



REGULAR CITY COUNCIL MEETING

Tuesday, December 12, 2023, at 7:00 PM

CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX

Off: 325-869-2211 | Fax: 325-869-5075

AGENDA

1. CALL TO ORDER AND ROLL CALL

Mayor and Council Members

Mayor Agapito Torres

Mayor Pro Tem Jennifer Martinez

Council Member Renae Rodgers

Council Member Grover Hall

Council Member Randy Dunaway

Council Member Bradley Gandy

Staff

City Administrator Priscilla Aguirre

Assistant to City Administrator Victoria Ramirez

Ronnie Winans, Public Works Supervisor

Joey Delgado, City Attorney

2. INVOCATION

3. WORKSHOP

No action to be taken. Staff reports regarding Current Projects and Plans, Ordinances and Compliance, Water Usage, Grant Opportunities and Status of Current Grants, Economic Development, Business, and Other Agenda Items listed below.

A. City Administrator Report

B. Public Works Supervisor Report

4. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

A. Executive Session: Called under Chapter 551 Government Code, Section 551.071, to seek the advice of its attorney on legal matters, Section 551.072, for deliberations regarding real estate, Section 551.074 for deliberations regarding a specific officer or employee matters regarding wages and hiring, Eden Economic Development Corporation administrative matters, and Certain building projects within the City of Eden, 551.073 (Deliberations about Gifts and Donations) regarding employee appreciation.

B. Discussion regarding the EEDC's request to purchase or have deeded the Green Apple compound to assist in marketing to sell the whole property.

C. Discussion regarding Bureau Veritas North America, INC. Standard Professional Services Agreement.

D. Discussion regarding Assessment of the City of Eden, City Hall, and Water plant.

E. Discussion regarding IT Support Service Agreements

- F. Discussion regarding the Maintenance, Management of Concho Springs Golf Course
- G. Discussion regarding the Eden Economic Development Coordinator position
- H. Discussion regarding Food truck vendors.
- I. Discussion regarding personnel, wages, appreciation.

5. PRESENTATIONS BY CITIZENS

Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Mayor. The Mayor and City Council may establish a time limit, as necessary.

6. REPORTS OF OTHER AGENCIES, COMMISSIONS, & STAFF

- A. Eden Economic Development Corporation: Brent Frazier, President

7. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

- [A.](#) Approval of the City of Eden Investment Report Month Ending November 2023
- [B.](#) Approval of Financial Statement month ending November 2023
- [C.](#) Approval of August 31, 2023, Public Hearing Minutes
- [D.](#) Approval of August 31, 2023, Special Session Meeting
- [E.](#) Approval of September 5, 2023, Special Session Minutes
- [F.](#) Approval of September 12, 2023, Regular Session Minutes - Corrected
- [G.](#) Approval of September 25, 2023, Executive Session Minutes
- [H.](#) Approval of September 25, 2023, Special Session Minutes

8. BUSINESS

Consideration and Possible Action On:

- [A.](#) Annual Review of the City of Eden’s Investment Policy
- [B.](#) Mayor Torres signing the Investment Policy Resolution
- [C.](#) Code Professional Services
- [D.](#) Maintenance and Management of Concho Springs Golf Course.
- [E.](#) 305-311 S Main Street, known as Green Apple Art Center Property
- [F.](#) City of Eden Water plant and City Hall properties
- [G.](#) IT Support service agreements
- [H.](#) Eden Economic Development Coordinator position
- [I.](#) Food Truck Vendors scheduled at City of Eden Square
- [J.](#) Approval of November 2023 Bills

9. ADJOURN

Notice is posted in accordance with Chapter 551 Government Code, Vernon’s Texas Codes, Annotated. I certify that the above notice of meeting was posted on the bulletin board located at City of Eden City Hall December 9, 2023, by 5:00 pm.

Priscilla Aguirre, City Secretary/Administrator

All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (325) 869-2211.

Ordinance No. 2018-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDEN, TEXAS ADOPTING REGULATIONS FOR FOOD TRUCKS; PROVIDING DEFINITIONS; ESTABLISHING LICENSE REQUIREMENTS; ESTABLISHING LOCATION RESTRICTIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Eden City Council desires to provide its residents and visitors with a variety of dining options by allowing food trucks to operate in Eden; and

WHEREAS, the Eden City Council desires to establish regulations that will allow food trucks to operate within the city limits of Eden in an orderly, safe and healthful manner; and

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EDEN, TEXAS:

Sec. 1. - Definitions.

- (a) Food Truck- a self-propelled vehicle or trailer that is readily mobile with no permanent fixed location, the vendor of which prepares all or most of its food on board the vehicle to serve or distribute to customers in a form suitable for immediate ingestion or consumption.
- (b) Food Truck Park- an area on private property designated to accommodate two or more food trucks.

Sec. 2. - License.

- (a) Every food truck that conducts business within the Eden city limits shall obtain an annual license. (Exception made only for vendors attending singular annual events such as Chamber of Commerce or Saddle Club sponsored events with set times/dates/locations as acknowledged by the City)
- (b) An application for a license as required under this ordinance shall be filed with the City Office and shall contain such information as the city may require. A license fee, as established by the city council, herein, shall accompany every application submitted.
- (c) Licenses for food trucks shall be valid for one year after the date of issuance.
- (d) The license shall be displayed on the food truck at all times in a conspicuous place where it can be readily viewed by the general public.
- (e) Annual License Fee \$200.00

Sec. 3. - Zoning and location restrictions.

- (a) Food trucks conducting business on private property shall not:
 - i. Be parked on any property zoned for or occupied by a single-family or two-family residence (a duplex).
 - ii. Be parked on a property without the permission of the property owner. Food trucks must comply if asked to leave by the property owner.
- (b) Food trucks conducting business from public streets shall not:
 - i. Be parked on any public street designated as a no parking zone.
 - ii. Be parked on a public street fronting any property zoned for or occupied by a one-family or two-family residence.

- (c) No more than one food truck is allowed to operate on any lot at any given time unless located within an approved Food Truck Park.
- (d) Food trucks shall not be parked overnight in any area of the city zoned for or occupied by a one-family or two-family residence.

Section 4. -Duration of stay.

- (a) Food trucks operating on private property shall not be parked on the property for a duration exceeding ten hours per location per day.
- (b) Food trucks operating from public streets shall not be parked in one location for a duration exceeding ten hours per location per day.
- (c) No food truck shall operate between the hours of 1:00 a.m. and 6:00 a.m.

Section 5. -Other requirements.

- (a) The food choices for Food Trucks shall be limited to those that can be served or prepared in compliance with the Texas Food Establishment Rules.
- (b) Food trucks shall not serve alcoholic beverages.
- (c) Each Food Truck shall be equipped with a portable trash receptacle placed near the unit, and shall be responsible for proper disposal of solid waste. All disturbed areas must be cleaned following each stop to a minimum of 25 feet from the sales location. Liquid spills near the unit shall be properly cleaned following each stop.
- (d) The company name shall be displayed on at least two sides of the food truck.

Sec 6. -Texas Food Establishment Rules.

Food trucks must comply with all regulations that pertain to Mobile Food Units as set forth in the Department of State Health Services' Texas Food Establishment Rules.

Sec 7. -Severability Clause.

If any word, phrase, clause, sentence, or paragraph of this ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, the other provisions of this ordinance or the Unified Development Code will continue in force if they can be given effect without the invalid portion.

All ordinances and resolution or parts of ordinances or resolutions in conflict with this ordinance are repealed.

PASSED AND APPROVED AND ADOPTED this ____th day of _____, 2018.

Attest:

Agapito Torres, Mayor

Celina Hemmeter, City Secretary



Integris.

City of Eden IT Assessment Report

Presented to:

City of Eden
120 Paint Rock Street
Eden, TX 76837

Prepared by:

Tim Dickson, Account Executive
tim.dickson@integrisit.com

Ray Miculob, Solutions Architect
ray.miculob@integrisit.com

Date:

Monday, November 13, 2023

Assessment Overview

At Integris, we require all our incoming Empower clients to let us conduct a paid assessment before we start. Why? Because we believe it is the best way to ensure that the work that we do for you is focused, economical, and effective. With a single, comprehensive examination, you will ensure our engagement with you gets off to the right start, helping you:

- Spend wisely, eliminating errors and waste
- Reduce onboarding time
- Identify gaps and inefficiencies in your operations, before we begin
- Create a predictable infrastructure development timeline and budget
- Establish KPIs for your systems, to monitor its health and security

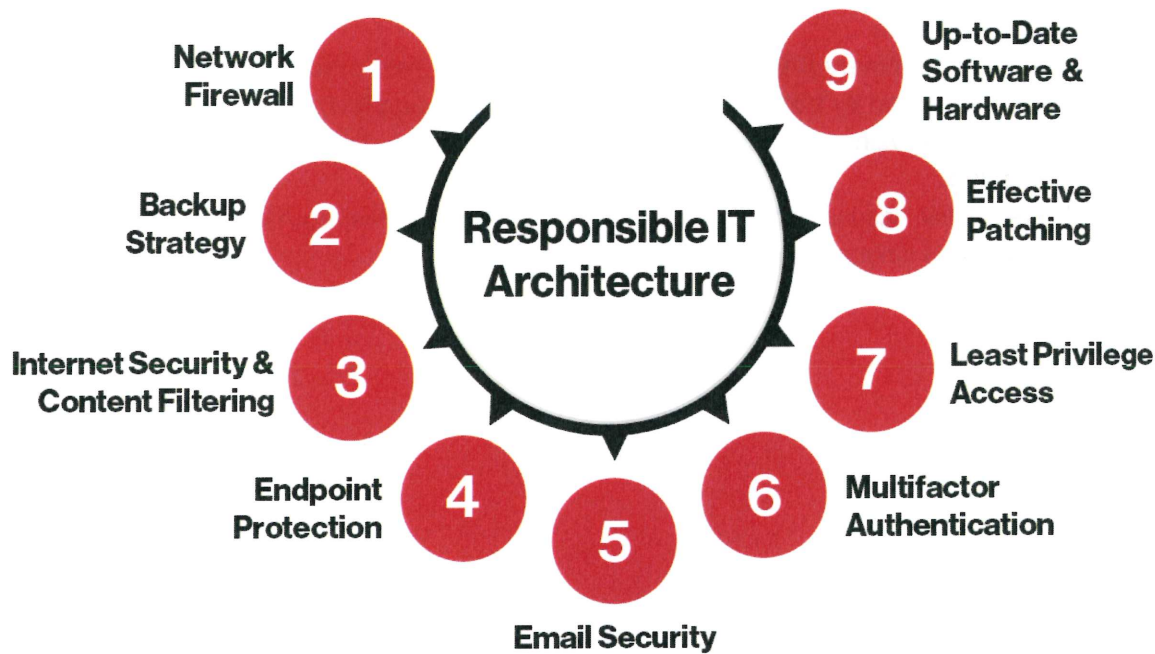
This ensures your systems are aligned with our Responsible IT Architecture.

Responsible IT Architecture

Responsible IT Architecture is our own term. But the idea behind it is simple. We believe that every Empower client should have a baseline of products that keeps their cybersecurity covered, and their productivity assured. Integris can deliver on that promise. The bottom line, however, is this—we will not work with clients unless we are working on a solid IT foundation. With our Responsible IT Architecture program, we strive to:

- Create a network of defense that catches hacks outside and inside your systems
- Create a platform that protects you against outages, disasters, and data loss
- Continuously patch, monitor, and remediate vulnerabilities in your system
- Qualify for cyber risk insurance
- Have proper authentications & access protocols
- Secure all your endpoints
- Install tools that filter and quarantine content
- Calibrate your backups to match your usage and data needs

Our assessment identifies the gaps in your systems and provides the solutions needed to bring your company into alignment.



The Assessment Process

Our assessment has covered all areas of your IT infrastructure, from your physical network, through your software/hardware assets, to your policies and partnerships. This document includes a gap analysis, a remediation plan, and an infrastructure roadmap and budget. We will help you set goals, and achieve them, so you can take your business to the next level.

What Our Assessments Cover

1. Onsite evaluation of inventory, secure configuration, and access of hardware devices on the network. To include, but not limited to:
2. Laptops, workstations, switches, firewalls, servers
3. Remote evaluation of inventory, secure configuration, and access of software on the network. To include, but not limited to:
4. Operating systems, line of business application, software licenses, remote access, backup & disaster recovery
5. Security software analysis to include, but not limited to, security information and event management (SIEM), internet content filtering, email security gateway, antivirus, multi-factor authentication (MFA), mobile device management (MDM), wireless access control

6. Dark Web Scan – provides organization with a report of your digital credentials on the dark web
7. Executive Summary Report with a list of gaps, risks, best practices, and solutions ranked by business impact (high, medium, and low) associated with each finding, using gap assessment methodology supported by N.I.S.T. framework
8. Vulnerability Assessment Reports including a Security Posture Assessment and Snapshot of Critical Information Security Risks.

Empower Assessment Findings

Our expert engineers have taken a thorough assessment of your entire environment. Feel free to review this document with your current IT provider or IT team and if you would like to take a deep dive into the technical pieces, we are more than happy to schedule a follow up call.

The following technology deficiencies have been discovered during our technology audit:

Business Impact – HIGH

Finding 1. Outdated Server Infrastructure

At the time of assessment, the organization’s primary server experienced drive failures. An IT provider was able to recover the server using a secondary server that was already in hand. The secondary server is a Supermicro device that is antiquated and not under warranty.

It is highly recommended that the organization migrate the server’s data and services to a new server that is under warranty.

Executive Summary: Mission critical systems and services should be running on platforms that are supported by manufacturer and have valid warranty, so in the event of failure organization has quick access to parts and services needed to bring failed system up.

Finding 2. Incomplete Backup and Disaster Recovery Strategy

At the time of assessment, the server was not being backed up. This puts the organization’s critical data at risk. There were also no backups of M365.

As a short-term solution, it is recommended that we implement Integris backups for the server and for M365.

In the long term, the following should be considered:

- Review where critical data resides, what the backup strategy around it is, and how quickly data can be recovered and accessed in the event of disaster
- Ensure each critical data set is backed up and then replicated off-site
- Document recovery process along with RTO and RPO and communicate those metrics to stakeholders

- Create a process around testing existing backup strategy on regular basis and reporting on lessons learned
- Review existing backup retention and confirm if sufficient

Executive Summary: Recovery Point Objective (RPO) and Recovery Time Objective (RTO) are two of the most important parameters of a disaster recovery or data protection plan. These objectives guide enterprises to choose an optimal data backup plan for their business. Recovery Point Objective (RPO) describes the interval of time that might pass during a disruption before the quantity of data lost during that period exceeds the Business Continuity Plan’s maximum allowable threshold or “tolerance.” The Recovery Time Objective (RTO) is the duration of time and a service level within which a business process must be restored after a disaster to avoid unacceptable consequences associated with a break in continuity. In other words, the RTO is the answer to the question: “How much time did it take to recover after notification of business process disruption?”

Finding 3. Next-Gen Firewall Requires Follow-up

The FortiGate 30E is not the default gateway for the network. The Frontier modem is plugged straight to the switch and is acting as the default gateway, effectively nullifying the FortiGate’s function as a gateway security device. Additionally, the 30E is 1 generation behind and possibly over 5 years of age.

It is recommended that an Integris next-generation firewall with gateway antivirus, content filtering and intrusion prevention/detection features be put in place to protect the organization’s LAN.

Executive Summary: Next-generation firewalls have developed out of necessity in today’s computing environments, where malware attacks have grown in sophistication and intensity and have found ways of exploiting weaknesses in traditional firewalls. Because the firewall is the first line of defense against such attacks, and protection of the corporate network is of the utmost importance, firewalls have evolved as well to meet modern day threats. Where traditional firewalls have failed is in their inability to inspect the data payload of network packets and their lack of granular intelligence in distinguishing various kinds of web traffic.

Because most network traffic uses web protocols, traditional firewalls cannot distinguish between legitimate business applications and attacks, so they must either allow all or reject all. As a result, next-gen firewalls have been developed to carry out advanced security functions without impacting the latency of the network. Next-gen firewalls can detect and analyze suspicious network patterns as well as decrypt HTTPS/SSL network traffic (approx. 70% of Internet traffic).

Finding 4. Missing Antivirus on Endpoints

Some of the endpoints had Comodo AV installed but there were a few that did not have any.

It is recommended that all endpoints have Integris' EDR solution in place.

Executive Summary: For desktops and laptops, where new viruses and virus outbreaks are most common, one of the main advantages of an enterprise AV system is the ability to manage the software and monitor from a central server. This allows for real-time alerting, updates, and the ability to apply the same configuration to all systems. Standalone systems can be highly effective in searching for and finding vulnerabilities. However, because of the lack of attention from IT administrators, this system may fail very quickly and lead to a compromised network.

Finding 5. Endpoints are not Protected by Internet Content Filtering System

Internet access is currently unrestricted and not monitored, which exposes end users to a wide variety of risks. It is recommended to deploy an intelligent Internet security and content filtering system to provide another layer of protection for all users in the office.

It is recommended to deploy an intelligent Internet security and content filtering system to provide another layer of protection for all users in the office and while outside the office.

Executive Summary: An Internet security and content filtering system enables the users of the network to enjoy the benefits of the Internet while remaining protected from inappropriate or harmful content. It also ensures productivity and maintains compliance for applicable business and regulatory requirements. The system allows for creating and deploying user specific policies, which will not only eliminate access to commonly restricted timewasters, but more importantly, protect users from malicious websites by blocking access to them.

Finding 6. Insufficient Email Continuity and Security

Organization uses M365 for its email needs and its built-in antispam system to ensure that no unwanted and vulnerable messages end up going to end user's mailboxes. Those built-in tools are often not sufficient to prevent phishing and other email related threats. It is recommended to employ a 3rd party email security gateway to inspect incoming and outgoing email for the organization.

It is recommended to deploy Integris Email Security for M365. We will also implement email encryption as this was a desired feature.

Executive Summary: Email remains the number one method of communication for most organizations. It is also the number one method used by cybercriminals to infiltrate your network, steal, or corrupt your data and damage your reputation. Methods of attacking email are growing more targeted, more sophisticated, and more dangerous. A secure email gateway is essential to protecting your business from malicious content contained within emails by preventing them from reaching their intended recipient. By placing malicious emails into quarantine or blocking the sender, a secure email gateway significantly reduces the number of successful compromises of user credentials, email hosts and sensitive company data. A secure email gateway offers a robust framework of technologies that protect against these email-borne threats. It is effectively a firewall for your email, and scans both outbound and inbound email for any malicious content. At a minimum, most secure gateways offer a minimum of four security features: virus and malware blocking, spam filtering, content filtering and email archiving.

Finding 7. Multifactor Authentication for M365 not Enforced

The organization's M365 environment is not enforced with multifactor authentication. This puts the organization's data at elevated risk.

It is recommended that MFA be enforced for all accounts.

Executive Summary: Multi-factor authentication is a security system that requires more than one method of authentication from independent categories of credentials to verify the user's identity for a login or other transaction. Multi-factor authentication combines two or more independent credentials: what the user knows (password), what the user has (security token) and/or what the user is (biometric verification). The goal of multi-factor authentication is to create a layered defense and make it more difficult for an unauthorized person to access a target such as a physical location, computing device, network, or database. If one factor is compromised or broken, the attacker still has at least one more barrier to breach before successfully breaking into the target.

Finding 8. Regular User Accounts with Administrative Rights

The PCs that were assessed did not have regular accounts as local admins. However, we found that a daily use M365 account is a global admin.

It is recommended that global admin accounts be separate accounts to mitigate security risks.

Executive Summary: An account with administrative access has the power to make changes to a system. Those changes may be for good, such as updates, or for bad, such as opening a backdoor for an attacker to access the system. While an administrator would hopefully not do anything nefarious to his/her company's systems purposefully, the act of using administrative accounts for daily activities can lead to just that.

Allowing a systems administrator, especially one with Domain Administrator privileges, to access his/her e-mail and the Internet via their administrative account makes it easier for attackers to introduce malware via a phishing attack or gain those credentials by using impersonation, which is a common attack in the Microsoft Windows environment.

Finding 9. Weak Patch Management Strategy

All Windows endpoints are configured with native Windows patch management. Patches are not tested before being deployed and there is no process in place. It is also clear that no other applications beyond the Windows operating systems are being patched on a regular basis (Java, Adobe, etc.), which could open serious security holes for the network.

It is recommended to implement Integris Patch Management to ensure endpoints are updated and secure.

Executive Summary: Patch management is a strategy for managing patches or upgrades for software applications and technologies. A patch management plan can help a business or organization handle these changes efficiently. Software patches are often necessary to fix existing problems with software that are noticed after the initial release. Many of these patches have to do with security. Others may have to do with specific functionality for programs. Proper patch management strategy includes all applications deployed in production environment and allows for deploying only patches that have been tested and approved by administrators.

Finding 10. Weak Password Management Strategy

Passwords for critical systems are kept in a binder.

It is recommended that passwords be kept in a proper password management system like LastPass or 1Password.

Executive Summary: A password management system is essential for both personal and business use. It is a software application designed to store and manage

passwords securely, eliminating the need for users to remember multiple complex passwords.

Business Impact – MEDIUM

Finding 11. PC Life Cycle Management/Lack of Standardization

The organization has a mix of Asus and custom-built PCs. They are all running Windows 11 Pro and are domain joined. The warranty and age of these PCs are unknown.

It is recommended that critical PCs be under warranty and within 5 years of age to mitigate downtime.

Executive Summary: Standardizing PCs is crucial for businesses and organizations to ensure efficiency, cost-effectiveness, and compatibility. By establishing a standard hardware and software configuration, organizations can streamline their IT processes, reduce downtime, and minimize compatibility issues.

Standardization also simplifies IT management by allowing administrators to manage a consistent set of hardware and software across the organization. It facilitates software updates and maintenance, enabling administrators to apply updates across the organization simultaneously. Standardization also provides better security by ensuring that all systems have the latest security updates and patches.

In addition, standardizing PCs can result in cost savings due to bulk purchasing of standardized hardware and software. It can also reduce training costs for employees, as they only need to be trained on a single standard system, rather than multiple variations.

Finding 12. M365 Deployment Requires Follow-Up

Certain M365 hardening features are not in place. We recommend reviewing and remediating any discrepancies of the following items:

- External Banners
- Retention Policies
- Data loss prevention (DLP) policies
- Unified Audit Logging
- Mailbox Audit Logging
- Secure accounts not accessed in last 30 days

It is recommended that the existing configuration be reviewed and remediated to ensure it aligns with industry best practices and/or any compliance requirements that the organization may have.

Executive Summary: In Microsoft 365, there are currently close to 1000 security options and switches that should be reviewed at the time of implementation and then on a regular basis to ensure compliance with organizations policies and desired security posture. It is often assumed that security is enabled by default with cloud applications, but that is unfortunately an incorrect assumption.

Finding 13. Network Infrastructure Requires Follow-Up

The Netgear GS724T switch is end of life as of 9/2023. The Unifi wireless access points are installed behind a printer and low to the ground which is not optimal.

It is recommended that the switch be replaced to ensure uptime. The Unifi access points should be mounted up high and not behind objects that can obstruct wireless signals. Consider replacing the Unifi APs as well as the age of the existing ones is unknown.

Executive Summary: Business-class switches and wireless access points offer distinct advantages for organizations seeking robust and efficient network solutions. Business switches excel in reliability, scalability, and advanced management, supporting features like VLANs, QoS, redundancy, and heightened security measures. They are tailored for demanding network environments, ensuring consistent performance, and accommodating expansion needs. In contrast, business-class wireless access points provide superior coverage and capacity, accommodating a larger number of concurrent users and offering dual or tri-band support for reduced interference. These access points often come with centralized management capabilities, advanced security features, and seamless roaming to enhance network efficiency and security. Overall, business-class switches and wireless access points are essential for organizations requiring high-performance, scalable, and secure networking solutions.

Businesses opting for these solutions benefit from enhanced network performance and reliability, enabling efficient data handling and minimizing downtime. Moreover, the advanced management features empower administrators to configure and monitor networks effectively, while the robust security measures protect against unauthorized access and threats. With a focus on scalability and seamless integration, business-class switches and wireless access points are ideal choices for organizations seeking resilient, high-performing networking infrastructure to support their growing needs and ensure uninterrupted operation.

Finding 14. Information Security Officer

The organization does not have a clearly defined responsibility for information security. Depending on the firm’s long-term strategy and resources, it is recommended to either bring Chief Information Security Offices on staff or engage with consulting firm to provide ongoing oversight and leadership for information security.

Executive Summary: In the rapidly evolving world of cybersecurity, installing a firewall and having a staff meeting about phishing emails isn’t going to cut it anymore. Federal regulations like HIPAA, EU GDPR, NYDFS clearly outline the minimum-security requirements all businesses need to comply with to be considered secure. To remain compliant, your business needs policies and procedures in place that go way beyond a firewall. A Chief Information Security Officer (CISO) understands these regulations and how they apply to your business and technology infrastructure.

Business Impact – LOW

Finding 15. Internet Redundancy

The organization has 1 cable internet circuit from Frontier. **It is recommended** that redundant Internet connections be put in place to mitigate downtime.

Executive Summary: Due to the ever-increasing reliance on the internet, many businesses have implemented or are considering a secondary, redundant internet connection. Having a failover is particularly important if your voice traffic flows through your internet connection and if most of your mission critical business applications are cloud-based. Internet service is less expensive than ever. A second internet connection, a router with the right capabilities and some configuration time is inexpensive insurance against an event that could bring the productivity of your employees to a grinding halt.

Finding 16. Information Technology Governance Needs Follow-Up

It has been noted that the organization does not have policies or may have policies that are out of date that define processes and procedures around IT management, i.e., change management policy, user account management policy, incident response policy, remote access policy, etc. This could create confusion and inconsistent results across the organization, but also puts the organization in a potentially non-compliant

position with certain regulations. Your assigned Integris vCIO can work with the organization to create or update these policies.

Executive Summary: IT governance provides a structure for aligning IT strategy with business strategy. By following a formal framework, organizations can produce measurable results toward achieving their strategies and goals. A formal program also takes stakeholders' interests into account, as well as the needs of staff and the processes they follow. In the big picture, IT governance is an integral part of overall enterprise governance.

Finding 17. End User Education Program – Human Firewall

Organization does not have a program or process to educate its users about existing and upcoming cybersecurity threats.

It is recommended to engage an automated system to train users via a series of mandatory videos and randomized follow up exercises, i.e., phishing campaigns.

Executive Summary: The definition of a human firewall is straightforward. It is a commitment of a group of employees to follow best practices to prevent as well as report any data breaches or suspicious activity. The more employees you have committed to being a part of the firewall, the stronger it gets. The importance of this added human layer of protection lies in the fact that many breaches are due to employee error. Software, too, makes mistakes, i.e., sometimes allowing phishing messages through or red-flagging real communications. Therefore, it is felt that the vigilant human can see potential hazards software misses and can prevent errors from being made. However, to have your firewall be as successful as possible, it is important to ensure there is a system in place to support it.

Empower your team with the right technology.

To provide a complete and effective IT team for our clients, Integris has developed a unique approach that gives our Clients the best possible experience – the Empowered Approach.

Integris' Empowered Approach is a great fit for any client without IT staff, who is looking for a mature and reliable IT support partner, so the organization can stay focused on running a successful business. When engaged, Integris proactively manages client's IT infrastructure, supports all end users, and prevents downtime that can impact Client's business and productivity.

The Empowered Approach is divided into four service areas: Service Desk, IT Systems, IT Consulting, and a Dedicated IT Team, overseen by an Integris virtual Chief Information Officer (vCIO), who provides advice on best practices and strategy.



Service Desk

Our Service Desk is responsible for providing network, server and computer support to our clients and their end users. This includes unlimited phone and remote support. Onsite support is available for any issues that cannot be resolved remotely. Options to extend coverage for companies in multiple time zones and specialized use cases are available.

In addition, Service Desk includes:

- Incident Tracking & Ticketing – each service request is logged and tracked in our ticketing system
- Technology Vendor Management:
 - Internet service provider
 - Phones
 - Printers
 - Line of business applications

IT Systems

IT Systems is responsible for keeping the entire Information Technology environment up and running, secure, and backed up. All of that is being monitored 24x7x365 and includes:

- Network and system monitoring
- Patch management
- Backup management (for Integris backup systems)

Dedicated IT Team

Your Dedicated IT Team is focused on proactive maintenance of your environments. They complete proactive network maintenance and regular inspections of your technology environment to verify its stability, security, and performance as well as alignment with industry best practices. That also includes:

- Thorough documentation of environment
- Confirm Integris' standards across all systems
- Deep understanding of line of business applications
- Understanding of company, users, and technology goals

IT Consulting

In a competitive business environment, organizations that take a strategic approach to technology are best able to overcome competitive pressures, surmount technology challenges, and foster lasting success.

We provide technical leadership and direction for operational improvements to streamline your business and fuel growth. Our team will assist with purchasing, the creation and review of annual IT budgets, sharing thought leadership, and so much more. Integris's vCIO service will be led by a Senior Engineer with the business acumen to lead your company's long-term technology initiatives. Your vCIO will proactively work with the point of contact to assess security, risk, and productivity so your organization is getting the most out of every dollar spent on IT.

- Formulate strategic IT goals
- Plan the IT budget
- Plan disaster recovery and business continuity
- 3rd party technology research and software evaluations and consultation
- Analyze, and rework business processes related to IT
- Facilitate technology change
- Regularly schedule technology business reviews

Monthly Managed IT Service Solutions

Summary:

Empower+ Managed IT Services with Responsible IT Architecture Remediation Project

Total Monthly Fee: **\$2,828.83** Total One-Time Investment: **\$18,074.00**

Empower Managed IT Services with Responsible IT Architecture Remediation Project

Total Monthly Fee: **\$2,313.83** Total One-Time Investment: **\$18,074.00**

**Financing options are available for the one-time investment over 36 months. Please let us know if you would like more information.*

Option #1: Empower+

Empower+ combines the local presence and expertise of our engineers and vCIOs with our always-on help desk and ticketing system. Our team truly becomes a part of your team. You can review our full service schedule [here](#).

- New user setup as per Integris defined checklist/process
- Departing user termination as per Integris defined checklist/process
- New desktop/laptop computer setup (if hardware purchased from Integris as per Integris defined new computer setup checklist/process)
- Technology vendor management (copier company, ISP, etc.)
- Integris' standard network documentation
- Access to on-call team outside of business hours (after hours support billed on hourly basis)

Up to 13 computers included

- Each additional computer - \$155.00
- Desktop related issues are covered M-F between 8:00 AM to 6:00 PM
- Guaranteed critical system down event response time – 4 hours

Up to 1 network included

- Each additional network - \$475.00

Regularly scheduled proactive on-site visits

Access to on-call team for after-hours support - \$195/hour x 1.5, upon receiving approval from client

36 – month commitment

Option #2: Empower

Empower includes all the expert monitoring, strategic management, and services you need, without the onsite services you may not need. It is a perfect solution for companies that are remote, or whose physical infrastructure footprint is minimal. You can review our full service schedule [here](#).

- New user setup as per Integris defined checklist/process
- Departing user termination as per Integris defined checklist/process
- New desktop/laptop computer setup (if hardware purchased from Integris as per Integris defined new computer setup checklist/process)
- Technology vendor management (copier company, ISP, etc.)
- Integris' standard network documentation
- Access to on-call team outside of business hours

Up to 13 computers included

- Each additional computer - \$115.00
- Desktop related issues are covered M-F between 8:00 AM to 6:00 PM
- Guaranteed critical system down event response time – 4 hours

Up to 1 network included

- Each additional network - \$475.00

On-site support billed on hourly basis at reduced rate – \$195/hour, upon receiving approval from client

Access to on-call team for after-hours support – \$195/hour x 1.5, upon receiving approval from client

36 – month commitment

Responsible IT Architecture Remediation Plan. The following includes the Business Impact High Findings that require immediate attention.

- Finding 1 – Server Upgrade
- Finding 2 – Backup and Disaster Recovery
- Finding 3 – Next Generation Firewall
- Finding 4 – Integris EDR
- Finding 5 – Integris Internet Security
- Finding 6 – Integris Email Security
- Finding 7 – Integris MFA
- Finding 8 – Admin Rights Remediation
- Finding 9 – Patch Management
- Finding 10 – Password Management

Finding	Monthly Subscriptions	License/hardware	Labor
1	\$0	\$10,300	\$6,084
2	\$593	\$0	\$1,900
3	\$84.33	\$150	\$950
4	\$38.50	\$0	\$1,950
5	\$21	\$0	\$1,950
6	\$56	\$0	\$950
7	\$21	\$0	\$1,950
8	\$0	\$0	\$780
9	\$0	\$0	\$780
10*	\$0	\$0	\$780
Remediation Subtotal	\$813.83	\$10,450	\$18,074
Empower	\$1,500	-	-
TOTAL	\$2,313.83	\$10,450	\$18,074

IT Assessment Solutions

Please note that the following is a line-item breakdown of projected costs for each of the 17 findings. The applicable costs for Findings 1-10 (Business Impact High) are reflected in the total monthly and total one-time costs listed on page 18.

1. Build new server and migrate data and services. (Finding 1)
 - **Estimated costs**
 - \$10,300 in server hardware, UPS, and Windows licensing
 - \$6,084 for installation and configuration
2. Implement backups for servers and M365 (Finding 2)
 - **Estimated costs**
 - \$565/month for Integris BDR Platform
 - \$28/month for Integris M365 Backups
 - \$1,900 in labor to deploy
3. Install and configure Integris Empower Firewall (Finding 3)
 - **Estimated costs**
 - \$84.33/month for Integris Empower Firewall
 - \$150 for rack mount kit
 - \$950 to install and configure
4. Install and configure Integris EDR (Finding 4)
 - **Estimated costs**
 - \$38.50/month for Integris EDR
 - \$1,950 in labor to deploy
5. Implement cloud hosted Internet Security and Content Filter (Finding 5)
 - **Estimated costs**
 - \$21/month for 7 endpoints
 - \$1,950 installation and configuration
6. Configure and deploy Integris Email Security (Advanced) (Finding 6)
 - **Estimated costs**
 - \$56/month for 7 M365 accounts
 - \$950 in labor to deploy Email Security and Encryption

- 7. Deploy Integris MFA (Finding 7)
 - **Estimated costs**
 - \$21/month for 7 accounts
 - \$1,950 in labor
- 8. Review and remediate local admin rights (Finding 8)
 - **Estimated costs**
 - \$780 in labor
- 9. Implement managed Windows and other 3rd party software updating strategy for all desktops, laptops, and servers. (Finding 9)
 - **Estimated costs**
 - \$780 installation and configuration

Note: Patch management is included in Empower solution at no additional charge (installation and configuration charge still applicable)
- 10. Implement password management system (Finding 10)
 - **Estimated costs:**
 - \$780 to assist with implementing password management system

Note: Cost of Password Management app not included.
- 11. Phased replacement of PCs (Finding 11)
 - **Estimated costs**
 - \$1,500 average cost of PCs
- 12. M365 Hardening (Finding 12)
 - **Estimated costs**
 - \$780 in labor
- 13. Replace switch and replace/mount APs in ideal locations (Finding 12)
 - **Estimated costs**
 - \$1,400 in switch and AP hardware costs (1 each)
 - \$780 installation and configuration

Note: May need assistance from low voltage vendor to install new AP drops
- 14. Deploy Integris vCISO services (Finding 14)
 - **Estimated costs**
 - \$3,450/month

- 15. Configure secondary Internet connection (Finding 15)
 - **Estimated costs**
 - \$300-\$500/site for extra Internet connection
 - \$1,170 in labor to configure and test failover/failback
- 16. Engage vCIO to assess vendors (Finding 16)
 - **Estimated costs**
 - Included with Empower agreement
- 17. Configure and deploy Security Awareness Training (Finding 17)
 - **Estimated Costs**
 - \$350/month for up to 25 users
 - \$1,450 in labor to deploy

Onboarding



The transition period is typically 30 days and includes collaboration with your current provider for the knowledge transfer of all IT systems details and credentials.

We recommend you continue service with your current provider during this time. This overlapping approach makes the transition more seamless.

Plus, the incumbent IT provider will be more likely to cooperate with account transfer details if your account is still active.

Key onboarding details cover:

- Introduction to your vCIO, Technical Operations Manager, and Project Manager at the Client Kick-off Meeting.
- Review contracted services and transition details.
- Deploy Integris remote monitoring and management tools.
- Explain how to contact Integris' support team

- Swiftly remove the highest priority risks and create a future-focused technology roadmap.
- Review and schedule remediation project to implement Responsible IT Architecture controls and address other findings highlighted in the assessment report.
- Document all critical systems, including new user setup checklist and new computer setup process
- Secure the environment and ensure that only Integris has access to the network after all systems have been documented.

Our top-notch project coordination ensures that your team knows exactly when to expect down time, transition day-to-day end user support, the impact on the business while the onboarding is being implemented and what the overall timeline is for each step of the project.

Exclusions

- Parts, equipment, or software not covered by vendor or manufacturer warranty or support.
- Costs to bring the Client's environment into compliance with Client Infrastructure Standards
- Costs of any parts, equipment, shipping, or courier charges
- The cost of any software, licensing, software renewal, or upgrade fees
- The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees
- Services and Repairs made necessary by the alteration or modification of equipment other than authorized by Service Provider including hardware or software installations or configuration changes made by Client or Client authorized third party
- Failures due to acts of God, building modifications, power events (outage, surge, brownout), or other adverse environmental conditions
- Programming (modification of software code) or troubleshooting of 3rd party add-on applications and/or plug-ins
- Support and maintenance of proprietary and custom software applications
- Website, software, SharePoint design, development, and hosting services
- Costs related to any audit or legal proceedings including discovery, subpoenas, court ordered actions
- Employee-owned laptops and PCs or any device not explicitly covered under an Integris' agreement
- Incident Response and remediation for cyber security/data breach and/or a major system vulnerability (which would not be addressed by regular patching process)
- Requests for training outside of those services explicitly offered by Integris
- Security cameras/CCTV installation or maintenance

- Environmental moves (building moves, remodels, internal relocations)
- Travel time and costs outside of 50-mile radius from Integris' office assigned to support the client.

Term, Service Pricing, and Billing Summary

- The term for the service is 36 months unless otherwise specified in the Service Order.
- The term will automatically renew for a 12-month term thereafter.
- Minimum pricing and baseline quantities are defined on the initial service order
- [Empower or Empower+] is billed monthly per endpoint (desktop, laptop, or server - physical or virtual) and per network (physical or virtual)
- [Empower or Empower +] is audited monthly. Endpoints and networks outside of quantities defined in initial service order will be billed in addition to baseline monthly fee at specified price (per endpoint and per network) and billing will align with counts at the time of the audit.
- [Empower or Empower +] is billed a month in advance and payment is expected within 15 days from the invoice date (NET15)
- The first invoice covers two (2) billing periods – the first month of service and second month billed in advance.
- First month is billed depending on actual day when services started:
 - 1 – 8th day of the month – Integris will invoice for a 100% of monthly fee
 - 9 – 23rd day of the month – Integris will invoice for 50% of the monthly fee
 - 24th – last day of the month – Integris will not invoice for services rendered that month
- Monthly charges begin the day after initial implementation is completed (the minimum required for Integris to effectively provide support to and monitor client's environment). Initial implementation is completed at the time Integris deploys support agents to at least 75% of client's endpoints.
- Invoices are processed and delivered on or about the 1st of each month.
- Empower is a subject to annual price increase of CPI (Consumer Price Index) + 2%

[Integris Master Service Agreement](#) and [Integris Full Terms and Conditions](#)

Should you decide to become a client, these two documents will be reviewed in detail.

Our Team is Your Team

At Integris, we are on a mission to bring together the personal service of local IT providers with the power of a national network.

We believe that is simpler than it sounds. Our offices offer high-touch IT services that clients love from highly experienced local team members. Our national network allows us to offer best-in-class services like dedicated vCIOs, specialized security and compliance advisory services, and more.

Our name, “Integris,” stands for integrity. And it is something we aim to deliver, every day.

Our values



People first

Integris is powered by people, so it is important we do not get wrapped up in the wires. Our people always come first.



Do the right thing

Our name is rooted in integrity. It is the heart of how we run the business and guides everything we do.



Get it done right

A single checkbox can make or break our business. No detail is too small. We want to make it right.



Own it

Every team member owns their part. We take responsibility for our clients and hold each other accountable. Success is in the numbers.

Your Local Integris Leadership

Our local leadership team of managing director, strategic operations manager and technical operations manager focus on building long-lasting, trustworthy partnerships with our clients. Check out your local team's page on our website:

<https://integrisit.com/locations/>



Mark Blalack
Managing Director



Amy Calcich
Strategic Operations Manager



Holly Connor
Technical Operations Manager

Integris in Your Community

Girl Scouts of Texas

Austin, TX



Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Any Baby Can

Austin, TX



We are a proud sponsor of Any Baby Can. Their mission is to build, develop and nurture families to unlock each child's full potential. They are a non-profit organization in Austin we have sponsored and supported.

References

Gunze Electronics

JD Morgan
Phone: 512-413-6991
Email: Jmorgan@gunzeusa.com
Website: <https://www.gunzeusa.com/>

Watkins Insurance Group

Herschel Cone
Office: (512) 452-8877
Email: hccone@watkinsinsurancegroup.com
Website: <https://watkinsinsurancegroup.com/>

Any Baby Can

Albert Ruiz
Phone: 973-665-9100
Email: Albert.ruiz@anybabycan.org
Website: <https://anybabycan.org/>

Claire Reiswerg

Sand 'N Sea Properties
Phone: 409-7975501
E-Mail: clairea@sandnsea.com
Website: <https://www.sandnsea.com/>

Testimonials

Visit [Clutch](#) for detailed, multi-faceted reviews, conducted by analysts who personally interview Integris clients by phone.

Clutch’s formal process includes business entity verification, payments and legal filings, and financial verification.

Clutch analysts solicit highly structured feedback by asking each Integris client the same five questions:

- What evidence can you share that demonstrates the impact of the engagement?
- How did Integris perform from a project management standpoint?
- What did you find most impressive about them?
- Are there any areas they could improve?
- Do you have any advice for potential customers?

“I have been a customer for more than a decade. Integris is an example of the way Managed Services should be done. We will continue to be a customer for years to come.”

Chris Ragland
Partner & CEO
Ragland Realty & Management
AUS

Integris' biggest impact for CentraSol is they give us peace of mind! If something goes wrong, we have someone knowledgeable in all aspects of IT. The amount of work they put in to make sure their clients are not left behind, no matter how big or small, is something not all IT services do.

Mike Johnson
President
CentraSol
FTW



DARK WEB COMPROMISE REPORT

Prepared for @edentexas.com

Nov 14, 2023

Section 3, Item A.

OF EXPOSED CREDENTIALS
FOR YOUR COMPANY

34



EXTERNAL THREAT INTELLIGENCE

Are you monitoring for compromised data that can be used to exploit your business?

Yes No

DATA BREACH & PRIVACY LAW COMPLIANCE

Do you have a compliant data breach response plan in place?



Yes No

YOUR INFORMATION IS ALREADY EXPOSED

This information is used to compromise your corporate services such as: Office 365, payroll services, VPNs, remote desktops, banking, VOIP, ERP, CRM, social media access, ID Theft.



WE IDENTIFY

COMPROMISES
Throughout your organization.



EMPLOYEES
CREDENTIALS ARE
A BEST SELLER
ON THE DARK WEB

WE MONITOR

24/7/365

- Hidden chat rooms
- Private websites
- Peer-to-peer networks
- IRC (Internet relay chat) channels
- Social media platforms
- Black market sites
- 640,000+ botnets

WE REPORT

80,000+

Compromised emails daily.



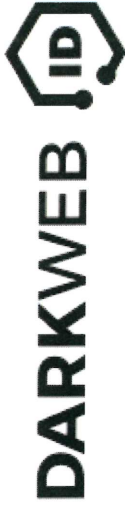
Most Recent 34 Compromises

Date Found	Email	Password Hit Source	Type	Origin	PII Hit
09/21/23	cityadmin@edentexas.com	id theft forum	Data Breach	eye4fraud.com	6
08/07/23	golf@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	5
08/07/23	cindy_adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	5
08/06/23	cindy_adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	4
02/28/23	Cindy_Adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	6
02/28/23	golf@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	5
01/06/23	econdev@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	3
01/05/23	estellaalba@edentexas.com	id theft forum	combolist	Not Disclosed	None
05/07/22	golf@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	4
05/06/22	golf@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	5
04/07/22	estellaalba@edentexas.com	id theft forum	combolist	Not Disclosed	None
12/15/21	cindy_adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	4
11/13/21	cityadmin@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	4
11/11/21	cindy_adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	6
11/08/21	cindy_adams@edentexas.com	id theft forum	Not Disclosed	Not Disclosed	6
07/14/21	utilityclerk@edentexas.com	id theft forum	Data Breach	Not Disclosed	4
07/14/21	econdev@edentexas.com	id theft forum	Data Breach	Not Disclosed	4
02/12/21	econdev@edentexas.com	id theft forum	combolist	Not Disclosed	None
07/29/20	cityadmin@edentexas.com	id theft forum	Data Breach	apollo.io-july2018	2
07/29/20	cityadmin@edentexas.com	id theft forum	Data Breach	apollo.io-july2018	3
07/29/20	econdev@edentexas.com	id theft forum	Data Breach	apollo.io-july2018	3
11/25/19	utilityclerk@edentexas.com	id theft forum	Data Breach	profileinformationfrompeopledatala bs(pdf)andoxydata.io	2



Date Found	Email	Password Hit	Source	Type	Origin	PII Hit
11/25/19	econdev@edentexas.com		id theft forum	Data Breach	profileinformationfrompeopledata	2
10/29/19	econdev@edentexas.com		id theft forum	Data Breach	bs(pdf)andoxydata.io sharethis.com- contentmanagementplugins	1
10/28/19	cityadmin@edentexas.com		id theft forum	Data Breach	canva.com	1
09/22/19	econdev@edentexas.com	pepp*****	id theft forum	combolist	Not Disclosed	None
03/23/18	econdev@edentexas.com	kate*****	id theft forum	combolist	Not Disclosed	None
02/04/17	estellaalba@edentexas.com	8e50*****	id theft forum	Data Breach	elance.com	6
01/27/17	estellaalba@edentexas.com	este*****	id theft forum	combolist	Not Disclosed	None
12/27/16	utilityclerk@edentexas.com	jose*****	id theft forum	combolist	Not Disclosed	None
06/29/16	estellaalba@edentexas.com	0x8E*****	social media	Data Breach	myspace.com	1
06/09/16	econdev@edentexas.com	5cb8*****	social media	combolist	linkedin.com	None
06/09/16	utilityclerk@edentexas.com	a028*****	social media	combolist	linkedin.com	None
11/11/13	econdev@edentexas.com	CDup*****	Dark Web Site	combolist	adobe.com	None

WHY MONITORING FOR EXPOSED CREDENTIALS IS IMPORTANT



HOW ARE CREDENTIALS COMPROMISED?



PHISHING

- Send e-mails disguised as legitimate messages
- Trick users into disclosing credentials
- Deliver malware that captures credentials



WATERING HOLES

- Target a popular site: social media, corporate intranet
- Inject malware into the code of the legitimate website
- Deliver malware to visitors that captures credentials



MALVERTISING

- Inject malware into legitimate online advertising networks
- Deliver malware to visitors that captures credentials



WEB ATTACKS

- Scan Internet-facing company assets for vulnerabilities
- Exploit discovered vulnerabilities to establish a foothold
- Move laterally through the network to discover credentials

Passwords are a twentieth-century solution to a modern-day problem. Unfortunately, user names and passwords are still the most common method for logging onto services including corporate networks, social media sites, e-commerce sites and others.

28,500

Average number of breached data records, including credentials, per U.S.-based company

User names and passwords represent the keys to the kingdom for malicious attackers. Criminals who know how to penetrate a company's defenses can easily steal hundreds or even thousands of credentials at a time.

39%

Percentage of adults in the U.S. using the same or very similar passwords for multiple online services



WHAT CAN AN ATTACKER DO WITH COMPROMISED CREDENTIALS?

Send Spam from Compromised Email Accounts

Deface Web Properties and Host Malicious Content

Install Malware on Compromised Systems

Compromise Other Accounts Using the Same Credentials

Exfiltrate Sensitive Data (Data Breach)

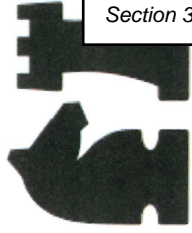
Identity Theft

PROTECTING AGAINST CREDENTIAL COMPROMISE

A criminal dealing in stolen credentials can make tens of thousands of dollars from buyers interested in purchasing credentials. And by selling those credentials to multiple buyers, organizations that experience a breach of credentials can easily be under digital assault from dozens or even hundreds of attackers.

\$1 - \$8

Typical price range for individual compromised credentials



Section 3, Item A.

City of Eden Accounts

Account Name / Obligation	Account Type	Account #	Amount
Pool Cash Account	DDA - NOW	6041	213630.7
USDA Reserve Funds	DDA - NOW	30912	1887.68
RESTRICTED TWDB Bond Reserve	DDA - MM	155555	50434.98
Golf Cart Reserve	DDA - MM	155870	19336.99
Infrastructure Account	DDA - MM	156291	245996.9
RESTRICTED USDA Debt Service Reserve Fund	DDA - MM	156312	90478.52
USDA Short-Lived Asset Reserved Fund	DDA - MM	156320	36335.08
Hwy 83 Project	SAVINGS	10023038	87295.12
RESTRICTED Cemetery	C/D	3694	97028.05
Well Improvement	C/D	36293	0
Reserve Const \$ Rep	C/D	36642	0
Reserve Street Improvements	C/D	36649	50267.62
CDBG Grants	C/D	36789	253252.1
RESTRICTED TWDB Bonds debt service Fund	DDA - BUS CKG	6262	0.6
USDA RD Project	DDA - BUS CKG	277712	54203
IGA Funds	DDA - BUS CKG	278491	157711.5
DARE Program	DDA - BUS CKG	278547	748252.5
	DDA - BUS CKG	3030483	507.55
	DDA - BUS CKG	3002373	

Type	Cusip #	Pledges		Pledged
		Maturity	Par Value	
FR#SB8013	3132D53W0	9/1/2034	21,095	17,427
FNMA (10/22 A)	3136G46S7	10/28/2025	700,000	642,950
FHLB (05/21 QJ)	3130ZLC93	2/25/2028	550,000	472,252
FHLB (08/21 QJ)	313ALC93	2/25/2028	1,560,000	1,415,794
FHLB (07/21)	3130AL5X8	2/24/2026	100,000	91,665
FHLB (10/21)	3130ALSV7	1/15/2026	200,000	189,492
US Treasury	912882CCG4	1/15/2025	100,000	967,030
Treasury Bill	912797FS1	6/15/2024	600,000	608,166
Treasury Bill	912797FV4	6/13/2024	2,100,000	2,091,684

Total Pledged 5,931,095 6,496,460

Collective balances in all Time Accounts 1,145,944

Collective balances in all Demand Accounts 960,675

FDIC Insurance -250,000

Total Accounts that need Pledges **1,856,619**

Total Accounts That Need Pledges Plus 10% **2,042,281**

Over (Under) Market Value 4,454,179

Section 7, Item A.

4/18/17 council dedicated golf cart reserve fund to be used for budget deficit as needed.
 9/11/2018 Council voted to transfer funds from 6041 to CD 36789 (\$250,000).
 9/11/2018 Council voted to Close account 6033 to Pooled Cash Acct. 6041.
 9/11/2018 Council voted to purchase replacement golf carts from fund 155870.
 4/9/2019 Council authorized opening a new account for USDA project with a transfer of \$100,000 from 6041.
 9/10/19 council approved transfer of \$100,000 for USDA project from 6041 to 278491.
 12/2019 Council authorized transfer of \$50,000 from pool cash to USDA 278491.
 5/2020 Council authorized transfer of \$50,000 from pool cash to USDA 278491.
 1/12/21 Council authorized transfer of \$30,000 from pool cash to USDA 278491.
 4/5/21 Council authorized transfer of \$50,000 from pool cash to USDA 278491.
 7/13/21 Council dedicated \$36,288.80 Industrial Park sale funds for computer upgrades/codification software.
 9/14/21 Council authorized transfer of \$25,000 from pool cash to USDA 278491.
 9/27/21 Council authorized transfer of \$459,700 Engineering Fees from pool cash to new "Infrastructure Acct." (156291).
 10/12/21 Council authorized open USDA Short Lived Asset Reserve Fund (156320)/transfer \$36,167 from 30912.
 10/12/21 Council authorized open USDA Debt Service Reserve Fund (156312)/transfer \$90,060 from 30912.
 4/2022 Council authorized transferring \$100,000 from the IGA Account #278547 to Pool Cash #6041.
 6/21/2022 Council authorized transferring \$20,000 from IGA Account #278547 to Pool Cash #6041 for the Golf account.
 7/5/22 Council authorized using \$208,440 from IGA Acct #278547 for equipment (backhoe/dump truck/utility truck/lift).
 8/2/22 Council authorized transfer of \$50,000 from IGA Account 278547 to Pool Cash 6041.
 8/30/22 Council authorized closing CD 36293 to move to a savings account and use \$34724.06 for USDA South Water.
 11/10/22 Council authorized transfer of \$65,000 from IGA Acct #278547 to Pool Cash Acct #6041.
 2/14/23 Council authorized transfer of \$100,000 from IGA Acct #278547 to Pool Cash Acct #6041.
 07/18/23 Council authorized transfer of \$50,000 from Infrastructure acct #156291 to Pool #6041 for the Golf Account
 07/18/23 Council authorized transfer of \$30,000 from Infrastructure acct #156291 to Pool #6041 for Code enforcement
 10/10/23 Council authorized transfer of \$100,000 from IGA acct #278547 to Pool Cash Acct #6041

01 -GENERAL FUND
REVENUES

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
454-8811 GREEN APPLE GRANTS & DONATI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS RECEIPTS	10,100.00	976.71	140,674.24	392.81	(130,574.24)	3,366.60	(137,307.64)
PARKS & RECREATION							
455-9201 SWIMMING POOL INCOME	2,000.00	0.00	462.00	23.10	1,538.00	666.64	204.64
TOTAL PARKS & RECREATION	2,000.00	0.00	462.00	23.10	1,538.00	666.64	204.64
TRANSFERS							
499-2001 TRANSFER IN	0.00	30,000.00	30,000.00	0.00	(30,000.00)	0.00	(30,000.00)
499-2004 DONATIONS & SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-2009 LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	30,000.00	30,000.00	0.00	(30,000.00)	0.00	(30,000.00)
FUND TOTAL REVENUES	1,036,450.00	82,593.60	452,525.90	43.66	583,924.10	345,483.08	(107,042.82)

FINANCIAL STATEMENT
FOR THE MONTH ENDING: NOVEMBER 30TH, 2023

02 WORKS & SEWER FUND
REVENUE

Section 7, Item B.
ANNUAL BUDGET CURRENT PERIOD YEAR TO DATE PERC. BUDGET BUDGET Y-T-D BUDGET VARIANCE

WATER SERVICE REVENUES

451-1101 WATER SALES-METERED	690,000.00	67,109.73	270,781.24	39.24	419,218.76	230,000.00	(40,781.24)
451-1102 WATER SALES-UNMETERED	7,000.00	90.79	1,634.91	23.36	5,365.09	2,333.32	698.41
451-1120 INFRASTRUCTURE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4401 WATER TAPPING FEES	700.00	0.00	1,900.00	271.43	(1,200.00)	233.32	(1,666.68)
451-4403 WATER CONNECTION FEES	9,000.00	985.00	3,035.00	33.72	5,965.00	3,000.00	(35.00)
451-4501 TWDB GRANT 110006	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4502 TWDB GRANT 110030	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4503 TWDB GRANT 110031	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4505 CDBG GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4506 CCA INFRASTRUCTURE MNT FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-4507 AP ARPA GENERATOR GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER SERVICE REVENUES	706,700.00	68,185.52	277,351.15	39.25	429,348.85	235,566.64	(41,784.51)

SEWER SERVICE REVENUES

452-1101 SEWER OPERATING EXP REIMB C	0.00	0.00	77.51	0.00	77.51	0.00	77.51
452-2201 SEWER SERVICE	260,000.00	23,056.75	88,673.32	34.11	171,326.68	86,666.64	(2,006.68)
452-4402 SEWER TAPPING FEES	2,000.00	800.00	3,600.00	180.00	(1,600.00)	666.64	(2,933.36)
TOTAL SEWER SERVICE REVENUES	262,000.00	23,856.75	92,195.81	35.19	169,804.19	87,333.28	(4,862.53)

SANITATION SERVICE REVENUES

453-3301 GARBAGE SERVICE	265,000.00	22,461.29	90,505.04	34.15	174,494.96	88,333.32	(2,171.72)
453-7402 LATE FEES - WATER/SEWER	10,000.00	782.16	3,185.74	31.86	6,814.26	3,333.32	147.58
TOTAL SANITATION SERVICE REVENUES	275,000.00	23,243.45	93,690.78	34.07	181,309.22	91,666.64	(2,024.14)

MISCELLANEOUS RECEIPTS

454-4404 ENVIRONMENTAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
454-5501 MISCELLANEOUS RECEIPTS	0.00	60.00	225.00	0.00	(225.00)	0.00	(225.00)
454-5510 GAIN/LOSS DISP OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
454-5801 INTEREST EARNED	1,100.00	52.36	942.25	85.66	157.75	366.64	(575.61)
454-8806 SOE GRANT FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS RECEIPTS	1,100.00	112.36	1,167.25	106.11	(67.25)	366.64	(800.61)

01 -GENERAL FUND
EXPENSES

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
519-2203 SOLICIT, PROGRAMS, BUSINESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2204 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2205 POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2206 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2207 INCENTIVE ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2208 TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2209 HOST & WEB SITE FEES	10,940.00	0.00	0.00	0.00	10,940.00	3,646.64	3,646.64
519-2211 ECON DEV MATCHING GRANT EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2501 SOCIAL SECURITY BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2601 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2701 ECON DEV HEALTH INS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2801 COVID-19 EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ECONOMIC DEVELOPMENT	10,940.00	0.00	0.00	0.00	10,940.00	3,646.64	3,646.64
CAPITAL							
589-7101 PRINCIPAL ON DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
589-8101 INTEREST PAID	0.00	0.00	0.00	0.00	0.00	0.00	0.00
589-9301 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS							
599-9901 TRANSFERS TO EVFRR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9902 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9903 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9907 TRANSFERS TO GOLF COURSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9909 TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FUND TOTAL EXPENSES	636,860.00	44,870.06	323,649.80	50.82	313,210.20	212,286.08	(111,363.72)
FUND TOTAL PROFIT (LOSS)	399,590.00	37,723.54	128,876.10	32.25	270,713.90	133,197.00	4,320.90

*** END OF REPORT ***

Section 7, Item B.
 WORKS & SEWER FUND
 EXPENSES

JUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
WATER PERSONNEL SALARIES & BEN							
501-1101 CLERICAL	90,600.00	13,525.02	51,786.68	57.16	38,813.32	30,200.00	(21,586.68)
501-1201 WATER PERSONNEL	184,000.00	12,174.25	62,577.14	34.01	121,422.86	61,333.32	(1,243.82)
501-2501 SOCIAL SECURITY BENEFITS	21,000.00	2,959.58	8,629.22	41.09	12,370.78	7,000.00	(1,629.22)
501-2601 RETIREMENT BENEFITS	18,000.00	2,099.07	8,160.48	45.34	9,839.52	6,000.00	(2,160.48)
501-2701 HEALTH INSURANCE BENEFITS	72,700.00	5,125.44	20,501.76	28.20	52,198.24	24,233.32	3,731.56
501-2801 UNEMPLOYMENT TAX	1,700.00	0.00	30.10	1.77	1,669.90	566.64	536.54
TOTAL WATER PERSONNEL SALARIES & BEN	388,000.00	35,883.36	151,685.38	39.09	236,314.62	129,333.28	(22,352.10)

JUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
WATER OPERATIONS EXPENDITURES							
502-3101 WATER OPERATIONS EXPENSE	260,000.00	(36,712.60)	214,167.26	82.37	45,832.74	86,666.64	(127,500.62)
502-3102 ELECTRIC PUMPS EXPENSE	70,000.00	6,700.81	18,047.90	25.78	51,952.10	23,333.32	5,285.42
502-3103 ELITS WELL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
502-3104 WRT CONTRACT	105,000.00	9,700.06	29,100.18	27.71	75,899.82	35,000.00	5,899.82
502-3501 POSTAGE/OFFICE EXPENSE	5,000.00	909.48	3,020.96	60.42	1,979.04	1,666.64	(1,354.32)
502-3502 TELEPHONE EXPENSE	8,500.00	811.80	3,276.68	38.55	5,223.32	2,833.32	(443.36)
502-3503 UNIFORM EXPENSE	9,000.00	0.00	1,164.19	12.94	7,835.81	3,000.00	1,835.81
502-4001 BACKHOE /AIR COMP/SKID STEE	10,000.00	252.90	2,851.02	28.51	7,148.98	3,333.32	482.30
502-4201 PICKUP OPERATING EXPENSE	12,000.00	330.00	2,346.08	19.55	9,653.92	4,000.00	1,653.92
502-4202 PICKUP FUEL EXPENSE	15,000.00	1,209.27	5,434.20	36.23	9,565.80	5,000.00	(434.20)
502-4205 EQUIPMENT RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
502-6103 PROFESSIONAL FEES-ENGINEER	5,000.00	0.00	0.00	0.00	5,000.00	1,666.64	1,666.64
502-6104 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER OPERATIONS EXPENDITURES	499,500.00	(16,798.28)	279,408.47	55.94	220,091.53	166,499.88	(112,908.59)

JUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
SEWER OPERATIONS EXPENDITURES							
503-1201 SEWER PERSONNEL	45,400.00	1,073.50	11,818.98	26.03	33,581.02	15,133.32	3,314.34
503-2501 SOCIAL SECURITY BENEFITS	3,500.00	212.74	893.39	25.53	2,606.61	1,166.64	273.25
503-2601 RETIREMENT BENEFITS	1,700.00	113.00	949.05	55.83	750.95	566.64	(382.41)
503-2701 HEALTH INSURANC BENEFITS-S	9,080.00	854.24	3,416.96	37.63	5,663.04	3,026.64	(390.32)
503-2801 UNEMPLOYMENT TAX- SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
503-3201 SEWER EXPENSE	150,000.00	4,368.52	13,925.08	9.28	136,074.92	50,000.00	36,074.92
503-3203 SEWER- ELECTRIC PUMPS EXPEN	28,000.00	2,171.68	5,944.74	21.23	22,055.26	9,333.32	3,388.58
503-3204 SEWER- POSTAGE/OFFICE EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
503-3205 SEWER- TELEPHONE EXPENSE	1,800.00	92.96	445.12	24.73	1,354.88	600.00	154.88
503-3206 SEWER- UNIFORM EXPENSE	2,000.00	0.00	229.04	11.45	1,770.96	666.64	437.60
503-3207 SEWER- PUMPHOUSE/SHOP EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
503-3208 SEWER- PICKUP OPERATING EXP	2,500.00	0.00	0.00	0.00	2,500.00	833.32	833.32
503-3209 SEWER- PICKUP FUEL EXPENSE	4,000.00	173.12	467.30	11.68	3,532.70	1,333.32	866.02
503-3210 SEWER- WORKERS COMP EXPENSE	1,800.00	0.00	0.00	0.00	1,800.00	600.00	600.00
503-3211 SLUDGE HAULING EXPENSE	3,000.00	0.00	0.00	0.00	3,000.00	1,000.00	1,000.00
503-3212 SEWER-PROPERTY/LIAB EXPENSE	21,000.00	23,835.56	23,835.56	113.50	(2,835.56)	7,000.00	16,835.56
TOTAL SEWER OPERATIONS EXPENDITURES	273,780.00	32,895.32	61,925.22	22.62	211,854.78	91,259.84	29,334.62

02 -WATERWORKS & SEWER FUND
 REVENUES

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
TRANSFERS							
=====							
499-2004 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FUND TOTAL REVENUES	1,244,800.00	115,398.08	464,404.99	37.31	780,395.01	414,933.20	(49,471.79)
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GENERAL FUND
ACCOUNT

ANNUAL BUDGET CURRENT PERIOD YEAR TO DATE PERC. BUDGET BUDGET BALANCE Y-T-D BUDGET BUDGET VARIANCE

ADMINISTRATION

511-1401	MAYOR SALARY	9,600.00	800.00	4,000.00	41.67	5,600.00	3,200.00	800.00
511-1501	CITY ADMINISTRATION SAL	70,000.00	0.00	3,164.82	4.52	66,835.18	23,333.32	20,168.50
511-2501	SOCIAL SECURITY BENEFITS	6,500.00	159.03	658.31	10.13	5,841.69	2,166.64	1,508.33
511-2601	RETIREMENT BENEFITS	3,800.00	72.89	376.48	9.91	3,423.52	1,266.64	890.16
511-2701	HEALTH INSURANCE BENEFITS	10,300.00	854.24	1,708.48	16.59	8,591.52	3,433.32	1,724.84
511-2901	COMPENSATED VACATION BALANC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
511-4001	ELECTION EXPENSE	3,500.00	0.00	1,000.00	28.57	2,500.00	1,166.64	166.64
511-4010	CITY COUNCIL EXPENSE	1,000.00	0.00	0.00	0.00	1,000.00	333.32	333.32
511-4201	CITY ADMINISTRATOR EXPENSE	1,000.00	0.00	410.00	41.00	590.00	333.32	76.68
511-4501	OFFICE EXPENSE	30,000.00	862.37	4,886.65	16.29	25,113.35	10,000.00	5,113.35
511-5101	WORKERS COMPENSATION	45,000.00	13,748.78	45,506.35	101.13	506.35	15,000.00	30,506.35
511-5102	PROPERTY & LIABILITY	9,500.00	11,500.00	11,500.00	121.05	2,000.00	3,166.64	8,333.36
511-5501	MISCELLANEOUS EXPENSE	7,000.00	9,000.00	9,000.00	128.57	2,000.00	2,333.32	6,666.68
511-5502	BANK FEES/FILING FEES EXPEN	4,500.00	0.00	136,947.38	43.28	132,447.38	1,500.00	135,447.38
511-6101	PROFESSIONAL FEES - LEGAL	800.00	65.00	230.00	28.75	570.00	266.64	36.64
511-6102	PROFESSIONAL FEES - AUDITIN	20,000.00	5,463.96	15,043.96	75.22	4,956.04	6,666.64	8,377.32
511-6103	PROFESSIONAL FEES - ENGINEE	25,000.00	0.00	0.00	0.00	25,000.00	8,333.32	8,333.32
511-6201	TAX EXPENSE COLLECTIONS	12,000.00	0.00	0.00	0.00	12,000.00	4,000.00	4,000.00
511-8101	MAYOR EXPENSE	10,000.00	0.00	2,996.64	29.97	7,003.36	3,333.32	336.68
511-9102	HOME PROGRAM EXPENSE	2,000.00	18.80	169.00	8.45	1,831.00	666.64	497.64
511-9301	CAPITAL OUTLAY - ADMIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION		271,500.00	42,545.07	237,958.07	87.51	33,901.93	90,499.72	147,098.35

STREET

513-3101	STREET EXPENSE	30,000.00	197.01	6,475.60	21.59	23,524.40	10,000.00	3,524.40
513-3201	DUMPFIRUCK EXPENSE	3,000.00	95.00	633.49	21.12	2,366.51	1,000.00	366.51
TOTAL STREET		33,000.00	292.01	7,109.09	21.54	25,890.91	11,000.00	3,890.91

PUBLIC SAFETY

514-2001	CODE ENFORCEMENT SALARIES	30,000.00	30,000.00	30,000.00	100.00-	60,000.00	10,000.00	40,000.00
514-2101	COURT SALARIES	14,400.00	850.00	4,950.00	34.38	9,450.00	4,800.00	150.00
514-2201	ANIMAL CONTROL SALARY	9,000.00	461.52	2,076.84	23.08	6,923.16	3,000.00	923.16
514-2501	SOCIAL SECURITY BENEFITS	2,000.00	173.82	521.51	26.08	1,478.49	666.64	145.13
514-2601	RETIREMENT BENEFITS	1,000.00	128.38	397.49	39.75	602.51	333.32	64.17
514-2701	HEALTH INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-4001	CODE ENFORCEMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-4002	CODE ENFORCEMENT FUEL EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-4101	COUNTY - LAW ENF EXPENSE	25,000.00	0.00	6,250.00	25.00	18,750.00	8,333.32	2,083.32
514-4201	COURT EXPENSE	3,000.00	870.00	1,370.00	45.67	1,630.00	1,000.00	370.00
514-4202	COURT TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-6101	ANIMAL CONTROL EXPENSE	5,000.00	104.83	437.93	8.76	4,562.07	1,666.64	1,228.71
514-7202	FIRE STATION OPERATION EXP	15,000.00	15,246.41	15,559.58	103.73	559.58	5,000.00	10,559.58

01 -GENERAL FUND EXPENSES

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
514-9301 CAPITAL OUTLAY- FIRE DEPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PUBLIC SAFETY	104,400.00 (12,165.04)	1,563.35	1.50	102,836.65	34,799.92	33,236.57
SOCIAL SERVICES							
515-2501 SOCIAL SECURITY BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-2601 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-3501 CVCOG BUS DRIVER EXPENSE	10,600.00	0.00	0.00	0.00	10,600.00	3,533.32	3,533.32
515-4501 LIBRARY OPERATION EXPENSE	11,000.00	0.00	11,000.00	100.00	0.00	3,666.64 (7,333.36)
515-5501 MULTI-PURPOSE CENTER EXPENS	6,000.00	749.76	2,213.58	36.89	3,786.42	2,000.00 (213.58)
515-5504 ROY BURNES CIVIC CENTER EXP	3,000.00	95.42	5,495.32	183.18 (2,495.32)	1,000.00 (4,495.32)
515-5506 BUSINESS INCUBATOR EXPENSES	3,000.00	456.81	1,630.61	54.35	1,369.39	1,000.00 (630.61)
515-5507 VFW UTILITIES	1,200.00	0.00	1,200.00	100.00	0.00	400.00 (800.00)
515-9102 HOME PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
515-9301 CAPITAL OUTLAY- SOCIAL SERV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SOCIAL SERVICES	34,800.00	1,301.99	21,539.51	61.90	13,260.49	11,599.96 (9,939.55)
PARKS AND RECREATION							
516-1801 PARK SALARIES	61,000.00	4,754.77	14,186.90	23.26	46,813.10	20,333.32	6,146.42
516-1901 SWIMMING POOL SALARIES	18,720.00	0.00	4,789.50	25.58	13,930.50	6,240.00	1,450.50
516-2501 SOCIAL SECURITY BENEFITS	4,600.00	537.09	1,436.76	31.23	3,163.24	1,533.32	96.56
516-2601 RETIREMENT BENEFITS	2,400.00	278.39	949.61	39.57	1,450.39	800.00 (149.61)
516-2701 HEALTH INSURANCE BENEFITS	21,000.00	854.24	3,416.96	16.27	17,583.04	7,000.00	3,583.04
516-4401 CEMETERY EXPENSE & IMPROVEM	5,000.00	0.00	0.00	0.00	5,000.00	1,666.64	1,666.64
516-5001 PARK ELECTRICITY	4,000.00	164.05	447.83	11.20	3,552.17	1,333.32	885.49
516-5005 PARK REPAIRS AND MAINTENANC	5,000.00	213.47	3,587.33	71.75	1,412.67	1,666.64 (1,920.69)
516-5010 PARK FUEL EXPENSE	2,500.00	249.05	1,001.27	40.05	1,498.73	833.32 (167.95)
516-5301 STREET LIGHT ELECTRICITY	10,000.00	776.28	2,113.62	21.14	7,886.38	3,333.32	1,219.70
516-6201 FLAG EXPENSE	2,000.00	0.00	0.00	0.00	2,000.00	666.64	666.64
516-6401 CEMETERY MOWING CONTRACT	0.00	0.00	2,000.00	0.00 (2,000.00)	0.00 (2,000.00)
516-7101 SWIMMING POOL EXPENSE	15,000.00	142.56	2,861.67	19.08	12,138.33	5,000.00	2,138.33
516-8301 BEAUTIFICATION PROGRAM	24,000.00	4,759.88	9,338.17	38.91	14,661.83	8,000.00 (1,338.17)
516-9301 CAPITAL OUTLAY - PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PARKS AND RECREATION	175,220.00	12,729.78	46,129.62	26.33	129,090.38	58,406.52	12,276.90
MUSEUM							
517-1101 MUSEUM EXPENSES	3,000.00	166.25	9,620.15	320.67 (6,620.15)	1,000.00 (8,620.15)
517-1103 EVENT ADVERTISING	2,500.00	0.00	0.00	0.00	2,500.00	833.32	833.32
517-1104 GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
517-1105 CULTURAL ARTS CENTER	1,500.00	0.00	90.01	6.00	1,409.99	500.00	409.99
TOTAL MUSEUM	7,000.00	166.25	9,710.16	138.72 (2,710.16)	2,333.32 (7,376.84)
ECONOMIC DEVELOPMENT							
519-1200 ECON DEV REIM-SOE & EEDC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-1501 ECON DEV SALARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2199 ECON DEV PLAN EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2201 EDI TRAVEL, SCHOOL & EXPENS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
519-2202 DUES, SUBS & EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Section 7, Item B.

NETWORKS & SEWER FUND
ACCOUNT

FOR THE MONTH ENDING: NOVEMBER 30TH, 2023

ANNUAL BUDGET CURRENT PERIOD YEAR TO DATE PERC. BUDGET BUDGET BALANCE Y-T-D BUDGET BUDGET VARIANCE

SANITATION OPERATIONS EXPENDIT							
504-6101 SANITATION CONTRACTOR	260,000.00	24,111.19	93,144.69	35.82	166,855.31	86,666.64	(6,478.05)
TOTAL SANITATION OPERATIONS EXPENDIT	260,000.00	24,111.19	93,144.69	35.82	166,855.31	86,666.64	(6,478.05)

INSURANCE EXPENDITURES							
505-5101 WORKERS COMPENSATION EXP	4,500.00	5,500.00	5,500.00	122.22	(1,000.00)	1,500.00	(4,000.00)
505-5102 PROP & LIABILITY EXPENSE	25,000.00	28,500.00	28,500.00	114.00	(3,500.00)	8,333.32	(20,166.68)
TOTAL INSURANCE EXPENDITURES	29,500.00	34,000.00	34,000.00	115.25	(4,500.00)	9,833.32	(24,166.68)

RESERVES & CAPITAL OUTLAY							
589-9301 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
589-9501 TWDB BOND RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
589-9502 MAINTENANCE RESERVE USDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
589-9503 USDA BOND PMT	90,000.00	0.00	0.00	0.00	90,000.00	30,000.00	30,000.00
589-9504 ARPA GENERATOR GRANT	267,664.95	0.00	198,887.25	74.30	68,777.70	89,221.64	(109,665.61)
589-9599 TWDB BOND PMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RESERVES & CAPITAL OUTLAY	357,664.95	0.00	198,887.25	55.61	158,777.70	119,221.64	(79,665.61)

TRANSFERS							
599-9901 PERMANENT TRANSFERS	0.00	30,000.00	30,000.00	0.00	(30,000.00)	0.00	(30,000.00)
599-9902 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9903 TRANSFER TO CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9904 PERMANENT TRANSFER TO GOLF	0.00	50,000.00	50,000.00	0.00	(50,000.00)	0.00	(50,000.00)
TOTAL TRANSFERS	0.00	80,000.00	80,000.00	0.00	(80,000.00)	0.00	(80,000.00)

FUND TOTAL EXPENSES	1,808,444.95	190,091.59	899,051.01	49.71	909,393.94	602,814.60	(296,236.41)
FUND TOTAL PROFIT (LOSS) (563,644.95) (74,693.51) (434,646.02)	77.11	(128,998.93)	(187,881.40)	246,764.62

*** END OF REPORT ***

18 -EDEN MUNICIPAL GOLF COURSE
REVENUES

ACCOUNT	ANNUAL BUDGET	CURRENT PERIOD	YEAR TO DATE	PERC. BUDGET	BUDGET BALANCE	Y-T-D BUDGET	BUDGET VARIANCE
GOLF COURSE OPERATIONS							
418-2201 DAILY GOLF FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-2204 TOURNAMENT FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-3301 ANNUAL MEMBER FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-3302 MONTHLY MEMBER FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-3303 ANNUAL RANGE FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-4401 CART FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-4402 PROMOTIONS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-8802 RETURN CHECK CHARGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-8805 CREDIT CARD RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418-9901 ICE & OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GOLF COURSE OPERATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====							
FUND TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====							

OPEN MUNICIPAL GOLF COURSES
ACCOUNT

ANNUAL BUDGET CURRENT PERIOD YEAR TO DATE PERC. BUDGET BUDGET BALANCE Y-T-D BUDGET BUDGET VARIANCE

GOLF COURSE OPERATIONS

518-2001 CLUB HOUSE RENT	11,000.00	939.47	3,757.88	34.16	7,242.12	3,666.64 (91.24)
518-2002 CLUB HOUSE TAXES	3,000.00	0.00	0.00	0.00	3,000.00	1,000.00	1,000.00
518-2003 SALARIES-MANAGER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2005 GOLF COURSE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2006 GOLF COURSE MGMT FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2501 SOCIAL SECURITY BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2601 RETIREMENT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2701 HEALTH INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-2901 COMPENSATED VACATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-3101 SUPPLIES-CHEMICALS & FERTIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-3103 SUPPLIES-FUEL & LUBRICANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-3104 SUPPLIES-COURSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-4101 REPAIRS & MAINT - GENERAL	80,872.39	1,289.51	188.38	0.00 (188.38)	0.00 (188.38)
518-4103 REPAIRS-IRRIGATION & PUMP H	0.00	0.00	44,158.12	54.60	36,714.27	26,957.44 (17,200.68)
518-4106 CLUB HOUSE MAINT, REPRS, MI	0.00	0.00	0.00	0.00	0.00	0.00 (0.00)
518-4108 RESERVE CART PAYOFF	0.00	0.00	2,850.00	0.00 (2,850.00)	0.00 (2,850.00)
518-4109 CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-5101 UTILITIES-ELEC, GAS, TELE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-6101 OPERATIONS-EQUIPMENT LEASE	0.00	283.21	828.93	0.00 (828.93)	0.00 (828.93)
518-6103 OPERATIONS-ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-6104 OPERATIONS-CART REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-6105 EQUIPMENT LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-8201 DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
518-9000 GOLF COURSE SOE GRANT	0.00	0.00	25,000.00)	0.00	25,000.00	25,000.00	25,000.00
518-9301 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GOLF COURSE OPERATIONS	94,872.39	2,512.19	26,783.31	28.23	68,089.08	31,624.08	4,840.77
FUND TOTAL EXPENSES	94,872.39	2,512.19	26,783.31	28.23	68,089.08	31,624.08	4,840.77
FUND TOTAL PROFIT (LOSS) (94,872.39)	2,512.19)	26,783.31)	28.23 (68,089.08)	31,624.08)	4,840.77)

*** END OF REPORT ***



SPECIAL CITY COUNCIL MEETING

Thursday, August 31, 2023 at 6:00 PM

CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX

Off: 325-869-2111 | Fax: 325-869-5075

PUBLIC HEARING MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor & Council Members

Mayor Agapito Torres
Mayor Pro Tem Jennifer Martinez
Council Member Renea Rodgers

Council Member Grover Hall
Council Member Randy Dunaway
Council Member Bradley Gandy

2. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

3. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

4. BUSINESS

Consideration and Possible Action On:

- A. Public Hearing on proposed 2023 Property Tax Rate
 - No citizen's participation

5. ADJOURN

Public Hearing adjourned at 6:31pm

Mayor, Agapito Torres

City Administrator, Priscilla Aguirre



SPECIAL CITY COUNCIL MEETING

Thursday, August 31, 2023 at 6:30 PM

CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX

Off: 325-869-2111 | Fax: 325-869-5075

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor & Council Members

Mayor Agapito Torres
Mayor Pro Tem Jennifer Martinez
Council Member Renae Rodgers

Council Member Grover Hall
Council Member Randy Dunaway
Council Member Bradley Gandy

Staff

City Administrator Priscilla Aguirre
Laura Beeson

Assistant to City Administrator Barbie Watkins

Meeting called to order at 6:30pm

2. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

3. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

4. BUSINESS

Consideration and Possible Action On:

- A. Discussion, update, and possible action regarding USDA projects

Priscilla attempted to call city attorney Jeff Betty several times. Priscilla then gave an update that EHT is not in possession of the contracts. Contracts are awaiting signature from DIGG, then will go to EHT then to the city attorney. This is all the updates at the time. Council will further discuss this project at the regular scheduled meeting on September 12, 2023.

5. ADJOURN

ADJOURN at 6:43pm

Attest:

Mayor Agapito Torres

City Administrator Priscilla Aguirre



SPECIAL CITY COUNCIL MEETING
Tuesday, September 05, 2023, at 6:00 PM
CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX
Off: 325-869-2111 | Fax: 325-869-5075

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor and Council Members

- Mayor Agapito Torres
- Mayor Pro Tem Jennifer Martinez
- Council Member Renae Rodgers
- Council Member Grover Hall
- Council Member Randy Dunaway
- Council Member Bradley Gandy

Staff

- Priscilla Aguirre, City Secretary/Administrator
- Lisa Torrez, Court Clerk

Meeting called to order at 6 p.m.

2. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

Council went into executive session under Texas Government Code Section 551.074 with Mike Valdez for Business item B at 6:01pm

Council returned from executive session into regular session at 6:31 p.m.

3. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

4. BUSINESS

Consideration and Possible Action On:

- A. Discussion, updates, possible action regarding Maintenance & Management of Concho Springs Golf Course

Harold Barker gave the council an update on the golf course. A line broke on green three and several thousands of gallons of water was lost. He further explained how he believes this happened. He

believes the leak went undetected for about 2 hours. Harold was able to fix the leak himself to resolve the issue , however further repair is needed.

Charles Kinkade gave an update on his progress. He stated they have about seventy yards of compost in. Friday, he plans on "chewing up greens" and he has sixty yards of topsoil ready to go on. The timeline for the greens is 2 weeks with the new sod.

The mayor asked if Charles had any other proposals or if he had a chance to look at the club house. Charles did state he had not looked at the club house and said he let council member Gandy know that he would take the club house for the same amount that he originally gave before that did not include the club house. He then stated there is only one golf cart in working condition. Charles has contacted EZGo about carts and he doesn't know which way Council wishes to proceed.

Mayor then opened the floor to council for discussion. Citizen Anita Aguilar asked how much money has been allocated for the golf course. Priscilla stated that the council approved \$20,000 for the long-term care, \$55,000 for additional and \$39,794 for the greens replacement. Priscilla removed Dan's wages however she did leave the funds for replacing the sprinklers on the budget. The golf association stated they would pay for eleven of the sprinkler heads that need to be replaced. Mayor Torres said that the total comes to \$69,077.

If Charles is selected for the long-term care/management, the cost will be rolled back into his proposal of \$133,600. Anita then asked if there is a max amount established for the golf course. The mayor said it is the beginning of the process so there is not a set max amount. Mayor Torres said there is no amount put down for potential revenue and we do not know what that will look like in the future. There are many things to take into consideration when it comes to expenditure. Council member Rodgers stated the City received \$20,000 from the Spirit of Eden to help take care of the greens being reseeded.

City Administrator Priscilla advised the council of some items she would like to make them aware of. The chlorine feed system that we need to purchase is an estimated cost of \$20,000. Well 2 also went down and luckily it came back up on its own. She spoke with Jurgensen, they stated to let Well 2 run its course. When it does go down, we will have to pay for it to get serviced and get it back up to par. When Well 3 went down it cost the City \$132,000 to get back up and going.

Hall asked Charles for his proposal. Charles stated he will provide gas, diesel, fertilizer, and heavy equipment until the City equipment is up and running. The Mayor asked Charles what his plan is for the pro shop with the understanding that it has not been discussed. Charles stated he did not plan on doing anything with the pro shop. He stated that a decision needed to be made about golf carts. He stated the revenue from the pro shop needs to be discussed. He said he will do it to make the proposal work. Gandy then asked Charles if all revenue would come to him from the pro shop. Charles stated everything except carts and membership fees.

The Mayor then made it clear that the \$20,000 and the \$55,000 cost will roll back into Charles proposal of \$133,600. Randy asked Charles if he brought the mechanic to look at the carts. There are approximately nine carts running per Charles. Charles stated he did not want the pro shop, but if he did get it, he wanted new carts. Council member Hall stated he wanted to first get the greens going and worry about the rest at a later time. Council member Rodgers stated many people bring their own carts. The mayor said \$65,294 green replacement and one year of care for the greens from Charles is one of the proposals. It does not include the day-to-day mowing of the course. Charles wants the 5-year contract as a minimum commitment to the golf course. Charles also said there is a 1.25% increase per year on his contract with 10% of the contract up front.

Motion to approve the contract for \$133,600 from The Creek from Blanket, Texas, with the upfront payment of 10% of the total contract with twelve equal installments pending contractual agreement after review from the city attorney.

Motion made by Mayor Pro Tem Martinez, Seconded by Council Member Rodgers.

Voting Yea: Mayor Pro Tem Martinez, Council Member Rodgers, Council Member Hall, Council Member Dunaway

Voting Nay: Council Member Gandy

B. Presentation, discussion, from Mike Valdez regarding Concho Springs Golf Course

The council went into executive session under Texas Government Code Section 551.074 at 6:01 p.m.

5. ADJOURN

Meeting adjourned at 7:33 p.m.

Attest:

Mayor Agapito Torres

City Administrator Priscilla Aguirre



REGULAR CITY COUNCIL MEETING

Tuesday, September 12, 2023 at 7:00 PM

CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX

Off: 325-869-2111 | Fax: 325-869-5075

MINUTES

1. CALL TO ORDER AND ROLL CALL

PRESENT

Mayor Agapito Torres

Mayor Pro Tem Jennifer Martinez

Council Member Renae Rodgers

Council Member Grover Hall

Council Member Randy Dunaway

Council Member Bradley Gandy

Staff

City Administrator Priscilla Aguirre

Court Clerk Lisa Torrez

Public Works Ronnie Winans

2. INVOCATION – Renae Rodgers

3. PRESENTATIONS BY CITIZENS

Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Mayor. The Mayor and City Council may establish a time limit as necessary.

No public comment

4. WORKSHOP

No action to be taken. Staff reports regarding Current Projects and Plans, Ordinances and Compliance, Water Usage, Grant Opportunities and Status of Current Grants, Economic Development, Business, and Other Agenda Items listed below.

WORKSHOP

No action to be taken. Staff reports regarding Current Projects and Plans, Ordinances and Compliance, Water Usage, Grant Opportunities and Status of Current Grants, Economic Development, Business, and Other Agenda Items listed below.

Public Works- Daily readings are obtained at sewer and water plant. Four water leaks; 83 South, Concho St, Wallis St, and Pfluger Park. Started patching potholes at several different areas around town. Two sewer stop-ups: Blanchard St and Smith St. Animal Control has had several calls. City office, shop, sewer plant, fire station, well locations, and bar ditches have all been mowed and weeded. Sewer plant pumps were pulled to clean out trash. West Texas Gas requested sewer line locations. Monthly meter readings were completed for billing, as well as monthly cutoffs. Several 5/8" meters and 2" meters installed. Cut up several trees at the Pfluger park and hauled off limbs to the dump. Trimmed trees around roadways and

signs. Filled in several holes around the school property. We had two main header breaks at the water plant. Drained the swimming pool.

City Administrator- Well number 2 was allegedly struck by lightning; the motor and the soft start were damaged. Jurgenson has provided an estimate of \$82,000.00 to fix it. Again, they are stating that they are pretty sure it was struck by lightning, and we should be able to file a claim for that and receive reimbursement. The Mayor and I met with Charlie Campbell with Texas Communications to finalize the project planning for the siren, moving from the incubator to the multi-Purpose Center. AEP should be coming out to complete that project. I have been working with the Texas Water Development Board providing them financial information for grant approval for the high tower for above ground storage project. All staff completed the annual cyber security training this month. We have received one application for each of the open positions, code enforcement, assistant to the City Administrator and parks. We have extended the transfer site hours, opening the 9th and the 16th. I have also been familiarizing myself with the city locations, and now some areas that I'm finding are in need. The lift station at the industrial park needs electrical work, the lift station at the golf course needs a fence around it to meet compliance requirements, and the water and sewer plants need chlorine feed systems. We have serviced the A/C units here at the council chambers and the multi-purpose center. We have installed a new A/C unit at the museum. We have received two quotes to replace the ice machine at the Burnes Civic Center. We have been in contact with Sports Turf and unfortunately, they do not have inserts for the sprinkler heads. They can refurbish our inserts at a cost of \$79.00 each, \$30 for parts and up to \$79 total. We also finalized all performance evaluations for the fiscal year ending July 2023. We have had several emails back and forth with Sage, Jeff and DIG trying to complete the USDA contracts.

5. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

- A. Discussion and possible action regarding the City of Eden, City Attorney's contract

Council went into executive session at 7:10 p.m. Council returned from executive session at 7:39 p.m.

Councilmember Hall made a motion to terminate the current city attorney contract, seconded by Councilmember Dunaway, motion carried four to zero.

6. REPORTS OF OTHER AGENCIES, COMMISSIONS, & STAFF

- A. Eden Economic Development Corporation: Brent Frazier, President

We have had a couple of people interested in the warehouse building. The Kent Foster building needs a new sewer tap; the plumbing is collapsing on itself.

7. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

- A. Approval of May 12, 2023, Special Session Minutes

- B. Approval of May 29, 2023, Special Session Minutes
- C. Approval of June 6, 2023, Special Session Minutes
- D. Approval of June 13, 2023, Regular Session Minutes
- E. Approval of August 21, 2023, Special Session Minutes

Councilmember Hall made a motion to approve consent items A, C and E, seconded by Councilmember Martinez. motion carried. Councilmember Rodgers made a motion to approve with corrections, consent items B and D, seconded by Councilmember Hall, motion carried.

8. BUSINESS

Consideration and Possible Action On:

- A. Discussion regarding construction of 16 new residences at 4 E Bryan and addition of a new road
Councilmember Hall made a motion to approve sending letters out with the correct information and reach out to the city attorney to give us feedback on this information, seconded by Councilmember Gandy, motion carried.
- B. Discussion, and possible action regarding the replacement of the Chlorination Feed System and determine which account to fund if approved
Councilmember Hall made a motion to approve Southwest Fluid Products, Inc. to replace the Chlorination Feed System, seconded by Councilmember Martinez, motion carried.
- C. Discussion and possible action regarding USDA projects
Councilmember Hall made a motion to defer action on Business item C. Discussion and possible action regarding USDA projects, seconded by Councilmember Gandy, motion carried.
- D. Approval for the Mayor to sign USDA Project(s) contracts
Councilmember Hall made a motion to defer action on Business item C. Discussion and possible action regarding USDA projects, seconded by Councilmember Gandy, motion carried.
- E. TML Employer Group Medical Plan Allocation and Approval for Mayor to sign Renewal and Benefit Verification Form
Councilmember Gandy made a motion to approve the TML Employer Group Medical Plan Allocation and approval for Mayor to sign Renewal and Benefit Verification Form, Option 2, seconded by Councilmember Rodgers. motion carried.
- F. Discussion and approval of the Utility rate increase, and approval for the mayor to sign the ordinance to increase the utility rates
Councilmember Hall made a motion to approve a 10% utility rate increase and approval for the mayor to sign the ordinance to increase the utility rates, seconded by Councilmember Gandy, motion carried.
- G. Approval of City of Eden Investment Report Month Ending July 2023
Councilmember Hall made a motion to approve Business item G. approval of City of Eden Investment Report Month Ending July 2023, seconded by Councilmember Dunaway, motion carried
- H. Approval of Financial Statement Month Ending July 2023
Councilmember Gandy made a motion to approve Business item H. approval of Financial Statement Month Ending July 2023, seconded by Councilmember Dunaway, motion carried

I. Approval of July 2023 Bills

Councilmember Gandy made a motion to approve July 2023 bills, seconded by Councilmember Dunaway, motion carried.

9. ADJOURN

Attest:

Mayor Agapito Torres

City Administrator Priscilla Aguirre



SPECIAL CITY COUNCIL MEETING

Monday, September 25, 2023, at 6:00 PM

CITY COUNCIL CHAMBERS - 120 Paint Rock Street, Eden, TX

Off: 325-869-2211 | Fax: 325-869-5075

MINUTES

1. CALL TO ORDER AND ROLL CALL

Mayor and Council Members

- Mayor Agapito Torres
- Mayor Pro Tem Jennifer Martinez
- Council Member Renea Rodgers
- Council Member Grover Hall
- Council Member Randy Dunaway

Absent

- Council Member Bradley Gandy

Staff

- Priscilla Aguirre, City Secretary/Administrator
- Barbi Watkins, Assistant to City Administrator
- Lisa Torrez, Court Clerk

Meeting called to order at 6:00 p.m.

2. EXECUTIVE SESSION

The City Council for the City of Eden has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices, and 551.086 (Economic Development).

- A. Discussion and possible action regarding the City of Eden, City Attorney’s contract

Council went into executive session at 6 p.m. under Government Code Sections 551.071 (Consultation with Attorney).

Council returned to regular session at 6:09 p.m.

3. CONSENT ITEMS

The following items may be acted upon in one motion. No separate discussion or action is necessary unless requested by a Council Member, in which event those items will be pulled from the consent agenda for separate consideration.

4. BUSINESS

Consideration and Possible Action On:

- A. Discussion, possible action, regarding Bojorquez Law firm’s potential engagement of legal services letter for City of Eden City attorney or interim City Attorney services.

Discussion on a law firm for City Attorney for City of Eden. Priscilla recommended Bojorguez Law firm, who provides us with our law books. Bojorguez will assign three attorneys to the City of Eden and additional staff if necessary. Priscilla agreed to continue looking for a permanent law firm. The Mayor wants attorneys that will go to bat for The City of Eden and get things done. Charges for the firm are based on our needs. Bojorguez will request the files from our current city attorney.

Motion made to hire Bojorguez Law Firm as the interim city attorney.

Motion made by Council Member Hall, Seconded by Council Member Dunaway.

Voting Yea: Mayor Pro Tem Martinez, Council Member Rodgers, Council Member Hall, Council Member Dunaway

- B. Discussion and possible action regarding the hiring of the Code Enforcement position and adding its wages to the City of Eden budget

City Council authorized \$30,000 to find a Code Enforcement person. The City currently has 2 applicants for the full-time position. The City is requesting to add the line back to the budget. The city has not had a Code Enforcement employee in over 4 years. Priscilla does not believe it can be done as a part time position. An online course can be taken for the certificate for the Code Enforcement position as well as in-person training. Discussion of salary and terms were discussed. Priscilla states the ordinance were in place in 2011. Many more ordinances need to be put in place. The Code Enforcement person can send out letters and other items until they are certified. The course is 36 hours over a 4-day period in San Antonio. Council member Dunaway asked if the City would pay for the course. Priscilla stated yes, the city will pay, and there can be a contract to make the employee pay for the course back if they choose not to stay employed with the City of Eden. This matter can be asked to the city attorney for further insight. Also, the possibility of the Code enforcement employee can double as a possible property manager or animal control.

Motion to approve the Code Enforcement position to be put back on the City of Eden budget with starting pay of \$17/hour for 6 months plus certification and moved up to \$18/hour after the probationary period.

Motion made by Council Member Hall, Seconded by Council Member Dunaway.

Voting Yea: Mayor Pro Tem Martinez, Council Member Rodgers, Council Member Hall, Council Member Dunaway

- C. Discussion and possible action regarding WTP WWTP Support Services Agreement between EHT and the City of Eden

A service agreement was presented by Sage for an as needed operator for when our licensed operators are out. This adds another resource for the City.

Motion to approve WTP WWTP support service agreement between EHT and the City of Eden

Motion made by Council Member Hall, Seconded by Council Member Rodgers.

Voting Yea: Mayor Pro Tem Martinez, Council Member Rodgers, Council Member Hall, Council Member Dunaway

5. ADJOURN

Adjourn at 7:00 p.m.

Attest:

Mayor Agapito Torres

City Administrator Priscilla Aguirre

RESOLUTION NO. 2024-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDEN TEXAS, ADOPTING THE CITY OF EDEN INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT “A”; DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT “A” RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, TEX. GOV'T CODE, the City Council of the City of Eden, Texas, by resolution adopted an investment policy; and

WHEREAS, Section 2256.005, Tex. Gov't Code, requires the City Council to review the investment policies and investment strategies and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EDEN, TEXAS:

SECTION 1. That the City of Eden Investment Policy, attached hereto as Exhibit "A," be and the same is hereby adopted and shall govern the investment policies and investment strategies for the City, and shall define the authority of the investment official of the City from and after the effective date of this Resolution.

SECTION 2. That the City Council of the City of Eden has completed its review of the investment policies and investment strategies and any changes made to either the investment policies or investment strategies are recorded in Exhibit "A" hereto.

SECTION 3. That all provisions of the resolutions of the City of Eden, Texas, in conflict with the provisions of this Resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 4. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 5. That this Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Eden, Texas, on this the 12th day of December 2023.

Agapito Torres, Mayor

Priscilla Aguirre, City Secretary/Administrator

CITY OF EDEN

INVESTMENT

POLICY

2023

PREFACE

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Eden in order to achieve the goals of safety, liquidity, yield, and public trust for all investment activity. The City Council of the City of Eden shall review its investment strategies and policy not less than annually. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Article 342a-2 V.T.C.S. (the “Act”) to define, adopt and review a formal investment strategy and policy.

It is the policy of the City of Eden, Texas that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

Effective investment strategy development coordinates the primary objective of the City of Eden’s Investment Policy and cash management procedures with investment security risk/return analysis to enhance interest earnings and reduce investment risk and aggressive cash management to increase the available “investment period.” Maturity selections shall be based on cash flow and market conditions to take advantage of interest earnings as a viable and material revenue to all City of Eden funds. The City of Eden’s portfolio shall be designed and managed in a manner responsive to the public trust and consistent with the Investment Policy.

Each major fund type has varying cash flow requirements and liquidity needs. Therefore, specific strategies shall be implemented considering the fund’s unique requirements.

CITY OF EDEN INVESTMENT POLICY

I. POLICY

It is the policy of the City of Eden (City) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines and to the maximum extent possible, at the highest rates obtainable at the time of investment.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a viable and material source of revenue to City funds. The City's investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- **Safety** and preservation of principal
- Maintenance of sufficient **liquidity** to meet operating needs
- Maximization of **yield** on the portfolio
- **Public trust** from prudent investment activities

II. PURPOSE

The purpose of this investment policy is to comply with Chapter 2256 of Title 10 of the Local Government Code ("Public Funds Investment Act") which requires each city to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City of Eden funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City of Eden. These funds are accounted for in the City's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds

- Enterprise Funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Any new fund created by the City, unless specifically exempted from this Policy by the City Council or by law.

The City of Eden will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

The investment policy shall apply to all transactions involving the financial assets related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefits of the City by outside agencies under deferred compensation programs.

IV. INVESTMENT OBJECTIVES

The City of Eden shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, yield, and public trust**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - Limiting investments to the safest types of securities
 - Pre-qualifying the financial institutions and broker/dealers with which the City will do business
 - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

- Interest Rate Risk – the City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
 - Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. A portion of the portfolio will also be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.

Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints with liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objective described above. The cores of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

Public Trust

All participants in the City’s investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the City’s ability to govern effectively.

V. RESPONSIBILITY AND CONTROL

Delegation of Authority

Through the adoption of this policy, the positions of Mayor and City Secretary shall be designated as investment officers who are responsible for the investment of the City’s funds. No person may engage in an investment transaction or the management of funds except as provided under the terms of this Investment Policy as approved by the City Council. The investment authority granted to the investing officers is effective until rescinded by the governing body.

Training Requirement

The Mayor and City Secretary shall attend an investment training session no less often than once every two fiscal years and shall not receive less than 10 hours of instruction relating to investment responsibilities. The investment training shall be provided by an independent source approved by the City Council. For purposes of this policy, an “independent source” from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a business organization with whom the City of Eden may engage in an investment transaction.

Internal Controls

The Mayor and City Secretary are responsible for establishing and maintaining an internal control structure designed to ensure that the assets that the entity are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgements by management.

Accordingly, the City Secretary shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third party custodian.

Prudence

The standard of prudence to be applied by the investment officers shall be the “prudent investor” rule which states: “Investments shall be made with judgement and care, under circumstances then prevailing, which person of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probably safety of their capital as well as the probable income to be derived.” In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written investment policy of the City.

Indemnification

The investment officers, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officer shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment for the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

Investments

Assets of the City of Eden may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under the Act, as the Act may from time to time be amended.

I. Authorized

1. Obligations of the United States of America, its agencies and instrumentalities.
2. Certificate of Deposit of state and national banks domiciled in Texas, a saving and loan association domiciled in this state, or a state or federal credit union domiciled in this state that is guaranteed or insured by the Federal Deposit Insurance or its successor or secured by obligations in a manner and amount provided by law for deposits of the investing entity.
3. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged to the City, held in the City's name, and deposited at the time the investment is made with the City or with a third party selected and approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 102 percent at the time funds are disbursed.
4. Money market Mutual funds that are 1) registered and regulated by the SEC, 2) have a dollar weighted average stated maturity of 90 days or less, and 3) maintain a net asset value of \$1 for each share.
5. Government investment pools which 1) meet the requirements of Chapter 225.016 of the Public Funds Investment Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service and 3) are authorized by resolution or ordinance by City Council.

II. Not Authorized

Under no circumstances shall investments be made in interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, or in collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years. Neither shall investments be made in obligations that are secured by these prohibited investments.

VII. INVESTMENT PARAMETERS

Maximum Maturities

The longer the maturity of investments, the greater their price volatility. Therefore, it is the City’s policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City attempts to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturity more than three (3) years from the date of the purchase, however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days.

The composite portfolio will have a weighted average maturity of one (1) year or less. This dollar weighted average maturity will be calculated using the stated final maturity dates of each security.

Diversification

The City of Eden recognizes that investment risk can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification which shall be achieved by the following general guidelines:

- Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities),
- Limiting investment in securities that have higher credit risks,
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreement to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established by the City’s total portfolio:

1.	U.S Treasury Securities.....	100%
2.	Agencies and Instrumentalities.....	75%
3.	Certificates of Deposit.....	100%
4.	Repurchase Agreements.....	50%
5.	Money Market Mutual Funds.....	50%
6.	Authorized Pools.....	100%

VIII. SELECTION OF BANKS AND DEALERS

Depository

At least every five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state and local laws.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

Delivery vs. Payment

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds shall not be wired or paid until verification has been made that the correct security was received by the Trustee. The security shall be held in the name of the City or held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claims on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

IX. SAFEKEEPING OF SECURITIES

Safekeeping Agreement

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

Safekeeping

All securities owned by the City shall be held by its safekeeping agent, except the collateral for certificates of deposits in banks. The collateral for certificates of deposit in banks will be registered in the City's name in the bank's trust department or, alternatively, in a Federal Reserve Bank account in the City's name, or a third-party bank in the City's name, at the City's discretion. Original safekeeping receipts shall be obtained.

Collateralization

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City investments and funds on deposit with a depository bank, other than investments which are obligations of the U.S. government and its agencies and instrumentalities. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 100% of market value of principal and accrued interests on the deposits or investments less an amount insured by the FDIC or FSLIC. At its discretion, the City may require a higher level of collateralization for certain investment services. Securities pledged as collateral shall be held by an independent third party. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

Collateral Defined

The City of Eden shall accept only the following securities as collateral:

- FDIC and FSLIC insurance coverage.
- A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
- Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

Subject to Audit

All collateral shall be subject to inspection and audit by the City Secretary or the City's independent auditors.

X. PERFORMANCE

Performance Standards

The City's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

Performance Benchmark

It is the policy of the City to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City attempts to purchase the highest yielding allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value of those securities to determine portfolio performance during that period time. The City's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the City's weighted average maturing in days.

XI. REPORTING

Methods

The City Secretary shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value or securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.

- Fully accrued interest for the reporting period.
- The percentage of the total portfolio which each type of investment represents.
- Statement of compliance of the City’s investment portfolio with state law and the investment strategy and policy approved by the City Council.

A formal annual review of the quarterly reports will be performed by an independent auditor with the results reported to the governing body.

Market to Market

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

XII. INVESTMENT POLICY ADOPTION

The City of Eden investment policy shall be adopted by resolution of the City Council. It is the City’s intent to comply with state laws and regulations. The City’s investment policies shall be subject to revisions to stay current with changing laws, regulations, and needs of the City. The policy shall be reviewed annually by the City Council and any changes or modifications must be approved by the City Council.

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	AFLAC	AFLAC	245.18
			AFLAC LIFE	4.89
			EMPLOYEE DEDUCTION INSURAN	2.85
			EMPLOYEE DEDUCTION INSURAN	2.48
		THE EDEN STATE BANK	FEDERAL WH TAX DEPOSIT	226.57
			FEDERAL WH TAX DEPOSIT	224.18
			FEDERAL FICA TAX DEPOSIT	186.38
			FEDERAL FICA TAX DEPOSIT	251.92
			FEDERAL MEDICARE TAX DEPOS	43.60
			FEDERAL MEDICARE TAX DEPOS	58.92
		PRE-PAID LEGAL SERVICES, INC.	EMPLOYEE INSURANCE	1.66
			TOTAL:	758.27
ADMINISTRATION	GENERAL FUND	EHT ENPROTEC/HIBBS & TODD, INC	EHT ENPROTEC/HIBBS & TODD,	165.26
		JEFF BETTY	JEFF BETTY	2,880.00
		BOJORQUEZ LAW FIRM, PC	BOJORQUEZ LAW FIRM, PC	2,418.70
		CTWP	CTWP	454.36
		DOCKALTECH	DOCKALTECH	2,120.00
		THE EDEN STATE BANK	FEDERAL FICA TAX DEPOSIT	12.20
			FEDERAL FICA TAX DEPOSIT	55.50
			FEDERAL MEDICARE TAX DEPOS	2.85
			FEDERAL MEDICARE TAX DEPOS	12.98
		FORMAX	FORMAX	890.00
		FRONTIER COMMUNICATIONS	FRONTIER COMMUNICATIONS	171.95
		GWORKS	GWORKS	9,190.00
		MEDIAJAW	MEDIAJAW	90.00
		Q'S PRINTING & DESIGN	Q'S PRINTING & DESIGN	324.25
		RELIANT, DEPT 0954	RELIANT, DEPT 0954	304.11
		STAPP INSURANCE AGENCY	STAPP INSURANCE AGENCY	210.00
		EDEN ECHO	EDEN ECHO	88.00
		TEXAS MUNICIPAL CLERK CER	TEXAS MUNICIPAL CLERK CER	125.00
		TML INTERGOVERNMENTAL RISK POOL	TML INTERGOVERNMENTAL RISK	11,500.00
			TML INTERGOVERNMENTAL RISK	9,000.00
		TX HEALTH BENEFITS POOL	TX HEALTH BENEFITS POOL	854.24
		MASTERCARD	MASTERCARD	107.49
		WEST TEXAS GAS	MASTERCARD	184.48
			WEST TEXAS GAS	37.69
		**PAYROLL EXPENSES	WEST TEXAS GAS	48.62
			11/01/2023 - 11/30/2023	1,194.00
			TOTAL:	42,441.68
STREET DEPARTMENT	GENERAL FUND	CONCHO POWER EQUIPMENT	CONCHO POWER EQUIPMENT	61.82
		LOWE'S PAY AND SAVE, Inc.	CONCHO POWER EQUIPMENT	27.75
		EDEN SHORT STOP	LOWE'S PAY AND SAVE, Inc.	7.59
			EDEN SHORT STOP	95.00
			EDEN SHORT STOP	83.70
		SOUTHWESTERN WOOL/MOHAIR, INC.	SOUTHWESTERN WOOL/MOHAIR,	16.15
			TOTAL:	292.01
PUBLIC SAFETY	GENERAL FUND	CAVALLO ENERGY TEXAS LLC	CAVALLO ENERGY TEXAS LLC	54.94
		THE EDEN STATE BANK	FEDERAL FICA TAX DEPOSIT	31.49
			FEDERAL FICA TAX DEPOSIT	46.93
			FEDERAL MEDICARE TAX DEPOS	7.37
		EDEN VOLUNTEER FIRE DEPT	FEDERAL MEDICARE TAX DEPOS	10.98
		OMNIBASE SERVICES OF TEXAS, LP	FEDERAL MEDICARE TAX DEPT	15,000.00
			OMNIBASE SERVICES OF TEXAS	120.00

Section 8, Item J.

DEPT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		RELIANT, DEPT 0954	RELIANT, DEPT 0954	191.47
		MASTERCARD	MASTERCARD	104.83
		**PAYROLL EXPENSES	11/01/2023 - 11/30/2023	750.00
			TOTAL:	1,311.52
SOCIAL SERVICES	GENERAL FUND	ALLIANCE POWER COMPANY, LLC	ALLIANCE POWER COMPANY, LL	117.12
			ALLIANCE POWER COMPANY, LL	66.26
			LOWE'S PAY AND SAVE, Inc.	19.47
			FRONTIER COMMUNICATIONS	191.97
			JESSE'S HEATING & AIR	494.80
			RELIANT, DEPT 0954	254.96
			RELIANT, DEPT 0954	75.95
			RELIANT, DEPT 0954	6.08
			WEST TEXAS GAS	37.69
			WEST TEXAS GAS	37.69
			TOTAL:	1,301.99
PARKS AND RECREATION	GENERAL FUND	LOWE'S PAY AND SAVE, Inc.	LOWE'S PAY AND SAVE, Inc.	58.56
			FLEET SERVICES	36.18
			FLEET SERVICES	140.14
			FASTSIGNS	3,918.68
			CAVALLO ENERGY TEXAS LLC	5.79
			CAVALLO ENERGY TEXAS LLC	11.58
			FEDERAL FICA TAX DEPOSIT	142.69
			FEDERAL FICA TAX DEPOSIT	149.48
			FEDERAL MEDICARE TAX DEPOS	33.38
			FEDERAL MEDICARE TAX DEPOS	34.96
			EDEN SHORT STOP	108.91
			FRONTIER COMMUNICATIONS	47.78
			PRISCILLA AGUIRRE	23.96
			RELIANT, DEPT 0954	164.05
			RELIANT, DEPT 0954	908.59
			RELIANT, DEPT 0954	94.78
			SOUTHWESTERN WOOL/MOHAIR,	28.10
			TX HEALTH BENEFITS POOL	854.24
			MASTERCARD	782.64
			WEST TEXAS FIRE EXT.	87.63
			11/01/2023 - 11/30/2023	4,792.37
			TOTAL:	12,424.49
H.O.T. TAX EXPENSES	GENERAL FUND	FRONTIER COMMUNICATIONS	FRONTIER COMMUNICATIONS	47.78
			RELIANT, DEPT 0954	43.09
			WEST TEXAS GAS	37.69
			WEST TEXAS GAS	37.69
			TOTAL:	166.25
TAXES	GENERAL FUND	EDEN ECONOMIC DEVELOP CO	EDEN ECONOMIC DEVELOP CO	5,233.76
			TOTAL:	5,233.76
NON-DEPARTMENTAL	WATERWORKS & SEWER AFLAC	AFLAC LIFE	AFLAC LIFE	77.72
			EMPLOYEE DEDUCTION INSURAN	64.30
			EMPLOYEE DEDUCTION INSURAN	52.96
			CITY OF EDEN-TWDB REVENUE	4,167.00
			CITY OF EDEN-USDA BOND RES	7,575.00
			CITY OF EDEN-USDA BOND RES	7,575.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		THE EDEN STATE BANK	THE EDEN STATE BANK	126.13
			FEDERAL WH TAX DEPOSIT	1,081.52
			FEDERAL WH TAX DEPOSIT	965.02
			FEDERAL FICA TAX DEPOSIT	850.95
			FEDERAL FICA TAX DEPOSIT	767.99
			FEDERAL MEDICARE TAX DEPOS	199.01
			FEDERAL MEDICARE TAX DEPOS	179.63
		PRE-PAID LEGAL SERVICES, INC.	EMPLOYEE INSURANCE	15.29
		TX HEALTH BENEFITS POOL	TX HEALTH BENEFITS POOL	2,228.49
			TOTAL:	25,926.01
		WATER/SEWER PERSONNEL	THE EDEN STATE BANK	100.00
		WATERWORKS & SEWER	FEDERAL FICA TAX DEPOSIT	785.57
			FEDERAL FICA TAX DEPOSIT	768.00
			FEDERAL MEDICARE TAX DEPOS	183.72
			FEDERAL MEDICARE TAX DEPOS	179.63
		TX HEALTH BENEFITS POOL	TX HEALTH BENEFITS POOL	5,125.44
		**PAYROLL EXPENSES	11/01/2023 - 11/30/2023	25,699.27
			TOTAL:	32,841.63
		PAYABLES	PREMIER WATER WORKS, INC	862.35
		WATERWORKS & SEWER	PREMIER WATER WORKS, INC	3,825.12
			PREMIER WATER WORKS, INC	4,012.04
			PREMIER WATER WORKS, INC	2,644.20
		LOWE'S PAY AND SAVE, Inc.	LOWE'S PAY AND SAVE, Inc.	13.97
		FLEET SERVICES	FLEET SERVICES	1,105.72
		WATER REMEDIATION TECH., LLC	WATER REMEDIATION TECH., L	9,700.06
		ALL TEX IRRIGATION	ALL TEX IRRIGATION	2,459.27
		ALPHA PROCESS SALES	ALPHA PROCESS SALES	1,200.00
		AMERICAN SALES AND SERVICE, INC	AMERICAN SALES AND SERVICE	140.00
		ASSOCIATED SUPPLY COMPANY, INC.	AMERICAN SALES AND SERVICE	277.00
		DPC INDUSTRIES, INC.	ASSOCIATED SUPPLY COMPANY,	70.95
			DPC INDUSTRIES, INC.	1,279.26
			DPC INDUSTRIES, INC.	100.00
			DPC INDUSTRIES, INC.	255.86
		EDEN SHORT STOP	DPC INDUSTRIES, INC.	1,279.26
			EDEN SHORT STOP	103.55
			EDEN SHORT STOP	20.98
		FRONTIER COMMUNICATIONS	EDEN SHORT STOP	181.95
			FRONTIER COMMUNICATIONS	490.28
		MORRISON SUPPLY COMPANY	FRONTIER COMMUNICATIONS	171.12
		PITNEY BOWES GLOBAL FINANCIAL SERVICES	MORRISON SUPPLY COMPANY	782.92
		PITNEY BOWES BANK INC PURCHASE POWER	PITNEY BOWES GLOBAL FINANC	558.48
		PITNEY BOWES INC.	PITNEY BOWES BANK INC PURC	300.00
		PRO AUTO & TIRE	PITNEY BOWES INC.	51.00
			PRO AUTO & TIRE	310.00
		RELIANT, DEPT 0954	PRO AUTO & TIRE	20.00
		SOUTHWESTERN WOOL/MOHAIR, INC.	RELIANT, DEPT 0954	6,700.81
		TEXAS COMMISSION ON ENVIRONMENTAL QUAL	SOUTHWESTERN WOOL/MOHAIR,	351.10
		TEXAS EXCAVATION SAFETY SYSTEM, INC	TEXAS COMMISSION ON ENVIRO	2,553.32
		MASTERCARD	TEXAS EXCAVATION SAFETY SY	3.80
			MASTERCARD	17.95

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DEPT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
SEW		**PAYROLL EXPENSES	11/01/2023 - 11/30/2023	150.40
			TOTAL:	41,992.72
SEW		LOWE'S PAY AND SAVE, Inc.	LOWE'S PAY AND SAVE, Inc.	12.25
		FLEET SERVICES	FLEET SERVICES	173.12
		DPC INDUSTRIES, INC.	DPC INDUSTRIES, INC.	1,023.40
		DPC INDUSTRIES, INC.	DPC INDUSTRIES, INC.	40.00
		DPC INDUSTRIES, INC.	DPC INDUSTRIES, INC.	255.86
		DPC INDUSTRIES, INC.	DPC INDUSTRIES, INC.	1,279.26
		FEDERAL FICA TAX DEPOSIT	FEDERAL FICA TAX DEPOSIT	65.38
		FEDERAL MEDICARE TAX DEPOS	FEDERAL MEDICARE TAX DEPOS	15.29
		FRONTIER COMMUNICATIONS	FRONTIER COMMUNICATIONS	74.16
		RELIANT, DEPT 0954	RELIANT, DEPT 0954	2,171.68
		SKG ENGINEERING, LLC	SKG ENGINEERING, LLC	1,675.00
		SOUTHWESTERN WOOL/MOHAIR, INC.	SOUTHWESTERN WOOL/MOHAIR,	82.75
		TML INTERGOVERNMENTAL RISK POOL	TML INTERGOVERNMENTAL RISK	23,835.56
		TX HEALTH BENEFITS POOL	TX HEALTH BENEFITS POOL	854.24
		**PAYROLL EXPENSES	11/01/2023 - 11/30/2023	1,092.30
			TOTAL:	32,650.25
		REPUBLIC SERVICES	REPUBLIC SERVICES	20,912.45
		REPUBLIC SERVICES	REPUBLIC SERVICES	3,198.74
			TOTAL:	24,111.19
TML RETIREMENT CONT		WATERWORKS & SEWER TML INTERGOVERNMENTAL RISK POOL	TML INTERGOVERNMENTAL RISK	5,500.00
			TML INTERGOVERNMENTAL RISK	28,500.00
			TOTAL:	34,000.00
CEMETERY		EDEN SHORT STOP	EDEN SHORT STOP	52.76
		SOUTHWESTERN WOOL/MOHAIR, INC.	SOUTHWESTERN WOOL/MOHAIR,	78.25
			TOTAL:	131.01
GOLF COURSE		EDEN MUNICIPAL GOL. CONCHO POWER EQUIPMENT	CONCHO POWER EQUIPMENT	168.10
		SPORTSTURF IRRIGATION	SPORTSTURF IRRIGATION	995.00
		LOWE'S PAY AND SAVE, Inc.	LOWE'S PAY AND SAVE, Inc.	35.98
		FRONTIER COMMUNICATIONS	FRONTIER COMMUNICATIONS	47.78
		AMY PLUGGER	AMY PLUGGER	939.47
		RELIANT, DEPT 0954	RELIANT, DEPT 0954	235.43
		SOUTHWESTERN WOOL/MOHAIR, INC.	SOUTHWESTERN WOOL/MOHAIR,	90.43
			TOTAL:	2,512.19

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
===== FUND TOTALS =====				
	01	GENERAL FUND		80,247.98
	02	WATERWORKS & SEWER FUND		191,521.80
	06	CEMETERY FUND		131.01
	18	EDEN MUNICIPAL GOLF COURS		2,512.19
		GRAND TOTAL:		274,412.98

TOTAL PAGES: 5

SELECTION CRITERIA

Section 8, Item J.

SEL N OPTIONS

VEN ET: 02-CITY OF EDEN

VEN All

VEN CL A All

VEN BAN All

ITEM DATE: 11/01/2023 THRU 11/30/2023

ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00

GL POST DATE: 11/01/2023 THRU 11/30/2023

CHECK DATE: 11/01/2023 THRU 11/30/2023

PAYROLL SELECTION

PAYROLL EXPENSES: YES

EXPENSE TYPE: GROSS

CHECK DATE: 11/01/2023 THRU 11/30/2023

PRINT OPTIONS

PRINT DATE: None

SEQUENCE: By Department

DESCRIPTION: Distribution

GL ACCTS: NO

REPORT TITLE: C O U N C I L R E P O R T

SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES

INCLUDE OPEN ITEM: NO