

ORDINANCE NO. 2024-09-02

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF POETRY, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025; AND PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR BE MADE IN ACCORDANCE WITH SAID BUDGET; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, an annual budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025 has been duly created by the Mayor of the Town of Poetry, Texas in accordance with Chapter 102 of the Texas Local Government Code; and

**WHEREAS**, the Mayor of the Town of Poetry has timely filed the proposed budget in the office of the Town Secretary and the proposed budget has been made available for public inspection in accordance with Chapter 102 of the Local Government Code; and

**WHEREAS**, one public hearing was held in accordance with State law by the Town of Poetry in accordance with Chapter 102 of the Local Government Code, following due publication of notice thereof, at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed Fiscal Year 2024-2025 Budget; and

**WHEREAS**, after full and final consideration, it is the opinion of the Town Council of the Town of Poetry that the Fiscal Year 2024-2025 budget of revenues and expenditures as hereinafter set forth should be adopted and approved.

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

**SECTION 1:** That the annual budget of revenues and expenditures necessary for conducting the affairs of the Town of Poetry for Fiscal Year 2024 – 2025 (Fiscal Year 2024-2025), beginning October 1, 2024, and ending September 30, 2025, a true and correct copy of which is attached hereto and incorporated herein as Exhibit A, providing for a financial plan for the ensuing fiscal year, be and is hereby approved and adopted.

**SECTION 2:** That expenditures during the Fiscal Year 2024-2025 shall be made in accordance with the budget adopted herein, unless otherwise authorized by proper amendment;

and said budget shall be on file for public inspection in the office of the Town Secretary. Upon approval of the budget, the budget officer shall file a true copy thereof with the County Clerk as required by law.

**SECTION 3:** That all budget amendments and transfers of appropriations budgeted from one account or activity to another for the prior fiscal year be and are hereby ratified, and the budget ordinances, heretofore enacted by the Town Council, be and are hereby amended to the extent of such transfers and amendments for all purposes.

**SECTION 4:** That should any word, sentence, section, subsection, subdivision, paragraph, clause, phrase or provision of this ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision hereof, other than the part so decided to be invalid or unconstitutional.

**SECTION 5:** That all provisions of the ordinances of the Town of Poetry in conflict with the provisions of this ordinance be and the same are hereby repealed, and all other provisions of the ordinances of the Town of Poetry not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 6.** That this Ordinance shall take effect immediately from and after its passage as the law in such cases provides.

At a meeting of the Town Council of the Town of Poetry, Texas, on September 21, 2023, this Ordinance was passed and adopted by the Town Council by motion and the following votes:

	<u>AYE</u>	<u>NAY</u>
Councilmember Tom Anderson	<u>X</u>	_____
Councilmember Jonathan Blake	<u>X</u>	_____
Councilmember Terry Fowler	<u>X</u>	_____
Councilmember Mike Jaffe	<u>X</u>	_____
Councilmember Simeon White	<u>X</u>	_____

**DULY PASSED** by the Town Council of the Town of Poetry, Texas, on the 19<sup>th</sup> day of September 2024.

APPROVED:

Lana Senterch  
MAYOR

ATTEST:

[Signature]  
TOWN SECRETARY

APPROVED AS TO FORM:

[Signature]  
TOWN ATTORNEY



**Exhibit A**  
**Town of Poetry**  
**APPROVED Budget**  
**FY 2024-2025**



## Fiscal Year 2024 - 2025 (Oct 1-Sept 30) (Changes in orange)

Current General Municipal Bank Balance \$ 152,280.25 (September 13th, 2024)

### GENERAL FUND REVENUE

REVENUE SUMMARY	2022-2023 22-23 year's Actual	2023-2024 Approved Budget	2023-2024 Actual +projected	2024-2025 Proposed Budget	
<b>Use of Prior Year Excess</b>	\$ 29,397.67	\$36,000.00	\$36,000.00	\$68,914.11	
<b>Sales Tax Revenue (EST.)</b>	\$ 32,160.59	\$ 80,000.00	\$ 108,948.20	\$ 107,000.00	
				\$ 76,839.71	*Remainder 2023-24 year for roads
					\$ 183,839.71 total
<b>Franchise Fees (Electric)</b> [Oncor, FEC]	\$ 45,338.22	\$ 58,000.00	\$ 47,606.79	\$ 47,000.00	
<b>Franchise Fees (Trash)</b> [Card, Titan & Texas Contractors]	\$ 36,640.50	\$ 36,000.00	\$ 35,303.50	\$ 44,000.00	*22% increase based on 2 quart.
				<i>Exclusive</i>	
<b>Miscellaneous Revenues</b> (only 1 qu) [Charter Franchise fees, Electronic, PIR. Pet fees]	\$ 224.09	\$ 500.00	\$ 5,750.00	\$ 1,200.00	
<b>Donations</b> [Citizens and local businesses ]	\$ 6,289.51	\$ 1,500.00	\$ 1,626.00	\$ 1,500.00	
		(*\$4789 for Bldg site) +scholar.			
<b>General Fund Revenue</b>		\$ 212,000.00	\$235,234.49	\$346,453.82	

**GENERAL FUND EXPENSES**

EXPENDITURES	2022-2023 Actual	2023-2024 Budget	2023-2024 Actual+ projections	2024-2025 Budget	
Salary--City Sec& DCS * More hours [AH 60 hr x 12 x \$20/hr= \$14,400] [TS 6 hrs x 51 wks x\$20=\$6000]	\$ 7,347.50	\$ 14,400.00	\$ 14,323.50	\$ 24,480.00	\$20400 x .2 for taxes
<b>Law Enforcement Services for town (3 hrs week)</b>			new	\$ -	
<b>Care Flight Services for Poetry citizens (\$1 of trash fee)</b>			new	\$ -	
Office Supplies, postage, printing, etc.	\$ 4,833.11	\$ 5,000.00	\$ 3,661.99	\$ 5,000.00	
Utilities and reimburs to church for Util	\$ 1,250.00	\$ 2,400.00	\$ 2,433.72	\$ 2,800.00	
Town Insurances (E1)	\$ 3,209.95	\$ 3,500.00	\$ 4,164.92	\$ 6,926.58	*60% increase
Required Newspaper Publications	\$ 1,659.00	\$ 1,200.00	\$ 919.00	\$ 1,000.00	
<b>Road Repair &amp; Maintenance (E2)</b>	\$ 21,092.81	\$ 112,161.00	\$ 33,953.01	\$ 183,839.71	*includes \$1500 approved for vol. team Sept end
Information Technology (E3) website mgmt.	\$ 2,262.59	\$ 4,421.56	\$ 3,505.67	\$ 4,367.15	
Legal fees * (different firm in 2023-24)	\$ 22,945.95	\$ 12,000.00	\$ 10,068.42	\$ 11,000.00	
<b>Legal fees --lawsuit (*atty's suggestion)</b>			\$ 4,000.00	\$ 5,000.00	*20 legal hours thru Sept *101 properties ETJ release quote at \$10,000
Membership, Prof fees	\$ 788.00	\$ 1,000.00	\$ 833.00	\$ 900.00	
<b>Educational &amp; Mtg.&amp; Community Event Expenses</b>		\$ 1,200.00	\$ 900.38	\$ 1,500.00	
Annual Audit	\$ 4,250.00	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	
<b>Mapping, Engineering &amp; Prof Serv.</b>	\$ 150.00	\$ 5,000.00	\$ 4,918.00	\$ 35,000.00	*rec'd quote 9/19/24
<b>Security services for Meetings [new line item]</b>				\$ 2,400.00	
Grounds & building care & janitorial	\$ 1,845.48	\$ 3,500.00	\$ 3,544.53	\$ 4,700.00	*leveling repair here
<b>Town Hall Site Completion &amp; Repair (E4)</b>	\$ 21,420.68	\$ 26,783.45	\$ 26,783.45	\$ -	*projected by Sept end.
<b>Town Hall Site Completion &amp; Repair (E5)</b>				\$ 6,710.87	
Election costs	\$ 7,271.64	\$ -	\$ 751.00	\$ 7,500.00	
Rainy Day Fund [TML suggest 25-30%]		\$11,683.99	\$ 6,189.82	\$38,579.51	11.10%
		\$ 209,000.00	\$ 125,700.41	\$ 346,453.82	*took overages in '23-24 budget from Rainy day fund
<b>NET REVENUE LESS EXPENDITURES - OPERATING [Should balance to zero]</b>		\$ 3,000.00		\$0.00	

\*\*w/donations added

**EXPANDED VIEW E1-E5**

		2023-2024		Proposed 24-25	
<b>E1: Insurance breakdown</b>	Mobile Device Insurance		\$ 86.00		
	Parking Insurance *Craig & Leight	\$ 2,200.00	\$ 682.02	\$	682.02
	TML Town & bldg *+ Cyber	\$ 1,300.00	\$ 1,892.80		
*Insurance went from May to May to now Oct. 1-Oct. 1 which resulted in extra paym		\$ 3,500.00	\$ 4,164.92	\$	6,926.58 *60% increase

		New Year		New Year	
<b>E2: Road Repair &amp; Maintenance</b>	*encumbered [ Sales & Use tax revenues]	\$ 32,160.59			
	Pot hole repair & road related items, sign	\$ 22,000.00	\$ 32,453.01	\$	35,000.00 *dead trees \$5600 in '23-'24
	*Road refurbishment	\$ 90,161.00	\$ -	\$	148,839.71
		\$ 112,161.00	\$ 76,839.71	\$	183,839.71

based on actual of \$109,292.72 Up by \$344.52 from last yr

<b>E3: Information &amp; Technology</b>		Per month x 12		New Year	
	Internet (fiber optic tbd +monthly ph	\$ 135.47	\$ 1,203.72	\$	1,625.64 *\$30/mo increase
	Website (Wix)	\$ 19.48	\$ 233.76	\$	233.76
	Upgraded Calendar	\$ 11.99	\$ 143.88	\$	143.88
	up to 10 x (365 MS Windows Subs)/emails		\$ 814.12	\$	850.00
	Domain Renewal Fee	\$ 1.17	\$ 14.04	\$	14.04
	IT/Maintenance (flex)	\$ 75.00	\$ 344.07	\$	900.00
	Arlo security camera	\$ 250.00	\$ 233.46	\$	-
	Monthly service for camera	\$ 5.00	\$ 58.44	\$	60.00
	Alarm relay (security sxs), routed	\$ 29.99	\$ 359.80	\$	359.88
	Device backup for physical computers	\$ -	\$ 300.00	\$	-
	<b>Public Forum annual fee (*new line item)</b>		\$ 179.95	\$	179.95
		\$ 4,421.56	\$ 3,885.24	\$	4,367.15

		Estimates			
<b>E4: Town Hall Site Completion--past projects</b>					
	Foam spray insulation	\$ 3,500.00	\$ 2,600.00	<b>completed</b>	\$ 900.00 under
	Skirting	\$ 3,797.00	\$ 1,581.01	<b>new contractor</b>	*2215.99 left
	New roofing (*Beauty roofs quote)	\$ 4,736.45	\$ 4,806.73	<b>completed</b>	*whirlybird added
	Crushed concrete for parking lot (*Potts quote)	\$ 1,100.00			
	Delivery and spread of Landscapers Mix (*Potts quote)	\$ 800.00	\$ 800.00	<b>completed</b>	

**EXPANDED VIEW E1-E5**

E4: Town Hall Site Completion--past projects (cont.)			
Railroad ties to designate parking spots \$25 each x 14	\$ 350.00	\$ 391.86	completed
HVAC for a/c and heat 9 vents *2 quotes	\$ 10,500.00	\$ 10,213.03	completed \$ 286.97 under
Metal railing to complete ADA ramp	\$ 1,000.00	\$ 1,000.00	completed
Misc. overages	\$ 1,000.00	\$ 664.99	*ADA railing \$ 335.01 under
	\$ 26,783.45	\$ 22,057.62	\$ 26,783.45 *est. by Sept end
E5: Town Hall Projects; New			Estimates
Concrete for Fire lane *quote from LBJ * discounted			\$ 2,190.00
Landscaping/pkg lot, sprinklers, erosion control, shrubbery, etc. (see sheet)			\$ 4,520.87
13 more railroad ties would be 350.87			\$ 6,710.87

INST # 2024-0029561  
 Filed for Record in Kaufman County  
 On: 9/23/24 at 4:15 PM