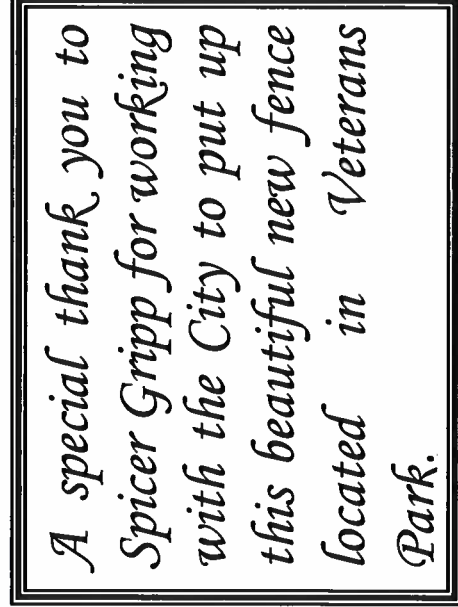
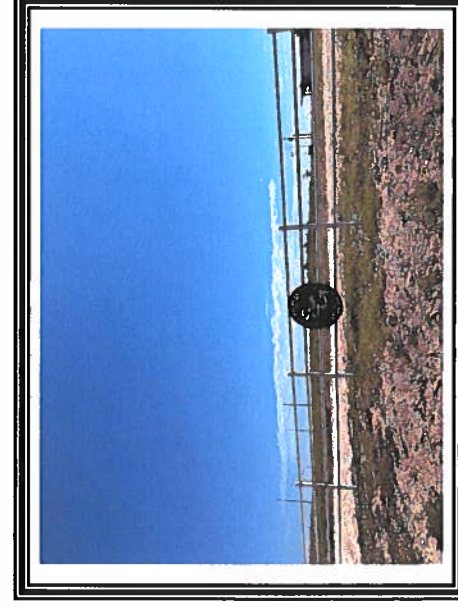
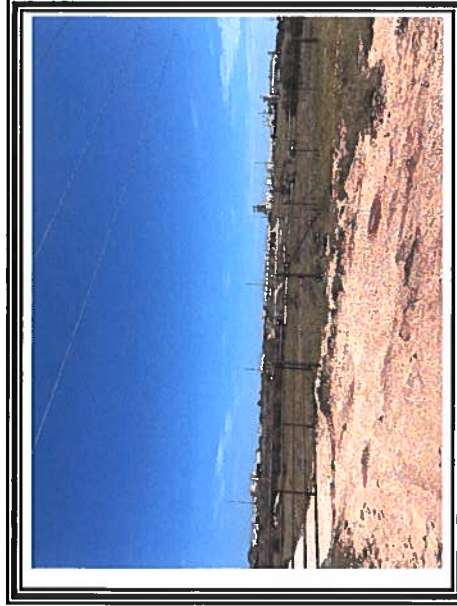
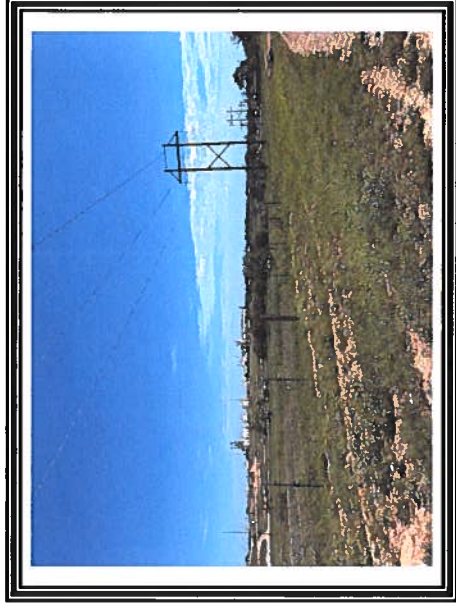
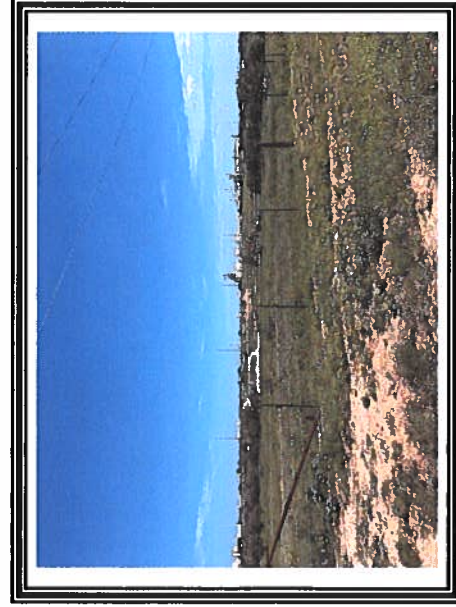
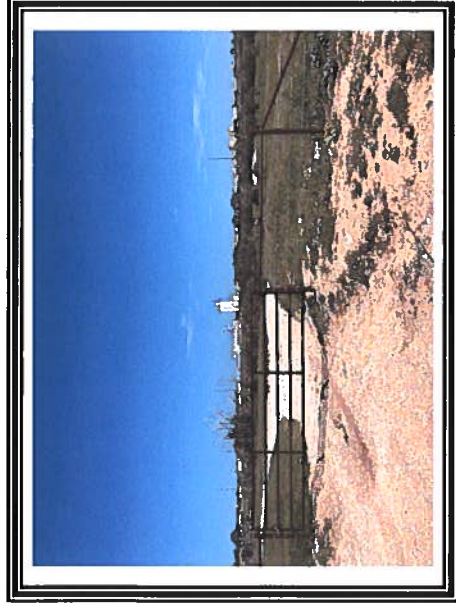




# *City of Hereford*

*Municipal Budget*

*Fiscal Year October 1, 2022 - September 30, 2023*



*A special thank you to  
Spicer Gripp for working  
with the City to put up  
this beautiful new fence  
located in Veterans  
Park.*



*Cathy Bunch, Mayor  
Serving the City since 2009*



*Clint Savoini, Mayor Pro Tem  
Serving the City since 2019*



*Reyna Ruiz, Place One  
Serving the City since 2021*



*Angie Alonzo, Place Two  
Serving the City since 1998*



*Mark Collier, Place Four  
Serving the City since 2020*



*James Stow, Place Five  
Serving the City since 2021*



*Rocky Bhakta, Place Six  
Serving the City since 2017*

**CITY OF HEREFORD, TEXAS**

**GENERAL BUDGET**

**October 1, 2022 - September 30, 2023**

**CATHY BUNCH, MAYOR**

**COMMISSIONERS**

**REYNA RUIZ**

**ANGIE ALONZO**

**CLINT SAVOINI**

**MARK COLLIER**

**JAMES STOW**

**ROCKY BHAKTA**

**STEVE BARTELS, CITY MANAGER**

**SUZANNE FINCH, CITY SECRETARY**

**DEAN TURNEY, ASSISTANT CITY MANAGER**

## **TABLE OF CONTENTS**

### **Budget Ordinance**

#### **Taxes:**

Tax Levies, Collections & Analysis	1
Bonded Indebtedness & Tax Bonds	2

<b>Revenue &amp; Expense Summary - All Funds</b>	<b>3</b>
--	----------

#### **General Fund Departmental Detail**

Administration	8
Building & Zoning	11
Food Safety	14
Municipal Court	17
Fire	20
Health	23
Park	26
Aquatic Center	29
Golf Course	32
Police	35
Animal Control	38
Street	41
Airport	44
Non-Departmental	47

#### **Water & Sewer Fund Departmental Detail**

Finance	49
Utility Maintenance	52
Water Production	55
Wastewater Treatment	58
Non-Departmental	61

#### **H.E.D.C. Fund Detail**

H.E.D.C.	63
----------	----

<b>Personnel Schedule</b>	<b>67</b>
---------------------------	-----------

**ORDINANCE NO. 09.19.22**

**AN ORDINANCE OF THE CITY OF HEREFORD, TEXAS APPROVING THE BUDGET AND MAKING APPROPRIATION FOR SUPPORT OF THE CITY GOVERNMENT AND APPROVING THE BUDGET FOR THE HEREFORD ECONOMIC DEVELOPMENT CORPORATION FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023**

**WHEREAS**, the City Manager has prepared and submitted to the City Commission, a budget estimate of the expenditures and revenues of all City Departments, divisions, and offices for the fiscal year beginning October 1, 2022, and ending September 30, 2023, which has been considered and reviewed by the City Commission and should be approved; and

**WHEREAS**, after due publication of notice as provided by the City Charter and by law, a public hearing regarding the budget was held on September 19th, 2022.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HEREFORD, TEXAS:**

1. That the budget prepared and submitted by the City Manager to the City Commission for the fiscal year beginning October 1, 2022 and ending September 30, 2023 is approved.
2. That the sum of **\$12,794,970.00** is hereby appropriated out of the General Fund for payment of operating expenses and capital expenditures of the City of Hereford, Texas, as set forth in detail in the budget.
3. That the sum of **\$7,918,033.00** is hereby appropriated out of the Water and Sewer Fund for payment of operating expenses, capital expenditures and debt service for the Water and Sewer Fund of the City of Hereford, Texas, as set forth in detail in the budget.
4. That the sum of **\$1,112,500.00** is hereby appropriated out of the Account of Hereford Economic Development Corporation for payment of operating expenses and capital expenditures of Hereford Economic Development Corporation, as set forth in detail in the budget.

The above and foregoing Ordinance was duly introduced on the motion of Commissioner Clint Savoini, seconded by Commissioner Angie Alonzo and by a vote of Mayor Cathy Bunch - aye; Commissioner Rocky Bhakta - aye; and  
Commissioner James Stow - aye; Commissioner Clint Savoini - aye;  
Commissioner Angie Alonzo - aye  
the Commission duly adopted and ordered filed this the 28<sup>th</sup> day of September, 2022.

**ORDINANCE NO. 09.19.22A**

**AN ORDINANCE OF THE CITY OF HEREFORD, TEXAS SETTING THE  
TAX RATE FOR THE YEAR**

**WHEREAS**, on September 28th, 2022, the City Commission voted to adopt the proposed tax rate of \$0.2878 per one-hundred-dollar valuation for 2022;

**WHEREAS**, THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE;

**WHEREAS**, THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.597 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000.00 HOME BY APPROXIMATELY \$10.00;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE  
CITY OF HEREFORD, TEXAS:**

That there is hereby levied and there shall be collected for the use and support of the municipal government of the City of Hereford, Texas (General Fund) for this fiscal year, upon all property, real and personal and mixed, within the Corporate limits of said City subject to taxation, a tax of \$0.2878 on each one hundred dollar valuation of property herein set forth.

The above and foregoing Ordinance was duly introduced on the motion of Commissioner Rocky Bhakta, seconded by Commissioner Clint Savoini, and by a vote of Mayor Cathy Bunch - aye; Commissioner Angie Alonzo - aye; and Commissioner James Stow - aye; Commissioner Rocky Bhakta - aye; Commissioner Clint Savoini - aye

the Commission duly adopted and ordered filed this the 28th day of September, 2022.

## Tax Levies and Collections

2016			2017		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$1,856,645	100.00	Tax Roll	\$1,928,958	100.00
Collections	\$1,818,359	97.93	Collections	\$1,887,120	97.83
Delinquent	\$22,319	1.20	Delinquent	\$18,138	0.96
2018			2019		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$2,026,114	100.00	Tax Roll	\$2,162,653	100.00
Collections	\$2,001,653	98.17	Collections	\$2,114,146	97.76
Delinquent	\$28,021	1.38	Delinquent	\$17,862	0.83
2020			2021		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$2,234,745	100.00	Tax Roll	\$2,329,189	100.00
Collections	\$2,199,399	98.41	Collections	\$2,305,371	98.97
Delinquent	\$32,232	1.44	Delinquent	\$42,213	1.81

## Property Valuation Analysis

Year	Total Taxable Property	Total Real Property	Total Personal Property
2008	470,784,031	382,320,431	88,463,600
2009	488,190,882	388,399,382	99,791,500
2010	492,707,876	398,615,210	94,092,666
2011	513,310,637	410,966,337	102,344,300
2012	514,114,803	408,714,403	105,400,400
2013	533,178,474	427,077,174	106,101,300
2014	538,725,936	434,166,436	104,559,500
2015	545,520,737	441,637,837	103,882,900
2016	562,619,745	456,144,645	106,475,100
2017	584,532,699	475,002,799	109,529,900
2018	613,973,750	486,848,850	127,124,900
2019	655,348,903	526,458,543	128,890,360
2020	698,357,715	560,225,845	138,131,870
2021	751,351,515	614,487,895	136,863,620
2022	854,148,316	691,301,856	162,846,460

## Tax Rate Analysis

<u>Fiscal Year 2021-2022</u>		<u>Fiscal Year 2022-2023</u>	
Tax Rate \$.310000 per \$100.00 Valuation		Tax Rate \$.287800 per \$100.00 Valuation	
I & S Fund	\$0.000000	I & S Fund	\$0.000000
General Fund	\$0.310000	General Fund	\$0.287800
Total Assessed Valuation 2022		\$854,148,316	
Total Tax Roll @ \$.287800 Rate		\$2,458,238	
<b>Tax Levies and Collections</b>		<b>\$2,335,326</b>	

## Bonded Indebtedness

### Revenue Bonds

As of October 1, 2022

	<u>Amount Authorized</u>	<u>Amount Issued</u>	<u>Amount Outstanding</u>
Water & Sewer System C. O. Bonds, Series 2020	\$3,630,000	\$3,630,000	\$3,065,000
Water & Sewer System Refunding Bonds, Series 2020	\$2,400,000	\$2,400,000	\$1,795,000

***Total Outstanding Debt: \$4,860,000***

### General Obligation Bonds

The City of Hereford has no General Obligation Tax Debt authorized or outstanding.

### Tax Bonds

The City of Hereford has no tax bonds outstanding.

# ANNUAL BUDGET

## Revenue and Expense Summary General Fund

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
<b>General Fund Revenue</b>				
101101	Property Taxes - Current	\$2,330,000	\$2,342,108	\$2,460,000
101106	Garbage Billing	2,231,250	\$2,169,542	2,200,000
101107	Municipal Court Receipts	225,000	\$131,289	200,000
101108	Municipal Court Tech Fund Revenue	8,000	\$5,071	7,000
101109	Court Costs & Sales Tax Discounts	5,000	\$0	5,000
101110	Franchise Fees	1,100,000	\$1,128,293	1,260,000
101111	Building & Zoning Fees	125,000	\$147,223	130,000
101112	Building & Zoning Inspections	3,000	\$913	3,000
101113	Airport Hangar & Tie-down Revenue	36,000	\$26,833	36,000
101114	Airport Taxable Revenue	200	\$0	200
101115	Juvenile Officer - D.S.C. & H.I.S.D.	12,000	\$3,602	12,000
101116	Interest Earned	5,000	\$19,989	5,000
101117	Airport Fuel Sales Revenue	210,000	\$337,200	300,000
101118	Golf Course - Non-Taxable Revenue	175,000	\$175,753	175,000
101119	Licenses	5,000	\$5,103	5,000
101120	Miscellaneous Revenue	10,000	\$34,037	10,000
101121	Landfill Revenue	120,000	\$283,558	220,000
101122	H.A.C. - Non-Taxable Revenue	55,000	\$47,946	55,000
101123	Fire Agreement - D. S. County	260,000	\$293,481	260,000
101124	Mosquito Spraying	20,000	\$5,603	20,000
101125	Community Center Revenue & Donations	20,000	\$18,430	20,000
101126	Golf Course - Taxable Revenue	100,000	\$89,209	100,000
101127	City Sales & Mixed Drink Tax	1,900,000	\$2,235,142	2,175,000
101128	Motel Occupancy Tax	235,000	\$278,463	260,000
101131	H.A.C. Taxable Revenue	250	\$1,127	250
101132	Municipal Court Security Fund Revenue	6,500	\$6,074	6,500
101140	L.E.O.S.E.Training Revenue	3,000	\$0	3,000
101141	Truancy P & D Fund	3,000	\$6,007	3,000
101142	Municipal Jury Fund	250	\$120	250
101180	Operating Transfers In	2,414,580	\$250,000	2,863,770
101192	Golf Course Donation	0	\$1,000	0
101193	Insurance Proceeds	0	\$467,203	0
101199	CRF Proceeds	0	\$1,815,143	0
<b>General Fund Revenue Total:</b>		<b><u>\$11,618,030</u></b>	<b><u>\$12,325,463</u></b>	<b><u>\$12,794,970</u></b>

## ***ANNUAL BUDGET***

### **Revenue and Expense Summary General Fund Continued**

<b>Account Number</b>	<b>Classification</b>	<b>Budgeted 2021-2022</b>	<b>Actual 2021-2022</b>	<b>Proposed 2022-2023</b>
---------------------------	-----------------------	-------------------------------	-----------------------------	-------------------------------

#### ***General Fund Expenditures***

01-110	Administration	\$424,120	417,165	\$520,370
01-112	Building & Zoning	281,550	292,841	297,200
01-115	Food Safety	84,925	84,016	87,500
01-150	Municipal Court	193,350	189,895	200,950
01-210	Fire Department	434,600	379,402	352,775
01-310	Health Department	1,619,620	1,647,718	1,645,875
01-410	Parks Department	927,500	899,908	857,850
01-411	Hereford Aquatic Center	450,100	517,123	530,675
01-412	Golf Course	745,315	992,368	941,100
01-510	Police Department	3,686,700	3,681,032	4,035,200
01-512	Animal Control	160,600	117,465	160,125
01-610	Street Department	2,071,400	2,212,835	2,310,350
01-710	Municipal Airport	425,750	596,369	700,000
01-910	Non-Departmental	<u>112,500</u>	<u>141,757</u>	<u>155,000</u>

***General Fund Expenditure Total:    \$11,618,030    \$12,169,895    \$12,794,970***

# ANNUAL BUDGET

## Revenue and Expense Summary Water & Sewer Fund

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

### ***Water & Sewer Fund Revenue***

101201	Water Billing	\$5,800,000	\$7,173,143	\$6,400,000
101202	Sewer Billing	1,838,000	1,642,676	1,700,000
101203	Service Taps	60,000	53,203	60,000
101205	Penalties on Water Billing	150,000	166,872	165,000
101214	Lease Revenue-Water Tower Space	0	14,692	12,000
101215	Lease Revenue-City Farm	62,500	62,500	62,500
101216	Interest Earned	25,000	3,243	32,000
101220	Miscellaneous Revenue	<u>2,500</u>	<u>9,060</u>	<u>2,500</u>

***Water & Sewer Fund Revenue Total:***      **\$7,938,000**      **\$9,125,388**      **\$8,434,000**

### ***Water & Sewer Fund Expenditures***

02-110	Finance Office	\$552,000	\$522,235	\$636,900
02-210	Utility Maintenance	1,616,725	1,639,228	1,580,750
02-310	Water Production	1,226,750	1,736,537	1,557,300
02-410	Wastewater Treatment	378,150	393,223	419,100
02-910	Non-Departmental	<u>3,276,543</u>	<u>996,531</u>	<u>3,723,983</u>

***Water & Sewer Fund Expenditure Total:***      **\$7,050,168**      **\$5,287,755**      **\$7,918,033**

## ***ANNUAL BUDGET***

### **Revenue and Expense Summary Voluntary Park Fund**

<b>Account Number</b>	<b>Classification</b>	<b>Budgeted 2021-2022</b>	<b>Actual 2021-2022</b>	<b>Proposed 2022-2023</b>
---------------------------	-----------------------	-------------------------------	-----------------------------	-------------------------------

#### ***Voluntary Park Fund Revenues***

101101	Voluntary Park Revenue	<u>\$39,000</u>	<u>\$43,423</u>	<u>\$39,000</u>
--------	------------------------	-----------------	-----------------	-----------------

	<b><i>Voluntary Park Fund Revenue Total:</i></b>	<b><u>\$39,000</u></b>	<b><u>\$43,423</u></b>	<b><u>\$39,000</u></b>
--	--	------------------------	------------------------	------------------------

#### ***Voluntary Park Fund Expenditures***

211090	Voluntary Park Capital Improvements	<u>\$39,000</u>	<u>\$94,879</u>	<u>\$39,000</u>
--------	-------------------------------------	-----------------	-----------------	-----------------

	<b><i>Voluntary Park Fund Expenditure Total:</i></b>	<b><u>\$39,000</u></b>	<b><u>\$94,879</u></b>	<b><u>\$39,000</u></b>
--	--	------------------------	------------------------	------------------------

# ***ANNUAL BUDGET***

## **Revenue and Expense Summary All Funds**

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

### ***Revenues***

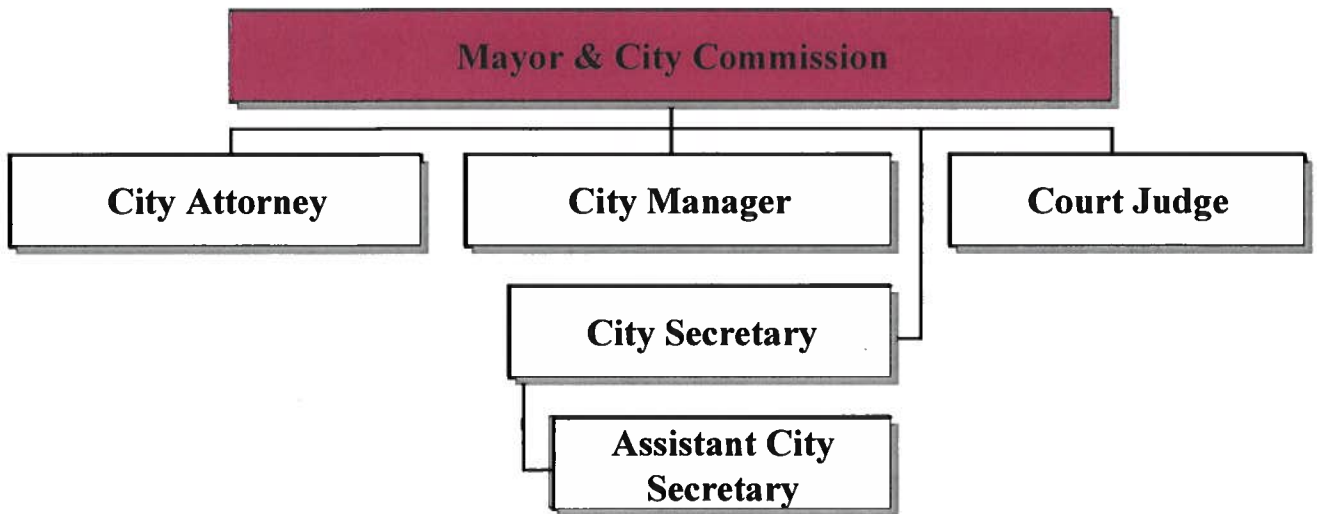
01	General Fund	\$11,618,030	\$12,325,463	\$12,794,970
02	Water & Sewer Fund	7,938,000	9,125,388	8,434,000
04	Voluntary Park Fund	<u>39,000</u>	<u>43,423</u>	<u>39,000</u>

***Revenue Total:***    **\$19,595,030**    **\$21,494,272**    **\$21,267,970**

### ***Expenditures***

01	General Fund	\$11,618,030	\$12,169,895	\$12,794,970
02	Water & Sewer Fund	7,050,168	5,287,755	7,918,033
04	Voluntary Park Fund	<u>39,000</u>	<u>94,879</u>	<u>39,000</u>

***Expenditure Total:***    **\$18,707,198**    **\$17,552,530**    **\$20,752,003**



The Administrative Department consists of members of the City Commission, the City Manager, City Secretary and Receptionist. The City Commission is responsible for policy, leadership and the general direction of City Government. The Mayor and two Commissioners are elected at-large from the City and four Commissioners are elected from specific places or wards within the City. The Mayor, along with Commissioner Place One and Commissioner Place Three are elected in odd-numbered years and Commissioner Place Two, Commissioner Place Four, Commissioner At-Large Place Five and Commissioner At-Large Place Six are elected in even-numbered years. Elections to the positions are held the first Saturday in May of each year for two-year terms. The City Manager is the Chief Executive Officer of the City.

Responsibility of this department includes budget preparation and execution, as well as overall administration of City Ordinances and policy as adopted by the City Commission. The City Secretary's duties include personnel/payroll, records management, municipal elections, public information official, and event planner. She serves as clerk to the City Commission and secretary to the City Manager.

# ANNUAL BUDGET

Department  
Administration

Fund  
General

Dept. No.  
01-110

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

211010	Salaries	\$180,500	\$193,184	\$248,250
211012	City Commission Salaries	2,400	2,400	2,400
211013	Auto Allowance	9,000	9,000	9,000
211014	Uniforms	1,000	884	1,500
211015	Health Insurance	24,600	35,861	26,400
211016	W/C & Unemployment Insurance	1,000	324	1,200
211017	Life & LTD Insurance	1,000	1,190	1,300
211018	TMRS Retirement	18,400	20,228	25,250
211019	Social Security	<u>14,500</u>	<u>13,842</u>	<u>19,750</u>

***Total Personnel Services:***      **\$252,400**      **\$276,913**      **\$335,050**

## ***Supplies***

211020	Supplies	\$10,000	\$15,520	\$12,500
211026	Fuel & Oil	<u>2,500</u>	<u>3,678</u>	<u>4,000</u>

***Total Supplies:***      **\$12,500**      **\$19,198**      **\$16,500**

## ***Maintenance***

211030	Maintenance - Equipment	\$3,500	\$8,612	\$5,000
211033	Maintenance - Building	<u>2,000</u>	<u>1,760</u>	<u>2,000</u>

***Total Maintenance:***      **\$5,500**      **\$10,372**      **\$7,000**

## ***Utilities***

211040	Natural Gas	\$1,000	\$1,237	\$1,200
211041	Electricity	2,000	2,321	2,500
211045	Telephone	<u>6,500</u>	<u>6,433</u>	<u>6,500</u>

***Total Utilities:***      **\$9,500**      **\$9,992**      **\$10,200**

# ANNUAL BUDGET

Department  
Administration  
(Cont.)

Fund  
General

Dept. No.  
01-110

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

211075	Appraisal District Expenses	\$40,000	\$28,903	\$45,000
211076	Code & Ordinance Updates	2,500	1,805	1,000
211077	City Health Officer	120	120	120
211078	Retainer - City Attorney	35,000	36,500	35,000
211079	Events (City Employees)	12,000	8,235	12,000
211080	Dues & Registration	7,500	5,264	7,500
211081	TML Annual Dues	3,000	2,921	3,000
211082	Travel Expense	7,500	4,212	7,500
211083	Subscriptions & Advertising	2,500	510	2,500
211084	Annual Audit Expense	14,300	0	14,300
211085	Election expense	10,000	0	10,000
211086	Lease Equipment	6,000	7,850	9,000
211087	Property & Liability Insurance	2,300	3,063	3,200
211089	PRPC Annual Dues	<u>1,500</u>	<u>1,306</u>	<u>1,500</u>

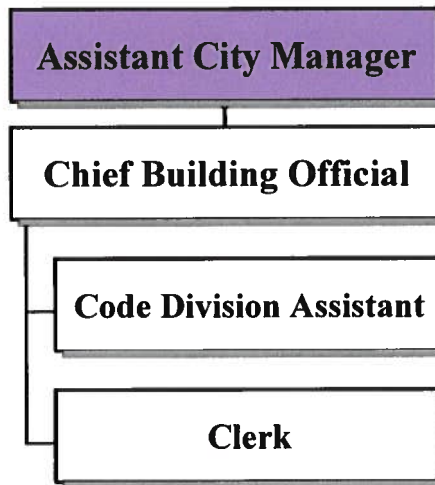
***Total Other Charges:***      **\$144,220**      **\$100,689**      **\$151,620**

## *Capital Expense*

211090	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
--------	---------	------------	------------	------------

***Total Capital Expense:***      **\$0**      **\$0**      **\$0**

**Administration Total:**      **\$424,120**      **\$417,165**      **\$520,370**



The Building and Zoning Department has the responsibility to enforce all building related codes during the construction of new facilities and rehabilitation, alterations and additions to existing buildings and structures. Duties include reviewing plans, issuing permits and inspecting all construction within the City limits. Garage sale and itinerant vendor permits are also issued through this office.

# ANNUAL BUDGET

Department  
Building & Zoning

Fund  
General

Dept. No.  
01-112

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

211210	Salaries	\$183,000	\$180,792	\$192,250
211214	Uniforms	1,500	952	1,500
211215	Health Insurance	36,900	39,144	39,600
211216	W/C & Unemployment Insurance	1,000	607	1,400
211217	Life & LTD Insurance	1,100	765	1,100
211218	TMRS Retirement	17,750	18,114	18,900
211219	Social Security	14,000	13,390	14,750

***Total Personnel Services:***      **\$255,250**      **\$253,765**      **\$269,500**

## ***Supplies***

211220	Supplies	\$3,500	\$7,940	\$4,000
211226	Fuel & Oil	2,500	4,819	5,000

***Total Supplies:***      **\$6,000**      **\$12,759**      **\$9,000**

## ***Maintenance***

211230	Maintenance - Equipment	\$5,000	\$10,787	\$2,500
211233	Maintenance - Building	3,000	1,528	2,000

***Total Maintenance:***      **\$8,000**      **\$12,315**      **\$4,500**

## ***Utilities***

211240	Natural Gas	\$500	\$619	\$500
211241	Electricity	1,000	1,016	1,000
211245	Telephone	2,500	1,875	2,000

***Total Utilities:***      **\$4,000**      **\$3,509**      **\$3,500**

# ANNUAL BUDGET

Department  
Building & Zoning  
(Cont.)

Fund  
General

Dept. No.  
01-112

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

211280	Dues & Registration	\$1,500	\$2,895	\$2,500
211282	Travel Expense	2,000	1,708	2,500
211283	Subscriptions & Advertising	500	882	500
211286	Lease Equipment	2,000	1,935	2,000
211287	Property & Liability Insurance	<u>2,300</u>	<u>3,073</u>	<u>3,200</u>

*Total Other Charges:* \$8,300 \$10,493 \$10,700

## *Capital Expense*

211290	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
--------	---------	------------	------------	------------

*Total Capital Expense:* \$0 \$0 \$0

**Building & Zoning Total:** \$281,550 \$292,841 \$297,200

**Assistant City Manager**

**Food Safety Inspector**

This department conducts inspections of food establishments to see that they meet sanitary and food safety standards and insures any noted deficiencies are corrected promptly to prevent food borne illnesses. The Food Safety Inspector is under the direct supervision of the Assistant City Manager.

# ANNUAL BUDGET

Department  
Food Safety

Fund  
General

Dept. No.  
01-115

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Personnel Services***

211510	Salaries	\$56,250	\$54,476	\$57,750
211514	Uniforms	400	494	500
211515	Health Insurance	12,300	13,048	13,200
211516	W/C & Unemployment Insurance	250	99	350
211517	Life & LTD Insurance	325	250	350
211518	TMRS Retirement	5,500	5,451	5,700
211519	Social Security	<u>4,350</u>	<u>4,168</u>	<u>4,500</u>

***Total Personnel Services:***      **\$79,375**      **\$77,985**      **\$82,350**

***Supplies***

211520	Supplies	<u>\$1,000</u>	<u>\$594</u>	<u>\$1,000</u>
--------	----------	----------------	--------------	----------------

***Total Supplies:***      **\$1,000**      **\$594**      **\$1,000**

***Maintenance***

211530	Maintenance - Equipment	\$1,000	\$2,662	\$1,000
211533	Maintenance - Building	<u>0</u>	<u>0</u>	<u>0</u>

***Total Maintenance:***      **\$1,000**      **\$2,662**      **\$1,000**

***Utilities***

211540	Natural Gas	\$0	\$0	\$0
211541	Electricity	0	0	0
211545	Telephone	<u>1,500</u>	<u>725</u>	<u>1,000</u>

***Total Utilities:***      **\$1,500**      **\$725**      **\$1,000**

# ANNUAL BUDGET

Department  
Food Safety  
(Cont.)

Fund  
General

Dept. No.  
01-115

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

211580	Dues & Registration	\$350	\$200	\$350
211582	Travel Expense	1,500	1,625	1,500
211587	Property & Liability Insurance	<u>200</u>	<u>224</u>	<u>300</u>

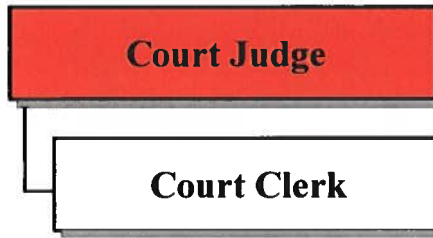
<i>Total Other Charges:</i>	<u>\$2,050</u>	<u>\$2,049</u>	<u>\$2,150</u>
-----------------------------	----------------	----------------	----------------

## *Capital Expense*

211590	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
--------	---------	------------	------------	------------

<i>Total Capital Expense:</i>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
-------------------------------	------------	------------	------------

<b>Food Safety Total:</b>	<u>\$84,925</u>	<u>\$84,015</u>	<u>\$87,500</u>
---------------------------	-----------------	-----------------	-----------------



The purpose of the court is to file and adjudicate Class C Misdemeanors occurring within the Court's jurisdiction and to coordinate with the Warrant Officer on the service of warrants. Court personnel are responsible for the collection of fines and maintenance of records and files of a confidential nature. Administrative functions of the Municipal Court are the responsibility of the Municipal Court Judge and Court Clerk. Judicial functions are provided by the judge.

# ANNUAL BUDGET

Department  
Municipal Court

Fund  
General

Dept. No.  
01-150

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

215010	Salaries	\$120,500	\$118,282	\$124,000
215014	Uniforms	800	870	1,000
215015	Health Insurance	24,600	26,096	26,400
215016	W/C & Unemployment Insurance	450	205	700
215017	Life & LTD Insurance	700	520	700
215018	TMRS Retirement	11,750	11,849	12,250
215019	Social Security	<u>9,250</u>	<u>9,049</u>	<u>9,500</u>

***Total Personnel Services:***      **\$168,050**      **\$166,871**      **\$174,550**

## ***Supplies***

215020	Supplies	<u>\$4,500</u>	<u>\$5,749</u>	<u>\$4,500</u>
--------	----------	----------------	----------------	----------------

***Total Supplies:***      **\$4,500**      **\$5,749**      **\$4,500**

## ***Maintenance***

215030	Maintenance - Equipment	\$1,500	\$5,320	\$1,500
215033	Maintenance - Building	2,500	1,517	2,500
215035	Tech Fund Expense	<u>7,000</u>	<u>2,691</u>	<u>7,000</u>

***Total Maintenance:***      **\$11,000**      **\$9,526**      **\$11,000**

## ***Utilities***

215040	Natural Gas	\$650	\$541	\$500
215041	Electricity	1,000	1,161	1,000
215045	Telephone	<u>750</u>	<u>585</u>	<u>700</u>

***Total Utilities:***      **\$2,400**      **\$2,286**      **\$2,200**

# ANNUAL BUDGET

Department  
Municipal Court  
(Cont.)

Fund  
General

Dept. No.  
01-150

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

215080	Dues & Registration	\$1,500	\$885	\$1,500
215082	Travel Expense	1,500	2,190	2,000
215083	Subscriptions & Advertising	2,500	92	2,500
215087	Property & Liability Insurance	1,700	2,294	2,500
215088	Jury Trial Expense	<u>200</u>	<u>0</u>	<u>200</u>

***Total Other Charges:***      **\$7,400**      **\$5,461**      **\$8,700**

## *Capital Expense*

215090	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
--------	---------	------------	------------	------------

***Total Capital Expense:***      **\$0**      **\$0**      **\$0**

**Municipal Court Total:**      **\$193,350**      **\$189,895**      **\$200,950**

**Assistant City Manager**

**Maintenance  
Mechanic**

The function of the Volunteer Fire Department is to protect lives and property in both the City of Hereford and Deaf Smith County. Department responsibilities include responding to residential and commercial structure fires, hazardous material incidents, motor vehicle accidents with injured or trapped persons, and as first responder on all life threatening medical emergencies. The department is also responsible for conducting fire prevention activities including inspections, plan review, and public education. The Assistant City Manager is the Emergency Management Coordinator for the City of Hereford and Deaf Smith County.

# ANNUAL BUDGET

Department  
Fire

Fund  
General

Dept. No.  
01-210

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

221010	Salaries	\$161,000	\$163,146	\$95,000
221012	Part-Time/Fires & Drills	18,000	18,000	18,000
221013	Firefighter Retirement	25,000	0	25,000
221014	Uniforms	1,500	574	1,500
221015	Health Insurance	24,600	26,096	26,400
221016	W/C & Unemployment Insurance	5,000	4,912	6,000
221017	Life & LTD Insurance	900	638	575
221018	TMRS Retirement	15,750	16,339	9,500
221019	Social Security	<u>12,500</u>	<u>11,900</u>	<u>7,300</u>

***Total Personnel Services:***      **\$264,250**      **\$241,605**      **\$189,275**

## ***Supplies***

221020	Supplies	\$20,000	\$11,811	\$20,000
221026	Fuel & Oil	<u>12,500</u>	<u>14,297</u>	<u>18,000</u>

***Total Supplies:***      **\$32,500**      **\$26,107**      **\$38,000**

## ***Maintenance***

221030	Maintenance - Equipment	\$25,000	\$25,197	\$25,000
221033	Maintenance - Building	<u>10,000</u>	<u>3,021</u>	<u>10,000</u>

***Total Maintenance:***      **\$35,000**      **\$28,218**      **\$35,000**

## ***Utilities***

221040	Natural Gas	\$10,000	\$12,136	\$10,000
221041	Electricity	10,000	9,102	10,000
221045	Telephone	<u>10,000</u>	<u>6,457</u>	<u>7,500</u>

***Total Utilities:***      **\$30,000**      **\$27,695**      **\$27,500**

# ANNUAL BUDGET

Department

Fund

Dept. No.

Fire

General

01-210

(Cont.)

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

221080	Dues & Registration	\$7,500	\$10,179	\$7,500
221082	Travel Expense	10,000	3,447	10,000
221083	Subscriptions & Advertising	750	0	500
221086	Lease Equipment	13,600	18,014	0
221087	Property & Liability Insurance	<u>16,000</u>	<u>21,787</u>	<u>20,000</u>

*Total Other Charges:*      **\$47,850**      **\$53,428**      **\$38,000**

## *Capital Expense*

221090	Capital	<u>\$25,000</u>	<u>\$2,350</u>	<u>\$25,000</u>
--------	---------	-----------------	----------------	-----------------

*Total Capital Expense:*      **\$25,000**      **\$2,350**      **\$25,000**

**Fire Department Total:**      **\$434,600**      **\$379,402**      **\$352,775**

## **Landfill Attendant**

The City of Hereford currently contracts with Republic Services, Inc. of Amarillo for solid waste service within the city. Republic Services, Inc. is responsible for all areas of solid waste including collection, transportation and disposal. The cost of these contracted services are paid for out of the Health Department. The City operates the Type IV landfill.

# ANNUAL BUDGET

Department  
Health

Fund  
General

Dept. No.  
01-310

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

231010	Salaries	\$39,250	\$38,236	\$45,750
231011	Overtime	4,500	4,306	4,000
231014	Uniforms	500	179	500
231015	Health Insurance	12,300	13,048	13,200
231016	W/C & Unemployment Insurance	2,000	1,457	2,000
231017	Life & LTD Insurance	250	184	275
231018	TMRS Retirement	4,300	4,253	4,700
231019	Social Security	<u>3,400</u>	<u>3,254</u>	<u>3,750</u>

***Total Personnel Services:***      **\$66,500**      **\$64,918**      **\$74,175**

## ***Supplies***

231020	Supplies	\$0	\$0	\$0
231021	Chemicals	0	0	0
231026	Fuel & Oil	<u>0</u>	<u>0</u>	<u>0</u>

***Total Supplies:***      **\$0**      **\$0**      **\$0**

## ***Maintenance***

231030	Maintenance - Equipment	\$0	\$0	\$0
231033	Maintenance - Building	<u>0</u>	<u>0</u>	<u>0</u>

***Total Maintenance:***      **\$0**      **\$0**      **\$0**

## ***Utilities***

231040	Natural Gas	\$0	\$0	\$0
231041	Electricity	0	0	0
231045	Telephone	<u>0</u>	<u>0</u>	<u>0</u>

***Total Utilities:***      **\$0**      **\$0**      **\$0**

# ANNUAL BUDGET

Department  
Health  
(Cont.)

Fund  
General

Dept. No.  
01-310

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## Other Charges

231087	Property & Liability Insurance	\$120	\$152	\$200
231088	Contracted Services-Collection	1,550,000	1,575,519	1,565,000
231089	Permit & Fees	<u>3,000</u>	<u>4,285</u>	<u>4,500</u>

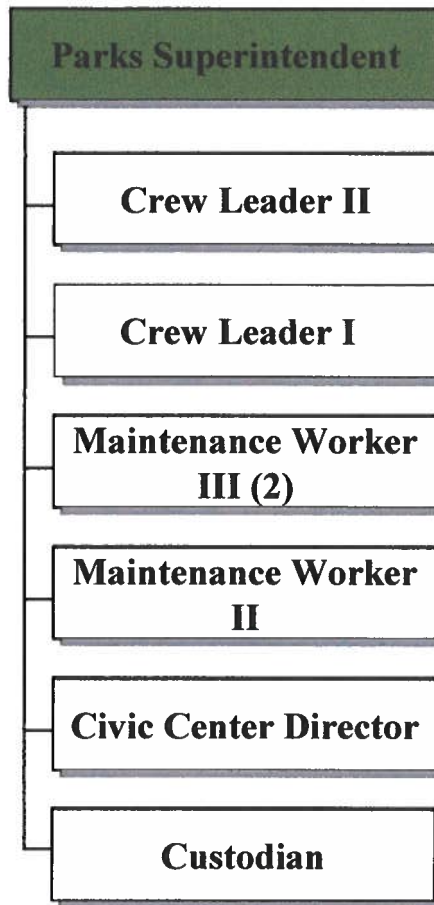
**Total Other Charges:**    **\$1,553,120**    **\$1,579,956**    **\$1,569,700**

## Capital Expense

231090	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$2,000</u>
--------	---------	------------	------------	----------------

**Total Capital Expense:**    **\$0**    **\$0**    **\$2,000**

**Health Department Total:**    **\$1,619,620**    **\$1,644,874**    **\$1,645,875**



The function of the City of Hereford Parks Department is to provide daily maintenance and upkeep of the 200 acres of City parks and the City of Hereford's Civic Center. The parks maintained by the department include the Josserand Aquatic, Buena Vista, Central, Dameron, Jaycee, Langley, Mothers and Veterans Park. Daily maintenance includes mowing, tree care, fence maintenance, restroom cleaning, watering and any other items of need. An annual Celebration of Lights is held on the first Monday in December when lights on a community-wide Christmas tree and numerous other trees in Mothers Park and Dameron Park are illuminated for the holiday season.

# ANNUAL BUDGET

Department  
Parks

Fund  
General

Dept. No.  
01-410

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

241010	Salaries	\$357,500	\$362,139	\$388,500
241011	Overtime	10,000	10,375	10,000
241012	Part-Time	7,000	8,340	7,000
241014	Uniforms	4,500	3,534	4,000
241015	Health Insurance	98,400	104,385	105,600
241016	W/C & Unemployment Insurance	7,500	7,272	9,500
241017	Life & LTD Insurance	2,200	1,601	2,250
241018	TMRS Retirement	35,700	37,258	38,750
241019	Social Security	<u>28,200</u>	<u>29,136</u>	<u>30,750</u>

***Total Personnel Services:***      **\$551,000**      **\$564,038**      **\$596,350**

## ***Supplies***

241020	Supplies	\$8,000	\$12,854	\$14,500
241021	Chemicals	10,000	8,077	10,000
241022	Supplies - Civic Center	12,000	6,984	12,000
241026	Fuel & Oil	<u>17,000</u>	<u>28,739</u>	<u>25,000</u>

***Total Supplies:***      **\$47,000**      **\$56,655**      **\$61,500**

## ***Maintenance***

241030	Maintenance - Equipment	\$25,000	\$9,134	\$25,000
241032	Maintenance - Facilities	35,000	35,457	35,000
241033	Maintenance - Civic Center	<u>15,000</u>	<u>15,472</u>	<u>15,000</u>

***Total Maintenance:***      **\$75,000**      **\$60,064**      **\$75,000**

## ***Utilities***

241040	Natural Gas	\$15,000	\$10,367	\$15,000
241041	Electricity	27,000	32,405	35,000
241045	Telephone	<u>3,000</u>	<u>2,554</u>	<u>3,000</u>

***Total Utilities:***      **\$45,000**      **\$45,326**      **\$53,000**

# ANNUAL BUDGET

Department

Parks

(Cont.)

Fund

General

Dept. No.

01-410

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Other Charges***

241080	Dues & Registration	\$750	\$400	\$750
241082	Travel Expense	750	0	750
241087	Property & Liability Insurance	<u>7,000</u>	<u>10,151</u>	<u>10,000</u>

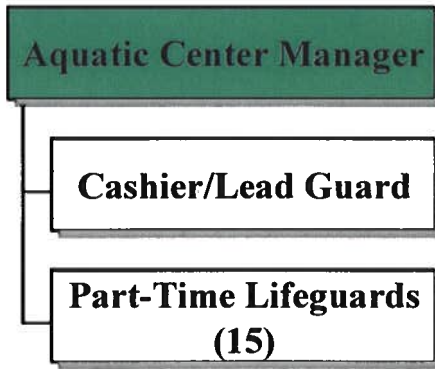
***Total Other Charges:***      **\$8,500**      **\$10,550**      **\$11,500**

## ***Capital Expense***

241090	Capital	<u>\$201,000</u>	<u>\$163,274</u>	<u>\$60,500</u>
--------	---------	------------------	------------------	-----------------

***Total Capital Expense:***      **\$201,000**      **\$163,274**      **\$60,500**

**Park Department Total:**      **\$927,500**      **\$899,906**      **\$857,850**



The Hereford Aquatic Center's duties include the responsibility to provide and maintain a well-managed and safe environment for aquatic activities for the citizens of the City of Hereford. Staff provides instruction in aquatic safety, recreational swimming, and physical fitness.

# ANNUAL BUDGET

Department  
Aquatic Center

Fund  
General

Dept. No.  
01-411

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

241110	Salaries	\$90,250	\$89,109	\$94,750
241111	Overtime	4,000	9,616	4,000
241112	Part-Time	95,000	110,114	100,000
241115	Health Insurance	24,600	26,096	26,400
241116	W/C & Unemployment Insurance	2,500	2,023	3,500
241117	Life & LTD Insurance	550	415	575
241118	TMRS Retirement	9,200	9,015	9,700
241119	Social Security	<u>14,500</u>	<u>15,974</u>	<u>15,250</u>

***Total Personnel Services:***      **\$240,600**      **\$262,362**      **\$254,175**

## ***Supplies***

241120	Supplies	\$25,000	\$18,706	\$25,000
241121	Chemicals	22,000	19,922	22,000
241128	Concession Expense	<u>2,500</u>	<u>0</u>	<u>2,500</u>

***Total Supplies:***      **\$49,500**      **\$38,628**      **\$49,500**

## ***Maintenance***

241130	Maintenance - Equipment	\$17,000	\$43,937	\$22,000
241133	Maintenance - Building	<u>10,000</u>	<u>6,947</u>	<u>10,000</u>

***Total Maintenance:***      **\$27,000**      **\$50,883**      **\$32,000**

## ***Utilities***

241140	Natural Gas	\$75,000	\$114,316	\$75,000
241141	Electricity	18,000	29,690	22,500
241145	Telephone	<u>2,500</u>	<u>2,355</u>	<u>2,500</u>

***Total Utilities:***      **\$95,500**      **\$146,361**      **\$100,000**

# ANNUAL BUDGET

Department  
Aquatic Center  
(Cont.)

Fund  
General

Dept. No.  
01-411

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

241180	Dues & Registration	\$4,500	\$5,472	\$4,500
241182	Travel Expense	2,000	0	2,000
241187	Property & Liability Insurance	<u>4,000</u>	<u>5,300</u>	<u>5,500</u>

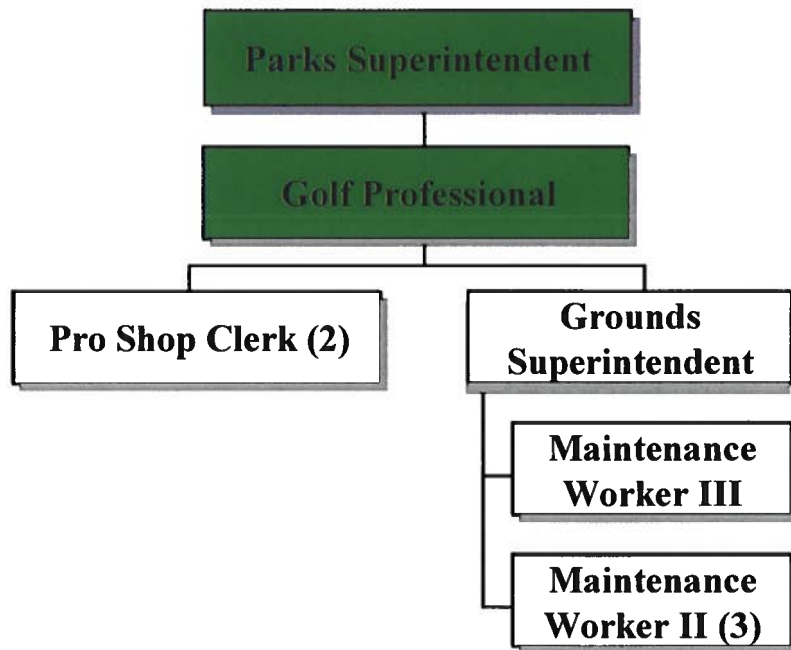
*Total Other Charges:*      10,500      \$10,773      12,000

## *Capital Expense*

241190	Capital	<u>\$27,000</u>	<u>\$8,116</u>	<u>\$83,000</u>
--------	---------	-----------------	----------------	-----------------

*Total Capital Expense:*      \$27,000      \$8,116      \$83,000

**Aquatic Center Total:**      \$450,100      \$517,123      \$530,675



The City of Hereford owns and operates an eighteen-hole course known as the John Pitman Municipal Golf Course. The course has a full-time professional and five full-time maintenance employees. The course annually hosts a number of tournaments for both local and regional participation. The John Pitman Municipal Golf Course has been included on the Golf Digest list of municipal courses and was rated as one of the top courses.

# ANNUAL BUDGET

Department

Golf Course

Fund

General

Dept. No.

01-412

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

241210	Salaries	\$333,750	\$327,373	\$380,250
241211	Overtime	5,000	10,988	5,000
241212	Part-Time	15,000	15,314	15,000
241214	Uniforms	2,500	2,116	4,000
241215	Health Insurance	86,100	88,029	105,600
241216	W/C & Unemployment Insurance	4,500	3,836	5,500
241217	Life & LTD Insurance	2,000	1,467	2,250
241218	TMRS Retirement	32,900	33,814	38,000
241219	Social Security	<u>27,100</u>	<u>26,379</u>	<u>30,750</u>

***Total Personnel Services:***      **\$508,850**      **\$509,316**      **\$586,350**

## ***Supplies***

241220	Supplies - Pro Shop	\$7,500	\$13,750	\$8,500
241221	Chemicals	30,000	71,238	40,000
241222	Supplies-Grounds	9,000	10,172	9,000
241226	Fuel & Oil	<u>4,000</u>	<u>6,802</u>	<u>7,000</u>

***Total Supplies:***      **\$50,500**      **\$101,961**      **\$64,500**

## ***Maintenance***

241230	Maintenance - Equipment - Pro Shop	\$1,000	\$974	\$1,000
241231	Maintenance - Irrigation	25,000	42,653	30,000
241232	Maintenance - Golf Carts	15,000	16,300	15,000
241233	Maintenance - Building	7,500	32,732	10,000
241234	Maintenance - Grounds	<u>20,000</u>	<u>23,100</u>	<u>20,000</u>

***Total Maintenance:***      **\$68,500**      **\$115,761**      **\$76,000**

## ***Utilities***

241240	Natural Gas	\$6,000	\$9,356	\$6,000
241241	Electricity	10,000	14,423	10,000
241245	Telephone	<u>6,000</u>	<u>4,597</u>	<u>5,000</u>

***Total Utilities:***      **\$22,000**      **\$28,376**      **\$21,000**

# ANNUAL BUDGET

Department

Golf Course

(Cont.)

Fund

General

Dept. No.

01-412

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

241280	Dues & Registration	\$1,000	\$2,418	\$1,000
241282	Travel Expense	1,000	0	1,000
241283	Subscriptions & Advertising	500	0	500
241286	Lease Equipment	88,165	24,495	144,000
241287	Property & Liability Insurance	<u>4,800</u>	<u>6,903</u>	<u>6,750</u>

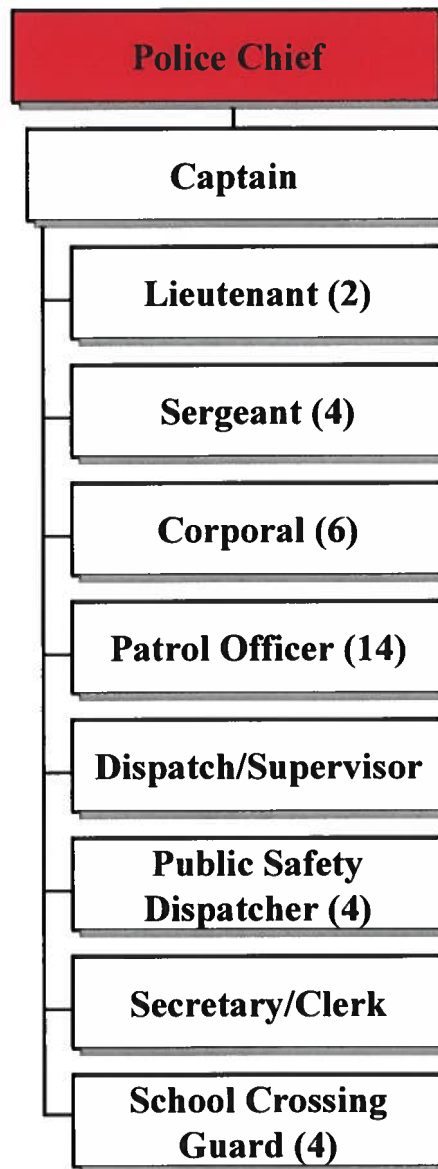
*Total Other Charges:*      **95,465**      **\$33,816**      **153,250**

## *Capital Expense*

241290	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$40,000</u>
--------	---------	------------	------------	-----------------

*Total Capital Expense:*      **\$0**      **\$0**      **\$40,000**

**Golf Course Total:**      **\$745,315**      **\$789,230**      **\$941,100**



Traditionally the police function has entailed the responsibilities of the prevention of crime, the protection of life and property, and the keeping of the public peace. These are still the vital parts of the police role and include satellite duties such as proper reporting, investigation of offenses, and court testimony. However, the police function within the community has evolved into one involving great sociological impact. Law Enforcement is called upon to make more decisions daily which more seriously affect people's lives than any other governmental entity. Therefore, the functions of enforcement, prevention, protection and peacekeeping must be conducted in conjunction with responsiveness to, and a compassion for, the needs and rights of the community and the individual.

# ANNUAL BUDGET

Department  
Police

Fund  
General

Dept. No.  
01-510

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

251010	Salaries	\$2,111,000	\$2,007,475	\$2,175,000
251011	Overtime	40,000	122,953	40,000
251012	Part-Time	23,000	27,433	24,000
251013	Auto Allowance	6,000	6,000	6,000
251014	Uniforms	10,000	10,090	10,000
251015	Health Insurance	418,200	430,347	448,800
251016	W/C & Unemployment Insurance	30,000	27,392	35,000
251017	Life & LTD Insurance	12,000	7,682	12,250
251018	TMRS Retirement	209,300	220,271	218,000
251019	Social Security	<u>166,600</u>	<u>164,584</u>	<u>171,750</u>

***Total Personnel Services:***    **\$3,026,100**    **\$3,024,228**    **\$3,140,800**

## ***Supplies***

251020	Supplies	\$40,000	\$35,842	\$40,000
251026	Fuel & Oil	<u>50,000</u>	<u>75,245</u>	<u>72,000</u>

***Total Supplies:***    **\$90,000**    **\$111,087**    **\$112,000**

## ***Maintenance***

251030	Maintenance - Equipment	\$50,000	\$55,134	\$50,000
251033	Maintenance - Building	<u>15,000</u>	<u>7,757</u>	<u>15,000</u>

***Total Maintenance:***    **\$65,000**    **\$62,891**    **\$65,000**

## ***Utilities***

251040	Natural Gas	\$4,500	\$4,358	\$4,500
251041	Electricity	7,500	9,714	7,500
251045	Telephone	<u>60,000</u>	<u>58,803</u>	<u>60,000</u>

***Total Utilities:***    **\$72,000**    **\$72,875**    **\$72,000**

# ANNUAL BUDGET

Department

Police

(Cont.)

Fund

General

Dept. No.

01-510

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Other Charges***

251080	Dues & Registration	\$7,500	\$6,572	\$7,500
251082	Travel Expense	7,500	7,506	7,500
251083	Subscriptions & Advertising	400	168	400
251084	L.E.O.S.E. Training	2,000	5,290	2,000
251085	Miscellaneous	5,000	260	5,000
251086	Lease Equipment	6,500	6,065	7,500
251087	Property & Liability Insurance	30,000	42,032	45,000
251088	Prisoner Expense	150,000	103,981	150,000
251089	Narcotics	<u>3,000</u>	<u>0</u>	<u>3,000</u>

***Total Other Charges:***      **\$211,900**      **\$171,874**      **\$227,900**

***Capital Expense***

251090	Capital	<u>\$221,700</u>	<u>\$212,860</u>	<u>\$417,500</u>
--------	---------	------------------	------------------	------------------

***Total Capital Expense:***      **\$221,700**      **\$212,860**      **\$417,500**

**Police Department Total:**      **\$3,686,700**      **\$3,655,815**      **\$4,035,200**

## **Animal Control Officer (2)**

The Animal Control Department operates under the supervision of the Police Department and regulates the keeping of domestic animals, wild livestock, fowl and vicious animals. This department enforces state laws and City ordinances concerning rabies vaccination, registrations and the number of domestic animals per household. It promotes and maintains an adoption program for unclaimed animals in addition to their impoundment and care. This department also investigates bite/scratch incidents, with the possibility of quarantine of the animal involved. It also provides education and promotes the responsible care of all animals.

# ANNUAL BUDGET

Department  
Animal Control

Fund  
General

Dept. No.  
01-512

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

251210	Salaries	\$79,000	\$49,396	\$78,000
251211	Overtime	5,000	254	2,500
251214	Uniforms	800	373	1,000
251215	Health Insurance	24,600	26,031	26,400
251216	W/C & Unemployment Insurance	750	674	1,000
251217	Life & LTD Insurance	500	205	475
251218	TMRS Retirement	8,200	5,008	8,000
251219	Social Security	<u>6,500</u>	<u>3,798</u>	<u>6,250</u>

***Total Personnel Services:***      **\$125,350**      **\$85,740**      **\$123,625**

## ***Supplies***

251220	Supplies	\$7,000	\$3,566	\$5,000
251226	Fuel & Oil	<u>6,000</u>	<u>5,171</u>	<u>7,500</u>

***Total Supplies:***      **\$13,000**      **\$8,737**      **\$12,500**

## ***Maintenance***

251230	Maintenance - Equipment	\$4,000	\$8,973	\$5,000
251233	Maintenance - Building	<u>1,500</u>	<u>0</u>	<u>1,500</u>

***Total Maintenance:***      **\$5,500**      **\$8,973**      **\$6,500**

## ***Utilities***

251240	Natural Gas	\$4,000	\$5,579	\$4,000
251241	Electricity	4,500	5,507	5,000
251245	Telephone	<u>2,000</u>	<u>1,503</u>	<u>2,000</u>

***Total Utilities:***      **\$10,500**      **\$12,590**      **\$11,000**

# ANNUAL BUDGET

Department  
Animal Control  
(Cont.)

Fund  
General

Dept. No.  
01-512

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

251280	Dues & Registration	\$400	\$230	\$400
251287	Property & Liability Insurance	350	464	600
251288	Rabies Expense	<u>2,000</u>	<u>730</u>	<u>2,000</u>

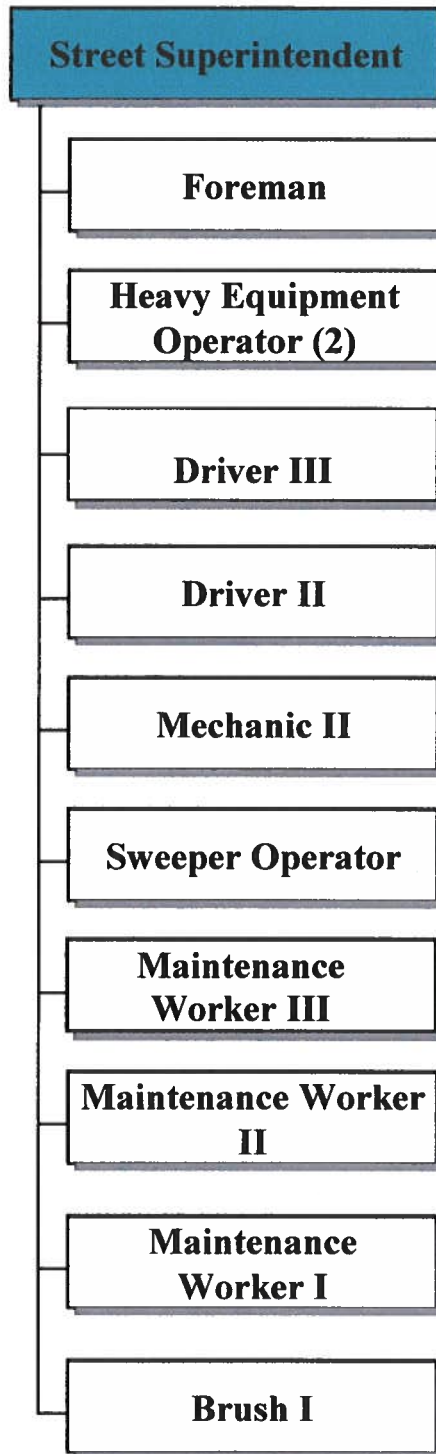
*Total Other Charges:*      2,750      \$1,424      3,000

## *Capital Expense*

251290	Capital	\$3,500	\$0	\$3,500
--------	---------	---------	-----	---------

*Total Capital Expense:*      \$3,500      \$0      \$3,500

**Animal Control Total:**      \$160,600      \$117,465      \$160,125



The Street Department's primary function is to provide a means for transportation between the home, the work place, recreational facilities, and commercial establishments; provide a system for storm water drainage and removal; insure municipal roadways are sanitary and without excess debris. It also establishes and maintains sufficient traffic control devices to inform the general public on the conditions of and the requirements for the use and control of vehicular movement throughout the City. This department is also responsible for alley clean-up.

# ANNUAL BUDGET

Department  
Street

Fund  
General

Dept. No.  
01-610

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

261010	Salaries	\$598,500	\$613,078	\$631,250
261011	Overtime	45,000	37,054	35,000
261014	Uniforms	6,000	4,314	6,000
261015	Health Insurance	147,600	156,578	158,400
261016	W/C & Unemployment Insurance	22,000	21,609	25,000
261017	Life & LTD Insurance	3,500	2,655	3,700
261018	TMRS Retirement	62,500	65,112	65,500
261019	Social Security	<u>49,300</u>	<u>49,735</u>	<u>51,000</u>

***Total Personnel Services:***      **\$934,400**      **\$950,134**      **\$975,850**

## ***Supplies***

261020	Supplies	\$40,000	\$32,450	\$40,000
261022	Mosquito Spraying	25,000	3,411	25,000
261026	Fuel & Oil	<u>60,000</u>	<u>72,710</u>	<u>70,000</u>

***Total Supplies:***      **\$125,000**      **\$108,571**      **\$135,000**

## ***Maintenance***

261030	Maintenance - Equipment	\$130,000	\$250,407	\$150,000
261033	Maintenance - Building	13,000	29,966	20,000
261036	Maintenance - Streets	400,000	460,176	450,000
261037	Downtown Street Improvements	<u>100,000</u>	<u>1,600</u>	<u>150,000</u>

***Total Maintenance:***      **\$643,000**      **\$742,149**      **\$770,000**

## ***Utilities***

261040	Natural Gas	\$9,000	\$15,759	\$10,000
261041	Electricity	15,000	15,014	16,500
261045	Telephone	4,000	3,807	4,000
261046	Street Lighting	<u>180,000</u>	<u>252,546</u>	<u>185,000</u>

***Total Utilities:***      **\$208,000**      **\$287,125**      **\$215,500**

# ANNUAL BUDGET

Department

Street

(Cont.)

Fund

General

Dept. No.

01-610

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Other Charges***

261080	Dues & Registration	\$4,000	\$1,045	\$2,000
261082	Travel Expense	3,000	467	2,000
261086	Lease Equipment	105,250	66,901	86,000
261087	Property & Liability Insurance	<u>13,750</u>	<u>19,953</u>	<u>20,000</u>

***Total Other Charges:***      **126,000**      **\$88,365**      **110,000**

***Capital Expense***

261090	Capital	<u>\$35,000</u>	<u>\$36,491</u>	<u>\$104,000</u>
--------	---------	-----------------	-----------------	------------------

***Total Capital Expense:***      **\$35,000**      **\$36,491**      **\$104,000**

**Street Department Total:**      **\$2,071,400**      **\$2,212,835**      **\$2,310,350**

```
graph TD; A[Airport Manager] --- B[Airport Attendant]
```

**Airport Manager**

**Airport Attendant**

The Hereford Municipal Airport is owned and operated by the City of Hereford under the direction of the airport manager. The City completed construction totalling \$16.2 million. All runways and taxiways are now concrete and can accommodate Class C and larger aircraft with a single axle weight of 45,000 lbs and 90,000 dual wheel weight. Courtesy vehicles are also available. The airport is an integral part of the economic development of the City.

# ANNUAL BUDGET

Department  
Airport

Fund  
General

Dept. No.  
01-710

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

271010	Salaries	\$126,500	\$99,076	\$102,750
271011	Overtime	3,000	4,454	3,000
271014	Uniforms	1,500	650	1,000
271015	Health Insurance	36,900	24,375	26,400
271016	W/C & Unemp Insurance	1,500	1,088	1,750
271017	Life & LTD Insurance	800	448	600
271018	TMRS Retirement	12,750	10,358	10,500
271019	Social Security	<u>10,000</u>	<u>7,478</u>	<u>8,100</u>

***Total Personnel Services:***      **\$192,950**      **\$147,927**      **\$154,100**

## ***Supplies***

271020	Supplies	\$6,000	\$18,012	\$5,000
271026	Fuel & Oil- Airport Auto	1,000	4,821	4,000
271027	Aviation Fuel	90,000	160,019	120,000
271028	Jet Fuel	70,000	136,866	150,000
271029	Aviation Oil	<u>400</u>	<u>0</u>	<u>400</u>

***Total Supplies:***      **\$167,400**      **\$319,718**      **\$279,400**

## ***Maintenance***

271030	Maintenance - Equipment	<u>\$25,000</u>	<u>\$88,295</u>	<u>\$30,000</u>
--------	-------------------------	-----------------	-----------------	-----------------

***Total Maintenance:***      **\$25,000**      **\$88,295**      **\$30,000**

## ***Utilities***

271040	Natural Gas	\$4,900	\$6,077	\$5,000
271041	Electricity	8,000	10,967	9,000
271045	Telephone	<u>3,500</u>	<u>3,806</u>	<u>3,500</u>

***Total Utilities:***      **\$16,400**      **\$20,850**      **\$17,500**

# ANNUAL BUDGET

Department

Airport

(cont)

Fund

General

Dept. No.

01-710

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

271080	Dues & Registration	\$1,000	\$250	\$1,000
271082	Travel Expense	2,000	577	2,000
271087	Property & Liability Insurance	<u>13,000</u>	<u>18,753</u>	<u>18,000</u>

***Total Other Charges:***      **\$16,000**      **\$19,580**      **\$21,000**

## *Capital Expense*

271090	Capital	<u>\$8,000</u>	<u>\$0</u>	<u>\$198,000</u>
--------	---------	----------------	------------	------------------

***Total Capital Expense:***      **\$8,000**      **\$0**      **\$198,000**

**Airport Total:**      **\$425,750**      **\$596,369**      **\$700,000**

<p><b>General Fund</b> <b>Non-Departmental</b></p>
--

This account includes a number of expenses that are not specific to an individual function/department. Items in this account include:

Hotel/Motel Tax payments to Deaf Smith County Chamber of Commerce  
Hereford Sports & Wellness  
Christmas Celebration of Lights Event

## ***ANNUAL BUDGET***

Department  
Non-Departmental

Fund  
General

Dept. No.  
01-910

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Non-Departmental Expenses***

291053	Hotel/Motel Tax - DSC Chamber	\$100,000	\$114,257	\$115,000
291059	YMCA Annual Donation	<u>12,500</u>	<u>12,500</u>	<u>40,000</u>

<b><i>Total Non-Departmental:</i></b>	<b><u>\$112,500</u></b>	<b><u>\$126,757</u></b>	<b><u>\$155,000</u></b>
---------------------------------------	-------------------------	-------------------------	-------------------------

```
graph TD; A[Finance Manager] --> B[Customer Service Representative (3)]
```

**Finance Manager**

**Customer Service  
Representative (3)**

The Finance Department bills accounts, maintains records and collects payments for water, wastewater and solid waste collection. This department coordinates services with the Utility Maintenance Department and aids in the research necessary to maintain an accurate rate structure for all services provided by the City of Hereford. Cash collections are handled by this department and employees provide customer service through counter contact, general information and payment receipts. The Finance Manager is also responsible for accounts payable, accounts receivable, and management of insurance coverage of all aspects of the City's organization.

# ANNUAL BUDGET

Department  
Finance Office

Fund  
Water & Sewer

Dept. No.  
02-110

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
----------------	----------------	--------------------	------------------	--------------------

## ***Personnel Services***

211010	Salaries	\$275,000	\$244,920	\$332,250
211011	Overtime	500	0	500
211013	Auto Allowance	3,000	0	3,000
211014	Uniforms	1,500	1,749	2,000
211015	Health Insurance	55,350	58,767	59,400
211016	W/C & Unemployment Insurance	1,000	594	2,000
211017	Life & LTD Insurance	1,500	1,128	1,900
211018	TMRS Retirement	27,000	24,361	27,250
211019	Social Security	<u>21,300</u>	<u>18,295</u>	<u>25,750</u>

***Total Personnel Services:***      **\$386,150**      **\$349,814**      **\$454,050**

## ***Supplies***

211020	Supplies	<u>\$85,000</u>	<u>\$122,399</u>	<u>\$110,000</u>
--------	----------	-----------------	------------------	------------------

***Total Supplies:***      **\$85,000**      **\$122,399**      **\$110,000**

## ***Maintenance***

211030	Maintenance - Equipment	\$17,500	\$22,134	\$12,000
211033	Maintenance - Building	<u>10,000</u>	<u>5,191</u>	<u>7,500</u>

***Total Maintenance:***      **\$27,500**      **\$27,325**      **\$19,500**

## ***Utilities***

211040	Natural Gas	\$1,000	\$1,392	\$1,500
211041	Electricity	2,000	2,612	2,000
211045	Telephone	<u>7,000</u>	<u>4,606</u>	<u>5,000</u>

***Total Utilities:***      **\$10,000**      **\$8,610**      **\$8,500**

# ANNUAL BUDGET

Department  
Finance Office  
(Cont.)

Fund  
Water & Sewer

Dept. No.  
02-110

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

211080	Dues & Registration	\$2,500	\$420	\$2,500
211082	Travel Expense	2,500	0	2,500
211083	Subscriptions & Advertising	0	504	0
211084	Annual Audit Expense	8,350	0	8,350
211086	Lease Equipment	2,500	1,697	3,000
211087	Property & Liability Insurance	2,500	3,467	3,500

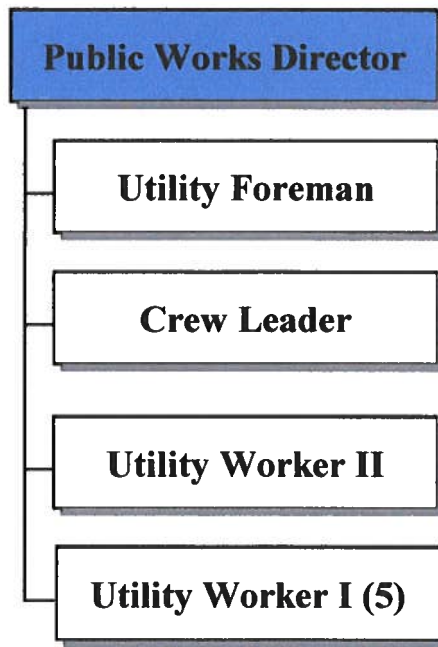
***Total Other Charges:***      **\$18,350**      **\$6,088**      **\$19,850**

## *Capital Expense*

211090	Capital	\$25,000	\$0	\$25,000
--------	---------	----------	-----	----------

***Total Capital Expense:***      **\$25,000**      **\$0**      **\$25,000**

**Finance Office Total:**      **\$552,000**      **\$514,235**      **\$636,900**



This department is responsible for the City's infrastructure pertaining to the delivery of water service to all customers as well as maintaining a safe, sanitary sewer collection system. All employees in this department read meters monthly, make new connections and complete work orders. In addition to these duties, the department also maintains the City's fire hydrants.

# ANNUAL BUDGET

Department  
Utility Maintenance

Fund  
Water & Sewer

Dept. No.  
02-210

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

221010	Salaries	\$613,750	\$586,268	\$648,500
221011	Overtime	40,000	14,255	30,000
221014	Uniforms	6,000	4,837	5,000
221015	Health Insurance	116,850	124,180	125,400
221016	W/C & Unemployment Insurance	11,500	11,228	13,000
221017	Life & LTD Insurance	3,500	2,003	3,600
221018	TMRs Retirement	63,500	60,166	66,750
221019	Social Security	<u>50,100</u>	<u>43,436</u>	<u>52,000</u>

***Total Personnel Services:***      **\$905,200**      **\$846,373**      **\$944,250**

## ***Supplies***

221020	Supplies	\$45,000	\$43,411	\$40,000
221021	Chemicals	10,000	4,526	10,000
221026	Fuel & Oil	<u>25,000</u>	<u>32,764</u>	<u>32,000</u>

***Total Supplies:***      **\$80,000**      **\$80,702**      **\$82,000**

## ***Maintenance***

221030	Maintenance - Equipment	\$35,000	\$32,015	\$35,000
221031	Maintenance - System	300,000	389,782	350,000
221033	Maintenance - Building	<u>10,000</u>	<u>5,036</u>	<u>7,500</u>

***Total Maintenance:***      **\$345,000**      **\$426,833**      **\$392,500**

## ***Utilities***

221040	Natural Gas	\$3,000	\$2,880	\$3,000
221041	Electricity	5,500	6,698	6,000
221045	Telephone	<u>7,500</u>	<u>5,649</u>	<u>6,000</u>

***Total Utilities:***      **\$16,000**      **\$15,227**      **\$15,000**

# ANNUAL BUDGET

Department  
Utility Maintenance  
(Cont.)

Fund  
Water & Sewer

Dept. No.  
02-210

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

221080	Dues & Registration	\$8,000	\$2,804	\$6,000
221082	Travel Expense	8,000	2,402	5,000
221086	Lease Equipment	30,125	7,531	0
221087	Property & Liability Insurance	<u>7,600</u>	<u>10,917</u>	<u>11,000</u>

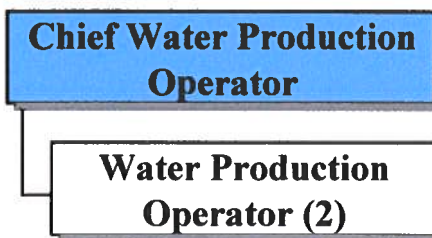
***Total Other Charges:***      **\$53,725**      **\$23,654**      **\$22,000**

## *Capital Expense*

221090	Capital - Equipment	<u>\$216,800</u>	<u>\$185,007</u>	<u>\$125,000</u>
--------	---------------------	------------------	------------------	------------------

***Total Capital Expense:***      **\$216,800**      **\$185,007**      **\$125,000**

**Utility Maintenance Total:**      **\$1,616,725**      **\$1,577,796**      **\$1,580,750**



The Water Production Department is responsible for providing safe, potable water to all City of Hereford customers. This includes providing water for adequate fire protection. This Department also maintains all water wells, pump stations and water storage facilities. Water samples are taken monthly and reports to State agencies and the City of Hereford are prepared.

# ANNUAL BUDGET

Department  
Water Production

Fund  
Water & Sewer

Dept. No.  
02-310

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

231010	Salaries	\$153,000	\$154,789	\$162,500
231011	Overtime	37,000	34,226	35,000
231014	Uniforms	1,500	1,161	1,500
231015	Health Insurance	36,900	39,144	39,600
231016	W/C & Unemployment Insurance	3,000	2,938	4,000
231017	Life & LTD Insurance	900	475	950
231018	TMRS Retirement	18,500	18,900	19,500
231019	Social Security	<u>14,600</u>	<u>14,018</u>	<u>15,250</u>

***Total Personnel Services:***      **\$265,400**      **\$265,652**      **\$278,300**

## ***Supplies***

231020	Supplies	\$8,000	\$3,970	\$5,000
231021	Chemicals	20,000	47,143	30,000
231026	Fuel & Oil	<u>16,000</u>	<u>16,971</u>	<u>20,000</u>

***Total Supplies:***      **\$44,000**      **\$68,084**      **\$55,000**

## ***Maintenance***

231030	Maintenance - Equipment	<u>\$250,000</u>	<u>\$376,975</u>	<u>\$350,000</u>
--------	-------------------------	------------------	------------------	------------------

***Total Maintenance:***      **\$250,000**      **\$376,975**      **\$350,000**

## ***Utilities***

231040	Natural Gas	\$5,000	\$5,934	\$5,000
231041	Electricity	540,000	916,262	690,000
231045	Telephone	<u>2,600</u>	<u>1,852</u>	<u>2,000</u>

***Total Utilities:***      **\$547,600**      **\$924,048**      **\$697,000**

# ANNUAL BUDGET

Department  
Water Production  
(Cont.)

Fund  
Water & Sewer

Dept. No.  
02-310

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

231080	Dues & Registration	\$1,500	\$290	\$1,000
231082	Travel Expense	1,000	293	1,000
231085	Water Purchases	45,000	34,313	45,000
231087	Property & Liability Insurance	18,750	27,248	25,000
231088	Laboratory Expense	21,000	26,037	30,000
231089	Permits & Fees	<u>21,000</u>	<u>13,597</u>	<u>20,000</u>

*Total Other Charges:*      **\$108,250**      **\$101,778**      **\$122,000**

## *Capital Expense*

231090	Capital	<u>\$11,500</u>	<u>\$0</u>	<u>\$55,000</u>
--------	---------	-----------------	------------	-----------------

*Total Capital Expense:*      **\$11,500**      **\$0**      **\$55,000**

**Water Production Total:**      **\$1,226,750**      **\$1,736,537**      **\$1,557,300**



This department is responsible for the treatment of wastewater, including maintenance of the plant and pump stations.

# ANNUAL BUDGET

Department  
Wastewater

Fund  
Water & Sewer

Dept. No.  
02-410

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## ***Personnel Services***

241010	Salaries	\$113,500	\$143,569	\$107,000
241011	Overtime	25,000	19,561	20,000
241014	Uniforms	1,000	863	1,000
241015	Health Insurance	24,600	26,096	26,400
241016	W/C & Unemployment Insurance	1,800	1,740	2,300
241017	Life & LTD Insurance	650	494	650
241018	TMRS Retirement	13,500	16,298	12,500
241019	Social Security	<u>10,600</u>	<u>12,479</u>	<u>9,750</u>

***Total Personnel Services:***      **\$190,650**      **\$221,101**      **\$179,600**

## ***Supplies***

241020	Supplies	\$5,000	\$6,815	\$6,000
241021	Chemicals	5,000	4,138	5,000
241026	Fuel & Oil	<u>6,000</u>	<u>9,737</u>	<u>9,000</u>

***Total Supplies:***      **\$16,000**      **\$20,689**      **\$20,000**

## ***Maintenance***

241030	Maintenance - Equipment	\$22,000	\$56,006	\$40,000
241031	Maintenance - City Farm	<u>20,000</u>	<u>9,546</u>	<u>15,000</u>

***Total Maintenance:***      **\$42,000**      **\$65,553**      **\$55,000**

## ***Utilities***

241040	Natural Gas	\$4,000	\$10,286	\$5,000
241041	Electricity	60,000	60,235	60,000
241045	Telephone	<u>1,500</u>	<u>1,185</u>	<u>1,500</u>

***Total Utilities:***      **\$65,500**      **\$71,706**      **\$66,500**

# ANNUAL BUDGET

Department  
Wastewater  
(Cont.)

Fund  
Water & Sewer Fund

Dept. No.  
02-410

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Other Charges*

241050	Property Tax-Farm	\$5,000	\$4,583	\$5,000
241080	Dues & Registration	1,000	2,634	2,000
241082	Travel Expense	1,000	525	1,000
241087	Property & Liability Insurance	1,500	1,962	2,500
241088	Laboratory expense	3,500	3,220	3,500
241089	Permits & Fees	<u>2,000</u>	<u>1,250</u>	<u>2,000</u>

***Total Other Charges:***      **\$14,000**      **\$14,174**      **\$16,000**

## *Capital Expense*

241090	Capital	<u>\$50,000</u>	<u>\$0</u>	<u>\$82,000</u>
--------	---------	-----------------	------------	-----------------

***Total Capital Expense:***      **\$50,000**      **\$0**      **\$82,000**

**Wastewater Total:**      **\$378,150**      **\$393,223**      **\$419,100**

**Water & Sewer  
Non-Departmental**

This account includes a number of expenses and payments that are not specific to an individual function/department. Items in this account include expenses for bonds and transfers out to General Fund.

# ANNUAL BUDGET

Department  
Non-Departmental

Fund  
Water & Sewer Fund

Dept. No.  
02-910

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Non-Departmental Expenses*

291055	Bond Retirement	\$620,000	\$620,000	\$650,000
291056	Interest on Bonds	236,963	126,531	205,213
291057	Bond Pay Agent	5,000	0	5,000
291079	Operating Transfers Out	<u>2,414,580</u>	<u>250,000</u>	<u>2,863,770</u>

***Total Non-Departmental:***    **\$3,276,543**    **\$996,531**    **\$3,723,983**



# HEREFORD

Economic Development Corporation



## Small-Town Living with Big-City Benefits

Hereford is dedicated to maintaining a high quality of life to complement its growing business sector. Many factors come together to make Hereford such a desirable place to live, work, play, and raise a family. Residents enjoy a low cost of living, low crime rates, exemplary schools, quality healthcare, a moderate climate, and friendly neighbors with a strong sense of community pride. Hereford was recently ranked as the #4 Best Place to Live in Texas (Movoto).

## Hereford Texas is the Ideal Location for Expansion, Relocation, and Startup

Located in the heart of the western Texas Panhandle, Hereford has proven to be a high-value, low-cost place to do business. Local companies benefit from a unique blend of the affordability and flexibility of a rural area, along with many amenities typically found only in larger cities. With its convenient accessibility, highly productive workforce, favorable operating costs, aggressive incentives, and vibrant quality of life, Hereford provides a fertile environment for businesses to grow and prosper.

Sitting at the crossroads of major shipping routes that stretch in every direction, Hereford provides easy access to markets, customers, and suppliers. Whether by highway, rail, or air, Hereford's transportation infrastructure facilitates fast, efficient flow of raw materials and finished goods across North America and the world.

- \* Strategic logistical location nearly equidistant from the East and West coasts.
- \* Proximity to metropolitan areas in Amarillo (50 miles) and Lubbock (90 miles).
- \* Transected by major highway arteries US 385 & US 60. Within minutes of I-27 & I-40.
- \* Situated on the BNSF main East-West rail line with daily switching & piggyback service.
- \* Home to municipal airport with 6,100-foot runway to accommodate corporate jets.

## Low-Cost Environment

Hereford's low operating costs and favorable tax structure make the community one of the most cost-effective locations to do business in the nation. On all levels, Hereford presents significant cost savings in taxes, labor, utilities and real estate, enabling companies to minimize expenses and maximize profitability. Attractive state level policies, such as no income tax and limited regulation, further enhance our business environment. Texas is consistently rated the #1 Best State for Business.

### **Kurt Jones Executive Director**

Hereford Economic  
Development Corporation

1001 West 15th Street

P.O. Box 1266

Hereford, TX 79045

Phone: 806.364.0613

Website • [www.herefordedc.com](http://www.herefordedc.com)

The purpose of the Hereford Economic Development Corporation is to promote, assist, and enhance economic development. The business and affairs of the Corporation are conducted under authority of the Board of Directors, who are appointed by the Mayor of the City of Hereford with the advice and consent of the City Commission of the City of Hereford, and subject to applicable limitations imposed by the Texas Non-Profit Corporation Act, the Texas Business Corporation Act, and their Articles of Incorporation and By-Laws. The Board selects an Executive Director to oversee all administrative functions of the Corporation.

# ANNUAL BUDGET

Department  
H.E.D.C.

Fund  
H.E.D.C.

Dept. No.  
08-100

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Revenues***

101101	Tax Revenue	\$950,000	\$1,116,864	\$1,087,500
101116	Interest	<u>10,000</u>	<u>26,589</u>	<u>25,000</u>

***H.E.D.C. Total Revenues:***      **\$960,000**      **\$1,143,453**      **\$1,112,500**

# ANNUAL BUDGET

Department

H.E.D.C.

(Cont.)

Fund

H.E.D.C.

Dept. No.

08-100

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

***Personnel Services***

210010	Salaries	\$74,750	\$38,344	\$65,750
210013	Auto Allowance	6,000	2,000	6,000
210015	Health Insurance	12,300	5,988	13,200
210016	W/C & Unemp Insurance	300	173	250
210017	Life & LTD Insurance	450	445	375
210018	TMRS Retirement	7,250	4,156	6,500
210019	Social Security	6,700	3,050	6,000

***Total Personnel Services:***      ***\$107,750***      ***\$54,156***      ***\$98,075***

***Supplies & Services***

210020	Supplies	\$4,500	\$10,329	\$4,500
--------	----------	---------	----------	---------

***Total Supplies & Services:***      ***\$4,500***      ***\$10,329***      ***\$4,500***

***Maintenance***

210033	Building Maintenance	\$0	\$0	\$0
--------	----------------------	-----	-----	-----

***Total Maintenance:***      ***\$0***      ***\$0***      ***\$0***

***Utilities***

210045	Telephone	\$3,000	\$1,989	\$3,000
--------	-----------	---------	---------	---------

***Total Utilities:***      ***\$3,000***      ***\$1,989***      ***\$3,000***

***Other Charges***

210050	Legal Services	\$10,000	\$7,813	\$10,000
210080	Training	7,500	1,675	7,500
210082	Travel	5,000	1,371	5,000
210083	Advertising	5,000	435	5,000
210087	Property & Liability Insurance	1,500	1,961	2,000

***Total Other Charges:***      ***\$29,000***      ***\$13,255***      ***\$29,500***

# ANNUAL BUDGET

Department  
H.E.D.C.  
(Cont.)

Fund  
H.E.D.C.

Dept. No.  
08-100

Account Number	Classification	Budgeted 2021-2022	Actual 2021-2022	Proposed 2022-2023
-------------------	----------------	-----------------------	---------------------	-----------------------

## *Capital Expense*

210090	Capital	<u>\$1,000</u>	<u>\$0</u>	<u>\$1,000</u>
--------	---------	----------------	------------	----------------

<i>Total Capital Expense:</i>	<u><b>\$1,000</b></u>	<u><b>\$0</b></u>	<u><b>\$1,000</b></u>
-------------------------------	-----------------------	-------------------	-----------------------

## *Economic Development Expense*

210091	Business Development	\$804,750	\$14,687	\$966,425
--------	----------------------	-----------	----------	-----------

210092	Leadership Hereford	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
--------	---------------------	---------------	---------------	---------------

<i>Total Economic Development Expense:</i>	<u><b>\$814,750</b></u>	<u><b>\$24,687</b></u>	<u><b>\$976,425</b></u>
--	-------------------------	------------------------	-------------------------

<b>H.E.D.C. Total:</b>	<u><b>\$960,000</b></u>	<u><b>\$104,415</b></u>	<u><b>\$1,112,500</b></u>
------------------------	-------------------------	-------------------------	---------------------------

## 2022-2023 PERSONNEL SCHEDULE

### Administration

1 Mayor  
6 Commissioners  
1/2 City Manager  
1/2 City Secretary  
1/3 Assistant City Manager  
1 Assistant City Secretary  
2.34

### Building & Zoning

1 Chief Building Official  
1 Code Division Assistant  
1 Records Clerk  
3

### Food Safety

1 Food Safety Inspector  
1

### Municipal Court

1 Judge  
1 Clerk  
2

### Fire

1/3 ACM/Fire Marshal  
1 Maint. Mechanic/Fire Investigator  
1.33

### Health Department

1 Landfill Attendant  
1

### Parks

1 Superintendent  
1 Maintenance Worker II  
2 Maintenance Worker III  
1 Crew Leader I  
1 Crew Leader II  
1 Custodian  
1 Civic Center Director  
8

### Aquatic Center

1 Manager  
1 Cashier/Lead Lifeguard  
2  
15 *Part-Time Lifeguards*

### Golf Course

1 Golf Professional  
2 Pro Shop Clerk  
1 Grounds Superintendent  
3 Maintenance Worker II  
1 Maintenance Worker III  
8

### HEDC

1 Executive Director  
1

### Police Department

1 Chief  
1 Captain  
2 Lieutenant  
4 Sergeant  
6 Corporal  
14 Patrol Officer  
1 Public Safety Dispatcher/ Supervisor  
1 Secretary/Clerk  
4 Public Safety Dispatcher  
34  
4 *Crossing Guards*

### Animal Control

2 Animal Control Officer  
2

### Streets

1 Superintendent  
1 Foreman  
2 Heavy Equipment Operator  
1 Drivers II  
1 Mechanic II  
1 Sweeper Operator  
1 Brush I  
1 Maintenance Worker I  
1 Maintenance Worker II  
1 Maintenance Worker III  
1 Driver III  
12

### Airport

1 Airport Manager  
1 Airport Attendant  
2

### Finance

1/2 City Secretary  
1/3 Assistant City Manager  
1 Finance Manager  
3 Customer Service Representatives  
4.83

### Utility Maintenance

1/2 City Manager  
1 Public Works Director  
1 Utility Foreman  
1 Crew Leader  
5 Utility Worker I  
1 Utility Worker II  
9.5

### Water Production

1 Chief Operator  
2 Operator  
3

### Wastewater Treatment

1 Chief Operator  
1 Operator  
2