



TOWN OF SHADY SHORES
TOWN COUNCIL MEETING
SPECIAL CALLED WORKSESSION
MAY 9, 2016, 6:30 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD

AGENDA

1. CALL TO ORDER
2. ROLL CALL
Establish a quorum.
3. BUDGET PLANNING WORKSSESSION
Conduct a worksession relative to expenses and projects for the 2016/2017 fiscal year budget. Provide staff direction.

Documents: [AGENDA MEMO BUDGET WORKSESSION 05.09.2016.PDF](#), [TOWN OF SHADY SHORES BUDGET CALENDAR 2016-2017.PDF](#), [BUDGET VS ACTUAL.PDF](#)

4. ADJOURN

I, Cindy Aughinbaugh, Mayor Pro Tem of the Town of Shady Shores do hereby certify that the above notice of the Regular Council Meeting was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on _____ day of _____, 2016 at _____.

Approved:

Cindy Aughinbaugh, Mayor Pro-Tem

The Town Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed on the agenda as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.073 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development)

A quorum of Planning and Zoning Members may be present at the meeting however this is not a meeting of the Planning and Zoning Commission and no official action will take place.



To: Mayor Pro-Tem Cindy Aughinbaugh and Town Council Members
From: Wendy Withers, Town Secretary
CC: Jim Shepherd, Town Attorney
Date: 05/03/2016
Re: Budget Worksession

ACTION REQUESTED: Discuss strategic plans for 2016/2017 Fiscal Year Budget and provide staff direction.

BACKGROUND INFORMATION: The Budget Committee would like to have feedback from Council on proposed projects for the 2016/2017 FY Budget.

Items to consider would include:

Proposed Road and Drainage Repairs
Building Improvements/Repairs
Projects
Engineering Costs
Software Computer Updates
Other proposed Projects

Town of Shady Shores
FY16-17 Budget Planning Calendar

April - May	Mailing of "Notices of Appraised Value" by Chief Appraiser to residents
April 11 – July 11	Weekly emails to be received from Chief Appraiser regarding Preliminary Appraised Value totals
May 1	Deadline for submitting Appraisal Records to ARB for residents
May 5	Budget Committee meet to discuss budget @ 3:00 staff meeting
May 9	Council workshop at 6:00 pm to discuss budget and projects for 2016-2017
June 7	<u>Budget Committee meet to discuss budget @ 10:00 staff meeting</u>
June 13	Present draft budget and receive council comments
June 28	<u>Budget Committee meet and finalize numbers</u>
July 9 th	Budget Worksession for town council
July 29 th	Certified Tax Rolls are presented to the city
August 15	<u>Council meeting</u> - discuss tax rates; if proposed tax rate will exceed the Rollback Rate or the Effective Tax Rate (whichever is lowest), take record vote and schedule public hearing. And <u>Council workshop</u> – budget
August 15	File budget with Town Secretary
August 19	Notice of public hearing on tax increase sent to newspaper by NOON
August 19	Notice of public hearing on tax increase published in the newspaper
August 26	Notice of Vote on Tax Rate sent to newspaper by NOON
September 6	<u>Council workshop</u> – budget and - first public hearing on tax rate
September 8	<u>Special Meeting</u> - second public hearing on tax rate
September 12	Council meeting- adopt budget

Town of Shady Shores
Profit & Loss Budget vs. Actual
 October 2015 through April 2016

	Oct '15 - Ap...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
4000 · Town Services Revenue				
4010 · Ad Valorem Tax	761,485.73	773,377.00	-11,891.27	98.5%
4050 · Sales Tax	37,663.05	75,000.00	-37,336.95	50.2%
4130 · Permits/Variances	21,798.40	50,000.00	-28,201.60	43.6%
4140 · Inspections	4,416.00	12,000.00	-7,584.00	36.8%
4400 · Interest Earned	4,170.96	6,000.00	-1,829.04	69.5%
4540 · Local government grants	0.00			
4800 · Municipal Court Fines	18,855.86	20,000.00	-1,144.14	94.3%
4900 · Facility Rental	650.00	2,000.00	-1,350.00	32.5%
4901 · Reimbursements	0.00	100.00	-100.00	0.0%
4902 · Community Events Income	1,304.99	500.00	804.99	261.0%
4903 · Solid Waste Collections	574.99			
Total 4000 · Town Services Revenue	850,919.98	938,977.00	-88,057.02	90.6%
5000 · Franchise Revenues				
5010 · TXU	80,049.27	80,000.00	49.27	100.1%
5020 · Atmos Energy	22,240.56	26,000.00	-3,759.44	85.5%
5030 · CoServe	64.68	50.00	14.68	129.4%
5040 · Century Telephone	1,589.16	2,800.00	-1,210.84	56.8%
5050 · Charter Communication	12,445.99	20,000.00	-7,554.01	62.2%
5070 · Waste Management	435.79	1,500.00	-1,064.21	29.1%
5000 · Franchise Revenues - Other	531.55			
Total 5000 · Franchise Revenues	117,357.00	130,350.00	-12,993.00	90.0%
6000 · Budgeted Fund Balance	0.00	301,462.00	-301,462.00	0.0%
Total Income	968,276.98	1,370,789.00	-402,512.02	70.6%
Gross Profit	968,276.98	1,370,789.00	-402,512.02	70.6%
Expense				
7400 · Contract Labor expenses				
7410 · Animal Control	8,470.00	15,400.00	-6,930.00	55.0%
7415 · Code Enforcement Officer	4,710.00	14,000.00	-9,290.00	33.6%
7420 · Fire Dept	204,649.27	306,974.00	-102,324.73	66.7%
7430 · Building Inspector	11,415.00	25,000.00	-13,585.00	45.7%
7440 · Library	14,523.00	29,046.00	-14,523.00	50.0%
7460 · Police Patrol Svc	121,632.92	160,125.00	-38,492.08	76.0%
Total 7400 · Contract Labor expenses	365,400.19	550,545.00	-185,144.81	66.4%
7500 · Professional Svc expenses				
7510 · Attorney fees	25,281.25	65,000.00	-39,718.75	38.9%
7520 · Accounting/Audit fees	6,600.00	6,800.00	-200.00	97.1%
7530 · Engineer fees	50,115.30	50,000.00	115.30	100.2%

Town of Shady Shores
Profit & Loss Budget vs. Actual
October 2015 through April 2016

	Oct '15 - Ap...	Budget	\$ Over Bud...	% of Budget
7540 · Secretary	0.00	0.00	0.00	0.0%
7552 · Municipal Judge	1,050.00	2,100.00	-1,050.00	50.0%
7560 · Payroll Tax	0.00			
Total 7500 · Professional Svc expenses	83,046.55	123,900.00	-40,853.45	67.0%
7600 · Personnel Expenses				
7640 · Town Secretary	36,557.03	65,100.00	-28,542.97	56.2%
7650 · Office Clerk	0.00	0.00	0.00	0.0%
7655 · Municipal Court Clerk	25,164.00	45,645.00	-20,481.00	55.1%
7656 · Landscape Technician	1,124.50	5,000.00	-3,875.50	22.5%
7660 · Payroll Tax	6,004.82	9,000.00	-2,995.18	66.7%
7661 · TMRS	380.74	5,550.00	-5,169.26	6.9%
7662 · Misc/Other	0.00	5,000.00	-5,000.00	0.0%
7663 · Staff Development	2,439.57	10,000.00	-7,560.43	24.4%
Total 7600 · Personnel Expenses	71,670.66	145,295.00	-73,624.34	49.3%
8000 · Infrastructure				
8010 · Signs	99.00	1,500.00	-1,401.00	6.6%
8030 · Regional Storm Water Program	8,600.00	2,500.00	6,100.00	344.0%
8050 · Grants NCTCOG-FEMA CTP	28,000.00	30,000.00	-2,000.00	93.3%
8060 · Roads / Streets	113.12	350,000.00	-349,886.88	0.0%
8070 · Public Works				
8070a · public works materials	437.41			
8070 · Public Works - Other	15,980.20	30,000.00	-14,019.80	53.3%
Total 8070 · Public Works	16,417.61	30,000.00	-13,582.39	54.7%
Total 8000 · Infrastructure	53,229.73	414,000.00	-360,770.27	12.9%
8100 · Non-personnel expenses				
8110 · Office Supplies	1,545.74	2,500.00	-954.26	61.8%
8115 · Texas Municipal League	4,642.85	4,400.00	242.85	105.5%
8120 · Legal Advertising	389.70	2,000.00	-1,610.30	19.5%
8130 · Computer Expenses	11,795.14	15,000.00	-3,204.86	78.6%
8140 · Postage, shipping, delivery	775.82	700.00	75.82	110.8%
8180 · Books, subscriptions, reference	93.00	250.00	-157.00	37.2%
8185 · Codification	2,115.00	1,500.00	615.00	141.0%
8190 · Election expenses	0.00	4,000.00	-4,000.00	0.0%
Total 8100 · Non-personnel expenses	21,357.25	30,350.00	-8,992.75	70.4%
8200 · Occupancy expenses				
8205 · Telephone - CenturyTel	653.83	1,300.00	-646.17	50.3%
8210 · Utility Atmos Energy	655.72	1,000.00	-344.28	65.6%
8215 · Utility LCMUA	622.59	1,200.00	-577.41	51.9%
8220 · Utility Electric	5,538.38	14,000.00	-8,461.62	39.6%
8250 · Building Maintenance				

2:11 PM

05/05/16

Cash Basis

Town of Shady Shores
Profit & Loss Budget vs. Actual
 October 2015 through April 2016

	Oct '15 - Ap...	Budget	\$ Over Bud...	% of Budget
8250a · materials	203.04			
8250 · Building Maintenance - Other	5,828.70	20,400.00	-14,571.30	28.6%
Total 8250 · Building Maintenance	6,031.74	20,400.00	-14,368.26	29.6%
Total 8200 · Occupancy expenses	13,502.26	37,900.00	-24,397.74	35.6%
8500 · Misc expenses				
8510 · Dues	650.00	500.00	150.00	130.0%
8515 · Promotional	1,000.00	1,500.00	-500.00	66.7%
8517 · Community Events	2,392.10	4,300.00	-1,907.90	55.6%
8518 · KSSB	1,795.86	6,000.00	-4,204.14	29.9%
8520 · Ad Valorem Tax Svc	2,517.78	7,500.00	-4,982.22	33.6%
8540 · Staff development	0.00	0.00	0.00	0.0%
8550 · Municipal Court Fines to State	6,571.59	10,000.00	-3,428.41	65.7%
8551 · Municipal Court Software Mnt	0.00	0.00	0.00	0.0%
8552 · Municipal Court Jury Service	0.00	500.00	-500.00	0.0%
8570 · Advertising expenses	0.00	500.00	-500.00	0.0%
8580 · Contingency provisions	342.00	33,649.00	-33,307.00	1.0%
8585 · Deliquent Ticket Collection Fee	853.50	2,000.00	-1,146.50	42.7%
8590 · Other expenses	0.00	200.00	-200.00	0.0%
8591 · Bank Service Charge	0.00	150.00	-150.00	0.0%
8592 · Building Deposit Refund	400.00	2,000.00	-1,600.00	20.0%
8500 · Misc expenses - Other	219.20			
Total 8500 · Misc expenses	16,742.03	68,799.00	-52,056.97	24.3%
Total Expense	624,948.67	1,370,789.00	-745,840.33	45.6%
Net Ordinary Income	343,328.31	0.00	343,328.31	100.0%
Net Income	343,328.31	0.00	343,328.31	100.0%