



Texas



Donna Alliance International Bridge

**2017-2018**

**FISCAL YEAR BUDGET**

307 South 12<sup>th</sup> Street Donna, TX 78537

[www.cityofdonna.org](http://www.cityofdonna.org)

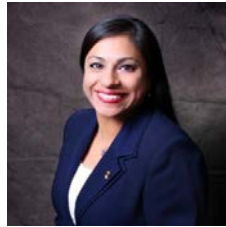
# **City Officials**



**Mayor**

Irene Munoz

## **City Council Members**



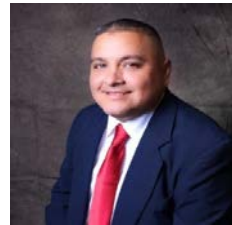
**Mayor Pro-Tem**

Sonia Gallegos, Place 1



**Councilman**

Joey Garza Jr., Place 2



**Councilman**

Simon Saucedo, Place 3



**Councilwoman**

Catarina Alvarado, Place 4

## **Interim City Manager**

Ernesto Silva

## **Director of Finance**

David R. Vasquez

## **City Secretary**

Laura Balderrama

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## 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 *Donna Developer* was first printed on December 1, 1910, in Chapin. That year the Community Church was constructed and shared by the town's Protestant groups. The First Presbyterian Church was founded on July 10, and the First Baptist Church was organized on July 24, 1910. The telephone exchange was installed in 1911. Donna incorporated on April 13, 1911. 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, from 1912 to 1916. Saint Joseph Catholic Church and a school for Mexican children were located there.

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. 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. 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

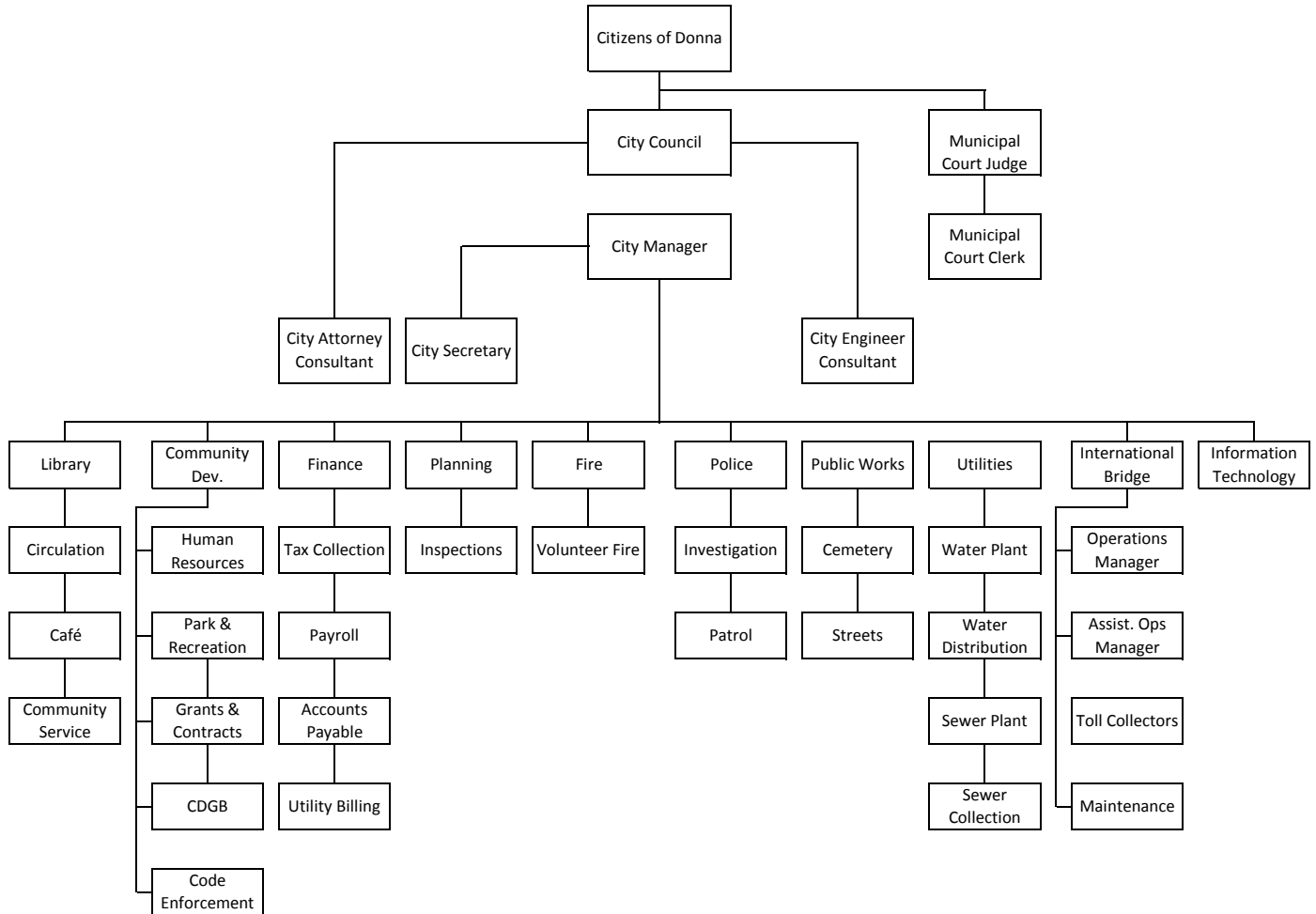
designated a historical landmark in 1964. In 1967 Donna reported 110 businesses (including eight manufacturers), ten churches, a bank, a library, and a newspaper.

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 2017-2018





**BUDGET AND FINANCIAL POLICIES**

**BUDGET CALENDAR**

**CITY MANAGER'S BUDGET MESSAGE**

**MAJOR GOALS**

**CITY'S LOCATION IN RELATION TO STATE  
OF TEXAS**

## **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 18<sup>th</sup>, 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.

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### **BUDGET BASIS OF ACCOUNTING**

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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.

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## **FUNDS**

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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.



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## **THE BUDGET PROCESS**

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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:

### **March**

The city held an off-site budget retreat at South Padre Island. City Council was in attendance to hear presentations from department directors, city engineers, our city manager, and other professionals associated with current and future projects for the city. Presentations by directors included prior year accomplishments and future projects considered priority for the betterment of the community and to communicate funding needed for projects for 2018. These retreats are held as a planning session to help set goals for the current budget year as well as focus the city's efforts for the long range financial planning, and to help point-out areas of the city needing attention, i.e. parks, city buildings.

### **May**

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. 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 with 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 at the budget retreat in March. 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 1<sup>st</sup>.

### **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?

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#### **BUDGET AMENDMENT PROCESS**

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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.

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#### **REVENUE POLICY**

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##### **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:

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- **REVENUE POLICY (Continued)**

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- 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.

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## **EXPENDITURE POLICY**

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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.

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## **INVESTMENT POLICY**

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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,

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**INVESTMENT POLICY (Continued)**

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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.

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**PROCUREMENT POLICY**

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On January 21, 2016, 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.

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**DEBT POLICY**

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**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 2037.

The Debt Service rate portion (.073503) of the total tax rate (.798855) or 9.20% is dedicated for existing debt levels.

The State of Texas statutes 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 .798855 is well below the state limit.

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**DEBT POLICY (Continued)**

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**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.

On June 13, 2017, the City issued Certificates of Obligation, Series 2017 in the amount of \$9,240,000. Proceeds were for contractual obligations in connection with the design, planning, acquisition, construction, equipping, expansion, repair, renovation and/or rehabilitation of certain City-owned public property, including (1) streets and drainage improvements; (2) improvements to the City's youth recreational center; (3) waterworks and sewer system improvements, including elevated water storage tanks, water and sewer lines, water and waste water treatment plant improvements, water meter replacements, demolition of old water treatment plants, and necessary street repairs and reconstruction incidental thereto; (4) roofing at various City buildings, (5) fire station expansion, and (6) payment of contractual obligations for professional services in connection therewith (to wit: consultants, engineering, financial advisory, and legal).

**BOND RATING:**

The City's current bond ratings as of the last issue were for Certificates of Obligation, Series 2017 issued on June 13, 2017 was rated as follows:

**G.O. & REVENUE BONDS**

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

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**DEBT POLICY (Continued)**

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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.

- International Bridge

Combination Tax & International Toll Bridge Revenue Refunding Bonds, Series 21016, 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.

This year's improvement programs represent a significant investment in the City's aging waterworks and sewer system, streets and drainage upkeep, and various City-owned public properties. Planned improvements will allocate resources between the upgrading of treatment facilities, and improved capacity of wastewater mains. Significant initiatives included in these capital improvements are focused on insuring compliance with State and Federal regulatory requirements. This section recognizes that maintenance and provision of public facilities and infrastructure is critical to enhancing our citizen's quality of life and encouraging economic growth and also outlines a concerned effort to achieve a balance between available resources and necessary improvements. The City recognizes that these improvement projects increase future costs therefore monthly financial reports are prepared to enable each department director to manage and monitor their budgets throughout the year.

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**INDEPENDENT AUDIT**

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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 30<sup>th</sup>. 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



Date	Fiscal Year 2017-2018	Responsible
March 16, 2017	Budget retreat for presentations to City Council. This weekend is meant as a planning seminar to help set priorities for the up-coming budget year.	City Council, City Manager, Director of Finance, Department Directors
May 1, 2017	Budget calendar is created to set deadlines and is submitted to City Council.	Director of Finance
June 12, 2017	Distribute Budget Packets/Forms to Department Directors.	Director of Finance
June 13, 2017	Submit Budget Calendar to City Council	City Manager
June 19, 2017	Completed Departmental Goals, Capital & Personnel Requirement Forms due in the Finance Department.	Department Directors
July 3, 2017	Submit Preliminary Budget to City Manager.	Director of Finance
July 05-08, 2017	Review and revise Preliminary Budget	City Manager, Director of Finance, Department Directors
July 25, 2017	Receipt of Certified Appraisal roll Appraisal District HDPD	Tax Assessor/Collector
July 27, 2017	Calculation of Effective Tax Rate	Tax Assessor/Collector
August 3-6, 2017	Retreat at South Padre Island; City Council's work session to review proposed budget.	City Council, Director of Finance, Department Director

Date	Fiscal Year 2017-2018	Responsible
August 15, 2017	Submit Effective tax Rate, Schedule and Fund Balances to City Council.	Tax Assessor/Collector
August 18, 2017	Finalize Preliminary Budget figures.	Director of Finance
August 20, 2017	Publish Notice of Proposed Tax rate for 2017-2018	City Secretary
August 22, 2017	Public hearing on Tax Increase, if City Council proposes a Tax Rate that will exceed the rollback rate or the effective Tax Rate (whichever is lower) Regular Meeting at 5:30 p.m.	City Council, Citizenry, City Manager, Director of Finance
August 29, 2017	2nd Public Hearing on Tax Increase, if City Council proposes a Tax Rate that will exceed the rollback rate or the effective Tax Rate (whichever is lower) Regular Meeting at 5:30 p.m.	City Council, Citizenry, City Manager, Director of Finance
September 1, 2017	72-hour notice for meeting at which governing body will adopt Tax Rate.	City Secretary
September 5, 2017	Hold Public Hearing to adopt Tax Rate.	City Council
September 5, 2017	Adopt Budget and Tax Rate Ordinance. Regular Meeting at 5:30 p.m.	City Council
September 19, 2017	2nd reading of 2017-18 Budget and Tax Rate Ordinances. Regular Meeting at 5:30 p.m.	City Council
September 28, 2017	Publish notice to public inspection of the adopted Budget and file adopted Budget with County Clerk and State Comptroller.	City Secretary



September 19, 2017

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

Re: 2017-2018 Budget

Dear Honorable Mayor and City Council:

It's an honor to present the operating budget for fiscal year beginning October 1, 2017 through September 30, 2018. As you will see in the combined revenue and expenditure and changes to fund balance schedule, the combined revenues for the General, Water and Sewer, International Bridge and Debt Service funds amount to \$33,284,794. The combined expenditures for the above mention funds amount to \$32,733,080 which represents an increase of \$2,249,000 or a 7% change from FY 2016-2017 adopted budget, primarily due to bond related capital expenditures. 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, 2017.. They are also available at the City's web site, [www.cityofdonna.org](http://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 2017-2018 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 2017-2018 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 12<sup>th</sup> Street Donna, Texas 78537  
Phone Number: 956-464-3314 Fax: 956-464-9923



## **Economic Outlook**

Over the past year, the City experienced an increase in economic activity from several business sectors which continued economic recovery for the community. Retail industries were a vast majority of the new projects coming to Donna. Together, the Economic Development Corporation and the City made large investments in the City's infrastructure. These efforts were made in order to attract new businesses to areas of the City that previously could not be supported due to an inadequate utility system. The Corporation also purchased several larger tracts of land to increase their inventory portfolio. This would allow them to recruit high priority businesses that were identified by the City Council during their annual retreat.

The Corporation's main focus over the past year was on the development of a retail center at the intersection of Interstate 2 and FM493 named "The Shops at 493". 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 \$7,800,000. 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. The first pad site was sold to the Corner Store in the amount of \$1,083,578. The Corner Store initiated construction of a 3,000 square foot travel center which is expected to open up for business in October 2017. The travel center is expected to generate approximately \$3.5 million in sales per year.

The City also initiated construction of a 1 million gallon elevated storage tank to provide the necessary fire protection to support The Shops at 493 and all other businesses that are located along Interstate 2. The City purchased the elevated storage tank site from the EDC for \$566,280. The elevated storage tank will also allow the City to demolish the two existing elevated storage tanks which are currently outdated and deteriorated. The new elevated storage tank will cost the City \$2.1 million. The costs to rehabilitate the two older tanks were approximately \$2.7 million; hence, a saving over \$600,000 by building a new elevated storage tank instead of rehabilitating the two older tanks.

The EDC also purchased a 10-acre tract of land which is located on North Avenue in the amount of \$325,000. The property was initially purchased with the intentions that the Donna Independent School District would be using it for the transportation terminal. The District would then trade the existing transportation terminal in exchange of the 10 acres. However, after an election, the District's new Board of Trustees decided not to relocate the transportation terminal, so the City immediately agreed to sell the property to the Hidalgo County Housing Authority in the amount of \$350,000. The property is now going to be developed into a 225-apartment complex with a public-private investment of over \$15.7 million and will also bring much needed housing to the City.

A building permit has also been issued to Circle K for a new travel center at the intersection of Interstate 2 and Val Verde Road. The travel center will be a \$1.5 million dollar project and will have services for both passenger and commercial vehicles. The City participated in the project by extending a sewer line across Val Verde Road to the site. This development is expected to generate approximately \$70,000 in new tax revenues for the City.

The City is excited about the decision made by Love's Travel Stops to call Donna their "new home". The \$4 million dollar travel center will be located at Interstate 2 and Hutto Road and will also be accompanied by an Arby's restaurant. The City will be installing drainage for the entire area and a water line to the site in the amount of \$600,000. The new travel center is estimated to generate approximately \$70,000 in new sales tax revenues for the City.

There are also three new retail plazas under construction in different areas of the City. The Donna Crossings Plaza is currently being built at the intersection of FM 493 and Redskin Avenue. The Plaza will have 15,000 square feet available for lease. There are two new plazas being built on Business 83 and 8th avenue. Garleo Plaza and the Potosina Plaza are going to offer a total of 5,000 feet of retail space which will be available for lease. The total private investment for the three plazas is approximately \$4 million.

The Donna-Rio Bravo International Bridge received federal approval to begin the design of the south and north-bound commercial inspection facilities. The inspection facilities will allow for commercial vehicles to cross beginning in 2018. 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 2018 and increasing up to \$4 million by 2022. Due to the City building the commercial inspection facilities constructed with TxDOT grants, the Bridge should make approximately \$800,000 in the first year of commercial operations, and possibly increase to \$3 million in the following years.

There has been significant positive growth as a result of the City and the Economic Development Corporation investing in infrastructure necessary to provide adequate utility services to new businesses. The Corporation has also invested in increasing its land portfolio to allow the Corporation to recruit specific businesses that will increase the sales tax revenues collected by the City. 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 three years. The crossing of commercial of 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.

## **BUDGET HIGHLIGHTS**

### **General Fund**

- Property tax decrease for fifth consecutive year from 2013-14, 2014-15, 2015-16, 2016-17 and 2017-18 respectively \$1.25, \$1.14, \$.98, \$.88, and \$.798855.
- Assessed Valuation increased to \$614,694,339, up thirteen percent (13%) over prior year.
- Funding for Texas Emergency Services Retirement System for the volunteer fire fighters.
- A two percent (2%) decrease in employees' health insurance.
- Medical Insurance for part-time employees working 30 hours per week or 1,560 hours annually to be in compliance with Affordable Care Act.
- Retirement benefits for part-time employees working 30 hours per week or 1,560 hours annually.
- Dental Insurance provided to all full-time employees.
- Funding for an Assistant City Manager Position, and an Administrative Assistant in Public Works.
- Funding for a secondary Summer Recreational Program that is extended to a local elementary campus.
- Payroll Structure includes base pay for each department position, longevity pay, education pay, certification pay, and assignment pay.
- Additional funding for repairs at the Municipal Swimming Pool.

### **Special Revenue Funds**

- Funding for promotion of city at \$45,000, Chisholm Trail sponsorship at \$44,392, and American Legion sponsorship at \$6,300 related to the Hotel Occupancy Tax Fund.
- A transfer to Debt Service fund \$70,000 from the Fire Fee Fund.

**Debt Service Funds**

- Interest and Sinking tax rate was decreased from \$.1392682 down to \$.073503 by a combination of 1) \$200,000 from fund balance 2) \$140,000 each in Transfer-In from EDC & DEDC 3) \$70,000 Transfer-In from the Fire Fee 4) \$1,500,000 from the bridge.

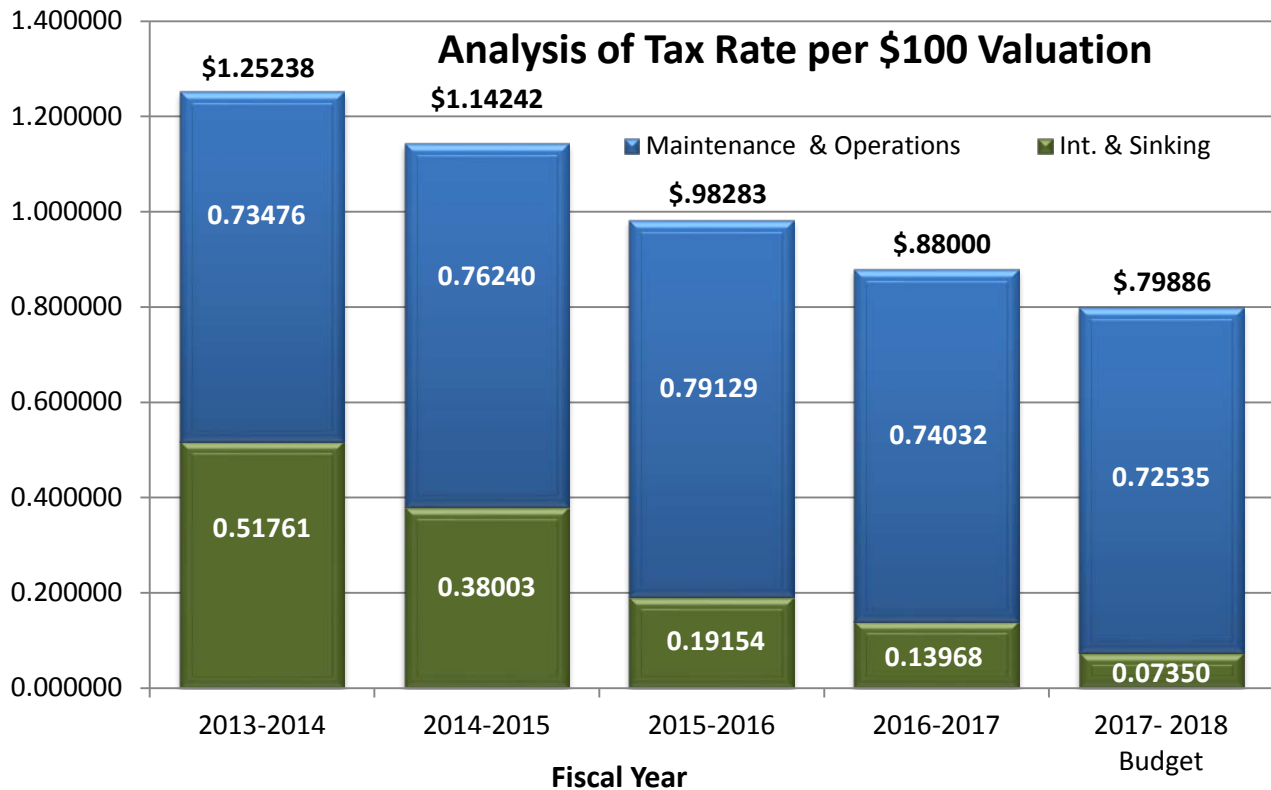
**Enterprise Funds**

- 5% decrease in Water and Sewer rates for tier 2 & 3 the coming fiscal year.
- Bridge passenger crossings projected at 655,752.
- Passenger Toll rate expected to stay at \$3.75 during fiscal year 2017-2018.
- Bridge passenger toll revenues are projected at just over \$2,000,000.
- Increased funding for promotional costs for International Bridge at \$40,000.
- The International Bridge staff will manage the Park & Ride facility.



## **GENERAL FUND**

The 2017-2018 Proposed Budget was prepared on an ad valorem property tax rate of \$.798855 per \$100 of assessed taxable value. The assessed taxable value is up \$72,677,820 or 13% from prior year. The assessed taxable value has increased in the last seven (7) consecutive years. Our appraisal and tax valuations are computed by the Hidalgo County Appraisal District. The City's effective rate is \$.785139.

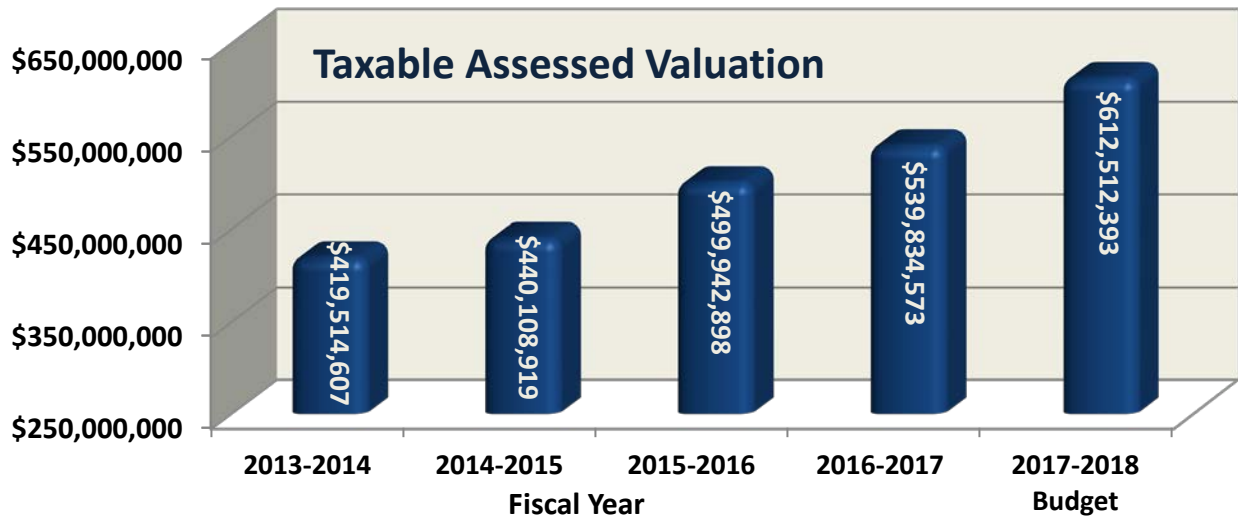


### **Property Tax Rate – 9% Decrease**

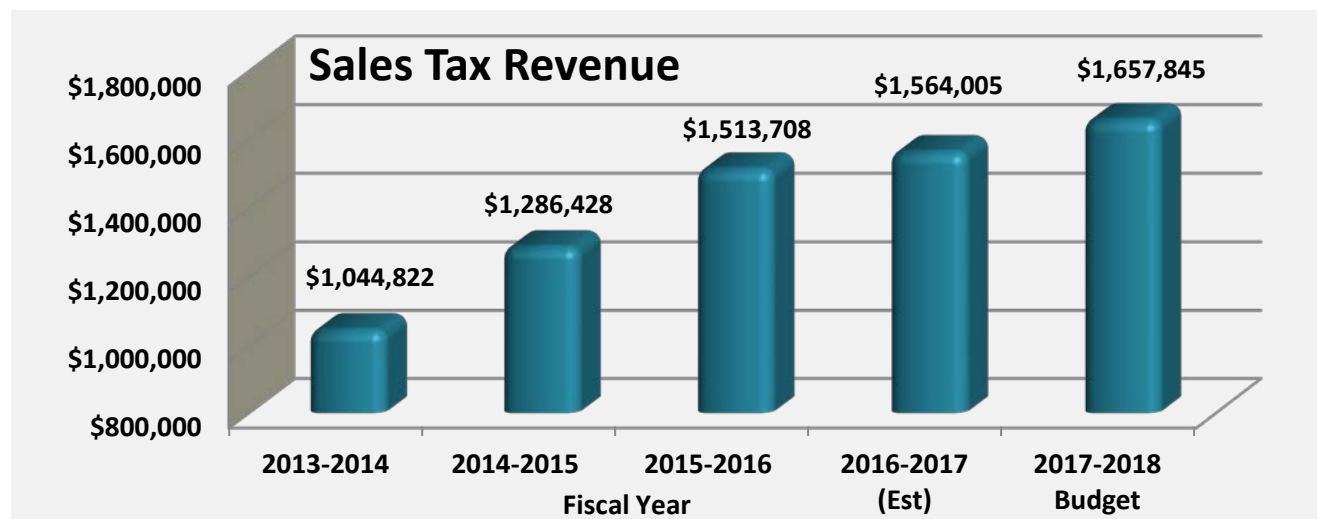
The budget reflects the City Council's and City Manager's decision to decrease property tax rates by eight pennies (\$0.08) or 9% from prior year. This is the fourth consecutive year the overall tax rate has decreased for the City.

The projected General Fund revenues for Fiscal Year 2017-2018 are \$9,144,812 or 6 % above projected revenues for 2016-2017, which is due to an increase in ad valorem and sales taxes collections.

The projected General Fund revenues for Fiscal Year 2016-2017 are \$8,571,069. The largest revenue sources in the General Fund consist of taxes from property, sales, and franchise taxes. These three taxes comprise 75% of the General Fund revenues. The assessed taxable valuation has increased an average of \$40,125,907 over the last four years. Assessed valuations for Tax Levy Year 2017 increased by \$72,677,820 or 13.46% above prior year, mainly due to an increase in commercial property valuations.



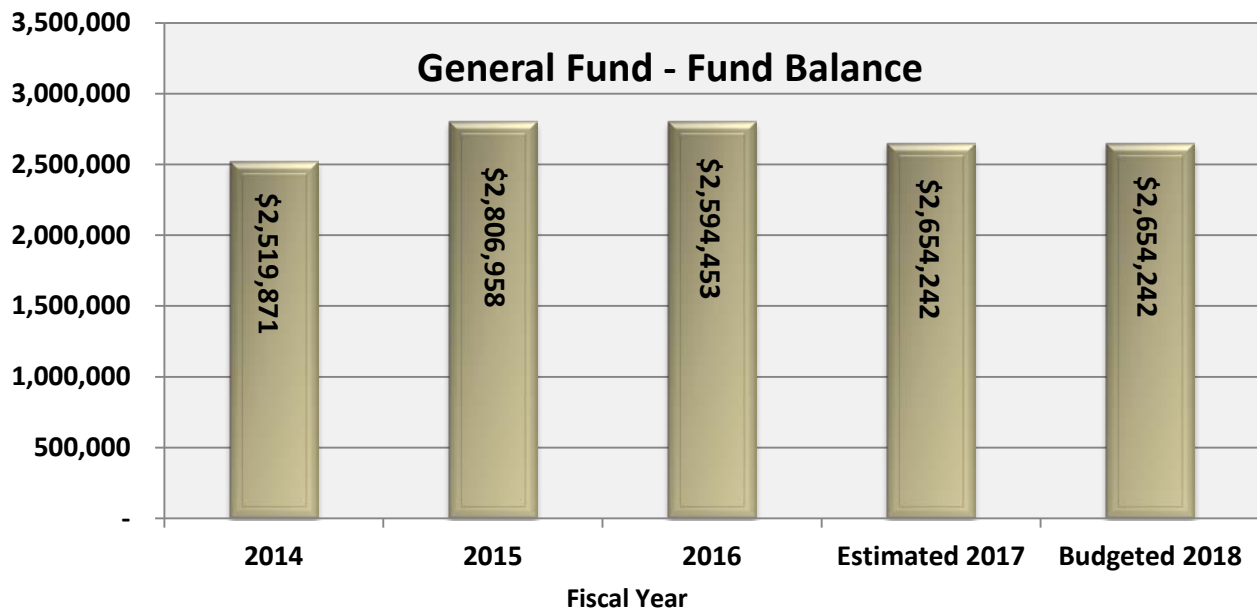
Property taxes continue to be our greatest revenue source immediately followed by Sales Tax. Sales tax revenues are projected at \$1,657,845 for 2017-2018. The Sales Tax Revenue is projected to increase by 4.5 % from current year. The contributions of Walmart’s sales taxes to the city have helped boost 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 Economic Development Corporation (EDC) has engaged a marketing firm to study the local economy and help identify potential businesses and/or retailers willing to invest in the City of Donna. Donna EDC purchased 25 acres along Interstate 2 and FM 493 for the development of a retail center.



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 \$978,388 for fiscal year 2017-2018.

The total proposed expenditures for 2017-2018 related to the General Funds are categorized as follows: Personnel Services \$5,329,280; Supplies and Materials \$410,899; Property and Infrastructure

\$129,650; Equipment Rental & Repairs \$367,475; Other Services and Charges \$2,798,538; and Debt Service at \$108,970.



The General Fund Balance is projected to be \$2,654,242 or approximately 37% 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 2017-2018 are \$151,638. Donna will sponsor the 5<sup>th</sup> annual Chisholm Trail Festival in February 2018 at the Donna City Square drawing visitors from surrounding areas. The 2017 event drew approximately 10,000 visitors. Appropriations in the form of sponsorships for the festival are at \$44,392. Another city-event being planned is the Viva Donna event, appropriations total \$45,000. Contributions to the first United States American Legion Post # are \$6,300.

### **CAPITAL PROJECTS**

Capital Project Funds are established to account for all resources used for the acquisition and/or construction of capital facilities and road improvements except those financed by proprietary funds.

In July 2016, the city issued \$6,000,000 in combination and tax revenue bonds, \$5 million were for Water and Sewer projects and \$1 million for engineering projects related to the International Bridge. Of the \$5 million dollars allocated for Water and Sewer project \$3.7 million will be carried forward into 2017-2018 to continue with the unfinished Water and Sewer projects. The Bridge has \$405,000 in improvements for 2017-18. The City issued \$9,240,000.00 in Certificates of obligation in May 2017. The bond issue is an 80/20 split between Water and Sewer, Debt Service \$1,954,293 is for streets

and \$7,817,170 is for Water and Sewer improvements. Budgeted for fiscal year 2017-18 is \$1,305,746 for street improvements and 7,074,804 for Water and Sewer from the 2017 bond issue. The 2015 certificates of obligation have a minimal balance of \$171,846 coming forward the majority of the appropriation is for improvements to the City Library.

## DEBT SERVICE FUND

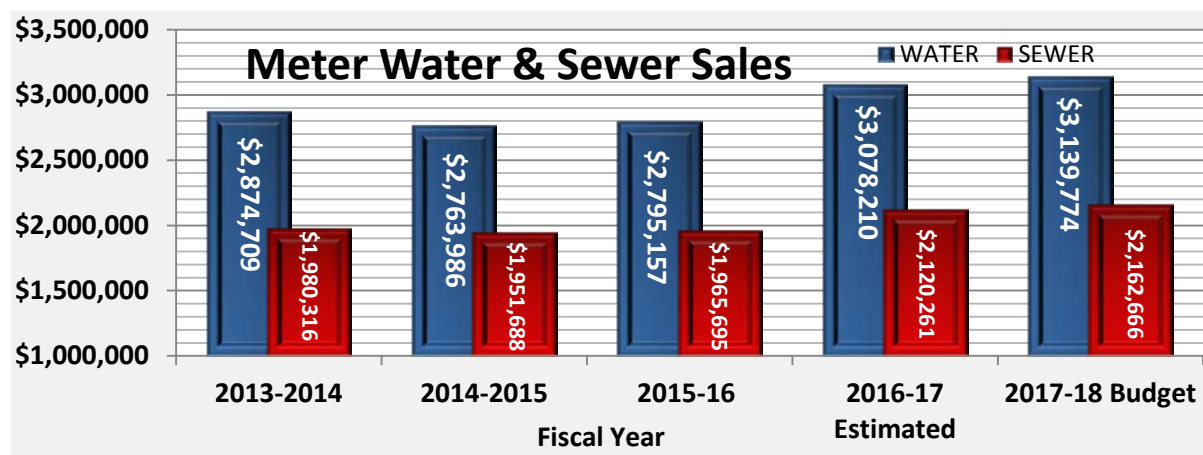
The Debt Service Fund accounts for resources accumulated and payments made for the principle and interest on long-term tax supportable general obligation debt. The Debt Service requirements for outstanding General Obligation Bonds for Fiscal Year 2016-2017 will amount to \$2,355,257. The Debt Service Fund will be funded by an ad valorem property tax rate of \$.139682/100 of assessed value and Transfers-In from Int'l Bridge (\$1,105,000), Donna Economic Development Corporation (\$140,000), Development Corporation of Donna (\$140,000) and the Fire Fee fund (\$70,000).

The revenue is calculated at approximately at 90% collection of the total tax levy. Delinquent tax collections are projected at \$96,700. The City budgets conservatively in calculating the delinquent tax budget based on past history in prior years. The City of Donna plans to adopt 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 2016-2017 are \$5,923,200. Water and Sanitary Sewer operating expenses are estimated at \$7,256,422. Projected expenditures include \$161,583 for improvements at the City distribution plant, and \$283,140 for the purchase of property related to the new water tower. FEMA is currently re-assessing the Water Treatment Plant for damages done in 2008 by hurricane Dolly. Projected costs to repair plant are over \$4 million.

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 2017-2018 marks a three-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 \$2,152,545. Projected passenger crossings are 655,752 (1,796 vehicles per day). The bridge has seen traffic increase by double digits over the past two fiscal years.

The Donna-Rio Bravo International Bridge will soon prove to be a very wise investment. This coming fiscal year facilities will be built and allow for Southbound empty commercial vehicles to cross into Mexico thereby tolls will be collected by the City of Donna. 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 Port of Entry has also been completed named Libramiento II Sur which will increase 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) that allows for the planning and building of the fully loaded Northbound Commercial Truck facilities; therefore, in the upcoming fiscal year, many more changes are expected. The project will be on fast track because it has also been accepted to become a Model Port for non-intrusive inspection. 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 available.

The City of Donna has already begun to receive interest from investors that conduct business with Mexico. Companies that are involved in logistics, transportation and even fueling stations for commercial vehicles have purchased property in the Donna City limits. All this investment will increase ad valorem, and sales taxes, and 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 2017-2018 has taken numerous hours and challenges in order to meet the current and future financial constraints. 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 2017-2018 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 2017-2018 Fiscal Year.

Respectfully submitted,



Ernesto Silva, Interim City Manager

## **MAJOR GOALS FOR FISCAL YEAR 2017-2018**

- Continued reduction of city tax rates (8 cents).
- Construction of the South and North-bound Federal Commercial Inspection Facilities at the Donna Alliance International Bridge for empty commercial traffic via U.S. Customs 559 Donation Acceptance Program.
- Improve commercial Water and Waste Water operations throughout community.
- Improve infrastructure at the Shoppes at 493 along xpressway 2.
- Increase public safety by providing the Police Department the necessary equipment and technology to reduce crime in our community.
- Apply and obtain grants for improvements to City parks.
- Develop plans for the revitalization of a downtown.
- Continue to coordinate with Walmart to attract other businesses to sell its surrounding lots.
- Utilize the 2015, 2016, and 2017 Certificates of Obligation for Streets, Drainage and Water Improvements, and Bridge projects.
- Construction of 1 million gallon elevated storage tank and demolition of existing 500,000 gallon elevated storage tank.
- Renovate water and Waste Water Treatment Plant.
- Install 12" water loop along north side of Interstate 2 and south on Hutto Road to water treatment plant.
- Improve drainage system to eliminate drainage issues within the City.
- Replace water meters City-wide and install remote read meters to better serve our residents.
- Improve the City's shooting range to include a bathroom and instructional class room.
- Adopt a new comprehensive plan for the City.
- Promote and attract business to the Donna Industrial Park.
- Promote the City through Donna Events; Chisholm Trail and Viva Donna festivals.



# 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 25,600.

## Estimated Distance to other Texas Cities

	<u>Miles</u>
San Antonio	243
Austin	316
Houston	350
Dallas	510
El Paso	796

## **PROJECTED FUND BALANCES**

**COMBINED SUMMARY OF REVENUES AND EXPENDITURES/EXPENSES  
AND CHANGES IN FUND BALANCES  
FISCAL YEAR 2017-2018**

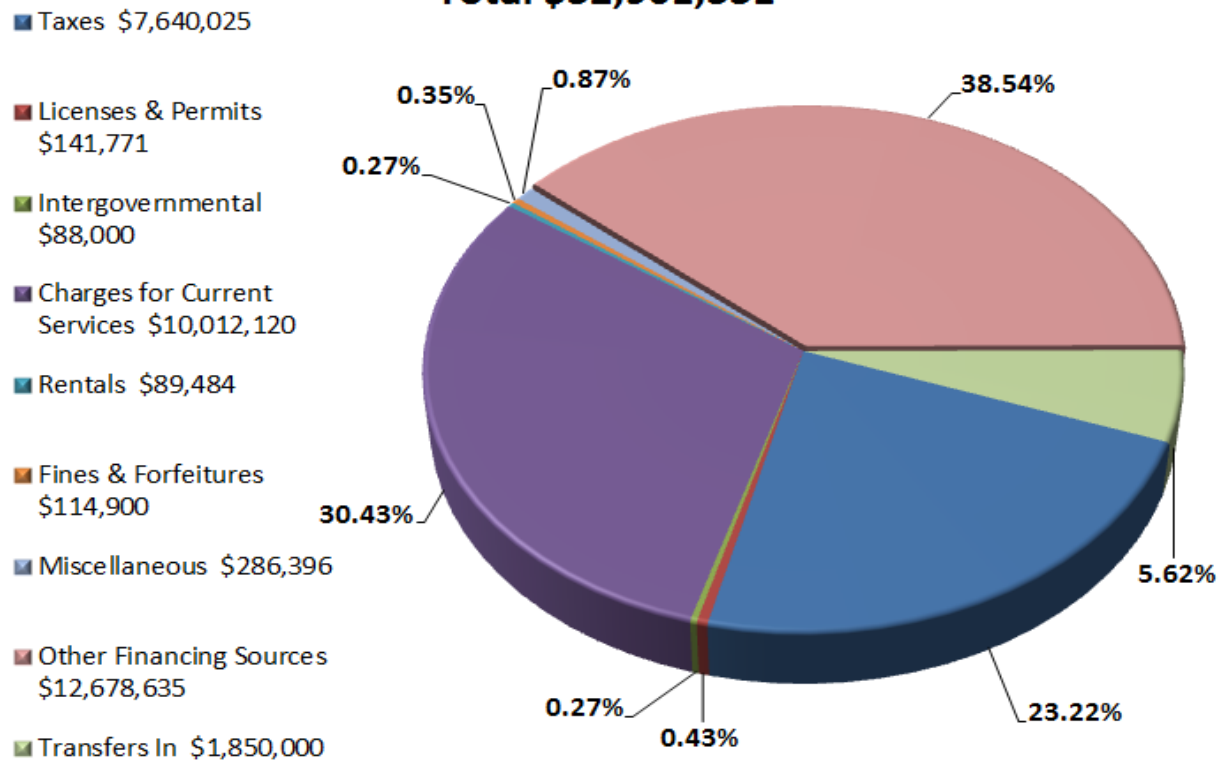
	GENERAL FUND	SPECIAL REVENUE		
	GENERAL FUND	HOTEL/MOTEL TAX FUND	FIRE EQUIP. SERVICE FEE	TEXAS CONFISCATED
<b>ESTIMATED FUND BALANCE/NET POSITION 9/30/2017</b>	<b>2,654,242</b>	<b>412,259</b>	<b>180,593</b>	<b>20,237</b>
<b>REVENUES 2017-18</b>				
4010 TAXES	6,862,680	148,638		
4020 LICENSES & PERMITS	141,771			
4030 INTERGOVERNMENTAL	88,000			
4040 CHARGES FOR CURRENT SERVICES	1,700,039		75,254	
4041 RENTALS	40,012			
4050 FINES & FORFEITURES	111,900			3,000
4060 MISCELLANEOUS	200,410	3,000	1,043	
<b>TOTAL REVENUES</b>	<b>9,144,812</b>	<b>151,638</b>	<b>76,297</b>	<b>3,000</b>
<b>OTHER FINANCING SOURCES</b>				
4090 OTHER FINANCING SOURCES				
4091 TRANSFERS IN	0	0	0	0
<b>TOTAL OTHER SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>9,144,812</b>	<b>151,638</b>	<b>76,297</b>	<b>3,000</b>
<b>EXPENDITURE/EXPENSES</b>				
5001 PERSONNEL SERVICES	5,329,280	48,284		
5002 SUPPLIES & MATERIALS	410,899			20,000
5003 PROPERTY AND INFRASTRUCTURE	129,650			
5004 EQUIP RENTAL & REPAIRS	367,475			
5005 OTHER SERVICE & CHARGES	2,798,538	102,692		
5006 CAPITAL OUTLAY	0		6,297	
5008 DEBT SERVICE	108,970			
<b>EXPENDITURE/EXPENSES</b>	<b>9,144,812</b>	<b>150,976</b>	<b>6,297</b>	<b>20,000</b>
<b>OTHER FINANCING USES</b>				
5009 TRANSFERS (OUT)	0	0	70,000	0
<b>TOTAL OTHER FINANCE USES</b>	<b>0</b>	<b>0</b>	<b>70,000</b>	<b>0</b>
<b>TOTAL EXPENDITURES/EXPENSES</b>	<b>9,144,812</b>	<b>150,976</b>	<b>76,297</b>	<b>20,000</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0</b>	<b>662</b>	<b>0</b>	<b>(17,000)</b>
<b>ESTIMATED FUND BALANCE/NET POSITION 9/30/2018</b>	<b>2,654,242</b>	<b>412,921</b>	<b>180,593</b>	<b>3,237</b>

<b>DEBT SERVICE</b>	<b>CAPITAL PROJECTS</b>	<b>ENTERPRISE FUNDS</b>		
<b>DEBT SERVICE FUND</b>	<b>CAPITAL PROJECTS FUND</b>	<b>UTILITY FUND</b>	<b>INT'L BRIDGE FUND</b>	<b>TOTAL GOVERNMENTAL &amp; ENTERPRISE</b>
2,764,853	0	26,071,926	(8,814,233)	23,289,877
628,707	0			7,640,025
				141,771
				88,000
		5,598,768	2,638,059	10,012,120
		10,472	39,000	89,484
				114,900
11,723		67,150	3,070	286,396
640,430	0	5,676,390	2,680,129	18,372,696
	12,678,635			12,678,635
1,850,000		0	0	1,850,000
1,850,000	12,678,635	0	0	14,528,635
<b>2,490,430</b>	<b>12,678,635</b>	<b>5,676,390</b>	<b>2,680,129</b>	<b>32,901,331</b>
		1,030,187	555,264	6,963,015
		715,689	16,867	1,163,455
		360,500	21,540	511,690
		110,900	25,179	503,554
1,200		1,440,664	271,924	4,615,018
	12,678,635	0	0	12,684,932
2,500,219		1,935,747	176,480	4,721,416
2,501,419	12,678,635	5,593,687	1,067,254	31,163,080
0	0	0	1,500,000	1,570,000
0	0	0	1,500,000	1,570,000
<b>2,501,419</b>	<b>12,678,635</b>	<b>5,593,687</b>	<b>2,567,254</b>	<b>32,733,080</b>
(10,989)	0	82,703	112,875	168,251
<b>2,753,864</b>	<b>0</b>	<b>26,154,629</b>	<b>(8,701,358)</b>	<b>23,458,128</b>

## Combined Summary of Revenues Fiscals Years 2016-2018

	Historical:	Current Year:	Budget:	
Summary of Revenue Sources:		Estimated Year End:	Budget:	% Change
	FY 15-16	FY 16-17	FY 17-18	FY17-FY18
Taxes	7,797,303	7,587,883	7,640,025	0.69%
Licenses & Permits	123,668	117,505	141,771	20.65%
Intergovernmental	652,610	101,540	88,000	-13.33%
Charges for Current Services	8,709,211	9,366,436	10,012,120	6.89%
Rentals	98,517	74,673	89,484	19.83%
Fines & Forfeitures	196,363	110,701	114,900	3.79%
Miscellaneous	208,114	86,509	286,396	231.06%
Other Financing Sources	521,000	-	12,678,635	100.00%
Transfers In	1,689,579	1,838,463	1,850,000	0.63%
<b>Total:</b>	<b>\$ 19,996,365</b>	<b>\$ 19,283,710</b>	<b>\$ 32,901,331</b>	<b>70.62%</b>

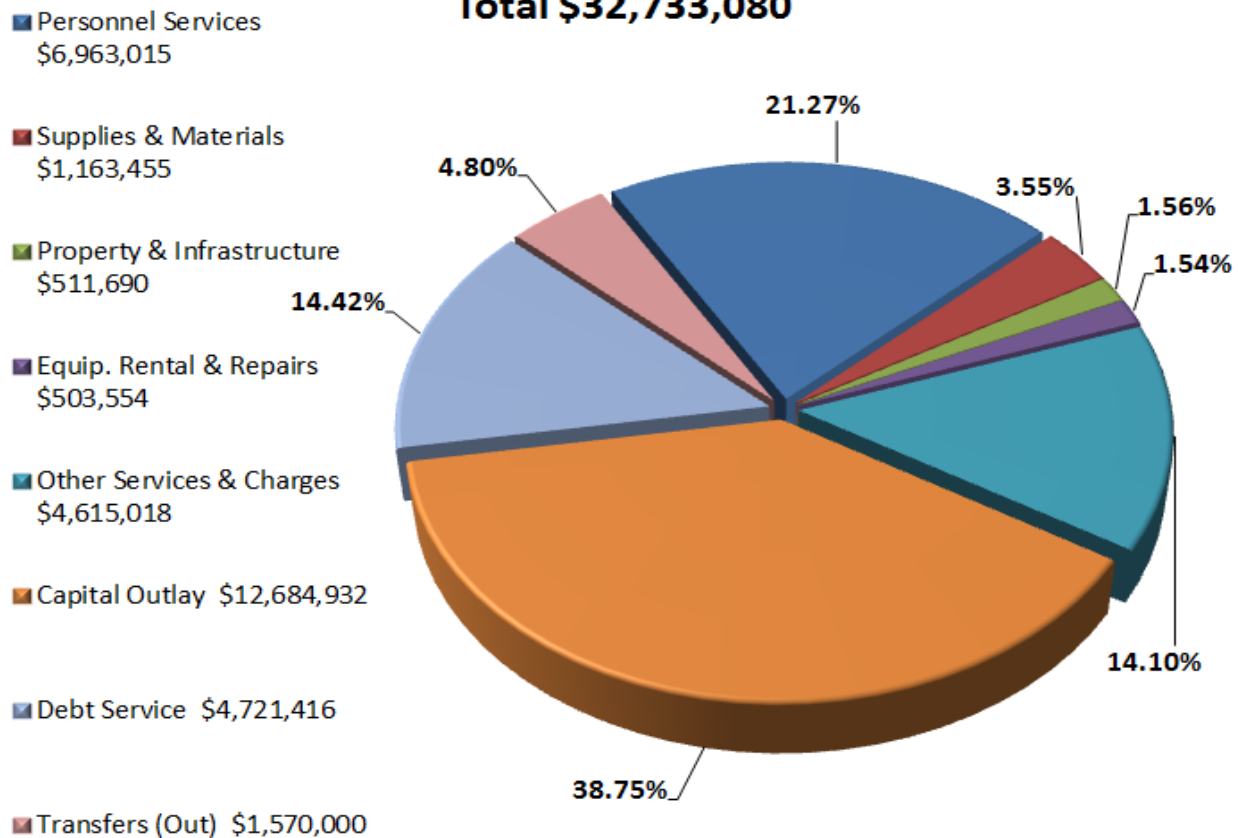
## Combined Summary of Revenues Total \$32,901,331



## Combined Summary of Expenditures/Expenses Fiscals Years 2016-2018

	Historical:	Current Year:	Budget:	
Summary of Expenditures/Exp. Sources	FY 15-16	Estimated Year End: FY 16-17	Budget: FY 17-18	% Change FY17-FY18
Personnel Services	4,977,356	4,921,383	6,963,015	41.48%
Supplies & Materials	413,522	403,963	1,163,455	188.01%
Property & Infrastructure	119,055	148,648	511,690	244.23%
Equip. Rental & Repairs	241,229	282,541	503,554	78.22%
Other Services & Charges	2,292,221	2,819,805	4,615,018	63.66%
Capital Outlay	136,249	151,351	12,684,932	8281.13%
Debt Service	185,180	109,470	4,721,416	4212.97%
Transfers (Out)	593,698	400,000	1,570,000	292.50%
<b>Total:</b>	<b>\$ 8,958,510</b>	<b>\$ 9,237,160</b>	<b>\$ 32,733,080</b>	<b>254.36%</b>

## Combined Summary of Expenditures/Expenses Total \$32,733,080



## **REVENUE PROJECTIONS**

Revenue Projections							
Sources of Revenue:	Actual:	Budget:	Projections:				
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
<b>GENERAL FUND:</b>							
Property Taxes	\$ 4,110,884	4,316,447	4,023,209	3,733,237	3,461,757	3,207,668	\$ 2,969,928
Other Taxes	2,417,228	2,546,233	2,800,856	3,080,942	3,389,036	3,558,488	3,736,412
Licenses & Permits	117,505	141,771	146,024	150,405	154,917	159,565	164,351
Intergovernmental	101,540	88,000	90,640	93,359	96,160	99,045	102,016
Service Fees	1,628,860	1,700,039	1,751,040	1,803,571	1,857,679	1,913,409	1,970,811
Rentals	38,169	40,012	41,212	42,449	43,722	45,034	46,385
Fines & Forfeitures	107,913	111,900	115,257	118,715	122,276	125,944	129,723
Miscellaneous	48,970	200,410	50,000	50,000	100,000	100,000	100,000
	<b>\$ 8,571,069</b>	<b>\$ 9,144,812</b>	<b>\$ 9,018,239</b>	<b>\$ 9,072,677</b>	<b>\$ 9,225,547</b>	<b>\$ 9,209,152</b>	<b>\$ 9,219,627</b>
<b>WATER &amp; SEWER:</b>							
Charges for Services	5,572,135	5,685,399	5,912,815	6,031,071	6,151,693	6,274,727	6,400,221
Rentals	9,504	10,472	10,577	10,682	10,789	10,897	11,006
Investment Related	18,098	67,150	18,200	18,382	18,566	18,751	18,939
Provisions for Bad Debt	(60,000)	(86,631)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Transfers-In	383,463	-	-	-	-	-	-
	<b>\$ 5,923,200</b>	<b>\$ 5,676,390</b>	<b>\$ 5,881,592</b>	<b>\$ 6,000,136</b>	<b>\$ 6,121,048</b>	<b>\$ 6,244,375</b>	<b>\$ 6,370,166</b>
<b>INTERNATIONAL BRIDGE:</b>							
Passenger Tolls	2,152,545	2,638,059	2,822,723	3,020,314	3,231,736	3,457,957	3,700,014
Commercial Tolls	-	-	-	585,000	1,170,000	2,925,000	3,071,250
Rentals	27,000	39,000	39,390	39,784	40,182	40,584	40,989
Investment Related	3,512	6,070	6,131	6,192	6,254	6,316	6,380
	<b>\$ 2,183,057</b>	<b>\$ 2,683,129</b>	<b>\$ 2,868,244</b>	<b>\$ 3,651,290</b>	<b>\$ 4,448,171</b>	<b>\$ 6,429,857</b>	<b>\$ 6,818,633</b>
<b>HOTEL OCCUPANCY TAX:</b>							
Hotel Occupancy Tax	141,561	148,638	156,070	163,873	172,067	180,670	189,704
Investment Income	3,384	3,000	3,030	3,060	3,091	3,122	3,153
	<b>\$ 144,945</b>	<b>151,638</b>	<b>159,100</b>	<b>166,934</b>	<b>175,158</b>	<b>183,792</b>	<b>\$ 192,857</b>

### Methodology – Revenue Projections

**General Fund:** The revenue projections for the General Fund were completed with a close eye on the city's ideal tax rate (sixty cent rate). During the annual retreat mentioned in the budget calendar, city council set a goal of achieving a city tax below \$.80 cents. This goal was achieved in the FY17-18 budget year. The revenue projections were made to achieve the sixty cent rate within a few years. The assumptions include the following: Assessed Value would increase at a modest 5% per fiscal year, cash collections were set at 90% of total, and all other revenues grew at a modest 3% per year from prior fiscal year.

**Water & Sewer Fund:** Projections of revenues for the Water & Sewer Fund are prepared with minimal increases throughout the remaining years. In late 2017, the city is still in the process of installing smart meters throughout the city. The anticipation is that this will increase water revenues; hence the 4% increase in water revenue projections in 2018-19. The remaining years are projected at a minimal 2% increase.

**International Bridge:** The revenue projections for passenger tolls were a 7% increase in 2018-19 and beyond. This projection is on the conservative side, prior fiscal years traffic in the double digits when compared to the prior fiscal years. In 2019-20, the city anticipates completing the south-bound traffic construction in late 2019 with commercial tolls being generated in FY 2020. Beyond 2020, commercial traffic is expected to increase significantly based on traffic studies of nearby ports of entry.

**Hotel Occupancy Fund:** The Hotel Occupancy tax is expected to increase by a modest 3% of the five year revenue forecast. There are currently only four hotels within the city within the city limit.

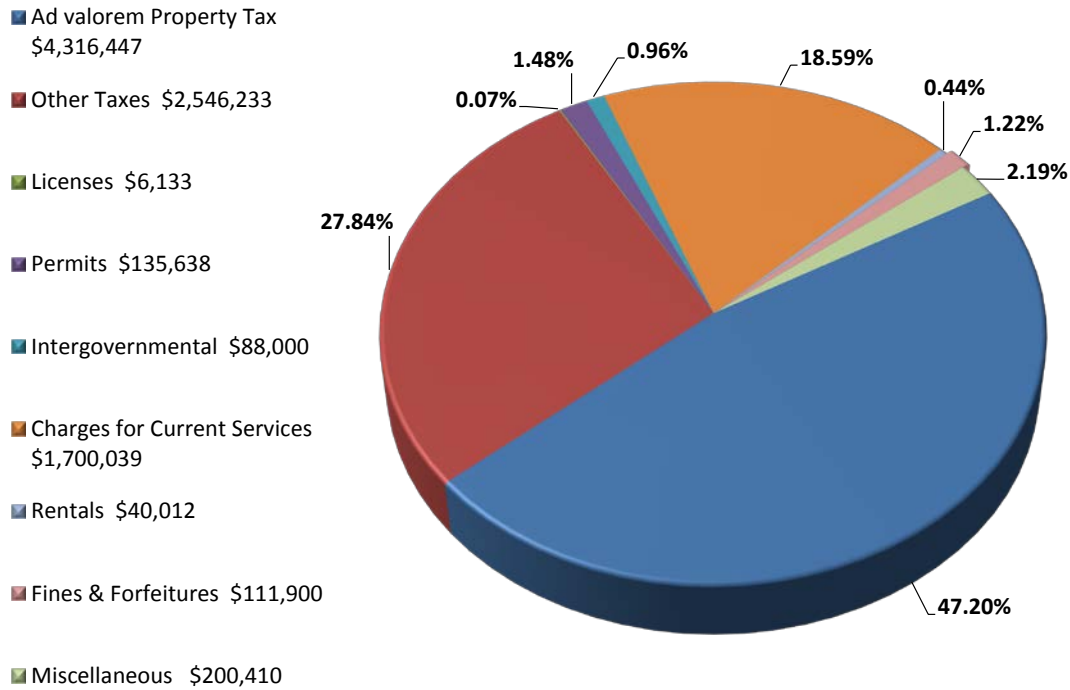


## **GOVERNMENTAL FUNDS**

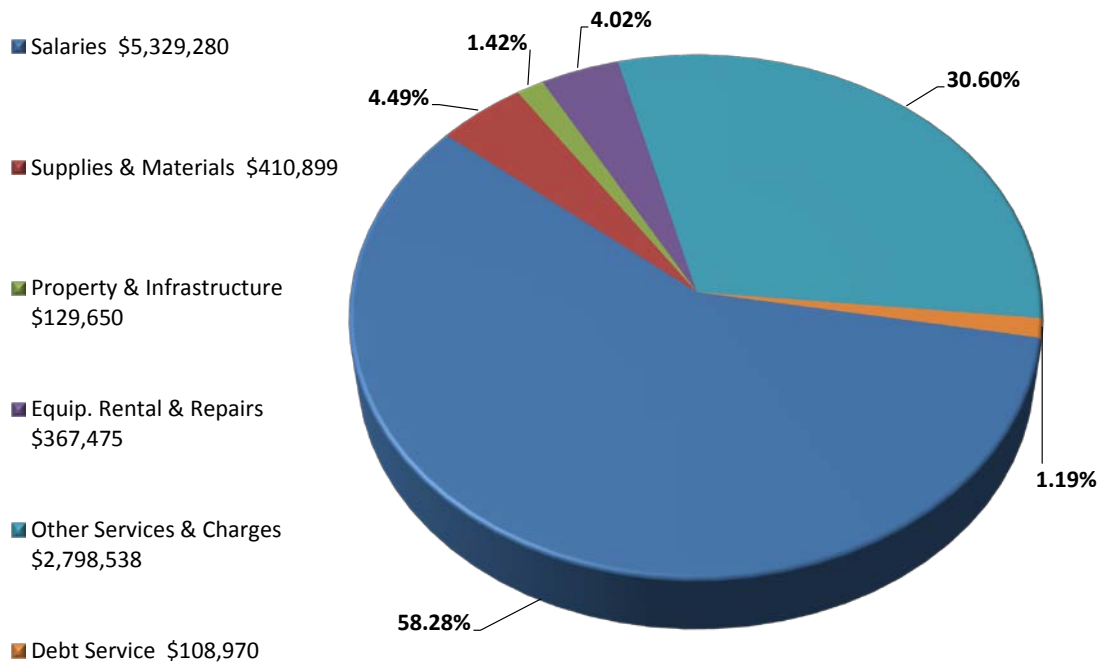
## **GENERAL FUND**

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 \$9,144,812



## Summary of Expenditures Total \$9,144,812



# CITY OF DONNA, TEXAS

## DEPARTMENT: SUMMARY BY CATEGORY

## FUND: 11 GENERAL FUND

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
	<b><u>REVENUES</u></b>				
4010	AD VALOREM PROPERTY TAX	4,148,730	4,025,658	4,110,884	4,316,447
4011	OTHER TAXES	2,324,263	2,456,261	2,417,228	2,546,233
4020	LICENSES	6,860	7,403	5,015	6,133
4021	PERMITS	116,808	136,666	112,490	135,638
4030	INTERGOVERNMENTAL	199,890	857,400	101,540	88,000
4040	CHARGES FOR CURRENT SERVICES	1,585,638	1,614,700	1,628,860	1,700,039
4041	RENTALS	60,429	47,599	38,169	40,012
4050	FINES & FORFEITURES	190,470	136,035	107,913	111,900
4060	MISCELLANEOUS	112,918	39,096	48,970	200,410
	TOTAL REVENUES	8,746,005	9,320,819	8,571,069	9,144,812
	<b><u>EXPENDITURES</u></b>				
4100	SALARIES	4,977,355	5,136,727	4,987,587	5,329,280
4200	SUPPLIES & MATERIAL	431,374	327,481	355,034	410,899
4300	PROPERTY & INFRASTRUCTURE	119,055	101,750	148,671	129,650
4400	EQUIP. RENTAL & REPAIRS	241,231	230,411	239,729	367,475
4500	OTHER SERVICES & CHARGES	2,292,224	2,544,980	2,564,817	2,798,538
4600	CAPITAL OUTLAY	118,400	870,000	117,972	0
4800	DEBT SERVICE	185,179	109,470	109,470	108,970
4900	TRANSFERS OUT	593,698	0	0	0
	TOTAL EXPENDITURES	8,958,516	9,320,819	8,523,280	9,144,812
	<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b><u>(212,511)</u></b>	<b><u>0</u></b>	<b><u>47,789</u></b>	<b><u>0</u></b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: REVENUES

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>AD VALOREM PROPERTY TAX</u></b>				
11-4010-3101 AD VAL PROPERTY TAX CURRENT	3,658,150	3,556,878	3,630,515	3,890,466
11-4010-3102 AD VAL PROPERTY TAX DELINQUENT	328,205	345,904	296,181	302,105
11-4010-3103 PENALTY & INTEREST	211,871	210,000	204,458	200,000
11-4010-3104 MANUAL RENDERING PENALTIES	2,994	2,876	3,160	2,876
11-4010-3151 RED RIVER SUBDIVISION-TIRZ#1	(37,023)	(40,000)	(7,964)	(53,000)
11-4010-3152 RIVER CROSSING -TIRZ#2	(15,466)	(50,000)	(15,466)	(26,000)
TOTAL AD VALOREM PROPERTY TAX	4,148,730	4,025,658	4,110,884	4,316,447
<b><u>OTHER TAXES</u></b>				
11-4011-3201 CITY SALES TAX	1,513,708	1,622,504	1,564,005	1,657,845
11-4011-3202 ELECTRIC UTILITY FRANCHISE	408,300	411,898	418,002	428,350
11-4011-3203 4% CITY WATER FRANCHISE TAX	115,024	115,760	121,045	128,833
11-4011-3204 4% CITY SEWER FRANCHISE TAX	80,742	81,258	83,763	85,908
11-4011-3205 NATURAL GAS FRANCHISE FEE	35,636	43,119	37,439	42,109
11-4011-3207 CABLE TV FRANCHISE	59,910	61,704	66,276	67,933
11-4011-3212 TELE ACCESS LINE FRANCHISES	87,984	91,955	112,542	115,924
11-4011-3214 AWS FRANCHISE FEE	121,073	118,063	104,156	109,331
11-4011-3215 WALMART 380 AGREEMENT	(98,115)	(90,000)	(90,000)	(90,000)
TOTAL OTHER TAXES	2,324,263	2,456,261	2,417,228	2,546,233
<b><u>LICENSES</u></b>				
11-4020-3301 ALCOHOLIC BEVERAGE LICENSES	1,660	2,074	1,490	1,660
11-4020-3302 MECHANICAL LICENSES	1,700	1,575	700	1,500
11-4020-3303 ELECTRICAL LICENSES	2,800	2,573	2,525	2,573
11-4020-3307 BUILDING CONTRACTOR LICENSES	200	1,050	200	200
11-4020-3309 HOUSE MOVER LICENSES	300	0	0	0
11-4020-3311 SIGN CONTRACTOR LICENSE	200	131	100	200
TOTAL LICENSES	6,860	7,403	5,015	6,133
<b><u>PERMITS</u></b>				
11-4021-3401 BUILDING PERMITS	29,259	40,764	32,012	40,764
11-4021-3402 UTILITY INSPECTION PERMITSS	2,470	1,520	2,725	2,725
11-4021-3403 ELECTRICAL PERMITS	14,098	17,517	13,417	15,500
11-4021-3404 PLUMBING PERMITS	6,565	8,258	5,370	6,000
11-4021-3405 GAS PERMITS	100	230	0	100
11-4021-3407 DANCE PERMITS	50	54	50	50
11-4021-3408 A/C MECHANICAL PERMITSS	11,874	8,785	5,056	7,000
11-4021-3409 CONDITIONAL USE PERMITS	1,575	3,130	2,700	2,925
11-4021-3410 VARIANCE PERMITS	750	0	910	910
11-4021-3411 TRAILER PERMITS	275	134	125	134
11-4021-3412 FOOD SERVICE PERMITS	17,265	20,700	17,355	20,000
11-4021-3413 BUSINESS PERMITSS	10,770	16,120	10,925	15,000
11-4021-3414 WRECKER PERMITS	2,400	3,424	700	1,400
11-4021-3415 GARAGE SALE PERMITS	8,720	9,125	7,720	8,255
11-4021-3416 TAXI PERMITS	0	0	15	0
11-4021-3417 DEMOLISH PERMITS	700	375	450	450
11-4021-3418 FIREWORKS SALES PERMITS	7,700	4,400	10,000	8,000
11-4021-3428 CIRCUS/CARNIVAL PERMITS	200	161	1,000	500
11-4021-3430 GENERAL SIGN PERMITS	1,050	965	1,160	1,000
11-4021-3432 FENCE BUILDING PERMITS	162	54	0	100
11-4021-3433 DRIVEWAY AND CURB-CUT PERMITS	825	950	800	825
11-4021-3435 SMALL CELL FACILITY ROW PERMITS	0	0	0	4,000
TOTAL PERMITS	116,808	136,666	112,490	135,638

# CITY OF DONNA, TEXAS

## DEPARTMENT: REVENUES

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>INTERGOVERNMENTAL</u></b>				
11-4030-3920 FEMA GRANT - HURRICANE	70,014	0	3,456	0
11-4030-3925 OPERATION STONE GARDEN GRANT	100,000	70,000	80,000	60,000
11-4030-3927 BORDER STAR (LBSP)	13,615	0	0	10,000
11-4030-3940 TEXAS-LEOSE FOR POLICE TRAINING	0	2,400	3,101	3,000
11-4030-3951 KNAPP FOUNDATION PARK GRANT	0	750,000	0	0
11-4030-3953 HIDALGO COUNTY LIBRARY	14,983	15,000	14,983	15,000
11-4030-3971 LRGVDC 911	1,278	20,000	0	0
TOTAL INTERGOVERNMENTAL	199,890	857,400	101,540	88,000
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
11-4040-3601 GARBAGE SERVICE FEES	676,131	677,023	712,308	726,554
11-4040-3602 SUBDIVISION FILING FEES	10,000	6,426	6,250	6,500
11-4040-3607 GRAVE OPENING & CLOSING FEES	7,025	6,725	7,625	7,000
11-4040-3608 VITAL STATISTICS FEES	1,258	1,381	1,391	1,300
11-4040-3609 RURAL COUNTY FIRE SVS CALLS	33,033	47,672	(3,150)	0
11-4040-3616 CEMETERY - HEADSTONE FEES	735	700	620	600
11-4040-3618 GARBAGE/BRUSH CHARGES NAWS	74,385	71,005	100,768	102,783
11-4040-3621 MUNICIPAL COURT/STATE 10% FEES	0	25	0	0
11-4040-3623 PROPERTY TAX CERTIFICATE FEES	430	400	500	500
11-4040-3625 MUNI COURT - TECHNOLOGY FEES	6,589	6,028	5,307	5,307
11-4040-3626 MUNI COURT - SECURITY FEES	4,942	4,500	2,802	3,000
11-4040-3629 LOCAL COURT COST FEES	13,029	11,734	7,410	8,126
11-4040-3630 POLICE FINGERPRINT FEES	1,190	1,000	757	0
11-4040-3631 CITY RECREATIONAL PROGRAM FEES	6,600	6,500	12,250	12,000
11-4040-3632 NSF CHECK FEES	0	25	0	0
11-4040-3640 ADM INSPECTION FEE SUBDIVISION	0	900	0	500
11-4040-3641 FEE FOR CHANGE OF ZONING FEES	1,000	1,125	1,575	1,275
11-4040-3642 REVIEW FEE-RESIDENTIAL PLANST FEES	1,952	2,600	2,091	2,500
11-4040-3643 COMMERCIAL PLANS REVIEW FEES	3,190	3,933	2,360	3,933
11-4040-3649 PER ACRE PLAT FILING FEES	7,375	6,622	4,123	6,600
11-4040-3650 CERTIFICATE OF OCCUPANCY FEES	3,355	3,405	1,906	3,300
11-4040-3652 WRECKER VEHICLE INSPECTION FEES	980	937	420	910
11-4040-3660 BRUSH COLLECTION SERVICE FEES	288,636	289,640	299,132	305,115
11-4040-3663 BRUSH FEES-BAD DEBT PROVISIONS	(5,435)	(1,550)	(1,535)	(1,535)
11-4040-3664 GARBAGE FEES-BAD DEBT PROVISIONS	(12,996)	(3,850)	(3,813)	(3,813)
11-4040-3680 CUSTOMER SERVICE TRANS-DEDC	19,217	19,242	19,404	35,442
11-4040-3681 CUSTOMER SERVICE TRANS-DCD	19,196	19,242	19,404	35,442
11-4040-3683 CUSTOMER SERVICE TRANS TIRZ ZONE	0	7,500	7,500	7,500
11-4040-3685 CUSTOMER SRVS TRANS WATER & SEWER	412,338	412,411	412,411	420,000
11-4040-3805 POOL ENTRANCE FEES	5,560	6,172	6,144	6,100
11-4040-3815 SWIMMING LESSON FEES	5,925	5,227	2,900	3,100
TOTAL CHARGES FOR CURRENT SERVICES	1,585,638	1,614,700	1,628,860	1,700,039

**CITY OF DONNA, TEXAS**

**DEPARTMENT: REVENUES**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>RENTALS</u></b>				
11-4041-3611 ADV. & PAV. CENTER RENTALS	5,180	10,000	3,210	4,000
11-4041-3620 RENT-TEXAS MIGRANT COUNCIL	7,288	8,485	8,237	8,300
11-4041-3633 RENT-HEADSTART ON MILLER AVE.	12	12	12	12
11-4041-3701 CITY PARK RENTALS ORDINANCE 478	100	700	460	500
11-4041-3705 NUESTRA CLINICA DEL VALLE	24,600	24,600	24,600	24,600
11-4041-3724 D&G CUSTOM CABINETS	7,200	0	0	0
11-4041-3725 SUPERIOR GRANITE & MARBLE	12,000	0	0	0
11-4041-3750 RENTAL INCOME	1,201	1,201	0	0
11-4041-3810 POOL RENTALS	2,848	2,601	1,650	2,600
TOTAL RENTALS	60,429	47,599	38,169	40,012
<b><u>FINES &amp; FORFEITURES</u></b>				
11-4050-3501 MUNICIPAL COURT FINES	159,571	108,606	83,449	90,000
11-4050-3504 OVERDUE LIBRARY FINES	1,145	881	650	800
11-4050-3505 LOST BOOK LIBRARY FINES	0	124	125	100
11-4050-3511 WEEDY LOT FINES	29,177	26,321	23,013	20,500
11-4050-3521 CHILD SAFETY SEAT BELT FINES	577	103	676	500
TOTAL FINES & FORFEITURES	190,470	136,035	107,913	111,900
<b><u>MISCELLANEOUS</u></b>				
11-4060-3617 INTEREST INCOME-OPERATING	256	244	287	300
11-4060-3620 INSURANCE PROCEEDS	1,000	1,000	0	0
11-4060-3625 SALE OF ASSETS	25,187	0	3,685	1,000
11-4060-3640 INVEST INCOME-LOGIC/CASH RESERVE	4,742	2,500	10,762	11,000
11-4060-3660 ACCIDENT REPORTS & POLICE LETTERS	5,137	4,000	3,547	4,000
11-4060-3670 LIBRARY - MISC.INCOME	11,815	11,924	16,669	15,000
11-4060-3671 LIBRARY - CAFE	4,906	5,110	5,635	5,110
11-4060-3680 INSUFFICIENT CHECK FUND FEES	25	10	25	0
11-4060-3690 MISCELLANEOUS INCOME	59,795	14,308	8,486	164,000
11-4060-3935 CASH SHORT/(OVER)-SWIMMING	55	0	(126)	0
TOTAL MISCELLANEOUS	112,917	39,096	48,970	200,410
<b>TOTAL REVENUES</b>	<b>8,746,005</b>	<b>9,320,817</b>	<b>8,571,069</b>	<b>9,144,812</b>

**CITY OF DONNA, TEXAS**

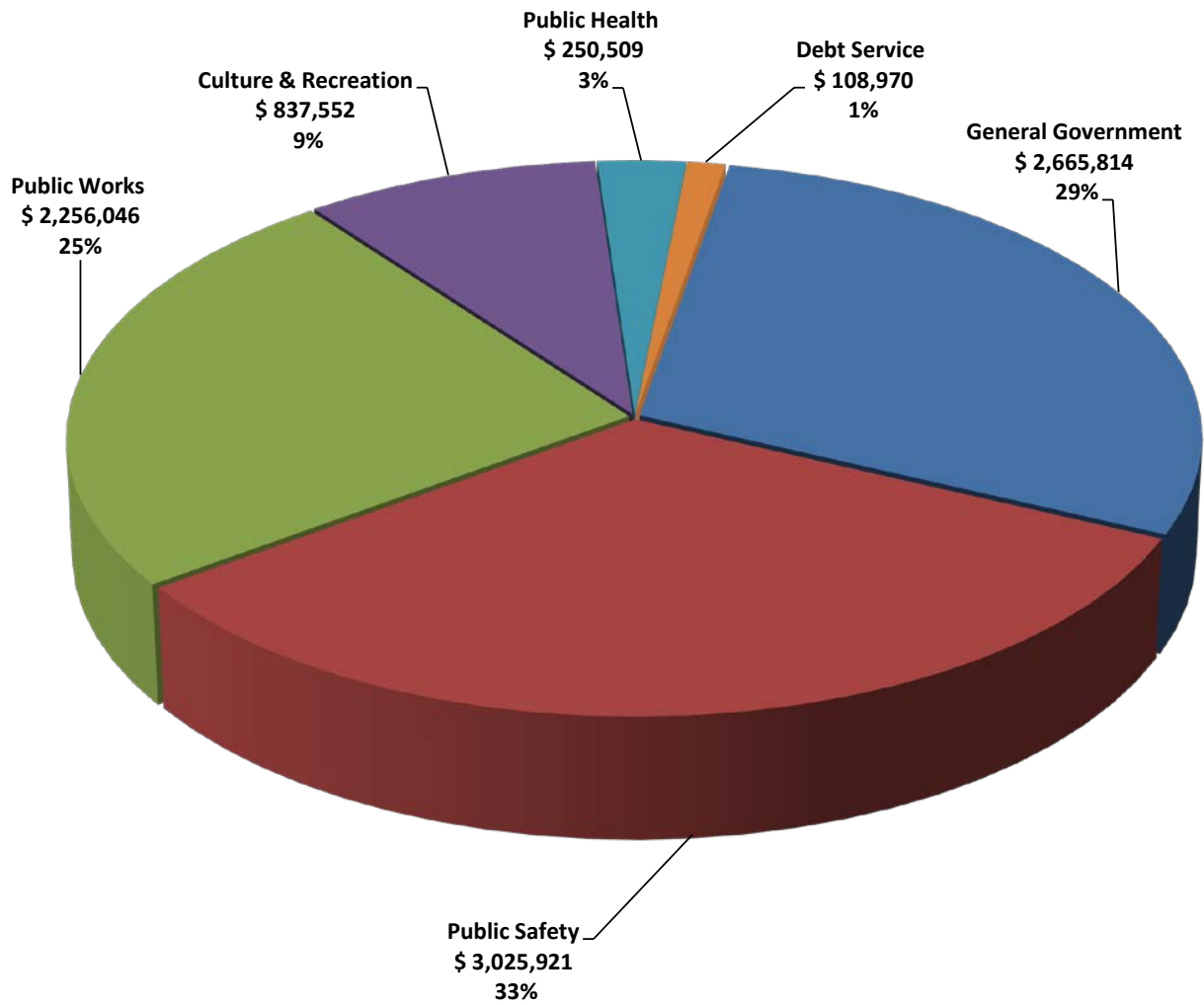
**DEPARTMENT: SUMMARY BY CATEGORY 2017-2018**

**FUND: 11 GENERAL FUND**

<u>DEPARTMENT</u>	<u>PERSONNEL SERVICES</u>	<u>SUPPLIES &amp; MATERIALS</u>	<u>PROPERTY &amp; INFRASTRUC</u>	<u>EQUIP. RENTAL &amp; REPAIRS</u>	<u>OTHERS SVS &amp; CHARGES</u>	<u>DEBT SERVICE</u>	<u>TOTAL BUDGET</u>
5090 CITY COUNCIL	0	1,250	0	0	14,250	0	15,500
5100 CITY MANAGER	264,099	7,850	0	2,350	169,700	0	443,999
5120 MUNICIPAL COURT	75,175	16,280	0	9,350	68,815	0	169,620
5140 FINANCE	422,882	12,600	0	22,500	14,850	0	472,832
5150 INFORMATION TECHNOLOGY	107,499	10,230	0	138,244	7,825	0	263,798
5160 CITY HALL	68,164	8,000	7,000	4,000	22,600	0	109,764
5170 CITY SECRETARY	62,589	1,500	0	200	29,200	0	93,489
5190 TAX ASSESSOR COLLECTOR	62,737	9,500	0	14,975	56,851	0	144,063
5200 POLICE	2,520,099	144,277	3,500	66,050	49,300	0	2,783,226
5210 FIRE DEPARTMENT	76,769	20,540	4,700	20,816	52,000	0	174,825
5230 PLANNING & DEVELOPMENT	161,687	6,250	0	1,000	28,500	0	197,437
5290 INSPECTIONS	56,070	2,100	0	2,000	7,700	0	67,870
5300 PUBLIC WORKS	711,638	84,150	21,800	62,500	45,740	0	925,828
5310 CITY VEHICLE MAINTENANCE	39,933	5,600	0	750	25	0	46,308
5340 SANITATION	0	0	0	0	1,071,910	0	1,071,910
5350 STREET & ROADWAYS	0	0	35,000	0	177,000	0	212,000
5440 COMMUNITY SUPPORT	0	600	11,450	0	40,750	0	52,800
5500 PARKS AND RECREATION	193,535	20,030	28,000	4,640	35,450	0	281,655
5510 SWIMMING POOL	48,046	16,627	8,200	2,000	27,450	0	102,323
5530 CODE ENF & HEALTH INSP.	81,586	3,990	0	4,600	5,250	0	95,426
5540 ANIMAL CONTROL	42,011	4,825	0	3,100	47,510	0	97,446
5590 CEMETERY	34,287	5,500	2,000	2,000	13,850	0	57,637
5710 LIBRARY	300,474	29,200	8,000	6,400	56,700	0	400,774
5890 DEBT SERVICE	0	0	0	0	0	108,970	108,970
5990 NON DEPARTMENTAL	0	0	0	0	755,312	0	755,312
<b>TOTAL EXPENDITURES</b>	<b>5,329,280</b>	<b>410,899</b>	<b>129,650</b>	<b>367,475</b>	<b>2,798,538</b>	<b>108,970</b>	<b>9,144,812</b>



**GENERAL FUND EXPENDITURES  
BY FUNCTION  
FISCAL YEAR 2017-2018**



**TOTAL \$ 9,144,812**

# CITY OF DONNA, TEXAS

## DEPARTMENT: SUMMARY BY FUNCTION

## FUND: 11 GENERAL FUND

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
	<b><u>GENERAL GOVERNMENT</u></b>				
5090	CITY COUNCIL	23,750	15,500	18,042	15,500
5100	CITY MANAGER	299,916	327,922	330,971	443,999
5120	MUNICIPAL COURT	148,331	154,857	138,870	169,620
5140	FINANCE	445,445	456,153	437,541	472,832
5150	INFORMATION TECHNOLOGY	82,040	100,598	117,817	263,798
5160	CITY HALL	146,654	211,842	164,353	109,764
5170	CITY SECRETARY	145,554	147,621	114,146	93,489
5190	TAX ASSESSOR COLLECTOR	148,328	144,299	137,638	144,063
5230	PLANNING & DEVELOPMENT	131,372	194,874	134,806	197,437
5990	NON-DEPARTMENTAL	458,631	655,289	614,168	755,312
	TOTAL GENERAL GOVERNMENT	2,030,021	2,408,955	2,208,352	2,665,814
	<b><u>PUBLIC SAFETY</u></b>				
5200	POLICE	2,760,042	2,682,045	2,595,500	2,783,226
5210	FIRE DEPARTMENT	221,598	185,369	429,727	174,825
5290	INSPECTIONS	46,954	62,902	27,215	67,870
	TOTAL PUBLIC SAFETY	3,028,594	2,930,316	3,052,442	3,025,921
	<b><u>PUBLIC WORKS</u></b>				
5300	PUBLIC WORKS	936,650	832,577	827,499	925,828
5310	CITY VEHICLE MAINTENANCE	48,468	44,074	47,399	46,308
5340	SANITATION	835,954	996,568	871,790	1,071,910
5350	STREET & ROADWAYS	212,008	213,000	222,213	212,000
	TOTAL PUBLIC WORKS	2,033,080	2,086,219	1,968,901	2,256,046
	<b><u>CULTURE &amp; RECREATION</u></b>				
5440	COMMUNITY SUPPORT	44,252	52,800	63,497	52,800
5500	PARKS AND RECREATION	328,424	1,000,004	357,813	281,655
5510	SWIMMING POOL	69,343	58,554	98,614	102,323
5710	LIBRARY	366,675	392,864	380,555	400,774
	TOTAL CULTURE & RECREATION	808,694	1,504,222	900,479	837,552
	<b><u>PUBLIC HEALTH</u></b>				
5530	CODE ENF & HEALTH INSPECTIONS	94,366	105,291	97,119	95,426
5540	ANIMAL CONTROL	99,939	87,622	106,010	97,446
5590	CEMETERY	84,942	88,723	77,327	57,637
	TOTAL PUBLIC HEALTH	279,247	281,636	280,456	250,509
	<b><u>DEBT SERVICE</u></b>				
5890	DEBT SERVICE	185,180	109,470	109,470	108,970
	TOTAL DEBT SERVICE	185,180	109,470	109,470	108,970
	<b><u>TRANSFERS TO OTHER FUNDS</u></b>				
5910	TRANSFERS TO OTHER FUNDS	593,698	0	0	0
	TOTAL TRANSFERS TO OTHER FUNDS	593,698	0	0	0
	<b>TOTAL EXPENDITURES</b>	<b>8,958,514</b>	<b>9,320,818</b>	<b>8,520,100</b>	<b>9,144,812</b>

# CITY OF DONNA, TEXAS

DEPARTMENT: CITY COUNCIL			FUND: GENERAL FUND	
Personnel	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Mayor	1	1	1	1
Mayor Pro-Tem & Councilman	4	4	4	4
DEPARTMENT TOTAL	5	5	5	5

## **DUTIES AND RESPONSIBILITIES:**

1. The governing body is an elected legislative council consisting of the Mayor and four Council Members that serve the community for a three-year term.
2. The Donna City Council is governed by Article II of the City of Donna Home Rule Charter.
3. The Donna City Council meets on the first and third Tuesday of the month to provide for governance of the Municipal Corporation in accordance with the Constitution, State Statutes and Local Codes.

## **GOALS AND OBJECTIVES:**

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

Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. City Council Meetings	44	40	45	50

**CITY OF DONNA, TEXAS**

**DEPARTMENT: CITY COUNCIL**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5092-4203 UNIFORMS	0	500	175	500
11-5092-4212 OFFICE SUPPLIES	3,776	150	100	150
11-5092-4217 OTHER	5	0	1,250	0
11-5092-4220 REFRESHMENT SUPPLIES	1,048	600	250	600
TOTAL SUPPLIES & MATERIALS	4,829	1,250	1,775	1,250
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5095-4504 TRAVEL AND/OR TRAINING	12,811	10,000	10,000	10,000
11-5095-4511 MEMBERSHIPS & SUBSCRIPTIONS	5,860	4,000	6,017	4,000
11-5095-4552 ANNUAL SALARIES PER CHARTER	250	250	250	250
TOTAL OTHER SERVICE & CHARGES	18,921	14,250	16,267	14,250
<b>TOTAL CITY COUNCIL</b>	<b>23,750</b>	<b>15,500</b>	<b>18,042</b>	<b>15,500</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: CITY MANAGER</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	1	2	2	3
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>

**DUTIES AND RESPONSIBILITIES:**

1. The City Manager's office is responsible for the general administration of the City, program coordination and the preparation of special staff reports and surveys.
2. As the chief administrative officer, the City Manager reports directly to the Mayor and City Council. His/her duties include the development of program and policy alternatives for consideration by the Council and implementation of those policies and programs adopted by the City Council.
3. A major responsibility of the City Manager is the formulation and administration of the City's budget to assure a solid base for the allocation of resources.

**GOALS AND OBJECTIVES:**

1. Continue guidance of City administration to assure effectiveness of all departments and to improve operations.
2. Assure timely progress of ongoing projects including 1) Municipal Facilities Improvements
  - a) infrastructure improvements to streets, water and wastewater systems, and 3) continue development of downtown master plan.
3. Provide regular information to the City Council regarding the City's status on projects and programs.
4. Utilize and update, as needed, a Capital Improvements Plan for use in long-range planning.
5. Continue annexation for our Master Annexation Plan.
6. Continue Services for our newly annexed areas.
7. Complete strategic plan to guide all City departments.
8. Collaborate with EDC in generating new investments and jobs.
9. Continue to develop grant applications submitted.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Grants Funds Awarded	\$ -	\$ 137,541	\$ 137,541	\$ -
Urban County Funds	\$ 251,975	\$ 251,975	\$ -	\$ 499,975
Sidewalks	\$ -	\$ -	\$ -	\$ 272,593
Big Joe	\$ -	\$ -	\$ -	\$ 250,000
Altas Palmas	\$ -	\$ -	\$ 53,000	\$ 250,000
Rifle Resistant Vests	\$ -	\$ -	\$ -	\$ 70,000
Bus Canopies	\$ -	\$ -	\$ -	\$ 245,000
StoneGarden Grant	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
BorderStar Grant	\$ -	\$ -	\$ -	\$ 10,000

**CITY OF DONNA, TEXAS**

**DEPARTMENT: CITY MANAGER**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5101-4101 SALARIES AND WAGES	82,660	122,500	38,000	210,552
11-5101-4103 OVERTIME WAGES	0	0	971	0
11-5101-4104 HEALTH/DENTAL/LIFE INSURANCE	8,516	12,552	7,528	18,335
11-5101-4105 TMRS CONTRIBUTION	5,506	11,129	4,850	18,045
11-5101-4106 SOCIAL SECURITY & MEDICARE	6,613	9,946	4,500	16,107
11-5101-4107 TX WORKERS' COMPENSATION INS.	334	468	455	685
11-5101-4108 STATE UNEMPLOYMENT TAX	342	342	342	375
11-5101-4109 EDUCATION PAY	0	3,000	0	0
11-5101-4113 LONGEVITY	0	7,515	0	0
TOTAL PERSONNEL SERVICES	<u>103,971</u>	<u>167,452</u>	<u>56,646</u>	<u>264,099</u>
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5102-4201 POSTAGE & DELIVERY SERVICE	284	600	125	100
11-5102-4203 UNIFORMS	0	500	500	500
11-5102-4204 FUEL AND LUBRICANTS	697	500	780	250
11-5102-4212 OFFICE SUPPLIES	168	550	650	2,500
11-5102-4217 OTHER SUPPLIES	325	0	2,853	0
11-5102-4220 REFRESHMENT SUPPLIES	509	800	775	1,000
11-5102-4221 SPECIAL EVENTS & ACTIVITIES	1,501	800	200	1,000
11-5102-4230 OFFICE EQUIP / FURNITURE	4,928	500	2,500	2,500
TOTAL SUPPLIES & MATERIALS	<u>8,412</u>	<u>4,250</u>	<u>8,383</u>	<u>7,850</u>
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5104-4405 OFFICE EQUIP./FURNITURE REPAIRS	756	500	3,152	1,000
11-5104-4407 VEHICLE MAINTENANCE & REPAIRS	8	500	0	500
11-5104-4420 SOFTWARE MAINTENANCE	1,800	200	863	200
11-5104-4428 NETWORK CONNECTIONS	697	650	0	650
TOTAL EQUIP. RENTAL & REPAIRS	<u>3,260</u>	<u>1,850</u>	<u>4,015</u>	<u>2,350</u>
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5105-4501 TELEPHONE & CELL PHONE SERVICE	2,111	3,150	1,977	3,000
11-5105-4503 PUBLIC INFORMATION NOTICES	0	0	371	500
11-5105-4504 TRAVEL AND/OR TRAINING	11,124	8,500	15,000	16,000
11-5105-4509 PROFESSIONAL/TECHNICAL MATERIALS	0	300	4,275	4,500
11-5105-4511 MEMBERSHIPS & SUBSCRIPTION	2,394	2,500	4,077	2,000
11-5105-4512 TELEVISION PROVIDER FEES	5,353	0	4,838	6,600
11-5105-4523 COMMUNITY RELATIONS	450	0	0	0
11-5105-4524 ENGINEERING FEES	23,393	0	0	0
11-5105-4526 OTHER PROFESSIONAL FEES	139,382	139,920	225,000	137,100
11-5105-4550 EMPLOYMENT TESTS & EXAMS TOTAL	66	0	0	0
OTHER SERVICE & CHARGES	<u>184,273</u>	<u>154,370</u>	<u>255,538</u>	<u>169,700</u>
<b><u>CAPITAL OUTLAY</u></b>				
11-5105-4590 MISCELLANEOUS EXPENDITURES TOTAL	0	0	6,389	0
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>6,389</u>	<u>0</u>
<b>TOTAL CITY MANAGER</b>	<b><u>299,916</u></b>	<b><u>327,922</u></b>	<b><u>330,971</u></b>	<b><u>443,999</u></b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: MUNICIPAL COURT</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	2	2	2	2
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**DUTIES AND RESPONSIBILITIES:**

1. Assist the public with court procedures and accept payments assessed by the Municipal Judge.
2. Accept and process all Class "C" Misdemeanor Complaints to include juvenile cases.
3. Import citations from APS files and upload to INCODE.
4. Keep record of CN3 handhelds (ticket writers) and Zebra printers.
5. Run live updates for INCODE software.
6. Prepare documentation for Judge and Prosecutor.
7. Prepare the Judge's Docket for daily arraignment.
8. Print Failure to Appear/Violation to Appear Warrants and prepare Jackets.
9. Mail warrant letters on delinquent fines.
10. Prepare daily cash collection and deliver reports to Finance Department.
11. Prepare and submit monthly reports to the City and State.
12. Prepare and submit the annual budget for approval.
13. Prepare and submit warrant listing for Linebarger, Goggan, Blair & Sampson Law Firm.

**GOALS AND OBJECTIVES:**

1. Purchase additional CN70 (ticket writers) and Zebra printers.
2. Continue to provide training for new officers on the use of CN70s.
3. Continue to implement the Municipal Court software (INCODE - Tyler Technologies)
4. Continue to process citations Issued by Donna Police Department and Donna I.S.D. Police Department.
4. Continue to improve and publicize the Municipal Court's Amnesty program.
5. Continue to implement online payments through the City's website.
6. Continue to implement collection services with Linebarger, Goggan, Blair & Sampson Law Firm.
7. Attend Municipal Court Education seminars to keep abreast of new and/or changing laws.
8. Continue to provide accurate information and reports to City Council, City Manager and Department Heads.
9. Continue to improve Customer Service skills.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Tickets Processed	3,523	2,194	1,964	2,100
2. Class "C" Misdemeanor Cases Processed	1,023	370	919	1,150
3. Non-Jury/Jury Trials	122	195	81	250
4. Warrants Issued/Served	3,770	3,520	3,520	3,800
5. Magistrate Warnings	511	317	257	500
6. Collection Agency Referrals	2,083	901	1,960	2,100

# CITY OF DONNA, TEXAS

## DEPARTMENT: MUNICIPAL COURT

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5121-4101 SALARIES AND WAGES	55,641	52,003	57,525	53,810
11-5121-4103 OVERTIME	0	0	15	0
11-5121-4104 HEALTH/DENTAL/LIFE INSURANCE	12,500	12,552	12,522	12,209
11-5121-4105 TMRS CONTRIBUTION	3,751	5,615	5,125	4,615
11-5121-4106 SOCIAL SECURITY & MEDICARE	4,456	5,018	4,178	4,116
11-5121-4107 TX WORKERS' COMPENSATION INS.	144	245	275	175
11-5121-4108 STATE UNEMPLOYMENT TAX	342	342	342	250
11-5121-4113 LONGEVITY	0	13,082	0	0
11-5121-4115 EDUCATION PAY	0	500	0	0
TOTAL PERSONNEL SERVICES	76,832	89,357	79,982	75,175
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5122-4201 POSTAGE & DELIVERY SERVICE	328	200	300	430
11-5122-4203 UNIFORMS	0	0	0	300
11-5122-4212 OFFICE SUPPLIES	3,571	2,500	2,500	4,350
11-5122-4217 OTHER SUPPLIES	0	0	125	0
11-5122-4231 MINOR EQUIPMENT	8,171	3,000	1,500	11,200
TOTAL SUPPLIES & MATERIALS	12,070	5,700	4,425	16,280
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5124-4406 EQUIPMENT REPAIRS	0	500	0	500
11-5124-4419 PRINTER MAINT. & REPAIRS	0	0	0	500
11-5124-4420 SOFTWARE MAINTENANCE	6,045	7,000	7,361	6,100
11-5124-4425 COMPUTER MAINTENANCE & REPAIRS	0	500	0	500
11-5124-4426 COMPUTER SOFTWARE MAINTENANCE	0	0	0	500
11-5124-4427 NETWORK SECURITY MAINTENANCE	239	800	0	850
11-5124-4471 COPY MACHINE MAINTENANCE	370	700	0	400
TOTAL EQUIP. RENTAL & REPAIRS	6,654	9,500	7,361	9,350
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5125-4501 TELEPHONE & CELL PHONE SERVICE	813	800	1,325	815
11-5125-4504 TRAVEL AND/OR TRAININGS	273	500	300	1,500
11-5125-4505 UTILITY SERVICES	1,051	1,000	1,250	1,100
11-5125-4511 MEMBERSHIPS & SUBSCRIPTIONS	0	0	0	400
11-5125-4516 LEGAL FEES	20,594	18,000	14,190	30,000
11-5125-4526 OTHER PROFESSIONAL FEES	30,000	30,000	30,000	35,000
11-5125-4550 EMPLOYMENT TEST & EXAMS	44	0	37	0
TOTAL OTHER SERVICE & CHARGES	52,774	50,300	47,102	68,815
<b>TOTAL MUNICIPAL COURT</b>	<b>148,331</b>	<b>154,857</b>	<b>138,870</b>	<b>169,620</b>



# CITY OF DONNA, TEXAS

DEPARTMENT: FINANCE			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	6	6	6	6
Part-time	-	-	-	-
DEPARTMENT TOTAL	6	6	6	6

## **DUTIES AND RESPONSIBILITIES:**

The Finance Department is responsible for all financial records and transactions for the City.

The activities supervised include:

1. Maintain general ledger, subsidiary ledger, payroll records, accounts payable vendor files, fixed assets inventory and investment city funds.
2. Provide financial information for Grant applications and coordinate financial requests for reimbursement. Provide all information requested during Federal, State, and Local Grant Audits. Prepare surveys and questionnaires for governmental agencies.
3. Process, maintain and update all payroll records
4. Review, approve and process all purchase orders for procurement of all goods and services purchased for the City. Insure all departments are in compliance with Federal, State, and Local Purchasing Policies and Laws.
5. Process Accounts Payable and Payroll for the City of Donna, Donna Economic Development Corporation and Development Corporation of Donna.
6. Utility billing and Collection for water, sanitary sewer, residential garage collection and respond to customer complaints.

## **GOALS AND OBJECTIVES:**

1. Implement a complete property control ledger for all capital assets for all funds.
2. Continue to work with departments to find mutual solutions to their budget and accounting related problems.
3. Continue to make improvements to the City's Budget and Financial Reporting in order to receive G.F.O.A.'s recognition.
4. Continue to provide City Council, City Manager, and Department Heads accurate and timely financial reports.
5. Continue to improve customer service by reducing credit card fees for online payment system City wide and accepting credit cards.
6. Continue to recommend to our utility customers to automatically pay their utility bill(s) through Automatic Bank Draft (ACH) and online.

Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. Bank Accounts	62	60	65	68
2. Payroll ACH Deposits	3,887	3,644	3,585	3,600
3. Checks processed-Accounts Payable	4,305	3,782	4,148	4,100
4. Purchase Orders Processed	520	394	380	450
5. Small purchase Orders	1,875	1,839	1,450	1,600
6. Bids	151	204	75	100
7. Sealed Quotes	1	4	5	10

**CITY OF DONNA, TEXAS**

**DEPARTMENT: FINANCE**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5141-4101 SALARIES AND WAGES	314,302	289,842	304,525	331,935
11-5141-4103 OVERTIME WAGES	570	500	592	0
11-5141-4104 HEALTH/DENTAL/LIFE INSURANCE	41,278	37,656	41,340	35,935
11-5141-4105 TMRS CONTRIBUTION	21,173	27,660	21,325	28,105
11-5141-4106 SOCIAL SECURITY & MEDICARE	24,354	24,655	23,155	25,090
11-5141-4107 TX WORKERS' COMPENSATION INS.	732	1,204	999	1,067
11-5141-4108 STATE UNEMPLOYMENT TAX	1,026	1,026	1,026	750
11-5141-4109 EDUCATION PAY	0	3,000	231	0
11-5141-4113 LONGEVITY	0	28,949	0	0
TOTAL PERSONNEL SERVICES	403,435	414,492	393,193	422,882
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5142-4201 POSTAGE & DELIVERY SERVICES	1,879	1,800	2,000	2,600
11-5142-4203 WEARING APPAREL	702	1,500	1,000	1,000
11-5142-4212 OFFICE SUPPLIES	6,604	5,000	5,176	6,000
11-5142-4217 OTHER SUPPLIES	0	0	38	0
11-5142-4220 REFRESHMENT SUPPLIES	726	500	290	500
11-5142-4230 OFFICE EQUIP / FURNITURE	2,603	2,000	1,390	2,000
11-5142-4231 MINOR EQUIPMENT	117	500	500	500
TOTAL SUPPLIES & MATERIALS	12,631	11,300	10,394	12,600
<b><u>EQUIP RENTAL &amp; REPAIRS</u></b>				
11-5144-4402 MAINT. & REPAIRS-SMALL EQUIP.	0	0	0	1,000
11-5144-4420 SOFTWARE MAINTENANCE CONTRACTS	18,011	21,130	18,846	21,500
TOTAL EQUIP RENTAL & REPAIRS	18,011	21,130	18,846	22,500
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5145-4501 TELEPHONE & CELL PHONE SERVICE	653	920	920	1,000
11-5145-4503 PUBLIC INFORMATION NOTICES	466	0	0	0
11-5145-4504 TRAVEL AND/OR TRAININGS	6,744	6,000	12,125	11,000
11-5145-4509 PROFESSIONAL/TECHNICAL MATERIALS	0	0	0	500
11-5145-4511 MEMBERSHIPS & SUBSCRIPTIONS	833	831	847	850
11-5145-4512 INTERNET SERVICE PROVIDER	0	480	0	500
11-5145-4525 COMPUTER TRAIN & IMPLEMENTATION	0	500	0	500
11-5145-4526 OTHER PROFESSIONAL FEES	400	500	516	500
11-5145-4550 EMPLOYMENT TESTS & EXAMS	132	0	0	0
11-5145-4590 MISCELLANEOUS EXPENDITURES	73	0	700	0
11-5145-4595 BANK SERVICE & SUPPLY CHARGES	2,068	0	0	0
TOTAL OTHER SERVICE & CHARGES	11,368	9,231	15,108	14,850
<b>TOTAL FINANCE</b>	<b>445,445</b>	<b>456,153</b>	<b>437,541</b>	<b>472,832</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: INFORMATION TECHNOLOGY</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	1	2	2	2
Part-time	-	-		
<b>DEPARTMENT TOTAL</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>

**DUTIES AND RESPONSIBILITIES:**

1. To provide the highest quality technology-based services in a cost-effective manner
2. To manage, update, and back-up the City's technology infrastructure and applications
3. Maintain, update, and provide technical support to the City Webpage, Facebook and other social media.
4. Manage service agreements and analyze for cost savings.

**GOALS AND OBJECTIVES:**

1. To keep city technology service at an operational level
2. To analyze and develop a solution to technology issues that may interrupt service
3. To serve all the City's departments with innovative technology solutions and direction

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Closed Tickets	332	100	150	400
2. Developed how to Docs for using Website	1	2	2	2
3. Developed How to Docs for Tech Service	1	2	2	5

**CITY OF DONNA, TEXAS**

**DEPARTMENT: INFORMATION TECHNOLOGY**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5151-4101 SALARIES & WAGES	46,175	61,560	61,560	81,750
11-5151-4104 HEALTH/DENTAL LIFE INSURANCE	6,878	12,552	12,522	11,973
11-5151-4105 TMRS CONTRIBUTION	3,116	5,588	5,588	7,006
11-5151-4106 SOCIAL SECURITY & MEDICARE	3,671	4,994	4,994	6,254
11-5151-4107 TX WORKERS COMP INSURANCE	110	244	255	266
11-5151-4108 STATE UNEMPLOYMENT TAX	171	342	171	250
11-5151-4109 EDUCATION PAY	0	1,500	77	0
11-5151-4113 LONGEVITY	0	2,218	0	0
TOTAL PERSONNEL SERVICES	<u>60,121</u>	<u>88,998</u>	<u>85,167</u>	<u>107,499</u>
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5152-4201 POSTAGE & DELIVERY SERVICES	13	100	0	600
11-5152-4204 FUEL AND LUBRICANTS	204	500	350	370
11-5152-4205 SMALL TOOL & EQUIPMENT	2,927	500	25	8,420
11-5152-4212 OFFICE SUPPLIES	2,943	500	200	490
11-5152-4217 OTHER SUPPLIES	15	500	1,400	350
TOTAL SUPPLIES & MATERIALS	<u>6,102</u>	<u>2,100</u>	<u>1,975</u>	<u>10,230</u>
<b><u>EQUIP RENTAL &amp; REPAIRS</u></b>				
11-5154-4407 VEHICLE MAINTENANCE	14	500	145	1,180
11-5154-4420 SOFTWARE MAINTENANCE	11,430	7,000	25,034	137,064
TOTAL EQUIP RENTAL & REPAIRS	<u>11,443</u>	<u>7,500</u>	<u>25,179</u>	<u>138,244</u>
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5155-4501 TELEPHONE & CELL PHONE SERVICE	885	500	1,700	1,000
11-5155-4504 TRAVEL & TRAININGS	3,460	1,000	2,203	1,580
11-5155-4506 SECURITY SERVICES	0	0	0	425
11-5155-4511 MEMBERSHIP & DUES	0	0	0	1,320
11-5155-4526 OTHER PROFESSIONAL SERVICES	30	500	1,593	3,500
TOTAL OTHER SERVICE & CHARGES	<u>4,374</u>	<u>2,000</u>	<u>5,496</u>	<u>7,825</u>
<b>TOTAL INFORMATION TECHNOLOGY</b>	<b><u>82,040</u></b>	<b><u>100,598</u></b>	<b><u>117,817</u></b>	<b><u>263,798</u></b>

**CITY OF DONNA, TEXAS**

DEPARTMENT: CITY HALL			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	2	2	2	2
Part-time	1	1	-	-
DEPARTMENT TOTAL	3	3	2	2

**DUTIES AND RESPONSIBILITIES:**

The front Office is responsible for all currency transactions for the City. The activities supervised include:

1. Maintain ledger on all beer & wine permits, trailer park, and wrecker permits.
2. Maintain an accurate accounting on vital statistics
3. Maintain an accurate cemetery map
4. Issue receipts for all permits.

**GOALS AND OBJECTIVES:**

1. Continue to improve customer service
2. Continue to recommend to our customers to automatically pay their bills(s) online.
3. Digitalize cemetery files.

Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. General Fund Receipts	3,500	4,000	4,500	5,000
2. Opening & Closing cemetery plots	31	45	50	55
3. Cemetery monuments	31	45	50	55
4. Beer & Wine Permits	40	42	50	55
5. Amigos Del Valle/Pavilion rentals	2,500	2,600	100	110
6. Trailer Park Permits	12	31	15	15
7. Vital Statistics	300	302	305	315
8. Wrecker Permits	12	25	20	20
9. Research Cemetery files	40	35	50	60

# CITY OF DONNA, TEXAS

## DEPARTMENT: CITY HALL

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5161-4101 SALARIES AND WAGES	61,515	44,000	57,500	47,416
11-5161-4102 PART-TIME WAGES	3,389	10,244	4,500	0
11-5161-4103 OVERTIME WAGES	335	0	214	0
11-5161-4104 HEALTH/DENTAL/LIFE INSURANCE	18,671	12,552	11,500	11,968
11-5161-4105 TMRS CONTRIBUTION	4,102	4,233	3,963	4,064
11-5161-4106 SOCIAL SECURITY & MEDICARE	5,198	4,566	5,016	3,627
11-5161-4107 TX WORKERS' COMPENSATION INS.	844	588	843	839
11-5161-4108 STATE UNEMPLOYMENT TAX	552	513	552	250
11-5161-4113 LONGEVITY	0	5,446	0	0
TOTAL PERSONNEL SERVICES	94,606	82,142	84,088	68,164
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5162-4201 POSTAGE & DELIVERY SERVICES	34	0	0	0
11-5162-4203 UNIFORMS	474	500	110	500
11-5162-4204 GASOLINE AND OIL	42	0	0	0
11-5162-4212 OFFICE SUPPLIES	4,926	1,600	4,432	3,000
11-5162-4213 JANITORIAL SUPPLIES	4,186	2,000	2,050	3,000
11-5162-4217 OTHER SUPPLIES	881	0	650	0
11-5162-4220 REFRESHMENT SUPPLIES	1,367	1,000	1,033	1,000
11-5162-4230 OFFICE EQUIP / FURNITURE	894	500	3,659	500
TOTAL SUPPLIES & MATERIALS	12,804	5,600	11,934	8,000
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5163-4302 BUILDING MAINTENANCE	4,361	1,500	1,824	1,500
11-5163-4303 A/C &/OR HEATING MAINTENANCE	4,734	2,500	265	2,500
11-5163-4304 BUILDING REPAIRS	1,141	1,000	1,060	3,000
11-5163-4311 GROUNDS MAINTENANCE & REPAIRS	0	0	4,150	0
11-5163-4312 SIGN MAINTENANCE & REPAIRS	46	0	3,095	0
11-5163-4313 PARKING LOT MAINTENANCE	0	0	948	0
TOTAL PROPERTY & INFRASTRUCTURE	10,281	5,000	11,342	7,000
<b><u>EQUIP RENTAL &amp; REPAIRS</u></b>				
11-5164-4402 MAINTENANCE & REPAIR-SMALL EQUIP.	1,360	0	1,315	0
11-5164-4405 OFFICE MACHINE MAINTENANCE	195	500	195	500
11-5164-4407 VEHICLE MAINTENANCE & REPAIRS	120	0	127	0
11-5164-4420 SOFTWARE MAINTENANCE	272	0	2,577	0
11-5164-4428 NETWORK CONNECTION MAINTENANCE	125	0	0	0
11-5164-4471 COPY MACHINE MAINTENANCE	3,856	3,500	3,000	3,500
TOTAL EQUIP RENTAL & REPAIRS	5,928	4,000	7,214	4,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5165-4501 TELEPHONE & CELL PHONE SERVICE	6,111	0	6,116	6,000
11-5165-4504 TRAVEL AND/OR TRAININGS	0	0	35	0
11-5165-4505 UTILITY SERVICES	12,343	10,000	12,413	12,000
11-5165-4506 CITY HALL SECURITY SERVICES	960	600	300	600
11-5165-4512 INTERNET SERVICE PROVIDER	1,360	1,500	0	1,500
11-5165-4526 OTHER PROFESSIONAL FEES	1,677	2,000	700	2000
11-5165-4528 FIRE PREVENTION SERVICES	48	500	54	500
11-5165-4550 EMPLOYMENT TESTS & EXAMS	438	500	4034	0
11-5165-4590 MISCELLANEOUS EXPENDITURES	97	0	0	0
TOTAL OTHER SERVICE & CHARGES	23,035	15,100	23,652	22,600
<b><u>CAPITAL OUTLAY</u></b>				
11-5166-4650 BUILDING & STRUCTURES	0	100,000	26,123	0
TOTAL CAPITAL OUTLAY	0	100,000	26,123	0
<b>TOTAL CITY HALL</b>	<b>146,654</b>	<b>211,842</b>	<b>164,353</b>	<b>109,764</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: CITY SECRETARY</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	2	2	1	1
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>

**DUTIES AND RESPONSIBILITIES:**

1. The City Secretary supports the needs of the City Council to facilitate their goals. The City Secretary posts, attends and records all City Council meetings.
2. Prepares agendas for City Council and Department Directors; administer all aspects of operations for the department and oversees implementation of departmental policies and procedures ; prepares and maintains City Secretary and
3. City Council budgets; edits and prepares proclamations/resolutions/certificates; City Secretary is the custodian of the city's records and official seal; serves as the city's Records Manager, Local Registrar and Elections Administrator ;
4. Maintains all legislative history such as minutes, ordinances, easements, deeds and resolutions ; the City Secretary processes all public information requests and provides assistance to citizens on concerns/issues related to the City.

**GOALS AND OBJECTIVES:**

1. Continue to provide support to City Council and city staff to maximize city services.
2. Continue to work efficiently and productively with staff on the daily operations of the department and promote trainings of departmental functions in order to better execute city's policies and procedures.
3. Implement and maintain a Records Management Program in accordance with the state's records retention schedules and continue to process public information requests in compliance with the Public Information Act.
4. Work with legal consultant and city's city attorney in creating the City of Donna Code of Ordinances.
5. Strive to continue maintaining city's legal documents, address citizen concerns, issue birth and death records, work with all city departments and state agencies in order to provide optimum customer service to Donna citizens.
6. Continue to work diligently with other departments to accomplish city goals.
7. Continue to work with Hidalgo County Elections Department in order to administer and effectively conduct city elections in compliance with state election laws.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Called City Council Meetings/Workshops	44	40	45	50
2. Public Information Records Processed	125	125	150	200
3. Ordinances/Resolutions/Proclamations	76	60	80	90
4. City Minutes	44	40	45	50
5. Ordinance Publications	28	25	35	45

**CITY OF DONNA, TEXAS**

**DEPARTMENT: CITY SECRETARY**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5171-4101 SALARIES AND WAGES	80,607	72,872	78,842	48,458
11-5171-4103 OVERTIME WAGES	0	150	37	0
11-5171-4104 HEALTH/DENTAL/LIFE INSURANCE	13,731	12,552	9,000	5,988
11-5171-4105 TMRS CONTRIBUTION	5,445	7,440	5,215	4,153
11-5171-4106 SOCIAL SECURITY & MEDICARE	6,377	6,649	6,150	3,707
11-5171-4107 TX WORKERS' COMPENSATION INS	189	325	325	158
11-5171-4108 STATE UNEMPLOYMENT TAX	342	342	342	125
11-5171-4113 LONGEVITY	0	13891	0	0
TOTAL PERSONNEL SERVICES	106,692	114,221	99,911	62,589
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5172-4201 POSTAGE & DELIVERY SERVICES	194	250	209	250
11-5172-4203 UNIFORMS	125	250	0	250
11-5172-4212 OFFICE SUPPLIES	411	1,000	126	1,000
TOTAL SUPPLIES & MATERIALS	730	1,500	335	1,500
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5174-4420 SOFTWARE MAINTENANCE CONTRACTS	0	200	0	200
TOTAL EQUIP. RENTAL & REPAIRS	0	200	0	200
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5175-4503 PUBLIC INFORMATION NOTICES	10,634	7,000	12,500	12,500
11-5175-4504 TRAVEL AND/OR TRAININGS	1,227	1,500	1,250	1,500
11-5175-4511 MEMBERSHIPS & SUBSCRIPTIONS	20	150	150	150
11-5175-4526 OTHER PROFESSIONAL FEES	26,208	23,000	0	15,000
11-5175-4550 EMPLOYMENT TESTS & EXAMS	44	50	0	50
TOTAL OTHER SERVICE & CHARGES	38,133	31,700	13,900	29,200
<b>TOTAL CITY SECRETARY</b>	<b>145,554</b>	<b>147,621</b>	<b>114,146</b>	<b>93,489</b>



**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: TAX ASSESSOR-COLLECTOR</b>			<b>FUND: GENERAL FUND</b>	
<b>Personnel</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	1	1	1	1
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**DUTIES AND RESPONSIBILITIES:**

The Tax Department is responsible for all property tax collections for the City. The activities supervised include:

1. Maintain an accurate calendar for Amigos Del Valle Center and Pavilion.
2. Maintain accurate accounting records, monthly reconciliations.
3. Provide financial information to local Auditors, Provide all information requested during annual audit.
4. Complete surveys and questionnaires for mortgage agencies.
5. Continue to work closely with Planning Department on current beer & wine licenses.
6. Review, approve and process all check requisitions for payment or refund of taxes to property owners
7. Provide accurate vital statistics records.
8. Maintain accurate payments from various permits issued through the Inspections/Permit Dept.
9. Maintain accurate payments from various permits issued through the Inspections/Permit Dept.

**GOALS AND OBJECTIVES:**

1. Continue to work with departments to find mutual solutions to their budget and accounting related issues.
2. Continue to provide City Council, City Manager, and Department Heads accurate and timely financial information and reports.
3. Continue to improve customer service.
4. Continue to recommend to our taxpayers to automatically pay their tax bill(s) online.
5. Continue to work with Delinquent Tax Attorney's.
6. Maintain a tax information link in the City of Donna website.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Tax Collections-Current and Delinquent	5,080,808	4,743,745	4,796,559	5,325,743
Current Collection Rate	92%	95%	94%	95%
2. Delinquent Tax Statements Processed	2,750	3,000	4,426	5,000

# CITY OF DONNA, TEXAS

## DEPARTMENT: TAX ASSESSOR-COLLECTOR

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5191-4101 SALARIES AND WAGES	48,124	40,707	46,292	48,585
11-5191-4104 HEALTH/DENTAL/LIFE INSURANCE	6,881	6,276	6,890	5,988
11-5191-4105 TMRS CONTRIBUTION	3,247	4,089	3,250	4,164
11-5191-4106 SOCIAL SECURITY & MEDICARE	3,819	3,653	3,611	3,717
11-5191-4107 TX WORKERS' COMPENSATION INS.	115	178	175	158
11-5191-4108 STATE UNEMPLOYMENT TAX	171	171	171	125
11-5191-4115 CERTIFICATION PAY	0	0	38	0
11-5191-5113 LONGEVITY	0	7,050	0	0
TOTAL PERSONNEL SERVICES	62,358	62,124	60,427	62,737
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5192-4201 POSTAGE & DELIVERY SERVICE	3,617	3,500	3,795	3,500
11-5192-4203 UNIFORMS	300	500	400	500
11-5192-4212 OFFICE SUPPLIES	1,370	2,000	1,000	2,000
11-5192-4217 OTHER SUPPLIES	0	0	0	0
11-5192-4231 MINOR EQUIPMENT	1,350	1,500	1,350	3,500
TOTAL SUPPLIES & MATERIALS	6,637	7,500	6,545	9,500
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5194-4405 OFFICE EQUIPMENT/FURNITURES	0	500	0	500
11-5194-4406 EQUIPMENT REPAIRS	0	200	0	200
11-5194-4420 SOFTWARE MAINTENANCE	12,759	12,000	12,000	12,000
11-5194-4425 COMPUTER MAINTENANCE	0	375	0	375
11-5194-4426 COMPUTER SOFTWARE MAINTENANCE	0	500	500	500
11-5194-4427 NETWORK SECURITY MAINTENANCE	0	400	400	400
11-5194-4471 COPY MACHINE MAINTENANCE	0	100	0	1000
TOTAL EQUIP. RENTAL & REPAIRS	12,759	14,075	12,900	14,975
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5195-4502 INSURANCE AND BONDS	1,000	1,000	1,000	1,000
11-5195-4503 PUBLIC INFORMATION NOTICES	422	500	0	500
11-5195-4504 TRAVEL AND/OR TRAININGS	1,308	1,000	1,000	2,000
11-5195-4511 MEMBERSHIPS & SUBSCRIPTIONS	60	100	0	100
11-5195-4526 OTHER PROFESSIONAL FEES	22	0	0	0
11-5195-4554 PROPERTY TAX PREPARATION SERVICE	2,830	3,000	3,000	3,000
11-5195-4556 HIDALGO COUNTY APPRAISAL DISTRICT	60,932	55,000	52,766	50,251
TOTAL OTHER SERVICE & CHARGES	66,574	60,600	57,766	56,851
<b>TOTAL TAX ASSESSOR COLLECTOR</b>	<b>148,328</b>	<b>144,299</b>	<b>137,638</b>	<b>144,063</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: POLICE</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	45	45	46	46
Part-time	0	0	0	0
<b>DEPARTMENT TOTAL</b>	<b>45</b>	<b>45</b>	<b>46</b>	<b>46</b>

**DUTIES AND RESPONSIBILITIES:**

1. To serve and protect the lives and property of all citizens of the United States, Texas and the City of Donna. To make the
2. To make the City of Donna a safer place to live by enforcing laws, deterring crime, conducting investigations and apprehending offenders.

**GOALS AND OBJECTIVES:**

1. To provide an effective Police Department to adequately Serve and Protect the citizens of Donna and their property in an effort to provide a safer environment
2. 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
3. To maintain a well trained, supplied and equipped department and personnel to ensure a greater level of efficiency and safely in the delivery of police services
4. To provide continuous investigations of criminal activities originating within the territorial jurisdiction of the City of Donna in an effort to bring them to their logical conclusions and improve in the case clearance rate
5. To continue to implement and build upon existing community programs to encourage members of the community to become active participants in the department's crime prevention effort
6. To retain good quality police personnel by providing competitive police salaries
7. To treat our public as customers with dignity and respect since they are the stakeholders of this community

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Calls for Service	18,120	18,504	18,409	18,777
2. Traffic Stops	4,000	4,081	3,942	4,021
3. Adult Arrests	1,650	1,683	1,781	1,817
4. Juvenile Arrests	205	209	201	205
5. Murders	-	-	-	-
6. Forcible Rapes	15	10	11	10
7. Robbery	189	9	8	11
8. Aggravated Assaults	181	187	281	291
9. Burglary	294	299	271	289
10. Traffic Accidents Investigated	1,594	1,630	1,801	1,942

# CITY OF DONNA, TEXAS

## DEPARTMENT: POLICE

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5201-4101 SALARIES AND WAGES	1,571,861	1,421,421	1,518,065	1,727,230
11-5201-4103 OVERTIME WAGES	148,995	153,507	145,384	160,000
11-5201-4104 HEALTH/DENTAL/LIFE INSURANCE	284,855	282,420	245,715	275,380
11-5201-4105 TMRS CONTRIBUTION	120,436	154,455	118,456	161,736
11-5201-4106 SOCIAL SECURITY & MEDICARE	140,797	138,035	133,564	144,373
11-5201-4107 TX WORKERS' COMPENSATION INSURANCE	44,346	55,950	47,950	45,630
11-5201-4108 STATE UNEMPLOYMENT TAX	7,730	7,695	5,500	5,750
11-5201-4109 TCLEOSE CERTIFICATION PAY	70,320	0	67,680	0
11-5201-4111 ASSIGN PAY	0	42,000	0	0
11-5201-4113 LONGEVITY	0	158,835	0	0
11-5201-4115 CERTIFICATION PAY	0	6,600	3815	0
TOTAL PERSONNEL SERVICES	2,389,341	2,420,918	2,286,129	2,520,099
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5202-4201 POSTAGE & DELIVERY SERVICE	435	250	2,000	250
11-5202-4203 UNIFORMS	34,176	42,000	30,000	42,000
11-5202-4204 FUEL AND LUBRICANTS	64,386	60,000	68,973	60,000
11-5202-4205 SMALL TOOLS AND EQUIPMENT	8,353	2,000	2,521	2,000
11-5202-4212 OFFICE SUPPLIES	12,302	9,250	11,500	9,250
11-5202-4213 JANITORIAL SUPPLIES	2,505	2,000	2,000	2,000
11-5202-4214 PATROL OFFICER SUPPLIES	3,503	3,100	3,100	3,100
11-5202-4215 C.I.D. DEPT. SUPPLIES	0	1,000	100	1,000
11-5202-4217 OTHER SUPPLIES	2,345	1,500	1,000	1,500
11-5202-4220 REFRESHMENT SUPPLIES	207	200	200	200
11-5202-4226 AMMUNITION	3,112	3,020	4,000	3,020
11-5202-4227 TARGETS FOR GUN RANGE	316	200	0	200
11-5202-4230 OFFICE EQUIP / FURNITURE	1,240	1,000	1,000	1,000
11-5202-4234 EQUIPMENT FOR PATROL VEHICLE	2,840	1,500	6,500	1,500
11-5202-4235 SMALL RADIO EQUIPMENT	5,269	2,500	0	2,500
11-5202-4240 FIRE ARMS FOR POLICE DEPT.	4,521	1,500	5,500	1,500
11-5202-4292 SWAT TACTICAL EQUIPMENT	12,926	13,257	13,257	13,257
TOTAL SUPPLIES & MATERIALS	158,436	144,277	151,651	144,277
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5203-4302 BUILDING MAINTENANCE	3,138	1,000	1,000	1,000
11-5203-4303 A/C &/OR HEATING MAINTENANCE	5,299	0	0	0
11-5203-4304 BUILDING REPAIRS	2,316	2,000	2,500	2,000
11-5203-4315 GUN RANGE IMPROVEMENTS	576	500	0	500
TOTAL PROPERTY & INFRASTRUCTURE	11,329	3,500	3,500	3,500
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5204-4402 MAINTENANCE & REPAIR-SMALL EQUIP.	375	500	600	500
11-5204-4405 OFFICE MACHINE MAINTENANCE	5,248	4,750	3,000	4,750
11-5204-4406 EQUIPMENT REPAIRS	1,885	1,500	1,500	1,500
11-5204-4407 VEHICLE MAINTENANCE	30,806	30,250	25,000	30,250
11-5204-4408 RADIO MAINTENANCE	714	1,000	500	1,000
11-5204-4409 PROPERTY SEIZURE COSTS	2,233	2,750	500	2,750
11-5204-4416 SECURITY CAMERA SYSTEM M	241	500	1,000	2,500
11-5204-4420 SOFTWARE MAINTENANCE	19,970	21,000	30,000	21,000
11-5204-4427 NETWORK SECURITY MAINTENANCE	980	1,000	1,000	1,000
11-5204-4428 NETWORK CONNECTIONS MAINTENANCE	0	800	0	800
TOTAL EQUIP. RENTAL & REPAIRS	62,453	64,050	63,100	66,050
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5205-4501 TELEPHONE & CELL PHONE SERVICE	20,418	16,000	27,500	16,000
11-5205-4504 TRAVEL AND/OR TRAINING	5,568	5,000	5,569	5,000
11-5205-4505 UTILITY SERVICES	19,871	16,000	20,029	16,000
11-5205-4511 MEMBERSHIPS & SUBSCRIPTIONS	1,839	1,500	1,839	1,500
11-5205-4512 INTERNET SERVICE PROVIDER	1,301	1,500	8,500	1,500
11-5205-4513 PROMOTIONAL EVENTS	0	2,500	2,500	2,500
11-5205-4526 OTHER PROFESSIONAL FEES	1,566	1,500	3,500	1,500
11-5205-4528 FIRE PREVENTION SERVICES	0	300	345	300
11-5205-4533 PRISONERS EXPENSES	1,691	2,000	2,000	2,000
11-5205-4550 EMPLOYMENT TESTS & EXAMS	3,876	2,000	3,796	2,000
11-5205-4590 MISCELLANEOUS EXPENDITURES	0	0	42	0
11-5205-4591 INVESTIGATION EXPENDITURES	1,549	1,000	1,000	1,000
TOTAL OTHER SERVICE & CHARGES	57,680	49,300	76,620	49,300
<b><u>CAPITAL OUTLAY</u></b>				
11-5206-4617 VEHICLE PURCHASES	80,803	0	0	0
11-5206-4618 COMMUNICATION EQUIPMENT	0	0	1,500	0
11-5206-4650 STRUCTURES	0	0	13,000	0
TOTAL CAPITAL OUTLAY	80,803	0	14,500	0
<b>TOTAL POLICE</b>	<b>2,760,042</b>	<b>2,682,045</b>	<b>2,595,500</b>	<b>2,783,226</b>

# CITY OF DONNA, TEXAS

DEPARTMENT: FIRE DEPARTMENT			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	2	2	2	2
Part-time	-	-	-	-
DEPARTMENT TOTAL	2	2	2	2

## **DUTIES AND RESPONSIBILITIES:**

The Donna Volunteer Fire Department is responsible for all hazard emergency response to the citizens and visitors of the Donna area: Our mission is to protect and preserve life over property

1. Public Education and prevention of any and all fires
2. To insure that the volunteers of the department is molded and prepared to respond, safely and aggressively to emergency incidents in our community
3. Adhere all requirements mandated by local code, state and federal rules related to fire department operations
4. Maintain all emergency response equipment and vehicles in a ready state of response
5. Reviewing and inspecting all building plans
6. Responsible for all financial matters related to the city budget and the Donna Volunteer Fire Department budget

## **GOALS AND OBJECTIVES:**

1. To meet State Firefighters and Fire Marshals Association, Texas Commission on Fire Protection, National Fire Protection Association, Texas Department of Insurance and Insurance Service Office requirements
2. Facilitate a well trained fire department to assist city departments in understanding their roles in emergency management
3. Continue our recruiting program for volunteers

Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Annual Edinburg School	8	6	6	6
A&M Fire School	4	6	6	6
City Emergency Calls	4	400	6	6
County Emergency Calls	4	400	6	6
Certification Training	-	2	-	2
Drills 2 hours per week	52	52	52	52

# CITY OF DONNA, TEXAS

## DEPARTMENT: FIRE DEPARTMENT

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b>PERSONNEL SERVICES</b>				
11-5211-4101 SALARIES AND WAGES	40,616	41,000	41,000	45,043
11-5211-4103 OVERTIME WAGES	2,749	0	0	0
11-5211-4104 HEALTH/DENTAL/LIFE INSURANCE	12,097	12,552	12,552	11,967
11-5211-4105 TMRS CONTRIBUTION	2,907	23,854	250,000	13,860
11-5211-4106 SOCIAL SECURITY & MEDICARE	3,487	3,359	3,359	3,446
11-5211-4107 TX WORKERS' COMPENSATION INS.	12,899	2,300	2300	2,203
11-5211-4108 STATE UNEMPLOYMENT TAX	284	342	185	250
11-5211-4113 LONGEVITY	0	2,906	0	0
TOTAL PERSONNEL SERVICES	75,040	86,313	309,396	76,769
<b>SUPPLIES &amp; MATERIALS</b>				
11-5212-4201 POSTAGE & DELIVERY SERVICE	0	40	40	40
11-5212-4203 UNIFORMS	25,986	1,600	1,600	1,600
11-5212-4204 FUEL AND LUBRICANTS	8,432	10,000	8,219	10,000
11-5212-4205 SMALL TOOLS AND EQUIPMENT	776	2,000	1,500	2,000
11-5212-4207 COOL WATER & FOAM FOR FIRE	2,411	2,500	1,000	2,500
11-5212-4212 OFFICE SUPPLIES	1,176	1,000	350	1,000
11-5212-4213 JANITORIAL SUPPLIES	379	1,000	500	1,000
11-5212-4220 REFRESHMENT SUPPLIES	38	300	0	300
11-5212-4221 SPECIAL EVENTS AND ACTIVITY	1,497	600	0	600
11-5212-4230 OFFICE EQUIP / FURNITURE	416	500	500	500
11-5212-4231 MINOR EQUIPMENT	0	0	700	0
11-5212-4238 MINOR EQUIPMENT-FIRE FIGHT	702	1,000	1,000	1,000
TOTAL SUPPLIES & MATERIALS	41,814	20,540	15,409	20,540
<b>PROPERTY &amp; INFRASTRUCTURE</b>				
11-5213-4302 BUILDING MAINTENANCE	380	1,200	0	1,200
11-5213-4304 BUILDING REPAIRS	4,037	2,500	200	2,500
11-5213-4314 MINOR PROPERTY IMPROVEMENTS	1,446	1,000	250	1,000
TOTAL PROPERTY & INFRASTRUCTURE	5,864	4,700	450	4,700
<b>EQUIP. RENTAL &amp; REPAIRS</b>				
11-5214-4402 MAINT. & REPAIR-SMALL EQUIPMENT	101	200	0	200
11-5214-4406 EQUIPMENT REPAIRS	0	2,000	0	2,000
11-5214-4407 VEHICLE MAINTENANCE & REPAIRS	18,837	12,216	19,752	12,216
11-5214-4408 RADIO MAINTENANCE & REPAIRS	2,199	2,000	0	2,000
11-5214-4420 SOFTWARE MAINTENANCE	1,980	2,000	0	2,000
11-5214-4425 COMPUTER MAINTENANCE	0	600	0	600
11-5214-4440 FIRE HYDRANT MAINTENANCE	0	1,500	0	1,500
11-5214-4445 POWER GENERATION MAINTENANCE	255	300	0	300
TOTAL EQUIP. RENTAL & REPAIRS	23,372	20,816	19,752	20,816
<b>OTHER SERVICE &amp; CHARGES</b>				
11-5215-4501 TELEPHONE & CELL PHONE SERVICE	21,632	13,300	12,500	13,300
11-5215-4504 TRAVEL AND/OR TRAINING	7,141	7,500	9,250	7,500
11-5215-4505 UTILITY SERVICES	8,522	7,500	16,796	6,500
11-5215-4509 PROFESSIONAL/TECHNICAL MATERIALS	0	0	804	0
11-5215-4511 MEMBERSHIPS & SUBSCRIPTIONS	1,175	1,500	10,314	1,500
11-5215-4526 OTHER PROFESSIONAL FEES	0	0	900	0
11-5215-4528 FIRE PREVENTION SERVICES	0	1,000	0	1,000
11-5215-4530 MONTHLY STIPEND FOR FIRE CHIEF	12,000	12,000	12,000	12,000
11-5215-4535 VFM PENSION PLAN CONTRIBUTION	2,125	3,000	5,696	3,000
11-5215-4536 DONNA VOLUNTEER FIREMEN ORG.	7,481	7,000	367	7,000
11-5215-4550 EMPLOYMENT TESTS & EXAMS	44	200	0	200
11-5215-4590 MISCELLANEOUS EXPENDITURES	0	0	390	0
TOTAL OTHER SERVICE & CHARGES	60,120	53,000	69,017	52,000
<b>CAPITAL OUTLAY</b>				
11-5216-4617 VEHICLE PURCHASES	0	0	7,500	0
11-5216-4618 RADIOS & COMMUNICATIONS	15,388	0	0	0
11-5216-4650 STRUCTURES	0	0	8,383	0
TOTAL CAPITAL OUTLAY	15,388	0	15,883	0
<b>TOTAL FIRE DEPARTMENT</b>	<b>221,598</b>	<b>185,369</b>	<b>429,907</b>	<b>174,825</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: PLANNING &amp; DEVELOPMENT</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	2	3	2	2
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>2</b>

**DUTIES AND RESPONSIBILITIES:**

1. The Planning & Zoning Department coordinates the development process, including review of subdivision plats, and of public hearing items.
2. Staff performs plan reviews and site inspections and manages planning studies. Staff assists current and new business owners with permitting zoning designation, address verification, platting process, annexation and other related matters.
3. The Planning Department implements Zoning, Parking, Landscaping, Sign, Access Management, and Subdivision Ordinances.
4. Working together with the City Engineer, Fire Official, Public Works, Code Enforcement, Building/Health Departments, Urban County, and the citizens of Donna and builders and investors.

**GOALS AND OBJECTIVES:**

1. Continue to work on updating ordinances; compare to other communities of similar size and compare fee structure for permits.
2. Update land use map; define newly annexed areas according to future use.
3. Perform site plan review and inspection for new projects on a timely basis.
4. Provide opportunities for staff training and certifications.
5. Perform addressing activities for properties inside the city and ETJ.
6. Update City and Zoning Maps.
7. Devise a plan for next 3 years annexation plan.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Subdivisions	13	15	16	16
2. Certificate of Compliance	58	65	67	68
3. CUP	7	14	16	16
4. Zone Change	10	12	13	20
5. Annexations	1	5	5	2
6. Urban County	\$ 225,727	\$ 251,975	\$ 273,322	TBD

# CITY OF DONNA, TEXAS

## DEPARTMENT: PLANNING & DEVELOPMENT

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5231-4101 SALARIES AND WAGES	80,961	117,000	85,085	123,001
11-5231-4103 OVERTIME WAGES	0	0	50	0
11-5231-4104 HEALTH/DENTAL/LIFE INSURANCE	13,730	18,828	11,750	17,960
11-5231-4105 TMRS CONTRIBUTION	5,468	10,511	6,250	10,541
11-5231-4106 SOCIAL SECURITY & MEDICARE	6,468	9,394	6,207	9,410
11-5231-4107 TX WORKERS' COMPENSATION INS.	190	460	400	400
11-5231-4108 STATE UNEMPLOYMENT TAX	342	513	342	375
11-5231-4109 EDUCATION PAY	0	2,000	154	0
11-5231-4113 LONGEVITY	0	3,798	0	0
TOTAL PERSONNEL SERVICES	107,160	162,504	110,238	161,687
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5232-4201 POSTAGE & DELIVERY SERVICES	70	500	300	500
11-5232-4202 MAPS AND MAP RESOURCES	590	500	0	500
11-5232-4203 UNIFORMS	287	1,500	0	1,800
11-5232-4204 FUEL AND LUBRICANTS	460	500	1,000	500
11-5232-4212 OFFICE SUPPLIES	697	750	450	750
11-5232-4219 FILM & PHOTO SUPPLIES	0	80	0	0
11-5232-4220 REFRESHMENT SUPPLIES	26	300	300	500
11-5232-4221 SPECIAL EVENTS AND ACTIVITIES	22	500	0	500
11-5232-4230 OFFICE EQUIP. / FURNITURE	118	120	0	1,200
11-5232-4231 MINOR EQUIPMENT	699	600	0	0
TOTAL SUPPLIES & MATERIALS	2,970	5,350	2,050	6,250
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5234-4407 VEHICLE MAINTENANCE & REPAIRS	342	500	33	500
11-5234-4425 COMPUTER MAINTENANCE	209	420	0	500
TOTAL EQUIP. RENTAL & REPAIRS	551	920	33	1,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5235-4501 TELEPHONE & CELL PHONE SERVICE	2,417	4,000	2,500	4,000
11-5235-4504 TRAVEL AND/OR TRAININGS	5,125	4,000	4,250	5,000
11-5235-4510 TCEQ STORM WATER FEES	100	200	0	500
11-5235-4511 MEMBERSHIPS & SUBSCRIPTIONS	0	0	0	500
11-5235-4520 DRAINAGE TASKFORCE FEES	11,070	14,000	15,000	15,000
11-5235-4526 OTHER PROFESSIONAL FEES	471	1,500	500	1,500
11-5235-4550 EMPLOYMENT TESTS & EXAMS	44	0	35	0
11-5235-4556 HIDALGO COUNTY DIST CO. CLERK	0	0	200	0
11-5235-4560 LAND & ROW INVESTIGATIONS	1,464	2,400	0	2,000
TOTAL OTHER SERVICE & CHARGES	20,691	26,100	22,485	28,500
<b>TOTAL PLANNING &amp; COMMUNITY DEVELOPMENT</b>	<b>131,372</b>	<b>194,874</b>	<b>134,806</b>	<b>197,437</b>



**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: INSPECTIONS</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	-	1	1	1
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	-	1	1	1

**DUTIES AND RESPONSIBILITIES:**

The Inspections Division is responsible for all Permits and Inspections for commercial and residential types. The activities supervised include:

1. To protect our citizens safety by enforcing building codes.
2. Inspector reviews all building plans and application and coordinates approval from other departments, County and State agencies.
3. Inspect all new construction, commercial or 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.
4. Coordinates the City's Addressing program with the United States Postal Service and with the Lower Rio Grande Valley Council.
5. Maintains "as built " files of all new business, residence and other structures as per record retention regulations.
6. Conducts facility inspections of existing buildings for new businesses in the community.
7. Inspects all wood frame residential structures and manufactured homes being moved into the City for compliance with City Codes and Zoning Ordinances.

**GOALS AND OBJECTIVES:**

1. Promotes private development, while ensuring compliance with City Codes & ordinance.
2. Continue protecting our citizen's health, safety and general welfare through efficient City Code enforcement.
3. Increase public awareness and use of the computerized permit program available now at Code Enforcement.
4. Emphasize staff development and continued education for better staff utilization and improved performance.
5. Identify methods to standardize the plan review process in order to expedite approval.
6. Provide Training and continuing education classes for Inspectors and Permit Clerks.
7. Improve customer information system through the provision of updated written materials and permit application requirements.
8. Emphasize staff training and examinations through ICC to obtain appropriate field inspection Certifications for Inspectors and office personnel.
9. To establish a health division to inspect restaurants, and other facilities serving food.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Citizens contacts	500	525	575	600
2. Permits	1,959	3,000	1,697	2,000
3. Inspections	592	500	623	650
4. Plan reviews (elec., building, mech., plumbing)	504	450	550	600
5. Garage Sale	542	1,000	745	750
6. New Dwelling (Residential)	47	45	55	60
7. New Commercial	21	35	24	30

**CITY OF DONNA, TEXAS**

**DEPARTMENT: INSPECTIONS**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5291-4101 SALARIES AND WAGES	30,037	40,000	10,000	42,709
11-5291-4104 HEALTH/DENTAL/LIFE INSURANCE	3,616	6,276	3,000	5,987
11-5291-4105 TMRS CONTRIBUTION	1,915	3,485	1,500	3,660
11-5291-4106 SOCIAL SECURITY & MEDICARE	2,253	3,115	1,200	3,267
11-5291-4107 TX WORKERS' COMPENSATION INS.	219	345	350	322
11-5291-4108 STATE UNEMPLOYMENT TAX	177	171	171	125
11-5291-4115 LICENSES	0	700	0	0
TOTAL PERSONNEL SERVICES	38,218	54,092	16,221	56,070
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5292-4201 POSTAGE & DELIVERY SERVICES	281	300	300	300
11-5292-4203 UNIFORMS	84	140	0	300
11-5292-4204 FUEL AND LUBRICANTS	211	480	0	500
11-5292-4205 SMALL TOOLS & EQUIPMENT	0	0	0	400
11-5292-4212 OFFICE SUPPLIES	315	480	2,039	100
11-5292-4218 COPYING SUPPLIES	1,670	50	480	0
11-5292-4230 OFFICE EQUIP. / FURNITURE	1,000	500	0	500
11-5292-4231 MINOR EQUIPMENT	191	400	0	0
TOTAL SUPPLIES & MATERIALS	3,752	2,350	2,819	2,100
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5294-4407 VEHICLE MAINTENANCE & REPAIR	205	400	0	0
11-5294-4420 SOFTWARE MAINTENANCE	1,883	2,000	900	2,000
TOTAL EQUIP. RENTAL & REPAIRS	2,088	2,400	900	2,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5295-4501 TELEPHONE & CELL PHONE SERVICE	413	1,200	500	1,200
11-5295-4503 PUBLIC INFORMATION NOTICES	554	0	0	0
11-5295-4504 TRAVEL AND/OR TRAININGS	881	1,500	400	5,000
11-5295-4511 MEMBERSHIPS & SUBSCRIPTIONS	218	360	1,000	500
11-5295-4526 OTHER PROFESSIONAL FEES	750	1,000	5,375	1,000
11-5295-4550 EMPLOYMENT TESTS & EXAMS	82	0	0	0
TOTAL OTHER SERVICE & CHARGES	2,897	4,060	7,275	7,700
<b>TOTAL INSPECTIONS</b>	<b>46,954</b>	<b>62,902</b>	<b>27,215</b>	<b>67,870</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: PUBLIC WORKS</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	16	16	16	17
Part-time	-	1	1	1
<b>DEPARTMENT TOTAL</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>18</b>

**DUTIES AND RESPONSIBILITIES:**

The Public Works Department is primarily responsible for overseeing the operations of the service and maintenance of our City in order to make it a better environment for our citizens.

1. Responsible for the administration, planning, maintenance, construction and management of the City's roadway system.
2. Staff is responsible for the installation and maintenance of traffic control signs, regulatory signs and pavement markings necessary to provide for safe and efficient traffic movement.
3. Additional responsibilities include construction and maintenance of new sidewalks, drainage structures and responding to all weather related emergency calls.
4. The department oversees long range planning and budgeting for the Streets Division.
5. The department also provides assistance to other departments, civic and non-profit organizations.
6. Staff responds to citizen's concerns and requests for services.
7. Staff serves as agent between the City and the Texas Department of Transportation, Hidalgo County, Donna, Independent School District and/or private developers to execute contracts and agreements necessary for capital improvements and to promote private development while ensuring compliance with City Codes and ordinances.

**GOALS AND OBJECTIVES:**

1. Continue to develop and implement a road surface management program.
2. Continue to develop a street lighting improvement program.
3. Install drainage structures to provide for positive drainage outfall. Keep open ditches clear of debris and obstructions.
4. Develop and implement a maintenance improvements plan for annexed areas.
5. Continue to provide direction to the Streets Division.
6. Continue to work closely with local, state and federal agencies.
7. Implement and oversee Storm Water Management Pollution Prevention Plan (a. operations, b. outreach, c. enforcement).

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Response to citizen's concerns/request for services	250	300	300	500
2. Street/Road Improvement Projects	6	10	16	15
3. Open Records Requests	3	5	5	10
4. Drainage Improvement Projects	6	10	6	10
5. Valley Gutter Improvement Projects.	8	10	10	10

# CITY OF DONNA, TEXAS

## DEPARTMENT: PUBLIC WORKS

## FUND: 11 GENERAL FUND

		<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>					
11-5301-4101	SALARIES AND WAGES	467,944	395,646	390,000	448,115
11-5301-4102	PART-TIME WAGES	0	0	20,525	23,479
11-5301-4103	OVERTIME WAGES	28,699	20,000	15,000	20,000
11-5301-4104	HEALTH/DENTAL/LIFE INSURANCE	106,101	100,416	90,802	101,736
11-5301-4105	TMRS CONTRIBUTION	32,599	37,773	35,773	42,130
11-5301-4106	SOCIAL SECURITY & MEDICARE	39,110	33,758	32,758	37,608
11-5301-4107	TX WORKERS' COMPENSATION INS	35,196	41,534	40,534	36,217
11-5301-4108	STATE UNEMPLOYMENT TAX	3,070	2,736	1,500	2,353
11-5301-4113	LONGEVITY	0	25,629	20,629	0
11-5301-4115	CERTIFICATION PAY	0	0	38	0
TOTAL PERSONNEL SERVICES		712,718	657,492	647,559	711,638
<b><u>SUPPLIES &amp; MATERIALS</u></b>					
11-5302-4201	POSTAGE & DELIVERY SERVICES	13	100	25	100
11-5302-4203	UNIFORMS	21,527	8,120	20,000	21,000
11-5302-4204	FUEL AND LUBRICANTS	25,683	27,000	25,000	28,000
11-5302-4205	SMALL TOOLS AND EQUIPMENT	18,498	9,300	3,000	15,150
11-5302-4206	CHEMICALS	7,651	3,000	1,000	3,000
11-5302-4212	OFFICE SUPPLIES	1,887	2,025	750	2,400
11-5302-4213	JANITORIAL SUPPLIES	2,253	1,500	2,525	2,500
11-5302-4217	OTHER SUPPLIES	2,889	0	2,000	0
11-5302-4220	REFRESHMENT SUPPLIES	1,057	1,000	1,053	1,500
11-5302-4230	OFFICE EQUIP / FURNITURE	0	3,000	2,828	9,000
11-5302-4234	EQUIPMENT FOR VEHICLES	933	2,000	0	0
11-5302-4288	BAD WEATHER MATERIALS - PUBLIC	0	1,500	0	1,500
TOTAL SUPPLIES & MATERIALS		82,390	58,545	58,181	84,150
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>					
11-5303-4301	STREET MAINTENANCE & REPAIRS	2,077	0	1,000	0
11-5303-4302	BUILDING MAINTENANCE	1,266	3,000	6,000	6,500
11-5303-4303	A/C &/OR HEATING MAINTENANCE	0	1,500	1,000	1,500
11-5303-4307	STREET SIGN MAINT & REPAIRS	0	0	3,500	0
11-5303-4308	STORM SEWER DRAINAGE M & R	720	2,000	0	2,000
11-5303-4311	GROUPS MAINTENANCE & REPAIR	0	800	3,000	2,500
11-5303-4312	OTHER SIGNS MAINT. & REPAIRS	2,784	2,000	86	2,000
11-5303-4313	PARKING LOT MAINTENANCE	0	500	156	800
11-5303-4314	MINOR PROPERTY IMPROVEMENTS	0	0	4,795	4,500
11-5303-4318	OTHER MAINTENANCE & REPAIRS	2,329	2,000	2,000	2,000
TOTAL PROPERTY & INFRASTRUCTURE		9,176	11,800	21,537	21,800
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>					
11-5304-4402	MAINT & REPAIR-SMALL EQUIPMENT	8,034	7,500	7,500	7,500
11-5304-4405	OFFICE MACHINE MAINT & REPAIRS	1,447	2,500	1,000	4,000
11-5304-4406	EQUIPMENT REPAIRS-LARGE EQUIPMENT	24,897	20,000	22,500	20,000
11-5304-4407	VEHICLE MAINTENANCE & REPAIR	37,442	23,000	20,500	30,000
11-5304-4408	RADIO MAINTENANCE & REPAIR	302	1,000	0	1,000
11-5304-4409	STREET SWEEPER MAINT & REPAIR	8,004	7,000	4,077	0
TOTAL EQUIP. RENTAL & REPAIRS		80,125	61,000	55,577	62,500
<b><u>OTHER SERVICE &amp; CHARGES</u></b>					
11-5305-4501	TELEPHONE & CELL PHONE SERVICE	12,565	12,000	11,500	12,000
11-5305-4504	TRAVEL AND/OR TRAINING	2,229	3,500	5,000	3,500
11-5305-4505	UTILITY SERVICES	12,384	13,000	13,000	13,000
11-5305-4506	PUBLIC WORKS SECURITY SERVICES	16,124	5,940	5,940	5,940
11-5305-4511	MEMBERSHIPS & SUBSCRIPTIONS	111	500	500	500
11-5305-4518	RENTS & CONTRACTUALS	1,043	1,500	1,500	1,500
11-5305-4526	OTHER PROFESSIONAL FEES	150	300	0	300
11-5305-4528	FIRE PREVENTION SERVICES	0	0	1,000	500
11-5305-4550	EMPLOYMENT TESTS & EXAMS	715	1,000	655	1,000
11-5305-4582	COMMUNITY CLEAN-UP EXPENSES	0	1,000	0	1,000
11-5305-4589	DAMAGE CLAIMS AGAINST CITY	821	1,500	0	1,500
11-5305-4590	MISCELLANEOUS EXPENDITURES	973	0	50	0
11-5305-4596	ROLL-OFF BINS-TIRES COLLECTIONS	1,066	1,000	1,000	2,500
11-5305-4598	ROLL-OFF BINS FOR PUBLIC WORKS	4,060	2,500	4,500	2,500
TOTAL OTHER SERVICE & CHARGES		52,241	43,740	44,645	45,740
<b>TOTAL PUBLIC WORKS</b>		<b>936,650</b>	<b>832,577</b>	<b>827,499</b>	<b>925,828</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: CITY VEHICLE MAINTENANCE</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	1	1	1	1
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**DUTIES AND RESPONSIBILITIES:**

1. Maintain and repair all emergency response units as well as other city vehicles.
2. Maintain all emergency generators fueled and running in the event of an emergency.
3. Be on call and respond to all emergency calls during inclement weather advisories.
4. Keeps equipment available for use by inspecting and testing vehicles; completing preventive maintenance such as, engines tune-ups, oil changes, tire rotation and changes, wheel balancing, replacing filters.
5. Verifies vehicle serviceability by conducting test drives ; adjusting controls and systems.
6. Maintains vehicle records by recording service and repairs.

**GOALS AND OBJECTIVES:**

1. Continue to repair all emergency response vehicles as well as other city vehicles.
2. Enroll in trainings and seminars that will enhance the abilities to repair the vehicles in a more efficient manner.
3. Expand the mechanical shop with the latest and more up to date equipment to better service the vehicles.
4. Upgrade the software used to detect and inspect all vehicles.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Vehicles serviced	700	800	1,000	1,000
2. Trainings	3	5	5	5
3. Emergency Response Units	60	60	60	60

**CITY OF DONNA, TEXAS**

**DEPARTMENT: CITY VEHICLE MAINTENANCE**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5311-4101 SALARIES AND WAGES	29,308	28,228	28,164	28,376
11-5311-4103 OVERTIME WAGES	397	0	395	0
11-5311-4104 HEALTH/DENTAL/LIFE INSURANCE	6,844	6,276	6,855	5,985
11-5311-4105 TMRS CONTRIBUTION	1,999	2,477	1,883	2,432
11-5311-4106 SOCIAL SECURITY & MEDICARE	2,381	2,213	2,250	2,171
11-5311-4107 TX WORKERS' COMPENSATION INS.	772	1,004	850	844
11-5311-4108 STATE UNEMPLOYMENT TAX	176	171	176	125
11-5311-4113 LONGEVITY	0	705	0	0
TOTAL PERSONNEL SERVICES	41,878	41,074	40,573	39,933
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5312-4203 UNIFORMS	1,476	375	1,000	1,700
11-5312-4204 FUEL AND LUBRICANTS	215	200	200	250
11-5312-4205 SMALL TOOLS AND EQUIPMENT	1,529	700	700	1,700
11-5312-4212 OFFICE SUPPLIES	3	50	0	150
11-5312-4213 JANITORIAL SUPPLIES	1,981	100	2,305	1,800
11-5312-4217 OTHER SUPPLIES	0	0	40	0
11-5312-4231 MINOR EQUIPMENT	0	1,000	0	0
11-5312-4290 SUPPLIES-VEHICLE REPAIRS	293	200	234	0
TOTAL SUPPLIES & MATERIALS	5,496	2,625	4,479	5,600
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5314-4402 MAINTENANCE SMALL EQUIPMENT	0	350	0	350
11-5314-4407 VEHICLE MAINTENANCE	977	0	2,172	400
TOTAL EQUIP. RENTAL & REPAIRS	977	350	2,172	750
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5315-4504 TRAVEL AND/OR TRAININGS	95	0	140	0
11-5315-4550 EMPLOYMENT TESTS & EXAMS	22	25	35	25
TOTAL OTHER SERVICE & CHARGES	117	25	175	25
<b>TOTAL CITY VEHICLE MAINTENANCE</b>	<b>48,468</b>	<b>44,074</b>	<b>47,399</b>	<b>46,308</b>

CITY OF DONNA, TEXAS				
DEPARTMENT: SANITATION SERVICES			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
CONTRACT WITH REPUBLIC SERVICES	0	0	0	0
	0	0	0	0
DEPARTMENT TOTAL	0	0	0	0
<p><b><u>DUTIES AND RESPONSIBILITIES:</u></b></p> <p>The Republic Services Company :</p> <ol style="list-style-type: none"> <li>1. Picks up residential garbage once a week 365 day a year</li> <li>2. Picks up commercial carts once or twice a week</li> <li>3. Replace damaged garbage cans upon request by customer</li> </ol>				
<p><b><u>GOALS AND OBJECTIVES:</u></b></p> <ol style="list-style-type: none"> <li>1. To service residential accounts on a timely basis</li> </ol>				
Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. Total Commercial Accounts billed per month	267	418	200	250
2. Total residential accounts billed per month	4,435	5,369	5,250	5,500

# CITY OF DONNA, TEXAS

## DEPARTMENT: SANITATION SERVICES

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5345-4545    NAWS GARBAGE/BRUSH BILLING	12,164	10,800	13,250	15,600
11-5345-4590    AWS FEES FOR ADDITIONAL CARTS	51,999	45,000	46,845	55,800
11-5345-4596    RESIDENTIAL SERVICES-AWS CONTRACT	771,791	920,768	795,510	1,000,510
TOTAL OTHER SERVICE & CHARGES	835,954	976,568	855,605	1,071,910
<b><u>CAPITAL OUTLAY</u></b>				
11-5346-4625    MACHINES & EQUIPMENT	0	20,000	0	0
11-5346-4650    STRUCTURES (FENCING)	0	0	16,185	0
TOTAL CAPITAL OUTLAY	0	20,000	16,185	0
<b>TOTAL SANITATION</b>	<b>835,954</b>	<b>996,568</b>	<b>871,790</b>	<b>1,071,910</b>



**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: STREETS &amp; ROADWAYS</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	0	0	0	0
Part-time	0	0	0	0
<b>DEPARTMENT TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**DUTIES AND RESPONSIBILITIES:**

1. The Streets Division oversees the daily operations of traffic safety, maintenance and construction crews.
2. Responds to citizen's concerns and requests for services on a daily basis.
3. Performs road maintenance and construction, paving and drainage improvements according the Five-Year Capital Improvement Program, which includes chip seals, overlays, street reconstruction, paving and storm water construction and maintenance.
4. Maintains roadways free from debris, applies herbicide and trims tree branches handing over city ROW in order to improve traffic safety.
5. Maintains storm drainage systems including but not limited to storm drain pumps, lines, inlets, holding ponds, drain and bar ditches.
6. Maintains and repairs all traffic control signs, and pavement markings owned by the City including regulatory signs, street, name signs, traffic control signs, pavement markings and curb painting.
7. Maintaining and repairing all pot holes throughout the City limits on a regular basis.

**GOALS AND OBJECTIVES:**

1. Increase the level of paring and drainage improvements in accordance with the Five-Year Capital Improvement Program.
2. Increase the level of street sweeping services with a section schedule.
3. Participate in Maintenance with TX Dot to gradually assume full responsibility for maintenance along state roads within City Limits to include traffic signals, school beacons, intersections flashing beacons and regulator and street name signs.
4. Identify needs for preventative maintenance practices, determine current structural adequacy of roads and predict their future service life with respect to projected traffic use.
5. Improve work methods by continuing personnel training and development with on the job trainings and seminars.
6. Maintain current level of service in drainage maintenance and construction with existing crew and equipment.
7. Replace all the street name signs within our city limits including recently annexed areas.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Hot Mix (tons)	2,500	3,000	4,500	5,000
2. Caliche (tons)	300	300	1,000	1,000
3. Cold Mix (tons)	500	600	600	600
4. Traffic Paint (gal)	300	300	300	300
5. Traffic Signs	1,250	1,500	1,750	2,000
6. Drain Ditch Maintenance	50	50	40	50

**CITY OF DONNA, TEXAS**

**DEPARTMENT: STREETS & ROADWAYS**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5353-4301 STREET MAINTENANCE	1,198	0	8,500	5,000
11-5353-4307 STREET SIGN MAINTENANCE	35,764	20,000	23,154	25,000
11-5353-4310 MAINTENANCE -FREEWAY LIGHTS	0	5,000	0	5,000
TOTAL PROPERTY & INFRASTRUCTURE	<u>36,962</u>	<u>25,000</u>	<u>31,654</u>	<u>35,000</u>
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5355-4503 PUBLIC INFORMATION NOTICES	0	0	1,500	0
11-5355-4507 ELECTRICITY FOR FREEWAY LIGHTS	15,823	18,000	15,886	16,000
11-5355-4508 ELECTRICITY FOR STREET LIGHTS	158,492	165,000	158,720	156,000
11-5355-4551 STREET LIGHT INSTALLATION	732	5,000	750	5,000
TOTAL OTHER SERVICE & CHARGES	<u>175,046</u>	<u>188,000</u>	<u>176,856</u>	<u>177,000</u>
<b><u>CAPITAL OUTLAY</u></b>				
11-5356-4625 MACHINES & EQUIPMENT	0	0	13,703	0
TOTAL CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>13,703</u>	<u>0</u>
<b>TOTAL STREET &amp; ROADWAYS</b>	<b><u><u>212,008</u></u></b>	<b><u><u>213,000</u></u></b>	<b><u><u>222,213</u></u></b>	<b><u><u>212,000</u></u></b>

**CITY OF DONNA, TEXAS**

DEPARTMENT: COMMUNITY SUPPORT SERVICES		FUND: GENERAL FUND		
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Contracted	0	0	0	0
	0	0	0	0
	0	0	0	0

**DUTIES AND RESPONSIBILITIES:**

1. This department is responsible for cleaning and maintaining all of the City of Donna rental centers in good operating condition.

**GOALS AND OBJECTIVES:**

1. Maintain all city rental center clean and in rental condition.

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**CITY OF DONNA, TEXAS**

**DEPARTMENT: COMMUNITY SUPPORT SERVICES**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5442-4213 JANITORIAL SUPPLIES-ADV	73	500	61	500
11-5442-4231 MINOR EQUIPMENT	0	100	0	100
TOTAL SUPPLIES & MATERIALS	73	600	61	600
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5443-4302 BLDG MAINTENANCE DMC & A.D.V.	72	2,500	17	5,000
11-5443-4303 A/C & HEATING REPAIR FOR A.D.V.	208	1,950	208	4,450
11-5443-4305 AMIGOS DEL VALLE BLDG MAINTENANCE	410	0	1,000	0
11-5443-4309 COMMUNITY CENTER MAINTENANCE	295	2,500	5,000	0
11-5443-4319 D.M.C. A/C MAINTENANCE	2,875	2,000	17,000	0
11-5443-4320 COMMUNITY CTR A/C MAINTENANCE	0	500	0	0
11-5443-4350 A.D.V. & PAV. JANITORIAL SERVICES	1,680	2,000	1,250	2,000
TOTAL PROPERTY & INFRASTRUCTURE	5,541	11,450	24,475	11,450
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5445-4505 UTILITY SERVICES	33,638	35,000	33,961	35,000
11-5445-4528 FIRE PREVENTION SERVICES	5,000	5,000	5,000	5,000
11-5445-4570 AMIGOS DEL VALLE CONTRIBUTIONS	0	750	0	750
TOTAL OTHER SERVICE & CHARGES	38,638	40,750	38,961	40,750
<b>TOTAL COMMUNITY SUPPORT SERVICES</b>	<b>44,252</b>	<b>52,800</b>	<b>63,497</b>	<b>52,800</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: PARKS &amp; RECREATION</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	3	3	2	2
Part-time	20	18	28	28
<b>DEPARTMENT TOTAL</b>	<b>23</b>	<b>21</b>	<b>30</b>	<b>30</b>

**DUTIES AND RESPONSIBILITIES:**

Our parks are here to provide our community an alternative choice and an infinite amount of activities that can be done with the family, friends or just individually. With our newly remodeled parks and plays capes added they are a sure way of keeping our children active physically as well as socially. Staff is responsible for the upkeep and maintenance of the parks like trimming off the grass as well as the trees, brush and bushes in the parks including repairs and maintenance to the restroom facilities provided. The department is constantly looking for ways to improve the quality of our parks that will better serve our community. This department also assists with all special events each year hosted by the City, the community and both profit and non-profit organizations which include parades, festivals, holiday programs, special gatherings, and dedications. In addition, the Division provides short range planning for parks, landscapes, and other outdoor facilities, including irrigation system design, landscape and park design, park and facility construction management. The Department works with local residents and city officials to ensure that city parks are of the highest standards.

**GOALS AND OBJECTIVES:**

1. To continue to provide a family oriented environment for our community.
2. Continue to expand and improve our parks.
3. Provide our citizens a place to gather and enjoy nature and it's beauty.
4. Improve the quality of our parks by adding more sports oriented equipment.
5. Install a walking trail to all of our parks.
6. Start a community garden and have the schools as well as the community participate.
7. Parks improvements to occur frequently along with the development of new parks and facilities.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Parks Maintained	5	5	6	6
2. Baseball Parks Maintained	3	3	3	3

# CITY OF DONNA, TEXAS

## DEPARTMENT: PARKS & RECREATION

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b>PERSONNEL SERVICES</b>				
11-5501-4101 SALARIES AND WAGES	70,804	65,000	90,000	44,167
11-5501-4102 PART-TIME WAGES	82,780	55,000	45,000	97,000
11-5501-4103 OVERTIME WAGES	14,841	0	15,859	10,000
11-5501-4104 HEALTH/DENTAL/LIFE INSURANCE	22,175	18,828	22,206	11,967
11-5501-4105 TMRS CONTRIBUTION	4,905	5,901	5,250	12,955
11-5501-4106 SOCIAL SECURITY & MEDICARE	13,110	11,884	14,984	11,564
11-5501-4107 TX WORKERS' COMPENSATION INS.	4,018	4,497	5,750	4,662
11-5501-4108 STATE UNEMPLOYMENT TAX	1,197	2,132	1,197	1,220
11-5501-4113 LONGEVITY	0	3,942	0	0
TOTAL PERSONNEL SERVICES	213,830	167,184	200,246	193,535
<b>SUPPLIES &amp; MATERIALS</b>				
11-5502-4203 UNIFORMS	3,159	1,580	4,750	1,580
11-5502-4204 FUEL AND LUBRICANTS	6,053	6,000	4,500	6,000
11-5502-4205 SMALL TOOLS AND EQUIPMENT	1,020	1,750	1,161	3,750
11-5502-4206 CHEMICALS	410	500	410	500
11-5502-4212 OFFICE SUPPLIES	1,065	1,200	750	1,200
11-5502-4213 JANITORIAL SUPPLIES	1,973	2,000	2,117	2,000
11-5502-4217 OTHER SUPPLIES	343	0	50	0
11-5502-4220 REFRESHMENT SUPPLIES	1,237	1,000	2,000	1,000
11-5502-4221 SPECIAL EVENTS AND ACTIVITIES	2,116	2,000	500	2,000
11-5502-4230 OFFICE EQUIP / FURNITURE	2,490	2,000	5,000	2,000
11-5502-4231 MINOR EQUIPMENT	2,387	2,000	2,387	0
11-5502-4237 RECREATIONAL EQUIPMENT	3,540	0	3,540	0
TOTAL SUPPLIES & MATERIALS	25,793	20,030	27,165	20,030
<b>PROPERTY &amp; INFRASTRUCTURE</b>				
11-5503-4302 BUILDING MAINTENANCE	8,148	8,500	8,475	8,500
11-5503-4303 A/C &/OR HEATING MAINTENANCE	2,855	1,500	2,855	1,500
11-5503-4311 GROUNDS MAINTENANCE	12,128	8,000	15,500	12,500
11-5503-4312 SIGN MAINTENANCE & REPAIRS	128	500	2,500	500
11-5503-4313 PARKING LOT MAINTENANCE	1,989	0	1,989	0
11-5503-4314 MINOR PROPERTY IMPROVEMENTS	907	1,500	907	0
11-5503-4316 PARK LIGHTS MAINTENANCE	3,010	3,000	4,000	0
11-5503-4318 OTHER MAINTENANCE & REPAIRS	1,395	1,500	4,750	5,000
TOTAL PROPERTY & INFRASTRUCTURE	30,560	24,500	40,976	28,000
<b>EQUIP. MAINTENANCE &amp; REPAIRS</b>				
11-5504-4401 RECREATIONAL EQUIP. REPAIRS & MAINT.	54	100	54	0
11-5504-4402 MAINTENANCE & REPAIR-SMALL EQUIPMENT	1,541	1,500	1,601	3,000
11-5504-4403 EQUIPMENT RENTALS	50	2,000	570	500
11-5504-4405 OFFICE EQUIPMENT/FURNITURE	0	140	0	140
11-5504-4407 VEHICLE MAINTENANCE & REPAIRS	1,152	1,000	1,137	1,000
TOTAL EQUIP. MAINTENANCE & REPAIRS	2,798	4,740	3,362	4,640
<b>OTHER SERVICE &amp; CHARGES</b>				
11-5505-4501 TELEPHONE & CELL PHONE SERVICE	909	600	3,000	4,000
11-5505-4503 PUBLIC INFORMATION NOTICES	127	500	127	500
11-5505-4504 TRAVEL AND/OR TRAINING	1,762	0	1,762	0
11-5505-4505 UTILITY SERVICES	35,307	30,000	50,000	30,000
11-5505-4506 PARKS DEPT SECURITY SERVICES	0	500	0	500
11-5505-4511 MEMBERSHIPS & SUBSCRIPTIONS	0	250	3,458	250
11-5505-4512 INTERNET SERVICE PROVIDER	3,643	1,500	500	0
11-5505-4526 OTHER PROFESSIONAL FEES	650	0	650	0
11-5505-4528 FIRE PREVENTION SERVICES	0	0	118	0
11-5505-4550 EMPLOYMENT TESTS & EXAMS	1,011	200	1,260	200
TOTAL OTHER SERVICE & CHARGES	43,410	33,550	60,875	35,450
<b>CAPITAL OUTLAY</b>				
11-5506-4618 COMMUNICATION EQUIPMENT	11,543	0	11,289	0
11-5506-4650 STRUCTURES	0	750,000	13,900	0
11-5506-4660 RECREATIONAL EQUIPMENT	490	0	0	0
TOTAL CAPITAL OUTLAY	12,033	750,000	25,189	0
<b>TOTAL PARKS AND RECREATION</b>	<b>328,424</b>	<b>1,000,004</b>	<b>357,813</b>	<b>281,655</b>

CITY OF DONNA, TEXAS				
DEPARTMENT: SWIMMING POOL			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	0	0	0	0
Part-time	9	7	17	14
DEPARTMENT TOTAL	9	7	17	14
<p><b><u>DUTIES AND RESPONSIBILITIES:</u></b></p> <p>The pool is located in strategic point in the city. The pool is used for aquatic programming, special events, and are also available to rent for birthday parties, school outings and corporate events. With our Learn-to-Swim Program made accessible participants of all ages can take part in our programs to learn the important skills of water safety.</p> <p><b><u>GOALS AND OBJECTIVES:</u></b></p> <ol style="list-style-type: none"> <li>1. Provide Water Aerobics - Program consists of light warm-up exercises in shallow water, working up to more vigorous aerobic actions</li> <li>2. Provide Adaptive Aquatics - Instructional swimming program for young people with disabilities. Focus is primarily placed on an individual's abilities and not their disabilities.</li> <li>4. Present the public with special events such as: Underwater Egg Hunt, Bark-N-Splash, Aquafest, Dive-In Movie, Doggie Day at the Pool, and Camp Cascade.</li> <li>5. Extend the rental time period to not just the summer months for special events.</li> </ol>				
Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. Learn to Swim Participants	500	600	600	650
2. Pool Rentals	25	30	30	35
2. Public Swimming Participants	6,500	7,000	7,000	7,500

# CITY OF DONNA, TEXAS

## DEPARTMENT: SWIMMING POOL

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5511-4101 SALARIES AND WAGES	0	0	15,000	0
11-5511-4102 PART-TIME WAGES	30,035	30,000	18,000	43,000
11-5511-4103 OVERTIME WAGES	2,820	0	2,820	0
11-5511-4106 SOCIAL SECURITY & MEDICARE	2,513	2,938	2,513	3,290
11-5511-4107 TX WORKERS' COMPENSATION INS.	2,186	1,293	2,185	1,326
11-5511-4108 STATE UNEMPLOYMENT TAX	194	718	650	430
TOTAL PERSONNEL SERVICES	37,748	34,949	41,168	48,046
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5512-4203 UNIFORMS	0	500	2,160	0
11-5512-4205 SMALL TOOLS AND EQUIPMENT	10,222	1,250	1,534	2,160
11-5512-4206 CHEMICALS	6,175	3,000	1,500	3,000
11-5512-4212 OFFICE SUPPLIES	137	300	137	0
11-5512-4213 JANITORIAL SUPPLIES	387	0	387	217
11-5512-4217 OTHER SUPPLIES	63	0	217	0
11-5512-4220 REFRESHMENT SUPPLIES	0	100	0	0
11-5512-4230 OFFICE EQUIP./FURNITURE	0	0	750	750
11-5512-4235 EQUIP &/OR FIXTURES FOR POOL	430	400	10,500	10,000
11-5512-4237 RECREATIONAL & EDUCATIONAL	1,446	1,500	1,446	500
TOTAL SUPPLIES & MATERIALS	18,858	7,050	18,631	16,627
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5513-4302 BUILDING MAINTENANCE	2,084	2,000	2,154	5,000
11-5513-4306 SWIMMING POOL MAINT. & REPAIR	368	2,000	369	0
11-5513-4311 GROUND MAINTENANCE & REPAIRS	0	500	3,000	2,700
11-5513-4312 SIGN MAINTENANCE & REPAIRS	0	0	150	0
11-5513-4313 PARKING LOT MAINTENANCE	0	0	100	0
11-5513-4314 MINOR PROPERTY IMPROVEMENTS	0	0	300	0
11-5513-4316 POOL LIGHTS MAINT & REPAIRS	156	1,000	500	500
11-5513-4318 OTHER MAINTENANCE & REPAIRS	38	300	1,500	0
TOTAL PROPERTY & INFRASTRUCTURE	2,646	5,800	8,073	8,200
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5514-4410 PORTABLE PUMP MAINT. & REPAIRS	52	0	52	0
11-5514-4411 PUMP MAINTENANCE & REPAIRS	1,059	1,500	2,500	2,000
TOTAL EQUIP. RENTAL & REPAIRS	1,111	1,500	2,552	2,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5515-4501 TELEPHONE & CELL PHONE SERVICE	413	500	411	400
11-5515-4504 TRAVEL AND/OR TRAININGS	50	0	500	400
11-5515-4505 UTILITY SERVICES	6,996	8,000	26,000	26,000
11-5515-4528 FIRE PREVENTION SERVICES	0	300	55	100
11-5515-4550 EMPLOYMENT TESTS & EXAMS	964	455	624	0
11-5515-4590 MISCELLANEOUS SERVICES	600	0	600	550
TOTAL OTHER SERVICE & CHARGES	9,025	9,255	28,190	27,450
<b>TOTAL SWIMMING POOL</b>	<b>69,388</b>	<b>58,554</b>	<b>98,614</b>	<b>102,323</b>



**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: CODE ENFORCEMENT &amp; HEALTH INSPECTIONS</b>			<b>FUND: GENERAL FUND</b>	
<b>Personnel:</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	2	2	2	2
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**DUTIES AND RESPONSIBILITIES:**

The Inspections Division is responsible for all Permits and Inspections for commercial and residential types. The activities supervised include:

1. To protect our citizens health, safety and general welfare through efficient City's Inspectors and Code Enforcement
2. Inspector reviews all business application and coordinates approval from other departments
3. Responds to citizens concerns and request for services related to the abatement of weedy lots, dilapidated structures junked vehicles and other nuisances.
4. Conducts facility inspections of existing buildings for new businesses in the community
5. Responds to citizens concerns and request for services related to businesses not being kept to code.

**GOALS AND OBJECTIVES:**

1. Promotes private development, while ensuring compliance with City Codes & ordinance
2. Continue protecting our citizen's health, safety and general welfare through efficient City Code enforcement
3. Increase public awareness and use of the computerized permit program available now at Code Enforcement
4. Emphasize staff development and continued education for better staff utilization and improved performance
6. Provide Training and continuing education classes for Inspectors and Code Enforcement
7. Improve customer information system through the provision of updated written materials and permit application requirements.
8. Provide training and continuing education classes for Inspectors and Code Enforcement
9. To establish a health division to inspect restaurants, and other facilities serving food.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Citizens contacts	400	450	570	600
2. Business Permits	659	650	700	750
3. Active Businesses (including flea market vendors)	400	300	550	600
4. Health Inspections	500	600	700	700
5. Weedy Lot	498	550	575	600
6. Release of Liens	127	55	200	200
7. Care of Premise Letters	60	80	90	100
8. Invoices	366	480	400	400

# CITY OF DONNA, TEXAS

## DEPARTMENT: CODE ENFORCEMENT & HEALTH INSPECTIONS

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5531-4101 SALARIES AND WAGES	59,673	57,590	57,439	59,417
11-5531-4103 OVERTIME WAGES	322	0	322	0
11-5531-4104 HEALTH/DENTAL/LIFE INSURANCE	12,653	12,552	12,676	11,969
11-5531-4105 TMRS CONTRIBUTION	3,978	5,385	4,500	5,092
11-5531-4106 SOCIAL SECURITY & MEDICARE	4,704	4,813	4,449	4,545
11-5531-4107 TX WORKERS' COMPENSATION INS.	235	386	400	313
11-5531-4108 STATE UNEMPLOYMENT TAX	342	342	342	250
11-5531-4113 LONGEVITY	0	5,323	0	0
TOTAL PERSONNEL SERVICES	81,905	86,391	80,128	81,586
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5532-4201 POSTAGE & DELIVERY SERVICE	527	240	527	240
11-5532-4203 UNIFORMS	112	290	112	300
11-5532-4204 FUEL AND LUBRICANTS	1,772	2,000	1,793	2,000
11-5532-4205 SMALL TOOLS AND EQUIPMENT	0	100	0	100
11-5532-4212 OFFICE SUPPLIES	603	990	623	1,350
TOTAL SUPPLIES & MATERIALS	3,014	3,620	3,055	3,990
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5534-4405 OFFICE EQUIP./FURNITURE MAINT.	0	0	0	4,500
11-5534-4407 VEHICLE MAINTENANCE	31	1,600	3,515	100
11-5534-4420 SOFTWARE MAINTENANCE	4,212	4,500	5,000	0
TOTAL EQUIP. RENTAL & REPAIRS	4,243	6,100	8,515	4,600
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5535-4501 TELEPHONE & CELL PHONE SERVICE	1,354	1,440	1,357	1,450
11-5535-4504 TRAVEL AND/OR TRAININGS	2,493	3,500	2,482	3,500
11-5535-4511 MEMBERSHIPS & SUBSCRIPTIONS	0	240	0	300
11-5535-4550 EMPLOYMENT TESTS & EXAMS	22	0	22	0
11-5535-4561 WEEDY LOT LIEN FEES	708	1,500	948	0
11-5535-4563 RELEASE LOT LIEN FEES	628	1,000	612	0
11-5535-4596 ALLIED WASTE/DEMOLITION WASTE	0	1,500	0	0
TOTAL OTHER SERVICE & CHARGES	5,204	9,180	5,421	5,250
<b>TOTAL CODE ENFORCEMENT &amp; HEALTH INSPECTIONS</b>	<b>94,366</b>	<b>105,291</b>	<b>97,119</b>	<b>95,426</b>

CITY OF DONNA, TEXAS				
DEPARTMENT: ANIMAL CONTROL			FUND: GENERAL FUND	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	1	1	1	1
Part-time	-	-	-	-
DEPARTMENT TOTAL	1	1	1	1
<p><b><u>DUTIES AND RESPONSIBILITIES:</u></b></p> <ol style="list-style-type: none"> <li>1. Provide the citizens service</li> <li>2. Arrange and follow through with the Rabies Clinic twice a year.</li> <li>3. Spray for mosquitos.</li> <li>4. Respond to all animal bite emergency calls from police department.</li> </ol> <p><b><u>GOALS AND OBJECTIVES:</u></b></p> <ol style="list-style-type: none"> <li>1. Continue to work with all citizens to provide the best service possible.</li> <li>2. Arrange and host the Rabies clinic on a regular basis.</li> </ol>				
Performance Indicators	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
1. Animals Captured	450	500	500	500
2. Trainings	5	5	5	5
3. Animal Control Officers	2	2	2	2

**CITY OF DONNA, TEXAS**

**DEPARTMENT: ANIMAL CONTROL**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>PERSONNEL SERVICES</u></b>				
11-5541-4101 SALARIES AND WAGES	24,326	20,500	23,338	25,085
11-5541-4103 OVERTIME WAGES	3,573	0	3,523	5,000
11-5541-4104 HEALTH/DENTAL/LIFE INSURANCE	6,833	6,276	6,843	5,984
11-5541-4105 TMRS CONTRIBUTION	1,857	2,018	2,250	2,578
11-5541-4106 SOCIAL SECURITY & MEDICARE	2,195	1,803	2,080	2,302
11-5541-4107 TX WORKERS' COMPENSATION INS.	740	824	741	937
11-5541-4108 STATE UNEMPLOYMENT TAX	171	171	171	125
11-5541-4113 LONGEVITY	0	3,070	0	0
11-5541-4115 CERTIFICATION PAY	0	0	38	0
TOTAL PERSONNEL SERVICES	39,696	34,662	38,984	42,011
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5542-4203 UNIFORMS	1,314	575	1,316	1,100
11-5542-4204 FUEL AND LUBRICANTS	450	150	1,500	600
11-5542-4212 OFFICE SUPPLIES	78	300	104	1,150
11-5542-4213 JANITORIAL SUPPLIES	160	125	160	125
11-5542-4214 PREPRINTED FORMS SUPPLIES	0	0	200	0
11-5542-4217 OTHER SUPPLIES	0	0	200	1,500
11-5542-4220 REFRESHMENT SUPPLIES	115	100	0	150
11-5542-4231 MINOR EQUIPMENT	13	200	200	200
11-5542-4280 ANIMAL CONTROL SUPPLIES	1,654	1,500	1,626	0
TOTAL SUPPLIES & MATERIALS	3,784	2,950	5,306	4,825
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5544-4402 MAINT & REPAIR-SMALL EQUIPMENT	0	500	0	500
11-5544-4407 VEHICLE MAINTENANCE & REPAIRS	1,579	2,000	2,742	2,000
11-5544-4480 ANIMAL CONTROL MAINTENANCE	0	600	0	600
TOTAL EQUIP. RENTAL & REPAIRS	1,579	3,100	2,742	3,100
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5545-4501 TELEPHONE & CELL PHONE SERVICE	292	400	500	400
11-5545-4504 TRAVEL AND/OR TRAININGS	240	400	1,750	1,000
11-5545-4511 MEMBERSHIPS & SUBSCRIPTIONS	566	60	566	60
11-5545-4550 EMPLOYMENT TESTS & EXAMS	22	50	22	50
11-5545-4594 ANIMAL DISPOSITION CONTRACTS	53,760	46,000	56,140	46,000
TOTAL OTHER SERVICE & CHARGES	54,880	46,910	58,978	47,510
<b>TOTAL ANIMAL CONTROL</b>	<b>99,939</b>	<b>87,622</b>	<b>106,010</b>	<b>97,446</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: CEMETERY</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	2	2	1	2
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>

**DUTIES AND RESPONSIBILITIES:**

1. Clean and prepare areas for burials.
2. Assist and provide with funeral/burial services when it pertains to the burial site.
3. Maintain the cemetery's presentable manner.
4. Cut the grass and trim the trees, pick up and empty the trash cans on a daily basis.

**GOALS AND OBJECTIVES:**

1. Have a much more uniformed look in the cemetery.
2. Plant more greenery(trees and bushes).
3. Build a restroom facility for our visitors.
4. Replace and upgrade the water lines at the cemetery.
5. Install water fountains and water connections for our visitors to use.
6. Redo the signs with the Rules and Regulations

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Number of Burials	62	45	75	75

# CITY OF DONNA, TEXAS

## DEPARTMENT: CEMETERY

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5591-4101 SALARIES AND WAGES	35,830	41,000	29,000	22,126
11-5591-4103 OVERTIME WAGES	213	0	209	500
11-5591-4104 HEALTH/DENTAL/LIFE INSURANCE	13,131	12,552	13,153	5,980
11-5591-4105 TMRS CONTRIBUTION	2,432	3,660	2,362	1,939
11-5591-4106 SOCIAL SECURITY & MEDICARE	2,884	3,271	2,804	1,731
11-5591-4107 TX WORKERS' COMPENSATION INS.	5,302	4,012	5,303	1,886
11-5591-4108 STATE UNEMPLOYMENT TAX	351	342	350	125
11-5591-4113 LONGEVITY	0	1,761	0	0
TOTAL PERSONNEL SERVICES	60,142	66,598	53,181	34,287
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5592-4201 POSTAGE & DELIVERY SERVICE	0	100	0	100
11-5592-4202 MAPS	0	100	0	0
11-5592-4203 UNIFORMS	2,237	675	2,191	2,400
11-5592-4204 FUEL AND LUBRICANTS	1,724	1,500	1,894	1,500
11-5592-4205 SMALL TOOLS AND EQUIPMENT	330	500	803	750
11-5592-4206 CHEMICALS	55	200	250	200
11-5592-4212 OFFICE SUPPLIES	0	150	108	250
11-5592-4213 JANITORIAL SUPPLIES	136	100	136	100
11-5592-4217 OTHER SUPPLIES	31	0	31	0
11-5592-4220 REFRESHMENT SUPPLIES	119	200	200	200
11-5592-4231 MINOR EQUIPMENT	108	750	0	0
TOTAL SUPPLIES & MATERIALS	4,740	4,275	5,613	5,500
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5593-4302 BUILDING MAINTENANCE	0	500	0	500
11-5593-4311 GROUNDS MAINTENANCE & REPAIRS	635	1,500	635	1,500
TOTAL PROPERTY & INFRASTRUCTURE	635	2,000	635	2,000
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5594-4402 MAINT. & REPAIR - SMALL EQUIPMENT	370	1,000	433	1,000
11-5594-4407 VEHICLE MAINTENANCE & REPAIRS	828	1,000	1,326	1,000
TOTAL EQUIP. RENTAL & REPAIRS	1,198	2,000	1,759	2,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5595-4501 TELEPHONE & CELL PHONE SERVICE	0	200	0	200
11-5595-4504 TRAVEL AND/OR TRAININGS	0	500	0	500
11-5595-4505 UTILITY SERVICES	18,184	12,500	16,095	12,500
11-5595-4511 MEMBERSHIPS & SUBSCRIPTIONS	0	250	0	250
11-5595-4526 OTHER PROFESSIONAL FEES	0	250	0	250
11-5595-4528 FIRE PREVENTION SERVICES	0	100	0	100
11-5595-4550 EMPLOYMENT TESTS & EXAMS	44	50	44	50
TOTAL OTHER SERVICE & CHARGES	18,227	13,850	16,139	13,850
<b>TOTAL CEMETERY</b>	<b>84,942</b>	<b>88,723</b>	<b>77,327</b>	<b>57,637</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: LIBRARY</b>			<b>FUND: GENERAL FUND</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	4	4	4	4
Part-time	3	3	3	3
<b>DEPARTMENT TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

**DUTIES AND RESPONSIBILITIES:**

The Donna Public Library continues to serve a diverse community of 24,500 people; The Library strives to provide quality programming that entertains, teaches and empowers our community.

1. Provides citywide services that entertain, teach, and empower the community.
2. Currently serves a diverse community of 24,500 people according to Texas State Library.
3. To freely make the history of what is known available for public use at a convenient place and time.
4. Provides 30 pac terminals, 2 DNS servers, 1 web server, and 1 DHCP server. Plus additional direct services to other depts.
5. Provides access via high speed fiber lines for telecommunication, internet access.
6. The facility is 10,860 square feet .
7. Utilizes routers, switches, and wireless devices for connectivity.
8. Provides high speed access to the internet using in house hardware and service via broadband connection.

**GOALS AND OBJECTIVES:**

1. With the dynamic of Internet access changing, and cloud computing becoming more effective and viable, the library intend to reduce the amount of in-house equipment and assign these roles to vendors.
2. Will outsource many services using ISP service providers.
3. Provide user-friendly workstations to the citizens.
4. Provide online reference services, access to databases, and online catalogs.
5. Enhance the appearance of the facility by undergoing repairs and upgrades.
6. Continue to provide programs and activities that will encourage young citizens to become life long readers and library user emphasize a foundation for academic and lifelong successes.
7. The Library will expand its business information services.
8. New services focusing on youth will be implemented and will include a teen area, homework club, and more.
9. The Library expects to serve over 100,000 people during the next year.
10. Expected increase of 10-15% in the use of service provided.
11. 24 hour wireless service will be made available.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Number of users	120,000	126,000	94,732	113,784
2. Cards Issued	2,000	2,507	625	750
3. Circulations	35,000	31,900	10,408	14,489
4. Cash Receipts	322,221	32,737	21,015	25,215
5. ILL Borrowed	90	110	100	120
6. ILL Loaned	90	195	100	120
7. Programs	500	532	475	570
8. Program Participants	600	5,850	6,600	7,920
9. Digital Resources	6,000	54,816	60,000	66,000
10. Units of service	255,000	257,000	255,000	260,000

# CITY OF DONNA, TEXAS

## DEPARTMENT: LIBRARY

## FUND: 11 GENERAL FUND

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
11-5711-4101 SALARIES AND WAGES	179,662	143,813	174,001	167,488
11-5711-4102 PART-TIME WAGES	33,207	47,689	52,000	53,191
11-5711-4104 HEALTH/DENTAL/LIFE INSURANCE	28,067	43,932	40,000	41,908
11-5711-4105 TMRS CONTRIBUTION	12,242	19,098	16,500	18,915
11-5711-4106 SOCIAL SECURITY & MEDICARE	16,941	17,067	16,173	16,885
11-5711-4107 WORKERS' COMPENSATION INS.	525	1,369	1,500	1,212
11-5711-4108 STATE UNEMPLOYMENT TAX	1,022	1,197	1,022	875
11-5711-4109 EDUCATION PAY	0	2,000	154	0
11-5711-4113 LONGEVITY	0	29,599	0	0
TOTAL PERSONNEL SERVICES	271,666	305,764	301,350	300,474
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
11-5712-4201 POSTAGE & DELIVERY SERVICE	443	400	400	400
11-5712-4203 UNIFORMS	0	0	0	500
11-5712-4205 SMALL TOOLS AND EQUIPMENT	489	500	500	500
11-5712-4212 OFFICE SUPPLIES	4,165	4,969	4,700	3,400
11-5712-4213 JANITORIAL SUPPLIES	1,141	327	500	327
11-5712-4220 REFRESHMENT SUPPLIES	134	400	250	400
11-5712-4221 LIBRARY BOOKS (CASH)	3,786	4,000	4,500	4,000
11-5712-4223 SPECIAL EVENTS AND ACTIVITIES	1,854	1,500	1,500	1,500
11-5712-4224 LIBRARY CD-ROMS & VIDEOS	388	500	0	500
11-5712-4229 SUPPLIES FOR READING PROGRAM	160	500	500	500
11-5712-4230 OFFICE EQUIP. / FURNITURE	3,477	1,500	498	15,700
11-5712-4232 MINOR COMPUTER SOFTWARE	0	1,473	1,500	1,473
TOTAL SUPPLIES & MATERIALS	16,037	16,069	14,848	29,200
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
11-5713-4302 BUILDING MAINTENANCE	5,813	6,000	4,040	6,000
11-5713-4303 A/C &/OR HEATING MAINT.	140	1,000	1,000	1,000
11-5713-4314 MINOR PROPERTY IMPROVEMENT	153	1,000	989	1,000
TOTAL PROPERTY & INFRASTRUCTURE	6,106	8,000	6,029	8,000
<b><u>EQUIP. RENTAL &amp; REPAIRS</u></b>				
11-5714-4406 EQUIPMENT REPAIRS	0	2,000	0	2,000
11-5714-4419 PRINTER MAINT & REPAIRS	480	500	750	1,000
11-5714-4420 SOFTWARE MAINTENANCE	2,200	2,400	2,500	2,400
11-5714-4425 COMPUTER MAINTENANCE & REPAIRS	0	280	500	1,000
TOTAL EQUIP. RENTAL & REPAIRS	2,680	5,180	3,750	6,400
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5715-4501 TELEPHONE & CELL PHONE SERVICE	14,632	6,500	5,250	6,500
11-5715-4504 TRAVEL AND/OR TRAININGS	163	500	1,000	500
11-5715-4505 UTILITY SERVICES	15,809	14,000	16,000	14,000
11-5715-4506 SECURITY SERVICES FOR LIBRARY	2,036	2,400	2,400	2,400
11-5715-4510 TELCO LINES - INTERNET SERVICE	10,207	6,500	5,250	6,500
11-5715-4511 MEMBERSHIP & SUBSCRIPTIONS	6,955	6,931	6,400	7,500
11-5715-4517 LIBRARY BOOK SERVICES	0	720	1,000	1,000
11-5715-4523 COMMUNITY PROMOTIONS	0	250	0	250
11-5715-4526 OTHER PROFESSIONAL FEES	0	500	328	500
11-5715-4528 FIRE PREVENTION SERVICES	0	400	0	400
11-5715-4550 EMPLOYMENT TESTS & EXAMS	172	150	0	150
11-5715-4592 CAFE RELATED	3,984	4,000	4,000	4,000
11-5725-4510 COUNTY SUPPORTED LIBRARY SVCS.	6,052	15,000	12,950	13,000
TOTAL OTHER SERVICE & CHARGES	60,010	57,851	54,578	56,700
<b><u>CAPITAL OUTLAY</u></b>				
11-5716-4617 COMPUTERS & ACCESSORIES	2,726	0	0	0
11-5716-4650 BUILDING & STRUCTURES	7,450	0	0	0
TOTAL CAPITAL OUTLAY	10,176	0	0	0
<b>TOTAL LIBRARY</b>	<b>366,675</b>	<b>392,864</b>	<b>380,555</b>	<b>400,774</b>



**CITY OF DONNA, TEXAS**

**DEPARTMENT: DEBT SERVICE & NON DEPARTMENTAL**

**FUND: 11 GENERAL FUND**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>DEBT SERVICE P. &amp; I.</u></b>				
11-5898-6303 PRIN. SUNTRUST EQUIP LEASE#09055	74,755	0	0	0
11-5898-6308 PRIN. CAPITAL ONE LED LIGHT PROJECT	84,117	86,961	84,117	89,478
11-5898-6803 INT. SUNTRUST EQUIP. LEASE	954	0	0	0
11-5898-6808 INT. CAPITAL ONE LED LIGHT PROJECT	<u>25,353</u>	<u>22,509</u>	<u>25,353</u>	<u>19,492</u>
TOTAL DEBT SERVICE P. & I.	185,180	109,470	109,470	108,970
<b><u>TRANSFERS OUT</u></b>				
11-5919-7148 TRANSFER TO FINANCIAL FUND	<u>593,698</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFERS OUT	593,698	0	0	0
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
11-5995-4502 GENERAL LIABILITY INS. & BONDS	125,946	125,000	125,948	128,133
11-5995-4516 LEGAL SERVICES	132,346	85,000	275,000	234,108
11-5995-4522 AUDIT SERVICES	35,070	36,000	35,070	29,835
11-5995-4524 ARCHITECT & ENGINEERING	0	330,289	35,000	200,236
11-5995-4526 OTHER PROFESSIONAL FEES	149,344	73,000	137,696	137,000
11-5995-4546 ELECTIONS	10,394	0	0	20,000
11-5995-4595 BANK SERVICE CHARGES	<u>5,531</u>	<u>6,000</u>	<u>5,454</u>	<u>6,000</u>
TOTAL OTHER SERVICE & CHARGES	458,631	655,289	614,168	755,312
<b>TOTAL DEBT SERVICE &amp; NON-DEPARTMENTAL</b>	<u><u>1,237,509</u></u>	<u><u>764,759</u></u>	<u><u>723,638</u></u>	<u><u>864,282</u></u>

## **SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for resources that are legally restricted to expend for a specific purposes. A special revenue fund continues in existence as long as governmental resources are allocated to its specific purpose.

Included in the Special Revenue Funds are:

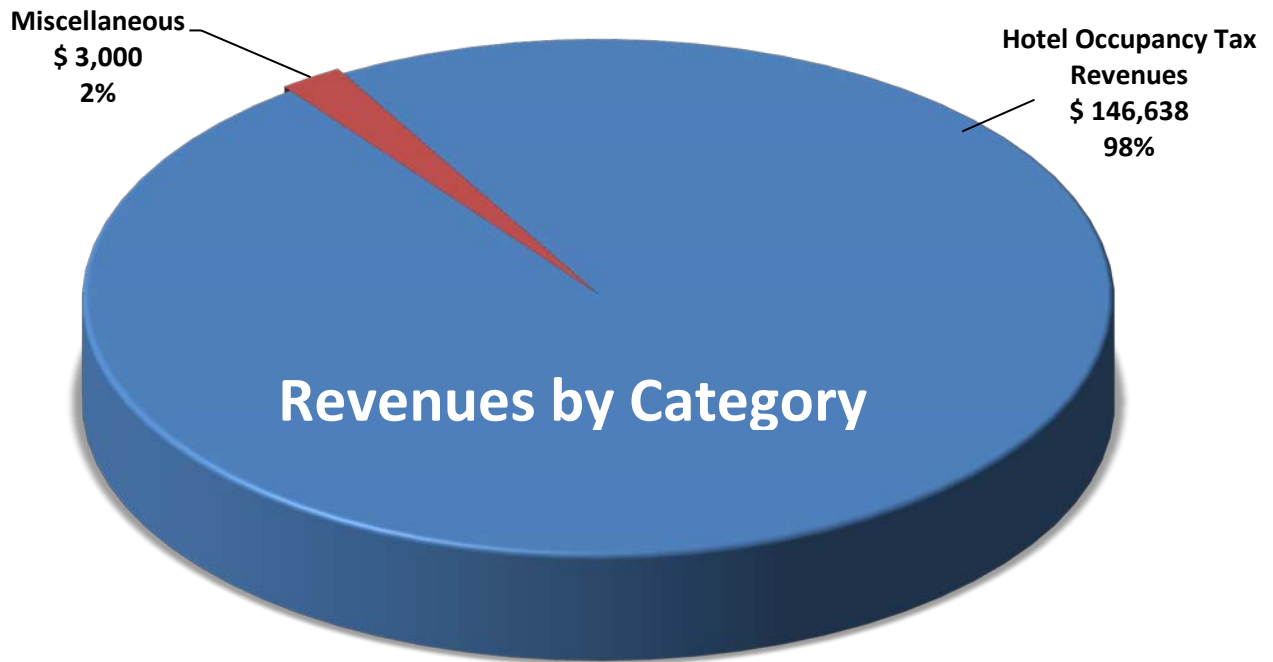
- Hotel Occupancy Tax Fund
- Fire Equipment Service Fee Fund
- Texas Confiscated Money Forfeitures

## **HOTEL/MOTEL OCCUPANCY TAX FUND**

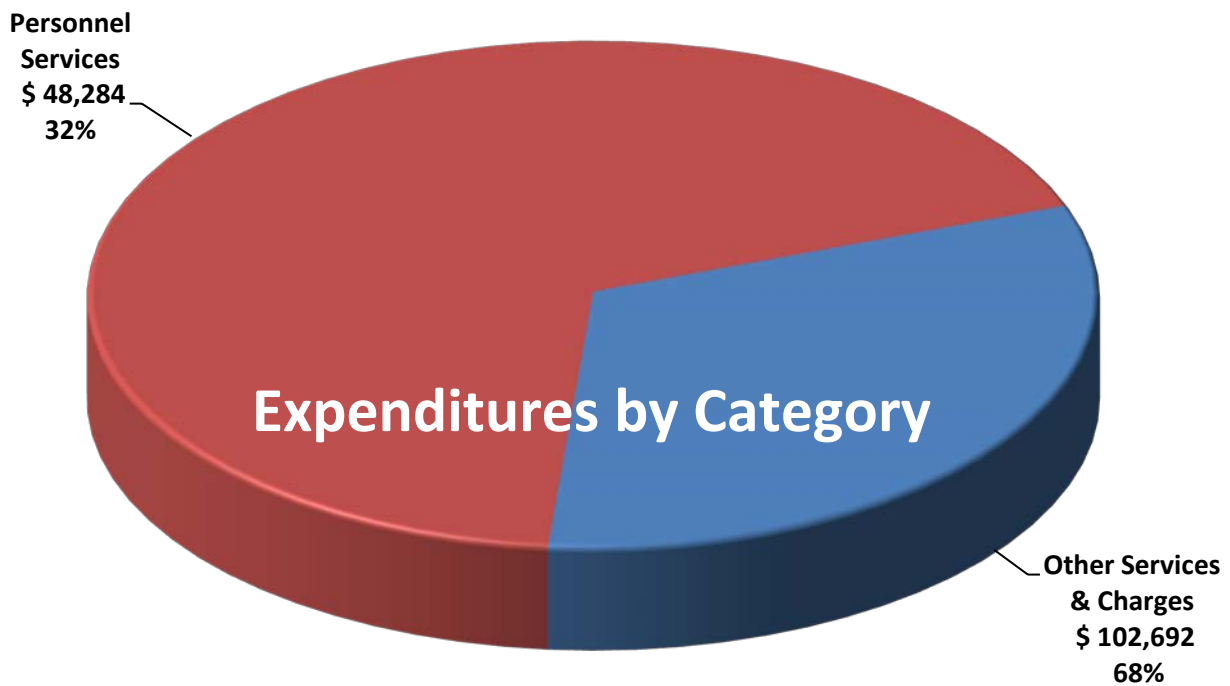
The **Hotel/Motel Occupancy Tax Fund** was established to account for the revenues generated from the hotel/motel tax. These funds will be expended to promote tourism, advertising and on various organizations that promote tourism. The modified accrual basis of accounting is used by the Hotel/Motel Occupancy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

# HOTEL OCCUPANCY TAX FUND

## FISCAL YEAR 2017-2018



**Total Revenues \$ 151,638**



**Total Expenditures \$ 150,976**

# CITY OF DONNA, TEXAS

## DEPARTMENT: SUMMARY BY CATEGORY

## FUND: 21 HOTEL OCCUPANCY TAX

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>REVENUES</u></b>					
21-4011	HOTEL OCCUPANCY TAX REVENUES	139,300	145,016	141,561	148,638
21-4040	CHARGES FOR CURRENT SERVICES	54,273	0	0	0
21-4041	RENTALS	720	500	0	0
21-4060	MISCELLANEOUS	1,684	600	3,384	3,000
TOTAL REVENUES		195,978	146,116	144,945	151,638
<b><u>EXPENDITURES</u></b>					
21-5101	PERSONNEL SERVICES	56,570	59,448	28,369	48,284
21-5505	OTHER SERVICES & CHARGES	150,472	86,668	104,156	102,692
21-5506	CAPITAL OUTLAY	325,479	0	0	0
TOTAL EXPENDITURES		532,522	146,116	132,525	150,976
REVENUE OVER/(UNDER) EXPENDITURES		<u>(336,543)</u>	<u>0</u>	<u>12,420</u>	<u>662</u>

**CITY OF DONNA, TEXAS**

**DEPARTMENT: REVENUES**

**FUND: 21 HOTEL OCCUPANCY TAX**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>OTHER TAXES</u></b>				
21-4011-3205 VICTORIA PALMS INN & SUITE	36,504	42,700	33,792	35,481
21-4011-3207 HOTEL TAX SUPER 8 MOTEL	34,179	35,816	29,562	31,040
21-4011-3211 HOTEL TAX DOLPHIN MOTEL	14,030	12,000	15,418	16,189
21-4011-3213 COMFORT INN & SUITES	54,587	54,500	62,789	65,928
TOTAL OTHER TAXES	139,300	145,016	141,561	148,638
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
21-4040-3820 CHISHOLM EVENT BOOTH FEES	9,625	0	0	0
21-4040-3823 VIP TABLE SPONSOR FOR CHISHOLM	6,400	0	0	0
21-4040-3825 CHISHOLM TRAIL CONCERT CHAIRS	4,685	0	0	0
21-4040-3826 CHISHOLM TRAIL PAGEANT FEES	1,923	0	0	0
21-4040-3843 COMMISSION ALCOHOLIC SALES	1,654	0	0	0
21-4040-3845 GALA EVENT	5,035	0	0	0
21-4040-3847 SPONSORS CHISHOLM TRAIL EVENT	24,951	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	54,273	0	0	0
<b><u>RENTALS</u></b>				
21-4041-3753 DIGITAL SIGN ADVERTISING PROCEEDS	720	500	0	0
TOTAL RENTALS	720	500	0	0
<b><u>MISCELLANEOUS</u></b>				
21-4060-3640 INVESTMENT INCOME - LOGIC	1,685	600	3,384	3,000
TOTAL MISCELLANEOUS	1,685	600	3,384	3,000
<b>TOTAL REVENUES</b>	<b>195,978</b>	<b>146,116</b>	<b>144,945</b>	<b>151,638</b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: VISITORS INFORMATION CENTER

## FUND: 21 HOTEL OCCUPANCY TAX

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
21-5101-4101 SALARIES AND WAGES	23,331	29,333	22,280	36,167
21-5101-4104 HEALTH/DENTAL/LIFE INSURANCE	2,330	4,184	1,867	3,993
21-5101-4105 TMRS RETIREMENT CONTRIBUTION	1,691	2,630	1,871	4,125
21-5101-4106 SOCIAL SECURITY & MEDICARE	1,969	2,350	1,749	3,682
21-5101-4107 TX WORKERS COMP INSURANCE	125	115	92	157
21-5101-4108 STATE UNEMPLOYMENT TAX	0	114	0	160
21-5101-4113 LONGEVITY	0	860	0	0
21-5101-4115 EDUCATION PAY	0	333	0	0
21-5101-4150 AUTOMOBILE ALLOWANCE	1,870	0	510	0
21-5105-4518 RENTS AND CONTRACTUALS	3,255	19,529	0	0
21-5105-4520 TOURIST INFO CENTER CONTRACTS	22,000	0	0	0
TOTAL PERSONNEL SERVICES	56,570	59,448	28,369	48,284
<b><u>OTHER SERVICES &amp; CHARGES</u></b>				
21-5125-4518 ADVERTISING - ATTRACT VISITORS	2,913	38,508	0	0
21-5125-4530 TOURISM DEVELOPMENT PROM.	36,456	15,000	41,417	45,000
21-5125-4532 CHISHOLM TRAIL FESTIVAL	2,084	25,000	45,000	44,392
21-5165-4523 AMERICAN LEGION POST #107	6,300	6,500	6,300	6,300
21-5185-4001 MUSIC & ENTERTAINMENT	64,908	0	0	0
21-5185-4003 GALA	4,127	0	0	0
21-5185-4005 PAGEANT	7,878	0	0	0
21-5185-4007 ADVERTISEMENT	6,317	0	0	0
21-5185-4009 CHISHOLM TRAIL LUNCH MEETINGS	1,432	0	0	0
21-5185-4011 COMMISSION ALCOHOL & CARNIVALS	312	0	0	0
21-5185-4012 WESTERN ENTRANCE	2,557	0	0	0
21-5185-4013 RENTALS	2,962	0	0	0
21-5185-4014 TEMPORARY FENCE	1,560	0	4,455	0
21-5185-4015 ILLUMINATIONS	588	0	0	0
21-5185-4016 COOK OFF PRIZES	4,338	0	0	0
21-5095-4595 BANK SERVICE & SUPPLY CHARGES	114	100	0	0
21-5505-4506 CAMERA & SIGN MAINTENANCE & REP.	5,628	1,560	6,984	7,000
TOTAL OTHER SERVICE & CHARGES	150,473	86,668	104,156	102,692
<b><u>CAPITAL OUTLAY</u></b>				
21-5506-4650 MONUMENT SIGN	325,479	0	0	0
TOTAL CAPITAL OUTLAY	325,479	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>532,522</b>	<b>146,116</b>	<b>132,525</b>	<b>150,976</b>

## **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**

		<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
	<b><u>REVENUES</u></b>				
4040	CHARGES FOR CURRENT SRVS	72,254	72,876	72,896	75,254
4050	FINES & FORFEITURES	(1,444)	0	(5)	0
4060	MISCELLANEOUS	659	400	1,195	1,043
	TOTAL REVENUES	71,468	73,276	74,086	76,297
	<b><u>EXPENDITURES</u></b>				
5216	CAPITAL OUTLAY	31,751	3,276	0	6,297
5919	TRANSFERS OUT	70,000	70,000	70,000	70,000
	TOTAL EXPENDITURES	101,751	73,276	70,000	76,297
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>		<b><u>(30,283)</u></b>	<b><u>0</u></b>	<b><u>4,086</u></b>	<b><u>0</u></b>

**CITY OF DONNA, TEXAS**

**DEPARTMENT: REVENUES**

**FUND: 22 FIRE EQUIPMENT SERVICES**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
22-4040-3695 FIRE EQUIPMENT	72,254	72,876	72,896	75,254
TOTAL CHARGES FOR CURRENT SERVICES	72,254	72,876	72,896	75,254
<b><u>FINES &amp; FORFEITURES</u></b>				
22-4050-3690 FIRE FEES-BAD DEBT PROVISION	(1,444)	0	0	0
22-4050-3695 FEE SETTLEMENTS - CITY MANAGER	0	0	(5)	0
TOTAL FINES & FORFEITURES	(1,444)	0	(5)	0
<b><u>MISCELLANEOUS</u></b>				
22-4060-3640 INVESTMENT INCOME-LOGIC	659	400	1,195	1,043
TOTAL MISCELLANEOUS	659	400	1,195	1,043
<b>TOTAL REVENUES</b>	<b>71,468</b>	<b>73,276</b>	<b>74,086</b>	<b>76,297</b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: EXPENDITURES

## FUND: 22 FIRE EQUIPMENT SERVICES

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>VOLUNTEER FIRE DEPARTMENT</u></b>				
22-5216-4618 COMMUNICATION EQUIPMENT	31,751	3,276	0	6,297
TOTAL VOLUNTEER FIRE DEPARTMENT	31,751	3,276	0	6,297
<b><u>TRANSFERS OUT</u></b>				
22-5919-7141 TRANSFER TO DEBT SERVICE	70,000	70,000	70,000	70,000
TOTAL TRANSFERS OUT	70,000	70,000	70,000	70,000
<b>TOTAL DEBT SERVICE</b>	<b>101,751</b>	<b>73,276</b>	<b>70,000</b>	<b>76,297</b>

## **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**

		<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
	<b><u>REVENUES</u></b>				
4050	FINES & FORFEITURES	7,337	10,000	2,793	3,000
4060	MISCELLANEOUS	6,750	0	0	0
	TOTAL REVENUES	14,087	10,000	2,793	3,000
	<b><u>EXPENDITURES</u></b>				
5202	SUPPLIES & MATERIALS	0	10,000	0	20,000
	TOTAL EXPENDITURES	0	10,000	0	20,000
	<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	14,087	-	2,793	(17,000)

# CITY OF DONNA, TEXAS

**DEPARTMENT: REVENUES**

**FUND:23 TEXAS CONFISCATED FORFEITURE**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>FINES &amp; FORFEITURES</u></b>				
23-4050-3620 POLICE CONFISCATED FORFEITURES	7,337	10,000	2,793	3,000
TOTAL FINES & FORFEITURES	7,337	10,000	2,793	3,000
<b><u>MISCELLANEOUS</u></b>				
23-4060-3625 SALE OF CITY ASSETS	6,750	0	0	0
TOTAL MISCELLANEOUS	6,750	0	0	0
<b>TOTAL REVENUES</b>	<b>14,087</b>	<b>10,000</b>	<b>2,793</b>	<b>3,000</b>

# CITY OF DONNA, TEXAS

**DEPARTMENT:EXPENDITURES**

**FUND:23 TEXAS CONFISCATED FORFEITURE**

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
23-5202-4292    SWAT TACTICAL EQUIPMENT	0	10,000	0	20,000
TOTAL SUPPLIES & MATERIALS	0	10,000	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>20,000</b>

## **CAPITAL PROJECTS FUND**

The Capital Projects Fund is used to account for all financial resources used for the acquisition and/or construction of major facilities and/or assets. The modified accrual basis of accounting is used by these funds in accordance with generally accepted accounting principles (GAAP). Included in this fund are:

- 2015 Certificates of Obligation
- 2016 Certificates of Obligation
- 2017 Certificates of Obligation



**CITY OF DONNA, TEXAS****RESOURCES AND APPROPRIATIONS****FUND: 69 2015 CO'S CONST. FUND****TEXAS COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION SERIES 2015**

		<b><u>BUDGET 2017-2018</u></b>
<b><u>RESOURCES</u></b>		
69-4095-8075	SERIES 2015 C O'S	<u>171,846</u>
<b>TOTAL RESOURCES</b>		<u><u>171,846</u></u>
<b><u>APPROPRIATIONS</u></b>		
69-5106-0001	ENGINEERING INSPECTION FEES	23,828
69-5356-4694	STREETS, ALLEYS, SIDEWALKS	37,726
69-5716-4650	BUILDING & STRUCTURES	<u>110,292</u>
<b>TOTAL APPROPRIATIONS</b>		<u><u>171,846</u></u>

**CITY OF DONNA, TEXAS****RESOURCES AND APPROPRIATIONS****FUND: 55 2016 CO'S CONSTRUCTION FUND****TEXAS COMBINATION AND REVENUE CERTIFICATES OF OBLIGATION SERIES 2016****BUDGET  
2017-2018****RESOURCES**

55-4095-8075	SERIES 2016 C O'S	<u>4,126,240</u>
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**TOTAL RESOURCES**

<u>4,126,240</u>
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**APPROPRIATIONS**

55-5356-4020	STREETS, DRAINAGE & SIDEWALK	90,643
55-5606-4000	WATER & SEWER CAPITAL IMP.	3,338,093
55-5606-4001	ENGINEERING WATER PROJECT	241,593
55-5606-4003	WATERLINE IMP LOT 1	50,307
55-5686-4000	CAPITAL IMPROVEMENTS	300,403
55-5686-4001	ENGINEERING BRIDGE	<u>105,203</u>

**TOTAL APPROPRIATIONS**

<u>4,126,240</u>
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**CITY OF DONNA, TEXAS****RESOURCES & APPROPRIATIONS****FUND: 56 2017 CO'S CONSTRUCTION****CERTIFICATES OF OBLIGATION SERIES 2017****BUDGET  
2017-2018****RESOURCES**

56-4095-8075 SERIES 2017 CO'S

8,385,150**TOTAL RESOURCES**8,385,150**APPROPRIATIONS**

56-5356-4617 MOTOR VEHICLE

81,891

56-5356-4694 STREETS &amp; ALLEYS

1,148,957

56-5506-4650 BUILDING &amp; STRUCTURES

74,898

56-5606-4000 WATER &amp; SEWER PROJECTS

5,418,134

56-5606-4650 BUILDING &amp; STRUCTURES

1,656,670**TOTAL APPROPRIATIONS**8,380,549

## **DEBT SERVICE FUND**

The Debt Service Fund is established by Ordinance authorizing the issuance of general obligation bonds as well as certificates of obligation. The fund provides for payment of bond principal, interest, paying 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. The modified accrual basis of accounting is used by this fund in accordance with generally accepted accounting principles (GAAP).

# CITY OF DONNA, TEXAS

## DEPARTMENT: SUMMARY BY CATEGORY

## FUND: 41 DEBT SERVICE

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
	<b><u>REVENUES</u></b>				
4010	PROPERTY TAXES	1,185,010	963,580	918,210	628,707
4060	MISCELLANEOUS	4,699	812	11,350	11,723
4090	TRANSFERS IN	1,689,579	1,455,000	1,455,000	1,850,000
	TOTAL REVENUES	2,879,287	2,419,392	2,384,560	2,490,430
	<b><u>EXPENDITURES</u></b>				
5895	OTHER SERVICE & CHARGES	415	1,200	415	1,200
5898	DEBT SERVICES P&I	1,527,882	2,354,057	2,354,057	2,500,219
5919	TRANSFERS OUT	0	0	0	0
	TOTAL EXPENDITURES	1,528,298	2,355,257	2,354,472	2,501,419
REVENUES OVER/(UNDER) EXPENDITURES		1,350,989	64,135	30,088	(10,989)

# CITY OF DONNA, TEXAS

## DEPARTMENT: REVENUES

## FUND: 41 DEBT SERVICE

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>AD VALOREM PROPERTY TAX</u></b>					
41-4010-3101	AD VALOREM PROPERTY TAX CURRENT	885,475	671,106	693,716	394,237
41-4010-3102	AD VALOREM PROPERTY TAX DELQ.	189,184	169,827	135,852	135,852
41-4010-3103	PENALTY & INTEREST-DELQ TAXES	108,586	121,271	86,724	96,700
41-4010-3104	MANUAL RENDERING PENALTIES TOTAL	1,765	1,376	1,918	1,918
AD VALOREM PROPERTY TAX		1,185,010	963,580	918,210	628,707
<b><u>MISCELLANEOUS</u></b>					
41-4060-3101	AD VALOREM PROPERTY TAX CURRENT	6	0	0	0
41-4060-3102	AD VALOREM PROPERTY TAX DELQ.	4,693	812	10,439	11,000
41-4060-3103	P & I - DELQ. PROPERTY TAXES	0	0	723	723
41-4060-3104	MANUAL RENDERING PENALTIES	0	0	188	0
TOTAL MISCELLANEOUS		4,698	812	11,350	11,723
<b><u>TRANSFERS IN</u></b>					
41-4090-7022	TRANSFERS IN FIRE FEES	70,000	70,000	70,000	70,000
41-4090-7036	2001 STREET BOND DEBT SERVICES	255,756	0	0	0
41-4090-7045	TRANSFERS IN DEDC 4A	140,000	140,000	140,000	140,000
41-4090-7046	TRANSFERS IN DCD 4B	140,000	140,000	140,000	140,000
41-4090-7061	TRANSFERS IN INT'L BRIDGE	1,083,823	1,105,000	1,105,000	1,500,000
TOTAL TRANSFERS IN		1,689,579	1,455,000	1,455,000	1,850,000
<b>TOTAL REVENUES</b>		<b>2,879,287</b>	<b>2,419,392</b>	<b>2,384,560</b>	<b>2,490,430</b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: DEBT SERVICE

## FUND: 41 DEBT SERVICE

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
41-5895-4599 FISCAL AGENT FEES	415	1,200	415	1,200
TOTAL OTHER SERVICE & CHARGES	415	1,200	415	1,200
<b><u>DEBT SERVICES P &amp; I</u></b>				
41-5898-4817 P - 2017 CERTIFICATES OF OBLIGATION	0	0	0	55,000
41-5898-4837 INT - 2017 CERTIFICATES OF OBLIGATION	0	0	0	77,907
41-5898-6003 P - 2001 COMB. TAX & LMT PLEDGE	320,000	0	0	0
41-5898-6081 P - 2006 LMT TAX REFUNDING BONDS	5,344	0	0	0
41-5898-6104 P - 2007 CO'S BRIDGE	0	385,000	385,000	430,000
41-5898-6113 P - 2012 LMT. TAX REFUNDING	0	0	0	149,160
41-5898-6114 P - 2014 TAX NOTES	68,400	70,200	70,200	72,000
41-5898-6115 P - 2015 CERTIFICATES OF OBLIGATION	0	145,000	145,000	155,000
41-5898-6116 P - 2016 CO'S BRIDGE	0	54,168	54,168	0
41-5898-6503 INT - 2001 COMB TX&LMT PLDG RE CO'S	7,680	0	0	0
41-5898-6504 INT - 2007 CO'S BRIDGE	921,875	1,461,966	1,461,966	0
41-5898-6581 INT - 2006 LMT TX REFUNDING	114	0	0	1,335,450
41-5898-6610 INT - 2006 LMT TAX REFUNDING BRIDGE	3,408	0	0	0
41-5898-6613 INT - 2012 LMT TAX REFUNDING	35,801	35,801	35,801	33,683
41-5898-6614 INT - 2014 TAX NOTES	7,041	5,815	5,815	4,556
41-5898-6615 INT - 2015 CO'S	158,220	162,225	162,225	159,225
41-5898-6616 INT - 201 CO'S BRIDGE REVENUES	0	33,882	33,882	28,238
TOTAL DEBT SERVICE P & I	1,527,883	2,354,057	2,354,057	2,500,219
<b><u>TRANSFERS OUT</u></b>				
41-5919-7162 TRANSFERS TO BRIDGE (DEBT)	0	0	0	0
TOTAL TRANSFERS OUT	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,528,298</b>	<b>2,355,257</b>	<b>2,354,472</b>	<b>2,501,419</b>



## **ENTERPRISE FUNDS**

The Enterprise Funds are used to account for City operations that are financed and/or operated in a manner similar to a private business enterprise. Included in the Enterprise Funds are:

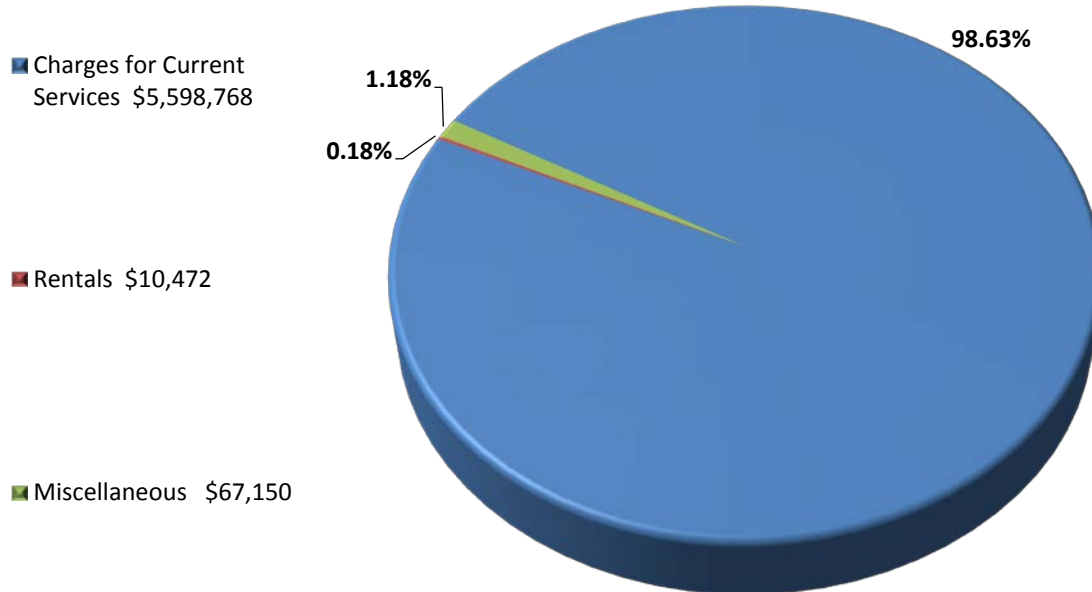
- Water and Sewer Fund
- Alliance International Bridge Fund



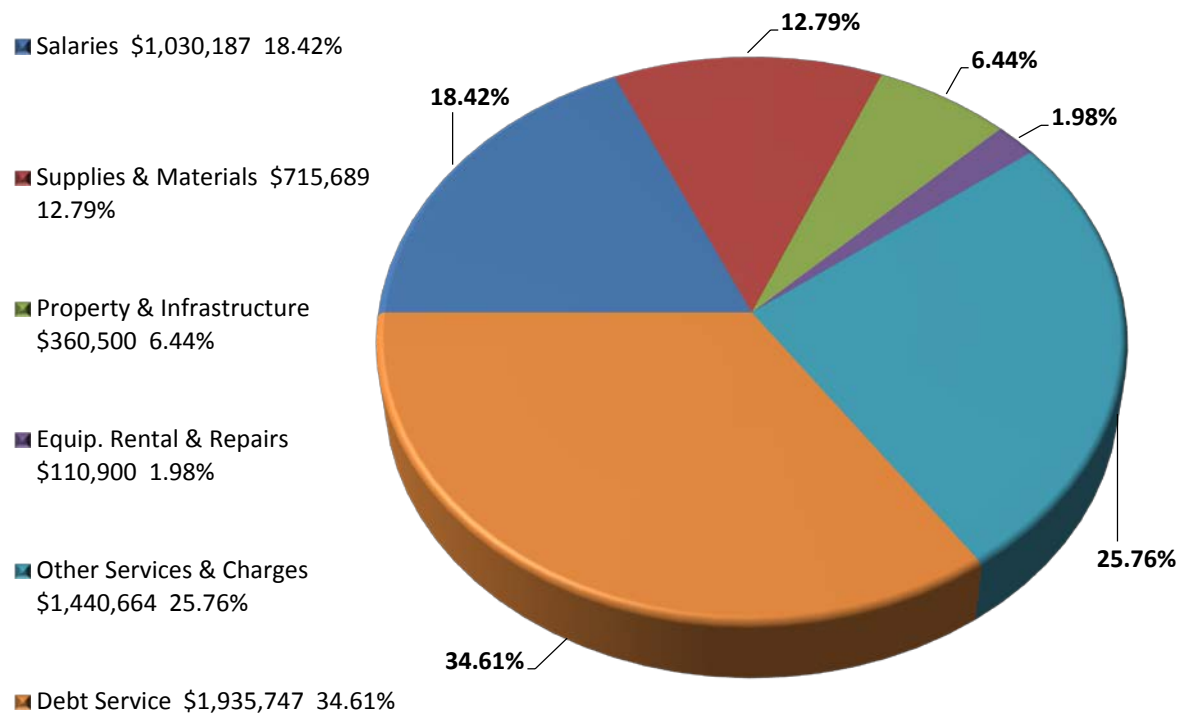
## **WATER AND SEWER FUND**

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 FUND** **Summary of Revenues** **Total \$5,676,390**



# **Summary of Expenses** **Total \$5,593,687**



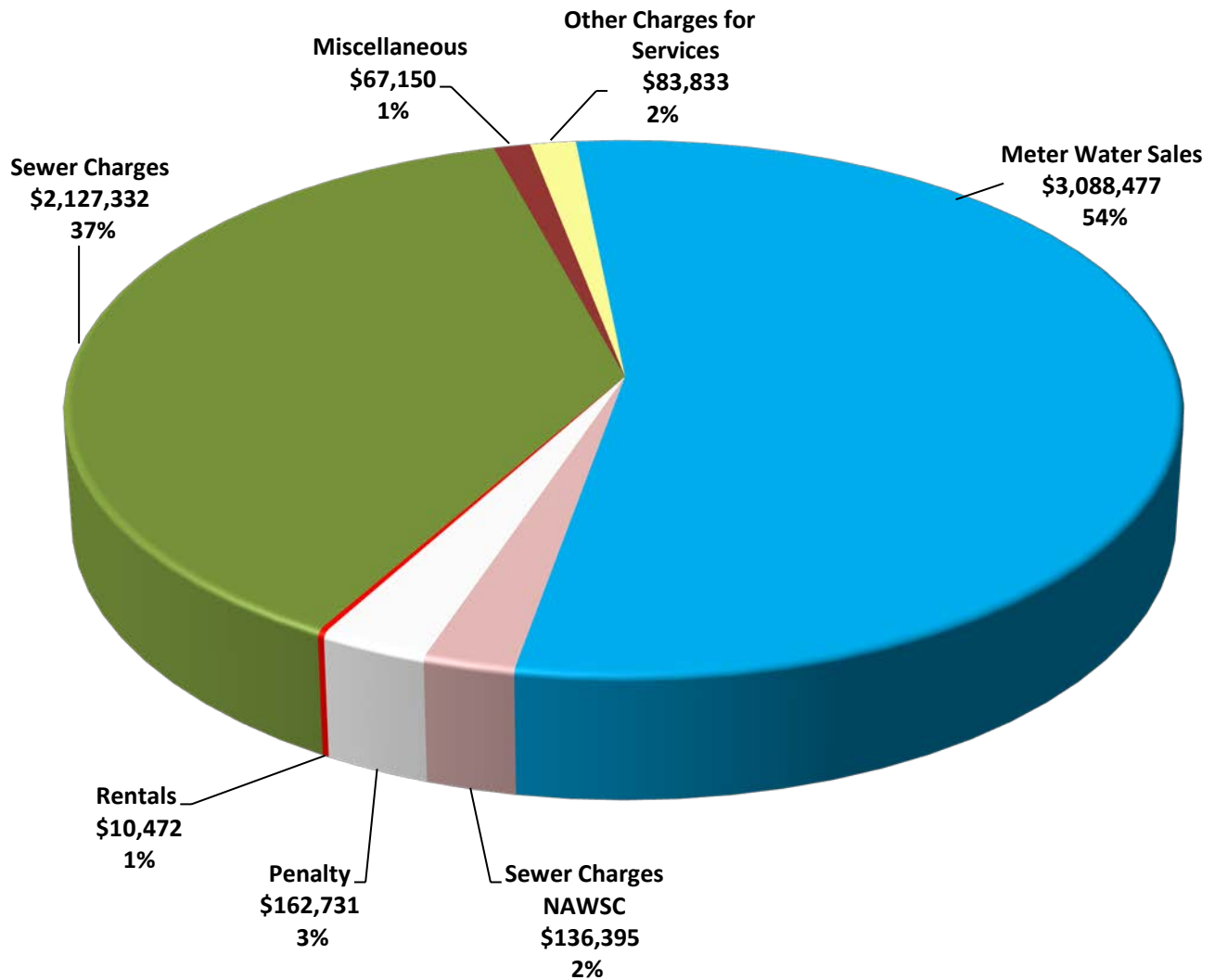
# CITY OF DONNA, TEXAS

## DEPARTMENT: SUMMARY BY CATEGORY

## FUND: 51 WATER AND SEWER

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b>REVENUES</b>					
4030	INTERGOVERNMENTAL	452,720	2,500,000	0	0
4040	CHARGES FOR CURRENT SVCS.	5,130,780	5,319,769	5,572,135	5,685,399
4041	RENTALS	10,368	10,472	9,504	10,472
4050	FINES & FORFEITURES	0	300	0	0
4060	MISCELLANEOUS	40,138	33,300	18,098	67,150
4080	CONTRIBUTIONS	20,000	0	0	0
4090	TRANSFERS IN	0	0	383,463	0
4096	PROVISIONS FOR BAD DEBT	(86,631)	(60,000)	(60,000)	(86,631)
	<b>TOTAL REVENUES</b>	<b>5,567,375</b>	<b>7,803,841</b>	<b>5,923,200</b>	<b>5,676,390</b>
<b>EXPENDITURES</b>					
4100	SALARIES	970,643	979,549	915,990	1,030,187
4200	SUPPLIES & MATERIALS	645,848	530,954	636,010	715,689
4300	PROPERTY & INFRASTRUCT.	445,347	105,000	312,006	360,500
4400	EQUIP. RENTAL & REPAIRS	126,375	76,000	84,167	110,900
4500	OTHER CHARGES	2,861,993	1,303,819	1,355,734	1,440,664
4600	CAPITAL OUTLAY	28,670	3,463,732	652,588	0
4800	DEBT SERVICE	397,003	1,294,787	923,139	1,935,747
4900	TRANSFERS OUT	1,000,000	-	2,376,788	-
	<b>TOTAL EXPENDITURES</b>	<b>6,475,880</b>	<b>7,753,841</b>	<b>7,256,422</b>	<b>5,593,687</b>
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>		<b>(908,505)</b>	<b>50,000</b>	<b>(1,333,222)</b>	<b>82,703</b>

**WATER AND SEWER FUND  
REVENUES  
FISCAL YEAR 2017-2018**

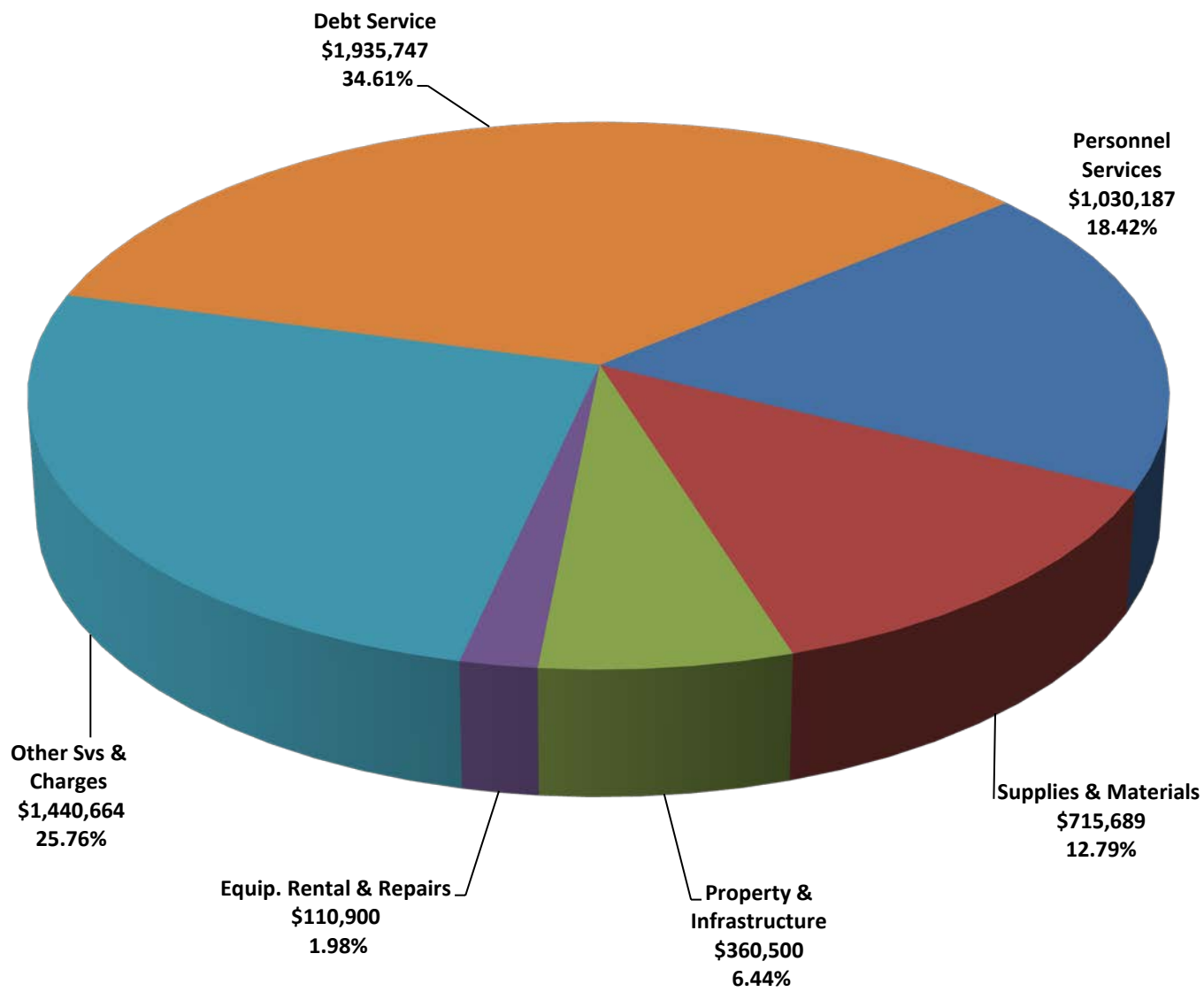


**TOTAL \$5,676,390**

# CITY OF DONNA, TEXAS

DEPARTMENT: REVENUES		FUND: 51 WATER AND SEWER		
	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>INTERGOVERNMENTAL</u></b>				
51-4030-3901 TXDOT 493 PROJECT	452,720	0	0	0
51-4030-3920 FEMA GRANT	0	2,500,000	0	0
TOTAL INTERGOVERNMENTAL	452,720	2,500,000	0	0
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
51-4040-3607 METER WATER SALES	2,795,157	2,906,443	3,078,210	3,139,774
51-4040-3609 SEWER CHARGES	1,965,695	2,043,259	2,120,261	2,162,666
51-4040-3618 SEWER CHARGERS NAWS	129,228	139,079	134,380	136,395
51-4040-3645 WATER RECONNECT FEES	37,170	31,003	48,900	50,367
51-4040-3650 WATER ACCESS FEE - INSIDE	13,125	9,734	9,050	9,231
51-4040-3651 WATER ACCESS FEE - OUTSIDE	600	309	0	306
51-4040-3652 WATER METER TAP FEES - INSIDE	14,363	10,918	10,918	11,985
51-4040-3653 WATER METER TAP FEES - OUT	2,685	2,766	0	3,274
51-4040-3655 SEWER ACCESS FEES	10,100	7,983	7,983	8,670
51-4040-3660 LATE PENALTY CHARGES	162,657	168,275	159,540	162,731
51-4040-3667 RECOVER WATER TAP EXPENSES	0	0	2,893	0
TOTAL CHARGES FOR CURRENT SERVICESES	5,130,780	5,319,769	5,572,135	5,685,399
<b><u>RENTALS</u></b>				
51-4041-3666 WATER TOWER RENTAL	10,368	10,472	9,504	10,472
TOTAL RENTALS	10,368	10,472	9,504	10,472
<b><u>FINES &amp; FORFEITURES</u></b>				
51-4050-3523 WATER METER TAMPERING FINES	0	300	0	0
TOTAL FINES & FORFEITURES	0	300	0	0
<b><u>MISCELLANEOUS</u></b>				
51-4060-3617 INTEREST INCOME	2,455	2,350	3,295	3,500
51-4060-3619 INTEREST-INVESTMENTS	20,791	15,000	1,828	1,900
51-4060-3640 INTEREST -LOGIC/CASH RESERVE	11,427	11,600	4,242	4,250
51-4060-3647 LOGIC-06/06A TAX NOTE I&S	12	0	0	0
51-4060-3648 LOGIC-01A REHAB BOND I&S A	13	0	0	0
51-4060-3650 LOGIC-NADBANK/ O & M RESERVE	2,924	2,800	960	0
51-4060-3660 LOGIC-09 SEWER BOND I&S AC.	2,116	200	4,609	4,250
51-4060-3666 LOGIC 09 LTD TAX WATER BONDS	45	0	0	0
51-4060-3667 LOGIC-SOS LT DEBT I&S ACCT.	559	600	1,222	1,250
51-4060-3990 CASH SHORT/OVER	(250)	0	57	0
51-4060-3992 N S F FEE	197	500	844	1,000
51-4060-3995 MISCELLANEOUS	(149)	250	1,041	51,000
TOTAL MISCELLANEOUS	40,138	33,300	18,098	67,150
<b><u>CONTRIBUTIONS</u></b>				
51-4080-3901 CAPITAL CONTRIBUTIONS	20,000	0	0	0
TOTAL CONTRIBUTIONS	20,000	0	0	0
<b><u>TRANSFERS IN</u></b>				
51-4090-3959 TRANSFERS IN WATER	0	0	383,463	0
TOTAL TRANSFERS IN	0	0	383,463	0
<b><u>PROVISIONS FOR BAD DEBT</u></b>				
51-4096-5101 WATER BAD DEBT PROVISION	(86,631)	(60,000)	(60,000)	(86,631)
TOTAL PROVISIONS FOR BAD DEBT	(86,631)	(60,000)	(60,000)	(86,631)
<b>TOTAL REVENUES</b>	<b>5,567,375</b>	<b>7,803,841</b>	<b>5,923,200</b>	<b>5,676,390</b>

**WATER AND SEWER FUND  
EXPENSES BY CATEGORY  
FISCAL YEAR 2017-2018**



**TOTAL \$5,593,687**

# CITY OF DONNA, TEXAS

**DEPARTMENT: SUMMARY BY CATEGORY 2017-2018**

**FUND: 51 WATER AND SEWER**

	PERSONNEL	SUPPLIES &	PROPERTY	EQUIP RENTAL	OTHERS SVCS	DEBT	TOTAL
<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>MATERIALS</u>	<u>&amp; INFRAST.</u>	<u>&amp; REPAIRS</u>	<u>&amp; CHARGES</u>	<u>SERVICE</u>	<u>BUDGET</u>
5660 ADMINISTRATION W & S	119,695	18,750	7,000	12,000	39,000	0	196,445
5600 WATER DISTRIBUTION	204,062	103,750	160,500	14,500	7,500	0	490,312
5610 SEWER COLLECTION	189,638	13,300	140,500	7,000	48,500	0	398,938
5620 WASTE WATER TREATMNT PLANT	141,084	149,200	5,000	56,500	296,950	0	648,734
5640 WATER TREATMENT PLANT	242,643	386,500	46,500	5,900	202,500	0	884,043
5680 UTILITY BILLING & COLLECTIONS	133,065	44,189	1,000	15,000	21,261	0	214,515
5890 DEBT SERVICE	0	0	0	0	0	1,935,747	1,935,747
5990 NON DEPARTMENTAL	0	0	0	0	824,953	0	824,953
TOTAL EXPENDITURES	<u>1,030,187</u>	<u>715,689</u>	<u>360,500</u>	<u>110,900</u>	<u>1,440,664</u>	<u>1,935,747</u>	<u>5,593,687</u>

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# CITY OF DONNA, TEXAS

## DEPARTMENT: UTILITY ADMINISTRATION

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICES</u></b>				
51-5661-4101 SALARIES AND WAGES	83,375	89,193	84,736	91,120
51-5661-4103 OVERTIME WAGES	626	750	241	750
51-5661-4104 HEALTH/DENTAL/LIFE INSURANCE	12,556	12,552	12,385	11,975
51-5661-4105 TMRS CONTRIBUTION	5,591	7,807	6,965	7,873
51-5661-4106 SOCIAL SECURITY & MEDICARE	6,537	6,977	6,447	7,028
51-5661-4107 WORKERS COMPENSATION INSURANCE	219	341	268	299
51-5661-4108 STATE UNEMPLOYMENT TAX	357	342	18	250
51-5661-4113 LONGEVITY	0	1,608	0	0
51-5661-4115 LICENSES	0	400	30	400
TOTAL PERSONNEL SERVICES	109,261	119,970	111,090	119,695
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
51-5662-4201 POSTAGE AND DELIVERY SERVICE	346	1,000	439	1,000
51-5662-4203 UNIFORMS	1,205	1,250	809	2,000
51-5662-4204 FUEL AND LUBRICANTS	645	1,500	1,427	1,500
51-5662-4205 SMALL TOOLS AND EQUIPMENT	1,769	2,500	965	1,500
51-5662-4212 OFFICE SUPPLIES	3,169	3,050	1,255	3,050
51-5662-4213 JANITORIAL SUPPLIES	3,214	1,750	3,070	2,700
51-5662-4217 OTHER SUPPLIES	2,681	2,000	2,104	2,000
51-5662-4220 REFRESHMENT SUPPLIES	1,455	1,500	1,163	1,500
51-5662-4230 OFFICE EQUIP. / FURNITURE	3,188	3,500	1,490	3,500
TOTAL SUPPLIES & MATERIALS	17,672	18,050	12,722	18,750
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
51-5663-4302 BUILDING MAINTENANCE	441	0	3,561	7,000
TOTAL PROPERTY & INFRASTRUCTURE	441	0	3,561	7,000
<b><u>EQUIP. REPAIRS &amp; MAINTENANCE</u></b>				
51-5664-4402 MAINT. & REPAIR-SMALL EQUIPMENT	1,476	1,500	94	1,500
51-5664-4407 VEHICLE MAINTENANCE & REPAIRS	1,252	1,500	412	1,500
51-5664-4412 PHONE EQUIPMENT MAINT & REPAIRS	0	1,500	0	1,500
51-5664-4419 PRINTER MAINT & REPAIRS	0	0	0	1,500
51-5664-4425 COMPUTER MAINTENANCE & REPAIRS	505	2,500	0	2,500
51-5664-4426 COMPUTER SOFTWARE MAINTENANCE	0	500	755	0
51-5664-4427 NETWORK SECURITY MAINT&REPAIRS	1,428	1,500	150	1,500
51-5664-4428 NETWORK CONNECTIONS MAINT.& REP.	1,260	1,500	0	1,500
51-5664-4430 WEB/EMAIL DIAGNOSTICS & REPAIRS	192	500	0	500
TOTAL EQUIP. REPAIRS & MAINTENANCE	6,113	11,000	1,411	12,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
51-5665-4501 TELEPHONE & CELL PHONE SERVICES	2,573	2,500	1,974	2,500
51-5665-4502 INSURANCE AND BONDS	0	2,500	0	2,500
51-5665-4503 PUBLIC INFORMATION NOTICES	843	2,500	14	2,500
51-5665-4504 TRAVEL AND/OR TRAININGS	2,126	3,500	1,290	3,500
51-5665-4505 UTILITY SERVICES	9,729	8,500	7,140	8,500
51-5665-4509 PROFESSIONAL/TECHNICAL MATERIALS	5,149	7,000	0	7,000
51-5665-4511 MEMBERSHIPS & SUBSCRIPTIONS	716	1,500	845	1,500
51-5665-4516 LEGAL SERVICES	0	1,500	0	1,500
51-5665-4524 ENGINEERING FEES	7,485	0	0	0
51-5665-4526 OTHER PROFESSIONAL FEES	7,189	9,000	0	9,000
51-5665-4550 EMPLOYMENT TESTS & EXAMS	572	500	235	500
51-5665-4590 MISCELLANEOUS EXPENDITURES	0	250	0	0
TOTAL OTHER SERVICE & CHARGES	36,382	39,250	11,498	39,000
<b><u>CAPITAL OUTLAY</u></b>				
51-5666-4601 COMPUTER EQUIP. - SURFACE HUB	0	0	6,389	0
TOTAL CAPITAL OUTLAY	0	0	6,389	0
<b>TOTAL ADMINISTRATION</b>	<b>169,869</b>	<b>188,270</b>	<b>146,671</b>	<b>196,445</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT:WATER DISTRIBUTION</b>			<b>FUND: WATER &amp; SEWER</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	5	5	5	5
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

**DUTIES AND RESPONSIBILITIES:**

The Distribution and Collection System responsible for the maintenance, construction, and management of the City's water distribution. The activities supervised include:

1. Maintenance of approximately 50 miles of water lines, (2) elevated storage tanks, and the construction and repair of water lines, water taps, and other related duties.

**GOALS AND OBJECTIVES:**

1. Continue to repair City water lines in order to maintain pressure and volume and reduce interruptions to customers.
2. Continue to add gate valves to water lines in areas that are difficult to isolate during water breaks.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Water Mains Repaired (Leaks)	150	225	250	270
2. Sewer Backups Resolved	300	200	225	240
3. Water Meters Replaced	115	125	150	155

# CITY OF DONNA, TEXAS

## DEPARTMENT: WATER DISTRIBUTION

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICE</u></b>				
51-5601-4101 SALARIES AND WAGES	131,014	133,655	116,013	129,322
51-5601-4103 OVERTIME	13,893	13,000	16,579	15,000
51-5601-4104 HEALTH/DENTAL/LIFE INS.	26,043	31,380	25,085	29,921
51-5601-4105 TMRS CONTRIBUTION	9,686	13,266	11,935	12,368
51-5601-4106 SOCIAL SECURITY & MEDICARE	11,025	11,856	11,060	11,041
51-5601-4107 WORKERS COMPENSATION INS.	3,384	6,972	5,492	5,785
51-5601-4108 STATE UNEMPLOYMENT TAX	2,198	855	200	625
51-5601-4113 LONGEVITY	0	2,527	0	0
TOTAL PERSONNEL SERVICES	197,243	213,511	186,364	204,062
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
51-5602-4203 UNIFORMS	6,590	2,250	7,472	7,750
51-5602-4204 FUEL AND LUBRICANTS	8,209	8,000	7,808	8,000
51-5602-4205 SMALL TOOLS & EQUIPMENT	5,833	6,000	14,680	21,000
51-5602-4217 OTHER SUPPLIES	1,236	0	132	1,000
51-5602-4231 MINOR EQUIPMENT	154	1,000	0	1,000
51-5602-4238 METERS	5,969	2,500	40,790	50,000
51-5602-4275 FIRE HYDRANTS	0	0	1,653	15,000
TOTAL SUPPLIES & MATERIALS	27,991	19,750	72,535	103,750
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
51-5603-4302 BUILD MAINTENANCE	7,050	3,500	9,186	7,500
51-5603-4308 DISTRIBUTION MAINTENANCE	127,834	25,000	161,583	150,000
51-5603-4310 MATRLS & SUBCONTRACT ALLOWANCE	24,658	0	0	0
51-5603-4331 LINE EXPANSION FOR WATER	271	0	0	0
51-5603-4375 FIRE HYDRANT REPAIRS	3,731	3,000	0	3,000
TOTAL PROPERTY & INFRASTRUCTURE	163,544	31,500	170,769	160,500
<b><u>EQUIPMENT REPAIRS &amp; MAINTENANCE</u></b>				
51-5604-4402 MAINTENANCE & REPAIR (SMALL)	0	1,500	232	1,500
51-5604-4403 EQUIPMENT RENTALS	0	0	1,572	1,500
51-5604-4406 HEAVY EQUIPMENT REPAIRS	0	0	0	3,000
51-5604-4407 VEHICLE MAINTENANCE & REPAIRS	12,991	6,000	7,602	8,500
51-5604-4413 WATER METER MAINTENANCE	589	0	0	0
TOTAL EQUIPMENT REPAIRS & MAINTENANCE	13,580	7,500	9,406	14,500
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
51-5605-4501 TELEPHONE & CELL PHONE SERVICES	2,830	3,000	2,395	3,000
51-5605-4502 INSURANCE AND BONDS	0	5,000	0	0
51-5605-4503 PUBLIC INFORMATION NOTICES	875	0	750	0
51-5605-4504 TRAVEL AND/ OR TRAININGS	1,939	3,000	888	3,000
51-5605-4505 UTILITY SERVICES	850	1,000	1,079	1,000
51-5605-4525 INSPECTIONS INSIDE WATER TANKS	0	0	1,058	0
51-5605-4550 EMPLOYMENT TEST & EXAMS	287	0	0	500
TOTAL OTHER SERVICE & CHARGES	6,781	12,000	6,170	7,500
<b><u>CAPITAL OUTLAY</u></b>				
51-5606-4613 WATER LINES	7,578	0	0	0
51-5606-4633 LAND	0	0	283,140	0
51-5606-4637 ELEVATED STORAGE TANK MAIN	4,063	0	13,396	0
TOTAL CAPITAL OUTLAY	11,641	0	296,536	0
<b>TOTAL WATER DISTRIBUTION</b>	<b>420,779</b>	<b>284,261</b>	<b>741,780</b>	<b>490,312</b>

**CITY OF DONNA, TEXAS**

DEPARTMENT: SEWER COLLECTION			FUND: WATER & SEWER	
PERSONNEL	Actual 2015-2016	Budget 2016-2017	Estimated 2016-2017	Budget 2017-2018
Full-time	4	4	4	4
Part-time	-	-	-	-
DEPARTMENT TOTAL	4	4	4	4

**DUTIES AND RESPONSIBILITIES:**

The Sewer Collection Division is responsible for the maintenance, construction, and management of the City's sewer collection system. The activities supervised include:

1. Maintenance of approximately 40 miles of sanitary sewer lines and the construction of sewer lines, manholes, and other related duties.

**GOALS AND OBJECTIVES:**

1. Continue to repair City sewer lines in order to minimize interruption of services to customers.
2. Continue to clean and vacuum sanitary sewer lines and lift station wells, inspect collection system and manholes for stoppages and jet sewer services inside city limits to prevent backups.

[illegible]

# CITY OF DONNA, TEXAS

## DEPARTMENT: SEWER COLLECTION

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICE</u></b>				
51-5611-4101 SALARIES AND WAGES	103,268	106,047	109,252	109,992
51-5611-4103 OVERTIME	21,699	10,000	20,677	29,000
51-5611-4104 HEALTH INSURANCE	23,257	25,104	22,562	23,942
51-5611-4105 TMRS CONTRIBUTION	8,158	10,445	10,695	11,912
51-5611-4106 SOCIAL SECURITY	9,560	9,334	9,881	10,633
51-5611-4107 WORKERS COMP. INSURANCE	3,120	3,605	2,840	3,659
51-5611-4108 STATE UNEMPLOYMENT TAX	850	684	48	500
51-5611-4113 LONGEVITY	0	1,769	0	0
51-5611-4115 LICENSES	0	400	46	0
TOTAL PERSONNEL SERVICES	169,912	167,388	176,001	189,638
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
51-5612-4203 UNIFORMS	4,699	1,875	6,583	4,800
51-5612-4204 FUEL AND LUBRICANTS	1,005	2,000	2,574	2,000
51-5612-4205 SMALL TOOLS & EQUIPMENT	2,349	2,000	1,910	5,000
51-5612-4231 MINOR EQUIPMENT	0	1,500	0	1,500
TOTAL SUPPLIES & MATERIALS	8,053	7,375	11,067	13,300
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
51-5613-4205 SMALL TOOLS & EQUIPMENT	241	1,500	8,408	8,500
51-5613-4308 SEWER LINE MAINTENANCE	94,981	25,000	7,101	32,000
51-5613-4314 LIFT STATION MAINT & REPAIRS	54,864	25,000	71,615	75,000
51-5613-4315 MANHOLE MAINT & REPAIRS	55,128	15,000	10,240	25,000
51-5613-4330 LINE EXTENSION FOR SEWER TAP	622	0	0	0
TOTAL PROPERTY & INFRASTRUCTURE	205,836	66,500	97,364	140,500
<b><u>EQUIPMENT REPAIRS &amp; MAINTENANCE</u></b>				
51-5614-4402 MAINT & REPAIRS SMALL EQUIP.	0	1,500	187	500
51-5614-4406 HEAVY EQUIPMENT REPAIRS	0	0	0	1,500
51-5614-4407 VEHICLE MAINTENANCE & REPAIRS	32,172	20,000	4,970	5,000
TOTAL EQUIPMEN REPAIRS & MAINTENANCE	32,172	21,500	5,157	7,000
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
51-5615-4501 TELEPHONE & CELL PHONE SERVICE	1,025	1,000	829	1,000
51-5615-4502 INSURANCE AND BONDS	0	969	0	0
51-5615-4504 TRAVEL AND/OR TRAININGS	8,612	4,000	3,486	4,000
51-5615-4505 UTILITY SERVICES	47,820	43,000	39,869	43,000
51-5615-4550 EMPLOYMENT TEST & EXAMS	132	0	35	500
TOTAL OTHER SERVICE & CHARGES	57,589	48,969	44,219	48,500
<b><u>CAPITAL OUTLAY</u></b>				
51-5616-4613 SEWER LINES	482	0	0	0
51-5616-4625 MACHINES & EQUIPMENT	2,029	0	0	0
TOTAL CAPITAL OUTLAY	2,511	0	0	0
<b>TOTAL SEWER COLLECTION</b>	<b>476,074</b>	<b>311,732</b>	<b>333,808</b>	<b>398,938</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: WASTE WATER TREATMENT PLANT</b>			<b>FUND: WATER &amp; SEWER</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-Time	2	3	3	3
Part-time	-	-	-	-
<b>DEPARTMENT TOTAL</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>

**DUTIES AND RESPONSIBILITIES:**

The Wastewater Division is responsible for the operation and maintenance of the City of Donna Wastewater Plant and all the lift Stations that pump the raw sewage to the treatment plant via our collection system.

**GOALS AND OBJECTIVES:**

1. To operate and maintain the Wastewater Treatment Facility and City Lift Stations so as to provide proper treatment of raw sewage as required by the Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ).
2. To comply with EPA and TCEQ regulations for permit effluent requirements, plant and lift stations operations and maintenance, laboratory testing and reporting, and sludge treatment and disposal.
3. To continue to providing training for supervisors and subordinates.
4. To implement the Master Plan for the Wastewater Treatment Plant and Lift Stations including: to improve existing structure renovate, rehabilitate.
5. Continue to apply chemical to reduce odor and corrosion caused by Hydrogen Sulfide Gas at Wastewater Plant and Lift Stations.
6. Assure that collection of permit sampling are properly collected, packaged, and submitted.
7. Upkeep preventative maintenance on plant equipment and lift stations, and maintain proper documentation.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Estimated Gals. Treated	N/A	561,000,000	570,000,000	580,000,000
2. Total Routine Quality Samples Collected	N/A	748	750	755

# CITY OF DONNA, TEXAS

## DEPARTMENT: WASTE WATER TREATMENT PLANT

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICE</u></b>				
51-5621-4101 SALARIES AND WAGES	95,132	96,236	94,457	99,782
51-5621-4103 OVERTIME	19,448	10,000	3,391	3,500
51-5621-4104 HEALTH/DENTAL/LIFE INS	15,150	18,828	18,487	17,956
51-5621-4105 TMRS CONTRIBUTION	7,248	8,976	8,014	8,851
51-5621-4106 SOCIAL SECURITY & MEDICARE	8,865	8,022	7,520	7,901
51-5621-4107 WORKERS COMP. INSURANCE	2,213	3,098	2,439	2,719
51-5621-4108 STATE UNEMPLOYMENT TAX	537	513	307	375
51-5621-4113 LONGEVITY	0	1,524	0	0
51-5621-4115 LICENSES	0	600	157	0
TOTAL PERSONNEL SERVICES	148,593	147,797	134,772	141,084
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
51-5622-4203 UNIFORMS	2,997	1,500	3,570	4,000
51-5622-4204 FUEL AND LUBRICANTS	5,782	6,000	2,524	4,000
51-5622-4205 SMALL TOOLS & EQUIPMENT	8,909	7,500	5,917	7,500
51-5622-4206 CHEMICALS	138,962	121,300	87,995	130,000
51-5622-4212 OFFICE SUPPLIES	0	0	0	500
51-5622-4213 JANITORIAL SUPPLIES	937	1,501	17	1,000
51-5622-4217 OTHER SUPPLIES	330	1,000	1,438	1,700
51-5622-4220 REFRESHMENTS	0	1,000	109	500
TOTAL SUPPLIES & MATERIALS	157,917	139,801	101,570	149,200
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
51-5623-4311 GROUNDS MAINTENANCE	8	0	0	5,000
TOTAL PROPERTY & INFRASTRUCTURE	8	0	0	5,000
<b><u>EQUIP. REPAIRS &amp; MAINTENANCE</u></b>				
51-5624-4402 MAINT & REPAIRS - SMALL EQUIP.	0	1,500	3,824	5,000
51-5624-4406 EQUIPMENT REPAIRS	41,172	5,000	43,274	50,000
51-5624-4407 VEHICLE MAINTENANCE & REPAIRS	1,840	2,000	1,071	1,500
TOTAL EQUIPMENT REPAIRS & MAINTENANCE	43,012	8,500	48,169	56,500
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
51-5625-4501 TELEPHONE & CELL PHONE SERVICES	1,623	2,000	1,557	1,700
51-5625-4503 PUBLIC INFORMATION NOTICES	0	0	354	500
51-5625-4504 TRAVEL AND/OR TRAININGS	1,241	2,000	1,776	2,000
51-5625-4505 UTILITY SERVICES	93,916	100,000	81,928	100,000
51-5625-4506 SEWER PLANT SECURITY SERVICES	0	0	101	1,500
51-5625-4510 TCEQ PERMIT-WASTE WATER	12,696	15,300	15,347	17,000
51-5625-4512 INTERNET SERVICE PROVIDERS	680	0	52	1,000
51-5625-4529 LABORATORY TESTS	16,689	16,000	22,035	20,000
51-5625-4550 EMPLOYMENT TESTS & EXAMS	44	0	0	250
51-5625-4594 SLUDGE HAULING FROM WWTP	82,546	75,000	163,403	150,000
51-5625-4596 BFI DUMPSTER-SEWER TREATMENT	2,619	3,000	2,214	3,000
TOTAL OTHER SERVICE & CHARGES	212,054	213,300	288,767	296,950
<b><u>CAPITAL OUTLAY</u></b>				
51-5626-4650 SEWER PLANT IMPROVEMENTS	5,620	481,117	150,729	0
TOTAL CAPITAL OUTLAY	5,620	481,117	150,729	0
<b>TOTAL WASTE WATER TREATMENT PLANT</b>	<b>567,204</b>	<b>990,515</b>	<b>724,007</b>	<b>648,734</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: WATER TREATMENT PLANT</b>		<b>FUND: WATER &amp; SEWER</b>		
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-Time	4	5	4	5
Part-time	-	-		
<b>DEPARTMENT TOTAL</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>5</b>

**DUTIES AND RESPONSIBILITIES:**

The Water Plant 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.

1. 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 Environmental Quality (TCEQ).
2. Maintain and repair all structures and equipment to ensure proper plant operations.
3. Monitor, record, and submit monthly operating reports to local, state, and federal agencies.
4. Collect and submit lead/copper, bacteriological, THM, HAA5, TOC, UCMR3, and other TCEQ and EPA required samples to state certified lab.

**GOALS AND OBJECTIVES:**

1. Continue to work with departments to find mutual solutions to their budget and accounting related problems.
2. Continue to operate the facility within the rules and guidelines established by the TCEQ and EPA.
3. Continue to closely monitor and track the amount of water being purchased from the Donna Irrigation District.

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Total Gallons Produced	735,000,000	550,000,000	555,000,000	560,000,000
2. Total Routine Quality Samples Collected	16,350	9,000	9,050	9,100



# CITY OF DONNA, TEXAS

## DEPARTMENT: WATER TREATMENT PLANT

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PERSONNEL SERVICE</u></b>				
51-5641-4101 SALARIES AND WAGES	154,853	158,564	110,833	161,055
51-5641-4103 OVERTIME	8,784	10,000	16,658	15,000
51-5641-4104 HEALTH/DENTAL/LIFE INS	26,352	31,380	22,592	29,928
51-5641-4105 TMRS CONTRIBUTION	10,816	15,878	10,586	15,088
51-5641-4106 SOCIAL SECURITY & MEDICARE	12,688	14,190	9,849	13,468
51-5641-4107 WORKERS COMPENSATION INSURANCE	5,441	8,345	6,575	6,479
51-5641-4108 STATE UNEMPLOYMENT TAX	904	855	5	625
51-5641-4113 LONGEVITY	0	2,431	0	0
51-5641-4115 LICENSES	0	1,000	5	1,000
TOTAL PERSONNEL SERVICES	219,838	242,643	177,103	242,643
<b><u>SUPPLIES &amp; MATERIALS</u></b>				
51-5642-4203 UNIFORMS	4,207	2,250	4,969	4,750
51-5642-4204 FUEL AND LUBRICANTS	4,406	3,500	3,723	6,500
51-5642-4205 SMALL TOOLS AND EQUIPMENT	7,690	4,000	6,107	8,000
51-5642-4206 CHEMICALS	304,205	240,000	311,324	300,000
51-5642-4209 RAW WATER PURCHASED	65,261	57,500	69,453	65,000
51-5642-4212 OFFICE SUPPLIES	279	1,500	455	750
51-5642-4213 JANITORIAL SUPPLIES	893	1,000	53	1,000
51-5642-4220 REFRESHMENT SUPPLIES	0	1,000	123	500
TOTAL SUPPLIES & MATERIALS	386,941	310,750	396,207	386,500
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
51-5643-4302 BUILDING MAINTENANCE	4,544	2,000	8,074	6,500
51-5643-4304 BUILDING REPAIRS	298	0	0	0
51-5643-4310 WATER PLANT MAINT & REPAIRS	67,988	5,000	31,304	40,000
51-5643-4313 WATER PLANT REPAIRS	2,688	0	0	0
TOTAL PROPERTY & INFRASTRUCTURE	75,518	7,000	39,378	46,500
<b><u>EQUIP. REPAIRS &amp; MAINTENANCE</u></b>				
51-5644-4402 MAINTENANCE SMALL EQUIPMENT	0	1,000	4,985	5,000
51-5644-4407 VEHICLE MAINTENANCE & REPAIRS	1,297	1,500	314	900
TOTAL EQUIP. REPAIRS & MAINTENANCE	1,297	2,500	5,299	5,900
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
51-5645-4501 TELEPHONE & CELL PHONE SERVICES	42,416	15,000	34,330	42,000
51-5645-4502 INSURANCE AND BONDS	0	10,000	31,296	0
51-5645-4503 PUBLIC INFORMATION NOTICES	0	3,000	394	500
51-5645-4504 TRAVEL AND/OR TRAININGS	1,182	1,500	2,656	2,000
51-5645-4505 UTILITY SERVICES	101,542	120,000	99,830	110,000
51-5645-4510 TCEQ WATER SYSTEM FEES	11,100	15,000	14,434	15,000
51-5645-4518 RENTS & CONTRACTUAL	1,597	0	2,480	3,000
51-5645-4526 OTHER PROFESSIONAL FEES	0	0	48,580	2,000
51-5645-4528 FIRE PREVENTION SERVICES	0	1,200	372	1,200
51-5645-4529 LABORATORY TESTS	14,381	13,000	21,555	25,000
51-5645-4535 RIO GRAND REGIONAL WTR AUTHORITY	47	0	0	0
51-5645-4550 EMPLOYMENT TEST & EXAMS	66	0	0	500
51-5645-4596 DUMPSTER-WATER TREATMENT PLANT	1,233	1,300	1,045	1,300
TOTAL OTHER SERVICE & CHARGES	173,564	180,000	256,972	202,500
<b><u>CAPITAL OUTLAY</u></b>				
51-5646-4650 WATER PLANT IMPROVEMENTS	7,055	481,115	11,589	0
51-5646-4651 BACK UP GENERATOR	1,843	0	0	0
TOTAL CAPITAL OUTLAY	8,899	481,115	11,589	0
<b>TOTAL WATER TREATMENT PLANT</b>	<b>866,057</b>	<b>1,224,008</b>	<b>886,548</b>	<b>884,043</b>

**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: UTILITY BILLING AND COLLECTIONS</b>			<b>FUND: WATER &amp; SEWER</b>	
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	3	2	3	3
Part-time	0	0		
<b>DEPARTMENT TOTAL</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>

**DUTIES AND RESPONSIBILITIES:**

The Water Billing and Collection Division is responsible for billing customers monthly for the water usage, collecting and disconnecting water accounts for non payment.

1. Maintenance and monthly reading of more than 5,000 water meter accounts and performing associated tasks such as connects, disconnects, rechecks, repairs, bench testing of meters, and responding to customer requests for service.

**GOALS AND OBJECTIVES:**

1. Improve on Customer Service
2. Make available automatic draft of customers water bill from checking account..

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Accounts Billed Monthly	4,980	5,200	5,250	5,300
Water disconnect noticed mailed	2,900	3,300	3,375	3,450

# CITY OF DONNA, TEXAS

## DEPARTMENT: UTILITY BILLING & COLLECTIONS

## FUND: 51 WATER AND SEWER

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b>PERSONNEL SERVICE</b>				
51-5681-4101 SALARIES AND WAGES	88,323	60,542	84,538	86,448
51-5681-4103 OVERTIME WAGES	1,984	3,000	12,014	12,000
51-5681-4104 HEALTH/DENTAL/LIFE INSURANCE	20,840	12,552	18,476	17,954
51-5681-4105 TMRS CONTRIBUTION	5,678	5,535	7,969	8,437
51-5681-4106 SOCIAL SECURITY & MEDICARE	7,010	4,945	7,464	7,531
51-5681-4107 WORKERS COMP. INSURANCE	1,421	220	172	320
51-5681-4108 STATE UNEMPLOYMENT TAX	540	342	27	375
51-5681-4113 LONGEVITY	0	1,104	0	0
TOTAL PERSONNEL SERVICES	125,796	88,240	130,660	133,065
<b>SUPPLIES &amp; MATERIALS</b>				
51-5682-4201 POSTAGE AND DELIVERY SERVICE	23,986	25,188	26,539	26,539
51-5682-4203 UNIFORMS	0	1,040	520	500
51-5682-4204 FUEL & LUBRICANTS	3,432	200	4,416	4,750
51-5682-4205 SMALL TOOLS AND EQUIPMENT	0	0	0	3,500
51-5682-4212 OFFICE SUPPLIES	6,591	4,800	7,092	7,000
51-5682-4217 OTHER SUPPLIES	6	0	655	0
51-5682-4220 REFRESHMENT SUPPLIES	0	0	129	300
51-5682-4230 OFFICE EQUIP / FURNITURE	3,788	4,000	2,558	1,600
51-5682-4231 MINOR EQUIPMENT	9,471	0	0	0
TOTAL SUPPLIES & MATERIALS	47,274	35,228	41,909	44,189
<b>PROPERTY &amp; INFRASTRUCTURE</b>				
51-5683-4302 BUILDING MAINTENANCE	0	0	934	1,000
TOTAL PROPERTY & INFRASTRUCTURE	0	0	934	1,000
<b>EQUIPMENT REPAIRS &amp; MAINTENANCE</b>				
51-5684-4402 MAINT & REPAIR-SMALL EQUIPMENT	206	0	365	0
51-5684-4407 VEHICLE MAINTENANCE & REPAIRS	636	0	0	0
51-5684-4419 PRINTER MAINTENANCE & REPAIR	450	0	0	0
51-5684-4420 SOFTWARE MAINTENANCE CONTRACT	28,909	25,000	14,360	15,000
TOTAL EQUIPMENT REPAIRS & MAINTENANCE	30,201	25,000	14,725	15,000
<b>OTHER SERVICE &amp; CHARGES</b>				
51-5685-4471 COPY MACHINE MAINT. CONTRACTS	0	0	600	0
51-5685-4501 TELEPHONE & CELL PHONE SERVICES	14,291	16,000	17,061	17,061
51-5685-4503 PUBLIC INFORMATION NOTICES	0	0	184	0
51-5685-4504 TRAVEL AND/OR TRAININGS	336	4,000	0	3,000
51-5685-4505 UTILITIES	0	0	1,044	1,200
51-5685-4511 MEMBERSHIPS & SUBSCRIPTIONS	60	200	0	0
51-5685-4526 OTHER PROFESSIONAL SERVICES	0	0	340	0
51-5685-4550 EMPLOYMENT EXAMINATIONS	66	0	0	0
51-5685-4590 MISCELLANEOUS SERVICES	0	0	123	0
TOTAL OTHER SERVICE & CHARGES	14,751	20,200	19,352	21,261
<b>CAPITAL OUTLAY</b>				
51-5686-4601 OFFICE EQUIPMENT/ FURNITURE	0	1,500	7,345	0
TOTAL CAPITAL OUTLAY	0	1,500	7,345	0
<b>TOTAL UTILITY BILLING &amp; COLLECTIONS</b>	<b>218,022</b>	<b>170,168</b>	<b>214,925</b>	<b>214,515</b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: NON-DEPARTMENTAL

## FUND: 51 WATER AND SEWER

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>DEBT SERVICE P &amp; I</u></b>					
51-5898-4899	FISCAL AGENT FEES	250	200	0	250
51-5898-6401	INTEREST ON SOS CLAIMS	50,581	43,394	43,549	35,934
51-5898-6561	INT - 2009 COMB TAX & REV CO'S	211,476	204,402	104,043	196,839
51-5898-6570	INT - 2017 CERT. OF OBLIGATION	0	0	0	311,627
51-5898-6613	INT - 2012 LTD TAX REFUNDING	99,809	99,809	99,808	93,904
51-5898-6614	INT - 2014 TAX NOTES	12,517	10,337	10,337	8,100
51-5898-6616	INT - 2016 CERT. OF OBLIGATION	22,370	169,407	169,407	141,187
51-5898-6901	PRIN - PAYMENTS TO S.O.S.	0	196,606	196,195	204,066
51-5898-6913	PRIN - 2012 LTD. TAX REFUND	0	0	0	415,840
51-5898-6914	PRIN - 2014 TAX NOTES	0	124,800	124,800	128,000
51-5898-6916	PRIN - 2016 CERT. OF OBLIGATION	0	270,832	0	0
51-5898-6961	PRIN - 2009 COMB. TAX & REV CO'S	0	175,000	175,000	180,000
51-5898-6970	PRIN - 2017 CERT. OF OBLIGATION	0	0	0	220,000
TOTAL DEBT SERVICE P & I		397,004	1,294,787	923,139	1,935,747

### **NON DEPARTMENTAL**

51-5919-7045	TRANSFER OUT DEDC 45	0	0	2,196,788	0
51-5919-7148	TRANSFER TO FINANCIAL FUND	1,000,000	0	0	0
51-5919-7169	TRANSFER OUT TO 2015 CO'S	0	0	180,000	0
51-5985-5700	DEPRECIATION EXPENSE	1,579,956	0	0	0
51-5995-4502	GENERAL LIABILITY INS. & BONDS	27,120	23,400	735	32,180
51-5995-4516	LEGAL SERVICES	20,878	30,000	0	50,000
51-5995-4522	ANNUAL INDEPENDENT AUDIT FEES	42,290	41,000	38,990	30,557
51-5995-4524	CITY ENGINEER- W/S OPERATIONS	64,556	69,125	65,445	60,000
51-5995-4526	OTHER PROFESSIONAL FEES	0	0	8,125	0
51-5995-4545	NAWS SWR BILLING	11,144	7,695	10,475	11,350
51-5995-4551	CUSTOMER SERVICE TRANSFERS	412,338	412,338	412,338	420,000
51-5995-4595	BANK SERVICE CHARGES	6,822	0	6,914	6,125
51-5995-4598	UTILITY 4% SEWER FRANCHISE FEES	195,766	206,542	185,734	214,741
51-5996-4650	BUILDING & STRUCTURES	0	2,500,000	180,000	0
TOTAL NON DEPARTMENTAL		3,360,870	3,290,100	3,285,544	824,953

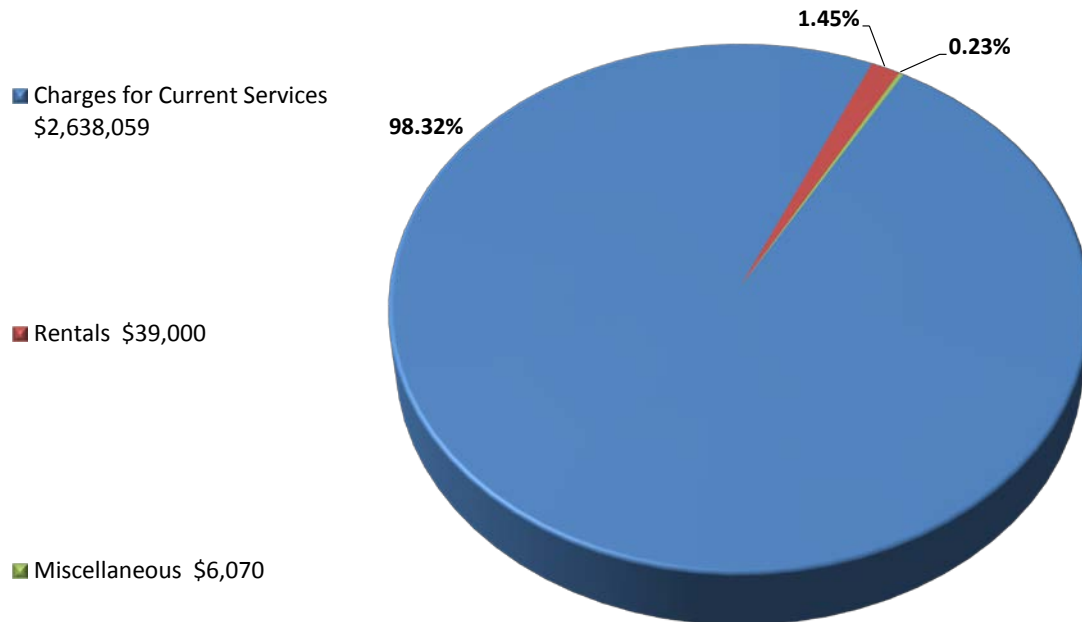
## **ALLIANCE INTERNATIONAL BRIDGE FUND**

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).

# INTERNATIONAL BRIDGE FUND

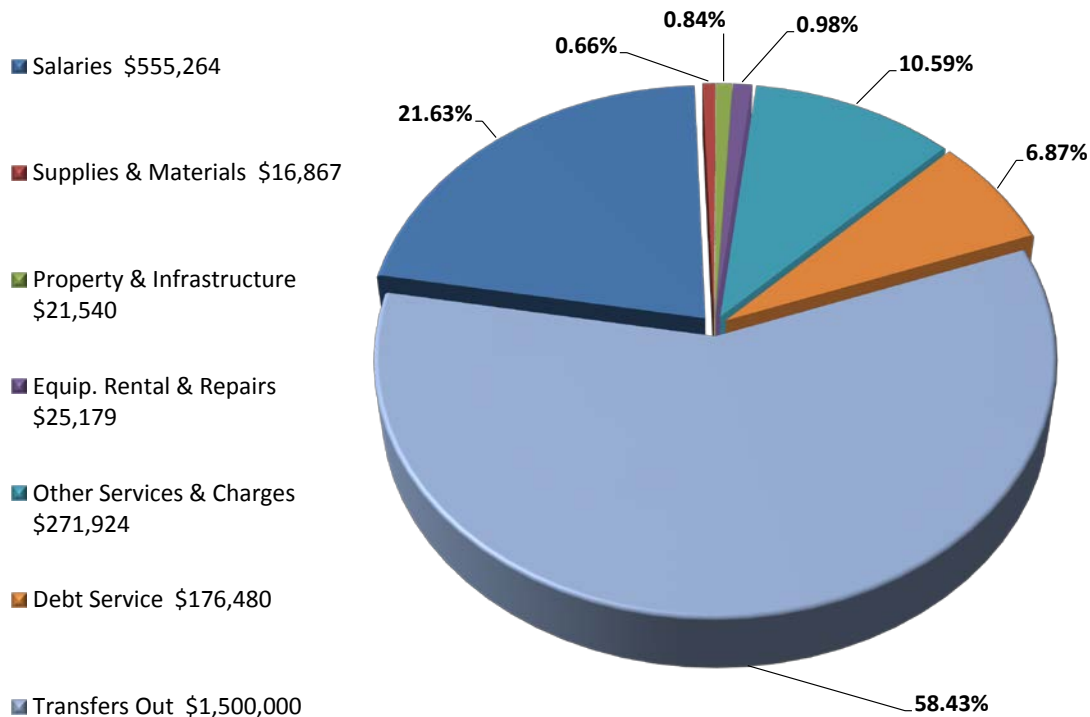
## Summary of Revenues

Total \$2,683,129



## Summary of Expenses

Total \$2,567,254



# CITY OF DONNA, TEXAS

## DEPARTMENT: INTERNATIONAL BRIDGE SUMMARY

## FUND: 62 ALLIANCE INT'L BRIDGE

		PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>REVENUES</u></b>					
4040	CHARGES FOR CURRENT SERVICES	1,952,897	2,037,087	2,152,545	2,638,059
4041	RENTALS	27,000	27,000	27,000	39,000
4060	MISCELLANEOUS	2,516	1,536	3,512	6,070
4080	CONTRIBUTIONS	18,750	0	0	0
4090	TRANSFERS IN	0	(18,371)	0	0
4095	OTHER FINANCING SOURCES	521,000	0	0	0
<b>TOTAL REVENUES</b>		2,522,163	2,047,252	2,183,057	2,683,129
<b><u>EXPENSES</u></b>					
4100	SALARIES	502,694	557,169	504,705	555,264
4200	SUPPLIES & MATERIALS	14,669	16,550	15,600	16,867
4300	PROPERTY & INFRASTRUCTURE	20,468	22,168	19,690	21,540
4400	EQUIP. RENTAL & REPAIRS	19,060	12,000	22,782	25,179
4500	OTHER SERVICES & CHARGES	1,452,369	352,736	282,336	271,924
4600	CAPITAL OUTLAY	0	0	0	0
4800	DEBT SERVICE	1,579,837	0	0	176,480
4900	TRANSFERS OUT	1,097,478	1,105,000	1,105,000	1,500,000
<b>TOTAL EXPENSES</b>		4,686,575	2,065,623	1,950,113	2,567,254
<b>REVENUES OVER/UNDER EXPENSES</b>		<b><u>(2,164,412)</u></b>	<b><u>(18,371)</u></b>	<b><u>232,944</u></b>	<b><u>115,875</u></b>

# CITY OF DONNA, TEXAS

## DEPARTMENT: REVENUES

## FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CTIY COUNCIL APPROVED 2017-2018
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
62-4040-3601 PASSENGER VEHICLE TOLLS	1,931,738	2,020,421	2,117,630	2,450,000
62-4040-3602 CAR PUSHING/PULLING CAR TOLLS	1,281	1,244	1,956	2,347
62-4040-3603 COMMERCIAL TOLLS - TRUCKS	0	0	0	151,875
62-4040-3604 EXTRA AXLES VEHICLE TOLLS	4,067	3,620	4,278	5,331
62-4040-3608 RECREATIONAL VEHICLE TOLLS	60	90	(380)	438
62-4040-3620 TWO AXLE TRUCK TOLLS	2,640	4,160	160	201
62-4040-3650 BICYCLE TOLLS	22	22	84	92
62-4040-3651 PEDESTRIAN CROSSING TOLLS	96	101	162	178
62-4040-3653 MOTORCYCLE TOLLS	686	984	441	483
62-4040-3695 GAIN( LOSS) - PESO EXCHANGES	12,308	6,445	28,214	27,114
TOTAL CHARGES FOR CURRENT SERVICESES	1,952,897	2,037,087	2,152,545	2,638,059
<b><u>RENTALS</u></b>				
62-4041-3701 RENTAL OF TABC PROPERTY	27,000	27,000	27,000	27,000
62-4041-3703 UETA LOT RENTAL	0	0	0	12,000
TOTAL RENTALS	27,000	27,000	27,000	39,000
<b><u>MISCELLANEOUS</u></b>				
62-4060-3640 INVEST INCOME-LOGIC/CASH RESERVE	7	6	0	0
62-4060-3651 CD INT/BRIDGE REVENUE FUND	0	0	2	0
62-4060-3661 TRUST INC-BRIDGE REVENUE FUND	63	50	220	245
62-4060-3662 TRUST INC-DEBT SERVICE RES FUND	917	850	2,198	3,700
62-4060-3663 TRUST INC-2007 BOND I&S FUND	225	200	0	0
62-4060-3668 TRUST INC-O&M RESERVE FUND	190	180	621	1,050
62-4060-3669 TRUST INC-REPAIR&REPLACE FUND	543	250	643	1,075
62-4060-3680 TELLER OVER SHORT	637	0	(174)	0
62-4060-3682 BANK OVER SHORT-DOLLARS	(1)	0	(1)	0
62-4060-3684 BANK OVER SHORT-PESOS	(66)	0	3	0
TOTAL MISCELLANEOUS	2,516	1,536	3,512	6,070
<b><u>CONTRIBUTIONS</u></b>				
62-4080-3903 CAPITAL CONTRIBUTIONS	18,750	0	0	0
TOTAL CONTRIBUTIONS	18,750	0	0	0
<b><u>TRANSFERS IN</u></b>				
62-4090-7046 TRANSFERS IN FROM DCD 4B	0	(18,371)	0	0
TOTAL TRANSFERS IN	0	(18,371)	0	0
<b><u>OTHER FINANCING SOURCES</u></b>				
62-4095-3912 CAP. CONTRIBUTIONS 2015 TX NOTES	521,000	0	0	0
TOTAL OTHER FINANCING SOURCES	521,000	0	0	0
<b>TOTAL REVENUES</b>	<b>1,480,163</b>	<b>2,047,252</b>	<b>2,183,057</b>	<b>2,683,129</b>



**CITY OF DONNA, TEXAS**

<b>DEPARTMENT: BRIDGE OPERATIONS</b>		<b>FUND: 62 ALLIANCE INT'L BRIDGE</b>		
<b>PERSONNEL</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
Full-time	9	11	11	12
Part-time	-	2	1	1
<b>DEPARTMENT TOTAL</b>	<b>9</b>	<b>13</b>	<b>12</b>	<b>13</b>

**DUTIES AND RESPONSIBILITIES:**

The Bridge Department is responsible for collecting, depositing, and reporting daily toll collections. The activities include:

1. Update the "cash reserve report" and the "daily cash deposit - finance report".
2. Update daily the "peso historical exchange rate report".
3. Update daily the "daily bridge vehicle crossing comparison" report and the "traffic hourly analysis" report.
4. Create daily, and update during each shift-end the bank deposit bag (bank deposit slips, coin count, currency) with all pertinent information for armored truck pick up & prepare daily cash report of accounting.
5. Prepare weekly work schedules, reconcile toll collectors money to toll collectors report.
6. Prepare monthly, quarterly, and periodic reports.
7. Maintain excellent teamwork with federal, county, and local authorities, especially CBP.
8. Create procedures as to what to do in case of a natural disaster.
  - . Create annual department budget and adhere to it, analyzing it monthly .
10. Plan, prepare, and implement policies, standards, and procedures for the bridge department.
11. Create monthly statements for Duro Bag Company.
12. Managing the Congressman Ruben Hinojosa Park & Ride Terminal.
13. Creating agendas and minutes for the Bridge Board upload to City website.
14. Coordinate all market sales for the digital message board.

**GOALS AND OBJECTIVES:**

1. 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.
2. Continue to work with departments from US/Mexico to find solutions to attract more customers.
3. Increase the efficiency of the organization with planning, preparing, and implementing policies, standards for the Bridge department. **Vision Statement: To provide a distinctive service that differentiates us as best in class.**

**Mission Statement: To exceed our customers expectations in accommodating a shorter and safer route to a International destination.**

<b>Performance Indicators</b>	<b>Actual 2015-2016</b>	<b>Budget 2016-2017</b>	<b>Estimated 2016-2017</b>	<b>Budget 2017-2018</b>
1. Monthly Crossings	552,651	584,000	587,985	598,399
2. Average Daily numbers	1,510	1,600	1,611	1,635
3. Annual Revenue	1,951,761	2,044,000	2,192,547	2,607,527
4. Daily Toll Collection Reports	1,747	1,872	1,860	1,950
5. Daily Cash Report	365	365	365	365
6. Daily Cash /Check Report	365	365	365	365
7. Deposit Slips--US currency	365	365	365	365
8. Deposit Slip--Pesos	365	365	365	365
9. Through-Put Time Per Car	20 Seconds	20 Seconds	20 Seconds	20 Seconds

# CITY OF DONNA, TEXAS

## DEPARTMENT: BRIDGE OPERATIONS

## FUND: 62 ALLIANCE INT'L BRIDGE

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b>PERSONNEL SERVICES</b>				
62-5681-4101 SALARIES AND WAGES	334,905	345,500	367,527	403,257
62-5681-4102 PART-TIME WAGES	0	30,751	0	0
62-5681-4103 OVERTIME WAGES	121	500	1,020	1,000
62-5681-4104 HEALTH/DENTAL/LIFE INSURANCE	64,807	81,588	66,600	77,805
62-5681-4105 TMRS RETIREMENT CONTRIBUTION	53,301	34,375	32,293	34,645
62-5681-4106 SOCIAL SECURITY & MEDICARE TAX	26,551	30,720	30,037	30,926
62-5681-4107 TX WORKERS' COMPENSATION INSURANCE	4,053	6,738	5,308	6,006
62-5681-4108 STATE UNEMPLOYMENT TAX	1,720	2,223	1,920	1,625
62-5681-4109 EDUCATION PAY	0	3,000	0	0
62-5681-4110 AMORTIZED DEFERRED IN/OUT	17,236	0	0	0
62-5681-4113 LONGEVITY	0	21,774	0	0
TOTAL PERSONNEL SERVICES	502,693	557,169	504,705	555,264
<b>SUPPLIES &amp; MATERIALS</b>				
62-5682-4201 POSTAGE AND DELIVERY SERVICES	57	50	56	72
62-5682-4203 UNIFORMS	1,722	1,500	1,025	1,505
62-5682-4204 FUEL AND LUBRICANTS	774	2,000	1,877	1,800
62-5682-4206 CHEMICALS	286	100	471	400
62-5682-4212 OFFICE SUPPLIES	2,314	2,400	2,847	2,990
62-5682-4213 JANITORIAL SUPPLIES	1,188	1,750	1,810	1,740
62-5682-4214 TOLL BOOTH SUPPLIES	2,225	0	0	0
62-5682-4217 OTHER SUPPLIES	541	750	671	670
62-5682-4220 REFRESHMENT SUPPLIES	1,542	1,500	1,615	1,425
62-5682-4230 OFFICE EQUIPMENT / FURNITURE	254	5,000	3,570	4,765
62-5682-4231 MINOR EQUIPMENT	3,766	1,500	1,658	1,500
TOTAL SUPPLIES & MATERIALS	14,669	16,550	15,600	16,867
<b>PROPERTY &amp; INFRASTRUCTURE</b>				
62-5683-4302 BUILDING MAINTENANCE	6,106	4,500	4,030	4,740
62-5683-4303 A/C &/OR HEATING MAINT & REPAIRS	852	1,500	444	1,000
62-5683-4311 GROUNDS MAINTENANCE & REPAIRS	4,008	4,000	2,501	4,000
62-5683-4312 SIGN MAINT. & REPAIRS	5	500	0	1,500
62-5683-4313 PARKING LOT MAINTENANCE	731	168	167	800
62-5683-4316 LIGHTS MAINT & REPAIRS	2,705	2,500	240	2,000
62-5683-4318 OTHER MAINTENANCE & REPAIRS	3,649	3,000	9,121	4,000
62-5683-4321 TOLL BOOTH MAINT & REPAIRS	397	500	64	500
TOTAL PROPERTY & INFRASTRUCTURE	18,453	16,668	16,567	18,540
<b>EQUIPMENT RENTAL &amp; REPAIRS</b>				
62-5684-4404 OFFICE EQUIP/FURNITURE REPAIRS	2,032	2,000	4,122	2,400
62-5684-4407 VEHICLE MAINTENANCE & REPAIRS	379	500	1,240	500
62-5684-4420 SOFTWARE MAINTENANCE CONTRACTS	3,294	4,000	1,185	4,000
62-5684-4427 NETWORK SECURITY MAINT. & REPAIRS	9,861	2,000	14,626	15,779
62-5684-4445 POWER GENERATION MAINT. & REPAIRS	3,494	3,500	1,524	2,500
TOTAL EQUIPMENT RENTAL & REPAIRS	19,060	12,000	22,697	25,179
<b>OTHER SERVICE &amp; CHARGES</b>				
62-5685-4501 TELEPHONE & CELL PHONE SERVICES	6,636	2,150	6,425	5,160
62-5685-4503 PUBLIC INFORMATION NOTICES	2,759	0	0	40,000
62-5685-4504 TRAVEL AND/OR TRAININGS	13,692	15,169	21,992	18,000
62-5685-4505 UTILITY SERVICES	15,009	10,000	8,750	15,680
62-5685-4506 SECURITY SERVICES	18,088	20,000	24,441	20,020
62-5685-4511 MEMBERSHIPS DUES & SUBSCRIPTIONS	0	3,663	3,482	3,437
62-5685-4530 ARMORED CAR SERVICES	1,935	0	0	0
62-5685-4550 EMPLOYMENT TESTS & EXAMS	255	500	280	385
62-5685-4590 MISCELLANEOUS EXPENDITURES	45	0	0	0
62-5685-4596 DUMPSTER - BRIDGE OPERATIONS	1,143	1,200	1,363	1,350
62-5685-4599 FISCAL AGENT FEES	4,000	0	800	0
TOTAL OTHER SERVICE & CHARGES	63,561	52,682	67,533	104,032
<b>TOTAL BRIDGE OPERATIONS</b>	<b>618,435</b>	<b>655,069</b>	<b>627,102</b>	<b>719,882</b>

# CITY OF DONNA, TEXAS

**DEPARTMENT: INTERNATIONAL BRIDGE PROPERTY**

**FUND: 62 ALLIANCE INT'L BRIDGE**

	PRIOR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>PROPERTY &amp; INFRASTRUCTURE</u></b>				
62-5603-4301 STREET MAINTENANCE	391	0	0	0
62-5603-4312 SIGN MAINTENANCE & REPAIRS	0	1,500	1,150	0
TOTAL PROPERTY & INFRASTRUCTURE	391	1,500	1,150	0
<b><u>EQUIP. REPAIRS &amp; MAINTENANCE</u></b>				
62-5604-4402 MAINT. & REPAIRS SMALL EQUIP.	0	0	85	0
TOTAL EQUIP. RENTALS & MAINTENANCE	0	0	85	0
<b><u>OTHER SERVICE &amp; CHARGES</u></b>				
62-5605-4505 UTILITY SERVICES	420	400	388	0
62-5605-4508 ELECTRIC-STREET/BRIDGE LIGHTS	3,628	7,000	4,250	0
62-5605-4580 PROMOTION OF INT'L BRIDGE	44,034	40,000	28,300	0
TOTAL OTHER SERVICE & CHARGES	48,082	47,400	32,938	0
<b>TOTAL INTERNATIONAL BRIDGE PROPERTY</b>	<b>48,473</b>	<b>48,900</b>	<b>34,173</b>	<b>0</b>

# CITY OF DONNA, TEXAS

**DEPARTMENT: TABC BUILDING RENTAL OPERATIONS**

**FUND: 62 ALLIANCE INT'L BRIDGE**

	PRIOR YR ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED REV/EXP 2016-2017	CITY COUNCIL APPROVED 2017-2018
<b><u>TABC BUILDING RENTAL OPERATIONS</u></b>				
62-5753-4303 A/C &/OR HEATING MAINT & REPAIRS	270	1,000	745	1,000
62-5753-4304 BUILDING REPAIRS	263	1,000	852	1,000
62-5753-4311 GROUNDS MAINTENANCE & REPAIRS	792	1,000	376	1,000
62-5753-4314 MINOR PROPERTY IMPROVEMENTS	299	1,000	0	0
TOTAL TABC BUILDING RENTAL OPERATIONS	1,624	4,000	1,973	3,000
<b>TOTAL TABC BUILDING RENTAL OPERATIONS</b>	<b><u>1,624</u></b>	<b><u>4,000</u></b>	<b><u>1,973</u></b>	<b><u>3,000</u></b>

**CITY OF DONNA, TEXAS**

**DEPARTMENT: TRANSFERS, DEPRECIATION, NON-DEPT.**

**FUND: 62 ALLIANCE INT'L BRIDGE**

	<b>PRIOR YR ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED REV/EXP 2016-2017</b>	<b>CITY COUNCIL APPROVED 2017-2018</b>
<b><u>DEBT SERVICE</u></b>				
62-5895-4516 ISSUANCE COST	339,551	0	0	0
62-5895-4899 FISCAL AGENT FEE	6,000	0	0	0
62-5895-6101 SOS PRINCIPAL PAYMENTS	1,600,000	0	0	112,650
62-5895-6303 SUNTRUST EQUIP. LEASE P & I	54	0	0	0
62-5895-6401 INTEREST ON SOS CLAIMS	21,964	0	0	63,830
62-5895-6504 INTEREST ON 2016 COMB. TAX REV.	(33,921)	0	0	0
62-5895-6616 INTEREST 2016 CO'S	4,886	0	0	0
TOTAL DEBT SERVICE	1,938,534	0	0	176,480
<b><u>TRANSFERS OUT</u></b>				
62-5919-7141 TRANSFERS TO DEBT SERVICE	1,083,823	1,105,000	1,105,000	1,500,000
62-5919-7148 TRANSFERS TO FINANCIAL FUND	13,655	0	0	0
TOTAL TRANSFERS OUT	1,097,478	1,105,000	1,105,000	1,500,000
<b><u>DEPRECIATION/AMORTIZATION</u></b>				
62-5978-6513 2016 REFUNDING LOSS	37,723	0	0	0
62-5978-6516 AMORT. DISCOUNT, PREMIUM, INS.	(50,869)	0	0	0
TOTAL DEPRECIATION/AMORTIZATION	(13,146)	0	0	0
<b><u>DEPRECIATION</u></b>				
62-5985-5700 DEPRECIATION EXPENSE	816,977	0	0	0
TOTAL DEPRECIATION	816,977	0	0	0
<b><u>NON-DEPARTMENTAL</u></b>				
62-5995-4502 GENERAL LIABILITY AND BONDS	8,083	14,500	7,877	7,880
62-5995-4516 LEGAL	49,273	50,000	4,500	7,000
62-5995-4522 AUDIT SERVICES	10,315	12,000	11,412	9,412
62-5995-4560 CONSULTANT FEES	107,051	176,154	154,325	140,000
62-5995-4595 BANK SERVICE CHARGES	3,475	0	3,751	3,600
TOTAL NON-DEPARTMENTAL	178,196	252,654	181,865	167,892
<b>TOTAL DEBT SERVICE, TRANSFERS OUT, DEPR. &amp; NON-DEPT.</b>	<b>4,018,039</b>	<b>1,357,654</b>	<b>1,286,865</b>	<b>1,844,372</b>

# **FIVE YEAR CAPITAL IMPROVEMENT PROGRAM**

**FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM SCHEDULE  
FISCAL YEARS 2018 THROUGH 2022**

Item #	PROJECT	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	TOTAL	FUNDING SOURCE
	<b><u>PAVING PROJECTS</u></b>							
1	North Hutto Road - Overlay	1,500,000					1,500,000	CO's
2	North Valley View Road - Overlay	300,000					300,000	CO's
3	Champion Road - Pave Road		1,500,000				1,500,000	CO's
	<b><u>DRAINAGE PROJECTS</u></b>							
4	The Shoppes at 493		100,000	50,000	50,000		200,000	CO's
5	Love's Travel Stop		600,000				600,000	CO's
	<b><u>WATER &amp; SEWER</u></b>							
6	Rehabilitation of Water Plant		4,500,000				4,500,000	CO's
7	New 1 Million Water Tank & Water line extension	2,100,000					2,100,000	CO's
8	Smart Water Meters replacement project	500,000					500,000	CO's
	<b><u>FINANCE</u></b>							
9	Kiosk System and Form Buster	52,000					52,000	TN's
	<b><u>INFORMATION TECHNOLOGY</u></b>							
10	Hardware	233,500			150,000		383,500	TN's
11	Software	170,500			50,000		220,500	TN's
	<b><u>FIRE DEPARTMENT</u></b>							
12	Fire Department Building (Bays)	700,000					700,000	CO's
13	Ladder Truck	666,487					666,487	TN's
	<b><u>CODE ENFORCEMENT</u></b>							
14	Vehicles	40,000					40,000	CO's
	<b><u>LIBRARY</u></b>							
15	A/C Units	5,000					5,000	CO's
	<b><u>POLICE DEPARTMENT</u></b>							
16	Vehicles	200,000			200,000		400,000	TN's
17	Equipment	27,690			27,690		55,380	TN's
	<b><u>PUBLIC WORKS</u></b>							
18	Paving Equipment	250,000					250,000	TN's
19	Light Towers	80,000					80,000	TN's
20	Street Sweeper	250,000					250,000	TN's
21	Street Sprayer	175,000					175,000	TN's
	<b><u>PARKS</u></b>							
22	Development of Big Joe Park		100,000		100,000		200,000	GRNT
23	Altas Palmas Park extension improvements		150,000		150,000		300,000	GRNT
	<b><u>INTERNATIONAL BRIDGE</u></b>							
24	South-Bound Empty Inspection Facility	6,000,000					6,000,000	Tx-DOT
25	North Bound Empty Inspection Facility	13,000,000					13,000,000	Tx-DOT
26	So. & North Bound Fully-Loaded Inspection Facility		30,000,000				30,000,000	Tx-DOT
27	2 Additional Lanes at International Bridge		1,500,000				1,500,000	Tx-DOT

**FUNDING SOURCE LEGEND**

CO'S - Certificates of Obligation

TN - Tax Notes

Tx-DOT --Texas Department of Transportation

GRNT-- Grants

## **CITY OF DONNA CAPITAL PROGRAMS BY DESCRIPTION**

### **PAVING PROJECTS:**

- Item 1. Scrap, remove existing hot mix and overlay
- Item 2. Remove existing 18" RCP pipe and install 24" RCP pipe
- Item 3. Scrap, remove existing hot mix and overlay.

### **DRAINAGE PROJECTS:**

- Item 4. Water Line and Sewer line extensions.
- Item 5. Water Line and Sewer line extensions.

### **WATER & SEWER:**

- Item 6. Rehabilitation of City Water Plant.
- Item 7. New Water Tower to provide water to north-side of town.
- Item 8. New smart water meters for more accurate measurement of usage.

### **FINANCE:**

- Item 9. Kiosk System for resident bill/ticket payment center, Form Buster

### **INFORMATION TECHNOLOGY:**

- Item 10. Library Servers, PC's, Incode Servers
- Item 11. Various City-Wide software's

### **FIRE:**

- Item 12. Additional Bays at Fire Station
- Item 13. Ladder Truck

### **CODE ENFORCEMENT:**

- Item 14. Vehicles

### **LIBRARY:**

- Item 15. A/C Units

### **POLICE DEPARTMENT:**

- Item 16. Patrol Vehicles Replacement
- Item 17. Police Rifles, K-9 contraband detector, Various Equipment

### **PUBLIC WORKS:**

- Item 18. Various Street Paving Equipment
- Item 19. Light Towers for various City functions and events
- Item 20. City Street Sweeper
- Item 21. City Street Sprayer

### **PARKS:**

- Item 22. Addition of fitness stations and walking trails to Big Joe Park.
- Item 23. Addition of baseball and soccer fields

### **INTERNATIONAL BRIDGE:**

- Item 24. Inspection facility for south-bound empty truck traffic.
- Item 25. Inspection facility for north-bound empty truck traffic.
- Item 26. Inspection facility expansion for the preparation of south & north bound fully-loaded trucks.
- Item 27. Two additional lanes at the International Bridge.



**GENERAL OBLIGATION BONDS  
DEBT SCHEDULES**

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>RECAP</b>	<b>FUND: DEBT SERVICE</b>
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## GENERAL OBLIGATION BONDS MATURITY SCHEDULE RECAP

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				7,322,000.00
2/1/2018	431,160.00	145,876.44	577,036.44	6,890,840.00
8/1/2018		129,494.34	129,494.34	
2/1/2019	438,600.00	129,494.34	568,094.34	6,452,240.00
8/1/2019		124,609.02	124,609.02	
2/1/2020	459,560.00	124,608.93	584,168.93	5,992,680.00
8/1/2020		118,694.10	118,694.10	
2/1/2021	465,440.00	118,694.10	584,134.10	5,527,240.00
8/1/2021		111,445.71	111,445.71	
2/1/2022	417,960.00	111,445.71	529,405.71	5,109,280.00
8/1/2022		104,436.48	104,436.48	
2/1/2023	419,360.00	104,436.48	523,796.48	4,689,920.00
8/1/2023		97,375.96	97,375.96	
2/1/2024	427,400.00	97,375.96	524,775.96	4,262,520.00
8/1/2024		90,141.68	90,141.68	
2/1/2025	455,520.00	90,141.68	545,661.68	3,807,000.00
8/1/2025		82,477.50	82,477.50	
2/1/2026	289,000.00	82,477.50	371,477.50	3,518,000.00
8/1/2026		76,185.00	76,185.00	
2/1/2027	303,000.00	76,185.00	379,185.00	3,215,000.00
8/1/2027		69,587.50	69,587.50	
2/1/2028	316,000.00	69,587.50	385,587.50	2,899,000.00
8/1/2028		62,705.00	62,705.00	
2/1/2029	330,000.00	62,705.00	392,705.00	2,569,000.00
8/1/2029		55,517.50	55,517.50	
2/1/2030	344,000.00	55,517.50	399,517.50	2,225,000.00
8/1/2030		48,025.00	48,025.00	
2/1/2031	358,000.00	48,025.00	406,025.00	1,867,000.00
8/1/2031		40,227.50	40,227.50	
2/1/2032	377,000.00	40,227.50	417,227.50	1,490,000.00
8/1/2032		32,012.50	32,012.50	
2/1/2033	391,000.00	32,012.50	423,012.50	1,099,000.00
8/1/2033		23,492.50	23,492.50	
2/1/2034	411,000.00	23,492.50	434,492.50	688,000.00
8/1/2034		14,535.00	14,535.00	
2/1/2035	431,000.00	14,535.00	445,535.00	257,000.00
8/1/2035		5,140.00	5,140.00	
2/1/2036	126,000.00	5,140.00	131,140.00	131,000.00
8/1/2036		2,620.00	2,620.00	
2/1/2037	131,000.00	2,620.00	133,620.00	0.00
	<u>7,322,000.00</u>	<u>2,723,320.92</u>	<u>10,045,320.92</u>	

**CITY OF DONNA, TEXAS**

<b>ISSUANCE:</b>	<b>LIMITED TAX REFUNDING BONDS</b>	<b>FUND: DEBT SERVICE</b>
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**MATURITY SCHEDULE**

<b>TYPE:</b>	Limited Tax Refunding Bonds	<b>SERIES:</b>	2012
<b>DATED:</b>	July 31, 2012	<b>AMOUNT:</b>	\$ 4,775,000.00

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				1,260,600.00
2/1/2018	149,160.00	17,900.52	167,060.52	1,111,440.00
8/1/2018		15,782.45	15,782.45	
2/1/2019	138,600.00	15,782.45	154,382.45	972,840.00
8/1/2019		13,814.33	13,814.33	
2/1/2020	155,760.00	13,814.33	169,574.33	817,080.00
8/1/2020		11,602.54	11,602.54	
2/1/2021	147,840.00	11,602.54	159,442.54	669,240.00
8/1/2021		9,503.21	9,503.21	
2/1/2022	168,960.00	9,503.21	178,463.21	500,280.00
8/1/2022		7,103.98	7,103.98	
2/1/2023	162,360.00	7,103.98	169,463.98	337,920.00
8/1/2023		4,798.46	4,798.46	
2/1/2024	158,400.00	4,798.46	163,198.46	179,520.00
8/1/2024		2,549.18	2,549.18	
2/1/2025	179,520.00	2,549.18	182,069.18	0.00
	<u>1,260,600.00</u>	<u>148,208.81</u>	<u>1,408,808.81</u>	

THIS IS 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**

**ISSUANCE:**

**2014 TAX NOTES**

**FUND: DEBT SERVICE**

**MATURITY SCHEDULE**

TYPE:	Tax Notes	SERIES:	2014	
DATED:	December 1, 2014	AMOUNT:	\$1,200,000.00	
			PRINCIPAL	
DATE	PRINCIPAL	INTEREST	TOTAL	BALANCE
9/30/2017				293,400.00
2/1/2018	72,000.00	2,596.59	74,596.59	221,400.00
8/1/2018		1,959.39	1,959.39	
2/1/2019	72,000.00	1,959.39	73,959.39	149,400.00
8/1/2019		1,322.19	1,322.19	
2/1/2020	73,800.00	1,322.10	75,122.10	75,600.00
8/1/2020		669.06	669.06	
2/1/2021	75,600.00	669.06	76,269.06	0.00
	293,400.00	10,497.78	303,897.78	*

\*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

<b>ISSUANCE:</b>	<b>CERTIFICATES OF OBLIGATION</b>	<b>FUND: DEBT SERVICE</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Certificates of Obligation	<b>SERIES:</b>	2015
<b>DATED:</b>	July 15, 2015	<b>AMOUNT:</b>	\$4,065,000.00

DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE
9/30/2017				3,920,000.00
2/15/2018	155,000.00	80,387.50	235,387.50	3,765,000.00
8/15/2018		78,837.50	78,837.50	
2/15/2019	160,000.00	78,837.50	238,837.50	3,605,000.00
8/15/2019		77,237.50	77,237.50	
2/15/2020	160,000.00	77,237.50	237,237.50	3,445,000.00
8/15/2020		75,237.50	75,237.50	
2/15/2021	170,000.00	75,237.50	245,237.50	3,275,000.00
8/15/2021		71,837.50	71,837.50	
2/15/2022	175,000.00	71,837.50	246,837.50	3,100,000.00
8/15/2022		68,337.50	68,337.50	
2/15/2023	180,000.00	68,337.50	248,337.50	2,920,000.00
8/15/2023		64,737.50	64,737.50	
2/15/2024	190,000.00	64,737.50	254,737.50	2,730,000.00
8/15/2024		60,937.50	60,937.50	
2/15/2025	195,000.00	60,937.50	255,937.50	2,535,000.00
8/15/2025		57,037.50	57,037.50	
2/15/2026	205,000.00	57,037.50	262,037.50	2,330,000.00
8/15/2026		52,425.00	52,425.00	
2/15/2027	215,000.00	52,425.00	267,425.00	2,115,000.00
8/15/2027		47,587.50	47,587.50	
2/15/2028	225,000.00	47,587.50	272,587.50	1,890,000.00
8/15/2028		42,525.00	42,525.00	
2/15/2029	235,000.00	42,525.00	277,525.00	1,655,000.00
8/15/2029		37,237.50	37,237.50	
2/15/2030	245,000.00	37,237.50	282,237.50	1,410,000.00
8/15/2030		31,725.00	31,725.00	
2/15/2031	255,000.00	31,725.00	286,725.00	1,155,000.00
8/15/2031		25,987.50	25,987.50	
2/15/2032	270,000.00	25,987.50	295,987.50	885,000.00
8/15/2032		19,912.50	19,912.50	
2/15/2033	280,000.00	19,912.50	299,912.50	605,000.00
8/15/2033		13,612.50	13,612.50	
2/15/2034	295,000.00	13,612.50	308,612.50	310,000.00
8/15/2034		6,975.00	6,975.00	
2/15/2035	310,000.00	6,975.00	316,975.00	0.00
	<u>3,920,000.00</u>	<u>1,744,762.50</u>	<u>5,664,762.50</u>	

### ANNUAL CONTRIBUTION FROM

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

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

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>CERTIFICATES OF OBLIGATION 2017</b>	<b>FUND: DEBT SERVICE</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Certificates of Obligation	<b>SERIES:</b>	2017
<b>DATED:</b>	May 15, 2017	<b>AMOUNT:</b>	\$9,240,000.00

DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE
9/30/2017				1,848,000.00
2/15/2018	55,000.00	44,991.83	99,991.83	1,793,000.00
8/15/2018		32,915.00	32,915.00	
2/15/2019	68,000.00	32,915.00	100,915.00	1,725,000.00
8/15/2019		32,235.00	32,235.00	
2/15/2020	70,000.00	32,235.00	102,235.00	1,655,000.00
8/15/2020		31,185.00	31,185.00	
2/15/2021	72,000.00	31,185.00	103,185.00	1,583,000.00
8/15/2021		30,105.00	30,105.00	
2/15/2022	74,000.00	30,105.00	104,105.00	1,509,000.00
8/15/2022		28,995.00	28,995.00	
2/15/2023	77,000.00	28,995.00	105,995.00	1,432,000.00
8/15/2023		27,840.00	27,840.00	
2/15/2024	79,000.00	27,840.00	106,840.00	1,353,000.00
8/15/2024		26,655.00	26,655.00	
2/15/2025	81,000.00	26,655.00	107,655.00	1,272,000.00
8/15/2025		25,440.00	25,440.00	
2/15/2026	84,000.00	25,440.00	109,440.00	1,188,000.00
8/15/2026		23,760.00	23,760.00	
2/15/2027	88,000.00	23,760.00	111,760.00	1,100,000.00
8/15/2027		22,000.00	22,000.00	
2/15/2028	91,000.00	22,000.00	113,000.00	1,009,000.00
8/15/2028		20,180.00	20,180.00	
2/15/2029	95,000.00	20,180.00	115,180.00	914,000.00
8/15/2029		18,280.00	18,280.00	
2/15/2030	99,000.00	18,280.00	117,280.00	815,000.00
8/15/2030		16,300.00	16,300.00	
2/15/2031	103,000.00	16,300.00	119,300.00	712,000.00
8/15/2031		14,240.00	14,240.00	
2/15/2032	107,000.00	14,240.00	121,240.00	605,000.00
8/15/2032		12,100.00	12,100.00	
2/15/2033	111,000.00	12,100.00	123,100.00	494,000.00
8/15/2033		9,880.00	9,880.00	
2/15/2034	116,000.00	9,880.00	125,880.00	378,000.00
8/15/2034		7,560.00	7,560.00	
2/15/2035	121,000.00	7,560.00	128,560.00	257,000.00
8/15/2035		5,140.00	5,140.00	
2/15/2036	126,000.00	5,140.00	131,140.00	131,000.00
8/15/2036		2,620.00	2,620.00	
2/15/2037	131,000.00	2,620.00	133,620.00	0.00
	<u>1,848,000.00</u>	<u>819,851.83</u>	<u>2,667,851.83</u> *	

\*WTR & SWR SHARE 80% OF 2017 C O'S

\*DEBT SERVICE SHARE 20% OF 2017 CO'S

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



# **WATER & SEWER BOND SCHEDULES**

**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>
9/30/2017				20,437,168.00
2/1/2018	943,840.00	405,440.44	1,349,280.44	19,493,328.00
8/1/2018		346,216.38	346,216.38	
2/1/2019	1,018,067.00	346,216.38	1,364,283.38	18,475,261.00
8/1/2019		332,270.53	332,270.53	
2/1/2020	1,087,107.00	332,270.37	1,419,377.37	17,388,154.00
8/1/2020		315,866.54	315,866.54	
2/1/2021	1,127,893.00	315,866.54	1,443,759.54	16,260,261.00
8/1/2021		298,935.60	298,935.60	
2/1/2022	1,065,373.00	298,935.60	1,364,308.60	15,194,888.00
8/1/2022		282,125.25	282,125.25	
2/1/2023	1,110,640.00	282,125.25	1,392,765.25	14,084,248.00
8/1/2023		264,697.77	264,697.77	
2/1/2024	1,159,266.00	264,697.77	1,423,963.77	12,924,982.00
8/1/2024		246,603.64	246,603.64	
2/1/2025	1,199,480.00	246,603.64	1,446,083.64	11,725,502.00
8/1/2025		227,561.83	227,561.83	
2/1/2026	912,665.00	227,561.83	1,140,226.83	10,812,837.00
8/1/2026		211,552.17	211,552.17	
2/1/2027	952,000.00	211,552.17	1,163,552.17	9,860,837.00
8/1/2027		194,379.69	194,379.69	
2/1/2028	978,165.00	194,379.69	1,172,544.69	8,882,672.00
8/1/2028		176,202.12	176,202.12	
2/1/2029	1,017,500.00	176,202.12	1,193,702.12	7,865,172.00
8/1/2029		157,168.39	157,168.39	
2/1/2030	1,061,000.00	157,168.39	1,218,168.39	6,804,172.00
8/1/2030		136,422.66	136,422.66	
2/1/2031	1,104,500.00	136,422.66	1,240,922.66	5,699,672.00
8/1/2031		111,101.20	111,101.20	
2/1/2032	1,156,335.00	111,101.20	1,267,436.20	4,543,337.00
8/1/2032		84,574.40	84,574.40	
2/1/2033	1,204,832.00	84,574.40	1,289,406.40	3,338,505.00
8/1/2033		60,887.42	60,887.42	
2/1/2034	972,335.00	60,887.42	1,033,222.42	2,366,170.00
8/1/2034		43,052.45	43,052.45	
2/1/2035	904,835.00	43,052.45	947,887.45	1,461,335.00
8/1/2035		27,059.97	27,059.97	
2/1/2036	937,335.00	27,059.97	964,394.97	524,000.00
8/1/2036		10,480.00	10,480.00	
2/1/2037	524,000.00	10,480.00	534,480.00	0.00
	<u>20,437,168.00</u>	<u>7,459,756.32</u>	<u>27,896,924.32</u>	

THIS SCHEDULE INCLUDES 2014 TAX NOTES



# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>COMBINATION TAX &amp; REVENUE CO'S</b>	<b>FUND: WATER &amp; SEWER</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Combination Tax & Revenue CO's	<b>SERIES:</b>	2009
<b>DATED:</b>	August 11, 2009	<b>AMOUNT:</b>	\$ 5,500,000.00

DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE
9/30/2017				4,280,000.00
2/1/2018	180,000.00	100,359.00	280,359.00	4,100,000.00
8/1/2018		96,480.00	96,480.00	
2/1/2019	190,000.00	96,480.00	286,480.00	3,910,000.00
8/1/2019		92,290.50	92,290.50	
2/1/2020	200,000.00	92,290.50	292,290.50	3,710,000.00
8/1/2020		87,830.50	87,830.50	
2/1/2021	210,000.00	87,830.50	297,830.50	3,500,000.00
8/1/2021		83,095.00	83,095.00	
2/1/2022	215,000.00	83,095.00	298,095.00	3,285,000.00
8/1/2022		78,246.75	78,246.75	
2/1/2023	225,000.00	78,246.75	303,246.75	3,060,000.00
8/1/2023		73,116.75	73,116.75	
2/1/2024	235,000.00	73,116.75	308,116.75	2,825,000.00
8/1/2024		67,700.00	67,700.00	
2/1/2025	250,000.00	67,700.00	317,700.00	2,575,000.00
8/1/2025		61,875.00	61,875.00	
2/1/2026	260,000.00	61,875.00	321,875.00	2,315,000.00
8/1/2026		55,752.00	55,752.00	
2/1/2027	275,000.00	55,752.00	330,752.00	2,040,000.00
8/1/2027		49,275.75	49,275.75	
2/1/2028	285,000.00	49,275.75	334,275.75	1,755,000.00
8/1/2028		42,492.75	42,492.75	
2/1/2029	300,000.00	42,492.75	342,492.75	1,455,000.00
8/1/2029		35,277.75	35,277.75	
2/1/2030	315,000.00	35,277.75	350,277.75	1,140,000.00
8/1/2030		27,702.00	27,702.00	
2/1/2031	330,000.00	27,702.00	357,702.00	810,000.00
8/1/2031		19,683.00	19,683.00	
2/1/2032	345,000.00	19,683.00	364,683.00	465,000.00
8/1/2032		11,299.50	11,299.50	
2/1/2033	365,000.00	11,299.50	376,299.50	100,000.00
8/1/2033		2,430.00	2,430.00	
2/1/2034	100,000.00	2,430.00	102,430.00	0
	4,280,000.00	1,869,453.50	6,149,453.50	

PAYABLE AT: Zions First National Bank  
1221 Mckinney Street  
Houston Tx 77010

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>LIMITED TAX REFUNDING BONDS</b>	<b>FUND: WATER &amp; SEWER</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Limited Tax Refunding Bonds	<b>SERIES:</b>	2012
<b>DATED:</b>	July 31, 2012	<b>AMOUNT:</b>	\$ 4,775,000.00

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				3,514,400.00
2/1/2018	415,840.00	49,904.48	465,744.48	3,098,560.00
8/1/2018		43,999.55	43,999.55	
2/1/2019	386,400.00	43,999.55	430,399.55	2,712,160.00
8/1/2019		38,512.67	38,512.67	
2/1/2020	434,240.00	38,512.67	472,752.67	2,277,920.00
8/1/2020		32,346.46	32,346.46	
2/1/2021	412,160.00	32,346.46	444,506.46	1,865,760.00
8/1/2021		26,493.79	26,493.79	
2/1/2022	471,040.00	26,493.79	497,533.79	1,394,720.00
8/1/2022		19,805.02	19,805.02	
2/1/2023	452,640.00	19,805.02	472,445.02	942,080.00
8/1/2023		13,377.54	13,377.54	
2/1/2024	441,600.00	13,377.54	454,977.54	500,480.00
8/1/2024		7,106.82	7,106.82	
2/1/2025	500,480.00	7,106.82	507,586.82	0
	<u>3,514,400.00</u>	<u>413,188.19</u>	<u>3,927,588.19</u>	

THIS IS WATER & SEWER SHARE .7360 OF 2012 REFUNDING BOND

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

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>2014 TAX NOTES</b>	<b>FUND: WATER &amp; SEWER</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	<b>Tax Notes</b>		<b>SERIES:</b>	<b>2014</b>
<b>DATED:</b>	<b>December 18, 2014</b>		<b>AMOUNT:</b>	<b>\$ 1,200,000.00</b>

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				521,600.00
2/1/2018	128,000.00	4,616.16	132,616.16	393,600.00
8/1/2018		3,483.36	3,483.36	
2/1/2019	128,000.00	3,483.36	131,483.36	265,600.00
8/1/2019		2,350.56	2,350.56	
2/1/2020	131,200.00	2,350.40	133,550.40	134,400.00
8/1/2020		1,189.44	1,189.44	
2/1/2021	134,400.00	1,189.44	135,589.44	0.00
	<u>521,600.00</u>	<u>18,662.72</u>	<u>540,262.72</u>	

\*

\*WATER & SEWER SHARE 64% OF 2014 TAX NOTES

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

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>CERTIFICATES OF OF OBLIGATION</b>	<b>FUND: WATER &amp; SEWER</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Certificates of Obligation	<b>SERIES:</b>	2016
<b>DATED:</b>	June 21, 2016	<b>AMOUNT:</b>	\$ 6,000,000.00

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				4,729,168.00
2/15/2018	-	70,593.47	70,593.47	4,729,168.00
8/15/2018		70,593.47	70,593.47	
2/15/2019	41,667.00	70,593.47	112,260.47	4,687,501.00
8/15/2019		70,176.80	70,176.80	
2/15/2020	41,667.00	70,176.80	111,843.80	4,645,834.00
8/15/2020		69,760.14	69,760.14	
2/15/2021	83,333.00	69,760.14	153,093.14	4,562,501.00
8/15/2021		68,926.81	68,926.81	
2/15/2022	83,333.00	68,926.81	152,259.81	4,479,168.00
8/15/2022		68,093.48	68,093.48	
2/15/2023	125,000.00	68,093.48	193,093.48	4,354,168.00
8/15/2023		66,843.48	66,843.48	
2/15/2024	166,666.00	66,843.48	233,509.48	4,187,502.00
8/15/2024		65,176.82	65,176.82	
2/15/2025	125,000.00	65,176.82	190,176.82	4,062,502.00
8/15/2025		63,926.83	63,926.83	
2/15/2026	316,665.00	63,926.83	380,591.83	3,745,837.00
8/15/2026		60,760.17	60,760.17	
2/15/2027	325,000.00	60,760.17	385,760.17	3,420,837.00
8/15/2027		57,103.94	57,103.94	
2/15/2028	329,165.00	57,103.94	386,268.94	3,091,672.00
8/15/2028		52,989.37	52,989.37	
2/15/2029	337,500.00	52,989.37	390,489.37	2,754,172.00
8/15/2029		48,770.64	48,770.64	
2/15/2030	350,000.00	48,770.64	398,770.64	2,404,172.00
8/15/2030		43,520.66	43,520.66	
2/15/2031	362,500.00	43,520.66	406,020.66	2,041,672.00
8/15/2031		34,458.20	34,458.20	
2/15/2032	383,335.00	34,458.20	417,793.20	1,658,337.00
8/15/2032		24,874.90	24,874.90	
2/15/2033	395,832.00	24,874.90	420,706.90	1,262,505.00
8/15/2033		18,937.42	18,937.42	
2/15/2034	408,335.00	18,937.42	427,272.42	854,170.00
8/15/2034		12,812.45	12,812.45	
2/15/2035	420,835.00	12,812.45	433,647.45	433,335.00
8/15/2035		6,499.97	6,499.97	
2/15/2036	433,335.00	6,499.97	439,834.97	0.00
	<u>4,729,168.00</u>	<u>1,879,044.57</u>	<u>6,608,212.57</u>	*

\*WATER & SWR SHARE .83333 OF 2016 C O'S

\*INTERNATIONAL BRIDGE SHARE.166667 OF 2016 C O'S

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

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>CERTIFICATES OF OBLIGATION 2017</b>	<b>FUND: WATER &amp; SEWER</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Certificates of Obligation	<b>SERIES:</b>	2017
<b>DATED:</b>	May 15, 2017	<b>AMOUNT:</b>	\$ 9,240,000.00

DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE
5/15/2017				7,392,000.00
2/15/2018	220,000.00	179,967.34	399,967.34	7,172,000.00
8/15/2018		131,660.00	131,660.00	
2/15/2019	272,000.00	131,660.00	403,660.00	6,900,000.00
8/15/2019		128,940.00	128,940.00	
2/15/2020	280,000.00	128,940.00	408,940.00	6,620,000.00
8/15/2020		124,740.00	124,740.00	
2/15/2021	288,000.00	124,740.00	412,740.00	6,332,000.00
8/15/2021		120,420.00	120,420.00	
2/15/2022	296,000.00	120,420.00	416,420.00	6,036,000.00
8/15/2022		115,980.00	115,980.00	
2/15/2023	308,000.00	115,980.00	423,980.00	5,728,000.00
8/15/2023		111,360.00	111,360.00	
2/15/2024	316,000.00	111,360.00	427,360.00	5,412,000.00
8/15/2024		106,620.00	106,620.00	
2/15/2025	324,000.00	106,620.00	430,620.00	5,088,000.00
8/15/2025		101,760.00	101,760.00	
2/15/2026	336,000.00	101,760.00	437,760.00	4,752,000.00
8/15/2026		95,040.00	95,040.00	
2/15/2027	352,000.00	95,040.00	447,040.00	4,400,000.00
8/15/2027		88,000.00	88,000.00	
2/15/2028	364,000.00	88,000.00	452,000.00	4,036,000.00
8/15/2028		80,720.00	80,720.00	
2/15/2029	380,000.00	80,720.00	460,720.00	3,656,000.00
8/15/2029		73,120.00	73,120.00	
2/15/2030	396,000.00	73,120.00	469,120.00	3,260,000.00
8/15/2030		65,200.00	65,200.00	
2/15/2031	412,000.00	65,200.00	477,200.00	2,848,000.00
8/15/2031		56,960.00	56,960.00	
2/15/2032	428,000.00	56,960.00	484,960.00	2,420,000.00
8/15/2032		48,400.00	48,400.00	
2/15/2033	444,000.00	48,400.00	492,400.00	1,976,000.00
8/15/2033		39,520.00	39,520.00	
2/15/2034	464,000.00	39,520.00	503,520.00	1,512,000.00
8/15/2034		30,240.00	30,240.00	
2/15/2035	484,000.00	30,240.00	514,240.00	1,028,000.00
8/15/2035		20,560.00	20,560.00	
2/15/2036	504,000.00	20,560.00	524,560.00	524,000.00
8/15/2036		10,480.00	10,480.00	
2/15/2037	524,000.00	10,480.00	534,480.00	0.00
	<u>7,392,000.00</u>	<u>3,279,407.34</u>	<u>10,671,407.34</u>	*

\*WATER & SEWER SHARE 80% OF 2017 C.O.'S

\*DEBT SERVICE SHARE 20% OF 2017 C.O.'S

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

# **INTERNATIONAL BRIDGE BOND SCHEDULES**

**CITY OF DONNA, TEXAS**

**ISSUANCE:**

**RECAP**

**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>
9/30/2017				28,045,832.00
2/15/2018	430,000.00	685,069.03	1,115,069.03	27,615,832.00
8/15/2018		678,619.03	678,619.03	
2/15/2019	458,333.00	678,619.03	1,136,952.03	27,157,499.00
8/15/2019		669,535.70	669,535.70	
2/15/2020	468,333.00	669,535.70	1,137,868.70	26,689,166.00
8/15/2020		657,952.36	657,952.36	
2/15/2021	501,667.00	657,952.36	1,159,619.36	26,187,499.00
8/15/2021		645,660.69	645,660.69	
2/15/2022	591,667.00	645,660.69	1,237,327.69	25,595,832.00
8/15/2022		631,119.02	631,119.02	
2/15/2023	630,000.00	631,119.02	1,261,119.02	24,965,832.00
8/15/2023		615,744.02	615,744.02	
2/15/2024	668,334.00	615,744.02	1,284,078.02	24,297,498.00
8/15/2024		599,535.68	599,535.68	
2/15/2025	685,000.00	599,535.68	1,284,535.68	23,612,498.00
8/15/2025		582,785.67	582,785.67	
2/15/2026	913,335.00	582,785.67	1,496,120.67	22,699,163.00
8/15/2026		560,902.33	560,902.33	
2/15/2027	955,000.00	560,902.33	1,515,902.33	21,744,163.00
8/15/2027		537,921.06	537,921.06	
2/15/2028	1,005,835.00	537,921.06	1,543,756.06	20,738,328.00
8/15/2028		513,598.13	513,598.13	
2/15/2029	1,052,500.00	513,598.13	1,566,098.13	19,685,828.00
8/15/2029		488,129.36	488,129.36	
2/15/2030	1,105,000.00	488,129.36	1,593,129.36	18,580,828.00
8/15/2030		461,204.34	461,204.34	
2/15/2031	1,162,500.00	461,204.34	1,623,704.34	17,418,328.00
8/15/2031		432,141.80	432,141.80	
2/15/2032	1,221,665.00	432,141.80	1,653,806.80	16,196,663.00
8/15/2032		401,600.10	401,600.10	
2/15/2033	1,284,168.00	401,600.10	1,685,768.10	14,912,495.00
8/15/2033		370,287.58	370,287.58	
2/15/2034	1,346,665.00	370,287.58	1,716,952.58	13,565,830.00
8/15/2034		337,437.55	337,437.55	
2/15/2035	1,414,165.00	337,437.55	1,751,602.55	12,151,665.00
8/15/2035		302,925.03	302,925.03	
2/15/2036	1,486,665.00	302,925.03	1,789,590.03	10,665,000.00
8/15/2036		266,625.00	266,625.00	
2/15/2037	1,565,000.00	266,625.00	1,831,625.00	9,100,000.00
8/15/2037		227,500.00	227,500.00	
2/15/2038	1,645,000.00	227,500.00	1,872,500.00	7,455,000.00
8/15/2038		186,375.00	186,375.00	
2/15/2039	1,725,000.00	186,375.00	1,911,375.00	5,730,000.00
8/15/2039		143,250.00	143,250.00	
2/15/2040	1,815,000.00	143,250.00	1,958,250.00	3,915,000.00
8/15/2040		97,875.00	97,875.00	
2/15/2041	1,910,000.00	97,875.00	2,007,875.00	2,005,000.00
8/15/2041		50,125.00	50,125.00	
2/15/2042	2,005,000.00	50,125.00	2,055,125.00	0.00
	<u>28,045,832.00</u>	<u>21,602,767.93</u>	<u>49,648,599.93</u>	

# CITY OF DONNA, TEXAS

<b>ISSUANCE:</b>	<b>CERTIFICATES OF OBLIGATION</b>	<b>FUND: INT'L BRIDGE</b>
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## MATURITY SCHEDULE

<b>TYPE:</b>	Certificates of Obligation	<b>SERIES:</b>	2016
<b>DATED:</b>	May 16, 2016	<b>AMOUNT:</b>	\$ 6,000,000.00

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE</u>
9/30/2017				945,832.00
2/15/2018	-	14,119.03	14,119.03	945,832.00
8/15/2018		14,119.03	14,119.03	
2/15/2019	8,333.00	14,119.03	22,452.03	937,499.00
8/15/2019		14,035.70	14,035.70	
2/15/2020	8,333.00	14,035.70	22,368.70	929,166.00
8/15/2020		13,952.36	13,952.36	
2/15/2021	16,667.00	13,952.36	30,619.36	912,499.00
8/15/2021		13,785.69	13,785.69	
2/15/2022	16,667.00	13,785.69	30,452.69	895,832.00
8/15/2022		13,619.02	13,619.02	
2/15/2023	25,000.00	13,619.02	38,619.02	870,832.00
8/15/2023		13,369.02	13,369.02	
2/15/2024	33,334.00	13,369.02	46,703.02	837,498.00
8/15/2024		13,035.68	13,035.68	
2/15/2025	25,000.00	13,035.68	38,035.68	812,498.00
8/15/2025		12,785.67	12,785.67	
2/15/2026	63,335.00	12,785.67	76,120.67	749,163.00
8/15/2026		12,152.33	12,152.33	
2/15/2027	65,000.00	12,152.33	77,152.33	684,163.00
8/15/2027		11,421.06	11,421.06	
2/15/2028	65,835.00	11,421.06	77,256.06	618,328.00
8/15/2028		10,598.13	10,598.13	
2/15/2029	67,500.00	10,598.13	78,098.13	550,828.00
8/15/2029		9,754.36	9,754.36	
2/15/2030	70,000.00	9,754.36	79,754.36	480,828.00
8/15/2030		8,704.34	8,704.34	
2/15/2031	72,500.00	8,704.34	81,204.34	408,328.00
8/15/2031		6,891.80	6,891.80	
2/15/2032	76,665.00	6,891.80	83,556.80	331,663.00
8/15/2032		4,975.10	4,975.10	
2/15/2033	79,168.00	4,975.10	84,143.10	252,495.00
8/15/2033		3,787.58	3,787.58	
2/15/2034	81,665.00	3,787.58	85,452.58	170,830.00
8/15/2034		2,562.55	2,562.55	
2/15/2035	84,165.00	2,562.55	86,727.55	86,665.00
8/15/2035		1,300.03	1,300.03	
2/15/2036	86,665.00	1,300.03	87,965.03	0.00
	<u>945,832.00</u>	<u>375,817.93</u>	<u>1,321,649.93</u> *	

\*WATER & SEWER SHARE .83 OF 2016 C.O.'S

\*INTERNATIONAL BRIDGE SHARE .17 OF 2016 C.O.'S

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



# CITY OF DONNA, TEXAS

**ISSUANCE: COMBINATION TAX & REVENUE REFUNDING BONDS**

**FUND: INT'L BRIDGE**

## MATURITY SCHEDULE

**TYPE: Comb Tax & Int'l Toll Bridge Rev Ref. Bonds**

**SERIES:**

**2016**

**DATED: June 15, 2016**

**AMOUNT:**

**\$ 27,485,000**

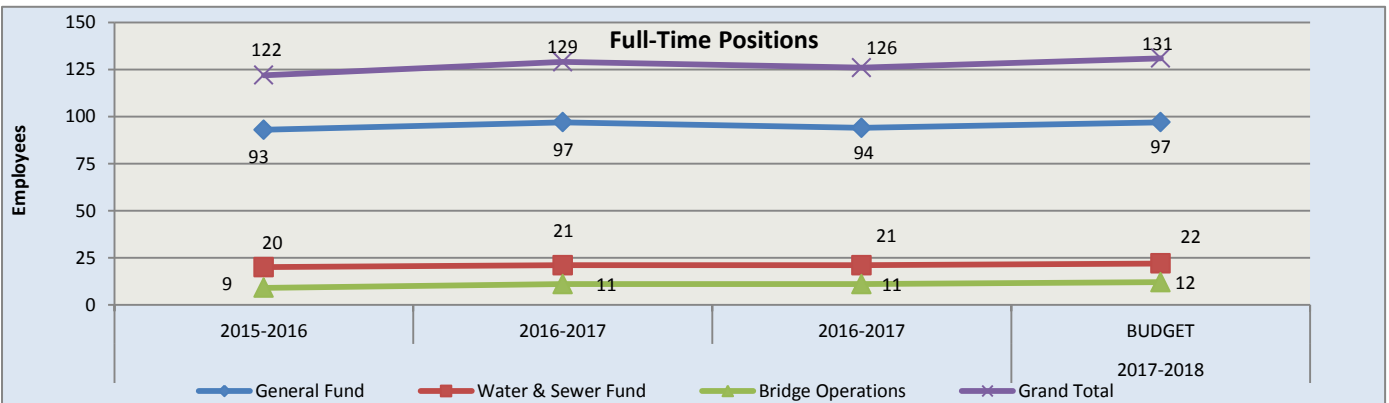
DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE
9/30/2017				27,100,000.00
2/15/2018	430,000.00	670,950.00	1,100,950.00	26,670,000.00
8/15/2018		664,500.00	664,500.00	
2/15/2019	450,000.00	664,500.00	1,114,500.00	26,220,000.00
8/15/2019		655,500.00	655,500.00	
2/15/2020	460,000.00	655,500.00	1,115,500.00	25,760,000.00
8/15/2020		644,000.00	644,000.00	
2/15/2021	485,000.00	644,000.00	1,129,000.00	25,275,000.00
8/15/2021		631,875.00	631,875.00	
2/15/2022	575,000.00	631,875.00	1,206,875.00	24,700,000.00
8/15/2022		617,500.00	617,500.00	
2/15/2023	605,000.00	617,500.00	1,222,500.00	24,095,000.00
8/15/2023		602,375.00	602,375.00	
2/15/2024	635,000.00	602,375.00	1,237,375.00	23,460,000.00
8/15/2024		586,500.00	586,500.00	
2/15/2025	660,000.00	586,500.00	1,246,500.00	22,800,000.00
8/15/2025		570,000.00	570,000.00	
2/15/2026	850,000.00	570,000.00	1,420,000.00	21,950,000.00
8/15/2026		548,750.00	548,750.00	
2/15/2027	890,000.00	548,750.00	1,438,750.00	21,060,000.00
8/15/2027		526,500.00	526,500.00	
2/15/2028	940,000.00	526,500.00	1,466,500.00	20,120,000.00
8/15/2028		503,000.00	503,000.00	
2/15/2029	985,000.00	503,000.00	1,488,000.00	19,135,000.00
8/15/2029		478,375.00	478,375.00	
2/15/2030	1,035,000.00	478,375.00	1,513,375.00	18,100,000.00
8/15/2030		452,500.00	452,500.00	
2/15/2031	1,090,000.00	452,500.00	1,542,500.00	17,010,000.00
8/15/2031		425,250.00	425,250.00	
2/15/2032	1,145,000.00	425,250.00	1,570,250.00	15,865,000.00
8/15/2032		396,625.00	396,625.00	
2/15/2033	1,205,000.00	396,625.00	1,601,625.00	14,660,000.00
8/15/2033		366,500.00	366,500.00	
2/15/2034	1,265,000.00	366,500.00	1,631,500.00	13,395,000.00
8/15/2034		334,875.00	334,875.00	
2/15/2035	1,330,000.00	334,875.00	1,664,875.00	12,065,000.00
8/15/2035		301,625.00	301,625.00	
2/15/2036	1,400,000.00	301,625.00	1,701,625.00	10,665,000.00
8/15/2036		266,625.00	266,625.00	
2/15/2037	1,565,000.00	266,625.00	1,831,625.00	9,100,000.00
8/15/2037		227,500.00	227,500.00	
2/15/2038	1,645,000.00	227,500.00	1,872,500.00	7,455,000.00
8/15/2038		186,375.00	186,375.00	
2/15/2039	1,725,000.00	186,375.00	1,911,375.00	5,730,000.00
8/15/2039		143,250.00	143,250.00	
2/15/2040	1,815,000.00	143,250.00	1,958,250.00	3,915,000.00
8/15/2040		97,875.00	97,875.00	
2/15/2041	1,910,000.00	97,875.00	2,007,875.00	2,005,000.00
8/15/2041		50,125.00	50,125.00	
2/15/2042	2,005,000.00	50,125.00	2,055,125.00	-
	<u>27,100,000.00</u>	<u>21,226,950.00</u>	<u>48,326,950.00</u>	

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

**PERSONNEL SUMMARIES STAFFING  
BY DEPARTMENTS**

**CITY OF DONNA  
PERSONNEL SUMMARY  
FISCAL YEAR 2015-2016, 2016-2017, AND 2017-2018**

	FISCAL YEAR 2015-2016 ACTUAL		FISCAL YEAR 2016-2017 BUDGET		FISCAL YEAR 2016-2017 ACTUAL		FISCAL YEAR 2017-2018 BUDGET	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
CITY MANAGER	1	0	2	0	2	0	3	0
MUNICIPAL COURT	2	0	2	0	2	0	2	0
FINANCE	6	0	6	0	6	0	6	0
INFORMATION TECHNOLOGY	1	0	2	0	2	0	2	0
CITY HALL	2	1	2	1	2	0	2	0
CITY SECRETARY	2	0	2	0	1	0	1	0
TAX ASSESSOR-COLLECTOR	1	0	1	0	1	0	1	0
POLICE	45	0	45	0	46	0	46	0
FIRE DEPARTMENT	2	0	2	0	2	0	2	0
PLANNING & DEVELOPMENT	2	0	3	0	2	0	2	0
INSPECTIONS	0	0	1	0	1	0	1	0
PUBLIC WORKS	16	0	16	1	16	1	17	1
CITY VEHICLE MAINTENANCE	1	0	1	0	1	0	1	0
PARKS & RECREATION	3	20	3	18	2	28	2	28
SWIMMING POOL	0	9	0	7	0	17	0	14
CODE ENF & HEALTH INSPECTIONS	2	0	2	0	2	0	2	0
ANIMAL CONTROL	1	0	1	0	1	0	1	0
CEMETERY	2	0	2	0	1	0	2	0
LIBRARY	4	3	4	3	4	3	4	3
<b>GENERAL FUND TOTAL</b>	<b>93</b>	<b>33</b>	<b>97</b>	<b>30</b>	<b>94</b>	<b>49</b>	<b>97</b>	<b>46</b>
<b>WATER &amp; SEWER FUND</b>								
ADMINISTRATION WATER & SEWER	2	0	2	0	2	0	2	0
WATER DISTRIBUTION	5	0	5	0	5	0	5	0
SEWER COLLECTION	4	0	4	0	4	0	4	0
WASTE WATER TREATMENT PLANT	2	0	3	0	3	0	3	0
WATER TREATMENT PLANT	4	0	5	0	4	0	5	0
UTILITY BILLING & COLLECTIONS	3	0	2	0	3	0	3	0
<b>UTILITY FUND TOTAL</b>	<b>20</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>22</b>	<b>0</b>
BRIDGE OPERATIONS	9	0	11	2	11	1	12	1
<b>BRIDGE OPERATIONS TOTAL</b>	<b>9</b>	<b>0</b>	<b>11</b>	<b>2</b>	<b>11</b>	<b>1</b>	<b>12</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>122</b>	<b>33</b>	<b>129</b>	<b>32</b>	<b>126</b>	<b>50</b>	<b>131</b>	<b>47</b>



**CITY OF DONNA**  
**PERSONNEL SUMMARY**  
**FISCAL YEAR 2015-2016, 2016-2017, AND 2017-2018**

<b><u>DEPARTMENT POSITIONS</u></b>	<b>FISCAL YEAR 2015-2016 ACTUAL</b>		<b>FISCAL YEAR 2016-2017 BUDGET</b>		<b>FISCAL YEAR 2016-2017 ACTUAL</b>		<b>FISCAL YEAR 2017-2018 BUDGET</b>	
	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>
<b><u>CITY MANAGER</u></b>								
ADMINISTRATIVE ASSISTANT	1		1		1		1	
ASSISTANT CITY MANAGER	0		0		0		1	
CITY MANAGER	0		1		1		1	
	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>0</b>
<b><u>MUNICIPAL COURT</u></b>								
CLERK	1		1		1		1	
MUNICIPAL COURT CLERK	1		1		1		1	
	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b><u>FINANCE</u></b>								
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	
	<b>6</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>0</b>
<b><u>INFORMATION TECHNOLOGY</u></b>								
DIRECTOR OF INFORMATION TECH.	1		1		1		1	
IT TECH SPECIALIST	0		1		1		1	
	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b><u>CITY HALL</u></b>								
CASHIER	2		2		1		1	
CUSTODIAN	0	1	0	1	1		1	
	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b><u>CITY SECRETARY</u></b>								
CITY SECRETARY	1		1		1		1	
CLERK	1		1		0		0	
	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b><u>TAX ASSESSOR/COLLECTOR</u></b>								
TAX ASSESSOR/COLLECTOR	1		1		1		1	
	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b><u>POLICE</u></b>								
ADMINISTRATIVE ASSISTANT	1		1		2		2	
CAPTAIN	1		1		1		1	
CUSTODIAN	1		1		1		1	
DISPATCHER	4		4		4		4	
DISPATCHER SUPERVISOR	1		1		1		1	
JAILER	3		3		3		3	
LIEUTENANT	1		1		1		1	
POLICE CHIEF	1		1		1		1	
POLICE OFFICER	31		31		31		31	
RECORDS CLERK	1		1		1		1	
	<b>45</b>	<b>0</b>	<b>45</b>	<b>0</b>	<b>46</b>	<b>0</b>	<b>46</b>	<b>0</b>

**CITY OF DONNA**  
**PERSONNEL SUMMARY**  
**FISCAL YEAR 2015-2016, 2016-2017, AND 2017-2018**

<b><u>DEPARTMENT POSITIONS</u></b>	<b>FISCAL YEAR 2015-2016 ACTUAL</b>		<b>FISCAL YEAR 2016-2017 BUDGET</b>		<b>FISCAL YEAR 2016-2017 ACTUAL</b>		<b>FISCAL YEAR 2017-2018 BUDGET</b>	
	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>	<b>F/T</b>	<b>P/T</b>
<b><u>VOLUNTEER FIRE DEPT.</u></b>								
MAINTENANCE	2		2		2		2	
	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<b><u>PLANNING &amp; DEVELOPMENT</u></b>								
DIRECTOR OF PLANNING	1		1		1		1	
PLANNER 1	1		1		0		0	
PLANNER 2	0		1		1		1	
	<u>2</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
<b><u>INSPECTIONS</u></b>								
CITY INSPECTOR	0		1		1		1	
	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>
<b><u>PUBLIC WORKS</u></b>								
ADMINISTRATIVE ASSISTANT	1		1		1		2	
CUSTODIAN				1		1		1
HEAVY EQUIPMENT OPERATOR	5		5		5		5	
LABORER	9		9		9		9	
MAINTENANCE SUPERVISOR	1		1		1		1	
	<u>16</u>	<u>0</u>	<u>16</u>	<u>1</u>	<u>16</u>	<u>1</u>	<u>17</u>	<u>1</u>
<b><u>VEHICLE MAINTENANCE</u></b>								
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>
<b><u>PARKS &amp; RECREATION</u></b>								
ADMINISTRATIVE ASSISTANT	1		1		0		0	
LABORER	2		2		2		2	
SUMMER LEADERS		19		15		25		25
SUMMER PROGRAM COORDINATOR		1		2		2		2
SUMMER PROGRAM SUPERVISOR				1		1		1
	<u>3</u>	<u>20</u>	<u>3</u>	<u>18</u>	<u>2</u>	<u>28</u>	<u>2</u>	<u>28</u>
<b><u>SWIMMING POOL</u></b>								
LIFEGUARD SUPERVISOR		1		1	0	1		1
LIFEGUARD		7		5	0	14		11
POOL CASHIER		1	0	1	0	2		2
	<u>0</u>	<u>9</u>	<u>0</u>	<u>7</u>	<u>0</u>	<u>17</u>	<u>0</u>	<u>14</u>
<b><u>CODE ENFORCEMENT &amp; HEALTH INSPECTION</u></b>								
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>
<b><u>ANIMAL CONTROL</u></b>								
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>
<b><u>CEMETERY</u></b>								
LABORER	2		2		1		2	
	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>0</u>

**CITY OF DONNA  
PERSONNEL SUMMARY  
FISCAL YEAR 2015-2016, 2016-2017, AND 2017-2018**

	FISCAL YEAR 2015-2016 ACTUAL		FISCAL YEAR 2016-2017 BUDGET		FISCAL YEAR 2016-2017 ACTUAL		FISCAL YEAR 2017-2018 BUDGET	
<u>DEPARTMENT POSITIONS</u>	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
<u>LIBRARY</u>								
CLERK	2	2	2	2	2	2	2	2
CUSTODIAN		1		1		1		1
DIRECTOR OF LIBRARY	1		1		1		1	
LIBRARIAN	1		1		1		1	
	4	3	4	3	4	3	4	3
<u>UTILITY ADMINISTRATION</u>								
ADMINISTRATIVE ASSISTANT	1		1		1		1	
DIRECTOR OF UTILITIES	1		1		1		1	
	2	0	2	0	2	0	2	0
<u>WATER DISTRIBUTION</u>								
HEAVY EQUIPMENT OPERATOR	2		2		2		2	
LABORER	3		3		3		3	
	5	0	5	0	5	0	5	0
<u>SEWER COLLECTION</u>								
SEWER COLLECTION MAINTENANCE WORKER	3		3		3		3	
WATER DIST. & COLLECTION SUPERVISOR	1		1		1		1	
	4	0	4	0	4	0	4	0
<u>WASTEWATER TREATMENT PLANT</u>								
WASTEWATER CHIEF OPERATOR	1		1		1		1	
WASTEWATER OPERATOR	1		2		2		2	
	2	0	3	0	3	0	3	0
<u>WATER TREATMENT PLANT</u>								
WATER TREATMENT PLANT CHIEF OPERATOR	0		1		0		1	
WATER TREATMENT PLANT OPERATOR	4		4		4		4	
	4	0	5	0	4	0	5	0
<u>UTILITY BILLING &amp; COLLECTION</u>								
CASHIER CLERK	2		1		2		2	
UTILITY BILLING SUPERVISOR	1		1		1		1	
	3	0	2	0	3	0	3	0
<u>BRIDGE</u>								
ASST. OPERATIONS MANAGER - PARK & RIDE	0			2		1	1	
DIRECTOR OF INTERNATIONAL BRIDGE	1		1		1		1	
MAINTENANCE	0		1		1		1	
OPERATIONS MANAGER	1		1		1		1	
TOLL COLLECTOR	3		4		4		4	1
TOLL COLLECTOR SUPERVISOR	4		4		4		4	
	9	0	11	2	11	1	12	1
<u>SUMMARY</u>								
General Fund	93	33	97	30	94	49	97	46
Water & Sewer	20	0	21	0	21	0	22	0
Bridge	9	0	11	2	11	1	12	1
GRAND TOTAL	122	33	129	32	126	50	131	47



## **SUPPLEMENTAL INFORMATION**

The Supplemental Information section of the Budget Document includes information vital to the preparation and adoption of this budget. The information contained in this section includes the various ordinances adopted as well as the City's budget related policies and procedures.

- Adopting Budget Ordinance No.
- Tax Rate Ordinance No.
- Budget Glossary
- Fund Structure/Fund Purpose
- 2017 Effective Tax Rate Worksheet
- 2017 Rollback Tax Rate Worksheet
- Property Tax Rates and Asset Values
- Analysis of Property Valuation
- Miscellaneous Statistical Data

**ORDINANCE NO. 2017-16**

**AN ORDINANCE ADOPTING THE BUDGET FOR CITY OF DONNA, TEXAS, APPROPRIATING RESOURCES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; 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, 2017 and ending September 30, 2018.

**SECTION II.**

The sum of NINE-MILLION ONE-HUNDRED FOURTY-FOUR THOUSAND EIGHT-HUNDERD TWELVE AND NO/100 DOLLARS **(\$9,144,812)** 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 FIFTY THOUSAND NINE-HUNDRED SEVENTY-SIX AND NO/100 DOLLARS **(\$150,976)** is hereby appropriated for the Hotel Occupancy Tax Fund.

**SECTION IV.**

The sum of SEVENTY-SIX THOUSAND TWO-HUNDRED NINETY-SEVEN AND NO/100 DOLLARS **(\$76,297)** is hereby appropriated for the Fire Equipment Service Fee Fund.

**SECTION V.**

The sum of TWENTY-THOUSAND AND NO/100 DOLLARS **(\$20,000)** is hereby appropriated for the Texas Confiscated Forfeiture Fund.

**SECTION VI.**

The sum of TWO-MILLION FIVE-HUNDRED ONE THOUSAND FOUR-HUNDRED NINETEEN AND NO/100 DOLLARS **(\$2,501,419)** 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 FIVE-HUNDRED NINETY-THREE THOUSAND SIX-HUNDRED EIGHTY-SEVEN AND NO/100 DOLLARS **(\$5,593,687)** 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 FIVE-HUNDRED SIXTY-SEVEN THOUSAND TWO-HUNDRED FIFTY-FOUR AND NO/100 DOLLARS **(\$2,567,254)** 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 FIVE-THOUSAND AND NO/100 DOLLARS **(\$5,000)** 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, 2017.

**READ, CONSIDERED, PASSED AND APPROVED** upon first reading 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 5<sup>th</sup> day of **September 2017**.

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**Irene Munoz**  
**Mayor**

**Attest:**

**Approved As To Form and Substance:**

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**Laura Balderrama**  
**City Secretary**

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**Eddy Treviño**  
**City Attorney**

## **ORDINANCE NO. 2017-17**

**AN ORDINANCE OF THE CITY OF DONNA ADOPTING THE TAX RATE AND LEVY IN AND FOR THE CITY OF DONNA, TEXAS FOR TAX YEAR 2017 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, 2018; 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 2017, 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., 2017 except as may be exempt by the constitution and laws of the State of Texas, a total tax of SEVENTY-NINE CENTS (.798855) 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 .725352 per \$100.00 of assessed valuation of said taxable property is hereby levied for the tax year 2017 for general City purposes and to pay the current operating expenditures of the City of Donna, Texas, for the fiscal year ending September 30, 2018 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 .073503 per \$100.00 of assessed valuation of said taxable property is hereby levied for the year 2017 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.**

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 it is the intention of the City Council in passing this Ordinance that its parts shall be severed and all other parts of this Ordinance shall not be affected thereby shall remain in full force.

**SECTION VI. PUBLICATION AND EFFECTIVE DATE CLAUSE.**

This ordinance shall be published according to law and shall become effective October 1, 2017

**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 **5<sup>th</sup>** day of **September 2017**.

**READ, CONSIDERED, PASSED** and **ADOPTED** on second and final reading this \_\_\_\_ day of **September 2017**.

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**Irene Muñoz**  
**Mayor**

**Attest:**

**Approved As To Form and Substance:**

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**Laura Balderrama**  
**City Secretary**

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**Eddy Treviño**  
**City Attorney**

## 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.

**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 1<sup>st</sup> 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.

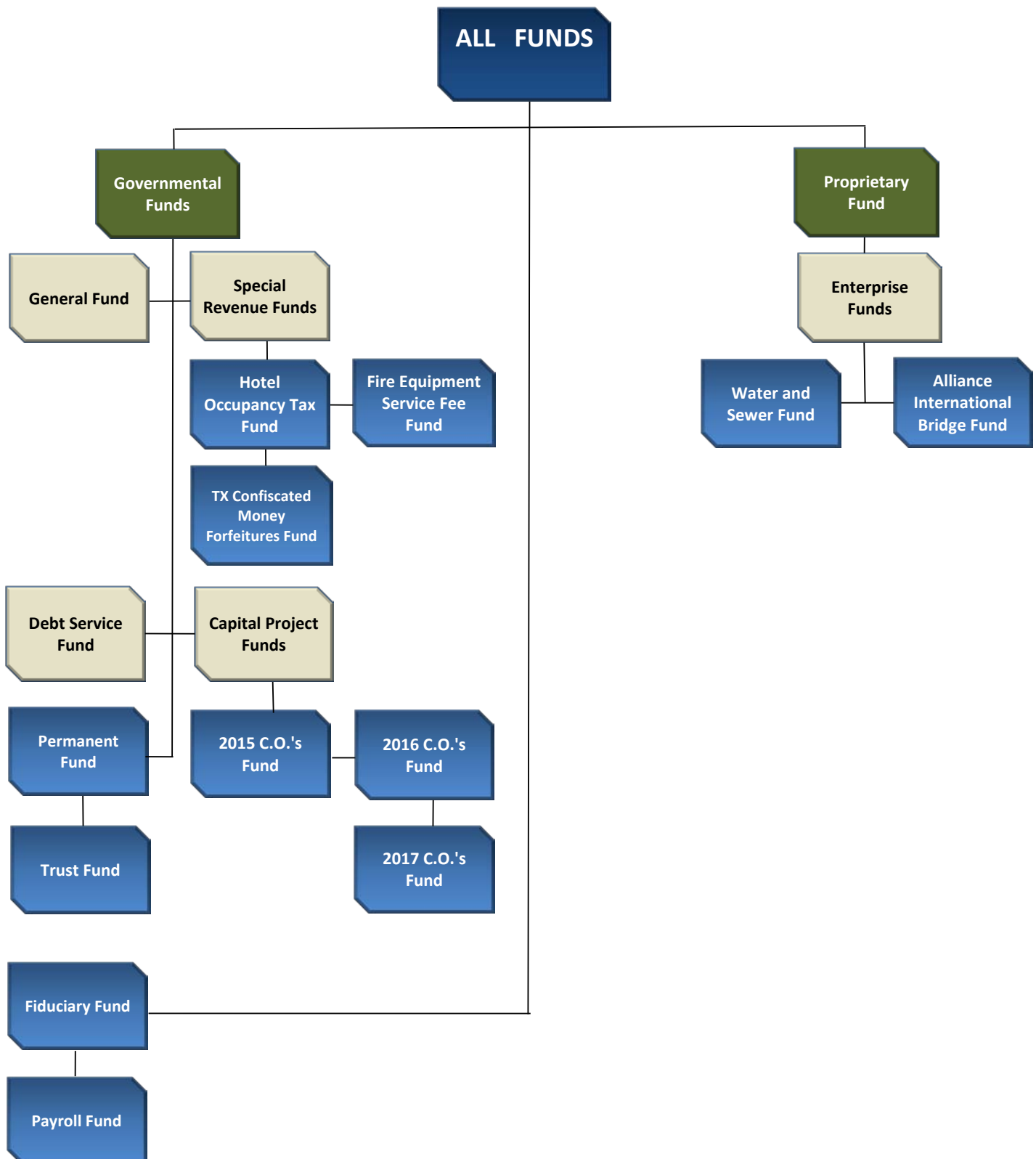
**Revenue Bonds** – Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

**Tax Base** - The total value of all real and personal property in the City, as of January 1<sup>st</sup> 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 by 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 2017-2018



## 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:

#### **GENERAL FUND**

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

#### **HOTEL OCCUPANCY TAX FUND**

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

#### **FIRE EQUIPMENT SERVICE FEE FUND**

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

#### **TEXAS CONFISCATED MONEY FORFEITURES FUND**

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

#### **UTILITY FUNDS (WATER & SEWER)**

##### **(ENTERPRISE FUND)**

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

#### **ALLIANCE INTERNATIONAL BRIDGE FUND**

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

#### **CAPITAL PROJECTS FUND**

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

#### **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.

### RELATIONSHIP TO OTHER FUNDS:

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.

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

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

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

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

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

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

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.



## 2017 Effective Tax Rate Worksheet

### CITY OF DONNA

Line	Activity	Amount/Rate
1.	<b>2016 total taxable value.</b> Enter the amount of 2015 taxable value on the 2015 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. 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 14). <sup>1</sup>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">546,046,555</span></div>
2.	<b>2016 tax ceilings.</b> Counties, cities and junior college districts. Enter 2015 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 2015 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">0</span></div>
3.	<b>Preliminary 2016 adjusted taxable value.</b> Subtract Line 2 from Line 1.	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">546,046,555</span></div>
4.	<b>2016 total adopted tax rate.</b>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">0.880000</span> /\$100</div>
5.	<b>2016 taxable value lost because court appeals of ARB decisions reduced 2016 appraised value.</b>  A. Original 2016 ARB values: <div style="text-align: right; margin-right: 20px;">\$ <span style="border: 1px solid black; padding: 2px 10px;">469,749</span></div> B. 2016 values resulting from final court decisions: <div style="text-align: right; margin-right: 20px;">- \$ <span style="border: 1px solid black; padding: 2px 10px;">422,774</span></div> C. 2016 value loss. Subtract B from A. <sup>3</sup>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">46,975</span></div>
6.	<b>2016 taxable value, adjusted for court-ordered reductions.</b> Add Line 3 and Line 5C.	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">546,093,530</span></div>
7.	<b>2016 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2016.</b> Enter the 2016 value of property in deannexed territory. <sup>4</sup>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">0</span></div>
8.	<b>2016 taxable value lost because property first qualified for an exemption in 2017.</b> Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. 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 or goods-in-transit exemptions.  A. Absolute exemptions. Use 2016 market value: <div style="text-align: right; margin-right: 20px;">\$ <span style="border: 1px solid black; padding: 2px 10px;">2,001,169</span></div>  B. Partial exemptions. 2017 exemption amount or 2017 percentage exemption times 2016 value: <div style="text-align: right; margin-right: 20px;">+ \$ <span style="border: 1px solid black; padding: 2px 10px;">374,535</span></div>	<div style="text-align: right;">\$ <span style="border: 1px solid black; padding: 2px 10px;">2,375,704</span></div>

	C. <b>Value loss.</b> Add A and B. <sup>5</sup>	
9.	<p><b>2016 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2017.</b> Use only properties that qualified in 2017 for the first time; do not use properties that qualified in 2016.</p> <p>A. <b>2016 market value:</b></p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p>B. <b>2017 productivity or special appraised value:</b></p> <p style="text-align: right;">- \$ <input type="text" value="0"/></p> <p>C. <b>Value loss.</b> Subtract B from A.<sup>6</sup></p>	<p>\$ <input type="text" value="0"/></p>
10.	<b>Total adjustments for lost value.</b> Add Lines 7, 8C and 9C.	\$ <input type="text" value="2,375,704"/>
11.	<b>2016 adjusted taxable value.</b> Subtract Line 10 from Line 6	\$ <input type="text" value="543,717,826"/>
12.	<b>Adjusted 2016 taxes.</b> Multiply Line 4 by Line 11 and divide by \$100.	\$ <input type="text" value="4,784,716"/>
13.	<b>Taxes refunded for years preceding tax year 2016.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2016. 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 2016. This line applies only to tax years preceding tax year 2016. <sup>7</sup>	\$ <input type="text" value="5,416"/>
14.	<b>Taxes in tax increment financing (TIF) for tax year 2016.</b> 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 2017 captured appraised value in Line 16D, enter 0. <sup>8</sup>	\$ <input type="text" value="79,669"/>
15.	<b>Adjusted 2016 taxes with refunds and TIF adjustment.</b> Add Lines 12 and 13, subtract Line 14. <sup>9</sup>	\$ <input type="text" value="4,710,463"/>
16.	<p><b>Total 2017 taxable value on the 2017 certified appraisal roll today.</b> This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled.<sup>10</sup></p> <p>A. <b>Certified values:</b></p> <p style="text-align: right;">\$ <input type="text" value="614,694,339"/></p> <p>B. <b>Counties:</b> Include railroad rolling stock values certified by the Comptroller's office:</p> <p style="text-align: right;">+ \$</p> <p>C. <b>Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system</p>	<p>\$ <input type="text" value="607,579,565"/></p>

	<p>property:</p> <p style="text-align: right;">-\$ <input type="text" value="0"/></p> <p><b>D. Tax increment financing:</b> Deduct the 2017 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2017 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below.<sup>11</sup></p> <p style="text-align: right;">-\$ <input type="text" value="7,114,774"/></p> <p><b>E. Total 2017 value.</b> Add A and B, then subtract C and D.</p>	
17.	<p><b>Total value of properties under protest or not included on certified appraisal roll.</b><sup>12</sup></p> <p><b>A. 2017 taxable value of properties under protest.</b> 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.<sup>13</sup></p> <p style="text-align: right;">\$ <input type="text" value="4,932,828"/></p> <p><b>B. 2017 value of properties not under protest or included on certified appraisal roll.</b> 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.<sup>14</sup></p> <p style="text-align: right;">\$ <input type="text" value="0"/></p> <p><b>C. Total value under protest or not certified.</b> Add A and B.</p>	<p style="text-align: right;">\$ <input type="text" value="4,932,828"/></p>
18.	<p><b>2017 tax ceilings.</b> Counties, cities and junior college districts enter 2017 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowner's age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2016 or a prior year for homeowners age 65 or older or disabled, use this step.<sup>15</sup></p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
19.	<p><b>2017 total taxable value.</b> Add Lines 16E and 17C. Subtract Line 18.</p>	<p style="text-align: right;">\$ <input type="text" value="612,512,393"/></p>
20.	<p><b>Total 2017 taxable value of properties in territory annexed after Jan. 1, 2016.</b> Include both real and personal property. Enter the 2017 value of property in territory annexed.<sup>16</sup></p>	<p style="text-align: right;">\$ <input type="text" value="0"/></p>
21.	<p><b>Total 2017 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2016. 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, 2016, and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2017.<sup>17</sup></p>	<p style="text-align: right;">\$ <input type="text" value="12,559,653"/></p>

22.	<b>Total adjustments to the 2017 taxable value.</b> Add Lines 20 and 21.	\$ <input type="text" value="12,559,653"/>
23.	<b>2017 adjusted taxable value.</b> Subtract Line 22 from Line 19.	\$ <input type="text" value="599,952,740"/>
24.	<b>2017 effective tax rate.</b> <sup>18</sup> Divide Line 15 by Line 23 and multiply by \$100.	\$ <input type="text" value=".785139"/> /\$100
25.	<b>COUNTIES ONLY.</b> Add together the effective tax rates for each type of tax the county levies. The total is the 2017 county effective tax rate. <sup>19</sup>	\$ <input type="text" value="0"/> /\$100

A county, city or hospital district that adopted the additional sales tax In November 2016 or in May 2017 must adjust its effective tax rate. The Additional Sales Tax Rate Worksheet sets out this adjustment. Do not forget to complete the Additional Sales Tax Rate Worksheet if the taxing unit adopted the additional sales tax on these dates.

<sup>1</sup>Tex. Tax Code Section 26.012(14)

<sup>2</sup>Tex. Tax Code Section 26.012(14)

<sup>3</sup>Tex. Tax Code Section 26.012(13)

<sup>4</sup>Tex. Tax Code Section 26.012(15)

<sup>5</sup>Tex. Tax Code Section 26.012(15)

<sup>6</sup>Tex. Tax Code Section 26.012(15)

<sup>7</sup>Tex. Tax Code Section 26.012(13)

<sup>8</sup>Tex. Tax Code Section 26.03(c)

<sup>9</sup>Tex. Tax Code Section 26.012(13)

<sup>10</sup>Tex. Tax Code Section 26.012(15)

<sup>11</sup>Tex. Tax Code Section 26.03(c)

<sup>12</sup>Tex. Tax Code Section 26.01(c)

<sup>13</sup>Tex. Tax Code Section 26.04 and 26.041

<sup>14</sup>Tex. Tax Code Section 26.04 and 26.041

<sup>15</sup>Tex. Tax Code Section 26.012(6)

<sup>16</sup>Tex. Tax Code Section 26.012(17)

<sup>17</sup>Tex. Tax Code Section 26.012(17)

<sup>18</sup>Tex. Tax Code Section 26.04(c)

<sup>19</sup>Tex. Tax Code Section 26.04(d)

**2017 Rollback Tax Rate Worksheet  
CITY OF DONNA**

Line	Activity	Amount/Rate
26.	<b>2016 maintenance and operations (M&amp;O) tax rate.</b>	<div style="text-align: right;">\$</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">0.740318</div> <div style="text-align: right;">/\$100</div>
27.	<b>2016 adjusted taxable value. Enter the amount from Line 11.</b>	<div style="text-align: right;">\$</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">543,717,826</div>
28.	<p><b>2016 M&amp;O taxes.</b></p> <p>A. Multiply Line 26 by Line 27 and divide by \$100.</p> <div style="text-align: right;">\$ <div style="border: 1px solid black; padding: 2px; text-align: center;">4,025,240</div></div> <p>B. <b>Cities, counties and hospital districts with additional sales tax:</b> Amount of additional sales tax collected and spent on M&amp;O expenses in 2016. Enter amount from full year's sales tax revenue spent for M&amp;O in 2015 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.</p> <div style="text-align: right;">+ \$ <div style="border: 1px solid black; padding: 2px; text-align: center;">0</div></div> <p>C. <b>Counties:</b> Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.</p> <div style="text-align: right;">+ \$</div> <p>D. <b>Transferring function:</b> 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 unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.</p> <div style="text-align: right;">+/- \$ <div style="border: 1px solid black; padding: 2px; text-align: center;">0</div></div> <p>E. <b>Taxes refunded for years preceding tax year 2016:</b> Enter the amount of M&amp;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 2016. This line applies only to tax years preceding tax year 2016.</p> <div style="text-align: right;">+ \$ <div style="border: 1px solid black; padding: 2px; text-align: center;">4,247</div></div> <p>F. <b>Enhanced indigent health care expenditures:</b> Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.</p> <div style="text-align: right;">+ \$ <div style="border: 1px solid black; padding: 2px; text-align: center;">0</div></div> <p>G. <b>Taxes in TIF:</b> 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 2017 captured appraised value in Line 16D, enter 0.</p> <div style="text-align: right;">- \$ <div style="border: 1px solid black; padding: 2px; text-align: center;">0</div></div> <p>H. <b>Adjusted M&amp;O Taxes.</b> Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.</p>	<div style="text-align: right;">\$</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">4,029,487</div>

29.	<b>2017 adjusted taxable value.</b> Enter Line 23 from the Effective Tax Rate Worksheet	\$ <div>599,952,740</div>
30.	<b>2017 effective maintenance and operations rate.</b> Divide Line 28H by Line 29 and multiply by \$100.	\$ <div>.671634</div> /\$100
31.	<b>2017 rollback maintenance and operation rate.</b> Multiply Line 30 by 1.08.	\$ <div>.725364</div> /\$100
32.	<b>Total 2017 debt to be paid with property taxes and additional sales tax revenue.</b> "Debt" means the interest and principal that will be paid on debts that: (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 unit's budget as M&O expenses.  A. <b>Debt</b> 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. List the debt in Schedule B: Debt Service.  <div style="text-align: right;">\$ <div>4,195,716</div></div> B. Subtract <b>unencumbered fund amount</b> used to reduce total debt. <div style="text-align: right;">– \$ <div>200,000</div></div> C. Subtract <b>amount paid</b> from other resources.  <div style="text-align: right;">– \$ <div>3,545,497</div></div> D. <b>Adjusted debt.</b> Subtract B and C from A.	\$ <div>450,219</div>
33.	<b>Certified 2016 excess debt collections.</b> Enter the amount certified by the collector.	\$ <div>0</div>
34.	<b>Adjusted 2017 debt.</b> Subtract Line 33 from Line 32D.	\$ <div>450,219</div>
35.	<b>Certified 2017 anticipated collection rate.</b> Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	\$ <div>100.00</div> %
36.	<b>2017 debt adjusted for collections.</b> Divide Line 34 by Line 35	\$ <div>450,219</div>

37.	<b>2017 total taxable value.</b> Enter the amount on Line 19.	\$ 612,512,393
38.	<b>2017 debt tax rate.</b> Divide Line 36 by Line 37 and multiply by \$100.	\$ 0.073503 /\$100
39.	<b>2017 rollback tax rate.</b> Add Lines 31 and 38.	\$ 0.798867 /\$100
40.	<b>COUNTIES ONLY.</b> Add together the rollback tax rates for each type of tax the county levies. The total is the 2017 county rollback tax rate.	\$ 0 /\$100

**A taxing unit that adopted the additional sales tax must complete the lines for the Additional Sales Tax Rate. A taxing unit seeking additional rollback protection for pollution control expenses completes the Additional Rollback Protection for Pollution Control.**

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

<b>Fiscal Year</b>	<b>Tax Levy Year</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Total</b>	<b>Assessed Values</b>
2009	2008	0.589805	0.400194	0.989999	336,306,436
2010	2009	0.638126	0.400194	1.038320	338,951,607
2011	2010	0.674052	0.451927	1.125979	336,002,503
2012	2011	0.706169	0.546207	1.252376	338,446,278
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	612,512,393

**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 2017-2018**

<b>Fiscal Year:</b>	<b>Tax Year:</b>	<b>Assessed Valuation:</b>
2009	2008	338,951,607
2010	2009	336,002,503
2011	2010	338,446,278
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	612,512,393

**CITY OF DONNA, TEXAS  
TOP TEN TAX PAYERS  
FISCAL YEAR 2017-2018**

<b>Taxpayer:</b>	<b>Assessed Valuation:</b>	<b>Percentage of Total Assessed Valuation:</b>
Ron Hoover Companies	18,653,958	22.92%
Wal-Mart Real Estate	18,296,896	22.48%
MHC Victoria Palms, LLC	12,803,000	15.73%
Wal-Mart Property Tax Dept.	8,377,359	10.29%
AET Texas, Inc.	5,283,330	6.49%
W. Silver Recycling Inc.	5,132,378	6.31%
Hoover Ronal C.	3,448,484	4.24%
BH Hester Donna, LLC	3,339,059	4.10%
Magnolia MHP, LLC	3,083,722	3.79%
Securcare Move-It	2,976,769	3.66%
Total Top Ten Taxpayers	<u>\$ 81,394,955</u>	<u>100%</u>
Total Assessed Valuations	<u><u>\$ 612,512,393</u></u>	

# CITY OF DONNA, TEXAS

## MISCELLANEOUS STATISTICAL DATA

### YEAR ENDED SEPTEMBER 30, 2017

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**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:**

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

2010 Est. 17,902

2009 Est. 17,415

2008 Est. 16,925

2007 Est. 16,449

**Permits Issued:**

Business / Health Permits 234

Garage Sales 754

Electrical 229

Plumbing 120

New Residential 36

New Commercial Units 7

Residential Additions 17

Others / Misc. N/A

Total Fees: 84,416

Valuation Total: 7,276,631

**CITY OF DONNA, TEXAS  
MISCELLANEOUS STATISTICAL DATA  
YEAR ENDED SEPTEMBER 30, 2017**

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**Fire Protection:**

Number of Stations	1
Number of Firemen (Volunteers)	28

**Police Protection:**

Number of Stations	1
Number of Policemen	19

**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	5,479
Plant Capacity	4.5 MGD
Avg. Daily Use	2.2 MGD

**SEWER:**

Plant Capacity	1.8 MGD
Sanitary Sewer	36 Miles