



# City of Saginaw

## City of Saginaw

**Meeting Date:** 4/17/2018

**Staff Contact:** Kim Quin  
Finance Director

**Agenda Item:** 5  
(CC-0418-12)

**E-mail:** [kquin@saginawtx.org](mailto:kquin@saginawtx.org)

**Phone:** 817-230-0332

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**SUBJECT: Public Hearing** – Consideration and Action regarding Resolution No. 2018-11, 2017-2018 Mid Year Budget Revisions

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**BACKGROUND/DISCUSSION:**

**This item is a public hearing.** Each year in April the current fiscal year budget is reviewed and updated. The attached memo from Finance Director Quin outlines the proposed revisions necessary to maintain a balanced budget. The proposed resolution addresses these revisions.

**FINANCIAL IMPACT:**

The purpose of the revisions is to align expenditures with anticipated revenues to maintain the City's balanced budget.

**RECOMMENDATION:**

Staff recommends approval of Resolution No. 2018-11, 2017-2018 Mid Year Budget Revisions.

Attachments

Proposed Resolution

Memo with Attachments

**CITY OF SAGINAW  
RESOLUTION NO. 2018-11**

**BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS  
ADOPTING A REVISED BUDGET FOR THE CITY OF SAGINAW  
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND  
ENDING SEPTEMBER 30, 2018**

**WHEREAS**, in accordance with Chapter 102 of the Texas Local Government Code and Article XII of the City Charter, notice of a public hearing before the City Council was published in the official newspaper of the City to consider adoption of the revised budget for the City of Saginaw, Texas, for the fiscal year beginning October 1, 2017 and ending September 30, 2018; and

**WHEREAS**, the City Council has heretofore held the public hearing to receive public comment on the proposed revised budget; and

**WHEREAS**, the City Council is of the opinion and finds that the revised budget is in the best interest of the municipal taxpayers and that it should be adopted and approved as presented.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS:**

1. That the revised budget prepared by City Staff and filed with the City Secretary, with such modifications and amendments as have been made by the City Council, a copy of which revised budget with any and all such modifications and amendments is attached hereto and incorporated by reference as part of this Resolution, be and the same is hereby approved and adopted as the budget for the operation of the City of Saginaw, Texas, for the fiscal year beginning October 1, 2017 and ending September 30, 2018.

2. That a copy of said budget as hereby adopted is hereby authorized to be filed with the City Secretary at all offices required by law.

ADOPTED AND APPROVED this the 17th day of April, 2018.

APPROVED:

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Todd Flippo, Mayor

ATTEST:

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Janice England, City Secretary

APPROVED AS TO FORM AND LEGALITY:

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Bryn Meredith, City Attorney

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# MEMORANDUM

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**DATE:** April 6, 2018  
**TO:** Gabe Reaume, City Manager  
**FROM:** Kim Quin, Finance Director  
**RE:** 2017-2018 Mid-year Budget Adjustments

Our projections for revenues and expenditures are tracking mostly as budgeted and as a result we have very few mid-year adjustments. Changes by fund are highlighted below.

## **General Fund –**

- The revenue and expense for the Mariposa loan and repayment previously approved by the City Council.
- Increases to the Administration budget for the addition of two Management Interns and the reassignment in Finance.
- A projected increase for the cost of the election.
- Increases to the special services account for the IT assessment, Strategic Planning consultant, ordinance review consultant, and part time economic development consultant.
- The expense for the additional police department dispatcher and converting the part-time records clerk to full-time as approved by Council.
- BNSF has increased our lease payment for the property the Chamber building occupies.
- Projected revenues from building permits, construction inspection fees, interest income, and delinquent property tax will cover the increased expenses without the additional use of fund balance.

## **Enterprise Fund –**

- The engineering expenditure for the Fairmont Sewer Phase I project that was approved by Council. This line was identified in the I&I study as needing immediate attention.

## **Crime Control and Prevention District –**

- The revenue and expense for the rifle resistant vests grant.

## **Donations Fund –**

- The tennis court resurfacing approved by the City Council has been added to the parks donation budget.

**MID-YEAR BUDGET ADJUSTMENTS  
FY 2017-2018**

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<b>General Fund</b>				
Property Tax Delinquent	01-3610-00	\$ 5,000.00		Projected year end
Building Permits	01-3703-00	\$ 69,470.00		Projected year end
Construction Inspection Fees	01-3705-00	\$ 37,435.00		Willow Vista IIIC
Proceeds from Loan	01-3905-00	\$ 443,000.00		Mariposa repayment (budgeted 16,000 payment)
Other Income	01-3910-00	\$ 990.00		Police radio funds
Interest Income	01-3950-00	\$ 50,000.00		Projected year end
Salaries Admin	01-4010-02		\$ 25,300.00	Management Interns and Finance Director
Social Security Medicare Admin	01-4150-02		\$ 1,950.00	"
TMRS Retirement	01-4160-02		\$ 915.00	"
Election Expense	01-5000-02		\$ 4,000.00	Projected year end
Legal and Special Services	01-6650-02		\$ 57,000.00	IT assessment - \$15,000, Strategic Planning Consultant - \$25,000 Ordinance review - \$10,000, Temp Economic Dev. Consultant \$7,000
Land Lease - Depot	01-5260-02		\$ 7,500.00	Lease from BNSF for Chamber Property
Salaries PD	01-4010-05		\$ 28,000.00	New Dispatcher and Records Clerk PT to FT
Social Security Medicare PD	01-4150-05		\$ 2,140.00	"
TMRS Retirement PD	01-4160-05		\$ 4,930.00	"
Insurance Employee's Health PD	01-4180-05		\$ 13,170.00	"
Capital Outlay Police Dept.	01-7000-05		\$ 990.00	Police radios
Economic Dev. Incentive	01-6140-13		\$ 460,000.00	Mariposa loan
<b>USE OF FUND BALANCE</b>		\$ -		
<b>GENERAL FUND TOTALS</b>		\$ 605,895.00	\$ 605,895.00	

**Enterprise Fund**

Fairmont Sewer Phase I	05-7021-55		\$ 55,000.00	Engineering
<b>USE OF FUND BALANCE</b>		\$ 55,000.00		
<b>ENTERPRISE FUND TOTALS</b>		\$ 55,000.00	\$ 55,000.00	

**Crime Control and Prevention District Fund**

Grant Assistance	11-3800-00	\$	23,607.00		Rifle resistant vests grant	
Capital Outlay/Special Request	11-7000-00			\$	23,607.00	"

**USE OF FUND BALANCE**

<b>CCPD FUND TOTALS</b>		<b>\$</b>	<b>23,607.00</b>	<b>\$</b>	<b>23,607.00</b>	
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**Donations Fund**

Capital Outlay - Parks	20-7000-61			\$	11,425.00	Tennis Court Re-surfacing
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<b>USE OF FUND BALANCE</b>		<b>\$</b>	<b>11,425.00</b>			
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<b>DONATION FUND TOTAL</b>		<b>\$</b>	<b>11,425.00</b>	<b>\$</b>	<b>11,425.00</b>	
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