

ORDINANCE NO. 2022-09-01

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF POETRY, TEXAS ADOPTING THE ANNUAL BUDGET OF THE TOWN OF POETRY FOR THE 2022-2023 FISCAL YEAR IN ACCORDANCE WITH STATE LAW; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR THE FILING OF THE BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, an annual budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023 has been duly created by the Town of Poetry, in accordance with sections 102.002 and 102.003 of the Texas Local Government Code; and

**WHEREAS**, the proposed budget was made available for public inspection by the taxpayers in accordance with section 102.005(b) of the Texas Local Government Code; and

**WHEREAS**, pursuant to section 102.006 of the Texas Local Government Code, a public hearing on the proposed budget was properly noticed and a public hearing was held on September 20, 2022, providing an opportunity for all interested citizens and parties of interest to express opinions on the proposed 2022-2023 fiscal year budget; and

**WHEREAS**, the Town Council, upon full consideration of the matter, is of the opinion that the budget hereinafter set forth is proper and should be approved and adopted; and

**WHEREAS**, the Town Council finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF POETRY, TEXAS:**

**Section 1:** All of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**Section 2:** The appropriations for the fiscal year beginning October 1, 2022 and ending September 30, 2023, for the support of the General Debt Services of the Town of Poetry, Texas, as expenditures shown in the Town's fiscal year 2022-2023 (FY 23) budget, a copy of which is attached hereto and incorporated herein as **Exhibit A**, are hereby adopted.

**Section 3:** The FY 23 budget, as shown in words and figures in **Exhibit A**, is hereby approved in all respects and the budget is adopted as the Town's budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023.

**Section 4:** Expenditures during the 2022-2023 fiscal year shall be made in accordance with this budget and this Ordinance, unless otherwise authorized by an ordinance duly enacted in accordance with law. Pursuant to state law, no expenditure of the funds of the Town shall hereafter be made except in compliance with the budget and applicable state law; provided, however, that in case of grave public necessity emergency expenditures to meet unusual and unforeseen conditions, which could not by reasonable, diligent thought and attention have been included in the original budget, may from time to time be authorized by the Town Council as amendments to the original budget. Pursuant to state law, the Council may make emergency appropriations to address a public emergency affecting life, health, property or the public peace and other appropriations as authorized thereby.

**Section 5:** All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

**Section 6:** Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Aubrey hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**Section 7:** A true and correct copy of the approved budget shall be filed at Town Hall. In addition, the Town Secretary is hereby directed to file or cause to be filed a true and correct copy of this Ordinance along with the approved budget as represented in Exhibit A attached hereto, and any amendments thereto, in the offices of the County Clerks of Kaufman and Hunt counties, Texas, as required by law.

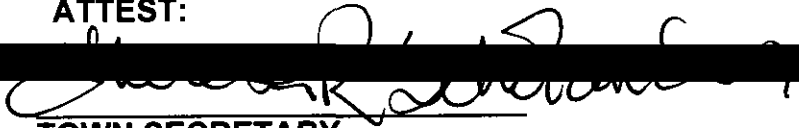
**Section 8:** That this Ordinance shall take effect and be enforced from and after its passage by a record vote.

**PASSED, APPROVED AND ADOPTED** on this 27<sup>th</sup> day of September 2022.

<b>Council Member:</b>	<b>For:</b>	<b>Against:</b>
Tom Anderson	<u>✓</u>	_____
Terry Fowler	<u>✓</u>	_____
Mike Jaffe	<u>✓</u>	_____
Brian Vinson	<u>✓</u>	_____
Simeon White	<u>✓</u>	_____

  
TARA SENKEVECH, MAYOR

ATTEST:

  
TOWN SECRETARY

APPROVED AS TO FORM:



PATRICIA ADAMS  
TOWN ATTORNEY

**EXHIBIT A**  
**2022-2023 Budget**

## Fiscal Year 2022 - 2023 Approved Operating Budget

### GENERAL FUND REVENUE

REVENUE SUMMARY	2022-2023 Budget	2022-2023 Budget
<b>Use of Prior Year Excess</b>		<b>\$29,397.67</b>
Sales Tax Revenue (EST.)	TBD by Nov. 8 vote?	\$ 15,000.00
Franchise Fees (Electric)		\$ 56,000.00
Franchise Fees (Trash)		\$ 34,000.00
	\$ -	
	\$ -	
Miscellaneous Revenues	\$ -	\$ -
<b>General Fund Revenue</b>	\$ -	<b>\$ 134,397.67</b>

### GENERAL FUND EXPENSES

EXPENDITURES	2022-2023 Budget	2022-2023 Budget
Salary--City Secretary      14 hrs/wk x 50 wks	\$ -	\$ 10,500.00
Services & Supplies (E1)	\$ -	\$ 13,199.66
Required Newspaper Publications		\$ 900.00
Road Repair & Maintenance (E2)	\$ -	\$ 15,000.00
Creative & Web services (20 hours/mo-secr ?)	(currently 25 hrs/mo-donated)	\$ -
Information Technology (E3)	\$ -	\$ 5,035.68
Legal fees	\$ -	\$ 40,000.00
<b>Membership, Prof fees</b>		<b>\$ 1,500.00</b>
Educational & Expenses for Mayor, Pro-Tem & secretary	300 x 3	\$ 900.00
First Annual Audit 2021-22      (+ 2 weeks)		\$ 4,250.00
<b>Survey, Mapping &amp; Engineering</b>	\$ -	<b>\$ 3,500.00</b>
Miscellaneous	\$ -	\$ 2,500.00
Grounds & building care      lawn & maint)	\$ 200.00	\$ 2,400.00
Election costs	\$ -	\$ 10,000.00
Rainy Day Fund [TML suggest 25-30%] This =5.9%		<b>\$ 9,712.33</b>
<b>New Capital Building/ Site Improvement</b>		<b>\$ 15,000.00</b>
		<b>\$ 134,397.67</b>

NET REVENUE LESS EXPENDITURES - OPERATING

\$ -

		Per Month	Per Year
<b>E1: Services &amp; Supplies</b>	Office Supplies, furn. paper, ink, postage		\$ 6,000.00
	Utilities (Electric, Water,	\$ 445.00	\$ 5,340.00
	Building Insurance *TML Risk quote		\$ 359.66
	TML Insurance *+ \$30 Cyber		\$ 1,500.00
			\$ 13,199.66

		Per Month	Per Year
<b>E2: Road Repair &amp; Maintenance</b>	Pot hole repair & other cleanup		\$ 12,000.00
	Savings for Road refurbishment		\$ 3,000.00
			\$ 15,000.00

		Per Month	Per Year
<b>E3: Information &amp; Technology</b>	Internet (tower +monthly)	\$ 80.00	\$ 960.00
	Website (Wix)	\$ 19.48	\$ 233.76
	Upgraded Calendar	\$ 11.99	\$ 143.88
	7 existing email		\$ 1,000.00
	Domain Renewal Charge	\$ 1.17	\$ 14.04
	IT/Maintenance	\$ 75.00	\$ 900.00
	Misc. equipment		\$ 500.00
	Host for phones	\$ 13.00	\$ 156.00
	Telephones, Town Hall		\$ 300.00
	SIP for phones	\$ 20.00	\$ 240.00
	Alarm relay (security sxs)		\$ 168.00
	Exchange server for backup (vault)		\$ 420.00
		\$ 5,035.68	

## Town of Poetry Profit & Loss YTD Comparison

All Transactions

	Sep 30, 21	Oct 31, 21	Nov 30, 21	Dec 31, 21	Jan 31, 22	Feb 28, 22	Mar 31, 22	Apr 30, 22	May 31, 22	Jun 30, 22	Jul 31, 22	Aug 31, 22	Sep 30, 22	Oct 26, 22	TOTAL
<b>Income</b>															
4060 Franchise Fees Electric	15,969.45	0.00	0.00	7,864.69	0.00	0.00	20,111.72	15.87	0.00	4,568.91	13,380.64	0.00	5,865.91	0.00	67,777.19
4071 Franchise Fees Solid Waste	0.00	0.00	400.00	0.00	5,234.50	0.00	0.00	2,742.00	0.00	0.00	8,079.00	6,452.00	0.00	3,845.00	26,752.50
4115 Public Information Req	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.70	11.70
<b>Total Income</b>	<b>15,969.45</b>	<b>0.00</b>	<b>400.00</b>	<b>7,864.69</b>	<b>5,234.50</b>	<b>0.00</b>	<b>20,111.72</b>	<b>2,757.87</b>	<b>0.00</b>	<b>4,568.91</b>	<b>21,459.64</b>	<b>6,452.00</b>	<b>5,865.91</b>	<b>3,856.70</b>	<b>94,541.39</b>
<b>Expense</b>															
5050 Secretarial Expense	0.00	306.45	461.25	431.25	513.75	686.25	0.00	0.00	0.00	0.00	0.00	0.00	922.50	0.00	3,321.45
5062 Office Furnishings - admin	0.00	44.99	0.00	920.65	-610.89	0.00	1,733.38	25.99	169.82	0.00	0.00	99.99	0.00	0.00	2,383.93
5064 Shipping and Postage	0.00	34.80	13.99	20.94	45.00	0.00	58.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	172.73
5065 Bank and Misc Fees	21.25	14.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.00	74.36	0.00	151.16
5065 Office Supplies	0.00	175.42	67.88	208.29	162.95	421.77	62.39	0.00	0.00	0.00	76.19	452.83	423.60	0.00	2,051.32
5065 Printing and Publications	580.48	380.29	0.00	170.96	341.92	170.96	0.00	179.82	229.82	179.82	63.84	100.58	56.37	0.00	2,454.86
5130 Dues/Membership Admin	0.00	0.00	89.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.95
5140 Elections	550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,061.74	77.53	0.00	5,689.27
5190 Professional Membership	1,035.86	0.00	0.00	0.00	0.00	0.00	25.45	0.00	737.00	495.21	1,100.54	0.00	0.00	359.66	3,753.72
5256 Capital Improvement-Roads	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	4,877.00	-200.00	1,800.00	3,700.00	0.00	0.00	11,177.00
5256 Signage Roads	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,975.54	0.00	0.00	376.95	0.00	2,352.49
5358 Legal Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,800.00	7,245.99	0.00	0.00	19,420.87	28,466.86
5393 Repair & Maint - Admin	0.00	10.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.99
5396 Bldg Repair & Maintenance	0.00	120.00	60.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
5397 Electric Utilities	0.00	25.27	24.24	23.05	84.28	158.89	108.99	29.34	123.52	50.00	124.97	74.84	156.69	0.00	984.08
5398 Town Maint & Clean Up	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
5399 Tech Support & Serv	0.00	0.00	0.00	0.00	0.00	0.00	239.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	239.40
5425 Capital Bldg Improvement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-3,500.00	8,800.00	7,673.59	0.00	12,973.59
5450 Mapping Town	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00	150.00	0.00	500.00
5455 Survey, Mapping & Engineer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,725.00	100.00	0.00	1,825.00
5463 Website-Admin	0.00	0.00	0.00	0.00	20.56	0.00	38.96	0.00	109.18	19.48	19.48	63.69	61.82	0.00	333.17
<b>Total Expense</b>	<b>2,187.59</b>	<b>1,112.76</b>	<b>717.31</b>	<b>1,775.14</b>	<b>557.57</b>	<b>2,462.87</b>	<b>2,266.57</b>	<b>295.15</b>	<b>6,246.34</b>	<b>4,320.05</b>	<b>6,931.01</b>	<b>20,469.67</b>	<b>10,073.41</b>	<b>19,780.53</b>	<b>79,195.97</b>
<b>Net Income</b>	<b>13,781.86</b>	<b>-1,112.76</b>	<b>-317.31</b>	<b>6,089.55</b>	<b>4,676.93</b>	<b>-2,462.87</b>	<b>17,845.15</b>	<b>2,462.72</b>	<b>-6,246.34</b>	<b>248.86</b>	<b>14,528.63</b>	<b>-14,017.67</b>	<b>-4,207.50</b>	<b>-15,923.83</b>	<b>15,345.42</b>

Keep  
Gr. Hix

Final

Town Of Poetry  
Approved Budget  
FY 2022-2023





## Fiscal Year 2022 - 2023 Amended Approved

### GENERAL FUND REVENUE

REVENUE SUMMARY	2022-2023 Budget		2022-2023 Budget
<b>Use of Prior Year Excess</b>			<b>\$29,397.67</b>
Sales Tax Revenue (EST.)	TBD by Nov. 8 vote?	Conservative Est. UNKNOWN	\$ 15,000.00
Franchise Fees (Electric)			\$ 56,000.00
Franchise Fees (Trash)			\$ 34,000.00
	\$	-	
	\$	-	
Miscellaneous Revenues	\$	-	\$ -
<b>General Fund Revenue</b>	\$	-	<b>\$ 134,397.67</b>

### GENERAL FUND EXPENSES

EXPENDITURES	2022-2023 Budget		2022-2023 Budget
Salary--City Secretary	14 hrs/wk x 50 wks	\$ -	\$ 10,500.00
Services & Supplies (E1)		\$ -	\$ 13,199.66
Required Newspaper Publications			\$ 900.00
Road Repair & Maintenance (E2)		\$ -	\$ 19,060.00
Creative & Web services (20 hours/mo-secr ?	(currently 25 hrs/mo-donated)		\$ -
Information Technology (E3)		\$ -	\$ 4,875.68
Legal fees		\$ -	\$ 40,000.00
<b>Membership, Prof fees</b>			<b>\$ 1,500.00</b>
Educational & Expenses for Pro-Tem & secretary	300 x 2		\$ 600.00
First Annual Audit 2021-22 (+ 2 weeks)			\$ 4,250.00
<b>Survey, Mapping &amp; Engineering</b>		\$ -	\$ 2,500.00
Miscellaneous		\$ -	\$ 500.00
Grounds & building care, parking lease		\$ 500.00	\$ 1,800.00
Election costs	2 elections this yr	\$ -	\$ 10,000.00
Rainy Day Fund [TML suggest 25-30%] This 6.4=%			<b>\$ 9,712.33</b>
<b>New Capital Building/ Site Improvement</b>			<b>\$ 15,000.00</b>
			<b>\$ 134,397.67</b>

NET REVENUE LESS EXPENDITURES - OPERATING

**\$ -**

		Per Month	Per Year
<b>E1: Services &amp; Supplies</b>	Office Supplies, furn. paper, ink, postage		\$ 6,000.00
	Utilities (Electric, Water,	\$ 445.00	\$ 5,340.00
	Building Insurance *TML Risk quote		\$ 359.66
	TML Insurance *+ \$30 Cyber		\$ 1,500.00
			\$ 13,199.66

		Per Month	Per Year
<b>E2: Road Repair &amp; Maintenance</b>	Pot hole repair & other cleanup		\$ 16,060.00
	Savings for Road refurbishment		\$ 3,000.00
			\$ 19,060.00

		Per Month	Per Year
<b>E3: Information &amp; Technology</b>	Internet (tower tbd +monthly	\$ 80.00	\$ 960.00
	Website (Wix)	\$ 19.48	\$ 233.76
	Upgraded Calendar	\$ 11.99	\$ 143.88
	up to 10 x (365 MS Windows Subs)/emails		\$ 960.00
	Domain Renewal Fee	\$ 1.17	\$ 14.04
	IT/Maintenance	\$ 75.00	\$ 900.00
	Misc. equipment, tbd, estimated		\$ 500.00
	Host for phones, virtual server, Vultr	\$ 13.00	\$ 156.00
	Physical Telephones, Town Hall		\$ 300.00
	Monthly service, phones	\$ 20.00	\$ 240.00
	Alarm relay (security sxs), routed		\$ 168.00
	Device backup for physical computers		\$ 300.00
			\$ 4,875.68