



**CITY OF FAIR OAKS RANCH**  
**CITY COUNCIL REGULAR MEETING**

Thursday, September 01, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

Live Stream: <https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live>

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## **AGENDA**

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### **OPEN MEETING**

1. Roll Call - Declaration of a Quorum
2. Pledge of Allegiance

### **CITIZENS and GUEST FORUM**

*To address the Council, please sign the Attendance Roster located on the table at the entrance in the foyer of the Public Safety Training Room. In accordance with the Open Meetings Act, Council may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.*

3. Citizens to be heard.

### **PRESENTATIONS**

4. Presentation of a 5-Year Service Award to Nathan Domenech, Police Officer and Lacey Gonzalez, Police Officer.  
Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications
5. Presentation of a 10-Year Service Award to Paul Zepeda, Police Sergeant.  
Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications
6. Introduction of new employee: Garrett Sharp, Utility Technician  
Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications

### **CONSENT AGENDA**

*All of the following items are considered to be routine by the City Council, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Council Member by making such request prior to a motion and vote.*

7. Approval of the August 18, 2022 Regular City Council meeting minutes.  
Christina Picioccio, TRMC, City Secretary
8. Approval of Council Member Elizondo's absence from the September 1, 2022 Regular City Council Meeting.  
Christina Picioccio, TRMC, City Secretary

- [9.](#) Approval of the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Front Gate Subdivision.

Tim Moring, Chief of Police

- [10.](#) Approval of the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Elkhorn Ridge Subdivision.

Tim Moring, Chief of Police

### **CONSIDERATION/DISCUSSION ITEMS**

- [11.](#) Consideration and possible action approving the first reading of an Ordinance approving the first amendment to the City's exclusive franchise agreement with Republic Services for the collection, hauling, and disposal of residential garbage and refuse waste in the City of Fair Oaks Ranch.

Tobin Maples, AICP, City Manager

- [12.](#) Consideration and possible action approving a Resolution authorizing the execution of an Advance Funding Agreement with TxDOT for a Highway Safety Improvement Program (HSIP) project and authorizing the City Manager to execute applicable documents.

Grant Watanabe, P.E., Director of Public Works & Engineering Services

- [13.](#) Consideration and possible action authorizing the City Manager to execute Interlocal Agreements to allow for cooperative purchasing.

Clayton Hoelscher, Procurement Manager

- [14.](#) Consideration and possible action approving an Interlocal Agreement with the City of Boerne for Animal Services in FY 2022-2023 and authorizing the City Manager to execute the agreement.

Tim Moring, Chief of Police

- [15.](#) Discussion of Cost of Living Adjustments (COLAs) and Compensation Study.

Scott Huizenga, Assistant City Manager, Administrative Services

- [16.](#) Discussion regarding FY 2022-23 Budget.

Scott Huizenga, Assistant City Manager, Administrative Services

### **REPORTS FROM STAFF AND COMMITTEES**

- [17.](#) Presentation of Financial Update and Quarterly Investment Report for Q3 of Fiscal Year 2021-22.

Scott Huizenga, Assistant City Manager, Administrative Services

**REQUESTS AND ANNOUNCEMENTS**

18. Announcements and reports by Mayor and Council Members.
19. Announcements by the City Manager.
20. Requests by Mayor and Council Members that items be placed on a future City Council agenda.

**CONVENE INTO EXECUTIVE SESSION**

*Pursuant to Section 551.101 of the Open Meetings Act, Texas Gov't Code, a quorum of the governing body hereby convenes into closed session:*

**Sec. 551.071 (Consultation with Attorney)** the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

21. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.
22. Cause No. 2022CI01978; Boerne Ranch Estates, LLC v. The City of Fair Oaks Ranch.
23. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.

**Sec. 551.072 (Deliberation regarding real property)**

24. The City Council will meet in closed session to deliberate the purchase, exchange, lease, or value of real property that may be considered for future location of water and wastewater system improvements.

**Sec. 551.074 (Personnel Matters)**

25. To perform the annual evaluation of the City Secretary.
26. To perform the annual evaluation of the City Manager.

**RECONVENE INTO OPEN SESSION**

*Discussion and possible action on items discussed in Executive Session.*

**ADJOURNMENT**

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**Signature of Agenda Approval:** s/Tobin E. Maples

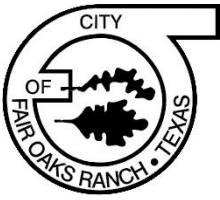
Tobin E. Maples, City Manager

I, Amanda Valdez, TRMC, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City's website [www.fairoaksranchtx.org](http://www.fairoaksranchtx.org), both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, August 29, 2022 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch Police Station is wheelchair accessible at the front main entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available. The City Council reserves the right to convene into Executive Session at any time regarding an issue on the agenda for which it is legally permissible; pursuant to Texas Government Code Chapter 551. Section 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 551.087 (Economic Development).





**CITY OF FAIR OAKS RANCH**  
**CITY COUNCIL REGULAR MEETING**

Thursday, August 18, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

Live Stream: <https://www.youtube.com/channel/UCDqRvLvReqxrh1lbajwshKA/live>

**MINUTES**

**OPEN MEETING**

1. Roll Call - Declaration of a Quorum

Council Present: Mayor Maxton and Council Members: Stroup, Elizondo, Bliss, Koerner, Parker and Muenchow.

Council Absent: Council Member Bliss

With a quorum present, the meeting was called to order at 6:30 PM.

**CITIZENS and GUEST FORUM**

3. **Citizens to be heard.**

Julie Lovelace spoke in favor of the second Cost of Living Adjustment being considered in the budget and asked Council to consider giving an increase to at least a portion of staff if their concern comes from providing an adjustment to employees in the higher tiers. Ms. Lovelace told Council she would not take an adjustment so that there was no conflict of interest.

Nolan Kuehn, resident of 19 years, spoke of the danger to cyclists from the glass on the street because of the trash compactors conducting the bulk brush pickup and thanked City Manager, Tobin Maples, for discussing this in person with him recently. Mr. Kuehn also suggested a periodic Town Hall meeting to get input from residents.

Rich Senna, Boerne ISD Board Trustee, thanked Council, City Manager Tobin Maples, and Police Chief Tim Moring for working with the district to approve two School Resource Officers to ensure school safety.

**CONSENT AGENDA**

4. **Approval of the August 4, 2022 Regular City Council meeting minutes.**

MOTION: Made by Council Member Koerner, seconded by Council Member Muenchow, to approve the Consent Agenda.

VOTE: 7-0; Motion Passed.

**CONSIDERATION/DISCUSSION ITEMS**

5. **Consideration and possible action to accept applications for open positions on Boards, Committees, and Commissions and to set dates for interviews.**

MOTION: Made by Council Member Elizondo, seconded by Council Member Koerner, to accept the applications of those that are seeking reappointment to their boards, committees, or commissions.

VOTE: 7-0; Motion Passed.

MOTION: Made by Council Member Koerner, seconded by Council Member Bliss, to forego interviews for the moving of alternates to a primary position for the Zoning Board of Adjustment.

VOTE: 6-1; Motion Passed. Council Member Elizondo voted nay.

Council designated August 31, 2022 at 6:00 PM and September 15, 2022 at 4:30 PM, if necessary, to interview the five new applicants interested in serving. There are no eligible applicants for the alternate position on the Board of Appeals but if an application is received at a later date it will be presented to Council at that time.

**6. Consideration and possible action approving the first reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Front Gate Subdivision.**

MOTION: Made by Council Member Muenchow, seconded by Council Member Parker, to approve the first reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Front Gate Subdivision.

VOTE: 7-0; Motion Passed.

**7. Consideration and possible action approving the first reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Elkhorn Ridge Subdivision.**

MOTION: Made by Council Member Muenchow, seconded by Council Member Parker, to approve the first reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Elkhorn Ridge Subdivision.

VOTE: 7-0; Motion Passed.

**8. Consideration and possible action regarding Stop Sign Alternatives for the Chartwell Intersection.**

No action was taken by Council but direction was provided to staff to gather data such as feedback from Administrators at the school and Police Officers working the intersection on what they've observed thus far. Council Member Muenchow suggested a Town Hall meeting to gather additional feedback from the parents and other citizens driving through the intersection.

**9. Submission of calculated FY 2022-23 property tax rates to the City Council.**

Scott Huizenga, Assistant City Manager for Administrative Services, provided to Council a presentation on the calculated FY 2022-23 property tax rates inclusive of an overview of tax roll data.

**10. Consideration and possible action approving a resolution setting the proposed maximum Fiscal Year 2022-23 ad valorem tax rate and setting the date to hold the proposed Fiscal Year 2022-23 budget public hearing as September 15, 2022, at 6:30 PM and setting the date to adopt said budget and the meeting to vote on tax rate as September 22, 2022.**

MOTION: Made by Mayor Maxton, seconded by Council Member Elizondo, to approve the resolution setting the maximum total ad valorem tax rate Council will consider for Fiscal Year 2022-23 is 35.18 cents per \$100 taxable value; and to hold the proposed Fiscal Year 2022-23 budget public hearing and tax rate public hearing on September 15, 2022, at 6:30 PM, and to adopt said budget and tax rate on September 22, 2022.

VOTE: 7-0; Motion Passed as recorded:

Mayor Maxton – For; Council Member Stroup – For; Council Member Elizondo – For; Council Member Bliss - For; Council Member Koerner - For; Council Member Parker – For; Council Member Muenchow – For.

**11. Discussion regarding FY 2022-23 Budget.**

Scott Huizenga, Assistant City Manager of Administrative Services led a discussion of the proposed budget with the Council. Senior Staff answered questions throughout discussion of the general fund. The utility fund would be discussed at the September 1, 2022 Council meeting.

MOTION: Made by Council Member Koerner, seconded by Council Member Elizondo, to add the fiscal year 3.2 percent Cost of Living Adjustment back into the budget as was voted on at the July 21, 2022 Council Meeting.

No vote was taken but direction was given to staff to bring an agenda item to the September 1, 2022 Council Meeting to discuss the distribution of Cost of Living Adjustments.

**REQUESTS AND ANNOUNCEMENTS**

**12. Announcements and reports by Mayor and Council Members.**

None.

**13. Announcements by the City Manager.**

None.

**14. Requests by Mayor and Council Members that items be placed on a future City Council agenda.**

Council Member Koerner reiterated that she would like an agenda item regarding the allocation of a Cost of Living Adjustments.

**CONVENE INTO EXECUTIVE SESSION**

City Council convened into Executive Session at 10:07 PM regarding:

**Sec. 551.074 (Personnel Matters)**

- 19. To perform the annual evaluation of the City Manager.

City Council did not convene into Executive Session regarding:

**Sec. 551.071 (Consultation with Attorney)** the City Council will meet in private consultation with legal counsel to seek the advice of its attorneys about pending or contemplated litigation, a settlement offer, and/or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Chapter 551 of the Government Code; to wit:

- 15. To receive legal advice from Special Counsel and the City Attorney regarding the City's ground water rights.
- 16. Cause No. 2022CI01978; Boerne Ranch Estates, LLC v. The City of Fair Oaks Ranch.
- 17. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.

**Sec. 551.072 (Deliberation regarding real property)**

- 18. The City Council will meet in closed session to deliberate the purchase, exchange, lease, or value of real property that may be considered for future location of water and wastewater system improvements.

**RECONVENE INTO OPEN SESSION**

Council reconvened into Open Session at 11:57 PM. No action was taken.

**ADJOURNMENT**

Mayor Maxton adjourned the meeting at 11:57 PM.

ATTEST:

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Gregory C. Maxton, Mayor

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Christina Picioccio, TRMC, City Secretary



**CITY COUNCIL CONSENT ITEM  
CITY OF FAIR OAKS RANCH, TEXAS  
September 1, 2022**

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AGENDA TOPIC: Approval of Council Member Elizondo’s absence from the September 1, 2022 Regular City Council Meeting  
DATE: September 1, 2022  
DEPARTMENT: City Council  
PRESENTED BY: Consent Agenda - Christina Picioccio, TRMC, City Secretary

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**INTRODUCTION/BACKGROUND:**

I am respectfully requesting that City Council consider my request to be excused from the Regular Council Meeting to be held on September 1, 2022. I request this excused absence so I may attend to my father’s funeral and other activities related thereto.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Complies with Section 3.09 of the Home Rule Charter.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

Consent Agenda - I move to approve Council Member Elizondo’s absence from the September 1, 2022 City Council Meeting.



**CITY COUNCIL CONSENT ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

**AGENDA TOPIC:** Approval of the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Front Gate Subdivision

**DATE:** September 1, 2022

**DEPARTMENT:** Police Department

**PRESENTED BY:** Consent Agenda - Tim Moring, Chief of Police

**INTRODUCTION/BACKGROUND:**

Our city is a bedroom community which desires to retain that flavor. As a council and staff, we are committed to fulfilling our residents expressed desires to protect our quality of life, provide for public health and safety, and protect existing investment and valued community assets. In April 2021, the city found it to be in the best interest of the citizens whom reside within gated (private) communities to enter into an agreement with the city to provide legal means of proactive police patrols and other police services within their respective communities.

Article III, Section 52 and Article XI, Section 3 of the Texas Constitution prevent any city from lending credit, granting public money, or making any appropriation or donation to any private entity. In other words, cities may not spend public money for a private purpose and would therefore be prohibited from performing public services in the gated community, such as road maintenance, trash collection, and traffic enforcement. This does not prevent police from answering a community generated call in those gated communities but does prevent police from conducting proactive/preventative patrols to deter crime and enforce traffic laws. Exceptions are placed within the law that allow municipalities to enter into agreements with private communities to allow proactive patrols and traffic enforcement. This agreement may be done with 25% of the property owners in agreement or by the consent the developer and/or managing party in control of the current homeowner’s association.

In December 2021, the Director of Community Management for Front Gate Homeowners Association reached out to city staff in reference to complaints from residents regarding safety within the gated neighborhood. The director was provided a copy of the law enforcement agreement drafted by the City Attorney’s office and advised on the process of approval by City Council. In January 2022 Mr. Kyle Coldeway, Board Member for SA Front Gate Homeowners Association, submitted a signed law enforcement agreement to the city with the request that it be presented to City Council for approval.

On March 3, 2022, the City Council authorized the City Manager to sign the Law Enforcement Agreements with SA Front Gate HOA to provide police services, including traffic enforcement, within the gated community (**Exhibit A**). The updated Ordinance attached herein contain the updated information necessary for the proper and legal enforcement of all speed limits and stop signs within the Front Gate subdivision (**Exhibit B**). On August 18, 2022, City Council approved the first reading of this ordinance.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Preservation of quality-of-life characteristics through compliance with state law by ensuring the same services are available to all residents of Fair Oaks Ranch. Ensuring legal means of enforcement are adopted by governing body to preserve those quality-of-life characteristics.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

None at this time.

**LEGAL ANALYSIS:**

The updated ordinance drafted by staff has been reviewed and approved by the City Attorney's office.

**RECOMMENDATION/PROPOSED MOTION:**

Consent Agenda: I move to approve the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Front Gate Subdivision.

**LAW ENFORCEMENT AGREEMENT  
(NAME OF HOMEOWNERS ASSOCIATION)**

This Law Enforcement Agreement (the "Agreement") between the City of Fair Oaks Ranch, Texas, a Texas Municipal Corporation (the "City") and the SA Front Gate Homeowners Association, Inc. (the "Association"), collectively, Parties, is entered into as of the date of the final signature of the parties (the "Effective Date") and approval by the City Council.

**WITNESSETH:**

**WHEREAS**, SA Front Gate Homeowners Association, Inc. is a private gated community in the City of Fair Oaks Ranch, Bexar County, Texas, generally located at 8902 Front Gate Rd and containing a total of three hundred eighty-six (386) residences; and

**WHEREAS**, the Association is the owner of the private streets in SA Front Gate Homeowners Association, Inc. (the "Private Streets") and is responsible for the maintenance thereof; and

**WHEREAS**, the Association acknowledge that SA Front Gate Homeowners Association, Inc. is a subdivision within the City limits of the City and in accordance with the Texas Transportation Code Section 542.008 (the "Statute"), the Association presented a petition to the City Council of the City (the "City Council") seeking to cause the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the Private Streets in SA Front Gate Homeowners Association, Inc. (the "Petition"); and

**WHEREAS**, the City Council has found the Petition in the best interest of the City generally, has accepted the Petition, and directed the City staff to draft an ordinance and this Agreement, according to the requirements of the Statute to provide for the enforcement of the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to Private Streets in the SA Front Gate Subdivision; and,

**WHEREAS**, the Association further requests and authorizes the City to allow the residents of SA Front Gate Homeowners Association, Inc. to participate in the Home Watch program offered by the Fair Oaks Ranch Police Department ("Department"); and

**WHEREAS**, nothing herein is intended by the Parties to limit the authority of the Department to respond to any call for service, report of suspicious activity, or any other situation requiring an immediate investigative response, solely because the subdivision is gated.

**NOW, THEREFORE**, in consideration of the covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the Association agree as follows:

**1. Term.** Pursuant to the Statute, the City has extended the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the Private Streets in SA Front Gate Homeowners Association, Inc. The Association agrees that, pursuant to this Agreement, the Private Streets are considered to be public streets for purposes of the application and enforcement of the traffic rules and laws addressed herein and that this Agreement shall remain



in effect until such time as the City should determine, by ordinance, that it is not in its interest to enforce the traffic rules and laws within the subdivision.

**2. Traffic Signs.** The Association shall install subdivision traffic signs and street name blade signs in compliance with both the Texas Manual of Uniform Traffic Control Device standards and the City’s standards. The Association shall be solely responsible for all costs and expenses of the signs and the installation thereof.

**3. City Patrol.** Effective on the date an ordinance is adopted to extend traffic laws, rules, general patrol and the Home Watch program, police officers of City will be authorized to begin general patrol of the subdivision for the purposes stated herein and for issuing traffic citations for violations of traffic laws occurring on the roads within the subdivision when appropriate and in the discretion of police officers of City, such police officers having the sole discretion in such matters.

**4. No Warranties or Representations.** Neither City nor City’s Police Department or City’s police officers make any representations or warranties to the Association or to anyone else in relation to City patrols or City enforcement of traffic laws on the roads within the subdivision. City disclaims any responsibility to maintain or improve the roads within the subdivision or any street signs or traffic signs on said roads, said maintenance and improvement responsibility to be and remain solely that of the Association.

**5. Speed Humps.** The Association agrees that all speed humps on the Private Streets must comply with the City’s standards. New speed humps must receive approval through the normal City process and are the discretion of the City of Fair Oaks Ranch based on City policies and standards. The Association shall be solely responsible for all costs and expenses necessary to bring and keep the speed humps in compliance.

**6. Plans, Installation, and Approval.** Prior to installation of the subdivision traffic signs and street name blade signs and prior to work being done on the speed humps, the Association shall submit plans for the design and specifications of such traffic and street name or other signage and such speed humps and obtain written approval from the City. The Association shall construct, repair, and/or install, or cause the construction, repair, and/or installation of, such signage and speed humps in accordance with the approved plans.

**7. Association Obligations.** The Association will pay for all repairs, replacement, and maintenance of all signage and speed humps to maintain compliance with the applicable standards set forth herein. All maintenance performed by the Association will meet the specifications of the codified requirements of the City related to traffic signage and speed humps in residential subdivisions. If the City determines that repairs, replacement, and/or maintenance are required, the City shall inform the Association in writing of the need for said repairs, replacement, and/or maintenance, and the Association shall commence said repairs, replacement, and/or maintenance within fourteen (14) calendar days of such notice and diligently pursue the work thereon, with completion thereof not to exceed forty-five (45) calendar days.

**8. Traffic Control Devices.** Pursuant to the authority granted under the Statute, the City may place official traffic control devices on property abutting the Private Streets if (1) those devices

relate to a specified traffic rule; and (2) the consent of the owner of that property is obtained or an easement is available for the placement. The Association hereby consents to the placement of any such devices on the property owned by them. No additional consent shall be required.

**9. Payment.** The Association will not be required to pay any additional cost for the services requested herein, unless such services are requested in excess of the services provided to City citizens that do not reside in private gated communities in the City. Notwithstanding the foregoing, the Association shall be required to pay those costs and expenses discussed in Sections 2, 5, 6, and 7, and 8 of this Agreement.

**10. INDEMNIFICATION.** THE ASSOCIATION ON BEHALF OF EACH OF THEIR SUCCESSORS, ASSIGNEES, GRANTEEES, AND/OR TRUSTEES DOES HEREBY AGREE TO RELEASE, DEFEND, INDEMNIFY, AND HOLD HARMLESS THE CITY AND ITS CITY COUNCILMEMBERS, OFFICERS, AGENTS, REPRESENTATIVES, AND EMPLOYEES (THE “INDEMNIFIED PARTIES”) FROM AND AGAINST ALL DAMAGES, INJURIES (INCLUDING DEATH), CLAIMS, PROPERTY DAMAGES (INCLUDING LOSS OF USE), LOSSES, DEMANDS, SUITS, JUDGMENTS AND COSTS, INCLUDING, WITHOUT LIMITATION, REASONABLE ATTORNEYS’ FEES AND EXPENSES (INCLUDING, WITHOUT LIMITATION, ATTORNEYS’ FEES AND EXPENSES INCURRED IN ENFORCING THIS INDEMNITY), CAUSED BY THE NEGLIGENT, GROSSLY NEGLIGENT, AND/OR INTENTIONAL ACT AND/OR OMISSION OF THE ASSOCIATION IN THE PERFORMANCE OF ITS OBLIGATIONS UNDER THIS AGREEMENT, IN WHOLE OR IN PART, REGARDLESS OF THE JOINT OR CONCURRENT NEGLIGENCE OR STRICT LIABILITY OF THE CITY (HEREINAFTER “CLAIMS”). THE ASSOCIATION IS EXPRESSLY REQUIRED TO DEFEND THE INDEMNIFIED PARTIES AGAINST ALL SUCH CLAIMS.

IN ITS SOLE DISCRETION, THE CITY SHALL HAVE THE RIGHT TO APPROVE OR SELECT DEFENSE COUNSEL TO BE RETAINED BY THE ASSOCIATION IN FULFILLING THEIR OBLIGATIONS HEREUNDER TO DEFEND AND INDEMNIFY THE INDEMNIFIED PARTIES, UNLESS SUCH RIGHT IS EXPRESSLY WAIVED BY THE CITY IN WRITING. THE CITY RESERVES THE RIGHT TO PROVIDE A PORTION OR ALL OF ITS OWN DEFENSE; HOWEVER THE CITY IS UNDER NO OBLIGATION TO DO SO.

THIS SECTION 10. SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT WITH RESPECT TO ANY INCIDENT OCCURRING DURING THE TERM HEREOF.

#### **11. Miscellaneous.**

- (a) Breach. In the event of a breach of this Agreement by any party, any other party may pursue any remedies available at law or in equity, including without limitation, specific performance.
- (b) Assignment, Binding Nature, and Recording. This Agreement may not be assigned by the Association.

- (c) Notices. Any notice required or permitted by this Agreement is effective when personally delivered in writing or two (2) business days after notice is deposited with the U.S. Postal Service, postage prepaid, certified mail with return receipt requested, and addressed as follows:

City:

City of Fair Oaks Ranch, Texas  
 7286 Dietz Elkhorn  
 Fair Oaks Ranch, Texas 78015  
 Attention: City Manager

with copy to:

Denton Navarro Rocha Bernal & Zech, P.C.  
 2517 N. Main Avenue  
 San Antonio, Texas 78212  
 Attention: T. Daniel Santee

Association:

SA Front Gate Homeowners Association, Inc.  
 3424 Peasanos Parkway, Ste 100  
 San Antonio, TX 78231  
 Attention: Julie Rincon

with copy to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Attention: \_\_\_\_\_

The parties may, from time to time, change their respective addresses listed above to any other location in the United States for the purpose of notice under this Agreement. A party's change of address shall be effective when notice of change is provided to the other party in accordance with the provisions of this Section 11.(c).

- (d) Capacities. The person executing this Agreement on behalf of the Association represents and warrants that he/she has the authority to do so in the capacity stated.
- (e) Interpretation. This Agreement will be deemed drafted equally by all parties hereto. The language of all parts of this Agreement will be construed as a whole according to its fair meaning, and any presumption or principle that the language in this Agreement is to be construed against any party will not apply. Headings in this

Agreement are for the convenience of the parties and are not intended to be used in construing this document.

- (f) Further Assurances. The parties agree to take such further actions and to sign such further documents as may be reasonably necessary or appropriate to fulfill the intent of, and to complete the transactions described in this Agreement.
- (g) Unenforceability. If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability shall not affect the validity of any other part, term, or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of this Agreement.
- (h) Choice of Law. This Agreement will be construed under the laws of the State of Texas without regard to choice-of-law rules of any jurisdiction. Venue shall be in the State District Courts of Kendall County, Texas with respect to any lawsuit arising out of or construing the terms and provisions of this Agreement. No provision of this Agreement shall constitute a consent to suit by any party.
- (i) Counterparts. This Agreement may be executed in a number of identical counterparts, each of which will be deemed an original for all purposes.
- (j) Immunity. By execution of this Agreement, the parties agree that the City has not waived or surrendered any of its governmental powers, immunities, or rights.
- (k) Force Majeure. Notwithstanding anything to the contrary contained herein, in the event a party is prevented from performing its obligations hereunder due to inclement weather, strikes, riots, civil unrest, or any other cause which is beyond the reasonable control of such party (a delay due to any such cause being referred to herein as a "Force Majeure Delay") then the time period for such party's performance shall be extended by the length of the Force Majeure Delay and such party's failure to perform such obligation shall be excused for the duration of, and to the extent of, such Force Majeure Delay.

*[The remainder of this page intentionally left blank]*

IN WITNESS WHEREOF, the parties hereby have executed this Agreement to be effective as of the Effective Date.

**THE CITY:**

**CITY OF FAIR OAKS RANCH, TEXAS,**  
a Texas municipal corporation

By: Tobin E. Maples  
Tobin E. Maples, City Manager

Date: 3-21-2022

**THE ASSOCIATION:**

**SA Front Gate Homeowners Association, Inc.**  
a Texas nonprofit corporation

By: Kyle Coldeway  
Name: Kyle Coldeway  
Title: Board Member

Date: 2022/01/03

AN ORDINANCE

AMENDING CHAPTER 12 TRAFFIC AND VEHICLES, ARTICLE 12.01 GENERAL PROVISIONS, SECTION 12.01.033 (4) OF THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES BY ADDING 25 MPH SPEED LIMIT ON STREETS WITHIN THE FRONT GATE SUBDIVISION; ESTABLISHING STOP SIGNS WITHIN THE FRONT GATE SUBDIVISION, FAIR OAKS RANCH, BEXAR COUNTY, TEXAS; PRESCRIBING FOR A PENALTY OF NOT LESS THAN \$25 NOR MORE THAN \$500; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF

WHEREAS, the City Council of the City of Fair Oaks Ranch, Texas has passed and approved Ordinance 31.13 adopting the State of Texas prima facie maximum speed limit of thirty (30) miles per hour on all streets, with exceptions, within the City, as prescribed in Article 6701d, Section 166 (a) 1, Vernon’s Annotated Texas Statutes; and,

WHEREAS, for the safety and well-being of the citizens of Fair Oaks Ranch, Ordinance 35.9 was passed and approved establishing and defining full stop signs within the City of Fair Oaks Ranch; and,

WHEREAS, the Front Gate subdivision, located in the City of Fair Oaks Ranch (“City”), has requested traffic enforcement within the subdivision; and,

WHEREAS, on March 3, 2022, the City Council of the City of Fair Oaks Ranch approved a Law Enforcement Agreement with the SA Front Gate Homeowners Association, Inc., authorizing the extension of traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the private streets in SA Front Gate Homeowners Association, Inc.; and,

WHEREAS, the City Council of the City of Fair Oaks Ranch finds that it is necessary to amend Ordinance 31.13 and all subsequent ordinances; and,

WHEREAS, all stop sign traffic control devices situated at the street intersections hereinafter designated conform to the manual and specifications for uniform traffic control devices as adopted by State Highway Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

PART 1. Amends Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions by modifying Section 12.01.003 (4) of the City of Fair Oaks Ranch Code of Ordinances.

PART 2. Adopts 25 MPH on the following streets:

- |                   |                    |                   |
|-------------------|--------------------|-------------------|
| 1. Front Gate     | 10. Irving Hill    | 19. Bull Gate     |
| 2. Gate Forest    | 11. Quail Gate     | 20. Bull Ride     |
| 3. Bull Ring      | 12. Stevenson Gate | 21. Square Gate   |
| 4. Kings Gate     | 13. Fairs Gate     | 22. Bucking Bull  |
| 5. Hidden Gate    | 14. Pond Gate      | 23. Shady Pond    |
| 6. Pfeiffers Gate | 15. Maureens Pond  | 24. Bulls Pond    |
| 7. Howards Bull   | 16. Leslies Gate   | 25. Irving Circle |
| 8. Shady Gate     | 17. Craigs Gate    |                   |
| 9. Whisper Gate   | 18. Gate Run       |                   |

**PART 3.** for the safety and well-being of the citizens of Fair Oaks Ranch, this Ordinance encompasses the following full stop – stop sign street location:

**THROUGH STREET**

**STOP SIGN STREET/LOCATION**

Front Gate  
Front Gate  
Front Gate  
Gate Forest  
Gate Forest  
Gate Forest  
Gate Forest  
Gate Forest  
Gate Forest  
Bulls Pond  
Bulls Pond  
Shady Gate  
Pfeiffers Gate  
Bull Ride  
Whisper Gate  
Whisper Gate  
Fairs Gate  
Fairs Gate  
Fairs Gate  
Fairs Gate  
Fairs Gate  
Fairs Gate  
Shady Pond  
Shady Pond  
Stevenson Gate  
Stevenson Gate  
Stevenson Gate  
Square Gate  
Old Dietz Elkhorn  
Fair Oaks Parkway

Gate Forest  
Irving Hill  
Bull Ride  
Hidden Gate  
Kings Gate  
Bull Ring  
Pfeiffers Gate  
Howards Bull  
Bulls Gate  
Gate Forest  
Shady Gate  
Irving Circle  
Shady Gate  
Pfeiffers Gate  
Pfeiffers Gate  
Front Gate  
Whisper Gate  
Pond Gate  
Maureens Pond  
Leslies Gate  
Craigs Gate  
Gate Run  
Bucking Bull  
Square Gate  
Pond Gate  
Craigs Gate  
Gate Run  
Bull Ride  
Stevenson Gate  
Front Gate

**PART 4.** Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

**PART 5.** Violation. It shall be unlawful to operate a vehicle without bringing the vehicle to a full and complete stop before proceeding. All vehicles shall remain stopped until the intersection is free and clear of all oncoming vehicles which might constitute a hazard to life or property under the condition then and there existing.

**PART 6.** Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in



full force and effect. Fair Oaks Ranch hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.

**PART 5. Penalty Provision.** Any violation this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined a sum of not less than \$25 nor more than \$500. The sign designated in this Ordinance shall become property of the City and penalty for removing or having in possession any signs designated as property of the City shall be punishable by a fine not less than \$25 nor more than \$500. The City of Fair Oaks Ranch retains all legal rights and remedies available to it pursuant to local, state and federal law.

**PART 6. Effective Date.** This Ordinance shall be effective upon its passage, approval, and publication as required by law.

**PASSED and APPROVED on first reading the 18<sup>th</sup> day of August 2022.**

**PASSED, APPROVED AND ADOPTED on second reading this 1<sup>st</sup> day of September 2022.**

\_\_\_\_\_  
Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Christina Picioccio, TRMC, City Secretary

\_\_\_\_\_  
Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney





**CITY COUNCIL CONSENT ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

**AGENDA TOPIC:** Approval of the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Elkhorn Ridge Subdivision

**DATE:** September 1, 2022

**DEPARTMENT:** Police Department

**PRESENTED BY:** Consent Agenda - Tim Moring, Chief of Police

**INTRODUCTION/BACKGROUND:**

Our city is a bedroom community which desires to retain that flavor. As a council and staff, we are committed to fulfilling our residents expressed desires to protect our quality of life, provide for public health and safety, and protect existing investment and valued community assets. In April 2021, the city found it to be in the best interest of the citizens whom reside within gated (private) communities to enter into an agreement with the city to provide legal means of proactive police patrols and other police services within their respective communities.

Article III, Section 52 and Article XI, Section 3 of the Texas Constitution prevent any city from lending credit, granting public money, or making any appropriation or donation to any private entity. In other words, cities may not spend public money for a private purpose and would therefore be prohibited from performing public services in the gated community, such as road maintenance, trash collection, and traffic enforcement. This does not prevent police from answering a community generated call in those gated communities but does prevent police from conducting proactive/preventative patrols to deter crime and enforce traffic laws. Exceptions are placed within the law that allow municipalities to enter into agreements with private communities to allow proactive patrols and traffic enforcement. This agreement may be done with 25% of the property owners in agreement or by the consent the developer and/or managing party in control of the current homeowner’s association.

In December 2021, the Director of Community Management for Elkhorn Ridge Homeowners Association reached out to city staff in reference to complaints from residents regarding safety within the gated neighborhood. The director was provided a copy of the law enforcement agreement drafted by the City Attorney’s office and advised on the process of approval by City Council. In January 2022 Mr. Kyle Coldeway, Board Member for Elkhorn Ridge Homeowners Association, submitted a signed law enforcement agreement to the city with the request that it be presented to City Council for approval.

On March 3, 2022, the City Council authorized the City Manager to sign the Law Enforcement Agreements with Elkhorn Ridge HOA to provide police services, including traffic enforcement, within the gated community (**Exhibit A**). The updated Ordinance attached herein contain the updated information necessary for the proper and legal enforcement of all speed limits and stop signs within the Elkhorn Ridge subdivision (**Exhibit B**). On August 18, 2022, City Council approved the first reading of this ordinance.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Preservation of quality-of-life characteristics through compliance with state law by ensuring the same services are available to all residents of Fair Oaks Ranch. Ensuring legal means of enforcement are adopted by governing body to preserve those quality-of-life characteristics.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

None at this time.

**LEGAL ANALYSIS:**

The updated ordinance drafted by staff has been reviewed and approved by the City Attorney's office.

**RECOMMENDATION/PROPOSED MOTION:**

Consent Agenda: I move to approve the second reading of an Ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 12 "Traffic and Vehicles" Article 01.033 "Prima Facie Speed Limits" adding 25 mph speed limits and establishing stop signs on streets within the Elkhorn Ridge Subdivision.

**LAW ENFORCEMENT AGREEMENT  
(NAME OF HOMEOWNERS ASSOCIATION)**

This Law Enforcement Agreement (the "Agreement") between the City of Fair Oaks Ranch, Texas, a Texas Municipal Corporation (the "City") and the Elkhorn Ridge Homeowners Association, Inc.. (the "Association"), collectively, Parties, is entered into as of the date of the final signature of the parties (the "Effective Date") and approval by the City Council.

**WITNESSETH:**

**WHEREAS**, Elkhorn Ridge Homeowners Association, Inc. is a private gated community in the City of Fair Oaks Ranch, Bexar County, Texas, generally located at 8907 Dietz-Elkhorn Rd and containing a total of one hundred thirty-two (132) residences; and

**WHEREAS**, the Association is the owner of the private streets in Elkhorn Ridge Homeowners Association, Inc. (the "Private Streets") and is responsible for the maintenance thereof; and

**WHEREAS**, the Association acknowledge that Elkhorn Ridge Homeowners Association, Inc is a subdivision within the City limits of the City and in accordance with the Texas Transportation Code Section 542.008 (the "Statute"), the Association presented a petition to the City Council of the City (the "City Council") seeking to cause the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the Private Streets in Elkhorn Ridge Homeowners Association, Inc (the "Petition"); and

**WHEREAS**, the City Council has found the Petition in the best interest of the City generally, has accepted the Petition, and directed the City staff to draft an ordinance and this Agreement, according to the requirements of the Statute to provide for the enforcement of the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to Private Streets in the Elkhorn Ridge Subdivision; and,

**WHEREAS**, the Association further requests and authorizes the City to allow the residents of Elkhorn Ridge Homeowners Association, Inc. to participate in the Home Watch program offered by the Fair Oaks Ranch Police Department ("Department"); and

**WHEREAS**, nothing herein is intended by the Parties to limit the authority of the Department to respond to any call for service, report of suspicious activity, or any other situation requiring an immediate investigative response, solely because the subdivision is gated.

**NOW, THEREFORE**, in consideration of the covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the Association agree as follows:

**1. Term.** Pursuant to the Statute, the City has extended the traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the Private Streets in Elkhorn Ridge Homeowners Association, Inc. The Association agrees that, pursuant to this Agreement, the Private Streets are considered to be public streets for purposes of the application and enforcement of the traffic rules and laws addressed herein and that this Agreement shall remain

in effect until such time as the City should determine, by ordinance, that it is not in its interest to enforce the traffic rules and laws within the subdivision.

**2. Traffic Signs.** The Association shall install subdivision traffic signs and street name blade signs in compliance with both the Texas Manual of Uniform Traffic Control Device standards and the City's standards. The Association shall be solely responsible for all costs and expenses of the signs and the installation thereof.

**3. City Patrol.** Effective on the date an ordinance is adopted to extend traffic laws, rules, general patrol and the Home Watch program, police officers of City will be authorized to begin general patrol of the subdivision for the purposes stated herein and for issuing traffic citations for violations of traffic laws occurring on the roads within the subdivision when appropriate and in the discretion of police officers of City, such police officers having the sole discretion in such matters.

**4. No Warranties or Representations.** Neither City nor City's Police Department or City's police officers make any representations or warranties to the Association or to anyone else in relation to City patrols or City enforcement of traffic laws on the roads within the subdivision. City disclaims any responsibility to maintain or improve the roads within the subdivision or any street signs or traffic signs on said roads, said maintenance and improvement responsibility to be and remain solely that of the Association.

**5. Speed Humps.** The Association agrees that all speed humps on the Private Streets must comply with the City's standards. New speed humps must receive approval through the normal City process and are the discretion of the City of Fair Oaks Ranch based on City policies and standards. The Association shall be solely responsible for all costs and expenses necessary to bring and keep the speed humps in compliance.

**6. Plans, Installation, and Approval.** Prior to installation of the subdivision traffic signs and street name blade signs and prior to work being done on the speed humps, the Association shall submit plans for the design and specifications of such traffic and street name or other signage and such speed humps and obtain written approval from the City. The Association shall construct, repair, and/or install, or cause the construction, repair, and/or installation of, such signage and speed humps in accordance with the approved plans.

**7. Association Obligations.** The Association will pay for all repairs, replacement, and maintenance of all signage and speed humps to maintain compliance with the applicable standards set forth herein. All maintenance performed by the Association will meet the specifications of the codified requirements of the City related to traffic signage and speed humps in residential subdivisions. If the City determines that repairs, replacement, and/or maintenance are required, the City shall inform the Association in writing of the need for said repairs, replacement, and/or maintenance, and the Association shall commence said repairs, replacement, and/or maintenance within fourteen (14) calendar days of such notice and diligently pursue the work thereon, with completion thereof not to exceed forty-five (45) calendar days.

**8. Traffic Control Devices.** Pursuant to the authority granted under the Statute, the City may place official traffic control devices on property abutting the Private Streets if (1) those devices

relate to a specified traffic rule; and (2) the consent of the owner of that property is obtained or an easement is available for the placement. The Association hereby consents to the placement of any such devices on the property owned by them. No additional consent shall be required.

**9. Payment.** The Association will not be required to pay any additional cost for the services requested herein, unless such services are requested in excess of the services provided to City citizens that do not reside in private gated communities in the City. Notwithstanding the foregoing, the Association shall be required to pay those costs and expenses discussed in Sections 2, 5, 6, and 7, and 8 of this Agreement.

**10. INDEMNIFICATION.** THE ASSOCIATION ON BEHALF OF EACH OF THEIR SUCCESSORS, ASSIGNEES, GRANTEES, AND/OR TRUSTEES DOES HEREBY AGREE TO RELEASE, DEFEND, INDEMNIFY, AND HOLD HARMLESS THE CITY AND ITS CITY COUNCILMEMBERS, OFFICERS, AGENTS, REPRESENTATIVES, AND EMPLOYEES (THE "INDEMNIFIED PARTIES") FROM AND AGAINST ALL DAMAGES, INJURIES (INCLUDING DEATH), CLAIMS, PROPERTY DAMAGES (INCLUDING LOSS OF USE), LOSSES, DEMANDS, SUITS, JUDGMENTS AND COSTS, INCLUDING, WITHOUT LIMITATION, REASONABLE ATTORNEYS' FEES AND EXPENSES (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES AND EXPENSES INCURRED IN ENFORCING THIS INDEMNITY), CAUSED BY THE NEGLIGENT, GROSSLY NEGLIGENT, AND/OR INTENTIONAL ACT AND/OR OMISSION OF THE ASSOCIATION IN THE PERFORMANCE OF ITS OBLIGATIONS UNDER THIS AGREEMENT, IN WHOLE OR IN PART, REGARDLESS OF THE JOINT OR CONCURRENT NEGLIGENCE OR STRICT LIABILITY OF THE CITY (HEREINAFTER "CLAIMS"). THE ASSOCIATION IS EXPRESSLY REQUIRED TO DEFEND THE INDEMNIFIED PARTIES AGAINST ALL SUCH CLAIMS.

IN ITS SOLE DISCRETION, THE CITY SHALL HAVE THE RIGHT TO APPROVE OR SELECT DEFENSE COUNSEL TO BE RETAINED BY THE ASSOCIATION IN FULFILLING THEIR OBLIGATIONS HEREUNDER TO DEFEND AND INDEMNIFY THE INDEMNIFIED PARTIES, UNLESS SUCH RIGHT IS EXPRESSLY WAIVED BY THE CITY IN WRITING. THE CITY RESERVES THE RIGHT TO PROVIDE A PORTION OR ALL OF ITS OWN DEFENSE; HOWEVER THE CITY IS UNDER NO OBLIGATION TO DO SO.

THIS SECTION 10. SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT WITH RESPECT TO ANY INCIDENT OCCURRING DURING THE TERM HEREOF.

#### **11. Miscellaneous.**

- (a) Breach. In the event of a breach of this Agreement by any party, any other party may pursue any remedies available at law or in equity, including without limitation, specific performance.
- (b) Assignment, Binding Nature, and Recording. This Agreement may not be assigned by the Association.

- (c) Notices. Any notice required or permitted by this Agreement is effective when personally delivered in writing or two (2) business days after notice is deposited with the U.S. Postal Service, postage prepaid, certified mail with return receipt requested, and addressed as follows:

City:

City of Fair Oaks Ranch, Texas  
 7286 Dietz Elkhorn  
 Fair Oaks Ranch, Texas 78015  
 Attention: City Manager

with copy to:

Denton Navarro Rocha Bernal & Zech, P.C.  
 2517 N. Main Avenue  
 San Antonio, Texas 78212  
 Attention: T. Daniel Santee

Association:

Elkhorn Ridge Homeowners Association, Inc.  
3424 Paesanos Parkway, Ste 100  
San Antonio, TX 78231  
 Attention: Julie Rincon

with copy to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Attention: \_\_\_\_\_

The parties may, from time to time, change their respective addresses listed above to any other location in the United States for the purpose of notice under this Agreement. A party's change of address shall be effective when notice of change is provided to the other party in accordance with the provisions of this Section 11.(c).

- (d) Capacities. The person executing this Agreement on behalf of the Association represents and warrants that he/she has the authority to do so in the capacity stated.
- (e) Interpretation. This Agreement will be deemed drafted equally by all parties hereto. The language of all parts of this Agreement will be construed as a whole according to its fair meaning, and any presumption or principle that the language in this Agreement is to be construed against any party will not apply. Headings in this

Agreement are for the convenience of the parties and are not intended to be used in construing this document.

- (f) Further Assurances. The parties agree to take such further actions and to sign such further documents as may be reasonably necessary or appropriate to fulfill the intent of, and to complete the transactions described in this Agreement.
- (g) Unenforceability. If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability shall not affect the validity of any other part, term, or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of this Agreement.
- (h) Choice of Law. This Agreement will be construed under the laws of the State of Texas without regard to choice-of-law rules of any jurisdiction. Venue shall be in the State District Courts of Kendall County, Texas with respect to any lawsuit arising out of or construing the terms and provisions of this Agreement. No provision of this Agreement shall constitute a consent to suit by any party.
- (i) Counterparts. This Agreement may be executed in a number of identical counterparts, each of which will be deemed an original for all purposes.
- (j) Immunity. By execution of this Agreement, the parties agree that the City has not waived or surrendered any of its governmental powers, immunities, or rights.
- (k) Force Majeure. Notwithstanding anything to the contrary contained herein, in the event a party is prevented from performing its obligations hereunder due to inclement weather, strikes, riots, civil unrest, or any other cause which is beyond the reasonable control of such party (a delay due to any such cause being referred to herein as a "Force Majeure Delay") then the time period for such party's performance shall be extended by the length of the Force Majeure Delay and such party's failure to perform such obligation shall be excused for the duration of, and to the extent of, such Force Majeure Delay.

*[The remainder of this page intentionally left blank]*

IN WITNESS WHEREOF, the parties hereby have executed this Agreement to be effective as of the Effective Date.

**THE CITY:**

**CITY OF FAIR OAKS RANCH, TEXAS,**  
a Texas municipal corporation

By: Tobin E. Maples  
Tobin E. Maples, City Manager

Date: 3-21-2022

**THE ASSOCIATION:**

**Elkhorn Ridge Homeowners Association, Inc**  
a Texas nonprofit corporation

By: Kyle Coldeway  
Name: Kyle Coldeway  
Title: Board Member

Date: 2022/01/03



AN ORDINANCE

AMENDING CHAPTER 12 TRAFFIC AND VEHICLES, ARTICLE 12.01 GENERAL PROVISIONS, SECTION 12.01.033 (4) OF THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES BY ADDING 25 MPH SPEED LIMIT ON STREETS WITHIN THE ELKHORN RIDGE SUBDIVISION; ESTABLISHING STOP SIGNS WITHIN THE ELKHORN RIDGE SUBDIVISION, FAIR OAKS RANCH, BEXAR COUNTY, TEXAS; PRESCRIBING FOR A PENALTY OF NOT LESS THAN \$25 NOR MORE THAN \$500; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF

WHEREAS, the City Council of the City of Fair Oaks Ranch, Texas has passed and approved Ordinance 31.13 adopting the State of Texas prima facie maximum speed limit of thirty (30) miles per hour on all streets, with exceptions, within the City, as prescribed in Article 6701d, Section 166 (a) 1, Vernon’s Annotated Texas Statutes; and,

WHEREAS, for the safety and well-being of the citizens of Fair Oaks Ranch, Ordinance 35.9 was passed and approved establishing and defining full stop signs within the City of Fair Oaks Ranch; and,

WHEREAS, the Elkhorn Ridge subdivision, located in the City of Fair Oaks Ranch (“City”), has requested traffic enforcement within the subdivision; and,

WHEREAS, on March 3, 2022, the City Council of the City of Fair Oaks Ranch approved a Law Enforcement Agreement with the Elkhorn Ridge Homeowners Association, Inc., authorizing the extension of traffic rules and laws related to operation of motor vehicles on public thoroughfares of the City to apply to the private streets in Elkhorn Ridge Homeowners Association, Inc.; and,

WHEREAS, the City Council of the City of Fair Oaks Ranch finds that it is necessary to amend Ordinance 31.13 and all subsequent ordinances; and,

WHEREAS, all stop sign traffic control devices situated at the street intersections hereinafter designated conform to the manual and specifications for uniform traffic control devices as adopted by State Highway Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

PART 1. Amends Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions by modifying Section 12.01.003 (4) of the City of Fair Oaks Ranch Code of Ordinances.

PART 2. Adopts 25 MPH on the following streets:

- |                   |                    |
|-------------------|--------------------|
| 1. Elkhorn Ridge  | 6. Mendrin Ridge   |
| 2. Kearney Ridge  | 7. Cheyenne Ridge  |
| 3. Fowler Hill    | 8. Whimsey Ridge   |
| 4. Bellacor Ridge | 9. Slate Creek     |
| 5. Graford Ridge  | 10. Wackford Ridge |

PART 3. for the safety and well-being of the citizens of Fair Oaks Ranch, this Ordinance encompasses the following full stop – stop sign street location:

**Exhibit B**

**THROUGH STREET**

- Dietz Elkhorn
- Dietz Elkhorn
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Elkhorn Ridge
- Whimsey Ridge
- Wackford Ridge
- Wackford Ridge

**STOP SIGN STREET/LOCATION**

- Elkhorn Ridge
- Cheyenne Ridge
- Kearney Ridge (each end)
- Graford Ridge
- Fowler Hill
- Elkhorn Ridge (half mood cul-de-sac)
- Mendrin Ridge
- Bellacor Ridge
- Cheyenne Ridge
- Whimsey Ridge
- Slate Creek
- Whimsey Ridge
- Slate Creek

- PART 4.** Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.
- PART 5.** Violation. It shall be unlawful to operate a vehicle without bringing the vehicle to a full and complete stop before proceeding. All vehicles shall remain stopped until the intersection is free and clear of all oncoming vehicles which might constitute a hazard to life or property under the condition then and there existing.
- PART 6.** Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Fair Oaks Ranch hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or invalid.
- PART 5.** Penalty Provision. Any violation this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined a sum of not less than \$25 nor more than \$500. The sign designated in this Ordinance shall become property of the City and penalty for removing or having in possession any signs designated as property of the City shall be punishable by a fine not less than \$25 nor more than \$500. The City of Fair Oaks Ranch retains all legal rights and remedies available to it pursuant to local, state and federal law.
- PART 6.** Effective Date. This Ordinance shall be effective upon its passage, approval, and publication as required by law.

**Exhibit B**

**PASSED and APPROVED on first reading the 18<sup>th</sup> day of August 2022.**

**PASSED, APPROVED AND ADOPTED on second reading this 1<sup>st</sup> day of September 2022.**

\_\_\_\_\_  
Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Christina Picioccio, TRMC, City Secretary

\_\_\_\_\_  
Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney



CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS
September 1, 2022

AGENDA TOPIC: Consideration and possible action approving the first reading of an Ordinance approving the first amendment to the City's exclusive franchise agreement with Republic Services for the collection, hauling, and disposal of residential garbage and refuse waste in the City of Fair Oaks Ranch
DATE: September 1, 2022
DEPARTMENT: Administration
PRESENTED BY: Tobin E. Maples, ACIP, City Manager

INTRODUCTION/BACKGROUND:

The city's exclusive franchise agreement (Exhibit B) with Republic Services for the collection, hauling, and disposal of residential garbage and refuse waste is programmed to expire on September 30, 2022. At the June 2, 2022, Regular Business meeting, Council instructed staff to move forward with exercising the city's option to renew the agreement with Republic Services, inclusive of negotiating enhancements where possible.

The purpose of this agenda item is to consider approval of the first amendment to said exclusive franchise agreement. Because a franchise is adopted by ordinance it may only be amended or extended by ordinance. Because the exiting agreement is being modified as opposed to simply renewed, an amendment is required. Exhibit A1 of the attached ordinance (Exhibit A) details negotiated amendments to the existing the agreement (strikethrough/underlined).

Primary elements of the first amendment are as follows:

- Provides for a 2-year renewal expiring on September 30, 2024, and seamless continued service.
• Continued utilization of the trailing twelve (12) month average Consumer Price Index (CPI) to establishing annual base service rates. The following table provides a historical perspective of base rate adjustments over the previous 5-year contract period.

Table with 3 columns: Fiscal Year, Eligible Monthly Service Rate, Adopted Monthly Service Rate. Rows include data for October 2017 through October 2022.

\*New base rate starting October 1, 2022

- Clarifies that all bulk and brush items shall be placed into one collection pile.
• Adds a definition for city spoils and prescribes for their collection.

- Clarifies that the city will be responsible for advance notices (mailers) regarding customer procedures for the annual brush and bulk events. The contractor will reimburse the city for all cost.
- Increases the contractor’s annual contribution toward the Household Hazardous Waste collection event from \$20 k to \$25 k.
- Increases the franchise fee from 3% to 5%.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A as service cost is paid by customers.

**LEGAL ANALYSIS:**

Approved as to form

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve the first reading of an Ordinance approving the first amendment to the city’s exclusive franchise agreement with Republic Services for the collection, hauling, and disposal of residential garbage and refuse waste.

**AN ORDINANCE**

**AN ORDINANCE OF THE CITY OF FAIR OAKS RANCH CITY COUNCIL APPROVING THE FIRST AMENDMENT TO AN EXCLUSIVE FRANCHISE AGREEMENT WITH REPUBLIC SERVICES FOR THE COLLECTION, HAULING, AND DISPOSAL OF RESIDENTIAL GARBAGE AND REFUSE WASTE IN THE CITY OF FAIR OAKS RANCH, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT, PROVIDING A SEVERABILITY AND A REPEALER CLAUSE, AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Fair Oaks Ranch has determined that it would be in the best interest of the citizens of the City and, would promote the health, safety and general welfare of the inhabitants of said City to contract with Republic Services to provide for the collection, removal and disposal of garbage and refuse waste in the City of Fair Oaks Ranch; and,

**WHEREAS**, the City Council of the City of Fair Oaks Ranch has determined that such an Agreement is necessary to preserve or protect the public health of the citizens of Fair Oaks Ranch, Texas.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:**

**SECTION I. AGREEMENT APPROVED.**

The "First Amendment" to the Exclusive Franchise Agreement for the Collection, Hauling and Disposal of Residential Garbage and Refuse Waste in the City of Fair Oaks Ranch, Texas (hereinafter the "Agreement"), attached hereto, upon execution, as Exhibit "A1" and incorporated herein for all purposes, is hereby approved.

**SECTION II. CITY MANAGER AUTHORIZED.**

The City Manager is hereby authorized, on behalf of the City, to execute the Agreement in substantial form as "Exhibit A1", and such other ancillary instruments and documents as may be reasonably necessary to effectuate the intent of this Ordinance.

**SECTION III. SEVERABILITY.**

If for any reason any section, paragraph, subsection, clause, phrase, word, or provision of this Ordinance shall be held invalid or unconstitutional by final judgment of a Court of competent jurisdiction it shall not affect any other section, paragraph, subsection, clause, phrase, work or provision of this Ordinance, for it is the definite intent of this City Council that every section, paragraph, subsection, clause, phrase, work, or provision hereof be given full force and effect for its purpose.

**SECTION IV. REPEAL.**

All ordinances or parts of ordinances in conflict with the terms of this ordinance are hereby repealed.

**SECTION V. EFFECTIVE DATE.**

This ordinance shall be effective upon passage, approval, and adoption.

**PASSED and APPROVED on first reading the 1<sup>ST</sup> day of September 2022.**

**PASSED, APPROVED AND ADOPTED on second reading this 15<sup>th</sup> day of September 2022.**

\_\_\_\_\_  
Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Christina Picioccio, TRMC, City Secretary

\_\_\_\_\_  
Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney

**“Exhibit A1”****FIRST AMENDMENT TO EXCLUSIVE FRANCHISE AGREEMENT WITH BFI WASTE SERVICES OF TEXAS, LP, d/b/a ALLIED WASTE SERVICES OF SAN ANTONIO//REPUBLIC SERVICES OF SAN ANTONIO FOR THE COLLECTION, HAULING, AND DISPOSAL SERVICES OF RESIDENTIAL GARBAGE AND REFUSE WASTE IN THE CITY OF FAIR OAKS RANCH, TEXAS**

This First Amendment (“First Amendment”) to the Agreement between the City of Fair Oaks Ranch and BFI Waste Systems of Texas, LP, dba Allied Waste Services of San Antonio//Contractor Services of San Antonio dated August 17, 2017 (“2017 Agreement”) is made and entered as of this 15<sup>th</sup> day of August, 2022 by and between the City of Fair Oaks Ranch, Texas (“City”) and BFI Waste Systems of Texas, LP, dba Republic Services of San Antonio (“Contractor”).

**RECITALS**

**WHEREAS**, on August 17, 2017, the City and Contractor entered into the 2017 Agreement for the collection, hauling, and disposal service of residential garbage and refuse waste in the City of Fair Oaks Ranch; and,

**WHEREAS**, the 2017 Agreement between the City and Contractor expires on September 30, 2022; and,

**WHEREAS**, the 2017 Agreement has a two (2) year renewal option upon mutual agreement of both parties; and,

**WHEREAS**, the City has determined a two-year extension of the 2017 Agreement is in the best interest of the residents of Fair Oaks Ranch; and,

**WHEREAS**, Contractor has determined that it is in their interest to continue providing services for an additional two years.

**NOW, THEREFORE**, in consideration of the foregoing recitals and of the mutual promises and covenants hereinafter contained, the City and contractor agree to exercise the first of two (2) two (2) year renewal options (Part 1) and in this First Amendment to the 2017 Agreement, agree to amend the 2017 Agreement as follows (Parts 2, 3, 4, & 5). All other terms and conditions of the 2017 Agreement not expressly amended by this First Amendment shall continue in full force and effect.

**Part 1:**

The City and Contractor agree to exercise the first of two (2) two (2) year renewal options with said first renewal expiring on September 30, 2024.

**Part 2:**

The City and Contractor agree to Amend Section 3, Defined Terms to include the following:

*Brush and Bulky Items* - Brush includes personally trimmed and severed parts of all domestically cultivated trees and shrubbery. Above average disposal of brush should be taken into consideration as historically, up to 600 tons, per event has been picked up. Bulky items consist of household items such as large appliances with Freon removed, household fixtures, furniture, yard equipment with gas removed, mattresses, etc. Items



have no size or weight limitations but are limited to residential and domestic items and all bulk and brush disposed of shall be placed into one collection pile. Does not include commercial construction waste, remodeling materials or demolition debris.

City Spoils – Construction and demolition debris from municipal work.

**Part 3:**

The City and Contractor agree to Amend Section 4, Operations to include the following:

Section 4.1 c

City Spoils - Contractor shall provide collection of two city spoils placed in a 5-yard commercial container, at the request of the City, during the hours of 8:00 A.M. and 4:30 P.M.

Section 4.4

Curbside Brush and Bulky Item collections twice per calendar year, preferably February and August, to be coordinated and scheduled through the City Manager. During the collection period, all items of non-hazardous waste placed out along the City's right of way shall be picked up. ~~Contractor is responsible for an advance notice on customer procedures of collection that shall be mailed to each residential unit.~~ City is responsible for an advance notice on customer procedures of collection that shall be mailed to each residential unit. Contractor shall reimburse the city all costs for producing and mailing the customer notice. Announcements of the pick-up service shall be mailed in appropriate time to allow customers one week to place items out prior to start of pickup service in their zone. At least four zones should be utilized.

Section 4.9

One scheduled Household Hazardous Waste collection event per calendar year. Contractor will contribute \$25,000 toward the Event. City is responsible for an advance notice on customer procedures of collection that shall be mailed to each residential unit. Contractor shall reimburse the city all costs for producing and mailing the customer notice.

**Part 4:**

The City and Contractor agree to Amend Section 5, Rates and Fees

Section 5.1

The rates and fees to be charged and received by the Contractor are as follows:

Total Monthly Residential Rate including annual Household Hazardous Waste event inclusive of disposal costs for solid waste services to include collection and disposal of Residential Garbage and Refuse, Brush and Bulky items, and Wastewater Sludge and Screenings, Recycling Materials, and Household Hazardous Waste.

Starting October 1, 2022

\$22.96/home/month

Section 5.2

Total monthly Rate for Additional Containers

Starting October 1, 2022

\$13.74/container/month

**Part 5:**

The City and contractor agree to Amend Section 6.1 , Franchise Fee to read as follows:

Pay the City an amount equal to five (5%) percent of the gross receipts of the Contractor for Residential Unit services provided in the City. Said amount shall be paid each annual quarter, within thirty days after the quarter.

**City of Fair Oaks Ranch, Texas**

**BFI Waste Services of Texas, LP d/b/a Allied Waste Services of S.A.//Republic Services of San Antonio**

By: \_\_\_\_\_  
Tobin E. Maples, City Manager

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Christina Picioccio, City Secretary

Attest: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Address: 7286 Dietz Elkhorn  
Fair Oaks Ranch, TX 78015

Address: 4542 SE Loop 410  
San Antonio, TX 78222

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit A

**EXCLUSIVE FRANCHISE AGREEMENT  
FOR THE COLLECTION, HAULING AND DISPOSAL OF  
RESIDENTIAL GARBAGE AND REFUSE WASTE  
IN THE CITY OF FAIR OAKS RANCH, TEXAS**

**STATE OF TEXAS**

**COUNTY OF KENDALL**

THIS EXCLUSIVE FRANCHISE AGREEMENT (this "Agreement") is made and entered into as of August 17, 2017, by and between BFI Waste Services of Texas, LP, d/b/a Allied Waste Services of San Antonio//Republic Services of San Antonio (the "Contractor"), and the City of Fair Oaks Ranch, Texas (the "City").

WHEREAS, the City, subject to the terms and conditions set forth herein and the ordinances and regulations of the City, desires to grant to the Contractor the exclusive franchise, license and privilege to collect, haul and dispose of Residential Garbage and Refuse, Brush and Bulky items, Wastewater Sludge and Screenings (as such terms are defined herein individually and collectively referred to a "Municipal Solid Waste") within the City's corporate limits.

NOW, THEREFORE, in consideration of the premises and the mutual promises, covenants and agreements set forth herein, the Contractor and the City hereby agree as follows:

**SECTION 1. EXCLUSIVE FRANCHISE GRANT.**

The City hereby grants to the Contractor, in accordance with the City's ordinances and regulations governing the collection, hauling and disposal of Municipal Solid Waste the exclusive franchise, license and privilege to collect, haul and dispose of Municipal Solid Waste over, upon, along and across the City's present and future streets, alleys, bridges and public properties.

**SECTION 2. TERM OF AGREEMENT.**

The term of this Agreement shall be for a period of five (5) years, commencing on October 1, 2017 and concluding on September 30, 2022.

The City, at its sole discretion, shall have the option to renew this Agreement for up to two (2) additional two (2) year terms. There is no guarantee to the Contractor that the City will exercise this option to continue this Agreement beyond the initial five year period. Both parties, in writing, shall agree to each extension.

**SECTION 3. DEFINED TERMS.**

The following terms, as used herein, will be defined as follows:

**Brush And Bulky Items** - Brush includes personally-trimmed and severed parts of all domestically cultivated trees and shrubbery. Above average disposal of brush should be taken into consideration as historically, up to 600 tons, per event has been picked up. Bulky items consist of household items such

as large appliances with Freon removed, household fixtures, furniture, yard equipment with gas removed, mattresses, etc. Items have no size or weight limitations but are limited to residential and domestic items. Does not include commercial construction waste, remodeling materials or demolition debris.

**Brush And Bulky Items Curbside Pick Up** - The collection and disposal of curbside Brush and Bulky items.

**Business Day** - Any day that is not a Saturday, a Sunday or other day on which banks are required or authorized by law to be closed in the City.

**City** - The City of Fair Oaks Ranch, Texas.

**City Facilities** - All municipal-owned buildings located at 7286 Dietz Elkhorn (City Hall Complex), 30955 Meadow Creek Trail (Fire Station), 7895 Fair Oaks Parkway (Fire Station), and the Wastewater Treatment Plant off of No Le Haze Road.

**City Manager** - The Fair Oaks Ranch City Manager or his/her authorized designee.

**Commercial Container** - Metal receptacle designed to be lifted and emptied mechanically for use at City Facilities.

**Contractor** - The person, corporation, partnership, or legal entity performing the services provided for under this Agreement.

**Contractor's Public Education Program** - A Program, maintained by the Contractor, that provides information of materials to be collected, a list of materials that cannot be collected or items which will require a special fee based pick-up, and how to prepare materials for the Residential and Garbage and Refuse services as well as annual brush/bulky item pick up and household hazardous waste events.

**Dead Animal Collection** - The collection of dead animals stored in the City's storage cooler.

**Disposal Site** - A legally permitted municipal solid waste depository including, but not limited to, sanitary landfills permitted or approved by all appropriate governmental agencies having jurisdiction and requiring such licenses, franchises, permits or approvals to receive for processing or final disposal municipal solid waste and dead animals.

**Franchise Agreement** - An agreement granting the right and responsibility to provide the Scope of Services provided for within the RFP.

**Hazardous Waste** - Means waste defined as, or of a character or in sufficient quantity to be defined as, a Hazardous Waste by the Resource Conservation and Recovery Act, as amended, or by Texas law with respect thereto, or a "toxic substance" as defined in the Toxic Substance Control Act, as amended, or any regulations with respect thereto, or any reportable quantity of a "hazardous substance" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, or any regulations with respect thereto. The term "Hazardous Waste" also includes any waste whose storage, treatment, incineration or disposal requires a special license or permit from a Federal or Texas entity, body or agency.

**Holidays** - The following days shall be considered Holidays - New Year's Day, Thanksgiving Day, and Christmas Day.

**Household Hazardous Waste** - Household Hazardous Waste shall mean any liquid or solid waste identified or listed as a hazardous waste by the United States Environmental Protection Agency (EPA) pursuant to the Federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 and as may be identified by any state or federal agency as hazardous or toxic and requiring special handling or special disposal treatment. EPA considers some leftover household products that can catch fire, react, or explode under certain circumstances, or that are corrosive or toxic as household hazardous waste. Products, such as paints, cleaners, oils, batteries, and pesticides can contain hazardous ingredients and require special care when disposed of.

**Landfill** - Any facility or area of land receiving Municipal Solid Waste and operating under the regulation and authority of the Texas Commission on Environmental Quality ("TCEQ") within the State of Texas.

**Monthly Residential Rate** - Monthly fee charged by the Contractor to all single-family residential receiving solid waste collection, disposal and recycling services authorized by City Council.

**Recycling and Recycling Facility**- Recycling shall mean a process by which recyclable materials are collected, sorted, processed, or prepared into marketable commodities for manufacturing into new products. Recycling Facility shall mean a facility where recyclable materials are sorted and processed.

**Recycling Collection** - Weekly residential curbside and City facilities collection of recyclable materials.

**Recycling Materials** - Recycling Materials includes, but not limited to the following:

**Paper Products** - Newspaper, magazines, ad circulars, catalogs, envelopes, file folders, flattened cardboard, paper bags, phone books.

**Glass** - Bottles and jars with labels and lids.

**Cans** - Empty aluminum and steel/tin cans used for beverages and food.

**Rigid Plastic Containers** - Household plastic containers labeled #1-7 with recycling symbol on the bottom of container. Labels and lids may be present.

**Other:** As detailed, in the proposal, by the Contractor such as foil, styrofoam, etc.

Recycling Materials not allowed includes mirrors, window, ceramic or other glass or glazed materials, and scrap metal.

**Residential Containers** - A 96-gallon wheeled container made of rigid plastic and provided by the Contractor.

**Residential Garbage And Refuse** - All dry trash, rags, kitchen and household wastes, food containers, lawn trimmings, leaves and other materials typically generated by a residential dwelling unit, which waste is treated by regulation as domestic municipal solid waste. Residential garbage and refuse does not include Unacceptable Waste.

**Residential Unit** - Garbage collection and recyclable material collection services to single-family, residential units will be billed directly by the Contractor. These types of residences include, but may not

be limited to, single family residences on one electric meter or duplex dwelling units on one or more meters.

**Roll-Off Container** - An open top dumpster characterized by a rectangular footprint, utilizing wheels to facilitate rolling the dumpster in place. Container is designed to be transported by special roll-off trucks.

**Screenings** - That floating and suspended matter, both organic and inorganic, that is removed from the wastewater entering the treatment plant by the mechanically cleaned coarse screens.

**Special Waste** - Special Waste is any nonhazardous solid waste at City locations which, because of its physical characteristics, chemical make-up, or biological nature requires either special handling, disposal procedures including liquids for solidification at the landfill, documentation, and/or regulatory authorization, or poses an unusual threat to human health, equipment, property, or the environment. Special Waste includes, but is not limited, to sludge from the City's wastewater treatment plants. Special Waste must conform in all respects with a Contractor-approved Special Waste Profile.

**Special Waste Profile** - Contractor's form of documentation, as provided in Attachment A, that the City must complete, and Contractor must approve, with respect to any Special Waste prior to Contractor's acceptance of such Special Waste.

**Storm Damage** - Storm damage refers to damage and debris produced by strong winds, rain, hail, lightning, flooding, storm, tornadoes or turbulent weather that ultimately will be identified at the City Manager's discretion.

**Unacceptable Waste** - Means highly flammable substances, Hazardous Waste, liquid wastes, certain pathological and biological wastes, explosives, toxic materials, radioactive materials, material that the disposal facility is not authorized to receive and/or dispose of, and other materials deemed by Texas or federal law, to be dangerous or threatening to health or the environment, or which cannot be legally accepted at the applicable disposal facility. Household Hazardous Waste collected during the designated and approved, once-per-year event by Contractor does not constitute Unacceptable Waste.

**Waste** - Means non-hazardous residential garbage and refuse, recyclable materials, and non-hazardous special waste. Waste does not include unacceptable waste.

**Wastewater Sludge** - The accumulated solids separated from the wastewater during processing. That portion of settled solids from the final clarifiers removed from the wastewater treatment processes to the solids drying beds or other solids handling facilities.

#### **SECTION 4. OPERATIONS.**

**Scope of Service and Operations.** It is expressly understood and agreed that the Contractor will provide the following services (the "Services");

1. Weekly Collection. Unless defined a Holiday under this Franchise Agreement Contractor shall provide the following Weekly collection:
  - a. Residential Units - Contractor shall provide one curbside Residential Garbage and Refuse collection and one curbside Recycling Material collection per week, for each of

the residential units located within the City of Fair Oaks Ranch. The Recyclable Material curbside collection will occur on the same day as normal curbside Residential Garbage and Refuse collection. Such collection services must be provided between the hours of 7:00 A.M. and 7:00 P.M.

b. City Facilities – Contractor shall provide collection during the hours of 8:00 A.M. and 4:30 P.M. for each of the following locations as follows:

1) City Hall Complex – collected in 96-gallon and five-yard commercial containers at a frequency of once (1) per week and collected by the Contractor on a day as the weekly collection of residential units.

2) Fire Stations – collected in 96-gallon containers at a frequency of once (1) per week and collected by the Contractor on a day as the weekly collection of residential units

3) Wastewater Treatment Plant – collected in 96-gallon containers and 20 and 30-yard Roll-Off Containers at a frequency of twice (2) per week and collected by the Contractor on days as the weekly collection of residential units.

2. Containers.

a. Residential Containers - Contractor shall provide one Residential Container each for:

1) Residential Garbage and Refuse; and

2) Recycling Materials to each residential unit. Preferred colors for containers are green and brown.

b. Commercial Containers – At a minimum, Contractor shall provide the following commercial containers to the following City Facilities:

1) City Hall Complex – one (1) 5-yard metal receptacle designed to be lifted and emptied mechanically and ten (10) 96-gallon wheeled containers made of rigid plastic

2) Fire Stations – one (1) 96-gallon wheeled container made of rigid plastic at each location.

3) Wastewater Treatment Plant – one (1) 20- and one (1) 30-yard Roll-Off Container, and four (4) 96-gallon wheeled containers made of rigid plastic.

3. Recycling Education Program. Participation in curbside Recycling Collection shall be voluntary on the part of the resident. To promote maximum participation, Contractor shall, at the contract proposal price, implement, maintain and manage a public education program. Contractor shall provide educational material on acceptable recycling materials. The educational material, at the minimum, shall be sent once a calendar year in customer billing statements.

Contractor shall produce resident education tags, the form of which to be approved by the City Manager, to be left by Contractor if non-recyclable material is rejected.

Publishing and distribution of public education information shall be in hard copy and electronic version for use on City's website. The information shall contain a list of materials to be collected, a list of materials that cannot be collected or items which will require a special fee based pick up, and how to prepare materials for the weekly residential solid waste and recycling service. Said information shall be provided to every new customer, after the initial distribution, and shall be sent to all customers after any changes in collection procedures.

4. Curbside Brush and Bulky Item collections twice per calendar year, preferably February and August, to be coordinated and scheduled through the City Manager. During the collection period, all items of non-hazardous waste placed out along the City's right of way shall be picked up. Contractor is responsible for an advance notice on customer procedures of collection that shall be mailed to each residential unit. Announcements of the pick-up service shall be mailed in appropriate time to allow customers one week to place items out prior to start of pickup service in their zone. At least four zones should be utilized.
5. Dead Animal Collection at city-owned storage cooler located at 7286 Dietz Elkhorn on each day the Contractor provides residential solid waste pick up in the City.
6. Christmas Tree collection on a date to be determined annually by Contractor and City Manager but no later than mid-January of each calendar year.
7. Storm Damage clean up and disposal on City property within 48 hours of written request made by the City Manager.
8. Wastewater Sludge and Screenings removal and disposal:
  - a. Wastewater Sludge – Collected in a 30-yard Roll-Off Container at a frequency of twice (2) per week.
  - b. Screenings - Collected in four (4) 96-gallon wheeled, drainable, plastic waste wheelers at a frequency of twice (2) per week.
9. One scheduled Household Hazardous Waste collection event per calendar year.
10. Recycling Materials shall be disposed of at *400 Probandt, San Antonio, TX*. Contractor may change the location of the Recycling Facility, however, must receive written approval from the City, such approval not to be unreasonably withheld.
11. Residential Garbage and Refuse shall be disposed of at a Landfill.
12. Special Waste Profile If services include Special Waste, the City shall utilize Contractor's approved Special Waste Profile, signed by the City Engineer or an authorized City official who is responsible for environmental compliance, containing a complete and accurate description of the waste stream, including the generating process and chemical and physical characteristics.



a. Upon successful conclusion of the waste characterization approval process, the City shall thereafter update the Special Waste Profile (1) upon request of Contractor or (2) immediately upon any change in the composition, generating process or characteristics of the waste. The City agrees, upon written request of Contractor, to provide a Special Waste Profile or, in Contractor's discretion, a representative sample and full analytical characterization of any Waste Material to Contractor or others in connection with the proper management of the Special Waste.

b. The City warrants that it has sufficient knowledge and information to ensure that the Special Waste Profile provided is true and correct at the time of tender of every load of Special Waste and that each load of Special Waste tendered for management by contractor (1) shall be fully and precisely described in a Special Waste Profile; (2) shall conform to the information provided in the Special Waste Profile; and (3) shall not contain any hazardous waste or Unacceptable Waste.

c. The City will use best efforts and will provide information to the best of its knowledge but does not assume liability in case of error.

13. Right of Refusal. Contractor may, in its sole discretion, reject any Unacceptable Waste. If Unacceptable Waste is discovered before it is collected by Contractor, Contractor may refuse to collect the entire container of waste.

14. Contractor shall be required to follow all applicable local, state and federal laws and regulation pertaining to the provision of the services detailed herein, including but not limited to those related to safety. Contractor shall acquire title to Waste when the Waste is loaded into Contractor's vehicle; except when Contractor is providing disposal services only and not collection services, Contractor shall acquire title when the Waste is delivered to Contractor's premises. Title to and liability for any Unacceptable Waste shall at no time pass to Contractor.

## **SECTION 5. RATES AND FEES.**

The rates and fees to be charged and received by the Contractor are as follows:

1. Total Monthly Residential Rate including annual Household Hazardous Waste event inclusive of disposal costs for solid waste services to include collection and disposal of Residential Garbage and Refuse, Brush and Bulky items, and Wastewater Sludge and Screenings, Recycling Materials, and Household Hazardous Waste. **\$20.05/home/month**

2. Total Monthly Rate for Additional Containers. **\$12.00/container/month**

3. Contractor may increase the rates effective on each anniversary of the effective date of the contract in an amount equal to the percentage increases in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics (the "CPI"). Rates will be increased using the most recently available trailing 12 months average CPI compared to the 12 months preceding. The Annual Rate Adjustment will be the lesser of the CPI Water, Sewer & Trash index or 3%. For example, if the CPI price increase is scheduled for April 1, 2017, and the latest CPI index available is the month of February, 2017, the CPI price increase percentage would be computed as the % change from:

The average CPI for the 12 months - March 2016 through February, 2017  
Against the average CPI for the 12 months - March 2015 through February, 2016

**SECTION 6. FRANCHISE FEE.**

In consideration of the grant of the franchise herein the Contractor shall agree to:

1. Pay the City an amount equal to three (3%) percent of the gross receipts of the Contractor for Residential Unit services provided in the City. Said amount shall be paid each annual quarter, within thirty days after the quarter.
2. Pay to the City an amount equal to 50% of the net proceeds from the sale of all Recyclable Material collected from participants in the recycling program. Said amount shall be paid to the City each annual quarter, within thirty days after the quarter.
3. Notwithstanding the terms of this Agreement or any other understanding between the parties, Contractor's Franchise Fee obligations shall extend only to those revenues received and retained by Contractor as its rates or fees for servicing customers, as such rates or fees may be increased from time to time. To the extent Contractor imposes any surcharges on customers, including but not limited to surcharges made for the purpose of satisfying (i) Contractor's own Franchise Fee obligations to the City or (ii) Contractor's sales tax obligations or (iii) the Fuel Recovery Fee, Environmental Recovery Fee, Administrative Fee, or any other separately stated fee, to the extent applicable, the monies received by Contractor as a result of such surcharge(s) shall not be subject to the Franchise Fee and the City shall not be entitled to receive as part of its Franchise Fee any portion or percentage of such monies.
4. Contractor shall make available to City any and all documents and books necessary and related to the services provided under the Agreement upon reasonable notice, at any time during business hours for purpose of audit and verification of the fees to be paid hereunder.

**SECTION 7. BILLING.**

Contractor shall bill and collect, in accordance with the monthly fee schedule established herein, from all residential units within the contracted service area. City will not be responsible for, and will not provide assistance with collection of delinquent accounts.

**SECTION 8. HOURS OF SERVICE.**

For all the Services provided hereunder, the Contractor's hours of service shall be as provided for in this Agreement. The Contractor will not be required to provide service on weekends or Holidays except during natural disasters or emergencies, and may, at its sole discretion, observe Holidays during the term of this Agreement; provided, however, that the Contractor shall provide such services on the immediately following business day.

**SECTION 9. CUSTOMER SERVICE.**

A customer service office for billing, arrangement of services, and receipt of complaints shall be available during normal business hours to respond to customer and city inquiries within two (2) hours of the initial call. Contractor shall, on billing statements, provide the Contractor's customer service phone number. A 24 hour emergency telephone number with a representative available to respond to emergency calls from the City shall be made available.

**SECTION 10. VEHICLES AND EQUIPMENT.**

Contractor furnished-equipment, such as trash or recycling containers; dumpsters; or open to roll offs, shall remain as Contractor's property. The City and residents shall be liable for loss or damage to such equipment (except for normal wear and tear and for loss or damage resulting from Contractor's handling of the equipment). The City and residents shall use the equipment only for its proper and intended purpose and shall not overload (by weight or volume), move or alter the equipment. The City and residents shall provide safe, unobstructed access to the equipment on the scheduled collection day. Contractor may charge an additional fee for any additional collection service required by the failure to provide access.

Contractor shall provide and maintain a fleet of solid waste collection vehicles sufficient in number and capacity to perform the work and render the service required under this Agreement. All equipment, including collection vehicles shall be kept clean and in good condition and repair at all times. The trucks used in the collection of garbage shall be all metal, with completely enclosed "packer" type bodies that are designed and manufactured for the collection of garbage and rubbish. Said collection vehicles shall have Contractor's name and telephone numbers painted on each side of the vehicle.

Collection vehicles shall carry at all times a shovel and a broom or rake, to be used for collection of spilled refuse. Vehicles shall be equipped with two-way communications for constant contact, during operations, with the local office of the company.

Vehicles used by the Contractor for the collection, hauling and disposal of Residential Garbage and Refuse and Construction and Demolition Waste shall be protected at all times while in transit to prevent the blowing or scattering of Residential Garbage and Refuse and Recycling Materials onto the City's public streets, or properties adjacent thereto. All collection vehicles used by the Contractor shall be washed and deodorized once per week.

**SECTION 11. INSURANCE COVERAGE.**

Workers Compensation Insurance/Other State-approved Program: Contractor shall carry and maintain during the term of this Agreement, workers compensation or other state-approved program and employers liability insurance meeting the requirements of the State of Texas on all the Contractor's employees carrying out the work involved in this contract.

General Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, general liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 for each occurrence and for fire damage. For Bodily Injury and Property Damage, coverage shall be no less than \$2,000,000. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be \$2,000,000. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this Agreement.

Automobile Liability Insurance: Contractor shall carry and maintain during the term of this Agreement, automobile liability insurance with either a combined limit of at least \$4,000,000 per occurrence for bodily injury and property damage or split limits of at least \$2,000,000 for bodily injury per person per occurrence and \$2,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this contract by the Contractor or its employees.

Subcontractor: In the case of any work sublet, the Contractor shall require subcontractor and independent contractors working under the direction of either the Contractor or a subcontractor to carry and maintain the same workers compensation and liability insurance required of the Contractor.

Qualifying Insurance: The insurance required by this Agreement shall be written by a non-assessable insurance company licensed to do business in the State of Texas and currently rated "B+" or better by the A.M. Best Companies. All policies shall be written on a "per occurrence basis" and not a "claims made" form.

Contractor shall secure the following for the benefit of the City with respect to the above required insurance, so that the City shall:

- Be identified as an additional insured on all policies except Worker Compensation Policy;
- Be provided with thirty-(30) days advance notice in writing of cancellation in any policy;
- Be provided with Certificates of Insurance evidencing the above required insurance pursuant to this Agreement, and thereafter with certificates evidencing renewals or replacement of said policies of insurance; and
- Be provided with waiver of Subrogation on Workers Compensation in favor of the City.

#### **SECTION 12. PERFORMANCE SECURITY.**

During the term of this Agreement and any extension thereof, the Contractor agrees to procure and maintain a performance bond (i) payable to the City, (ii) issued by a surety acceptable to the City, and (iii) conditioned upon the Contractor truly and timely performing all of its obligations under this Agreement. Such performance bond shall be in the amount of \$ \_\_\_\_\_ (a minimum of 100% of the first year value of the Agreement) and shall be in effect for the duration of this Agreement and any extensions thereof.

#### **SECTION 13. EXCLUSIONS.**

Notwithstanding anything to the contrary contained herein, this Agreement shall not cover the collection, hauling or disposal of any materials not covered under this Agreement; provided, however, that the Contractor and the owner or occupant of a Residential Unit may negotiate an agreement on an individual basis regarding the collection, hauling or disposal of any such materials.

#### **SECTION 14. ASSIGNMENT.**

This Agreement shall not be assignable or otherwise transferable by the Contractor without the prior written consent of the City; provided, however, that the Contractor may assign this Agreement to any direct or indirect affiliate or subsidiary of the Contractor or to any person or entity succeeding to all or substantially all of the Contractor's assets (whether by operation of law, merger, consolidation or otherwise) without the City's consent.

#### **SECTION 15. ENFORCEMENT.**

The City shall take any action reasonably necessary to prevent any other solid waste collection company from conducting business in violation of the exclusive franchise granted herein.

**SECTION 16. COMPLIANCE WITH APPLICABLE LAWS.**

The Contractor shall comply with all applicable federal and state laws regarding the collection, hauling and disposal of Residential Garbage and Refuse, including existing and future laws that may be enacted, as well as any regulations reasonably passed by the City that are not in derogation of this Agreement. Nothing in this Agreement shall be construed in any manner to abridge the City's right to pass or enforce necessary police and health regulations for the reasonable protection of its inhabitants. The City shall have the right to make reasonable inspections of the Contractor in order to insure compliance with this Section.

**SECTION 17. DUE CARE.**

The Contractor shall exercise due care and caution in providing the Services so that the City's public and private property, including streets and parking areas, will be protected and preserved.

**SECTION 18. PERSONNEL AND PERFORMANCE STANDARDS.**

The Contractor shall not deny employment to any person on the basis of race, creed or religion, and will insure that all federal and state laws pertaining to salaries, wages and operating requirements are met or exceeded. The Contractor, its agents, servants and employees shall perform the Services in a courteous and competent manner. During the term of this Agreement and any extension thereof, the Contractor shall be responsible for the actions of its agents, servants and employees while such agents, servants and employees are acting within the scope of their employment or agency.

**SECTION 19. TERMINATION.**

Any failure by the Contractor or its successors and assigns to observe the terms and conditions of this Agreement shall, if continuing or persisting without remedy for more than thirty (30) days after the receipt of due written notice from the City (and signed by the Mayor), constitute grounds for forfeiture and immediate termination of all the Contractor's rights under this Agreement, and all such rights shall become null and void.

City may terminate the Agreement at any time, without cause, upon providing Contractor 180 day's written notice of its intent to terminate.

**SECTION 20. INDEMNITY.**

**THE CONTRACTOR ASSUMES RISKS OF LOSS OR INJURY TO PROPERTY OR PERSONS TO THE EXTENT CAUSED BY ITS PERFORMANCE OF THE SERVICES. THE CONTRACTOR AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY AND ITS AGENTS, DIRECTORS, EMPLOYEES, OFFICERS AND SERVANTS FROM AND AGAINST ANY AND ALL SUITS, ACTIONS, LEGAL PROCEEDINGS, CLAIMS, DEMANDS, DAMAGES, COSTS, LIABILITIES, LOSSES OR EXPENSES (INCLUDING, BUT NOT LIMITED TO, REASONABLE ATTORNEYS' FEES) TO THE EXTENT CAUSED BY AN INTENTIONAL, WILLFUL OR NEGLIGENT ACT OR OMISSION OF THE CONTRACTOR, ITS OFFICERS AND EMPLOYEES. NOTWITHSTANDING ANYTHING TO THE CONTRARY SET FORTH IN THIS AGREEMENT OR OTHERWISE, CONTRACTOR SHALL HAVE NO OBLIGATION TO INDEMNIFY, DEFEND OR HOLD HARMLESS CITY, OR ANY OTHER PARTIES INDEMNIFIED UNDER THIS AGREEMENT, FOR ANY SUCH**

**LIABILITY OR CLAIM TO THE EXTENT RESULTING FROM THE NEGLIGENCE OR, WILLFUL MISCONDUCT BY CITY, ANY THIRD PARTY OR ANY OTHER PARTIES INDEMNIFIED UNDER THIS AGREEMENT.**

**SECTION 21. INDEPENDENT CONTRACTOR.**

Contractor acknowledges that Contractor is an independent contractor of the City and is not an employee, agent, official or representative of the City. Contractor shall not represent, either expressly or through implication, that Contractor is an employee, agent, official or representative of the City. Income taxes, self-employment taxes, social security taxes and the like are the sole responsibility of the Professional.

**SECTION 22. FORCE MAJEURE.**

The performance of this Agreement may be suspended and the obligations hereunder excused in the event and during the period that such performance is prevented by a cause or causes beyond reasonable control of such party. The performance of this Agreement will be suspended and the obligations hereunder excused only until the condition preventing performance is remedied. Such conditions shall include, but not be limited to, acts of war, accident, explosion, fire, flood, riot, sabotage, acts of terrorists, unusually severe weather, lack of adequate fuel, or judicial or governmental laws or regulations.

**SECTION 23. GOVERNING LAW.**

This Agreement shall be governed in all respects, including as to validity, interpretation and effect, by the internal laws of the State of Texas, without giving effect to the conflict of laws rules thereof. The parties hereby irrevocably submit to the jurisdiction of the courts of the State of Texas, County of Kendall and the Federal courts of the United States located in the State of Texas, solely in respect of the interpretation and enforcement of the provisions of this Agreement, and hereby waive, and agree not to assert, as a defense in any action, suit or proceeding for the interpretation or enforcement hereof, that it is not subject thereto or that such action, suit or proceeding may not be brought or is not maintainable in said courts or that the venue thereof may not be appropriate or that this Agreement may be enforced in or by said courts, and the parties hereto irrevocably agree that all claims with respect to such action or proceeding shall be heard and determined in such a Texas State or Federal court.

**SECTION 24. CUMULATIVE REMEDIES.**

Pursuit of the remedies described in herein shall not preclude pursuit of any other remedies provided in this Agreement or any other remedies provided by law, nor shall pursuit of any remedy provided in this Agreement constitute a waiver of any amount or performance due from the Contractor under this Agreement or of any damages accruing by reason of the violation of its term, provisions and covenants. No waiver of any violations shall be deemed or construed to constitute a waiver of any other violation or other breach of any the terms, provisions and covenants contained in this Agreement, and forbearance to enforce one or more of the remedies as provided on an event of default shall not be deemed or construed to constitute a waiver of such default or of any other remedy provided for in this Agreement.

**SECTION 25. SAVINGS PROVISION.**

In the event that any term or provision of this Agreement shall be determined by a court of competent jurisdiction to be invalid or unenforceable, this Agreement shall, to the extent reasonably possible,

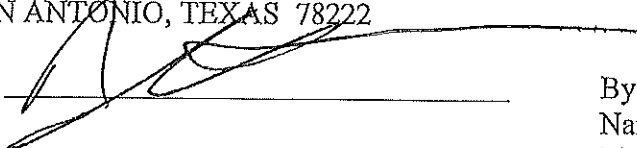
remain in force as to the balance of its terms and provisions as if such invalid term or provision were not a part hereof.


**SECTION 26. ACCEPTANCE.**

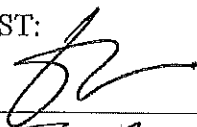
PASSED AND APPROVED BY THE CITY OF FAIR OAKS RANCH CITY COUNCIL MEETING AT A TIME AND PLACE IN COMPLETE CONFORMITY WITH THE OPEN MEETING LAWS OF THE STATE OF TEXAS AND ALL OTHER APPLICABLE LAWS THIS 17th DAY OF AUGUST, 2017.

BFI WASTE SERVICES OF TEXAS, LP  
d/b/a ALLIED WASTE SERVICES OF S.A.  
//REPUBLIC SERVICES OF SAN ANTONIO  
4542 SE LOOP 410  
SAN ANTONIO, TEXAS 78222

CITY OF FAIR OAKS RANCH, TEXAS  
7286 DIETZ ELKHORN  
FAIR OAKS RANCH, TX 78015

By: 

By:   
Name: Tobin Maples  
Title: City Manager

ATTEST:  
By:   
Name: TOM ARMSTRONG  
Title: MUNICIPAL SALES MGR

ATTEST:  
By:   
Name:  
Title:



**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

**AGENDA TOPIC:** Consideration and possible action approving a Resolution authorizing the execution of an Advance Funding Agreement with TxDOT for a Highway Safety Improvement Program (HSIP) project and authorizing the City Manager to execute applicable documents

**DATE:** September 1, 2022

**DEPARTMENT:** Public Works & Engineering Services

**PRESENTED BY:** Grant Watanabe, P.E., Director of Public Works & Engineering Services

**INTRODUCTION/BACKGROUND:**

The Highway Safety Improvement Program (HSIP) is a federal-aid program with the purpose to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. The HSIP requires each state to have a comprehensive Strategic Highway Safety Plan (SHSP) that defines safety goals and strategies to enhance safety. Through this program, the Texas Department of Transportation (TxDOT) has programmed hundreds of millions of dollars of HSIP projects focusing on various safety measures such as installing barriers, curve improvements, intersection improvements, pedestrian safety, rumble strips, widening highways, and other off-system improvements submitted by local agencies.

In May 2022, the City was informed by local TxDOT representatives that HSIP funding had become available for off-system (non-TxDOT roadways) projects within the TxDOT San Antonio District. The available funds were for the FY23 program year only.

In June 2022, the Council selected the Post Oak Trail Widening project for several reasons. It was already an approved Roadway CIP project, required little to no additional ROW acquisition, had no major utility conflicts, maximized use of available HSIP funds, and the city’s direct costs were considered affordable within the upcoming budget.

In July, the Post Oak Widening project was approved by TxDOT for a total combined construction cost of \$2,686,727.00. Under this program, HSIP will cover 90% (\$2,418,054) of the construction cost, and the city will cover 10% (\$268,673) of the construction cost. The city is also responsible for engineering, environmental assessment and mitigation, direct state costs for management and oversight of the project, and any cost overruns. Although the draft AFA and project budget attachment (details cost-share between federal, state and local government) are not yet available from TxDOT, the project funds allocated in our FY2022-2023 proposed budget are adequate to cover all city costs based on best available estimates.

Since TxDOT requires the Governing Body of the Local Government to approve entering into an Advance Funding Agreement (AFA) for each HSIP Project by resolution or ordinance, a resolution is being presented tonight for consideration and possible action. If approved, the resolution (**Exhibit A**) will be included as part of the AFA as an attachment.



**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

- Supports Strategic Action Plan for Reliable and Sustainable Infrastructure (SAP 3.4.13 Post Oak Trail Roadway Reconstruction).
- Leverages federal and state funding to reduce the cost impact on our residents.
- Provides systemic safety improvements to reduce the number and severity of vehicle accidents and injuries.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

Approval of the resolution and execution of the AFA enables the city to leverage federal and state funding to reduce the long-term cost impact on our residents.

**LEGAL ANALYSIS:**

This resolution was reviewed and approved by the city attorney.

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve a resolution authorizing the execution of an Advance Funding Agreement with TxDOT for a Highway Safety Improvement Program (HSIP) project and authorizing the City Manager to execute applicable documents.

**A RESOLUTION****A RESOLUTION OF THE CITY OF FAIR OAKS RANCH, TEXAS AUTHORIZING EXECUTION OF AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR AN OFF-SYSTEM HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT AND AUTHORIZING THE CITY MANAGER TO EXECUTE APPLICABLE DOCUMENTS.**

**WHEREAS**, the Highway Safety Improvement Program (HSIP) aims to eliminate or reduce the number and severity of traffic crashes; and,

**WHEREAS**, the HSIP includes funds for construction and operational improvements of qualifying projects that are located off the state highway system; and,

**WHEREAS**, the Post Oak Trail Widening project (the "Project") was selected to receive HSIP funds for project construction and oversight by Texas Department of Transportation ("TxDOT" or the "State"); and,

**WHEREAS**, TxDOT and City of Fair Oaks Ranch entered into a Master Agreement Governing Local Transportation Project Advance Funding Agreements on July 5, 2014; and,

**WHEREAS**, TxDOT requires the Governing Body of the Local Government to approve entering into an AFA for each HSIP Project by resolution or ordinance which will be made a part of the agreement; and,

**WHEREAS**, the AFA for HSIP Project requires local government funding to cover the cost of engineering, environmental assessment and mitigation, direct state costs and 10% of the construction cost up to the maximum federal funding obligated amount. The local funding may be comprised of cash or in-kind contributions; and,

**WHEREAS**, the estimated total project cost, inclusive of federal, state and local funding, is \$3,278,762; and,

**WHEREAS**, the City of Fair Oaks Ranch is responsible for all non-reimbursable costs and 100% of overruns, if any; and,

**WHEREAS**, the Governing Body of the City of Fair Oaks Ranch desires to reaffirm its support of the Project and authorize the execution of an AFA with TxDOT for the Project.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS THAT:**

**SECTION 1.** The City Council hereby reaffirms its support of the Project and authorizes the execution of an AFA with TxDOT for the Project.

**SECTION 2.** The City Council hereby authorizes the City Manager to execute any and all applicable documents to effectuate this Resolution.

**SECTION 3.** That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place and purpose of said meeting was given as required by law.

**PASSED, APPROVED, AND ADOPTED** on this 1st day of September, 2022.

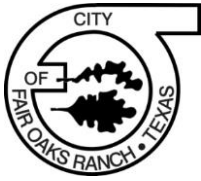
ATTEST:

\_\_\_\_\_  
Gregory C. Maxton, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Christina Picioccio, TRMC, City Secretary

\_\_\_\_\_  
Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney



**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

AGENDA TOPIC: Consideration and possible action authorizing the City Manager to execute Interlocal Agreements to allow for cooperative purchasing  
DATE: September 1, 2022  
DEPARTMENT: Finance  
PRESENTED BY: Clayton Hoelscher, Procurement Manager

**INTRODUCTION/BACKGROUND:**

Section 271.102 of the Texas Government Code allows local governments to enter into Cooperative Purchasing Programs with other local governments of the State or with local Cooperative Organizations. Purchasing items utilizing these methods fulfills the State’s competitive requirements. These agreements offer the City another source of procuring items, but the City is not required to utilize these methods.

The first Interlocal Agreement is with the City of Helotes (**Exhibit A**) and will allow for each party to cooperatively purchase from contracts the other party has executed. Vendors awarded contracts with each party will have the option to extend the pricing included on the contract to the other party, but will not be obligated to do so. If a vendor under contract with the City of Fair Oaks Ranch or Helotes agrees to extend the pricing, the other party will execute an Agreement directly with the vendor.

Additionally, three Interlocal Agreement with Cooperative Organizations are included for consideration. The items available to purchase through these Cooperative Agreements have been competitively bid on a large scale.

The City wishes to enter into three separate Interlocal Agreements with different Cooperative Programs. These agreements are with the following organizations:

- National Cooperative Purchasing Alliance (**Exhibit B**)
- Region 8 Education Service Center (The Interlocal Purchasing System) (**Exhibit C**)
- Texas Comptroller of Public Accounts (Texas SmartBuy) (**Exhibit D**)

In addition to purchasing items, the Agreement with the Texas Comptroller of Public Accounts will also allow the City to advertise projects on the Electronic State Business Daily. This is a website hosted by the Comptroller, and allows for larger visibility when advertising our projects.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Entering into an Agreement with the City of Helotes and joining these Cooperative Programs gives the City options to procure items that have already been competitively bid locally and on a larger scale. The City could potentially see savings in both cost and time.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

The only agreement with a fee is the Texas SmartBuy Program. This costs \$100 annually.

**LEGAL ANALYSIS:**

The Agreement with the City of Helotes has been reviewed by the City Attorney.

Each Cooperative Program requires their standard Interlocal Agreement be executed and submitted for membership. These agreements are included for reference.

**RECOMMENDATION/PROPOSED MOTION:**

I move to authorize the City Manager to execute Interlocal Agreements to allow for cooperative purchasing with the following parties:

- City of Helotes
- National Cooperative Purchasing Alliance
- Region 8 Education Service Center (The Interlocal Purchasing System)
- Texas Comptroller of Public Accounts (Texas SmartBuy)

**STATE OF TEXAS  
COUNTY OF BEXAR**

**§ INTERLOCAL AGREEMENT FOR  
§ COOPERATIVE PURCHASING**

This Interlocal Agreement (the “ILA” or “Agreement”) is entered into between **The City of Fair Oaks Ranch**, a Home Rule City (“Fair Oaks Ranch”) and the **City of Helotes**, a General Law City (“Helotes”) (individually, a “Party” or collectively, the “Parties”), to facilitate the procurement of goods and services. This Agreement is made and entered into by the Parties pursuant to the authority granted under the Interlocal Cooperation Act, Texas Gov’t Code 791.

**ARTICLE I  
PURPOSE**

1.01 The purpose of this ILA is to set forth an agreement between the parties regarding each City’s participation, pursuant to Local Government Code Section 271.102, in a cooperative purchasing program wherein a party is allowed to ride a contract with a participating vendor.

**ARTICLE II  
DESIGNATION OF REPRESENTATIVES**

2.01 Fair Oaks Ranch appoints the Procurement Manager as its designated representative and primary point of contact with regard to this Agreement.

2.02 Helotes appoints the City Administrator as its designated representative and primary point of contact with regard to this Agreement.

**ARTICLE III  
TERM**

3.01 This ILA shall commence upon execution by the last signatory and shall continue for an initial term of one year. The ILA shall automatically renew for four additional one-year terms.

3.02 This ILA may be terminated upon thirty (30) days written notice by either party.

**ARTICLE IV  
COOPERATIVE PURCHASING**

4.01 **Definitions.** The following terms used in this section shall, unless stated otherwise, have the meaning set forth below:

- a. “Awarding Party” means the party that awarded a contract for goods and/or services to a vendor after a solicitation process required or permitted by state law and the charter, ordinances, or policies of that party.
- b. “Purchase Contract” means a contract for goods and/or services awarded to a vendor by the Awarding Party.
- c. “Riding Party” means the Party wishing to utilize a Purchase Contract procured by the Awarding Party.

- d. "Vendor" means the entity providing goods or services under a Purchase Contract.

4.02 Each party routinely procures goods and services using solicitation methods required or permitted by state law, and the charter, ordinances, orders and policies of that party. Each party may, from time to time, as it deems appropriate, include a provision in its solicitations and contracts allowing the other party to cooperatively purchase from its Purchase Contracts, subject to the consent of the Vendor who is awarded the Purchase Contract. If the Vendor consents to extend its pricing and terms, the Awarding Party shall make all Purchase Contract documents available to the Riding Party.

4.03 A Riding Party shall administer its own contract with the Vendor as it relates to its own purchases, including, but not limited to, issuing purchase orders to, take shipments of goods from, and making payment directly to the Vendor. Riding Party shall ensure that all invoices be paid pursuant to the Texas Prompt Payment Act.

4.04 Each party shall be responsible for the Vendor's compliance with the terms and conditions of the Purchase Contract only as it relates to that party's own purchases.

4.05 Any arrangement, contractual or otherwise, between a Vendor and Riding Party, shall not bind or obligate the Awarding Party. Awarding Party shall not be a party to the contract between Riding Party and Vendor, nor shall Riding Party be a party to the Purchase Contract between the Awarding Party and the Vendor. Use of the Purchase Contract shall not make Awarding Party a party to the contract between Riding Party and Vendor. Awarding Party shall have no obligation for payment to a Vendor for any goods or services purchased by Riding Party. Awarding Party shall have no responsibilities for goods or services provided, or to be provided, by a Vendor.

4.06 In no event shall Awarding Party be considered a dealer, remarketer, agent or other representative of a Vendor or the other party.

#### **ARTICLE V**

#### **INDEPENDENT CONTRACTOR STATUS AND SUBCONTRACTORS**

5.01 In performing under this Agreement, the parties act as an independent contractor, and no provision of this Agreement will be construed as making one party the agent, servant, or employee of the other.

#### **ARTICLE VI**

#### **NOTICES AND ADDRESSES**

6.01 Any notice required or desired to be given from one party to the other party to this Agreement shall be in writing and shall be given and shall be deemed to have been served and received (whether actually received or not) if (i) delivered in person to the address set forth below; (ii) deposited in an official depository under the regular care and custody of the United States Postal Service located within the confines of the United States of America and sent by

certified mail, return receipt requested, and addressed to such party at the address hereinafter specified; or (iii) delivered to such party by courier receipted delivery. Either party may designate another address within the confines of the continental United States of America for notice, but until written notice of such change is actually received by the other party, the last address of such party designated for notice shall remain such party's address for notice.

If to Fair Oaks Ranch:	Procurement Manager City of Fair Oaks Ranch 7268 Dietz Elkhorn Fair Oaks Ranch, TX 78015 <a href="mailto:purchasing@fairoaksranchtx.org">purchasing@fairoaksranchtx.org</a>
If to Helotes:	City Administrator City of Helotes 12951 Bandera Road Helotes, TX 78023 MMendoza@Helotes-TX.gov

#### **ARTICLE VII** **LAW GOVERNING**

7.01 This Agreement and all claims, disputes, or other matters in controversy will be governed by, and construed in accordance with, the substantive and procedural laws of the State of Texas, and exclusive venue for any proceeding shall be in Bexar County, Texas.

#### **ARTICLE VIII** **SEVERABILITY**

8.01 If any provision of this Agreement is held invalid, illegal, or unenforceable, the remainder of the Agreement shall remain valid and enforceable and shall be construed to conform to the intent of the parties.

#### **ARTICLE IX** **AMENDMENT**

9.01 No amendment, modification, or alteration of the terms of this Agreement will be binding unless same is in writing, dated subsequent to the date of this Agreement, and is duly executed by both parties.

#### **ARTICLE X** **ASSIGNMENT**

10.01 Neither party may assign, or otherwise transfer, any of its rights, duties and/or obligations arising out of this Agreement without the prior written consent of the other party.



**ARTICLE XI**  
**FORCE MAJEURE**

11.01 Neither party will be required to perform any term, condition, or covenant in this Agreement so long as such performance is delayed or prevented by force majeure, which includes acts of God, strikes, lockouts, material or labor restrictions, civil riot, floods, and any other catastrophic event not reasonably within the control of such party and which by the exercise of due diligence by the party is unable, wholly or in part, to prevent or overcome.

**ARTICLE XII**  
**NO WAIVER OF BREACH**

12.01 The failure of a party to insist upon or enforce strict performance of any of the provisions of this Agreement, or to exercise any rights or remedies under this Agreement, will not be construed as a waiver or relinquishment to any extent of such party's right to assert or rely upon any such provisions, rights or remedies in that or any other instance; rather, the same will remain in full force and effect. The parties agree that neither has waived its sovereign immunity by entering into and performing its obligations under this Agreement.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**CITY OF FAIR OAKS RANCH**

**CITY OF HELOTES**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Tobin Maples, AICP

Name: Marian Mendoza

Title: City Manager

Title: City Administrator

(i)

## MICPA



### MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

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This agreement is made between a government agency that executes a Lead Agency Certificate ("Lead Agency") to be appended and made a part hereof and other public agencies ("Participating Public Agencies") that register electronically with National Cooperative Purchasing Alliance ("NCPA") or otherwise execute a Participating Public Agency Certificate to be appended and made a part hereof.

### RECITALS

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WHEREAS, after a competitive solicitation and selection process by Lead Agency, in compliance with their own policies, procedures, rules and regulations, a number of Vendors have entered into Master Agreements to provide a variety of goods, products and services based on national volumes (herein "Products");

WHEREAS, Master Agreements are made available by Lead Agency through NCPA and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Lead Agency, subject to any applicable local purchasing ordinances and the laws of the State of purchase;

NOW, THEREFORE, in consideration of the mutual promises contained in this agreement, and of the mutual benefits to result, the parties agree as follows:

1. That each party will facilitate the cooperative procurement of Products.
2. That the procurement of Products subject to this agreement shall be conducted in accordance with and subject to the relevant statutes, ordinances, rules and regulations that govern each party's procurement practices.
3. That the cooperative use of bids obtained by a party to this agreement shall be in accordance with the terms and conditions of the bid, except as modification of those terms and conditions is otherwise allowed or required by applicable law.
4. That the Lead Agencies will make available, upon reasonable request and subject to convenience, information which may assist in improving the procurement of products by the Participating Public Agencies.
5. That a procuring party will make timely payments to the Vendor for Products received in accordance with the terms and conditions of the procurement. Payment for Products and inspections and acceptance of Products ordered by the procuring party shall be the exclusive obligation of such procuring party. Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.
6. The procuring party shall not use this agreement as a method for obtaining additional concessions or reduced prices for similar products or services.
7. The procuring party shall be responsible for the ordering of Products under this agreement. A non-procuring party shall not be liable in any fashion for any violation by a procuring party, and the procuring party shall hold

non-procuring party harmless from any liability that may arise from action or inaction of the procuring party.

8. This agreement shall remain in effect until terminated by a party giving 30 days written notice to the other party. The provisions of paragraphs 5, 6 and 7 hereof shall survive any such termination.

9. This agreement shall take effect after execution of the Lead Agency Certificate or Participating Public Agency Registration, as applicable.

Is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.

**CONTACT INFORMATION**


NCPA  
P.O. Box 701273  
Houston, TX 77270


(888) 543-6515

[info@ncpa.us](mailto:info@ncpa.us) (mailto:info@ncpa.us)

**CONNECT WITH US**

 ([https://twitter.com/\\_NCPA](https://twitter.com/_NCPA))

 (<https://www.facebook.com/NCPA-National-Cooperative-Purchasing-Alliance-283585238336420/>)

 (<https://www.linkedin.com/company/ncpa---national-cooperative-purchasing-alliance/>)

**SEND EMAIL**

Name

Email

Message

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Privacy - Terms

**Submit**

**AN INTERLOCAL AGREEMENT Between  
Region 8 Education Service Center and a  
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT  
(School, College, University, State, City, County, or Other Political Subdivision)**

\_\_\_\_\_  
TEXAS PUBLIC ENTITY NAME

\_\_\_\_\_  
Control Number (TIPS will Assign)  
Schools enter County-District Number

Region 8 Education Service Center  
Pittsburg, Texas

225 - 950  
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the “Agreement”) is effective \_\_\_\_\_ and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

**Statement of Services to be Performed:**

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

**Roles of the TIPS Purchasing Cooperative:**

- ✓ Provide for the organizational structure of the program.
- ✓ Provide staff for efficient operation of the program.
- ✓ Promote marketing of the TIPS Program.
- ✓ Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- ✓ Provide members with procedures for placing orders through TIPS PO System.
- ✓ Maintain filing system for Due Diligence Documentation.
- ✓ Collect fees from vendors to support the costs of operations of TIPS.

**Role of the Public Entity:**

- ✓ Commit to participate in the program by an authorized signature on membership forms.
- ✓ Designate a Primary Contact and Secondary Contact for entity.

- ✓ Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- ✓ Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to [tipspo@tips-usa.com](mailto:tipspo@tips-usa.com).
- ✓ Accept shipments of products ordered from Awarded Vendors.
- ✓ Process Payments to Awarded Vendors in a timely manner.

**General Provisions:**

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

**Authorization:**

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered

into an Agreement to provide cooperative purchasing opportunities to public agencies. This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

**Member Entity:**

**Purchasing Cooperative Lead Agency:**

**Region 8 Education Service Center**

\_\_\_\_\_  
**Entity or District Name**

By: \_\_\_\_\_  
Authorized Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Authorized Signature

Dr. David Fitts  
Title: Executive Director Region 8 ESC

\_\_\_\_\_  
Date

**Public Entity Contact Information**

\_\_\_\_\_  
Primary Purchasing Person Name

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Primary Person Email Address

\_\_\_\_\_  
City, State Zip

\_\_\_\_\_  
Secondary Person Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Secondary Person Email Address

The state of Texas requires an Interlocal Agreement be approved by the respective entities governing board. You may email completed Interlocal Agreement to tips@tips-usa.com.



# Texas SmartBuy Membership Program

## Texas SmartBuy Membership Application

\_\_\_\_\_  
Name of Authorized Individual

\_\_\_\_\_  
Name of Authorized Individual (secondary contact)

*(NOTE: Please list 2 people who are authorized to sign for purchases and will receive all correspondence from CPA. Additional authorized signers or Agents of Record may be listed on the resolution with the signatures documented at the bottom of the resolution.)*

\_\_\_\_\_  
Organization/Qualified Entity Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Primary Email Address

\_\_\_\_\_  
Secondary Email Address

\_\_\_\_\_  
Phone Numbers

\_\_\_\_\_  
Fax Number

The annual membership fee for participation in the Texas SmartBuy Membership Program is:  
**\$100.00 – FEE IS NON-REFUNDABLE**

### Please make checks payable to:

**Texas Comptroller of Public Accounts**

### Please mail to:

**Texas Comptroller of Public Accounts  
P.O. Box 13186  
Austin, TX 78711**

## PLEASE RETURN THIS FORM WITH PAYMENT AND ALL REQUIRED DOCUMENTS AND SIGNATURES

Questions? Contact the Texas SmartBuy Membership Program at 512-463-3368 or at [members@cpa.texas.gov](mailto:members@cpa.texas.gov).





# RESOLUTION

**State of Texas**  
**County of \_\_\_\_\_**

Whereas, the Texas Comptroller of Public Accounts is authorized to provide purchasing services for local governments pursuant to §§ 271.082 and 271.083 of the Local Government Code;

and **WHEREAS**, the \_\_\_\_\_  
(e.g., Commissioner’s Court, City Council, School Board, Board of Directors)

of \_\_\_\_\_, is a: (Check one of the following.)  
(Name of Qualified Entity)

- |                                                                            |                                                                            |
|----------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <input type="radio"/> County                                               | <input type="radio"/> Independent School District                          |
| <input type="radio"/> Municipality                                         | <input type="radio"/> Junior College District                              |
| <input type="radio"/> Political Subdivision (Utility, Appraisal Districts) | <input type="radio"/> Mental Health and Mental Disability Community Center |
| <input type="radio"/> State-funded Assistance Organization                 | <input type="radio"/> Housing and Transportation Authority                 |

defined as an entity qualified to participate in the Texas SmartBuy Membership Program of the Texas Comptroller of Public Accounts pursuant to § 271.081 of the Local Government Code; and

WHEREAS, in accordance with the requirements of 34 TAC §20.85 administrative rules, the Agent(s) of Record,  
\_\_\_\_\_  
(Name of Person, primary contact) (Title)

(and \_\_\_\_\_)  
(Name of Person, secondary contact) (Title) is/are authorized to execute

any and all documentation for \_\_\_\_\_ pertaining to its participation in the Texas  
(Entity Name)

Comptroller of Public Accounts Cooperative Purchasing Program; and

WHEREAS, \_\_\_\_\_ acknowledges its obligation to pay annual participation fees  
(Entity Name)

established by the Texas Comptroller of Public Accounts.

NOW, THEREFORE BE IT RESOLVED, that request be made to the Texas Comptroller of Public Accounts to approve  
\_\_\_\_\_ for participation in the Texas Comptroller of Public Accounts Cooperative Purchasing Program.  
(Entity Name)

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by \_\_\_\_\_  
(Entity Name)

By: \_\_\_\_\_  
(Signature of Chair)

\_\_\_\_\_  
(Signature of primary Agent of Record)

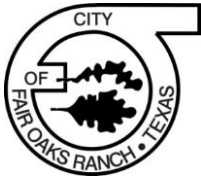
\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Name/Title of primary Agent of Record)

\_\_\_\_\_  
(Title of Chair)

\_\_\_\_\_  
(Signature of secondary Agent of Record)

\_\_\_\_\_  
(Name/Title of secondary Agent of Record)



**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 01, 2022**

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AGENDA TOPIC: Consideration and possible action approving an Interlocal Agreement with the City of Boerne for Animal Services in FY 2022-2023 and authorizing the City Manager to execute the agreement

DATE: September 1, 2022

DEPARTMENT: Police Department/Animal Control

PRESENTED BY: Tim Moring, Chief of Police

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**INTRODUCTION/BACKGROUND:**

Fair Oaks Ranch Animal Control contracts annually with the City of Boerne Animal Service Facility. Facility use is limited to the boarding, releasing, and adoption services for all domestic animals (dog and cats) that are found within the jurisdiction of the City when the owner cannot be located by the end of the day. City of Fair Oaks Ranch does not operate a kennel facility that is capable of housing domestic animals overnight. Due to this limitation, the City contracts with the City of Boerne Animal Services to house animals in a State approved facility until the owner is located or the animal is released for adoption.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Low cost of annual contract provides the needed services to our residents while simultaneously reducing costs incurred by the City that would be needed to run a State approved facility and the staffing required for same.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

Agreement costs vary and are determined each year from May 1<sup>st</sup> to April 30<sup>th</sup> on the number of animals brought into Boerne Animal facility by Fair Oaks Ranch employees and the operational costs calculated by Boerne Animal Control staff. The agreement (**Exhibit A**) states the City of Fair Oaks Ranch is responsible for 10% the total costs of 1.5 employees as well as the total operational costs for the upcoming fiscal year. For FY 2022-2023, the 10% allocation assigned to the City of Fair Oaks Ranch totals \$17,655.74.

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve an Interlocal Agreement with the City of Boerne for Animal Services in FY 2022-2023 and authorizing the City Manager to execute the agreement.

## INTERLOCAL AGREEMENT

This Interlocal Agreement ("the Agreement") is entered into by the CITY OF BOERNE, TEXAS and FAIR OAKS RANCH, Texas for the use of the City of Boerne Animal Control Facility.

### I. RECITALS

WHEREAS, CHAPTER 791 of the TEXAS GOVERNMENT CODE, also known as the INTERLOCAL COOPERATION ACT, authorizes all local governments to contract with each other to provide a governmental function or service that each party to the contract is authorized to perform individually and in which the contracting parties are mutually interested, such as police protection and public health and welfare; and

WHEREAS, the City of Boerne ("BOERNE") is a Home-Rule Municipal Corporation organized under the laws of Texas and is authorized to enter into this Agreement; and

WHEREAS, the City of Fair Oaks Ranch ("FOR") is a Home-Rule Municipal Corporation organized under the laws of the State of Texas and is authorized to enter into this Agreement; and

WHEREAS, BOERNE and FOR represent that each is independently authorized to perform the functions contemplated by this Agreement; and

WHEREAS, BOERNE operates an Animal Control Facility located at 330 South Esser Road, Boerne, Texas 78006 (the "FACILITY") for the purpose of providing a safe humane shelter for unwanted, stray, abused, and impounded animals in accordance with state and city regulations in a cost-efficient and effective manner and, thereby, protecting its citizens from the dangers and problems associated with free roaming animals; and

WHEREAS, FOR currently has a need for a FACILITY and is not equipped to render such shelter services; and

WHEREAS, each party has sufficient funds available from current revenues to perform the functions contemplated by this Agreement; and

WHEREAS, both BOERNE and FOR find it mutually desirable to enter into this Agreement.

NOW, THEREFORE in consideration of the mutual benefits and promises each to the other made herein, the parties named above do hereby agree as follows:

## II. BOERNE OBLIGATIONS

The services to be provided by BOERNE to FOR are as follows:

1. Maintain, repair, control, regulate, administer and operate the FACILITY as a complete animal shelter for the use and benefit of the Parties to this Agreement.
2. Retain in custody, on a temporary basis, animals taken into possession by the Parties to this Agreement. As used herein, the term "animals" shall mean dogs and cats. Should FOR need to impound an animal other than a dog or cat, FOR will contact BOERNE to see if the FACILITY is able to house the type of animal being brought in and verify that the FACILITY has the type of food needed for the animal. If BOERNE does not have food, or housing, for the animal, FOR will be responsible for either bringing the correct food and/or housing, or will be invoiced by BOERNE for the purchase of specialized food and/or housing. An invoice will be provided with the Monthly Report.
3. Contract for and purchase all reasonably necessary supplies, equipment, materials and services deemed reasonably necessary to operate the Facility.
4. Emergency animal pickup by Boerne Animal Control personnel, when all authorized FOR Animal Control and Law Enforcement personnel is unavailable, must be authorized by the City Manager, or his designee. FOR agrees to pay the fees for this service as outlined in Section IV.2 The FACILITY is not required to accept impoundment of any animal from a FOR resident.
5. On the first day of each month, the Boerne Animal Control Department will compile a report of all FOR animals impounded at the FACILITY during the preceding month, and shall provide the report to FOR no later than the 10<sup>th</sup> day of each month.

## III. FOR Obligations

1. FOR agrees and understands that the only person(s) authorized to bring an animal impounded from FOR to the FACILITY shall be a FOR Law Enforcement Officer or a FOR Animal Control Officer. In no event will the FACILITY accept any animal for impoundment from a FOR resident.
2. FOR agrees and understands that no animal impounded from FOR shall be released from the FACILITY to the owner of the animal without direction from FOR. The owner must present to an employee of the FACILITY a signed FOR Return To Owner Form, a photo ID, and a printed receipt showing payment of fees to FOR in order to pick up their animal.

3. If a FOR animal is in need of reasonable medical attention, FOR agrees and understands that such FOR animal must be taken to a veterinary hospital by a FOR agent prior to bringing the FOR animal to the FACILITY. BOERNE is under no obligation to receive or impound an animal that it deems in need of medical attention. Such determination is in the sole discretion of the Boerne Animal Control Officer[s].
4. Should any FOR animal need medical attention while impounded at the FACILITY, such cost for veterinary treatment shall be borne solely by FOR. BOERNE will attempt to notify FOR to obtain authorization prior to taking the animal to the vet, however, if an agent of FOR can not be reached, the FACILITY Supervisor will have the final say.
5. If a FOR animal is declared a ward of the Court due to abuse or neglect, the FOR animal must first be taken to a veterinary hospital for a complete medical examination prior to impoundment at the FACILITY. Written instruction from the vet on how to care for the animal, along with all necessary supplies and medication, shall be hand delivered to the FACILITY personnel at the time the animal is brought to the FACILITY.
6. FOR will create standards for the procedures desired to be implemented by BOERNE concerning the length of time any FOR animal is impounded at the FACILITY. In the event FOR does not provide standards to BOERNE, BOERNE may utilize its local procedures. Such FOR created standards will include the length of time the FOR animal will be impounded before being available for adoption or humanely euthanized. After the holding period prescribed by the FOR standards, FOR shall surrender the animal to BOERNE for a surrender fee of \$15.00. FOR is responsible to forward an Animal Surrender Notice to BOERNE at the end of the prescribed holding period. If FOR has not furnished BOERNE an Animal Surrender Notice by Noon on the day following the end of the prescribed holding period, BOERNE will assess a boarding fee of \$10.00 for each day FOR is delinquent in forwarding the Animal Surrender Notice to BOERNE. Should the end of the holding period fall on a Saturday or Sunday, the Animal Surrender Notice will be due by Noon on the following Monday.
7. **Stray/Running at Large Animals.** Stray animals, or animals found running at large, which are impounded by FOR shall first be scanned for a microchip by a FOR Law Enforcement Officer or FOR Animal Control Officer and every attempt made to locate the owner prior to bringing the animal to the FACILITY. Notes regarding actions taken to locate the owner shall be left at the FACILITY with the animal. Failure to attempt to locate an owner prior to bringing the animal to the FACILITY will result in an additional fee of \$10.00 per animal. If BOERNE has to scan and attempt to locate an owner, the fee will be \$35.00 per animal.

8. **Owner-Surrendered Animals.** Should FOR accept an Owner-Surrendered Animal for re-adoption, FOR will pay \$15.00 to BOERNE per animal surrendered. BOERNE reserves the right to reject any Owner-Surrendered Animal that displays aggression or is sick, injured, or elderly to the point that adoption is not an option. BOERNE will not accept any Owner-Surrendered Animal for euthanasia. Owner-Surrendered Animals should be taken by the owner to their veterinarian for euthanasia purposes. Should FOR choose to accept an Owner-Surrendered Animal for euthanasia purposes, FOR should contract with a veterinarian to perform this service.
9. **Animals Impounded by Arrest.** Should an animal be taken to the FACILITY because a FOR Law Enforcement Officer arrested a subject who had their animal with them at the time of the arrest, a "Domestic Animal Intake Information For Arrested Subjects" form should be completed and the original left on the corkboard in the cat room. (See Attachment)
10. **Quarantine.** In the event that any FOR animal impounded at the FACILITY is involved in a biting or scratching incident requiring the quarantine of the FOR animal, the FOR animal must be removed from the FACILITY by FOR within twenty-four hours from the expiration of the quarantine period.
11. **Rabies Testing.** Should FOR require BOERNE to prepare a specimen for submission to the Rabies Lab, a fee of \$50.00 will be charged for the procedure. Should FOR request BOERNE to deliver the specimen to the Rabies Lab, an additional fee of \$110.00 will be charged. (This fee includes the \$40.00 testing fee charged by SA Metro Health and the travel time to and from the lab, which averages 2 hours). Fees will be included on the monthly invoice.

#### IV. CONSIDERATION

1. The operational costs of the Boerne Facility shall be shared by BOERNE and FOR on a percentage basis, with FOR minimum percentage at 10%. This actual percentage shall be determined at the end of April each year, based on the number of animals impounded at the FACILITY from each Party during the previous twelve (12) month period. The operational costs are the total of 1.5 Boerne Facility employees' salary and benefits for the next fiscal year plus utilities, pet food, cleaning supplies, and building maintenance. Pursuant to this calculation, the amount due from FOR to BOERNE is 10% of the operational costs of \$176,557.45 equaling \$17,655.74, or a monthly sum of \$ 1,471.31 over the period of this Agreement. Payment of FOR's proportionate share is due on the 15<sup>th</sup> day of each month if FOR elects to pay monthly. Should FOR elect to make a single payment in full, such payment is due on the 15<sup>th</sup> day of the month following execution of this Agreement.

2. In the event that an emergency animal pickup is made between 8:00 AM and 5:00 PM Monday – Friday by BOERNE personnel for a FOR animal per Section II.4. above, FOR shall pay a fee to BOERNE of \$40.00 per hour, or any portion thereof. For emergency animal pickup after 5:00 PM Monday - Friday, on BOERNE holidays, or on weekends, FOR shall pay \$60.00 per hour or any portion thereof. BOERNE will provide FOR with an invoice listing all animals picked-up by BOERNE personnel and impounded pursuant to this Section plus any associated fees therewith (including, but not limited to, any necessary medical treatment prior to and during impoundment per Section III.3). Payment of this additional invoice is due on or before the 15<sup>th</sup> day of the month following receipt of the invoice.
3. BOERNE will provide FOR with an invoice listing all animals in need of medical attention while impounded at the FACILITY per Section III.4. Such invoice will list the necessary treatment received and the fees associated therewith. Payment of this additional invoice is due on or before the 15<sup>th</sup> day of the month following receipt of the invoice.
4. BOERNE will provide FOR with an invoice listing all animals exceeding their length of time at the FACILITY per FOR established standards per Section III.6. Upon receipt of such invoice, FOR will immediately forward an Animal Surrender Notice to BOERNE via facsimile or electronic mail. The original Animal Surrender Notice will be provided to BOERNE with the accompanying fee on or before the 15<sup>th</sup> day of the month following receipt of the invoice.

#### V. TERM AND TERMINATION

1. This Agreement shall be effective as of October 1, 2022, and shall continue in force and effect for a period of twelve months, and shall terminate September 30, 2023. The Agreement shall be reviewed by the Boerne City Council prior to each fiscal year.
2. Any party may terminate the Agreement by giving written notice; said termination to take effect within ninety (90) days after the notice is given.

#### Vi. GENERAL PROVISIONS

1. **Subject to the limitations as to liability and damages in the Texas Tort Claims Act and without waiving its governmental immunity, each Party agrees to hold harmless each other, its governing board, officers, agents and employees for any liability, loss, damages, claims or causes of action caused or asserted to have been caused directly or indirectly by any other Party to this Agreement, or any of its officers, agents or employees, or as the result of its performance, or any of its officers, agents or employees, under this Agreement.**

2. Independent Contractor. BOERNE shall be solely responsible for the FACILITY. BOERNE shall supply all materials, equipment, tools, transportation, and labor required for or reasonably incidental to the maintenance and care of the FACILITY. The City shall have the sole obligation to employ, direct, control, supervise, manage, discharge and compensate all of the Boerne Animal Control Service employees.
3. Severability Clause. The Parties intend for the various provisions of this Agreement to be severable so that the invalidity, if any, of any one section (or more) shall not affect the validity of the remaining provisions or sections.
4. Public Information Act. Each Party agrees that it is a governmental body for purposes of the Public Information Act codified as Chapter 552 of the Texas Government Code and as such is required to release information in accordance with the Public Information Act.
5. This document may be executed in any number of original signature counterparts, each of which shall for all purposes be deemed an original, and all such counterparts shall constitute one and the same document. It is understood and agreed that this Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.
6. Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each party has been properly authorized and empowered to enter into this Agreement. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entity.
7. This Agreement shall be interpreted in accordance with the laws of the State of Texas and in Kendall County, Texas.
8. This Agreement represents the entire agreement of the Parties and supersedes any verbal or written representations of, to or by the parties to each other.
9. Headings. The headings at the beginning of the various provisions of this Agreement have been included only in order to make it easier to locate the subject covered by each provision and are not to be used in construing this Agreement.



10. Notices to either Party shall be sufficient if sent in writing, postage pre-paid, registered or certified mail to the following:

BOERNE

Ben Thatcher  
City Manager  
P.O. Box 1677  
Boerne, TX 78006-1677  
[bthatcher@boerne-tx.gov](mailto:bthatcher@boerne-tx.gov)  
Fax: 830-249-9264

FOR

Tobin E. Maples, AICP  
City Manager  
7286 Dietz Elkhorn  
Fair Oaks Ranch, TX 78015  
[tmaples@fairoaksranchtx.org](mailto:tmaples@fairoaksranchtx.org)  
Fax: 210-698-3565

Agreed to this the \_\_\_\_ day of \_\_\_\_\_, 2022.

Approved:  
City of Boerne, Texas

Approved:  
City of Fair Oaks Ranch, Texas

\_\_\_\_\_  
Ben Thatcher, City Manager

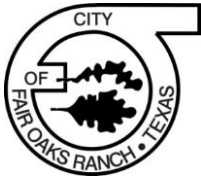
\_\_\_\_\_  
Tobin E. Maples, City Manager

Attest:

Attest:

\_\_\_\_\_  
Lori Carroll, City Secretary

\_\_\_\_\_  
City Secretary



**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

AGENDA TOPIC: Discussion of Cost of Living Adjustments (COLAs) and Compensation Study  
DATE: September 1, 2022  
DEPARTMENT: Administration  
PRESENTED BY: Scott M. Huizenga, Assistant City Manager, Administrative Services

**INTRODUCTION/BACKGROUND:**

The City Council adopted the Classification and Compensation Study and Analysis (“Compensation Study”) for the City on November 19, 2020. The Compensation Study included a pay philosophy to “bring the City’s salary structure in line with the top third of the market.” The study also includes a new Pay Schedule establishing Pay Grades and Steps for all Classified Civilian, Non-Civilian, and Seasonal positions. The study also recommends using Consumer Price Index (CPI) and the Employer Cost Index (ECI) data as guideposts in determining Cost of Living Adjustments (COLAs) to the Pay Schedule.

The City Council at its July 7, 2022 meeting approved a mid-year Cost of Living Adjustment (COLA) of 3.2 percent to all employees effective July 4, 2022. The motion also included a 3.2% COLA on October 1, 2022 and Merit (Step) increases to eligible employees on the first pay period in October 2022. Based on City Council feedback, the City Manager’s FY 2022-23 Proposed Budget revised the proposed pay increases for October so that employees in Civilian Pay Grades 1-27 would receive - 3.2% COLAs and Civilian Pay Grades 28-45 would receive 1.0% COLAs. Similarly, Non-Civilian (Police) Pay Grades PD-6 and PD-7 would receive 3.2% COLAs and Non-Civilian Pay Grade PD-8 would receive a 1% COLA.

Staff identified Pay Grade 27 as the “cut off” primarily because the City currently does not have classified positions in Pay Grades 28-30. Therefore, there is “natural break” that denotes generally upper management from non-supervisory staff. This gap between Pay Grades 27 and 31 will result in less compression between non-supervisory and supervisory staff – although some compression will occur anytime pay increases are not distributed proportionally. Similarly, Pay Grade PD-8 on the Police Pay Schedule is close to Pay Grade 31 on the Civilian Pay Schedule.

The proposed resolution (**Exhibit A**) adjusts the entire Pay Schedule by 3.2% to maintain consistency with the City’s Adopted Compensation Study while providing actual increases of 1.0% for selected pay grades as listed above. The resolution also provides Merit, or Step, increases for all eligible employees. The Council would adopt this resolution in conjunction with the FY 2022-23 Budget, which is scheduled for its second and final reading on September 22, 2022.

The materials herein provide the following.

- Summary analysis of the Fiscal Impact of the Proposed COLAs by Fund and by Department
- Draft resolution adopting the proposed Pay Schedule and “tiered” pay increases as reflected in the FY 2022-23 Proposed Budget.
- Proposed Pay Schedule (Attachment A) for FY 2022-23, which displays Pay Grades and Steps for all classified City positions

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Project 5.1.1 of the Strategic Action Plan is to Evaluate & Update Compensation and Benefit Plans inclusive of Exempt/Non-Exempt status. Best practice as detailed in the Compensation Study is to update the Pay Schedule annually based on CPI and ECI data with additional market-based adjustments, where applicable. This resolution adjusts the entire Pay Schedule consistent with the study. It does not, however, provide equal COLAs across all Pay Grades. Pay compression and potential long-term inequities among incumbent employees can result when the City does not apply COLAs equally across all Pay Grades.

**LONG-TERM FINANCIAL & BUDGETARY IMPACT:**

The total budgeted impact of a “tiered” 3.2%/1.0% COLA is \$124,734 to the General Fund and \$38,403 to the Utility Fund for FY 2022-23.

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

This agenda item is for information and discussion. No formal action is required for the September 1<sup>st</sup> meeting unless the Council chooses to amend the FY 2022-23 COLAs or to provide further guidance to the City Manager for the FY 2022-23 Budget. Staff recommends approval of an annual resolution adopting the Pay Schedule in conjunction with the annual budget ordinance.

### FY 2022-23 COLA Options

This option is in the budget

Department	No COLA		With Varied COLA 3.2%/1.0%		With 3.2% COLA Overall		Difference in COLA Options		FTE Count
	General Fund	Utility Fund	General Fund	Utility Fund	General Fund	Utility Fund	General Fund	Utility Fund	
Administration	581,726	168,133	587,947	170,635	598,430	172,935	10,483	2,300	5
City Secretary	197,250		202,729	-	202,729	-	-	-	2
HR&Communications	151,588	151,588	154,562	154,562	155,985	155,985	1,423	1,423	3
Finance	290,995	290,995	296,306	296,306	298,393	298,393	2,087	2,087	5
Information Technology	113,138	113,138	114,930	114,930	116,285	116,285	1,355	1,355	2
Municipal Court	141,972	-	145,635	-	145,635	-	-	-	2
Public Safety	2,816,482		2,881,692	-	2,887,790	-	6,098	-	30
Maintenance	637,045	101,643	650,279	102,218	651,543	103,482	1,264	1,264	11
Building Codes	270,150	-	277,691	-	277,691	-	-	-	3
Engineering/Planning	388,819	295,718	396,724	300,968	399,879	304,123	3,155	3,155	7
Utilities	-	769,982	-	789,381	-	789,381	-	-	11
<b>Total</b>	<b>5,589,166</b>	<b>1,891,198</b>	<b>5,708,495</b>	<b>1,929,000</b>	<b>5,734,360</b>	<b>1,940,584</b>	<b>25,865</b>	<b>11,584</b>	

**CITY OF FAIR OAKS RANCH  
FY 2022-2023 PROPOSED PAY SCHEDULE - GENERAL GOVERNMENT  
Effective: 10/01/2022**

PAY GROUP	JOB TITLES	PAY BASIS	STEP	STEP	STEP	STEP	STEP	OPEN RANGE 36%	MAXIMUM OF PAY RANGE
			1	2	3	4	5		
1		A	19,686.37	20,178.53	20,682.99	21,200.07	21,730.07		29,955.14
		B	757.17	776.10	795.50	815.39	835.77		1,152.12
		H	9.46	9.70	9.94	10.19	10.45		14.40
2		A	20,682.99	21,200.07	21,730.07	22,273.32	22,830.16		31,471.62
		B	795.50	815.39	835.77	856.67	878.08		1,210.45
		H	9.94	10.19	10.45	10.71	10.98		15.13
3		A	21,730.07	22,273.32	22,830.16	23,400.91	23,985.93		33,064.87
		B	835.77	856.67	878.08	900.04	922.54		1,271.73
		H	10.45	10.71	10.98	11.25	11.53		15.90
4		A	22,830.16	23,400.91	23,985.93	24,585.58	25,200.22		34,738.78
		B	878.08	900.04	922.54	945.60	969.24		1,336.11
		H	10.98	11.25	11.53	11.82	12.12		16.70
5		A	23,985.93	24,585.58	25,200.22	25,830.23	26,475.98		36,497.43
		B	922.54	945.60	969.24	993.47	1,018.31		1,403.75
		H	11.53	11.82	12.12	12.42	12.73		17.55
6		A	25,200.22	25,830.23	26,475.98	27,137.88	27,816.33		38,345.12
		B	969.24	993.47	1,018.31	1,043.76	1,069.86		1,474.81
		H	12.12	12.42	12.73	13.05	13.37		18.44
7		A	26,475.98	27,137.88	27,816.33	28,511.74	29,224.53		40,286.34
		B	1,018.31	1,043.76	1,069.86	1,096.61	1,124.02		1,549.47
		H	12.73	13.05	13.37	13.71	14.05		19.37
8		A	27,816.33	28,511.74	29,224.53	29,955.14	30,704.02		42,325.83
		B	1,069.86	1,096.61	1,124.02	1,152.12	1,180.92		1,627.92
		H	13.37	13.71	14.05	14.40	14.76		20.35
9		A	29,224.53	29,955.14	30,704.02	31,471.62	32,258.41		44,468.58
		B	1,124.02	1,152.12	1,180.92	1,210.45	1,240.71		1,710.33
		H	14.05	14.40	14.76	15.13	15.51		21.38
10		A	30,704.02	31,471.62	32,258.41	33,064.87	33,891.50		46,719.80
		B	1,180.92	1,210.45	1,240.71	1,271.73	1,303.52		1,796.92
		H	14.76	15.13	15.51	15.90	16.29		22.46
11		A	32,258.41	33,064.87	33,891.50	34,738.78	35,607.25		49,084.99
		B	1,240.71	1,271.73	1,303.52	1,336.11	1,369.51		1,887.88
		H	15.51	15.90	16.29	16.70	17.12		23.60
12	Custodian/Maint Wkr	A	33,891.50	34,738.78	35,607.25	36,497.43	37,409.87		51,569.92
		B	1,303.52	1,336.11	1,369.51	1,403.75	1,438.84		1,983.46
		H	16.29	16.70	17.12	17.55	17.99		24.79
13	Animal Services Officer Maintenance Tech	A	35,607.25	36,497.43	37,409.87	38,345.12	39,303.74		54,180.65
		B	1,369.51	1,403.75	1,438.84	1,474.81	1,511.68		2,083.87
		H	17.12	17.55	17.99	18.44	18.90		26.05

A = Annual  
B = Biweekly  
H = Hourly

PAY GROUP	JOB TITLES	PAY BASIS	STEP	STEP	STEP	STEP	STEP	OPEN RANGE 36%	MAXIMUM OF PAY RANGE
			1	2	3	4	5		
14	Administrative Clerk Utilities Clerk Utility Technician	A	37,409.87	38,345.12	39,303.74	40,286.34	41,293.50		56,923.54 2,189.37 27.37
		B	1,438.84	1,474.81	1,511.68	1,549.47	1,588.21		
		H	17.99	18.44	18.90	19.37	19.85		
15		A	39,303.74	40,286.34	41,293.50	42,325.83	43,383.98		59,805.29 2,300.20 28.75
		B	1,511.68	1,549.47	1,588.21	1,627.92	1,668.61		
		H	18.90	19.37	19.85	20.35	20.86		
16	Admin. Asst. Court Clerk W/WW Operator I	A	41,293.50	42,325.83	43,383.98	44,468.58	45,580.29		62,832.94 2,416.65 30.21
		B	1,588.21	1,627.92	1,668.61	1,710.33	1,753.09		
		H	19.85	20.35	20.86	21.379	21.91		
17	Maintenance Lead Payroll/AP Specialist W/WW Operator II	A	43,383.98	44,468.58	45,580.29	46,719.80	47,887.80		66,013.86 2,538.99 31.74
		B	1,668.61	1,710.33	1,753.09	1,796.92	1,841.84		
		H	20.86	21.38	21.91	22.46	23.02		
18	Code Compliance Offr W/WW Operator III	A	45,580.29	46,719.80	47,887.80	49,084.99	50,312.12		69,355.81 2,667.53 33.34
		B	1,753.09	1,796.92	1,841.84	1,887.88	1,935.08		
		H	21.91	22.46	23.02	23.60	24.19		
19	Deputy City Secretary	A	47,887.80	49,084.99	50,312.12	51,569.92	52,859.17		72,866.94 2,802.57 35.03
		B	1,841.84	1,887.88	1,935.08	1,983.46	2,033.04		
		H	23.02	23.60	24.19	24.79	25.41		
20	Building Inspector	A	50,312.12	51,569.92	52,859.17	54,180.65	55,535.16		76,555.83 2,944.46 36.81
		B	1,935.08	1,983.46	2,033.04	2,083.87	2,135.97		
		H	24.19	24.79	25.41	26.05	26.70		
21	Court Administrator GIS Technician	A	52,859.17	54,180.65	55,535.16	56,923.54	58,346.63		80,431.47 3,093.52 38.67
		B	2,033.04	2,083.87	2,135.97	2,189.37	2,244.10		
		H	25.41	26.05	26.70	27.37	28.05		
22	Accountant I Environmental Proj Mgr	A	55,535.16	56,923.54	58,346.63	59,805.29	61,300.43		84,503.32 3,250.13 40.63
		B	2,135.97	2,189.37	2,244.10	2,300.20	2,357.71		
		H	26.70	27.37	28.05	28.75	29.47		
23	HR/Commun. Specialist Infrastructure Inspector IT Network Specialist	A	58,346.63	59,805.29	61,300.43	62,832.94	64,403.76		88,781.30 3,414.67 42.68
		B	2,244.10	2,300.20	2,357.71	2,416.65	2,477.07		
		H	28.05	28.75	29.47	30.21	30.96		
24	Maintenance Supvr	A	61,300.43	62,832.94	64,403.76	66,013.86	67,664.20		93,275.85 3,587.53 44.84
		B	2,357.71	2,416.65	2,477.07	2,538.99	2,602.47		
		H	29.47	30.21	30.96	31.74	32.53		
25	Multimedia Communications Officer	A	64,403.76	66,013.86	67,664.20	69,355.81	71,089.70		97,997.94 3,769.15 47.11
		B	2,477.07	2,538.99	2,602.47	2,667.53	2,734.22		
		H	30.96	31.74	32.53	33.34	34.18		
26	Procurement Manager Wastewater Supervisor Water Supervisor	A	67,664.20	69,355.81	71,089.70	72,866.94	74,688.62		102,959.08 3,959.96 49.50
		B	2,602.47	2,667.53	2,734.22	2,802.57	2,872.64		
		H	32.53	33.34	34.18	35.03	35.91		
27	Accounting Manager Building Official City Secretary	A	71,089.70	72,866.94	74,688.62	76,555.83	78,469.73		108,171.39 4,160.44 52.01
		B	2,734.22	2,802.57	2,872.64	2,944.46	3,018.07		
		H	34.18	35.03	35.91	36.81	37.73		

A = Annual  
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H = Hourly

PAY GROUP	JOB TITLES	PAY BASIS	STEP	STEP	STEP	STEP	STEP	OPEN RANGE 36%	MAXIMUM OF PAY RANGE
			1	2	3	4	5		
28		A	74,688.62	76,555.83	78,469.73	80,431.47	82,442.26		113,647.57
		B	2,872.64	2,944.46	3,018.07	3,093.52	3,170.86		
		H	35.91	36.81	37.73	38.67	39.64		
29		A	78,469.73	80,431.47	82,442.26	84,503.32	86,615.90		119,400.97
		B	3,018.07	3,093.52	3,170.86	3,250.13	3,331.38		
		H	37.73	38.67	39.64	40.63	41.64		
30		A	82,442.26	84,503.32	86,615.90	88,781.30	91,000.83		125,445.65
		B	3,170.86	3,250.13	3,331.38	3,414.67	3,500.03		
		H	39.64	40.63	41.64	42.68	43.75		
31	Assistant Director of Public Works	A	86,615.90	88,781.30	91,000.83	93,275.85	95,607.75		131,796.33
		B	3,331.38	3,414.67	3,500.03	3,587.53	3,677.22		
		H	41.64	42.68	43.75	44.84	45.97		
32	Mgr of Engineering Svcs	A	91,000.83	93,275.85	95,607.75	97,997.94	100,447.89		138,468.52
		B	3,500.03	3,587.53	3,677.22	3,769.15	3,863.38		
		H	43.75	44.84	45.97	47.11	48.29		
33		A	95,607.75	97,997.94	100,447.89	102,959.08	105,533.06		145,478.49
		B	3,677.22	3,769.15	3,863.38	3,959.96	4,058.96		
		H	45.97	47.11	48.29	49.50	50.74		
34	IT Manager	A	100,447.89	102,959.08	105,533.06	108,171.39	110,875.67		152,843.34
		B	3,863.38	3,959.96	4,058.96	4,160.44	4,264.45		
		H	48.29	49.50	50.74	52.01	53.31		
35	Dir of HR & Commun Public Works Director	A	105,533.06	108,171.39	110,875.67	113,647.57	116,488.75		160,581.03
		B	4,058.96	4,160.44	4,264.45	4,371.06	4,480.34		
		H	50.74	52.01	53.31	54.64	56.00		
36		A	110,875.67	113,647.57	116,488.75	119,400.97	122,386.00		168,710.45
		B	4,264.45	4,371.06	4,480.34	4,592.35	4,707.15		
		H	53.31	54.64	56.00	57.40	58.84		
37	Chief of Police Director of Finance	A	116,488.75	119,400.97	122,386.00	125,445.65	128,581.79		177,251.42
		B	4,480.34	4,592.35	4,707.15	4,824.83	4,945.45		
		H	56.00	57.40	58.84	60.31	61.82		
38		A	122,386.00	125,445.65	128,581.79	131,796.33	135,091.24		186,224.77
		B	4,707.15	4,824.83	4,945.45	5,069.09	5,195.82		
		H	58.84	60.31	61.82	63.36	64.95		
39		A	128,581.79	131,796.33	135,091.24	138,468.52	141,930.24		195,652.40
		B	4,945.45	5,069.09	5,195.82	5,325.71	5,458.86		
		H	61.82	63.36	64.95	66.57	68.24		
40		A	135,091.24	138,468.52	141,930.24	145,478.49	149,115.45		205,557.30
		B	5,195.82	5,325.71	5,458.86	5,595.33	5,735.21		
		H	64.95	66.57	68.24	69.94	71.69		
41	Assistant City Manager	A	141,930.24	145,478.49	149,115.45	152,843.34	156,664.42		215,963.64
		B	5,458.86	5,595.33	5,735.21	5,878.59	6,025.55		
		H	68.24	69.94	71.69	73.48	75.32		

A = Annual  
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H = Hourly

PAY GROUP	JOB TITLES	PAY BASIS	STEP	STEP	STEP	STEP	STEP	OPEN RANGE 36%	MAXIMUM OF PAY RANGE
			1	2	3	4	5		
42		A	149,115.45	152,843.34	156,664.42	160,581.03	164,595.56		226,896.80
		B	5,735.21	5,878.59	6,025.55	6,176.19	6,330.60		8,726.80
		H	71.69	73.48	75.32	77.20	79.13		109.08
43		A	156,664.42	160,581.03	164,595.56	168,710.45	172,928.21		238,383.45
		B	6,025.55	6,176.19	6,330.60	6,488.86	6,651.09		9,168.59
		H	75.32	77.20	79.13	81.11	83.14		114.61
44		A	164,595.56	168,710.45	172,928.21	177,251.42	181,682.70		250,451.61
		B	6,330.60	6,488.86	6,651.09	6,817.36	6,987.80		9,632.75
		H	79.13	81.11	83.14	85.22	87.35		120.41
45	City Manager	A	172,928.21	177,251.42	181,682.70	186,224.77	190,880.39		263,130.72
		B	6,651.09	6,817.36	6,987.80	7,162.49	7,341.55		10,120.41
		H	83.14	85.22	87.35	89.53	91.77		126.51
46		A	181,682.70	186,224.77	190,880.39	195,652.40	200,543.71		276,451.72
		B	6,987.80	7,162.49	7,341.55	7,525.09	7,713.22		10,632.76
		H	87.35	89.53	91.77	94.06	96.42		132.91
47		A	190,880.39	195,652.40	200,543.71	205,557.30	210,696.23		290,447.08
		B	7,341.55	7,525.09	7,713.22	7,906.05	8,103.70		11,171.04
		H	91.77	94.06	96.42	98.83	101.30		139.64
48		A	200,543.71	205,557.30	210,696.23	215,963.64	221,362.73		305,150.97
		B	7,713.22	7,906.05	8,103.70	8,306.29	8,513.95		11,736.58
		H	96.42	98.83	101.30	103.83	106.42		146.71
49		A	210,696.23	215,963.64	221,362.73	226,896.80	232,569.22		320,599.23
		B	8,103.70	8,306.29	8,513.95	8,726.80	8,944.97		12,330.74
		H	101.30	103.83	106.42	109.08	111.81		154.13
50		A	221,362.73	226,896.80	232,569.22	238,383.45	244,343.03		336,829.57
		B	8,513.95	8,726.80	8,944.97	9,168.59	9,397.81		12,954.98
		H	106.42	109.08	111.81	114.61	117.47		161.94
51		A	232,569.22	238,383.45	244,343.03	250,451.61	256,712.90		353,881.57
		B	8,944.97	9,168.59	9,397.81	9,632.75	9,873.57		13,610.83
		H	111.81	114.61	117.47	120.41	123.42		170.14

A = Annual  
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 H = Hourly



**CITY OF FAIR OAKS RANCH  
FY 2022-2023 PROPOSED PAY SCHEDULE - POLICE  
Effective: 10/01/2022**

PAY GROUP	PAY BASIS	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5	6	7	8	9	10	11	12	13	14
<b>PD-6</b> Police Officer	A	57,242.61	58,673.68	60,140.52	61,644.03	63,185.13	64,764.76	66,383.88	68,043.48	69,744.56	71,488.18	73,275.38	75,107.27	76,984.95	78,909.57
	B	2,201.64	2,256.68	2,313.10	2,370.92	2,430.20	2,490.95	2,553.23	2,617.06	2,682.48	2,749.55	2,818.28	2,888.74	2,960.96	3,034.98
	H-2184	26.21	26.87	27.54	28.23	28.93	29.65	30.40	31.16	31.93	32.73	33.55	34.39	35.25	36.13
	H-2080	27.52	28.21	28.91	29.64	30.38	31.14	31.92	32.71	33.53	34.37	35.23	36.11	37.01	37.94
<b>PD-7</b> Police Sergeant	A	77,224.17	79,154.77	81,133.64	83,161.98	85,241.03	87,372.06	89,556.36	91,795.27	94,090.15	96,442.40	98,853.46	101,324.80		
	B	2,970.16	3,044.41	3,120.52	3,198.54	3,278.50	3,360.46	3,444.48	3,530.59	3,618.85	3,709.32	3,802.06	3,897.11		
	H-2184	35.36	36.24	37.15	38.08	39.03	40.01	41.01	42.03	43.08	44.16	45.26	46.39		
	H-2080	37.13	38.06	39.01	39.98	40.98	42.01	43.06	44.13	45.24	46.37	47.53	48.71		
<b>PD-8</b> Police Lieutenant	A	85,353.03	87,486.85	89,674.02	91,915.87	94,213.77	96,569.11	98,983.34	101,457.93	103,994.37	106,594.23	109,259.09	111,990.57		
	B	3,282.81	3,364.88	3,449.00	3,535.23	3,623.61	3,714.20	3,807.05	3,902.23	3,999.78	4,099.78	4,202.27	4,307.33		
	H-2184	39.08	40.06	41.06	42.09	43.14	44.22	45.32	46.46	47.62	48.81	50.03	51.28		
	H-2080	41.04	42.06	43.11	44.19	45.30	46.43	47.59	48.78	50.00	51.25	52.53	53.84		

A = Annual  
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H = Hourly

**CITY OF FAIR OAKS RANCH**  
Effective 10/01/2022

**PROPOSED PAY SCHEDULE - SEASONAL**

GROUP	PAY BASIS	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5
1	A	16,462.08	16,873.63	17,295.47	17,727.86	18,171.06
	M	1,371.84	1,406.14	1,441.29	1,477.32	1,514.26
	SM	685.92	703.07	720.64	738.66	757.13
	H	7.91	8.11	8.32	8.52	8.74
2	A	17,295.47	17,727.86	18,171.06	18,625.34	19,090.97
	M	1,441.29	1,477.32	1,514.26	1,552.11	1,590.91
	SM	720.64	738.66	757.13	776.06	795.46
	H	8.32	8.52	8.74	8.95	9.18
3	A	18,171.06	18,625.34	19,090.97	19,568.24	20,057.45
	M	1,514.26	1,552.11	1,590.91	1,630.69	1,671.45
	SM	757.13	776.06	795.46	815.34	835.73
	H	8.74	8.95	9.18	9.41	9.64
4	A	19,090.97	19,568.24	20,057.45	20,558.89	21,072.86
	M	1,590.91	1,630.69	1,671.45	1,713.24	1,756.07
	SM	795.46	815.34	835.73	856.62	878.04
	H	9.18	9.41	9.64	9.88	10.13
5	A	20,057.45	20,558.89	21,072.86	21,599.68	22,139.67
	M	1,671.45	1,713.24	1,756.07	1,799.97	1,844.97
	SM	835.73	856.62	878.04	899.99	922.49
	H	9.64	9.88	10.13	10.38	10.64
6	A	21,072.86	21,599.68	22,139.67	22,693.16	23,260.49
	M	1,756.07	1,799.97	1,844.97	1,891.10	1,938.37
	SM	878.04	899.99	922.49	945.55	969.19
	H	10.13	10.38	10.64	10.91	11.18
7	A	22,139.67	22,693.16	23,260.49	23,842.00	24,438.05
	M	1,844.97	1,891.10	1,938.37	1,986.83	2,036.50
	SM	922.49	945.55	969.19	993.42	1,018.25
	H	10.64	10.91	11.18	11.46	11.75
8	A	23,260.49	23,842.00	24,438.05	25,049.00	25,675.23
	M	1,938.37	1,986.83	2,036.50	2,087.42	2,139.60
	SM	969.19	993.42	1,018.25	1,043.71	1,069.80
	H	11.18	11.46	11.75	12.04	12.34
9	A	24,438.05	25,049.00	25,675.23	26,317.11	26,975.04
	M	2,036.50	2,087.42	2,139.60	2,193.09	2,247.92
	SM	1,018.25	1,043.71	1,069.80	1,096.55	1,123.96
	H	11.75	12.04	12.34	12.65	12.97
10	A	25,675.23	26,317.11	26,975.04	27,649.42	28,340.66
	M	2,139.60	2,193.09	2,247.92	2,304.12	2,361.72
	SM	1,069.80	1,096.55	1,123.96	1,152.06	1,180.86
	H	12.34	12.65	12.97	13.29	13.63
11	A	26,975.04	27,649.42	28,340.66	29,049.18	29,775.41
	M	2,247.92	2,304.12	2,361.72	2,420.77	2,481.28
	SM	1,123.96	1,152.06	1,180.86	1,210.38	1,240.64
	H	12.97	13.29	13.63	13.97	14.32

A = Annual  
B = Biweekly  
H = Hourly

## A RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS ADOPTING THE FY 2022-23 PAY SCHEDULE FOR GENERAL GOVERNMENT AND POLICE EMPLOYEES.**

**WHEREAS**, the City Council of the City of Fair Oaks Ranch, Texas on November 19, 2020 approved the Classification and Compensation Study and Analysis ("Compensation Study") for the City of Fair Oaks Ranch, Texas; and

**WHEREAS**, the Compensation Study includes the adopted City of Fair Oaks Ranch Pay Schedule providing for Pay Groups and Steps of all classified positions; and

**WHEREAS**, the Compensation Study adopted a compensation philosophy to compete in the top third of the market for classified positions; and

**WHEREAS**, the Compensation Study recommends comparing Consumer Price Index (CPI) and Employee Cost Index (ECI) data as part of determining annual Cost-of-Living Adjustments (COLAs) to the Pay Schedule; and

**WHEREAS**, the composite ECI was 5.1 percent as of June 2022 and the CPI-W was 9.8 percent as of June 2022; and

**WHEREAS**, the City Council of the City of Fair Oaks Ranch, Texas on July 7, 2022 adopted a 3.2 percent COLA to be provided effective July 4, 2022 for all positions.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fair Oaks Ranch, Texas adopts the Pay Schedule for General Government and Police Employees in Attachment A providing for a 3.2 percent COLA for pay effective October 1, 2022; and

**BE IT FURTHER RESOLVED** that Civilian Pay Grades 1 through 27 shall receive a 3.2 percent pay adjustment effective October 1, 2022 and Civilian Pay Grades 28-45 shall receive a 1.0 percent pay adjustment effective October 1, 2022; and

**BE IT FURTHER RESOLVED** that Non-Civilian Pay Grades PD-6 and PD-7 shall receive a 3.2 percent pay adjustment effective October 1, 2022 and Non-Civilian Pay Grade PD-8 shall receive a 1 percent pay adjustment effective October 1, 2022. and

**BE IT FURTHER RESOLVED** that all employees shall be eligible for a Merit (Step) increase of 2.5 percent to be provided on the first pay period of October 2022.

**PASSED, APPROVED, and ADOPTED on this 15<sup>th</sup> day of September, 2022.**

\_\_\_\_\_  
Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Christina Picioccio, TRMC  
City Secretary

\_\_\_\_\_  
Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney



# FY 2022-23 Budget Update

September 1, 2022

Scott Huizenga, Assistant City Manager





# General Fund Summary

Category	Amount
Revenues	\$9,614,599
Expenditures	(\$9,051,528)
<b>Operating surplus/(deficit)</b>	<b>\$563,071</b>
Transfer (to)/from Equipment Replacement Fund	(\$229,495)
Transfer to Operating Reserve	(\$280,000)
Transfer (to)/from Restricted Reserves	43,073
Capital Outlay	(\$196,950)
<b>Total surplus/(deficit)</b>	<b>(\$100,301)</b>
Unallocated Fund Balance	Amount
Transfer to General Fund from Unallocated Reserves	\$100,301
Transfer to SAP Fund from Unallocated Reserves	\$3,808,281
<b>Remaining Unallocated Fund Balance</b>	<b>\$0</b>



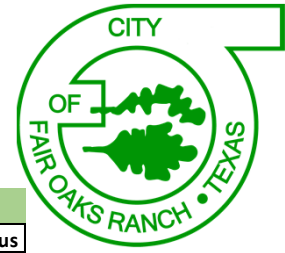
# Changes from August 18 – General Fund

Increases/(Decreases) in Expenditures	
Added Fiscal Year Variable COLA	\$124,734
Recodification for UDC	\$14,000
Court Security Reserve Expenses	\$57,224
Grasshopper Mower	\$17,500
Dump Trailer (split with Utility Fund)	\$7,500
Transfer to SAP Fund – Fuel Station additional funds	\$25,452
Transfer to SAP Fund – Civic Center	\$412,815
<b>Total Increase/(Decrease) in Expenditures</b>	<b>\$659,225</b>



# Changes from August 18 – SAP Fund

Increases/(Decreases) in Expenditures	
Fuel Station	\$50,000
Civic Center	\$412,815
<b>Total Increase/(Decrease) in Expenditures</b>	<b>\$462,815</b>



# Funded Items – General Fund & SAP

Potential Funding Source		
Operating Budget	Unallocated GF Surplus	Unallocated SAP Surplus
574,853	4,003,394	42,548

Funded Items	Department	Total Cost					
Phase 1 Stormwater Projects (Yr.2 Design and Construction)	SAP	\$ 2,790,000		\$ 1,748,031			
Roadway CIP 3.4.13 Post Oak Trail Widening (TxDOT Grant)	SAP	\$ 875,000		\$ 875,000			
Roadway CIP	SAP	\$ 706,983		\$ 706,983			
3rd Party Scanning for Digitization Project	SAP	\$ 40,000		\$ 40,000			
Fire Utilization Study (additional funding to add to SAP balance)	SAP	\$ 55,000			\$ 18,000		
Volunteer Appreciation Event	Mayor & Council	\$ 5,000	\$ 5,000				
2 new SRO positions (60% of cost reimbursed by BISD)	Public Safety	\$ 165,774	\$ 66,370				
Additional Tasers	Public Safety	\$ 11,200	\$ 11,200				
Mobile Surveillance Search/Rescue System	Public Safety	\$ 31,950		\$ 31,950			
New Mechanic Costs (Split with Utility Fund)	Maintenance	\$ 79,800	\$ 39,900				
Workstation Replacement (12 @ \$2,150)	Information Technology	\$ 25,000	\$ 15,000				
On-Call Building Inspector	Building Codes	\$ 22,000	\$ 22,000				
Planning Consultant Additional Scope	Engineering	\$ 40,000	\$ 10,000				
Public Safety Building HVAC Engineering Study/Repairs	Maintenance	\$ 30,000	\$ 20,649	\$ 9,351			
Fund Operating Reserve to keep at 6mo. reserved		\$ 280,000	\$ 260,000	\$ 20,000			
Variable COLA	All	\$ 124,734	\$ 124,734				
Grasshopper Mower (fleet addition)	Maintenance	\$ 17,500		\$ 17,500			
Dump Trailer (Split with Utility Fund)	Maintenance	\$ 15,000		\$ 7,500			
SAP 5.3.13 - Recodification in Municode	City Secretary	\$ 14,000		\$ 14,000			
Fuel station additional over PY funding	SAP	\$ 65,000		\$ 25,452	\$ 24,548		
Civic Center	SAP	\$ 2,000,000		\$ 412,815			
Total Funded		\$	574,853	\$	3,908,582	\$	42,548
Remaining Surplus		\$	-	\$	94,812	\$	-

NEW {



# Fund Balance Summary – Governmental Funds



	FY 2021-22 Ending	FY 2022-23 Budget	FY 2022-23 Ending
Court Technology	\$22,514	\$5,000	\$27,514
Court Security	\$58,724	(\$52,724)	\$6,000
Other Restricted	\$41,046	\$4,651	\$45,697
Operating Reserve	\$4,225,322	\$280,000	\$4,505,322
Unallocated General Fund Surplus	\$4,003,394	(\$3,908,582)	\$94,812
Debt Service Fund	\$52,023	\$1,738	\$53,761
Unallocated Strategic Projects Fund	\$42,548	(\$42,548)	\$0
Equipment Replacement Fund	\$873,597	\$229,495	\$1,103,092

# Utility Fund Operating Revenue and Expenses



Category	Water Fund	Wastewater Fund	Total
Revenue	\$4,222,630	\$1,348,525	\$5,571,155
Expenses			
Personnel	\$975,673	\$953,327	\$1,929,000
Supplies, Maintenance, and Ops	\$2,200,766	\$658,612	\$2,859,378
Services	\$65,244	\$65,534	\$130,778
<b>Total Expenses</b>	<b>\$3,241,683</b>	<b>\$1,677,473</b>	<b>\$4,919,156</b>
Operating Income	\$980,947	(\$328,948)	\$651,999

# Current Utility Rates (effective 10/1/22)



Residential Water Tiered Volume Charges		Commercial Water Tiered Volume Charges	
Gallons	Cost per 1,000 gallons	Gallons	Cost per 1,000 gallons
0 to 6,000	Base Service Charge	0 to 6,000	Base Service Charge
6,001 to 12,500	\$3.81	6,001 to 50,000	\$3.25
12,501 to 25,000	\$4.76	50,001 to 100,000	\$4.87
25,001 to 50,000	\$7.14	100,001 to 150,000	\$7.31
50,001 to 75,000	\$10.72	Over 150,000	\$10.97
75,001 to 100,000	\$16.07		
Over 100,000	\$24.11		

Water Base Service Charge \$26.48 - \$94.42 depending on meter size

Surface Water Fee: \$15.01  
 TCEQ Fee: \$0.20  
 Debt Service Fee: \$7.43  
 Capital Reserve Fee: \$6.72

Wastewater Base Service Charge: \$40.86  
 TCEQ Fee: \$0.05  
 Debt Service: \$2.29  
 Capital Reserve Fee: \$4.12



# Changes from August 18 – Utility Fund

Increases/(Decreases) in Expenditures	
Added Fiscal Year Variable COLA	\$38,401
Dump Trailer	\$7,500
Asset Transfer for GAAP	(\$7,500)
<b>Total Increase/(Decrease) in Expenses</b>	<b>\$38,401</b>



# Funded Items – Utility Funds

Funded – Operations and Capital Outlay	
Variable COLA	\$34,801
Capital Outlay	
Ford F250 Truck	\$55,000
Grasshopper Mower	\$17,500
Chlorine Alarms & Auto-dialers	\$27,250
Ford F350 Truck	\$85,000
Plant 5 Meters	\$15,000
Jet Trailer Disinfectator	\$9,500
Box Trailer	\$15,000
Slip Line Sewer Line	\$46,200
Dump Trailer (split with General Fund)	\$7,500

Funded – SAP Projects	
Elmo Davis Electrical Upgrades Design	\$64,642
Plant 5 Expansion Design (Impact Fee Eligible)	\$229,499
Old Fredericksburg Rd Waterline Construction	\$250,000
WWTP Design/Rehab (Impact Fee Eligible)	\$929,711



# Items Under Review – Utility Funds

Under Review	
Elmo Davis Mechanical/Structural Upgrades Design	\$167,313
Replace Willow Wind/Red Bud Hill Waterline Construction (design funded in FY22 but not started)	\$830,968
Rolling Acres Trail Waterline Construction (design funded in FY22 but not started)	\$572,443



# Net Position Summary – Utility

	FY 2021-22 Ending	FY 2022-23 Budget	FY 2022-23 Ending
Net Investment in Capital Assets	\$9,815,811	\$1,293,127	\$11,108,938
Water Capital Fund	\$1,254,192	\$24,646	\$1,278,838
Wastewater Capital Fund	\$1,172,897	(\$665,124)	\$507,773
Operating Reserve	\$3,162,813	(\$654,600)	\$2,508,213
Debt Service Reserve	\$339,746	\$0	\$339,746
Equipment Replacement Fund	\$716,745	(\$144,475)	\$572,270
<b>Total Net Position</b>	<b>\$16,462,204</b>	<b>(\$146,426)</b>	<b>\$16,315,778</b>



# FY 2022-23 Budget Update

September 1, 2022

Scott Huizenga, Assistant City Manager





<b>Consolidated Budget</b>												
By Fund												
Governmental Funds						Utility Funds						
	General Fund	Governmental SAP	Governmental Equip Repl	Governmental Debt Service	TOTAL GOVERNMENTAL	Water Operations	Wastewater Operations	Water CIP	Wastewater CIP	Utility Equip Repl	TOTAL UTILITY	GRAND TOTAL
Beginning Fund Balance Projected	8,402,257	466,649	873,597	52,023	9,794,526						16,462,204	26,256,730
<u>Revenues:</u>												
Taxes	7,963,116			553,268	8,516,384						-	8,516,384
Franchise Fees	692,050				692,050						-	692,050
Interest	72,000			1,000	73,000						-	73,000
Permits	309,075				309,075						-	309,075
Animal Control	1,135				1,135						-	1,135
Fines & Forfeitures	176,300				176,300						-	176,300
Fees & Services	277,903				277,903						-	277,903
Miscellaneous Income	123,020				123,020						-	123,020
Utility Revenues					-	4,222,630	1,348,525	-	-	-	5,571,155	5,571,155
Transfers from other Funds	125,000	3,808,281	354,495		4,287,776							4,287,776
<b>Total Revenues</b>	<b>9,739,599</b>	<b>3,808,281</b>	<b>354,495</b>	<b>554,268</b>	<b>14,456,643</b>	<b>4,222,630</b>	<b>1,348,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,571,155</b>	<b>20,027,798</b>
<u>Expenditures:</u>												
Personnel	5,708,495				5,708,495	975,673	953,327				1,929,000	7,637,495
Supplies, Maintenance & Operations	1,387,774				1,387,774	2,200,766	658,612				2,859,378	4,247,152
Professional Services	1,531,592	108,000			1,639,592	65,244	65,534				130,778	1,770,370
Shared Services	423,667				423,667						-	423,667
Capital Outlay	196,950	3,742,829			3,939,779	122,250	155,700	544,141	929,711		1,751,802	5,691,581
Debt Service	-			552,530	552,530	16,590	3,160				19,750	572,280
Transfers & Non-Cash Adjustments	4,162,776		125,000		4,287,776	362,456	(646,684)	(568,787)	(264,587)	144,475	(973,127)	3,314,649
<b>Total Expenditures</b>	<b>13,411,254</b>	<b>3,850,829</b>	<b>125,000</b>	<b>552,530</b>	<b>17,939,613</b>	<b>3,742,979</b>	<b>1,189,649</b>	<b>(24,646)</b>	<b>665,124</b>	<b>144,475</b>	<b>5,717,581</b>	<b>23,657,194</b>
Revenues Over/(Under) Expenditures	(3,671,655)	(42,548)	229,495	1,738	(3,482,970)	479,651	158,876	24,646	(665,124)	(144,475)	(146,426)	(3,629,396)
Ending Fund Balance	4,730,602	424,101	1,103,092	53,761	6,311,556							

<b>General Fund</b>					
<b>Estimation of where Fund balances would be at 9/30/2023</b>					
	<u>FINAL</u> <u>9/30/2021</u>	<u>2021-22</u> <u>Projected</u> <u>closeout</u>	<u>9/30/2022</u> <u>Projected</u> <u>Balance</u>	<u>2022-23</u> <u>Budget</u> <u>Closeout</u>	<u>9/30/2023</u> <u>Projected</u> <u>Balance</u>
<b>Non-Spendable</b>	96,070	-	96,070	-	96,070
<b>Restricted</b>					
Court Technology	17,819	4,695	22,514	5,000	27,514
Court Security Building	57,924	800	58,724	(52,724)	6,000
Court Efficiency	566	113	679	150	829
Court Truancy Prevention Fund	4,660	5,200	9,860	5,000	14,860
Court Jury Fund	93	115	208	151	359
Felony Forfeiture	10,774	777	11,551	-	11,551
Lease Training	12,847	1,582	14,429	(650)	13,779
PEG Fees	4,319	-	4,319	-	4,319
<b>Total Restricted</b>	<b>109,002</b>	<b>13,282</b>	<b>122,284</b>	<b>(43,073)</b>	<b>79,211</b>
<b>Committed</b>	-	-	-	-	-
<b>Assigned</b>					
Legal Reserve	50,000	-	50,000	-	50,000
Operating Reserve	3,835,321	390,000	4,225,322	280,000	4,505,322
<b>Total Assigned</b>	<b>3,885,321</b>	<b>390,000</b>	<b>4,275,322</b>	<b>280,000</b>	<b>4,555,322</b>
<b>Unassigned</b>					
Allocated	1,267,900	(1,267,900)	-	-	-
Unallocated	1,997,268	1,911,314	3,908,582	(3,908,582)	(0)
<b>Total Unassigned</b>	<b>3,265,168</b>	<b>643,414</b>	<b>3,908,582</b>	<b>(3,908,582)</b>	<b>(0)</b>
<b>General Fund Balance</b>	<b>7,355,560</b>	<b>1,046,696</b>	<b>8,402,257</b>	<b>(3,671,655)</b>	<b>4,730,602</b>

<b>Debt Service Fund</b>					
	<u>FINAL</u> <u>9/30/2021</u>	<u>2021-22</u> <u>Projected</u> <u>closeout</u>	<u>9/30/2022</u> <u>Projected</u> <u>Balance</u>	<u>2022-23</u> <u>Budget</u> <u>Closeout</u>	<u>9/30/2023</u> <u>Projected</u> <u>Balance</u>
Restricted	44,337	7,686	52,023	1,738	53,761

<b>Strategic Projects Fund</b>					
	<u>FINAL</u> <u>9/30/2021</u>	<u>2021-22</u> <u>Projected</u> <u>closeout</u>	<u>9/30/2022</u> <u>Projected</u> <u>Balance</u>	<u>2022-23</u> <u>Budget</u> <u>Closeout</u>	<u>9/30/2023</u> <u>Projected</u> <u>Balance</u>
Assigned	1,073,184	(606,535)	466,649	(42,548)	424,101

<b>Equipment Replacement Fund</b>					
	<u>FINAL</u> <u>9/30/2021</u>	<u>2021-22</u> <u>Projected</u> <u>closeout</u>	<u>9/30/2022</u> <u>Projected</u> <u>Balance</u>	<u>2022-23</u> <u>Budget</u> <u>Closeout</u>	<u>9/30/2023</u> <u>Projected</u> <u>Balance</u>
Assigned	872,769	828	873,597	229,495	1,103,092

Revenue Type	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Projected	2022-23 DRAFT	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected	NOTES
<b>General Fund Revenue Detail</b>									
<b>Taxes</b>									
General Property	5,559,608	5,831,720	5,714,476	5,944,476	6,149,433	434,957	7.6%	204,957	Budgeted a 3.5% increase over 2021 Tax Levy.
Delinquent Property	45,434	26,420	30,000	79,000	30,000	-		(49,000)	PY had an unprecedented amount of delinquent taxes.
Penalty & Interest	26,582	23,036	25,000	38,000	25,000	-	0.0%	(13,000)	PY had an unprecedented amount of penalty and interest.
Mixed Beverage	16,908	24,779	25,000	25,000	25,000	-	0.0%	-	
Local Sales	783,031	957,175	1,046,679	1,100,751	1,155,789	109,110	10.4%	55,038	Budgeting a 5% increase from PY Projected.
Street Maintenance	195,758	239,294	261,669	275,187	288,947	27,278	10.4%	13,760	Budgeting a 5% increase from PY Projected.
Property Reduction	195,758	239,294	261,669	275,187	288,947	27,278	10.4%	13,760	Budgeting a 5% increase from PY Projected.
<b>Total Taxes</b>	<b>6,823,079</b>	<b>7,341,717</b>	<b>7,364,494</b>	<b>7,737,602</b>	<b>7,963,116</b>	<b>598,622</b>	<b>8.1%</b>	<b>225,514</b>	
<b>Franchise Fees</b>									
Time Warner Cable	61,556	60,815	62,000	60,000	60,000	(2,000)	-3.2%	-	
GVTC Cable/Telephone	65,408	65,132	63,000	67,000	69,000	6,000	9.5%	2,000	Budgeting slight increase over PY Projected.
AT&T Cable/Telephone	7,167	2,710	3,500	2,700	2,700	(800)	-22.9%	-	
Miscellaneous	726	733	1,000	600	1,000	-	0.0%	400	
City Public Service	364,189	389,023	370,000	420,000	411,000	41,000	11.1%	(9,000)	Budgeting increase due to new homes in service area.
Pedernales Electric Company	63,307	85,091	70,000	87,500	91,850	21,850	31.2%	4,350	Budgeting increase due to new homes in service area.
Grey Forest Utilities	12,204	17,484	16,500	21,500	23,000	6,500	39.4%	1,500	
Garbage Regular	28,521	29,316	30,000	30,000	30,000	-	0.0%	-	
Garbage Recycling	2,025	1,230	2,200	3,200	3,500	1,300	59.1%	300	
<b>Total Franchise Fees</b>	<b>605,103</b>	<b>651,534</b>	<b>618,200</b>	<b>692,500</b>	<b>692,050</b>	<b>73,850</b>	<b>11.9%</b>	<b>(450)</b>	
<b>Interest</b>									
Bank/Investment Interest	70,947	4,286	8,000	58,000	72,000	64,000	800.0%	14,000	With rising interest rates, propose increase to pre-covid earnings
<b>Total Interest</b>	<b>70,947</b>	<b>4,286</b>	<b>8,000</b>	<b>58,000</b>	<b>72,000</b>	<b>64,000</b>	<b>800.0%</b>	<b>14,000</b>	
<b>Permits</b>									
New Residential Permits	258,434	374,007	310,000	225,000	200,000	(110,000)	-35.5%	(25,000)	Anticipating new build to slow down due to the number of lots available and rise in inflation and interest rates.
New Commerical Permits	53,287	9,196	10,000	-	5,000	(5,000)	-50.0%	5,000	One known food establishment.
Remodeling/Additions	7,187	14,680	15,000	36,000	30,000	15,000	100.0%	(6,000)	Trending upward based on current activity.
Other BC and Permits	74,162	89,162	51,000	66,000	61,000	10,000	19.6%	(5,000)	Added dilapidated remediation revenue of \$10k off-set with added \$10k of expense.
Contractor Registration	12,160	12,502	10,000	10,000	9,200	(800)	-8.0%	(800)	HVAC contractors no longer required to register.
Food/Health	4,170	230	4,000	4,000	3,875	(125)	-3.1%	(125)	
<b>Total Permits Costs</b>	<b>409,401</b>	<b>499,777</b>	<b>400,000</b>	<b>341,000</b>	<b>309,075</b>	<b>(90,925)</b>	<b>-22.7%</b>	<b>(31,925)</b>	
<b>Animal Control</b>									
Pet Licenses	700	745	500	700	640	140	28.0%	(60)	
Pet Impound/Quarantine	540	375	750	450	495	(255)	-34.0%	45	
<b>Total Animal Control</b>	<b>1,240</b>	<b>1,120</b>	<b>1,250</b>	<b>1,150</b>	<b>1,135</b>	<b>(115)</b>	<b>-9.2%</b>	<b>(15)</b>	
<b>Fines &amp; Forfeitures</b>									

Revenue Type	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Projected	2022-23 DRAFT	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected	NOTES
Municipal Court Fines	93,614	129,005	120,000	147,000	160,000	40,000	33.3%	13,000	Increase based on prior year trend.
Municipal Court Security	3,196	3,996	3,500	5,500	6,000	2,500	71.4%	500	
Municipal Court Technology	3,134	3,299	4,300	4,695	5,000	700	16.3%	305	
Municipal Court Efficiency	38	128	70	113	150	80	114.3%	37	
Court Truancy Prevention Fund	1,400	3,260	2,000	5,200	5,000	3,000	150.0%	(200)	Increase based on prior year trend.
Municipal Court Jury Fund	28	65	53	115	150	97	183.0%	35	
<b>Total Fines &amp; Forfeitures</b>	<b>101,409</b>	<b>139,753</b>	<b>129,923</b>	<b>162,623</b>	<b>176,300</b>	<b>46,377</b>	<b>35.7%</b>	<b>13,677</b>	
<b>Fees &amp; Services</b>									
FORU Management	214,908	206,955	215,601	221,884	210,003	(5,598)	-2.6%	(11,881)	Updated based on budgeted utility revenue.
Special Fees	39,628	19,838	25,000	25,000	25,000	-	0.0%	-	
FORMDD Management	30,150	30,150	30,150	30,150	30,150	-	0.0%	-	
Civic Center Rentals	-	-	-	-	-	-	-	-	
Credit Card Service Fee	5,661	9,747	7,500	10,000	12,750	5,250	70.0%	2,750	Increasing trend of customers paying by credit card.
<b>Total Fees &amp; Services</b>	<b>290,347</b>	<b>266,691</b>	<b>278,251</b>	<b>287,034</b>	<b>277,903</b>	<b>(348)</b>	<b>-0.1%</b>	<b>(9,131)</b>	
<b>Miscellaneous</b>									
Miscellaneous	6,892	20,481	4,000	15,223	106,905	102,905	2572.6%	91,682	SRO Program reimbursement.
City Event Sponsorships	5,230	-	-	205	-	-	-	(205)	
Sale of Assets	128,721	26,330	-	673	-	-	-	(673)	Typically do not budget for auction proceeds.
Donations/Grants	54,695	189,014	-	1,251,233	3,600	3,600	-	(1,247,633)	Budgeting for Bullet Proof Vest program grant.
School Guard Crossing Fund	7,461	7,860	7,400	10,665	10,665	3,265	44.1%	-	Now receiving -\$3,200 from Comal County
Lease Proceeds	1,908	1,827	2,000	1,582	1,850	(150)	-7.5%	268	
Police Seized Proceeds	1,820	-	-	777	-	-	-	(777)	Typically do not budget for potential seizures.
<b>Total Miscellaneous</b>	<b>206,728</b>	<b>245,512</b>	<b>13,400</b>	<b>1,280,358</b>	<b>123,020</b>	<b>109,620</b>	<b>818.1%</b>	<b>(1,157,338)</b>	
<b>Total Revenue</b>	<b>8,508,254</b>	<b>9,150,390</b>	<b>8,813,518</b>	<b>10,560,268</b>	<b>9,614,599</b>	<b>801,081</b>	<b>9.1%</b>	<b>(945,669)</b>	
<b>Transfers</b>									
Capital Replacement	177,272	287,339	250,000	274,357	125,000	(125,000)	-50.0%	(149,357)	Less capital replacement than prior year.
<b>Total Transfers</b>	<b>177,272</b>	<b>287,339</b>	<b>250,000</b>	<b>274,357</b>	<b>125,000</b>	<b>(125,000)</b>	<b>-50.0%</b>	<b>(149,357)</b>	
<b>Total Resources</b>	<b>8,685,526</b>	<b>9,437,729</b>	<b>9,063,518</b>	<b>10,834,625</b>	<b>9,739,599</b>	<b>676,081</b>	<b>7.5%</b>	<b>(1,095,026)</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>General Fund</b>									
<b>Expenditure Summary</b>									
<b>Personnel</b>									
Salaries	3,006,883	3,130,494	3,813,305	3,364,181	4,111,358	298,053	7.8%	747,177	
Overtime	32,145	69,615	31,365	85,591	42,449	11,084	35.3%	(43,142)	
Taxes - Social Security	186,868	190,016	238,369	209,654	254,372	16,003	6.7%	44,718	
Taxes - Medicare	44,399	45,293	55,748	49,639	59,489	3,741	6.7%	9,850	
Taxes SUTA/FUTA	7,456	13,869	12,737	2,095	5,364	(7,373)	-57.9%	3,270	
Workers Compensation	59,176	52,766	70,959	74,812	111,036	40,077	56.5%	36,224	
Retirement	359,027	376,630	454,536	415,126	489,154	34,618	7.6%	74,028	
Health Insurance	421,969	398,983	495,703	511,599	601,073	105,370	21.3%	89,475	
Uniform Allowance	16,800	20,500	26,000	23,000	27,000	1,000	3.8%	4,000	
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	0	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>4,141,924</b>	<b>4,305,366</b>	<b>5,205,922</b>	<b>4,742,896</b>	<b>5,708,495</b>	<b>502,573</b>	<b>9.7%</b>	<b>965,599</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	20,260	20,703	30,375	27,652	30,340	(35)	-0.1%	2,688	
Minor Equipment and Furniture	41,306	36,086	60,870	52,258	49,770	(11,100)	-18.2%	(2,488)	
Fuel	37,947	39,930	42,901	64,701	56,600	13,699	31.9%	(8,101)	
Uniforms	16,804	19,601	25,441	25,458	33,160	7,719	30.3%	7,702	
Miscellaneous	89,188	28,891	200	531	550	350	175.0%	19	
Vehicle Maintenance/Repairs	27,610	20,980	35,510	43,210	30,880	(4,630)	-13.0%	(12,330)	
Equipment Maintenance/Repairs	8,936	12,826	12,300	13,800	14,500	2,200	17.9%	700	
Building Maintenance/Repairs	26,558	28,036	15,300	18,800	17,250	1,950	12.7%	(1,550)	
Landscaping & Greenspace Maintenance	615	3,847	5,000	6,100	5,500	500	10.0%	(600)	
Street Maintenance	473,410	503,531	1,033,000	1,033,000	1,038,000	5,000	0.5%	5,000	
Drainage Work	1,354	3,414	55,000	51,000	50,000	(5,000)	-9.1%	(1,000)	
Committees - Communications	-	-	1,000	500	500	(500)	-50.0%	-	
Committees - Planning & Zoning	124	58	1,000	500	500	(500)	-50.0%	-	
Committee - Board of Adjustments	34	-	1,000	500	500	(500)	-50.0%	-	
Committee - Audit	-	-	1,000	-	500	(500)	-50.0%	500	
Urban Wildlife	886	-	500	500	500	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
Court Security	714	3,402	4,700	4,700	58,724	54,024	1149.4%	54,024	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>745,746</b>	<b>721,305</b>	<b>1,325,097</b>	<b>1,343,210</b>	<b>1,387,774</b>	<b>62,677</b>	<b>4.73%</b>	<b>44,564</b>	
<b>Services</b>									
Professional Services	756,113	998,720	1,174,859	1,228,434	1,277,449	102,590	8.7%	49,015	
Dues/Subscriptions	12,655	11,504	15,280	16,711	16,850	1,570	10.3%	139	
Training/Seminars & Related Travel	36,031	40,313	92,028	71,603	112,551	20,523	22.3%	40,948	
Meetings and Related Travel	2,437	3,014	22,880	17,330	22,823	(57)	-0.2%	5,493	
Elections	1,801	50,956	38,222	-	7,000	(31,222)	-81.7%	7,000	
Investigations	4,968	7,681	13,500	15,599	9,500	(4,000)	-29.6%	(6,099)	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Lease Training	-	800	2,500	-	2,500	-	0.0%	2,500	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	11,182	10,265	45,234	27,234	55,234	10,000	22.1%	28,000	
Employee Appreciation	19,023	12,210	13,215	13,215	14,710	1,495	11.3%	1,495	
Employment Costs	1,375	8,322	3,500	3,500	2,975	(525)	-15.0%	(525)	
Recording/Reporting/History	2,995	6,156	6,000	6,000	10,000	4,000	66.7%	4,000	
<b>Total Services Costs</b>	<b>848,581</b>	<b>1,149,943</b>	<b>1,427,218</b>	<b>1,399,626</b>	<b>1,531,592</b>	<b>104,374</b>	<b>7.31%</b>	<b>131,966</b>	
<b>Shared Services</b>									
Facility Contracts & Services	28,597	62,949	181,055	101,955	86,985	(94,070)	-52.0%	(14,970)	
Tech/Internet/Software Maintenance	146,608	171,558	210,950	196,450	197,440	(13,510)	-6.4%	990	
Postage	4,181	2,870	5,625	4,125	5,625	-	0.0%	1,500	
General Liability Insurance	39,207	41,194	51,418	51,940	56,560	5,142	10.0%	4,620	
Electricity	30,127	36,660	35,000	41,000	40,000	5,000	14.3%	(1,000)	
Phone/Cable/Alarms	31,597	38,655	29,725	29,725	37,057	7,332	24.7%	7,332	
<b>Total Shared Services Costs</b>	<b>280,317</b>	<b>353,885</b>	<b>513,773</b>	<b>425,195</b>	<b>423,667</b>	<b>(90,106)</b>	<b>-17.54%</b>	<b>(1,528)</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	312,344	316,341	389,500	394,595	196,950	(192,550)	-49.4%	(197,645)	
Transfer to Debt Service Fund 06	-	-	-	-	-	-	0.0%	-	
Transfer to SAP Fund 02	599,525	182,000	865,000	1,207,222	3,808,281	2,943,281	340.3%	2,601,059	
Transfer to Equip Repl Fund 31	230,492	290,493	275,185	275,185	354,495	79,310	28.8%	79,310	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>1,142,361</b>	<b>788,834</b>	<b>1,529,685</b>	<b>1,877,002</b>	<b>4,359,726</b>	<b>2,830,041</b>	<b>185.01%</b>	<b>2,482,724</b>	
<b>Total Departmental Budget</b>	<b>7,158,929</b>	<b>7,319,332</b>	<b>10,001,695</b>	<b>9,787,929</b>	<b>13,411,254</b>	<b>3,409,559</b>	<b>34.09%</b>	<b>3,623,325</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Mayor &amp; Council</b>									
<b>Personnel</b>									
Salaries	-	-	-	-	-	-	0.0%	-	
Overtime	-	-	-	-	-	-	0.0%	-	
Taxes - Social Security	-	-	-	-	-	-	0.0%	-	
Taxes - Medicare	-	-	-	-	-	-	0.0%	-	
Taxes SUTA/FUTA	-	-	-	-	-	-	0.0%	-	
Workers Compensation	-	-	-	-	-	-	0.0%	-	
Retirement	-	-	-	-	-	-	0.0%	-	
Health Insurance	-	-	-	-	-	-	0.0%	-	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	-	-	-	-	-	-	0.0%	-	
Minor Equipment and Furniture	-	-	-	-	-	-	0.0%	-	
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	122	228	350	350	350	-	0.0%	-	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Communications	-	-	1,000	500	500	(500)	-50.0%	-	
Committees - Planning & Zoning	124	58	1,000	500	500	(500)	-50.0%	-	
Committee - Board of Adjustments	34	-	1,000	500	500	(500)	-50.0%	-	
Committee - Audit	-	-	1,000	-	500	(500)	-50.0%	500	
Urban Wildlife	886	-	500	500	500	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>1,165</b>	<b>286</b>	<b>4,850</b>	<b>2,350</b>	<b>2,850</b>	<b>(2,000)</b>	<b>-41.2%</b>	<b>500</b>	
<b>Services</b>									
Professional Services	8,100	-	8,100	-	-	(8,100)	-100.0%	-	Remove hog trapping from budget.
Dues/Subscriptions	2,775	2,882	2,800	2,944	2,800	-	0.0%	(144)	
Training/Seminars & Related Travel	3,230	350	7,000	3,500	7,000	-	0.0%	3,500	
Meetings and Related Travel	638	1,079	11,800	9,300	11,800	-	0.0%	2,500	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	7,660	177	250	250	5,250	5,000	2000.0%	5,000	Added Volunteer Appreciation Event.
Employee Appreciation	-	-	-	-	-	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>22,403</b>	<b>4,488</b>	<b>29,950</b>	<b>15,994</b>	<b>26,850</b>	<b>(3,100)</b>	<b>-10.4%</b>	<b>10,856</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>23,568</b>	<b>4,774</b>	<b>34,800</b>	<b>18,344</b>	<b>29,700</b>	<b>(5,100)</b>	<b>-14.7%</b>	<b>11,356</b>	



Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>City Administration</b>									
<b>Personnel</b>									
Salaries	329,659	343,598	462,925	404,109	451,485	(11,440)	-2.5%	47,376	Includes FY COLA and Merit for eligible employees.
Overtime	44	46	142	-	115	(27)	-19.0%	115	
Taxes - Social Security	17,761	17,704	28,710	22,676	27,931	(779)	-2.7%	5,255	
Taxes - Medicare	4,849	4,994	6,714	5,910	6,532	(182)	-2.7%	622	
Taxes SUTA/FUTA	432	702	765	765	306	(459)	-60.0%	(459)	
Workers Compensation	906	796	1,250	703	1,477	227	18.2%	774	
Retirement	39,492	41,111	54,746	48,926	53,712	(1,034)	-1.9%	4,786	
Health Insurance	29,629	31,286	31,577	37,131	39,189	7,612	24.1%	2,058	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	0	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>429,972</b>	<b>447,437</b>	<b>594,029</b>	<b>527,420</b>	<b>587,947</b>	<b>(6,082)</b>	<b>-1.0%</b>	<b>60,527</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	294	113	850	850	650	(200)	-23.5%	(200)	PY had new FTE supplies
Minor Equipment and Furniture	383	-	5,080	830	900	(4,180)	-82.3%	70	
Fuel	63	96	100	100	200	100	100.0%	100	PY had new FTE shirts budgeted
Uniforms	121	79	350	350	250	(100)	-28.6%	(100)	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>861</b>	<b>288</b>	<b>6,380</b>	<b>2,130</b>	<b>2,000</b>	<b>(4,380)</b>	<b>-68.7%</b>	<b>(130)</b>	
<b>Services</b>									
Professional Services	67,033	135,546	75,040	100,040	85,040	10,000	13.3%	(15,000)	Increased legal fees
Dues/Subscriptions	2,270	2,119	2,929	4,073	4,136	1,207	41.2%	63	
Training/Seminars & Related Travel	3,508	3,322	20,870	18,370	22,576	1,706	8.2%	4,206	
Meetings and Related Travel	949	525	6,680	4,680	6,473	(207)	-3.1%	1,793	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	204	-	250	250	250	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>73,964</b>	<b>141,511</b>	<b>105,769</b>	<b>127,413</b>	<b>118,475</b>	<b>12,706</b>	<b>12.0%</b>	<b>(8,938)</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	27,360	-	-	0.0%	(27,360)	PY had new Admin vehicle purchased.
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,360</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>(27,360)</b>	
<b>Total Departmental Budget</b>	<b>504,797</b>	<b>589,236</b>	<b>706,178</b>	<b>684,323</b>	<b>708,422</b>	<b>2,244</b>	<b>0.3%</b>	<b>24,099</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>City Secretary</b>									
<b>Personnel</b>									
Salaries	108,241	120,879	127,221	139,300	152,675	25,454	20.0%	13,375	Includes FY COLA and Merit for eligible employees.
Overtime	-	-	-	-	-	-	0.0%	-	
Taxes - Social Security	6,642	7,074	7,888	8,326	9,306	1,418	18.0%	980	
Taxes - Medicare	1,553	1,654	1,845	1,947	2,176	331	17.9%	229	
Taxes SUTA/FUTA	288	504	450	18	180	(270)	-60.0%	162	
Workers Compensation	287	285	343	369	492	149	43.4%	123	
Retirement	12,667	14,111	15,041	16,664	17,895	2,854	19.0%	1,231	
Health Insurance	15,874	16,404	16,452	20,333	20,005	3,553	21.6%	(328)	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>145,553</b>	<b>160,911</b>	<b>169,240</b>	<b>186,957</b>	<b>202,729</b>	<b>33,489</b>	<b>19.8%</b>	<b>15,772</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	1,660	1,206	1,000	1,000	1,300	300	30.0%	300	Potential new Council Member and Notary supplies Cell phone for Deputy City Secretary
Minor Equipment and Furniture	224	91	200	200	280	80	40.0%	80	
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	101	98	100	100	100	-	0.0%	-	
Miscellaneous	323	315	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>2,308</b>	<b>1,709</b>	<b>1,300</b>	<b>1,300</b>	<b>1,680</b>	<b>380</b>	<b>29.2%</b>	<b>380</b>	
<b>Services</b>									
Professional Services	2,174	230	4,789	4,789	24,889	20,100	419.7%	20,100	RCI and Municode services operational
Dues/Subscriptions	580	395	563	713	762	199	35.3%	49	
Training/Seminars & Related Travel	3,107	3,241	5,700	5,700	6,180	480	8.4%	480	
Meetings and Related Travel	77	118	1,200	450	1,500	300	25.0%	1,050	
Elections	1,801	50,956	38,222	-	7,000	(31,222)	-81.7%	7,000	Regular May election budgeted.
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	29	30	100	100	100	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	2,995	6,156	6,000	6,000	10,000	4,000	66.7%	4,000	Boerne Star statutory postings in addition to Hill Country weekly postings
<b>Total Services Costs</b>	<b>10,763</b>	<b>61,128</b>	<b>56,574</b>	<b>17,752</b>	<b>50,431</b>	<b>(6,143)</b>	<b>-10.9%</b>	<b>32,679</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>158,624</b>	<b>223,747</b>	<b>227,114</b>	<b>206,009</b>	<b>254,840</b>	<b>27,726</b>	<b>12.2%</b>	<b>48,831</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Human Resources and Communications</b>									
<b>Personnel</b>									
Salaries	106,174	142,919	121,887	94,507	120,486	(1,401)	-1.1%	25,979	Includes FY COLA and Merit for eligible employees.
Overtime	-	-	-	-	-	-	0.0%	-	
Taxes - Social Security	6,589	8,639	7,557	5,755	7,390	(167)	-2.2%	1,635	
Taxes - Medicare	1,541	2,020	1,767	1,346	1,728	(39)	-2.2%	382	
Taxes SUTA/FUTA	288	504	338	14	135	(203)	-60.1%	122	
Workers Compensation	300	295	329	277	391	62	18.8%	114	
Retirement	12,415	16,800	14,410	11,290	14,211	(199)	-1.4%	2,921	
Health Insurance	11,722	6,471	7,804	8,411	10,221	2,417	31.0%	1,810	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>139,030</b>	<b>177,649</b>	<b>154,092</b>	<b>121,599</b>	<b>154,562</b>	<b>470</b>	<b>0.3%</b>	<b>32,963</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	1,803	1,651	3,500	3,927	1,600	(1,900)	-54.3%	(2,327)	PY had new FTE start-up costs
Minor Equipment and Furniture	409	673	7,130	4,717	1,600	(5,530)	-77.6%	(3,117)	PY had new FTE start-up costs
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	114	299	200	250	150	(50)	-25.0%	(100)	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>2,326</b>	<b>2,624</b>	<b>10,830</b>	<b>8,894</b>	<b>3,350</b>	<b>(7,480)</b>	<b>-69.1%</b>	<b>(5,544)</b>	
<b>Services</b>									
Professional Services	-	-	-	2,795	495	495	0.0%	(2,300)	San Antonio area wage survey
Dues/Subscriptions	1,808	1,479	1,616	1,616	2,010	394	24.4%	394	Added electronic subscription to Boerne Star
Training/Seminars & Related Travel	4,025	5,985	14,399	6,604	16,275	1,876	13.0%	9,671	Additional trainings-HR/Comm Specialist is certified
Meetings and Related Travel	538	1,057	800	800	950	150	18.8%	150	Increased for Communications Manager.
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	2,251	4,784	38,450	20,450	43,450	5,000	13.0%	23,000	Increasing cost for fireworks event
Employee Appreciation	16,705	9,579	10,015	10,015	11,410	1,395	13.9%	1,395	Added recognition weeks and amount per EE recognition
Employment Costs	1,375	8,322	3,500	3,500	2,975	(525)	-15.0%	(525)	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>26,701</b>	<b>31,205</b>	<b>68,780</b>	<b>45,780</b>	<b>77,565</b>	<b>8,785</b>	<b>12.8%</b>	<b>31,785</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	12,777	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>12,777</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>168,057</b>	<b>224,256</b>	<b>233,702</b>	<b>176,272</b>	<b>235,477</b>	<b>1,775</b>	<b>0.8%</b>	<b>59,205</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Finance</b>									
<b>Personnel</b>									
Salaries	213,210	195,616	207,311	153,178	218,098	10,787	5.2%	64,920	Includes FY COLA and Merit for eligible employees.
Overtime	38	83	265	79	157	(108)	-40.8%	78	
Taxes - Social Security	13,162	11,492	12,870	9,139	13,468	598	4.6%	4,329	
Taxes - Medicare	3,078	2,688	3,010	2,137	3,150	140	4.7%	1,013	
Taxes SUTA/FUTA	394	798	563	23	225	(338)	-60.0%	202	
Workers Compensation	587	457	560	461	712	152	27.1%	251	
Retirement	24,951	22,728	24,541	18,636	25,898	1,357	5.5%	7,262	
Health Insurance	19,780	25,845	26,449	30,445	34,598	8,149	30.8%	4,153	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>275,200</b>	<b>259,706</b>	<b>275,569</b>	<b>214,099</b>	<b>296,306</b>	<b>20,737</b>	<b>7.5%</b>	<b>82,207</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	1,175	785	1,325	1,325	1,325	-	0.0%	-	Removed one time furniture purchase from prior year.
Minor Equipment and Furniture	335	56	1,500	500	500	(1,000)	-66.7%	-	
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	-	230	250	250	250	-	0.0%	-	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>1,510</b>	<b>1,070</b>	<b>3,075</b>	<b>2,075</b>	<b>2,075</b>	<b>(1,000)</b>	<b>-32.5%</b>	<b>-</b>	
<b>Services</b>									
Professional Services	54,748	57,923	97,179	97,179	71,120	(26,059)	-26.8%	(26,059)	Moved Internal Control Audit to FY2024.
Dues/Subscriptions	1,298	401	1,160	1,525	475	(685)	-59.1%	(1,050)	Moved GFOA award fees up to Prof Fees
Training/Seminars & Related Travel	4,689	3,402	4,800	2,800	5,600	800	16.7%	2,800	Biannual PFIA training will need to be completed.
Meetings and Related Travel	74	83	400	400	400	-	0.0%	-	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	296	266	250	250	250	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>61,105</b>	<b>62,075</b>	<b>103,789</b>	<b>102,154</b>	<b>77,845</b>	<b>(25,944)</b>	<b>-25.0%</b>	<b>(24,309)</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>337,815</b>	<b>322,852</b>	<b>382,433</b>	<b>318,328</b>	<b>376,226</b>	<b>(6,207)</b>	<b>-1.6%</b>	<b>57,898</b>	



Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Information Technology</b>									
<b>Personnel</b>									
Salaries	-	65,250	81,015	80,238	85,537	4,522	5.6%	5,299	Includes FY COLA and Merit for eligible employees.
Overtime	-	-	-	-	-	-	0.0%	-	
Taxes - Social Security	-	3,811	5,023	4,750	5,276	253	5.0%	526	
Taxes - Medicare	-	891	1,175	1,111	1,234	59	5.0%	123	
Taxes SUTA/FUTA	-	382	225	9	90	(135)	-60.0%	81	
Workers Compensation	-	173	219	184	279	60	27.4%	95	
Retirement	-	7,520	9,578	9,600	10,145	567	5.9%	545	
Health Insurance	-	7,826	9,795	12,911	12,369	2,574	26.3%	(542)	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>-</b>	<b>85,853</b>	<b>107,030</b>	<b>108,802</b>	<b>114,930</b>	<b>7,900</b>	<b>7.4%</b>	<b>6,128</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	-	61	200	200	200	-	0.0%	-	Removed one time furniture purchases.
Minor Equipment and Furniture	-	223	4,250	750	200	(4,050)	-95.3%	(550)	
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	-	-	100	100	100	-	0.0%	-	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>-</b>	<b>283</b>	<b>4,550</b>	<b>1,050</b>	<b>500</b>	<b>(4,050)</b>	<b>-89.0%</b>	<b>(550)</b>	
<b>Services</b>									
Professional Services	-	715	3,000	3,000	2,000	(1,000)	-33.3%	(1,000)	Decreased Microsoft Support budget
Dues/Subscriptions	-	-	175	175	175	-	0.0%	-	
Training/Seminars & Related Travel	-	2,972	4,650	3,900	4,500	(150)	-3.2%	600	
Meetings and Related Travel	-	27	100	100	100	-	0.0%	-	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	-	128	100	100	100	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>-</b>	<b>3,842</b>	<b>8,025</b>	<b>7,275</b>	<b>6,875</b>	<b>(1,150)</b>	<b>-14.3%</b>	<b>(400)</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	24,335	29,586	27,586	17,461	(12,125)	-41.0%	(10,125)	Renegotiated copier lease for better rates.
Tech/Internet/Software Maintenance	-	171,558	210,950	196,450	197,440	(13,510)	-6.4%	990	PY included purchase of new ticketing system.
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	38,655	29,725	29,725	37,057	7,332	24.7%	7,332	Included increase in cell phone costs from PY actuals
<b>Total Shared Services Costs</b>	<b>-</b>	<b>234,548</b>	<b>270,261</b>	<b>253,761</b>	<b>251,958</b>	<b>(18,303)</b>	<b>-6.8%</b>	<b>(1,803)</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	47,500	41,066	15,000	(32,500)	-68.4%	(26,066)	Replacing fewer workstations than prior year.
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>47,500</b>	<b>41,066</b>	<b>15,000</b>	<b>(32,500)</b>	<b>-68.4%</b>	<b>(26,066)</b>	
<b>Total Departmental Budget</b>	<b>-</b>	<b>324,526</b>	<b>437,366</b>	<b>411,954</b>	<b>389,263</b>	<b>(48,103)</b>	<b>-11.0%</b>	<b>(22,691)</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES	
<b>Municipal Court</b>										
<b>Personnel</b>										
Salaries	100,784	106,810	117,045	86,699	101,000	(16,045)	-13.7%	14,301	Includes FY COLA and Merit for eligible employees.	
Overtime	-	-	510	2,177	320	(190)	-37.3%	(1,857)		
Taxes - Social Security	6,319	6,457	7,288	5,335	6,214	(1,074)	-14.7%	879		
Taxes - Medicare	1,478	1,510	1,705	1,248	1,453	(252)	-14.8%	205		
Taxes SUTA/FUTA	288	505	450	18	180	(270)	-60.0%	162		
Workers Compensation	258	250	316	369	328	12	3.8%	(41)		
Retirement	11,846	12,427	13,898	10,686	11,950	(1,948)	-14.0%	1,264		
Health Insurance	13,691	13,178	13,924	20,108	24,190	10,266	73.7%	4,082		
Uniform Allowance	-	-	-	-	-	-	0.0%	-		
Car Allowance	-	-	-	-	-	-	0.0%	-		
Relocation Allowance	-	-	-	-	-	-	0.0%	-		
<b>Total Personnel Costs</b>	<b>134,664</b>	<b>141,139</b>	<b>155,136</b>	<b>126,639</b>	<b>145,635</b>	<b>(9,501)</b>	<b>-6.1%</b>	<b>18,996</b>		
<b>Supplies, Maintenance &amp; Operations</b>										
Supplies and Consumables	1,518	1,671	1,700	1,700	1,700	-	0.0%	-	Budgeted for 2 adjustable wall mounts for monitors.	
Minor Equipment and Furniture	1,003	85	200	200	1,400	1,200	600.0%	1,200		
Fuel	-	-	-	-	-	-	0.0%	-		
Uniforms	83	-	100	217	150	50	50.0%	(67)		Added standard allowance for Judge.
Miscellaneous	-	-	-	-	-	-	0.0%	-		
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-		
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-		
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-		
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-		
Street Maintenance	-	-	-	-	-	-	0.0%	-		
Drainage Work	-	-	-	-	-	-	0.0%	-		
Committees - Other	-	-	-	-	-	-	0.0%	-		
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-		
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-		
Urban Wildlife	-	-	-	-	-	-	0.0%	-		
Donations & Grants	-	-	-	-	-	-	0.0%	-		
Court Technology	-	-	-	-	-	-	0.0%	-		
Court Security	714	3,402	4,700	4,700	58,724	54,024	1149.4%	54,024	Budgeted all available restricted funds	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>3,318</b>	<b>5,158</b>	<b>6,700</b>	<b>6,817</b>	<b>61,974</b>	<b>55,274</b>	<b>825.0%</b>	<b>55,157</b>		
<b>Services</b>										
Professional Services	45,113	45,926	82,230	70,230	74,230	(8,000)	-9.7%	4,000	Based on estimated hours for Prosecutor.	
Dues/Subscriptions	110	110	800	300	800	-	0.0%	500		
Training/Seminars & Related Travel	591	500	3,050	3,050	3,550	500	16.4%	500	Added Incode trainings for Clerk	
Meetings and Related Travel	-	22	500	500	500	-	0.0%	-		
Elections	-	-	-	-	-	-	0.0%	-		
Investigations	-	-	-	-	-	-	0.0%	-		
Lease Training	-	-	-	-	-	-	0.0%	-		

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	55	100	100	100	100	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>45,869</b>	<b>46,659</b>	<b>86,680</b>	<b>74,180</b>	<b>79,180</b>	<b>(7,500)</b>	<b>-8.7%</b>	<b>5,000</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>183,851</b>	<b>192,955</b>	<b>248,516</b>	<b>207,637</b>	<b>286,789</b>	<b>38,273</b>	<b>15.4%</b>	<b>79,152</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Public Safety and Emergency Services</b>									
<b>Personnel</b>									
Salaries	1,502,983	1,499,188	1,829,045	1,669,871	2,037,662	208,617	11.4%	367,791	Includes FY COLA and Merit for eligible employees & SROs
Overtime	30,191	52,726	27,181	70,666	36,411	9,230	34.0%	(34,255)	Increased budget for OT
Taxes - Social Security	96,543	94,674	115,086	107,750	126,141	11,055	9.6%	18,391	
Taxes - Medicare	22,579	22,142	26,915	25,200	29,501	2,586	9.6%	4,301	
Taxes SUTA/FUTA	3,786	6,611	6,300	750	2,700	(3,600)	-57.1%	1,950	
Workers Compensation	40,683	37,176	44,594	54,276	82,085	37,491	84.1%	27,809	
Retirement	181,820	183,376	219,452	209,624	242,568	23,116	10.5%	32,944	
Health Insurance	215,402	192,531	243,713	253,243	297,624	53,911	22.1%	44,381	
Uniform Allowance	16,800	20,500	26,000	23,000	27,000	1,000	3.8%	4,000	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>2,110,787</b>	<b>2,108,923</b>	<b>2,538,286</b>	<b>2,414,379</b>	<b>2,881,692</b>	<b>343,406</b>	<b>13.5%</b>	<b>467,313</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	3,424	3,214	5,000	5,000	4,000	(1,000)	-20.0%	(1,000)	Removed one time purchase from prior year.
Minor Equipment and Furniture	29,074	27,453	25,510	29,111	26,100	590	2.3%	(3,011)	Misc minor equip (AED's for patrol vehicles, safe, etc)
Fuel	27,610	27,936	30,000	47,500	40,000	10,000	33.3%	(7,500)	Increased for inflation and miles travelled.
Uniforms	8,726	13,630	13,870	13,870	22,120	8,250	59.5%	8,250	New uniform badges, replacement body armor (\$3.5k is grant revenue from BVP)
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	22,145	12,545	27,510	27,510	20,880	(6,630)	-24.1%	(6,630)	Reduced costs for minor maintenance performed in house.
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>90,979</b>	<b>84,778</b>	<b>101,890</b>	<b>122,991</b>	<b>113,100</b>	<b>11,210</b>	<b>11.0%</b>	<b>(9,891)</b>	
<b>Services</b>									
Professional Services	559,475	523,542	683,321	683,321	724,975	41,654	6.1%	41,654	15% increase in ESD
Dues/Subscriptions	3,002	3,096	3,950	3,950	3,435	(515)	-13.0%	(515)	Removed Adobe Photo editing
Training/Seminars & Related Travel	9,888	15,256	14,000	16,500	24,000	10,000	71.4%	7,500	Added Women's Conf and add'l in-service trainings
Meetings and Related Travel	128	-	500	500	500	-	0.0%	-	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	4,968	7,681	13,500	15,599	9,500	(4,000)	-29.6%	(6,099)	Decrease in evidence processing anticipated

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Lease Training	-	800	2,500	-	2,500	-	0.0%	2,500	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	1,271	5,303	6,534	6,534	6,534	-	0.0%	-	
Employee Appreciation	1,078	1,194	1,400	1,400	1,500	100	7.1%	100	Added standard allowance for 2 SRO Officers.
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>579,811</b>	<b>556,872</b>	<b>725,705</b>	<b>727,804</b>	<b>772,944</b>	<b>47,239</b>	<b>6.5%</b>	<b>45,140</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	36,742	295,385	177,000	172,148	149,950	(27,050)	-15.3%	(22,198)	Purchasing less capital than prior year.
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>36,742</b>	<b>295,385</b>	<b>177,000</b>	<b>172,148</b>	<b>149,950</b>	<b>(27,050)</b>	<b>-15.3%</b>	<b>(22,198)</b>	
<b>Total Departmental Budget</b>	<b>2,818,319</b>	<b>3,045,958</b>	<b>3,542,881</b>	<b>3,437,322</b>	<b>3,917,686</b>	<b>374,805</b>	<b>10.6%</b>	<b>480,364</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES	
<b>Maintenance</b>										
<b>Personnel</b>										
Salaries	275,137	271,146	398,731	300,274	436,232	37,501	9.4%	135,958	Includes FY COLA and Merit for eligible employees & Mechanic	
Overtime	1,687	16,587	1,692	12,601	4,951	3,259	192.6%	(7,650)		
Taxes - Social Security	16,602	16,928	24,826	18,969	27,258	2,432	9.8%	8,289		
Taxes - Medicare	3,883	3,959	5,806	4,436	6,375	569	9.8%	1,939		
Taxes SUTA/FUTA	1,039	2,117	2,138	388	900	(1,238)	-57.9%	512		
Workers Compensation	13,830	11,215	18,280	14,295	22,727	4,447	24.3%	8,432		
Retirement	32,419	33,642	47,340	37,418	52,416	5,076	10.7%	14,998		
Health Insurance	64,812	55,998	87,546	69,834	99,420	11,874	13.6%	29,586		
Uniform Allowance	-	-	-	-	-	-	0.0%	-		
Car Allowance	-	-	-	-	-	-	0.0%	-		
Relocation Allowance	-	-	-	-	-	-	0.0%	-		
<b>Total Personnel Costs</b>	<b>409,409</b>	<b>411,591</b>	<b>586,359</b>	<b>458,215</b>	<b>650,279</b>	<b>63,920</b>	<b>10.9%</b>	<b>192,064</b>		
<b>Supplies, Maintenance &amp; Operations</b>										
Supplies and Consumables	4,160	4,707	5,100	5,400	4,830	(270)	-5.3%	(570)	Increased based on prior year costs of repairs.	
Minor Equipment and Furniture	7,940	6,091	11,000	13,000	15,450	4,450	40.5%	2,450		Added floor scrubber and Mechanic supplies.
Fuel	8,418	9,270	10,200	12,200	11,500	1,300	12.7%	(700)		Increase due to inflation.
Uniforms	6,161	3,980	8,091	8,091	7,760	(331)	-4.1%	(331)		
Miscellaneous	-	-	200	-	-	(200)	-100.0%	-		Moved Hazard Clean-up budget to Professional Fees
Vehicle Maintenance/Repairs	5,465	8,434	8,000	15,700	10,000	2,000	25.0%	(5,700)		
Equipment Maintenance/Repairs	8,936	12,826	12,300	13,800	14,500	2,200	17.9%	700		Includes purchasing shop cooler fan
Building Maintenance/Repairs	26,558	28,036	15,300	18,800	17,250	1,950	12.7%	(1,550)		Added shop lights, inflation costs of supplies
Landscaping & Greenspace Maintenance	615	3,847	5,000	6,100	5,500	500	10.0%	(600)		Increased slightly for Peace Tree maintenance
Street Maintenance	41,007	40,750	33,000	33,000	38,000	5,000	15.2%	5,000		Increase due to inflation costs for supplies
Drainage	1,354	3,414	55,000	51,000	50,000	(5,000)	-9.1%	(1,000)	Decreased in-house drainage costs.	
Committees - Other	-	-	-	-	-	-	0.0%	-		
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-		
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-		
Urban Wildlife	-	-	-	-	-	-	0.0%	-		
Donations & Grants	-	-	-	-	-	-	0.0%	-		
Court Technology	-	-	-	-	-	-	0.0%	-		
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>110,613</b>	<b>121,355</b>	<b>163,191</b>	<b>177,091</b>	<b>174,790</b>	<b>11,599</b>	<b>7.1%</b>	<b>(2,301)</b>		
<b>Services</b>										
Professional Services	-	-	200	-	30,200	30,000	15000.0%	30,200	Added PD Bldg HVAC Engineering Study/Repairs	
Dues/Subscriptions	106	338	432	432	932	500	115.7%	500	Added APWA membership	
Training/Seminars & Related Travel	782	1,036	7,340	7,340	8,540	1,200	16.3%	1,200	Added Tymco and team building training	
Meetings and Related Travel	5	60	100	100	100	-	0.0%	-		
Elections	-	-	-	-	-	-	0.0%	-		
Investigations	-	-	-	-	-	-	0.0%	-		
Lease Training	-	-	-	-	-	-	0.0%	-		

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	479	449	500	500	500	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>1,373</b>	<b>1,883</b>	<b>8,572</b>	<b>8,372</b>	<b>40,272</b>	<b>31,700</b>	<b>369.8%</b>	<b>31,900</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	275,602	8,179	165,000	154,021	32,000	(133,000)	-80.6%	(122,021)	Purchasing less capital than prior year.
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>275,602</b>	<b>8,179</b>	<b>165,000</b>	<b>154,021</b>	<b>32,000</b>	<b>(133,000)</b>	<b>-80.6%</b>	<b>(122,021)</b>	
<b>Total Departmental Budget</b>	<b>796,998</b>	<b>543,008</b>	<b>923,122</b>	<b>797,699</b>	<b>897,341</b>	<b>(25,781)</b>	<b>-2.8%</b>	<b>99,642</b>	



Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Building Codes and Permits</b>									
<b>Personnel</b>									
Salaries	173,438	180,259	187,933	191,989	207,208	19,275	10.3%	15,220	Includes FY COLA and Merit for eligible employees.
Overtime	-	-	201	-	263	62	30.8%	263	
Taxes - Social Security	10,808	10,893	11,664	11,931	12,774	1,110	9.5%	843	
Taxes - Medicare	2,528	2,547	2,728	2,790	2,987	259	9.5%	197	
Taxes SUTA/FUTA	432	756	675	27	270	(405)	-60.0%	243	
Workers Compensation	887	846	1,007	941	1,265	258	25.6%	324	
Retirement	20,316	20,976	22,242	23,059	24,564	2,322	10.4%	1,505	
Health Insurance	24,614	23,148	24,413	28,853	28,360	3,947	16.2%	(493)	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>233,023</b>	<b>239,426</b>	<b>250,863</b>	<b>259,589</b>	<b>277,691</b>	<b>26,828</b>	<b>10.7%</b>	<b>18,102</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	410	434	800	800	875	75	9.4%	75	Increased cost of routine supplies.
Minor Equipment and Furniture	1,437	241	4,600	2,050	1,250	(3,350)	-72.8%	(800)	Removed one time purchases from PY
Fuel	1,122	1,677	1,300	2,100	2,600	1,300	100.0%	500	Increase due to increase in fuel costs and fieldwork
Uniforms	300	265	530	380	530	-	0.0%	150	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>3,269</b>	<b>2,618</b>	<b>7,230</b>	<b>5,330</b>	<b>5,255</b>	<b>(1,975)</b>	<b>-27.3%</b>	<b>(75)</b>	
<b>Services</b>									
Professional Services	9,380	9,380	11,000	17,080	44,500	33,500	304.5%	27,420	Added On-Call Inspector and dilapidated bldg remediation
Dues/Subscriptions	265	365	300	300	275	(25)	-8.3%	(25)	
Training/Seminars & Related Travel	1,186	1,735	3,575	1,895	2,050	(1,525)	-42.7%	155	Removed BPI Regional Conference
Meetings and Related Travel	-	-	400	100	100	(300)	-75.0%	-	Removed Contractors Breakfasts.
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Employee Appreciation	86	141	150	150	150	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>10,917</b>	<b>11,621</b>	<b>15,425</b>	<b>19,525</b>	<b>47,075</b>	<b>31,650</b>	<b>205.2%</b>	<b>27,550</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Intergov Fund 06	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>247,208</b>	<b>253,664</b>	<b>273,518</b>	<b>284,444</b>	<b>330,021</b>	<b>56,503</b>	<b>20.7%</b>	<b>45,577</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Engineering and Planning</b>									
<b>Personnel</b>									
Salaries	197,258	204,828	280,192	244,017	300,975	20,783	7.4%	56,958	Includes FY COLA and Merit for eligible employees.
Overtime	185	174	1,374	68	232	(1,142)	-83.1%	164	
Taxes - Social Security	12,441	12,346	17,457	15,024	18,614	1,157	6.6%	3,590	
Taxes - Medicare	2,910	2,888	4,083	3,514	4,353	270	6.6%	839	
Taxes SUTA/FUTA	508	989	833	83	378	(455)	-54.6%	295	
Workers Compensation	1,438	1,274	4,061	2,937	1,280	(2,781)	-68.5%	(1,657)	
Retirement	23,101	23,937	33,288	29,222	35,795	2,507	7.5%	6,573	
Health Insurance	26,445	26,296	34,030	30,331	35,097	1,067	3.1%	4,766	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>264,285</b>	<b>272,732</b>	<b>375,318</b>	<b>325,197</b>	<b>396,724</b>	<b>21,406</b>	<b>5.7%</b>	<b>71,527</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	2,332	2,714	7,300	3,850	10,260	2,960	40.5%	6,410	MS4 educational material, community outreach materials, pet waste stations
Minor Equipment and Furniture	502	1,174	1,400	900	2,090	690	49.3%	1,190	Purchasing vinyl cutter.
Fuel	734	951	1,301	2,801	2,300	999	76.8%	(501)	Increase due to increase in fuel costs and fieldwork
Uniforms	1,078	792	1,500	1,500	1,400	(100)	-6.7%	(100)	
Miscellaneous	-	-	-	-	-	-	0.0%	-	
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	432,403	462,781	1,000,000	1,000,000	1,000,000	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>437,049</b>	<b>468,412</b>	<b>1,011,501</b>	<b>1,009,051</b>	<b>1,016,050</b>	<b>4,549</b>	<b>0.4%</b>	<b>6,999</b>	
<b>Services</b>									
Professional Services	10,090	225,457	210,000	250,000	220,000	10,000	4.8%	(30,000)	Added scope for City Planning Consultant.
Dues/Subscriptions	442	320	555	683	1,050	495	89.2%	368	WEF dues added
Training/Seminars & Related Travel	5,025	2,514	6,644	1,944	12,280	5,636	84.8%	10,336	Region Stormwater conf, ESRI classes for GIS, TML, Team Building
Meetings and Related Travel	28	44	400	400	400	-	0.0%	-	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	91	323	350	350	350	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>15,676</b>	<b>228,658</b>	<b>217,949</b>	<b>253,377</b>	<b>234,080</b>	<b>16,131</b>	<b>7.4%</b>	<b>(19,297)</b>	
<b>Shared Services</b>									
Facility Contracts & Services	-	-	-	-	-	-	0.0%	-	
Tech/Internet/Software Maintenance	-	-	-	-	-	-	0.0%	-	
Postage	-	-	-	-	-	-	0.0%	-	
General Liability Insurance	-	-	-	-	-	-	0.0%	-	
Electricity	-	-	-	-	-	-	0.0%	-	
Phone/Cable/Alarms	-	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Cap Improv Fund 02	-	-	-	-	-	-	0.0%	-	
Transfer to GF Veh/Equip F 31	-	-	-	-	-	-	0.0%	-	
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>717,010</b>	<b>969,803</b>	<b>1,604,768</b>	<b>1,587,624</b>	<b>1,646,854</b>	<b>42,086</b>	<b>2.6%</b>	<b>59,230</b>	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
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**Non-Departmental and Shared**

<b>Personnel</b>									
Salaries	-	-	-	-	-	-	0.0%	-	
Overtime	-	-	-	-	-	-	0.0%	-	
Taxes - Social Security	-	-	-	-	-	-	0.0%	-	
Taxes - Medicare	-	-	-	-	-	-	0.0%	-	
Taxes SUTA/FUTA	-	-	-	-	-	-	0.0%	-	
Workers Compensation	-	-	-	-	-	-	0.0%	-	
Retirement	-	-	-	-	-	-	0.0%	-	
Health Insurance	-	-	-	-	-	-	0.0%	-	
Uniform Allowance	-	-	-	-	-	-	0.0%	-	
Car Allowance	-	-	-	-	-	-	0.0%	-	
Relocation Allowance	-	-	-	-	-	-	0.0%	-	
<b>Total Personnel Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Supplies, Maintenance &amp; Operations</b>									
Supplies and Consumables	3,483	4,147	3,600	3,600	3,600	-	0.0%	-	
Minor Equipment and Furniture	-	-	-	-	-	-	0.0%	-	
Fuel	-	-	-	-	-	-	0.0%	-	
Uniforms	-	-	-	-	-	-	0.0%	-	
Miscellaneous	88,865	28,576	-	531	550	550	0.0%	19	Budgeting for emergency event supplies.
Vehicle Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Equipment Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Building Maintenance/Repairs	-	-	-	-	-	-	0.0%	-	
Landscaping & Greenspace Maintenance	-	-	-	-	-	-	0.0%	-	
Street Maintenance	-	-	-	-	-	-	0.0%	-	
Drainage Work	-	-	-	-	-	-	0.0%	-	
Committees - Other	-	-	-	-	-	-	0.0%	-	
Committees - Planning & Zoning	-	-	-	-	-	-	0.0%	-	
Committee - Board of Adjustments	-	-	-	-	-	-	0.0%	-	
Urban Wildlife	-	-	-	-	-	-	0.0%	-	
Donations & Grants	-	-	-	-	-	-	0.0%	-	
Court Technology	-	-	-	-	-	-	0.0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>92,348</b>	<b>32,723</b>	<b>3,600</b>	<b>4,131</b>	<b>4,150</b>	<b>550</b>	<b>15.3%</b>	<b>19</b>	
<b>Services</b>									
Professional Services	-	-	-	-	-	-	0.0%	-	
Dues/Subscriptions	-	-	-	-	-	-	0.0%	-	
Training/Seminars & Related Travel	-	-	-	-	-	-	0.0%	-	
Meetings and Related Travel	-	-	-	-	-	-	0.0%	-	
Elections	-	-	-	-	-	-	0.0%	-	
Investigations	-	-	-	-	-	-	0.0%	-	
Lease Training	-	-	-	-	-	-	0.0%	-	
Asset Forfeiture	-	-	-	-	-	-	0.0%	-	

Expenditure Type	2019-20 Actual	2020-21 Actual	2021-22 Adopted Budget	2021-22 Projected	2022-23 DRAFT	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Public Relations	-	-	-	-	-	-	0.0%	-	
Employee Appreciation	-	-	-	-	-	-	0.0%	-	
Employment Costs	-	-	-	-	-	-	0.0%	-	
Recording/Reporting/History	-	-	-	-	-	-	0.0%	-	
<b>Total Services Costs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	
<b>Shared Services</b>									
Facility Contracts & Services	28,597	38,614	151,469	74,369	69,524	(81,945)	-54.1%	(4,845)	Decreased for removal of portable building.
Tech/Internet/Software Maintenance	146,608	-	-	-	-	-	0.0%	-	
Postage	4,181	2,870	5,625	4,125	5,625	-	0.0%	1,500	
General Liability Insurance	39,207	41,194	51,418	51,940	56,560	5,142	10.0%	4,620	Budgeted 10% increase based on rerate information
Electricity	30,127	36,660	35,000	41,000	40,000	5,000	14.3%	(1,000)	Increase due to usage and increased rates.
Phone/Cable/Alarms	31,597	-	-	-	-	-	0.0%	-	
<b>Total Shared Services Costs</b>	<b>280,317</b>	<b>119,337</b>	<b>243,512</b>	<b>171,434</b>	<b>171,709</b>	<b>(71,803)</b>	<b>-29.5%</b>	<b>275</b>	
<b>Capital Outlay &amp; Transfers</b>									
Land/Land Improvement	-	-	-	-	-	-	0.0%	-	
Building/Building Improvement	-	-	-	-	-	-	0.0%	-	
Infrastructure	-	-	-	-	-	-	0.0%	-	
Furniture, Fixtures, Equipment & Vehicles	-	-	-	-	-	-	0.0%	-	
Transfer to Debt Service Fund 06	-	-	-	-	-	-	0.0%	-	
Transfer to SAP Fund 02	599,525	182,000	865,000	1,207,222	3,808,281	2,943,281	340.3%	2,601,059	Includes funds for Drainage and Roadway CIP's
Transfer to Equip Repl Fund 31	230,492	290,493	275,185	275,185	354,495	79,310	28.8%	79,310	Includes a catch-up for increased costs of replacement.
<b>Total Capital Outlay &amp; Transfers Costs</b>	<b>830,017</b>	<b>472,493</b>	<b>1,140,185</b>	<b>1,482,407</b>	<b>4,162,776</b>	<b>3,022,591</b>	<b>265.1%</b>	<b>2,680,369</b>	
<b>Total Departmental Budget</b>	<b>1,202,682</b>	<b>624,554</b>	<b>1,387,297</b>	<b>1,657,972</b>	<b>4,338,635</b>	<b>2,951,338</b>	<b>212.7%</b>	<b>2,680,663</b>	

Vehicle and Equipment Replacement Fund								
	Actual 2019-20	Actual 2020-21	Adopted Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v PY Projected	Notes
Beginning Fund Balance	816,395	869,615	872,769	872,769	873,597			
<u>Revenues:</u>								
Transfer from General Fund	230,492	290,493	275,185	275,185	354,495	79,310	79,310	Saving for new equipment purchased prior year
<b>Total Revenue</b>	<b>230,492</b>	<b>290,493</b>	<b>275,185</b>	<b>275,185</b>	<b>354,495</b>	<b>79,310</b>	<b>79,310</b>	
<u>Transfers</u>								
Transfer to General Fund for Purchases	177,272	287,339	250,000	274,357	125,000	(125,000)	(149,357)	Replacing less capital than prior year.
<b>Total Expenditures</b>	<b>177,272</b>	<b>287,339</b>	<b>250,000</b>	<b>274,357</b>	<b>125,000</b>	<b>(125,000)</b>	<b>(149,357)</b>	
<b>Revenue Over / (Under) Expenditures</b>	<b>53,220</b>	<b>3,154</b>	<b>25,185</b>	<b>828</b>	<b>229,495</b>	<b>204,310</b>	<b>228,667</b>	
Beginning Fund Balance	869,615	872,769	897,954	873,597	1,103,092			

Scheduled Replacements:	
Public Safety Patrol Vehicle	36,000
Patrol Vehicle Outfitting	23,000
Public Safety Patrol Vehicle	36,000
Patrol Vehicle Outfitting	23,000
Public Works Mower Trailer	7,000
	<u>125,000</u>

Street Bond Debt Service									
	Actual 2019-20	Actual 2020-21	Adopted Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	Notes
Beginning Fund Balance	18,640	32,311	44,337	44,337	52,023				
<u>Revenues:</u>									
General Property-I & S	556,779	557,682	542,671	544,671	545,768	3,097	0.6%	1,097	Increased based on preliminary values
Delinquent Property	5,067	2,932	3,000	8,100	5,000	2,000	66.7%	(3,100)	
Penalty & Interest	2,759	2,428	1,500	4,000	2,500	1,000	66.7%	(1,500)	
Interest Income on Investments	1,005	59	1,000	500	1,000	-	0.0%	500	Interest rates are beginning to increase
<b>Total Revenue</b>	<b>565,611</b>	<b>563,101</b>	<b>548,171</b>	<b>557,271</b>	<b>554,268</b>	<b>6,097</b>	<b>1.1%</b>	<b>(3,003)</b>	
<u>Expenditures:</u>									
Bond Principal	440,000	445,000	450,000	450,000	460,000	10,000	2.2%	10,000	Based on payment schedule
Bond Interest Payable	111,540	105,675	99,185	99,185	92,130	(7,055)	-7.1%	(7,055)	Based on payment schedule
Bond Agent Fees	400	400	400	400	400	-	0.0%	-	
<b>Total Expenditures</b>	<b>551,940</b>	<b>551,075</b>	<b>549,585</b>	<b>549,585</b>	<b>552,530</b>	<b>2,945</b>	<b>0.5%</b>	<b>2,945</b>	
Revenue Over / (Under) Expenditures	13,671	12,026	(1,414)	7,686	1,738	3,152	-222.9%	(5,948)	
Ending Fund Balance	32,311	44,337	42,923	52,023	53,761				



	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Projected	2022-23 DRAFT
<b>Governmental Strategic Projects Fund</b>					
<b>Beginning Fund Balance</b>	<b>1,110,229</b>	<b>1,154,394</b>	<b>1,073,184</b>	<b>1,073,184</b>	<b>466,649</b>
<u>Revenues:</u>					
Transfer from General Fund	599,525	182,000	865,000	1,207,222	3,808,281
<b>Total Revenue</b>	<b>599,525</b>	<b>182,000</b>	<b>865,000</b>	<b>1,207,222</b>	<b>3,808,281</b>
<u>Financial Integrity</u>					
Internal Controls Framework	52,500	-	-	-	-
Stormwater Funding	107,271	33,925	-	-	-
<u>Responsible Growth Mangement</u>					
Comprehensive Plan and Unified Development Code	70,125	-	-	-	-
FM 3351 Owners Representative and Project Manager	7,345	-	-	-	-
Project Development and Funding Plan for Drainage	47,503	-	-	-	-
Municipal Separate Storm Sewer System (MS4)	2,606	-	-	-	-
Tree Preservation and Oak Wilt Program	-	6,452	-	-	-
<u>Reliable and Sustainable Infrastructure</u>					
City Civic Center	-	1,500	-	-	412,815
City Campus Renovation	8,500	33,413	439,416	881,168	-
Long-term road condition analysis	29,278	47,704	-	-	-
Chartwell and Dietz Intersection	-	-	175,000	473,322	-
Post Oak Trail Widening	-	-	-	-	875,000
Dietz Elkhorn Reconstruction	-	-	-	-	245,915
Ammann Rd Reconstruction	-	-	-	-	365,286
Dietz Elkhorn Sidewalk	-	-	-	-	41,282
Battle Intense Sidewalk	-	-	-	-	54,500
Drainage CIP #5 Rolling Acres Trail	-	-	85,000	85,000	606,000
Drainage CIP #17 Silver Spur Trail	-	-	95,000	95,000	601,000
Drainage CIP #25 Fair Oaks Pkwy	-	-	40,000	-	-
Drainage CIP #30 Fair Oaks Pkwy	-	-	10,000	10,000	-

	2019-20	2020-21	2021-22	2021-22	2022-23
	Actual	Actual	Budget	Projected	DRAFT
Drainage CIP #34 Tivoli Way	-	-	50,000	50,000	456,000
Drainage CIP #37 Turf Paradise Lane	-	-	40,000	40,000	85,031
Drainage CIP #61 Rockinghorse Lane	-	-	75,000	50,000	-
Bond Development Program	-	-	200,000	50,000	-
<u>Public Health, Safety, and Welfare</u>	-	-	-	-	-
Public Safety Command Structure Program Review	-	38,713	5,000	895	-
Fire Services Program Review	-	8,206	5,000	1,128	18,000
Emergency Medical Services Program Review	-	2,606	5,000	1,128	-
<u>Operational Excellence</u>					
Compensation and Benefit Plan Study	45,000	-	-	-	-
Employee Handbook	1,967	-	-	3,034	-
HR Technology Upgrade	31,954	-	-	-	-
Learning and Development Training Program	-	-	-	-	-
Communications and Marketing Strategy	-	9,391	50,000	38,610	-
Records Management	4,150	-	-	7,850	-
IT Infrastructure projects	32,229	69,763	-	24,835	-
City Records Digitization Program	-	-	-	-	-
Agenda and Minutes Software program	-	6,600	-	-	-
Ticketing with GIS compatibility	-	-	-	1,263	-
PIA Request Software	-	-	30,000	-	-
Fuel Station	-	-	15,000	-	50,000
3rd Party Scanning	-	-	-	-	40,000
<u>Capital Improvement</u>					
Infrastructure	110,669	-	-	-	-
Furniture and Equipment (City Hall Renovation)	4,264	4,938	-	524	-
<b>Total Expenditures</b>	<b>555,360</b>	<b>263,210</b>	<b>1,319,416</b>	<b>1,813,757</b>	<b>3,850,829</b>
<b>Total Change in Fund Balance</b>	<b>44,165</b>	<b>(81,210)</b>	<b>(454,416)</b>	<b>(606,535)</b>	<b>(42,548)</b>
<b>Ending Fund Balance</b>	<b>1,154,394</b>	<b>1,073,184</b>	<b>618,768</b>	<b>466,649</b>	<b>424,101</b>

## Consolidated Utility Fund Budget by Division Summary Budget

	Water	Wastewater	Equipment Replacement Fund	Utility Fund Total
Utility Revenues	4,222,630	1,348,525	-	5,571,155
Utility Operating Expenses				
Personnel	975,673	953,327	-	1,929,000
Supplies, Maintenance & Operations	2,200,766	658,612	-	2,859,378
Services	65,244	65,534	-	130,778
Total Utility Operating Expenses	<u>3,241,683</u>	<u>1,677,473</u>	-	<u>4,919,156</u>
Operating Income/(Loss)	<u>980,947</u>	<u>(328,948)</u>	-	<u>651,999</u>
Capital Outlay	666,391	1,085,411	-	1,751,802
Depreciation	508,075	270,600	-	778,675
Asset Transfer for GAAP	(666,391)	(1,085,411)	-	(1,751,802)
Debt Service Costs	16,590	3,160	-	19,750
Transfers Out	635,522	323,827	270,450	1,229,799
Transfers In	(683,537)	(420,287)	(125,975)	(1,229,799)
Net Income/(Loss)	504,297	(506,248)	(144,475)	(146,426)

	Actual 9/30/2021	Projected close-out	Projected 9/30/2022	Budget Close Out	Budget 9/30/2022
Net investment in Capital Assets	8,081,382	1,734,429	9,815,811	1,293,127	11,108,938
<u>Unrestricted Net Position</u>					
Contribution in Aid - EST	409,689	-	409,689	-	409,689
Water Capital	1,033,427	(188,924)	844,503	24,646	869,149
Wastewater Capital	1,087,394	85,503	1,172,897	(665,124)	507,773
Operating Reserve	3,598,459	(435,646)	3,162,813	(654,600)	2,508,213
Debt Service Reserve	337,952	1,794	339,746		339,746
Equipment Replacement Fund	886,405	(169,660)	716,745	(144,475)	572,270
Total Unrestricted	<u>7,353,326</u>	<u>(706,933)</u>	<u>6,646,393</u>	<u>(1,439,553)</u>	<u>5,206,840</u>
Total Net Position	<u><u>15,434,708</u></u>	<u><u>1,027,496</u></u>	<u><u>16,462,204</u></u>	<u><u>(146,426)</u></u>	<u><u>16,315,778</u></u>

**Water Utility Fund Summary  
Draft Budget**

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Water Revenues	4,550,076	4,268,594	4,325,991	4,475,969	4,222,630	(103,361)	-2.4%	(253,339)	
Water Operating Expenses									
Personnel	684,869	697,902	894,232	866,307	975,673	81,441	9.1%	109,366	Includes mid-year COLA and Merit for eligible employees. Increase primarily due to GBRA rates and commitment.
Supplies, Maintenance & Operations	1,715,444	1,581,782	1,826,497	1,959,566	2,200,766	374,269	20.5%	241,200	
Services	720,775	322,149	178,048	425,985	65,244	(112,804)	-63.4%	(360,741)	
<b>Total Water Operating Expenses</b>	<b>3,121,088</b>	<b>2,601,833</b>	<b>2,898,777</b>	<b>3,251,857</b>	<b>3,241,683</b>	<b>342,906</b>	<b>11.8%</b>	<b>(10,174)</b>	
Operating Income	1,428,988	1,666,762	1,427,214	1,224,112	980,947	(446,267)	-31.3%	(243,165)	
Capital Outlay	66,132	-	152,820	147,998	122,250	(30,570)	-20.0%	(25,748)	
Depreciation	478,929	482,542	647,324	647,324	508,075	(139,249)	-21.5%	(139,249)	
Asset Transfer for GAAP	(292,790)	(253,310)	(1,678,815)	(903,789)	(666,391)	1,012,424	-60.3%	237,398	Less capital and no projects budgeted yet.
Debt Service Expense	167,771	21,712	19,280	19,280	16,590	(2,690)	-14.0%	(2,690)	
Transfers Out	30,000	853,883	658,435	658,435	635,522	(22,913)	-3.5%	(22,913)	
Transfers In	(19,089)	-	(152,820)	(152,820)	(114,750)	38,070	-24.9%	38,070	
<b>Net Income/(Loss)</b>	<b>998,036</b>	<b>561,935</b>	<b>1,780,990</b>	<b>807,684</b>	<b>479,651</b>	<b>(1,301,339)</b>	<b>-73.1%</b>	<b>(328,033)</b>	

**Water Utility Fund Revenue  
Draft Budget**

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Water Revenues									
Water Revenue Residential	3,015,679	2,862,052	2,981,775	3,081,775	2,852,897	(128,878)	-4.3%	(228,878)	Based on 5 year average of tier distribution.
Rebate Program	-	-	-	-	-	-	0.0%	-	
Water Debt Service	304,477	211,747	298,374	282,556	283,707	(14,667)	-4.9%	1,151	Based on debt payment schedule.
Water Capital	244,163	251,403	252,403	255,555	257,810	5,407	2.1%	2,255	
Water Revenue Commercial	232,825	168,361	163,841	141,949	179,592	15,751	9.6%	37,643	
Water Contract Commercial	158,357	158,357	158,268	172,604	177,360	19,092	12.1%	4,756	Increase due to contract rate change
Water Revenue Non Potable	36,628	6,610	18,430	48,430	18,691	261	1.4%	(29,739)	
Water Service Connect Fees	57,215	66,790	47,960	47,960	46,726	(1,234)	-2.6%	(1,234)	
Water Penalties	18,059	16,589	28,440	35,440	34,753	6,313	22.2%	(687)	
Water Impact Fees	439,500	497,198	350,000	350,000	310,977	(39,023)	-11.1%	(39,023)	Decrease due to slowing of development.
Water Interest Income	25,303	1,557	10,000	15,200	24,000	14,000	140.0%	8,800	Increase to pre-pandemic earnings.
Water-Bad Debts	(562)	(237)	(3,000)	(500)	(500)	2,500	-83.3%	-	
Misc./Special Requests	50	25	2,500	500	500	(2,000)	-80.0%	-	
Third Party Reimbursement	933	5,972	1,000	15,000	6,917	5,917	591.7%	(8,083)	
Permits/Variances	1,725	1,025	1,000	1,500	1,200	200	20.0%	(300)	
Credit Card Service Fee	15,725	21,147	15,000	28,000	28,000	13,000	86.7%	-	Increase due to larger volume of credit card payments.
Sale of Assets	-	-	-	-	-	-	0.0%	-	
<b>Total Water Revenues</b>	<b>4,550,076</b>	<b>4,268,594</b>	<b>4,325,991</b>	<b>4,475,969</b>	<b>4,222,630</b>	<b>(103,361)</b>	<b>-2.4%</b>	<b>(253,339)</b>	

Water Utility Fund Operating Expense  
Draft Budget

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Operating Expenses									
Service Salaries	218,837	208,039	233,139	258,568	265,548	32,409	13.9%	6,980	Includes mid-year COLA and Merit for eligible employees.
Service Overtime	5,615	14,722	2,763	7,261	4,339	1,576	57.0%	(2,922)	
Service Taxes - FICA	13,282	12,509	14,626	15,983	16,554	1,928	13.2%	571	
Service Taxes - MEDICARE	3,106	2,926	3,421	3,745	3,871	450	13.2%	126	
Service Workers' Comp	7,849	7,105	7,488	7,505	9,599	2,111	28.2%	2,094	
Service Taxes - SUTA/FUTA	721	1,236	1,069	144	473	(596)	-55.8%	329	TWC rate fluctuates year to year
Service Retirement	26,082	16,297	27,890	31,801	31,832	3,942	14.1%	31	
Service Insurance	42,761	38,167	41,799	45,803	52,364	10,565	25.3%	6,561	
Water Service OPEB	-	1,079	-	-	-	-	0.0%	-	
Administration Salaries	273,530	305,228	425,274	371,564	445,240	19,966	4.7%	73,676	Includes mid-year COLA and Merit for eligible employees.
Administration Overtime	151	211	425	150	181	(244)	-57.4%	31	
Administration Taxes - FICA	16,667	17,605	26,393	22,337	27,448	1,055	4.0%	5,111	
Administration Taxes - MEDICARE	3,899	4,118	6,173	5,269	6,419	246	4.0%	1,150	
Administration Workers' Comp	1,535	1,421	2,637	1,847	1,509	(1,128)	-42.8%	(338)	
Administration Taxes - SUTA/FUTA	667	1,435	1,204	78	504	(700)	-58.1%	426	TWC rate fluctuates year to year
Administration Retirement	31,783	22,727	50,328	44,650	52,781	2,453	4.9%	8,131	
Administration Insurance	38,384	41,574	49,603	49,603	57,011	7,408	14.9%	7,408	
Administration OPEB	-	1,505	-	-	-	-	0.0%	-	
Uniforms	4,977	4,082	5,505	5,505	6,720	1,215	22.1%	1,215	
Power	141,462	130,720	135,000	185,000	140,000	5,000	3.7%	(45,000)	Increase due to costs and usage.
Maintenance of Plants/Lines	127,325	130,069	100,000	100,000	127,125	27,125	27.1%	27,125	Added meter command links and Plant 5 gate opener.
Analysis Fees	8,419	7,823	7,400	9,900	7,400	-	0.0%	(2,500)	
Chemicals	2,848	2,874	5,090	5,090	3,200	(1,890)	-37.1%	(1,890)	
City Management Fee	172,174	159,769	166,116	172,238	161,427	(4,689)	-2.8%	(10,811)	Updated using budgeted revenue numbers.
Equipment Maintenance	7,950	12,524	12,910	20,910	13,875	965	7.5%	(7,035)	
Equipment Gas & Oil	7,288	9,588	11,010	12,260	11,500	490	4.5%	(760)	
GBRA Water Fees	1,054,623	923,967	1,137,427	1,200,267	1,425,536	288,109	25.3%	225,269	Increased rates and water purchase commitment.
Equipment Lease	-	-	690	1,690	690	-	0.0%	(1,000)	
Tools & Minor Equipment	5,634	12,790	13,000	13,000	16,875	3,875	29.8%	3,875	Added cost share of mechanic tools.
Training	6,729	4,881	17,380	9,880	24,648	7,268	41.8%	14,768	Due to additional HR Training Initiatives.
Utilities & Radio	23,400	19,447	24,335	24,335	21,897	(2,438)	-10.0%	(2,438)	Dispatch decreased slightly due to lower cost share.
Signal & Telemetry	162	162	-	162	-	-	0.0%	(162)	
Water Building Maintenance	8,643	5,351	11,500	6,000	9,630	(1,870)	-16.3%	3,630	One time building repairs from prior year
Supplies & Consumables	1,401	2,249	1,400	1,650	1,750	350	25.0%	100	
Vehicle Maintenance/Repair	2,326	6,905	6,500	6,500	6,500	-	0.0%	-	
Water Inventory Adjustment	493	-	-	-	-	-	0.0%	-	
Utilities & Telephone	6,622	8,137	6,277	8,450	8,869	2,592	41.3%	419	
Dues & Publications	722	371	1,419	1,419	1,822	403	28.4%	403	
Water Professional Services	720,775	322,149	168,828	418,828	54,656	(114,172)	-67.6%	(364,172)	Removed one-time tank cleaning, Siemens contract, and Internal Control audit..
Permit & Licenses	7,876	8,146	8,033	8,133	8,683	650	8.1%	550	
General Liability Insurance	19,544	20,462	25,709	25,495	28,280	2,571	10.0%	2,785	Budgeted 10% increase based on rerate information.
Office Supplies	3,363	2,924	1,769	1,769	3,257	1,488	84.1%	1,488	
Travel & Meetings	2,997	1,997	4,000	1,000	4,000	-	0.0%	3,000	
Software & Computer	68,712	73,248	95,306	95,306	122,820	27,514	28.9%	27,514	Added recurring costs for Tenable SCADA software.

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Recording/Reporting	-	101	500	500	500	-	0.0%	-	
Postage	1,010	450	938	938	938	-	0.0%	-	
Building/Equip Maintenance	-	-	150	-	150	-	0.0%	150	
Conservation Ed & Newsletter	-	-	250	-	1,370	1,120	448.0%	1,370	Includes drought flyer
Billing Statement Charges	3,278	3,473	3,360	3,420	3,400	40	1.2%	(20)	
Billing Postage	8,175	8,980	8,100	9,600	8,500	400	4.9%	(1,100)	
Copier Lease	-	-	1,623	1,623	1,654	31	1.9%	31	
Public Relations	-	-	4,000	2,937	4,000	-	0.0%	1,063	
Employment Costs	-	-	1,750	750	1,480	(270)	-15.4%	730	
Employee Appreciation	-	-	3,470	3,470	5,108	1,638	47.2%	1,638	Increase in budget for appreciation week/awards
Water Miscellaneous	5,462	3,232	-	226	250	250	0.0%	24	
Credit Card Service Fee	11,828	17,062	13,800	27,300	27,500	13,700	99.3%	200	Increase due to larger volume of credit card payments.
<b>Total Operating Expenses</b>	<b>3,121,088</b>	<b>2,601,833</b>	<b>2,898,777</b>	<b>3,251,857</b>	<b>3,241,683</b>	<b>342,906</b>	<b>11.8%</b>	<b>(10,174)</b>	

Water Utility Fund									
Capital Outlays, Debt and Non-Operating Detail									
Draft Budget									
	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
<b>Capital Outlays</b>									
Operational Capital	66,132	-	-	-	35,500	35,500	0.0%	35,500	Replacement chlorine alarm autodialers and Plant 5 meters.
Water Vehicle and Equipment Purchases	-	-	152,820	147,998	86,750	(66,070)	-43.2%	(61,248)	Less equipment purchases than prior year.
<b>Total Capital Outlays</b>	<b>66,132</b>	<b>-</b>	<b>152,820</b>	<b>147,998</b>	<b>122,250</b>	<b>(30,570)</b>	<b>-20.0%</b>	<b>(25,748)</b>	
<b>Debt Service</b>									
Bond Water Issuance Fees	49,405	-	-	-	-	-	0.0%	-	
Bond Interest Cost	-	21,712	19,280	19,280	16,590	(2,690)	-14.0%	(2,690)	Decreased based on payment schedule.
Tax Exempt Lease Interest	118,365	-	-	-	-	-	0.0%	-	
<b>Total Debt Service</b>	<b>167,771</b>	<b>21,712</b>	<b>19,280</b>	<b>19,280</b>	<b>16,590</b>	<b>(2,690)</b>	<b>-14.0%</b>	<b>(2,690)</b>	
<b>Non-Cash Adjustments</b>									
Transfer to Veh/Equip Replace Fund	30,000	45,000	56,032	56,032	66,735	10,703	19.1%	10,703	
Transfer to Water Capital Fund	-	808,883	602,403	602,403	568,787	(33,616)	-5.6%	(33,616)	Matches Capital Revenue and Impact Fees budgeted.
Transfer from ERF	(19,089)	-	(152,820)	(152,820)	(114,750)	38,070	-24.9%	38,070	
Transfer of Assets to Balance Sheet	(292,790)	(253,310)	(1,678,815)	(903,789)	(666,391)	1,012,424	-60.3%	237,398	Less capital and projects budgeted.
Water Service Depreciation	478,929	482,542	647,324	647,324	508,075	(139,249)	-21.5%	(139,249)	
<b>Total Non-Cash Adjustments</b>	<b>197,050</b>	<b>1,083,115</b>	<b>(525,876)</b>	<b>249,150</b>	<b>362,456</b>	<b>888,332</b>	<b>-168.9%</b>	<b>252,555</b>	
<b>Total Non-Operating Expenses</b>	<b>430,953</b>	<b>1,104,826</b>	<b>(353,776)</b>	<b>416,428</b>	<b>501,296</b>	<b>855,072</b>	<b>-241.7%</b>	<b>224,117</b>	

### Water Strategic and Capital Funds

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23
<b>Beginning Fund Balance</b>	1,928,742	977,312	1,443,116	1,443,116	1,254,192
<u>Transfers:</u>					
Grant Revenue	-	-	-	-	-
Transfer from Utility Fund	(651,236)	808,883	602,403	602,403	568,787
<b>Total Transfers</b>	(651,236)	808,883	602,403	602,403	568,787
<u>Capital Projects</u>					
Master Water/Wastewater Plan	-	-	-	-	-
Elevated Storage Tank	146,210	62,890	181,623	-	-
Plant 2 Hydro Tank & Variable Drives	57,575	30,620	946,815	522,500	-
Creek Crossing West Waterline	22,873	-	220,433	12,951	-
Elmo Davis Upgrades	-	-	-	-	64,642
Plant 5 Expansion	-	-	-	-	229,499
Scada Systems Upgrade	-	159,800	-	43,215	-
GIS Compatible Work Order System	-	-	-	631	-
Willow Wind/Red Bud Hill	-	-	65,370	65,370	-
Old Fredericksburg Rd	-	-	50,000	50,000	250,000
Rolling Acres Trail Rehab	-	-	61,754	61,754	-
<u>Non-Capital Projects</u>					
Water Rate Study	-	50,095	22,079	24,579	-
Impact Rate Study	30,076	-	-	-	-
Project Development	43,460	-	-	-	-
Water System EPA Risk Assessment	-	39,674	7,000	10,326	-
<b>Total Expenditures</b>	300,194	343,079	1,555,074	791,327	544,141
<b>Total Change in Fund Balance</b>	(951,430)	465,803	(952,671)	(188,924)	24,646
<b>Ending Fund Balance</b>	977,312	1,443,116	490,445	1,254,192	1,278,838

	Fund Balance 9.30.22	FY 2023 Revenue	FY 2023 Expenses	Fund Balance 9.30.23
Contribution in Aid (Elevated Storage Tank)	409,689	-	-	409,689
Creek Crossing West Waterline	260,141	-	-	260,141
Unallocated 2014 Impact Fees	-	77,744	-	77,744
Unallocated 2020 Impact Fees	381,100	233,233	229,499	384,834
Unallocated Capital	-	257,810	257,810	-
Unallocated from Operations	203,263	-	56,832	146,431
<b>Ending Fund Balance</b>	1,254,192	568,787	544,141	1,278,838



### Wastewater Utility Fund Summary Draft Budget

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Wastewater Revenues	1,339,560	1,415,841	1,370,398	2,639,762	1,348,525	(21,873)	-1.6%	(1,291,237)	PY included ARPA Grant Revenue
Wastewater Operating Expenses									
Personnel	591,160	691,952	898,302	829,332	953,327	55,025	6.1%	123,995	Includes mid-year COLA and Merit for eligible employees.
Supplies, Maintenance & Operations	572,349	597,685	705,278	729,712	658,612	(46,666)	-6.6%	(71,100)	Primarily due to decreased sludge hauling.
Services	28,877	55,312	111,943	109,880	65,534	(46,409)	-41.5%	(44,346)	Decrease due to removal of Siemens contract and Internal Control Audit.
<b>Total Wastewater Operating Expenses</b>	<b>1,192,386</b>	<b>1,344,949</b>	<b>1,715,523</b>	<b>1,668,925</b>	<b>1,677,473</b>	<b>(38,050)</b>	<b>-2.2%</b>	<b>8,548</b>	
Operating Income	147,175	70,892	(345,125)	970,837	(328,948)	16,177	-4.7%	(1,299,785)	
Capital Outlay	73,232	-	45,000	100,579	155,700	110,700	246.0%	55,121	
Depreciation	264,907	266,664	226,477	226,477	270,600	44,123	19.5%	44,123	
Asset Transfer for GAAP	(137,728)	(39,759)	(895,000)	(1,320,583)	(1,085,411)	(190,411)	21.3%	235,172	
Debt Service Expense	31,956	4,136	3,672	3,672	3,160	(512)	-14.0%	(512)	
Transfers Out	45,000	888,727	348,373	1,568,377	323,827	(24,546)	-7.0%	(1,244,550)	
Transfers In	(19,089)	-	(45,000)	(100,579)	(155,700)	(110,700)	246.0%	(55,121)	
<b>Net Income/(Loss)</b>	<b>(111,103)</b>	<b>(1,048,874)</b>	<b>(28,647)</b>	<b>492,893</b>	<b>158,876</b>	<b>187,523</b>	<b>-654.6%</b>	<b>(334,017)</b>	

### Wastewater Utility Fund Revenue Draft Budget

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Wastewater Revenues									
Sewer Revenue Residential	850,500	939,310	945,512	988,512	967,112	21,600	2.3%	(21,400)	
Sewer Debt Service	58,943	40,831	56,776	54,776	54,620	(2,156)	-3.8%	(156)	
Sewer Capital	91,294	95,042	95,666	96,866	97,842	2,176	2.3%	976	
Sewer Revenue Commercial	4,166	4,418	4,186	4,418	4,418	232	5.5%	-	
Sewer Service Connect Fee	39,900	44,800	33,138	27,638	31,248	(1,890)	-5.7%	3,610	
Sewer Penalties	3,322	3,562	5,270	9,195	8,438	3,168	60.1%	(757)	
Sewer Impact Fee	267,003	285,883	225,000	225,000	166,745	(58,255)	-25.9%	(58,255)	Decrease due to slowing of development.
Sewer Impact Fee-S Bar Ranch	-	-	-	-	-	-	0.0%	-	
Sewer Interest Income	24,445	1,509	5,000	13,500	18,000	13,000	260.0%	4,500	Increase to pre-pandemic earnings.
Sewer Bad Debt	(207)	(116)	(400)	(250)	(250)	150	-37.5%	-	
Sewer Grant Revenue	-	-	-	1,220,004	-	-	0.0%	(1,220,004)	ARPA grant in prior year.
SECO EECBG	-	-	-	-	-	-	0.0%	-	
Misc/Special Requests	-	602	-	103	352	352	0.0%	250	
Third Party Reimbursement	195	-	250	-	-	(250)	-100.0%	-	
Sale of Assets	-	-	-	-	-	-	0.0%	-	
Grant Revenue	-	-	-	-	-	-	0.0%	-	
<b>Total Wastewater Revenues</b>	<b>1,339,560</b>	<b>1,415,841</b>	<b>1,370,398</b>	<b>2,639,762</b>	<b>1,348,525</b>	<b>(21,873)</b>	<b>-1.6%</b>	<b>(1,291,237)</b>	

Wastewater Utility Fund Operating Expense  
Draft Budget

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Operating Expenses									
Service Salaries	185,357	233,087	258,181	236,646	270,593	12,412	4.8%	33,947	Includes mid-year COLA and Merit for eligible employees.
Service Overtime	5,775	17,868	3,057	7,976	4,432	1,375	45.0%	(3,544)	
Service Taxes - FICA	11,882	14,531	16,197	14,979	16,892	695	4.3%	1,913	
Service Taxes - Medicare	2,779	3,398	3,788	3,510	3,951	163	4.3%	441	
Service Workers' Comp	6,105	5,700	8,257	8,377	9,792	1,535	18.6%	1,415	
Service Taxes - SUTA/FUTA	721	1,486	1,181	135	473	(708)	-59.9%	338	TWC rate fluctuates year to year
Service Retirement	18,543	18,516	30,885	29,269	32,483	1,598	5.2%	3,214	
Service Insurance	28,539	36,489	38,894	38,890	44,798	5,904	15.2%	5,908	
Sewer Service OPEB	-	1,226	-	-	-	-	0.0%	-	
Administration Salaries	248,694	277,716	408,016	363,279	427,732	19,716	4.8%	64,453	Includes mid-year COLA and Merit for eligible employees.
Administration Overtime	116	92	425	150	181	(244)	-57.4%	31	
Administration Taxes - FICA	15,169	15,999	25,323	21,805	26,363	1,040	4.1%	4,558	
Administration Taxes - Medicare	3,547	3,741	5,922	5,143	6,166	244	4.1%	1,023	
Administration Workers' Comp	760	751	2,107	1,322	1,452	(655)	-31.1%	130	
Administration Taxes - SUTA/FUTA	595	1,309	1,136	75	477	(659)	-58.0%	402	TWC rate fluctuates year to year
Administration Retirement	28,884	20,633	48,288	43,631	50,696	2,408	5.0%	7,065	
Sewer Admin Insurance	33,693	38,042	46,645	54,145	56,846	10,201	21.9%	2,701	
Sewer Admin OPEB	-	1,367	-	-	-	-	0.0%	-	
Uniforms	3,610	3,469	4,505	4,505	5,025	520	11.5%	520	
Power	36,334	37,124	36,350	42,150	38,500	2,150	5.9%	(3,650)	
Maintenance Of Plant/ Lines	40,320	48,479	80,000	65,000	65,000	(15,000)	-18.8%	-	Removed one-time electrical repairs.
Sludge Hauling	263,977	269,334	300,000	320,000	225,000	(75,000)	-25.0%	(95,000)	Includes 9 mo. of service due to Dewatering Press
Analysis Fees	25,120	23,823	26,000	26,000	27,000	1,000	3.8%	1,000	
Chemicals	7,132	15,768	7,240	10,740	16,500	9,260	127.9%	5,760	Increased based on costs of chlorine and enzyme block.
City Management Fee	42,733	47,186	49,485	49,647	48,576	(909)	-1.8%	(1,071)	Updated using budgeted revenue numbers.
Equipment Maintenance	4,953	6,468	7,660	11,160	8,235	575	7.5%	(2,925)	
Equipment Gas & Oil	6,373	7,601	9,180	10,430	9,500	320	3.5%	(930)	
Equipment Lease	5,010	1,334	4,500	4,500	2,500	(2,000)	-44.4%	(2,000)	Purchased e-pumps, not having to rent.
Tools & Minor Equipment	4,526	5,832	7,500	7,500	13,575	6,075	81.0%	6,075	iPad, shop fan, manhole lifter, soil sample tool
Training	5,869	3,042	15,680	15,680	24,099	8,419	53.7%	8,419	Due to additional HR Training Initiatives.
Utilities & Radios	20,938	18,289	22,521	22,521	20,171	(2,350)	-10.4%	(2,350)	Dispatch decreased slightly due to our cost share.
Signal & Telemetry	461	461	-	461	-	-	0.0%	(461)	
Building Maintenance	3,062	5,976	7,330	7,330	9,150	1,820	24.8%	1,820	
Supplies & Consumables	1,307	1,978	1,300	2,300	1,650	350	26.9%	(650)	
Vehicle Maintenance & Repairs	3,159	3,542	5,000	5,000	5,000	-	0.0%	-	
Inventory Adjustment	(12)	-	-	-	-	-	0.0%	-	
Utilities/Telephone	6,966	8,262	5,418	8,918	7,830	2,412	44.5%	(1,088)	
Dues & Publications	921	1,007	1,623	1,623	2,027	404	24.9%	404	
Professional Fees	28,877	55,312	103,023	103,023	55,156	(47,867)	-46.5%	(47,867)	Removed Siemens contract and Internal Control audit.
Permits & Licenses	1,776	1,471	1,958	1,958	3,493	1,535	78.4%	1,535	
Liability Insurance	19,544	19,462	25,709	25,495	28,280	2,571	10.0%	2,785	Budgeted 10% increase based on rerate information.
Office Supplies	3,283	3,239	1,322	1,322	2,256	934	70.7%	934	
Travel & Meetings	2,972	1,676	4,000	4,000	4,000	-	0.0%	-	
Software & Computers	46,086	46,883	66,726	66,726	76,241	9,515	14.3%	9,515	Addition of jet camera software \$10k
Recording/Reporting	-	101	100	500	350	250	250.0%	(150)	

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Sewer Postage	374	450	938	938	600	(338)	-36.0%	(338)	
Adm Bldg/Equip. Maintenance	-	-	150	-	150	-	0.0%	150	
Billing Statement Charges	3,278	3,473	3,360	3,360	3,500	140	4.2%	140	
Billing Postage	8,175	8,980	8,100	8,100	8,500	400	4.9%	400	
Copier Lease	-	-	1,623	1,623	1,654	31	1.9%	31	
Public Relations	-	-	4,000	2,937	4,000	-	0.0%	1,063	
Employment Costs	-	-	1,750	750	1,480	(270)	-15.4%	730	Decreased pre-employment costs
Employee Appreciation	-	-	3,170	3,170	4,898	1,728	54.5%	1,728	Increase in budget for appreciation week/awards
Miscellaneous	4,101	2,977	-	226	250	250	0.0%	24	
<b>Total Operating Expenses</b>	<b>1,192,386</b>	<b>1,344,949</b>	<b>1,715,523</b>	<b>1,668,925</b>	<b>1,677,473</b>	<b>(38,050)</b>	<b>-2.2%</b>	<b>8,548</b>	

Wastewater Utility Fund Capital, Debt, and Non-Cash Expenditures Draft Budget					
	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23
<b>Capital Outlays</b>					
Operational Capital	73,232	-	-	55,579	46,200
Wastewater Equipment Purchases	-	-	45,000	45,000	109,500
<b>Total Capital Outlays</b>	<b>73,232</b>	<b>-</b>	<b>45,000</b>	<b>100,579</b>	<b>155,700</b>
<b>Debt Service</b>					
Bond Water Issuance Fees	9,411	-	-	-	-
Bond Interest Cost	-	4,136	3,672	3,672	3,160
Tax Exempt Lease Interest	22,546	-	-	-	-
<b>Total Debt Service</b>	<b>31,956</b>	<b>4,136</b>	<b>3,672</b>	<b>3,672</b>	<b>3,160</b>
<b>Non-Cash Adjustments</b>					
Transfer To Vehicle Repl. Fund	45,000	45,000	27,707	27,707	59,240
Transfer to Wastewater Capital Fund	-	843,727	320,666	1,540,670	264,587
Transfer from ERF	(19,089)	-	(45,000)	(100,579)	(155,700)
Asset Transfers to Balance Sheet	(137,728)	(39,759)	(895,000)	(1,320,583)	(1,085,411)
Sewer Service Depreciation	264,907	266,664	226,477	226,477	270,600
<b>Total Non-Cash Adjustments</b>	<b>153,090</b>	<b>1,115,631</b>	<b>(365,150)</b>	<b>373,692</b>	<b>(646,684)</b>
<b>Total Capital, Debt, and Non-Cash</b>	<b>258,278</b>	<b>1,119,767</b>	<b>(316,478)</b>	<b>477,944</b>	<b>(487,824)</b>

	Budget v Budget	Budget v Budget %	Budget v PY Projected	NOTES
Operational Capital	46,200	0.0%	(9,379)	Budgeted to slip line a sewer line.
Wastewater Equipment Purchases	64,500	143.3%	64,500	Replacement vehicles and equipment.
<b>Total Capital Outlays</b>	<b>110,700</b>	<b>246.0%</b>	<b>55,121</b>	
<b>Debt Service</b>				
Bond Water Issuance Fees	-	0.0%	-	
Bond Interest Cost	(512)	-14.0%	(512)	Decreased based on payment schedule.
Tax Exempt Lease Interest	-	0.0%	-	
<b>Total Debt Service</b>	<b>(512)</b>	<b>-14.0%</b>	<b>(512)</b>	
<b>Non-Cash Adjustments</b>				
Transfer To Vehicle Repl. Fund	31,533	113.8%	31,533	
Transfer to Wastewater Capital Fund	(56,079)	-17.5%	(1,276,083)	Matches Capital Revenue and Impact Fees budgeted.
Transfer from ERF	(110,700)	246.0%	(55,121)	
Asset Transfers to Balance Sheet	(190,411)	21.3%	235,172	
Sewer Service Depreciation	44,123	19.5%	44,123	
<b>Total Non-Cash Adjustments</b>	<b>(281,534)</b>	<b>77.1%</b>	<b>(1,020,376)</b>	
<b>Total Capital, Debt, and Non-Cash</b>	<b>(171,346)</b>	<b>54.1%</b>	<b>(965,768)</b>	

### Wastewater Strategic and Capital Funds

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23
<b>Beginning Fund Balance</b>	(153,271)	345,309	1,087,394	1,087,394	1,172,897
<u>Transfers:</u>					
Transfer from Reserves	-	-	-	-	-
Transfer from Utility Fund	651,236	843,727	320,666	1,540,670	264,587
<b>Total Transfers</b>	651,236	843,727	320,666	1,540,670	264,587
<u>Capital Projects</u>					
Solids Handling	64,496	39,759	920,210	1,220,004	-
Wastewater Treatment Plant Options	14,624	-	200,000	200,000	929,711
GIS Compatible Work Order System	-	-	-	631	-
	-	-	-	-	-
<u>Non-Capital Projects</u>					
Wastewater Rate Study	-	50,095	22,079	24,579	-
Impact Fee Study	30,076	-	-	-	-
Project Development	43,460	-	-	-	-
Wastewater System EPA Risk Assessment	-	11,788	7,500	9,953	-
<b>Total Expenditures</b>	152,656	101,642	1,149,789	1,455,167	929,711
<b>Total Change in Fund Balance</b>	498,580	742,085	(829,123)	85,503	(665,124)
<b>Ending Fund Balance</b>	345,309	1,087,394	258,271	1,172,897	507,773

	Fund Balance 9.30.22	FY 2023 Revenue	FY 2023 Expenses	Fund Balance 9.30.23
WWTP Design/Rehab	51,931	-	51,931	-
Unallocated 2014 Impact Fees	118,515	41,686		160,201
Unallocated 2020 Impact Fees	685,077	125,059	810,136	-
Unallocated Capital	223,737	97,842	67,644	253,935
Unallocated from Operations	93,637			93,637
<b>Ending Fund Balance</b>	1,172,897	264,587	929,711	507,773

## Utility Equipment and Vehicle Replacement Fund Draft Budget

	Actual 2019-20	Actual 2020-21	Budget 2021-22	Projected 2021-22	Draft Budget 2022-23
<u>Revenues:</u>					
Transfer from Water Division	30,000	45,000	56,032	56,032	66,735
Transfer from Wastewater Division	45,000	45,000	27,707	27,707	59,240
<b>Total Revenue</b>	<b>75,000</b>	<b>90,000</b>	<b>83,739</b>	<b>83,739</b>	<b>125,975</b>
<u>Transfers</u>					
Transfer to Water for Purchases	19,089	-	152,820	152,820	114,750
Transfer to Wastewater for Purchases	19,089	-	45,000	100,579	155,700
<b>Total Transfers Costs</b>	<b>38,178</b>	<b>-</b>	<b>197,820</b>	<b>253,399</b>	<b>270,450</b>
<b>Total Expenditures</b>	<b>38,178</b>	<b>-</b>	<b>197,820</b>	<b>253,399</b>	<b>270,450</b>
<b>Net Income (Loss)</b>	<b>36,822</b>	<b>90,000</b>	<b>(114,081)</b>	<b>(169,660)</b>	<b>(144,475)</b>

**Capital Replacements**

Ford F250 Truck	55,000
Grasshopper Mower	17,500
Chlorine Alarms and Autodialers	27,250
Plant 5 Meters	15,000
Ford F350 Truck	85,000
Jet Trailer Disinfector	9,500
Box Trailer	15,000
Slip Line Sewer Line	46,200
	<b>270,450</b>



# City of Fair Oaks Ranch Annual Proposed Budget FY 2022-23



**Proposed Version**  
Last updated 08/23/22



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# INTRODUCTION

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Proposed Annual Budget  
Fiscal Year October 1, 2022-September 30, 2023

This budget will raise more total property taxes than last year’s budget by \$204,617 or 3.15%,and of that amount, \$303,322 is tax revenue to be raised from new property added to the tax roll this year.

City Council Record Vote

The record vote of each member of the governing body by name voting on the adoption of the budget is as follows:

Governing Body	Record Vote
Mayor Greg Maxton	
Emily Stroup	
Roy Elizondo	
Michelle Bliss	
Laura Koerner	
Scott Parker	
Chesley Muenchow	

The Governing Body will vote on the proposed budget September 22, 2022.

	Fiscal Year 2022-23	Fiscal Year 2021-22
Property Tax Rate	0.3291	0.3518
No-New-Revenue Rate	0.3257	0.3581
No-New Revenue M&O Rate	0.3072	0.3283
Voter Approval Rate	0.3703	0.3770
Debt Rate	0.0268	0.0295

Municipal Debt Obligations as of October 1, 2022 - \$6,594,375.75

The above information is presented on the cover page of the City’s FY 2022-23 proposed budget to comply with requirements of section 102.005 of the Texas Local Government Code



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Fair Oaks Ranch  
Texas**

For the Fiscal Year Beginning

**October 01, 2021**

*Christopher P. Morrill*

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Fair Oaks Ranch, Texas, for its Annual Budget for the fiscal year beginning October 1, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

# The Honorable Mayor Greg Maxton Council Members

Emily Stroup	Council Member, Place 1
Roy Elizondo	Council Member, Place 2
Michelle Bliss	Council Member, Place 3
Laura Koerner	Mayor Pro-Tem, Place 4
Scott Parker	Council Member, Place 5
Chesley Muenchow	Council Member, Place 6

## City Manager Tobin E. Maples, AICP

Assistant City Manager <b>Scott Huizenga</b>	Assistant City Manager <b>Carole Vanzant, CPM, TRMC, MMC</b>	Chief of Police <b>Tim Moring</b>
Director of Finance <b>Rosie Vela</b>	Director of HR & Communications <b>Joanna Merrill</b>	Director of Public Works & Engineering Services <b>Grant Watanabe, P.E.</b>
	City Secretary <b>Christina Picioccio</b>	

# City of Fair Oaks Ranch City Council



Greg Maxton  
Mayor



Emily Stroup  
Council Member, Place 1



Roy Elizondo  
Council Member, Place 2



Michelle Bliss  
Council Member, Place 3



Laura Koerner, Mayor Pro-Tem  
Council Member, Place 4



Scott Parker  
Council Member, Place 5



Chesley Muenchow  
Council Member, Place 6

Fair Oaks Ranch is a Home Rule city. City Council is elected at-large representing all residents within the City limits. Council members including the Mayor serve staggered three-year terms with City elections held each year.

The Mayor Pro-Tem is selected by the Council members each year after the election.

## Truth in Taxation

Truth-in-taxation is a concept embodied in the Texas Constitution that requires local taxing units to make taxpayers aware of tax rate proposals and to afford taxpayers the opportunity to limit tax increases. Property owners have the right to know about increases in their properties' appraised value and to be notified of the estimated taxes that could result from the new value. For more information about this act and its impact on the budget and tax rate setting process, visit the Texas Comptroller's website and Truth in Taxation resources [↗](#).

Fair Oaks Ranch Governing Body Information can be found here:

Mayor [↗](#)

City Council [↗](#)

Comal Appraisal District: <http://www.comalad.org/> [↗](#)

Comal County Truth in Taxation Website: <https://comal.countytaxrates.com/tax> [↗](#)

Kendall Appraisal District: <https://www.kendallad.org/> [↗](#)

Kendall Couty Truth in Taxation Website: <https://kendall.countytaxrates.com/tax> [↗](#)

Bexar Appraisal District: <https://www.bcad.org/> [↗](#)

Bexar County Truth in Taxation Website: <https://www.bexar-taxes.org/property-search> [↗](#)

City of Fair Oaks Ranch Truth in Taxation [↗](#)

### Fiscal Year 2022-23 Budget Calendar

July 25	Deadline for <b>Chief Appraisers</b> to deliver certified rolls or certified estimates to taxing units and certification of anticipated collection rate by tax collector. (Tax Code Sec. 26.01 a-1)	Certified Totals <a href="#">↗</a>
August 17	Calculation of No new revenue, Voter Approval, 8% Increase and De Minimis Rates.	Tax Calculations <a href="#">↗</a>
August 18	<b>The Assistant City Manager</b> submits the No-New Revenue and Voter Approval rates to City Council. (Tax Code Sec 26.04(e)). <b>City Council confirms maximum proposed tax rate and</b> Council takes a record vote. (Tax Code Sec 26.061 (b)). <b>City Council</b> schedules one public hearing on the budget (LGC 102.006a-b) and one public hearing on the tax rate (Tax Code Sec. 26.05(d); (Tax Code Sec 26.06)	
August 19	<b>Finance</b> posts the calculated no-new-revenue tax rate and voter approval tax rate, along with certain debt information on the home page of the City's website using form prescribed by comptroller (Tax Code Sec 26.04 (e))	2022 Tax Rate Notice <a href="#">↗</a>
August 22	<b>City Manager</b> files the budget with <b>City Secretary</b> (LGC 102.005a). <b>City Secretary</b> ensures the proposed budget is available on the website and available for inspection at City Hall (LGC 102.005c)	Proposed Budget Document
September 2	<b>Finance Director</b> publishes <i>Notice of Public Hearing on Tax Rate</i> in the <b>Friday, September 2nd</b> edition of Boerne Star and posts on the City's website (Tax Code Sec. 26.06(c)) <b>Finance Director</b> publishes <i>Notice of Public Hearing on the Proposed Budget</i> in the <b>Friday, September 2nd</b> edition of Boerne Star and posts the budget on the city's website. (LGC 102.005c) <b>Finance Director/Communications</b> posts the Tax Notice (Tax Code Sec 26.04(e)), Notice of Tax Hearing (Tax Code Sec. 26.065), and Notice of Budget Hearing (LGC 102.006c) on the City's Website.	Notice of Tax Rate Hearing  Notice of Budget Hearing
September 15	<b>Public Hearing for Proposed Budget and Proposed Tax Rate.</b> Council Meeting for the <b>First Reading of Budget and Tax Rate Ordinances</b> is held.	See Council Meeting Agenda Packet
September 22	<b>Second Reading</b> and adoption of the Budget and Tax Rate ordinances	See Council Meeting Agenda Packet

# Community Profile



### Overview

The City of Fair Oaks Ranch is located on the edge of the beautiful Texas Hill Country, 27 miles northwest of downtown San Antonio. The city spans over three separate counties, Bexar, Kendall and Comal and covers an area of 7,861 acres.

Fair Oaks Ranch is a Home Rule Charter City and operates under a Council/Manager form of government. A Mayor and six Council Members are elected by the citizens, and the City Manager is appointed by the Council.

### The History of Fair Oaks Ranch

The City of Fair Oaks Ranch had its beginnings as a working ranch when several parcels of land were acquired by oil man Ralph Fair, Sr. during the 1930s. The ranch, which had a dairy and granary, was first a center for a racehorse operation. Later, Mr. Fair established a registered Hereford cattle operation. After the death of Mr. and Mrs. Fair, the remaining family decided to develop a 5,000 acre portion of the ranch as a residential community. A homeowner’s association was formed in 1975 with Boots Gaubatz as the president.



In 1985, the Fair Oaks Ranch Homeowners Association began to consider incorporation as a Type A General Law Municipality. Boots, along with Bob Herring and Don King, lead the process, and are now known as the “founding fathers” of Fair Oaks Ranch. The City was eventually incorporated in 1988. Once the population of Fair Oaks Ranch reached 5,000, the city was eligible to become home rule. It wasn’t until a decade later that the draft home rule charter was introduced. In May 2017, the home rule election was held with over 90% of voters supporting the change.

Fair Oaks Ranch was created by a group of visionaries who had both the foresight and the political courage to dream of a special community and make it a reality. The ability to make the city a reality was enhanced by having a single development company for many years and working with a family that had a desire for their ranch to become a unique community. This commonality of vision was the glue that held the development process together and created such a unique city.

### Economy and Growth

Fair Oaks Ranch is located immediately northwest of the 7th largest U.S. city, San Antonio. Proximity to the Alamo City, with its vast retail, professional, and medical offerings, paired with a unique Hill Country lifestyle, support a growing commuter population. San Antonio is also home to Joint Base San Antonio, the largest joint base in the U.S. Department of Defense, which adds to the economy and diversity of the entire metro area. Fair Oaks Ranch serves as a popular retirement destination for many with its golf courses, walking trails and quiet hometown atmosphere. The City of Fair Oaks Ranch anticipates future growth as more people move into the area. San Antonio is among the fastest growing regions in the United States, and Texas is one of the national leaders for domestic migration. Much of the housing demand for new residents falls in the hill country area, so it is anticipated that new home construction will



increase in the coming years. San Antonio in particular has become a popular destination for startup and technology companies. Fair Oaks Ranch's plan for the future includes growth management tools charged with ensuring the community is prepared for this growth.

**Culture and Recreation**

Fair Oaks Ranch is the perfect destination for tranquility, with several miles of hike and bike trails that meander through the city. The City is home to an array of wildlife including white tailed deer, axis deer, Egyptian geese, foxes, ducks, hawks and many others. This proximity to diverse wildlife is one of the advantages to living in this community.



Golf carts are just as common to see on the roadways in Fair Oaks Ranch as cars, and the streets are also routinely full of cyclists and runners. The Fair Oaks Ranch Golf and Country Club offers two championship golf courses, swimming, tennis, a fitness club and fine dining.

Many other cultural and recreational facilities are within a short drive south in the San Antonio area. A 90 minute drive to the north will take you to Austin, the capital city and cultural hub of Texas. Fair Oaks Ranch is also close to New Braunfels, Canyon Lake and the Guadalupe River, all popular recreation areas, particularly in the summer months.

For a little main street charm and unique shopping experiences, the City of Boerne is less than 10 miles away. A getaway destination for many tourists, the historic downtown area is home to antique stores, bakeries, art galleries and specialty boutiques. There are also year-round parades, festivals and cultural events. Boerne also sits next to Cibolo Creek and a nationally recognized nature center.

**Education**



Fair Oaks Ranch is part of Boerne and Comal ISDs, and is home to two elementary schools, Fair Oaks Ranch Elementary and Van Raub Elementary. The public school system is large enough to offer diverse programs, and small enough to allow teachers and administrators to cultivate a personal, active interest in each student. The City engages with the students at the schools and supports programs through its Wildlife Education Committee.

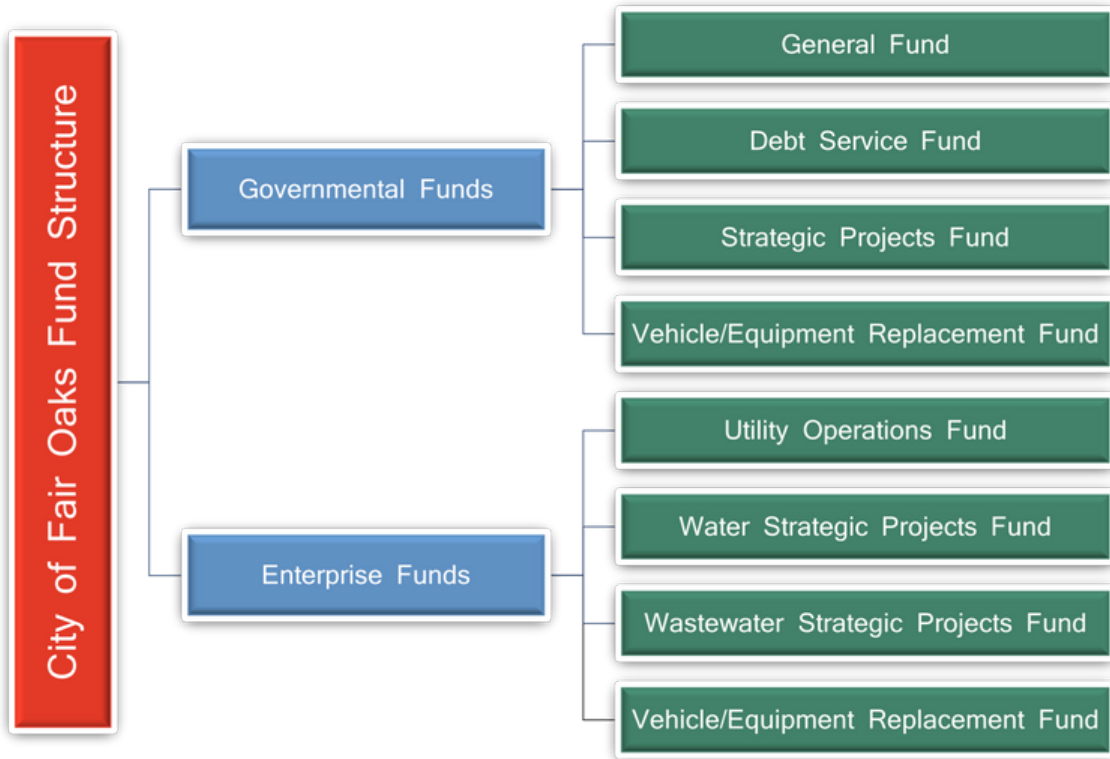




# Location of Fair Oaks Ranch



# Fund Structure of the City



## Account Structure and Description of Funds

The City maintains budgetary control of its operating accounts through the use of various funds. A “fund” is a self-balancing set of accounts with identifiable revenue sources and expenditures. It is segregated for the purpose of measuring a specific activity. Additionally, these funds are further separated into either major funds or non-major funds based on criterion that compares the amount of assets, liabilities, revenues or expenditures they report in comparison to the total governmental funds or the combination of the governmental funds and the enterprise funds.

### Governmental Funds

Most of the City’s government functions are financed through the governmental funds. These funds are generally used to account for tax-supported activities. Long-term liabilities and fixed assets are not accounted for through governmental funds. The measurement focus is to determine changes in financial position (fund balance) rather than to determine net income.

- o **General Fund**

The General Fund is a governmental fund type and the City’s primary operating fund. It accounts for all financial resources except those required to be accounted for in another fund. The General Fund includes expenditures for Administration, City Secretary, Human Resources, Finance, IT, Building Codes, Public Safety, Public Works, Engineering and Planning, and the Municipal Court.

- o **Debt Service Fund**

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest. These resources are funded through ad valorem property tax at the interest and sinking (I&S) tax rate.

- o **Capital Project Funds**

Capital Project Funds account for the proceeds of debt issuance and internal funding for the completion of capital or strategic action plan projects outside the scope of general operations, and will generally span more than one fiscal year to complete. The City currently has one capital project fund: the Strategic Projects Fund, which is funded through internal transfers from the General Fund.

- o **Vehicle/Equipment Replacement Fund**

The Equipment Replacement Fund is used to account for the replacement of all City-owned vehicles and equipment, except those assigned to the City’s enterprise funds. The City annually makes contributions into the fund to build up sufficient reserves to purchase replacement vehicles and equipment when scheduled.

### Enterprise Funds

Enterprise funds are used to account for an activity for which a fee is charged to external users for goods and services. The City reports activities for a Utility Fund which includes water and wastewater services. The Utility Fund also provides funding for an Equipment Replacement Fund for the replacement of all vehicles and equipment assigned to the utility fund, as well as Capital Project Funds for capital improvement projects and Strategic Action Plan budgets.

- o **Utility Operations Fund**

The Utility Operations Fund accounts for the revenues from water and wastewater operating activities. It includes expenditures for all operating and maintenance activities that support these services.

- o **Water Strategic and Capital Project Fund**

The Water Strategic and Capital Project Fund is used to account for financial resources, usually through internal funding from the Utility Operations Fund, to be used for the acquisition or construction of major capital facilities and strategic action plan projects for the water utility. The purpose of this fund is to separate costs that are considered non-operational, typically associated with one-time projects that are not annually occurring, or large projects which may span over multiple budget years.

- o **Wastewater Strategic and Capital Project Fund**

The Wastewater Strategic and Capital Project Fund is used to account for financial resources, usually through internal funding from the Utility Operations Fund, to be used for the acquisition or construction of major capital facilities and strategic action plan projects of the wastewater utility. The purpose of this fund is to separate costs that are considered non-operational, typically associated with one-time projects that are not annually occurring, or large projects which may span over multiple budget years.

- **Vehicle/Equipment Replacement Fund**

The Vehicle/Equipment Replacement Fund is used to account for the replacement of all City-owned vehicles and equipment assigned to the City's enterprise funds. The City annually makes contributions into the fund to build up sufficient reserves to purchase replacement vehicles and equipment when scheduled.

# Basis of Accounting & Budgeting

## Governmental Funds

Governmental funds are accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on the balance sheet. Revenues are recognized when susceptible to accrual (i.e. when they become measurable and available) and expenditures are recorded when the related fund liability is incurred.

## Enterprise Funds

Enterprise or proprietary funds are accounted for using the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when they are incurred. These funds are accounted for on a flow of economic resources measurement focus whereby all assets and liabilities associated with the operation of these funds are included on the balance sheet.

The City's basis of budgeting essentially follows the basis of accounting (modified accrual for government funds and full accrual for proprietary funds); however, there are exceptions, which are described below.

- Only revenues expected to be received during the year or soon thereafter are included in revenue estimates (budget basis).
- Only amounts that will be spent or encumbered by the end of the fiscal year are recorded as expenditures (budget basis).
- Depreciation expense is not displayed and capital expenditures and bond principal payments are shown as utilized by each fund (budget basis).
- Compensated absences (accrued but unused leave) and employee benefits are not reflected in the budget.
- Transfers are classified as revenues and expenditures (budget basis) rather than as "other financing sources or uses" (accounting basis).

## Budget Process

The fiscal year of the City of Fair Oaks Ranch begins on October 1 of each calendar year and ends on September 30 of the following calendar year. In accordance with Texas state law and generally accepted accounting standards, Fair Oaks Ranch adopts a balanced budget for each fiscal year. The budget process includes multiple phases, each of which requires a joint effort by government leaders and City staff. The budget is the financial plan and policy statement for the fiscal year of operations that matches all planned funding sources and expenditures with the program of services desired by residents of the City.

### Strategic Action Plan (SAP)

- **Development of Departmental Strategic Plan Drafts (February)**  
Based off of the goals set forth by the Council, each department head reviews and begins developing departmental Strategic Plans and operational program changes that support their strategic plan for the upcoming budget cycle. During this time, department heads review the programmed equipment replacement schedules, and meet with Human Resources to begin discussions of program changes for Full Time Equivalents.
- **Budget Workshop with City Staff (March)**  
The Finance Department meets with each department head to answer questions, help define Strategic Goals for the department and determine how those goals fit into the overall SAP.
- **Department Heads Meet with the City Manager (April)**  
Once the department heads have a working version of their strategic plan, they meet one-on-one with the City Manager to review their plans and goals for the upcoming fiscal year.

### Budget Estimates

- **City Manager and Finance Develop a Baseline Budget (March)**
- **Budget Orientation (March)**  
The City Manager and Finance Department hold a budget orientation meeting with City staff to discuss the economic condition of the City and its effects on the budget. A review of the Strategic Action Plan occurs. The calendar and operations for the upcoming budget cycle are reviewed. Department Heads begin to draft Departmental budget requests for the upcoming year. A standardized approach for budgeting operational costs occurs. Operational Budgets for each department are defined separately from strategic projects. One-time expenditures are identified, and large one-time expenditures and Strategic Action Projects are budgeted in separate Capital Projects Funds.

### Budget Development

- **Preliminary Tax Rolls Received (April)**  
The City Manager along with the Finance Director determine the guidelines for the department heads to use in preparing their budgets.
- **Budget Requests Submitted & Reviewed (April)**  
Each department aligns its Strategic Action Plan with operational and strategic project budget requests and submits these requests to the Finance Department for evaluation and compilation.
- **Budget Review Sessions with City Manager (May)**  
Staff meets with the Finance Department and City Manager to evaluate progress on continuing priorities, discuss new programs to be included in the budget, and re-evaluate each department's operational and SAP budget requests for the upcoming fiscal year.
- **Council Budget Work Sessions (June and July)**  
City Council holds a budget work session in order to discuss the draft budget. Citizens are invited, but no public testimony is allowed at the work session meetings.
- **Certified Tax Rolls Received (July)**  
The Finance Department incorporates these numbers and delivers a proposed budget to City Manager for review. The final proposed budget is discussed, and any concerns are addressed.

### Budget Presentation, Consideration and Adoption

Once the Council has completed its work sessions and review, the City Manager's proposed budget is filed with the City Secretary and made available to the public as required by State Law. Steps for the budget presentation, consideration, and adoption follow Texas Local Government Code as well as Truth in Taxation Laws.

- **Council Adopts the FY 2022-2023 Annual Budget and Tax Rate (September)**
- **FY 2022-23 Annual Budget is Published (September/October)**

- **Budget is Amended if Necessary (After fiscal year has begun)**

*Supplemental Appropriations:* If, during the fiscal year, the City Manager certifies that there are appropriation revenues in excess of those estimated in the budget, the Council may make supplemental appropriations for the year up to the amount of such excess.

*Transfer of Appropriations:* At any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a fund. Upon written request by the City Manager, the Council may, by ordinance, transfer part or all of any unencumbered appropriation balance from one Fund to another, or make an adjustment to a restricted fund.

|

## Advisory Boards and Commissions

**Planning and Zoning Commission.** The Planning and Zoning Commission (P&Z) acts as an advisory group to the City Council in required and discretionary land use matters associated with the following: Comprehensive Planning, Zoning, Subdivision Platting and other growth management initiatives related to the physical development of the City. Commission members serve three year staggered terms with no term limits. Members are appointed by the City Council.

- |                           |               |                        |
|---------------------------|---------------|------------------------|
| Linda Tom                 | David Horwath | Dale Pearson           |
| Bobbe Barnes, Chairperson | Burney Martin | Lamberto "Bobby" Balli |
| Marty Bryant              |               |                        |

**Municipal Development District Board.** The Fair Oaks Ranch Municipal Development District Board (MDD) was created by voters on May 7, 2011 in accordance with Chapter 377 of the Texas Local Government Code. It began receiving a 1/2 percent sales tax in 2011 on all items in the district that are subject to the local sales tax. As a result of the MDD formation our ad valorem tax rate did not increase but these funds can now directly benefit our City and residents.

The MDD's mission is to approve funding for economic development, retention and improvement of the district, and for improvement of short and long term property values. Priorities for expenditures of resources are aligned to the City's Comprehensive Plan and the MDD's adopted mission, goals and objectives. MDD boundaries include the City of Fair Oaks Ranch and portions of the ETJ within Bexar and Kendall Counties, but not Comal County.

- |                                    |                                      |                          |
|------------------------------------|--------------------------------------|--------------------------|
| Laura Koerner, President           | Nicholas DiCianni, Vice President    | Mike Lovelace, Treasurer |
| Roy Elizondo, Secretary            | David Fairhurst                      | Rachelle Garcia          |
| Summer Fleming, Investment Officer | Amanda Valdez, Deputy City Secretary | Stephen Robertson        |

**Board of Appeals.** The role of the board is to hear and decide appeals of orders, decisions, or determinations made by the Building Official relative to the application and interpretation of the International Building Code, International Residential Code for One and Two Family Dwellings, International Energy Conservation Code, International Plumbing Code and National Electric Code.

- |              |               |             |
|--------------|---------------|-------------|
| Jenks Boston | Earl Hamilton | Walter Wong |
|--------------|---------------|-------------|

**Zoning Board of Adjustments.** The Zoning Board of Adjustment shall hear and decide appeals when error is alleged in any order, requirement, decision or determination made by an administrative official of the City in the enforcement of any zoning related decisions. The Zoning Board of Adjustment may reverse or affirm, in whole or in part, or modify the administrative official's order, requirement, decision, or determination from which an appeal is taken and make the correct order.

- |                             |                  |                             |
|-----------------------------|------------------|-----------------------------|
| Michael Rey, Chairperson    | Laurence Nichols |                             |
| Dean Gaubatz                | J.C. Taylor      | Roderick Terrell, Alternate |
| Jonathan Lisenby, Alternate |                  |                             |

**Capital Improvements Advisory Committee.** The Capital Improvements Advisory Committee (CIAC) was established to comply with the Section 395.058 Texas Local Government Code-Chapter 395. This committee is responsible for assisting the City in development of Land Use Assumptions, Capital Improvement Plans, and reviewing of impact fees.

- |                               |                 |                                             |
|-------------------------------|-----------------|---------------------------------------------|
| Joe DeCola                    | Marcus Garcia   | Paul Mebane, Chairperson                    |
| John Guidry                   | Dana Green      | Ben Koerner                                 |
| Seth Mitchell                 | Arthur Waterman | Christopher Weigand                         |
| Council Liaison: Emily Stroup |                 | City Liaisons: Grant Watanabe, Sandy Gorski |





**Wildlife Education Committee.** The Wildlife Education Committee (WEC) is responsible for developing a proactive program using educational materials to help us all better enjoy and coexist with the bounties of nature we are blessed to have in our community.

**Audit Committee.** The Audit Committee has three goals. First, it must satisfy itself that management is maintaining a comprehensive framework of internal control. Second, it must ensure that management's financial reporting practices are assessed objectively. Third, it needs to determine that the financial statements are properly audited and that any problems disclosed in the course of the audit are resolved.

Roy Elizondo                      Chesley Muenchow                      Greg Maxton  
Liaison: Summer Fleming

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# BUDGET OVERVIEW

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# Strategic Action Plan

### Purpose of the Strategic Action Plan

The Strategic Action Plan acts as a planning and budgeting tool that guides the annual development of the City's budget. In support of the City's overall Vision and Mission, certain citizen driven service expectations and risk mitigation strategies were identified, some of which will span the next 5-7 years. The City of Fair Oaks Ranch is in a period of dynamic change as it matures to build-out over the next decade. The purpose of the Strategic Action Plan is to keep the City of Fair Oaks Ranch on the desired course during this time of change and beyond. Five (5) foundational focus areas called "Pillars" were first defined, and then were detailed into priority areas on which to focus for the next 5-7 years. City Council reviews progress towards initiatives, and analyzes specific projects for inclusion in the budget process on an annual basis. Performance measures were developed by Staff as a means to align operations with Council's Strategic Priorities.

## Vision

To offer the ideal place to call home in the hill country, guided by strong community values and responsible growth, that provides residents of all ages a place to relax and reconnect.

## Mission

To deliver exceptional public services, preserve the natural beauty of our City, protect and promote quality of life, and foster community engagement

### The Strategic Action Planning Process

The Strategic Action Plan is reviewed each year as part of the budget process to reflect changing priorities and to provide a framework for identifying financial requirements in the upcoming budget cycle. Priority projects are identified; costs are estimated; and possible funding sources are acknowledged. Recommended projects are reviewed by the City Manager and presented to City Council for final approval along with the annual budget.

### Costs included in the Strategic Projects

Both the Governmental and Enterprise Funds have Strategic and Capital Projects Funds. The Strategic Projects Funds qualify as Capital Improvement Project Funds for purposes of GASB reporting. The Funds include public physical improvements to be constructed with estimated resources available to finance the projected expenditures, as well as large expenditures for building foundational tools in the City's Growth Management, Operational Excellence and Risk Mitigation frameworks.

Capital and Strategic Projects coordinate directly with the Strategic Action plan and typically qualify as non-operational, or may span over multiple budget years. Non-Operational costs are typically associated with one-time projects that are not annually recurring, or meet the capitalization thresholds as defined by the City's financial management policy.

The Governmental Strategic Projects Fund includes non-utility, non-operational projects such as streets, drainage, master planning and general government facilities. Typically, these projects will be funded via general obligation bonds, certificates of obligation, tax revenue, or other financing methods. On the Enterprise Funds side there are 2 separate Strategic Projects Funds, 1 for Water, and 1 for Wastewater. These Enterprise Strategic Projects Funds include utility non-operational projects for water and wastewater infrastructure, capital planning, and Utility facilities. Typically, Enterprise Funds projects will be funded via user fees, certificates of obligation, long-term debt, or other financing methods.

### Coordination with Outside Entities

While the City of Fair Oaks Ranch installs and maintains a significant number of capital projects within its jurisdiction, there are numerous other entities responsible for infrastructure in the area. Bexar County, Kendall County, Comal County, the Texas Department of Transportation (TxDOT), San Antonio Water System (SAWS), the Guadalupe-Blanco River Authority (GBRA) are just a few of the other partners that play a critical role in building and maintaining the infrastructure in the area surrounding the City of Fair Oaks Ranch. This Plan is limited to projects the City contributes funding through the City's budget.



# ALIGNMENT OF MISSION AND VISION WITH STRATEGIC PILLARS AND PRIORITIES

In support of the City’s overall Vision and Mission, certain citizen driven service expectations and risk mitigation strategies have been identified, some of which will span the next five to seven years. The City of Fair Oaks Ranch is in a period of dynamic change as it matures to build-out over the next decade. The purpose of the Strategic Plan is to keep the City of Fair Oaks Ranch on the desired course during this time of change and beyond. Five foundational focus areas called "Pillars" were first defined, were then detailed into priority areas on which to focus for the next 5-7 years. City Council reviews progress towards initiatives, and analyzes specific projects for inclusion in the budget process on an annual basis. Performance measures were developed by Staff as a means to align operations with Council's Strategic Priorities.

	<p><b>Financial Integrity</b> Securing Fair Oaks Ranch's future involves strengthening the city's financial condition by implementing strong management strategies within the organization. This priority also involves risk mitigation, and identifying funding strategies to support City goals and initiatives.</p>	<p><b>Strategic Priority Areas</b></p> <ul style="list-style-type: none"> <li>· Budget Processes</li> <li>· Long –Range Forecasting</li> <li>· Risk Inventory and Mitigation</li> <li>· Sustainable Financing Strategies</li> <li>· Financial Reporting Reliability</li> </ul>
	<p><b>Responsible Growth Management</b> Based on the Comprehensive Plan, the City will be experiencing significant growth over the next several years. The City and its leadership need to be active participants in addressing regional issues and planning efforts. The City also needs to be represented and visible at all legislative levels.</p>	<p><b>Strategic Priority Areas</b></p> <ul style="list-style-type: none"> <li>· Comprehensive Plan</li> <li>· Infrastructure Master Plans</li> <li>· Mobility &amp; Multimodal Connectivity</li> <li>· Proactive Placemaking</li> <li>· Environmental Sustainability</li> </ul>
	<p><b>Reliable and Sustainable Infrastructure</b> Based on projected residential growth and local demand for resilient streets and utilities, the construction and maintenance of high-quality public infrastructure is a priority.</p>	<p><b>Strategic Priority Areas</b></p> <ul style="list-style-type: none"> <li>· Water Continuity</li> <li>· Wastewater Continuity</li> <li>· Drainage Continuity</li> <li>· Roadway Continuity</li> <li>· City Facility Continuity</li> </ul>
	<p><b>Public Health, Safety and Welfare</b> Ensuring the safety of the public continues to be among our highest priorities; this means hiring and training quality first responders and working to ensure continuity of 3rd party provided services.</p>	<p><b>Strategic Priority Areas</b></p> <ul style="list-style-type: none"> <li>· Police Services Continuity</li> <li>· Fire Services Continuity</li> <li>· EMS Continuity</li> <li>· Community Outreach</li> </ul>
	<p><b>Operational Excellence</b> Government must have an awareness of citizens’ needs while striving to provide the level of services that citizens desire. This can be achieved by managing the price of government, introducing innovative business practices, hiring quality employees, and leveraging partnerships to save resources.</p>	<p><b>Strategic Priority Areas</b></p> <ul style="list-style-type: none"> <li>· HR Programs</li> <li>· Communication Strategy</li> <li>· Service Expectations</li> <li>· IT Continuity and Master Plan</li> <li>· Interlocal Partnerships</li> </ul>

# Pillar 1 : Financial Integrity

## PRIORITY AREAS AND PROJECTS

Citizen-driven mandates include remaining a bedroom community with very little commercial activity. This lack of revenue diversification leaves the City highly dependent on property taxes, which represent over 69% of General Fund revenue as compared to the average Texas City's 36%. As the City transitions toward buildout, it will be essential for citizens to comprehend the long-term financial impacts associated with funding services that reflect the values of the community through a programmed dependency on residential property taxes. This dependency combined with the City's aging infrastructure requires a strong focus on financial integrity in the next several years as the City develops a 5-10 year financial plan.

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>1.1: Develop &amp; Maintain a Budget process that links with the Strategic Action Plan</b>								
1.1.1 Implement recurring budget/SAP review process utilizing new budget software (ClearGov)								
1.1.2 Implement sustainable recurring budget/SAP process and procedures								
1.1.3 Improve Budget Deliverables to GFOA Standards								
1.1.4 Redesign Enterprise Budget Process and Rate Model								
<b>1.2: Develop a Five-Year Forecast</b>								
1.2.1 Develop Five-Year Revenue & Operational Projections								
1.2.3 Develop Five-Year CIP projections								
<b>1.3: Develop a Risk Inventory and mitigation strategies</b>								
1.3.1 Complete Internal Controls framework for Financial Statement Controls								
1.3.2 Develop a Risk Inventory for operational risks								
1.3.3 Implement internal controls for financial and operational risks								
<b>1.4: Develop Sustainable Financing Strategies aligned with service delivery expectations</b>								
1.4.1 Implement a sustainable and equitable drainage funding source for stormwater								
1.4.4 Update Water Impact Fee Study								
1.4.5 Update Wastewater Impact Fee Study								
1.4.7 Address sales tax base - sales tax audit								
1.4.8 Negotiate and update new franchise fee agreements								
1.4.9 Develop a sustainable and equitable Water Rate								
1.4.10 Develop a sustainable and equitable Wastewater Rate								
1.4.11 Evaluate and Develop Capital Replacement Funding (Vehicles/Equipment, Facilities, Infrastructure)								
<b>1.5: Ensure continuity and excellence of Financial Reporting Reliability</b>								
1.5.1 Complete Reserve Studies								
1.5.3 Assess Monthly and Quarterly financial reporting deliverables								
1.5.4 Reconcile Impact Fees								
1.5.6 Review and Update Financial Management Policies								
1.5.7 Implement Storm Water Utility Cost Center and Business Functions								
<b>1.6: Implement Procurement Function</b>								
1.6.1 Hire Procurement Manager								
1.6.2 Establish Procurement Policy to include purchases, credit card purchases, employee reimbursables, etc.								
1.6.3 Implement Purchase Order Process in Incode and create Citywide SOP								
1.6.4 Formalize process for contracts execution and compliance								



## Pillar 2 : Responsible Growth Management

### PRIORITY AREAS AND PROJECTS

Based on the Comprehensive Plan, the City will experience significant growth over the next several years. The City and its leadership need to be active participants in addressing regional issues and planning efforts. The City also needs to be represented and visible at all legislative levels.

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>2.1: Manage the physical development of the city in accordance with the Comprehensive Plan</b>								
2.1.1 Update International Family of Building and Life Safety Codes (every 3 years)								
2.1.2 Update Comprehensive Plan and Unified Development Code								
2.1.3 Develop and implement turnkey predevelopment process/development handbook								
2.1.4 Update Health Inspection Ordinance								
2.1.5 Expand Fire Inspection and ultimately Fire Marshall roles								
2.1.6 FM 3351 Owners Rep/Project Management & Utility Relocation								
2.1.7 Development Incentives								
2.1.8 Implement Building Codes Online Payment Processing through the City's Financial System								
<b>2.2: Implement and update Infrastructure Master Plans</b>								
2.2.1 Develop project criticality chain and funding plan (Water CIP)								
2.2.2 Develop project criticality chain and funding plan (Wastewater CIP)								
2.2.3 Develop project criticality chain and funding plan (Drainage CIP)								
2.2.4 Evaluate and update Master Plans (Waster, Wastewater)								
2.2.5 Evaluate and update Comprehensive Plan and UDC								
2.2.6 Evaluate and update Master Plans (Drainage)								
<b>2.3: Enhance Local Mobility &amp; Multimodal Connectivity</b>								
2.3.1 Update Street Signage Citywide (Operational budget 01-640-254)								
2.3.2 Develop and Implement a cityROW Beautification ROW								
2.3.3 Improve Access to Preserve and Park								
2.3.4 Traffic Impact Analysis								
<b>2.4: Align Proactive Place Making Strategies with the MDD</b>								
2.4.1 Develop City Sponsored Application for Gateway Infrastructure *Contingent on MDD approval								
2.4.2 Develop MDD owners representation consulting agreement *Contingent on MDD approval								
2.4.3 Infrastructure Project Development *Contingent on MDD approval								
2.4.5 Align and update Civic Center Agreement between City and MDD								
<b>2.5: Develop, Implement &amp; Update Environmental Sustainability Programs</b>								
2.5.1 Implement Municipal Separate Storm Sewer System (MS4) permit requirements								
2.5.2 Water Conservation Improvements								
2.5.3 Establish a Rebate Program (TGRGCD, In-House, etc)								
2.5.4 UDC Requirements for New Developments (Tree Preservation, Open Space, Conservation)								
2.5.5 Create a Geological Features Map								
2.5.6 Develop and Implement Tree preservation and Oakwilt Assessment Program								



## Pillar 3: Reliable and Sustainable Infrastructure

### PRIORITY AREAS AND PROJECTS

The City of Fair Oaks Ranch is over 30 years old and is beginning to see the aging of its infrastructure and systems. Several master plans have been developed over the past three years, including master water and wastewater plans, drainage plans, and a pavement assessment plan. The result of these plans was a path forward over the next several years of critically important infrastructure updates as outlined below and within the adopted Capital Improvement Plans.

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>3.1: Enhance &amp; Ensure Continuity of Reliable Water Resources in Accordance with CCN Obligations</b>								
3.1.1 Implement and Educate regarding the Backflow Prevention Compliance program								
3.1.15 Evaluate & Secure Future water supply in accordance with adopted master plans								
3.1.17 Develop a Long-term water improvement Plan for fire protection utilizing Master Plan								
<b>3.2: Enhance &amp; Ensure Continuity of Reliable Wastewater Treatment in Accordance with CCN Obligations</b>								
3.2.15 Implement Wastewater System EPA Risk Assessment and Emergency Response Plan								
3.2.5 Improve the Capacity, Maintenance, Operation and Maintenance (CMOM) EPA program								
<b>3.3: Enhance &amp; Ensure Continuity of Reliable Drainage Improvement Initiatives</b>								
3.3.1 Establish a programmed and systematic approach for Drainage Improvements from Master Plan (CIP)								
<b>3.4: Enhance &amp; Ensure Continuity of Reliable Roadway Improvement Initiatives</b>								
3.4.1 Develop Roadway Master Maintenance and Rehabilitation Capital Improvement Plan								
3.4.2 Assess annual road maintenance program								
3.4.3 Conduct long-term road condition analysis (traffic studies, PCI, etc.)								
3.4.4 Evaluate, Implement and maintain a road rehabilitation plan								
<b>3.5: Enhance &amp; Ensure Continuity of Reliable City Facilities</b>								
3.5.2 Develop a City Facilities Master Plan								
3.5.3 Develop a Citywide space plan								
3.5.4 City Hall Renovation-Construction								
3.5.5 Develop plan for a civic center building and campus								
3.5.6 City Hall Renovation - Equipment and Furniture								

# Pillar 4: Public Health, Safety and Welfare

## PRIORITY AREAS AND PROJECTS

Maintaining a high level of service from the City's Police, Fire, and EMS has been indicated as a priority to the City's residents. Additionally, as the relationship between our service providers for Fire and EMS evolves, the City must be in a position to continue to provide superior services.

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>4.1: Enhance &amp; Ensure Continuity of Police Services</b>								
4.1.1 Implement Police Salary and Benefit Plan								
4.1.6 Develop a standards of cover and utilization study								
4.1.7 Implement findings from standards and utilization study								
4.1.8 K9 Additional Unit								
4.1.9 Review Organizational Structure to Ensure Continuity of Leadership								
4.1.10 Develop a formal recognition program to boost morale/retention								
<b>4.2: Develop a Long-Term Strategy for Continuity of Fire Services</b>								
4.2.1 Develop a standards of cover and utilization study								
4.2.2 Implement findings from standards and utilization study								
<b>4.3: Develop a Long-Term Strategy for Continuity of Emergency Medical Services</b>								
4.3.1 Develop a standards of cover and utilization study								
4.3.2 Implement findings from standards and utilization study								
<b>4.4: Enhance &amp; Maintain Public Safety Community Outreach Initiatives</b>								
4.4.1 Develop a School Resource Officer Program to provide security and promote communication with schools								
<b>4.5: Establish a Formal Emergency Response Plan</b>								
4.5.1 Develop an incident command hierarchy								
4.5.2 Develop and document a Continuity of Operation Plan								
4.5.3 Ensure senior staff is properly certified/trained for EOC (NIMS/ICS)								



# Pillar 5: Operational Excellence

## PRIORITY AREAS AND PROJECTS

Maintaining a high level of customer service is a core function. The City operates through a multitude of service providers and plays a critical role in directly providing municipal services along with supporting and coordinating many others. The City most often serves as the first point of contact for residents and businesses.

The City's ambitious vision and mission cannot be implemented without highly skilled, trained, and motivated people. Ensuring the highest degree of effectiveness and customer service at all levels is an utmost priority. Providing facilities and resources to ensure a productive work environment and encourage a culture of innovation and creative problem-solving is key. Providing effective two-way communications with residents is essential. As the City experiences change and growth in the coming years, it will be important to develop a sustainable atmosphere of trust and transparency within the community.

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>5.1: Evaluate and Implement key HR Programs that Promote Organizational Design and Development</b>								
5.1.1 Evaluate & Update Compensation and Benefit Plans inclusive of Exempt/Non-Exempt status								
5.1.2 Evaluate & Update Employee Handbook (Legal)								
5.1.3 Evaluate, Update & Develop Talent Management Processes/Programs								
5.1.4 Evaluate & Implement technology to improve efficiency within HR (NeoGov)								
5.1.5 Research & Design Learning & Development Training Programs								
5.1.6 Review and Update Performance Evaluation Processes								
<b>5.2: Develop &amp; Implement a Proactive Communication Strategy</b>								
5.2.2 Develop and implement a communications strategy and marketing program (logo/branding)								
5.2.4 Create collaborative partnerships with schools, FORHA, business organizations and governments								
5.2.5 Develop and implement live stream and video capabilities for council meetings								
<b>5.3: Evaluate &amp; Update Service Delivery Expectations &amp; Best Practices</b>								
5.3.2 Develop and implement a records management plan								
5.3.3 Develop and implement digitization program for city records								
5.3.5 Implement paper-lite processes and procedures - Municipal Court								
5.3.6 Streamline Judge and Prosecutor case flow processes - Municipal Court								
5.3.7 Develop Risk mitigations and corrections strategies - Municipal Court								
5.3.8 Enhance online services for case management and customers - Municipal Court								
5.3.10 Implement agenda management program								
5.3.11 Evaluate and implement Public Information Request software programs								
5.3.12 Implement Fuel Station for City Fleet Vehicles								
<b>5.5: Evaluate &amp; Update IT Infrastructure, Software, &amp; Security</b>								
5.5.1 Define and Develop & Implement Core components of the IT master Plan								
5.5.2 Conduct IT risk analysis and vulnerability assessment								
5.5.3 Implement Cyber Security Processes and Procedures								

# CAPITAL IMPROVEMENT PLAN

A Capital Improvement Plan (CIP) is a multi-year forecast which identifies major capital projects requiring the use of public funds over and above routine annual operating expenses.

A capital project creates, improves, replaces, repairs, or permanently adds to City assets including land, site improvements, streets, bridges, utility improvements, major equipment, and computer hardware purchases.

This CIP is a supplement to the City’s larger strategic action plan, and is aligned with the mission, values and Pillars set forth by the City Council. This plan outlines the City’s large capital projects and their corresponding timelines.

## Reliable and Sustainable Infrastructure - Drainage CIP

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

		2020	2021	2022	2023	2024	2025	2026	2027
<b>3.3: Enhance &amp; Ensure Continuity of Reliable Drainage Improvement Initiatives</b>									
3.3 Projects	Design, construct, and complete drainage projects as identified in the five-year capital improvements plan								
3.3.2	Drainage 7840 Silver Spur Trail (Drainage CIP # 17)								
3.3.3	Drainage 29010 Tivoli Way (Drainage CIP #34)								
3.3.4	Drainage 7715 Fair Oaks Parkway (Drainage CIP #25)								
3.3.5	Drainage 8410 Noble Lark Dr. (CIP# 36)								
3.3.6	Drainage 29314 Sumpter Drive (CIP# 32)								
3.3.7	Drainage 7967 Turf Paradise Lane (Drainage CIP #37)								
3.3.8	Drainage 7900 Fair Oaks Parkway (Drainage CIP #30)								
3.3.9	Drainage 7820 Rolling Acres Trail (Drainage CIP #5)								
3.3.10	Drainage Repairs at Rockinghorse Lane (Drainage CIP #61)								
3.3.11	Drainage Ammann Road Low Water Cross (CIP# 1)								
3.3.12	Drainage 8426 Triple Crown (CIP# 41)								
3.3.13	Drainage 7420 Rolling Acres Trail (CIP#6)								
3.3.14	Drainage 8472 Rolling Acres Trail (CIP# 2)								
3.3.15	Drainage 31988 Scarteen (CIP# 44)								
3.3.16	Drainage 7644 Pimlico Lane (CIP# 46)								
3.3.17	Drainage 8040 Rolling Acres Trail (CIP# 4)								
3.3.18	Drainage 7740 Pimlico Lane (CIP# 42)								
3.3.19	Drainage 32030 Scarteen (CIP# 53)								
3.3.20	Drainage 8312 Triple Crown (CIP #43)								
3.3.21	Drainage 8045 Flagstone (CIP# 63)								
3.3.22	Drainage 28907 Chartwell Lane (CIP #35)								
3.3.23	Drainage 8622 Delta Dawn (CIP# 15)								
3.3.24	Drainage 8037 Rock Oak Circle (CIP# 58)								

## Reliable and Sustainable Infrastructure - Roadway CIP

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

3.4: Enhance & Ensure Continuity of Reliable Roadway Improvement Indicatives		2020	2021	2022	2023	2024	2025	2026	2027
3.4	Projects Design, construct, and complete roadway projects as identified in the five-year capital improvements plan								
3.4.5	Texdot HSIP (Hwy Safety Improvement Program) - Ammann Road								
3.4.6	Texdot HSIP (Hwy Safety Improvement Program) - Roundabout at Fair Oaks Pky and Dietz Elkhorn								
3.4.7	Modify Chartwell and Dietz Intersection								
3.4.8	Bond Development Program								
3.4.9	Right Turn School Lane at Van Raub Elementary School and Dietz								
3.4.10	Dietz Elkhorn Roadway reconstruction, Addition of ped/bike amenities, drainage/utility adjustments								
3.4.11	Ammann Rd Roadway reconstruction, Addition of paved shoulders, drainage/utility adjustments								
3.4.12	Rolling Acres Roadway reconstruction, Addition of paved shoulders, drainage/utility adjustments								
3.4.13	Post Oak Tr Roadway reconstruction, Addition of paved shoulders, drainage/utility adjustments								
3.4.14	Connect sidewalk between both Elkhorn Ridge subdivision entrances on the north side of Dietz Elkhorn								
3.4.15	Battle Intense Reconstructing sidewalk curb. Long term solutions will include reconstruction of headwall								

## Reliable and Sustainable Infrastructure - Water/WW CIP

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

3.1: Enhance & Ensure Continuity of Reliable Water Resources in Accordance with CCN Obligations		2020	2021	2022	2023	2024	2025	2026	2027
3.1	Projects Design, construct, and complete water projects as identified in the five-year capital improvements plan								
3.1.2	Plant 2 Hydropneumatic Tank and Variable Frequency Drives (1W)								
3.1.3a	Upgrade various Mechanical/Structural/Electrical at Elmo Davis Pump Station & GST's (1R, 2R)								
3.1.3b	Upgrade Electrical at Elmo Davis Pump Station (3R)								
3.1.4	Replace Existing Waterline - Creek Crossings West (not Impact Fee)(6R)								
3.1.5	Replace Willow Wind Drive/Red Bud Hill Water Line (not Impact Fee)(29R)								
3.1.6	Build Elevated Storage Tank with Plant 3 Upgrades, System PRVs, and 12-inch waterline (2W)								
3.1.7	Update and Repair Water Treatment Plant Buildings								
3.1.8	Well 27 Electrical (15R)								
3.1.9	Install Variable Frequency Drives at Plant No. 2 (Combined with 3.1.2)								
3.1.10	Replace Rolling Acres Trail Water Line Rehabilitation								
3.1.11	Expand Plant No. 5 Zone B (400 gpm) and Install new 0.5 MG GST with Solar Bee system (impact fee) (5W)								
3.1.12	Expand Elmo Davis Water Plant Zone C (650 gpm) (impact Fee) (6W)								
3.1.13	Upgrade Electrical/Instrumentation at Plant No. 3 Pump Station (5R)								
3.1.14	Reroute Fair Oaks Parkway Water Line (30R)								
3.1.16	Build Plant No. 6 and New GBRA Delivery Point (11W)								
3.1.18	Create Regional Partnerships for future Utility and Infrastructure Needs								
3.1.19	Establish a Water Tank Maintenance and Repair Program (operations budget)								
3.1.21	Implement Water System EPA Risk Assessment and Emergency Response Plan								
3.1.22	Replace Existing Waterline - Central								
3.1.23	Replace Existing Waterline -Keeneland								
3.1.24	Old Fredericksburg Waterline (Added to SAP for FY 21-22) (not impact fee)								
3.1.25	Well K6 Electrical (11R)								
3.1.26	Well CR1 Electrical (16R)								
3.1.27	Well 31 Mechanical (19R)								
3.1.28	Well 9 Electrical (13R)								
3.1.29	Pump Station - New 2.0 MGD (1RU)								

	2020	2021	2022	2023	2024	2025	2026	2027
<b>3.2: Enhance &amp; Ensure Continuity of Reliable Wastewater Treatment in Accordance with CCN Obligations</b>								
<b>3.2 Projects Design, construct, and complete wastewater projects as identified in the five-year capital improvements plan</b>								
3.2.1 Upgrade and Expand the WWTP Effluent Transfer Pump Station (27R)								
3.2.2 Existing Wastewater Treatment Plant Improvements - Solids Handling Improvements (4R)								
3.2.3 Install 8-inch Gravity Sanitary Sewer Line and Decommission Falls Lift Station (1S)								
3.2.4 Finalize & Advance Wastewater Treatment Plant Study (2.1S)								
3.2.6 Implement Mechanical System Improvements at School Lift Station (8R)								
3.2.7a Implement Instrumentation System Improvements at Deer Meadows Lift Stations No 1 (10R)								
3.2.7b Implement Instrumentation System Improvements at Deer Meadows Lift Stations No 2 (9R)								
3.2.8 Install SCADA at the Live Oak and Blackjack Chlorine Booster Stations								
3.2.9 Install New Gravity Trunk Line from Old WWTP to New WWTP (3S)								
3.2.10 Upgrade Reuse Water System: 2.0 MGD Pump Station (1RU)								
3.2.11 New Wastewater Treatment Plant/Decommission Old (2S)								
3.2.13 Update and Repair Wastewater Treatment Plant Buildings - repair road (Operational budget 05-502-150)								
3.2.16 1.6 MGD Lift Station and 12" Force Main to New WWTP (4S)								

## Operational Excellence - Information Technology CIP

PROJECT STATUS LEGEND	
	Project Planning Phase
	Funds budgeted for this project
	Project Completed/Operational
	Project Cancelled

	2020	2021	2022	2023	2024	2025	2026	2027
<b>5.5: Evaluate &amp; Update IT Infrastructure, Software, &amp; Security</b>								
<b>5.5 Projects Develop and implement IT Infrastructure projects as defined in the equipment and replacement plan</b>								
5.5.4a Update Work Order System with GIS Compatible software-GF								
5.5.4b Update Work Order System with GIS Compatible software-W								
5.5.4c Update Work Order System with GIS Compatible software-WW								
5.5.5 Improve use of SCADA data								
5.5.6 Define and Develop SCADA program based on build-out functional needs								
5.5.7 City Hall Cabling and Network Infrastructure for City Hall								
5.5.8 Increase Redundancy at PD building								
5.5.9 Overhaul network connections to WWW plants								
5.5.10 Phone System Upgrade								
5.5.11 Virtualize Aquametric and SCADA								
5.5.12 EOC Planning, emergency planning								
5.5.13 Workstations-Inventory/Audit and replacement schedule								
5.5.15 GPS on City vehicles								
5.5.16 Decommission IT hardware								
5.5.17 IT Ticketing System (SLAs, customer feedback)								
5.5.19 Assess HVAC in PD server room through a study								
5.5.20 Servers Group#1 -2008, Servers Group#2 - 2012								
5.5.21 Old data stored in incompatible formats(Lotus 123, Microsoft Works, etc.)								
5.5.22 Data Retention								
5.5.23 DLP (data loss prevention): Varonis								
5.5.24 Encrypted Emails (hardware: Zix vs Software)								
5.5.25 Software Consolidation (services /data) Inventory, Planning, Execution								
5.5.27 Access Controls - to the building								
5.5.28 Multi-Factor Authentication								
5.5.29 Certificate Servers								
5.5.30 Address the results of the vulnerability assessment								
5.5.31 IT Penetration Testing								
5.5.32 Cyber Security Framework								
5.5.33 Network Access Protection								
5.5.35 IPS + firewall upgrade								
5.5.36 Continuous Monitoring Solution								
5.5.37 Hard Drive Encryption								
5.5.38 SIEM (security information and event management)								
5.5.39 Increase SAN/Backup Efficiency & Storage Capacity for PD CID data files								





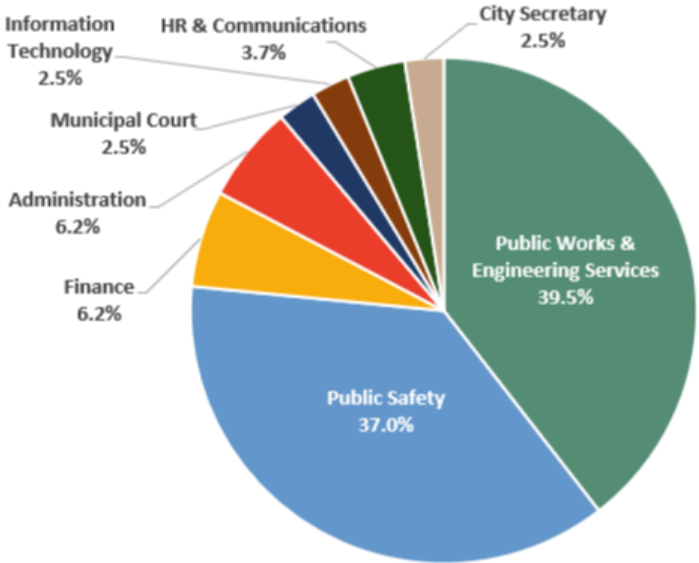
# City of Fair Oaks Ranch Budgeted Staffing

<b>Department</b>	<b>FY 18-19</b>	<b>FY19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>
Administration	3	5	5	5	5
Public Works & Engineering Services	29	29	29	31	32
Public Safety	28	28	28	28	30
Finance	6	6	5	5	5
Information Technology	0	0	2	2	2
Municipal Court	2	2	2	2	2
HR & Communications	2	2	2	3	3
City Secretary	4	2	2	2	2
<b>Total</b>	<b>74</b>	<b>74</b>	<b>75</b>	<b>78</b>	<b>81</b>

## Explanation of Significant Position Changes for Fiscal Year 2022-23

- 2 School Resource Officer positions were added to the Public Safety Department
- 1 Mechanic position was added to Public Works

## Full Time Equivalents (FTE) by Department



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# OVERVIEW OF REVENUE ASSUMPTIONS

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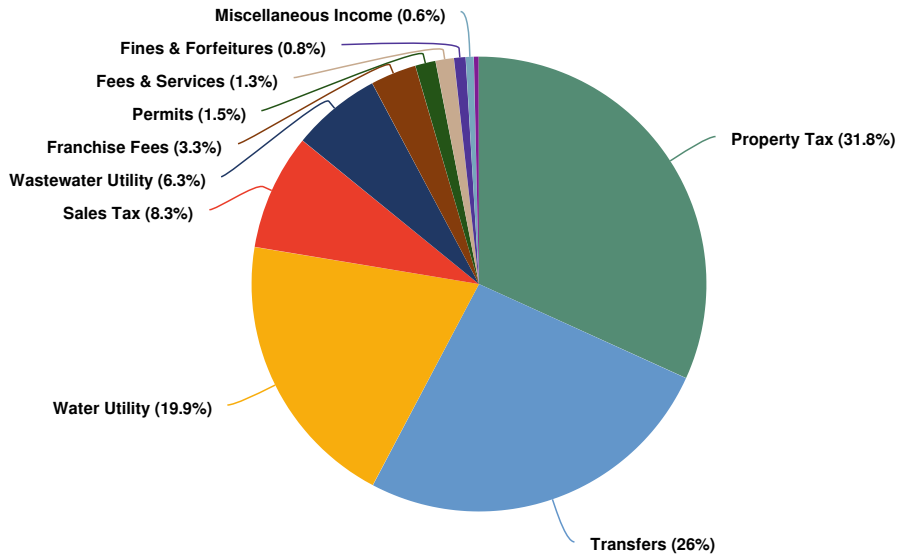
## Overview of Revenue Sources and Assumptions

Revenue is estimated based upon historical data, current economic conditions and other demographic data. The City's revenue budget estimation takes into consideration many unique elements that respond to a variety of external factors such as population growth, development, inflation, and interest rates. The City of Fair Oaks Ranch applies a conservative philosophy that will produce a long-term goal of neither overstating revenues nor understating expenditures. During our revenue estimation process, the City tries to consider as many factors as possible that may contribute to changes in revenues. The City of Fair Oaks Ranch obtains revenue from several sources, but relies heavily on residential property tax.

**\$21,257,597** **\$2,684,496**  
 (14.45% vs. prior year)

### Total City Revenues by Source

#### Projected 2023 Total City Revenue Revenues by Source



Name	FY2019 Actual	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted
Revenue Source				
Property Tax	\$5,693,547	\$6,444,218	\$6,316,647	\$6,757,701
Sales Tax	\$877,315	\$1,460,542	\$1,595,018	\$1,758,683
Investment Income	\$140,607	\$4,345	\$9,000	\$73,000
Franchise Fees	\$618,758	\$651,534	\$618,200	\$692,050
Transfers	\$1,924,227	\$2,502,441	\$2,594,813	\$5,517,575
Permits	\$253,815	\$499,777	\$400,000	\$309,075
Animal Control	\$3,405	\$1,120	\$1,250	\$1,135

Name	FY2019 Actual	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted
Fines & Forfeitures	\$137,176	\$139,753	\$129,923	\$176,300
Fees & Services	\$241,869	\$266,691	\$278,251	\$277,903
Miscellaneous Income	\$44,260	\$245,512	\$13,400	\$123,020
Other Financing Sources			\$920,210	\$0
Water Utility	\$3,868,621	\$4,268,594	\$4,325,991	\$4,222,630
Wastewater Utility	\$1,127,937	\$1,415,841	\$1,370,398	\$1,348,525
<b>Total Revenue Source:</b>	<b>\$14,931,536</b>	<b>\$17,900,368</b>	<b>\$18,573,101</b>	<b>\$21,257,597</b>

## Tax Revenue

**Property Tax - 31.8% of Total City Revenue, 63.7% of General Fund Revenue)**

The largest revenue source for the General Fund is the Ad Valorem taxes, also known as property taxes. Through a rigorous 18-month comprehensive planning process, citizens overwhelmingly dictated that Fair Oaks Ranch should remain a bedroom community with few commercial areas. This plan, by design, leaves the City highly dependent on residential property taxes. The computation of the property taxes is based upon the assessed value of real and personal property. All property tax revenue is first applied to the debt service requirements. The remaining property tax revenue is used for the maintenance and operations of the General Fund.

For the Fiscal Year ending in 2023, the total property tax rate will decrease by \$0.0227 per \$100 valuation from last year's total tax rate. The tax rate is determined based upon completion of the budget process, which entails projecting the expected revenue, determining the most efficient use of resources and expected levels of expenditures, while utilizing the tax rate required to balance the budget.

The City of Fair Oaks Ranch is situated in 3 counties - Bexar, Kendall and Comal. Based on the assessed valuation of appraised property provided to the City by the three appraisal districts, the 2022-23 budget reflects estimated total property tax collection for current taxes of \$6,695,529. This third party appraisal analysis is the major factor in projecting the Ad Valorem revenue. Property valuation increased by 9.92% from \$1.86B to \$2.05B in FY 2022-23.

**Sales Tax - 8.3% of Total City Revenue, (18.1% of General Fund Revenue):**

Another revenue source for the General Fund is the Sales Tax. Taxable sales have increased over the past few years primarily due to continued development and a shift to online purchasing, which generally sources sales tax to the purchaser's address. Online sales increased during the initial months of the pandemic, and are expected to remain high. The City is projecting sales tax to increase 10% for 2022-2023 over last year's budgeted amount.



## Fee, Permit, and Miscellaneous Revenue

### **Utility Revenue - 26.2% of Total City revenues:**

The City of Fair Oaks Ranch provides water and wastewater services to a portion of the residents. The City's overall customer base for its utility services has increased over the last few years due to new housing and commercial developments.

### **Franchise Fees - 3.3% of Total City revenues:**

The City also receives revenue from franchise fees. Franchise fees are collected from both public and private utilities and assessed for the continued use of the public right-of-way. Among these fees are: cable TV, telephone, electric, solid waste, and gas. For FY 2022-23, the City is estimating to receive \$692,050 in Franchise Fees.

### **Municipal Court Fines and Fees - 0.8% of Total City revenues:**

The projection for fines and fees is based on historical trends. The City estimates to collect \$176,300 for fines and fees in FY 2022-23. This projection is an increase of 35.7% over the prior year budget, but only an 8.4% increase over FY 2021-22 projected revenues.

### **Fees and Service Revenue - 1.3% of Total City revenues:**

This section includes FORU Management Fee, credit card service fees, plat, and other miscellaneous fees charged for direct services. The City estimates to receive \$277,903 for fees and services in the upcoming fiscal year.

### **Permits - 1.5% of Total City revenues**

The source of this revenue includes fees charged by the City for new residential, general construction, and other miscellaneous permits. The City of Fair Oaks Ranch projects to receive \$309,075 for FY 2022-23, which is a 22.7% decrease from the prior year budget. The primary driver for the decrease is the anticipated slow-down of development due to the number of available lots combined with a rise in interest rates and inflation.

### **Interest Revenue - 0.3% of Total City revenues:**

Interest revenue is a fractional part of the total revenue source for FY 2022-23 and is contingent on the total available cash balance of the City throughout the year. The City estimates to receive \$73,000 in interest in the upcoming fiscal year. This is a large increase in projected revenue from the previous years budget due to rising interest rates. The City is anticipating investment earnings to be comparable to pre-pandemic earnings. Further, because the City is a governmental entity, it is limited in the type and term of investment vehicles that it can legally invest in due to its required adherence with the Public Funds Investment Act.

### **Transfers - 26.0% of Total City Revenues:**

This category of revenue includes transfers between Funds within the City (i.e. Capital projects Funds, Vehicle replacement Funds) used to fund programmed replacements and projects. The revenue in one fund will be offset by the corresponding expense in another fund.

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# OVERVIEW OF EXPENDITURE ASSUMPTIONS

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## Overview of Expenditure Assumptions

The City of Fair Oaks Ranch projects expenditures through a cost build-up approach based on historical data, economic data, and any other policy changes that might affect the expenditures for the fiscal year. The City's goal is to appropriate sufficient monies to provide quality services at a reasonable cost and within available financial resources.

### **Personnel Expenditures:**

Personnel expenditures include the salaries, insurance, taxes, retirement, and workers' compensation for all departments.

### **Supplies, Maintenance & Operations Expenditures:**

This category of expenditures includes in-house street maintenance, drainage work, vehicle maintenance and repairs, greenspace maintenance, building and equipment repairs, minor equipment purchases and supplies/consumables.

### **Capital Outlay:**

Capital outlay includes the capital expenditures budgeted to be spent throughout all the funds.

### **Professional Services Expenditures:**

Professional services expenditures include consulting expenses, legal fees, dispatch and jail services, audits, election fees, investigations, training, and reporting costs.

### **Debt Service Expenditures:**

Debt Service expenditures include the debt obligations due in FY 2022-23.

### **Shared Services Expenditures:**

Shared service expenditures include electricity, postage, phones, alarms and general liability insurance.

### **Transfers and Non-Cash Adjustments:**

This includes transfers to other funds within the City and depreciation.

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# FUND SUMMARIES

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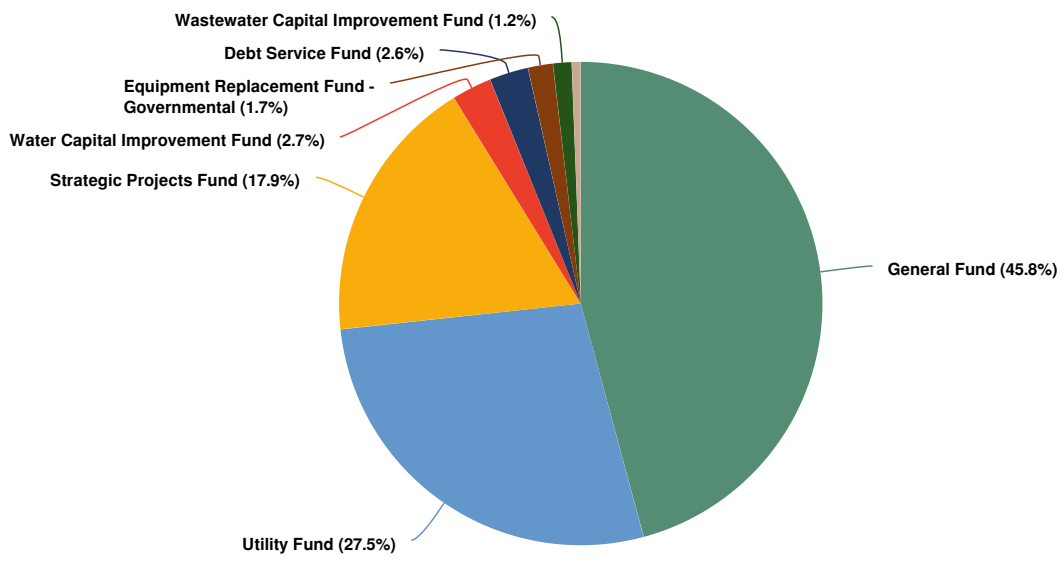


This section includes all City funds, to provide an overall view of the finances for the City of Fair Oaks Ranch.

### Summary

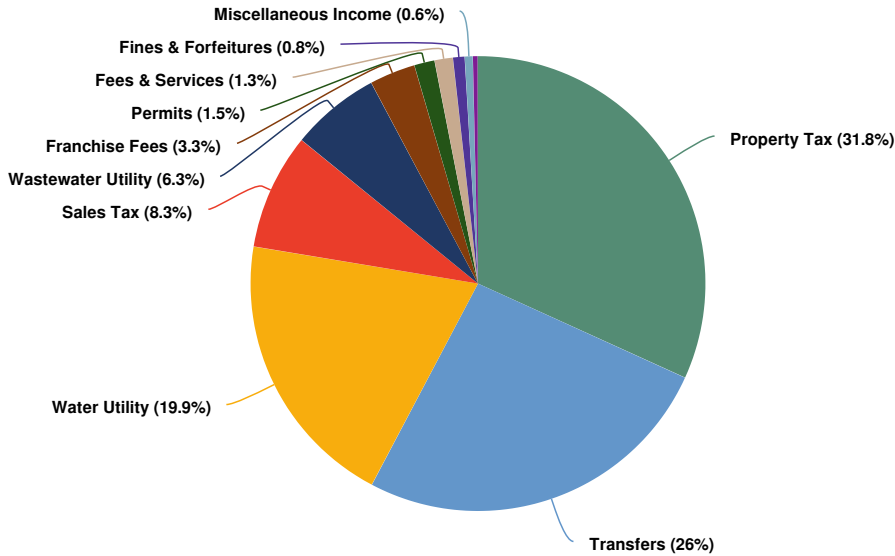
The City of Fair Oaks Ranch is projecting \$21.58M of revenue in FY2023, which represents a 14.45% increase over the prior year. Budgeted expenditures are projected to increase by 29.43% or \$5.64M to \$24.8M in FY2023.

### Total City Revenue by Fund



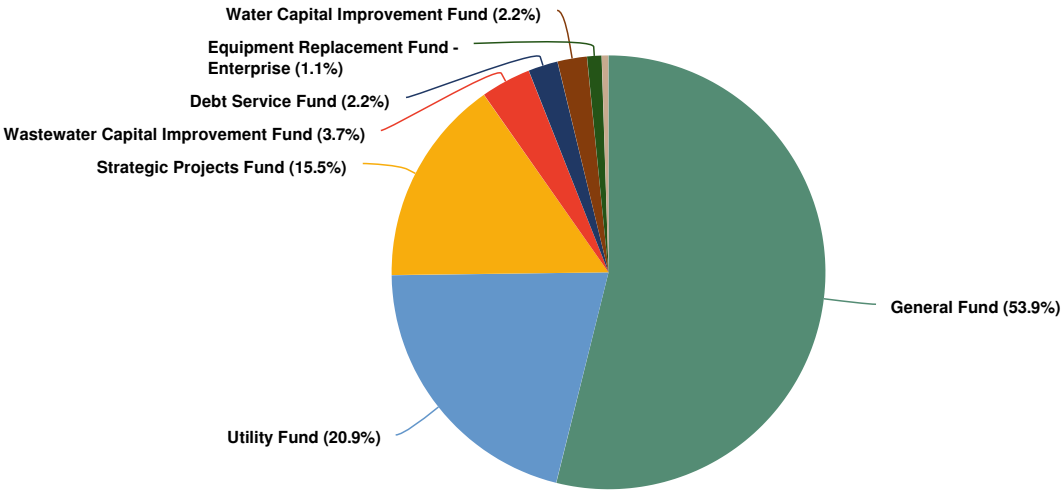
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
General Fund	\$9,437,729	\$9,063,518	\$10,834,623	\$9,739,599
Strategic Projects Fund	\$182,000	\$865,000	\$1,207,222	\$3,808,281
Equipment Replacement Fund - Governmental	\$290,493	\$275,185	\$275,185	\$354,495
Debt Service Fund	\$563,101	\$548,171	\$557,271	\$554,268
Water Capital Improvement Fund	\$808,883	\$602,403	\$602,403	\$568,787
Wastewater Capital Improvement Fund	\$843,727	\$1,240,876	\$1,540,670	\$264,587
Equipment Replacement Fund - Enterprise	\$90,000	\$83,739	\$83,739	\$125,975
Utility Fund	\$5,684,436	\$5,894,209	\$7,369,130	\$5,841,605
<b>Total:</b>	<b>\$17,900,368</b>	<b>\$18,573,101</b>	<b>\$22,470,243</b>	<b>\$21,257,597</b>

## Total City Projected Revenues by Source



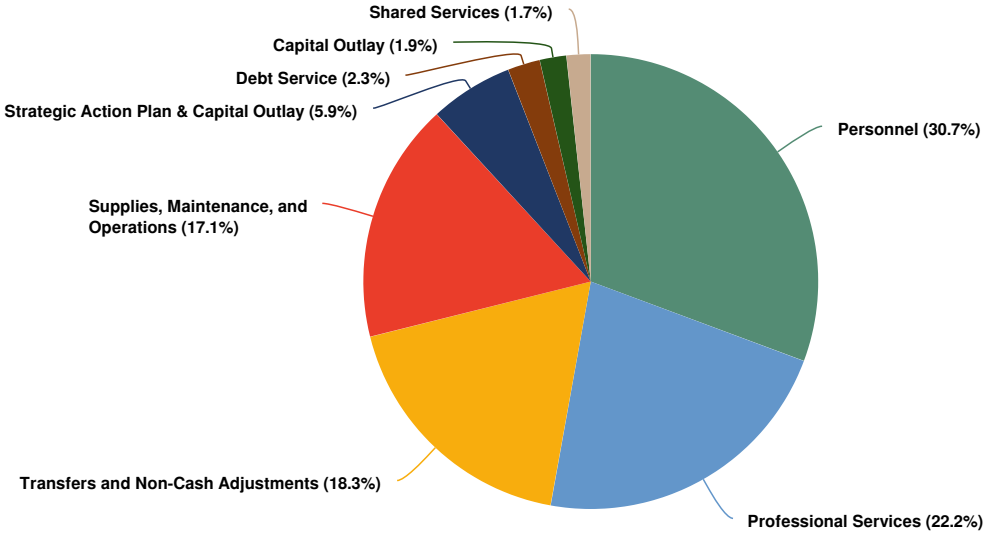
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Property Tax	\$6,444,218	\$6,316,647	\$6,618,247	\$6,757,701
Sales Tax	\$1,460,542	\$1,595,018	\$1,676,125	\$1,758,683
Investment Income	\$4,345	\$9,000	\$58,500	\$73,000
Franchise Fees	\$651,534	\$618,200	\$692,500	\$692,050
Transfers	\$2,502,441	\$2,594,813	\$3,316,765	\$5,517,575
Permits	\$499,777	\$400,000	\$341,000	\$309,075
Animal Control	\$1,120	\$1,250	\$1,150	\$1,135
Fines & Forfeitures	\$139,753	\$129,923	\$162,623	\$176,300
Fees & Services	\$266,691	\$278,251	\$287,034	\$277,903
Miscellaneous Income	\$245,512	\$13,400	\$1,280,358	\$123,020
Other Financing Sources	\$0	\$920,210	\$920,210	\$0
Water Utility	\$4,268,594	\$4,325,991	\$4,475,969	\$4,222,630
Wastewater Utility	\$1,415,841	\$1,370,398	\$2,639,762	\$1,348,525
<b>Total Revenue Source:</b>	<b>\$17,900,368</b>	<b>\$18,573,101</b>	<b>\$22,470,243</b>	<b>\$21,257,597</b>

# Total City Expenditures by Fund



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
General Fund	\$7,319,332	\$10,001,695	\$9,787,932	\$13,411,254
Strategic Projects Fund	\$263,210	\$1,319,416	\$1,813,757	\$3,850,829
Equipment Replacement Fund - Governmental	\$287,339	\$250,000	\$274,357	\$125,000
Debt Service Fund	\$551,075	\$549,585	\$549,585	\$552,530
Fixed Assets	\$637,443			
Water Capital Improvement Fund	\$343,079	\$1,555,074	\$791,326	\$544,141
Wastewater Capital Improvement Fund	\$101,642	\$1,149,789	\$1,455,167	\$929,711
Equipment Replacement Fund - Enterprise	\$0	\$197,820	\$253,399	\$270,450
Utility Fund	\$6,171,375	\$4,141,866	\$5,768,760	\$5,203,078
<b>Total:</b>	<b>\$15,674,496</b>	<b>\$19,165,245</b>	<b>\$20,694,283</b>	<b>\$24,886,993</b>

# Total City Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Transfers and Non-Cash Adjustments	\$2,958,577	\$894,799	\$2,586,610	\$4,544,448
Personnel	\$5,695,220	\$6,998,456	\$6,438,539	\$7,637,495
Supplies, Maintenance, and Operations	\$2,907,224	\$3,856,872	\$4,032,489	\$4,247,152
Professional Services	\$1,702,861	\$3,006,625	\$3,722,626	\$5,513,199
Shared Services	\$1,067,692	\$543,773	\$451,293	\$423,667
Capital Outlay	\$321,278	\$587,320	\$643,696	\$474,900
Debt Service	\$576,922	\$572,537	\$572,537	\$572,280
Strategic Action Plan & Capital Outlay	\$444,721	\$2,704,863	\$2,246,493	\$1,473,852
<b>Total Expense Objects:</b>	<b>\$15,674,496</b>	<b>\$19,165,245</b>	<b>\$20,694,283</b>	<b>\$24,886,993</b>





**CONSOLIDATED GOVERNMENTAL FUNDS**

The General Fund is responsible for providing basic services to the residents of the City. These services include Public Safety, City Administration, Municipal Court, Public Works (Public Works, Streets, Building Maintenance, Fleet), Engineering Services (Development, Planning, Inspections), and Administrative Services (Finance, Purchasing, Human Resources, and Information Technology). The Governmental Funds also include three sub-funds: a Strategic and Capital Projects Fund, a Vehicle/Equipment Replacement Fund, and a Debt Service Fund.

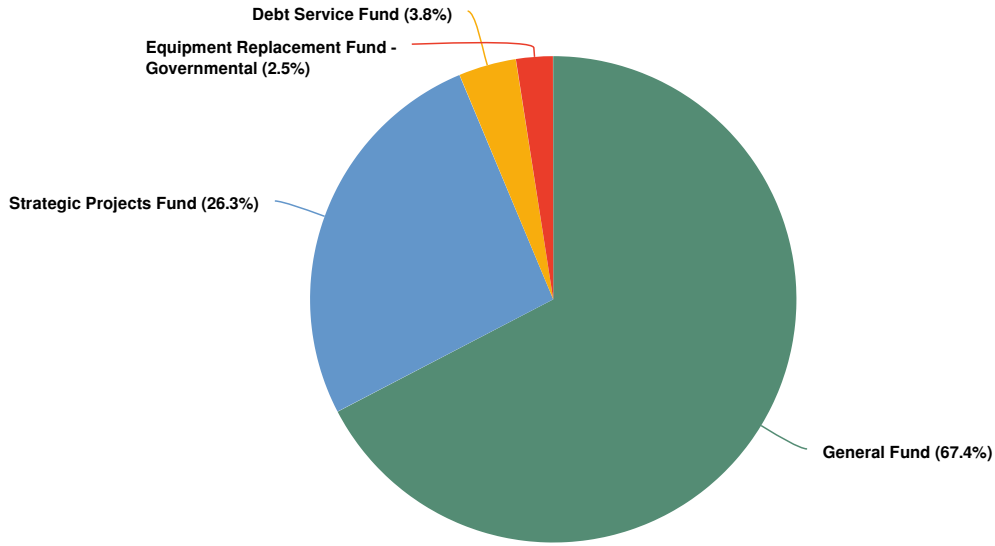
The General Fund’s primary revenue sources are Property Taxes, Sales Taxes, Franchise Fees and Charges for City Services. The City Council is responsible for establishing a property tax rate for Governmental Funds.

The total property tax rate is the combination of the Maintenance and Operating (M&O) rate and the Interest and Sinking Fund (I&S) rate. The I&S rate is determined based on debt amortization schedules for the indebtedness owed by the Governmental Funds. The M&O rate is established by City Council on an annual basis.

**Summary**

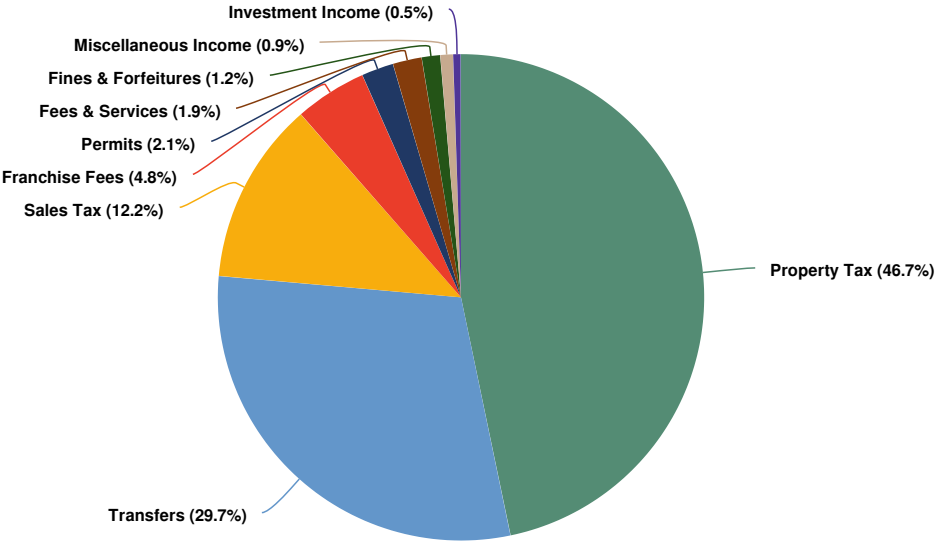
The City of Fair Oaks Ranch is projecting \$14.46M of Governmental Funds revenue in FY2023, which is a 34.46% increase over the prior year.  
Budgeted expenditures are projected to increase by 48.01% or \$5.82M to \$17.93M in FY2023.

## Consolidated Governmental Revenue by Fund



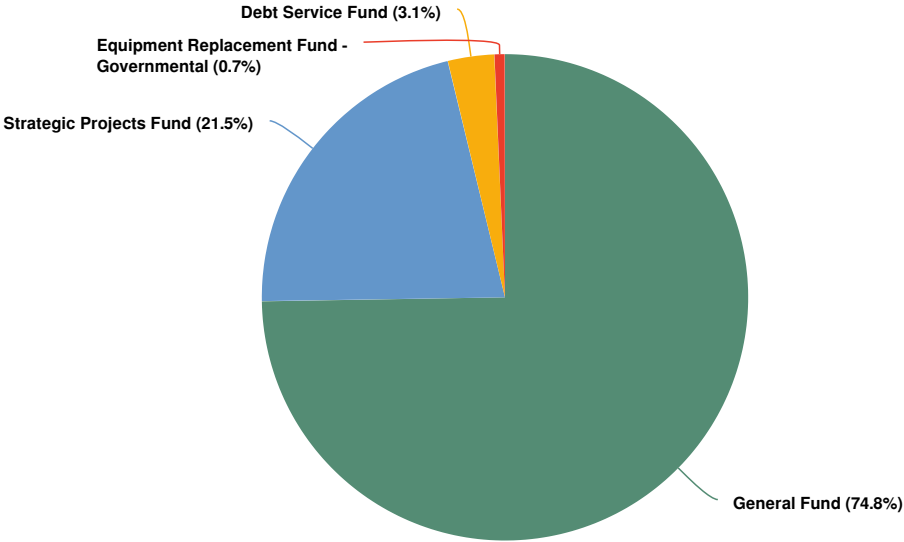
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
General Fund	\$9,437,729	\$9,063,518	\$10,834,623	\$9,739,599
Strategic Projects Fund	\$182,000	\$865,000	\$1,207,222	\$3,808,281
Equipment Replacement Fund - Governmental	\$290,493	\$275,185	\$275,185	\$354,495
Debt Service Fund	\$563,101	\$548,171	\$557,271	\$554,268
<b>Total:</b>	<b>\$10,473,323</b>	<b>\$10,751,874</b>	<b>\$12,874,301</b>	<b>\$14,456,643</b>

# Consolidated Governmental Projected Revenues by Source



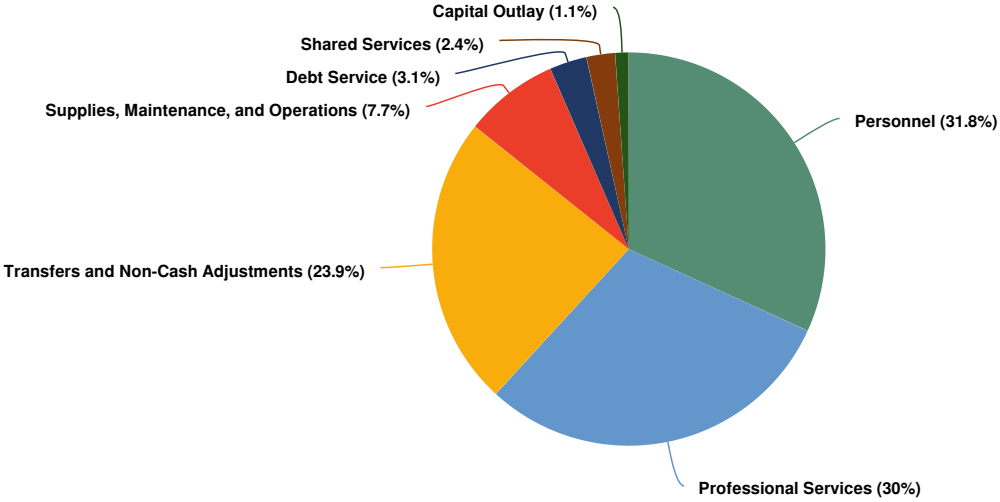
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Property Tax	\$6,444,218	\$6,316,647	\$6,618,247	\$6,757,701
Sales Tax	\$1,460,542	\$1,595,018	\$1,676,125	\$1,758,683
Investment Income	\$4,345	\$9,000	\$58,500	\$73,000
Franchise Fees	\$651,534	\$618,200	\$692,500	\$692,050
Transfers	\$759,832	\$1,390,185	\$1,756,764	\$4,287,776
Permits	\$499,777	\$400,000	\$341,000	\$309,075
Animal Control	\$1,120	\$1,250	\$1,150	\$1,135
Fines & Forfeitures	\$139,753	\$129,923	\$162,623	\$176,300
Fees & Services	\$266,691	\$278,251	\$287,034	\$277,903
Miscellaneous Income	\$245,512	\$13,400	\$1,280,358	\$123,020
<b>Total Revenue Source:</b>	<b>\$10,473,323</b>	<b>\$10,751,874</b>	<b>\$12,874,301</b>	<b>\$14,456,643</b>

# Consolidated Governmental Expenditures by Fund



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
General Fund	\$7,319,332	\$10,001,695	\$9,787,932	\$13,411,254
Strategic Projects Fund	\$263,210	\$1,319,416	\$1,813,757	\$3,850,829
Equipment Replacement Fund - Governmental	\$287,339	\$250,000	\$274,357	\$125,000
Debt Service Fund	\$551,075	\$549,585	\$549,585	\$552,530
<b>Total:</b>	<b>\$8,420,956</b>	<b>\$12,120,696</b>	<b>\$12,425,631</b>	<b>\$17,939,613</b>

# Consolidated Governmental Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Transfers and Non-Cash Adjustments	\$759,832	\$1,390,185	\$1,756,764	\$4,287,776
Personnel	\$4,305,366	\$5,205,922	\$4,742,899	\$5,708,495
Supplies, Maintenance, and Operations	\$727,757	\$1,325,097	\$1,343,210	\$1,387,774
Professional Services	\$1,325,400	\$2,716,634	\$3,186,761	\$5,382,421
Shared Services	\$430,248	\$543,773	\$451,293	\$423,667
Capital Outlay	\$321,278	\$389,500	\$395,119	\$196,950
Debt Service	\$551,075	\$549,585	\$549,585	\$552,530
<b>Total Expense Objects:</b>	<b>\$8,420,956</b>	<b>\$12,120,696</b>	<b>\$12,425,631</b>	<b>\$17,939,613</b>



# General Fund

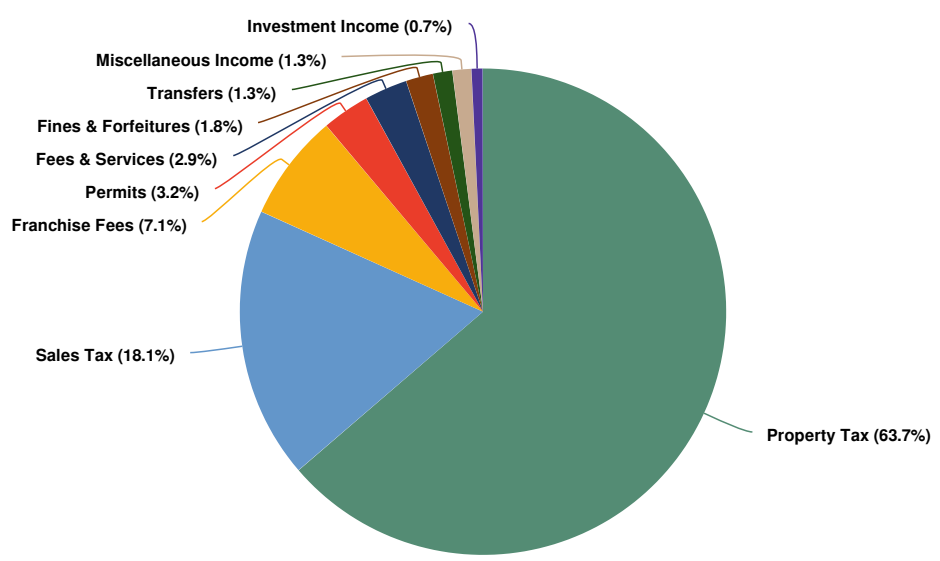
## GENERAL FUND

The General Fund is the primary operating fund of governmental activities for the City. It accounts for all financial resources except those required to be accounted for in another fund. The services provided within the Governmental Operations fund include Public Safety, City Administration, City Secretary, Municipal Court, Public Works (Public Works, Streets, Building Maintenance, Fleet), Engineering Services (Development, Planning, Inspections), and Administrative Services (Finance, Purchasing, Human Resources, and Information Technology).

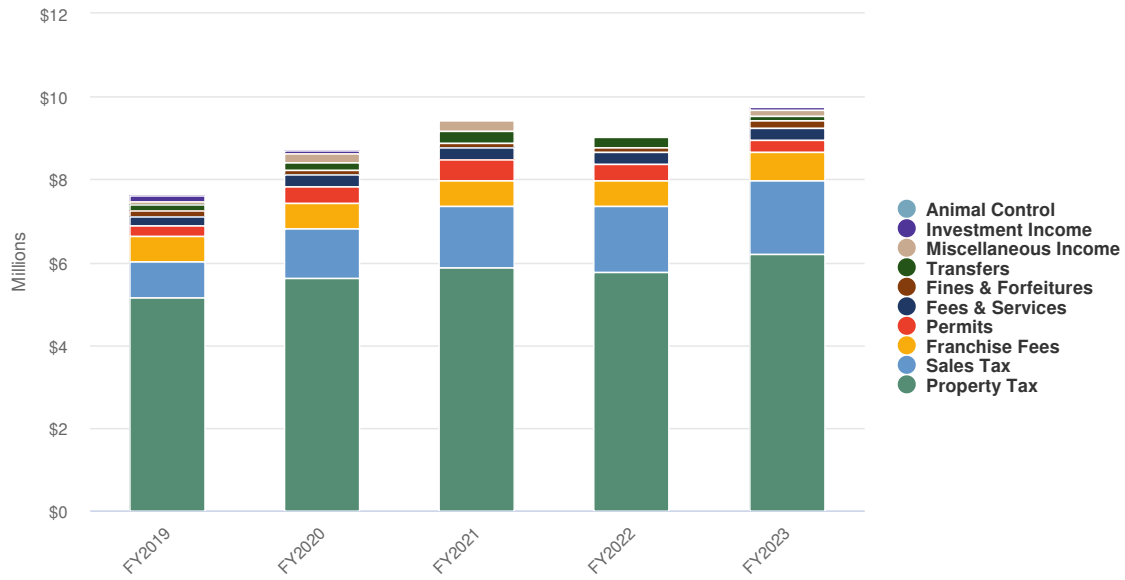
## Summary

The City of Fair Oaks Ranch is projecting \$9.74M of revenue in FY2023, which represents an 7.46% increase over the prior year. Budgeted expenditures are projected to increase by 34.09% or \$3.4M to \$13.41M in FY2023.

## General Fund Revenues by Source



Budgeted and Historical General Fund Revenues by Source



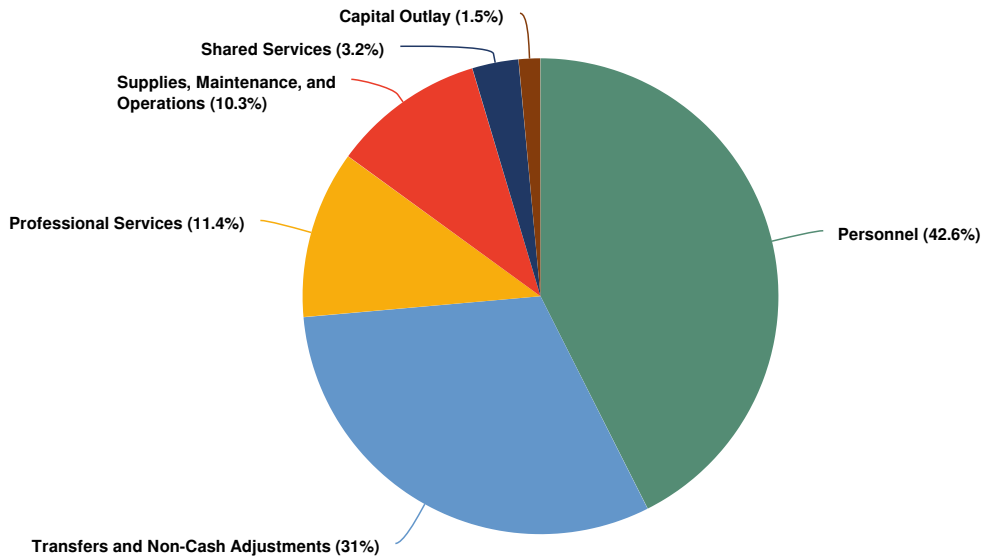
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Revenue Source</b>				
<b>Property Tax</b>				
GENERAL PROPERTY	\$5,831,720	\$5,714,476	\$5,944,476	\$6,149,433
DELINQUENT PROPERTY	\$26,420	\$30,000	\$79,000	\$30,000
PENALTY & INTEREST	\$23,036	\$25,000	\$38,000	\$25,000
<b>Total Property Tax:</b>	<b>\$5,881,175</b>	<b>\$5,769,476</b>	<b>\$6,061,476</b>	<b>\$6,204,433</b>
<b>Sales Tax</b>				
MIXED BEVERAGE	\$24,779	\$25,000	\$25,000	\$25,000
LOCAL SALES	\$957,175	\$1,046,679	\$1,100,751	\$1,155,789
STREET MAINTENANCE	\$239,294	\$261,669	\$275,187	\$288,947
PROPERTY REDUCTION	\$239,294	\$261,669	\$275,187	\$288,947
<b>Total Sales Tax:</b>	<b>\$1,460,542</b>	<b>\$1,595,018</b>	<b>\$1,676,125</b>	<b>\$1,758,683</b>
<b>Investment Income</b>				
BANK/INVESTMENT INTEREST	\$4,286	\$8,000	\$58,000	\$72,000
<b>Total Investment Income:</b>	<b>\$4,286</b>	<b>\$8,000</b>	<b>\$58,000</b>	<b>\$72,000</b>
<b>Franchise Fees</b>				
FR-TWC / CHARTER	\$60,815	\$62,000	\$60,000	\$60,000
FR-GVTC CABLE/TELEPHONE	\$65,132	\$63,000	\$67,000	\$69,000
FR-AT&T CABLE/TELEPHONE	\$2,710	\$3,500	\$2,700	\$2,700
FR-MISCELLANEOUS	\$733	\$1,000	\$600	\$1,000
FR-CITY PUBLIC SERVICE	\$389,023	\$370,000	\$420,000	\$411,000
FR-PEDERNALES ELECTRIC COOP	\$85,091	\$70,000	\$87,500	\$91,850
FR-GREY FOREST UTILITIES	\$17,484	\$16,500	\$21,500	\$23,000

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
FR-GARBAGE REGULAR	\$29,316	\$30,000	\$30,000	\$30,000
FR-GARBAGE RECYCLING	\$1,230	\$2,200	\$3,200	\$3,500
<b>Total Franchise Fees:</b>	<b>\$651,534</b>	<b>\$618,200</b>	<b>\$692,500</b>	<b>\$692,050</b>
<b>Transfers</b>				
CAPITAL REPLACEMENT	\$287,339	\$250,000	\$274,357	\$125,000
<b>Total Transfers:</b>	<b>\$287,339</b>	<b>\$250,000</b>	<b>\$274,357</b>	<b>\$125,000</b>
<b>Permits</b>				
NEW RESIDENTIAL PERMITS	\$374,007	\$310,000	\$225,000	\$200,000
NEW COMMERCIAL PERMITS	\$9,196	\$10,000	\$0	\$5,000
REMODELING/ADDITIONS	\$14,680	\$15,000	\$36,000	\$30,000
OTHER BC PERMITS AND FEES	\$89,162	\$51,000	\$66,000	\$61,000
CONTRACTOR REGISTRATION	\$12,502	\$10,000	\$10,000	\$9,200
FOOD/HEALTH	\$230	\$4,000	\$4,000	\$3,875
<b>Total Permits:</b>	<b>\$499,777</b>	<b>\$400,000</b>	<b>\$341,000</b>	<b>\$309,075</b>
<b>Animal Control</b>				
PET LICENSES	\$745	\$500	\$700	\$640
PET IMPOUND/QUARANTINE	\$375	\$750	\$450	\$495
<b>Total Animal Control:</b>	<b>\$1,120</b>	<b>\$1,250</b>	<b>\$1,150</b>	<b>\$1,135</b>
<b>Fines &amp; Forfeitures</b>				
MUNICIPAL COURT FINES	\$129,005	\$120,000	\$147,000	\$160,000
MUNICIPAL COURT SEC BUILDING	\$3,996	\$3,500	\$5,500	\$6,000
MUNICIPAL COURT TECHNOLOGY	\$3,299	\$4,300	\$4,695	\$5,000
MUNICIPAL COURT EFFICIENCY	\$128	\$70	\$113	\$150
COURT TRUANCY PREVENTION FUND	\$3,260	\$2,000	\$5,200	\$5,000
MUNICIPAL COURT JURY FUND	\$65	\$53	\$115	\$150
<b>Total Fines &amp; Forfeitures:</b>	<b>\$139,753</b>	<b>\$129,923</b>	<b>\$162,623</b>	<b>\$176,300</b>
<b>Fees &amp; Services</b>				
FORU MANAGEMENT	\$206,955	\$215,601	\$221,884	\$210,003
SPECIAL FEES	\$19,838	\$25,000	\$25,000	\$25,000
FORMDD MANAGEMENT	\$30,150	\$30,150	\$30,150	\$30,150
CREDIT CARD SERVICE FEE	\$9,747	\$7,500	\$10,000	\$12,750
<b>Total Fees &amp; Services:</b>	<b>\$266,691</b>	<b>\$278,251</b>	<b>\$287,034</b>	<b>\$277,903</b>
<b>Miscellaneous Income</b>				
MISCELLANEOUS	\$20,481	\$4,000	\$15,223	\$106,905
CITY EVENT SPONSORSHIPS	\$0	\$0	\$205	\$0
SALE OF ASSETS	\$26,330	\$0	\$673	\$0
DONATIONS/GRANTS	\$189,014	\$0	\$1,251,233	\$3,600
SCHOOL CROSSING GUARD	\$7,860	\$7,400	\$10,665	\$10,665
LEOSE PROCEEDS	\$1,827	\$2,000	\$1,582	\$1,850



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
POLICE SEIZED PROCEEDS	\$0	\$0	\$777	\$0
<b>Total Miscellaneous Income:</b>	<b>\$245,512</b>	<b>\$13,400</b>	<b>\$1,280,358</b>	<b>\$123,020</b>
<b>Total Revenue Source:</b>	<b>\$9,437,729</b>	<b>\$9,063,518</b>	<b>\$10,834,623</b>	<b>\$9,739,599</b>

### General Fund Expenditures by Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Transfers and Non-Cash Adjustments	\$472,493	\$1,140,185	\$1,482,407	\$4,162,776
Personnel	\$4,305,366	\$5,205,922	\$4,742,899	\$5,708,495
Supplies, Maintenance, and Operations	\$721,305	\$1,325,097	\$1,343,210	\$1,387,774
Professional Services	\$1,149,943	\$1,427,218	\$1,399,626	\$1,531,592
Shared Services	\$353,885	\$513,773	\$425,195	\$423,667
Capital Outlay	\$316,341	\$389,500	\$394,595	\$196,950
<b>Total Expense Objects:</b>	<b>\$7,319,332</b>	<b>\$10,001,695</b>	<b>\$9,787,932</b>	<b>\$13,411,254</b>



The Strategic Projects Fund (SAP Fund) qualifies as a Capital Improvement Project Fund for purposes of GASB reporting. The Fund includes public physical improvements to be constructed with estimated resources available to finance the projected expenditures, as well as large expenditures for building foundational tools in the City's Growth Management, Operational Excellence and Risk Mitigation frameworks.

Capital Improvements are defined as any expenditure of public funds for the purchase, construction, rehabilitation, replacement or expansion of the physical assets of the community when the project is relatively large in size, expensive, long-term and permanent.

The Governmental Strategic Projects Fund represents non-utility projects such as streets, master planning and general government facilities. Typically, these projects will be funded via general obligation bonds, certificates of obligation, tax revenue, or other financing methods.

### Summary

The City of Fair Oaks Ranch is projecting revenue of \$3.80M in FY2023, which represents a 340.26% increase over the prior year budget. Budgeted expenditures are projected to increase by 191.86% or \$2.53M to \$3.85M in FY2023.

### Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Transfers	\$182,000	\$865,000	\$1,207,222	\$3,808,281
<b>Total Revenue Source:</b>	<b>\$182,000</b>	<b>\$865,000</b>	<b>\$1,207,222</b>	<b>\$3,808,281</b>

### Expenditures by Expense Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Supplies, Maintenance, and Operations</b>				
<b>Strategic and Capital Projects</b>				
TREE PRESERVATION & OAK WILT	\$6,452	\$0	\$0	\$0
<b>Total Strategic and Capital Projects:</b>	<b>\$6,452</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$6,452</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Professional Services</b>				
<b>Strategic and Capital Projects</b>				
STORMWATER FUNDING	\$33,925	\$0	\$0	\$0
LONG-TERM ROAD COND ANALYSIS	\$47,704	\$0	\$0	\$0
CITY CIVIC CENTER	\$1,500	\$0	\$0	\$412,815
CITY CAMPUS RENOVATION	\$33,413	\$439,416	\$881,168	\$0
CHARTWELL AND DIETZ INTERSECTION		\$175,000	\$473,322	\$0
ROLLING ACRES TRAIL PROJECT #5		\$85,000	\$85,000	\$606,000
SILVER SPUR TRAIL PROJECT #17		\$95,000	\$95,000	\$601,000
FAIR OAKS PKWY PROJECT #25		\$40,000	\$0	\$0
FAIR OAKS PKWY PROJECT #30		\$10,000	\$10,000	\$0
TIVOLI WAY PROJECT #34		\$50,000	\$50,000	\$456,000

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
TURF PARADISE LANE PROJECT #37		\$40,000	\$40,000	\$85,031
ROCKINGHORSE LANE PROJECT #61		\$75,000	\$50,000	\$0
BOND DEVELOPMENT PROGRAM		\$200,000	\$50,000	\$0
POST OAK TRAIL				\$875,000
DIETZ ELKHORN RECONSTRUCTION				\$245,915
AMMANN RD RECONSTRUCTION				\$365,286
DIETZ ELKHORN SIDEWALK				\$41,282
BATTLE INTENSE SIDEWALK				\$54,500
PS COMMAND STRUCTURE REVIEW	\$38,713	\$5,000	\$895	\$0
FIRE SERVICES PROGRAM REVIEW	\$8,206	\$5,000	\$1,128	\$18,000
EMS PROGRAM REVIEW	\$2,606	\$5,000	\$1,128	\$0
EMPLOYEE HANDBOOK	\$0	\$0	\$3,034	\$0
COMMUNICATIONS & MKTG STRATEGY	\$9,391	\$50,000	\$38,610	\$0
RECORDS MANAGEMENT	\$0	\$0	\$7,850	\$0
CITY FLEET FUEL STATION		\$15,000	\$0	\$50,000
3RD PARTY SCANNING				\$40,000
<b>Total Strategic and Capital Projects:</b>	<b>\$175,457</b>	<b>\$1,289,416</b>	<b>\$1,787,135</b>	<b>\$3,850,829</b>
<b>Total Professional Services:</b>	<b>\$175,457</b>	<b>\$1,289,416</b>	<b>\$1,787,135</b>	<b>\$3,850,829</b>
<b>Shared Services</b>				
<b>Strategic and Capital Projects</b>				
IT RISK ANALYSIS	\$69,763	\$0	\$24,835	\$0
AGENDA & MINUTES SOFTWARE	\$6,600	\$0	\$0	\$0
TICKETING WITH GIS COMPATIBILITY	\$0	\$0	\$1,263	\$0
PIA REQUEST SOFTWARE		\$30,000	\$0	\$0
<b>Total Strategic and Capital Projects:</b>	<b>\$76,363</b>	<b>\$30,000</b>	<b>\$26,098</b>	<b>\$0</b>
<b>Total Shared Services:</b>	<b>\$76,363</b>	<b>\$30,000</b>	<b>\$26,098</b>	<b>\$0</b>
<b>Capital Outlay</b>				
<b>Strategic and Capital Projects</b>				
PERSONAL PROPERTY	\$4,938	\$0	\$524	\$0
<b>Total Strategic and Capital Projects:</b>	<b>\$4,938</b>	<b>\$0</b>	<b>\$524</b>	<b>\$0</b>
<b>Total Capital Outlay:</b>	<b>\$4,938</b>	<b>\$0</b>	<b>\$524</b>	<b>\$0</b>
<b>Total Expense Objects:</b>	<b>\$263,210</b>	<b>\$1,319,416</b>	<b>\$1,813,757</b>	<b>\$3,850,829</b>



# Governmental Vehicle and Equipment Replacement Fund

The Governmental Vehicle/Equipment Replacement Fund (ERF) is dedicated for the replacement of Governmental Fund capital items such as fleet vehicles and heavy equipment. The purpose of the fund is to ensure that adequate funds are available to purchase vehicles and equipment, to stabilize budgeting for major purchases, and to provide a systematic approach to procurement and disposition of the fleet.

## Summary

The City of Fair Oaks Ranch is projecting \$355K of revenue in FY2023, which represents a 28.82% increase over the prior year. Budgeted expenditures are projected to decrease by 50% or \$125K to \$125K in FY2023.

### Governmental ERF Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Transfers	\$290,493	\$275,185	\$275,185	\$354,495
<b>Total Revenue Source:</b>	<b>\$290,493</b>	<b>\$275,185</b>	<b>\$275,185</b>	<b>\$354,495</b>

### Governmental ERF Expenditures by Expense Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Transfers and Non-Cash Adjustments				
General Expense				
Transfer to Other Funds	\$287,339	\$250,000	\$274,357	\$125,000
PD replacements	\$0	\$177,000	\$170,450	\$118,000
Maintenance replacements	\$0	\$73,000	\$72,847	\$7,000
PY Encumbrance	\$0	\$0	\$31,060	\$0
<b>Total General Expense:</b>	<b>\$287,339</b>	<b>\$250,000</b>	<b>\$274,357</b>	<b>\$125,000</b>
<b>Total Transfers and Non-Cash Adjustments:</b>	<b>\$287,339</b>	<b>\$250,000</b>	<b>\$274,357</b>	<b>\$125,000</b>
<b>Total Expense Objects:</b>	<b>\$287,339</b>	<b>\$250,000</b>	<b>\$274,357</b>	<b>\$125,000</b>



The I&S rate is set to pay debt service on general obligation bonds like the \$7 million the City issued to reconstruct its streets. When the citizens voted to issue these bonds, the city obligated itself to pay this debt through property taxes. The rate can move up or down a little each year depending on the amortization schedule and total property values. The I&S rate for this year is \$.0268 per \$100 which is less than last year's rate of \$.0295 per \$100.

### Debt Service Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Property Tax	\$563,043	\$547,171	\$556,771	\$553,268
Investment Income	\$59	\$1,000	\$500	\$1,000
<b>Total Revenue Source:</b>	<b>\$563,101</b>	<b>\$548,171</b>	<b>\$557,271</b>	<b>\$554,268</b>

### Debt Service Expenditures by Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Debt Service	\$551,075	\$549,585	\$549,585	\$552,530
<b>Total Expense Objects:</b>	<b>\$551,075</b>	<b>\$549,585</b>	<b>\$549,585</b>	<b>\$552,530</b>



## Utility Operating Funds

The Utility Fund is an Enterprise Fund of the City. Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to private business enterprises. The intent is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. Services provided by the Utility Fund include Utility Administration (utility billing and collection and customer service), meter reading, water treatment and distribution, and wastewater collection and treatment. The Fund's source of revenue is the charge for water and sewer services. Utility rates are set by the City Council.

### Mission Statement

To maintain and administer the utilities, and provide safe, uninterrupted water, and wastewater services, while providing exemplary customer assistance to its consumers.

### Scope of Services Summary

The utility purchases the majority of its water from GBRA with other water sources provided from 40 ground water wells located throughout the City. The utility wastewater is transported and treated at the City's local wastewater treatment plant rated for 0.5 million gallons/day. Staff is responsible for maintaining 77 miles of water lines, 36 miles of sanitary sewer lines, 270 fire hydrants, 290 man-holes, 3,140 water service connections, 1,926 wastewater service connections, 5 water plants, 1 wastewater plant, and 6 wastewater lift stations.

Another major function of the utility administration is customer service, both in person and by phone. This office works closely with field operations handling all work orders pertaining to utility service accounts, including but not limited to: service connections, disconnections, transfers, collections and related duties. The Water Quality Department is responsible for producing safe and acceptable water in accordance with state and federal health standards. The water quality team also handles the daily field operations and maintenance of all water plants, distribution systems, water wells, and work orders. The Wastewater Department is responsible for treatment of all wastewater produced by its customers to meet all health and safety standards required by TCEQ for discharging of effluent as irrigation. The wastewater team handles the daily field operations and maintenance of the wastewater plant, collection systems, lift stations, and wastewater work orders.

### Recent Accomplishments

- o Approved 5-Yr CIPs for water, wastewater & reuse
- o Awarded WWTP of the Year (Category 1) and Wastewater Operator of the Year (Bill Champion)
- o Substantial completion of Water Plant No2 Upgrade
- o Awarded Sludge Dewatering Press
- o Awarded WWTP Feasibility Study



Utilities Crew

## Water Utility

### Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
Water Distribution and Quality Supervisor	1	1	1	1
Water Operator III	-	2	-	-
Water Operator II	2	-	3	2
Water Operator I	-	1	-	1
Water Utility Tech	3	2	2	2
Total Funded Staffing	6	6	6	6

Title	2019-20	2020-21	2021-22	2022-23
Utility Billing Clerk	1	1	1	1
Total Funded Staffing	1	1	1	1

### Performance Measures

Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Operational Excellence	# Leak Repairs - Main and Service Lines (Hrs)	N/A	710	671	685
Reliable and Sustainable Infrastructure	# of Water Connections	3,118	3,210	3,212	3,215
Reliable and Sustainable Infrastructure	Water Production/Pumpage (gallons)	231,702,112	204,789,982	336,577,000	260,000,000
Reliable and Sustainable Infrastructure	# Fire Hydrants Inspected/Repaired/Replaced	273	262	255	26



# Wastewater Utility

## Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
Wastewater Systems Supervisor	1	1	1	1
Wastewater Operator III	-	-	1	1
Wastewater Operator II	2	2	1	1
Wastewater Operator I	-	-	-	-
Wastewater Utility Tech	1	1	1	1
Total Funded Staffing	4	4	4	4

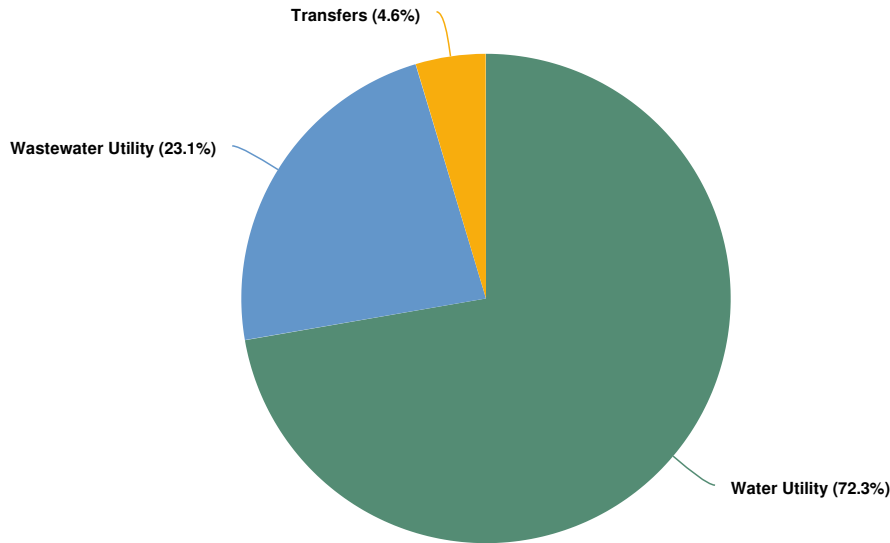
## Performance Measures

Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Reliable and Sustainable Infrastructure	# of Wastewater Connections	1,901	1,970	1,979	1,988
Reliable and Sustainable Infrastructure	Solid Waste Hauled (gallons)	1,131,400	1,288,200	1,784,700	1,338,000
Reliable and Sustainable Infrastructure	Effluent Treated (gallons)	88,410,380	92,992,200	90,000,000	93,600,000
Reliable and Sustainable Infrastructure	# Manhole/Lift Station Maintenance Hours	1,135	1,094	1,059	1,050

## Summary

The City of Fair Oaks Ranch is projecting \$5.84M of revenue in FY2023, which represents a 0.89% decrease over the prior year. Budgeted expenditures are projected to increase by 25.59% or \$1.06M to \$5.20M in FY2023

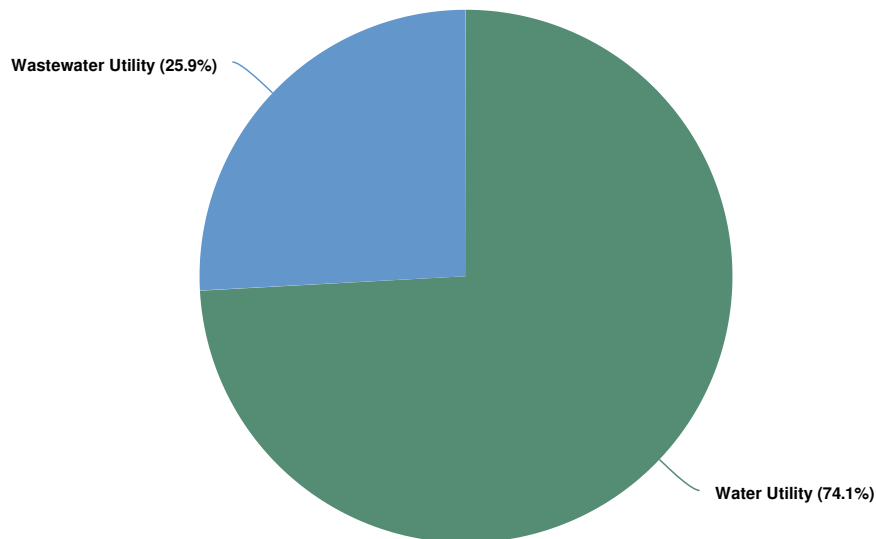
### Projected Utility Fund Revenues by Source



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Revenue Source</b>				
<b>Transfers</b>				
TRANSFER FROM EQUIP REPL FUND	\$0	\$152,820	\$152,820	\$114,750
TRANSFER FROM EQUIP REPL FUND	\$0	\$45,000	\$100,579	\$155,700
<b>Total Transfers:</b>	<b>\$0</b>	<b>\$197,820</b>	<b>\$253,399</b>	<b>\$270,450</b>
<b>Water Utility</b>				
WATER REVENUE RESIDENTIAL	\$2,862,052	\$2,981,775	\$3,081,775	\$2,852,897
WATER DEBT SERVICE	\$211,747	\$298,374	\$282,556	\$283,707
WATER CAPITAL	\$251,403	\$252,403	\$255,555	\$257,810
WATER REVENUE COMMERCIAL	\$168,361	\$163,841	\$141,949	\$179,592
WATER CONTRACT COMMERCIAL	\$158,357	\$158,268	\$172,604	\$177,360
WATER REVENUE NON POTABLE	\$6,610	\$18,430	\$48,430	\$18,691
WATER SERVICE CONNECT FEES	\$66,790	\$47,960	\$47,960	\$46,726
WATER PENALTIES	\$16,589	\$28,440	\$35,440	\$34,753
WATER IMPACT FEES	\$497,198	\$350,000	\$350,000	\$310,977
WATER INTEREST INCOME	\$1,557	\$10,000	\$15,200	\$24,000
WATER - BAD DEBTS	-\$237	-\$3,000	-\$500	-\$500
MISC./SPECIAL REQUESTS	\$25	\$2,500	\$500	\$500
THIRD PARTY REIMBURSEMENT	\$5,972	\$1,000	\$15,000	\$6,917

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
PERMITS/VARIANCES	\$1,025	\$1,000	\$1,500	\$1,200
CREDIT CARD SERVICE FEE	\$21,147	\$15,000	\$28,000	\$28,000
<b>Total Water Utility:</b>	<b>\$4,268,594</b>	<b>\$4,325,991</b>	<b>\$4,475,969</b>	<b>\$4,222,630</b>
<b>Wastewater Utility</b>				
SEWER REVENUE RESIDENTIAL	\$939,310	\$945,512	\$988,512	\$967,112
SEWER DEBT SERVICE	\$40,831	\$56,776	\$54,776	\$54,620
SEWER CAPITAL	\$95,042	\$95,666	\$96,866	\$97,842
SEWER REVENUE COMMERCIAL	\$4,418	\$4,186	\$4,418	\$4,418
SEWER SERVICE CONNECT FEE	\$44,800	\$33,138	\$27,638	\$31,248
SEWER PENALTIES	\$3,562	\$5,270	\$9,195	\$8,438
SEWER IMPACT FEES	\$285,883	\$225,000	\$225,000	\$166,745
SEWER INTEREST INCOME	\$1,509	\$5,000	\$13,500	\$18,000
SEWER BAD DEBT	-\$116	-\$400	-\$250	-\$250
SEWER GRANT REVENUE	\$0	\$0	\$1,220,004	\$0
MISC/SPECIAL REQUESTS	\$602	\$0	\$103	\$352
THIRD PARTY REIMBURSEMENT	\$0	\$250	\$0	\$0
<b>Total Wastewater Utility:</b>	<b>\$1,415,841</b>	<b>\$1,370,398</b>	<b>\$2,639,762</b>	<b>\$1,348,525</b>
<b>Total Revenue Source:</b>	<b>\$5,684,436</b>	<b>\$5,894,209</b>	<b>\$7,369,130</b>	<b>\$5,841,605</b>

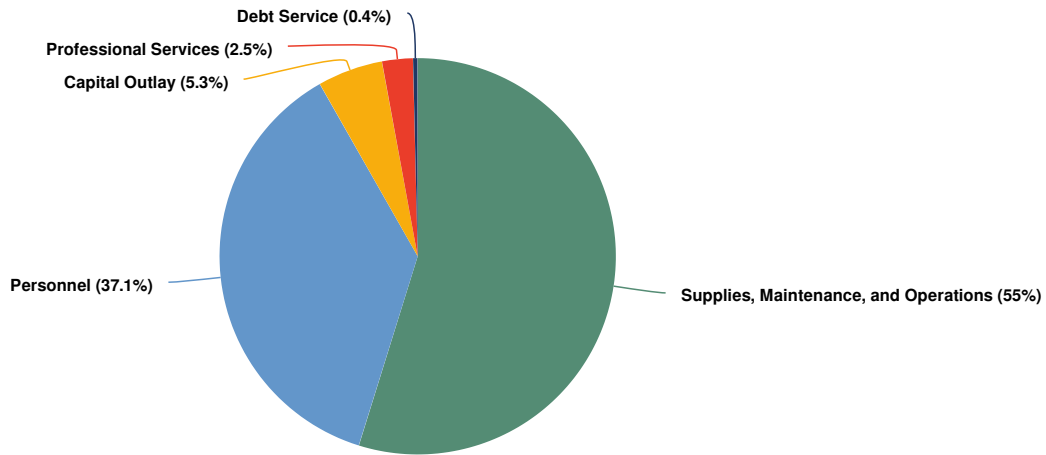
### Utility Fund Expenditures by Function



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expenditures				
Water Utility	\$3,706,659	\$2,697,821	\$3,821,107	\$3,857,729

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Transfers and Non-Cash Adjustments	\$1,083,115	-\$373,056	\$401,970	\$477,206
Personnel	\$697,902	\$894,232	\$866,308	\$975,673
Supplies, Maintenance, and Operations	\$1,581,782	\$1,826,497	\$1,959,566	\$2,200,766
Professional Services	\$322,149	\$178,048	\$425,985	\$65,244
Capital Outlay	\$0	\$152,820	\$147,998	\$122,250
Debt Service	\$21,712	\$19,280	\$19,280	\$16,590
Wastewater Utility	\$2,464,716	\$1,444,045	\$1,947,653	\$1,345,349
Transfers and Non-Cash Adjustments	\$1,115,631	-\$320,150	\$174,477	-\$490,984
Personnel	\$691,952	\$898,302	\$829,332	\$953,327
Supplies, Maintenance, and Operations	\$597,685	\$705,278	\$729,713	\$658,612
Professional Services	\$55,312	\$111,943	\$109,880	\$65,534
Capital Outlay	\$0	\$45,000	\$100,579	\$155,700
Debt Service	\$4,136	\$3,672	\$3,672	\$3,160
<b>Total Expenditures:</b>	<b>\$6,171,375</b>	<b>\$4,141,866</b>	<b>\$5,768,760</b>	<b>\$5,203,078</b>

### Utility Fund Budgeted Expenditures by Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Transfers and Non-Cash Adjustments</b>				
<b>Water Utility</b>				
WATER SERVICE DEPRECIATION	\$482,542	\$647,324	\$647,324	\$508,075
WATER ASSETS TRANSFER	-\$253,310	-\$1,678,815	-\$903,789	-\$666,391
Transfer to Water Cap Improvem	\$808,883	\$602,403	\$602,403	\$568,787
TRANSFER TO VEH/EQUIP REPL	\$45,000	\$56,032	\$56,032	\$66,735

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Total Water Utility:</b>	<b>\$1,083,115</b>	<b>-\$373,056</b>	<b>\$401,970</b>	<b>\$477,206</b>
<b>Wastewater Utility</b>				
SEWER SERVICE DEPRECIATION	\$266,664	\$226,477	\$226,477	\$270,600
WASTEWATER ASSETS TRANSFER	-\$39,759	-\$895,000	-\$1,320,583	-\$1,085,411
Transfer to WW Capital Improve	\$843,727	\$320,666	\$1,240,876	\$264,587
TRANSFER TO VEH/EQUIP REPL	\$45,000	\$27,707	\$27,707	\$59,240
<b>Total Wastewater Utility:</b>	<b>\$1,115,631</b>	<b>-\$320,150</b>	<b>\$174,477</b>	<b>-\$490,984</b>
<b>Total Transfers and Non-Cash Adjustments:</b>	<b>\$2,198,746</b>	<b>-\$693,206</b>	<b>\$576,447</b>	<b>-\$13,778</b>
<b>Personnel</b>				
<b>Water Utility</b>				
WATER SERVICE OVERTIME	\$14,722	\$2,763	\$7,261	\$4,339
WATER SERVICE SALARIES	\$208,039	\$233,139	\$258,568	\$265,548
WATER SERVICE TAXES FICA	\$12,509	\$14,626	\$15,983	\$16,554
WATER SERVICE MEDICARE TAX	\$2,926	\$3,421	\$3,745	\$3,871
WATER SVC WORKERS COMP INSURAN	\$7,105	\$7,488	\$7,505	\$9,599
WATER SER TAXES - FUTA/SUTA	\$1,236	\$1,069	\$144	\$473
WATER SERVICE RETIREMENT	\$16,297	\$27,890	\$31,801	\$31,832
WATER SERVICE INSURANCE	\$38,167	\$41,799	\$45,803	\$52,364
WATER SERVICE OPEB	\$1,079	\$0	\$0	\$0
WATER ADMIN OVERTIME	\$211	\$425	\$150	\$181
WATER ADMINISTRATIVE SALARIES	\$305,228	\$425,274	\$371,564	\$445,240
WATER ADMIN. TAXES FICA	\$17,605	\$26,393	\$22,337	\$27,448
ADMIN. TAXES MCARE	\$4,118	\$6,173	\$5,269	\$6,419
W ADMIN. WORKERS COMP INSURANC	\$1,421	\$2,637	\$1,847	\$1,509
WATER ADMIN TAXES - FUTA/SUTA	\$1,435	\$1,204	\$78	\$504
WATER ADMIN. RETIREMENT	\$22,727	\$50,328	\$44,650	\$52,781
WATER ADMIN. INSURANCE	\$41,574	\$49,603	\$49,603	\$57,011
WATER ADMIN OPEB	\$1,505	\$0	\$0	\$0
<b>Total Water Utility:</b>	<b>\$697,902</b>	<b>\$894,232</b>	<b>\$866,308</b>	<b>\$975,673</b>
<b>Wastewater Utility</b>				
WASTEWATER OVERTIME	\$17,868	\$3,057	\$7,976	\$4,432
SEWER SERVICE SALARIES	\$233,087	\$258,181	\$236,646	\$270,593
SEWER SERVICE TAXES FICA	\$14,531	\$16,197	\$14,979	\$16,892
SEWER SERVICE TAXES MCARE	\$3,398	\$3,788	\$3,510	\$3,951
SEWER SVC WORKERS COMP INSURAN	\$5,700	\$8,257	\$8,377	\$9,792
WW SERVICE TAXES - FUTA/SUTA	\$1,486	\$1,181	\$135	\$473
SEWER SERVICE RETIREMENT	\$18,516	\$30,885	\$29,269	\$32,483
SEWER SERVICE INSURANCE	\$36,489	\$38,894	\$38,890	\$44,798
SEWER SERVICE OPEB	\$1,226	\$0	\$0	\$0
WASTEWATER ADMIN OVERTIME	\$92	\$425	\$150	\$181
SEWER ADMINISTRATIVE SALARIES	\$277,716	\$408,016	\$363,279	\$427,732

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
SEWER ADMIN. TAXES FICA	\$15,999	\$25,323	\$21,805	\$26,363
SEWER ADMIN TAXES MCARE	\$3,741	\$5,922	\$5,143	\$6,166
WW ADMIN WORKERS COMP INSURANC	\$751	\$2,107	\$1,322	\$1,452
WW ADMIN TAXES - FUTA/SUTA	\$1,309	\$1,136	\$75	\$477
SEWER ADMIN. RETIREMENT	\$20,633	\$48,288	\$43,631	\$50,696
SEWER ADMIN INSURANCE	\$38,042	\$46,645	\$54,145	\$56,846
SEWER ADMIN OPEB	\$1,367	\$0	\$0	\$0
<b>Total Wastewater Utility:</b>	<b>\$691,952</b>	<b>\$898,302</b>	<b>\$829,332</b>	<b>\$953,327</b>
<b>Total Personnel:</b>	<b>\$1,389,854</b>	<b>\$1,792,534</b>	<b>\$1,695,640</b>	<b>\$1,929,000</b>
<b>Supplies, Maintenance, and Operations</b>				
<b>Water Utility</b>				
WATER SERVICE UNIFORMS	\$4,082	\$5,505	\$5,505	\$6,720
WATER POWER	\$130,720	\$135,000	\$185,000	\$140,000
MAINTENANCE OF PLANT/LINES	\$130,069	\$100,000	\$100,000	\$127,125
WATER ANALYSIS FEES	\$7,823	\$7,400	\$9,900	\$7,400
WATER CHEMICALS	\$2,874	\$5,090	\$5,090	\$3,200
WATER CITY MANAGEMENT FEE	\$159,769	\$166,116	\$172,238	\$161,427
WATER EQUIPMENT MAINTENANCE	\$12,524	\$12,910	\$20,910	\$13,875
WATER EQUIPMENT GAS & OIL	\$9,588	\$11,010	\$12,260	\$11,500
GBRA WATER FEES	\$923,967	\$1,137,427	\$1,200,267	\$1,425,536
WATER EQUIPMENT LEASE	\$0	\$690	\$1,690	\$690
WATER TOOLS & MINOR EQUIP	\$12,790	\$13,000	\$13,000	\$16,875
WATER SERVICE TRAINING	\$4,881	\$17,380	\$9,880	\$24,648
WATER UTILITIES & RADIO	\$19,447	\$24,335	\$24,335	\$21,897
WATER SIGNAL & TELEMETRY	\$162	\$0	\$162	\$0
WATER BUILDING MAINTENANCE	\$5,351	\$11,500	\$6,000	\$9,630
SUPPLIES & CONSUMABLES	\$2,249	\$1,400	\$1,650	\$1,750
VEHICLE MAINTENANCE/REPAIR	\$6,905	\$6,500	\$6,500	\$6,500
WTR ADM UTILITIES/TELEPHONE	\$8,137	\$6,277	\$8,450	\$8,869
WATER DUES & PUBLICATIONS	\$371	\$1,419	\$1,419	\$1,822
WATER PERMITS & LICENSES	\$8,146	\$8,033	\$8,133	\$8,683
WATER GEN. LIABILITY INSURANCE	\$20,462	\$25,709	\$25,495	\$28,280
WATER OFFICE SUPPLIES	\$2,924	\$1,769	\$1,769	\$3,257
WATER TRAVEL & MEETINGS	\$1,997	\$4,000	\$1,000	\$4,000
WATER SOFTWARE & COMPUTER	\$73,248	\$95,306	\$95,306	\$122,820
RECORDING/REPORTING EXPENSES	\$101	\$500	\$500	\$500
WATER POSTAGE	\$450	\$938	\$938	\$938
WATER ADM BLDG/EQUIP MAINT	\$0	\$150	\$0	\$150
CONSERVATION EDUCATION	\$0	\$250	\$0	\$1,370
BILLING STATEMENT CHARGE	\$3,473	\$3,360	\$3,420	\$3,400
BILLING POSTAGE	\$8,980	\$8,100	\$9,600	\$8,500
Copier Lease	\$0	\$1,623	\$1,623	\$1,654
WATER MISCELLANEOUS	\$3,232	\$0	\$226	\$250

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
CREDIT CARD SERVICE FEE	\$17,062	\$13,800	\$27,300	\$27,500
<b>Total Water Utility:</b>	<b>\$1,581,782</b>	<b>\$1,826,497</b>	<b>\$1,959,566</b>	<b>\$2,200,766</b>
<b>Wastewater Utility</b>				
SEWER SERVICE UNIFORMS	\$3,469	\$4,505	\$4,505	\$5,025
SEWER POWER	\$37,124	\$36,350	\$42,150	\$38,500
MAINTENANCE OF PLANT/LINES	\$48,479	\$80,000	\$65,000	\$65,000
SLUDGE DISPOSAL	\$269,334	\$300,000	\$320,000	\$225,000
SEWER ANALYSIS FEES	\$23,823	\$26,000	\$26,000	\$27,000
SEWER CHEMICALS	\$15,768	\$7,240	\$10,740	\$16,500
SEWER CITY MANAGEMENT FEE	\$47,186	\$49,485	\$49,647	\$48,576
SEWER EQUIPMENT MAINTENANCE	\$6,468	\$7,660	\$11,160	\$8,235
SEWER EQUIPMENT GAS & OIL	\$7,601	\$9,180	\$10,430	\$9,500
SEWER SVC EQUIPMENT LEASE	\$1,334	\$4,500	\$4,500	\$2,500
SEWER TOOLS & MINOR EQUIPMENT	\$5,832	\$7,500	\$7,500	\$13,575
SEWER SERVICE TRAINING	\$3,042	\$15,680	\$15,680	\$24,099
SEWER SVC UTILITIES & RADIO	\$18,289	\$22,521	\$22,521	\$20,171
SIGNAL & TELEMETRY	\$461	\$0	\$461	\$0
SEWER BUILDING MAINTENANCE	\$5,976	\$7,330	\$7,330	\$9,150
SUPPLIES & CONSUMABLES	\$1,978	\$1,300	\$2,300	\$1,650
VEHICLE MAINTENANCE/REPAIR	\$3,542	\$5,000	\$5,000	\$5,000
SWR ADM UTILITIES/ TELEPHONE	\$8,262	\$5,418	\$8,918	\$7,830
SEWER DUES & PUBLICATIONS	\$1,007	\$1,623	\$1,623	\$2,027
SEWER PERMITS & LICENSES	\$1,471	\$1,958	\$1,958	\$3,493
SEWER GEN. LIABILITY INSURANCE	\$19,462	\$25,709	\$25,495	\$28,280
SEWER OFFICE SUPPLIES	\$3,239	\$1,322	\$1,322	\$2,256
SEWER TRAVEL & MEETINGS	\$1,676	\$4,000	\$4,000	\$4,000
SEWER SOFTWARE & COMPUTER	\$46,883	\$66,726	\$66,726	\$76,241
RECORDING/REPORTING EXPENSE	\$101	\$100	\$500	\$350
SEWER POSTAGE	\$450	\$938	\$938	\$600
SWR ADM BLD/EQUIP MAINTENANCE	\$0	\$150	\$0	\$150
BILLING STATEMENT CHARGES	\$3,473	\$3,360	\$3,360	\$3,500
BILLING POSTAGE	\$8,980	\$8,100	\$8,100	\$8,500
Copier Lease	\$0	\$1,623	\$1,623	\$1,654
SEWER MISCELLANEOUS	\$2,977	\$0	\$226	\$250
<b>Total Wastewater Utility:</b>	<b>\$597,685</b>	<b>\$705,278</b>	<b>\$729,713</b>	<b>\$658,612</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$2,179,467</b>	<b>\$2,531,775</b>	<b>\$2,689,279</b>	<b>\$2,859,378</b>
<b>Professional Services</b>				
<b>Water Utility</b>				
WATER PROFESSIONAL FEES	\$322,149	\$168,828	\$418,828	\$54,656
PUBLIC RELATIONS		\$4,000	\$2,937	\$4,000
EMPLOYMENT COSTS		\$1,750	\$750	\$1,480

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
EMPLOYEE APPRECIATION		\$3,470	\$3,470	\$5,108
<b>Total Water Utility:</b>	<b>\$322,149</b>	<b>\$178,048</b>	<b>\$425,985</b>	<b>\$65,244</b>
<b>Wastewater Utility</b>				
SEWER PROFESSIONAL FEES	\$55,312	\$103,023	\$103,023	\$55,156
PUBLIC RELATIONS		\$4,000	\$2,937	\$4,000
EMPLOYMENT COSTS		\$1,750	\$750	\$1,480
EMPLOYEE APPRECIATION		\$3,170	\$3,170	\$4,898
<b>Total Wastewater Utility:</b>	<b>\$55,312</b>	<b>\$111,943</b>	<b>\$109,880</b>	<b>\$65,534</b>
<b>Total Professional Services:</b>	<b>\$377,461</b>	<b>\$289,991</b>	<b>\$535,865</b>	<b>\$130,778</b>
<b>Capital Outlay</b>				
<b>Water Utility</b>				
WATER OPERATIONAL CAPITAL	\$0	\$0	\$0	\$35,500
WATER EQUIPMENT PURCHASES	\$0	\$152,820	\$147,998	\$86,750
<b>Total Water Utility:</b>	<b>\$0</b>	<b>\$152,820</b>	<b>\$147,998</b>	<b>\$122,250</b>
<b>Wastewater Utility</b>				
WASTEWATER OPERATIONAL CAPITAL	\$0	\$0	\$55,579	\$46,200
WASTEWATER EQUIPMENT PURCHASES	\$0	\$45,000	\$45,000	\$109,500
<b>Total Wastewater Utility:</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$100,579</b>	<b>\$155,700</b>
<b>Total Capital Outlay:</b>	<b>\$0</b>	<b>\$197,820</b>	<b>\$248,577</b>	<b>\$277,950</b>
<b>Debt Service</b>				
<b>Water Utility</b>				
OB BOND INTEREST COST	\$21,712	\$19,280	\$19,280	\$16,590
<b>Total Water Utility:</b>	<b>\$21,712</b>	<b>\$19,280</b>	<b>\$19,280</b>	<b>\$16,590</b>
<b>Wastewater Utility</b>				
OB BOND INTEREST COST	\$4,136	\$3,672	\$3,672	\$3,160
<b>Total Wastewater Utility:</b>	<b>\$4,136</b>	<b>\$3,672</b>	<b>\$3,672</b>	<b>\$3,160</b>
<b>Total Debt Service:</b>	<b>\$25,847</b>	<b>\$22,952</b>	<b>\$22,952</b>	<b>\$19,750</b>
<b>Total Expense Objects:</b>	<b>\$6,171,375</b>	<b>\$4,141,866</b>	<b>\$5,768,760</b>	<b>\$5,203,078</b>





The Water Strategic and Capital Project Fund is used to account for financial resources, usually through internal funding from the Utility Operations Fund, to be used for the acquisition or construction of major capital facilities and strategic action plan projects for the water utility. The purpose of this fund is to separate costs that are considered non-operational, typically associated with one-time projects that are not annually occurring, or large projects which may span over multiple budget years.

### Summary

The City of Fair Oaks Ranch is projecting \$569K of revenue in FY2023, which represents a 5.58% decrease over the prior year. Budgeted expenditures are projected to decrease by 65.01% or \$1.01M to \$544K in FY2023.

### Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Transfers	\$808,883	\$602,403	\$602,403	\$568,787
<b>Total Revenue Source:</b>	<b>\$808,883</b>	<b>\$602,403</b>	<b>\$602,403</b>	<b>\$568,787</b>

### Expenditures by Expense Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Strategic Action Plan &amp; Capital Outlay</b>				
<b>Water Utility</b>				
N. ELEVATED STORAGE TOWER	\$62,890	\$181,623	\$0	\$0
PLANT 2 HYDRO TANK	\$30,620	\$946,815	\$522,500	\$0
CREEK CROSSING WEST WATERLINE	\$0	\$220,433	\$12,951	\$0
ELMO DAVIS RECONSTRUCTION				\$64,642
PLANT 5 EXPANSION				\$229,499
DEVELOP SCADA PROGRAM	\$159,800	\$0	\$43,215	\$0
GIS COMPATIBLE WORK ORDER SYS	\$0	\$0	\$631	\$0
WILLOW WIND/RED BUD HILL		\$65,370	\$65,370	\$0
OLD FREDERICKSBURG RD		\$50,000	\$50,000	\$250,000
ROLLING ACRES TRAIL REHAB		\$61,754	\$61,754	\$0
UTILITY RATE STUDY	\$50,095	\$22,079	\$24,579	\$0
WATER SYSTEM EPA RISK ASSESS	\$39,674	\$7,000	\$10,326	\$0
<b>Total Water Utility:</b>	<b>\$343,079</b>	<b>\$1,555,074</b>	<b>\$791,326</b>	<b>\$544,141</b>
<b>Total Strategic Action Plan &amp; Capital Outlay:</b>	<b>\$343,079</b>	<b>\$1,555,074</b>	<b>\$791,326</b>	<b>\$544,141</b>
<b>Total Expense Objects:</b>	<b>\$343,079</b>	<b>\$1,555,074</b>	<b>\$791,326</b>	<b>\$544,141</b>



The Wastewater Strategic and Capital Project Fund is used to account for financial resources, usually through internal funding from the Utility Operations Fund, to be used for the acquisition or construction of major capital facilities and strategic action plan projects of the wastewater utility. The purpose of this fund is to separate costs that are considered non-operational, typically associated with one-time projects that are not annually occurring, or large projects which may span over multiple budget years.

### Summary

The City of Fair Oaks Ranch is projecting \$265K of revenue in FY2023, which represents a 78.68% decrease over the prior year. Budgeted expenditures are projected to decrease by 19.14% or \$220K to \$930K in FY2023.

### Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Transfers	\$843,727	\$320,666	\$620,460	\$264,587
Other Financing Sources		\$920,210	\$920,210	\$0
<b>Total Revenue Source:</b>	<b>\$843,727</b>	<b>\$1,240,876</b>	<b>\$1,540,670</b>	<b>\$264,587</b>

### Expenditures by Expense Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Strategic Action Plan &amp; Capital Outlay</b>				
<b>Wastewater Utility</b>				
SOLIDS HANDLING	\$39,759	\$920,210	\$1,220,004	\$0
FUTURE WW TREATMENT PLANT	\$0	\$200,000	\$200,000	\$929,711
GIS COMPATIBLE WORK ORDER SYS	\$0	\$0	\$631	\$0
UTILITY RATE STUDY	\$50,095	\$22,079	\$24,579	\$0
WW SYSTEM EPA RISK ASSESSMENT	\$11,788	\$7,500	\$9,953	\$0
<b>Total Wastewater Utility:</b>	<b>\$101,642</b>	<b>\$1,149,789</b>	<b>\$1,455,167</b>	<b>\$929,711</b>
<b>Total Strategic Action Plan &amp; Capital Outlay:</b>	<b>\$101,642</b>	<b>\$1,149,789</b>	<b>\$1,455,167</b>	<b>\$929,711</b>
<b>Total Expense Objects:</b>	<b>\$101,642</b>	<b>\$1,149,789</b>	<b>\$1,455,167</b>	<b>\$929,711</b>



# Utility Vehicle and Equipment Replacement Fund

The Utility Vehicle/Equipment Replacement Fund (ERF) is dedicated for the replacement of Utility Fund capital items such as fleet vehicles and heavy equipment for all of the utilities. The purpose of this fund is to ensure that adequate funds are available to purchase vehicles and equipment, to stabilize budgeting for major purchases, and to provide a systematic approach to procurement and disposition of the fleet.

## Summary

The City of Fair Oaks Ranch is projecting \$126K of revenue in FY2023, which represents a 50.44% increase over the prior year. Budgeted expenditures are projected to increase by 36.72% or \$72.6K to \$270.5K in FY2023.

### Utility ERF Revenues by Source

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Revenue Source				
Transfers	\$90,000	\$83,739	\$83,739	\$125,975
<b>Total Revenue Source:</b>	<b>\$90,000</b>	<b>\$83,739</b>	<b>\$83,739</b>	<b>\$125,975</b>

### Utility ERF Expenditures by Type

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
Expense Objects				
Transfers and Non-Cash Adjustments				
General Expense				
Transfer to Water Division	\$0	\$152,820	\$152,820	\$114,750
Transfer to Wastewater Division	\$0	\$45,000	\$100,579	\$155,700
<b>Total General Expense:</b>	<b>\$0</b>	<b>\$197,820</b>	<b>\$253,399</b>	<b>\$270,450</b>
<b>Total Transfers and Non-Cash Adjustments:</b>	<b>\$0</b>	<b>\$197,820</b>	<b>\$253,399</b>	<b>\$270,450</b>
<b>Total Expense Objects:</b>	<b>\$0</b>	<b>\$197,820</b>	<b>\$253,399</b>	<b>\$270,450</b>

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# GENERAL FUND DEPARTMENTS

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# Mayor & City Council



## Mission Statement

To serve as the legislative and policy-making body of the City. The Mayor and Council provide community leadership, adopt ordinances, plans, budgets and capital improvement programs that encourage citizen awareness and involvement, guide the delivery of high-quality municipal services, and preserve and protect the City's unique quality of life.

## Scope of Services Summary

Fair Oaks Ranch is a home-rule city. The City Council consists of six Council Members and a Mayor, all of which vote on the issues brought before Council. All members of the Council are elected at-large and are limited to two consecutive, three-year terms. The City Council operates under the City of Fair Oaks Ranch Home Rule Charter, City ordinances and State law. The City Manager, City Attorney, Municipal Judge, City Secretary and Investment Officer are appointed by the City Council and operate under its guidance.

The City Council is the policy-making arm of city government. It has a wide variety of tasks which include approving the yearly budget of the City, appointing citizen advisory board and commission members, ordering regular and special elections, and setting the Strategic Plan for the City.

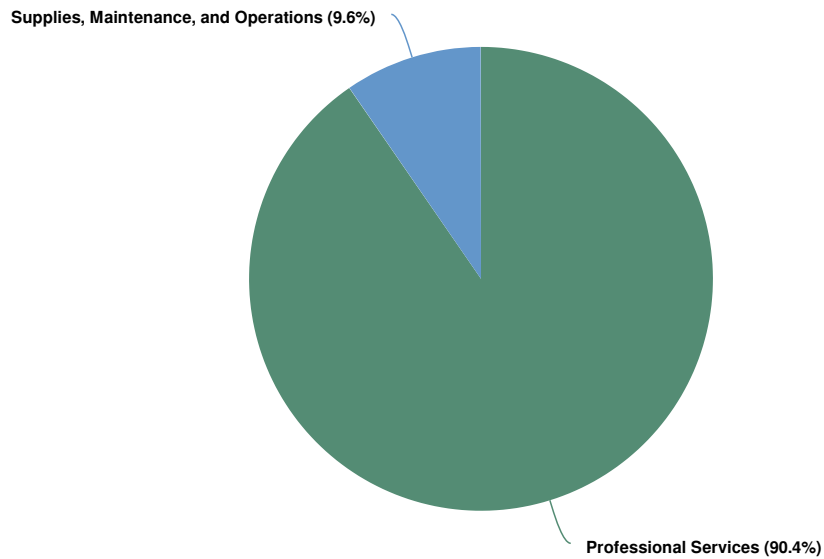
## Recent Accomplishments

- Started construction of wastewater dewatering press
- Completed Largest Road Resurfacing Project
- Upgraded Water plant #2 with improved hydrotank and variable speed drives
- Utilized federal Highway Safety Improvement Project to acquire funding for road improvement projects
- Completed Chartwell realignment with Saddle Song Road across Dietz-Elkhorn
- Planning and Zoning Commission review and update of the Unified Development Code
- Began live streaming all council meetings
- Renovation of City Hall
- Conducted a wastewater treatment plant study to determine long term needs for utility
- Conducted a citizens advisory committee for City Council Code of Conduct
- Conducted a Wate and Wastewater Utility Rate Citizens Advisory Panel
- Began design of four stormwater projects
  - Silver Spur
  - Rolling Acres
  - Tivoli Way
  - Turf Paradise
- Wastewater Treatment Plant of the Year Award from Water Environment Association of Texas
- Ernest W. Champion named Outstanding Municipal Operator of the Year from Water Environment Association of Texas.
- Developed the Popular Finance Report
- Law enforcement patrol agreement implemented with Front Gate and Elkhorn Ridge subdivisions
- Roadway safety enhancements: striping, road reflectors and sharp turn signage
- Updated and approved a Stormwater Capital Improvement Plan
- Updated and approved a Transportation Capital Improvement Plan
- Updated and approved a Water / Wastewater Capital Improvement Plan
- Completed a comprehensive review and audit of City's general fund and utility fund
- Finance Department received Certificate of Achievement for Excellence in Finance Reporting
- Finance Department received the Distinguished Budget Presentation Award
- Participated as a member of the Kendall County Boerne Fair Oaks Transportation Committee
- Updated the Council Rules of Procedures
- Conducted a State of the City presentation for residents of Fair Oaks Ranch
- Conducted a Police Department Staffing Study

## Expenditures Summary

\$29,700 -\$5,100  
 (-14.66% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Supplies, Maintenance, and Operations</b>				
<b>General Government</b>				
UNIFORMS	\$228	\$350	\$350	\$350
COMMITTEE - COMMUNICATIONS	\$0	\$1,000	\$500	\$500
COMMITTEE - PLANNING & ZONING	\$58	\$1,000	\$500	\$500
COMMITTEE - BOARD OF ADJ	\$0	\$1,000	\$500	\$500
URBAN WILDLIFE	\$0	\$500	\$500	\$500
COMMITTEE - AUDIT	\$0	\$1,000	\$0	\$500
<b>Total General Government:</b>	<b>\$286</b>	<b>\$4,850</b>	<b>\$2,350</b>	<b>\$2,850</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$286</b>	<b>\$4,850</b>	<b>\$2,350</b>	<b>\$2,850</b>
<b>Professional Services</b>				
<b>General Government</b>				
PROFESSIONAL SERVICES	\$0	\$8,100	\$0	\$0

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
DUES/SUBSCRIPTIONS	\$2,882	\$2,800	\$2,944	\$2,800
TRAINING/SEMINARS & TRAVEL	\$350	\$7,000	\$3,500	\$7,000
MEETINGS & RELATED TRAVEL	\$1,079	\$11,800	\$9,300	\$11,800
PUBLIC RELATIONS & EVENTS	\$177	\$250	\$250	\$5,250
<b>Total General Government:</b>	<b>\$4,488</b>	<b>\$29,950</b>	<b>\$15,994</b>	<b>\$26,850</b>
<b>Total Professional Services:</b>	<b>\$4,488</b>	<b>\$29,950</b>	<b>\$15,994</b>	<b>\$26,850</b>
<b>Total Expense Objects:</b>	<b>\$4,774</b>	<b>\$34,800</b>	<b>\$18,344</b>	<b>\$29,700</b>

# Administration



## Mission Statement

To preserve and continually improve the unique hill country quality of life for Fair Oaks Ranch residents and businesses through a proactive partnership approach that facilitates city management *with* the community rather than city management *for* the community.

## Scope of Services Summary

As the top appointed official of Fair Oaks Ranch, the City Manager provides management of the day-to-day activities of the City, and is responsible for implementing and executing the policies established by the elected City Council. The City Manager provides executive leadership to the organization and staff and communicates organizational goals and values to the public. In addition, the City Manager ensures a strong financial condition for the City, provides strategic guidance, and promotes citizen engagement and governmental transparency.

The Assistant City Manager for Administrative Services is highly responsible for developing the City's strategic action plan, implementing and executing policies as established by the City Council, and overseeing the Finance, IT, Court and HR/Communications departments.

The Assistant City Manager for Public Works and Engineering Services portfolio includes planning and zoning, building permits, code compliance, engineering services, water and wastewater, street maintenance and other contract services.

The customer service clerks are the first point of contact for citizen information regarding city services, programs and events. They also collect fees, issue various permits and licenses, and offer free notary service to City residents for non-business documents.

The "Big Picture" opportunity for the City of Fair Oaks Ranch is, and will continue to be, managing growth and enhancing the quality of life for the citizenry. The focus of the City must be on developing and maintaining an "achievable" Strategic Plan that represents the interests of residents and business owners (current and future), while maintaining the integrity of an implementation strategy that is coordinated, equitable, predictable, and delivers the most "bang for the buck." City Management must be effective in communicating and soliciting service delivery expectations from the citizenry based on existing resource allocations.

As the City moves towards build-out, delivery of service challenges will evolve. These challenges encompass everything from infrastructure (water, wastewater, drainage, mobility, open space, etc.), to police and fire. It is essential for City Management to continue to be a proactive supporter of the City Council's ongoing effort to formulate and administer policies and controls that reflect the values of the community and maintain the integrity of the municipal service delivery function.



## Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
City Manager	1	1	1	1
Assistant City Manager-Administrative Services	-	1	1	1
Assistant City Manager-Public Works & Engineering Services	1	1	1	1
Executive Assistant**	1	-	-	-
Customer Service Clerk*	-	2	2	2
<b>Total Funded Staffing</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Prior to 2019-20, the Customer Service Clerks were in the City Secretary Department.

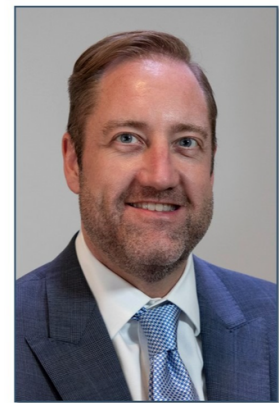
\*\*The Executive Assistant was not hired in lieu of hiring an IT technician.



Tobin Maples, City Manager



Carole Vanzant, Assistant City Manager



Scott Huizenga, Assistant City Manager Admin Services



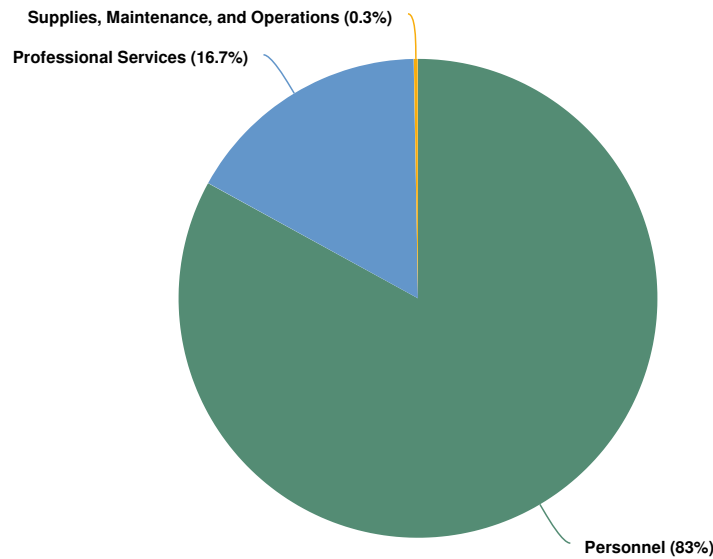
Front Desk Clerks, Elizabeth and Lilianna



## Expenditures Summary

\$708,422
\$2,244  
 (0.32% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$46	\$142	\$0	\$115
SALARIES	\$343,598	\$462,925	\$404,109	\$451,485
TAXES - SOCIAL SECURITY	\$17,704	\$28,710	\$22,676	\$27,931
TAXES - MEDICARE	\$4,994	\$6,714	\$5,910	\$6,532
TAXES - FUTA/SUTA	\$702	\$765	\$765	\$306
WORKERS' COMP INSURANCE	\$796	\$1,250	\$703	\$1,477
RETIREMENT	\$41,111	\$54,746	\$48,926	\$53,712
HEALTH INSURANCE	\$31,286	\$31,577	\$37,131	\$39,189
CAR ALLOWANCE	\$7,200	\$7,200	\$7,200	\$7,200
<b>Total Personnel:</b>	<b>\$447,437</b>	<b>\$594,029</b>	<b>\$527,420</b>	<b>\$587,947</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$113	\$850	\$850	\$650

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
MINOR EQUIPMENT & FURNITURE	\$0	\$5,080	\$830	\$900
FUEL	\$96	\$100	\$100	\$200
UNIFORMS	\$79	\$350	\$350	\$250
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$288</b>	<b>\$6,380</b>	<b>\$2,130</b>	<b>\$2,000</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$135,546	\$75,040	\$100,040	\$85,040
DUES/SUBSCRIPTIONS	\$2,119	\$2,929	\$4,073	\$4,136
TRAINING/SEMINARS & TRAVEL	\$3,322	\$20,870	\$18,370	\$22,576
MEETINGS & RELATED TRAVEL	\$525	\$6,680	\$4,680	\$6,473
EMPLOYEE APPRECIATION	\$0	\$250	\$250	\$250
<b>Total Professional Services:</b>	<b>\$141,511</b>	<b>\$105,769</b>	<b>\$127,413</b>	<b>\$118,475</b>
<b>Capital Outlay</b>				
FURNITURE, FIXTURES & EQUIP	\$0	\$0	\$27,360	\$0
<b>Total Capital Outlay:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$27,360</b>	<b>\$0</b>
<b>Total Expense Objects:</b>	<b>\$589,236</b>	<b>\$706,178</b>	<b>\$684,323</b>	<b>\$708,422</b>

# City Secretary



**Christina Picioccio**  
City Secretary

### Mission Statement

To ensure transparent and responsive government through appropriate recording and preservation of the City's legislative history and official records, to enhance service to the public, and to conduct fair and impartial City elections.

### Scope of Services Summary

The position of City Secretary is a statutory position required by state law, is appointed by the City Council, and falls under the supervision of the City Manager. The City Secretary prepares Council and other committee agendas and official minutes, prepares legal notices related to agendas and other city issues for publication and posting, serves as the custodian for the official city records (i.e. Code of Ordinances, Resolutions, and meeting minutes of City Council and various Boards and Commissions), maintains the city seal and attests all city documents, is responsible for oaths of office, and processes open records requests. The City Secretary serves as the Election Officer for City Elections and as the Records Manager.

### Recent Accomplishments

- Updated Records Management Plan and completed destruction of long term held paper records.
- Provided a majority of PIA responses in less than 6 days, despite the number of unprecedented PIA requests - 193 in FY 2020-21 (86 in FY 2019-20 & 73 in FY 2018-19).
- Initiated in-processing/orientation of committee members for Boards & Commissions: including in person training, digital training, opportunity for document submissions, and question and answer session.
- City Secretary attained the Texas Registered Municipal Clerk Credentialing. Currently the City Secretary and Deputy City Secretary both have this credentialing.

### Budgeted Staffing

Title	2018-19	2019-20	2020-21	2021-22	2022-23
City Secretary	1	1	1	1	1
Deputy City Secretary	1	1	1	1	1
Customer Service Clerk*	2	-	-	-	-
Total Funded Staffing	4	2	2	2	2

\* The Customer Service Clerks have been moved to the Administration Department effective FY 2019-20



Christina Picioccio, City Secretary



Amanda Valdez, Deputy City Secretary

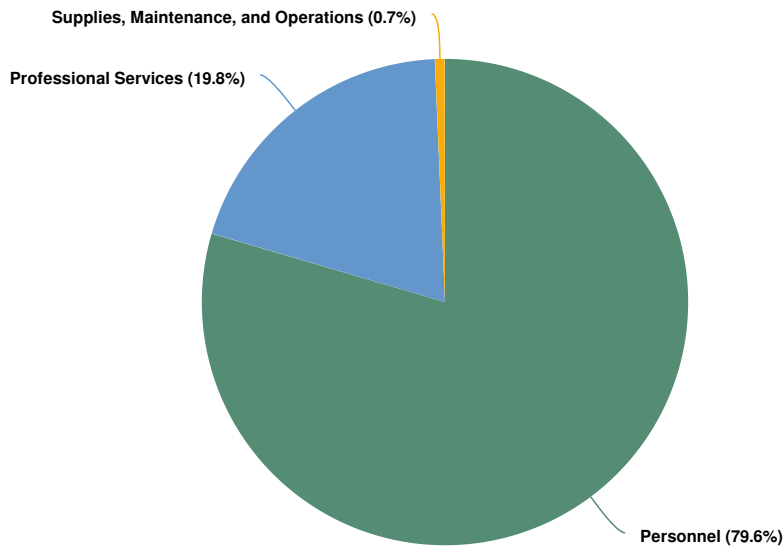
### Operational Performance Measures

Strategic Pillar	Performance Measure	2019-20	2020-21	Projected 2021-22	Proposed 2022-23
Operational Excellence	# Agendas/Minutes	56	70	60	60
Operational Excellence	# Ordinances and Resolutions Passed	57	40	28	30
Operational Excellence	# Public Information Requests Processed	86	194	70	90
Operational Excellence	Average Turnaround Time for PIA Requests (Managed by the City)	N/A	4.89 Days	5.6 Days	6.0 Days

## Expenditures Summary

\$254,840
\$27,726  
(12.21% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
<b>General Government</b>				
SALARIES	\$120,879	\$127,221	\$139,300	\$152,675
TAXES - SOCIAL SECURITY	\$7,074	\$7,888	\$8,326	\$9,306
TAXES - MEDICARE	\$1,654	\$1,845	\$1,947	\$2,176
TAXES - FUTA/SUTA	\$504	\$450	\$18	\$180
WORKERS' COMP INSURANCE	\$285	\$343	\$369	\$492
RETIREMENT	\$14,111	\$15,041	\$16,664	\$17,895
HEALTH INSURANCE	\$16,404	\$16,452	\$20,333	\$20,005
<b>Total General Government:</b>	<b>\$160,911</b>	<b>\$169,240</b>	<b>\$186,957</b>	<b>\$202,729</b>
<b>Total Personnel:</b>	<b>\$160,911</b>	<b>\$169,240</b>	<b>\$186,957</b>	<b>\$202,729</b>
<b>Supplies, Maintenance, and Operations</b>				
<b>General Government</b>				

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
SUPPLIES & CONSUMABLES	\$1,206	\$1,000	\$1,000	\$1,300
MINOR EQUIPMENT & FURNITURE	\$91	\$200	\$200	\$280
UNIFORMS	\$98	\$100	\$100	\$100
MISCELLANEOUS	\$315	\$0	\$0	\$0
<b>Total General Government:</b>	<b>\$1,709</b>	<b>\$1,300</b>	<b>\$1,300</b>	<b>\$1,680</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$1,709</b>	<b>\$1,300</b>	<b>\$1,300</b>	<b>\$1,680</b>
<b>Professional Services</b>				
<b>General Government</b>				
PROFESSIONAL SERVICES	\$230	\$4,789	\$4,789	\$24,889
DUES/SUBSCRIPTIONS	\$395	\$563	\$713	\$762
TRAINING/SEMINARS & TRAVEL	\$3,241	\$5,700	\$5,700	\$6,180
MEETINGS & RELATED TRAVEL	\$118	\$1,200	\$450	\$1,500
ELECTIONS	\$50,956	\$38,222	\$0	\$7,000
EMPLOYEE APPRECIATION	\$30	\$100	\$100	\$100
RECORDING / REPORTING	\$6,156	\$6,000	\$6,000	\$10,000
<b>Total General Government:</b>	<b>\$61,128</b>	<b>\$56,574</b>	<b>\$17,752</b>	<b>\$50,431</b>
<b>Total Professional Services:</b>	<b>\$61,128</b>	<b>\$56,574</b>	<b>\$17,752</b>	<b>\$50,431</b>
<b>Total Expense Objects:</b>	<b>\$223,747</b>	<b>\$227,114</b>	<b>\$206,009</b>	<b>\$254,840</b>

# HR & Communications



**Joanna Merrill**  
HR & Communications Director

## Mission Statement

The Human Resources & Communications Department is committed to attracting, developing, and retaining a diverse workforce capable of providing quality services to the citizens of Fair Oaks Ranch, and to informing, educating, and engaging the citizenry through active City communications.

## Scope of Services Summary

**Human Resource Management:** This department plans, coordinates, and directs the administrative functions of the City's organizational/employee life cycle, such as partnering with other departments to provide workforce and management strategies in the areas of workforce planning, compensation, personnel management, benefits, and policy development. Human Resources also serves as the link between the City's management teams, and its employees as needed. The department also provides the functions of assisting with staff recruitment, interviews and the selection process, policy development and management, employment law compliance, employee recognition and development, and personnel records management.

**Risk Management:** This department also acts as the liaison for the management of the City's property and liability insurance coverage through the Texas Municipal Intergovernmental Risk Pool. Some of these coverage responsibilities include properties, cybersecurity, facilities, vehicles, equipment and worker's compensation insurance coverage for all City employees. The function of this area of the department is to work with other departments to promote a safe working environment, ensure safety training is available, and that proper procedures are in place including maintenance of claims files and monitoring of all claims filed from initial notice through the final resolution/outcome.

**Communications:** The department develops, recommends, implements, and coordinates the City's communication strategy with the citizens of Fair Oaks Ranch, staff, and Council. These functions are performed by maintaining the City's website and social media accounts. The department also plans, coordinates, markets, and promotes any community outreach events as needed, and serves as the staff liaison for the communications committee on projects such as branding and future strategies for a clear, concise, and strategic dissemination of information and messaging.

## Recent Accomplishments - HR

- Designed and implemented core HRIS module within NeoGov
- Designed and implemented the Insights module within NeoGov
- Implemented several new employee appreciation events and various morale enhancing programs throughout the year
- Negotiated a 0% net increase for Employee Health Benefits for the FY 2022-23 budget year
- Successfully transitioned pre-employment and post-accident screenings to a new vendor
- Planned, coordinated and organized the logistics of a sold out State of the City event

## Recent Accomplishments - Communications

- Successfully designed and implemented the Live-Streaming of Council Meetings
- Created a YouTube channel for the City and the Municipal Court
- Incorporated new platforms such as LinkedIn and Twitter into our social media communication strategy
- Enhanced educational videos regarding events, projects and safety initiatives
- Developed a Communications and Public Engagement Procedure
- Onboarded new Multimedia Communications Specialist



### Budgeted Staffing

Title	2018-19	2019-20	2020-21	2021-22	2022-23
Director of HR & Communications	1	1	1	1	1
HR & Communications Specialist	1	1	1	1	1
Communications Specialist	0	0	0	1	1
Total Funded Staffing	2	2	2	3	3



Joanna Merrill, HR and Communications  
Director



Jennifer Hudson, HR and  
Communications Specialist

### Operational Performance Measures

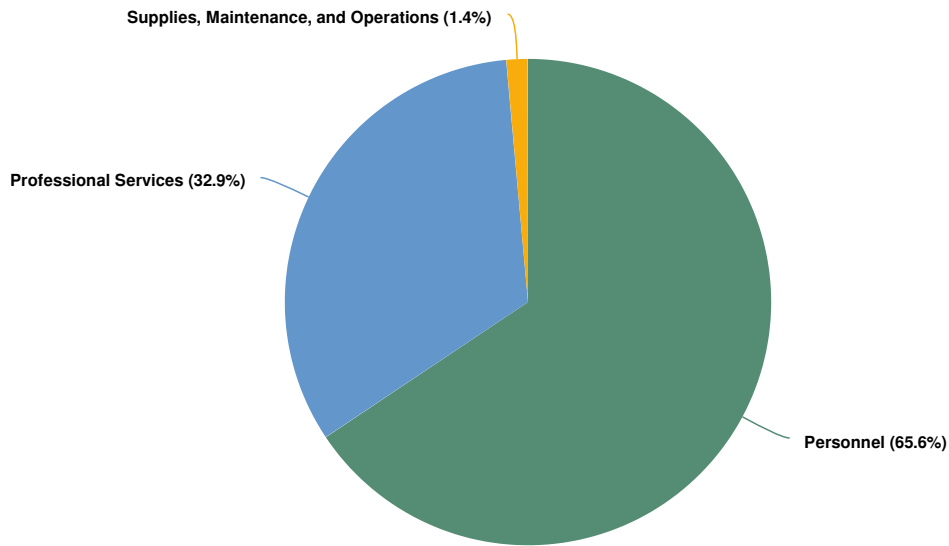
Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Operational Excellence	# of Separations/Hires	9/11	16/17	12/17	11/15
Operational Excellence	Average Annual Retention Rate	89.8%	88.3%	87.2%	90.0%
Operational Excellence	# Days Positions Vacant	30	45	60+	30
Operational Excellence	# of Followers*	1,679	2,723	9,142	9,600
Operational Excellence	# Social Media/Website Posts*	178	600	920	950
Operational Excellence	Average # of People Reached	2,464	4,663	36,830	38,672

\*Data prior to FY2021-22 only measured Facebook. Data for FY2021-22 includes Facebook, NextDoor, Twitter, LinkedIn and YouTube

## Expenditures Summary

\$235,477 \$1,775  
 (0.76% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
SALARIES	\$142,919	\$121,887	\$94,507	\$120,486
TAXES - SOCIAL SECURITY	\$8,639	\$7,557	\$5,755	\$7,390
TAXES - MEDICARE	\$2,020	\$1,767	\$1,346	\$1,728
TAXES - FUTA/SUTA	\$504	\$338	\$14	\$135
WORKERS' COMP INSURANCE	\$295	\$329	\$277	\$391
RETIREMENT	\$16,800	\$14,410	\$11,290	\$14,211
HEALTH INSURANCE	\$6,471	\$7,804	\$8,411	\$10,221
<b>Total Personnel:</b>	<b>\$177,649</b>	<b>\$154,092</b>	<b>\$121,600</b>	<b>\$154,562</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$1,651	\$3,500	\$3,927	\$1,600
MINOR EQUIPMENT & FURNITURE	\$673	\$7,130	\$4,717	\$1,600
UNIFORMS	\$299	\$200	\$250	\$150

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$2,624</b>	<b>\$10,830</b>	<b>\$8,894</b>	<b>\$3,350</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$0	\$0	\$2,795	\$495
DUES/SUBSCRIPTIONS	\$1,479	\$1,616	\$1,616	\$2,010
TRAINING/SEMINARS & TRAVEL	\$5,985	\$14,399	\$6,604	\$16,275
MEETINGS & RELATED TRAVEL	\$1,057	\$800	\$800	\$950
PUBLIC RELATIONS & EVENTS	\$4,784	\$38,450	\$20,450	\$43,450
EMPLOYEE APPRECIATION	\$9,579	\$10,015	\$10,015	\$11,410
EMPLOYMENT COSTS	\$8,322	\$3,500	\$3,500	\$2,975
<b>Total Professional Services:</b>	<b>\$31,205</b>	<b>\$68,780</b>	<b>\$45,780</b>	<b>\$77,565</b>
<b>Capital Outlay</b>				
FURNITURE, FIXTURES & EQUIP	\$12,777	\$0	\$0	\$0
<b>Total Capital Outlay:</b>	<b>\$12,777</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expense Objects:</b>	<b>\$224,256</b>	<b>\$233,702</b>	<b>\$176,274</b>	<b>\$235,477</b>

# Finance



**Summer Fleming**  
Interim Director of Finance

## Mission Statement

The Finance Department is committed to ensuring and maintaining the financial integrity and stability of the City, and to proactively plan for future growth through the responsible management of the City's finances.

## Scope of Services Summary

The Finance Department is responsible for financial operations, financial reporting, accounting, accounts payable, accounts receivable, payroll, fixed assets, financial planning, internal controls, procurement, debt management and utility billing. This office, working closely with other City departments, also develops the annual General Fund Budget, Utility Fund Budget and Strategic Action Plan. Further, the Finance Office is responsible for all cash management and investments.

The Finance Department is committed to providing timely, accurate, and complete information and support to other City departments, citizens, and the community at large while maintaining a high level of compliance with all pertinent Federal, State, and local rules and regulations. The Finance Director is the Council appointed Investment Officer, oversees the IT function, Municipal Court, and serves as the City liaison to the Municipal Development District. The Finance department is also responsible for the collection of payments for water and wastewater accounts.

## Recent Accomplishments

- Received GFOA Award for Excellence in Financial Reporting for the FY2020 Annual Comprehensive Financial Report and the GFOA Distinguished Budget Presentation Award for the City's FY2022 Budget.
- Completed the City's first Popular Annual Financial Report and submitted to GFOA Award Program.
- Completed ARPA Grant accounting and compliance reporting.
- Solicited and awarded contracts for \$1MM Street Maintenance Program, Chartwell Lane Realignment Project and WWTP Dewatering Project.
- Awarded 9 Engineering contracts for on-call consultants to design projects for the City over the next 4 years, negotiating hourly rates for a 4-year period to create consistency in budgeting.

## Budgeted Staffing

Title	2018-19	2019-20	2020-21	2021-22
Finance Director	1	1	1	1
Accounting Manager	1	1	1	1
Accountant	1	1	1	1
Procurement Manager	1	1	1	1
IT Manager*	1	1	-	-
AP/Payroll Specialist	1	1	1	1
Total Funded Staffing	6	6	5	6

\*Prior to 2020-21, the IT Manager was part of the Finance Department

\*\* Prior to 2021-22, the Utility Billing Clerk was part of Public Works



Summer Fleming, Interim Finance Director



Clayton Hoelscher, Procurement Manager

### Operational Performance Measures

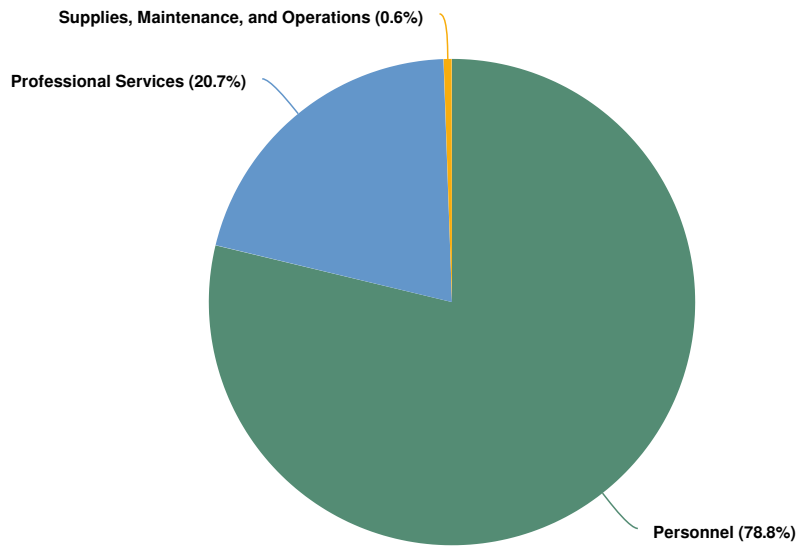
Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Financial Integrity	# of Invoices Processed	2,287	2,227	2,385	2,350
Financial Integrity	# Months in GF Operating Reserve	7.3	7.0	6.4	6.0
Financial Integrity	# Purchases w/Competitive Requirements	27	36	46	50
Financial Integrity	Clean Audit Finding	Yes	Yes	Yes	Yes
Financial Integrity	Receive GFOA ACFR Award	Yes	Yes	Yes	Yes
Financial Integrity	Receive GFOA Distinguished Budget Award	Yes*	Yes	Yes	Yes
Financial Integrity	Receive GFOA PAFR Award	-	-	Yes*	Yes

\* First year City applied for this award

## Expenditures Summary

**\$376,226** **-\$6,207**  
 (-1.62% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
<b>General Government</b>				
OVERTIME	\$83	\$265	\$79	\$157
SALARIES	\$195,616	\$207,311	\$153,178	\$218,098
TAXES - SOCIAL SECURITY	\$11,492	\$12,870	\$9,139	\$13,468
TAXES - MEDICARE	\$2,688	\$3,010	\$2,137	\$3,150
TAXES - FUTA/SUTA	\$798	\$563	\$23	\$225
WORKERS' COMP INSURANCE	\$457	\$560	\$461	\$712
RETIREMENT	\$22,728	\$24,541	\$18,636	\$25,898
HEALTH INSURANCE	\$25,845	\$26,449	\$30,445	\$34,598
<b>Total General Government:</b>	<b>\$259,706</b>	<b>\$275,569</b>	<b>\$214,098</b>	<b>\$296,306</b>
<b>Total Personnel:</b>	<b>\$259,706</b>	<b>\$275,569</b>	<b>\$214,098</b>	<b>\$296,306</b>
<b>Supplies, Maintenance, and Operations</b>				

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>General Government</b>				
SUPPLIES & CONSUMABLES	\$785	\$1,325	\$1,325	\$1,325
MINOR EQUIPMENT & FURNITURE	\$56	\$1,500	\$500	\$500
UNIFORMS	\$230	\$250	\$250	\$250
<b>Total General Government:</b>	<b>\$1,070</b>	<b>\$3,075</b>	<b>\$2,075</b>	<b>\$2,075</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$1,070</b>	<b>\$3,075</b>	<b>\$2,075</b>	<b>\$2,075</b>
<b>Professional Services</b>				
<b>General Government</b>				
PROFESSIONAL SERVICES	\$57,923	\$97,179	\$97,179	\$71,120
DUES/SUBSCRIPTIONS	\$401	\$1,160	\$1,525	\$475
TRAINING/SEMINARS & TRAVEL	\$3,402	\$4,800	\$2,800	\$5,600
MEETINGS & RELATED TRAVEL	\$83	\$400	\$400	\$400
EMPLOYEE APPRECIATION	\$266	\$250	\$250	\$250
<b>Total General Government:</b>	<b>\$62,075</b>	<b>\$103,789</b>	<b>\$102,154</b>	<b>\$77,845</b>
<b>Total Professional Services:</b>	<b>\$62,075</b>	<b>\$103,789</b>	<b>\$102,154</b>	<b>\$77,845</b>
<b>Total Expense Objects:</b>	<b>\$322,852</b>	<b>\$382,433</b>	<b>\$318,327</b>	<b>\$376,226</b>



# Information Technology



**Brian LeJeune**  
IT Manager

## Mission Statement

Information Technology (IT) serves the City through a series of functions that include integrating software systems, providing cybersecurity and technology support, and negotiating and managing IT related contracts.

## Scope of Services Summary

- Provide all network, software, hardware, and telecommunication support to the City.
- Develop an annual IT master plan which combines the information technology service plan and supports individual departmental plans.
- Create the technological environment that enables City employees to quickly access vital information using the most efficient and cost effective system hardware and software.
- Monitor industry standards, legislative rulings, and vendor recommendations to maintain a secure, current, and viable technological platform for all user's training and education.
- Maintain a continuous education and training schedule to stay current with the ever-changing and evolving field.

## Recent Accomplishments

- Upgraded core network switch firmware
- Deployed TLS VPN – mostly eliminating the need for RDS
- Deployed laptops for Wastewater to utilize at Fire Station #3
- Assessed/mitigated environment related to Log4j vulnerability
- Restored a domain controller from backup after installing a bad patch published by Microsoft
- Assisted with City Hall Remodel Project quoting & IT implementation (ongoing)
- Deployed digital signatures for check signing
- Completed CJIS Audit in conjunction with our Police Department
- Deployed Vulnerability Scanner
- Oversaw the Bluum installation of the A/V system
- Deployed new hardware for staff
- Refreshed our six (6) copiers under one lease agreement
- Deployed SCADA viewer PC in Utilities

## Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
IT Manager	-	1	1	1
IT Technician	-	1	1	1
Total Funded Staffing	-	2	2	2

\*Prior to 2020-21, the IT Manager was part of the Finance Department



Brian LeJeune, IT Manager

### Operational Performance Measures

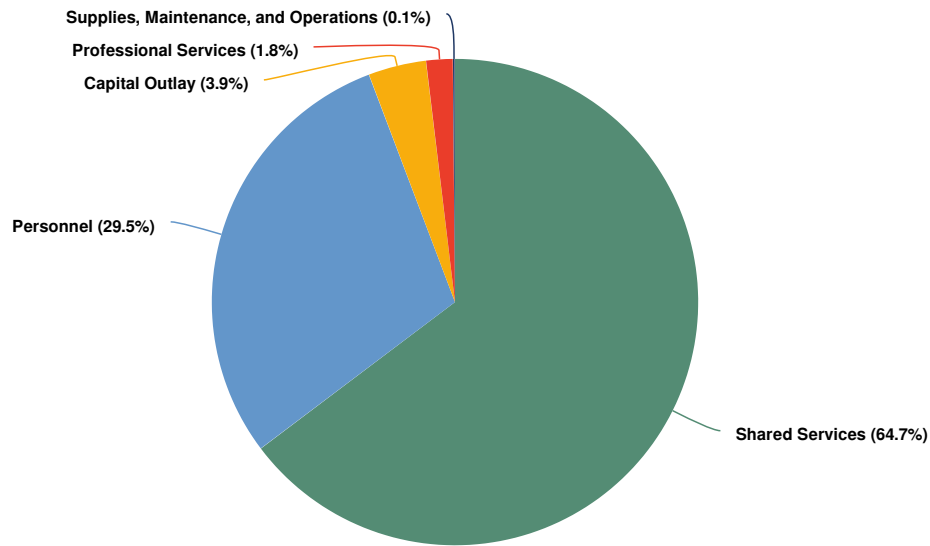
Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Operational Excellence	# of Workstations Installed	19	20	21	10
Operational Excellence	# IT Tickets Resolved	2	707	750	800

*New KPIs in development for FY2022-23*

## Expenditures Summary

\$389,263 -\$48,103  
 (-11.00% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
<b>General Government</b>				
SALARIES	\$65,250	\$81,015	\$80,238	\$85,537
TAXES - SOCIAL SECURITY	\$3,811	\$5,023	\$4,750	\$5,276
TAXES - MEDICARE	\$891	\$1,175	\$1,111	\$1,234
TAXES - FUTA/SUTA	\$382	\$225	\$9	\$90
WORKERS' COMP INSURANCE	\$173	\$219	\$184	\$279
RETIREMENT	\$7,520	\$9,578	\$9,600	\$10,145
HEALTH INSURANCE	\$7,826	\$9,795	\$12,911	\$12,369
<b>Total General Government:</b>	<b>\$85,853</b>	<b>\$107,030</b>	<b>\$108,803</b>	<b>\$114,930</b>
<b>Total Personnel:</b>	<b>\$85,853</b>	<b>\$107,030</b>	<b>\$108,803</b>	<b>\$114,930</b>
<b>Supplies, Maintenance, and Operations</b>				
<b>General Government</b>				

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
SUPPLIES & CONSUMABLES	\$61	\$200	\$200	\$200
MINOR EQUIPMENT & FURNITURE	\$223	\$4,250	\$750	\$200
UNIFORMS	\$0	\$100	\$100	\$100
<b>Total General Government:</b>	<b>\$283</b>	<b>\$4,550</b>	<b>\$1,050</b>	<b>\$500</b>
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$283</b>	<b>\$4,550</b>	<b>\$1,050</b>	<b>\$500</b>
<b>Professional Services</b>				
<b>General Government</b>				
PROFESSIONAL SERVICES	\$715	\$3,000	\$3,000	\$2,000
DUES/SUBSCRIPTIONS	\$0	\$175	\$175	\$175
TRAINING/SEMINARS & TRAVEL	\$2,972	\$4,650	\$3,900	\$4,500
MEETINGS & RELATED TRAVEL	\$27	\$100	\$100	\$100
EMPLOYEE APPRECIATION	\$128	\$100	\$100	\$100
<b>Total General Government:</b>	<b>\$3,842</b>	<b>\$8,025</b>	<b>\$7,275</b>	<b>\$6,875</b>
<b>Total Professional Services:</b>	<b>\$3,842</b>	<b>\$8,025</b>	<b>\$7,275</b>	<b>\$6,875</b>
<b>Shared Services</b>				
<b>General Government</b>				
FACILITY CONTRACTS & SERVICES	\$24,335	\$29,586	\$27,286	\$17,461
TECH/INTERNET/SOFTWARE MAINTEN	\$171,558	\$210,950	\$196,750	\$197,440
PHONE/CABLE/ALARMS	\$38,655	\$29,725	\$29,725	\$37,057
<b>Total General Government:</b>	<b>\$234,548</b>	<b>\$270,261</b>	<b>\$253,761</b>	<b>\$251,958</b>
<b>Total Shared Services:</b>	<b>\$234,548</b>	<b>\$270,261</b>	<b>\$253,761</b>	<b>\$251,958</b>
<b>Capital Outlay</b>				
<b>General Government</b>				
FURNITURE, FIXTURES & EQUIP	\$0	\$47,500	\$41,066	\$15,000
<b>Total General Government:</b>	<b>\$0</b>	<b>\$47,500</b>	<b>\$41,066</b>	<b>\$15,000</b>
<b>Total Capital Outlay:</b>	<b>\$0</b>	<b>\$47,500</b>	<b>\$41,066</b>	<b>\$15,000</b>
<b>Total Expense Objects:</b>	<b>\$324,526</b>	<b>\$437,366</b>	<b>\$411,955</b>	<b>\$389,263</b>

# Municipal Court



**Ricardo Bautista**  
Court Administrator

## Mission Statement

The mission of the Municipal Court is to provide effective and impartial administration of justice, as prescribed by the Texas Code of Criminal Procedure and the Code of Judicial Conduct, with exceptional customer service while building public trust and confidence.

## Scope of Services Summary

The Municipal Court is a Judicial Branch of the city government. This Court and its officers are dedicated to the principles of impartiality, fairness, integrity, separation of powers, and judicial independence. These are the principles to which the Court is committed in its role as the Judicial Branch of our local government.

The Municipal Court handles the judicial processing of Class C misdemeanors that originate from traffic citations, citizen complaints, code violations and misdemeanor arrests occurring within the territorial limits of the City of Fair Oaks Ranch. The Municipal Court process is predetermined by the Texas Code of Criminal Procedure and the Code of Judicial Conduct.

In addition to the judicial processing, the Court prepares dockets, schedules trials, processes juries, records and collects fine payments and issues warrants for Violation of Promise to Appear and Failure to Appear. The Municipal Court also processes code violations as part of the City-wide code enforcement effort. The Municipal Court Judge is appointed by the City Council. The Judge presides over trials and hearings, levies fines, sets bails, accepts bonds, issues arrest and search warrants, administers juvenile magistrate's warnings and arraigns prisoners.

## Recent Accomplishments

- Court is up to date on all pending matters due to the Pandemic
- Resumed in person Court Proceedings
- Initiated a Paperless procedure across the Court
- Started live streaming the Court Proceedings

## Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
Court Administrator	1	1	1	1
Court Clerk	1	1	1	1
Total Funded Staffing	2	2	2	2



Ricardo Bautista, Court Administrator



Court Clerk, Maria

Honorable Judge Kimberly S. Keller presides over the Municipal Court of Fair Oaks Ranch Texas and is appointed by the City Council.

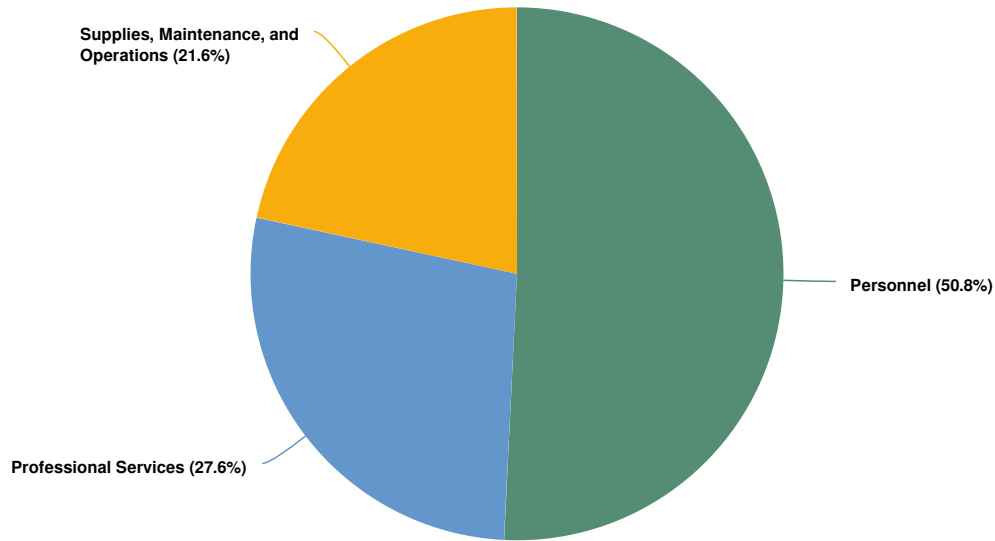
**Operational Performance Measures**

Strategic Pillar	Performance Measure	2019-20	2020-21	Projected 2021-22	Proposed 2022-23
Operational Excellence	# of Cases Filed	1,074	975	1,402	1,800
Operational Excellence	# of Cases in Collection	433	643	686	1,086
Operational Excellence	# of Hours of Staff Training	252	317	124	160
Operational Excellence	# of Defendants Appearing Before the Judge	113	77	139	180
Operational Excellence	#Magistrate Services	2	2	8	12

## Expenditures Summary

\$286,789
\$38,273  
(15.40% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$0	\$510	\$2,177	\$320
SALARIES	\$106,810	\$117,045	\$86,699	\$101,000
TAXES - SOCIAL SECURITY	\$6,457	\$7,288	\$5,335	\$6,214
TAXES - MEDICARE	\$1,510	\$1,705	\$1,248	\$1,453
TAXES - FUTA/SUTA	\$505	\$450	\$18	\$180
WORKERS' COMP INSURANCE	\$250	\$316	\$369	\$328
RETIREMENT	\$12,427	\$13,898	\$10,686	\$11,950
HEALTH INSURANCE	\$13,178	\$13,924	\$20,108	\$24,190
<b>Total Personnel:</b>	<b>\$141,139</b>	<b>\$155,136</b>	<b>\$126,640</b>	<b>\$145,635</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$1,671	\$1,700	\$1,700	\$1,700
MINOR EQUIPMENT & FURNITURE	\$85	\$200	\$200	\$1,400

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
UNIFORMS	\$0	\$100	\$217	\$150
COURT SECURITY BUILDING	\$3,402	\$4,700	\$4,700	\$58,724
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$5,158</b>	<b>\$6,700</b>	<b>\$6,817</b>	<b>\$61,974</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$45,926	\$82,230	\$70,230	\$74,230
DUES/SUBSCRIPTIONS	\$110	\$800	\$300	\$800
TRAINING/SEMINARS & TRAVEL	\$500	\$3,050	\$3,050	\$3,550
MEETINGS & RELATED TRAVEL	\$22	\$500	\$500	\$500
EMPLOYEE APPRECIATION	\$100	\$100	\$100	\$100
<b>Total Professional Services:</b>	<b>\$46,659</b>	<b>\$86,680</b>	<b>\$74,180</b>	<b>\$79,180</b>
<b>Total Expense Objects:</b>	<b>\$192,955</b>	<b>\$248,516</b>	<b>\$207,637</b>	<b>\$286,789</b>



# Public Safety



**Tim Moring**  
Chief of Police

## Mission Statement

The mission of the Fair Oaks Ranch Police Department is to be responsive to our community, through the proactive enforcement of laws, the protection of life and property and the maintaining of order while affording dignity and respect to those we serve. We will strive to meet the present and future needs of the public through community partnership and innovation.

## Vision Statement

To be the safest city to live in, work and visit.

## Scope of Services Summary

The Fair Oaks Ranch Police Department is currently authorized 25 commissioned Police Officers, 3 Civilian Staff, and 1 K-9 Unit. The department is comprised of 4 sections; Administration, Patrol, Investigations, and Animal Control. Each section has its own unique responsibilities within the department.

Administration is comprised of the Chief of Police, the Lieutenant, the department's administrative assistant and administrative clerk. Administrative staff is responsible for every function of the department including scheduling, training, records, complaints, budgeting, and implementing policies.

Criminal investigations is comprised of a CID Sergeant and 2 investigators that handle numerous functions including investigating criminal offenses, collection and securing of evidence, and court preparation. Investigators get called out depending on the nature of the incident that has occurred. However, our patrol officers are primarily responsible for completing the initial investigation and crime scene processing.

The patrol division is the largest division in the department with 20 officers. It is made up of 4 sections with day patrol consisting of 1 sergeant and 4 patrol officers per shift and night patrol consisting of 1 sergeant and 4 officers per shift. The patrol division conducts the day-to-day operations of the Police Department. They are the most visible aspect of the City and are responsible for maintaining public safety and answering calls for service.

Since 2020. The Police Department has been planning to add a school resource officer (SRO) position. Command staff have been working closely with school district officials over the past year to create the first SRO for our elementary schools. After the tragic events in Uvalde, and in coordination with the school district, we are dedicated to providing an individual SRO for each elementary school instead of 1 that would travel to each.

The department currently has one Animal Services Officer. The Animal Services Officer is responsible for handling all calls regarding deer or other wildlife, as well as pets.

One major opportunity for the Fair Oaks Ranch Police department is to be recognized as a Best Practices Agency by the Texas Police Chiefs Association. The department reached recognized status for the first time in 2010 as the 35th department in the State of Texas to gain this prestigious recognition. The department was re-recognized in 2014 and 2019.

The department's K-9 program was initiated in the summer of 2018 with plans to help combat the influx of narcotics both within and around the City of Fair Oaks Ranch. By continuing to fully support this program, we hope to decrease the propensity of narcotics not only within the City but also to support neighboring agencies.

The department prides itself on being a true community-oriented Police Department through its numerous community outreach programs, such as their Junior Police Academy, Halloween Trunk or Treat event, Christmas Toy Drive, Santa Parade and many more. The department looks forward to having the events each year with plans for many more in the near future.

**Recent Accomplishments**

- Sgt. Alex Willis, Off. Eric De La Rosa, Sgt. Richard Gonzalez, and Off. Matthew Drexler were awarded Life Saving medals for their heroic actions.
- Off. Lacey Gonzalez was named Employee of the Year.
- 3 Officers received Letters of Commendation for their exceptional service to the City
- Fair Oaks Ranch was named the 3rd Safest City in Texas
- Officer De La Rosa, and Admin. Asst. Yvonne Medina received their 5 year service awards
- A generous grant allowed the Department to send our 5 female officers to the Women of Law Enforcement Conf. in Fort Worth.
- Allan Paz and Alex Willis were promoted to the rank of Sergeant.
- 2021's Toy Drive received over 1,000 toys, making it the largest toy drive to date.
- Officers Nathan Domenech, Michael Maddox, & Sgt. Richard Gonzalez took first place in 2021's Back the Badge 5K
- Sgt. Paul Zepeda & Off. Amanda Hinojosa successfully completed the certified instructor course for Gracie Survival Tactics.

**Budgeted Staffing**

Title	2019-20	2020-21	2021-22	2022-23
Chief of Police	1	1	1	1
Lieutenant	1	1	1	1
Sergeant	5	5	5	5
Police Investigator	2	2	2	2
Patrol Officer & SROs	16	16	16	18
Animal Services Officer	1	1	1	1
PD Admin Assistant	1	1	1	1
PD Admin Clerk	1	1	1	1
K-9 Unit (Buddy)	1	1	1	1
Total Funded Staffing	29	29	29	31

## Community Service

**Santa Parades:** During the height of the COVID pandemic, Officers implemented a Santa parade to bring some holiday joy to our residents during social distancing. After receiving numerous requests to continue the parade in 2021, the Officers, along with special guests Santa and Mrs. Clause, spent 4 nights in early December taking Santa around the City.

**National Night Out:** In October 2020, the Police Department was forced to cancel their National Night out program due to the secondary COVID wave. In 2021, we were able to have our National Night Out event. Officers visited 18 separate neighborhood gatherings and enjoyed visiting with community members.

**Trunk or Treat:** In October 2020, the Police Dept. conducted a "modified" Trunk or Treat event at the Police Dept. parking lot. Officers decorated patrol cars and 10 foot shoots to deliver candy to all the kids that came to visit. In 2021, no shoots were needed and attendance at the event was the largest ever with over 300 trick or treaters visiting the Police Dept.

**Citizens' Law Enforcement Academy:** The 2020 Citizen's Law Enforcement Academy was cancelled due to the COVID Pandemic. 2021's Citizen's Academy fell off the schedule again due to another spike in COVID cases.

**No-Shave November:** The No-Shave Program began at Fair Oaks Ranch PD in 2016, to raise donations for an officer during his battle with cancer. Officers have donated a specific amount each year since in order to grow out their beards for the month. In 2021, with almost unanimous consent from the Officers, the policy was amended to allow beards year round. Although they no longer had to, Officers still donated money during November and those total donations were matched by the Chief of Police. The money collected was then donated to a local non-profit that memorializes fallen officers across the country.

**Cookies with Santa:** Cookies with Santa event was held at the Police Department in 2021 where local youngsters could stop by and grab a picture and cookie with the big guy.

**Annual Toy Drive:** For many years the Police Department has participated in the annual Toy Drive during the Christmas holiday. In 2021, the toy drive became the largest in our history with over 1,000 toys donated by residents and local organizations. The Police Dept. cannot express our extreme gratitude to those who donated and housed our toy drive boxes to achieve so many toys. All toys were donated to Presbyterian Children's Home, Catholic Charities of San Antonio, and Providence Place.

**Beacon of Blue:** In 2021, Officers expanded the holiday decorations for the Police Building by adding a few more blue lights, total unknown, and completing decorations for the department tree seen in the Police Dept. lobby. Special thanks to Dedie Manitzas for her donation of the tree and several decorations that were used.





Tim Moring, Chief of Police



Lieutenant John Ojeda



K-9 Officer, Buddy

### Operational Performance Measures

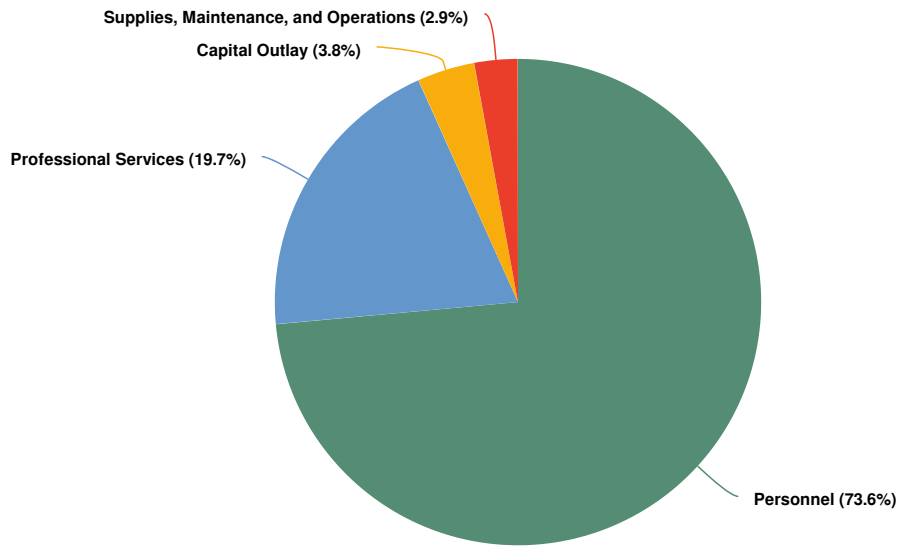
Strategic Pillar	Performance Measure	2019	2020	2021	2022 YTD
Public Health, Safety and Welfare	# of Call for Service	3,913	3,482	3,955	2,453
Public Health, Safety and Welfare	# of Arrests Made	207	157	199	153
Public Health, Safety and Welfare	# of Traffic Stops	4,893	2,924	4,026	2,541
Public Health, Safety and Welfare	# of Calls for Animal Control	835	702	1,097	379
Public Health, Safety and Welfare	# of Home Watches	23,033	8,195	5,038	5,209

Performance measures for the PD are compiled by calendar year.  
 See all the department statistics here: [City of Fair Oaks Police Department Annual Report](#)

## Expenditures Summary

\$3,917,686
\$374,805  
(10.58% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$52,726	\$27,181	\$70,666	\$36,411
SALARIES	\$1,499,188	\$1,829,045	\$1,669,871	\$2,037,662
TAXES - SOCIAL SECURITY	\$94,674	\$115,086	\$107,750	\$126,141
TAXES - MEDICARE	\$22,142	\$26,915	\$25,200	\$29,501
TAXES - FUTA/SUTA	\$6,611	\$6,300	\$750	\$2,700
WORKERS' COMP INSURANCE	\$37,176	\$44,594	\$54,276	\$82,085
RETIREMENT	\$183,376	\$219,452	\$209,624	\$242,568
HEALTH INSURANCE	\$192,531	\$243,713	\$253,243	\$297,624
UNIFORM ALLOWANCE	\$20,500	\$26,000	\$23,000	\$27,000
<b>Total Personnel:</b>	<b>\$2,108,923</b>	<b>\$2,538,286</b>	<b>\$2,414,380</b>	<b>\$2,881,692</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$3,214	\$5,000	\$5,000	\$4,000

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
MINOR EQUIPMENT & FURNITURE	\$27,453	\$25,510	\$29,111	\$26,100
FUEL	\$27,936	\$30,000	\$47,500	\$40,000
UNIFORMS	\$13,630	\$13,870	\$13,870	\$22,120
VEHICLE MAINTENANCE/REPAIRS	\$12,545	\$27,510	\$27,510	\$20,880
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$84,778</b>	<b>\$101,890</b>	<b>\$122,991</b>	<b>\$113,100</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$523,542	\$683,321	\$683,321	\$724,975
DUES/SUBSCRIPTIONS	\$3,096	\$3,950	\$3,950	\$3,435
TRAINING/SEMINARS & TRAVEL	\$15,256	\$14,000	\$16,500	\$24,000
MEETINGS & RELATED TRAVEL	\$0	\$500	\$500	\$500
INVESTIGATIONS	\$7,681	\$13,500	\$15,599	\$9,500
LEOSE TRAINING	\$800	\$2,500	\$0	\$2,500
PUBLIC RELATIONS & EVENTS	\$5,303	\$6,534	\$6,534	\$6,534
EMPLOYEE APPRECIATION	\$1,194	\$1,400	\$1,400	\$1,500
<b>Total Professional Services:</b>	<b>\$556,872</b>	<b>\$725,705</b>	<b>\$727,804</b>	<b>\$772,944</b>
<b>Capital Outlay</b>				
FURNITURE, FIXTURES & EQUIP	\$295,385	\$177,000	\$172,148	\$149,950
<b>Total Capital Outlay:</b>	<b>\$295,385</b>	<b>\$177,000</b>	<b>\$172,148</b>	<b>\$149,950</b>
<b>Total Expense Objects:</b>	<b>\$3,045,958</b>	<b>\$3,542,881</b>	<b>\$3,437,323</b>	<b>\$3,917,686</b>



# Maintenance



## Mission Statement

To maintain a safe, clean, and attractive City appearance with the preservation of all City owned facilities, roads, rights-of-way, and drainage features that promote a welcoming environment for the residents and visitors of Fair Oaks Ranch.

## Scope of Services Summary

The Maintenance Department is responsible for the maintenance and repair of all city-owned property. City buildings include City Hall, the Public Safety Building, EMS station, 2 Fire stations, the Maintenance shop, and the HOA building. The Maintenance department is responsible for maintaining 60 miles of roads, 23 miles of sweeping, 31 miles of right-of-way mowing, vehicle/equipment maintenance/repairs and all City-owned drainage easements. The Maintenance Department seeks to improve the annual street maintenance operations by creating a Road Capital Improvements Program (CIP) which would identify future road maintenance needs. This program would assist the City with future budget planning and assure residential roads receive the proper treatment at the proper time to extend the life of the roads as an asset.

## Recent Accomplishments

- Utilized Cartegraph for Road Maintenance Projects
- Approved 5-Yr CIPs for roadways and drainage
- Began implementation of new work order system



Maintenance Crew

## Budgeted Staffing

Title	2019-20	2020-21	2021-22	2022-23
Public Works Superintendent	1	1	1	1
Maintenance Supervisor	1	1	1	1
Maintenance Lead	1	1	1	1
Maintenance Worker	4	4	4	4
Drainage Worker	-	-	2	2
Custodian	1	1	1	1
<b>Total Funded Staffing</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>10</b>

### Operational Performance Measures

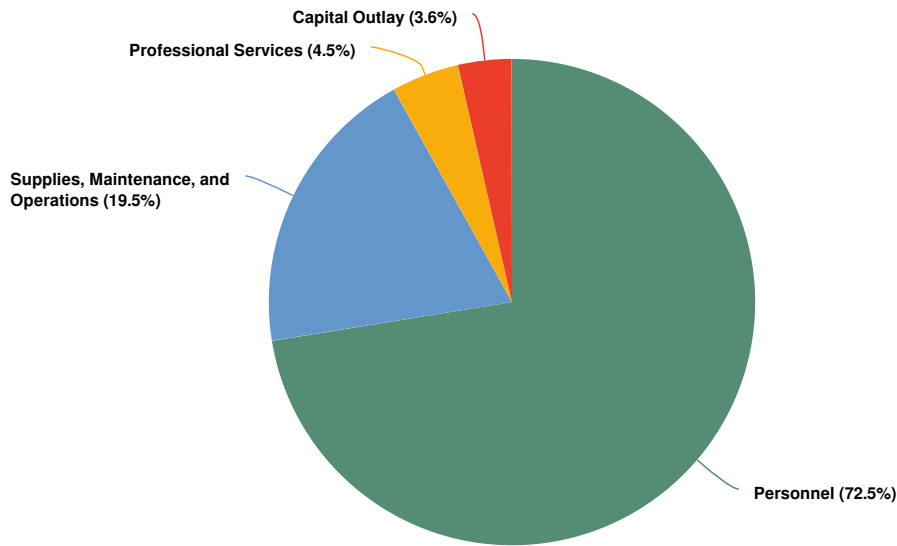
Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Reliable and Sustainable Infrastructure	# Hours Mowing/Tree Maintenance	562	931	950	950
Reliable and Sustainable Infrastructure	Street Overall Condition Index (OCI)	81.0	84.3	84.7	84.9
Reliable and Sustainable Infrastructure	# Street Signs Replaced	104	105	102	100
Reliable and Sustainable Infrastructure	# Miles Street Sweeping	140	300	490	450



## Expenditures Summary

\$897,341 -\$25,781  
 (-2.79% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$16,587	\$1,692	\$12,601	\$4,951
SALARIES	\$271,146	\$398,731	\$300,274	\$436,232
TAXES - SOCIAL SECURITY	\$16,928	\$24,826	\$18,969	\$27,258
TAXES - MEDICARE	\$3,959	\$5,806	\$4,436	\$6,375
TAXES - FUTA/SUTA	\$2,117	\$2,138	\$388	\$900
WORKERS' COMP INSURANCE	\$11,215	\$18,280	\$14,295	\$22,727
RETIREMENT	\$33,642	\$47,340	\$37,418	\$52,416
HEALTH INSURANCE	\$55,998	\$87,546	\$69,834	\$99,420
<b>Total Personnel:</b>	<b>\$411,591</b>	<b>\$586,359</b>	<b>\$458,215</b>	<b>\$650,279</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$4,707	\$5,100	\$5,400	\$4,830
MINOR EQUIPMENT & FURNITURE	\$6,091	\$11,000	\$13,000	\$15,450

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
FUEL	\$9,270	\$10,200	\$12,200	\$11,500
UNIFORMS	\$3,980	\$8,091	\$8,091	\$7,760
MISCELLANEOUS	\$0	\$200	\$0	\$0
VEHICLE MAINTENANCE/REPAIRS	\$8,434	\$8,000	\$15,700	\$10,000
EQUIPMENT MAINTENANCE/REPAIRS	\$12,826	\$12,300	\$13,800	\$14,500
BUILDING MAINTENANCE/REPAIRS	\$28,036	\$15,300	\$18,800	\$17,250
LANDSCAPING & GREENSPACE MAINT	\$3,847	\$5,000	\$6,100	\$5,500
STREET MAINTENANCE	\$40,750	\$33,000	\$33,000	\$38,000
DRAINAGE WORK	\$3,414	\$55,000	\$51,000	\$50,000
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$121,355</b>	<b>\$163,191</b>	<b>\$177,091</b>	<b>\$174,790</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$0	\$200	\$0	\$30,200
DUES/SUBSCRIPTIONS	\$338	\$432	\$432	\$932
TRAINING/SEMINARS & TRAVEL	\$1,036	\$7,340	\$7,340	\$8,540
MEETINGS & RELATED TRAVEL	\$60	\$100	\$100	\$100
EMPLOYEE APPRECIATION	\$449	\$500	\$500	\$500
<b>Total Professional Services:</b>	<b>\$1,883</b>	<b>\$8,572</b>	<b>\$8,372</b>	<b>\$40,272</b>
<b>Capital Outlay</b>				
FURNITURE, FIXTURES & EQUIP	\$8,179	\$165,000	\$154,021	\$32,000
<b>Total Capital Outlay:</b>	<b>\$8,179</b>	<b>\$165,000</b>	<b>\$154,021</b>	<b>\$32,000</b>
<b>Total Expense Objects:</b>	<b>\$543,008</b>	<b>\$923,122</b>	<b>\$797,699</b>	<b>\$897,341</b>

# Building Codes



**Jim Earl**  
Building Codes Official

### Mission Statement

To help ensure the health, safety and welfare of the citizens of the City of Fair Oaks Ranch through the effective enforcement of all building related codes, design standards, zoning regulations and UDC requirements duly adopted.. The Building Codes Department is committed to integrity, professionalism and consistency at all times.

### Scope of Services Summary

The Building Official, supported by the Building Inspector and Administrative Assistant, is responsible for issuing permits and conducting inspections for all new construction, additions, remodels, pools, irrigation systems, fences, signs, building relocations and demolitions. Plan reviews are performed on all proposed construction projects prior to the issuance of permits to ensure compliance with all adopted codes and ordinances, as well as FEMA requirements.



Rachel, Building Codes Admin Asst



Jim Earl and Scott Davis

### Budgeted Staffing

Title	2019-20	2020-21	2021-22
Building Official	1	1	1
Building Codes Inspector	1	1	1
Admin Assistant	1	1	1
Total Funded Staffing	3	3	3



Jim Earl, Building Codes Official

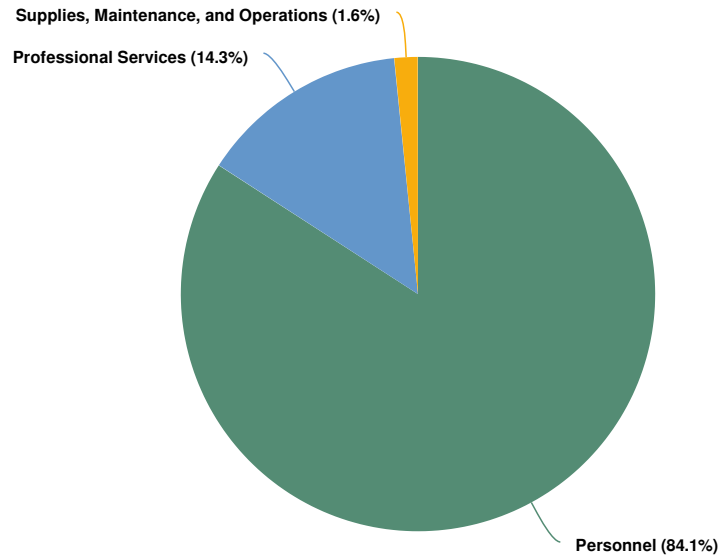
**Operational Performance Measures**

Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Responsible Growth Management	# Building Plans Reviewed	970	1,043	843	556
Responsible Growth Management	# Total Building Permits Issued (Total)	891	939	728	480
Responsible Growth Management	# Permits Issued (New Single Family Homes)	157	247	135	89
Responsible Growth Management	# Inspections Conducted	2,297	2,751	2,764	1,824

## Expenditures Summary

\$330,021 \$56,503  
 (20.66% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$0	\$201	\$0	\$263
SALARIES	\$180,259	\$187,933	\$191,989	\$207,208
TAXES - SOCIAL SECURITY	\$10,893	\$11,664	\$11,931	\$12,774
TAXES - MEDICARE	\$2,547	\$2,728	\$2,790	\$2,987
TAXES - FUTA/SUTA	\$756	\$675	\$27	\$270
WORKERS' COMP INSURANCE	\$846	\$1,007	\$941	\$1,265
RETIREMENT	\$20,976	\$22,242	\$23,059	\$24,564
HEALTH INSURANCE	\$23,148	\$24,413	\$28,853	\$28,360
<b>Total Personnel:</b>	<b>\$239,426</b>	<b>\$250,863</b>	<b>\$259,590</b>	<b>\$277,691</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$434	\$800	\$800	\$875
MINOR EQUIPMENT & FURNITURE	\$241	\$4,600	\$2,050	\$1,250

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
FUEL	\$1,677	\$1,300	\$2,100	\$2,600
UNIFORMS	\$265	\$530	\$380	\$530
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$2,618</b>	<b>\$7,230</b>	<b>\$5,330</b>	<b>\$5,255</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$9,380	\$11,000	\$17,080	\$44,500
DUES/SUBSCRIPTIONS	\$365	\$300	\$300	\$275
TRAINING/SEMINARS & TRAVEL	\$1,735	\$3,575	\$1,895	\$2,050
MEETINGS & RELATED TRAVEL	\$0	\$400	\$100	\$100
EMPLOYEE APPRECIATION	\$141	\$150	\$150	\$150
<b>Total Professional Services:</b>	<b>\$11,621</b>	<b>\$15,425</b>	<b>\$19,525</b>	<b>\$47,075</b>
<b>Total Expense Objects:</b>	<b>\$253,664</b>	<b>\$273,518</b>	<b>\$284,445</b>	<b>\$330,021</b>

# Engineering Services



**Grant Watanabe, P.E.**  
Director of Public Works

### Mission Statement

To maintain a safe, clean, and attractive City appearance with the preservation of all City-owned facilities, roads, rights-of-way, and drainage features to promote a welcoming environment for the residents and visitors to Fair Oaks Ranch.

### Scope of Services Summary

The City's Engineering Services department houses the Building Codes Department, the Environmental Program Manager, the GIS Technician, the Infrastructure Inspector, the Code Compliance Officer, and the Public Works Administrative Assistant. Each function provides services and support to all new development and capital improvement projects within the City limits. This department works with developers, contractors, engineers, home builders, and residents to ensure applicable regulations are followed during infrastructure and dwelling construction. Furthermore, this department provides vital support to preserve and protect City assets.

### Recent Accomplishments

- Received approval for 5 year Capital Improvement Plan for Water, Sewer, Road, and Drainage Projects
- Adopted Oak Wilt and Storm Water Pollution Prevention Plan Ordinances
- Developed interactive maps for city projects
- Verified infrastructure in new developments meet City Standards
- Gaining compliance on ordinance violations dealing with trash, watering, and signage
- Established Professional Service Agreements with 9 consultants for general engineering support and CIP design work
- Updating the Unified Development Code
- Adopted construction hours ordinance
- HSIP for Post Oak Trail Widening approved (\$2.418M grant)

### Budgeted Staffing

Title	2020-21	2021-22	2022-23
Public Works Director	1	1	1
Manager of Engineering Services	1	1	1
Environmental Program Manager	1	1	1
GIS Technician	1	1	1
Infrastructure Inspector	1	1	1
Code Compliance	1	1	1
Administrative Assistant	1	1	1
Total Funded Staffing	7	7	7



Grant Watanabe, Director of Public Works and Engineering



Julio Colunga, Asst. Director of Public Works





Engineering Services Group: Kelsey, Robert, Ernie, Tom and Katie

**Operational Performance Measures**

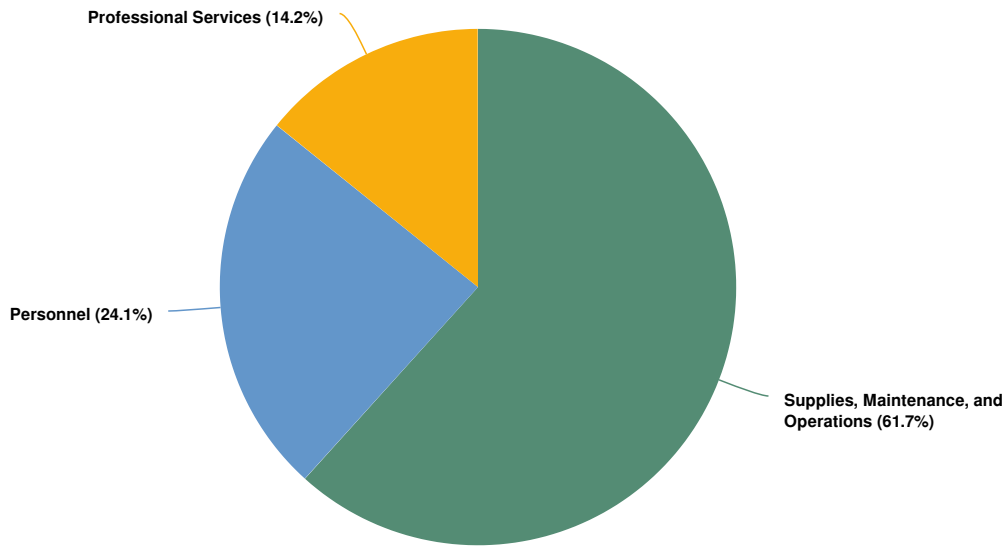
Strategic Pillar	Performance Measure	2019-20	2020-21	2021-22 Projected	2022-23 Proposed
Responsible Growth Management	# New Residential Lots Platted/Approved	150	181	116	88
Responsible Growth Management	# Maps/Exhibits Created	46	86	63	60
Reliable and Sustainable Infrastructure	# Infrastructure Inspection(Street, Water/WW,Other)	772	1073	637	650

Additional metrics being developed for Engineering & Planning, Code Compliance and Environmental Compliance

## Expenditures Summary

\$1,646,854
\$42,086  
(2.62% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Personnel</b>				
OVERTIME	\$174	\$1,374	\$68	\$232
SALARIES	\$204,828	\$280,192	\$244,017	\$300,975
TAXES - SOCIAL SECURITY	\$12,346	\$17,457	\$15,024	\$18,614
TAXES - MEDICARE	\$2,888	\$4,083	\$3,514	\$4,353
TAXES - FUTA/SUTA	\$989	\$833	\$83	\$378
WORKERS' COMP INSURANCE	\$1,274	\$4,061	\$2,937	\$1,280
RETIREMENT	\$23,937	\$33,288	\$29,222	\$35,795
HEALTH INSURANCE	\$26,296	\$34,030	\$30,331	\$35,097
<b>Total Personnel:</b>	<b>\$272,732</b>	<b>\$375,318</b>	<b>\$325,196</b>	<b>\$396,724</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$2,714	\$7,300	\$3,850	\$10,260
MINOR EQUIPMENT & FURNITURE	\$1,174	\$1,400	\$900	\$2,090

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
FUEL	\$951	\$1,301	\$2,801	\$2,300
UNIFORMS	\$792	\$1,500	\$1,500	\$1,400
STREET MAINTENANCE	\$462,781	\$1,000,000	\$1,000,000	\$1,000,000
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$468,412</b>	<b>\$1,011,501</b>	<b>\$1,009,051</b>	<b>\$1,016,050</b>
<b>Professional Services</b>				
PROFESSIONAL SERVICES	\$225,457	\$210,000	\$250,000	\$220,000
DUES/SUBSCRIPTIONS	\$320	\$555	\$683	\$1,050
TRAINING/SEMINARS & TRAVEL	\$2,514	\$6,644	\$1,944	\$12,280
MEETINGS & RELATED TRAVEL	\$44	\$400	\$400	\$400
EMPLOYEE APPRECIATION	\$323	\$350	\$350	\$350
<b>Total Professional Services:</b>	<b>\$228,658</b>	<b>\$217,949</b>	<b>\$253,377</b>	<b>\$234,080</b>
<b>Total Expense Objects:</b>	<b>\$969,803</b>	<b>\$1,604,768</b>	<b>\$1,587,624</b>	<b>\$1,646,854</b>

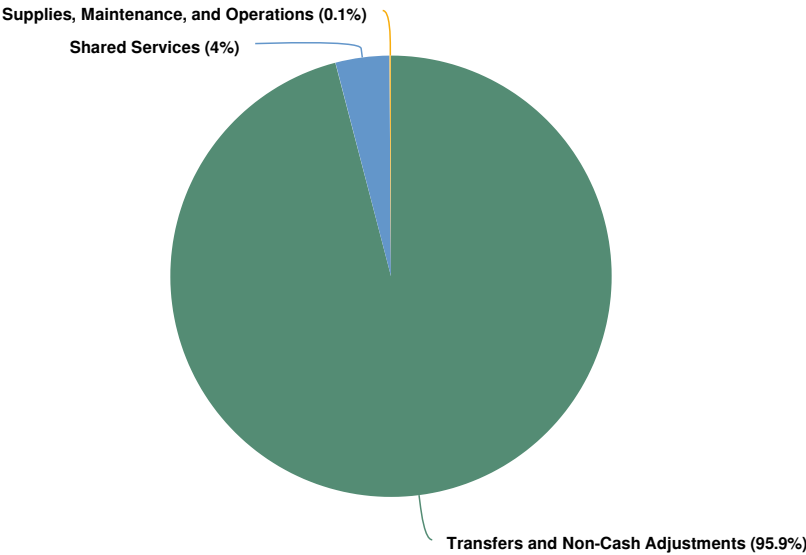
# Non-Departmental and Shared



## Expenditures Summary

**\$4,338,635** **\$2,951,338**  
 (212.74% vs. prior year)

### Budgeted Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Expense Objects</b>				
<b>Transfers and Non-Cash Adjustments</b>				
TRANSFER TO CAP IMP FUND 02	\$182,000	\$865,000	\$1,207,222	\$3,808,281
TRANSFER TO VEH/EQUIP FUND 31	\$290,493	\$275,185	\$275,185	\$354,495
<b>Total Transfers and Non-Cash Adjustments:</b>	<b>\$472,493</b>	<b>\$1,140,185</b>	<b>\$1,482,407</b>	<b>\$4,162,776</b>
<b>Supplies, Maintenance, and Operations</b>				
SUPPLIES & CONSUMABLES	\$4,147	\$3,600	\$3,600	\$3,600
MISCELLANEOUS	\$28,576	\$0	\$531	\$550

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Projected	FY2023 Budgeted
<b>Total Supplies, Maintenance, and Operations:</b>	<b>\$32,723</b>	<b>\$3,600</b>	<b>\$4,131</b>	<b>\$4,150</b>
<b>Shared Services</b>				
FACILITY CONTRACTS & SERVICES	\$38,614	\$151,469	\$74,369	\$69,524
POSTAGE	\$2,870	\$5,625	\$4,125	\$5,625
GENERAL LIABILITY INSURANCE	\$41,194	\$51,418	\$51,940	\$56,560
ELECTRICITY	\$36,660	\$35,000	\$41,000	\$40,000
<b>Total Shared Services:</b>	<b>\$119,337</b>	<b>\$243,512</b>	<b>\$171,434</b>	<b>\$171,709</b>
<b>Total Expense Objects:</b>	<b>\$624,554</b>	<b>\$1,387,297</b>	<b>\$1,657,972</b>	<b>\$4,338,635</b>

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# DEBT

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# Government-wide Debt Overview

**Overview**

Major capital improvements such as streets, drainage, buildings, and other facilities are often financed by bonds. This funding mechanism allows payment for infrastructure improvements to be made over multiple years, usually over the life of the improvement.

**Debt Service Policy**

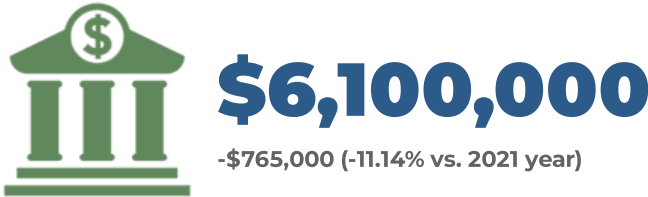
For large infrastructure projects or large pieces of equipment, debt financing is sometimes required. The City's debt management objective is to maintain a level of debt service that does not adversely impact tax or utility rates and does not hinder the City's ability to effectively operate the utility systems, street network, or other facilities. Debt Limit for the City is \$1.50 of total assessed value.

**Legal Debt Margin For Fiscal Year 2023**

Total Assessed Value	1,727,905,074
Debt Limit (\$1.50 of total assessed value)	25,918,576
Debt applicable to limit:	
General bonded debt outstanding	4,409,105
Less: Amount set aside for repayment of general bonded debt	0
Total debt applicable to limit	4,409,108
Annual legal debt margin	21,509,471

When the City of Fair Oaks Ranch utilizes long-term debt financing, it will ensure the debt is soundly financed by:

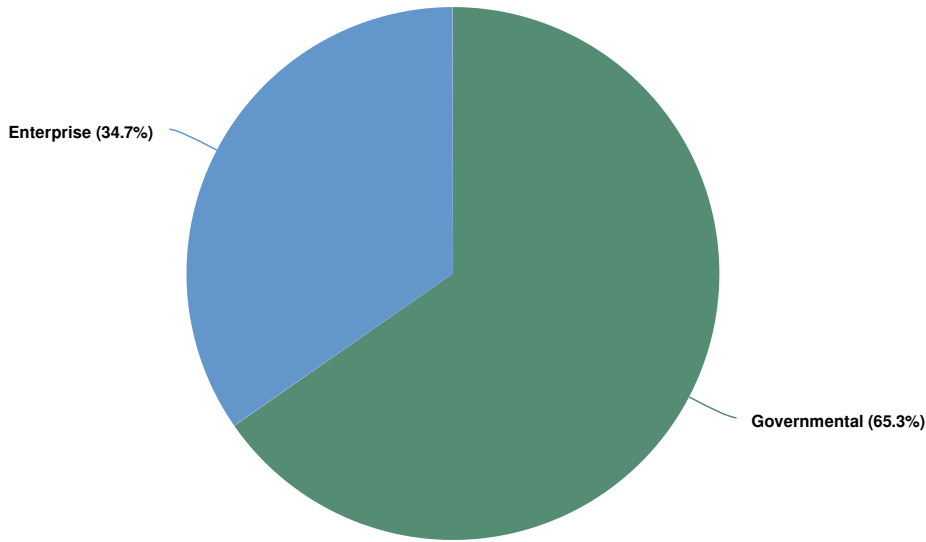
- Conservatively projecting the revenue sources that will be utilized to pay the debt.
- Financing the improvement over a period of time not greater than the useful life of the asset.



The total debt service requirement for the City of Fair Oaks Ranch in fiscal year 2022-23 is \$891,876. The chart below shows the Bond Principal and Interest requirements by fund.

	<u>Debt Service Fund</u>	<u>Utility Fund</u>	<u>Total</u>
Principal	\$460,000	\$320,000	\$780,000
Interest	<u>92,130</u>	<u>19,745</u>	<u>111,875</u>
Total Debt Service	\$552,130	\$339,745	\$891,875

**Debt by Fund**

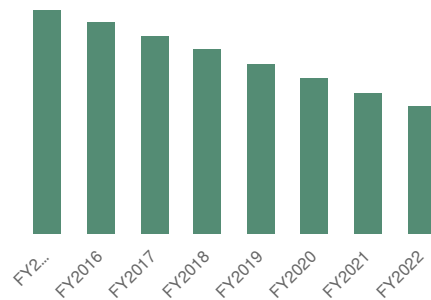


	<b>FY2022</b>
<b>All Funds</b>	<b>Actual</b>
Governmental	\$3,985,000
Enterprise	\$2,115,000
<b>Total All Funds:</b>	<b>\$6,100,000</b>

**Governmental**

**General Obligation (GO) Interest and Sinking Fund**

This fund derives its revenue from ad valorem taxes. The function of this fund is to retire bonded indebtedness and pay the interest on the indebtedness. The City currently has one general obligation bond, which was issued in 2015 for General Fund street reconstruction.



Street Bond Program:

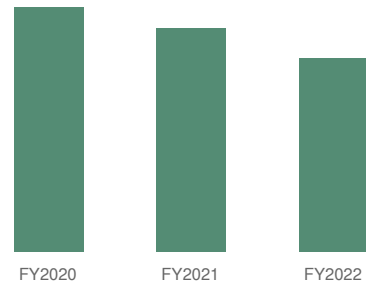
- o Bond Election 11/4/14 passed
- o \$7,000,000 bond issued for a Roadway Reconstruction Project
- o Major thoroughfare roads were rehabilitated
- o Construction project completed during 2019

	<b>FY2021</b>	<b>FY2022</b>	<b>% Change</b>
<b>Governmental</b>	<b>Actual</b>	<b>Actual</b>	
Debt Service Fund	\$4,435,000	\$3,985,000	-10.1%
<b>Total Governmental:</b>	<b>\$4,435,000</b>	<b>\$3,985,000</b>	<b>-10.1%</b>



# Enterprise

In FY 2020, the City of Fair Oaks Ranch Utilities issued Certificates of Obligation related to the refinance of a capital lease. With historically low interest rates in the market, the City opted for early retirement of the lease, as allowed under the contract, at 102% of the unpaid principal. The interest rate was reduced from 3.31% to 1.25%, and a certificate of obligation would carry more favorable terms to the City than the existing capital lease agreement.



Water Utility SCADA system:

- Resolution 2020-10 passed and approved July 2, 2020
- \$2,660,000 Certificate of Obligation issued

	FY2021	FY2022	% Change
<b>Enterprise</b>	<b>Actual</b>	<b>Actual</b>	
Utility Fund	\$2,430,000	\$2,115,000	-13%
<b>Total Enterprise:</b>	<b>\$2,430,000</b>	<b>\$2,115,000</b>	<b>-13%</b>

Bonded Debt - FY 2023			
Purpose	2015	2020	Totals
	General Obligation Streets	Cert of Obligation Utility System	
Amount Issued	\$ 7,000,000	\$ 2,660,000	\$ 9,660,000
Outstanding	\$ 3,985,000	\$ 2,115,000	\$ 6,100,000
Repayment Schedule of Principal and Interest by Issue			
2023	552,130	339,746	891,876
2024	553,163	336,514	889,676
2025	552,475	338,256	890,731
2026	550,950	334,974	885,924
2027	548,575	336,666	885,241
2028	550,888	338,308	889,195
2029	552,825	160,808	713,633
2030	548,100		548,100
<b>Total P&amp;I Payments</b>	<b>4,409,105</b>	<b>2,185,271</b>	<b>6,594,376</b>

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# APPENDIX

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## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Account:** A term used to identify an individual asset, liability, expenditure, revenue, encumbrance, or fund balance.

**Accounting Standards:** The generally accepted accounting principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB), which guides the recording and reporting of financial information by state and local governments. The standards establish such guidelines as when transactions are recognized, the types and purposes of funds, and the content and organization of the annual financial report.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Activity:** A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. See also **Function**.

**Adopted Budget:** An annual spending plan that is adopted by the City Council.

**Ad Valorem Taxes:** Taxes levied on real property according to the property's valuation and the tax rate. See **Property Taxes**.

**Amended Budget:** Includes the adopted budget for a fiscal year, plus any budget amendments or budget transfers.

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

**Balanced Budget:** A budget with total expenditures not exceeding total revenues and monies available in the fund balance within an individual fund.

**Base Budget:** Cost of continuing the existing levels of service in the current budget year.

**Bexar County Appraisal District:** An entity established by the State of Texas to insure uniform property appraisals for all taxing entities in Bexar County.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.

**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

**Budget Amendment:** The budget may be formally amended after it has been approved.

**Budget Calendar:** The schedule of key dates which the City follows in the preparation and adoption of the budget.

**Budget Document:** The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

**Budget Ordinance:** The official enactment, by the City Council, to legally authorize the City Staff to obligate and expend the resources of the City.

**Budget Year:** The fiscal year of the City which begins October 1 and ends September 30.

**CAFR:** see *Comprehensive Annual Financial Report*

**Capital Assets:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Capital Expenditures** Defined as the charges for the acquisition at the delivered price including transportation, costs of equipment, land, buildings, or improvements of land or buildings, fixtures, and other permanent improvements with a value in excess of \$5,000 and a useful life expectancy of greater than 1 year.

**Capital Improvement Program (CIP):** A long-range plan for providing the capital outlays necessary to insure that adequate services are provided to the residents of the City. The plan includes improvements, or the acquisition of structural improvements, and major equipment purchases.

**Capital Projects Fund:** A fund created to account for financial resources to be used for the acquisition and/or the construction of major capital facilities or equipment.

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Chart of Accounts:** A way of recording revenues and expenditures that includes all transactions and that fits the organizational structure. A chart of accounts assigns a unique number to each type of transaction and to each budgetary unit in the organization.

**City Charter:** The document that establishes the City as an incorporated political subdivision (municipal government) in accordance with the statutes of the State of Texas.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Comal County Appraisal District:** An entity established by the State of Texas to insure uniform property appraisals for all taxing entities in Comal County.

**Comprehensive Annual Financial Report (CAFR):** This report summarizes financial data for the previous fiscal year in a standardized format.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Debt Service Fund:** The fund used to account for accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs other than debt serviced by Proprietary Fund Types. The revenue source is principally ad valorem taxes levied by the City.

**Deficit:** The excess of expenditures over revenues during an accounting period.

**Delinquent Taxes:** Real or personal property taxes that remain unpaid on or after February 1<sup>st</sup> of each year upon which penalties and interest are assessed.

**Department:** A major administrative organizational unit of the City, which indicates overall management responsibility of one or more activities.

**Depreciation:** The process of estimating and recording the expired useful life of a fixed asset which is used to distribute its cost over its revenue producing years.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

**Fiscal Year:** A 12-month period to which the annual operating budget applies. (The City of Fair Oaks Ranch has established October 1 through September 30 as its fiscal year.)

**Fixed Assets:** Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.



**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.



# Appendix

Amortization Tables for Enterprise Bond on the left and Street Bond on the right.

**BOND DEBT SERVICE**  
**City of Fair Oaks Ranch, Texas**  
**Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2020**  
**FINAL NUMBERS**  
**Callable at Par Anytime with 30-day Notice**

Dated Date            09/23/2020  
 Delivery Date        09/23/2020

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/01/2021			9,552.36	239,552.36	
08/01/2021	230,000	1.010%	12,271.50	12,271.50	
09/30/2021					251,823.86
02/01/2022	315,000	1.010%	12,271.50	327,271.50	
08/01/2022			10,680.75	10,680.75	
09/30/2022					337,952.25
02/01/2023	320,000	1.010%	10,680.75	330,680.75	
08/01/2023			9,064.75	9,064.75	
09/30/2023					339,745.50
02/01/2024	320,000	1.010%	9,064.75	329,064.75	
08/01/2024			7,448.75	7,448.75	
09/30/2024					336,513.50
02/01/2025	325,000	1.010%	7,448.75	332,448.75	
08/01/2025			5,807.50	5,807.50	
09/30/2025					338,256.25
02/01/2026	325,000	1.010%	5,807.50	330,807.50	
08/01/2026			4,166.25	4,166.25	
09/30/2026					334,973.75
02/01/2027	330,000	1.010%	4,166.25	334,166.25	
08/01/2027			2,499.75	2,499.75	
09/30/2027					336,666.00
02/01/2028	335,000	1.010%	2,499.75	337,499.75	
08/01/2028			808.00	808.00	
09/30/2028					338,307.75
02/01/2029	160,000	1.010%	808.00	160,808.00	
09/30/2029					160,808.00
	2,660,000		115,046.86	2,775,046.86	2,775,046.86

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
2/1/2016	390,000	1.000%	110,147.92	500,147.92	
8/1/2016			64,138.75	64,138.75	
9/30/2016					564,286.67
2/1/2017	425,000	1.000%	64,138.75	489,138.75	
8/1/2017			62,013.75	62,013.75	
9/30/2017					551,152.50
2/1/2018	430,000	1.000%	62,013.75	492,013.75	
8/1/2018			59,863.75	59,863.75	
9/30/2018					551,877.50
2/1/2019	435,000	1.250%	59,863.75	494,863.75	
8/1/2019			57,145.00	57,145.00	
9/30/2019					552,008.75
2/1/2020	440,000	1.250%	57,145.00	497,145.00	
8/1/2020			54,395.00	54,395.00	
9/30/2020					551,540.00
2/1/2021	445,000	1.400%	54,395.00	499,395.00	
8/1/2021			51,280.00	51,280.00	
9/30/2021					550,675.00
2/1/2022	450,000	1.500%	51,280.00	501,280.00	
8/1/2022			47,905.00	47,905.00	
9/30/2022					549,185.00
2/1/2023	460,000	1.600%	47,905.00	507,905.00	
8/1/2023			44,225.00	44,225.00	
9/30/2023					552,130.00
2/1/2024	470,000	2.250%	44,225.00	514,225.00	
8/1/2024			38,937.50	38,937.50	
9/30/2024					553,162.50
2/1/2025	480,000	2.250%	38,937.50	518,937.50	
8/1/2025			33,537.50	33,537.50	
9/30/2025					552,475.00
2/1/2026	490,000	2.500%	33,537.50	523,537.50	
8/1/2026			27,412.50	27,412.50	
9/30/2026					550,950.00
2/1/2027	500,000	2.500%	27,412.50	527,412.50	
8/1/2027			21,162.50	21,162.50	
9/30/2027					548,575.00
2/1/2028	515,000	2.500%	21,162.50	536,162.50	
8/1/2028			14,725.00	14,725.00	
9/30/2028					550,887.50
2/1/2029	530,000	2.500%	14,725.00	544,725.00	
8/1/2029			8,100.00	8,100.00	
9/30/2029					552,825.00
2/1/2030	540,000	3.000%	8,100.00	548,100.00	
9/30/2030					548,100.00
	7,000,000		1,279,830.42	8,279,830.42	8,279,830.42

# Strategies

		TOTAL PROJECT COST	FY 21-22 PROJECTED	FY 22-23 PROPOSED	23-24 Forecast	24-25 Forecast	25-26 Forecast	26-27 Forecast	27-28 Forecast
<b>FINANCIAL INTEGRITY PRIORITY AREAS AND PROJECTS</b>									
<b>1.1: Develop &amp; Maintain a Budget process that links with the Strategic Action Plan</b>									
1.1.1	Implement recurring budget/SAP review process utilizing new budget software (ClearGov)	\$ -	-	-	-	-	-	-	-
1.1.2	Implement sustainable recurring budget/SAP process and procedures	\$ -	-	-	-	-	-	-	-
1.1.3	Improve Budget Deliverables to GFOA Standards	\$ -	-	-	-	-	-	-	-
1.1.4	Redesign Enterprise Budget Process and Rate Model	\$ -	-	-	-	-	-	-	-
<b>1.2: Develop a 5-Year Forecast</b>									
1.2.1	Develop 5-year Revenue & Operational Projections	\$ -	-	-	-	-	-	-	-
1.2.3	Develop 5 Year CIP projections	\$ -	-	-	-	-	-	-	-
<b>1.3: Develop a Risk Inventory and mitigation strategies</b>									
1.3.1	Complete Internal Controls framework for Financial Statement Controls	\$ -	-	-	-	-	-	-	-
1.3.2	Develop a Risk Inventory for operational risks	\$ -	-	-	-	-	-	-	-
1.3.3	Implement internal controls for financial and operational risks	\$ -	-	-	-	-	-	-	-
<b>1.4: Develop Sustainable Financing Strategies aligned with service delivery expectations</b>									
1.4.1	Implement a sustainable and equitable drainage funding source for stormwater	\$ -	-	-	-	-	-	-	-
1.4.4	Update Water Impact Fee Study	\$ -	-	-	-	-	-	-	-
1.4.5	Update Wastewater Impact Fee Study	\$ -	-	-	-	-	-	-	-
1.4.7	Address sales tax base - sales tax audit	\$ -	-	-	-	-	-	-	-
1.4.8	Negotiate and update new franchise fee agreements	\$ -	-	-	-	-	-	-	-
1.4.9	Develop a sustainable and equitable Water Rate	\$ 72,079	22,079	-	-	-	-	-	-
1.4.10	Develop a sustainable and equitable Wastewater Rate	\$ 72,079	22,079	-	-	-	-	-	-
1.4.11	Evaluate and Develop Capital Replacement Funding (Vehicles/Equipment, Facilities, Infrastructure)	\$ -	-	-	-	-	-	-	-
<b>1.5: Ensure continuity and excellence of Financial Reporting Reliability</b>									
1.5.1	Complete Reserve Studies	\$ -	-	-	-	-	-	-	-
1.5.3	Assess Monthly and Quarterly financial reporting deliverables	\$ -	-	-	-	-	-	-	-
1.5.4	Reconcile Impact Fees	\$ -	-	-	-	-	-	-	-
1.5.6	Review and Update Financial Management Policies	\$ -	-	-	-	-	-	-	-
1.5.7	Implement Storm Water Utility Cost Center and Business Functions	\$ -	-	-	-	-	-	-	-
<b>1.6 Implement Procurement Function</b>									
1.6.1	Hire Procurement Manager	\$ -	-	-	-	-	-	-	-
1.6.2	Establish Procurement Policy to include purchases, credit card purchases, employee reimbursables, etc.	\$ -	-	-	-	-	-	-	-
1.6.3	Implement Purchase Order Process in Incode and create Citywide SOP	\$ -	-	-	-	-	-	-	-
1.6.4	Formalize process for contracts execution and compliance	\$ -	-	-	-	-	-	-	-

# Strategies

		TOTAL PROJECT COST	FY 21-22 PROJECTED	FY 22-23 PROPOSED	23-24 Forecast	24-25 Forecast	25-26 Forecast	26-27 Forecast	27-28 Forecast
<b>RESPONSIBLE GROWTH MANAGEMENT PRIORITY AREAS AND PROJECTS</b>									
<b>2.1: Manage the physical development of the city in accordance with the Comprehensive Plan</b>									
2.1.1	Update International Family of Building and Life Safety Codes (every 3 years)	\$ -	-	-	-	-	-	-	-
2.1.2	Update Comprehensive Plan and Unified Development Code	\$ -	-	-	-	-	-	-	-
2.1.3	Develop and implement turnkey predevelopment process/development handbook	\$ -	-	-	-	-	-	-	-
2.1.4	Update Health Inspection Ordinance	\$ -	-	-	-	-	-	-	-
2.1.5	Expand Fire Inspection and ultimately Fire Marshall roles	\$ -	-	-	-	-	-	-	-
2.1.6	FM 3351 Owners Rep/Project Management & Utility Relocation	\$ -	-	-	-	-	-	-	-
2.1.7	Development Incentives	\$ -	-	-	-	-	-	-	-
<b>2.2: Implement and update Infrastructure Master Plans</b>									
2.2.1	Develop project criticality chain and funding plan (Water CIP)	\$ -	-	-	-	-	-	-	-
2.2.2	Develop project criticality chain and funding plan (Wastewater CIP)	\$ -	-	-	-	-	-	-	-
2.2.3	Develop project criticality chain and funding plan (Drainage CIP)	\$ -	-	-	-	-	-	-	-
2.2.4	Evaluate and update Master Plans (Waster, Wastewater)	\$ -	-	-	-	-	-	-	-
2.2.5	Evaluate and update Comprehensive Plan and UDC	\$ -	-	-	-	-	-	-	-
2.2.6	Evaluate and update Master Plans (Drainage)	\$ -	-	-	-	-	-	-	-
<b>2.3: Enhance Local Mobility &amp; Multimodal Connectivity</b>									
2.3.1	Update Street Signage Citywide (Operational budget 01-640-254)	\$ -	-	-	-	-	-	-	-
2.3.2	Develop and Implement a city ROW Beautification ROW	\$ -	-	-	-	-	-	-	-
2.3.3	Improve Access to Preserve and Park	\$ -	-	500,000	-	-	-	-	-
2.3.4	Traffic Impact Analysis	\$ -	-	-	-	-	-	-	-
<b>2.4: Align Proactive Place Making Strategies with the MDD</b>									
2.4.1	Develop City Sponsored Application for Gateway Infrastructure *Contingent on MDD approval	\$ -	-	-	-	-	-	-	-
2.4.2	Develop MDD owners representation consulting agreement *Contingent on MDD approval	\$ -	-	-	-	-	-	-	-
2.4.3	Infrastructure Project Development *Contingent on MDD approval	\$ -	-	-	-	-	-	-	-
2.4.5	Align and update Civic Center Agreement between City and MDD	\$ -	-	-	-	-	-	-	-
<b>2.5: Develop, Implement &amp; Update Environmental Sustainability Programs</b>									
2.5.1	Implement Municipal Separate Storm Sewer System (MS4) permit requirements	\$ -	-	-	-	-	-	-	-
2.5.2	Water Conservation Improvements	\$ -	-	-	-	-	-	-	-
2.5.3	Establish a Rebate Program (TGRGCD, In-House, etc)	\$ -	-	-	-	-	-	-	-
2.5.4	UDC Requirements for New Developments (Tree Preservation, Open Space, Conservation)	\$ -	-	-	-	-	-	-	-
2.5.5	Create a Geological Features Map	\$ -	-	-	-	-	-	-	-
2.5.6	Develop and Implement Tree preservation and Oakwilt Assessment Program	\$ -	-	-	-	-	-	-	-

Rollover  
 In Budget  
 Not in Budget

# Strategies

	TOTAL PROJECT COST	FY 21-22	FY 22-23	23-24	24-25	25-26	26-27	27-28
		PROJECTED	PROPOSED	Forecast	Forecast	Forecast	Forecast	Forecast
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE PRIORITY AREAS AND PROJECTS</b>								
<b>3.1: Enhance &amp; Ensure Continuity of Reliable Water Resources in Accordance with CCN Obligations</b>								
3.1.1	Implement and Educate regarding the Backflow Prevention Compliance program	\$ -	-	-	-	-	-	-
3.1.15	Evaluate & Secure Future water supply in accordance with adopted master plans	\$ -	-	-	-	-	-	-
3.1.17	Develop a Long-term water improvement Plan for fire protection utilizing Master Plan	\$ -	-	-	-	-	-	-
<b>3.2: Enhance &amp; Ensure Continuity of Reliable Wastewater Treatment in Accordance with CCN Obligations</b>								
3.2.15	Implement Wastewater System EPA Risk Assessment and Emergency Response Plan	\$ 50,000	38,212	-	-	-	-	-
3.2.5	Improve the Capacity, Maintenance, Operation and Maintenance (CMOM) EPA program	\$ -	-	-	-	-	-	-
<b>3.3: Enhance &amp; Ensure Continuity of Reliable Drainage Improvement Initiatives</b>								
3.3.1	Establish a programmed and systematic approach for Drainage Improvements from Master Plan (CIP)	\$ -	-	-	-	-	-	-
<b>3.4: Enhance &amp; Ensure Continuity of Reliable Roadway Improvement Initiatives</b>								
3.4.1	Develop Roadway Master Maintenance and Rehabilitation Capital Improvement Plan	\$ -	-	-	-	-	-	-
3.4.2	Assess annual road maintenance program	\$ -	-	-	-	-	-	-
3.4.3	Conduct long-term road condition analysis (traffic studies, PCI, etc.)	\$ -	-	-	-	-	-	-
3.4.4	Evaluate, Implement and maintain a road rehabilitation plan	\$ -	-	-	-	-	-	-
<b>3.5: Enhance &amp; Ensure Continuity of Reliable City Facilities</b>								
3.5.2	Develop a City Facilities Master Plan	\$ -	-	-	-	-	-	-
3.5.3	Develop a Citywide space plan	\$ -	-	-	-	-	-	-
3.5.4	City Hall Renovation-Construction	\$ -	881,168	110,000	-	-	-	-
3.5.5	Develop plan for a civic center building and campus	\$ -	-	-	-	-	-	-
3.5.6	City Hall Renovation - Equipment and Furniture	\$ -	524	-	-	-	-	-

Rollover  
 In Budget  
 Not in Budget

# Strategies

		TOTAL PROJECT COST	FY 21-22 PROJECTED	FY 22-23 PROPOSED	23-24 Forecast	24-25 Forecast	25-26 Forecast	26-27 Forecast	27-28 Forecast
<b>PUBLIC HEALTH, SAFETY, AND WELFARE PRIORITY AREAS AND PROJECTS</b>									
<b>4.1: Enhance &amp; Ensure Continuity of Police Services</b>									
4.1.1	Implement Police Salary and Benefit Plan	\$ -	-	-	-	-	-	-	-
4.1.6	Develop a standards of cover and utilization study	\$ 39,500	895	-	-	-	-	-	-
4.1.7	Implement findings from standards and utilization study	\$ -	-	-	-	-	-	-	-
4.1.8	K9 Additional Unit	\$ -	-	-	-	-	-	-	-
4.1.9	Review Organizational Structure to Ensure Continuity of Leadership	\$ -	-	-	-	-	-	-	-
4.1.10	Develop a formal recognition program to boost morale/retention	\$ -	-	-	-	-	-	-	-
<b>4.2: Develop a Long-Term Strategy for Continuity of Fire Services</b>									
4.2.1	Develop a standards of cover and utilization study	\$ 24,980	1,128	18,000	-	-	-	-	-
4.2.2	Implement findings from standards and utilization study	\$ -	-	-	-	-	-	-	-
<b>4.3: Develop a Long-Term Strategy for Continuity of Emergency Medical Services</b>									
4.3.1	Develop a standards of cover and utilization study	\$ 24,980	1,128	-	-	-	-	-	-
4.3.2	Implement findings from standards and utilization study	\$ -	-	-	-	-	-	-	-
<b>4.4: Enhance &amp; Maintain Public Safety Community Outreach Initiatives</b>									
4.4.1	Develop a School Resource Officer Program to provide security and promote communication with schools	\$ -	-	-	-	-	-	-	-
<b>4.5: Establish a Formal Emergency Response Plan</b>									
4.5.1	Develop an incident command hierarchy	\$ -	-	-	-	-	-	-	-
4.5.2	Develop and document a Continuity of Operation Plan	\$ -	-	-	-	-	-	-	-
4.5.3	Ensure senior staff is properly certified/trained for EOC (NIMS/ICS)	\$ -	-	-	-	-	-	-	-

Rollover  
 In Budget  
 Not in Budget

# Strategies

		TOTAL PROJECT COST	FY 21-22 PROJECTED	FY 22-23 PROPOSED	23-24 Forecast	24-25 Forecast	25-26 Forecast	26-27 Forecast	27-28 Forecast
<b>OPERATIONAL EXCELLENCE PRIORITY AREAS AND PROJECTS</b>									
<b>5.1: Evaluate and Implement key HR Programs that Promote Organizational Design and Development</b>									
5.1.1	Evaluate & Update Compensation and Benefit Plans inclusive of Exempt/Non-Exempt status	\$ 45,000			-	-	-	-	-
5.1.2	Evaluate & Update Employee Handbook (Legal)	\$ 5,001	3,034		-	-	-	-	-
5.1.3	Evaluate, Update & Develop Talent Management Processes/Programs	\$ -			-	-	-	-	-
5.1.4	Evaluate & Implement technology to improve efficiency within HR (NeoGov)	\$ 31,954			-	-	-	-	-
5.1.5	Research & Design Learning & Development Training Programs	\$ -			-	-	-	-	-
5.1.6	Review and Update Performance Evaluation Processes	\$ -			-	-	-	-	-
<b>5.2: Develop &amp; Implement a Proactive Communication Strategy</b>									
5.2.2	Develop and implement a communications strategy and marketing program (logo/branding)	\$ 29,000	4,950	14,660	-	-	-	-	-
5.2.4	Create collaborative partnerships with schools, FORHA, business organizations and governments	\$ -			-	-	-	-	-
5.2.5	Develop and implement live stream and video capabilities for council meetings	\$ 50,000	33,660	16,340	-	-	-	-	-
<b>5.3: Evaluate &amp; Update Service Delivery Expectations &amp; Best Practices</b>									
5.3.2	Develop and implement a records management plan	\$ 12,000	7,850		-	-	-	-	-
5.3.3	Develop and implement digitization program for city records	\$ -		26,000	-	-	-	-	-
5.3.3b	3rd Party Scanning of City Records	\$ -		40,000	-	-	-	-	-
5.3.5	Implement paper-lite processes and procedures - Municipal Court	\$ -			-	-	-	-	-
5.3.6	Streamline Judge and Prosecutor case flow processes - Municipal Court	\$ -			-	-	-	-	-
5.3.7	Develop Risk mitigations and corrections strategies - Municipal Court	\$ -			-	-	-	-	-
5.3.8	Enhance online services for case management and customers - Municipal Court	\$ -			-	-	-	-	-
5.3.10	Implement agenda management program	\$ -			-	-	-	-	-
5.3.11	Evaluate and implement Public Information Request software programs	\$ -		30,000	-	-	-	-	-
5.3.12	Implement Fuel Station for City Fleet Vehicles	\$ -		65,000	-	-	-	-	-
<b>5.5: Evaluate &amp; Update IT Infrastructure, Software, &amp; Security</b>									
5.5.1	Define and Develop & Implement Core components of the IT master Plan	\$ -			-	-	-	-	-
5.5.2	Conduct IT risk analysis and vulnerability assessment	\$ 351,234	56,422		-	-	-	-	-
5.5.3	Implement Cyber Security Processes and Procedures	\$ -			-	-	-	-	-

\$15,000 rollover funds  
\$50,000 new

	Rollover
	In Budget
	Not in Budget

# Drainage CIP

			FY 21-22	FY 22-23	23-24	24-25	25-26	26-27	27-28
		TOTAL PROJECT COST	PROJECTED	PROPOSED	Forecast	Forecast	Forecast	Forecast	Forecast
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE PRIORITY AREAS AND PROJECTS</b>									
<b>3.3 Enhance &amp; Ensure Continuity of Reliable Drainage Improvement Initiatives</b>									
3.3 Project	Design, construct, and complete drainage projects as identified in the five-year capital improvements plan	\$ -	-	-	-	-	-	-	-
3.3.2	Drainage 7840 Silver Spur Trail (Drainage CIP # 17)	\$ 690,000	95,000	601,000	-	-	-	-	-
3.3.3	Drainage 29010 Tivoli Way (Drainage CIP #34)	\$ 500,000	50,000	456,000	-	-	-	-	-
3.3.4	Drainage 7715 Fair Oaks Parkway (Drainage CIP #25)	\$ -	-	-	-	-	-	-	-
3.3.5	Drainage 8410 Noble Lark Dr. (CIP# 36)	\$ 223,066	-	-	-	-	-	223,066	-
3.3.6	Drainage 29314 Sumpter Drive (CIP# 32)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.7	Drainage 7967 Turf Paradise Lane (Drainage CIP #37)	\$ 311,787	40,000	85,031	232,757	-	-	-	-
3.3.8	Drainage 7900 Fair Oaks Parkway (Drainage CIP #30)	\$ 10,000	10,000	-	-	-	-	-	-
3.3.9	Drainage 7820 Rolling Acres Trail (Drainage CIP #5)	\$ 685,000	85,000	606,000	-	-	-	-	-
3.3.10	Drainage Repairs at Rockinghorse Lane (Drainage CIP #61)	\$ 75,000	50,000	25,000	-	-	-	-	-
3.3.11	Drainage Ammann Road Low Water Cross (CIP# 1)	\$ 1,124,334	-	pushed a year	55,275	55,275	506,892	506,892	-
3.3.12	Drainage 8426 Triple Crown (CIP# 41)	\$ 201,923	-	pushed a year	56,450	145,473	-	-	-
3.3.13	Drainage 7420 Rolling Acres Trail (CIP#6)	\$ 759,566	-	-	-	103,869	103,869	275,914	275,914
3.3.14	Drainage 8472 Rolling Acres Trail (CIP# 2)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.15	Drainage 31988 Scarteen (CIP# 44)	\$ 85,822	-	-	-	23,993	61,829	-	-
3.3.16	Drainage 7644 Pimlico Lane (CIP# 46)	\$ 85,822	-	-	-	23,993	61,829	-	-
3.3.17	Drainage 8040 Rolling Acres Trail (CIP# 4)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.18	Drainage 7740 Pimlico Lane (CIP# 42)	\$ 88,465	-	-	-	-	24,732	63,733	-
3.3.19	Drainage 32030 Scarteen (CIP# 53)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.20	Drainage 8312 Triple Crown (CIP #43)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.21	Drainage 8045 Flagstone (CIP# 63)	\$ -	-	-	-	-	-	-	-
3.3.22	Drainage 28907 Chartwell Lane (CIP #35)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.23	Drainage 8622 Delta Dawn (CIP# 15)	\$ 221,162	-	-	-	-	61,829	159,333	-
3.3.24	Drainage 8037 Rock Oak Circle (CIP# 58)	\$ 88,465	-	-	-	-	24,732	63,733	-
			330,000	1,773,031	344,482	352,603	1,216,686	2,248,669	275,914

Rollover  
 In Budget  
 Not in Budget

# Roadway CIP

		TOTAL PROJECT COST	FY 21-22	FY 22-23	23-24	24-25	25-26	26-27	27-28
		PROJECTED	PROPOSED	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE PRIORITY AREAS AND PROJECTS</b>									
<b>3.4 Enhance &amp; Ensure Continuity of Reliable Roadway Improvement Indicatives</b>									
<b>3.4 Project Design, construct, and complete roadway projects as identified in the five-year capital improvements plan</b>									
3.4.5	Texdot HSIP (Hwy Safety Improvement Program) - Ammann Road	\$ -	-	-	-	-	-	-	-
3.4.6	Texdot HSIP (Hwy Safety Improvement Program) - Roundabout at Fair Oaks Pky and Dietz Elkhorn	\$ -	-	-	-	-	-	-	-
3.4.7	Modify Chartwell and Dietz Intersection	\$ 423,322	473,322	-	-	-	-	-	-
3.4.8	Bond Development Program	\$ 200,000	50,000	150,000	-	-	-	-	-
3.4.9	Right Turn School Lane at Van Raub Elementary School and Dietz	\$ -	-	-	-	-	-	-	-
3.4.10	Dietz Elkhorn Roadway reconstruction, Addition of ped/bike amenities, drainage improve, utility adj	\$ 3,706,203	-	245,915	241,416	1,609,436	1,609,436	-	-
3.4.11	Ammann Rd Roadway reconstruction, Addition of paved shoulders, drainage improve, utility adj	\$ 5,536,550	-	365,286	360,786	2,405,239	2,405,239	-	-
3.4.12	Rolling Acres Roadway reconstruction, Addition of paved shoulders, drainage improve, utility adj	\$ 4,991,145	-	-	-	-	325,510	4,665,635	-
3.4.13	Post Oak Tr Roadway reconstruction, TxDoT Grant	\$ 875,000	-	875,000	-	-	-	-	-
3.4.14	Connect sidewalk between both Elkhorn Ridge subdivision entrances on the north side of Dietz Elkhorn	\$ 409,101	-	41,282	367,819	-	-	-	-
3.4.15	Battle Intense Reconstructing sidewalk curb. Long term will include reconstruction of headwall	\$ 54,500	-	54,500	-	-	-	-	-
			523,322	1,731,983	970,021	4,014,675	4,340,185	4,665,635	-

	Rollover
	In Budget
	Not in Budget

Timeline moved up to use TxDoT grant funds



## Water/Wastewater CIP

		TOTAL PROJECT COST	FY 21-22	FY 22-23	23-24	24-25	25-26	26-27	27-28
		PROJECTED	PROPOSED	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
<b>RELIABLE AND SUSTAINABLE INFRASTRUCTURE PRIORITY AREAS AND PROJECTS</b>									
<b>3.1 Enhance &amp; Ensure Continuity of Reliable Water Resources in Accordance with CCN Obligations</b>									
3.1 Projec Design, construct, and complete water projects as identified in the five-year capital improvements plan									
3.1.2	Plant 2 Hydropneumatic Tank and Variable Frequency Drives (1W)	\$ 1,049,390	525,000						
3.1.3a	Upgrade various Mechanical/Structural/Electrical at Elmo Davis Pump Station & GST's (1R, 2R)	\$ 1,677,084			167,313	524,584	985,187		
3.1.3b	Upgrade Electrical at Elmo Davis Pump Station (3R)	\$ 314,049		64,642	122,812	126,595			
3.1.4	Replace Existing Waterline - Creek Crossings West (not Impact Fee)(6R)	\$ 308,306	110,217	110,217					
3.1.5	Replace Willow Wind Drive/Red Bud Hill Water Line (not Impact Fee)(29R)	\$ 896,338	65,370		830,968				
3.1.6	Build Elevated Storage Tank with Plant 3 Upgrades, System PRVs, and 12-inch waterline (2W)	\$ 5,083,528	20,000	161,623	2,227,500	2,227,500			
3.1.7	Update and Repair Water Treatment Plant Buildings	\$ -							
3.1.8	Well 27 Electrical (15R)	\$ 48,650			48,650				
3.1.9	Install Variable Frequency Drives at Plant No. 2 (Combined with 3.1.2)	\$ -							
3.1.10	Replace Rolling Acres Trail Water Line Rehabilitation	\$ 634,197			61,754	572,443			
3.1.11	Expand Plant No. 5 Zone B (400 gpm),Install new 0.5 MG GST with Solar Bee system (impact fee) (5W)	\$ 2,536,999		229,499	1,804,353	503,147			
3.1.12	Expand Elmo Davis Water Plant Zone C (650 gpm) (impact Fee) (6W)	\$ 1,245,304					125,438	770,126	349,740
3.1.13	Upgrade Electrical/Instrumentation at Plant No. 3 Pump Station (5R)	\$ 290,445			290,445				
3.1.14	Reroute Fair Oaks Parkway Water Line (30R)	\$ 284,335					56,331	228,004	
3.1.16	Build Plant No. 6 and New GBRA Delivery Point (11W)	\$ 7,609,986			448,231	2,287,044	4,874,711		
3.1.18	Create Regional Partnerships for future Utility and Infrastructure Needs	\$ -							
3.1.19	Establish a Water Tank Maintenance and Repair Program (operations budget)	\$ -							
3.1.21	Implement Water System EPA Risk Assessment and Emergency Response Plan	\$ 40,200	10,326						
3.1.22	Replace Existing Waterline - Central	\$ -							
3.1.23	Replace Existing Waterline -Keeneland	\$ -							
3.1.24	Old Fredericksburg Waterline (Added to SAP for FY 21-22) (not impact fee)	\$ 300,000	50,000	250,000					
3.1.25	Well K6 Electrical (11R)	\$ 45,656			45,656				
3.1.26	Well CR1 Electrical (16R)	\$ 44,190			44,190				
3.1.27	Well 31 Mechanical (19R)	\$ 21,450			21,450				
3.1.28	Well 9 Electrical (13R)	\$ -							
3.1.29	Pump Station - New 2.0 MGD (1RU)	\$ 3,924,403				369,839	1,406,316	2,148,248	
<b>3.2 Enhance &amp; Ensure Continuity of Reliable Wastewater Treatment in Accordance with CCN Obligations</b>									
3.2 Projec Design, construct, and complete wastewater projects as identified in the five-year capital improvements plan									
3.2.1	Upgrade and Expand the WWTP Effluent Transfer Pump Station (27R)	\$ 205,818					42,701	163,117	
3.2.2	Existing Wastewater Treatment Plant Improvements - Solids Handling Improvements (4R)	\$ 1,066,966	736,168	184,042					
3.2.3	Install 8-inch Gravity Sanitary Sewer Line and Decommission Falls Lift Station (1S)	\$ 628,060			507,944	120,116			
3.2.4	Finalize & Advance Wastewater Treatment Plant Study (2.1S)	\$ 266,624	200,000	52,000					
3.2.6	Implement Mechanical System Improvements at School Lift Station (8R)	\$ 223,707			223,707				
3.2.7a	Implement Instrumentation System Improvements at Deer Meadows Lift Stations No 1 (10R)	\$ 126,649			126,649				
3.2.7b	Implement Instrumentation System Improvements at Deer Meadows Lift Stations No 2 (9R)	\$ 126,649			126,649				
3.2.8	Install SCADA at the Live Oak and Blackjack Chlorine Booster Stations	\$ -							
3.2.9	Install New Gravity Trunk Line from Old WWTP to New WWTP (3S)	\$ 2,325,283					251,000	2,074,283	
3.2.10	Upgrade Reuse Water System: 2.0 MGD Pump Station (1RU)	\$ -							
3.2.11	New Wastewater Treatment Plant/Decommission Old (2S)	\$ 15,898,082		929,711	1,480,583	5,348,755	6,648,625	1,504,408	
3.2.13	Update and Repair WW Treatment Plant Buildings - repair road (Operational budget 05-502-150)	\$ -							
3.2.16	1.6 MGD Lift Station and 12" Force Main to New WWTP (4S)	\$ 3,796,459				404,203	1,670,404	1,721,852	

# IT Capital Projects

		TOTAL PROJECT COST	FY 21-22 PROJECTED	FY 22-23 PROPOSED	23-24 Forecast	24-25 Forecast	25-26 Forecast	26-27 Forecast	27-28 Forecast
<b>OPERATIONAL EXCELLENCE PRIORITY AREAS AND PROJECTS</b>									
<b>5.5 Evaluate &amp; Update IT Infrastructure, Software, &amp; Security</b>									
<b>5.5 Project Develop and implement IT Infrastructure projects as defined in the equipment and replacement plan</b>									
5.5.4a	Update Work Order System with GIS Compatible software-GF	\$ 12,500	8,407	-	-	-	-	-	-
5.5.4b	Update Work Order System with GIS Compatible software-W	\$ 6,250	4,204	-	-	-	-	-	-
5.5.4c	Update Work Order System with GIS Compatible software-WW	\$ 6,250	4,204	-	-	-	-	-	-
5.5.5	Improve use of SCADA data	\$ 159,800	43,215	-	-	-	-	-	-
5.5.6	Define and Develop SCADA program based on build-out functional needs	\$ -	-	-	-	-	-	-	-
5.5.7	City Hall Cabling and Network Infrastructure for City Hall	\$ -	-	-	-	-	-	-	-
5.5.8	Increase Redundancy at PD building	\$ 175,000	-	-	-	-	-	-	-
5.5.9	Overhaul network connections to W/WW plants	\$ 85,000	-	85,000	-	-	-	-	-
5.5.10	Phone System Upgrade	\$ -	-	-	-	-	-	-	-
5.5.11	Virtualize Aquametric and SCADA	\$ -	-	-	-	-	-	-	-
5.5.12	EOC Planning, emergency planning	\$ -	-	-	-	-	-	-	-
5.5.13	Workstations-Inventory/Audit and replacement schedule	\$ -	-	-	-	-	-	-	-
5.5.15	GPS on City vehicles	\$ -	-	-	-	-	-	-	-
5.5.16	Decommission IT hardware	\$ -	-	-	-	-	-	-	-
5.5.17	IT Ticketing System (SLAs, customer feedback)	\$ -	-	-	-	-	-	-	-
5.5.19	Assess HVAC in PD server room through a study	\$ -	-	-	-	-	-	-	-
5.5.20	Servers Group#1 -2008, Servers Group#2 - 2012	\$ -	-	-	-	-	-	-	-
5.5.21	Old data stored in incompatible formats(Lotus 123, Microsoft Works, etc.)	\$ -	-	-	-	-	-	-	-
5.5.22	Data Retention	\$ -	-	-	-	-	-	-	-
5.5.23	DLP (data loss prevention): Varonis	\$ -	-	-	-	-	-	-	-
5.5.24	Encrypted Emails (hardware: Zix vs Software)	\$ -	-	-	-	-	-	-	-
5.5.25	Software Consolidation (services /data) Inventory, Planning, Execution	\$ -	-	-	-	-	-	-	-
5.5.27	Access Controls - to the building	\$ -	-	-	-	-	-	-	-
5.5.28	Multi-Factor Authentication	\$ 75,000	-	-	-	-	-	-	-
5.5.29	Certificate Servers	\$ -	-	-	-	-	-	-	-
5.5.30	Address the results of the vulnerability assessment	\$ -	-	-	-	-	-	-	-
5.5.31	IT Penetration Testing	\$ 40,000	-	-	40,000	-	-	-	-
5.5.32	Cyber Security Framework	\$ -	-	-	-	-	-	-	-
5.5.33	Network Access Protection	\$ -	-	-	-	-	-	-	-
5.5.35	IPS + firewall upgrade	\$ -	-	-	-	-	-	-	-
5.5.36	Continuous Monitoring Solution	\$ -	-	-	-	-	-	-	-
5.5.37	Hard Drive Encryption	\$ -	-	-	-	-	-	-	-
5.5.38	SIEM (security information and event management)	\$ -	-	-	-	-	-	-	-
5.5.39	Increase SAN/Backup Efficiency & Storage Capacity for PD CID data files	\$ 77,500	-	77,500	-	-	-	-	-
			60,030	162,500	40,000	-	-	-	-

Rollover    Rollover  
 In Budget    In Budget  
 Not in Budget    Not in Budget



**CITY COUNCIL CONSIDERATION ITEM**  
**CITY OF FAIR OAKS RANCH, TEXAS**  
**September 1, 2022**

AGENDA TOPIC: Presentation of Financial Update and Quarterly Investment Report for Q3 of Fiscal Year 2021-22  
DATE: September 1, 2022  
DEPARTMENT: Finance  
PRESENTED BY: Scott Huizenga, Assistant City Manager, Administrative Services

**INTRODUCTION/BACKGROUND:**

Pursuant to Texas Government Code Section 2256.023 and the City’s Investment Policy Section 12, City staff is required, on a quarterly basis, to prepare and submit to City Council a written report of investment transactions that have occurred since the previous report, and the market value of the current investments.

The attached presentation is being made to comply with PFIA reporting requirements and provide a financial update for Q3 of Fiscal Year 2021-22.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Frequent review and reporting of the City’s assets and investment vehicles is both prudent and necessary to verify that the City’s investment portfolio is being managed according to the investment policy.

The Finance Department has updated its Fiscal Year 2021-22 year-end projections based on financial performance through the 3<sup>rd</sup> quarter of the fiscal year. The department projects a General Fund surplus of \$1.1 million. The primary drivers are due to ARPA funds received, personnel savings from vacancies and an increase in property taxes and sales taxes.

The department projects operating income over the budget of \$232,000 in the Utility Fund due primarily to personnel savings from vacancies and adjustment to non-sales revenue.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

The investment portfolio shall be managed in accordance with the objectives specified in the investment policy (safety, liquidity, diversification, and yield). The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates.

**LEGAL ANALYSIS:**

Not applicable at this time.

**RECOMMENDATION/PROPOSED MOTION:**

This presentation is for informational purposes only and to comply with requirements under Texas Government Code Section 2256.023 and the City’s Investment Policy.



# **FINANCIAL UPDATE AND QUARTERLY INVESTMENT REPORT**

**Presented by Scott Huizenga, Assistant City Manager  
September 1, 2022**





# General Fund





# General Fund Revenues

Type	FY 2021 Actual	FY 2022 Budget	FY 2022 Projection	Q3 Actual	% of Budget
Property Tax	\$5,881,175	\$5,769,476	\$6,061,476	\$5,989,704	103.8%
Sales Tax	1,435,762	1,570,018	1,651,126	939,839	59.9%
Franchise Fees	651,534	618,200	692,500	358,583	58.0%
Permits	499,777	400,000	341,000	269,059	67.3%
Fines & Forfeitures	139,753	129,923	162,623	134,832	103.8%
All Other	829,727	606,961	1,925,900	370,711	61.1%
<b>Totals</b>	<b>\$9,437,728</b>	<b>\$9,094,578</b>	<b>\$10,834,625</b>	<b>\$8,062,728</b>	<b>88.7%</b>

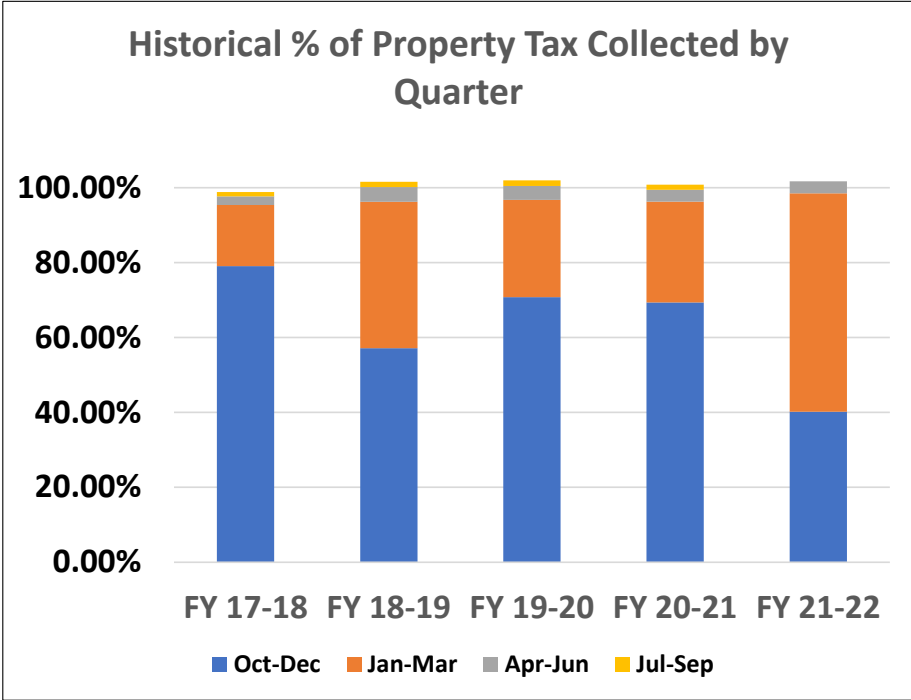


# General Fund Expenses

Type	FY 2021 Actual	FY 2022 Budget	FY 2022 Projection	Q3 Actual	% of Budget
Personnel	\$4,305,366	\$5,205,922	\$4,732,833	\$3,304,755	63.5%
Supplies, Maint, Ops	721,305	1,309,810	1,258,460	201,729	15.4%
Prof. Services	1,149,943	1,478,052	1,399,626	1,024,580	69.3%
Shared Services	353,885	446,673	425,195	332,371	74.4%
Capital Outlay	316,341	418,558	394,595	138,640	33.1%
Transfers	472,493	1,482,407	1,482,407	1,482,407	100.0%
<b>Totals</b>	<b>\$7,319,333</b>	<b>\$10,341,421</b>	<b>\$9,693,116</b>	<b>\$6,484,482</b>	<b>62.7%</b>



# Property Taxes

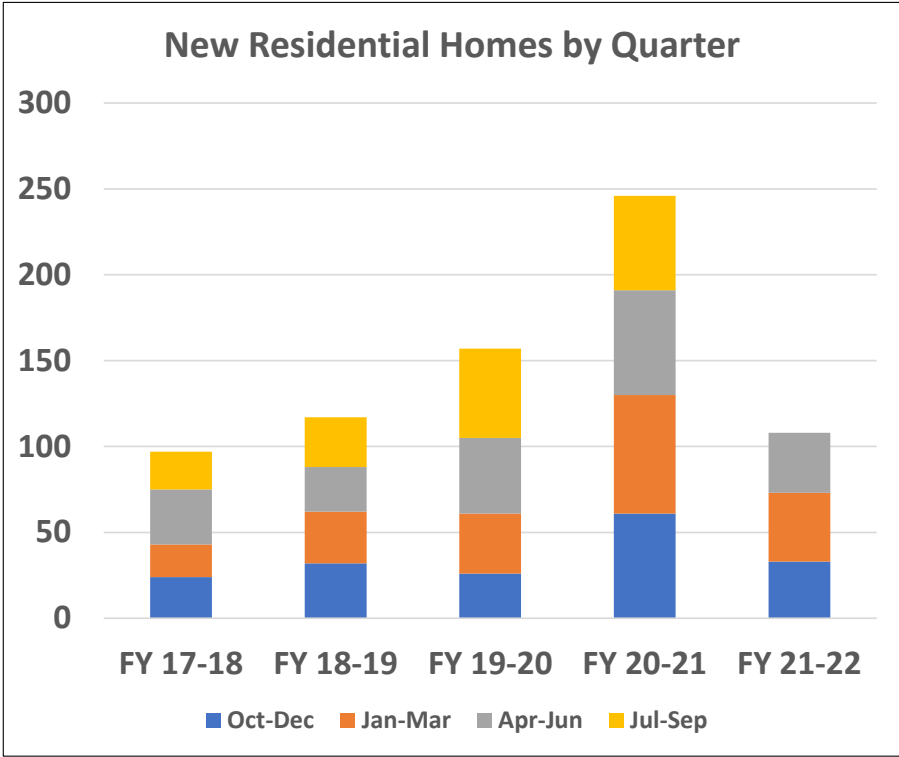


- 103% of Budgeted Ad Valorem Tax levy collected as compared to 99.5% at the same time last year.
- Projected \$230,000 surplus





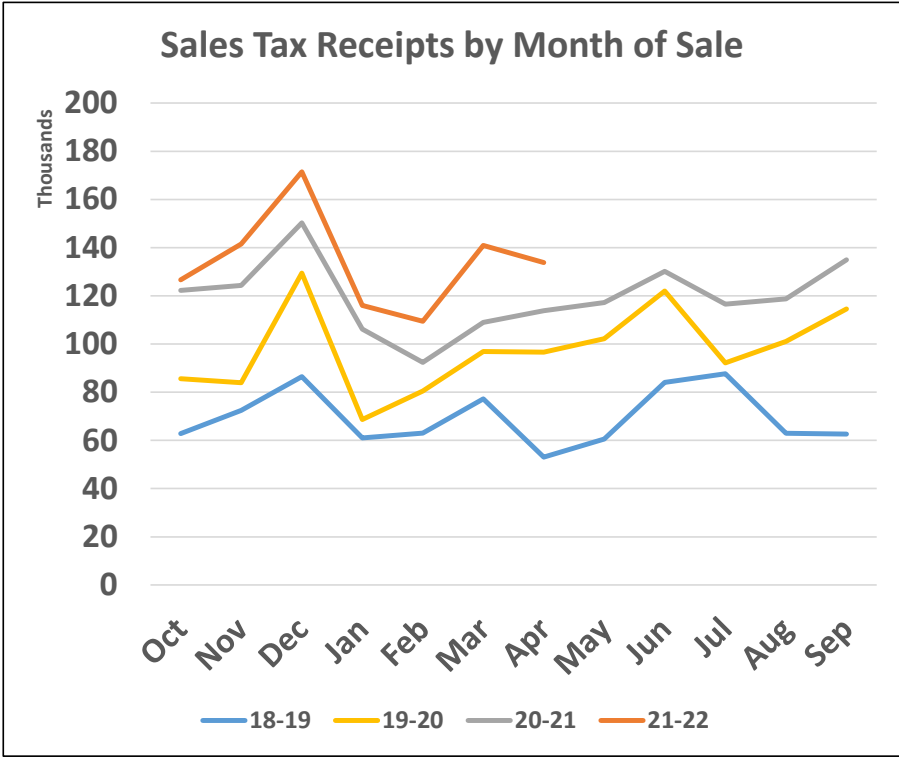
# Residential Permits



- 108 New Residential Home permits issued through June 30.
- 191 issued at same time last year.



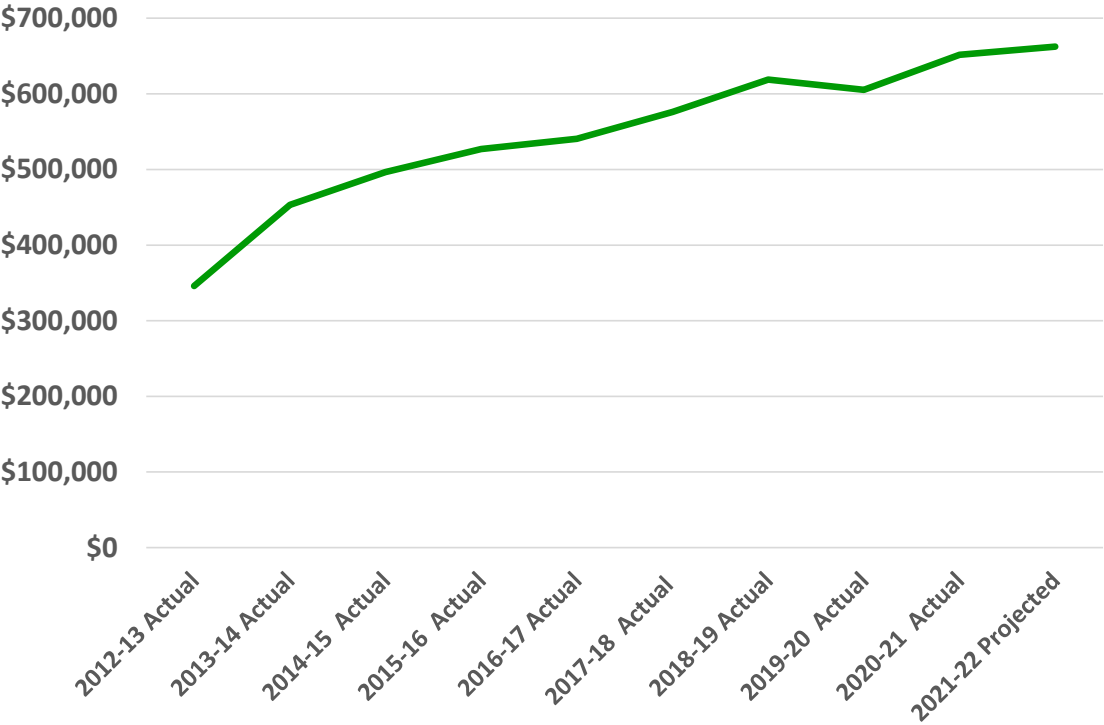
# Sales Tax



- Sales taxes are collected two months in arrears.
- Sales taxes are trending 15% higher than same time last year.
- Projected to be \$81,000 higher than adopted budget.



# Franchise Fees



- Franchise Fees have doubled over the last 10 years
- CPS Energy is 60% of the franchise fee
  - Volatility influenced by weather and natural gas rates

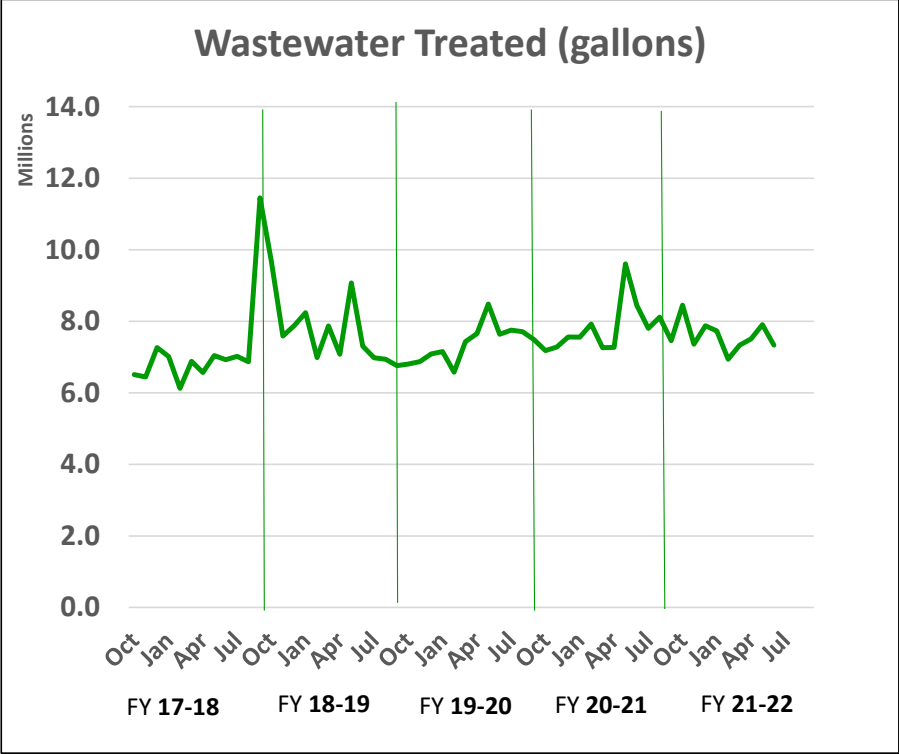
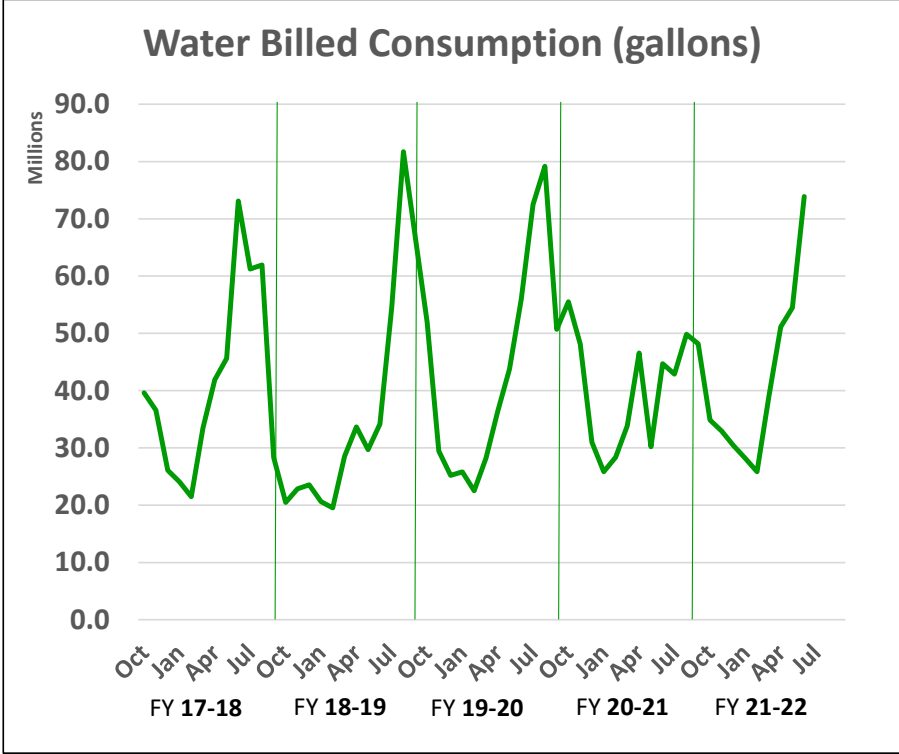


# Enterprise Fund





# Enterprise Fund Highlights





# Utility Revenues

Type	FY 2021 Actual	FY 2022 Budget	FY 2022 Projection	Q3 Actual	% of Budget
Water Revenues	\$4,268,594	\$4,325,991	\$4,475,969	\$3,333,471	77.1%
Wastewater Revenues	1,415,841	2,290,608	\$2,639,762	1,045,913	45.7%
<b>Totals</b>	<b>\$5,684,435</b>	<b>\$6,616,599</b>	<b>\$7,115,731</b>	<b>\$4,379,383</b>	<b>66.2%</b>

# Utility Expenses and Non-Cash Adjustments



Type	FY 2021 Actual	FY 2022 Budget	FY 2022 Projection	Q3 Actual	% of Budget
Personnel	\$1,389,854	\$1,792,534	\$1,695,639	\$1,220,577	68.1%
Supplies, Maint, Ops	2,179,467	2,531,775	2,689,278	1,849,307	73.0%
Services	377,461	289,991	495,865	438,831	151.3%
<b>Total Expenses</b>	<b>\$3,946,782</b>	<b>\$4,614,300</b>	<b>\$4,880,782</b>	<b>\$3,508,716</b>	<b>76.0%</b>
<b>Total Capital and Non-Cash Adjust</b>	<b>\$926,705</b>	<b>\$1,679,463</b>	<b>\$1,117,453</b>	<b>\$1,316,730</b>	<b>78.4%</b>



# Quarterly Investment Report







# Investment Report

At June 30, 2022, the City’s combined investment portfolio totals \$19.45M.

Security	Yield	Beginning Balance	Transfers In/(Out)*	Interest Earnings	Ending Balance	Ending Market Value	Weighted Avg Maturity**
TexPool	0.64%	\$20,434,050	(\$1,009,722)	\$31,722	\$19,456,050	\$19,456,050	25 days

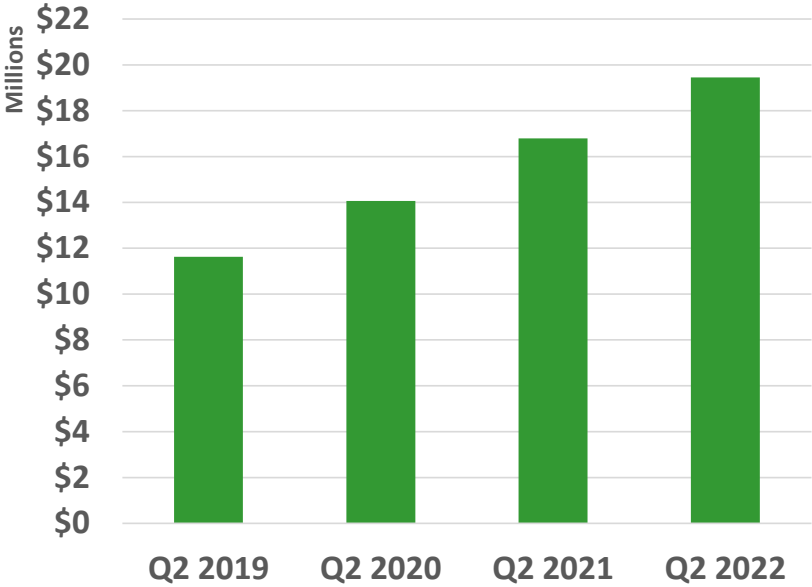
\* Transfers In/Out  
 Transfers out of TexPool accounts represent vendor payments made, or funding of city operations by transferring funds to the City’s operating cash account.  
 Transfers into TexPool accounts represent deposits of property tax revenue.

\*\* Weighted Average Maturity  
 Per the City’s investment policy, the City will not directly invest in securities maturing more than 13 months from the date of purchase. Reserve funds may be invested in securities up to 2 years.

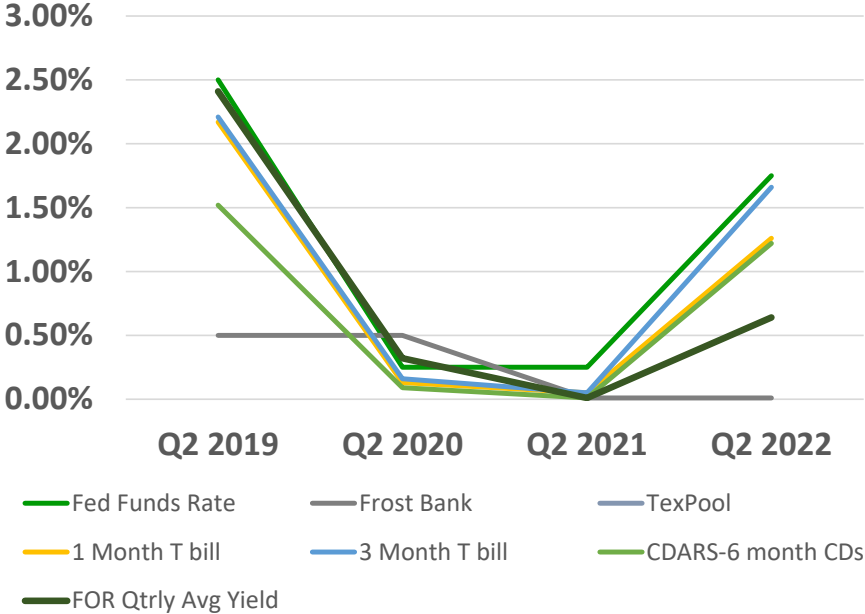


# Investment Report

### Investment Balance



### Comparative Yields





# **FINANCIAL UPDATE AND QUARTERLY INVESTMENT REPORT**

**Presented by Scott Huizenga, Assistant City Manager  
September 1, 2022**



## Governmental Funds Projected 2021-22

Item #17.

	General Fund	CIP/SAP	Equip Repl	Debt Service	Total Governmental
<b>Beginning Fund Balance 10.01.21</b>	<b>7,355,560</b>	<b>1,073,184</b>	<b>872,769</b>	<b>44,337</b>	<b>9,345,850</b>
<u>Revenues:</u>					
Taxes	7,737,602	-	-	556,771	8,294,373
Franchise Fees	692,500	-	-	-	692,500
Interest	58,000	-	-	500	58,500
Permits	341,000	-	-	-	341,000
Animal Control	1,150	-	-	-	1,150
Fines & Forfeitures	162,623	-	-	-	162,623
Fees & Services	287,034	-	-	-	287,034
Miscellaneous Income	1,280,358	-	-	-	1,280,358
Transfers from Other Funds	274,357	1,207,222	275,185	-	1,756,764
<b>Total Revenues</b>	<b>10,834,625</b>	<b>1,207,222</b>	<b>275,185</b>	<b>557,271</b>	<b>12,874,303</b>
<u>Expenditures:</u>					
Personnel	4,732,833	-	-	-	4,732,833
Supplies, Maintenance & Operations	1,258,460	-	-	-	1,258,460
Professional Services	1,399,626	78,743	-	-	1,478,369
Shared Services	425,195	-	-	-	425,195
Capital Outlay	394,595	1,506,623	-	-	1,901,218
Debt Service	-	-	-	549,585	549,585
Transfers to Other Funds	1,482,407	-	274,357	-	1,756,764
<b>Total Expenditures</b>	<b>9,693,116</b>	<b>1,585,366</b>	<b>274,357</b>	<b>549,585</b>	<b>12,102,424</b>
<b>Revenue over/(under) expenditures</b>	<b>1,141,509</b>	<b>(378,144)</b>	<b>828</b>	<b>7,686</b>	<b>771,879</b>
<b>Ending Fund Balance 9.30.22</b>	<b>8,497,069</b>	<b>695,040</b>	<b>873,597</b>	<b>52,023</b>	<b>10,117,729</b>

<b>General Fund</b>	ACTUAL	CLOSE-OUT	PROJECTION
	9/30/2021	9/30/2022	9/30/2022
<u>Non-spendable</u>	96,070	-	96,070
<u>Restricted</u>			
Court Technology	17,819	4,695	22,514
Court Security Building	57,924	800	58,724
Court Efficiency	566	113	679
Court Truancy Prevention Fund	4,660	5,200	9,860
Municipal Court Jury Fund	93	115	208
Felony Forfeiture	10,774	777	11,551
LEOSE Funds	12,847	1,582	14,429
PEG Fees	4,319	-	4,319
<b>Total Restricted</b>	<b>109,002</b>	<b>13,282</b>	<b>122,284</b>
<u>Committed</u>	-	-	-
<u>Assigned</u>			
Legal Reserve	50,000	-	50,000
Operating Reserve	3,835,321	390,000	4,225,321
<b>Total Assigned</b>	<b>3,885,321</b>	<b>390,000</b>	<b>4,275,321</b>
<u>Unassigned</u>			
Allocated	1,267,900	(1,267,900)	-
Unallocated	1,997,268	2,006,126	4,003,394
<b>Total Unassigned</b>	<b>3,265,167.82</b>	<b>738,226</b>	<b>4,003,394</b>
<b>General Fund Balances</b>	<b>7,355,560</b>	<b>1,141,509</b>	<b>8,497,069</b>

<b>Minor Funds</b>	ACTUAL	CLOSE-OUT	PROJECTION
	9/30/2021	9/30/2022	9/30/2022
<u>Assigned</u>			
Debt Service Fund Balance	44,337	7,686	52,023
SAP and Capital Projects Fund Balance	1,073,183	(378,144)	695,039
Equipment Replacement Fund Balance	872,769	828	873,597
	<b>1,990,289</b>	<b>(369,630)</b>	<b>1,620,659</b>

**General Fund Year-to-Date Summary**  
**June 30, 2022**  
**75% of Fiscal Year**

Item #17.

	Amended Budget	Projection	Budget vs Projection	Year-to Date Actual	Percent of Budget	Budget Balance
<b>Revenues:</b>						
Taxes	7,364,494	7,737,602	373,108	6,948,508	94.4%	415,986
Franchise Fees	618,200	692,500	74,300	358,583	58.0%	259,617
Interest	8,000	58,000	50,000	22,902	286.3%	(14,902)
Permits	400,000	341,000	(59,000)	269,059	67.3%	130,941
Animal Control	1,250	1,150	(100)	670	53.6%	580
Fines & Forfeitures	129,923	162,623	32,700	134,832	103.8%	(4,909)
Fees & Services	278,251	287,034	8,783	216,536	77.8%	61,715
Miscellaneous Income	13,400	1,280,358	1,266,958	52,731	393.5%	(39,331)
Transfers from Other Funds	281,060	274,357	(6,703)	58,907	21.0%	222,153
<b>Total Revenues</b>	<b>9,094,578</b>	<b>10,834,625</b>	<b>1,740,047</b>	<b>8,062,728</b>	<b>88.65%</b>	<b>1,031,850</b>
<b>Expenditures:</b>						
Personnel	5,205,922	4,732,833	(473,089)	3,304,755	63.48%	1,901,167
Supplies, Maintenance & Operations	1,309,810	1,258,460	(51,350)	201,729	15.40%	1,108,080
Professional Services	1,478,052	1,399,626	(78,426)	1,024,580	69.32%	453,472
Shared Services	446,673	425,195	(21,478)	332,371	74.41%	114,302
Capital Outlay	418,558	394,595	(23,963)	138,640	33.12%	279,918
Transfers to Other Funds	1,482,407	1,482,407	-	1,482,407	100.00%	-
<b>Total Expenditures</b>	<b>10,341,421</b>	<b>9,693,116</b>	<b>(648,305)</b>	<b>6,484,482</b>	<b>62.70%</b>	<b>3,856,939</b>
<b>Revenue over/(under) expenditures</b>	<b>(1,246,843)</b>	<b>1,141,509</b>	<b>2,388,352</b>	<b>1,578,246</b>	<b>-126.58%</b>	<b>(2,825,089)</b>

Revenue Detail  
June 30, 2022  
75% of Fiscal Year

Item #17.

Revenue Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Taxes</b>						
General Property	5,714,476	5,944,476	5,883,189	103.0%	168,713	Increased projection based on new levy after ARB adjustments.
Delinquent Property	30,000	79,000	72,647	242.2%	42,647	Higher collection of delinquent taxes.
Penalty & Interest	25,000	38,000	33,868	135.5%	8,868	
Mixed Beverage	25,000	25,000	18,965	75.9%	(6,035)	Mixed Bev Tax posted through May-22.
Local Sales	1,046,679	1,100,751	626,559	59.9%	(420,120)	Sales Tax posted through Apr-22
Street Maintenance	261,669	275,187	156,640	59.9%	(105,030)	Sales Tax posted through Apr-22
Property Reduction	261,669	275,187	156,640	59.9%	(105,030)	Sales Tax posted through Apr-22
<b>Total Taxes</b>	<b>7,364,494</b>	<b>7,737,602</b>	<b>6,948,508</b>	<b>94.4%</b>	<b>(415,986)</b>	
<b>Franchise Fees</b>						
Time Warner Cable	62,000	60,000	29,916	48.3%	(32,084)	2nd quarter franchise fee received.
GVTC Cable/Telephone	63,000	67,000	34,265	54.4%	(28,735)	2nd quarter franchise fee received.
AT&T Cable/Telephone	3,500	2,700	1,234	35.3%	(2,266)	2nd quarter franchise fee received.
Miscellaneous	1,000	600	298	29.8%	(702)	
City Public Service	370,000	420,000	211,585	57.2%	(158,415)	Franchise fee received through Apr-22.
Pedernales Electric Company	70,000	87,500	45,892	65.6%	(24,108)	2nd quarter franchise fee received.
Grey Forest Utilities	16,500	21,500	17,795	107.8%	1,295	2nd quarter franchise fee received.
Garbage Regular	30,000	30,000	15,433	51.4%	(14,567)	2nd quarter franchise fee received.
Garbage Recycling	2,200	3,200	2,165	98.4%	(35)	Received franchise fee through Mar-22. Increased projection.
<b>Total Franchise Fees</b>	<b>618,200</b>	<b>692,500</b>	<b>358,583</b>	<b>58.0%</b>	<b>(259,617)</b>	
<b>Interest</b>						
Bank/Investment Interest	8,000	58,000	22,902	286.3%	14,902	
<b>Total Interest</b>	<b>8,000</b>	<b>58,000</b>	<b>22,902</b>	<b>286.3%</b>	<b>14,902</b>	
<b>Permits</b>						
New Residential Permits	310,000	225,000	178,049	57.4%	(131,951)	
New Commerical Permits	10,000	-	-	0.0%	(10,000)	
Remodeling/Additions	15,000	36,000	32,291	215.3%	17,291	
Other BC and Permits	51,000	66,000	48,419	94.9%	(2,581)	
Contractor Registration	10,000	10,000	6,620	66.2%	(3,380)	
Food/Health	4,000	4,000	3,680	92.0%	(320)	
<b>Total Permits Costs</b>	<b>400,000</b>	<b>341,000</b>	<b>269,059</b>	<b>67.3%</b>	<b>(130,941)</b>	
<b>Animal Control</b>						
Pet Licenses	500	700	610	122.0%	110	
Pet Impound/Quarantine	750	450	60	8.0%	(690)	
<b>Total Animal Control</b>	<b>1,250</b>	<b>1,150</b>	<b>670</b>	<b>53.6%</b>	<b>(580)</b>	
<b>Fines &amp; Forfeitures</b>						
Municipal Court Fines	120,000	147,000	122,773	102.3%	2,773	
Municipal Court Security	3,500	5,500	4,209	120.3%	709	
Municipal Court Technology	4,300	4,695	3,476	80.8%	(824)	
Municipal Court Efficiency	70	113	75	107.1%	5	
Court Truancy Prevention Fund	2,000	5,200	4,215	210.7%	2,215	\$5 per nonjailable misdemeanor offenses.
Municipal Court Jury Fund	53	115	84	159.1%	31	\$.10 per nonjailable misdemeanor offenses.
<b>Total Fines &amp; Forfeitures</b>	<b>129,923</b>	<b>162,623</b>	<b>134,832</b>	<b>103.8%</b>	<b>4,909</b>	
<b>Fees &amp; Services</b>						
FORU Management	215,601	221,884	162,962	75.6%	(52,640)	
Special Fees	25,000	25,000	15,270	61.1%	(9,730)	
FORMDD Management	30,150	30,150	30,150	100.0%	-	Annual fee posted.
Credit Card Service Fee	7,500	10,000	8,155	108.7%	655	
<b>Total Fees &amp; Services</b>	<b>278,251</b>	<b>287,034</b>	<b>216,536</b>	<b>77.8%</b>	<b>(61,715)</b>	
<b>Miscellaneous</b>						
Miscellaneous	4,000	15,223	6,223	155.6%	2,223	
City Event Sponsorships	-	205	205	0.0%	205	State of the City tickets
Sale of Assets	-	673	673	0.0%	673	Auction of City surplus items.
Donations/Grants	-	1,251,233	34,901	0.0%	34,901	ARPA \$1.2M, FEMA \$28k, Public Safety grants \$7k.
School Guard Crossing Fund	7,400	10,665	8,369	113.1%	969	Now receiving Child Safety Reg Fees from Comal County
Leose Proceeds	2,000	1,582	1,582	79.1%	(418)	Leose Funds received
Police Seized Proceeds	-	777	777	0.0%	777	Seized assets
<b>Total Miscellaneous</b>	<b>13,400</b>	<b>1,280,358</b>	<b>52,731</b>	<b>393.5%</b>	<b>39,331</b>	
<b>Transfers</b>						
Capital Replacement	281,060	274,357	58,907	21.0%	(222,153)	Transfer posts as capital is purchased.
<b>Total Transfers</b>	<b>281,060</b>	<b>274,357</b>	<b>58,907</b>	<b>21.0%</b>	<b>(222,153)</b>	
<b>Total Revenue</b>	<b>9,094,578</b>	<b>10,834,625</b>	<b>8,062,728</b>	<b>88.7%</b>	<b>(1,031,850)</b>	

Mayor & Council Expenditures - 610

June 30, 2022

75% of Fiscal Year

Item #17.

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	-	-	-	0%	-	
Minor Equipment and Furniture	-	-	-	0%	-	
Fuel	-	-	-	0%	-	
Uniforms	350	350	-	0%	350	
Committee - Communications	1,000	500	199	20%	801	Reduced projection.
Committee - Planning & Zoning	1,000	500	58	6%	942	Reduced projection.
Committee - Board of Adj	1,000	500	203	20%	797	Reduced projection.
Committee - Audit	1,000	-	-	0%	1,000	Do not anticipate any expenses.
Committee - Urban Wildlife	500	500	-	0%	500	
Donations & Grants	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>4,850</b>	<b>2,350</b>	<b>460</b>	<b>9.5%</b>	<b>4,390</b>	
<b>Services</b>						
Professional Services	8,100	-	-	0%	8,100	Hog trapping not taking place.
Dues/Subscriptions	2,800	2,944	2,944	105%	(144)	Dues increased
Training/Seminars & Related Travel	7,000	3,500	-	0%	7,000	
Meetings and Related Travel	11,800	9,300	2,496	21%	9,304	
Public Relations	250	250	212	85%	38	Volunteer plaques
Employee Appreciation	-	-	-	0%	-	
Employment Costs	-	-	-	0%	-	
Recording/Reporting/History	-	-	-	0%	-	
<b>Total Services Costs</b>	<b>29,950</b>	<b>15,994</b>	<b>5,652</b>	<b>18.9%</b>	<b>24,298</b>	
<b>Total Departmental Budget</b>	<b>34,800</b>	<b>18,344</b>	<b>6,111</b>	<b>17.6%</b>	<b>28,689</b>	



Administration - 611  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	462,925	404,109	279,042	60%	183,883	Projection updated for Asst. City Manager vacancy 1st quarter
Overtime	142	-	-	0%	142	
Taxes - Social Security	28,710	22,676	14,939	52%	13,771	
Taxes - Medicare	6,714	5,910	4,100	61%	2,614	
Taxes SUTA/FUTA	765	765	240	31%	525	
Workers' Compensation Insurance	1,250	703	703	56%	547	Annual premium paid.
Retirement	54,746	48,926	34,025	62%	20,721	
Health Insurance	31,577	37,131	26,013	82%	5,564	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	7,200	7,200	5,261	73%	1,939	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>594,029</b>	<b>527,420</b>	<b>364,323</b>	<b>61.3%</b>	<b>229,706</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	850	850	403	47%	447	
Minor Equipment and Furniture	830	830	268	32%	562	
Fuel	100	100	25	25%	75	
Uniforms	350	350	108	31%	242	
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>2,130</b>	<b>2,130</b>	<b>804</b>	<b>37.8%</b>	<b>1,326</b>	
<b>Services</b>						
Professional Services	75,040	100,040	75,492	101%	(452)	Increased projection for legal fees.
Dues/Subscriptions	2,929	4,073	4,073	139%	(1,144)	ICMA annual membership for ACM
Training/Seminars & Related Travel	20,870	18,370	6,678	32%	14,192	Reduced projection \$2,500 for APA conference
Meetings and Related Travel	6,680	4,680	1,202	18%	5,478	Reduced projection for hosted meetings \$2k.
Employee Appreciation	250	250	54	22%	196	
<b>Total Services Costs</b>	<b>105,769</b>	<b>127,413</b>	<b>87,500</b>	<b>82.7%</b>	<b>18,269</b>	
<b>Capital Outlay</b>						
Furniture, Fixtures, Equipment & Vehicles	27,360	27,360	27,360	100%	-	
<b>Total Capital Outlay Costs</b>	<b>27,360</b>	<b>27,360</b>	<b>27,360</b>	<b>100.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>729,288</b>	<b>684,323</b>	<b>479,987</b>	<b>65.8%</b>	<b>249,301</b>	

City Secretary - 612  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	127,221	139,300	97,984	77%	29,237	
Overtime	-	-	-	0%	-	
Taxes - Social Security	7,888	8,326	5,841	74%	2,047	
Taxes - Medicare	1,845	1,947	1,366	74%	479	
Taxes SUTA/FUTA	450	18	18	4%	432	
Workers' Compensation Insurance	343	369	369	108%	(26)	Annual premium higher than budgeted.
Retirement	15,041	16,664	11,785	78%	3,256	
Health Insurance	16,452	20,333	14,536	88%	1,916	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>169,240</b>	<b>186,957</b>	<b>131,899</b>	<b>77.9%</b>	<b>37,341</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	1,000	1,000	617	62%	383	
Minor Equipment and Furniture	200	200	6	3%	194	
Fuel	-	-	-	0%	-	
Uniforms	100	100	-	0%	100	
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>1,300</b>	<b>1,300</b>	<b>623</b>	<b>47.9%</b>	<b>677</b>	
<b>Services</b>						
Professional Services	4,789	4,789	1,527	32%	3,262	
Dues/Subscriptions	563	713	671	119%	(108)	NAP membership not budgeted.
Training/Seminars & Related Travel	5,700	5,700	2,042	36%	3,658	
Meetings and Related Travel	1,200	450	178	15%	1,022	
Elections	38,222	-	-	0%	38,222	No elections required.
Employee Appreciation	100	100	35	35%	65	
Recording/Reporting/History	6,000	6,000	3,434	57%	2,566	
<b>Total Services Costs</b>	<b>56,574</b>	<b>17,752</b>	<b>7,887</b>	<b>13.9%</b>	<b>48,687</b>	
<b>Total Departmental Budget</b>	<b>227,114</b>	<b>206,009</b>	<b>140,409</b>	<b>61.8%</b>	<b>86,705</b>	

HR & Communications - 613  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	121,887	94,507	61,474	50%	60,413	Projection updated for vacancy
Overtime	-	-	-	0%	-	
Taxes - Social Security	7,557	5,755	3,738	49%	3,819	
Taxes - Medicare	1,767	1,346	874	49%	893	
Taxes SUTA/FUTA	338	14	9	3%	329	
Workers' Compensation Insurance	329	277	277	84%	52	Annual premium paid.
Retirement	14,410	11,290	7,389	51%	7,021	
Health Insurance	7,804	8,411	5,554	71%	2,250	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>154,092</b>	<b>121,599</b>	<b>79,315</b>	<b>51.5%</b>	<b>74,777</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	3,927	3,927	3,663	93%	264	
Minor Equipment and Furniture	2,264	4,717	4,717	208%	(2,452)	Training savings to cover cost of new FTE equipment.
Fuel	-	-	-	0%	-	
Uniforms	200	250	-	0%	200	Increased projection for new FTE uniform expense.
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>6,391</b>	<b>8,894</b>	<b>8,380</b>	<b>131.1%</b>	<b>(1,988)</b>	
<b>Services</b>						
Professional Services	2,795	2,795	-	0%	2,795	
Dues/Subscriptions	1,616	1,616	1,440	89%	176	
Training/Seminars & Related Travel	11,239	6,604	2,707	24%	8,531	Decreased projection for SGR Leadership training
Meetings and Related Travel	800	800	492	61%	308	
Public Relations	38,450	20,450	17,831	46%	20,619	Fireworks show cancelled. Deposit paid to be used next year.
Employee Appreciation	10,015	10,015	8,646	86%	1,369	
Employment Costs	3,500	3,500	1,867	53%	1,633	
Recording/Reporting/History	-	-	-	0%	-	
<b>Total Services Costs</b>	<b>68,415</b>	<b>45,780</b>	<b>32,984</b>	<b>48.2%</b>	<b>35,431</b>	
<b>Total Departmental Budget</b>	<b>228,898</b>	<b>176,272</b>	<b>120,678</b>	<b>52.7%</b>	<b>108,220</b>	

Finance - 614  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	207,311	153,178	105,649	51%	101,662	Projection updated for vacancy
Overtime	265	79	59	22%	206	
Taxes - Social Security	12,870	9,139	6,314	49%	6,556	
Taxes - Medicare	3,010	2,137	1,477	49%	1,533	
Taxes SUTA/FUTA	563	23	18	3%	545	
Workers' Compensation Insurance	560	461	461	82%	99	Annual premium paid.
Retirement	24,541	18,636	13,021	53%	11,520	
Health Insurance	26,449	30,445	21,695	82%	4,754	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>275,569</b>	<b>214,099</b>	<b>148,693</b>	<b>54.0%</b>	<b>126,876</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	1,325	1,325	568	43%	757	
Minor Equipment and Furniture	500	500	-	0%	500	
Fuel	-	-	-	0%	-	
Uniforms	250	250	-	0%	250	
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>2,075</b>	<b>2,075</b>	<b>568</b>	<b>27.4%</b>	<b>1,507</b>	
<b>Services</b>						
Professional Services	97,179	97,179	79,906	82%	17,273	
Dues/Subscriptions	1,160	1,525	1,525	131%	(365)	PAFR submission costs not budgeted.
Training/Seminars & Related Travel	4,800	2,800	1,710	36%	3,090	
Meetings and Related Travel	400	400	-	0%	400	
Employee Appreciation	250	250	-	0%	250	
<b>Total Services Costs</b>	<b>103,789</b>	<b>102,154</b>	<b>83,141</b>	<b>80.1%</b>	<b>20,648</b>	
<b>Total Departmental Budget</b>	<b>381,433</b>	<b>318,328</b>	<b>232,402</b>	<b>60.9%</b>	<b>149,031</b>	

Information Technology - 615  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	81,015	80,238	56,719	70%	24,296	
Overtime	-	-	-	0%	-	
Taxes - Social Security	5,023	4,750	3,344	67%	1,679	
Taxes - Medicare	1,175	1,111	782	67%	393	
Taxes SUTA/FUTA	225	9	9	4%	216	
Workers' Compensation Insurance	219	184	184	84%	35	Annual premium paid.
Retirement	9,578	9,600	6,823	71%	2,755	
Health Insurance	9,795	12,911	9,338	95%	457	
<b>Total Personnel Costs</b>	<b>107,030</b>	<b>108,802</b>	<b>77,199</b>	<b>72.1%</b>	<b>29,831</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	200	200	67	33%	133	
Minor Equipment and Furniture	750	750	221	29%	529	
Fuel	-	-	-	0%	-	
Uniforms	100	100	79	79%	21	
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>1,050</b>	<b>1,050</b>	<b>367</b>	<b>34.9%</b>	<b>683</b>	
<b>Services</b>						
Professional Services	3,000	3,000	-	0%	3,000	
Dues/Subscriptions	175	175	88	50%	88	
Training/Seminars & Related Travel	4,650	3,900	808	17%	3,842	Reduced projection for TAGIT fall conference
Meetings and Related Travel	100	100	-	0%	100	
Employee Appreciation	100	100	-	0%	100	
<b>Total Services Costs</b>	<b>8,025</b>	<b>7,275</b>	<b>895</b>	<b>11.2%</b>	<b>7,130</b>	
<b>Shared Services</b>						
Facility Contracts & Services	29,586	27,586	18,533	63%	11,053	Decreased projection for copier lease changes.
Tech/Internet/Software Maintenance	210,950	196,450	166,708	79%	44,242	Decreased projection for ticketing system annual charge as this project has not gone operational
Phone/Cable/Alarms	29,725	29,725	22,900	77%	6,825	
<b>Total Shared Services Costs</b>	<b>270,261</b>	<b>253,761</b>	<b>208,141</b>	<b>77.0%</b>	<b>62,120</b>	
<b>Capital Outlay</b>						
Furniture, Fixtures, Equipment & Vehicles	47,500	41,066	41,066	86%	6,434	Project completed for the fiscal year
<b>Total Capital Outlay Costs</b>	<b>47,500</b>	<b>41,066</b>	<b>41,066</b>	<b>86.5%</b>	<b>6,434</b>	
<b>Total Departmental Budget</b>	<b>433,866</b>	<b>411,954</b>	<b>327,667</b>	<b>75.5%</b>	<b>106,199</b>	

Municipal Court - 620  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	117,045	86,699	59,312	51%	57,733	Projection updated for vacancy during the year.
Overtime	510	2,177	2,177	427%	(1,667)	Offset with savings in salaries due to Court Administrator vacancy.
Taxes - Social Security	7,288	5,335	3,717	51%	3,571	
Taxes - Medicare	1,705	1,248	869	51%	836	
Taxes SUTA/FUTA	450	18	14	3%	437	
Workers' Compensation Insurance	316	369	369	117%	(53)	Annual premium higher than budgeted.
Retirement	13,898	10,686	7,452	54%	6,446	
Health Insurance	13,924	20,108	13,130	94%	794	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>155,136</b>	<b>126,639</b>	<b>87,040</b>	<b>56.1%</b>	<b>68,096</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	1,700	1,700	940	55%	760	
Minor Equipment and Furniture	200	200	194	97%	6	
Fuel	-	-	-	0%	-	
Uniforms	100	217	217	217%	(117)	Uniforms for Judge not budgeted.
Miscellaneous	-	-	-	0%	-	
Court Technology	-	-	-	0%	-	
Court Security Building	4,700	4,700	896	19%	3,804	Witness stand door complete.
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>6,700</b>	<b>6,817</b>	<b>2,248</b>	<b>33.5%</b>	<b>649</b>	
<b>Services</b>						
Professional Services	82,230	70,230	48,778	59%	33,452	Updated projection based on actuals to date.
Dues/Subscriptions	800	300	70	9%	730	Updated projection based on history.
Training/Seminars & Related Travel	3,050	3,050	2,369	78%	681	
Meetings and Related Travel	500	500	46	9%	454	
Employee Appreciation	100	100	-	0%	100	
<b>Total Services Costs</b>	<b>86,680</b>	<b>74,180</b>	<b>51,263</b>	<b>59.1%</b>	<b>35,417</b>	
<b>Total Departmental Budget</b>	<b>248,516</b>	<b>207,637</b>	<b>140,551</b>	<b>56.6%</b>	<b>104,162</b>	

**Public Safety/Emergency - 630**  
**June 30, 2022**  
**75% of Fiscal Year**

<b>Expenditure Type</b>	<b>Amended Budget</b>	<b>Projection</b>	<b>Year-to-Date Actual</b>	<b>Percent of Budget</b>	<b>Budget Balance</b>	<b>Comments</b>
<b>Personnel</b>						
Salaries	1,829,045	1,661,448	1,169,899	64%	659,146	Projection updated for staff vacancies.
Overtime	27,181	70,666	46,955	173%	(19,774)	Overtime needs due to staffing shortages; offset with salary savings.
Taxes - Social Security	115,086	107,227	75,739	66%	39,347	
Taxes - Medicare	26,915	25,077	17,713	66%	9,202	
Taxes SUTA/FUTA	6,300	750	580	9%	5,720	
Workers' Compensation Insurance	44,594	54,276	54,276	122%	(9,682)	Annual premium higher than budgeted.
Retirement	219,452	208,629	147,777	67%	71,675	
Health Insurance	243,713	253,243	181,296	74%	62,417	
Uniform Allowance	26,000	23,000	10,500	40%	15,500	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>2,538,286</b>	<b>2,404,316</b>	<b>1,704,735</b>	<b>67.2%</b>	<b>833,551</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	5,000	5,000	1,652	33%	3,348	
Minor Equipment and Furniture	29,111	29,111	23,507	81%	5,604	
Fuel	30,000	47,500	33,514	112%	(3,514)	Updated projection based on actuals to date.
Uniforms	13,870	13,870	7,097	51%	6,773	
Miscellaneous	-	-	-	0%	-	
Vehicle Maintenance/Repairs	27,510	27,510	16,876	61%	10,634	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>105,491</b>	<b>122,991</b>	<b>82,646</b>	<b>78.3%</b>	<b>22,845</b>	
<b>Services</b>						
Professional Services	683,321	683,321	562,858	82%	120,463	
Dues/Subscriptions	3,950	3,950	2,936	74%	1,014	Leads Online and Best Practices annual fees paid.
Training/Seminars & Related Travel	14,000	16,500	16,182	116%	(2,182)	Increased cost of in-service training
Meetings and Related Travel	500	500	-	0%	500	
Elections	-	-	-	0%	-	
Investigations	15,599	15,599	8,085	52%	7,514	
Lease Training	2,500	-	-	0%	2,500	
Asset Forfeiture	-	-	-	0%	-	
Public Relations	6,534	6,534	6,114	94%	420	
Employee Appreciation	1,400	1,400	-	0%	1,400	
Employment Costs	-	-	-	0%	-	
Recording/Reporting/History	-	-	-	0%	-	
<b>Total Services Costs</b>	<b>727,804</b>	<b>727,804</b>	<b>596,175</b>	<b>81.9%</b>	<b>131,629</b>	
<b>Capital Outlay</b>						
Furniture, Fixtures, Equipment & Vehicles	178,698	172,148	1,698	1%	177,000	
<b>Total Capital Outlay Costs</b>	<b>178,698</b>	<b>172,148</b>	<b>1,698</b>	<b>1.0%</b>	<b>177,000</b>	
<b>Total Departmental Budget</b>	<b>3,550,279</b>	<b>3,427,259</b>	<b>2,385,254</b>	<b>67.2%</b>	<b>1,165,025</b>	

Maintenance - 640  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	398,731	300,274	201,427	51%	197,304	Projection updated for vacancies
Overtime	1,692	12,601	7,267	429%	(5,575)	Overtime needs due to staffing shortages; offset with salary savings.
Taxes - Social Security	24,826	18,969	12,665	51%	12,161	
Taxes - Medicare	5,806	4,436	2,962	51%	2,844	
Taxes SUTA/FUTA	2,138	388	370	17%	1,768	
Workers' Compensation Insurance	18,280	14,295	14,295	78%	3,985	Annual premium paid.
Retirement	47,340	37,418	25,114	53%	22,226	
Health Insurance	87,546	69,834	45,613	52%	41,933	
<b>Total Personnel Costs</b>	<b>586,359</b>	<b>458,215</b>	<b>309,713</b>	<b>52.8%</b>	<b>276,646</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	5,100	5,400	4,782	94%	318	
Minor Equipment and Furniture	13,000	13,000	8,870	68%	4,130	
Fuel	10,200	12,200	9,038	89%	1,162	Increased fuel costs
Uniforms	8,091	8,091	3,191	39%	4,900	
Miscellaneous	200	-	-	0%	200	
Vehicle Maintenance/Repairs	11,700	15,700	12,432	106%	(732)	Updated projection based on actuals.
Equipment Maintenance/Repairs	12,300	13,800	12,403	101%	(103)	Extensive generator and Crafcoc repairs
Building Maintenance/Repairs	15,300	18,800	12,701	83%	2,599	
Landscaping & Greenspace Maintenance	5,000	6,100	6,025	120%	(1,025)	Peace Tree maintenance not budgeted.
Street Maintenance	33,000	33,000	16,516	50%	16,484	
Drainage Work	51,000	5,000	-	0%	51,000	Decreased projection.
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>164,891</b>	<b>131,091</b>	<b>85,958</b>	<b>52.1%</b>	<b>78,933</b>	
<b>Services</b>						
Professional Services	200	-	-	0%	200	
Dues/Subscriptions	432	432	100	23%	332	
Training/Seminars & Related Travel	7,340	7,340	4,554	62%	2,786	
Meetings and Related Travel	100	100	-	0%	100	
Employee Appreciation	500	500	405	81%	95	
<b>Total Services Costs</b>	<b>8,572</b>	<b>8,372</b>	<b>5,058</b>	<b>59.0%</b>	<b>3,514</b>	
<b>Capital Outlay</b>						
Furniture, Fixtures, Equipment & Vehicles	165,000	154,021	68,516	42%	96,484	
<b>Total Capital Outlay Costs</b>	<b>165,000</b>	<b>154,021</b>	<b>68,516</b>	<b>41.5%</b>	<b>96,484</b>	
<b>Total Departmental Budget</b>	<b>924,822</b>	<b>751,699</b>	<b>469,246</b>	<b>50.7%</b>	<b>455,576</b>	



Building Codes & Permits - 641  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	187,933	191,989	136,064	72%	51,869	
Overtime	201	-	-	0%	201	
Taxes - Social Security	11,664	11,931	8,497	73%	3,167	
Taxes - Medicare	2,728	2,790	1,987	73%	741	
Taxes SUTA/FUTA	675	27	27	4%	648	
Workers' Compensation Insurance	1,007	941	941	93%	66	Annual premium paid.
Retirement	22,242	23,059	16,455	74%	5,787	
Health Insurance	24,413	28,853	20,854	85%	3,559	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>250,863</b>	<b>259,589</b>	<b>184,825</b>	<b>73.7%</b>	<b>66,038</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	800	800	459	57%	341	
Minor Equipment and Furniture	2,050	2,050	1,638	80%	412	
Fuel	2,100	2,100	1,680	80%	420	
Uniforms	380	380	150	39%	230	
Miscellaneous	-	-	-	0%	-	
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>5,330</b>	<b>5,330</b>	<b>3,927</b>	<b>73.7%</b>	<b>1,403</b>	
<b>Services</b>						
Professional Services	22,080	17,080	10,534	48%	11,546	Possibly not using on-call inspector budget.
Dues/Subscriptions	300	300	165	55%	135	
Training/Seminars & Related Travel	1,895	1,895	441	23%	1,454	
Meetings and Related Travel	100	100	-	0%	100	
Employee Appreciation	150	150	-	0%	150	
Employment Costs	-	-	-	0%	-	
Recording/Reporting/History	-	-	-	0%	-	
<b>Total Services Costs</b>	<b>24,525</b>	<b>19,525</b>	<b>11,140</b>	<b>45.4%</b>	<b>13,385</b>	
<b>Total Departmental Budget</b>	<b>280,718</b>	<b>284,444</b>	<b>199,893</b>	<b>71.2%</b>	<b>80,825</b>	

Engineering & Planning - 642  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Personnel</b>						
Salaries	280,192	244,017	161,726	58%	118,466	Projection updated for vacancies
Overtime	1,374	68	37	3%	1,338	
Taxes - Social Security	17,457	15,024	9,979	57%	7,478	
Taxes - Medicare	4,083	3,514	2,334	57%	1,749	
Taxes SUTA/FUTA	833	83	23	3%	810	
Workers' Compensation Insurance	4,061	2,937	2,937	72%	1,124	Annual premium paid.
Retirement	33,288	29,222	19,500	59%	13,788	
Health Insurance	34,030	30,331	20,476	60%	13,554	
Uniform Allowance	-	-	-	0%	-	
Car Allowance	-	-	-	0%	-	
Relocation Allowance	-	-	-	0%	-	
<b>Total Personnel Costs</b>	<b>375,318</b>	<b>325,197</b>	<b>217,012</b>	<b>57.8%</b>	<b>158,306</b>	
<b>Supplies, Maintenance &amp; Operations</b>						
Supplies and Consumables	2,300	3,850	986	43%	1,314	
Minor Equipment and Furniture	900	900	344	38%	556	
Fuel	1,301	2,801	2,105	162%	(804)	Fuel costs increase and more time in the field
Uniforms	1,500	1,500	413	28%	1,087	
Miscellaneous	-	-	-	0%	-	
Street Maintenance	1,000,000	961,250	8,727	1%	991,273	Project taking place in August/September.
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>1,006,001</b>	<b>970,301</b>	<b>12,575</b>	<b>1.2%</b>	<b>993,426</b>	
<b>Services</b>						
Professional Services	250,000	250,000	141,828	57%	108,172	
Dues/Subscriptions	555	683	683	123%	(128)	WEF Dues not budgeted
Training/Seminars & Related Travel	6,644	1,944	110	2%	6,534	Reduced projection for conferences not attended.
Meetings and Related Travel	400	400	165	41%	235	
Employee Appreciation	350	350	100	28%	251	
Employment Costs	-	-	-	0%	-	
Recording/Reporting/History	-	-	-	0%	-	
<b>Total Services Costs</b>	<b>257,949</b>	<b>253,377</b>	<b>142,885</b>	<b>55.4%</b>	<b>115,064</b>	
<b>Total Departmental Budget</b>	<b>1,639,268</b>	<b>1,548,874</b>	<b>372,472</b>	<b>22.7%</b>	<b>1,266,796</b>	

Non-Departmental - 690  
June 30, 2022  
75% of Fiscal Year

Expenditure Type	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
Supplies, Maintenance & Operations						
Supplies and Consumables	3,600	3,600	2,644	73%	956	
Miscellaneous	-	531	531	0%	(531)	Employee supplies during winter storm closure.
<b>Total Supplies, Maintenance &amp; Operations Costs</b>	<b>3,600</b>	<b>4,131</b>	<b>3,174</b>	<b>88.2%</b>	<b>426</b>	
Shared Services						
Facility Contracts & Services	84,369	74,369	42,709	51%	41,660	
Tech/Internet/Software Maintenance	-	-	-	0%	-	
Postage	5,625	4,125	2,102	37%	3,523	Updated projection based on actuals to date.
General Liability Insurance	51,418	51,940	51,940	101%	(522)	Annual premium paid.
Electricity	35,000	41,000	27,479	79%	7,521	Increased projection based on actuals to date
Phone/Cable/Alarms	-	-	-	0%	-	
<b>Total Shared Services Costs</b>	<b>176,412</b>	<b>171,434</b>	<b>124,230</b>	<b>70.4%</b>	<b>52,182</b>	
Transfers & Non-Cash Adjustments						
Transfer to Cap Improv Fund 02	1,207,222	1,207,222	1,207,222	100%	-	Annual transfers posted.
Transfer to GF Veh/Equip F 31	275,185	275,185	275,185	100%	-	Annual transfers posted.
<b>Total Transfers &amp; Non-Cash Adjustments Costs</b>	<b>1,482,407</b>	<b>1,482,407</b>	<b>1,482,407</b>	<b>100.0%</b>	<b>-</b>	
<b>Total Departmental Budget</b>	<b>1,662,419</b>	<b>1,657,972</b>	<b>1,609,812</b>	<b>96.8%</b>	<b>52,607</b>	

## General Fund Strategic and Capital Projects

June 30, 2022

75% of Fiscal Year

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Beginning Fund Balance</b>	<b>1,073,183</b>	<b>1,073,183</b>	<b>1,073,183</b>			
<b>Revenues:</b>						
Grant Funding	-	-	-	0%	-	
Transfer from General Fund	1,207,222	1,207,222	1,207,222	100%	-	
<b>Total Revenue</b>	<b>1,207,222</b>	<b>1,207,222</b>	<b>1,207,222</b>	<b>100.0%</b>	<b>-</b>	
<b>Reliable &amp; Sustainable Infrastructure</b>						
Long-term Road Cond Analysis	-	-	-	0%	-	
City Civic Center	-	-	-	0%	-	
City Campus Renovation	991,168	881,168	126,459	13%	864,709	Projection includes only this FY costs. Project continuing into next FY.
Chartwell and Dietz Intersection	473,322	473,322	4,657	1%	468,665	
Rolling Acres Trail Project #5	85,000	15,000	-	0%	85,000	Projection includes only this FY costs. Project continuing into next FY.
Silver Spur Trail Project #17	95,000	20,000	-	0%	95,000	Projection includes only this FY costs. Project continuing into next FY.
Fair Oaks Pkwy Project #30	10,000	-	-	0%	10,000	
Tivoli Way Project #34	50,000	17,000	-	0%	50,000	Projection includes only this FY costs. Project continuing into next FY.
Turf Paradise Lane Project #37	40,000	20,000	-	0%	40,000	Projection includes only this FY costs. Project continuing into next FY.
Rockinghorse Lane Project #61	75,000	29,609	-	0%	75,000	Projection includes only this FY costs. Project continuing into next FY.
Bond Development Program	200,000	50,000	48,724	24%	151,276	Roadway and Drainage CIP development.
<b>Total Reliable &amp; Sustainable Infrastructure</b>	<b>2,019,490</b>	<b>1,506,099</b>	<b>179,840</b>		<b>1,839,650</b>	
<b>Public Health, Safety and Welfare</b>						
PS Command Structure Review	787	895	895	114%	(108)	Project completed.
Fire Services Program Review	16,794	1,128	1,128	7%	15,666	Contract terminated.
EMS Program Review	22,394	1,128	1,128	5%	21,266	Contract terminated.
<b>Total Public Health, Safety and Welfare</b>	<b>39,975</b>	<b>3,151</b>	<b>3,151</b>		<b>36,824</b>	
<b>Operational Excellence</b>						
Compensation & Benefit Plan Study	-	-	-	0%	-	
Employee Handbook	3,034	3,034	-	0%	3,034	Project in process.
Communications & Mktg Strategy	69,610	38,610	4,909	7%	64,701	Projection includes only this FY costs. Project continuing into next FY.
Records Management	7,850	7,850	1,341	17%	6,509	Project in process.
IT Infrastructure Projects	56,422	24,835	12,835	23%	43,587	
Public Communications Technology	-	-	-	0%	-	
City Records Digitization	26,000	-	-	0%	26,000	
Agenda and Minutes Software Program	-	-	-	0%	-	
Ticketing with GIS Compatibility	12,500	1,263	1,263	10%	11,237	Project complete.
PIA Request Software	30,000	-	-	0%	30,000	
City Fleet Fuel Station	15,000	-	-	0%	15,000	
<b>Total Operational Excellence</b>	<b>220,416</b>	<b>75,592</b>	<b>20,349</b>		<b>200,067</b>	
<b>Capital Outlays</b>						
Infrastructure	-	-	-	0%	-	
Personal Property	524	524	524	100%	-	Budget adjustment to reflect PY Project Balance
<b>Total Capital Outlays</b>	<b>524</b>	<b>524</b>	<b>524</b>		<b>-</b>	
<b>Total Expenditures</b>	<b>2,280,405</b>	<b>1,585,366</b>	<b>203,864</b>	<b>8.9%</b>	<b>2,076,541</b>	
<b>Revenue Over / (Under) Expenditures</b>	<b>(1,073,183)</b>	<b>(378,144)</b>	<b>1,003,358</b>	<b>-93.5%</b>	<b>(2,076,541)</b>	
<b>Ending Fund Balance</b>	<b>-</b>	<b>695,039</b>	<b>2,076,541</b>			

SAP Fund Balance Rollforward  
and Project Allocations

	Fund Balance	Budgeted	Amended	Amended	*includes Budget Adjustments			Reclasses	Projected	Comments
	Actual 9/30/2021	Transfer from Gen Fund	Transfer	Transfer from Gen Fund	Budgeted Spend	Projected Spend	Actual YTD Spend		Fund Balance 9/30/2022	
<b>Reliable &amp; Sustainable Infrastructure</b>										
City Hall Renovation	419,816		571,352	571,352	991,168	881,168	126,459		110,000	Completion in Nov-22.
Chartwell and Dietz Intersection		175,000	298,322	473,322	473,322	473,322	4,657		-	
Rolling Acres Trail Project #5		85,000		85,000	85,000	15,000	-		70,000	Project continuing into next FY.
Silver Spur Trail Project #17		95,000		95,000	95,000	20,000	-		75,000	Project continuing into next FY.
Fair Oaks Pkwy Project #25		40,000	(40,000)	-	-	-	-		-	
Fair Oaks Pkwy Project #30		10,000		10,000	10,000	-	-		10,000	Project continuing into next FY.
Tivoli Way Project #34		50,000		50,000	50,000	17,000	-		33,000	Project continuing into next FY.
Turf Paradise Lane Project #37		40,000		40,000	40,000	20,000	-		20,000	Project continuing into next FY.
Rockinghorse Lane Project #61		75,000		75,000	75,000	29,609	-		45,391	Project continuing into next FY.
Bond Development Program		200,000		200,000	200,000	50,000	48,724		150,000	Project continuing into next FY.
<b>Public Health, Safety &amp; Welfare</b>										
PS Command Structure Review	787			-	787	895	895	108	-	
Fire Services Program Review	16,794			-	16,794	1,128	1,128	21,266	36,932	New contract to be awarded in next FY.
EMS Program Review	22,394			-	22,394	1,128	1,128	(21,266)	-	Contract cancelled.
<b>Operational Excellence</b>										
Employee Handbook	3,034			-	3,034	3,034	-		-	
Communications & Mktg Strategy	19,610	50,000		50,000	69,610	38,610	4,909		31,000	Project continuing into next FY.
Records Management	7,850			-	7,850	7,850	1,341		-	
IT Infrastructure Projects	96,422		(40,000)	(40,000)	56,422	24,835	12,835	(31,587)	-	
City Records Digitization	26,000			-	26,000	-	-	100	26,100	Project continuing into next FY.
Agenda and Minutes Software Program	-			-	-	-	-		-	
Ticketing with GIS Compatibility	12,500			-	12,500	1,263	1,263	(11,237)	-	
PIA Request Software	-	30,000		30,000	30,000	-	-		30,000	Project continuing into next FY.
City Fleet Fuel Station	-	15,000		15,000	15,000	-	-		15,000	Project continuing into next FY.
<b>Capital Outlays</b>										
Personal Property	260,301		(259,777)	(259,777)	524	524	524		-	
Unallocated Fund Balance	187,675		(187,675)	(187,675)	-	-	-	42,616	42,616	
<b>Total Fund Balance</b>	<b>1,073,183</b>	<b>865,000</b>	<b>342,222</b>	<b>1,207,222</b>	<b>2,280,405</b>	<b>1,585,366</b>	<b>203,864</b>	<b>-</b>	<b>695,039</b>	

Street Bond Debt Service Fund  
 June 30, 2022  
 75% of Fiscal Year

Item #17.

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Beginning Fund Balance</b>	44,337	44,337	44,337			
<b>Revenues:</b>						
General Property-I & S	542,671	544,671	538,486	99%	4,185	Tax entry posted through May-22
Delinquent Property	3,000	8,100	7,263	242%	(4,263)	
Penalty & Interest	1,500	4,000	3,178	212%	(1,678)	
Interest Income on Investments	1,000	500	161	16%	839	
<b>Total Revenue</b>	<b>548,171</b>	<b>557,271</b>	<b>549,089</b>	<b>100.2%</b>	<b>(918)</b>	
<b>Expenditures:</b>						
Bond Principal	450,000	450,000	450,000	100%	-	Annual bond principal payment made
Bond Interest Payable	99,185	99,185	51,280	52%	47,905	Next bond payment is due Aug 1
Bond Agent Fees	400	400	200	50%	200	Next bond payment is due Aug 1
<b>Total Expenditures</b>	<b>549,585</b>	<b>549,585</b>	<b>501,480</b>	<b>91.2%</b>	<b>48,105</b>	
<b>Revenue Over / (Under) Expenditures</b>	<b>(1,414)</b>	<b>7,686</b>	<b>47,609</b>			
<b>Ending Fund Balance</b>	<b>42,923</b>	<b>52,023</b>	<b>91,946</b>			

**Equipment and Vehicle Replacement  
June 30, 2022  
75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Beginning Fund Balance</b>	<b>872,769</b>	<b>872,769</b>	<b>872,769</b>			
<b>Revenues:</b>						
Transfer from General Fund	275,185	275,185	275,185	100%	-	Annual transfer posted.
Transfer from other General Fund Departments	-	-	-	0%	-	
<b>Total Revenue</b>	<b>275,185</b>	<b>275,185</b>	<b>275,185</b>	<b>100%</b>	<b>-</b>	
<b>Transfers</b>						
Transfer to General Fund for Purchases	281,060	274,357	58,907	21%	222,153	See Note A.
<b>Total Transfers Costs</b>	<b>281,060</b>	<b>274,357</b>	<b>58,907</b>	<b>21%</b>	<b>222,153</b>	
<b>Total Expenditures</b>	<b>281,060</b>	<b>274,357</b>	<b>58,907</b>	<b>21%</b>	<b>222,153</b>	
<b>Revenue Over / (Under) Expenditures</b>	<b>(5,875)</b>	<b>828</b>	<b>216,278</b>			
<b>Beginning Fund Balance</b>	<b>866,894</b>	<b>873,597</b>	<b>1,089,047</b>			

**Note A:**

<u>Budgeted Item</u>	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Surplus/ (Deficit)</u>	<u>Comments</u>
2022 Command Vehicle	65,000	56,660		65,000	
2022 Patrol Vehicle	34,000	34,895		34,000	
Patrol Vehicle Outfitting	22,000	22,000		22,000	
2022 Patrol Vehicle	34,000	34,895		34,000	
Patrol Vehicle Outfitting	22,000	22,000		22,000	
Ford 250 truck replacement	45,000	45,000		45,000	
2021 Ford Explorer Replacement	28,000	27,847	27,847	153	
2021 Ford Explorer, PY encumbrance	27,360	27,360	27,360	-	
<u>Decommission patrol vehicle, PY encumbrance</u>	<u>3,700</u>	<u>3,700</u>	<u>3,700</u>	<u>-</u>	
<b><u>Total Budgeted</u></b>	<b><u>281,060</u></b>	<b><u>274,357</u></b>	<b><u>58,907</u></b>	<b><u>222,153</u></b>	
	-	-	-	-	

**Utility Fund Projection Summary**  
**June 30, 2022**  
**75% of Fiscal Year**

	Enterprise Fund Total Budget	Water Projection	Wastewater Projection	Water CIP Projection	Wastewater CIP Projection	Equipment Repl Projection	Total Enterprise Fund Projected	Projection Vs. Budget
Utility Revenues	6,616,599	4,475,969	2,639,762	-	-	-	7,115,731	499,132
Utility Operating Expenses								
Personnel	1,792,534	866,307	829,332	-	-	-	1,695,639	(96,895)
Supplies, Maintenance & Operations	2,531,775	1,959,566	729,712	-	-	-	2,689,278	157,503
Services	289,991	425,985	69,880	-	-	-	495,865	205,874
Total Utility Operating Expenses	4,614,300	3,251,857	1,628,925	-	-	-	4,880,782	266,482
Operating Income/(Loss)	2,002,299	1,224,112	1,010,837	-	-	-	2,234,949	232,650
Capital Outlay	3,356,525	147,998	100,579	626,203	289,163	-	1,163,943	(2,192,582)
Depreciation	873,801	647,324	226,477	-	-	-	873,801	-
Asset Transfer for GAAP	(2,573,815)	(738,665)	(204,579)	-	-	-	(943,244)	1,630,571
Bond Interest Expense	22,952	19,280	3,672	-	-	-	22,952	-
Transfers Out	1,260,207	658,435	1,568,377	-	-	253,399	2,480,211	1,220,004
Transfers (In)	(1,260,207)	(152,820)	(100,579)	(602,403)	(1,540,670)	(83,739)	(2,480,211)	(1,220,004)
Net Income / (Loss)	322,836	642,560	(583,111)	(23,800)	1,251,507	(169,660)	1,117,496	794,660

	Projected			9/30/2022
	9/30/2021	close-out	Reclasses	
Net investment in Capital Assets	8,081,382	453,301		8,534,683
Unrestricted Net Position				
Contribution in Aid - EST	409,689	(12,000)		397,689
Water Capital	1,033,427	(11,800)		1,021,627
Wastewater Capital	1,087,394	1,251,507		2,338,901
Operating Expense Reserve	3,598,459	(393,852)	(1,794)	3,202,814
Debt Service Reserve	337,952		1,794	339,746
Equipment Replacement Fund	886,405	(169,660)		716,745
Unassigned	-	-		-
Total Unrestricted	7,353,326	664,196	-	8,017,522
Total Net Position	15,434,708	1,117,496	-	16,552,204



**Water Utility Fund Summary**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Notes
Water Revenues	4,325,991	4,475,969	3,333,471	77.1%	(992,520)	
Water Operating Expenses						
Personnel	926,730	866,307	624,722	67.4%	302,008	
Supplies, Maintenance & Operations	1,826,497	1,959,566	1,339,611	73.3%	486,886	Increased projection due to increased GBRA water commitment and increased cost of electricity.
Services	178,048	425,985	391,755	220.0%	(213,707)	Increase due to water rights legal.
Total Water Operating Expenses	2,931,275	3,251,857	2,356,087	80.4%	575,188	
Operating Income	1,394,716	1,224,112	977,383	70.1%	(417,333)	
Capital Outlay	1,717,470	774,201	575,299	33.5%	1,142,171	See Schedule Below
Depreciation	647,324	647,324	323,662	50.0%	323,662	Depreciation posts mid-year and year-end.
Asset Transfer for GAAP	(1,678,815)	(738,665)	-	0.0%	(1,678,815)	GAAP entries post at year-end.
Debt Service Expense	19,280	19,280	10,308	53.5%	8,972	
Transfers Out	56,032	56,032	56,032	100.0%	-	Budgeted transfer to ERF posted.
Transfers (In)	(152,820)	(152,820)	(49,025)	32.1%	(103,795)	ERF transfers to post as capital is replaced.
<b>Net Income/(Loss)</b>	<b>786,245</b>	<b>618,760</b>	<b>61,107</b>	<b>7.8%</b>	<b>(725,138)</b>	

	Amended Budget	Projected	YTD Actual	Budget Balance	Notes
<b>Water CIP</b>					
Elevated Storage Tank	181,623	12,000	-	181,623	Project in process.
Creek Crossings West Waterline	220,433	12,951	12,951	207,482	Project in process.
Plant 2 HydroTank and Variable Drives	901,100	522,500	436,588	464,512	Project in process.
SCADA System Upgrades	43,215	43,215	43,215	-	Project complete.
Willow Wind/Red Bud Hill	65,370	-	-	65,370	
Old Frederickburg Rd	50,000	-	-	50,000	
Rolling Acres Trail	61,754	-	-	61,754	
GIS Compatible Work Order System	6,250	631	631	5,619	Project complete.
Water Rate Study	24,579	24,579	19,930	4,649	Project in process.
Water System EPA Risk Assessment	10,326	10,326	10,326	-	
	1,564,650	626,203	523,642	1,041,008	
<b>Water Operations</b>					
Ford Dump Truck	85,000	85,000	-	85,000	Truck has been ordered, may not be delivered until next FY.
Trimble GIS	7,820	11,340	-	7,820	
Ford F350 Truck	60,000	51,658	51,658	8,342	
	152,820	147,998	51,658	101,162	
<b>Total Capital Outlay</b>	<b>1,717,470</b>	<b>774,201</b>	<b>575,299</b>	<b>1,142,171</b>	

**Water Utility Fund Revenue**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
Water Revenues						
Water Revenue Residential	2,981,775	3,081,775	2,306,796	77.36%	(674,979)	Increased projection based on actuals to date.
Water Debt Service	298,374	282,556	212,063	71.07%	(86,311)	
Water Capital	252,403	255,555	191,798	75.99%	(60,605)	
Water Revenue Commercial	163,841	141,949	110,084	67.19%	(53,757)	
Water Contract Commercial	158,268	172,604	128,266	81.04%	(30,002)	Increased projection based on increase in contract price.
Water Revenue Non Potable	18,430	48,430	19,728	107.04%	1,298	Decreased projection based on actuals.
Water Service Connect Fees	47,960	47,960	32,325	67.40%	(15,635)	
Water Penalties	28,440	35,440	27,527	96.79%	(913)	
Water Impact Fees	350,000	350,000	261,526	74.72%	(88,474)	
Water Interest Income	10,000	15,200	7,735	77.35%	(2,265)	
Water-Bad Debts	(3,000)	(500)	(27)	0.89%	2,973	
Misc./Special Requests	2,500	500	103	4.10%	(2,398)	
Developers Contributions	-	-	-	0.00%	-	
Third Party Reimbursement	1,000	15,000	12,905	1290.48%	11,905	Increased projection based on actuals to date
Permits/Variations	1,000	1,500	1,050	105.00%	50	
Credit Card Service Fee	15,000	28,000	21,591	143.94%	6,591	Increased projection based on actuals to date
Sale of Assets	-	-	-	0.00%	-	
<b>Total Water Revenues</b>	<b>4,325,991</b>	<b>4,475,969</b>	<b>3,333,471</b>	<b>77.06%</b>	<b>(992,520)</b>	

Water Utility Fund Operating Expense  
 June 30, 2022  
 75% of Fiscal Year

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Operating Expenses</b>						
Service Salaries	256,082	258,568	182,204	71.15%	73,878	Projection updated based on actuals.
Service Overtime	3,028	7,261	6,206	204.95%	(3,178)	Major water leaks
Service Taxes - FICA	16,065	15,983	11,320	70.47%	4,745	
Service Taxes - MEDICARE	3,757	3,745	2,648	70.47%	1,109	
Service Workers' Comp	8,144	7,505	7,505	92.15%	639	Annual premium paid.
Service Taxes - SUTA/FUTA	1,181	144	137	11.59%	1,044	
Service Retirement	30,633	31,801	22,658	73.97%	7,975	
Service Insurance	45,803	45,803	37,788	82.50%	8,015	
Water Service OPEB	-	-	-	0.00%	-	
Administration Salaries	425,274	371,564	260,518	61.26%	164,756	Projection updated for vacancies (Env. Eng., Communications)
Administration Overtime	425	150	48	11.27%	377	
Administration Taxes - FICA	26,393	22,337	15,655	59.32%	10,738	
Administration Taxes - MEDICARE	6,173	5,269	3,694	59.84%	2,479	
Administration Workers' Comp	2,637	1,847	1,847	70.04%	790	
Administration Taxes - SUTA/FUTA	1,204	78	70	5.81%	1,134	
Administration Retirement	50,328	44,650	31,523	62.64%	18,805	
Administration Insurance	49,603	49,603	40,901	82.46%	8,702	
Administration OPEB	-	-	-	0.00%	-	
Uniforms	5,505	5,505	3,072	55.79%	2,433	
Power	135,000	185,000	83,272	61.68%	51,728	Increased projection for cost of electricity based on actuals.
Maintenance of Plants/Lines	100,000	100,000	50,810	50.81%	49,190	
Analysis Fees	7,400	9,900	7,002	94.62%	398	Increased projection based on actuals.
Chemicals	5,090	5,090	2,742	53.88%	2,348	
City Management Fee	166,116	172,238	126,819	76.34%	39,297	
Equipment Maintenance	12,910	20,910	19,528	151.26%	(6,618)	Extensive repairs to generator and hydro pump
Equipment Gas & Oil	11,010	12,260	10,590	96.19%	420	
GBRA Water Fees	1,137,427	1,200,267	836,797	73.57%	300,630	Increased projection due to increase in water commitment.
Equipment Lease	690	1,690	1,337	193.79%	(647)	Man Lift Rental
Tools & Minor Equipment	13,000	13,000	4,043	31.10%	8,957	
Training	17,380	9,880	8,994	51.75%	8,386	Decreased projection for TNRRIS, Water conf, TAGIT, SGR
Utilities & Radio	24,335	24,335	21,634	88.90%	2,701	
Signal & Telemetry	-	162	122	0.00%	(122)	Auto dialers are in the process of being cancelled.
Water Building Maintenance	11,500	6,000	2,902	25.23%	8,598	Decreased projection for 1x building repairs
Supplies & Consumables	1,400	1,650	1,562	111.58%	(162)	
Vehicle Maintenance/Repair	6,500	6,500	2,747	42.26%	3,753	
Water Inventory Adjustment	-	-	-	0.00%	-	
Utilities & Telephone	6,277	8,450	6,045	96.31%	232	Increased projection \$300 higher than PY due to cell phone increase
Dues & Publications	1,419	1,419	669	47.13%	750	
Water Professional Services	168,828	418,828	386,349	228.84%	(217,521)	Increased projection for water rights legal fees.
Permit & Licenses	8,033	8,133	8,111	100.96%	(78)	
General Liability Insurance	25,709	25,495	25,495	99.17%	214	Annual premium paid.
Office Supplies	1,769	1,769	628	35.48%	1,141	
Travel & Meetings	4,000	1,000	599	14.97%	3,401	Decreased projection for SAP workshop
Software & Computer	95,306	95,306	83,339	87.44%	11,967	
Recording/Reporting	500	500	418	83.70%	82	
Postage	938	938	389	41.45%	549	
Building/Equip Maintenance	150	-	-	0.00%	150	Historically no spend; expenses are captured in other accounts.
Conservation Ed & Newsletter	250	-	-	0.00%	250	Historically no spend; expenses are captured in other accounts.
Billing Statement Charges	3,360	3,420	2,281	67.90%	1,079	
Billing Postage	8,100	9,600	6,400	79.01%	1,700	
Copier Lease	1,623	1,623	1,180	72.71%	443	
Public Relations	4,000	2,937	2,937	73.43%	1,063	State of the City
Employment Costs	1,750	750	183	10.48%	1,567	
Employee Appreciation	3,470	3,470	2,285	65.86%	1,185	
Water Miscellaneous	-	226	226	0.00%	(226)	Employee supplies during winter storm closure.
Credit Card Service Fee	13,800	27,300	19,859	143.91%	(6,059)	Increased projections based on actuals to date
<b>Total Operating Expenses</b>	<b>2,931,275</b>	<b>3,251,857</b>	<b>2,356,087</b>	<b>80.38%</b>	<b>575,188</b>	

**Water Utility Fund**  
**Capital Outlays, Debt and Non-Operating Detail**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Capital Outlays</b>						
Capital	-	-	-	0.00%	-	
Water Equipment Purchases	152,820	147,998	51,658	33.80%	101,162	Utility truck was under budget.
Master Water/Wastewater Plan	-	-	-	0.00%	-	
Elevated Storage Tank	181,623	12,000	-	0.00%	181,623	Project will continue into next FY.
Creek Crossings West Waterline	220,433	12,951	12,951	5.88%	207,482	Project will continue into next FY.
Plant 2 HydroTank and Variable Drives	901,100	522,500	436,588	48.45%	464,512	Project will continue into next FY.
SCADA System Upgrades	43,215	43,215	43,215	100.00%	-	Project completed.
GIS Compatible Work Order System	6,250	631	631	10.10%	5,619	Complete and under budget.
Willow Wind/Red Bud Hill	65,370	-	-	0.00%	65,370	
Old Frederickburg Rd	50,000	-	-	0.00%	50,000	
Rolling Acres Trail	61,754	-	-	0.00%	61,754	
Water Rate Study	24,579	24,579	19,930	81.09%	4,649	Project in process.
Impact Rate Study	-	-	-	0.00%	-	
Project Development	-	-	-	0.00%	-	
Water System EPA Risk Assessment	10,326	10,326	10,326	100.00%	-	Project completed.
<b>Total Capital Outlays</b>	<b>1,717,470</b>	<b>774,201</b>	<b>575,299</b>	<b>33.50%</b>	<b>1,142,171</b>	
<b>Debt Service</b>						
Bond Water Issuance Fees	-	-	-	0.00%	-	
Bond Interest Cost	19,280	19,280	10,308	53.47%	8,972	Second interest payment to be made in August
Tax Exempt Lease Interest	-	-	-	0.00%	-	
<b>Total Debt Service</b>	<b>19,280</b>	<b>19,280</b>	<b>10,308</b>	<b>53.47%</b>	<b>8,972</b>	
<b>Non-Cash Adjustments</b>						
Transfer to Veh/Equip Replace Fund	56,032	56,032	56,032	100.00%	-	Annual transfer posted
Transfer from ERF	(152,820)	(152,820)	(49,025)	32.08%	(103,795)	Transfers post as replacement capital is purchased.
Water Service Depreciation	647,324	647,324	323,662	50.00%	323,662	Depreciation posts at mid-year and end of year.
Transfer from Utility Fund	(602,403)	(602,403)	(602,403)	100.00%	-	Annual transfer posted
Transfer to Water Capital Fund	602,403	602,403	602,403	100.00%	-	Annual transfer posted
Transfer of Assets to Balance Sheet	(1,678,815)	(738,665)	-	0.00%	(1,678,815)	Transfers post at year-end.
<b>Total Non-Cash Adjustments</b>	<b>(1,128,279)</b>	<b>(188,129)</b>	<b>330,669</b>	<b>-29.31%</b>	<b>(1,458,948)</b>	
<b>Total Non-Operating Expenses</b>	<b>608,471</b>	<b>605,352</b>	<b>916,276</b>	<b>150.59%</b>	<b>(307,806)</b>	

**Wastewater Utility Fund Summary**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	
Wastewater Revenues	2,290,608	2,639,762	1,045,913	45.7%	(1,244,695)	
Wastewater Operating Expenses						
Personnel	865,804	829,332	595,856	68.8%	269,948	
Supplies, Maintenance & Operations	705,278	729,712	509,696	72.3%	195,582	
Services	111,943	69,880	47,077	42.1%	64,866	
Total Wastewater Operating Expenses	1,683,025	1,628,925	1,152,628	68.5%	530,397	
Operating Income	607,583	1,010,837	(106,716)	-17.6%	(714,299)	
Capital Outlay	1,639,055	389,742	222,831	13.6%	1,416,224	See Schedule Below
Depreciation	226,477	226,477	113,239	50.0%	113,239	Depreciation posts mid-year and year-end.
Asset Transfer for GAAP	(950,579)	(204,579)	-	0.0%	(950,579)	GAAP entries post at year-end.
Debt Service Expense	3,672	3,672	1,963	53.5%	1,709	
Transfers Out	27,707	27,707	27,707	100.0%	-	Budgeted transfer to ERF posted.
Transfers (In)	(100,579)	(100,579)	-	0.0%	(100,579)	ERF transfers to post as capital is replaced.
<b>Net Income/(Loss)</b>	<b>(238,171)</b>	<b>668,396</b>	<b>(472,455)</b>	<b>198.4%</b>	<b>(234,285)</b>	
	<b>Amended Budget</b>	<b>Projection</b>	<b>YTD Actual</b>	<b>Budget Balance</b>	<b>Notes</b>	
<b>Wastewater CIP Fund</b>						
Solids Handling	1,220,004	104,000	102,807	1,117,197		
Future WWTP	251,931	150,000	70,840	181,091		
GIS Compatible Work Order System	6,250	631	631	5,619		
Wastewater Rate Study	24,579	24,579	19,930	4,649		
Wastewater System EPA Risk Assessment	35,712	9,953	9,953	25,759		
	1,538,476	289,163	204,161	1,334,315		
<b>Wastewater Operations</b>						
Ford F250	45,000	45,000	-	45,000		
Pumps from prior year encumbrance	55,579	55,579	18,669	36,910		
Total budgeted purchases	1,639,055	389,742	222,831	1,416,224		
	-	-	-	-		

**Wastewater Utility Fund Revenue**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
Wastewater Revenues						
Sewer Revenue Residential	945,512	988,512	719,494	76.10%	(226,018)	Increased projection based on actuals to date.
Sewer Debt Service	56,776	54,776	40,637	71.57%	(16,139)	
Sewer Capital	95,666	96,866	72,793	76.09%	(22,873)	
Sewer Revenue Commercial	4,186	4,418	3,314	79.16%	(872)	
Sewer Service Connect Fee	33,138	27,638	22,400	67.60%	(10,738)	
Sewer Penalties	5,270	9,195	6,764	128.35%	1,494	Increased projection based on actuals to date
Sewer Impact Fee	225,000	225,000	173,486	77.10%	(51,514)	
Sewer Interest Income	5,000	13,500	6,940	138.79%	1,940	
Sewer Bad Debt	(400)	(250)	(18)	4.43%	382	
Sewer Grant Revenue	920,210	1,220,004	-	0.00%	(920,210)	ARPA funds to post at year-end.
SECO EECBG	-	-	-	0.00%	-	
Misc/Special Requests	-	103	103	0.00%	103	
Third Party Reimbursement	250	-	-	0.00%	(250)	
Sale of Assets	-	-	-	0.00%	-	
Total Wastewater Revenues	2,290,608	2,639,762	1,045,913	45.66%	(1,244,695)	

Wastewater Utility Fund Operating Expense  
 June 30, 2022  
 75% of Fiscal Year

Item #17.

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
Operating Expenses						
Service Salaries	235,238	236,646	167,306	71.12%	67,932	Projection updated based on actuals.
Service Overtime	2,792	7,976	6,643	237.92%	(3,851)	Major water leaks
Service Taxes - FICA	14,758	14,979	10,679	72.36%	4,079	
Service Taxes - Medicare	3,451	3,510	2,497	72.37%	954	
Service Workers' Comp	7,602	8,377	8,377	110.19%	(775)	Annual premium higher than budgeted.
Service Taxes - SUTA/FUTA	1,069	135	132	12.38%	937	
Service Retirement	28,142	29,269	20,922	74.34%	7,220	
Service Insurance	34,890	38,890	29,433	84.36%	5,457	
Sewer Service OPEB	-	-	-	0.00%	-	
Administration Salaries	408,016	363,279	256,988	62.98%	151,028	
Administration Overtime	425	150	48	11.27%	377	
Administration Taxes - FICA	25,323	21,805	15,416	60.88%	9,907	
Administration Taxes - Medicare	5,922	5,143	3,637	61.42%	2,285	
Administration Workers' Comp	2,107	1,322	1,322	62.76%	785	Annual premium higher than budgeted.
Administration Taxes - SUTA/FUTA	1,136	75	70	6.15%	1,066	
Administration Retirement	48,288	43,631	31,066	64.33%	17,222	
Sewer Admin Insurance	46,645	54,145	41,318	88.58%	5,327	
Sewer Admin OPEB	-	-	-	0.00%	-	
Uniforms	4,505	4,505	2,883	63.99%	1,622	
Power	36,350	42,150	26,034	71.62%	10,316	
Maintenance Of Plant/ Lines	80,000	65,000	33,011	41.26%	46,989	
Sludge Hauling	300,000	320,000	230,427	76.81%	69,573	
Analysis Fees	26,000	26,000	11,946	45.95%	14,054	
Chemicals	7,240	10,740	9,675	133.63%	(2,435)	
City Management Fee	49,485	49,647	36,142	73.04%	13,343	
Equipment Maintenance	7,660	11,160	10,736	140.16%	(3,076)	Extensive repairs to generator and hydro pump
Equipment Gas & Oil	9,180	10,430	8,811	95.99%	369	
Equipment Lease	4,500	4,500	1,337	29.71%	3,163	
Tools & Minor Equipment	7,500	7,500	818	10.91%	6,682	
Training	15,680	15,680	5,749	36.66%	9,931	
Utilities & Radios	22,521	22,521	20,522	91.12%	1,999	
Signal & Telemetry	-	461	346	0.00%	(346)	Auto dialers will be cancelled.
Building Maintenance	7,330	7,330	2,299	31.36%	5,031	
Supplies & Consumables	1,300	2,300	2,148	165.24%	(848)	Supplies stock for WWTP
Vehicle Maintenance & Repairs	5,000	5,000	1,966	39.33%	3,034	
Inventory Adjustment	-	-	-	0.00%	-	
Utilities/Telephone	5,418	8,918	6,255	115.45%	(837)	Increased projection based on actuals.
Dues & Publications	1,623	1,623	1,044	64.31%	579	
Professional Fees	103,023	63,023	41,705	40.48%	61,318	Decreased projection for internal control audit and Siemens.
Permits & Licenses	1,958	1,958	1,628	83.16%	330	TCEQ Permit paid
Liability Insurance	25,709	25,495	25,495	99.17%	214	Annual premium paid.
Office Supplies	1,322	1,322	806	60.96%	516	
Travel & Meetings	4,000	4,000	502	12.55%	3,498	
Software & Computers	66,726	66,726	58,221	87.25%	8,505	Yearly software fees paid
Recording/Reporting	100	500	418	418.49%	(318)	RFP/RFQ notices higher than budgeted.
Sewer Postage	938	938	389	41.45%	549	
Adm Bldg/Equip. Maintenance	150	-	-	0.00%	150	
Billing Statement Charges	3,360	3,360	2,281	67.90%	1,079	
Billing Postage	8,100	8,100	6,400	79.01%	1,700	
Copier Lease	1,623	1,623	1,180	72.71%	443	
Public Relations	4,000	2,937	2,937	73.43%	1,063	State of the City.
Employment Costs	1,750	750	160	9.12%	1,590	
Employee Appreciation	3,170	3,170	2,274	71.75%	896	
Miscellaneous	-	226	226	0.00%	(226)	Employee supplies during winter storm closure.
<b>Total Operating Expenses</b>	<b>1,683,025</b>	<b>1,628,925</b>	<b>1,152,628</b>	<b>68.49%</b>	<b>530,397</b>	

**Wastewater Utility Fund**  
**Capital, Debt, and Non-Cash Expenditures**  
**June 30, 2022**  
**75% of Fiscal Year**

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Capital Outlays</b>						
Capital	55,579	55,579	18,669	33.59%	36,910	
Wastewater Equipment Purchases	45,000	45,000	-	0.00%	45,000	
Solids Handling	1,220,004	104,000	102,807	8.43%	1,117,197	Project in process.
Future WW Treatment Plant	251,931	150,000	70,840	28.12%	181,091	Project in process.
GIS Compatible Work Order System	6,250	631	631	10.10%	5,619	Project complete.
Impact Rate Study	-	-	-	0.00%	-	
Project Development	-	-	-	0.00%	-	
Wastewater Rate Study	24,579	24,579	19,930	81.09%	4,649	Project in process.
Wastewater System EPA Risk Assessment	35,712	9,953	9,953	27.87%	25,759	Project completed.
<b>Total Capital Outlays</b>	<b>1,639,055</b>	<b>389,742</b>	<b>222,831</b>	<b>13.60%</b>	<b>1,416,224</b>	
<b>Debt Service</b>						
Bond Water Issuance Fees	-	-	-	0.00%	-	
Bond Interest Cost	3,672	3,672	1,963	53.47%	1,709	Second interest payment to be made in August
Tax Exempt Lease Interest	-	-	-	0.00%	-	
<b>Total Debt Service</b>	<b>3,672</b>	<b>3,672</b>	<b>1,963</b>	<b>53.47%</b>	<b>1,709</b>	
<b>Non-Cash Adjustments</b>						
Transfer To Vehicle Repl. Fund	27,707	27,707	27,707	100.00%	-	Annual transfer posted
Transfer from ERF	(100,579)	(100,579)	-	0.00%	(100,579)	Transfers post as replacement capital is purchased.
Sewer Service Depreciation	226,477	226,477	113,239	50.00%	113,239	Depreciation posts at mid-year and end of year.
Transfer from Utility Fund	(320,666)	(1,540,670)	(320,666)	100.00%	-	Annual transfer posted
Transfer to Wastewater Capital Fund	320,666	1,540,670	320,666	100.00%	-	Annual transfer posted
Asset Transfers to Balance Sheet	(950,579)	(204,579)	-	0.00%	(950,579)	Transfers post at year-end.
<b>Total Non-Cash Adjustments</b>	<b>(796,974)</b>	<b>(50,974)</b>	<b>140,946</b>	<b>-17.69%</b>	<b>(937,919)</b>	
<b>Total Capital, Debt, and Non-Cash</b>	<b>845,754</b>	<b>342,440</b>	<b>365,739</b>		<b>480,014</b>	

Utility Equipment and Vehicle Replacement Fund

June 30, 2022

75% of Fiscal Year

	Amended Budget	Projection	Year-to-Date Actual	Percent of Budget	Budget Balance	Comments
<b>Revenues:</b>						
Transfer from Water Division	56,032	56,032	56,032	100%	-	
Transfer from Wastewater Division	27,707	27,707	27,707	100%	-	
<b>Total Revenue</b>	<b>83,739</b>	<b>83,739</b>	<b>83,739</b>	<b>100%</b>	<b>-</b>	
<b>Transfers</b>						
Transfer to Water for Purchases	152,820	152,820	49,025	32%	103,795	
Transfer to Wastewater for Purchases	100,579	100,579	-	0%	100,579	
<b>Total Transfers Costs</b>	<b>253,399</b>	<b>253,399</b>	<b>49,025</b>	<b>19%</b>	<b>204,374</b>	
<b>Total Expenditures</b>	<b>253,399</b>	<b>253,399</b>	<b>49,025</b>	<b>19%</b>	<b>204,374</b>	
<b>Net Income (Loss)</b>	<b>(169,660)</b>	<b>(169,660)</b>	<b>34,714</b>		<b>(204,374)</b>	