

Hon. Carina Hernandez, City Mayor Hon. Juany Valdez, City Commissioner Hon. Daisy Perez, City Commissioner

# 2025-2026 Fiscal Year Proposed Budget

Prepared By:

Honorable Carina Hernandez and PMC, LLC.

Filed on the 5<sup>th</sup> day of September 2025 by the Honorable Carina Hernandez, Mayor of the City of El Cenizo.



956-724-5916



administrator@cityofelcenizotexas.com



#### **Proposed Budget Filing Certification**

#### CITY OF EL CENIZO, TEXAS

#### WEBB COUNTY

#### CERTIFICATION OF FILING OF THE PROPOSED BUDGET

In accordance with Section 102.005 of the Texas Local Government Code, I, the undersigned, hereby certify that the Proposed Budget for the Fiscal Year 2025–2026 of the City of El Cenizo, Texas, has been duly filed with the office of the City Secretary and is available for public inspection.

This certification is executed to provide official notice that the Proposed Budget reflects the financial plan for the City of El Cenizo for the fiscal year beginning October 1, 2025, and ending September 30, 2026, and has been prepared in compliance with applicable laws of the State of Texas.

Executed this <u>Q</u> day of <u>Septemble</u> 2025, in El Cenizo, Webb County, Texas.

Honorable Carina Hernandez

City Mayor

City of El Cenizo, Texas

Attested by:

Juany Perez

City Secretary/Clerk

City of El Cenizo, Texas

# Total Estimated General Fund Revenues

\$752,656.19

# Total Estimated General Fund Expenditures

\$649,139.58

Total Estimated
General Fund Revenues over
Expenditures

\$103,516.61

# PROPOSED ANTICIPATED REVENUES

Anticipated General Fund Revenues are the projected income sources that a municipality expects to collect during a given fiscal year to support its General Fund. The General Fund is the city's primary operating fund and accounts for the majority of day-to-day governmental services, including administration, public safety, public works, code enforcement, parks, libraries, and community programs.

These revenues are "anticipated" because they are based on forecasts, estimates, and legally adopted rates/fees rather than actual collections. They form the basis for the city's annual budget appropriation authority.

General Fund Revenues	FY 25-26 Proposed
Ad Valorem Taxes	\$ 453,488.19
Sales and Use Taxes	\$ 75,000.00
Franchise Fees	\$ 31,000.00
Licenses, Permits & Fees	\$ 100.00
Charges for Services	\$ 100.00
Interest Earnings	\$ 100.00
Lease and Rental	\$ 4,200.00
Other Revenue	\$ 100.00
Grant Income	\$ <u>-</u>
Solid Waste Collection	\$ 188,568.00

## PROPOSED ANTICIPATED EXPENDITURES

Anticipated General Fund Expenditures are the projected costs the city expects to incur during a given fiscal year to operate and maintain its general governmental functions and services. These expenditures represent the planned allocation of resources from the General Fund — the city's primary operating fund — and are authorized through the adoption of the annual budget by the governing body.

They are "anticipated" because they are budgeted estimates based on prior years' trends, contractual obligations, staffing levels, service demands, and policy priorities, rather than actual spending.

General Fund Expenditures	FY 2025-2026 Proposed
General Government Operations	\$ 279,769.58
General Government Administration	\$ 82,340.00
El Cenizo Police Department	\$ -
Volunteer Fire Department	\$ 11,000.00
Public Works Department	\$ 97,780.00
Municipal Court	\$ 6,250.00
Public Library	\$ 14,700.00
Animal Control & Shelter	\$ 29,200.00
Solid Waste Department	\$ 128,100.00

# WEBB COUNTY APPRAISAL DISTRICT



# 2025 CITY OF EL CENIZO CERTIFICATION TOTALS

**JULY 21, 2025** 



PHONE: (956)718-4091 FAX: (956)718-4052

### CERTIFICATION OF YEAR 2025 APPRAISAL ROLL FOR CITY OF EL CENIZO

"I, BOBBY PEREGOY, CHIEF APPRAISER FOR WEBB COUNTY APPRAISAL DISTRICT, SOLEMNLY SWEAR THAT THE ATTACHED IS THAT PORTION OF THE APPROVED APPRAISAL ROLL OF THE WEBB COUNTY APPRAISAL DISTRICT WHICH LISTS PROPERTY TAXABLE BY

#### CITY OF EL CENIZO

AND CONSTITUTES THE APPRAISAL ROLL FOR WEBB COUNTY APPRAISAL DISTRICT PURSUANT TO SECTION 26.01 OF THE TEXAS PROPERTY TAX CODE."

#### YEAR 2025 APPRAISAL ROLL INFORMATION:

TOTAL APPRAISED VALUE	\$ 96,147,465
TOTAL NET APPRAISED VALUE	\$ 93,400,353
TOTAL NET TAXABLE VALUE	\$ 66,172,067
NUMBER OF ACCOUNTS	1,137

BOBBY PEREGOY CHIEF APPRAISER JULY 21, 2025 DATE

PHONE: (956)718-4091 FAX: (956)718-4052

### CERTIFICATE OF VALUATIONS UNDER PROTEST

THE STATE OF TEXAS

COUNTY OF WEBB

I, THE UNDERSIGNED, THE DULY SELECTED CHIEF APPRAISER OF WEBB COUNTY APPRAISAL DISTRICT, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE FOLLOWING IS A TRUE AND CORRECT STATEMENT OF THE VALUATION FOR TAXABLE PROPERTY UNDER PROTEST, PENDING BEFORE THE APPRAISAL REVIEW BOARD AND NOT INCLUDED ON THE FINAL CERTIFIED APPRAISAL ROLL WITHIN FOR:

#### CITY OF EL CENIZO

FOR THE YEAR **2025**, AFTER BEING SUBMITTED TO AND APPROVED BY THE APPRAISAL REVIEW BOARD FOR THE FINAL TIME.

TOTAL NET TAXABLE VALUE UNDER PROTEST AND NOT INCLUDED ON THE CERTIFIED APPRAISAL ROLL

**\$** 0

SIGNED THIS 21ST DAY OF JULY, 2025.

BOBBY PEREGOY CHIEF APPRAISER



PHONE: (956)718-4091 FAX: (956)718-4052

### CERTIFICATE OF CERTAIN TAXABLE PROPERTIES NOT INCLUDED ON THE APPRAISAL ROLL

THE STATE OF TEXAS

COUNTY OF WEBB

I, THE UNDERSIGNED, THE DULY SELECTED CHIEF APPRAISER OF WEBB COUNTY APPRAISAL DISTRICT, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE FOLLOWING IS A TRUE AND CORRECT STATEMENT OF THE VALUATION FOR TAXABLE PROPERTY, PURSUANT TO SECTION 26.01 (D) OF THE TEXAS PROPERTY TAX CODE, REASONABLY LIKELY TO BE ADDED TO THE APPRAISAL ROLL AND TAXABLE BY THE TAXING UNIT BUT THAT WAS NOT INCLUDED ON THE FINAL CERTIFIED APPRAISAL ROLL WITHIN:

#### **CITY OF EL CENIZO**

FOR THE YEAR **2025**, BEFORE BEING SUBMITTED TO AND APPROVED BY THE APPRAISAL REVIEW BOARD FOR THE FINAL TIME.

TOTAL NET TAXABLE VALUE OF CERTAIN TAXABLE PROPERTIES NOT INCLUDED ON THE CERTIFIED APPRAISAL ROLL

\$\_\_\_\_0

SIGNED THIS 21ST DAY OF JULY, 2025.

BOBBY PEREGOY CHIEF APPRAISER



PHONE: (956)718-4091 FAX: (956)718-4052

### CERTIFICATE OF CERTAIN RENDITION RELATED PENALTIES

THE STATE OF TEXAS

**COUNTY OF WEBB** 

I, THE UNDERSIGNED, THE DULY SELECTED CHIEF APPRAISER OF WEBB COUNTY APPRAISAL DISTRICT, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE FOLLOWING IS A TRUE AND CORRECT STATEMENT FOR THE IMPOSITION OF A RENDITION RELATED PENALTY, PURSUANT TO H. B. 2491 AMENDING SEC. 22.28 OF THE TEXAS PROPERTY TAX CODE, WHICH ESTABLISHES THAT THE ASSESSOR SHALL ADD A 10% PENALTY OF THE TOTAL AMOUNT OF TAXES IMPOSED ON THE PROPERTY FOR THAT YEAR AND INCLUDE THE PENALTY IN THE TAX BILL (S) FOR:

#### **CITY OF EL CENIZO**

FOR THE YEAR **2025**, THE PENALTY IMPOSED AND APPROVED BY THE CHIEF APPRAISER FOR PROPERTY OWNERS WHO FAILED TO TIMELY FILE A RENDITION STATEMENT OR PROPERTY REPORT REQUIRED BY CHAPTER 22, TEXAS PROPERTY TAX CODE ARE ESTABLISHED ON THE LISTING INCLUDED IN THE EXPORT FILE.

SIGNED THIS 21ST DAY OF JULY, 2025.

BOBBY PEREGOY CHIEF APPRAISER

### APPRAISAL TOTALS

7-21-2025

Run ID: 2504

Type: Certification Totals

Year: 2025

As of Roll Correction: 0
Property Type List: All
Taxing Unit List: C3

Taxing Unit Selection Type: Taxing Unit

Mineral Company:

Tag List:

**Property List:** 

**Custom Query:** 

POWERED BY: TRUE PRODIGY

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2025	Certification Totals	CITY OF EL CENIZO	WEBB CAD
C3			As of Roll # 0

NO <sup>7</sup>	UNDER REVIEW	UNDER REVIEW	TOTAL
REAL PROPERTY & MFT HOMES	(Count) (1,068)	(Count) (0)	(Count) (1,068)
Land HS Value	10,342,508	0	10,342,508
Land NHS Value	17,443,805	0	17,443,805
Land Ag Market Value	0	0	0
Land Timber Market Value	0	0	0
Total Land Value	27,786,313	0	27,786,313
Improvement HS Value	25,956,767	0	25,956,767
Improvement NHS Value	41,531,624	0	41,531,624
Total Improvement	67,488,391	0	67,488,391
Market Value	95,274,704	0	95,274,704
<b>BUSINESS PERSONAL PROPERTY</b>	(34)	(0)	(34)
Market Value	780,974	0	780,974
OIL & GAS / MINERALS	(35)	(0)	(35)
Market Value	91,787	0	91,787
OTHER (Intangibles)	(0)	(0)	(0)
Market Value	0	0	0
	(Total Count) (1,137)	(Total Count) (0)	(Total Count) (1,137)
TOTAL MARKET	96,147,465	0	96,147,465
Ag Productivity	0	0	0
Ag Loss (-)	0	0	0
Timber Productivity	0	0	0
Timber Loss (-)	0	0	0
APPRAISED VALUE	96,147,465	0	96,147,465
	100.0%	0.0%	100.0%
HS CAP Limitation Value (-)	2,715,942	0	2,715,942
CB CAP Limitation Value (-)	31,170	0	31,170
NET APPRAISED VALUE	93,400,353	0	93,400,353
Total Exemption Amount	27,228,286	0	27,228,286
NET TAXABLE	66,172,067	0	66,172,067
TAX LIMIT/FREEZE ADJUSTMENT	1,222,350	0	1,222,350
LIMIT ADJ TAXABLE (I&S)	64,949,717	0	64,949,717
CHAPTER 312 ADJUSTMENT	0	0	0
CHAPTER 313 ADJUSTMENT	0	0	0
LIMIT ADJ TAXABLE (M&O)	64,949,717	0	64,949,717

APPROX TOTAL LEVY = LIMIT ADJ TAXABLE \* (TAX RATE / 100) + ACTUAL TAX \$369,650.75 = 64,949,717 \* (0.560000 / 100) + \$5,932.33

#### **CITY OF EL CENIZO**

WEBB CAD As of Roll # 0

Tax Limit Adjustment Breakdown

(Freeze)

#### **NOT UNDER REVIEW**

Limitation	Net Appr	Taxable	Act Tax	Ceiling	Count
DP	67,360	55,360	310.02	334.67	1
OV65	1,543,658	1,166,990	5,622.31	5,687.23	21
Total	1,611,018	1,222,350	5,932.33	6,021.9	22

Tax Rate: 0.560000

#### **UNDER REVIEW**

#### **TOTAL**

С3

Limitation	Net Appr	Taxable	Act Tax	Ceiling	Count
DP	67,360	55,360	310.02	334.67	1
OV65	1,543,658	1,166,990	5,622.31	5,687.23	21
Total	1,611,018	1,222,350	5,932.33	6,021.9	22

Tax Rate: 0.560000

**CITY OF EL CENIZO** 

**Exemptions** 

WEBB CAD
As of Roll # 0

<b>EXEMPTIONS</b>	NOT UNDER RI	EVIEW	UNDER F	REVIEW	TC	TAL
Exemption	Total	Count	Total	Count	Total	Count
Homestead Exemptions						
OV65-Local	2,878,704	152	0	0	2,878,704	152
OV65-State	0	0	0	0	0	0
OV65-Prorated	0	0	0	0	0	C
OV65S-Local	260,000	14	0	0	260,000	14
OV65S-State	0	0	0	0	0	0
OV65S-Prorated	0	0	0	0	0	0
DP-Local	716,972	42	0	0	716,972	42
DP-State	0	0	0	0	0	0
DP-Prorated	0	0	0	0	0	0
Subtotal for Homestead Exemptions	3,855,676	208	0	0	3,855,676	208
Disabled Veterans Exemption	ons					
DV4	48,000	4	0	0	48,000	4
Subtotal for Disabled Veterans Exemptions	48,000	4	0	0	48,000	4
Special Exemptions						
SO	34,813	1	0	0	34,813	1
Subtotal for Special Exemptions	34,813	1	0	0	34,813	1
Absolute Exemptions						
Exempt UD	8,908	2	0	0	8,908	2
EX-XV	23,267,274	31	0	0	23,267,274	31
EX-XV-PRORATED	0	0	0	0	0	0
EX366	13,615	15	0	0	13,615	15
Subtotal for Absolute Exemptions	23,289,797	48	0	0	23,289,797	48
Total:	27,228,286	261	0	0	27,228,286	261

#### **CITY OF EL CENIZO**

WEBB CAD As of Roll # 0

No-New-Revenue Tax Rate Assumption

**New Value** 

C3

Total New Market Value: \$981,623 Total New Taxable Value: \$981,623

Total New Taxable Value: \$981,623

JETI Chapter 313

New Market Value:\$0New Market Value:\$0New Taxable Value:\$0New Taxable Value:\$0

**Exemption Loss** 

**New Absolute Exemptions** 

Exemption Description Count Last Year Market Value
Absolute Exemption Value Loss:

0
0

**New Partial Exemptions** 

ExemptionDescriptionCountPartial Exemption AmtDPDisability110,000OV65Over 655100,000SOSolar/Wind Powered Energy Devices134,813

Partial Exemption Value Loss: 7 144,813
Total NEW Exemption Value 144,813

**Increased Exemptions** 

Exemption Description Count Increased Exemption Amt Increased Exemption Value Loss:

0 0

Total Exemption Value Loss:

144,813

**Average Homestead Value** 

 Category
 Count of HS
 Average Market
 Average Exemption
 Average Taxable

 A Only
 405
 86,940
 0
 80,241

 A & E
 405
 86,940
 0
 80,241

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#### **CITY OF EL CENIZO**

WEBB CAD
As of Roll # 0

#### **State Category Breakdown**

#### Not Under Review

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
Α	Single-family Residential	868		756,733	66,789,222	60,166,597
В	Multifamily Residential	1		0	172,786	172,786
C1	Vacant Lots and Tracts	114		0	3,113,793	3,113,793
E	Rural Land, Not Qualified for Open-Space Land	1		0	4,836	4,836
F1	Commercial Real Property	7		0	900,442	900,442
G1	Oil and Gas	31		0	82,843	82,843
J3	Electric Companies (including Co-ops)	1		0	467,600	467,600
J4	Telephone Companies (including Co-ops)	1		0	26,370	26,370
J6	Pipelines	1		0	8,070	8,070
L1	Commercial Personal Property	12		0	109,352	74,539
L2	Industrial and Manufacturing Personal Property	1		0	117,390	117,390
M1	Mobile Homes	72		224,890	1,047,211	1,019,048
S	Special Inventory	1		0	17,753	17,753
XB	Income Producing Tangible Personal	16		0	13,579	0
XC	Mineral Interest Valued Under \$500(§11.146)	2		0	36	0
XV	Other Totally Exempt Properties (including	38		0	23,276,182	0
		Totals:	0	981,623	96,147,465	66,172,067

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**CITY OF EL CENIZO** 

WEBB CAD
As of Roll # 0

**State Category Breakdown** 

**Under Review** 

Code Description

Count Acres New Value

Market Value Taxable Value

Totals:

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#### **CITY OF EL CENIZO**

WEBB CAD
As of Roll # 0

#### **State Category Breakdown**

#### **Grand Totals**

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
Α	Single-family Residential	868		756,733	66,789,222	60,166,597
В	Multifamily Residential	1		0	172,786	172,786
C1	Vacant Lots and Tracts	114		0	3,113,793	3,113,793
E	Rural Land, Not Qualified for Open-Space Land	1		0	4,836	4,836
F1	Commercial Real Property	7		0	900,442	900,442
G1	Oil and Gas	31		0	82,843	82,843
J3	Electric Companies (including Co-ops)	1		0	467,600	467,600
J4	Telephone Companies (including Co-ops)	1		0	26,370	26,370
J6	Pipelines	1		0	8,070	8,070
L1	Commercial Personal Property	12		0	109,352	74,539
L2	Industrial and Manufacturing Personal Property	1		0	117,390	117,390
M1	Mobile Homes	72		224,890	1,047,211	1,019,048
S	Special Inventory	1		0	17,753	17,753
XB	Income Producing Tangible Personal	16		0	13,579	0
XC	Mineral Interest Valued Under \$500(§11.146)	2		0	36	0
XV	Other Totally Exempt Properties (including	38		0	23,276,182	0
		Totals:	0	981,623	96,147,465	66,172,067

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2025	Certification Totals
C3	

#### **CITY OF EL CENIZO**

WEBB CAD As of Roll # 0

Top Taxpaye	ers
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Rank	Owner ID	Taxpayer Name	Market Value	Taxable Value
1	10167578	AEP Texas Inc	\$467,600	\$467,600
2	81553	VASQUEZ ROGELIO &	\$454,421	\$444,352
3	10027457	DAVILA CARLOS & LORENA A	\$341,417	\$336,612
4	10150457	HERNANDEZ ARNOLDO GARZA	\$330,787	\$330,787
5	102738	BANUELOS GUADALUPE &	\$284,074	\$284,074
6	10155924	ELIZONDO JUAN	\$308,129	\$282,308
7	87814	VASQUEZ ROGELIO & M SOLEDAD	\$263,503	\$263,503
8	10027376	REYNERO MIGUEL	\$255,550	\$255,550
9	432165	GONGORA JOSE ANDRES ALBERTO &	\$256,254	\$249,554
10	391735	BALDAZO RUTH ARELI	\$257,842	\$240,160
11	10051926	SAUCEDO OZIEL & WF ARACELI	\$239,056	\$230,372
12	106757	RAMIREZ TOMAS	\$242,118	\$228,257
13	10026116	VASQUEZ ROGELIO & WF MARIA	\$227,639	\$227,639
14	95003	RAMIREZ GABRIEL & MARIA ALICIA	\$247,913	\$213,670
15	10053579	CANTU ALBERTO & WF MARIA A	\$221,702	\$213,635
16	105623	AGUIRRE JUAN	\$251,932	\$211,364
17	96298	ZOROLA JUAN MARTIN	\$221,081	\$205,808
18	10115972	HERNANDEZ MARIO BERNARDO	\$225,596	\$205,565
19	10193231	RICO JUAN G &	\$205,411	\$205,411
20	86075	MARFIL MARIA CRISTINA	\$209,218	\$204,438
		Total	\$5,511,243	\$5,300,659

#### 2025 EFFECTIVE TAX RATE WORKSHEET CERTIFICATION TOTALS 07/21/2025

#### JURISDICTION:

CITY OF FL CENIZO				
	CITY	∩E	CEN	1176

5.	2024 Taxable value lost because court appeals of	ARB Decisio	ns reduced 20	24 appraised value.	
	A. Original 2024 Value: \$0	В. А	djusted Value:	\$0	\$0
6.	2024 Taxable value subject to an appeal under Ch	apter 42, as	of July 25.		
	a. 2024 ARB Certified Value			\$0	
	b. 2024 Disputed Value	(minus) -		\$0	
	c. 2024 Undisputed Value			\$0	\$0
9.	2024 Taxable value of property in territory the un	ry 1, 2025.	\$0		
10.	2024 Taxable value lost because property first qua	alified for ar	exemption in	2025.	
	A. Absolute Exempt: \$0	В. Р	artial Exempt:	\$144,813	\$144,813
11.	2024 Taxable value lost because property first qu timber or restricted timber appraisal, recreatio special appraisal in 2024.		-	•	
	A. 2024 Market: \$0		B2025 Ag:	\$0	\$0
18.	Total 2025 Taxable values on the 2025 CERTIFIED	appraisal ro	ll today.		
	A. CERTIFIED values only:		\$66	,172,067	
	B. Counties: Include railroad rolling stock value certified by	Comptroller +	. [	\$0	
	C. Pollution control exemption and energy storag exempted for the current tax year for the first tim property.	· -	=		
		(minus) -		\$0	
	D. Tax increment financing: Deduct the 2025 capture by a taxing unit in a tax increment financing zone for tax increment fund. Do not include any new property	which the 2	025 taxes will b	e deposited into the	
		-	(Complete by Ta	axing Representative)	\$66,172,067
19.	Total 2025 Taxable value of properties under prot	est not inclu	uded on CERTI	FIED appraisal roll.	
	A. 2025 Taxable value of properties under protest:		[	\$0	
	B. 2025 value of properties NOT under protest or inc CERTIFIED appraisal roll	luded on	[	<b>\$0</b>	\$0
20.	2025 tax ceilings. Counties, cities and junior colleg				
	Enter 2025 Total taxable value of homesteads with ta	-	hese include		
	the homesteads of homeowners age 65 or older or center 0. If you taxing units adopted the tax ceiling process.	disabled. Oth	er taxing units	ear	
	for homeowners age 65 or older or disabled, use this	step.		\$1,222,350	\$1,222,350
22.	Total 2025 taxable value of properties in territory	annexed af	ter January 1,	2024.	\$0
23.	Total 2025 taxable value of new improvements	s and new	personal prop	erty located in new	
	improvements.		· ·		\$981,623

<sup>\*\*</sup>The worksheet provided above is to facilitate the completion of the Truth and Taxation tax rate calculation. Please proceed with caution by comparing and validating the total values with the Certified Total Reports that are provided herein. WCAD is not liable or responsible for any error or miscalculation from utilize the aformentioned data.

### APPRAISAL TOTALS

7-21-2025

Run ID: 2504

Type: Certification Totals

Year: 2025

As of Roll Correction: 0
Property Type List: All
Taxing Unit List: C3

Taxing Unit Selection Type: Taxing Unit

Mineral Company:

Tag List:

**Property List:** 

**Custom Query:** 

POWERED BY: TRUE PRODIGY

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2025	Certification Totals	CITY OF EL CENIZO	WEBB CAD
C3			As of Roll # 0

NO.	UNDER REVIEW	UNDER REVIEW	/ TOTAL
REAL PROPERTY & MFT HOMES	(Count) (1,068)	(Count) (0)	(Count) (1,068)
Land HS Value	10,342,508	0	10,342,508
Land NHS Value	17,443,805	0	17,443,805
Land Ag Market Value	0	0	0
Land Timber Market Value	0	0	0
Total Land Value	27,786,313	0	27,786,313
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Improvement NHS Value	41,531,624	0	41,531,624
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Market Value	95,274,704	0	95,274,704
<b>BUSINESS PERSONAL PROPERTY</b>	(34)	(0)	(34)
Market Value	780,974	0	780,974
OIL & GAS / MINERALS	(35)	(0)	(35)
Market Value	91,787	0	91,787
OTHER (Intangibles)	(0)	(0)	(0)
Market Value	0	0	0
	(Total Count) (1,137)	(Total Count) (0)	(Total Count) (1,137)
TOTAL MARKET	96,147,465	0	96,147,465
Ag Productivity	0	0	0
Ag Loss (-)	0	0	0
Timber Productivity	0	0	0
Timber Loss (-)	0	0	0
APPRAISED VALUE	96,147,465	0	96,147,465
	100.0%	0.0%	100.0%
HS CAP Limitation Value (-)	2,715,942	0	2,715,942
CB CAP Limitation Value (-)	31,170	0	31,170
NET APPRAISED VALUE	93,400,353	0	93,400,353
Total Exemption Amount	27,228,286	0	27,228,286
NET TAXABLE	66,172,067	18 0	19a <b>66,172,067</b>
TAX LIMIT/FREEZE ADJUSTMENT	1,222,350	0	1,222,350
LIMIT ADJ TAXABLE (I&S)	64,949,717	0	64,949,717
CHAPTER 312 ADJUSTMENT	0	0	0
CHAPTER 313 ADJUSTMENT	0	0	0
LIMIT ADJ TAXABLE (M&O)	64,949,717	0	64,949,717
LIIVII I ADJ IAAADLL (IVIQO)	U4,343,1 1 <i>1</i>	U	U4,343,1 1 <i>1</i>

APPROX TOTAL LEVY = LIMIT ADJ TAXABLE \* (TAX RATE / 100) + ACTUAL TAX \$369,650.75 = 64,949,717 \* (0.560000 / 100) + \$5,932.33

#### **CITY OF EL CENIZO**

WEBB CAD As of Roll # 0

Tax Limit Adjustment Breakdown (Freeze)

C3

#### NOT UNDER REVIEW

Limitation	Net Appr	Taxable	Act Tax	Ceiling	Count
DP	67,360	55,360	310.02	334.67	1
OV65	1,543,658	1,166,990	5,622.31	5,687.23	21
Total	1,611,018	1,222,350 <b>20</b>	5,932.33	6,021.9	22

Tax Rate: 0.560000

#### **UNDER REVIEW**

#### **TOTAL**

Limitation	Net Appr	Taxable	Act Tax	Ceiling	Count
DP	67,360	55,360	310.02	334.67	1
OV65	1,543,658	1,166,990	5,622.31	5,687.23	21
Total	1,611,018	1,222,350	5,932.33	6,021.9	22

Tax Rate: 0.560000

**CITY OF EL CENIZO** 

**Exemptions** 

WEBB CAD
As of Roll # 0

<b>EXEMPTIONS</b>	NOT UNDER RI	EVIEW	UNDER F	REVIEW	TC	TAL
Exemption	Total	Count	Total	Count	Total	Count
Homestead Exemptions						
OV65-Local	2,878,704	152	0	0	2,878,704	152
OV65-State	0	0	0	0	0	0
OV65-Prorated	0	0	0	0	0	C
OV65S-Local	260,000	14	0	0	260,000	14
OV65S-State	0	0	0	0	0	0
OV65S-Prorated	0	0	0	0	0	0
DP-Local	716,972	42	0	0	716,972	42
DP-State	0	0	0	0	0	0
DP-Prorated	0	0	0	0	0	0
Subtotal for Homestead Exemptions	3,855,676	208	0	0	3,855,676	208
Disabled Veterans Exemption	ons					
DV4	48,000	4	0	0	48,000	4
Subtotal for Disabled Veterans Exemptions	48,000	4	0	0	48,000	4
Special Exemptions						
SO	34,813	1	0	0	34,813	1
Subtotal for Special Exemptions	34,813	1	0	0	34,813	1
Absolute Exemptions						
Exempt UD	8,908	2	0	0	8,908	2
EX-XV	23,267,274	31	0	0	23,267,274	31
EX-XV-PRORATED	0	0	0	0	0	0
EX366	13,615	15	0	0	13,615	15
Subtotal for Absolute Exemptions	23,289,797	48	0	0	23,289,797	48
Total:	27,228,286	261	0	0	27,228,286	261

#### **CITY OF EL CENIZO**

**WEBB CAD** As of Roll #0

**No-New-Revenue Tax Rate Assumption** 

**New Value** 

C3

Total New Market Value: \$981,623 Total New Taxable Value: \$981,623 23

**JETI** Chapter 313

New Market Value: \$0 New Market Value: \$0 New Taxable Value: \$0 New Taxable Value: \$0

**Exemption Loss** 

**New Absolute Exemptions** 

Exemption Description Count Last Year Market Value Absolute Exemption Value Loss: 0 **0**10a

**New Partial Exemptions** 

Count Partial Exemption Amt Exemption Description DP Disability 10,000 **OV65** 5 100,000 Over 65 SO Solar/Wind Powered Energy Devices 1 34,813

Partial Exemption Value Loss: 7 144,813 10b \*144,813

Total NEW Exemption Value

**Increased Exemptions** 

Exemption Description Count **Increased Exemption Amt** Increased Exemption Value Loss: 0 144,813

**Total Exemption Value Loss:** 

New Ag/Timber Exemptions 11 a -0- 11 b -0-

New Deannexations 9 -0-New Annexations 22 -0-

**Average Homestead Value** 

Average Market Category Count of HS **Average Exemption** Average Taxable A Only 86,940 405 80,241 A & E 405 86,940 0 80,241

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#### **CITY OF EL CENIZO**

WEBB CAD
As of Roll # 0

#### **State Category Breakdown**

#### Not Under Review

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
Α	Single-family Residential	868		756,733	66,789,222	60,166,597
В	Multifamily Residential	1		0	172,786	172,786
C1	Vacant Lots and Tracts	114		0	3,113,793	3,113,793
E	Rural Land, Not Qualified for Open-Space Land	1		0	4,836	4,836
F1	Commercial Real Property	7		0	900,442	900,442
G1	Oil and Gas	31		0	82,843	82,843
J3	Electric Companies (including Co-ops)	1		0	467,600	467,600
J4	Telephone Companies (including Co-ops)	1		0	26,370	26,370
J6	Pipelines	1		0	8,070	8,070
L1	Commercial Personal Property	12		0	109,352	74,539
L2	Industrial and Manufacturing Personal Property	1		0	117,390	117,390
M1	Mobile Homes	72		224,890	1,047,211	1,019,048
S	Special Inventory	1		0	17,753	17,753
XB	Income Producing Tangible Personal	16		0	13,579	0
XC	Mineral Interest Valued Under \$500(§11.146)	2		0	36	0
XV	Other Totally Exempt Properties (including	38		0	23,276,182	0
		Totals:	0	981,623	96,147,465	66,172,067

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**CITY OF EL CENIZO** 

WEBB CAD
As of Roll # 0

**State Category Breakdown** 

**Under Review** 

Code Description

Count Acres New Value

Market Value Taxable Value

Totals:

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#### **CITY OF EL CENIZO**

WEBB CAD
As of Roll # 0

#### **State Category Breakdown**

#### **Grand Totals**

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
Α	Single-family Residential	868		756,733	66,789,222	60,166,597
В	Multifamily Residential	1		0	172,786	172,786
C1	Vacant Lots and Tracts	114		0	3,113,793	3,113,793
E	Rural Land, Not Qualified for Open-Space Land	1		0	4,836	4,836
F1	Commercial Real Property	7		0	900,442	900,442
G1	Oil and Gas	31		0	82,843	82,843
J3	Electric Companies (including Co-ops)	1		0	467,600	467,600
J4	Telephone Companies (including Co-ops)	1		0	26,370	26,370
J6	Pipelines	1		0	8,070	8,070
L1	Commercial Personal Property	12		0	109,352	74,539
L2	Industrial and Manufacturing Personal Property	1		0	117,390	117,390
M1	Mobile Homes	72		224,890	1,047,211	1,019,048
S	Special Inventory	1		0	17,753	17,753
XB	Income Producing Tangible Personal	16		0	13,579	0
XC	Mineral Interest Valued Under \$500(§11.146)	2		0	36	0
XV	Other Totally Exempt Properties (including	38		0	23,276,182	0
		Totals:	0	981,623	96,147,465	66,172,067

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2025	Certification Totals
C3	

#### **CITY OF EL CENIZO**

WEBB CAD As of Roll # 0

Top Taxpaye	ers
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Rank	Owner ID	Taxpayer Name	Market Value	Taxable Value
1	10167578	AEP Texas Inc	\$467,600	\$467,600
2	81553	VASQUEZ ROGELIO &	\$454,421	\$444,352
3	10027457	DAVILA CARLOS & LORENA A	\$341,417	\$336,612
4	10150457	HERNANDEZ ARNOLDO GARZA	\$330,787	\$330,787
5	102738	BANUELOS GUADALUPE &	\$284,074	\$284,074
6	10155924	ELIZONDO JUAN	\$308,129	\$282,308
7	87814	VASQUEZ ROGELIO & M SOLEDAD	\$263,503	\$263,503
8	10027376	REYNERO MIGUEL	\$255,550	\$255,550
9	432165	GONGORA JOSE ANDRES ALBERTO &	\$256,254	\$249,554
10	391735	BALDAZO RUTH ARELI	\$257,842	\$240,160
11	10051926	SAUCEDO OZIEL & WF ARACELI	\$239,056	\$230,372
12	106757	RAMIREZ TOMAS	\$242,118	\$228,257
13	10026116	VASQUEZ ROGELIO & WF MARIA	\$227,639	\$227,639
14	95003	RAMIREZ GABRIEL & MARIA ALICIA	\$247,913	\$213,670
15	10053579	CANTU ALBERTO & WF MARIA A	\$221,702	\$213,635
16	105623	AGUIRRE JUAN	\$251,932	\$211,364
17	96298	ZOROLA JUAN MARTIN	\$221,081	\$205,808
18	10115972	HERNANDEZ MARIO BERNARDO	\$225,596	\$205,565
19	10193231	RICO JUAN G &	\$205,411	\$205,411
20	86075	MARFIL MARIA CRISTINA	\$209,218	\$204,438
		Total	\$5,511,243	\$5,300,659



### 2025 Certified Tax Roll Values City of El Cenizo

Tel. (956)523-4200

**Total Number of Accounts: 1,137** 

1. Real		\$ 27,786,313
2. Improvements		\$ 67,488,391
3. Personal		\$ 780,974
4. Minerals		\$ 91,787
TOTAL APPRAISED VALUE		\$ 96,147,465
5. Full Exemption (Real, Personal. & Minerals)	\$ (23,289,797)	
6. Homestead Cap Loss	\$ (2,715,942)	
7. Circuit Breaker Cap Loss	\$ (31,170)	
8. Partial Exemptions		
a. Over 65 Homestead	\$ (3,138,704)	
b. Disabled Person	\$ (716,972)	
c. Disabled Veterans	\$ (48,000)	
9. Solar Exemption	\$ (34,813)	
TOTAL EXEMPTIONS		\$ (29,975,398)
TOTAL NET TAXABLE VALUE		\$ 66,172,067
10. Freeze Taxable Value		\$ (1,222,350)
FREEZE ADJUSTED TAXABLE VALUE	7	\$ 64,949,717

Patricia A. Barrera

Webb County Tax Assessor-Collector

Date



P.O. Box 420128

Laredo, TX 78042-8128

Tel. (956)523-4200

04/08/2025

### CERTIFICATION OF EXCESS COLLECTION AND ANTICIPATED COLLECTION RATE

CITY OF EL CENIZO

I, <u>Patricia A. Barrera</u>, Webb County Tax Assessor Collector, as Tax Collector for the City of El Cenizo, Hereby certify that the excess collections for Debt Service (Interest and Sinking Fund) for taxable year 2024 is <u>\$0</u> as of **June** 30<sup>th</sup>, 2025 and said amount is true and correct.

I further certify that the Anticipated Collection Rate for Tax Year 2024 is 100%.

This certification is submitted to the City of El Cenizo's Mayor and to the City's Commissioners by the duly designated officer who is designated to prepare the 2025 Tax Rate Calculation Worksheet.

Patricia A. Barrera, RTA

Webb County Tax Assessor Collector

# 2025-2026 TAX RATE CALCULATION WORKSHEET

The Tax Rate Calculation Worksheet is a standardized form prescribed by the Texas Comptroller of Public Accounts that cities, counties, and other taxing units must prepare each year to calculate, publish, and adopt their property tax rate in compliance with Texas Tax Code, Chapter 26.

It ensures that the city sets its property tax rate transparently, based on certified property values, and within the legal limits established by state law.

Key Components of the Worksheet

- 1. Certified Tax Roll Information
  - Total taxable value of property, new property values, and exemptions.
  - Data certified by the County Appraisal District.
- 2. Adjustments for Exemptions and Tax Ceilings
  - Homestead exemptions, disabled veteran exemptions, and over-65 tax ceilings are factored in.
- 3. No-New-Revenue Tax Rate Calculation
  - Formula compares prior year levy to current year values.
  - Shows the rate needed to raise the same revenue (excluding new property).
- 4. Voter-Approval Tax Rate Calculation
  - $\circ~$  Incorporates allowable 3.5% growth over NNR rate.
  - Adds debt service (Interest & Sinking Fund) portion if applicable.
- 5. De Minimis Rate (if eligible)
  - o Provides an alternative calculation for small cities.
- 6. Notice and Publication Requirements
  - Worksheet results must be posted on the city's website and the County's truth-in-taxation portal.
  - o Governing body must use the results when holding public hearings and adopting the rate.

### 2025 Tax Rate Calculation Worksheet Taxing Units Other Than School Districts or Water Districts

City of EL CENIZO	956-712-9107
Taxing Unit Name	Phone (area code and number)
507 Cadena St., EL Cenizo, TX 78046	https://www.cityofelcenizotexas.com/
Taxing Unit's Address, City, State, ZIP Code	Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements or Comptroller Form 50-884 Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts or Comptroller Form 50-860 Developed Water District Voter-Approval Tax Rate Worksheet.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

#### SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ <u>848,354</u>
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 62,021,036
4.	Prior year total adopted tax rate.	\$ <u>0.578017</u> /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.  A. Original prior year ARB values:  B. Prior year values resulting from final court decisions:  C. Prior year value loss. Subtract B from A. <sup>3</sup>	s 0
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25.  A. Prior year ARB certified value: \$ 0	ş 0
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ <sup>0</sup>

<sup>&</sup>lt;sup>1</sup> Tex. Tax Code §26.012(14)

<sup>&</sup>lt;sup>2</sup> Tex. Tax Code §26.012(14)

<sup>&</sup>lt;sup>3</sup> Tex. Tax Code §26.012(13)

<sup>&</sup>lt;sup>4</sup> Tex. Tax Code §26.012(13)

ine	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 62,021,036
€.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	\$ <u>0</u>
0.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.	
	A. Absolute exemptions. Use prior year market value: \$ 0  B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: +\$ 144,813	
	C. Value loss. Add A and B. 6	\$ 144,813
1.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.  A. Prior year market value:  \$ 0	
	B. Current year productivity or special appraised value: -\$ 0	
	C. Value loss. Subtract B from A. 7	ş <u>0</u>
2.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$_144,813
3.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ <u>0</u>
4.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 61,876,223
5.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ <u>357,655</u>
6.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year.	\$ 12,163
7.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. 10	\$ <u>369,818</u>
8.	<b>Total current year taxable value on the current year certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. <sup>11</sup>	
	A. Certified values: § 66,172,067	
	B. Counties: Include railroad rolling stock values certified by the Comptroller's office:	
	C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	
	D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 24 below. 12 \$ 0	
	E. Total current year value. Add A and B, then subtract C and D.	s 66,172,067

<sup>5</sup> Tex. Tax Code \$26.012(15)
6 Tex. Tax Code \$26.012(15)
7 Tex. Tax Code \$26.012(15)
8 Tex. Tax Code \$26.03(c)
9 Tex. Tax Code \$26.012(13)
10 Tex. Tax Code \$26.012(13)
11 Tex. Tax Code \$26.012, 26.04(c-2)
12 Tex. Tax Code \$26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate	
19.	A. Current year taxable value of properties under protest. The chief appraisal roll. 13  under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. 14. \$ 0		
	B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. 15		
	C. Total value under protest or not certified. Add A and B.	\$ <u>0</u>	
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>		
21.	Anticipated contested value. Affected taxing units enter the contested taxable value for all property that is subject to anticipated substantial litigation. <sup>17</sup> An affected taxing unit is wholly or partly located in a county that has a population of less than 500,000 and is located on the Gulf of Mexico. <sup>18</sup> If completing this section, the taxing unit must include supporting documentation in Section 9. <sup>19</sup> Taxing units that are not affected, enter 0.		
22.	Current year total taxable value. Add Lines 18E and 19C, then subtract Lines 20 and 21.20		
23.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property.  Enter the current year value of property in territory annexed. 21		
24.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. 22		
25.	Total adjustments to the current year taxable value. Add Lines 23 and 24.		
26.	Adjusted current year taxable value. Subtract Line 25 from Line 22.	§ 63,968,094	
27.	Current year NNR tax rate. Divide Line 17 by Line 26 and multiply by \$100. 23	\$ 0.578128 _/\$100	
28.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>24</sup>	\$	

#### SECTION 2: Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate: The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- 2. Debt Rate: The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

<sup>&</sup>lt;sup>13</sup> Tex. Tax Code §26.01(c) and (d) <sup>14</sup> Tex. Tax Code §26.01(c)

<sup>15</sup> Tex. Tax Code §26.01(d)

<sup>16</sup> Tex. Tax Code §26.012(6)(B)

<sup>17</sup> Tex. Tax Code §§26.012(6)(C) and 26.012(1-b)

<sup>18</sup> Tex. Tax Code §26.012(1-a) 19 Tex. Tax Code §26.04(d-3)

<sup>20</sup> Tex. Tax Code §26.012(6)

<sup>21</sup> Tex. Tax Code §26.012(17)

<sup>22</sup> Tex. Tax Code §26.012(17)

<sup>23</sup> Tex. Tax Code §26.04(c) 24 Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate	
29.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.555857 /\$100	
30.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the No-New-Revenue Tax Rate Worksheet.		
31.	Total prior year M&O levy. Multiply Line 29 by Line 30 and divide by \$100.		
32.	Adjusted prior year levy for calculating NNR M&O rate.  A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes		
	refunded in the preceding year for taxes before that year. Types of refunds include court decisions,  Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year		
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0\$ 0		
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.		
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function		
	E. Add Line 31 to 32D.	\$ 356,872	
33.	Adjusted current year taxable value. Enter the amount in Line 26 of the No-New-Revenue Tax Rate Worksheet.	\$ 63,968,094	
34.	Current year NNR M&O rate (unadjusted). Divide Line 32E by Line 33 and multiply by \$100.	\$ 0.557890 /\$100	
35.	Rate adjustment for state criminal justice mandate. <sup>26</sup>		
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.		
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. — \$ 0		
	<b>C.</b> Subtract B from A and divide by Line 33 and multiply by \$100		
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ <u>0.000000</u> /\$100	
36.	Rate adjustment for indigent health care expenditures. 27		
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose		
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose		
	C. Subtract B from A and divide by Line 33 and multiply by \$100		
		\$ 0.000000 /\$100	

<sup>&</sup>lt;sup>25</sup> [Reserved for expansion] <sup>26</sup> Tex. Tax Code §26.044 <sup>27</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
37.	Rate adjustment for county indigent defense compensation. 28	
	A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose	
	B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose	
	C. Subtract B from A and divide by Line 33 and multiply by \$100	- 11
	<b>D.</b> Multiply B by 0.05 and divide by Line 33 and multiply by \$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for county hospital expenditures. 29	
	A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year	
	B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2023 and ending on June 30, 2024.	
	C. Subtract B from A and divide by Line 33 and multiply by \$100	
	D. Multiply B by 0.08 and divide by Line 33 and multiply by \$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	
	A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. \$ 0	
	B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year	
	C. Subtract B from A and divide by Line 33 and multiply by \$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000/\$100
40.	Adjusted current year NNR M&O rate. Add Lines 34, 35D, 36D, 37E, and 38E. Subtract Line 39D.	\$ <u>0.557890</u> _/\$100
41.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any.  Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent	
	B. Divide Line 41A by Line 33 and multiply by \$100	
	C. Add Line 41B to Line 40.	\$ <u>0.557890</u> /\$100
42.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.  Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 41C by 1.08.	
	- or -  Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 41C by 1.035.	\$ <u>0.577416</u> /\$100

<sup>&</sup>lt;sup>28</sup> Tex. Tax Code §26.0442 <sup>29</sup> Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D42.	Disaster Line 42 (D42): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of:  1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or  2) the third tax year after the tax year in which the disaster occurred.	
	If the taxing unit qualifies under this scenario, multiply Line 41C by 1.08. 30 If the taxing unit does not qualify, do not complete Disaster Line 42 (Line D42).	+ 0.000000 than
		\$ 0.000000 /\$100
43.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:  (1) are paid by property taxes;	
	(2) are secured by property taxes;	
	(3) are scheduled for payment over a period longer than one year; and	
	(4) are not classified in the taxing unit's budget as M&O expenses.	
	<b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. <sup>31</sup>	
	Enter debt amount	
	B. Subtract unencumbered fund amount used to reduce total debt	
	C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none)	
	D. Subtract amount paid from other resources -\$ 0	
	E. Adjusted debt. Subtract B, C and D from A.	\$ <u>0</u>
44.	Certified prior year excess debt collections. Enter the amount certified by the collector. 32	\$ <u>0</u>
45.	Adjusted current year debt. Subtract Line 44 from Line 43E.	\$ <u>0</u>
46.	Current year anticipated collection rate.	
	A. Enter the current year anticipated collection rate certified by the collector. 33	
	B. Enter the prior year actual collection rate	
	<b>C.</b> Enter the 2023 actual collection rate	
	D.         Enter the 2022 actual collection rate.         109.00         %	
	E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. 34	103.00 %
47.	Current year debt adjusted for collections. Divide Line 45 by Line 46E.	\$_0
48.	Current year total taxable value. Enter the amount on Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ 64,949,717
49.	Current year debt rate. Divide Line 47 by Line 48 and multiply by \$100.	\$ <u>0.000000</u> /\$100
50.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 42 and 49.	\$ <u>0.577416</u> /\$100
D50.	Disaster Line 50 (D50): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D42. Add Line D42 and 49.	\$ <u>0.000000</u> /\$100

<sup>&</sup>lt;sup>30</sup> Tex. Tax Code \$26.042(a)
<sup>31</sup> Tex. Tax Code \$26.012(7)
<sup>32</sup> Tex. Tax Code \$26.012(10) and 26.04(b)
<sup>33</sup> Tex. Tax Code \$26.04(b)
<sup>34</sup> Tex. Tax Code \$926.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
51.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approv-	
	al tax rate.	\$ 0.000000 /\$100

### SECTION 3: NNR Tax Rate and Voter Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
52.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>35</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage.	
	Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ <u>0</u>
53.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. 36	
	Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 52 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. 37 - or -	
	Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ <u>0</u>
54.	Current year total taxable value. Enter the amount from Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$_64,949,717
55.	Sales tax adjustment rate. Divide Line 53 by Line 54 and multiply by \$100.	\$_0.000000/\$100
56.	Current year NNR tax rate, unadjusted for sales tax. <sup>38</sup> Enter the rate from Line 27 or 28, as applicable, on the No-New-Revenue Tax Rate Worksheet.	\$ 0.578128 _/\$100
57.	Current year NNR tax rate, adjusted for sales tax.  Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 55 from Line 56. Skip to Line 58 if you adopted the additional sales tax before November of the prior tax year.	\$ <u>0.578128</u> /\$100
58.	Current year voter-approval tax rate, unadjusted for sales tax. <sup>39</sup> Enter the rate from Line 50, Line D50 (disaster) or Line 51 (counties) as applicable, of the Voter-Approval Tax Rate Worksheet.	\$ <u>0.577416</u> /\$100
59.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 55 from Line 58.	\$ <u>0.577416</u> /\$100

### SECTION 4: Voter Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
60.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. <sup>40</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>41</sup>	\$ <u>0</u>
61.	Current year total taxable value. Enter the amount from Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ 64,949,717
62.	Additional rate for pollution control. Divide Line 60 by Line 61 and multiply by \$100.	\$ <u>0.000000</u> /\$100

<sup>35</sup> Tex. Tax Code §26.041(d)

<sup>36</sup> Tex. Tax Code §26.041(i)

<sup>37</sup> Tex. Tax Code §26.041(d)

<sup>38</sup> Tex. Tax Code §26.04(c)

 <sup>&</sup>lt;sup>39</sup> Tex. Tax Code §26.04(c)
 <sup>40</sup> Tex. Tax Code §26.045(d)

<sup>41</sup> Tex. Tax Code §26.045(i)

Line	ne Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	
63.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 62 to one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties) or Line 59 (taxing units with the additional sales tax).	\$ 0.577416 /\$100

### SECTION 5: Voter Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. 42 The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. 43

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; 44
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); 45 or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. 46

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. 47

Line	Unused Increment Rate Worksheet	Amount/R	late
64.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value		
	A. Voter-approval tax rate (Line 68).	\$ 0.578017	/\$100
	B. Unused increment rate (Line 67)	\$ 0.001570	/\$100
	C. Subtract B from A.	\$ 0.576447	/\$100
	D. Adopted Tax Rate.	\$ 0.578017	/\$100
	E. Subtract D from C.	\$ -0.001570	/\$100
	F. 2024 Total Taxable Value (Line 60)	\$ 62,210,024	
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 0	
65.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value		
		\$ 0.561703	/\$100
	A. Voter-approval tax rate (Line 67)	\$ 0.000000	/\$100
	B. Unused increment rate (Line 66)	\$ 0.561703	/\$100
	C. Subtract B from A.		-
	D. Adopted Tax Rate	\$ 0.560000	/\$100
	E. Subtract D from C	\$ 0.001703	/\$100
	F. 2023 Total Taxable Value (Line 60)	\$ 57,378,756	
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 977	
66.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value		
	A. Voter-approval tax rate (Line 67)	\$ 0.586317	/\$100
	B. Unused increment rate (Line 66)	\$ 0.104122	/\$100
	C. Subtract B from A.	\$ 0.482195	/\$100
	D. Adopted Tax Rate	\$ 0.586317	/\$100
	F. Subtract D from C.	\$ -0.104122	/\$100
	F. 2022 Total Taxable Value (Line 60)	\$ 52,191,096	
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.	\$ 0	
67.	Total Foregone Revenue Amount. Add Lines 64G, 65G and 66G	\$ <u>977</u>	/\$100
68.	2025 Unused Increment Rate. Divide Line 67 by Line 22 of the No-New-Revenue Rate Worksheet. Multiply the result by 100	\$ <u>0.001504</u>	/\$100
69.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 68 to one of the following lines (as applicable): Line 50, Line 51 (counties), Line 59 (taxing units with additional sales tax) or Line 63 (taxing units with pollution)	\$ 0.578920	/\$100

<sup>42</sup> Tex. Tax Code §26.013(b)

<sup>&</sup>lt;sup>43</sup> Tex. Tax Code §§26.013(a)(1-a), (1-b), and (2)

<sup>44</sup> Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

<sup>45</sup> Tex. Tax Code §§26.0501(a) and (c)

<sup>\*</sup> Tex. Local Gov't Code §120.007(d)

<sup>47</sup> Tex. Local Gov't Code §26.04(c)(2)(B)

### **SECTION 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. 48 This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. 49

Line	De Minimis Rate Worksheet	Amount/Rate	
70.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 40 of the Voter-Approval Tax Rate Worksheet.	\$ <u>0.557890</u> /\$100	
71.	Current year total taxable value. Enter the amount on Line 22 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>64,949,717</u>	
72.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 71 and multiply by \$100.	\$ <u>0.769826</u> /\$100	
73.	Current year debt rate. Enter the rate from Line 49 of the Voter-Approval Tax Rate Worksheet.	\$ <u>0.000000</u> _/\$100	
74.	De minimis rate. Add Lines 70, 72 and 73.	\$ <u>1.327716</u> /\$100	

### SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.50

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. 51

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rat	te
75.	2024 adopted tax rate. Enter the rate in Line 4 of the No-New-Revenue Tax Rate Worksheet.	\$ <u>0.578017</u>	_/\$100
76.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. 52  If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet.  - or -  If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. 53 Enter the final adjusted 2024 voter-approval tax rate from the worksheet.  - or -  If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000	/\$100
77.	Increase in 2024 tax rate due to disaster. Subtract Line 76 from Line 75.	0.000000	_/\$100
78.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the No-New-Revenue Tax Rate Worksheet.	\$_61,876,223	
79.	Emergency revenue. Multiply Line 77 by Line 78 and divide by \$100.	\$_0	
80.	Adjusted 2024 taxable value. Enter the amount in Line 26 of the No-New-Revenue Tax Rate Worksheet.	\$ 63,968,094	
81.	Emergency revenue rate. Divide Line 79 by Line 80 and multiply by \$100. 53	\$ <u>0.000000</u>	_/\$100

<sup>&</sup>lt;sup>48</sup> Tex. Tax Code §26.012(8-a) <sup>49</sup> Tex. Tax Code §26.063(a)(1)

<sup>50</sup> Tex. Tax Code §26.042(b)

<sup>51</sup> Tex. Tax Code §26.042(f) 52 Tex. Tax Code §26.042(c)

<sup>53</sup> Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
82.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 81 from one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (taxing units with the additional sales tax), Line 63 (taxing units with pollution control) or Line 69 (taxing units with the unused increment rate).	\$ 0.578920/\$100

	8: Tota	

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate.	\$ 0.578128	/\$100
As applicable, enter the current year NNR tax rate from: Line 27, Line 28 (counties), or Line 57 (adjusted for sales tax). Indicate the line number used: 27		
Voter-approval tax rate.  As applicable, enter the current year voter-approval tax rate from: Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (adjusted for sales tax), Line 63 (adjusted for pollution control), Line 69 (adjusted for unused increment), or Line 82 (adjusted for emergency revenue).  Indicate the line number used: 69	\$_0.578920	/\$100
De minimis rate.  If applicable, enter the current year de minimis rate from Line 74.	\$ 1.327716	/\$100

### **SECTION 9: Addendum**

An affected taxing unit that enters an amount described by Tax Code Section 26.012(6)(C) in line 21 must include the following as an addendum:

- 1. Documentation that supports the exclusion of value under Tax Code Section 26.012(6)(C); and
- 2. Each statement submitted to the designated officer or employee by the property owner or entity as required by Tax Code Section 41.48(c)(2) for that tax year.

Insert hyperlinks to supporting documentation:

SECTION 10: Taxing Unit Representative	ve Name and Signature
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Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code. 54

print here

Patricia A. Barrera, RTA

Printed Name of Taxing Unit Representative

sign

Taxing Unit Representative

08/12/2028

<sup>54</sup> Tex. Tax Code §§26.04(c-2) and (d-2)

### NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.578920 per \$100 valuation has been proposed by the governing body of City of EL CENIZO.

PROPOSED TAX RATE NO-NEW-REVENUE TAX RATE VOTER-APPROVAL TAX RATE \$0.578920 per \$100 \$0.578128 per \$100 \$0.578920 per \$100

The no-new-revenue tax rate is the tax rate for the 2025 tax year that will raise the same amount of property tax revenue for City of EL CENIZO from the same properties in both the 2024 tax year and the 2025 tax year.

The voter-approval rate is the highest tax rate that City of EL CENIZO may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of EL CENIZO is proposing to increase property taxes for the 2025 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 8, 2025 AT 6:30 PM AT EL CENIZO CITY HALL 507 CADENA, EL CENIZO, TX 78046.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of EL CENIZO is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the EL CENIZO CITY COUNCIL of City of EL CENIZO at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal:

CARINA HERNANDEZ, CITY

JUANY VALDEZ, CITY COMMISSIONER

**MAYOR** 

AGAINST the proposal:

PRESENT and npt voting:

ABSENT:

DAISY PEREZ, CITY COMMISIONER

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of EL CENIZO last year to the taxes proposed to be imposed on the average residence homestead by City of EL CENIZO this year.

	2024	2025	Change
Total tax rate (per \$100 of value)	\$0.578017	\$0.578920	increase of 0.000903 per \$100, or 0.16%
Average homestead taxable value	\$73,411	\$86,940	increase of 18.43%
Tax on average homestead	\$424.33	\$503.31	increase of 78.98, or 18.61%
Total tax levy on all properties	\$370,655	\$376,007	increase of 5,352, or 1.44%

For assistance with tax calculations, please contact the tax assessor for City of EL CENIZO at 956-523-4200 or webbtax@webbcountytx.gov, or visit www.webbcountytx.gov for more information.

## TAX RATE AND BUDGET NOTICE

A public hearing date for the adoption of the proposed 2025-2026 Fiscal Year Budget to September 22, 2025

The proposed rate raises \$376,007, which is \$5,352 or 1.44% more revenue than that raised by taxes imposed last year. The tax rate will provide revenue for the General Fund. The rate includes \$0.578920 per \$100 value for General Fund Maintenance and Operation.

## 2025-2026 TAX RATE HISTORY

### City of El Cenizo

Property Tax Rate Historical Data

Tax Year	Number of Accounts	Tax Roll Value		Ne	t Taxable Value	Ad	lopted Tax Rate	Assess Ad. Val. Taxes
2017	1107	\$	50,142,215.00	\$	34,424,986.00	\$	0.500000	\$ 172,124.93
2018	1103	\$	51,331,470.00	\$	35,186,155.00	\$	0.500000	\$ 175,930.78
2019	1113	\$	54,194,480.00	\$	37,229,055.00	\$	0.500000	\$ 186,145.28
2020	1119	\$	53,297,023.00	\$	36,682,497.00	\$	0.500000	\$ 183,412.49
2021	1113	\$	59,855,399.00	\$	40,920,976.00	\$	0.590000	\$ 241,433.76
2022	1114	\$	81,174,929.00	\$	52,191,096.00	\$	0.586317	\$ 306,005.27
2023	1116	\$	89,525,393.00	\$	57,378,756.00	\$	0.560000	\$ 321,321.03
2024	1133	\$	95,391,063.00	\$	61,780,568.00	\$	0.578017	\$ 357,102.19
2025	1137	\$	96,147,465.00	\$	64,949,717.00	\$	0.578920	\$ 376,006.90

## BUDGET POLICY & GUIDELINES

### **CITY OF EL CENIZO**

### **BUDGET POLICY AND GUIDELINES**

This document describes the City's budgetary and financial policies used in the preparation of the FY 2025-2026 operating budget.

Anticipated revenues and expenditures for Governmental Funds are highlighted within the text.

### -REQUIREMENTS-

Type C General Law City

The FY 2024-2025 proposed operating budget for the City of El Cenizo is submitted in accordance with all applicable laws of the State of Texas under the Local Government Code Chapter 102.

The City of El Cenizo incorporated in November 7, 1989 under the General Law Cities. The City of El Cenizo is governed under the Type C General Law in the Local Government Code. Such Code assigns the Mayor as the Budget Officer for the municipality.

### LEGAL

The City of El Cenizo's annual budget is prepared in accordance with the Local Government Code (LGC).

### LOCAL GOVERNMENT CODE

### CHAPTER 102. MUNICIPAL BUDGET

§ 102.001. BUDGET OFFICER. (a) The mayor of a municipality serves as the budget officer for the governing body of the municipality except as provided by Subsection (b).

(b) If the municipality has the city manager form of government, the city manager serves as the budget officer.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

§ 102.002. ANNUAL BUDGET REQUIRED. The budget officer shall prepare each year a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year. Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

- § 102.003. ITEMIZED BUDGET; CONTENTS. (a) The budget officer shall itemize the budget to allow as clear a comparison as practicable between expenditures included in the proposed budget and actual expenditures for the same or similar purposes made for the preceding year. The budget must show as definitely as possible each of the projects for which expenditures are set up in the budget and the estimated amount of money carried in the budget for each project.
  - (b) The budget must contain a complete financial statement of the municipality that shows:
    - (1) the outstanding obligations of the municipality;
    - (2) the cash on hand to the credit of each fund;
    - (3) the funds received from all sources during the preceding year;
    - (4) the funds available from all sources during the ensuing year;
    - (5) the estimated revenue available to cover the proposed budget; and
    - (6) the estimated tax rate required to cover the proposed budget.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.004. INFORMATION FURNISHED BY MUNICIPAL OFFICERS

AND BOARDS. In preparing the budget, the budget officer may require any municipal officer or board to furnish information necessary for the budget officer to properly prepare the budget.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.005. PROPOSED BUDGET FILED WITH MUNICIPAL CLERK;

PUBLIC INSPECTION. (a) The budget officer shall file the proposed budget with the municipal clerk before the 30th day before the date the governing body of the municipality makes its tax levy for the fiscal year.

(b) The proposed budget shall be available for inspection by any taxpayer.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.006. PUBLIC HEARING ON PROPOSED BUDGET. (a) The

governing body of a municipality shall hold a public hearing on the proposed budget. Any taxpayer of the municipality may attend and may participate in the hearing.

- (b) The governing body shall set the hearing for a date occurring after the 15th day after the date the proposed budget is filed with the municipal clerk but before the date the governing body makes its tax levy.
  - (c) The governing body shall provide for public notice of the date, time, and location of the hearing.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.0065. SPECIAL NOTICE BY PUBLICATION FOR BUDGET

- HEARING. (a) The governing body of a municipality shall publish notice before a public hearing relating to a budget in at least one newspaper of general circulation in the county in which the municipality is located.
- (b) Notice published under this section is in addition to notice required by other law, except that if another law requires the governing body to give notice, by publication, of a hearing on a budget this section does not apply.
- (c) Notice under this section shall be published not earlier than the 30th or later than the 10th day before the date of the hearing.

Added by Acts 1993, 73rd Leg., ch. 268, § 24, eff. Sept. 1, 1993. Amended by Acts 2001, 77th Leg., ch. 402, § 9, eff. Sept. 1, 2001.

- § 102.007. ADOPTION OF BUDGET. (a) At the conclusion of the public hearing, the governing body of the municipality shall take action on the proposed budget.
- (b) The governing body may make any changes in the budget that it considers warranted by the law or by the best interest of the municipal taxpayers.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

§ 102.008. APPROVED BUDGET FILED WITH MUNICIPAL CLERK. On final approval of the budget by the governing body of the municipality, the governing body shall file the budget with the municipal clerk.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.009. LEVY OF TAXES AND EXPENDITURE OF FUNDS UNDER

BUDGET; EMERGENCY EXPENDITURE. (a) The governing body of the municipality may levy taxes only in accordance with the budget.

- (b) After final approval of the budget, the governing body may spend municipal funds only in strict compliance with the budget, except in an emergency.
- (c) The governing body may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention. If the governing

body amends the original budget to meet an emergency, the governing body shall file a copy of its order or resolution amending the budget with the municipal clerk, and the clerk shall attach the copy to the original budget.

(d) After the adoption of the budget or a budget amendment, the budget officer shall provide for the filing of a true copy of the approved budget or amendment in the office of the county clerk of the county in which the municipality is located.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

§ 102.010. CHANGES IN BUDGET FOR MUNICIPAL PURPOSES. This chapter does not prevent the governing body of the municipality from making changes in the budget for municipal purposes.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### § 102.011. CIRCUMSTANCES UNDER WHICH CHARTER PROVISIONS

CONTROL. If a municipality has already adopted charter provisions that require the preparation of an annual budget covering all municipal expenditures and if the municipality conducts a public hearing on the budget as provided by Section 102.006, the charter provisions control. After the budget has been finally prepared and approved, a copy of the budget and the amendments to the budget shall be filed with the county clerk, as required for other budgets under this chapter.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987.

### THE CITY OF EL CENIZO'S BUDGETARY PROCESS AND DESCRIPTION OF ACCOUNTS

### 1. Description of a City Budget and Its Purpose

A city budget is a comprehensive financial plan that outlines the anticipated revenues and expenditures for a city over a specific fiscal period, usually one year. For the City of El Cenizo, Texas, as a Type C General Law City, the budget serves as a critical tool for managing the city's finances, ensuring that public funds are allocated efficiently and effectively to meet the needs of the community.

The primary purpose of a city budget is to provide a clear and detailed framework for financial decision-making. It allows city officials, including the mayor and city commissioners, to prioritize projects, services, and operations based on available resources. The budget also helps ensure fiscal responsibility by setting limits on spending and establishing guidelines for revenue generation, such as property taxes, sales taxes, and other sources of income.

In addition, the city budget serves as a communication tool between the government and its citizens. It reflects the city's goals and priorities and provides transparency in how public funds are managed. Through the budget, residents can see how their tax dollars are being used to support essential services such as public safety, infrastructure, parks, and community programs.

### 2. Relevant Local Government Codes Related to Municipal Budgets

For municipalities in Texas, including Type C General Law Cities like El Cenizo, the Local Government Code provides specific guidelines and requirements related to the preparation, adoption, and administration of municipal budgets. Some key sections of the Texas Local Government Code related to municipal budgets include:

- Texas Local Government Code § 102.002: This section outlines the requirement for the mayor (or city manager in certain forms of government) to prepare a municipal budget each year and present it to the governing body.
- Texas Local Government Code § 102.003: This section specifies the contents of the municipal budget, which must include a complete financial statement of the municipality, including a summary of proposed expenditures and the estimated income from all sources during the fiscal year.
- Texas Local Government Code § 102.005: This section addresses the requirement for the governing body to hold a public hearing on the proposed budget, allowing residents to provide input before its adoption.
- Texas Local Government Code § 102.006: This section mandates that the municipal budget be adopted by ordinance and requires that the governing body adopt the budget before the beginning of the fiscal year.

### PROPOSED, ADOPTED AND AMENDED BUDGET

### 1. Proposed Budget

A **proposed budget** is the initial financial plan presented by the city's administration, typically by the mayor, city manager, or financial officer, for the upcoming fiscal year. This document outlines the anticipated revenues and expenditures based on projected financial conditions, priorities, and needs of the municipality. The proposed budget serves as a draft or blueprint for how the city plans to allocate its resources to various departments, programs, and services.

- **Development Process:** The proposed budget is usually developed through collaboration between department heads, financial analysts, and city leaders. It is based on revenue forecasts, expenditure requests from different departments, and strategic priorities set by the governing body.
- **Public Input:** In many cases, the proposed budget is made available to the public for review and input. Public hearings or meetings may be held to gather feedback from residents and stakeholders, which can influence adjustments before final adoption.
- **Key Components:** The proposed budget typically includes detailed line items for expected revenues (such as taxes, fees, and grants) and planned expenditures (such as salaries, utilities, and capital projects). It also outlines any new initiatives, programs, or major changes from the previous year's budget.

### 2. Adopted Budget

The **adopted budget** is the final version of the budget that has been formally approved and enacted by the city's governing body, such as the city council or commission. This budget represents the official financial plan for the city for the fiscal year and serves as a legally binding document that authorizes expenditures and revenue collection.

• **Approval Process:** After the proposed budget has been reviewed, discussed, and possibly modified based on feedback from public hearings and further deliberation by city

- officials, it is presented for formal approval. The governing body must vote to adopt the budget, often through an ordinance or resolution.
- Effective Date: The adopted budget goes into effect at the start of the fiscal year, which varies depending on the municipality but is often aligned with the calendar year or another specific period, such as September 1 to October 31.
- Legal Authority: The adopted budget provides the legal authority for city officials to collect revenues, make expenditures, and enter into financial obligations as outlined in the budget. It also serves as a control mechanism to ensure that spending does not exceed the amounts authorized.

### 3. Amended Budget

An **amended budget** is a revision or adjustment to the adopted budget that is made during the fiscal year to address unforeseen changes in revenues or expenditures. Budget amendments may be necessary due to unexpected economic conditions, changes in priorities, emergencies, or new opportunities.

- **Reasons for Amendment:** Common reasons for amending a budget include unexpected revenue shortfalls, additional grant funding, natural disasters, changes in government policy, or the need for additional expenditures that were not anticipated when the budget was adopted.
- Amendment Process: The process for amending the budget varies by municipality but typically requires a proposal for the amendment, followed by a review and approval by the governing body. This may involve public hearings or additional deliberation to ensure transparency and accountability.
- Types of Amendments: Amendments can be minor, such as reallocating funds within a department, or major, such as increasing the overall budget to accommodate a significant new project or responding to a crisis.
- **Impact:** Once approved, the amended budget replaces the original adopted budget in the affected areas, and it guides financial decisions for the remainder of the fiscal year.

### **Summary**

- The **proposed budget** is the initial financial plan presented for review and public input.
- The **adopted budget** is the finalized and legally approved financial plan that authorizes city spending and revenue collection.
- The **amended budget** is a modification to the adopted budget made during the fiscal year to address changing financial circumstances or priorities.

Each stage of the budget process is essential for ensuring that the city's finances are managed effectively and transparently, aligning resources with community needs and priorities.

## BUDGET ORDINANCE

### ORDINANCE

AN ORDINANCE OF THE CITY OF EL CENIZO APPROVING THE 2025 TAX ROLL AND PROVIDING FOR THE LEVY AND COLLECTION OF GENERAL AD VALOREM TAXES FOR THE CITY OF EL CENIZO'S 2025-2026 FISCAL YEAR AND ESTABLISHING THE RATE OF SAID LEVY.

**WHEREAS**, the city must provide tax revenues for the maintenance and operation of the City.

### BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL CENIZO:

**SECTION 1.** That there is hereby approved for the tax year 2025 a roll of total taxable value of \$64,949,717.00 and a tax levy of \$376,006.90.

**SECTION 2.** That there is hereby levied on all real and personal property in the City of El Cenizo, taxable by law, for the tax year 2025 and the fiscal year beginning October 1, 2025 and ending September 30, 2026, a general ad valorem tax of .578920 cents on every \$100.00 valuation thereof for the GENERAL FUND of the City with which to pay current expenses of the City of El Cenizo for said fiscal year; and

**SECTION 3.** That the taxes levied shall become due and payable on January 1, 2026, and all such taxes not paid on or before January 31, 2026 shall become delinquent on February 1, 2026.

**SECTION 4.** Pursuant to V.T.C.A. Tax Code subsec. 31.05(b) that the following discounts are to apply: 3% if the tax is paid in October or earlier, 2% if the tax is paid in November, and 1% if the tax is paid in December.

**SECTION 5.** Pursuant to V.T.C.A. Tax Code subsec. 31.031(a), that if any individual over 65 of age has paid one-forth of the taxes imposed by the City on the individual's residential property, the person may pay the remaining taxes without penalty or interest in three equal installments. The first installment must be paid before April 1, the second before June 1, and the third installment before August 1.

**SECTION 6.** Pursuant to V.T.C.A. Tax Code subsec. 31.01, that if any person fails to pay all the taxes levied and imposed by the City upon his or her property on or before the 31<sup>st</sup> day of January 2026, then the following penalties shall be payable on such delinquent taxes:

- a. Six percent (6%) of the amount if the tax if paid at any time during the month of February.
- b. An additional one percent (1%) for every additional month or portion of a month after February prior to July 1 of the year that the tax became delinquent.

c. A tax delinquent on July 1 of the year in which the tax became delinquent incurs a total penalty of twelve (12%) without regard to the number of months the tax has been delinquent.

**SECTION 7.** The tax hereby levied for the purpose specified in and authorized by V.T.C.A. Tax Code subsec. 302.001(a): for current expenses, for construction and purchase of public buildings, water works, sewers, and other permanent improvements, and for the construction and improvement of municipal roads, streets, bridges and parks.

**SECTION 8.** That the provisions of this Ordinance are severable in the event any provision hereof shall be declared invalid by a Court of competent jurisdiction of the State, and it is hereby declared that the remaining provisions hereof would have been enacted notwithstanding such judicial determination and all remaining valid provisions hereof shall continue to be and remain in full force and effect.

	day of September, 20 by the City as, as reflected by the minutes of the City
	Carina Hernandez Mayor
ATTEST:	
Juany Perez City Secretary	

### GENERAL ORDER

### STATE OF TEXAS -§- CITY OF EL CENIZO OPERATIONAL GENERAL ORDER FISCAL YEAR 2025-2026

This Operational General Order will establish policies for the implementation of the City's Budget for the 2025-2026 Fiscal Year, the payment of the salaries for city employees, and the payment of claims and expenses. This Order was duly passed and entered on the record after the unanimous supporting vote of the El Cenizo City Council at its regular meeting of September \_\_\_\_, 20\_\_\_\_.

**THEREFORE**, it is ordered that the salaries of elected officials, appointed officials, and all other employees be paid in accordance with the adopted budget and that the policies and procedures herein adopted be adhered to in the administration of the budget.

<u>PAYMENT OF SALARIES</u> for the fiscal year shall become effective the first day of October unless otherwise noted, and paid every two weeks on a Friday. A work week begins on a Friday and ends on a Thursday. Payroll is the responsibility of the Office of the City Secretary or his/her designee. Departments will prepare and submit payroll reports to the City Secretary on a timely basis and in the manner mandated by City policy.

**EMPLOYMENT** for city employees is not covered by civil service. All city employees are "atwill" employees and may be terminated at any time, with or without cause. Neither this Operational General Order, the city's Employees Policy Manual nor the assurance of any city official or department or department head or employee constitutes an employment contract or promise of continued employment for any given length or time. Any city employee may voluntarily resign at any time.

<u>PAYMENTS</u> for claims, invoices, or bills other than payroll, against the city, must first be examined and approved by the City Secretary's Office and the Mayor's Office and then separately examined and approved by the City Council. The City Council may approve and direct payment of a claim, invoice, or bill against city funds only as a body at a regular meeting subject to the Open Meetings Act. The City Secretary/City Administrator will provide claims, invoices, and bills to the City Council for its approval and may not issue checks for payments prior to the City's approval.

Purchases for less than \$500 may be paid via a Request for Payment. Purchases that exceed \$500 will require a Purchase Order issued by the City Secretary's Office. Failure to get a Purchase Order for a purchase will require the City Council's approval before the claim is approved for payment.

<u>CONTRACTS</u> for inter-local or inter-agency agreements, for procurement of goods or services, and lease or maintenance agreements shall be first submitted to the City Attorney for review as to form and legal content prior to being submitted for City Council's approval.

**REQUEST FOR PAYMENTS** from the General Operating Expense Department budget must have the approval of the Mayor or of his/her Adm. Assistant except for utility and legal bills which will have the approval of the City Secretary and City Attorney, respectively.

**TRAVEL POLICY** applies to all city officials and employees unless there is a conflict with grant's travel requirement. The City Secretary will provide a form to obtain the information necessary to process an advance for travel expense. The form must be fully completes and signed by the department to certify that the travel is necessary to conduct official city business. The employee must sign the form to certify the correctness of the information therein and to agree to repay the city for funds that were advanced but not official spent.

At the discretion of the City Secretary, a request for a travel advance will not be processed for anyone who has failed to provide proper documentation for a prior travel or who has failed to reimburse the city for any portion of a prior travel advance that exceeded actual travel expenses. Travel expenses that are advanced but not properly expended, or for which a city official or employee fails to provide proper documentation, must be repaid by the employee within five (5) business days of the date of return as specified on the travel advance form. All city officials and employees who request a travel advance must authorize a deduction from his/her wage for any such travel expense not so repaid.

**Per Diem** is all inclusive and may be claimed by employees traveling and conducting official city business, depending on departure and arrival times as shown below. If the cost of a meal exceeds the amount provided, the actual amount expended may be reimbursed if it is determined by the City Secretary to be necessary to conduct official city business. Supporting documentation must provide the name of the person(s) for who the meal was provided and a brief description of the official city business discussed. The cost of alcoholic beverages will not be reimbursed. When travel does not require an overnight stay, per diem payments are taxable according to the IRS Tax Code and will be processed through the payroll system.

Breakfast is paid at \$15.00 per day beginning with the day of departure if departure is before 7:30am and for every day of official travel including the day of return if arrival is after 10:00am.

Lunch is paid at \$15.00 per day beginning with the day of departure if departure if before 11:00am and for every day of official travel including the day of return if arrival is after 1:00pm.

Dinner is paid at \$15.00 per day beginning with the day of departure if departure if before 6:00pm and for every day of official travel including the day of return if arrival is after 6:00pm.

Mileage will be paid at the rate approved by the IRS effective on the day approved by the City Secretary directly to and from the destination when a personal vehicle is used, unless other requirements are dictated by a Grant Agency. Mileage will be calculated using the official map of the Texas Department of Transportation. An individual or department will not be allowed to receive city travel funds when funds for the same travel are provided by another source. Reimbursement will be allowed for travel within Webb County if such travel is necessary for the furtherance of city business. Verification of miles traveled and an explanation of the necessity for such travel will be required in order to obtain reimbursement.

Vehicle Rental requests shall be made to the City Secretary by providing the names of people who will be using the vehicle and a statement of reasons why the vehicle rental is necessary. Mileage expenses will not be paid when a rental vehicle is used although reimbursement is available for fuel, road tolls, and other expenses associated with the vehicle rental.

**Airfare Expense** will be paid by the city when documentation of the cost is provided along with verification of the travel. The cost of airline tickets advanced by the city will not be considered a city expense if not used and the funds advanced must be returned to the city.

**Hotel Expense** will be paid at the rate of \$50.00 per night or at actual cost when the cost is verified with a lodging receipt. Reimbursement shall be only for the cost of lodging (room plus taxes) and not for personal expenses.

Parking Charges, road tolls, and charges for telephone calls and faxes related to city business are reimbursable only if they are supported with proper receipts.

<u>VACANT POSITIONS</u> will be filled in accordance to the hiring procedures in accordance to the city's Employee Policy Manual.

<u>TRANSFERS</u> of employees will be made in accordance to the hiring procedures in accordance to the city's Employee Policy Manual.

<u>PROCESSING NEW PERSONNEL</u> will require the following documentation to be filed with the department of Human Resources before a payroll check can be processed:

- Copy of employment application;
- W-4 employee withholding allowance certificate;
- I-9 employment eligibility verification form with official documentation as required; and
- Copy of minutes approving the hiring and salary of the new employee, if applicable.

**DATE FOR EMPLOYMENT** will begin on the day a pay-period begins unless that day is a holiday.

**DATE FOR TERMINATION OF EMPLOYMENT** can be on any weekday unless that day is a holiday.

**OVERTIME** must be approved by the department head and will be paid by means of compensatory time and not overtime pay and must be properly documented as per city policy. If a department has an overtime line item in their budget and the overtime funds are not restricted, overtime may be paid in accordance with city policy. Compensatory time will be paid in accordance with FLSA and with City Council approval.

<u>PART-TIME</u> employees may be hired by departments that have a part-time line item and part-time funds in their adopted budgets. A part-time employee can be hired without City Council approval but must be processed and screened for acceptance by the department of Human Resource. Pay for part-time employees cannot exceed \$10.00 per hour unless specific approval to pay more is authorized by the City Council.

**RESERVE DEPUTIES FOR EL CENIZO POLICE DEPARTMENT** must be authorized by the City Council and the number of reserve deputies appointed will be determined by City Council.

<u>A DRUG AND ALCOHOL TESTING ORDINANCE</u> was adopted by the City Council and provides for random drug testing of any city employee.

AMENDMENTS TO THE CITY BUDGET may be authorized by City Council but only after certification by the Mayor as to the availability of funds. There will be no budget amendments, except for emergency purposes, during the first three (3) months of the fiscal year. City Council can approve the transfer of funds from one budgeted line item to another budgeted line item but no amendments may be made which would result in exceeding the total expenditures under the budget nor may an amendment provide for expenditures not originally included in the budget unless there is an unforeseen emergency. With the exception of Grants, transfers from payroll line items will not be allowed for any purpose unless the transfer is to cover unforeseen shortfalls in payroll related expenses. Salaries in the adopted budget will not be increased for any reason regardless of whether they impact or not impact the department's total budget. Employee job titles in the adopted budget may not be changed and department reorganizations will not be allowed during the fiscal year.

### PURCHASED, FORFEITED OR DONTATED VEHICLES AND HEAVY EQUIPMENT

assigned to a department must first be approved by the City Council before being placed in the city's vehicle and heavy equipment inventory and before being used for city business. Vehicles and heavy equipment not approved by the City Council for city use are not considered city property and are not protected by city insurance policies. When vehicles and heavy equipment are approved for use by a department, it becomes part of the city's vehicle and heavy equipment inventory. Documents evidencing city ownership must be filed with the City Secretary's Office for insurance coverage and for inventory tagging and recording. City owned vehicles and heavy

equipment shall be marked according to Transportation Code Section 721.004. All motor vehicles and heavy equipment shall have the name of the City and department printed on each side. City fuel and/or maintenance is not authorized for any vehicle or heavy equipment unless it has been approved for city use by the City Council and properly marked as city owned. Vehicles and heavy equipment not properly approved in accordance with this policy cannot be used and must be turned into the City Secretary's Office.

<u>CITY PROPERTY LOST, STOLEN, OR DAMAGED</u> while entrusted to a city employee or department must be reported to the City Secretary and to the Mayor/City Administrator. Department heads are responsible for ensuring that employees reimburse the city the cost of repairing or replacing city property that is lost, stolen, or damaged by reason of neglect, carelessness, or unauthorized use.

<u>SURPLUS OR OBSOLETE PROPERTY</u> that is determined to be surplus or obsolete should be reported to the City Secretary for disposal in accordance to law. No employee or department has the authority to sell, donate, or transfer city owned property to another employee or department.

GRANTS AND SPECIAL FUNDS applications must be reviewed by the Mayor/City Administrator and presented to the City Council for approval prior to submission to the granting agency. The presentation to the City Council must include the grant name, purpose of the grant, funding source, the amount of any matching funds, the proposed annual budget, and the impact to the city's budget, if any. The budget for the grant must show personnel expenditures listed by position. Budget amendments must be presented to and approved by the Mayor/City Administrator and approved by the City Council.

**BANK SIGNATORIES** for electronic fund transfers ("EFTs") and disbursements from bank accounts shall require two (2) authorized signatures.

Presented, Passed and Approved on this of El Cenizo, Texas.	day of September 20	_ by the City Council
Hon. Carina Hernandez	Juany Valdez	
El Cenizo Mayor	City Commissioner	
Daisy Perez	Juany Perez	
City Commissioner	City Secretary/Clerk	

# 2025-2026 PROPOSED & ESTIMATED REVENUES

## GENERAL GOVERNMENT OPERATIONS SOLID WASTE DEPARTMENT

### **2024-2025** Fiscal Year Budget Proposed Operating Revenues

General Fund Revenues	FY 25-26	Pro	oposed
Ad Valorem Taxes		\$	453,488.19
Current	\$ 376,006.90		
Current P&I	\$ 10,000.00		
Current Discounts	\$ -		
Delinquent Base	\$ 30,000.00		
Delinquent P&I	\$ 5,000.00		
Attorney Fees	\$ -		
Bank Interest	\$ 200.00		
Refunds	\$ 32,281.29		
Sales and Use Taxes		\$	75,000.00
Franchise Fees		\$	31,000.00
Cable	\$ 6,000.00		
Electrical	\$ 24,000.00		
Telephone	\$ 1,000.00		
Licenses, Permits & Fees		\$	100.00
Charges for Services		\$	100.00
Interest Earnings		\$	100.00
Lease and Rental		\$	4,200.00
Other Revenue		\$	100.00
Grant Income		\$	-
Solid Waste Collection		\$	188,568.00
Monthly Service Fee Income	\$ 158,400.00		
Sales Tax Liabilities	\$ 13,068.00		
Delinquent Roll	\$ 5,000.00		
Late Fees	\$ 9,000.00		
Credit Processing Fees	\$ 2,000.00		
New Accounts	\$ 1,000.00		
Trash Bin Income	\$ 100.00		
Other Income	\$ -		
Service Fees	\$ -		

**Total General Fund Revenues** 

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

## GENERAL GOVERNMENT OPERATIONS

Honorable Carina Hernandez, Mayor Honorable Juany Valdez, City Commissioner Honorable Daisy Perez, City Commissioner

### City of El Cenizo General Fund Expenditures

Proposed 2025-2026 Fiscal Year Budget

General Government Operations	FY	2024-2025 A (8/18/		O		FY 2025-20	roposed	
Advertising & Promotion			\$	4,800.00			\$	5,000.00
Facilities Repair and General Maintenance			\$	10,000.00			\$	10,000.00
Capital Purchases			\$	30,000.00			\$	_
Capital Projects			\$	39,840.00			\$	-
Charges & Fees			\$	5,000.00			\$	500.00
Contracted Services			\$	3,391.50			\$	-
Debt Carried Forward			\$	40,269.31			\$	30,000.00
Dues, Memberships & Subs.			\$	8,000.00			\$	8,000.00
Equipment Repair & Maintenance			\$	1,200.00			\$	1,200.00
Good for public events			\$	6,000.00			\$	5,000.00
Grant Expenditures			\$	-			\$	-
Insurance			\$	14,896.38			\$	20,000.00
Landfill Cost	-		\$	-			\$	-
Lease & Rental			\$	_			\$	500.00
Materials & Supplies			\$	2,500.00			\$	-
Miscellaneous	-		\$	300.00			\$	100.00
Notes Payable	_		\$	-			\$	-
Capital Improvements	-		\$				\$	
Payroll Liabilities	_		\$	13,392.67			\$	18,709.58
Postage & Delivery			\$	500.00			\$	100.00
Professional Services	$\dashv$		\$				\$ \$	
				66,236.31				100,360.00
Utilities - City Hall	d.		\$	11,400.00	d,		\$	14,600.00
Cell Phone	\$	-	ľ		\$	-		
Electricity	\$	6,000.00	•		\$	6,000.00		
Internet, Cable, Phone	\$	4,800.00	•		\$	8,000.00		
Security	\$	-	•		\$	-		
Solid Waste	\$	-			\$			
Water/Sewer	\$	600.00			\$	600.00		
Utilities - Fire Station			\$	9,660.00			\$	9,900.00
Cell Phone	\$	-			\$	-		
Electricity	\$	3,000.00	ļ		\$	3,000.00		
Internet, Cable, Phone	\$	6,300.00			\$	6,300.00		
Security	\$	-			\$	-		
Solid Waste	\$	-			\$	-		
Water/Sewer	\$	360.00			\$	600.00		
Utilities - Sub-Station			\$	1,800.00			\$	2,400.00
Cell Phone	\$	-			\$	-		
Electricity	\$	1,800.00			\$	1,800.00		
Internet, Cable, Phone	\$	-			\$	-		
Security	\$	-			\$	-		
Solid Waste	\$	-			\$	-		
Water/Sewer	\$	-			\$	600.00		
Utilities - Library			\$	7,200.00			\$	7,800.00
Cell Phone	\$	-			\$	-		
Electricity	\$	3,600.00			\$	3,600.00		
Internet, Cable, Phone	\$	3,000.00			\$	3,600.00		
Security	\$	-			\$	-		
Solid Waste	\$	_			\$	_		

Uti	lities - Municipal Park		\$ 6,500.00		\$ 3,600.00
	Electricity	\$ 6,000.00		\$ 3,600.00	
	Water/Sewer	\$ 500.00		\$ -	
Uti	lities - Street Lights		\$ 36,000.00		\$ 42,000.00

Total Expenses \$ 318,886.17 \$ 279,769.58

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

### GENERAL GOVERNMENT ADMINISTRATION

**Juany Perez** 

City Secretary/Clerk
Human Resource Director

General Government Administration	FY	2024-2025 A	0	FY 2025-2026 Proposed			
Administrative Expenses			\$ 1,043.67			\$	-
Bonds	\$	-		\$	-		
Lodging	\$	-		\$	-		
Meals	\$	-		\$	-		
Training & Education	\$	-		\$	-		
Travel	\$	1,043.67		\$	-		
Administrative Allowances			\$ 50,400.00			\$	50,400.00
Advertising			\$ -			\$	-
Capital Purchases			\$ -			\$	-
Dues, Memberships & Subs.			\$ -			\$	-
<b>Equipment Repair &amp; Maintenance</b>			\$ -			\$	-
Goods for public events			\$ -			\$	-
Materials & Supplies			\$ 2,883.69			\$	2,500.00
Motor Vehicle Fuel & Diesel			\$ -			\$	-
Motor Vehicle Repair & Maintenance			\$ -			\$	-
Postage & Delivery			\$ -			\$	-
Personnel Services			\$ 79,869.00			\$	29,440.00

Total Expenses \$ 134,196.36 \$ 82,340.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

### SOLID WASTE DEPARTMENT

**Judico Varela** 

Solid Waste Department Manager

Solid Waste Department	FY		2024-2025 Amended Budget (8/18/2025)				FY 2025-2026 Proposed			
Administrative Expenses			\$	-			\$	-		
Bonds	\$	-			\$	-				
Lodging	\$	-			\$	-				
Meals	\$	-			\$	-				
Training & Education	\$	-			\$	-				
Travel	\$	-			\$	-				
Administrative Allowances			\$	-			\$	-		
Cell Phone	\$	-			\$	-				
Transportation	\$	-			\$	-				
Advertising & Promotion			\$	-			\$	500.00		
Capital Purchases			\$	-			\$	-		
Charges and Fees			\$	500.00			\$	100.00		
Contractual Services			\$	12,836.71			\$	-		
Dues, Memberships & Subs.			\$	-			\$	-		
Equipment Repair & Maintenance			\$	1,200.00			\$	-		
Goods for public events			\$	-			\$	-		
Landfill Cost			\$	42,000.00			\$	42,000.00		
Lease and Rental			\$	2,500.00			\$	1,000.00		
Materials & Supplies			\$	4,500.00			\$	2,500.00		
<b>Motor Vehicle Expenses</b>			\$	22,200.00			\$	17,200.00		
Fuel/Diesel	\$	7,200.00			\$	7,200.00				
Repair & Maintenance	\$	15,000.00			\$	10,000.00				
Notes Payable			\$	6,892.56			\$			
Postage & Delivery			\$	7,200.00			\$	4,800.00		
Sales Tax Liabilities			\$	13,200.00			\$	13,200.00		
Personnel Services			\$	62,980.00			\$	46,800.00		

Total Expenses \$ 176,009.27 \$ 128,100.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

### PUBLIC WORKS DEPARTMENT

Luis Rivera

Public Works Supervisor

Public Works	FY	FY 2024-2025 Amended Budget (8/18/2025)			FY 2025-2026 Proposed			
<b>Administrative Expenses</b>			\$	-		\$	-	
Bonds	\$	-			\$ -			
Lodging	\$	-			\$ -			
Meals	\$	-			\$ -			
Training & Education	\$	-			\$ -			
Travel	\$	-			\$ -			
Administrative Allowances			\$	-		\$	-	
Cell Phone	\$	-			\$ -			
Transportation	\$	-			\$ -			
Advertising & Promotion			\$	-		\$	-	
Capital Purchases			\$	-		\$	-	
Utility Vehicle	\$	-			\$ -			
Contractual Service Labor			\$	1,004.00		\$	-	
Dues, Memberships & Subs.			\$	-		\$	-	
<b>Equipment Repair &amp; Maintenance</b>			\$	-		\$	-	
Goods for public events			\$	-		\$	-	
Landfill Expense			\$	-		\$	2,500.00	
Materials & Supplies			\$	2,500.00		\$	1,500.00	
Motor Vehicle Expenses			\$	1,770.21		\$	1,000.00	
Fuel/Diesel	\$	500.00			\$ 500.00			
Repair & Maintenance	\$	1,270.21			\$ 500.00			
Postage & Delivery			\$	-		\$	-	
Personnel Services			\$	28,599.00		\$	85,280.00	
Street Maintenance			\$	5,930.00		\$	5,000.00	
Street Sign Maintenance			\$	130.00		\$	2,500.00	

Total Expenses \$ 39,933.21 \$ 97,780.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

## LAMAR BRUNI VERGARA EL CENIZO PUBLIC LIBRARY

Claudia Y. Ortega

Library Coordinator

Library	FY 20		Amen /2025	ded Budget	FY 2025-20	26 Pr	oposed
Administrative Expenses			\$	-		\$	-
Bonds	\$	-			\$ -		
Lodging	\$	-			\$ -		
Meals	\$	-			\$ -		
Training & Education	\$	-	1		\$ -		
Travel	\$	-			\$ -		
Administrative Allowances			\$	-		\$	-
Cell Phone	\$	-			\$ -		
Transportation	\$	-			\$ -		
Health Insurance Allowance	\$	-			\$ -		
Advertising & Promotion			\$	-		\$	-
Capital Purchases			\$	-		\$	-
Dues, Memberships & Subs.			\$	-		\$	-
<b>Equipment Repair &amp; Maintenance</b>			\$	1,200.00		\$	1,200.00
Goods for public events			\$	-		\$	-
Materials & Supplies			\$	500.00		\$	500.00
Motor Vehicle Expenses			\$	-		\$	-
Postage & Delivery			\$	-		\$	-
Personnel Services			\$	13,000.00		\$	13,000.00

Total Expenses \$ 14,700.00 \$ 14,700.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

### EL CENIZO POLICE RESERVE DEPARTMENT

Vacant

El Cenizo Police Department	FY 20		mend (2025)	ed Budget	F	Y 2025-20	)26 Prop	osed
Administrative Expenses			\$	-			\$	-
Bonds	\$	-			\$	-		
Lodging	\$	-			\$	-		
Meals	\$	-			\$	-		
Training & Education	\$	-			\$	-		
Travel	\$	-			\$	-		
Other	\$	-			\$	-		
Administrative Allowances			\$	-			\$	-
Cell Phone	\$	-			\$	-		
Transportation	\$	-			\$	-		
Health Insurance Allowance	\$	-			\$	-		
Advertising & Promotion			\$	-			\$	-
Capital Purchases			\$	-			\$	
Dues, Memberships & Subs.			\$	-			\$	
Equipment Repair & Maintenance			\$	-			\$	-
Goods for public events			\$	-			\$	-
Materials & Supplies			\$	-			\$	-
Miscellaneous			\$	-			\$	-
Motor Vehicle Expenses			\$	1,583.17			\$	-
Fuel/Diesel	\$	-			\$	-		
Repair & Maintenance	\$	1,583.17			\$	-		
Postage & Delivery			\$	-			\$	-
Personnel Services			\$	6,000.00			\$	-

Total Expenses \$ 7,583.17 \$

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

### EL CENIZO MUNICIPAL COURT

Honorable Roberto "Bobby" Quintana
Presiding Judge

El Cenizo Municipal Court	FY 20		Amend /2025)	ed Budget	F	Y 2025-20	26 Pr	oposed
Administrative Expenses			\$	-			\$	-
Bonds	\$	-			\$	-		
Lodging	\$	-			\$	-		
Meals	\$	-			\$	-		
Training & Education	\$	-			\$	-		
Travel	\$	-			\$	-		
Administrative Allowances			\$	-			\$	-
Cell Phone	\$	-			\$	-		
Transportation	\$	-			\$	-		
Health Insurance Allowance	\$	-			\$	-		
Advertising & Promotion			\$	-			\$	-
Capital Purchases			\$	-			\$	-
Dues, Memberships & Subs.			\$	-			\$	-
<b>Equipment Repair &amp; Maintenance</b>			\$	-			\$	-
Goods for public events			\$	-			\$	-
Materials & Supplies			\$	-			\$	250.00
<b>Motor Vehicle Expenses</b>			\$	-			\$	-
Fuel/Diesel	\$	-			\$	-		
Repair & Maintenance	\$	-			\$	-		
Postage & Delivery			\$	-			\$	-
Personnel Services			\$	5,500.00			\$	6,000.00
State Court Cost			\$	-			\$	-

Total Expenses \$ 5,500.00 \$ 6,250.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

## FIRE PROTECTION SERVICES DEPARTMENT

### **Hector Olvera**

Fire Chief and Governing Body Liaison between the City of El Cenizo & the El Cenizo Community Volunteer Fire Department

Volunteer Fire Department	FY	2024-2025 A (8/18/	mend (2025)	_	FY 2025-20	26 Pr	posed
Administrative Expenses			\$	-		\$	-
Bonds	\$	-			\$ -		
Lodging	\$	-			\$ -		
Meals	\$	-			\$ -		
Training & Education	\$	-			\$ -		
Travel	\$	-			\$ -		
Administrative Allowances			\$	-		\$	-
Cell Phone	\$	-			\$ -		
Transportation	\$	-			\$ -		
Health Insurance Allowance	\$	-			\$ -		
Advertising & Promotion			\$	-		\$	-
Capital Purchases			\$	-		\$	-
<b>Contractual Agreements</b>			\$	5,000.00		\$	5,000.00
Dues, Memberships & Subs.			\$	-		\$	-
Equipment Repair & Maintenance			\$	-		\$	-
Goods for public events			\$	-		\$	-
Grant Expenditures			\$	-		\$	-
Materials & Supplies			\$	-		\$	-
Motor Vehicle Expenses			\$	5,000.00		\$	-
Fuel/Diesel	\$	2,500.00			\$ -		
Repair & Maintenance	\$	2,500.00			\$ -		
Miscellaneous			\$	-		\$	-
Postage & Delivery			\$	-		\$	-
Personnel Services			\$	6,000.00		\$	6,000.00

Total Expenses \$ 16,000.00 \$ 11,000.00

# 2025-2026 PROPOSED & ESTIMATED EXPENDITURES

## ANIMAL CONTROL & COMMUNITY SHELTER

Lesley A. Gonzalez

Code Enforcement Specialist
Animal Control Authority
Local Rabies Control Authority

<b>Animal Control Services</b>	FY	2024-2025 A (8/18/	0	I	FY 2025-20	26 Pr	oposed
Administrative Allowance			\$ 3,500.00			\$	6,000.00
<b>Animal Control Equipment</b>			\$ 2,500.00			\$	1,000.00
Animal Food and Supplies			\$ 2,500.00			\$	1,200.00
<b>Contracted Services</b>			\$ 500.00			\$	3,500.00
<b>Facility Maintenance</b>			\$ 500.00			\$	10,400.00
Goods for public events			\$ 500.00			\$	500.00
Licensing and Permits			\$ 1,500.00			\$	100.00
Materials & Supplies			\$ 1,335.72			\$	2,500.00
<b>Motor Vehicle Expenses</b>			\$ 2,500.00			\$	1,000.00
Fuel/Diesel	\$	1,250.00		\$	500.00		
Repair & Maintenance	\$	1,250.00		\$	500.00		
Public Outreach & Education			\$ 2,500.00			\$	1,000.00
Veterinary Care			\$ -			\$	1,000.00
Wages and Salaries			\$ -			\$	-
Local Rabies Control Authority	\$	-		\$	-		
Volunteer Incentives	\$	-		\$	-		_
Waste Disposal			\$ -			\$	1,000.00

Total Expenses \$ 17,835.72 \$ 29,200.00

## DELINQUENT TAX ROLL

### **Budgetary Clause - Delinquent Tax Roll**

All delinquent ad valorem property taxes due to the City of El Cenizo, together with accrued penalty and interest as provided by law, are hereby recognized as collectible revenues of the City. The delinquent tax roll shall be maintained as a separate accounting record and collections from such delinquent accounts shall be credited to the City's General Fund unless otherwise required by law or restricted by debt covenants.

The City Council acknowledges that delinquent tax collections are uncertain in timing and amount; therefore, such revenues shall not be appropriated as part of the City's regular budgeted current year ad valorem tax revenues. Any delinquent tax collections received during the fiscal year shall be recognized as additional revenue and may be appropriated by budget amendment or applied to reduce outstanding obligations of the City.

The City Administrator, in coordination with the City's Tax Assessor-Collector and Delinquent Tax Attorney, shall ensure diligent pursuit of delinquent tax collections in compliance with the Texas Tax Code and shall provide periodic reports to the City Council on the status of the delinquent tax roll.

As of 9/4/2025

Delinquent Base Tax Due \$99,823.66

Penalties and Interest \$47,959.69

Total Delinquent Roll

\$134,196.51

TXACCNUM NAMELF	ADDRS1	ADDRS2 ADDRS3	S3 CITY	STATE COL	COUNTRY ZIPCODE 1	TXACCYER	TXENTCODE	TXTAXDUEE	TXPENINTE	TXATTFEE	TOTDUE	CAUSENO
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	Ϋ́	78040447	1998	ຮ	74.70	248.00	00.	322.70	2011TXA000422D1
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	ĭ	78040447	1999	3	59.76	191.23	0.	250.99	2011TXA000422D1
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	ĭ	78040447	2000	$\mathbb{S}$	61.40	189.11	00.	250.51	2011TXA000422D1
96700005120 CITY OF EL CENIZO ETAL	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2001	ප	65.50	102.95	0.	137.73	10-8192
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	¥	78040447	2001	CS	76.75	227.18	00.	303.93	2011TXA000422D1
96700005120 CITY OF EL CENIZO ETAL	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	X	78046794	2002	ద	117.10	332.56	0.	449.66	10-8192
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	¥	78040447	2002	ខ	69.85	198.37	00.	268.22	2011TXA000422D1
	C/O CITY OF EL CENIZO TRUSTEE		LAREDO	ĭ	78046794	2003	ප	118.85	323.27	0.	442.12	10-8192
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	¥	78040447	2003	ප	71.60	194.75	00.	266.35	2011TXA000422D1
	621 HERNANDEZ		LAREDO	Σį	78046803	2004	e :	351.50	138.01	9. 8	191.09	10-8140
	C/O CITY OF EL CENIZO IRUSTEE	50/ CADENA	LAREDO	× }	/8046/94	2004	e e	127.30	330.98	8. 8	458.28	10-8192
	ATTIN COUNTY TREASURER	IIIO WASHINGION SI SIE 202	LAREDO	× }	78046518	2004	3 E	73.60	191.36	8. 8	264.96	20111XA000422D1
SIZU/UUUZ48 PEKEZ SEKGIO IVI 96700003100 GONZALEZ TOMAS % GLOBIA	621 HEBNANDEZ		LAREDO	<u> </u>	78046518	2002	უ ლ	31.bU	78.37	9. S	1 236 97	10-8140
	C/O CITY OF FI CENIZO TRUSTEF	507 CADENA	IARFDO	<u> </u>	78046794	2005	3 2	130.45	373.57	8. 6	453.97	10-8192
700005500	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	ž ž	78040447	2005	3 2	76.75	190.34	8 0	267.09	2011TXA000422D1
	616 PATRICK HENRY DR	100000000000000000000000000000000000000	LAREDO	ž ž	78046518	2005	3 2	31.60	74.58	8 8	106.18	1711
	507 CADENA ST		EL CENIZO	ž ž	78040	2006	3 3	223.25	526.87	8 8	750.12	10-8140
	621 HERNANDEZ		LAREDO	¥	78046803	2006	8	391.82	669.30	00.	952.90	10-8140
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2006	8	141.95	335.00	00.	476.95	10-8192
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	¥	78040447	2006	$\mathbb{S}$	88.25	208.27	00.	296.52	2011TXA000422D1
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2006	C3	157.25	371.11	00.	528.36	2010TXA000122D1
	616 PATRICK HENRY DR		LAREDO	Ϋ́	78046518	2007	ဗ	31.60	70.78	00.	102.38	
	507 CADENA ST		EL CENIZO	¥	78040	2007	ප	666.75	1493.52	00.	2,160.27	10-8140
	C/O CITY OF EL CENIZO TRUSTEE		LAREDO	×	78046794	2007	ප	148.25	332.08	00.	480.33	10-8192
96700005500 BAIL BOND BOARD TRUSTEE	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	×	78040447	2007	ප	56.30	126.11	00.	182.41	2011TXA000422D1
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥ }	78046794	2007	e :	144.65	324.02	8. 8	468.67	2010TXA000122D1
_		621 HEKINANDEZ	LAREDO	≚ }	78046303	2002	<u>ອ</u> ເ	370.98	749.38	8. 8	1,120.35	10 8103
98/00003120 CIII OF EL CENIZO ELAL	C/O CITT OF EL CENIZO INOSTEE ATTN COLINTY TREASTIRER	307 CADEINA 1110 WASHINGTON ST STE 202	LAREDO	<u> </u>	780407	2008	ვ ლ	50.60 50.00	176.99	8. E	186 89	10-6192 10-117XA00042210
	C/O CITY OF EL CENIZO TRUSTEE	SOZ CADENA	LAREDO	<u> </u>	78046797	2008	3 2	06.65 08 80	20021	8 8	308 26	20111XA000422D1
_		621 HERNANDEZ	IAREDO	× ×	78046803	2009	3 2	373.78	747.56	8 6	1.121.34	177710000000000
	C/O CITY OF CENIZO TRUSTEE	507 CADENA	LAREDO	Ξ×	78046794	2009	3 E	719.35	422.70	00.	634.05	2012-1367-WEBB
96700005120 CITY OF EL CENIZO ETAL	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2009	ප	159.85	319.70	00.	479.55	10-8192
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	¥	78040447	2009	ొ	59.90	119.80	00.	179.70	2011TXA000422D1
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2009	$\mathbb{S}$	98.80	197.60	00.	296.40	2010TXA000122D1
_		621 HERNANDEZ	LAREDO	¥	78046803	2010	C3	373.78	702.71	00.	1,076.49	
	C/O CITY OF CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2010	ខ	726.05	1364.97	00.	2,091.02	2012-1367-WEBB
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	ĭ	78046794	2010	ဗ	159.85	300.52	00.	460.37	10-8192
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	× i	78040447	2010	ლ :	59.90	112.61	00.	172.51	2011TXA000422D1
	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	× }	78046794	2010	e e	98.80	185.74	8. 8	284.54	2010TXA000122D1
96/UUUUZUSUA GARCIA GLORIA 96700003250 CITY OF EL CENIZO & WERR COLINTY	C/O CITY OF CENIZO TRI ISTEE	621 HEKINANDEZ 507 CADENA	LAREDO	<u> </u>	78046803	2011	უ ლ	3/6.65	067.90	9. S	2,039.55	2012_1367_WFRR
	C/O CITY OF FI CENIZO TRIISTEE	507 CADENA	IAREDO	× ×	78046794	2011	3 2	162.00	285.12	8 6	447.12	10-8192
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	ž Ľ	78040447	2011	3 E	53.05	93.37	00.	146.42	2011TXA000422D1
96700024180 CITY OF EL CENIZO ETAL	C/O CITY OF EL CENIZO TRUSTEE	507 CADENA	LAREDO	¥	78046794	2011	3	82.80	145.73	00.	228.53	2010TXA000122D1
		621 HERNANDEZ	LAREDO	X	78046803	2012	$\mathbb{S}$	376.65	617.71	00.	994.36	
	C/O CITY OF CENIZO TRUSTEE	507 CADENA	LAREDO	<b>∠</b> i	78046794	2012	ლ :	726.05	1190.72	00.	1,916.77	2012-1367-WEBB
96/00005120 CIIY OF EL CENIZO EIAL	C/O CITY OF EL CENIZO TRUSTEE	CT CTE	LAREDO	× }	78046/94	2012	E	162.00	265.68	8. 8	427.68	10-8192
96/00003300 BAIL BOIND BOARD INOSTEE	C/O CITY OF EL CENIZO TRUSTEE	TITO WASHINGTON ST STE 202	LAREDO	<u> </u>	78046447	2012	ვ ლ	23.03	07.70	9 S	140.05 218 EQ	20111XA000422D1
_		621 HERNANDEZ	LAREDO	≤ ≿	78046803	2013	3 8	365.18	555.07	8 8	920.25	1022100000010102
	C/O CITY OF CENIZO TRUSTEE	507 CADENA	LAREDO	ž	78046794	2013	3 B	726.03	1103.57	00.	1,829.60	2012-1367-WEBB
	ATTN COUNTY TREASURER		LAREDO	X	78040447	2013	8	53.05	80.64	00.	133.69	2011TXA000422D1
96700012320 AVILA PATRICIA & HERNANDEZ JOSE A		3455 HOMBLY RD	HOUSTON	¥	77066480	2013	C3	53.05	98.99	00.	110.85	2020TXA000331D4
	507 CADENA ST		EL CENIZO	¥	78040	2014	$\mathbb{S}$	365.18	00:	00.	591.90	10-8140
_		621 HERNANDEZ	LAREDO	Ϋ́	78046803	2014	ප	365.18	511.25	00.	876.43	
		519 HERNANDEZ	LAREDO	Ϋ́	78046799	2014	ප	192.75	269.85	00.	462.60	10-8132
	ATTN COUNTY TREASURER	1110 WASHINGTON ST STE 202	LAREDO	ž i	78040447	2014	ლ :	53.05	74.27	00.	127.32	2011TXA000422D1
96/00012320 AVILA PATRICIA & HERNANDEZ JOSE A	ACIIH & COAACIA & ANAIII NAA	3455 HOMBLY RD 2007 ITHRRIDE ST	HOUSION	× ×	78040781	2014	უ ლ	53.05	/4.2/	9. 6	127.32	20201XA000331D4
_	504 ROSALES		LAREDO	<u> </u>	78046799	2014	3 B	34.70	.08	8 8	.14	2021TXA001303D2
700001490		472 HERNANDEZ	LAREDO	¥	78046798	2015	3	111.60	142.85	00.	254.45	2023TXA001248D4
96700003113 ESPINOZA ESTHER SAUCEDO		519 HERNANDEZ	LAREDO	¥	78046799	2015	S	149.25	191.04	00.	340.29	10-8132

2011TXA000422D1 2020TXA000331D4 2021TXA000557D1 2021TXA001303D2 2025TXA000287D1 2023TXA001248D4	2019TXA001497D4 2020TXA000331D4 2021TXA000557D1 2021TXA001303D2 2021TXA001287D1 2025TXA001248D4 10-8132	2011TXA000422D1 2019TXA001497D4 2020TXA000331D4	2021TXA000557D1 2021TXA001303D2 2021TXA001303D2 2025TXA000287D1 2023TXA001248D4 10-8132	2025TXA000272D3 2019TXA001497D4 2021TXA000557D1 2021TXA000558D4 2021TXA001303D2 2021TXA001303D2 2021TXA001303D2 2021TXA001303D2	2025TXA000272D3 2019TXA001497D4 2020TXA000331D4 2021TXA000557D1 2021TXA000558D4
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68.28 53.05 53.05 43.95 33.40 79.15 113.95 69.33 55.15	101.70 253.10 55.15 45.70 134.25 33.88 81.05 89.60 133.45 160.15 72.18	55.15 55.15 110.05 251.15 136.10 55.15	45.70 37.95 37.27 76.35 98.10 150.85 161.45 72.60 72.60	236.05 126.15 271.10 110.55 55.15 190.85 45.70 124.50 61.00 40.99 78.35 107.91 74.30	101.05 101.05 55.15 242.90 126.05 291.75 113.25 55.15 196.45 45.70
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C/O BANUELOS BLANCA ATTN COUNTY TREASURER SAN JUANA & RICARDO & HILDA 504 ROSALES C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA ATTN COUNTY TREASURER	535 MORALES SAN JUANA & RICARDO & HILDA 504 ROSALES C/O BANUELOS BLANCA C/O CASTILLO LESLIE	C/O BANUELOS BLANCA & CASTILLO ATTN COUNTY TREASURER 535 MORALES	SAN JUANA & RICARDO & HILDA 504 ROSALES 504 ROSALES C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA & CASTILLO	MODESTO ECHAZARRETA VELAZQUEZ 535 MORALES SAN JUANA & RICARDO & HILDA 504 ROSALES 504 ROSALES	C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA & CASTILLO MODESTO ECHAZARRETA VELAZQUEZ 535 MORALES SAN JUANA & RICARDO & HILDA
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<ul> <li>112.73 2021TXA001303D2</li> <li>81.16 2021TXA001303D2</li> <li>130.95 2025TXA000287D1</li> <li>213.66</li> </ul>	136.26 245.62 2023TXA001248D4 166.82 166.82 92.65			0	180.71 20251X4000272D3 247.14 2019TXA001497D4 361.61 2021TXA001298D4 111.38 2025TXA000277D1 615.42 161.30 2025TXA000280D4 229.69		84.082021TXA000557D1104.382024TXA001248D355.162021TXA001299D3184.942021TXA000558D4131.712021TXA001303D2126.802021TXA001303D2144.892025TXA000287D1264.39150.42150.42393.22393.222023TXA001248D4	221.63 2,135.25 2022TXA000655D1 293.43 228.38 259.83 259.83	302.55 2025TXA000272D3 337.00 2019TXA001497D4 265.31 463.69 2021TXA001298D4 188.41 2025TXA000277D1 763.29 686.15 2025TXA000280D4
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62.63 45.09 72.75 118.70	75.70 146.20 99.30 99.30 55.15	240.75 124.30 176.90 289.10 113.25	55.15 45.70 56.70 93.10 62.63 49.60 72.75 130.57	186.69 1356.47 130.65 130.65 65.05	328.35 158.42 231.80 71.40 394.50 352.29 147.24	65.05 65.05 32.52 265.88 279.52	53.90 66.91 255.84 118.55 84.43 81.28 92.88 169.48 96.42	153.91 1482.81 203.77 158.60 180.44 180.44	448.44 234.03 260.58 322.01 130.84 530.06 476.49
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504 ROSALES 504 ROSALES	C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA & CASTILLO	MODESTO ECHAZARRETA VELAZQUEZ	SAN JUANA & RICARDO & HILDA 504 ROSALES 504 ROSALES	C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA & CASTILLO	MODES I O ECHAZARRE I A VELAZQUEZ	441 CADENA	SAN JUANA & RICARDO & HILDA 504 ROSALES 504 ROSALES	501 HERNANDEZ 501 HERNANDEZ C/O BANUELOS BLANCA C/O CASTILLO LESLIE C/O BANUELOS BLANCA & CASTILLO	MODESTO ECHAZARRETA VELAZQUEZ
96700022140 PALOMO MARIA ELENA DECD 96700022140A PALOMO JOSE GUADALUPE JR DAVILA 96700023520 CORONADO STEPHANY D MENDEZ 96700024070 GARCIA GREGORIA &	GUZMAN CAMILO & RIVERA ELISEO & FI RAMOS MARIA RAMOS MARIA RAMOS MARIA RAMOS MARIA		96700012320 AVILA PATRICIA & HERNANDEZ JOSE A 96700014260 GONZALEZ JOSE REYES DEC'D 96700015040 GONZALEZ ARNULFO JR 96700016210 SALINAS JUAN RAMON & VERONICA 96700022140 PALOMO MARIA ELENA DECD 96700022140A PALOMO JOSE GUADALUPE JR DAVILA 96700023520 CORONADO STEPHANY D MENDEZ 96700024070 GARCIA GREGORIA & 96700025080 GUZMAN CAMILO & IRENE	96700001490 RIVERA ELISEO & FELIPE 96700003010 DAVILA CARLOS & LORENA A 96700005080 RAMOS MARIA 96700005080A RAMOS MARIA 96700005090 RAMOS MARIA	96700005200 VELAZIQUEZ IMARIA I LIIMOIN & 96700006220 JUAREZ VIDALA DECD & JOSE DECD 96700006400 MARTINEZ MARTIN & SYLVIANA DECD 96700009030 MEDINA GUADALUPE M 96700009050 PEREZ VERONICA LEDEZMA 96700009380 GOMEZ UVALDO DECD & PATRICIA DECD 96700012120 DE LEON ANTONIO & GLAFIRA	96700012180 SALDIVAR LUDIVINA 96700012320 AVILA PATRICIA & HERNANDEZ JOSE A 96700013010 JIMENEZ ELSA LETICIA 96700013013 JIMENEZ ELSA LETICIA 96700013230 FUENTES FRANCISCA	96700014260 GONZALEZ JOSE REYES DEC'D 96700015040 GONZALEZ ARNULFO JR 96700016110 MEDELLIN PATRICIA E 96700016210 SALINAS JUAN RAMON & VERONICA 96700022140 PALOMO MARIA ELENA DECD 96700022140A PALOMO JOSE GUADALUPE JR DAVILA 96700023520 CORONADO STEPHANY D MENDEZ 96700024070 GARCIA GREGORIA & 96700025080 GUZMAN CAMILO & IRENE	96700002250 MONTELONGO BASILIO III 96700003010 DAVILA CARLOS & LORENA A 96700003200A DOMINGUEZ ORALIA 96700003200B DOMINGUEZ FRANCISCO J 96700005080A RAMOS MARIA 96700005080A RAMOS MARIA	

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225.62 123.13 123.13 35.55 290.64 378.20 75.46	102.02 274.96 126.64 351.37 157.36	297.35 216.25 113.89 88.86 540.63 331.42 140.09 152.73 105.40	105.40 263.05 315.94 180.38 406.16 147.00 1557.88 472.85 201.67 205.99 166.63 179.13	117.60 447.24 117.60 226.14 303.42 277.05 346.30 117.60 312.26 606.72 228.92 173.08	125.53 532.22 238.59 276.76 476.13 270.84 117.60	117.60 117.60 117.60 58.80 305.36 429.65 332.25 365.30 72.08
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# CAPITAL IMPROVEMENT PROJECTS

# PERSONNEL GENERAL ORDER

**Budgetary Clause - Position Control** 

Authorized vs. Funded Positions

The positions listed in the City's Personnel Order are hereby established and authorized as part of the City's official position control system. The inclusion of a position on the Personnel Order represents the City Council's authorization for such position to exist within the organizational structure of the City.

However, the authorization of a position does not guarantee funding. Funding for each position is subject to annual budget appropriations approved by the City Council. Only those positions specifically appropriated within the adopted budget are considered funded and may be filled.

Vacant positions without appropriated funding remain unfunded and may not be filled until such time as the City Council amends the budget to provide the necessary appropriation.

The City Administrator (or designee) shall maintain a record of all authorized and funded positions and shall ensure that staffing actions remain in compliance with the annual budget and applicable state law.

- THE CITY CAN LIST ALL POSSIBLE POSITIONS IT NEEDS (AUTHORIZED).
- ONLY SOME OF THOSE ARE FUNDED EACH YEAR.
- IF A POSITION IS NOT FUNDED IN THE ADOPTED BUDGET, IT CANNOT BE FILLED UNTIL
  THE BUDGET IS AMENDED.

### CITY OF EL CENIZO GENERAL ORDER POSITION(S) CONTROL

### **GENERAL GOVERNMENT ADMINISTRATION**

- **City Mayor** The Mayor serves as the elected leader of the municipality, responsible for setting policies, representing the municipality at events, and providing overall leadership for the community.
- City Commissioner #1 The City Commissioner as an elected representative of the municipality is responsible for making legislative decisions, representing constituents, and addressing community issues through policy development and enactment.
- City Commissioner #2 The City Commissioner as an elected representative of the municipality is responsible for making legislative decisions, representing constituents, and addressing community issues through policy development and enactment.
- **City Manager** The City Manager oversees the daily operations of the municipality, implements policies set by the Mayor and City Council, manages departments, and ensures efficient delivery of public services.
- City Secretary/Clerk The City Clerk maintains official records, prepares meeting agendas, records minutes of City Council meetings, manages elections, and ensures transparency and compliance with regulations.
- Administrative Assistant The Administrative Assistant provides administrative support to the Mayor and City Council. They manage schedules, handle correspondence, organize meetings, and ensure efficient communication within the office. They play a vital role in maintaining smooth operations and facilitating effective decision-making.

### **HUMAN RESOURCES**

• **Human Resources Manager** - The HR Manager handles personnel matters, including recruitment, benefits administration, employee relations, training, and policy implementation, to maintain an effective municipal workforce.

### SOLID WASTE DEPARTMENT

 Solid Waste Manager - The Manager is responsible for day-to-day operations, supervising collection crews, coordinating disposal efforts, and ensuring compliance with waste management regulations. Manages waste collection routes, schedules, and crews. They monitor service quality, address operational issues, and ensure safe and efficient collection practices.

- **Driver** The Solid Waste Collection Department Driver is responsible for the safe and efficient operation of solid waste collection vehicles. This position includes driving assigned routes to collect residential and commercial waste, ensuring compliance with all safety and environmental regulations. The driver is also responsible for daily vehicle inspections, maintaining logs of operations, and reporting any mechanical issues to the maintenance department.
- Collector #1 Solid Waste Collection Department Collector #1 works as part of a team to assist in the collection and disposal of residential and commercial waste. The collector is responsible for manually lifting and emptying waste containers into the collection vehicle and assisting the driver in navigating routes.
- Collector #2 Solid Waste Collection Department Collector #2 is responsible for working alongside the driver and Collector #1 in the collection and disposal of waste. This role involves lifting and emptying waste containers, ensuring that all waste is collected efficiently, and adhering to all safety and environmental protocols.

### **FIRE & RESCUE**

- **Fire Chief** The Fire Chief manages fire and emergency services, coordinates response to crises, oversees training and equipment maintenance, and ensures compliance with safety standards and regulations.
- Volunteer Firefighter The Volunteer Firefighter is a community member who responds to emergency calls, assists in firefighting operations, and provides support to the regular fire department. They participate in fire suppression, rescue operations, and community outreach activities. Volunteer firefighters undergo training to develop firefighting skills, operate equipment, and ensure safety protocols are followed. They play a critical role in protecting lives, property, and the community during emergencies. This role requires dedication, physical fitness, teamwork, and a commitment to public service.

### **POLICE DEPARTMENT**

- Chief of Police The Chief of Police leads the police department, develops law enforcement strategies, coordinates emergency response, maintains public safety, and promotes positive community-police relations.
- Police Officer The Police Officer is responsible for maintaining public safety and enforcing laws within the jurisdiction. They respond to emergency calls, conduct patrols, investigate crimes, and engage with the community to prevent and address criminal activities. Police officers uphold the law, ensure public order, provide assistance to individuals in need, and collaborate with other law enforcement agencies and community partners. They play a vital role in protecting citizens, maintaining peace, and fostering positive relationships between law enforcement and the community. This role requires strong communication skills, critical thinking, physical fitness, and the ability to make split-second decisions while adhering to ethical standards and legal regulations.

• Reserve Police Officer - The Reserve Police Officer is a voluntary position that supports the regular police force. They assist with law enforcement activities, including patrolling, traffic control, and community engagement. Reserve officers typically work on a part-time or on-call basis and may supplement the efforts of full-time officers during peak demand or special events. While having similar responsibilities to regular officers, reserve officers often have flexible schedules and contribute to maintaining public safety and community service. This role requires the same level of commitment, training, and adherence to ethical standards as full-time officers.

### **MUNICIPAL COURT**

• Municipal Court Judge - The Municipal Court Judge presides over legal proceedings within the municipal court. They hear cases related to traffic violations, local ordinances, and minor offenses. The judge ensures fair and impartial administration of justice, interprets and applies relevant laws, and makes rulings and judgments based on evidence and legal arguments presented in court. They maintain decorum in the courtroom, issue orders, and may impose fines or penalties as appropriate. The judge also works to uphold the rights of individuals and ensure due process. This role requires a strong understanding of legal principles, effective communication skills, and the ability to make well-reasoned decisions within the framework of municipal law.

### **PUBLIC LIBRARY**

• **Library Coordinator** - The Library Coordinator oversees the day-to-day operations of the library. They manage library staff, develop programs and services, maintain the collection, and promote community engagement. They play a key role in creating an accessible and welcoming environment for patrons of all ages.

### Park, Street and Ground Maintenance

- **Public Works Director** The Public Works Director oversees the planning, organization, and management of all activities within the Public Works Department. This includes the maintenance of public infrastructure, oversight of solid waste collection, grounds keeping, and other essential services. The director ensures that all operations are performed in compliance with local, state, and federal regulations.
- **Groundskeeper #1** Groundskeeper #1 is responsible for the maintenance and care of public parks, grounds, and other city-owned properties. The groundskeeper performs tasks such as mowing, trimming, planting, and general landscaping to ensure that all public areas are clean, safe, and aesthetically pleasing.

- **Groundskeeper #2** Groundskeeper #2 works alongside Groundskeeper #1 to maintain public parks and grounds. This position involves performing a variety of landscaping and maintenance tasks, including mowing, trimming, and planting. The groundskeeper ensures that all public areas are well-maintained and meet safety and aesthetic standards.
- Code Enforcement Specialist The Code Enforcement Specialist is responsible for ensuring compliance with local codes, ordinances, and regulations. They investigate reported violations, conduct inspections, issue notices, and work with property owners to resolve issues. The specialist educates the community on code requirements, responds to inquiries, and maintains accurate records. They play a crucial role in maintaining community standards, safety, and quality of life. This role requires attention to detail, effective communication, problem-solving skills, and the ability to balance enforcement with empathy and understanding.

### GLOSSARY

### BUDGET GLOSSARY OF REVENUES AND EXPENDITURES

### **GENERAL GOVERNMENT OPERATIONS**

### 1. Ad Valorem Taxes

**Definition:** Ad valorem taxes are property taxes based on the assessed value of real estate or personal property. "Ad valorem" is Latin for "according to value," meaning these taxes are calculated based on the property's market value.

### 2. Delinquent Ad Valorem Taxes

**Definition:** Delinquent ad valorem taxes refer to property taxes that have not been paid by the due date. Once taxes become delinquent, penalties and interest may be added, and the local government may pursue collection actions.

### **3.** Sales and Use Taxes

**Definition:** Sales taxes are imposed on the sale of goods and services within a jurisdiction, while use taxes are applied to goods purchased outside the jurisdiction but used within it. Together, they represent a significant source of revenue for local governments.

### **4.** Franchise & Other Taxes

**Definition:** Franchise taxes are levied on businesses for the privilege of operating within a city or state. Other taxes may include specific levies on utilities, telecommunications, and other services.

### **5.** Fines and Forfeitures

**Definition:** Fines and forfeitures include penalties assessed by the city for violations of laws, ordinances, or regulations. Forfeitures typically involve the seizure of property related to legal violations.

### **6.** Intergovernmental Transfer

**Definition:** Intergovernmental transfers are funds received from other levels of government, such as state or federal agencies, typically as grants, shared revenues, or specific-purpose allocations.

### 7. Licenses, Permits & Fees

**Definition:** These are charges imposed by the city for the issuance of licenses, permits, and the provision of various services. They are usually required for regulatory purposes.

### 8. Charges for Service

**Definition:** Charges for services represent fees collected by the city for specific services provided to residents or businesses. These services are often optional or specialized.

### **9.** Interest Earnings

**Definition:** Interest earnings are the income generated from the city's investments, savings, or other interest-bearing accounts. This revenue contributes to the city's financial resources.

### **10.** Other Revenue

**Definition:** Other revenue encompasses all miscellaneous sources of income that do not fit into the other categories. It may include unexpected or irregular sources of funds.

### 11. Lease and Rental Income

**Definition:** Lease and rental income refers to the revenue generated by leasing or renting out city-owned property or facilities to individuals or businesses.

### SOLID WASTE DEPARTMENT REVENUES

### **1.** Credit Processing Fees

**Definition:** Credit processing fees refer to the charges imposed by the Solid Waste Department for processing payments made by credit cards. These fees help cover the costs associated with credit card transaction processing.

### 2. Delinquent Roll

**Definition:** The delinquent roll represents the list of accounts that are past due on their payments for solid waste services. It typically includes the outstanding balances owed by customers who have not paid their bills on time.

### 3. Late Fees

**Definition:** Late fees are additional charges applied to a customer's account when payment for solid waste services is not made by the due date. These fees are intended to encourage timely payment.

### 4. Monthly Service Income

**Definition:** Monthly service income is the regular revenue generated from customers paying for solid waste services on a monthly basis. This is the primary source of income for the department.

### 5. New Accounts

**Definition:** New accounts refer to the revenue generated when new customers sign up for solid waste services. This may include initial setup fees or deposits required to start the service.

### **6.** Non-Service Permit - Multiple

**Definition:** Non-service permits (multiple) are fees collected for permits issued to entities that do not receive regular solid waste services but require permission to use city facilities or services on multiple occasions.

### 7. Non-Service Permit - Single

**Definition:** Non-service permits (single) are similar to the multiple permits but are issued for a single, one-time use or event.

### 8. Other Income

**Definition:** Other income includes miscellaneous revenue generated by the Solid Waste Department that does not fall into the other specified categories.

### 9. Sales Tax Liabilities

**Definition:** Sales tax liabilities refer to the amount of sales tax that the department is required to collect and remit to the state or local government. This is not revenue but an accounting of the tax obligation.

### 10. Service Fees

**Definition:** Service fees are charges for specific services provided by the Solid Waste Department beyond regular trash collection, such as bulky item pickup or special disposal services.

### 11. Trash Bin Income

**Definition:** Trash bin income is the revenue generated from renting or selling trash bins to customers. This can include both residential and commercial customers.

### **GENERAL GOVERNMENT OPERATIONS**

### **1.** Advertising & Promotion

**Definition:** Costs associated with promoting city programs, events, and services to the public. This may include print, online, and other media.

### 2. Capital Purchases

**Definition:** Expenditures for acquiring, constructing, or improving long-term assets such as buildings, equipment, or infrastructure.

**3.** Charges & Fees

**Definition:** Payments made by the city for various services, permits, or regulatory fees.

4. Contracted Services

**Definition:** Expenses for services provided by external contractors or vendors, often for specialized tasks or projects.

**5.** Debt Carried Forward

**Definition:** Amount of debt from previous fiscal periods that is being carried into the current period for repayment.

**6.** Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional organizations, renewing memberships, and subscribing to publications or services relevant to city operations.

7. Equipment Repair & Maintenance

**Definition:** Costs for repairing and maintaining city-owned equipment to ensure proper operation.

**8.** Facilities Repair and General Maintenance

**Definition:** Expenditures for the upkeep, repair, and routine maintenance of city buildings and facilities.

**9.** Good for Public Events

**Definition:** Costs for goods and supplies needed for hosting public events and gatherings.

**10.** Grant Expenditures

**Definition:** Funds allocated for spending as part of a grant received by the city, often for specific projects or initiatives.

11. Insurance

**Definition:** Costs for various insurance policies the city must carry, including liability, property, and workers' compensation insurance.

### 12. Land Improvements

**Definition:** Expenditures related to enhancing or developing city-owned land, such as parks, streets, or other public spaces.

### 13. Landfill Cost

**Definition:** Costs associated with the use and maintenance of landfill facilities, including disposal fees.

### 14. Lease & Rental

**Definition:** Expenses for leasing or renting equipment, facilities, or land for city operations.

### **15.** Materials & Supplies

**Definition:** Costs for purchasing general materials and supplies needed for day-to-day operations of city departments.

### **16.** Miscellaneous

**Definition:** A category for various small or unexpected expenses that don't fit into other specific budget categories.

### 17. Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of city-owned vehicles.

### 18. Notes Payable

**Definition:** Payments on promissory notes or short-term loans that the city has incurred.

### 19. Park Capital Improvements

**Definition:** Expenditures for major improvements or new developments within city parks.

### **20.** Payroll Liabilities

**Definition:** Obligations related to payroll, including taxes, benefits, and other deductions that the city must pay.

### **21.** Postage & Delivery

**Definition:** Costs for sending mail and packages related to city business.

### 22. Professional Services

**Definition:** Payments for professional services rendered by external consultants, attorneys, auditors, or other specialists.

**23.** Utilities - City Hall

**Definition:** Utility costs associated with the operation of the city hall building, including electricity, water, and gas.

**24.** Utilities - Fire Station

**Definition:** Utility costs associated with the operation of the city's fire station(s).

**25.** Utilities - Library

**Definition:** Utility costs associated with the operation of the city library.

**26.** Utilities - Municipal Park

**Definition:** Utility costs associated with maintaining municipal parks, including lighting and water.

27. Utilities - Street Lights

**Definition:** Costs for electricity used to power streetlights throughout the city.

28. Utilities - Sub-Station

**Definition:** Utility costs associated with the operation of a police or utility sub-station.

### **GENERAL GOVERNMENT ADMINISTRATION**

1. Administrative Allowances

**Definition:** Funds allocated to cover specific allowances provided to city officials or employees, such as travel allowances, per diems, or other approved financial perks related to their administrative roles.

**2.** Administrative Expenses

**Definition:** General costs associated with the daily operations of the government administration. This can include office supplies, administrative support services, utilities, and other operational expenses necessary for running city government functions.

3. Advertising

**Definition:** Expenses related to promoting city services, programs, public notices, or other government-related communications to the public. This includes advertising in various media outlets to inform or engage residents.

### 4. Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets, such as buildings, equipment, or infrastructure, which are used in government administration. These purchases typically have a long useful life and are recorded as capital assets.

### 5. Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional organizations, renewing memberships, and subscribing to publications or services that are relevant to government administration. These expenses are necessary for staying informed and connected within the industry.

### 6. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of equipment used in the administration of city government. This ensures that all tools and machines are functioning properly and efficiently.

### 7. Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for organizing and hosting public events sponsored by the city government. These events may include community gatherings, ceremonies, or other public functions.

### **8.** Materials & Supplies

**Definition:** The cost of materials and supplies needed for the general administration of the city. This includes all consumables and small equipment necessary for the day-to-day operations of government offices.

### **9.** Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of vehicles used by the city government for administrative purposes. This includes expenses for fuel, repairs, insurance, and other vehicle-related costs.

### **10.** Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to city government business. This includes costs for postal services, courier services, and other delivery methods.

### 11. Wages and Salaries

**Definition:** The total compensation paid to city government employees, including salaries, wages, bonuses, and other forms of remuneration. This is a significant portion of the government administration budget and is essential for maintaining staff and operations.

### EL CENIZO POLICE DEPARTMENT

### 1. Administrative Allowances

**Definition:** Funds provided to police department personnel for specific allowances, such as travel, uniforms, or other necessary expenses related to their administrative duties within the department.

### **2.** Administrative Expenses

**Definition:** General costs associated with the daily operations of the police department, including office supplies, utilities, and other necessary expenses for maintaining administrative functions.

### 3. Advertising

**Definition:** Expenses related to promoting or communicating police department services, public safety campaigns, recruitment efforts, or other official announcements to the public.

### **4.** Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets for the police department, such as vehicles, specialized equipment, or technology systems that support law enforcement activities.

### 5. Dues, Memberships & Subscriptions

**Definition:** Costs for joining law enforcement professional organizations, renewing memberships, and subscribing to publications or services that are relevant to police work and law enforcement practices.

### 6. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of police equipment, such as vehicles, firearms, radios, and other critical tools used by officers in the line of duty.

### 7. Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for police department-sponsored public events, community outreach programs, or other activities that engage with the public.

### **8.** Materials & Supplies

**Definition:** The cost of materials and supplies necessary for the general operations of the police department, including items like office supplies, evidence bags, and other consumables.

### **9.** Miscellaneous

**Definition:** A category for various small or unexpected expenses within the police department that do not fit into other specific budget categories, such as unexpected repairs or minor purchases.

### **10.** Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of police vehicles, including expenses for fuel, repairs, insurance, and other vehicle-related costs necessary for law enforcement activities.

### 11. Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to police department business, such as subpoenas, official documents, or communication with other agencies.

### 12. Wages and Salaries

**Definition:** The total compensation paid to police department employees, including salaries, wages, overtime, and other forms of remuneration essential for maintaining law enforcement personnel and operations.

### **VOLUNTEER FIRE DEPARTMENT**

### 1. Administrative Allowances

**Definition:** Funds allocated for specific allowances provided to volunteer fire department personnel, which may include travel allowances, per diems, or other financial perks related to their roles.

### **2.** Administrative Expenses

**Definition:** General costs associated with the daily operations of the volunteer fire department, including office supplies, utilities, and other expenses necessary for administrative functions.

### 3. Advertising

**Definition:** Expenses related to promoting the volunteer fire department's services, recruitment efforts, safety campaigns, or public notices.

### 4. Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets for the fire department, such as fire trucks, protective gear, or other essential firefighting equipment.

### **5.** Contractual Agreements

**Definition:** Costs associated with contracts entered into by the fire department for specific services, such as training, maintenance, or agreements with external organizations.

### **6.** Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional fire service organizations, renewing memberships, and subscribing to publications or services relevant to firefighting and emergency response.

### 7. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of firefighting equipment, vehicles, and other tools necessary for emergency response.

### 8. Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for fire department-sponsored public events, safety demonstrations, or community outreach activities.

### **9.** Grant Expenditures

**Definition:** Funds allocated for spending as part of grants received by the volunteer fire department, often for specific projects, equipment, or training programs.

### 10. Materials & Supplies

**Definition:** The cost of materials and supplies needed for the general operations of the volunteer fire department, including items like firefighting gear, hoses, and safety equipment.

### 11. Miscellaneous

**Definition:** A category for various small or unexpected expenses that do not fit into other specific budget categories, such as unexpected repairs or minor purchases.

### 12. Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of fire department vehicles, including expenses for fuel, repairs, insurance, and other vehicle-related costs.

### 13. Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to fire department business, such as communication with other agencies, vendors, or the community.

### 14. Wages and Salaries

**Definition:** The total compensation paid to volunteer fire department personnel, which may include stipends, wages for full-time or part-time staff, and other forms of remuneration. This also covers any necessary administrative personnel.

### PARK, STREET & GROUND MAINTENANCE

### **1.** Administrative Allowances

**Definition:** Funds allocated for specific allowances provided to personnel involved in park, street, and ground maintenance, such as travel allowances, per diems, or other financial perks related to their roles.

### **2.** Administrative Expenses

**Definition:** General costs associated with the daily administrative operations related to the maintenance of parks, streets, and grounds. This includes office supplies, utilities, and other expenses necessary for managing these functions.

### 3. Advertising

**Definition:** Expenses related to promoting services or programs associated with park, street, and ground maintenance, or for public announcements and notices related to these areas.

### 4. Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets used in the maintenance of parks, streets, and grounds, such as vehicles, equipment, or infrastructure improvements.

### **5.** Contractual Service Labor

**Definition:** Costs associated with hiring external contractors or labor for specific maintenance tasks or projects that cannot be handled internally by the city staff.

### **6.** Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional organizations, renewing memberships, and subscribing to publications or services that are relevant to park, street, and ground maintenance.

### 7. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of equipment used in maintaining parks, streets, and grounds, such as mowers, trucks, and other machinery.

### **8.** Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for public events that involve parks, streets, or public grounds, such as community clean-up days or public celebrations.

### **9.** Landfill Expense

**Definition:** Costs associated with the disposal of waste and debris collected during park, street, and ground maintenance activities at a landfill site.

### **10.** Materials & Supplies

**Definition:** The cost of materials and supplies needed for the maintenance and operation of parks, streets, and grounds, including items like gravel, soil, plants, or maintenance tools.

### 11. Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of vehicles used for park, street, and ground maintenance, including expenses for fuel, repairs, insurance, and other vehicle-related costs.

### **12.** Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to the administration and operations of park, street, and ground maintenance, such as communication with vendors or the community.

### 13. Street Maintenance

**Definition:** Costs associated with the upkeep and repair of city streets, including filling potholes, repaying, and other related maintenance tasks.

### 14. Street Sign Maintenance

**Definition:** Expenses related to the installation, repair, and maintenance of street signs throughout the city, ensuring proper signage is in place and visible for public safety.

### 15. Wages and Salaries

**Definition:** The total compensation paid to personnel involved in the maintenance of parks, streets, and grounds, including salaries, wages, and other forms of remuneration for their work.

### **LIBRARY**

### 1. Administrative Allowances

**Definition:** Funds allocated for specific allowances provided to library staff or administration, such as travel allowances, per diems, or other financial perks related to their roles in managing the library.

### 2. Administrative Expenses

**Definition:** General costs associated with the daily administrative operations of the library. This includes office supplies, utilities, and other necessary expenses for the administration and management of the library.

### 3. Advertising

**Definition:** Expenses related to promoting library services, programs, events, or public notices to the community through various media outlets.

### 4. Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets for the library, such as bookshelves, computers, or building improvements that enhance the library's facilities and services.

### **5.** Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional library organizations, renewing memberships, and subscribing to publications or services relevant to library operations and educational resources.

### 6. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of library equipment, such as computers, printers, or HVAC systems, ensuring all equipment remains functional and up-to-date.

### **7.** Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for library-sponsored public events, community programs, or educational activities held at the library.

### **8.** Materials & Supplies

**Definition:** The cost of materials and supplies necessary for the library's operations, including books, educational materials, office supplies, and other consumables used in daily library activities.

### 9. Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of any vehicles used by the library, such as a bookmobile or vehicles used for library outreach programs.

### **10.** Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to library business, such as interlibrary loan requests, communication with vendors, or mailing materials to patrons.

### 11. Wages and Salaries

**Definition:** The total compensation paid to library staff, including librarians, assistants, and administrative personnel, covering salaries, wages, and other forms of remuneration for their work in the library.

### EL CENIZO MUNICIPAL COURT

### 1. Administrative Allowances

**Definition:** Funds allocated for specific allowances provided to court staff, such as travel allowances, per diems, or other financial perks related to their roles within the municipal court.

### **2.** Administrative Expenses

**Definition:** General costs associated with the daily administrative operations of the municipal court, including office supplies, utilities, and other necessary expenses for managing court activities.

### 3. Advertising

**Definition:** Expenses related to promoting court-related announcements, public notices, or legal advertisements required by law, which may include notices in newspapers or other media outlets.

### **4.** Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets for the municipal court, such as office furniture, computer systems, or other equipment necessary for court operations.

### 5. Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional legal organizations, renewing memberships, and subscribing to publications or services relevant to court operations and legal practices.

### 6. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of equipment used in the municipal court, such as computers, printers, or audio-visual systems used during court proceedings.

### 7. Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for public events or community outreach programs sponsored by the municipal court.

### 8. Materials & Supplies

**Definition:** The cost of materials and supplies necessary for the court's operations, including legal forms, office supplies, and other consumables used in daily court activities.

### **9.** Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of any vehicles used by the municipal court, such as transport vehicles for court personnel or for official court-related activities.

### 10. Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to court business, such as summonses, legal notices, or communication with legal professionals and agencies.

### 11. State Court Cost

**Definition:** Costs that the municipal court must pay to the state, typically including fees or assessments mandated by state law. These may be related to the processing of cases, fines, or other court operations.

### 12. Wages and Salaries

**Definition:** The total compensation paid to municipal court staff, including judges, clerks, and administrative personnel, covering salaries, wages, and other forms of remuneration for their work in the court.

### **SOLID WASTE DEPARTMENT**

### 1. Administrative Allowances

**Definition:** Funds allocated for specific allowances provided to personnel within the Solid Waste Department, such as travel allowances, per diems, or other financial perks related to their roles in managing solid waste operations.

### **2.** Administrative Expenses

**Definition:** General costs associated with the daily administrative operations of the Solid Waste Department, including office supplies, utilities, and other necessary expenses for managing solid waste services.

### 3. Advertising

**Definition:** Expenses related to promoting solid waste services, public awareness campaigns, recycling programs, or public notices related to solid waste management.

### 4. Capital Purchases

**Definition:** Expenditures for acquiring or upgrading long-term assets for the Solid Waste Department, such as garbage trucks, waste containers, or infrastructure improvements necessary for waste management.

### **5.** Charges and Fees

**Definition:** Payments made by the Solid Waste Department for various services, permits, or regulatory fees associated with waste management operations.

### **6.** Contractual Services

**Definition:** Costs associated with hiring external contractors or service providers for specific tasks related to solid waste management, such as landfill operations, waste collection, or recycling services.

### 7. Dues, Memberships & Subscriptions

**Definition:** Costs for joining professional organizations, renewing memberships, and subscribing to publications or services relevant to waste management and environmental practices.

### 8. Equipment Repair & Maintenance

**Definition:** Costs associated with the upkeep, repair, and maintenance of equipment used by the Solid Waste Department, such as garbage trucks, compactors, and other machinery.

### **9.** Goods for Public Events

**Definition:** Expenses related to purchasing goods and materials needed for public events or community outreach programs sponsored by the Solid Waste Department, such as recycling drives or community clean-up events.

### 10. Landfill Cost

**Definition:** Costs associated with the disposal of waste at a landfill, including tipping fees, maintenance, and operation costs for the landfill site used by the city.

### 11. Lease and Rental

**Definition:** Expenses for leasing or renting equipment, facilities, or land for solid waste operations, such as leasing trucks or renting land for temporary waste storage.

### 12. Materials & Supplies

**Definition:** The cost of materials and supplies necessary for the daily operations of the Solid Waste Department, including items like safety gear, trash bags, and office supplies.

### **13.** Motor Vehicle Expenses

**Definition:** Costs related to the operation, maintenance, and repair of vehicles used in waste management, including expenses for fuel, repairs, insurance, and other vehicle-related costs.

### 14. Notes Payable

**Definition:** Payments on promissory notes or short-term loans that the Solid Waste Department has incurred, which may have been used to finance equipment or other large purchases.

### 15. Postage & Delivery

**Definition:** Expenses incurred for sending mail and packages related to solid waste operations, such as communication with vendors, sending out waste collection schedules, or billing statements.

### 16. Sales Tax Liabilities

**Definition:** Amounts the Solid Waste Department is required to collect and remit as sales tax to the state or local government, typically related to services or goods provided by the department.

### 17. Wages and Salaries

**Definition:** The total compensation paid to Solid Waste Department staff, including salaries, wages, overtime, and other forms of remuneration for their work in managing and collecting solid waste.