

Filed
Tarrant County Clerk

4:30 pm, Sep 22 2025

Mary Louise Nicholson

County Clerk

by ngorena

CITY OF PELICAN BAY

ADOPTED BUDGET

FOR

FISCAL YEAR OCTOBER 1, 2023, TO SEPTEMBER 30, 2024

AS SUBMITTED BY:

TAMRA OLAGUE

MAYOR

On September 26, 2023

THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$112,317.00 WHICH IS A 13.57% INCREASE FROM LAST YEAR'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR IS \$76,017.

The members of the governing body voted on the budget as follows:

For: David Dryden, Tracy Melton, Matt Gassen, Kathy Bender

Against: None

Absent: Sara Gashi

PELICAN BAY CITY COUNCIL

TAMRA OLAGUE

MAYOR

DAVIS DRYDEN

MAYOR PRO TEM

SARA GASHI

COUNCIL MEMBER

TRACY MELTON

COUNCIL MEMBER

MATT GASSEN

COUNCIL MEMBER

KATHY BENDER

COUNCIL MEMBER

CITY OFFICIALS

BRAD ANDERSON

POLICE CHIEF

CYNTHIA DANIELS

CITY SECRETARY

MIKE LOWERY

PUBLIC WORKS DIRECTOR

City of Pelican Bay General Fund
Profit & Loss Budget Performance
October 1, 2022 through September 25, 2023

| | ACTUAL TO DATE 2022-2023 | APPROVED 2022-2023 | PROPOSED 2022-2023 |
|--|-----------------------------|-----------------------|-----------------------|
| | <u>Oct 22 - Sep 23</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
| Ordinary Income/Expense | | | |
| Income | | | |
| Unrestricted Income | | | |
| 4030 · Diamond Communications | 0.00 | 8,000.00 | 24,000.00 |
| 4110 · Sale of Fire Dept Vehicles | 60,000.00 | 60,000.00 | 0.00 |
| 4105 · Sale of City-Owned Property | 0.00 | 113,000.00 | 113,000.00 |
| 4088 · Gas Royalties | 12,783.18 | 14,000.00 | 10,000.00 |
| 4011 · Property Tax | 852,254.96 | 828,000.00 | 940,200.00 |
| 4020 · Coca-Cola | 121.22 | 0.00 | 0.00 |
| 4021 · Verizon/Frontier Franchise Tax | 125.02 | 200.00 | 200.00 |
| 4024 · Tri-County Electric | 81,331.78 | 85,000.00 | 80,000.00 |
| 4026 · Skybeam | 7,200.00 | 7,200.00 | 7,200.00 |
| 4029 · NextLink Tower Rental | 4,800.00 | 4,800.00 | 4,800.00 |
| 4031 · Sales Tax | 79,013.88 | 72,000.00 | 72,000.00 |
| 4041 · Permits | 76,263.00 | 75,000.00 | 35,000.00 |
| 4055 · CO Inspections | 1,500.00 | 1,500.00 | 1,500.00 |
| 4071 · Donations | 20.00 | 0.00 | 0.00 |
| 4083 · Animal Registration | 3,562.50 | 2,500.00 | 3,500.00 |
| 4084 · Animal Impounds | 310.00 | 500.00 | 500.00 |
| 4091 · Fines/Warrants | 3,733.58 | 5,000.00 | 5,000.00 |
| 4101 · Boat Launch | 4,667.75 | 3,000.00 | 7,500.00 |
| 4102 · Boat Stalls | 3,587.50 | 3,500.00 | 3,500.00 |
| 4201 · Interest | 209.44 | 0.00 | 0.00 |
| 4250 · Over/Short | 0.00 | 0.00 | 0.00 |
| 4301 · Miscellaneous | 2,927.42 | 5,200.00 | 1,000.00 |
| *Uncategorized Income | | | |
| Total Unrestricted Income | <u>1,194,411.23</u> | <u>1,288,400.00</u> | <u>1,308,900.00</u> |
| Restricted Income | | | |
| 4050 · Prior Year Reserves | | | |
| 40504 · Prior Year Fund Balance | | | 57,009.20 |
| 40505 · General Fund Reserve Account | | | 19,000.00 |
| Total Restricted Income - Gen Govt | | | <u>76,009.20</u> |
| Restricted Income - Police Dept | | | |
| 4602 · Police Training Funds | 817.47 | 1,000.00 | 800.00 |
| 4603 · Property Auction | 11,075.00 | 2,500.00 | 0.00 |
| Total Restricted Income - Police Dept | <u>11,892.47</u> | <u>3,500.00</u> | <u>800.00</u> |
| Restricted Income - Fire Dept | | | |
| 4072 · Utility Billed Donations | 1,762.50 | 3,300.00 | 3,000.00 |
| Total Restricted Income - Fire Dept | <u>1,762.50</u> | <u>3,300.00</u> | <u>3,000.00</u> |
| Restricted Income - Animal Cont | | | |
| 4081 · Animal Control Donations | 1,762.50 | 3,300.00 | 3,000.00 |
| Total Restricted Income - Animal Cont | <u>1,762.50</u> | <u>3,300.00</u> | <u>3,000.00</u> |
| Restricted Income - Courts | | | |
| 4097 · Time Payment Reimb Fee | 15.00 | 400.00 | 200.00 |
| 4096 · Municipal Jury Fund | 1.65 | 25.00 | 25.00 |
| 4095 · Loc. Truancy & Prevention Diver | 82.35 | 500.00 | 200.00 |
| 4092 · Court Technology Fees | 93.87 | 500.00 | 200.00 |
| 4093 · Building Security Fees | 101.70 | 500.00 | 200.00 |
| Total Restricted Income - Courts | <u>294.57</u> | <u>1,925.00</u> | <u>825.00</u> |
| Total Restricted Income | <u>15,712.04</u> | <u>12,025.00</u> | <u>83,634.20</u> |
| Total Income | <u>1,210,123.27</u> | <u>1,300,425.00</u> | <u>1,392,534.20</u> |
| Gross Profit | <u>1,210,123.27</u> | <u>1,300,425.00</u> | <u>1,392,534.20</u> |

| | <u>Oct 22 - Sep 23</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
|--|------------------------|-------------------|----------------------|
| Expense | | | |
| 69800 · Uncategorized Expenses | | | |
| 5000 · GENERAL GOVERNMENT | | | |
| 5423 · Website Development/Maintenance | 3,454.91 | 7,000.00 | 1,500.00 |
| 5673 · Life & AD&D Insurance | 34.50 | 50.00 | 55.00 |
| 5674 · Health Insurance | 9,605.70 | 9,700.00 | 17,500.00 |
| 5675 · TMRS Retirement Expense | 2,293.62 | 2,200.00 | 6,615.70 |
| 5063 · Credit Card Processing Fees | 1,731.23 | 0.00 | 0.00 |
| 5062 · Bank Charge | 370.75 | 700.00 | 500.00 |
| 5065 · Dues & Subscriptions | 7,461.09 | 7,250.00 | 11,200.00 |
| 5281 · Insurance | 23,837.01 | 24,000.00 | 25,000.00 |
| 5301 · Legal & Professional | | | |
| 5371 · Attorney Fees | 16,615.44 | 18,000.00 | 19,500.00 |
| 5381 · Accounting Fees & Audit | 0.00 | 5,000.00 | 29,000.00 |
| Total 5301 · Legal & Professional | 16,615.44 | 23,000.00 | 48,500.00 |
| 5391 · Legal Notices | 3,368.40 | 750.00 | 2,000.00 |
| 5401 · Elections | 3,399.80 | 3,400.00 | 5,000.00 |
| 5421 · Office Supplies | 1,206.20 | 1,500.00 | 1,800.00 |
| 5422 · Computer & Software | 650.09 | 1,500.00 | 6,875.00 |
| 5481 · Postage | 258.59 | 400.00 | 400.00 |
| 5501 · Salaries & Wages | | | |
| 5503 · Office Regular Wages | 62,307.63 | 60,000.00 | 0.00 |
| 5507 · City Secretary Wages | | | 60,000.00 |
| 5509 · Certification Pay | | | 5,000.00 |
| 5508 · Office/Utility Manager | | | 23,920.00 |
| Total 5501 · Salaries & Wages | 62,307.63 | 60,000.00 | 88,920.00 |
| 5510 · Administrative Fees | 5,200.00 | 5,200.00 | 19,200.00 |
| 5671 · Social Security & Medicare | 5,932.35 | 5,900.00 | 7,000.00 |
| 5681 · State Unemployment Taxes | 17.31 | 100.00 | 100.00 |
| 5530 · Copier Lease | 985.09 | 1,000.00 | 1,000.00 |
| 5535 · New Telephone System | 6,579.56 | 7,000.00 | 0.00 |
| 5561 · Building & Office Maintenance | 19,464.59 | 20,000.00 | 3,000.00 |
| 5761 · Tax Collection Fees | 5,724.94 | 5,500.00 | 6,000.00 |
| 5771 · Administration Telephones | 3,326.67 | 4,000.00 | 2,400.00 |
| 5831 · Utilities | 8,376.11 | 10,000.00 | 10,000.00 |
| 5980 · Inspection Fees | 69,328.00 | 75,000.00 | 20,000.00 |
| 5511 · Employee Relations | | | 1,500.00 |
| 5989 Community Events | | | 1,200.00 |
| 5891 · Training/Seminars | 4,684.00 | 4,000.00 | 5,000.00 |
| 5892 · Travel | 3,657.53 | 5,000.00 | 5,000.00 |
| 5971 · Miscellaneous Expenses | 10,281.14 | 6,500.00 | 2,000.00 |
| 5990 · Parks & Signage | 22,411.40 | 25,000.00 | 11,000.00 |
| 5991 · Street Improvements | 71,748.90 | 100,000.00 | 80,000.00 |
| Total 5000 · GENERAL GOVERNMENT | 374,312.55 | 415,650.00 | 390,265.70 |
| 6000 · POLICE DEPARTMENT | | | |
| 6062 · Radios Lease Payment | 27,447.97 | 9,000.00 | 0.00 |
| 6440 · Body Cam Video Maint/Storage | 5,631.12 | 5,640.00 | 5,640.00 |
| 6688 · Health Insurance | 31,619.65 | 33,000.00 | 63,300.00 |
| 6689 · Life & AD&D Insurance | 127.89 | 140.00 | 215.00 |
| 6687 · TMRS Retirement Expense | 10,374.50 | 12,000.00 | 29,443.50 |
| 6058 · Radios | 4,992.00 | 5,500.00 | 2,500.00 |
| 6060 · Community Outreach | 0.00 | 500.00 | 1,000.00 |
| 6756 · Copier Lease | 985.09 | 1,000.00 | 1,000.00 |
| 6056 · Dispatch | 47,000.00 | 52,000.00 | 60,000.00 |
| 6076 · Automobile Expense | | | |
| 6096 · Auto Gas & Oil | 5,697.85 | 13,500.00 | 13,500.00 |
| 6106 · Auto Repairs & Maintenance | 7,994.50 | 12,000.00 | 12,000.00 |
| 6116 · Auto Payments | 16,000.00 | | |
| 6076 · Automobile Expense - Other | 3,100.00 | | |
| Total 6076 · Automobile Expense | 32,792.35 | 25,500.00 | 25,500.00 |

| | <u>Oct 22 - Sep 23</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
|---|------------------------|---------------------|----------------------|
| 6416 · Investigative Expenses | 1,083.38 | 2,000.00 | 2,000.00 |
| 6430 · P.D. Wrecker Service | 0.00 | 1,000.00 | 500.00 |
| 6436 · Computer Technology | 1,495.11 | 1,500.00 | 1,000.00 |
| 6486 · Postage | 218.84 | 400.00 | 400.00 |
| 6566 · P.D. Building Repairs & Maint. | 21,888.13 | 21,000.00 | 7,500.00 |
| 6636 · P. D. Office Supplies | 872.91 | 1,200.00 | 1,200.00 |
| 6776 · P.D. Telephone - Office | 2,449.15 | 2,700.00 | 1,725.00 |
| 6065 · Dues & Subscriptions | 2,871.93 | 5,000.00 | 15,000.00 |
| 6806 · Salaries & Wages | | | |
| 6856 · Salary - Chief | 87,692.22 | 77,250.00 | 100,000.00 |
| 6860 · P. D. Salary | 151,851.01 | | 302,500.00 |
| 6876 · P. D. Regular Hourly - Officers | 20,547.50 | 190,000.00 | 0.00 |
| 6886 · P. D. Overtime - Officers | 6,750.12 | 0.00 | 2,500.00 |
| Total 6806 · Salaries & Wages | 266,840.85 | 267,250.00 | 405,000.00 |
| 6836 · P.D. Building Utilities | 2,919.69 | 2,500.00 | 3,000.00 |
| 6927 · Equipment Repair & Maintenance | 0.00 | 0.00 | 1,000.00 |
| 6928 · Uniforms & Equipment | 5,061.98 | 6,000.00 | 6,000.00 |
| 6930 · Code Enforcement/Animal Control | | | |
| 6929 · Wages-Code Enforcement | 18,729.00 | 25,000.00 | 33,670.00 |
| 6932 · Wages-Animal Control | 28,846.25 | 30,000.00 | 31,000.00 |
| 6930 · Code Enforcement/Animal Control - O | 38,262.74 | 40,000.00 | 30,650.00 |
| Total 6930 · Code Enforcement/Animal Control | 85,837.99 | 95,000.00 | 95,320.00 |
| 6933 · Social Security & Medicare | 21,610.42 | 21,375.00 | 30,500.00 |
| 6934 · State Unemployment Taxes | 72.85 | 500.00 | 500.00 |
| 6935 · Miscellaneous | 338.85 | 1,000.00 | 1,000.00 |
| 6956 · Training Expense | 1,555.15 | 5,000.00 | 4,200.00 |
| Total 6000 · POLICE DEPARTMENT | 576,087.80 | 577,705.00 | 764,443.50 |
| 7000 · FIRE DEPARTMENT | | | |
| 7050 · Briar VFD | 120,000.00 | 120,000.00 | 190,000.00 |
| 7056 · Dispatch - F. D. | 8,747.00 | 8,800.00 | 8,800.00 |
| 7837 · F.D. Utilities | 570.78 | 600.00 | 200.00 |
| Total 7000 · FIRE DEPARTMENT | 129,317.78 | 129,400.00 | 199,000.00 |
| 9000 · COURT | | | |
| 9399 · Legal Fees/Books | 0.00 | 200.00 | 200.00 |
| 9411 · Office Supplies | 39.87 | 500.00 | 500.00 |
| 9415 · Copier Lease | 1,001.24 | 1,000.00 | 1,000.00 |
| 9420 · AMS Collection Fees | 0.00 | 500.00 | 500.00 |
| 9439 · Computer Technology Fund-001 | 2,604.66 | 4,500.00 | 4,000.00 |
| 9449 · Building Security Fund | 0.00 | 500.00 | 500.00 |
| 9489 · Postage-002 | 0.00 | 300.00 | 300.00 |
| 9799 · Omni Base | 18.00 | 100.00 | 100.00 |
| 9869 · Judge | 3,000.00 | 3,500.00 | 3,500.00 |
| 9889 · Court Prosecuting Attorney | 2,100.00 | 2,500.00 | 2,500.00 |
| 9949 · Training - Court | 0.00 | 500.00 | 500.00 |
| Total 9000 · COURT | 8,763.77 | 14,100.00 | 13,600.00 |
| Total Expense | 1,088,481.90 | 1,136,855.00 | 1,367,309.20 |
| Net Ordinary Income | 121,641.37 | 163,570.00 | 25,225.00 |
| Net Income | 121,641.37 | 163,570.00 | 25,225.00 |

City of Pelican Bay Utilities
Profit & Loss Budget Performance
October 1, 2022 through September 25, 2023

| | ACTUAL TO DATE | APPROVED | PROPOSED |
|---|------------------------|---------------------|----------------------|
| | 2022-2023 | 2022-2023 | 2023-2024 |
| | Oct 22 - Sep 23 | Budget | Annual Budget |
| Ordinary Income/Expense | | | |
| Income | | | |
| 4000 · Utilities Reserve Account | 0.00 | 0.00 | 19,000.00 |
| 4010 · Water Sales & Related Fees | 504,879.84 | 525,000.00 | 561,000.00 |
| 4020 · Late Charges | 28,366.47 | 27,000.00 | 31,600.00 |
| 4030 · Connect and Disconnect Fees | 31,993.96 | 30,000.00 | 38,000.00 |
| 4110 · Sewer Sales | 465,416.13 | 490,000.00 | 530,000.00 |
| | | | |
| 4209 · Net Sanitation Revenues | | | |
| 4210 · Sanitary Trash Collected | 182,938.59 | 195,000.00 | 210,500.00 |
| 4041 · State and County Taxes | 13,289.94 | 15,000.00 | 15,500.00 |
| 5062 · Trash Collection Fees | -211,981.59 | -170,000.00 | (203,000.00) |
| 6701 · Sales Taxes | -13,580.85 | -14,500.00 | (15,400.00) |
| Total 4209 · Net Sanitation Revenues | -29,333.91 | 25,500.00 | 7,600.00 |
| | | | |
| 4060 · Water Tap Fees | 6,000.00 | 7,000.00 | 4,000.00 |
| 4120 · Sewer Tap Fees | 11,000.00 | 10,000.00 | 6,000.00 |
| 4130 · Meter Set Fees | 3,600.00 | 3,000.00 | 1,000.00 |
| 4071 · Fire Department Donations Colle | 2,722.50 | 3,300.00 | 3,000.00 |
| 4081 · Animal Control Donations Colle | 2,722.50 | 3,300.00 | 3,000.00 |
| 4100 · Mowing Fees | 1,000.00 | 500.00 | 500.00 |
| 4112 · Returned Check Fees | 200.00 | 100.00 | 250.00 |
| 4201 · Checking & Savings Interest | 146.77 | 0.00 | 0.00 |
| 4301 · Miscellaneous Utilities Income | 1,004.82 | 1,000.00 | 1,000.00 |
| 4501 · -OVER/+SHORT | -19.80 | 0.00 | 0.00 |
| Total Income | 1,029,699.28 | 1,125,700.00 | 1,205,950.00 |

| | 2022-2023 | 2022-2023 | 2023-2024 |
|--------------------------------------|-----------------|------------|---------------|
| | Oct 22 - Sep 23 | Budget | Annual Budget |
| Expenses | | | |
| 6415 · Bank Charges | 0.00 | 350.00 | 350.00 |
| 6675 · Life & AD&D Expense | 245.52 | 300.00 | 300.00 |
| 6674 · Health Insurance Expense | 67,438.88 | 73,000.00 | 87,300.00 |
| 6835 · Purchased Water | 0.00 | 2,000.00 | 2,000.00 |
| 6673 · TMRS Retirement Expense | 11,276.31 | 12,000.00 | 25,350.49 |
| 6440 · Dues & Subscriptions | 5,160.01 | 5,000.00 | 26,100.00 |
| 6556 · Building Maintenance | 18,504.64 | 20,000.00 | 8,500.00 |
| 5011 · Water Chemicals | 13,604.94 | 11,500.00 | 14,500.00 |
| 5012 · Laboratory Fees | 4,517.31 | 15,000.00 | 15,000.00 |
| 5061 · Sewer Treatment Expense | 198,908.16 | 185,000.00 | 230,000.00 |
| 5071 · Engineering | 393.02 | 15,000.00 | 15,000.00 |
| 6091 · Auto Expenses-Fuel | 13,152.55 | 15,000.00 | 16,000.00 |
| 6092 · Auto Expenses-Repairs & Maint | 8,271.84 | 8,000.00 | 8,000.00 |
| 6281 · Insurance | 19,017.07 | 22,000.00 | 23,000.00 |
| 6381 · Legal and Accounting Fees | 0.00 | 5,000.00 | 29,000.00 |
| 6400 · Account Collection Fees | 112.27 | 500.00 | 500.00 |
| 6405 · Utility Relief Fund | | | 5,000.00 |
| 6410 · Credit Card Processing Fees | 12,466.74 | 0.00 | 1,900.00 |
| 6420 · Returned Check Charges | 10.00 | 50.00 | 50.00 |
| 6421 · Office Supplies | 2,664.34 | 3,000.00 | 2,000.00 |
| 6422 · Computer Software | 0.00 | 0.00 | 6,700.00 |
| 6425 · Computer Hardware | 0.00 | 1,000.00 | 1,000.00 |
| 6423 · Copier Lease | 662.11 | 1,000.00 | 1,000.00 |
| 6460 · NTGCD | 8,934.34 | 20,000.00 | 10,000.00 |
| 6481 · Postage | 5,978.63 | 4,500.00 | 8,000.00 |
| 6485 · Statement Processing | 0.00 | 0.00 | 3,300.00 |
| 6561 · Equipment Maintenance | 54,655.91 | 49,000.00 | 50,000.00 |
| 6631 · Supplies and Parts | 31,658.98 | 42,000.00 | 40,000.00 |
| 6670 · Employee Relations | | | 2,100.00 |
| 6671 · Social Security and Medicare | 23,069.60 | 23,000.00 | 26,000.00 |
| 6672 · Unemployment Taxes | 72.18 | 1,000.00 | 1,000.00 |
| 6772 · Cell Phones | 1,598.69 | 1,500.00 | 2,000.00 |
| 6832 · Utilities | 78,539.53 | 87,500.00 | 86,000.00 |

| | 2022-2023 | 2022-2023 | 2023-2024 |
|--|---------------------|---------------------|---------------------|
| | Oct 22 - Sep 23 | Budget | Annual Budget |
| 6860 · Salaries & Wages | | | |
| 6862 · Operator Salary | 91,020.10 | 82,000.00 | 90,000.00 |
| 6869 · Office/Utility Mgr 1/2 | 48,978.19 | 46,850.00 | 23,920.00 |
| 6864 · Secretary Hourly | 26,906.60 | 29,120.00 | 30,160.00 |
| 6865 · Secretary Overtime | 0.00 | 0.00 | 0.00 |
| 6866 · Utilities Maintenance Wages | 139,947.00 | 170,140.00 | 197,040.00 |
| 6867 · Maintenance Workers Overtime | 0.00 | 500.00 | 500.00 |
| Total 6860 · Salaries & Wages | 306,851.89 | 328,610.00 | 341,620.00 |
| | | | |
| 6921 · Education & Books | 1,997.50 | 3,200.00 | 3,200.00 |
| 6925 · Stormwater Management | 1,660.10 | 2,500.00 | 2,500.00 |
| 6930 · Uniforms | 4,149.05 | 5,000.00 | 5,000.00 |
| 6971 · Miscellaneous | 903.24 | 1,000.00 | 1,000.00 |
| 6568 · Equipment Purchase | 60,106.17 | 82,500.00 | 25,000.00 |
| 8021 · Bond Interest | 19,256.25 | 37,768.75 | 36,237.50 |
| 8023 · Bond Payment | 33,000.00 | 33,000.00 | 35,000.00 |
| 8024 · Bond Expenses | 1,643.00 | 1,700.00 | 1,700.00 |
| 9071 · Fire Department Donations Paid | 1,762.50 | 3,300.00 | 3,000.00 |
| 9081 · Animal Control Donations Paid | 1,762.50 | 3,300.00 | 3,000.00 |
| | | | |
| Total Expense | 1,014,005.77 | 1,125,078.75 | 1,204,207.99 |
| Net Ordinary Income | 15,693.51 | 621.25 | 1,742.01 |