

EXHIBIT A

Village of

# Jones Creek

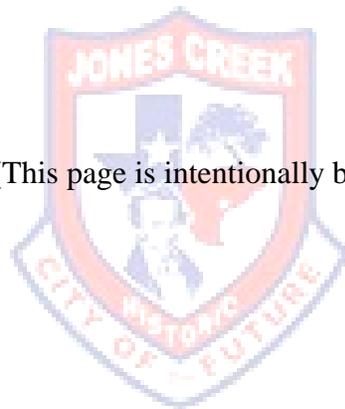
Proposed Annual Municipal Budget

October 1st, 2020 - September 31st,  
2021

This Document was prepared by  
the Mayor of Jones Creek

Village of Jones Creek  
7207 Stephen F. Austin  
Jones Creek, Texas 77541  
979-233-2700

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# Village of Jones Creek

7207 Stephen F. Austin  
Jones Creek, TX 77541  
(979)233-2700

August 28th, 2020

Dear Board of Alderman,

This document was prepared for the Village of Jones Creek's General Fund for Fiscal Year 2020 – 2021 Operating Budget in accordance with Texas Local Government Code Chapter 102. It was filed with the City Secretary/Administrator's Office on August 28<sup>th</sup>, 2020, as prescribed by LGC §102.005.

## BRIEF HISTORY OF JONES CREEK, TEXAS

Since this document is required by LGC §102.005(c) to be posted on the Village of Jones Creek's website, and will potentially be viewed by the general public, I have included a brief history of Jones Creek, Texas.

The Village of Jones Creek, Texas is located in Southwestern Brazoria County along Highway 36. It stretches for approximately 5 miles along Highway 36 and is about 2 miles wide. It is conveniently located close to Bryan Beach, Quintana Beach, and Surfside Beach, with excellent shopping and restaurants nearby in Lake Jackson, Freeport, and Brazoria.

With a current population of 2,020, it is home to Stephen F. Austin Elementary "The Pride of Jones Creek", several historical markers, and the original gravesite of Stephen F. Austin at the Gulf Prairie Cemetery.

Jones Creek is rich in history, which includes The Battle of Jones Creek, and the settlement of "The Old Three Hundred." What was once gorgeous plantations set among massive live oak trees, is now a quiet, picturesque community consisting of several churches, convenience stores, and other diverse businesses.

## OVERVIEW

It is the goal of any government to provide detailed information to the tax payers of predicted expenses and revenues. Although, some things can be pre-determined, most items on the proposed budget are subject to vary due to unforeseen or unavoidable circumstances.

Included in the proposed budget are actual cost of revenues and expenses for the 2018-2019 fiscal year. When predicting amounts for a proposed budget three previous fiscal year's revenues and expenditures, along with other documents, are used to make upcoming predictions. Again,

these numbers are a projection and are subject to change through council consideration by a budget amendment when an emergency situation applies.

### REVENUE

It is my recommendation, to propose a tax rate of \$0.411289 per \$100. This will not increase taxes and will levy the same or slightly less taxes than last fiscal year.

All other sources of revenue are predicted to remain similar as years past and some line items are accounted to have some decrease due to impacts of the national COVID-19 pandemic.

### EXPENDITURES

There are multiple key improved items to this proposed budget, along with the continual, yearly expenditures to maintain and operate the Village of Jones Creek. It is our goal to only expend funds as necessary to see to the day to day function of the City, and to stay within the guidelines set forth in the budget ordinance, once passed.

As in years past, the budget has included a line item for surplus expenses. This line item's expenditures have been eliminated due to lack of increase in revenue.

Currently the Village of Jones Creek has employed ten full-time employees and eight part-time employees. This includes members of the Jones Creek Marshal's Office Police Reserve Force.

|           | Administration | Marshal's Dept. | Municipal Court | Street Dept. | Total |
|-----------|----------------|-----------------|-----------------|--------------|-------|
| Full-time | 2              | 5               | 1               | 2            | 10    |
| Part-time | 0              | 7               | 1               | 0            | 8     |

This budget proposes a variable, up to 3%, raise for all employees to meet the increased cost of living. The amount awarded to each employee will be determined by the Marshal, City Secretary/Administrator, or Mayor, and could vary from employee to employee based on merit and longevity. This budget does not include funds for additional full-time or part-time staffing.

Also to note, the cost for retirement was decreased from a rate of 7.02% to 5.85% as indicated by the Texas Municipal Retirement System.

Furthermore, to provide our municipality with quality, educated personnel, and to encourage employee achievement, expenses for training in some departments was increased slightly.

There are no other significant notations to the expenditures of this proposed budget. All other items are general day-to-day operation costs.

### CONCLUSION

This proposed budget is shown in comparison to the current fiscal year's 2019-2020 budget and fiscal year's 2018-2019 actual amounts; however, please note the current year's budget is due to change via a budget amendment.

I encourage you to review the budget closely and look forward to your input at the upcoming City Council meeting. If you have any other questions please feel free to let me know.

Respectfully,

Gordon Schlemmer, Mayor  
Village of Jones Creek, Texas

|  |   |                                  |                                  |
|--|---|----------------------------------|----------------------------------|
| <b>Village of Jones Creek</b>            |   |                                  |                                  |
| <b>Municipal Budget for FY 2019-2020</b> |   |                                  |                                  |
|  | <b>Fiscal Year<br/>Actual 2018/2019</b> | <b>Fiscal Year<br/>2019/2020</b> | <b>Fiscal Year<br/>2020/2021</b> |

|                 |                  |                  |                           |
|-----------------|------------------|------------------|---------------------------|
| <b>REVENUES</b> |                  |                  |                           |
|                 | <b>2018/2019</b> | <b>2019/2020</b> | <b>Proposed 2020/2021</b> |

|  |           |           |           |
|--|-----------|-----------|-----------|
| <b>Certificate of Deposits/Investments</b> | \$ 70,646 | \$ 71,375 | \$ 50,579 |
|--|-----------|-----------|-----------|

|                            |                   |                   |                   |
|----------------------------|-------------------|-------------------|-------------------|
| <b>Misc. Income</b>        |                   |                   |                   |
| Brazoria County Arrest Fee | \$ 13             | \$ 10             | \$ 10             |
| Miscellaneous Revenues     | \$ 281,771        | \$ 1,000          | \$ 1,000          |
| Capital Surplus            | \$ 135,000        | \$ 135,000        | \$ 135,000        |
| <b>Total</b>               | <b>\$ 416,784</b> | <b>\$ 136,010</b> | <b>\$ 136,010</b> |

|                        |                   |                   |                   |
|------------------------|-------------------|-------------------|-------------------|
| <b>Outside Revenue</b> |                   |                   |                   |
| Ad Valorem Tax         | \$ 268,146        | \$ 280,000        | \$ 273,582        |
| BCCA                   | \$ 1,000          | \$ 1,200          | \$ 1,000          |
| Dividend Income        | \$ -              | \$ 150            | \$ 150            |
| Franchise Fees         | \$ 83,305         | \$ 95,000         | \$ 96,000         |
| Interest Earned        | \$ 11,053         | \$ 10,000         | \$ 10,000         |
| Sales Tax Revenues     | \$ 85,266         | \$ 80,000         | \$ 82,000         |
| <b>Total</b>           | <b>\$ 448,770</b> | <b>\$ 466,350</b> | <b>\$ 462,732</b> |

|                          |                  |                  |                  |
|--------------------------|------------------|------------------|------------------|
| <b>Permits/Fees</b>      |                  |                  |                  |
| Animal Registration Fees | \$ 720           | \$ 2,000         | \$ 1,500         |
| Annual Game Room Fees    | \$ 3,480         | \$ 4,700         | \$ 4,700         |
| Inspection Fees          | \$ 16,570        | \$ 12,000        | \$ 15,000        |
| Golf Cart Fees           | \$ -             | \$ 80            | \$ 80            |
| Vendor Fees              | \$ -             | \$ 50            | \$ 50            |
| <b>Total</b>             | <b>\$ 20,770</b> | <b>\$ 18,830</b> | <b>\$ 21,330</b> |

|                             |            |            |            |
|-----------------------------|------------|------------|------------|
| <b>Service Income</b>       |            |            |            |
| Court Fines                 | \$ 403,350 | \$ 365,000 | \$ 365,000 |
| Marshal's Report Fees       | \$ 47      | \$ 25      | \$ 25      |
| NSF Fee                     | \$ 20      | \$ 100     | \$ 100     |
| Credit Card Processing Fees | \$ 12,691  | \$ 15,000  | \$ 12,000  |
| Rental Income               | \$ 4,425   | \$ 5,725   | \$ 3,600   |
| Trash Bags                  | \$ 711     | \$ 600     | \$ 600     |

|                        |            |            |            |
|------------------------|------------|------------|------------|
| Trash Service Reciepts | \$ 200,212 | \$ 210,000 | \$ 225,000 |
| Total                  | \$ 621,456 | \$ 596,450 | \$ 606,325 |

|                      |                     |                     |                     |
|----------------------|---------------------|---------------------|---------------------|
| <b>TOTAL REVENUE</b> | <b>\$ 1,507,781</b> | <b>\$ 1,217,640</b> | <b>\$ 1,226,397</b> |
|----------------------|---------------------|---------------------|---------------------|

| <b>EXPENDITURES</b> |           |           |                    |
|---------------------|-----------|-----------|--------------------|
|                     | 2018/2019 | 2019/2020 | Proposed 2020/2021 |

| <b>PAYROLL</b> |  |  |  |
|----------------|--|--|--|
|----------------|--|--|--|

| <b>Salaries</b>   |            |            |            |
|-------------------|------------|------------|------------|
| Administration    | \$ 87,880  | \$ 92,274  | \$ 95,042  |
| Marshal's Dept.   | \$ 271,095 | \$ 324,304 | \$ 350,218 |
| Municipal Court   | \$ 64,618  | \$ 74,070  | \$ 76,184  |
| Street Dept.      | \$ 63,960  | \$ 67,158  | \$ 69,173  |
| <b>Benefits</b>   |            |            |            |
| Administration    | \$ 17,385  | \$ 24,382  | \$ 25,741  |
| Marshal's Dept.   | \$ 27,788  | \$ 41,936  | \$ 56,827  |
| Municipal Court   | \$ 11,213  | \$ 12,191  | \$ 12,871  |
| Street Dept.      | \$ 11,295  | \$ 12,274  | \$ 12,941  |
| <b>Retirement</b> |            |            |            |
| Administration    | \$ 6,802   | \$ 6,478   | \$ 5,560   |
| Marshal's Dept.   | \$ 10,534  | \$ 13,289  | \$ 15,808  |
| Municipal Court   | \$ 3,310   | \$ 3,148   | \$ 2,700   |
| Street Dept.      | \$ 4,951   | \$ 4,714   | \$ 4,047   |
| <b>Taxes</b>      |            |            |            |
| Administration    | \$ 6,723   | \$ 7,059   | \$ 7,271   |
| Marshal's Dept.   | \$ 20,739  | \$ 24,809  | \$ 26,792  |
| Municipal Court   | \$ 4,943   | \$ 6,464   | \$ 5,828   |
| Street Dept.      | \$ 4,893   | \$ 5,138   | \$ 5,292   |
| COC               | \$ -       | \$ -       | \$ -       |
| Direct Deposit    | \$ 400     | \$ 400     | \$ 400     |

|                               |                   |                   |                   |
|-------------------------------|-------------------|-------------------|-------------------|
| <b>TOTAL PAYROLL EXPENSES</b> | <b>\$ 618,526</b> | <b>\$ 720,088</b> | <b>\$ 772,692</b> |
|-------------------------------|-------------------|-------------------|-------------------|

| <b>ADMINISTRATIVE</b> |  |  |  |
|-----------------------|--|--|--|
|-----------------------|--|--|--|

| <b>Capital Expenditures</b> |           |           |      |
|-----------------------------|-----------|-----------|------|
| Surplus                     | \$ 23,706 | \$ 37,000 | \$ - |

| <b>Dues</b>                         |        |        |        |
|-------------------------------------|--------|--------|--------|
| BCCA                                | \$ 50  | \$ 50  | \$ 50  |
| Brazosport Chamber                  | \$ 250 | \$ 250 | \$ 250 |
| HGAC                                | \$ 200 | \$ 200 | \$ 200 |
| International Code Council          | \$ 135 | \$ 135 | \$ 135 |
| KBCBA                               | \$ 397 | \$ 397 | \$ 397 |
| Newspaper Notices                   | \$ 568 | \$ 800 | \$ 800 |
| Texas Municipal League              | \$ 750 | \$ 750 | \$ 750 |
| Texas Municipal Clerk's Association | \$ 100 | \$ 100 | \$ 100 |
| Texas Muncipal Human Res. Assoc.    | \$ -   | \$ -   | \$ 75  |
| Website                             | \$ 96  | \$ 60  | \$ 150 |

| <b>Equipment</b> |        |          |          |
|------------------|--------|----------|----------|
| City Upgrades    | \$ 609 | \$ 1,000 | \$ 1,000 |

| <b>Insurance</b>      |          |          |          |
|-----------------------|----------|----------|----------|
| Liability Insurance   | \$ 7,625 | \$ 7,700 | \$ 7,900 |
| Surety Bond           | \$ 125   | \$ 125   | \$ 125   |
| Windstorm Insurance   | \$ 3,886 | \$ 4,000 | \$ 4,000 |
| Worker's Compensation | \$ 8,565 | \$ 8,600 | \$ 9,000 |

| <b>Professional Fees</b>      |           |           |           |
|-------------------------------|-----------|-----------|-----------|
| Alarm System                  |           | \$ 480    | \$ 480    |
| Animal Control                | \$ 3,058  | \$ 4,500  | \$ 4,500  |
| Appraisal District            | \$ 1,641  | \$ 1,400  | \$ 1,800  |
| Attorney's Fees               | \$ 21,245 | \$ 12,000 | \$ 17,000 |
| Audit                         | \$ 8,970  | \$ 7,000  | \$ 9,000  |
| Building Inspections          | \$ 9,737  | \$ 10,000 | \$ 12,000 |
| Codification Update           | \$ -      | \$ 2,000  | \$ 2,000  |
| Communications Systems        | \$ 2,483  | \$ 2,500  | \$ 2,500  |
| Computer/Software Maintenance | \$ 900    | \$ 600    | \$ 900    |
| Council Expenses              | \$ 1,916  | \$ 1,500  | \$ 1,500  |
| Credit Card Fees              | \$ 6,703  | \$ 4,500  | \$ 4,000  |
| Elections                     | \$ 2,745  | \$ 2,800  | \$ 3,000  |
| EMS Service                   | \$ 37,500 | \$ -      | \$ -      |
| ERS - Assessment Fee          | \$ 35     | \$ 35     | \$ 35     |
| Event Expenses                | \$ 1,107  | \$ 1,000  | \$ 1,000  |
| Quickbook Advisor             | \$ -      | \$ 50     | \$ 50     |
| Tax Assessor                  | \$ 369    | \$ 400    | \$ 400    |
| Pest Treatment                | \$ 134    | \$ 150    | \$ 150    |

|                |  |        |        |
|----------------|--|--------|--------|
| Webpay Service |  | \$ 625 | \$ 625 |
|----------------|--|--------|--------|

|                           |          |          |          |
|---------------------------|----------|----------|----------|
| <b>Supplies</b>           |          |          |          |
| Office Copier Maintenance |          | \$ 750   | \$ 750   |
| Office Postage/Mailing    |          | \$ 1,200 | \$ 1,200 |
| Office Supplies           | \$ 3,381 | \$ 3,000 | \$ 3,000 |

|                       |          |          |          |
|-----------------------|----------|----------|----------|
| <b>Travel</b>         |          |          |          |
| Mileage               | \$ 203   | \$ 200   | \$ 450   |
| Seminars and Training | \$ 1,187 | \$ 2,000 | \$ 2,500 |

|                  |          |          |          |
|------------------|----------|----------|----------|
| <b>Utilities</b> |          |          |          |
| Electric         | \$ 4,571 | \$ 4,000 | \$ 4,500 |
| Gas              | \$ 346   | \$ 390   | \$ 350   |
| Telephones       | \$ 3,174 | \$ 3,000 | \$ 3,300 |

|                                     |                   |                   |                   |
|-------------------------------------|-------------------|-------------------|-------------------|
| <b>TOTAL ADMINISTRATIVE EXPENSE</b> | <b>\$ 158,465</b> | <b>\$ 127,247</b> | <b>\$ 101,922</b> |
|-------------------------------------|-------------------|-------------------|-------------------|

|                            |  |  |  |
|----------------------------|--|--|--|
| <b>MARSHAL'S DEPARMENT</b> |  |  |  |
|----------------------------|--|--|--|

|                           |          |          |          |
|---------------------------|----------|----------|----------|
| <b>Equipment</b>          |          |          |          |
| Aircards                  | \$ 2,089 | \$ 2,400 | \$ 2,400 |
| Law Enforcement Equipment | \$ 626   | \$ 1,000 | \$ 1,000 |

|                           |          |          |          |
|---------------------------|----------|----------|----------|
| <b>Insurance</b>          |          |          |          |
| Law Enforcement Insurance | \$ 3,551 | \$ 3,800 | \$ 3,800 |

|                               |          |          |          |
|-------------------------------|----------|----------|----------|
| <b>Professional Fees</b>      |          |          |          |
| Accurint                      | \$ 1,273 | \$ 1,200 | \$ 1,200 |
| Computer/Software Maintenance | \$ 150   | \$ 400   | \$ 400   |
| County MCT Maintenance        | \$ -     | \$ 3,000 | \$ 3,000 |
| Dispatch Service Fees         | \$ 1,122 | \$ 1,122 | \$ 1,150 |
| Leads Online                  | \$ 1,578 | \$ 1,600 | \$ 1,600 |
| RMS MCT Maintenance           | \$ 2,351 | \$ 2,400 | \$ 2,500 |
| TCLEDDS                       |          | \$ 330   | \$ 330   |

|                           |          |          |          |
|---------------------------|----------|----------|----------|
| <b>Supplies</b>           |          |          |          |
| Office Copier Maintenance |          | \$ 750   | \$ 750   |
| Office Supplies           | \$ 1,935 | \$ 2,000 | \$ 2,000 |

|                                |                  |                  |                  |
|--------------------------------|------------------|------------------|------------------|
| Uniforms                       | \$ 463           | \$ 1,200         | \$ 1,200         |
| <b>Travel</b>                  |                  |                  |                  |
| Seminars and Training          | \$ 994           | \$ 250           | \$ -             |
| <b>Utilities</b>               |                  |                  |                  |
| Telephones                     | \$ 3,084         | \$ 3,000         | \$ 2,200         |
| <b>Vehicle</b>                 |                  |                  |                  |
| Fuel                           | \$ 21,979        | \$ 30,000        | \$ 20,000        |
| Maintenance                    | \$ 8,710         | \$ 5,000         | \$ 5,000         |
| <b>TOTAL MARSHAL'S EXPENSE</b> | <b>\$ 49,905</b> | <b>\$ 59,452</b> | <b>\$ 48,530</b> |

### **MUNICIPAL COURT**

|                                      |                   |                   |                   |
|--------------------------------------|-------------------|-------------------|-------------------|
| <b>Dues</b>                          |                   |                   |                   |
| Texas Muncipal Court's Assn.         | \$ 75             | \$ 75             | \$ 75             |
| <b>Professional Fees</b>             |                   |                   |                   |
| Computer/Software Maintenance        | \$ 303            | \$ 315            | \$ 330            |
| Interpreter License                  | \$ 50             | \$ 50             | \$ 50             |
| Juror's Fees                         | \$ 234            | \$ 350            | \$ 350            |
| Omnibase                             | \$ 1,110          | \$ 1,400          | \$ 1,400          |
| Prisoner Keep                        | \$ 463            | \$ 1,500          | \$ 1,500          |
| Taxes on Fines                       | \$ 128,634        | \$ 117,000        | \$ 117,000        |
| <b>Supplies</b>                      |                   |                   |                   |
| Office Supplies                      | \$ 1,408          | \$ 1,250          | \$ 1,250          |
| <b>Travel</b>                        |                   |                   |                   |
| Mileage                              | \$ 546            | \$ 1,000          | \$ 1,000          |
| Seminars and Training                | \$ 1,499          | \$ 1,500          | \$ 1,500          |
| <b>TOTAL MUNICIPAL COURT EXPENSE</b> | <b>\$ 134,322</b> | <b>\$ 124,440</b> | <b>\$ 124,455</b> |

### **STREET MAINTENANCE**

| Maintenance                 |          |           |           |
|-----------------------------|----------|-----------|-----------|
| Building Maintenance        | \$ 7,726 | \$ 6,000  | \$ 6,000  |
| Street and Drainage Repairs | \$ 9,656 | \$ 25,000 | \$ 25,000 |
| Park Maintenance            | \$ -     | \$ 500    | \$ 500    |

| Professional Fees |        |      |      |
|-------------------|--------|------|------|
| Mowing            | \$ 330 | \$ - | \$ - |

| Supplies          |          |          |          |
|-------------------|----------|----------|----------|
| Building Supplies | \$ 2,650 | \$ 3,500 | \$ 3,500 |
| Signs             | \$ 2,557 | \$ 1,250 | \$ 1,250 |

| Travel                |      |        |        |
|-----------------------|------|--------|--------|
| Mileage               | \$ - | \$ 100 | \$ 100 |
| Seminars and Training | \$ - | \$ 500 | \$ 500 |

| Utilities     |          |          |          |
|---------------|----------|----------|----------|
| Street Lights | \$ 3,967 | \$ 6,000 | \$ 4,500 |

|                               |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|
| <b>TOTAL BUILDING EXPENSE</b> | <b>\$ 26,885</b> | <b>\$ 42,850</b> | <b>\$ 41,350</b> |
|-------------------------------|------------------|------------------|------------------|

| <b>TRASH SERVICE</b> |  |  |  |
|----------------------|--|--|--|
|----------------------|--|--|--|

| Professional Fees             |            |            |            |
|-------------------------------|------------|------------|------------|
| Computer/Software Maintenance | \$ 1,253   | \$ 650     | \$ 650     |
| Postage                       | \$ 2,700   | \$ 2,700   | \$ 2,700   |
| Sales Tax                     | \$ 15,286  | \$ 17,500  | \$ 18,500  |
| Trash Services                | \$ 107,494 | \$ 120,000 | \$ 144,000 |

| Supplies        |          |          |          |
|-----------------|----------|----------|----------|
| Office Supplies | \$ 2,271 | \$ 1,200 | \$ 1,200 |

|                            |                   |                   |                   |
|----------------------------|-------------------|-------------------|-------------------|
| <b>TOTAL TRASH EXPENSE</b> | <b>\$ 129,004</b> | <b>\$ 142,050</b> | <b>\$ 167,050</b> |
|----------------------------|-------------------|-------------------|-------------------|

|                                 |                     |                     |                     |
|---------------------------------|---------------------|---------------------|---------------------|
| <b>GRAND TOTAL EXPENDITURES</b> | <b>\$ 1,117,109</b> | <b>\$ 1,216,127</b> | <b>\$ 1,255,999</b> |
|---------------------------------|---------------------|---------------------|---------------------|

|                            |                     |                     |                     |
|----------------------------|---------------------|---------------------|---------------------|
| <b>GRAND TOTAL REVENUE</b> | <b>\$ 1,507,781</b> | <b>\$ 1,217,640</b> | <b>\$ 1,226,397</b> |
|----------------------------|---------------------|---------------------|---------------------|