



STAFF REPORT

MEETING DATE: September 19, 2023

TITLE:

Consider action to approve the second reading of Ordinance No. 2023-33 of the City Council of the City of Bastrop, Texas adopting a budget for the Fiscal Year 2023-2024 (October 1, 2023 through September 30, 2024) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; updating the Master Fee Schedule; providing a distribution; severability; repealer; an effective date; and proper notice of meeting.

AGENDA ITEM SUBMITTED BY:

Submitted by: Sylvia Carrillo, City Manager, and Laura Allen, Senior Accountant

BACKGROUND/HISTORY:

The City Council held a budget planning sessions on April 19th and May 12, 2023, to discuss Council priorities going into FY2024 budget preparation. At this planning session, the City Manager was seeking feedback from City Council on prioritizing these items. This feedback was used to prepare the Proposed FY2024 Budget.

The City Manager presented the Proposed Budget for FY2024 on July 25, 2023. The City Council held Budget Workshops on August 15 and 16, 2023, to go over the budget in more detail and ask any questions of the City Manager and Chief Financial Officer.

Council reached consensus on changes to the proposed budget during the August 17 workshop:

- Community Support funding – Changes were made to funding levels for several organizations. These changes increased the proposed budget by \$8,000.
- Set aside \$25,000 to fund 1099 help as needed.
- Police total hours error increasing the patrol budget by \$73,000.

On September 12th Council agreed to amend the Visit Bastrop agreement, creating a 4th amendment to the contract, as well as a 15% increase in Community Asset funding. Visit Bastrop’s revised FY 2024 payment, calculated at 35% of projected revenue, is \$1,29,700 which included \$75,000 for special event funding.

COMMUNITY ASSET	\$ change	FY 23-24 Proposed Funding
Bastrop County Historical Society Visitor Center	\$24,448	\$187,434
Bastrop County Historical Society Museum	\$13,262	\$101,673
Bastrop Opera House	\$22,173	\$169,991
Lost Pines Art Center	\$19,449	\$149,109

In addition, a revision to the Master Fee Schedule includes a penalty of \$500 for contempt in failing or refusing to obey City Council’s subpoena or to produce any such books, papers, or other evidence pursuant to a council investigation under Bastrop Charter 3.11.

All changes and recommendations have been incorporated into this final version.

Detail changes to the All-Funds Summary since the proposed budget are as follows:

REVENUE	\$ change	Notes
Total Revenue as of 7/25/2023	\$74,426,322	
General Debt Service Ad Valorem Taxes	\$64,568	Final certified role calculation
Total Changes	\$64,568	
Total Revenue 9/12/2023 FINAL	\$74,490,890	

EXPENDITURES	\$ change	Notes
Total Expenditures as of 7/25/2023	\$121,812,103	
Community Support Funding	\$8,000	Per August 16 Council Mtg
1099 Professional Services	\$25,000	Per August 16 workshop
Police Patrol hourly adjustment for Holidays	\$71,090	Added after review
Total Changes	\$106,000	
Total Expenditures 9/12/2023 FINAL	\$121,916,193	

Section 6.05 of the City Charter states: “After public hearing, the Council shall analyze the budget, making any additions or deletions considered appropriate, and shall, at least three (3) days prior to the beginning of the fiscal year, adopt the budget by a favorable vote.”

Since the Charter requires two readings for an Ordinance to be effective, the second reading of this Ordinance adopting the budget for FY 2023-2024 will be on September 19, 2023, at the regular scheduled Council meeting.

FISCAL IMPACT:

All funds

RECOMMENDATION:

City staff recommends approval of the second reading of Ordinance No. 2023-33 of the City Council of the City of Bastrop, Texas adopting a budget for the Fiscal Year 2023-2024 (October 1, 2023 through September 30, 2024) attached as Exhibit A; making certain appropriations; and providing that expenditures for said Fiscal Year be made in accordance with said budget; updating the Master Fee Schedule; providing a distribution; severability; repealer; an effective date; and proper notice of meeting.

ATTACHMENTS:

- Ordinance No. 2023-33
- Exhibit A – Annual Budget for FY2023-2024

