

TOWN OF GREENWOOD
PARISH OF CADDO, STATE OF LOUISIANA
ORDINANCE NO. 4 OF 2018

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019.

BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana, that the budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019, and is herein adopted as follows:

BE IT FURTHER ORDAINED that all ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

GENERAL FUND BUDGET

	2019
Operating Revenues	1,007,000
Expenses - General & Administrative	513,900
Expenses - Police Department	930,400
Total Current Expenditures	1,444,300
Transfers In-Sales Tax	447,500
Transfers In-Capital	
Excess/Deficiency	10,200
Expenses Capital Outlay	
Excess/(Deficiency)	
Beginning Fund Balance	85,304
Ending Fund Balance	95,504

WATER FUND BUDGET

	2019
Operating Revenues	932,000
Operating Expenses	987,550
Operating Income/(Loss)	(55,550)
Beginning Fund Balance	3,916,561
Ending Fund Balance	3,861,011

SEWER FUND BUDGET

	2019
Operating Revenues	367,400
Operating Expenditures	393,200
Operating Income/(Loss)	(25,800)
Beginning Fund Balance	440,592
Ending Fund Balance	414,792

SALES TAX FUND BUDGET

	2019
Revenues	453,000
Expenditures	453,000
Excess/Deficiency	0
Beginning Fund Balance	805,316
Ending Fund Balance	805,316

First Reading: May 21, 2018 – Introduced and read by title and approved as read on motion by Alderman Ilgenfritz and seconded by Alderman Robinson.

Second Reading: June 18, 2018, Having been approved on the first reading on May 21, 2018, and after publication of notice and a public hearing, was read by title and on motion by Alderman Robinson and seconded by Alderman Ilgenfritz motion failed by the following roll call vote:

YEAS: (2) Robinson, Ilgenfritz
 NAYS: (1) Edwardes
 ABSENT: (1) Larsen
 ABSTAIN: (1) Newsom

Third Reading: June 28, 2018 Having been approved on the first reading on May 21, 2018, and after publication of notice and a public hearing, was read by title and on motion by Alderman Robinson and seconded by Alderman Larsen motion was approved by the following roll call vote:

YEAS: (3) Robinson, Ilgenfritz, Larsen
 NAYS: (1) Edwardes
 ABSENT: (0)
 ABSTAIN: (1) Newsom

THUS DONE, ORDAINED AND ESTABLISHED by the Board of Alderman of the Town of Greenwood, Louisiana at a meeting of said public body duly held and conducted on 28th day of June, 2018, in the Municipal Complex of the Town of Greenwood.

Veronica Brown, Town Clerk

Date Delivered to the Mayor: June 29, 2018

Date Received by the Mayor: June 29, 2018

Approved by the Mayor of the Town of Greenwood on the 29th day of June, 2018.

Frank Stawasz, Mayor

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Town Clerk of the Town of Greenwood, Caddo Parish, Louisiana, do hereby certify the foregoing Ordinance No. 4 of 2018 to be a true copy of the Ordinance as the same appears filed in this office.

This, the 29th day of June, 2018

Veronica Brown, Town Clerk

(Attach to Ordinance No.4 of 2018)

GENERAL FUND
BUDGET
FOR THE YEAR ENDED JUNE 30, 2019

	2018	2019	
	Budget	Proposed	Inc/(Dec)
<u>Operating Revenues - General & Administrative</u>			
Ad Valorem Tax	240,000.00	250,000	10,000
Insurance Premiums	45,000.00	45,000	0
Zoning Fees	1,000.00	1,000	0
Fines & Forfeitures	200,000.00	200,000	0
Occupational Licenses	60,000.00	60,000	0
Video Poker Funds	275,000.00	275,000	0
Permits	5,000.00	5,000	0
Highway Safety Grants	10,000.00	0.00	(10,000)
Franchise Fees	135,000.00	145,000	10,000
Royalties / Dividends	500.00	500	0
Accident Reports	1,000.00	1,000	0
Rental Income	20,000.00	20,000	0
Credit Card Service Fee	3,000.00	1,000	(2,000)
Interest Income	3,500.00	3,500	0
Total Operating Revenues	999,000.00	1,007,000	8,000
<u>Expenses - General & Administrative</u>			
Salaries – Mayor	30,000.00	30,000	0
Salaries – Office/Bld Grounds/Clerical	190,500.00	190,500	0
Alderman’s Allowance	15,000.00	15,000	0
Payroll Taxes	18,000.00	18,000	0
Advertising	5,000.00	5,000	0
Legal	20,000.00	20,000	0
Audit Fees	10,000.00	10,000	0
Contract Labor	0	0	0
Vehicle Expense/Auto & Truck	10,000.00	10,000	0
Fuel	8,000.00	8,000	0
Medical/Drug Tests	500.00	500	0
Insurance (Bldg/Other)	45,000.00	45,000	0
Insurance (Health/Dental)	40,000.00	40,000	0
Dues & Subscriptions/Position Bonds	4,500.00	4,500	0
Insurance (Worker’s Comp)	3,500.00	5,000	1,500
Insurance (Life)	400.00	400	0
Library/Senior Citizens Center	4,000.00	4,000	0
Dunn House Museum	5,000.00	5,000	0
Community Enhancement	10,000.00	10,000	0
Code Enforcement/Uniforms	4,000.00	4,000	0
Repairs & Maintenance	10,000.00	10,000	0
Office Expense/Comp Repair/Postage	18,000.00	16,500	(1,500)

Lease Expense	2,000.00	2,000	0
Tax Roll Expense	3,500.00	4,000	500
Printing & Publishing	9,000.00	7,500	(1,500)
Bank Charges/Credit Cards	3,500.00	3,500	0
Late fees/Penalties	500.00	500	0
Telephone	5,000.00	5,000	0
Cont. Ed/Seminars/Travel	5,000.00	5,000	0
Utilities/Street Lights	35,000.00	35,000	0
Total Operating Expenses	514,900	513,900	(1,000)
Expenses - Police Department			
Salaries	450,000.00	450,000	0
Contract Labor	0		
Payroll Taxes	16,000.00	16,000	0
Audit Fees/Professional	5,000.00	7,500	2,500
Vehicle Expense/Lease Agreement	40,000.00	30,000	(10,000)
Fuel Expense	25,000.00	30,000	5,000
Medical/Drug Test Fees	2,500.00	2,500	0
Insurance (Bldg & Other)	41,000.00	60,000	19,000
Insurance (Health & Dental)	132,000.00	140,000	8,000
Dues & Subscriptions	1,000.00	1,000	0
Insurance (Worker's Comp)	17,600.00	19,000	1,400
Insurance (Life)	1,200.00	1,200	0
Office Expense/Security/Postage	5,500.00	4,500	(1,000)
Equipment Repair/Lease	3,000.00	2,000	(1,000)
Computer R&M	3,000.00	3,000	0
Retirement	130,000.00	125,000	(5,000)
Operating Supplies/COP OP Supplies	14,000.00	14,000	0
Bldg Repairs & Maintenance	1,000.00	1,000	0
Uniforms	3,500.00	6,000	2,500
Juvenile Facilities	1,000.00	1,000	0
Telephone	6,000.00	8,000	2,000
Communication Systems	1,000.00	700	(300)
Cont Ed/Seminars/Travel/Training	7,500.00	6,000	(1,500)
Utilities	1,000.00	1,000	0
Community Policing	1,000.00	1,000	0
Total Police Dept. Expenditures	908,800.00	930,400	21,600

WATER FUND

BUDGET
FOR THE YEAR ENDED JUNE 30, 2019

	2018	2019	
	Budget	Proposed	Inc(Dec)
<u>Operating Revenues - Water</u>			
Water Sales	900,000.00	900,000	0
Connection Fees	12,000.00	12,000	0
Delinquent Penalties	19,500.00	19,500	0
Interest Income	500.00	500	0
Total Operating Revenues	932,000.00	932,000	0
<u>Operating Expenses - Water</u>			
Salaries	200,000.00	190,000	(10,000)
Prof Fees (Audit/Legal)	5,000.00	7,500	2,500
Water Sample Testing Fees	7,500.00	7,500	0
Fees/Licenses/Permits	2,000.00	2,000	0
Fuel Expense	13,000.00	10,000	(3,000)
Vehicle Expense	5,000.00	5,000	0
Lease Expense	2,700.00	2,700	0
Bldg Repair & Maintenance	2,500.00	2,500	0
Advertising/Publishing	2,500.00	2,500	0
Medical/Drug Test Fees	1,000.00	500	(500)
Insurance (Bldg/Other)	75,000.00	75,000	0
Insurance (Health/Dental)	55,000.00	48,000	(7,000)
Insurance (Worker's Comp)	8,000.00	8,000	0
Insurance (Life)	350.00	350	0
Dues & Subscriptions	1,000.00	1,000	0
Repairs & Maintenance/Contract Labor	70,000.00	70,000	0
Office Expense/Security Exp/Late Fees	10,000.00	7,000	(3,000)
Meter Expense	5,000.00	2,500	(2,500)
Operating Supplies/Exp SDW/Misc	30,000.00	30,000	0
Chemicals	85,000.00	85,000	0
Computer Repairs & Maintenance	2,500.00	2,500	0
Postage	5,000.00	5,000	0
Uniforms	4,000.00	2,000	(2,000)
Bank Charges	7,000.00	7,000.00	0
Payroll Taxes	13,500.00	13,500.00	0
Telephone	7,500.00	7,500.00	0
Professional Development/Travel/Training	3,000.00	3,000.00	0
Water (DOWAS)	30,000.00	30,000.00	0
Other Utilities	60,000.00	60,000.00	0
Bond Expense	300,000.00	300,000.00	0
Total Operating Expenses	1,013,050	987,550	(25,500)

SEWER FUND
BUDGET
FOR THE YEAR ENDED JUNE 30, 2019

	2018	2019	
	Budget	Proposed	Inc(Dec)
<u>Operating Revenues - Sewer</u>			
Sewer Charges/Tap in Fees	360,000.00	360,000	0
Delinquent Penalties	7,000.00	7,000.00	0
Interest Income	400.00	400.00	0
Total Operating Revenues	367,400.00	367,400.00	0
<u>Operating Expenditures - Sewer</u>			
Salaries	100,000.00	80,000	(20,000)
Payroll Taxes	8,500.00	6,000	(2,500)
Prof Fees (Audit/Legal)	10,000.00	10,000	0
Sewer Sample Testing Fees	5,000.00	5,000	0
Fuel Expense	4,000.00	8,000	4,000
Medical/Drug Test Fees	500.00	500	0
Insurance (Bldg/Other)	15,000.00	10,000	(5,000)
Insurance (Health & Dental)	20,000.00	40,000	20,000
Insurance (Worker's Comp)	3,500.00	3,500	0
Insurance (Life)	200.00	200	0
Repairs & Maintenance - Infrastructure	45,000.00	45,000	0
Repairs & Maintenance - Lift Stations	50,000.00	50,000.00	0
Vehicle Expense	2,000.00	2,000.00	0
Operating Supplies/Misc/Bank Charges	10,000.00	10,000.00	0
Chemicals	10,000.00	5,000	(5,000)
Office Expense	4,000.00	4,000.00	0
Postage	4,500.00	4,500.00	0
Uniforms	1,500.00	2,000	500
Bldg Repair & Maintenance/Comp R&M	2,000.00	2,000.00	0
Telephone	3,500.00	3,500.00	0
Professional Develop/Training/Travel	2,000.00	2,000.00	0
Bond Payment	75,000.00	75,000	0
Utilities	30,000.00	25,000	(5,000)
Total Operating Expenditures	406,200.00	393,200	(13,000)

SALES TAX FUND
BUDGET
 FOR THE YEAR ENDED JUNE 30, 2019

	2018 Budget	2019 Proposed	Inc/Dec
<u>Revenues - Sales Tax</u>			
Sales Tax Revenue	430,000.00	450,000.00	20,000.00
Interest Income	3,000.00	3,000.00	0
Total Revenues	433,000.00	453,000.00	20,000.00
<u>Expenditures - Sales Tax</u>			
Sales Tax Collection Fees	4,500.00	5,500.00	1,000.00
Transfer Out-General Fund	428,500.00	447,500.00	19,000.00
Transfer Out – Water Fund	0		0
Transfer Out – Sewer Fund	0		0
Total Transfers (Out)	433,000.00	453,000.00	20,000