waste Water estimated revenues projected at \$5,221,768, servicing over 5,000 residential and commercial customers.
- No increases in the city's water, sewer and refuse disposal rates.
- Commercial traffic revenues in the later part of the fiscal year.

**CITY OF DONNA
STRATEGIC BUSINESS PLAN**

GOAL 1. Promote an unsurpassed quality of life in Donna

Goal #1 relates to creating a top quality city in which to live. "Quality of Life" continue to play a decisive role in which people choose to live, as evidence of explosive growth in cities worldwide.

Num.	Objective	Dept. / Agency	Time- line	Total Project Cost	Estimate 2019-2020	Budget 2010-2021	Status/Rational
Strategy 1.1 Expand Venues for family gatherings & recreation							
1.1.1	Donna Park Restroom repairs	City Mgr.	Ongoing	386,880	0	0	Upgrade to improve an aging facility
1.1.2	Public Library Upgrades (elevator, ADA compliance)	Library	Ongoing	150,000	0	0	Upgrade to improve an aging facility
1.1.3	Continual General Park Upgrades and replacement	City Mgr.	Ongoing	400,000	0	0	Upgrade to improve an aging facility
1.1.4	Altas Palmas Park Extension (FEMA Dome)	City Mgr.	Ongoing	750,000	0	0	Apply for grant to fund FEME dome construction; partner with County for expansion of Park
1.1.5	New Sidewalk Construction to increase connectivity (TXDOT Grant)	Streets	2020-2021	500,000	0	350,725	TXDOT Grant \$340,741.00
Strategy 1.2: Promote a Strong Arts and Culture Community							
1.2.1	Attract Promotion of Live and Family Friendly Holiday Events (Halloween, X- Mas, Chisolm Trail, Viva Donna Etc.)	City Mgr.	Annual	Goal: Self Supported	0	0	Continually Improve event and increase sponsorship and donation to fully offset cost
1.2.2	Promotion of Donna Fletcher Museum	City Mgr.	Annual	Goal: Self Supported	0	0	In Fiscal Year 20-21, the museum became city property via donation.
Strategy 1.3: Maintain visual attractiveness of key corridors and venues							
1.3.1	Design and erect new monument signs/landscaping are at key entry points	City Mgr.	Ongoing	600,000	0	0	Work with TXDOT on funding
1.3.2	Demolition Wipeout Continue to remove abandoned building	City Mgr.	Ongoing	Program	Program	Program	Identify additional buildings in key corridors for removal
Strategy 1.4: Regional Leader in sustainability							
1.4.1	Develop a plan to take over Brush services of the city	Public Works & Code Enforcement	Target Date 10-1-2021	\$ 500,000.00	Program	Proceeds of Finance Plan under-way	Improve brush remove more efficiently and less costly
1.4.2	Establish quarterly community trash cleanups	Public Works & Code Enforcement	Ongoing	Program	Program	Program	Partner with non profits to hold events.

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Num.	Objective	Dept. / Agency	Time- line	Total Project Cost	Estimate 2018-2019	Budget 2019-2020	Status/Rational
Strategy 1.5: Promote Improved health of Donna Citizens							
1.5.1	Continue improvement and connectivity of sidewalk	Planning	Ongoing	Program	Program	Program	Continuing efforts and investments in these assets to increase property value, access to areas, and exercises options
1.5.2	Develop new walking trail system in parks	Planning	Ongoing	Program	Program	Program	Continuing efforts and investments in these assets to increase property value, access to areas, and exercises options
1.5.3	Improve municipal pool	Public Works	Ongoing	Program	Program	Program	Budget for overlapping of pool.
1.5.4	Promote more mobile clinics	Planning	Ongoing	Program	Program	Program	Waive park rental fee for events
1.5.5	Grow number of running/walking event in conjunction with Donna ISD	Planning	Ongoing	Program	Program	Program	Waive park rental fee for events

GOAL 2. Strengthen Donna's dominance as the retail destination of the region

Goal #2 relates to the City of Donna's General Fund & the health of local state tax generators (local business).

Strategy 2.1: Establish Donna bond with shoppers from South Texas and North Mexico

2.1.1	Continue efforts to increase south bound empties bridge crossing; secure grant funds	Bridge	Ongoing	\$ 5,000,000.00		Project South-Bound complete	Work with bi-national political leader and TX Dot funding
2.1.2	Continue efforts to establish north bound commercial traffic; secure grant funds	Bridge	Ongoing	\$ 45,000,000.00		Funding via PP3 being sought	TXDOT Grant \$26 million, additional funding being sought
2.1.3	Complete South FM 493 expansion in conjunction with TXDOT	Public Works	2017-2022	TXDOT	TXDOT	Currently under construction	Will change dynamics of the area for better ingress/egress to key future retail and manufacturing sites
2.1.4	Continue efforts to target entertainment options	Donna EDC	Ongoing	Program	Program	Program	

Strategy 2.2: Bring Key "Destination" retail to the City.

2.2.1	Development of Shops 493	Donna EDC	2021-22	12,000,000	Program	380 Agreement in the works	To provide new retail and entertainment options
2.2.2	Leverage city incentives to recruits top retailers	Donna EDC	Ongoing	Program	Program	Program	Matching grant programs, 380 agreements, etc.

**CITY OF DONNA
STRATEGIC BUSINESS PLAN**

GOAL 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality of city services long term

Goal #3 is about diversification of not only the local economy, but the city's revenue as well. By increasing jobs and wages related to education and medical, city can become less dependent on sales tax and more property tax orient.

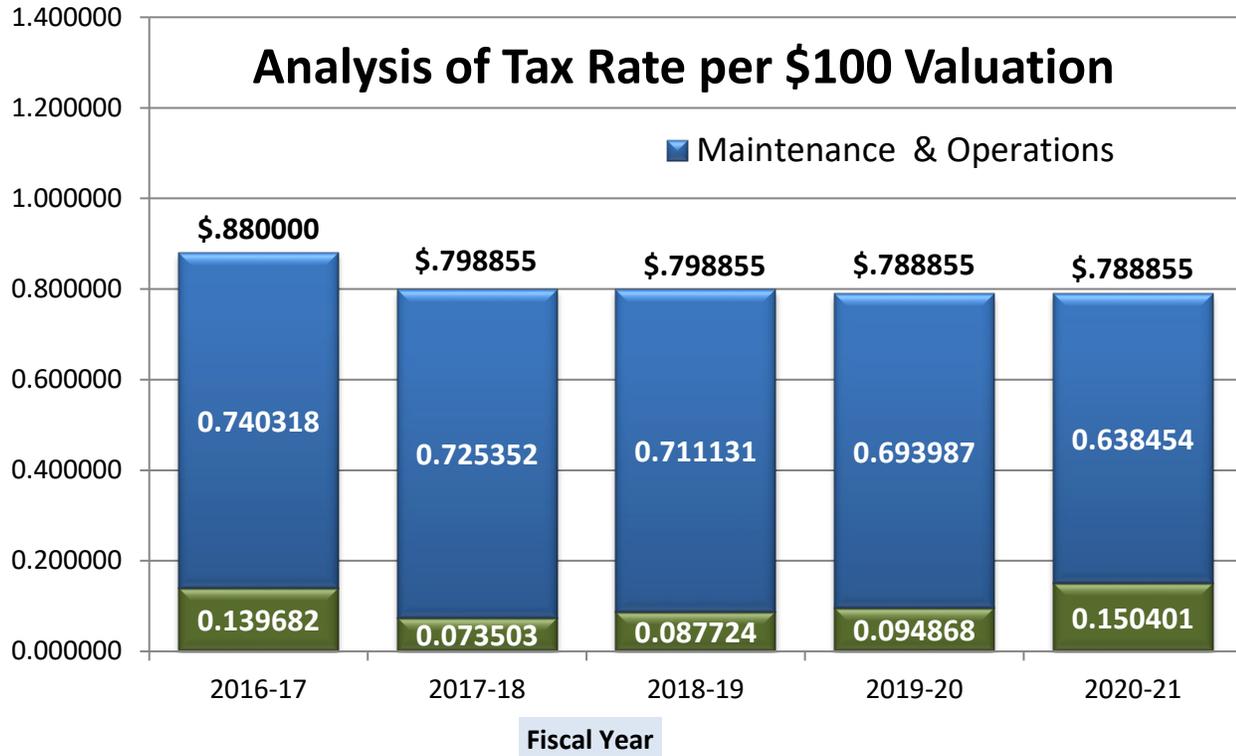
Num.	Objective	Dept. / Agency	Time- line	Total Project Cost	Estimate 2018-2019	Budget 2019-2020	Status/Rational
Strategy 3.1 Strategically bring new industry to the region							
3.1.1	Continue support of Donna Economic Development Corporation	EDC	Ongoing	Program	Program	Program	Focus on industry recruitment, international manufacturing, job training, and business expansion
3.1.2	Continue effort to bring bridge commercial traffic; secure grant to facilitate truck traffic	Bridge	Ongoing	Program	Program	Program	Work to enhance and expand commercial business and international trade
3.1.3	Attract manufacturing company's near bridge	EDC/ Bridge	Ongoing	Program	Program	Program	EDC Programs, lobbying
Strategy 3.2 Promote the development an long term revitalization of the city's strategic core							
3.2.1	Colonia Lighting	Public Works	Ongoing	\$ 10,000	\$ -	\$ -	Improve lighting to increase safety
3.2.2	Complete Construction of new fire dept. expansion	Fire	2017-2019	\$ 604,100		Complete	Used Urban County Funds - Complete
3.2.3	Hurricane Dolly Water Plant Improvements	Utilities	2017-2020	\$ 650,000		Complete	Use FEMA Grant
3.2.4	Lift Station Upgrades	Utilities	Ongoing	Program	Program	Program	Upgrade services station with influx of sewage from new developments
Strategy 3.3 Adopt policies and programs which encourage public-private-sector, growth and prosperity and good governance							
3.3.1	Review ordinances and identify code/ordinance items which can be improved to improve ease of compliance and update international building code	Planning	Ongoing	Program	Program	Program	Already adopted several changes to ordinance
3.3.2	Continue EDC efforts to assisted those wishing to form new business (revolving loan fund)	Donna EDC	Ongoing	Program	Program	Program	Ongoing program to reach out to prospective business
3.3.3	Stormwater Public Education & Outreach	Planning	Ongoing	Program	Program	Program	Educate the public about stormwater infrastructure and ensure storm sewers are kept free of debris and pollutants

Strategy 3.3 Adopt policies and programs which encourage public-private-sector, growth and prosperity and good governance

3.3.4	Launch online payment for utilities	Utilities/ IT	Ongoing	Program	Program	Complete	Reduce need for face to face customer services and long wait lines.
3.3.5	Accept credit/debit cards payment in all departments	Information Technology	Ongoing	Program	Program	Program	Reduce need for face to face customer services and long wait lines.
3.3.6	Hold Employee health fair to encourage increased health screening and health awareness levels	Human Resources	Ongoing	Program	Program	Program	Reduce long term employee related health costs
3.3.7	Use social media to improve marketing and promotion of city event and capital projects	Human Resources	Ongoing	Program	Program	Program	Social media to promote programs, events, functions, and department accomplishments

GENERAL FUND

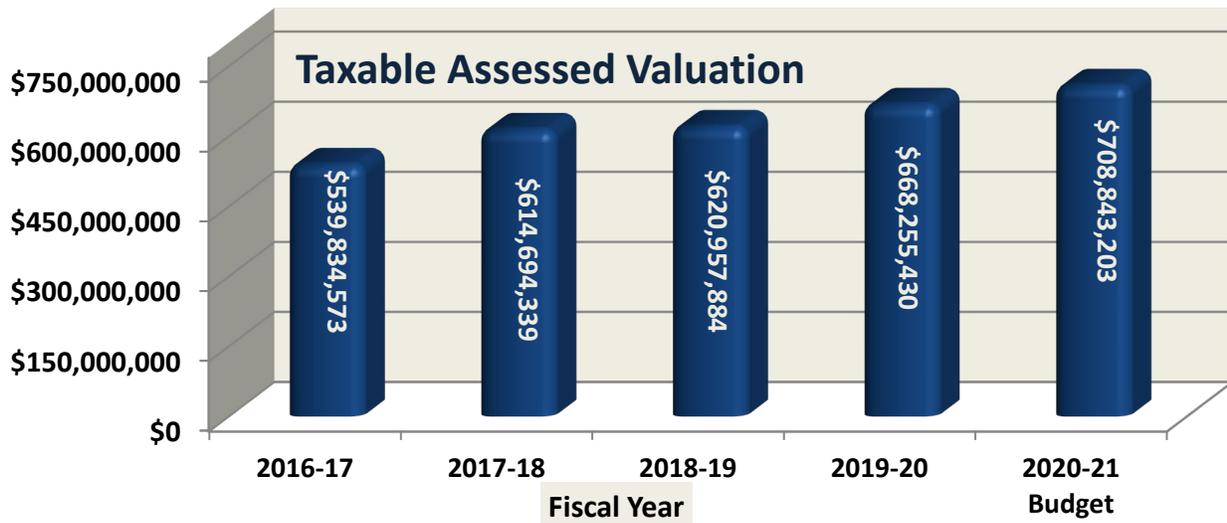
The 2020-2021 Proposed Budget was prepared on an ad valorem property tax rate of \$.788855 per \$100 of assessed taxable value. The assessed taxable value is up \$40,587,773 or 6 % from prior year. The assessed taxable value has increased in the last eight (8) consecutive years. Our appraisal and tax valuations are computed by the Hidalgo County Appraisal District. The City's no new revenue tax rate is \$.745419.



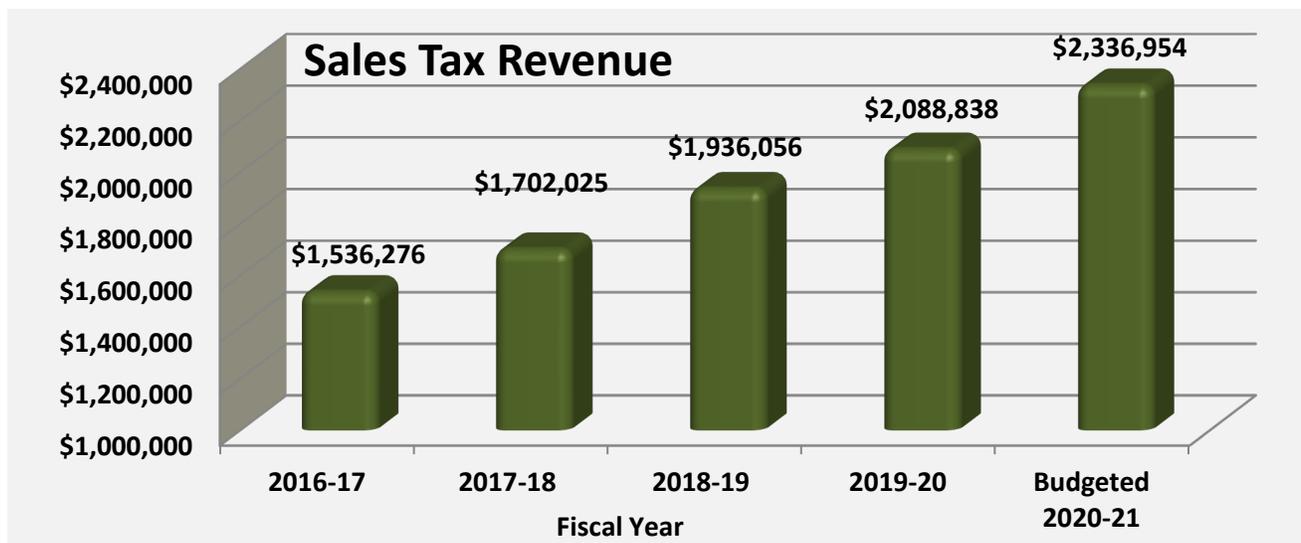
Property Tax Rate

The tax rate for fiscal year 2020-2021 remain the same as prior year at .788855. The projected General Fund revenues for Fiscal Year 2020-2021 are \$11,668,662 or 10% above actual revenues for 2018-2019, which is mainly due to an increase in sales tax collections, an increase in charges for services, and grants.

The projected General Fund revenues for Fiscal Year 2020-2021 are \$11,668,662 The largest revenue sources in the General Fund consist of taxes from property, sales, and franchise taxes. These three taxes comprise 67% of the General Fund revenues. The assessed taxable valuation has increased an average of \$41,780,061 over the last five years. Assessed valuations for Tax Levy Year 2020 increased by \$40,587,773 or 6% above prior year, mainly due to an increase in commercial property valuations.



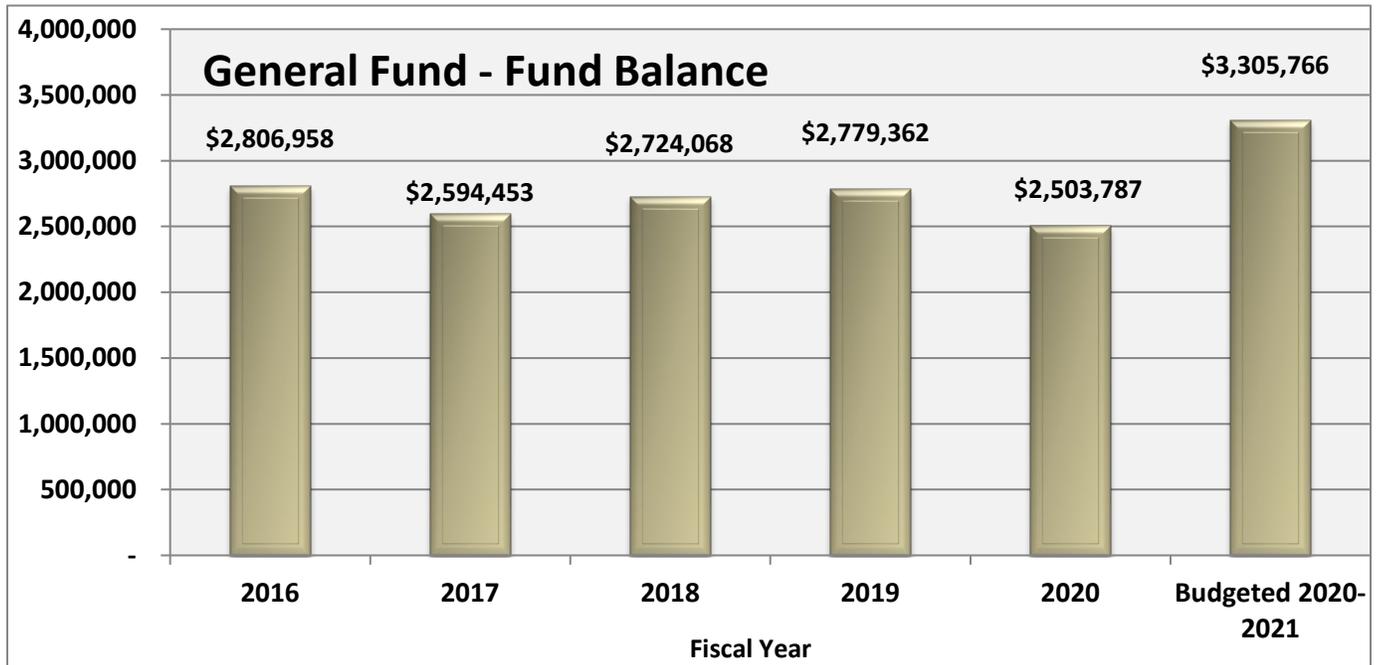
Property taxes continue to be our greatest revenue source immediately followed by Sales Tax. Sales tax revenues are projected at \$2,236,954 for 2020-21. The Sales Tax Revenue is projected to increase by 5 % from current year. The projection is conservative due to the Covid-19 Pandemic. The contributions of Walmart’s sales taxes to the city have helped boost our General Fund revenues since opening its doors in 2015-2016. The sales tax impact from Walmart was a factor in lowering the property tax rate. Donna EDC purchased 25 acres along Interstate 2 and FM 493 for the development of a retail center. Since the purchase of the 25 acres, two (4) lots have been officially sold.



Franchise Taxes are the City’s third largest revenue source. Franchise Taxes are based on a percentage of utility company revenues and are projected at \$102,806 for fiscal year 2020-2021.

The total proposed expenditures for 2020-2021 related to the General Fund are categorized as follows: Personnel Services \$6,572,760; Supplies and Materials \$399,472; Property and Infrastructure \$164,078;

Maintenance & Repairs \$344,489; Other Services and Charges \$3,183,903; Capital Outlay \$493,203; and Debt Service at \$352,757 and Transfers out at \$158,000.



The General Fund Balance is projected to be \$3,305,766 or approximately 28% of operating expenditures. In 2015-2016, the City officially adopted a reserve policy equivalent to no less than 25% of budgeted expenditures. The excesses fund balance above the 25% will be kept in reserves or could be subject to capital projects determined by City Council.

HOTEL OCCUPANCY FUND

The City of Donna has been imposing a tax on room rates on hotels/motels located within the boundaries of the City. Funds are utilized specifically for promotion of tourism and preservation of historical objects that attract residents and visitors to the City. Anticipated hotel tax revenues for 2020-2021 are \$110,197 a very conservative amount due to the Covid-19 Pandemic. Contribution to the first United States American Legion Post #1920 is \$7,500, to the Donna Hooks Historical Museum is \$35,000.00 and \$18,500.00 for advertising and promotions. The city budgeted \$32,093.00 for salaries of the Visitor Information Center.

DEBT SERVICE FUND

The Debt Service Fund accounts for resources accumulated and payments made for the principle and interest on long-term tax supported general obligation debt. The Debt Service requirements for outstanding General Obligation Bonds for Fiscal Year 2020-2021 will amount to \$704,480. The Debt Service Fund will be funded by an ad valorem property tax rate of \$.150401/100 of assessed value and Transfers-In from the Economic

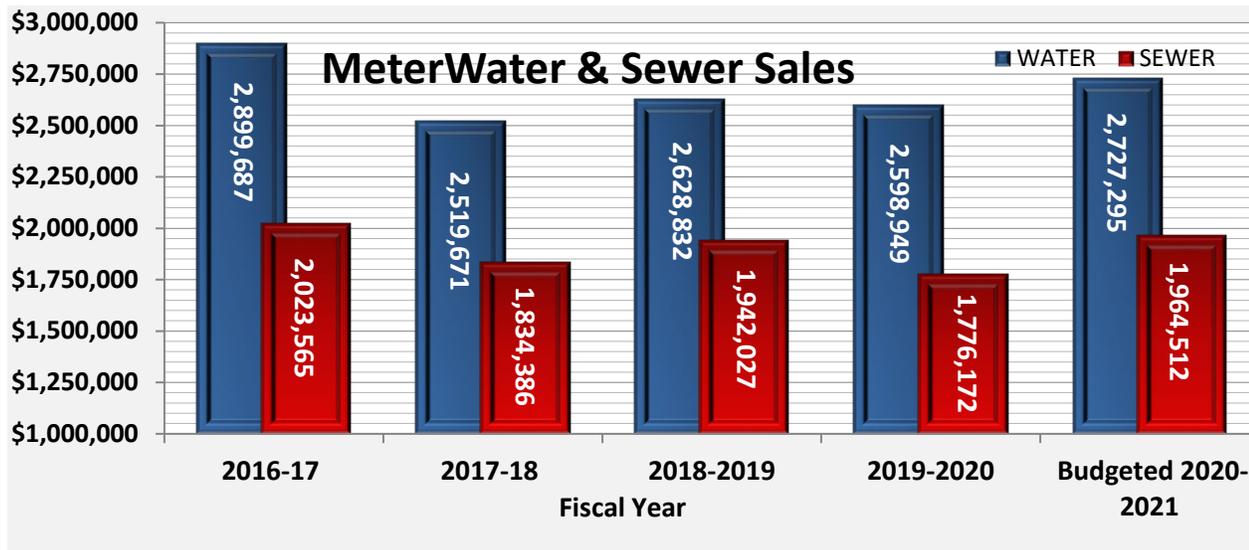
Development Corporation of Donna (4A), the Development Corporation of Donna(4B)and the Fire Fee fund in the amounts of \$126,830, \$126,830 and \$63,415 respectively. A Transfers Out of \$800,000 was budgeted to the Bridge for debt service.

The current property tax collection revenue is calculated at 95% of the total current tax levy. Delinquent property tax collections are projected at \$80,465.00. The city budget for the delinquent taxes is based on prior year’s history and current trends. The City of Donna adopted a formal debt policy to include debt limits the latter part of September 2017.

UTILITY FUND

The total projected Utility Fund revenues for Fiscal Year 2019-20 are \$5,221,768. Water and Sanitary Sewer operating expenses are estimated at \$5,221,768. Projected expenditures include \$1,675,344 for Debt Service and \$1,264,141 in Other Services & Charges.

The Water and Sanitary system was contracted and operated by a third-party utility company dating back to 2000. In October 2014 the City took over operations of the City’s water and sanitary system. Fiscal year 2020-21 marks a five-year period that the city officially took over operations of its water and sanitary system.



BRIDGE FUND

The Bridge Fund collects tolls from passenger traffic at the Donna-Rio Bravo International Bridge. Projected revenues from passenger traffic are \$1,514,935. Projected passenger crossings are 370,875 (1,016 vehicles per day). The bridge had seen traffic increase by double digits over the past two fiscal years, but due to

the Covid-19 Pandemic and the restrictions on border crossing, travelers crossing the bridge decreased by 178,451 for fiscal year 2019-20.

The Donna-Rio Bravo International Bridge will soon prove to be a very wise investment. This coming fiscal year, facilities will be built to allow for South bound empty commercial vehicles to cross into Mexico thereby increasing toll revenues for the City of Donna. The construction for this project officially started September 2019 and is expected to be complete by September 2020. The Texas Department of Transportation is also investing \$13.6 million on the FM 493, the road leading to the bridge. This road expansion of 8 miles will allow for a more efficient, convenient and safe route for intercity as well as international travelers. On the Mexico side, road infrastructure leading to our land Port of Entry has also been completed named Libramiento II Sur which will attract travelers from Mexican states of Tamaulipas, Nuevo Leon, and Coahuila.

U.S. Customs and Border Protection on April 18, 2017 accepted the Donna Project into the Donation Acceptance Program (DAP) which allows for the planning and building of the fully loaded Northbound Commercial Truck facilities. The project will be on fast track because it has also been accepted to become a Model Port for non-intrusive inspection, (NII). We are excited to be the Pilot Project for this state-of-the-art technology which will process a commercial truck within 6 minutes from entry to exit due to the 100% x-ray technology.

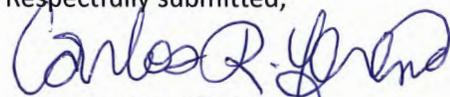
The City of Donna has already begun to receive interest from investors that conduct business with Mexico. Companies that are involved include logistics, transportation and even fueling stations for commercial vehicles which have purchased property within Donna city limits. All these investments will increase ad valorem and sales taxes along with employment opportunities for citizens in Donna. The future is continuing to look very bright and favorable for the City of Donna.

SUMMARY

The Budget process and preparation of the 2020-2021-budget has taken numerous hours and challenges in order to meet the current and future financial constraints of the city. As part of one of the fastest growing MSA's in the country, the Donna economic sector continues to grow. As there is growth, the demands for services and their related costs also continue to grow. Staff will continue to work together to maximize operational efficiencies and meet the desired objectives. Through guidance and instruction from the City Council and on-going master planning efforts, we envision that the 2020-21 Budget will meet the City Council's goals for service to the citizens of Donna.

The staff and I look forward to continuing to work alongside the City Council and the community to meet the challenges of the 2020-2021 Fiscal Year. In closing, I would like to express my appreciation to the Finance Department for their numerous hours spent assembling the budget / policy document.

Respectfully submitted,



Carlos Yerena, City Manager

MAJOR GOALS FOR FISCAL YEAR 2020-2021

- Complete construction (October 2020) of the South-Bound Donna Rio Bravo Land Port of Entry. Construction commenced September 2019. This commercial land-port will allow for 100 commercial trucks per hour, saving both time and costs for commercial carriers.
- Obtain the financing for the North-Bound fully loaded Commercial Inspection Facility
- Complete the engineering design of the \$45,000,000 North-Bound Federal Inspection Facility.
- Started the engineering design of the newly proposed Police Station.
- The construction of a 70,000 square foot auto-parts remanufacture warehouse facility.
- Sell the vacant lots at the Shoppes at 493 along Interstate 2. Close on a sale of two (2) lots which are projected to bring in 5 large retail stores.
- Increase public safety by providing the Police Department the necessary equipment and technology to monitor and fight crime in our community.
- Apply and obtain grants for improvements to city parks, the fire department, the police department, and other areas of the city.
- Provide residents with City sponsored events; Chisholm Trail Event, Halloween Night Festival and National Night Out Festival.
- Improve drainage system to eliminate drainage issues within the City.
- Promote the Donna Industrial Park to attract business to the Industrial Park.
- Continue to promote the International Bridge through advertising in local and international markets.



City of Donna's Location in Relation to the State of Texas



The City of Donna lies in the southern region of the state in an area referred to as “The Rio Grande Valley”. The City of Donna was incorporated in 1913, and its Charter was adopted on February 7, 1957. Its form of Government is Home Rule i.e., Mayor/City Council-City Manager. Currently the population of Donna is estimated at 16,600.



PROJECTED FUND BALANCES

**COMBINED SUMMARY OF REVENUES AND EXPENDITURES/EXPENSES
AND CHANGES IN FUND BALANCES
FISCAL YEAR 2020-2021**

	GENERAL FUND	SPECIAL REVENUE		
	GENERAL FUND	HOTEL/MOTEL TAX FUND	FIRE EQUIP SERVICE FEE	TEXAS CONFISCATED
ESTIMATED FUND BALANCE/NET POSITION 9/30/2020	3,305,766	197,121	25,234	(4,266)
<u>REVENUES 2020-21</u>				
PROPERTY TAXES	4,704,973			
OTHER TAXES	3,147,056	109,897		
LICENSES & PERMITS	147,416			
INTERGOVERNMENTAL	1,184,682			
CHARGES FOR CURRENT SERVICE	2,184,399	0	78,880	
RENTALS	67,141			
FINES & FORFEITURES	163,547			8,000
MISCELLANEOUS	69,448	300	400	0
TOTAL REVENUES	11,668,662	110,197	79,280	8,000
<u>OTHER FINANCING SOURCES</u>				
OTHER FINANCING SOURCES	0			
TRANSFERS IN	0	0	0	0
TOTAL OTHER SOURCES	0	0	0	0
TOTAL REVENUES	11,668,662	110,197	79,280	8,000
<u>EXPENDITURE/EXPENSES 2020-21</u>				
PERSONNEL SERVICES	6,572,760	32,093		
SUPPLIES & MATERIALS	399,472		10,000	5,000
PROPERTY AND INFRASTRUCTURE	164,078			
EQUIPMENT RENTAL & REPAIRS	344,489			
OTHER SERVICE & CHARGES	3,183,903	73,508		1,500
CAPITAL OUTLAY	493,203		0	1,500
DEBT SERVICE	352,757			
EXPENDITURE/EXPENSES	11,510,662	105,601	10,000	8,000
<u>OTHER FINANCING USES</u>				
TRANSFERS OUT	158,000	0	63,415	0
TOTAL OTHER FINANCE USES	158,000	0	63,415	0
TOTAL EXPENDITURES/EXPENSES	11,668,662	105,601	73,415	8,000
REVENUES OVER/(UNDER) EXPENDITURES	0	4,596	5,865	0
ESTIMATED FUND BALANCE/NET POSITION 9/30/2021	3,305,766	201,717	31,099	(4,266)

DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE FUNDS		TOTAL GOVERNMENTAL & ENTERPRISE
DEBT SERVICE FUND	CAPITAL PROJECTS FUND	UTILITY FUND	INT'L BRIDGE FUND	
2,371,359	0	15,470,689	(11,584,644)	9,781,258
1,143,437				5,848,410
0	0			3,256,953
	0			147,416
		5,051,418	2,060,084	9,374,781
		10,575	27,000	104,716
				171,547
1,396		1,775	12,742	86,061
<u>1,144,833</u>	<u>0</u>	<u>5,063,768</u>	<u>2,099,826</u>	<u>20,174,566</u>
	45,000,000		0	45,000,000
317,075		158,000	800,000	1,275,075
<u>317,075</u>	<u>45,000,000</u>	<u>158,000</u>	<u>800,000</u>	<u>46,275,075</u>
<u>1,461,908</u>	<u>45,000,000</u>	<u>5,221,768</u>	<u>2,899,826</u>	<u>66,449,641</u>
		1,264,141	703,388	8,572,382
		625,687	14,535	1,054,694
		236,000	26,800	426,878
		77,530	35,804	457,823
0		1,343,066	314,019	4,915,996
	45,000,000	0	0	45,494,703
704,480	0	1,675,344	1,805,280	4,537,861
<u>704,480</u>	<u>45,000,000</u>	<u>5,221,768</u>	<u>2,899,826</u>	<u>65,460,337</u>
800,000	0	0	0	1,021,415
<u>800,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,021,415</u>
<u>1,504,480</u>	<u>45,000,000</u>	<u>5,221,768</u>	<u>2,899,826</u>	<u>66,481,752</u>
(42,572)	0	0	0	(32,111)
<u><u>2,328,787</u></u>	<u><u>0</u></u>	<u><u>15,470,689</u></u>	<u><u>(11,584,644)</u></u>	<u><u>9,749,147</u></u>

Combined Summary of Revenues Fiscal Years 2019-2021

Summary of Revenue Sources:	Prior Yr Actuals FY 18-19	Ameded Budget FY 19-20	Estimated Rev. / Exp. FY 19-20	City Council Approved FY 20-21
Taxes	8,312,187	8,616,022	8,616,022	9,105,363
Licenses & Permits	162,494	147,070	147,070	147,416
Intergovernmental	528,738	5,164,757	5,164,757	1,184,682
Charges for Current Services	9,514,318	9,673,995	9,673,995	9,374,781
Rentals	84,998	105,372	105,372	104,716
Fines & Forfeitures	173,082	247,802	247,802	171,547
Miscellaneous	151,216	90,651	90,651	86,061
Other Financing Sources	539,340	0	0	45,000,000
Transfers In	476,495	682,708	682,708	1,275,075
Total:	\$ 19,942,868	\$ 24,728,377	\$ 24,728,377	\$ 66,449,641

Combined Summary of Revenues Total Revenues \$ 66,449,641

■ Taxes \$9,105,363

■ Licenses & Permits \$147,416

■ Intergovernmental \$1,184,682

■ Charges for Current Services \$9,374,781

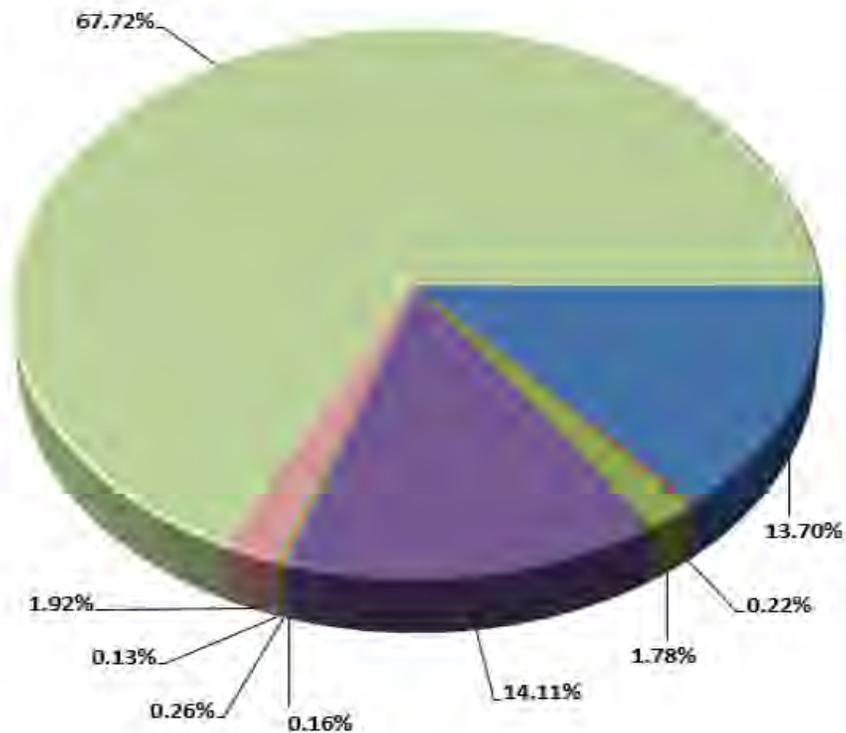
■ Rentals \$104,716

■ Fines & Forfeitures \$171,547

■ Miscellaneous \$86,061

■ Transfers In \$1,275,075

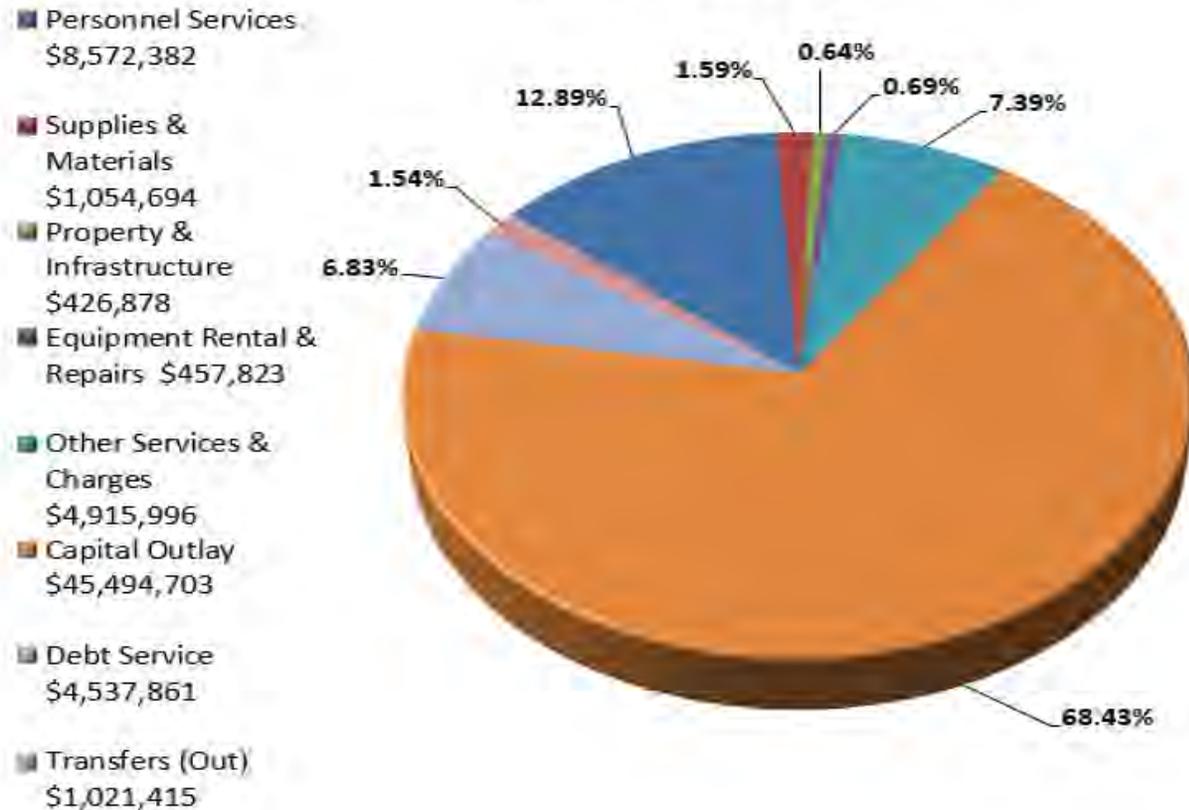
■ Other Financing Sources \$45,000,000



Combined Summary of Expenditures/Expenses Fiscal Years 2019-2021

Summary of Expenditures/Exp. Sources	Prior Year Actual FY 18-19	Amended Budget FY 19-20	Estimated Rev. / Exp. FY 19-20	City Council Approved FY 20-21
Personnel Services	7,916,543	8,228,470	8,228,470	8,572,382
Supplies & Materials	920,314	1,075,711	1,075,711	1,054,694
Property & Infrastructure	435,350	399,600	399,600	426,878
Equipment Rental & Repairs	424,881	453,316	453,316	457,823
Other Services & Charges	4,498,315	4,505,368	4,505,368	4,915,996
Capital Outlay	939,273	5,283,155	5,283,155	45,494,703
Debt Service	4,434,216	4,442,938	4,442,938	4,537,861
Transfers (Out)	336,495	542,708	542,708	1,021,415
Total:	\$ 19,905,387	\$ 24,931,266	\$ 24,931,266	\$ 66,481,752

Combined Summary of Expenditures/Expenses Total \$ 66,481,752



REVENUE PROJECTIONS

Revenue Projections							
Sources of Revenue:	Estimated	Budget:	Projections:				
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
GENERAL FUND:							
Property Taxes	4,735,186	4,704,973	4,846,122	5,015,736	\$ 5,166,209	5,372,857	5,534,043
Other Taxes	2,985,339	3,147,056	3,241,468	3,338,712	3,438,873	3,542,039	3,648,300
Licenses & Permits	141,969	147,416	151,838	154,875	157,973	161,132	164,355
Intergovernmental	1,712,232	1,184,682	1,208,376	1,232,543	1,257,194	1,282,338	1,320,808
Service Fees	2,194,855	2,184,399	426,481	430,746	435,053	439,404	443,798
Rentals	63,698	67,141	68,004	68,004	68,004	68,004	70,044
Fines & Forfeitures	97,329	163,547	153,547	155,850	158,188	160,561	163,772
Miscellaneous	59,761	69,448	60,000	60,000	60,000	60,000	61,200
Transfers-In	15,750	0	0	100,000	125,000	150,000	154,500
Other Financing Sources	440,767	0	200,000	300,000	400,000	400,000	412,000
	\$ 12,446,886	\$ 11,668,662	\$ 10,355,836	\$ 10,856,467	\$ 11,266,494	\$ 11,636,335	\$ 11,972,820
WATER & SEWER:							
Intergovernmental	0	0	0	0	0	0	0
Charges for Services	4,653,325	5,051,418	4,792,925	4,912,748	5,035,567	5,161,456	5,290,492
Rentals	9,559	10,575	10,368	10,368	10,368	10,368	10,368
Miscellaneous	6,666	1,775	6,733	6,834	6,970	7,110	7,252
Transfers-In	84,161	158,000	0	0	0	0	0
	\$ 4,753,711	\$ 5,221,768	\$ 4,810,025	\$ 4,929,950	\$ 5,052,905	\$ 5,178,933	\$ 5,308,112
INTERNATIONAL BRIDGE:							
Passenger Tolls	1,571,586	1,514,935	1,545,234	1,576,138	1,607,661	1,639,814	1,672,611
Commercial Tolls	0	545,149	-	100,000	150,000	200,000	250,000
Rentals	27,000	27,000	22,065	22,065	22,065	22,065	22,065
Miscellaneous	14,610	12,742	12,869	12,998	13,128	13,259	13,392
Transfers-In	472,708	800,000	0	0	0	0	0
	\$ 2,085,904	\$ 2,899,826	\$ 1,580,168	\$ 1,711,201	\$ 1,792,854	\$ 1,875,139	\$ 1,958,068
HOTEL OCCUPANCY TAX:							
Hotel Occupancy Tax	111,122	109,897	113,344	117,878	122,593	127,497	132,597
Charges for Current Svs	29,848	0	0	0	0	0	0
Rentals	240	0	0	0	0	0	0
Miscellaneous	801	300	761	609	487	390	312
	\$ 142,011	\$ 110,197	\$ 114,105	\$ 118,487	\$ 123,080	\$ 127,887	\$ 132,909

Methodology – Revenue Projections

General Fund: The revenue projections for the General Fund were completed with city council's goal of achieving a city tax rate below \$.80 cents. This goal was achieved in the budget year 2017-18. City Council's new goal is to achieve a property tax rate of sixty-cent. The revenue projections to achieve the sixty cent (.60) property tax rate within a few years are made with the following assumptions: Assessed Values would increase at a modest 5% per fiscal year, property tax collections are set at 95% of levy. The tax rate for fiscal year 2020-21 remained at .788855 the same as fiscal year 2019-20. The covid pandemic has skew the revenues for budget year 2020-21.

Water & Sewer Fund: Projections of revenues for the Water & Sewer Fund are prepared with minimal increases throughout the remaining years. The project of installing smart meters throughout the city was completed late 2018. The installation of smart meters did not have the impact anticipated on revenues as expected, hence a 3% increase in water and sewer revenues is projected for 2020-21. The remaining years are projected at a minimal 2.5% increase with a minimal water rate adjustment in fiscal year 2021-22.

International Bridge: The revenue projections for passenger tolls are projected to decrease 4% in fiscal year 2020-21. The decrease in passenger tolls is due to the Covid-19 Pandemic. The city completed the south-bound commercial lanes the latter part of fiscal year 2019-20 with commercial tolls being budget in fiscal year 2020-21. Commercial traffic is expected to increase significantly based on traffic studies of nearby ports of entry and the location of our bridge. Due to the covid pandemic the closing of the borders for non essential traffic has hurt the revenues for fiscal years 2019-20 and 2020-21. Passenger tolls and commercial crossings tols should normalize in fiscal year 2021-22.

Hotel Occupancy Fund: The Hotel Occupancy tax revenue is expected to decrease by 2% in fiscal year 2020-21 due to the Covid-19 Pedemic, we expect the economy to normalize in fiscal year 2021-22 and a 2 to 3% increase is forecasted over the next 5 years. There are currently only four hotels within the city within the city limit.



GENERAL FUND

The **General Fund** is used to account for financial resources traditionally associated with government which are not required to be accounted for in another fund. The modified accrual basis of accounting is used by the General fund in accordance with generally accepted accounting principles (GAAP).

General Fund Summary of Revenues Total \$ 11,668,662

Ad Valorem Property Taxes	\$	4,704,973
Other Taxes	\$	3,147,056
Licenses & Permits	\$	147,416
Intergovernmental	\$	1,184,682
Charges for Current Services	\$	2,184,399
Rentals	\$	67,141
Fines & Forfeitures	\$	163,547
Miscellaneous	\$	69,448
Total		11,668,662

Ad Valorem Property Taxes \$4,704,973

Other Taxes \$3,147,056

Licenses & Permits \$147,416

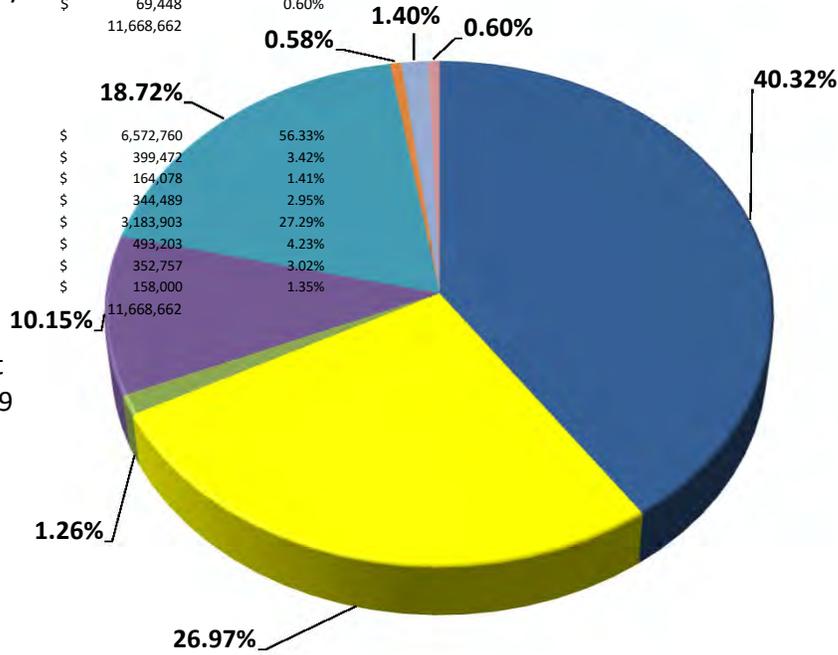
Intergovernmental \$1,184,682

Charges for Current Services \$2,184,399

Rentals \$67,141

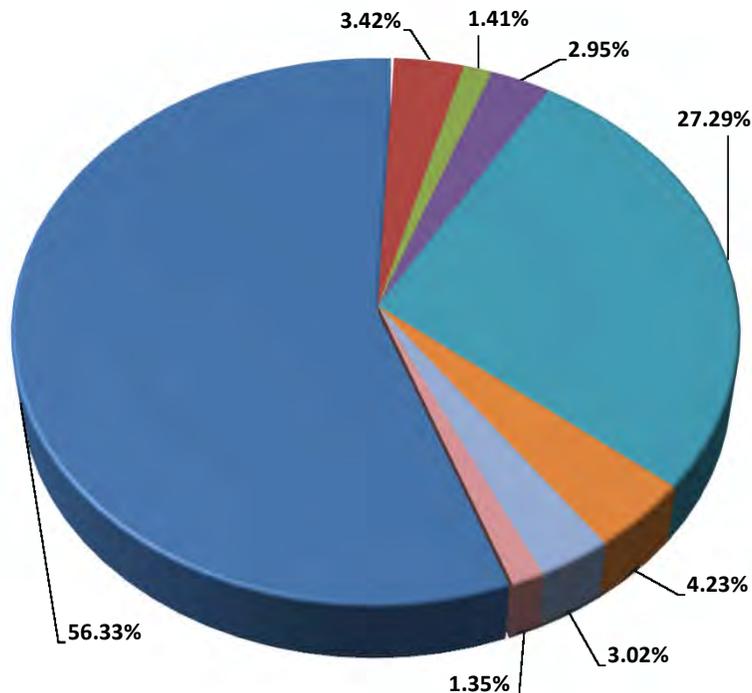
Fines & Forfeitures \$163,547

Miscellaneous \$69,448



Summary of Expenditures Total \$ 11,668,662

Personnel Services	\$	6,572,760
Supplies & Materials	\$	399,472
Property & Infrastructure	\$	164,078
Maintenance & Repairs	\$	344,489
Other Services & Charges	\$	3,183,903
Capital Outlay	\$	493,203
Debt Service	\$	352,757
Transfers Out	\$	158,000



CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
REVENUES				
AD VALOREM PROPERTY TAX	4,619,642	4,736,907	4,735,186	4,704,973
OTHER TAXES	2,774,259	2,985,591	2,985,339	3,147,056
LICENSES	8,150	9,200	8,265	10,500
PERMITS	134,159	142,060	133,704	136,916
INTERGOVERNMENTAL REVENUE	153,999	496,418	1,712,232	1,184,682
CHARGES FOR CURRENT SERVICES	1,979,749	2,099,836	2,194,855	2,184,399
RENTALS	50,568	68,004	63,698	67,141
FINES & FORFEITURES	179,471	187,802	97,329	163,547
MISCELLANEOUS	127,824	33,467	59,761	69,448
CONTRIBUTIONS	0	15,750	15,750	0
OTHER FINANCING SOURCES	579,157	440,767	440,767	0
TOTAL REVENUES	10,606,978	11,215,802	12,446,886	11,668,662
EXPENDITURES				
PERSONNEL SERVICES	6,022,771	6,266,406	6,195,796	6,572,760
SUPPLIES & MATERIALS	499,201	377,041	383,195	399,472
PROPERTY & INFRASTRUCTURE	147,313	136,952	181,341	164,078
MAINTENANCE & REPAIRS	316,300	332,441	395,602	344,489
OTHER SERVICES & CHARGES	2,976,753	2,804,527	3,587,706	3,183,903
CAPITAL OUTLAY	681,253	970,476	529,987	493,203
DEBT SERVICE	238,468	277,959	277,959	352,757
TRANSFERS OUT	0	50,000	0	158,000
TOTAL EXPENDITURES	10,882,060	11,215,802	11,551,586	11,668,662
REVENUES OVER/(UNDER) EXPENDITURES	(275,082)	0	895,300	0

CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>AD VALOREM PROPERTY TAX</u>				
AD VAL PROPERTY TAX CURRENT	4,075,868	4,225,422	4,268,620	4,224,101
AD VAL PROPERTY TAX DELINQUENT	354,388	326,913	234,477	308,106
PENALTY & INTEREST-DELQ. TAXES	236,263	230,153	192,135	220,153
MANUAL RENDERING PENALTIES	3,439	3,400	3,842	3,500
380 AGREEMENT PROPERTY TAX	0	0	4,548	(1,906)
RED RIVER SUBD - TIRZ #1	(32,782)	(31,481)	31,564	(31,481)
RED RIVER CROSSING -TIRZ #2	(17,534)	(17,500)	0	(17,500)
TOTAL AD VALOREM PROPERTY TAX	4,619,642	4,736,907	4,735,186	4,704,973
<u>OTHER TAXES</u>				
CITY SALES TAX	1,946,678	2,088,838	2,134,886	2,236,954
ELECTRIC UTILITY FRANCHISE TAX	423,017	425,584	432,984	439,479
4% GROSS RECEIPTS WATER	115,274	119,206	112,590	117,580
4% GROSS RECEIPTS SEWER	80,935	82,159	79,387	82,554
NATURAL GAS FRANCHISE TAX	46,217	48,981	44,872	47,548
CHARTER COMMUNICATIONS CABLE TAX	87,978	93,550	97,687	113,854
TELECOMMUNICATION FRANCHISE FEE	88,553	115,927	102,528	107,308
AWS FRANCHISE FEE-COMM. DUMPTERS	119,738	129,304	107,566	119,737
380 AGREEMENTS SALES TAX	(134,131)	(117,958)	(127,161)	(117,958)
TOTAL OTHER TAXES	2,774,259	2,985,591	2,985,339	3,147,056
<u>LICENSES</u>				
ALCOHOLIC BEVERAGE LICENSE	1,025	3,000	1,715	3,500
MECHANICAL LICENSE	2,200	2,200	1,700	2,200
BUILDING CONTRACTOR LICENSE	3,800	3,200	4,000	4,000
HOUSEMOVER LICENSE	200	200	100	100
SIGN CONTRACTOR LICENSE	925	600	650	600
POOL CONTRACTOR LICENSE	0	0	100	100
TOTAL LICENSES	8,150	9,200	8,265	10,500
<u>PERMITS</u>				
BUILDING PERMITS	39,622	43,748	45,781	45,574
ELECTRICAL PERMITS	20,170	19,622	18,515	19,622
PLUMBING PERMITS	8,014	8,050	8,335	8,050
A/C MECHANICAL PERMITS	6,051	6,000	5,940	6,000
CONDITIONAL USE PERMITS	2,250	3,600	1,800	2,000
VARIANCE PERMITS	1,605	1,380	955	1,380
MOBILE PARK/TRAILER HOM PERMITS	100	225	275	250
FOOD SERVICE PERMITS	17,465	17,395	14,345	17,500
BUSINESS PERMITS	8,940	10,190	10,575	10,190
WRECKER PERMITS	600	600	600	600
GARAGE SALE PERMITS	7,280	7,500	3,919	6,500
DEMOLISH/MOVING PERMITS	10,570	10,000	7,500	7,500
FIREWORKS SALES PERMITS	10,500	10,500	9,000	9,000
OTHER PERMITS	1,600	2,000	1,050	1,250
SIGN PERMITS	(1,025)	1,250	4,635	1,250
SMALL CELL TOWER ROW PERMITS	417	0	479	250
TOTAL PERMITS	134,159	142,060	133,704	136,916

CITY OF DONNA, TEXAS

DEPARTMENT:REVENUES

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>INTERGOVERNMENTAL</u>				
SIDEWALK PROJECT - TXDOT	0	350,725	0	272,593
FBI OT REIMBURSEMENT GRANT	1,863	20,000	5,009	24,000
CRIME VICTIM LIASON GRANT	0	34,120	29,069	38,820
OPERATION STONE GARDEN GRANT 2019	108,047	30,000	48,592	112,898
US DEPT. OF JUSTICE /JAG GRANT	12,897	13,941	58,597	13,905
BORDER SECURITY GRANT (LBSP)	12,018	10,000	10,000	50,000
TXDOT- CIOT & CMV OT GRANT	4,238	4,000	0	18,000
DEA OT REIMBURSEMENT GRANT	0	18,649	5,149	17,000
CARES ACT GRANT	0	0	1,502,980	485,608
COPS GRANT	0	0	0	32,983
HOMELAND SECURITY SHSP PROJECT (SKYCOP)	0	0	0	53,250
HIDALGO COUNTY LIBRARY	14,937	14,983	14,959	14,959
LRGVDC POLICE DEPARTMENT GRANT	0	0	13,357	50,666
MISCELLANEOUS GRANTS	0	0	24,520	0
TOTAL INTERGOVERNMENTAL	153,999	496,418	1,712,232	1,184,682
<u>CHARGES FOR CURRENT SERVICES</u>				
GARBAGE SERVICES	745,034	767,295	761,446	771,549
SUBDIVISION FILING FEES	9,375	10,000	11,250	11,250
GRAVE OPENING & CLOSING FEES	8,900	8,200	8,850	8,000
VITAL STATISTICS FEES	1,700	1,400	1,229	1,400
RURAL COUNTY FIRE SERVICE CALLS	137,385	104,808	233,510	225,000
CEMETERY - HEADSTONE FEES	230	500	330	400
GARBAGE/BRUSH CHARGES NAWs	116,318	139,483	115,176	118,731
PROPERTY TAX CERTIFICATE FEES	620	500	450	400
MUNICIPAL CRT TECHNOLOGY FEES	6,533	6,730	3,328	6,533
MUNICIPAL CRT SECURITY FEES	4,900	5,344	2,562	4,900
LOCAL COURT COST FEES	12,593	14,000	6,444	14,000
POLICE FINGERPRINT FEES (INS)	1,035	980	665	700
CITY RECREATIONAL PROGRAM FEES	11,500	9,500	0	0
NSF CHECK FEES	25	0	0	0
SUBDIVISION INSPECTION FEES	25	0	0	0
FEE FOR CHANGE OF ZONING	3,000	3,000	2,950	3,000
PER ACRE PLAT FILING FEES	5,957	5,471	9,313	9,141
CERTIFICATE OF OCCUPANCY/COMP FEES	2,480	2,000	2,225	2,400
WRECKER VEHICLE INSPECTION FEES	735	735	595	595
WRECKER TOW & STORAGE FEES	11,820	11,000	8,560	11,000
BRUSH COLLECTION SERVICES	310,095	319,176	314,453	316,275
BRUSH FEES - BAD DEBT PROVISIONS	6,011	(6,011)	(6,011)	(6,011)
GARBAGE FEES-BAD DEBT PROVISIONS	(9,510)	(14,864)	(9,510)	(14,864)
CUSTOMER SERVICE TRANSFER-EDC-4A	0	77,039	77,040	70,000
CUSTOMER SERVICE TRANSFER DCD-4B	166,262	200,000	200,000	200,000
CUSTOMER SERVICE TRANSFER TIRZ I & II	0	7,500	30,000	10,000
CUSTOMER SERVICE TRANSFERS -WATER & SEWER	420,000	420,000	420,000	420,000
POOL ENTRANCE FEES	4,726	3,500	0	0
SWIMMING LESSON FEES	2,000	2,550	0	0
TOTAL CHARGES FOR CURRENT SERVICES	1,979,749	2,099,836	2,194,855	2,184,399

CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>RENTALS</u>				
ADV & PAV CENTER RENTALS	2,650	3,050	250	1,140
RENT COMMUNITY DEV. INSTITUTE	9,346	8,652	11,911	8,649
RENT HEADSTART ON MILLER AVENUE	12	12	12	12
CITY PARK RENTALS (ORD 478)	1,750	700	2,025	1,750
NUESTRA CLINICA DEL VALLE @DMC	12,300	0	0	0
RENT SHOOTING RANGE	22,500	54,000	49,500	54,000
POOL RENTALS	2,010	1,590	0	1,590
TOTAL RENTALS	50,568	68,004	63,698	67,141
<u>FINES & FORFEITURES</u>				
MUNICIPAL COURT FINES	151,971	160,000	79,689	140,000
OVERDUE LIBRARY FINES	746	855	293	600
WEEDY LOT FINES	26,553	26,647	17,247	22,647
CHILD SAFETY SEAT BELT FINES	200	300	100	300
TOTAL FINES & FORFEITURES	179,471	187,802	97,329	163,547
<u>MISCELLANEOUS</u>				
INTEREST INCOME	7,553	4,000	13,221	10,000
INSURANCE PROCEEDS	0	0	8,261	0
SALE OF CITY ASSETS	11,725	0	3,400	3,500
INVESTMENT INCOME - LOGIC / CASH RESERVE	18,530	1,306	6,360	5,000
ACCIDENT REPORTS & POLICE LETTERS	7,241	6,400	4,865	4,000
LIBRARY - MISC. INCOME	17,749	17,006	9,692	15,000
LIBRARY-CAFE	3,037	3,144	1,141	3,000
NSF FEES	25	0	50	0
MISCELLANEOUS INCOME	61,925	1,611	12,830	28,948
CASH SHORT/(OVER)	19	0	(59)	0
CASH SHOR/(OVER)-MUNICIPAL COURT	20	0	0	0
TOTAL MISCELLANEOUS	127,824	33,467	59,761	69,448
<u>CONTRIBUTIONS</u>				
CAPITAL CONTRIBUTIONS	0	15,750	15,750	0
TOTAL CONTRIBUTIONS	0	15,750	15,750	0
<u>OTHER FINANCING SOURCES</u>				
LEASE PROCEEDS	579,157	440,767	440,767	0
TOTAL OTHER FINANCING SOURCES	579,157	440,767	440,767	0
TOTAL REVENUES	10,606,978	11,215,802	12,446,886	11,668,662

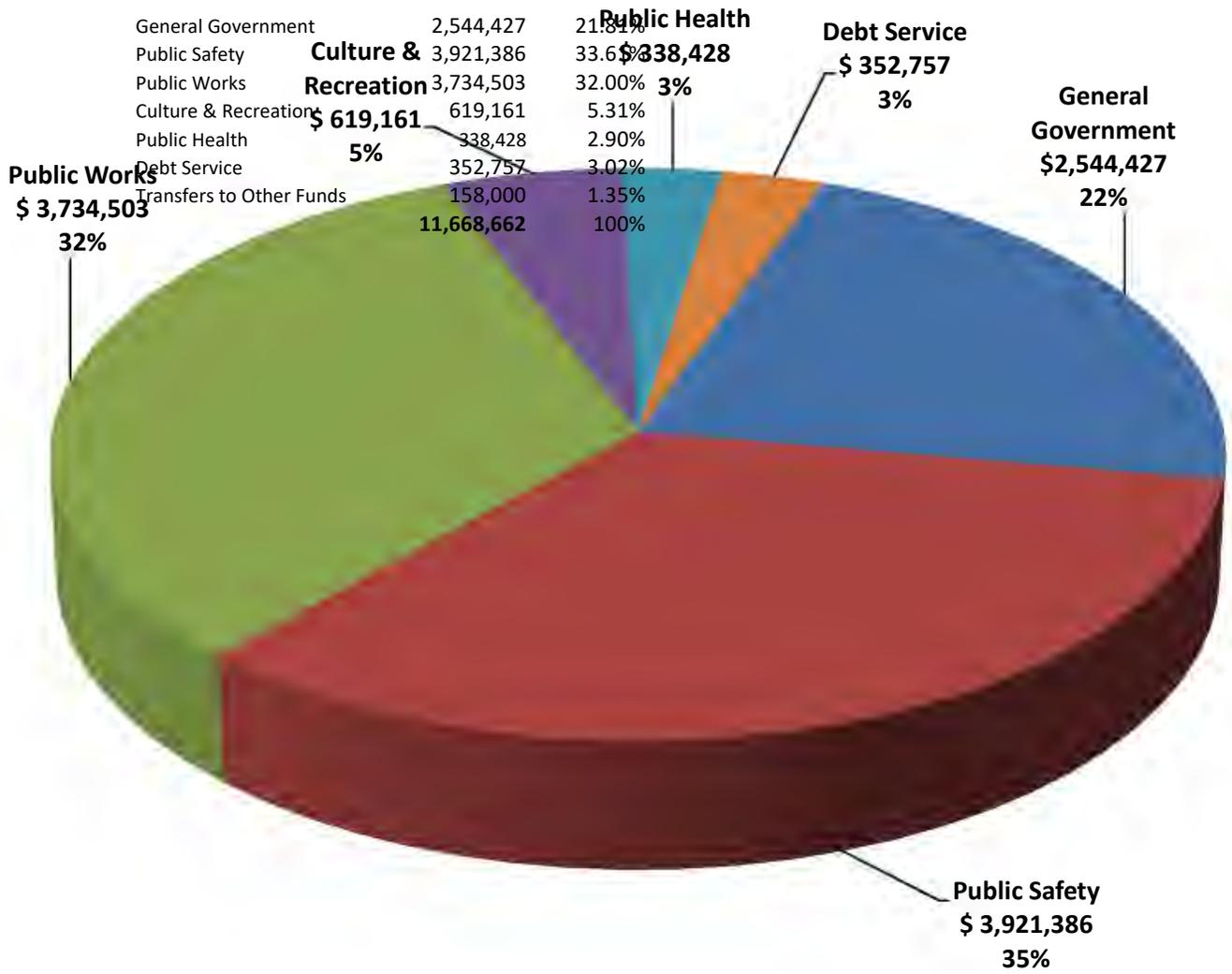
CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY DEPARTMENT CATEGORY

FUND: 11 GENERAL FUND

DEPARTMENT	PERSONNEL SERVICES	SUPPLIES & MATERIALS	PROPERTY & INFRASTR.	EQUIPMENT	OTHERS	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS OUT	TOTAL BUDGET
				RENTAL & REPAIRS	SERVICES & CHARGES				
CITY COUNCIL	0	4,750	0	0	18,250	0	0	0	23,000
CITY MANAGER	252,305	23,425	0	500	20,615	0	0	0	296,845
MUNICIPAL COURT	149,140	8,666	0	21,237	33,602	0	0	0	212,645
FINANCE	510,662	15,800	0	22,612	10,956	0	0	0	560,030
INFORMATION TECHNOLOGY	74,009	3,200	4,279	54,618	9,311	0	0	0	145,417
CITY HALL	89,878	7,250	7,277	10,000	23,950	0	0	0	138,355
CITY SECRETARY	63,949	2,175	0	200	18,140	0	0	0	84,464
TAX ASSESSOR COLLECTOR	72,103	5,200	0	12,500	61,067	0	0	0	150,870
POLICE	3,138,916	152,281	3,500	101,743	89,770	53,250	0	0	3,539,460
FIRE DEPARTMENT	83,515	16,625	1,500	24,500	174,597	0	0	0	300,737
PLANNING & DEVELOPMENT	94,900	13,350	0	800	36,700	0	0	0	145,750
INSPECTIONS	64,874	3,565	0	2,160	10,590	0	0	0	81,189
PUBLIC WORKS	1,326,792	94,750	6,800	74,500	94,540	0	0	0	1,597,382
CITY VEHICLE MAINTENANCE	47,067	1,775	0	750	0	0	0	0	49,592
SANITATION	0	0	0	0	1,376,729	0	0	0	1,376,729
STREET & ROADWAYS	0	0	112,347	0	208,500	389,953	0	0	710,800
COMMUNITY SUPPORT	0	500	4,000	0	32,750	0	0	0	37,250
PARKS AND RECREATION	145,113	7,625	10,375	3,500	31,500	0	0	0	198,113
SWIMMING POOL	0	6,067	4,000	2,000	10,400	0	0	0	22,467
CODE ENFORCEMENT & HEALTH INS.	105,056	2,630	0	670	4,450	0	0	0	112,806
ANIMAL CONTROL	45,320	8,050	0	7,500	50,826	0	0	0	111,696
CEMETERY	41,426	2,800	1,000	1,000	17,700	50,000	0	0	113,926
LIBRARY	267,735	18,988	9,000	3,699	61,909	0	0	0	361,331
DEBT SERVICE	0	0	0	0	0	0	352,757	0	352,757
TRANSFERS OUT	0	0	0	0	0	0	0	158,000	158,000
NON DEPARTMENTAL	0	0	0	0	787,051	0	0	0	787,051
TOTAL EXPENDITURES	6,572,760	399,472	164,078	344,489	3,183,903	493,203	352,757	158,000	11,668,662

General Fund Expenditures By Function Fiscal Year 2020-2021



Total \$ 11,668,662

CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY FUNCTION

FUND: 11 GENERAL FUND

	<u>PRIOR YR</u> <u>ACTUAL</u> <u>2018-2019</u>	<u>AMENDED</u> <u>BUDGET</u> <u>2019-2020</u>	<u>ESTIMATED</u> <u>REV/EXP</u> <u>2019-2020</u>	<u>CITY COUNCIL</u> <u>APPROVED</u> <u>2020-2021</u>
<u>GENERAL GOVERNMENT</u>				
CITY COUNCIL	28,930	30,250	12,020	23,000
CITY MANAGER	454,226	364,465	377,043	296,845
MUNICIPAL COURT	180,490	191,586	195,807	212,645
FINANCE	524,206	556,224	536,959	560,030
INFORMATION TECHNOLOGY	148,074	151,971	142,082	145,417
CITY HALL	125,667	138,204	143,925	138,355
CITY SECRETARY	87,326	89,725	97,477	84,464
TAX ASSESSOR COLLECTOR	132,808	141,251	139,345	150,870
PLANNING & DEVELOPMENT	111,533	151,308	131,116	145,750
NON DEPARTMENTAL	647,798	484,900	1,317,044	787,051
TOTAL GENERAL GOVERNMENT	2,441,058	2,299,884	3,092,818	2,544,427
<u>PUBLIC SAFETY</u>				
POLICE	3,388,311	3,285,383	3,327,111	3,539,460
FIRE DEPARTMENT	332,807	297,383	306,595	300,737
INSPECTIONS	72,434	79,689	77,030	81,189
TOTAL PUBLIC SAFETY	3,793,552	3,662,455	3,710,736	3,921,386
<u>PUBLIC WORKS</u>				
PUBLIC WORKS	1,671,404	1,525,128	1,558,687	1,597,382
CITY VEHICLE MAINTENANCE	45,207	50,314	45,818	49,592
SANITATION	1,264,681	1,638,140	1,693,257	1,376,729
STREET & ROADWAYS	336,865	787,717	404,615	710,800
TOTAL PUBLIC WORKS	3,318,158	4,001,299	3,702,377	3,734,503
<u>CULTURE & RECREATION</u>				
COMMUNITY SUPPORT	41,603	38,900	34,078	37,250
PARKS AND RECREATION	266,028	177,520	144,767	198,113
SWIMMING POOL	73,073	68,492	15,540	22,467
LIBRARY	413,909	355,200	321,192	361,331
TOTAL CULTURE & RECREATION	794,613	640,112	515,577	619,161
<u>PUBLIC HEALTH</u>				
CODE ENFORCEMENT & HEALTH INSPECTIONS	106,718	106,732	97,688	112,806
ANIMAL CONTROL	117,025	114,063	103,084	111,696
CEMETERY	72,467	63,298	51,347	113,926
TOTAL PUBLIC HEALTH	296,210	284,093	252,119	338,428
<u>DEBT SERVICE</u>				
DEBT SERVICE	238,468	277,959	277,959	352,757
TOTAL DEBT SERVICE	238,468	277,959	277,959	352,757
<u>TRANSFERS TO OTHER FUNDS</u>				
TRANSFERS OUT	0	50,000	0	158,000
TOTAL TRANSFERS OUT	0	50,000	0	158,000
TOTAL EXPENDITURES	10,882,059	11,215,802	11,551,586	11,668,662

Department : City Council



Service Area Description

The City Of Donna City Council is an elected legislation council consisting of the Mayor and four Council Members of which serve the community for a three-year term who identify community priorities that guide us in allocating the City's resources.

Mission & Services

- meeting on the first and third Tuesday of the month to provide governance of the Municipal Cooperation in accordance with the Constitution, State Statutes, and Local Codes.
- continue to be governed by Article II of the City of Donna Home Rule Charter.

Elected Officials

Elected Officials	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Mayor	1	1	1	1
Mayor Pro-Tem Councilman	4	4	4	4
Department Total:	5	5	5	5

Objectives & Performance Measures

- To set policy goals involving diverse segments of the community and soliciting public input, within budget constraints, regulating local activities to promote general public welfare, health, and safety of it's residents.
 - Through legislative measures, identify the needs of the City, developing programs to satisfy those needs, and to evaluate the extent to which municipal services satisfactorily reflect policy goals.
 - Enact legislative action of the Council with the purposes of balancing legally and fairly the benefits, limitations, restrictions, or losses placed on an individual, against the welfare of a Community as a whole.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
City Council Meetings	60	50	50	60
Legal deadlines met for City Council Agenda Posting	60	50	50	60

Goals

- To develop and maintain the public infrastructure to improve community appearance and encourage continued development.
- to promote efficient and effective city government to improve levels of service.
- to promote resident health, safety, and education.
- Work to improve customer service via city website email system.

CITY OF DONNA, TEXAS

DEPARTMENT: CITY COUNCIL

FUND:11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	922	5,000	0	2,750
OFFICE SUPPLIES	1,144	1,000	187	1,000
MEALS/REFRESHMENT SUPPLIES	1,422	1,000	529	1,000
TOTAL SUPPLIES & MATERIALS	3,488	7,000	716	4,750
<u>OTHER SERVICE & CHARGES</u>				
TRAVEL AND/OR TRAINING	18,466	15,000	5,278	10,000
MEMBERSHIPS & SUBSCRIPTIONS	5,901	8,000	5,776	8,000
ANNUAL SALARIES PER CHARTER	450	250	250	250
MISCELLANEOUS EXPENDITURES	625	0	0	0
TOTAL OTHER SERVICE & CHARGES	25,442	23,250	11,304	18,250
TOTAL CITY COUNCIL	28,930	30,250	12,020	23,000

Department : City Manager

Service Area Description

The City of Donna City Manager Department is responsible for the general administration of the City, the program coordination, and the preparation of special staff reports and surveys.



Mission & Services

- developing of programs and policy alternatives for consideration by the City Council and implementation of those policies and programs approved and adopted by City Council.
- formulating and administrating the City's budget to assure solid base for the allocation of resources.

Personnel Summary

Personnel	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Full-time	1	1	2	2
Part-time	0	0	0	0
Department Total:	1	1	2	2

Objectives & Performance Measures

- To assure timely progress on infrastructure projects, water & wastewater projects, and continue development of the downtown master plan.
- To provide regular information to the City Council regarding the City's status on on-going projects and programs.
- To collaborate with the EDC in generating in new investments and jobs for the City.

Performance Indicators	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Sidewalks	0	332,563	332,563	0
TxDot STEP CMV Grant	0	0	6,000	12,000
TxDot STEP CIOT Grant	0	4,000	4,000	6,000
JAG Grant - Body Armor	12,897	13,941	13,941	13,905
StoneGarden Grant	70,000	95,000	95,000	115,000
BorderStar Grant	10,000	10,000	10,000	50,000
Victims of Crime Act Formula Grant Program	0	42,650	42,650	47,000

Goals

- To continue improving to serve as a guide to assure effectiveness of all departments and always improve operations.
- To complete a strategic plan that serves as a guide for all employees.

CITY OF DONNA, TEXAS

DEPARTMENT: CITY MANAGER

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	326,924	255,488	267,091	210,659
OVERTIME WAGES	1,077	0	587	0
HEALTH/DENTAL/LIFE INSURANCE	16,960	11,328	11,653	5,804
TMRS CONTRIBUTION	36,010	28,257	27,300	23,404
SOCIAL SECURITY & MEDICARE TAX	20,318	19,295	17,435	11,475
WORKERS' COMPENSATION INSURANCE	1,218	947	680	819
STATE UNEMPLOYMENT TAX	27	290	288	144
TOTAL PERSONNEL SERVICES	402,533	315,605	325,034	252,305
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	48	115	988	115
WEARING APPAREL	877	3,000	1,526	2,100
FUEL AND LUBRICANTS	4,490	3,500	5,412	3,500
SMALL TOOLS AND EQUIPMENT	0	0	825	0
OFFICE SUPPLIES	661	1,000	4,312	1,000
JANITORIAL SUPPLIES	422	0	332	0
OTHER SUPPLIES	129	0	0	0
MEALS/REFRESHMENT SUPPLIES	5,649	12,700	12,024	11,260
SPECIAL EVENTS & ACTIVITIES	9,382	4,700	4,081	4,700
OFFICE EQUIPMENT / FURNITURE	550	750	119	750
TOTAL SUPPLIES & MATERIALS	22,208	25,765	29,619	23,425
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	7	0	0	0
VEHICLE MAINTENANCE & REPAIRS	1,607	500	1,309	500
TOTAL MAINTENANCE & REPAIRS	1,614	500	1,309	500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	2,949	2,600	2,447	2,736
TRAVEL AND/OR TRAINING	5,346	2,300	1,233	2,300
MEMBERSHIPS & SUBSCRIPTIONS	6,795	6,575	4,386	6,139
TELEVISION PROVIDER FEES	5,534	6,120	5,304	5,340
OTHER PROFESSIONAL FEES	7,246	5,000	7,711	4,100
TOTAL OTHER SERVICE & CHARGES	27,871	22,595	21,081	20,615
TOTAL CITY MANAGER	454,226	364,465	377,043	296,845

Department : Municipal Court

Service Area Description

The City of Donna Municipal Court processes payments for citations, court appearances for teens and adults, and manages revenues from these fines.



Mission & Services

- providing the public with court procedures and accepting payments assessed by the Municipal Judge.
- accepting and processing all Class "C" Misdemeanor Complaints to include juvenile cases.
- issuing of felony and misdemeanor arrest warrants and issuance of search and inspection warrants.
- preparing and submitting monthly reports to the City and State.

Personnel Summary

Personnel	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Full-time	2	2	2	2
Part-time	0	0	0	0
Department Total:	2	2	2	2

Objectives & Performance Measures

- To purchase additional CN70 (Ticket Writers) and Zebra Printers.
- To process citations issued by Donna Police Department and Donna I.S.D. Police department.
- To advertise and offer the Municipal Court's Amnesty program.
- To continue online payment program to citizens of Donna.
- To prepare and submit warrant listings for Linebarger, Goggan, Blair, & Sampson Law Firm.

Performance Indicators	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Number of tickets processed	4,769	3,500	5,723	5,913
Number of "C" Misdemeanor Cases processed	297	500	356	384
Number of Non-Jury / Jury Trials	1	25	1	1
Number of Warrants Issued / Served	1,061	1,202	1,273	1,341
Number of Magistrate Warnings	520	600	624	694
Number of Collection Agency Referrals	2,187	2,200	2,624	2,846

Goals

- To improve how to effectively maintain information and records concerning all cases.
- To improve how we assist citizens in the resolution of cases, protection of rights, and understanding of the municipal judicial system.
- To focus on having a well-trained knowledgeable, and dedicated department.

CITY OF DONNA, TEXAS

DEPARTMENT: MUNICIPAL COURT

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	59,780	99,750	100,194	114,398
OVERTIME	69	0	42	0
HEALTH / DENTAL / LIFE INSURANCE	11,421	11,292	16,641	17,402
TMRS CONTRIBUTION	6,570	7,300	6,321	7,710
SOCIAL SECURITY & MEDICARE TAX	4,549	5,049	7,464	8,751
WORKERS' COMPENSATION INSURANCE	141	245	176	447
STATE UNEMPLOYMENT TAX	18	423	432	432
TOTAL PERSONNEL SERVICES	82,547	124,059	131,270	149,140
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	278	250	34	310
WEARING APPAREL	426	0	0	0
OFFICE SUPPLIES	1,377	1,217	1,625	1,762
JANITORIAL SUPPLIES	0	0	0	294
OFFICE EQUIPMENT / FURNITURE	3,478	6,000	0	6,300
MINOR EQUIPMENT	6,787	0	0	0
TOTAL SUPPLIES & MATERIALS	12,345	7,467	1,659	8,666
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS SMALL EQUIPMENT	0	0	0	1,200
OFFICE EQUIPMENT MAINTENANCE	14,254	14,810	19,086	20,037
EQUIPMENT REPAIRS	0	500	0	0
TOTAL MAINTENANCE & REPAIRS	14,254	15,310	19,086	21,237
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,153	1,000	1,559	1,000
TRAVEL AND/OR TRAINING	842	1,000	0	1,002
UTILITY SERVICES	1,047	1,000	983	1,000
MEMBERSHIPS & SUBSCRIPTIONS	0	500	0	600
LEGAL FEES	23,300	30,000	30,000	30,000
OTHER PROFESSIONAL SERVICES	45,000	11,250	11,250	0
EMPLOYMENT TEST & EXAMS	3	0	0	0
TOTAL OTHER SERVICE & CHARGES	71,345	44,750	43,792	33,602
TOTAL MUNICIPAL COURT	180,491	191,586	195,807	212,645

Department : Finance

Service Area Description

The City of Donna Finance Department is responsible for all financial records and transactions for the City. The Finance Department also provides leadership to the City Manager, Mayor, and the City Council in management decision-making.



Mission & Services

- maintaining the general ledger, subsidiary ledger, payroll records, accounts payable vendor files, fixed assets inventory and the City's investment funds.
- providing financial information for Grant applications and coordinate financial requests for reimbursement and providing all information required during Federal, State, and local grant audits.
- process, maintain, and update all payroll records.
- review, approve, and process all purchase orders for procurement of all goods and services purchased for the City and to also ensure that all departments are in compliance with Federal, State, and Local purchasing policies and laws.
- maintain utility billing and collections for water, sanitary sewer, and residential garage collections and to respond to customer complaints.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	6	6	6	6
Part-time	0	0	0	0
Department Total:	6	6	6	6

Objectives & Performance Measures

- To implement a complete property control ledger for all capital assets for all funds.
- To work with all departments in finding mutual solutions to their budget and accounting issues.
- To continue obtaining the "Distinguished Budget Award".
- To achieve a higher percentage of customers to automatically pay their utility bills via ACH or through the online portal.
- To continue providing City Council, City Manager, and Department Heads with accurate and timely financial reports.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Bank Accounts	57	50	58	60
Number of Payroll ACH Deposits	3,851	3,950	3,936	3,950
Number of Checks processed (A/P)	4,348	4,100	4,783	4,975
Number of purchase orders processed	391	350	341	375
Number of small purchase orders processed	1,648	1,800	1,714	1,695
Completion of Official Budget Document	Yes	Yes	Yes	Yes
Received GFOA's Budget Award	Yes	Yes	Yes	Yes
Number of Funds Maintained	19	20	21	21

Goals

- To continue to strive for the GFOA Distinguished Budget Presentation Award.
- To pursue the GFOA Certificate of Achievement Award for Excellence in Financial Reporting.
- To enhance staff development and training.
- To pursue various city-wide grants.
- To cross train for various positions to ensure accurate and timely financial reporting.

CITY OF DONNA, TEXAS

DEPARTMENT: FINANCE

FUND: 11 GENERAL FUND

	PRIOR YR ACUTAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	370,797	391,001	402,660	398,654
OVERTIME WAGES	1,635	1,000	1,530	0
HEALTH / DENTAL / LIFE INSURANCE	34,674	33,913	34,756	34,807
TMRS CONTRIBUTION	40,922	43,355	38,194	44,290
SOCIAL SECURITY & MEDICARE TAX	27,179	29,988	28,793	30,497
WORKERS' COMPENSATION INSURANCE	1,126	1,247	896	1,550
STATE UNEMPLOYMENT TAX	54	864	864	864
CELL PHONE ALLOWANCE	50	0	0	0
TOTAL PERSONNEL SERVICES	476,437	501,368	507,693	510,662
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	1,775	2,000	(1,771)	2,000
OFFICE SUPPLIES	4,752	8,000	(4,425)	8,000
OTHER SUPPLIES	0	0	0	1,000
MEALS/REFRESHMENT SUPPLIES	566	1,000	1,373	0
OFFICE EQUIPMENT / FURNITURE	3,536	4,800	4,478	4,800
TOTAL SUPPLIES & MATERIALS	10,630	15,800	(345)	15,800
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	20,675	21,600	23,267	22,612
TOTAL MAINTENANCE & REPAIRS	20,675	21,600	23,267	22,612
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,065	1,000	91	1,000
TRAVEL AND/OR TRAINING	8,376	9,256	5,236	8,256
MEMBERSHIPS & SUBSCRIPTIONS	851	1,000	1,008	1,000
OTHER PROFESSIONAL FEES	5,620	5,500	0	0
EMPLOYMENT TESTS & EXAMS	302	700	9	700
BANK SERVICE & SUPPLY CHARGES	249	0	0	0
TOTAL OTHER SERVICE & CHARGES	16,464	17,456	6,344	10,956
TOTAL FINANCE	524,206	556,224	536,959	560,030

Department : Information Technology

Service Area Description

The City of Donna Information Technology Department services are dedicated to being a vital partner with all City Departments in providing quality services through the innovative use of technology.



Mission & Services

- maintaining and securing critical IT Infrastructure and systems while also collaborating and innovating with internal and external components.
- managing, updating, and backing up of the City's technology infrastructure and applications.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	1	1
Part-time	0	0	0	0
Department Total	2	2	1	1

Objectives & Performance Measures

- To develop the City's resources into stronger technical teams, providing systems and solutions to meet the City's goals, maintain hardware & software standards for the City of Donna, and to maintain technology policies for the organization.
- To keep City technology service at an operational level.
- To analyze and develop a solution to technology issues that may interrupt service.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Closed Tickets	573	186	175	200

Goals

- to improve customer service and satisfaction.
- to continue improving on the closing of tickets process.

CITY OF DONNA, TEXAS

DEPARTMENT: INFORMATION TECHNOLOGY

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	64,360	55,651	56,049	57,125
OVERTIME	260	0	0	0
HEALTH / DENTAL / LIFE INSURANCE	8,139	5,650	5,784	5,801
TMRS CONTRIBUTION	7,135	6,155	4,954	6,347
SOCIAL SECURITY & MEDICARE	4,622	4,257	4,103	4,370
WORKERS COMPENSATION INSURANCE	149	206	185	222
STATE UNEMPLOYMENT TAX	9	144	144	144
TOTAL PERSONNEL SERVICES	84,675	72,063	71,219	74,009
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	0	50	0	50
FUEL AND LUBRICANTS	942	900	286	0
SMALL TOOLS & EQUIPMENT	1,738	2,000	3,255	2,000
OFFICE SUPPLIES	127	250	125	550
MEALS/REFRESHMENT SUPPLIES	0	0	55	350
SPECIAL EVENTS & ACTIVITIES	0	0	0	250
OFFICE EQUIPMENT & FURNITURE	0	0	704	0
TOTAL SUPPLIES & MATERIALS	2,808	3,200	4,425	3,200
<u>PROPERTY & INFRASTRUCTURE</u>				
A/C HEATING	0	0	0	4,129
SIGN & SIGNAL EQUIPMENT	0	0	0	150
TOTAL PROPERTY & INFRASTRUCTURE	0	0	0	4,279
<u>MAINTENANCE & REPAIRS</u>				
MACHINES & EQUIPMENT MAINTENANCE & REPAIRS	61	0	60	100
OFFICE EQUIPMENT MAINTENANCE & REPAIRS	54,181	67,532	62,085	54,450
VEHICLE MAINTENANCE & REPAIRS	130	500	217	68
TOTAL MAINTENANCE & REPAIRS	54,371	68,032	62,362	54,618
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	2,416	2,200	1,537	1,200
TRAVEL & TRAINING	319	1,000	19	1,180
SECURITY SERVICES	467	0	0	0
MEMBERSHIPS & SUBSCRIPTIONS	2,572	2,600	2,245	5,731
OTHER PROFESSIONAL SERVICES	445	2,876	275	1,200
TOTAL OTHER SERVICE & CHARGES	6,220	8,676	4,076	9,311
TOTAL INFORMATION TECHNOLOGY	148,074	151,971	142,082	145,417

Department : City Hall

Service Area Description

The City of Donna City Hall department services are related to all currency transactions on a daily basis. This department maintains an accurate accounting on all vital statistics, maintains an updated cemetery map, and issues receipts for all permits that are purchased.



Mission & Services

- processing all currency transactions for the City.
- processing daily mail and routing to the corresponding departments.
- maintaining ledger on all beer & wine, trailer park, and wrecker permits.
- routing of all incoming calls to their corresponding departments.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	2	2
Part-time	0	0	0	0
Department Total	2	2	2	2

Objectives & Performance Measures

- To continue improving customer service.
- To prepare the daily cash deposit.
- To prepare all tax receipts related to property taxes, permits, etc.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Cash Receipts issued	10,000	10,500	10,500	10,600
Number of Property Tax Receipts issued	7,517	1,085	10,185	10,200
Number of Cemetery Monuments	20	24	24	27
Number of Beer and Wine permits issued	40	42	42	45
Number of Amigos Del Valle/Pavilion rental contracts	15	21	21	24
Number of trailer park permits	10	16	16	20
Number of Vital Statistics issued	205	210	210	215
Number of Wrecker Permits issued	11	11	11	13
Number of researched Cemetery Files	28	26	26	28
Number of Opening & Closing events	20	39	41	45

Goals

- To continue recommending to customers to utilize the ACH option for their payments.
- To digitalize all cemetery related files.

CITY OF DONNA, TEXAS

DEPARTMENT: CITY HALL

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	55,652	59,978	61,712	64,222
OVERTIME WAGES	784	500	321	0
HEALTH / DENTAL / LIFE INSURANCE	11,381	11,291	11,412	11,601
TMRS CONTRIBUTION	6,197	6,689	5,482	7,135
SOCIAL SECURITY & MEDICARE TAX	4,293	4,627	4,858	4,913
WORKERS' COMPENSATION INSURANCE	802	1,379	1,240	1,719
STATE UNEMPLOYMENT TAX	18	263	313	288
TOTAL PERSONNEL SERVICES	79,128	84,727	85,338	89,878
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	143	0	0	0
GASOLINE AND OIL	1,974	0	0	0
OFFICE SUPPLIES	2,996	3,000	3,683	3,000
JANITORIAL SUPPLIES	3,038	2,750	2,310	2,750
OTHER SUPPLIES	79	0	15	0
MEALS/REFRESHMENT SUPPLIES	1,346	1,000	1,117	1,000
OFFICE EQUIPMENT / FURNITURE	643	500	498	500
TOTAL SUPPLIES & MATERIALS	10,220	7,250	7,623	7,250
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	2,444	11,777	3,269	6,777
A/C &/OR HEATING MAINTENANCE & REPAIRS	0	500	9,695	500
TOTAL PROPERTY & INFRASTRUCTURE	2,444	12,277	12,964	7,277
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS SMALL EQUIPMENT	61	0	640	0
OFFICE EQUIPMENT MAINTENANCE	10,076	10,000	11,710	10,000
TOTAL MAINTENANCE & REPAIRS	10,137	10,000	12,350	10,000
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	9,588	10,000	13,128	10,000
TRAVEL AND/OR TRAINING	804	500	360	500
UTILITY SERVICES	12,403	12,200	11,452	12,200
CITY HALL SECURITY SERVICES	929	1,200	707	1,200
FIRE PREVENTION SERVICES	15	50	0	50
EMPLOYMENT TESTS & EXAMS	0	0	3	0
TOTAL OTHER SERVICE & CHARGES	23,739	23,950	25,650	23,950
TOTAL CITY HALL	125,667	138,204	143,925	138,355

Department : City Secretary

Service Area Description

The City of Donna City Secretary department services are to support the needs of the City Council to facilitate their goals which include posting, attending, and recording all City Council meetings.



Mission & Services

- preparing each agenda for City Council and Department Directors, administering all aspects of operations for the department.
- editing and preparing proclamations/resolutions/certificates
- serves as the custodian of the City's records and official seal, serves as the City's records manager, local registrar, and Elections Administrator.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	1	1
Part-time	0	0	0	0
Department Total	2	2	1	1

Objectives & Performance Measures

- To continue supporting the City Council and City staff to maximize city services.
- To continue working efficiently and productively with staff on the daily operations of the department and promoting trainings of departmental functions to better execute City's policies and procedures.
- To continue working with the City's Attorney in creating the City of Donna Code of Ordinances.
- To continue coordinating with the Hidalgo County Elections Department to efficiently administer and conduct city elections in compliance with state election laws.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of City Council Meetings/Workshops called	60	50	50	60
Number of Public Information Records Processed	231	280	142	250
Number of Ordinances/Resolutions/Proclamations	60	70	53	70
Number of City Minutes prepared	60	50	50	60
Number of Ordinance Publications	31	40	20	40
Number of vitals records requested (Death Certified)	46	70	20	70

Goals

- To continue improving on preparation of proclamations and certificates, meeting all of the legal requirements for posting agendas, the publishing of legal notices, process of holding elections, and improving on the fulfillment of public information requests.

CITY OF DONNA, TEXAS

DEPARTMENT: CITY SECRETARY

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	52,668	55,114	58,230	48,682
HEALTH / DENTAL / LIFE INSURANCE	5,759	5,650	4,840	5,801
TMRS CONTRIBUTION	5,787	6,096	5,908	5,409
SOCIAL SECURITY & MEDICARE TAX	3,693	4,216	4,116	3,724
WORKERS' COMPENSATION INSURANCE	130	204	148	189
STATE UNEMPLOYMENT TAX	9	144	146	144
TOTAL PERSONNEL SERVICES	68,046	71,424	73,388	63,949
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	112	125	35	125
OFFICE SUPPLIES	500	500	80	500
OFFICE EQUIPMENT / FURNITURE	0	0	0	1,550
TOTAL SUPPLIES & MATERIALS	612	625	115	2,175
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	0	200	0	200
TOTAL MAINTENANCE & REPAIRS	0	200	0	200
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	176	0	486	540
PUBLIC INFORMATION NOTICES	17,206	16,000	22,078	16,000
TRAVEL AND/OR TRAINING	1,286	1,376	1,310	1,500
MEMBERSHIPS & SUBSCRIPTIONS	-	100	100	100
TOTAL OTHER SERVICE & CHARGES	18,668	17,476	23,974	18,140
TOTAL CITY SECRETARY	87,326	89,725	97,477	84,464

Department : Tax Assessor Collector

Service Area Description

The City of Donna Tax Assessor is responsible for all property tax collections for the City.



Mission & Services

- maintains accurate accounting records and monthly reconciliations.
- provides financial information to local Auditors and provides all information requested during annual audit.
- completes surveys and questionnaires for mortgage agencies.
- coordinates closely with Planning Department regarding current beer & wine licenses.
- reviews, approves, and processes all check requests for payments or refund of taxes to property owners.
- provides accurate vital statistical records.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	1	1	1
Part-time	0	0	0	0
Department Total:	1	1	1	1

Objectives & Performance Measures

- To continue to coordinate with departments to find mutual solutions to their budget and accounting related issues.
- To continue to recommend to City taxpayers to automatically pay their tax bill(s) utilizing online payment system.
- To continue working with Delinquent Tax Attorney's regarding tax issues.
- To maintain and update a tax information link in the City of Donna website.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Tax Collections-Current and Delinquent	\$ 4,901,426	\$ 5,111,843	\$ 5,207,012	\$ 5,603,324
Current Tax Collection Rate	90%	95%	92%	95%
Delinquent Tax Statements Processed	5,000	4,500	4,238	4,550
Current Tax Statements Mailed	7,431	7,431	7,310	7,310

Goals

- To work with the HCAD to update addresses to in an effort to minimize return mail.
- To work closely with ACT staff to help reconcile to Incode System.
- To develop TIRZ reporting with ACT Software.

CITY OF DONNA, TEXAS

DEPARTMENT: TAX ASSESSOR-COLLECTOR

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	51,426	53,687	54,531	55,525
HEALTH / DENTAL / LIFE INSURANCE	5,770	5,650	5,784	5,801
TMRS CONTRIBUTION	5,648	5,938	4,811	6,169
SOCIAL SECURITY & MEDICARE TAX	3,915	4,107	4,226	4,248
WORKERS' COMPENSATION INSURANCE	124	199	180	216
STATE UNEMPLOYMENT TAX	9	144	144	144
TOTAL PERSONNEL SERVICES	66,892	69,725	69,676	72,103
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	3,815	4,000	4,133	4,500
OFFICE SUPPLIES	748	1,000	566	700
TOTAL SUPPLIES & MATERIALS	4,563	5,000	4,699	5,200
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	12,000	12,000	12,000	12,000
EQUIPMENT REPAIRS	0	0	298	0
COMPUTER SOFTWARE MAINTENANCE	298	500	0	500
TOTAL MAINTENANCE & REPAIRS	12,298	12,500	12,298	12,500
<u>OTHER SERVICE & CHARGES</u>				
INSURANCE AND BONDS	1,000	1,000	0	1,000
TRAVEL AND/OR TRAINING	938	876	311	1,000
MEMBERSHIPS & SUBSCRIPTIONS	90	150	135	150
PROPERTY TAX PREPARATION SERVICES	775	2,000	758	2,000
HIDALGO COUNTY APPRAISAL DISTRICT	46,252	50,000	51,468	56,917
TOTAL OTHER SERVICE & CHARGES	49,055	54,026	52,672	61,067
TOTAL TAX ASSESSOR COLLECTOR	132,808	141,251	139,345	150,870

Department : Police

Service Area Description

The City of Donna Police Department provides professional and ethical law enforcement to our residents, businesses, and visitors, promoting a proactive approach in reducing crime, improving the quality of life, and making our community safe.



Mission & Services

- To serve and protect the lives and property of all citizens and visitors in Donna, Texas.
- To maintain/enhance customer service and citizen satisfaction.
- To maintain the public's health, safety, and welfare through a well-trained and dedicated staff.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	47	46	46	47
Part-time	0	0	0	0
Department Total:	47	46	46	47

Objectives & Performance Measures

- To respond to calls for service in a timely manner and deter criminal activity through continuous and visible patrols by maintaining an adequate fleet of marked patrol cars.
- To provide continuous investigations of criminal activities originating within the territorial jurisdiction of the City of Donna in an effort to improve in the case clearance rate.
- To retain quality police personnel by providing competitive departmental salaries.
- To promote a community oriented policing philosophy working in partnership with the community.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of calls for service	15,360	3,300	31,680	32,051
Number of traffic stops	1,344	8,500	7,951	8,250
Number of reportable crashes	220	600	501	550
Number of robbery cases	14	30	25	30
Number of adult arrests	264	950	840	925
Number of juvenile arrests	12	40	35	45

Goals

- To acquire grant funds to purchase a Sky Cop Surveillance system.
- To proceed with the renovation of a city owned health clinic into the new City public safety building.
- To implement new programs to lower the crime rate in the City of Donna.

CITY OF DONNA, TEXAS

DEPARTMENT: POLICE DEPARTMENT

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	1,890,691	2,026,828	2,161,538	2,058,879
OVERTIME WAGES	167,609	166,728	103,744	279,725
HEALTH / DENTAL / LIFE INSURANCE	254,181	276,730	268,962	272,637
TMRS CONTRIBUTION	227,739	243,301	208,226	262,163
SOCIAL SECURITY & MEDICARE TAX	154,640	168,287	163,421	180,518
WORKERS' COMPENSATION INSURANCE	41,187	75,161	53,980	78,082
STATE UNEMPLOYMENT TAX	707	6,901	7,361	6,912
TOTAL PERSONNEL SERVICES	2,736,753	2,963,936	2,967,232	3,138,916
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	351	1,250	431	420
WEARING APPAREL	31,694	9,700	8,052	16,000
FUEL AND LUBRICANTS	78,041	53,000	41,096	63,000
SMALL TOOLS AND EQUIPMENT	1,160	2,000	124	2,000
OFFICE SUPPLIES	9,550	10,400	9,427	13,320
JANITORIAL SUPPLIES	1,168	2,500	47,235	2,500
PEACE OFFICER SUPPLIES	4,859	5,000	5,014	5,000
MEALS/REFRESHMENT SUPPLIES	86	200	200	200
OFFICE EQUIPMENT / FURNITURE	13,149	6,500	6,411	6,500
SMALL RADIO EQUIPMENT & COMMUNICATION	3,909	4,000	2,518	4,000
SWAT TACTICAL EQUIPMENT	1,640	18,441	16,465	39,341
TOTAL SUPPLIES & MATERIALS	145,608	112,991	136,973	152,281
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	17,303	6,000	22,671	3,000
GUN RANGE IMPROVEMENTS	100	500	423	500
TOTAL PROPERTY & INFRASTRUCTURE	17,403	6,500	23,094	3,500
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	581	500	439	500
OFFICE EQUIPMENT MAINTENANCE	25,702	30,000	27,715	31,243
VEHICLE MAINTENANCE & REPAIRS	34,782	51,000	48,862	50,000
BUILDINGS	0	0	15,950	0
NETWORK MAINTENANCE & REPAIRS	1,558	1,000	690	20,000
TOTAL MAINTENANCE & REPAIRS	62,623	82,500	93,656	101,743
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	30,945	38,500	37,767	28,900
TRAVEL AND/OR TRAINING	7,444	11,800	6,962	8,440
UTILITY SERVICES	19,244	19,000	18,542	21,600
MEMBERSHIPS & SUBSCRIPTIONS	17,598	22,000	17,208	22,000
PROMOTIONAL EVENTS	1,922	500	(793)	2,200
OTHER PROFESSIONAL SERVICES	1,186	300	6,344	300
PRISONERS EXPENSES	107	500	0	500
EMPLOYMENT TESTS & EXAMS	2,336	3,000	605	1,530
INVESTIGATION EXPENDITURES	1,448	1,500	1,486	4,300
TOTAL OTHER SERVICE & CHARGES	82,229	97,100	88,121	89,770
<u>CAPITAL OUTLAY</u>				
OFFICE EQUIPMENT	0	22,356	18,035	0
MOTOR VEHICLES	343,695	0	0	0
STRUCTURES	0	0	0	53,250
TOTAL CAPITAL OUTLAY	343,695	22,356	18,035	53,250
TOTAL POLICE DEPARTMENT	3,388,311	3,285,383	3,327,111	3,539,460

Department : Fire

Service Area Description

The City of Donna Fire Department is responsible for fire suppression and rescue, emergency medical services, vehicle extrication, hazardous material response, emergency management, special events related to public safety, and public education.



Mission & Services

- protecting and preserving life over poverty.
- facilitating a well trained fire department to assist city departments in understanding their roles in emergency management.
- complying with State Firefighters and Fire Marshalls Association, Texas Commission on Fire Protection, National Fire Protection Association,

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	2	2	2
Part-time	0	0	0	0
Department Total:	1	2	2	2

Objectives & Performance Measures

- to meet State Firefighters and Fire Marshals Association, Texas Commission on Fire Protection, National Fire Protection Association, and Texas Department of Insurance requirements.
- to facilitate a well trained department to assist city departments in better understanding their roles in emergency managing.
- to create a Blocking Engine for the safety of the first responders working major scenes such as major accidents that could occur on the expressway.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of employee attendees for Annual Edinburg Event	6	6	7	7
Number of employees attending A&M Fire School	5	5	0	0
Number of City Emergency Calls	101	120	332	342
Number of County Emergency Calls	196	260	367	378
Number of Certification Trainings	2	2	9	3
Number of weeks practiced drills for 2 hours	52	52	26	52
Number of personnel trained	25	25	27	28
Number of site visits	N/A	N/A	8	6
Cumulative number of training hours	24	24	10	24
Number of training hours per uniformed personnel	2	2	2	2
Number of training bulletins issued	N/A	N/A	0	3

Goals:

- to create and design an explorer program for youth ages 13 to 17 years old in conjunction with the Boys Scouts of America.
- to create a First Responder Basic Life Support Unit where the department could have medics on board.
- to become part of the S.F.F.M.A. in order to submit fire fighter training hours.
- to create a Blocking Engine for the safety of the first responders working major scenes such as major accidents that could occur on the expressway.
- To recruit more volunteers.
- To design a Fire Academy in conjunction with Donna I.S.D. for high school students.
- To apply for grants to purchase much needed fire apparatuses and equipment.
- To continue the newly created Explorer Program Post 800 in conjunction with Boy Scouts of America.

CITY OF DONNA, TEXAS

DEPARTMENT: FIRE DEPARTMENT

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	26,496	44,775	49,171	47,782
OVERTIME WAGES	2,237	0	1,893	0
HEALTH / DENTAL / LIFE INSURANCE	4,722	11,289	9,039	11,601
TMRS CONTRIBUTION	6,669	18,952	15,761	13,509
SOCIAL SECURITY & MEDICARE TAX	2,176	3,425	3,292	3,793
WORKERS' COMPENSATION INSURANCE	8,069	5,980	4,295	6,542
STATE UNEMPLOYMENT TAX	9	208	298	288
TOTAL PERSONNEL SERVICES	50,378	84,629	83,749	83,515
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	50	25	0	125
WEARING APPAREL	4,940	500	1,065	1,000
FUEL AND LUBRICANTS	21,199	11,000	9,755	0
SMALL TOOLS AND EQUIPMENT	3,709	1,000	4,714	1,000
COOL WATER & FOAM FOR FIRES	632	1,000	490	1,500
OFFICE SUPPLIES	2,148	500	1,104	1,000
JANITORIAL SUPPLIES	324	500	377	1,500
MEALS/REFRESHMENT SUPPLIES	523	400	433	500
SPECIAL EVENTS AND ACTIVITIES	1,786	1,500	277	1,500
OFFICE EQUIPMENT / FURNITURE	7,357	0	0	4,500
EQUIPMENT FOR FIRE VEHICLES	820	1,000	1,351	2,000
MINOR EQUIPMENT-FIRE FIGHTERS	7,853	1,250	411	2,000
TOTAL SUPPLIES & MATERIALS	51,343	18,675	19,977	16,625
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING REPAIRS	1,871	1,000	547	1,500
MINOR PROPERTY IMPROVEMENTS	303	1,000	779	0
TOTAL PROPERTY & INFRASTRUCTURE	2,174	2,000	1,326	1,500
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	61	750	95	1,000
OFFICE EQUIPMENT MAINTENANCE	498	0	0	1,000
EQUIPMENT REPAIRS	0	2,000	2,135	2,000
VEHICLE MAINTENANCE & REPAIRS	20,220	18,500	26,274	18,500
COMMUNICATION EQUIPMENT MAINTENANCE & REPAIRS	383	500	4,432	1,500
FIRE HYDRANT MAINTENANCE & REPAIRS	534	0	0	500
TOTAL MAINTENANCE & REPAIRS	21,696	21,750	32,936	24,500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	17,989	16,000	21,320	16,000
TRAVEL AND/OR TRAINING	3,988	2,500	1,380	2,500
UTILITY SERVICES	8,268	9,000	12,714	10,000
MEMBERSHIPS & SUBSCRIPTIONS	10,383	10,232	10,999	11,000
FIRE PREVENTION SERVICES	1,470	0	989	2,500
STIPEND FOR FIRE CHIEF & FIRE FIGHTERS	165,082	132,597	121,205	132,597
EMPLOYMENT TESTS & EXAMS	35	0	0	0
TOTAL OTHER SERVICE & CHARGES	207,216	170,329	168,607	174,597
TOTAL FIRE DEPARTMENT	332,807	297,383	306,595	300,737

Department : Planning & Development

Service Area Description

The City of Donna Planning Department coordinates the development process, including review of subdivision plats, and of public hearing items.



Mission & Services

- performing plan reviews, site inspections, and manages planning studies.
- staff assists current and new business owners with permitting zoning designation, address verification, the platting process, annexation, and other related matters.
- staff implements zoning, parking, landscaping, signs, access management, and subdivision ordinances.
- continue engaging in visionary planning, building vibrant neighborhoods, and serving our residents, business, and visitors.

Personnel Summary

Personnel	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Full-time	1	1	1	1
Part-time	0	0	0	0
Department Total:	1	1	1	1

Objectives & Performance Measures

- To continue working on updating ordinances using statistics from surrounding communities of similar size to ensure the fee structure for permits is updated and comparable.
- To update land use map, define newly annexed areas according to future use.
- To provide opportunities for staff training and certifications.
- To update the City and Zoning Maps as necessary.
- To devise a plan for the next 3 years annexation plan.

Performance Indicators	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Number of Subdivisions	15	21	18	20
Number of Certificate of Compliance Issued	65	73	62	65
Number of CUP's	14	26	8	10
Number of Zone Changes	12	14	7	10
Number of Annexations	1	3	7	5
Urban County Funding	\$ 251,975	\$ 257,604	\$ 257,604	\$ 257,604
Number of 911 Addressed Issued	52	45	81	80

Goals

- To promote quality development and uses of the land through the conscientious application of zoning and building regulations.
- To facilitate economic growth through various plans and programs.
- To enhance the City's quality of life by developing safe public spaces and an interconnected network for alternative transportation, such as walking and biking.
- To continually assess existing ordinances, regulations, and processes administered by the division to streamline or amend as needed.
- To identify and apply for local, state, and/or federal assistance programs to further division's goals or to assist other City departments or agencies in their applications.

CITY OF DONNA, TEXAS

DEPARTMENT: PLANNING & DEVELOPMENT

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	66,411	73,298	73,696	74,659
HEALTH / DENTAL / LIFE INSURANCE	5,824	5,654	5,654	5,801
TMRS CONTRIBUTION	7,239	8,107	6,521	8,295
SOCIAL SECURITY & MEDICARE TAX	4,920	5,607	5,491	5,711
WORKERS' COMPENSATION INSURANCE	23	272	195	290
STATE UNEMPLOYMENT TAX	9	144	144	144
TOTAL PERSONNEL SERVICES	84,426	93,082	91,701	94,900
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	248	400	175	400
WEARING APPAREL	0	0	11,445	0
FUEL AND LUBRICANTS	3,813	3,000	2,288	2,800
OFFICE SUPPLIES	1,022	750	183	550
MEALS/REFRESHMENT SUPPLIES	54	500	18	500
SPECIAL EVENTS AND ACTIVITIES	193	500	487	1,000
OFFICE EQUIPMENT / FURNITURE	0	0	0	8,000
MINOR COMPUTER SOFTWARE	0	0	0	100
TOTAL SUPPLIES & MATERIALS	5,330	5,150	14,596	13,350
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	61	0	60	0
OFFICE EQUIPMENT MAINTENANCE	382	2,000	365	0
VEHICLE MAINTENANCE & REPAIRS	48	500	2,792	800
COMPUTER MAINTENANCE & REPAIRS	0	500	127	0
TOTAL MAINTENANCE & REPAIRS	490	3,000	3,344	800
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,643	3,000	1,191	3,000
TRAVEL AND/OR TRAININGS	(4)	4,876	0	5,000
TCEQ STORM WATER FEES	19,648	19,700	13,384	19,700
MEMBERSHIPS & SUBSCRIPTIONS	0	20,000	6,250	4,000
OTHER PROFESSIONAL FEES	0	0	590	0
EMPLOYMENT TESTS & EXAMS	0	0	60	0
HIDALGO COUNTY DISTRICT COUNTY CLERK	0	1,000	0	1,000
LAND & ROW INVESTIGATIONS	0	1,500	0	4,000
TOTAL OTHER SERVICE & CHARGES	21,287	50,076	21,475	36,700
TOTAL PLANNING & DEVELOPMENT	111,533	151,308	131,116	145,750

Department : Inspections

Service Area Description

The City of Donna Inspections Department is responsible for all permits and inspections for commercial and residential types.



Mission & Services

- protecting the Citizens of Donna by enforcing building codes.
- reviewing all building plans and applications to coordinate approval from other departments, County, and State agencies.
- inspecting all new construction, commercial and residential, additions and remodeling projects to ensure and maintain compliance with the Adopted Building, plumbing, mechanical, zoning, and National Electrical Codes, and with the County and State Health Regulations.
- Conducts facility inspections of existing buildings for new businesses in the community.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	1	1	1
Part-time	0	0	0	0
Department Total:	1	1	1	1

Objectives & Performance Measures

- process building permit applications, improve community access to online permit information, and conduct required inspections in a timely and efficient manner.
- promote private development, while ensuring compliance with City Codes & Ordinances.
- continue protecting our citizen's health, safety, and general welfare through efficient City Code Enforcement.
- continue promoting public awareness and use of the computerized permit program now available in the Code Enforcement Department.
- identify methods to standardize the plan review process in order to expedite approval.
- emphasize staff training and examinations through ICC to obtain appropriate field inspection certifications for Inspectors and office personnel.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Citizens contacts	550	600	424	510
Number of Permits sold	1,828	1,500	1,113	2,000
Number of Inspections completed	696	600	260	350
Number of Plan reviews (elec., building, mech., plumbing)	665	300	148	250
Number of Garage Sale permits sold	710	710	385	500
Number of New Dwelling (Residential) permits sold	36	50	41	40
Number of New Commercial permits sold	6	20	11	15

Goals

- To provide ethical and professional customer service standards with enduring respect for our customers and public trust.
- To review and process permit applications and plans expeditiously and efficiently.
- To complete inspections expeditiously to ensure compliance with Building Codes and City Ordinances.
- To complete demolitions of substandard structures to guarantee safety and public welfare.
- To increase the number of liens being processed.

CITY OF DONNA, TEXAS

DEPARTMENT: INSPECTIONS

FUND: GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	45,046.37	47,528.00	47,628.00	49,028.00
OVERTIME	933.61	0	927	0
HEALTH / DENTAL / LIFE INSURANCE	5,741.50	5,649.00	5,760.00	5,801.00
TMRS CONTRIBUTION	5,056.23	5,257.00	4,330.00	5,614.00
SOCIAL SECURITY & MEDICARE TAX	3,478.93	3,636.00	3,785.00	3,865.00
WORKERS' COMPENSATION INSURANCE	251.56	399	360	422
STATE UNEMPLOYMENT TAX	9	144	144	144
TOTAL PERSONNEL SERVICES	60,517.20	62,613.00	62,934.00	64,874.00
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICES	317.77	300	260	450
WEARING APPAREL	46.86	100	0	40
SMALL TOOLS AND EQUIPMENT	0	276	0	400
OFFICE SUPPLIES	849.76	200	736	305
OFFICE EQUIPMENT / FURNITURE	160	500	480	2,370.00
TOTAL SUPPLIES & MATERIALS	1,374.39	1,376.00	1,476.00	3,565.00
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	389.2	2,000.00	3,907.00	2,040.00
VEHICLE MAINTENANCE & REPAIRS	900	0	0	120
TOTAL MAINTENANCE & REPAIRS	1,289.20	2,000.00	3,907.00	2,160.00
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	443.51	1,200.00	515	840
TRAVEL AND/OR TRAINING	725.03	5,000.00	303	2,500.00
MEMBERSHIPS & SUBSCRIPTIONS	135	500	135	250
OTHER PROFESSIONAL FEES	7,950.00	7,000.00	7,760.00	7,000.00
TOTAL OTHER SERVICE & CHARGES	9,253.54	13,700.00	8,713.00	10,590.00
TOTAL INSPECTIONS	72,434.33	79,689.00	77,030.00	81,189.00

Department : Public Works

Service Area Description

The City of Donna Public Works Department continues to oversee the operations of the service and maintenance of the City in an effort to make it a better environment for the Citizens.



Mission & Services

- administering, planning, maintenance, constructing, and managing the City's roadway system.
- installing and maintenance all traffic control signs, regulatory signs, and pavement markings necessary to provide for a safe and efficient traffic movement.
- maintenance new sidewalks, drainage structures, and responding to all weather related emergency calls.

Personnel Summary

Personnel	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Full-time	17	17	25	25
Part-time	1	1	1	1
Department Total:	18	18	26	26

Objectives & Performance Measures

- to continue to develop and implement a road surface management program.
- to develop a street lighting improvement program.
- to install drainage structures to provide for positive drainage outfall ; to keep open ditches clear of debris and obstructions.
- to develop and implement a maintenance improvement plan for newly annexed areas.
- to continue to work closely with local, state, and federal agencies.
- implement and oversee Storm Water Management Pollution Prevention Plan (a.operations, b.outreach, and c.enforcement).

Performance Goals	Actual	Budget	Actual	Budget
	2018-2019	2019-2020	2019-2020	2020-2021
Number of Response to citizen's requests for services	500	671	495	650
Number of Street/Road Improvement Projects	15	16	12	14
Number of Open Records Requests	10	14	12	15
Number of Drainage Improvement Projects	10	13	10	12
Number of Valley Gutter Improvement Projects.	10	12	10	11
Number of Trees Pruned	100	112	110	115

Goals

- to complete 21 Street Improvement projects throughout the year, streets included but not limited to are Miller Avenue, Hester Avenue, Silver Avenue, Fordyce, Lissner, Benitez, and Champion Avenue.
- to complete 5 Drainage Improvement Projects which include South 11th Street, North Avenue, South 4th Street, Stites Street, and North 493.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: PUBLIC WORKS

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL <u>2018-2019</u>	AMENDED BUDGET <u>2019-2020</u>	ESTIMATED REV/EXP <u>2019-2020</u>	CITY COUNCIL APPROVED <u>2020-2021</u>
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	730,503	795,280	799,814	904,745
PART-TIME WAGES	14,158	13,975	14,651	16,014
OVERTIME WAGES	22,069	18,000	14,650	0
HEALTH / DENTAL / LIFE INSURANCE	126,298	124,224	128,457	145,016
TMRS CONTRIBUTION	80,525	87,549	73,019	102,296
SOCIAL SECURITY & MEDICARE TAX	57,120	63,438	63,682	70,438
WORKERS' COMPENSATION INSURANCE	47,359	74,292	66,695	84,539
STATE UNEMPLOYMENT TAX	344	2,988	4,187	3,744
TOTAL PERSONNEL SERVICES	<u>1,078,375</u>	<u>1,179,746</u>	<u>1,165,155</u>	<u>1,326,792</u>
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	13	100	0	100
WEARING APPAREL	37,780	36,000	21,197	20,000
FUEL AND LUBRICANTS	71,434	40,000	41,284	40,000
SMALL TOOLS AND EQUIPMENT	18,599	15,150	23,810	15,150
CHEMICALS	6,862	7,000	7,158	7,000
OFFICE SUPPLIES	555	2,400	846	2,400
JANITORIAL SUPPLIES	1,936	2,500	2,968	2,500
MEALS/REFRESHMENT SUPPLIES	4,702	0	8,646	4,000
OFFICE EQUIPMENT / FURNITURE	238	3,600	770	3,600
BAD WEATHER MATERIALS - PUBLIC	3,335	0	2,800	0
TOTAL SUPPLIES & MATERIALS	<u>145,453</u>	<u>106,750</u>	<u>109,479</u>	<u>94,750</u>
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	2,159	2,000	4,284	2,000
A/C &/OR HEATING MAINTENANCE & REPAIRS	0	1,500	230	1,500
GROUNDS MAINTENANCE & REPAIRS	1,712	2,500	116	2,500
PARKING LOT MAINTENANCE	0	800	718	800
TOTAL PROPERTY & INFRASTRUCTURE	<u>3,871</u>	<u>6,800</u>	<u>5,348</u>	<u>6,800</u>
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	14,535	8,000	20,944	8,000
OFFICE EQUIPMENT MAINTENANCE	3,280	1,500	957	1,500
EQUIPMENT REPAIRS - LARGE EQUIPMENT	33,888	35,000	42,732	35,000
VEHICLE MAINTENANCE & REPAIRS	47,499	30,000	52,535	30,000
TOTAL MAINTENANCE & REPAIRS	<u>99,202</u>	<u>74,500</u>	<u>117,168</u>	<u>74,500</u>
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	10,730	10,000	11,880	10,000
TRAVEL AND/OR TRAINING	2,385	3,000	845	1,500
UTILITY SERVICES	12,764	13,000	11,016	13,000
PUBLIC WORKS SECURITY SERVICES	10,251	5,940	6,776	5,940
MEMBERSHIPS & SUBSCRIPTIONS	4,466	4,500	5,446	4,500
RENTAL & LEASES	625	600	12,288	600
OTHER PROFESSIONAL FEES	0	300	450	300
FIRE PREVENTION SERVICES	587	500	(58)	500
EMPLOYMENT TESTS & EXAMS	110	1,000	105	200
COMMUNITY CLEAN-UP EXPENDITURES	0	1,000	7,053	1,000
DAMAGE CLAIMS AGAINST CITY CREW	495	500	1,950	500
ROLL-OFF BINS-TIRES COLLECTED	8,604	6,500	13,304	6,500
ROLL-OFF BINS FOR PUBLIC WORKS	0	0	1,987	50,000
TOTAL OTHER SERVICE & CHARGES	<u>51,018</u>	<u>46,840</u>	<u>73,042</u>	<u>94,540</u>
<u>CAPITAL OUTLAY</u>				
MOTOR VEHICLES	235,908	22,492	0	0
MACHINES & EQUIPMENT	57,577	88,000	88,495	0
TOTAL CAPITAL OUTLAY	<u>293,485</u>	<u>110,492</u>	<u>88,495</u>	<u>0</u>
TOTAL PUBLIC WORKS	<u>1,671,404</u>	<u>1,525,128</u>	<u>1,558,687</u>	<u>1,597,382</u>

Department : City Vehicle Maintenance

Service Area Description

The City of Donna City Vehicle Maintenance Department maintains and repairs all emergency and city vehicles.



Mission & Services

- maintenance all emergency generators to ensure they are fueled and running in the event of an emergency.
- verifying vehicle serviceability by conducting test drives and adjusting controls and systems when necessary.
- maintaining vehicle records by recording all services and repairs.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	1	1	1
Part-time	0	0	0	0
Department Total:	1	1	1	1

Objectives & Performance Measures

- to continue to repair all emergency and city vehicles.
- to enroll in trainings and seminars that will enhance the abilities to repair vehicles in a more efficient manner.
- to expand mechanical shop area with the latest up to date equipment to better serve the City.
- to upgrade the software currently used to detect and inspect city vehicles.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of vehicles served	700	1,294	1,149	1,200
Number of employee trainings	5	6	5	7
Number of emergency response units serviced	60	13	12	15
Number of repair orders completed	1,000	1,024	1,004	1,025

Goals

- to learn new skills and adopt new effective practices in auto mechanics.
- to improve customer service and citizen satisfaction.

CITY OF DONNA, TEXAS

DEPARTMENT: CITY VEHICLE MAINTENANCE

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	29,358	31,896	31,861	33,495
OVERTIME WAGES	128	400	97	0
HEALTH / DENTAL / LIFE INSURANCE	5,708	5,646	5,724	5,801
TMRS CONTRIBUTION	3,239	3,583	2,838	3,721
SOCIAL SECURITY & MEDICARE TAX	2,217	2,478	2,452	2,562
WORKERS' COMPENSATION INSURANCE	417	1,116	1,000	1,344
STATE UNEMPLOYMENT TAX	9	137	151	144
TOTAL PERSONNEL SERVICES	41,076	45,256	44,123	47,067
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	1,533	625	342	325
FUEL AND LUBRICANTS	464	250	36	250
SMALL TOOLS AND EQUIPMENT	413	1,500	774	750
JANITORIAL SUPPLIES	507	1,250	369	450
OTHER SUPPLIES	41	0	0	0
TOTAL SUPPLIES & MATERIALS	2,958	3,625	1,521	1,775
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIR - SMALL EQUIPMENT	0	250	129	250
VEHICLE MAINTENANCE & REPAIRS	912	1,000	45	500
TOTAL MAINTENANCE & REPAIRS	912	1,250	174	750
<u>OTHER SERVICE & CHARGES</u>				
TRAVEL AND/OR TRAINING	261	183	0	0
TOTAL OTHER SERVICE & CHARGES	261	183	0	0
TOTAL CITY VEHICLE MAINTENANCE	45,207	50,314	45,818	49,592

Department : Sanitation

Service Area Description

The City of Donna Sanitation Department is contracted through Republic Services. Their services include picking up residential and commercial garbage on a timely basis.



Mission & Services

- picking up residential garbage once a week, 52 weeks a year.
- picking up commercial carts once up to twice a week, 52 weeks a year.
- replacing damaged garbage cans upon request from customer.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	0	0	0	0
Part-time	0	0	0	0
Department Total:	0	0	0	0

Objectives & Performance Measures

- to improve customer service when taking requests from customers.
- to continually improve on all services offered.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Total Residential Accounts billed per month	275	350	371	375
Total Commercial Accounts billed per month	4,486	6,000	5,974	6,150

Goals

- to improve customer service and citizen satisfaction.
- to improve response time for services when taking requests from customers.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: SANITATION SERVICES

FUND 11: GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>OTHER SERVICE & CHARGES</u>				
NAWS GARBAGE/BRUSH BILLING FEE	16,076	16,094	14,914	16,094
AWS FEES FOR ADDITIONAL CARTS	81,244	85,000	90,129	85,000
RESIDENTIAL SERVICES-AWS CONTRACT	1,167,360	1,206,635	1,240,700	1,251,635
ROLL OFF BINS FOR ASH	0	0	0	24,000
TOTAL OTHER SERVICE & CHARGES	1,264,681	1,307,729	1,345,743	1,376,729
<u>CAPITAL OUTLAY</u>				
MOTOR VEHICLES	0	161,511	176,383	0
MACHINES & EQUIPMENT	0	168,900	171,131	0
TOTAL CAPITAL OUTLAY	0	330,411	347,514	0
TOTAL SANITATION SERVICES	1,264,681	1,638,140	1,693,257	1,376,729

Department : Streets & Roadways

Service Area Description

The City of Donna Streets & Roadways Department oversees the daily operations of traffic safety, maintenance and construction crews.



Mission & Services

- performing road maintenance and construction, paving and drainage improvements according to the Five-Year Capital Improvement Plan, which includes chip seals, overlays, street reconstruction, paving and storm water construction and maintenance.
- maintaining roadways free from debris, applying herbicide and trimming tree branches obstructing any areas in order to improve traffic.
- maintaining and repairing all pot holes throughout the City limits on a regular basis.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	0	0	0	0
Part-time	0	0	0	0
Department Total:	0	0	0	0

Objectives & Performance Measures

- to increase the level of paving and drainage improvements in accordance with the Five-Year Capital Improvement Program.
- to increase the level of street sweeping services with a weekly schedule.
- to take part in maintenance projects with TxDot to gradually assume full responsibility for maintenance along state roads within City limits to include traffic signals, school beacons, intersections flashing beacons, regulators, and street name signs.
- to replace all street name signs within our City limits to now include recently annexed areas.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Total tons of hot mix used	5,897	6,000	5,959	6,078
Total tons of caliche used	1,154	1,275	1,250	1,275
Total tons of cold mix used	795	813	800	816
Total tons of traffic paint used	319	345	350	357
Total number of traffic signs maintained	505	510	505	515
Total number of Drain Ditch Maintenance jobs performed	50	30	32	33

Objectives & Performance Measures

- to continue to improve service delivery when road striping, asphalt work, or any other service delivery.
- to continue promoting programs with a conservation focus.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: STREETS & ROADWAYS

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PROPERTY & INFRASTRUCTURE</u>				
STREET MAINTENANCE & REPAIRS	67,598	65,000	101,441	105,347
STREET SIGN MAINTENANCE & REPAIRS	7,496	7,000	4,723	7,000
TOTAL PROPERTY & INFRASTRUCTURE	75,094	72,000	106,164	112,347
<u>OTHER SERVICE & CHARGES</u>				
ELECTRICITY FOR FREEWAY LIGHTS	33,579	33,500	33,822	33,500
ELECTRICITY FOR STREET LIGHTS	182,806	175,000	188,686	175,000
STREET LIGHT INSTALLATION	1,313	0	0	0
TOTAL OTHER SERVICE & CHARGES	217,698	208,500	222,508	208,500
<u>CAPITAL OUTLAY</u>				
LAND	0	0	5,986	0
STREETS, ALLEYS, & SIDEWALKS	0	117,264	63,750	0
TXDOT SIDEWALK PROJECT	44,073	389,953	6,207	389,953
TOTAL CAPITAL OUTLAY	44,073	507,217	75,943	389,953
TOTAL STREET & ROADWAYS	336,865	787,717	404,615	710,800

Department : Community Support Services

Service Area Description

The City of Donna Community Support is responsible for cleaning and maintaining all of the City of Donna rental centers and keeping them in exceptional operating condition.



Mission & Services

- maintaining all rental centers on a daily basis to ensure they are kept clean and ready for use.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	0	0	0	0
Part-time	0	0	0	0
Department Total:	0	0	0	0

Objectives & Performance Measures

- To continue improving on maintaining all City rental centers.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Rental Centers	3	3	3	3

Goals:

- to improve customer service and citizen satisfaction.
- to continue promoting programs with a conservation focus.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: COMMUNITY SUPPORT SERVICES

FUND 11: GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>SUPPLIES & MATERIALS</u>				
JANITORIAL SUPPLIES-ADV & PAVILION	0	500	174	500
MINOR EQUIPMENT	0	100	0	0
TOTAL SUPPLIES & MATERIALS	0	600	174	500
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE DMC, ADV, CC	1,497	1,500	6,358	0
A/C &/ HEATING M. & R. ADV, CC, DMC	3,627	2,500	475	2,500
A.D.V. BULDING MAINTENANCE & REPAIRS	1,450	500	0	500
COMMUNITY CENTER MAINT. & REPAIRS	0	0	470	0
D.M.C. A/C MAINTENANCE & REPAIRS	0	0	365	0
ADV & PAV. JANITORIAL SERVICES	1,496	1,000	457	1,000
TOTAL PROPERTY & INFRASTRUCTURE	8,070	5,500	8,125	4,000
<u>OTHER SERVICE & CHARGES</u>				
UTILITY SERVICES	28,524	27,750	20,779	27,750
MEMBERSHIPS & SUBSCRIPTIONS	5,000	5,000	5,000	5,000
FIRE PREVENTION SERVICES	9	50	0	0
TOTAL OTHER SERVICE & CHARGES	33,533	32,800	25,779	32,750
TOTAL COMMUNITY SUPPORT SERVICES	41,603	38,900	34,078	37,250

Department : Parks & Recreation

Service Area Description

The City of Donna Parks & Recreation Department strives to enrich the lives of citizens by providing leisure opportunities, experiences, and partnerships.



Mission & Services

- providing an alternate choice of activities that can be done with the family in our newly remodeled parks and play capes.
- upkeeping and maintainancing all parks by continually landscaping and repairing any outdoor equipment as needed.
- continue to support and participate in all holiday programs, special events, parades, festivals, and outdoor events.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	2	2
Seasonal	28	28	21	0
Department Total:	30	30	23	2

Objectives & Performance Measures

- To continue to provide a safe family oriented environment for all citizens.
- To always ensure all parks have been properly prepared for in preparation of sports activities and/or events.
- To always improve the quality of all parks by purchasing sports equipment.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Parks maintained	6	6	6	6
Number of Baseball Parks maintained	3	3	3	3

Goals

- To begin a community garden and encourage all surrounding schools to participate.
- To install a walking trail in all parks.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: PARKS & RECREATION

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	78,433	51,688	51,688	101,307
PART-TIME WAGES	51,351	22,000	0	0
OVERTIME WAGES	3,051	2,900	1,213	0
HEALTH / DENTAL / LIFE INSURANCE	15,916	11,290	10,250	17,402
TMRS CONTRIBUTION	8,506	6,049	6,035	11,255
SOCIAL SECURITY & MEDICARE TAX	10,053	9,692	4,024	7,750
WORKERS' COMPENSATION INSURANCE	2,910	4,253	3,055	6,967
STATE UNEMPLOYMENT TAX	137	273	324	432
TOTAL PERSONNEL SERVICES	170,358	108,145	76,589	145,113
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	4,253	2,500	1,862	625
FUEL AND LUBRICANTS	3,159	1,500	1,682	1,500
SMALL TOOLS AND EQUIPMENT	1,301	1,000	4,178	1,000
CHEMICALS	314	500	0	500
OFFICE SUPPLIES	141	500	0	500
JANITORIAL SUPPLIES	2,890	2,000	1,907	2,000
OTHER SUPPLIES	229	0	0	0
MEALS/REFRESHMENT SUPPLIES	4,131	1,000	621	0
SPECIAL EVENTS AND ACTIVITIES	769	1,000	2,671	0
OFFICE EQUIPMENT / FURNITURE	4,614	1,500	2,315	1,500
MINOR EQUIPMENT	255	0	0	0
RECREATIONAL EQUIPMENT	7,933	5,000	3,623	0
TOTAL SUPPLIES & MATERIALS	29,990	16,500	18,859	7,625
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANANCE	7,608	5,500	5,564	0
A/C &/OR HEATING MAINTENANCE & REPAIRS	615	1,375	0	1,375
GROUNDS MAINTENANCE & REPAIRS	6,576	7,000	(372)	7,000
PARKING LOT MAINTENANCE & REPAIRS	3,057	0	0	0
PARK LIGHTS MAINTENANCE & REPAIRS	1,818	2,000	2,840	2,000
OTHER MAINTENANCE & REPAIRS	1,452	2,000	0	0
TOTAL PROPERTY & INFRASTRUCTURE	21,125	17,875	8,032	10,375
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	4,251	2,500	1,666	2,500
EQUIPMENT RENTALS	103	0	255	0
OFFICE EQUIPMENT MAINTENANCE	3,345	0	2,107	0
VEHICLE MAINTENANCE & REPAIRS	1,295	1,000	3,211	1,000
TOTAL MAINTENANCE & REPAIRS	8,994	3,500	7,239	3,500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	2,047	2,000	3,926	2,000
UTILITY SERVICES	32,121	29,500	30,045	29,500
MEMBERSHIPS & SUBSCRIPTIONS	0	0	42	0
FIRE PREVENTION SERVICES	97	0	0	0
EMPLOYMENT TESTS & EXAMS	1,295	0	35	0
TOTAL OTHER SERVICE & CHARGES	35,560	31,500	34,048	31,500
TOTAL PARKS AND RECREATION	266,028	177,520	144,767	198,113

Department : Municipal Swimming Pool

Service Area Description

The City of Donna Municipal Swimming Pool Department continues to serve a diverse community by providing aquatic programming, special events, and provides for a small fee a space for birthday parties, school outings, and corporate events.



Mission & Services

- providing a citywide Learn-to-Swim program which is made accessible for all ages to take part in and learn the important skills of water safety.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	0	0	0	0
Seasonal	17	14	10	0
Department Total:	17	14	10	0

Objectives & Performance Measures

- to offer a new program, water aerobics, to consist of light warm-up exercises in shallow water working up to more vigorous aerobic exercises.
- to offer adaptive aquatics, an instructional swimming program for young people with disabilities. Focus is placed on an individual's abilities and not their disabilities.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Learn to Swim Participants	650	711	0	600
Number of Pool Rentals	35	52	0	45
Number of Public Swimming Participants	7,500	7,800	0	7,000

Goals

- to offer the public special events such as an Underwater Egg Hunt, Bark-N-Splash, Aquafest, Dive-In Movie, Doggie-Day at the Pool, and Camp Cascade.
- to improve customer service and citizen satisfaction.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: MUNICIPAL SWIMMING POOL

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
PART-TIME WAGES	30,641	37,400	0	0
OVERTIME WAGES	4,434	0	0	0
SOCIAL SECURITY & MEDICARE TAX	2,683	2,861	0	0
WORKERS' COMPENSATION INSURANCE	547	1,233	884	0
STATE UNEMPLOYMENT TAX	7	56	28	0
TOTAL PERSONNEL SERVICES	38,313	41,550	912	0
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	125	0	0	0
SMALL TOOLS AND EQUIPMENT	147	1,000	0	1,000
CHEMICALS	6,439	2,750	5,532	2,750
JANITORIAL SUPPLIES	463	217	0	217
MEALS/REFRESHMENT SUPPLIES	249	100	0	100
OFFICE EQUIPMENT / FURNITURE	382	500	0	0
EQUIPMENT OR FIXTURES FOR POOL	2,118	2,000	(63)	2,000
RECREATIONAL & EDUCATIONAL EQUIPMENT	0	500	0	0
TOTAL SUPPLIES & MATERIALS	9,924	7,067	5,469	6,067
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	586	0	423	0
SWIMMING POOL MAINTENANCE & REPAIRS	3,766	4,000	432	4,000
TOTAL PROPERTY & INFRASTRUCTURE	4,352	4,000	855	4,000
<u>MAINTENANCE & REPAIRS</u>				
PUMP MAINTENANCE & REPAIRS	732	2,000	22	2,000
TOTAL MAINTENANCE & REPAIRS	732	2,000	22	2,000
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	485	400	516	400
TRAVEL AND/OR TRAININGS	0	400	0	0
UTILITY SERVICES	19,262	13,000	7,766	10,000
FIRE PREVENTION SERVICES	6	75	0	0
TOTAL OTHER SERVICE & CHARGES	19,753	13,875	8,282	10,400
TOTAL SWIMMING POOL	73,073	68,492	15,540	22,467

Department: Code Enforcement & Health Inspections



Service Area Description

The City of Donna Code Enforcement & Health Inspections Department focuses on education to gain compliance with city ordinances pertaining to maintenance, sanitation, and safety of existing residential and commercial properties.

Mission & Services

- protecting all citizen's health, safety, and general welfare through efficient City Inspections and Code Enforcement.
- City Inspector thoroughly reviewing all business applications and coordinating approval from all departments.
- responding to citizen's concerns and requests for services related to the abatement of weedy lots, dilapidated structures, junked vehicles, and other nuisances.
- conducting facility inspections of existing buildings for new businesses in the community.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	2	2
Part-time	0	0	0	0
Department Total:	2	2	2	2

Objectives & Performance Measures

- to promote private development while ensuring compliance with City Codes & Ordinance.
- to continue protecting citizen's health, safety, and general welfare through efficient City Code Enforcement.
- to increase public awareness and use of the computerized permit program available now in the Code Enforcement Department.
- to emphasize staff development and continued education for better staff utilization and improved performance.
- to establish a health division to inspect restaurants and other facilities serving food.
- to improve customer information system through the provision of updated written materials and permit application requirements.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Citizens contacts	635	650	200	300
Number of Business Permits	135	450	420	400
Number of Active Businesses (including flea market vendors)	39	40	350	300
Number of Health Inspections performed	275	300	410	400
Number of Weedy Lots reported	461	500	125	100
Number of Release of Liens created	125	150	42	50
Number of Care of Premise Letters prepared	41	50	40	50
Number of Invoices prepared	297	300	100	120

Goals

- To continue Code Enforcement presence to encourage voluntary compliance of environmental and health codes.
- To inspect all retail food establishments twice a year as required by State Law.
- To ensure well maintained properties.
- To promote cleaner properties by enforcing illegal dumping and city cleanups.

CITY OF DONNA

DEPARTMENT: CODE ENFORCEMENT & HEALTH INSPECTIONS

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	68,568	74,696	69,169	78,033
OVERTIME WAGES	596	0	845	0
HEALTH / DENTAL / LIFE INSURANCE	10,008	11,294	10,526	11,601
TMRS CONTRIBUTION	7,569	8,261	7,867	8,781
SOCIAL SECURITY & MEDICARE TAX	5,213	5,714	5,345	6,046
WORKERS' COMPENSATION INSURANCE	2,954	277	198	307
STATE UNEMPLOYMENT TAX	139	288	288	288
TOTAL PERSONNEL SERVICES	95,047	100,530	94,238	105,056
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	527	250	81	750
WEARING APPAREL	494	150	0	0
OFFICE SUPPLIES	473	750	0	680
OFFICE EQUIPMENT & FURNITURE	0	0	0	1,200
MINOR EQUIPMENT	0	0	4,995	0
TOTAL SUPPLIES & MATERIALS	1,494	1,150	5,076	2,630
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE	3,000	1,500	0	500
VEHICLE MAINTENANCE & REPAIRS	706	100	(2,814)	170
TOTAL MAINTENANCE & REPAIRS	3,706	1,600	(2,814)	670
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,659	1,000	944	1,200
TRAVEL AND/OR TRAINING	1,198	2,500	0	2,500
MEMBERSHIPS & SUBSCRIPTIONS	3,250	0	0	0
RELEASE LOT LIEN FEES	364	(48)	244	750
TOTAL OTHER SERVICE & CHARGES	6,471	3,452	1,188	4,450
TOTAL CODE ENFORCEMENT & HEALTH INSPECTIONS	106,718	106,732	97,688	112,806

Department: Animal Control

Service Area Description

The City of Donna Animal Control Department continues to serve a diverse community by capturing and removing stray, uncontrolled, or abused animals from undesirable conditions.



Mission & Services

- responding to all animal bite emergency calls received by the police department.
- educating the public on pet laws and licensing, animal control operations and general animal care.
- investigating claims about pets and wildlife thought to be abused, neglected, dangerous, abandoned, and/or lost.
- arrange temporary shelter for unclaimed animals.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	1	1	1
Part-time	0	0	0	0
Department Total:	1	1	1	1

Objectives & Performance Measures

- to host an annual low cost rabies vaccinations clinic for the public.
- to continue to transport sick, injured, and surrendered animals to assigned facility for rescue or humane euthanasia.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of animals (dogs, cats, racoons, coyotes, squirrels, and exotic pets) transported	599	697	684	711
Number of employee trainings completed	5	5	5	5
Number of Animal Control Officers	2	2	2	2

Goals

- to improve response time to all animal bite emergency calls received by the police department.
- to implement education to the public on pet laws and licensing, animal control operations and general animal care.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA

DEPARTMENT: ANIMAL CONTROL

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	35,546	29,714	35,746	31,561
OVERTIME WAGES	5,948	3,900	2,982	0
HEALTH / DENTAL / LIFE INSURANCE	5,703	5,646	5,249	5,801
TMRS CONTRIBUTION	4,578	3,839	4,293	3,506
SOCIAL SECURITY & MEDICARE TAX	3,110	2,656	2,890	2,414
WORKERS' COMPENSATION INSURANCE	1,326	1,788	1,284	1,894
STATE UNEMPLOYMENT TAX	9	144	144	144
TOTAL PERSONNEL SERVICES	56,220	47,687	52,588	45,320
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	1,961	150	221	150
FUEL AND LUBRICANTS	4,513	3,000	2,122	3,000
CHEMICALS	2,684	3,000	14	3,000
OFFICE SUPPLIES	242	400	0	400
JANITORIAL SUPPLIES	147	250	280	250
PREPRINTED FORMS	328	0	0	0
MEALS/REFRESHMENT SUPPLIES	267	250	20	250
MINOR EQUIPMENT	818	500	4,422	500
ANIMAL CONTROL SUPPLIES	617	500	1,016	500
TOTAL SUPPLIES & MATERIALS	11,578	8,050	8,095	8,050
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	0	0	12,031	0
TOTAL PROPERTY & INFRASTRUCTURE	0	0	12,031	0
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	390	500	2,174	500
VEHICLE MAINTENANCE & REPAIRS	655	7,000	5,542	7,000
TOTAL MAINTENANCE & REPAIRS	1,045	7,500	7,716	7,500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	0	400	0	400
TRAVEL AND/OR TRAININGS	332	376	0	376
MEMBERSHIPS & SUBSCRIPTIONS	0	50	0	50
ANIMAL DISPOSITION CONTRACT	47,850	50,000	22,654	50,000
TOTAL OTHER SERVICE & CHARGES	48,182	50,826	22,654	50,826
TOTAL ANIMAL CONTROL	117,025	114,063	103,084	111,696

Department: Cemetery

Service Area Description

The City of Donna Cemetery department continues to serve a diverse community in cleaning and preparing areas for burials.



Mission & Services

- assisting and providing services related to funeral/burial services when it pertains to the burial site.
- maintaining the cemetery's appearance.
- landscaping and ensuring all trash is removed on a daily basis.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	1	2	1	1
Part-time	0	0	0	0
Department Total:	1	2	1	1

Objectives & Performance Measures

- to replace and upgrade the water lines at the cemetery.
- to redo and paint all signs displaying rules and regulations.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of burials	35	39	37	38
Number of work orders completed	99	107	105	110
Number of trees planted	Upcoming Measure FY2022			

Goals

- to begin planting trees and brushes to enhance scenery for all citizens.
- to promote cleaner properties by enforcing illegal dumping and city cleanups.
- to maintain a highly trained and capable staff for operations.
- to help prevent illegal dumping throughout the City.

CITY OF DONNA

DEPARTMENT: CEMETERY

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	25,885	26,936	26,728	28,294
OVERTIME WAGES	745	400	5	0
HEALTH / DENTAL / LIFE INSURANCE	6,650	5,645	5,242	5,801
TMRS CONTRIBUTION	2,933	3,034	2,944	3,143
SOCIAL SECURITY & MEDICARE TAX	2,034	2,099	2,005	2,164
WORKERS' COMPENSATION INSURANCE	2,168	1,564	1,123	1,880
STATE UNEMPLOYMENT TAX	9	115	144	144
TOTAL PERSONNEL SERVICES	40,424	39,793	38,191	41,426
<u>SUPPLIES & MATERIALS</u>				
COST OF PLOTS SOLD	2,399	0	0	0
WEARING APPAREL	2,668	750	807	150
FUEL AND LUBRICANTS	336	500	0	500
SMALL TOOLS AND EQUIPMENT	1,591	750	1,426	750
CHEMICALS	65	400	118	400
OFFICE SUPPLIES	0	300	0	300
JANITORIAL SUPPLIES	803	500	661	500
OTHER SUPPLIES	65	0	0	0
MEALS/REFRESHMENT SUPPLIES	246	200	21	200
TOTAL SUPPLIES & MATERIALS	8,172	3,400	3,033	2,800
<u>PROPERTY & INFRASTRUCTURE</u>				
GROUNDS MAINTENANCE & REPAIRS	2,738	1,000	1,946	1,000
TOTAL PROPERTY & INFRASTRUCTURE	2,738	1,000	1,946	1,000
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	633	500	868	500
VEHICLE MAINTENANCE & REPAIRS	548	500	427	500
TOTAL MAINTENANCE & REPAIRS	1,181	1,000	1,295	1,000
<u>OTHER SERVICE CHARGES</u>				
TELECOMMUNICATION SERVICES	0	200	0	200
TRAVEL AND/OR TRAINING	0	405	0	0
UTILITY SERVICES	18,377	17,000	6,491	17,000
RENTAL & LEASES	1,575	500	391	500
TOTAL OTHER SERVICE & CHARGES	19,952	18,105	6,882	17,700
<u>CAPITAL OUTLAY</u>				
BUILDINGS & STRUCTURES	0	0	0	50,000
TOTAL CAPITAL OUTLAY	0	0	0	50,000
TOTAL CEMETERY	72,467	63,298	51,347	113,926

Department : Library

Service Area Description

The City of Donna Library continues to serve a diverse community of 24,500 people. The Library strives to provide quality programs that will entertain, teach, and empowers our community.



Mission & Services

- providing citywide services connecting people through welcoming spaces, resources, and relevant technology.
- providing internet services for the public at a convenient place and time.
- increase the circulation of materials at the Library.
- continuing to provide a broad spectrum of library services for the population of Donna.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	5	5	5	4
Part-time	2	2	2	2
Department Total:	7	7	7	6

Objectives & Performance Measures

- To provide programs and activities that will encourage young citizens to become life-long readers and to also emphasize to the library users a foundation for academic successes.
- To serve over 75,000 people during the next year.
- Expected increase of 5% in the use of services provided.
- 24 Hour wireless services will be made available.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of users	62,893	71,500	19,115	75,000
Number of Library Cards issued	1,108	1,505	879	1,800
Number of Circulations	11,701	5,810	4,660	6,000
Number of Cash Receipts Issued	20,126	16,214	14,205	17,000
Number of ILL Borrowed	2	17	6	100
Number of Programs Offered	867	1,573	739	1,800
Number of Program Participants	17,421	10,894	4,207	12,000
Number of Digital Resource Participants	22,149	16,398	6,725	18,000
Number of Units of Service	136,270	123,926	10,016	125,000
Number of Library Social Media Visits	New Measure in FY 2021			
Volunteer Service Hours	New Measure in FY 2021			

Goals

- To improve computer and electronic services to the public.
- To continually improve library collections and services.
- To establish a teen area, focusing on youth, a homework club, and more.
- Promote resources for digital literacy, financial literacy, workforce & small business development.
- Expand programming and special events.
- To provide additional meeting spaces for the public.

CITY OF DONNA

DEPARTMENT: LIBRARY

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	175,912	150,407	143,082	158,736
PART-TIME WAGES	57,619	38,268	43,294	40,804
OVERTIME WAGES	353	0	7	0
HEALTH / DENTAL / LIFE INSURANCE	32,383	33,875	31,000	28,843
TMRS CONTRIBUTION	25,544	20,867	20,874	22,169
SOCIAL SECURITY & MEDICARE TAX	17,636	14,434	14,301	15,265
WORKERS' COMPENSATION INSURANCE	1,087	1,946	1,398	1,054
STATE UNEMPLOYMENT TAX	90	671	810	864
TOTAL PERSONNEL SERVICES	310,624	260,468	254,766	267,735
<u>SUPPLIES & MATERIALS</u>				
POSTAGE & DELIVERY SERVICE	230	400	170	400
UNIFORMS	652	612	566	0
OFFICE SUPPLIES	7,201	6,388	4,977	6,388
JANITORIAL SUPPLIES	1,277	1,000	751	1,000
MEALS/REFRESHMENT SUPPLIES	(37)	450	346	450
LIBRARY BOOKS	3,410	3,500	2,576	3,500
SPECIAL EVENTS AND ACTIVITIES	1,485	1,250	426	1,250
LIBRARY CD ROMS & VIDEOS	497	500	0	500
SUPPLIES FOR READING PROGRAMS	577	500	144	500
OFFICE EQUIPMENT / FURNITURE	3,811	4,000	0	4,000
MINOR COMPUTER SOFTWARE	0	1,000	0	1,000
TOTAL SUPPLIES & MATERIALS	19,103	19,600	9,956	18,988
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	2,470	3,000	0	3,000
A/C &/OR HEATING MAINTENANCE & REPAIRS	639	2,000	1,236	2,000
BUILDING REPAIRS	2,917	3,000	220	3,000
MINOR PROPERTY IMPROVEMENTS	4,017	1,000	0	1,000
TOTAL PROPERTY & INFRASTRUCTURE	10,042	9,000	1,456	9,000
<u>MAINTENANCE & REPAIRS</u>				
OFFICE EQUIPMENT MAINTENANCE & REPAIRS	457	1,500	0	1,500
EQUIPMENT REPAIRS	0	949	0	949
PRINTER MAINTENANCE & REPAIRS	624	750	287	750
COMPUTER MAINTENANCE & REPAIRS	0	500	0	500
TOTAL MAINTENANCE & REPAIRS	1,081	3,699	287	3,699
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	3,783	3,500	3,843	3,500
TRAVEL AND/OR TRAININGS	286	500	120	0
UTILITY SERVICES	17,290	18,000	14,340	18,000
SECURITY SERVICES FOR LIBRARY	2,348	2,000	2,369	2,000
TELCO LINES - INTERNET SERVICE	32,939	27,486	26,330	27,459
MEMBERSHIPS & SUBSCRIPTIONS	9,708	5,500	5,022	5,500
LIBRARY BOOK SERVICES	1,089	750	870	750
COMMUNITY PROMOTIONS	634	500	0	500
FIRE PREVENTION SERVICES	27	200	0	200
EMPLOYMENT TESTS & EXAMS	0	0	35	0
CAFE RELATED	4,953	4,000	1,798	4,000
TOTAL OTHER SERVICE & CHARGES	73,058	62,436	54,727	61,909
TOTAL LIBRARY	413,909	355,203	321,192	361,331

CITY OF DONNA, TEXAS

DEPARTMENT: NON-DEPARTMENTAL

FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>OTHER SERVICES & CHARGES</u>				
COUNTY SUPPORTED LIBRARY SERVICES	18,869	14,983	15,925	14,959
TOTAL OTHER SERVICE & CHARGES	18,869	14,983	15,925	14,959
<u>DEBT SERVICE PRINCIPAL & INTEREST</u>				
PRINCIPAL - JOHN DEERE LEASE 12905871	0	9,484	9,484	7,480
INTEREST - JOHN DEERE LEASE 12905871	0	0	0	2,004
PRINCIPAL - CAPITAL ONE (LED)	93,100	96,331	96,330	99,673
INTEREST - CAPITAL ONE (LED)	16,370	13,140	13,140	9,798
PRINCIPAL FIRST CAPITAL EQUIPMENT LEASE	90,017	120,023	115,981	106,576
INTEREST - FIRST CAPITAL EQUIPMENT LEASE	0	0	4,043	13,447
PRINCIPAL - DELL FINANCIAL LEASE 62951	0	0	0	4,710
INTEREST - DELL FINANCIAL LEASE 62951	0	0	0	524
PRINCIPAL - FIRST CAPITAL LEASE JD BACKHOE	0	0	0	13,677
INTEREST - FIRST CAPITAL JD BACKHOE LEASE	0	0	0	3,422
PRINCIPAL - FIRST CAPITAL LEASE BURNER	0	0	0	46,554
INTEREST - FIRST CAPITAL LEASE BURNER	0	0	0	5,911
PRINCIPAL - MOTOROLA EQUIPMENT LEASE 24343	33,592	35,300	35,300	37,095
INTEREST - MOTOROLA EQUIPMENT LEASE 24343	5,389	3,681	3,681	1,886
TOTAL DEBT SERVICE PRINCIPAL & INTEREST	238,468	277,959	277,959	352,757
<u>TRANSFERS OUT</u>				
TRANSFER TO URBAN COUNTY B&G	0	50,000	0	0
TRANSFER TO WATER & SEWER FUND	0	0	0	158,000
TOTAL TRANSFERS OUT	0	50,000	0	158,000
<u>OTHER SERVICE & CHARGES</u>				
GENERAL LIABILITY INSURANCE & BONDS	135,670	138,243	163,793	145,000
LEGAL SERVICES	225,265	225,000	323,794	270,324
AUDIT SERVICE	32,850	32,850	32,850	41,227
ARCHITECT & ENGINEERING	38,638	80,807	81,950	110,000
OTHER PROFESSIONAL FEES	174,800	7,500	73,427	38,500
AMBULANCE SERVICE	0	0	105,000	105,000
ELECTIONS	39,349	0	0	75,000
SERVICE CHARGES	1,225	500	13,644	2,000
SMALL BUSINESS GRANTS	0	0	157,500	0
COVID-19 EMERGENCY DECLARATION	0	0	365,086	0
TOTAL OTHER SERVICE & CHARGES	647,798	484,900	1,317,044	787,051

HOTEL/MOTEL OCCUPANCY TAX FUND

The **Hotel/Motel Occupancy Tax Fund** was established to account for the revenues generated from the hotel/motel tax. These funds will be expended to promote tourism, advertising and on various organizations that promote tourism. The modified accrual basis of accounting is used by the Hotel/Motel Occupancy Tax Fund in accordance with generally accepted accounting principles (GAAP).

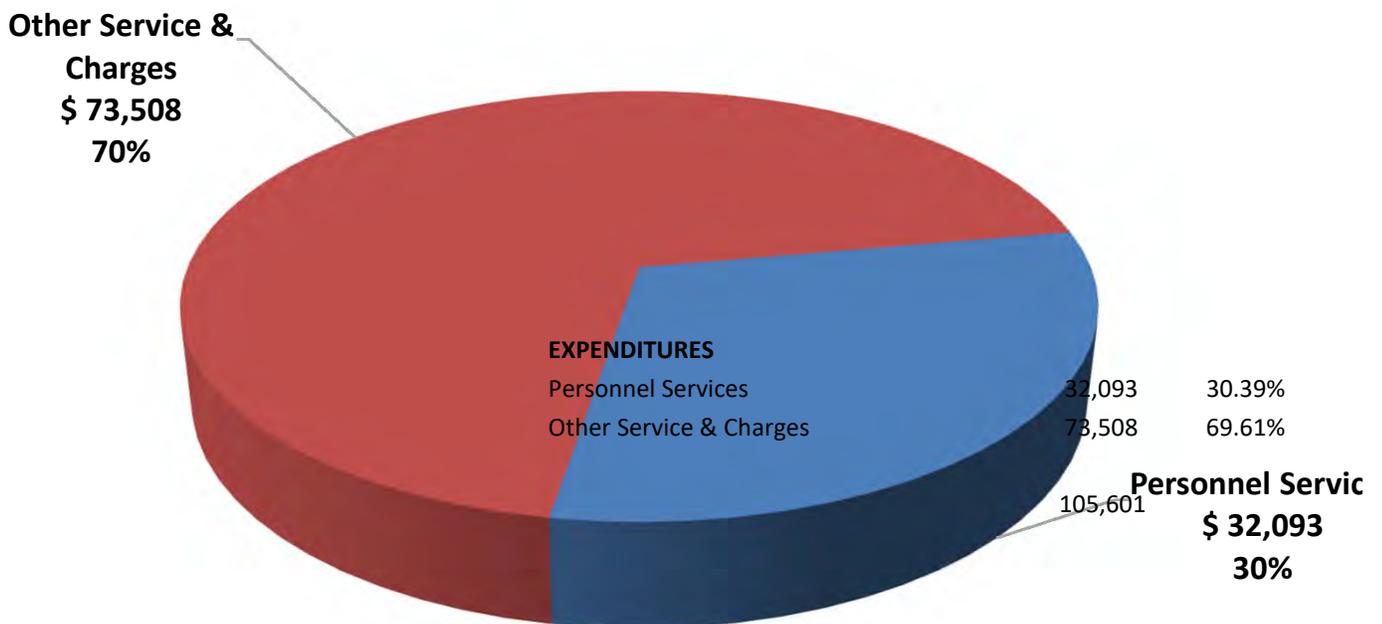
Hotel Occupancy Tax Fund

Revenues and Expenditures by Category

Fiscal Year 2020-2021



Total Revenues \$ 110,997



Total Expenditures \$ 105,601

CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 21 HOTEL OCCUPANCY TAX

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUES</u>				
HOTEL OCCUPANCY TAX REVENUES	136,849	136,344	111,122	109,897
CHARGES FOR CURRENT SERVICES	16,750	16,750	29,848	0
RENTALS	120	0	240	0
MISCELLANEOUS	3,670	2,248	801	300
TOTAL REVENUES	157,389	155,342	142,011	110,197
<u>EXPENDITURES</u>				
PERSONNEL SERVICES	87,300	72,842	67,575	67,093
TOURISM DEVELOPMENT PROMOTIONS	75,344	75,000	228,717	18,508
OTHER SERVICES AND CHARGES	7,500	7,500	7,500	7,500
CHISHOLM TRAIL DEPARTMENT	6,543	0	0	6,500
HOTEL ECONOMIC DEVELOPMENT PROJECT	5,820	0	7,566	6,000
TOTAL EXPENDITURES	182,507	155,342	311,358	105,601
REVENUE OVER/(UNDER) EXPENDITURES	<u>(25,118)</u>	<u>0</u>	<u>(169,347)</u>	<u>4,596</u>



CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 21 HOTEL OCCUPANCY TAX

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>OTHER TAXES</u>				
VICTORIA PALMS INN & SUITES	43,375	43,789	36,782	36,782
HOTEL TAX SUPER 8 MOTEL	30,931	30,800	29,502	29,502
HOTEL TAX DOLPHIN MOTEL	14,198	13,405	13,861	12,636
COMFORT INN & SUITES	48,345	48,350	30,977	30,977
TOTAL OTHER TAXES	136,849	136,344	111,122	109,897
<u>CHARGES FOR CURRENT SERVICES</u>				
SPECIAL EVENT REVENUE	0	0	510	0
CHISHOLM EVENT BOOTH FEES	6,700	6,700	3,585	0
VIP TABLE SPONSOR CHISHOLM TRAIL	6,600	6,600	8,500	0
ADMISSION FEE	0	0	4,255	0
COOK OFF ENTRY FEE	150	150	0	0
BEER, ALCOHOL SALES & RIDES	0	0	10,354	0
CHISHOLM TRAIL SPONSOR	3,300	3,300	2,644	0
TOTAL CHARGES FOR CURRENT SERVICES	16,750	16,750	29,848	0
<u>RENTALS</u>				
DIGITAL SIGN ADVERTISING PROCEEDS	130	0	240	0
TOTAL RENTALS	130	0	240	0
<u>MISCELLANEOUS</u>				
INVESTMENT INCOME - LOGIC	3,670	2,248	801	300
TOTAL MISCELLANEOUS	3,670	2,248	801	300
TOTAL REVENUES	157,399	155,342	142,011	110,197

CITY OF DONNA, TEXAS

DEPARTMENT: VISITORS INFORMATION CENTER

FUND: 21 HOTEL OCCUPANCY TAX

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	50,193	22,501	24,748	23,609
HOTEL TAX SUPER 8 MOTEL	4,337	3,764	3,530	3,867
TMRS CONTRIBUTIONS	4,671	2,489	2,507	2,623
SOCIAL SECURITY & MEDICARE TAX	3,776	1,721	1,730	1,806
WORKERS COMPENSATION INSURANCE	59	83	60	92
STATE UNEMPLOYMENT TAX	0	13	0	96
TOTAL PERSONNEL SERVICES	63,037	30,571	32,575	32,093
<u>OTHER SERVICE & CHARGES</u>				
TRAVEL AND/OR TRAININGS	250	0	0	0
DONNA HOOKS HISTORICAL MUSEUM	8,750	35,000	35,000	35,000
COMMUNITY PROMOTION	15,199	7,271	0	0
OTHER PROFESSIONAL FEES	65	0	0	0
ADVERTISING - ATTRACT VISITORS EXPENSES	5,300	0	0	18,508
TOURISM DEVELOPMENT PROMOTIONS	0	0	0	0
DONNA COMMUNITY EVENTS	70,044	75,000	228,717	0
AMERICAN LEGION POST #107	7,500	7,500	7,500	7,500
ILLUMINATION / PARK DECORATIONS	6,543	0	0	6,500
CAMERA SIGN MAINTENANCE & REPAIRS	5,820	0	7,566	6,000
TOTAL OTHER SERVICES & CHARGES	119,470	124,771	278,783	73,508
TOTAL EXPENDITURES	182,507	155,342	311,358	105,601

FIRE EQUIPMENT SERVICE FEE FUND

The **Fire Equipment Service Fee Fund** is used to account for a fire equipment fee used to finance equipment for the Fire Department. The modified accrual basis of accounting is used by the Fire Equipment Service Fee Fund in accordance with generally accepted accounting principles (GAAP).

CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 22 FIRE EQUIPMENT SERVICE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUE</u>				
CHARGES FOR CURRENT SERVICES	74,934	77,409	77,011	78,880
MISCELLANEOUS	2,915	997	462	400
TOTAL REVENUES	77,849	78,406	77,473	79,280
<u>EXPENDITURES</u>				
VOLUNTEER FIRE DEPARTMENT	139,009	0	38,580	10,000
TRANSFERS OUT	70,000	70,000	70,000	63,415
TOTAL EXPENDITURES	209,009	70,000	108,580	73,415
REVENUES OVER/(UNDER) EXPENDITURES	(131,160)	8,406	(31,107)	5,865

CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 22 FIRE EQUIPMENT SERVICES

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>CHARGES FOR CURRENT SERVICES</u>				
FIRE EQUIPMENT SERVICE FEES	75,940	77,409	77,011	78,880
FIRE FEE BAD DEBT PROVISION	(1,006)	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	74,934	77,409	77,011	78,880
<u>MISCELLANEOUS</u>				
INTEREST EARNED-OPERATING ACCOUNT	0	0	0	400
INVESTMENT INCOME - LOGIC	2,915	997	462	0
TOTAL MISCELLANEOUS	2,915	997	462	400
TOTAL REVENUES	77,849	78,406	77,473	79,280

CITY OF DONNA, TEXAS

DEPARTMENT: FIRE DEPARTMENT

FUND: 22 FIRE EQUIPMENT SERVICES

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	56,179	0	0	0
SMALL TOOLS & EQUIPMENT	19,464	0	0	10,000
TOTAL SUPPLIES & MATERIALS	75,643	0	0	10,000
<u>CAPITAL OUTLAY</u>				
MACHINE & EQUIPMENT	63,366	0	38,580	0
TOTAL CAPITAL OUTLAY	63,366	0	38,580	0
<u>TRANSFERS OUT</u>				
TRANSFER TO DEBT SERVICE	70,000	70,000	70,000	63,415
TOTAL TRANSFERS OUT	70,000	70,000	70,000	63,415
TOTAL EXPENDITURES	209,009	70,000	108,580	73,415

TEXAS CONFISCATED FORFEITURES FUND

The Texas Confiscated Forfeiture Fund is used to account for revenues and expenditures of the Police Department for activities associated with the Drug Task Force. The modified accrual basis of accounting is used by the Texas confiscated Forfeiture Fund in accordance with generally accepted accounting principles (GAAP).

CITY OF DONNA, TEXAS

DEPT: SUMMARY BY CATEGORY

FUND: 23 TEXAS CONFISCATED FORFEITURE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUES</u>				
FINES & FORFEITURES	52,115	60,000	84,858	8,000
MISCELLANEOUS	5,040	5,000	1,430	0
TOTAL REVENUES	57,155	65,000	86,288	8,000
<u>EXPENDITURES</u>				
SUPPLIES & MATERIALS	44,870	20,295	25,843	5,000
OTHER SERVICE & CHARGES	10,830	30,969	31,144	1,500
CAPITAL OUTLAY	8,900	13,736	33,000	1,500
TOTAL EXPENDITURES	64,599	65,000	89,987	8,000
REVENUES OVER/(UNDER) EXPENDITURES	<u>(7,444)</u>	<u>0</u>	<u>(3,699)</u>	<u>0</u>

CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND:23 TEXAS CONFISCATED FORFEITURE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>FINES & FORFEITURES</u>				
LOCAL SEIZURES	52,115	60,000	8,810	0
STATE SEIZURES	0	0	0	3,000
FEDERAL SEIZURES	0	0	76,048	5,000
TOTAL FINES & FORFEITURES	52,115	60,000	84,858	8,000
<u>MISCELLANEOUS</u>				
SALE OF CITY ASSETS	5,040	5,000	1,430	0
TOTAL MISCELLANEOUS	5,040	5,000	1,430	0
TOTAL REVENUES	57,155	65,000	86,288	8,000

CITY OF DONNA, TEXAS

DEPARTMENT:POLICE DEPARTMENT

FUND:23 TEXAS CONFISCATED

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	4,497	5,000	4,480	500
SMALL TOOLS & EQUIPMENT	7,606	2,000	3,122	1,000
OFFICE SUPPLIES	347	0	0	1,000
OFFICE EQUIPMENT / FURNITURE	0	1,000	1,341	1,000
SWAT TACTICAL EQUIPMENT	4,581	6,100	6,100	500
OTHER PROFESSIONAL FEES	27,839	6,195	10,800	1,000
TOTAL SUPPLIES & MATERIALS	44,870	20,295	25,843	5,000
<u>OTHER SERVICE & CHARGES</u>				
TRAVEL AND TRAININGS	8,889	0	175	1,000
PROMOTIONAL EVENTS	1,429	0	0	500
DEMOLITION DELAPIDATED STRUCTURES	0	30,969	30,969	0
BANK SERVICE & SUPPLY CHARGES	512	0	0	0
TOTAL OTHER SERVICE & CHARGES	10,830	30,969	31,144	1,500
<u>CAPITAL OUTLAY</u>				
VEHICLE PURCHASES	8,900	13,736	33,000	1,000
NEW COMPUTER SYSTEM	0	0	0	500
TOTAL CAPITAL OUTLAY	8,900	13,736	33,000	1,500
TOTAL EXPENDITURES	64,599	65,000	89,987	8,000

CITY OF DONNA, TEXAS

RESOURCES AND APPROPRIATIONS

FUND: 69 NORTH BOUND INSP. FACILITY

NORTH BOUND EMPTY INSPECTION FACILITY PHASE 1

	<u>BUDGET</u> <u>2020-2021</u>
<u>RESOURCES</u>	
69-4030-3901 TXDOT GRANT	<u>45,000,000</u>
TOTAL RESOURCES	<u>45,000,000</u>
<u>APPROPRIATIONS</u>	
69-5106-4660 NORTH BOUND INSPECTION FACILITY CONSTRUCTION	<u>45,000,000</u>
TOTAL APPROPRIATION	<u>45,000,000</u>



CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 41 DEBT SERVICE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUES</u>				
AD VALOREM PROPERTY TAX	652,963	757,180	672,260	1,143,437
MISCELLANEOUS	62,631	5,996	42,030	1,396
TRANSFERS IN	210,000	210,000	210,000	317,075
TOTAL REVENUES	925,594	973,176	924,290	1,461,908
<u>EXPENDITURES</u>				
DEBT SERVICE	701,553	711,763	711,563	704,480
TRANSFERS TO FUNDS	266,495	472,708	472,708	800,000
TOTAL EXPENDITURES	968,048	1,184,471	1,184,271	1,504,480
REVENUES OVER/(UNDER) EXPENDITURES	<u>(42,454)</u>	<u>(211,295)</u>	<u>(259,981)</u>	<u>(42,572)</u>

CITY OF DONNA, TEXAS

DEPARTMENT:REVENUES

FUND: 41 DEBT SERVICE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>AD VALOREM PROPERTY TAX</u>				
AD VAL PROPERTY TAX CURRENT	502,178	577,615	580,079	990,652
AD VAL PROPERTY TAX DELINQUENT	80,462	95,992	45,352	80,465
PENALTY & INTEREST - DELINQUENT TAXES	68,295	81,655	45,186	70,655
MANUAL RENDERING PENALTIES	2,027	1,918	2,265	2,165
ROLL BACK TAXES (PREVIOUSLY AG)	0	0	0	(500)
380 AGREEMENT PROPERTY TAX	0	0	(622)	0
TOTAL AD VALOREM PROPERTY TAX	652,963	757,180	672,260	1,143,437
<u>MISCELLANEOUS</u>				
INTEREST INCOME	47,956	0	39,269	1,396
INVESTMENT INCOME - LOGIC	14,675	5,000	2,761	0
INVESTMENT INCOME - AMEGY TOLL '16	0	996	0	0
TOTAL MISCELLANEOUS	62,631	5,996	42,030	1,396
<u>TRANSFERS IN</u>				
TRANSFER IN FIRE FEE	70,000	70,000	70,000	63,415
TRANSFER IN DEDC 4A	0	0	0	126,830
TRANSFER IN DCD 4B	140,000	140,000	140,000	126,830
TOTAL TRANSFERS IN	210,000	210,000	210,000	317,075
TOTAL REVENUES	925,594	973,176	924,290	1,461,908

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE

FUND: 41 DEBT SERVICE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>DEBT SERVICE PRINCIPAL & INTEREST</u>				
PRINCIPAL - 2017 CERTIFICATE OF OBLIGATION	68,000	70,000	70,000	72,000
INTEREST - 2017 CERTIFICATE OF OBLIGATION	65,150	63,420	63,420	61,290
FISCAL AGENT FEES	8,850	8,900	8,700	8,900
PRINCIPAL - 2012 LIMITED TAX REFUNDING	138,600	155,760	155,760	147,840
PRINCIPAL - 2014 TAX NOTES	72,000	73,800	73,800	75,600
PRINCIPAL - 2015 CERTIFICATE OF OBLIGATION	160,000	160,000	160,000	170,000
INTEREST - 2012 LIMITED TAX REFUNDING	29,596	25,417	25,417	21,106
INTEREST - 2014 TAX NOTES	3,282	1,991	1,991	669
INTEREST - 2015 CERTIFICATE OF OBLIGATION	156,075	152,475	152,475	147,075
TOTAL DEBT SERVICE PRINCIPAL & INTEREST	701,553	711,763	711,563	704,480
<u>TRANSFERS OUT</u>				
TRANSFER TO BRIDGE	266,495	472,708	472,708	800,000
TOTAL TRANSFERS OUT	266,495	472,708	472,708	800,000
TOTAL EXPENDITURES	968,048	1,184,471	1,184,271	1,504,480



WATER AND SEWER FUND

The Water and Sewer Fund is used to account for water and wastewater service revenue and expenses. All activities associated with the delivery of treated water and the collection of wastewater including: operations, maintenance, billing & collections and system administration are included in this fund. The accrual basis of accounting is used by this fund in accordance with generally accepted accounting principles (GAAP).

Water & Sewer Summary of Revenues Total \$5,221,768

Charges for Current Services	\$	5,051,418	96.74%
Rentals	\$	10,575	0.20%
Miscellaneous	\$	1,775	0.03%
Contributions	\$	158,000	3.03%

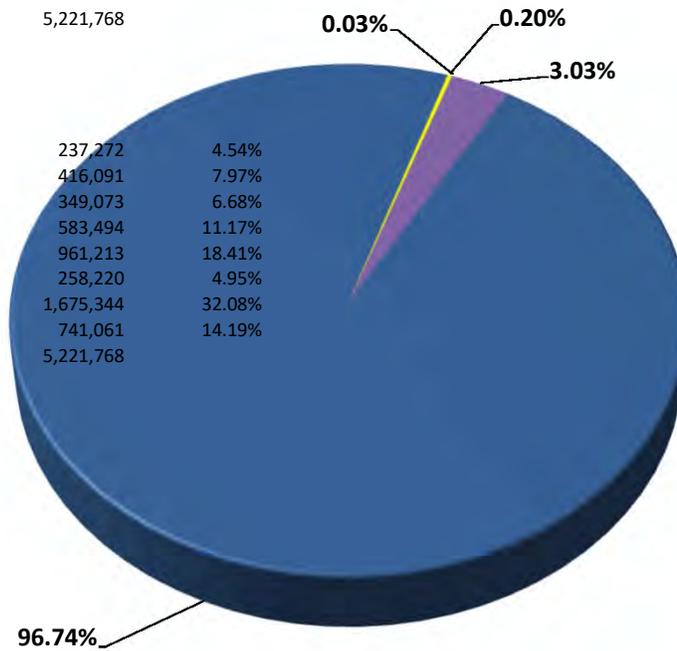
Total Revenues 5,221,768

Charges for Current Services \$5,051,418

Administration W&S	\$	237,272	4.54%
Water Distribution	\$	416,091	7.97%
Sewer Collection	\$	349,073	6.68%
Waste Water Treatment Plant	\$	583,494	11.17%
Water Treatment Plant	\$	961,213	18.41%
Utility Billing & Coll.	\$	258,220	4.95%
Debt Service	\$	1,675,344	32.08%
Non Departmental	\$	741,061	14.19%
Total		5,221,768	

Miscellaneous \$1,775

Contributions \$158,000



Summary of Expenditures Total \$5,221,768

Administration W&S \$237,272

Water Distribution \$416,091

Sewer Collection \$349,073

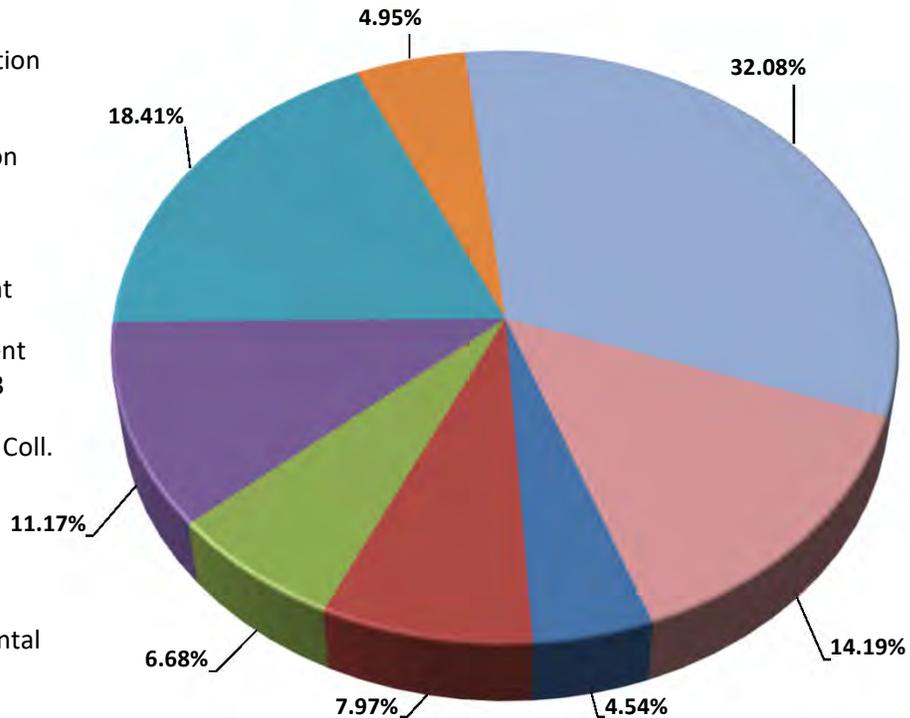
Waste Water Treatment Plant \$583,494

Water Treatment Plant \$961,213

Utility Billing & Coll. \$258,220

Debt Service \$1,675,344

Non Departmental \$741,061



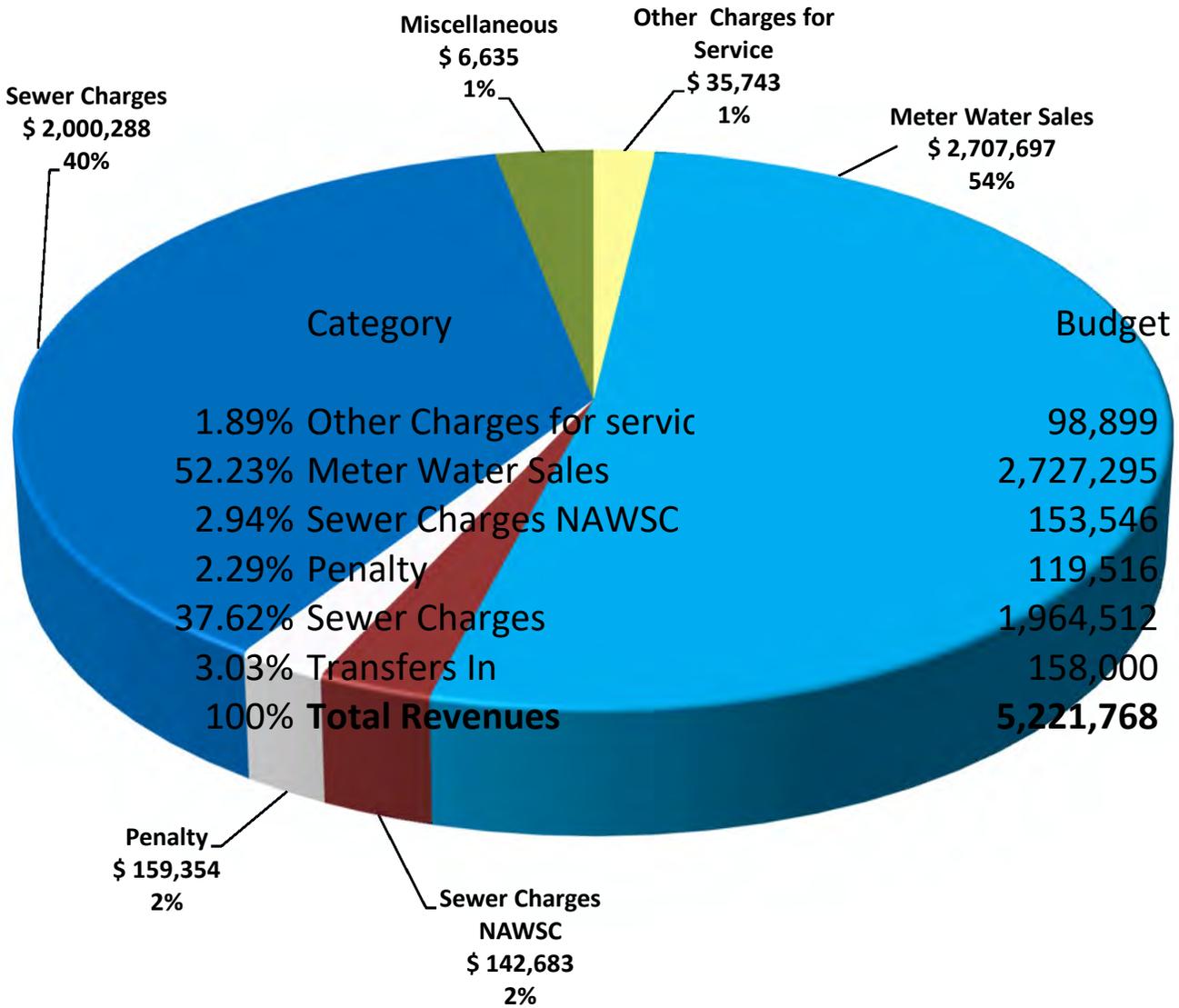
CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUES</u>				
INTERGOVERNMENTAL	551,052	0	(206,899)	0
CHARGES FOR CURRENT SERVICES	4,802,969	5,035,397	4,653,324	5,051,418
RENTALS	10,368	10,368	9,559	10,575
MISCELLANEOUS	51,170	6,635	6,666	1,775
TRANSFERS IN	0	0	84,161	158,000
TOTAL REVENUES	5,415,558	5,052,400	4,546,811	5,221,768
<u>EXPENSES</u>				
ADMINISTRATION W&S	264,640	253,320	226,766	237,272
WATER DISTRIBUTION	695,925	441,630	503,778	416,091
SEWER COLLECTION	397,000	365,930	425,789	349,073
WASTE WATER TREATMENT PLANT	647,212	507,741	631,081	583,494
WATER TREATMENT PLANT	913,367	881,800	1,047,445	961,213
UTILITY BILLING & COLLECTIONS	237,141	240,884	263,206	258,220
DEBT SERVICE	705,602	1,657,395	1,657,395	1,675,344
TRANSFERS TO OTHER FUNDS	0	0	9,480	0
NON DEPARTMENTAL	3,002,218	703,700	697,685	741,061
TOTAL EXPENSES	6,863,106	5,052,400	5,462,625	5,221,768
REVENUES OVER/(UNDER) EXPENSES	<u>(1,447,548)</u>	<u>0</u>	<u>(915,814)</u>	<u>0</u>

Water and Sewer Fund Revenues Fiscal Year 2020-2021



TOTAL \$5,221,768

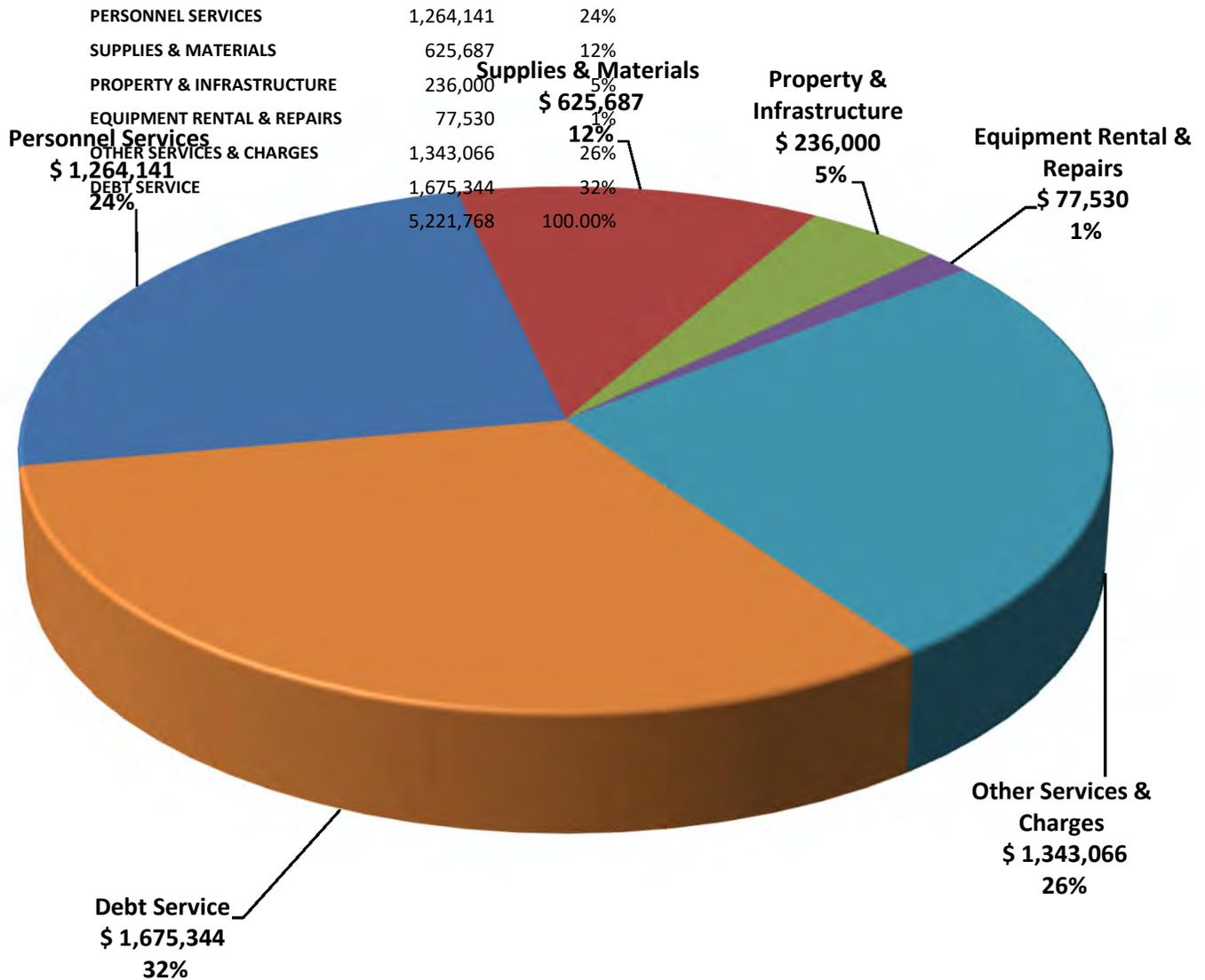
CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>INTERGOVERNMENTAL</u>				
FEMA GRANT	551,052	0	(206,889)	0
TOTAL INTERGOVERNMENTAL	<u>551,052</u>	<u>0</u>	<u>(206,889)</u>	<u>0</u>
<u>CHARGES FOR CURRENT SERVICES</u>				
METER WATER SALES	2,605,690	2,707,697	2,598,949	2,727,295
WATER SETTLEMENT - CITY MANAGER	0	0	(3,200)	0
SEWER CHARGES	1,847,829	2,000,288	1,776,172	1,964,512
SEWER CHARGERS BY NORTH ALAMO	140,411	142,683	143,563	153,546
WATER RECONNECT FEE	51,106	53,031	24,239	43,294
WATER METER TAMPERING FEE	607	500	0	0
WATER ACCESS FEE - INSIDE	12,800	13,000	10,600	12,400
WATER METER TAP FEES - INSIDE	23,855	25,105	16,290	23,855
SEWER ACCESS FEE	5,750	8,000	6,000	7,000
LATE PENALTY CHARGE	157,799	159,354	80,711	119,516
WATER BAD DEBT PROVISION	(42,880)	(74,261)	0	0
TOTAL CHARGES FOR CURRENT SERVICES	<u>4,802,969</u>	<u>5,035,397</u>	<u>4,653,324</u>	<u>5,051,418</u>
<u>RENTALS</u>				
WATER TOWER RENTAL	10,368	10,368	9,559	10,575
TOTAL RENTALS	<u>10,368</u>	<u>10,368</u>	<u>9,559</u>	<u>10,575</u>
<u>MISCELLANEOUS</u>				
INTEREST INCOME	12,415	1,200	593	700
INTEREST - INVESTMENTS	(3,154)	3,699	5,376	0
INVEST INCOME - LOGIC / CASH RESERVE	34,724	100	33	50
LOGIC - 2009 SEWER BOND I&S ACCOUNT	32	36	16	25
LOGIC - SOS LT DEBT I&S ACCOUNT	585	500	280	0
CASH SHORT / OVER	400	0	(77)	0
NSF FEES	1,275	1,000	900	0
MISCELLANEOUS	4,892	100	(465)	1,000
TOTAL MISCELLANEOUS	<u>51,170</u>	<u>6,635</u>	<u>6,656</u>	<u>1,775</u>
<u>TRANSFERS IN</u>				
TRANSFER IN GENERAL FUND	0	0	0	158,000
TRANSFER IN WATER & SEWER	0	0	84,161	0
TOTAL TRANSFERS IN	<u>0</u>	<u>0</u>	<u>84,161</u>	<u>158,000</u>
TOTAL REVENUES	<u>5,415,558</u>	<u>5,052,400</u>	<u>4,546,811</u>	<u>5,221,768</u>

Water and Sewer Fund Expenses by Category Fiscal Year 2020-2021



Total \$5,221,768

CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY 2020-2021

FUND: 51 WATER AND SEWER

DEPARTMENT	PERSONNEL	SUPPLIES	PROPERTY	EQUIP.	OTHERS	CAP.	DEBT	TOTAL
	SERVICES	MATERIALS	& INFRAST.	RENTAL	SERVICES	OUTLAY	SERVICE	BUDGET
				& REPAIRS	& CHARGES			
ADMINISTRATION WATER & SEWER	196,662	15,610	0	3,500	21,500	0	0	237,272
WATER DISTRIBUTION	254,436	49,200	80,000	16,900	15,555	0	0	416,091
SEWER COLLECTION	211,373	14,200	65,000	17,500	41,000	0	0	349,073
WASTE WATER TREATMNT PLANT	168,415	87,469	5,000	26,850	295,760	0	0	583,494
WATER TREATMENT PLANT	267,315	418,708	85,000	1,000	189,190	0	0	961,213
UTILITY BILLING & COLLECTIONS	165,940	40,500	1,000	11,780	39,000	0	0	258,220
DEBT SERVICE	0	0	0	0	0	0	1,675,344	1,675,344
NON DEPARTMENTAL	0	0	0	0	741,061	0	0	741,061
TOTAL EXPENDITURES	1,264,141	625,687	236,000	77,530	1,343,066	0	1,675,344	5,221,768

Department : Utility Administration

Service Area Description

The City of Donna Utility Administration Department is responsible for managing the City's Water resources, including operating and maintaining the water and wastewater treatment distribution system along with the coordination of water and wastewater improvement programs.



Mission & Services

- maintaining the public's health, safety, and welfare through a well-trained and dedicated staff.
- maintaining / enhancing customer service and citizen satisfaction.
- continuing to propose improvements to the City Water Plant.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	2	2
Part-time	0	0	0	0
Department Total:	2	2	2	2

Objectives & Performance Measures

- to continue improving customer service relations
- to advertise and educate on the use of the Utility Mobile Pay Application.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of CCR Reports Mailed	1	1	1	1

Goals:

- to seek financial assistance through governmental programs for the improvement and expansion of the City's Water Treatment Plant, Sewer Plant, Waste Water Treatment Plant.
- to improve the quality of potable water with the use of activated carbon at the water treatment plant.
- to decrease water loss and reduce no-water service wait times during emergency water breaks by using modern parts and equipment that will help optimize repair time in the water distribution system.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: UTILITY ADMINISTRATION

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	157,827	164,878	143,264	155,076
OVERTIME WAGES	867	500	451	0
HEALTH / DENTAL / LIFE INSURANCE	17,271	16,951	11,633	11,603
TMRS CONTRIBUTIONS	17,436	18,291	15,977	17,229
SOCIAL SECURITY & MEDICARE TAX	11,893	12,651	10,873	11,863
WORKERS' COMPENSATION INSURANCE	380	613	440	603
STATE UNEMPLOYMENT TAX	27	288	288	288
TOTAL PERSONNEL SERVICES	205,701	214,172	182,926	196,662
<u>SUPPLIES & MATERIALS</u>				
POSTAGE AND DELIVERY SERVICES	(1,726)	750	271	750
WEARING APPAREL	848	430	179	200
FUEL AND LUBRICANTS	5,411	5,000	4,119	5,000
SMALL TOOLS AND EQUIPMENT	1,490	1,000	484	700
OFFICE SUPPLIES	2,248	3,000	2,606	1,720
JANITORIAL SUPPLIES	1,983	1,476	2,612	3,240
OTHER SUPPLIES	657	0	0	0
MEALS / REFRESHMENT SUPPLIES	4,531	3,000	3,689	1,000
OFFICE EQUIPMENT / FURNITURE	1,681	3,000	5,455	3,000
TOTAL SUPPLIES & MATERIALS	17,122	17,656	19,415	15,610
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	25,405	6,000	3,884	0
TOTAL PROPERTY & INFRASTRUCTURE	25,405	6,000	3,884	0
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	560	500	864	800
OFFICE EQUIPMENT MAINTENANCE	1,092	720	1,602	700
VEHICLE MAINTENANCE & REPAIRS	384	1,500	44	2,000
TOTAL MAINTENANCE & REPAIRS	2,036	2,720	2,510	3,500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	2,348	2,500	2,267	2,500
TRAVEL AND / OR TRAININGS	1,176	3,772	2,473	5,000
UTILITY SERVICES	5,784	6,000	8,359	8,000
MEMBERSHIPS & SUBSCRIPTIONS	5,033	200	4,932	6,000
EMPLOYMENT TESTS & EXAMS	35	300	0	0
TOTAL OTHER SERVICE & CHARGES	14,377	12,772	18,031	21,500
TOTAL UTILITY ADMINISTRATION	264,640	253,320	226,766	237,272

Department : Water Distribution

Service Area Description

The City of Donna Water Distribution Department is responsible for the maintenance, construction, and upkeep of the City's Water Distribution services.



Mission & Services

- To service and maintain the water distribution process for the City of Donna.
- To maintain approximately 50 miles of water lines and 2 elevated storage tanks.
- To service and repair all water lines, water taps, and other related duties.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	5	5	5	5
Part-time	0	0	0	0
Department Total:	5	5	5	5

Objectives & Performance Measures

- to continue repairing City water lines to better maintain pressure and volume reducing any interruptions to all citizens.
- to continue adding gate valves to water lines in areas that are difficult to isolate during water line breaks.
- to continue improving customer service relations.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Total number of Water Mains Repaired (Leaks)	209	219	215	250
Total number of Sewer Backups Resolved	288	302	295	315
Total number of Water Meters Replaced	100	105	104	125

Goals:

- To repair at least three critical sanitary manholes in an effort to improve flow in the Water Collection system.
- To improve the quality of potable water with the use of activated carbon at the water treatment plant.
- To decrease water loss and reduce no-water service wait times during emergency water breaks by using modern parts and equipment that will help optimize repair time in the water distribution system.
- To maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: WATER DISTRIBUTION

FUND: 51 WATER AND SEWER

	<u>PRIOR YR ACTUAL 2018-2019</u>	<u>AMENDED BUDGET 2019-2020</u>	<u>ESTIMATED REV/EXP 2019-2020</u>	<u>CITY COUNCIL APPROVED 2020-2021</u>
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	156,422	149,747	184,818	167,311
OVERTIME	31,207	11,384	26,501	15,110
HEALTH / DENTAL / LIFE INSURANCE	26,375	28,228	25,750	29,003
TMRS CONTRIBUTION	207,881	18,774	23,325	20,267
SOCIAL SECURITY & MEDICARE TAX	14,306	12,986	15,986	13,955
WORKERS' COMPENSATION INSURANCE	3,292	7,161	5,143	8,070
STATE UNEMPLOYMENT TAX	46	720	720	720
TOTAL PERSONNEL SERVICES	<u>439,530</u>	<u>229,000</u>	<u>282,243</u>	<u>254,436</u>
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	7,208	7,250	6,639	200
FUEL & LUBRICANTS	15,147	10,000	7,620	10,000
SMALL TOOLS & EQUIPMENT	28,595	16,000	26,582	18,000
OTHER SUPPLIES	2,490	0	363	0
MINOR EQUIPMENT	1,170	2,000	1,750	1,000
METERS	29,129	20,000	31,158	15,000
FIRE HYDRANTS	9,000	5,000	5,000	5,000
TOTAL SUPPLIES & MATERIALS	<u>92,739</u>	<u>60,250</u>	<u>79,112</u>	<u>49,200</u>
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	8,340	3,000	4,782	0
WATER DISTRIBUTION MAINTENANCE	124,581	95,000	115,746	80,000
TOTAL PROPERTY & INFRASTRUCTURE	<u>132,921</u>	<u>98,000</u>	<u>120,528</u>	<u>80,000</u>
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIR SMALL EQUIPMENT	4,294	3,000	4,879	3,500
EQUIPMENT RENTALS	2,318	2,500	0	0
HEAVY EQUIPMENT REPAIRS	4,932	5,000	16,473	5,000
VEHICLE MAINTENANCE & REPAIRS	7,242	8,500	11,472	8,400
TOTAL MAINTENANCE & REPAIRS	<u>18,785</u>	<u>19,000</u>	<u>32,824</u>	<u>16,900</u>
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	2,420	3,000	3,119	3,000
TRAVEL AND/ OR TRAININGS	0	1,880	0	2,055
UTILITY SERVICES	812	1,000	549	1,000
OTHER PROFESSIONAL SERVICES	8,720	4,500	20,128	9,500
TOTAL OTHER SERVICE & CHARGES	<u>11,951</u>	<u>10,380</u>	<u>23,796</u>	<u>15,555</u>
<u>CAPITAL OUTLAY</u>				
WATER LINES	0	25,000	0	0
ELEVATED STORAGE TANK	0	0	(34,725)	0
TOTAL CAPITAL OUTLAY	<u>0</u>	<u>25,000</u>	<u>(34,725)</u>	<u>0</u>
TOTAL WATER DISTRIBUTION	<u>695,925</u>	<u>441,630</u>	<u>503,778</u>	<u>416,091</u>

Department : Sewer Collection

Service Area Description

The City of Donna Sewer Collection Department is responsible for the maintenance, construction, and upkeep of the City's Sewer Collection services.



Mission & Services

- To service and maintain the City's Sewer Collection process for the City of Donna.
- To maintain approximately 40 miles of sanitary sewer lines.
- To maintain any construction of sewer lines, manholes, and other related duties.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	4	4	4	4
Part-time	0	0	0	0
Department Total:	4	4	4	4

Objectives & Performance Measures

- to continue repairing City sewer lines in order to minimize interruptions of services to customers.
- To continue improving customer service relations.
- To clean and vacuum sanitary sewer lines and lift station wells, to inspect collection system and manholes for stoppages and jet sewer services inside city limits to prevent backups.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Total number of Sewer Backups resolved	170	272	264	300

Goals:

- To improve the quality of potable water with the use of activated carbon at the water treatment plant.
- To decrease water loss and reduce no-water service wait times during emergency water breaks by using modern parts and equipment that will help optimize repair time in the water distribution system.
- To cross train within department.
- To maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: SEWER COLLECTION

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	140,884	129,555	155,920	138,109
OVERTIME	21,169	15,000	17,889	15,000
HEALTH / DENTAL / LIFE INSURANCE	22,148	22,584	21,481	23,203
TMRS CONTRIBUTIONS	17,841	16,320	19,314	17,010
SOCIAL SECURITY	12,389	11,288	13,230	11,713
WORKERS COMPENSATION INSURANCE	2,675	4,328	3,108	5,762
STATE UNEMPLOYMENT TAX	31	591	591	576
LICENSES	0	0	111	0
TOTAL PERSONNEL SERVICES	217,138	199,666	231,644	211,373
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	6,306	5,275	4,400	200
FUEL AND LUBRICANTS	10,628	6,500	4,604	6,500
SMALL TOOLS & EQUIPMENT	16,137	10,500	8,934	5,000
MINOR EQUIPMENT	3,750	2,500	0	2,500
TOTAL SUPPLIES & MATERIALS	36,821	24,775	17,938	14,200
<u>PROPERTY & INFRASTRUCTURE</u>				
SEWER LINE MAINTENANCE	8,838	20,000	23,635	15,000
LIFT STATION MAINT. & REPAIRS	56,890	25,000	47,077	30,000
MANHOLE MAINT. & REPAIRS	14,821	15,000	30,306	20,000
TOTAL PROPERTY & INFRASTRUCTURE	80,548	60,000	101,018	65,000
<u>MAINTENANCE & REPAIRS</u>				
MAINT & REPAIRS SMALL EQUIPMENT	5,105	3,000	644	1,500
HEAVY EQUIPMENT REPAIRS	10,230	6,000	9,773	10,000
VEHICLE MAINTENANCE & REPAIRS	6,019	5,000	5,962	6,000
TOTAL MAINTENANCE & REPAIRS	21,355	14,000	16,379	17,500
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,344	1,500	1,185	1,500
TRAVEL AND/OR TRAININGS	1,397	2,489	1,749	1,000
UTILITY SERVICES	38,398	38,500	38,153	38,500
TOTAL OTHER SERVICE & CHARGES	41,138	42,489	41,087	41,000
<u>CAPITAL OUTLAY</u>				
SEWER LINES	0	25,000	11,883	0
MACHINES & EQUIPMENT	0	0	5,840	0
TOTAL CAPITAL OUTLAY	0	25,000	17,723	0
TOTAL SEWER COLLECTION	397,000	365,930	425,789	349,073

Department : Waste Water Treatment Plant

Service Area Description

The City of Donna Waste Water Department is responsible for the operation and maintenance of the City Wastewater Plant and all the life stations that pump the raw sewage to the treatment plant via City collection system.



Mission & Services

- operating and maintaining the Wastewater Treatment Facility and City Lift Stations to provide proper treatment of raw sewage as required by the Environmental Protection Agency (EPA) and the Texas Commission on Environment Quality (TCEQ).
- providing trainings for supervisors and subordinates.
- implementing the Master Plan for the Wastewater Treatment Plant and Lift Stations in an effort to improve existing structures, to renovate, and to rehabilitate.
- assuring that collection of permit sampling are properly collected, packaged, and submitted.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	3	3	3	3
Part-time	0	0	0	0
Department Total:	3	3	3	3

Objectives & Performance Measures

- to improve on the upkeep of maintenance on plant equipment and lift stations while maintaining proper documentation.
- to maintain a highly trained and capable staff for operations.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of estimated gallons treated	504,119,641	550,000,000	516,513,014	555,500,000
Number of total routine quality samples collected	781	800	784	815

Goals:

- to seek financial assistance through governmental programs for the improvement and expansion of the City's Water and Waste Water Treatment Plants.
- to improve the quality of wastewater by optimizing sanitary lift station run times, thereby providing a fresher waste water plant influent.
- to decrease water loss and reduce no-water service wait times during emergency water breaks by using modern parts and equipment that will help optimize repair time in the water distribution system.

CITY OF DONNA, TEXAS

DEPARTMENT: WASTE WATER TREATMENT PLANT

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	108,525	110,761	111,873	115,900
OVERTIME	11,412	8,000	8,639	7,000
HEALTH / DENTAL / LIFE INSURANCE	16,121	16,941	15,799	17,402
TMRS CONTRIBUTIONS	13,194	13,135	13,659	13,654
SOCIAL SECURITY & MEDICARE	9,146	9,085	9,333	9,402
WORKERS COMPENSATION INSURANCE	2,336	3,484	2,502	4,625
STATE UNEMPLOYMENT TAX	27	432	432	432
LICENSES	0	0	176	0
TOTAL PERSONNEL SERVICES	160,762	161,838	162,413	168,415
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	4,638	4,050	2,745	200
FUEL AND LUBRICANTS	2,095	3,500	1,272	3,500
SMALL TOOLS & EQUIPMENT	3,038	7,750	4,787	6,000
CHEMICALS	47,556	65,771	56,454	75,019
OFFICE SUPPLIES	158	500	791	650
JANITORIAL SUPPLIES	300	1,000	1,630	1,380
OTHER SUPPLIES	1,304	0	0	0
MEALS / REFRESHMENT SUPPLIES	271	800	916	720
TOTAL SUPPLIES & MATERIALS	59,359	83,371	68,595	87,469
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	0	0	175	0
GROUNDS MAINTENANCE & REPAIRS	2,048	4,000	9,134	5,000
TOTAL PROPERTY & INFRASTRUCTURE	2,048	4,000	9,309	5,000
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	5,857	5,050	4,019	0
EQUIPMENT REPAIRS	98,725	40,000	46,873	25,000
VEHICLE MAINTENANCE & REPAIRS	2,068	2,000	2,172	1,850
TOTAL MAINTENANCE & REPAIRS	106,650	47,050	53,064	26,850
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	1,087	2,000	1,471	2,000
TRAVEL AND/OR TRAININGS	1,250	1,628	475	1,000
UTILITY SERVICES	100,976	50,000	92,456	50,000
TCEQ PERMIT-WASTEWATER FACILITY	13,181	16,000	40,156	45,000
LABORATORY TESTS	26,933	22,500	27,394	25,000
EMPLOYMENT TESTS & EXAMS	35	125	0	0
SLUDGE HAULING FROM WWTP	172,025	103,500	173,295	170,000
BFI DUMPSTER - SEWER PLANT	2,906	2,580	2,453	2,760
TOTAL OTHER SERVICE & CHARGES	318,393	198,333	337,700	295,760
<u>CAPITAL OUTLAY</u>				
MACHINES & EQUIPMENT	0	13,149	0	0
TOTAL CAPITAL OUTLAY	0	13,149	0	0
TOTAL WASTE WATER TREATMNT PLANT	647,212	507,741	631,081	583,494

Department : Water Treatment Plant

Service Area Description

The City of Donna Water Treatment Department is responsible for the water treatment plant ; to treat, produce, and deliver safe drinking water with an adequate supply and pressure to the City.



Mission & Services

- to collect and analyze over 15,534 chemical and bacteriological water quality tests to assure a safe drinking water supply as mandated by the Texas Commission on Environment Quality, TCEQ.
- to maintain and repair all structures and equipment to ensure proper plant operations.
- to monitor, record, and submit monthly operating reports to local, state, and federal agencies.
- to collect and submit lead/copper, bacteriological, THM, HAA5, TOC, UCMR3, and other TCEQ and EPA required samples to state certified labs.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	5	5	5	5
Part-time	0	0	0	0
Department Total:	5	5	5	5

Objectives & Performance Measures

- to continue to operate the facility within the rules and guidelines established by the TCEQ and EPA.
- to continue to closely monitor and track the amount of water being purchased from the Donna Irrigation District.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Accounts Billed Monthly	5,418	5,610	5,500	5,722
Number of Water Disconnect Notices mailed Monthly	1,654	1,734	1,543	1,769
Number of Request for Work Orders (Annually)	5,461	5,712	5,451	5,826

Goals:

- to improve the quality of potable water with the use of activated carbon at the water treatment plant.
- to decrease water loss and reduce no-water service wait times during emergency water breaks by using modern parts and equipment that will help optimize repair time in the water distribution system.
- to seek financial assistance through governmental programs for the improvement and expansion of the City's Water Treatment Plant.
- to maintain a highly trained and capable staff for operations.

CITY OF DONNA, TEXAS

DEPARTMENT: WATER TREATMENT PLANT

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	143,796	170,387	174,022	177,876
OVERTIME	23,884	15,000	6,852	15,000
HEALTH / DENTAL / LIFE INSURANCE	21,950	28,232	25,814	29,003
TMRS CONTRIBUTIONS	18,373	20,504	20,540	21,429
SOCIAL SECURITY & MEDICARE	12,712	14,182	14,102	14,755
WORKERS COMPENSATION INSURANCE	5,959	7,396	5,312	8,532
STATE UNEMPLOYMENT TAX	36	721	760	720
TOTAL PERSONNEL SERVICES	226,709	256,422	247,402	267,315
<u>SUPPLIES & MATERIALS</u>				
WEARING APPAREL	6,159	3,400	3,955	200
FUEL AND LUBRICANTS	0	2,750	204	3,000
SMALL TOOLS AND EQUIPMENT	35,115	10,000	9,028	8,000
CHEMICALS	292,839	285,000	281,413	265,018
RAW WATER PURCHASED	94,214	75,000	141,903	140,000
OFFICE SUPPLIES	1,835	500	126	750
JANITORIAL SUPPLIES	1,307	1,000	1,325	1,240
OTHER SUPPLIES	348	0	0	0
TOTAL SUPPLIES & MATERIALS	431,816	377,650	437,954	418,208
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	2,152	5,000	14,969	5,000
WATER PLANT MAINTENANCE & REPAIRS	65,236	55,000	87,950	55,000
SLUDGE REMOVAL	0	0	43,407	25,000
TOTAL PROPERTY & INFRASTRUCTURE	67,389	60,000	146,326	85,000
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS SMALL EQUIPMENT	1,243	4,000	3,582	0
VEHICLE MAINTENANCE & REPAIRS	1,920	1,000	833	1,000
TOTAL MAINTENANCE & REPAIRS	3,163	5,000	4,415	1,000
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	51,661	41,000	74,026	60,000
TRAVEL AND/OR TRAININGS	465	2,379	1,177	1,000
UTILITY SERVICES	98,822	95,000	96,997	95,000
TCEQ WATER SYSTEM FEES	13,421	13,500	223	13,500
MEMBERSHIP DUES & SUBSCRIPTIONS	(59)	200	0	250
RENTS & LEASES	3,550	2,000	0	2,000
ENGINEERING FEES	0	0	13,201	0
FIRE PREVENTION SERVICES	0	1,000	0	0
LABORATORY TESTS	15,640	16,000	18,196	16,000
EMPLOYMENT TEST & EXAMS	0	125	35	0
DUMPSTER - WATER TREATMENT PLANT	1,016	1,224	1,265	1,440
TOTAL OTHER SERVICE & CHARGES	184,515	172,428	205,120	189,190
<u>CAPITAL OUTLAY</u>				
MACHINE & EQUIPMENT	0	0	5,840	0
WATER PLANT IMPROVEMENTS	0	10,000	0	0
TOTAL CAPITAL OUTLAY	-	10,000	5,840	0
TOTAL WATER TREATMENT PLANT	913,592	881,500	1,047,057	960,713

Department : Utility Billing & Collections

Service Area Description

The City of Donna Utility Billing Department is responsible for billing customers for their water usage and for collecting and disconnecting water accounts due to non-payment.



Mission & Services

- to maintenance over 5,000 water meter accounts.
- to maintain/enhance customer service and citizen satisfaction.
- to identify and respond to clay sewer line problems reported by citizens.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Full-time	2	2	3	3
Part-time	0	0	0	0
Department Total:	2	2	3	3

Objectives & Performance Measures

- to continue improving customer service relations.
- to advertise and educate on the use of the Mobile Pay Application.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021
Number of Accounts Billed Monthly	5,400	5,610	5,549	5,722
Number of Water Disconnect Notices mailed Monthly	1,750	1,734	1,510	1,769
Number of Request for Work Orders (Annually)	5,580	5,600	5,494	5,712

Goals:

- to implement ACH electronic transactions with utility customers.
- to maintain a highly trained and capable staff for operations.
- to continue cross training within department.

CITY OF DONNA, TEXAS

DEPARTMENT: UTILITY BILLING & COLLECTIONS

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	107,484	112,855	118,956	124,304
OVERTIME WAGES	1,293	0	992	0
HEALTH / DENTAL / LIFE INSURANCE	17,162	16,941	15,325	17,402
TMRS RETIREMENT CONTRIBUTION	11,893	12,482	13,393	13,810
SOCIAL SECURITY & MEDICARE TAX	8,208	8,633	9,015	9,509
WORKERS' COMPENSATION INSURANCE	368	418	300	483
STATE UNEMPLOYMENT TAX	27	426	432	432
TOTAL PERSONNEL SERVICES	146,436	151,755	158,413	165,940
<u>SUPPLIES & MATERIALS</u>				
POSTAGE AND DELIVERY SERVICES	26,848	27,000	23,621	28,500
WEARING APPAREL	407	120	104	500
SMALL TOOLS AND EQUIPMENT	0	500	0	500
OFFICE SUPPLIES	7,273	6,500	7,486	7,500
JANITORIAL SUPPLIES	1,996	675	1,774	2,500
OTHER SUPPLIES	81	0	0	500
MEALS / REFRESHMENT SUPPLIES	835	500	160	500
OFFICE EQUIPMENT / FURNITURE	1,255	3,000	4,192	0
TOTAL SUPPLIES & MATERIALS	38,695	38,295	37,337	40,500
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE	3,713	3,000	982	1,000
TOTAL PROPERTY & INFRASTRUCTURE	3,713	3,000	982	1,000
<u>MAINTENANCE & REPAIRS</u>				
MAINTENANCE & REPAIRS - SMALL EQUIPMENT	129	-	2,930	2,000
OFFICE EQUIPMENT MAINTENANCE	16,864	10,000	11,600	9,780
TOTAL MAINTENANCE & REPAIRS	16,993	10,000	14,530	11,780
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	29,630	28,500	44,689	35,000
TRAVEL AND/OR TRAININGS	0	3,134	0	1,000
UTILITIES	1,673	1,500	1,574	2,000
MISCELLANEOUS SERVICES	0	0	0	1,000
TOTAL OTHER SERVICE & CHARGES	31,304	33,134	46,263	39,000
<u>CAPITAL OUTLAY</u>				
OFFICE EQUIPMENT / FURNITURE	0	4,700	5,681	0
TOTAL CAPITAL OUTLAY	0	4,700	5,681	0
TOTAL UTILITY BILLING & COLLECTIONS	237,141	240,884	263,206	258,220

CITY OF DONNA, TEXAS

DEPARTMENT: NON DEPARTMENTAL

FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>DEBT SERVICE PRINCIPAL & INTEREST</u>				
AMORTIZATION 2016 INS, DISOUNT, PREMIUM	(4,183)	0	0	0
2017 BOND PREMIUM AMORTIZED	(28,635)	0	0	0
PRINCIPAL 2019 LMT TAX REFUND BONDS	0	210,000	210,000	205,000
INTEREST 2019 LMT TAX REFUND BONDS	23,216	92,272	92,272	96,785
FISCAL AGENT FEES	0	0	0	9,879
INTEREST ON SOS CLAIMS	0	0	0	1,909
INTEREST 2009 COMB TAX & REV. C O'S	98,513	0	0	0
INTEREST 2017 CERTIFICATE OF OBLIGATION	173,948	0	0	0
INTEREST 2012 LIMITED TAX REFUNDING BOND	259,947	253,680	253,680	245,160
INTEREST 2014 TAX NOTES	60,156	70,859	70,859	58,841
INTEREST 2016 CERTIFICATE OF OBLIGATION	3,214	3,540	3,540	1,190
PRINCIPAL 2012 LIMITED TAX REFUNDING	119,425	139,937	139,937	138,687
PRINCIPAL 2014 TAX NOTES	0	434,240	434,240	412,160
PRINCIPAL 2016 CERTIFICATE OF OBLIGATION	0	131,200	131,200	134,400
PRINCIPAL 2009 COMBINATION TAX & REVENUES C O'S	0	41,667	41,667	83,333
PRINCIPAL 2017 CERTIFICATE OF OBLIGATION	0	280,000	280,000	288,000
TOTAL DEBT SERVICE	705,602	1,657,395	1,657,395	1,675,344
<u>TRANSFERS OUT</u>				
TRANSFER OUT TO 2017 CO'S	0	0	9,480	0
TOTAL TRANSFERS TO OTHER FUNDS	0	0	9,480	0
<u>NON DEPARTMENTAL</u>				
GENERAL LIABILITY INSURANCE & BONDS	44,027	40,207	47,198	46,050
ANNUAL INDEPENDENT AUDIT FEES	29,000	29,000	29,000	33,350
CITY ENGINEER - WATER & SEWER OPERATIONS	59,914	26,000	0	0
OTHER PROFESSIONAL FEES	30,674	0	650	0
NAWS SEWER BILLING	13,022	12,900	12,631	13,700
CUSTOMER SERVICE TRANSFER GENERAL FUND	420,000	420,000	420,000	420,000
DEPRECIATION EXPENSE	2,209,372	0	0	30,858
UTILITY 4% WATER FRANCHISE FEE	107,103	102,686	110,150	107,103
UTILITY 4% SEWER FRANCHISE FEE	89,106	72,907	78,056	90,000
TOTAL NON DEPARTMENTAL	3,002,218	703,700	697,685	741,061
TOTAL NON DEPARTMENTAL	3,707,820	2,361,095	2,364,560	2,416,405

ALLIANCE INTERNATIONAL BRIDGE FUND

The **Alliance International Bridge Fund** is used to account for revenues and expenses of the International Toll Bridge located between Donna, Texas and Rio Bravo Mexico. The accrual basis of accounting is used by this fund in accordance with generally accepted accounting principles (GAAP).

Alliance International Bridge

Charges for Current Services	\$ 2,060,084	71.04%
Rentals	\$ 27,000	0.93%
Miscellaneous	\$ 12,742	0.44%
Transfers In	\$ 800,000	27.59%
Total Revenues	2,899,826	

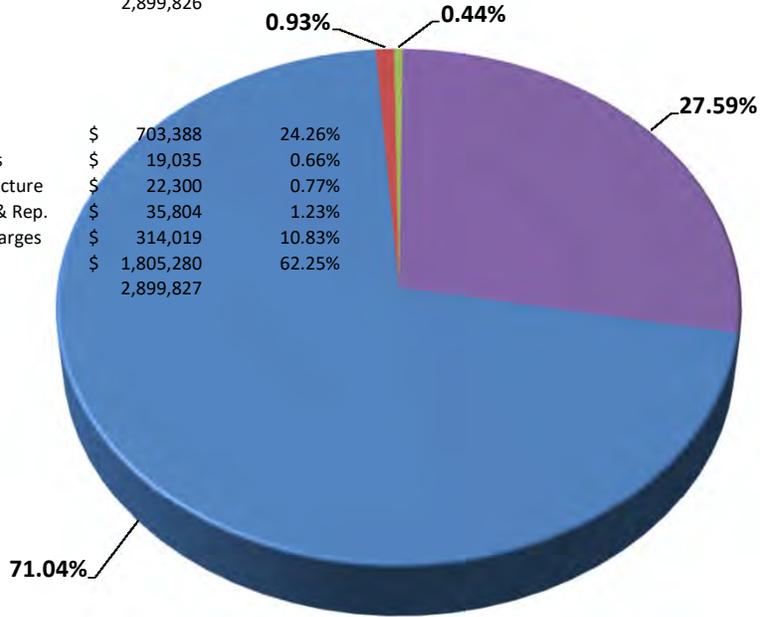
Summary of Revenues Total \$ 2,899,826

Charges for

Personnel Services	\$ 703,388	24.26%
Supplies & Materials	\$ 19,035	0.66%
Property & Infrastructure	\$ 22,300	0.77%
Equipment Rentals & Rep.	\$ 35,804	1.23%
Other Services & Charges	\$ 314,019	10.83%
Rentals	\$ 1,805,280	62.25%
	2,899,827	

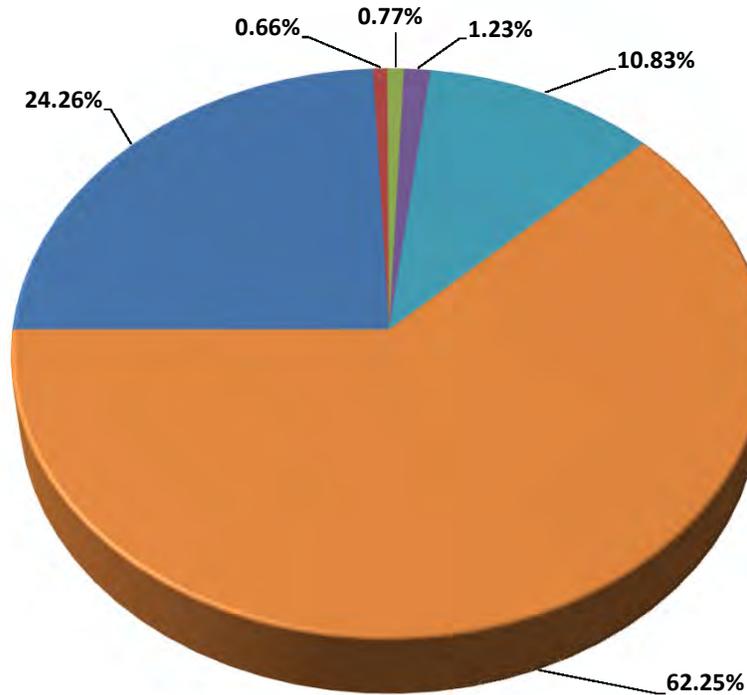
Miscellaneous
\$12,742

Transfers In
\$800,000



Summary of Expenses Total \$ 2,899,826

Personnel Services	\$703,388
Supplies & Materials	\$19,035
Property & Infrastructure	\$22,300
Equipment Rentals & Rep.	\$35,804
Other Services & Charges	\$314,019
Debt Service	\$1,805,280



CITY OF DONNA, TEXAS

DEPARTMENT: SUMMARY BY CATEGORY

FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	EXTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>REVENUES</u>				
CHARGES FOR CURRENT SERVICES	2,296,633	2,440,413	1,571,586	2,060,084
RENTALS	27,000	27,000	27,000	27,000
MISCELLANEOUS	36,617	36,308	14,610	12,742
CONTRIBUTIONS	10,714	0	0	0
TRANSFERS IN	266,495	472,708	472,708	800,000
TOTAL REVENUES	2,637,459	2,976,429	2,085,904	2,899,826
<u>EXPENSES</u>				
PERSONNEL SERVICES	730,004	710,570	705,540	703,388
SUPPLIES & MATERIALS	13,694	21,666	10,273	14,535
PROPERTY & INFRASTRUCTURE	13,887	30,900	5,712	26,800
MAINTENANCE & REPAIRS	23,769	48,554	25,992	35,804
OTHER SERVICE & CHARGES	64,061	68,195	82,329	47,390
CAPITAL OUTLAY	0	10,500	0	0
DEBT SERVICE	1,355,613	1,795,821	1,795,821	1,805,280
TRANSFER TO OTHER FUNDS	0	0	26,348	0
NON DEPARTMENTAL	1,171,640	290,223	314,746	266,629
TOTAL EXPENDITURES	3,372,667	2,976,429	2,966,761	2,899,826
REVENUES OVER/(UNDER) EXPENSES	(735,208)	0	(880,857)	0



CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES

FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>CHARGES FOR CURRENT SERVICES</u>				
PASSENGER VEHICLE TOLLS	2,256,360	2,400,000	1,539,856	1,483,501
CAR PUSHING/PULLING TOLLS	2,492	2,312	3,368	3,472
EXTRA AXLES VEHICLE TOLLS	0	0	0	545,149
RECREATIONAL VEHICLE TOLLS	3,848	3,738	3,916	3,996
AVI - TWO AXLE BUS TOLLS	408	403	100	150
TWO AXLE TRUCK TOLLS	144	130	104	136
BICYCLE TOLLS	64	71	49	52
PEDESTRIAN CROSSING TOLLS	435	465	281	275
MOTORCYCLE TOLLS	507	436	238	273
PARK & RIDE FEES	91	96	15	0
GAIN (LOSS) - PESO EXCHANGES	32,283	32,762	23,659	23,080
TOTAL CHARGES FOR CURRENT SERVICES	2,296,633	2,440,413	1,571,586	2,060,084
<u>RENTALS</u>				
RENTAL OF TABC PROPERTY	27,000	27,000	27,000	27,000
TOTAL RENTALS	27,000	27,000	27,000	27,000
<u>MISCELLANEOUS</u>				
INTEREST INCOME - OPERATING ACCOUNT	0	0	0	0
INVEST INCOME - LOGIC / CASH RESERVE	12	112	6	0
TRUST INCOME - BRIDGE REVENUE FUND	2,080	2,193	1,101	1,100
TRUST INCOME - DEBT SERVICE RESERVE FUND	18,208	18,000	7,260	7,242
TRUST INCOME - 2007 BOND I&S FUND	5,569	4,800	1,703	0
TRUST INCOME - O&M RESERVE FUND	5,304	5,000	2,149	2,200
TRUST INCOME - REPAIR & REPLACE FUND	5,374	5,200	2,178	2,200
TELLER OVER SHORT	69	1,000	213	0
BANK OVER SHORT - PESOS	0	0	0	0
MISCELLANEOUS INCOME	1	3	0	0
TOTAL MISCELLANEOUS	36,617	36,308	14,610	12,742
<u>CONTRIBUTIONS</u>				
CAPITAL CONTRIBUTIONS	10,714	0	0	0
TOTAL CONTRIBUTIONS	10,714	0	0	0
<u>TRANSFERS IN</u>				
TRANSFERS FROM DEBT SERVICE FUND	266,495	472,708	472,708	800,000
TOTAL TRANSFERS IN	266,495	472,708	472,708	800,000
TOTAL REVENUES	2,637,459	2,976,429	2,085,904	2,899,826

Department : Bridge Operations

Service Area Description

The City International Bridge Operations Department services are to collect, deposit, and report daily toll collections.



Mission & Services

- exceeding our customers expectations in accommodating a shorter and safer route to an International Destination.
- updating daily the "bridge vehicle crossing comparison" report and "traffic hourly analysis" report.
- coordinating all market sales for the digital message board.
- marketing of the City International Bridge app.
- maintain excellent teamwork with federal, county, and local authorities, especially CBP.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Estimated 2019-2020	Budget 2020-2021
Full-Time	11	13	14	13
Part-Time	1	1	0	1
Department Total:	12	14	14	14

Objectives & Performance Measures

- To increase the efficiency of the organization with planning, preparing, and implementing policies, standards for the Bridge Department.
- To open Southbound Commercial Empty traffic in order to increase traffic flow and revenues.
- To continue to work with departments from U.S. / Mexico to find solutions in attracting more customers.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Estimated 2019-2020	Budget 2020-2021
Number of Monthly Crossings	591,021	610,103	386,200	370,875
Total Annual Revenue	\$ 2,385,713	\$ 2,440,413	\$ 2,413,213	\$ 2,037,004
Total Through-Put Time Per Car	20 Seconds	19 Seconds	19 Seconds	19 Seconds

Goals

- To increase efficiency by planning, preparing, and implementing policies, standards for the Bridge Department.
- To continue to improve customer service by implementing a prepaid system and accepting credit cards in the future, as well as updating the axle and loop system.
- To continue to increase the marketing efforts with Social Media, City Website, and advertising through the Park and Ride Digital Message Board for recruiting and retaining business in both the U.S. and Mexico.
- To continue to facilitate the Bridge Live View to all customers.

CITY OF DONNA, TEXAS

DEPARTMENT: BRIDGE OPERATIONS

FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>PERSONNEL SERVICES</u>				
SALARIES AND WAGES	440,595	514,084	498,672	503,303
PART-TIME WAGES	32,126	11,850	32,260	12,200
OVERTIME WAGES	472	2,000	150	2,000
HEALTH / DENTAL / LIFE INSURANCE	71,230	73,412	73,599	75,409
TMRS CONTRIBUTION	142,881	54,778	46,169	57,495
SOCIAL SECURITY & MEDICARE TAX	35,681	40,387	41,318	39,589
WORKERS' COMPENSATION INSURANCE	6,813	12,205	10,955	11,376
STATE UNEMPLOYMENT TAX	204	1,854	2,417	2,016
TOTAL PERSONNEL SERVICES	730,004	710,570	705,540	703,388
<u>SUPPLIES & MATERIALS</u>				
POSTAGE AND DELIVERY SERVICES	98	250	99	250
WEARING APPAREL	2,376	2,894	496	1,660
FUEL AND LUBRICANTS	2,209	2,280	967	1,800
CHEMICALS	175	900	236	325
OFFICE SUPPLIES	2,809	4,160	3,298	2,000
JANITORIAL SUPPLIES	2,328	3,392	1,945	2,500
OTHER SUPPLIES	105	0	0	500
MEALS / REFRESHMENT SUPPLIES	2,233	3,000	2,262	2,000
OFFICE EQUIPMENT / FURNITURE	284	3,510	100	2,500
MINOR EQUIPMENT	1,076	1,280	870	1,000
TOTAL SUPPLIES & MATERIALS	13,694	21,666	10,273	14,535
<u>PROPERTY & INFRASTRUCTURE</u>				
BUILDING MAINTENANCE & REPAIRS	3,344	6,000	2,272	5,000
A/C AND/OR HEATING MAINTENANCE & REPAIRS	1,046	6,050	650	5,000
GROUNDS MAINTENANCE & REPAIRS	1,560	3,000	492	2,000
SIGN MAINTENANCE & REPAIRS	0	1,000	0	1,000
PARKING LOT MAINTENANCE	1,006	1,400	589	500
LIGHTS MAINTENANCE & REPAIRS	463	2,000	1,575	4,800
OTHER MAINTENANCE & REPAIRS	4,711	5,000	125	3,000
TOLL BOOTH MAINTENANCE & REPAIRS	0	0	0	1,000
TOTAL PROPERTY & INFRASTRUCTURE	12,131	24,450	5,703	22,300
<u>MAINTENANCE & REPAIRS</u>				
TELECOMMUNICATION SERVICES	61	0	60	850
OFFICE EQUIPMENT MAINTENANCE	6,890	7,200	3,406	5,400
VEHICLE MAINTENANCE & REPAIRS	971	2,500	1,401	2,500
NETWORK SECURITY MAINTENANCE & REPAIRS	13,356	26,854	13,461	17,054
POWER GENERATION MAINTENANCE & REPAIRS	2,491	12,000	7,664	10,000
TOTAL MAINTENANCE & REPAIRS	23,769	48,554	25,992	35,804
<u>OTHER SERVICE & CHARGES</u>				
TELECOMMUNICATION SERVICES	6,276	12,900	16,912	10,200
PUBLIC NOTICES / ADVERTISING	574	6,000	2,055	3,500
TRAVEL AND/OR TRAINING	5,251	16,444	1,314	5,400
UTILITY SERVICES	18,261	20,040	18,164	18,240
MEMBERSHIP DUES & SUBSCRIPTIONS	3,967	4,000	3,945	5,000
OTHER PROFESSIONAL FEES	28,000	4,500	38,500	1,000
EMPLOYMENT TESTS & EXAMS	70	210	70	150
JANITORIAL SERVICES	0	500	0	600
MISCELLANEOUS EXPENDITURES	0	1,751	0	1,500
DUMPSTER - BRIDGE OPERATIONS	1,663	1,850	1,369	1,800
TOTAL OTHER SERVICE & CHARGES	64,061	68,195	82,329	47,390
<u>CAPITAL OUTLAY</u>				
MOTOR VEHICLES	0	10,500	0	0
TOTAL CAPITAL OUTLAY	0	10,500	0	0
TOTAL BRIDGE OPERATIONS	843,658	883,935	829,837	823,417

Department : TABC Building Rental Operations

Service Area Description

The TABC Building Rental Operations Department is responsible for cleaning and maintain all of the TABC Building in good operating condition.



Mission & Services

- to consistently maintain the upkeep of the TABC Building.

Personnel Summary

Personnel	Actual 2018-2019	Budget 2019-2020	Estimated 2019- 2020	Budget 2020-2021
Full-Time	0	0	0	0
Part-Time	0	0	0	0
Department Total:	0	0	0	0

Objectives & Performance Measures

- To always improve on the maintenance of the TABC and the administrative building by keeping them clean and in good condition.

Performance Indicators	Actual 2018-2019	Budget 2019-2020	Estimated 2019- 2020	Budget 2020-2021
Number of Rental Centers	2	2	2	2

Goals

- To consistently improve on the maintenance the TABC and the administrative building by keeping them clean and ready for public's use.

CITY OF DONNA, TEXAS

DEPARTMENT: TABC BUILDING RENTAL OPERATIONS

FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>TABC BUILDING RENTAL OPERATIONS</u>				
A/C &/OR HEATING MAINTENANCE & REPAIRS	48	2,000	0	1,500
BUILDING REPAIRS	1,362	2,150	0	1,500
GROUNDS MAINTENANCE & REPAIRS	346	2,300	0	1,500
TOTAL TABC BUILDING RENTAL OPERATIONS	<u>1,756</u>	<u>6,450</u>	<u>0</u>	<u>4,500</u>

CITY OF DONNA, TEXAS

DEPARTMENT: NON DEPARTMENTAL

FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	ESTIMATED REV/EXP 2019-2020	CITY COUNCIL APPROVED 2020-2021
<u>DEBT SERVICE</u>				
AMORTIZATION INS., DIS., PREMIUM	9,703	0	0	0
PRINCIPAL 2016 COMB TAX BRIDGE REFUNDING	0	460,000	460,000	485,000
PRINCIPAL 2016 C O'S	0	8,333	8,333	16,667
INTEREST SOS CLAIMS	1,317,775	1,299,500	1,299,500	1,275,875
INTEREST 2016 COMBINATION TAX BRIDGE REFUNDING	28,134	27,988	27,988	27,738
INTEREST 2016 C O'S	0	0	0	0
TOTAL DEBT SERVICE	1,355,612	1,795,821	1,795,821	1,805,280
<u>TRANSFER TO OTHER FUNDS</u>				
TRANSFER OUT SOUTH BOUND INSPECTION FACILITY	0	0	26,348	0
TOTAL TRANSFER TO OTHER FUNDS	0	0	26,348	0
<u>OTHER SERVICE & CHARGES</u>				
GENERAL LIABILITY AND BONDS	11,223	11,223	14,267	12,500
LEGAL	14,000	42,000	0	42,000
ANNUAL AUDIT FEES	9,000	9,000	9,000	10,350
CONSULTANT SERVICES	298,000	228,000	240,215	185,939
DEPRECIATION EXPENSE	839,417	0	0	0
BANK SERVICE CHARGES	0	0	51,264	15,840
TOTAL OTHER SERVICE & CHARGES	1,171,640	290,223	314,746	266,629
TOTAL NON DEPARTMENTAL	2,527,252	2,086,044	2,136,915	2,071,909

**FIVE YEAR CAPITAL
IMPROVEMENT PROGRAM**

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM SCHEDULE
FISCAL YEARS 2021 THROUGH 2025**

Item #	PROJECT	2019-20 Look-back		2020-21	2021-22	2022-23	2023-24	2024-25	FUNDING SOURCE
<u>STREETS & DRAINAGE PROJECTS</u>									
1	Side Walk Project	389,953		389,953					90% GRANT / 10%GF
2	South Avenue Street Improvements			257,604	258,000	258,000	258,000	258,000	URBAN COUNTY
<u>FINANCE</u>									
	Form Burster	21,000	Complete						TN
3	Kiosk System	26,300		26,300					General Fund
<u>INFORMATION TECHNOLOGY</u>									
4	Hardware				150,000				TN
5	Software				50,000				TN
<u>FIRE DEPARTMENT</u>									
6	Fire Fighter Gear					50,000			FF
<u>POLICE DEPARTMENT</u>									
7	Vehicles				150,000				TN
8	Equipment				30,000				TN
9	Police Building				5,000,000				CO'S
<u>PUBLIC WORKS</u>									
10	Vehicles				100,000		100,000		TN
11	Equipment - Backhoes					200,000			TN
<u>PARKS</u>									
12	FEMA Dome				750,000				GRANT
13	Development of Sports Complex				750,000				GRANT
14	Development of Big Joe Park				100,000				GRANT
<u>WATER & SEWER</u>									
	Rehabilitation of Water Plant (Electrical)	662,844	Complete						FEMA
15	Rehabilitation of Water Plant (Rehab)	2,500,000		2,500,000					
16	Water Treatment Plant Expansion						3,220,000		CO's
17	Vehicles				100,000				TN
<u>INTERNATIONAL BRIDGE</u>									
	South-Bound Empty Inspection Facility	4,668,338	Complete						Tx-DOT
18	North Bound Empty Inspection Facility			45,000,000					Tx-DOT/CO's

FUNDING SOURCE LEGEND

CO'S - Certificates of Obligation
 TN - Tax Notes
 Tx-DOT --Texas Department of Transportation
 FEMA - Federal Emergency Management Agency
 FF - FIRE FEE
 GF -- GENERAL FUND

CITY OF DONNA
FIVE YEAR CAPITAL IMPROVEMENTS PROGRAM BY DESCRIPTION
FISCAL YEARS 2021 THROUGH 2025

STREETS & DRAINAGE PROJECTS:

- Item 1. Sidewalk project for various streets thorough out the City.
- Item 2. City Street Improvements.

FINANCE

- Item 3. Kiosk System for resident payment center for water bills.

INFORMATION TECHNOLOGY:

- Item 4. Update operating system on main servers & PC's.
- Item 5. Update software to coincide with operating system.

FIRE DEPARTMENT

- Item 6. Purchase of fire fighter gear.

POLICE DEPARTMENT

- Item 7. Purchase of vehicles.
- Item 8. Equipment for patrol fleet(PC'S etc.).
- Item 9. Remodel Amigos Del Valle Building for new police building.

PUBLIC WORKS

- Item 10. Trucks for Public Works Department.
- Item 11. Backhoes.

PARKS:

- Item 12. FEMA Dome
- Item 13. Development of Sports Complex.
- Item 14. Development of Big Joe Park.

WATER & SEWER:

- Item 15. Rehabilitation of City Water Plant.
- Item 16. Expansion of Water Treatment Plant.
- Item 17. Vehicles and for Water and Sewer departments.

INTERNATIONAL BRIDGE:

- Item 18. Inspection facility expansion of south & northbound fully-loaded trucks.

Impact of Capital Improvement Projects on Current Operational Expenditures

The city's water treatment plant has undergone repairs (2019-20) to replace the electrical structure of the plant itself. This repair is one phase of a bigger project to repair and mitigate damages done to the plant in 2008. The effects on the operating budget are minimal in the current year. Once the city can secure funds to repair the plant (\$3.1M) in its entirety, only then can the residents of Donna benefit from a fully automated Water Treatment Plant. No additional personnel are needed upon completion of this project.

The newly constructed elevated storage tank located on the north-side on Expressway 2 (completed in 2020) will help decommission an older elevated storage tank (successfully completed in 2020) and help service the north-side of the city. This project will have minimal effects on the operating budget, other than annual maintenance on the frame.

In fiscal year 2020-21, the city will continue to proceed forward with a sidewalk project in conjunction with TxDot. The capital costs on this project will be approximately \$390,000, predominantly funded by TxDot. There will be engineering costs to be paid for by the city. The city will benefit extensively with safer walking avenues in and around schools and neighborhoods. No additional personnel are needed upon completion of this project.

The General Services Administration executed a construction license for the commencement of Donna-Rio Bravo Land Port of Entry (LPOE) Phase I which allows for the commercialization of bridge traffic. Upon completion of the project, the Donna-Rio Bravo LPOE would be the third international commercial crossing in Hidalgo County. In October of 2020, the South-Bound Inspection Station construction was complete. This project was funded with a \$5,000,000 TxDot grant. The City is entertaining proposals from financial institutions to help fund the \$45,000,000 needed for the North-Bound Commercial Inspection Facility. The City of Donna will need to pay for the engineering costs for the project. No other major financial implications on the city's operation's budget are foreseen. Once the port is built, the city will have to hire additional staff based on the amount of commercial traffic crossings. This port will facilitate trade and commerce, expedite crossing times, and save costs for commercial carriers. These improvements will make our port a catalyst for growth and development in our region. The addition of a toll collector position is likely needed upon completion of this project. The addition of this position will cost operations about \$40,000 in salaries and benefits.

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: CITY DEBT

**ALL CITY BONDS BONDS
MATURITY RECAP SCHEDULE**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				50,185,000
2/15/2021	2,090,000	1,054,408	3,144,408	48,095,000
8/15/2021		1,020,007	1,020,007	
2/15/2022	2,065,000	1,020,007	3,085,007	46,030,000
8/15/2022		983,829	983,829	
2/15/2023	2,145,000	983,829	3,128,829	43,885,000
8/15/2023		946,366	946,366	
2/15/2024	2,235,000	946,366	3,181,366	41,650,000
8/15/2024		907,451	907,451	
2/15/2025	2,380,000	907,451	3,287,451	39,270,000
8/15/2025		866,050	866,050	
2/15/2026	2,150,000	866,050	3,016,050	37,120,000
8/15/2026		824,153	824,153	
2/15/2027	2,240,000	824,153	3,064,153	34,880,000
8/15/2027		779,913	779,913	
2/15/2028	2,325,000	779,913	3,104,913	32,555,000
8/15/2028		733,283	733,283	
2/15/2029	2,420,000	733,283	3,153,283	30,135,000
8/15/2029		684,648	684,648	
2/15/2030	2,525,000	684,648	3,209,648	27,610,000
8/15/2030		632,770	632,770	
2/15/2031	2,635,000	632,770	3,267,770	24,975,000
8/15/2031		574,188	574,188	
2/15/2032	2,760,000	574,188	3,334,188	22,215,000
8/15/2032		512,738	512,738	
2/15/2033	2,875,000	512,738	3,387,738	19,340,000
8/15/2033		453,408	453,408	
2/15/2034	2,720,000	453,317	3,173,317	16,620,000
8/15/2034		395,025	395,025	
2/15/2035	2,750,000	395,025	3,145,025	13,870,000
8/15/2035		335,125	335,125	
2/15/2036	2,550,000	335,125	2,885,125	11,320,000
8/15/2036		279,725	279,725	
2/15/2037	2,220,000	279,725	2,499,725	9,100,000
8/15/2037		227,500	227,500	
2/15/2038	1,645,000	227,500	1,872,500	7,455,000
8/15/2038		186,375	186,375	
2/15/2039	1,725,000	186,375	1,911,375	5,730,000
8/15/2039		143,250	143,250	
2/15/2040	1,815,000	143,250	1,958,250	3,915,000
8/15/2040		97,875	97,875	
2/15/2041	1,910,000	97,875	2,007,875	2,005,000
8/15/2041		50,125	50,125	
2/15/2042	2,005,000	50,125	2,055,125	0
TOTAL	50,185,000	24,321,918	74,506,918	

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: DEBT SERVICE

**GENERAL OBLIGATION BONDS
MATURITY SCHEDULE RECAP**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				5,992,680
2/1/2021	465,440	118,694	584,134	5,527,240
8/1/2021		111,446	111,446	
2/1/2022	417,960	111,446	529,406	5,109,280
8/1/2022		104,436	104,436	
2/1/2023	419,360	104,436	523,796	4,689,920
8/1/2023		97,376	97,376	
2/1/2024	427,400	97,376	524,776	4,262,520
8/1/2024		90,142	90,142	
2/1/2025	455,520	90,142	545,662	3,807,000
8/15/2025		82,478	82,478	
2/15/2026	289,000	82,478	371,478	3,518,000
8/15/2026		76,185	76,185	
2/15/2027	303,000	76,185	379,185	3,215,000
8/15/2027		69,588	69,588	
2/15/2028	316,000	69,588	385,588	2,899,000
8/15/2028		62,705	62,705	
2/15/2029	330,000	62,705	392,705	2,569,000
8/15/2029		55,518	55,518	
2/15/2030	344,000	55,518	399,518	2,225,000
8/15/2030		48,025	48,025	
2/15/2031	358,000	48,025	406,025	1,867,000
8/15/2031		40,228	40,228	
2/15/2032	377,000	40,228	417,228	1,490,000
8/15/2032		32,013	32,013	
2/15/2033	391,000	32,013	423,013	1,099,000
8/15/2033		23,493	23,493	
2/15/2034	411,000	23,493	434,493	688,000
8/15/2034		14,535	14,535	
2/15/2035	431,000	14,535	445,535	257,000
8/15/2035		5,140	5,140	
2/15/2036	126,000	5,140	131,140	131,000
8/15/2036		2,620	2,620	
2/15/2037	131,000	2,620	133,620	0
	<u>5,992,680</u>	<u>1,950,544</u>	<u>7,943,224</u>	

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: DEBT SERVICE

MATURITY SCHEDULE

TYPE: Limited Tax Refunding Bonds SERIES: 2012
DATED: July 31, 2012 AMOUNT: \$4,775,000.00 *

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				817,080
2/1/2021	147,840	11,603	159,443	669,240
8/1/2021		9,503	9,503	
2/1/2022	168,960	9,503	178,463	500,280
8/1/2022		7,104	7,104	
2/1/2023	162,360	7,104	169,464	337,920
8/1/2023		4,798	4,798	
2/1/2024	158,400	4,798	163,198	179,520
8/1/2024		2,549	2,549	
2/1/2025	179,520	2,549	182,069	0
	<u>817,080</u>	<u>59,512</u>	<u>876,592</u>	

* DEBT SERVICE SHARE .2640 OF 2012 LMT TAX REFUNDING
 WATER & SWR SHARE .7360 OF 2012 LMT TAX REFUNDING

PAYABLE AT: REGIONS BANK
 C/O REGIONS EQUIPMENT FINANCE
 P.O. BOX 11407
 BIRMINGHAM, AL 35246-1001

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: DEBT SERVICE

MATURITY SCHEDULE

TYPE: Tax Notes SERIES: 2014
DATED: December 18, 2014 AMOUNT: \$1,200,000.00 *

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				75,600
2/1/2021	75,600	669	76,269	0
	<u>75,600</u>	<u>669</u>	<u>76,269</u>	

*DEBT SERVICE SHARE 36% OF 2014 TAX NOTES

WATER & SWR SHARE 64% OF 2014 TAX NOTES

PAYABLE AT: Branch Banking & Trust Company
 5130 Parkway Plaza Boulevard
 Charlotte, North Carolina 28217

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: DEBT SERVICE

MATURITY SCHEDULE

TYPE: Certificate of Obligations
DATED: July 15, 2015
SERIES: 2015
AMOUNT: \$4,065,000.00

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				3,445,000
2/15/2021	170,000	75,238	245,238	3,275,000
8/15/2021		71,838	71,838	
2/15/2022	175,000	71,838	246,838	3,100,000
8/15/2022		68,338	68,338	
2/15/2023	180,000	68,338	248,338	2,920,000
8/15/2023		64,738	64,738	
2/15/2024	190,000	64,738	254,738	2,730,000
8/15/2024		60,938	60,938	
2/15/2025	195,000	60,938	255,938	2,535,000
8/15/2025		57,038	57,038	
2/15/2026	205,000	57,038	262,038	2,330,000
8/15/2026		52,425	52,425	
2/15/2027	215,000	52,425	267,425	2,115,000
8/15/2027		47,588	47,588	
2/15/2028	225,000	47,588	272,588	1,890,000
8/15/2028		42,525	42,525	
2/15/2029	235,000	42,525	277,525	1,655,000
8/15/2029		37,238	37,238	
2/15/2030	245,000	37,238	282,238	1,410,000
8/15/2030		31,725	31,725	
2/15/2031	255,000	31,725	286,725	1,155,000
8/15/2031		25,988	25,988	
2/15/2032	270,000	25,988	295,988	885,000
8/15/2032		19,913	19,913	
2/15/2033	280,000	19,913	299,913	605,000
8/15/2033		13,613	13,613	
2/15/2034	295,000	13,613	308,613	310,000
8/15/2034		6,975	6,975	
2/15/2035	310,000	6,975	316,975	0
	<u>3,445,000</u>	<u>1,276,988</u>	<u>4,721,988</u>	

ANNUAL CONTRIBUTION FROM

22 FIRE FEE FUND	70,000.00
45 DEDC 4A	140,000.00
46 DEDC 4B	140,000.00

PAYABLE AT: AMEGY BANK
 1801 MAIN STREET 8TH FLOOR
 HOUSTON, TX 77002

CITY OF DONNA, TEXAS

ISSUANCE: RECAP FUND: WATER & SEWER

**REVENUE BOND
MATURITY SCHEDULE RECAP**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				17,503,154
2/1/2021	1,122,893	277,761	1,400,654	16,380,261
8/1/2021		262,901	262,901	
2/1/2022	1,055,373	262,901	1,318,274	15,324,888
8/1/2022		248,274	248,274	
2/1/2023	1,095,640	248,274	1,343,914	14,229,248
8/1/2023		233,246	233,246	
2/1/2024	1,139,266	233,246	1,372,512	13,089,982
8/1/2024		217,774	217,774	
2/1/2025	1,239,480	217,774	1,457,254	11,850,502
8/1/2025		200,787	200,787	
2/1/2026	947,665	200,787	1,148,452	10,902,837
8/1/2026		187,065	187,065	
2/1/2027	982,000	187,065	1,169,065	9,920,837
8/1/2027		172,404	172,404	
2/1/2028	1,003,165	172,404	1,175,569	8,917,672
8/1/2028		156,979	156,979	
2/1/2029	1,037,500	156,979	1,194,479	7,880,172
8/1/2029		141,001	141,001	
2/1/2030	1,076,000	141,001	1,217,001	6,804,172
8/1/2030		123,541	123,541	
2/1/2031	1,114,500	123,541	1,238,041	5,689,672
8/1/2031		101,818	101,818	
2/1/2032	1,161,335	101,818	1,263,153	4,528,337
8/1/2032		79,125	79,125	
2/1/2033	1,199,832	79,125	1,278,957	3,328,505
8/1/2033		59,627	59,627	
2/1/2034	962,335	59,536	1,021,871	2,366,170
8/1/2034		43,052	43,052	
2/1/2035	904,835	43,052	947,887	1,461,335
8/1/2035		27,060	27,060	
2/1/2036	937,335	27,060	964,395	524,000
8/1/2036		10,480	10,480	
2/1/2037	524,000	10,480	534,480	0
	<u>17,503,154</u>	<u>4,786,977</u>	<u>21,766,131</u>	

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE FUND: INT'L BRIDGE

**REVENUE BONDS
MATURITY SCHEDULE RECAP**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				26,689,166
2/15/2021	501,667	657,952	1,159,619	26,187,499
8/15/2021		645,661	645,661	
2/15/2022	591,667	645,661	1,237,328	25,595,832
8/15/2022		631,119	631,119	
2/15/2023	630,000	631,119	1,261,119	24,965,832
8/15/2023		615,744	615,744	
2/15/2024	668,334	615,744	1,284,078	24,297,498
8/15/2024		599,536	599,536	
2/15/2025	685,000	599,536	1,284,536	23,612,498
8/15/2025		582,786	582,786	
2/15/2026	913,335	582,786	1,496,121	22,699,163
8/15/2026		560,902	560,902	
2/15/2027	955,000	560,902	1,515,902	21,744,163
8/15/2027		537,921	537,921	
2/15/2028	1,005,835	537,921	1,543,756	20,738,328
8/15/2028		513,598	513,598	
2/15/2029	1,052,500	513,598	1,566,098	19,685,828
8/15/2029		488,129	488,129	
2/15/2030	1,105,000	488,129	1,593,129	18,580,828
8/15/2030		461,204	461,204	
2/15/2031	1,162,500	461,204	1,623,704	17,418,328
8/15/2031		432,142	432,142	
2/15/2032	1,221,665	432,142	1,653,807	16,196,663
8/15/2032		401,600	401,600	
2/15/2033	1,284,168	401,600	1,685,768	14,912,495
8/15/2033		370,288	370,288	
2/15/2034	1,346,665	370,288	1,716,953	13,565,830
8/15/2034		337,438	337,438	
2/15/2035	1,414,165	337,438	1,751,603	12,151,665
8/15/2035		302,925	302,925	
2/15/2036	1,486,665	302,925	1,789,590	10,665,000
8/15/2036		266,625	266,625	
2/15/2037	1,565,000	266,625	1,831,625	9,100,000
8/15/2037		227,500	227,500	
2/15/2038	1,645,000	227,500	1,872,500	7,455,000
8/15/2038		186,375	186,375	
2/15/2039	1,725,000	186,375	1,911,375	5,730,000
8/15/2039		143,250	143,250	
2/15/2040	1,815,000	143,250	1,958,250	3,915,000
8/15/2040		97,875	97,875	
2/15/2041	1,910,000	97,875	2,007,875	2,005,000
8/15/2041		50,125	50,125	
2/15/2042	2,005,000	50,125	2,055,125	0
	<u>26,689,166</u>	<u>17,563,437</u>	<u>44,252,603</u>	

CITY OF DONNA, TEXAS

DEPARTMENT: DEBT SERVICE

FUND: INT'L BRIDGE

MATURITY SCHEDULE

TYPE:	Comb Tax & Int'l Toll Bridge Rev Refunding Bds	SERIES:	2016	
DATED:	June 15,2016	AMOUNT:	\$	27,485,000

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2020				25,760,000
2/15/2021	485,000	644,000	1,129,000	25,275,000
8/15/2021		631,875	631,875	
2/15/2022	575,000	631,875	1,206,875	24,700,000
8/15/2022		617,500	617,500	
2/15/2023	605,000	617,500	1,222,500	24,095,000
8/15/2023		602,375	602,375	
2/15/2024	635,000	602,375	1,237,375	23,460,000
8/15/2024		586,500	586,500	
2/15/2025	660,000	586,500	1,246,500	22,800,000
8/15/2025		570,000	570,000	
2/15/2026	850,000	570,000	1,420,000	21,950,000
8/15/2026		548,750	548,750	
2/15/2027	890,000	548,750	1,438,750	21,060,000
8/15/2027		526,500	526,500	
2/15/2028	940,000	526,500	1,466,500	20,120,000
8/15/2028		503,000	503,000	
2/15/2029	985,000	503,000	1,488,000	19,135,000
8/15/2029		478,375	478,375	
2/15/2030	1,035,000	478,375	1,513,375	18,100,000
8/15/2030		452,500	452,500	
2/15/2031	1,090,000	452,500	1,542,500	17,010,000
8/15/2031		425,250	425,250	
2/15/2032	1,145,000	425,250	1,570,250	15,865,000
8/15/2032		396,625	396,625	
2/15/2033	1,205,000	396,625	1,601,625	14,660,000
8/15/2033		366,500	366,500	
2/15/2034	1,265,000	366,500	1,631,500	13,395,000
8/15/2034		334,875	334,875	
2/15/2035	1,330,000	334,875	1,664,875	12,065,000
8/15/2035		301,625	301,625	
2/15/2036	1,400,000	301,625	1,701,625	10,665,000
8/15/2036		266,625	266,625	
2/15/2037	1,565,000	266,625	1,831,625	9,100,000
8/15/2037		227,500	227,500	
2/15/2038	1,645,000	227,500	1,872,500	7,455,000
8/15/2038		186,375	186,375	
2/15/2039	1,725,000	186,375	1,911,375	5,730,000
8/15/2039		143,250	143,250	
2/15/2040	1,815,000	143,250	1,958,250	3,915,000
8/15/2040		97,875	97,875	
2/15/2041	1,910,000	97,875	2,007,875	2,005,000
8/15/2041		50,125	50,125	
2/15/2042	2,005,000	50,125	2,055,125	0
	<u>25,760,000</u>	<u>17,272,000</u>	<u>43,032,000</u>	

PAYABLE AT: AMEGY BANK, CORPORATE TRUST DEPT.
 1801 MAIN STREET SUITE 850
 HOUSTON TX, 77002



**CITY OF DONNA
PERSONNEL SUMMARY
FISCAL YEAR 2018-2019, 2019-2020, AND 2020-2021**

	2018-2019		2019-2020		2019-2020		2020-2021	
	ACTUAL		BUDGET		ACTUAL		BUDGET	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
CITY MANAGER	3		2		2		1	
MUNICIPAL COURT	2		2		2		2	
FINANCE	6		6		6		6	
INFORMATION TECHNOLOGY	1		1		1		1	
CITY HALL	2		2		2		2	
CITY SECRETARY	1		1		1		1	
TAX ASSESSOR-COLLECTOR	1		1		1		1	
POLICE	46		49		48		47	
FIRE DEPARTMENT	1		2		2		2	
PLANNING & DEVELOPMENT	1		1		1		1	
INSPECTIONS	1		1		1		1	
PUBLIC WORKS	25	1	24	1	24	1	25	1
CITY VEHICLE MAINTENANCE	1		1		1		1	
PARKS & RECREATION	2	21	2	21	2		3	
SWIMMING POOL		10		10				
CODE ENF. & HEALTH INSPECTIONS	2		2		2		2	
ANIMAL CONTROL	1		1		1		1	
CEMETERY	1		1		1		1	
LIBRARY	5	2	4	2	4	2	4	2
GENERAL FUND TOTAL	102	34	103	34	102	3	102	3
WATER & SEWER FUND								
ADMINISTRATION WATER & SEWER	3		3		2		2	
WATER DISTRIBUTION	5		5		5		5	
SEWER COLLECTION	4		4		4		4	
WASTE WATER TREATMENT PLANT	3		3		3		3	
WATER TREATMENT PLANT	5		5		5		5	
UTILITY BILLING & COLLECTIONS	3		3		3		3	
UTILITY FUND TOTAL	23	0	23	0	22	0	22	0
BRIDGE OPERATIONS	14		14	1	13	1	13	1
BRIDGE OPERATIONS TOTAL	14	0	14	1	13	1	13	1
GRAND TOTAL	139	34	140	35	137	4	137	4



CITY OF DONNA
PERSONNEL SUMMARY
FISCAL YEAR 2018-2019, 2019-2020, AND 2020-2021

<u>DEPARTMENT POSITIONS</u>	2018-2019		2019-2020		2019-2020		2020-2021	
	ACTUAL		BUDGET		ACTUAL		BUDGET	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>CITY MANAGER</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		0	
CITY MANAGER	1		1		1		1	
EMERGENCY/RISK MGMT DIRECTOR	1		0		0		1	
	<u>3</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>MUNICIPAL COURT</u>								
CLERK	1		1		1		1	
MUNICIPAL COURT CLERK	1		1		1		1	
	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>FINANCE</u>								
ACCOUNTANT	1		1		1		1	
ACCOUNTING COORDINATOR	1		1		1		1	
ACCOUNTS PAYABLE CLERK	1		1		1		1	
ASSISTANT DIRECTOR OF FINANCE	1		1		1		1	
DIRECTOR OF FINANCE	1		1		1		1	
PAYROLL SPECIALIST	1		1		1		1	
	<u>6</u>	<u>0</u>	<u>6</u>	<u>0</u>	<u>6</u>	<u>0</u>	<u>6</u>	<u>0</u>
<u>INFORMATION TECHNOLOGY</u>								
DIRECTOR OF INFORMATION TECHNOLOGY	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>CITY HALL</u>								
CASHIER	1		1		1		1	
CUSTODIAN	1		1		1		1	
	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>CITY SECRETARY</u>								
CITY SECRETARY	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>TAX ASSESSOR/COLLECTOR</u>								
TAX ASSESSOR/COLLECTOR	1	0	1	0	1	0	1	0
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>POLICE</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		1	
ADMINISTRATIVE LIEUTENANT	1		1		1		1	
CAPTAIN	1		1		1		1	
CORPORAL OFFICER	0		0		2		2	
CRIME LIASON-GRANT	0		1		1		1	
CUSTODIAN	1		1		1		1	
DISPATCHER	4		4		4		4	
DISPATCHER SUPERVISOR	1		1		1		1	
INVESTIGATOR					6		6	
JAILER	3		3		3		3	
LABORER			2		1		0	
LIEUTENANT	1		1		1		1	
POLICE CHIEF	1		1		1		1	
POLICE OFFICER	31		31		19		20	
RECORDS CLERK	1		1		1		1	
SERGEANT					4		4	
	<u>46</u>	<u>0</u>	<u>49</u>	<u>0</u>	<u>48</u>	<u>0</u>	<u>48</u>	<u>0</u>

**CITY OF DONNA
PERSONNEL SUMMARY
FISCAL YEAR 2018-2019, 2019-2020, AND 2020-2021**

	2018-2019		2019-2020		2019-2020		2020-2021	
	ACTUAL		BUDGET		ACTUAL		BUDGET	
<u>DEPARTMENT POSITIONS</u>	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>VOLUNTEER FIRE DEPT</u>								
MAINTENANCE	1		2		2		2	
	<u>1</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>PLANNING & DEVELOPMENT</u>								
DIRECTOR OF PLANNING	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>INSPECTIONS</u>								
CITY INSPECTOR	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>PUBLIC WORKS</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		2	
CREW LEADER	2		2		2		1	
CUSTODIAN		1		1		1		1
DIRECTOR OF PUBLIC WORKS	1		1		1		1	
HEAVY EQUIPMENT OPERATOR	4		4		3		3	
LABORER	16		15		16		17	
MAINTENANCE SUPERVISOR	1		1		1		1	
	<u>25</u>	<u>1</u>	<u>24</u>	<u>1</u>	<u>24</u>	<u>1</u>	<u>25</u>	<u>1</u>
<u>VEHICLE MAINTENANCE</u>								
MECHANIC	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>PARKS & RECREATION</u>								
CREW LEADER							1	
CUSTODIAN								
LABORER	2		2		2		2	
SUMMER LEADERS		19		19				
SUMMER PROGRAM COORDINATOR	0	1		1				
SUMMER PROGRAM SUPERVISOR		1		1				
	<u>2</u>	<u>21</u>	<u>2</u>	<u>21</u>	<u>2</u>	<u>0</u>	<u>3</u>	<u>0</u>
<u>SWIMMING POOL</u>								
LIFEGUARD COORDINATOR	1		1					
LIFEGUARD	7		7					
POOL CASHIER	2		2					
	<u>10</u>	<u>0</u>	<u>10</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>CODE ENFORCEMENT & HEALTH INSP.</u>								
HEALTH CODE ENFORCEMENT	1		1		1		1	
PERMIT CLERK	1		1		1		1	
	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>ANIMAL CONTROL</u>								
LABORER	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<u>CEMETERY</u>								
LABORER	1		1		1		1	
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>

**CITY OF DONNA
PERSONNEL SUMMARY
FISCAL YEAR 2018-2019, 2019-2020, AND 2020-2021**

	2018-2019		2019-2020		2019-2020		2020-2021	
	ACTUAL		BUDGET		ACTUAL		BUDGET	
<u>DEPARTMENT POSITIONS</u>	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>LIBRARY</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		1	
CLERK	2	2	1	2	1	2	1	2
CUSTODIAN	1		1		1		1	
DIRECTOR OF LIBRARY	1		0		0		0	
LIBRARIAN	1		1		1		1	
	<u>5</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>2</u>
<u>UTILITY ADMINISTRATION</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		1	
DIRECTOR OF UTILITIES	1		1		1		1	
UTILITY COORDINATOR	1		1		0		0	
	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<u>WATER DISTRIBUTION</u>								
HEAVY EQUIPMENT OPERATOR	2		2		2		2	
LABORER	3		3		3		3	
	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>
<u>SEWER COLLECTION</u>								
SEWER COLLECTION MAINT. WORKER	3		3		3		3	
WATER DIST. & COLLECTION SUPERVISOR	1		1		1		1	
	<u>4</u>	<u>0</u>	<u>4</u>	<u>0</u>	<u>4</u>	<u>0</u>	<u>4</u>	<u>0</u>
<u>WASTEWATER TREATMENT PLANT</u>								
WASTEWATER CHIEF OPERATOR	1		1		1		1	
WASTEWATER OPERATOR	2		2		2		2	
	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>
<u>WATER TREATMENT PLANT</u>								
WATER TREATMENT PLANT CHIEF OPERATOR	1		1		1		1	
WATER TREATMENT PLANT OPERATOR	4		4		4		4	
	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>5</u>	<u>0</u>
<u>UTILITY BILLING & COLLECTION</u>								
CASHIER CLERK	2		2		2		2	
UTILITY BILLING SUPERVISOR	1		1		1		1	
	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>3</u>	<u>0</u>
<u>BRIDGE</u>								
ASST OPERATIONS MANAGER-PARK & RIDE	1		1		1		1	
DIRECTOR OF INTERNATIONAL BRIDGE	1		1		1		1	
MAINTENANCE	1		1		1		1	
OPERATIONS MANAGER	1		1		1		1	
TOLL COLLECTOR	5		5	1	5	1	5	1
TOLL COLLECTOR SUPERVISOR	4		4		3		3	
SECURITY BRIDGE	1		1		1		1	
	<u>14</u>	<u>0</u>	<u>14</u>	<u>1</u>	<u>13</u>	<u>1</u>	<u>13</u>	<u>1</u>
<u>SUMMARY</u>								
General Fund	102	34	103	34	102	3	102	3
Water & Sewer	23	0	23	0	22	0	22	0
Bridge	14	0	14	1	13	1	13	1
GRAND TOTAL	139	34	140	35	137	4	137	4

ORDINANCE NO. 2020-11

AN ORDINANCE ADOPTING THE BUDGET FOR CITY OF DONNA, TEXAS, APPROPRIATING RESOURCES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; CONTAINING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE; PROVIDING FOR APPROPRIATE READINGS; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DONNA, TEXAS, THAT:

SECTION 1.

The budget estimate of the revenues and expenditures of the City of Donna, Texas as prepared by the City Manager is hereby appropriated by the City Council for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021.

SECTION II.

The sum of ELEVEN MILLION SIX HUNDRED SIXTY-EIGHT THOUSAND SIX HUNDRED SIXTY-TWO AND NO/100 DOLLARS **(\$11,668,662)** is hereby appropriated for the General Fund for the payment of operating expenditures and capital outlays of the City Government.

SECTION III.

The sum of ONE HUNDRED FIVE THOUSAND SIX HUNDRED ONE AND NO/100 DOLLARS **(\$105,601)** is hereby appropriated for the Hotel Occupancy Tax Fund.

SECTION IV.

The sum of SEVENTY-THREE THOUSAND FOUR HUNDRED FIFTEEN AND NO/100 DOLLARS **(\$73,415)** is hereby appropriated for the Fire Equipment Service Fee Fund.

SECTION V.

The sum of EIGHT THOUSAND AND NO/100 DOLLARS **(\$8,000)** is hereby appropriated for the Texas Confiscated Forfeiture Fund.

SECTION VI.

The sum of ONE MILLION FIVE HUNDRED FOUR THOUSAND FOUR HUNDRED EIGHTY AND NO/100 DOLLARS **(\$1,504,480)** is hereby appropriated for the Debt Service Fund for the purpose of paying the accruing interest and redeeming the serial bonds as they mature during the year.

SECTION VII.

The sum of FIVE MILLION TWO HUNDRED TWENTY-ONE THOUSAND SEVEN HUNDRED SIXTY-EIGHT AND NO/100 DOLLARS **(\$5,221,768)** is hereby appropriated for the Water and Sewer Fund for the operating expenses and capital outlay of the municipally owned waterworks and sanitary sewer system.

SECTION VIII.

The sum of TWO MILLION EIGHT HUNDRED NINETY-NINE THOUSAND EIGHT HUNDRED TWENTY-SIX AND NO/100 DOLLARS (**\$2,899,826**) is hereby appropriated for the International Bridge Fund for the operating expenses and capital outlay of the municipally owned international bridge facility.

SECTION IX.

The sum of SEVEN THOUSAND AND NO/100 DOLLARS (**\$7,000**) is hereby appropriated for the Tax Reinvestment Zone #1 Fund for the operating expenses related to administrative expenditures.

SECTION X.

The sum of TEN THOUSAND AND NO/100 DOLLARS (**\$10,000**) is hereby appropriated for the Tax Reinvestment Zone #2 Fund for the operating expenses related to administrative expenditures.

SECTION XI.

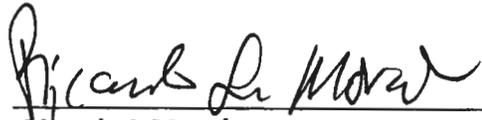
SAVINGS CLAUSE. If any section, part, or provision of this Ordinance is declared unconstitutional or invalid, by a court of competent jurisdiction, then, in that event, it is expressly provided, and is the intention of the City Council in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION XII.

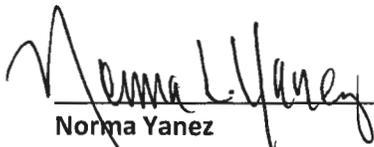
PUBLICATION AND EFFECTIVE DATE CLAUSE. This Ordinance shall be published according to law and shall become effective October 1, 2020.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the City Council of the City of Donna at which a quorum was present and was held in accordance with V.T.C.A., Government Code, Section, 551.041 on this the 15th day of **September 2020**.

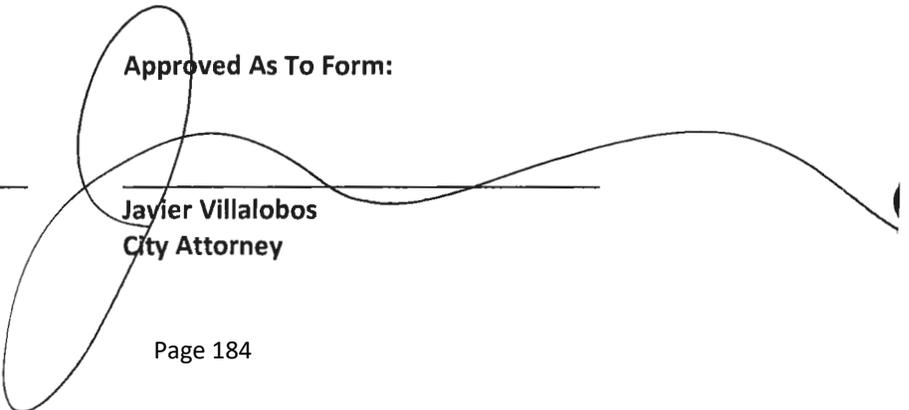
READ, CONSIDERED, PASSED AND ADOPTED on second and final reading of the City Council of the City of Donna at which a quorum was present and was held in accordance with V.T.C.A., Government Code, Section, 551.041 on this the **30** day of **September 2020**.



Ricardo L Morales
Mayor

Attest:


Norma Yanez
City Secretary

Approved As To Form:


Javier Villalobos
City Attorney

ORDINANCE NO. 2020-12

AN ORDINANCE OF THE CITY OF DONNA ADOPTING THE TAX RATE AND LEVY IN AND FOR THE CITY OF DONNA, TEXAS FOR TAX YEAR 2020 UPON ALL TAXABLE PROPERTY IN SAID CITY OF DONNA, TEXAS, FOR THE PURPOSE OF PAYING CURRENT EXPENDITURES OF SAID CITY FOR FISCAL YEAR ENDING SEPTEMBER 30, 2021; CREATING AN INTEREST AND SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BONDED INDEBTEDNESS OF SAID CITY; CONTAINING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE; AND ORDAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTERS HEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DONNA, TEXAS:

SECTION 1.

There is hereby levied for the tax year 2020, upon all the real property situated within the corporate limits of City of Donna, Texas, and on all personal property which was owned within the corporate limits of said City of Donna, Texas on the first day of January, A.D., 2020 except as may be exempt by the constitution and laws of the State of Texas, a total tax of POINT SEVENTY-EIGHT EIGHTY-EIGHT FIFTY-FIVE CENTS (.788855) per hundred dollar of assessed valuation on qualifying property, which said total tax here in levied, is respectively outlined as follows:

SECTION II.

An ad valorem tax, of and at the rate of .638454 per \$100.00 of assessed valuation of said taxable property is hereby levied for the tax year 2020 for general City purposes and to pay the current operating expenditures of the City of Donna, Texas, for the fiscal year ending September 30, 2021 which tax, when collected, shall be appropriated to and deposited in and credited to the General fund

SECTION III

An ad valorem tax, of and the rate of .150401 per \$100.00 of assessed valuation of said taxable property is hereby levied for the year 2020 for the purpose of paying the principal and interest on several outstanding bond issues of the City of Donna, when collected shall be appropriated and deposited in and credited to the Interest and Sinking fund of the City of Donna.

SECTION IV

The City Tax Assessor of the City of Donna, Texas is hereby directed to assess, extend and enter upon the tax rolls of the City of Donna, Texas for the current year, the amounts and rates therein levied, and keep a correct account of same and when collected, the same be deposited

in the depository of the City of Donna, Texas to be distributed in accordance with this Ordinance.

SECTION V.

SAVINGS CLAUSE. If any section, part, or provision of this Ordinance is declared unconstitutional or invalid, by a court of competent jurisdiction, then, in that event, it is expressly provided, and is the intention of the City Council in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION VII. PUBLICATION AND EFFECTIVE DATE CLAUSE.

This ordinance shall be published according to law and shall become effective October 1, 2020.

READ, CONSIDERED, PASSED and APPROVED at a regular meeting of the City Council of the City of Donna, at which a quorum was present first reading this the **15th** day of **September 2020**.

READ, CONSIDERED, PASSED and ADOPTED on second and final reading this **30th** day of **September 2020**.

Ricardo L. Morales
Mayor

Attest:

Approved As To Form and Substance:

Norma Yanez
City Secretary

Ricardo Perez
City Attorney

*Permission
by Albert
Vasquez*

BUDGET GLOSSARY

To assist the reader with the Annual Budget document in understanding various terms, a budget glossary has been included.

Accrual Basis of Accounting - A method of accounting that recognizes the financial effect of transaction, events, and interfund activities when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax - A tax which is levied in proportion to the value of the property against which it is levied. This is commonly referred to as a property tax.

Appraised Value – Estimated values of all properties located within the community as determined by the appraisal district, subject to paying an ad valorem or property tax. (Property values for the City of Donna are established by the Hidalgo Count Appraisal District).

Appropriation Ordinance – Also referred to as the Budget Ordinance, this is the enactment authorized by the City Council to legally authorize city staff to obligate and expend resources.

Assessed Value – The total taxable value placed on real estate and other property as a basis for levying taxes.

Bond – A written promise to pay a sum of money on a specific date(s) at a specified interest rate. The interest payments and the repayment of the principal are detailed in the authorizing bond ordinance.

Budget – A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Calendar – An approved schedule of key dates which the City follows in the preparation and adoption of its budget.

Budget Message – A general discussion of the proposed budget as presented in writing by the budget making authority to the legislative body.

Capital Outlay – Expenditures resulting in the acquisition or addition to fixed assets. The City of Donna will capitalize all purchases of \$5,000 and greater.

Capital Projects Fund – A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities or equipment.

City Council – The Mayor and four council members, functioning as the legislative and policy-making body of the City.

Current Taxes – Taxes levied and due within one year.

Debt Service – Payment of principal and interest to holders of a government's debt instruments.

Debt Service Fund – A fund established to account for the accumulation of resources for the payment of long term debt principal and interest.

Delinquent Taxes – Taxes that remain unpaid after the date on which a penalty for non-payment is attached. (Example: tax statements are mailed out in October and become delinquent if not paid by January 31).

Expenditures – Decrease in net financial resources for the purpose of acquiring an asset, service, or settling a loss.

Expenses – Decrease in net total assets. Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges, which are presumed to benefit the current fiscal period.

Fiscal Year – The twelve (12) month financial period to which the annual operating budget applies. The fiscal year used by the City of Donna begins on October 1st and ends on September 30th.

Fixed Asset – Long term assets, which are intended to be held or used for a significant period of time, such as land, buildings, machinery, or equipment.

Franchise Fee – A fee paid by public service utilities and providers, for the use of public property (right-of-way) in providing their services to the citizens of the community.

Function – Classification of expenditures according to the principal purposes for which the expenditures are made.

Fund – An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or governmental functions.

Fund Balance – A term used to express the equity (assets minus liabilities) of governmental funds and trust funds.

Generally Accepted Accounting Principals (GAAP) – Uniform minimum standards and or guidelines for financial accounting and reporting which provide a standard by which to measure financial presentations. These principals govern the form and content of the basic financial statements of an entity.

General Obligation Bonds – Bonds that finance a variety of public projects, which pledge the full faith and credit of the City.

Infrastructure - Structures and equipment such as highways, bridges, buildings and public utilities such as water and sewer systems.

Intergovernmental Revenue – Revenue collected by one government and distributed to another level of government.

Inter-Fund Transfers – legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended. (Example: Transfers from the General Fund to a Capital Projects Fund).

Maintenance – All materials or contract expenditures covering repair and upkeep of city buildings, machinery, equipment, systems and land

Modified Accrual Accounting – A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

MSA – Metropolitan Statistical Area.

NAFTA – North American Free Trade Agreement.

Objective – A simply stated measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard for performance for a given program.

Operating Budget – Plans of current expenditures and the proposed means of financing them. The use of an annual operating budget is usually required by law to control government spending.

Operating Costs – Outlays for such current period items as expendable supplies, contractual services and utilities.

Ordinance – A formal legislative enactment by the governing board of the municipality. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances. Ordinances and other legislation are not passed until the plans for and costs of the endorsements are known.

Other Services and Charges – The cost related to services performed for the City by individuals, business and utilities.

Performance Indicator – Statistical units that measure the success of a department in meeting goals and objectives and/or the workload and performance of the department.

Personnel Services – The costs associated with compensating employees for their labor. This includes all salaries, wages, and related employee benefits.

Retained Earnings – An equity account that reflects the accumulated earnings of an enterprise fund.

Revenue – Additions to the City's financial assets such as taxes or grants which do not, in and of themselves, increase the City's liabilities, provided that there is no corresponding decrease in assets or increase in other liabilities.

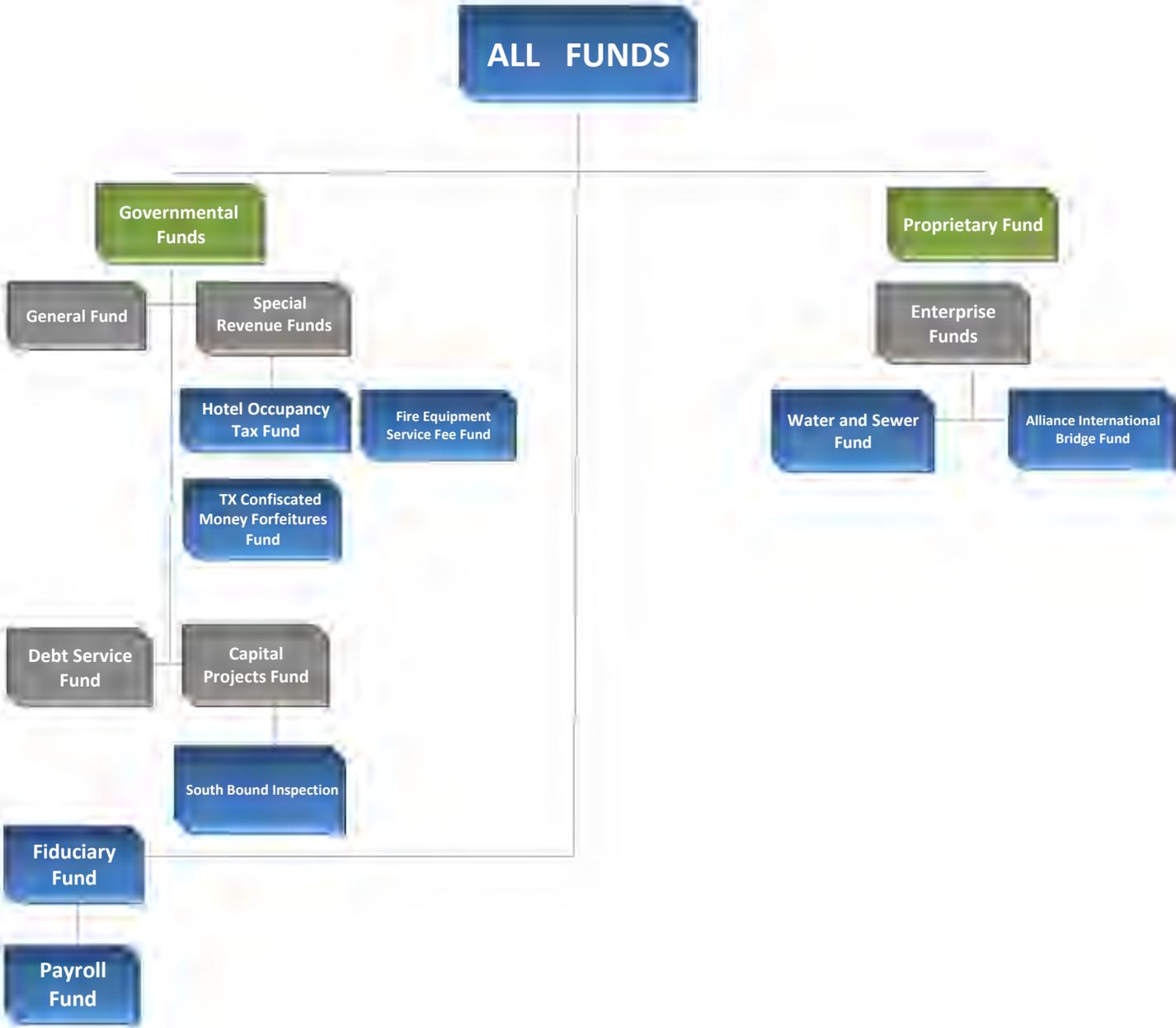
Revenue Bonds – Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

Tax Base - The total value of all real and personal property in the City, as of January 1st of each year, as certified by the Hidalgo County Appraisal District. The tax base represents the net value after all exemptions have been deducted.

Tax Levy – The result from taking the tax base and multiplying it buy the tax rate and dividing by \$100.

Tax Rate – The amount of tax stated in terms of a unit of the tax base; for example, the City of Donna expresses the tax in terms of dollars per hundred dollars of assessed valuation.

FUND STRUCTURE FISCAL YEAR 2020-2021



FUND RELATIONSHIPS

A “Fund” is an accounting device used to classify City activities for management purposes. A fund can be interpreted as a bank account into which revenues are deposited and from which expenditures are paid from for a specific purpose. There are 3 major funds: the General Fund, Water and Sewer Fund, and the International Bridge Fund. The majority of the City’s activities revolve around these funds. The General Fund is the most commonly used account which includes all property and franchise taxes and municipal court fines which are also both budgeted and received in this fund. The Payroll and Accounts Payable account are centralized for efficiency purposes. The Debt Service Fund was established to account for funds that are needed to ensure that the principal and interest payments on all outstanding bonds including debt instruments are paid as they become due. Special revenue funds include Hotel Occupancy Fund, the Fire Fund, and two (2) TIRZ funds which are utilized on a lesser level. The Hotel Occupancy Fund accounts for revenues from the Hotel Occupancy taxes collected. Fire Fee Fund also generates revenues from Fire Fees collected. Both Reinvestment Zone 1 & 2 accounts are used for the facilitation of the development of land within the boundaries of TIRZ #1 and #2. Funds are used for both development and improvement projects within each zone. Revenue is generated from property taxes, over a base amount, in its designated zone. Funds are generally classified in the following manner:

FUND/PURPOSE:

RELATIONSHIP TO OTHER FUNDS:

GENERAL FUND

To account for most operating and expenditures of the City, not specifically required to be reported separately.

Provides funding for general operations or traditional City services. Supports all other fund groups. Accounts for all financial resources of the general government , except those required to be accounted for in another fund.

HOTEL OCCUPANCY TAX FUND

To account for the operations and expenditures for tourism and related programs for the City, primarily advertising and promotion.

Uses no tax dollars for support. This account is funded strictly from the Hotel Occupancy Tax levied by the City.

FIRE EQUIPMENT SERVICE FEE FUND

To account for a fire equipment fee used to finance equipment for the Fire Department.

Uses no tax dollars. Receives funding from Fire Equipment fee assessed on water customers.

TEXAS CONFISCATED MONEY FORFEITURES FUND

To account for revenues and expenditures of the Police Department for activities associated with the Drug Task Force.

Funded strictly from activities associated with the Drug Task Force ; Uses no tax dollars for support.

UTILITY FUNDS (WATER & SEWER)

(ENTERPRISE FUND)

To account for water and sewer system service revenues and expenses. Rates are applied to actual usage.

Rates are based on water consumption for residential and commercial accounts ; Uses no tax dollars. Billing services for other funds.

ALLIANCE INTERNATIONAL BRIDGE FUND

To account for revenues and expenses of the International Toll Bridge located between Donna, TX and Rio Bravo Mexico.

Receives funding from the collection of tolls from from passengers traffic at the Donna-Rio Bravo International Bridge. Debt service fund pays debt.

CAPITAL PROJECTS FUND

To account for financial resources to be used for the acquisition or construction of major facilities or asserts.

Receives funding from the sale of debt instruments for capital improvements and other major city funds.

DEBT SERVICE FUND

To account for the payment of bond principal, interest, paying of agent fees, and a debt service reserve as a sinking fund each year.

An ad-valorem tax rate and tax levy is required to be computed and levied each year, which will be sufficient to produce the money required to pay principal and interest as it comes due and provide the interest and sinking fund reserve.

CITY OF DONNA

DEPARTMENT/FUND RELATIONSHIP

Department	General Fund	Special Revenue	Special Revenue	Special Revenue
	General Fund	Hotel Occupancy Tax	Fire Fee	Texas Confiscated Forfeiture
Administration	X			
Animal Control	X			
Bridge Operations	X			
Cemetery	X			
City Council	X			
City Hall	X			
City Manager	X			
City Secretary	X			
City Vehicle Maintenance	X			
Code Enf. & Health Inspections	X			
Community Support	X			
Debt Service	X			
Finance	X			
Fire Department	X		X	
Information Technology	X			
Inspections	X			
Library	X			
Municipal Court	X			
Non Departmental	X			
Parks & Recreation	X			
Planning & Development	X			
Police	X			X
Public Works	X			
Sanitation	X			
Sewer Collection	X			
Street & Roadways	X			
Swimming Pool	X			
TABC Building Rental Op.	X			
Tax Assessor Collector	X			
Tax Increment	X			
Utility Billing & Collections	X			
Visit Information Center	X	X		
Waste Water Treatment Plant	X			
Water Distribution	X			
Water Treatment Plant	X			

CITY OF DONNA

DEPARTMENT/FUND RELATIONSHIP

Capital	Debt Service	Enterprise	Enterprise	
South Bound Inspection	Debt Service Fund	Water & Sewer	Int'l Bridge	Department
		X		Administration
				Animal Control
X			X	Bridge Operations
				Cemetery
				City Council
				City Hall
				City Manager
				City Secretary
				City Vehicle Maintenance
				Code Enf. & Health Inspections
				Community Support
	X	X		Debt Service
				Finance
				Fire Department
				Information Technology
				Inspections
				Library
				Municipal Court
		X	X	Non Departmental
				Parks & Recreation
				Planning & Development
				Police
				Public Works
				Sanitation
		X		Sewer Collection
				Street & Roadways
				Swimming Pool
			X	TABC Building Rental Op.
				Tax Assessor Collector
				Tax Increment
		X		Utility Billing & Collections
				Visit Information Center
		X		Waste Water Treatment Plant
		X		Water Distribution
		X		Water Treatment Plant

2020 Voter Approval Tax Rate Activity City of Donna

Line	Activity	Amount/Rate
28.	2019 M&O tax rate. Enter the 2019 M&O tax rate.	\$ <input style="width: 100px;" type="text" value=".693987"/>
29.	2019 taxable value adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ <input style="width: 100px;" type="text" value="667,011,250"/>
30.	Total 2019 M&O levy. Multiply Line 28 by Line 29 and divide by 100.	\$ <input style="width: 100px;" type="text" value="4,628,971"/>
31.	<p>Adjusted 2019 levy for calculating NNR M&O rate.</p> <p>A. 2019 sales tax specifically to reduce property taxes. For cities, counties, and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2019, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="0"/></p> <p>B. M&O taxes refunded for years preceding tax year 2019. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="28,997"/></p> <p>C. 2019 taxes in TIF: Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="73,500"/></p> <p>D. 2019 transferred function: If discontinuing all of a department function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in E below. The taxing unit receiving the function will add this amount in E below. Other taxing units enter 0.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="0"/></p> <p>E. 2019 M&O levy adjustments. Add A and B, the subtract C. For taxing unit with D, subtract if discontinuing function and add if receiving function.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="-44,503"/></p> <p>F. Add Line 30 to 31E.</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="4,584,468"/></p>	
32.	Adjusted 2020 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ <input style="width: 100px;" type="text" value="697,951,630"/>

33.	2020 NNR M&O rate (unadjusted) Divide Line 31F by Line 32 and multiply by \$100	\$ <input type="text" value="0.656846"/>
34.	<p>Rate adjustment for state criminal justice mandate.</p> <p>A. 2020 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>B. 2019 state criminal justice mandate Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
35.	<p>Rate adjustment for indigent health care expenditures</p> <p>A. 2020 indigent health care expenditures Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>B. 2019 indigent health care expenditures Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state assistance received for the same purpose</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
36.	<p>Rate adjustment for county indigent defense compensation.</p> <p>A. 2020 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p>	

	<p>B. 2019 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state grants received by the county for the same purpose</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>E. Enter the lessor of C and D. If not applicable, enter 0.</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
37.	<p>Rate adjustment for the county hospital expenditures.</p> <p>A. 2020 eligible county hospital expenditures Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>B. 2019 eligible county hospital expenditures Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2018 and ending on June 30, 2019</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>E. Enter the lessor of C and D, if applicable. If not applicable, enter 0.</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
38.	<p>Adjusted 2020 NNR M&O rate. Add lines 33, 34D, 35D, 36E, and 37E.</p>	<p style="text-align: right;">\$ <input type="text" value="0.656846"/></p>
39.	<p>2020 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.</p> <p>Special Taxing Unit If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08</p> <p>-or-</p> <p>Other Taxing Unit If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035.</p> <p>-or-</p> <p>Taxing unit affected by disaster declaration If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to</p>	<p style="text-align: right;">\$ <input type="text" value="0.679835"/></p>

	calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08.	
40.	<p>Total 2020 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes, (2) are secured by property taxes (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments Enter debt amount</p> <p style="text-align: right;">\$ <input type="text" value="4,164,414"/></p> <p>B. Subtract unencumbered fund amount used to reduce total debt.</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none)</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Subtract amount paid from other resources</p> <p style="text-align: right;">\$ <input type="text" value="2,985,909"/></p> <p>E. Adjusted debt Subtract B, C and D from A</p> <p style="text-align: right;">\$ <input type="text" value="1,178,504"/></p>	
41.	Certified 2019 excess debt collections Enter the amount certified by the collector.	\$ <input type="text" value="0"/>
42.	Adjusted 2020 debt Subtract Line 41 from Line 40E	\$ <input type="text" value="1,178,504"/>
43.	<p>2020 anticipated collection rate.</p> <p>A. Enter the 2020 anticipated collection rate certified by the collector \$ <input type="text" value="100.00"/></p> <p>B. Enter the 2019 actual collection rate \$ <input type="text" value="110.00"/></p> <p>C. Enter the 2018 actual collection rate \$ <input type="text" value="110.00"/></p> <p>D. Enter the 2017 actual collection rate \$ <input type="text" value="111.00"/></p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%</p> <p style="text-align: right;">\$ <input type="text" value="110.00"/></p>	
44.	2020 debt adjusted for collections. Divide Line 42 by Line 43E.	\$ <input type="text" value="1,071,367"/>

45.	2020 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>	\$ 712,335,727
46.	2020 debt rate Divide Line 44 by Line 45 and multiply by \$100	\$.0150401
47.	2020 voter-approval tax rate. Add Line 39 and 46.	\$ 0.830236
48.	COUNTIES ONLY. Add together the voter-approval tax rate for each type of tax the county levies. The total is the 2020 county voter-approval tax rate.	
49.	Taxable sales. For taxing units that adopted the sales tax in November 2019 or May 2020, enter the Comptroller's estimate of taxable sales for the previous four quarters. Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2019, skip this line.	\$ 0
50.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. Taxing units that adopted the sales tax in November 2019 or in May 2020. Multiply the amount of Line 49 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95 -or- Taxing units that adopted the sales tax before November 2019. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
51.	2020 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 712,335,727
52.	Sales tax adjustment rate. Divide Line 50 by Line 51 and multiply by \$100.	\$ 0.000000
53.	2020 NNR tax rate, unadjusted for sales tax Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$.745419
54.	2020 NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2019 or in May 2020. Subtract Line 52 from Line 53. Skip to Line 55 if you adopted the additional sales tax before November 2019.	\$.745419
55.	2020 voter-approval tax rate, unadjusted for sales tax. Enter the rate from Line 47 or Line 48 as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i>	\$ 0.830236
56.	2020 voter-approval tax rate, adjusted for sales tax. Subtract Line 52 from Line 55.	\$.0830236
57.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. The taxing unit shall provide its tax assessor-collector with a copy of the letter.	\$ 0

58.	2020 total taxable value. Enter the amount from Line 21 of the <i>No-New Revenue Tax Rate Worksheet</i> .	\$ 712,335,727
59.	Additional rate for pollution control. Divide Line 57 by Line 58 and multiply by \$100.	\$ 0.000000
60.	2020 voter-approval tax rate adjusted for pollution control. Add Line 59 to one of the following lines (as applicable): Line 47, Line 48 (counties) or Line 56 (taxing units with the additional sales tax).	\$ 0.830236
61.	2019 unused increment rate. Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$ 0.000000
62.	2018 unused increment rate. Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$ 0.000000
63.	2017 unused increment rate. Subtract the 2017 actual tax rate and the 2017 unused increment rate from the 2017 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	\$ 0.000000
64.	2020 unused increment rate. Add Lines 61, 62 and 63.	\$ 0.000000
65.	2020 voter-approval tax rate adjusted for unused increment rate. Add Line 64 to one of the following lines (as applicable): Line 47, Line 48 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with the pollution control).	
66.	Adjusted 2020 NNR M&O tax rate. Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$ 0.656846
67.	2020 total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>	\$ 712.335,727
68.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 67 and multiply by \$100	\$ 0.070191
69.	2020 debt rate. Enter the rate from Line 46 of the <i>Voter-Approval Tax Rate Worksheet</i>	\$ 0.150401
70.	De minimis rate Add Line 66, 68 and 69	\$ 0.877438

2020 No-New-Revenue Rate Activity City of Donna

Line	Activity	Amount/Rate
1.	<p>2019 total taxable value. Enter the amount of 2019 taxable value on the 2019 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 17).¹</p>	\$ <input style="width: 100px;" type="text" value="663,429,166"/>
2.	<p>2019 tax ceilings. Counties, cities, and junior college districts. Enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step.²</p>	\$ <input style="width: 100px;" type="text" value="0"/>
3.	<p>Preliminary 2019 adjusted taxable value. Subtract Line 2 from Line 1.</p>	\$ <input style="width: 100px;" type="text" value="663,429,166"/>
4.	<p>2019 total adopted tax rate.</p>	\$ <input style="width: 100px;" type="text" value=".788855"/>
5.	<p>2019 taxable value lost because court appeals of ARB decisions reduced 2019 appraised value.</p> <p>A. Original 2019 ARB values:</p> <p style="text-align: right;">\$ <input style="width: 100px;" type="text" value="14,571,817"/></p> <p>B. 2019 values resulting from final court decisions:</p> <p style="text-align: right;">- \$ <input style="width: 100px;" type="text" value="10,989,733"/></p> <p>C. 2019 value loss. Subtract B from A.³</p>	\$ <input style="width: 100px;" type="text" value="3,582,084"/>
6.	<p>2019 taxable value subject to an appeal under Chapter 42, as of July 25.</p> <p>A. 2019 ARB certified value: \$ <input style="width: 100px;" type="text" value="0"/></p> <p>B. 2019 disputed value: \$ <input style="width: 100px;" type="text" value="0"/></p> <p>C. 2019 undisputed value Subtract B from A.</p>	\$ <input style="width: 100px;" type="text" value="0"/>
7.	<p>2019 Chapter 42-related adjusted values. Add Line 5 and 6</p>	\$ <input style="width: 100px;" type="text" value="3,582,084"/>
8.	<p>2019 taxable value, adjusted for court-ordered reductions. Add Lines 3 and 7</p>	\$ <input style="width: 100px;" type="text" value="667,011,250"/>
9.	<p>2019 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2019. Enter the 2019 value of property in deannexed territory.⁵</p>	\$ <input style="width: 100px;" type="text" value="0"/>

10.	<p>2019 taxable value lost because property first qualified for an exemption in 2020. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use 2019 market value: \$ <input type="text" value="896,383"/></p> <p>B. Partial exemptions. 2020 exemption amount or 2020 percentage exemption times 2019 value: \$ <input type="text" value="1,408,788"/></p> <p>C. Value loss. Add A and B</p>	<p>\$ <input type="text" value="2,305,171"/></p>
11.	<p>2019 taxable value lost because property first qualified for agricultural appraisal (1d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2020. Use only properties that qualified in 2020 for the first time; do not use properties that qualified in 2019.</p> <p>A. 2019 market value: \$ <input type="text" value="0"/></p> <p>B. 2020 productivity or special appraised value: \$ <input type="text" value="0"/></p> <p>C. Value loss. Subtract B from A. ⁷</p>	<p>\$ <input type="text" value="0"/></p>
12.	<p>Total adjustments for lost value. Add Lines 9, 10C and 11C.</p>	<p>\$ <input type="text" value="2,305,171"/></p>
13.	<p>Adjusted 2019 taxable value. Subtract Line 12 from Line 8.</p>	<p>\$ <input type="text" value="664,706,079"/></p>
14.	<p>Adjusted 2019 total levy. Multiply Line 4 by Line 13 and divide by \$100</p>	<p>\$ <input type="text" value="5,243,567"/></p>
15.	<p>Taxes refunded for years preceding tax year 2019. Enter the amount of taxes refunded by the district for tax years preceding tax year 2019. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019. ⁸</p>	<p>\$ <input type="text" value="32,601"/></p>
16.	<p>Taxes in tax increment financing (TIF) for tax year 2019 Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0. ⁹</p>	<p>\$ <input type="text" value="73,500"/></p>
17.	<p>Adjusted 2019 Levy with refunds and TIF adjustment. Add Lines 14, and 15, subtract Line 16. ¹⁰</p>	<p>\$ <input type="text" value="5,202,668"/></p>
18.	<p>Total 2020 taxable value on the 2020 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹</p>	

	<p>A. Certified values:</p> <p style="text-align: right;">\$ <input type="text" value="708,843,203"/></p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office.</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>D. Tax increment financing: Deduct the 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2020 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below ¹²</p> <p style="text-align: right;">\$ <input type="text" value="9,098,695"/></p> <p>E. Total 2020 value Add A and B, then subtract C and D</p>	<p style="text-align: right;">\$ <input type="text" value="699,744,508"/></p>
19.	<p>Total value of properties under protest or not included on certified appraisal roll. ¹³</p> <p>A. 2020 taxable value of properties under protest The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴</p> <p style="text-align: right;">\$ <input type="text" value="12,591,219"/></p> <p>B. 2020 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵</p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>C. Total value under protest or not certified. Add A and B.</p>	<p style="text-align: right;">\$ <input type="text" value="12,591,219"/></p>
20.	<p>2020 tax ceilings. Counties, cities and junior colleges enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁶</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
21.	<p>2020 total taxable value. Add Lines 18E and 19C. Subtract Line 20C. ¹⁷</p>	<p style="text-align: right;">\$ <input type="text" value="712,335,757"/></p>
22.	<p>Total 2020 taxable value of properties in territory annexed after Jan. 1, 2019. Include both real and personal property. Enter the 2020 value of property in territory annexed. ¹⁸</p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>

23.	Total 2020 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2019. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2019 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2020. ¹⁹	\$ 14,384,097
24.	Total adjustments to the 2020 taxable value. Add Lines 22 and 23.	\$ 14,384,097
25.	Adjusted 2020 taxable value. Subtract Line 24 from Line 21.	\$ 697,951,630
26.	2020 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$.745419 /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2020 county NNR tax rate. ²¹	

- ¹Tex. Tax Code Section
- ²Tex. Tax Code Section
- ³Tex. Tax Code Section
- ⁴Tex. Tax Code Section
- ⁵Tex. Tax Code Section
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- ¹⁶Tex. Tax Code Section
- ¹⁷Tex. Tax Code Section
- ¹⁸Tex. Tax Code Section
- ¹⁹Tex. Tax Code Section
- ²⁰Tex. Tax Code Section
- ²¹Tex. Tax Code Section

CITY OF DONNA, TEXAS
PROPERTY TAX RATES AND ASSESSED VALUES
LAST TEN FISCAL YEARS

<u>Fiscal Year</u>	<u>Tax Levy Year</u>	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>	<u>Assessed Values</u>
2012	2011	0.706169	0.546207	1.252376	341,431,546
2013	2012	0.706169	0.546207	1.252376	379,330,947
2014	2013	0.734764	0.517612	1.252376	419,514,607
2015	2014	0.762395	0.380026	1.142421	440,108,919
2016	2015	0.791292	0.191536	0.982828	499,942,898
2017	2016	0.740318	0.139682	0.880000	539,834,573
2018	2017	0.725352	0.073503	0.798855	614,694,339
2019	2018	0.711131	0.087724	0.798855	620,957,884
2020	2019	0.693987	0.094868	0.788855	668,255,430
2021	2020	0.638454	0.150401	0.788855	708,843,203

DESCRIPTION:

Maintenance and Operation Fund - that portion of a taxing unit's deposited revenues that provides for the maintenance and operation of the jurisdiction and pays for such expenses as staff salaries, utilities, and other day-to-day expenses.

Interest and Sinking Fund - that portion of a taxing unit's deposited revenues that is dedicated to payment of interest on bonds, warrants, certificates of obligations, or other lawfully authorized evidences of indebtedness issued or assured by the unit, and to pay lawfully incurred contractual obligations.



**CITY OF DONNA, TEXAS
ANALYSIS OF ASSESSED VALUES
FISCAL YEAR 2020-2021**

Fiscal Year:	Tax Year:	Assessed Valuation:
2012	2011	341,431,546
2013	2012	379,330,947
2014	2013	419,514,607
2015	2014	440,108,919
2016	2015	499,942,898
2017	2016	539,834,573
2018	2017	614,694,339
2019	2018	620,957,884
2020	2019	668,255,430
2021	2020	708,843,203

**CITY OF DONNA, TEXAS
TOP TEN TAX PAYERS
FISCAL YEAR 2020-2021**

Taxpayer	Assessed Valuation	Percentage of Total Assessed Valuation
Wal-Mart Real Estate Business	18,895,558	25.26%
MHC Victoria Palms, LLC.	12,633,479	16.89%
Packaging Corporation of America	9,323,978	12.46%
Wal-Mart Property Tax Department	6,787,530	9.07%
AEP Texas	5,948,720	7.95%
Love's Travel Stops & Stores	4,738,941	6.33%
Ron Hoover Companies of Donna	4,516,601	6.04%
BH Hester Donna, LLC.	4,162,501	5.56%
Loves Travel Stop	3,981,199	5.32%
Wonderful Citrus Packing, LLC.	3,824,199	5.11%
Total Top Ten Taxpayers	\$ 74,812,706	100%
Total Assessed Valuations	\$ 708,843,203	

CITY OF DONNA, TEXAS

MISCELLANEOUS STATISTICAL DATA

YEAR ENDED SEPTEMBER 30, 2020

Date of Incorporation: May 13, 1913

Date of Adoption of City Charter: February 7, 1957
Amended January 17, 1981
Amended May 7, 1994

Form of Government: Council, City Manager
 Commission Form of Government May 13, 1913
 Home Rule Charter February 19, 1957

Geographic Data:
 City Area 5.1 sq. miles
 Average Elevation 86 Ft.

Population:

2020 Est.	18,260
2019 Est.	16,600
2018 Est.	26,112
2017 Est.	25,600
2016 Est.	25,500
2015 Est.	25,100
2014 Est.	25,100
2013 Est.	25,100
2012 Est.	15,798
2011 Est.	17,902

Permits Issued:

Business / Health Permits	101
Garage Sales	733
Electrical	286
Plumbing	78
New Residential	76
New Commercial Units	25
Residential Additions	12
Others / Misc.	N/A
Total Fees:	92,225
Valuation Total:	7,321,945

CITY OF DONNA, TEXAS

MISCELLANEOUS STATISTICAL DATA

YEAR ENDED SEPTEMBER 30, 2020

Fire Protection:

Number of Stations	1
Number of Firemen (Volunteers)	26

Police Protection:

Number of Stations	1
Number of Policemen	32

Recreational Facilities:

Number of Parks	5
Number of Municipal Swimming Pools	1
Number of Skateboard Parks	1

Education:

Number of Elementary Schools	14
Number of Middle Schools	4
Number of High Schools	2
Number of Alternative Schools	2

Ports of Entry:

Donna Alliance International Bridge	1
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Utilities:

WATER:

Number of Customers	5,380
Plant Capacity	4.5 MGD
Avg. Daily Use	2.2 MGD

SEWER:

Plant Capacity	1.8 MGD
Sanitary Sewer	36 Miles