

FILED  
THE 27 DAY OF September 2022  
AT O'CLOCK 8:19 A.M.  
SHIRLEY GRAHAM  
COUNTY DIST. CLERK, IRION COUNTY, TX  
BY Lindsay Fowler  
DEPUTY

2022/2023

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Mayor: Bill Taylor  
Mayor Pro-Tem: Aubrey Stewart

Council Member: Randy Councilman  
Council Member: Charlene Holland  
Council Member: Jayton Lindley  
Council Member: Danny Crutchfield

City Administrator: Michele Wardlaw

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# Adopted Budget

GENERAL FUND AND WATER AND SEWER FUND  
CITY OF MERTZON

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Adopted Budget on August 31, 2022

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# City of Mertzon Fiscal Year 2022-2023 Budget Cover Page August 31, 2022

This budget will raise more revenue from property taxes than last year's budget by an amount of \$68,959, which is a 30.91 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,973.

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

**FOR:**

Aubrey Stewart  
Charlene Holland  
Danny Crutchfield

Jayton Lindley  
Randy Councilman  
Bill Taylor

**AGAINST:**

**PRESENT** and not voting:

**ABSENT:**

## Property Tax Rate Comparison

	2022-2023	2021-2022
Property Tax Rate:	\$0.764135/100	\$0.623878/100
No-New-Revenue Tax Rate:	\$0.586833/100	\$0.602782/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.587681/100	\$0.602782/100
Voter-Approval Tax Rate:	\$0.764135/100	\$0.623879/100
Debt Rate:	\$0.155886/100	\$0.000000/100

Total debt obligation for City of Mertzon secured by property taxes: \$58,586

**ORDINANCE NO. 11.11**

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF MERTZON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF MERTZON FOR THE 2022-2023 FISCAL YEAR**

**WHEREAS**, the budget appended hereto for the fiscal year beginning October 1, 2022, and ending September 30, 2023, was duly presented to the City Council by the Mayor and a public hearing ordered by City Council and a public notice of the hearing was published in The Big Lake Wildcat and said public hearing was held according to said notice;

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MERTZON, TEXAS:**

**SECTION 1** That the appropriations for the fiscal year beginning October 1, 2022, and ending September 30, 2023, for the support of the general government of the City of Mertzton, Texas, be fixed and determined for said terms in accordance with expenditures shown in the City's fiscal your 2022-2023 budget for the General Fund, a copy of which is attached.

**SECTION 1** That the appropriations for the fiscal year beginning October 1, 2022, and ending September 30, 2023, for the support of the water/sewer systems of the City of Mertzton, Texas, be fixed and determined for said terms in accordance with expenditures shown in the City's fiscal your 2022-2023 budget for the Water and Sewer Fund, a copy of which is attached.

**SECTION 3** That the budget, as attached hereto, is hereby approved in all respects and adopted as the City's Budgets for fiscal year beginning October 1, 2022 and ending September 30, 2023.

**PASSED AND APPROVED THIS 31ST DAY OF AUGUST 2022**

Motion by: Aubrey Stewart                      Seconded by: Jayton Lindley

Approved by: Bill Taylor  
Bill Taylor, Mayor

Aubrey Stewart  
Aubrey Stewart, Mayor Pro Tem

Randy Councilman  
Randy Councilman, Alderman

Danny Crutchfield  
Danny Crutchfield, Alderman

Charlene Holland  
Charlene Holland, Alderman

Jayton Lindley  
Jayton Lindley, Alderman

Attest: Natalio Padilla  
Natalio Padilla, Administrator Assistant

RESOLUTION NO 8-31-22

2022 CITY TAX RATE ADOPTION

I move that the property tax rate be increased by the adoption of a tax rate of 0.764315, which is effectively a 30.21 percent increase in the tax rate. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

City M&O Rate .608249 per \$100 value

City I&S Rate .155886 per \$100 value

Total Rate .764135 per \$100 value

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-15.63.

Motion by: *Auston Lilly*

Seconded by: *Randy Councilman*

Record Vote:

FOR the adoption of the tax rate: *Bill Taylor*

Bill Taylor, Mayor

*Aubrey Stewart*

Aubrey Stewart, Mayor Pro-Tem

*Randy Councilman*

Randy Councilman

*Jayton Lindley*

Jayton Lindley

*Danny Crutchfield*

Danny Crutchfield

*Charlene Holland*

Charlene Holland

AGAINST the adoption of the tax rate:

# GENERAL FUND BUDGET

## Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Revenue</b>					
<b>Fees &amp; Permits</b>					
Franchise Fee/Tax Income	0.00	0.00	20,000.00	(20,000.00)	0.00%
Permit Revenue	0.00	0.00	12,000.00	(12,000.00)	0.00%
<b>Total Fees &amp; Permits</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,000.00</b>	<b>(\$32,000.00)</b>	
<b>Other Revenue</b>					
Animal Control Income	0.00	0.00	500.00	(500.00)	0.00%
Interest Revenue	0.00	0.00	750.00	(750.00)	0.00%
<b>Total Other Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,250.00</b>	<b>(\$1,250.00)</b>	
<b>Tax Receipts</b>					
City Sales & Use Tax Revenue	0.00	0.00	110,000.00	(110,000.00)	0.00%
Property Tax Delinquent	0.00	0.00	1,200.00	(1,200.00)	0.00%
Property Taxes Current	0.00	0.00	292,058.00	(292,058.00)	0.00%
Property Taxes Current P/I	0.00	0.00	750.00	(750.00)	0.00%
Property Taxes Delinquent P/I	0.00	0.00	750.00	(750.00)	0.00%
<b>Total Tax Receipts</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$404,758.00</b>	<b>(\$404,758.00)</b>	
<b>Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$438,008.00</b>	<b>(\$438,008.00)</b>	
<b>Gross Profit</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$438,008.00</b>	<b>\$0.00</b>	
<b>Expenses</b>					
<b>Benefits Expense</b>					
Health Insurance	0.00	0.00	28,000.00	(28,000.00)	0.00%
Retirement Expense	0.00	0.00	12,642.05	(12,642.05)	0.00%
<b>Total Benefits Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,642.05</b>	<b>(\$40,642.05)</b>	
<b>Capital Improv Project Expense</b>					
Road Repair	0.00	0.00	10,500.00	(10,500.00)	0.00%
<b>Total Capital Improv Project Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,500.00</b>	<b>(\$10,500.00)</b>	
<b>Insurance Expense</b>					
TML Risk Pool Insurance	0.00	0.00	11,200.00	(11,200.00)	0.00%
<b>Total Insurance Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,200.00</b>	<b>(\$11,200.00)</b>	
<b>Labor Expense</b>					
Administrative Wages	0.00	0.00	24,500.00	(24,500.00)	0.00%
Full Time Wages	0.00	0.00	83,735.95	(83,735.95)	0.00%
Mayor and City Council Salary	0.00	0.00	35,000.00	(35,000.00)	0.00%
Over Time Wages	0.00	0.00	2,272.75	(2,272.75)	0.00%
<b>Total Labor Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$145,508.70</b>	<b>(\$145,508.70)</b>	

## Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
<b>Other Expense</b>					
Administrative Expense	0.00	0.00	500.00	(500.00)	0.00%
Adver/Public Promotions	0.00	0.00	2,500.00	(2,500.00)	0.00%
Animal Control Expense	0.00	0.00	300.00	(300.00)	0.00%
Banking Fee/Master Card Exp	0.00	0.00	100.00	(100.00)	0.00%
City Wide Cleanup	0.00	0.00	3,000.00	(3,000.00)	0.00%
Contingency	0.00	0.00	80,125.99	(80,125.99)	0.00%
Contiued Education/Travel	0.00	0.00	1,500.00	(1,500.00)	0.00%
Dues, Permits & Subscriptions	0.00	0.00	5,000.00	(5,000.00)	0.00%
Election Expense	0.00	0.00	2,000.00	(2,000.00)	0.00%
Office Supplies & Postage	0.00	0.00	5,238.00	(5,238.00)	0.00%
Penalites & Interest	0.00	0.00	100.00	(100.00)	0.00%
Rental Equipment	0.00	0.00	800.00	(800.00)	0.00%
Repair & Maint/ Equipment	0.00	0.00	2,500.00	(2,500.00)	0.00%
Repair & Maint/ Office	0.00	0.00	1,500.00	(1,500.00)	0.00%
Street Signs	0.00	0.00	2,000.00	(2,000.00)	0.00%
Transfer to Water Fund	0.00	0.00	60,000.00	(60,000.00)	0.00%
Uniforms	0.00	0.00	1,500.00	(1,500.00)	0.00%
Website Expense	0.00	0.00	2,000.00	(2,000.00)	0.00%
<b>Total Other Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$170,663.99</b>	<b>(\$170,663.99)</b>	
<b>Payroll Taxes Expense</b>					
Payroll Tax Expense	0.00	0.00	10,593.26	(10,593.26)	0.00%
<b>Total Payroll Taxes Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,593.26</b>	<b>(\$10,593.26)</b>	
<b>Professional Services Expense</b>					
Auditing Expense	0.00	0.00	5,600.00	(5,600.00)	0.00%
Inspection and Testing	0.00	0.00	100.00	(100.00)	0.00%
Legal & Professional Fees	0.00	0.00	8,000.00	(8,000.00)	0.00%
Tax Appraisal & Collection Exp	0.00	0.00	3,000.00	(3,000.00)	0.00%
<b>Total Professional Services Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$16,700.00</b>	<b>(\$16,700.00)</b>	
<b>Supplies Expense</b>					
Equipment Lease/Purchase	0.00	0.00	4,000.00	(4,000.00)	0.00%
Fuel/Oil	0.00	0.00	7,000.00	(7,000.00)	0.00%
Operational Supplies	0.00	0.00	2,500.00	(2,500.00)	0.00%
Tools and Equipment	0.00	0.00	3,500.00	(3,500.00)	0.00%
<b>Total Supplies Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,000.00</b>	<b>(\$17,000.00)</b>	
<b>Utilities Expense</b>					
Electricity	0.00	0.00	7,000.00	(7,000.00)	0.00%

General Fund

Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
Telephone & Internet	0.00	0.00	6,000.00	(6,000.00)	0.00%
Trash Disposal	0.00	0.00	2,200.00	(2,200.00)	0.00%
<b>Total Utilities Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,200.00</b>	<b>(\$15,200.00)</b>	
<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$438,008.00</b>	<b>(\$438,008.00)</b>	

Fund Balances

Beginning Fund Balance	439,005.58	439,005.58	0.00	0.00	0.00%
Net Change in Fund Balance	0.00	0.00	0.00	0.00	0.00%
Ending Fund Balance	439,005.58	439,005.58	0.00	0.00	0.00%

Report Options

Fund: General Fund

Period: 10/1/2022 to 9/30/2023

Detail Level: Level 3 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Display Fund Balance Section: Yes

Budget: 22-23 General Fund



# WATER/SEWER FUND BUDGET

## Water & Sewer Fund

### Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
<b>Revenue &amp; Expenditures</b>					
<b>Revenue</b>					
<b>Service Revenue</b>					
Late Fee Revenue	0.00	0.00	4,500.00	(4,500.00)	0.00%
Sewer Revenue	0.00	0.00	130,500.00	(130,500.00)	0.00%
Water Revenue	0.00	0.00	220,500.00	(220,500.00)	0.00%
<b>Total Service Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$355,500.00</b>	<b>(\$355,500.00)</b>	
<b>Other Revenue</b>					
Animal Control Income	0.00	0.00	50.00	(50.00)	0.00%
Interest Revenue	0.00	0.00	50.00	(50.00)	0.00%
<b>Total Other Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>(\$100.00)</b>	
<b>Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$355,600.00</b>	<b>(\$355,600.00)</b>	
<b>Gross Profit</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$355,600.00</b>	<b>\$0.00</b>	
<b>Expenses</b>					
<b>Benefits Expense</b>					
Health Insurance	0.00	0.00	23,623.50	(23,623.50)	0.00%
Retirement Expense	0.00	0.00	12,300.00	(12,300.00)	0.00%
<b>Total Benefits Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,923.50</b>	<b>(\$35,923.50)</b>	
<b>Debt Service Expense</b>					
Bank Debt-Robertson Well&WWTP	0.00	0.00	58,585.77	(58,585.77)	0.00%
TCEQ Penalty & Interest Expens	0.00	0.00	1.00	(1.00)	0.00%
<b>Total Debt Service Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$58,586.77</b>	<b>(\$58,586.77)</b>	
<b>Insurance Expense</b>					
TML Risk Pool Insurance	0.00	0.00	11,200.00	(11,200.00)	0.00%
<b>Total Insurance Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,200.00</b>	<b>(\$11,200.00)</b>	
<b>Labor Expense</b>					
Administrative Wages	0.00	0.00	24,500.00	(24,500.00)	0.00%
Full Time Wages	0.00	0.00	83,735.95	(83,735.95)	0.00%
Holiday Wages	0.00	0.00	1,200.00	(1,200.00)	0.00%
Over Time Wages	0.00	0.00	5,000.00	(5,000.00)	0.00%
<b>Total Labor Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$114,435.95</b>	<b>(\$114,435.95)</b>	
<b>Other Expense</b>					
Administrative Expense	0.00	0.00	250.00	(250.00)	0.00%
Adver/Public Promotions	0.00	0.00	1,000.00	(1,000.00)	0.00%
Banking Fee/Master Card Exp	0.00	0.00	350.00	(350.00)	0.00%
Contingency	0.00	0.00	26,602.74	(26,602.74)	0.00%

## Water & Sewer Fund

### Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
Continued Education/Travel	0.00	0.00	2,000.00	(2,000.00)	0.00%
Dues, Permits & Subscriptions	0.00	0.00	6,000.00	(6,000.00)	0.00%
Office Supplies & Postage	0.00	0.00	4,000.00	(4,000.00)	0.00%
Penalites & Interest	0.00	0.00	200.00	(200.00)	0.00%
Rental Equipment	0.00	0.00	2,000.00	(2,000.00)	0.00%
Repair & Maint/ Equipment	0.00	0.00	6,000.00	(6,000.00)	0.00%
Repair & Maint/ Office	0.00	0.00	500.00	(500.00)	0.00%
Repairs & Maint/ Water/Sewer	0.00	0.00	10,000.00	(10,000.00)	0.00%
Travel Expense	0.00	0.00	500.00	(500.00)	0.00%
Uniforms	0.00	0.00	1,500.00	(1,500.00)	0.00%
Website Expense	0.00	0.00	1,000.00	(1,000.00)	0.00%
<b>Total Other Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$61,902.74</b>	<b>(\$61,902.74)</b>	
<b>Payroll Taxes Expense</b>					
Payroll Tax Expense	0.00	0.00	8,151.04	(8,151.04)	0.00%
<b>Total Payroll Taxes Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,151.04</b>	<b>(\$8,151.04)</b>	
<b>Professional Services Expense</b>					
Auditing Expense	0.00	0.00	5,600.00	(5,600.00)	0.00%
Inspection and Testing	0.00	0.00	12,000.00	(12,000.00)	0.00%
Legal & Professional Fees	0.00	0.00	5,000.00	(5,000.00)	0.00%
<b>Total Professional Services Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,600.00</b>	<b>(\$22,600.00)</b>	
<b>Supplies Expense</b>					
Chemicals	0.00	0.00	16,000.00	(16,000.00)	0.00%
Equipment Lease/Purchase	0.00	0.00	2,000.00	(2,000.00)	0.00%
Fuel/Oil	0.00	0.00	7,000.00	(7,000.00)	0.00%
Operational Supplies	0.00	0.00	23,000.00	(23,000.00)	0.00%
Tools and Equipment	0.00	0.00	4,500.00	(4,500.00)	0.00%
<b>Total Supplies Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52,500.00</b>	<b>(\$52,500.00)</b>	
<b>Utilities Expense</b>					
Electricity	0.00	0.00	20,000.00	(20,000.00)	0.00%
Telephone & Internet	0.00	0.00	4,500.00	(4,500.00)	0.00%
Trash Disposal	0.00	0.00	3,000.00	(3,000.00)	0.00%
<b>Total Utilities Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27,500.00</b>	<b>(\$27,500.00)</b>	
<b>Water Well Usage Expense</b>					
Robertson Water Well Usage	0.00	0.00	12,000.00	(12,000.00)	0.00%
Tankersley Water Well Usage	0.00	0.00	10,800.00	(10,800.00)	0.00%
<b>Total Water Well Usage Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,800.00</b>	<b>(\$22,800.00)</b>	
<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$415,600.00</b>	<b>(\$415,600.00)</b>	

## Water & Sewer Fund

### Statement of Revenue and Expenditures

	Current Period Oct 2022 Sep 2023 Actual	Year-To-Date Oct 2022 Sep 2023 Actual	Annual Budget Oct 2022 Sep 2023	Annual Budget Oct 2022 Sep 2023 Variance	Oct 2022 Sep 2023 Percent of Budget
<b>Revenue Less Expenditures</b>	\$0.00	\$0.00	(\$60,000.00)	\$0.00	
<b>Other Revenue</b>					
<b>Transfer Revenue</b>					
Transfer from General Fund	0.00	0.00	60,000.00	(60,000.00)	0.00%
<b>Total Transfer Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>(\$60,000.00)</b>	
<b>Other Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>(\$60,000.00)</b>	
<b>Fund Balances</b>					
Beginning Fund Balance	1,803,194.97	1,803,194.97	0.00	0.00	0.00%
Net Change in Fund Balance	0.00	0.00	0.00	0.00	0.00%
Ending Fund Balance	1,803,194.97	1,803,194.97	0.00	0.00	0.00%

*Report Options*

Fund: Water & Sewer Fund

Period: 10/1/2022 to 9/30/2023

Detail Level: Level 3 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Display Fund Balance Section: Yes

Budget: 22-23 Water & Sewer Fund

# BUDGET GLOSSARY

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

**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.

**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 30<sup>th</sup>.

**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.

**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.

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

**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

**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.

**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 Irion 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 Mertzton expresses the tax in terms of dollars per hundred dollars of assessed valuation.