



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, August 01, 2023 at 5:30 PM

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

1. Set the Maximum Proposed Tax Rate for 2023
- [2.](#) Set Date, Time, and Location of Public Hearing on Proposed Tax Rate for 2023
3. Citizens Budget Requests
- [4.](#) Consider Approval of Proposed Charter Amendments for the November 2023 Special Election
- [5.](#) Consider Approval of Ordinance Ordering a Special Election for the Purpose of Amending the City of Stephenville Charter
6. Consider Approval of Changing the Date of the October Regular City Council Meeting
- [7.](#) Consider Approval of Resolution Denying the Distribution Cost Recovery Factor Application Proposed by Oncor Electric Delivery Company, LLC
- [8.](#) Consider Approval of a Professional Services Agreement for the Lillian Pump Station Distribution Pump Project

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

- [9.](#) PD2021-001 – UPDATE
Applicant Taylor Kanute of Harbin Street LLC, Pursuant to the Requirements Set Forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is Presenting an Update and Requesting an Extension of the Development Schedule for the Planned Development located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 of the City of Stephenville, Erath County, Texas
- [10.](#) Consider Approval of Ordinance Extending the Modified Development Schedule for Planned Development District (PD) Located at 0 Harbin Drive, Parcel R73763, being South Side Addition, Block 19; Lot 15 of the City of Stephenville, Erath County, Texas

PUBLIC WORKS COMMITTEE

Mark McClinton, Chair

11. Public Works Committee Report - July 18, 2023
- [12.](#) Consider Approval of a Renewal Amendment to the Solid Waste Franchise Agreement

[13.](#) Consider Approval of a Policy for Extension of Utility Services Beyond the City Limits

NOMINATIONS COMMITTEE

Maddie Smith, Chair

[14.](#) Nominations Committee Report

[15.](#) Discuss and Consider Approval of Appointments to Citizen Boards and Commissions

FINANCIAL REPORTS

Monica Harris, Director of Finance

[16.](#) Monthly Budget Report and Quarterly Investment Report for the Period Ending June 30, 2023

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT AGENDA

[17.](#) Consider Approval of Minutes - July 11, 2023

[18.](#) Consider Acceptance of the 536 Well Field Transmission Line Project

COMMENTS BY CITY MANAGER

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

19. Section 551.071. Consultation with Attorney - to Consult Over a Pending or Contemplated Litigation

20. Section 551.071. Consultation with Attorney - to Consult Over a Pending or Contemplated Litigation

21. Section 551.087. Deliberation Regarding Economic Development Negotiations - Project Reload

22. Section 551.074. Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

1. City Secretary
2. Director of Administrative Services
3. Director of Development Services
4. Director of Finance
5. Director of Parks and Leisure Services
6. Director of Public Works
7. Fire Chief
8. Police Chief

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.



STAFF REPORT

SUBJECT: Set Date, Time, and Location of Public Hearing on Proposed Tax Rate for 2023

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

RECOMMENDATION:

Staff recommends setting the public hearing on the 2023 proposed tax rate on September 19, 2023 at 5:30 pm in the Council Chambers at City Hall located at 298 W. Washington in Stephenville.

BACKGROUND:

City Charter requires the City Manager to provide the proposed budget to the City Council at least 45 days prior to the beginning of the budget year. The proposed budget must also be filed with the City Secretary and posted on the website. If the proposed tax rate will exceed the No-New-Revenue rate, the City must have a public hearing on the proposed tax rate prior to adopting the tax rate. The adoption of the tax rate must be at least 30 days after the City Manager provides the proposed budget to the City Secretary and the proposed budget is posted on the website.

ALTERNATIVES

Choose a later date to have the hearing, but no later than September 29, 2023, the last day to adopt the tax rate.



COMMITTEE REPORT

REPORT TYPE: Charter Review Committee

MEETING: July 18, 2023

Present: Lonn Reisman, char; LeAnn Durfey; Bob Newby; David Baskett

Absent: None

DEPARTMENT: City Administration

STAFF CONTACT: Sarah Lockenour

CONSIDER APPROVAL OF PROPOSED CHARTER AMENDMENTS FOR THE NOVEMBER 2023 SPECIAL ELECTION

Lonn Reisman presented this item at the June 6, 2023, Regular Council meeting. The Charter Review Committee recommended the following:

- 1- Amend Article III, Sections 1, 5, 7 and 9 and Article VIII, Section 8 of the City Charter of the City of Stephenville to reduce the number of City Council Members from eight to six change the number required for a quorum from six (6) to four (4); and authorize the existing Stephenville City Council to adopt rules of transition.

MOTION by David Baskett, second by Maddie Smith, to amend Article III, Sections 1,5,7 and 9 and Article VIII, Section 8 of the City Charter of the City of Stephenville reducing the City Council Members from eight to six and change the number required for a quorum from six to four; and to place on the November 2023 ballot. MOTION CARRIED unanimously.

Lonn Reisman presented this item at the July 18, 2023, Charter Review Committee meeting. The Charter Review Committee recommended the following:

- 2- Amend Article III, Sections 5 and 10 of the City Charter of the City of Stephenville to increase the number of terms candidates seeking public office can hold by changing the existing term of office for all City of Stephenville Council Members from two (2), two-year terms to three (3), two-year terms or two, three-year terms for a maximum total time in office of six (6) years.

MOTION by Lonn Reisman, second by David Baskett, to amend the Charter as presented changing the term limits from two (2), three (3) year terms to three (3), two (2) year terms for a maximum total time in office of six (6) years; and to place on the November 2023 ballot. MOTION CARRIED UNANIMOUSLY.

ORDINANCE NO. 2023-O-___**AN ORDINANCE OF THE CITY OF STEPHENVILLE, TEXAS, CALLING AN ELECTION FOR NOVEMBER 7, 2023 FOR THE PURPOSE OF AMENDING THE CITY CHARTER**

WHEREAS, Stephenville, Texas is a home rule municipality acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, it is the intention of the City Council to call an election to submit proposed amendments to the City Charter to the voters in accordance with Section 9.004 of the Texas Local Government Code; and

WHEREAS, an election to submit to voters proposed amendments to the City Charter is required by law to be held on the uniform election date that occurs 30 days after the election is ordered and Section 3.005 of the Texas Election Code requires that a special election be ordered not later than the 70th day before the date of the election; and

WHEREAS, Section 41.001 of the Texas Election Code specifies that November 7, 2023, is a uniform election date.

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

SECTION 1. CHARTER AMENDMENT ELECTION CALLED

The City Council does hereby, on its own motion, order an election to submit to the voters of the City of Stephenville, Texas proposed amendments to the City Charter. The proposed amendments to the City Charter are set forth in substantially similar form in Exhibit "A" attached to this ordinance and incorporated herein for all purposes and are hereby approved by the City Council for submission to the voters. The election shall be conducted according to the laws of the State of Texas, and shall be held on Tuesday, November 7, 2023, from 7:00 a.m. to 7:00 p.m. at the following locations:

Erath County Annex 3, 222 East College St., Stephenville, Texas 76401

Patrick Street Church of Christ, 630 N Patrick St., Dublin, Texas 76446

Texas Bank, 988 Wolfe Nursery Road, Stephenville, Texas 76401

Texas A&M AgriLife Research & Extension Center, 1229 N. U.S. Hwy 281, Stephenville, Texas 76401

*Erath County voters can vote at any of the following locations on Election Day, regardless of where you reside in Erath County

SECTION 2. BALLOTS

The official ballots for said election shall be prepared in accordance with the Texas Election Code so as to permit the electors to vote "YES" or "NO" on each proposition, with the ballots to contain such provisions, markings, and language as required by law, and with the propositions to be expressed substantially as set

forth in Exhibit "B" attached to this ordinance and incorporated herein for all purposes.

SECTION 3. EARLY VOTING

The Erath County Clerk is hereby authorized and instructed to provide and furnish all necessary supplies to conduct the election, in accordance with this ordinance and the Election Code.

Early voting will be held on the following dates and times:

Monday, October 23, 2023, until Friday, October 27, 2023, from 8:00 a.m. until 5:00 p.m.

Monday, October 30, 2023, until Wednesday, November 1, 2023, from 8:00 a.m. until 5:00 p.m.

Thursday, November 2nd, 2023, until Friday, November 3, 2023, from 7:00 a.m. until 7:00 p.m.

Early voting will be held at the following locations:

Erath County Annex 3 (Primary Voting Location)

100 W. Washington, Stephenville, Texas 76401

Patrick Street Church of Christ

630 N Patrick St., Dublin, Texas 76446

(ONLY: October 30th- November 3rd, 8:00 a.m. until 5:00 p.m.)

SECTION 4. NOTICE

Notice of Election. Notice of the special election, including a Spanish translation thereof, shall be posted not later than the twenty-first (21st) day before the election on the bulletin board at City Hall used for the posting of notices of meetings of the city council and shall be published at least once, not earlier than the thirtieth (30th) day nor later than the tenth (10th) day before the election in the newspaper published and of general circulation in the City of Stephenville, Texas.

Publication of Amendments. Additionally, in accordance with Section 9.004(c) of the Local Government Code, notice shall be published in a newspaper of general circulation in Texas on the same day, in each of two consecutive weeks, with the first publication occurring on or before the 14th day before election day. The notice shall contain a substantial copy of the proposed amendments.

SECTION 5. AMENDMENTS AND PROCEDURAL MATTERS

Matters contained in this ordinance relating to discretionary and procedural matters may be amended by resolution of the City Council, and procedural matters not established by this ordinance will be established by separate resolution.

SECTION 6. OTHER ACTION

The Mayor and City Secretary of the City of Stephenville, in consultation with the City Attorney, are hereby authorized and directed to take any additional action necessary to comply with provisions of the Texas Election Code or other state and federal statutes and constitutions in carrying out the conduct of the election, whether or not expressly authorized herein.

SECTION 7. SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall 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 ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 8. EFFECTIVE DATE

This ordinance shall become effective immediately upon its passing.

PASSED and APPROVED this the 1st day of August 2023.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King,
City Administrator

Approved as to form and legality by
Randy Thomas, City Attorney

EXHIBIT "A" PROPOSED AMENDMENTS

Proposition 1 - Reducing the City Council from eight (8) to six (6) members

Financial Impact: The amount paid to councilmembers will decrease by twenty percent overall due to the reduction in number councilmembers.

Charter language if approved:

Article III, Section 1 Governing Body

All governing and lawmaking powers of the City of Stephenville shall be vested in the council which shall consist of six (6) councilmembers and a mayor and said body shall be known as the "city council."

Article III, Section 5 Councilmembers, Terms of Office

There shall be six (6) members of the city council elected at large from the City of Stephenville...

Article III, Section 7 Mayor, Councilmembers – Qualifications

Each of the six (6) councilmembers and the mayor shall be a citizen of the United States of America, have been a resident of the State of Texas for a period of at least one (1) year, have been a resident of the City of Stephenville for a period of at least six (6) months, be a qualified voter of the State of Texas.

Article III, Section 9 Quorum

A quorum at any council meeting will be established by the presence of at least four (4) members.

Article VIII, Section 8 Amendments to Final Adopted Budget

In case of grave public necessity, emergency expenditures to meet unusual and unforeseen conditions which could not, by reasonable diligent thought and attention, have been included in the original budget may from time to time be authorized by the affirmative vote of at least four (4) members of the entire council, as amendments or supplements to the original budget. Such supplements or amendments shall be filed with the original budget.

Proposition 2 – Amending Term Limits for Mayor and Council Members

Fiscal Impact: None

Charter language if approved:

Article III, Section 5 Councilmembers, Terms of Office

Councilmembers shall be elected for a term of two (2) years, two (2) councilmembers being elected each year.

Article III, Section 10 Term Limits

The mayor and council members will not be allowed to seek re-election to the office of Mayor or Councilmember after they have been elected to three (3) consecutive terms in that particular office until they have taken a one-year hiatus.

EXHIBIT "B" BALLOT LANGUAGE

Proposition 1

Shall the City of Stephenville amend Article III, Sections 1, 5, 7 and 9 and Article VIII, Section 8 of the City Charter of the City of Stephenville to reduce the number of City Council Members from eight (8) to six (6) and change the number required for a quorum from six (6) to four (4); and authorize the existing Stephenville City Council to adopt rules of transition.

Proposition 2

Shall the City of Stephenville amend Article III, Sections 5 and 10 of the City Charter of the City of Stephenville to increase the number of terms candidates seeking public office can hold by changing the existing term of office for all City of Stephenville Council Members from two (2), two-year terms to three (3), two (2) year terms for a maximum total time in office of six (6) years.

RESOLUTION NO. 2023-R-XX

A RESOLUTION OF THE CITY OF STEPHENVILLE, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR AND UPDATE GENERATION RIDERS TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AUTHORIZING HIRING OF LEGAL COUNSEL; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Stephenville, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC. ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor ("OCSC"), a membership of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area; and

WHEREAS, on or about June 29, 2023, Oncor filed with the City an Application to Amend its Distribution Cost Recovery Factor and Update Mobile Generation Riders, PUC Docket No. 55190, seeking to increase electric distribution rates by approximately \$152.78 million and update Oncor's Rider Mobile Generation and Rider Wholesale Mobile Generation to recover \$1.07 million related to mobile generation facilities; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, OCSC is coordinating its review of Oncor's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, OCSC members and attorneys recommend that members deny the DCRF.

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

Section 1. That the City is authorized to participate with Cities in PUC Docket No. 55190.

Section 2. That subject to the right to terminate employment at any time, the City hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

Section 3. That the rates proposed by Oncor to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 4. That the Company shall continue to charge its existing rates to customers within the City.

Section 5. That the City’s reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of presentation of an invoice to Oncor.

Section 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 7. That a copy of this Resolution shall be sent to J. Michael Sherburne, Vice President – Regulatory, Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202; to Tab R. Urbantke, Hunton Andrews Kurth LLP, 1445 Ross Avenue, Suite 3700, Dallas, Texas 75202; and to Thomas L. Brocato, General Counsel to OCSC, at Lloyd Gosselink Rochelle & Townsend, 816 Congress Ave., Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this 1ST day of August 2023.

Mark McClinton, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

REVIEWED:

Jason King, City Manager

APPROVED AS TO FORM:

City Attorney



Lillian Pump Station Expansion – Contract Proposal



PROVENANCE
ENGINEERING
Rooted to Be *Uniquely Different*



July 13, 2022

Mr. Nick Williams, PE
City of Stephenville
298 W. Washington St.
Stephenville, TX 76401

Subject: Lillian Pump Station Expansion – Contract Proposal

Dear Mr. Williams:

I am pleased to present our proposal for the Lillian Pump Station Expansion Project. I have prepared this proposal for your review and consideration based upon our discussions. Please find the attached items for your review and comment.

- Contract Agreement
- Exhibit A – Engineering Services Scope of Service
- Exhibit B – Professional Service Fee Summary
- Exhibit C – Opinion of Probable Construction Cost

I am excited about the opportunity to work with you and your staff on this project. Should you have questions or concerns regarding the proposal please feel free to contact me at (817) 694-6324.

Sincerely,

Kent Riker, PE
President

Enclosure
Contract Proposal



Agreement





THIS IS AN AGREEMENT effective as of August 14, 2023 (“Effective Date”) between City of Stephenville (“Owner”) and Provenance Engineering, LLC. (“Engineer”).

Owner’s Project, of which Engineer’s services under this Agreement are a part, is generally identified as follows: Lillian Pump Station Expansion (“Project”).

Engineer’s services under this Agreement are generally identified as follows: Design, Bid and Construction Phase Services for the expansion of the Lillian Pump Station (“Services”).

Owner and Engineer further agree as follows:

1.01 Basic Agreement and Period of Service

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above (“Additional Services”).
- B. Engineer shall complete its Services within the following specific time period: 18 months presuming there are no delays between each task.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer’s Services is impaired, or Engineer’s Services are delayed or suspended, then the time for completion of Engineer’s Services, and the rates and amounts of Engineer’s compensation, shall be adjusted equitably.

2.01 Payment Procedures

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer’s invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition, Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and agrees to pay the undisputed portion.

2.02 Basis of Payment—Lump Sum

- A. Owner shall pay Engineer for Services as follows:



1. A Lump Sum amount of \$50,000.00 unless prior OWNER approval in writing. Additional Services may be performed only with prior OWNER approval in writing.
 - a. Payments to be made by Owner based on work progression.
 2. In addition to the Lump Sum amount, reimbursement for the following expenses: NONE
- B. The portion of the compensation amount billed monthly for Engineer's Services will be based upon Engineer's estimate of the percentage of the total Services actually completed during the billing period.

3.01 Termination

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's Services are delayed for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.I. The Owner anticipates lead-based paint may be present and therefore shall not be consider a Constituent of Concern.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
 2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.
- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective



date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over



competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 - 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$40,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of



Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- K. This Agreement is to be governed by the law of the state in which the Project is located.
- L. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.
- M. Liquidated Damages - Failure to meet the time lines for completion of work identified in (the project schedule - or other appropriate language) will result in liquidated damages of \$50.00 per consecutive calendar day until the work identified in "Exhibit A" - Scope of Services is submitted. Liquidated damages are only applicable to items under the control of ENGINEER and will not be enforced due to circumstances out of the control of ENGINEER.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Definitions

- B. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- C. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule,



regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

- Attachments:*
- “Exhibit A”, Engineer’s Scope of Services
 - “Exhibit B”, Fee Summary
 - “Exhibit C”, Opinion of Probable Construction Cost



IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: City of Stephenville

Engineer Provenance Engineering, LLC.

By: _____

By: _____

Print name: Doug Svien

Print name: Kent Riker, PE

Title: Honorable Mayor

Title: President

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate No.: 20783

State of: Texas

Address for Owner's receipt of notices:

Address for Engineer's receipt of notices:

City of Stephenville
298 W Washington Street
Stephenville, Texas 76401
254.918.1223

Provenance Engineering, LLC.
2501 FM 1189
Weatherford, Texas 76087
817.775.7172

IN DUPLICATE



"EXHIBIT A"





Project Description

The following Scope of Service describes the services and project tasks to be performed and completed by the ENGINEER in association with the Lillian Pump Station Expansion Project. The OWNER desires the installation of a new 1,200 GPM pump at the Lillian Pump Station to expand its pumping capacity to the low pressure zone and 377 ground storage tank. The services necessary to design, bid, and construct the expansion project are listed herewith in. Listed below is a general description of work to be designed as part of the project.

- New split case 1,200 GPM pump and pump control valve to match existing.
- New pump drive, control panel, and instrumentation and controls to match existing.

Basic Services:

Upon receipt of notice to proceed, the ENGINEER will begin Basic Services as outlined herein. The scope of SERVICES includes the development of a detailed drawings set, front-end documents and technical specifications for the OWNER to bid and construct the designed improvements.

The Basic Scope of SERVICES is separated into the following tasks:

- **Task 1** **Project Management**
- **Task 2** **Detailed Design Phase Services**
- **Task 3** **Bidding Phase Services**
- **Task 4** **Construction Phase Services**

Listed below is a specific description of tasks to be performed as part of the project.

TASK 1.0 Project Management & Expenses **\$5,000.00**

The ENGINEER will perform project management related duties. Project management duties include coordinating project tasks, coordinating progress with the OWNER and obtaining existing information for use during the project. Key aspects of Task 1.0 are listed below.

- Deliverables: Project Status Reports

1.1 Project Management and Administration – The ENGINEER will manage the day-to-day progress of the project. The ENGINEER will track the budget and schedule regularly and meet with the OWNER's project manager as necessary to update the schedule, progress of services, and potential changes to the scope of services. ENGINEER will provide a project status report to the OWNER with the monthly invoice.

1.2 Quality Assurance / Quality Control (QA/QC) – The ENGINEER will follow their internal QA/QC processes throughout the project. These processes include internal checking of calculations, review of documents, and checking of submittals. Deliverables will be submitted for ENGINEER's QA/QC Review performed by a senior level engineer.

TASK 2.0 Detailed Design Phase Services **\$33,040.00**

This task will encompass the design and preparation of the detailed plans and specifications for the work outlined in the scope of services to the 100% level of detail. The design will incorporate the following disciplines: civil, electrical, instrumentation and control. ENGINEER will also prepare an opinion of probable cost for the project based upon the complete detail design documents. Any cost opinions or Project economic evaluations provided by ENGINEER



will be on a basis of experience and judgment; but, since it has no control over market conditions or bidding procedures, ENGINEER cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions. Key aspects of Task 2.0 are listed below.

- Deliverables: 100% Submittal
- Meetings: Kick-off meeting and site tour
100% Review meeting

- 2.1 Data Collection and Site Visits** – This task includes collecting and reviewing data from the OWNER required for the analysis, which will include, at a minimum, existing equipment information. The ENGINEER will review historic drawings of existing pump station provided by the OWNER.
- 2.2 Drawings** - The ENGINEER will deliver one (1) electronic drawing set for the project, completed to 100% level, to the OWNER for review and comment. The design and detail drawings will be prepared in accordance with local, state, and federal laws, and all specific requirements of the OWNER.
- 2.3 Specifications** – The ENGINEER will deliver one (1) electronic specification set for the project, completed to 100% level, to the OWNER for review and comment. The ENGINEER will include OWNER's standard General Conditions specification sections and modify Supplementary Conditions as necessary to fit this project. Documents include General and Special Conditions, Bid Proposal Forms, Instructions to Bidders, and all other technical sections generally considered to be necessary for solicitation of bids. The specifications will be prepared in accordance with local, state, and federal laws, and all specific requirements of the OWNER.

TASK 3.0 Bid Phase Services \$5,180.00

ENGINEER will assist the OWNER in obtaining competitive and qualified bids. ENGINEER will recommend a number of qualified bidders to whom the Notice to Bidders should be sent. The OWNER will be responsible for fulfilling all legal advertising requirements. Key aspects of Task 3.0 are listed below.

- Deliverables: Bidding Documents
- Meetings: Pre-Bid meeting
Bid Opening meeting

- 3.1 Contract Documents Bid Set** – The ENGINEER will incorporate the comments from the 100-percent review meeting. The ENGINEER will seal and sign the completed documents. The ENGINEER will produce advertisement and deliver to the OWNER for advertisement. The ENGINEER will reproduce and distribute contract documents to prospective bidders and vendors and maintain a log of distribution. The ENGINEER will charge bidders and vendors a fee for Contract Documents. The ENGINEER will provide two (2) sets of half-size drawings and specifications for OWNER's use.
- 3.2 Clarifications to Prospective Bidders** – The ENGINEER will provide clarifications and answer questions from prospective bidders directly or made through the OWNER during the bidding tasks. Clarification(s), if necessary, will be distributed to perspective bidders via addenda. Clarifications and answers to questions will be published by the OWNER. The ENGINEER will conduct one (1) pre-bid meeting which will include a project overview presentation at a location designated by the OWNER and a project site visit led by the ENGINEER with prospective bidders.



- 3.3 **Bid Recommendation** – The ENGINEER will attend bid opening, review bids and assist with recommendations for contract awards.
- 3.4 **Conform to Bid** – The ENGINEER will compile the Conform to Bid documents and provide two (2) sets of half-size drawings and specifications for OWNER’s use.

TASK 4.0 Construction Phase Services \$6,780.00

The Construction services will include those tasks necessary to represent the OWNER during the project construction. Key aspects of Task 4.0 are listed below.

- Deliverables: Construction meeting minutes
Contractor Payment Application recommendations
Shop drawing responses
Request for Information responses
Change Order recommendations, if required
Field Order(s), if required
As-Built Drawings
- Meetings: Construction Kickoff Meeting
Monthly construction progress meetings
Substantial completion inspection

4.1 Construction Meetings

Construction Kick-off Meeting – Conduct a construction kick-off meeting with the Contractor and OWNER to review the key construction processes outlined in Contract Documents, establish lines of communication and protocols, identify critical path of schedule, provide two (2) Conform to Bid Documents to Contractor, and issuing Notice to Proceed with executed Contracts to Contractor.

Construction Meetings – The ENGINEER will attend bi-monthly construction progress meeting with OWNER and Contractor. An estimate of three (3) construction meetings are included, with one person from the ENGINEER’s project team attending.

Site Visits – The ENGINEER will make periodic visits, estimate of nine (9), to the project site to observe the progress and quality of the various aspects of the Contractor’s work.

Substantial Completion Inspection – The ENGINEER will participate in substantial completion inspection and provided list of noted items not in compliance with Construction Documents.

4.2 Submittals

Submittal Management –The ENGINEER will log-in, track, and distribute submittals internally and provide review comments to Contractor and OWNER.

Construction Execution Plan – The ENGINEER will review the Contractor’s execution plan and provide comments. The plan will be measured against the Contractors actual progress results.

Shop Drawing – The ENGINEER will perform technical and functional review of all shop drawings and other submittals and provide responses.

Field Testing Reports – The ENGINEER will review Field Test reports and flag any potential tests that do not conform to the Contract Document requirements.

Contractor Payment Requests – The ENGINEER will review of all Contractor Payment Request for accuracy and provide recommendations.



- 4.3 Request for Information (RFI)** – The ENGINEER will review and respond to all RFIs, as necessary, submitted by the Contractor. The ENGINEER will coordinate with the OWNER on RFIs that requires information from the OWNER. Draft responses will be submitted to the OWNER for review and comment prior to submitting to the Contractor.
- 4.4 Contract Modifications Requests**
- Field Order (FO) Management** – The ENGINEER will provide direction to the Contractor, as necessary, for modifications to the Bid Documents through FO to complete the Scope of Service identified herein. FO are used to address unforeseen issues. FO will be submitted to the OWNER for review and comment before submitting to the Contractor.
- Change Order (CO) Management** – The ENGINEER will review and provide recommendation to the OWNER on all Change Order requests received by the Contractor. The ENGINEER will work with the OWNER to properly facilitate CO requests when appropriate.
- 4.5 As-Built Documentation** – ENGINEER will develop As-built drawings from the construction notes provided by the Contractor and OWNER. The OWNER will provide ENGINEER with all field changes and notes to be incorporated into the As-built documents.

Additional Services:

Additional Services can be performed as requested in writing by the OWNER. A detailed scope, schedule and fee will be created upon request by the OWNER as these services are NOT included in the Scope of Work, Schedule, or Fee of this contract.

- In the field - SCADA wiring, termination, programming, integration

Services Not Included

Any other services, including but not limited to the following, are not included in this Scope of SERVICES:

- Meetings beyond those identified in the scope
- Professional services associated with re-bidding the project or value engineering.
- No Arch flash study or code improvements.
- No hydraulic analysis will be included pumps will match existing equipment only.
- Assisting OWNER or Contractor in the defense or prosecution of litigation in connection with or in addition to those services contemplated by this Agreement. Such services, if any, will be furnished by Engineer on a fee basis negotiated by the respective parties outside of and in addition to this Agreement.
- Appearing before regulatory agencies or courts as an expert witness in any litigation with third parties or condemnation proceedings arising from the development or construction of the Project, including the preparation of engineering data and reports for assistance to OWNER.
- Performance of miscellaneous and supplemental services related to the project as requested by OWNER, other than those described in Supplemental Services section.
- Any other services not listed in the Scope of Services.



Information Needed from the OWNER

OWNER shall provide at a minimum to ENGINEER, the following items/information/assistance:

1. Furnish any existing data, reports, addresses, maps, plans, or construction drawings, etc. that may pertain to the project as requested.
2. Provide access to the pump station site by issuing keys, combinations and approval to enter facilities on as needed basis while under contract to inspect the facility.

Time Period for Performance

Time periods for performance of the SERVICES are as follows:

TASK 1.0	**
TASK 2.0	6 months
TASK 3.0	3 months
TASK 4.0	9 months
TOTAL	18 months

****Task 1.0 will be performed for the total duration of the project.**

Assumptions

This Scope of SERVICES assumes the following:

- A two-week review period by OWNER for each submittal. All OWNER comments should be provided within the two-week review period. Any delays caused by the OWNER'S review shall be cause for an equitable extension of the design submittal timeline.

Method of Payment

The Owner shall compensate Engineer on a lump sum basis in accordance with Exhibit B Fee Summary shown above for the provided Basic Services described herein and the approved Supplemental Services described herein. Invoices shall be submitted monthly by the Engineer, in a format acceptable to the Owner, based upon the percentage of SERVICES completed to date. The Engineer shall not exceed the stated fee amount without written approval from the Owner. The Engineer shall seek written approval for any SERVICES outside of the stated scope before performing said SERVICES.



"EXHIBIT B"





EXHIBIT B
CITY OF STEPHENVILLE
LILLIAN PUMP STATION EXPANSION
PROFESSIONAL SERVICE FEE SUMMARY



PROVENANCE
ENGINEERING

Task 1.0 - Project Management	
1.100 Project Management and Administration	\$ 2,960
1.200. Quality Assurance / Quality Control (QA/QC)	\$ 1,260
1.300. Kick-off Meeting	\$ 780
Sub-Total	\$ 5,000
Task 2.0 - Detailed Design	
2.100. Data Collection and Site Visits	\$ 780
2.200. Drawings	\$ 23,760
2.300. Specifications	\$ 8,500
Sub-Total	\$ 33,040
Task 3.0 - Bid Phase Services	
3.100. Contract Documents Bid Set	\$ 2,220
3.200. Clarifications to Prospective Bidders	\$ 740
3.300. Bid Recommendation	\$ 740
3.400. Conform to Bid	\$ 1,480
Sub-Total	\$ 5,180
Task 4.0 - Construction Phase Services	
4.100. Construction Meetings	\$ 2,340
4.200. Submittals	\$ 1,480
4.300. Request for Information (RFI)	\$ 740
4.400. Contract Modifications Requests	\$ 740
4.500. As-Built Documentation	\$ 1,480
Sub-Total	\$ 6,780
Base Services	\$ 50,000
Total Fee Proposal	\$ 50,000



"EXHIBIT C"





EXHIBIT C
CITY OF STEPHENVILLE
Lillian Pump Station Expansion
Opinion Of Probable Construction Cost



ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	ITEM COST
1	Mobilization, Demobilization, Bonding and Insurance	LS	\$150,000	1	\$150,000
2	Split Case Pump	LS	\$105,000	1	\$105,000
3	Pump Control Valve	LS	\$25,000	1	\$25,000
4	Piping and Misc valves	LS	\$35,000	1	\$35,000
5	Instrumentation and Controls	LS	\$25,000	1	\$25,000
6	Electrical	LS	\$25,000	1	\$25,000
	SUB TOTAL				\$365,000
	CONTINGENCY		30%		\$110,000
	SUB TOTAL				\$475,000
	Contractor Profit		15%		\$75,000
	Engineering		10%		\$50,000
	TOTAL				\$600,000

This Opinion of Probable Construction Cost was prepared by Kent W. Riker, P.E. # 103730, firm No. 20783, and shall not be used for construction, permitting or other construction purposes.

STAFF REPORT



SUBJECT: Lillian Pump Station – Distribution Pump Project – Professional Services Agreement
MEETING: Regular Business Meeting – 01 AUG 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends entering into a professional services agreement with Provenance Engineering for the budgeted design of the Lillian Pump Station - Distribution Pump Project.

BACKGROUND:

The Lillian Pump Station receives and treats raw water and pumps potable water into the Stephenville distribution system. The water distribution system consists of a high zone, on the western side of the city, and a low zone, on the eastern side of the city. When the pump station was constructed in 2001, three pumps were installed for the high zone and two pumps were installed for the low zone. Piping was installed for a future third pump for the low zone. This project would complete the engineering specifications and provide construction documents to install the third pump, motor, and electrical components at the station.

PROPOSAL:

A professional services proposal has been received from Provenance Engineering to provide plans, detailed technical specifications for the civil, electrical, and instrumentation and control disciplines for the project. The proposal provides an 18-month term to provide the design, bid, and construction phase services.

FISCAL IMPACT SUMMARY:

The full \$50,000 design cost was approved in the FY22-23 budget.

The agreement provides for the preparation of construction drawings, detailed specifications as well as pre-bid and bidding assistance, contractor review and recommendation, and construction phase services for \$50,000.

The estimated construction cost is listed at \$600,000 and would be completed with the expansion of the station with a new 1MG ground storage tank currently forecasted for FY25-26.

Once the design is completed, the bid and construction phase services would only commence with written authorization.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Delay the design portion of the booster pump project.

ADVANTAGES:

Approval of the agreement remains within the approved, allocated budget. The agreement provides for the on-site services under a single contract. Approval provides a shelf-ready set of construction plans and project bid documents.

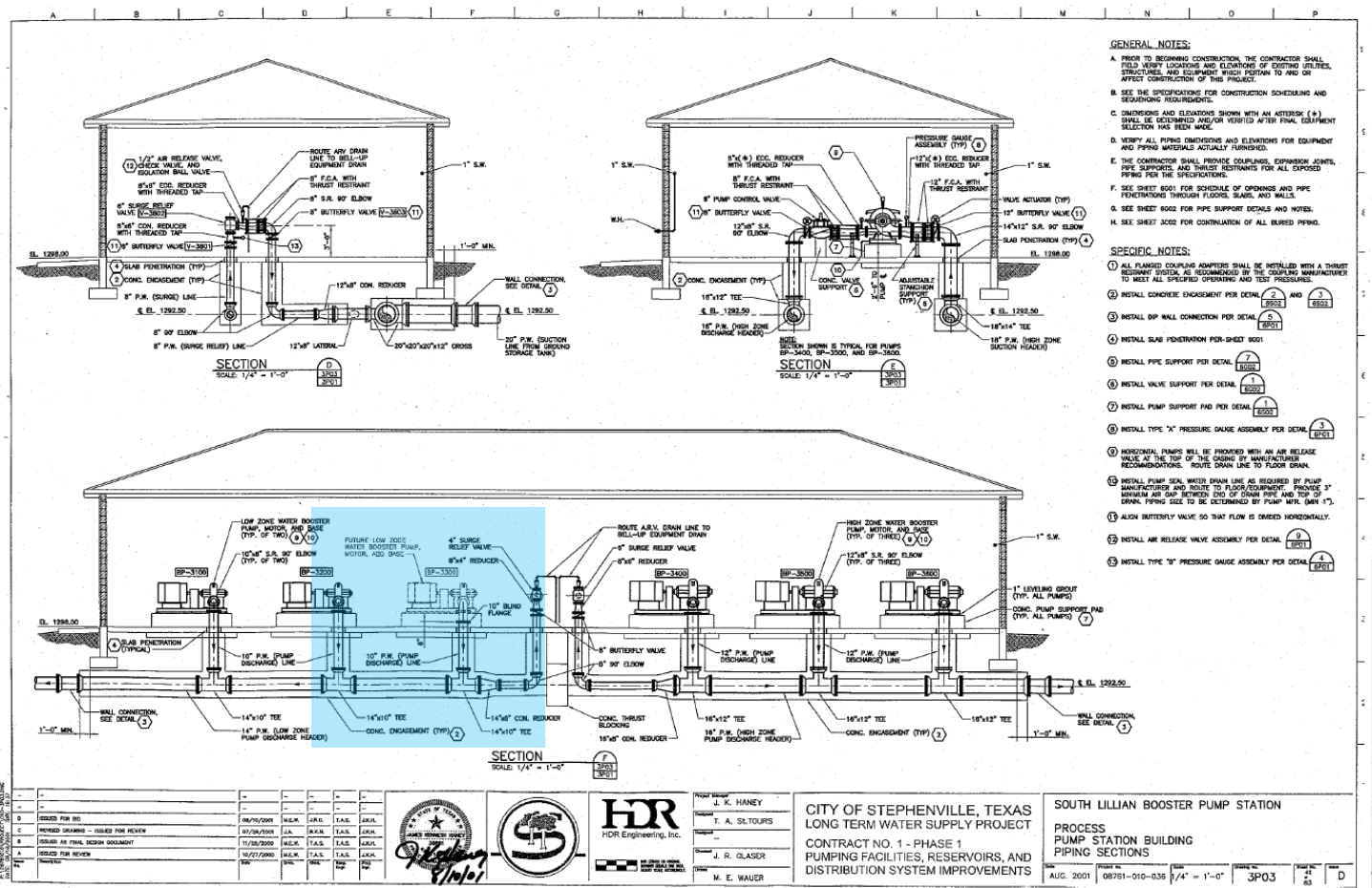
DISADVANTAGES:

There are no known disadvantages to proceeding as described above.

ATTACHMENTS:

[Lillian Pump Station – Distribution Pump Project – Professional Services Agreement](#)

Item 8.





STAFF REPORT

SUBJECT: PD2021-001 – UPDATE

Applicant Taylor Kanute of Harbin Street LLC, pursuant to the requirements set forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is presenting an update and requesting an extension of the development schedule for the Planned Development located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 of the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

To approve the modified Development Schedule.

BACKGROUND:

The Planning and Zoning Commission convened on May 19, 2021, and by a vote of 5/1, recommended the City Council approve the rezoning request. Subsequently, on June 1, 2021, the City Council approved Ordinance No. 2021-O-19, rezoning the property from Retail and Commercial Business (B-2) to Planned Development District.

Significant project delays occurred due to the developer having to obtain an easement from the railroad to extend the sewer line along Harbin Street. The easement was secured, and public improvements have started.

When the PD was approved on June 1, 2021, the developer indicated a more defined development timeline including start and completion dates would be provided. City ordinance requires annual updates to the Commission. Because of the delays, an updated project schedule is necessary.

On July 19, 2023, an updated Development Schedule was presented to the Planning and Zoning Commission. The Commission voted 7-0 to approve the Development Schedule as presented and require an update on the project within six months.



DESCRIPTION OF REQUESTED ZONING

Sec. 154.08. Planned development district (PD).

8.A Description.

- (1) Planned development districts are designed for greater flexibility and discretion in the application of residential and non-residential zoning and for increased compatibility and the more effective mitigation of potentially adverse impacts on adjacent land than is possible under standard district regulations. It is recognized that it is desirable for certain areas of the city to be developed in accordance with development plans prepared and approved as a part of the ordinance authorizing the zoning necessary for the proposed development.
- (2) Improvements in a "PD" District are subject to conformance with a development plan approved by the City Council on Planning and Zoning Commission recommendation and after public hearing thereon. No development plan may increase gross density in excess of that allowed by the base district.

8.B Permitted Uses. In a PD Development District, no land shall be used, and no building shall be installed, erected for/or converted to any use other than a hereinafter provided.

NON-RESIDENTIAL PLANNED DEVELOPMENTS. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Non-residential uses are situated such that an appreciable amount of land is available for open space or joint use as parking space and is integrated throughout the planned development;
- (3) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (4) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional non-residential projects; and
- (5) The project provides a compatible transition between adjacent existing single-family residential projects and provides a compatible transition for the extension of future single-family projects into adjacent undeveloped areas.

RESIDENTIAL PLANNED DEVELOPMENT. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;
- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;

- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and
- (7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

8.C Prohibited Uses.

- (1) Any building erected or land used for other than the use shown on the Planned Development Site Plan, as approved by the City Council.
- (2) Any use of property that does not meet the required minimum lot size; front, side and rear yard dimensions; and/or lot width, or exceeds the maximum height, building coverage or density per gross acreage as shown in the development's recorded Planned Development Site Plan, as approved by City Council.
- (3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

8.D Ownership. An application for approval of a Planned Development Plan under the Planned Development District regulations may be filed by a person having legal ownership of the property to be included in the Development Plan. In order to ensure unified planning and development of the property, the applicant shall provide evidence, in form satisfactory to the City Attorney, prior to final approval of the Development Plan, that the property is held in single ownership or is under single control. Land shall be deemed to be held in single ownership or under single control if it is in joint tenancy, tenancy in common, a partnership, a trust or a joint venture. The Development Plan shall be filed in the name(s) of the record owner(s) of the property, which shall be included in the application.

8.E Development Schedule.

- (1) An application for a Planned Development District shall be accompanied by a development schedule indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule, adopted and approved by the City Council, shall become part of the Planned Development Ordinance and shall be adhered to by the owner, developer and their assigns or successors in interest.
- (2) Annually, upon the anniversary date, or more frequently if required, the developer shall provide a written report to the Planning and Zoning Commission concerning the actual development accomplished as compared with the development schedule.
- (3) The Planning and Zoning Commission may, if in its opinion the owner or owners of the property are failing or have failed to meet the approved development schedule, initiate proceedings to amend the Official Zoning map or the Planned Development District by removing all or part of the Planned Development District from the Official Zoning Map and placing the area involved in another appropriate zoning district. After the recommendation of the Planning and Zoning commission and for good cause shown by the owner and developer, the City Council may extend the development schedule as may be indicated by the facts and conditions of the case.

8.F Plat Requirements. No application for a building permit for the construction of a building or structure shall be approved unless a plat, meeting all requirements of the City of Stephenville has been approved by the City Council and recorded in the official records of Erath County.

8.G Concept Plan. The applicant for any PD Planned Development shall submit a concept plan to the Planning and Zoning Commission for review prior to submitting a Development Plan. The concept plan shall contain

appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

8.H Development Plan Approval Required. No building permit or certificate of occupancy shall be issued and no use of land, buildings or structures shall be made in the "PD" District until the same has been approved as part of a development plan in compliance with the procedures, terms and conditions of this section of the ordinance.

8.I Approval Procedures.

- (1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.
- (2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.
- (3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.
- (4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.
- (5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:
 - (a) A change in the character of the development;
 - (b) An increase in the gross floor areas in structures;
 - (c) An increase in the intensity of use;
 - (d) A reduction in the originally approved separations between buildings;
 - (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
 - (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
 - (g) A reduction in the originally approved setbacks from property lines;
 - (h) An increase in ground coverage by structures;
 - (i) A reduction in the ratio of off-street parking and loading space; and
 - (j) A change in the size, height, lighting or orientation of originally approved signs.
- (6) The decision of the Director of Community Development or his or her designee as to whether minor changes are being requested may be appealed to the Planning and Zoning Commission. Any change deemed not to be minor change, as indicated above, shall be processed as a new application in accordance with the provisions of this section and Section 20.1 of the Zoning Ordinance.

8.J Development Plan Requirements. The development plan submitted in support of a request for development plan approval shall contain sufficient information delineating the characteristics of the site, changes in those characteristics as may be proposed by the development, how the development will relate to public services and facilities and what protection features are included to insure that the development will be

compatible with existing and allowable development on adjacent property. The development plan shall show at least the following items of information:

- (1) The location of all existing and planned non-single-family structures on the subject property;
- (2) Landscaping lighting and/or fencing and/or screening of common areas;
- (3) General locations of existing tree clusters, providing average size and number and indication of species;
- (4) Location and detail of perimeter fencing if applicable;
- (5) General description/location of ingress and egress with description of special pavement treatment if proposed;
- (6) Off-street parking and loading facilities, and calculations showing how the quantities were obtained for all non single-family purposes;
- (7) Height of all non-single-family structures;
- (8) Proposed uses;
- (9) Location and description of subdivision signage and landscaping at entrance areas;
- (10) Street names on proposed streets;
- (11) Proposed minimum area regulations including, set-backs, lot-sizes, widths, depths, side-yards, square footage or residential structures;
- (12) Indication of all development phasing and platting limits; and
- (13) Such additional terms and conditions, including design standards, as the Planning and Zoning Commission and the City Council deem necessary.

8.K Conditions for Development Plan Approval.

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
 - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;
 - (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;
 - (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
 - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
 - (e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
 - (f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.
- (2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

8.L Additional Conditions. Every Planned Development District approved under the provisions of this Ordinance shall be considered as an amendment to the Ordinance applicable to the property involved. In an approved

Planned Development District, the City Council may impose conditions relative to the standard of development, and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District; and such condition shall not be construed as conditions precedent to the approval of the zoning amendment, but shall be constructed as conditions precedent to the granting of a certificate of occupancy.

8.M Revocation.

- (1) Approval of a development plan may be revoked or modified, after notice and hearing, for either of the following reasons:
 - (a) Approval was obtained or extended by fraud or deception; or
 - (b) That one or more of the conditions imposed by the City Council on the development plan has not been met or has been violated.
- (2) Development controls:
 - (a) The City Council may impose more restrictive requirements than those proposed in the development plan in order to minimize incompatibilities;
 - (b) A "PD" District shall have a minimum lot area of not less than one acre under unified control;
 - (c) The parking requirements of the Zoning Ordinance shall apply to all uses in the "PD" District unless otherwise specified on the development plan; and
 - (d) "PD" provisions may vary setbacks with approval.

FACTORS TO CONSIDER:

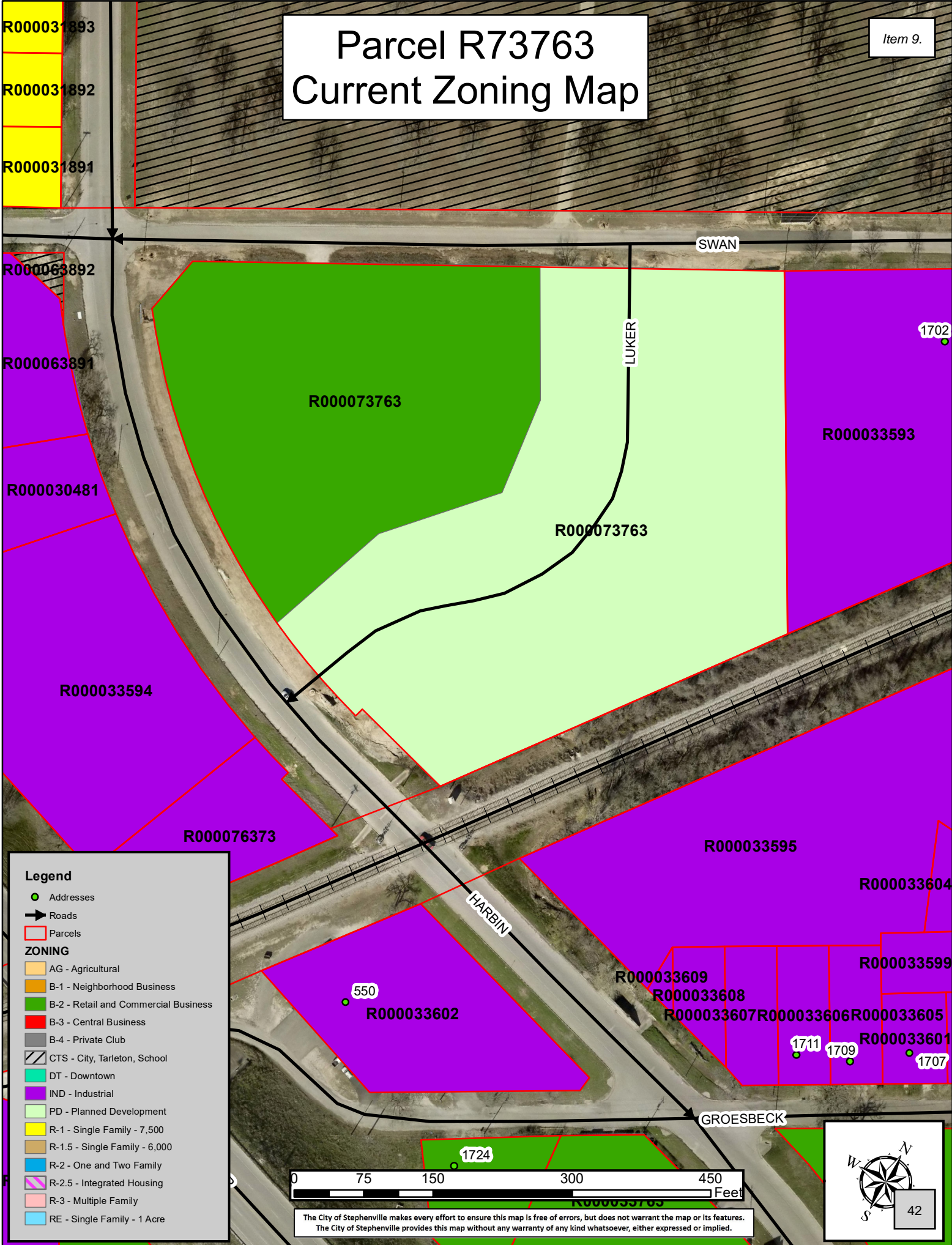
- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

ALTERNATIVES

- 1) Accept the recommendation of the Planning and Zoning Commission and approve the modified Development Schedule.
- 2) Deny the modified Development Schedule. Such action will require the removal of all or part of the Planned Development and reassignment of zoning.

Parcel R73763 Current Zoning Map

Item 9.

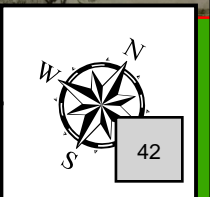


Legend

- Addresses
- Roads
- Parcels
- ZONING**
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tarleton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One and Two Family
- R-2.5 - Integrated Housing
- R-3 - Multiple Family
- RE - Single Family - 1 Acre

0 75 150 300 450 Feet

The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.





PLANNING AND ZONING COMMISSION MEETING

City Hall Council Chambers, 298 W. Washington
Wednesday, July 19, 2023 at 5:30 PM

AGENDA

CALL TO ORDER

MINUTES

- [1.](#) Consider Approval of Minutes for June 21, 2023

PUBLIC HEARING

- 2. Case No.: PD2022-005 - UPDATE - THIS ITEM HAS BEEN TABLED**

Applicant Emanuel Glockzin, representing Retirement Living for Seniors, pursuant to the requirements set forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is presenting an update and requesting an extension of the development schedule for the Planned Development located at W Lingleville Rd., Parcel R77868, of MENELEE JARRETT of the City of Stephenville, Erath County, Texas.

- 3. Case No.: PD2021-001 - UPDATE**

Applicant Taylor Kanute of Harbin Street LLC, pursuant to the requirements set forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is presenting an update and requesting an extension of the development schedule for the Planned Development located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 of the City of Stephenville, Erath County, Texas.

ADJOURN

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.



PLANNING AND ZONING COMMISSION MEETING

City Hall Council Chambers, 298 W. Washington
 Wednesday, June 21, 2023 at 5:30 PM

MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on Wednesday, June 21, 2023 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COMMISSIONERS PRESENT: Lisa LaTouche, Chairperson
 Brian Lesley, Vice Chair
 Nick Robinson
 Mary Beach-McGuire

Allen Barnes
 Justin Allison
 Tyler Wright, Alternate 1

COMMISSIONERS ABSENT: Paul Ashby

OTHERS ATTENDING: Tina Cox, Commission Secretary

CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30 PM.

MINUTES

1. Consider Approval of Minutes – April 19, 2023

MOTION by Allen Barnes, second by Brian Lesley to approve the minutes for April 19, 2023. MOTION CARRIED by unanimous vote.

PUBLIC HEARING

2. Case No.: RZ2023-005

Applicant Ryan Studdard, representing Aaron Caulder, is requesting a rezone of property located at 711 Miller, Parcel R32523, being Acres 0.177, S5000 J.W. MILLER ADDITION;, BLOCK 2;, LOT 1 of the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business to (R-1.5) Single-Family Residential District.

Tina Cox, Planning Coordinator, briefed the commission on the rezone request. She stated that the applicant is requesting a rezone which conforms to the future land use designation in respect to

residential use, however, R-1.5 allows a smaller lot dimension of 50x100 and the construction of a single-family home no less than 1,000 square feet. The adjacent property located at 715 Miller was recently rezoned to R-1 Single-Family Residential District and the properties at 745 and 751 Miller have been rezoned to R-1.5, Single-Family Residential District. Ms. Cox concluded by stating that staff has no objections to this rezone request and for the record, an anonymous phone call from a citizen who expressed her concerns regarding sight visibility being that this is a corner lot and general issues.

Commissioner Wright requested clarification regarding possible sight issues and Chairperson LaTouche inquired as to why the applicant was requesting an R-1.5 instead of an R-1 zoning. Ms. Cox stated that the total square footage of the property totaled 7,000 square feet and the R-1 zoning requires the lot to be a minimum of 7,500 square feet.

Mr. Studdard was present to answer the Commissioners questions.

Chairperson LaTouche opened a public hearing at 5:35 PM.

No one spoke in favor of the rezone request.

The public hearing was closed at 5:35 PM.

MOTION by Mary Beach-McGuire, second by Brian Lesley, to recommend approval to the City Council for the rezone of property located at 711 Miller, Parcel R32523, being Acres 0.177, S5000 J.W. MILLER ADDITION;, BLOCK 2;, LOT 1 of the City of Stephenville, Erath County, Texas from (B-1) Neighborhood Business to (R-1.5) Single-Family Residential District. MOTION CARRIED by a unanimous vote.

ADJOURN

The meeting was adjourned at 5:36 PM.

APPROVED:

ATTEST:

Lisa LaTouche, Chair

Tina Cox, Commission Secretary



STAFF REPORT

SUBJECT: PD2021-001 – UPDATE

Applicant Taylor Kanute of Harbin Street LLC, pursuant to the requirements set forth by Section 154.08 of the City of Stephenville Zoning Ordinance, is presenting an update and requesting an extension of the development schedule for the Planned Development located at 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19; LOT 15 of the City of Stephenville, Erath County, Texas.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

To consider the modified Development Schedule and provide a recommendation to the City Council.

BACKGROUND:

The Planning and Zoning Commission convened on May 19, 2021, and by a vote of 5/1, recommended the City Council approve the rezoning request. Subsequently, on June 1, 2021, the City Council approved Ordinance No. 2021-O-19, rezoning the property from Retail and Commercial Business (B-2) to Planned Development District.

Significant project delays occurred due to the developer having to obtain an easement from the railroad to extend the sewer line along Harbin Street. The easement was secured, and public improvements have started.

When the PD was approved on June 1, 2021, the developer indicated a more defined development timeline including start and completion dates would be provided. City ordinance requires annual updates to the Commission. Because of the delays, an updated project schedule is necessary.



DESCRIPTION OF REQUESTED ZONING

Sec. 154.08. Planned development district (PD).

8.A Description.

- (1) Planned development districts are designed for greater flexibility and discretion in the application of residential and non-residential zoning and for increased compatibility and the more effective mitigation of potentially adverse impacts on adjacent land than in possible under standard district regulations. It is recognized that it is desirable for certain areas of the city to be developed in accordance with development plans prepared and approved as a part of the ordinance authorizing the zoning necessary for the proposed development.
- (2) Improvements in a "PD" District are subject to conformance with a development plan approved by the City Council on Planning and Zoning Commission recommendation and after public hearing thereon. No development plan may increase gross density in excess of that allowed by the base district.

8.B Permitted Uses. In a PD Development District, no land shall be used, and no building shall be installed, erected for/or converted to any use other than a hereinafter provided.

NON-RESIDENTIAL PLANNED DEVELOPMENTS. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Non-residential uses are situated such that an appreciable amount of land is available for open space or joint use as parking space and is integrated throughout the planned development;
- (3) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (4) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional non-residential projects; and
- (5) The project provides a compatible transition between adjacent existing single-family residential projects and provides a compatible transition for the extension of future single-family projects into adjacent undeveloped areas.

RESIDENTIAL PLANNED DEVELOPMENT. Considered appropriate where the following conditions prevail:

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;
- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;
- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;

- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and
- (7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

8.C Prohibited Uses.

- (1) Any building erected or land used for other than the use shown on the Planned Development Site Plan, as approved by the City Council.
- (2) Any use of property that does not meet the required minimum lot size; front, side and rear yard dimensions; and/or lot width, or exceeds the maximum height, building coverage or density per gross acreage as shown in the development's recorded Planned Development Site Plan, as approved by City Council.
- (3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

8.D Ownership. An application for approval of a Planned Development Plan under the Planned Development District regulations may be filed by a person having legal ownership of the property to be included in the Development Plan. In order to ensure unified planning and development of the property, the applicant shall provide evidence, in form satisfactory to the City Attorney, prior to final approval of the Development Plan, that the property is held in single ownership or is under single control. Land shall be deemed to be held in single ownership or under single control if it is in joint tenancy, tenancy in common, a partnership, a trust or a joint venture. The Development Plan shall be filed in the name(s) of the record owner(s) of the property, which shall be included in the application.

8.E Development Schedule.

- (1) An application for a Planned Development District shall be accompanied by a development schedule indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule, adopted and approved by the City Council, shall become part of the Planned Development Ordinance and shall be adhered to by the owner, developer and their assigns or successors in interest.
- (2) Annually, upon the anniversary date, or more frequently if required, the developer shall provide a written report to the Planning and Zoning Commission concerning the actual development accomplished as compared with the development schedule.
- (3) The Planning and Zoning Commission may, if in its opinion the owner or owners of the property are failing or have failed to meet the approved development schedule, initiate proceedings to amend the Official Zoning map or the Planned Development District by removing all or part of the Planned Development District from the Official Zoning Map and placing the area involved in another appropriate zoning district. After the recommendation of the Planning and Zoning commission and for good cause shown by the owner and developer, the City Council may extend the development schedule as may be indicated by the facts and conditions of the case.

8.F Plat Requirements. No application for a building permit for the construction of a building or structure shall be approved unless a plat, meeting all requirements of the City of Stephenville has been approved by the City Council and recorded in the official records of Erath County.

8.G Concept Plan. The applicant for any PD Planned Development shall submit a concept plan to the Planning and Zoning Commission for review prior to submitting a Development Plan. The concept plan shall contain appropriate information to describe the general land use configuration, proposed densities or lot sizes, proposed amenities and proposed regulation.

8.H Development Plan Approval Required. No building permit or certificate of occupancy shall be issued and no use of land, buildings or structures shall be made in the "PD" District until the same has been approved as part of a development plan in compliance with the procedures, terms and conditions of this section of the ordinance.

8.I Approval Procedures.

- (1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.
- (2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.
- (3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.
- (4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.
- (5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:
 - (a) A change in the character of the development;
 - (b) An increase in the gross floor areas in structures;
 - (c) An increase in the intensity of use;
 - (d) A reduction in the originally approved separations between buildings;
 - (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
 - (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
 - (g) A reduction in the originally approved setbacks from property lines;
 - (h) An increase in ground coverage by structures;
 - (i) A reduction in the ratio of off-street parking and loading space; and
 - (j) A change in the size, height, lighting or orientation of originally approved signs.
- (6) The decision of the Director of Community Development or his or her designee as to whether minor changes are being requested may be appealed to the Planning and Zoning Commission. Any change deemed not to be minor change, as indicated above, shall be processed as a new application in accordance with the provisions of this section and Section 20.1 of the Zoning Ordinance.

8.J Development Plan Requirements. The development plan submitted in support of a request for development plan approval shall contain sufficient information delineating the characteristics of the site, changes in those characteristics as may be proposed by the development, how the development will relate to public services and facilities and what protection features are included to insure that the development will be compatible with existing and allowable development on adjacent property. The development plan shall show at least the following items of information:

- (1) The location of all existing and planned non-single-family structures on the subject property;

- (2) Landscaping lighting and/or fencing and/or screening of common areas;
- (3) General locations of existing tree clusters, providing average size and number and indication of species;
- (4) Location and detail of perimeter fencing if applicable;
- (5) General description/location of ingress and egress with description of special pavement treatment if proposed;
- (6) Off-street parking and loading facilities, and calculations showing how the quantities were obtained for all non single-family purposes;
- (7) Height of all non-single-family structures;
- (8) Proposed uses;
- (9) Location and description of subdivision signage and landscaping at entrance areas;
- (10) Street names on proposed streets;
- (11) Proposed minimum area regulations including, set-backs, lot-sizes, widths, depths, side-yards, square footage or residential structures;
- (12) Indication of all development phasing and platting limits; and
- (13) Such additional terms and conditions, including design standards, as the Planning and Zoning Commission and the City Council deem necessary.

8.K Conditions for Development Plan Approval.

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
 - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;
 - (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;
 - (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
 - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
 - (e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
 - (f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.
- (2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

8.L Additional Conditions. Every Planned Development District approved under the provisions of this Ordinance shall be considered as an amendment to the Ordinance applicable to the property involved. In an approved Planned Development District, the City Council may impose conditions relative to the standard of development, and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District; and such condition shall

not be construed as conditions precedent to the approval of the zoning amendment, but shall be constructed as conditions precedent to the granting of a certificate of occupancy.

8.M Revocation.

- (1) Approval of a development plan may be revoked or modified, after notice and hearing, for either of the following reasons:
 - (a) Approval was obtained or extended by fraud or deception; or
 - (b) That one or more of the conditions imposed by the City Council on the development plan has not been met or has been violated.
- (2) Development controls:
 - (a) The City Council may impose more restrictive requirements than those proposed in the development plan in order to minimize incompatibilities;
 - (b) A "PD" District shall have a minimum lot area of not less than one acre under unified control;
 - (c) The parking requirements of the Zoning Ordinance shall apply to all uses in the "PD" District unless otherwise specified on the development plan; and
 - (d) "PD" provisions may vary setbacks with approval.

FACTORS TO CONSIDER:

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?
- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

ALTERNATIVES

- 1) Recommend the City Council approve the modified Development Schedule.
- 2) Recommend the City Council deny the modified Development Schedule. Such action will require the removal of all or part of the Planned Development and cause placement in another zoning district.

Updated Development Schedule for Tarleton Crossings



Malcolm Kanute <mkanute@keewaydindevelopments.com>

To Steve Killen

You replied to this message on 7/19/2023 2:05 PM.








Wed 7/19/2023 2:04 PM

Steve,

Please let this serve as an updated Development Schedule for the Tarleton Crossings mixed use development.

After more than a year delay caused by the Ft. Worth and Western Railroad waiting on a permit to allow work in the railroad right of way and the execution of a licensing agreement between the railroad and the City, we finally completed our underground sewer and water improvements and are in the process of finishing the grading necessary to complete the streets and begin building the first of 9 buildings which will house 4 and 6 unit townhomes per building that will be sold on the secondary market. Our marketing is set to begin within the next week, opening asking sales prices will be \$279,000 for middle units (2 bed, 2.5 bath, 1 car attached garage) and \$299,000 for end units (3 bedroom, 2.5 bath, 2nd floor loft, 2 car attached garage). We anticipate building and selling out all 9 buildings for a total of 48 units within the next 12 months, due to the back up of demand for University housing, this time frame could be as little as 9 months.

The 1.5 acre commercial site that sits on the corner of Harbin and Swan will soon be cleared of a construction staging location and graded and made ready for sale or development, we have been in contact with several developers who are interesting in placing restaurant and/or retail, they are simply waiting for the residential to begin. In the event we do not move forward building commercial on the site ourselves, we will place the site up for sale.

Should you have any other questions regarding Tarleton Crossings, please contact me at your earliest convenience.

Thank you,

Malcolm Kanute
 Managing Member
 Keewaydin Developments, LLC.
 159 S. Graham St.
 Stephenville, TX 76401
 630-327-2510



ORDINANCE NO. 2023-O-____

AN ORDINANCE EXTENDING THE MODIFIED DEVELOPMENT SCHEDULE FOR A PLANNED DEVELOPMENT DISTRICT (PD).

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

The Planned Development District (PD) established on the following described tracts of land:

0 Harbin Drive, Parcel R73763, being South Side Addition, Block 19; Lot 15 of the City of Stephenville, Erath County, Texas

is subject to the following development schedule and all of the terms and conditions set out as follows:

Townhomes:

- Building and selling out all nine buildings with a total of 48 units within the next twelve months

1.5 Acre Commercial Site:

- Cleared of a construction staging location, graded and made ready for sale or development soon
 - o developers are waiting on residential build to begin
- In the event Keewaydin Developments, LLC does not move forward building commercial themselves, they will place site up for sale.

PASSED AND APPROVED on the 1ST day of August 2023.

Mark McClinton, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason King, City Manager

Approved as to form and legality by
Randy Thomas, City Attorney

Public Works Committee
COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 18 JUL 2023
Present: P8 Mark McClinton, Chair; P1 LeAnn Durfey; P2 Justin Haschke; P6 David Baskett
Absent: None
DEPARTMENT: Public Works / Development Services
STAFF CONTACT: Nick Williams

Agenda Item 1: Solid Waste Franchise Agreement – Renewal Amendment

- Discussion:** The proposed amendment to renew the exclusive franchise agreement with Waste Connections for the collection, hauling, and disposal of solid waste was discussed. It was noted the agreement amendment would extend the agreement term, currently set to expire on December 31, 2023, for five years through December 31, 2028. It was noted the rates would be held without change for all of 2024.
- Committee Action:** Following discussion, a motion was made by Mr. Baskett, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the requested amendment as presented.
- Recommendation:** The committee voted unanimously to forward a positive recommendation to the full council to approve the proposed renewal amendment as presented.

**EIGHTH AMENDMENT TO THE EXCLUSIVE FRANCHISE AGREEMENT
FOR THE COLLECTIONS, HAULING AND DISPOSAL OF MUNICIPAL SOLID WASTE AND
CONSTRUCTION AND DEMOLITION WASTE
IN THE CITY OF STEPHENVILLE, TEXAS**

This Eighth Amendment to the Exclusive Franchise Agreement for the Collections, Hauling and Disposal of Municipal Solid Waste and Construction and Demolition Waste in the City of Stephenville, Texas (the "Amendment") is entered into this 1st day of August, 2023, by and between Progressive Waste Solutions of TX, Inc. d/b/a WC of Texas (the "Service Provider") and the City of Stephenville, Texas (the "City"). Service Provider and the City are each individually referred to herein as a "Party" and collectively as the "Parties". Any capitalized terms not otherwise defined herein shall be given the meaning ascribed to them within the Agreement (as defined below).

RECITALS:

WHEREAS, the City and the Service Provider entered into an Exclusive Franchise Agreement dated January 1, 2014 followed by a First Amendment dated January 6, 2015, a Second Amendment dated September 4, 2018 extending the term to December 31, 2023, a Third Amendment dated December 3, 2019, a fourth Amendment adjusting the rates, dated December 1, 2020, a Fifth Amendment adjusting rates, dated March 1, 2022, a Sixth Amendment updating the Fuel Surcharge Table, dated September 6, 2022, and a Seventh Amendment adjusting the rates, dated March 7, 2023 (as amended, the "Agreement") to provide collection, hauling, and disposal services for Municipal Solid Waste and Construction Waste within the City (as such terms are defined in the Agreement); and

WHEREAS, the City and the Service Provider mutually desire to amend the Agreement as further described herein.

AGREEMENT:

NOW, THEREFORE, and in consideration of the premises and such other lawful consideration, the receipt and sufficiency of which each of the parties hereto acknowledge, the parties agree as follows:

1. Section 12. – "TERM OF AGREEMENT" is hereby deleted in its entirety and replaced with the following:

"TERM OF AGREEMENT. The term of this Agreement shall be for a period of five (5) years, commencing on January 1, 2024 and concluding on December 31, 2028. At the expiration of the term of this Agreement, the Agreement will be extended for successive periods of five (5) years; provided, that neither party provides the other party with written notice of intent to terminate this Agreement at least one hundred eighty (180) days prior to the expiration date of this Agreement or one hundred eighty (180) days prior to any of the then applicable individual five-year extension periods. If either party provides such notice, this Agreement will cease to be renewed and will terminate at the end of either this five (5) year Agreement, or at the end of the subsequent five (5) year extension period, as applicable."

2. Rates and Fees. Rates and Fees shall remain unchanged until at least January 1, 2025.
3. Reaffirmation. The parties hereby restate and reaffirm their agreement with all the terms and provisions of the Agreement, as amended hereby.

- 4. Entire Agreement. The Agreement and this Amendment represent the entire agreement among the parties with respect to the matters that are the subject hereof.
- 5. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which collectively shall constitute one and the same instrument representing this Fourth Amendment between the parties hereto, and it shall not be necessary for the proof of this Fourth Amendment that any party produce or account for more than one such counterpart.

IN WITNESS WHEREOF, the undersigned have executed this Eighth Amendment as of the date first written above.

CITY OF STEPHENVILLE, TEXAS

WASTE CONNECTIONS LONE STAR, INC.

By: _____
Doug Svien

By: _____
Sean Dowden

Title: _____
Honorable Mayor

Title: _____
District Manager

ATTEST:

By: _____
Sarah Lockenour

Title: _____
City Secretary

STAFF REPORT

SUBJECT: Extension of Utility Services Beyond City Limits
MEETING: Regular Business Meeting – 01 AUG 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends including the policy addressing the extension of utility services beyond the current city limits into the Engineering Standards Manual.

BACKGROUND:

The Public Works Committee met on June 20, 2023, and discussed the extension of utilities outside the city limits. It was noted recent utility extensions have been to properties requesting voluntary annexation into the city limits.

It was noted when a request for utilities is made for property located outside the city limits, conformance with the city’s existing ordinances as well as future maintenance costs are considered.

The committee voted unanimously to forward a positive recommendation to the full council to create a formal policy requiring properties contiguous to the city limits to be voluntarily annexed into the city in order to receive city utility services.

A copy of the draft policy is attached to this memorandum for council consideration.

ATTACHMENTS:

[EXTENSION OF UTILITY SERVICES BEYOND CITY LIMITS](#)

CITY OF STEPHENVILLE
ENGINEERING STANDARDS MANUAL
PART II – WATER AND SEWER LINES

IV. EXTENSION OF UTILITY SERVICES BEYOND CITY LIMITS

4.1 EXTENSION OF UTILITY SERVICES – CONTIGUOUS TO CITY LIMITS

When city water and/or wastewater services are sought for property contiguous to the existing city limits, the property shall be voluntarily annexed into the city as a condition of receiving such utility service.

- a. As part of the voluntary annexation process, a Municipal Services Agreement will be completed to define the terms of service.

4.2 EXTENSION OF UTILITY SERVICES – NOT CONTIGUOUS TO CITY LIMITS

For property not contiguous to the existing city limits, conformity with the city's general plan, building, zoning, and other codes, regulations, ordinances, and policies as well as future maintenance costs may be considered prior to granting such utility service.



COMMITTEE REPORT

REPORT TYPE: Nominations Committee Report
MEETING: July 18, 2023
Present: Lonn Reisman, Bob Newby, Brandon Greenhaw
Absent: Maddie Smith
DEPARTMENT: Administration
STAFF CONTACT: Sarah Lockenour, City Secretary

NOMINATIONS TO CITIZEN BOARDS AND COMMISSIONS

The committee met on July 18, 2023, to review applications for vacancies to Citizen Boards and Commissions. The following recommendations were made:

Board of Adjustment	
Place 1	JJ Conway
A1	John Traweek

MOTION by Bob Newby, second by Brandon Greenhaw, to recommend moving JJ Conway to Place 1 vacated by Darrell Brown and placing John Traweek in the Alternate 1 position vacated by JJ Conway to full Council. MOTION CARRIED unanimously.

BOARD OF ADJUSTMENT

<u>PL #</u>	<u>First</u>	<u>Last</u>
1	J J	Conway
2	Ben	Tackett
3	Dean	Parr
4	Moumin	Quazi
5	Alan	Nix
A1	John	Traweek
A2	VACANT	
A3	VACANT	
A4	VACANT	



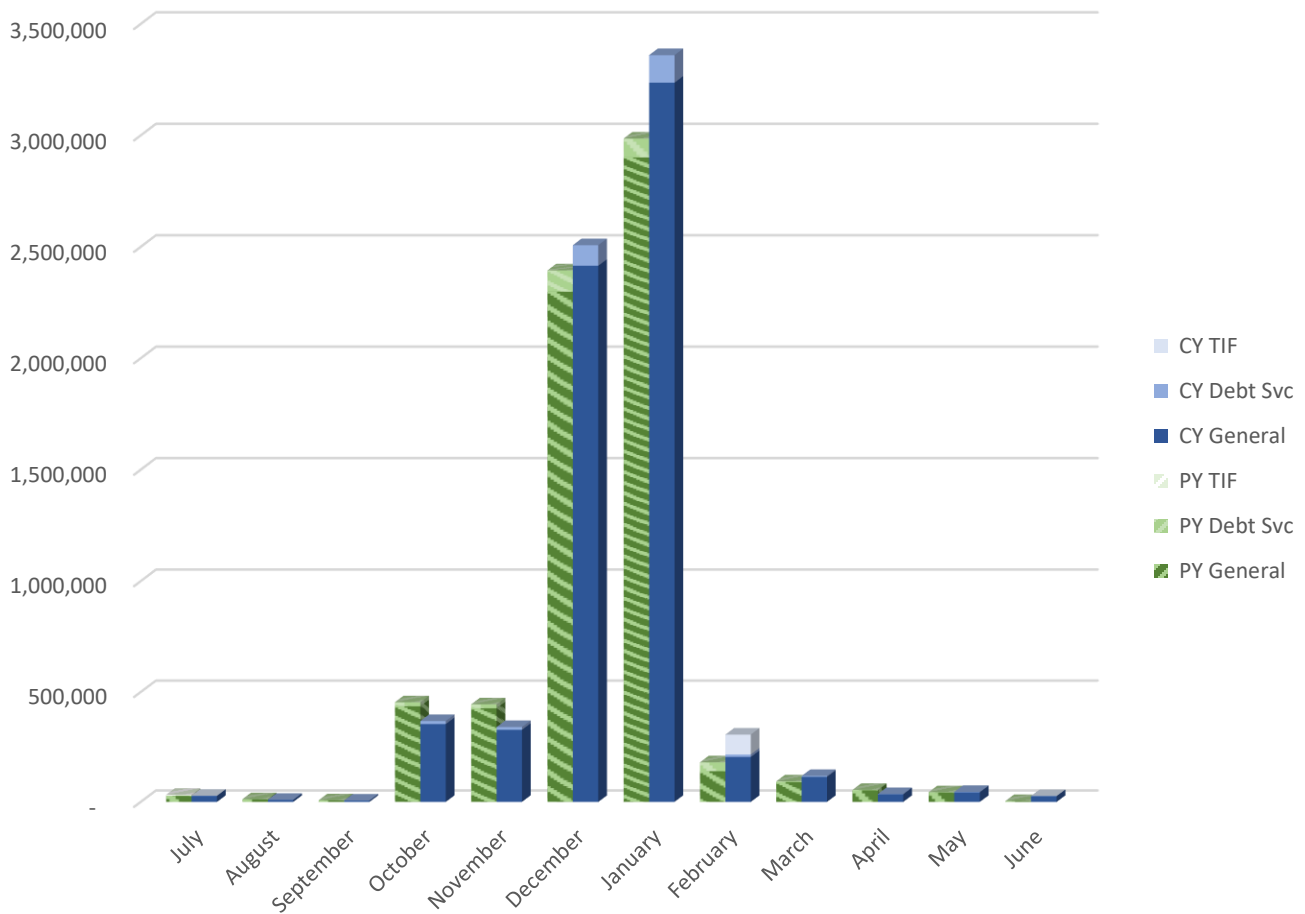
STAFF REPORT

SUBJECT: Monthly Budget Report and Quarterly Investment Report for the Period Ending June 30, 2023
DEPARTMENT: Finance
STAFF CONTACT: Monica Harris

BACKGROUND:

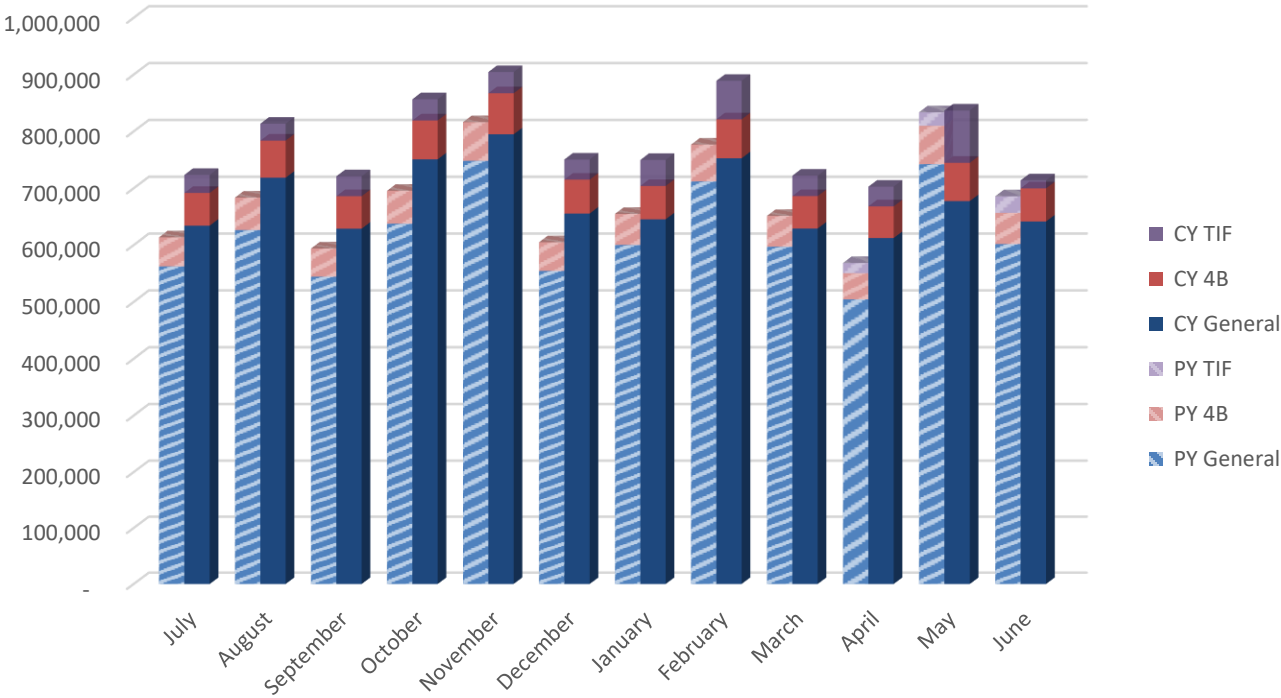
In reviewing the financial statements ending June 30, 2023, the financial indicators are overall as or better than anticipated.

Property Tax Collections
 2 year 12 month rolling comparison



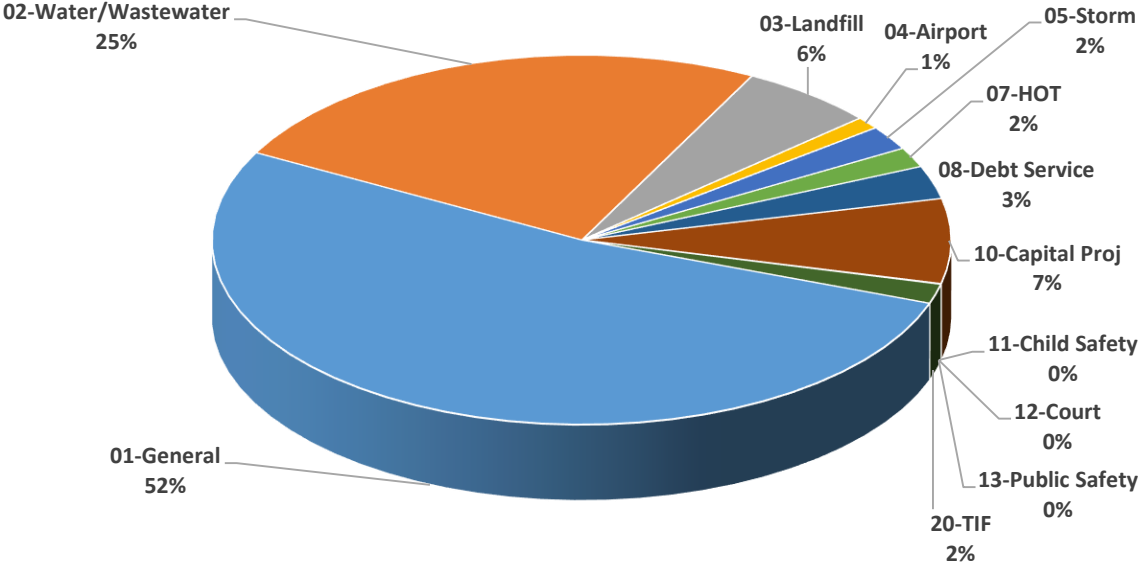
We received \$26K in property taxes in the month of June, resulting in a \$446K increase over funds collected last fiscal year to date. The amount collected is 97% of the budget, which is \$167K less than anticipated.

Sales and Use Tax 2 year 12 month rolling comparison



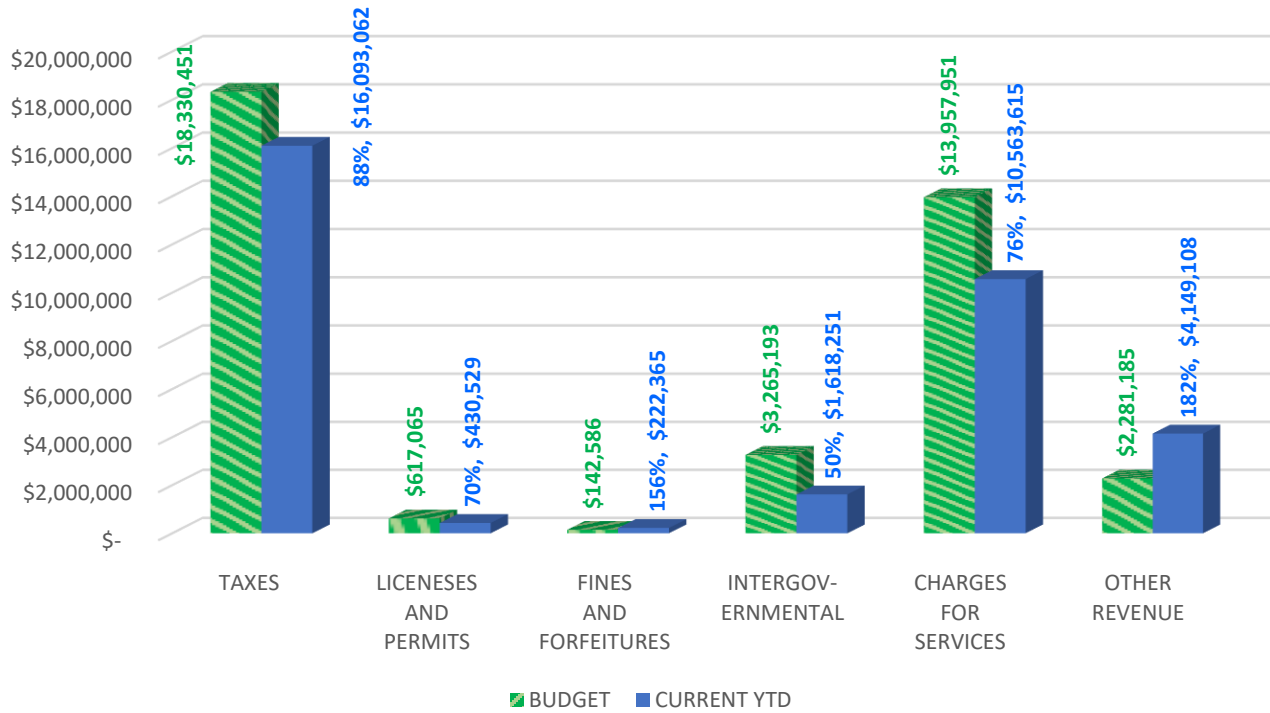
We received \$714K in sales tax in June, resulting in \$909K or 15% more than the funds collected last fiscal year to date. The amount collected is 79% of the \$9 million budget, which is \$456K higher than anticipated.

Revenue by Fund



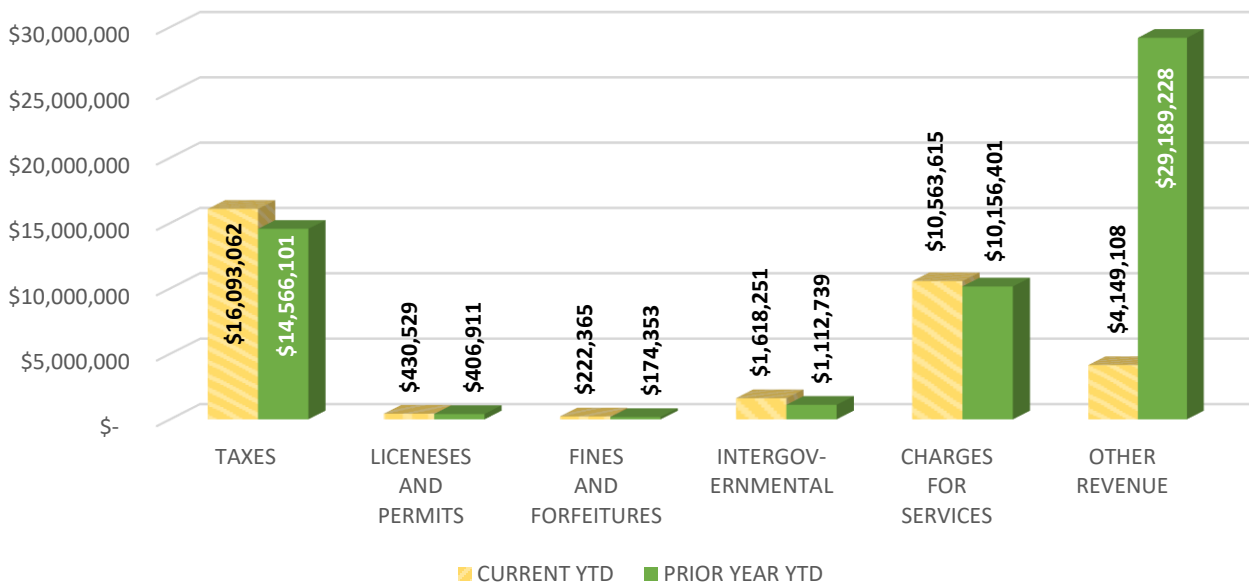
Of the \$37.5 million revenue received to date, 52% is in the General Fund, 25% is in the Water/Wastewater Fund and 6% is in the Landfill Fund.

Revenue - Budget vs Actual



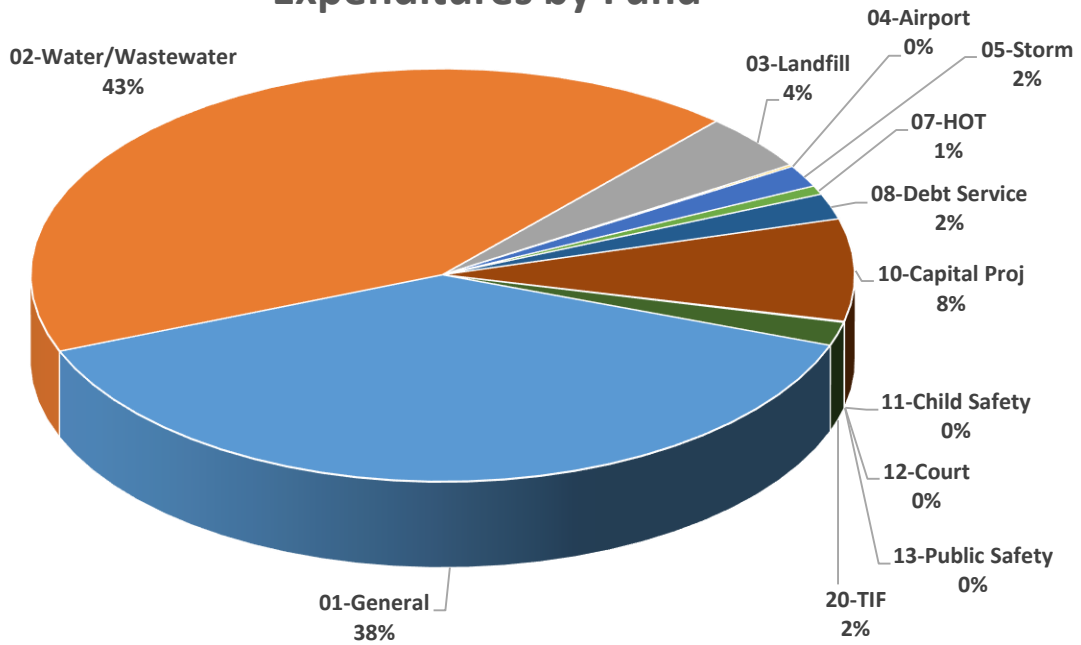
We have received 86% of the total budgeted revenues through June, which is \$3.6 million more than anticipated due to taxes, charges for services, and other revenue such as investment income, donations, and debt proceeds.

Revenue - Prior Year Comparison



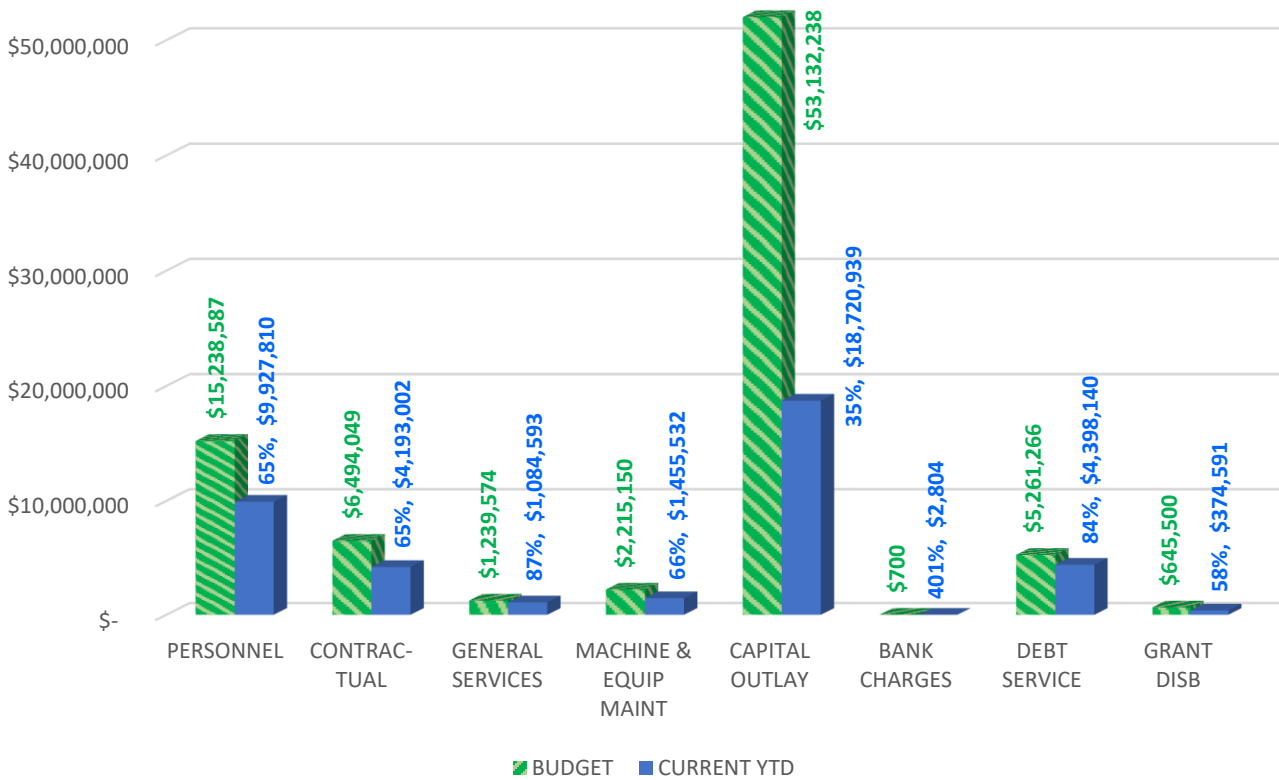
We received \$22.5 million less in revenue through June than last year to date due to debt proceeds; however we have received \$1.5 million more in taxes, \$505K more in intergovernmental, and \$407K more in charges for services over last year to date.

Expenditures by Fund



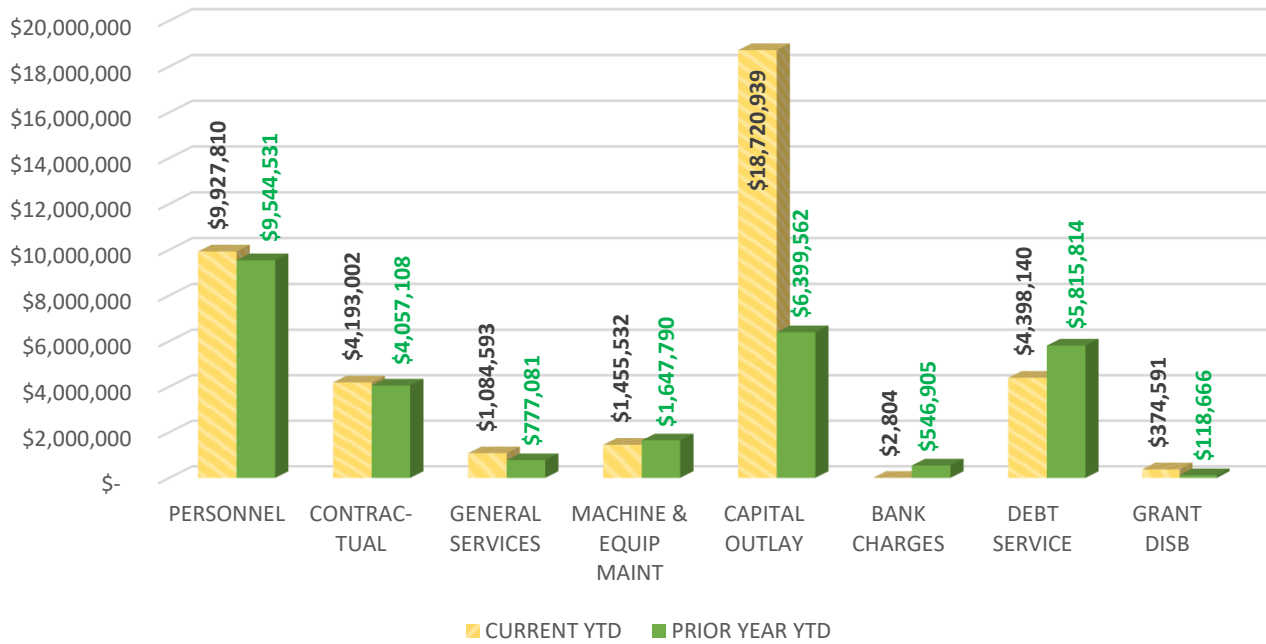
Of the \$44.6 million spent to date, 43% is in the Water/Wastewater Fund, 38% is in the General Fund, 8% in the Capital Projects Fund, and 4% in the Landfill Fund.

Expenditures - Budget vs Actual



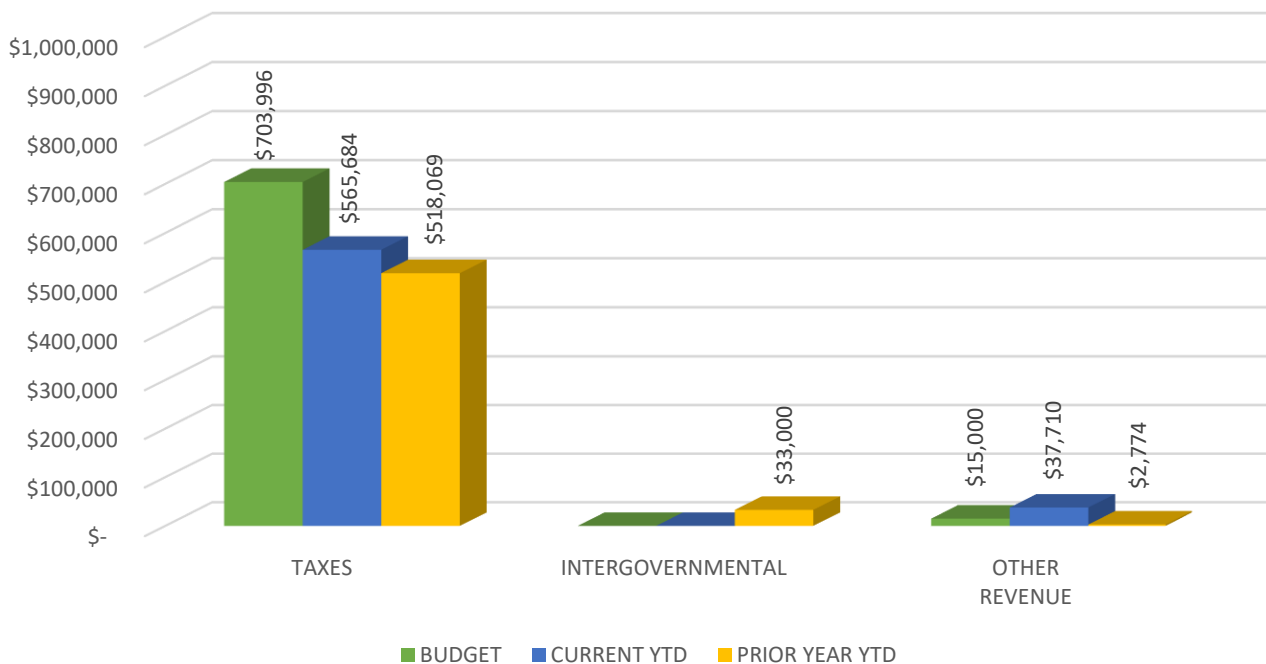
We have expended 48% of the total budgeted expenditures through June, which is almost \$22.9 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures - Prior Year Comparison



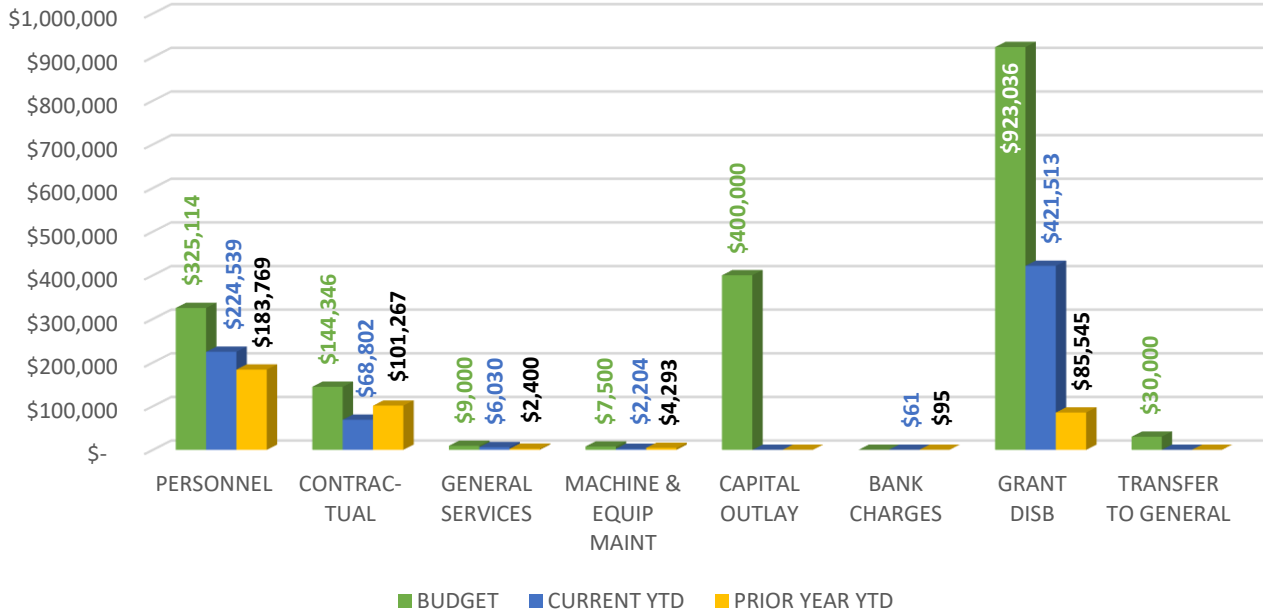
We spent \$11 million more in expenditures through June than last year to date, the bulk of which is capital outlay.

SEDA Revenue Comparison



SEDA has received an overall 84% of budgeted revenue through June, which is \$50,000 more than last year to date and \$80,000 more than anticipated due to taxes and interest income.

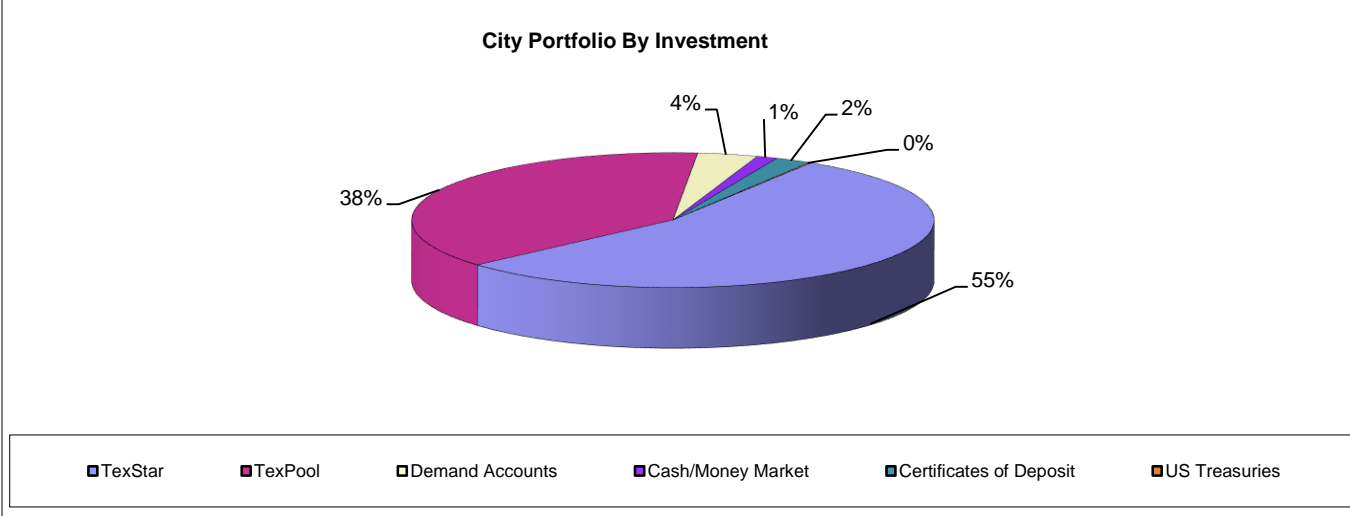
SEDA Expenditure Comparison



SEDA has spent an overall 39% of budgeted expenditures through June, which is \$346,000 more than last year to date due to personnel and grant disbursements but \$652K less than anticipated due to capital outlay and grant disbursements.

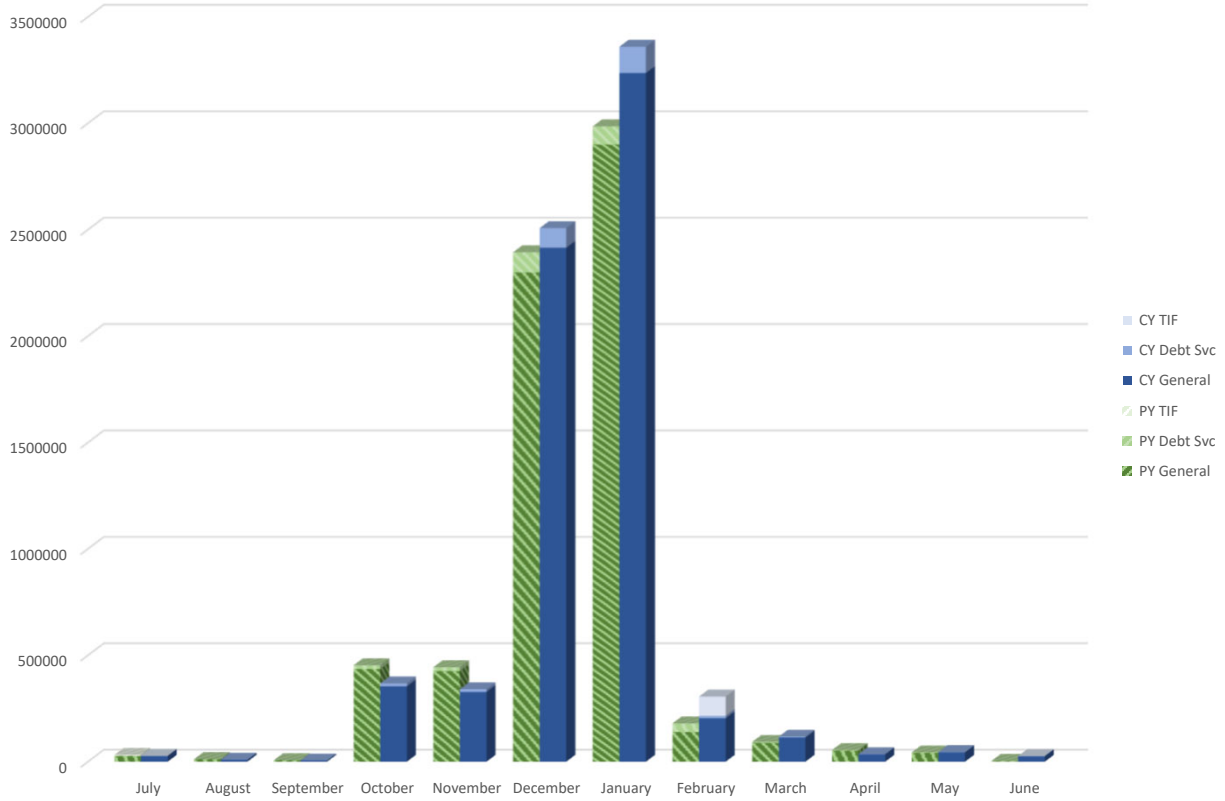
The City of Stephenville’s total market value of cash and investments on June 30, 2023, was \$66,249,726. This is allocated 4% in demand accounts, 1% in cash/money market accounts, 2% in Certificates of Deposits, less than 1% in US Treasuries, 55% in TexStar investment pool, and 38% in TexPool investment pool.

We earned \$837K in interest for the quarter. The average yield to maturity for all account types for the quarter was 4.83%. The average yield to maturity for investment accounts for the quarter was 4.95%. The average yield to maturity for a 3-month treasury bill for the quarter was 5.08%.





Property Tax Collections
2 year 12 month rolling comparison



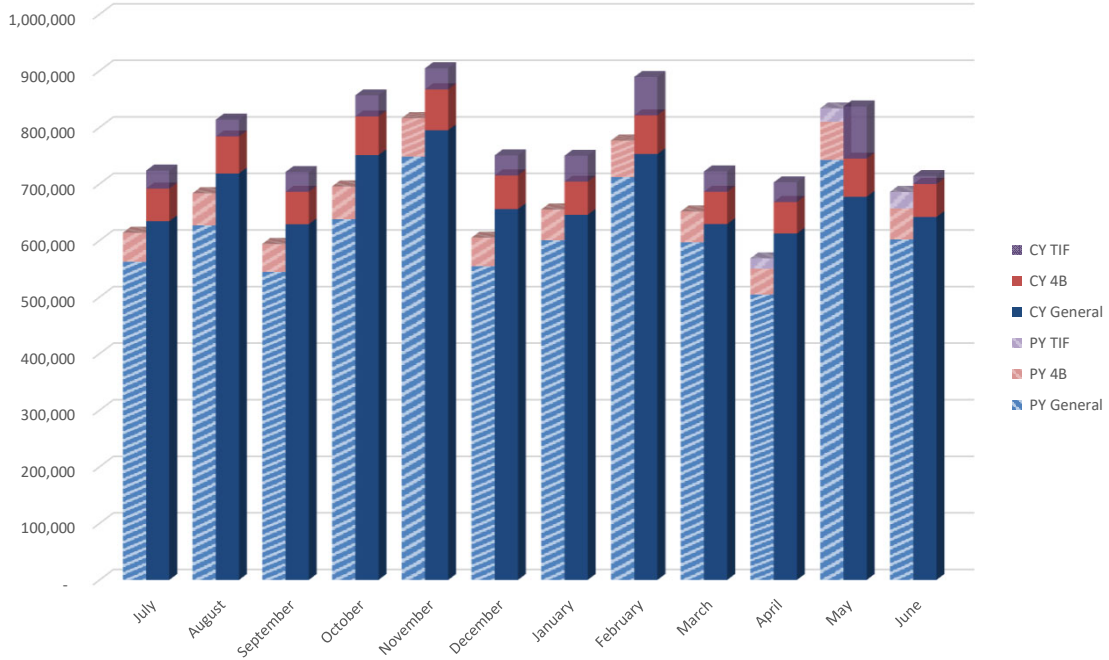
Month	General Fund	Debt Svc	TIF	Total	Month	General Fund	Debt Svc	TIF	Total
Jul-21	27,201	1,304	3,789	32,294	Jul-22	27,022	1,193	-	28,214
Aug-21	11,946	508	-	12,454	Aug-22	8,974	521	-	9,495
Sep-21	7,059	300	-	7,359	Sep-22	5,893	252	-	6,145
Oct-21	435,350	17,955	-	453,305	Oct-22	353,997	13,810	-	367,806
Nov-21	426,306	17,588	-	443,894	Nov-22	328,095	12,581	-	340,676
Dec-21	2,299,000	94,802	-	2,393,802	Dec-22	2,414,751	92,491	-	2,507,242
Jan-22	2,900,794	84,898	-	2,985,692	Jan-23	3,236,094	123,719	-	3,359,813
Feb-22	139,716	40,485	-	180,201	Feb-23	204,376	11,299	90,511	306,185
Mar-22	89,653	3,698	-	93,351	Mar-23	113,674	4,365	-	118,039
Apr-22	52,666	2,172	-	54,838	Apr-23	34,588	1,329	-	35,917
May-22	42,164	1,926	-	44,090	May-23	43,776	1,691	-	45,467
Jun-22	3,566	652	7,969	12,187	Jun-22	25,906	991	-	26,898
12 month total				<u>6,713,467</u>	12 month total				<u>7,151,897</u>
Oct 2021-June 2022				<u>6,661,360</u>	Oct 2022-June 2023				<u>7,108,042</u>
FY 2021-2022 Total				6,705,214	FY 2022-2023 Budget				7,332,322

Collection to date as percentage of fiscal year total 99.35%

Collection to date as percentage of fiscal year budget 96.94%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
Jul-21	562,550	51,141	-	613,691	Jul-22	634,088	57,644	31,769	723,501	17.89%
Aug-21	626,605	56,964	-	683,569	Aug-22	718,562	65,324	29,738	813,623	19.03%
Sep-21	544,489	49,499	-	593,988	Sep-22	628,870	57,170	35,054	721,094	21.40%
Oct-21	637,613	57,965	-	695,578	Oct-22	750,926	68,266	37,363	856,555	23.14%
Nov-21	748,251	68,023	-	816,274	Nov-22	794,878	72,262	37,299	904,439	10.80%
Dec-21	554,591	50,417	-	605,009	Dec-22	655,484	59,589	35,438	750,511	24.05%
Jan-22	600,295	54,572	-	654,868	Jan-23	645,364	58,669	45,703	749,737	14.49%
Feb-22	712,030	64,730	-	776,760	Feb-23	752,799	68,436	67,794	889,029	14.45%
Mar-22	597,069	54,279	-	651,348	Mar-23	628,988	57,181	35,931	722,100	10.86%
Apr-22	504,572	45,870	18,078	550,442	Apr-23	612,376	55,671	34,659	702,706	27.66%
May-22	742,430	67,494	23,768	809,924	May-23	677,374	67,292	92,178	836,844	3.32%
Jun-22	601,902	54,718	29,243	656,620	Jun-23	641,503	58,318	14,062	713,883	8.72%
12 month total				<u>8,108,071</u>	12 month total				<u>9,384,022</u>	15.74%
Oct 2021-June 2022				<u>6,216,822</u>	Oct 2022-June 2023				<u>7,125,803</u>	14.62%
FY 2021-2022 Total				8,546,130	FY 2022-2023 Budget				9,047,981	
Collection to date as percentage of fiscal year total				72.74%	Collection to date as percentage of fiscal year budget				78.76%	



Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	693,970.71	720,389.10	(26,418.39)	14,756,629.92	14,259,342.61	497,287.31	88	16,675,797.00	(1,919,167.08)	12
LICENSES AND PERMITS	15,359.20	20,425.11	(5,065.91)	407,157.80	524,698.17	(117,540.37)	69	588,565.00	(181,407.20)	31
FINES AND FORFEITURES	27,652.94	1,781.92	25,871.02	211,684.02	103,258.55	108,425.47	159	133,325.00	78,359.02	-59
INTERGOVERNMENTAL	4,345.35	300.00	4,045.35	456,619.26	52,700.00	403,919.26	193	236,600.00	220,019.26	-93
CHARGES FOR SERVICES	140,359.85	123,253.14	17,106.71	810,223.29	784,228.63	25,994.66	67	1,203,208.00	(392,984.71)	33
OTHER REVENUE	98,891.00	27,335.10	71,555.90	1,269,601.15	105,068.24	1,164,532.91	494	256,920.00	1,012,681.15	-394
TRANSFER	0.00	0.00	0.00	1,679,307.00	1,679,307.00	0.00	100	1,679,307.00	0.00	0
TOTAL REVENUE	980,579.05	893,484.37	87,094.68	19,591,222.44	17,508,603.20	2,082,619.24	94	20,773,722.00	(1,182,499.56)	6
EXPENSE SUMMARY										
CITY COUNCIL	58,996.80	44,617.49	(14,379.31)	1,120,855.01	410,931.05	(709,923.96)	205	546,280.00	574,575.01	-105
CITY MANAGER	29,932.75	31,828.76	1,896.01	200,187.75	300,666.84	100,479.09	48	416,165.00	(215,977.25)	52
CITY SECRETARY	7,639.38	12,377.07	4,737.69	124,924.38	113,192.71	(11,731.67)	80	155,487.00	(30,562.62)	20
EMERGENCY MANAGEMENT	314.74	1,508.99	1,194.25	15,123.45	13,580.91	(1,542.54)	84	18,108.00	(2,984.55)	16
MUNICIPAL BUILDING	12,209.22	16,183.27	3,974.05	86,882.64	150,039.09	63,156.45	43	199,936.00	(113,053.36)	57
MUNICIPAL SERVICES CTR	11,997.70	9,432.85	(2,564.85)	95,774.12	91,446.04	(4,328.08)	78	122,834.00	(27,059.88)	22
HUMAN RESOURCES	13,229.73	18,086.88	4,857.15	129,416.81	166,433.26	37,016.45	58	224,890.00	(95,473.19)	42
DOWNTOWN	10,265.83	18,483.48	8,217.65	169,742.34	168,668.34	(1,074.00)	74	228,123.00	(58,380.66)	26
FINANCE	39,303.50	69,504.20	30,200.70	448,459.29	646,352.27	197,892.98	51	881,636.00	(433,176.71)	49
INFORMATION TECHNOLOGY	82,722.24	35,264.14	(47,458.10)	340,639.13	324,094.52	(16,544.61)	77	440,022.00	(99,382.87)	23
TAX	47,204.24	16,732.74	(30,471.50)	197,331.36	150,594.66	(46,736.70)	98	200,793.00	(3,461.64)	2
LEGAL COUNSEL	10,100.70	11,034.89	934.19	84,131.48	99,482.01	15,350.53	63	132,587.00	(48,455.52)	37
MUNICIPAL COURT	10,120.89	10,458.49	337.60	100,782.19	96,762.22	(4,019.97)	77	131,170.00	(30,387.81)	23
STREET MAINTENANCE	46,893.25	85,044.61	38,151.36	545,171.57	806,916.63	261,745.06	50	1,083,683.00	(538,511.43)	50
PARKS & LEISURE ADM	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	

Budget Variance Report
Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
PARKS & RECREATION	190,942.27	167,893.25	(23,049.02)	1,527,094.29	1,621,977.03	94,882.74	70	2,181,084.00	(653,989.71)	30
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	24,060.04	21,890.19	(2,169.85)	188,802.93	206,575.19	17,772.26	67	282,811.00	(94,008.07)	33
SENIOR CENTER	9,145.79	103,413.69	94,267.90	120,565.05	937,760.39	817,195.34	10	1,252,674.00	(1,132,108.95)	90
AQUATIC CENTER	55,415.72	50,044.29	(5,371.43)	115,897.38	257,496.16	141,598.78	28	412,045.00	(296,147.62)	72
FIRE DEPARTMENT	318,362.62	298,175.40	(20,187.22)	3,638,549.41	3,038,872.88	(599,676.53)	87	4,195,841.00	(557,291.59)	13
POLICE DEPARTMENT	816,604.47	726,022.04	(90,582.43)	5,575,499.17	4,867,642.76	(707,856.41)	85	6,542,936.00	(967,436.83)	15
DEVELOPMENT SERVICES	85,512.63	91,293.91	5,781.28	451,610.20	843,386.98	391,776.78	39	1,150,126.00	(698,515.80)	61
GIS	5,851.76	6,453.11	601.35	61,603.43	61,679.79	76.36	72	85,263.00	(23,659.57)	28
TRANSFERS	0.00	0.00	0.00	1,771,322.00	1,771,322.00	0.00	100	1,771,322.00	0.00	0
TOTAL EXPENSE	1,886,826.27	1,845,743.74	(41,082.53)	17,110,365.38	17,145,873.73	35,508.35	76	22,655,816.00	5,545,450.62	24
REVENUE OVER/(UNDER) EXPENDITURE	(906,247.22)	(952,259.37)	46,012.15	2,480,857.06	362,729.47	2,118,127.59		(1,882,094.00)	(6,727,950.18)	

Budget Variance Report

Fund: 02 - WATER AND WASTEWATER FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	76.33	0.00	76.33	1,274.45	479.70	794.75	127	1,000.00	274.45	-27
INTERGOVERNMENTAL	24,000.00	219,708.41	(195,708.41)	24,000.00	1,977,375.69	(1,953,375.69)	1	2,637,556.00	(2,613,556.00)	99
CHARGES FOR SERVICES	850,111.73	879,616.04	(29,504.31)	7,881,512.56	7,458,594.17	422,918.39	75	10,471,363.00	(2,589,850.44)	25
OTHER REVENUE	160,745.36	63,576.25	97,169.11	1,298,176.86	128,425.86	1,169,751.00	280	463,000.00	835,176.86	-180
TRANSFER	0.00	0.00	0.00	82,662.00	82,662.00	0.00	100	82,662.00	0.00	0
TOTAL REVENUE	1,034,933.42	1,162,900.70	(127,967.28)	9,287,625.87	9,647,537.42	(359,911.55)	68	13,655,581.00	(4,367,955.13)	32
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	1,779,819.40	644,781.72	(1,135,037.68)	3,618,233.70	5,844,544.05	2,226,310.35	46	7,831,634.00	(4,213,400.30)	54
WATER PRODUCTION	131,434.44	452,920.49	321,486.05	4,497,546.13	4,105,927.19	(391,618.94)	82	5,477,117.00	(979,570.87)	18
WATER DISTRIBUTION	27,371.66	340,802.93	313,431.27	2,730,708.34	3,082,089.49	351,381.15	66	4,116,581.00	(1,385,872.66)	34
CUSTOMER SERVICE	26,702.95	24,482.04	(2,220.91)	298,538.56	231,164.35	(67,374.21)	95	314,470.00	(15,931.44)	5
WASTEWATER COLLECTION	1,197,009.64	1,971,770.31	774,760.67	2,300,724.04	17,766,634.66	15,465,910.62	10	23,707,108.00	(21,406,383.96)	90
WASTEWATER TREATMENT	104,799.15	185,558.47	80,759.32	909,095.25	1,679,495.23	770,399.98	41	2,237,062.00	(1,327,966.75)	59
BILLING & COLLECTION	26,111.65	33,141.98	7,030.33	350,074.78	300,988.04	(49,086.74)	86	405,266.00	(55,191.22)	14
NON-DEPARTMENTAL	36.11	60,489.62	60,453.51	4,295,133.13	4,349,580.58	54,447.45	83	5,183,089.00	(887,955.87)	17
TOTAL EXPENSE	3,293,285.00	3,713,947.56	420,662.56	19,000,053.93	37,360,423.59	18,360,369.66	39	49,272,327.00	30,272,273.07	61
REVENUE OVER/(UNDER) EXPENDITURE	(2,258,351.58)	(2,551,046.86)	292,695.28	(9,712,428.06)	(27,712,886.17)	18,000,458.11		(35,616,746.00)	(34,640,228.20)	

Budget Variance Report

Fund: 03 - SANITARY LANDFILL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
CHARGES FOR SERVICES	134,042.16	88,678.92	45,363.24	975,732.60	761,401.21	214,331.39	89	1,100,400.00	(124,667.40)	11
OTHER REVENUE	8,027.80	1,812.36	6,215.44	1,249,815.13	5,545.49	1,244,269.64	7,204	17,350.00	1,232,465.13	7,104
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	142,069.96	90,491.28	51,578.68	2,225,547.73	766,946.70	1,458,601.03	199	1,117,750.00	1,107,797.73	-99
<u>EXPENSE SUMMARY</u>										
LANDFILL	38,875.09	76,366.47	37,491.38	1,979,944.13	797,130.94	(1,182,813.19)	190	1,040,961.00	938,983.13	-90
TOTAL EXPENSE	38,875.09	76,366.47	37,491.38	1,979,944.13	797,130.94	(1,182,813.19)	190	1,040,961.00	(938,983.13)	-90
REVENUE OVER/(UNDER) EXPENDITURE	103,194.87	14,124.81	89,070.06	245,603.60	(30,184.24)	275,787.84		76,789.00	2,046,780.86	

Budget Variance Report
Fund: 04 - AIRPORT FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	10,000.00	(10,000.00)	100
CHARGES FOR SERVICES	8,476.35	10,751.82	(2,275.47)	103,217.29	97,009.65	6,207.64	79	130,350.00	(27,132.71)	21
OTHER REVENUE	0.00	118,539.21	(118,539.21)	0.00	1,066,852.89	(1,066,852.89)	0	1,423,040.00	(1,423,040.00)	100
TRANSFER	0.00	0.00	0.00	297,325.00	297,325.00	0.00	100	297,325.00	0.00	0
TOTAL REVENUE	8,476.35	129,291.03	(120,814.68)	400,542.29	1,461,187.54	(1,060,645.25)	22	1,860,715.00	(1,460,172.71)	78
<u>EXPENSE SUMMARY</u>										
AIRPORT	6,848.67	142,127.14	135,278.47	61,678.64	1,288,345.52	1,226,666.88	4	1,719,462.00	(1,657,783.36)	96
TOTAL EXPENSE	6,848.67	142,127.14	135,278.47	61,678.64	1,288,345.52	1,226,666.88	4	1,719,462.00	1,657,783.36	96
REVENUE OVER/(UNDER) EXPENDITURE	1,627.68	(12,836.11)	14,463.79	338,863.65	172,842.02	166,021.63		141,253.00	(3,117,956.07)	

Budget Variance Report

Fund: 05 - STORM WATER DRAINAGE FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	764.20	2,082.50	(1,318.30)	17,787.92	18,742.50	(954.58)	71	25,000.00	(7,212.08)	29
INTERGOVERNMENTAL	0.00	9,371.25	(9,371.25)	0.00	84,341.25	(84,341.25)	0	112,500.00	(112,500.00)	100
CHARGES FOR SERVICES	83,394.20	84,615.00	(1,220.80)	752,036.03	761,535.00	(9,498.97)	74	1,015,380.00	(263,343.97)	26
OTHER REVENUE	3,522.66	261.04	3,261.62	26,427.56	526.69	25,900.87	1,175	2,250.00	24,177.56	1,075
TOTAL REVENUE	87,681.06	96,329.79	(8,648.73)	796,251.51	865,145.44	(68,893.93)	69	1,155,130.00	(358,878.49)	31
EXPENSE SUMMARY										
STORM WATER DRAINAGE	0.00	29,164.99	29,164.99	770,049.01	893,536.91	123,487.90	72	1,062,812.00	(292,762.99)	28
TOTAL EXPENSE	0.00	29,164.99	29,164.99	770,049.01	893,536.91	123,487.90	72	1,062,812.00	292,762.99	28
REVENUE OVER/(UNDER) EXPENDITURE	87,681.06	67,164.80	20,516.26	26,202.50	(28,391.47)	54,593.97		92,318.00	(651,641.48)	

Budget Variance Report

Fund: 07 - HOTEL OCCUPANCY TAX FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	89,071.33	50,409.44	38,661.89	581,977.18	454,940.12	127,037.06	84	694,278.00	(112,300.82)	16
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	10,760.00	4,253.66	6,506.34	37,802.49	16,476.93	21,325.56	153	24,750.00	13,052.49	-53
OTHER REVENUE	5,130.17	484.04	4,646.13	35,057.99	1,049.72	34,008.27	779	4,500.00	30,557.99	-679
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	104,961.50	55,147.14	49,814.36	654,837.66	472,466.77	182,370.89	91	723,528.00	(68,690.34)	9
<u>EXPENSE SUMMARY</u>										
TOURISM	55,423.77	53,605.29	(1,818.48)	308,909.09	585,992.33	277,083.24	39	786,707.00	(477,797.91)	61
TOTAL EXPENSE	55,423.77	53,605.29	(1,818.48)	308,909.09	585,992.33	277,083.24	39	786,707.00	477,797.91	61
REVENUE OVER/(UNDER) EXPENDITURE	49,537.73	1,541.85	47,995.88	345,928.57	(113,525.56)	459,454.13		(63,179.00)	(546,488.25)	

Budget Variance Report

Fund: 08 - DEBT SERVICE FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	991.05	1,284.01	(292.96)	263,517.27	268,485.33	(4,968.06)	97	270,443.00	(6,925.73)	3
OTHER REVENUE	296.51	57.17	239.34	2,209.78	180.18	2,029.60	442	500.00	1,709.78	-342
TRANSFER	0.00	0.00	0.00	823,850.00	661,825.00	162,025.00	100	823,850.00	0.00	0
TOTAL REVENUE	1,287.56	1,341.18	(53.62)	1,089,577.05	930,490.51	159,086.54	100	1,094,793.00	(5,215.95)	0
<u>EXPENSE SUMMARY</u>										
DEBT SERVICE	0.00	58.31	58.31	900,350.00	900,574.79	224.79	82	1,092,925.00	(192,575.00)	18
TOTAL EXPENSE	0.00	58.31	58.31	900,350.00	900,574.79	224.79	82	1,092,925.00	192,575.00	18
REVENUE OVER/(UNDER) EXPENDITURE	1,287.56	1,282.87	4.69	189,227.05	29,915.72	159,311.33		1,868.00	(197,790.95)	

Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	208.25	(208.25)	4,308.75	1,874.25	2,434.50	172	2,500.00	1,808.75	-72
INTERGOVERNMENTAL	0.00	0.00	0.00	1,134,262.95	0.00	1,134,262.95	427	265,737.00	868,525.95	-327
CHARGES FOR SERVICES	0.00	1,041.25	(1,041.25)	3,090.63	9,371.25	(6,280.62)	25	12,500.00	(9,409.37)	75
OTHER REVENUE	27,348.45	13,835.05	13,513.40	247,402.44	32,154.63	215,247.81	220	112,500.00	134,902.44	-120
TRANSFER	0.00	0.00	0.00	1,384,897.00	1,384,897.00	0.00	100	1,384,897.00	0.00	0
TOTAL REVENUE	27,348.45	15,084.55	12,263.90	2,773,961.77	1,428,297.13	1,345,664.64	156	1,778,134.00	995,827.77	-56
EXPENSE SUMMARY										
STREET MAINTENANCE	482,682.76	679,176.13	196,493.37	2,483,068.77	6,112,585.17	3,629,516.40	30	8,153,375.00	(5,670,306.23)	70
PARKS & RECREATION	0.00	166,600.00	166,600.00	988,984.00	1,499,400.00	510,416.00	49	2,000,000.00	(1,011,016.00)	51
FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
NON-DEPARTMENTAL	0.00	0.00	0.00	99,552.50	0.00	(99,552.50)		0.00	99,552.50	
TOTAL EXPENSE	482,682.76	845,776.13	363,093.37	3,571,605.27	7,611,985.17	4,040,379.90	35	10,153,375.00	6,581,769.73	65
REVENUE OVER/(UNDER) EXPENDITURE	(455,334.31)	(830,691.58)	375,357.27	(797,643.50)	(6,183,688.04)	5,386,044.54		(8,375,241.00)	(5,585,941.96)	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	74.11	95.85	(21.74)	1,717.81	2,158.77	(440.96)	69	2,500.00	(782.19)	31
OTHER REVENUE	39.15	8.62	30.53	277.88	19.23	258.65	371	75.00	202.88	-271
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	113.26	104.47	8.79	1,995.69	2,178.00	(182.31)	78	2,575.00	(579.31)	22
<u>EXPENSE SUMMARY</u>										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	113.26	104.47	8.79	1,995.69	2,178.00	(182.31)		2,575.00	(579.31)	

Budget Variance Report

Fund: 12 - COURT TECHNOLOGY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	956.45	482.56	473.89	8,963.46	5,050.84	3,912.62	133	6,761.00	2,202.46	-33
OTHER REVENUE	110.61	16.66	93.95	726.71	36.53	690.18	484	150.00	576.71	-384
TOTAL REVENUE	1,067.06	499.22	567.84	9,690.17	5,087.37	4,602.80	140	6,911.00	2,779.17	-40
<u>EXPENSE SUMMARY</u>										
COURT TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	1,067.06	499.22	567.84	9,690.17	5,087.37	4,602.80		6,911.00	2,779.17	

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
INTERGOVERNMENTAL	0.00	0.00	0.00	3,369.07	2,800.00	569.07	120	2,800.00	569.07	-20
OTHER REVENUE	279.46	95.07	184.39	2,890.31	186.31	2,704.00	385	750.00	2,140.31	-285
TOTAL REVENUE	279.46	95.07	184.39	6,259.38	2,986.31	3,273.07	176	3,550.00	2,709.38	-76
<u>EXPENSE SUMMARY</u>										
PUBLIC SAFETY	1,778.80	1,731.55	(47.25)	32,563.30	15,583.95	(16,979.35)	157	20,787.00	11,776.30	-57
TOTAL EXPENSE	1,778.80	1,731.55	(47.25)	32,563.30	15,583.95	(16,979.35)	157	20,787.00	(11,776.30)	-57
REVENUE OVER/(UNDER) EXPENDITURE	(1,499.34)	(1,636.48)	137.14	(26,303.92)	(12,597.64)	(13,706.28)		(17,237.00)	14,485.68	

Budget Variance Report

Fund: 20 - TAX INCREMENT FINANCING FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	14,061.70	47,460.00	(33,398.30)	490,937.75	532,073.00	(41,135.25)	71	689,933.00	(198,995.25)	29
OTHER REVENUE	1,979.47	17.14	1,962.33	16,522.15	53.99	16,468.16	1,015	150.00	16,372.15	0,915
TRANSFER	0.00	0.00	0.00	133,917.00	133,917.00	0.00	100	133,917.00	0.00	0
TOTAL REVENUE	16,041.17	47,477.14	(31,435.97)	641,376.90	666,043.99	(24,667.09)	78	824,000.00	(182,623.10)	22
<u>EXPENSE SUMMARY</u>										
TAX INCREMENT FINANCING	0.00	0.00	0.00	823,850.00	661,825.00	(162,025.00)	100	823,850.00	0.00	0
TOTAL EXPENSE	0.00	0.00	0.00	823,850.00	661,825.00	(162,025.00)	100	823,850.00	0.00	0
REVENUE OVER/(UNDER) EXPENDITURE	16,041.17	47,477.14	(31,435.97)	(182,473.10)	4,218.99	(186,692.09)		150.00	(182,623.10)	

Budget Variance Report
Fund: 79 - SEDA

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	58,318.44	55,747.34	2,571.10	565,684.09	519,075.51	46,608.58	80	703,996.00	(138,311.91)	20
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	4,668.07	1,683.37	2,984.70	37,709.58	3,864.89	33,844.69	251	15,000.00	22,709.58	-151
TOTAL REVENUE	62,986.51	57,430.71	5,555.80	603,393.67	522,940.40	80,453.27	84	718,996.00	(115,602.33)	16
<u>EXPENSE SUMMARY</u>										
SEDA	256,064.29	148,429.06	(107,635.23)	723,149.24	1,374,965.69	651,816.45	39	1,838,996.00	(1,115,846.76)	61
TOTAL EXPENSE	256,064.29	148,429.06	(107,635.23)	723,149.24	1,374,965.69	651,816.45	39	1,838,996.00	1,115,846.76	61
REVENUE OVER/(UNDER) EXPENDITURE	(193,077.78)	(90,998.35)	(102,079.43)	(119,755.57)	(852,025.29)	732,269.72		(1,120,000.00)	(1,231,449.09)	



Item 16.

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 06/30/2023

Categor...	2021-2022 June Activity	2022-2023 June Activity	June Variance Favorable / (Unfavorable)	Variance %	2021-2022 YTD Activity	2022-2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	688,927.26	693,970.71	5,043.45	0.73%	13,790,260.30	14,756,629.92	966,369.62	7.01%
41 - LICENSES AND PERMITS	13,320.00	15,359.20	2,039.20	15.31%	401,194.40	407,157.80	5,963.40	1.49%
42 - FINES AND FORFEITURES	17,973.13	27,652.94	9,679.81	53.86%	136,504.49	211,684.02	75,179.53	55.07%
43 - INTERGOVERNMENTAL	8,519.21	4,345.35	-4,173.86	-48.99%	88,535.18	456,619.26	368,084.08	415.75%
44 - CHARGES FOR SERVICES	95,806.24	140,359.85	44,553.61	46.50%	776,397.29	810,223.29	33,826.00	4.36%
45 - OTHER REVENUE	44,498.47	98,891.00	54,392.53	122.23%	3,409,261.45	1,269,601.15	-2,139,660.30	-62.76%
49 - TRANSFER	0.00	0.00	0.00	0.00%	832,071.00	1,679,307.00	847,236.00	101.82%
Revenue Total:	869,044.31	980,579.05	111,534.74	12.83%	19,434,224.11	19,591,222.44	156,998.33	0.81%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	1,722.40	1,944.14	-221.74	-12.87%	15,768.33	17,205.25	-1,436.92	-9.11%
52 - CONTRACTUAL	1,883.31	18,564.49	-16,681.18	-885.74%	36,600.60	126,311.98	-89,711.38	-245.11%
53 - GENERAL SERVICES	0.00	38.17	-38.17	0.00%	491.73	3,215.65	-2,723.92	-553.95%
55 - CAPITAL OUTLAY	0.00	38,450.00	-38,450.00	0.00%	0.00	792,722.94	-792,722.94	0.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	0.00	181,399.19	-181,399.19	0.00%
Department 101 - CITY COUNCIL Total:	3,605.71	58,996.80	-55,391.09	-1,536.20%	52,860.66	1,120,855.01	-1,067,994.35	-2,020.40%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	17,553.14	29,657.24	-12,104.10	-68.96%	462,688.58	192,046.77	270,641.81	58.49%
52 - CONTRACTUAL	885.89	275.51	610.38	68.90%	20,892.92	6,795.49	14,097.43	67.47%
53 - GENERAL SERVICES	45.15	0.00	45.15	100.00%	1,411.71	1,345.49	66.22	4.69%
Department 102 - CITY MANAGER Total:	18,484.18	29,932.75	-11,448.57	-61.94%	484,993.21	200,187.75	284,805.46	58.72%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	0.00	7,257.22	-7,257.22	0.00%	70,642.50	56,711.13	13,931.37	19.72%
52 - CONTRACTUAL	5,583.72	321.74	5,261.98	94.24%	18,607.72	20,623.97	-2,016.25	-10.84%
53 - GENERAL SERVICES	0.00	60.42	-60.42	0.00%	1,105.27	840.03	265.24	24.00%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00%	39,868.63	46,749.25	-6,880.62	-17.26%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	21,038.11	0.00	21,038.11	100.00%
Department 103 - CITY SECRETARY Total:	5,583.72	7,639.38	-2,055.66	-36.82%	151,262.23	124,924.38	26,337.85	17.41%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	194.79	314.74	-119.95	-61.58%	14,183.65	15,123.45	-939.80	-6.63%
Department 104 - EMERGENCY MANAGEMENT Total:	194.79	314.74	-119.95	-61.58%	14,183.65	15,123.45	-939.80	-6.63%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	1,576.96	2,026.74	-449.78	-28.52%	15,659.22	18,805.30	-3,146.08	-20.09%
52 - CONTRACTUAL	1,314.71	2,810.86	-1,496.15	-113.80%	17,805.64	26,005.53	-8,199.89	-46.05%
53 - GENERAL SERVICES	632.58	305.39	327.19	51.72%	8,628.12	9,255.52	-627.40	-7.27%
54 - MACHINE & EQUIPMENT MAINTENANCE	585.04	207.41	377.63	64.55%	16,714.28	25,747.67	-9,033.39	-54.05%
55 - CAPITAL OUTLAY	0.00	6,858.82	-6,858.82	0.00%	0.00	7,068.62	-7,068.62	0.00%
Department 105 - MUNICIPAL BUILDING Total:	4,109.29	12,209.22	-8,099.93	-197.11%	58,807.26	86,882.64	-28,075.38	-47.74%
Department: 106 - MUNICIPAL SERVICES CENTER								
51 - PERSONNEL	4,306.68	7,595.13	-3,288.45	-76.36%	41,269.00	54,394.01	-13,125.01	-31.80%
52 - CONTRACTUAL	1,865.11	1,628.68	236.43	12.68%	21,943.18	24,247.40	-2,304.22	-10.50%
53 - GENERAL SERVICES	-12,459.56	1,551.16	-14,010.72	-112.45%	8,602.14	5,761.98	2,840.16	33.02%
54 - MACHINE & EQUIPMENT MAINTENANCE	792.15	1,222.73	-430.58	-54.36%	2,636.20	11,370.73	-8,734.53	-331.33%
Department 106 - MUNICIPAL SERVICES CENTER Total:	-5,495.62	11,997.70	-17,493.32	-318.31%	74,450.52	95,774.12	-21,323.60	-28.64%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	6,505.14	6,372.04	133.10	2.05%	66,264.66	66,300.25	-35.59	-0.05%
52 - CONTRACTUAL	2,587.78	6,857.69	-4,269.91	-165.00%	68,905.52	62,367.80	6,537.72	9.49%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	293.04	748.76	-455.72	-155.51%
Department 107 - HUMAN RESOURCES Total:	9,092.92	13,229.73	-4,136.81	-45.49%	135,463.22	129,416.81	6,046.41	4.46%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	5,730.18	5,913.34	-183.16	-3.20%	31,032.96	55,381.93	-24,348.97	-78.46%
52 - CONTRACTUAL	738.14	4,322.79	-3,584.65	-485.63%	19,536.87	44,370.71	-24,833.84	-127.11%
53 - GENERAL SERVICES	0.00	29.70	-29.70	0.00%	5,808.68	29.70	5,778.98	99.49%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	25,127.19	69,960.00	-44,832.81	-178.42%
Department 108 - DOWNTOWN Total:	6,468.32	10,265.83	-3,797.51	-58.71%	81,505.70	169,742.34	-88,236.64	-108.26%
Department: 201 - FINANCE								
51 - PERSONNEL	28,091.28	35,281.84	-7,190.56	-25.60%	260,786.45	321,826.80	-61,040.35	-23.41%
52 - CONTRACTUAL	11,469.06	3,623.42	7,845.64	68.41%	84,036.95	87,185.44	-3,148.49	-3.75%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	477.23	703.50	-226.27	-47.41%
54 - MACHINE & EQUIPMENT MAINTENANCE	501.39	268.25	233.14	46.50%	26,107.14	37,027.03	-10,919.89	-41.83%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	125.00	129.99	-4.99	-3.99%	1,092.25	1,716.52	-624.27	-57.15%
Department 201 - FINANCE Total:	40,186.73	39,303.50	883.23	2.20%	372,500.02	448,459.29	-75,959.27	-20.39%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	20,575.80	15,170.34	5,405.46	26.27%	182,669.18	139,644.34	43,024.84	23.55%
52 - CONTRACTUAL	63.56	98.68	-35.12	-55.25%	3,828.47	1,321.24	2,507.23	65.49%
53 - GENERAL SERVICES	2,515.00	4,602.85	-2,087.85	-83.02%	25,057.58	32,387.92	-7,330.34	-29.25%
54 - MACHINE & EQUIPMENT MAINTENANCE	22,712.00	62,850.37	-40,138.37	-176.73%	130,047.24	167,239.09	-37,191.85	-28.60%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	19,114.29	46.54	19,067.75	99.76%
Department 203 - INFORMATION TECHNOLOGY Total:	45,866.36	82,722.24	-36,855.88	-80.35%	360,716.76	340,639.13	20,077.63	5.57%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022 June Activity	2022-2023 June Activity	June Variance Favorable / (Unfavorable)	Variance %	2021-2022 YTD Activity	2022-2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 204 - TAX								
52 - CONTRACTUAL	42,357.04	47,204.24	-4,847.20	-11.44%	173,095.04	197,331.36	-24,236.32	-14.00%
Department 204 - TAX Total:	42,357.04	47,204.24	-4,847.20	-11.44%	173,095.04	197,331.36	-24,236.32	-14.00%
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	8,292.04	10,100.70	-1,808.66	-21.81%	74,352.05	83,621.74	-9,269.69	-12.47%
52 - CONTRACTUAL	323.63	0.00	323.63	100.00%	21,923.24	498.93	21,424.31	97.72%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	10.81	-10.81	0.00%
Department 301 - LEGAL COUNSEL Total:	8,615.67	10,100.70	-1,485.03	-17.24%	96,275.29	84,131.48	12,143.81	12.61%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	6,599.43	6,052.56	546.87	8.29%	52,595.79	54,669.37	-2,073.58	-3.94%
52 - CONTRACTUAL	2,969.56	2,929.48	40.08	1.35%	32,643.10	32,918.67	-275.57	-0.84%
53 - GENERAL SERVICES	450.38	1,138.85	-688.47	-152.86%	4,745.10	8,510.68	-3,765.58	-79.36%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	4,531.88	4,683.47	-151.59	-3.34%
Department 302 - MUNICIPAL COURT Total:	10,019.37	10,120.89	-101.52	-1.01%	94,515.87	100,782.19	-6,266.32	-6.63%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	28,306.59	24,336.33	3,970.26	14.03%	278,765.52	296,476.75	-17,711.23	-6.35%
52 - CONTRACTUAL	21,463.96	16,913.46	4,550.50	21.20%	163,144.06	168,321.72	-5,177.66	-3.17%
53 - GENERAL SERVICES	3,712.95	2,912.22	800.73	21.57%	25,008.67	31,365.18	-6,356.51	-25.42%
54 - MACHINE & EQUIPMENT MAI	9,129.94	2,731.24	6,398.70	70.08%	54,820.80	49,007.92	5,812.88	10.60%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	59,306.43	0.00	59,306.43	100.00%
Department 402 - STREET MAINTENANCE Total:	62,613.44	46,893.25	15,720.19	25.11%	581,045.48	545,171.57	35,873.91	6.17%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	89,223.11	95,148.70	-5,925.59	-6.64%	652,444.81	699,029.41	-46,584.60	-7.14%
52 - CONTRACTUAL	39,570.45	64,487.76	-24,917.31	-62.97%	281,434.88	255,421.78	26,013.10	9.24%
53 - GENERAL SERVICES	14,951.92	11,429.43	3,522.49	23.56%	103,871.85	140,594.07	-36,722.22	-35.35%
54 - MACHINE & EQUIPMENT MAI	5,074.85	13,610.40	-8,535.55	-168.19%	93,016.54	113,601.18	-20,584.64	-22.13%
55 - CAPITAL OUTLAY	84,041.27	6,265.98	77,775.29	92.54%	267,873.56	266,403.12	1,470.44	0.55%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	501.08	5.33	495.75	98.94%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	52,039.40	52,039.40	0.00	0.00%
Department 501 - PARKS & RECREATION Total:	232,861.60	190,942.27	41,919.33	18.00%	1,451,182.12	1,527,094.29	-75,912.17	-5.23%
Department: 504 - LIBRARY								
51 - PERSONNEL	14,955.42	16,078.20	-1,122.78	-7.51%	138,693.66	149,206.95	-10,513.29	-7.58%
52 - CONTRACTUAL	1,537.88	3,581.37	-2,043.49	-132.88%	13,473.07	14,528.14	-1,055.07	-7.83%
53 - GENERAL SERVICES	1,036.91	4,320.47	-3,283.56	-316.67%	12,166.05	21,390.92	-9,224.87	-75.82%
54 - MACHINE & EQUIPMENT MAI	409.48	80.00	329.48	80.46%	9,026.53	3,676.92	5,349.61	59.27%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	15,512.54	0.00	15,512.54	100.00%
Department 504 - LIBRARY Total:	17,939.69	24,060.04	-6,120.35	-34.12%	188,871.85	188,802.93	68.92	0.04%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	5,847.54	6,240.23	-392.69	-6.72%	53,178.81	57,966.89	-4,788.08	-9.00%
52 - CONTRACTUAL	3,154.98	2,220.14	934.84	29.63%	27,978.40	26,510.01	1,468.39	5.25%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
53 - GENERAL SERVICES	550.23	545.78	4.45	0.81%	8,574.40	9,034.56	-460.16	-5.37%
54 - MACHINE & EQUIPMENT MAI	8.99	139.64	-130.65	-1,453.28%	1,777.16	3,404.59	-1,627.43	-91.57%
55 - CAPITAL OUTLAY	114,700.00	0.00	114,700.00	100.00%	214,700.00	23,649.00	191,051.00	88.99%
Department 506 - SENIOR CENTER Total:	124,261.74	9,145.79	115,115.95	92.64%	306,208.77	120,565.05	185,643.72	60.63%
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	18,496.24	22,887.05	-4,390.81	-23.74%	21,018.15	30,807.44	-9,789.29	-46.58%
52 - CONTRACTUAL	1,376.54	9,961.57	-8,585.03	-623.67%	21,264.06	33,033.54	-11,769.48	-55.35%
53 - GENERAL SERVICES	9,339.48	12,570.21	-3,230.73	-34.59%	15,741.13	28,191.38	-12,450.25	-79.09%
54 - MACHINE & EQUIPMENT MAI	20,807.92	9,996.89	10,811.03	51.96%	322,895.21	23,865.02	299,030.19	92.61%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 507 - AQUATIC CENTER Total:	50,020.18	55,415.72	-5,395.54	-10.79%	380,918.55	115,897.38	265,021.17	69.57%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	248,820.46	269,172.56	-20,352.10	-8.18%	2,421,243.07	2,480,867.60	-59,624.53	-2.46%
52 - CONTRACTUAL	8,189.60	4,778.83	3,410.77	41.65%	197,193.03	210,646.65	-13,453.62	-6.82%
53 - GENERAL SERVICES	20,151.67	36,386.41	-16,234.74	-80.56%	122,663.35	198,572.28	-75,908.93	-61.88%
54 - MACHINE & EQUIPMENT MAI	10,194.97	7,815.39	2,379.58	23.34%	79,281.67	92,631.53	-13,349.86	-16.84%
55 - CAPITAL OUTLAY	20,975.00	209.43	20,765.57	99.00%	317,371.31	517,895.44	-200,524.13	-63.18%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	1.03	0.00	1.03	100.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	137,935.91	137,935.91	0.00	0.00%
Department 601 - FIRE DEPARTMENT Total:	308,331.70	318,362.62	-10,030.92	-3.25%	3,275,689.37	3,638,549.41	-362,860.04	-11.08%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	352,275.70	349,458.88	2,816.82	0.80%	3,211,231.10	3,384,299.10	-173,068.00	-5.39%
52 - CONTRACTUAL	19,929.65	32,854.34	-12,924.69	-64.85%	269,882.37	319,612.83	-49,730.46	-18.43%
53 - GENERAL SERVICES	28,305.70	10,916.86	17,388.84	61.43%	150,635.52	205,240.85	-54,605.33	-36.25%
54 - MACHINE & EQUIPMENT MAI	12,384.51	3,295.77	9,088.74	73.39%	157,811.27	219,867.73	-62,056.46	-39.32%
55 - CAPITAL OUTLAY	400,825.40	165,536.25	235,289.15	58.70%	785,320.30	1,140,406.64	-355,086.34	-45.22%
57 - DEBT SERVICE	226,421.29	254,542.37	-28,121.08	-12.42%	366,690.71	306,072.02	60,618.69	16.53%
Department 701 - POLICE DEPARTMENT Total:	1,040,142.25	816,604.47	223,537.78	21.49%	4,941,571.27	5,575,499.17	-633,927.90	-12.83%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	25,902.86	35,551.78	-9,648.92	-37.25%	271,524.30	338,624.31	-67,100.01	-24.71%
52 - CONTRACTUAL	6,566.52	8,078.01	-1,511.49	-23.02%	52,463.73	45,775.35	6,688.38	12.75%
53 - GENERAL SERVICES	1,108.92	1,315.34	-206.42	-18.61%	10,374.06	10,957.38	-583.32	-5.62%
54 - MACHINE & EQUIPMENT MAI	1,137.72	0.00	1,137.72	100.00%	10,890.40	10,685.66	204.74	1.88%
55 - CAPITAL OUTLAY	0.00	40,567.50	-40,567.50	0.00%	0.00	40,567.50	-40,567.50	0.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	0.00	5,000.00	-5,000.00	0.00%
Department 801 - DEVELOPMENT SERVICES Total:	34,716.02	85,512.63	-50,796.61	-146.32%	345,252.49	451,610.20	-106,357.71	-30.81%
Department: 804 - GIS								
51 - PERSONNEL	0.00	5,851.42	-5,851.42	0.00%	0.00	51,197.63	-51,197.63	0.00%
52 - CONTRACTUAL	0.00	0.34	-0.34	0.00%	0.00	9,334.38	-9,334.38	0.00%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	6.48	-6.48	0.00%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	1,064.94	-1,064.94	0.00%
Department 804 - GIS Total:	0.00	5,851.76	-5,851.76	0.00%	0.00	61,603.43	-61,603.43	0.00%
Department: 900 - TRANSFERS								
59 - TRANSFER	0.00	0.00	0.00	0.00%	1,321,768.00	1,771,322.00	-449,554.00	-34.01%
Department 900 - TRANSFERS Total:	0.00	0.00	0.00	0.00%	1,321,768.00	1,771,322.00	-449,554.00	-34.01%
Expense Total:	2,059,975.10	1,886,826.27	173,148.83	8.41%	14,943,137.33	17,110,365.38	-2,167,228.05	-14.50%
Total Revenues	869,044.31	980,579.05	111,534.74	12.83%	19,434,224.11	19,591,222.44	156,998.33	0.81%
Fund 01 Surplus (Deficit):	-1,190,930.79	-906,247.22	284,683.57	23.90%	4,491,086.78	2,480,857.06	-2,010,229.72	-44.76%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022 June Activity	2022-2023 June Activity	June Variance Favorable / (Unfavorable)	Variance %	2021-2022 YTD Activity	2022-2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	76.33	76.33	0.00%	182.00	1,274.45	1,092.45	600.25%
43 - INTERGOVERNMENTAL	0.00	24,000.00	24,000.00	0.00%	5,202.37	24,000.00	18,797.63	361.33%
44 - CHARGES FOR SERVICES	811,881.88	850,111.73	38,229.85	4.71%	7,595,579.85	7,881,512.56	285,932.71	3.76%
45 - OTHER REVENUE	34,442.16	160,745.36	126,303.20	366.71%	20,500,719.11	1,298,176.86	-19,202,542.25	-93.67%
49 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	82,662.00	82,662.00	0.00%
Revenue Total:	846,324.04	1,034,933.42	188,609.38	22.29%	28,101,683.33	9,287,625.87	-18,814,057.46	-66.95%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	53,127.82	55,220.28	-2,092.46	-3.94%	343,338.28	496,194.80	-152,856.52	-44.52%
52 - CONTRACTUAL	982.19	791.95	190.24	19.37%	39,790.30	15,431.98	24,358.32	61.22%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	1,501.74	1,348.17	153.57	10.23%
55 - CAPITAL OUTLAY	26,346.69	1,723,807.17	-1,697,460.48	-6,442.78%	393,366.00	3,105,258.75	-2,711,892.75	-689.41%
Department 000 - UTILITIES ADMINISTRATION Total:	80,456.70	1,779,819.40	-1,699,362.70	-2,112.15%	777,996.32	3,618,233.70	-2,840,237.38	-365.07%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	22,759.20	14,420.06	8,339.14	36.64%	179,676.55	175,105.56	4,570.99	2.54%
52 - CONTRACTUAL	39,244.62	64,650.31	-25,405.69	-64.74%	468,773.51	557,741.07	-88,967.56	-18.98%
53 - GENERAL SERVICES	1,914.32	654.11	1,260.21	65.83%	8,377.14	10,792.73	-2,415.59	-28.84%
54 - MACHINE & EQUIPMENT MAI	40,288.41	30,461.96	9,826.45	24.39%	136,322.42	135,487.97	834.45	0.61%
55 - CAPITAL OUTLAY	35,150.00	21,248.00	13,902.00	39.55%	346,669.00	3,618,418.80	-3,271,749.80	-943.77%
Department 001 - WATER PRODUCTION Total:	139,356.55	131,434.44	7,922.11	5.68%	1,139,818.62	4,497,546.13	-3,357,727.51	-294.58%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	6,045.11	5,712.59	332.52	5.50%	89,142.02	66,932.62	22,209.40	24.91%
52 - CONTRACTUAL	9,657.20	8,469.52	1,187.68	12.30%	155,428.22	82,050.90	73,377.32	47.21%
53 - GENERAL SERVICES	2,813.45	938.72	1,874.73	66.63%	33,473.01	50,175.11	-16,702.10	-49.90%
54 - MACHINE & EQUIPMENT MAI	6,443.54	12,250.83	-5,807.29	-90.13%	266,001.99	153,792.66	112,209.33	42.18%
55 - CAPITAL OUTLAY	146,454.33	0.00	146,454.33	100.00%	633,926.76	2,377,757.05	-1,743,830.29	-275.08%
Department 002 - WATER DISTRIBUTION Total:	171,413.63	27,371.66	144,041.97	84.03%	1,177,972.00	2,730,708.34	-1,552,736.34	-131.81%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	11,388.01	13,868.18	-2,480.17	-21.78%	129,010.61	133,804.29	-4,793.68	-3.72%
52 - CONTRACTUAL	1,510.45	7,236.44	-5,725.99	-379.09%	26,863.68	74,948.19	-48,084.51	-178.99%
53 - GENERAL SERVICES	1,435.82	482.22	953.60	66.42%	7,597.33	8,227.61	-630.28	-8.30%
54 - MACHINE & EQUIPMENT MAI	2,775.91	5,116.11	-2,340.20	-84.30%	55,775.04	81,558.47	-25,783.43	-46.23%
Department 003 - CUSTOMER SERVICE Total:	17,110.19	26,702.95	-9,592.76	-56.06%	219,246.66	298,538.56	-79,291.90	-36.17%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	21,442.66	22,235.96	-793.30	-3.70%	194,113.13	181,999.18	12,113.95	6.24%
52 - CONTRACTUAL	602.44	116.29	486.15	80.70%	46,949.90	9,184.95	37,764.95	80.44%
53 - GENERAL SERVICES	2,641.11	608.64	2,032.47	76.96%	13,046.37	8,905.82	4,140.55	31.74%
54 - MACHINE & EQUIPMENT MAI	5,277.33	1,014.00	4,263.33	80.79%	47,861.82	32,333.92	15,527.90	32.44%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
55 - CAPITAL OUTLAY	22,862.00	1,173,034.75	-1,150,172.75	-5,030.94%	68,259.50	2,068,300.17	-2,000,040.67	-2,930.05%
Department 011 - WASTEWATER COLLECTION Total:	52,825.54	1,197,009.64	-1,144,184.10	-2,165.97%	370,230.72	2,300,724.04	-1,930,493.32	-521.43%
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	78,262.97	86,974.14	-8,711.17	-11.13%	735,065.86	811,501.12	-76,435.26	-10.40%
54 - MACHINE & EQUIPMENT MAI	39,639.02	16,243.89	23,395.13	59.02%	69,736.06	96,013.01	-26,276.95	-37.68%
55 - CAPITAL OUTLAY	42,885.71	1,581.12	41,304.59	96.31%	42,885.71	1,581.12	41,304.59	96.31%
Department 012 - WASTEWATER TREATMENT Total:	160,787.70	104,799.15	55,988.55	34.82%	847,687.63	909,095.25	-61,407.62	-7.24%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	6,893.32	5,733.08	1,160.24	16.83%	63,836.90	61,048.09	2,788.81	4.37%
52 - CONTRACTUAL	8,053.56	107.30	7,946.26	98.67%	64,919.49	84,731.80	-19,812.31	-30.52%
53 - GENERAL SERVICES	22,735.07	19,071.78	3,663.29	16.11%	135,641.02	178,142.17	-42,501.15	-31.33%
54 - MACHINE & EQUIPMENT MAI	5,091.40	1,199.49	3,891.91	76.44%	32,769.44	26,152.72	6,616.72	20.19%
Department 020 - BILLING & COLLECTION Total:	42,773.35	26,111.65	16,661.70	38.95%	297,166.85	350,074.78	-52,907.93	-17.80%
Department: 901 - NON-DEPARTMENTAL								
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	0.00	489,782.40	-489,782.40	0.00%
56 - BANK CHARGES	-9,672.67	36.11	-9,708.78	-100.37%	418,267.87	178.09	418,089.78	99.96%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	1,310,023.25	2,303,309.64	-993,286.39	-75.82%
59 - TRANSFER	55,837.51	0.00	55,837.51	100.00%	1,294,467.64	1,501,863.00	-207,395.36	-16.02%
Department 901 - NON-DEPARTMENTAL Total:	46,164.84	36.11	46,128.73	99.92%	3,022,758.76	4,295,133.13	-1,272,374.37	-42.09%
Expense Total:	710,888.50	3,293,285.00	-2,582,396.50	-363.26%	7,852,877.56	19,000,053.93	-11,147,176.37	-141.95%
Total Revenues	846,324.04	1,034,933.42	188,609.38	22.29%	28,101,683.33	9,287,625.87	-18,814,057.46	-66.95%
Fund 02 Surplus (Deficit):	135,435.54	-2,258,351.58	-2,393,787.12	-1,767.47%	20,248,805.77	-9,712,428.06	-29,961,233.83	-147.97%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	133,965.07	134,042.16	77.09	0.06%	930,321.41	975,732.60	45,411.19	4.88%
45 - OTHER REVENUE	1,292.12	8,027.80	6,735.68	521.29%	3,251.91	1,249,815.13	1,246,563.22	38,333.26%
Revenue Total:	135,257.19	142,069.96	6,812.77	5.04%	933,573.32	2,225,547.73	1,291,974.41	138.39%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	17,305.98	21,566.73	-4,260.75	-24.62%	168,764.76	208,971.05	-40,206.29	-23.82%
52 - CONTRACTUAL	1,106.31	1,234.75	-128.44	-11.61%	60,130.22	110,247.97	-50,117.75	-83.35%
53 - GENERAL SERVICES	10,009.04	11,414.94	-1,405.90	-14.05%	71,312.45	117,624.00	-46,311.55	-64.94%
54 - MACHINE & EQUIPMENT MAINTENANCE	12,245.26	4,658.67	7,586.59	61.96%	76,101.30	80,218.37	-4,117.07	-5.41%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	150,367.14	1,189,831.07	-1,039,463.93	-691.28%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	10.73	0.00	10.73	100.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	0.00	196,619.67	-196,619.67	0.00%
59 - TRANSFER	0.00	0.00	0.00	0.00%	81,539.00	76,432.00	5,107.00	6.26%
Department 030 - LANDFILL Total:	40,666.59	38,875.09	1,791.50	4.41%	608,225.60	1,979,944.13	-1,371,718.53	-225.53%
Expense Total:	40,666.59	38,875.09	1,791.50	4.41%	608,225.60	1,979,944.13	-1,371,718.53	-225.53%
Total Revenues	135,257.19	142,069.96	6,812.77	5.04%	933,573.32	2,225,547.73	1,291,974.41	138.39%
Fund 03 Surplus (Deficit):	94,590.60	103,194.87	8,604.27	9.10%	325,347.72	245,603.60	-79,744.12	-24.51%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 04 - AIRPORT FUND								
Revenue								
44 - CHARGES FOR SERVICES	9,118.14	8,476.35	-641.79	-7.04%	102,381.76	103,217.29	835.53	0.82%
49 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	297,325.00	297,325.00	0.00%
Revenue Total:	9,118.14	8,476.35	-641.79	-7.04%	102,381.76	400,542.29	298,160.53	291.22%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	370.70	1,035.74	-665.04	-179.40%	3,069.38	7,458.15	-4,388.77	-142.99%
52 - CONTRACTUAL	1,788.40	5,361.96	-3,573.56	-199.82%	37,432.15	43,307.20	-5,875.05	-15.70%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	34.80	671.59	-636.79	-1,829.86%
54 - MACHINE & EQUIPMENT MAINTENANCE	656.50	450.97	205.53	31.31%	13,796.79	10,241.70	3,555.09	25.77%
Department 040 - AIRPORT Total:	2,815.60	6,848.67	-4,033.07	-143.24%	54,333.12	61,678.64	-7,345.52	-13.52%
Expense Total:	2,815.60	6,848.67	-4,033.07	-143.24%	54,333.12	61,678.64	-7,345.52	-13.52%
Total Revenues	9,118.14	8,476.35	-641.79	-7.04%	102,381.76	400,542.29	298,160.53	291.22%
Fund 04 Surplus (Deficit):	6,302.54	1,627.68	-4,674.86	-74.17%	48,048.64	338,863.65	290,815.01	605.25%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	764.20	764.20	0.00%	1,822.29	17,787.92	15,965.63	876.13%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	1,016,222.95	0.00	-1,016,222.95	-100.00%
44 - CHARGES FOR SERVICES	78,802.70	83,394.20	4,591.50	5.83%	720,925.28	752,036.03	31,110.75	4.32%
45 - OTHER REVENUE	342.08	3,522.66	3,180.58	929.78%	3,211,565.65	26,427.56	-3,185,138.09	-99.18%
Revenue Total:	79,144.78	87,681.06	8,536.28	10.79%	4,950,536.17	796,251.51	-4,154,284.66	-83.92%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	5,710.74	0.00	5,710.74	100.00%	262,891.35	109,283.10	153,608.25	58.43%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	29,110.12	-29,110.12	0.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	112,420.00	0.00	112,420.00	100.00%
56 - BANK CHARGES	-2,587.97	0.00	-2,587.97	-100.00%	84,918.72	603.79	84,314.93	99.29%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	3,541,074.89	402,561.00	3,138,513.89	88.63%
59 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	228,491.00	-228,491.00	0.00%
Department 050 - STORM WATER DRAINAGE Total:	3,122.77	0.00	3,122.77	100.00%	4,001,304.96	770,049.01	3,231,255.95	80.76%
Expense Total:	3,122.77	0.00	3,122.77	100.00%	4,001,304.96	770,049.01	3,231,255.95	80.76%
Total Revenues	79,144.78	87,681.06	8,536.28	10.79%	4,950,536.17	796,251.51	-4,154,284.66	-83.92%
Fund 05 Surplus (Deficit):	76,022.01	87,681.06	11,659.05	15.34%	949,231.21	26,202.50	-923,028.71	-97.24%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	47,701.17	89,071.33	41,370.16	86.73%	430,498.54	581,977.18	151,478.64	35.19%
44 - CHARGES FOR SERVICES	7,950.00	10,760.00	2,810.00	35.35%	30,795.00	37,802.49	7,007.49	22.76%
45 - OTHER REVENUE	651.09	5,130.17	4,479.08	687.94%	1,465.53	35,057.99	33,592.46	2,292.17%
Revenue Total:	56,302.26	104,961.50	48,659.24	86.43%	462,759.07	654,837.66	192,078.59	41.51%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	4,943.06	5,171.20	-228.14	-4.62%	51,751.32	47,213.36	4,537.96	8.77%
52 - CONTRACTUAL	3,699.43	14,272.69	-10,573.26	-285.81%	72,786.62	72,961.45	-174.83	-0.24%
53 - GENERAL SERVICES	158.52	0.00	158.52	100.00%	441.98	542.61	-100.63	-22.77%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	13,482.97	0.00	13,482.97	100.00%
58 - GRANT DISBURSEMENTS	25,452.19	35,979.88	-10,527.69	-41.36%	118,665.86	188,191.67	-69,525.81	-58.59%
Department 070 - TOURISM Total:	34,253.20	55,423.77	-21,170.57	-61.81%	257,128.75	308,909.09	-51,780.34	-20.14%
Expense Total:	34,253.20	55,423.77	-21,170.57	-61.81%	257,128.75	308,909.09	-51,780.34	-20.14%
Total Revenues	56,302.26	104,961.50	48,659.24	86.43%	462,759.07	654,837.66	192,078.59	41.51%
Fund 07 Surplus (Deficit):	22,049.06	49,537.73	27,488.67	124.67%	205,630.32	345,928.57	140,298.25	68.23%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	1,049.86	991.05	-58.81	-5.60%	266,284.07	263,517.27	-2,766.80	-1.04%
45 - OTHER REVENUE	47.61	296.51	248.90	522.79%	150.06	2,209.78	2,059.72	1,372.60%
49 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	823,850.00	823,850.00	0.00%
Revenue Total:	1,097.47	1,287.56	190.09	17.32%	266,434.13	1,089,577.05	823,142.92	308.95%
Expense								
Department: 080 - DEBT SERVICE								
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	300.00	300.00	0.00	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	408,050.00	900,050.00	-492,000.00	-120.57%
Department 080 - DEBT SERVICE Total:	0.00	0.00	0.00	0.00%	408,350.00	900,350.00	-492,000.00	-120.48%
Expense Total:	0.00	0.00	0.00	0.00%	408,350.00	900,350.00	-492,000.00	-120.48%
Total Revenues	1,097.47	1,287.56	190.09	17.32%	266,434.13	1,089,577.05	823,142.92	308.95%
Fund 08 Surplus (Deficit):	1,097.47	1,287.56	190.09	17.32%	-141,915.87	189,227.05	331,142.92	233.34%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
41 - LICENSES AND PERMITS	1,055.64	0.00	-1,055.64	-100.00%	3,712.20	4,308.75	596.55	16.07%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	0.00	1,134,262.95	1,134,262.95	0.00%
44 - CHARGES FOR SERVICES	0.00	0.00	0.00	0.00%	0.00	3,090.63	3,090.63	0.00%
45 - OTHER REVENUE	8,445.83	27,348.45	18,902.62	223.81%	2,062,410.00	247,402.44	-1,815,007.56	-88.00%
49 - TRANSFER	0.00	0.00	0.00	0.00%	1,234,069.00	1,384,897.00	150,828.00	12.22%
Revenue Total:	9,501.47	27,348.45	17,846.98	187.83%	3,300,191.20	2,773,961.77	-526,229.43	-15.95%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	535,833.25	482,682.76	53,150.49	9.92%	2,912,821.68	2,483,068.77	429,752.91	14.75%
Department 402 - STREET MAINTENANCE Total:	535,833.25	482,682.76	53,150.49	9.92%	2,912,821.68	2,483,068.77	429,752.91	14.75%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	988,984.00	-988,984.00	0.00%
56 - BANK CHARGES	-967.01	0.00	-967.01	-100.00%	41,813.65	0.00	41,813.65	100.00%
Department 501 - PARKS & RECREATION Total:	-967.01	0.00	-967.01	-100.00%	41,813.65	988,984.00	-947,170.35	-2,265.22%
Department: 901 - NON-DEPARTMENTAL								
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	0.00	99,552.50	-99,552.50	0.00%
Department 901 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	0.00%	0.00	99,552.50	-99,552.50	0.00%
Expense Total:	534,866.24	482,682.76	52,183.48	9.76%	2,954,635.33	3,571,605.27	-616,969.94	-20.88%
Total Revenues	9,501.47	27,348.45	17,846.98	187.83%	3,300,191.20	2,773,961.77	-526,229.43	-15.95%
Fund 10 Surplus (Deficit):	-525,364.77	-455,334.31	70,030.46	13.33%	345,555.87	-797,643.50	-1,143,199.37	-330.83%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	98.73	74.11	-24.62	-24.94%	2,223.65	1,717.81	-505.84	-22.75%
45 - OTHER REVENUE	5.83	39.15	33.32	571.53%	13.03	277.88	264.85	2,032.62%
Revenue Total:	104.56	113.26	8.70	8.32%	2,236.68	1,995.69	-240.99	-10.77%
Total Revenues	104.56	113.26	8.70	8.32%	2,236.68	1,995.69	-240.99	-10.77%
Fund 11 Total:	104.56	113.26	8.70	8.32%	2,236.68	1,995.69	-240.99	-10.77%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	589.24	956.45	367.21	62.32%	6,167.63	8,963.46	2,795.83	45.33%
45 - OTHER REVENUE	12.81	110.61	97.80	763.47%	28.09	726.71	698.62	2,487.08%
Revenue Total:	602.05	1,067.06	465.01	77.24%	6,195.72	9,690.17	3,494.45	56.40%
Total Revenues	602.05	1,067.06	465.01	77.24%	6,195.72	9,690.17	3,494.45	56.40%
Fund 12 Total:	602.05	1,067.06	465.01	77.24%	6,195.72	9,690.17	3,494.45	56.40%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	0.00	0.00	0.00	0.00%	29,457.61	0.00	-29,457.61	-100.00%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	2,778.50	3,369.07	590.57	21.25%
45 - OTHER REVENUE	85.61	279.46	193.85	226.43%	167.80	2,890.31	2,722.51	1,622.47%
Revenue Total:	85.61	279.46	193.85	226.43%	32,403.91	6,259.38	-26,144.53	-80.68%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	0.00	1,778.80	-1,778.80	0.00%	0.00	3,543.40	-3,543.40	0.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	29,019.90	-29,019.90	0.00%
Department 130 - PUBLIC SAFETY Total:	0.00	1,778.80	-1,778.80	0.00%	0.00	32,563.30	-32,563.30	0.00%
Expense Total:	0.00	1,778.80	-1,778.80	0.00%	0.00	32,563.30	-32,563.30	0.00%
Total Revenues	85.61	279.46	193.85	226.43%	32,403.91	6,259.38	-26,144.53	-80.68%
Fund 13 Surplus (Deficit):	85.61	-1,499.34	-1,584.95	-1,851.36%	32,403.91	-26,303.92	-58,707.83	-181.18%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance		2021-2022	2022-2023	YTD Variance	
	June Activity	June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	37,211.42	14,061.70	-23,149.72	-62.21%	79,057.73	490,937.75	411,880.02	520.99%
45 - OTHER REVENUE	90.76	1,979.47	1,888.71	2,080.99%	194.93	16,522.15	16,327.22	8,375.94%
49 - TRANSFER	0.00	0.00	0.00	0.00%	106,394.00	133,917.00	27,523.00	25.87%
Revenue Total:	37,302.18	16,041.17	-21,261.01	-57.00%	185,646.66	641,376.90	455,730.24	245.48%
Expense								
Department: 205 - TAX INCREMENT FINANCING								
59 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	823,850.00	-823,850.00	0.00%
Department 205 - TAX INCREMENT FINANCING Total:	0.00	0.00	0.00	0.00%	0.00	823,850.00	-823,850.00	0.00%
Expense Total:	0.00	0.00	0.00	0.00%	0.00	823,850.00	-823,850.00	0.00%
Total Revenues	37,302.18	16,041.17	-21,261.01	-57.00%	185,646.66	641,376.90	455,730.24	245.48%
Fund 20 Surplus (Deficit):	37,302.18	16,041.17	-21,261.01	-57.00%	185,646.66	-182,473.10	-368,119.76	-198.29%

Prior-Year Comparative Income Statement

For the Period Ending 06/30/2023

Item 16.

Categor...	2021-2022	2022-2023	June Variance	Variance %	2021-2022	2022-2023	YTD Variance	Variance %
	June Activity	June Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 79 - SEDA								
Revenue								
40 - TAXES	54,718.33	58,318.44	3,600.11	6.58%	518,068.53	565,684.09	47,615.56	9.19%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	33,000.00	0.00	-33,000.00	-100.00%
45 - OTHER REVENUE	990.39	4,668.07	3,677.68	371.34%	2,773.88	37,709.58	34,935.70	1,259.45%
Revenue Total:	55,708.72	62,986.51	7,277.79	13.06%	553,842.41	603,393.67	49,551.26	8.95%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	19,262.09	24,028.17	-4,766.08	-24.74%	183,769.39	224,539.23	-40,769.84	-22.19%
52 - CONTRACTUAL	5,879.13	1,955.46	3,923.67	66.74%	101,267.49	68,802.07	32,465.42	32.06%
53 - GENERAL SERVICES	110.44	143.33	-32.89	-29.78%	2,399.95	6,030.15	-3,630.20	-151.26%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	163.21	-163.21	0.00%	4,293.38	2,204.24	2,089.14	48.66%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	95.14	60.72	34.42	36.18%
58 - GRANT DISBURSEMENTS	0.00	229,774.12	-229,774.12	0.00%	85,545.11	421,512.83	-335,967.72	-392.74%
Department 790 - SEDA Total:	25,251.66	256,064.29	-230,812.63	-914.05%	377,370.46	723,149.24	-345,778.78	-91.63%
Expense Total:	25,251.66	256,064.29	-230,812.63	-914.05%	377,370.46	723,149.24	-345,778.78	-91.63%
Total Revenues	55,708.72	62,986.51	7,277.79	13.06%	553,842.41	603,393.67	49,551.26	8.95%
Fund 79 Surplus (Deficit):	30,457.06	-193,077.78	-223,534.84	-733.93%	176,471.95	-119,755.57	-296,227.52	-167.86%
Total Surplus (Deficit):	-1,312,246.88	-3,553,959.84	-2,241,712.96	-170.83%	26,874,745.36	-7,200,235.86	-34,074,981.22	-126.79%

Fund Summary

Fund	2021-2022		June Variance		2021-2022		YTD Variance	
	June Activity	2022-2023 June Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2022-2023 YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-1,190,930.79	-906,247.22	284,683.57	23.90%	4,491,086.78	2,480,857.06	-2,010,229.72	-44.76%
02 - WATER AND WASTEWA...	135,435.54	-2,258,351.58	-2,393,787.12	-1,767.47%	20,248,805.77	-9,712,428.06	-29,961,233.83	-147.97%
03 - SANITARY LANDFILL FU...	94,590.60	103,194.87	8,604.27	9.10%	325,347.72	245,603.60	-79,744.12	-24.51%
04 - AIRPORT FUND	6,302.54	1,627.68	-4,674.86	-74.17%	48,048.64	338,863.65	290,815.01	605.25%
05 - STORM WATER DRAINA...	76,022.01	87,681.06	11,659.05	15.34%	949,231.21	26,202.50	-923,028.71	-97.24%
07 - HOTEL OCCUPANCY TAX ...	22,049.06	49,537.73	27,488.67	124.67%	205,630.32	345,928.57	140,298.25	68.23%
08 - DEBT SERVICE FUND	1,097.47	1,287.56	190.09	17.32%	-141,915.87	189,227.05	331,142.92	233.34%
10 - CAPITAL PROJECTS FUND	-525,364.77	-455,334.31	70,030.46	13.33%	345,555.87	-797,643.50	-1,143,199.37	-330.83%
11 - CHILD SAFETY FUND	104.56	113.26	8.70	8.32%	2,236.68	1,995.69	-240.99	-10.77%
12 - COURT TECHNOLOGY F...	602.05	1,067.06	465.01	77.24%	6,195.72	9,690.17	3,494.45	56.40%
13 - PUBLIC SAFETY FUND	85.61	-1,499.34	-1,584.95	-1,851.36%	32,403.91	-26,303.92	-58,707.83	-181.18%
20 - TAX INCREMENT FINANC...	37,302.18	16,041.17	-21,261.01	-57.00%	185,646.66	-182,473.10	-368,119.76	-198.29%
79 - SEDA	30,457.06	-193,077.78	-223,534.84	-733.93%	176,471.95	-119,755.57	-296,227.52	-167.86%
Total Surplus (Deficit):	-1,312,246.88	-3,553,959.84	-2,241,712.96	-170.83%	26,874,745.36	-7,200,235.86	-34,074,981.22	-126.79%



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, July 11, 2023 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, July 11, 2023, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Regular City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

- Mayor Doug Svien
- Council Member LeAnn Durfey
- Council Member Justin Haschke
- Council Member Lonn Reisman
- Council Member Maddie Smith
- Council Member David Baskett
- Council Member Brandon Greenhaw
- Council Member Mark McClinton

COUNCIL ABSENT: Council Member Bob Newby

OTHERS ATTENDING:

- Jason M. King, City Manager
- Randy Thomas, City Attorney
- Sarah Lockenour, City Secretary

CALL TO ORDER

The Mayor called the Regular City Council meeting to order at 5:30 PM.

PLEDGES OF ALLEGIANCE

Council Member LeAnn Durfey led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Rev. Curt Plaxco of the Stephenville Ministerial Alliance voiced the invocation.

CITIZENS GENERAL DISCUSSION

Alan Nix, 113 Ben Hogan, addressed the Council regarding his business, Nix Manufacturing at 750 Paddock St. He wanted to share that they recently opened a citizen collection station that is a TCEQ licensed collection station that can accept household waste and bulky items.

Renee Thompson addressed the Council regarding the recent incident at Splashville.

REGULAR AGENDA

1. **Delinquent Tax Litigation and Tax Roll Report for the City of Stephenville Presented by Linebarger Attorney Carrie Pickering and Area Manager Katie Rhodes**

Linebarger attorney Carrie Pickering with area manager Katie Rhodes and Erath County Tax Assessor-Collector Jennifer Carey presented the Litigation Summary and Delinquent Tax Roll Report.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

2. **PUBLIC HEARING**

Case No.: RZ2023-005

Applicant Ryan Studdard, Representing Aaron Caulder, is Requesting a Rezone of Property Located at 711 Miller, Parcel R32523, being 0.177 Acres, S5000 J.W. MILLER ADDITION; BLOCK 2; LOT 1 of the City of Stephenville, Erath County, Texas from Neighborhood Business (B-1) to Single Family Residential District (R-1.5)

Director of Development Services Steve Killen presented this item at tonight's Regular Council Meeting.

The property has a current zoning of Neighborhood Business District (B-1). The Future Land Use for this property is designated as Single Family.

The applicant is requesting a rezone which conforms to the future land use designation in respect to residential use, however, R-1.5 allows a smaller lot dimension of 50x100 and the construction of a single-family home no less than 1,000 square feet. The adjacent property located at 715 Miller was recently rezoned to R-1 Single-Family Residential District and the properties at 745 and 751 Miller have been rezoned to R-1.5, Single-Family Residential District (6,000 ft).

The Planning and Zoning Commission convened on June 21, 2023, and by a unanimous vote of 7:0, recommended the City Council approve the rezone request from (B-1) Neighborhood Business to (R-1.5) Single-Family Residential District.

Mayor opened the Public Hearing at 6:06 PM.

Applicant Ryan Studdard addressed the Council in favor of the rezone.

No one spoke in opposition of the rezone.

Mayor closed the Public Hearing at 6:07 PM.

3. **Consider Approval of Ordinance Rezoning Property Located at 711 Miller, Parcel R32523, being 0.177 Acres, S5000 J.W. MILLER ADDITION; BLOCK 2; LOT 1 of the City of Stephenville, Erath County, Texas from Neighborhood Business (B-1) to Single Family Residential District (R-1.5)**

MOTION by Justin Haschke, second by David Baskett, to approve Ordinance 2023-O-18 rezoning S5000 J.W. MILLER ADDITION; BLOCK 2; LOT 1, 711 Miller from Neighborhood Business (B-1) to Single Family Residential District (R-1.5). MOTION CARRIED unanimously.

PUBLIC WORKS COMMITTEE

Mark McClinton, Chair

4. **Public Works Committee Report**

Public Works Committee Chair Mark McClinton presented this item in the Public Works Committee Report at tonight's Regular Council meeting.

Agenda Item No. 1: Policy on Water and Sewer Services Outside the City Limits

The committee discussed the extension of utilities outside the city limits. It was noted that the most recent utility extensions have been to properties that were voluntarily annexed into the city limits. It was noted when a request for utilities is made for property outside the city limits, conformance with the city's existing ordinances as well as future maintenance costs are considered.

Following discussion, a motion was made by Mr. Haschke, seconded by Mr. Baskett, to create a policy regarding the extension of water and sewer services for property contiguous to the city limits.

The committee voted unanimously to forward a positive recommendation to the full council to create a formal policy requiring properties contiguous to the city limits to be voluntarily annexed into the city in order to receive city utility services.

5. Consider Approval of Ordinance Amending Section 155.06.12 of the City's Code of Ordinances

Public Works Committee Chair Mark McClinton pulled this item from tonight's Regular Council meeting. The Committee will explore other options and bring them back to Council at the next meeting.

NOMINATIONS COMMITTEE

Maddie Smith, Chair

6. Nominations Committee Report

Nominations Committee Chair Maddie Smith presented this item at tonight's Regular Council meeting.

The committee met on June 20, 2023, to review applications for vacancies to Citizen Boards and Commissions. The following recommendations were made:

Airport Advisory Board - Place 2 Ricky Thurman

MOTION by Maddie Smith, second by Brandon Greenhaw, to recommend Ricky Thurman for Place 2 on the Airport Advisory Board to full Council. MOTION CARRIED unanimously.

Stephenville Type B Economic Development Authority - Place 7 Gerald Cook

MOTION by Maddie Smith, second by Bob Newby, to recommend Gerald Cook for Place 7 on SEDA to full Council. MOTION CARRIED unanimously.

7. Discuss and Consider Approval of Appointments to Citizen Boards and Commissions

Nominations Committee Chair Maddie Smith presented this item in the Nominations Committee Report at tonight's Regular Council meeting.

MOTION by Maddie Smith, second by Justin Haschke, to approve Ricky Thurman for Place 2 of the Airport Advisory Board.

MOTION WITHDRAWN by Maddie Smith.

MOTION by Maddie Smith, second by LeAnn Durfey, to approve Ricky Thurman for Place 2 of the Airport Advisory Board and Gerald Cook for Place 7 of the Stephenville Type B Economic Development Authority. MOTION CARRIED unanimously.

PUBLIC HEALTH AND SAFETY COMMITTEE

Bob Newby, Chair

8. Public Health and Safety Committee Report

Stephenville Police Chief Dan Harris and Stephenville Fire Chief Robert Isbell presented the Public Health and Safety Committee Report at tonight's Regular Council meeting.

Agenda Item 2: Parking Restrictions on West Long Street

Stephenville Police Department (SPD) Chief Dan M. Harris, Jr. presented the request to change the current parking restrictions regarding West Long Street located in Code of Ordinances 75.02 – Schedule II to read:

(A) No parking zones are established on the city streets are follows:

STREET	LOCATION	TIMES
Long Street, West	Both sides from the intersection with Graham to its intersection with Alexander Rd.	All

Following presentation and discussion: a motion was made by Mr. Bob Newby and seconded by Mrs. LeAnn Durfey to change the current parking restrictions as noted above and to bring this recommendation to the full council on July 11, 2023. The committee voted unanimously to change the current parking restrictions regarding West Long Street.

Agenda Item 3: Automatic Aid Agreement with Erath County Volunteer Fire Rescue Department

Stephenville Fire Department Division Chief Scott Brinkley presented this request to the Public Health and Safety Committee. Stephenville fire department works closely with ECVFR as we provide assistance to each other and train together through an existing Mutual Aid Agreement. This new agreement will allow quicker and more efficient service deliver to both agencies response areas.

With the anticipation of a combined communications center, this agreement will leverage communications allowing both agencies to work seamlessly as a single entity for service delivery.

Following presentation and discussion: a motion was made by Mr. Bob Newby and seconded by Mrs. LeAnn Durfey to enter into an Automatic Aid Agreement with Erath County Volunteer Fire Rescue Department as described above and to bring this recommendation to the full council on July 11, 2023. The committee was unanimous to move forward to full Council.

Agenda Item 4: Donation of Fire Department Equipment

Stephenville Fire Department Division Chief Scott Brinkley presented this request to the Public Health and Safety Committee. The Fire Department has migrated to the new radio hardware as part of the system upgrade. Our older radios will not serve our purposes going forward. ECVFR would like to disseminate these older radios to the County volunteer departments. This action would fill an important needed gap in the system.

We also recently migrated to a new SCBA system and, due to regulations on our department, we can no longer use this equipment. ECVFR can disseminate this equipment to needed agencies across our County to assist with equipment needs as well.

Following presentation and discussion: a motion was made by Mr. Bob Newby and seconded by Mrs. Maddie Smith to enter into an approve the donation of Fire Department equipment as described above and to bring this recommendation to the full Council on July 11, 2023. The committee was unanimous to move forward to full Council.

9. Consider Approval of Ordinance Revising Parking Restriction on West Long Street

Stephenville Police Chief Dan Harris presented the Public Health and Safety Committee Report at tonight's Regular Council meeting.

MOTION by Lonn Reisman, second by LeAnn Durfey to approve Ordinance No. 2023-O-19 to revise parking restrictions on West Long Street as presented. MOTION CARRIED unanimously.

10. Consider Approval of Automatic Aid Agreement with Erath County Volunteer Fire Rescue Department

Stephenville Fire Chief Robert Isbell presented the Public Health and Safety Committee Report at tonight's Regular Council meeting.

MOTION by Lonn Resiman, second by LeAnn Durfey, to approve the Automatic Aid Agreement with Erath County Volunteer Fire Rescue Department as presented. MOTION CARRIED unanimously.

11. Consider Approval of Donation of Fire Department Equipment

Stephenville Fire Chief Robert Isbell presented the Public Health and Safety Committee Report at tonight's Regular Council meeting.

MOTION by Justin Haschke, second by David Baskett, to approve the donation of fire department equipment as presented. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

12. Monthly Budget Report for the Period Ending May 31, 2023

In reviewing the financial statements ending May 31, 2023, the financial indicators are overall as or better than anticipated.

Property Tax Collections - We received \$45K in property taxes in the month of May, resulting in a \$432K increase over funds collected last fiscal year to date. The amount collected is 97% of the budget, which is \$171K less than anticipated.

Sales and Use Tax - We received \$837K in sales tax in May, resulting in \$851K or 15% more than the funds collected last fiscal year to date. The amount collected is 71% of the \$9 million budget, which is \$458K higher than anticipated.

Revenue (by Fund) - Of the \$35.4 million revenue received to date, 53% is in the General Fund, 23% is in the Water/Wastewater Fund, 8% is in the Capital Projects Fund, and 6% is in the Landfill Fund.

Revenue (Budget vs. Actual) - We have received 80% of the total budgeted revenues through May, which is \$3.9 million more than anticipated due to taxes, charges for services, and other revenue such as investment income, donations, and debt proceeds.

Revenue (Prior Year Comparison) - We received \$22.6 million less in revenue through May than last year to date due to debt proceeds; however we have received \$1.6 million more in taxes, \$728K more in intergovernmental, and \$318K more in charges for services over last year to date.

Expenditures (by fund) - Of the \$39 million spent to date, 41% is in the Water/Wastewater Fund, 39% is in the General Fund, 8% in the Capital Projects Fund, and 5% in the Landfill Fund.

Expenditures (Budget vs. Actual) - We have expended 41% of the total budgeted expenditures through May, which is almost \$22 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures (Prior Year Comparison) - We spent \$9 million more in expenditures through May than last year to date, the bulk of which is capital outlay.

SEDA Revenue Comparison - SEDA has received an overall 75% of budgeted revenue through May, which is \$42,000 more than last year to date and \$75,000 more than anticipated due to taxes and interest income.

SEDA Expenditure Comparison - SEDA has spent an overall 25% of budgeted expenditures through May, which is \$103,000 more than last year to date due to grant disbursements but \$771K less than anticipated due to capital outlay and grant disbursements.

CONSENT AGENDA

13. Consider Approval of Minutes - June 6, 2023

14. Consider Approval of Minutes - June 20, 2023

15. Consider Approval of Minutes - June 29, 2023

MOTION by Mark McClinton, second by Justin Haschke, to approve Consent Agenda items. MOTION CARRIED unanimously.

COMMENTS BY CITY MANAGER

No comments were made by the City Manager.

COMMENTS BY COUNCIL MEMBERS

No comments were made by Council Members.

Mayor recessed the Regular Council meeting at 6:22 PM and convened the Executive Session at 6:25 PM.

EXECUTIVE SESSION

In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with

16. Section 551.072 *Deliberation Regarding Real Property* - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in the **JS Riggs Survey**

Mayor adjourned the Executive Session at 6:26 PM and reconvened the Regular Council meeting at 6:27 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

16. Section 551.072 *Deliberation Regarding Real Property* - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in the JS Riggs Survey

MOTION by Mark McClinton, second by David Baskett, to approve the sale property in the JS Riggs Survey as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

Mayor Svien adjourned the Regular Council meeting at 6:28 PM.

Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

STAFF REPORT



Item 18.

SUBJECT: 536 Well Field Transmission Line and Site Civil Project - Project Acceptance
MEETING: Council Meeting - 01 AUG 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends acceptance of the above noted project as complete and requests authorization for the City Manager to issue final payment to the contractor. An appropriate resolution is attached.

BACKGROUND:

The City of Stephenville City Council awarded the contract for the above referenced project on May 3, 2022, for \$3,137,010.00 to MH Civil Constructors, Inc. of Amarillo, TX. The contractor has completed the work in accordance with the plans and specifications.

FISCAL IMPACT SUMMARY:

The project was completed for \$3,149,450.00 of which \$3,086,460.64 has been paid to the contractor. The \$12,440 over the original contract amount was used to install a pressure control valve. The remaining balance of \$62,989.36 will be released to the contractor following formal project acceptance by the city council. An appropriate resolution is attached.

A recommendation for final payment has been received from the engineer of record. There are no identified outstanding issues and a signed Final Bills Paid Affidavit has been received.

Additionally, all known subcontractors have been contacted to confirm payment.

ATTACHMENT(S):

[Resolution No. 2023-XX](#)

RESOLUTION NO. 2023-R-xx

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, TO ACCEPT THE 536 WELL FIELD TRANSMISSION PIPELINE AND SITE CIVIL PROJECT AND AUTHORIZE FINAL PAYMENT TO MH CIVIL CONSTRUCTORS, INC.; FINDING AND DETERMINING THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City of Stephenville entered into a unit price contract with MH Civil Constructors, Inc., with a final estimated total cost of \$3,137,010.00; and

WHEREAS, the actual work was completed at a total cost of \$3,149,450.00 of which \$3,086,460.64 has been previously paid to the contractor, leaving an amount due of \$62,989.36; and

WHEREAS, the City has received an executed Final Bills Paid Affidavit from the Contractor and a recommendation of final payment from the inspection services firm.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, THAT;

SECTION 1. The 536 WELL FIELD TRANSMISSION PIPELINE AND SITE CIVIL PROJECT is hereby accepted, and the City Manager is authorized to make final payment to the contractor.

SECTION 2. It is hereby officially found and determined the meeting which this resolution was passed was open to the public as required by law.

PASSED AND APPROVED this the 1st day of August 2023.

Mark McClinton, Mayor Pro Tem

ATTEST:

Sarah Lockenour, City Secretary

Jason M. King, City Manager
Reviewed

Randy Thomas, City Attorney
Approved as to form and legality