



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, September 05, 2023 at 6:30 PM

**AGENDA**

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**The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.**

**Citizens May E-Mail Public Comments To [citizenstobeheard@leonvalleytexas.gov](mailto:citizenstobeheard@leonvalleytexas.gov). All Other Citizen Participation May Be Provided In-Person at City Council Chambers.**

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- 1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance**
- 2. Citizens to be Heard**
- 3. Presentations**
  1. Presentation of a Proclamation Declaring Payroll Week - Ms. Deloris Kelly with Holt CAT - Mayor Chris Riley
  2. Presentation, Discussion, and Possible Action on Fourth of July Recap - C. Miranda, Community Relations Director
  3. Presentation, Discussion, and Possible Action on Renaming the Leon Valley Community Center to the Irene Baldrige Community Center - Mayor Chris Riley
- 4. Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

## 5. City Manager's Report

### 1. Upcoming Important Events:

**Regular City Council Meeting, Tuesday, September 19, 2023, at 6:30 PM, in City Council Chambers.**

**National Night Out, Tuesday, October 04, 2023. Deadline to register your event is Thursday, September 28, 2023. More information is located at <https://www.leonvalleytexas.gov/police/page/national-night-out>**

**Miscellaneous other events and announcements.**

## 6. Consent Agenda

### 1. Discussion and Possible Action Approving of the Following City Council Minutes:

- a. 08-15-2023 Regular City Council Meeting Minutes

### 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:

- a. 05-10-2023 Earthwise Living Committee Meeting Minutes
- b. 07-13-2023 Park Commission Meeting Minutes
- c. 07-25-2023 Planning & Zoning Commission Meeting Minutes

### 3. Discussion and Possible Action Excusing Councilor Benny Martinez from the August 01, 2023 and the August 15, 2023 Regular City Council Meeting in Accordance with the City of Leon Valley Charter, Article III - The City Council and Mayor - Mayor Chris Riley

## 7. Regular Agenda

### 1. Presentation, Discussion, and Possible Action on a Resolution Authorizing the City Manager to Negotiate and Enter Into a Contract with Ardurra Engineering or Other Firm For Professional Consulting Engineering Services - M. Moritz, Public Works Director

### 2. Presentation, **Public Hearing**, and Discussion to Consider Approval of an Ordinance Amending Chapter 15 Zoning, Division 6, Section 15.02.306 R-1 Single-Family Dwelling District, to Allow Accessory Buildings in the Side Yard - (1st Read as Required by City Charter) - M. Teague, Planning and Zoning Director

### 3. Presentation and Discussion to Consider an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional Prohibited Uses and Activities, to Add a Sub-section (h), Prohibiting Smoking in the Huebner-Onion Natural Area Park (HONAP) (1st Read as Required by City Charter) - M. Moritz, Public Works Director

### 4. Presentation and Discussion on an Ordinance Authorizing the Amendment of the General Fund Budget for Fiscal Year of 2022-2023 (1st Read as Required by City Charter) - C. Miranda, Community Relations Director

5. Conduct a **Public Hearing** for the City of Leon Valley on the Proposed Budget Fiscal Year 2023-2024 - Dr. Caldera, City Manager
6. Discussion and Possible Action on an Ordinance Approving and Adopting Fiscal Year 2023-2024 Budget and Associated Capital Acquisition Plan (1st Read Was Held on 06-20-2023) - Dr. Caldera, City Manager
7. Discussion and Possible Auction of a Resolution Ratifying the Fiscal Year 2024 Budget that will Raise Less Revenue from Property Taxes than Last Year's Budget by \$5,553 or .00102406 percent decrease from last year's budget. The Property Tax Revenue to be Raised from New Property Added to the Tax Roll This Year is \$10,026.27 - Dr. Caldera, City Manager
8. Presentation and Discussion on an Ordinance Authorizing the 2023 Property Tax Rate. (1st Reading as Required by City Charter) - Dr. Caldera, City Manager
9. Presentation and Discussion on an Ordinance of the City of Leon Valley, Texas, City Council Amending the City of Leon Valley Code of Ordinances, Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Appendix A Fee Schedule, A2.000 Administrative Fees (1st Read as Required by City Charter) - S. Passailaigue, City Secretary
10. Presentation and Discussion on Authorizing an Ordinance Amending the City Of Leon Valley Code Of Ordinances, Chapter 1, Article 1.04 City Council, Sec. 1.04.001 Rules Of Meeting Decorum and Conduct, Adding Executive Session Meeting Time of 6:00 p.m. and Prohibiting Outside Presentations (First Read as Required by City Charter) - Dr. Caldera, City Manager
11. Presentation and Discussion on an Ordinance Amending Leon Valley Code Of Ordinances, Chapter 4 Business Regulations; Adding Article 4.13 Short Term Rental, Sections 4.13.001 – 4.13.011; Providing For Regulations for the Registration and Use of Short Term Rentals; Providing for Definitions; Providing for Inspections; Providing for Restrictions; Providing for Brochure and Safety Requirements; Providing a Penalty Not to Exceed Five Hundred and No/100 Dollars (\$500.00); Amending Chapter 11 -Taxation of the Code of Ordinances By Amending the Definition of a Hotel to Include Short Term Rental Units; Amending Appendix A Fee Schedule, Adding Article A17.011 Short-Term Rental Registration Fee - (First Read, Councilor Campos and Orozco)
12. Presentation and Discussion to Consider Approval of an Ordinance Authorizing a Fiscal Year 2022-23 General Fund Budget Adjustment in the Amount of \$25,000 for the Purpose of Increasing the Finance Department Budget. (1st Read as Required by City Charter) - C. Goering, Finance Director

## 8. Citizens to be Heard

9. **Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley’s Code of Ordinances, at a meeting of City Council, a member of City Council may place an item on an agenda by making a motion to place the item on a future agenda and receiving a second. No discussion shall occur at the meeting regarding the placement of the item on a future agenda.**

10. **Adjournment**

**Executive Session.** The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

**Sec. 551.0411. MEETING NOTICE REQUIREMENTS IN CERTAIN CIRCUMSTANCES:** (a) Section does not require a governmental body that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent this chapter. If an open meeting is continued to the following regular business day and, on that following day, the governmental body continues the meeting to another day, the governmental body must give written notice as required by this subchapter of the meeting continued to that other day.

**Attendance by Other Elected or Appointed Officials:** It is anticipated that members of other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or act on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at <https://www.leonvalleytexas.gov/meetings> . This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To plan, call (210) 684-1391, Extension 216.



SAUNDRA PASSAILAIGUE, TRMC

City Secretary

September 01, 2023 8:20 AM







### ***National Payroll Week Proclamation***

Whereas the American Payroll Association and its more than 20,000 members have launched a nationwide public awareness campaign that pays tribute to the nearly 150 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings, and withholding federal employment taxes; and

Whereas payroll professionals in the City of Leon Valley, Texas play a key role in maintaining the economic health of Leon Valley, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

Whereas payroll departments collectively spend more than \$2.4 trillion annually complying with myriad federal and state wage and tax laws; and Whereas payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

Whereas payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

Whereas payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

Whereas the week in which Labor Day falls has been proclaimed National Payroll Week, I hereby give additional support to the efforts of the people who work in Leon Valley, Texas and of the payroll profession by proclaiming the first full week of September Payroll Week for this Leon Valley, Texas.

*Signed by my hand on this the 5<sup>th</sup> day of September, 2023.*

*Chris Riley*  
\_\_\_\_\_  
Mayor Chris Riley





# Land That I Love Recap

Crystal Miranda  
Community Relations Director  
City Council Meeting  
September 5, 2023



# Purpose

- To present a recap to the City Council on the City of Leon Valley's 4<sup>th</sup> of July Land That I Love Event.



# "Land That I Love"

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## Overview

**Tuesday, July 4<sup>th</sup>, 2023**

- ★ Leon Valley Historical Society Pioneer Run at 7:30 a.m.
- ★ Vendors, Food Trucks, SBFZ 6:30 p.m. – 9:30 p.m.
- ★ Parade 7:00 p.m.
- ★ Spazmatics 8:00 p.m.
- ★ Fireworks at 9:45 p.m.
- ★ Spazmatics Finale 10:30 p.m.

**Tuesday,  
July 4,  
2023**

**Pioneer 5k - 7:30 a.m.**

**Parade - 7 p.m.**

**The Spazmatics - 8 p.m.**

**Vendors, Food Trucks,  
Beer - 5 p.m.**

**Small Business FunZone  
Fireworks Display - 9:45  
p.m.**

**Concert Ends at 10:30**

# Revenue

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| Name                   | Amount   |
|------------------------|----------|
| Sponsorship            | \$54,500 |
| Vendor Fees            | \$2,170  |
| Small Business Support | \$4,850  |
| Total                  | \$61,520 |



# In-Kind Support

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| Business         | Cost/Item                             |
|------------------|---------------------------------------|
| Bexar County     | Cooling tent                          |
| Tiger Sanitation | Trash and Recycling Bins              |
| Smash Dance      | National Anthem and Dance Performance |
| H-E-B            | In store credit \$1,000               |
| Image 360        | Banner \$300                          |
| Sunset Funeral   | 2 tents                               |
| Randolph Brooks  | Water for volunteers - \$150          |



# Expenses – Advertisement

| Category                          | Cost         |
|-----------------------------------|--------------|
| Event Set-Up & Staging/Operations | \$52,231.90  |
| Advertising                       | \$4,694.59   |
| Entertainment                     | \$30,274.89  |
| Miscellaneous                     | \$2,942.92   |
| Staff Overtime                    | \$41,918.60  |
|                                   |              |
| Total                             | \$132,062.90 |

# Event Summary of Cost

|   |               |
|---|---------------|
| <b>Total Cost (Set-Up and Staging)</b>    | \$ 52,231.90  |
| <b>Total Cost (Advertisement/Signage)</b> | \$ 4,694.59   |
| <b>Total Cost (Entertainment)</b>         | \$ 30,274.89  |
| <b>Total Cost (Miscellaneous)</b>         | \$ 2,942.92   |
| <b>Total Cost (Employee OT)</b>           | \$ 41,918.60  |
| <b>Total Cost</b>                         | \$ 132,062.90 |

# Event Fiscal Impact

| City Budget                    |          |
|--------------------------------|----------|
| Fourth of July Budget          | \$80,000 |
| Fourth of July Overtime Budget | \$18,000 |
| Total Budget                   | \$98,000 |

| Revenue                    |                     |
|----------------------------|---------------------|
| Monetary Sponsorships      | \$54,500            |
| Vendor Fees                | \$2,170             |
| Small Business Sponsorship | \$4,850             |
| <b>Total Revenue</b>       | <b>\$61,520.00</b>  |
| Expenditure                |                     |
| Set-Up & Staging           | \$52,231.90         |
| Advertising                | \$4,694.59          |
| Entertainment              | \$30,274.89         |
| Miscellaneous              | \$2,942.92          |
| Hourly Staff               | \$41,918.60         |
| <b>Total Expenditures</b>  | <b>\$132,062.90</b> |



# Event Fiscal Impact - Entertainment

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- Entertainment Breakdown:
  - SMASH – Dance and National Anthem = \$0 (in-kind plus sponsorship)
  - The Spazmatics - \$10,500
  - Fireworks - \$15,900
  - Inflatables - \$3,265
  - Rent Giant Games - \$175
  - Academy - \$434.89
- Total = \$30,274.89

# Event Fiscal Impact - Operations

- Operations Breakdown:
  - Barricades, Message Boards, Restrooms, Light Towers, Sink Stations, etc. = \$14,556.90
  - Stage and Sound Production for Entertainment = \$20,000
  - Security = \$7,695
  - Portacools = \$360
  - Electrician = \$9,620
- Total = \$52,231.90



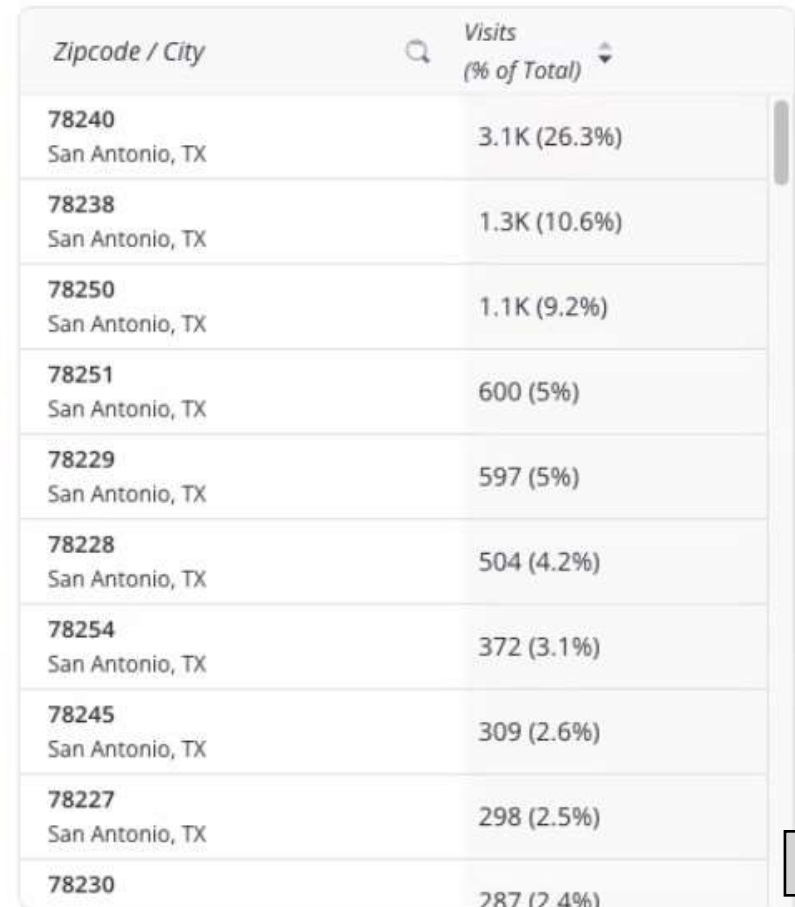
# Event Feedback

- **Concerns and Recommendations**

- **5k**
  - Contract additional officers
- **Parade**
  - More volunteers/staff
  - Barricades were moved or ignored – look into different road closures
  - Better communication
  - Information station – check in table with shade needs to be visible
  -
- **Event**
  - Security
  - EMS/Fire
  - More volunteers/staff
  - Move stage – allow for fair vending opportunities
  - Stick to deadlines
  - Fencing off fireworks zone
  - Golf Carts
  - Inflatables – injuries, lost children, etc.
  - Vendors



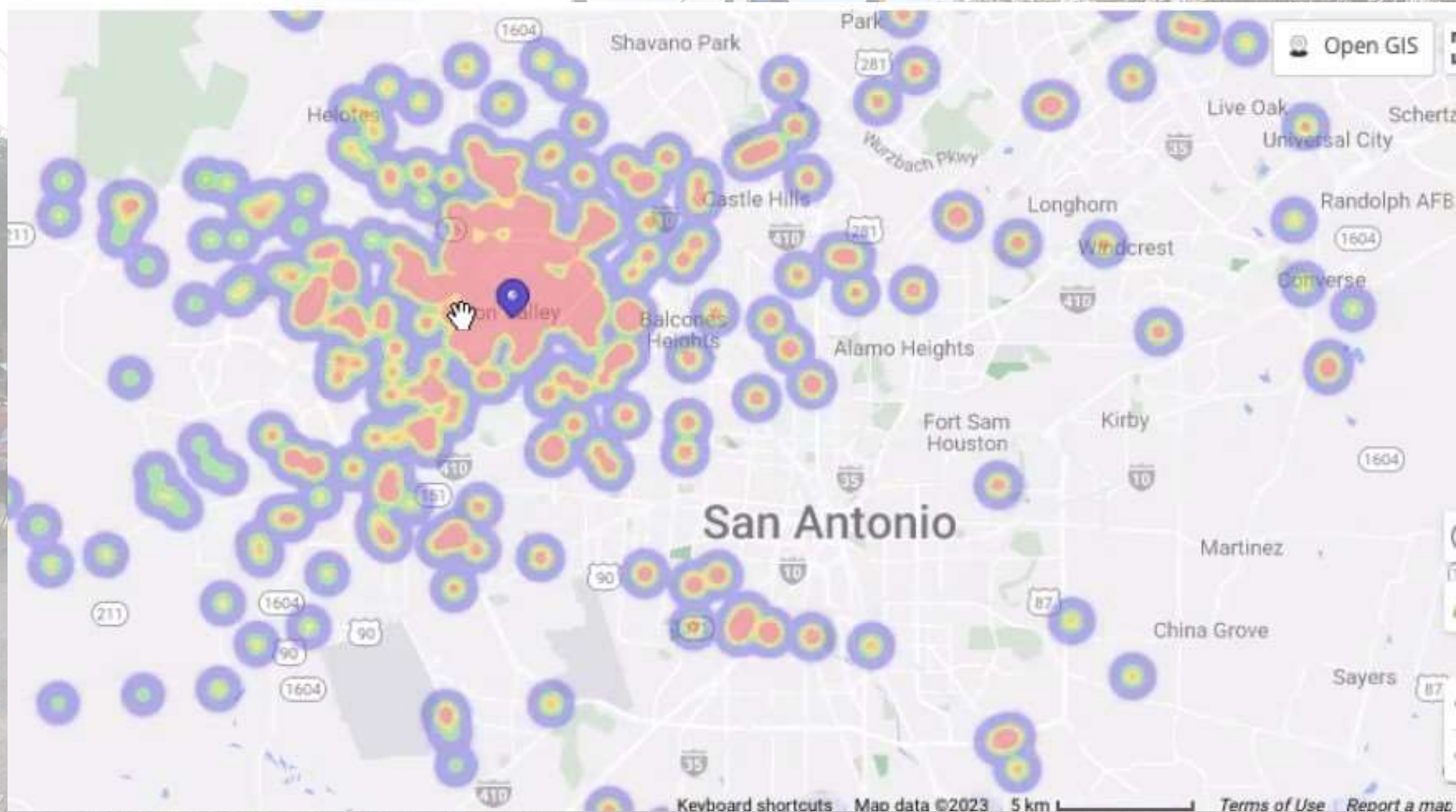
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# Economic Impact

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# Economic Impact

## Property Overview

Jul 4 - Jul 4, 2023

### Hourly Visits

Raymond Rimkus Park  
6440 Evers Rd, Leon Valley, TX 78238



Visits | Jul 4th, 2023  
Data provided by Placer Labs Inc. (www.placer.ai)



### Trade Area Coverage by Distance

Venues: ☒ Metric: % of Visits By: Home Location Min. Visits: 1 View: Distribution





# Questions



# S.E.E. Statement

Social Equity – Is demonstrated by the City by providing additional recreational amenities for residents and visitors to the Fourth of July event. This encourages collaborative participation among residents, businesses and stakeholders in a family-friendly event.

Economic Development- The City's event exhibited a distinctive and welcoming identity by providing opportunities for participants to market their businesses and initiatives.

Environmental Stewardship - Recycling Bins were available at the event.



It is with deep sorrow that The City of Leon Valley announces the passing of our beloved former Leon Valley Mayor, Irene S. Baldrige. Mrs. Baldrige died peacefully at home on May 22, 2023, after a brief illness, at the age of 94.

Irene served a total of 20 years on the Leon Valley City Council, including 10 years as mayor (1984-1994). As mayor, Irene oversaw the construction of the Community Center, the library building and the public works building, and the city's development of the Linkwood subdivision, among many other accomplishments.

After her most recent city council service (2007-2013), Irene continued to volunteer on several city committees. She was also a longtime board member of the Leon Valley Historical Society, helping to preserve the Huebner-Onion Homestead.

Irene's selfless devotion to her community will be greatly missed. A memorial service will be held at 10 am on Saturday, June 17<sup>th</sup> at Western Hills Christian Church at 8535 Huebner Road, San Antonio, TX. 78240.



RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF THE CITY OF LEON VALLEY COUNCIL, APPROVING OR PROVIDING DIRECTION ON RENAMING THE LEON VALLEY COMMUNITY CENTER AFTER THE LATE IRENE S. BALDRIDGE.**

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**WHEREAS**, on May 22, 2023, the beloved former Leon Valley Mayor, Irene S. Baldrige passed away peacefully at her home at the age of 94; and

**WHEREAS**, Mrs. Baldrige served a total of 20 years on the Leon Valley City Council with 10 years as Mayor, contributing to projects, developments, accomplishments, including the construction of the Community Center; and

**WHEREAS**, the Leon Valley Community Center is a venue that hosts private weekend rentals which is also contracted with the Northwest Seniors for daily use; and

**WHEREAS**, the Leon Valley Community Center location is referred to as the Leon Valley Events Center; and

**WHEREAS**, the City of Leon Valley seeks recommendation to honor its former Mayor by naming the facility the Irene Baldrige Community Center; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

1. Approve the renaming of the Leon Valley Community Center to the Irene Baldrige Community Center; and/or,
2. Provide direction to the City Manager to proceed with a public vote process.

PASSED and APPROVED this the 5<sup>th</sup> day of September 2023.

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Chris Riley, Mayor

ATTEST:

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Sandra Passailaigue, City Secretary

APPROVED AS TO FORM

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City Attorney

# Discussion and Consideration to Rename the Leon Valley Community Center

Crystal Miranda  
Community Relations Director  
City Council Meeting  
September 5, 2023

# Summary

- Question
  - **City Council is being asked to consider renaming the Leon Valley Community Center to the Irene Baldrige Community Center.**
- Options
  - Recommended:
    1. No change.
    2. Allow change.
    3. Allow another Council recommendation.
  - Other

# Purpose

- To present to City Council a recommendation from Mayor Riley to rename the Leon Valley Community Center to the Irene Baldrige Community Center.
- To honor the late Irene S. Baldrige for her selfless devotion to the Leon Valley community.

# Purpose / Background

{Section}.33.

- At the previous City Council meeting Mayor Riley asked to consider renaming the Leon Valley Community Center to the Irene Baldrige Community Center.
- At the August 10,2023, Council retreat the council agreed to this item being placed on the Agenda for official consideration.
- Irene S. Baldrige served a total of 20 years on the Leon Valley City Council including 10 years as Mayor (1984-1994).
- On May 22, 2023, Mrs. Baldrige died peacefully at her home.
- During her ten years as Mayor Mrs. Baldrige oversaw the construction of the Community Center, Library, Public Works building, and the City's development of the Linkwood subdivision.



# Fiscal Impact

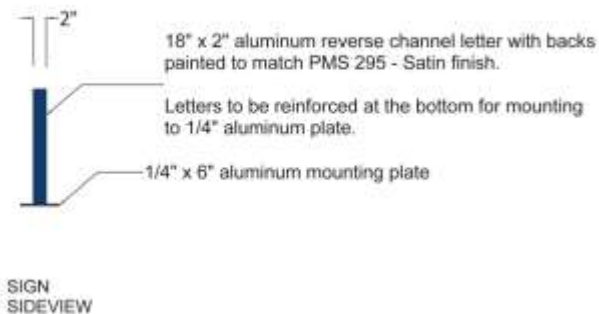
- Replacing the existing signage.



# Considerations

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- Replace the vinyl letters only
- Replace all aluminum signs
- Add aluminum letters to building



# Questions

- Budget
- Recommendations
- Public Vote

## S.E.E. Statement

Social Equity – N/A

Economic  
Development- N/A

Environmental  
Stewardship – N/A



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, August 15, 2023 at 6:00 PM

**MINUTES**

**The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.**

**Citizens May E-Mail Public Comments To [citizenstobeheard@leonvalleytexas.gov](mailto:citizenstobeheard@leonvalleytexas.gov). All Other Citizen Participation May Be Provided In-Person at City Council Chambers.**

**1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance**

**PRESENT**

Mayor Chris Riley  
Mayor Pro Tem, Council Place 2 Josh Stevens  
Council Place 3 Philip Campos  
Council Place 4 Rey Orozco  
Council Place 5 Will Bradshaw

**EXCUSED**

Council Place 1 Benny Martinez

Mayor Chris Riley called the meeting to order at 6:00 PM and announced that a quorum of City Council was present in Council Chambers with the exception of Councilor Benny Martinez who is excused.

Mayor Riley asked Councilor Will Bradshaw to lead the Pledge of Allegiance.

**2. The City Council Shall Meet in Executive Session to Discuss the Following:**

Mayor Riley read aloud the agenda caption for Item 2.1 and 2.2.

The City Council went into Executive Session at 6:01 PM

1. **Section 551.087 Deliberation Regarding Economic Development Negotiations; Closed Meeting. RE: City of Leon Valley, Texas and Mom and Son, LLC located at 6430 Bandera Road Suite 89**
2. **City Council shall meet in executive session pursuant to Texas Government Code, Chapter 551, Section 551.072, Deliberations on Real Property: 6602 Peachtree sale offer.**

### 3. **Reconvene into Regular Session**

The City Council reconvened into Open Session at 6:32 PM

### 4. **Citizens to be Heard**

Those who spoke at this time were: Rita Kelmer (Realtor)

### 5. **Possible Action on Issues Discussed in Executive Session If Necessary**

None taken at this time.

There was a consensus among members of City Council to move Agenda Item 10.2 up on the agenda at this time.

### 6. **Regular Agenda**

1. **Presentation, Discussion, and Possible Action to Expend Economic and Community Development Funds in the Amount Not to Exceed \$7,500 to Purchase a Variety of Commercial Kitchen Equipment to Start a New Bakery in Leon Valley - R. Salinas, Director of Economic Development**

A motion was made by Councilor Will Bradshaw to approve the grant for up to \$10,000 to be used for kitchen equipment. The motion was seconded by Councilor Rey Orozco.

Voting Yea: Mayor Pro Tem, Council Place 2 Stevens, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

2. **Presentation, Public Hearing, and Possible Action to Approve a Replat with Requested Variances, on an Approximately 0.854-acre Tract of Land, Being the North 133.20 Feet of Lot 7, CB 4445L, Dirt V-Murchison-Huebner Subdivision - M. Teague, Planning and Zoning Director**

Mayor Chris Riley opened the Public Hearing at 6:58 PM

There being no public comment; Mayor Riley closed the Public Hearing at 6:59 PM

A motion was made by Councilor Philip Campos to approve as presented. The motion was seconded by Councilor Rey Orozco.

Voting Yea: Mayor Pro Tem, Council Place 2 Stevens, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

## 7. Presentations

### 1. Presentation and Discussion of the Proposed Budget for FY 2024 - Dr. Caldera, City Manager

Crystal Caldera, City Manager presented the Proposed Fiscal Year 2024 Budget pointing out the following changes from the first budget workshop:

Items added or deleted from the General Fund:

**Manager and Council budget** - \$75,000 added for a staffing utilization study; reduced the TML retainer fee to \$10,000; and reduced the printing fees to \$6,750.

**Library budget** - \$3,000 was added for patio fans; \$50,000 was removed for a circulation desk; and \$5,000 was removed for Hot Spots; removed \$51,297 for a part-time aid but does include funds for a full-time aid.

**Police budget** - \$65,000 was removed for a detective vehicle; and \$65,000 was removed for a patrol vehicle but added to Traffic Safety; reduced animal boarding to \$6,000; and reduced repairs and maintenance external to \$6,000.

**Fire budget** - \$32,000 was removed for a UTV; \$15,000 was removed for covered parking; and \$131,362 was removed from the MIH position; removed \$10,375 from Lexipol Policies & Procedures; removed \$22,000 from Lexipol initial setup; and reduced repairs and maintenance external to \$20,000.

**Public Works budget** - \$80,000 removed for a Boom Truck; and \$20,000 was removed for an ATV; reduced other contractual to \$10,000; reduced PPE to \$8,000; and reduced repairs and maintenance external to \$30,000.

**Special Events budget** - \$28,000 was removed for the Jazz Festival.

**Parks budget** - \$20,000 was removed for a Merry-go-Round; \$100,000 was removed for a dog park; and \$107,000 was added for a Hike & Bike Trail sprinkler system; and reduced other undefined materials and supplies to \$10,000.

**Municipal Court budget** - \$10,600 credit card processing fee was reduced.

**IT budget** - \$400 was removed for DotGov.; and \$72,000 was removed for Microsoft Office 365 G5 License.

**Planning & Zoning budget** - Reduced inspections to \$84,956; and reduced engineering fees to \$15,000.

**Water budget** - removed \$150,000 for a backhoe.

Also discussed were revenue highlights which included: Operating Revenue of \$13,584,907 which is an increase over FY 2023 of \$1,250,882. City Manager Caldera stated that in order to fund the FY 2024 General Fund Budget, she is proposing a tax rate of \$0.484739 cents per \$100 valuation, which is the same as last year. Next was

the expenditure highlights: Operating expenditures of \$14,241,551 for personnel, supplies, contractual, and Hike & Bike Trail for an increase of \$954,765; Capital expenditures of \$2,689,390 which is an increase of \$2,602,465.

City Manager Caldera also discussed the following:

**Enterprise Fund** which is a balanced budget with revenues of \$5,260,372; operating expenses of \$3,704,267; transfer out for debt service of \$105,363; transfer out for personnel services of \$1,380,646; Capital of \$914,382.

**Traffic Safety Capital**, \$80,000 for a command vehicle; \$61,000 for a Jaws of Life; \$149,738 for an in-car camera system; \$195,000 for 3 patrol vehicles; \$20,000 for a school zone motherboard.

**American Rescue Plan Capital**, \$330,000 for an ambulance; and \$224,382 for Wurzbach sewer mains.

**Crime Control & Prevention budget** is balanced with \$408,800 in operating revenue, and \$352,711 in operating expenditures. This budget funds the salary and benefits for 50% of the Assistant Police Chief, one (1) patrol car; and one (1) Investigations sergeant.

**Community Center Fund** is a balanced budget with \$1,234 use of the fund balance; operating revenues of \$155,454; operating expenditures of \$156,688; and capital of \$60,000. Community Center Capital is \$60,000 for the kitchen.

**Special Revenue Funds:** Grant, Building Security, Child Safety, Municipal Court Technology, Debt Service, Police Forfeiture, Capital were also briefly discussed.

**Personnel:** a 2% merit increase to qualifying employees on their anniversary date; longevity pay for qualifying, full-time employees; No cost of living increase; funds City's medical, dental, vision and life insurance coverage; employee medical insurance at no cost to employee not their dependent; funds retirement at 19.86% effective January 1, 2024; Christmas Holidays will be December 22, 2023 to January 1, 2024.

City Manager Caldera concluded the presentation saying that there will be a public hearing and formal adoption of the budget on September 5, 2023 along with a first reading of the Tax Rate ordinance; followed by a public hearing and formal adoption of the Tax Rate on September 19, 2023

## 2. **Presentation and Discussion Overview of the 2023 Tax Rate - Dr. Caldera, City Manager**

Crystal Caldera, City Manager presented an overview of the 2023 Tax Rate.

## 3. **Discussion and Possible Action to Award the Fiscal Year 2024 Group Insurance Bid for Employee Medical, Dental, and Life Insurances provided by Gallagher Benefit Services - L. Hernandez, HR Director**



Lisa Hernandez, HR Director presented an item seeking City Council approval to award the Fiscal Year 2024 Group Insurance Bid for employees medical, dental, and life insurance provided by Gallagher Benefit Services.

A motion was made by Councilor Will Bradshaw to adopt as presented. The motion was seconded by Councilor Rey Orozco.

Voting Yea: Mayor Pro Tem, Council Place 2 Stevens, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

**4. Presentation, Discussion, and Possible Action to Create a New Economic Development Program to Demolish and Clear Vacant Lot(s) for Redevelopment - R. Salinas, Director of Economic Development**

Roque Salinas, Economic Development Director presented an item seeking City Council approval to create a new Economic Development Program to demolish and clear vacant lots for redevelopment.

A motion was made by Councilor Philip Campos to accept as presented. The motion was seconded by Councilor Josh Stevens.

Voting Yea: Mayor Pro Tem, Council Place 2 Stevens, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

**8. Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

Announcements were made by Mayor Riley and City Council Members.

**9. City Manager's Report**

Crystal Caldera, City Manager reminded everyone that the City Manager's Report was printed and available on the table in the foyer, as well as posted on the website.

**1. Upcoming Important Events:**

**Regular City Council Meeting, Tuesday, September 05, 2023, at 6:30 PM, in City Council Chambers.**

**City Offices and Municipal Court will be closed on Monday, September 04, 2023 in observance of Labor Day.**

**National Night Out, Tuesday, October 04, 2023. Deadline to register your event is Thursday, September 28, 2023. More information is located at <https://www.leonvalleytexas.gov/police/page/national-night-out>**

**Miscellaneous other events and announcements.****10. Consent Agenda**

A motion was made by Councilor Rey Orozco to approve Consent Agenda Items 9.1 through 9.10 as presented. The motion was seconded by Councilor Philip Campos.

Voting Yea: Mayor Pro Tem, Council Place 2 Stevens, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:  
a. 08-01-2023 Regular City Council Meeting Minutes**
- 2. Presentation and Discussion of the Monthly Financial Report Ending July 31, 2023  
- C. Goering, Finance Director**
- 3. Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended June 30, 2023 - C. Goering, Finance Director**
- 4. Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an agreement with Stephen Barscewski for Health Inspection Services (1st Read was Held on 08-01-2023) - C. Caldera, City Manager**
- 5. Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an Agreement with BB Inspections for Building Inspections and plan review services (1st Read was Held 08-01-2023) - C. Caldera, City Manager**
- 6. Discussion and Possible Action to Consider Accepting a Bid and Authorizing the City Manager to Enter into a Contract with Ram Utilities, in the Amount of \$249,250.60, With \$37,387.59 for Contingency (15%), and to Approve an Ordinance Authorizing a Budget Adjustment in the Amount of \$150,159.00, for the CDBG Wurzbach Rd Sewer Main Replacement Project Segment 1 (1st Read was Held on 08-01-2023) - D. Dimaline, Assistant Public Works Director**
- 7. Presentation and Discussion to Consider Accepting a Bid and Authorizing the City Manager to Enter into a Contract with H.L. Zumwalt Construction, in the Amount of \$1,173,476.52, With \$176,021.48 for Contingency (15%), and to Approve an Ordinance Authorizing a Budget Adjustment in the Amount of \$551,100.00, for the Year 6 Street Maintenance Project (1st Read was Held on 8/1/23) - D. Dimaline, Assistant Public Works Director**
- 8. Discussion and Possible Action to Consider Awarding a Bid and Authorizing the City Manager to Enter into a Contract with The Levy Company, in the Amount of \$75,504.00, With \$11,326 for Contingency (15%), and Approving an Ordinance Authorizing a Budget in the Amount of \$86,830, for the Huebner Road School Zone Project (1st Read was Held on 08-01-2023) - D. Dimaline, Assistant Public Works**

**9. Presentation, Discussion, and Possible Action to Consider Approval of a Request by Spirit Halloween for a Variance to Chapter 3 Building Regulations, Article 3.04 Signs, Section 3.04.013 Temporary signs, (b), to Display a Temporary Sign for Longer Than Allowed by the Code, Located at 6808 Huebner Rd - M. Teague, Planning and Zoning Director**

**10. Presentation, Discussion, and Possible Action on a Resolution Appointing an Alternate to the Planning & Zoning Commission - Mayor Chris Riley**

**11. Citizens to be Heard**

None

**12. Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley’s Code of Ordinances, at a meeting of City Council, a member of City Council may place an item on an agenda by making a motion to place the item on a future agenda and receiving a second. No discussion shall occur at the meeting regarding the placement of the item on a future agenda.**

**13. Adjournment**

Mayor Riley announced that the meeting adjourned at 8:15 PM

**These minutes approved by the Leon Valley City Council on the 5th of September, 2023.**

**APPROVED**

\_\_\_\_\_  
**CHRIS RILEY**  
MAYOR

**ATTEST:** \_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
CITY SECRETARY



**EARTHWISE LIVING COMMITTEE MEETING MINUTES  
CITY OF LEON VALLEY, TEXAS  
May 10, 2023**

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 10th day of May at 5:30 pm in the Large Conference Room at City Hall, located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business, to-wit:

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**REGULAR MEETING OF THE CITY OF LEON VALLEY EARTHWISE LIVING COMMITTEE,  
5:30 PM**

**1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.**

The meeting was called to order and a quorum was established at 5:35 pm. Members present were Ryan, Valdez, Key, Castillo, Dillig, Beaumel, and Co-chairs Burnside and Meffert. Also present were acting Staff liaison City Manager Caldera and Council liaison Mayor Riley. Absent was member Bohl, Bacon and Staff liaison Miranda.

**2. Review and Consider Approval of the April 5, 2023 Regular Earthwise Living Committee Meeting minutes.**

The meeting minutes from April 5 were reviewed and approved.

**3. Discussion and Possible Action on Earthwise Living Summer Schedule.**

A general discussion on committee member availability for the Summer was had. A consensus to skip June, July and reconvene in August was discussed and approved.

**4. Discussion and Possible Action on Future Speaker Series.**

A general discussion on possible guest speakers and scheduling was had. No action was taken.

**5. Discussion and Possible Action on Restaurants/Businesses Sustainability Plan.**

*A general discussion on possible business awards was held and a motion to continue discussion at the next meeting was approved. No action was taken.*

**6. Discussion and Possible Action on 2024 Earthwise Living Day Theme.**

*The committee motioned to continue discussing possible themes. No action was taken.*

**7. Announcements, updates, and Other Business.**

*No updates*

**8. Adjournment**

*The meeting was adjourned at 7:00 pm.*

*Rita Burrows*

Chair

*8-9-2023*

Date



## **Leon Valley Park Commission Meeting Minutes**

The Park Commission of the City of Leon Valley, Texas met on the 13th day of July 2023, at 6:30 p.m., at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas, 78238 for the purpose of the following business, to-wit:

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### **1. Call to Order, Pledge of Allegiance, and Determine if Quorum is Present.**

Park Commission Vice-Chair Danielle Bolton called the meeting to order at 6:35 p.m., with all Commissioners present, with the exception of Mr. Evan Bohl, who was not excused.

Also present at the meeting was Staff Liaison Melinda Moritz.

### **2. Review and Approval of the May 11, 2023, Park Commission Minutes – (Commissioners)**

Commissioner Frazier moved to approve the minutes as corrected, which was seconded by Vice-Chair Bolton, and the motion was carried unanimously.

### **3. Citizens to Be Heard**

There were no citizens wishing to speak.

### **4. Old Business**

#### **A. Hike & Bike Trail Segment 1 Progress Report (M. Moritz)**

Staff member Moritz explained that the contractor had almost finished the job but was pouring the remaining concrete behind the fire station and waiting for the signage and other amenities to be delivered. She also noted that work continued on the fencing along El Verde Road.

#### **B. Discussion and Recommendations – Linkwood Addition – Pavona Place Trail (Commissioners)**

Staff member Moritz reminded the Commissioners that they were to submit their recommendations on trail amenities so she could place them in the budget. Commissioner Valdez stated that she had submitted her recommendations which included benches, round tables, new mulch in the fitness station, and landscaping. Other suggestions from the Commissioners included dog waste stations and waiting until the



new housing development was constructed to make decisions about what amenities should be installed at the portion of trail that abutted that property.

## **5. New Business**

### **a. Subcommittee Reports**

Chairman Christensen stated that subcommittees were new to the Park Commission and that he would like the subcommittees to follow Robert's Rules of Order as much as possible and to include their reports in the regular Park Commission packets.

#### **1. Tree Subcommittee**

Chairman Christensen stated that Commissioner Benavides and himself had nothing to report.

#### **2. Swimming Pool Subcommittee**

Commissioner Sawyer explained that the subcommittee had met and that minutes had been submitted to the Commission. Staff member Moritz stated that a copy of the minutes had been placed in the packet for review. Commissioner Valdez stated that she still had some concerns with patrons being allowed to use certain flotation devices in the pool, and that they had revised the pool rules.

Commissioner Sawyer noted that the group had met with the Pool Manager and city staff to discuss these concerns and it was agreed that kickboards, approved snorkels and masks, and flotation rings would be allowed. She then stated that she was still concerned about the consumption of alcohol at the pools, even though the issue had been discussed with and approved by the City Council.

A general discussion was held about the alcohol concern, which included possibly setting a limit, existing laws, and whether to again bring the item to City Council. Chairman Christensen stated that the Park Commission had already sent their recommendation to City Council and that it had been denied. He suggested the Park Commission might consider rescinding their previous recommendation.

### **b. Jazz Festival Recap**

Staff member Moritz gave a short recap of the Jazz Festival which had been held at Raymond Rimkus Park. She noted that the estimated attendance was 20,000 people and that it was considered a success. Commissioner Valdez stated that she had concerns regarding the bounce house and the number of children that were allowed inside one at the same time. Several Commissioners voiced the same concerns. Staff member Moritz explained that the organizer had expressed that concern as well and the bounce houses would no longer be at the event.

**c. Discussion and Recommendation – Boy Scout Eagle Project – Gaga Ball Pit at the Steurethaler-Silo Park (Tarun Bandaru)**

As Mr. Bandaru was not in attendance, the item was tabled to the next Park Commission meeting.

**5. Commissioner and Staff Comments.**

Chairman Christensen stated that because of the excessive heat, the remaining summer meetings would be held at the Conference Center. He then thanked the Public Works Department and the rest of the City Staff for their work in holding the 4<sup>th</sup> of July event.

Commissioner Carreon-Martinez stated that she was glad the Park Commission had resumed meeting. She noted that she had attended both the Jazz Festival and the 4<sup>th</sup> of July celebration, had enjoyed both, and was proud of the city for holding these types of events.

Commissioner Valdez noted that the city website needed to be updated to include the Hike & Bike Trail, the city pools, and to add the Veteran's Park area.

Commissioner Marrufo thanked the Pool Subcommittee for meeting with city staff and the Pool manager. She explained that the meeting went well, and everyone was open to new ideas.

Commissioner Frazier noted that she appreciated the changes made to the pool rules and for allowing certain flotation devices in the pool areas, and that the pool patrons would be excited about the changes.

Commissioner Trent noted that she had assisted with the 5K run sponsored by the Leon Valley Historical Society and appreciated the assistance from the city with that event. She noted that it was a great success and was well attended.

**8. Adjourn.**

Commissioner Marrufo motioned to adjourn the meeting, which was seconded by Commissioner Sawyer, and the motion carried unanimously. The meeting was adjourned at 7:27 pm.

*These minutes were approved at the August 10, 2023, Park Commission meeting.*

  
Roger Christensen, Chairman



Date



**City of Leon Valley**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**6:30 PM – JULY 25, 2023**  
**Leon Valley City Council Chambers**  
**6400 El Verde Road, Leon Valley, TX 78238**

## 1. CALL TO ORDER AND ROLL CALL

Chair Catherine Rowse called the Planning and Zoning Commission meeting to order at 6:36 PM.

### PRESENT

|                |                   |         |
|----------------|-------------------|---------|
| 1st Vice Chair | Edward Alonzo     | Place 1 |
| Commissioner   | Andrea Roofe      | Place 2 |
| Chair          | Cassie Rowse      | Place 5 |
| Commissioner   | Richard Blackmore | Place 7 |
| Commissioner   | Hilda Gomez       | Place 3 |

### ABSENT

|                 |                |         |           |
|-----------------|----------------|---------|-----------|
| Commissioner    | Pat Martinez   | Place 4 | Excused   |
| 2nd Vice Chair  | Erick Matta    | Place 6 | Excused   |
| 1st Alternate   | Kimberly Bohl  |         | Unexcused |
| 2nd Alternate   | Thomas Dillig  |         | Excused   |
| 3rd Alternate   | David Perry    |         | Excused   |
| Council Liaison | Benny Martinez |         |           |

## 2. APPROVAL OF ZONING COMMISSION MINUTES

### 1. Planning & Zoning Commission - Regular Meeting - June 27, 2023

Commissioner Roofe made a motion to approve the minutes, which was seconded by Commissioner Blackmore. The motion carried unanimously.

## 3. NEW BUSINESS

1. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Replat, with Requested Variances, on an Approximately 0.854-acre Tract of Land, Being the North 133.20 Feet of Lot 7, CB 4445L, Dirt V-Murchison-Huebner Subdivision - M. Teague, Planning and Zoning Director

Planning and Zoning Director Teague presented the case information, and a brief discussion was held between applicant Bhagavath Bodagala, Mrs. Teague, and the Commissioners regarding the reason for replatting, the verification of the lot numbers, and future plans for the land.

Chair Catherine Rowse opened the public hearing at 6:48PM.

Mr. Joseph M. Krisak spoke in opposition of the replat with concerns regarding traffic, population density, water, and duplexes being a buffer for apartments in the future.

Commissioner Rooft made a motion to accept the replat with variances, which was seconded by Commissioner Alonzo. The motion carried unanimously.

Voting Yea: Chair Rowse, 1<sup>st</sup> Vice Chair Alonzo and Commissioners Rooft, Blackmore, and Gomez

Voting Nay: None

2. Presentation, and Discussion to Consider a Recommendation on an Ordinance Revising Chapter 15 Zoning, Division 6, Section 15.02.306 (R-1 Single-Family Dwelling District) to Allow Accessory Buildings in the Side Yard - M. Teague, Planning and Zoning Director

Planning and Zoning Director Teague presented the case information, and a brief discussion was held between Mrs. Teague and the Commissioners regarding the proposed verbiage and whether the fire department had reviewed the amendment.

Commissioner Alonzo made a motion to table the case to the next meeting to receive feedback from the fire department, which was seconded by Commissioner Blackmore. The motion carried unanimously.

Voting Yea: Chair Rowse, 1<sup>st</sup> Vice Chair Alonzo and Commissioners Blackmore, Rooft and Gomez

Voting Nay: None

3. Workshop to Discuss Revisions to the Leon Valley Code of Ordinances, Chapter 15 Zoning to Eliminate the General, Sustainability, and Commercial/Industrial Standards and Districts - M. Teague, Planning and Zoning Director

Planning and Zoning Director Teague presented the information, and a brief discussion was held between the Commissioners and Mrs. Teague to approve removing intent, land use and building orientation and moving building height to each district, cross-access drives, automobile parking and bicycle parking to parking Division 9.

Chair Rowse suggested tabling the supplementary architectural regulations until the next meeting due to the number of absent Commissioners. The item was tabled by general consensus.

#### **4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF**

Planning and Zoning Director Teague announced Commissioner Gomez had been appointed to Commissioner Seat 3 and Mr. Thomas Dillig had been appointed to the Alternate 2 seat.

Chair Rowse reminded the Commissioners to assure they had completed the Public Information Training as soon as possible.



Planning and Zoning Director Teague asked if all the present Commissioners had verified their contact information.

## 5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 8:00 pm.

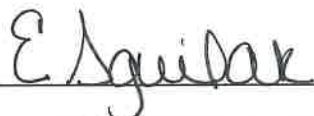
*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 22<sup>nd</sup> of August 2023.*

APPROVED



**CATHERINE ROWSE**  
CHAIR

ATTEST:



**ELIZABETH AGUILAR**  
PERMIT TECHNICIAN



**From:** Mayor Riley  
**Sent:** Friday, August 11, 2023 12:27 PM  
**To:** Sandra Passailaigue  
**Cc:** Crystal Caldera  
**Subject:** Re: Meeting Packet

OK Great! Just realized we did not place an item under the consent agenda to excuse Mr. Martinez from the 8/1/23 council meeting. Let's put it on the 9.5.23 meeting agenda and add an additional excuse for the 8.15.23 meeting, due to the death of his beloved mother. Thank you.

Sincerely,

**Chris Riley**

Mayor, City of Leon Valley  
6400 El Verde Rd.  
Leon Valley, TX. 78238  
(210) 618-2092 - (cell)  
(210) 684-1391, Ext. 218

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**From:** Sandra Passailaigue <s.pass@leonvalleytexas.gov>  
**Sent:** Friday, August 11, 2023 12:24 PM  
**To:** Mayor Riley <mayorriley@leonvalleytexas.gov>  
**Cc:** Crystal Caldera <c.caldera@leonvalleytexas.gov>  
**Subject:** Meeting Packet

Good afternoon Mayor,

Your meeting packet is ready for you in your office.

Have a good weekend.

**Sandra Passailaigue, TRMC**  
**City Secretary**  
6400 El Verde Road  
Leon Valley, Texas 78238  
Tele: (210) 684-1391 Ext. 216  
[www.leonvalleytexas.gov](http://www.leonvalleytexas.gov)



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## MAYOR AND COUNCIL COMMUNICATION

**DATE:** September 5, 2023

**TO:** Mayor and Council

**FROM:** Melinda Moritz, Public Works Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation, Discussion, and Possible Action to Consider Approval of a Resolution Authorizing the City Manager to Negotiate and Enter Into a Contract with Ardurra Engineering or Other Firm for Professional Consulting Engineering Services.

**SPONSOR(S):** None

### **PURPOSE**

The purpose of this item is to consider authorizing the City Manager to enter into a contract with an engineering firm for professional engineering services.

Professional engineering services are used by the Planning and Zoning Department for plan and plat reviews, and floodplain development, and by the Public Works Department for capital improvements, such as street maintenance, stormwater, flooding, rate studies, surveying, architectural, structural concerns, traffic studies, GIS mapping, and other special projects. A Request for Qualifications (RFQ) was advertised for thirty days, and the city received responses from ten firms. After a review of the RFQ's, three companies were chosen for further interviews:

Ardurra Engineering  
6S Engineering  
Bain Medina Bain Engineering and Surveying

Each company was interviewed, and competency, qualifications, capabilities, and references were considered. After discussion by the Fire Chief, the Planning and Zoning Director, the Public Works Director, and the Assistant Public Works Director, it was recommended that the city select Ardurra Engineering for all services required. Ardurra is the current city engineering consultant.

If an acceptable agreement cannot be made with Ardurra, then it is recommended the City Manager negotiate with 6S Engineering, and then if not 6S Engineering, negotiate with Bain Medina Bain Engineering and Surveying.



### **S.E.E Statement**

Social - Building public projects requires quality engineering and design, which safeguards the citizens health, safety, and welfare.

Economic - Providing competent engineering services assures the endurance and safety of public projects, reducing the need to rebuild, thus reducing the use of taxpayer dollars.

Environmental - Projects in Leon Valley are engineered and designed to be compatible with our environment.

### **FISCAL IMPACT**

Texas Government Code, Section 2254.004. Contract for Professional Services of Architect, Engineer, or Surveyor states:

“(a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:

- (1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and
- (2) then attempt to negotiate with that provider a contract at a fair and reasonable price.

(b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:

- (1) formally end negotiations with that provider;
- (2) select the next most highly qualified provider; and
- (3) attempt to negotiate a contract with that provider at a fair and reasonable price.

(c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into.

The City Manager will attempt to negotiate a contract with Ardurra Engineering on their fees for services but should negotiations with Ardurra fail to produce an acceptable agreement for the City of Leon Valley, she would then be authorized to negotiate with 6S Engineering for their services and so on. Funds for engineering services are budgeted each year by the City Council.

### **Recommendation**

Staff recommends approval.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**Texas Statutes  
Government Code**

**Sec. 2254.003. SELECTION OF PROVIDER; FEES.**

(a) A governmental entity **may not** select a provider of professional services or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award:

- (1) on the basis of demonstrated competence and qualifications to perform the services; and
- (2) for a fair and reasonable price.

(b) The professional fees under the contract may not exceed any maximum provided by law.

**Sec. 2254.004. CONTRACT FOR PROFESSIONAL SERVICES OF ARCHITECT, ENGINEER, OR SURVEYOR.**

(a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:

- (1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and
- (2) then attempt to negotiate with that provider a contract at a fair and reasonable price.

(b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:

- (1) formally end negotiations with that provider;
- (2) select the next most highly qualified provider; and
- (3) attempt to negotiate a contract with that provider at a fair and reasonable price.

(c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into.

**Sec. 2254.005. VOID CONTRACT.** A contract entered into or an arrangement made in violation of this subchapter is void as against public policy.

# Consulting Engineer RFQ

## Engineering & Design Services

July 2023

|  | Mendez Engineering | LA Engineering Inc. | Matrix    | Bain Medina Bain Engineers & Surveyors | CDS Muery | Ardurra   | Meta Engineering LLC | GKW Engineering | 65 Engineering | Colliers Engineering and Design |
|--|--------------------|---------------------|-----------|--|-----------|-----------|----------------------|-----------------|----------------|---------------------------------|
| <b>Qualifications/Experience of the Firm, Individuals, and Sub-contractors, and Project Manager - 35%</b>  |                    |                     |           |  |           |           |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Overview of Firm summarizing scope of services and experience</li> <li>Identification of staff assigned to Leon Valley</li> <li>Special Expertise</li> </ul>  | 30                 | 25                  | 25        | 25                                     | 35        | 25        | 20                   | 25              | 25             | 25                              |
| <b>References - 10%</b>  |                    |                     |           |  |           |           |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>References with similar types of work</li> </ul>  | 5                  | 5                   | 5         | 5                                      | 10        | 5         | 5                    | 5               | 10             | 5                               |
| <b>Technical - 35%</b>   |                    |                     |           |  |           |           |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Approach to Problem Analysis</li> <li>Understanding of scope of work</li> <li>Quality and Quantity of Services to be Rendered</li> <li>Computer software - versions used</li> </ul>                   | 30                 | 25                  | 25        | 25                                     | 30        | 25        | 25                   | 30              | 25             | 25                              |
| <b>Project Approach - 20%</b>  |                    |                     |           |  |           |           |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Describe anticipated roles and responsibilities of the city and the firm</li> <li>Explain how firm will assess and approach the projects</li> <li>Provide an example of a project schedule</li> </ul> | 15                 | 10                  | 10        | 20                                     | 20        | 20        | 20                   | 15              | 20             | 20                              |
| <b>TOTAL (Possible 100 points)</b>   | <b>80</b>          | <b>65</b>           | <b>65</b> | <b>95</b>                              | <b>95</b> | <b>95</b> | <b>90</b>            | <b>85</b>       | <b>100</b>     | <b>95</b>                       |



Public Works Department

| <h1>Consulting Engineer RFQ</h1> <h2>Engineering &amp; Design Services</h2> <p>July 2023</p>   |  |  |  |  |  |  |  |  |  | Mendez Engineering | LA Engineering Inc. | Matrix | Bain Medina Bain Engineers & Surveyors | CDS Muery | Ardurra | Meta Engineering LLC | GKW Engineering | 65 Engineering | Colliers Engineering and Design |    |
|--|--|--|--|--|--|--|--|--|--|--------------------|---------------------|--------|--|-----------|---------|----------------------|-----------------|----------------|---------------------------------|----|
| <b>Qualifications/Experience of the Firm, Individuals, and Sub-contractors, and Project Manager - 35%</b>  |  |  |  |  |  |  |  |  |  |                    |                     |        |  |           |         |                      |                 |                |                                 |    |
| <ul style="list-style-type: none"> <li>Overview of Firm summarizing scope of services and experience</li> <li>Identification of staff assigned to Leon Valley</li> <li>Special Expertise</li> </ul>  |  |  |  |  |  |  |  |  |  |                    | 25                  | 15     | 15                                     | 15        | 20      | 15                   | 15              | 15             | 15                              | 15 |
| <b>References - 10%</b>  |  |  |  |  |  |  |  |  |  |                    |                     |        |  |           |         |                      |                 |                |                                 |    |
| <ul style="list-style-type: none"> <li>References with similar types of work</li> </ul>  |  |  |  |  |  |  |  |  |  |                    | 6                   | 7      | 6                                      | 8         | 8       | 8                    | 8               | 8              | 8                               | 8  |
| <b>Technical - 35%</b>   |  |  |  |  |  |  |  |  |  |                    |                     |        |  |           |         |                      |                 |                |                                 |    |
| <ul style="list-style-type: none"> <li>Approach to Problem Analysis</li> <li>Understanding of scope of work</li> <li>Quality and Quantity of Services to be Rendered</li> <li>Computer software - versions used</li> </ul>                   |  |  |  |  |  |  |  |  |  |                    | 25                  | 20     | 25                                     | 25        | 25      | 25                   | 25              | 25             | 25                              | 25 |
| <b>Project Approach - 20%</b>  |  |  |  |  |  |  |  |  |  |                    |                     |        |  |           |         |                      |                 |                |                                 |    |
| <ul style="list-style-type: none"> <li>Describe anticipated roles and responsibilities of the city and the firm</li> <li>Explain how firm will assess and approach the projects</li> <li>Provide an example of a project schedule</li> </ul> |  |  |  |  |  |  |  |  |  |                    | 12                  | 15     | 16                                     | 15        | 15      | 15                   | 15              | 15             | 15                              | 15 |
| <b>TOTAL (Possible 100 points)</b>   |  |  |  |  |  |  |  |  |  |                    | 68                  | 75     | 76                                     | 89        | 81      | 94                   | 61              | 72             | 91                              | 87 |

Public Works Director

# Consulting Engineer RFQ Engineering & Design Services

July 2023

|  | Mendez Engineering | LA Engineering Inc. | Matrix | Bain Medina Bain Engineers & Surveyors | CDS Muery | Ardurra | Meta Engineering LLC | GKW Engineering | 65 Engineering | Colliers Engineering and Design |
|--|--------------------|---------------------|--------|--|-----------|---------|----------------------|-----------------|----------------|---------------------------------|
| <b>Qualifications/Experience of the Firm, Individuals, and Sub-contractors, and Project Manager - 35%</b>  |                    |                     |        |  |           |         |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Overview of Firm summarizing scope of services and experience</li> <li>Identification of staff assigned to Leon Valley</li> <li>Special Expertise</li> </ul>  | 20                 | 25                  | 27     | 30                                     | 25        | 35      | 18                   | 30              | 34             | 30                              |
| <b>References - 10%</b>  |                    |                     |        |  |           |         |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>References with similar types of work</li> </ul>  | 7                  | 10                  | 10     | 10                                     | 10        | 10      | 8                    | 10              | 10             | 10                              |
| <b>Technical - 35%</b>   |                    |                     |        |  |           |         |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Approach to Problem Analysis</li> <li>Understanding of scope of work</li> <li>Quality and Quantity of Services to be Rendered</li> <li>Computer software - versions used</li> </ul>                   | 40                 | 30                  | 30     | 30                                     | 30        | 35      | 30                   | 18              | 34             | 30                              |
| <b>Project Approach - 20%</b>  |                    |                     |        |  |           |         |                      |                 |                |                                 |
| <ul style="list-style-type: none"> <li>Describe anticipated roles and responsibilities of the city and the firm</li> <li>Explain how firm will assess and approach the projects</li> <li>Provide an example of a project schedule</li> </ul> | 15                 | 15                  | 18     | 20                                     | 20        | 20      | 20                   | 20              | 20             | 20                              |
| <b>TOTAL (Possible 100 points)</b>   | 62                 | 80                  | 85     | 90                                     | 85        | 100     | 76                   | 78              | 98             | 89                              |

LVEI Rating Sheet 17-July 2023

| Consulting Engineer RFQ<br>Engineering &<br>Design Services<br>July 2023   |  |  |  |  | Mendez Engineering | LVA Engineering Inc. | Matrix | Bain Medina Bain Engineers & Surveyors | CDS Muery | Ardurra | Meta Engineering LLC | GKW Engineering | GS Engineering | Collers Engineering and Design |
|--|--|--|--|--|--------------------|----------------------|--------|--|-----------|---------|----------------------|-----------------|----------------|--------------------------------|
| <b>Qualifications/Experience of the Firm, Individuals, and Sub-contractors, and Project Manager - 35%</b>  |  |  |  |  |                    |                      |        |  |           |         |                      |                 |                |                                |
| <ul style="list-style-type: none"> <li>Overview of Firm summarizing scope of services and experience</li> <li>Identification of staff assigned to Leon Valley</li> <li>Special Expertise</li> </ul>  |  |  |  |  | 20                 | 20                   | 20     | 20                                     | 30        | 35      | 51                   | 51              | 20             | 35                             |
| <b>References - 10%</b>  |  |  |  |  |                    |                      |        |  |           |         |                      |                 |                |                                |
| <ul style="list-style-type: none"> <li>References with similar types of work</li> </ul>  |  |  |  |  | 5                  | 5                    | 5      | 20                                     | 5         | 10      | 5                    | 5               | 10             | 10                             |
| <b>Technical - 35%</b>   |  |  |  |  |                    |                      |        |  |           |         |                      |                 |                |                                |
| <ul style="list-style-type: none"> <li>Approach to Problem Analysis</li> <li>Understanding of scope of work</li> <li>Quality and Quantity of Services to be Rendered</li> <li>Computer software - versions used</li> </ul>                   |  |  |  |  | 20                 | 25                   | 20     | 20                                     | 20        | 35      | 20                   | 20              | 20             | 20                             |
| <b>Project Approach - 20%</b>  |  |  |  |  |                    |                      |        |  |           |         |                      |                 |                |                                |
| <ul style="list-style-type: none"> <li>Describe anticipated roles and responsibilities of the city and the firm</li> <li>Explain how firm will assess and approach the projects</li> <li>Provide an example of a project schedule</li> </ul> |  |  |  |  | 15                 | 15                   | 15     | 15                                     | 15        | 15      | 10                   | 10              | 15             | 15                             |
| <b>TOTAL (Possible 100 points)</b>   |  |  |  |  | 70                 | 65                   | 60     | 68                                     | 80        | 95      | 60                   | 65              | 95             | 90                             |

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONTRACT FOR THE PURPOSE OF PROVIDING PROFESSIONAL CONSULTING ENGINEERING SERVICES FOR THE CITY OF LEON VALLEY.**

**WHEREAS**, the city is required to utilize the services of a licensed professional engineer and surveyor for larger public works projects; and

**WHEREAS**, licensed professional engineering services are essential for the review of building plans and plats, traffic studies, street, drainage, and stormwater plans, and other related services; and

**WHEREAS**, the city advertised Requests for Qualifications for engineering firms to provide these services, following all applicable local and state laws regarding the review and selection of the highest qualified engineering firm for these services; and

**WHEREAS**, Ardurra Engineering was selected as the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and

**WHEREAS**, it is recommended that the City Council authorize the City Manager to negotiate and enter into a contract with such firm for these services.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

1. The City Manager of the City of Leon Valley, Texas is hereby authorized to negotiate fees for services and possibly enter into a contract with Ardurra Engineering, for the purpose of providing professional consulting engineering services for the City of Leon Valley.
2. The City Manager is authorized to negotiate fees for services and enter into a contract with 6S Engineering, should negotiations with Ardurra Engineering fail, and subsequently with Bain Medina Bain Engineering and Surveying, should negotiations with 6S Engineering also fail.
3. The Mayor and City Council, with the adoption of this Resolution, further authorize the City Manager to act on behalf of the City of Leon Valley in all



matters related to the Contract.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Leon Valley  
on this 5th day of September, 2023.

**APPROVED**

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**CHRIS RILEY**  
Mayor

Attest:

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

Approved as to Form:

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**NICOLE WARREN**  
City Attorney

# Consider Approval of a Resolution Award RFQ for Professional Consulting Engineering Services

City Council Meeting

Melinda Moritz

Public Works Director

September 5, 2023

# Purpose

- To approve a Resolution authorizing the City Manager to negotiate a contract with Ardurra Engineering for Professional Consulting Engineering Services, and
- To allow the City Manager to negotiate a contract with another engineering firm should negotiations with Ardurra Engineering fail

# Purpose

- Professional engineering services are used:
- By the Planning and Zoning Department for plan and plat reviews, zoning, impact fees, and floodplain development
- By the Public Works Department for capital improvements, street maintenance, stormwater, flooding, surveying, architectural, structural concerns, traffic studies, rate studies, GIS mapping, and other special projects

# Purpose

- A Request for Qualifications (RFQ) was advertised for thirty days, and the city received responses from 10 firms
- Each company's capabilities, competence, and qualifications were considered, and references were checked
- After the review, 3 companies were selected for interviews:
  - Ardurra Engineering
  - 6S Engineering
  - Bain Medina Bain Engineering and Surveying



# Purpose

- After careful consideration by the Fire Chief, the Planning and Zoning Director, the Public Works Director, and the Assistant Public Works Director, it was recommended that the city select Ardurra Engineering for all services required
- Ardurra is the current city engineering consultant
- If an agreement can't be made with Ardurra, then the committee recommends 6S Engineering as second most qualified choice and Bain Medina Bain as the third most qualified choice

# Fiscal Impact

- Texas Government Code, Section 2254.004. Contract for Professional Services of Architect, Engineer, or Surveyor states:
  - (a) In procuring architectural, engineering, or land surveying services, a governmental entity shall:
    - (1) first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and
    - (2) then attempt to negotiate with that provider a contract at a fair and reasonable price.

# Fiscal Impact

- Gov't Code, Section 2254.004. further states:
  - (b) If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the entity shall:
    - (1) formally end negotiations with that provider;
    - (2) select the next most highly qualified provider; and
    - (3) attempt to negotiate a contract with that provider at a fair and reasonable price.

# Fiscal Impact

- Gov't Code, Section 2254.004. further states:
  - (c) The entity shall continue the process described in Subsection (b) to select and negotiate with providers until a contract is entered into.”
- The City Manager will attempt to negotiate a contract with Ardurra Engineering on the fees for services

# Fiscal Impact

- Should negotiations with Ardurra fail to produce an acceptable agreement for the City of Leon Valley, City Manager would then be authorized to negotiate with 6S Engineering for their services, and so on
- Funds for engineering services are budgeted each year by the City Council



# Recommendation

- Staff recommends:
- Approval of the Resolution authorizing the City Manager to enter into contract negotiations with Ardurra Engineering
- Authorize the City Manager to enter into contract negotiations with other engineering firms, if needed

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** September 5, 2023

**TO:** Mayor and Council

**FROM:** Mindy Teague, Planning and Zoning Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation, Public Hearing, and Discussion to Consider an Ordinance Revising Chapter 15 Zoning, Division 6, Section 15.02.306 (R-1 Single-Family Dwelling District) to Allow Accessory Buildings in the Side Yard.

**SPONSOR(S):** N/A

### **PURPOSE**

The purpose of this item is to consider approval of an Ordinance correcting a conflict by amending Chapter 15 Zoning, Division 6, Section 15.02.306 "R-1 Single Family-Dwelling" district to allow accessory buildings in the side yard with the setback requirement of not less than 5 feet from side property line to main structure.

Staff received a request from a property owner to construct a swimming pool within the side yard. Swimming pools are considered to be accessory buildings. After reviewing the Code, it was determined that the pool would not be allowed in a side yard.

Sec. 15.02.306 - "R-1" single-family dwelling, (d) Other states:

"(1) Accessory buildings. Shall be allowed but shall be located no closer than five feet from any property line and **must be located in the rear yard**. In no case shall an accessory building occupy more than 30 percent of the total open space in the rear yard; with the following exceptions:"

However, the Code then clearly conflicts as it goes on to state:

"a. No setback shall be required for accessory buildings located **within a side** or rear yard which abuts an alley with a minimum 20 feet of public rights-of-way; or

b. No setback shall be required for accessory buildings located **within a side** or rear yard, which were constructed prior July 7, 2021, and are located a minimum of ten feet from the nearest structure on an abutting property."

The new language would revise the portion of the sentence in (1) that states "and must be located in the rear yard". This action will remove the conflict.

The proposed language would add "and must be located in the side or rear yard"

## **SEE LEON VALLEY**

Social – Revising the zoning code would allow Leon Valley property owners more design options.

Economic - Assuring quality development maintains housing property values.

Environmental – Any new structures would be required to conform to the 2021 International Energy and Building codes.

## **FISCAL IMPACT**

N/A

## **STRATEGIC GOALS**

Goal # 1 - Economic Development · Objective F – Promote Leon Valley

## **RECOMMENDATION**

At their September 22, 2023 meeting, the Planning and Zoning Commission recommended approval of this amendment.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 15 ZONING, DIVISION 6, SECTION 15.02.306, R-1 SINGLE FAMILY DWELLING” DISTRICT TO ALLOW ACCESSORY BUILDINGS IN THE SIDE YARD WITH THE SETBACK REQUIREMENT OF NOT LESS THAN FIVE FEET FROM SIDE PROPERTY LINE TO MAIN STRUCTURE; PROVIDING FOR REPEALER, SEVERABILITY AND SAVINGS CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS** Chapter 15 Zoning of the City of Leon Valley Code of Ordinances establishes the City’s Zoning Districts, including District Boundaries and Use regulations; and

**WHEREAS** Chapter 15 currently contains a range of residential zoning districts that each have minimum front side and rear yard setback requirements; and

**WHEREAS** this allows certain structures, such as accessory structures to be constructed in the rear and side yard; and

**WHEREAS** the Zoning Commission of the City of Leon Valley held a public hearing to determine the appropriateness of amending the Zoning Code to allow for accessory structures in the side yard with the setback requirement of not less than five (5) feet from side property line to main structure in the R-1 single family dwelling district; and

**WHEREAS** the City Council of the City of Leon Valley also held a public hearing, with proper notice and publication, and determined to allow for accessory structures in the side yard with the setback requirement of not less than 5 feet from side property line to main structure in the R-1 single family dwelling district, and now desires to amend Chapter 15 Zoning Code, Section 15.02.306; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, THAT:**

**SECTION 1.** That Chapter 15 Zoning Code, Division 6, Section 15.02.306 is hereby amended as follows:

“(1) Accessory buildings. Shall be allowed but shall be located no closer than five (5) feet from any property line and must be located in the side or rear yard. In no case shall an accessory building occupy more than 30 percent of the total open space in the rear yard; with the following exceptions:

a. No setback shall be required for accessory buildings located within a side or rear yard which abuts an alley with a minimum 20 feet of public rights-of-way; or

b. No setback shall be required for accessory buildings located within a side or rear yard, which were constructed prior July 7, 2021, and are located a minimum of ten feet from the nearest structure on an abutting property.”

**SECTION 2.** The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

**SECTION 3.** That it is hereby declared to be the intention of the City Council of the City of Leon Valley that phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, and section.

**SECTION 4.** The ordinance shall be effective upon passage and publication as required by law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the 19th day of September 2023.

**APPROVED**

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**CHRIS RILEY**  
MAYOR

Attest :

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

Approved as to Form:

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**NICOLE WARREN**  
City Attorney



# Consider Approval of an Ordinance Amending the Zoning Code Accessory buildings in Side Yard

City Council Meeting  
Planning & Zoning Director Mindy Teague  
September 5, 2023

# Purpose

- To consider amending the Leon Valley Code of Ordinances, Chapter 15 Zoning, Division 6, Section 15.02.306 R-1 Single-Family Dwelling District, (d) Other, (1)
- To remove a Code conflict regarding accessory buildings within a side yard

# Background

- Staff received a request from a citizen (in R-1 Single Family district), to construct a swimming pool in a side yard
- Pools are considered accessory structures for plan review & inspection, unless stated otherwise in the code
- After review of the Code, it was determined that the request would be denied, but that the Code contained a conflict in this regard

# Current Code Language

- Chapter 15 Zoning, Division 6 - Districts, Boundaries, and Use Regulations, Section, 15.02.306 “R-1” Single Family Dwelling, (d) *Other* states:
  - (1) *Accessory buildings*. Shall be allowed but shall be located no closer than five feet from any property line **and must be located in the rear yard**. In no case shall an accessory building occupy more than 30 percent of the total open space in the rear yard; with the following exceptions:
    - It then states:
      - a. No setback shall be required for accessory buildings located **within a side** or rear yard which abuts an alley with a minimum 20 feet of public rights-of-way; or
      - b. No setback shall be required for accessory buildings located **within a side** or rear yard, which were constructed prior July 7, 2021, and are located a minimum of ten feet from the nearest structure on an abutting property.

# Proposed Code Amendment

- Chapter 15 Zoning, Division 6 - Districts, Boundaries, and Use Regulations, Section 15.02.306 “R-1” Single Family Dwelling, (d) Other.
  - (1) *Accessory buildings*. Shall be allowed but shall be located no closer than five feet from any property line and **must be located in the side or rear yard**. In no case shall an accessory building occupy more than 30 percent of the total open space in the rear yard nor be located in the front yard.



# Recommendation

- At their September 22, 2023 meeting, the Planning and Zoning Commission recommended approval of this amendment

# S.E.E. Leon Valley

- Social – Revising the code gives all citizens more flexibility with design options on their lots
- Economic – Assuring quality development maintains housing property values
- Environmental – Any new or remodeled swimming pool areas would be required to conform to the 2021 International Energy and Building codes

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** September 5, 2023

**TO:** Park Commission

**FROM:** Melinda Moritz, Director of Public Works

**SUBJECT:** Presentation and Discussion to Consider an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional Prohibited Uses and Activities, to Add a Sub-section (h), Prohibiting Smoking in the Huebner-Onion Natural Area Park (HONAP)

**SPONSOR(S):** Mayor Chris Riley, Park Commission

### **PURPOSE**

The purpose of this item is to consider approval of an Ordinance amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional prohibited uses and activities, to add a sub-section (h), which would prohibit smoking in the Huebner-Onion Natural Area Park.

The park is an area with many trees and other vegetation that has been left in its natural state and is frequently overgrown. A fire break is maintained along the perimeter where the park abuts improved properties, but the rest of the area is not watered and the vegetation dies during times of drought, which leaves it vulnerable to fire.

The new subsection would read:

“(h) Smoking or possessing a burning tobacco, weed, or other plant product, or any lighted burning pipe, cigar or cigarette of any kind, or smoking equipment or device, is prohibited in the Huebner-Onion Natural Area Park.”

### **FISCAL IMPACT**

Fires can be extremely costly depending on the resources used to extinguish a fire and whether or not any homes were impacted by a fire.

### **RECOMMENDATION**

At their August 10, 2023 meeting, the Park Commission recommended approval of this amendment.

### **S.E.E. IMPACT STATEMENT**

**Social Equity** – The HONAP provides a unique natural and undisturbed open space for all visitors and residents of the city. The prohibition of smoking in this park furthers the goal of keeping the park in as natural a state as possible.

**Economic Development** – The park is a very desirable amenity, which may attract new residents, which may attract businesses to the city, increasing sales and ad valorem taxes.

**Environmental Stewardship** – Prohibiting smoking in this park will further the prevention of fires that would destroy the ecosystem of this area.

**RECOMMENDATION:**

APPROVE: \_\_\_\_\_ DISAPPROVE: \_\_\_\_\_

APPROVE WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

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**Saundra Passailaigue, TRMC**  
City Secretary

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, CITY COUNCIL, AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 1 GENERAL PROVISIONS, ARTICLE 1.09 PARKS AND RECREATION, DIVISION 2 USE REGULATIONS, SEC. 1.09.034 ADDITIONAL PROHIBITED USES AND ACTIVITIES, TO ADD A SUB-SECTION (h), PROHIBITING SMOKING IN THE HUEBNER-ONION NATURAL AREA PARK (HONAP); REPEALING ALL ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR SEVERABILITY; SAVINGS; AN EFFECTIVE DATE; NOTICE OF OPEN MEETING CLAUSES AND PROVIDING FOR A PENALTY.**

**WHEREAS**, the Huebner-Onion Natural Area Park was designated as such to preserve the area's natural beauty and native wildlife; and

**WHEREAS**, the City has few remaining large open natural areas for its citizens and others to enjoy and use and the property has remained a natural area since its purchase by the city; and

**WHEREAS**, smoking in this area extremely dangerous due to the nature of its state of overgrowth, vegetation, and trees, and fires could be easily ignited from the dropping of lit cigarettes; and

**WHEREAS**; the park does not have adequate access for fire department personnel to quickly extinguish a fire should one start in the area, leaving the existing surrounding homes vulnerable to catastrophic consequences from fires;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**Section 1.** The Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional prohibited uses and activities, is hereby amended to add a sub-section (h), to read as follows:

“(h) Smoking or possessing a burning tobacco, weed, or other plant product, or any lighted burning pipe, cigar or cigarette of any kind, or smoking equipment or device, is prohibited in the Huebner-Onion Natural Area Park.”

**SECTION 2. REPEALER CLAUSE.** The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other ordinance.

**SECTION 3. SEVERABILITY CLAUSE.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**SECTION 4. SAVINGS CLAUSE.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

**SECTION 6. NOTICE OF MEETING CLAUSE.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 7. PENALTY.** Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the 5th day of September 2023.

**APPROVED**

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**CHRIS RILEY**  
MAYOR

Attest :

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary



Approved as to Form:

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**NICOLE WARREN**  
City Attorney

# Amending Chapter 1 General Provisions, Article 1.09 Parks and Recreation Prohibiting Smoking Huebner-Onion Natural Area Park

City Council Meeting  
Public Works Director Melinda Moritz  
September 5, 2023



# Purpose

- To consider amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional prohibited uses and activities, to add a sub-section (h), prohibiting smoking in the Huebner-Onion Natural Area Park (HONAP)
- Options
  - Approve
  - Approve with modifications
  - Deny
- Recommendation
  - Recommend approval as presented

# Background

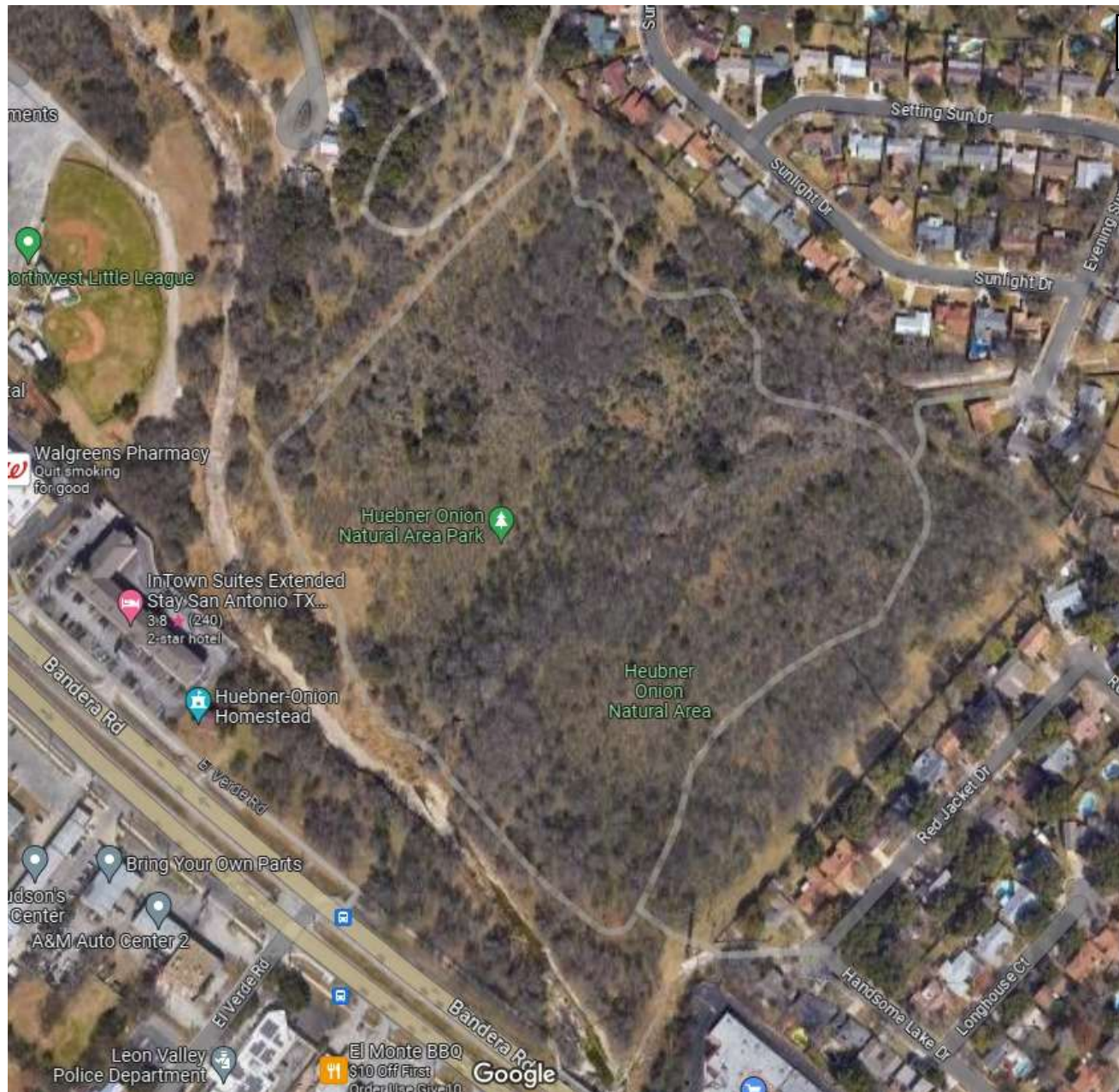
- The Huebner-Onion Natural Area Park is an area with many trees and other vegetation that has been left in its natural state and is frequently overgrown
- A fire break is maintained only along the perimeter where the park abuts improved properties
- Rest of the area is not watered, and the vegetation dies during times of drought, which leaves it vulnerable to fire

# Purpose

- The new subsection would read:

“(h) Smoking or possessing a burning tobacco, weed, or other plant product, or any lighted burning pipe, cigar or cigarette of any kind, or smoking equipment or device, is prohibited in the Huebner-Onion Natural Area Park.”

# Aerial View



{Section}.73.



# Fiscal Impact

- Fires can be extremely costly, depending on how many resources are used to extinguish a fire and whether or not any homes are damaged

# Recommendation

- At their August 10, 2023 meeting, the Park Commission recommended approval of this Ordinance

# S.E.E. Statement

- *Social Equity* – HONAP provides a unique natural and undisturbed open space for all visitors and residents of the city. The prohibition of smoking in this park furthers the goal of keeping the park in as pristine a state as possible
- *Economic Development* –The park is a very desirable amenity, which may attract new residents, which may attract businesses to the city, increasing sales and ad valorem taxes
- *Environmental Stewardship* – Prohibiting smoking in this park will further the prevention of fires that would destroy the ecosystem of this area

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** September 5, 2023

**TO:** Mayor and Council

**FROM:** Crystal Miranda, Community Relations Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Request for a Budget Adjust on behalf of the Earthwise Living Day Committee from the General Fund in the amount of \$3,322.91 (1<sup>st</sup> Reading as Required by City Charter)

**SPONSOR(S):** N/A

### **PURPOSE**

The 2023 Earthwise Living Day event resulted in a profit of \$3,322.91 in sponsorships and vendor fees.

The Committee is requesting a budget adjustment to purchase supplies for future Earthwise Living Day events to continue their efforts to promote a healthier and sustainable living environment.

### **SEE LEON VALLEY**

Social – The Earthwise Living Day event gives the City Council another venue to educate the citizens on recycling, reusing, and reducing our carbon footprint, which benefits all citizens, by helping us live within the means of our planet.

Economic – Promoting “greener” and sustainable living may entice new residents and businesses to locate/take residence in our City, increasing our sales and property taxes.

Environmental – Promoting recycling and teaching our citizens how to reduce their personal impact on the environment will save energy, reduce waste at landfills, and preserve our resources, protect wildlife, and help our climate problems.

### **FISCAL IMPACT**

An adjustment in the amount of \$3,322.91.

### **STRATEGIC GOALS**

The initiative is specifically listed in the 2013 – 2014 Strategic Goals, (5) “Environmental Sustainability”.

**RECOMMENDATION**

City Council Approval.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL AUTHORIZING THE AMENDMENT OF THE GENERAL FUND BUDGET FOR FISCAL YEAR OF 2022-2023 IN THE AMOUNT OF \$3,322.91 TO PROVIDE PROPER FUNDING; PROVIDING FOR REPEALER, SEVERABILITY AND SAVINGS CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the 2022 Earthwise Living Day event resulted in a profit of \$3,322.91 in sponsorships and vendor fees; and

**WHEREAS**, to continue its efforts to promote a healthier and sustainable environment, the Committee would like to make some purchases with the profits that would educate and promote sustainable living; and

**WHEREAS**, it is a City Council goal to promote sustainability and to reduce the City's carbon footprint; and

**WHEREAS**, funds from the General Fund Budget are available for the purchases from revenues generated by the event and from previously budgeted funds; and

**WHEREAS**, the City of Leon Valley passed their FY2022-2023 Budget on September 20, 2022; and

**WHEREAS**, in order to fund the purchases, a budget adjustment in the amount of \$3,322.91 from the General Fund is necessary; and

**WHEREAS**, Texas Local Government Code Section 102.010 provides that a municipality is not prohibited from making changes to a budget for municipal purposes: and

**WHEREAS**, the Leon Valley City Council hereby finds and determines that the amendments adopted under this ordinance are for a municipal purpose;

**WHEREAS**, the Leon Valley City Council now desires to amend the General Fund Budget in the amount of \$3,322.91 to provide proper funding for such purchases;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**SECTION 1.** The FY 2022-2023 General Fund of the City of Leon Valley is hereby amended to increase the budget by the amount of \$3,322.91 to fund the purchases of supplies for future Earthwise Living Day events. The funds for the increase will come from the Earthwise Living Day revenues.

**SECTION 2.** The financial allocations in this Ordinance are subject to approval by the Director of Finance. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations as necessary to carry out the purpose of this Ordinance.



**SECTION 3.** It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

**SECTION 4.** The ordinance shall be effective upon passage and publication as required by law.

# Consider Approval of an Ordinance & a Budget Adjustment on behalf of the Earthwise Living Day Committee

Crystal Miranda  
Community Relations Director  
City Council Meeting  
September 5, 2023

# Summary

- Question
  - **City Council is being asked to consider a budget adjustment in the amount of \$3,322.91 from the General Fund, to fund the purchase of Earthwise Living Day promotional items.**
- Options
  - Recommended:
    - 1. Allow
  - Denial
  - Other

# Purpose

- To consider approval of an Ordinance authorizing a budget adjustment in the amount of \$3,322.91, from the General Fund, to fund the purchase of supplies/merchandise for future Earthwise Living Day events.



# Purpose / Background

- At the 2023 Earthwise Living Day event, the Committee collected \$4,150.00 from vendor booth rental fees and from sponsorships
- The expenses for the committee were \$3,527.09 which was used to purchase supplies for the event
- The Committee is requesting a budget adjustment to purchase supplies for next year's event

# Fiscal Impact

- \$2,700 is placed in each fiscal year budget to fund the event
  - The Committee solicits sponsorships and rents booths to contribute to the budget for promotional items and some of the event expenses
    - Budgeted \$ 2,700.00
    - Expenses \$ 3,527.09
    - Fund Balance \$ -827.09
  - Sponsors \$ 3,750.00
  - Vendors \$ 400.00
  - Fund Balance \$ -827.09
  - Total \$ 3,322.91
- Total of \$3,322.09 will be used to purchase items to give out during future Earthwise Living Day events and for promoting the event, if approved.



# S.E.E. Statement

Social Equity – The Earthwise Living Day event gives the City Council another venue to educate the citizens on recycling, reusing, and reducing our carbon footprint, which benefits all citizens, by helping us live within the means of our planet

Economic Development- Promoting “greener” living is very popular at this time, and promoting this culture may entice new residents and businesses to locate in our City, increasing our sales and property taxes

Environmental Stewardship – Promoting recycling and teaching our citizens how to reduce their personal impact on the earth will save energy, reduce waste at landfills, preserve our resources, protect wildlife, and help our climate problems

# Proposed Budget Fiscal Year 2024

## Public Hearing

{Section}.75.

Crystal Caldera, PhD  
City Manager

City Council Meeting  
September 5, 2023

# Changes from First Workshop

- General Fund Items Added or Deleted:
  - Added funds for a staffing utilization study in the Manager and Council Department
    - \$75,000
  - Deleted funds for DotGOV in the Information Technology Department
    - \$400
  - Added funds for three outdoor patio fans in Library Department
    - \$3,000

# Changes from Council Retreat

- General Fund Items Deleted, Moved or Added:
  - Police Department
    - \$65,000 Detective Vehicle-deleted
    - \$65,000 Patrol Vehicle-deleted and moved to Traffic Safety
  - Fire Department
    - \$32,000 UTV-deleted
    - \$15,000 Covered Parking-deleted
    - \$131,362 MIH position - deleted
  - Public Works
    - \$80,000 Boom Truck-deleted
    - \$20,000 ATV-deleted

# Changes from Council Retreat

- General Fund Items Deleted, Moved or Added:
  - Special Events
    - \$28,000 Jazz Festival - deleted
  - Parks
    - \$20,000 Merry-go-Round-deleted
    - \$100,000 Dog Park-deleted
    - \$107,000 Hike & Bike Trail (El Verde) Sprinkler System - added
  - Library
    - \$50,000 Circulation Desk-deleted
    - \$5,000 Hot Spots - deleted

# Other Changes

- General Fund Items Reduced or Deleted:
  - Municipal Court
    - \$10,600 Credit Card Processing Fees – Reduced
  - Manager and Council
    - \$10,000 TML Retainer – Reduced
    - \$6,750 Printing – Reduced
  - Information Technology
    - \$72,000 Microsoft Office 365 G5 License – deleted
  - Planning & Zoning
    - \$84,956 Inspections - Reduced
    - \$15,000 Engineering Services - Reduced



# Other Changes

- General Fund Items Reduced or Deleted:
  - Police
    - \$6,000 Animal Boarding – Reduced
    - \$6,000 Repairs and Maintenance External - Reduced
  - Fire
    - \$10,375 Lexipol Policies & Procedures –Deleted
    - \$22,000 Lexipol Initial Setup – Deleted
    - \$20,000 Repairs & Maintenance External – Reduced
  - Public Works
    - \$10,000 Other Contractual – Reduced
    - \$8,000 PPE - Reduced
    - \$30,000 Repairs & Maintenance External – Reduced

# Other Changes

- General Fund Items Reduced:
  - Parks
    - \$10,000 Other Undefined Materials & Supplies - Reduced
  - Library
    - \$51,297 Part Time Library Aid – Deleted

# Changes from Council Retreat

- Enterprise Fund Capital Items Deleted, Added or Moved:
  - Water
    - \$150,000 Backhoe-deleted

# General Fund

# Overview

- For FY 2024, we are projecting a fund balance in the General Fund of approximately
  - \$2,877,030 in the Capital Reserve Fund
  - \$1,000,000 in the Emergency Fund
  - Estimated total of \$3,877,030

# Overview

- The Emergency Fund alone represents approximately less than 1 month of operating income
- The combined fund balance (Emergency and Reserve) represents approximately 3.2 months of operating income



# Overview

- As presented, the Fiscal Year 2024 General Fund budget is balanced with a proposed tax rate a \$.484739, which is the same tax rate as last year

# Revenue Highlights

- Operating Revenues - \$13,584,907
  - An increase over FY 23 of \$1,250,882
- To fund the FY 2024 General Fund Budget, we are proposing a tax rate of \$0.484739 cents per \$100 of valuation
- This is the same tax rate as last year

# Expenditure Highlights

- Operating Expenditures - \$14,241,551
  - An increase of \$954,765
    - Personnel
    - Supplies
    - Contractual
    - Hike and Bike Trail
- Capital Expenditures - \$2,689,390
  - An increase of 2,602,465
    - Hike and bike Trail \$1,970,370

# General Fund Budget Summary

{Section}.75.

|  | ACTUAL<br>2021-2022  | BUDGET<br>2022-2023  | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024  |
|--|----------------------|----------------------|------------------------|----------------------|
| <b>BEGINNING FUND BALANCE</b>          | <b>\$ 3,398,783</b>  | <b>\$ 4,568,316</b>  | <b>\$ 4,568,316</b>    | <b>\$ 3,862,209</b>  |
| <b>Revenues</b>                        |                      |                      |                        |                      |
| Ad Valorem Taxes                       | 5,271,893            | 5,476,000            | 5,476,000              | 5,470,447            |
| Sales Taxes                            | 3,688,365            | 3,719,631            | 3,719,631              | 3,789,946            |
| Franchise Fees                         | 941,466              | 911,798              | 911,798                | 1,001,820            |
| Licenses, Permits, Fees, Fines         | 1,304,875            | 1,576,080            | 1,276,080              | 1,237,800            |
| Grants                                 | 37,112               | 150,000              | 938,976                | 1,335,312            |
| Other                                  | 412,943              | 500,516              | 580,116                | 749,582              |
| <b>Total Revenues</b>                  | <b>11,656,654</b>    | <b>12,334,025</b>    | <b>12,902,601</b>      | <b>13,584,907</b>    |
| <b>Other Funding Sources</b>           |                      |                      |                        |                      |
| Transfer in-ARP Funds                  | -                    | 190,350              | -                      | 330,000              |
| Transfer-Personnel Shared Services     | -                    | 1,762,209            | 1,762,209              | 1,803,856            |
| Contractual Shared Services            | -                    | 127,000              | 127,000                | -                    |
| Fund Balance                           | -                    | 1,035                | -                      | -                    |
| Tree Mitigation Fds (Sprinkler System) | -                    | -                    | -                      | 227,000              |
| <b>Total Other Funding Sources</b>     | <b>-</b>             | <b>2,080,594</b>     | <b>1,889,209</b>       | <b>2,360,856</b>     |
| <b>TOTAL RESOURCES</b>                 | <b>\$ 11,656,654</b> | <b>\$ 14,414,619</b> | <b>\$ 14,791,810</b>   | <b>\$ 15,945,763</b> |
| <b>Expenditures</b>                    |                      |                      |                        |                      |
| Personnel Services                     | 7,305,729            | 9,967,490            | 9,967,490              | 10,366,433           |
| Supplies                               | 817,812              | 875,810.00           | 875,810.00             | 915,270              |
| Contractual Services                   | 2,142,676            | 2,443,546            | 3,010,221              | 2,959,848            |
| Capital Outlay                         | 263,288              | 86,925               | 86,925                 | 2,689,390            |
| <b>Total Expenditures</b>              | <b>10,529,505</b>    | <b>13,373,771</b>    | <b>13,940,446</b>      | <b>16,930,941</b>    |
| <b>Other Financing Uses</b>            |                      |                      |                        |                      |
| Transfer to Capital                    | -                    | 1,200,569            | 1,200,569              | -                    |
| Transfer Out EDCD to GF                | -                    | 62,884               | -                      | -                    |
| Transfer to ARP (Unused from FY 22)    | -                    | 356,902              | 356,902                | -                    |
| <b>Total Other Financing Uses</b>      | <b>-</b>             | <b>1,620,355</b>     | <b>1,557,471</b>       | <b>-</b>             |
| <b>TOTAL EXPENDITURES</b>              | <b>\$ 10,529,505</b> | <b>\$ 14,994,126</b> | <b>\$ 15,497,917</b>   | <b>\$ 16,930,941</b> |
| <b>ENDING FUND BALANCE</b>             | <b>\$ 4,525,932</b>  | <b>\$ 3,988,809</b>  | <b>\$ 3,862,209</b>    | <b>\$ 2,877,030</b>  |

# General Fund Revenue Summary

{Section}.75.

|                                | ACTUAL           | BUDGET           | ESTIMATED        | BUDGET           |
|--------------------------------|------------------|------------------|------------------|------------------|
|                                | 2021-2022        | 2022-2023        | 2022-2023        | 2023-2024        |
| <b>Ad Valorem Taxes</b>        |                  |                  |                  |                  |
| Current                        | 5,270,672        | 5,426,000        | 5,426,000        | 5,420,447        |
| Delinquent                     | -                | 25,000           | 25,000           | 25,000           |
| Penalty and Interest           | 1,221            | 25,000           | 25,000           | 25,000           |
| <b>Total Ad Valorem Taxes</b>  | <b>5,271,893</b> | <b>5,476,000</b> | <b>5,476,000</b> | <b>5,470,447</b> |
| <b>Sales Taxes</b>             |                  |                  |                  |                  |
| City Sales Tax                 | 3,232,731        | 3,271,631        | 3,271,631        | 3,332,946        |
| Alcoholic Beverage Sales Tax   | 29,758           | 34,000           | 34,000           | 30,000           |
| Economic Development Sales Tax | 408,025          | 399,000          | 399,000          | 409,000          |
| Vehicle Inventory Tax          | 17,851           | 15,000           | 15,000           | 18,000           |
| <b>Total Sales Taxes</b>       | <b>3,688,365</b> | <b>3,719,631</b> | <b>3,704,631</b> | <b>3,789,946</b> |

# General Fund Revenue Summary

{Section}.75.

|                             | ACTUAL         | BUDGET         | ESTIMATED      | BUDGET           |
|-----------------------------|----------------|----------------|----------------|------------------|
|                             | 2021-2022      | 2022-2023      | 2022-2023      | 2023-2024        |
| <b>Franchise Fees</b>       |                |                |                |                  |
| City Public Service         | 742,177        | 700,000        | 700,000        | 801,000          |
| Telecommunication Fees      | 8,083          | 11,000         | 11,000         | 8,000            |
| Node Pole Rental            | 750            | 1,000          | 1,000          | 750              |
| ROW Fees                    | 11,870         | 6,000          | 6,000          | 11,870           |
| San Antonio Water System    | -              | 1,298          | 1,298          | 1,300            |
| Sanitation                  | 64,644         | 55,000         | 55,000         | 65,000           |
| PEG Fees                    | 18,769         | 10,000         | 10,000         | 18,700           |
| Franchise Fees              | 93,366         | 125,000        | 125,000        | 93,400           |
| Grey Forest Utilities       | 1,807          | 2,500          | 2,500          | 1,800            |
| <b>Total Franchise Fees</b> | <b>941,466</b> | <b>911,798</b> | <b>911,798</b> | <b>1,001,820</b> |



# General Fund Revenue Summary

{Section}.75.

|                                       | ACTUAL           | BUDGET           | ESTIMATED        | BUDGET           |
|---------------------------------------|------------------|------------------|------------------|------------------|
|                                       | 2021-2022        | 2022-2023        | 2022-2023        | 2023-2024        |
| <b>Licenses, Fees and Fines</b>       |                  |                  |                  |                  |
| Building Department                   | 410,915          | 450,000          | 150,000          | 253,000          |
| Contractor's Registration             | -                | -                | -                | -                |
| Renter's Registration                 | -                | -                | -                | -                |
| Animal Licenses and Tags              | -                | -                | -                | -                |
| Animal Control Fees                   | 510              | 500              | 500              | 500              |
| Property Room Fee                     | 1,900            | 1,500            | 1,500            | 1,900            |
| Property Room Auctions                | 2,979            | 3,000            | 3,000            | 3,000            |
| Special and Solicitors                | 2,400            | 1,000            | 1,000            | 2,400            |
| Zoning and Board of Adjustment        | 3,965            | 3,000            | 3,000            | -                |
| Subdivision Platting Fees             | -                | -                | -                | -                |
| Occupation, Liquor, and Food          | -                | -                | -                | -                |
| Warrant Fees                          | 48,224           | 55,000           | 55,000           | 48,500           |
| Municipal Court Fines                 | 309,367          | 450,000          | 450,000          | 373,700          |
| Red Light Camera Fines                | -                | -                | -                | -                |
| Red Light Camera Late Fees            | -                | -                | -                | -                |
| Impound Lot Fees                      | 70,075           | 60,000           | 60,000           | 100,000          |
| Impound Lot Auctions                  | 64,764           | 71,080           | 71,080           | 65,000           |
| Recreation Fee                        | 26,548           | 31,000           | 31,000           | 26,600           |
| Fire Inspection Fees                  | -                | -                | -                | -                |
| Garage Sale Permit Fees               | -                | -                | -                | -                |
| EMS Fees                              | 362,828          | 450,000          | 450,000          | 362,800          |
| Book Fines                            | 400              | -                | -                | 400              |
| <b>Total Licenses, Fees and Fines</b> | <b>1,304,875</b> | <b>1,576,080</b> | <b>1,276,080</b> | <b>1,237,800</b> |

# General Fund Revenue Summary

{Section}.75.

## Grants

|                     | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|---------------------|---------------------|---------------------|------------------------|---------------------|
| PD Grants           | -                   | 25,000              | 25,000                 | 25,000              |
| Fire Grants         | 18,215              | 50,000              | 50,000                 | 50,000              |
| Library Grants      | 18,897              | 75,000              | 75,000                 | -                   |
| Hike and Bike       | -                   | -                   | 788,976                | 1,260,312           |
| <b>Total Grants</b> | <b>37,112</b>       | <b>150,000</b>      | <b>938,976</b>         | <b>1,335,312</b>    |

# General Fund Revenue Summary

{Section}.75.

|                             | ACTUAL               | BUDGET               | ESTIMATED            | BUDGET               |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
|                             | 2021-2022            | 2022-2023            | 2022-2023            | 2023-2024            |
| <b>Other</b>                |                      |                      |                      |                      |
| Interest Income             | 56,409               | 50,400               | 130,000              | 305,000              |
| EDCD Interest               | -                    | 5,500                | 5,500                | 11,000               |
| Sprint Tower Lease          | 17,303               | 15,972               | 15,972               | 15,972               |
| Pool Revenue                | 61,558               | 50,000               | 50,000               | 50,000               |
| Credit Card Processing Fees | 29,302               | 51,000               | 51,000               | 39,400               |
| Parks Bucks Program         | 710                  | 744                  | 744                  | 710                  |
| Miscellaneous               | 61,076               | 100,000              | 100,000              | 100,000              |
| Library Non Resident Users  | 3,000                | 2,500                | 2,500                | 3,000                |
| Library Memorial Donations  | 290                  | 100                  | 100                  | 300                  |
| EDCD Miscellaneous Revenue  | -                    | -                    | -                    | -                    |
| Sale of Surplus Property    | 25,750               | 10,000               | 10,000               | 10,000               |
| Towing Contract             | -                    | 500                  | 500                  | -                    |
| Special Events              | 52,530               | 50,000               | 50,000               | 80,000               |
| Blue Santa                  | 5,366                | 4,200                | 4,200                | 4,200                |
| CARES Act Reimbursement     | -                    | -                    | -                    | -                    |
| Café Lease                  | 9,105                | 9,600                | 9,600                | -                    |
| ASSPP                       | -                    | 100,000              | 100,000              | 30,000               |
| DEA Reimbursement           | 17,596               | 50,000               | 50,000               | 50,000               |
| TXDOT Reimbursement         | -                    | -                    | -                    | -                    |
| Insurance Proceeds          | 72,948               | -                    | -                    | 50,000               |
| <b>Total Other</b>          | <b>412,943</b>       | <b>500,516</b>       | <b>580,116</b>       | <b>749,582</b>       |
| <b>TOTAL REVENUES</b>       | <b>\$ 11,656,654</b> | <b>\$ 12,334,025</b> | <b>\$ 12,887,601</b> | <b>\$ 13,584,907</b> |

# Municipal Court

{Section}.75.

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 23,500              | 194,610             | 194,610                | 201,753             |
| Retirement Plan                   | 4,419               | 36,937              | 36,937                 | 40,310              |
| Group Insurance                   | 9,801               | 33,187              | 33,187                 | 36,547              |
| Worker Compensation               | 1,523               | 345                 | 345                    | 357                 |
| Liability Insurance               | 3,217               | -                   | -                      | -                   |
| Social Security                   | 1,651               | 14,888              | 14,888                 | 15,434              |
| Longevity Pay                     | 544                 | 2,108               | 2,108                  | 3,333               |
| <b>Total Personnel Services</b>   | <b>44,655</b>       | <b>282,075</b>      | <b>282,075</b>         | <b>297,734</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 1,854               | 1,500               | 1,500                  | 1,500               |
| Operating Supplies                | 12,399              | 10,200              | 10,200                 | 7,430               |
| Repairs & Maintenance - Internal  | -                   | 250                 | 250                    | 250                 |
| Misc. Supplies                    | 837                 | 1,750               | 1,750                  | 2,160               |
| <b>Total Supplies</b>             | <b>15,090</b>       | <b>13,700</b>       | <b>13,700</b>          | <b>11,340</b>       |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 57,845              | 68,200              | 68,200                 | 57,965              |
| Contractual Services              | 14,272              | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric  | 12,202              | -                   | -                      | 15,000              |
| Printing                          | 2,193               | 2,000               | 2,000                  | 700                 |
| Advertising                       | 143                 | 600                 | 600                    | 600                 |
| Travel                            | 1,121               | 2,000               | 2,000                  | 3,000               |
| Membership, Dues & Licenses       | -                   | 275                 | 275                    | 350                 |
| Subscriptions to Publications     | -                   | 200                 | 200                    | 200                 |
| Credit Card Processing Fee        | 30,803              | 50,000              | 50,000                 | 39,400              |
| <b>Total Contractual Services</b> | <b>118,579</b>      | <b>123,275</b>      | <b>123,275</b>         | <b>117,215</b>      |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 178,324</b>   | <b>\$ 419,050</b>   | <b>\$ 419,050</b>      | <b>\$ 426,289</b>   |

# Finance

{Section}.75.

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 54,715              | 237,760             | 237,760                | 288,807             |
| Retirement Plan                   | 7,880               | 45,127              | 45,127                 | 47,714              |
| Group Insurance                   | 3,380               | 24,890              | 24,890                 | 27,410              |
| Worker Compensation               | -                   | 421                 | 421                    | 423                 |
| Liability Insurance               | -                   | -                   | -                      | -                   |
| Social Security                   | 4,081               | 18,189              | 18,189                 | 18,269              |
| Longevity Pay                     | -                   | 3,056               | 3,056                  | 3,198               |
| <b>Total Personnel Services</b>   | <b>70,056</b>       | <b>329,443</b>      | <b>329,443</b>         | <b>385,821</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 3,262               | 1,500               | 1,500                  | 3,000               |
| Operating Supplies                | 1,431               | 1,000               | 1,000                  | 2,800               |
| Misc. Supplies                    | -                   | -                   | -                      | 1,000               |
| <b>Total Supplies</b>             | <b>4,693</b>        | <b>2,500</b>        | <b>2,500</b>           | <b>6,800</b>        |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 67,114              | 47,000              | 47,000                 | 49,265              |
| Utilities - Telephone             | 854                 | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric  | 11,173              | -                   | -                      | 13,000              |
| Printing                          | -                   | 250                 | 250                    | 350                 |
| Advertising                       | 1,800               | 500                 | 500                    | 2,000               |
| Travel                            | 5,845               | 5,000               | 5,000                  | 3,000               |
| Membership, Dues & Licenses       | 3,449               | 3,000               | 3,000                  | 450                 |
| Liability Insurance               | 3,000               | 20,152              | 20,152                 | 5,000               |
| <b>Total Contractual Services</b> | <b>93,235</b>       | <b>75,902</b>       | <b>75,902</b>          | <b>73,065</b>       |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 167,984</b>   | <b>\$ 407,845</b>   | <b>\$ 407,845</b>      | <b>\$ 465,686</b>   |

# Manager & Council

{Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 195,660             | 393,910             | 393,910                | 427,632             |
| Retirement Plan                    | 54,214              | 80,463              | 80,463                 | 91,440              |
| Group Insurance                    | 22,862              | 33,187              | 33,187                 | 36,547              |
| Worker Compensation                | -                   | 751                 | 751                    | 811                 |
| Liability Insurance                | -                   | -                   | -                      | -                   |
| Unemployment Compensation          | -                   | -                   | -                      | -                   |
| Social Security                    | 22,763              | 32,431              | 32,431                 | 35,011              |
| Car Allowance                      | 1,558               | 6,000               | 6,000                  | 6,000               |
| ARP Premium Pay                    | 99,000              | -                   | -                      | -                   |
| Other Benefits                     | 6,346               | 24,026              | 24,026                 | 24,026              |
| Special Pay                        | 405                 | -                   | -                      | -                   |
| Longevity Pay                      | 2,271               | 5,084               | 5,084                  | 5,457               |
| <b>Total Personnel Services</b>    | <b>405,079</b>      | <b>575,852</b>      | <b>575,852</b>         | <b>626,923</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Operating Supplies                 | 458                 | 30,640              | 30,640                 | 23,150              |
| Repairs & Maintenance - Internal   | 35,361              | 4,500               | 4,500                  | 2,000               |
| Misc. Supplies                     | 5,058               | -                   | -                      | -                   |
| Employee Award Program             | 4,635               | 3,300               | 3,300                  | 4,800               |
| Coronavirus Expenses               | 1,960               | -                   | -                      | -                   |
| <b>Total Supplies</b>              | <b>47,472</b>       | <b>38,440</b>       | <b>38,440</b>          | <b>29,950</b>       |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 52,561              | 29,142              | 29,142                 | 29,394              |
| Contractual Services               | 206,918             | 214,920             | 214,920                | 229,412             |
| Utilities - Telephone              | 23,219              | 80,000              | 80,000                 | 25,000              |
| Utilities - Gas, Water, Electric   | 12,018              | 280,000             | 280,000                | 17,800              |
| Printing                           | 31,891              | 45,000              | 45,000                 | 45,000              |
| Advertising                        | 1,985               | 9,150               | 9,150                  | 10,475              |
| Repairs and Maintenance - External | 1,034               | -                   | -                      | -                   |
| Travel                             | 11,104              | 35,000              | 35,000                 | 38,900              |
| Membership, Dues & Licenses        | 6,592               | 10,709              | 10,709                 | 10,709              |
| Subscriptions to Publications      | 767                 | 1,795               | 1,795                  | 1,870               |
| Liability Insurance                | 21,848              | 9,811               | 9,811                  | 30,000              |
| American Rescue Plan               | 5,134               | -                   | -                      | -                   |
| <b>Total Contractual Services</b>  | <b>375,071</b>      | <b>715,527</b>      | <b>715,527</b>         | <b>438,560</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Other Machinery & Equipment        | 20,283              | -                   | -                      | 15,000              |
| <b>Total Capital Outlay</b>        | <b>20,283</b>       | <b>-</b>            | <b>-</b>               | <b>15,000</b>       |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 847,905</b>   | <b>\$ 1,329,819</b> | <b>\$ 1,329,819</b>    | <b>\$ 1,110,434</b> |

# Manager & Council Capital

{Section}.75.

- Server
  - \$15,000



# Information Technology

{Section}.75.

|                                  | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>        |                     |                     |                        |                     |
| Salaries                         | -                   | 94,333              | 94,333                 | 86,426              |
| Retirement Plan                  | -                   | 17,904              | 17,904                 | 17,268              |
| Group Insurance                  | -                   | 8,297               | 8,297                  | 9,137               |
| Worker Compensation              | -                   | 167                 | 167                    | 153                 |
| Social Security                  | -                   | 7,217               | 7,217                  | 6,612               |
| Longevity Pay                    | -                   | 40                  | 40                     | -                   |
| <b>Total Personnel Services</b>  | -                   | 127,958             | 127,958                | 119,596             |
| <b>SUPPLIES</b>                  |                     |                     |                        |                     |
| Office Supplies                  | -                   | 1,000               | 1,000                  | 1,000               |
| Operating Supplies               | -                   | -                   | -                      | 6,500               |
| Repairs & Maintenance - Internal | -                   | 5,000               | 5,000                  | 5,500               |
| <b>Total Supplies</b>            | -                   | 6,000               | 6,000                  | 13,000              |
| <b>CONTRACTUAL</b>               |                     |                     |                        |                     |
| Professional Services            | -                   | -                   | -                      | -                   |
| Contractual Services             | -                   | 181,225             | 181,225                | 163,647             |
| Repairs and Maintenance-External | -                   | -                   | -                      | 16,300              |
| Travel                           | -                   | -                   | -                      | 3,000               |
| Memnerships, Dus & Licenses      | -                   | -                   | -                      | 175                 |
| <b>Tota Cotractual Services</b>  | -                   | 181,225             | 181,225                | 183,122             |
| <b>TOTAL EXPENDITURES</b>        | <b>\$ -</b>         | <b>\$ 315,183</b>   | <b>\$ 315,183</b>      | <b>\$ 315,718</b>   |

# Police

{Section}.75.

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>PERSONNEL SERVICES</b>          |                     |                     |                     |                     |
| Salaries                           | 1,371,470.00        | 1,928,934           | 1,928,934           | 2,018,077           |
| Retirement Plan                    | 296,322.00          | 400,336             | 400,336             | 443,745             |
| Group Insurance                    | 179,534.00          | 257,201             | 257,201             | 283,241             |
| Worker Compensation                | 22,299.00           | 48,061              | 48,061              | 50,722              |
| Physical Examinations              | 1,125.00            | -                   | -                   | -                   |
| Unemployment Compensation          | 1,031.00            | -                   | -                   | -                   |
| Overtime                           | 185,682.00          | 95,000              | 95,000              | 95,000              |
| Social Security                    | 124,401.00          | 161,358             | 161,358             | 170,201             |
| Clothing Allowance                 | 25,988.00           | 21,000              | 21,000              | 30,000              |
| Standby                            | 7,680.00            | -                   | -                   | 6,240               |
| Special Pay                        | 70,906.00           | 4,030               | 4,030               | 7,930               |
| Certification Pay                  | 94.00               | 60,288              | 60,288              | 67,600              |
| Longevity Pay                      | 18,721.00           | 18,740              | 18,740              | 20,305              |
| <b>Total Personnel Services</b>    | <b>2,305,253</b>    | <b>2,994,948</b>    | <b>2,994,948</b>    | <b>3,193,061</b>    |
| <b>SUPPLIES</b>                    |                     |                     |                     |                     |
| Office Supplies                    | 2,177               | 5,000               | 5,000               | 5,000               |
| Operating Supplies                 | 92,662              | 72,000              | 72,000              | 75,000              |
| Misc. Supplies                     | 60,305              | 33,500              | 33,500              | 35,000              |
| Blue Santa                         | 613                 | 4,200               | 4,200               | 4,200               |
| <b>Total Supplies</b>              | <b>155,757</b>      | <b>114,700</b>      | <b>114,700</b>      | <b>119,200</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                     |                     |
| Professional Services              | 34,919              | 15,000              | 15,000              | 15,000              |
| Contractual Services               | 39,954              | 54,000              | 54,000              | 52,678              |
| Utilities - Telephone              | 13,409              | -                   | -                   | 14,000              |
| Utilities - Gas, Water, Electric   | 13,286              | -                   | -                   | 14,000              |
| Printing                           | -                   | 2,500               | 2,500               | 2,500               |
| Repairs and Maintenance - External | 41,092              | 32,000              | 32,000              | 32,000              |
| Travel                             | 1,979               | 2,500               | 2,500               | 3,000               |
| Membership, Dues & Licenses        | 290                 | 1,500               | 1,500               | 1,500               |
| Subscriptions to Publications      | -                   | 500                 | 500                 | 500                 |
| Grant Expense                      | -                   | 25,000              | 25,000              | 25,000              |
| Liability Insurance                | 29,780              | 68,415              | 68,415              | 70,000              |
| <b>Total Contractual Services</b>  | <b>174,709</b>      | <b>201,415</b>      | <b>201,415</b>      | <b>230,178</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                     |                     |
| Vehicles                           | -                   | -                   | -                   | -                   |
| Other Machinery and Equipment      | -                   | -                   | -                   | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 2,635,719</b> | <b>\$ 3,311,063</b> | <b>\$ 3,311,063</b> | <b>\$ 3,542,439</b> |

# Police Capital

{Section}.75.

- ~~Patrol Vehicle-deleted~~
  - ~~\$65,000~~
- ~~Detective Vehicle-moved to Traffic safety~~
  - ~~\$65,000~~

# Impound Lot

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 76,779            | 61,891            | 61,891            | 75,943            |
| Retirement Plan                   | 14,766            | 13,089            | 13,089            | 16,646            |
| Group Insurance                   | -                 | 8,297             | 8,297             | 9,137             |
| Worker Compensation               | -                 | 1,588             | 1,588             | 1,918             |
| Social Security                   | 6,299             | 5,276             | 5,276             | 6,373             |
| Clothing Allowance                | -                 | 700               | 700               | 1,000             |
| Standby                           | 10,970            | -                 | -                 | -                 |
| Special Pay                       | 6,615             | 3,120             | 3,120             | 3,120             |
| Certification Pay                 | -                 | 3,250             | 3,250             | 3,250             |
| Longevity Pay                     | 5,036             | 4,983             | 4,983             | 5,115             |
| <b>Total Personnel Services</b>   | <b>120,465</b>    | <b>102,194</b>    | <b>102,194</b>    | <b>122,502</b>    |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | 710               | 1,900             | 1,900             | 400               |
| Operating Supplies                | -                 | -                 | -                 | 1,500             |
| Misc. Supplies                    | 1,500             | -                 | -                 | -                 |
| <b>Total Supplies</b>             | <b>2,210</b>      | <b>1,900</b>      | <b>1,900</b>      | <b>1,900</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 742               | 1,500             | 1,500             | 2,000             |
| Contractual Services              | 4,716             | 5,000             | 5,000             | 5,000             |
| Advertising                       | 700               | 3,000             | 3,000             | 3,000             |
| <b>Total Contractual Services</b> | <b>6,158</b>      | <b>9,500</b>      | <b>9,500</b>      | <b>10,000</b>     |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Office Equipment                  | -                 | -                 | -                 | -                 |
| Vehicles                          | -                 | -                 | -                 | -                 |
| Other Machinery & Equipment       | -                 | -                 | -                 | -                 |
| Land                              | -                 | -                 | -                 | -                 |
| Improvements                      | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 128,833</b> | <b>\$ 113,594</b> | <b>\$ 113,594</b> | <b>\$ 134,402</b> |

# Fire

{Section}.75.

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET           |
|------------------------------------|---------------------|---------------------|---------------------|------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024        |
| <b>PERSONNEL SERVICES</b>          |                     |                     |                     |                  |
| Salaries                           | 1,550,360           | 1,862,590           | 1,862,590           | 1,786,198        |
| Retirement Plan                    | 351,292             | 406,280             | 406,280             | 411,088          |
| Group Insurance                    | 240,728             | 224,014             | 224,014             | 237,557          |
| Worker Compensation                | 30,981              | 55,669              | 55,669              | 53,508           |
| Physical Examinations              | 16,412              | 16,000              | 16,000              | 16,000           |
| Overtime                           | 265,923             | 140,000             | 140,000             | 140,000          |
| Social Security                    | 143,129             | 163,754             | 163,754             | 157,399          |
| Clothing Allowance                 | 20,379              | 18,900              | 18,900              | 18,980           |
| Other Benefits                     | 1,350               | -                   | -                   | -                |
| Special Pay                        | 114,780             | -                   | -                   | -                |
| Certification Pay                  | 160                 | 119,080             | 119,080             | 112,320          |
| Longevity Pay                      | 20,060              | 19,877              | 19,877              | 18,770           |
| <b>Total Personnel Services</b>    | <b>2,755,554</b>    | <b>3,026,164</b>    | <b>3,026,164</b>    | <b>2,951,820</b> |
| <b>SUPPLIES</b>                    |                     |                     |                     |                  |
| Office Supplies                    | 14,079              | 13,000              | 13,000              | 7,500            |
| Operating Supplies                 | 112,420             | 110,000             | 110,000             | 132,000          |
| Repairs & Maintenance - Internal   | 4,485               | 10,000              | 10,000              | 12,000           |
| Misc. Supplies                     | 5,921               | -                   | -                   | -                |
| EMS Supplies                       | 98,678              | 84,000              | 84,000              | 84,900           |
| <b>Total Supplies</b>              | <b>235,583</b>      | <b>217,000</b>      | <b>217,000</b>      | <b>236,400</b>   |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                     |                  |
| Professional Services              | 4,951               | 4,900               | 4,900               | 3,024            |
| Contractual Services               | 55,669              | 57,225              | 57,225              | 67,200           |
| Utilities - Telephone              | 8,654               | -                   | -                   | 10,320           |
| Utilities - Gas, Water, Electric   | 30,076              | -                   | -                   | 32,000           |
| Printing                           | -                   | 300                 | 300                 | 500              |
| Advertising                        | 2,372               | 3,200               | 3,200               | 3,500            |
| Repairs and Maintenance - External | 173,051             | 120,000             | 120,000             | 100,000          |
| Travel                             | 24,105              | 22,100              | 22,100              | 25,000           |
| Membership, Dues & Licenses        | 9,113               | 10,500              | 10,500              | 17,344           |
| Subscriptions to Publications      | 717                 | 4,800               | 4,800               | 1,300            |
| Grant Expense                      | -                   | 50,000              | 50,000              | 50,000           |
| Liability Insurance                | 37,328              | 20,155              | 20,155              | 40,000           |
| <b>Total Contractual Services</b>  | <b>346,036</b>      | <b>293,180</b>      | <b>293,180</b>      | <b>350,188</b>   |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                     |                  |
| Vehicles                           | -                   | -                   | -                   | 330,000          |
| Lease Purchase                     | -                   | 86,925              | 86,925              | -                |
| Other Machinery & Equipment        | 73,935              | -                   | -                   | 32,000           |
| Improvements                       | -                   | -                   | -                   | -                |
| American Rescue Plan               | 142,782             | -                   | -                   | -                |
| <b>Total Capital Outlay</b>        | <b>216,717</b>      | <b>86,925</b>       | <b>86,925</b>       | <b>362,000</b>   |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 3,553,890</b> | <b>\$ 3,623,269</b> | <b>\$ 3,623,269</b> | <b>3,900,409</b> |

# Fire Capital

- Kitchen Hood System
  - \$32,000
- ~~Utility Terrain Vehicle-deleted~~
  - ~~\$32,000~~
- ~~Covered Parking-deleted~~
  - ~~\$15,000~~
- Ambulance
  - \$330,000 (ARP)

# Public Works

{Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 519,598             | 1,078,492           | 1,078,492              | 1,100,200           |
| Retirement Plan                    | 97,769              | 218,042             | 218,042                | 235,139             |
| Group Insurance                    | 111,316             | 165,936             | 165,936                | 182,736             |
| Worker Compensation                | 37,651              | 23,903              | 23,903                 | 24,125              |
| Liability Insurance                | -                   | -                   | -                      | -                   |
| Overtime                           | 5,061               | 60,000              | 60,000                 | 60,000              |
| Social Security                    | 40,281              | 87,883              | 87,883                 | 90,031              |
| Special Pay                        | 7,005               | -                   | -                      | -                   |
| Certification Pay                  | 201                 | 9,360               | 9,360                  | 15,070              |
| Longevity Pay                      | 12,331              | 14,242              | 14,242                 | 22,782              |
| <b>Total Personnel Services</b>    | <b>831,213</b>      | <b>1,657,858</b>    | <b>1,657,858</b>       | <b>1,730,082</b>    |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 3,865               | 15,000              | 15,000                 | 3,000               |
| Operating Supplies                 | 67,134              | 90,000              | 90,000                 | 102,320             |
| Repairs & Maintenance - Internal   | 52,079              | 58,315              | 58,315                 | 44,815              |
| Misc. Supplies                     | 49,580              | 35,000              | 35,000                 | 42,500              |
| <b>Total Supplies</b>              | <b>172,658</b>      | <b>198,315</b>      | <b>198,315</b>         | <b>192,635</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 64,652              | 146,440             | 146,440                | 106,440             |
| Contractual Services               | 58,697              | 71,917              | 71,917                 | 120,062             |
| Utilities - Telephone              | 5,510               | -                   | -                      | 4,000               |
| Utilities - Gas, Water, Electric   | 61,464              | -                   | -                      | 70,000              |
| Printing                           | -                   | 6,000               | 6,000                  | 6,000               |
| Advertising                        | -                   | 5,000               | 5,000                  | 5,000               |
| Repairs and Maintenance - External | 189,347             | 50,000              | 50,000                 | 70,000              |
| Single Audit                       | -                   | 4,500               | 4,500                  | 4,500               |
| Equipment Rental                   | -                   | 13,000              | 13,000                 | 13,000              |
| Travel                             | 1,494               | 15,000              | 15,000                 | 10,000              |
| Membership, Dues & Licenses        | 2,042               | 3,230               | 3,230                  | 5,000               |
| Liability Insurance                | 22,802              | 61,433              | 61,433                 | 71,000              |
| <b>Total Contractual Services</b>  | <b>406,007</b>      | <b>376,520</b>      | <b>376,520</b>         | <b>485,002</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Vehicles                           | -                   | -                   | -                      | -                   |
| Other Machinery & Equipment        | -                   | -                   | -                      | 90,000              |
| Improvements                       | -                   | -                   | -                      | 25,000              |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>115,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,409,878</b> | <b>\$ 2,232,693</b> | <b>\$ 2,232,693</b>    | <b>\$ 2,522,719</b> |



# Public Works Capital

{Section}.75.

- ~~• Truck with Boom-deleted~~
  - ~~• \$80,000~~
- Crack Sealer Trailer
  - \$40,000
- Sidewalks
  - \$25,000
- Broce Broom
  - \$50,000
- ~~• Two-Seater ATV-deleted~~
  - ~~• \$20,000~~

# Planning and Zoning

{Section}.75.

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 120,177             | 198,674             | 198,674                | 201,632             |
| Retirement Plan                   | 23,471              | 37,708              | 37,708                 | 40,286              |
| Group Insurance                   | 20,346              | 24,890              | 24,890                 | 27,410              |
| Worker Compensation               | -                   | 352                 | 352                    | 357                 |
| Overtime                          | 164                 | -                   | -                      | -                   |
| Social Security                   | 9,414               | 15,199              | 15,199                 | 15,425              |
| Other Benefits                    | 59                  | -                   | -                      | -                   |
| Longevity Pay                     | 1,102               | 80                  | 80                     | 200                 |
| <b>Total Personnel Services</b>   | <b>174,732</b>      | <b>276,904</b>      | <b>276,904</b>         | <b>285,311</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 1,148               | 1,030               | 1,030                  | 2,000               |
| Operating Supplies                | 4,593               | 2,750               | 2,750                  | 4,000               |
| Repairs & Maintenance - Internal  | -                   | 500                 | 500                    | 500                 |
| Misc. Supplies                    | 727                 | 1,000               | 1,000                  | 500                 |
| <b>Total Supplies</b>             | <b>6,468</b>        | <b>5,280</b>        | <b>5,280</b>           | <b>7,000</b>        |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 162,556             | 171,150             | 171,150                | 275,195             |
| Contractual Services              | 4,663               | 50,400              | 50,400                 | 50,400              |
| Utilities - Telephone             | 1,940               | -                   | -                      | 1,940               |
| Utilities - Gas, Water, Electric  | 17,145              | -                   | -                      | 17,144              |
| Printing                          | 28                  | 1,500               | 1,500                  | 1,500               |
| Advertising                       | 4,555               | 2,300               | 2,300                  | 2,300               |
| Travel                            | -                   | 7,000               | 7,000                  | 7,000               |
| Membership, Dues & Licenses       | 219                 | 1,000               | 1,000                  | 1,500               |
| Subscriptions to Publications     | -                   | -                   | -                      | 500                 |
| Liability Insurance               | 7,881               | -                   | -                      | -                   |
| <b>Total Contractual Services</b> | <b>198,987</b>      | <b>233,350</b>      | <b>233,350</b>         | <b>357,479</b>      |
| <b>CAPITAL OUTLAY</b>             |                     |                     |                        |                     |
| Office Equipment                  | -                   | -                   | -                      | -                   |
| Vehicles                          | -                   | -                   | -                      | -                   |
| Other Machinery & Equipment       | -                   | -                   | -                      | -                   |
| Land                              | -                   | -                   | -                      | -                   |
| Improvements                      | -                   | -                   | -                      | -                   |
| American Rescue Plan              | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>       | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 380,187</b>   | <b>\$ 515,534</b>   | <b>\$ 515,534</b>      | <b>\$ 649,790</b>   |

# Economic Development

{Section}.75.

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 130,449           | 110,972           | 110,972           | 106,363           |
| Retirement Plan                   | 24,278            | 21,063            | 21,063            | 31,543            |
| Group Insurance                   | 9,934             | 10,371            | 10,371            | 13,705            |
| Worker Compensation               | 512               | 197               | 197               | 280               |
| Liability Insurance               | -                 | -                 | -                 | -                 |
| Social Security                   | 10,232            | 8,489             | 8,489             | 12,077            |
| Car Allowance                     | 1,558             | -                 | -                 | 1,500             |
| Other Benefits                    | 6,475             | -                 | -                 | 6,006             |
| Longevity Pay                     | 239               | 300               | 300               | 666               |
| Shared Services                   | -                 | -                 | -                 | -                 |
| <b>Total Personnel Services</b>   | 183,677           | 151,392           | 151,392           | 172,139           |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | 408               | 650               | 650               | 950               |
| Operating Supplies                | 4,458             | 12,625            | 12,625            | 10,525            |
| <b>Total Supplies</b>             | 4,866             | 13,275            | 13,275            | 11,475            |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 132               | 4,500             | 4,500             | 10,000            |
| Contractual Services              | 25,882            | 19,135            | 19,135            | 33,235            |
| Utilities - Telephone             | -                 | -                 | -                 | -                 |
| Utilities - Gas, Water, Electric  | -                 | -                 | -                 | -                 |
| Advertising                       | 2,715             | 1,500             | 1,500             | 4,500             |
| Repairs & Maintenance - External  | -                 | -                 | -                 | 300               |
| Travel                            | 3,462             | 5,000             | 5,000             | 5,195             |
| Membership, Dues & Licenses       | 1,082             | 1,422             | 1,422             | 1,346             |
| Subscriptions to Publications     | 125               | 100               | 100               | 950               |
| Project Funding                   | 71,969            | 65,000            | 65,000            | 121,959           |
| 4th of July Funding               | -                 | 30,000            | 30,000            | 30,000            |
| Liability Insurance               | 524               | 1,225             | 1,225             | 2,000             |
| <b>Total Contractual Services</b> | 105,891           | 127,882           | 127,882           | 209,485           |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Office Equipment                  | -                 | -                 | -                 | -                 |
| Vehicles                          | -                 | -                 | -                 | -                 |
| Other Machinery & Equipment       | -                 | -                 | -                 | -                 |
| Land                              | -                 | -                 | -                 | -                 |
| Improvements                      | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       | -                 | -                 | -                 | -                 |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 294,434</b> | <b>\$ 292,549</b> | <b>\$ 292,549</b> | <b>\$ 393,099</b> |

# Special Events

{Section}.75.

|                                 | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                 | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>       |                   |                   |                   |                   |
| Retirement Plan                 | 4,797             | 500               | 500               | 4,596             |
| Overtime                        | 26,856            | 18,000            | 18,000            | 23,000            |
| Social Security                 | 1,981             | 1,500             | 1,500             | 1,760             |
| <b>Total Personnel Services</b> | <b>33,634</b>     | <b>20,000</b>     | <b>20,000</b>     | <b>29,356</b>     |
| <b>SUPPLIES</b>                 |                   |                   |                   |                   |
| Advertising                     | 378               | 3,000             | 3,000             | 3,000             |
| Concerts                        | 13                | -                 | -                 | -                 |
| Volunteer Appreciation Dinner   | -                 | -                 | -                 | 4,000             |
| Fourth of July                  | 84,099            | 80,000            | 80,000            | 99,200            |
| Christmas Tree Lighting         | 174               | 2,850             | 2,850             | 4,350             |
| Earthwise Living Day            | 5,866             | 2,700             | 2,700             | 2,700             |
| Soap Box Derby                  | -                 | -                 | -                 | -                 |
| Concert in the Park             | -                 | 29,800            | 29,800            | -                 |
| Movies in the Park              | 1,330             | 2,000             | 2,000             | 2,000             |
| <b>Total Supplies</b>           | <b>91,859</b>     | <b>120,350</b>    | <b>120,350</b>    | <b>115,250</b>    |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 125,493</b> | <b>\$ 140,350</b> | <b>\$ 140,350</b> | <b>\$ 144,606</b> |

# Special Events

{Section}.75.

- ~~Jazz Festival~~
  - ~~\$28,000 - deleted~~

# Parks

{Section}.75.

## PERSONNEL SERVICES

|                                 | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|---------------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries                        | 15,892              | -                   | -                      | -                   |
| Retirement Plan                 | 2,833               | -                   | -                      | -                   |
| Group Insurance                 | 9,314               | -                   | -                      | -                   |
| Worker Compensation             | -                   | -                   | -                      | -                   |
| Liability Insurance             | -                   | -                   | -                      | -                   |
| Social Security                 | 1,176               | -                   | -                      | -                   |
| Special Pay                     | -                   | -                   | -                      | -                   |
| Longevity Pay                   | -                   | -                   | -                      | -                   |
| <b>Total Personnel Services</b> | <b>29,215</b>       | <b>-</b>            | <b>-</b>               | <b>-</b>            |

## SUPPLIES

|                                  |               |                |                |                |
|----------------------------------|---------------|----------------|----------------|----------------|
| Operating Supplies               | 15,348        | 45,000         | 45,000         | 45,000         |
| Repairs & Maintenance - Internal | 18,779        | 47,100         | 47,100         | 47,500         |
| Misc. Supplies                   | 3,577         | 12,000         | 12,000         | 29,500         |
| <b>Total Supplies</b>            | <b>37,704</b> | <b>104,100</b> | <b>104,100</b> | <b>122,000</b> |

## CONTRACTUAL SERVICES

|                                    |                |                |                |                |
|------------------------------------|----------------|----------------|----------------|----------------|
| Professional Services              | 10,700         | 8,700          | 8,700          | 15,700         |
| Contractual Services               | 138,992        | 125,000        | 125,000        | 345,000        |
| Utilities - Telephone              | 1,981          | -              | -              | 2,400          |
| Utilities - Gas, Water, Electric   | 49,629         | -              | -              | 40,000         |
| Printing                           | -              | 5,000          | 5,000          | 5,000          |
| Advertising                        | 533            | 8,500          | 8,500          | 8,500          |
| Repairs and Maintenance - External | 7,724          | 25,000         | 25,000         | 25,000         |
| Travel                             | -              | 2,000          | 2,000          | 1,000          |
| Membership, Dues & Licenses        | 20             | 55             | 55             | 1,500          |
| Liability Insurance                | 4,067          | 3,045          | 3,045          | 4,000          |
| <b>Total Contractual Services</b>  | <b>213,646</b> | <b>177,300</b> | <b>177,300</b> | <b>448,100</b> |

## CAPITAL OUTLAY

|                             |               |          |          |                  |
|-----------------------------|---------------|----------|----------|------------------|
| Other Machinery & Equipment | -             | -        | -        | -                |
| Improvements                | 26,288        | -        | -        | 2,197,390        |
| <b>Total Capital Outlay</b> | <b>26,288</b> | <b>-</b> | <b>-</b> | <b>2,197,390</b> |

## TOTAL EXPENDITURES

|                   |                   |                   |                     |
|-------------------|-------------------|-------------------|---------------------|
| <b>\$ 306,853</b> | <b>\$ 281,400</b> | <b>\$ 281,400</b> | <b>\$ 2,767,490</b> |
|-------------------|-------------------|-------------------|---------------------|

# Parks Capital

{Section}.75.

- Sprinkler System-4 Parks
  - \$120,000
- ~~Merry Go Round ADA-deleted~~
  - ~~\$20,000~~
- ~~Dog Park-deleted~~
  - ~~\$100,000~~
- Hike and Bike Trail Seq 2
  - \$1,970,390
- Hike and Bike Trail Sprinkler System
  - \$107,000 - added



# Library

{Section}.75.

## PERSONNEL SERVICES

|                                 | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|---------------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries                        | 259,462.9           | 297,516             | 297,516                | 314,557             |
| Retirement Plan                 | 40,442.8            | 56,468              | 56,468                 | 62,848              |
| Group Insurance                 | 29,454.1            | 41,484              | 41,484                 | 45,684              |
| Worker Compensation             | -                   | 707                 | 707                    | 747                 |
| Liability Insurance             | -                   | -                   | -                      | -                   |
| Social Security                 | 19,952.5            | 22,760              | 22,760                 | 24,064              |
| Longevity Pay                   | 2,884.0             | 3,768               | 3,768                  | 4,188               |
| <b>Total Personnel Services</b> | <b>352,196</b>      | <b>422,703</b>      | <b>422,703</b>         | <b>452,088</b>      |

## SUPPLIES

|                                  |               |               |               |               |
|----------------------------------|---------------|---------------|---------------|---------------|
| Office Supplies                  | 2,863         | 2,700         | 2,700         | 3,000         |
| Operating Supplies               | 3,570         | 2,350         | 2,350         | 4,000         |
| Repairs & Maintenance - Internal | 113           | 800           | 800           | 1,000         |
| Misc. Supplies                   | 9,117         | 11,800        | 11,800        | 10,500        |
| Library Supplies                 | 27,684        | 21,600        | 21,600        | 28,820        |
| Gifts and Memorials              | 106           | 1,000         | 1,000         | 1,000         |
| <b>Total Supplies</b>            | <b>43,452</b> | <b>40,250</b> | <b>40,250</b> | <b>48,320</b> |

## CONTRACTUAL SERVICES

|                                    |                |                |                |               |
|------------------------------------|----------------|----------------|----------------|---------------|
| Professional Services              | 879            | 1,150          | 1,150          | 1,150         |
| Contractual Services               | 30,993         | 19,550         | 19,550         | 19,054        |
| Utilities - Telephone              | 2,259          | -              | -              | 3,000         |
| Utilities - Gas, Water, Electric   | 15,275         | -              | -              | 17,000        |
| Printing                           | 200            | 500            | 500            | 750           |
| Repairs and Maintenance - External | 889            | 3,000          | 3,000          | 3,000         |
| Travel                             | 4,105          | 1,500          | 1,500          | 3,000         |
| Membership, Dues & Licenses        | 2,193          | 2,750          | 2,750          | 3,000         |
| Subscriptions to Publications      | 1,498          | 2,000          | 2,000          | 2,500         |
| Liability Insurance                | 4,814          | 4,245          | 4,245          | 5,000         |
| Grant Expenses                     | 39,114         | 75,000         | 75,000         | -             |
| American Rescue Plan               | 2,138          | -              | -              | -             |
| <b>Total Contractual Services</b>  | <b>104,358</b> | <b>109,695</b> | <b>109,695</b> | <b>57,454</b> |

## CAPITAL OUTLAY

|                             |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|
| Improvements                | -        | -        | -        | -        |
| <b>Total Capital Outlay</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |

## TOTAL EXPENDITURES

|                   |                   |                   |                   |
|-------------------|-------------------|-------------------|-------------------|
| <b>\$ 500,006</b> | <b>\$ 572,648</b> | <b>\$ 572,648</b> | <b>\$ 557,862</b> |
|-------------------|-------------------|-------------------|-------------------|

# Library Capital

{Section}.75.

- ~~Circulation Desk-deleted~~
  - ~~\$50,000~~

# Enterprise Fund

# Overview

{Section}.75.

- Budget is Balanced
- Revenues
  - \$5,260,372
- Operating Expenses
  - \$3,704,267
- Transfer Out for Debt Service
  - \$105,363
- Transfer Out for Personnel Services
  - \$1,380,646
- Capital
  - \$914,382

# Water, Sewer and Stormwater Fund Budget Summary

{Section}.75.

|  | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|--|---------------------|---------------------|---------------------|---------------------|
|  | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>OPERATING REVENUES</b>                          |                     |                     |                     |                     |
| Water Sales  | \$ 2,157,443        | \$ 2,013,433        | \$ 2,013,433        | \$ 2,090,215        |
| Sewer Sales  | 2,577,726           | 2,486,600           | 2,486,600           | 2,516,542           |
| Stormwater Fees                                    | 414,147             | 592,388             | 592,388             | 583,679             |
| Customer Penalties                                 | 58,967              | 50,000              | 50,000              | 51,576              |
| Tapping Fees                                       | 165,566             | -                   | -                   | 10,000              |
| Connection & Platting                              | 7,500               | 12,750              | 12,750              | 8,360               |
| <b>TOTAL OPERATING REVENUES</b>                    | <b>5,381,349</b>    | <b>5,155,171</b>    | <b>5,155,171</b>    | <b>5,260,372</b>    |
| <b>OPERATING EXPENSES</b>                          |                     |                     |                     |                     |
| General & Administrative                           | 765,084             | -                   | -                   | -                   |
| Water System                                       | 2,023,947           | 1,002,017           | 683,285             | 1,264,795           |
| Sewer System                                       | 2,219,658           | 2,204,520           | 2,204,520           | 2,263,872           |
| Stormwater   | 240,444             | 822,246             | 189,079             | 175,600             |
| Depreciation                                       | 308,233             | -                   | -                   | -                   |
| <b>TOTAL OPERATING EXPENSES</b>                    | <b>5,557,366</b>    | <b>4,028,783</b>    | <b>3,076,884</b>    | <b>3,704,267</b>    |
| <b>NET OPERATING INCOME (LOSS)</b>                 | <b>(176,017)</b>    | <b>1,126,388</b>    | <b>2,078,287</b>    | <b>1,556,105</b>    |
| <b>NON-OPERATING REVENUES (EXPENSES)</b>           |                     |                     |                     |                     |
| Interest Income and Other                          | 28,490              | 6,200               | 6,200               | 60,500              |
| Transfers In-ARPA                                  | 230,000             | 19,191              | 19,191              | 224,382             |
| Bexar County Seneca Drainage Reimbursement         | 546,778             | -                   | -                   | -                   |
| Non-Operating Transfer Out-Debt Service            | -                   | (107,863)           | (107,863)           | (105,363)           |
| Transfer Out Shared Personnel Services             | -                   | (1,299,604)         | (1,299,604)         | (1,380,646)         |
| Transfer Out Shared Contractual Services           | (393,124)           | (127,000)           | (127,000)           | -                   |
| Transfer to ARP (Unused from FY 22)                | -                   | (25,680)            | (25,680)            | -                   |
| Interest Expense                                   | (55,815)            | -                   | -                   | -                   |
| <b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>     | <b>356,329</b>      | <b>(1,534,756)</b>  | <b>(1,534,756)</b>  | <b>(1,201,127)</b>  |
| <b>NET INCOME (LOSS)</b>                           | <b>180,312</b>      | <b>(408,368)</b>    | <b>543,531</b>      | <b>354,978</b>      |
| <b>CHANGES IN WORKING CAPITAL</b>                  |                     |                     |                     |                     |
| <b>NET INCOME (LOSS)</b>                           | <b>180,312</b>      | <b>(408,368)</b>    | <b>543,531</b>      | <b>354,978</b>      |
| <b>SOURCES (USES) OF WORKING CAPITAL</b>           |                     |                     |                     |                     |
| Additions to Fixed Assets- Transfer Out to Capital | -                   | (1,244,050)         | (1,244,050)         | (914,382)           |
| <b>TOTAL SOURCES (USES) OF WORKING CAPITAL</b>     | <b>-</b>            | <b>(1,244,050)</b>  | <b>(1,244,050)</b>  | <b>(914,382)</b>    |
| <b>NET INCREASE (DECREASE) IN WORKING CAPITAL</b>  | <b>180,312</b>      | <b>(1,652,418)</b>  | <b>(700,519)</b>    | <b>(559,404)</b>    |
| <b>BEGINNING FUND BALANCE</b>                      | <b>3,150,191</b>    | <b>3,330,503</b>    | <b>3,330,503</b>    | <b>2,629,984</b>    |
| <b>*ENDING FUND BALANCE</b>                        | <b>\$ 3,330,503</b> | <b>\$ 1,678,085</b> | <b>\$ 2,629,984</b> | <b>\$ 2,070,580</b> |

# Water

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>PERSONNEL SERVICES</b>          |                     |                     |                     |                     |
| Salaries                           | 260,942             | 206,359             | 206,359             | 213,280             |
| Retirement Plan                    | 56,330              | 41,159              | 41,159              | 45,041              |
| Group Insurance                    | 50,658              | 33,187              | 33,187              | 36,547              |
| Worker Compensation                | 12,626              | 4,216               | 4,216               | 4,382               |
| Liability Insurance                | 15,780              | -                   | -                   | -                   |
| Overtime                           | 22,424              | 8,000               | 8,000               | 8,000               |
| Social Security                    | 23,130              | 16,589              | 16,589              | 17,246              |
| Car Allowance                      | -                   | -                   | -                   | -                   |
| Other Benefits                     | -                   | -                   | -                   | -                   |
| Standby                            | 11,709              | -                   | -                   | -                   |
| Special Pay                        | 5,654               | -                   | -                   | -                   |
| Certification Pay                  | 150                 | 2,495               | 2,495               | 3,632               |
| 2021 Winter Storm                  | -                   | -                   | -                   | -                   |
| Longevity Pay                      | 13,869              | 6,726               | 6,726               | 7,722               |
| <b>Total Personnel Services</b>    | <b>473,272</b>      | <b>318,732</b>      | <b>318,732</b>      | <b>335,850</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                     |                     |
| Office Supplies                    | 501                 | 3,500               | 3,500               | 3,000               |
| Operating Supplies                 | 41,760              | 30,500              | 30,500              | 39,000              |
| Repairs & Maintenance - Internal   | 49,798              | 136,400             | 136,400             | 136,400             |
| Misc. Supplies                     | 18,568              | 15,000              | 15,000              | 15,000              |
| Water Conservation Program         | -                   | 2,000               | 2,000               | 2,000               |
| <b>Total Supplies</b>              | <b>110,627</b>      | <b>187,400</b>      | <b>187,400</b>      | <b>195,400</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                     |                     |
| Professional Services              | 20,266              | 20,555              | 20,555              | 50,555              |
| Contractual Services               | 235,114             | 297,735             | 297,735             | 369,490             |
| Utilities - Telephone              | 12,609              | -                   | -                   | 17,000              |
| Utilities - Gas, Water, Electric   | 100,434             | -                   | -                   | 100,000             |
| Printing                           | 2,070               | 3,000               | 3,000               | 3,000               |
| Advertising                        | 2,873               | 5,000               | 5,000               | 5,000               |
| Repairs and Maintenance - External | 1,062,710           | 145,000             | 145,000             | 145,000             |
| Equipment Rental                   | -                   | 1,500               | 1,500               | 1,500               |
| Travel                             | 3,296               | 7,000               | 7,000               | 10,000              |
| Membership, Dues & Licenses        | 676                 | 2,000               | 2,000               | 2,000               |
| Liability Insurance                | -                   | 14,095              | 14,095              | 30,000              |
| <b>Total Contractual Services</b>  | <b>1,440,048</b>    | <b>495,885</b>      | <b>495,885</b>      | <b>733,545</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                     |                     |
| Vehicles                           | -                   | -                   | -                   | -                   |
| Other Machinery & Equipment        | -                   | -                   | -                   | 50,000              |
| Water Rights                       | -                   | -                   | -                   | 140,000             |
| Improvements                       | -                   | -                   | -                   | 250,000             |
| American Rescue Plan               | -                   | -                   | -                   | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>440,000</b>      |
| <b>TOTAL EXPENSES</b>              | <b>\$ 2,023,947</b> | <b>\$ 1,002,017</b> | <b>\$ 1,002,017</b> | <b>\$ 1,704,795</b> |

# Water Capital

- Excavator Trailer
  - \$50,000
- Replace Water Mains
  - 250,000
- Water Rights
  - \$140,000
- ~~Backhoe-deleted~~
  - ~~\$150,000~~



# Sewer

{Section}.75.

## PERSONNEL SERVICES

|                                 | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|---------------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries                        | 80,904              | 51,590              | 51,590                 | 53,320              |
| Retirement Plan                 | 15,250              | 11,429              | 11,429                 | 12,407              |
| Group Insurance                 | 14,595              | 8,297               | 8,297                  | 9,137               |
| Worker Compensation             | 4,798               | 1,171               | 1,171                  | 1,207               |
| Liability Insurance             | 24,115              | -                   | -                      | -                   |
| Overtime                        | 60                  | 8,000               | 8,000                  | 8,000               |
| Social Security                 | 6,340               | 4,606               | 4,606                  | 4,751               |
| Standby                         | -                   | -                   | -                      | -                   |
| Special Pay                     | 1,348               | -                   | -                      | -                   |
| Certification Pay               | 42                  | 624                 | 624                    | 778                 |
| Longevity Pay                   | 2,905               | 1,682               | 1,682                  | 1,930               |
| <b>Total Personnel Services</b> | <b>150,357</b>      | <b>87,398</b>       | <b>87,398</b>          | <b>91,530</b>       |

## SUPPLIES

|                                  |          |               |               |               |
|----------------------------------|----------|---------------|---------------|---------------|
| Office Supplies                  | -        | 200           | 200           | -             |
| Operating Supplies               | -        | 5,000         | 5,000         | 5,000         |
| Repairs & Maintenance - Internal | -        | 27,500        | 27,500        | 27,500        |
| Misc. Supplies                   | -        | 5,000         | 5,000         | 27,500        |
| <b>Total Supplies</b>            | <b>-</b> | <b>37,700</b> | <b>37,700</b> | <b>60,000</b> |

## CONTRACTUAL SERVICES

|                                    |                  |                  |                  |                  |
|------------------------------------|------------------|------------------|------------------|------------------|
| Professional Services              | 5,070            | 25,555           | 25,555           | 50,555           |
| Contractual Services               | 1,700,869        | 1,977,787        | 1,977,787        | 1,977,787        |
| Utilities - Telephone              | -                | -                | -                | -                |
| Utilities - Gas, Water, Electric   | 542              | -                | -                | -                |
| Printing                           | -                | -                | -                | -                |
| Advertising                        | -                | -                | -                | -                |
| Repairs and Maintenance - External | 352,098          | 60,000           | 60,000           | 60,000           |
| Liability Insurance                | -                | 2,080            | 2,080            | 10,000           |
| Travel                             | -                | -                | -                | -                |
| Sewer Surcharge                    | 10,722           | 14,000           | 14,000           | 14,000           |
| <b>Total Contractual Services</b>  | <b>2,069,301</b> | <b>2,079,422</b> | <b>2,079,422</b> | <b>2,112,342</b> |

## CAPITAL OUTLAY

|                             |          |          |          |                |
|-----------------------------|----------|----------|----------|----------------|
| Improvements                | -        | -        | -        | 474,382        |
| <b>Total Capital Outlay</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>474,382</b> |

## TOTAL EXPENSES

|                     |                     |                     |                     |
|---------------------|---------------------|---------------------|---------------------|
| <b>\$ 2,219,658</b> | <b>\$ 2,204,520</b> | <b>\$ 2,204,520</b> | <b>\$ 2,738,254</b> |
|---------------------|---------------------|---------------------|---------------------|

# Sewer Capital

- Replace Sewer Mains
  - \$250,000
- Replace Sewer Mains on Wurzbach
  - \$224,382 (ARP)

# Stormwater

{Section}.75.

|                                    | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                    | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>          |                   |                   |                   |                   |
| Salaries                           | 87,043            | -                 | -                 | -                 |
| Retirement Plan                    | 16,073            | -                 | -                 | -                 |
| Group Insurance                    | 15,174            | -                 | -                 | -                 |
| Overtime                           | 19                | -                 | -                 | -                 |
| Social Security                    | 6,809             | -                 | -                 | -                 |
| Car Allowance                      | 312               | -                 | -                 | -                 |
| Other Benefits                     | 1,224             | -                 | -                 | -                 |
| Special Pay                        | 958               | -                 | -                 | -                 |
| Certification Pay                  | 24                | -                 | -                 | -                 |
| Longevity Pay                      | 1,773             | -                 | -                 | -                 |
| <b>Total Personnel Services</b>    | <b>129,409</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>SUPPLIES</b>                    |                   |                   |                   |                   |
| Office Supplies                    | -                 | 3,500             | 3,500             | -                 |
| Operating Supplies                 | 10,282            | 12,000            | 12,000            | 10,000            |
| Repairs & Maintenance - Internal   | 214               | 10,000            | 10,000            | 10,000            |
| <b>Total Supplies</b>              | <b>10,496</b>     | <b>25,500</b>     | <b>25,500</b>     | <b>20,000</b>     |
| <b>Contractual Services</b>        |                   |                   |                   |                   |
| Professional Services              | 26,111            | 25,800            | 25,800            | 30,800            |
| Contractual Services               | 25,526            | 109,500           | 109,500           | 56,500            |
| Telephone                          | 710               |                   |                   |                   |
| Printing                           | 2,077             | 3,000             | 3,000             | 3,000             |
| Repairs and Maintenance - External | 122,107           | 20,000            | 20,000            | 50,000            |
| Travel                             | -                 | 3,000             | 3,000             | 5,000             |
| Membership, Dues & Licenses        | -                 | 200               | 200               | 300               |
| Liability Insurance                | -                 | 2,079             | 2,079             | 10,000            |
| <b>Total Contractual Services</b>  | <b>176,531</b>    | <b>163,579</b>    | <b>163,579</b>    | <b>155,600</b>    |
| <b>CAPITAL OUTLAY</b>              |                   |                   |                   |                   |
| Vehicles                           | -                 | -                 | -                 | -                 |
| Improvements                       | -                 | 633,167           | -                 | -                 |
| <b>Total Capital Outlay</b>        | <b>-</b>          | <b>633,167</b>    | <b>-</b>          | <b>-</b>          |
| <b>TOTAL EXPENSES</b>              | <b>\$ 316,436</b> | <b>\$ 822,246</b> | <b>\$ 189,079</b> | <b>\$ 175,600</b> |

# Red Light Camera

# Red Light Camera Budget Summary

{Section}.75.

|                                     | ACTUAL<br>2021-2022 | BUDGET<br>2021-2022 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>       | <b>\$600,453</b>    | <b>\$919,759</b>    | <b>\$919,759</b>       | <b>\$881,186</b>    |
| <b>Revenues</b>                     |                     |                     |                        |                     |
| Red Light Camera Fines              | 1,971,249           | 2,234,341           | 1,971,000              | 1,895,872           |
| Red Light Camera Late Fees          | 191,485             | 200,000             | 200,000                | 200,000             |
| Interest                            | -                   | 3,000               | 35,000                 | 25,000              |
| <b>Total Revenue</b>                | <b>2,162,733</b>    | <b>2,437,341</b>    | <b>2,206,000</b>       | <b>2,120,872</b>    |
| <b>Other Funding Sources</b>        |                     |                     |                        |                     |
| ARP Funds                           | -                   | 3,007               | -                      | -                   |
| Fund Balance                        | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b>  | <b>-</b>            | <b>3,007</b>        | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>              | <b>\$ 2,763,186</b> | <b>\$ 3,360,107</b> | <b>\$ 3,125,759</b>    | <b>\$ 3,002,058</b> |
| <b>Expenditures</b>                 |                     |                     |                        |                     |
| Personnel Services                  | 942,545             | 887,000             | 887,000                | 940,485             |
| Supplies                            | 9,853               | 4,000               | 4,000                  | 12,950              |
| Contractual Services                | 891,029             | 901,000             | 901,000                | 940,997             |
| Capital Outlay                      | -                   | -                   | -                      | 505,738             |
| <b>Total Expenditures</b>           | <b>1,843,427</b>    | <b>1,792,000</b>    | <b>1,792,000</b>       | <b>2,400,170</b>    |
| <b>Other Financing Uses</b>         |                     |                     |                        |                     |
| Shared Personnel Services to GF-RLC | -                   | 326,574             | 326,574                | 342,558             |
| Transfer to Capital-Traffic Safety  | -                   | 126,000             | 126,000                | -                   |
| <b>Total Other Financing Uses</b>   | <b>-</b>            | <b>452,574</b>      | <b>452,574</b>         | <b>342,558</b>      |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 1,843,427</b> | <b>\$ 2,244,574</b> | <b>\$ 2,244,574</b>    | <b>\$ 2,742,728</b> |
| <b>ENDING FUND BALANCE</b>          | <b>\$ 919,759</b>   | <b>\$ 1,115,534</b> | <b>\$ 881,186</b>      | <b>\$ 259,330</b>   |

# Red Light Camera

{Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 368,995             | 404,186             | 404,186                | 415,024             |
| Retirement Plan                    | 67,132              | 82,397              | 82,397                 | 89,204              |
| Group Insurance                    | 42,096              | 49,781              | 49,781                 | 54,821              |
| Worker Compensation                | 11,410              | 9,996               | 9,996                  | 10,280              |
| Unemployment Compensation          | 1,031               | -                   | -                      | -                   |
| Overtime                           | 2,301               | -                   | -                      | -                   |
| Social Security                    | 27,046              | 33,211              | 33,211                 | 34,155              |
| Clothing Allowance                 | 1,547               | 4,200               | 4,200                  | 5,700               |
| Stand - By                         | -                   | 6,240               | 6,240                  | 6,240               |
| Special Pay                        | 12,176              | -                   | -                      | -                   |
| Certification Pay                  | 31                  | 19,500              | 19,500                 | 19,500              |
| Longevity Pay                      | 1,679               | 1,597               | 1,597                  | 7,335               |
| Shared Services General Fund       | -                   | 326,574             | 326,574                | -                   |
| <b>Total Personnel Services</b>    | <b>535,444</b>      | <b>937,682</b>      | <b>937,682</b>         | <b>642,258</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 1,165               | 1,500               | 1,500                  | 150                 |
| Operating Supplies                 | -                   | 2,500               | 2,500                  | 3,000               |
| <b>Total Supplies</b>              | <b>1,165</b>        | <b>4,000</b>        | <b>4,000</b>           | <b>3,150</b>        |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 16,403              | 1,000               | 1,000                  | 1,000               |
| Contractual Services               | 859,123             | 900,000             | 900,000                | 886,000             |
| Utilities - Telephone              | -                   | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric   | -                   | -                   | -                      | -                   |
| Printing                           | -                   | -                   | -                      | -                   |
| Advertising                        | 36                  | -                   | -                      | -                   |
| Repairs and Maintenance - External | -                   | -                   | -                      | -                   |
| <b>Total Contractual Services</b>  | <b>875,562</b>      | <b>901,000</b>      | <b>901,000</b>         | <b>887,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,412,171</b> | <b>\$ 1,842,682</b> | <b>\$ 1,842,682</b>    | <b>\$ 1,532,408</b> |

# Traffic Safety

{Section}.75.

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 274,438           | 175,083           | 175,083           | 179,547           |
| Retirement Plan                   | 53,266            | 38,502            | 38,502            | 41,602            |
| Group Insurance                   | 29,430            | 16,594            | 16,594            | 27,410            |
| Worker Compensation               | 2,597             | 4,671             | 4,671             | 4,794             |
| Overtime                          | 3,555             | 18,000            | 18,000            | 18,000            |
| Social Security                   | 22,070            | 15,518            | 15,518            | 15,929            |
| Clothing Allowance                | 2,018             | 2,100             | 2,100             | 3,000             |
| Standby                           | 3,600             | 3,120             | 3,120             | 3,120             |
| Special Pay                       | 13,960            | 650               | 650               | -                 |
| Certification Pay                 | -                 | -                 | -                 | 4,550             |
| Longevity Pay                     | 2,167             | 1,654             | 1,654             | 275               |
| <b>Total Personnel Services</b>   | <b>407,101</b>    | <b>275,891</b>    | <b>275,891</b>    | <b>298,227</b>    |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | -                 | -                 | -                 | 300               |
| Operating Supplies                | 693               | -                 | -                 | 9,000             |
| Misc. Supplies                    | 7,995             | -                 | -                 | 500               |
| <b>Total Supplies</b>             | <b>8,688</b>      | <b>-</b>          | <b>-</b>          | <b>9,800</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 102               | -                 | -                 | 1,000             |
| Contractual Services              | 6,585             | -                 | -                 | 44,997            |
| Utilities - Telephone             | 144               | -                 | -                 | -                 |
| Repairs and Maintenance - Ex      | 8,636             | -                 | -                 | 8,000             |
| Travel                            | -                 | -                 | -                 | -                 |
| <b>Total Contractual Services</b> | <b>15,467</b>     | <b>-</b>          | <b>-</b>          | <b>53,997</b>     |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Vehicles                          | -                 | -                 | -                 | 275,000           |
| Other Machinery & Equipment       | -                 | -                 | -                 | 230,738           |
| <b>Total Capital Outlay</b>       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>505,738</b>    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 431,256</b> | <b>\$ 275,891</b> | <b>\$ 275,891</b> | <b>\$ 867,762</b> |



# Traffic Safety Capital

- Command Vehicle
  - \$80,000
- Jaws of Life
  - \$61,000
- In-Car Camera Systems
  - \$149,738
- 3 Patrol Vehicles
  - \$195,000
- School Zone Motherboard
  - \$20,000

# American Rescue Plan

# American Rescue Plan Budget Summary {Section}.75.

|                                      | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET            |
|--------------------------------------|---------------------|---------------------|---------------------|-------------------|
|                                      | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024         |
| <b>BEGINNING FUND BALANCE</b>        | <b>\$ 1,524,627</b> | <b>\$ 2,519,238</b> | <b>\$ 2,519,238</b> | <b>\$ 554,382</b> |
| <b>Revenues</b>                      |                     |                     |                     |                   |
| ARP                                  | 1,527,460           | -                   | -                   | -                 |
| Interest                             | 5,251               | -                   | 50,000              | -                 |
| <b>Total Revenue</b>                 | <b>1,532,711</b>    | <b>-</b>            | <b>50,000</b>       | <b>-</b>          |
| <b>Other Funding Sources</b>         |                     |                     |                     |                   |
| Fund Balance                         | -                   | -                   | -                   | -                 |
| Transfer from GF (Unused FY 2022)    | -                   | 356,902             | 356,902             | -                 |
| Transfer from Water (Unused FY 2022) | -                   | 25,680              | 25,680              | -                 |
| <b>Total Other Funding Sources</b>   | <b>-</b>            | <b>382,582</b>      | <b>382,582</b>      | <b>-</b>          |
| <b>TOTAL RESOURCES</b>               | <b>\$ 3,057,338</b> | <b>\$ 2,901,820</b> | <b>\$ 2,951,820</b> | <b>\$ 554,382</b> |
| <b>Expenditures</b>                  |                     |                     |                     |                   |
| Personnel Services                   | -                   | -                   | -                   | -                 |
| Supplies                             | -                   | -                   | -                   | -                 |
| Contractual Services                 | -                   | -                   | -                   | -                 |
| Capital Outlay                       | -                   | -                   | -                   | -                 |
| <b>Total Expenditures</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>          |
| <b>Other Financing Uses</b>          |                     |                     |                     |                   |
| Transfers Out                        | 538,100             | 217,134             | -                   | 554,382           |
| Transfer to Capital                  | -                   | 2,397,438           | 2,397,438           | -                 |
| <b>Total Other Financing Uses</b>    | <b>538,100</b>      | <b>2,614,572</b>    | <b>2,397,438</b>    | <b>554,382</b>    |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 538,100</b>   | <b>\$ 2,614,572</b> | <b>\$ 2,397,438</b> | <b>\$ 554,382</b> |
| <b>ENDING FUND BALANCE</b>           | <b>\$ 2,519,238</b> | <b>\$ 287,248</b>   | <b>\$ 554,382</b>   | <b>\$ -</b>       |

# American Rescue Plan Capital

- Ambulance
  - \$330,000
- Wurzbach Sewer Mains
  - \$224,382

# Crime Control and Prevention District

# Crime Control and Prevention Budget Overview

- Budget is Balanced
  - Operating Revenues - \$408,800
  - Operating Expenditures -\$352,711
- This Funds the Salary and Benefits for
  - 50% of the Assistant Police Chief
  - One Patrol Officer
  - One Investigations Sergeant

# Crime Control and Prevention Budget Summary {Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$294,506</b>    | <b>\$466,681</b>    | <b>\$466,681</b>       | <b>\$503,206</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Tax Revenue                        | 362,977             | 363,000             | 363,000                | 403,800             |
| Interest                           | 2,050               | 500                 | 10,000                 | 5,000               |
| <b>Total Revenue</b>               | <b>365,027</b>      | <b>363,500</b>      | <b>373,000</b>         | <b>408,800</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| ARP Funds                          | -                   | 3,591               | -                      | -                   |
| Fund Balance                       | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>3,591</b>        | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 659,533</b>   | <b>\$ 833,772</b>   | <b>\$ 839,681</b>      | <b>\$ 912,006</b>   |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 192,825             | 253,229             | 253,229                | 261,960             |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | 27                  | 10,100              | 10,100                 | 10,100              |
| Capital Outlay                     | -                   | -                   | -                      | -                   |
| <b>Total Expenditures</b>          | <b>192,852</b>      | <b>263,329</b>      | <b>263,329</b>         | <b>272,060</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Shared Personnal Services to GF    | -                   | 73,147              | 73,147                 | 80,651              |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>73,147</b>       | <b>73,147</b>          | <b>80,651</b>       |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 192,852</b>   | <b>\$ 336,476</b>   | <b>\$ 336,476</b>      | <b>\$ 352,711</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 466,681</b>   | <b>\$ 497,297</b>   | <b>\$ 503,206</b>      | <b>\$ 559,295</b>   |

# Crime Control and Prevention Expenditures

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 128,457             | 137,007             | 137,007                | 138,996             |
| Retirement Plan                   | 25,333              | 34,721              | 34,721                 | 37,068              |
| Group Insurance                   | 12,417              | 16,594              | 16,594                 | 18,274              |
| Worker Compensation               | 3,008               | 4,212               | 4,212                  | 4,272               |
| Overtime                          | 2,434               | 34,000              | 34,000                 | 34,000              |
| Social Security                   | 10,632              | 13,995              | 13,995                 | 14,193              |
| Clothing Allowance                | 63                  | 1,400               | 1,400                  | 2,000               |
| Standby                           | 2,760               | 3,120               | 3,120                  | 3,120               |
| Special Pay                       | 7,110               | 910                 | 910                    | 910                 |
| Certification Pay                 | -                   | 6,500               | 6,500                  | 6,500               |
| Longevity Pay                     | 612                 | 770                 | 770                    | 2,627               |
| Shared Services                   | -                   | 73,147              | 73,147                 | -                   |
| <b>Total Personnel Services</b>   | <b>192,825</b>      | <b>326,376</b>      | <b>326,376</b>         | <b>261,960</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 27                  | -                   | -                      | -                   |
| Contractual Services              | -                   | 10,100              | 10,100                 | 10,100              |
| <b>Total Contractual Services</b> | <b>27</b>           | <b>10,100</b>       | <b>10,100</b>          | <b>10,100</b>       |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 192,852</b>   | <b>\$ 336,476</b>   | <b>\$ 336,476</b>      | <b>\$ 272,060</b>   |



# Community Center Fund

# Community Center Budget Overview

- Budget is Balanced (with \$1,234 use of fund balance)
- Operating Revenues
  - \$155,454
- Operating Expenditures
  - \$156,688
- Capital
  - \$60,000

# Community Center Budget Summary

{Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$188,873</b>    | <b>\$228,025</b>    | <b>\$228,025</b>       | <b>\$208,358</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Hotel/Motel Taxes                  | 84,186              | 70,000              | 70,000                 | 84,000              |
| Rental Fees                        | 64,292              | 50,000              | 50,000                 | 64,254              |
| Interest                           | 1,470               | 100                 | 5,000                  | 7,200               |
| Miscellaneous                      | -                   | -                   | -                      | -                   |
| <b>Total Revenue</b>               | <b>149,948</b>      | <b>120,100</b>      | <b>125,000</b>         | <b>155,454</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| ARP Funds                          | -                   | 995                 | -                      | -                   |
| Fund Balance                       | -                   | 23,572              | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>24,567</b>       | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>338,821</b>      | <b>349,120</b>      | <b>353,025</b>         | <b>363,812</b>      |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 59,240              | 73,610              | 73,610                 | 89,338              |
| Supplies                           | 1,003               | 7,500               | 7,500                  | 8,000               |
| Contractual Services               | 50,553              | 51,557              | 51,557                 | 59,350              |
| Capital Outlay                     | -                   | 12,000              | 12,000                 | 60,000              |
| <b>Total Expenditures</b>          | <b>110,796</b>      | <b>144,667</b>      | <b>144,667</b>         | <b>216,688</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Transfer to Capital                | -                   | -                   | -                      | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 110,796</b>   | <b>\$ 144,667</b>   | <b>\$ 144,667</b>      | <b>\$ 216,688</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 228,025</b>   | <b>\$ 204,453</b>   | <b>\$ 208,358</b>      | <b>\$ 147,124</b>   |

# Community Center Expenditures

{Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 40,973              | 53,112              | 53,112                 | 64,474              |
| Retirement Plan                    | 7,359               | 10,081              | 10,081                 | 12,882              |
| Group Insurance                    | 6,320               | 6,223               | 6,223                  | 6,853               |
| Worker Compensation                | 1,233               | 94                  | 94                     | 114                 |
| Liability Insurance                | 80                  | -                   | -                      | -                   |
| Social Security                    | 3,099               | 4,063               | 4,063                  | 4,932               |
| Special Pay                        | -                   | -                   | -                      | -                   |
| Longevity Pay                      | 176                 | 38                  | 38                     | 83                  |
| <b>Total Personnel Services</b>    | <b>59,240</b>       | <b>73,610</b>       | <b>73,610</b>          | <b>89,338</b>       |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 130                 | 500                 | 500                    | 1,000               |
| Operating Supplies                 | 873                 | 2,000               | 2,000                  | 2,000               |
| Repairs & Maintenance - Internal   | -                   | 4,500               | 4,500                  | 4,500               |
| Misc. Supplies                     | -                   | 500                 | 500                    | 500                 |
| <b>Total Supplies</b>              | <b>1,003</b>        | <b>7,500</b>        | <b>7,500</b>           | <b>8,000</b>        |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 2,399               | 2,110               | 2,110                  | 3,500               |
| Contractual Services               | 6,574               | 3,200               | 3,200                  | 3,200               |
| Utilities - Telephone              | 10,474              | 9,000               | 9,000                  | 14,800              |
| Utilities - Gas, Water, Electric   | 22,791              | 28,000              | 28,000                 | 28,000              |
| Printing                           | -                   | 200                 | 200                    | 200                 |
| Advertising                        | 2,680               | 2,100               | 2,100                  | 2,100               |
| Repairs and Maintenance - External | 4,001               | 2,000               | 2,000                  | 2,000               |
| Membership, Dues & Licenses        | 1,223               | 550                 | 550                    | 550                 |
| Liability Insurance                | 410                 | 4,397               | 4,397                  | 5,000               |
| <b>Total Contractual Services</b>  | <b>50,553</b>       | <b>51,557</b>       | <b>51,557</b>          | <b>59,350</b>       |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Office Equipment                   | -                   | 12,000              | 12,000                 | -                   |
| Improvements                       | -                   | -                   | -                      | 60,000              |
| Other Machinery & Equipment        | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>12,000</b>       | <b>12,000</b>          | <b>60,000</b>       |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 110,796</b>   | <b>\$ 144,667</b>   | <b>\$ 144,667</b>      | <b>\$ 216,688</b>   |

# Community Center Capital

- Conference Center Kitchen
  - \$60,000

# Street Maintenance Tax Fund

# Street Maintenance Budget Summary {Section}.75.

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$1,359,760</b>  | <b>\$1,245,523</b>  | <b>\$1,245,523</b>     | <b>\$525,192</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Sales Taxes                        | 816,051             | 799,000             | 798,000                | 798,000             |
| Interest                           | 6,722               | 4,000               | 36,000                 | 30,000              |
| <b>Total Revenue</b>               | <b>822,773</b>      | <b>803,000</b>      | <b>834,000</b>         | <b>828,000</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| Transfer in-Water                  | 272,399             | -                   | -                      | -                   |
| Fund Balance                       | -                   | 163,052             | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>272,399</b>      | <b>163,052</b>      | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 2,454,932</b> | <b>\$ 2,048,523</b> | <b>\$ 2,079,523</b>    | <b>\$ 1,353,192</b> |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | -                   | -                   | -                      | -                   |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | 1,209,409           | 966,052             | 1,554,331              | 720,000             |
| <b>Total Expenditures</b>          | <b>1,209,409</b>    | <b>966,052</b>      | <b>1,554,331</b>       | <b>720,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,209,409</b> | <b>\$ 966,052</b>   | <b>\$ 1,554,331</b>    | <b>\$ 720,000</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 1,245,523</b> | <b>\$ 1,082,471</b> | <b>\$ 525,192</b>      | <b>\$ 633,192</b>   |

# Special Revenue Funds



# Special Revenue Funds

- Grant Fund
  - Revenue - \$2,856
  - Expenditures - \$5,000
    - Law Enforcement Officer Standards and Education (LEOSE) Funds Law Enforcement Training
- Building Security Fund –
  - Revenue - \$18,000
  - Expenditures -\$10,000
    - Court Bailiff

# Special Revenue Funds

- Child Safety Fund
  - Revenue - \$14,200
  - Expenditures - \$5,953
    - School Crossing Guard Program
- Municipal Court Technology
  - Revenue - \$19,500
  - Expenditures - \$15,000
    - Court Technology Related Items
- Debt Service
  - Revenue - \$687,613
  - Expenditures - \$687,613

# Special Revenue Funds

- Police Forfeiture
  - \$253,350
- Capital
  - Video Server
    - \$54,600
  - Copier
    - \$8,750
  - 2 Patrol Vehicles
    - \$130,000
  - Undercover Police Vehicle
    - \$60,000

# Personnel

- Funds the Merit Pay System, which allows each employee a 2% merit increase on the anniversary date of their hire, if they qualify
- Funds longevity pay for all qualifying full-time City employees
  - Paid annually in November
- Does not include any Cost-of-Living Adjustment

# Personnel

- The proposed budget includes funding for the City's Medical Insurance Program which provides medical, dental, vision and life insurance coverage
- The program provides medical insurance to employees at no cost
- Dependent insurance cost is paid for by the employee
- Funds the retirement at 19.86% effective January 1, 2024

# Personnel

- Christmas Holidays – City is Closed
  - Friday, December 22 to Monday, January 1
    - **The City will Reopen Tuesday, January 2**
  - Does the Council want to add Juneteenth as a City holiday?

# Items Not Included in the FY 2024 Budget

- No increase in personnel for first responders
- No funds for a contractor to maintain LC-17

# Next Steps

{Section}.75.

- Public Hearing and Formal Adoption of the Tax Rate
  - September 19, 2023



# Proposed Budget Fiscal Year 2024

## Public Hearing

{Section}.75.

Crystal Caldera, PhD

City Council Meeting  
September 5, 2023

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL ADOPTING THE ANNUAL BUDGET FOR THE CITY OF LEON VALLEY FOR THE FISCAL YEAR 2024; APPROVING PROJECTS INCLUDED IN THE PLANS; APPROPRIATING FUNDS AND PROVIDING FOR PAYMENT**

---

**WHEREAS**, in accordance with the Leon Valley Code of Ordinances, it is necessary to adopt a budget for the Fiscal Year 2024; and

**WHEREAS**, the Proposed Annual Budget for the period commencing October 1, 2023, and ending September 30, 2024 has been prepared by the City Manager and the City Council has considered the City Manager's proposals; and

**WHEREAS**, after public notice, work sessions and hearings were held on the Proposed Budget and the City Council has considered the issue for several weeks; and

**WHEREAS**, on September 5, 2023, City Council considered the Proposed Budget;

**NOW, THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**SECTION 1.** The Proposed Annual Budget for the City of Leon Valley, Texas, for the Fiscal Year 2024, as set out in Attachment A, is attached hereto and incorporated herein for all purposes, and the following sections of this Ordinance, is hereby approved and adopted for the fiscal year commencing October 1, 2023 and ending September 30, 2024.

**SECTION 2.** Appropriations. The sums set forth in Attachment A are hereby appropriated for the ensuing Fiscal Year 2024 for the different City Departments and purposes of the City.

**SECTION 3.** Personnel Positions.

- A. The number of City-funded personnel positions in all City-funded Departments shall not exceed the total number by indicated fund as set forth in Attachment A unless authorized by subsequent ordinance(s).
- B. Any Departments, Divisions, Sections, Offices, or Programs which have been funded in previous budgets but are not contained in the attached Fiscal Year 2024 Budget Document (Attachment A) are hereby abolished. Any personnel positions that have been authorized in previous budgets, but are not contained in Attachment A are hereby abolished.

**SECTION 4.** Texas Municipal Retirement System. Pursuant to Section 855.407(g) of the Texas Government Code (the TMRS Act), the City hereby elects to make future normal and prior service contributions to its account in the municipal accumulation fund of the Texas Municipal Retirement System at such combined rate of the total compensation paid by the City to employees who are members of the System, as the System's actuary shall

annually determine as the rate necessary to fund within the amortization period determined as applicable to the City under the TMRS Act the costs of all benefits which are or may become chargeable to or are to be paid out of the City's account in said accumulation fund, regardless of other provisions of the TMRS Act limiting the combined rate of City contributions. This election shall be effective on October 1, 2023.

**SECTION 5.** Budget Document Filing. The City Manager shall cause the Fiscal Year 2024 Budget and a copy of this Ordinance to be filed with the City Secretary and the County Clerk of Bexar County, as required by the Texas Local Government Code.

**SECTION 6.** Conflict Provisions. Any discrepancy between this Ordinance and Attachments A shall be resolved in favor of Attachments A.

**SECTION 7.** Effective Date. Except as otherwise specifically provided for herein, this Ordinance shall take effect on the 1<sup>st</sup> day of October, 2023.

# Attachment A

**City of Leon Valley, Texas  
Annual Operating Budget  
Fiscal Year 2023-2024**

Section 102.005(b) of the Texas Local Government Code, adopted in September 2007, requires any budget adopted after September 2007 to include the following language on a cover page:

"This budget will raise less revenue from property taxes than last year's budget by an amount of \$5,553, which is a .00102406 percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$10,026.27"

## **City of Leon Valley, Texas**

### **List of Principal Officers**

#### **Fiscal Year 2024**

#### **Elected Officials**

Chris Riley, Mayor

|                 |                |
|-----------------|----------------|
| Council Place 1 | Benny Martinez |
| Council Place 2 | Josh Stevens   |
| Council Place 3 | Philip Campos  |
| Council Place 4 | Rey Orozco     |
| Council Place 5 | Will Bradshaw  |

#### **City Officials**

Dr, Crystal Caldera, City Manager

|                              |                      |
|------------------------------|----------------------|
| Human Resource Director      | Lisa Hernandez       |
| Finance Director             | Carol Goering        |
| City Secretary               | Saundra Passailaigue |
| Planning and Zoning Director | Mindy Teague         |
| Police Chief                 | David Gonzalez       |
| Fire Chief                   | Michael Naughton     |
| Library Director             | Regina Reed          |
| Public Works Director        | Melinda Moritz       |

**GENERAL FUND**  
**SUMMARY OF REVENUES AND EXPENDITURES**

|  | ACTUAL<br>2021-2022  | BUDGET<br>2022-2023  | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024  |
|--|----------------------|----------------------|------------------------|----------------------|
| <b>BEGINNING FUND BALANCE</b>          | <b>\$ 3,398,783</b>  | <b>\$ 4,568,316</b>  | <b>\$ 4,568,316</b>    | <b>\$ 3,862,209</b>  |
| <b>Revenues</b>                        |                      |                      |                        |                      |
| Ad Valorem Taxes                       | 5,271,893            | 5,476,000            | 5,476,000              | 5,470,447            |
| Sales Taxes                            | 3,688,365            | 3,719,631            | 3,719,631              | 3,789,946            |
| Franchise Fees                         | 941,466              | 911,798              | 911,798                | 1,001,820            |
| Licenses, Permits, Fees, Fines         | 1,304,875            | 1,576,080            | 1,276,080              | 1,237,800            |
| Grants                                 | 37,112               | 150,000              | 938,976                | 1,335,312            |
| Other                                  | 412,943              | 500,516              | 580,116                | 749,582              |
| <b>Total Revenues</b>                  | <b>11,656,654</b>    | <b>12,334,025</b>    | <b>12,902,601</b>      | <b>13,584,907</b>    |
| <b>Other Funding Sources</b>           |                      |                      |                        |                      |
| Transfer in-ARP Funds                  | -                    | 190,350              | -                      | 330,000              |
| Transfer-Personnel Shared Services     | -                    | 1,762,209            | 1,762,209              | 1,803,856            |
| Contractual Shared Services            | -                    | 127,000              | 127,000                | -                    |
| Fund Balance                           | -                    | 1,035                | -                      | -                    |
| Tree Mitigation Fds (Sprinkler System) | -                    | -                    | -                      | 227,000              |
| <b>Total Other Funding Sources</b>     | <b>-</b>             | <b>2,080,594</b>     | <b>1,889,209</b>       | <b>2,360,856</b>     |
| <b>TOTAL RESOURCES</b>                 | <b>\$ 11,656,654</b> | <b>\$ 14,414,619</b> | <b>\$ 14,791,810</b>   | <b>\$ 15,945,763</b> |
| <b>Expenditures</b>                    |                      |                      |                        |                      |
| Personnel Services                     | 7,305,729            | 9,967,490            | 9,967,490              | 10,366,433           |
| Supplies                               | 817,812              | 875,810.00           | 875,810.00             | 915,270              |
| Contractual Services                   | 2,142,676            | 2,443,546            | 3,010,221              | 2,959,848            |
| Capital Outlay                         | 263,288              | 86,925               | 86,925                 | 2,689,390            |
| <b>Total Expenditures</b>              | <b>10,529,505</b>    | <b>13,373,771</b>    | <b>13,940,446</b>      | <b>16,930,941</b>    |
| <b>Other Financing Uses</b>            |                      |                      |                        |                      |
| Transfer to Capital                    | -                    | 1,200,569            | 1,200,569              | -                    |
| Transfer Out EDCD to GF                | -                    | 62,884               | -                      | -                    |
| Transfer to ARP (Unused from FY 22)    | -                    | 356,902              | 356,902                | -                    |
| <b>Total Other Financing Uses</b>      | <b>-</b>             | <b>1,620,355</b>     | <b>1,557,471</b>       | <b>-</b>             |
| <b>TOTAL EXPENDITURES</b>              | <b>\$ 10,529,505</b> | <b>\$ 14,994,126</b> | <b>\$ 15,497,917</b>   | <b>\$ 16,930,941</b> |
| <b>ENDING FUND BALANCE</b>             | <b>\$ 4,525,932</b>  | <b>\$ 3,988,809</b>  | <b>\$ 3,862,209</b>    | <b>\$ 2,877,030</b>  |

**GENERAL FUND**  
**SCHEDULE OF REVENUES BY SOURCE**

|                                 | ACTUAL           | BUDGET           | ESTIMATED        | BUDGET           |
|---------------------------------|------------------|------------------|------------------|------------------|
|                                 | 2021-2022        | 2022-2023        | 2022-2023        | 2023-2024        |
| <b>Ad Valorem Taxes</b>         |                  |                  |                  |                  |
| Current                         | 5,270,672        | 5,426,000        | 5,426,000        | 5,420,447        |
| Delinquent                      | -                | 25,000           | 25,000           | 25,000           |
| Penalty and Interest            | 1,221            | 25,000           | 25,000           | 25,000           |
| <b>Total Ad Valorem Taxes</b>   | <b>5,271,893</b> | <b>5,476,000</b> | <b>5,476,000</b> | <b>5,470,447</b> |
| <b>Sales Taxes</b>              |                  |                  |                  |                  |
| City Sales Tax                  | 3,232,731        | 3,271,631        | 3,271,631        | 3,332,946        |
| Alcoholic Beverage Sales Tax    | 29,758           | 34,000           | 34,000           | 30,000           |
| Economic Development Sales Tax  | 408,025          | 399,000          | 399,000          | 409,000          |
| Vehicle Inventory Tax           | 17,851           | 15,000           | 15,000           | 18,000           |
| <b>Total Sales Taxes</b>        | <b>3,688,365</b> | <b>3,719,631</b> | <b>3,704,631</b> | <b>3,789,946</b> |
| <b>Franchise Fees</b>           |                  |                  |                  |                  |
| City Public Service             | 742,177          | 700,000          | 700,000          | 801,000          |
| Telecommunication Fees          | 8,083            | 11,000           | 11,000           | 8,000            |
| Node Pole Rental                | 750              | 1,000            | 1,000            | 750              |
| ROW Fees                        | 11,870           | 6,000            | 6,000            | 11,870           |
| San Antonio Water System        | -                | 1,298            | 1,298            | 1,300            |
| Sanitation                      | 64,644           | 55,000           | 55,000           | 65,000           |
| PEG Fees                        | 18,769           | 10,000           | 10,000           | 18,700           |
| Franchise Fees                  | 93,366           | 125,000          | 125,000          | 93,400           |
| Grey Forest Utilities           | 1,807            | 2,500            | 2,500            | 1,800            |
| <b>Total Franchise Fees</b>     | <b>941,466</b>   | <b>911,798</b>   | <b>911,798</b>   | <b>1,001,820</b> |
| <b>Licenses, Fees and Fines</b> |                  |                  |                  |                  |
| Building Department             | 410,915          | 450,000          | 150,000          | 253,000          |
| Contractor's Registration       | -                | -                | -                | -                |
| Renter's Registration           | -                | -                | -                | -                |
| Animal Licenses and Tags        | -                | -                | -                | -                |
| Animal Control Fees             | 510              | 500              | 500              | 500              |
| Property Room Fee               | 1,900            | 1,500            | 1,500            | 1,900            |
| Property Room Auctions          | 2,979            | 3,000            | 3,000            | 3,000            |
| Special and Solicitors          | 2,400            | 1,000            | 1,000            | 2,400            |
| Zoning and Board of Adjustment  | 3,965            | 3,000            | 3,000            | -                |
| Subdivision Platting Fees       | -                | -                | -                | -                |
| Occupation, Liquor, and Food    | -                | -                | -                | -                |
| Warrant Fees                    | 48,224           | 55,000           | 55,000           | 48,500           |
| Municipal Court Fines           | 309,367          | 450,000          | 450,000          | 373,700          |
| Red Light Camera Fines          | -                | -                | -                | -                |
| Red Light Camera Late Fees      | -                | -                | -                | -                |



**GENERAL FUND**  
**SCHEDULE OF REVENUES BY SOURCE**

|                                       | ACTUAL           | BUDGET           | ESTIMATED        | BUDGET           |
|---------------------------------------|------------------|------------------|------------------|------------------|
|                                       | 2021-2022        | 2022-2023        | 2022-2023        | 2023-2024        |
| Impound Lot Fees                      | 70,075           | 60,000           | 60,000           | 100,000          |
| Impound Lot Auctions                  | 64,764           | 71,080           | 71,080           | 65,000           |
| Recreation Fee                        | 26,548           | 31,000           | 31,000           | 26,600           |
| Fire Inspection Fees                  | -                | -                | -                | -                |
| Garage Sale Permit Fees               | -                | -                | -                | -                |
| EMS Fees                              | 362,828          | 450,000          | 450,000          | 362,800          |
| Book Fines                            | 400              | -                | -                | 400              |
| <b>Total Licenses, Fees and Fines</b> | <b>1,304,875</b> | <b>1,576,080</b> | <b>1,276,080</b> | <b>1,237,800</b> |
| <b>Grants</b>                         |                  |                  |                  |                  |
| PD Grants                             | -                | 25,000           | 25,000           | 25,000           |
| Fire Grants                           | 18,215           | 50,000           | 50,000           | 50,000           |
| Library Grants                        | 18,897           | 75,000           | 75,000           | -                |
| EMS/Trauma System                     | -                | -                | -                | -                |
| Criminal Justice Grant                | -                | -                | -                | -                |
| Hike and Bike                         | -                | -                | 788,976          | 1,260,312        |
| <b>Total Grants</b>                   | <b>37,112</b>    | <b>150,000</b>   | <b>938,976</b>   | <b>1,335,312</b> |
| <b>Other</b>                          |                  |                  |                  |                  |
| Interest Income                       | 56,409           | 50,400           | 130,000          | 305,000          |
| EDCD Interest                         | -                | 5,500            | 5,500            | 11,000           |
| Sprint Tower Lease                    | 17,303           | 15,972           | 15,972           | 15,972           |
| Pool Revenue                          | 61,558           | 50,000           | 50,000           | 50,000           |
| Credit Card Processing Fees           | 29,302           | 51,000           | 51,000           | 39,400           |
| Parks Bucks Program                   | 710              | 744              | 744              | 710              |
| Miscellaneous                         | 61,076           | 100,000          | 100,000          | 100,000          |
| Library Non Resident Users            | 3,000            | 2,500            | 2,500            | 3,000            |
| Library Memorial Donations            | 290              | 100              | 100              | 300              |
| EDCD Miscellaneous Revenue            | -                | -                | -                | -                |
| Sale of Surplus Property              | 25,750           | 10,000           | 10,000           | 10,000           |
| Towing Contract                       | -                | 500              | 500              | -                |
| Special Events                        | 52,530           | 50,000           | 50,000           | 80,000           |
| Blue Santa                            | 5,366            | 4,200            | 4,200            | 4,200            |
| CARES Act Reimbursement               | -                | -                | -                | -                |
| Café Lease                            | 9,105            | 9,600            | 9,600            | -                |
| ASSPP                                 | -                | 100,000          | 100,000          | 30,000           |
| DEA Reimbursement                     | 17,596           | 50,000           | 50,000           | 50,000           |
| TXDOT Reimbursement                   | -                | -                | -                | -                |
| Insurance Proceeds                    | 72,948           | -                | -                | 50,000           |
| <b>Total Other</b>                    | <b>412,943</b>   | <b>500,516</b>   | <b>580,116</b>   | <b>749,582</b>   |

**GENERAL FUND**  
**SCHEDULE OF REVENUES BY SOURCE**

|                | ACTUAL        | BUDGET        | ESTIMATED     | BUDGET        |
|----------------|---------------|---------------|---------------|---------------|
|                | 2021-2022     | 2022-2023     | 2022-2023     | 2023-2024     |
| TOTAL REVENUES | \$ 11,656,654 | \$ 12,334,025 | \$ 12,887,601 | \$ 13,584,907 |

**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES BY DEPARTMENT**

|                           | ACTUAL               | BUDGET               | ESTIMATED            | BUDGET               |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
|                           | 2021-2022            | 2022-2023            | 2022-2023            | 2023-2024            |
| Municipal Court           | 178,324              | 419,050              | 419,050              | 426,289              |
| Finance                   | 167,984              | 407,845              | 407,845              | 465,686              |
| City Manager & Council    | 847,905              | 1,329,819            | 1,329,819            | 1,110,434            |
| Information Technology    | -                    | -                    | -                    | 315,718              |
| Police                    | 2,635,719            | 3,311,063            | 3,311,063            | 3,542,439            |
| Red Light Camera          | 1,843,427            | 2,244,574            | 2,244,574            | -                    |
| Impound Lot               | 128,833              | 113,594              | (113,594)            | 134,402              |
| Fire                      | 3,553,890            | 3,623,269            | 3,623,269            | 3,900,409            |
| Public Works              | 1,409,878            | 2,232,693            | 2,232,693            | 2,522,719            |
| Planning & Zoning         | 380,187              | 515,534              | 515,534              | 649,790              |
| Economic Development      | 294,434              | 292,549              | 292,549              | 393,099              |
| Special Events            | 125,493              | 140,350              | 140,350              | 144,606              |
| Parks & Recreation        | 306,853              | 281,400              | 281,400              | 2,767,490            |
| Library                   | 500,006              | 572,648              | 572,648              | 557,862              |
| <b>TOTAL EXPENDITURES</b> | <b>\$ 12,372,932</b> | <b>\$ 15,484,387</b> | <b>\$ 15,257,199</b> | <b>\$ 16,930,943</b> |

## COURT EXPENDITURES

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 23,500              | 194,610             | 194,610                | 201,753             |
| Retirement Plan                   | 4,419               | 36,937              | 36,937                 | 40,310              |
| Group Insurance                   | 9,801               | 33,187              | 33,187                 | 36,547              |
| Worker Compensation               | 1,523               | 345                 | 345                    | 357                 |
| Liability Insurance               | 3,217               | -                   | -                      | -                   |
| Social Security                   | 1,651               | 14,888              | 14,888                 | 15,434              |
| Longevity Pay                     | 544                 | 2,108               | 2,108                  | 3,333               |
| <b>Total Personnel Services</b>   | <b>44,655</b>       | <b>282,075</b>      | <b>282,075</b>         | <b>297,734</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 1,854               | 1,500               | 1,500                  | 1,500               |
| Operating Supplies                | 12,399              | 10,200              | 10,200                 | 7,430               |
| Repairs & Maintenance - Internal  | -                   | 250                 | 250                    | 250                 |
| Misc. Supplies                    | 837                 | 1,750               | 1,750                  | 2,160               |
| <b>Total Supplies</b>             | <b>15,090</b>       | <b>13,700</b>       | <b>13,700</b>          | <b>11,340</b>       |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 57,845              | 68,200              | 68,200                 | 57,965              |
| Contractual Services              | 14,272              | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric  | 12,202              | -                   | -                      | 15,000              |
| Printing                          | 2,193               | 2,000               | 2,000                  | 700                 |
| Advertising                       | 143                 | 600                 | 600                    | 600                 |
| Travel                            | 1,121               | 2,000               | 2,000                  | 3,000               |
| Membership, Dues & Licenses       | -                   | 275                 | 275                    | 350                 |
| Subscriptions to Publications     | -                   | 200                 | 200                    | 200                 |
| Credit Card Processing Fee        | 30,803              | 50,000              | 50,000                 | 39,400              |
| <b>Total Contractual Services</b> | <b>118,579</b>      | <b>123,275</b>      | <b>123,275</b>         | <b>117,215</b>      |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 178,324</b>   | <b>\$ 419,050</b>   | <b>\$ 419,050</b>      | <b>\$ 426,289</b>   |

## FINANCE EXPENDITURES

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 54,715              | 237,760             | 237,760                | 288,807             |
| Retirement Plan                   | 7,880               | 45,127              | 45,127                 | 47,714              |
| Group Insurance                   | 3,380               | 24,890              | 24,890                 | 27,410              |
| Worker Compensation               | -                   | 421                 | 421                    | 423                 |
| Liability Insurance               | -                   | -                   | -                      | -                   |
| Social Security                   | 4,081               | 18,189              | 18,189                 | 18,269              |
| Longevity Pay                     | -                   | 3,056               | 3,056                  | 3,198               |
| <b>Total Personnel Services</b>   | <b>70,056</b>       | <b>329,443</b>      | <b>329,443</b>         | <b>385,821</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 3,262               | 1,500               | 1,500                  | 3,000               |
| Operating Supplies                | 1,431               | 1,000               | 1,000                  | 2,800               |
| Misc. Supplies                    | -                   | -                   | -                      | 1,000               |
| <b>Total Supplies</b>             | <b>4,693</b>        | <b>2,500</b>        | <b>2,500</b>           | <b>6,800</b>        |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 67,114              | 47,000              | 47,000                 | 49,265              |
| Utilities - Telephone             | 854                 | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric  | 11,173              | -                   | -                      | 13,000              |
| Printing                          | -                   | 250                 | 250                    | 350                 |
| Advertising                       | 1,800               | 500                 | 500                    | 2,000               |
| Travel                            | 5,845               | 5,000               | 5,000                  | 3,000               |
| Membership, Dues & Licenses       | 3,449               | 3,000               | 3,000                  | 450                 |
| Liability Insurance               | 3,000               | 20,152              | 20,152                 | 5,000               |
| <b>Total Contractual Services</b> | <b>93,235</b>       | <b>75,902</b>       | <b>75,902</b>          | <b>73,065</b>       |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 167,984</b>   | <b>\$ 407,845</b>   | <b>\$ 407,845</b>      | <b>\$ 465,686</b>   |

# CITY MANAGER & COUNCIL EXPENDITURES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 195,660             | 393,910             | 393,910                | 427,632             |
| Retirement Plan                    | 54,214              | 80,463              | 80,463                 | 91,440              |
| Group Insurance                    | 22,862              | 33,187              | 33,187                 | 36,547              |
| Worker Compensation                | -                   | 751                 | 751                    | 811                 |
| Liability Insurance                | -                   | -                   | -                      | -                   |
| Unemployment Compensation          | -                   | -                   | -                      | -                   |
| Social Security                    | 22,763              | 32,431              | 32,431                 | 35,011              |
| Car Allowance                      | 1,558               | 6,000               | 6,000                  | 6,000               |
| ARP Premium Pay                    | 99,000              | -                   | -                      | -                   |
| Other Benefits                     | 6,346               | 24,026              | 24,026                 | 24,026              |
| Special Pay                        | 405                 | -                   | -                      | -                   |
| Longevity Pay                      | 2,271               | 5,084               | 5,084                  | 5,457               |
| <b>Total Personnel Services</b>    | <b>405,079</b>      | <b>575,852</b>      | <b>575,852</b>         | <b>626,923</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Operating Supplies                 | 458                 | 30,640              | 30,640                 | 23,150              |
| Repairs & Maintenance - Internal   | 35,361              | 4,500               | 4,500                  | 2,000               |
| Misc. Supplies                     | 5,058               | -                   | -                      | -                   |
| Employee Award Program             | 4,635               | 3,300               | 3,300                  | 4,800               |
| Coronavirus Expenses               | 1,960               | -                   | -                      | -                   |
| <b>Total Supplies</b>              | <b>47,472</b>       | <b>38,440</b>       | <b>38,440</b>          | <b>29,950</b>       |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 52,561              | 29,142              | 29,142                 | 29,394              |
| Contractual Services               | 206,918             | 214,920             | 214,920                | 229,412             |
| Utilities - Telephone              | 23,219              | 80,000              | 80,000                 | 25,000              |
| Utilities - Gas, Water, Electric   | 12,018              | 280,000             | 280,000                | 17,800              |
| Printing                           | 31,891              | 45,000              | 45,000                 | 45,000              |
| Advertising                        | 1,985               | 9,150               | 9,150                  | 10,475              |
| Repairs and Maintenance - External | 1,034               | -                   | -                      | -                   |
| Travel                             | 11,104              | 35,000              | 35,000                 | 38,900              |
| Membership, Dues & Licenses        | 6,592               | 10,709              | 10,709                 | 10,709              |
| Subscriptions to Publications      | 767                 | 1,795               | 1,795                  | 1,870               |
| Liability Insurance                | 21,848              | 9,811               | 9,811                  | 30,000              |
| American Rescue Plan               | 5,134               | -                   | -                      | -                   |
| <b>Total Contractual Services</b>  | <b>375,071</b>      | <b>715,527</b>      | <b>715,527</b>         | <b>438,560</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Other Machinery & Equipment        | 20,283              | -                   | -                      | 15,000              |
| <b>Total Capital Outlay</b>        | <b>20,283</b>       | <b>-</b>            | <b>-</b>               | <b>15,000</b>       |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 847,905</b>   | <b>\$ 1,329,819</b> | <b>\$ 1,329,819</b>    | <b>\$ 1,110,434</b> |

## INFORMATION TECHNOLOGY EXPENDITURES

|                                   | ACTUAL      | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022   | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |             |                   |                   |                   |
| Salaries                          | -           | 94,333            | 94,333            | 86,426            |
| Retirement Plan                   | -           | 17,904            | 17,904            | 17,268            |
| Group Insurance                   | -           | 8,297             | 8,297             | 9,137             |
| Worker Compensation               | -           | 167               | 167               | 153               |
| Social Security                   | -           | 7,217             | 7,217             | 6,612             |
| Longevity Pay                     | -           | 40                | 40                | -                 |
| <b>Total Personnel Services</b>   | -           | 127,958           | 127,958           | 119,596           |
| <b>SUPPLIES</b>                   |             |                   |                   |                   |
| Office Supplies                   | -           | 1,000             | 1,000             | 1,000             |
| Operating Supplies                | -           | -                 | -                 | 6,500             |
| Repairs & Maintenance - Internal  | -           | 5,000             | 5,000             | 5,500             |
| <b>Total Supplies</b>             | -           | 6,000             | 6,000             | 13,000            |
| <b>CONTRACTUAL</b>                |             |                   |                   |                   |
| Professional Services             | -           | -                 | -                 | -                 |
| Contractual Services              | -           | 181,225           | 181,225           | 163,647           |
| Repairs and Maintenance-External  | -           | -                 | -                 | 16,300            |
| Travel                            | -           | -                 | -                 | 3,000             |
| Memberships, Dues & Licenses      | -           | -                 | -                 | 175               |
| <b>Total Contractual Services</b> | -           | 181,225           | 181,225           | 183,122           |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ -</b> | <b>\$ 315,183</b> | <b>\$ 315,183</b> | <b>\$ 315,718</b> |

## POLICE EXPENDITURES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 1,371,470.00        | 1,928,934           | 1,928,934              | 2,018,077           |
| Retirement Plan                    | 296,322.00          | 400,336             | 400,336                | 443,745             |
| Group Insurance                    | 179,534.00          | 257,201             | 257,201                | 283,241             |
| Worker Compensation                | 22,299.00           | 48,061              | 48,061                 | 50,722              |
| Physical Examinations              | 1,125.00            | -                   | -                      | -                   |
| Unemployment Compensation          | 1,031.00            | -                   | -                      | -                   |
| Overtime                           | 185,682.00          | 95,000              | 95,000                 | 95,000              |
| Social Security                    | 124,401.00          | 161,358             | 161,358                | 170,201             |
| Clothing Allowance                 | 25,988.00           | 21,000              | 21,000                 | 30,000              |
| Standby                            | 7,680.00            | -                   | -                      | 6,240               |
| Special Pay                        | 70,906.00           | 4,030               | 4,030                  | 7,930               |
| Certification Pay                  | 94.00               | 60,288              | 60,288                 | 67,600              |
| Longevity Pay                      | 18,721.00           | 18,740              | 18,740                 | 20,305              |
| <b>Total Personnel Services</b>    | <b>2,305,253</b>    | <b>2,994,948</b>    | <b>2,994,948</b>       | <b>3,193,061</b>    |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 2,177               | 5,000               | 5,000                  | 5,000               |
| Operating Supplies                 | 92,662              | 72,000              | 72,000                 | 75,000              |
| Misc. Supplies                     | 60,305              | 33,500              | 33,500                 | 35,000              |
| Blue Santa                         | 613                 | 4,200               | 4,200                  | 4,200               |
| <b>Total Supplies</b>              | <b>155,757</b>      | <b>114,700</b>      | <b>114,700</b>         | <b>119,200</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 34,919              | 15,000              | 15,000                 | 15,000              |
| Contractual Services               | 39,954              | 54,000              | 54,000                 | 52,678              |
| Utilities - Telephone              | 13,409              | -                   | -                      | 14,000              |
| Utilities - Gas, Water, Electric   | 13,286              | -                   | -                      | 14,000              |
| Printing                           | -                   | 2,500               | 2,500                  | 2,500               |
| Repairs and Maintenance - External | 41,092              | 32,000              | 32,000                 | 32,000              |
| Travel                             | 1,979               | 2,500               | 2,500                  | 3,000               |
| Membership, Dues & Licenses        | 290                 | 1,500               | 1,500                  | 1,500               |
| Subscriptions to Publications      | -                   | 500                 | 500                    | 500                 |
| Grant Expense                      | -                   | 25,000              | 25,000                 | 25,000              |
| Liability Insurance                | 29,780              | 68,415              | 68,415                 | 70,000              |
| <b>Total Contractual Services</b>  | <b>174,709</b>      | <b>201,415</b>      | <b>201,415</b>         | <b>230,178</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Vehicles                           | -                   | -                   | -                      | -                   |
| Other Machinery and Equipment      | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 2,635,719</b> | <b>\$ 3,311,063</b> | <b>\$ 3,311,063</b>    | <b>\$ 3,542,439</b> |



## IMPOUND LOT EXPENDITURES

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 76,779            | 61,891            | 61,891            | 75,943            |
| Retirement Plan                   | 14,766            | 13,089            | 13,089            | 16,646            |
| Group Insurance                   | -                 | 8,297             | 8,297             | 9,137             |
| Worker Compensation               | -                 | 1,588             | 1,588             | 1,918             |
| Social Security                   | 6,299             | 5,276             | 5,276             | 6,373             |
| Clothing Allowance                | -                 | 700               | 700               | 1,000             |
| Standby                           | 10,970            | -                 | -                 | -                 |
| Special Pay                       | 6,615             | 3,120             | 3,120             | 3,120             |
| Certification Pay                 | -                 | 3,250             | 3,250             | 3,250             |
| Longevity Pay                     | 5,036             | 4,983             | 4,983             | 5,115             |
| <b>Total Personnel Services</b>   | <b>120,465</b>    | <b>102,194</b>    | <b>102,194</b>    | <b>122,502</b>    |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | 710               | 1,900             | 1,900             | 400               |
| Operating Supplies                | -                 | -                 | -                 | 1,500             |
| Misc. Supplies                    | 1,500             | -                 | -                 | -                 |
| <b>Total Supplies</b>             | <b>2,210</b>      | <b>1,900</b>      | <b>1,900</b>      | <b>1,900</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 742               | 1,500             | 1,500             | 2,000             |
| Contractual Services              | 4,716             | 5,000             | 5,000             | 5,000             |
| Advertising                       | 700               | 3,000             | 3,000             | 3,000             |
| <b>Total Contractual Services</b> | <b>6,158</b>      | <b>9,500</b>      | <b>9,500</b>      | <b>10,000</b>     |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Office Equipment                  | -                 | -                 | -                 | -                 |
| Vehicles                          | -                 | -                 | -                 | -                 |
| Other Machinery & Equipment       | -                 | -                 | -                 | -                 |
| Land                              | -                 | -                 | -                 | -                 |
| Improvements                      | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 128,833</b> | <b>\$ 113,594</b> | <b>\$ 113,594</b> | <b>\$ 134,402</b> |

## FIRE EXPENDITURES

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET           |
|------------------------------------|---------------------|---------------------|---------------------|------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024        |
| <b>PERSONNEL SERVICES</b>          |                     |                     |                     |                  |
| Salaries                           | 1,550,360           | 1,862,590           | 1,862,590           | 1,786,198        |
| Retirement Plan                    | 351,292             | 406,280             | 406,280             | 411,088          |
| Group Insurance                    | 240,728             | 224,014             | 224,014             | 237,557          |
| Worker Compensation                | 30,981              | 55,669              | 55,669              | 53,508           |
| Physical Examinations              | 16,412              | 16,000              | 16,000              | 16,000           |
| Overtime                           | 265,923             | 140,000             | 140,000             | 140,000          |
| Social Security                    | 143,129             | 163,754             | 163,754             | 157,399          |
| Clothing Allowance                 | 20,379              | 18,900              | 18,900              | 18,980           |
| Other Benefits                     | 1,350               | -                   | -                   | -                |
| Special Pay                        | 114,780             | -                   | -                   | -                |
| Certification Pay                  | 160                 | 119,080             | 119,080             | 112,320          |
| Longevity Pay                      | 20,060              | 19,877              | 19,877              | 18,770           |
| <b>Total Personnel Services</b>    | <b>2,755,554</b>    | <b>3,026,164</b>    | <b>3,026,164</b>    | <b>2,951,820</b> |
| <b>SUPPLIES</b>                    |                     |                     |                     |                  |
| Office Supplies                    | 14,079              | 13,000              | 13,000              | 7,500            |
| Operating Supplies                 | 112,420             | 110,000             | 110,000             | 132,000          |
| Repairs & Maintenance - Internal   | 4,485               | 10,000              | 10,000              | 12,000           |
| Misc. Supplies                     | 5,921               | -                   | -                   | -                |
| EMS Supplies                       | 98,678              | 84,000              | 84,000              | 84,900           |
| <b>Total Supplies</b>              | <b>235,583</b>      | <b>217,000</b>      | <b>217,000</b>      | <b>236,400</b>   |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                     |                  |
| Professional Services              | 4,951               | 4,900               | 4,900               | 3,024            |
| Contractual Services               | 55,669              | 57,225              | 57,225              | 67,200           |
| Utilities - Telephone              | 8,654               | -                   | -                   | 10,320           |
| Utilities - Gas, Water, Electric   | 30,076              | -                   | -                   | 32,000           |
| Printing                           | -                   | 300                 | 300                 | 500              |
| Advertising                        | 2,372               | 3,200               | 3,200               | 3,500            |
| Repairs and Maintenance - External | 173,051             | 120,000             | 120,000             | 100,000          |
| Travel                             | 24,105              | 22,100              | 22,100              | 25,000           |
| Membership, Dues & Licenses        | 9,113               | 10,500              | 10,500              | 17,344           |
| Subscriptions to Publications      | 717                 | 4,800               | 4,800               | 1,300            |
| Grant Expense                      | -                   | 50,000              | 50,000              | 50,000           |
| Liability Insurance                | 37,328              | 20,155              | 20,155              | 40,000           |
| <b>Total Contractual Services</b>  | <b>346,036</b>      | <b>293,180</b>      | <b>293,180</b>      | <b>350,188</b>   |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                     |                  |
| Vehicles                           | -                   | -                   | -                   | 330,000          |
| Lease Purchase                     | -                   | 86,925              | 86,925              | -                |
| Other Machinery & Equipment        | 73,935              | -                   | -                   | 32,000           |
| Improvements                       | -                   | -                   | -                   | -                |
| American Rescue Plan               | 142,782             | -                   | -                   | -                |
| <b>Total Capital Outlay</b>        | <b>216,717</b>      | <b>86,925</b>       | <b>86,925</b>       | <b>362,000</b>   |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 3,553,890</b> | <b>\$ 3,623,269</b> | <b>\$ 3,623,269</b> | <b>3,900,409</b> |

## PUBLIC WORKS EXPENDITURES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 519,598             | 1,078,492           | 1,078,492              | 1,100,200           |
| Retirement Plan                    | 97,769              | 218,042             | 218,042                | 235,139             |
| Group Insurance                    | 111,316             | 165,936             | 165,936                | 182,736             |
| Worker Compensation                | 37,651              | 23,903              | 23,903                 | 24,125              |
| Liability Insurance                | -                   | -                   | -                      | -                   |
| Overtime                           | 5,061               | 60,000              | 60,000                 | 60,000              |
| Social Security                    | 40,281              | 87,883              | 87,883                 | 90,031              |
| Special Pay                        | 7,005               | -                   | -                      | -                   |
| Certification Pay                  | 201                 | 9,360               | 9,360                  | 15,070              |
| Longevity Pay                      | 12,331              | 14,242              | 14,242                 | 22,782              |
| <b>Total Personnel Services</b>    | <b>831,213</b>      | <b>1,657,858</b>    | <b>1,657,858</b>       | <b>1,730,082</b>    |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 3,865               | 15,000              | 15,000                 | 3,000               |
| Operating Supplies                 | 67,134              | 90,000              | 90,000                 | 102,320             |
| Repairs & Maintenance - Internal   | 52,079              | 58,315              | 58,315                 | 44,815              |
| Misc. Supplies                     | 49,580              | 35,000              | 35,000                 | 42,500              |
| <b>Total Supplies</b>              | <b>172,658</b>      | <b>198,315</b>      | <b>198,315</b>         | <b>192,635</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 64,652              | 146,440             | 146,440                | 106,440             |
| Contractual Services               | 58,697              | 71,917              | 71,917                 | 120,062             |
| Utilities - Telephone              | 5,510               | -                   | -                      | 4,000               |
| Utilities - Gas, Water, Electric   | 61,464              | -                   | -                      | 70,000              |
| Printing                           | -                   | 6,000               | 6,000                  | 6,000               |
| Advertising                        | -                   | 5,000               | 5,000                  | 5,000               |
| Repairs and Maintenance - External | 189,347             | 50,000              | 50,000                 | 70,000              |
| Single Audit                       | -                   | 4,500               | 4,500                  | 4,500               |
| Equipment Rental                   | -                   | 13,000              | 13,000                 | 13,000              |
| Travel                             | 1,494               | 15,000              | 15,000                 | 10,000              |
| Membership, Dues & Licenses        | 2,042               | 3,230               | 3,230                  | 5,000               |
| Liability Insurance                | 22,802              | 61,433              | 61,433                 | 71,000              |
| <b>Total Contractual Services</b>  | <b>406,007</b>      | <b>376,520</b>      | <b>376,520</b>         | <b>485,002</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Vehicles                           | -                   | -                   | -                      | -                   |
| Other Machinery & Equipment        | -                   | -                   | -                      | 90,000              |
| Improvements                       | -                   | -                   | -                      | 25,000              |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>115,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,409,878</b> | <b>\$ 2,232,693</b> | <b>\$ 2,232,693</b>    | <b>\$ 2,522,719</b> |

## PLANNING & ZONING EXPENDITURES

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 120,177           | 198,674           | 198,674           | 201,632           |
| Retirement Plan                   | 23,471            | 37,708            | 37,708            | 40,286            |
| Group Insurance                   | 20,346            | 24,890            | 24,890            | 27,410            |
| Worker Compensation               | -                 | 352               | 352               | 357               |
| Overtime                          | 164               | -                 | -                 | -                 |
| Social Security                   | 9,414             | 15,199            | 15,199            | 15,425            |
| Other Benefits                    | 59                | -                 | -                 | -                 |
| Longevity Pay                     | 1,102             | 80                | 80                | 200               |
| <b>Total Personnel Services</b>   | <b>174,732</b>    | <b>276,904</b>    | <b>276,904</b>    | <b>285,311</b>    |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | 1,148             | 1,030             | 1,030             | 2,000             |
| Operating Supplies                | 4,593             | 2,750             | 2,750             | 4,000             |
| Repairs & Maintenance - Internal  | -                 | 500               | 500               | 500               |
| Misc. Supplies                    | 727               | 1,000             | 1,000             | 500               |
| <b>Total Supplies</b>             | <b>6,468</b>      | <b>5,280</b>      | <b>5,280</b>      | <b>7,000</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 162,556           | 171,150           | 171,150           | 275,195           |
| Contractual Services              | 4,663             | 50,400            | 50,400            | 50,400            |
| Utilities - Telephone             | 1,940             | -                 | -                 | 1,940             |
| Utilities - Gas, Water, Electric  | 17,145            | -                 | -                 | 17,144            |
| Printing                          | 28                | 1,500             | 1,500             | 1,500             |
| Advertising                       | 4,555             | 2,300             | 2,300             | 2,300             |
| Travel                            | -                 | 7,000             | 7,000             | 7,000             |
| Membership, Dues & Licenses       | 219               | 1,000             | 1,000             | 1,500             |
| Subscriptions to Publications     | -                 | -                 | -                 | 500               |
| Liability Insurance               | 7,881             | -                 | -                 | -                 |
| <b>Total Contractual Services</b> | <b>198,987</b>    | <b>233,350</b>    | <b>233,350</b>    | <b>357,479</b>    |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Office Equipment                  | -                 | -                 | -                 | -                 |
| Vehicles                          | -                 | -                 | -                 | -                 |
| Other Machinery & Equipment       | -                 | -                 | -                 | -                 |
| Land                              | -                 | -                 | -                 | -                 |
| Improvements                      | -                 | -                 | -                 | -                 |
| American Rescue Plan              | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 380,187</b> | <b>\$ 515,534</b> | <b>\$ 515,534</b> | <b>\$ 649,790</b> |

## ECONOMIC & COMMUNITY DEVELOPMENT EXPENDITURES

|                                   | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-----------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>         |                     |                     |                        |                     |
| Salaries                          | 130,449             | 110,972             | 110,972                | 106,363             |
| Retirement Plan                   | 24,278              | 21,063              | 21,063                 | 31,543              |
| Group Insurance                   | 9,934               | 10,371              | 10,371                 | 13,705              |
| Worker Compensation               | 512                 | 197                 | 197                    | 280                 |
| Liability Insurance               | -                   | -                   | -                      | -                   |
| Social Security                   | 10,232              | 8,489               | 8,489                  | 12,077              |
| Car Allowance                     | 1,558               | -                   | -                      | 1,500               |
| Other Benefits                    | 6,475               | -                   | -                      | 6,006               |
| Longevity Pay                     | 239                 | 300                 | 300                    | 666                 |
| Shared Services                   | -                   | -                   | -                      | -                   |
| <b>Total Personnel Services</b>   | <b>183,677</b>      | <b>151,392</b>      | <b>151,392</b>         | <b>172,139</b>      |
| <b>SUPPLIES</b>                   |                     |                     |                        |                     |
| Office Supplies                   | 408                 | 650                 | 650                    | 950                 |
| Operating Supplies                | 4,458               | 12,625              | 12,625                 | 10,525              |
| <b>Total Supplies</b>             | <b>4,866</b>        | <b>13,275</b>       | <b>13,275</b>          | <b>11,475</b>       |
| <b>CONTRACTUAL SERVICES</b>       |                     |                     |                        |                     |
| Professional Services             | 132                 | 4,500               | 4,500                  | 10,000              |
| Contractual Services              | 25,882              | 19,135              | 19,135                 | 33,235              |
| Utilities - Telephone             | -                   | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric  | -                   | -                   | -                      | -                   |
| Advertising                       | 2,715               | 1,500               | 1,500                  | 4,500               |
| Repairs & Maintenance - External  | -                   | -                   | -                      | 300                 |
| Travel                            | 3,462               | 5,000               | 5,000                  | 5,195               |
| Membership, Dues & Licenses       | 1,082               | 1,422               | 1,422                  | 1,346               |
| Subscriptions to Publications     | 125                 | 100                 | 100                    | 950                 |
| Project Funding                   | 71,969              | 65,000              | 65,000                 | 121,959             |
| 4th of July Funding               | -                   | 30,000              | 30,000                 | 30,000              |
| Liability Insurance               | 524                 | 1,225               | 1,225                  | 2,000               |
| <b>Total Contractual Services</b> | <b>105,891</b>      | <b>127,882</b>      | <b>127,882</b>         | <b>209,485</b>      |
| <b>CAPITAL OUTLAY</b>             |                     |                     |                        |                     |
| Office Equipment                  | -                   | -                   | -                      | -                   |
| Vehicles                          | -                   | -                   | -                      | -                   |
| Other Machinery & Equipment       | -                   | -                   | -                      | -                   |
| Land                              | -                   | -                   | -                      | -                   |
| Improvements                      | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>       | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 294,434</b>   | <b>\$ 292,549</b>   | <b>\$ 292,549</b>      | <b>\$ 393,099</b>   |

## SPECIAL EVENTS EXPENDITURES

|                                 | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                 | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>       |                   |                   |                   |                   |
| Retirement Plan                 | 4,797             | 500               | 500               | 4,596             |
| Overtime                        | 26,856            | 18,000            | 18,000            | 23,000            |
| Social Security                 | 1,981             | 1,500             | 1,500             | 1,760             |
| <b>Total Personnel Services</b> | <b>33,634</b>     | <b>20,000</b>     | <b>20,000</b>     | <b>29,356</b>     |
| <b>SUPPLIES</b>                 |                   |                   |                   |                   |
| Advertising                     | 378               | 3,000             | 3,000             | 3,000             |
| Concerts                        | 13                | -                 | -                 | -                 |
| Volunteer Appreciation Dinner   | -                 | -                 | -                 | 4,000             |
| Fourth of July                  | 84,099            | 80,000            | 80,000            | 99,200            |
| Christmas Tree Lighting         | 174               | 2,850             | 2,850             | 4,350             |
| Earthwise Living Day            | 5,866             | 2,700             | 2,700             | 2,700             |
| Soap Box Derby                  | -                 | -                 | -                 | -                 |
| Concert in the Park             | -                 | 29,800            | 29,800            | -                 |
| Movies in the Park              | 1,330             | 2,000             | 2,000             | 2,000             |
| <b>Total Supplies</b>           | <b>91,859</b>     | <b>120,350</b>    | <b>120,350</b>    | <b>115,250</b>    |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 125,493</b> | <b>\$ 140,350</b> | <b>\$ 140,350</b> | <b>\$ 144,606</b> |

## PARK & RECREATION EXPENDITURES

|                                    | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET              |
|------------------------------------|-------------------|-------------------|-------------------|---------------------|
|                                    | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024           |
| <b>PERSONNEL SERVICES</b>          |                   |                   |                   |                     |
| Salaries                           | 15,892            | -                 | -                 | -                   |
| Retirement Plan                    | 2,833             | -                 | -                 | -                   |
| Group Insurance                    | 9,314             | -                 | -                 | -                   |
| Worker Compensation                | -                 | -                 | -                 | -                   |
| Liability Insurance                | -                 | -                 | -                 | -                   |
| Social Security                    | 1,176             | -                 | -                 | -                   |
| Special Pay                        | -                 | -                 | -                 | -                   |
| Longevity Pay                      | -                 | -                 | -                 | -                   |
| <b>Total Personnel Services</b>    | <b>29,215</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>            |
| <b>SUPPLIES</b>                    |                   |                   |                   |                     |
| Operating Supplies                 | 15,348            | 45,000            | 45,000            | 45,000              |
| Repairs & Maintenance - Internal   | 18,779            | 47,100            | 47,100            | 47,500              |
| Misc. Supplies                     | 3,577             | 12,000            | 12,000            | 29,500              |
| <b>Total Supplies</b>              | <b>37,704</b>     | <b>104,100</b>    | <b>104,100</b>    | <b>122,000</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                   |                   |                   |                     |
| Professional Services              | 10,700            | 8,700             | 8,700             | 15,700              |
| Contractual Services               | 138,992           | 125,000           | 125,000           | 345,000             |
| Utilities - Telephone              | 1,981             | -                 | -                 | 2,400               |
| Utilities - Gas, Water, Electric   | 49,629            | -                 | -                 | 40,000              |
| Printing                           | -                 | 5,000             | 5,000             | 5,000               |
| Advertising                        | 533               | 8,500             | 8,500             | 8,500               |
| Repairs and Maintenance - External | 7,724             | 25,000            | 25,000            | 25,000              |
| Travel                             | -                 | 2,000             | 2,000             | 1,000               |
| Membership, Dues & Licenses        | 20                | 55                | 55                | 1,500               |
| Liability Insurance                | 4,067             | 3,045             | 3,045             | 4,000               |
| <b>Total Contractual Services</b>  | <b>213,646</b>    | <b>177,300</b>    | <b>177,300</b>    | <b>448,100</b>      |
| <b>CAPITAL OUTLAY</b>              |                   |                   |                   |                     |
| Other Machinery & Equipment        | -                 | -                 | -                 | -                   |
| Improvements                       | 26,288            | -                 | -                 | 2,197,390           |
| <b>Total Capital Outlay</b>        | <b>26,288</b>     | <b>-</b>          | <b>-</b>          | <b>2,197,390</b>    |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 306,853</b> | <b>\$ 281,400</b> | <b>\$ 281,400</b> | <b>\$ 2,767,490</b> |

## LIBRARY EXPENDITURES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 259,462.9           | 297,516             | 297,516                | 314,557             |
| Retirement Plan                    | 40,442.8            | 56,468              | 56,468                 | 62,848              |
| Group Insurance                    | 29,454.1            | 41,484              | 41,484                 | 45,684              |
| Worker Compensation                | -                   | 707                 | 707                    | 747                 |
| Liability Insurance                | -                   | -                   | -                      | -                   |
| Social Security                    | 19,952.5            | 22,760              | 22,760                 | 24,064              |
| Longevity Pay                      | 2,884.0             | 3,768               | 3,768                  | 4,188               |
| <b>Total Personnel Services</b>    | <b>352,196</b>      | <b>422,703</b>      | <b>422,703</b>         | <b>452,088</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 2,863               | 2,700               | 2,700                  | 3,000               |
| Operating Supplies                 | 3,570               | 2,350               | 2,350                  | 4,000               |
| Repairs & Maintenance - Internal   | 113                 | 800                 | 800                    | 1,000               |
| Misc. Supplies                     | 9,117               | 11,800              | 11,800                 | 10,500              |
| Library Supplies                   | 27,684              | 21,600              | 21,600                 | 28,820              |
| Gifts and Memorials                | 106                 | 1,000               | 1,000                  | 1,000               |
| <b>Total Supplies</b>              | <b>43,452</b>       | <b>40,250</b>       | <b>40,250</b>          | <b>48,320</b>       |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 879                 | 1,150               | 1,150                  | 1,150               |
| Contractual Services               | 30,993              | 19,550              | 19,550                 | 19,054              |
| Utilities - Telephone              | 2,259               | -                   | -                      | 3,000               |
| Utilities - Gas, Water, Electric   | 15,275              | -                   | -                      | 17,000              |
| Printing                           | 200                 | 500                 | 500                    | 750                 |
| Repairs and Maintenance - External | 889                 | 3,000               | 3,000                  | 3,000               |
| Travel                             | 4,105               | 1,500               | 1,500                  | 3,000               |
| Membership, Dues & Licenses        | 2,193               | 2,750               | 2,750                  | 3,000               |
| Subscriptions to Publications      | 1,498               | 2,000               | 2,000                  | 2,500               |
| Liability Insurance                | 4,814               | 4,245               | 4,245                  | 5,000               |
| Grant Expenses                     | 39,114              | 75,000              | 75,000                 | -                   |
| American Rescue Plan               | 2,138               | -                   | -                      | -                   |
| <b>Total Contractual Services</b>  | <b>104,358</b>      | <b>109,695</b>      | <b>109,695</b>         | <b>57,454</b>       |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Improvements                       | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 500,006</b>   | <b>\$ 572,648</b>   | <b>\$ 572,648</b>      | <b>\$ 557,862</b>   |



# **WATER, SEWER AND STORMWATER SUMMARY OF REVENUES AND EXPENSES**

|  | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|--|---------------------|---------------------|---------------------|---------------------|
|  | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>OPERATING REVENUES</b>                          |                     |                     |                     |                     |
| Water Sales  | \$ 2,157,443        | \$ 2,013,433        | \$ 2,013,433        | \$ 2,090,215        |
| Sewer Sales  | 2,577,726           | 2,486,600           | 2,486,600           | 2,516,542           |
| Stormwater Fees                                    | 414,147             | 592,388             | 592,388             | 583,679             |
| Customer Penalties                                 | 58,967              | 50,000              | 50,000              | 51,576              |
| Tapping Fees                                       | 165,566             | -                   | -                   | 10,000              |
| Connection & Platting                              | 7,500               | 12,750              | 12,750              | 8,360               |
| <b>TOTAL OPERATING REVENUES</b>                    | <b>5,381,349</b>    | <b>5,155,171</b>    | <b>5,155,171</b>    | <b>5,260,372</b>    |
| <b>OPERATING EXPENSES</b>                          |                     |                     |                     |                     |
| General & Administrative                           | 765,084             | -                   | -                   | -                   |
| Water System                                       | 2,023,947           | 1,002,017           | 683,285             | 1,264,795           |
| Sewer System                                       | 2,219,658           | 2,204,520           | 2,204,520           | 2,263,872           |
| Stormwater   | 240,444             | 822,246             | 189,079             | 175,600             |
| Depreciation                                       | 308,233             | -                   | -                   | -                   |
| <b>TOTAL OPERATING EXPENSES</b>                    | <b>5,557,366</b>    | <b>4,028,783</b>    | <b>3,076,884</b>    | <b>3,704,267</b>    |
| <b>NET OPERATING INCOME (LOSS)</b>                 | <b>(176,017)</b>    | <b>1,126,388</b>    | <b>2,078,287</b>    | <b>1,556,105</b>    |
| <b>NON-OPERATING REVENUES (EXPENSES)</b>           |                     |                     |                     |                     |
| Interest Income and Other                          | 28,490              | 6,200               | 6,200               | 60,500              |
| Transfers In-ARPA                                  | 230,000             | 19,191              | 19,191              | 224,382             |
| Bexar County Seneca Drainage Reimbursement         | 546,778             | -                   | -                   | -                   |
| Non-Operating Transfer Out-Debt Service            | -                   | (107,863)           | (107,863)           | (105,363)           |
| Transfer Out Shared Personnel Services             | -                   | (1,299,604)         | (1,299,604)         | (1,380,646)         |
| Transfer Out Shared Contractual Services           | (393,124)           | (127,000)           | (127,000)           | -                   |
| Transfer to ARP (Unused from FY 22)                | -                   | (25,680)            | (25,680)            | -                   |
| Interest Expense                                   | (55,815)            | -                   | -                   | -                   |
| <b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>     | <b>356,329</b>      | <b>(1,534,756)</b>  | <b>(1,534,756)</b>  | <b>(1,201,127)</b>  |
| <b>NET INCOME (LOSS)</b>                           | <b>180,312</b>      | <b>(408,368)</b>    | <b>543,531</b>      | <b>354,978</b>      |
| <b>CHANGES IN WORKING CAPITAL</b>                  |                     |                     |                     |                     |
| <b>NET INCOME (LOSS)</b>                           | <b>180,312</b>      | <b>(408,368)</b>    | <b>543,531</b>      | <b>354,978</b>      |
| <b>SOURCES (USES) OF WORKING CAPITAL</b>           |                     |                     |                     |                     |
| Additions to Fixed Assets- Transfer Out to Capital | -                   | (1,244,050)         | (1,244,050)         | (914,382)           |
| <b>TOTAL SOURCES (USES) OF WORKING CAPITAL</b>     | <b>-</b>            | <b>(1,244,050)</b>  | <b>(1,244,050)</b>  | <b>(914,382)</b>    |
| <b>NET INCREASE (DECREASE) IN WORKING CAPITAL</b>  | <b>180,312</b>      | <b>(1,652,418)</b>  | <b>(700,519)</b>    | <b>(559,404)</b>    |
| <b>BEGINNING FUND BALANCE</b>                      | <b>3,150,191</b>    | <b>3,330,503</b>    | <b>3,330,503</b>    | <b>2,629,984</b>    |
| <b>*ENDING FUND BALANCE</b>                        | <b>\$ 3,330,503</b> | <b>\$ 1,678,085</b> | <b>\$ 2,629,984</b> | <b>\$ 2,070,580</b> |

**WATER AND SEWER FUND**  
**SCHEDULE OF OPERATING REVENUES BY SOURCE**

|                                 | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                 | 2021-2022           | 2022-2023           | 2022-2023           | 2022-2024           |
| <b>OPERATING REVENUES</b>       |                     |                     |                     |                     |
| <b>Water Sales</b>              |                     |                     |                     |                     |
| Metered Water                   | 1,829,880           | \$ 1,700,000        | \$ 1,700,000        | 1,770,253           |
| Edwards Aquifer Fee             | 178,214             | 170,000             | 170,000             | 172,593             |
| Bulk Water                      | -                   | 2,300               | 2,300               | 2,300               |
| Water Supply Fee                | 143,169             | 135,000             | 135,000             | 138,969             |
| TCEQ Public Health Fee          | 6,180               | 6,133               | 6,133               | 6,100               |
| <b>Total Water Sales</b>        | <b>2,157,443</b>    | <b>2,013,433</b>    | <b>2,013,433</b>    | <b>2,090,215</b>    |
| <b>Sewer Sales</b>              |                     |                     |                     |                     |
| City Service (SAWS)             | 2,567,913           | 2,477,000           | 2,477,000           | 2,507,356           |
| City Surcharge                  | 9,813               | 9,600               | 9,600               | 9,186               |
| <b>Total Sewer Sales</b>        | <b>2,577,726</b>    | <b>2,486,600</b>    | <b>2,486,600</b>    | <b>2,516,542</b>    |
| <b>Storm Water</b>              |                     |                     |                     |                     |
| Storm Water Fees                | 291,308             | 394,288             | 394,288             | 396,797.00          |
| Storm Water Fee-SAWS Billing    | 118,917             | 195,000             | 195,000             | 183,647.00          |
| Storm Water Penalties           | 3,922               | 3,100               | 3,100               | 3,235.00            |
| <b>Total Storm Water Fees</b>   | <b>414,147</b>      | <b>592,388</b>      | <b>592,388</b>      | <b>583,679</b>      |
| <b>Connection Fees</b>          |                     |                     |                     |                     |
| Connection Fees                 | -                   | -                   | -                   | 350                 |
| <b>Total Connection Fees</b>    | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>350</b>          |
| <b>Customer Fees</b>            |                     |                     |                     |                     |
| Customer Penalties              | 58,967              | 50,000              | 50,000              | 51,576              |
| Customer Disconnection Fees     | 7,500               | 12,750              | 12,750              | 8,010               |
| <b>Total Customer Fees</b>      | <b>66,467</b>       | <b>62,750</b>       | <b>62,750</b>       | <b>59,586</b>       |
| <b>Tapping Fees</b>             |                     |                     |                     |                     |
| Water Tap Fees                  | 165,566             | -                   | -                   | 10,000              |
| Sewer Tap Fees                  | -                   | -                   | -                   | -                   |
| <b>Total Tapping Fees</b>       | <b>165,566</b>      | <b>-</b>            | <b>-</b>            | <b>10,000</b>       |
| <b>TOTAL OPERATING REVENUES</b> | <b>\$ 5,381,349</b> | <b>\$ 5,155,171</b> | <b>\$ 5,155,171</b> | <b>\$ 5,260,372</b> |

**WATER AND SEWER FUND**  
**SCHEDULE OF NON-OPERATING REVENUES (EXPENSES)**

|  | ACTUAL            | BUDGET                | ESTIMATED             | BUDGET             |
|--|-------------------|-----------------------|-----------------------|--------------------|
|  | 2021-2022         | 2022-2023             | 2022-2023             | 2023-2024          |
| <b>Non-Operating Revenues</b>                  |                   |                       |                       |                    |
| Interest Income                                | \$ 28,490         | \$ 6,200              | \$ 100,000            | \$ 50,000          |
| Impact Fees                                    | -                 | -                     | -                     | 10,000             |
| Miscellaneous Income                           | 181,363           | -                     | -                     | 500                |
| Bexar County Reimbursement                     | 448,235           | -                     | -                     | -                  |
| American Rescue Plan                           | 25,680            | 19,191                | 19,191                | -                  |
| Transfer in from Other Funds                   | -                 | -                     | -                     | -                  |
| <b>Total Non-Operating Revenues</b>            | <b>683,768</b>    | <b>25,391</b>         | <b>119,191</b>        | <b>60,500</b>      |
| <b>Non-Operating Expenses</b>                  |                   |                       |                       |                    |
| Transfer out to Debt Service                   | -                 | (107,863)             | (107,863)             | (105,363)          |
| Transfers to Capital                           | -                 | (1,244,050)           | (1,244,050)           | -                  |
| Transfer to ARP (Unused from FY 22)            | -                 | (25,680)              | (25,680)              | -                  |
| <b>Total Non-Operating Expenses</b>            | <b>-</b>          | <b>(1,377,593)</b>    | <b>(1,377,593)</b>    | <b>(105,363)</b>   |
| <b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b> | <b>\$ 683,768</b> | <b>\$ (1,352,202)</b> | <b>\$ (1,258,402)</b> | <b>\$ (44,863)</b> |

**WATER AND SEWER FUND**  
**SCHEDULE OF SOURCES (USES) OF WORKING CAPITAL**

|  | ACTUAL      | BUDGET              | ESTIMATED           | BUDGET            |
|--|-------------|---------------------|---------------------|-------------------|
|  | 2021-2022   | 2022-2023           | 2022-2023           | 2023-2024         |
| <b>Additions to Fixed Assets</b>       |             |                     |                     |                   |
| General & Administrative               | -           | -                   | -                   | -                 |
| Water System                           | -           | 836,500             | 836,500             | 440,000           |
| Sewer System                           | -           | 250,000             | 250,000             | 474,382           |
| Storm Water                            | -           | 157,550             | 157,550             | -                 |
| <b>Total Additions to Fixed Assets</b> | <b>\$ -</b> | <b>\$ 1,244,050</b> | <b>\$ 1,244,050</b> | <b>\$ 914,382</b> |

## WATER EXPENSES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 260,942             | 206,359             | 206,359                | 213,280             |
| Retirement Plan                    | 56,330              | 41,159              | 41,159                 | 45,041              |
| Group Insurance                    | 50,658              | 33,187              | 33,187                 | 36,547              |
| Worker Compensation                | 12,626              | 4,216               | 4,216                  | 4,382               |
| Liability Insurance                | 15,780              | -                   | -                      | -                   |
| Overtime                           | 22,424              | 8,000               | 8,000                  | 8,000               |
| Social Security                    | 23,130              | 16,589              | 16,589                 | 17,246              |
| Car Allowance                      | -                   | -                   | -                      | -                   |
| Other Benefits                     | -                   | -                   | -                      | -                   |
| Standby                            | 11,709              | -                   | -                      | -                   |
| Special Pay                        | 5,654               | -                   | -                      | -                   |
| Certification Pay                  | 150                 | 2,495               | 2,495                  | 3,632               |
| 2021 Winter Storm                  | -                   | -                   | -                      | -                   |
| Longevity Pay                      | 13,869              | 6,726               | 6,726                  | 7,722               |
| <b>Total Personnel Services</b>    | <b>473,272</b>      | <b>318,732</b>      | <b>318,732</b>         | <b>335,850</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | 501                 | 3,500               | 3,500                  | 3,000               |
| Operating Supplies                 | 41,760              | 30,500              | 30,500                 | 39,000              |
| Repairs & Maintenance - Internal   | 49,798              | 136,400             | 136,400                | 136,400             |
| Misc. Supplies                     | 18,568              | 15,000              | 15,000                 | 15,000              |
| Water Conservation Program         | -                   | 2,000               | 2,000                  | 2,000               |
| <b>Total Supplies</b>              | <b>110,627</b>      | <b>187,400</b>      | <b>187,400</b>         | <b>195,400</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 20,266              | 20,555              | 20,555                 | 50,555              |
| Contractual Services               | 235,114             | 297,735             | 297,735                | 369,490             |
| Utilities - Telephone              | 12,609              | -                   | -                      | 17,000              |
| Utilities - Gas, Water, Electric   | 100,434             | -                   | -                      | 100,000             |
| Printing                           | 2,070               | 3,000               | 3,000                  | 3,000               |
| Advertising                        | 2,873               | 5,000               | 5,000                  | 5,000               |
| Repairs and Maintenance - External | 1,062,710           | 145,000             | 145,000                | 145,000             |
| Equipment Rental                   | -                   | 1,500               | 1,500                  | 1,500               |
| Travel                             | 3,296               | 7,000               | 7,000                  | 10,000              |
| Membership, Dues & Licenses        | 676                 | 2,000               | 2,000                  | 2,000               |
| Liability Insurance                | -                   | 14,095              | 14,095                 | 30,000              |
| <b>Total Contractual Services</b>  | <b>1,440,048</b>    | <b>495,885</b>      | <b>495,885</b>         | <b>733,545</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Vehicles                           | -                   | -                   | -                      | -                   |
| Other Machinery & Equipment        | -                   | -                   | -                      | 50,000              |
| Water Rights                       | -                   | -                   | -                      | 140,000             |
| Improvements                       | -                   | -                   | -                      | 250,000             |
| American Rescue Plan               | -                   | -                   | -                      | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>440,000</b>      |
| <b>TOTAL EXPENSES</b>              | <b>\$ 2,023,947</b> | <b>\$ 1,002,017</b> | <b>\$ 1,002,017</b>    | <b>\$ 1,704,795</b> |

## SEWER EXPENSES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 80,904              | 51,590              | 51,590                 | 53,320              |
| Retirement Plan                    | 15,250              | 11,429              | 11,429                 | 12,407              |
| Group Insurance                    | 14,595              | 8,297               | 8,297                  | 9,137               |
| Worker Compensation                | 4,798               | 1,171               | 1,171                  | 1,207               |
| Liability Insurance                | 24,115              | -                   | -                      | -                   |
| Overtime                           | 60                  | 8,000               | 8,000                  | 8,000               |
| Social Security                    | 6,340               | 4,606               | 4,606                  | 4,751               |
| Standby                            | -                   | -                   | -                      | -                   |
| Special Pay                        | 1,348               | -                   | -                      | -                   |
| Certification Pay                  | 42                  | 624                 | 624                    | 778                 |
| Longevity Pay                      | 2,905               | 1,682               | 1,682                  | 1,930               |
| <b>Total Personnel Services</b>    | <b>150,357</b>      | <b>87,398</b>       | <b>87,398</b>          | <b>91,530</b>       |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | -                   | 200                 | 200                    | -                   |
| Operating Supplies                 | -                   | 5,000               | 5,000                  | 5,000               |
| Repairs & Maintenance - Internal   | -                   | 27,500              | 27,500                 | 27,500              |
| Misc. Supplies                     | -                   | 5,000               | 5,000                  | 27,500              |
| <b>Total Supplies</b>              | <b>-</b>            | <b>37,700</b>       | <b>37,700</b>          | <b>60,000</b>       |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                        |                     |
| Professional Services              | 5,070               | 25,555              | 25,555                 | 50,555              |
| Contractual Services               | 1,700,869           | 1,977,787           | 1,977,787              | 1,977,787           |
| Utilities - Telephone              | -                   | -                   | -                      | -                   |
| Utilities - Gas, Water, Electric   | 542                 | -                   | -                      | -                   |
| Printing                           | -                   | -                   | -                      | -                   |
| Advertising                        | -                   | -                   | -                      | -                   |
| Repairs and Maintenance - External | 352,098             | 60,000              | 60,000                 | 60,000              |
| Liability Insurance                | -                   | 2,080               | 2,080                  | 10,000              |
| Travel                             | -                   | -                   | -                      | -                   |
| Sewer Surcharge                    | 10,722              | 14,000              | 14,000                 | 14,000              |
| <b>Total Contractual Services</b>  | <b>2,069,301</b>    | <b>2,079,422</b>    | <b>2,079,422</b>       | <b>2,112,342</b>    |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Improvements                       | -                   | -                   | -                      | 474,382             |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>474,382</b>      |
| <b>TOTAL EXPENSES</b>              | <b>\$ 2,219,658</b> | <b>\$ 2,204,520</b> | <b>\$ 2,204,520</b>    | <b>\$ 2,738,254</b> |

## STORMWATER EXPENSES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>PERSONNEL SERVICES</b>          |                     |                     |                        |                     |
| Salaries                           | 87,043              | -                   | -                      | -                   |
| Retirement Plan                    | 16,073              | -                   | -                      | -                   |
| Group Insurance                    | 15,174              | -                   | -                      | -                   |
| Overtime                           | 19                  | -                   | -                      | -                   |
| Social Security                    | 6,809               | -                   | -                      | -                   |
| Car Allowance                      | 312                 | -                   | -                      | -                   |
| Other Benefits                     | 1,224               | -                   | -                      | -                   |
| Special Pay                        | 958                 | -                   | -                      | -                   |
| Certification Pay                  | 24                  | -                   | -                      | -                   |
| Longevity Pay                      | 1,773               | -                   | -                      | -                   |
| <b>Total Personnel Services</b>    | <b>129,409</b>      | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>SUPPLIES</b>                    |                     |                     |                        |                     |
| Office Supplies                    | -                   | 3,500               | 3,500                  | -                   |
| Operating Supplies                 | 10,282              | 12,000              | 12,000                 | 10,000              |
| Repairs & Maintenance - Internal   | 214                 | 10,000              | 10,000                 | 10,000              |
| <b>Total Supplies</b>              | <b>10,496</b>       | <b>25,500</b>       | <b>25,500</b>          | <b>20,000</b>       |
| <b>Contractual Services</b>        |                     |                     |                        |                     |
| Professional Services              | 26,111              | 25,800              | 25,800                 | 30,800              |
| Contractual Services               | 25,526              | 109,500             | 109,500                | 56,500              |
| Telephone                          | 710                 |                     |                        |                     |
| Printing                           | 2,077               | 3,000               | 3,000                  | 3,000               |
| Repairs and Maintenance - External | 46,115              | 20,000              | 20,000                 | 50,000              |
| Travel                             | -                   | 3,000               | 3,000                  | 5,000               |
| Membership, Dues & Licenses        | -                   | 200                 | 200                    | 300                 |
| Liability Insurance                | -                   | 2,079               | 2,079                  | 10,000              |
| <b>Total Contractual Services</b>  | <b>100,539</b>      | <b>163,579</b>      | <b>163,579</b>         | <b>155,600</b>      |
| <b>CAPITAL OUTLAY</b>              |                     |                     |                        |                     |
| Vehicles                           | -                   | -                   | -                      | -                   |
| Improvements                       | -                   | 633,167             | -                      | -                   |
| <b>Total Capital Outlay</b>        | <b>-</b>            | <b>633,167</b>      | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENSES</b>              | <b>\$ 240,444</b>   | <b>\$ 822,246</b>   | <b>\$ 189,079</b>      | <b>\$ 175,600</b>   |

**RED LIGHT CAMERA AND TRAFFIC SAFETY  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                     | ACTUAL<br>2021-2022 | BUDGET<br>2021-2022 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|-------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>       | <b>\$600,453</b>    | <b>\$919,759</b>    | <b>\$919,759</b>       | <b>\$881,186</b>    |
| <b>Revenues</b>                     |                     |                     |                        |                     |
| Red Light Camera Fines              | 1,971,249           | 2,234,341           | 1,971,000              | 1,895,872           |
| Red Light Camera Late Fees          | 191,485             | 200,000             | 200,000                | 200,000             |
| Interest                            | -                   | 3,000               | 35,000                 | 25,000              |
| <b>Total Revenue</b>                | <b>2,162,733</b>    | <b>2,437,341</b>    | <b>2,206,000</b>       | <b>2,120,872</b>    |
| <b>Other Funding Sources</b>        |                     |                     |                        |                     |
| ARP Funds                           | -                   | 3,007               | -                      | -                   |
| Fund Balance                        | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b>  | <b>-</b>            | <b>3,007</b>        | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>              | <b>\$ 2,763,186</b> | <b>\$ 3,360,107</b> | <b>\$ 3,125,759</b>    | <b>\$ 3,002,058</b> |
| <b>Expenditures</b>                 |                     |                     |                        |                     |
| Personnel Services                  | 942,545             | 887,000             | 887,000                | 940,485             |
| Supplies                            | 9,853               | 4,000               | 4,000                  | 12,950              |
| Contractual Services                | 891,029             | 901,000             | 901,000                | 940,997             |
| Capital Outlay                      | -                   | -                   | -                      | 505,738             |
| <b>Total Expenditures</b>           | <b>1,843,427</b>    | <b>1,792,000</b>    | <b>1,792,000</b>       | <b>2,400,170</b>    |
| <b>Other Financing Uses</b>         |                     |                     |                        |                     |
| Shared Personnel Services to GF-RLC | -                   | 326,574             | 326,574                | 342,558             |
| Transfer to Capital-Traffic Safety  | -                   | 126,000             | 126,000                | -                   |
| <b>Total Other Financing Uses</b>   | <b>-</b>            | <b>452,574</b>      | <b>452,574</b>         | <b>342,558</b>      |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 1,843,427</b> | <b>\$ 2,244,574</b> | <b>\$ 2,244,574</b>    | <b>\$ 2,742,728</b> |
| <b>ENDING FUND BALANCE</b>          | <b>\$ 919,759</b>   | <b>\$ 1,115,534</b> | <b>\$ 881,186</b>      | <b>\$ 259,330</b>   |



## RED LIGHT CAMERA EXPENDITURES

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>PERSONNEL SERVICES</b>          |                     |                     |                     |                     |
| Salaries                           | 368,995             | 404,186             | 404,186             | 415,024             |
| Retirement Plan                    | 67,132              | 82,397              | 82,397              | 89,204              |
| Group Insurance                    | 42,096              | 49,781              | 49,781              | 54,821              |
| Worker Compensation                | 11,410              | 9,996               | 9,996               | 10,280              |
| Unemployment Compensation          | 1,031               | -                   | -                   | -                   |
| Overtime                           | 2,301               | -                   | -                   | -                   |
| Social Security                    | 27,046              | 33,211              | 33,211              | 34,155              |
| Clothing Allowance                 | 1,547               | 4,200               | 4,200               | 5,700               |
| Stand - By                         | -                   | 6,240               | 6,240               | 6,240               |
| Special Pay                        | 12,176              | -                   | -                   | -                   |
| Certification Pay                  | 31                  | 19,500              | 19,500              | 19,500              |
| Longevity Pay                      | 1,679               | 1,597               | 1,597               | 7,335               |
| Shared Services General Fund       | -                   | 326,574             | 326,574             | -                   |
| <b>Total Personnel Services</b>    | <b>535,444</b>      | <b>937,682</b>      | <b>937,682</b>      | <b>642,258</b>      |
| <b>SUPPLIES</b>                    |                     |                     |                     |                     |
| Office Supplies                    | 1,165               | 1,500               | 1,500               | 150                 |
| Operating Supplies                 | -                   | 2,500               | 2,500               | 3,000               |
| <b>Total Supplies</b>              | <b>1,165</b>        | <b>4,000</b>        | <b>4,000</b>        | <b>3,150</b>        |
| <b>CONTRACTUAL SERVICES</b>        |                     |                     |                     |                     |
| Professional Services              | 16,403              | 1,000               | 1,000               | 1,000               |
| Contractual Services               | 859,123             | 900,000             | 900,000             | 886,000             |
| Utilities - Telephone              | -                   | -                   | -                   | -                   |
| Utilities - Gas, Water, Electric   | -                   | -                   | -                   | -                   |
| Printing                           | -                   | -                   | -                   | -                   |
| Advertising                        | 36                  | -                   | -                   | -                   |
| Repairs and Maintenance - External | -                   | -                   | -                   | -                   |
| <b>Total Contractual Services</b>  | <b>875,562</b>      | <b>901,000</b>      | <b>901,000</b>      | <b>887,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,412,171</b> | <b>\$ 1,842,682</b> | <b>\$ 1,842,682</b> | <b>\$ 1,532,408</b> |

## TRAFFIC SAFETY EXPENDITURES

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 274,438           | 175,083           | 175,083           | 179,547           |
| Retirement Plan                   | 53,266            | 38,502            | 38,502            | 41,602            |
| Group Insurance                   | 29,430            | 16,594            | 16,594            | 27,410            |
| Worker Compensation               | 2,597             | 4,671             | 4,671             | 4,794             |
| Overtime                          | 3,555             | 18,000            | 18,000            | 18,000            |
| Social Security                   | 22,070            | 15,518            | 15,518            | 15,929            |
| Clothing Allowance                | 2,018             | 2,100             | 2,100             | 3,000             |
| Standby                           | 3,600             | 3,120             | 3,120             | 3,120             |
| Special Pay                       | 13,960            | 650               | 650               | -                 |
| Certification Pay                 | -                 | -                 | -                 | 4,550             |
| Longevity Pay                     | 2,167             | 1,654             | 1,654             | 275               |
| <b>Total Personnel Services</b>   | <b>407,101</b>    | <b>275,891</b>    | <b>275,891</b>    | <b>298,227</b>    |
| <b>SUPPLIES</b>                   |                   |                   |                   |                   |
| Office Supplies                   | -                 | -                 | -                 | 300               |
| Operating Supplies                | 693               | -                 | -                 | 9,000             |
| Misc. Supplies                    | 7,995             | -                 | -                 | 500               |
| <b>Total Supplies</b>             | <b>8,688</b>      | <b>-</b>          | <b>-</b>          | <b>9,800</b>      |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 102               | -                 | -                 | 1,000             |
| Contractual Services              | 6,585             | -                 | -                 | 44,997            |
| Utilities - Telephone             | 144               | -                 | -                 | -                 |
| Repairs and Maintenance - Exte    | 8,636             | -                 | -                 | 8,000             |
| Travel                            | -                 | -                 | -                 | -                 |
| <b>Total Contractual Services</b> | <b>15,467</b>     | <b>-</b>          | <b>-</b>          | <b>53,997</b>     |
| <b>CAPITAL OUTLAY</b>             |                   |                   |                   |                   |
| Vehicles                          | -                 | -                 | -                 | 275,000           |
| Other Machinery & Equipment       | -                 | -                 | -                 | 230,738           |
| <b>Total Capital Outlay</b>       | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>505,738</b>    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 431,256</b> | <b>\$ 275,891</b> | <b>\$ 275,891</b> | <b>\$ 867,762</b> |

**AMERICAN RESCUE PLAN (ARP)  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                      | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|--------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>        | <b>\$ 1,524,627</b> | <b>\$ 2,519,238</b> | <b>\$ 2,519,238</b>    | <b>\$ 554,382</b>   |
| <b>Revenues</b>                      |                     |                     |                        |                     |
| ARP                                  | 1,527,460           | -                   | -                      | -                   |
| Interest                             | 5,251               | -                   | 50,000                 | -                   |
| <b>Total Revenue</b>                 | <b>1,532,711</b>    | <b>-</b>            | <b>50,000</b>          | <b>-</b>            |
| <b>Other Funding Sources</b>         |                     |                     |                        |                     |
| Fund Balance                         | -                   | -                   | -                      | -                   |
| Transfer from GF (Unused FY 2022)    | -                   | 356,902             | 356,902                | -                   |
| Transfer from Water (Unused FY 2022) | -                   | 25,680              | 25,680                 | -                   |
| <b>Total Other Funding Sources</b>   | <b>-</b>            | <b>382,582</b>      | <b>382,582</b>         | <b>-</b>            |
| <b>TOTAL RESOURCES</b>               | <b>\$ 3,057,338</b> | <b>\$ 2,901,820</b> | <b>\$ 2,951,820</b>    | <b>\$ 554,382</b>   |
| <b>Expenditures</b>                  |                     |                     |                        |                     |
| Personnel Services                   | -                   | -                   | -                      | -                   |
| Supplies                             | -                   | -                   | -                      | -                   |
| Contractual Services                 | -                   | -                   | -                      | -                   |
| Capital Outlay                       | -                   | -                   | -                      | -                   |
| <b>Total Expenditures</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>Other Financing Uses</b>          |                     |                     |                        |                     |
| Transfers Out                        | 538,100             | 217,134             | -                      | 554,382             |
| Transfer to Capital                  | -                   | 2,397,438           | 2,397,438              | -                   |
| <b>Total Other Financing Uses</b>    | <b>538,100</b>      | <b>2,614,572</b>    | <b>2,397,438</b>       | <b>554,382</b>      |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 538,100</b>   | <b>\$ 2,614,572</b> | <b>\$ 2,397,438</b>    | <b>\$ 554,382</b>   |
| <b>ENDING FUND BALANCE</b>           | <b>\$ 2,519,238</b> | <b>\$ 287,248</b>   | <b>\$ 554,382</b>      | <b>\$ -</b>         |

**LEOSE FUND**  
**SUMMARY OF REVENUES AND EXPENDITURES**

|                               | ACTUAL          | BUDGET          | ESTIMATED       | BUDGET          |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|
|                               | 2021-2022       | 2022-2023       | 2022-2023       | 2023-2024       |
| <b>BEGINNING FUND BALANCE</b> | <b>\$6,165</b>  | <b>\$7,142</b>  | <b>\$7,142</b>  | <b>\$7,142</b>  |
| <b>Revenues</b>               |                 |                 |                 |                 |
| LEOSE Grant                   | 2,477           | 2,856           | 2,856           | 2,856           |
| <b>Total Revenue</b>          | <b>\$ 2,477</b> | <b>\$ 2,856</b> | <b>\$ 2,856</b> | <b>\$ 2,856</b> |
| <b>TOTAL RESOURCES</b>        | <b>\$ 8,642</b> | <b>\$ 9,998</b> | <b>\$ 9,998</b> | <b>\$ 9,998</b> |
| <b>Expenditures</b>           |                 |                 |                 |                 |
| Personnel Services            | -               | -               | -               | -               |
| Supplies                      | -               | -               | -               | -               |
| Contractual Services          | 1,500           | 2,856           | 2,856           | 5,000           |
| Capital Outlay                | -               | -               | -               | -               |
| <b>Total Expenditures</b>     | <b>\$ 1,500</b> | <b>\$ 2,856</b> | <b>\$ 2,856</b> | <b>\$ 5,000</b> |
| <b>TOTAL EXPENDITURES</b>     | <b>1,500</b>    | <b>2,856</b>    | <b>2,856</b>    | <b>5,000</b>    |
| <b>ENDING FUND BALANCE</b>    | <b>\$7,142</b>  | <b>\$7,142</b>  | <b>\$7,142</b>  | <b>\$4,998</b>  |

# **LEOSE EXPENDITURES**

|                             | ACTUAL          | BUDGET          | ESTIMATED       | BUDGET          |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|
|                             | 2021-2022       | 2021-2022       | 2022-2023       | 2023-2024       |
| <b>CONTRACTUAL SERVICES</b> |                 |                 |                 |                 |
| Travel                      | 1,500           | 2,856           | 2,856           | 5,000           |
| <b>TOTAL EXPENDITURES</b>   | <b>\$ 1,500</b> | <b>\$ 2,856</b> | <b>\$ 2,856</b> | <b>\$ 5,000</b> |

**CRIME CONTROL DISTRICT  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$294,506</b>    | <b>\$466,681</b>    | <b>\$466,681</b>       | <b>\$503,206</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Tax Revenue                        | 362,977             | 363,000             | 363,000                | 403,800             |
| Interest                           | 2,050               | 500                 | 10,000                 | 5,000               |
| <b>Total Revenue</b>               | <b>365,027</b>      | <b>363,500</b>      | <b>373,000</b>         | <b>408,800</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| ARP Funds                          | -                   | 3,591               | -                      | -                   |
| Fund Balance                       | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>3,591</b>        | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 659,533</b>   | <b>\$ 833,772</b>   | <b>\$ 839,681</b>      | <b>\$ 912,006</b>   |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 192,825             | 253,229             | 253,229                | 261,960             |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | 27                  | 10,100              | 10,100                 | 10,100              |
| Capital Outlay                     | -                   | -                   | -                      | -                   |
| <b>Total Expenditures</b>          | <b>192,852</b>      | <b>263,329</b>      | <b>263,329</b>         | <b>272,060</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Shared Personnel Services to GF    | -                   | 73,147              | 73,147                 | 80,651              |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>73,147</b>       | <b>73,147</b>          | <b>80,651</b>       |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 192,852</b>   | <b>\$ 336,476</b>   | <b>\$ 336,476</b>      | <b>\$ 352,711</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 466,681</b>   | <b>\$ 497,297</b>   | <b>\$ 503,206</b>      | <b>\$ 559,295</b>   |

## CRIME CONTROL DISTRICT EXPENDITURES

|                                   | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                   |                   |                   |                   |
| Salaries                          | 128,457           | 137,007           | 137,007           | 138,996           |
| Retirement Plan                   | 25,333            | 34,721            | 34,721            | 37,068            |
| Group Insurance                   | 12,417            | 16,594            | 16,594            | 18,274            |
| Worker Compensation               | 3,008             | 4,212             | 4,212             | 4,272             |
| Overtime                          | 2,434             | 34,000            | 34,000            | 34,000            |
| Social Security                   | 10,632            | 13,995            | 13,995            | 14,193            |
| Clothing Allowance                | 63                | 1,400             | 1,400             | 2,000             |
| Standby                           | 2,760             | 3,120             | 3,120             | 3,120             |
| Special Pay                       | 7,110             | 910               | 910               | 910               |
| Certification Pay                 | -                 | 6,500             | 6,500             | 6,500             |
| Longevity Pay                     | 612               | 770               | 770               | 2,627             |
| Shared Services                   | -                 | 73,147            | 73,147            | -                 |
| <b>Total Personnel Services</b>   | <b>192,825</b>    | <b>326,376</b>    | <b>326,376</b>    | <b>261,960</b>    |
| <b>CONTRACTUAL SERVICES</b>       |                   |                   |                   |                   |
| Professional Services             | 27                | -                 | -                 | -                 |
| Contractual Services              | -                 | 10,100            | 10,100            | 10,100            |
| <b>Total Contractual Services</b> | <b>27</b>         | <b>10,100</b>     | <b>10,100</b>     | <b>10,100</b>     |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 192,852</b> | <b>\$ 336,476</b> | <b>\$ 336,476</b> | <b>\$ 272,060</b> |

**COURT BUILDING SECURITY  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2021-2022 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$32,357</b>     | <b>\$49,897</b>     | <b>\$49,897</b>        | <b>\$67,897</b>     |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| MC Building Security Fees          | 17,120              | 15,500              | 18,000                 | 18,000              |
| Interest                           | 228                 | -                   | -                      | -                   |
| <b>Total Revenue</b>               | <b>17,348</b>       | <b>15,500</b>       | <b>18,000</b>          | <b>18,000</b>       |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| Fund Balance                       | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 49,705</b>    | <b>\$ 15,500</b>    | <b>\$ 18,000</b>       | <b>\$ 18,000</b>    |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | (192)               | -                   | -                      | -                   |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | -                   | -                   | -                      | 10,000              |
| Capital Outlay                     | -                   | -                   | -                      | -                   |
| <b>Total Expenditures</b>          | <b>(192)</b>        | <b>-</b>            | <b>-</b>               | <b>10,000</b>       |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Transfer to Capital                | -                   | -                   | -                      | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ (192)</b>     | <b>\$ -</b>         | <b>\$ -</b>            | <b>\$ 10,000</b>    |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 49,897</b>    | <b>\$ 65,397</b>    | <b>\$ 67,897</b>       | <b>\$ 75,897</b>    |



## COURT BUILDING SECURITY EXPENDITURES

|                                   | ACTUAL          | BUDGET      | ESTIMATED   | BUDGET           |
|-----------------------------------|-----------------|-------------|-------------|------------------|
|                                   | 2021-2022       | 2022-2023   | 2022-2023   | 2023-2024        |
| <b>PERSONNEL SERVICES</b>         |                 |             |             |                  |
| Salaries                          | (153)           | -           | -           | -                |
| Retirement Plan                   | (27)            | -           | -           | -                |
| Group Insurance                   | -               | -           | -           | -                |
| Worker Compensation               | -               | -           | -           | -                |
| Liability Insurance               | -               | -           | -           | -                |
| Overtime                          | -               | -           | -           | -                |
| Social Security                   | (12)            | -           | -           | -                |
| Special Pay                       | -               | -           | -           | -                |
| Longevity Pay                     | -               | -           | -           | -                |
| <b>Total Personnel Services</b>   | (192)           | -           | -           | -                |
| <b>CONTRACTUAL SERVICES</b>       |                 |             |             |                  |
| Professional Services             | -               | -           | -           | 10,000           |
| <b>Total Contractual Services</b> | -               | -           | -           | 10,000           |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ (192)</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 10,000</b> |

**CHILD SAFETY  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$41,467</b>     | <b>\$50,840</b>     | <b>\$50,840</b>        | <b>\$53,067</b>     |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| MC Child Safety Fees               | 15,000              | 15,000              | 13,700                 | 13,700              |
| Interest                           | 238                 | 100                 | 1,000                  | 500                 |
| <b>Total Revenue</b>               | <b>15,239</b>       | <b>15,100</b>       | <b>14,700</b>          | <b>14,200</b>       |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| Fund Balance                       | -                   | -                   | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 56,706</b>    | <b>\$ 65,940</b>    | <b>\$ 65,540</b>       | <b>\$ 67,267</b>    |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 5,866               | 12,473              | 12,473                 | 5,953               |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | -                   | -                   | -                      | -                   |
| Capital Outlay                     | -                   | -                   | -                      | -                   |
| <b>Total Expenditures</b>          | <b>5,866</b>        | <b>12,473</b>       | <b>12,473</b>          | <b>5,953</b>        |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Transfer to Capital                | -                   | -                   | -                      | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 5,866</b>     | <b>\$ 12,473</b>    | <b>\$ 12,473</b>       | <b>\$ 5,954</b>     |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 50,840</b>    | <b>\$ 53,467</b>    | <b>\$ 53,067</b>       | <b>\$ 61,313</b>    |

## CHILD SAFETY EXPENDITURES

|                                 | ACTUAL          | BUDGET           | ESTIMATED        | BUDGET          |
|---------------------------------|-----------------|------------------|------------------|-----------------|
|                                 | 2021-2022       | 2022-2023        | 2022-2023        | 2023-2024       |
| <b>PERSONNEL SERVICES</b>       |                 |                  |                  |                 |
| Salaries                        | 3,862           | 7,303            | 7,303            | 5,000           |
| Retirement Plan                 | -               | 1,426            | 1,426            | -               |
| Group Insurance                 | -               | 2,489            | 2,489            | -               |
| Worker Compensation             | 1,708           | 106              | 106              | 71              |
| Liability Insurance             | -               | -                | -                | -               |
| Social Security                 | 295             | 575              | 575              | 383             |
| Clothing Allowance              | -               | 575              | 575              | 500             |
| <b>Total Personnel Services</b> | <b>5,866</b>    | <b>12,473</b>    | <b>12,473</b>    | <b>5,953</b>    |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 5,866</b> | <b>\$ 12,473</b> | <b>\$ 12,473</b> | <b>\$ 5,953</b> |

# **COURT TECHNOLOGY** **SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL           | BUDGET           | ESTIMATED        | BUDGET           |
|------------------------------------|------------------|------------------|------------------|------------------|
|                                    | 2021-2022        | 2022-2023        | 2022-2023        | 2023-2024        |
| <b>BEGINNING FUND BALANCE</b>      | <b>\$23,564</b>  | <b>\$38,208</b>  | <b>\$38,208</b>  | <b>\$43,308</b>  |
| <b>Revenues</b>                    |                  |                  |                  |                  |
| MC Technology Fees                 | 18,172           | 16,000           | 19,000           | 19,000           |
| Interest                           | 174              | -                | 1,100            | 500              |
| <b>Total Revenue</b>               | <b>18,346</b>    | <b>16,000</b>    | <b>20,100</b>    | <b>19,500</b>    |
| <b>Other Funding Sources</b>       |                  |                  |                  |                  |
| Fund Balance                       | -                | -                | -                | -                |
| <b>Total Other Funding Sources</b> | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>TOTAL RESOURCES</b>             | <b>\$ 41,910</b> | <b>\$ 54,208</b> | <b>\$ 58,308</b> | <b>\$ 62,808</b> |
| <b>Expenditures</b>                |                  |                  |                  |                  |
| Personnel Services                 | -                | -                | -                | -                |
| Supplies                           | -                | -                | -                | -                |
| Contractual Services               | 3,703            | 15,000           | 15,000           | 15,000           |
| Capital Outlay                     | -                | -                | -                | -                |
| <b>Total Expenditures</b>          | <b>3,703</b>     | <b>15,000</b>    | <b>15,000</b>    | <b>15,000</b>    |
| <b>Other Financing Uses</b>        |                  |                  |                  |                  |
| Transfer to Capital                | -                | -                | -                | -                |
| <b>Total Other Financing Uses</b>  | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 3,703</b>  | <b>\$ 15,000</b> | <b>\$ 15,000</b> | <b>\$ 15,000</b> |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 38,208</b> | <b>\$ 39,208</b> | <b>\$ 43,308</b> | <b>\$ 47,808</b> |

# **COURT TECHNOLOGY EXPENDITURES**

|                                   | ACTUAL          | BUDGET           | ESTIMATED        | BUDGET           |
|-----------------------------------|-----------------|------------------|------------------|------------------|
|                                   | 2021-2022       | 2022-2023        | 2022-2023        | 2023-2024        |
| <b>CONTRACTUAL SERVICES</b>       |                 |                  |                  |                  |
| Professional Services             | 3,703           | 15,000           | 15,000           | 15,000           |
| Contractual Services              | -               | -                | -                | -                |
| <b>Total Contractual Services</b> | 3,703           | 15,000           | 15,000           | 15,000           |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 3,703</b> | <b>\$ 15,000</b> | <b>\$ 15,000</b> | <b>\$ 15,000</b> |

**DEBT SERVICE**  
**SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL              | BUDGET              | ESTIMATED           | BUDGET              |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | 2021-2022           | 2022-2023           | 2022-2023           | 2023-2024           |
| <b>BEGINNING FUND BALANCE</b>      | <b>\$419,426</b>    | <b>\$416,991</b>    | <b>\$416,991</b>    | <b>\$420,353</b>    |
| <b>Revenues</b>                    |                     |                     |                     |                     |
| Ad Valorem Taxes                   | 575,614             | 586,262             | 586,262             | 582,250             |
| Interest                           | -                   | -                   | -                   | -                   |
| <b>Total Revenue</b>               | <b>575,614</b>      | <b>586,262</b>      | <b>586,262</b>      | <b>582,250</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                     |                     |
| Transfers in from Other Funds      | 107,863             | 105,113             | 105,113             | 105,363             |
| Fund Balance                       | -                   | -                   | -                   | -                   |
| <b>Total Other Funding Sources</b> | <b>107,863</b>      | <b>105,113</b>      | <b>105,113</b>      | <b>105,363</b>      |
| <b>TOTAL RESOURCES</b>             | <b>\$ 1,102,903</b> | <b>\$ 1,108,366</b> | <b>\$ 1,108,366</b> | <b>\$ 1,107,966</b> |
| <b>Expenditures</b>                |                     |                     |                     |                     |
| Principal                          | 465,000             | 480,000             | 480,000             | 495,000             |
| Interest                           | 219,862             | 205,013             | 205,013             | 189,613             |
| Fees                               | 1,050               | 3,000               | 3,000               | 3,000               |
| <b>Total Expenditures</b>          | <b>685,912</b>      | <b>688,013</b>      | <b>688,013</b>      | <b>687,613</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                     |                     |
| Bond Refunding                     | -                   | -                   | -                   | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 685,912</b>   | <b>\$ 688,013</b>   | <b>\$ 688,013</b>   | <b>\$ 687,613</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 416,991</b>   | <b>\$ 420,353</b>   | <b>\$ 420,353</b>   | <b>\$ 420,353</b>   |

## DEBT SERVICE EXPENDITURES

|                                 | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                 | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>DEBT SERVICE</b>             |                   |                   |                   |                   |
| Principal - 2009 PPFCO          | -                 | -                 | -                 | -                 |
| Interest - 2009 PPFCO           | -                 | -                 | -                 | -                 |
| Interest - 2012 GO              | -                 | -                 | -                 | -                 |
| Principal - 2012 GO             | -                 | -                 | -                 | -                 |
| Principal - 2016 CO             | 45,000            | 50,000            | 50,000            | 50,000            |
| Interest - 2016 CO              | 60,112            | 57,863            | 57,863            | 55,363            |
| Principal - Refunding Bonds     | -                 | -                 | -                 | -                 |
| Interest - Refunding Bonds      | -                 | -                 | -                 | -                 |
| Principal - 2021 Refunding GO   | 420,000           | 430,000           | 430,000           | 445,000           |
| Interest - 2021 Refunding GO    | 159,750           | 147,150           | 147,150           | 134,250           |
| Paying Agent Fee                | 1,050             | 3,000             | 3,000             | 3,000             |
| <b>Total Personnel Services</b> | <b>685,912</b>    | <b>688,013</b>    | <b>688,013</b>    | <b>687,613</b>    |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 685,912</b> | <b>\$ 688,013</b> | <b>\$ 688,013</b> | <b>\$ 687,613</b> |

**COMMUNITY/CONFERENCE CENTER  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$188,873</b>    | <b>\$228,025</b>    | <b>\$228,025</b>       | <b>\$208,358</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Hotel/Motel Taxes                  | 84,186              | 70,000              | 70,000                 | 84,000              |
| Rental Fees                        | 64,292              | 50,000              | 50,000                 | 64,254              |
| Interest                           | 1,470               | 100                 | 5,000                  | 7,200               |
| Miscellaneous                      | -                   | -                   | -                      | -                   |
| <b>Total Revenue</b>               | <b>149,948</b>      | <b>120,100</b>      | <b>125,000</b>         | <b>155,454</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| ARP Funds                          | -                   | 995                 | -                      | -                   |
| Fund Balance                       | -                   | 23,572              | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>24,567</b>       | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>338,821</b>      | <b>349,120</b>      | <b>353,025</b>         | <b>363,812</b>      |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 59,240              | 73,610              | 73,610                 | 89,338              |
| Supplies                           | 1,003               | 7,500               | 7,500                  | 8,000               |
| Contractual Services               | 50,553              | 51,557              | 51,557                 | 59,350              |
| Capital Outlay                     | -                   | 12,000              | 12,000                 | 60,000              |
| <b>Total Expenditures</b>          | <b>110,796</b>      | <b>144,667</b>      | <b>144,667</b>         | <b>216,688</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Transfer to Capital                | -                   | -                   | -                      | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>               | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 110,796</b>   | <b>\$ 144,667</b>   | <b>\$ 144,667</b>      | <b>\$ 216,688</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 228,025</b>   | <b>\$ 204,453</b>   | <b>\$ 208,358</b>      | <b>\$ 147,124</b>   |



## COMMUNITY/CONFERENCE CENTER EXPENDITURES

|                                    | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                    | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>PERSONNEL SERVICES</b>          |                   |                   |                   |                   |
| Salaries                           | 40,973            | 53,112            | 53,112            | 64,474            |
| Retirement Plan                    | 7,359             | 10,081            | 10,081            | 12,882            |
| Group Insurance                    | 6,320             | 6,223             | 6,223             | 6,853             |
| Worker Compensation                | 1,233             | 94                | 94                | 114               |
| Liability Insurance                | 80                | -                 | -                 | -                 |
| Social Security                    | 3,099             | 4,063             | 4,063             | 4,932             |
| Special Pay                        | -                 | -                 | -                 | -                 |
| Longevity Pay                      | 176               | 38                | 38                | 83                |
| <b>Total Personnel Services</b>    | <b>59,240</b>     | <b>73,610</b>     | <b>73,610</b>     | <b>89,338</b>     |
| <b>SUPPLIES</b>                    |                   |                   |                   |                   |
| Office Supplies                    | 130               | 500               | 500               | 1,000             |
| Operating Supplies                 | 873               | 2,000             | 2,000             | 2,000             |
| Repairs & Maintenance - Internal   | -                 | 4,500             | 4,500             | 4,500             |
| Misc. Supplies                     | -                 | 500               | 500               | 500               |
| <b>Total Supplies</b>              | <b>1,003</b>      | <b>7,500</b>      | <b>7,500</b>      | <b>8,000</b>      |
| <b>CONTRACTUAL SERVICES</b>        |                   |                   |                   |                   |
| Professional Services              | 2,399             | 2,110             | 2,110             | 3,500             |
| Contractual Services               | 6,574             | 3,200             | 3,200             | 3,200             |
| Utilities - Telephone              | 10,474            | 9,000             | 9,000             | 14,800            |
| Utilities - Gas, Water, Electric   | 22,791            | 28,000            | 28,000            | 28,000            |
| Printing                           | -                 | 200               | 200               | 200               |
| Advertising                        | 2,680             | 2,100             | 2,100             | 2,100             |
| Repairs and Maintenance - External | 4,001             | 2,000             | 2,000             | 2,000             |
| Membership, Dues & Licenses        | 1,223             | 550               | 550               | 550               |
| Liability Insurance                | 410               | 4,397             | 4,397             | 5,000             |
| <b>Total Contractual Services</b>  | <b>50,553</b>     | <b>51,557</b>     | <b>51,557</b>     | <b>59,350</b>     |
| <b>CAPITAL OUTLAY</b>              |                   |                   |                   |                   |
| Office Equipment                   | -                 | 12,000            | 12,000            | -                 |
| Improvements                       | -                 | -                 | -                 | 60,000            |
| Other Machinery & Equipment        | -                 | -                 | -                 | -                 |
| <b>Total Capital Outlay</b>        | <b>-</b>          | <b>12,000</b>     | <b>12,000</b>     | <b>60,000</b>     |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 110,796</b> | <b>\$ 144,667</b> | <b>\$ 144,667</b> | <b>\$ 216,688</b> |

# STREET MAINTENANCE

## SUMMARY OF REVENUES AND EXPENDITURES

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$1,359,760</b>  | <b>\$1,245,523</b>  | <b>\$1,245,523</b>     | <b>\$525,192</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Sales Taxes                        | 816,051             | 799,000             | 798,000                | 798,000             |
| Interest                           | 6,722               | 4,000               | 36,000                 | 30,000              |
| <b>Total Revenue</b>               | <b>822,773</b>      | <b>803,000</b>      | <b>834,000</b>         | <b>828,000</b>      |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| Transfer in-Water                  | 272,399             | -                   | -                      | -                   |
| Fund Balance                       | -                   | 163,052             | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>272,399</b>      | <b>163,052</b>      | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 2,454,932</b> | <b>\$ 2,048,523</b> | <b>\$ 2,079,523</b>    | <b>\$ 1,353,192</b> |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | -                   | -                   | -                      | -                   |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | 1,209,409           | 966,052             | 1,554,331              | 720,000             |
| <b>Total Expenditures</b>          | <b>1,209,409</b>    | <b>966,052</b>      | <b>1,554,331</b>       | <b>720,000</b>      |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 1,209,409</b> | <b>\$ 966,052</b>   | <b>\$ 1,554,331</b>    | <b>\$ 720,000</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 1,245,523</b> | <b>\$ 1,082,471</b> | <b>\$ 525,192</b>      | <b>\$ 633,192</b>   |

# STREET MAINTENANCE EXPENDITURES

|                                    | ACTUAL            | BUDGET            | ESTIMATED         | BUDGET            |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                    | 2021-2022         | 2022-2023         | 2022-2023         | 2023-2024         |
| <b>CONTRACTUAL SERVICES</b>        |                   |                   |                   |                   |
| Repairs and Maintenance - External | 739,464           | 966,052           | 966,052           | 720,000           |
| <b>Total Contractual Services</b>  | 739,464           | 966,052           | 966,052           | 720,000           |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 739,464</b> | <b>\$ 966,052</b> | <b>\$ 966,052</b> | <b>\$ 720,000</b> |

**POLICE FORFEITURE  
SUMMARY OF REVENUES AND EXPENDITURES**

|                                    | ACTUAL<br>2021-2022 | BUDGET<br>2022-2023 | ESTIMATED<br>2022-2023 | BUDGET<br>2023-2024 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| <b>BEGINNING FUND BALANCE</b>      | <b>\$233,595</b>    | <b>\$289,376</b>    | <b>\$289,376</b>       | <b>\$252,476</b>    |
| <b>Revenues</b>                    |                     |                     |                        |                     |
| Seizures                           | 127,208             | 50,000              | 148,000                | -                   |
| Interest                           | 3,929               | 100                 | 5,000                  | 2,000               |
| <b>Total Revenue</b>               | <b>131,138</b>      | <b>50,100</b>       | <b>153,000</b>         | <b>2,000</b>        |
| <b>Other Funding Sources</b>       |                     |                     |                        |                     |
| Fund Balance                       | -                   | 69,900              | -                      | -                   |
| <b>Total Other Funding Sources</b> | <b>-</b>            | <b>69,900</b>       | <b>-</b>               | <b>-</b>            |
| <b>TOTAL RESOURCES</b>             | <b>\$ 364,733</b>   | <b>\$ 339,476</b>   | <b>\$ 372,476</b>      | <b>\$ 254,476</b>   |
| <b>Expenditures</b>                |                     |                     |                        |                     |
| Personnel Services                 | 64,346              | -                   | -                      | -                   |
| Supplies                           | -                   | -                   | -                      | -                   |
| Contractual Services               | 11,010              | -                   | -                      | -                   |
| Capital Outlay                     | -                   | -                   | -                      | 253,350             |
| <b>Total Expenditures</b>          | <b>75,356</b>       | <b>-</b>            | <b>-</b>               | <b>253,350</b>      |
| <b>Other Financing Uses</b>        |                     |                     |                        |                     |
| Transfer to Capital                | -                   | 120,000             | 120,000                | -                   |
| <b>Total Other Financing Uses</b>  | <b>-</b>            | <b>120,000</b>      | <b>120,000</b>         | <b>-</b>            |
| <b>TOTAL EXPENDITURES</b>          | <b>\$ 75,356</b>    | <b>\$ 120,000</b>   | <b>\$ 120,000</b>      | <b>\$ 253,350</b>   |
| <b>ENDING FUND BALANCE</b>         | <b>\$ 289,376</b>   | <b>\$ 219,476</b>   | <b>\$ 252,476</b>      | <b>\$ 1,126</b>     |

**POLICE FORFEITURE  
EXPENDITURES**

|                                   | ACTUAL           | BUDGET      | ESTIMATED   | BUDGET            |
|-----------------------------------|------------------|-------------|-------------|-------------------|
|                                   | 2021-2022        | 2022-2023   | 2022-2023   | 2023-2024         |
| <b>PERSONNEL SERVICES</b>         |                  |             |             |                   |
| Salaries                          | 41,131           | -           | -           | -                 |
| Retirement Plan                   | 7,823            | -           | -           | -                 |
| Group Insurance                   | 9,666            | -           | -           | -                 |
| Overtime                          | 367              | -           | -           | -                 |
| Social Security                   | 3,114            | -           | -           | -                 |
| Clothing Allowance                | -                | -           | -           | -                 |
| Special Pay                       | 2,005            | -           | -           | -                 |
| Longevity Pay                     | 240              | -           | -           | -                 |
| <b>Total Personnel Services</b>   | <b>64,346</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>          |
| <b>CONTRACTUAL SERVICES</b>       |                  |             |             |                   |
| Professional Services             | 10               | -           | -           | -                 |
| Contractual Services              | 11,000           | -           | -           | -                 |
| <b>Total Contractual Services</b> | <b>11,010</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>          |
| <b>CAPITAL OUTLAY</b>             |                  |             |             |                   |
| Vehicles                          | -                | -           | -           | 190,000           |
| Other Machinery & Equipment       |                  |             |             | 63,350            |
| <b>Total Capital Outlay</b>       | <b>-</b>         | <b>-</b>    | <b>-</b>    | <b>253,350</b>    |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ 75,356</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 253,350</b> |

CITY OF LEON VALLEY  
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

Municipal Court

| <i>Item</i>           | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 23-24</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>Future<br/>Needs</i> |
|-----------------------|-----------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
|                       |                             |                          |                 |                 |                 |                 |                 |                         |
| TOTAL BUSINESS OFFICE |                             |                          | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -                    |

| <i>Item</i>           | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 28-29</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 31-32</i> | <i>Future<br/>Needs</i> |
|-----------------------|-----------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
|                       |                             |                          |                 |                 |                 |                 |                 |                         |
| TOTAL BUSINESS OFFICE |                             |                          | \$ -            | \$ -            | \$ -            | \$ -            | \$ -            | \$ -                    |

Finance Department

| Item          | Acquisition Date | Purchase Type | FY 23-24 | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | Future Needs |
|---------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|               |                  |               |          |          |          |          |          |              |
| TOTAL FINANCE |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

| Item          | Acquisition Date | Purchase Type | FY 28-29 | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33 | Future Needs |
|---------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|               |                  |               |          |          |          |          |          |              |
| TOTAL FINANCE |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

Manager and Council

| <i>Item</i>                      | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 23-24</i>  | <i>FY 24-25</i>  | <i>FY 25-26</i>  | <i>FY 26-27</i>  | <i>FY 27-28</i>  | <i>Future<br/>Needs</i> |
|----------------------------------|-----------------------------|--------------------------|------------------|------------------|------------------|------------------|------------------|-------------------------|
| Replace Server                   | Replacement                 | Replacement              | 15,000           |                  |                  |                  |                  |                         |
| Replace Server                   | Replacement                 | Replacement              |                  | 15,000           |                  |                  |                  |                         |
| Replace Server                   | Replacement                 | Replacement              |                  |                  | 15,000           |                  |                  |                         |
| Painting (Exterior) City Hall    | New                         | New                      |                  |                  | 50,000           |                  |                  |                         |
| Replace Server                   | Replacement                 | Replacement              |                  |                  |                  | 15,000           |                  |                         |
| Replace Server                   |                             |                          |                  |                  |                  |                  | 15,000           |                         |
| <b>TOTAL MANAGER AND COUNCIL</b> |                             |                          | <b>\$ 15,000</b> | <b>\$ 15,000</b> | <b>\$ 65,000</b> | <b>\$ 15,000</b> | <b>\$ 15,000</b> | <b>\$ -</b>             |

| <i>Item</i>                      | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 28-29</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>Future<br/>Needs</i> |
|----------------------------------|-----------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
| Replace Server                   | Replacement                 | Replacement              | \$15,000        |                 |                 |                 |                 |                         |
| Replace Server                   | Replacement                 | Replacement              |                 | 15,000          |                 |                 |                 |                         |
| Replace Server                   | Replacement                 | Replacement              |                 |                 | 15,000          |                 |                 |                         |
| Replace Server                   | Replacement                 | Replacement              |                 |                 |                 | 15,000          |                 |                         |
| Replace Server                   |                             |                          |                 |                 |                 |                 | 15,000          |                         |
| <b>TOTAL MANAGER AND COUNCIL</b> |                             |                          | <b>\$15,000</b> | <b>\$15,000</b> | <b>\$15,000</b> | <b>\$15,000</b> | <b>\$15,000</b> | <b>\$ -</b>             |



Police Department

| Item         | Acquisition Date | Purchase Type | FY 23-24 | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | Future Needs |
|--------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|              |                  |               |          |          |          |          |          |              |
| TOTAL POLICE |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

| Item                              | Acquisition Date | Purchase Type | FY 28-29   | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33  | Future Needs |
|-----------------------------------|------------------|---------------|------------|----------|----------|----------|-----------|--------------|
| Police Patrol Vehicle (1 w/equip) | Variable         | Replacement   | 65,000     |          |          |          |           |              |
| Detective Vehicle (1)             | Variable         | Replacement   | 55,000     |          |          |          |           |              |
| Mobile Digital Terminals          | Variable         | Replacement   |            |          |          |          | 32,000    |              |
| TOTAL POLICE                      |                  |               | \$ 120,000 | \$ -     | \$ -     | \$ -     | \$ 32,000 | \$ -         |

### Fire Department

| <i>Item</i>                              | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 23-24</i>   | <i>FY 24-25</i>   | <i>FY 25-26</i>   | <i>FY 26-27</i>  | <i>FY 27-28</i>   | <i>Future Needs</i> |
|--|-------------------------|----------------------|-------------------|-------------------|-------------------|------------------|-------------------|---------------------|
| UTV                                      | New                     | New                  | 32,000            |                   |                   |                  |                   |                     |
| Ambulance with Power Load System (M159B) | 2014                    | APR                  | 330,000           |                   |                   |                  |                   |                     |
| Fire Station Technology                  | 2013                    | Replacement          |                   | 95,000            |                   |                  |                   |                     |
| Utility Terrain Vehicle                  | 2013                    | Replacement          |                   | 12,000            |                   |                  |                   |                     |
| Gear Extractor                           | 2013                    | Replacement          |                   | 10,000            |                   |                  |                   |                     |
| Rescue Air Bags                          | 2013                    | Replacement          |                   |                   | 30,000            |                  |                   |                     |
| F.D. Application Server                  | 2019                    | Replacement          |                   |                   | 25,000            |                  |                   |                     |
| Rescue Air Bags                          | 2013                    | Replacement          |                   |                   | 30,000            |                  |                   |                     |
| F.D. Application Server                  | 2019                    | Replacement          |                   |                   | 25,000            |                  |                   |                     |
| Thermal Imaging Camera (3)               | 2019                    | Replacement          |                   |                   |                   | 28,000           |                   |                     |
| Brush Truck                              | 2015                    | Replacement          |                   |                   |                   |                  | 125,000           |                     |
| 2015                                     |                         | Replacement          |                   |                   |                   |                  |                   |                     |
| 2015                                     |                         | Replacement          |                   |                   |                   |                  |                   |                     |
| 2015                                     |                         | Replacement          |                   |                   |                   |                  |                   |                     |
| 2015                                     |                         | Replacement          |                   |                   |                   |                  |                   |                     |
| <b>TOTAL FIRE DEPARTMENT</b>             |                         |                      | <b>\$ 362,000</b> | <b>\$ 117,000</b> | <b>\$ 110,000</b> | <b>\$ 28,000</b> | <b>\$ 125,000</b> | <b>\$ -</b>         |

| <i>Item</i>                              | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 28-29</i>     | <i>FY 29-30</i>   | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>Future Needs</i> |
|--|-------------------------|----------------------|---------------------|-------------------|-----------------|-----------------|-----------------|---------------------|
| Ambulance with Power Load System (M159A) | 2018                    | Replacement          | 320,000             |                   |                 |                 |                 |                     |
| Fire Marshal Vehicle                     | 2019                    | Replacement          | 65,000              |                   |                 |                 |                 |                     |
| Platform Fire Apparatus                  | 2009                    | Replacement          | 1,500,000           |                   |                 |                 |                 |                     |
| Mechanical CPR Device (3)                | 2019                    | Replacement          |                     | 50,000            |                 |                 |                 |                     |
| Cardiac Monitors (4)                     | 2019                    | Replacement          |                     | 150,000           |                 |                 |                 |                     |
| Ambulance with Power Load System (M159C) | 2020                    | Replacement          |                     | 320,000           |                 |                 |                 |                     |
| <b>TOTAL FIRE DEPARTMENT</b>             |                         |                      | <b>\$ 1,885,000</b> | <b>\$ 520,000</b> | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>     | <b>\$ -</b>         |

Public Works

| Item                                 | Acquisition Date | Purchase Type  | FY 23-24   | FY 24-25   | FY 25-26   | FY 26-27   | FY 27-28   | Future Needs |
|--------------------------------------|------------------|----------------|------------|------------|------------|------------|------------|--------------|
| Crack seal trailer                   | New              | New            | 40,000     |            |            |            |            |              |
| Sidewalks                            | Replacement      | Replacement    | 25,000     |            |            |            |            |              |
| C16 Broce Broom                      | 1998             | Replacement    | 50,000     |            |            |            |            |              |
| C1 Chevy C8500                       | 2000             | Replacement    |            | 100,000    |            |            |            |              |
| Server                               | 2023             | Replacement    |            | 7,000      |            |            |            |              |
| Sidewalks                            | Replacement      | Replacement    |            | 100,000    |            |            |            |              |
| C14 Ford F 350 Flatbed               | 1994             | Replacement    |            | 45,000     |            |            |            |              |
| M12 Bobcat                           |                  | Replacement    |            |            | 50,000     |            |            |              |
| M14 F150 Pick-Up 1/2 Ton             | 2013             | Replacement    |            |            | 50,000     |            |            |              |
| Sidewalks                            | Replacement      | Replacement    |            |            | 100,000    |            |            |              |
| M3 Ford F-150                        | 2012             | Replacement    |            |            | 50,000     |            |            |              |
| M9 Case JX55 Farm Tractor            | 2003             | Replacement    |            |            | 150,000    |            |            |              |
| ST01 Onan generator                  | 2000             | Replacement    |            |            | 115,000    |            |            |              |
| Plotter                              | 2017             | Transfer to PZ |            |            |            |            |            |              |
| M1 Ford F150 Super cab 4x2           | 2023             | Replacement    |            |            |            | 50,000     |            |              |
| M16 Chevy Silverado 1/2 Ton          | 2017             | Replacement    |            |            |            | 50,000     |            |              |
| C12A Doosan Compressor               | 2013             | Replacement    |            |            |            | 30,000     |            |              |
| C15 Trail-Eze Trailer                | 1997             | Replacement    |            |            |            | 20,000     |            |              |
| C18 Ingersoll Rand Roller            | 1999             | Replacement    |            |            |            | 50,000     |            |              |
| C21 International Water Truck        | 2010             | Replacement    |            |            |            | 100,000    |            |              |
| M15 Chevrolet Silverado 2500         | 2016             | Replacement    |            |            |            | 45,000     |            |              |
| C10A Leebay Motor Grader             | 2014             | Replacement    |            |            |            |            |            |              |
| M7 Rhino 1348 Boom Mower             | 2006             | Replacement    |            |            |            |            | 75,000     |              |
| C20 Southwest Gooseneck Trailer      | 2017             | Replacement    |            |            |            |            | 20,000     |              |
| C22 Cart-Away Concrete Mixer Trailer | 2018             | Replacement    |            |            |            |            | 40,000     |              |
| C23 Doosan Forklift                  | 2018             | Replacement    |            |            |            |            | 70,000     |              |
| C24 Stewart -Amos Isuzu Sweeper      | 2018             | Replacement    |            |            |            |            | 200,000    |              |
| C21 Water Tanker                     | 2010             | Replacement    |            |            |            |            | 80,000     |              |
| C5 Interstate Haul Trailer           | 2023             | Replacement    |            |            |            |            | 30,000     |              |
| C19 Asphalt Zipper                   | 2022             | Replacement    |            |            |            |            | 120,000    |              |
| TOTAL PUBLIC WORKS                   |                  |                | \$ 115,000 | \$ 252,000 | \$ 515,000 | \$ 345,000 | \$ 635,000 | \$ -         |

| Item                                  | Acquisition Date | Purchase Type | FY 28-29  | FY 29-30   | FY 30-31   | FY 31-32 | FY 32-33 | Future Needs |
|---------------------------------------|------------------|---------------|-----------|------------|------------|----------|----------|--------------|
| M22 Chevrolet Silverado               | 2019             | Replacement   | 45,000    |            |            |          |          |              |
| M21 Ford F 350 Truck                  | 2019             | Replacement   | 45,000    |            |            |          |          |              |
| C25 International Dump Truck          | 2020             | Replacement   |           | 100,000    |            |          |          |              |
| C26 Concrete Load Pro                 | 2020             | Replacement   |           | 80,000     |            |          |          |              |
| M9 Case JX55 Backhoe                  | 2003             | Replacement   |           | 150,000    |            |          |          |              |
| Car washing Equipment                 | 2021             | Replacement   |           | 10,000     |            |          |          |              |
| C26 Concrete Load Pro                 | 2020             | Replacement   |           | 80,000     |            |          |          |              |
| M9 Case JX55 Backhoe                  | 2003             | Replacement   |           | 150,000    |            |          |          |              |
| Car washing Equipment                 | 2021             | Replacement   |           | 10,000     |            |          |          |              |
| M6A Case Loader Backhoe               | 2015             | Replacement   |           |            | 120,000    |          |          |              |
| Traffic Signal System - Wurzbach      | 2017             | Replacement   |           |            | 150,000    |          |          |              |
| All Building Generator                | 1984             | Replacement   |           |            | 115,000    |          |          |              |
| Traffic Signal System - Huebner/Evers | 2017             | Replacement   |           |            | 150,000    |          |          |              |
| TOTAL PUBLIC WORKS                    |                  |               | \$ 90,000 | \$ 580,000 | \$ 535,000 | \$ -     | \$ -     | \$ -         |

Planning and Zoning

| Item                      | Acquisition Date | Purchase Type | FY 23-24 | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | Future Needs |
|---------------------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|                           |                  |               |          |          |          |          |          |              |
| TOTAL PLANNING AND ZONING |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

| Item                      | Acquisition Date | Purchase Type | FY 28-29 | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33 | Future Needs |
|---------------------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|                           |                  |               |          |          |          |          |          |              |
| TOTAL PLANNING AND ZONING |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

Economic Development

| Item                       | Acquisition Date | Purchase Type | FY 23-24 | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | Future Needs |
|----------------------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|                            |                  |               |          |          |          |          |          |              |
| TOTAL ECONOMIC DEVELOPMENT |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |

| Item                       | Acquisition Date | Purchase Type | FY 28-29 | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33 | Future Needs |
|----------------------------|------------------|---------------|----------|----------|----------|----------|----------|--------------|
|                            |                  |               |          |          |          |          |          |              |
| TOTAL ECONOMIC DEVELOPMENT |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -         |



Library

| Item          | Acquisition Date | Purchase Type | FY 23-24 | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | Non Funded |
|---------------|------------------|---------------|----------|----------|----------|----------|----------|------------|
|               |                  |               |          |          |          |          |          |            |
| TOTAL LIBRARY |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -       |

| Item          | Acquisition Date | Purchase Type | FY 28-29 | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33 | Non Funded |
|---------------|------------------|---------------|----------|----------|----------|----------|----------|------------|
|               |                  |               |          |          |          |          |          |            |
| TOTAL LIBRARY |                  |               | \$ -     | \$ -     | \$ -     | \$ -     | \$ -     | \$ -       |

|                      |  |  |              |            |            |            |            |              |
|----------------------|--|--|--------------|------------|------------|------------|------------|--------------|
| TOTAL BY FISCAL YEAR |  |  | FY 23-24     | FY 24-25   | FY 25-26   | FY 26-27   | FY 27-28   | Future Needs |
|                      |  |  | \$ 2,689,390 | \$ 369,000 | \$ 625,000 | \$ 373,000 | \$ 775,000 | \$ -         |

|                      |  |  |              |              |            |          |           |              |
|----------------------|--|--|--------------|--------------|------------|----------|-----------|--------------|
| TOTAL BY FISCAL YEAR |  |  | FY 28-29     | FY 29-30     | FY 30-31   | FY 31-32 | FY 32-33  | Future Needs |
|                      |  |  | \$ 2,346,000 | \$ 1,100,000 | \$ 535,000 | \$ -     | \$ 32,000 | \$ -         |



**CITY OF LEON VALLEY**  
**ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN**  
**FY 2024**

| <i>Item</i>                            | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 23-24</i> | <i>FY 24-25</i>  | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>Future Needs</i> |
|--|-------------------------|----------------------|-----------------|------------------|-----------------|-----------------|-----------------|---------------------|
| WA - Excavator Trailer                 | FY 24                   | New                  | 50,000          |                  |                 |                 |                 |                     |
| WA - Replace water Mains City-Wide     | 1960 - 1990             | Replacement          | 250,000         |                  |                 |                 |                 |                     |
| WA - Purchase Water Rights             | 2018                    | New                  | 140,000         |                  |                 |                 |                 |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          | 250,000         |                  |                 |                 |                 |                     |
| SW -Replace Sewer Mains Wurzbach (ARP) | 2010                    | Replacement          | 224,382         |                  |                 |                 |                 |                     |
| WA - S122 Top Hat Trailer              | 2014                    | Replacement          |                 | 7,000            |                 |                 |                 |                     |
| WA - S123 Top Hat Trailer              | 2014                    | Replacement          |                 | 7,000            |                 |                 |                 |                     |
| WA - Replace Water Mains City-Wide     | 1960 - 1990             | Replacement          |                 | 250,000          |                 |                 |                 |                     |
| WA - Purchase Water Rights             | 2018                    | New                  |                 | 140,000          |                 |                 |                 |                     |
| WA - Replace Water Mains City-Wide     | 1960 - 1990             | Replacement          |                 | 250,000          |                 |                 |                 |                     |
| WA - Purchase Water Rights             | 2018                    | New                  |                 | 140,000          |                 |                 |                 |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          |                 | 250,000          |                 |                 |                 |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          |                 | 250,000          |                 |                 |                 |                     |
| WA - Replace Water Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  | 250,000         |                 |                 |                     |
| WA - Purchase Water Rights             | New                     | New                  |                 |                  | 140,000         |                 |                 |                     |
| WA - S136 Leeboy Asphalt Distributor   | 2017                    | Replacement          |                 |                  | 100,000         |                 |                 |                     |
| WA - S137 Dynpac Roller                | 2017                    | Replacement          |                 |                  | 70,000          |                 |                 |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  | 250,000         |                 |                 |                     |
| STW - S135 Vermeer Chipper             | 2017                    | Replacement          |                 |                  | 30,000          |                 |                 |                     |
| STW S143 Huster Super Z HD             | 2018                    | Replacement          |                 |                  | 30,000          |                 |                 |                     |
| SW - W10 3/4 Ton Pickup Truck          | 2016                    | Replacement          |                 |                  |                 | 50,000          |                 |                     |
| WA - Replace Water Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  |                 | 250,000         |                 |                     |
| WA - Purchase Water Rights             | New                     | New                  |                 |                  |                 | 140,000         |                 |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  |                 | 250,000         |                 |                     |
| STW - S141 ATV                         | 2017                    | Replacement          |                 |                  |                 | 20,000          |                 |                     |
| SW - W11 Sewer Jet Machine             | 2016                    | Replacement          |                 |                  |                 |                 | 40,000          |                     |
| WA - Replace Water Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  |                 |                 | 250,000         |                     |
| WA - Purchase Water Rights             | New                     | New                  |                 |                  |                 |                 | 140,000         |                     |
| SW - Replace Sewer Mains City-Wide     | 1960 - 1990             | Replacement          |                 |                  |                 |                 | 250,000         |                     |
| SW - W12 Vermeer Vac-Tron Trailer      | 2017                    | Replacement          |                 |                  |                 |                 | 60,000          |                     |
| STW - S144 John Deere Rotary Cutter    | 2018                    | Replacement          |                 |                  |                 |                 | 25,000          |                     |
| <b>TOTAL BY FISCAL YEAR</b>            |                         |                      | <b>914,382</b>  | <b>1,294,000</b> | <b>870,000</b>  | <b>710,000</b>  | <b>765,000</b>  | <b>\$</b>           |

CITY OF LEON VALLEY  
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

| <i>Item</i>                                | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 28-29</i>  | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>Future<br/>Needs</i> |
|--|-----------------------------|--------------------------|------------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
| WA - W13 Ford F550 Dump truck              | 2018                        | New                      | 100,000          |                 |                 |                 |                 |                         |
| WA - W8 Backhoe                            | 2009                        | Replacement              | 130,000          |                 |                 |                 |                 |                         |
| WA - Replace water mains city-wide         | 1960-1990                   | Replacement              | 250,000          |                 |                 |                 |                 |                         |
| SW - Replace sewer mains city-wide         | 1960-1990                   | Replacement              | 250,000          |                 |                 |                 |                 |                         |
| STW - Streetsweeper                        | 2018                        | New                      | 200,000          |                 |                 |                 |                 |                         |
| STW - M18 John Deere Mower Tractor w/Shred | 2018                        | Replacement              | 100,000          |                 |                 |                 |                 |                         |
| WA - Replace John Marshall elevated tank   | 1939                        | Replacement              | 1,000,000        |                 |                 |                 |                 |                         |
| WA - ST01 Onan 100KW Generator             | 2010                        | Replacement              |                  | 115,000         |                 |                 |                 |                         |
| WA - Replace Water Mains City-Wide         | Replacement                 | Replacement              |                  | 250,000         |                 |                 |                 |                         |
| WA - Purchase Water Rights                 | New                         | New                      |                  | 140,000         |                 |                 |                 |                         |
| SW - Replace Sewer Mains City-Wide         | Replacement                 | Replacement              |                  | 250,000         |                 |                 |                 |                         |
| WA - Replace Water Mains City-Wide         | Replacement                 | Replacement              |                  |                 | 250,000         |                 |                 |                         |
| WA - Purchase Water Rights                 | New                         | New                      |                  |                 | 140,000         |                 |                 |                         |
| SW - Replace Sewer Mains City-Wide         | Replacement                 | Replacement              |                  |                 | 250,000         |                 |                 |                         |
| <b>TOTAL BY FISCAL YEAR</b>                |                             |                          | <b>2,030,000</b> | <b>755,000</b>  | <b>640,000</b>  | <b>-</b>        | <b>-</b>        | <b>\$ -</b>             |

CITY OF LEON VALLEY  
TRAFFIC SAFETY 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

| <i>Item</i>                        | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 23-24</i>   | <i>FY 24-25</i>  | <i>FY 25-26</i>  | <i>FY 26-27</i>   | <i>FY 27-28</i>   | <i>Future<br/>Needs</i> |
|------------------------------------|-----------------------------|--------------------------|-------------------|------------------|------------------|-------------------|-------------------|-------------------------|
| Command Vehicle                    | 2,012                       | Replacement              | 80,000            |                  |                  |                   |                   |                         |
| Jaws of Life (Tier 2)              | Variable                    | Replacement              | 61,000            |                  |                  |                   |                   |                         |
| In-Car Camera Systems              | Variable                    | Replacement              | 149,738           |                  |                  |                   |                   |                         |
| Police Patrol Vehicle (3 w/equip)  | Variable                    | Replacement              | 195,000           |                  |                  |                   |                   |                         |
| School Zone MotherBoard            | Variable                    | Replacement              | 20,000            |                  |                  |                   |                   |                         |
| Police Patrol Vehicle (1 w/equip)  | Variable                    | Replacement              |                   | 62,000           |                  |                   |                   |                         |
| Mobile Digital Terminals           | Variable                    | Replacement              |                   |                  | 31,740           |                   |                   |                         |
| Detective Vehicle                  | Variable                    | Replacement              |                   |                  | 50,000           |                   |                   |                         |
| Office Furniture                   | Variable                    | Replacement              |                   |                  |                  | 18,200            |                   |                         |
| Police Patrol Vehicles (2 w/equip) | Variable                    | Replacement              |                   |                  |                  | 130,000           |                   |                         |
| Police Patrol Vehicle (1 w/equip)  | Variable                    | Replacement              |                   |                  |                  |                   | 65,000            |                         |
| Detective Vehicle                  | Variable                    | Replacement              |                   |                  |                  |                   | 52,000            |                         |
| <b>TOTAL BY FISCAL YEAR</b>        |                             |                          | <b>\$ 505,738</b> | <b>\$ 62,000</b> | <b>\$ 81,740</b> | <b>\$ 148,200</b> | <b>\$ 117,000</b> | <b>\$ -</b>             |

| <i>Item</i>                       | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 28-29</i>   | <i>FY 29-30</i> | <i>FY 30-31</i>  | <i>FY 31-32</i> | <i>FY 32-33</i>  | <i>Future<br/>Needs</i> |
|-----------------------------------|-----------------------------|--------------------------|-------------------|-----------------|------------------|-----------------|------------------|-------------------------|
| Jaws of Life (Tier 2)             | Variable                    | Replacement              | 62,500            |                 |                  |                 |                  |                         |
| In-Car Camera Systems             | Variable                    | Replacement              | 86,500            |                 |                  |                 |                  |                         |
| Police Patrol Vehicle (2 w/equip) | Variable                    | Replacement              | 130,000           |                 |                  |                 |                  |                         |
| Police Patrol Vehicle (1 w/equip) | Variable                    | Replacement              |                   |                 | 68,000           |                 |                  |                         |
| Detective Vehicle                 | Variable                    | Replacement              |                   |                 |                  |                 | 55,000           |                         |
| <b>TOTAL BY FISCAL YEAR</b>       |                             |                          | <b>\$ 279,000</b> | <b>\$ -</b>     | <b>\$ 68,000</b> | <b>\$ -</b>     | <b>\$ 55,000</b> | <b>\$ -</b>             |

CITY OF LEON VALLEY  
COMMUNITY CENTER FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

| <i>Item</i>                         | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 23-24</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>Future<br/>Needs</i> |
|-------------------------------------|-----------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
| Conference Center Kitchen           | New                         | New                      | 60,000          |                 |                 |                 |                 |                         |
| Conference Center Floors            | 2006                        | Replacement              |                 | 15,000          |                 |                 |                 |                         |
| Conference Center Accordion Doors   | 1998                        | Replacement              |                 | 12,000          |                 |                 |                 |                         |
| Conference Center Tables and Chairs |                             | Replacement              |                 | 25,000          |                 |                 |                 |                         |
| <b>TOTAL BY FISCAL YEAR</b>         |                             |                          | \$ 60,000       | \$ 52,000       | \$ -            | \$ -            | \$ -            | \$ -                    |

| <i>Item</i>                    | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 28-29</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>Future<br/>Needs</i> |
|--------------------------------|-----------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
| AVC (2) Units Community Center | 2018                        | Replacement              | 28,000          | 25,000          |                 |                 |                 |                         |
| Conference Center AV Equipment | 2019                        | Replacement              |                 |                 |                 |                 |                 |                         |
| <b>TOTAL BY FISCAL YEAR</b>    |                             |                          | \$ 28,000       | \$ 25,000       | \$ -            | \$ -            | \$ -            | \$ -                    |

CITY OF LEON VALLEY  
POLICE FORFEITURE 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

| <i>Item</i>                        | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY 23-24</i>   | <i>FY 24-25</i>   | <i>FY 25-26</i>  | <i>FY 26-27</i>   | <i>FY 27-28</i>   | <i>Future<br/>Needs</i> |
|------------------------------------|-----------------------------|--------------------------|-------------------|-------------------|------------------|-------------------|-------------------|-------------------------|
| Video Server                       | Variable                    | Replacement              | 54,600            |                   |                  |                   |                   |                         |
| Multi Function Copier              | Variable                    | Replacement              | 8,750             |                   |                  |                   |                   |                         |
| Police Police Vehicles (2) w/equip | Variable                    | Replacement              | 130,000           |                   |                  |                   |                   |                         |
| Undercover Police Vehicle (1)      | Variable                    | Replacement              | 60,000            |                   |                  |                   |                   |                         |
| Detective Police Vehicle (2)       | Variable                    | Replacement              |                   | 100,000           |                  |                   |                   |                         |
| Police Patrol Vehicles (2) w/equip | Variable                    | Replacement              |                   | 124,000           |                  |                   |                   |                         |
| Mobile Digital Terminals           | Variable                    | Replacement              |                   |                   | 31,740           |                   |                   |                         |
| Detective Police Vehicles (1)      | Variable                    | Replacement              |                   |                   | 50,000           |                   |                   |                         |
| Undercover Police Vehicles (1)     | Variable                    | Replacement              |                   |                   |                  | 55,000            |                   |                         |
| Multi Function Copier              | Variable                    | Replacement              |                   |                   |                  | 8,750             |                   |                         |
| Police Patrol Vehicles (2) w/equip | Variable                    | Replacement              |                   |                   |                  | 126,000           |                   |                         |
| Police Patrol Vehicles (2) w/equip | Variable                    | Replacement              |                   |                   |                  | 126,000           |                   |                         |
| In-Car Camera Systems              | Variable                    | Replacement              |                   |                   |                  |                   | 100,000           |                         |
| Detective Police Vehicles (2)      | Variable                    | Replacement              |                   |                   |                  |                   |                   |                         |
| <b>TOTAL BY FISCAL YEAR</b>        |                             |                          | <b>\$ 253,350</b> | <b>\$ 224,000</b> | <b>\$ 81,740</b> | <b>\$ 315,750</b> | <b>\$ 100,000</b> | <b>\$ -</b>             |

CITY OF LEON VALLEY  
POLICE FORFEITURE 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2024

| <i>Item</i>                        | <i>Acquisition<br/>Date</i> | <i>Purchase<br/>Type</i> | <i>FY28-29</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>Future<br/>Needs</i> |
|------------------------------------|-----------------------------|--------------------------|----------------|-----------------|-----------------|-----------------|-----------------|-------------------------|
| Video Server                       | Variable                    | Replacement              | 54,600         |                 |                 |                 |                 |                         |
| In-Car Camera Systems              | Variable                    | Replacement              | 70,500         |                 |                 |                 |                 |                         |
| Multi Function Copier              | Variable                    | Replacement              | 9,300          |                 |                 |                 |                 |                         |
| Police Police Vehicles (2) w/equip | Variable                    | Replacement              | 130,000        |                 | 130,000         |                 |                 |                         |
| Police Patrol Vehicles (2) w/equip | Variable                    | Replacement              |                |                 | 55,000          |                 |                 |                         |
| Undercover Police Vehicles (1)     | Variable                    | Replacement              |                |                 | 50,000          |                 |                 |                         |
| Detective Police Vehicles (1)      | Variable                    | Replacement              |                |                 |                 |                 |                 |                         |
| TOTAL BY FISCAL YEAR               |                             |                          | \$ 264,400     | \$ -            | \$ 235,000      | \$ -            | \$ -            | \$ -                    |

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, RATIFYING THE FISCAL YEAR 2024 BUDGET THAT WILL RAISE LESS REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$5,553, WHICH IS A .0010246 PERCENT DECREASE FROM LAST YER'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLLS THIS YEAR IS \$10,026.27.**

**WHEREAS**, during the 80<sup>th</sup> Legislative Session, the Texas legislature enacted H.B. No. 3195 to amend Section 102.007 by adding Subsection (c) to the Texas Local Government Code; and

**WHEREAS**, said Subsection (c) states that the adoption of a budget to raise less revenue from property taxes than in the previous year requires a ratification of the property tax increase reflected in the budget; and

**WHEREAS**, City Council desires to raise less revenue from property taxes in the FY 2024 Budget than in the FY 2023 Budget by \$5,553 or .0010246 percent; and

**WHEREAS**, it is necessary to ratify the property tax decrease reflected in the FY 2024 Budget.

**NOW, THEREFORE: BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**SECTION 1.** The Annual Budget for the City of Leon Valley, Texas, for the Fiscal Year 2024, that will raise less total property taxes than the FY 2023 Budget by \$5,553 or .0010246 percent is hereby ratified.

**SECTION 2.** No expenditure of the funds of the City shall be made during said fiscal year except in strict compliance with the FY 2024 Adopted Budget.

**SECTION 3.** This Resolution shall become effective immediately upon passage by four (4) or more affirmative votes of the entire City Council; otherwise, said effective date shall be ten (10) days from the date of passage hereof.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the 5<sup>th</sup> day of September 2023.

**ORD. NO. 11-xx**

**AN ORDINANCE ESTABLISHING AND ADOPTING FOR THE PURPOSE OF TAXATION FOR THE CALENDAR YEAR 2023 AND FISCAL YEAR 2024; LEVYING A TAX OF \$0.433176 FOR MAINTENANCE AND OPERATIONS AND \$0.051563 FOR THE INTEREST AND SINKING FUND FOR A TOTAL TAX RATE OF \$0.484739 ON ALL PROPERTY SUBJECT TO TAXATION AND SITUATED IN THE CITY OF LEON VALLEY, TEXAS, ON THE FIRST DAY OF JANUARY 2023; ESTABLISHING THE RATE OF SAID LEVY; DETERMINING DUE DATE, DELINQUENT DATE, INTEREST RATES ON DELINQUENCIES, AND FOR PENALTIES FOR DELINQUENCIES; AND DETERMINING AND ENACTING OTHER MATTERS PERTINENT, NECESSARY AND INCIDENT TO THE SUBJECT; AND PROVIDING A SAVINGS CLAUSE.**

**WHEREAS**, it is necessary to impose a tax of \$0.433176 for maintenance and operations shall be levied on all persons and property, real and personal within the City; and

**WHEREAS**, it is also necessary to impose a tax of \$0.051563 for the interest and sinking fund shall be levied on all persons and property, real and personal within the City; and

**WHEREAS**, in connection with said taxes, a total tax rate of \$0.484739 shall be levied on all property situated in the City of Leon Valley, shall be subject to taxation on the first day of January 2023; and

**WHEREAS**, also in connection with said taxes, taxes for the calendar year 2023 shall become due and payable October 1, 2023, and shall be delinquent on February 1, 2024; and

**WHEREAS**, it is necessary that all delinquent taxes shall bear interest at the rate of six (6) percent for the first month of delinquency and one (1) percent for each additional month or part of a month from the date of delinquency; and

**WHEREAS**, it is necessary that a tax delinquent on July 1, 2024 incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent; and

**WHEREAS**, it is also necessary to impose a penalty for failure to pay said taxes on or before January 31, 2024 for each successive month said tax remains unpaid; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

1. A tax is hereby levied on all persons and property, real and personal, within the City of Leon Valley, Texas, subject to taxation by the laws of this State, and situated within the City on the 1st day of January 2023 and the rate of said tax is hereby fixed and determined to be at the rate of \$0.484739 per each \$100 dollars of property valuation. The property tax rate is hereby allocated as follows:



- a. \$0.433176 per each \$100 dollars of property valuation for Maintenance and Operations (M&O), said tax being hereby levied for the calendar year beginning January 1, 2023 and ending December 31, 2023 for expenditure during the fiscal year beginning October 1, 2023 and ending September 30, 2024.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate.

The tax rate will effectively be raised by 2.87% percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$12.10.

- b. \$0.051563 per each \$100 dollars of property valuation for the Interest and Sinking Fund (I&S), said tax being hereby levied for the calendar year beginning January 1, 2023 and ending December 31, 2023 for expenditure during the fiscal year beginning October 1, 2023 and ending September 30, 2024.
2. It is hereby determined that the taxes above levied shall become due and payable on October 1, 2023, and all such taxes not paid on or before January 31, 2024, shall be and become delinquent on February 1, 2024.
  3. The following penalty and interest is hereby imposed on any person who fails to pay to the City of Leon Valley, Texas, all the taxes levied and imposed by the City upon his or her property for the year 2023 on or before the 31st day of January 2024:
    - a. A delinquent tax incurs a penalty of six (6) percent of the amount of the tax for the first calendar month it is delinquent plus one (1) percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, a tax delinquent on July 1 incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax continues to incur the penalty provided by this section as long as the tax remains unpaid, regardless of whether a judgment for the delinquent tax has been rendered.
    - b. If a person who exercises the split-payment option provided by Section 31.03 of the Texas Property Tax Code fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of twelve (12) percent of the amount of the unpaid tax.
    - c. If a person qualifies for a four payment plan on property taxes imposed on that person's property they may choose to make four equal installments without penalty and interest if the first installment is paid before February 1 and is accompanied by notice to the taxing unit that the person will pay the remaining taxes in three equal installments. The second payment is due before April 1 and the third installment is due before June 1. Payments are due under the four payment plan as follows:

1<sup>st</sup> payment – January 31st

2<sup>nd</sup> payment – March 31st

3<sup>rd</sup> payment – May 31<sup>st</sup>

4<sup>th</sup> payment – July 31<sup>st</sup>

- d. If a person who qualifies for a 10 month payment plan on property taxes imposed on that person's property they may choose to make 10 monthly installments each month, for ten months, beginning in October and continuing monthly through July of the following year.
4. That all costs that may be allowed and imposed by law shall be and the same are hereby imposed in addition to penalties and interest accruing under the provisions hereof against any property upon which taxes are delinquent.
5. That on any list prepared showing delinquent taxes for the City of Leon Valley, Texas, it shall not be necessary for the assessor and collector of taxes to show on any such list the penalties, interest and costs accrued against any land, lot and/or property delinquent in taxes, but in each and every instance all such penalties, interest and costs shall be and remain a charge imposed hereby, with the same force and effect as if listed on any such list of delinquent taxes, and the said assessor and collector shall calculate and charge all such penalties, interest and costs on all delinquent tax statements, or delinquent tax reports issued by him.
6. The tax hereby levied is levied for the purpose specified in and authorized by Vernon's Tax Code, Title 3, Chapter 302, Section 302.001(a), and none other, to-wit: For current expenses, and for the construction or purchase of public buildings, water works, sewers, and other permanent improvements within the limits of the City and the construction and improvement of the roads, bridges and streets of the City within its limits.
7. That the provisions of this ordinance are severable in the event any provision hereof shall be declared invalid by a Court of competent jurisdiction of this State, and it is hereby declared that the remaining provisions hereof would have been enacted notwithstanding such judicial determination and all remaining valid provisions hereof shall continue to be and remain in full force and effect.
8. This Ordinance shall take effect immediately from and after its passage.
9. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was give as required by the Open Meetings Act.

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Mayor

ATTEST:

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City Secretary

APPROVED AS TO FORM:

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City Attorney

# 2023 Property Tax Rate (Ordinance 1st Read)

Crystal Caldera  
City Manager

City Council Meeting  
September 5, 2023

# Overview

- No-New-Revenue Tax Rate formerly known as the Effective Rate is generally equal to the total tax rate needed to raise the same amount of property tax revenue for the same properties in both the tax years

# Overview

- Voter-Approval Tax Rate previously know as the Rollback Tax Rate provides the taxing unit with about the same amount of tax revenue it spent the previous year for day-to-day operations plus an extra 3.5% (previously 8%) increase for operations and sufficient funds to pay debts in the coming year
- Voter-Approval Tax Rate is the No-New-Revenue maintenance and operations tax rate times the 1.035 plus the current debt

# Overview

- The 2022 adopted tax rate
  - \$0.484739
- The calculated 2023 No-new-revenue tax rate
  - \$.421076
- The calculated 2023 Voter-approved tax rate
  - \$0.500397
- The 2023 proposed tax rate
  - \$0.484739 (same tax rate as last year)



# Overview

## Proposed Tax Rates

{Section}.78.

|       | <b>Tax Year 2022/Adopted</b> | <b>Tax Year 2023/Proposed</b> | <b>Difference</b> |
|-------|------------------------------|-------------------------------|-------------------|
| M&O   | \$ 0.438304                  | \$ 0.433176                   | \$ (0.005128)     |
| I&S   | \$ 0.046435                  | \$ 0.051563                   | \$ 0.005128       |
| TOTAL | \$ 0.484739                  | \$ 0.484739                   | \$ -              |



# Overview

{Section}.78.

## Original Taxable Value Before New Exemptions (\$0.484739)

| <b><i>Average Home Value Increase</i></b>                   |            |          |
|---|------------|----------|
| TY 2022   | TY 2023    | Increase |
| \$230,715   | \$254,101  | \$23,386 |
| <b>Average Tax Increase Due to Appraised Value Increase</b> |            |          |
| TY 2022   | TY 2023    | Increase |
| \$1,118.37  | \$1,231.73 | \$113.36 |

# Overview

{Section}.78.

## New Taxable Value and Tax After New Exemptions (\$0.484739)

| <b><i>Average Home Value Decrease</i></b>         |           |            |
|---|-----------|------------|
| TY 2022   | TY 2023   | Increase   |
| \$230,715   | \$204,675 | (\$26,040) |
| <b>Average Tax Decrease Due to Value Decrease</b> |           |            |
| TY 2022   | TY 2023   | Increase   |
| \$1,118.37  | \$992.14  | (\$126.23) |

# Next Steps

- Hold a Public Hearing on the proposed tax rate of \$0.484739, which is the same tax rate as last year
  - September 19, 2023
- Vote to adopt the proposed 2023 tax rate of \$0.484739
  - September 19, 2023

# 2023 Property Tax Rate (Ordinance 1st Read)

Crystal Caldera  
City Manager

City Council Meeting  
September 5, 2023

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** September 05, 2023

**TO:** Mayor and Council

**FROM:** Sandra Passailaigue, City Secretary

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Amending Appendix A Fee Schedule, A2.000 Administrative Fees

**SPONSOR(S):** (N/A)

**PURPOSE**

To discuss a proposed Ordinance amending the Leon Valley Code of Ordinances, Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Appendix A Fee Schedule, A2.000 Administrative Fees

1. To amend the Code requiring an annual renewal of alcoholic beverage permits to a biannual renewal, which is what TABC requires;
2. To include a \$25 certification fee to the application process which is a cost-of-service fee.
3. To remove the section related to sales near churches, public schools, or private schools entirely.

Churches - Establishments that sell alcohol are frequently located in or near shopping centers and small churches sometimes also rent spaces in these centers, which then places the alcoholic beverage store in non-conforming status.

Schools – Minors are already prohibited from purchasing alcohol. Private schools are being established in buildings that previously had other uses (School of Science and Technology – Discovery is located in an old grocery store adjacent to the HEB Marketplace). This places the alcoholic beverage stores near them in non-conforming status.

**SEE LEON VALLEY**

Social – To assist the business owners in making the permit process mirror that of the state.

Economic – Will improve communication with businesses by streamlining the permit process.

Environmental – N/A

**FISCAL IMPACT**

Alcohol sales generate sales tax, which increases the city revenue base.

**STRATEGIC GOALS**

The initiative is specifically listed in the 2013 – 2014 Strategic Goals, (7) “Pursue Revenue Enhancements to Enhance City Operations”.

**RECOMMENDATION**

This is a continuation of last year’s adopted update to this Chapter of the City’s Code of Ordinances. It is staff’s recommendation to approve these remaining amendments.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

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## ARTICLE 4.03 ALCOHOLIC BEVERAGES<sup>1</sup>

### ***DIVISION 1. GENERALLY***

#### **Sec. 4.03.001 Penalty**

Each violation of this article shall be punishable by a fine in accordance with section 1.01.009 of this Code. Each day shall constitute a separate offense.

(1972 Code, sec. 13.302; 2008 Code, sec. 4.03.001; Ordinance adopting 2017 Code)

#### **Secs. 4.03.002—4.03.030 Reserved**

### ***DIVISION 2. LICENSE AND PERMIT FEES<sup>2</sup>***

#### **Sec. 4.03.031 Definitions**

Except as otherwise provided in this section, all words, and phrases in this article, which are defined in the Texas Alcoholic Beverage Code, shall, for the purposes of this article, have the definition ascribed to them in such Act.

*Code* means the Texas Alcoholic Beverage Code as same may be amended, revised or re-codified in the future.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.032 Code adopted**

The Texas Alcoholic Beverage Code is hereby adopted and made part of this article by reference for all purposes as though fully set out herein.

( Ord. No. 2022-54 , § II, 12-6-2022)

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<sup>1</sup>State law reference(s)—Regulation of alcoholic beverages generally, V.T.C.A., Alcoholic Beverage Code; local regulation of alcoholic beverages, V.T.C.A., Alcoholic Beverage Code, § 109.31 et seq.

<sup>2</sup>Ord. No. 2022-54 , § II, adopted December 6, 2022, amended in its entirety the former Division 2, §§ 4.03.031—4.03.036, and enacted a new Division 2 as set out herein. The former Division 2 pertained to similar subject matter and derived from 1972 Code, secs. 13.101—13.104, 13.201, 13.301; 2008 Code, secs. 4.03.031—4.03.036.

State law reference(s)—Local fee authorized on alcoholic beverage permits, V.T.C.A., Alcoholic Beverage Code, § 11.38; local fee authorized on alcoholic beverage licenses, V.T.C.A., Alcoholic Beverage Code, § 61.36.

### Sec. 4.03.033 Hours for sale and consumption

The "Standard Hours Area" provisions as established by Chapter 105 of the Texas Alcoholic Beverage Code are hereby adopted for the City of Leon Valley.

( Ord. No. 2022-54 , § II, 12-6-2022)

### Sec. 4.03.034 Late hours permit

- (a) *Adoption of extended hours by city.* All establishments in the city limits and in compliance with the conditions of the city late hours permit will have their application for extended hours approved by the city secretary. The late hours permit holder may thereafter legally offer alcohol for sale between midnight and 2:00 a.m. on any day, as prescribed by Texas Alcoholic Beverage Code §§ 105.03 and 105.05.
- (b) *Application for late hours permits.* Establishments seeking extended sale of alcohol hours must file an application for a permit with the Texas Alcoholic Beverage Commission and with the office of the city secretary. Applications for late hour permits must be approved by the city secretary before an establishment can observe extended hours in the city. An establishment seeking a permit from the city must pay a fee of one-half of the fee charged by the state for a mixed beverage late hours permit, except when said fee is waived according to the provisions of the Texas Alcoholic Beverage Code.
  - (1) An application for a permit must include but may not be limited to the following provisions: name, title, address, and telephone number of the authorized representative of the applicant.
  - (2) The application must include a sworn affidavit demonstrating that:
    - a. At least 51 percent of the establishment's gross daily receipts will be non-alcohol; and
    - b. The establishment will continue offering for sale food or its other non-alcohol commodities or services for the duration of the extended alcohol service hours.
  - (3) The city secretary shall make a determination on an application for a permit on or before the 30th day after the date the application was filed.
- (c) *Appeals process.* An applicant or permittee whose application is denied, or permit is revoked by the city secretary under the provisions of this article may appeal the city secretary's decision to city council.
- (d) *City late hours permit.* The city secretary may not grant a permit unless the applicant has complied with the requirements of the application. Continued operation of late hours is conditioned on compliance with the statements in the affidavit for the entirety of the permit period.
  - (1) The permit must show that the establishment may:
    - a. Legally offer alcohol for sale between midnight and 2:00 a.m. any day, as prescribed by Texas Alcoholic Beverage Code, §§ 105.03 and 105.05.
    - b. Conditioned on:
      - 1. At least 51 percent of the establishment's gross daily receipts being non-alcohol; and
      - 2. The establishment continuing to offer the sale food or its other non-alcohol commodities or services for the duration of the extended alcohol service hours; and
    - c. The time frame for which the permit is valid.
  - (2) Compliance procedure. The permit holder shall fully cooperate with city officials, the Texas Alcoholic Beverage Commission, and local law enforcement in their efforts deemed reasonably necessary to



ensure compliance with the conditions of the permit. Compliance may be assessed by, but is not limited to, the following mechanisms: random audits, checking receipts upon yearly application, and reporting by citizens.

- (3) Expiration. The permit will expire - two years from the date on which it is granted. The establishment must apply for the permit every two years to maintain extended hours. The establishment's compliance with the conditions of the permit will be formally re-evaluated with each yearly application.
- (4) Permit revocation. If a permit holder fails to comply with this article or applicable state law, a permit issued under this article may be revoked for a period of six months.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.035 City fees levy**

- (a) *Levy against permit.* The city does hereby levy a city alcoholic beverage fee equal to one-half of the state fee, as provided by Section 11.38, of the Texas Alcoholic Beverage Code and other relevant provisions of said code, against each permit issued. Notwithstanding the forgoing, the following shall be exempted from the levy:
  - (1) Agent's, industrial, carrier's, private carrier's, private club registration, local cartage, storage, and temporary wine and beer retailer's permits.
  - (2) Wine and beer retailer's permit issued for a dining, buffet, or club car; and
  - (3) A mixed beverage permit during the three-year period following the issuance of the permit.
- (b) *Levy against licenses.* The city does hereby levy a city alcoholic beverage fee equal to one-half of the state fee, as provided by Section 61.36, of the Texas Alcoholic Beverage Code and other relevant provisions of said Code, against every permittee who is domiciled within the corporate limits of the city and who holds a permit from the state alcoholic beverage commission for the purchase, transportation, importation, sale or manufacture of alcoholic beverages or other permits in regard thereto; except a temporary or agent's beer license, issued for premises located within the county.
  - (1) A licensee who sells an alcoholic beverage without first having paid a fee levied under this section commits a Class "C" misdemeanor punishable by a fine of not less than \$10.00 nor more than \$200.00.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.036 Beverage fee due date; fees for portion of year; separate fee for each outlet**

- (a) All fees levied by this article shall be due and payable in advance for two year from the date of the issuance of the permit or license issued by the state alcoholic beverage commission, unless such fee is collected for only a portion of the year. In such event, the fee required shall cover the period of time from the date of such permit to midnight of the last day of August succeeding and only the proportionate part of the fee levied for such permit shall be collected. The fractional part of any month remaining shall be counted as one month in calculating the fee which shall be due.
- (b) A separate fee shall be paid for each sales location in this city.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.037 Refund of fees**

No refund of the fee shall be made for any reason, except when the permittee is prevented from continuing in business by reason of the result of a local option election, or a rejection of an application for a permit by the state alcoholic beverage commission or its administrator.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.038 Display of city alcoholic beverage fee receipt**

The City of Leon Valley Alcoholic Beverage Fee Receipt shall be displayed in a conspicuous place at all times on the licensed premises. Failure to so display said receipt shall constitute of Class "C" misdemeanor punishable by a fine of not less than \$10.00 nor more than \$200.00.

( Ord. No. 2022-54 , § II, 12-6-2022)

#### **Sec. 4.03.039 Cancellation or denial of license or permit**

- (a) The commission or administrator may cancel or deny a license for the retail sale of alcoholic beverages, including a license held by the holder of a food and beverage certificate, if it finds that the license holder or applicant has not paid delinquent ad valorem taxes due on that licensed premises or due from a business operated on that premises to any taxing authority in the county of the premises. For purposes of this subsection, a license holder or applicant is presumed delinquent if the payment of taxes due from the license holder or applicant:
  - (1) Is placed on a delinquent tax roll prepared under Section 33.03, Tax Code.
  - (2) Has received a notice of delinquency under Section 33.04, Tax Code; and
  - (3) Has not made a payment required under Section 42.08, Tax Code.
- (b) The city may cancel or deny an application or permit issued by the city if the permit holder or applicant has not paid delinquent ad valorem taxes due on the permitted premises or due from a business operated on the premises to any taxing authority in the county of the premises. Failure to renew on time with the city, may also result in permit cancellation.

( Ord. No. 2022-54 , § II, 12-6-2022)

**ORDINANCE NO. 2023-\_\_**

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, CITY COUNCIL AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER 4, BUSINESS REGULATIONS, ARTICLE 4.03 ALCOHOLIC BEVERAGES REMOVING SECTION 4.03.033 SALES NEAR CHURCHES, PUBLIC SCHOOLS, OR PRIVATE SCHOOLS; AMENDING SECTION 4.03.035 LATE HOURS PERMIT (d)(3) ALLOWING FOR A TWO YEAR PERMIT; AMENDING SECTION 4.03.037 BEVERAGE FEE DUE DATE; FEES FOR PORTION OF YEAR; SEPARATE FEE FOR EACH OUTLET (a) ALLOWING FOR A TWO YEAR PERMIT; AND APPENDIX A FEE SCHEDULE, ARTICLE A5.00 ALCOHOLIC BEVERAGE ESTABLISHMENTS ADDING LATE HOURS PERMIT FEE; REPEALING ALL ORDINANCES IN CONFLICT THERWITH; PROVIDING FOR SEVERABILITY; SAVINGS CLAUSE; EFFECTIVE DATE; NOTICE OF OPEN MEETINGS; AND PROVIDING FOR A PENALTY.**

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**WHEREAS**, The authority of a City to regulate the manufacture, sale, distribution, transportation, and possession of alcoholic beverages is restricted by the Texas Alcoholic Beverage Code; and

**WHEREAS**, The City of Leon Valley City Council wishes to update Chapter 4 Business Regulations, Article 4.03 Alcoholic Beverages governing the sale of alcoholic beverages within the City by removing distance requirements and extending the late hours permit due date to two years; and

**WHEREAS**, the City Council has established fees for a variety of City services, has from time to time amended the Fee Schedule as needed to cover the cost of services provided in accordance with the City's authority under state law, and has codified the Fee Schedule as Appendix A of the Code of Ordinances of the City ("Fee Schedule"); and

**WHEREAS**, having reviewed the fees for a Late Hours Permit, the City Council has determined those fees to be reasonable, commensurate with the services provided, are not excessive, and are necessary fees for the services provided to Leon Valley citizens; and

**WHEREAS**, The City of Leon Valley City Council believes that it is in the best interest of the citizens of Leon Valley to amend Chapter 4, Article 4.03 Alcoholic Beverages; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:**

**SECTION I.** All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Leon Valley and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

**SECTION II.** Chapter 4 Business Regulations, Article 4.03 Alcoholic Beverages, Article 4.03 shall read as follows:

**ARTICLE 4.03 ALCOHOLIC BEVERAGES<sup>1</sup>*****DIVISION 1. GENERALLY*****Sec. 4.03.001 Penalty**

Each violation of this article shall be punishable by a fine in accordance with section 1.01.009 of this Code. Each day shall constitute a separate offense.

**Secs. 4.03.002—4.03.030 Reserved*****DIVISION 2. LICENSE AND PERMIT FEES<sup>2</sup>*****Sec. 4.03.031 Definitions**

Except as otherwise provided in this section, all words, and phrases in this article, which are defined in the Texas Alcoholic Beverage Code, shall, for the purposes of this article, have the definition ascribed to them in such Act.

*Code* means the Texas Alcoholic Beverage Code as same may be amended, revised or re-codified in the future.

**Sec. 4.03.032 Code adopted**

The Texas Alcoholic Beverage Code is hereby adopted and made part of this article by reference for all purposes as though fully set out herein.

**Sec. 4.03.033 Hours for sale and consumption**

The "Standard Hours Area" provisions as established by Chapter 105 of the Texas Alcoholic Beverage Code are hereby adopted for the City of Leon Valley.

**Sec. 4.03.034 Late hours permit**

- (a) *Adoption of extended hours by city.* All establishments in the city limits and in compliance with the conditions of the city late hours permit will have their application for extended hours approved by the city secretary. The late hours permit holder may thereafter legally offer alcohol for sale between midnight and 2:00 a.m. on any day, as prescribed by Texas Alcoholic Beverage Code §§ 105.03 and 105.05.
- (b) *Application for late hours permits.* Establishments seeking extended sale of alcohol hours must file an application for a permit with the Texas Alcoholic Beverage Commission and with the office of the city secretary. Applications for late hour permits must be approved by the city secretary before an establishment can observe extended hours in the city. An establishment seeking a permit from the city must pay

a fee of one-half of the fee charged by the state for a mixed beverage late hours permit, except when said fee is waived according to the provisions of the Texas Alcoholic Beverage Code.

- (1) An application for a permit must include but may not be limited to the following provisions: name, title, address, and telephone number of the authorized representative of the applicant.
- (2) The application must include a sworn affidavit demonstrating that:
  - a. At least 51 percent of the establishment's gross daily receipts will be non-alcohol; and
  - b. The establishment will continue offering for sale food or its other non-alcohol commodities or services for the duration of the extended alcohol service hours.
- (3) The city secretary shall make a determination on an application for a permit on or before the 30th day after the date the application was filed.
- (c) *Appeals Process.* An applicant or permittee whose application is denied, or permit is revoked by the city secretary under the provisions of this article may appeal the city secretary's decision to city council.
- (d) *City Late Hours Permit.* The city secretary may not grant a permit unless the applicant has complied with the requirements of the application. Continued operation of late hours is conditioned on compliance with the statements in the affidavit for the entirety of the permit period. The non-refundable fee for the certification of the application by the city secretary is \$25.00.
  - (1) The permit must show that the establishment may:
    - a. Legally offer alcohol for sale between midnight and 2:00 a.m. any day, as prescribed by Texas Alcoholic Beverage Code, §§ 105.03 and 105.05.
    - b. Conditioned on:
      1. At least 51 percent of the establishment's gross daily receipts being non-alcohol; and
      2. The establishment continuing to offer the sale food or its other non-alcohol commodities or services for the duration of the extended alcohol service hours; and
    - c. The time frame for which the permit is valid.
  - (2) Compliance procedure. The permit holder shall fully cooperate with city officials, the Texas Alcoholic Beverage Commission, and local law enforcement in their efforts deemed reasonably necessary to ensure compliance with the conditions of the permit. Compliance may be assessed by, but is not limited to, the following mechanisms: random audits, checking receipts upon yearly application, and reporting by citizens.
  - (3) Expiration. The permit will expire - two years from the date on which it is granted. The establishment must apply for the permit every two years to maintain

extended hours. The establishment's compliance with the conditions of the permit will be formally re-evaluated with each yearly application.

- (4) Permit revocation. If a permit holder fails to comply with this article or applicable state law, a permit issued under this article may be revoked for a period of six months.

**Sec. 4.03.035 City fees levy**

- (a) *Levy against permit.* The city does hereby levy a city alcoholic beverage fee equal to one-half of the state fee, as provided by Section 11.38, of the Texas Alcoholic Beverage Code and other relevant provisions of said code, against each permit issued. Notwithstanding the forgoing, the following shall be exempted from the levy:
- (1) Agent's, industrial, carrier's, private carrier's, private club registration, local cartage, storage, and temporary wine and beer retailer's permits.
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- (1) A licensee who sells an alcoholic beverage without first having paid a fee levied under this section commits a Class "C" misdemeanor punishable by a fine of not less than \$10.00 nor more than \$200.00.

**Sec. 4.03.036 Beverage fee due date; fees for portion of year; separate fee for each outlet**

- (a) All fees levied by this article shall be due and payable in advance for two year from the date of the issuance of the permit or license issued by the state alcoholic beverage commission, unless such fee is collected for only a portion of the year. In such event, the fee required shall cover the period of time from the date of such permit to midnight of the last day of August succeeding and only the proportionate part of the fee levied for such permit shall be collected. The fractional part of any month remaining shall be counted as one month in calculating the fee which shall be due.
- (b) A separate fee shall be paid for each sales location in this city.

**Sec. 4.03.037 Refund of fees**

No refund of the fee shall be made for any reason, except when the permittee is prevented from continuing in business by reason of the result of a local option election, or a rejection of an application for a permit by the state alcoholic beverage commission or its administrator.

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The City of Leon Valley Alcoholic Beverage Fee Receipt shall be displayed in a conspicuous place at all times on the licensed premises. Failure to so display said receipt shall constitute a Class "C" misdemeanor punishable by a fine of not less than \$10.00 nor more than \$200.00.

**Sec. 4.03.039 Cancellation or denial of license or permit**

- (a) The commission or administrator may cancel or deny a license for the retail sale of alcoholic beverages, including a license held by the holder of a food and beverage certificate, if it finds that the license holder or applicant has not paid delinquent ad valorem taxes due on that licensed premises or due from a business operated on that premises to any taxing authority in the county of the premises. For purposes of this subsection, a license holder or applicant is presumed delinquent if the payment of taxes due from the license holder or applicant:
  - (1) Is placed on a delinquent tax roll prepared under Section 33.03, Tax Code.
  - (2) Has received a notice of delinquency under Section 33.04, Tax Code; and
  - (3) Has not made the payment required under Section 42.08, Tax Code.
- (b) The city may cancel or deny an application or permit issued by the city if the permit holder or applicant has not paid delinquent ad valorem taxes due on the permitted premises or due from a business operated on the premises to any taxing authority in the county of the premises. Failure to renew on time with the City may also result in permit cancellation.

*Appendix A – Fee Schedule, Article A5.00 Alcoholic Beverage Establishments shall read as follows:*

**Sec. A5.001 – License and Permit fees**

Alcoholic beverage license or permit fees as prescribed by state law.

Late Hours Permit Fee: \$25.00

**SECTION 3. REPEALER CLAUSE.** The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other ordinance.

**SECTION 4. SEVERABILITY CLAUSE.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in



adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**SECTION 5. SAVINGS CLAUSE.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION 6. EFFECTIVE DATE.** This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

**SECTION 7. NOTICE OF MEETING CLAUSE.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 8. PENALTY.** Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the 19th day of September, 2023.

**APPROVED**

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**CHRIS RILEY**  
MAYOR

Attest:

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

Approved as to Form:

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**NICOLE WARREN**  
City Attorney

An Ordinance Amending Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Amending Appendix A Fee Schedule, A2.000 Administrative Fees

Saundra Passailaigue  
City Secretary  
City Council Meeting  
September 05, 2023

# Summary

- Question
  - **City Council is being asked to consider an Ordinance Amending Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Amending Appendix A Fee Schedule, A2.000 Administrative Fees.**
- Options
  - Recommended:
    1. No change.
    2. Allow the amendment as requested.
    3. Modify the proposed amendment.
  - Denial
  - Other
- Declaration
  - This is a continuation of last year's adopted update to this Chapter of the City's Code of Ordinances. It is staff's recommendation to approve these remaining amendments.

# Purpose

To discuss a proposed Ordinance amending the Leon Valley Code of Ordinances, Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Appendix A Fee Schedule, A2.000 Administrative Fees

- 1. To amend the Code requiring an annual renewal of alcoholic beverage permits to a biannual renewal, which is what TABC requires.**
- 2. To include a \$25 Certification Fee to the application process; this is a cost-of-service fee.**

# Purpose / Background

## **3. To remove the section related to sales near churches, public schools, or private schools entirely.**

Churches - Establishments that sell alcohol are frequently located in or near shopping centers and small churches sometimes also rent spaces in these centers, which then places the alcoholic beverage store in non-conforming status.

Schools – Minors are already prohibited from purchasing alcohol. Private schools are being established in buildings that previously had other uses (School of Science and Technology – Discovery is located in an old grocery store adjacent to the HEB Marketplace). This places the alcoholic beverage stores near them in non-conforming status.

# Fiscal Impact

Alcohol sales generate sales tax, which increases the City revenue base.

# Recommendation

This is a continuation of last year's adopted update to this Chapter of the City's Code of Ordinances. It is staff's recommendation to approve these remaining amendments.

# S.E.E. Statement

Social Equity – To assist the business owners in making the permit process mirror that of the state.

Economic Development- Will improve communication with businesses by streamlining the permit process.

Environmental Stewardship – Not Applicable



## MAYOR AND COUNCIL COMMUNICATION

**DATE:** September 5, 2023

**TO:** Mayor and Council

**FROM:** Dr. Crystal Caldera, City Manager

**SUBJECT:** Presentation, Discussion and Direction to Amend an ordinance amending the City of Leon Valley Code of Ordinances, Chapter 1, Article 1.04 City Council, Sec. 1.04.001 Rules of Meeting Decorum and Conduct, adding executive session meeting time of 6:00 p.m. and prohibiting outside presentations.

### **PURPOSE**

At the August 10, 2023, council retreat, the council requested an ordinance amending the City of Leon Valley Code of Ordinances, Chapter 1, Article 1.04 City Council, Sec. 1.04.001 Rules of Meeting Decorum and Conduct, adding executive session meeting time of 6:00 p.m. and prohibiting outside presentations.

### **FISCAL IMPACT**

N/A

### **SEE LEON VALLEY**

***Social Equity*** – N/A

***Economic Development*** – N/A

***Environmental Stewardship*** – N/A

### **RECOMMENDATION**

City Council Discretion.

ATTEST :

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**EXHIBIT A****Sec. 1.04.001 Rules of meeting decorum and conduct**

- (a) *Definitions.* In this section the terms set out in italics (italics) shall have the meanings prescribed below:

*Agenda.* The published agenda of each public meeting.

*Citizen.* Any person, other than a member or staff, who wishes to speak at a public meeting.

*Member.* An elected or appointed member of city council.

*Presiding Officer.* The mayor or the member presiding over the public meeting in the absence of the mayor.

*Public meeting.* Any meeting of a quorum of the members where the business of the city is discussed.

*Staff.* An employee of, or consultant contracted by, the city.

- (b) *Meetings times.* A regular city council meeting shall be held on both the first and third Tuesdays of each month beginning at 6:30 p.m. In the event that the meeting date falls on a holiday, the meeting will be rescheduled. Regular city council meetings may be cancelled or rescheduled, and the meeting time adjusted upon a majority vote by city council. Special meetings may be called as provided by law. A Closed Executive Session may be held in accordance with regular meeting times and shall begin at 6:00 p.m. Outside presentations are prohibited, however, the city council has discretion to include any city officers and employees whose participation is necessary to the matter under consideration.

- (c) *Meetings to be open to the public.* Meetings of the council shall always be open to the general public except as may be specifically provided by state law, and no vote or action of any kind shall ever be taken by the city council except at a regular meeting or at a lawfully called special meeting.

- (d) *Conducting meetings.*

- (1) *Participation by citizens.* Citizens may provide comments, testimony and evidence at the times designated as follows:

- A. During "Citizens to be heard."
- B. Prior to city council's decision or vote on any posted agenda item.
- C. At any posted public hearing

- (2) *Appearance.* Citizens may appear in person.

Citizens may appear by written appearance for items on the agenda. Written comments must be:

- A. Email to:  
citizenstobeheard@leonvalleytexas.gov
- B. Mail to:  
Leon Valley Public Comments  
6400 Verde Road  
Leon Valley, Texas 78238
- C. Received prior to the start of the meeting to ensure comments are read during the meeting. At the request of any council member and/or Mayor a citizen comment may be read.
- D. During the Citizens to be Heard section of the agenda no written comments will be read aloud during the meeting.

- E. Fax to: (210) 684-4476
- (3) *Recognition by presiding officer.* A citizen shall be recognized by the presiding officer before speaking. Citizens may speak only one time at each of the following for up to three minutes at any posted: (a) citizens to be heard; (b) agenda items; or (c) public hearing. The presiding officer may extend the time to speak, on the officer's own initiative or at the request of a member; provided in contested matters all views are treated fairly and equally. All city council members, staff, citizens, and visitors to the chamber shall be recognized first by the chair to speak by raising their hand.
- (4) *Ceremonial and informational presentations.* All ceremonial items and informational presentations, at the beginning of scheduled business meetings.
- (e) *Disruptive behavior.* Members, staff, and citizens to include any citizen communications shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting. When any person is addressing city council, staff or citizens, no personal attacks on staff, citizens or city council shall be allowed. To be determined by the Mayor.
- (f) *Enforcement.* These rules shall be administered and enforced by the presiding officer of such city council, subject to appeal by its members as provided herein.
- (1) The presiding officer shall warn any person displaying behavior that he or she shall be required to leave the meeting room if the disruption continues.
- (2) If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.
- (3) The presiding officer may enforce these rules by any means or authority provided to the presiding officer by law.
- (g) *Enforcement by a member.*
- (1) Any member of city council may request the presiding officer address a violation of these rules of decorum, in the manner prescribed in subsection (f), immediately above, by lodging a point of personal privilege.
- (2) Should the member believe the presiding officer failed to adequately address the allegation of violation, the member may appeal the matter to the members of city council; and
- (3) Should the majority of the members of city council present vote to sustain the appeal, the presiding officer shall address the violation, which was the subject of the appeal, in the manner prescribed in subsection (f), immediately above.
- (h) Robert's Rules of Order will take precedence for conduct not covered by these council meeting rules.
- (i) *Suspension of the rules.* Subject to appeal by a member, as provided by Robert's Rules of Order, these rules may be suspended, for good cause, by the presiding officer during a meeting as long as the presentation of information remains related to public business only.

(1972 Code, § 2.104; 2008 Code, § 1.04.001; Ordinance 15-002 adopted 3-9-15; Ordinance 2017-23 adopted 6-6-17; Ordinance 2019-48 adopted 9-17-19; Ordinance 2020-28 adopted 6-16-20; Ordinance 2020-33 adopted 7-21-20; Ord. No. 2022-34 , § 1, 7-19-2022)

State law reference(s)—Meetings of governing body, V.T.C.A., Local Government Code, § 22.038; open meetings, V.T.C.A., Government Code, ch. 551.

**ORDINANCE NO. 2023-\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER 1 GENERAL PROVISIONS, ARTICLE 1.04 CITY COUNCIL, SECTION 1.04.001 RULES OF MEETING DECORUM AND CONDUCT, ADDING EXECUTIVE SESSION MEETING TIME OF 6:00 PM, ADDING CITIZENS TO BE HEARD CONTACT INFORMATION, ADDING A PROCEDURE FOR OUTSIDE PRESENTATIONS AND PROVIDING FOR REPEALER, SEVERABILITY; SAVINGS; OPEN MEETINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE**

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**WHEREAS**, the City of Leon Valley, as a Home Rule Municipality, derives its powers from its Home Rule Charter and is limited in authority only by express provisions of the Texas Constitution and the State statutes; and

**WHEREAS**, in accordance with such powers the City Council adopted Code of Ordinances Section 1.04.001 to address meeting days and times and Ordinance No. 2022-34, to provide for rules of conduct and decorum in public meetings; and

**WHEREAS**, City Council determines it is convenient to codify the Rules of Conduct and Decorum in the Code of Ordinances in Section 1.04.001; and

**WHEREAS**, City Council determines in order to run a more effective meeting it is necessary to make substantive changes to the Rules of Conduct and Decorum.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS THAT:**

**Section 1. Amendment.** Code of Ordinances Chapter 1 General Provisions, Article 1.04 City Council, Section 1.04.001 Rules of Meeting and Decorum Conduct is hereby revised in Exhibit "A" attached hereto and incorporated by reference herein for all purposes.

**Section 2. Recitals.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of the Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**SECTION 3. Repealer.** The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other ordinance.

**SECTION 4. Severability.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions

or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**SECTION 5. Savings.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION 6. Notice of Meeting.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 7. Effective Date.** This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Leon Valley, Texas on this the 15<sup>th</sup> day of September, 2023.

**APPROVED**

---

**CHRIS RILEY**  
MAYOR

**Attest:**

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**SAUNDRA PASSAILAIGUE**  
City Secretary

**Approved as to Form:**

---

**NICOLE WARREN**  
City Attorney

## EXHIBIT A

### Section 1.04.001 Rules of Meeting Decorum and Conduct

(a) **Definitions.** In this section the terms set out in italics (*italics*) shall have the meanings prescribed below:

Agenda. The published agenda of each public meeting.

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Member. An elected or appointed member of City Council.

Presiding Officer. The mayor or the member presiding over the public meeting in the absence of the mayor.

Public Meeting. Any meeting of a quorum of the members where the business of the City is discussed.

Staff. An employee of, or consultant contracted by the City.

(b) **Meeting Times.** A regular City Council meeting shall be held on both the first and third Tuesday of each month beginning at 6:30 PM. Closed Executive Sessions may begin no earlier than 6:00 PM. In the event that the meeting date falls on a holiday, the meeting will be rescheduled. Regular City Council meetings may be cancelled or rescheduled, and the meeting time adjusted upon a majority vote by City Council. Special meetings may be called as provided by law.

(c) **Meetings to be Open to the Public.** Meetings of the City Council shall always be open to the general public except as may be specially provided by stat law, and no vote or action of any kind shall ever be taken by the City Council except at a regular meeting or at a lawfully called special meeting.

(d) **Conducting Meetings.**

(1) Participation by Citizens. Citizens may provide comments, testimony, and evidence the times designated as follows:

- A. During “Citizens to be Heard”.
- B. Prior to City Council’s decision or vote on any posted agenda item.
- C. At any posted public meeting.

(2) Appearance.

- A. Citizens may appear in person.
- B. Citizens may appear by written appearance for items on the agenda.
- C. Written comments must be:
  - I. Email to:

[citizenstobeheard@leonvalleytexas.gov](mailto:citizenstobeheard@leonvalleytexas.gov)

The Mayor and/or a City Council member may forward a correspondence to the above e-mail on a citizen's behalf.

- II. Mail to:  
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6400 El Verde Road  
Leon Valley, Texas 78238
- III. Received prior to the start of the meeting to ensure comments are read during the meeting. At the request of any City Council member and/or Mayor, a citizen comment can be read.
- IV. During the Citizens to be Heard section of the agenda, no written comments will be read aloud during the meeting.

V. Fax to: (210) 684-4476

- (3) Recognition by the Presiding Officer. A citizen shall be recognized by the presiding officer before speaking. Citizens may speak only one (1) time at each of the following for up to three (3) minutes at any posted: (a) citizens to be heard; (b) agenda item(s); or (c) public hearing. The presiding officer may extend the time to speak, on the officer's own initiative or at the request of a member; provided in contested matters all views are treated fairly and equally. All City Council members, staff, citizens, and visitors to the Chamber shall be recognized first by the chair to speak by raising hand.
- (4) Ceremonial and Informational Presentations. All ceremonial items and information presentations shall be placed at the beginning of scheduled meetings.
- (5) Outside Presentations. No outside presentations will be allowed without permission from a staff person, or the Mayor, or vote by the governing body.

(e) **Disruptive Behavior.** Members, staff, and citizens to include any citizen communications, shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting. When any person is addressing City Council, staff or citizens, no personal attacks on staff, citizens or City Council shall be allowed. To be determined by the Mayor.

(f) **Enforcement.** These rules shall be administered and enforced by the presiding officer of such City Council, subject to appeal by its members as provided herein.

- (1) The presiding officer shall warn any person displaying behavior that he or she shall be required to leave the meeting room.

- (2) If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.
- (3) The presiding officer may enforce these rules by any means or authority provided to the presiding officer by law.

(g) **Enforcement as a Member.**

- (1) Any member of City Council may request the presiding officer address a violation of these Rules of Decorum, in the manner prescribed in subsection (f), immediately above, by lodging a point of personal privilege.
- (2) Should the member believe the presiding officer failed to adequately address the allegation of violation, the member may appeal the matter to the members of City Council; and
- (3) Should the majority of the members of City Council present vote to sustain the appeal, the presiding officer shall address the violation, which was the subject of the appeal, in the manner prescribed in subsection (f), immediately above.

(h) **Robert's Rules of Order** will take precedence for conduct not covered by these City Council meeting rules.

(i) **Suspension of the Rules.** Subject to appeal by a member, as provided by Robert's Rules of Order, these rules may be suspended, for good cause, by the presiding officer during a meeting as long as the presentation of information remains related to public business only.



**ORDINANCE NO. 2023-\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER 1 GENERAL PROVISIONS, ARTICLE 1.04 CITY COUNCIL, SECTION 1.04.001 RULES OF MEETING DECORUM AND CONDUCT, ADDING EXECUTIVE SESSION MEETING TIME OF 6:00 PM, ADDING CITIZENS TO BE HEARD CONTACT INFORMATION, ADDING A PROCEDURE FOR OUTSIDE PRESENTATIONS AND PROVIDING FOR REPEALER, SEVERABILITY; SAVINGS; OPEN MEETINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE**

---

**WHEREAS**, the City of Leon Valley, as a Home Rule Municipality, derives its powers from its Home Rule Charter and is limited in authority only by express provisions of the Texas Constitution and the State statutes; and

**WHEREAS**, in accordance with such powers the City Council adopted Code of Ordinances Section 1.04.001 to address meeting days and times and Ordinance No. 2022-34, to provide for rules of conduct and decorum in public meetings; and

**WHEREAS**, City Council determines it is convenient to codify the Rules of Conduct and Decorum in the Code of Ordinances in Section 1.04.001; and

**WHEREAS**, City Council determines in order to run a more effective meeting it is necessary to make substantive changes to the Rules of Conduct and Decorum.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS THAT:**

**Section 1. Amendment.** Code of Ordinances Chapter 1 General Provisions, Article 1.04 City Council, Section 1.04.001 Rules of Meeting and Decorum Conduct is hereby revised in Exhibit "A" attached hereto and incorporated by reference herein for all purposes.

**Section 2. Recitals.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of the Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**SECTION 3. Repealer.** The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other ordinance.

**SECTION 4. Severability.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions

or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**SECTION 5. Savings.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION 6. Notice of Meeting.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 7. Effective Date.** This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Leon Valley, Texas on this the 15<sup>th</sup> day of September, 2023.

**APPROVED**

---

**CHRIS RILEY**  
MAYOR

**Attest:**

---

**SAUNDRA PASSAILAIGUE**  
City Secretary

**Approved as to Form:**

---

**NICOLE WARREN**  
City Attorney

## EXHIBIT A

### Section 1.04.001 Rules of Meeting Decorum and Conduct

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- A. Citizens may appear in person.
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The Mayor and/or a City Council member may forward correspondence to the above e-mail on a citizen's behalf.

II. Mail to:

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III. Received prior to the start of the meeting to ensure comments are read during the meeting. At the request of any City Council member and/or Mayor, a citizen comment can be read.

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V. Fax to: (210) 684-4476

(3) Recognition by the Presiding Officer. A citizen shall be recognized by the presiding officer before speaking. Citizens may speak only one (1) time at each of the following for up to three (3) minutes at any posted: (a) citizens to be heard; (b) agenda item(s); or (c) public hearing. The presiding officer may extend the time to speak, on the officer's own initiative or at the request of a member; provided in contested matters all views are treated fairly and equally. All City Council members, staff, citizens, and visitors to the Chamber shall be recognized first by the chair to speak by raising their hand.

(4) Ceremonial and Informational Presentations. All ceremonial items and information presentations shall be placed at the beginning of scheduled meetings.

(5) Outside Presentations. No outside presentations will be allowed without permission from a staff person, or the Mayor, or vote by the governing body.

(e) **Disruptive Behavior.** Members, staff, and citizens to include any citizen communications, shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting. When any person is addressing City Council, staff or citizens, no personal attacks on staff, citizens or City Council shall be allowed. To be determined by the Mayor.

(f) **Enforcement.** These rules shall be administered and enforced by the presiding officer of such City Council, subject to appeal by its members as provided herein.

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- (3) The presiding officer may enforce these rules by any means or authority provided to the presiding officer by law.

**(g)     Enforcement as a Member.**

- (1) Any member of City Council may request the presiding officer address a violation of these Rules of Decorum, in the manner prescribed in subsection (f), immediately above, by lodging a point of personal privilege.
- (2) Should the member believe the presiding officer failed to adequately address the allegation of violation, the member may appeal the matter to the members of City Council; and
- (3) Should the majority of the members of City Council present vote to sustain the appeal, the presiding officer shall address the violation, which was the subject of the appeal, in the manner prescribed in subsection (f), immediately above.

**(h)     Robert's Rules of Order** will take precedence for conduct not covered by these City Council meeting rules.

**(i)     Suspension of the Rules.** Subject to appeal by a member, as provided by Robert's Rules of Order, these rules may be suspended, for good cause, by the presiding officer during a meeting as long as the presentation of information remains related to public business only.



# Rules Of Meeting Decorum And Conduct

Crystal Caldera, PhD  
City Manager  
City Council Meeting  
September 5, 2023

# Summary

- Summary

- Amending the City Of Leon Valley Code Of Ordinances, Chapter 1, Article 1.04 City Council, Sec. 1.04.001 Rules Of Meeting Decorum and Conduct
  - Adding Executive Session Meeting Time of 6:00 p.m.
  - Prohibiting Outside Presentations

- Options

- Approve the request
- Approve a variation of the request
- Deny

- Declaration

- The City Council's Discretion

# Background

- At the August 10<sup>th</sup> Council retreat the council suggested the following changes
  - Adding Executive Session Meeting Time of 6:00 p.m.
  - Prohibiting Outside Presentations



# Fiscal Impact

- N/A

# Recommendation

- City Council's Discretion

**EXHIBIT A****ARTICLE 4.13 - SHORT-TERM RENTAL****Sec. 4.13.001. Purpose and applicability.**

The purpose of this article is to establish regulations for the registration and use of Short-Term Rentals for single-family living units. The requirements of this article apply only to Short-Term Rentals, as defined herein, located in residential zoning districts established under Chapter 15, Zoning of the City of Leon Valley Code of Ordinances. Nothing in this article, however, shall be construed to be a waiver of the requirement to assess and collect hotel occupancy taxes for any residential rental for a period of less than 30 consecutive days of property that is located outside of such residential only zoning districts.

**Sec. 4.13.002. Definitions.**

*Advertise* means the written, audio, oral or other methods of drawing the public's attention whether by brochure, written literature or on-line posting to a Short-Term Rental to promote the availability of the Short-Term Rental.

*Hotel Occupancy Tax* means the hotel occupancy tax as defined in Chapter 11 of the Leon Valley Code of Ordinances and V.T.C.A. Texas Tax Code, Chapter 351.

*Local Emergency Contact* means an individual other than the applicant, who resides within 20 miles of the subject property, and who is designated by the owner/applicant to act as the owner's authorized agent if the owner has traveled outside of the immediate area or is otherwise unavailable. The local emergency contact should be reachable on a 24-hour basis, have access to the Short-Term Rental Property, and be authorized by the owner to act in the owner's absence to address any complaints, disturbances, and emergencies.

*Nuisance party* means an assembly of persons for a social activity or for a special occasion in a manner which constitutes a substantial disturbance of the quiet enjoyment of private or public property. This includes, but is not limited to, excessive noise or traffic, obstruction of public streets by crowds or vehicles, public drunkenness, the service of alcohol to minors, fights, disturbances of the peace and litter.

*Owner* means any person, agent, operator, firm, trust, corporation, limited liability company, partnership or business organization having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or code official of the estate of such person if ordered to take possession of real property by a court. The term "owner" does not include the holder of a non-possessory security interest in the property.

*Party* means a social gathering of people or special event, including those who have not rented the residence, for the primary purpose of eating, drinking or entertainment in a manner that is disruptive to the surrounding properties.

*Short-Term Rental (STR)* means a residential dwelling unit, apartment, condominium or accessory dwelling, that may or may not be owner or lessee occupied; where sleeping areas are rented to overnight guests for a period less than 30 consecutive days (but not less than 12 hours). The term does not include:

- (1) A unit that is used for a nonresidential purpose, including an educational, health care, retail, restaurant, banquet space, or event center purpose or another similar use;
- (2) A bed and breakfast; or
- (3) A hotel/residence hotel.

**Sec. 4.13.003. Short-Term Rental registration requirements.**

No person shall hereafter advertise, offer to rent or rent, lease, sublease, license or sublicense a residential property within the City as a Short-Term Rental for which a registration has not been properly made and filed with the Planning and Zoning Department of the City. Registration shall be made upon forms furnished by the City for such purpose and shall specifically require the following minimum information:

- (1) Name, address, phone number and e-mail address of the property owner of the Short-Term Rental property;
- (2) Name, address, phone number and e-mail address of the designated Local Emergency Contact;
- (3) The maximum number of occupants permitted for the dwelling unit or sleeping room in accordance with subsection 4.13.005(b) of the Code of Ordinances;
- (4) A submission of a sketch floor plan of the dwelling with dimensional room layout; and
- (5) Site Plan/Survey of the property indicating maximum number of vehicles that can be legally parked on the property, without encroaching onto streets, sidewalks or alleys; other public rights-of-way or public property.

**Sec. 4.13.004. Right to inspect premises.**

The City of Leon Valley reserves the right, with reasonable notice to the Owner, to inspect the residential premises to determine compliance with this section as well as with the current adopted version of the International Property Maintenance Code.

- (a) If only a portion of the premises is offered for rent, then that portion plus shared amenities and points of access may be inspected.
- (b) If, upon completion of an inspection, the premises are found to be in violation of one or more provisions of applicable City Codes and Ordinances, the City shall provide written notice of such violation and shall set a re-inspection date for a violation to be corrected prior to its occupancy.

**Sec. 4.13.005. Restrictions on Short-Term Rentals.**

- (a) *External signage.* There shall be no external on-site or off-site advertising signs or displays indicating the property is a Short-Term Rental.
- (b) *Limit on occupants allowed.* No more than two adult guests per bedroom, plus no more than two additional adults shall be allowed when renting a property as a Short-Term Rental, except that there shall be a maximum occupancy of ten people, adult and children.
- (c) *Limits on the number of vehicles.* There shall be a maximum of one car per bedroom, or the maximum number of cars that can be accommodated in the garage and driveway, without extending over the public rights-of-way (alleys and sidewalks) whichever is less.
- (d) *Advertisements and contracts.* Any advertisement of the property as a Short-Term Rental and all rental contracts must contain language that specifies the allowed maximum number of occupants and maximum number of vehicles.
- (e) *Other restrictions.* It is unlawful:
  - (1) To operate or allow to be operated a Short-Term Rental without first registering, in accordance with this article, the property in which the rental is to occur;

- (2) To advertise or offer a Short-Term Rental without first registering, in accordance with this article, the property in which the rental is to occur; documented advertisement of the subject property as a Short-Term Rental, online or offline, shall be considered evidence of a violation of this article;
- (3) To operate a Short-Term Rental that does not comply with all applicable city and state laws and codes;
- (4) To operate a Short-Term Rental without paying the required hotel occupancy taxes;
- (5) To offer or allow the use of a Short-Term Rental for the sole or primary purpose of having a party venue;
- (6) To fail to include a written prohibition against the use of a Short-Term Rental for party venue in every advertisement, listing, or other publication offering the premises for rent;
- (7) To operate or allow to be operated a Short-Term Rental wherein a nuisance party occurs; and
- (8) Permit the use of Short-Term Rental for the purpose of housing sex offenders; operating a structured sober, recovery or other purpose living home or similar enterprise; selling illegal drugs; selling alcohol or another activity that requires a permit or license under the Alcoholic Beverage Code or operating as a sexually oriented business.
- (9) It is unlawful to have a short-term rental within 250 feet of another short-term rental.

#### **Sec. 4.13.006. Brochure and safety features.**

- (a) *Informational brochure.* Each registrant operating a Short-Term Rental shall provide to guests a brochure that includes:
  - (1) The registrant's 24-hour contact information;
  - (2) A local responsible party's 24-hour contract information if the owner is not with in the city limits when guests are renting the premises;
  - (3) Pertinent neighborhood information including, but not limited to, parking restrictions, restrictions on noise and amplified sound, and trash collection schedules; and
  - (4) Information to assist guests in the case of emergencies posing threats to personal safety or damage to property, including emergency and non-emergency telephone numbers for police, fire and emergency medical services providers and instructions for obtaining severe weather, natural or manmade disaster alerts and updates.
- (b) *Safety features.* Each Short-Term Rental registrant shall provide, in the premises, working smoke detectors in accordance with adopted codes and at least one working carbon monoxide detector and alarm, and one working fire extinguisher. The premises shall, otherwise, comply with applicable Code of Ordinance requirements, including, but not limited to, Building and Fire Codes.

#### **Sec. 4.13.007. Notification of approval of Short-Term Rental.**

Within ten days of the approval of a Short-Term Rental, the City will send notice to all property owners within 200 feet of the property and shall include the 24-hour complaint line, and pertinent information about this Article.

#### **Sec. 4.13.008. Registration term, fees, and renewal.**

- (a) All registrations approved under this Chapter shall be valid for a period of one year from the date of its issuance.
- (b) The fee for registration of a Short-Term Rental shall be \$125.00 with a late fee of twice the established fee.

- (c) Upon receipt of an application for renewal of the registration, the Director of Planning and Zoning or their designee may deny the renewal if there is reasonable cause to believe that:
  - (1) The registrant has pled no contest to or been convicted of a violation of any ordinance of the city, or any state, or federal law related to operation of a Short-Term Rental on the premises or has permitted such a violation on the premises by any other person. Such violation may include, but is not limited to, parking, noise, littering, nuisance, destruction of property or disorderly conduct; or
  - (2) There are grounds for suspension, revocation or other registration sanction as provided in this Article.

#### **Sec. 4.13.009. Suspension and revocation of Short-Term Rental registration.**

- (a) The Planning and Zoning director, or his/her designee, may suspend and/or revoke a Short-Term Rental registration if it is determined that the activities set forth above in section 4.13.005 are determined to have occurred at the Short-Term Rental; or a Short-Term Rental unit is listed on a hosting platform or advertised elsewhere without being registered as required under section 4.13.003; or is perpetuating conditions interfering with use and enjoyment of properties within its vicinity; or is delinquent in filing or payment with the City of Leon Valley. Conditions interfering with use and enjoyment of properties within the vicinity of a Short-Term Rental include, but are not limited to:
  - (1) The occurrence of any of the activities set forth in the Leon Valley of Ordinances including, but not limited to, noise disturbance, nuisance, drug offenses, or disorderly conduct;
  - (2) Occupancy by several Short-Term Rental users exceeding either (1) the maximum number included in the application for the Short-Term Rental registration or (2) the maximum occupancy permitted pursuant to this chapter;
  - (3) Parking of several motor vehicles exceeding either (1) the maximum number included in the application for the Short-Term Rental registration or (2) the maximum number of motor vehicles permitted at any Short-Term Rental pursuant to this chapter;
  - (4) Uninvited entry of Short-Term Rental occupants upon private property within 500 feet of the short-term rental;
  - (5) The occurrence of one or more nuisance parties.
- (b) In addition to section 4.13.011, a violation of any of the conditions in section 4.13.009(a) shall result in progressive enforcement:
  - (1) Upon the first violation, the owner shall receive a written warning that includes a description of enforcement for future violations.
  - (2) Upon the second violation, the registration for the Short-Term Rental shall be terminated and the Short-Term Rental host prohibited from re-applying for a new registration for six months from the date of termination.
  - (3) Upon the third violation, the registration for the Short-Term Rental shall be terminated and the Short-Term Rental host prohibited from re-applying for a new registration for one year from the date of termination.
  - (4) Upon the fourth violation, the registration for the Short-Term Rental shall be terminated and the Short-Term Rental host prohibited from re-applying for a new registration at any time in the future.
- (c) During the time period that a Short-Term Rental registration is suspended or revoked, it shall be unlawful to advertise, offer to rent or rent, lease, sublease, license or sublicense the residential property subject to the suspension or revocation the within the City as a Short-Term Rental.

**Sec. 4.13.010. Appeal of denial, suspension or revocation of registration.**

In the event an applicant has been denied registration or if a registration has been suspended or revoked, the party affected may appeal that action to the city manager by submitting a letter within ten business days of the denial, suspension or revocation. The city manager, or his/her designee, shall review the appeal at a staff level and decide within ten business days of receiving the appeal request and shall have the authority to uphold or reject the action complained of and order that the registration be granted or reinstated. However, should the city manager uphold the denial, suspension or revocation, they shall schedule a hearing before the city council at a regular or special meeting within 30 days of the denial, unless the applicant withdraws the appeal in writing. Such a hearing shall be an administrative hearing, and adherence to formal rules of evidence shall not be required. The decision of the city council may be appealed as allowed by law to any court with jurisdiction.

**Sec. 4.13.011. Violations and penalties.**

Violation of this Article upon conviction shall be punished by a fine not to exceed the sum of \$500.00 for each offense and each day such violation shall continue shall be deemed to constitute a separate offense. Warnings, citations, and revocations may be issued to dwelling owners, operators, lessors, agents, occupants, tenants, and/or guests, depending on the nature of the violation. Dwelling owners are ultimately responsible for compliance with the requirements and restrictions imposed upon a Short-Term Rental by this article and for the conduct of their dwelling operators, lessors, agents, occupants, tenants, and guests, regardless of whether the owners are present at the dwelling.

**ORDINANCE NO:**

**AN ORDINANCE AMENDING LEON VALLEY CODE OF ORDINANCES, CHAPTER 4 BUSINESS REGULATIONS; ADDING ARTICLE 4.13 SHORT TERM RENTAL, SECTIONS 4.13.001 – 4.13.011; PROVIDING FOR REGULATIONS FOR THE REGISTRATION AND USE OF SHORT TERM RENTALS; PROVIDING FOR DEFINITIONS; PROVIDING FOR INSPECTIONS; PROVIDING FOR RESTRICTIONS; PROVIDING FOR BROCHURE AND SAFETY REQUIREMENTS; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED AND NO/100 DOLLARS (\$500.00); AMENDING CHAPTER 11 - TAXATION OF THE CODE OF ORDINANCES BY AMENDING THE DEFINITION OF A HOTEL TO INCLUDE SHORT TERM RENTAL UNITS; AMENDING APPENDIX A FEE SCHEDULE, ADDING ARTICLE A17.011 SHORT-TERM RENTAL REGISTRATION FEE; PROVIDING A PENALTY; SEVERABILITY; SAVINGS; REPEAL; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, The City of Leon Valley is a home rule municipality. Chapter 215 of the Texas Local Government Code (LGC) authorizes a home rule municipality to regulate businesses pursuant to its police power. Chapter 51 of the LGC authorizes the governing body of a municipality to adopt, publish, amend, or repeal an ordinance, rule, or police regulation that is for good government, peace, or order of the municipality or for trade and commerce within the municipality and is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality.

**WHEREAS**, permanent residents desire the option to occasionally utilize their properties for Short-Term Rentals;

**WHEREAS**, the operation of Short-Term Rentals should not be permitted to negatively affect property values and the quiet enjoyment of adjacent property in residential districts;

**WHEREAS**, the City Council has determined that regulations are needed to protect the public health, safety, morals and general welfare of the citizens of Leon Valley; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**Section 1.** *Chapter 4 Business Regulations, Article 4.13 Short-Term Rental, Sections 4.13.001 – 4.13.011* are hereby added as stated in Exhibit A attached hereto and incorporated herein.

**Section 2.** *Chapter 11 Taxation, Article 11.04 Hotel Occupancy Tax, Section 11.04.001 Definitions* is hereby amended by amending the definition of Hotel as follows:

*Hotel.* Any building or buildings, trailer or other facility in which the public may, for a consideration, obtain sleeping accommodations. The term shall include hotels, motels, Short-Term Rental as defined in Section 4.13.002, tourist homes, houses or courts, lodging houses, inns, rooming houses, guest houses, or other buildings where rooms are furnished for a consideration, but "hotel" shall not be defined so as to include hospitals, sanitariums or nursing homes.



**Section 3.** *Appendix A Fee Schedule*, is amended by adding Section A17.011 Short-Term Rental as follows:

“Sec. A17.011 Short-Term Rental

(a) Annual Registration Fee: \$125.00”

**Section 4. Penalty.** Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

**Section 5. Severability Clause.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**Section 6. Savings Clause.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**Section 7. Repeal.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections not revised or amended herein shall remain in effect.

**Section 8. Effective Date.** This ordinance shall become effective on and after its passage and approval, and publication requirements as provided by law.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Leon Valley this the \_\_\_\_ day of \_\_\_\_\_ 2023.

**APPROVED**

\_\_\_\_\_  
**CHRIS RILEY**  
**MAYOR**

**Attest:**

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
**City Secretary**

**Approved as to Form:**

\_\_\_\_\_  
**NICOLE WARREN**  
**City Attorney**

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** SEPTEMBER 05, 2023

**TO:** Mayor and Council

**FROM:** Carol Goering, Finance Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation and Discussion to Consider Approval of an Ordinance Authorizing a Fiscal Year 2022-23 General Fund Budget Adjustment in the Amount of \$25,000 for the Purpose of Increasing the Finance Department Budget. (1st Read as Required by City Charter).

**SPONSOR(S):** N/A

### **PURPOSE**

This M & C requests approval for a budget adjustment, which will increase the Finance Department by \$25,000.

### **FISCAL IMPACT**

A budget adjustment in the amount of \$25,000 is requested. The funds would come from the General Fund Reserve.

### **S.E.E. Statement**

*Social Equity* – Transparency in city financial matter is important to all citizens, as it states what their money is being used for.

*Economic Development* – N/A

*Environmental Stewardship* – N/A

### **RECOMMENDATION**

APPROVED : \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS :

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ATTEST :

**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AUTHORIZING A FISCAL YEAR 2022-23 GENERAL FUND BUDGET IN THE AMOUNT OF \$25,000 FOR THE PURPOSE OF INCREASING THE FINANCE DEPARTMENT; PROVIDING FOR REPEALER, SEVERABILITY AND SAVING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the City of Leon Valley has already approved their FY 2022-2023 Budget on September 20, 2022; and

**WHEREAS**, it has been determined that funding should be added to the FY 2022-2023 Budget; and

**WHEREAS**, it is necessary to adjust the Finance Budget by a total amount of \$25,000

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:**

**SECTION 1.** The City's General Fund budget is hereby adjusted in the amount of \$25,000 to increase the Finance Department Budget.

**SECTION 2.** The financial allocations in this Ordinance are subject to approval by the Finance Director. The Finance Director may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations as necessary to carry out the purpose of this Ordinance.

**SECTION 3.** It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph, or section of this Ordinance.

**SECTION 4.** The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

**SECTION 5.** This Ordinance shall become effective immediately upon its passage and publication as required by law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley  
this the \_\_\_ day of \_\_\_, 2023.

**APPROVED**

---

**CHRIS RILEY**  
MAYOR

Attest:

---

**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

Approved as to Form:

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**NICOLE WARREN**  
City Attorney

Approval of an Ordinance Authorizing a Fiscal Year  
2022-23 General Fund Budget Adjustment in the  
Amount of \$25,000 for the Purpose of Increasing  
the Finance Department Budget.

Carol Goering, Finance Director  
City Council Meeting  
September 05, 2023

# Summary

- Question
  - Approve an Ordinance authorizing budget adjustments for the FY 2022-2023 budget year.
- Options
  - Recommendation:
    - Approve the budget adjustment that fund the Finance department by \$25,000
  - Denial of the request.
- Declaration
  - This adjustment will fund the Finance Department, any excess in budget will roll back into the General Fund Reserve.

# Background

- Consider approval of an Ordinance authorizing budget adjustments for FY 2022-2023
  - Budget adjustments that will fund the Finance Department.



# Recommendation

- It is recommended that City Council approves an Ordinance authorizing budget adjustments for the FY 2022-2023 budget

# S.E.E. Statement

Social Equity – Providing amenities similar to other nearby cities assure that our residents are being offered the same advantages and activities as the citizens of the metro area

Economic Development- Allowing mobile food vendors at the park may attract visitors, who might visit other shops and possibly decide to become residents, increasing our sales and property tax revenue

Environmental Stewardship - Land being used as a park reduces the number of structures located in a floodplain which maintains pervious cover, reducing sediment and erosion in our watershed areas

Approval of an Ordinance Authorizing a Fiscal Year  
2022-23 General Fund Budget Adjustment in the  
Amount of \$25,000 for the Purpose of Increasing  
the Finance Department Budget.

Carol Goering, Finance Director  
City Council Meeting  
September 05, 2023

## **OUTSTANDING CITY COUNCIL ITEMS**

- **6417 Evers Road**
  - 11/2/20 – Lease approved
  - 8/3/21 – Amending lease to remove a lessee
  - 8/17/21- Executive session
  - 4/2/22 – first read SUP to allow Alcohol
  - 4/19/22 – second read SUP allow Alcohol
  - 12/6/22- Executive Session and EDC Funds
  - 12/20/22 -Executive Session
  - 3/21/23 – Executive Session
  - 5/2/2023- review of the agreement
    - Will go out for RFP once RFP is complete council will select. If MS Bania is not selected then she will have 30 days to vacate.
  - 06/20/2023 – RFP Review by Council
    - Moved by Mayor to overfilled Agenda
  - 7/18/2023 RFP Review by Council
  - RFP is posted and awaiting on responses
- **Silo design per request of the adjacent property owner**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda
  - 5/16/2023 – Scheduled
    - Council Requested outreach to local universities
- **Capital Plans/FY24 Budget**
  - 5/16/2023 -Scheduled presented to council
    - Request to change out LV ranches park to dog park
  - 06/6/2023 – postponed by Mayor
  - 6/20/2023 – Scheduled
    - Council asked for this item to be looked at on 7/22/2023
    - Council asked this item be reviewed again on 8/1/2023
    - Council reviewed and made some deletions on 8/10/2023
    - Council Agreed on the deletions and tax rate will be on the 9/5/2023 agenda for approval.
- **Sustainability Overlay**
  - 6/6/2023 Staff is not ready and has postponed until September
  - 7/25/2023 – zoning commission started to review
- **Stray Animal Ordinance**
  - Currently being reviewed by City Attorney – we can not require private industry to take in and adopt our stray animals
  - Looking at a possible interlocal agreement.
  - Staff has met with the county for a long-term solution
- **Establish Neighborhood boundaries**
  - Council has opted not to Update Master Plan
  - P & Z Director investigating a university conducting the plan

- **Neighborhood/citizen survey**
- **Review of the personnel manual**
- **Review of the Water rates**
  - 6/20/2023 Postpone council requested this be a retreat item for 7/22/23
  - Council will be looking at a 1% increase at a future meeting
- **Legal review of the Sign Code**
  - Councilor Orozco and Bradshaw will work on this item
- **Looking at an amendment to Section 15.02 Appendix C (I), D Structural Nonconformity to add a matching percentage from Economic Community Development funds**
  - After the sustainability review
- **Four-way stop at Forest Meadow and Evers**
  - To be evaluated upon the development of the Evers property
- **Short Term Rental**
  - 3/7/2023
  - Short Term rentals have appeared on the following agendas:
    - 1/12/2021- Tabled
    - 1/19/2021-Discussed
    - 4/6/2021-Discussed
    - 4/20/2021- Discussed
    - 8/3/2021-Tabled
    - 8/17/2021-Discussed
    - 8/16/2022-Tabled
    - 9/6/2022- Discussed
    - 1/17/2023- Discussed
    - 3/7/2023 – Item added by Councilor Stevens and Orozco
      - Council decided to have the city attorney draft an ordinance based on the information provided by Councilor Stevens
    - Attorney has developed an ordinance and will be discussed at the 7/22 retreat.
    - Will place on the 9/5/2023 agenda for discussion
- **Seneca West R6 Zone change**
  - 3/7/2023
    - Council requested some prices to replat as larger lots, not in favor of R6
    - Staff will be getting prices to plat larger lots and bring them back to the council
    - Staff has received the plans and probable cost and will review them with the council at the retreat
  - 08/10/2023 discuss at the retreat. The council would just like to plat and sale as is.
- **5616 Bandera road, also known as Comfort Cafe**
  - 3/21/2023 Public Hearing to remedy

- Council decided to demo the property. Scheduled for May 1, 2023 demo
  - 4/24/2023 Owner paid the liens. Demo is scheduled for June 30<sup>th</sup>.
  - Owner is waiting on CPS energy to pull the gas.
  - Gas pulled and demo permit paid waiting on building review
  - All permits have been approved and paid awaiting new timeline.
  - Demo expected by 8/22/23
- **Regulations regarding front yard fences**
  - Date to be determined
- **Code regulations dealing with blighted multi-family complexes**
  - TBD
- **Fourth of July Presentation**
  - City Council 3/15
  - Council provided direction
  - The next update will be on 6/7/2022
  - Recap August 2, 2022, and August 16, 2022
  - Recap and Direction October 4, 2022
  - Review 11/15/2022
    - Time will remain the same and have a headliner that is well known
  - 6/20/23 a review of the upcoming event
  - 8/15/23 we have wrap up – moved to 9/5/2023
- **Tiger brush and bulk issues- Contract ends January 1, 2025 (Item Remaining from Retreat)**
  - Discussed at the following City Council Meetings
    - 02/22/2021
      - Council addressed complaints and Tiger sanitation responded
    - 09/7/2021
      - Considered a resolution on how to handle bulk pick-up. Resolution # 21-031-R, the direction was given to CM to come back with a plan.
      - Considered and Ordinance Amending the Ord 14.02 Solid Waste First reading.
    - 11/2/2021
    - Considered and Ordinance Amending the Ord 14.02 Solid Waste Second Reading Passes Ord. # 21-053.
    - 1/11/2022
    - Council considered two options to handle the overflow of Brush. The Council decided to have PW pick up the overage after Tiger sanitation picked up their 8 CY.
    - There were 11 homes with oversized brush the City had the item picked on 3/4/22-3/8/22
  - 05/17/2022 Council meeting discussing rate increase.

- Council allowed the 2.5% increase for July and another in January but did not approve the 7.5 % increase
  - Council was willing to renegotiate terms
    - On 8/23/2022 council decided to leave terms as is
- Renaming the Community Center After MS. Baldrige - **(Item Remaining from Retreat)**
- Speed hump policy changes- **(Item Remaining from Retreat)**
- Discussion of updating the Strategic Plan - **(Item Remaining from Retreat)**
- Presentation on legislative changes that may impact our city - **(Item Remaining from Retreat)**

### **ITEMS ARE STILL IN THE PIPELINE BUT HAVE BEEN ADDRESSED**

- **John Marshall Traffic Plan – CR, JH**
  - Discussed at the following Council meeting
  - 12/14/2022 Next steps
  - NISD engineers are still working on the plan, collecting traffic counts, and coordinating with CoSA Traffic Department
  - Once complete, additional meetings will be held with the City to determine the feasibility and appropriateness
  - Once plans are final, the proposal will be presented to City Council for approval
  - John Marshal Update on 3/15 based on 2/14 meeting
  - The City received feedback on possible neighborhood suggestions on 5/09/2022. Joint meeting to be determined.
  - Heard by City Council to possible street closures on 8/23/20 Engineers will develop a report and PD and Fire will review
  - Taking to Council on 10/3/2022
  - 2/7/2023 council will review speed pads and school zone
    - Council decided to move forward with the speed pads and wait on the school zone. The Delinators will also be left alone
  - Speed pads have been installed and school zone on Huebner is being addressed.
- **Flooding**
  - Was addressed at the following Council Meetings
    - 08/03/2021 – Flood Damage Prevention Ord. # 21-034
    - 11/2/2021 – To discuss Flood Mitigation Strategies
    - 12/07/2021 – Short Term options to address flooding
  - Budget Adjustment – For Funding floodway Monitoring and Software Upgrades
    - Upcoming Council presentation 1/18/2022
  - Budget Adjustment – for Creek Cleanup
    - Staff is proposing \$150,000 in ARP funds. Upcoming Council meeting TBD

- Segment one of Huebner creek will be presented to the council on 4/19/2022
  - Council decided to look at the 50 ' wide, protected little league, the study will be brought back to the council before we agree to do it.
- Budget adjustment for creek cleanup
  - 6/7/2022
- Budget adjustment for flood gates and notification system
  - 6/7/2022 postponed
- Huebner Creek Channel improvement presentation 9/20/2022
  - Council direction to bring back budget adjustment on \$633,000
    - First Read 10/3/2022
    - Second Read 10/18/2022
- **Presentation and discussion on the status of implementation of TPCA best practices for law enforcement policies, including the mandatory provision of mental health PTO in accordance with Texas legislative changes - JS, RO**
  - Discussed at the following Council meeting
    - 6/1/2021
  - Update in the CM report 10/26/2021:
    - We released the initial 6 policies (6.1 - Use of Force, 6.3 - Non-lethal, Less than lethal weapons, 6.4 - Officer Involved Shooting, 7.15 - Vehicle Pursuits, 7.40 Investigations, 8.6 Active Shooter) in July and August. With the distribution, we included a record of receipt and pertinent training.
    - Since the initial release, we have now distributed 4 more policies (3.2 - Field Training Program, 3.2.1 - Field Training Program Operations Manual, 4.6 - Off-duty Employment, 5.4 - Body Worn Camera) and again, with the distribution, we have included a record of receipt and pertinent training.
    - Currently in the process of the last review before we release 8 other policies.
  - Mental Health quarantine Policies Section 614.015 of the Tx Gov't Code have been updated and can be found here:  
[https://cms3.revize.com/revize/leonvalleynew/departments/human\\_resources/procedural\\_directives.php#revize\\_document\\_center\\_rz4176](https://cms3.revize.com/revize/leonvalleynew/departments/human_resources/procedural_directives.php#revize_document_center_rz4176)
  - Distributed a Property and Evidence packaging manual that is used along with 12.1 Property and Evidence Management. 10.1 Prisoner Processing and 11.1 Municipal Court are in the final draft and edit stage and will be distributed both in the near future.
  - Citizens or Media Recording of Police Incidents 2/1/2022
  - Evidence and Property 2/1/2022
  - Body Worn Cameras 9/3/2022
  - Differential Police Response (CFS Report Program) 9/6/2022



- Rules of Conduct 9/15/2022
- Mission, Values, Written Directives 12/27/2022
- Law Enforcement Role and Authority 12/27/2022
- Field Interviews, Stop and Frisk 12/27/2022
- Arrests With and Without Warrants 12/27/2022
- Eyewitness Identifications 12/27/2022
- **Red-light cameras First Available Contract end term is May 2037**
  - City Council adopted a Resolution declaring the intent to phase out redlight cameras 4/6/2021 – Resolution # 21-009R
  - The RLC Contract would be difficult to terminate without financial obligation from the City
  - City Council supports HB 1209 and physically delivers letters in support to Cortez, Biederman, Canales, Menendez
  - Funds – Eligible projects – CR
    - Will be discussed at the Town Hall Meeting on January 22, 2022
  - Discussed at the retreat council has decided not to spend funds until we know what the legislature is doing
  - Resolution supporting SB 446-2/21/2023
  - The item was not approved during the legislation process the council will try again in 2025
- **Opioid Litigation**
  - Item Was Addressed in Executives session on:
    - 6/15/2021
    - 09/7/2021
    - 9/21/2021
  - Council Addressed this item at the following Council meeting
    - 11/16/2021
      - Council Passed a resolution # 21-04, agreeing to participate in a settlement agreement with opioid manufacturer Johnson & Johnson. The other is three major pharmaceutical distributors: AmerisourceBergen, Cardinal Health, and McKesson and is estimated to receive \$28,389
  - The City still has an Agreement with Phipps, Ortiz and Talafuse for any remaining ongoing litigation
  - Received our first payment of \$7,000 on 4/20/2023
- **Comprehensive Master Plan**
  - Was addressed at the following Council meetings:
    - 2/2/2021
    - 3/23/2021
    - 06/1/2021
  - This item was discussed during the budget process and ultimately, the Council decided not to expend the funds on this project at this time.

- Will be discussed under the Townhall meeting update to the council on 4/19/2022
  - Council would like us to use our future land use map
- **Sewer Service Charge Adjustments**
  - Council meeting 2/15/22
  - Impact Fees Removed
  - Sewer Charges will be brought back at a later time.
- **Apartments Finley And Sierra Royale, Forest Oaks, Vista Del Rey- BM**
  - Update on one of the Apartment Complexes at the CC mtg 3/15
    - Presentation was given on Vista Del Rey
    - Next apartment review is on 5/3/2022
      - Staff received legal advice in the executive session
    - Executive session 8/2/2022
      - Council decided to file a Chapter 54 lawsuit against Vista del Rey, filed on 8/5/2022
      - TRO was granted on 8/8/2022
      - Administrative warrant executed on 8/17/2022
      - Temporary Injunction was granted on 8/22/2022
        - They have 6 months to comply.
      - 8/31/2022 Vista got new attorneys
      - 9/9/2022 Vista filed a motion to dissolve the temporary injunction
      - C of Os issued Shed, Maintenance Shop, Laundry 1-3, Vista, Gym
      - 9/19/2022 hearing set and canceled
    - Executive Session 9/20/2022
    - Vista Del Rey is 50% compliant council agreed to settled on 4/18/2023
    - Vista has completed all inspections and received their C of Os
- **Presentation, discussion, and possible action on fluoride survey results – JS**
  - CC Mtg. 3/1/2022 Postponed
  - Moved to 4/5/22
  - Presentation on given to the council and the community on the benefits, no direction was provided to staff
- **AV equipment for the Conference Center -Budget Adjustment from ARP Funds**
  - Council meeting 2/1/22 first read
  - Item amended to get the direction of the scope of work
  - Will bring the item back after the BID process
  - Discuss alternatives 5/3/2022
  - This item could not be purchased out of ARP funds

**COMPLETED**

- **Presentation and discussion on the hiring process for Directors**
  - 1/17/2022 presented and passed unanimously
- **Substandard Building Regulations**
  - 1/17/2023 First read
  - 2/7/2023 second read passed unanimously
- **City Manager Evaluation**
  - 2/7/2023
- **A scope of duties for the Earthwise living committee**
  - 1/17/2023 -The committee had additional comments moved to the next meeting
  - 2/7/2023 – The next Earthwise meeting is on 2/1. It was to close to the agenda preparation process being postponed until 2/21/2023
  - 2/23/2023- Placed on the Agenda – Passed on consent unanimously
- **Blood Drive and PTO Policy**
  - 3/7/2023 – Passed unanimously
- **Lyft Program**
  - 2/21/2023 – City Council wished to proceed with the partnership
  - 3/7/2023 – Will be on the agenda with an ordinance for a first read.
  - 3/21/2023 - Will be on the agenda with an ordinance for a second read.
    - Approved unanimously
- **Discussion and possible action on amending BOA variance criterion by Texas Legislative changes**
  - 2/28/2023 – Went to the planning and zoning commission, which recommended approval
  - 3/7/2023 – Will be on for the first read
  - 3/21/2023 – Will be on for the second read
    - Passed unanimously
- **A policy on open meetings act in regards to how it applies to advisory committees**
  - 1/17/2023 – Moved by Mayor
  - 2/7/2023 – Moved by Mayor
  - 2/21/2023 – Moved by Mayor
  - 3/7/2023- The meeting agenda too full moved by City Manager
  - 3/21/2023- The meeting agenda too full moved by City Manager
  - 4/4/2023 – Placed on the agenda
  - 4/18/2023 – Will be placed on consent – Passed Unanimously
- **Presentation on VIA ridership and MTA .005 of sales tax**
  - 2/7/2023 – Mayor would like VIA present moved to 2/21/2023
  - 2/21/2023 – Placed on the agenda – The council requested more information to return to the council by April
  - 4/18/2023 – Item placed on the Agenda -No Action taken

- **Public Private Partnership with local petshops for pet adoption options**
  - 2/21/2023 City Council wished to proceed with the Partnership
  - 3/21/2023 will return with an official MOU – postponed due to being held up with Petland legal
  - 4/18/2023 – Placed on the Agenda as a resolution Passed Unanimously
- **Health Insurance Broker**
  - Gallagher benefits services the contract was awarded for three years  
Passed by council on 4/18/2023
- **Over 65 and Tax Exemption**
  - Council Mtg. 3/1/22
    - Councilor Orozco will get with the Finance Director to see if this item will come back on a later date
    - 2/21/2023 The Council looked at a 5% exemption for everyone. This will come back before July
    - 05/2/2023 Brought back by Councilor Stevens and Hefner as a first read
    - 5/16/2023 on for the second read
      - Item Passed
- **RFP for Staff utilization study**
  - Reviewed by council 6/20/23 passed unanimously for October start date
- **Towing Contract**
  - 04/04/2023 – Council Would like additional information
  - 5/2/2023 – will be back with additional information
    - Council selected Banis towing contract will come back for final approval.
  - 6/20/2023 -Scheduled
  - 7/18/2023 Second read approved unanimously
- **New Guidelines for Economic & Community Development Advisory Committee**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda
  - 5/16/2023 – Scheduled-Moved by CM due to the number of items on the agenda
  - 6/6/2023 – Scheduled postpone until 6/20/2023
  - 06/20/2023 – postponed until 7/18/2023
  - 7/18/2023 – Council Review
  - 8/1/2023 – Second read- approved unamiously
- **Health Inspector contract**
  - Reviewed by council 6/20/23 staff will bring back on 7/18/2023
  - 7/18/2023- contract on the agenda for review
  - 08/1/2023 – first read
  - 08/15/2023 – second read
- **Building Official contract**
  - Reviewed by council 6/20/23 staff will bring back on 7/18/2023

- 7/18/23 contract on the agenda for review
- 08/01/2023 – first read
- 08/15/2023 – second read
- **American Rescue Plan funds**
  - 8/17/2021 City Council meeting. Council agreed to budget in FY 2022 for the following
    - 911 Mass text - \$5,900
    - PPE and Decontamination Supplies -\$10,000
    - Disposal Supplies and Medication - \$45,000
    - 2 power stretchers – \$60,000
    - 12 LEAD Cardiac monitor - \$70,000
    - Library Hot Spots – \$5,220
    - Huebner Well Generator -\$230,000
  - 11/16/2021 Budget Adjustment ord. # 21-060
    - AV equipment – Council Chambers -\$41,000
    - PD AC Repair - \$10,000
    - Website upgrades - \$40,000
    - Premium Pay for Essential Workers -\$150,000
    - Citizen Utility Asst. -\$50,000
    - Library AC repair -\$25,000
  - For FY 23 Budget
    - Fire Truck-\$400,000
    - Shadow Mist Skate Park -\$70,000
  - This item was heard at the Town Hall Meeting on 3/26/2022
    - Citizen input will be presented at the 4/19/22 CC Mtg
  - At the 4/19/2022 council Meeting council decided to use \$400,000 to purchase a fire truck
  - Finance Director gave a presentation on 10/18/2022 council meeting
  - City Manager updated eligible items and gave a presentation 4/18/2023. Council directed to buy a new Fire truck, ambulance and well generator.
  - 8/15/2023 -Remaining funds will be allocated to water.
- **LVHS request for ARP funds**
  - Reviewing MOU on 11/1/2022, 12/6/2022
    - No funds remaining
- **Demolition Policy**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda
  - 5/16/2023 – Scheduled Moved by CM due to the number of items on the agenda
  - 6/6/2023 – scheduled received input will return on July 18, 2023
    - Overfilled Agenda Moved by City Manager
  - 7/18/2023
    - Overfilled Agenda Moved by City Manager
  - 08/01/2023

- Overfilled agenda moved by manager
- 08/15/2023
  - On the agenda for discussion. Council unanimously approved the policy