



CITY OF FAIR OAKS RANCH CITY COUNCIL REGULAR MEETING

Thursday, August 01, 2024 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>

AGENDA

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 10-Year Service Award to: Richard Gonzalez, Police Sergeant.
Joanna Merrill, IPMA-SCP, Director of HR and Communications
5. Introduction of new hire: Jim Williams, Assistant City Manager.
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.

6. Approval of the July 18, 2024 Regular City Council meeting minutes.
Christina Picioccio, TRMC, City Secretary
7. Approval of a resolution authorizing the consolidation of the City's 457(b) deferred compensation plans from two providers, Mission Square and Nationwide, into a single plan provider, Nationwide, and implementation of the proposed transition plan, investment policy, and committee charter.
Joanna Merrill, IPMA-SCP, Director of HR & Communications
8. Approval of the proposed FY 2024-25 Municipal Development District (MDD) Budget.
Mike Lovelace, CPA, CMA, CISA, MDD Treasurer

CONSIDERATION/DISCUSSION ITEMS

- [9.](#) Consideration and possible action approving a resolution authorizing execution of an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund, expenditure of the required funds, and execution of all applicable documents by the City Manager.

Summer Fleming, Director of Finance

- [10.](#) Consideration and possible action approving the first reading of an ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 1 "General Provisions," Article 1.06 "Emergency Management," Division 2 "Emergency Management Program;" and providing for a severability clause and effective date.

Gregory C. Maxton, Mayor
Tim Moring, Chief of Police

- [11.](#) Consideration and possible action approving the first reading of an ordinance authorizing the execution of a franchise agreement with Frontier Texas Ventures I, LLC for Solid Waste Collection and Disposal Services.

Clayton Hoelscher, Procurement Manager

- [12.](#) Consideration and possible action on the first reading of an ordinance amending Ordinance 2015-12 removing no vehicle stopping, standing, or parking on the 28000 block of Chartwell Lane during school zone hours.

Tim Moring, Chief of Police

- [13.](#) Consideration and possible action on the emergency approval of the first reading of an ordinance amending Chapter 12 Traffic and Vehicles, Section 12.01.003 (1) of the City of Fair Oaks Ranch Code of Ordinances reducing the speed limit to 20 miles per hour on Kalkallo Drive and Noble Lark Drive.

Grant Watanabe, P.E., Director of Public Works & Engineering Services
Tim Moring, Chief of Police

- [14.](#) Consideration and possible action on the first reading of an ordinance amending Chapter 12 Traffic and Vehicles, Section 12.01.002 of the City of Fair Oaks Ranch Code of Ordinances establishing stop signs at the intersection of Noble Lark Drive and Kalkallo Drive and removal of a yield sign from said intersection.

Grant Watanabe, P.E., Director of Public Works and Engineering Services
Tim Moring, Chief of Police

WORKSHOP

- [15.](#) FY 2024-25 Budget Workshop.

Summer Fleming, Director of Finance

[16.](#) FY 2024-25 Compensation Plan Proposal.

Scott M. Huizenga, ICMA-CM, City Manager
Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications

REPORTS FROM STAFF AND COMMITTEES

[17.](#) Quarterly Financial and Investment Report for the Quarter Ended June 30, 2024.

Summer Fleming, Director of Finance

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. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.

22. Discussion related to possible terms and conditions necessary to resolve disputes that have been the subject of ongoing litigation with the development commonly known as Boerne Ranch Estates, LLC, aka Fair Oaks Meadows.

Sec. 551.072 (Deliberation regarding real property)

23. 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

Discussion and possible action on items discussed in Executive Session.

ADJOURNMENT

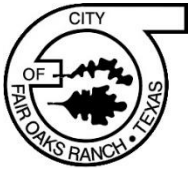
Signature of Agenda Approval: s/Gregory C. Maxton

Gregory C. Maxton, Mayor

I, Christina Picioccio, TRMC, 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, 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, July 29, 2024 and remained so posted continuously for at least 72 hours before said meeting was convened. A quorum of various boards, committees, and commissions may attend the City Council meeting.

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, July 18, 2024 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, Rhoden, Olvera, Koerner, Parker, and Muenchow

Council Absent: None

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

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. Citizens to be heard.

Resident Christine Graham expressed her opposition to closing Noble Lark and requested that City Council consider all Fair Oaks Ranch residents when making this decision on closing a road. She further commented on the Community Center stating that the large single space would not accommodate smaller groups.

The Woods resident Josh Cooke detailed the negative impacts that closing Noble Lark would have on Fair Oaks Ranch residents. He requested that another workshop be organized to allow for additional resident feedback and for the exploration of alternate solutions.

PRESENTATIONS

4. Recognition of the Employee of the Quarter (Q3 - April through June 2024): Amanda Wade, Administrative Support Specialist.

Joanna Merrill, IPMS-SCP, Director of Human Resources and Communications, recognized the Employee of the Quarter (Q3 – April through June 2024): Amanda Wade, Administrative Support Specialist.

CONSENT AGENDA

5. Approval of the June 20, 2024 Regular City Council meeting minutes.

6. Approval of the second reading of an ordinance of the City Council of the City of Fair Oaks Ranch, Texas establishing a Transportation Safety Advisory Committee, amending the City's Code of Ordinances, Chapter 1, Article 1.08 Boards, Commissions, and Committees.

7. Approval of a resolution adopting the Fair Oaks Ranch Transportation Safety Advisory Committee Rules of Procedure.

- 8. **Approval of a resolution authorizing the City Manager to sign an Interlocal Agreement with the City of San Antonio for the designation of the City’s Health Authority.**
- 9. **Approval of a resolution authorizing the execution of an agreement with Patti Engineering for Water Well Electrical Improvements.**

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

VOTE: 7 - 0; Motion Passed.

CONSIDERATION/DISCUSSION ITEMS

- 10. **Consideration and possible action approving a resolution authorizing the execution of a work authorization with Pape-Dawson Engineers, Inc. for engineering services for the Dietz Elkhorn (East) Reconstruction Project.**

MOTION: Made by Council Member Rhoden, seconded by Council Member Parker, that the City Council approve a resolution authorizing the execution of a work authorization with Pape-Dawson Engineers, Inc. for engineering services for the Dietz Elkhorn (East) Reconstruction Project for \$285,220.00 with a 5% contingency in the amount of \$14,261.00 for a total value not to exceed \$299,481.00, expenditure of the required funds, and execution of all applicable documents by the City Manager.

VOTE: 7 - 0; Motion Passed.

- 11. **Consideration and possible action on the first reading of an ordinance closing the intersection of Noble Lark Drive and Dietz Elkhorn Road to vehicular traffic.**

MOTION: Made by Council Member Stroup, seconded by Council Member Muenchow, that the City Council postpone this agenda item.

AMENDING MOTION:

Made by Council Member Stroup, seconded by Council Member Muenchow that the City Council postpone this agenda item indefinitely.

AMENDED MOTION VOTE:

6 - 1; Motion Passed. (Council Member Koerner voted Nay)

MAIN MOTION AS AMENDED VOTE:

7 - 0; Motion Passed

WORKSHOP

- 12. **FY 2024-25 Budget Workshop – City Secretary, Municipal Court, and Utilities.**

Summer Fleming, Director of Finance, provided a brief overview regarding the FY 2024-25 General Fund budget. Christina Picioccio, City Secretary, reviewed the City Secretary Budget. Ricardo Bautista, Municipal Court Administrator provided to City Council details regarding the Municipal Court Budget and answered questions of the City Council and Grant Watanabe provided details regarding the proposed Utility Fund Budget and answered questions of the City Council.

REPORTS FROM STAFF/COMMITTEES

13. Update on Boards and Commissions applications.

Christina Picioccio provided an update on the status of incumbent interest in continuing to serve. To date there are 10 incumbents interested in continuing to serve and 10 open positions (seven for newly created Transportation Safety Advisory Committee (TSAC), two for CIAC, and one for ZBOA).

REQUESTS AND ANNOUNCEMENTS

14. Announcements and reports by Mayor and Council Members.

Mayor Maxton announced that Bulk Trash and Brush Pick-up will begin soon. Pick-up will begin August 5, August 12, and August 19 for Sectors 1, 2, and 3, respectively. Each sector can begin placing their trash and brush out one week prior to pick-up. The Mayor announced that San Antonio Water System (SAWS) has begun working on the outbound lane on Fair Oaks Parkway. Outbound traffic will be diverted to Leslie Pfeiffer for the next 20 days. Mayor Maxton notified citizens that although the City has received recent rains, the City remains in an extreme drought condition – Stage 2. He asked that all citizens continue to conserve water.

15. Announcements by the City Manager.

City Manager Scott Huizenga announced that City Public Service (CPS) has postponed the planned power outage as they work with the City to reduce the power outage impact on citizens.

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

N/A

CONVENE INTO EXECUTIVE SESSION

City Council did not convene into closed 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:

17. Case No. 22-090-451; Vincent A. Caldarola, MD vs. City of Fair Oaks Ranch, Texas.
18. Discussion related to possible terms and conditions necessary to resolve disputes that have been the subject of ongoing litigation with the development commonly known as Boerne Ranch Estates, LLC, aka Fair Oaks Meadows.

Sec. 551.072 (Deliberation regarding real property)

19. 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

N/A

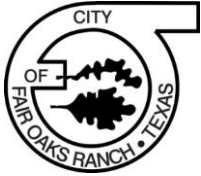
ADJOURNMENT

Mayor Maxton adjourned the meeting at 8:17 PM.

ATTEST:

Gregory C. Maxton, Mayor

Christina Picioccio, TRMC, City Secretary



**CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Approval of a resolution authorizing the consolidation of the City’s 457(b) deferred compensation plans from two providers, Mission Square and Nationwide, into a single plan provider, Nationwide, and implementation of the proposed transition plan, investment policy, and committee charter.

DATE: August 1, 2024

DEPARTMENT: Human Resources and Communications

PRESENTED BY: Consent Item – Joanna Merrill, IPMA-SCP, Director of Human Resources & Communications

INTRODUCTION/BACKGROUND:

The City of Fair Oaks Ranch currently offers two voluntary 457(b) deferred compensation retirement plan options to its employees through Mission Square and Nationwide. To improve efficiency, reduce administrative overhead, and potentially enhance investment options and cost-effectiveness, staff have evaluated the feasibility and benefits of consolidating these plans into a single provider.

HUB International, the City’s current benefit broker, conducted an in-depth analysis of both 457(b) plans. The review included:

- **Investment Performance:** Comparison of investment returns and risk profiles.
- **Fees and Costs:** Analysis of administrative fees, fund management fees, and other associated costs.
- **Service and Support:** Evaluation of customer service, account management, and participant support services.
- **Plan Features:** Assessment of plan features such as loan availability, catch-up contributions, and educational resources for participants.

Based on HUB's comprehensive review, staff recommends that the City consolidates its 457(b) plans into a single plan offered by Nationwide. This consolidation will streamline administration, potentially reduce costs, and provide enhanced investment options and participant services.

Upon approval, implementation of this process will follow the below transition plan:

- As the City has not previously had an investment policy regarding the governance of the 457(b) plans, a robust investment policy has been created and included to govern the management of the 457(b) plan going forward. This policy outlines the criteria for selecting and monitoring investment options and aims to maximize returns while minimizing risk.
- HUB will provide staff with a detailed plan to move existing assets and participants from the non-selected provider, Mission Square, to the selected provider, Nationwide. This will include a clear communication plan to employees to ensure a smooth transition.

- The City will establish an investment committee charter to ensure ongoing oversight and regular analysis of the plan's performance. The committee will meet semi-annually to review investment performance, fees, and participant satisfaction. The committee will consist of the City Manager, the Director of Human Resources, the Director of Finance, and at least one ad hoc member from the Police Department, the Public Works Department and one member from a department under the Administrative Services grouping.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

This review has been designated as a priority in the Strategic Action Plan.

- 5.1.1 Evaluate & Update Compensation and Benefit Plans inclusive of Public Safety
- 5.1.7 Research and Implement Recruitment and Retention Policies

LONGTERM FINANCIAL & BUDGETARY IMPACT:

There is no budget impact to the City. Deferred compensation is elected by employees through voluntary payroll deductions.

LEGAL ANALYSIS:

Approved as to form.

RECOMMENDATION/PROPOSED MOTION:

Consent Item – I move to approve a resolution authorizing the consolidation of the City’s 457(b) deferred compensation plans from two providers, Mission Square and Nationwide, into a single plan provider, Nationwide, and implementation of the proposed transition plan, investment policy, and committee charter.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS AUTHORIZING THE CONSOLIDATION OF THE CITY'S 457(B) DEFERRED COMPENSATION PLANS FROM TWO PROVIDERS, MISSION SQUARE AND NATIONWIDE, INTO A SINGLE PLAN PROVIDER, NATIONWIDE, AND IMPLEMENTATION OF THE PROPOSED TRANSITION PLAN, INVESTMENT POLICY, AND COMMITTEE CHARTER

WHEREAS, the City of Fair Oaks Ranch adopted the Nationwide 457(b) deferred compensation retirement plan on May 3, 1993, to provide retirement savings options for its employees, and,

WHEREAS, the City of Fair Oaks Ranch adopted the Mission Square 457(b) deferred compensation retirement plan on January 15, 2004, to offer additional retirement savings choices for its employees, and,

WHEREAS, HUB International, the City's benefit broker, performed a comprehensive analysis of both the Nationwide and Mission Square 457(b) plans evaluating investment performance, fees and costs, services and support, and plan features, and,

WHEREAS, the analysis conducted by HUB International concluded that consolidating the 457(b) plans into a single plan with Nationwide would enhance administrative efficiency, reduce costs, and provide superior investment options and participant services, and,

WHEREAS, HUB International has recommended the removal of the Mission Square 457(b) plan from the City's adopted plans based on their detailed analysis and findings, and,

WHEREAS, the City has developed an investment policy (**Exhibit A**) and a committee charter (**Exhibit B**) to ensure the ongoing oversight and regular analysis of the consolidated 457(b) deferred compensation plan.

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

Section 1. The City Council authorizes the consolidation of the City's 457(b) deferred compensation retirement plans into a single plan with Nationwide and authorizes the City Manager to develop and implement the transition plan to move existing assets and participants from the Mission Square plan to the Nationwide plan, ensuring clear communication with employees throughout the process.

Section 2. The City Council approves the adoption of the proposed investment policy and the establishment of a committee charter to provide ongoing oversight and regular analysis of the consolidated 457(b) plan.

Section 3. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 4. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the

application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 5. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 6. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 7. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 8. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 1st day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney



EXHIBIT A 457 (b) Plan Investment Policy Statement

Part I. THE PLAN

The City of Fair Oaks Ranch sponsors a 457(b) deferred compensation plan (the “Plan”) for the benefit of its employees and their designated beneficiaries. The City of Fair Oaks Ranch will appoint a Committee to serve as the Plan fiduciary. The Plan is intended to provide participating employees long-term accumulation of savings through contributions to individual participant accounts and the earnings thereon.

The Plan has established a Deferred Compensation Plan (“Plan”) for the benefit of employees in accordance with Section 457(b) of the Internal Revenue Code (“Internal Revenue Code”) of 1986, as amended. In addition, the Plan is intended to comply with the concepts contained in the Employment Retirement Income Security Act of 1974 (“ERISA”) Section 404(c) as a best practice.

The Plan’s participants and beneficiaries are expected to have different investment objectives, time horizons and risk tolerances. To meet these varying investment needs, participants and beneficiaries will be able to direct their account balances among a range of investment options to construct diversified portfolios that reasonably span the risk/return spectrum. Participants and beneficiaries alone bear the risk of investment results from the options and their asset allocation.

Part II. THE PURPOSE OF THE INVESTMENT POLICY STATEMENT

This Investment Policy Statement is intended to assist the Plan’s fiduciaries by establishing guidelines for making investment-related decisions in a prudent manner. It outlines the underlying philosophies and processes for the selection, monitoring and evaluation of the investment options offered by the Plan.

Specifically, this Investment Policy Statement:

- Defines the Plan’s investment objectives.
- Defines the roles of those responsible for the Plan’s investments.
- Describes the criteria and procedures for selecting the investment options.
- Establishes investment procedures, measurement standards and monitoring procedures.
- Describes corrective actions the committee can take should investment options and investment managers fail to satisfy established objectives.
- Describes the types of educational materials to be provided to Plan participants and beneficiaries.



- Describes ways to comply with fiduciary obligations and applicable laws and regulations.

This Investment Policy Statement will be reviewed periodically, and, if appropriate, may be amended to reflect changes in the capital markets, plan objectives, or other factors relevant to the Plan.

Part III. INVESTMENT OBJECTIVES

The Committee will select the Plan's investment options based on criteria deemed relevant, from time to time, by the Committee. These criteria may include, but are not limited to, the following:

- Maximization of return within reasonable and prudent levels of risk.
- Provision of returns comparable to returns for similar investment options.
- Provision of exposure to a wide range of investment opportunities in various asset classes and vehicles.
- Control administrative and management costs.
- Provision of appropriate diversification within investment vehicles.
- Investment manager's adherence to stated investment objectives and style.

Part IV. ROLES AND RESPONSIBILITIES

Subject to the terms of the Plan document, the Committee is responsible for selecting the trustee(s); hiring the recordkeeper; hiring the investment consultant; selecting the investment options(s) and selecting an investment(s) for default(s) when a participant or beneficiary fails to provide investment direction. The Committee is also responsible for:

- Establishing and maintaining the Investment Policy Statement.
- Periodically evaluating the Plan's investment performance and recommending investment option changes.
- Periodically monitoring the service providers and investment consultant.
- Periodically monitoring Plan costs.
- Providing for Plan participant investment education and communication.

In executing its responsibilities, the Committee will make decisions solely in the interest of Plan participants and beneficiaries, for the exclusive purpose of providing Plan benefits and defraying reasonable administrative costs. All investments selected by the Committee are intended to meet concepts of ERISA section 404(c) as a best practice.



Part V. MONITORING OF SERVICE PROVIDERS

Service providers should be monitored on a regular basis or more frequently if applicable. Administrative and/or recordkeeping service providers may be benchmarked against, but not limited to, industry averages and/or other provider quotes. Monitoring for these service providers should include, but not be limited to, the provider's:

- Investment offerings and services
- Recordkeeping technology and services
- Compliance services and support
- Technology
- Participant access and communications
- Total Plan costs

The monitoring of the plan provider(s) is to ensure that total plan costs and services are competitive and reasonable.

Investment consultant service providers (plan and participant level) should be monitored regularly and should include, but not be limited to, the provider's:

- Investment Due Diligence processes
- Fiduciary guidance and services
- RFP/Benchmarking scope and services
- Technology
- Participant level access, communications and advice (if applicable)
- Cost

Part VI. SELECTION OF INVESTMENT OPTIONS

The selection of investment options offered under the Plan is among the Committee's most important responsibilities. Set forth below are the considerations and guidelines employed in fulfilling this fiduciary responsibility.

The Plan intends to provide an appropriate range of investment options that may span the risk/return spectrum. Further, the Plan's investment options are intended to allow Plan participants to construct portfolios consistent with their unique individual circumstances, goals, time horizons and tolerance for risk. Major asset classes to be considered may include, but are not limited to:

Conservative Investments

Cash and liquid investments including, but not limited to, money market, stable value, and guaranteed interest accounts.



Income Investments

Income oriented investments including, but not limited to, low, medium, and high-quality bond funds, with short, intermediate, and/or long-term duration. Management styles may be indexed and actively managed international, global, and domestic styles.

Equity Investments

Funds that invest in equity securities, both domestic and foreign, including, but not limited to, small, medium, and large market capitalization, with value, blend, and growth investment objectives, which may be actively managed or indexed.

Asset Allocation Investments

Funds or accounts that invest in a combination of conservative, income, and equity investments, “fund of funds” accounts combining several of the above investments into one or a series of investments, and “manager of managers” accounts combining several different investment styles and fund managers into one account or a series of accounts.

Other Investments

Other appropriate investments in other styles or asset classes offered through vehicles such as commingled trusts, insurance Company separate accounts through a group annuity contract, and mutual funds. Notwithstanding the foregoing, the Committee may consider, but is not required, to include in the investment menu any specific investment asset class, option, or style.

Default Investments

The Investment Committee will evaluate and choose an investment or set of investments to serve as the default investment(s) for the Plan. The default investment(s) will be the designated investment for dollars contributed to the Plan by participants and/or the employer for which the Plan has not received investment direction.

The default investment will be selected to comply with the concepts of ERISA section 404(c)(5) and the regulations promulgated thereunder as a qualified default investment alternative (“QDIA”) as a best practice.

After determining the desired asset classes, the Committee will evaluate and choose the desired investment option(s) for the Plan’s investment menu. If an investment manager (responsible for the management of the underlying investment vehicle, such as a mutual fund, commingled account or separate account) is chosen as the investment option, the following minimum criteria should be considered:

1. The investment manager should be a bank, insurance company, trust company, investment management, mutual fund Company or an investment professional under the Registered Investment Advisors Act of 1940; and
2. The investment’s manager should operate in good standing with regulators and clients, with no material pending or concluded legal actions against it; and



3. All relevant quantitative and qualitative information on the fund manager and fund should be made available by the manager and/or vendor.

In addition to the minimum criteria above, all investments under consideration should meet the following standards for selection:

1. Investment performance should be competitive with an appropriate style-specific benchmark and the median return for an appropriate, style-specific peer group (where appropriate and available, long-term performance of an investment manager may be inferred through the performance of another investment with similar style attributes managed by such investment manager); and
2. Specific risk and risk-adjusted return measures should be reviewed by the Committee and be within a reasonable range relative to appropriate, style-specific benchmark and peer group; and
3. The investment manager should demonstrate adherence to the stated investment objective, without excess style drift over trailing performance periods; and
4. Fees and fee structures should be competitive compared with similar investments reasonably available to the Plan; and
5. The investment manager should exhibit attractive qualitative characteristics, including, but not limited to, acceptable manager tenure; and
6. The investment manager should be able to provide performance, holdings and other relevant information in a timely fashion with specified frequency.

Furthermore, investment managers (to be used interchangeably with the term “fund” throughout the Investment Policy Statement) will be evaluated and selected utilizing an investment manager “scorecard,” detailed in Part VII (Investment Monitoring and Reporting). Finally, any fiduciary warranty or guarantee offered by the service provider will be considered in the investment selection process but will not supersede the provisions of this Investment Policy Statement.

Part VII. INVESTMENT MONITORING AND REPORTING

The ongoing monitoring of investments is a regular and disciplined process. Monitoring confirms that the criteria remain satisfied and that an investment option continues to be appropriate. The process of monitoring investment performance relative to specified guidelines will be consistently applied. Frequent change of investments is neither expected nor desired.

The Committee will bear in mind any and all political, social, economic or other changes that may potentially require more frequent review and consideration of investments. The following are some, but not all, general factors that may be considered in ongoing monitoring:

- Current regulatory environment,
- Current state of capital markets,



- Performance of investment alternatives,
- Utilization of accounts by Plan demographic,
- The prudent applicability of this Investment Policy Statement as written, in light of prevailing facts and circumstances.

Monitoring will utilize the same investment selection criteria used in the original selection analysis. Unusual, notable, or extraordinary events will be communicated by the investment manager and/or vendor on a timely basis to the Committee. Examples of such events include portfolio manager or team departure, violation of investment guidelines, material litigation against the investment management firm, or material changes in firm ownership structure and announcements thereof.

If overall satisfaction with the investment option is acceptable, no further action is required. If areas of dissatisfaction exist, the investment manager must take steps to remedy the deficiency. If over a reasonable period the manager is unable to resolve the issue, removal of the investment option may result.

For supported asset classes, an investment manager “scorecard” will be maintained and documented (see addendum) to substantiate acceptable levels of manager performance and appropriate style characteristics. Based upon objective criteria, derived from Modern Portfolio Theory concepts, each fund will receive a score reflecting its overall performance.

If a fund fails to meet the criteria standards, as determined by its score, it will be placed on a “watch list.” (In the event a fund receives a score which is below that of “watch list” status, or experiences extraordinary circumstances which may render it inappropriate to maintain, it may be considered for removal at the earliest administratively reasonable date.) If this fund continues to remain on “watch list” for the following three quarters, or four of the following seven quarters, the fund should be considered for possible removal.

If the fund meets criteria standards for four consecutive quarters, it may be removed from the watch list.

Asset Allocation funds and/or accounts (risk-based or age-based) will be scored and monitored using the previously described guidelines. Unlike other funds which are monitored and scored individually, these funds should be evaluated as a group. Due to the unique importance of these professionally managed and diversified vehicles for participants in the plan, funds or accounts failing to achieve criteria standards will be carefully reviewed before removal from the plan (in the absence of a reasonable alternative). In addition, funds with short time history should be evaluated qualitatively.



Target-Date (age-based) funds or accounts will have strategies that allow the funds or accounts to grow more conservative over time until a certain retirement date or life expectancy date. This roll down process is commonly referred to as a “glide path”. The glide path associated with a set of target-date funds should be reviewed to make sure it is appropriate, and continues to be appropriate, for the Plan and Plan’s participants.

Investments where no score is applied due to specialty focus, short time history or other unique circumstances should be reviewed using a qualitative framework.

The foregoing investment monitoring criteria shall not, under any circumstances, be taken as definitive, conclusive, or controlling for removal, termination, or continuation of an investment option. All determinations should be made by the Committee, in its sole discretion, taking into consideration all relevant facts and circumstances.

The City of Fair Oaks Ranch retains full responsibility for the offering and monitoring of any self-directed brokerage account(s) offered as an investment option, which will be reviewed periodically as determined by the City of Fair Oaks Ranch based on criteria determined by the City of Fair Oaks Ranch. Special considerations should be contemplated and discussed before allowing a self-directed brokerage account as an investment option.

Part VIII. MANAGER REMOVAL

An investment manager (i.e., fund) may be removed when the Committee has lost confidence in the manager’s ability to:

- Achieve performance, style, allocation, and/or risk objectives.
- Maintain acceptable qualitative standards (e.g., stable organization, compliance guidelines).

If the investment manager has failed to adhere to and/or remedy one or both of the above conditions, the fund should be considered for removal from the plan.

Any decision by the Committee to remove such a fund will be made on an individual basis, and will be made based on all the known facts and circumstances, including, but not limited to:

- The objective analysis (described above)
- Administrative impact on the plan
- Timing
- Employee communication issues
- The availability of other (potential replacement) managers
- Underwriting and plan provider limitations
- Financial considerations (hard and soft dollar fees)
- Professional or client turnover
- A material change in the investment process



- Other relevant factors

Considerable judgment should be exercised in the manager removal decision-making process. A manager should be removed using one of the following approaches:

- Remove and replace (map assets) with an alternative manager.
- Freeze the assets managed by the removed manager and direct new assets to an alternative manager.
- Phase out the manager over a specific time period.
- Remove the manager and do not provide a replacement manager.

Replacement of a removed manager follows the criteria outlined in Part VI (Selection of Investment Options).

Part IX. PARTICIPANT EDUCATION AND COMMUNICATION

The Plan should communicate to employees that they can direct their own investments and investment changes. Investment communications materials, educational materials, and enrollment support should be available to help Plan participants make educated and informed choices, including:

1. Periodic enrollment and investment education, through one or more of the following: on-site meetings, phone conference, web conference, Internet, phone (voice-response and live representatives), and written materials; and
2. A disclosure that is intended to comply with the concepts of ERISA Section 404(c) as a best practice; and
3. Summary plan description made available to all participants; and
4. General information regarding investment risk, inflation, potential taxation impact, investment earnings, and asset classes; and
5. Other investment tools (e.g., investment risk profile questionnaire) to assist participants and beneficiaries in making educated and informed investment decisions; and
6. All additional information required for disclosure by the Internal Revenue Code of 1986, and all other Federal and state statutes and all regulations promulgated hereunder, and all regulatory guidance provided thereto.

Notwithstanding the foregoing, all investment education provided by the Plan and/or Committee, and all communications connected thereto, is not intended, nor shall it be construed, as investment advice to Plan participants.



Part X. COORDINATION WITH THE PLAN DOCUMENT

Notwithstanding the foregoing, if any term or condition of this Investment Policy Statement conflicts with any section of the Internal Revenue Code or regulations promulgated hereunder, or any term or condition in the Plan document, the terms and conditions of the Internal Revenue Code and the Plan document shall control.

Part XI. ERISA 404(c)

The Plan is exempt from ERISA provisions because it operates as a governmental deferred compensation plan. However, the City of Fair Oaks Ranch and the Committee intend for the Plan to comply with the concepts of ERISA Section 404(c) and the regulations there under as a best practice. Each participant/beneficiary is provided the opportunity to exercise control and to give instructions over his/her account with a frequency that is appropriate for each investment option and, finally, to choose from a broad range of investment options. Plan fiduciaries are thus relieved from liability for investment performance directly resulting from investment decisions made by Plan participants.

The intention to comply with the concepts of ERISA Section 404(c), and the regulations promulgated hereunder, will be communicated to employees in writing.

Part XII. INVESTMENT INFORMATION AND ADMINISTRATIVE SUPPORT

The Committee should require the investment manager and/or service provider (administrator, record-keeper) to offer the following administrative information and support:

1. Daily valuation of all investments; and
2. Daily access to account information via toll-free number and Internet access; and
3. The ability to make investment transfers for both existing and future individual account balances on a daily basis (non-business days and holidays excluded). Certain trading practices may be limited to comply with market timing, excess trading, liquidity driven and/or related policies and procedures of the service provider and/or specific investment options; and
4. Participant account investment reports produced no less frequently than annually, with similar information available via the Internet at least quarterly; and
5. Quarterly investment performance updates available for participant review via the Internet.



Part XIII. REVIEW PROCEDURES

This Investment Policy Statement will be periodically reviewed and amended, if appropriate, at any time and without notice, by action of the Committee.

It is not expected that this Investment Policy Statement will change frequently. In particular, short-term changes in the financial markets should not require amendments to this Investment Policy Statement.

Name of Plan Fiduciary	Signature	Date
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Name of Plan Fiduciary	Signature	Date
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Name of Plan Fiduciary	Signature	Date
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ADDENDUM TO PART VII: INVESTMENT MONITORING AND REPORTING

Scorecard System Methodology

The Scorecard System Methodology incorporates both quantitative and qualitative factors in evaluating fund managers and their investment strategies. The Scorecard System is built around pass/fail criteria, on a scale of 0 to 10 (with 10 being the best) and has the ability to measure active, passive and asset allocation investing strategies. Active and asset allocation strategies are evaluated over a five-year time period, and passive strategies are evaluated over a three-year time period.

Eighty percent of the fund’s score is quantitative (made up of eight unique factors), incorporating modern portfolio theory statistics, quadratic optimization analysis, and peer group rankings (among a few of the quantitative factors). The other 20 percent of the score is qualitative, taking into account things such as manager tenure, the fund’s expense ratio relative to the average fund expense ratio in that asset class category, and the fund’s strength of statistics (statistical significance). Other criteria that may be considered in the qualitative score includes the viability of the firm managing the assets, management or personnel issues at the firm, and/or whether there has been a change in direction of the fund’s stated investment strategy. The following pages detail the specific factors for each type of investing strategies.

Combined, these factors are a way of measuring the relative performance, characteristics, behavior and overall appropriateness of a fund for inclusion into a plan as an investment option. General fund guidelines are shown in the “Scorecard Point System” table below. The Scorecard Point System is meant to be used in conjunction with our sample Investment Policy Statement, in order to help identify what strategies need to be discussed as a “watchlist” or review candidate; what strategies continue to meet some minimum standards and continue to be appropriate; and/or identify new top-ranked strategies for inclusion into a plan.

Scorecard Point System	
Acceptable:	7-10 Points
Watchlist¹:	5-6 Points
Review²:	0-4 Points

1 Funds that receive a watchlist score four consecutive quarters or five of the last eight quarters should be placed under review status.

2 Review status necessitates documenting why the fund/strategy remains appropriate or documenting the course of action for removal as an investment option.



Scorecard System Methodology

Target Date Fund Strategies

Target Date Fund strategies are investment strategies that invest in a broad array of asset classes that may include U.S. equity, international equity, emerging markets, real estate, fixed income, high yield bonds and cash (to name a few asset classes). These strategies are managed to a retirement date or life expectancy date, typically growing more conservative as that date is approached). For this type of investment strategy, the **Scorecard System** is focused on how well these managers can add value from asset allocation. Asset allocation is measured using our **Asset allocation strategies methodology** and manager selection is measured using either our **Active and/or Passive strategies methodologies**, depending on the underlying fund options utilized within the Target Date Fund strategy.

Risk-based strategies follow the same evaluation criteria and are evaluated on both their asset allocation and security selection.

Weightings	Target Date Fund Strategies	Maximum Points
Asset Allocation Score (Average) 50%	The individual funds in this Score average require five years of time history to be included. See Asset Allocation strategies methodology for a detailed breakdown of the Scoring criteria. Funds without the required time history are not included in the Score average.	5
	The Funds included in this average are from the Conservative, Moderate Conservative, Moderate, Moderate Aggressive and Aggressive categories, where Funds (also referred to as “vintages”) are individually Scored according to their standard deviation or risk bucket.	
Selection Score (Average) 50%	Active strategies: The individual active funds in this Score average require five years of time history to be Scored. See Active strategies methodology for a detailed breakdown of the Scoring criteria. Funds without the required time history are not included in the Score average.	5
	Passive strategies: The individual passive funds in this Score average require three years of time history to be Scored. See Passive strategies methodology for a detailed breakdown of the Scoring criteria. Funds without the required time history are not included in the Score average.	
Total		10



Scorecard System Methodology

Asset Allocation Strategies

Asset allocation strategies are investment strategies that invest in a broad array of asset classes that may include U.S. equity, international equity, emerging markets, real estate, fixed income, high yield bonds and cash (to name a few asset classes). These strategies are typically structured in either a risk-based format (the strategies are managed to a level of risk, e.g., conservative or aggressive) or, in an age-based format (these strategies are managed to a retirement date or life expectancy date, typically growing more conservative as that date is approached). For this type of investment strategy, the Scorecard System is focused on how well these managers can add value from both asset allocation and manager selection.

Multisector Bond (MSB) asset class follows the same evaluation criteria with some slightly different tolerance levels where noted. These managers are also evaluated on both their asset allocation and security selection.

Weightings	Asset Allocation Strategies	Maximum Points
Style Factors 30%	Risk Level: The fund's standard deviation is measured against the category it is being analyzed in. The fund passes if it falls within the range for that category.	1
	Style Diversity: Fund passes if it reflects appropriate style diversity (returns-based) among the four major asset classes (Cash, Fixed Income, U.S. & International Equity) for the given category. <i>MSB</i> funds pass if reflect some level of diversity among fixed income asset classes (Cash, U.S. Fixed Income, Non-U.S. Fixed Income and High Yield/Emerging Markets).	1
	R-Squared: Measures the percentage of a fund's returns that are explained by the benchmark. Fund passes with an R-squared greater than 90 percent. <i>MSB</i> funds pass with an R-squared greater than 80 percent. This statistic measures whether the benchmark used in the analysis is appropriate.	1
Risk/Return Factors 30%	Risk/Return: Fund passes if its risk is less than the benchmark or its return is greater than the benchmark. Favorable risk/return characteristics are desired.	1
	Up/Down Capture Analysis: Measures the behavior of a fund in up and down markets. Fund passes with an up capture greater than its down capture. This analysis measures the relative value by the manager in up and down markets.	1
	Information Ratio: Measures a fund's relative risk and return. Fund passes if ratio is greater than 0. This statistic measures the value added above the benchmark, adjusted for risk.	1
Peer Group Rankings 20%	Returns Peer Group Ranking: Fund passes if its median rank is above the 50 th percentile.	1
	Sharpe Ratio Peer Group Ranking: Fund passes if its median rank is above the 50 th percentile. This ranking ranks risk-adjusted excess return.	1
Qualitative Factors 20%	Two points may be awarded based on qualitative characteristics of the fund. Primary considerations are given to manager tenure, fund expenses and strength of statistics, however, other significant factors may be considered. It is important to take into account nonquantitative factors, which may impact future performance.	2
Total		10



Scorecard System Methodology

Active Strategies

Active strategies are investment strategies where the fund manager is trying to add value and outperform the market averages (for that style of investing). Typically, these investment strategies have higher associated fees due to the active involvement in the portfolio management process by the fund manager(s). For this type of investment strategy, the Scorecard System is trying to identify those managers who can add value on a consistent basis within their own style of investing.

Weightings	Active Strategies	Maximum Points
Style Factors 30%	Style Analysis: Returns-based analysis to determine the style characteristics of a fund over a period of time. Fund passes if it reflects the appropriate style characteristics. Style analysis helps ensure proper diversification in the Plan.	1
	Style Drift: Returns-based analysis to determine the behavior of the fund/manager over multiple (rolling) time periods. Fund passes if the fund exhibits a consistent style pattern. Style consistency is desired so that funds can be effectively monitored within their designated asset class.	1
	R-Squared: Measures the percentage of a fund's returns that are explained by the benchmark. Fund passes with an R-squared greater than 80 percent. This statistic measures whether the benchmark used in the analysis is appropriate.	1
Risk/Return Factors 30%	Risk/Return: Fund passes if its risk is less than the benchmark or its return is greater than the benchmark. Favorable risk/return characteristics are desired.	1
	Up/Down Capture Analysis: Measures the behavior of a fund in up and down markets. Fund passes with an up capture greater than its down capture. This analysis measures the relative value by the manager in up and down markets.	1
	Information Ratio: Measures a fund's relative risk and return. Fund passes if ratio is greater than 0. This statistic measures the value added above the benchmark, adjusted for risk.	1
Peer Group Rankings 20%	Returns Peer Group Ranking: Fund passes if its median rank is above the 50 th percentile.	1
	Information Ratio Peer Group Ranking: Fund passes if its median rank is above the 50 th percentile. This ranking ranks risk-adjusted excess return.	1
Qualitative Factors 20%	Two points may be awarded based on qualitative characteristics of the fund. Primary considerations are given to manager tenure, fund expenses and strength of statistics, however, other significant factors may be considered. It is important to take into account nonquantitative factors, which may impact future performance.	2
	Total	10



Scorecard System Methodology

Passive Strategies

Passive strategies are investment strategies where the fund manager is trying to track or replicate some area of the market. These types of strategies may be broad-based in nature (e.g., the fund manager is trying to track/replicate the entire U.S. equity market like the S&P 500) or may be more specific to a particular area of the market (e.g., the fund manager may be trying to track/replicate the technology sector). These investment strategies typically have lower fees than active investment strategies due to their passive nature of investing and are commonly referred to as index funds. For this type of investment strategy, the Scorecard System is focused on how well these managers track and/or replicate a particular area of the market with an emphasis on how they compare against their peers.

Weightings	Passive Strategies	Maximum Points
Style & Tracking Factors 40%	Style Analysis: Returns-based analysis to determine the style characteristics of a fund over a period of time. Fund passes if it reflects the appropriate style characteristics. Style analysis helps ensure proper diversification in the Plan.	1
	Style Drift: Returns-based analysis to determine the behavior of the fund/manager over multiple (rolling) time periods. Fund passes if the fund exhibits a consistent style pattern. Style consistency is desired so that funds can be effectively monitored within their designated asset class.	1
	R-Squared: Measures the percentage of a fund's returns that are explained by the benchmark. Fund passes with an R-squared greater than 95 percent. This statistic measures whether the benchmark used in the analysis is appropriate.	1
	Tracking Error: Measures the percentage of a fund's excess return volatility relative to the benchmark. Fund passes with a tracking error less than 4. This statistic measures how well the fund tracks the benchmark.	1
Peer Group Rankings 40%	Tracking Error Peer Group Ranking: Fund passes if its median rank is above the 75 th percentile.	1
	Expense Ratio Peer Group Ranking: Fund passes if its median rank is above the 75 th percentile.	1
	Returns Peer Group Ranking: Fund passes if its median rank is above the 75 th percentile.	1
	Sharpe Ratio Peer Group Ranking: Fund passes if its median rank is above the 75 th percentile.	1
Qualitative Factors 20%	Two points may be awarded based on qualitative characteristics of the fund. Primary considerations are given to fund expenses and strength of statistics, however, other significant factors may be considered. It is important to take into account nonquantitative factors, which may impact future performance.	2
	Total	10



Manager Research Methodology Beyond the Scorecard

The Scorecard System uses an institutional approach which is comprehensive, independent, and utilizes a process and methodology that strives to create successful outcomes for plan sponsors and participants. The Scorecard helps direct the additional research the Investment team conducts with fund managers throughout the year. Three of the primary factors that go into the fund manager research are people, process and philosophy.

PEOPLE	PROCESS	PHILOSOPHY
<p>Key Factors:</p> <ul style="list-style-type: none"> • Fund manager and team experience • Deep institutional expertise • Organizational structure • Ability to drive the process and performance 	<p>Key Factors:</p> <ul style="list-style-type: none"> • Clearly defined • Consistent application • Sound and established • Clearly communicated • Successfully executed process 	<p>Key Factors:</p> <ul style="list-style-type: none"> • Research and ideas must be coherent and persuasive • Strong rationale • Logical and compelling • Focus on identifying skillful managers



Scorecard System Disclosures

Investment objectives and strategies vary among fund and may not be similar for funds included in the same asset class.

All definitions are typical category representations. The specific share classes or accounts identified above may not be available or chosen by the Plan. Share class and account availability is unique to the client's specific circumstances. There may be multiple share classes or accounts available to the client from which to choose. All recommendations are subject to vendor/provider approval before implementation into the Plan. The performance data quoted may not reflect the deduction of additional fees, if applicable. If reflected, additional fees would reduce the performance quoted.

Performance data is subject to change without prior notice.

Performance of indexes reflects the unmanaged result for the market segment the selected stocks represent. Indexes are unmanaged and not available for direct investment.

The information used in the analysis has been taken from sources deemed to be reliable, including, third-party providers such as *Markov Processes International*, *Morningstar*, firms who manage the investments, and/or the retirement plan providers who offer the funds.

Every reasonable effort has been made to ensure completeness and accuracy; however, the final accuracy of the numbers and information is the responsibility of the investment manager(s) of each fund and/or the retirement plan providers offering these funds. Discrepancies between the figures reported in this analysis, and those reported by the actual investment managers and/or retirement plan providers, may be caused by a variety of factors, including: Inaccurate reporting by the manager/provider; Changes in reporting by the manager/provider from the time this report was prepared to a subsequent retro-active audit and corrected reporting; Differences in fees and share-classes impacting net investment return; and, Scriveners error by your financial professional in preparing this report.

The enclosed Investment Due Diligence report, including the Scorecard System, is intended for plan sponsor and/or institutional use only. The materials are not intended for participant use.

The purpose of this report is to assist fiduciaries in selecting and monitoring investment options. A fund's score is meant to be used by the Plan sponsor and/or fiduciaries as a tool for selecting the most appropriate fund.

Fund scores will change as the performance of the funds change and as certain factors measured in the qualitative category change (e.g., manager tenure). Fund scores are not expected to change dramatically from each measured period, however, there is no guarantee this will be the case. Scores will change depending on the changes in the underlying pre-specified Scorecard factors.

Neither past performance nor statistics calculated using past performance are guarantees of a fund's future performance. Likewise, a fund's score using the Scorecard System does not guarantee the future performance or style consistency of a fund.

This report was prepared with the belief that this information is relevant to the Plan sponsor as the Plan sponsor makes investment selections.

Fund selection is at the discretion of the investment fiduciaries, which are either the Plan sponsor or the Committee appointed to perform that function.

Cash Equivalents (e.g., money market fund) and some specialty funds are not scored by the Scorecard System.

The enclosed Investment Due Diligence report and Scorecard is not an offer to sell mutual funds. An offer to sell may be made only after the client has received and read the appropriate prospectus.

For the most current month-end performance, please contact your financial professional.

The Strategy Review notes section is for informational purposes only. The views expressed here are those of your financial professional and do not constitute an offer to sell an investment. An offer to sell may be made only after the client has received and read the appropriate prospectus.

Carefully consider the investment objectives, risk factors and charges and expenses of the investment company before investing. This and other information can be found in the fund's prospectus, which may be obtained by contacting your Investment Professional/Consultant or Vendor/Provider. Read the prospectus carefully before investing.

For a copy of the most recent prospectus, please contact your Investment Professional/Consultant or Vendor/Provider.

[SECURITIES DISCLOSURE] ACR# 5661932 05/23

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EXHIBIT B

INVESTMENT COMMITTEE CHARTER

FOR CITY OF FAIR OAKS RANCH 457(B) PLAN

Section 1: FORMATION OF THE INVESTMENT COMMITTEE

1.1 Functions of the Committee

The Investment Committee (Committee) shall perform the functions of an investment fiduciary responsible for the prudent management of the Investment Portfolio (Portfolio). The Committee will comply with all applicable fiduciary, prudence, and due diligence requirements experienced investment professionals would utilize; and with all applicable laws, rules, and regulations from the various local, state, federal, and international political entities that may impact the Portfolio. The Committee shall have the exclusive authority to establish, execute and interpret an investment policy statement for the Portfolio. The Committee shall be responsible for the selection and retention of professional advisors to the Portfolio, which may include, but not necessarily be limited to, Investment Managers, an Investment Advisor, custodians, attorneys, accountants, and clerical staff.

1.2 Definition of a Fiduciary

An investment fiduciary manages the assets of another person and stands in a special relationship of trust, confidence, and/or legal responsibility. The Committee, which is functioning as an investment fiduciary, is subject to certain duties and responsibilities, including, but not limited to:

1. Know the standards, laws, and trust provisions that impact the investment process of the Plan
2. Prudently make sufficient asset classes available so that a participant can prudently diversify his or her portfolio
3. Prepare, execute, and maintain an investment policy statement
4. Have investment decisions made by prudent experts
5. Control and account for all investment-related expenses
6. Monitor the activities of all investment-related service vendors
7. Avoid conflicts of interest and prohibited transactions

1.3 Establishment of Committee

The Committee shall consist of such number of individuals as are appointed by the Sponsor. Any member of the Committee may resign, and his or her successor, if any, shall be appointed by the Chairperson.



Each Committee member will acknowledge the acceptance of appointment to the Committee in writing. No Committee member shall have the authority to bind the Committee in any contract or endeavor without the expressed written authority of the majority of the Committee members.

1.4 Establishment of Officers

The Committee shall have a Chairperson and a Secretary. The Chairperson shall be responsible for the conduct of all the meetings of the Committee and shall have voting rights the same as any other Committee member. The Chairperson shall perform such other duties as the Committee may assign and shall be the designated Agent for service of legal process.

The Secretary shall be responsible for keeping minutes of the transactions of the Committee and shall be the official custodian of records of the Committee. The Secretary, together with the Chairperson, shall execute all official contracts of the Committee. The Secretary shall compile Committee agendas. The Chairperson and Secretary are authorized by the Committee to execute any instruments necessary for the Committee to conduct business.

1.5 Disclosure and Conflict of Interest

Notwithstanding any provision of law, no Committee member shall vote or participate in a determination of any matter in which the Committee member shall receive a special private gain. Committee members have a duty of loyalty that precludes them from being influenced by motives other than the accomplishment of the purposes of the Portfolio. Committee members, in the performance of their duties, must conform and act pursuant to the documents and instruments establishing and governing the Portfolio.

Section II: MEETINGS

2.1 Attendance at Committee Meetings

The Committee shall set its own schedule of meetings. Special meetings may be called by the Chairperson or by a majority of the Committee members. The Committee shall meet at least twice per year. Notices of meetings shall not be required. In recognition of the importance of the work of the Committee, regular attendance at the Committee meetings is expected from all members. Any member who fails to attend three consecutive meetings of the Committee without an excuse acceptable to the other Committee members shall be deemed to have resigned from the Committee. A majority of the members of the Committee at the time in office shall constitute a quorum for the transaction of business. The action of the Committee shall be determined by a vote or other affirmative expression by the majority of its members in attendance where a quorum is present.

2.2 Agendas and Other Meeting Materials

An agenda shall be prepared for each regular and special meeting of the Committee. The agenda shall set forth those items upon which the Committee anticipates taking action or www.fairoaksranchtx.org



discussing. Each agenda item shall have attached backup material necessary for discussion or action by the Committee. A copy of the agenda and backup material shall be furnished to each Committee member prior to commencement of the meeting. Full and complete minutes detailing records of deliberations and decisions shall be maintained and held by the Secretary.

The Secretary shall record all acts and determinations of the Committee, and all such records shall be preserved in the custody of the Secretary. Such record and documents shall be open at all times for inspection by Committee members or for the purpose of making copies by any person designated by the Sponsor.

2.3 Rules of Order

In recognition of the importance of accomplishing the objectives of the Committee in a most orderly fashion, the Committee may establish rules of order or bylaws for the conduct of its meetings, but it will not be required.

2.4 Appearance before the Committee

All persons who are scheduled to make appearances before the Committee shall be scheduled through the Secretary, and the Committee may establish the time limits established for such meetings. Appearances before the Committee may be in person or through a representative. All communications with the Committee shall either be in writing to the Secretary, teleconference, or by personal appearance at a Committee meeting.



INVESTMENT COMMITTEE CHARTER
FOR CITY OF FAIR OAKS RANCH 457(B) PLAN

OFFICER APPOINTMENT:

Chairperson Appointed: Director of HR & Communications

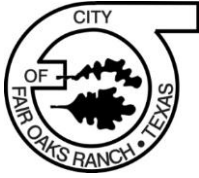
Signature Date: _____

Secretary Appointed: Director of Finance

Signature Date: _____

Adopted and Approved:

DATE: _____



CITY COUNCIL CONSENT ITEM
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Approval of the proposed FY 2024-25 Municipal Development District (MDD) Budget.

DATE: August 1, 2024

DEPARTMENT: Municipal Development District

PRESENTED BY: Consent Item - Mike Lovelace, CPA, CMA, CISA, Fair Oaks Ranch MDD Treasurer

INTRODUCTION/BACKGROUND:

MDD By-Laws Article IV, Section 1, require MDD Board of Directors budget approval by July 15 each fiscal year and City Council budget approval on or before the Council's last September meeting each fiscal year. The MDD board approved the FY 2024-25 budget on July 10, 2024.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Clarity and open record of all MDD expected revenues and proposed expenditures for the upcoming fiscal year.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The proposed budget includes \$604,000 in combined revenues from sales tax and interest earnings, and \$67,475 in expenditures.

The proposed operating expenditures budget remains steady except for a 5% increase in audit fees and an increase for biennial PFIA training required for the District's Investment Officer and Treasurer. Additionally, the proposed budget includes \$25,000 in Grant Awards for grant applications that may be approved throughout the fiscal year. Per the Financial Management Policy budget amendments must be approved by City Council, and budgeting for grant awards would allow for grant applications to be approved through the MDD grant process and funded up to the budgeted amount without requiring a budget amendment.

This budget will add \$536,525 to fund balance assigned for future capital projects.

LEGAL ANALYSIS:

Budget submitted for City Council approval as required by MDD Bylaws Article IV, Section 1.

RECOMMENDATION/PROPOSED MOTION:

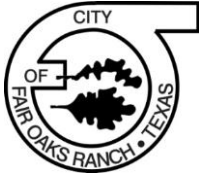
Consent Item - I move to approve the FY 2024-25 MDD Budget as presented.

**FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024-2025**

	<u>FY 21-22 ACTUAL</u>	<u>FY 22-23 ACTUAL</u>	<u>FY 23-24 BUDGETED</u>	<u>FY 23-24 PROJECTED</u>	<u>FY 24-25 PROPOSED BUDGET</u>
Beginning Fund Balance	\$ 1,781,432	\$ 2,175,935	\$ 2,701,087	\$ 2,701,087	\$ 3,294,087
<u>Revenues</u>					
Local Sales Tax	421,183	453,884	450,000	485,000	504,000
Interest	13,855	109,462	83,000	150,000	100,000
Total Revenue	435,038	563,347	533,000	635,000	604,000
<u>Expenditures</u>					
Supplies	-	-	250	250	250
Training/Seminars	-	470	250	250	500
Attorney	3,967	2,417	3,500	3,500	3,500
Auditor	4,100	4,300	4,550	4,500	4,725
Professional Services	32,418	30,958	33,450	33,450	33,450
Insurance	50	50	50	50	50
Grant Awards	-	-	-	-	25,000
Total Expenditures	40,535	38,195	42,050	42,000	67,475
Revenues over/(under) expenditures	394,503	525,152	490,950	593,000	536,525
Ending Fund Balance	\$ 2,175,935	\$ 2,701,087	\$ 3,192,037	\$ 3,294,087	\$ 3,830,612

FUND BALANCE DETAIL

	<u>9/30/2022 FINAL BALANCE</u>	<u>9/30/2023 FINAL BALANCE</u>	<u>9/30/2024 BUDGETED BALANCE</u>	<u>9/30/2024 PROJECTED BALANCE</u>	<u>9/30/2025 PROJECTED BALANCE</u>
COMMITTED	\$ 600,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
ASSIGNED	1,475,935	1,451,087	1,942,037	2,044,087	2,580,612
UNASSIGNED	100,000	50,000	50,000	50,000	50,000
TOTAL FUND BALANCE	\$ 2,175,935	\$ 2,701,087	\$ 3,192,037	\$ 3,294,087	\$ 3,830,612



CITY COUNCIL CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Consideration and possible action approving a resolution authorizing execution of an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool to form a joint self-insurance pool to be named Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund, expenditure of the required funds, and execution of all applicable documents by the City Manager.

DATE: August 1, 2024

DEPARTMENT: Finance

PRESENTED BY: Summer Fleming, Director of Finance

INTRODUCTION/BACKGROUND:

Beginning in 2016, Texas Municipal League Intergovernmental Risk Pool (*"the Pool"*) began offering complimentary cyber liability coverage to Members with either General Liability or Real and Personal Property Coverage. In subsequent years the Pool began charging a minimal amount for the coverage and the City continued purchasing said coverage.

Over the last three years cyber claims have exponentially increased in both frequency and severity. Since future cybercriminal activity is impossible to predict, the Board of Trustees recently approved the Pool's formation of a new Cyber Fund and updated Cyber Liability and Data Breach Response Coverage (*"Cyber Coverage"*) effective October 1, 2024. Members must elect to continue coverage or opt-in by completing and returning the Cyber Interlocal Agreement to participate in the newly-created Cyber Fund.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Supports Strategic Action Plan Priority 1.3 to Develop Risk Inventory and Mitigation Strategies.

Cyberattacks are becoming more common, more sophisticated, and more expensive. The City has many policies in place to mitigate the risk for a cyberattack as well as recurring training for employees, elected officials, and volunteers. While most cyberattacks are preventable, nothing can cover every possible scenario. Cyber liability insurance is another mitigating strategy the City can utilize that covers the damage suffered by a cyber breach. The Pools coverage provides, among other things:

- Breach response, which includes access to computer experts, public relations specialists, attorneys, negotiators, and others with experience responding to cyberattacks.
- Network business interruption, which can help cover the loss of income and extra expenses (for a limited period) caused by an attack.
- Cyber extortion, which can help with ransom payments to recover data.

- Data recovery costs, which can help with costs to restore data that was damaged, corrupted, and/or deleted.
- Fraud protection, which can help (if certain conditions are met) with costs related to fraud.

Cyber liability insurance is critical for municipalities at a time when cyberattacks against the public sector are on the rise and can aid in the recovery of a cyberattack as quickly as possible without compromising essential services.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The City’s FY 2024-25 annual contribution amount for cyber coverage, if elected, is \$1,250. This is up \$1,003 from FY 2023-24 contribution amount of \$247. The cost of this insurance has been included in the FY 2024-25 Proposed Budget.

LEGAL ANALYSIS:

Approved as to form.

RECOMMENDATION/PROPOSED MOTION:

I move to approve a resolution authorizing execution of an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool.

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT WITH TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL TO FORM A JOINT SELF-INSURANCE POOL TO BE NAMED THE TEXAS MUNICIPAL LEAGUE JOINT CYBER LIABILITY AND DATA BREACH RESPONSE SELF-INSURANCE FUND, EXPENDITURE OF THE REQUIRED FUNDS, AND EXECUTION OF ALL APPLICABLE DOCUMENTS BY THE CITY MANAGER.

WHEREAS, beginning in 2016 the Texas Municipal League Intergovernmental Risk Pool (*“the Pool”*) began offering cyber liability coverage to members with either General Liability or Real and Personal Property Coverage, and,

WHEREAS, the City has elected cyber coverage each year it was available, and,

WHEREAS, due to an increase in both frequency and severity of cyber claims, the Pool’s Board of Trustees approved the Pool’s formation of a new Cyber Fund and updated Cyber Liability and Data Breach Response Coverage (*“Cyber Coverage”*) effective on October 1, 2024, and,

WHEREAS, the City must elect to continue coverage by entering into an interlocal agreement with the Pool to participate in the newly-created Cyber Fund, and,

WHEREAS, the City Council of the City of Fair Oaks Ranch finds it in the best interest of the City to enter into an interlocal agreement with the Pool and continue with cyber liability insurance for Fiscal Year 2024-25 at an annual cost of \$1,250.

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

Section 1 The City Council hereby authorizes the City Manager to execute an agreement with Texas Municipal League Intergovernmental Risk Pool to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund, to expend required funds up to \$1,250 and to execute any and all applicable documents to effectuate this resolution.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

Section3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this

resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 1st day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

Texas Municipal League Intergovernmental Risk Pool

1821 Rutherford Lane, First Floor • Austin, Texas 78754

CYBER LIABILITY AND DATA BREACH RESPONSE INTERLOCAL AGREEMENT

This Contract and Interlocal Agreement is entered into by and between political subdivisions of this state (hereinafter referred to as "Pool Members") to form a joint self-insurance pool to be named the Texas Municipal League Joint Cyber Liability and Data Breach Response Self-Insurance Fund (hereinafter referred to as the "Fund") for the purpose of providing coverages against risks which are inherent in operating a political subdivision.

WITNESSETH:

The undersigned Pool Member, in accordance with Chapter 2259, Texas Government Code, the Interlocal Cooperation Act, Tex. Gov't Code § 791.001, et seq., and the interpretation thereof by the Attorney General of the State of Texas (Opinion #MW-347, May 29, 1981), and in consideration of other political subdivisions executing like agreements, does hereby agree to become one of the Pool Members of this self-insured pool. The conditions of membership agreed upon by and between the parties are as follows:

1. Definitions of terms used in this Interlocal Agreement.
 - a. Board. Refers to the Board of Trustees of the Fund.
 - b. Fund Year. 12:01 a.m. October 1 through 12:01 a.m. the following October 1.
 - c. Manual Rates. The basic rates applicable to each cyber liability and data breach response classification promulgated by the Insurance Service Office or the Board.
 - d. Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The Cyber Liability and Data Breach Response Coverage Document that sets forth in exact detail the coverages provided as part of the overall plan.
 - e. Adjustments. Refers to any offsets to manual premium that may result from the Pool Member's election of deductibles, loss experience, or Fund Modifier which reflects the savings to the Pool Member by entering into this Interlocal Agreement.
 - f. Premium and Contribution. Used interchangeably in some parts of this Interlocal Agreement. Any reference at any time in this Interlocal Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed for convenience only and is not construed as being contrary to the self-insurance concept except where the context clearly indicates no other possible interpretation such as but not limited to the reference to "reinsurance."
 - g. Reimbursable Deductible. The amount that was chosen by this Pool Member to be applicable to the first monies paid by the Fund to effect judgment or settlement of any claim or suit. The Pool Member, upon notification of the action taken, shall promptly reimburse the Fund for all or such part of the deductible amount as has been paid by the Fund. Further, however, the Fund's obligation to pay damages shall be subject to the limits of liability stated in the Declarations of Coverage or Endorsements to this Interlocal Agreement less the stated deductible amount.
 - h. Fund Modifier. A percentage figure that is applied to the manual rates by the Fund to reflect the savings to the Pool Member by entering into this Interlocal Agreement.
 - i. Agreement Period. The continuous period since the Pool Member first became a member of this Fund excluding, however, any period or periods of time therein that the member did not participate as a member of the Pool.
 - j. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions, and special provisions elected by each individual Pool Member. The Declarations of Coverages may be modified by Endorsement.
2. The Board, acting through its agents and Fund staff, is responsible for the administration of all Fund business on behalf of the Pool Members.
3. In consideration of the execution of this Interlocal Agreement by and between the Pool Member and the Fund and of the contributions of the Pool Member, the coverage elected by the Pool Member is afforded according to the terms of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan. The affirmative declaration of contributions and limits of liability in the Declarations of Coverage and Endorsements determine the applicability of the Self-Insurance Plan.

Each Pool Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions, and limitations as further provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan or as specifically modified by the Pool Member's Declarations of Coverage. This Interlocal Agreement shall be construed to incorporate the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, Declarations of Coverage, and Endorsements and addenda whether or not physically attached hereto.

4. It is understood that by participating in this risk sharing mechanism to cover cyber liability and data breach response exposures, the Pool Member does not intend to waive any of the immunities that its officers or its employees now possess. The Pool Member recognizes the Texas Tort Claims Act and its limitations to certain governmental functions as well as its monetary limitations and that by executing this Interlocal Agreement does not agree to expand those limitations.
5. The term of this Interlocal Agreement and the self-insurance provided to the Pool Member shall be continuous commencing 12:01 a.m. on the date designated in this Interlocal Agreement until terminated as provided below. Although the self-insurance provided for in this Interlocal Agreement shall be continuous until terminated, the limit of liability of the Fund under the coverages that the Pool Member elects shall be limited during any Fund Year to the amount stated in the Declarations of Coverage for that Fund Year.

This Interlocal Agreement may be terminated by either party giving to the other sixty (60) days' prior written notice of intent to terminate except the Pool Member may terminate this Interlocal Agreement and its coverages thereunder without giving the sixty (60) days' notice if the reason is because of a change by the Fund in the Pool Member's contribution, coverage, or other change in the limits of liability, terms, conditions, exclusions, and limitations provided for in the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan provided that no termination by the Member shall be effective prior to the date that written notice of termination is actually received in the offices of the Fund and provided that the Pool Member agrees to and shall pay the applicable premium and contribution for those coverages it is terminating until the date the notice of termination is actually received by the Fund.

The Fund shall provide the Pool Member with Declarations of Coverage and any Endorsements that determine the applicability of the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan annually by December 1. Such Declarations of Coverage shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, deductibles, contributions, special provisions, and limitations. Changes made during the Fund Year, whether requested by the Pool Member or required by the Fund, will be handled by Endorsement.

It is the intention of the parties that the Pool Member's coverages under this Interlocal Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the limits of liability that the Fund can provide each Fund Year and the terms, conditions, and limitations that the Fund may require to protect its solvency and to comply with reinsurance requirements, until notice of termination is given as herein provided. Realizing that the Pool Member needs the earliest possible information concerning the Fund coverages, limits, and exclusions, and the Pool Member's contribution that will be required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each Fund Year. The parties recognize, however, that conditions in the reinsurance industry are such that the Fund may not be able to provide this information to the Pool Member before the beginning of a Fund Year for various reasons including the failure of the Pool Member to timely submit the appropriate exposure summary or delays on the part of reinsurers in getting information to the Fund, and so, to protect the Pool Member from gaps in its coverage and to protect the solvency of the Fund, the parties agree as follows:

If, for any reason other than the Pool Member's failure to provide the information requested in the exposure summary, the Fund has not been able to provide the Pool Member with information concerning available coverages for a new Fund Year or advise the Pool Member of the amount of its contribution for the new Fund Year by the beginning of the Fund Year, the Fund shall nevertheless continue the Pool Member's coverages at the same limits of liability (if still available and if not, then at the highest limit of liability available for the new Fund Year) so that the Pool Member shall at all times remain covered as herein provided and the Pool Member's initial contributions for the new Fund Year shall be determined by a "tentative contribution" as determined by the Board with the Pool Member's actual annual contribution to be credited by the amount paid in accordance with the tentative contribution and adjusted during the Fund Year. In the event the Pool Member does not wish to have its coverages extended or renewed at the end of any Fund Year, the burden shall be upon the Pool Member to give written notice to the Fund as provided hereinabove and the Pool Member agrees to pay as hereinabove stated all contributions or pro rata contributions until the date such written notice is received in the offices of the Fund or the date of termination of this Interlocal Agreement, whichever is later.

6. Commensurate with the execution of this Interlocal Agreement and annually thereafter, the Pool Member shall complete the appropriate exposure summary and deliver it or cause it to be delivered to the Fund, or, if so instructed, to a designated contractor, no later than September 1 of each year and new annual contributions shall be calculated using manual rates times exposure, less any adjustments. Intentional or reckless misstatements on the exposure summary shall be grounds for cancellation. In the event that the Pool Member fails or refuses to submit the appropriate exposure summary, the Fund reserves the right to terminate such Pool Member by giving thirty (30) days' written notice and to collect any and all contributions that are earned pro rata for the period preceding contract term

The Pool Member agrees to pay the annual contribution to the Fund in four (4) equal quarterly installments, in advance, commencing at the beginning of this Interlocal Agreement with subsequent installments due the first quarter thereafter. In the event this Interlocal Agreement is terminated as herein provided, the Fund shall promptly repay to the Pool Member any such unearned annual contribution prorated as of the date of termination and the Pool Member agrees during the term of this Interlocal Agreement to promptly pay all reimbursable deductibles upon receipt of statement.

At the end of each and every Fund Year, the Fund may require the Pool Member to submit the actual data requested on the exposure summary as reflected by the books and records of the Pool Member. The Fund reserves the right to audit the records of any Pool Member and adjust contributions accordingly.

In the event that the Pool Member fails or refuses to make the payments, including accrued interest, as herein provided, the Fund reserves the right to terminate such Pool Member by giving them ten (10) days' written notice and to collect any and all amounts that are earned pro rata for the period preceding contract termination. If the amounts owed, including reimbursable deductibles, must be collected by suit, the Pool Member agrees to pay attorneys' fees and costs incurred in such suit.

7. The Fund shall maintain adequate protection from catastrophic losses to protect its financial integrity. Aggregate protection shall also be maintained. The Member's contributions shall be limited to that amount as calculated under this Interlocal Agreement. Notwithstanding anything to the contrary, the total combined aggregate limit of liability of the Fund for all Pool Members in any Fund Year, regardless of the number of occurrences or claims, shall be limited to the amount of money contained in the Fund. As to the Pool annual aggregate limits or the amount of money in the Fund, the Board of Trustees, in its sole discretion, may determine an allocation methodology among affected Pool Members should the Pool annual aggregate limit be reached, or should the money in the Fund be exhausted.
8. Notwithstanding the provisions of the foregoing paragraph, it is agreed the Board shall have the right to adjust the financial protection outlined above and/or amend coverages as it finds available or deems necessary to maintain the fiscal soundness of the Fund at the beginning of or during any Fund Year.
9. The Fund will make available loss control services to the Pool Members to assist them in following a plan of loss control that may result in reduced losses. The Pool Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations. In the event that the recommendations submitted seem unreasonable, the Pool Member has a right to appeal to the Board. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decisions will be final and binding on all parties. Any Pool Member who does not agree to follow the decision of the Board shall be withdrawn from the Fund immediately.
10. The Pool Member agrees that it will appoint a contact of department head rank, and the Fund shall not be required to contact any other individual except this one person. Any notice to or any agreements with the contact shall be binding upon the Pool Member. The Pool Member reserves the right to change the contact from time to time by giving written notice to the Fund.
11. The Fund agrees to handle all cyber liability and data breach response claims, and provide a defense for any and all cyber liability and data breach response claims covered under this Interlocal Agreement after prompt notice has been given. The Pool Member hereby appoints the Fund staff and Contractors as its agents to act in all matters pertaining to processing and handling of claims covered under this Interlocal Agreement and shall cooperate fully in supplying any information needed or helpful in settlement or defense of such claims. As respects cyber liability and data breach response claims, the Fund staff and Contractors shall carry on all negotiations with the claimant and his/her attorney, when applicable, and negotiate within authority previously granted by the Fund. If a personal appearance by the Pool Member or an employee is necessary, the expense of this appearance will not be the responsibility of the Fund. With the advice and consent of the Fund, the Fund staff and the Contractors will retain and supervise legal counsel for the prosecution and defense of any litigation. All decisions on individual cases shall be made by the Fund through the Fund staff and the Contractors, which include, but are not limited to, the decision to appeal or not to appeal, settlement negotiations, the decision of whether to settle, and other litigation tactics. However, any Pool Member shall have the right in any case to consult with the Fund on any decision made by the Fund staff or Contractors. The Board shall hear the objections of the Pool Member at its next regularly scheduled meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Fund shall be brought or defended only in the name of the Pool Member and/or its officers or employees. There shall be supplied periodically to each Pool Member a computer printout involving a statement of claims. As respects the Texas Municipal League Cyber Liability and Data Breach Response Self-Insurance Plan, the Fund shall have priority in enforcing its subrogation claims against the claims of Pool Member.
12. The Pool Member acknowledges that it has received a copy of the Bylaws of the Fund and agrees to abide by the Bylaws and any amendments thereto.
13. The Fund agrees that all Fund transactions will be annually audited by a nationally recognized certified public accounting firm.
14. If legally required, the Fund shall cause to be filed the necessary tax forms with the Internal Revenue Service.

- 15. As the administrators of the Fund, the Board shall primarily and consistently keep foremost in their deliberations and decisions in operating the Fund that each of the participating Pool Members is a "self-insured." At least annually, the Board shall carefully review, study, and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Pool Members, the pro rata savings to the Fund resulting from overall loss experience attributed to each Pool Member, and the pro rata portion of the cost of all catastrophic loss protection and aggregate stop loss protection allocated to each Pool Member as well as the pro rata allocation, as determined by the Board of the other and necessary administrative expenses of the Pool, in order to reasonably determine the actual pro rata cost, expense, and loss experience of each Pool Member in order to maintain as nearly as possible an equitable and reasonable self-insurance administration of the Fund as applied to each Pool Member.

The Fund shall maintain case reserves and supplemental reserves computed in accordance with standard actuarial principles, taking into account historical and other data, designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due, subject to paragraph 7 above. The Board has complete authority to determine all matters pertaining to the existence and dissolution of the Fund.

- 16. Venue of any suit or action arising out of or related to this Interlocal Agreement shall be exclusively in the state and federal courts of Travis County, Texas. The parties agree they shall assume their own expenses for attorney's fees in any suit or action arising out of or related to this Interlocal Agreement.
- 17. The parties agree this Interlocal Agreement may be executed by original written ink signature on paper documents, an exchange of copies showing the original written ink signature on paper documents, or electronic or digital signature technology in such a manner that the signature is unique and verifiable to the person signing. The use of any one or combination of these methods of execution shall constitute a legally binding and valid signing of this Interlocal Agreement, which may be executed in one or more counterparts, each of which, when duly executed, shall be deemed an original.

EMPLOYER MEMBERS' FUND CONTACT (See Section 10):

Member Name _____

Name of Contact _____ Title _____

Mailing Address _____ Email Address _____

Street Address (if different from above) _____

City _____ Zip _____ Phone _____

SIGNATURE OF AUTHORIZED MEMBER OFFICIAL

Title _____ Date _____

Member's Federal Tax I.D. Number _____ - _____ - _____

This Information is MANDATORY

TO BE COMPLETED BY FUND: (OFFICE USE ONLY)

Effective Date of This Agreement _____

Member Name _____

Contract Number _____

SIGNATURE OF AUTHORIZED FUND OFFICIAL

Title _____ Date _____



**CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action approving the first reading of an ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 1 "General Provisions," Article 1.06 "Emergency Management," Division 2 "Emergency Management Program;" and providing for a severability clause and effective date.

DATE: August 1, 2024

DEPARTMENT: Public Safety

PRESENTED BY: Gregory C. Maxton, Mayor
Tim Moring, Chief of Police

INTRODUCTION/BACKGROUND:

The State of Texas mandates that all municipalities adopt and maintain an Emergency Management Ordinance to ensure the safety and well-being of their residents during disasters and emergencies. This requirement is outlined in the Texas Disaster Act of 1975, which calls for the establishment of a local emergency management program to coordinate efforts in response to various types of emergencies.

In accordance with this state mandate, the City of Fair Oaks Ranch adopted an emergency management ordinance in October 1990. The City of Fair Oaks Ranch amended the Emergency Management Ordinance in 2005 to formally adopt the National Incident Management System (NIMS).

Due to the city's extensive growth, evolving risks, and the need for a more comprehensive approach to emergency management, it has become necessary to amend the existing ordinance. The proposed amendment will incorporate the minor changes in terminology for section 1.06.033 that emphasize operations over management. Additionally, the proposed amendment will incorporate changes to section 1.06.034 that authorize the Mayor to join with county judges for Bexar, Comal, and Kendall counties, as well as the mayors of other municipalities for coordination and cooperation in joint emergency management and response.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

The amendment to the Emergency Management ordinance and future adoption of the Emergency Operations Plan coincides with the City's Strategic Action Plan pillar for Public Health and Safety, section 4.5 to Establish a Formal Emergency Response Plan.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

Approved as to form by City Attorney Office.

RECOMMENDATION/PROPOSED MOTION:

I move to approve the first reading of the ordinance amending the City of Fair Oaks Ranch Code of Ordinances Chapter 1 "General Provisions," Article 1.06 "Emergency Management," Division 2 "Emergency Management Program;" and providing for a severability clause and effective date.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES CHAPTER 1 “GENERAL PROVISIONS,” ARTICLE 1.06 “EMERGENCY MANAGEMENT,” DIVISION 2 “EMERGENCY MANAGEMENT PROGRAM;” AND PROVIDING FOR A SEVERABILITY CLAUSE AND EFFECTIVE DATE

WHEREAS, the City Council of the City of Fair Oaks Ranch finds that the identification of potential hazards and the prevention or mitigation of their effects must be an ongoing concern to protect the lives and property of the populace, and,

WHEREAS, the City of Fair Oaks Ranch (“City”) takes a proactive role in mitigating, preparing, responding, and recovering from potential natural and man-made events, and,

WHEREAS, the City recognizes the importance of a unified and consistent system to prepare for, respond to and recover from disasters and emergencies, and,

WHEREAS, this Emergency Management Ordinance sets the foundations for disaster response for the City of Fair Oaks Ranch, and,

WHEREAS, an Emergency Operations Plan (EOP) provides the framework for emergency response and emergency management during disasters.

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

Section 1. Chapter 1 “General Provisions,” Article 1.06 “Emergency Management,” Division 2 “Emergency Management Program” of the City’s Code of Ordinances is hereby amended as set forth in the attached **Exhibit A**.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 10. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 1st day of August 2024.

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on reading this 15th day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

EXHIBIT A

The City of Fair Oaks Ranch Code of Ordinances Chapter 1-General Provisions, Article 1.06-Emergency Management, Division 2-Emergency Management Program is hereby amended as set follows:

[Deletions are shown as strikethrough and additions shown as underscore]

ARTICLE 1.06 EMERGENCY MANAGEMENT¹

Division 2. Emergency Management Program

Sec. 1.06.031 Emergency Management Organization

- (a) There exists the office of Emergency Management Director of the City, which shall be held by the Mayor in accordance with state law.
- (b) An emergency management coordinator may be appointed by and serve at the pleasure of the Director.
- (c) The Director shall be responsible for a program of comprehensive emergency management within the City and for carrying out the duties and responsibilities set forth in this division. He/she may delegate authority for execution of these duties to the coordinator, but ultimate responsibility for such execution shall remain with the Director.
- (d) The operational emergency management organization of the City shall consist of the officers and employees of the City so designated by the Director in the emergency management plan, as well as organized volunteer groups. The functions and duties of this organization shall be distributed among such officers and employees in accordance with the terms of the emergency management plan.

Sec. 1.06.032 Duties of Emergency Management Director

The duties and responsibilities of the Emergency Management Director shall include the following:

- (1) Conduct an ongoing survey of actual or potential hazards which threaten life and property within the City and an ongoing program of identifying and requiring or recommending the implementation of measures which would tend to prevent the occurrence or reduce the impact of such hazards if a disaster did occur.
- (2) Supervision of the development and approval of an emergency management plan for the City and shall recommend for adoption by the City Council all mutual aid arrangements deemed necessary for the implementation of such plan.
- (3) Authority to declare a local state of disaster. The declaration may not be continued or renewed for a period in excess of seven (7) days except by or with the consent of the City Council. Any order or proclamation declaring, continuing, or terminating a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

¹State law reference(s)—Local and interjurisdictional emergency management, V.T.C.A., Government Code, ch. 418.

EXHIBIT A

- (4) Issuance of necessary proclamations, regulations or directives which are necessary for carrying out the purposes of this division. Such proclamation, regulation, or directive shall be disseminated promptly by means calculated to bring its contents to the attention of the general public and, unless circumstances attendant on the disaster prevent or impede, promptly filed with the City Secretary.
- (5) Direction and control of the operations of the City emergency management organization as well as the training of emergency management personnel.
- (6) Determination of all questions of authority and responsibility that may arise within the emergency management organization of the City.
- (7) Maintenance of liaison with other municipal, county, district, state, regional or federal emergency management organizations.
- (8) Marshaling of all necessary personnel, equipment or supplies from any department of the City to aid in the carrying out of the provisions of the emergency management plan.
- (9) Supervision of the drafting and execution of mutual aid agreements, in cooperation with the representatives of the state and of other local political subdivisions of the state, and the drafting and execution, if deemed desirable, of an agreement with the county in which the City is located, and with other municipalities within the county, for the countywide coordination of emergency management efforts.
- (10) Supervision of, and final authorization for, the procurement of all necessary supplies and equipment, including acceptance of private contributions which may be offered for the purpose of improving emergency management within the City.
- (11) Authorizing of agreements, after approval by the City Attorney, for use of private property for public shelter and other purposes.
- (12) Survey of the availability of existing personnel, equipment, supplies and services which could be used during a disaster, as provided for herein.
- (13) Other requirements as specified in the Texas Disaster Act of 1975 (V.T.C.A. Government Code ch. 418 (Vernon 1988)).

Sec. 1.06.033 Emergency Operations Management Plan

A comprehensive emergency ~~operations management~~ plan shall be developed and maintained in a current state. The plan shall set forth the form of the organization, establish and designate divisions and functions, assign responsibilities, tasks, duties, and powers, and designate officers and employees to carry out the provisions of this division. As provided by state law, the plan shall follow the standards and criteria established by the state division of emergency management. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the state division of emergency management. When approved, it shall be the duty of all departments and agencies to perform the functions assigned by the plan and to maintain their portion of the plan in a current state of readiness at all times. The emergency operations management plan shall be considered supplementary to this division and have the effect of law during the time of a disaster.

EXHIBIT A

Sec. 1.06.034 Interjurisdictional Program

The Mayor is hereby authorized to join with the County Judge of Bexar County, Kendall County or Comal County and the Mayors of other cities in the formation of an emergency management council if deemed feasible and shall have the authority to cooperate in the preparation of a joint emergency management plan and in the appointment of a joint emergency management coordinator, as well as all powers necessary to participate in a countywide program of emergency management insofar as said program may affect the City.

Sec. 1.06.035 Override of Existing Regulations by Emergency Regulations

At all times when the orders, rules, and regulations made and promulgated pursuant to this division shall be in effect, they shall supersede and override all existing ordinances, orders, rules, and regulations insofar as the latter may be inconsistent therewith.

Sec. 1.06.036 Liability

This division is an exercise by the City of its governmental functions for the protection of the public peace, health, and safety, and neither the City, the agents and representatives of the City, nor any individual, receiver, firm, partnership, corporation, association, or trustee, nor any of the agents thereof, in good faith carrying out, complying with or attempting to comply with any order, rule, or regulation promulgated pursuant to the provisions of this division shall be liable for any damage sustained to persons as the result of said activity. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants to the City a license or privilege or otherwise permits the City to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice enemy attack or natural or man-made disaster shall, together with his successors in interest, if any, not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission or for loss of, or damage to, the property of such person.

Sec. 1.06.037 Commitment of Funds

No person shall have the right to expend any public funds of the City in carrying out any emergency management activity authorized by this division without prior approval by the City Council, nor shall any person have any right to bind the City by contract, agreement or otherwise without prior and specific approval of the City Council unless during a declared disaster. During a declared disaster, the Mayor may expend and/or commit public funds of the City when deemed prudent and necessary for the protection of health, life, or property.

Sec. 1.06.038 Offenses; Penalties

- (a) It shall be unlawful for any person willfully to obstruct, hinder, or delay any member of the emergency management organization in the enforcement of any rule or regulation issued pursuant to this division, or to do any act forbidden by any rule or regulation issued pursuant to the authority contained in this division.

EXHIBIT A

- (b) It shall likewise be unlawful for any person to wear, carry or display any emblem, insignia or other means of identification as a member of the emergency management organization of the City, unless authority to do so has been granted to such person by the proper officials.
- (c) Any unauthorized person who shall operate a siren or other device so as to simulate a warning signal, or the termination of a warning, shall be deemed guilty of a violation of this division and shall be subject to the penalties imposed by this division.
- (d) Convictions for violations of the provisions of this division shall be punishable by fine not less than twenty-five dollars (\$25.00) nor to exceed two thousand dollars (\$2,000.00). Each day the violation continues to occur shall be considered a separate offense.

Sec. 1.06.039 Limitations

This division shall not be construed so as to conflict with any state or federal statute or with any military or naval order, rule, or regulation.



**CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action approving the first reading of an ordinance authorizing the execution of a franchise agreement with Frontier Texas Ventures I, LLC. for Solid Waste Collection and Disposal Services.

DATE: August 1, 2024

DEPARTMENT: Finance

PRESENTED BY: Clayton Hoelscher, Procurement Manager

INTRODUCTION/BACKGROUND:

At the City Council meeting on April 4, 2024, staff presented Republic Services’ renewal proposal for the existing franchise agreement for the collection, hauling, and disposal of residential garbage and refuse waste. As a result, City Council requested staff bring forth a draft Request for Proposals (RFP) for solid waste collection services. An RFP draft was presented at the April 18, 2024 meeting for input.

On April 23, the RFP was advertised. Proposals were due on May 21, and five proposals were received from the following companies.

- Republic Services of San Antonio
- Tiger Sanitation LLC
- Texas Pride Disposal
- Frontier Texas Ventures I, LLC.
- Waste Connections Lone Star Inc.

An evaluation team reviewed the proposals and elected to interview multiple firms. As part of the review process, the City evaluated key components such as the following.

- Price, to include any future potential rate increases
- Availability and location of staff and equipment
- Amount and age of available primary and backup fleet
- Relevant experience
- Resources available for customer service
- Ability to provide a seamless transition to a new provider (if applicable)

Frontier Texas Ventures I, LLC was selected as the top ranked company. Negotiations took place, resulting in a Franchise Agreement for approval. The agreement requires an ordinance, which also requires a second reading. The following service enhancements are included in this Agreement.

- Bulk Collection will be provided during the last full week of each month. Customers will be allowed up to 12 monthly collections each contractual year.

- Brush Collection will be provided twice each contractual year. Instead of two bi-annual citywide events, collection will be available during the last full week of each month and customers can schedule this at their discretion.
- Household Hazardous Waste will be collected monthly. Customers will be allowed up to 12 monthly collections each contractual year, which will be collected at their homes.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Seeking proposals allows the City to compare multiple options to determine which is the most advantageous for the residents of Fair Oaks Ranch.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Customers' monthly service rates will be based on the terms of the franchise agreement. The monthly rate will be \$28.47 per month, plus applicable taxes and fees.

LEGAL ANALYSIS:

The ordinance and agreement have been reviewed and approved by the City Attorney.

RECOMMENDATION/PROPOSED MOTION:

I move to approve the first reading of an ordinance authorizing the execution of a Franchise Agreement with Frontier Texas Ventures I, LLC, and execution of all applicable documents by the City Manager.

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, APPROVING A FRANCHISE AGREEMENT WITH FRONTIER TEXAS VENTURES I, LLC FOR THE COLLECTION, HAULING AND DISPOSAL OF MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIALS IN THE CITY OF FAIR OAKS RANCH, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT, PROVIDING A SEVERABILITY AND REPEALER CLAUSE, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City has an existing Franchise Agreement for the collection, hauling, and disposal of Municipal Solid Waste and Recyclable Materials that expires after September 30, 2024; 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; and,

WHEREAS, a Request for Proposals was issued and proposals were received and reviewed; and,

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 Frontier Texas Ventures I, LLC. 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 authorizes the execution of an agreement with Frontier Texas Ventures I, LLC (**Exhibit A**).

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

- Section 1.** The “Exclusive Franchise Agreement for the Collection, Hauling and Disposal of Municipal Solid Waste and Recyclable Materials in the City of Fair Oaks Ranch, Texas (hereinafter the “Agreement”), attached hereto, upon execution, as Exhibit “A” and incorporated herein for all purposes, is hereby approved. The City Manager is hereby authorized, on behalf of the City, to execute the Agreement and any other ancillary instruments and documents as may be reasonably necessary to effectuate the intent of this Ordinance.
- Section 2.** That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.
- Section 3.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.
- Section 4.** That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this

ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 10. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 1st day of August 2024.

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on reading this 15th day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

**EXCLUSIVE FRANCHISE AGREEMENT
FOR THE COLLECTION, HAULING, RECYCLING AND DISPOSAL OF
MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIALS
IN THE CITY OF FAIR OAKS RANCH, TEXAS**

OCTOBER 1, 2024

**EXCLUSIVE FRANCHISE AGREEMENT
FOR THE COLLECTION, HAULING, RECYCLING AND DISPOSAL OF
MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIALS
IN THE CITY OF FAIR OAKS RANCH, TEXAS**

STATE OF TEXAS

COUNTIES OF BEXAR, COMAL AND KENDALL

THIS EXCLUSIVE FRANCHISE AGREEMENT (this "Agreement") is made and entered into as of October 1, 2024, by and between Frontier Texas Ventures I, LLC, a Delaware limited liability company doing business in Texas as "Frontier Waste Solutions" (the "Service Provider"), 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 Service Provider the exclusive franchise, license and privilege to collect, haul and recycle or dispose of Municipal Solid Waste and Recyclable Materials (as such terms are defined herein) Brush and Bulky items, Household Hazardous items, Recyclables, and Wastewater Sludge and Screening (as such terms are defined herein) within the City's corporate limits.

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

SECTION 1. DEFINED TERMS.

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

Brush Items – Brush includes personally-trimmed and severed parts of all domestically cultivated trees and shrubbery that do not exceed twenty (20) cubic yards in total volume per residential collection.

Bulky Items - Bulky Items consist of household items such as appliances with Freon removed, household fixtures, furniture, yard equipment with gas removed, mattresses, and other similar Items. Items have no size limitations but are limited to a weight limit of 300 pounds per household pick up. Does not include Construction and Demolition Waste.

Brush and Bulky Items Curbside Pick-Up – The scheduled 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.

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 on No Le Haze Road and any future facilities.

City Manager – The Fair Oaks Ranch City Manager or authorized designee.

Collection - Unless defined a Holiday under this Agreement, Service Provider shall provide one curbside Municipal Solid Waste collection and one curbside Recyclable Material collection per week, for each Residential Unit located within the City. The Recyclable Material curbside collection will occur on the same day as normal curbside Municipal Solid Waste. Such collection services must be provided between the hours of 7:00 A.M. and 7:00 P.M.

Construction and Demolition Waste - Solid Waste resulting from construction or demolition activities or that is directly or indirectly the by-product of such activities, including, but not limited to, cartons, concrete, excelsior, gypsum board, metal, paper, plastic, rubber and wood products. Construction and Demolition Waste does not include Hazardous Waste, Household Hazardous Waste, Municipal Solid Waste, Recyclable Materials or Brush and Bulky Items.

Container – Any receptacle, including, but not limited to, Roll-Offs and Rollouts, provided to the City by the Service Provider and utilized by a Residential Unit for collecting Municipal Solid Waste or Recyclable Materials. Containers are designed to hold between ninety-five (95) gallons and forty (40) cubic yards of Solid Waste. Commercial metal receptacles, used at City Facilities, are designed to be lifted and emptied mechanically.

Contract Year – Any one-year period of time from October 1 to September 30 during the term of this Agreement.

Dead Animal Collection – The collection and disposal of dead animals stored in the City’s storage cooler.

Hazardous Waste - 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.

Handicapped Residential Unit - Any residential dwelling that is inhabited by persons, all of whom are physically handicapped to the extent that they are unable to place Municipal Solid Waste or Recyclable Materials at the curbside, and that generates and accumulates Municipal Solid Waste and Recyclable Materials.

Holidays - The following days:

- (1) New Year's Day (January 1st)
- (2) Memorial Day
- (3) Independence Day (July 4th)

- (4) Labor Day
- (5) Thanksgiving Day
- (6) Christmas Day (December 25th).

Household Hazardous Waste - Any solid waste generated in a household by a consumer which, except for the exclusion provided in 40 Code of Federal Regulations (CFR) §261.4(b)(1), would be classified as a hazardous waste under 40 CFR Part 261

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, or the appropriate governing agency for landfills located outside the State of Texas. Includes 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.

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

Municipal Solid Waste - Solid Waste resulting from or incidental to residential, municipal and community, commercial, institutional, or recreational activities, or manufacturing, mining, or agricultural operations. Municipal Solid Waste does not include Construction and Demolition Waste, Hazardous Waste or Household Hazardous Waste.

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.

Recyclable Materials -

- (a) Newspapers, magazines, and catalogs, and other paper items such as mail, paper bags or other paper;
- (b) Glass bottles and jars (excluding mirrors, windows, ceramics and other glass products);
- (c) Metal cans composed of tin, steel or aluminum (excluding scrap metal); and
- (d) Plastic containers including all varieties of the types designated as #1, #2, #3, #4, #5 and #7.

Recycling Container – A Container of approximately 95 gallons of capacity and provided by the Service Provider to any Residential Unit and City Facilities for the collection of Recyclable Materials.

Residential Unit - Any residential dwelling that is designed for, and inhabited by, a single person or family unit that generates and accumulates Municipal Solid Waste and Recyclable Materials.

Roll-Off - A metal Container with twenty (20) cubic yards to forty (40) cubic yards of capacity.

RollOut - A wheeled rigid plastic Container with ninety-five (95) gallons of capacity.

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.

Service Provider – The person, corporation, partnership, or legal entity performing the services provided for under this Agreement.

Solid Waste - As defined by the Texas Health and Safety Code, Chapter 363 Municipal Solid Waste Section 363.004 (19) whether such waste is mixed with or constitutes Recyclable Materials.

Special Waste - Special Waste is any 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 and animal carcasses. Special Waste must conform in all respects with a Service Provider-approved Special Waste Profile. Special Waste does not include any Hazardous Waste.

Special Waste Profile – Service Provider's form of documentation, as provided as an Attachment to the Agreement, that the City must complete, and Service Provider must approve, with respect to any Special Waste prior to Service Provider's acceptance of such Special Waste.

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 by Provider does not necessarily constitute 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.

White Good - Any item consisting of household items such as appliances with Freon removed, hot water heaters, sinks, household fixtures, furniture, yard equipment with gas removed, and mattresses. Does not include Construction and Demolition Waste.

SECTION 2. EXCLUSIVE FRANCHISE GRANT.

The City hereby grants to the Service Provider, in accordance with the City's ordinances and regulations governing the collection, hauling, recycling and disposal of Municipal Solid Waste and Recyclable Materials, the exclusive franchise, license and privilege to collect, haul and recycle

or dispose of Municipal Solid Waste and Recyclable Materials over, upon, along and across the City's present and future streets, alleys, bridges and public properties, within the City's corporate limits. In order to maintain the exclusive franchise in favor of the Service Provider contained herein, the City shall take appropriate legal action pursuant to the City's Code of Ordinances, Chapter 13, Section 13.02.001.

SECTION 3. OPERATIONS.

A. Scope of Operations. It is expressly understood and agreed that the Service Provider will collect, haul and recycle or dispose of all Municipal Solid Waste and Recyclable Materials (as provided herein) (i) generated and accumulated by Residential Units, and (ii) placed within Containers by those Residential Units receiving the services of the Service Provider (or otherwise generated and accumulated in the manner herein provided by those Residential Units), all within the City's corporate limits, including any territories annexed by the City during the term of this Agreement, subject to applicable law (the "Services").

B. Nature of Operations. The City hereby grants to the Service Provider, in accordance with the City's ordinances and regulations governing the collection, hauling and recycling or disposal of Municipal Solid Waste and Recyclable Materials, the title to all Municipal Solid Waste and Recyclable Materials collected, hauled and recycled or disposed of by the Service Provider over, upon, along and across the City's present and future streets, alleys, bridges and public properties. All title to and liability for materials excluded from this Agreement shall remain with the generator of such materials.

C. Disposal. All Municipal Solid Waste shall be disposed of at a Landfill.

D. Right of Refusal. Service Provider may, in its sole discretion, reject any Unacceptable Waste. If Unacceptable Waste is discovered before it is collected by Service Provider, Service Provider may refuse to collect the entire Container.

E. Legal Compliance. Service Provider 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. Service Provider shall acquire title to the materials when such materials are loaded into its vehicle; provided, however, that when Service Provider is providing disposal services only and not collection services, Service Provider shall acquire title when the materials are delivered to its premises. Title to and liability for any Unacceptable Waste shall at no time pass to the Service Provider.

SECTION 4. RESIDENTIAL UNIT COLLECTIONS.

A. Residential Units. The Service Provider will collect Municipal Solid Waste once per week and Recyclable Materials once per week from Residential Units; provided, that (i) such Municipal Solid Waste and Recyclable Materials are placed in Containers provided by the Service Provider, and (ii) such Containers are placed within five (5) feet of the curbside or right of way adjacent to the Single-Family Residential Unit no later than 7:00 a.m. on the scheduled collection day. The Recyclable Materials curbside collection shall occur on the same day as the curbside Municipal

Solid Waste collection. Collection services must be provided between the hours of 7:00 A.M. and 7:00 P.M.

B. Excess or Misplaced Municipal Solid Waste. The Service Provider shall only be responsible for collecting, hauling and recycling or disposing of Municipal Solid Waste and Recyclable Materials placed inside the Containers provided by the Service Provider. Municipal Solid Waste and Recyclable Materials in excess of the Containers' limits, or placed outside or adjacent to the Containers, will not be collected by the Service Provider. However, such excess or misplaced Municipal Solid Waste and Recyclable Materials may be collected on occasion and within reason due to Holidays or other extraordinary circumstances as determined by the Service Provider in its sole discretion. If the excess or misplaced Municipal Solid Waste and/or Recyclable Materials continues, the Service Provider shall require the Residential Unit to utilize an additional Container so that the excess or misplaced Municipal Solid Waste and/or Recyclable Materials will be regularly contained. The Service Provider shall be compensated for these additional Services as provided for in Section 9 hereto.

C. Handicapped Residential Units. Notwithstanding anything to the contrary contained herein, the Service Provider agrees to assist Handicapped Residential Units with house-side collection of their Containers; provided, that the Service Provider receives prior written notice from the Handicapped Residential Unit of such special need. The Service Provider shall not be responsible for any other modifications and accommodations required by the Americans with Disabilities Act or any other applicable law or regulation in connection with the services provided hereunder to Residential Units.

D. Household Hazardous Waste Collection. The Service Provider will collect Household Hazardous Waste from Residential Units once per month, as designated by the Service Provider; provided, that the Household Hazardous Waste (i) is placed on the porch/doorstep no later than 7:00 a.m. on the scheduled collection day, (ii) is reasonably contained in a box or bag provided by the Service Provider, and (iii) the Residential Unit notifies the Service Provider of the need for such collection at least 7 days prior to the scheduled collection day for such Household Hazardous Waste. The Service Provider shall only be responsible for collecting, hauling and disposing of Household Hazardous Waste from those Residential Units that have complied with this Section 4.D.

The Service Provider will accept the following items for collection as Household Hazardous Waste:

- Aerosol products
- Ammunition, home use fireworks
- Antifreeze
- Auto fluids
- Ballasts (non-PCB & PCB)
- Batteries – auto, sump, power tool & household sizes
- Blacktop sealer - oil based
- Cleaning products
- Cooking Oil
- Fire Extinguishers

- Fluorescent bulbs (tubes and CFLs)
- Gasoline & oil/gas mixtures
- HID (headlight bulbs)
- Hobby & photo chemicals
- Lawn chemicals
- Mercury containing Devices (thermostats, etc.)
- Motor oil
- Oxygen tanks
- Paint (Oil-based paints, stains, varnishes; and Latex Paint)
- Pesticides, poisons, herbicides, insecticides
- Pharmaceuticals/medications
- Pool chemicals
- Propane tanks
- Resins, Glues, Adhesives
- Smoke Detectors
- Solvents

The Service Provider will not accept the following items for collection as Household Hazardous Waste:

- Acetylene cylinders
- Biological or medical waste
- Business generated waste
- Foam cylinders (Part A/Part B)
- Explosives
- MAPP gases
- Radioactive Material
- Syringes/needles
- Farm machinery oil

Each Household Hazardous Waste collection per month shall be limited as follows:

- Fluorescent light bulbs: Minimum 1, Maximum 8.
- Used motor oils or antifreeze: Minimum 1 gallon, Maximum 2 gallons.
- Paints and supplies; Pool & Household Chemicals: Minimum 1 gallon, Maximum 5 gallons.
- Household Cleaners; Pesticides & Fertilizers: Minimum 1 item, Maximum 8 items.
- Household Batteries: Minimum 1, Maximum 20.

Acceptable Items are subject to change.

SECTION 5. RECYCLING EDUCATION PROGRAM.

The Service Provider shall implement, as part of the contract proposal price, maintain and manage a public education program to promote participation in the City's recycling program, including providing educational material to Residential Units regarding acceptable Recyclable Materials.

The educational material, at a minimum, shall be sent once each Contract Year to all Residential Units.

SECTION 6. SPECIAL COLLECTIONS AND SERVICES.

A. The Service Provider will provide, at no cost to the City, the following Containers to collect Municipal Solid Waste at certain municipal locations within the City as set forth below:

- City Hall Complex – collected in fifteen (15) 95-gallon Rollouts and a four-yard commercial dumpster at a frequency of once (1) per week on the same day of the week as the collection of Residential Units.
- Fire Stations – collected in four (4) 95-gallon Rollouts at a frequency of once (1) per week on the same day of the week as the collection of Residential Units.

Wastewater Treatment Plant – collected in (10) 96-gallon Rollouts and one (1) 20-yard Roll-Off and one (1) 30-yard Roll-Off at a frequency of twice weekly on the same day of the week as the collection of Residential Units.

B. Dead animals shall be collected at and disposed from the City-owned storage cooler on each date the Service Provider provides Municipal Solid Waste Collection services under this Agreement.

C. Christmas trees shall be collected annually by no later than January 15 of each year.

D. Storm damage and debris produced by strong winds, rain, hail, lightning, flooding, tornadoes, or other turbulent weather that is identified at the City Manager's discretion, acting reasonably, that requires clean-up and disposal on City-owned property shall be performed within 48 hours written request from the City Manager.

E. 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.

F. Special Waste Profile If services include Special Waste, the City shall utilize the Service Provider's Special Waste Profile, signed by the City employee 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 Service Provider or (2) immediately upon any change in the composition, generating process or

characteristics of the waste. The City agrees, upon written request of Service Provider, to provide a Special Waste Profile or, in Service Provider's discretion, a representative sample and full analytical characterization of any Special Waste to Service Provider 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 the Service Provider (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.

SECTION 7. BULKY ITEMS; BRUSH.

A. Pre-Arranged Bulky Collections. The Service Provider will collect Bulky Items from Residential Units once per month, as designated by the Service Provider; provided, that (i) the Residential Units requiring such collections notify the Service Provider no later than the end of the Business Day prior to the scheduled collection day, and (ii) the Bulky Items (A) are placed at the curbside no later than 7:00 a.m. on the scheduled collection day, and (B) do not exceed 300 pounds per household pick up White Goods containing refrigerants will not be collected by the Service Provider unless such White Goods have been certified in writing by a professional technician to have had all such refrigerants removed. Bulky Items will be collected during the last full week of the month. The City, at its sole discretion, may elect to alter the Citywide collection in lieu of individually scheduled collections.

B. Pre-Arranged Brush Collections. The Service Provider will collect loose brush from Residential Units twice per Contract Year, as designated by the Service Provider; provided, that (i) the Residential Units requiring such collections notify the Service Provider no later than the end of the Business Day prior to the scheduled collection day and (ii) the loose brush (A) is placed at the curbside no later than 7:00 a.m. on the scheduled collection day and (B) do not exceed twenty (20) cubic yards in total volume per collection per Residential Unit. Brush will be collected during the last full week of the month. The City, at its sole discretion, may elect to alter the Citywide collection in lieu of individually scheduled collections.

C. The Service Provider shall only be responsible for collecting, hauling, and recycling or disposing of Bulky Items and Brush from those Residential Units that have complied with this Section 7.

D. Negotiated Collections. It is understood and agreed that the service provided under this Section 7 does not include the collection of Bulky Items comprised of Construction and Demolition Waste, or any materials resulting from remodeling, general property clean-up or clearing of property for the preparation of construction. However, the Service Provider may

negotiate an agreement on an individual basis with the owner or occupant of a Residential Unit regarding the collection of such items by utilizing the Service Provider's Roll-Off Services.

SECTION 8. TITLE TO EQUIPMENT.

Notwithstanding anything to the contrary contained herein, it is expressly understood and agreed that all equipment, including, but not limited to, Containers, provided by the Service Provider in connection with the Services, shall at all times remain the property of the Service Provider.

SECTION 9. RATES AND FEES.

Subject to adjustment, as provided in Section 10 hereof, the rates and fees to be charged and received by the Service Provider are as follows:

A. Single-Family Residential Unit Services. For the Services provided to Single-Family Residential Units pursuant to this Agreement located within the City's corporate limits, the Service Provider shall initially charge \$28.47 per month for each Single-Family Residential Unit utilizing one (1) Roll-Out for the collection of Municipal Solid Waste and one (1) Roll-Out for the collection of Recyclable Materials, plus the following additional amounts per month for each additional Roll-Out utilized by such Single-Family Residential Unit and an additional \$15.00 per month for each additional Roll-Out utilized by a Single-Family Residential Unit. Any Single-Family Residential Unit that needs the replacement of any Roll-Out that is lost, stolen, damaged or destroyed by the Single-Family Residential Unit will be charged \$60.00 for the cost of such Roll-Out, plus a \$25.00 delivery fee. Total monthly residential rate includes collection and disposal costs for the services under this Agreement.

B. Storm Debris. In the event the Service Provider provides special or storm related debris collection and disposal services for the City, the Service Provider shall receive \$185.00 per truck hour for all time spent providing such services and \$50.00 for each cubic yard of material collected in connection with such services. The City is not obligated to use Service Provider and may use any provider of their choice for this service. This does not include debris collection and disposal located on City-owned properties (see Section 6.D).

C. Fees. For additional fees, see Sections 10.D and 15.A. and B.

SECTION 10. RATE ADJUSTMENT.

A. CPI-U Adjustment. Beginning on October 1, 2025, and on each subsequent anniversary date of this Agreement, the Service Provider shall have the right, in its sole discretion and upon giving prior notice to the City, to increase the rates set forth in Section 9 hereof (the "Initial Rates") in accordance with the CPI-U. As used herein, "CPI-U" shall mean the revised Consumer Price Index rate for garbage and trash collection in U.S. city average, all urban consumers, not seasonally adjusted, based on the latest available figures from the Department of Labor's Bureau of Labor Statistics (the "Bureau"). The CPI-U used will be the CPI-U published by the Bureau during the month ninety (90) days preceding the adjustment under this Section 10.A. The amount of the increase under this Section 10.A. shall be equal to the percentage that the CPI-U has increased

over the previous twelve (12) month period; provided, that such increase shall not be more than four percent (4%) in any given year.

B. Operating Cost Adjustment. In addition to the rate adjustments provided for in Section 10.A., at any time during the term of this Agreement, the Service Provider may petition the City for additional rate and price adjustments at reasonable times on the basis of material or unusual changes in its cost of operations not otherwise the basis of any other rate adjustments herein. At the time of any such petition, the Service Provider shall provide the City with documents and records in reasonable form and sufficient detail to reasonably establish the necessity of any requested rate adjustment. The City shall place the requested adjustment before the City Council, as appropriate by law, at its next regularly scheduled meeting for their consideration. The City shall not unreasonably withhold, condition, or delay its consent to any requested rate increase. In the event the City fails or refuses to consent to any such requested rate increase and the Service Provider can demonstrate that such rate increase is necessary to offset the Service Provider's increased costs in connection with performing the services under this Agreement not otherwise offset by any previous rate adjustments hereunder, the Service Provider may, in its sole discretion, terminate this Agreement upon a two hundred and seventy (270) day written notice to the City.

C. Landfill Cost Adjustment. The parties acknowledge that the Municipal Solid Waste covered by this Agreement will be disposed of by the Service Provider at a Landfill(s) chosen by the Service Provider in its sole discretion (the "Initial Landfill(s)"). In the event that the Service Provider is unable to use the Initial Landfill(s) due to reasons out of its control, the Service Provider shall have the right, in its sole discretion, to dispose of the Municipal Solid Waste covered by this Agreement at another Landfill of its choosing.

D. Governmental Fees. The parties acknowledge that the rates herein include all applicable fees, taxes or similar assessments incurred under federal, state and local laws, rules and ordinances (excluding sales taxes and taxes imposed on income) (the "Fees"). The parties acknowledge and understand that the Fees may vary from time to time, and, in the event any of such Fees are increased or additional Fees are imposed subsequent to the effective date of this Agreement, the parties agree that the rates herein shall be immediately increased by the amount of any such increase in Fees or additional Fees.

SECTION 11. EXCLUSIONS.

Notwithstanding anything to the contrary contained herein, this Agreement shall not cover the collection, hauling, recycling or disposal of any Hazardous Waste, animal or human, dead animals, auto parts, used tires, concrete, dirt, gravel, rock or sand from any Container provided by the Service Provider located at any Residential Unit; provided, however, that the Service Provider and the owner or occupant of a Residential Unit may negotiate an agreement on an individual basis regarding the collection, hauling or disposal of Construction and Demolition Waste, auto parts, used tires, concrete, dirt, gravel, rock or sand by utilizing the Service Provider's Roll-Off Services.

SECTION 12. TERM OF AGREEMENT.

The initial term of this Agreement shall be for a period of five (5) years, commencing on October 1, 2024 and concluding on September 30, 2029 (the “Initial Term”). At the expiration of the Initial Term of this Agreement, the City, shall have the option to renew this Agreement for up to two (2) additional two (2) year terms. Both parties, in writing, shall agree to each extension, 180 days prior to the end of each term. There is no guarantee to the Service Provider that the City will exercise this option to continue this Agreement beyond the initial five-year period.

SECTION 13. ASSIGNMENT.

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

SECTION 14. ENFORCEMENT.

During the term of this Agreement and any extension thereof, the City agrees to place before the City Council for their consideration, any revisions to existing City Codes governing solid waste requested by Service Provider, provided that such request is consistent with state law. 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. If the Service Provider experiences recurring problems of damage or destruction to or theft of the Containers provided by the Service Provider pursuant to this Agreement, the Service Provider may, prior to replacing or repairing such Containers, require security deposits from the Residential Units utilizing such Containers. To the maximum extent allowed by applicable law, the City also hereby grants to the Service Provider the right of ingress and egress from and upon the property of Residential Units for the purposes of rendering the Services contemplated hereby.

SECTION 15. PROCESSING, BILLING AND FEES.

A. Residential Monthly Statement. On a quarterly basis, in advance, the Service Provider agrees to bill and collect the rates and fees charged under Section 9 hereto plus an additional five percent (5%) franchise fee (the “Franchise Fee”) from all Residential Units within the City’s corporate limits. Within thirty (30) days following the end of each quarter during the Term, the Service Provider will remit to the City all Franchise Fees collected by the Service Provider during such quarter, along with a report indicating the number and rate of Residential Units who paid the Franchise Fee during such quarter (the “Quarterly Statements”). The City may inspect the books of the Service Provider upon reasonable notice to ensure the accuracy of the Quarterly Statements.

B. Taxes. In addition to the amounts billed and collected by the Service Provider under Section 15.A., the Service Provider shall be responsible for collecting, remitting and paying any and all sales, use and service taxes assessed or payable in connection with the Services.

C. Unpaid Rates/Fees. The Service Provider may, in its discretion, suspend services to any Residential Unit that is not current in its payment of the rates and fees under this Agreement.

D. Recyclable Sales. Within thirty (30) days following the end of each quarter, the Service Provider shall remit to the City an amount equal to fifty percent (50%) of the net proceeds received by the Service Provider during such quarter from the sale of all Recyclable Materials collected from the Residential Units.

SECTION 16. SPILLAGE.

It is understood and agreed that the Service Provider shall not be required to clean up, collect or dispose of any loose or spilled Municipal Solid Waste or Recyclable Materials not caused by the Service Provider's rendering of the Services, or be required to collect and dispose of any excess Municipal Solid Waste or Recyclable Materials placed outside of the Containers by any Residential Unit. The Service Provider may report the location of such conditions to the City so that the City can issue proper notice to the owner or occupant of the Residential Unit instructing the owner or occupant to properly contain such Municipal Solid Waste Recyclable Materials. Should excess Municipal Solid Waste or Recyclable Materials continue to be placed outside of the Containers, the Service Provider shall require the Residential Unit to increase the frequency of collection of such Municipal Solid Waste Recyclable Materials or require the Residential Unit to utilize a Container with sufficient capacity so that the excess Municipal Solid Waste Recyclable Materials will be regularly contained. The Service Provider shall be compensated for these additional Services as provided for in Section 9 hereof and shall be entitled to receive an extra collection charge for each additional Container requiring an extra collection.

SECTION 17. NON-COLLECTION NOTICE AND FOLLOW-UP.

A. Notice from the Service Provider. It is specifically understood and agreed that where the owner or occupant of a Residential Unit fails to timely place a Container as directed in Section 4 hereof, or is otherwise in violation of the City's ordinances and regulations, the Service Provider's reasonable rules adopted hereunder or the provisions of this Agreement relating to the nature, volume or weight of Municipal Solid Waste or Recyclable Materials to be removed, the Service Provider may refrain from collecting all or a portion of such Municipal Solid Waste or Recyclable Materials and will notify the City within eight (8) hours thereafter of the reason for such non-collection. The Service Provider will also provide written notice to the Residential Unit of the reason for such non-collection, unless such non-collection is the result of the Residential Unit's failure to timely place the Containers or Brush or Bulky Items out for collection. Such written notice shall be attached to the Container or the uncollected Municipal Solid Waste, shall indicate the nature of the violation and shall indicate the correction required in order that such Municipal Solid Waste or Recyclable Materials may be collected. An email will also be sent to customers who have provided a valid email address to the Service Provider.

B. Notice from a Residential Unit. When the Service Provider is notified by an owner or occupant of a Residential Unit that Municipal Solid Waste or Recyclable Materials has not been removed from such Residential Unit and where no notice of non-collection or a change in collection schedule has been received by the City from the Service Provider, or the Service

Provider has failed to collect Municipal Solid Waste or Recyclable Materials from the Residential Unit without cause, as supported by notice as described herein, then the Service Provider will use all reasonable efforts to collect such Municipal Solid Waste or Recyclable Materials on the day a collection order is requested by the owner or occupant; provided, however, that if the Service Provider fails to make such collection on the same day that a collection order is requested, the Service Provider shall make such collection no later than 12:00 p.m. on the following Business Day, and there shall be no charge to the Service Provider for any such original non-collection or late collection so long as the Service Provider makes such collection within such time.

SECTION 18. HOURS OF SERVICE.

For all the Services provided hereunder, the Service Provider's hours of service shall be between 7:00 a.m. to 7:00 p.m., Monday through Friday. The Service Provider 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 Service Provider shall provide such services on the immediately following business day. If the Holiday is on a Thursday or Friday, Service Provider will collect on Saturday.

SECTION 19. CUSTOMER SERVICE.

The Service Provider agrees to field all inquiries and complaints for Residential Units relating to the collection, hauling, recycling and disposal of Municipal Solid Waste, Recyclable Materials, Brush and Bulky Items, and Household Hazardous Waste.

SECTION 20. COMPLIANCE WITH APPLICABLE LAWS.

The Service Provider shall comply with all applicable federal and state laws regarding the collection, hauling, recycling and disposal of Municipal Solid Waste and Recyclable Materials, 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 Service Provider in order to ensure compliance with this Section 20.

SECTION 21. VEHICLES AND EQUIPMENT.

Service Provider furnished equipment, such as Containers shall remain as Provider's property. Customers, including the City may be liable for loss or damage to such equipment (except for normal wear and tear and for loss or damage resulting from Service Provider's handling of the equipment). Customers shall use the equipment only for its proper and intended purpose and shall not overload (by weight or volume), move or alter the equipment. Customers shall provide safe,

unobstructed access to the equipment on the scheduled collection day. Provider may charge an additional fee for any additional collection service required by the failure to provide access.

Service Provider 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 collection vehicles shall be washed and deodorized once per week and always kept in good condition and repair. 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 Provider's name and telephone numbers not less than two (2) inches in height on each vehicle.

Collection vehicles shall always carry 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 and with a camera.

Vehicles shall be protected at all times while in transit to prevent the blowing or scattering of waste materials onto the City's public streets, or properties adjacent thereto.

SECTION 22. DUE CARE.

The Service Provider 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 23. PERSONNEL AND PERFORMANCE STANDARDS.

The Service Provider shall not deny employment to any person on the basis of race, creed or religion, and will ensure that all federal and state laws pertaining to salaries, wages and operating requirements are met or exceeded. The Service Provider, its agents, servants and employees shall perform the Services in a courteous, competent and professional manner. During the term of this Agreement and any extension thereof, the Service Provider 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 24. INSURANCE COVERAGE.

Pursuant to this Agreement, the Service Provider shall carry the following types of insurance in an amount equal to or exceeding the limits specified below:

<u>Coverage</u>	<u>Limits of Liability</u>
(1) Worker's Compensation	Statutory
(2) Employer's Liability	\$500,000
(3) Commercial General Liability	\$1,000,000 per occurrence, \$2,000,000 in the aggregate,

	combined single limit for Bodily Injury and Property Damage Liability
(4) Automobile Liability	\$2,000,000 per occurrence combined single limit for Bodily Injury and Property Damage Liability
(5) Pollution Legal Liability	\$2,000,000 each loss
(6) Excess or Umbrella	\$5,000,000 per occurrence

Subcontractor: In the case of work sub-letted, the Service Provider shall require subcontractors working under the direction of the Service Provider to carry and maintain the same workers compensation and liability insurance required of the Service Provider.

To the extent permitted by law, any or all of the insurance coverage required by this Section 24 may be provided under a plan(s) of self-insurance, including coverage provided by the Service Provider's parent corporation. The Service Provider shall furnish the City with a certificate of insurance verifying the insurance coverage required by this Section 24 each year, or at any time coverage is renewed. 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.

Service Provider 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 25. PERFORMANCE SECURITY.

Service Provider shall deliver to City a performance bond in the amount equal to one hundred percent (100%) of the annual value of the Agreement, executed by a good and sufficient corporate surety eligible to conduct business in Texas, and conditioned that Service Provider shall well, truly, and faithfully perform its obligations under this Agreement and shall satisfy all claims and demands of any kind incurred under the Agreement, including, but not limited to, the payment of all amounts owed by Service Provider to City or landfills, and Service Provider shall fully indemnify and save harmless City from all costs and damage which City may suffer by Service Provider's failure to pay such amounts owed and shall reimburse and repay City all outlay and expense which City may incur in making good any such payment default, then the obligation shall

be void; otherwise, to remain in full force and effect. Said performance bond will be renewed annually for the term of the Agreement. The performance bond shall be in a form reasonably acceptable to City. Service Provider shall pay any and all premiums for the bond. A certificate from the surety showing that the bond premiums are paid in full shall be submitted to City on an annual basis for the Term of the Agreement.

SECTION 26. 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 27. TERMINATION.

Any failure by the Service Provider 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 other party, constitute grounds for forfeiture and immediate termination of all the defaulting party's rights under this Agreement, and all such rights shall become null and void. If successive and substantial violations (including prior cured violations) persist within any contract year, the City may terminate the Agreement at the end of such contract year.

SECTION 28. 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 God, 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 29. 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 and the Federal courts of the United States located in Bexar County, Texas.

SECTION 30. NOTICES.

Any notices required or permitted to be delivered hereunder shall be in writing and shall be deemed to be delivered when deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to the respective party at the address set forth below:

If to the City:

City of Fair Oaks Ranch 7286 Dietz Elkhorn
Fair Oaks Ranch, TX 78015
Attn: City Manager

If to the Service Provider:

Frontier Waste Solutions
P.O. Box 1283
Hillsboro, TX 76645
Attn: Vice President

or such other addresses as the parties may hereafter specify by written notice and delivered in accordance herewith.

SECTION 31. ATTORNEYS' FEES.

The prevailing party in any dispute between the parties arising out of the interpretation, application or enforcement of any provision hereof shall be entitled to recover all of its reasonable attorneys' fees and costs for any cause of action arising out of this Agreement, including without limitation costs and attorneys' fees related to or arising out of any trial or appellate proceedings.

SECTION 32. INDEPENDENT CONTRACTOR.

Service Provider acknowledges that it is an independent contractor of the City and is not an employee, agent, official or representative of the City. Service Provider shall not represent, either expressly or through implication, that Service Provider 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 Service Provider.

SECTION 33. 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 other party 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 34. INDEMNITY

The Service Provider must indemnify, hold harmless and defend the City, its officers, agents and employees, from and against liability for any and all claims, liens, suits, demands, and/or actions for damages, injuries to persons (including death), property damage (including loss of use), and

expenses, including court costs and attorneys' fees and other reasonable costs arising out of or resulting from the Service Provider's work and/or activities conducted in connection with or incidental to this Agreement and from any liability arising out of or resulting from the intentional acts or negligence, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part upon the negligent or intentional acts or omissions of Service Provider, including but not limited to its officers, agents, employees, subcontractors, licensees and invitees.

Service Provider must at all times exercise reasonable precautions on behalf of, and be solely responsible for, the safety of its officers, agents, employees, subcontractors, licensees and invitees, as well as their property, while in the vicinity where the work is being done. It is expressly understood and agreed that the City shall not be liable or responsible for the negligence of the Service Provider including but not limited to its officers, agent, employees, subcontractors, licensees and invitees.

Further, the City assumes no responsibility or liability for harm, injury, or any damaging events which are directly or indirectly attributable to premises defects which may now exist or which may hereafter arise upon the premises.

However, the Service Provider shall not be liable for any legal proceedings, claims, demands, damages, costs, liabilities, losses or expenses (including, but not limited to, attorneys' fees) caused by the willful misconduct or negligent act or omission of the City, its agents, directors, employees, officers and servants.

SECTION 35. DISCLOSURES, CONFLICTS AND DISPUTE RESOLUTION

Service Provider represents that it is in compliance with the applicable filing and disclosure requirements of Chapter 176 of the Texas Local Government Code, Conflicts of Interest Questionnaire, Chapter 2252, Texas Government Code, and Form 1295, Certificate of Interested Parties, online filing with the Texas Ethics Commission.

This Agreement will be governed by the provisions of Subchapter I, Chapter 271, Tex. Local Gov't Code, regarding the obligations of the parties for any disputes arising hereunder.

SECTION 36. MANDATORY CONDITIONS FOR GOVERNMENT CONTRACTS

When applicable, the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it; (i) does not boycott Israel; (ii) will not boycott Israel during the term of the contract; (iii) does not boycott energy companies; (iv) will not boycott energy companies during the term of the contract; (v) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and (vi) will not discriminate during the term of the contract against a firearm entity or firearm trade association (Texas Government Code, Chapter 2271.002; 2274.002).

Service Provider hereby verifies that it does not boycott Israel, and agrees that, during the term of this agreement, will not boycott Israel as this term is defined in the Texas Government Code, Section 808.001, as amended. Service Provider hereby verifies that it does not boycott energy

companies, and agrees that, during the term of this agreement, will not boycott energy companies as this term is defined in Texas Government Code, Section 809.001, as amended. Service Provider hereby verifies that it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and agrees that, during the term of this agreement, will not discriminate against a firearm entity or firearm trade association as those terms are defined in Texas Government Code, Section 2274.001, as amended.

Further, Service Provider hereby certifies that it is not a company identified under Texas Government Code, Section 2252.152 as a company engaged in business with Iran, Sudan, or Foreign Terrorist Organizations.

[SIGNATURE PAGE TO FOLLOW]

37. 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 _____ DAY OF _____, 2024.

FRONTIER TEXAS VENTURES I, LLC

CITY OF FAIR OAKS RANCH, TX

By: _____

By: _____

Name: John Gustafson

Name: Scott M. Huizenga

Title: President

Title: City Manager

ATTEST:

By: _____

Name: Christina Picioccio

Title: City Secretary



**CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action on the first reading of an ordinance amending Ordinance 2015-12 removing no vehicle stopping, standing, or parking on the 28000 block of Chartwell Lane during school zone hours.

DATE: August 1, 2024

DEPARTMENT: Public Safety

PRESENTED BY: Tim Moring, Chief of Police

INTRODUCTION/BACKGROUND:

In November 2015 the Chartwell Homeowners Association requested the City address the unsafe traffic patterns during school hours in their neighborhood. The City Council passed an ordinance establishing a no vehicle stopping, standing, or parking on Chartwell Lane between the 28000 block and 29000 block during school zone hours.

In June 2024, staff received a citizen request to amend the enforcement area of the ordinance to include only the area that encompasses the 29000 block. On July 25, 2024, staff met with Chartwell subdivision residents to present the proposed amending ordinance and receive feedback. After confirming the removal of the 28000 block of Chartwell Lane does not affect the no stopping, standing, or parking provision for the 29000 block, all in attendance had no issues with the proposed amending ordinance.

Attached as Exhibit A is a diagram depicting the 28000 block of Chartwell Lane (in green) that will be removed from the enforcement area. The red area depicts the 29000 block of Chartwell Lane which will not be affected by the amending ordinance.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

- 1. Meets the priority 4.1 of Strategic Action Plan – Enhance and Ensure Continuity of Police Services
- 2. Preserves quality-of-life characteristics through compliance with state law.
- 3. Ensures legal means of enforcement are adopted by Council

LONGTERM FINANCIAL & BUDGETARY IMPACT:

N/A

LEGAL ANALYSIS:

Approved as to form by City Attorney’s office.

RECOMMENDATION/PROPOSED MOTION:

I move to approve the first reading of an ordinance amending Ordinance 2015-12 removing no vehicle stopping, standing, or parking on the 28000 block of Chartwell Lane during school zone hours

AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING ORDINANCE 2015-12 REMOVING NO VEHICLE STOPPING, STANDING, OR PARKING ON THE 28000 BLOCK OF CHARTWELL LANE DURING SCHOOL ZONE HOURS; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Fair Oaks Ranch is authorized by Title 7, Subchapter C of the Texas Transportation Code to establish and regulate compliance with rules governing the use of public thoroughfares, and,

WHEREAS, the City of Fair Oaks Ranch has located within its boundaries a street known as Chartwell Lane, and,

WHEREAS, on November 19, 2015 the Fair Oaks Ranch City Council passed Ordinance 2015-12 establishing no vehicle stopping, standing, or parking on Chartwell Lane between the 28000 block and the 29000 block, during school zone hours, and,

WHEREAS, in June 2024, the City received a request to amend the ordinance by removing the 28000 block of Chartwell Lane, and,

WHEREAS, on July 25, 2024 the City held a neighborhood meeting to present and receive feedback on the proposed ordinance amendment, and,

WHEREAS, the City Council of the City of Fair Oaks Ranch has determined it is in the best interest of the residents to amend Ordinance 2015-12 removing no vehicle stopping, standing, or parking on the 28000 block of Chartwell Lane during school zone hours.

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

Section 1. Ordinance 2015-12 is amended by removing no vehicle stopping, standing, or parking on the 28000 block of Chartwell Lane, Fair Oaks Ranch, Texas during school zone hours.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this

ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 10. This ordinance shall take effect immediately from and after its second reading, passage and any publication requirements as may be required by governing law.

PASSED and APPROVED on first reading by the City Council of the City of Fair Oaks Ranch, Texas, on this 1st day of August 2024.

PASSED, APPROVED, and ADOPTED on second and final reading by the City Council of the City of Fair Oaks Ranch, Texas, on reading this 15th day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney



Exhibit A

 No Parking

 Parking Allowed

Fair Oaks Ranch Elementary

Chartwell Lane

Old PD

HOA

Police

Administration

Chartwell Circle

Dietz Elkhorn Rd.





**CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action on the emergency approval of the first reading of an ordinance amending Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.003 (1) of the City of Fair Oaks Ranch Code of Ordinances reducing the speed limit to 20 miles per hour on Kalkallo Drive and Noble Lark Drive.

DATE: August 1, 2024

DEPARTMENT: Public Works/Public Safety

PRESENTED BY: Grant Watanabe, P.E., Director Public Works & Engineering Services
Tim Moring, Chief of Police

INTRODUCTION/BACKGROUND:

Last year, residents residing on Noble Lark Drive and Kalkallo Drive noted an increase of traffic in using Noble Lark Road as a cut-through to and from Dietz Elkhorn Road. The heaviest traffic was causing safety concerns during school drop off and pick up times. In December 2023, after meetings with the Mayor and staff to discuss the concerns, the intersection was temporarily closed to assess the impacts to traffic flow in the area.

After numerous discussions regarding the closure of Noble Lark Drive, an ordinance was brought to the City Council for consideration on permanently closing the intersection. The Council postponed the closure and directed staff to find alternative methods to increase safety, mitigate traffic concerns, and collect timely and accurate data to be presented in the future.

Using data collected from previously conducted traffic studies, staff recommends reducing the speed limit on Noble Lark Drive and Kalkallo Drive from 30 miles per hour to 20 miles per hour. Findings for reducing the speed limit through the neighborhood include average motorist speeds of 24-26 miles per hour, lack of dedicated pedestrian shoulders, and no centerline on the road. Therefore, reducing the speed is expected to increase safety for both pedestrians and drivers. Attached as **Exhibit A** is a depiction of the proposed 20 mph speed limit signs.

Additionally, under Home Rule Charter Section 3.06F(4), if City Council determines an emergency exists related to the public peace, health or safety, they can require immediate action be taken with 2/3 majority vote. With the first day of the 2024/2025 school year scheduled for August 12, 2024, immediate action is necessary to ensure the safety improvements are in place and effective enforcement action can be taken.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. Meets the priority 4.1 of Strategic Action Plan – Enhance and Ensure Continuity of Police Services.
2. Preserves quality-of-life characteristics through compliance with state law.
3. Ensures legal means of enforcement are adopted by City Council.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Purchase of new speed limit signs and associated hardware.

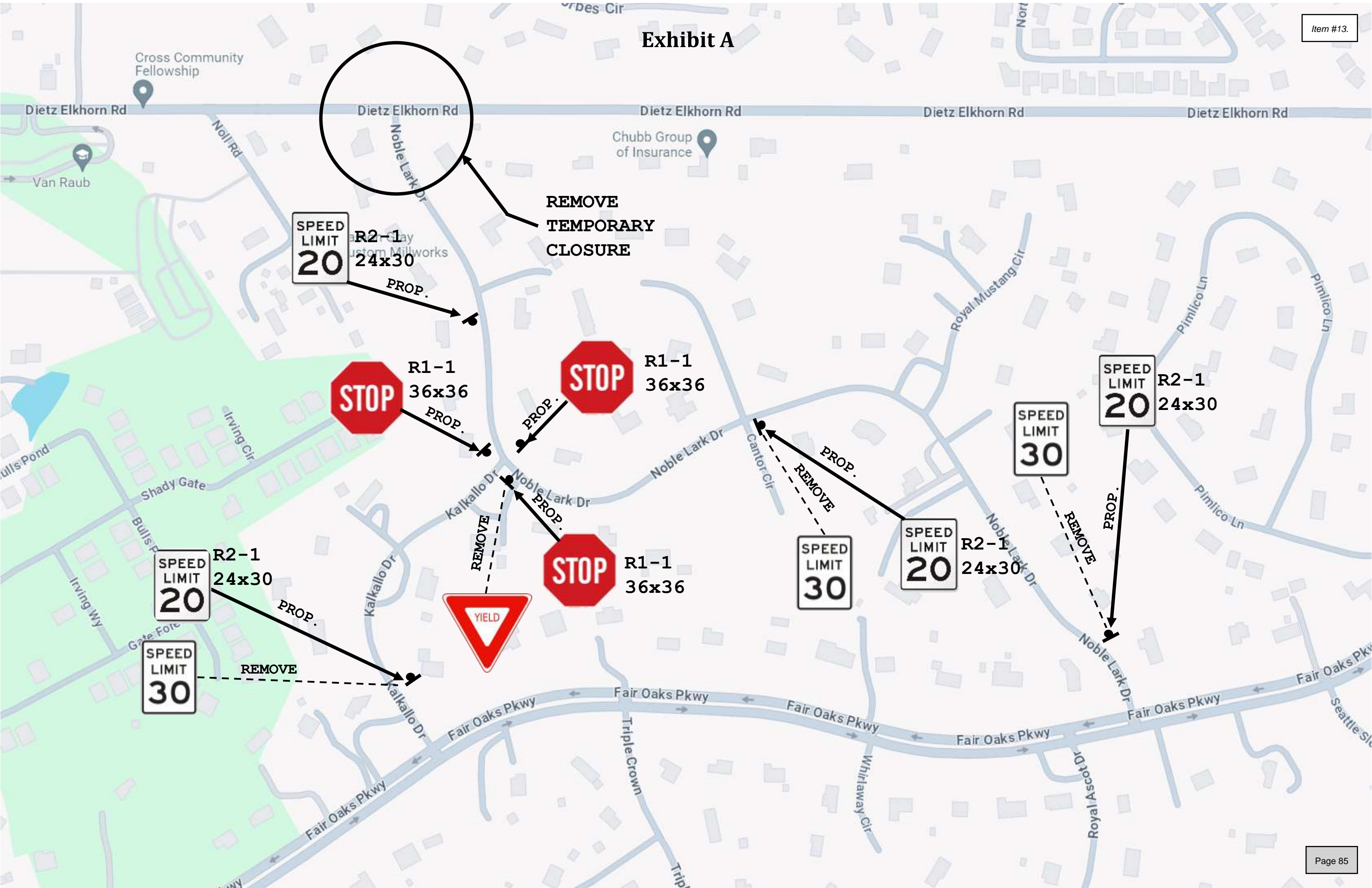
LEGAL ANALYSIS:

Approved as to form by the City Attorney.

RECOMMENDATION/PROPOSED MOTION:

I move to approve the first reading of an ordinance amending Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.003 (1) of the City of Fair Oaks Ranch Code of Ordinances reducing the speed limit on Kalkallo Drive and Noble Lark Drive to 20 mph.

Exhibit A



AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING CHAPTER 12 TRAFFIC AND VEHICLES, ARTICLE 12.01 GENERAL PROVISIONS, SECTION 12.01.003 (1) OF THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES BY REDUCING THE SPEED LIMIT ON NOBLE LARK DRIVE AND KALKALLO DRIVE TO 20 MPH; PRESCRIBING FOR A PENALTY OF NOT LESS THAN \$1 NOR MORE THAN \$500 PER SECTION 12.04.007 "PENALTIES"; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EMERGENCY PER SECTION 3.06 OF THE HOME RULE CHARTER; 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 Texas Transportation Code Section 545.356(b1), and,

WHEREAS, the speed studies along Noble Lark Drive and Kalkallo Drive have shown the 85th percentile of motorists travel between 24-26 miles per hour, and,

WHEREAS, the absence of dedicated shoulders and centerlines and consistent presence of pedestrians necessitate a further reduction of the speed limit to prevent an unsafe condition, and,

WHEREAS, the City Council of the City of Fair Oaks Ranch finds that it is necessary to amend Chapter 12 Traffic and Vehicles, Section 12.01.003 (1), by reducing the speed limit to 20 miles per hour on Noble Lark Drive and Kalkallo Drive, and,

WHEREAS, the City Council, finds in necessary and exigent to implement enhanced safety measures before the start of the upcoming school year, and,

WHEREAS, the City Council directed City staff to provide additional safety measures for the roadways in response to high traffic volumes, and,

WHEREAS, for the effectiveness of enforcement, the City Council finds the reduction of the speed limit will provide additional safety enhancements and the emergency clause requirements for expediency have been met as they relate to the overall safety of residents and travelers said ordinance to be confirmed at the next meeting of the City Council pursuant to Section 3.06(F4) of the City Charter.

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

Section 1. The Fair Oaks Ranch Code of Ordinances Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.003 (1) is hereby amended to reduce the speed limit on Noble Lark Drive and Kalkallo Drive to 20 mph section as shown in **Exhibit A**.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

- Section 3.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.
- Section 4.** That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.
- Section 5.** The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.
- Section 6.** If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.
- Section 7.** All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.
- Section 8.** This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
- Section 9.** The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.
- Section 10.** Any person, firm, entity or corporation who violates any provision of this article, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding five hundred dollars (\$500.00). Each continuing day's violation under this article shall constitute a separate offense.
- Section 11.** This ordinance shall take effect immediately upon its first reading, passage and any publication requirements as may be required by governing law.
- Section 12.** That the recitals contained in the Home Rule Charter Section 3.06F(4), determines that an emergency exists related to public peace, health or safety and requires immediate action be taken and upon a two-thirds majority vote by council, this ordinance and enforcement eligibility will take effect immediately.

Section 13. That not later than February 1 of each year, the City shall publish on its website and submit to the Department of Transportation a report that compares for each of the two previous calendar years the number of traffic citations issued by the police department and the alleged speed of the vehicles, for speed limit violations, the number of warning citations issued and the number of collisions that resulted in injury or death attributable to speed on any streets listed in Section 12.01.003(1) if the speed limit of 20 mph was established pursuant to Texas Transportation Code Section 545.356(b1).

PASSED, APPROVED and ADOPTED by 2/3rds majority of the City Council of the City of Fair Oaks Ranch, Texas, on this 1st day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

EXHIBIT A

Chapter 12 "Traffic and Vehicles;" Section 12.01.03 (1) "Speed Limits" is hereby amended by as follows:

[Deletions shown as strikethrough and additions shown as underscore]

Sec. 12.01.003 Prima Facie Speed Limits

The City Council has determined and does hereby adopt the prima facie speed limit of 30 miles per hour on all streets within City, except for the streets shown below, whereas the City Council establishes the maximum, reasonable, and prudent speed limit to be as listed below.

(1) 20 mph.

Kalkallo Drive

Noble Lark Drive



**CITY COUNCIL CONSIDERATION ITEM
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action on the emergency approval of the first reading of an ordinance amending Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.002 of the City of Fair Oaks Ranch Code of Ordinances establishing stop signs at the intersection of Noble Lark Drive and Kalkallo Drive and removal of a yield sign from said intersection.

DATE: August 1, 2024

DEPARTMENT: Public Works/Public Safety

PRESENTED BY: Grant Watanabe, Public Works Director
Tim Moring, Chief of Police

INTRODUCTION/BACKGROUND:

Last year residents residing on Noble Lark Drive and Kalkallo Drive noted an increase of traffic in using Noble Lark Road as a cut-through to and from Dietz Elkhorn Road. The heaviest traffic was causing safety concerns during school drop off and pick up times. In December 2023, after meetings with the Mayor and staff to discuss the concerns, the intersection was temporarily closed to assess the impacts to traffic flow in the area.

After numerous discussions regarding the closure of the roadway, an ordinance was brought to the Council for consideration on permanently closing the intersection. The City Council decided to postpone the closure and directed staff to find alternative methods to increase safety, mitigate traffic concerns, and collect timely and accurate data to be presented in the future.

Using data collected from previously conducted traffic studies, staff recommends removing the yield sign at the intersection of Noble Lark Drive and Kalkallo Drive and adding three stop signs at the same intersection. Findings for the addition of the stop signs include higher volumes of traffic than were originally anticipated when the roadway was designed, lack of dedicated pedestrian shoulders, and the proximity of school bus pick up and drop off location. Therefore, these proposed stop signs will help to mitigate the safety concerns at that intersection. Attached as **Exhibit A** is a depiction of the proposed new stop signs and removal of the existing yield sign locations.

Additionally, under Home Rule Charter Section 3.06F(4), if City Council determines that an emergency exists related to the public peace, health or safety, they can require immediate action be taken with 2/3 majority vote. With the first day of the 2024/2025 school year scheduled for August 12, 2024, immediate action is necessary to ensure the safety improvements are in place and effective enforcement action can be taken.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

- 1. Meets the priority 4.1 of Strategic Action Plan – Enhance and Ensure Continuity of Police Services.
- 2. Preserves quality-of-life characteristics through compliance with state law.
- 3. Ensures legal means of enforcement are adopted by City Council

LONGTERM FINANCIAL & BUDGETARY IMPACT:

Purchase of stop signs, warning signs, and associated hardware.

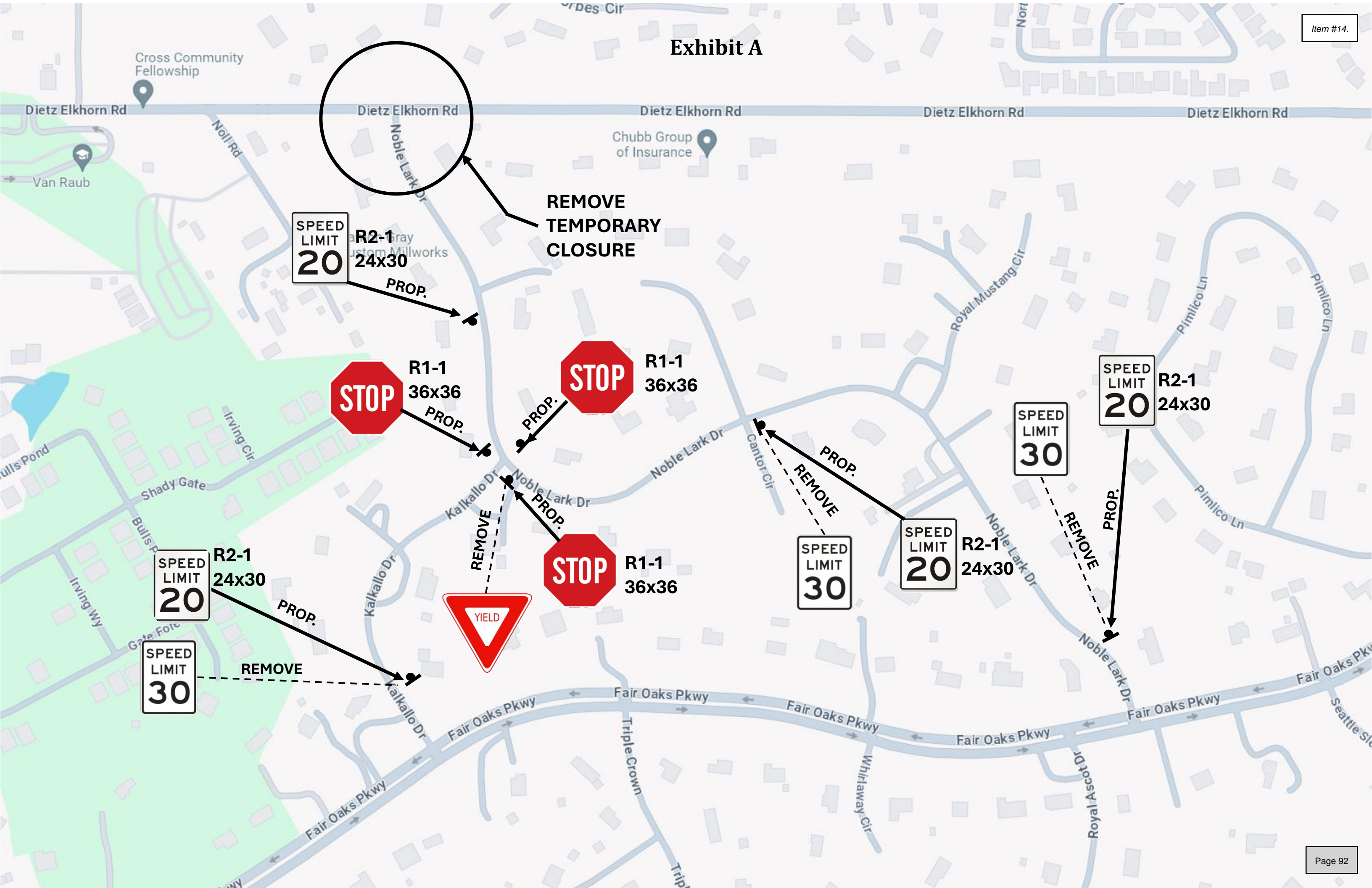
LEGAL ANALYSIS:

Approved as to form by the City Attorney.

RECOMMENDATION/PROPOSED MOTION:

I move to approve the first reading on an ordinance amending Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.002 of the City of Fair Oaks Ranch Code of Ordinances establishing stop signs at the intersection of Noble Lark Drive and Kalkallo Drive and removal of a yield sign from said intersection.

Exhibit A



AN ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS, AMENDING CHAPTER 12 TRAFFIC AND VEHICLES, ARTICLE 12.01 GENERAL PROVISIONS, SECTION 12.01.002 OF THE CITY OF FAIR OAKS RANCH CODE OF ORDINANCES BY ADDING STOP SIGNS AT THE INTERSECTION OF NOBLE LARK DRIVE AND KALKALLO DRIVE; PRESCRIBING FOR A PENALTY OF NOT LESS THAN \$1 NOR MORE THAN \$500 PER SECTION 12.04.007 PENALTIES; PROVIDING FOR REPEALING, SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EMERGENCY PER SECTION 3.06 OF THE HOME RULE CHARTER; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF

WHEREAS, the City of Fair Oaks Ranch is authorized by Title 7, Subchapter C of the Texas Transportation Code to establish and regulate compliance with rules governing the use of public thoroughfares, and,

WHEREAS, stop signs provide enhanced safe and efficient intersections for vehicles and pedestrians, and,

WHEREAS, the absence of dedicated shoulders, higher volumes of traffic, proximity of school bus stop locations to the intersection, and consistent presence of pedestrians necessitate the addition of stop signs to prevent an unsafe condition, and,

WHEREAS, the City Council finds it necessary and exigent to implement enhanced safety measures before the start of the upcoming school year, and,

WHEREAS, the City Council directed staff to provide additional safety measures for Noble Lark Drive and Kalkallo Drive in response to high traffic volumes, and,

WHEREAS, for the effectiveness of enforcement, the City Council finds the addition of stops signs and removal of a yield sign will provide safety enhancements and the emergency clause requirements for expediency have been met as they relate to the overall safety of residents and travelers said ordinance to be confirmed at the next meeting of the City Council pursuant to Section 3.06F(4) of the City Charter.

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

Section 1. The Fair Oaks Ranch Code of Ordinances Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.002 is hereby amended to include three stop signs at the intersection of Noble Lark Drive and Kalkallo Drive, and the removal of one yield sign at said intersection as shown in **Exhibit A**.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by

judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

Section 4. That it is officially found, determined, and declared that the meeting at which this ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 6. If any provision of this ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this ordinance would have been enacted without such invalid provision.

Section 7. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this ordinance are hereby repealed to the extent of such conflict, and the provisions of this ordinance shall be and remain controlling as to the matters ordained herein.

Section 8. This ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 9. The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein.

Section 10. Any person, firm, entity or corporation who violates any provision of this article, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined a sum not exceeding five hundred dollars (\$500.00). Each continuing day's violation under this article shall constitute a separate offense.

Section 11. This ordinance shall take effect immediately upon its first reading, passage and any publication requirements as may be required by governing law.

Section 12. That the recitals contained in the Home Rule Charter Section 3.06F(4), determines that an emergency exists related to public peace, health or safety and requires immediate action be taken and upon a two-thirds majority vote by council, this ordinance and enforcement eligibility will take effect immediately.

PASSED, APPROVED and ADOPTED BY 2/3rds majority of the City Council of the City of Fair Oaks Ranch, Texas, on this 1st day of August 2024.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee & Zech
P.C., City Attorney

Exhibit A

Chapter 12 Traffic and Vehicles; Article 12.01 General Provisions; Section 12.01.002 is hereby amended as follows:

[Deletions shown as strikethrough and additions shown as underscore]

Sec. 12.01.002 - Ordinances Saved From Repeal

All ordinances authorizing the placement of traffic-control devices, including stop signs, yield signs, and other traffic-control signals, and markings; the designation of speed zones, no-passing zones, no-parking zones, one-way streets, and through streets; and other ordinances regulating traffic on specific streets or parts of streets in the City not included in this Code are specifically saved from repeal upon adoption of this Code. Such ordinances are on file in the City Secretary's offices. (Ordinance adopting Code)

Non-Private Subdivision

Through Street

Stop Sign Street

Yield Sign Street

Kalkallo Drive

Noble Lark (x2)

Noble Lark

Kalkallo Drive

~~Noble Lark~~

~~Kalkallo Drive~~



FY 2024-25 Budget Overview

August 1, 2024



Summer Fleming
Director of Finance



General Fund

Certified Values



County	Tax Year 2023	Tax Year 2024	Change (\$)	Change (%)
Bexar	\$1,575,409,555	\$1,725,377,577	\$149,968,022	9.5%
Kendall	546,576,179	593,036,415	46,460,236	8.5%
Comal	363,190,122	377,640,400	14,450,278	4.0%
Total	\$2,485,175,856	\$2,696,054,392	\$210,878,536	8.5%

Updated 7/25/24

Preliminary Tax Rates



	<u>FY 2023-24</u>		<u>NNR Rate</u>	<u>Current Tax Rate</u>	<u>Proposed Budget</u>	<u>Voter Approval</u>
Tax Rate/\$100 Valuation		Tax Rate/\$100 Valuation				
General Fund (M&O)	0.2776	General Fund (M&O)	0.2432	0.2776	0.2662	0.3111
Debt Service Fund (I&S)	0.0229	Debt Service Fund (I&S)	0.0414	0.0229	0.0414	0.0414
Total Tax Rate	0.3005	Total Tax Rate	0.2846	0.3005	0.3076	0.3525
2023 Taxable Valuation	2,448,853,117	2024 Preliminary Taxable Value	2,641,877,482	2,641,877,482	2,641,877,482	2,641,877,482
Collection Rate	99.00%	Collection Rate	99.00%	99.00%	99.00%	99.00%
2023 M&O Levy	6,730,036	2023 M&O Levy	6,360,796	7,260,513	6,962,351	8,136,692
2023 I&S Levy	555,179	2023 I&S Levy	1,082,800	598,940	1,082,800	1,082,800
Total Levy	7,285,216	Total Levy	7,443,595	7,859,453	8,045,151	9,219,492
		Year Over Year Difference	158,380	574,238	759,935	1,934,276
Average Home Value	626,093	Average Home Value	683,567	683,567	683,567	683,567
Tax Bill	1,881	Tax Bill	1,945	2,054	2,103	2,410



Changes to the Budget Since Last Workshop

COLA decrease from 4.4% to 3.0%	(\$52,318)
City Planner	\$99,000
Assistant Police Chief	\$145,000
Decrease professional services for planning services	(\$90,000)
Thermoplastic remover	\$5,500
Message board trailer	\$10,000
Water tank trailer	\$5,875
Mass casualty care kits	\$21,450
IT Master Plan	\$50,000

General Fund Summary



Category	Amount
Revenues	\$11,072,109
Expenditures	(\$10,090,601)
Operating surplus/(deficit)	\$981,508
Net transfer (to)/from Equipment Replacement Fund	(\$316,438)
Transfer (to)/from Strategic Projects Fund	(\$110,000)
Capital Outlay	(\$215,975)
Total surplus/(deficit)	\$339,095



Fund Balance Summary

Category	FY 2023-24 Ending	FY 2024-25 Budget	FY 2024-25 Ending
Court Technology	\$23,587	(\$5,823)	\$17,764
Court Security	15,322	1,500	16,822
Other Restricted	90,601	5,200	95,801
Non-spendable	77,024	-	77,024
Tree Mitigation	149,600	(49,600)	100,000
Operating Reserve	4,738,120	182,798	4,920,918
Unallocated	2,035,554	205,020	2,240,574
Total Fund Balance	\$7,129,808	\$339,095	\$7,468,903



Utility Funds



Changes to the Budget Since Last Workshop

COLA decrease from 4.4% to 3.0%	(\$32,702)
Message board trailer	\$10,000
Water tank trailer	\$5,875



Operating Budget



Operating Revenue and Expenses



Category	Water Utility	Wastewater Utility	Total
Operating Revenue	\$4,296,696	\$1,713,153	\$6,009,849
Operating Expenses			
Personnel	1,076,071	1,108,114	2,184,185
Supplies, Maintenance, and Operations	2,555,858	584,631	3,140,489
Services	315,786	74,200	389,986
Total Operating Expenses	3,947,715	1,766,945	5,714,660
Operating Income	\$348,981	(\$53,792)	\$295,189

Non-Operating Revenue and Expenses



Category	Water Utility	Wastewater Utility	Equipment Replacement	Total
Non-Operating Revenues				
Impact, Capital and Debt Fees	\$1,240,889	\$590,630		\$1,831,519
Interest Earnings	200,000	200,000		400,000
Non-Operating Expenses				
Depreciation	(550,000)	(270,600)		(820,600)
Debt Service Costs	(37,446)	(16,629)		(54,075)
Transfers In/(Out)	(114,000)	(67,000)	181,000	-
Non-Operating Revenue (Expenses)	\$739,443	\$436,401	\$181,000	\$1,356,844



Combined Net Position

Category	Projected 9/30/2024	FY 2024-25 Change	Projected 9/30/2025
Net Investment in Capital Assets	\$12,563,931	\$646,988	\$13,210,919
Unrestricted Net Position			
Water Capital Fund	728,766	203,468	932,234
Wastewater Capital Fund	623,271	175,000	798,271
Equipment Replacement Fund	530,241	181,000	711,241
Operating Reserve	4,069,343	(573,010)	3,496,334
Debt Service Reserve	333,282	1,018,587	1,351,869
Total Unrestricted Net Position	6,284,903	1,005,045	7,289,949
Total Net Position	\$18,848,834	\$1,652,033	\$20,500,867



Questions?

Proposed FY 2024-25 General Fund Budget

Revenues	
Total Proposed Revenues	\$ 11,128,809
Less: Restricted Revenues	(877)

Expenditures	
Mayor & Council	30,145
Administration	720,126
City Secretary	296,837
HR & Communications	223,148
Finance	410,372
Information Technology	362,792
Municipal Court	265,412
Public Safety	4,305,177
Maintenance	1,073,094
Building Codes	371,241
Engineering/Planning	1,484,489
Non-Departmental/Shared	\$ 526,044

In Budget	Unallocated Surplus
\$ 1,059,055	\$ 2,053,554

Item for Discussion		Department	Full Cost	Impact		
FUNDED	2025 Ford Explorer (partially funded out of replace fund)	Maintenance	\$ 30,000	One Time	\$ 9,300	\$ -
IN BUDGET	2025 Ford Ranger (partially funded out of replace fund)	Maintenance	\$ 41,600	One Time	\$ 11,600	\$ -
	Tilt Trailer for the Fog Seal Machine	Maintenance	\$ 11,000	One Time	\$ 11,000	\$ -
	Thermoplastic Remover	Maintenance	\$ 5,500	One Time	\$ 5,500	\$ -
	Message Board Trailer (split with Utility Fund)	Public Works	\$ 20,000	One Time	\$ 10,000	\$ -
	Water Tank Trailer (split with Utility Fund)	Public Works	\$ 11,750	One Time	\$ 5,875	\$ -
	New FTE Project Manager (Salary/Taxes/Benefits)	Public Works	\$ 108,000	On-going	Charged to Projects	
	New FTE City Planner (Salary/Taxes/Benefits)	Public Works	\$ 99,000	On-going	\$ 99,000	\$ -
	New FTE Assistant Chief (Salary/Taxes/Benefits)	Public Safety	\$ 145,000	On-going	\$ 145,000	\$ -
	Addition of a Police Cadet Pay Grade (no new FTEs)	Public Safety	\$ -	On-going	\$ -	\$ -
	Mass Casualty Care Kits (13)	Public Safety	\$ 21,450	One Time	\$ 21,450	\$ -
	New FTE Comms Manager (split with Utility Fund) (Salary/Taxes/Benefits)	HR/Comms	\$ 111,229	On-going	\$ 55,615	\$ -
	Citizen Engagement Platform	HR/Comms	\$ 15,000	One Time	\$ 15,000	\$ -
	Employee Handbook Update	HR/Comms	\$ 10,000	One Time	\$ 10,000	\$ -
	Compensation Study	HR/Comms	\$ 50,000	One Time	\$ 50,000	\$ -
	Threat Hunter (split with Utility Fund)	IT	\$ 38,800	One Time	\$ 19,400	\$ -
	SIEM (split with Utility Fund)	IT	\$ 38,600	One Time	\$ 19,300	\$ -
	IT Master Plan	IT	\$ 50,000	One Time	\$ 50,000	\$ -
	Transfer to Operating Reserve to Maintain 6 Months	Non Dept	\$ 182,798	One Time	\$ 182,798	\$ -
	Available for Allocation				\$ 338,218	\$ 2,053,554

					In Budget	Unallocated Surplus
NOT FUNDED	Item for Discussion	Department	Full Cost	Impact		
	2025 Ford F-350 Diesel Dually	Maintenance	\$ 90,000	One Time	\$ -	\$ -
	Two Permanent Radar Signs	Maintenance	\$ 11,000	One Time	\$ -	\$ -
	Two Moveable Radar Signs	Maintenance	\$ 6,000	One Time	\$ -	\$ -
	Flock Safety System	Public Safety	\$ 34,050	On-going	\$ -	\$ -
	Red Dot Sights (30)	Public Safety	\$ 15,000	One Time	\$ -	\$ -
	Network Infrastructure Partial Replacement	IT	\$ 76,349	One Time	\$ -	\$ -
	New FTE Lieutenant (Salary/Taxes/Benefits)	Public Safety	\$ 91,000	On-going	\$ -	\$ -
	Reclass Sergeant to Administrative Sergeant (no new FTEs)	Public Safety	\$ -	On-going	\$ -	\$ -
Remaining after Allocations					<u>\$ 338,218</u>	<u>\$ 2,053,554</u>

Proposed FY 2024-25 Utility Fund Budget

	Item for Discussion	Department	Full Cost	Impact	Utility Share
FUNDED	New FTE Communications Manager (split with General Fund) (Salary/Taxes/Benefits)	HR/Comms	\$ 111,229	On-going	\$ 55,616
IN BUDGET	Threat Hunter (split with General Fund)	IT	\$ 38,800	One Time	\$ 19,400
	SIEM (split with General Fund)	IT	\$ 38,600	One Time	\$ 19,300
	Message Board Trailer (split with General Fund)	Public Works	\$ 20,000	One Time	\$ 10,000
	Water Tank Trailer (split with General Fund)	Public Works	\$ 11,750	One Time	\$ 5,875
	New FTE Project Manager (Salary/Taxes/Benefits)	Public Works	\$ 108,000	Charged to projects	

Consolidated Budget						
By Fund						
Governmental Funds						
	General Fund	SAP	Equip Repl	Debt Service	Bond Capital Fund	TOTAL GOVERNMENTAL
Beginning Fund Balance Projected	7,129,808	14,498	1,183,476	87,989	-	8,415,770
<u>Revenues:</u>						
Taxes	8,889,869			1,080,000		9,969,869
Franchise Fees	762,350					762,350
Interest	450,000			7,000	17,000	474,000
Permits	168,200					168,200
Animal Control	1,495					1,495
Fines & Forfeitures	207,300					207,300
Fees & Services	360,415					360,415
Miscellaneous Income	232,480					232,480
Bond Proceeds					3,835,000	3,835,000
Utility Revenues						-
Transfers from other Funds	56,700	110,000	373,138			539,838
Total Revenues	11,128,809	110,000	373,138	1,087,000	3,852,000	16,550,947
<u>Expenditures:</u>						
Personnel	6,484,742					6,484,742
Supplies, Maintenance & Operations	1,298,286				-	1,298,286
Professional Services	2,033,983	110,000				2,143,983
Shared Services	273,591					273,591
Capital Outlay	215,975	-			3,202,665	3,418,640
Debt Service	-			1,160,981		1,160,981
Transfers & Non-Cash Adjustments	483,138		56,700			539,838
Total Expenditures	10,789,714	110,000	56,700	1,160,981	3,202,665	15,320,060
Revenues Over/(Under) Expenditures	339,095	-	316,438	(73,981)	649,335	1,230,887
Ending Fund Balance	7,468,902	14,498	1,499,914	14,008	649,335	9,646,657

GENERAL FUND PROJECTED FUND BALANCE					
Estimation of where Fund balances would be at 9/30/2025					
	FINAL	2023-24	9/30/2024	2024-25	9/30/2025
	9/30/2023	Projected	Projected	Budget	Projected
		closeout	Balance	Closeout	Balance
<u>Non-spendable</u>	77,024	-	77,024	-	77,024
<u>Restricted</u>					
Court Technology	18,587	5,000	23,587	(5,823)	17,764
Court Security Building	15,322	-	15,322	1,500	16,822
Court Efficiency	1,079	565	1,644	450	2,094
Court Truancy Prevention Fund	15,809	5,000	20,809	5,700	26,509
Court Jury Fund	166	150	316	150	466
Felony Forfeiture	43,275	-	43,275	-	43,275
Leose Training	16,005	4,234	20,239	(1,100)	19,139
PEG Fees	4,319	-	4,319	-	4,319
Total Restricted	114,562	14,949	129,511	877	130,388
<u>Committed</u>	-	-	-		
<u>Assigned</u>					
Tree Mitigation	-	149,600	149,600	(49,600)	100,000
Legal Reserve	50,000	-	50,000	-	50,000
Operating Reserve	4,505,321	182,798	4,688,120	182,798	4,870,918
	4,555,321	332,398	4,887,720	133,198	5,020,918
<u>Unassigned</u>					
Allocated	1,049,228	(1,049,228)	-	-	-
Unallocated	832,473	1,203,081	2,035,554	205,020	2,240,573
	1,881,701	153,853	2,035,554	205,020	2,240,573
General Fund Balance	6,628,607	501,200	7,129,808	339,095	7,468,902

STRATEGIC PROJECTS FUND					
	FINAL	2023-24	9/30/2024	2024-25	9/30/2025
	<u>9/30/2023</u>	Projected	Projected	Budget	Projected
		<u>closeout</u>	<u>Balance</u>	<u>Closeout</u>	<u>Balance</u>
Assigned	3,269,573	(3,255,075)	14,498	-	14,498

EQUIPMENT REPLACEMENT FUND					
	FINAL	2023-24	9/30/2024	2024-25	9/30/2025
	<u>9/30/2023</u>	Projected	Projected	Budget	Projected
		<u>closeout</u>	<u>Balance</u>	<u>Closeout</u>	<u>Balance</u>
Assigned	1,140,475	43,001	1,183,476	316,438	1,499,914

DEBT SERVICE FUND					
	FINAL	2023-24	9/30/2024	2024-25	9/30/2025
	<u>9/30/2023</u>	Projected	Projected	Budget	Projected
		<u>closeout</u>	<u>Balance</u>	<u>Closeout</u>	<u>Balance</u>
Restricted	77,976	10,013	87,989	(73,981)	14,008

BOND CAPITAL FUND					
	FINAL	2023-24	9/30/2024	2024-25	9/30/2025
	<u>9/30/2023</u>	Projected	Projected	Budget	Projected
		<u>closeout</u>	<u>Balance</u>	<u>Closeout</u>	<u>Balance</u>
Restricted	-	-	-	649,335	649,335

Revenue Type	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Projected	2024-25 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
General Fund Revenue Detail								
Taxes								
General Property	5,958,773	6,410,186	6,545,557	6,692,466	6,964,647	419,090	6.4%	272,181
Delinquent Property	82,073	26,865	30,000	37,000	30,000	-	0.0%	(7,000)
Penalty & Interest	42,147	22,965	25,000	25,000	25,000	-	0.0%	-
Mixed Beverage	27,783	27,984	25,000	20,000	25,000	-	0.0%	5,000
Local Sales	1,050,767	1,104,090	1,116,715	1,228,316	1,230,148	113,433	10.2%	1,832
Street Maintenance	262,692	276,023	279,178	307,079	307,537	28,359	10.2%	458
Property Reduction	262,692	276,023	279,178	307,079	307,537	28,359	10.2%	458
Total Taxes	7,686,926	8,144,135	8,300,628	8,616,940	8,889,869	589,241	7.1%	272,929
Franchise Fees								
Time Warner Cable	61,589	64,073	60,900	60,900	60,900	-	0.0%	-
GVTC Cable/Telephone	67,732	64,222	70,035	63,035	65,000	(5,035)	-7.2%	1,965
AT&T Cable/Telephone	2,504	1,976	2,750	1,750	2,500	(250)	-9.1%	750
Miscellaneous	523	582	1,000	300	700	(300)	-30.0%	400
City Public Service	471,892	456,923	457,000	461,000	470,000	13,000	2.8%	9,000
Pedernales Electric Company	99,280	101,352	93,000	101,000	105,000	12,000	12.9%	4,000
Grey Forest Utilities	24,400	24,807	23,500	23,500	23,500	-	0.0%	-
Garbage Regular	31,323	34,465	31,000	35,000	34,000	3,000	9.7%	(1,000)
Garbage Recycling	2,165	-	1,500	-	750	(750)	-50.0%	750
Total Franchise Fees	761,408	748,401	740,685	746,485	762,350	21,665	2.9%	15,865
Interest								
Bank/Investment Interest	79,926	577,165	450,000	600,000	450,000	-	0.0%	(150,000)
Total Interest	79,926	577,165	450,000	600,000	450,000	-	0.0%	(150,000)

Revenue Type	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Projected	2024-25 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
Permits								
New Residential Permits	227,063	146,456	100,000	160,000	80,000	(20,000)	-20.0%	(80,000)
New Commerical Permits	-	2,592	5,000	5,000	5,000	-	0.0%	-
Remodeling/Additions	37,336	22,312	30,000	30,000	20,000	(10,000)	-33.3%	(10,000)
Other BC and Permits	69,950	58,109	61,000	46,000	50,000	(11,000)	-18.0%	4,000
Contractor Registration	9,995	8,330	9,200	9,200	9,000	(200)	-2.2%	(200)
Food/Health	3,990	3,875	3,875	4,400	4,200	325	8.4%	(200)
Total Permits Costs	348,333	241,674	209,075	254,600	168,200	(40,875)	-19.6%	(86,400)
Animal Control								
Pet Licenses	720	985	640	890	1,000	360	56.3%	110
Pet Impound/Quarantine	210	430	495	995	495	-	0.0%	(500)
Total Animal Control	930	1,415	1,135	1,885	1,495	360	31.7%	(390)
Fines & Forfeitures								
Municipal Court Fines	159,245	191,267	160,000	180,000	190,000	30,000	18.8%	10,000
Municipal Court Security	5,346	5,737	6,000	6,000	6,000	-	0.0%	-
Municipal Court Technology	4,414	4,714	5,000	5,000	5,000	-	0.0%	-
Municipal Court Efficiency	105	408	315	565	450	135	42.9%	(115)
Court Truancy Prevention Fund	5,356	5,793	5,000	5,000	5,700	700	14.0%	700
Municipal Court Jury Fund	107	116	150	150	150	-	0.0%	-
Total Fines & Forfeitures	174,573	208,035	176,465	196,715	207,300	30,835	17.5%	10,585
Fees & Services								
FORU Management	257,566	257,499	210,003	287,474	292,365	82,362	39.2%	4,891
Special Fees	19,131	11,888	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	-	-	-	-	-	-	0.0%	-
Tree Mitigation Fees	-	-	-	159,600	-	-	0.0%	(159,600)
Credit Card Service Fee	10,236	9,707	12,900	11,000	12,900	-	0.0%	1,900
Total Fees & Services	317,082	309,244	278,053	513,224	360,415	82,362	29.6%	(152,809)

Revenue Type	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Projected	2024-25 Proposed	Budget vs Budget	Budget vs Budget %	Budget vs PY Projected
Miscellaneous								
Miscellaneous	15,422	121,167	120,661	120,661	127,280	6,619	5.5%	6,619
City Event Sponsorships	185	850	750	1,480	1,200	450	60.0%	(280)
Sale of Assets	673	16,931	-	-	-	-	0.0%	-
Other Sources - SBITAs	-	193,012	-	-	-	-	0.0%	-
Donations/Grants	1,283,952	310,696	103,600	143,600	88,600	(15,000)	-14.5%	(55,000)
School Guard Crossing Fund	11,261	12,391	10,665	14,165	13,500	2,835	26.6%	(665)
Lease Proceeds	1,582	1,576	1,850	4,234	1,900	50	2.7%	(2,334)
Police Seized Proceeds	777	54,677	-	-	-	-	0.0%	-
Total Miscellaneous	1,313,852	711,301	237,526	284,140	232,480	(5,046)	-2.1%	(51,660)
Transfers								
Capital Replacement	58,907	303,067	272,500	260,000	56,700	(215,800)	-79.2%	(203,300)
Total Transfers	58,907	303,067	272,500	260,000	56,700	(215,800)	-79.2%	(203,300)
Total Resources	10,741,938	11,244,436	10,666,067	11,473,988	11,128,809	462,742	4.3%	(345,179)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
General Fund								
Expenditure Summary								
Personnel								
Salaries	3,358,769	3,915,819	4,435,518	3,954,414	4,891,536	456,018	10.3%	937,122
Overtime	89,651	100,443	43,581	87,363	44,818	1,237	2.8%	(42,545)
Taxes - Social Security	204,231	239,701	275,418	241,704	304,646	29,228	10.6%	62,942
Taxes - Medicare	48,465	56,688	64,947	56,725	71,577	6,630	10.2%	14,852
Taxes SUTA/FUTA	1,390	568	5,454	6,399	7,500	2,046	37.5%	1,101
Workers Compensation	74,812	108,385	114,140	106,300	83,833	(30,307)	-26.6%	(22,467)
Retirement	407,306	482,728	552,703	494,472	629,597	76,894	13.9%	135,125
Health Insurance	497,595	567,474	666,615	535,276	677,832	11,217	1.7%	142,556
Uniform Allowance	21,000	23,500	27,000	22,000	29,000	2,000	7.4%	7,000
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	0
Allowance for Vacancies	-	-	(145,612)	-	(262,797)	(117,185)	80.5%	(262,797)
Total Personnel Costs	4,710,417	5,502,505	6,046,964	5,511,851	6,484,742	437,778	7.2%	972,891
Supplies, Maintenance & Operations								
Supplies and Consumables	28,374	30,367	32,825	34,825	33,275	450	1.4%	(1,550)
Minor Equipment and Furniture	49,740	37,741	46,340	61,126	65,040	18,700	40.4%	3,914
Fuel	67,960	74,201	65,450	68,050	65,500	50	0.1%	(2,550)
Uniforms	20,156	30,013	22,730	27,730	31,605	8,875	39.0%	3,875
Miscellaneous	531	-	-	-	-	-	0.0%	-
Vehicle Maintenance/Repairs	39,402	27,828	35,880	35,880	35,880	-	0.0%	-
Equipment Maintenance/Repairs	13,968	17,632	15,500	15,500	15,500	-	0.0%	-
Building Maintenance/Repairs	26,973	76,344	23,063	52,063	28,063	5,000	21.7%	(24,001)
Landscaping & Greenspace Maintenance	6,373	1,712	15,500	15,500	5,500	(10,000)	-64.5%	(10,000)
Street Maintenance	951,877	894,353	870,000	910,431	930,000	60,000	6.9%	19,569
Drainage Work	1,076	4,940	20,000	20,000	20,000	-	0.0%	-
Committees - Communications	199	82	500	500	500	-	0.0%	-
Committees - Planning & Zoning	58	-	500	500	500	-	0.0%	-
Committee - Board of Adjustments	203	-	500	500	500	-	0.0%	-
Committee - Audit	-	-	500	-	500	-	0.0%	500
Urban Wildlife	-	-	500	500	500	-	0.0%	-

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Court Technology	8,360	-	2,823	-	10,823	8,000	283.4%	10,823
Court Security	2,008	-	6,000	51,338	4,500	(1,500)	-25.0%	(46,838)
Oak Wilt Program	-	-	-	-	15,000	15,000	0.0%	15,000
Tree and Landscape Protection	-	-	-	-	29,750	29,750	0.0%	29,750
City Approved Events	-	-	-	-	4,850	4,850	0.0%	4,850
Emergency Response	-	436,482	500	500	500	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	1,217,258	1,631,694	1,159,111	1,294,943	1,298,286	139,175	12.01%	3,342
Services								
Professional Services	1,213,859	1,298,848	1,457,175	1,537,908	1,371,539	(85,636)	-5.9%	(166,369)
Dues/Subscriptions	14,834	16,482	18,996	21,596	19,466	470	2.5%	(2,130)
Training/Seminars & Related Travel	48,238	56,455	114,005	106,755	120,615	6,610	5.8%	13,860
Meetings and Related Travel	5,621	7,738	22,000	12,300	22,590	590	2.7%	10,290
Elections	-	21,306	32,000	32,000	32,000	-	0.0%	-
Investigations	11,519	4,677	7,000	7,000	6,000	(1,000)	-14.3%	(1,000)
Lease Training	-	-	3,000	3,000	3,000	-	0.0%	-
Asset Forfeiture	-	22,954	-	-	-	-	0.0%	-
Public Relations	24,928	50,927	64,100	64,791	84,100	20,000	31.2%	19,309
Employee Appreciation	12,801	14,420	15,340	15,340	14,760	(580)	-3.8%	(580)
Employment Costs	2,467	2,738	2,675	2,675	2,675	-	0.0%	-
Recording/Reporting/History	5,571	8,651	10,000	10,000	10,000	-	0.0%	-
Tech/Internet/Software	174,317	150,471	309,812	311,975	347,238	37,426	12.1%	35,263
Total Services Costs	1,514,155	1,655,667	2,056,103	2,125,340	2,033,983	(22,120)	-1.08%	(91,357)
Shared Services								
Facility Contracts & Services	80,087	67,745	176,555	134,292	102,470	(74,085)	-42.0%	(31,822)
Postage	3,176	2,434	5,625	5,625	4,125	(1,500)	-26.7%	(1,500)
General Liability Insurance	51,940	58,066	65,000	86,378	90,000	25,000	38.5%	3,622
Electricity	44,754	41,173	44,000	44,000	44,000	-	0.0%	-
Phone/Cable/Alarms	33,947	33,334	41,648	41,648	32,996	(8,652)	-20.8%	(8,652)
Total Shared Services Costs	213,904	202,752	332,828	311,943	273,591	(59,237)	-17.80%	(38,352)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	150,182	519,820	514,111	720,417	215,975	(298,136)	-58.0%	(504,442)
Leases and SBITA's	-	86,078	-	-	-	-	0.0%	-
Transfer to Debt Service Fund 06	-	-	-	-	-	-	0.0%	-
Transfer to SAP Fund 02	1,236,222	3,442,995	813,526	813,526	110,000	(703,526)	-86.5%	(703,526)
Transfer to Equip Repl Fund 31	275,185	354,495	301,945	301,945	373,138	71,193	23.6%	71,193
Total Capital Outlay & Transfers Costs	1,661,589	4,403,388	1,629,582	1,835,888	699,113	(930,469)	-57.10%	(1,136,775)
Total Departmental Budget	9,317,323	13,396,006	11,224,588	11,079,965	10,789,714	(434,874)	-3.87%	(290,251)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Mayor & Council								
Supplies, Maintenance & Operations								
Supplies and Consumables	-	-	-	-	-	-	0.0%	-
Minor Equipment and Furniture	-	-	-	-	-	-	0.0%	-
Fuel	-	-	-	-	-	-	0.0%	-
Uniforms	-	266	350	350	350	-	0.0%	-
Miscellaneous	-	-	-	-	-	-	0.0%	-
Committees - Communications	199	82	500	500	500	-	0.0%	-
Committees - Planning & Zoning	58	-	500	500	500	-	0.0%	-
Committee - Board of Adjustments	203	-	500	500	500	-	0.0%	-
Committee - Audit	-	-	500	-	500	-	0.0%	500
Urban Wildlife	-	-	500	500	500	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	460	348	2,850	2,350	2,850	-	0.0%	500
Services								
Professional Services	-	-	-	-	-	-	0.0%	-
Dues/Subscriptions	2,944	3,068	3,200	3,200	3,245	45	1.4%	45
Training/Seminars & Related Travel	-	-	7,000	3,500	7,000	-	0.0%	3,500
Meetings and Related Travel	3,415	3,642	11,800	5,800	11,800	-	0.0%	6,000
Public Relations	449	586	5,250	5,250	5,250	-	0.0%	-
Total Services Costs	6,808	7,295	27,250	17,750	27,295	45	0.2%	9,545
Total Departmental Budget	7,268	7,643	30,100	20,100	30,145	45	0.1%	10,045

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
City Administration								
Personnel								
Salaries	400,189	414,704	472,019	311,499	457,573	(14,446)	-3.1%	146,074
Overtime	47	85	119	261	124	5	4.2%	(137)
Taxes - Social Security	21,509	23,236	26,986	18,547	27,002	16	0.1%	8,455
Taxes - Medicare	5,731	6,061	6,846	4,534	6,637	(209)	-3.1%	2,103
Taxes SUTA/FUTA	241	35	306	282	398	92	30.1%	116
Workers Compensation	703	1,462	1,424	1,260	991	(433)	-30.4%	(269)
Retirement	47,595	50,596	58,274	39,142	58,379	105	0.2%	19,237
Health Insurance	35,507	29,177	33,807	22,546	33,445	(362)	-1.1%	10,899
Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.0%	0
Allowance for Vacancies	-	-	(2,918)	-	(6,066)	(3,148)	107.9%	(6,066)
Total Personnel Costs	518,723	532,557	604,063	405,270	585,683	(18,380)	-3.0%	180,413
Supplies, Maintenance & Operations								
Supplies and Consumables	651	375	650	650	850	200	30.8%	200
Minor Equipment and Furniture	497	417	1,600	1,789	1,250	(350)	-21.9%	(539)
Fuel	25	25	100	100	150	50	50.0%	50
Uniforms	137	131	250	250	360	110	44.0%	110
Total Supplies, Maintenance & Operations Costs	1,309	948	2,600	2,789	2,610	10	0.4%	(179)
Services								
Professional Services	107,817	116,236	85,040	160,040	105,000	19,960	23.5%	(55,040)
Dues/Subscriptions	4,073	4,607	3,995	3,995	4,318	323	8.1%	323
Training/Seminars & Related Travel	7,914	3,475	17,220	13,720	16,375	(845)	-4.9%	2,655
Meetings and Related Travel	1,093	2,056	5,300	2,800	5,840	540	10.2%	3,040
Employee Appreciation	54	575	250	250	300	50	20.0%	50
Total Services Costs	120,951	126,948	111,805	180,805	131,833	20,028	17.9%	(48,973)
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	27,360	-	-	-	-	-	0.0%	-
Total Capital Outlay & Transfers Costs	27,360	-	-	-	-	-	0.0%	-
Total Departmental Budget	668,343	660,453	718,468	588,864	720,126	1,658	0.2%	131,261

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
City Secretary								
Personnel								
Salaries	139,469	152,779	160,347	160,788	169,172	8,825	5.5%	8,384
Taxes - Social Security	8,098	8,928	9,942	9,622	10,489	547	5.5%	867
Taxes - Medicare	1,894	2,088	2,325	2,250	2,453	128	5.5%	203
Taxes SUTA/FUTA	18	18	180	234	234	54	30.0%	-
Workers Compensation	369	478	484	428	366	(118)	-24.4%	(62)
Retirement	16,337	18,202	19,791	19,586	21,578	1,787	9.0%	1,992
Health Insurance	19,401	19,738	21,360	16,181	18,326	(3,034)	-14.2%	2,145
Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Total Personnel Costs	185,587	202,231	214,429	209,090	222,618	8,189	3.8%	13,528
Supplies, Maintenance & Operations								
Supplies and Consumables	912	1,162	1,200	1,200	950	(250)	-20.8%	(250)
Minor Equipment and Furniture	95	267	400	1,164	200	(200)	-50.0%	(964)
Uniforms	-	87	100	100	100	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	1,007	1,516	1,700	2,464	1,250	(450)	-26.5%	(1,214)
Services								
Professional Services	3,249	2,807	10,889	10,889	11,039	150	1.4%	150
Dues/Subscriptions	671	708	960	960	1,000	40	4.2%	40
Training/Seminars & Related Travel	3,209	6,052	6,180	6,180	6,400	220	3.6%	220
Meetings and Related Travel	178	432	1,500	1,000	1,500	-	0.0%	500
Elections	-	21,306	32,000	32,000	32,000	-	0.0%	-
Employee Appreciation	35	129	100	100	100	-	0.0%	-
Recording/Reporting/History	5,571	8,651	10,000	10,000	10,000	-	0.0%	-
Tech/Internet/Software	-	-	10,930	10,930	10,930	-	0.0%	-
Total Services Costs	12,914	40,085	72,559	72,059	72,969	410	0.6%	910
Total Departmental Budget	199,507	243,831	288,688	283,613	296,837	8,149	2.8%	13,224

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Human Resources and Communications								
Personnel								
Salaries	94,621	117,752	129,503	133,060	178,965	49,462	38.2%	45,905
Taxes - Social Security	5,594	6,996	8,029	7,895	11,096	3,067	38.2%	3,201
Taxes - Medicare	1,308	1,636	1,878	1,846	2,595	717	38.2%	749
Taxes SUTA/FUTA	14	14	135	176	234	99	73.3%	59
Workers Compensation	277	384	391	346	387	(4)	-1.0%	41
Retirement	11,029	14,022	15,984	16,201	22,827	6,843	42.8%	6,626
Health Insurance	8,016	10,083	10,927	10,602	15,396	4,469	40.9%	4,794
Allowance for Vacancies	-	-	-	-	-	-	0.0%	-
Total Personnel Costs	120,858	150,887	166,847	170,126	231,500	64,653	38.7%	61,374
Supplies, Maintenance & Operations								
Supplies and Consumables	4,123	1,330	1,600	1,600	1,900	300	18.8%	300
Minor Equipment and Furniture	5,082	1,414	1,600	1,600	6,400	4,800	300.0%	4,800
Uniforms	178	143	150	150	250	100	66.7%	100
Total Supplies, Maintenance & Operations Costs	9,384	2,887	3,350	3,350	8,550	5,200	155.2%	5,200
Services								
Professional Services	2,795	520	550	550	1,625	1,075	195.5%	1,075
Dues/Subscriptions	1,440	2,269	2,280	4,880	2,175	(105)	-4.6%	(2,705)
Training/Seminars & Related Travel	2,933	3,874	8,875	8,875	10,775	1,900	21.4%	1,900
Meetings and Related Travel	724	826	950	950	1,000	50	5.3%	50
Public Relations	17,912	43,667	50,750	51,441	66,250	15,500	30.5%	14,809
Employee Appreciation	10,343	10,822	12,040	12,040	11,310	(730)	-6.1%	(730)
Employment Costs	2,467	2,738	2,675	2,675	2,675	-	0.0%	-
Tech/Internet/Software	-	150	31,915	34,470	17,902	(14,013)	-43.9%	(16,568)
Total Services Costs	38,614	64,867	110,035	115,881	113,712	3,677	3.3%	(2,169)
Total Departmental Budget	168,855	218,641	280,232	289,357	353,762	73,530	26.2%	64,405

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Finance								
Personnel								
Salaries	150,934	185,120	217,514	187,305	219,106	1,592	0.7%	31,801
Overtime	79	184	157	102	164	7	4.5%	62
Taxes - Social Security	8,658	10,797	13,496	10,743	13,595	99	0.7%	2,852
Taxes - Medicare	2,025	2,525	3,156	2,513	3,179	23	0.7%	666
Taxes SUTA/FUTA	20	26	225	234	293	68	30.2%	59
Workers Compensation	461	699	656	580	474	(182)	-27.7%	(106)
Retirement	17,894	22,183	26,866	22,723	27,968	1,102	4.1%	5,245
Health Insurance	29,012	30,166	37,043	29,566	35,072	(1,971)	-5.3%	5,506
Allowance for Vacancies	-	-	(4,025)	-	-	4,025	-100.0%	-
Total Personnel Costs	209,084	251,701	295,088	253,767	299,851	4,763	1.6%	46,084
Supplies, Maintenance & Operations								
Supplies and Consumables	1,044	714	1,300	1,300	1,300	-	0.0%	-
Minor Equipment and Furniture	106	661	500	500	500	-	0.0%	-
Uniforms	86	96	250	250	250	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	1,235	1,471	2,050	2,050	2,050	-	0.0%	-
Services								
Professional Services	85,399	71,584	75,735	79,335	90,785	15,050	19.9%	11,450
Dues/Subscriptions	1,525	673	410	410	605	195	47.6%	195
Training/Seminars & Related Travel	1,795	4,096	6,100	6,600	6,350	250	4.1%	(250)
Meetings and Related Travel	-	12	400	200	400	-	0.0%	200
Employee Appreciation	156	200	250	250	250	-	0.0%	-
Tech/Internet/Software	-	-	9,740	9,440	10,083	343	3.5%	643
Total Services Costs	88,875	76,565	92,635	96,235	108,473	15,838	17.1%	12,238
Total Departmental Budget	299,194	329,737	389,773	352,052	410,374	20,601	5.3%	58,322

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Information Technology								
Personnel								
Salaries	80,330	86,779	91,101	91,354	96,162	5,061	5.6%	4,808
Taxes - Social Security	4,613	5,039	5,648	5,250	5,962	314	5.6%	712
Taxes - Medicare	1,079	1,179	1,321	1,228	1,394	73	5.5%	166
Taxes SUTA/FUTA	9	9	90	117	117	27	30.0%	-
Workers Compensation	184	274	275	243	208	(67)	-24.4%	(35)
Retirement	9,414	10,339	11,244	11,128	12,265	1,021	9.1%	1,137
Health Insurance	12,312	12,725	13,187	14,637	15,088	1,901	14.4%	451
Total Personnel Costs	107,942	116,344	122,866	123,957	131,196	8,330	6.8%	7,239
Supplies, Maintenance & Operations								
Supplies and Consumables	195	87	200	200	200	-	0.0%	-
Minor Equipment and Furniture	244	247	200	578	200	-	0.0%	(378)
Uniforms	79	92	100	100	100	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	518	426	500	878	500	-	0.0%	(378)
Services								
Professional Services	2,732	909	114,000	114,000	2,000	(112,000)	-98.2%	(112,000)
Dues/Subscriptions	88	88	175	175	388	213	121.4%	213
Training/Seminars & Related Travel	1,367	1,364	4,750	4,000	6,250	1,500	31.6%	2,250
Meetings and Related Travel	-	180	350	350	350	-	0.0%	-
Employee Appreciation	109	109	100	100	100	-	0.0%	-
Tech/Internet/Software	174,317	150,321	184,728	184,728	231,721	46,993	25.4%	46,993
Total Services Costs	178,612	152,970	304,103	303,353	240,809	(63,294)	-20.8%	(62,544)
Shared Services								
Facility Contracts & Services	25,184	18,397	17,461	17,461	18,991	1,530	8.8%	1,530
Phone/Cable/Alarms	33,947	33,334	41,648	41,648	32,996	(8,652)	-20.8%	(8,652)
Total Shared Services Costs	59,132	51,731	59,109	59,109	51,987	(7,122)	-12.0%	(7,122)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	41,066	207,564	20,626	20,048	27,000	6,374	30.9%	6,952
Lease Principal	-	19,213	-	-	-	-	0.0%	-
Lease Interest	-	2,682	-	-	-	-	0.0%	-
SBITA Principal	-	59,762	-	-	-	-	0.0%	-
SBITA Interest	-	3,485	-	-	-	-	0.0%	-
Total Capital Outlay & Transfers Costs	<u>41,066</u>	<u>292,706</u>	<u>20,626</u>	<u>20,048</u>	<u>27,000</u>	<u>6,374</u>	<u>30.9%</u>	<u>6,952</u>
Total Departmental Budget	387,269	614,176	507,204	507,345	451,492	(55,712)	-11.0%	(55,853)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Municipal Court								
Personnel								
Salaries	86,985	102,498	107,605	107,894	113,566	5,961	5.5%	5,672
Overtime	2,177	-	344	300	363	19	5.5%	63
Taxes - Social Security	5,170	5,615	6,693	5,933	7,064	371	5.5%	1,131
Taxes - Medicare	1,209	1,314	1,565	1,387	1,652	87	5.6%	265
Taxes SUTA/FUTA	18	18	180	234	234	54	30.0%	-
Workers Compensation	369	319	325	288	246	(79)	-24.3%	(42)
Retirement	10,487	12,212	13,324	13,167	14,532	1,208	9.1%	1,365
Health Insurance	18,991	27,723	29,433	28,280	29,492	59	0.2%	1,212
Total Personnel Costs	125,407	149,698	159,469	157,482	167,149	7,680	4.8%	9,667
Supplies, Maintenance & Operations								
Supplies and Consumables	1,493	1,516	1,700	1,700	1,700	-	0.0%	-
Minor Equipment and Furniture	291	2,546	1,400	1,778	200	(1,200)	-85.7%	(1,578)
Fuel	-	-	-	-	-	-	0.0%	-
Uniforms	217	32	150	150	150	-	0.0%	-
Court Technology	8,360	-	2,823	-	10,823	8,000	283.4%	10,823
Court Security	2,008	-	6,000	51,338	4,500	(1,500)	-25.0%	(46,838)
Total Supplies, Maintenance & Operations Costs	12,369	4,094	12,073	54,966	17,373	5,300	43.9%	(37,593)
Services								
Professional Services	78,478	94,197	74,590	74,590	73,040	(1,550)	-2.1%	(1,550)
Dues/Subscriptions	70	155	800	800	800	-	0.0%	-
Training/Seminars & Related Travel	2,550	2,513	3,550	3,550	6,650	3,100	87.3%	3,100
Meetings and Related Travel	46	96	300	300	300	-	0.0%	-
Employee Appreciation	-	50	100	100	100	-	0.0%	-
Tech/Internet/Software	-	-	1,092	-	-	(1,092)	-100.0%	-
Total Services Costs	81,144	97,012	80,432	79,340	80,890	458	0.6%	1,550
Total Departmental Budget	218,920	250,804	251,974	291,788	265,412	13,438	5.3%	(26,376)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Public Safety and Emergency Services								
Personnel								
Salaries	1,665,671	2,015,402	2,231,540	2,010,430	2,468,116	236,576	10.6%	457,686
Overtime	74,082	84,341	36,430	76,061	36,588	158	0.4%	(39,473)
Taxes - Social Security	105,650	128,063	140,614	126,341	155,292	14,678	10.4%	28,951
Taxes - Medicare	24,708	29,950	32,886	29,548	36,318	3,432	10.4%	6,770
Taxes SUTA/FUTA	604	281	2,700	3,031	3,627	927	34.3%	596
Workers Compensation	54,276	80,113	82,732	80,098	59,052	(23,680)	-28.6%	(21,046)
Retirement	206,310	252,956	279,794	255,457	319,440	39,646	14.2%	63,983
Health Insurance	247,223	286,570	329,966	263,035	337,907	7,941	2.4%	74,872
Uniform Allowance	21,000	23,500	27,000	22,000	29,000	2,000	7.4%	7,000
Allowance for Vacancies	-	-	(103,920)	-	(206,876)	(102,956)	99.1%	(206,876)
Total Personnel Costs	2,399,524	2,901,175	3,059,742	2,866,001	3,238,464	178,722	5.8%	372,463
Supplies, Maintenance & Operations								
Supplies and Consumables	3,657	3,267	5,000	5,000	4,500	(500)	-10.0%	(500)
Minor Equipment and Furniture	28,511	14,684	26,550	36,983	40,150	13,600	51.2%	3,167
Fuel	46,970	51,124	43,000	43,000	43,000	-	0.0%	-
Uniforms	13,350	20,383	11,550	16,550	18,750	7,200	62.3%	2,200
Vehicle Maintenance/Repairs	25,475	20,114	20,880	20,880	20,880	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	117,963	109,572	106,980	122,413	127,280	20,300	19.0%	4,867
Services								
Professional Services	674,484	715,345	850,171	859,771	945,850	95,679	11.3%	86,079
Dues/Subscriptions	3,076	3,059	4,275	4,275	4,025	(250)	-5.8%	(250)
Training/Seminars & Related Travel	21,399	21,098	24,250	24,250	27,300	3,050	12.6%	3,050
Meetings and Related Travel	-	-	500	-	500	-	0.0%	500
Investigations	11,519	4,677	7,000	7,000	6,000	(1,000)	-14.3%	(1,000)
Lease Training	-	-	3,000	3,000	3,000	-	0.0%	-
Asset Forfeiture	-	22,954	-	-	-	-	0.0%	-
Public Relations	6,567	6,674	8,100	8,100	12,600	4,500	55.6%	4,500
Employee Appreciation	1,149	1,507	1,500	1,500	1,500	-	0.0%	-
Tech/Internet/Software	-	-	43,550	43,550	40,108	(3,442)	-7.9%	(3,442)
Total Services Costs	718,194	775,314	942,346	951,446	1,040,883	98,537	10.5%	89,437

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	-	256,926	247,985	384,542	65,000	(182,985)	-73.8%	(319,542)
Total Capital Outlay & Transfers Costs	-	256,926	247,985	384,542	65,000	(182,985)	-73.8%	(319,542)
Total Departmental Budget	3,235,681	4,042,987	4,357,053	4,324,402	4,471,627	114,574	2.6%	147,225

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Maintenance								
Personnel								
Salaries	303,898	390,621	517,301	470,181	586,805	69,504	13.4%	116,624
Overtime	13,197	14,745	6,004	9,878	7,024	1,020	17.0%	(2,854)
Taxes - Social Security	18,623	23,847	32,445	28,595	36,817	4,372	13.5%	8,222
Taxes - Medicare	4,355	5,577	7,588	6,687	8,611	1,023	13.5%	1,924
Taxes SUTA/FUTA	402	90	990	1,236	1,404	414	41.8%	168
Workers Compensation	14,295	22,176	25,552	21,015	20,254	(5,298)	-20.7%	(761)
Retirement	37,039	48,287	64,589	58,394	75,743	11,154	17.3%	17,349
Health Insurance	70,394	90,832	114,337	87,577	114,175	(162)	-0.1%	26,598
Allowance for Vacancies	-	-	(34,749)	-	(49,855)	(15,106)	43.5%	(49,855)
Total Personnel Costs	462,203	596,174	734,057	683,563	800,978	66,921	9.1%	117,415
Supplies, Maintenance & Operations								
Supplies and Consumables	6,933	6,985	6,000	8,000	8,250	2,250	37.5%	250
Minor Equipment and Furniture	12,499	14,613	12,250	13,194	12,850	600	4.9%	(344)
Fuel	14,931	17,451	15,000	19,000	15,000	-	0.0%	(4,000)
Uniforms	5,028	8,082	7,900	7,900	9,225	1,325	16.8%	1,325
Vehicle Maintenance/Repairs	13,927	7,713	15,000	15,000	15,000	-	0.0%	-
Equipment Maintenance/Repairs	13,968	17,632	15,500	15,500	15,500	-	0.0%	-
Building Maintenance/Repairs	26,973	76,344	23,063	52,063	28,063	5,000	21.7%	(24,001)
Landscaping & Greenspace Maintenance	6,373	1,712	15,500	15,500	5,500	(10,000)	-64.5%	(10,000)
Street Maintenance	19,530	26,527	30,000	30,000	30,000	-	0.0%	-
Drainage	1,076	4,940	20,000	20,000	20,000	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	121,238	181,999	160,213	196,157	159,388	(826)	-0.5%	(36,770)
Services								
Professional Services	4,963	543	200	10,733	200	-	0.0%	(10,533)
Dues/Subscriptions	100	189	932	932	932	-	0.0%	-
Training/Seminars & Related Travel	5,489	6,463	12,700	12,700	15,075	2,375	18.7%	2,375
Meetings and Related Travel	-	249	400	400	400	-	0.0%	-
Employee Appreciation	521	506	500	500	600	100	20.0%	100
Tech/Internet/Software	-	-	21,548	21,548	24,821	3,273	15.2%	3,273
Total Services Costs	11,072	7,951	36,280	46,813	42,028	5,748	15.8%	(4,785)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	81,756	49,300	233,000	307,327	123,975	(109,025)	-46.8%	(183,352)
Total Capital Outlay & Transfers Costs	81,756	49,300	233,000	307,327	123,975	(109,025)	-46.8%	(183,352)
Total Departmental Budget	676,270	835,424	1,163,550	1,233,861	1,126,369	(37,181)	-3.2%	(107,492)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Building Codes and Permits								
Personnel								
Salaries	192,229	157,700	188,147	167,845	242,738	54,591	29.0%	74,893
Overtime	-	-	278	153	454	176	63.3%	301
Taxes - Social Security	11,673	9,417	11,682	9,923	15,078	3,396	29.1%	5,155
Taxes - Medicare	2,730	2,202	2,732	2,321	3,526	794	29.1%	1,205
Taxes SUTA/FUTA	27	36	270	360	468	198	73.3%	108
Workers Compensation	941	1,228	1,042	928	992	(50)	-4.8%	64
Retirement	22,617	18,844	23,256	20,450	31,019	7,763	33.4%	10,569
Health Insurance	27,749	27,385	38,906	32,104	38,876	(30)	-0.1%	6,772
Total Personnel Costs	257,965	216,812	266,313	234,084	333,151	66,838	25.1%	99,067
Supplies, Maintenance & Operations								
Supplies and Consumables	528	476	575	575	675	100	17.4%	100
Minor Equipment and Furniture	1,974	328	750	1,883	2,300	1,550	206.7%	417
Fuel	2,368	1,182	3,900	2,000	5,175	1,275	32.7%	3,175
Uniforms	150	213	530	530	770	240	45.3%	240
Total Supplies, Maintenance & Operations Costs	5,020	2,200	5,755	4,988	8,920	3,165	55.0%	3,932
Services								
Professional Services	16,651	56,687	46,000	28,000	22,000	(24,000)	-52.2%	(6,000)
Dues/Subscriptions	165	1,053	590	590	515	(75)	-12.7%	(75)
Training/Seminars & Related Travel	1,098	2,317	11,100	11,100	6,200	(4,900)	-44.1%	(4,900)
Meetings and Related Travel	-	-	100	100	100	-	0.0%	-
Employee Appreciation	133	111	150	150	200	50	33.3%	50
Tech/Internet/Software	-	-	144	144	155	11	7.6%	11
Total Services Costs	18,047	60,168	58,084	40,084	29,170	(28,914)	-49.8%	(10,914)
Total Departmental Budget	281,031	279,180	330,152	279,156	371,241	41,089	12.4%	92,085

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Engineering and Planning								
Personnel								
Salaries	244,441	292,464	320,441	314,056	359,333	38,892	12.1%	45,277
Overtime	68	1,089	249	609	101	(148)	-59.4%	(508)
Taxes - Social Security	14,644	17,763	19,883	18,856	22,251	2,368	11.9%	3,395
Taxes - Medicare	3,425	4,155	4,650	4,410	5,212	562	12.1%	802
Taxes SUTA/FUTA	38	42	378	495	491	113	29.9%	(4)
Workers Compensation	2,937	1,252	1,259	1,114	863	(396)	-31.5%	(251)
Retirement	28,582	35,088	39,581	38,222	45,846	6,265	15.8%	7,624
Health Insurance	28,989	33,074	37,649	30,749	40,055	2,406	6.4%	9,306
Total Personnel Costs	323,125	384,926	424,090	408,510	474,152	50,062	11.8%	65,642
Supplies, Maintenance & Operations								
Supplies and Consumables	4,348	10,060	11,000	11,000	9,350	(1,650)	-15.0%	(1,650)
Minor Equipment and Furniture	441	2,564	1,090	1,657	990	(100)	-9.2%	(667)
Fuel	3,666	4,419	3,450	3,950	2,175	(1,275)	-37.0%	(1,775)
Uniforms	931	488	1,400	1,400	1,300	(100)	-7.1%	(100)
Street Maintenance	932,348	867,826	840,000	880,431	900,000	60,000	7.1%	19,569
Oak Wilt Program	-	-	-	-	15,000	15,000	0.0%	15,000
Tree and Landscape Protection	-	-	-	-	29,750	29,750	0.0%	29,750
City Approved Events	-	-	-	-	4,850	4,850	0.0%	4,850
Total Supplies, Maintenance & Operations Costs	941,734	885,358	856,940	898,438	963,415	56,875	6.6%	15,377
Services								
Professional Services	237,292	240,020	200,000	200,000	120,000	(80,000)	-40.0%	(80,000)
Dues/Subscriptions	683	615	1,379	1,379	1,464	85	6.2%	85
Training/Seminars & Related Travel	485	5,201	12,280	12,280	12,240	(40)	-0.3%	(40)
Meetings and Related Travel	165	244	400	400	400	-	0.0%	-
Employee Appreciation	301	411	350	350	300	(50)	-14.3%	(50)
Tech/Internet/Software	-	-	6,165	7,165	11,518	5,353	86.8%	4,353
Total Services Costs	238,926	246,492	220,574	221,574	145,922	(74,652)	-33.8%	(75,652)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Capital Outlay & Transfers								
Furniture, Fixtures, Equipment & Vehicles	-	6,030	12,500	8,500	-	(12,500)	-100.0%	(8,500)
Total Capital Outlay & Transfers Costs	-	6,030	12,500	8,500	-	(12,500)	-100.0%	(8,500)
Total Departmental Budget	1,503,785	1,522,806	1,514,104	1,537,022	1,583,489	19,785	1.3%	(3,133)

Expenditure Type	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25	Budget v Adopted	Budget v Budget %	Budget v PY Projected
Non-Departmental and Shared								
Supplies, Maintenance & Operations								
Supplies and Consumables	4,490	4,395	3,600	3,600	3,600	-	0.0%	-
Emergency Response	-	436,482	500	500	500	-	0.0%	-
Total Supplies, Maintenance & Operations Costs	5,021	440,877	4,100	4,100	4,100	-	0.0%	-
Shared Services								
Facility Contracts & Services	54,902	49,348	159,094	116,831	83,479	(75,615)	-47.5%	(33,352)
Postage	3,176	2,434	5,625	5,625	4,125	(1,500)	-26.7%	(1,500)
General Liability Insurance	51,940	58,066	65,000	86,378	90,000	25,000	38.5%	3,622
Electricity	44,754	41,173	44,000	44,000	44,000	-	0.0%	-
Total Shared Services Costs	154,772	151,021	273,719	252,834	221,604	(52,115)	-19.0%	(31,230)
Capital Outlay & Transfers								
Transfer to SAP Fund 02	1,236,222	3,442,995	813,526	813,526	110,000	(703,526)	-86.5%	(703,526)
Transfer to Equip Repl Fund 31	275,185	354,495	301,945	301,945	373,138	71,193	23.6%	71,193
Lease Principal	-	812	-	-	-	-	0.0%	-
Lease Interest	-	124	-	-	-	-	0.0%	-
Total Capital Outlay & Transfers Costs	1,511,407	3,798,426	1,115,471	1,115,471	483,138	(632,333)	-56.7%	(632,333)
Total Departmental Budget	1,671,201	4,390,324	1,393,290	1,372,405	708,842	(684,448)	-49.1%	(663,563)

Governmental Strategic Projects Fund

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25
Beginning Fund Balance	1,073,184	1,407,555	3,269,573	3,269,573	14,498
<u>Revenues:</u>					
Transfer from General Fund	1,236,222	3,442,995	813,526	813,526	110,000
Total Revenue	1,236,222	3,442,995	813,526	813,526	110,000
<u>Reliable and Sustainable Infrastructure</u>					
City Civic Center	-	17,748	-	395,067	-
City Hall Renovation	376,825	321,403	-	340,416	-
Chartwell and Dietz Intersection	352,393	98,126	-	-	-
Post Oak Trail Widening	-	664,506	-	210,494	-
Dietz Elkhorn Reconstruction	-	100,721	309,235	509,429	-
Dietz Elkhorn Sidewalk	-	14,770	300,000	435,230	-
Battle Intense Sidewalk	-	48,912	-	-	-
Drainage CIP #5 Rolling Acres Trail	14,262	48,833	-	222,905	-
Drainage CIP #17 Silver Spur Trail	12,841	28,796	-	-	-
Drainage CIP #34 Tivoli Way	23,428	88,747	-	1,111,253	-
Drainage CIP #37 Turf Paradise Lane	-	93,770	-	-	-
Drainage CIP #61 Rockinghorse Lane	-	29,609	-	-	-
Bond Development Program	52,031	-	-	132,982	-
Drainage CIP #35 Chartwell Lane	-	-	64,829	64,829	-
Drainage CIP #15 Delta Dawn	-	-	245,000	245,000	-
<u>Public Health, Safety, and Welfare</u>					
Public Safety Command Structure Program Review	895	-	-	-	-
Fire Services Program Review	1,128	-	-	73,775	-
Emergency Medical Services Program Review	1,128	-	-	-	-
Fire Station #3 Upgrades	-	-	150,000	150,000	-

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25
<u>Operational Excellence</u>					
Compensation and Benefit Plan Study	-	-	-	-	50,000
Employee Handbook	-	-	-	-	10,000
Communications and Marketing Strategy	27,471	2,068	-	40,071	-
Records Management	3,591	-	-	-	-
IT Infrastructure projects	24,835	-	-	-	-
City Records Digitization Program	-	22,967	-	-	-
Ticketing with GIS compatibility	10,498	-	-	-	-
Fuel Station	-	-	-	97,150	-
3rd Party Scanning	-	-	-	40,000	-
IT Master Plan	-	-	-	-	50,000
<u>Capital Improvement</u>					
Infrastructure	-	-	-	-	-
Furniture and Equipment (City Hall Renovation)	524	-	-	-	-
Total Expenditures	901,851	1,580,977	1,069,064	4,068,601	110,000
Total Change in Fund Balance	334,371	1,862,018	(255,538)	(3,255,075)	-
Ending Fund Balance	1,407,555	3,269,573	3,014,035	14,498	14,498

Vehicle and Equipment Replacement Fund					
	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25
Beginning Fund Balance	872,769	1,089,047	1,140,475	1,140,475	1,183,476
<u>Revenues:</u>					
Transfer from General Fund	275,185	354,495	301,945	301,945	373,138
Total Revenue	275,185	354,495	301,945	301,945	373,138
<u>Transfers</u>					
Transfer to General Fund for Purchases	58,907	303,067	260,000	258,944	56,700
Total Expenditures	58,907	303,067	260,000	258,944	56,700
Revenue Over / (Under) Expenditures	216,278	51,428	41,945	43,001	316,438
Beginning Fund Balance	1,089,047	1,140,475	1,182,420	1,183,476	1,499,914

Scheduled Replacements:	
2025 Ford Explorer	20,700
2024 Ford Ranger 4x4	30,000
Walk In Cooler	6,000
	<u>56,700</u>

Debt Service Fund					
	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25
Beginning Fund Balance	44,337	52,658	77,976	77,976	87,989
<u>Revenues:</u>					
General Property-I & S	545,404	568,287	539,997	552,076	1,074,000
Delinquent Property	8,161	2,728	3,500	3,500	3,500
Penalty & Interest	3,932	2,003	2,500	2,500	2,500
Interest Income on Investments	409	4,829	3,500	5,500	7,000
Total Revenue	557,906	577,848	549,497	563,576	1,087,000
<u>Expenditures:</u>					
Bond Principal	450,000	460,000	470,000	470,000	1,000,000
Bond Interest Payable	99,185	92,130	83,163	83,163	160,581
Bond Agent Fees	400	400	400	400	400
Total Expenditures	549,585	552,530	553,563	553,563	1,160,981
Revenue Over / (Under) Expenditures	8,321	25,318	(4,066)	10,013	(73,981)
Ending Fund Balance	52,658	77,976	73,910	87,989	14,008

Bond Capital Fund					
	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed 2024-25
Beginning Fund Balance	-	-	-	-	-
<u>Revenues:</u>					
Bond Proceeds	-	-	-	-	3,835,000
Bond Premium	-	-	-	-	-
Interest Income	-	-	-	-	17,000
Total Revenue	-	-	-	-	3,852,000
<u>Expenditures:</u>					
Dietz Elkhorn Rdwy Incidentals	-	-	-	-	-
Dietz Elkhorn Rdwy Construction	-	-	-	-	2,093,922
Rolling Acres Rdwy Incidentals	-	-	-	-	-
Rolling Acres Rdwy Construction	-	-	-	-	-
Ammann Rdwy Incidentals	-	-	-	-	-
Ammann Rdwy Construction	-	-	-	-	439,699
Battle Intense Rdwy Incidentals	-	-	-	-	-
Battle Intense Rdwy Construction	-	-	-	-	420,000
Drainage CIP #35 Chartwell Lane	-	-	-	-	-
Drainage CIP #2 8472 Rolling Acres Trail	-	-	-	-	67,600
Drainage CIP #4 8040 Rolling Acres Trail	-	-	-	-	67,600
Drainage CIP #42 Vestal Park Culvert	-	-	-	-	113,844
Total Expenditures	-	-	-	-	3,202,665
Revenue Over / (Under) Expenditures	-	-	-	-	649,335
Ending Fund Balance	-	-	-	-	649,335

Consolidated Utility Funds Budget by Division Summary Budget

	Water	Wastewater	Equipment Replacement Fund	Utility Fund Total
Utility Operating Revenues	4,296,696	1,713,153	-	6,009,849
Utility Operating Expenses				
Personnel	1,076,071	1,108,114	-	2,184,184
Supplies, Maintenance & Operations	2,555,858	584,631	-	3,140,489
Services	315,786	74,200	-	389,986
Total Utility Operating Expenses	<u>3,947,715</u>	<u>1,766,944</u>	-	<u>5,714,660</u>
Operating Income/(Loss)	<u>348,981</u>	<u>(53,791)</u>	-	<u>295,189</u>
Non-Operating Revenues (Expenses)				
Non-Operating Revenues	1,440,889	790,630	-	2,231,519
Capital Outlay	(3,254,305)	(657,938)	-	(3,912,242)
Depreciation	(550,000)	(270,600)	-	(820,600)
Asset Transfer for GAAP	3,254,305	657,938	-	3,912,242
Bond Interest Costs	(37,446)	(16,629)	-	(54,075)
Transfers Out	(3,503,835)	(892,000)	-	(4,395,835)
Transfers In	<u>3,389,835</u>	<u>825,000</u>	<u>181,000</u>	<u>4,395,835</u>
Total Non-Operating Revenue (Expenses)	739,443	436,401	181,000	1,356,844
Net Income/(Loss)	1,088,424	382,610	181,000	1,652,033

Consolidated Utility Budget by Fund Summary

	Water Operations	Wastewater Operations	Water SAP	Wastewater SAP	Utility Equip. Repl	Utility Fund Total
Utility Operating Revenues	4,296,696	1,713,153				6,009,849
Utility Operating Expenses						
Personnel	1,076,071	1,108,114				2,184,184
Supplies, Maintenance & Operations	2,555,858	584,631				3,140,489
Services	315,786	74,200				389,986
Total Utility Operating Expenses	3,947,715	1,766,944	-	-	-	5,714,660
Operating Income/(Loss)	348,981	(53,791)	-	-	-	295,189
Non-Operating Revenues (Expenses)						
Non-Operating Revenues	1,440,889	790,630				2,231,519
Capital Outlay	(67,938)	(7,938)	(3,186,367)	(650,000)		(3,912,242)
Depreciation	(550,000)	(270,600)				(820,600)
Asset Transfer for GAAP	3,254,305	657,938				3,912,242
Debt Service Costs	(37,446)	(16,629)				(54,075)
Transfers Out	(3,503,835)	(892,000)			-	(4,395,835)
Transfers In	-	-	3,389,835	825,000	181,000	4,395,835
Total Non-Operating Revenue (Expenses)	535,975	261,401	203,468	175,000	181,000	1,356,844
Net Income/(Loss)	884,956	207,610	203,468	175,000	181,000	1,652,033

Utility Funds Net Position

	Actual 9/30/2023	Projected FY 2023-24	Projected 9/30/2024	Budget FY 2024-25	Budget 9/30/2025
Net investment in Capital Assets	9,550,921	3,013,010	12,563,931	646,988	13,210,919
<u>Unrestricted Net Position</u>					
Contribution in Aid - EST	401,583	(156,822)	244,761	-	244,761
Water Capital	996,336	(512,332)	484,004	203,468	687,472
Wastewater Capital	1,250,609	(627,338)	623,271	175,000	798,271
Operating Reserve	4,337,118	(267,775)	4,069,343	(573,010)	3,496,334
Debt Service Reserve	336,514	(3,232)	333,282	1,018,587	1,351,869
Equipment Replacement Fund	876,126	(345,885)	530,241	181,000	711,241
Total Unrestricted	8,198,286	(1,913,384)	6,284,903	1,005,045	7,289,948
Total Net Position	<u>17,749,207</u>	<u>1,099,627</u>	<u>18,848,834</u>	<u>1,652,033</u>	<u>20,500,867</u>

Water Utility Fund Summary Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Water Operating Revenues	4,319,040	4,373,143	3,452,804	4,234,804	4,296,696	843,892	24.4%	61,892
Water Operating Expenses								
Personnel	891,323	922,626	1,039,193	947,423	1,076,071	36,878	3.5%	128,648
Supplies, Maintenance & Operations	2,002,730	2,373,247	2,438,840	2,570,827	2,555,858	117,018	4.8%	(14,969)
Services	361,114	195,053	117,142	127,348	315,786	198,644	169.6%	188,438
Total Water Operating Expenses	3,255,166	3,490,925	3,595,175	3,645,598	3,947,715	352,540	9.8%	302,117
Operating Income	1,063,874	882,217	(142,371)	589,206	348,981	491,352	-345.1%	(240,225)
Non-Operating Revenues (Expenses)								
Non-Operating Revenues	862,078	785,414	766,740	1,026,740	1,440,889	674,149	87.9%	414,149
Capital Outlay	(62,998)	(185,948)	(552,500)	(670,783)	(67,938)	484,563	-87.7%	602,846
Depreciation	(498,557)	(547,243)	(508,075)	(508,075)	(550,000)	(41,925)	8.3%	(41,925)
Asset Transfer for GAAP	641,967	379,271	792,500	1,562,322	3,254,305	2,461,805	310.6%	1,691,982
Debt Service Expense	(18,842)	(16,141)	(13,873)	(13,873)	(37,446)	(23,574)	169.9%	(23,574)
Transfers Out	(605,716)	(394,794)	(383,815)	(583,815)	(3,503,835)	(3,120,020)	812.9%	(2,920,020)
Transfers In	62,998	100,941	110,000	196,742	-	(110,000)	-100.0%	(196,742)
Total Non-Operating Revenues (Expenses)	380,931	121,500	210,978	1,009,259	535,975	324,997	154.0%	(473,284)
Net Income/(Loss)	1,444,805	1,003,718	68,607	1,598,465	884,956	816,349	1189.9%	(713,509)

Water Utility Fund Revenue Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Water Operating Revenues								
Water Revenue Residential	3,774,441	3,754,870	2,928,832	3,678,832	3,736,048	807,216	27.6%	57,216
Water Revenue Commercial	159,633	175,338	168,665	168,665	180,094	11,429	6.8%	11,429
Water Contract Commercial	172,604	177,354	177,354	177,354	177,354	-	0.0%	-
Water Revenue Non Potable	78,477	65,998	77,500	77,500	74,000	(3,500)	-4.5%	(3,500)
Water Service Connect Fees	39,770	18,975	25,000	32,500	30,000	5,000	20.0%	(2,500)
Water Penalties	46,768	47,840	34,753	49,753	48,000	13,247	38.1%	(1,753)
Water-Bad Debts	(27)	(1,848)	(500)	(8,000)	(4,000)	(3,500)	700.0%	4,000
Misc./Special Requests	103	90,640	500	500	500	-	0.0%	-
Third Party Reimbursement	13,353	8,300	8,500	3,500	3,500	(5,000)	-58.8%	-
Permits/Variations	1,175	475	1,200	1,200	1,200	-	0.0%	-
Credit Card Service Fee	32,743	35,201	31,000	53,000	50,000	19,000	61.3%	(3,000)
Total Operating Revenues	4,319,040	4,373,143	3,452,804	4,234,804	4,296,696	843,892	24.4%	61,892
Water Non-Operating Revenues								
Water Debt Service	283,245	285,467	282,791	282,791	936,054	653,263	231.0%	653,263
Water Capital	256,178	258,188	283,949	283,949	104,835	(179,114)	-63.1%	(179,114)
Water Impact Fees	293,506	69,871	50,000	250,000	200,000	150,000	300.0%	(50,000)
Water Interest Income	29,150	182,402	150,000	210,000	200,000	50,000	33.3%	(10,000)
Sale of Assets	-	(10,514)	-	-	-	-	0.0%	-
Total Non-Operating Revenues	862,078	785,414	766,740	1,026,740	1,440,889	674,149	87.9%	414,149
Total Water Revenues	5,181,118	5,158,557	4,219,544	5,261,544	5,737,585	1,518,041	36.0%	476,041

**Water Utility Fund Operating Expense
Proposed Budget**

Item #15.

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Operating Expenses								
Service Salaries	261,096	231,245	294,770	240,007	295,212	442	0.1%	55,205
Service Overtime	8,102	10,820	8,102	9,134	8,093	(9)	-0.1%	(1,041)
Service Taxes - FICA	15,744	14,264	18,778	14,868	18,805	27	0.1%	3,937
Service Taxes - MEDICARE	3,682	3,336	4,392	3,480	4,398	6	0.1%	918
Service Workers' Comp	7,505	9,614	10,082	9,215	7,226	(2,856)	-28.3%	(1,989)
Service Taxes - SUTA/FUTA	140	45	518	640	644	126	24.3%	4
Service Retirement	31,443	39,392	37,382	30,552	38,686	1,304	3.5%	8,134
Service Insurance	48,734	45,719	60,093	51,388	51,205	(8,888)	-14.8%	(183)
Water Service OPEB	-	(131)	-	-	-	-	0.0%	-
Water Service Allowance for Vacancies	-	-	(14,738)	-	(20,000)	(5,262)	35.7%	(20,000)
Administration Salaries	389,286	414,212	465,943	447,685	118,276	(347,667)	-74.6%	(329,409)
Administration Overtime	181	597	186	262	62	(124)	-66.7%	(200)
Administration Taxes - FICA	21,781	24,603	28,783	26,403	7,261	(21,522)	-74.8%	(19,142)
Administration Taxes - MEDICARE	5,132	5,787	6,759	6,182	1,716	(5,043)	-74.6%	(4,466)
Administration Workers' Comp	1,847	1,527	1,462	1,278	256	(1,206)	-82.5%	(1,022)
Administration Taxes - SUTA/FUTA	81	58	504	628	181	(323)	-64.1%	(447)
Administration Retirement	43,758	68,289	57,532	54,455	15,094	(42,438)	-73.8%	(39,361)
Administration Insurance	52,810	53,476	62,703	51,245	15,759	(46,944)	-74.9%	(35,486)
Administration OPEB	-	(227)	-	-	-	-	0.0%	-
Administration Allowance for Vacancies	-	-	(4,058)	-	-	4,058	-100.0%	-
HR & Communications Salaries	-	-	-	-	89,482	89,482	0.0%	89,482
HR & Communications Overtime	-	-	-	-	-	-	0.0%	-
HR & Communications Taxes - FICA	-	-	-	-	5,548	5,548	0.0%	5,548
HR & Communications Taxes - MEDICARE	-	-	-	-	1,297	1,297	0.0%	1,297
HR & Communications Workers' Comp	-	-	-	-	194	194	0.0%	194
HR & Communications Taxes - SUTA/FUTA	-	-	-	-	117	117	0.0%	117
HR & Communications Retirement	-	-	-	-	11,413	11,413	0.0%	11,413
HR & Communications Insurance	-	-	-	-	7,698	7,698	0.0%	7,698
Finance Salaries	-	-	-	-	109,553	109,553	0.0%	109,553
Finance Overtime	-	-	-	-	82	82	0.0%	82
Finance Taxes - FICA	-	-	-	-	6,797	6,797	0.0%	6,797
Finance Taxes - MEDICARE	-	-	-	-	1,590	1,590	0.0%	1,590
Finance Workers' Comp	-	-	-	-	237	237	0.0%	237
Finance Taxes - SUTA/FUTA	-	-	-	-	146	146	0.0%	146

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget Projected	Item #15.
Finance Retirement	-	-	-	-	13,984	13,984	0.0%	13,984	
Finance Insurance	-	-	-	-	17,536	17,536	0.0%	17,536	
Information Technology Salaries	-	-	-	-	48,081	48,081	0.0%	48,081	
Information Technology Taxes - FICA	-	-	-	-	2,981	2,981	0.0%	2,981	
Information Technology Taxes - MEDICARE	-	-	-	-	697	697	0.0%	697	
Information Technology Workers' Comp	-	-	-	-	104	104	0.0%	104	
Information Technology Taxes - SUTA/FUTA	-	-	-	-	59	59	0.0%	59	
Information Technology Retirement	-	-	-	-	6,133	6,133	0.0%	6,133	
Information Technology Insurance	-	-	-	-	7,544	7,544	0.0%	7,544	
Engineering & Planning Salaries	-	-	-	-	137,980	137,980	0.0%	137,980	
Engineering & Planning Overtime	-	-	-	-	51	51	0.0%	51	
Engineering & Planning Taxes - FICA	-	-	-	-	8,541	8,541	0.0%	8,541	
Engineering & Planning Taxes - MEDICARE	-	-	-	-	2,001	2,001	0.0%	2,001	
Engineering & Planning Workers' Comp	-	-	-	-	341	341	0.0%	341	
Engineering & Planning Taxes - SUTA/FUTA	-	-	-	-	181	181	0.0%	181	
Engineering & Planning Retirement	-	-	-	-	17,606	17,606	0.0%	17,606	
Engineering & Planning Insurance	-	-	-	-	15,223	15,223	0.0%	15,223	
Uniforms	5,145	6,453	7,110	7,110	6,718	(393)	-5.5%	(393)	
Power	191,985	158,995	150,000	150,000	150,000	-	0.0%	-	
Maintenance of Plants/Lines	112,433	143,895	120,000	150,000	120,000	-	0.0%	(30,000)	
Analysis Fees	11,132	10,672	9,000	9,000	12,000	3,000	33.3%	3,000	
Chemicals	5,375	6,428	3,500	6,500	6,500	3,000	85.7%	-	
City Management Fee	209,258	208,678	167,618	205,118	208,375	40,757	24.3%	3,257	
Equipment Maintenance	19,938	6,235	15,900	15,900	17,100	1,200	7.5%	1,200	
Equipment Gas & Oil	13,843	15,477	15,000	15,000	15,000	-	0.0%	-	
GBRA Water Fees	1,205,020	1,532,440	1,557,453	1,530,953	1,591,970	34,517	2.2%	61,017	
Equipment Lease	1,337	2,409	1,000	1,000	300	(700)	-70.0%	(700)	
Tools & Minor Equipment	5,495	11,997	11,125	13,125	12,125	1,000	9.0%	(1,000)	
Training	9,415	10,774	24,638	20,638	25,563	925	3.8%	4,925	
Utilities & Radio	23,118	21,171	27,705	27,705	30,600	2,895	10.4%	2,895	
Signal & Telemetry	162	34	1,536	-	-	(1,536)	-100.0%	-	
Water Building Maintenance	4,881	6,627	11,380	11,380	11,380	-	0.0%	-	
Supplies & Consumables	2,236	3,335	2,200	4,200	3,700	1,500	68.2%	(500)	
Vehicle Maintenance/Repair	3,858	6,165	6,500	6,500	6,500	-	0.0%	-	

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v Projected
Water Inventory Adjustment	2,755	-	-	-	-	-	0.0%	-
Utilities & Telephone	9,234	9,494	9,189	9,189	9,189	-	0.0%	-
Dues & Publications	669	1,185	2,281	2,281	2,786	505	22.1%	505
Water Professional Services	354,625	184,751	106,581	116,581	305,044	198,463	186.2%	188,463
Permit & Licenses	8,441	8,227	8,883	8,883	8,936	53	0.6%	53
General Liability Insurance	25,495	28,127	32,500	34,714	45,000	12,500	38.5%	10,286
Office Supplies	709	2,539	3,244	3,244	3,244	-	0.0%	-
Travel & Meetings	750	3,094	4,250	2,750	1,250	(3,000)	-70.6%	(1,500)
Software & Computer	84,720	117,204	202,267	260,227	222,876	20,609	10.2%	(37,351)
Recording/Reporting	627	154	500	500	500	-	0.0%	-
Postage	595	611	938	938	689	(249)	-26.5%	(249)
Building/Equip Maintenance	88	-	150	-	150	-	0.0%	150
Conservation Ed & Newsletter	-	-	1,370	1,370	1,370	-	0.0%	-
Billing Statement Charges	3,567	3,839	3,400	3,900	3,700	300	8.8%	(200)
Billing Postage	8,890	10,462	8,500	9,000	8,800	300	3.5%	(200)
Copier Lease	1,745	1,673	1,954	1,954	1,789	(165)	-8.4%	(165)
Public Relations	2,937	4,431	4,000	4,206	4,250	250	6.3%	44
Employment Costs	324	809	1,330	1,330	1,337	7	0.6%	7
Employee Appreciation	3,228	5,062	5,231	5,231	5,155	(76)	-1.5%	(76)
Water Miscellaneous	226	-	250	250	250	-	0.0%	-
Credit Card Service Fee	29,587	34,853	27,500	57,500	27,500	-	0.0%	(30,000)
Total Operating Expenses	3,255,166	3,490,925	3,595,175	3,645,598	3,947,715	352,540	9.8%	302,117

Water Utility Fund
Capital, Debt and Non-Cash Expenses
Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Capital Outlays								
Operational Capital	-	78,788	257,500	319,868	60,000	(197,500)	-76.7%	(259,868)
Water Vehicle and Equipment Purchases	62,998	107,160	295,000	350,915	7,938	(287,063)	-97.3%	(342,977)
Total Capital Outlays	62,998	185,948	552,500	670,783	67,938	(484,563)	-87.7%	(602,846)
Debt Service								
Bond Water Issuance Fees	-	-	-	-	-	-	0.0%	-
Bond Interest Cost	18,842	16,141	13,873	13,873	37,446	23,574	169.9%	23,574
Tax Exempt Lease Interest	-	-	-	-	-	-	0.0%	-
Total Debt Service	18,842	16,141	13,873	13,873	37,446	23,574	169.9%	23,574
Non-Cash Adjustments								
Transfer to Veh/Equip Replace Fund	56,032	66,735	49,866	49,866	114,000	64,134	128.6%	64,134
Transfer to Water Capital Fund	549,684	328,059	333,949	533,949	3,389,835	3,055,886	915.1%	2,855,886
Transfer from ERF	(62,998)	(100,941)	(110,000)	(196,742)	-	110,000	-100.0%	196,742
Transfer of Assets to Balance Sheet	(641,967)	(379,271)	(792,500)	(1,562,322)	(3,254,305)	(2,461,805)	310.6%	(1,691,982)
Water Service Depreciation	498,557	547,243	508,075	508,075	550,000	41,925	8.3%	41,925
Total Non-Cash Adjustments	399,307	461,825	(10,610)	(667,174)	799,531	810,141	-7635.5%	1,424,780
Total Non-Operating Expenses	481,147	663,914	555,762	17,481	904,914	349,152	62.8%	845,508

Water Strategic and Capital Funds					
	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25
Beginning Fund Balance	1,443,116	1,339,728	1,397,919	1,397,919	728,765
<u>Resources:</u>					
Transfer from Utility Fund	549,684	328,059	333,949	533,949	3,389,835
Total Transfers	549,684	328,059	333,949	533,949	3,389,835
<u>Capital Projects</u>					
Master Water/Wastewater Plan	-	-	-	-	-
Elevated Storage Tank	5,310	14,480	-	161,833	-
Plant 2 Hydro Tank & Variable Drives	547,297	7,065	-	-	-
Creek Crossing West Waterline	18,281	146,112	-	-	-
Elmo Davis Upgrades	-	-	-	-	-
Plant 5 Expansion	-	5,856	-	223,643	1,320,800
Scada Systems Upgrade	43,215	-	-	-	-
GIS Compatible Work Order System	631	-	-	-	-
Willow Wind/Red Bud Hill	-	35,836	-	34,869	879,807
Old Fredericksburg Rd	8,080	25,858	-	266,063	270,400
Rolling Acres Trail Rehab	-	30,011	-	36,783	610,941
Well 27 Upgrades	-	-	60,000	60,000	-
Well 31 Upgrades	-	-	60,000	60,000	-
Well 25 Upgrades	-	-	60,000	60,000	-
Well 28 Upgrades	-	-	60,000	60,000	-
Cibolo Creek Waterline Relocation	-	-	-	239,912	-
Upgrade Plant 3 Electrical	-	-	-	-	74,419
SAWS Emergency Interconnect	-	-	-	-	30,000
<u>Non-Capital Projects</u>					
Water Rate Study	19,930	4,649	-	-	-
Impact Rate Study	-	-	-	-	-
Project Development	-	-	-	-	-
Water System EPA Risk Assessment	10,326	-	-	-	-
Total Expenditures	653,072	269,867	240,000	1,203,103	3,186,367
Total Change in Fund Balance	(103,388)	58,192	93,949	(669,154)	203,468
Ending Fund Balance	1,339,728	1,397,919	1,491,868	728,765	932,233

Wastewater Utility Fund Summary Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Wastewater Operating Revenues	2,244,531	990,913	1,799,660	1,680,410	1,713,153	(86,507)	-4.8%	32,743
Wastewater Operating Expenses								
Personnel	849,914	931,809	1,022,211	1,008,152	1,108,114	85,903	8.4%	99,962
Supplies, Maintenance & Operations	706,247	579,299	543,513	598,555	584,631	41,118	7.6%	(13,924)
Services	65,036	51,168	67,592	67,792	74,200	6,608	9.8%	6,408
Total Wastewater Operating Expenses	1,621,196	1,562,276	1,633,316	1,674,499	1,766,944	133,628	8.2%	92,445
Operating Income	623,335	(571,363)	166,344	5,911	(53,791)	(220,135)	-132.3%	(59,702)
Non-Operating Revenues (Expenses)								
Non-Operating Revenues	371,265	364,567	343,992	553,992	790,630	446,638	129.8%	236,638
Capital Outlay	(45,013)	(21,860)	(237,500)	(370,892)	(7,938)	229,563	-96.7%	362,955
Depreciation	(261,466)	(259,967)	(270,600)	(270,600)	(270,600)	-	0.0%	-
Asset Transfer for GAAP	169,520	1,074,201	237,500	1,335,351	657,938	420,438	177.0%	(677,414)
Debt Service Expense	(3,589)	(3,075)	(2,642)	(2,642)	(16,629)	(13,987)	529.4%	(13,987)
Transfers Out	(1,538,742)	(191,994)	(180,848)	(330,848)	(892,000)	(711,152)	393.2%	(561,152)
Transfers In	56,055	-	102,500	239,942	-	(102,500)	-100.0%	(239,942)
Total Non-Operating Revenues (Expenses)	(1,251,970)	961,872	(7,598)	1,154,303	261,401	268,999	-3540.4%	(892,902)
Net Income/(Loss)	(628,635)	390,509	158,746	1,160,214	207,610	48,864	30.8%	(952,604)

Wastewater Utility Fund Revenue Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Wastewater Operating Revenues								
Sewer Revenue Residential	961,737	971,993	1,709,775	1,609,775	1,641,971	(67,804)	-4.0%	32,196
Sewer Revenue Commercial	4,418	4,418	58,345	37,345	37,832	(20,513)	-35.2%	487
Sewer Service Connect Fee	25,900	7,700	23,000	23,000	25,000	2,000	8.7%	2,000
Sewer Penalties	8,258	7,211	8,438	11,438	9,000	562	6.7%	(2,438)
Sewer Bad Debt	(18)	(492)	(250)	(1,500)	(1,000)	(750)	300.0%	500
Sewer Grant Revenue	1,244,133	-	-	-	-	-	0.0%	-
Misc/Special Requests	103	83	352	352	350	(2)	-0.6%	(2)
Third Party Reimbursement	-	-	-	-	-	-	0.0%	-
Total Operating Revenues	2,244,531	990,913	1,799,660	1,680,410	1,713,153	(86,507)	-4.8%	32,743
Wastewater Non-Operating Revenues								
Sewer Debt Service	54,320	54,911	54,077	54,077	415,630	361,553	668.6%	361,553
Sewer Capital	97,305	98,362	107,915	107,915	-	(107,915)	-100.0%	(107,915)
Sewer Impact Fee	193,727	34,392	32,000	182,000	175,000	143,000	446.9%	(7,000)
Sewer Interest Income	25,913	176,193	150,000	210,000	200,000	50,000	33.3%	(10,000)
Sale of Assets	-	708	-	-	-	-	0.0%	-
Total Non-Operating Revenues	371,265	364,567	343,992	553,992	790,630	446,638	129.8%	236,638
Total Wastewater Revenues	2,615,796	1,355,479	2,143,652	2,234,402	2,503,783	273,624	12.8%	302,124

**Wastewater Utility Fund Operating Expense
Proposed Budget**

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Operating Expenses								
Service Salaries	238,049	260,093	306,118	309,279	337,168	31,050	10.1%	27,889
Service Overtime	9,116	12,031	8,430	9,622	9,303	873	10.4%	(319)
Service Taxes - FICA	14,757	16,082	19,502	19,209	21,481	1,979	10.1%	2,272
Service Taxes - Medicare	3,451	3,761	4,561	4,495	5,024	463	10.2%	529
Service Workers' Comp	8,377	9,808	10,457	9,543	8,223	(2,234)	-21.4%	(1,320)
Service Taxes - SUTA/FUTA	136	49	518	699	702	184	35.5%	3
Service Retirement	28,858	43,367	38,823	38,834	44,192	5,369	13.8%	5,358
Service Insurance	39,252	40,267	51,630	50,696	56,279	4,649	9.0%	5,583
Sewer Service OPEB	-	(144)	-	-	-	-	0.0%	-
Sewer Service Allowance for Vacancies	-	-	(15,305)	-	(20,000)	(4,695)	30.7%	(20,000)
Administration Salaries	384,087	396,754	447,540	429,233	118,276	(329,264)	-73.6%	(310,957)
Administration Overtime	181	597	186	262	62	(124)	-66.7%	(200)
Administration Taxes - FICA	21,267	23,517	27,642	25,214	7,261	(20,381)	-73.7%	(17,953)
Administration Taxes - Medicare	5,010	5,531	6,492	5,913	1,716	(4,776)	-73.6%	(4,197)
Administration Workers' Comp	1,322	1,470	1,407	1,230	256	(1,151)	-81.8%	(974)
Administration Taxes - SUTA/FUTA	78	55	477	593	181	(296)	-62.1%	(412)
Administration Retirement	42,776	65,425	55,261	52,206	15,094	(40,167)	-72.7%	(37,112)
Administration Insurance	53,196	53,361	62,530	51,124	15,759	(46,771)	-74.8%	(35,365)
Administration OPEB	-	(217)	-	-	-	-	0.0%	-
Administration Allowance for Vacancies	-	-	(4,058)	-	-	4,058	-100.0%	-
HR & Communications Salaries	-	-	-	-	89,482	89,482	0.0%	89,482
HR & Communications Overtime	-	-	-	-	-	-	0.0%	-
HR & Communications Taxes - FICA	-	-	-	-	5,548	5,548	0.0%	5,548
HR & Communications Taxes - MEDICARE	-	-	-	-	1,297	1,297	0.0%	1,297
HR & Communications Workers' Comp	-	-	-	-	194	194	0.0%	194
HR & Communications Taxes - SUTA/FUTA	-	-	-	-	117	117	0.0%	117
HR & Communications Retirement	-	-	-	-	11,413	11,413	0.0%	11,413
HR & Communications Insurance	-	-	-	-	7,698	7,698	0.0%	7,698
Finance Salaries	-	-	-	-	109,553	109,553	0.0%	109,553
Finance Overtime	-	-	-	-	82	82	0.0%	82
Finance Taxes - FICA	-	-	-	-	6,797	6,797	0.0%	6,797
Finance Taxes - MEDICARE	-	-	-	-	1,590	1,590	0.0%	1,590
Finance Workers' Comp	-	-	-	-	237	237	0.0%	237

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget Projected
Finance Taxes - SUTA/FUTA	-	-	-	-	146	146	0.0%	146
Finance Retirement	-	-	-	-	13,984	13,984	0.0%	13,984
Finance Insurance	-	-	-	-	17,536	17,536	0.0%	17,536
Information Technology Salaries	-	-	-	-	48,081	48,081	0.0%	48,081
Information Technology Overtime	-	-	-	-	-	-	0.0%	-
Information Technology Taxes - FICA	-	-	-	-	2,981	2,981	0.0%	2,981
Information Technology Taxes - MEDICARE	-	-	-	-	697	697	0.0%	697
Information Technology Workers' Comp	-	-	-	-	104	104	0.0%	104
Information Technology Taxes - SUTA/FUTA	-	-	-	-	59	59	0.0%	59
Information Technology Retirement	-	-	-	-	6,133	6,133	0.0%	6,133
Information Technology Insurance	-	-	-	-	7,544	7,544	0.0%	7,544
Engineering & Planning Salaries	-	-	-	-	118,551	118,551	0.0%	118,551
Engineering & Planning Overtime	-	-	-	-	51	51	0.0%	51
Engineering & Planning Taxes - FICA	-	-	-	-	7,336	7,336	0.0%	7,336
Engineering & Planning Taxes - MEDICARE	-	-	-	-	1,720	1,720	0.0%	1,720
Engineering & Planning Workers' Comp	-	-	-	-	299	299	0.0%	299
Engineering & Planning Taxes - SUTA/FUTA	-	-	-	-	146	146	0.0%	146
Engineering & Planning Retirement	-	-	-	-	15,128	15,128	0.0%	15,128
Engineering & Planning Insurance	-	-	-	-	12,633	12,633	0.0%	12,633
Uniforms	5,438	5,745	5,335	5,335	4,955	(380)	-7.1%	(380)
Power	42,770	41,204	40,000	40,000	40,000	-	0.0%	-
Maintenance Of Plant/ Lines	64,643	40,587	50,000	131,448	60,000	10,000	20.0%	(71,448)
Sludge Hauling	323,451	187,193	25,000	-	25,000	-	0.0%	25,000
Analysis Fees	18,248	27,608	27,000	28,500	27,000	-	0.0%	(1,500)
Chemicals	14,614	23,532	32,500	34,000	33,600	1,100	3.4%	(400)
City Management Fee	48,308	48,821	88,406	82,356	83,990	(4,416)	-5.0%	1,634
Equipment Maintenance	11,193	6,262	9,790	11,790	9,790	-	0.0%	(2,000)
Equipment Gas & Oil	12,064	11,699	11,875	11,875	11,875	-	0.0%	-
Equipment Lease	7,128	2,699	2,500	-	300	(2,200)	-88.0%	300
Tools & Minor Equipment	3,887	12,390	10,250	10,250	7,125	(3,125)	-30.5%	(3,125)
Training	7,760	10,717	24,064	20,064	24,450	386	1.6%	4,386
Utilities & Radios	21,455	19,654	26,005	26,005	28,900	2,895	11.1%	2,895
Signal & Telemetry	461	159	1,920	-	-	(1,920)	-100.0%	-
Building Maintenance	3,689	5,855	15,900	15,900	10,900	(5,000)	-31.4%	(5,000)
Supplies & Consumables	2,912	3,735	2,500	4,500	5,200	2,700	108.0%	700
Vehicle Maintenance & Repairs	3,936	7,406	5,000	7,000	5,000	-	0.0%	(2,000)

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Bud Projected
Inventory Adjustment	1	-	-	-	-	-	0.0%	-
Utilities/Telephone	9,412	8,684	8,130	8,130	8,130	-	0.0%	-
Dues & Publications	1,044	1,044	2,324	2,324	2,821	498	21.4%	498
Professional Fees	58,940	42,407	57,081	57,081	63,508	6,427	11.3%	6,427
Permits & Licenses	1,684	1,730	3,693	3,693	3,443	(250)	-6.8%	(250)
Liability Insurance	25,495	28,127	32,500	34,714	45,000	12,500	38.5%	10,286
Office Supplies	873	2,146	2,244	3,744	2,244	-	0.0%	(1,500)
Travel & Meetings	697	1,388	4,250	2,750	1,250	(3,000)	-70.6%	(1,500)
Software & Computers	59,602	64,332	97,024	97,024	127,933	30,909	31.9%	30,909
Recording/Reporting	418	-	350	350	350	-	0.0%	-
Sewer Postage	548	611	600	600	686	86	14.3%	86
Adm Bldg/Equip. Maintenance	88	-	150	-	150	-	0.0%	150
Billing Statement Charges	3,567	3,839	3,500	4,500	3,700	200	5.7%	(800)
Billing Postage	8,890	10,462	8,500	9,500	8,800	300	3.5%	(700)
Copier Lease	1,745	1,673	1,954	1,954	1,789	(165)	-8.4%	(165)
Public Relations	2,937	4,429	4,000	4,200	4,250	250	6.3%	50
Employment Costs	285	821	1,330	1,330	1,337	7	0.6%	7
Employee Appreciation	2,873	3,510	5,181	5,181	5,105	(76)	-1.5%	(76)
Miscellaneous	226	-	250	250	250	-	0.0%	-
Total Operating Expenses	1,621,196	1,562,276	1,633,316	1,674,499	1,766,944	133,628	8.2%	92,445

Wastewater Utility Fund
Capital, Debt, and Non-Cash Expenses
Proposed Budget

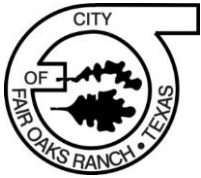
	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25	Budget v Budget	Budget v Budget %	Budget v PY Projected
Capital Outlays								
Operational Capital	45,013	-	-	-	-	-	0.0%	-
Wastewater Equipment Purchases	-	21,860	237,500	370,892	7,938	(229,563)	-96.7%	(362,955)
Total Capital Outlays	45,013	21,860	237,500	370,892	7,938	(229,563)	-96.7%	(362,955)
Debt Service								
Bond Water Issuance Fees	-	-	-	-	-	-	0.0%	-
Bond Interest Cost	3,589	3,075	2,642	2,642	16,629	13,987	529.4%	13,987
Tax Exempt Lease Interest	-	-	-	-	-	-	0.0%	-
Total Debt Service	3,589	3,075	2,642	2,642	16,629	13,987	529.4%	13,987
Non-Cash Adjustments								
Transfer To Vehicle Repl. Fund	27,707	59,240	40,933	40,933	67,000	26,067	63.7%	26,067
Transfer to Wastewater Capital Fund	1,511,035	132,754	139,915	289,915	825,000	685,085	489.6%	535,085
Transfer from ERF	(56,055)	-	(102,500)	(239,942)	-	102,500	-100.0%	239,942
Asset Transfers to Balance Sheet	(169,520)	(1,074,201)	(237,500)	(1,335,351)	(657,938)	(420,438)	177.0%	677,414
Sewer Service Depreciation	261,466	259,967	270,600	270,600	270,600	-	0.0%	-
Total Non-Cash Adjustments	1,574,633	(622,240)	111,448	(973,845)	504,663	393,215	352.8%	1,478,508
Total Capital, Debt, and Non-Cash	1,623,235	(597,305)	351,590	(600,311)	529,229	177,639	50.5%	1,129,540

Wastewater Strategic and Capital Funds

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25
Beginning Fund Balance	1,087,394	2,257,004	1,250,609	1,250,609	623,271
<u>Transfers:</u>					
Transfer from Utility Fund	1,511,035	132,754	139,915	289,915	825,000
Total Transfers	1,511,035	132,754	139,915	289,915	825,000
<u>Capital Projects</u>					
Solids Handling	124,507	1,052,341	-	-	-
Wastewater Treatment Plant Expansion	186,404	77,985	-	917,253	-
GIS Compatible Work Order System	631	-	-	-	-
Cojak Circle Sewer Upgrade	-	-	-	-	650,000
<u>Non-Capital Projects</u>					
Wastewater Rate Study	19,930	8,822	-	-	-
Impact Fee Study	-	-	-	-	-
Project Development	-	-	-	-	-
Wastewater System EPA Risk Assessment	9,953	-	-	-	-
Total Expenditures	341,426	1,139,149	-	917,253	650,000
Total Change in Fund Balance	1,169,610	(1,006,394)	139,915	(627,338)	175,000
Ending Fund Balance	2,257,004	1,250,609	1,390,524	623,271	798,271

Utility Equipment and Vehicle Replacement Fund Proposed Budget

	Actual 2021-22	Actual 2022-23	Adopted Budget 2023-24	Projected 2023-24	Proposed Budget 2024-25
Beginning Fund Balance	886,405	851,091	876,126	876,126	530,241
<u>Transfers In:</u>					
Transfer from Water Division	56,032	66,735	49,866	49,866	114,000
Transfer from Wastewater Division	27,707	59,240	40,933	40,933	67,000
Total Transfers In	83,739	125,975	90,799	90,799	181,000
<u>Transfers Out:</u>					
Transfer to Water for Purchases	62,998	100,941	110,000	196,742	-
Transfer to Wastewater for Purchases	56,055	-	102,500	239,942	-
Total Transfers Out	119,053	100,941	212,500	436,684	-
Total Change in Fund Balance	(35,314)	25,035	(121,701)	(345,885)	181,000
Ending Fund Balance	851,091	876,126	754,425	530,241	711,241



**CITY COUNCIL WORKSHOP
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: FY 2024 – 25 Compensation Plan
DATE: August 1, 2024
DEPARTMENT: Administration and Human Resources
PRESENTED BY: Scott M. Huizenga, ICMA-CM, City Manager
Joanna Merrill, IPMA-SCP, Director of Human Resources and Communications

INTRODUCTION/BACKGROUND:

On November 19, 2020, the City Council adopted the Classification and Compensation Study and Analysis (Compensation Study). This study included a key recommendation to implement annual adjustments to ensure that Job Classifications and Pay Schedules (pay grades and steps) for all Classified Civilian, Non-Civilian, and Seasonal positions remain current with market trends and organizational needs.

In accordance with the City’s Procedures for Classification and Compensation Administration, it is mandated that “At least annually, the Director of Human Resources and Communications will review the classification and compensation plans and may recommend changes.” The annual review for FY 2024-25 may include the following recommendations:

- Positions to be designated as unclassified.
- Reclassification of positions to lower, higher, or different classes based on changes in the duties and responsibilities of the positions.
- Reallocation of classes to different pay groups, if changes in the prevailing rates of pay for certain pay classes have rendered the original placement in a certain pay group obsolete.
- Percentage changes in the entire pay schedule, to adjust pay rates to be comparable with other organizations in the market or to recognize changes in the cost of living.
- The continuing validity of the procedures for classification and pay administration.
- Departmental reorganizations or changes affecting jobs within the department should be addressed during the preparation for hearings on the department’s annual budget.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Strategic Action Plan item 5.1.1 focuses on evaluating and updating compensation and benefit plans, including the assessment of Exempt/Non-Exempt status. As outlined in the Compensation Study, best practices involve utilizing Employment Cost Index (ECI) data, considering benchmark employers, and incorporating other supplemental data.

For FY 2024-25, as part of the recommended annual review, staff suggests the following adjustments to the current classification and compensation structures:

- Addition of a new full time equivalent (FTE) for an Assistant Chief of Police position and placement on the Civilian Pay Schedule at Pay Grade 34.
- Addition of a new FTE for a City Planner position and placement on the Civilian Pay Schedule at Pay Grade 25.
- Addition of a new FTE for a Communications Manager position and placement on the Civilian Pay Schedule at Pay Grade 29.
- Addition of a new FTE for a Drainage Lead position and placement on the Civilian Pay Schedule at Pay Grade 17.
- Addition of a new FTE for a Project Manager position and placement on the Civilian Pay Schedule at Pay Grade 26.
- Addition of a new Police Cadet job classification and creation of a new pay grade to be added to the Non-Civilian Pay Schedule as Police Cadet PD 5.
- Addition of 1 new item to the Certification and Stipend List:
 - Certified Inspector of Sediment and Erosion Control (CISEC) at a rate of \$1,200 per year.
- A proposed across the board increase adjustment of 3.0%. The Bureau of Labor Statistics (BLS) will release the Employment Cost Index (ECI) report for the period ending June 30, 2024, on July 31. The City Council and staff may re-evaluate the proposed adjustment amount based on the updated information.

It is important to distinguish adding a job classification to the Classification and Compensation Plan from adding a new position to the City budget. The City Council authorizes positions at least annually through the budget adoption process.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

- The projected fiscal impact of the above COLA adjustment is \$171,647 in the General Fund and \$56,838 in the Utility Fund for an overall total impact of \$228,485. These figures have been updated in the current proposed budget for Council’s consideration.
- Other budget impacts will depend on Council’s approval of the recommended adjustments.



Compensation Plan

FY 2024-25



Joanna Merrill, IPMA-SCP
Director of Human Resources and
Communications



Compensation Study Recap:

RECAP of Adopted Items from FY 2023-24

- Creation or Reallocation of the following new classifications
 - Police Corporal
 - Human Resources Generalist
 - Administrative Support Specialist
- Reallocation of Pay Grade
 - Maintenance Technician
- Addition to Certification Pay List
 - Night Shift Differential
 - Licensed Court Interpreter
- 2.5% across the board adjustment to the pay schedule

Proposed Certification/Stipend Adjustments FY 2024-25



Department	Certification / Stipend	Annual Rate
Maintenance	Certified Inspector of Sediment and Erosion Control (CISEC)	\$1,200
Engineering Services	Certified Inspector of Sediment and Erosion Control (CISEC)	\$1,200

Proposed Pay Schedule Adjustments FY 2024-25



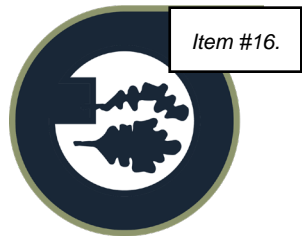
Position Adjustments	Job Title	Current Positions Requested	Pay Grade Adjustments
Addition of New FTE	Assistant Chief of Police	1	Placement at PG 34
	City Planner	1	Placement at PG 25
	Communications Manager	1	Placement at PG 29
	Drainage Lead	1	Placement at PG 17
	Project Manager	1	Placement at PG 26
New Job Classification & Pay Grade Assignment	Police Cadet	0	Added a Pay Grade

Cost of Living Adjustment (COLA) Data



Benchmark City	Adopted FY 2022	Adopted FY 2023	Proposed FY 2024	Other FY 2024 Data Information
Alamo Heights	3.0%	5.0%	4.5%	
Boerne	2.0%	5.0%	4.5%	
Cibolo	2.5%	2.5%	4.0%	
Fair Oaks Ranch	3.2%	2.5%	3.0%	
Fredericksburg	2.0%	7.0%	3.0%	
Granbury	**	4.0%	?	** Market Adjustments
Helotes	5.0% & **	5.0%	?	** Market Adjustments
Lakeway	5.8%	PD 5% & **	4.0%	** Market Adjustments
Live Oak	2.5%	5.1%	4.0%	
Marble Falls	6.0% **	6.0% **	?%	**Total Annual Salary Increase
San Antonio	4.0%	5.0%	4.0%	
Trophy Club	**	4.0%	?	**Market Adjustments

ECI Data Comparison



U.S. Bureau of Labor Statistics March 2024

	Private Industry	State & Local	Civilian ₁	Texas ₂
Salaries and Wages	4.3%	5.0%	4.4%	4.4%
Benefit Costs	3.6%	4.5%	3.7%	
Compensation Costs	4.1%	4.8%	4.2%	4.3%

Civilian₁ – Includes Private Industry & State and Local Government
 Texas₂ – is within the West South Central Region for BLS reporting of ECI

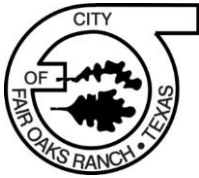
U.S. Bureau of Labor Statistics June 2024

	Private Industry	State & Local	Civilian ₁	Texas ₂
Salaries and Wages	To Be Updated			
Benefit Costs	After			
Compensation Costs	July 31			

Civilian₁ – Includes Private Industry & State and Local Government
 Texas₂ – is within the West South Central Region for BLS reporting of ECI



Questions?



CITY COUNCIL REPORT
CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Quarterly Financial and Investment Report for the Quarter Ended June 30, 2024
DATE: August 1, 2024
DEPARTMENT: Finance
PRESENTED BY: Summer Fleming, Director of Finance

INTRODUCTION/BACKGROUND:

Best practices in financial transparency and reporting recommend at least quarterly reporting on the financial position of the City relative to the budget. The quarterly report provides a comprehensive update on the implementation of the budget and includes an updated projection of the budget outcome for the fiscal year.

Pursuant to Texas Government Code Section 2256.023 and the City’s Investment Policy Section 12, the Investment Officer is required, on a quarterly basis, to prepare and submit to the City Council a written report of investment transactions that have occurred since the previous report, and the market value of current investments. The attached report is being made to comply with the reporting requirements for the quarter ended June 30, 2024.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

Priority 1.5 of the Strategic Action Plan is to Ensure continuity and excellence of Financial Reporting Reliability. Frequent review and reporting of the City’s investments is both prudent and necessary to confirm the City’s investment portfolio is being managed according to the Investment Policy. Fiscal transparency informs City Council and citizens how the City spent tax revenues and is a critical element of effective public financial management.

LONGTERM FINANCIAL & BUDGETARY IMPACT:

The Finance Department has updated its FY 2023-24 projections based on financial activity through June 30, 2024. Total General Fund revenues are projected to be \$892,710 higher than budget. The department projects an increase in Property Taxes to budget of \$160,909 due to levy adjustments resulting from Appraisal Review Board action, and an increase in sales tax revenue of \$187,466. Additionally, the projection for Fees and Services has been increased by \$150,000 for Tree Mitigation Fees collected, and the City is projected to earn \$215,000 more in interest than what was budgeted. Based on vacancies through the first half of the fiscal year, personnel costs are projected to be \$508,451 less than budget in the General Fund, and \$92,655 less than budget in the Utility Fund.

Overall, the General Fund is projected to have a positive variance to budget totaling a little over \$1.37 million, of which \$149,600 is reserved for Tree Mitigation.

The Utility Fund is projected to have a positive variance to budget totaling \$1,099,627 of which \$350,000 is for an increase in impact fees collected, \$120,000 is for increased interest earnings, and \$597,660 is for water revenues due to drought surcharges.

The City currently has funds invested in Frost Bank and two local government investment pools, TexPool and Texas CLASS. Investments earned \$283,650 in interest during the third quarter of the fiscal year and totaled \$21.57 million on June 30, 2024.



Quarterly Financial Update & Investment Report

August 1, 2024



Item #17.

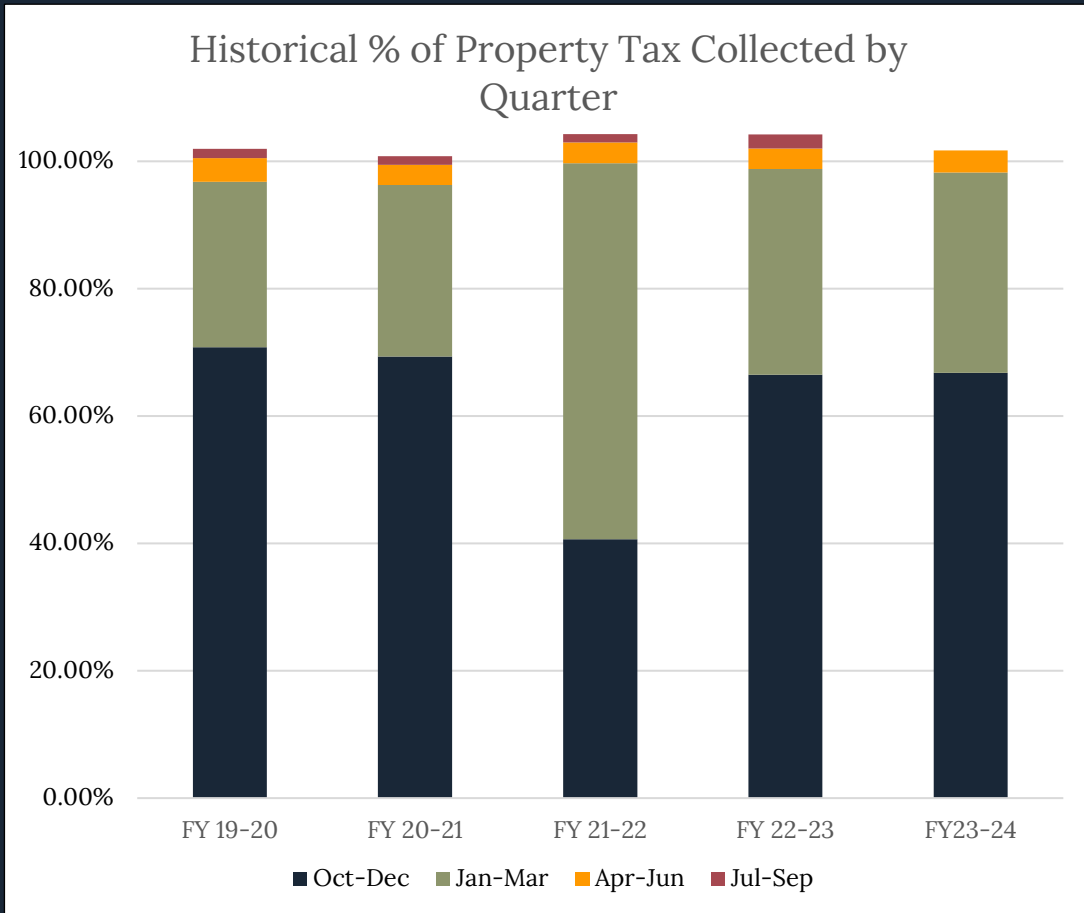
Summer Fleming
Director of Finance



General Fund Revenues

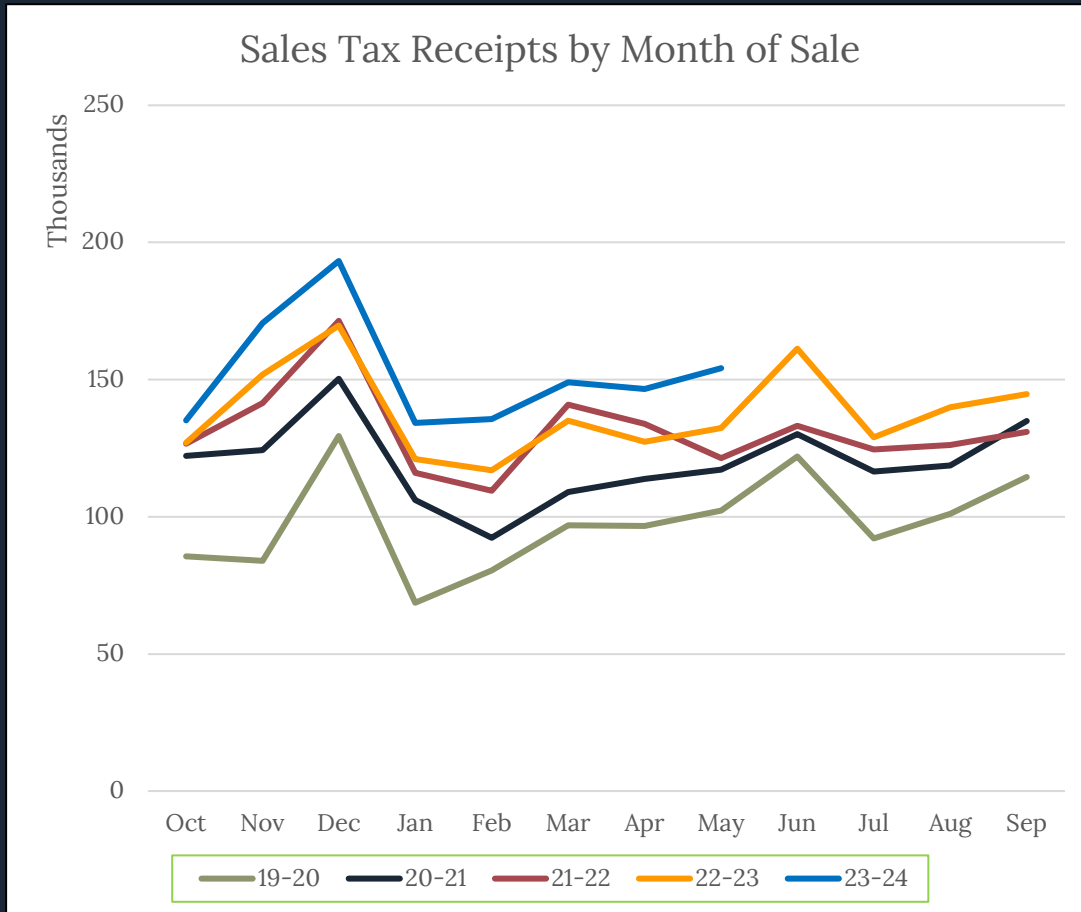
Type	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projection	YTD Actual	% of Budget
Property Tax	\$6,460,016	\$6,600,557	\$6,761,466	\$6,712,683	101.7%
Sales Tax	1,656,136	1,675,071	1,862,537	1,064,502	63.5%
Franchise Fees	748,401	740,685	746,485	366,743	49.5%
Permits	241,674	209,075	249,600	182,475	87.3%
Fines & Forfeitures	208,035	176,465	196,715	142,153	80.6%
Interest Earnings	577,165	450,000	665,000	515,242	114.5%
Grants & Contributions	310,696	103,600	141,826	141,825	136.9%
Other	1,042,314	710,614	935,148	756,432	106.4%
Total	\$11,244,436	\$10,666,067	\$11,558,777	\$9,882,056	92.6%

Property Taxes



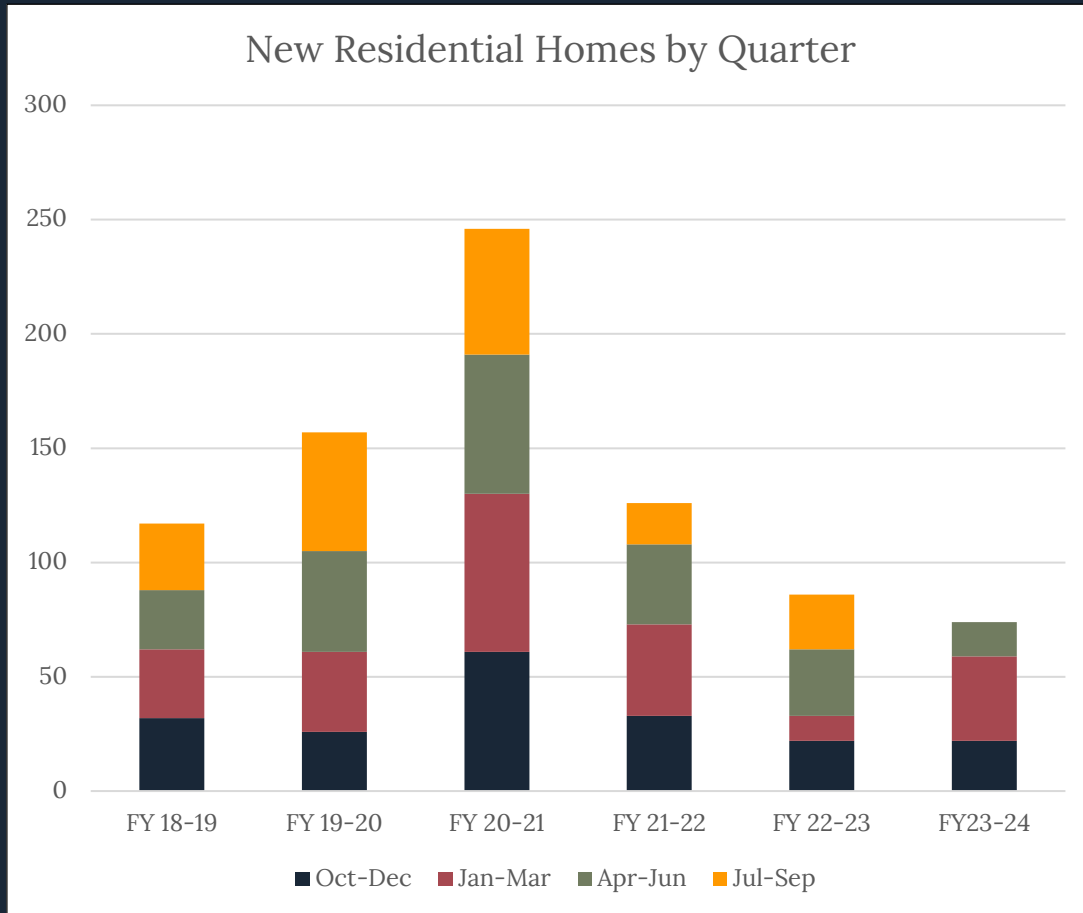
- 99.98% Ad Valorem Tax Levy collected.
- Projecting surplus to budget of \$160,909 due to levy adjustments.

Sales Tax



- Sales taxes are collected two months in arrears.
- Sales tax collected to date is averaging 12% higher than last year.

Residential Permits



- 74 New residential Home permits issued through third quarter, 12 higher than the same time last year.



General Fund Expenditures

Type	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	YTD Actual	% of Budget
Personnel	\$5,502,505	\$6,031,514	\$5,523,063	\$3,936,678	65.3%
Supplies, Maint., Ops	1,631,694	1,303,666	1,304,295	437,334	33.5%
Professional Services	1,655,667	2,076,153	2,098,873	1,340,326	64.6%
Shared Services	202,752	296,943	296,943	177,437	59.8%
Capital Outlay	604,962	712,258	718,933	572,625	80.4%
Transfers	3,798,426	1,115,471	1,115,471	1,115,471	100.0%
Total	\$13,396,006	\$11,536,005	\$11,057,578	\$7,579,871	65.7%



Projected Ending Fund Balances

Category	FY 2023-24 Beginning	FY 2023-24 Projected	FY 2023-24 Ending
Court Technology	\$18,587	\$5,000	\$23,587
Court Security	15,322	-	15,322
Other Restricted	80,653	9,949	90,602
Non-Spendable	77,024	-	77,024
Tree Mitigation	-	149,600	149,600
Operating Reserve	4,555,321	182,798	4,738,119
Unallocated	1,881,701	153,853	2,035,554
Total	\$6,628,608	\$501,199	\$7,129,807

Utility Fund Revenues



Type	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	YTD Actual	% of Budget
Water Revenues	\$5,176,544	\$4,219,544	\$5,262,544	\$3,669,483	87.0%
Wastewater Revenues	1,355,479	2,143,652	2,234,402	1,661,071	77.5%
Total	\$6,532,023	\$6,363,196	\$7,496,946	\$5,330,554	83.8%

Utility Fund Expenses



Type	FY 2022-23 Actual	FY 2023-24 Budget	FY 2023-24 Projected	YTD Actual	% of Budget
Personnel	\$1,796,473	\$2,061,404	\$1,968,749	\$1,420,546	68.9%
Supplies, Maint. & Ops	3,026,438	3,096,761	3,174,382	2,314,715	74.7%
Services	246,221	184,734	194,640	144,888	78.4%
Total Operating Expenses	\$5,069,131	\$5,342,899	\$5,337,772	\$3,880,150	72.6%
Total Capital & GAAP Adjustments	\$989,777	\$1,171,395	\$1,059,547	\$1,417,145	121.0%

Projected Utility Net Position



Category	FY 2023-24 Beginning	FY 2023-24 Projected	FY 2023-24 Ending
Net Investment in Capital Assets	\$9,550,921	\$3,013,010	\$12,563,931
Unrestricted Net Position			
Water Capital Fund	1,397,919	(669,154)	728,765
Wastewater Capital Fund	1,250,609	(627,338)	623,271
Equipment Replacement Fund	876,126	(345,885)	530,241
Debt Service Reserve	336,514	(3,232)	333,282
Operating Reserve	4,337,118	(267,775)	4,069,343
Total Unrestricted Net Position	8,198,286	(1,913,384)	6,284,903
Total Net Position	\$17,749,207	\$1,099,627	\$18,848,834



Investment Update

Investment Inventory



Investment	Beginning Balance	Deposits / (Withdrawals)	Interest Earned	Ending Balance
Frost Bank	\$591,019	\$523,465	\$157	\$1,114,641
TexPool	590,015	-	7,851	597,867
TexPool Prime	6,060,115	(1,936,495)	65,690	4,189,311
Texas CLASS	15,454,447	-	209,952	15,664,398
Total Investments	\$22,695,596	(\$1,413,030)	\$283,650	\$21,566,216



Questions?



Quarterly Financial Report

**For the Nine Months Ended
June 30, 2024**

City of Fair Oaks Ranch
General Fund
Statement of Revenues & Expenditures
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Beginning Fund Balance	6,628,605	6,628,605	6,628,605		
<u>Revenue</u>					
Taxes	8,300,628	8,644,003	7,788,887	93.8%	(511,741)
Franchise Fees	740,685	746,485	366,743	49.5%	(373,942)
Permits	209,075	249,600	182,475	87.3%	(26,600)
Fines & Fees	176,465	196,715	142,153	80.6%	(34,312)
Fees & Services	279,188	514,609	420,976	150.8%	141,788
Interest Earnings	450,000	665,000	515,242	114.5%	65,242
Grants & Contributions	103,600	141,826	141,826	136.9%	38,226
Other Revenues	133,926	140,540	104,950	78.4%	(28,976)
Transfers from other funds	272,500	260,000	218,804	80.3%	(53,696)
Total Revenue	<u>10,666,067</u>	<u>11,558,777</u>	<u>9,882,056</u>	92.6%	(784,011)
<u>Expenditures</u>					
Personnel	6,031,514	5,523,063	3,936,678	65.3%	2,094,836
Supplies, Maintenance & Operations	1,303,666	1,304,295	437,334	33.5%	866,332
Services	2,076,153	2,098,873	1,340,326	64.6%	735,827
Shared Services	296,943	296,943	177,437	59.8%	119,506
Capital Outlay	712,258	718,933	572,625	80.4%	139,633
Transfers to other funds	1,115,471	1,115,471	1,115,471	100.0%	-
Total Expenditures	<u>11,536,005</u>	<u>11,057,578</u>	<u>7,579,871</u>	65.7%	3,956,134
Ending Fund Balance	5,758,667	7,129,804	8,930,790		

City of Fair Oaks Ranch
General Fund
Statement of Revenues
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Taxes					
General Property	6,545,557	6,692,466	6,657,092	101.7%	111,535
Delinquent Property	30,000	44,000	38,149	127.2%	8,149
Penalty & Interest	25,000	25,000	17,442	69.8%	(7,558)
Mixed Beverage	25,000	20,000	11,702	46.8%	(13,298)
Local Sales	1,116,715	1,241,691	709,668	63.5%	(407,047)
Street Maintenance	279,178	310,423	177,417	63.5%	(101,761)
Property Reduction	279,178	310,423	177,417	63.5%	(101,761)
Total Taxes	<u>8,300,628</u>	<u>8,644,003</u>	<u>7,788,887</u>	<u>93.8%</u>	<u>(511,741)</u>
Franchise Fees					
Time Warner Cable	60,900	60,900	29,734	48.8%	(31,166)
GVTC Cable/Telephone	70,035	63,035	30,663	43.8%	(39,372)
AT&T Cable/Television	2,750	1,750	873	31.7%	(1,877)
Miscellaneous Telecom	1,000	300	146	14.6%	(854)
City Public Service	457,000	461,000	216,111	47.3%	(240,889)
Pedernales Electric	93,000	101,000	51,866	55.8%	(41,134)
Grey Forest Utility	23,500	23,500	19,202	81.7%	(4,298)
Garbage	31,000	35,000	18,147	58.5%	(12,853)
Recycling	1,500	-	-	0.0%	(1,500)
Total Franchise Fees	<u>740,685</u>	<u>746,485</u>	<u>366,743</u>	<u>49.5%</u>	<u>(373,942)</u>
Interest Earnings					
Bank/Investment Interest	450,000	665,000	515,242	114.5%	65,242
Total Interest Earnings	<u>450,000</u>	<u>665,000</u>	<u>515,242</u>	<u>114.5%</u>	<u>65,242</u>
Permits					
New Residential	100,000	160,000	116,096	116.1%	16,096
New Commercial	5,000	-	-	0.0%	(5,000)
Remodeling/Additions	30,000	30,000	23,370	77.9%	(6,630)
Other	61,000	46,000	31,559	51.7%	(29,441)
Contacto Registration	9,200	9,200	7,050	76.6%	(2,150)
Food/Health	3,875	4,400	4,400	113.5%	525
Total Permits	<u>209,075</u>	<u>249,600</u>	<u>182,475</u>	<u>87.3%</u>	<u>(26,600)</u>

City of Fair Oaks Ranch
General Fund
Statement of Revenues
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Fines & Fees					
Municipal Court Fines	160,000	180,000	129,900	81.2%	(30,100)
Municipal Court Security	6,000	6,000	4,124	68.7%	(1,876)
Municipal Court Technology	5,000	5,000	3,384	67.7%	(1,616)
Municipal Court Efficiency	315	565	498	157.9%	183
Municipal Court Truancy Prevention	5,000	5,000	4,164	83.3%	(836)
Municipal Court Jury	150	150	83	55.5%	(67)
Total Fines & Fees	176,465	196,715	142,153	80.6%	(34,312)
Fees & Services					
FORU Management Fee	210,003	287,474	199,721	95.1%	(10,282)
Special Fees	25,000	25,000	22,526	90.1%	(2,474)
FORMDD Management Fee	30,150	30,150	30,150	100.0%	-
Tree Mitigation Fees	-	159,600	159,600	0.0%	159,600
Credit Card Service Fee	12,900	10,500	7,298	56.6%	(5,602)
Pet Licenses	640	890	820	128.1%	180
Pet Impound	495	995	860	173.7%	365
Total Fees & Services	279,188	514,609	420,976	150.8%	141,788
Other					
Miscellaneous	120,661	120,661	87,536	72.5%	(33,125)
City Event Sponsorship	750	1,480	1,480	197.3%	730
Sale of Assets	-	-	-	0.0%	-
School Guard Crossing Fund	10,665	14,165	11,700	109.7%	1,035
LEOSE Proceeds	1,850	4,234	4,234	228.8%	2,384
Police Seized Proceeds	-	-	-	0.0%	-
Total Other	133,926	140,540	104,950	78.4%	(28,976)
Grants & Contributions					
Donations/Grants	103,600	141,826	141,826	136.9%	38,226
Total Grants & Contributions	103,600	141,826	141,826	136.9%	38,226
Transfers					
Capital Replacement Fund	272,500	260,000	218,804	80.3%	(53,696)
Total Transfers	272,500	260,000	218,804	80.3%	(53,696)
Total Revenue	10,666,067	11,558,777	9,882,056	92.6%	(784,011)

General Fund Expenditures by Department
Mayor & Council
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	-	-	-	0%	-
Overtime	-	-	-	0%	-
Taxes - Social Security	-	-	-	0%	-
Taxes - Medicare	-	-	-	0%	-
Taxes SUTA/FUTA	-	-	-	0%	-
Workers' Compensation Insurance	-	-	-	0%	-
Retirement	-	-	-	0%	-
Health Insurance	-	-	-	0%	-
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Allowance for Vacancies	-	-	-	0%	-
Total Personnel	-	-	-	0.0%	-
Supplies, Maintenance & Operations					
Supplies and Consumables	-	-	-	0%	-
Minor Equipment and Furniture	-	-	-	0%	-
Fuel	-	-	-	0%	-
Uniforms	350	284	284	81%	(66)
Committee - Branding	500	500	-	0%	(500)
Committee - Planning & Zoning	500	100	58	12%	(442)
Committee - Board of Adj	500	100	-	0%	(500)
Committee - Audit	500	-	-	0%	(500)
Committee - Urban Wildlife	500	750	-	0%	(500)
Donations & Grants	-	-	-	0%	-
Total Supplies, Maintenance & Operations	2,850	1,734	342	12.0%	(2,508)
Services					
Professional Services	-	-	-	0%	-
Dues/Subscriptions	3,200	2,716	2,716	85%	(484)
Training/Seminars & Related Travel	7,000	1,000	-	0%	(7,000)
Meetings and Related Travel	11,800	3,800	2,007	17%	(9,793)
Public Relations	5,250	250	235	4%	(5,015)
Employee Appreciation	-	-	-	0%	-
Recording/Reporting/History	-	-	-	0%	-
Total Services	27,250	7,766	4,958	18.2%	(22,292)
Total Mayor & Council	30,100	9,500	5,300	17.6%	(24,800)

General Fund Expenditures by Department
Administration
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	472,019	311,641	197,769	42%	(274,250)
Overtime	119	192	142	119%	23
Taxes - Social Security	26,986	18,551	11,949	44%	(15,037)
Taxes - Medicare	6,846	4,535	3,000	44%	(3,846)
Taxes SUTA/FUTA	306	282	282	92%	(24)
Workers' Compensation Insurance	1,424	1,260	1,260	88%	(164)
Retirement	58,274	39,150	25,738	44%	(32,536)
Health Insurance	33,807	22,546	16,562	49%	(17,245)
Uniform Allowance	-	-	-	0%	-
Car Allowance	7,200	7,200	5,261	73%	(1,939)
Relocation Allowance	-	-	-	0%	-
Allowance for Vacancies	(2,918)	-	-	0%	2,918
Total Personnel	<u>604,063</u>	<u>405,357</u>	<u>261,962</u>	<u>43.4%</u>	<u>(342,101)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	650	650	384	59%	(266)
Minor Equipment and Furniture	1,789	1,789	1,011	57%	(778)
Fuel	100	100	30	30%	(70)
Uniforms	250	250	133	53%	(117)
Total Supplies, Maintenance & Operations	<u>2,789</u>	<u>2,789</u>	<u>1,558</u>	<u>55.9%</u>	<u>(1,231)</u>
Services					
Professional Services	85,040	160,040	113,176	133%	28,136
Dues/Subscriptions	3,995	3,275	1,827	46%	(2,168)
Training/Seminars & Related Travel	17,220	12,220	5,116	30%	(12,104)
Meetings and Related Travel	5,300	2,800	972	18%	(4,328)
Employee Appreciation	250	250	-	0%	(250)
Tech/Internet/Software	-	-	-	0%	-
Total Services	<u>111,805</u>	<u>178,585</u>	<u>121,091</u>	<u>108.3%</u>	<u>9,286</u>
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total Administration	718,657	586,731	384,611	53.5%	(334,046)

General Fund Expenditures by Department
City Secretary
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	160,347	160,788	114,093	71%	(46,254)
Overtime	-	-	-	0%	-
Taxes - Social Security	9,942	9,622	7,032	71%	(2,910)
Taxes - Medicare	2,325	2,250	1,644	71%	(681)
Taxes SUTA/FUTA	180	234	234	130%	54
Workers' Compensation Insurance	484	428	428	88%	(56)
Retirement	19,791	19,586	14,423	73%	(5,368)
Health Insurance	21,360	16,181	12,160	57%	(9,200)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Total Personnel	<u>214,429</u>	<u>209,090</u>	<u>150,014</u>	<u>70.0%</u>	<u>(64,415)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	1,200	1,200	613	51%	(587)
Minor Equipment and Furniture	1,164	1,164	981	84%	(182)
Fuel	-	-	-	0%	-
Uniforms	100	100	100	100%	-
Total Supplies, Maintenance & Operations	<u>2,464</u>	<u>2,464</u>	<u>1,695</u>	<u>68.8%</u>	<u>(769)</u>
Services					
Professional Services	10,889	8,389	3,516	32%	(7,373)
Dues/Subscriptions	960	960	793	83%	(167)
Training/Seminars & Related Travel	6,180	6,180	3,785	61%	(2,395)
Meetings and Related Travel	1,500	1,000	258	17%	(1,242)
Elections	32,000	32,000	14	0%	(31,986)
Employee Appreciation	100	100	-	0%	(100)
Recording/Reporting/History	10,000	10,000	8,967	90%	(1,033)
Tech/Internet/Software	10,930	10,930	9,584	88%	(1,347)
Total Services	<u>72,559</u>	<u>69,559</u>	<u>26,916</u>	<u>37.1%</u>	<u>(45,643)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total City Secretary	<u>289,452</u>	<u>281,113</u>	<u>178,625</u>	<u>61.7%</u>	<u>(110,826)</u>

General Fund Expenditures by Department
Human Resources and Communications
For the nine months ended June 30, 2024

	Amended Budget	Projected Expenditures	Actual Expenditures	Percent of Budget	Variance from Budget
Personnel					
Salaries	129,503	133,060	95,103	73%	(34,400)
Overtime	-	-	-	0%	-
Taxes - Social Security	8,029	7,895	5,809	72%	(2,220)
Taxes - Medicare	1,878	1,846	1,359	72%	(519)
Taxes SUTA/FUTA	135	176	176	130%	41
Workers' Compensation Insurance	391	346	346	88%	(45)
Retirement	15,984	16,201	12,004	75%	(3,980)
Health Insurance	10,927	10,602	7,724	71%	(3,203)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Total Personnel	166,847	170,126	122,520	73.4%	(44,327)
Supplies, Maintenance & Operations					
Supplies and Consumables	1,600	1,600	1,570	98%	(30)
Minor Equipment and Furniture	1,600	1,600	990	62%	(610)
Fuel	-	-	-	0%	-
Uniforms	150	118	118	79%	(32)
Total Supplies, Maintenance & Operations	3,350	3,318	2,678	79.9%	(672)
Services					
Professional Services	550	540	540	98%	(10)
Dues/Subscriptions	2,280	4,880	4,560	200%	2,280
Training/Seminars & Related Travel	8,875	8,875	8,591	97%	(284)
Meetings and Related Travel	950	450	296	31%	(654)
Public Relations	50,750	46,750	22,833	45%	(27,917)
Employee Appreciation	12,040	12,040	10,399	86%	(1,641)
Employment Costs	2,675	2,675	1,999	75%	(676)
Recording/Reporting/History	-	-	-	0%	-
Tech/Internet/Software	31,915	31,915	18,005	56%	(13,910)
Total Services Costs	110,035	108,125	67,223	61.1%	(42,812)
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay Costs	-	-	-	0.0%	-
Total Human Resources & Communications	280,232	281,569	192,420	68.7%	(87,812)

General Fund Expenditures by Department
Finance
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	217,514	187,584	127,094	58%	(90,420)
Overtime	157	102	22	14%	(135)
Taxes - Social Security	13,496	10,758	7,534	56%	(5,962)
Taxes - Medicare	3,156	2,516	1,762	56%	(1,394)
Taxes SUTA/FUTA	225	234	234	104%	9
Workers' Compensation Insurance	656	580	580	88%	(76)
Retirement	26,866	22,754	16,056	60%	(10,810)
Health Insurance	37,043	29,566	22,078	60%	(14,965)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Allowance for Vacancies	(4,025)	-	-	0%	4,025
Total Personnel	<u>295,088</u>	<u>254,095</u>	<u>175,361</u>	<u>59.4%</u>	<u>(119,727)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	1,300	1,300	785	60%	(515)
Minor Equipment and Furniture	500	500	245	49%	(256)
Fuel	-	-	-	0%	-
Uniforms	250	250	-	0%	(250)
Total Supplies, Maintenance & Operations	<u>2,050</u>	<u>2,050</u>	<u>1,029</u>	<u>50.2%</u>	<u>(1,021)</u>
Services					
Professional Services	75,735	79,335	78,912	104%	3,177
Dues/Subscriptions	410	410	363	88%	(48)
Training/Seminars & Related Travel	6,100	6,600	4,251	70%	(1,849)
Meetings and Related Travel	400	200	-	0%	(400)
Employee Appreciation	250	250	97	39%	(153)
Tech/Internet/Software	9,740	9,440	9,440	97%	(300)
Total Services	<u>92,635</u>	<u>96,235</u>	<u>93,062</u>	<u>100.5%</u>	<u>427</u>
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total Finance	<u>389,773</u>	<u>352,380</u>	<u>269,453</u>	<u>69.1%</u>	<u>(120,320)</u>

General Fund Expenditures by Department
Information Technology
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	91,101	91,354	64,824	71%	(26,277)
Overtime	-	-	-	0%	-
Taxes - Social Security	5,648	5,250	3,837	68%	(1,811)
Taxes - Medicare	1,321	1,228	897	68%	(424)
Taxes SUTA/FUTA	90	117	117	130%	27
Workers' Compensation Insurance	275	243	243	88%	(32)
Retirement	11,244	11,128	8,195	73%	(3,049)
Health Insurance	13,187	14,637	10,666	81%	(2,521)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Total Personnel	<u>122,866</u>	<u>123,957</u>	<u>88,779</u>	<u>72.3%</u>	<u>(34,087)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	200	200	-	0%	(200)
Minor Equipment and Furniture	578	578	398	69%	(179)
Fuel	-	-	-	0%	-
Uniforms	100	100	-	0%	(100)
Total Supplies, Maintenance & Operations	<u>878</u>	<u>878</u>	<u>398</u>	<u>45.4%</u>	<u>(479)</u>
Services					
Professional Services	114,000	114,000	-	0%	(114,000)
Dues/Subscriptions	175	175	175	100%	-
Training/Seminars & Related Travel	4,750	4,000	523	11%	(4,227)
Meetings and Related Travel	350	100	-	0%	(350)
Employee Appreciation	100	100	-	0%	(100)
Tech/Internet/Software	184,728	184,728	171,699	93%	(13,029)
Total Services	<u>304,103</u>	<u>303,103</u>	<u>172,397</u>	<u>56.7%</u>	<u>(131,706)</u>
Shared Services					
Facility Contracts & Services	17,461	17,461	12,852	74%	(4,609)
Phone/Cable/Alarms	41,648	41,648	28,137	68%	(13,511)
Total Shared Services	<u>59,109</u>	<u>59,109</u>	<u>40,988</u>	<u>69.3%</u>	<u>(18,121)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	20,626	20,048	20,048	97%	(578)
Total Capital Outlay	<u>20,626</u>	<u>20,048</u>	<u>20,048</u>	<u>97.2%</u>	<u>(578)</u>
Total Information Technology	507,582	507,095	322,610	63.6%	(184,971)

General Fund Expenditures by Department
Municipal Court
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	107,605	107,894	76,560	71%	(31,045)
Overtime	344	-	-	0%	(344)
Taxes - Social Security	6,693	5,922	4,328	65%	(2,365)
Taxes - Medicare	1,565	1,385	1,012	65%	(553)
Taxes SUTA/FUTA	180	234	234	130%	54
Workers' Compensation Insurance	325	288	288	88%	(37)
Retirement	13,324	13,143	9,678	73%	(3,646)
Health Insurance	29,433	28,280	20,904	71%	(8,529)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Total Personnel	<u>159,469</u>	<u>157,145</u>	<u>113,005</u>	<u>70.9%</u>	<u>(46,464)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	1,700	1,700	1,659	98%	(41)
Minor Equipment and Furniture	1,778	1,778	1,339	75%	(438)
Fuel	-	-	-	0%	-
Uniforms	150	150	76	51%	(74)
Court Technology	2,823	-	-	0%	(2,823)
Court Security Building	51,338	51,338	10,283	20%	(41,055)
Total Supplies, Maintenance & Operations	<u>57,789</u>	<u>54,966</u>	<u>13,358</u>	<u>23.1%</u>	<u>(44,431)</u>
Services					
Professional Services	74,590	74,590	42,137	56%	(32,453)
Dues/Subscriptions	800	400	131	16%	(669)
Training/Seminars & Related Travel	3,550	2,800	1,458	41%	(2,092)
Meetings and Related Travel	300	300	137	46%	(163)
Employee Appreciation	100	100	-	0%	(100)
Tech/Internet/Software	1,092	-	-	0%	(1,092)
Total Services	<u>80,432</u>	<u>78,190</u>	<u>43,863</u>	<u>54.5%</u>	<u>(36,569)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total Municipal Court	<u>297,690</u>	<u>290,301</u>	<u>170,225</u>	<u>57.2%</u>	<u>(127,464)</u>

General Fund Expenditures by Department
Public Safety
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	2,231,540	2,015,858	1,423,493	64%	(808,047)
Overtime	36,430	79,240	61,061	168%	24,631
Taxes - Social Security	140,614	126,874	92,800	66%	(47,814)
Taxes - Medicare	32,886	29,673	21,703	66%	(11,183)
Taxes SUTA/FUTA	2,700	3,031	3,031	112%	331
Workers' Compensation Insurance	82,732	80,098	80,098	97%	(2,634)
Retirement	279,794	256,514	188,997	68%	(90,797)
Health Insurance	329,966	263,035	190,819	58%	(139,147)
Uniform Allowance	22,000	22,000	11,000	50%	(11,000)
Allowance for Vacancies	(103,920)	-	-	0%	103,920
Total Personnel	<u>3,054,742</u>	<u>2,876,323</u>	<u>2,073,002</u>	<u>67.9%</u>	<u>(981,740)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	5,000	5,000	3,315	66%	(1,685)
Minor Equipment and Furniture	36,983	36,983	36,107	98%	(876)
Fuel	43,000	43,000	31,535	73%	(11,465)
Uniforms	16,550	16,550	10,107	61%	(6,443)
Vehicle Maintenance/Repairs	20,880	20,880	9,195	44%	(11,685)
Total Supplies, Maintenance & Operations	<u>122,413</u>	<u>122,413</u>	<u>90,259</u>	<u>73.7%</u>	<u>(32,155)</u>
Services					
Professional Services	859,771	859,771	576,179	67%	(283,592)
Dues/Subscriptions	4,275	4,275	3,387	79%	(888)
Training/Seminars & Related Travel	24,250	24,250	20,523	85%	(3,727)
Meetings and Related Travel	500	100	-	0%	(500)
Investigations	7,000	7,000	5,213	74%	(1,787)
Lease Training	3,000	-	-	0%	(3,000)
Asset Forfeiture	-	-	-	0%	-
Public Relations	8,100	8,380	8,380	103%	280
Employee Appreciation	1,500	1,500	276	18%	(1,224)
Tech/Internet/Software	43,550	43,550	37,046	85%	(6,504)
Total Services	<u>951,946</u>	<u>948,826</u>	<u>651,005</u>	<u>68.4%</u>	<u>(300,941)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	383,633	384,542	332,539	87%	(51,094)
Total Capital Outlay	<u>383,633</u>	<u>384,542</u>	<u>332,539</u>	<u>86.7%</u>	<u>(51,094)</u>
Total Public Safety	<u>4,512,734</u>	<u>4,332,104</u>	<u>3,146,805</u>	<u>69.7%</u>	<u>(1,365,930)</u>

General Fund Expenditures by Department
Maintenance
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	506,851	468,337	332,112	66%	(174,739)
Overtime	6,004	12,587	8,703	145%	2,699
Taxes - Social Security	32,445	28,652	20,999	65%	(11,446)
Taxes - Medicare	7,588	6,701	4,911	65%	(2,677)
Taxes SUTA/FUTA	990	1,236	1,236	125%	246
Workers' Compensation Insurance	25,552	21,015	21,015	82%	(4,537)
Retirement	64,589	58,510	43,002	67%	(21,587)
Health Insurance	114,337	87,577	65,565	57%	(48,772)
Allowance for Vacancies	(34,749)	-	-	0%	34,749
Total Personnel	<u>723,607</u>	<u>684,615</u>	<u>497,541</u>	<u>68.8%</u>	<u>(226,066)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	6,000	8,000	6,862	114%	862
Minor Equipment and Furniture	13,194	13,194	12,601	96%	(593)
Fuel	15,000	19,000	14,241	95%	(759)
Uniforms	7,900	7,900	6,230	79%	(1,670)
Vehicle Maintenance/Repairs	15,000	15,000	12,995	87%	(2,005)
Equipment Maintenance/Repairs	15,500	15,500	13,204	85%	(2,296)
Building Maintenance/Repairs	52,063	52,063	50,370	97%	(1,693)
Landscaping & Greenspace Maintenance	15,500	15,500	1,901	12%	(13,599)
Street Maintenance	30,000	30,000	18,897	63%	(11,103)
Drainage Work	20,000	20,000	5,786	29%	(14,214)
Total Supplies, Maintenance & Operations	<u>190,157</u>	<u>196,157</u>	<u>143,085</u>	<u>75.2%</u>	<u>(47,073)</u>
Services					
Professional Services	10,650	10,733	10,733	101%	83
Dues/Subscriptions	932	932	164	18%	(768)
Training/Seminars & Related Travel	12,700	12,700	8,208	65%	(4,492)
Meetings and Related Travel	400	400	347	87%	(53)
Employee Appreciation	500	500	352	70%	(148)
Tech/Internet/Software	21,548	21,548	14,168	66%	(7,380)
Total Services	<u>46,730</u>	<u>46,813</u>	<u>33,972</u>	<u>72.7%</u>	<u>(12,758)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	299,499	307,327	213,023	71%	(86,476)
Total Capital Outlay	<u>299,499</u>	<u>307,327</u>	<u>213,023</u>	<u>71.1%</u>	<u>(86,476)</u>
Total Maintenance	<u>1,259,993</u>	<u>1,234,912</u>	<u>887,622</u>	<u>70.4%</u>	<u>(372,372)</u>

General Fund Expenditures by Department
Building Codes
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	188,147	167,845	116,826	62%	(71,321)
Overtime	278	153	153	55%	(125)
Taxes - Social Security	11,682	9,923	7,169	61%	(4,513)
Taxes - Medicare	2,732	2,321	1,677	61%	(1,056)
Taxes SUTA/FUTA	270	360	360	133%	90
Workers' Compensation Insurance	1,042	928	928	89%	(114)
Retirement	23,256	20,450	14,809	64%	(8,447)
Health Insurance	38,906	32,104	21,894	56%	(17,012)
Uniform Allowance	-	-	-	0%	-
Car Allowance	-	-	-	0%	-
Relocation Allowance	-	-	-	0%	-
Total Personnel	<u>266,313</u>	<u>234,084</u>	<u>163,815</u>	<u>61.5%</u>	<u>(102,498)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	575	575	468	81%	(107)
Minor Equipment and Furniture	1,883	1,883	1,396	74%	(488)
Fuel	3,900	2,000	1,222	31%	(2,678)
Uniforms	530	530	336	63%	(194)
Total Supplies, Maintenance & Operations	<u>6,888</u>	<u>4,988</u>	<u>3,422</u>	<u>49.7%</u>	<u>(3,466)</u>
Services					
Professional Services	46,000	28,000	23,435	51%	(22,565)
Dues/Subscriptions	590	590	339	58%	(251)
Training/Seminars & Related Travel	11,100	11,100	4,688	42%	(6,412)
Meetings and Related Travel	100	100	15	15%	(85)
Employee Appreciation	150	150	18	12%	(132)
Employment Costs	-	-	-	0%	-
Recording/Reporting/History	-	-	-	0%	-
Tech/Internet/Software	144	144	144	100%	-
Total Services	<u>58,084</u>	<u>40,084</u>	<u>28,639</u>	<u>49.3%</u>	<u>(29,445)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	-	-	-	0%	-
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total Building Codes	<u>331,285</u>	<u>279,156</u>	<u>195,876</u>	<u>59.1%</u>	<u>(135,409)</u>

General Fund Expenditures by Department
Engineering and Planning
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	320,441	314,056	220,169	69%	(100,272)
Overtime	249	410	360	144%	111
Taxes - Social Security	19,883	18,844	13,569	68%	(6,314)
Taxes - Medicare	4,650	4,407	3,173	68%	(1,477)
Taxes SUTA/FUTA	378	495	495	131%	117
Workers' Compensation Insurance	1,259	1,114	1,114	88%	(145)
Retirement	39,581	38,198	27,810	70%	(11,771)
Health Insurance	37,649	30,749	23,988	64%	(13,661)
Total Personnel	<u>424,090</u>	<u>408,273</u>	<u>290,678</u>	<u>68.5%</u>	<u>(133,412)</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	11,000	11,000	8,697	79%	(2,303)
Minor Equipment and Furniture	1,657	1,657	1,336	81%	(320)
Fuel	3,450	3,950	3,080	89%	(370)
Uniforms	1,400	1,400	561	40%	(839)
Street Maintenance	880,431	880,431	162,600	18%	(717,831)
Oak Wilt Program	10,000	10,000	-	0%	(10,000)
Tree and Landscaping Protection	-	-	-	0%	-
City Approved Events	-	-	-	0%	-
Total Supplies, Maintenance & Operations	<u>907,938</u>	<u>908,438</u>	<u>176,275</u>	<u>19.4%</u>	<u>(731,663)</u>
Services					
Professional Services	200,000	200,000	82,193	41%	(117,807)
Dues/Subscriptions	1,379	1,379	626	45%	(754)
Training/Seminars & Related Travel	12,280	12,280	7,209	59%	(5,071)
Meetings and Related Travel	400	413	413	103%	13
Employee Appreciation	350	350	22	6%	(328)
Employment Costs	-	-	-	0%	-
Recording/Reporting/History	-	-	-	0%	-
Tech/Internet/Software	6,165	7,165	6,736	109%	571
Total Services	<u>220,574</u>	<u>221,587</u>	<u>97,199</u>	<u>44.1%</u>	<u>(123,375)</u>
Capital Outlay					
Furniture, Equipment & Vehicles	8,500	7,016	7,016	83%	(1,484)
Total Capital Outlay	<u>8,500</u>	<u>7,016</u>	<u>7,016</u>	<u>82.5%</u>	<u>(1,484)</u>
Total Engineering and Planning	1,561,102	1,545,313	571,168	36.6%	(989,934)

General Fund Expenditures by Department
Non-departmental
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected Expenditures</u>	<u>Actual Expenditures</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Personnel					
Salaries	-	-	-	0%	-
Total Personnel	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Supplies, Maintenance & Operations					
Supplies and Consumables	3,600	3,600	3,236	90%	(364)
Miscellaneous	-	-	-	0%	-
Emergency Response	500	500	-	0%	(500)
Total Supplies, Maintenance & Operations	<u>4,100</u>	<u>4,100</u>	<u>3,236</u>	<u>78.9%</u>	<u>(864)</u>
Shared Services					
Facility Contracts & Services	123,209	101,831	22,649	18%	(100,560)
Tech/Internet/Software Maintenance	-	-	-	0%	-
Postage	5,625	5,625	2,827	50%	(2,798)
General Liability Insurance	65,000	86,378	86,378	133%	21,378
Electricity	44,000	44,000	24,595	56%	(19,405)
Phone/Cable/Alarms	-	-	-	0%	-
Total Shared Services	<u>237,834</u>	<u>237,834</u>	<u>136,449</u>	<u>57.4%</u>	<u>(101,385)</u>
Transfers & Non-Cash Adjustments					
Transfer to Cap Improv Fund 02	813,526	813,526	813,526	100%	-
Transfer to GF Veh/Equip Fund 31	301,945	301,945	301,945	100%	-
Total Transfers & Non-Cash Adjustments	<u>1,115,471</u>	<u>1,115,471</u>	<u>1,115,471</u>	<u>100.0%</u>	<u>-</u>
Total Non-departmental	<u>1,357,405</u>	<u>1,357,405</u>	<u>1,255,156</u>	<u>92.5%</u>	<u>(102,249)</u>

City of Fair Oaks Ranch
Strategic and Capital Projects Fund
Statement of Revenues and Expenditures
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Beginning Fund Balance	3,269,573	3,269,573	3,269,573		
Revenue					
Transfer from General Fund	813,526	813,526	813,526	100%	-
Total Revenue	<u>813,526</u>	<u>813,526</u>	<u>813,526</u>	<u>100.0%</u>	<u>-</u>
Reliable & Sustainable Infrastructure					
Community Center	395,067	395,067	45,528	12%	(349,539)
City Hall Renovation	340,416	340,416	160,770	47%	(179,646)
Rolling Acres Trail Project #5	222,905	222,905	-	0%	(222,905)
Tivoli Way Project #34	1,451,034	1,451,034	5,884	0%	(1,445,150)
Bond Development Program	37,964	37,964	9,544	25%	(28,420)
Post Oak Trail Widening	210,494	210,494	14,559	7%	(195,935)
Dietz Elkhorn Reconstruction	509,429	509,429	171,180	34%	(338,249)
Dietz Elkhorn Sidewalk	435,230	435,230	30,587	7%	(404,643)
Chartwell Lane Project #35	64,829	64,829	238	0%	(64,592)
Delta Dawn Project #15	238	238	238	100%	-
Total Reliable & Sustainable Infrastructure	<u>3,667,606</u>	<u>3,667,606</u>	<u>438,526</u>	<u>12.0%</u>	<u>(3,229,079)</u>
Public Health, Safety and Welfare					
Fire & EMS Services Program Review	73,775	73,775	73,775	100%	-
Fire Station #3 Upgrades	150,000	150,000	111,373	74%	(38,627)
Total Public Health, Safety and Welfare	<u>223,775</u>	<u>223,775</u>	<u>185,148</u>	<u>82.7%</u>	<u>(38,627)</u>
Operational Excellence					
Communications & Mktg Strategy	40,071	40,071	23,028	57%	(17,043)
City Fleet Fuel Station	97,150	97,150	78,250	81%	(18,900)
3rd Party Scanning	40,000	40,000	-	0%	(40,000)
Total Operational Excellence	<u>177,221</u>	<u>177,221</u>	<u>101,278</u>	<u>57.1%</u>	<u>(75,943)</u>
Total Expenditures	<u>4,068,602</u>	<u>4,068,602</u>	<u>724,953</u>	<u>17.8%</u>	<u>(3,343,649)</u>
Ending Fund Balance	14,498	14,498	3,358,146		

City of Fair Oaks Ranch
 Capital Replacement Fund
 Statement of Revenues and Expenditures
 For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Beginning Fund Balance	1,140,475	1,140,475	1,140,475		
Transfers In					
Transfer from General Fund	301,945	301,945	301,945	100%	-
Total Transfers In	<u>301,945</u>	<u>301,945</u>	<u>301,945</u>	<u>100%</u>	<u>-</u>
Transfers Out					
Transfer to General Fund	260,000	258,944	218,804	84%	(41,196)
Total Transfers Out	<u>260,000</u>	<u>258,944</u>	<u>218,804</u>	<u>84%</u>	<u>(41,196)</u>
Ending Fund Balance	1,182,420	1,183,476	1,223,616		

City of Fair Oaks Ranch
 Debt Service Fund
 Statement of Revenues and Expenditures
 For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Beginning Fund Balance	77,976	77,976	77,976		
Revenue					
General Property - I&S	539,997	552,076	549,163	102%	9,166
Delinquent Property - I&S	3,500	4,500	3,513	100%	13
Penalty & Interest - I&S	2,500	2,500	1,735	69%	(765)
Bank/Investment Interest	3,500	5,500	4,828	138%	1,328
Total Revenue	<u>549,497</u>	<u>564,576</u>	<u>559,239</u>	<u>101.8%</u>	<u>9,742</u>
Expenditures					
Bond Principal	470,000	470,000	470,000	100%	-
Bond Interest Payable	83,163	83,163	44,225	53%	(38,938)
Bond Agent Fees	400	400	200	50%	(200)
Total Expenditures	<u>553,563</u>	<u>553,563</u>	<u>514,425</u>	<u>92.9%</u>	<u>(39,138)</u>
Ending Fund Balance	73,910	88,989	122,790		

City of Fair Oaks Ranch
 Combined Utilities
 Statement of Revenues and Expenses
 For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Operating Revenues	5,252,464	5,916,214	4,140,779	78.8%	(1,111,685)
Operating Expenses	-				
Personnel	2,061,404	1,968,749	1,420,546	68.9%	(640,858)
Supplies, Maintenance & Operations	3,096,761	3,174,382	2,314,715	74.7%	(782,046)
Services	184,734	194,640	144,888	78.4%	(39,846)
Total Operating Expenses	<u>5,342,899</u>	<u>5,337,772</u>	<u>3,880,150</u>	<u>72.6%</u>	<u>(1,462,749)</u>
Operating Income	<u>(90,435)</u>	<u>578,442</u>	<u>260,630</u>	<u>-288.2%</u>	<u>351,065</u>
Non-Operating Revenues (Expenses)					
Non-Operating Revenues	1,110,732	1,580,732	1,189,775	107.1%	79,043
Capital Outlay	(3,242,338)	(3,188,097)	(1,018,742)	31.4%	2,223,596
Depreciation	(778,675)	(778,675)	(389,338)	50.0%	389,337
Asset transfer for GAAP	2,866,132	2,923,739	-	0.0%	(2,866,132)
Bond Interest	(16,515)	(16,515)	(9,065)	54.9%	7,450
Total Non-Operating Revenues (Expenses)	<u>(60,664)</u>	<u>521,184</u>	<u>(227,370)</u>	<u>374.8%</u>	<u>(166,707)</u>
Net Income/(Loss)	(151,099)	1,099,627	33,260	-22.0%	184,358

City of Fair Oaks Ranch
Water Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Water Operating Revenues	3,452,804	4,235,804	2,892,789	83.8%	(560,015)
Water Operating Expenses					
Personnel	1,039,193	957,236	694,929	66.9%	(344,264)
Supplies, Maintenance & Operations	2,496,800	2,573,927	1,853,330	74.2%	(643,470)
Services	117,142	127,348	104,084	88.9%	(13,058)
Total Water Operating Expenses	<u>3,653,135</u>	<u>3,658,512</u>	<u>2,652,343</u>	<u>72.6%</u>	<u>(1,000,792)</u>
Operating Income	<u>(200,331)</u>	<u>577,292</u>	<u>240,445</u>	<u>-120.0%</u>	<u>440,776</u>
Water Non-Operating Revenues (Expenses)					
Non-Operating Revenues	766,740	1,026,740	776,695	101.3%	9,955
Capital Outlay	(1,906,987)	(1,899,952)	(635,502)	33.3%	1,271,485
Depreciation	(508,075)	(508,075)	(254,038)	50.0%	254,037
Asset Transfer for GAAP	1,530,781	1,588,388	-	0.0%	(1,530,781)
Bond Interest	(13,873)	(13,873)	(7,614)	54.9%	6,258
Transfers Out	(383,815)	(583,815)	(451,862)	117.7%	(68,047)
Transfers In	530,691	730,691	541,429	102.0%	10,738
Total Water Non-Operating Revenues (Expenses)	<u>15,463</u>	<u>340,105</u>	<u>(30,893)</u>	<u>-199.8%</u>	<u>(46,355)</u>
Water Net Income/(Loss)	(184,868)	917,397	209,553	-113.4%	394,421

City of Fair Oaks Ranch
Water Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Water Operating Revenues					
Water Revenue Residential	2,928,832	3,678,832	2,540,541	86.7%	(388,291)
Water Revenue Commercial	168,665	168,665	102,812	61.0%	(65,853)
Water Contract Commercial	177,354	177,354	133,015	75.0%	(44,339)
Water Revenue Non Potable	77,500	77,500	18,601	24.0%	(58,899)
Water Service Connect Fees	25,000	32,500	23,190	92.8%	(1,810)
Water Penalties	34,753	49,753	38,095	109.6%	3,342
Water-Bad Debts	(500)	(7,000)	(5,609)	1121.8%	(5,109)
Misc./Special Requests	500	500	145	29.0%	(355)
Third Party Reimbursement	8,500	3,500	963	11.3%	(7,537)
Permits/Variances	1,200	1,200	450	37.5%	(750)
Credit Card Service Fee	31,000	53,000	40,585	130.9%	9,585
Total Water Operating Revenues	<u>3,452,804</u>	<u>4,235,804</u>	<u>2,892,789</u>	<u>83.8%</u>	<u>(560,015)</u>
Water Non-Operating Revenues					
Water Debt Service	282,791	282,791	213,071	75.3%	(69,720)
Water Capital	283,949	283,949	213,943	75.3%	(70,006)
Water Impact Fees	50,000	250,000	188,046	376.1%	138,046
Water Interest Income	150,000	210,000	161,634	107.8%	11,634
Sale of Assets	-	-	-	0.0%	-
Total Water Non-Operating Revenues	<u>766,740</u>	<u>1,026,740</u>	<u>776,695</u>	<u>101.3%</u>	<u>9,955</u>

City of Fair Oaks Ranch
Water Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Operating Expenses					
Service Salaries	294,770	242,317	184,484	62.6%	(110,286)
Service Overtime	8,102	14,875	6,692	82.6%	(1,410)
Service Taxes - FICA	18,778	15,334	11,689	62.3%	(7,089)
Service Taxes - MEDICARE	4,392	3,589	2,734	62.2%	(1,658)
Service Workers' Comp	10,082	9,215	9,215	91.4%	(867)
Service Taxes - SUTA/FUTA	518	640	640	123.6%	122
Service Retirement	37,382	31,492	24,136	64.6%	(13,246)
Service Insurance	60,093	51,388	37,013	61.6%	(23,080)
Service Allowance for Vacancies	(14,738)	-	-	0.0%	14,738
Administration Salaries	465,943	447,896	314,425	67.5%	(151,518)
Administration Overtime	186	262	262	140.8%	76
Administration Taxes - FICA	28,783	26,415	19,073	66.3%	(9,710)
Administration Taxes - MEDICARE	6,759	6,184	4,472	66.2%	(2,287)
Administration Workers' Comp	1,462	1,278	1,278	87.4%	(184)
Administration Taxes - SUTA/FUTA	504	628	628	124.6%	124
Administration Retirement	57,532	54,479	39,720	69.0%	(17,812)
Administration Insurance	62,703	51,245	38,467	61.3%	(24,236)
Administration Allowance for Vacancies	(4,058)	-	-	0.0%	4,058
Uniforms	7,110	7,110	4,864	68.4%	(2,246)
Power	150,000	155,000	71,271	47.5%	(78,729)
Maintenance of Plants/Lines	120,000	150,000	123,030	102.5%	3,030
Analysis Fees	9,000	11,000	7,809	86.8%	(1,191)
Chemicals	3,500	5,750	4,259	121.7%	759
City Management Fee	167,618	205,118	138,579	82.7%	(29,039)
Equipment Maintenance	15,900	15,900	7,257	45.6%	(8,643)
Equipment Gas & Oil	15,000	15,000	11,609	77.4%	(3,391)
GBRA Water Fees	1,557,453	1,530,953	1,131,173	72.6%	(426,280)
Equipment Lease	1,000	-	-	0.0%	(1,000)
Tools & Minor Equipment	11,125	13,125	11,689	105.1%	564
Training	24,638	20,638	13,727	55.7%	(10,911)
Utilities & Radio	27,705	25,705	12,999	46.9%	(14,706)
Signal & Telemetry	1,536	-	-	0.0%	(1,536)
Water Building Maintenance	11,380	11,380	3,880	34.1%	(7,500)
Supplies & Consumables	2,200	4,200	3,928	178.6%	1,728
Vehicle Maintenance/Repair	6,500	6,500	4,759	73.2%	(1,741)
Utilities & Telephone	9,189	9,189	6,230	67.8%	(2,959)
Dues & Publications	2,281	2,281	684	30.0%	(1,596)

City of Fair Oaks Ranch
Water Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Water Professional Services	106,581	116,581	96,534	90.6%	(10,047)
Permit & Licenses	8,883	8,883	8,387	94.4%	(496)
General Liability Insurance	32,500	34,714	34,714	106.8%	2,214
Office Supplies	3,244	3,244	1,567	48.3%	(1,677)
Travel & Meetings	4,250	2,750	2,157	50.7%	(2,093)
Software & Computer	260,227	260,227	192,181	73.9%	(68,046)
Recording/Reporting	500	500	-	0.0%	(500)
Postage	938	938	566	60.3%	(372)
Building/Equip Maintenance	150	-	-	0.0%	(150)
Conservation Ed & Newsletter	1,370	1,370	698	51.0%	(672)
Billing Statement Charges	3,400	4,000	3,101	91.2%	(299)
Billing Postage	8,500	9,000	7,957	93.6%	(543)
Copier Lease	1,954	1,954	1,151	58.9%	(803)
Public Relations	4,000	4,206	4,206	105.2%	206
Employment Costs	1,330	1,330	255	19.2%	(1,075)
Employee Appreciation	5,231	5,231	3,090	59.1%	(2,141)
Water Miscellaneous	250	-	-	0.0%	(250)
Credit Card Service Fee	27,500	57,500	43,106	156.8%	15,606
Total Operating Expenses	<u>3,653,135</u>	<u>3,658,512</u>	<u>2,652,343</u>	<u>72.6%</u>	<u>(1,000,792)</u>

City of Fair Oaks Ranch
Water Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Capital Outlays					
Operational Capital	288,970	345,934	199,843	69.2%	(89,127)
Water Equipment Purchases	350,272	350,915	194,708	55.6%	(155,564)
Elevated Storage Tank	161,833	161,833	-	0.0%	(161,833)
Elmo Davis Upgrades	64,642	-	-	0.0%	(64,642)
Plant 5 Expansion	223,643	223,643	16,994	7.6%	(206,649)
Willow Wind/Red Bud Hill	34,869	34,869	10,562	30.3%	(24,307)
Old Fredericksburg Rd	266,063	266,063	-	0.0%	(266,063)
Rolling Acres Trail	36,783	36,783	9,859	26.8%	(26,924)
Well 27 Upgrades	60,000	60,000	-	0.0%	(60,000)
Well 31 Upgrades	60,000	60,000	-	0.0%	(60,000)
Well 25 Upgrades	60,000	60,000	-	0.0%	(60,000)
Well 28 Upgrades	60,000	60,000	-	0.0%	(60,000)
Cibolo Creek Waterline Relocation	239,912	239,912	203,537	84.8%	(36,375)
Total Capital Outlays	<u>1,906,987</u>	<u>1,899,952</u>	<u>635,502</u>	<u>33.3%</u>	<u>(1,271,485)</u>
Debt Service					
Bond Water Issuance Fees	-	-	-	0.0%	-
Bond Interest Cost	13,873	13,873	7,614	54.9%	(6,258)
Total Debt Service	<u>13,873</u>	<u>13,873</u>	<u>7,614</u>	<u>54.9%</u>	<u>(6,258)</u>
Non-Cash Adjustments					
Transfer to Veh/Equip Replace Fund	49,866	49,866	49,866	100.0%	0
Transfer from ERF	(196,742)	(196,742)	(139,433)	70.9%	57,309
Water Service Depreciation	508,075	508,075	254,038	50.0%	(254,037)
Transfer of Assets to Balance Sheet	(1,530,781)	(1,588,388)	-	0.0%	1,530,781
Total Non-Cash Adjustments	<u>(1,169,582)</u>	<u>(1,227,189)</u>	<u>164,471</u>	<u>-14.1%</u>	<u>1,334,053</u>

City of Fair Oaks Ranch
Wastewater Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Wastewater Operating Revenues	1,799,660	1,680,410	1,247,991	69.3%	(551,669)
Wastewater Operating Expenses					
Personnel	1,022,211	1,011,513	725,617	71.0%	(296,594)
Supplies, Maintenance & Operations	599,961	600,455	461,385	76.9%	(138,576)
Services	67,592	67,292	40,804	60.4%	(26,788)
Total Wastewater Operating Expenses	<u>1,689,764</u>	<u>1,679,260</u>	<u>1,227,806</u>	<u>72.7%</u>	<u>(461,958)</u>
Operating Income	<u>109,896</u>	<u>1,150</u>	<u>20,185</u>	<u>18.4%</u>	<u>(89,711)</u>
Wastewater Non-Operating Revenues (Expenses)					
Wastewater Non-Operating Revenues	343,992	553,992	413,080	120.1%	69,088
Capital Outlay	(1,335,351)	(1,288,145)	(383,240)	28.7%	952,111
Depreciation	(270,600)	(270,600)	(135,300)	50.0%	135,300
Asset Transfer for GAAP	1,335,351	1,335,351	-	0.0%	(1,335,351)
Bond Interest	(2,642)	(2,642)	(1,450)	54.9%	1,192
Transfers Out	(180,848)	(330,848)	(251,519)	139.1%	(70,671)
Transfers In	379,857	529,857	353,020	92.9%	(26,837)
Total Wastewater Non-Operating Revenues (Expenses)	<u>269,759</u>	<u>526,965</u>	<u>(5,409)</u>	<u>-2.0%</u>	<u>(275,168)</u>
Wastewater Net Income/(Loss)	379,655	528,115	14,775	3.9%	(364,880)

City of Fair Oaks Ranch
Wastewater Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Wastewater Operating Revenues					
Sewer Revenue Residential	1,709,775	1,609,775	1,200,386	70.2%	(509,389)
Sewer Revenue Commercial	58,345	37,345	22,398	38.4%	(35,947)
Sewer Service Connect Fee	23,000	23,000	17,128	74.5%	(5,872)
Sewer Penalties	8,438	11,438	8,823	104.6%	385
Sewer Bad Debt	(250)	(1,500)	(744)	297.5%	(494)
Sewer Grant Revenue	-	-	-	0.0%	-
SECO EECBG	-	-	-	0.0%	-
Misc/Special Requests	352	352	-	0.0%	(352)
Third Party Reimbursement	-	-	-	0.0%	-
Total Wastewater Operating Revenues	<u>1,799,660</u>	<u>1,680,410</u>	<u>1,247,991</u>	<u>69.3%</u>	<u>(551,669)</u>
Wastewater Non-Operating Revenues					
Sewer Debt Service	54,077	54,077	40,807	75.5%	(13,270)
Sewer Capital	107,915	107,915	81,433	75.5%	(26,482)
Sewer Impact Fee	32,000	182,000	129,148	403.6%	97,148
Sewer Interest Income	150,000	210,000	161,692	107.8%	11,692
Sale of Assets	-	-	-	0.0%	-
Total Wastewater Non-Operating Revenues	<u>343,992</u>	<u>553,992</u>	<u>413,080</u>	<u>120.1%</u>	<u>69,088</u>

City of Fair Oaks Ranch
Wastewater Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Operating Expenses					
Service Salaries	306,118	310,468	221,463	72.3%	(84,655)
Service Overtime	8,430	11,057	7,747	91.9%	(683)
Service Taxes - FICA	19,502	19,361	14,204	72.8%	(5,298)
Service Taxes - Medicare	4,561	4,531	3,322	72.8%	(1,239)
Service Workers' Comp	10,457	9,543	9,543	91.3%	(914)
Service Taxes - SUTA/FUTA	518	699	699	134.9%	181
Service Retirement	38,823	39,136	28,914	74.5%	(9,909)
Service Insurance	51,630	50,696	37,354	72.3%	(14,276)
Service Allowance for Vacancies	(15,305)	-	-	0.0%	15,305
Administration Salaries	447,540	429,444	301,331	67.3%	(146,209)
Administration Overtime	186	262	262	140.8%	76
Administration Taxes - FICA	27,642	25,225	18,237	66.0%	(9,405)
Administration Taxes - Medicare	6,492	5,915	4,275	65.8%	(2,217)
Administration Workers' Comp	1,407	1,230	1,230	87.4%	(177)
Administration Taxes - SUTA/FUTA	477	593	593	124.3%	116
Administration Retirement	55,261	52,229	38,063	68.9%	(17,198)
Sewer Admin Insurance	62,530	51,124	38,380	61.4%	(24,150)
Administration Allowance for Vacancies	(4,058)	-	-	0.0%	4,058
Uniforms	5,335	5,335	5,123	96.0%	(212)
Power	40,000	40,500	26,253	65.6%	(13,747)
Maintenance Of Plant/ Lines	131,448	131,448	117,097	89.1%	(14,351)
Sludge Hauling	-	-	-	0.0%	-
Analysis Fees	27,000	31,000	21,352	79.1%	(5,648)
Chemicals	32,500	33,000	24,012	73.9%	(8,488)
City Management Fee	88,406	82,356	61,143	69.2%	(27,263)
Equipment Maintenance	9,790	11,790	7,985	81.6%	(1,805)
Equipment Gas & Oil	11,875	11,875	10,250	86.3%	(1,625)
Equipment Lease	2,500	-	-	0.0%	(2,500)
Tools & Minor Equipment	10,250	10,250	6,311	61.6%	(3,939)
Training	24,064	20,064	8,878	36.9%	(15,186)
Utilities & Radios	26,005	26,005	13,089	50.3%	(12,916)
Signal & Telemetry	1,920	-	-	0.0%	(1,920)
Building Maintenance	15,900	13,900	6,205	39.0%	(9,695)
Supplies & Consumables	2,500	5,500	4,257	170.3%	1,757
Vehicle Maintenance & Repairs	5,000	8,000	6,752	135.0%	1,752

City of Fair Oaks Ranch
Wastewater Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Inventory Adjustment	-	-	-	0.0%	-
Utilities/Telephone	8,130	8,130	5,416	66.6%	(2,714)
Dues & Publications	2,324	2,324	684	29.4%	(1,639)
Professional Fees	57,081	57,081	33,435	58.6%	(23,646)
Permits & Licenses	3,693	3,693	1,609	43.6%	(2,084)
Liability Insurance	32,500	34,714	34,714	106.8%	2,214
Office Supplies	2,244	3,744	3,535	157.5%	1,291
Travel & Meetings	4,250	2,750	920	21.6%	(3,330)
Software & Computers	97,024	97,024	82,917	85.5%	(14,107)
Recording/Reporting	350	350	-	0.0%	(350)
Sewer Postage	600	750	675	112.5%	75
Adm Bldg/Equip. Maintenance	150	-	-	0.0%	(150)
Billing Statement Charges	3,500	4,500	3,101	88.6%	(399)
Billing Postage	8,500	9,500	7,957	93.6%	(543)
Copier Lease	1,954	1,954	1,151	58.9%	(803)
Public Relations	4,000	4,200	4,200	105.0%	200
Employment Costs	1,330	830	255	19.2%	(1,075)
Employee Appreciation	5,181	5,181	2,914	56.2%	(2,267)
Miscellaneous	250	-	-	0.0%	(250)
Total Operating Expenses	<u>1,689,764</u>	<u>1,679,260</u>	<u>1,227,806</u>	<u>72.7%</u>	<u>(461,958)</u>

City of Fair Oaks Ranch
Wastewater Utility
Statement of Revenues and Expenses
For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Capital Outlays					
Operational Capital	-	-	-	0.0%	-
Wastewater Equipment Purchases	374,942	370,892	252,114	67.2%	(122,827)
Solids Handling	43,156	-	(18,141)	-42.0%	(61,297)
Future WW Treatment Plant	917,253	917,253	149,267	16.3%	(767,986)
Total Capital Outlays	<u>1,335,351</u>	<u>1,288,145</u>	<u>383,240</u>	<u>28.7%</u>	<u>(952,111)</u>
Debt Service					
Bond Water Issuance Fees	-	-	-	0.0%	-
Bond Interest Cost	2,642	2,642	1,450	54.9%	(1,192)
Total Debt Service	<u>2,642</u>	<u>2,642</u>	<u>1,450</u>	<u>54.9%</u>	<u>(1,192)</u>
Non-Cash Adjustments					
Transfer To Vehicle Repl. Fund	40,933	40,933	40,933	100.0%	-
Transfer from ERF	(239,942)	(239,942)	(142,434)	59.4%	97,508
Sewer Service Depreciation	270,600	270,600	135,300	50.0%	(135,300)
Asset Transfers to Balance Sheet	(1,335,351)	(1,335,351)	-	0.0%	1,335,351
Total Non-Cash Adjustments	<u>(1,263,760)</u>	<u>(1,263,760)</u>	<u>33,799</u>	<u>-2.7%</u>	<u>1,297,559</u>

City of Fair Oaks Ranch
 Utility Capital Replacement Fund
 Statement of Revenues and Expenses
 For the nine months ended June 30, 2024

	<u>Amended Budget</u>	<u>Projected</u>	<u>Actual</u>	<u>Percent of Budget</u>	<u>Variance from Budget</u>
Transfers In					
Transfer from Water Division	49,866	49,866	49,866	100.0%	-
Transfer from Wastewater Division	40,933	40,933	40,933	100.0%	-
Total Transfers In	<u>90,799</u>	<u>90,799</u>	<u>90,799</u>	100.0%	-
Transfers Out					
Transfer to Water Utility	196,742	196,742	139,433	70.9%	(57,309)
Transfer to Wastewater Utility	239,942	239,942	142,434	59.4%	(97,508)
Total Transfers Out	<u>436,684</u>	<u>436,684</u>	<u>281,867</u>	64.5%	<u>(154,817)</u>
Net Income/(Loss)	(345,885)	(345,885)	(191,068)	55.2%	154,817



City of Fair Oaks Ranch

To: Mayor and City Council
From: Summer Fleming, Director of Finance
Re: 3rd Quarter FY 2023-24 Investment Report
Date: August 1, 2024

This report complies with the City's investment policy Section 9 and 11 and Texas Government Code Section 2256.023 ("Public Funds Investment Act").

ACTIVITIES FOR THE QUARTER

During the quarter, all City operating funds were held in three investment categories: (a) 5.2% was invested in Frost Bank checking accounts, (b) 22.2% in TexPool, a government investment pool created on behalf of Texas entities consistent with the Public Funds Investment Act and is rated AAAM by Standard and Poor's, and (c) 72.6% in Texas CLASS, a local government investment pool that is rated AAAM. All investment categories comply with the City's investment policy.

Overall : For the quarter, the City earned \$283,650 in interest.

Bank Checking Accounts : The City earns traditional interest paid in cash on checking account balances. Traditional interest paid to the City totaled \$157.

The bank must secure ("collateralize") all City funds over \$250,000 by pledging certain of its own assets for the City and have such held by an independent third party custodian. The custodian sends evidence of this to the City monthly. The following summarizes collateralization activity as of the end of this quarter:

<u>Total Deposits</u>	<u>Collateral Market Value</u>	<u>Collateral Percentage</u>
\$1,127,467	\$1,467,545	130.163

The City's financial management policy requires a minimum of 102% on such balances.

TexPool : Earnings on the City's funds totaled \$73,541 for this portion of the portfolio. During the quarter, TexPool shares were valued at \$1 per share.

Texas CLASS: Earnings on the City's funds totaled \$209,952 for this portion of the portfolio. During the quarter, Texas CLASS shares were valued at \$1 per share.

Signed:

Summer Fleming, Director of Finance

Fair Oaks Ranch
Investment Report
For the Quarter Ended June 30, 2024

Description	Beginning Balance	Net Transfers In/(Out)	Interest Earnings	Ending Balance	Market Value	Avg Yield	Weighted Avg Maturity
Frost Bank	591,019	523,465	157	1,114,641	1,114,641		
TexPool	590,015	-	7,851	597,867	597,867	5.31%	40 Days
TexPool Prime	6,060,115	(1,936,495)	65,690	4,189,311	4,189,311	5.46%	44 Days
Texas CLASS	15,454,447	-	209,952	15,664,398	15,664,398	5.43%	80 Days
Total	22,695,596	(1,413,030)	283,650	21,566,216	21,566,216		

Interest Rate Comparison (Quarterly Average)

Qtr Ended	TexPool	TexPool Prime	Texas CLASS	3 Month T-bill	6 Month T-bill	2 Year Treasury Note	CDARS 6 month CD
Sep-23	5.25%	5.49%	5.44%	5.45%	5.52%	5.12%	4.93%
Dec-23	5.36%	5.59%	5.57%	5.44%	5.46%	4.81%	4.93%
Mar-24	5.33%	5.51%	5.50%	5.37%	5.34%	4.59%	4.73%
Jun-24	5.31%	5.46%	5.43%	5.36%	5.32%	4.63%	4.73%
Year Average	5.31%	5.51%	5.49%	5.41%	5.41%	4.79%	4.83%

