

ST. TAMMANY PARISH COUNCIL

ORDINANCE

ORDINANCE CALENDAR NO: 5864 ORDINANCE COUNCIL SERIES NO: _____

COUNCIL SPONSOR: STEFANCIK/BRISTER PROVIDED BY: FINANCE

INTRODUCED BY: _____ SECONDED BY: _____

ON THE 7 DAY OF SEPTEMBER , 2017

ORDINANCE ADOPTING THE 2018 OPERATING BUDGET

*****SEE ATTACHED*****

WHEREAS,

THE PARISH OF ST. TAMMANY HEREBY ORDAINS:

REPEAL: All ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SEVERABILITY: If any provision of this Ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this Ordinance are hereby declared to be severable.

EFFECTIVE DATE: This Ordinance shall become effective fifteen (15) days after adoption.

MOVED FOR ADOPTION BY: _____ SECONDED BY: _____

WHEREUPON THIS ORDINANCE WAS SUBMITTED TO A VOTE AND RESULTED IN THE FOLLOWING:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

THIS ORDINANCE WAS DECLARED DULY ADOPTED AT A REGULAR MEETING OF THE PARISH COUNCIL ON THE 5 DAY OF OCTOBER , 2017 ; AND BECOMES ORDINANCE COUNCIL SERIES NO _____.

STEVE STEFANCIK, COUNCIL CHAIRMAN

ATTEST:

THERESA L. FORD, COUNCIL CLERK

PATRICIA P. BRISTER, PARISH PRESIDENT

Published Introduction: SEPTEMBER 20 , 2017

Published Adoption: _____, 2017

Delivered to Parish President: _____, 2017 at _____

Returned to Council Clerk: _____, 2017 at _____

ST.TAMMANY PARISH COUNCIL

ORDINANCE

ORDINANCE CALENDAR NO. 5864
COUNCIL SPONSOR: STEFANCIK/BRISTER
INTRODUCED BY: MR. TANNER
ON THE 27TH DAY OF SEPTEMBER, 2017

ORDINANCE COUNCIL SERIES NO.
PROVIDED BY : DEPT. OF FINANCE
SECONDED BY: MR. CANULETTE

AN ORDINANCE ADOPTING THE 2018 OPERATING BUDGET

WHEREAS, the Parish has prepared an operating budget in accordance with Louisiana Revised Statute 39:1305 and generally accepted accounting principles; and

WHEREAS, the General Fund expenditures are closely monitored; and

WHEREAS, all Departments are required to follow proper procurement procedures; and

WHEREAS, each Department Director is responsible for controlling expenditures within his or her Department in order to ensure that said expenditures do not exceed the amount appropriated; and

WHEREAS, the St. Tammany Parish Council has complied with Louisiana Revised Statute 39:1307 relative to public inspection and participation in the budget process for the 2018 fiscal year budget.

NOW, THEREFORE, BE IT ORDAINED by the St. Tammany Parish Council acting in its capacity as the authority of the Parish of St. Tammany that the 2018 Operating Budget is adopted as follows:

SECTION I: The General Fund is adopted as follows:

010 - GENERAL FUND

Revenues

Taxes	
Ad Valorem	4,992,000.00
Other Taxes, Penalties, and Interest	2,530,500.00
Licenses	4,198,050.00
Permits	1,759,500.00
Intergovernmental Revenues	
Other Federal Funds	70,000.00
State Revenue Sharing	111,000.00
Other State Funds	6,500.00
Fees, Charges, and Commissions for Services	700,900.00
Fines and Forfeitures	121,500.00
Other Revenues	807,950.00
Total Revenues	<hr/> 15,297,900.00

Expenditures

Parish President	686,663.50
Parish Council	2,276,280.48
Finance	1,481,570.14
Technology	1,633,721.32
Human Resources	644,660.73
Chief Administrative Officer	861,613.23
Procurement	543,277.94
Archive Management	225,409.91
Geographical Information Systems	296,002.61
Data Management	376,119.52
Facilities Management	1,329,516.71
Development-Administration	1,088,629.41
Planning	725,000.12
Permits	684,079.82
Inspections	685,488.60
Public Information Office	700,383.88
Levee Board Building	21,458.00
Bush Community Center	20,208.00
Highway 40 Polling Booth	8,728.00
Fairgrounds Arena	330,851.02
22nd Judicial District Court	2,658,101.35

010 - GENERAL FUND, CONTINUED

Expenditures	
22nd Judicial District Court Reimb	27,620.00
Ward Courts	288,884.24
District Attorney	3,294,096.21
Registrar of Voters	285,864.62
Assessor	9,758.40
St. Tammany Parish Jail	4,126,931.75
Legal and Risk Management	1,437,523.15
Code Enforcement	527,348.39
Veterans Affairs	109,932.92
Camp Salmen Nature Park	271,576.77
Grants Management	543,272.71
St. Tammany Regional Airport	257,430.00
General Expenditures	862,900.00
Interfund Charges	(12,387,136.00)
Total Expenditures	<u>16,933,767.41</u>
Revenue Over (Under) Expenditures	(1,635,867.41)
Projected Fund Balance, Beginning	14,166,762.17
Less Minimum Fund Balance Policy:	
Greater of 25% of Revenues or 30% of Expenditures	8,796,271.02
Cash Flow for Grants	2,000,000.00
Cash Flow for Contingencies	1,000,000.00
Projected Available Fund Balance, Ending	<u><u>734,623.73</u></u>

SECTION II: The Special Revenue Funds are adopted as follows:

013 - ST. TAMMANY PARISH LIBRARY FUND

Revenues	10,736,388.00
Expenditures	10,736,388.00
Revenue Over (Under) Expenditures	-
Projected Fund Balance, Beginning	-
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u><u>-</u></u>

014 - COAST/STARC FUND

Revenues	3,934,600.00
Expenditures	3,934,600.00
Revenue Over (Under) Expenditures	-
Projected Fund Balance, Beginning	-
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u><u>-</u></u>

015 - PUBLIC WORKS FUND

Revenues	26,944,953.58
Expenditures	
Inspections	125,168.40
Development-Engineering	1,139,316.15
Airport Maintenance Barn	1,146,916.69
Brewster Maintenance Barn	905,499.13
Bush Maintenance Barn	941,122.18
Covington Maintenance Barn	1,484,896.42
Fritchie-North Maintenance Barn	1,066,175.46
Fritchie-South Maintenance Barn	991,936.95
Hickory Maintenance Barn	1,018,731.45
Highway 59 Maintenance Barn	872,178.09
Keller Maintenance Barn	1,187,161.76

015 - PUBLIC WORKS FUND, CONTINUED

Expenditures	
Folsom Maintenance Barn	883,470.39
Fleet Management	1,838,226.74
Tammany Trace Maintenance	917,972.57
Tammany Trace Administration	140,944.21
Public Works Administration	2,405,945.99
Engineering	1,551,915.66
Homeland Security & Emerg Ops	816,672.63
General Expenditures	6,161,332.00
Total Expenditures	<u>25,595,582.88</u>
Revenue Over (Under) Expenditures	1,349,370.70
Projected Fund Balance, Beginning	17,692,777.18
Less Minimum Fund Balance Policy: 25% of Gross Revenue	<u>12,852,759.75</u>
Projected Available Fund Balance, Ending	<u><u>6,189,388.13</u></u>

016 - DRAINAGE MAINTENANCE FUND

Revenues	747,100.00
Expenditures	435,107.08
Revenue Over (Under) Expenditures	311,992.92
Projected Fund Balance, Beginning	3,791,064.09
Less Minimum Fund Balance Policy: 95% of Gross Revenue	<u>3,464,745.00</u>
Projected Available Fund Balance, Ending	<u><u>638,312.01</u></u>

017 - PUBLIC HEALTH FUND

Revenues	3,650,130.00
Expenditures	3,690,209.11
Revenue Over (Under) Expenditures	(40,079.11)
Projected Fund Balance, Beginning	4,300,452.12
Less Minimum Fund Balance Policy: 95% of Gross Revenue	<u>3,467,623.50</u>
Projected Available Fund Balance, Ending	<u><u>792,749.51</u></u>

019 - ECONOMIC DEVELOPMENT FUND

Revenues	628,825.00
Expenditures	531,499.88
Revenue Over (Under) Expenditures	97,325.12
Projected Fund Balance, Beginning	265,447.39
Less Minimum Fund Balance Policy: 25% of Gross Revenue	<u>157,206.25</u>
Projected Available Fund Balance, Ending	<u><u>205,566.26</u></u>

020 - ENVIRONMENTAL SERVICES FUND

Revenues	1,620,000.00
Expenditures	1,528,699.93
Revenue Over (Under) Expenditures	91,300.07
Projected Fund Balance, Beginning	4,178,179.89
Less Minimum Fund Balance Policy: 25% of Gross Revenue	<u>405,000.00</u>
Projected Available Fund Balance, Ending	<u><u>3,864,479.96</u></u>

027 - JURY SERVICE FUND

Revenues	201,600.00
Expenditures	195,523.00
Revenue Over (Under) Expenditures	6,077.00
Projected Fund Balance, Beginning	315,787.04
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>321,864.04</u>

028 - CRIMINAL COURT FUND

Revenues	1,536,200.00
Expenditures	1,388,811.99
Revenue Over (Under) Expenditures	147,388.01
Projected Fund Balance, Beginning	164,291.23
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>311,679.24</u>

029 - 22ND JDC COMMISSIONER FUND

Revenues	140,200.00
Expenditures	132,506.21
Revenue Over (Under) Expenditures	7,693.79
Projected Fund Balance, Beginning	53,377.83
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>61,071.62</u>

034 - ST. TAMMANY PARISH JAIL FUND

Revenues	2,526,581.76
Expenditures	2,526,581.76
Revenue Over (Under) Expenditures	-
Projected Fund Balance, Beginning	-
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>-</u>

035 - LAW ENFORCEMENT WITNESS FUND

Revenues	46,600.00
Expenditures	37,518.00
Revenue Over (Under) Expenditures	9,082.00
Projected Fund Balance, Beginning	311,386.21
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>320,468.21</u>

037 - JUSTICE CENTER COMPLEX FUND

Revenues	2,197,700.00
Expenditures	4,966,510.27
Revenue Over (Under) Expenditures	(2,768,810.27)
Projected Fund Balance, Beginning	10,581,055.93
Less Minimum Fund Balance Policy: Projected Expenditures	4,966,510.27
Projected Available Fund Balance, Ending	<u>2,845,735.39</u>

039 - ST. TAMMANY PARISH CORONER FUND

Revenues	5,738,748.75
Expenditures	5,691,463.01
Revenue Over (Under) Expenditures	47,285.74
Projected Fund Balance, Beginning	10,613,851.06
Less Minimum Fund Balance Policy: 95% of Gross Revenue	6,389,700.00
Projected Available Fund Balance, Ending	<u>4,271,436.80</u>

043 - ANIMAL SERVICES FUND

Revenues	1,953,780.00
Expenditures	1,867,094.31
Revenue Over (Under) Expenditures	86,685.69
Projected Fund Balance, Beginning	2,636,907.54
Less Minimum Fund Balance Policy: 80% of Gross Revenue	1,563,024.00
Projected Available Fund Balance, Ending	<u>1,160,569.23</u>

103 - SUB-DRAINAGE DISTRICT NO.1 OF DRAINAGE DISTRICT NO. 3 FUND

Revenues	1,000.00
Expenditures	25,039.02
Revenue Over (Under) Expenditures	(24,039.02)
Projected Fund Balance, Beginning	348,785.38
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>324,746.36</u>

130 - HWY 21. ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	2,865,000.00
Expenditures	2,865,000.00
Revenue Over (Under) Expenditures	-
Projected Fund Balance, Beginning	1,226,408.78
Less Minimum Fund Balance Policy: 25% of Gross Revenue	716,250.00
Projected Available Fund Balance, Ending	<u>510,158.78</u>

131 - ROOMS TO GO ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	65,035.00
Expenditures	65,035.00
Revenue Over (Under) Expenditures	-
Projected Fund Balance, Beginning	-
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>-</u>

132 - AIRPORT ROAD ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	3,001.00
Expenditures	84.50
Revenue Over (Under) Expenditures	2,916.50
Projected Fund Balance, Beginning	2,965.00
Less Minimum Fund Balance Policy: 25% of Gross Revenue	750.25
Projected Available Fund Balance, Ending	<u>5,131.25</u>

133 - HWY. 59 ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	465,180.00
Expenditures	5,397.50
Revenue Over (Under) Expenditures	459,782.50
Projected Fund Balance, Beginning	425,705.00
Less Minimum Fund Balance Policy: 25% of Gross Revenue	116,295.00
Projected Available Fund Balance, Ending	<u>769,192.50</u>

134 - HWY. 1077 ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	310,015.00
Expenditures	3,615.00
Revenue Over (Under) Expenditures	306,400.00
Projected Fund Balance, Beginning	273,836.50
Less Minimum Fund Balance Policy: 25% of Gross Revenue	77,503.75
Projected Available Fund Balance, Ending	<u>502,732.75</u>

135 - HWY. 434 ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	55,020.00
Expenditures	682.50
Revenue Over (Under) Expenditures	54,337.50
Projected Fund Balance, Beginning	13,250.00
Less Minimum Fund Balance Policy: 25% of Gross Revenue	13,755.00
Projected Available Fund Balance, Ending	<u>53,832.50</u>

136 - HWY. 1088 ECONOMIC DEVELOPMENT SALES TAX DISTRICT FUND

Revenues	8,003.00
Expenditures	92.00
Revenue Over (Under) Expenditures	7,911.00
Projected Fund Balance, Beginning	7,908.00
Less Minimum Fund Balance Policy: 25% of Gross Revenue	2,000.75
Projected Available Fund Balance, Ending	<u>13,818.25</u>

161 - ST. TAMMANY PARISH LIGHTING DISTRICT NO. 1 FUND

Revenues	192,000.00
Expenditures	193,184.80
Revenue Over (Under) Expenditures	(1,184.80)
Projected Fund Balance, Beginning	984,626.87
Less Minimum Fund Balance Policy: 100% of Gross Revenue	192,000.00
Projected Available Fund Balance, Ending	<u>791,442.07</u>

164 - ST. TAMMANY PARISH LIGHTING DISTRICT NO. 4 FUND

Revenues	320,100.00
Expenditures	448,409.40
Revenue Over (Under) Expenditures	(128,309.40)
Projected Fund Balance, Beginning	848,311.96
Less Minimum Fund Balance Policy: 100% of Gross Revenue	320,100.00
Projected Available Fund Balance, Ending	<u>399,902.56</u>

165 - ROAD LIGHTING DISTRICT NO. 5 FUND

Revenues	18,340.00
Expenditures	11,371.40
Revenue Over (Under) Expenditures	6,968.60
Projected Fund Balance, Beginning	129,938.86
Less Minimum Fund Balance Policy: 100% of Gross Revenue	18,340.00
Projected Available Fund Balance, Ending	<u>118,567.46</u>

166 - ST. TAMMANY PARISH LIGHTING DISTRICT NO. 6 FUND

Revenues	2,900.00
Expenditures	192,294.00
Revenue Over (Under) Expenditures	(189,394.00)
Projected Fund Balance, Beginning	264,372.38
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>74,978.38</u>

167 - ST. TAMMANY PARISH LIGHTING DISTRICT NO. 7 FUND

Revenues	306,620.00
Expenditures	327,707.40
Revenue Over (Under) Expenditures	(21,087.40)
Projected Fund Balance, Beginning	1,081,132.64
Less Minimum Fund Balance Policy: 100% of Gross Revenue	306,620.00
Projected Available Fund Balance, Ending	<u>753,425.24</u>

169 - ROAD LIGHTING DISTRICT NO. 9 FUND

Revenues	83,600.00
Expenditures	93,183.00
Revenue Over (Under) Expenditures	(9,583.00)
Projected Fund Balance, Beginning	164,622.57
Less Minimum Fund Balance Policy: 100% of Gross Revenue	83,600.00
Projected Available Fund Balance, Ending	<u>71,439.57</u>

170 - ROAD LIGHTING DISTRICT NO. 10 FUND

Revenues	1,525.00
Expenditures	2,694.00
Revenue Over (Under) Expenditures	(1,169.00)
Projected Fund Balance, Beginning	3,307.32
Less Minimum Fund Balance Policy: 100% of Gross Revenue	1,525.00
Projected Available Fund Balance, Ending	<u>613.32</u>

171 - ROAD LIGHTING DISTRICT NO. 11 FUND

Revenues	5,340.00
Expenditures	6,758.00
Revenue Over (Under) Expenditures	(1,418.00)
Projected Fund Balance, Beginning	52,648.03
Less Minimum Fund Balance Policy: 100% of Gross Revenue	5,340.00
Projected Available Fund Balance, Ending	<u>45,890.03</u>

174 - ROAD LIGHTING DISTRICT NO. 14 FUND

Revenues	20,915.00
Expenditures	18,317.00
Revenue Over (Under) Expenditures	2,598.00
Projected Fund Balance, Beginning	19,158.00
Less Minimum Fund Balance Policy: 100% of Gross Revenue	20,915.00
Projected Available Fund Balance, Ending	<u>841.00</u>

175 - ROAD LIGHTING DISTRICT NO. 15 FUND

Revenues	120.00
Expenditures	5,343.00
Revenue Over (Under) Expenditures	(5,223.00)
Projected Fund Balance, Beginning	33,899.91
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>28,676.91</u>

176 - ROAD LIGHTING DISTRICT NO. 16 FUND

Revenues	1,200.00
Expenditures	32,691.80
Revenue Over (Under) Expenditures	(31,491.80)
Projected Fund Balance, Beginning	243,714.44
Less Minimum Fund Balance Policy	-
Projected Available Fund Balance, Ending	<u>212,222.64</u>

SECTION III: The Debt Service Funds are adopted as follows:

203 - SUB DRAINAGE DISTRICT NO. 1 OF DRAINAGE DISTRICT NO. 3-DEBT SERVICE FUND

Revenues	120.00
Expenditures	33,818.40
Revenue Over (Under) Expenditures	(33,698.40)
Projected Fund Balance, Beginning	39,827.64
Less Minimum Fund Balance Restricted	6,129.24
Projected Available Fund Balance, Ending	<u>-</u>

215 - SALES TAX DISTRICT NO. 3-DEBT SERVICE FUND

Revenues	3,468,485.42
Expenditures	3,443,393.76
Revenue Over (Under) Expenditures	25,091.66
Projected Fund Balance, Beginning	1,697,754.75
Less Minimum Fund Balance Restricted	1,722,846.41
Projected Available Fund Balance, Ending	<u>-</u>

222 - UTILITY OPERATIONS-DEBT SERVICE FUND

Revenues	357,849.00
Expenditures	356,149.25
Revenue Over (Under) Expenditures	1,699.75
Projected Fund Balance, Beginning	55,610.13
Less Minimum Fund Balance Restricted	57,309.88
Projected Available Fund Balance, Ending	<u>-</u>

233 - ST. TAMMANY PARISH LIBRARY-DEBT SERVICE FUND

Revenues	420,494.00
Expenditures	419,693.76
Revenue Over (Under) Expenditures	800.24
Projected Fund Balance, Beginning	424,241.44
Less Minimum Fund Balance Restricted	425,041.68
Projected Available Fund Balance, Ending	-

234 - ST. TAMMANY PARISH JAIL-DEBT SERVICE FUND

Revenues	477,018.24
Expenditures	1,857,636.50
Revenue Over (Under) Expenditures	(1,380,618.26)
Projected Fund Balance, Beginning	2,860,132.54
Less Minimum Fund Balance Restricted	1,479,514.28
Projected Available Fund Balance, Ending	-

237 - JUSTICE CENTER COMPLEX-DEBT SERVICE FUND

Revenues	892,800.00
Expenditures	3,446,800.00
Revenue Over (Under) Expenditures	(2,554,000.00)
Projected Fund Balance, Beginning	6,219,935.93
Less Minimum Fund Balance Restricted	3,665,935.93
Projected Available Fund Balance, Ending	-

239 - ST. TAMMANY PARISH CORONER-DEBT SERVICE FUND

Revenues	746,451.25
Expenditures	736,463.76
Revenue Over (Under) Expenditures	9,987.49
Projected Fund Balance, Beginning	1,263,053.54
Less Minimum Fund Balance Restricted	1,273,041.03
Projected Available Fund Balance, Ending	-

SECTION IV: The Internal Service Funds are adopted as follows:

511 - WELLNESS CENTER BUILDING FUND

Revenues	77,211.00
Expenditures	100,455.54

512 - SAFE HAVEN COMPLEX FUND

Revenues	989,012.52
Expenditures	1,422,730.83

513 - FAIRGROUNDS BUILDING FUND

Revenues	81,896.16
Expenditures	99,371.28

515 - PUBLIC WORKS COMPLEX FUND

Revenues	292,766.32
Expenditures	409,028.00

520 - ST. TAMMANY PARISH ADMINISTRATIVE AND JUSTICE CENTER COMPLEX-EAST FUND

Revenues	551,211.08
Expenditures	827,422.59

522 - EMERGENCY OPERATIONS CENTER FUND

Revenues	435,556.52
Expenditures	708,996.52

525 - ST. TAMMANY PARISH GOVERNMENT KOOP DRIVE COMPLEX FUND

Revenues	1,028,731.48
Expenditures	1,456,930.52

537 - JUSTICE CENTER COMPLEX FUND

Revenues	3,524,352.96
Expenditures	5,300,461.80

SECTION V: The Enterprise Funds are adopted as follows:

622 - UTILITY OPERATIONS FUND

Revenues	13,700,134.60
Expenditures	14,610,264.96

SECTION VI: If any provisions of this ordinance shall be held to be invalid, such invalidity shall not affect any other provision herein which can be given effect without the invalid provision and to this end the provisions of this ordinance are hereby declared to be severable.

SECTION VII: This Budget shall be monitored every month beginning January 2018 with a review of all Funds to determine any necessary adjustments to be made.

SECTION VIII: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION IX: This ordinance shall be effective upon enactment.

MOVED FOR ADOPTION BY:

SECONDED BY:

WHEREUPON, THIS ORDINANCE WAS SUBMITTED TO A VOTE AND RESULTED IN THE FOLLOWING

YEAS:

NAYS:

ABSTAINING:

ABSENT:

THIS ORDINANCE WAS DECLARED DULY ADOPTED AT A MEETING OF THE ST TAMMANY
PARISH COUNCIL HELD ON THE _____ DAY OF _____ 2017; AND BECOMES ORDINANCE
SERIES NO. _____.

STEVE STEFANCIK, COUNCIL CHAIRMAN
ST. TAMMANY PARISH COUNCIL

PATRICIA BRISTER, PARISH PRESIDENT
ST. TAMMANY PARISH GOVERNMENT

ATTEST:

THERESA FORD, CLERK OF COUNCIL

Published Introduction: SEPTEMBER 20, 2017

Published Adoption:

Delivered to Parish President:

Returned to Council Clerk: