



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, June 04, 2024 at 5:30 PM

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

PRESENTATIONS AND RECOGNITIONS

[Proclamation](#) Recognizing Dr. O.H. "Bud" Frazier

[Proclamation](#) Recognizing Men's Health Month

Oath of Office for New Stephenville Police Officer

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

1. Consider Approval of Appointments to Council Committees
2. Consider Appointment of Voting Member for TEX-21
- [3.](#) Consider Approval of Budget Amendments for Fiscal Year Ending September 30, 2024
- [4.](#) Consider Award of Annual Street Maintenance Project
- [5.](#) Consider Approval of Purchase of Budgeted Utility Vacuum Truck
- [6.](#) Consider Award of RFP for Senior Center

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

[7.](#) CASE NO.:RZ2024-005

Applicant Bret Flory, Representing Caliber Collision and NPH Ventures, LLC, is Requesting a Rezone of Property Located at 902 Wolfe Nursery Rd., being Parcel R72994 Block 1, Lot 3 of the Phase III Doss Addition of the City of Stephenville, Erath County, Texas from Retail and Commercial District (B-2) to Industrial District (I)

8. PUBLIC HEARING

CASE NO.: RZ2024-005

- [9.](#) Consider Approval of an Ordinance Rezoning the Property Located at 902 Wolfe Nursery Rd., being Parcel R72994 Block 1, Lot 3 of the Phase III Doss Addition of the City of Stephenville, Erath County, Texas from Retail and Commercial District (B-2) to Industrial District (I)

[10.](#) CASE NO.:RZ2024-006

Owner Travis Truss is Requesting a Rezone of Property Located at 3084 W. Washington, being Parcel R23847 of the Pearson Henry A0613 Survey, House and Commercial Bldg., of the City of Stephenville, Erath County, Texas from Retail and Commercial District (B-2) to Industrial District (I)

11. PUBLIC HEARING

CASE NO.: RZ2024-006

12. Consider Approval of an Ordinance Rezoning the Property Located at 3084 W. Washington, being Parcel R23847 of the Pearson Henry A0613 Survey, House and Commercial Bldg., of the City of Stephenville, Erath County, Texas from Retail and Commercial District (B-2) to Industrial District (I)

13. CASE NO.:RZ2024-007

Applicant Paxton Wooley, Representing JPW Consulting Company, is Requesting a Rezone of Property Located at 1020 Paddock, Parcel R28770, being BLOCK 2, Lot 12 of the Butler Addition to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to One- and Two-Family Residential District (R-2)

14. PUBLIC HEARING

CASE NO.:RZ2024-007

15. Consider Approval of an Ordinance Rezoning the Property Located at 1020 Paddock, Parcel R28770, being BLOCK 2, Lot 12 of the Butler Addition to the City of Stephenville, Erath County, Texas from Single-Family Residential (R-1) to One- and Two-Family Residential District (R-2)

FINANCIAL REPORTS

Monica Harris, Director of Finance

16. Monthly Budget Report for the Period Ending April 30, 2024

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT AGENDA

17. Consider Approval of Minutes - May 7, 2024

18. Consider Approval of Minutes - May 14, 2024

19. Consider Approval of Minutes - May 28, 2024

20. Consider Approval of Second Annual Payment on Contract with Microsoft

21. Consider Approval of Disposition of City Property - Sale of 2015 Landfill Compactor

22. Consider Approval of the Annual Expenditures for AXON All-Inclusive Camera, Evidence Storage and Management and Automated License Plate Reader Service (ALPR)

23. Consider Approval of Arbitrage Rebate Compliance Services Agreement with Hilltop Securities Asset Management, LLC

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

24. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in **S2600 CITY ADDITION**

25. Section 551.071 Consultation with Attorney - to Consult Over a Pending or Contemplated Litigation in Westgate Addition

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.



Proclamation Recognizing Dr. O.H. “Bud” Frazier

WHEREAS, Dr. O. H. “Bud” Frazier was born in Stephenville, Texas and attended Tarleton State University before earning his bachelor’s degree from the University of Texas and medical degree from Baylor College of Medicine; and

WHEREAS, his surgical training was interrupted by the Vietnam War, where he served as a U.S. Army flight surgeon from 1968 to 1970, trading the halls of Baylor for an assault helicopter company. For his bravery and exceptional service, he received the Combat Flight Medal, the Vietnamese Navy Medal, and the Vietnamese Distinguished Service Medal; and

WHEREAS, for five decades, Dr. Frazier has been dedicated to improving the treatment of severe heart failure and advancing heart transplantation and artificial devices that substitute or assist with the pumping action of the human heart; and

WHEREAS, throughout the 1970s and 1980s, Dr. Frazier conducted experimental work toward developing an implantable LVAD. In 2011, he implanted the first successful continuous-flow total artificial heart by using two second-generation HeartMate II LVADs to replace a patient’s failing heart; and

WHEREAS, Dr. Frazier has performed over 1,200 heart transplants and implanted more than 900 left ventricular assist devices, more than any other surgeon in the world. As a result of his work, Dr. Frazier is one of the world’s top transplantation and mechanical circulatory support surgeons; and

WHEREAS, Dr. Frazier served on the NIH National Heart Lung and Blood Institute Advisory Committee and chaired the original committee that initiated the first federal allocation system to distribute hearts for transplantation; and

WHEREAS, Dr. Frazier is a true living legend and is celebrated for his contributions to the field of mechanical circulatory support and pioneering treatments for patients suffering from heart failure; and

WHEREAS, Dr. Frazier’s impact on patients and the specialty is immeasurable, and his dedication to improving patient outcomes and advancing medical technology exemplifies the spirit of American Society for Artificial Internal Organs (ASAIO); and

WHEREAS, the City of Stephenville congratulates Dr. O.H. Frazier on receiving the inaugural Pushpa and Kewal Krishan Gupta Lifetime Achievement Award in Development of Therapies for Cardiovascular and Pulmonary Diseases from the ASAIO;

NOW, THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, do hereby issue this Proclamation recognizing the work and lifetime achievements of

DR. O.H. “BUD” FRAZIER

IN WITNESS WHEREOF, I have hereby set my hand and caused to be affixed the seal of the City of Stephenville, Texas, this 4th day of June 2024.

Doug Svien, Mayor



Proclamation Recognizing MEN'S HEALTH AWARENESS MONTH

WHEREAS, Good Health is one of life's greatest blessings. Unfortunately, many men take their health for granted. We want to encourage men to maintain and improve their health by taking simple, manageable steps, such as getting regular checkups, being active, eating a healthy diet, and refraining from smoking; and

WHEREAS, Legislation creating June as National Men's Health month was signed into law in 1994, and this annual observance provides us with the opportunity to renew our efforts toward addressing this issue. Among the significant risk men face are high blood pressure, high cholesterol, diabetes, stress, and several types of cancer, including prostate, lung, and colon cancer; and

WHEREAS, as we prepare for Father's Day, I encourage all Texas Men to recognize the importance of seeking preventive, timely and appropriate medical care. Let all of us - both men and women - remain mindful of the important role preventive medical and mental health care can have in our lives and the lives of our loved ones. Together we can make a difference.

NOW, THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, do hereby proclaim June as

MEN'S HEALTH AWARENESS MONTH

throughout the City of Stephenville and encourage all our citizens to support the cause of raising awareness of Men's Health.

IN WITNESS WHEREOF, I have hereby set my hand and caused to be affixed the seal of the City of Stephenville, Texas, this 4th day of June 2024.

Doug Svien, Mayor



STAFF REPORT

SUBJECT: Consider Approval of Budget Amendments for Fiscal Year Ending September 30, 2024

DEPARTMENT: Finance

STAFF CONTACT: Monica D. Harris

RECOMMENDATION:

Staff is requesting Council approval of an ordinance amending the budget for fiscal year ending September 30, 2024.

BACKGROUND:

Budget Amendments totaling \$550,000 are as follows:

- The Fire Department is reallocating funds to cover additional expenses anticipated for bunker gear and uniforms due to the unusually high employee turnover this year.
- The Fire Department is reallocating funds to cover anticipated vehicle maintenance costs.
- The Fire Department is reallocating funds to purchase four (4) Panasonic Toughbooks due to aging batteries that can no longer be replaced. There is not a suitable alternative for these devices.
- The General Fund transfer out of \$500,000 for the Airport Expansion Project is budgeted for the final purchase of property needed, some of which will be reimbursed by TxDOT Aviation.
- Unspent budgeted funds from FY 22-23 of \$550,000 are being carried over for the purchase of a Vacuum Truck in the Water & Wastewater Fund.

FISCAL IMPACT SUMMARY:

The reallocation of funds for the Fire Department has no impact on the budget. The General Fund transfer out to the Airport Fund will reduce the fund balance by \$500,000; however, the estimated unrestricted fund balance and cash balance will remain the same as this amount had been previously committed from these balances.

The estimated fund balance and cash balance for the Water and Wastewater Fund will decrease by the \$550,000 carryover for the Vacuum Truck.

The estimated fund balance and cash balance for the Airport Fund will increase by \$500,000 for the transfer in from the General Fund.

ALTERNATIVES

Not approve the ordinance.

City of Stephenville
Statement of Activities All Funds
FY 2023-2024

	General Fund	Water Sewer Fund	Landfill Fund	Airport Fund	Storm Water Fund	Hotel Occupancy Tax Fund	Debt Service Fund	Capital Project Fund	TIF Special Revenue Fund	Non--Major Special Revenue Funds	Total
Fund Balance 10/01	16,033,420	54,036,369	3,381,580	7,901,594	6,782,116	1,393,441	199,051	6,469,937	169,705	89,534	96,456,747
Revenues											
Taxes	17,077,099	-	-	-	-	771,420	273,240	-	801,270	-	18,923,029
Licenses & Permits	476,890	1,000	-	-	25,000	-	-	3,500	-	-	506,390
Fines & Forfeitures	237,640	-	-	-	-	-	-	-	-	13,915	251,555
Intergovernmental	862,674	-	-	10,000	-	-	-	1,349,225	-	3,200	2,225,099
Service Charges	1,342,520	11,167,733	1,380,400	130,350	1,000,272	24,754	-	12,500	-	-	15,058,529
Other Revenue	577,600	463,000	17,350	1,423,040	2,250	4,500	2,000	112,500	12,000	975	2,615,215
Total Revenue	20,574,423	11,631,733	1,397,750	1,563,390	1,027,522	800,674	275,240	1,477,725	813,270	18,090	39,579,817
Transfers In	1,876,004	94,582	-	577,091	-	-	823,850	1,416,292	-	-	4,787,819
Transfers Out	(1,993,383)	(1,608,217)	(96,642)	-	(265,727)	-	-	-	(823,850)	-	(4,787,819)
Expenditures											
Personnel Costs	13,850,447	2,159,203	312,524	82,283	-	71,545	-	-	-	-	16,476,002
Operating Expenditures	6,293,800	4,554,162	394,095	99,610	178,378	618,444	700	-	-	35,125	12,174,314
Economic Development Programs	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	3,908,040	23,751,347	403,934	1,569,743	525,000	-	-	8,428,199	-	-	38,586,263
Debt Service	785,422	2,953,863	196,620	-	482,163	136,725	1,095,925	-	-	-	5,650,718
Total Expenditures	24,837,709	33,418,575	1,307,173	1,751,636	1,185,541	826,714	1,096,625	8,428,199	-	35,125	72,887,297
Net Revenues over(under) Expenditures	(4,380,665)	(23,300,477)	(6,065)	388,845	(423,746)	(26,040)	2,465	(5,534,182)	(10,580)	(17,035)	(33,307,480)
Invested in Capital Assets	-	23,751,347	403,934	1,569,743	525,000	-	-	-	-	-	26,250,024
Capital Assets Depreciation	-	(1,400,000)	(250,000)	(120,000)	(330,000)	-	-	-	-	-	(2,100,000)
Reduction in Debt	-	2,045,618	152,961	-	325,000	-	-	-	-	-	2,523,579
Estimated Fund Balance 9/30	11,652,755	55,132,857	3,682,410	9,740,182	6,878,370	1,367,401	201,516	935,755	159,125	72,499	89,822,870
Estimated Cash Balance 09/30	10,254,697	6,229,929	2,266,005	1,077,798	803,020	1,348,716	199,982	908,034	77,215	82,100	23,247,496
Estimated Unrestricted Cash Balance 9/30	4,275,894	1,598,747	1,892,730	1,032,325	273,767	-	-	-	-	-	9,073,463

CITY OF STEPHENVILLE
01-GENERAL FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	CURRENT COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	15,200,627	15,200,627	15,200,627	16,033,420	16,033,420
Revenues					
Taxes	16,675,797	17,003,316	17,173,421	17,077,099	17,077,099
Licenses & Permits	588,565	486,305	532,789	476,890	476,890
Fines & Forfeitures	141,940	226,000	264,407	237,640	237,640
Intergovernmental	399,868	648,886	798,048	862,674	862,674
Service Charges	1,203,208	1,075,774	1,386,013	1,342,520	1,342,520
Other Revenue	758,585	1,443,383	1,576,428	577,600	577,600
Total Revenue	19,767,963	20,883,664	21,731,106	20,574,423	20,574,423
Transfers In	1,679,307	1,679,307	1,679,307	1,876,004	1,876,004
Transfers Out	(1,771,322)	(1,771,322)	(1,771,322)	(1,493,383)	(1,993,383)
Expenditures					
Personnel Costs	12,865,247	12,268,517	12,060,120	13,850,447	13,850,447
Operating Expenditures	5,469,473	5,393,937	4,758,645	6,302,800	6,293,800
Capital Expenditures	4,934,932	4,608,642	3,271,391	3,899,040	3,908,040
Debt Service	716,153	667,740	716,142	785,422	785,422
Total Expenditures	23,985,805	22,938,836	20,806,298	24,837,709	24,837,709
Net Revenues over(under) Expenditures	(4,309,857)	(2,147,187)	832,793	(3,880,665)	(4,380,665)
Estimated Fund Balance 9/30	10,890,770	13,053,440	16,033,420	12,152,755	11,652,755
Estimated Cash Balance 10/01	14,269,750	14,269,750	14,269,750	14,635,362	14,635,362
Net Revenues over(under) Expenditures	(4,309,857)	(2,147,187)	832,793	(3,880,665)	(4,380,665)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows			(467,181)		
Estimated Cash Balance 9/30	9,959,893	12,122,563	14,635,362	10,754,697	10,254,697
Restricted:					
3 Months Operations	4,583,680	4,415,614	4,204,691	5,038,312	5,036,062
Debt Service	686,068	661,431	661,431	792,741	792,741
Airport Improvement	250,000	250,000	250,000	500,000	-
Grant Match	150,000	150,000	150,000	150,000	150,000
Combined Dispatch Commitment	1,000,000	1,000,000	1,000,000		
Recreation Hall Improvements					-
Estimated Unrestricted Cash Balance 9/30	3,290,145	5,645,519	8,369,240	4,273,644	4,275,894

CITY OF STEPHENVILLE
02 -WATER AND WASTEWATER FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	CURRENT COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	49,441,422	49,441,422	49,441,422	54,036,369	54,036,369
Revenues					
Taxes	-	-	-	-	-
Licenses & Permits	1,000	1,418	1,418	1,000	1,000
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	2,637,556	24,000	29,000	-	-
Service Charges	10,471,363	10,858,600	11,277,229	11,167,733	11,167,733
Other Revenue	463,000	1,551,202	2,738,431	463,000	463,000
Total Revenue	13,572,919	12,435,220	14,046,078	11,631,733	11,631,733
Transfers In	82,662	82,662	82,662	94,582	94,582
Transfers Out	(1,501,863)	(1,501,863)	(1,501,863)	(1,608,217)	(1,608,217)
Expenditures					
Personnel Costs	2,006,541	1,587,492	1,629,072	2,159,203	2,159,203
Operating Expenditures	4,033,067	3,956,118	4,150,877	4,554,162	4,554,162
Capital Expenditures	40,344,144	18,516,212	19,892,969	23,201,347	23,751,347
Debt Service	2,955,060	2,955,060	2,955,043	2,953,863	2,953,863
Total Expenditures	49,338,812	27,014,882	28,627,961	32,868,575	33,418,575
Net Revenues over(under) Expenditures	(37,185,094)	(15,998,863)	(16,001,084)	(22,750,477)	(23,300,477)
Invested in Capital Assets	40,344,144	18,516,212	19,892,969	23,201,347	23,751,347
Capital Assets Depreciation	(1,386,686)	(1,386,686)	(1,386,686)	(1,400,000)	(1,400,000)
Reduction in Debt	1,786,066	1,786,066	2,089,748	2,045,618	2,045,618
Estimated Fund Balance 9/30	52,999,852	52,358,151	54,036,369	55,132,857	55,132,857
Estimated Cash Balance 10/1	44,100,766	44,100,766	44,100,766	29,530,406	29,530,406
Net Revenues over(under) Expenditures	(37,185,094)	(15,998,863)	(16,001,084)	(22,750,477)	(23,300,477)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows			1,430,724		
Estimated Cash Balance 9/30	6,915,672	28,101,903	29,530,406	6,779,929	6,229,929
Restricted:					
3 Months Operations	1,509,902	1,385,903	1,444,987	1,678,341	1,678,341
Debt Service	2,953,863	2,953,863	2,953,863	2,952,841	2,952,841
Committed for Eastside Sewer Sewer System Improvement Program CDBG Grant Match		11,862,879	11,862,879		
2022 unspent debt proceeds		8,607,580	12,624,013		
Estimated Unrestricted Cash Balance 9/30	2,451,907	3,291,679	644,664	2,148,747	1,598,747

CITY OF STEPHENVILLE
04 -AIRPORT FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	CURRENT COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	7,666,419	7,666,419	7,666,419	7,901,594	7,901,594
Revenues					
Taxes	-	-	-	-	-
Licenses & Permits	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	10,000	-	-	10,000	10,000
Service Charges	130,350	130,040	129,297	130,350	130,350
Other Revenue	1,423,040	-	31,628	1,423,040	1,423,040
Total Revenue	1,563,390	130,040	160,925	1,563,390	1,563,390
Transfers In	297,325	297,325	297,325	77,091	577,091
Transfers Out				-	-
Expenditures					
Personnel Costs	77,676	24,249	16,301	82,283	82,283
Operating Expenditures	79,413	83,977	88,072	99,610	99,610
Capital Expenditures	1,562,373	-	87,488	1,569,743	1,569,743
Debt Service	-	-	-	-	-
Total Expenditures	1,719,462	108,226	191,861	1,751,636	1,751,636
Net Revenues over(under) Expenditures	141,253	319,139	266,389	(111,155)	388,845
Invested in Capital Assets	1,562,373		87,488	1,569,743	1,569,743
Capital Assets Depreciation	(118,702)	(118,702)	(118,702)	(120,000)	(120,000)
Estimated Fund Balance 09/30	9,251,343	7,866,856	7,901,594	9,240,182	9,740,182
Estimated Cash Balance 10/01	407,690	407,690	407,690	688,953	688,953
Net Revenues over(under) Expenditures	141,253	319,139	266,389	(111,155)	388,845
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows			14,874		
Estimated Cash Balance 9/30	548,943	726,829	688,953	577,798	1,077,798
Restricted:					
3 Months Operations	39,272	27,057	26,093	45,473	45,473
Debt Service	-	-	-	-	-
Estimated Unrestricted Cash Balance 9/30	509,671	699,772	662,860	532,325	1,032,325



City of Stephenville

Budget Adjustment Register

Item 3.

Adjustment Detail

Packet: GLPKT11604 - 3rd Quarter Budget Adjustments

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000025	COUNCIL ADOPTED	Increase Budget for Bunker Gear & Uniforms	6/4/2024

Summary Description: Additional Bunker Gear and Uniforms are needed due to excessive employee turnover.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-601-53160.00000	WEARING APPAREL	Increase Budget for Bunker Gear & Uniforms	55246	28279	83525
01-601-53180.00000	SMALL TOOLS	Increase Budget for Bunker Gear & Uniforms	60000	-26000	34000
01-601-54140.00000	OTHER EQUIPMENT MAINTENA	Increase Budget for Bunker Gear & Uniforms	38848	-2279	36569

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000226	COUNCIL ADOPTED	Increase Vehicle Maintenance due to Repairs	6/4/2024

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-601-54110.00000	VEHICLE MAINTENANCE	Increase Vehicle Maintenance due to Repairs	41782	15000	56782
01-601-52531.00000	OUTSIDE PROFESSIONALS	Increase Vehicle Maintenance due to Repairs	40055	-3954	36101
01-601-54140.00000	OTHER EQUIPMENT MAINTENA	Increase Vehicle Maintenance due to Repairs	38848	-11046	27802

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000227	COUNCIL ADOPTED	Increase for purchase of 4 Panasonic Tough Books	6/4/2024

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-601-55140.00000	OTHER EQUIPMENT	Increase for purchase of 4 Panasonic Tough Bo	100000	9000	109000
01-601-52151.00000	TRAINING & EDUCATION-EMS	Increase for purchase of 4 Panasonic Tough Bo	32000	-9000	23000

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000228	COUNCIL ADOPTED	Carryover PY Unspent Budget Vacuum Truck	6/4/2024

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-011-55110.00000	VEHICLES	Carryover PY Unspent Budget Vacuum Truck	44517	550000	594517

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000229	COUNCIL ADOPTED	Transfer funds committed-Airport Expansion Project	6/4/2024

Summary Description: Transfer funds committed in Fund Balance for Airport Expansion Project due to purchase of final property. TxDOT Aviation will reimburse some of this cost.

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-900-59004.00000	TRANSFER OUT TO AIRPORT FUI	Transfer funds committed-Airport Expansion P	77091	500000	577091
04-49000.00000	TRANSFER FROM OTHER FUNDS	Transfer funds committed-Airport Expansion P	-77091	-500000	-577091

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After	
COUNCIL ADOPTED	COUNCIL ADOPTED	01-601-52151.00000	TRAINING & EDUCATION-EMS	32,000	(9,000)	23,000	
		01-601-52531.00000	OUTSIDE PROFESSIONALS	40,055	(3,954)	36,101	
		01-601-53160.00000	WEARING APPAREL	55,246	28,279	83,525	
		01-601-53180.00000	SMALL TOOLS	60,000	(26,000)	34,000	
		01-601-54110.00000	VEHICLE MAINTENANCE	41,782	15,000	56,782	
		01-601-54140.00000	OTHER EQUIPMENT MAINTENANCI	38,848	(13,325)	25,523	
		01-601-55140.00000	OTHER EQUIPMENT	100,000	9,000	109,000	
		01-900-59004.00000	TRANSFER OUT TO AIRPORT FUND	77,091	500,000	577,091	
		Total General Fund			445,022	500,000	945,022
				02-011-55110.00000	VEHICLES	44,517	550,000
Total Water & WW Fund			44,517	550,000	594,517		
		04-49000.00000	TRANSFER FROM OTHER FUNDS	(77,091)	(500,000)	(577,091)	
Total Airport Fund			(77,091)	(500,000)	(577,091)		
Grand Total:				412,448	550,000	962,448	

Fund Summary

Fund	Before	Adjustment	After
Budget Code:COUNCIL ADOPTED - COUNCIL ADOPTED Fiscal: 2023-2024			
01	445,022	500,000	945,022
02	44,517	550,000	594,517
04	(77,091)	(500,000)	(577,091)
Budget Code COUNCIL ADOPTED Total:	412,448	550,000	962,448
Grand Total:	412,448	550,000	962,448

ORDINANCE NO. 2024-O-XX

AN ORDINANCE PROVIDING BUDGET AMENDMENT FOR THE REMAINDER OF THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024.

WHEREAS, it is necessary to amend the 2023-24 fiscal year budget to adjust revenues and expenditures as reflected on the attached pages, and incorporated herein by reference.

The attached budget amendment for the fiscal year beginning October 1, 2023 and ending September 30, 2024, was duly presented to the City Council by the City Manager and a public notice was posted in the Stephenville City Hall.

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

SECTION 1. That the amended appropriations and anticipated revenues for the fiscal year beginning October 1, 2023 and ending September 30, 2024 for the support of the general government of the City of Stephenville, Texas, be amended and fixed for the remainder of the fiscal year ending September 30, 2024, with the revenues and expenditures shown.

SECTION 2. That the amended budget is hereby approved in all respects and adopted as the City’s budget for the remainder of the fiscal year ending September 30, 2024.

PASSED and **APPROVED** this the 4th day of June, 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

Public Works
STAFF REPORT



SUBJECT: 2024 W Frey Street Maintenance Project – Cape Seal
MEETING: Council Meeting – 06 JUN 2024
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends award of the annual pavement maintenance project to Jay Mills Contracting, Inc. in the amount of \$399,376.00 under the Local Vendor Preference provision of the adopted Purchasing Manual.

BACKGROUND:

On May 21, 2024, the City of Stephenville opened bids for the above referenced project. Two bids were received. The low bid of \$391,245.00 was received from Inter-Mountain Slurry Seal of Lewisville, Texas and the second bid of \$399,376.00 was received from Jay Mills Contracting of Stephenville, Texas.

PROJECT:

The project includes the application of emulsified asphalt, cover coat aggregate, and a micro-surfacing seal to Frey Street from Ollie Avenue to Roland Street. The project also includes a section of Cage Street from Lillian to Sixth Avenue and Sixth Avenue from Cage Street to Groesbeck Street.

FISCAL IMPACT SUMMARY:

Project funding was appropriated in the adopted FY23-24 budget. The Finance Department has confirmed ample funds exist to perform the full project scope with over \$600,000 in funds remaining for annual pavement maintenance.

A copy of the bid tab is shown below.

The difference between the two bids is \$8,131.00 or 2.08%. The purchasing manual contains a local vendor preference clause that would allow the project to be awarded the local vendor if the bid difference is less than five percent.

An excerpt from the Purchasing Manual is enclosed below.

“A municipality with a population of 200,000 or less and a county with a population of 400,000 or less may award the bid to the lowest bidder or the bidder whose principal place of business is in the local government and whose bid is within five (5) per cent of the lowest bid price received from a bidder who is not a resident of the local government and if the governing body of the local government determines in writing that the local bidder offers the local government the best combination of contract price and additional economic development opportunities for the local government created by the contract award.”

ATTACHMENTS:

2024 W FREY STREET MAINTENANCE PROJECT – CAPE SEAL

City of Stephenville, TX
 Bids Opened May 21, 2024

	CONTRACTOR	LOCATION	TOTAL BID
1	Inter-Mountain Slurry Seal, Inc	Lewisville, TX	\$391,245.00
2	Jay Mills Contracting, Inc.	Stephenville, TX	\$399,376.00
		Δ	\$8,131.00 ~ 2.08%

Frey, Cage & 6th Streets Pavement Maintenance 2024



Legend

Pavement Maintenance

-  Cape Seal
-  Dbl Chip w/ Cape
-  Dbl Chip w/ Fog



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.



STAFF REPORT

SUBJECT: IDS Utility Vacuum Truck
MEETING: Council Meeting – 04 JUN 2024
DEPARTMENT: Public Works – Water/Sewer
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval to purchase a Utility Vacuum Truck from Houston Freightliner with funds approved in the adopted FY22-23 budget.

BACKGROUND:

The city utilizes a vacuum truck as a core piece of equipment to routinely maintain, clean, and unstop sewer and stormwater lines. The truck also provides the ability to safely hydro-excavate water and sewer lines and for potholing or performing repairs adjacent to sensitive or dangerous buried utilities such as fiber optic, electric, or gas lines.

On October 11, 2022, approval was received to purchase a Utility Vacuum Truck from Lonestar Municipal Equipment. The truck delivery has been delayed multiple times and the vendor estimates the truck may not be delivered until, two years later now, in late September of 2024.

PROPOSAL:

Attached is an HGACBuy quote received from Houston Freightliner for the purchase of a vacuum truck constructed by Industrial Disposal Supply (IDS) in the amount of \$549,988. The utility department tested and operated the IDS truck on city streets, storm lines, and sewer lines and has requested the IDS truck be purchased for this critical piece of equipment. The IDS truck is currently constructed and has an anticipated delivery date of the first week of August 2024. Additionally, the utility staff has stated a preference for the IDS's analog components allowing, not only the regular operator, but on-call staff, to operate the truck with minimal training.

FISCAL IMPACT SUMMARY:

The FY22-23 adopted budget included \$550,000 for the vacuum truck. These funds were encumbered and are still available. The total purchase cost of the machine is under budget at \$549,988.

The Purchasing Manager has confirmed the city is able to purchase this equipment through the HGACBuy cooperative purchasing agency and adhere to all purchasing requirements.

Lonestar Municipal Equipment Company has been contacted and indicated there is no problem withdrawing the purchase order as there is a backlog of production orders.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Do not recommend approval of the vacuum truck as presented, or
2. Purchase the vacuum truck with financing, or
3. Recommend an alternate vacuum truck.

ADVANTAGES:

1. The cost for the IDS truck is under budget.
2. The anticipated delivery for the IDS truck is in approximately 60 calendar days.
3. Approval secures the IDS truck chassis for Stephenville to purchase. According to Lonestar Municipal Equipment, the Gap-Vax truck is still not under construction and may be delayed further.
4. Securing the vacuum truck helps maintain prolong the life of the sanitary sewer collection system and creates safety for excavation operations in utility-dense areas.

DISADVANTAGES:

1. No disadvantages have been identified.

ATTACHMENTS:

[2024_05-23 – Houston Freightliner – IDS Vacuum Truck Quote](#)

Memo**To:** Jason King**From:** Daron Trussell**Date:** 09-May-2024**Subject:** Stephenville Senior Center Construction Firm Selection**Overview:**

After thorough evaluation and consideration of proposals submitted by Bosque Construction and Century Construction for the Stephenville Senior Center, we feel that Bosque Construction, a local smaller firm, may be a better fit for this project due to the budget, size, and scope. Both firms presented compelling proposals, making the decision challenging. However, Bosque Construction emerged as the preferred choice due to their commitment to providing a Guaranteed Maximum Price (GMP), with a detailed breakdown of construction costs for this project that is within the approximate 1.5 million project construction budget.

Evaluation Process: (attached)

The selection committee diligently reviewed and assessed proposals from both Bosque Construction and Century Construction. Both firms demonstrated commendable qualifications, experience, and capability to execute the project successfully. However, the decisive factor in favor of Bosque Construction was their adherence to the specific requirement of providing a Guaranteed Maximum Price.

Bosque Construction's proposed timeline of 10 months for the Stephenville Senior Center project, compared to Century Construction's timeline of 12 months, was another contributing factor in the selection decision. This shorter construction duration aligns with the City's goals for timely project completion.

Reason for Selection:

Bosque Construction's compliance with the GMP requirement provides financial predictability and risk mitigation, essential for project success. Their willingness to handle construction phase services enhances project management efficiency, offering the City a dependable partner for issue resolution during the project lifecycle.

Conclusion:

While both Bosque Construction and Century Construction presented competitive proposals, the requirement of a Guaranteed Maximum Price stipulated in the RFP was the determining factor in selecting Bosque Construction. We are confident in their ability to deliver the project efficiently and effectively while adhering to the agreed-upon budgetary constraints.

Please feel free to reach out should you require further clarification or additional information regarding this decision.

Thank you.

Daron Trussell, Director of Parks and Leisure Services

Nick Williams, Director of Public Works

Lonn Reisman, City Council Place 3

**CITY OF STEPHENVILLE
PROPOSALS FOR SENIOR CENTER BUILDING PROJECT
EVALUATION WORKSHEET**

	Points	Bosque Construction	Century Construction
I. Mandatory Criteria (Page 5):			
A. Conflict of Interest Questionnaire - Form 1295		x	x
B. Prohibition on Contracts with Companies Boycotting Israel		x	x
C. References		x	x
D. W9		x	x
E. Offerors' Response Letter		x	x
F. Offerors' Questionnaire		x	x
G. Proposal Form		x	x
II. Contractor Qualifications (Page 14):			
A. Contractor Qualifications			
1. General Information & Safety Record (0-10)			
Firm's number of years in business, size, and staffing	5	3	5
Firm's financial health and stability	3	2	2
Firm's safety record	2	2	2
2. Municipal Projects & Experience (0-15)			
Experience of the proposed project team on similar projects	5	5	2
Firm's experience on projects of similar scope, size, and quality	5	5	2
Quality of past construction; provide a list of projects	5	5	5
3. Contractor Staff Experience & Client Relationships (0-15)			
Project organization chart and resumes	10	6	10
Effective communications and cooperation	5	5	5
4. Adherence to Budget & Schedule (0-15)			
Current workload and availability to perform the work	6	6	6
Firm's record of successful completion of projects	3	3	3
Recent experience with project cost estimates; provide examples	3	2	3
Recent experience with project budget and schedule adherence	3	3	3
III. Cost criteria (0-25)			
1. Proposed Preconstruction Services Fee (0-5)	5	5	5
2. Proposed Construction Services Fee (0-15)	11	12	11
IV. Schedule (0-25)			
1. Project Schedule (number of months)	12	18	12
2. Proposed project schedule with detail	5	3	5
V. Oral interview (if necessary) (0-15)			
		0	0
Total points	100	85	81
		85%	81%
Time Estimate (Months) ***		10	12
Construction Management Fee		\$93,712	\$87,500
General Contractor Fees		\$1,679,248	\$0
Total Proposal Cost ***		\$1,772,961	\$87,500

Bosque Notes

Century Notes

11 years / 4 full time employees
 RFP asks if proposer will provide, not to provide. Therefore, this item has a low point association
 Does not make note of safety record

Mostly local construction between 1-3million
 Several recent projects locally between 1-3million
 Both firms have completed numerous projects that appear to be of good quality and have excellent references

Did not provide individualized resumes

Both firms have expressed they are available for this project
 Both firms have presented records of successful completion of previous projects
 Both firms have presented recent experience with cost estimates for successful projects
 Both firms have presented recent projects with references for budget and schedule adherence

Provided a detailed breakdown of GMP

10 month total timeline
 Provided a timeline but was not detailed

26 years / 200 employees
 Does not make note of safety record

No projects of similar scope presented
 Did not present any projects that were similar size and scope

Provided Ind. Resumes with job descriptions

Did not provide GMP / Mobilization Cost

4 month preconstruction / 8 months construction (12 Total)
 provided a detailed GANTT chart regarding schedule and milestones

Does Not Include Construction Costs

***Bosque Construction time and cost proposal found on their electronic packet Page 16
 *** Century Construction time and cost proposal found on their electronic packet Page 7. Proposal Form Rev 1

1.5 CLARIFICATIONS AND INTERPRETATIONS: Any clarifications or interpretations of this RFP that materially affect or change its requirements will be posted by the Owner as an addendum on at the City of Stephenville website <https://stephenvilletx.gov>. It is the responsibility of all respondents to obtain this information in a timely manner. All such addenda, if issued by the Owner before Proposals are due as part of the RFP, shall be acknowledged by Proposers and incorporated in the Proposal.

- A. Respondents shall consider only those clarifications and interpretations that the Owner issues by addenda prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the Owner and should not be relied on in preparing a Proposal. Proposers or their authorized representatives are expected to fully inform themselves as to the general terms and conditions, requirements, and specifications of this RFP before submitting proposals. Failure to do so will be at the Proposer’s own risk.
- B. All questions must be submitted via email to stephenvilleseniorbuilding@stephenvilletx.gov by 2:00 p.m. on Thursday, May 09, 2024, prior to proposal closing date.

1.6 SPECIAL PROVISIONS:

- A. The successful Proposer’s rights and duties awarded by the contract may not be assigned to another without written consent of the City signed by the City’s authorized agent. Such consent shall not relieve the assigned of liability in the event of default by the assignee.
- B. Any deviations from specifications and alternate proposals must be clearly shown with complete information provided by the Proposer. They may or may not be considered by the City.
- C. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. Any change order(s) to the contract will be made in writing and shall not be effective unless signed by an authorized representative of the City.
- D. The City reserves the right to require additional technical and pricing information and negotiate all elements, which comprise the Vendor’s proposal to ensure that the best possible value for the City. The City reserves the right to accept all or part of any proposal, to reject any or all proposals and to re-solicit for proposals.
- E. Proposers shall fill out the following required documents, as noted in the bid proposal. If the following forms are not included, the bid proposal may be considered non-responsive.

Check List:

- Conflict of Interest Questionnaire – Form 1295
- Prohibition on Contracts with Companies Boycotting Israel
- References
- W-9
- Offeror’s Response Letter
- Offeror’s Questionnaire
- Proposal Form

1.7 CONFLICT OF INTEREST AND DISCLOSURE OF INTERESTED PARTIES:**CONTRACTING WITH THE CITY OF STEPHENVILLE****Conflict of Interest Questionnaire
And Disclosure of Interested Parties (Form 1295)**

YOU WILL BE REQUIRED TO COMPLY WITH THE FOLLOWING:

Chapter 176 of the Texas Local Government Code is an ethics law that was initially enacted by the Texas Legislature with HB 914 in 2005 that requires disclosure of employment and business relationships local government officers may have with contractors, consultants and vendors who conduct business with local government entities. The law applies to any written contract for the sale or purchase of real property, goods, or services. Further information regarding Texas Conflict of Interest laws and the ***Conflict-of-Interest Questionnaire*** (FORM CIQ) can be found at the Texas Ethics Commission website at the following web address:

<https://www.ethics.state.tx.us/filinginfo/1295/>

PLEASE COMPLETE THE ATTACHED FORM 1295 CIQ AND SUBMIT WITH YOUR RESPONSE.

Section 2252.908 of the Texas Government Code was enacted in 2015, by the Texas Legislature pursuant to HB 1295, which provides that a governmental entity may not enter into certain contracts with a business entity on or after January 1, 2016, unless the business entity submits a disclosure of interested parties (FORM 1295) to the governmental entity at the time the business entity submits the signed contract to the governmental entity. Further information regarding the disclosure of interested parties' law and FORM 1295 can be found at the Texas Ethics Commission website at the following web address:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

PLEASE DO NOT COMPLETE FORM 1295 UNLESS NOTIFIED OF CONTRACT AWARD AND REQUESTED TO ELECTRONICALLY FILE FORM 1295 WITH THE TEXAS ETHICS COMMISSION.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23. 84th Leg.. Regular Session.

This questionnaire is **being filed** in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law the questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

EX: R01111111

11 Name of vendor who has a business relationship with local governmental entity.

Check this box if you are filing an update to a previously filed questionnaire. (The law requires completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

2_1 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary_

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment of income, from or at the direction the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 r other business entity with respect to which the local government officer serves as an officer ownership interest of one percent or more. with a corporation or or director, or holds an

6 Check this box if the vendor has given the local government officer, or a family member, of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.

Signature of vendor doing business with the governmental entity

Gate

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1.a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code 6 176.003(10MA) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

a

() the local governmental entity is considering entering into a contract with the vendor,

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(8), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

1.8 PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Chapter 2271 of the Texas Government Code, provides that the City may not enter into a contract* with a company for goods or services unless the contract contains a written verification from the company that it: (i) does not Boycott Israel; and (ii) will not Boycott Israel during the term of the contract.

“Boycott Israel” is defined to mean refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. “Company” is defined to mean a for-profit organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit.

*** The requirement applies only to a contract that: (1) is between the City and a company with 10 or more full-time employees; and (2) has a value of \$100,000 or more that is to be paid wholly or partly from City funds.**

I, Colby Pack _____, the Owner _____
(Printed Name of Certifying Official) (Title or Position of Certifying Official)

Of Pack Enterprises LLC DBA Bosque Construction _____,
(Name of Company)

does hereby verify on behalf of said company to the City of Stephenville that said company does not Boycott Israel and will not Boycott Israel during the term of this contract.



Signature of Certifying Official

Owner

Title

5/13/24

Date of Certification

REFERENCES

Five (5) Professional References (Include: Names, Addresses, Phone No's., Dates, Work Description and Contract Amounts.)

1. Austin Brown, Prime Metal Buildings, 854 Harper Rd, Kerrville, TX 78028
254-445-3416, September 2021, New Store and Warehouse \$2.4M

2. Justin Haschke, BMY Wealth Management, 3020NW Loop Ste 3, Stephenville,
TX 76401 254-965-7321, August 1, 2024, New Office Building Pecan Hill Dr,
\$1.5 Million

3. John Powell Prime Metal Building 16134 South US Highway 377
Stephenville, TX 76446, 254-445-3416, June 6, 2022, Office Building
Renovation, \$1.4 Million

4. Sean Perkins, Horseshoe Bay, 200 Hi Cir N, Horseshoe Bay, TX 78657, 512-
947-7226, September 2022, Airplane Hangar \$1.1 Million

5. Kelsey Groutes, Wellington State Bank, 2895NW Loop, Stephenville, TX
76401, 254-968-2265, 12/1/2021, \$2.2 Million

20



WELLINGTON STATE BANK

2895 NW LOOP
STEPHENVILLE, TX 76401
KELSEY GROUTES
254-968-2265

PROJECT STATUS : COMPLETED DECEMBER 2021

PROJECT COST : \$2.2 MILLION

SCOPE : CONSTRUCTION MANAGEMENT / GENEAL CONTRACTOR

PROJECT ARCHITECT :



JAFFE HANGAR

HORSESHOE BAY, TX 78657

SEAN PERKINS

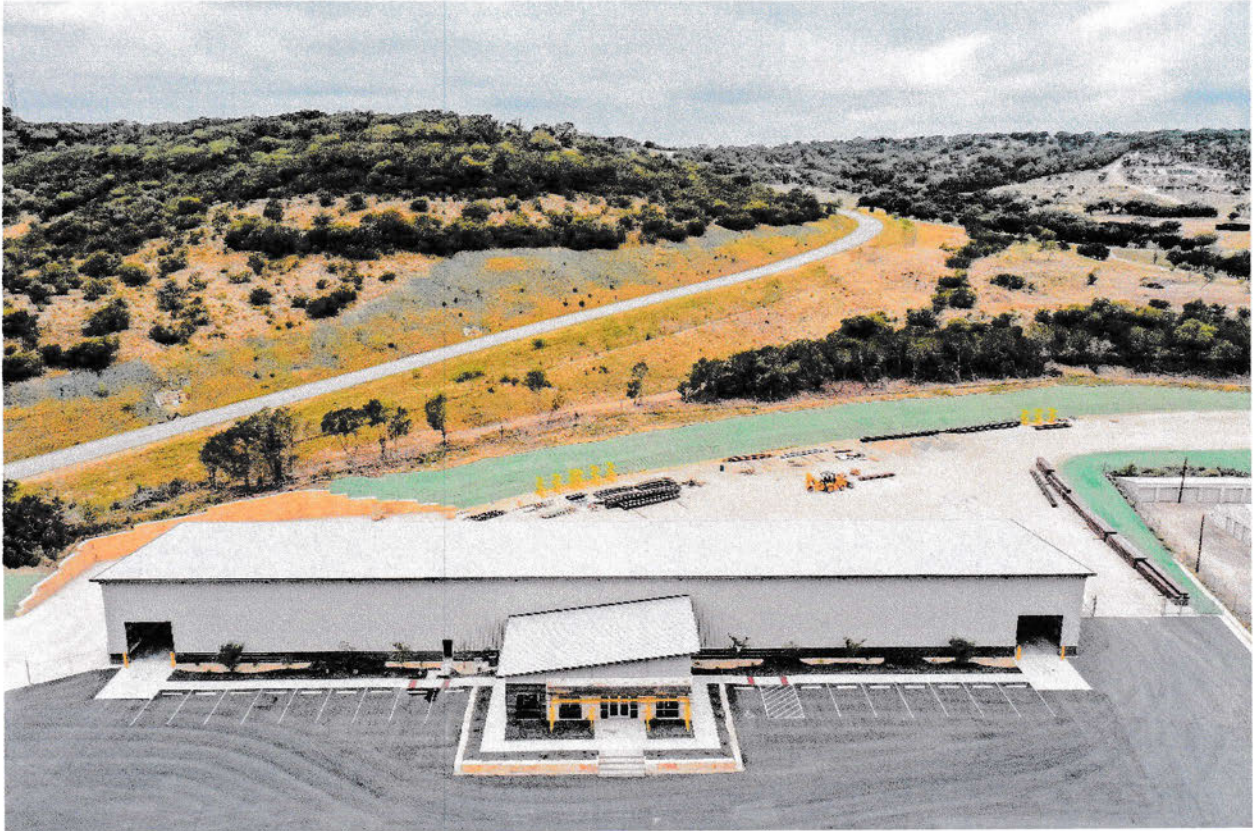
512-947-7226

PROJECT STATUS : COMPLETED

PROJECT COST : \$1.1 MILLION

SCOPE : CONSTRUCTION MANAGEMENT / GENERAL CONTRACTOR

PROJECT ARCHITECT : MUSTARD DESIGN 830-997-9024



PRIME METAL BUILDINGS STORE (KERRVILLE, TX)

854 HARPER RD
KERRVILLE, TX 78028
AUSTIN BROWN
254-445-3416

PROJECT STATUS : COMPLETED SEPTEMBER 2021
PROJECT COST : \$2.4 MILLION

SCOPE : CONSTRUCTION MANAGEMENT / GENERAL CONTRACTOR

PROJECT ARCHITECT : MUSTARD DESIGN 830-997-9024



BMV WEATH MANAGEMENT OFFICE

PECAN HILL RD
STEPENVILLE, TX 76401
JUSTIN HASCHKE
254-965-7321

PROJECT STATUS : IN PROGRESS COMPLETION DATE AUGUST 2024

PROJECT COST : \$1.5 MILLION

SCOPE : CONSTRUCTION MANAGEMENT / GENERAL CONTRACTOR

PROJECT ARCHITECT : CREO ARC 210-943-3777



PRIME METAL BUILDING OFFICE RENOVATION

16134 SOUTH US HIGHWAY 377

STEPHENVILLE, TX 76446

JOHN POWELL

254-445-3416

PROJECT STATUS : COMPLETED JUNE 2022

PROJECT COST : \$1.4 MILLION

SCOPE : CONSTRUCTION MANAGEMENT / GENERAL CONTRACTOR

PROJECT ARCHITECT : MUSTARD DESIGN 830-997-9024

JOB SITE MANAGEMENT

Upon executed contract with our customers, Bosque Construction provides the following items to manage the construction of the project:

- CONSTRUCTION SCHEDULE : Bosque Construction will provide the customer with a Construction Schedule including milestone dates.
- Personnel on job site daily
- Weekly Construction meetings weekly
- Meeting with the City bi-weekly or as needed
- Provide a Construction Site Manager plus a Job Superintendent
- Monthly Construction Schedule Meetings

ORGANIZATIONAL CHART

- Coby Pack (Owner): Will serve as the Project Superintendent of the construction process.
- Chance Pack: Will serve as the Construction Site Manager
- Rick Hale: Will serve as Project Advisor
- Jeremy Keith: Will serve as Construction Site Support Manager
- Ryan Smee : Will serve as Project General Labor

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Colby C Pack

2 Business name/disregarded entity name, if different from above
Pack Enterprises LLC dba Bosque Construction

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____
 Other (see instructions) ► _____
 C Corporation
 S Corporation
 Partnership
 Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1250 CR 273

6 City, state, and ZIP code
Stephenville, TX 76401

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-						
--	--	--	--	---	--	--	--	--	--	--

or

--	--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► *Suzanna Portew* Date ► 3/14/24

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

OFFEROR'S RESPONSE LETTER TO RFP 2024-01

Sarah Lockenour, City Secretary
City of Stephenville
298 West Washington Street
Stephenville, Texas 76401

Ms. Lockenour:

This response is being submitted by the undersigned, on behalf of the Offeror:

The person signing this Response on behalf of the Offeror represents to City that:

- 1) The information provided herein is true, complete, and accurate to the best of the knowledge and belief of the undersigned; and
- 2) Signer has full authority to execute this Response on behalf of Offerors; and
- 3) Offeror has received and acknowledged any relevant Addenda to this RFP, specifically; Addenda Numbered _____ and dated _____ .

Executed this 8th _____ day of May _____, 2024.

OFFEROR: Pack Enterprises LLC DBA Bosque Construction _____

By: _____

Name: Colby Pack _____ Title: Owner _____

Email: colby@bosqueconst.com _____

Office Phone: 254-485-5430 _____ Cell: [REDACTED] _____

Attachment: Responses to Offeror's Questionnaire

OFFEROR'S QUESTIONNAIRE FOR RFP 2024-01

Offerors are required to submit a complete response to each of the below listed items. Responses requiring additional space should be brief and submitted as an attachment to the Offeror's Questionnaire.

1. Legal name of company: Pack Enterprises LLC DBA Bosque Construction _____

Authorized point of contact for the company:

Name: Colby Pack _____ Title: Owner _____

Email: colby@bosqueconst.com _____ Cell: [REDACTED] _____

Address of office that would be providing service:

240 E Washington Stephenville Tx 76401

Main phone: 254-485-5430 _____ Direct phone: 254-485-5430 _____

Number of years in Business: 11 years _____

Type of Operation: Individual Partnership _____ Corporation _____

Number of Employees: 4 _____ Annual Sales Volume: \$10 Million _____

State whether you will provide a copy of your company's financial statements for the past two (2) years, if requested by the City. Yes No

2. Provide a financial rating of your company and / or any documentation (e.g., a Dunn & Bradstreet analysis) if applicable, which indicates the financial stability of the company.

3. Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms. Yes No

4. Provide any details of all past or pending litigation or claims filed against your company arising out of or in connection with your company's performance under a contract for construction management and / or construction services. Describe how such suit or claims were resolved. See attached explanation N/A

5. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution. Yes No

6. Does any relationship exist between your company and any of City's officers, employees whether by relative, business associate, capital funding agreement or any other such kinship? If yes, please explain. Yes No

PROPOSAL FORM RFP 2024-01

COMPANY/FIRM NAME: Pack Enterprises LLC DBA Bosque Construction _____

ADDRESS: 240 East Washington St, Stephenville TX 76401 _____

PRIMARY CONTACT NAME (PRINTED): Colby Pack _____

TITLE: Owner _____

SIGNATURE:  _____

EMAIL: colby@bosqueconst.com _____

OFFICE PHONE: 254-485-5430 _____

CELL PHONE: [REDACTED] _____

PROJECT IDENTIFICATION:

PROJECT NAME: CITY OF STEPHENVILLE SENIOR CENTER BUILDING PROJECT

PRICING:

Proposed Design and Construction Services Fee
(Lump Sum with descriptions) \$1,772,960.62

Project Schedule
(Number of Months) 10 Months

Please include additional lines as needed for the items above.

REQUEST FOR PROPOSAL
STEPHENVILLE SENIOR CITIZEN CENTER

RFP DUE DATE: TUESDAY, MAY 14, 2024, AT 2:00 PM CST

III. BID FORMS (Page 1 of 3 – Bid Summary):

Company: City Of Stephenville

Address: City Park, 800 South Graham, Stephenville, TX 76401

The above-mentioned is submitting this bid for the completion of work for “**Stephenville Senior Citizen Center, Stephenville, Texas, 76401**” project in strict accordance with all Contract Documents and provisions of this RFP package for the:

LUMP SUM PRICE OF: **\$ 1,772,960.62**

DOLLAR AMOUNT IN WORDS **One Million Seven Hundred Seventy Two Thousand Nine Hundred Sixty Dollars and Sixty Two Cents**

Name of Bosque’s Bond Company is:
Brunswick Companies
5309 Transportation Blvd
Cleveland, OH 44125
Ph: 330-603-8936

Authorized Signature



Title

Owner

Print Name



Company

Bosque Construction

REQUEST FOR PROPOSAL
STEPHENVILLE SENIOR CITIZEN CENTER

RFP DUE DATE:, TUESDAY, MAY 14, 2024 AT 2:00 PM CST

III. BID FORMS (Page 2 of 3 – Breakdown of Price By Line Item):

Bid Item No.	Description	Bidder's Price
1	General Conditions	\$182,350.00
2	Mobilization	
3	Bond	\$47,634.89
4	Project Sign	\$1,100.00
5	SWPPP	
6	Erosion Control	
7	Temp Fencing	\$10,000.00
8	Earthwork	\$40,000.00
9	Site Utilities	BY CITY
10	Fencing & Gates	
11	Concrete	\$201,040.00
12	Masonry – Rock/Brick	\$49,434.00
13	Structural Steel	\$84,265.50
14	Carpentry – Beams, Decking, Etc.	\$167,180.00
15	Millwork – Cabinetry	\$21,010.00
16	Countertops	\$11,750.00
17	Metal Building Construction Labor	\$40,825.00
18	Insulation	\$26,222.00
19	Roofing	\$77,140.00
20	Interior Doors, Frames & Hardware	\$29,649.00
21	Windows – Storefront Exterior Doors	\$64,392.00
22	Drywall	\$37,834.00
23	Flooring	\$27,541.00
24	Ceramic Tile	\$12,000.00
25	Painting & Coating	\$62,436.00
26	Toilet Compartments	\$7,886.00
27	Counter Roll Up Door	\$6000.00
28	Plumbing	\$40,525.00
29	HVAC	\$100,000.00
30	Electrical	\$153,150.00
31	Wet Pipe Fire Sprinkler	
32	Fire Alarm System	\$25,000.00
33	Communications System (ELECTRICIAN)	INCLUDED
34	Security/ Surveillance System	BY CITY
35	Pest Control	\$1,884.00
36	Landscaping & Irrigation	\$45,000.00
37	Flagpole	\$7,500.00

**REQUEST FOR PROPOSAL
STEPHENVILLE SENIOR CITIZEN CENTER**

RFP DUE DATE: TUESDAY, MAY 14, 2024, AT 2:00 PM CST

Bid Item No.	Description	Bidder's Price
38	Fire Extinguishers	INCLUDED
39	Toilet & Bath Accessories	\$3500.00
40	Clean Up	\$30,000.00
41	Appliances (Allowance)	\$15,000.00
42	Parking Lot	\$50,000.00
43	Construction Management	\$93,712.23
44		
45		
Total		\$ 1,772,960.62

BID BOND

Bond No.: BRUNS051424
(by Surety)

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF ERATH §

THAT Pack Enterprises LLC DBA Bosque Construction, of the City of Stephenville, Erath County, State of Texas (hereinafter referred to as "Principal"), and Gray Casualty and Surety Company, authorized under the laws of the State of Texas to act as Surety on bonds for principals (hereinafter referred to as "Surety") are held and firmly bound unto the City of Stephenville (hereinafter referred to as "City") in the penal sum of \$ _____ (an amount equal to 5% of the approximate total amount of the bid or if the bid is based upon alternates and/or addenda, at least 5% of the greatest amount bid by the bidder or Principal herein as evidenced in the Bid Proposal) for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, by these presents;

WHEREAS the Principal has submitted on or about this date, a bid proposal offering to perform the following: City of Stephenville Senior Citizen Center Building Project
CITY CONTRACT NO. #CMAR-2024-01 in accordance with the specifications and terms and conditions related thereto, to which reference is hereby made;

NOW, THEREFORE, the condition of this obligation is such that if the said Principal's offer as stated in the bid proposal is accepted by the City, and the said Principal executes and returns to the City the number of original counterparts of the contract required by the City, on the forms provided by the City, for the materials, equipment and/or services described herein and also executes and returns the same number of Performance, Payment and Maintenance Bonds, if required, on the forms provided by the City, within the time provided in the specifications, then this obligation is null and void, otherwise, it is to remain in full force and effect;

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument on this day of May 10, 2024.

PRINCIPAL:

Colby Pack
Signature

Colby Pack
Printed Name

Title

Pack Enterprises LLC DBA Bosque Construction
Company

1250 CR 273
Street Address

Stephenville TX 76401
City State Zip Code

254-485-5430
Phone Number

SURETY:

Todd Stein
Signature

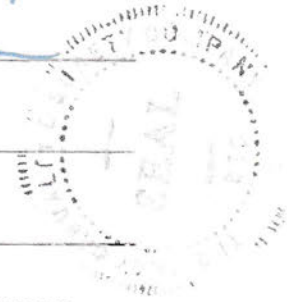
Todd Stein
Printed Name

Attorney In Fact
Title

Gray Casualty and Surety Company
Company

PO Box 6202
Street Address

Metairie LA 70009
City State Zip Code



SURETY'S REGISTERED AGENT FOR SERVICE (REQUIRED):

Printed Name: Todd Stein

Title: Attorney In Fact

Company: Brunswick Companies

Street Address: 5309 Transportation Boulevard
(P. O. Box is not acceptable)

Cleveland OH 44125
City State Zip Code

Phone Number: 330-864-8800
(Attach dated Power of Attorney for Surety)

**THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY**

GENERAL POWER OF ATTORNEY

Bond Number: BRUNS051424 **Principal:** Pack Enterprises LLC DBA Bosque Construction

Project: City of Stephenville. TX Senior Citizen Center Building Project; RFP # CMAR-2024-01

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Todd Stein and Mark Levinson of Cleveland, Ohio jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

“RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.



By:

Michael T. Gray

Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana
ss:

Parish of Jefferson
On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 10th day of May, 2024

Mark S. Manguno

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 10th day of May, 2024

Leigh Anne Henican



**THE GRAY CASUALTY & SURETY COMPANY
ABSTRACT OF ANNUAL STATEMENT as of December 31, 2023**

The Gray Casualty & Surety Company NAIC# 10671
3601 N. 110 Service Road West, Metairie, Louisiana 70002
P.O. Box 6202, Metairie, LA 70009-6202
(504) 888-7790 (P)

(504) 454-6122 (F)

ASSETS

Bonds	74,944,287
Stocks	56,558,552
Cash & Cash Equivalents	8,376,253
Short Term Investments	8,285,950
Agents Balances or Uncollected Premiums	9,403,006
Interest, Dividends & Real Estate Income Due	586,319
Other Assets	2,306,784
Total Assets	\$ 160,461,151

LIABILITIES, SURPLUS & OTHER FUNDS

Reserves for Losses	8,480,400
Reserves for Loss Adjustment Expenses	4,207,893
Taxes, Licenses & fees (excluding Federal & Foreign Income Taxes)	464,033
Federal and Foreign Income Taxes	13,192
Unearned Premiums	24,550,197
All Other Liabilities	6,330,694
Total Liabilities	\$ 44,046,409
Capital Stock	3,000,000
Gross Paid In and Contributed Surplus	100,930,011
Unassigned Funds (Surplus)	12,484,730
Surplus as Regards Policholders	\$ 116,414,742
Total	\$ 160,461,151

STATE of LOUISIANA
JEFFERSON PARISH

I, Robert P. Johnson, Chief Financial Officer of The Gray Casualty & Surety Company, do hereby depose and say that the foregoing statement is a correct exhibit of the assets and liabilities of the Company on the 31st day of December 2023.

Robert P. Johnson
Robert P. Johnson, Chief Financial Officer

Sworn to and subscribed before me at Metairie,
Louisiana this 21st day of Dec 2024

Lisa Millar, Notary Public



Texas Department of Insurance



Certificate No. 13623

Company No. 08-095765

Certificate of Authority

THIS IS TO CERTIFY THAT

THE GRAY CASUALTY & SURETY COMPANY

METAIRIE, LOUISIANA

has complied with the laws of the State of Texas applicable thereto and is hereby authorized to transact the business of

Fire; Allied Coverages; Inland Marine; Ocean Marine; Aircraft--Liability & Physical Damage; Workers' Compensation & Employers' Liability; Employers' Liability; Automobile--Liability & Physical Damage; Liability other than Automobile; Fidelity & Surety; Glass; Burglary & Theft; Forgery; Boiler & Machinery and Reinsurance on all lines authorized to be written on a direct basis

insurance within the state of Texas. This Certificate of Authority shall be in full force and effect until it is revoked, canceled or suspended according to law.



IN TESTIMONY WHEREOF, witness my hand and seal of office at Austin, Texas, this

9th day of June A.D. 2004

JOSE MONTEMAYOR
COMMISSIONER OF INSURANCE

BY *Godwin Olacchesi*
Godwin Olacchesi, Director
Company Licensing & Registration

CERTIFICATE OF INTERESTED PARTIES

FORM 12

Item 6.

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Century Construction Group, Inc.
Austin, TX United States

Certificate Number:
2024-1159697

Date Filed:

05/10/2024

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

The City of Stephenville Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

CMAR-2024-01
Construction Manager at Risk services for the Senior Center Building Project

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Colton Wood and my date of birth is [REDACTED]

My address is 1617 West 6th Street Suburb Austin TX 78703 US
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Travis County, State of Texas, on the 10 day of May, 2024.
(month) (year)

Colton F. Wood
 Signature of authorized agent of contracting business entity
(Declarant)

1.8 PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL

Chapter 2271 of the Texas Government Code, provides that the City may not enter into a contract* with a company for goods or services unless the contract contains a written verification from the company that it: (i) does not Boycott Israel; and (ii) will not Boycott Israel during the term of the contract.

“Boycott Israel” is defined to mean refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. “Company” is defined to mean a for-profit organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit.

*** The requirement applies only to a contract that: (1) is between the City and a company with 10 or more full-time employees; and (2) has a value of \$100,000 or more that is to be paid wholly or partly from City funds.**

I, Colton Wood, the Vice President
(Printed Name of Certifying Official) (Title or Position of Certifying Official)

of Century Construction Group, Inc.
(Name of Company)

does hereby verify on behalf of said company to the City of Stephenville that said company does not Boycott Israel and will not Boycott Israel during the term of this contract.

Colton F. Wood
Signature of Certifying Official

Vice President
Title

05-10-2024
Date of Certification

REFERENCES

Five (5) Professional References (Include: Names, Addresses, Phone No's., Dates, Work Description and Contract Amounts.)

1. Central District Maintenance Facility

Joseph Kunz, Operations Manager, 512-266-9066, jkunz@wcid17.org

See question 7 response, Central District Maintenance Facility project sheet for project description.

2. _____

Thompson CAT, Steve Lainhart, VP of Facilities, 615-210-1685, steve.lainhart@tmcat.com

See question 7 response, Thompson CAT project sheet for project description.

3. _____

MAJ Matthew Payne, Design and Project Management Branch Chief, 601-826-6615, Matthew.j.payne4.mil@army.mil

See question 7 response, Field Maintenance Shop #9 project sheet for project description.

4. _____

Carnation Village, Intervest, Pam Thornton, 601-953-2901, pam_thorn@intervestcorp.net

See question 7 response, Carnation Village project sheet for project description.

5. _____

The Monarch, GID Multifamily, Jerry Tonn, 214-549-6048

Dates: 2023-2024 Contract Amount: \$1,009,725

Work Description:

Century Construction was the General Contractor for the wing wall waterproofing and repair at The Monarch in Austin, TX. The scope of this project consisted of the cleaning, prepping, and waterproofing of two inclined concrete wing walls on the roof of the Monarch building, 29 stories up. Within these wing walls, over 419 anchor pockets were repaired. The project elevation of 29 stories high took place above the roof line requiring the Century team to enforce safety precautions including every worker being tied off at all times, the installation of overhead protection for all tenant access areas including the front door and balconies, and tenant management. Additional scope included miscellaneous concrete repairs, coating the columns with an elastomeric coating, removing and reinstalling lightning protection, and removing and reinstalling electrical lighting and equipment. Century Construction finished this project ahead of time, well under budget, and kept the on-site team very satisfied.

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Century Construction Group, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

PO Box 1366

6 City, state, and ZIP code

Tupelo, MS 38802

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - _____

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Colton F. Ued

Date ▶ 05/10/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

OFFEROR'S RESPONSE LETTER TO RFP 2024-01

Sarah Lockenour, City Secretary
City of Stephenville
298 West Washington Street
Stephenville, Texas 76401

Ms. Lockenour:

This response is being submitted by the undersigned, on behalf of the Offeror:

Century Construction Group, Inc.

The person signing this Response on behalf of the Offeror represents to City that:

- 1) The information provided herein is true, complete, and accurate to the best of the knowledge and belief of the undersigned; and
- 2) Signer has full authority to execute this Response on behalf of Offerors; and
- 3) Offeror has received and acknowledged any relevant Addenda to this RFP, specifically; Addenda numbered N/A and dated N/A.

Executed this Tenth day of May, 2024.

OFFEROR: Century Construction Group, Inc.

By: *Colton F. Wood*

Name: Colton Wood Title: Vice President

Email: cwood@centurycg.com

Office Phone: 662-844-3331 Cell: [REDACTED]

Attachment: Responses to Offeror's Questionnaire



CENTURY
construction

Bringing your vision to life.

Senior Center Building Project

Request For Proposal for Construction Manager-At-Risk Services For City Of Stephenville, Texas

RFP # CMAR-2024-01



Submitted by:
Century Construction Group, Inc.

May 14, 2024

Century Contact:

Colton Wood, Vice President, 1617 West Sixth Street Suite A, Austin, TX 78703
Email: cwood@centurycg.com



OFFEROR'S QUESTIONNAIRE FOR RFP 2024-01

Offerors are required to submit a complete response to each of the below listed items. Responses requiring additional space should be brief and submitted as an attachment to the Offeror's Questionnaire.

1. Legal name of company: Century Construction Group, Inc.

Authorized point of contact for the company:

Name: Colton Wood Title: Vice President

Email: cwood@centurycg.com Cell: [REDACTED]

Address of office that would be providing service:
1617 West Sixth Street, Suite A, Austin, TX 78703

Main phone: 662-844-3331 Direct phone: [REDACTED]

Number of years in Business: 26

Type of Operation: Individual Partnership Corporation

Number of Employees: 200 Annual Sales Volume: \$69,508,000

State whether you will provide a copy of your company's financial statements for the past two (2) years, if requested by the City. Yes No

2. Provide a financial rating of your company and / or any documentation (e.g., a Dunn & Bradstreet analysis) if applicable, which indicates the financial stability of the company.

NA

3. Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.

Yes No

4. Provide any details of all past or pending litigation or claims filed against your company arising out of or in connection with your company's performance under a contract for construction management and / or construction services. Describe how such suit or claims were resolved.

See attached explanation N/A

5. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution.

Yes No

6. Does any relationship exist between your company and any of City's officers, employees whether by relative, business associate, capital funding agreement or any other such kinship? If yes, please explain.

Yes No



Central District Maintenance Facility

Travis County



Century Construction was selected by Travis County WCID 17 to serve as General Contractor for the construction of a new office building and maintenance shop. After a thorough constructibility review of the project our team was able to make recommendations for value engineering that saved both time and money to Owner.

The scope of the project included a 4,250sf two story office building, 1,500sf Parking Structure and a 1,400sf Maintenance Shop. Through planning, scheduling, communication and effective project/site management Century was able to construct the three separate structures concurrently utilizing many of the same subcontractors without additional mobilizations. We are scheduled to reach substantial completion in July of 2024.

Project Overview

Construction Cost
\$3,849,000.00

Owner
Travis County WCID No. 17

Proposed Personnel Experience
Bennett Douglas
Kelly Norris
Scott Linn
Colton Wood

Completion Status
85% Complete

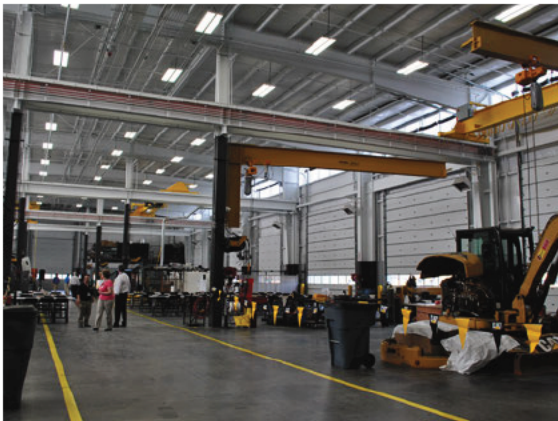
Delivery Method
General Construction





Thompson CAT

Oxford, MS



Thompson CAT's newest 12,000 SF rental store in Oxford, MS is a pre-engineered metal building is single story with a mezzanine overlooking the service area and store front. This store allows them to sell, service and rent a full line of heavy equipment for Caterpillar.

The office and showroom space is over 3,000 SF with 8,000 SF of shop floor, leaving roughly 1,300 SF for parts storage. We used a high performance concrete mix that included dramix fibers and shake on iron hardener to make up the shop floor and reinforce the slab for the heavy equipment. The PEMB had a 22 - foot eave height to support the two 5 ton bridge cranes to service their diesel mechanic shop.

Project Overview

Construction Cost
\$2,697,983

Proposed Personnel Experience
Scott Linn

Delivery Method
Design Build





CENTURY
construction

Item 6.



Lee County CTE Center

Tupelo, MS



Lee County Career and Technical Education Center is dedicated to providing students with a state-of-the-art vocational experience with high-tech opportunities ranging from engineering to computer programming. As Century worked to insure that the Lee County CTE students receive the best vocational education possible, we focused on creating specialized areas for different courses including a culinary kitchen, advanced manufacturing room, high-end electrical and HVAC work room, dust collector system and a greenhouse.

As Century completed this 35,000 SF project during the Covid-19 Pandemic, we faced challenges but completed the project on time and under budget due to our dedication to excellence.

The scope of this project included but was not limited to structural steel work, exposed concrete, LVT, ceramic tile, metal studs, gypsum finishes, and lay-in ceilings.

Project Overview

Owner

Lee County School District
Amy Johnson, 1280 College View
Drive Tupelo, MS 38804

Size

35,000 SF

Year Finished

2021





Carnation Village

Tupelo, MS



Century Construction was selected by Intervest to serve as General Contractor for the Renovation of the historic Carnation Milk Factory in Tupelo, MS. This historic 39,000sf facility will soon be a new 33-unit affordable senior housing complex.

The scope of the project included a 39,000sf main building renovation and an addition of a 2,200sf community clubhouse. This newly renovated facility will also include a custom exercise facility, central laundry facility, elevators, kitchens, walking trails, and gardens. After a thorough constructability review of the project, our team was able to make recommendations for value engineering that saved both time and money for the Owner. We are looking forward to the completion of this historic renovation in September of 2024.

Project Overview

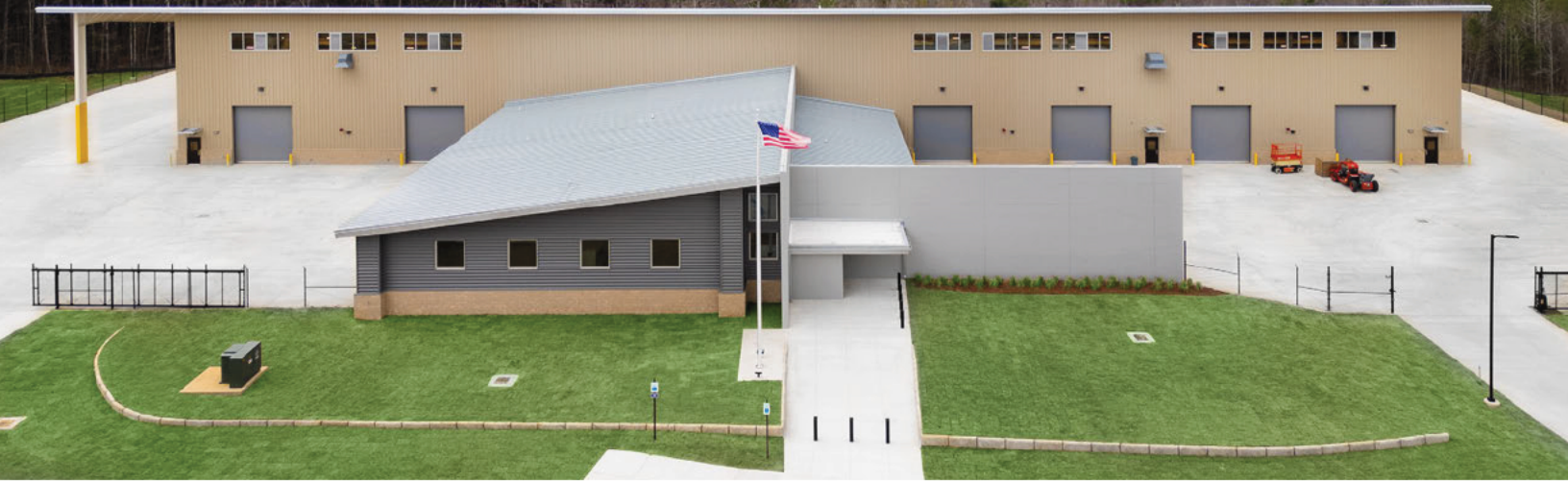
Construction Cost
\$16,900,000

Owner
Intervest

Completion Status
85% Complete

Delivery Method
General Construction





Field Maintenance Shop #9

Brandon, MS



Century Construction is proud of the newly constructed MS National Guard Field Maintenance Shop #9 in Brandon, MS. This facility features 38,610 square feet of multiuse facilities and shops for the maintenance and upkeep of military vehicles.

FMS #9 features two main shops, the largest of which has a 15-Ton Gantry Crane mounted to the roof structure. Throughout the remainder of the facility, there is a kitchen, a custom gym, and a large storage area for tools and supplies.

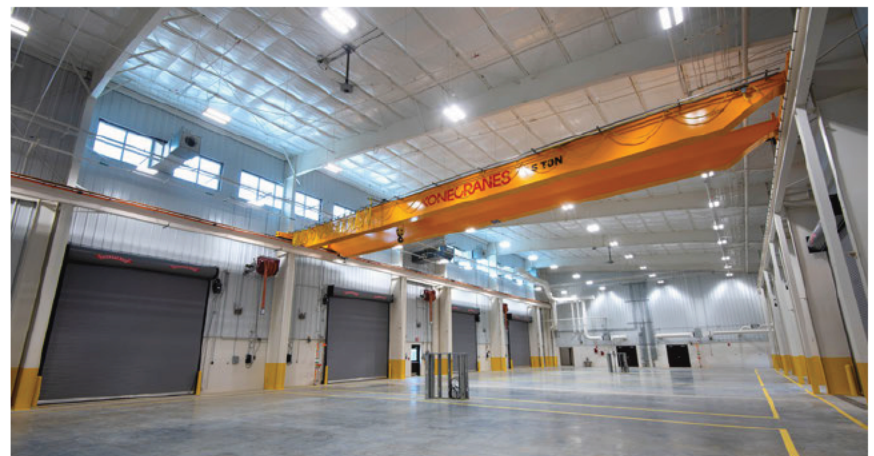
Outside the main facility, there are three outbuildings for storage of both hazardous waste and flammable waste as well as a wash bay, loading ramp, and 6,000-gallon storage tank.

Century Construction was also honored to receive the Nucor Building Systems 2023 High Performance Sales Award recognizing our business and record sales performance as we completed this job!

Project Overview

Size
38,610 SF

Year Finished
2024



8. Project Information

Central District Maintenance Facility

1. Construction Cost: \$3,849,386
2. Phase of Development: Under Construction
3. Estimated Completion Date: July 2024
4. Type of Construction: General Contractor –sealed submittal
5. Owner Contact: Joseph Kunz, Operations Manager, 512-266-9066, jkunz@wcid17.org
6. Architect Contact: Green Civil Design, William F. Pena, P.E, Associate VP, 737-358-8101, wpena@baxterwoodman.com

Thompson CAT

1. Construction Cost: \$2,697,983
2. Phase of Development: Completed 2 years ago.
3. Completion Date: 2022
4. Type of Construction: Design Build
5. Owner Contact: Steve Lainhart, VP of Facilities, 615-210-1685, steve.lainhart@tmcat.com
6. Architect Contact: Jim Tyson, 830-792-5772, jimtyson@windstream.net

Lee CTE

1. Construction Cost: \$7,279,530
2. Phase of Development: Completed 3 years ago.
3. Completion Date: 2021
4. Type of Construction: General contractor – low bid
5. Owner Contact: Lee County School District, Amy Johnson, 662-432-1090, amy.johnson@leecountyschools.us
6. Architect Contact: Pryor Morrow, William Dexter, 662-397-5712, wdexter@pyor-morrow.com

Carnation Village

1. Construction Cost: \$16,900,000
2. Phase of Development: Under Construction
3. Completion Date: September 2024
4. Type of Construction: General contractor -GMP
5. Owner Contact: Intervest, Pam Thornton, 601-953-2901, pam_thorn@intervestcorp.net
6. Architect Contact: Wallace Architects, 573-239-1854, BradA@wallacearchitects.com

FMS #9

1. Construction Cost: \$20,334,689
2. Phase of Development: Completed this year
3. Completion Date: March 2024
4. Type of Construction: General Contractor –low bid
5. Owner Contact: MAJ Matthew Payne, Design and Project Management Branch Chief, 601-826-6615, Matthew.j.payne4.mil@army.mil
6. Architect Contact: Johnson-McAdams, Robin Henry, 662-453-6427, Robin.Henry@jmcfirm.com



9. Maintain Quality Control

“A qualified Construction Manager provides leadership to the entire project team through constructibility reviews, value engineering, market-based estimating, and project scheduling.”

Century Construction Group is uniquely qualified to perform this project based on our proposed team qualifications, relative project experience, Construction Management & contracting experience and our excellent track record of successfully performing preconstruction services. As a testament to our interest in your project, we have assembled a talented and qualified team dedicated to project success and client satisfaction. As reflected in subsequent sections, our proposed team has extensive construction management and renovation experience.

CMaR MANAGEMENT PHILOSOPHY

Century Construction Group believes delivery by Construction Management strengthens relationships between Owner, Design Team and the CM by collaborating early and often in the pre-construction process. These partnering sessions serve to maximize project value through continuous estimating & budget monitoring, options for alternative materials, constructibility reviews, efficient scheduling and subcontractor qualification. Additionally, the pre-construction process serves to identify long lead-time deliveries and allows Owners the opportunity to procure materials in advance of the construction phase. Compared to traditional design-bid-build delivery, successful partnering in the CM process provides for lower project cost, faster construction time and higher client satisfaction.

PRE-CONSTRUCTION SOLUTIONS

Our client services approach offers us the opportunity to provide pre-construction services for virtually every private project we deliver. Our innovative solutions range from cost saving alternatives and life-cycle cost analysis to scheduling efficiencies and means & method recommendations. As Construction Manager, we have had the opportunity to lead extensive design charrette sessions involving the Owner, designer team, subcontractors and industry experts. Practical solutions have included: conducting life-cycle cost analysis of alternative mechanical systems to select the most economical alternative; changing concrete mix designs to decrease cost without sacrificing load capacities; incorporating pre-fabricated system solutions to decrease cost and schedule; and substituting alternative and equally functional materials at lower cost.

KNOWLEDGE OF CURRENT CONSTRUCTION METHODS

Item 6.

Century Construction Group utilizes ProCore project management software, Primavera P6 scheduling solutions, Timberline estimating software and information technology to more efficiently manage the pre-construction and construction processes. Superintendents and Project Engineers are equipped with iPads that not only allow access to the most current contract documents but also allow for instant communication with our home office, Owner's representative, design team and subcontractor's. By using digital document management applications, we are able to instantly transmit RFI's, alternative solution sketches and other documents. Our quality control program commonly allows for third-party consultants to review design development documents to ensure adherence to proper moisture mitigation techniques. We manage our cost with ongoing cost reports and monthly projections. Our construction management software, ProCore, allows anyone within our firm to access any report from anywhere and at any time. Our staff has been and is continually being trained in safety procedures and new employees begin their employment with an orientation process on safety, risk, and quality control.

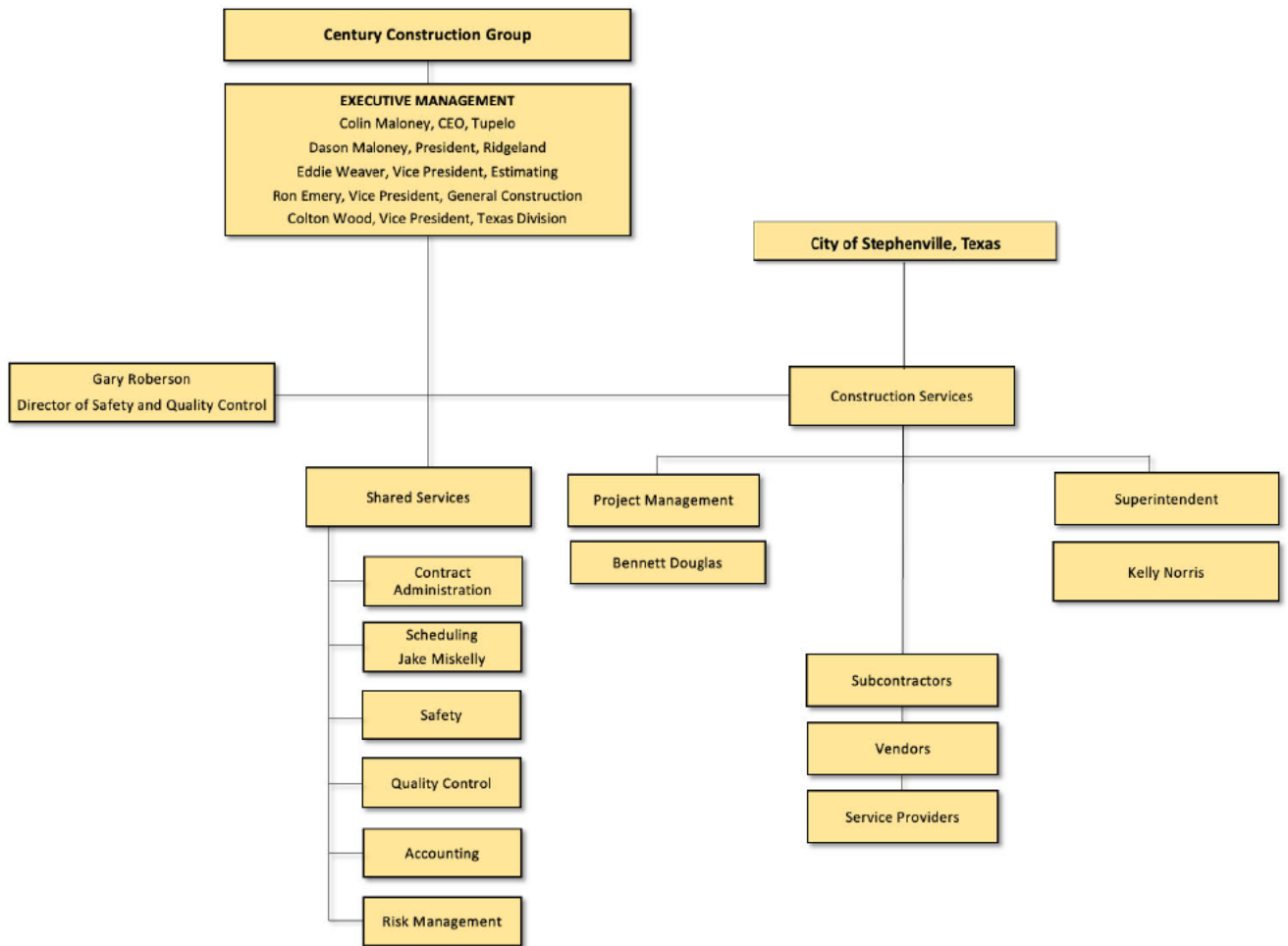
QUALITY ASSURANCE PROGRAM

Century Construction Group is committed to building quality construction projects, ensuring client satisfaction, and establishing long-term relationships with our customers and industry partners. Century Construction Group has established a Quality Control Plan as an integral part of our continuing effort to fully comply with Project requirements and to maintain the highest reliability in the finished product. The intent of our Quality Control Plan is to provide procedures for monitoring activities that affect the quality imposed by the Contract Documents, applicable codes and standards.

As part of our ongoing training efforts, all project managers are fully equipped and trained to perform all tasks necessary to complete the QC/QA requirements set forth in our Quality Management Program (QMP). These tasks include: subcontractor pre-qualification, plan and specification review, mock-ups, pre-construction meetings, first work approvals, in-place testing, photo documentation, concrete pour checklists & logs, detailed daily reports, job hazard analysis, and customer satisfaction assessment. All documentation is completed electronically and all files are backed up to our corporate office. This Quality Management Program provides information on quality policies and procedures commonly associated with construction projects. Our primary goals of our program are to first ensure our customers that we build quality projects and second, to provide direction to our staff related to quality standards. All responsible project personnel must understand the Company procedures and be aware of project-specific requirements. Employees are expected to act responsibly in accordance with our quality guidelines and maintain the professional integrity of the Company while improving customer satisfaction. Our comprehensive Quality Control Plan is available upon request.



10. ORGANIZATIONAL CHART





Colton Wood

Vice President, Texas GC

Specific Qualifications

Involved in planning, design, budgeting, and final pricing of construction projects.

Lead and support communities through assisting with assessing, submitting, and obtaining necessary federal funding when applicable.

Effectively and efficiently schedules work to meet milestone dates.

Coordination of interior remediation due to storm events and utility failures.

Education

Finance Bachelor of Science and Business Administration from the University of Southern Mississippi



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construction

Colton brings experienced executive leadership with over a decade of business management. Colton's forte is building cross functional teams that deliver actionable initiatives across organizations. Over the past nine years Colton has served as a Vice President for an industry leading company that provides program/project management and construction services for capital projects across various market sectors and managed in excess of \$500 million in design and construction projects and programs.

Relevant Project Experience

Central District Maintenance Facility - \$3.5M - Travis County, TX

Memorial Hermann Health System | Kingwood Convenient Care Center/Kingwood Town Center-\$15M - Kingwood, TX

Aransas County Downtown Anchor Projects – County Courthouse - \$27M - Rockport, TX

City of Rockport Downtown Anchor Projects – City Hall - \$16M - Rockport, TX

City of Port Aransas | Disaster Recovery Program - \$120M - Port Aransas, TX

The Shore Condominiums | Repair & Renovation- \$5,600,000 - Austin, TX

The University of Texas at Austin | Marine Science Institute Rebuild - \$30M - Port Aransas, TX

City of Louisville, Winston Plywood and Veneer Plant - \$100M - Louisville, MS

Forrest County School District, Safe Room Projects - \$9.7M - Forrest County, MS

Certifications

Estimating Certification - Construction Estimating Institute

Construction Certification - Mississippi Construction

Education Foundation

American College of Surgeons Committee on Trauma- Stop the Bleed-Trainer Certification

Advanced Law Enforcement Rapid Response Training- Civilian Response to Active Shooter Events- Trainer Certification



Bennett Douglas

Project Manager

Project Role

Pre-Construction

Bidding and final pricing of the project.

Construction

Qualified bids and verified accuracy of scope based on plans and specifications prior to subcontracting.

Coordinate construction phases as applicable between Owner, design professionals, subcontractors, and vendors.

Carefully coordinate and phase projects to allow for ongoing work throughout facilities not directly under construction.

Conduct progress meetings to ensure the Owner that design professionals, subcontractors, and vendors are on track to meet projected schedules and to resolve disputes.

Education

Bachelor of Science in Civil Engineering
Mississippi State University

Certifications

OSHA 30 Certified
First Aid and CPR Certified



CENTURY
construction

Bennett has been a part of the Century Construction team since 2012 when he began working as a laborer in the field. Bennett is an asset to the Century Team as he not only has experience as an Onsite Project Manager and Estimator on the General Construction side, but also with our Civil Division, Demolition Division, and a glass subcontractor. He has worked on numerous projects that started with budgeting and saw it all the way through to the finish of punch list items. As an estimator he has led and assisted in over \$400 million dollars' worth of bids, \$85 million of which were awarded. Bennett is located in the Austin office and travels across the state of Texas as he manages his project teams.

Specific Qualifications

Involved in planning, design, budgeting, and final pricing of construction projects as applicable.

Qualify competitive subcontractor bids prior to execution of contracts.

Effectively and efficiently schedule work to meet milestone dates.

Prepare payment applications for Owner approval including appropriate back-up information.

Coordinate Interior remediation due to storm events and utility failures.

Review submittals coordinating material shop drawings and product data with design documents and intent.

Monitors quality control and quality assurance by holding trades to a high standard.

Relevant Project Experience

Central District Maintenance Facility - \$3,849,000 - Travis County, TX
The Monarch: Wing Wall Waterproofing and Repairs - \$1,065,587- Austin, TX
The Monarch: Garage Facade and Renovation - \$1,000,000 - Austin, TX
Fairpark Plaza - \$8,000,000 - Tupelo, MS
East Mississippi Community College Dorms - \$10,000,000 - Scooba, MS
The Grandstand - \$11,000,000 - Tupelo, MS
Historical Clarendon Bridge Demolition - \$11,000,000 - Stuttgart, AR
JMAA West Concourse Renovation - \$2,500,000 - Jackson, MS
Decatur Hall - \$17,000,000 - Decatur, AL



CENTURY
construction

Kelly Norris

General Superintendent

Specific Qualifications

Possesses excellent time management and communication skills

Performs on-site planning and layout

Coordinates subcontractors and vendors

Responsible for maintaining schedule requirements

Accountable for quality of work and safety of all trades on-site

Education

Bachelor of Science from Auburn University

Masters of Engineering Construction Management from the University of Alabama at Birmingham

Certifications

OSHA 30
First Aid and CPR Certified
Forklift & Scaffolds Certified

Kelly has over 20 years of experience in the Construction industry. He joined the Century Construction team in 2015 as a Project Superintendent. Kelly has supervised projects ranging from \$5,000,000 to \$80,000,000 over his career.

Project Role

Kelly is involved in pre-construction meetings with the project team to review scope, sequencing, feasibility, and overall schedule of repairs to the exterior envelope. Daily coordination with subcontractors is maintained to ensure deliveries are on schedule and project schedule is held during the duration of all projects.

Kelly also has constant communication with subcontractors to ensure proper sequencing of envelope repair and maintains the subcontractors' schedule throughout the entirety of the project. Coordination with exterior trades are also directed by Kelly to allow for the flow of work to continue with no conflicts. Throughout all projects Kelly also holds regular meetings with the project team and subcontractors focused on the quality of install to ensure work is done in accordance with contract documents.

Relevant Project Experience

Field Maintenance Shop and Administration Building - \$20,000,000 - Brandon, MS

Joint Force Headquarters - \$4,355,000 - Jackson, MS

Central District Maintenance Facility - \$3,849,000 - Travis County, TX

Hotel Van Zandt and The Shore Condominiums - Austin, TX

University of Mississippi - Oxford, MS

UM Residential College North - \$80,000,000

UM Residential College South - \$52,000,000

GHM Dorm - \$18,200,000

Winston Medical Center - \$20,000,000 - Louisville, MS

MSU Animal and Dairy Science Building - \$12,000,000 - Starkville, MS

USM Century Park South - \$48,000,000 - Hattiesburg, MS

Jackson State University Student Union Building - \$25,000,000 - Jackson, MS

The Belhaven Office Building - \$52,000,000 - Jackson, MS

Marriott Renaissance Hotel - \$50,000,000 - Baton Rouge, LA

The District at Eastover - \$34,000,000 - Jackson, MS

The Face and Body Center - \$12,000,000 - Flowood, MS

Franklin County Memorial Hospital - \$9,000,000 - Meadville, MS

Mississippi Center for Plastic Surgery - \$12,000,000 - Natchez, MS



Scott Linn
Senior Estimator

Specific Qualifications

Carefully coordinates all plans and specs using AIA Standards

Plans and budgets all final pricing for all of Century Construction Group's projects

Produces detailed cost estimates for all commercial projects using Timberline Estimating Software

Vets and qualifies competitive subcontractor bids prior to execution of contract

Executes all proposal packages on time

Acts as an advocate on client's behalf for sub-contractor needs, develops project estimates, compiles bids, and consolidates information into proposal for client submission

Establishes conceptual, design, and hard bid estimates

Works closely with Owners and Architects to value engineer projects

Education

Bachelor of Science in Sociology at the University of Southern Mississippi



CENTURY
construction

Scott joined Century Construction Group in 2008 and spent his first couple of years as an onsite Project Manager. Having that invaluable field experience created the base line for him to move into estimating Commercial projects. Scott has estimated for a wide variety of industries to include commercial offices, industrial, educational, hospitality, financial, and medical through Design-Build, Construction Management, General Contracting delivery methods. He has accurately estimated projects up to 30 million dollars.

Relevant Estimating Projects

- MS Army National Guard Field Maintenance Shop #9 - \$20,334,000.00
- MS Army National Guard Joint Force Headquarters - \$4,355,000.00
- Dipstix Tire and Lube - \$1,997,000.00
- Central District Maintenance Facility - \$3,849,000.00
- The Monarch - \$1,065,000.00
- Hunt School - \$17,000,000.00
- Decatur Residence Hall - \$15,500,000.00
- Carnation Village - \$11,702,000.00
- Kangaroo Crossing - \$4,147,000.00
- Clinton 80/20 Development Phase 1 - \$7,325,000.00
- The Concourse-Northwest MS Community College - \$8,387,000.00
- Tippah County Hospital - \$21,830,000.00
- Hotel Van Zandt - \$7,250,000.00
- Lee County Career and Technical Education Facility - \$7,288,000.00
- Academy of Innovation - \$16,454,000.00
- East Mississippi Community College Dormitory - \$9,968,000.00
- Magnolia Federal Credit Union - \$1,248,000.00
- Lafayette County Business Center - \$8,182,000.00
- College Hall - Mississippi Valley State University - \$7,273,000.00
- Three Rivers Landfill Evaporator - \$1,274,000.00
- Mississippi State University-Animal & Dairy Science - \$11,687,000.00
- Winston Medical Center - \$19,250,000.00
- Yokohama Administrative & Training Facility - \$3,600,000.00
- Mississippi Arts & Entertainment Museum - \$19,257,000.00
- University of Mississippi-Vaught Hemmingway Stadium-South Endzone - \$9,386,000.00
- Hatley FEMA Dome - \$1,114,000.00
- Tri-State Mack Truck Facility - 8,500,000.00



2091 Old Taylor Road
Suite 103
Oxford, Mississippi 38655
(901) 485-4669 Phone
www.bnabank.com

Item 6.

October 11, 2023

RE: Construction of BNA Bank Plaza
Fairpark District, Tupelo MS

Dear Associated Builders and Contractors:

I am pleased to write this letter of recommendation for Century Construction for their work on our BNA Bank Plaza building located in the Fairpark District of downtown Tupelo.

This project included demolition, civil work, and construction of a 25,000 square foot building that would have offices for BNA Bank, BNA Financial Services, Phelps Dunbar LLP, and a rooftop venue for entertaining.

We started this project during Covid19. This led to major supply problems and building material cost escalations. Century worked diligently with BNA to value engineer all areas of the building to keep the building within budget. During the course of the project, the project manager kept us informed of any delays so we could adjust timelines and budgets as construction progressed. Since the building contained several tenants from various business fields, change orders were inevitable. Century handled each request quickly and supplied cost breakdowns to keep all parties informed.

Because of the efforts of Century Construction, BNA Bank Plaza has now become a showcase not only for BNA Bank, but for downtown Tupelo as well.

Respectfully,

Kevin Kessinger
Vice President – BNA Bank Oxford

“Everything a community bank should be, *and more!*”

10/07/2021

Dear Associated Builders and Contractors,

I had the honor to work with Century Construction in two major stucco recladding and repair projects in Austin, Texas between September 2019, and June 2021. My Interaction with Century Construction was frequent on weekly basis through site visits, accompanied with meetings online and meetings on site.

Century Construction were responsive, professional, and well organized throughout the different phases of the project. In the most recent project, I had the pleasure of working with Mr. Dason Maloney, the project manager, and Mr. Kelly Norris the superintendent were professional, and paid every effort to maintain a good quality work, provided good communication and offered their help generously to help the team finish the job.

The job was completed in June 2021, and they were helpful in completing minor punch-list items. The cladding system stands tall in the city of Austin skyline, looking beautiful and most important, functioning well.

I would recommend Century Construction for any similar jobs and would be happy to work with them again on different projects.

Sincerely,

Ross Shalabi, PhD

Associate II



Wiss, Janney, Elstner Associates, Inc.

October 5, 2022

Century Construction Group, Inc
 400 West Parkway Place
 Ridgeland, MS 39157

To Whom It May Concern,

I am Steve Lainhart with Thompson Machinery Company. We are a 77 year old Caterpillar Dealership. Based corporately in Lavergne, TN we cover Middle and West Tn and the northern half of Mississippi. Some 20 years ago I missed a meeting and became responsible for getting new facilities designed and built. It has actually been one of the most rewarding elements of my career and I was very fortunate to get acquainted with Century Construction some years ago and they have remained excellent partners. They built a 44,000 sq ft facility for us just outside of Tupelo, they have performed a couple of major expansions to our Columbus store and just recently finished a new facility in Oxford MS. Their team has been excellent to work with over the years. Creative and patient, responsive, on time, on budget...they have been easy to work with, producing excellent quality at every corner.

That has certainly been true for our newest store in Oxford. It's a 12,000 sq ft facility with lobby and offices, a Parts warehouse, a shop and a free standing, closed loop equipment washing facility. We are very pleased and proud of this new facility. It is easy in and out, has a circular drive, fuel island, and plenty of yard for equipment storage and display. The building exterior is composed of split face block, horizontal architectural metal paneling, storefront windows the length of the lobby, insulated roll up doors, translucent wall panels for natural lighting, and surrounding 15' cantilevered awnings for shade and additional covered workspace. The highway facing signage offers both Thompson and Caterpillar branding elements, and a side wing wall (hiding 2nd floor exit stairs) that displays stainless steel pans that present some of the major allied brands that we represent. The state-of-the-art washrack utilizes a closed loop water system that circulates all the wash water so there is no possibility of releasing contaminated water into the nearby creek. In the processing treatment tank microbes 'eat' the oils and greases that are washed off the equipment before the machines enter the shop.

Every step of the way the Century team was there to advise, assist, consult, consider the options and weigh the costs versus the value. It was an excellent partnership and collaboration; a construction model we hope to use again and again. We at Thompson certainly feel that Century Construction should be seriously considered for distinction for this project. Thank you

Respectfully Submitted,



Stephen Lainhart, VP Thompson Machinery

LaVergne (Nashville)

1245 Bridgestone Boulevard
 LaVergne, TN 37086
 615.256.2424 tel
 615.793.7617 fax

Memphis

1291 Corporate Avenue
 Memphis, TN 38132
 901.332.3051 tel
 901.345.2139 fax

Columbus (Earth Moving)

3199 South Frontage Rd.
 Hwy 82 West
 Columbus, MS 39701
 662.327.3083 tel
 662.243.7742 fax

Columbus (Power)

3169 South Frontage Rd.
 Hwy 82 West
 Columbus, MS 39701
 662.243.7753 tel
 662.328.9645 fax

Greenwood

1808 Highway 82 West
 Greenwood, MS 38930
 662.453.5233 tel
 662.455.3449 fax

Tupelo

723 Westmoreland Drive
 Tupelo, MS 38801
 662.844.1634 tel
 662.844.1655 fax

Camden

4350 Highway 641 South
 Camden, TN 38320
 731.584.2732 tel
 731.584.8732 fax

Clarksville

541 Alfred Thun Road
 Clarksville, TN 37040
 931.552.5496 tel
 931.552.5497 fax

Jackson

2000 Airways Boulevard
 Jackson, TN 38301
 731.988.4240 tel
 731.988.4268 fax

Manchester

3565 New Tullahoma Highway
 Manchester, TN 37355
 931.461.5000 tel
 931.728.0135 fax

Cookeville

667 Horace Lewis Road
 Cookeville, TN 38506
 931.646.3200 tel
 931.528.8818 fax



October 11, 2023

Associated Builders & Contractors

RE: Construction Merit Awards
Science Building Infiltration Repairs, USM – Gulf Park

To Whom It May Concern:

I am pleased to write this recommendation letter on behalf of Century Construction for the work they performed on the Science Building Infiltration Repairs project at the USM Gulf Park campus in Long Beach, MS.

The project scope included a total exterior envelope replacement due to ongoing water intrusion on a three-story occupied educational lab building in a marine environment. The exterior stucco finish system, window and storefront systems were all replaced in a highly choreographed sequence around the building – all while instruction was still taking place in the campus's only lab facilities.

Century's team dealt with an occupied building, material delivery delays, and complex sequencing of work to get the project completed. The project superintendents went above and beyond standard procedures to remain communicative and accommodating with the University staff's operating needs during construction. The project manager coordinated with the Owner's commissioning agent and design team to provide a quality project for the University. The overall construction process was an excellent partnership and collaboration with all project stakeholders, and the result is a beautiful building that will perform for many years to come.

This project was a great success, and I recommend Century Construction be considered for a Merit Award for their efforts.

Sincerely,

A handwritten signature in blue ink that reads "Sally Zahner".

Sally Zahner, AIA LEED AP
Principal Architect

12. Past Performance

STANDARD AND CUSTOMARY PRE-CONSTRUCTION SERVICES

Century Construction's preferred method of contracting with clients involves a comprehensive pre-construction process. This process drastically reduces the likelihood of costly redesign and allows the Owner/Design Team/Contractor team to keep the project in budget while maximizing project value throughout the design process. The following approach is an example of our typical pre-construction process and this outline will be revised as necessary to conform to specific project requirements: Our objective during the pre-construction process is to assist the Owner with value engineering services, estimating, scheduling and logistical planning throughout the conceptual and design phases of the project. Century Construction will pledge a faithful relationship and exercise skill and judgment in furthering the interests of the Owner while fully cooperating with the design consultants. These services include vital consultation on project cost and value engineering throughout the pre-construction phase. Throughout design, we will provide the Owner with information necessary to make sound decisions and to monitor and control project cost and quality.

Century will attend meetings with the Architect/Engineer and Owner to discuss such matters as procedures, progress, coordination, and scheduling of the Work. Upon request, Century will advise the Owner and the Architect regarding proposed site use and improvements, selection of materials, and building systems and equipment. We will also provide recommendations on constructability; availability of materials and labor; time requirements for procurement, installation and construction; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions.

In summary:

- Century will provide an initial evaluation of the program, schedule, and construction budget requirements, each in terms of the other.
- Century will regularly attend meetings with the Owner and design team to discuss matters involving project planning, design intent and cost analysis.
- Based on conceptual drawings and other design criteria, Century will prepare a preliminary estimate of construction cost for the program requirements, including cost evaluation of alternative materials and systems.
- Century will review and estimate design documents at periodic intervals during their development and advise the architect and Owner on matters including cost analysis of alternative building materials and systems (value engineering).
- Century will provide options and recommendations regarding accelerated or fast-track scheduling, procurement, or phased construction. We will also take into consideration cost reductions, cost information, constructability, provisions for temporary facilities and procurement and construction scheduling issues.
- As design progresses Century will prepare and update estimates of construction costs with increasing refinement.

Item #1:

Century utilizes Primavera P6 as our preferred scheduling software and remain convinced proper usage and execution of project schedules always improves the success of a project. We view the schedule as an critical document for CM as well as the Owner team, subcontractors and vendors. The schedule will foremost allow the Superintendent and Project Manager to be fully aware of project status each day. For subcontractor coordination, the overall project schedule is typically narrowed down to a near term schedule showing only the upcoming activities and milestones. This provides a simpler view so not to overwhelm the various trades. Our schedules are equipped with milestone dates. These items will provide an owner or architect/engineer a quick overview of the project status and create goals for the construction team. Our schedules will also assist in on-time material delivery pointing out those deadlines as well. The Project Manager will create the initial schedule phased into various areas relative to the construction documents. A copy of the updated overall progress schedule will also be provided at each OAC meeting.

Item #2:

Effective project scheduling must be initiated during the preconstruction process with full input of subcontractors and suppliers. As part of subcontractor and supplier scope review, activity durations must be vetted and written into subcontracts and purchase orders. In order to assure timely completion, subcontractors must be held accountable on a daily and weekly basis. At the first sign of schedule creep, subcontractors will be notified and, if necessary, put on notice regarding the consequences of contract compliance. When necessary, overtime and/or weekend work will serve to make up schedule delays.

Item #3:

As a Construction Manager and General Contractor, scheduling challenges most often involve material procurement and lack of subcontractor manpower. We address material procurement lead times during preconstruction (or Notice to Proceed when preconstruction services are not employed). If specified materials cannot be procured within required time frames, alternate and equivalent material selections will be offered for substitution. Subcontractor performance issues must be addressed on a daily basis. Manpower is checked daily and equated to schedule progress. If manpower is insufficient, additional staffing will be mandated to comply with our subcontract terms.

Item #4:

Century Construction Group has a successful history of providing Guaranteed Maximum Price proposals prior and completing projects at or below the initial estimates. We realize the GMP is a pledge and a contractual commitment to provide construction services at an agreed upon price. We will utilize contingency factors to offset possible design creep and bond subcontractors in the event of weak performance.

Item #5:

As Construction Manager, we accept the responsibility to offer input to the design team that will maximize project value. In order to meet the project budget, we will offer constructability analysis, value engineering assistance and material selection alternatives.

Item #6:

Cost control is initiated with budget estimates and continually refined as the design progresses and costs are revised. Century Construction utilizes Timberline software to accurately provide and update estimates. In addition to estimates, costs are tracked in ProCore, our construction management and accounting software. All change directives and change orders are tracked from inception to execution to account for cost revisions.

Item #7:

As part of our Construction Management services, we have worked with the Owner and design team to provide complete agriculture distribution facilities at various locations. Although the site locations and facility sizes varied widely, we assisted in developing a common design for the fertilizer houses that could easily expand in width to accommodate various tonnage requirements. During the process, we recommended a combination of concrete stem walls for strength coupled with wood framing above. These recommendations allowed us to provide necessary loading combined with lesser priced materials for areas not subject to heavy loads.

The result was a repeatable facility design available to service a multitude of branch inventory requirements with drastically reduced design costs.



13. Benefits Offered

SPECIAL SERVICES AND ADVANTAGES

Our efficiencies coupled with self-performance capabilities and the most competitive pricing from quality subcontractors produces consistent savings for our clients. And our passion for quality control leads to superior construction. We have assembled and presented a talented team to plan and provide construction services. In addition to experience and knowledge, we are good listeners and communicators. And our team is passionate about establishing a partnering experience between all stakeholders – Owner, Designers, Contractor and Subs/Suppliers. Since our formation in 1997, Century Construction Group has maintained a culture of partnering with our clients and exceeding expectations. And our corporate leadership approach allows us to be nimble, listening to your needs and saving valuable time by making decisions quickly. As a testament to proven results and faithful partnering with local clients, over half our work is performed for repeat customers.

Our criteria for project success will mirror our traditional project goals: Exceed Owner Expectations while carefully managing the typical constraints of Project Quality, Cost, Scope and Schedule.

Additional goals and objectives for this project include:

- Establish and meet the project budget
 - Provide Value Engineering options at various design stages
 - Comprehensive and continual plans/specs review
 - Obtain competitive subcontractor and vendor pricing
- Meet the project deadline
 - Vigilant planning with owner / design team / subcontractors
 - Fully vetted activity duration meetings with subcontractors and suppliers
 - Rigorous schedule updates at each design stage
 - Recovery planning at first sign of schedule slippage
- Manage Project Quality
 - Systematic quality assurance walk-throughs
 - Conform to Century QA plan
 - Conform to all Owner requirements
- Manage Project Risk
 - Budgeting / Cost Control
 - Qualified subcontractors
 - Scheduling Milestones – 30/60/90 day look-ahead
 - Extensive documentation
- Maintain a safe working environment
 - Conform to Century and OSHA guidelines
 - Weekly Toolbox Safety Talks
 - OSHA 30-hour certifications for all superintendents

As part of our commitment to your project, we will:

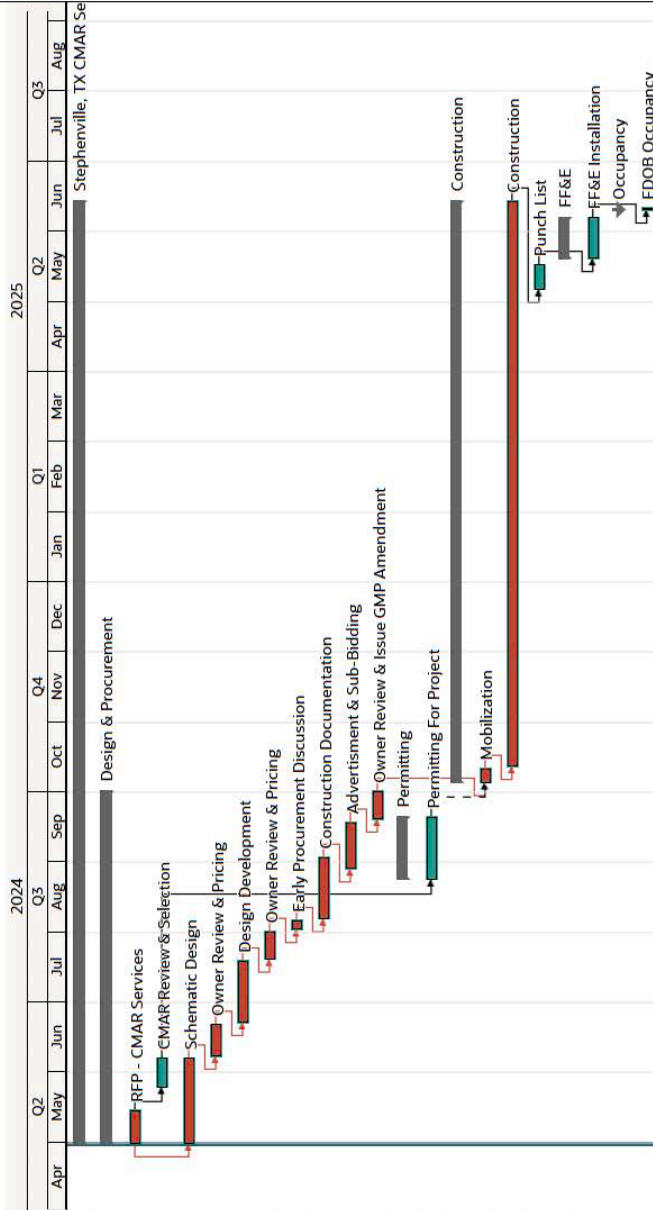
- Offer the best project value
- Staff your project with well-qualified professionals
- Provide tight control on project quality, schedule and safety
- Offer qualified subcontractor partners at competitive pricing
- Provide unparalleled response times
- Deal with project challenges quickly and effectively





Stephenville, TX CMAR Senior Center

Current Date: 10-May-24
Data Date: 29-Apr-24



Name	At Completion Duration	Duration Percent Complete	Start	Finish
1 Stephenville, TX CMAR Senior Center	295d	0.00%	29-Apr-24	13-Jun-25
2 Design & Procurement	111d	0.00%	29-Apr-24	30-Sep-24
3 RFP - CMAR Services	12d	0.00%	29-Apr-24	14-May-24
4 CMAR Review & Selection	10d	0.00%	24-May-24	06-Jun-24
5 Schematic Design	29d	0.00%	29-Apr-24	06-Jun-24
6 Owner Review & Pricing	10d	0.00%	07-Jun-24	20-Jun-24
7 Design Development	20d	0.00%	21-Jun-24	18-Jul-24
8 Owner Review & Pricing	9d	0.00%	19-Jul-24	31-Jul-24
9 Early Procurement Discussion	3d	0.00%	01-Aug-24	05-Aug-24
10 Construction Documentation	20d	0.00%	06-Aug-24	02-Sep-24
11 Advertismnt & Sub-Bidding	15d	0.00%	28-Aug-24	17-Sep-24
12 Owner Review & Issue GMP Ame...	9d	0.00%	18-Sep-24	30-Sep-24
13 Permitting	20d	0.00%	23-Aug-24	19-Sep-24
14 Permitting For Project	20d	0.00%	23-Aug-24	19-Sep-24
15 Construction	181d	0.00%	04-Oct-24	13-Jun-25
16 Mobilization	5d	0.00%	04-Oct-24	10-Oct-24
17 Construction	176d	0.00%	11-Oct-24	13-Jun-25
18 Punch List	10d	0.00%	05-May-25	16-May-25
19 FF&E	15d	0.00%	19-May-25	06-Jun-25
20 FF&E Installation	15d	0.00%	19-May-25	06-Jun-25
21 Occupancy	1d	0.00%	09-Jun-25	09-Jun-25
22 FDOB Occupancy	1d	0.00%	09-Jun-25	09-Jun-25

15. Current Workload

Century Construction Group is committed to dedicating the aforementioned personnel for the entirety of the project(s). This includes preconstruction, constructability reviews, procurement/bidding, construction services, and closeout.

Project Name	Address	Owner	Architect	Contract Amount	Value Performed	Percent Complete	Contact	Item 6.
The Concourse	325 Lakewood Drive	Panola County Board of Supervisors	Sozo Architecture, PLLC	\$9,614,695	\$9,607,965	100%	Michael G Jones	
BNA Bank	105 East Main Street Tupelo MS 38804	BNA Bank	Eley Barkley Dale Architects, PA	\$7,246,915	\$7,246,915	100%	Leigh Ann Black leighann@eleybarkley.com	
USM Science Building	730 East Beach Boulevard Long Beach MS 39401	Bureau of Building, Grounds & Real Property Management	Shafer, Zahner, Zhaner, PLLC	\$3,051,051	\$3,046,474	100%	Sally Zahner	
Just Love Coffee	1600 N Gloster St Tupelo MS 38802	Jackson Team Enterprises	Paradym Studio, PLLC	\$950,000	\$947,150	100%	Larry Courtright	
Bullseye PEM	1251 CR 233 Florence TX 76527	WS Campus Holdings, LLC	Neal Architectural Group	\$1,668,102	\$1,650,587	99%	NA Group	
Taylor Mast	Industrial Park Road Philadelphia MS 39350	Neshoba County Board of Supervisors	Pryor & Morrow	\$2,779,571	\$2,766,785	100%	Cortney Whitten	
Amory National Guard	1710 Highway 25 N Amory MS 38821	Mississippi Military Dept	JBHM Architects PA	\$1,444,000	\$1,350,140	94%	Bill Whittle	
National Guard Joint Forces	Brandon, MS	Mississippi Military Dept	JBHM Architects PA	\$3,417,018	\$2,431,208	71%	Kimberly Buford	
TN State Univ	3500 John A Merritt Blvd Nashville TN 37209	TN Board of Regents	American Structurepoint, Inc.	\$3,166,426	\$2,292,176	72%	Derek Anger	
Decatur Residence Hall	110 Johnston Street SE Decatur AL 35601	Calhoun Community College	Goodwyn Mills & Cawood	\$15,549,261	\$12,075,556	78%	Jeff Miller	
NMMC Plastic Surgery Center	205 E Troy Street Tupelo MS 38804	Maloney Development Properties	McCarty Architects	\$781,597	\$780,034	100%	Justin Harrington	
Field Maint. Shop #9	122 Metropolitan Lane Brandon MS 39042	Mississippi Military Dept	JBHM Architects PA	\$20,334,719	\$19,393,222	95%	Kimberly Buford	
Advanced Building Spec	2678 Eason Blvd Tupelo, MS 38804	Bancare Inc	Bancare Inc.	\$873,600	\$873,600	100%	James Cozzi	
Dutch Oil	29 Tom Rose Rd. Columbus, MS 39701	Dutch Oil Company	JBHM Architects PA	\$2,956,749	\$2,083,325	70%	Bill Whittle	
Dipstix Oxford	1647 James Kimmon Dr. Oxford, MS 38655	Sayle Oil Company	RLS Design Group	\$2,058,358	\$2,035,099	99%	Rodney Sartain	
Polestar Interior Tenant	1222 Demonbreun St. Nashville, TN 37203	CAGPSN, LLC	Lines, Inc	\$1,562,241	\$1,549,431	99%	Connor Kuhle	
AL Industrial Dev Training Center	6505 US-31 Tanner, AL 35671	Alabama Industrial Development Training	Fuqua & Partners Architects	\$1,286,610	\$1,174,418	91%	Michael Dowdy	
TCC Pool	4462 Winged Foot Road Belden, MS 38826	Tupelo Country Club	Tek 1 Studio	\$1,922,070	\$1,922,070	100%	Chris Root	
Coahoma County Schools	1555 Lee Dr. Clarksdale, MS 38614	Coahoma County School District	Mills & Mills Architects, PC	\$4,145,726	\$4,120,022	99%	William Mills	
Modernization/Repair JF NG	1410 Riverside Dr. Jackson, MS 39202	Mississippi Military Dept	Johnson McAdams	\$952,000	\$943,908	99%	Dallas Baker	
Carnation Village	520 Carnation St. Tupelo, MS 38804	Old Historic Carnation, L.P.	Wallace Architects	\$11,427,305	\$4,911,456	43%	Brad Adcock	
McCoy Window Replacement	1835 School Dr. Yazoo City, MS 39194	Yazoo City School District	JH&H Architects	\$451,128	\$445,444	99%		
Hunt School Renovations	924 20th Street North Columbus, MS 39703	Columbus School District	Eley Guild Hardy Architects	\$16,526,600	\$3,485,460	21%	Taylor Guild	
Carlock VW North	2431 Gallatin Pike North Madison, TN 37115	Carlock Motor Cars	H. Michael Hindman Architets, PC	\$6,546,451	\$795,394	12%	Michael Hindman	
Rosa Fort	744 School Street Tunica, MS 39232	Tunica County School District	Beard + Riser Architects PLLC	\$3,166,641	\$1,634,937	52%	Christina Buschman	
Sprint Mart Barnes Crossing	835 East Barnes Rd. Tupelo, MS 38804	Victory Properties	RLS Design Group	\$2,702,800	\$436,772	16%	Rodney Sartain	
Robinsonville School ESSER	7743 Old HWY 61N Robinsonville, MS 38664	Tunica County School District	Beard + Riser Architects PLLC	\$1,769,000	\$97,472	6%	Christina Buschman	
Quitman Elementary	Highway 3 South Lambert, MS 38646	Quitman Co. School District	M3A	\$833,008	\$182,096	22%		
Kangaroo Crossing	4275 Hwy 49 D'Lo, MS 39062	Kangaroo Crossing	Paul Ingram	\$4,147,000	\$67,596	2%	Paul Ingram	
Carlock Porsche-Jx, MS	7034 I-55 Frontage Rd. Ridgeland, MS 39157	Carlock Motor Cars	H. Michael Hindman Architets, PC	\$9,847,470	\$181,193	2%	Michael Hindman	
Travis County	3812 Eck Lane Austin, TX 78734	Travis County Water Control and Improvement District No. 17	Green Civil Design	\$3,849,386	\$3,271,978	85%	Joseph Kunz	
Monarch Garage	801 West 5th St. Austin, TX 78703	The Monarch by Windsor, LLC	Wiss, Janney, Elstner Associates	\$1,000,000	\$99,000	10%	Matthew P Carlton	



PROPOSAL FORM RFP 2024-01

COMPANY/FIRM NAME: Century Construction Group, Inc.

ADDRESS: 1617 West Sixth Street Suite - A Austin, TX 78703

PRIMARY CONTACT NAME (PRINTED): Colton Wood

TITLE: Vice President

SIGNATURE: *Colton F. Wood*

EMAIL: cwood@centurycg.com

OFFICE PHONE: 662-844-3331

CELL PHONE: [REDACTED]

PROJECT IDENTIFICATION:

PROJECT NAME: **CITY OF STEPHENVILLE SENIOR CENTER BUILDING PROJECT**

PRICING:

Proposed Design and Construction Services Fee
(Lump Sum with descriptions) Pre-Construction Fee: \$12,500.00

Construction Services Fee: \$75,000.00

Project Schedule General Conditions: To be determined & Agreed Upon during Pre-Construction

(Number of Months) Eight (8) Months from Mobilization

Please include additional lines as needed for the items above.

STAFF REPORT



SUBJECT: Case No.: RZ2024-005

Applicant Bret Flory, representing Caliber Collision and NPH Ventures, LLC, is requesting a rezone of property located at 902 Wolfe Nursery Rd., being Parcel R72994 Block 1, Lot 3 of the Phase III Doss Addition of the City of Stephenville, Erath County, Texas from (B-2) Retail and Commercial district to (I) Industrial District.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

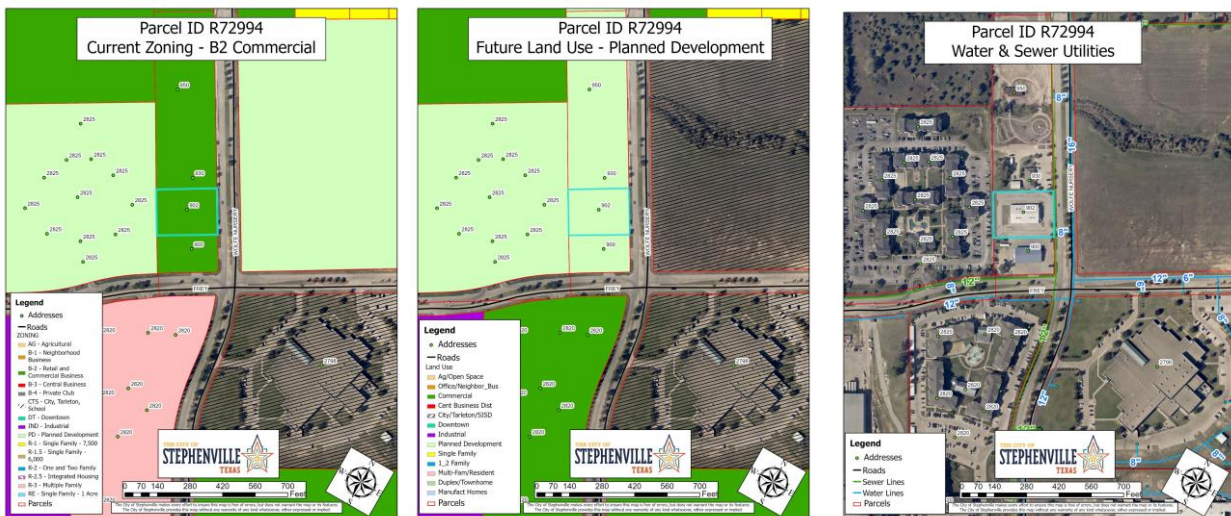
RECOMMENDATION:

The Planning and Zoning Commission convened May 15, 2024, for a public hearing and by unanimous vote, recommended the City Council approve the rezone request.

BACKGROUND:

The property is currently zoned B-2, retail and commercial. The Future Land Use is designated as Planned Development. Although B-2 allows multiple uses for automobile repair and storage, auto body shops are limited to the Industrial District. Multiple body shops currently operate within the B-2 district as legal, non-conforming uses.

PROPERTY PROFILE:



Sec. 154.06.6. Industrial district (I).

6.6.ADescription. The Industrial District is intended to serve as the location for general industrial activities.

6.6.BPermitted Uses.

- (1) Airport, heliport or landing field;

- (2) Animal grooming;
- (3) Athletic field;
- (4) Auto paint and body shop/repair;
- (5) Auto parking lot or building (commercial);
- (6) Auto parts sales;
- (7) Auto repair/mechanic garage;
- (8) Auto sales;
- (9) Auto storage;
- (10) Auto wrecking or salvage yard;
- (11) Automobile rental;
- (12) Automobile service station and car care center;
- (13) Bail bond service;
- (14) Bakery—Wholesale and distribution;
- (15) Banks or other financial institutions;
- {16} Boat sales;
- (17) Bottling works (wholesale);
- (18) Building material sales;
- (19) Bulk grain/feed storage;
- (20) Cabinet and upholstery shop;
- (21) Car wash;
- (22) Chemical supply;
- (23) Civic/community center;
- (24) College or university;
- (25) Commercial amusement (indoor and outdoor);
- (26) Concrete or asphalt batching plant;
- (27) Convenience store (with pumps); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (28) Convenience/grocery store (without pumps); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (29) Construction equipment rental and sales;
- (30) Construction yard (temporary);
- (31) Contractor shop and storage yard;
- (32) Feed, seed and fertilizer store-no bulk storage;
- (33) Feed store;
- (34) Field office (temporary);
- (35) Flea market;
- (36) Frozen foods locker;
- (37) Health club, weight and aerobic center;
- (38) Heavy machinery sales and storage;
- (39) Heavy manufacturing or industrial;
- (40) Home improvement center;

- (41) Hotels and motels; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (42) Industrial manufacturing/fabrication/assembly (closed);
- (43) Industrial manufacturing/fabrication/assembly (outside storage);
- (44) Kennel;
- (45) Kiosk;
- (46) Laboratory (medical);
- (47) Landscaping service;
- (48) Laundry plant;
- (49) Lawn equipment and small engine sales and services;
- (50) Light manufacturing or industrial;
- (51) Machine shop;
- (52) Micro brewery; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (53) Mini storage/warehouses;
- (54) Mobile homes/manufactured home parks;
- (55) Mobile home display and sales;
- (56) Moving company;
- (57) Newspaper printing;
- (58) Office-professional and general administration;
- (59) Overnight delivery and service center;
- (60) Package Store; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (61) Pawn shop;
- (62) Plumbing shop;
- (63) Portable building sales;
- (64) Printing;
- (65) Produce stand;
- (66) Propane sales (filling stations);
- (67) Radio, television, microwave or electric generating tower;
- (68) Recreational vehicle sales;
- (69) Railroad or bus passenger station;
- (70) Recycling collection center;
- (71) Recycling kiosk;
- (72) Research lab (non-hazardous);
- (73) Restaurant (drive-in type); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (74) Restaurant or cafeteria-without drive-in service; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (75) Restaurant with alcoholic beverage service; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (76) Roofing and siding supply;

- (77) Sand/gravel/caliche/stone sales (storage);
- (78) Shopping center; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (79) Sign manufacturing;
- (80) Stone/clay/glass manufacture;
- (81) Storage or repair of furniture and appliance (inside);
- (82) Studio for radio and television;
- (83) Tattoo parlor/body piercing studio;
- (84) Taxidermy;
- (85) Tobacco shop;
- (86) Trade or commercial schools;
- (87) Tire retreading;
- (88) Tool equipment rental shop;
- (89) Trailer rental/sales;
- (90) Truck stop;
- (91) Veterinary clinic or hospital;
- (92) Veterinary services;
- (93) Warehouse, wholesale (enclosed and outside storage);
- (94) Welding shop;
- (95) Wholesale distribution centers;
- (96) Wholesale production and distribution of ice (mfg. by machine only); and
- (97) Wrecking yard.

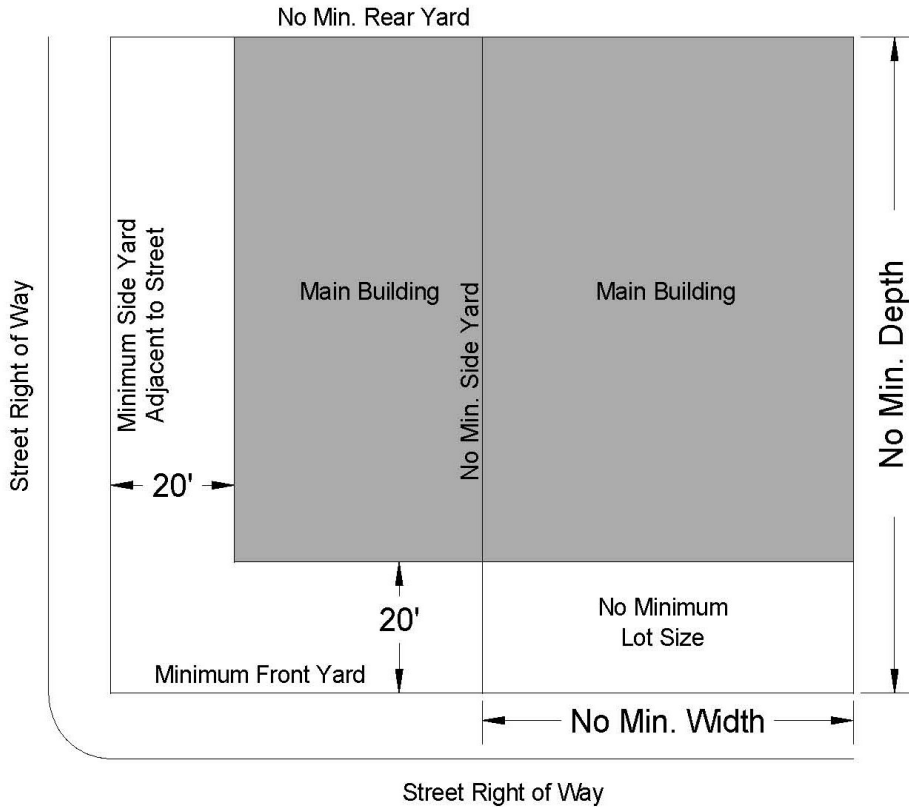
6.6.C Conditional Uses (Special Use Permit required).

- (1) Day care center—12 or more children; and
- (2) Sexually oriented business;
- (3) Citizen collection station;
- (4) Permitted uses not specifically designated for alcohol sales when licensed for the sale of alcohol by the Texas Alcoholic Beverage Commission.

6.6.D Height, Area, Yard and Lot Coverage Requirements.

- (1) Maximum density: There is no maximum density requirement.
- (2) Minimum lot area: There is no minimum area requirement.
- (3) Minimum lot width: There is no minimum width requirement.
- (4) Minimum lot depth: There is no minimum depth requirement.
- (5) Minimum depth of front setback: 20 feet minimum.
- (6) Minimum depth of rear setback: There is no minimum rear setback requirement unless the lot abuts upon a Residential District, then a minimum ten feet is required.
- (7) Minimum width of side setback:
 - (a) Internal lot: There is no minimum side setback requirement unless the lot abuts upon a Residential District, then a minimum five feet is required.
 - (b) Corner lot: 20 feet minimum.
- (8) Building size: There are no minimum size regulations

- (9) Maximum height of structures: No building shall exceed 75 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



Note: All uses, no rear or side yard except when the lot abuts upon a Residential District, then the minimum set back for the rear yard is ten feet and side yard is five feet.

6.6.E Parking Regulations. All uses permitted in the I District: See Section 11 for Parking Regulations.

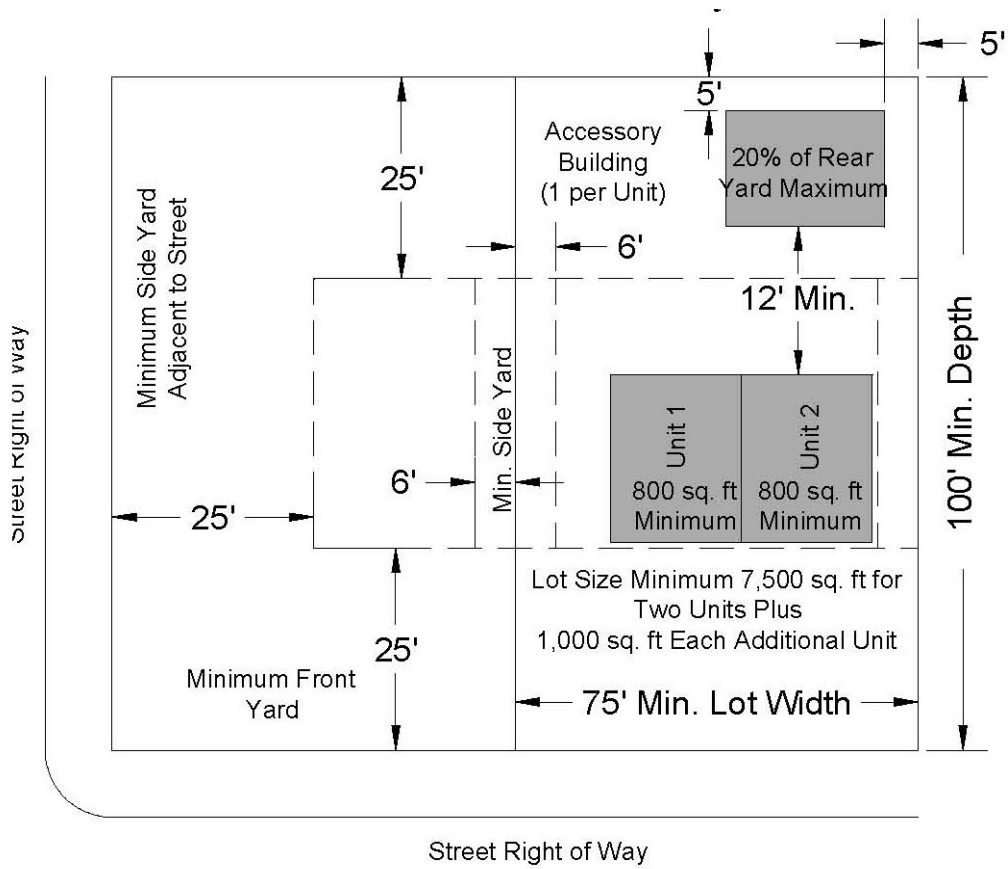
6.6.F Sign Regulation. See Section 12 for Sign Regulations.

6.6.G Exceptions to Use, Height and Area Regulations. See Section 10.

6.6.H Garbage Regulations. Industrial District businesses will provide a serviceable area specifically for refuse collection designed for refuse canisters. Each designated canister area will be nine feet wide and eight feet deep (72 square feet), with a cement slab base. If the location of the cement slab is adjacent to a residential district, the slab must be at least five feet from the property line. The refuse area will be enclosed on three sides by a privacy fence. Approach areas will meet the requirements of Subsection 6.6.I.

6.6.I Loading and Unloading Regulations. All loading, unloading and maneuvering of vehicles connected with the activity must be on the premises and will not be permitted in any street. Loading and unloading areas must be paved with a sealed surface pavement and maintained in such a manner that no dust will be produced.

(Am. Ord. 2008-07, passed 5-6-2008; Am. Ord. 2009-23, passed 12-1-2009; Am. Ord. No. 2018-O-25 , § 1, 8-7-2018; Am. Ord. 2009-23, passed 12-1-2009; Am. Ord. 2018-O-32 , § 2, passed 8-28-2018; Ord. No. 2021-O-17 , §§ 1, 5, passed 6-1-2021; Ord. No. 2022-O-26 , § 1, passed 9-6-2023)

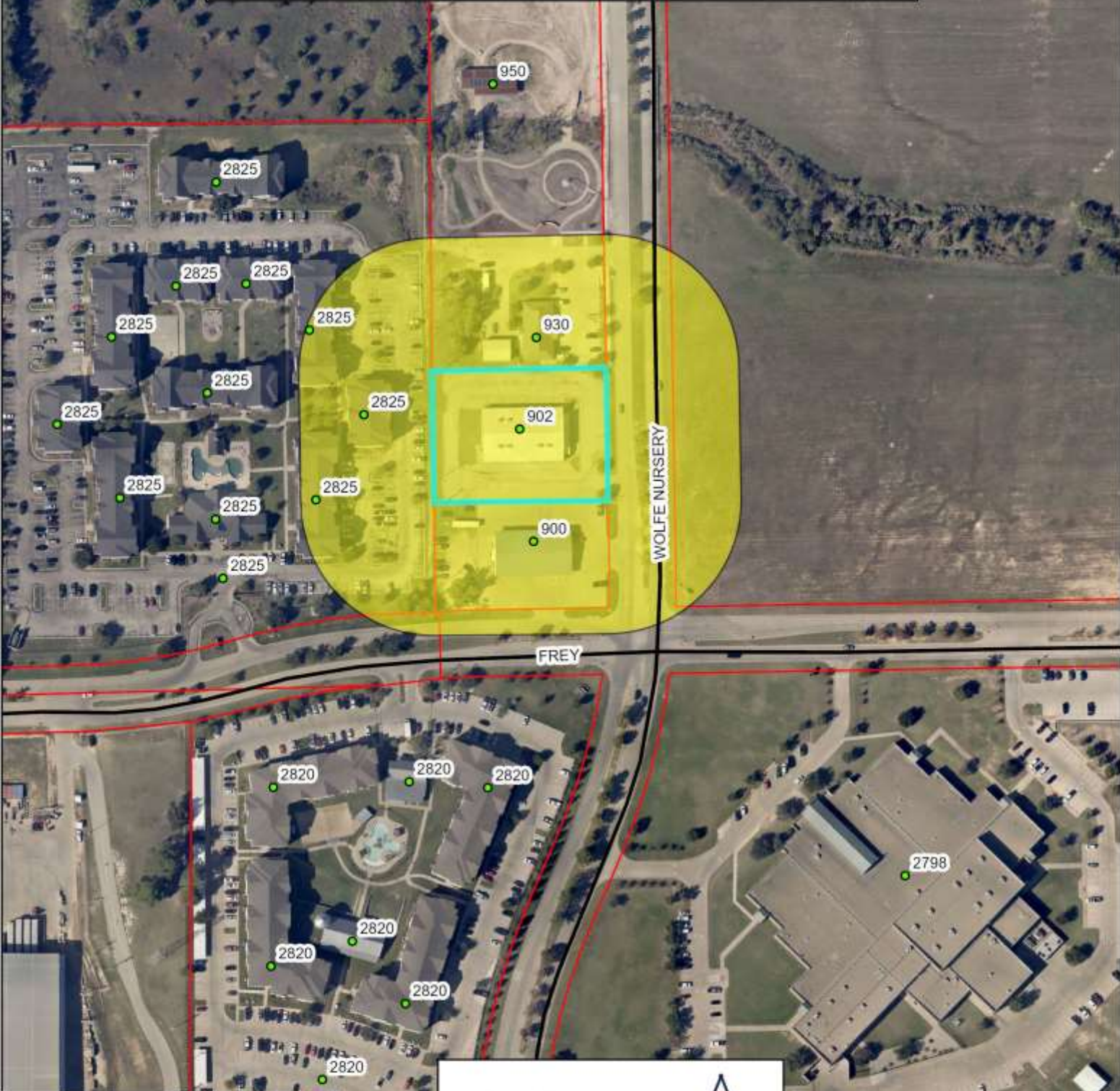


ALTERNATIVES:

- 1) Accept the recommendation of the Planning and Zoning Commission and approve the rezoning request.
- 2) Deny the rezoning request.

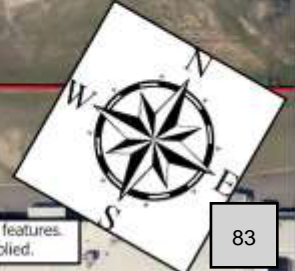
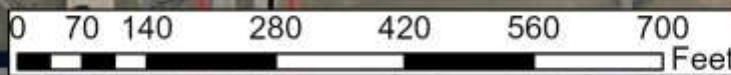
Parcel ID R72994 200 Ft Buffer

Item 7.



Legend

- Addresses
- Roads
- ▭ Parcels
- 200 Ft Buffer



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.

Parcel ID R72994

Current Zoning - B2 Commercial

Item 7.



- Legend**
- Addresses
 - Roads
 - 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
 - ▭ Parcels



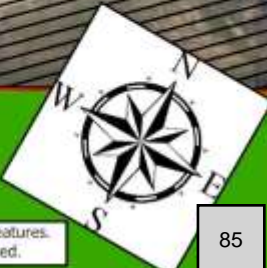
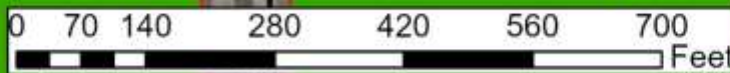
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel ID R72994 Future Land Use - Planned Development



Legend

- Addresses
- Roads
- Land Use
 - Ag/Open Space
 - Office/Neighbor_Bus
 - Commercial
 - Cent Business Dist
 - City/Tarleton/SISD
 - Downtown
 - Industrial
 - Planned Development
 - Single Family
 - 1_2 Family
 - Multi-Fam/Resident
 - Duplex/Townhome
 - Manufact Homes
- ▭ Parcels



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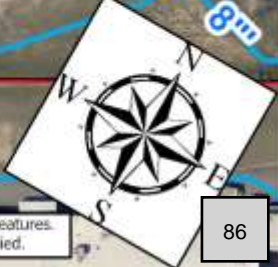
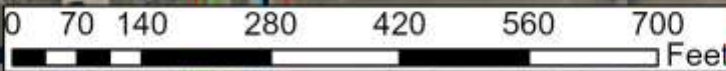
Parcel ID R72994 Water & Sewer Utilities

Item 7.



Legend

- Addresses
- Roads
- Sewer Lines
- Water Lines
- ▭ Parcels



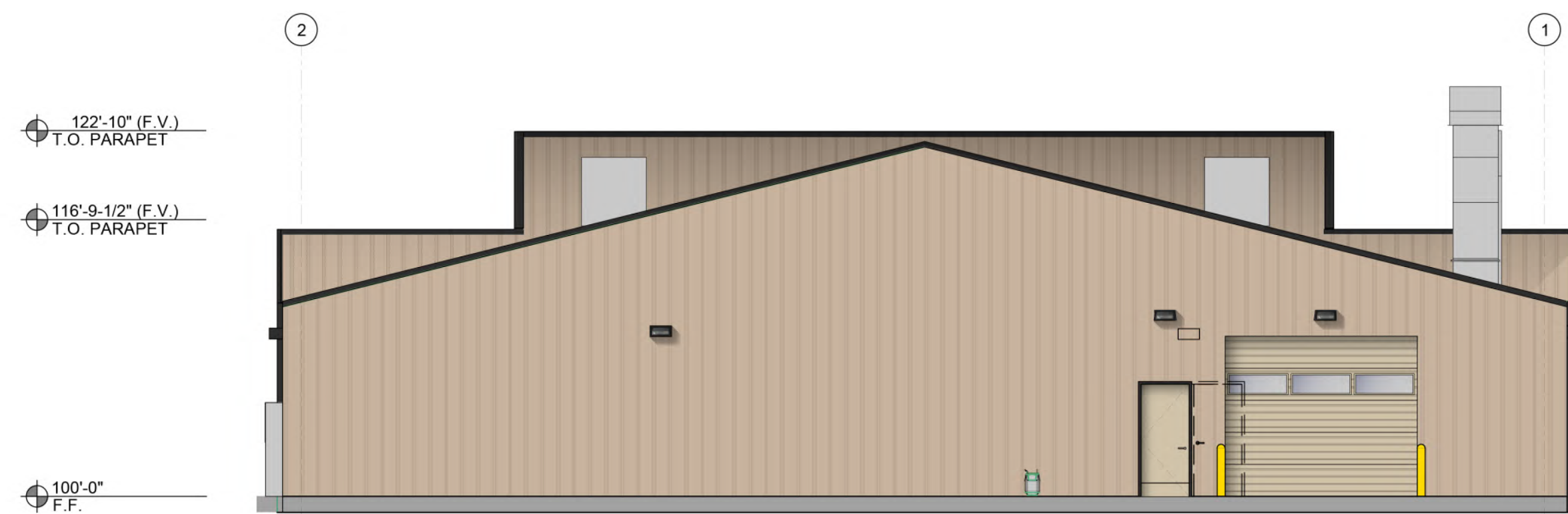
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel R000072994
200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000059541	0 WOLFE NURSEY RD & W FREY	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHEENVILLE	TX	76401-4257
R000066251	0 W FREY	CITY OF STEPHENVILLE	298 W WASHINGTON	STEPHEENVILLE	TX	76401-4257
R000067011	900 WOLFE NURSERY RD	FEEMSTER ROLAND D & TINA LYNN	900 N WOLFE NURSERY RD	STEPHEENVILLE	TX	76401
R000068878	930 WOLFE NURSERY RD	MIDDLE TRINITY GROUNDWATER DISTRICT	930 WOLFE NURSERY RD	STEPHEENVILLE	TX	76401
R000072994	902 WOLFE NURSERY RD	NPH VENTURES, LLC	3207 SOUTH SAM HOUSTON PKWY, SUITE 100	HOUSTON	TX	77047
R000073126	2825 W FREY	STEPHEENVILLE CHR CAMPUS CREST LLC	950 CARINDALE RD, STE 300	HOUSTON	TX	77024
R000064240	935 WOLFE NURSERY RD	STEPHEENVILLE ISD	2655 W OVERHILL DR	STEPHEENVILLE	TX	76401-0000



01 FRONT ELEVATION
SCALE: 1/8" = 1'-0"



02 REAR ELEVATION
SCALE: 1/8" = 1'-0"


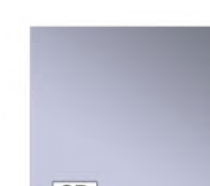


03 LEFT ELEVATION
SCALE: 1/8" = 1'-0"



04 RIGHT ELEVATION
SCALE: 1/8" = 1'-0"

MATERIAL LEGEND

 PT0 TRICORN BLACK	 PT5 KILIM BEIGE	 PT3 NOMADIC DESERT
 TUP TARLETON STATE UNIVERSITY 'PURPLE'	 SB SOLARBAN 60 (GLAZING)	 BOL OSHA YELLOW

Bret
FLORY

ARCHITECT
BRET FLORY
1913 GARDENGROVE COURT
PLANO, TEXAS 75075
PH: 972.467.9749
bflory@crossarchitects.com

CALIBER COLLISION

BUILDING ELEVATIONS

STEPHENVILLE, TX

DRAWN	DATE	PROJECT NO.	CITY PROJECT NO.	SHEET NO.
-	24.03.05	23607	-	-



CALIBER COLLISION

CALIBER COLLISION

ORDINANCE NO. 2024-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED RETAIL AND COMMERCIAL DISTRICT (B-2) TO INDUSTRIAL DISTRICT (I).

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

All that lot, tract or parcel of land legally described as follows:

Block 1, Lot 3 of the Phase III Doss Addition of the City of Stephenville, Erath County, Texas and identified as Parcel No. R72994, in the Erath County Appraisal District Records, located at 902 Wolfe Nursery Road

is hereby rezoned and the zoning classification changed from the classification of Retail and Commercial District (B-2) to Industrial District (I), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 4th day of June 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

STAFF REPORT



SUBJECT: Case No.: RZ2024-006

Owner Travis Truss is requesting a rezone of property located at 3084 W. Washington, being Parcel R23847 of the Pearson Henry A0613 Survey, House and Commercial Bldg., of the City of Stephenville, Erath County, Texas from (B-2) Retail and Commercial district to (I) Industrial District.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

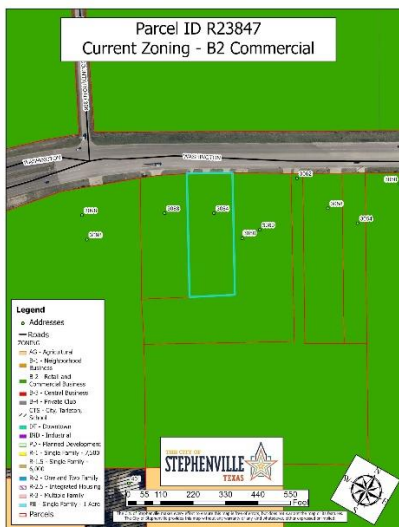
RECOMMENDATION:

The Planning and Zoning Commission convened on May 15, 2024, for a public hearing and by unanimous vote, recommended the City Council approve the rezone request.

BACKGROUND:

The property is currently zoned B-2, retail and commercial. The Future Land Use is designated as Commercial. Although B-2 allows multiple uses for automobile repair and storage, auto storage facilities are limited to the Industrial District.

PROPERTY PROFILE:



Sec. 154.06.6. Industrial district (I).

6.6.ADescription. The Industrial District is intended to serve as the location for general industrial activities.

6.6.BPermitted Uses.

- (1) Airport, heliport or landing field;

- (2) Animal grooming;
- (3) Athletic field;
- (4) Auto paint and body shop/repair;
- (5) Auto parking lot or building (commercial);
- (6) Auto parts sales;
- (7) Auto repair/mechanic garage;
- (8) Auto sales;
- (9) Auto storage;
- (10) Auto wrecking or salvage yard;
- (11) Automobile rental;
- (12) Automobile service station and car care center;
- (13) Bail bond service;
- (14) Bakery—Wholesale and distribution;
- (15) Banks or other financial institutions;
- {16} Boat sales;
- (17) Bottling works (wholesale);
- (18) Building material sales;
- (19) Bulk grain/feed storage;
- (20) Cabinet and upholstering shop;
- (21) Car wash;
- (22) Chemical supply;
- (23) Civic/community center;
- (24) College or university;
- (25) Commercial amusement (indoor and outdoor);
- (26) Concrete or asphalt batching plant;
- (27) Convenience store (with pumps); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (28) Convenience/grocery store (without pumps); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (29) Construction equipment rental and sales;
- (30) Construction yard (temporary);
- (31) Contractor shop and storage yard;
- (32) Feed, seed and fertilizer store-no bulk storage;
- (33) Feed store;
- (34) Field office (temporary);
- (35) Flea market;
- (36) Frozen foods locker;
- (37) Health club, weight and aerobic center;
- (38) Heavy machinery sales and storage;
- (39) Heavy manufacturing or industrial;
- (40) Home improvement center;

- (41) Hotels and motels; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (42) Industrial manufacturing/fabrication/assembly (closed);
- (43) Industrial manufacturing/fabrication/assembly (outside storage);
- (44) Kennel;
- (45) Kiosk;
- (46) Laboratory (medical);
- (47) Landscaping service;
- (48) Laundry plant;
- (49) Lawn equipment and small engine sales and services;
- (50) Light manufacturing or industrial;
- (51) Machine shop;
- (52) Micro brewery; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (53) Mini storage/warehouses;
- (54) Mobile homes/manufactured home parks;
- (55) Mobile home display and sales;
- (56) Moving company;
- (57) Newspaper printing;
- (58) Office-professional and general administration;
- (59) Overnight delivery and service center;
- (60) Package Store; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (61) Pawn shop;
- (62) Plumbing shop;
- (63) Portable building sales;
- (64) Printing;
- (65) Produce stand;
- (66) Propane sales (filling stations);
- (67) Radio, television, microwave or electric generating tower;
- (68) Recreational vehicle sales;
- (69) Railroad or bus passenger station;
- (70) Recycling collection center;
- (71) Recycling kiosk;
- (72) Research lab (non-hazardous);
- (73) Restaurant (drive-in type); including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (74) Restaurant or cafeteria-without drive-in service; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (75) Restaurant with alcoholic beverage service; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (76) Roofing and siding supply;

- (77) Sand/gravel/caliche/stone sales (storage);
- (78) Shopping center; including the sale of alcohol, as licensed by the Texas Alcoholic Beverage Commission;
- (79) Sign manufacturing;
- (80) Stone/clay/glass manufacture;
- (81) Storage or repair of furniture and appliance (inside);
- (82) Studio for radio and television;
- (83) Tattoo parlor/body piercing studio;
- (84) Taxidermy;
- (85) Tobacco shop;
- (86) Trade or commercial schools;
- (87) Tire retreading;
- (88) Tool equipment rental shop;
- (89) Trailer rental/sales;
- (90) Truck stop;
- (91) Veterinary clinic or hospital;
- (92) Veterinary services;
- (93) Warehouse, wholesale (enclosed and outside storage);
- (94) Welding shop;
- (95) Wholesale distribution centers;
- (96) Wholesale production and distribution of ice (mfg. by machine only); and
- (97) Wrecking yard.

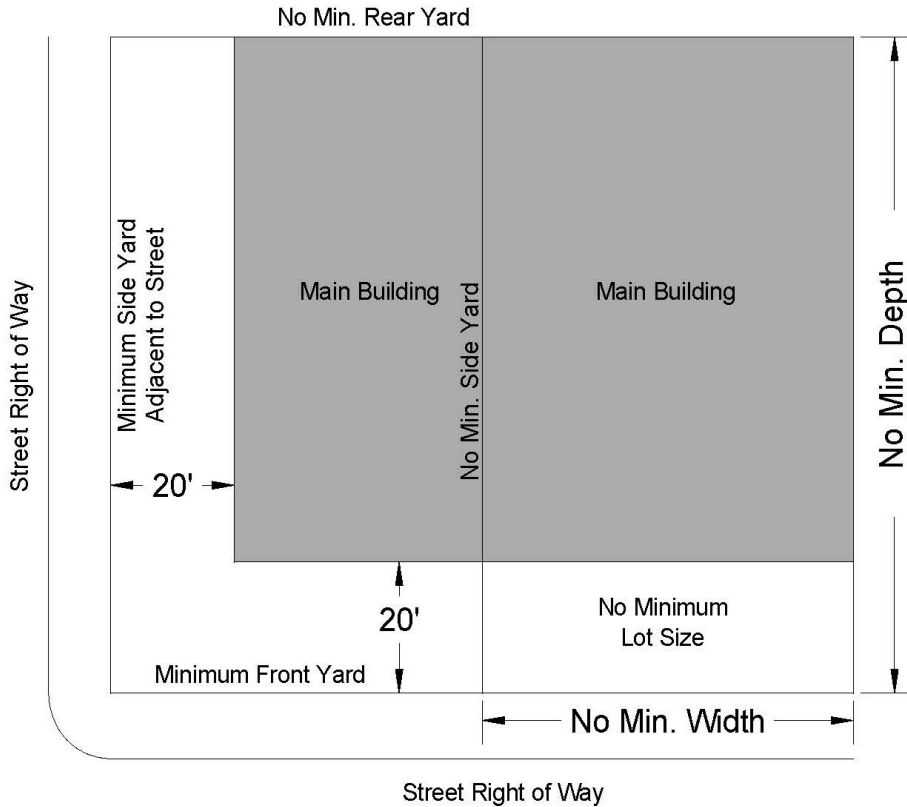
6.6.C Conditional Uses (Special Use Permit required).

- (1) Day care center—12 or more children; and
- (2) Sexually oriented business;
- (3) Citizen collection station;
- (4) Permitted uses not specifically designated for alcohol sales when licensed for the sale of alcohol by the Texas Alcoholic Beverage Commission.

6.6.D Height, Area, Yard and Lot Coverage Requirements.

- (1) Maximum density: There is no maximum density requirement.
- (2) Minimum lot area: There is no minimum area requirement.
- (3) Minimum lot width: There is no minimum width requirement.
- (4) Minimum lot depth: There is no minimum depth requirement.
- (5) Minimum depth of front setback: 20 feet minimum.
- (6) Minimum depth of rear setback: There is no minimum rear setback requirement unless the lot abuts upon a Residential District, then a minimum ten feet is required.
- (7) Minimum width of side setback:
 - (a) Internal lot: There is no minimum side setback requirement unless the lot abuts upon a Residential District, then a minimum five feet is required.
 - (b) Corner lot: 20 feet minimum.
- (8) Building size: There are no minimum size regulations

- (9) Maximum height of structures: No building shall exceed 75 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



Note: All uses, no rear or side yard except when the lot abuts upon a Residential District, then the minimum set back for the rear yard is ten feet and side yard is five feet.

6.6.E Parking Regulations. All uses permitted in the I District: See Section 11 for Parking Regulations.

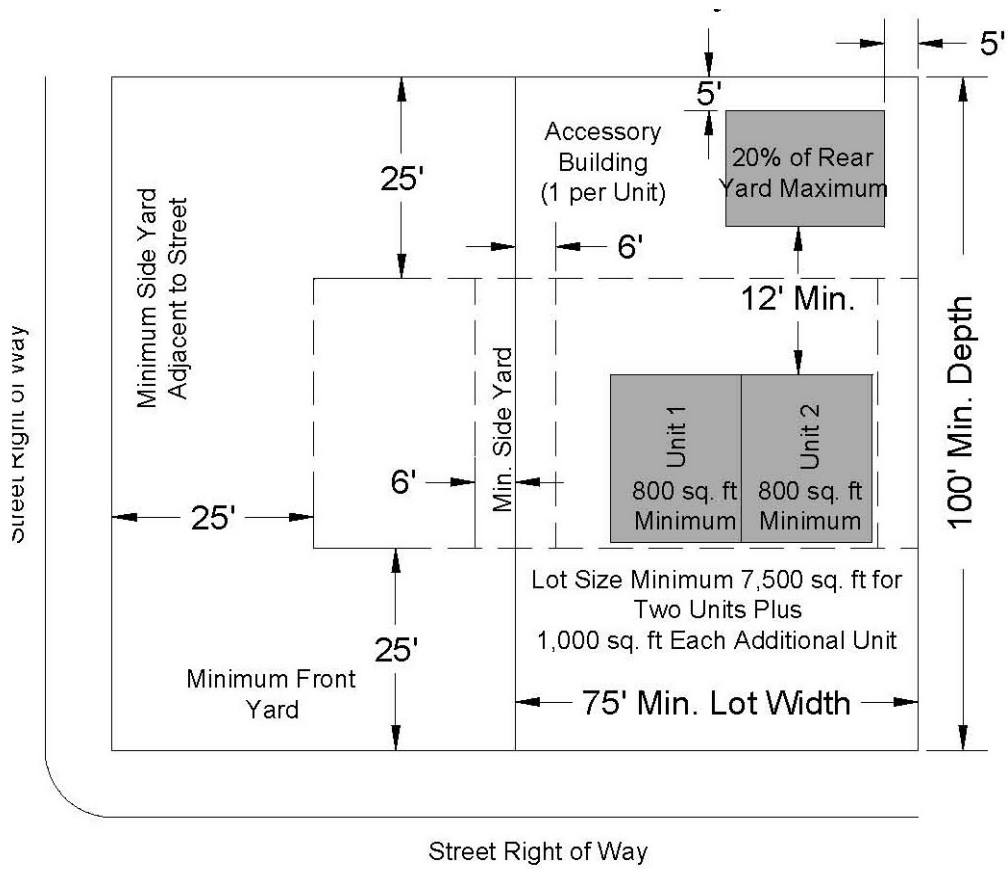
6.6.F Sign Regulation. See Section 12 for Sign Regulations.

6.6.G Exceptions to Use, Height and Area Regulations. See Section 10.

6.6.H Garbage Regulations. Industrial District businesses will provide a serviceable area specifically for refuse collection designed for refuse canisters. Each designated canister area will be nine feet wide and eight feet deep (72 square feet), with a cement slab base. If the location of the cement slab is adjacent to a residential district, the slab must be at least five feet from the property line. The refuse area will be enclosed on three sides by a privacy fence. Approach areas will meet the requirements of Subsection 6.6.I.

6.6.I Loading and Unloading Regulations. All loading, unloading and maneuvering of vehicles connected with the activity must be on the premises and will not be permitted in any street. Loading and unloading areas must be paved with a sealed surface pavement and maintained in such a manner that no dust will be produced.

(Am. Ord. 2008-07, passed 5-6-2008; Am. Ord. 2009-23, passed 12-1-2009; Am. Ord. No. 2018-O-25 , § 1, 8-7-2018; Am. Ord. 2009-23, passed 12-1-2009; Am. Ord. 2018-O-32 , § 2, passed 8-28-2018; Ord. No. 2021-O-17 , §§ 1, 5, passed 6-1-2021; Ord. No. 2022-O-26 , § 1, passed 9-6-2023)

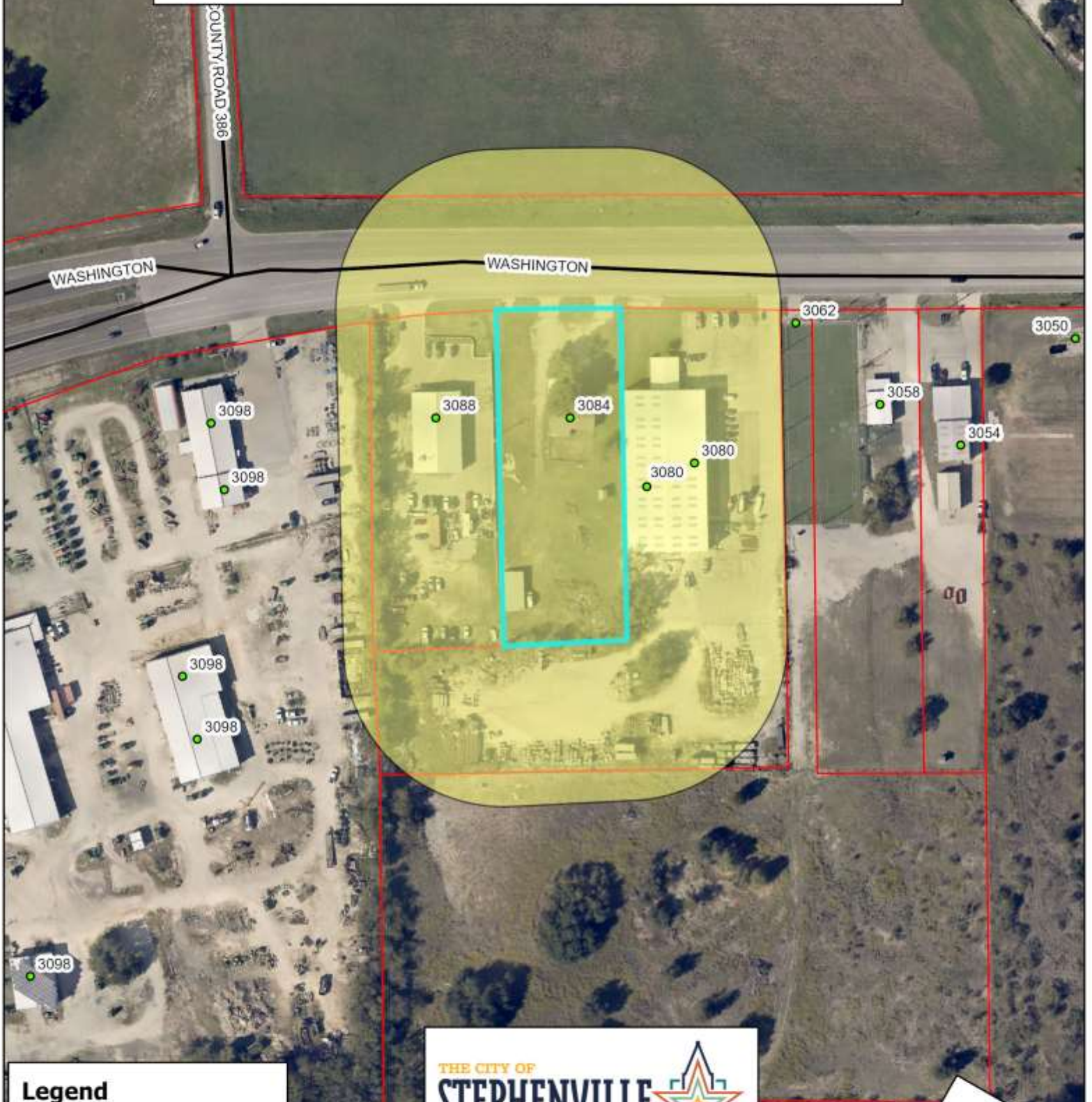


ALTERNATIVES:

- 1) Accept the recommendation of the Planning and Zoning Commission and approve the rezone request.
- 2) Deny the request.

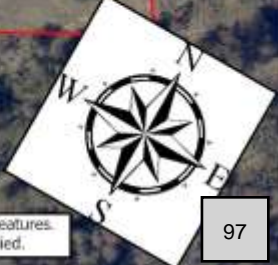
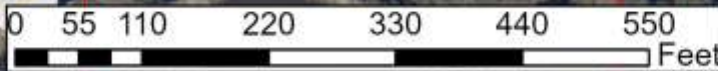
Parcel ID R23847 200 Ft Buffer

Item 10.



Legend

- Addresses
- Roads
- ▭ Parcels
- 200 Ft Buffer

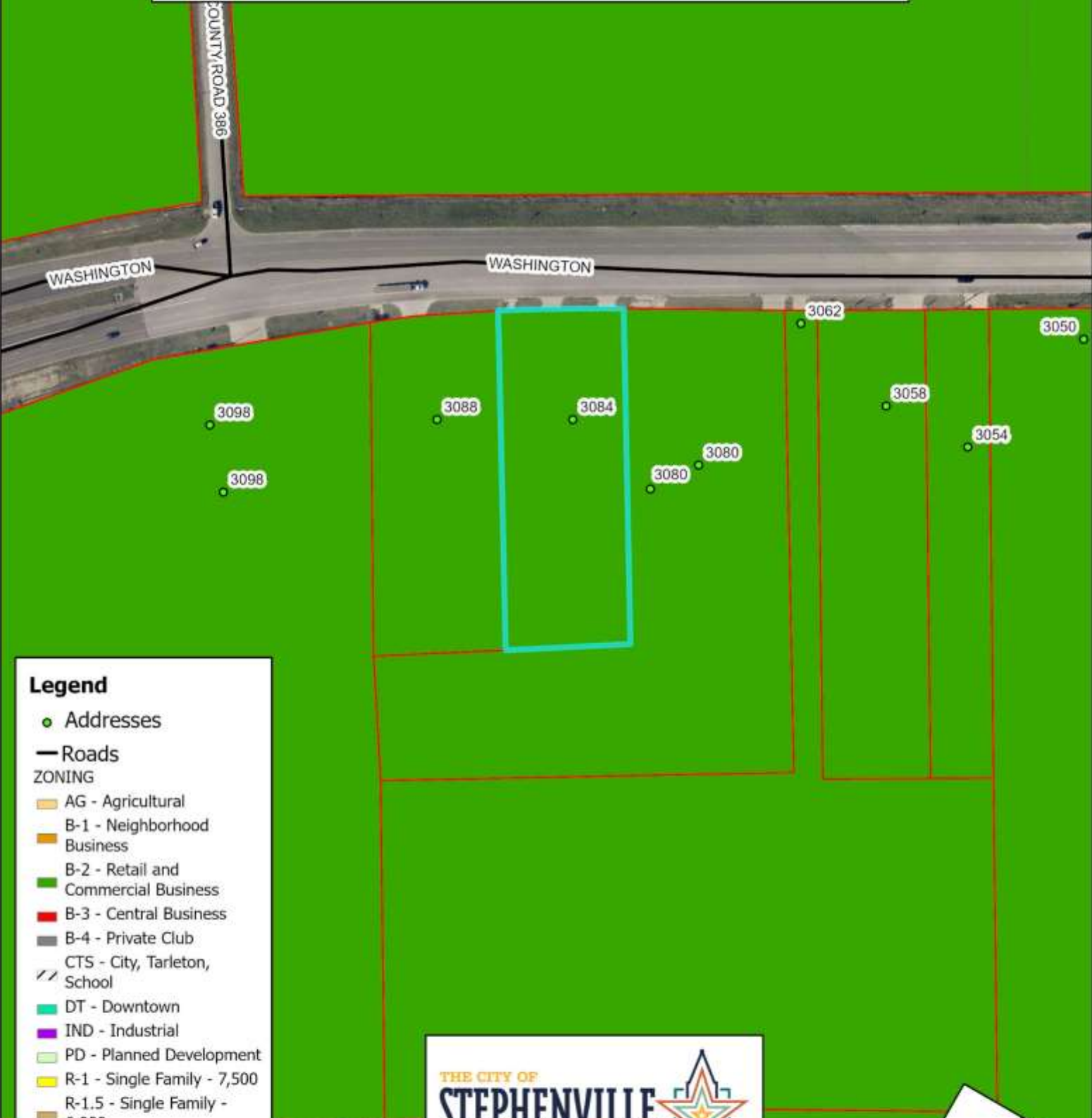


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Parcel ID R23847

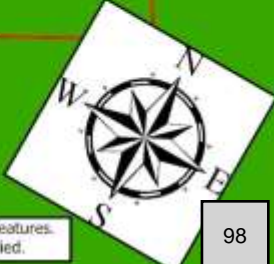
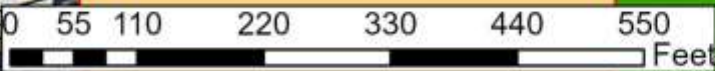
Current Zoning - B2 Commercial

Item 10.



Legend

- Addresses
- Roads
- 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
- Parcels



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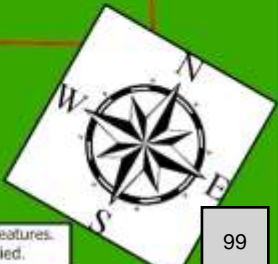
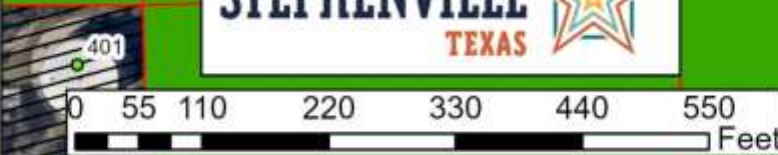
Parcel ID R23847 Future Land Use - Commercial

Item 10.



Legend

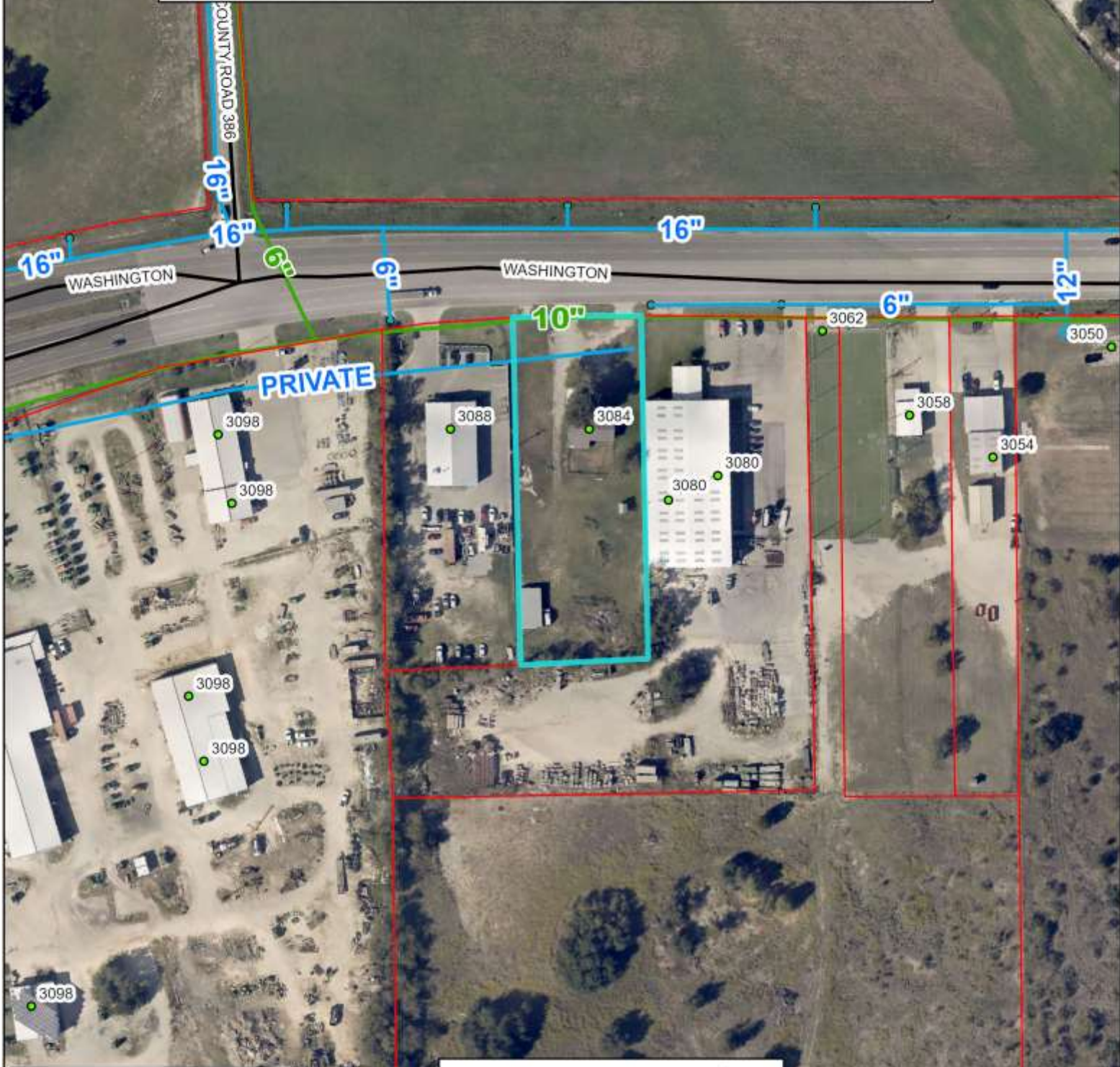
- Addresses
- Roads
- Land Use
 - Ag/Open Space
 - Office/Neighbor_Bus
 - Commercial
 - Cent Business Dist
 - City/Tarleton/SISD
 - Downtown
 - Industrial
 - Planned Development
 - Single Family
 - 1_2 Family
 - Multi-Fam/Resident
 - Duplex/Townhome
 - Manufact Homes
- ▭ Parcels



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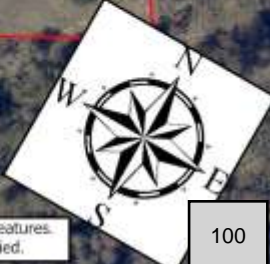
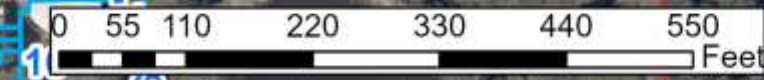
Parcel ID R23847 Water & Sewer Utilities

Item 10.



Legend

- Addresses
- Roads
- Sewer Lines
- Water Lines
- ▭ Parcels



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.

Parcel R000023847
200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000023875	3098 W WASHINGTON	BAR TO-LO INC	PO BOX 1197	STEPHENVILLE	TX	76401-0000
R000050852	3080 W WASHINGTON	P31 LEGACY, LLC	18450 HWY 6	GORMAN	TX	76454
R000075915	3062 W WASHINGTON	REF INVESTMENTS LLC	681 PEACH ORCHARD RD	STEPHENVILLE	TX	76401
R000023847	3084 W WASHINGTON	TRUSS TRAVIS	1345 W SOUTH LOOP	STEPHENVILLE	TX	76401-0000
R000023781	3088 W WASHINGTON	TRUSS TRAVIS D & VICKI L	1345 W SOUTH LOOP	STEPHENVILLE	TX	76401-0000
R000023827	3041 W WASHINGTON	WHITEFIELD DONNA & LINDA HARDIN LIVING TRUST	23002 RED RIVER DR	KATY	TX	77450

ORDINANCE NO. 2024-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED RETAIL AND COMMERCIAL DISTRICT (B-2) TO INDUSTRIAL DISTRICT (I).

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

All that lot, tract or parcel of land legally described as follows:

3084 W. Washington, being Parcel R23847 of the Pearson Henry A0613 Survey, House and Commercial Bldg., of the City of Stephenville, Erath County, Texas

is hereby rezoned and the zoning classification changed from the classification of Retail and Commercial District (B-2) to Industrial District (I), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 4th day of June 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

STAFF REPORT



SUBJECT: Case No.: RZ2024-007

Applicant Paxton Wooley, representing JPW Consulting Company, is requesting a rezone of property located at 1020 Paddock, Parcel R28770, being BLOCK 2, Lot 12 of the Butler Addition to the City of Stephenville, Erath County, Texas from (R-1) Single-Family Residential to (R-2) One- and Two-Family Residential District.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

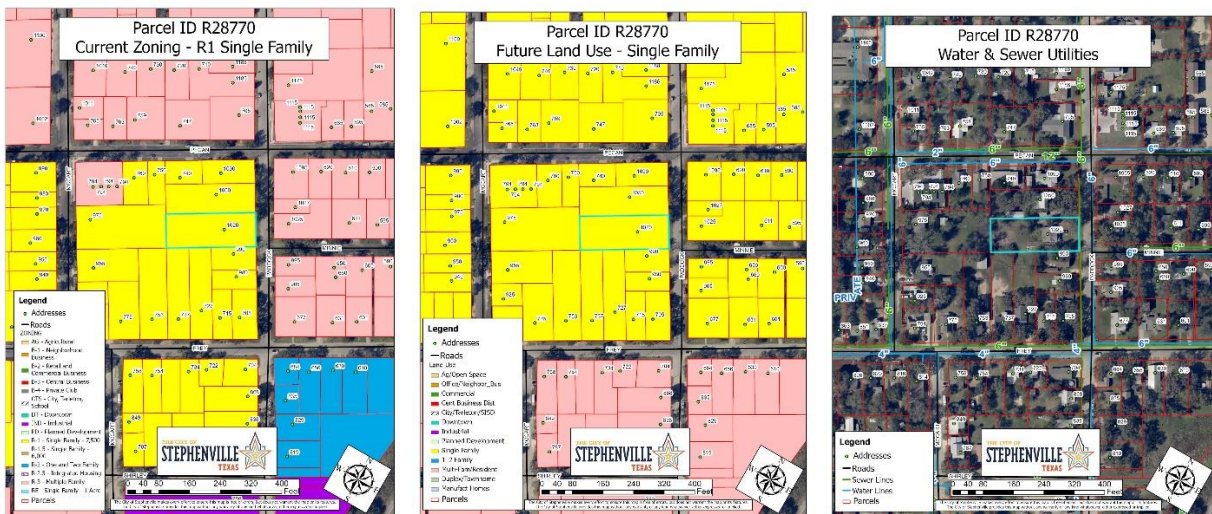
RECOMMENDATION:

The Planning and Zoning Commission convened on May 15, 2024, for a public hearing and by unanimous vote, recommended the City Council approve the rezone request.

BACKGROUND:

The property has current zoning of Single Family. Future Land Use is designated as Single Family. The requested rezoning is to allow the construction of one single family home on the front half of the property and one duplex on the rear half of the property (replat required).

PROPERTY PROFILE:



Sec. 154.05.5. One- and two-family residential district (R-2).

5.5.A Description. This residential district provides for a neighborhood development of medium density. The primary land use allows for single-family dwellings, along with two family dwelling units. Recreational, religious and educational uses normally appropriate to such a residential neighborhood are also permitted to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be

separate from and protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.5.B Permitted Uses.

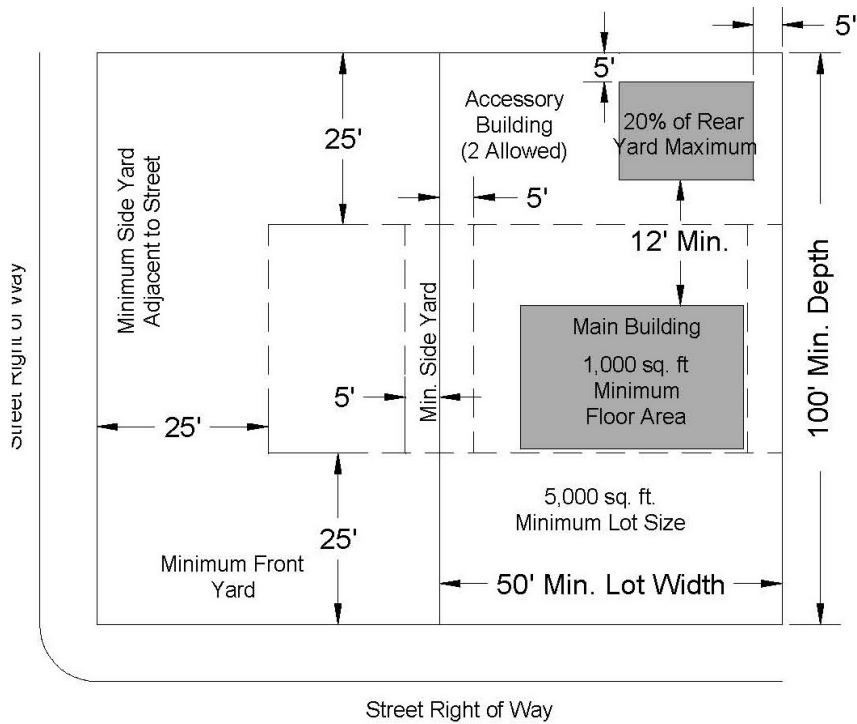
- (1) Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally responsible for directly or indirectly allowing, permitting, causing or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals.
- (2) Two-family dwelling units, with each family limited as in division (1) above;
- (3) Accessory buildings;
- (4) Churches, temples, mosques and related facilities;
- (5) Community home;
- (6) Park or playground; and
- (7) SISD school—public.

5.5.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;
- (3) Child care—registered family home and group day care home; and
- (4) Foster group home.

5.5.D Height, Area, Yard and Lot Coverage Requirements.

- (A) *Single family.*
 - (1) Minimum lot area: 5,000 ft².
 - (2) Minimum lot width and lot frontage: 50 feet.
 - (3) Minimum lot depth: 100 feet.
 - (4) Minimum depth of front setback: 25 feet.
 - (5) Minimum depth of rear setback: 25 feet.
 - (6) Minimum width of side setback:
 - (a) Internal lot: five feet.
 - (b) Corner lot: 25 feet from intersecting side street.
 - (7) Building size:
 - (a) Maximum main building coverage as a percentage of lot area: 40%.
 - (b) Minimum area of main building: 1,000 ft².
 - (8) Accessory buildings:
 - (a) Maximum accessory buildings coverage of rear yard: 20%.
 - (b) Maximum number of accessory buildings: one.
 - (c) Minimum depth of side setback: five feet.
 - (d) Minimum depth of rear setback: five feet.
 - (e) Minimum depth from the edge of the main building: 12 feet.
 - (9) Maximum height of structures: 35 feet.
 - (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples, and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.

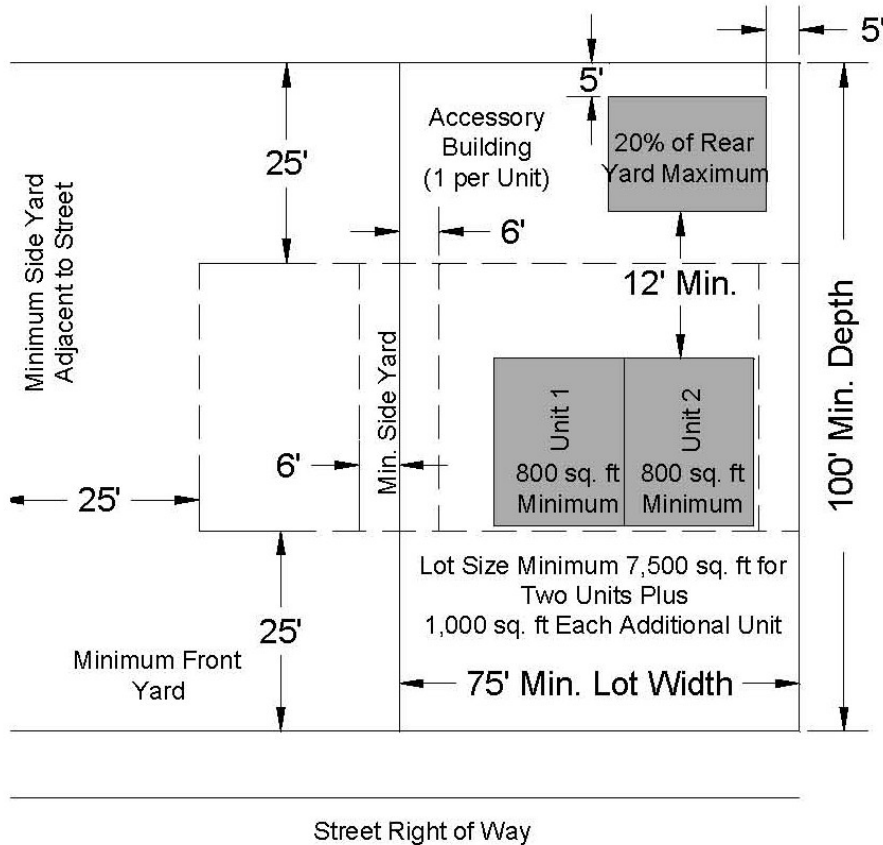


5.5.E Parking Regulations. A Single-Family, R-2 District lot shall provide a minimum of two vehicle parking spaces, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in this ordinance, Section 11, Parking Regulations of this ordinance.

(B) *Two-family.*

- (1) Minimum lot area: minimum of 7,500 ft² for two-family dwelling unit.
- (2) Minimum lot width and lot frontage: 75 feet.
- (3) Minimum lot depth: 100 feet.
- (4) Minimum depth of front setback: 25 feet.
- (5) Minimum depth of rear setback: 25 feet.
- (6) Minimum width of side setback:
 - (a) Internal lot: six feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (7) Building size:
 - (a) Maximum main building coverage as a percentage of lot area: 40%.
 - (b) Minimum area of each dwelling unit: 800 (two-family unit = 1,600 ft²; two units of 800 ft² each).
- (8) Accessory buildings:
 - (a) Maximum accessory building coverage of rear yard: 20%.
 - (b) Maximum area of each accessory building: 200 ft².
 - (c) Maximum number of accessory buildings: one per unit.
 - (d) Minimum depth of side setback: five feet.
 - (e) Minimum depth of rear setback: five feet.
 - (f) Minimum depth from the edge of the main building: 12 feet.
- (9) Maximum height of structures: 35 feet.

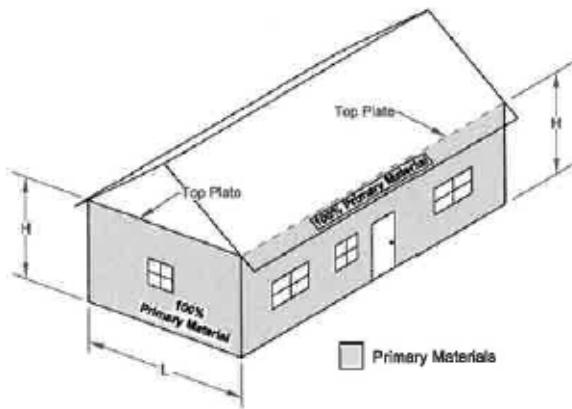
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



A Two-Family, R-2 District lot shall provide a minimum of two vehicle parking spaces, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in this ordinance, Section 11, Parking Regulations of this ordinance.

5.5.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed exclusively of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (3) Existing dwellings expanding the total square footage of the building by more than 50%, or proposing to use a material consistent with the primary structure for any expansion must use primary materials, Section 10.E(1): Exterior Building Material Standard—Primary Materials, for the expansion area.



NEW CONSTRUCTION

Total Exterior Wall shall equal,
100% of Primary Materials.
(Windows & Doors are excluded)

EXISTING STRUCTURES

1. Expanding or modifying the footage of the building 50% or less, may use the same exterior material as the existing primary building. If not available, approval is need from the Community Development Director.
2. Expanding or modifying the footage of the building 50% or more, must use 100% Primary Materials of the exterior wall.
3. Windows and Doors are excluded.

(Ord. 2011-26, passed 12-6-2011)

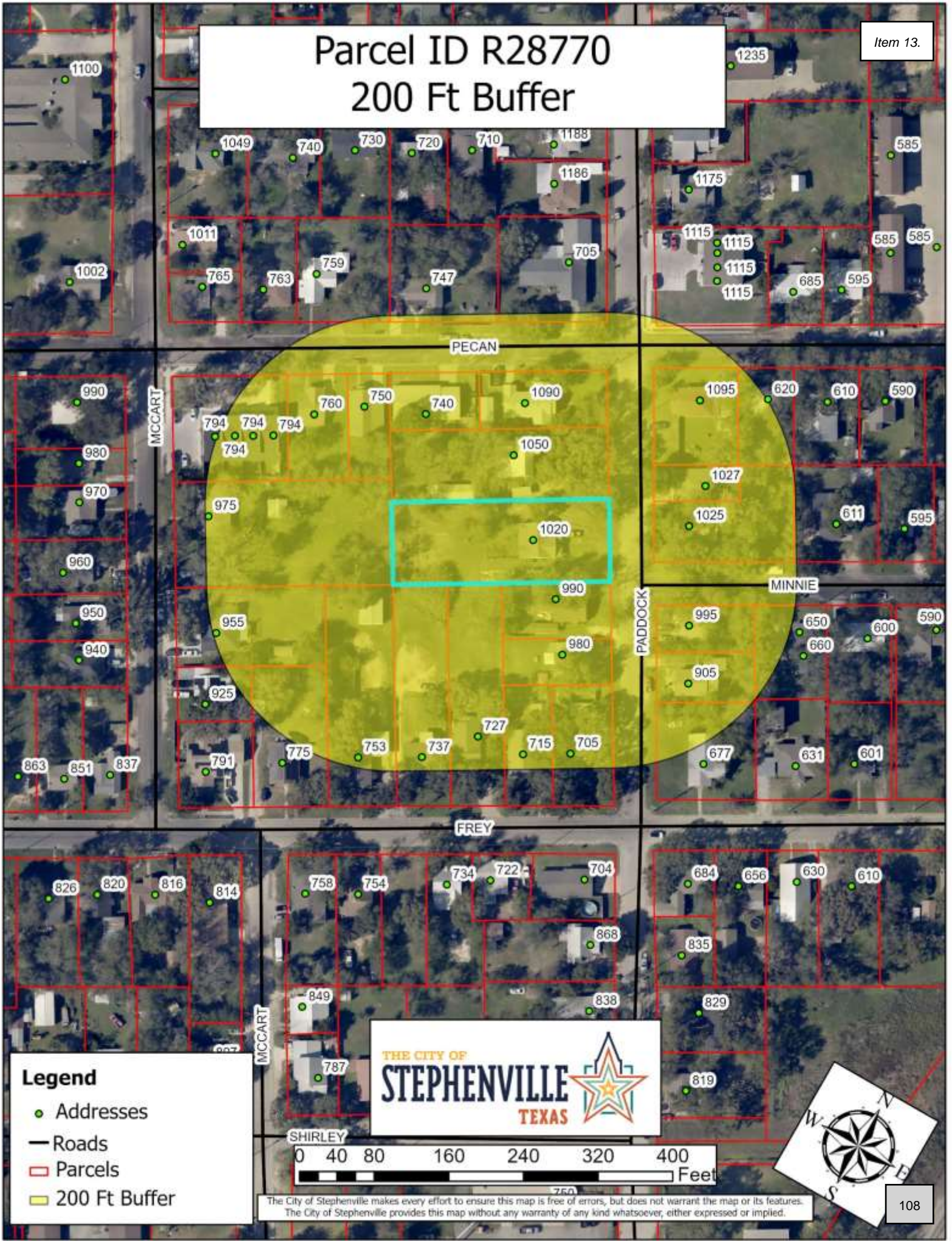
FACTORS TO CONSIDER:

- 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 property 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 approve.

ALTERNATIVES:

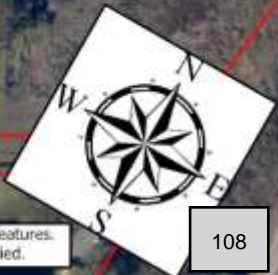
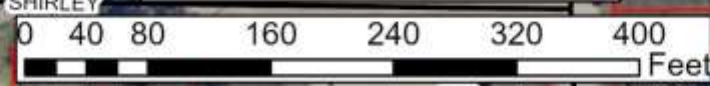
- 1) Accept the recommendation of the Planning and Zoning Commission and approve rezone request.
- 2) Deny the request.

Parcel ID R28770 200 Ft Buffer



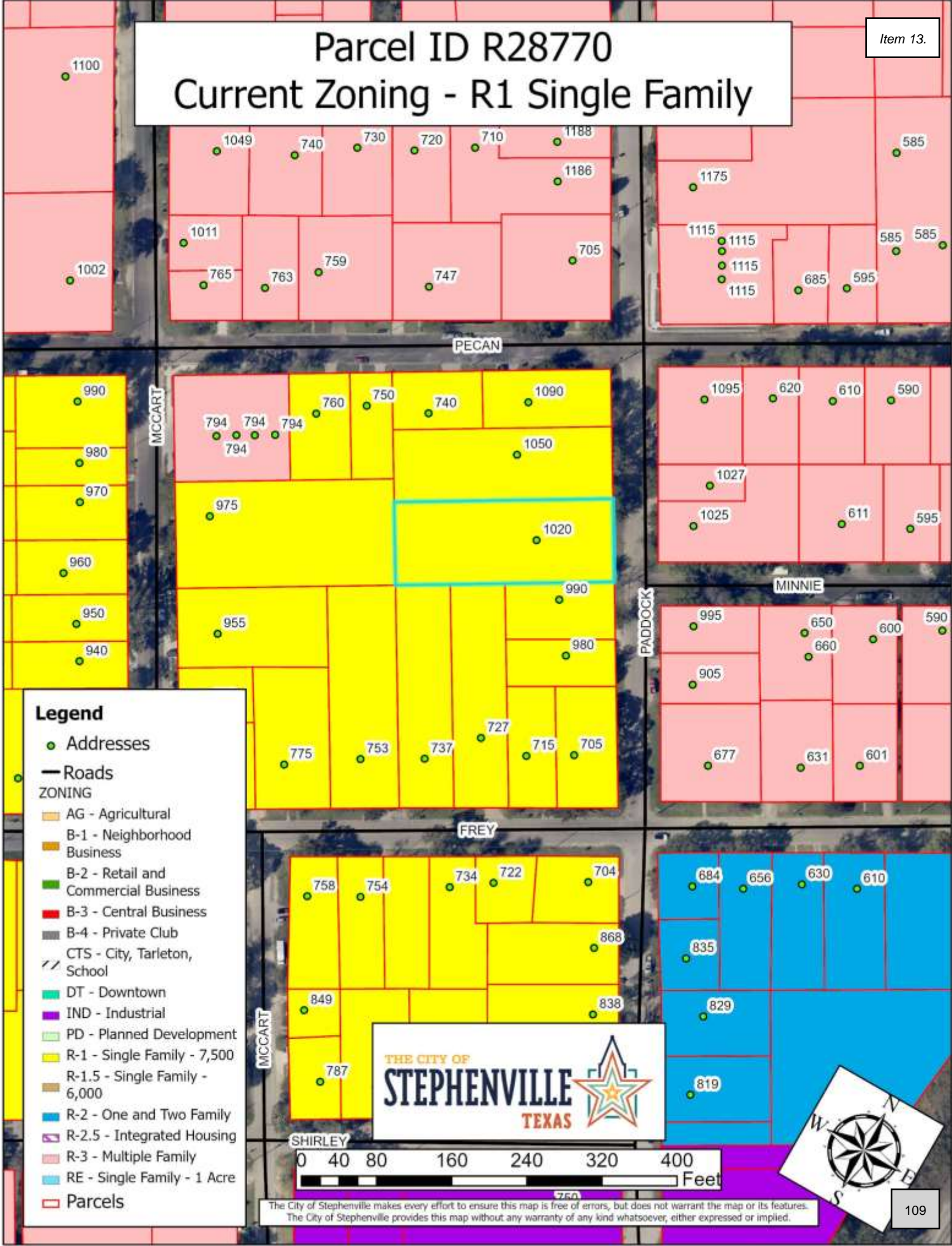
Legend

- Addresses
- Roads
- Parcels
- 200 Ft Buffer



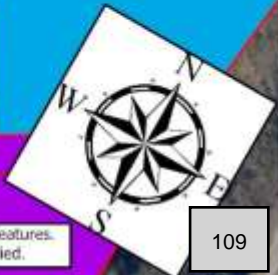
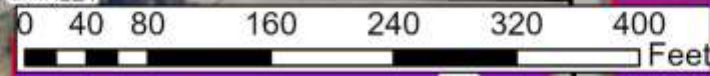
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel ID R28770 Current Zoning - R1 Single Family



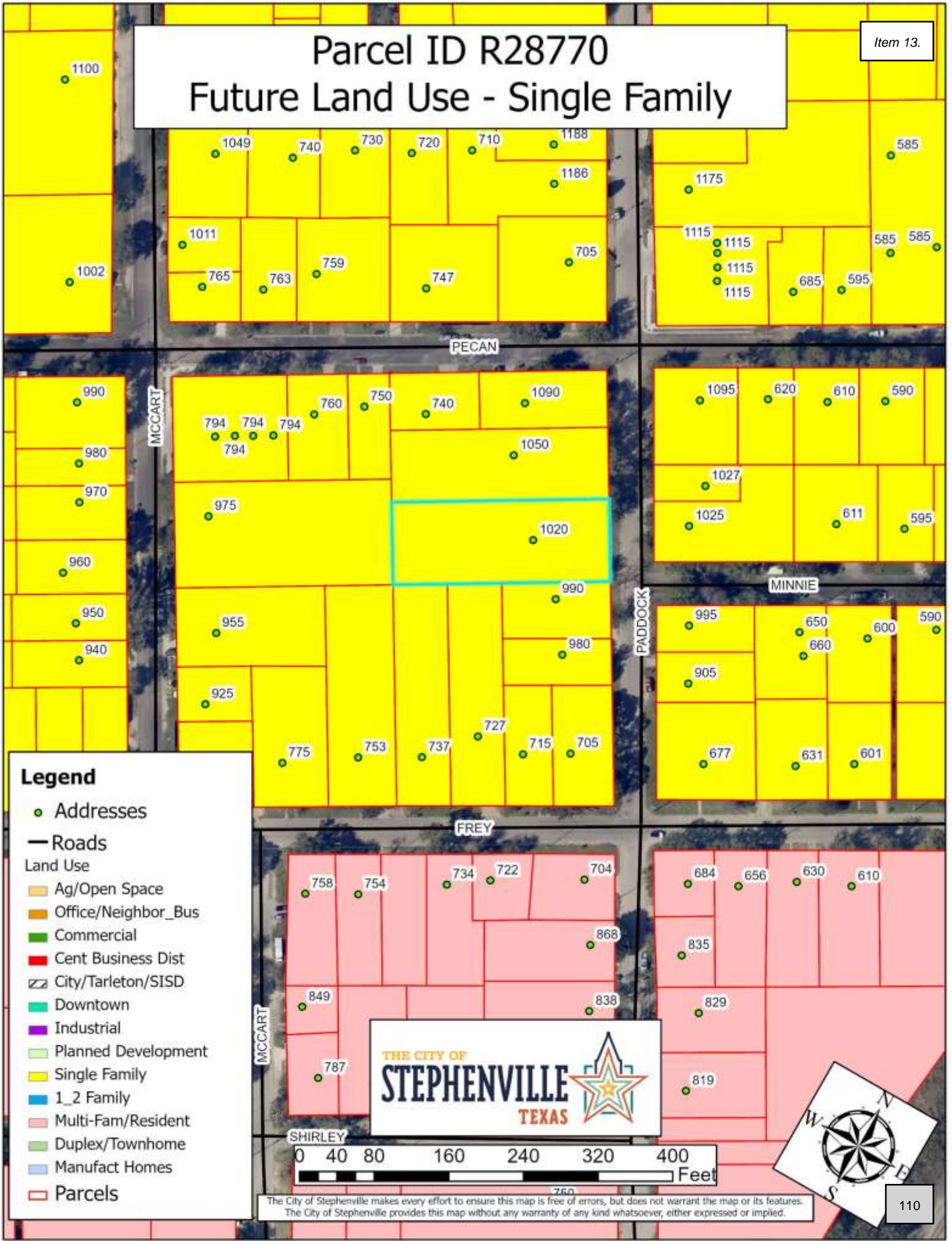
Legend

- Addresses
- Roads
- 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
- ▭ Parcels



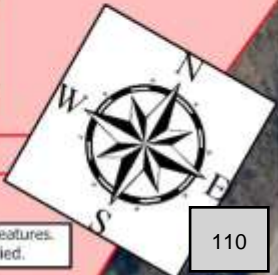
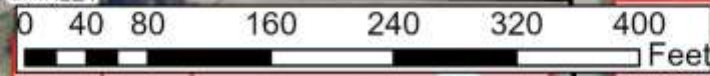
The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel ID R28770 Future Land Use - Single Family



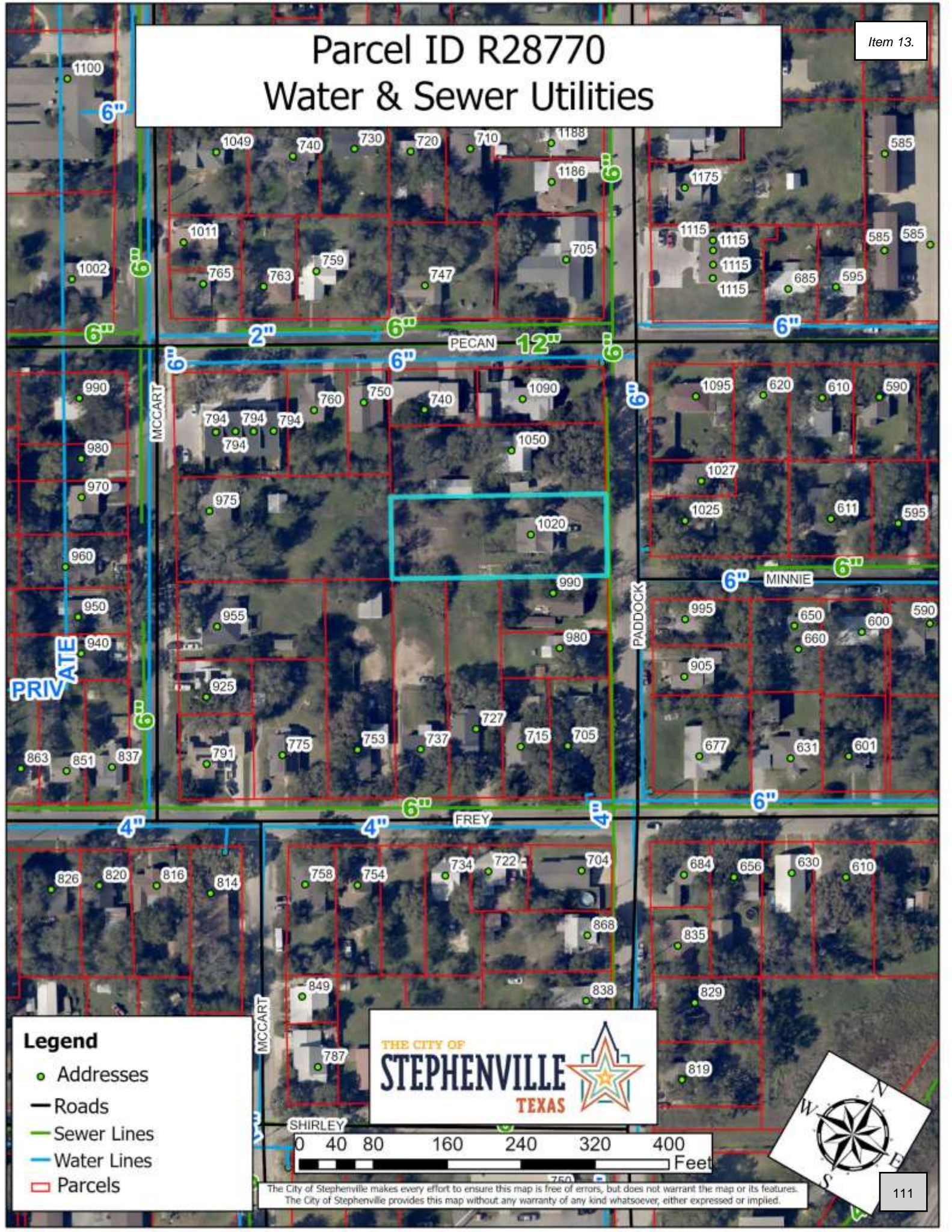
Legend

- Addresses
- Roads
- Land Use
 - Ag/Open Space
 - Office/Neighbor_Bus
 - Commercial
 - Cent Business Dist
 - City/Tarleton/SISD
 - Downtown
 - Industrial
 - Planned Development
 - Single Family
 - 1_2 Family
 - Multi-Fam/Resident
 - Duplex/Townhome
 - Manufact Homes
- ▭ Parcels

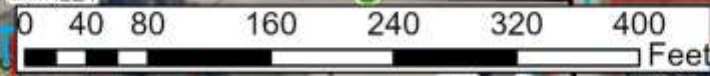


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Parcel ID R28770 Water & Sewer Utilities



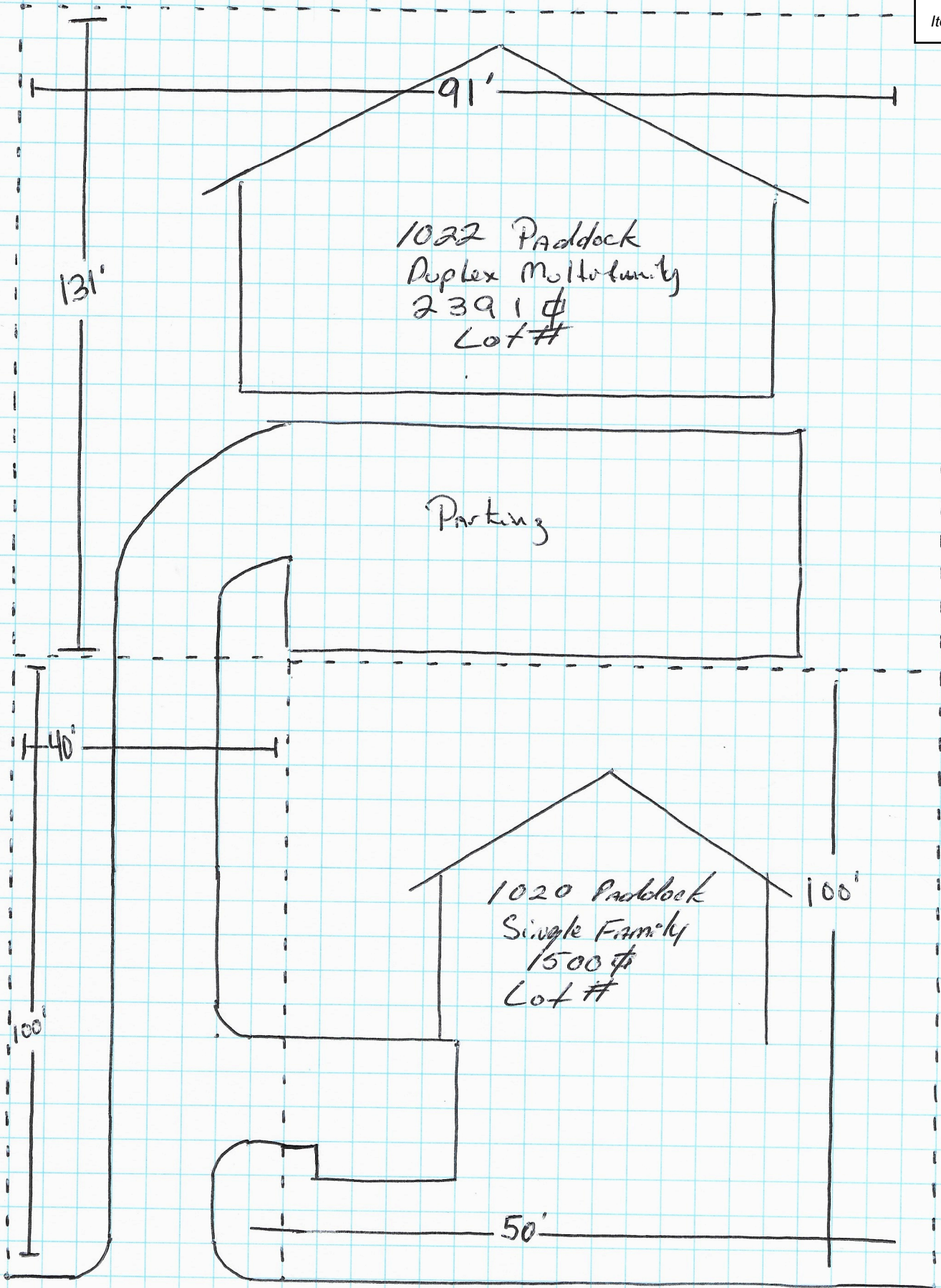
- Legend**
- Addresses
 - Roads
 - Sewer Lines
 - Water Lines
 - ▭ Parcels



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.

Parcel R000028770
200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000028756	1050 PADDOCK	ASHE VICTOR M & PRISCILLA %RIVERA SERENA D	1050 N PADDOCK	STEPHENVILLE	TX	76401
R000028754	1090 PADDOCK	AVELAR LOGAN TYLER	1090 N PADDOCK	STEPHENVILLE	TX	76401
R000028812	705 PECAN	BALLARD JASON	705 W PECAN ST	STEPHENVILLE	TX	76401
R000028753	705 FREY	BARNETTE MICHAEL & ASHLYN	705 WEST FREY	STEPHENVILLE	TX	76401
R000028765	753 FREY	BOREN LESLIE CHARLES	753 W FREY	STEPHENVILLE	TX	76401
R000028793	995 PADDOCK	BROWN BOBBY	995 N PADDOCK	STEPHENVILLE	TX	76401
R000028752	715 W FREY	DOLLARHIDE KIRSTEN	715 W FREY	STEPHENVILLE	TX	76401
R000028762	975 MCCART	DOWELL THURMAN	105 PASEO DEL PUEBLO NORTE	TAOS	NM	87571
R000028741	611 MINNIE	EUMANA JUAN & AIDA	611 W MINNIE ST	STEPHENVILLE	TX	76401-5542
R000028768	990 PADDOCK	FIMBRES SYDNEY AND CARLA & ROBERT R DAVIS	174 TIMBERLINE TRAIL	POOLVILLE	TX	76487
R000028755	740 PECAN	FLOYD TOBY & SCARLET FLOYD	9753 FM3025	STEPHENVILLE	TX	76401
R000028806	1115 N PADDOCK	FOURDOUBLE LLC	155 N GRAHAM	STEPHENVILLE	TX	76401
R000028791	650 MINNIE	GARCIA TASHA J	650 W MINNIE	STEPHENVILLE	TX	76401
R000028758	760 PECAN	GASTON BEN AND CLAIR GASTON	8010 MANX DR	ROUND ROCK	TX	786811
R000028766	727 FREY	GREYHOUSE RENTALS LLC	175 CANYON LAKE RD	GORDON	TX	76453
R000028759	750 PECAN	HALE & HALE RENTALS, LLC	150 HARBIN DR, SUITE 430	STEPHENVILLE	TX	76401
R000028794	905 PADDOCK	HALL CORWIN WADE & SHELLY DAWN & TERRY DON	905 N PADDOCK	STEPHENVILLE	TX	76401
R000028769	980 PADDOCK	HEWITT GEORGE JR	980 PADDOCK	STEPHENVILLE	TX	76401-5517
R000028740	1025 PADDOCK	HOLLAND JOHN CARL & LESLIE LEANNE	1025 N PADDOCK AVE	STEPHENVILLE	TX	76401-0000
R000028757	995 MCCART	HORWATH TIMOTHY R & MELANIE A HORWATH LIVING TRUST	PO BOX 651	STEPHENVILLE	TX	76401
R000028750	1095 N PADDOCK	LUNA JOSE CRUZ	1095 N PADDOCK	STEPHENVILLE	TX	76401
R000028751	620 PECAN	MCDONALD RICHARD & JANE MCDONALD FAMILY TRUST	PO BOX 1783	STEPHENVILLE	TX	76401-0000
R000028795	677 FREY	MCFARLAND MARCIA	677 W FREY	STEPHENVILLE	TX	76401-0000
R000028738	1027 PADDOCK	PINWHEEL INVESTMENTS LLC	74777 ROAD 385	MAYWOOD	NE	69038
R000028763	955 MCCART	SCOGINS CHAD D	955 N MCCART	STEPHENVILLE	TX	76401
R000028809	747 PECAN	SERBIN RAUL & LISA PAYNE	747 PECAN	STEPHENVILLE	TX	76401
R000028764	775 FREY	STEPHENS GARY	791 W FREY	STEPHENVILLE	TX	76401
R000028767	737 W FREY	STEPHENS ROBERT DEE & ELIZABETH ANN	4648 CR275	DUBLIN	TX	76446
R000028770	1020 PADDOCK	TRIPLE W REMODELING, LLC AND	101 TANGLEWOOD LANE	STEPHENVILLE	TX	76401
R000028828	759 PECAN	WOOD TROY & THEDRA	759 PECAN	STEPHENVILLE	TX	76401-0000



Paddock St

ORDINANCE NO. 2024-O-_____

AN ORDINANCE REZONING THE LAND DESCRIBED SINGLE-FAMILY RESIDENTIAL (R-1) TO ONE- AND TWO-FAMILY RESIDENTIAL DISTRICT (R-2).

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

All that lot, tract or parcel of land legally described as follows:

Block 2, Lot 12 of the Butler Addition of the City of Stephenville, Erath County, Texas and identified as Parcel No. R28770, in the Erath County Appraisal District Records, located at 1020 Paddock

is hereby rezoned and the zoning classification changed from the classification of Single-Family Residential (R-1) to One- and Two-Family Residential District (R-2), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 4th day of June 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality



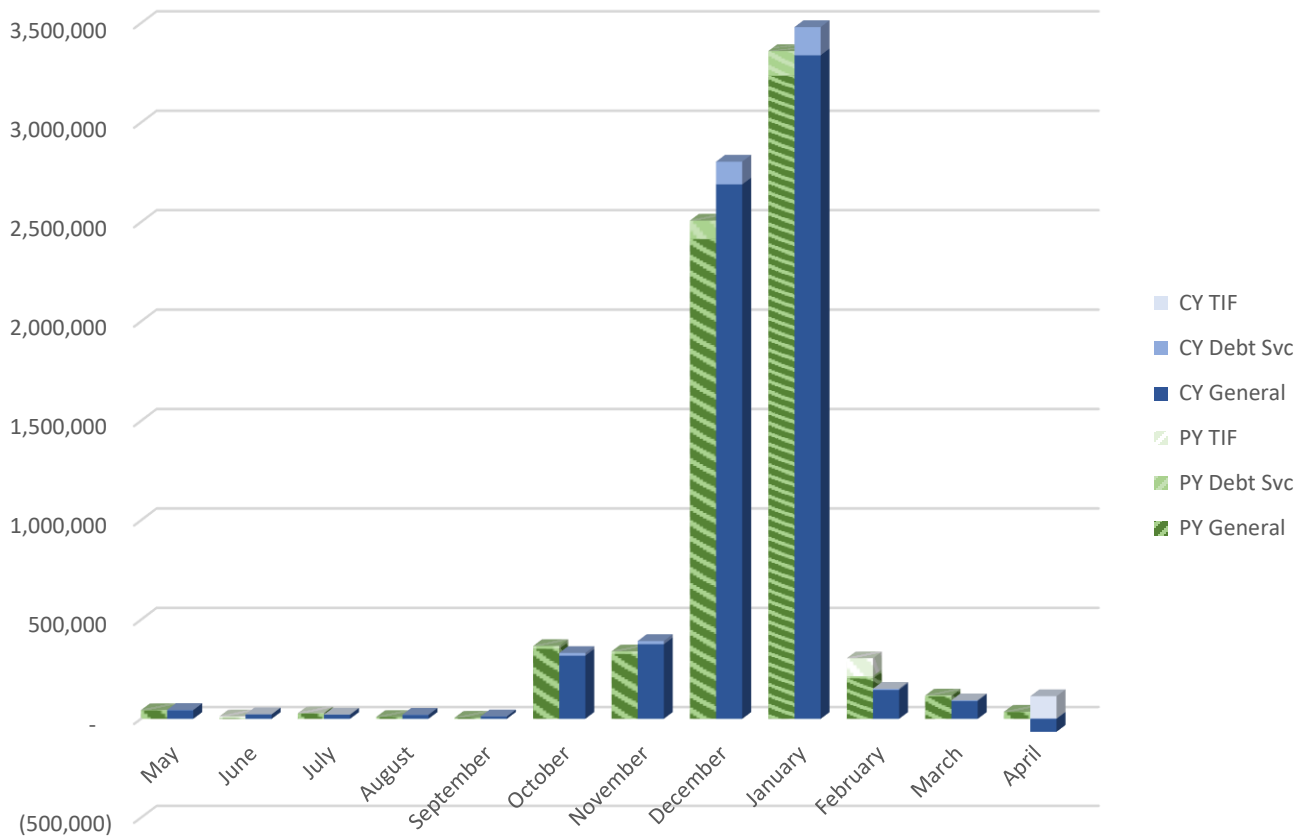
STAFF REPORT

SUBJECT: Monthly Budget Report for the Period Ending April 30th, 2024
DEPARTMENT: Finance
STAFF CONTACT: Monica Harris

BACKGROUND:

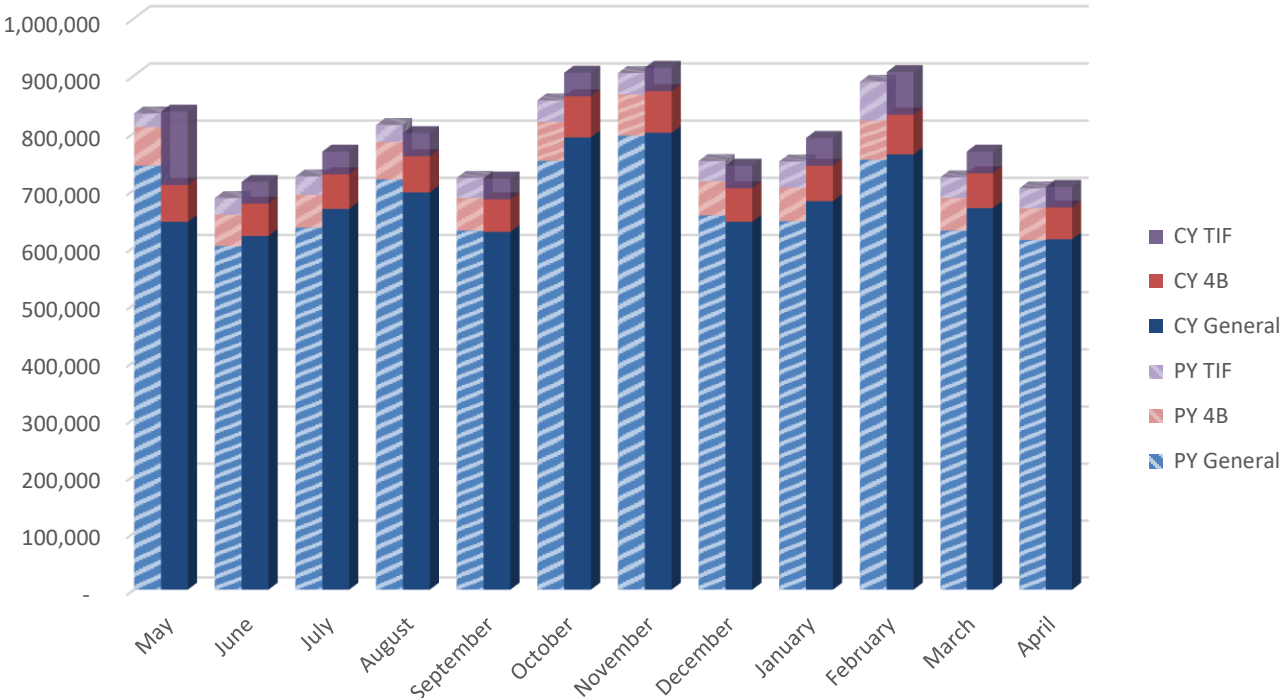
In reviewing the financial statements ending April 30th, 2024, the financial indicators are overall as or better than anticipated.

Property Tax Collections
 2 year 12 month rolling comparison

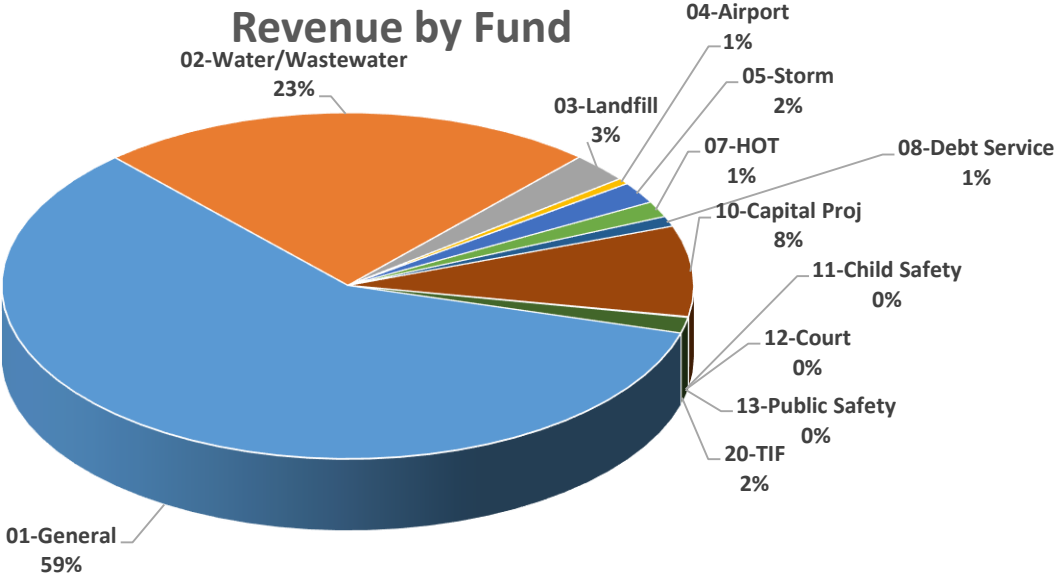


We received \$50K in property taxes in the month of April, resulting in a \$270K increase over the funds collected last fiscal year to date. The amount collected is almost 100% of the \$7.3 million budget, which is \$78K more than anticipated.

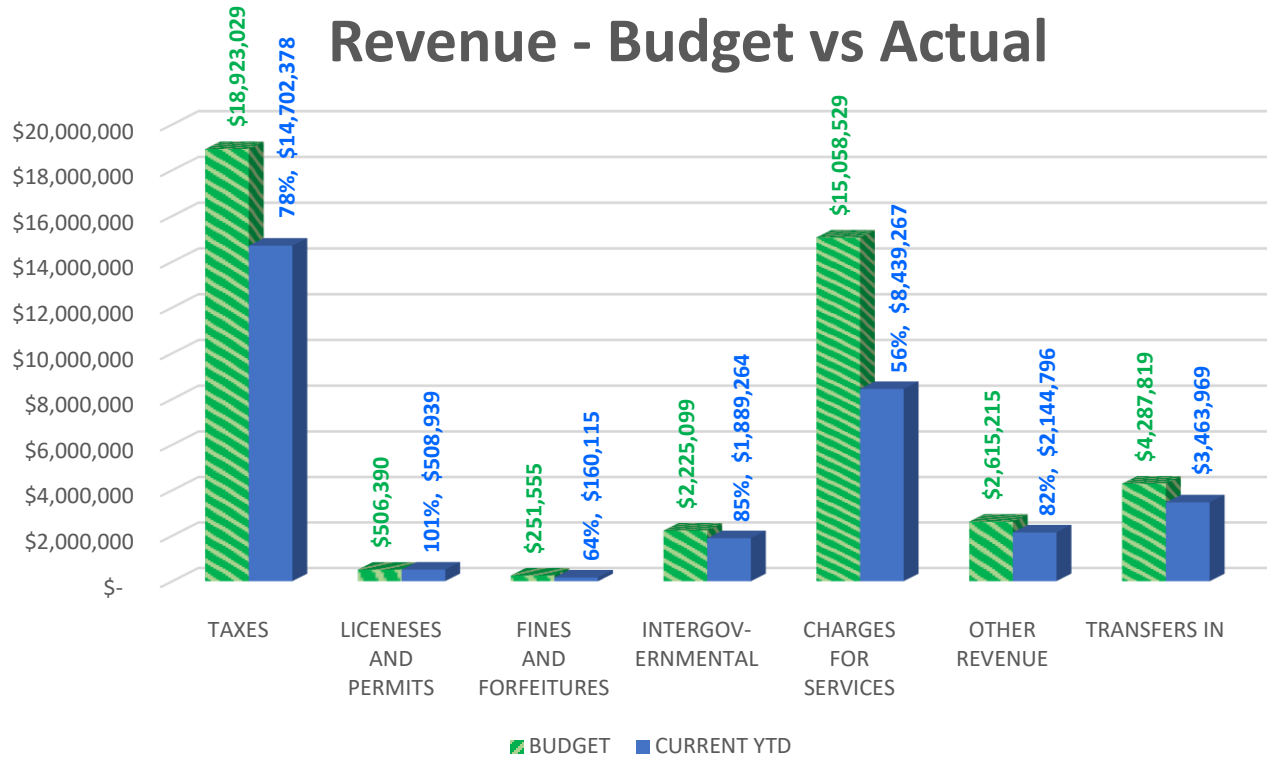
Sales and Use Tax 2 year 12 month rolling comparison



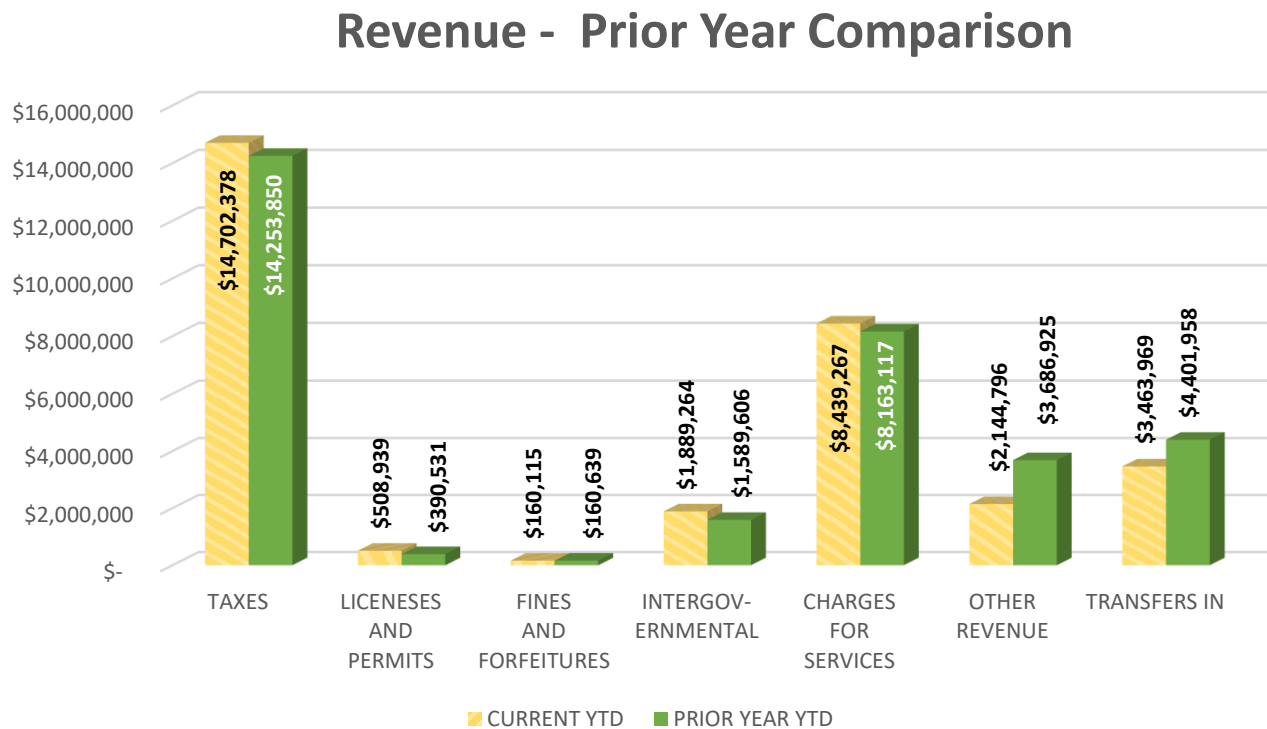
We received \$705K in sales tax in April, resulting in \$155K or 3% more than the funds collected last fiscal year to date. The amount collected is 61% of the \$9.4 million budget, which is \$512K higher than anticipated.



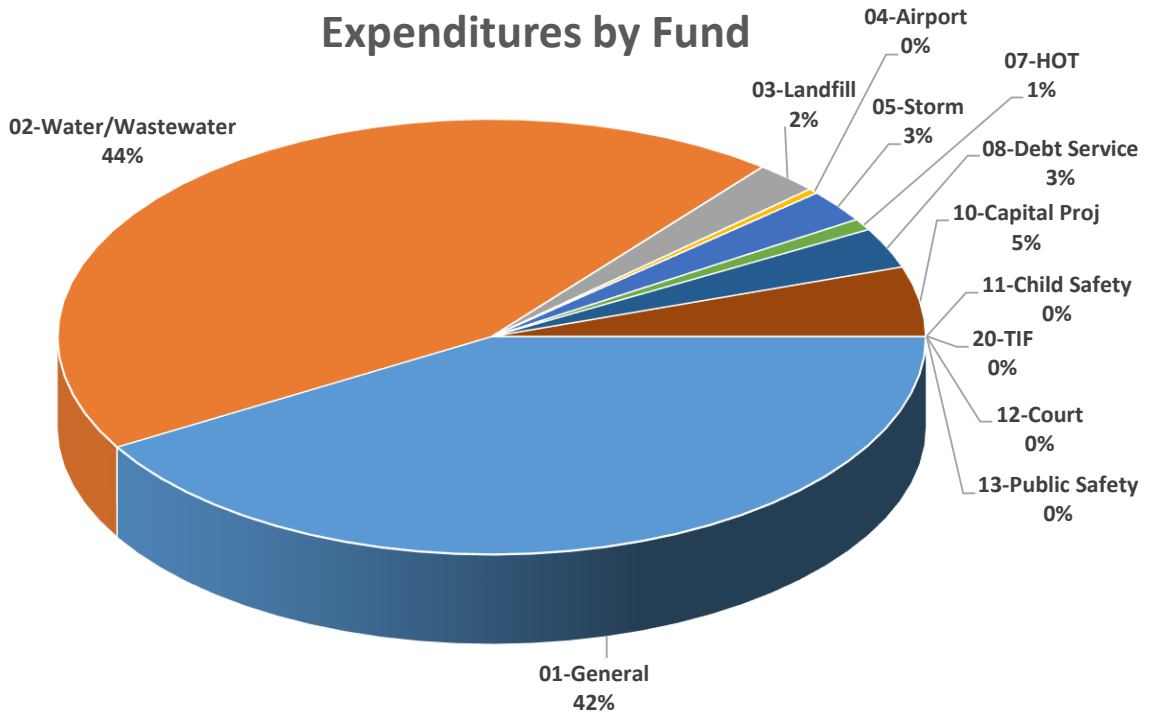
Of the \$31.3 million revenue received to date, 59% was received in the General Fund, 23% was received in the Water/Wastewater Fund, 8% was received in the Capital Projects Fund and 3% was received in the Landfill Fund.



We received 70% of the total budgeted revenues through April, which is \$3.1 million more than anticipated due to taxes, building permits, intergovernmental, charges for services, and interest income.

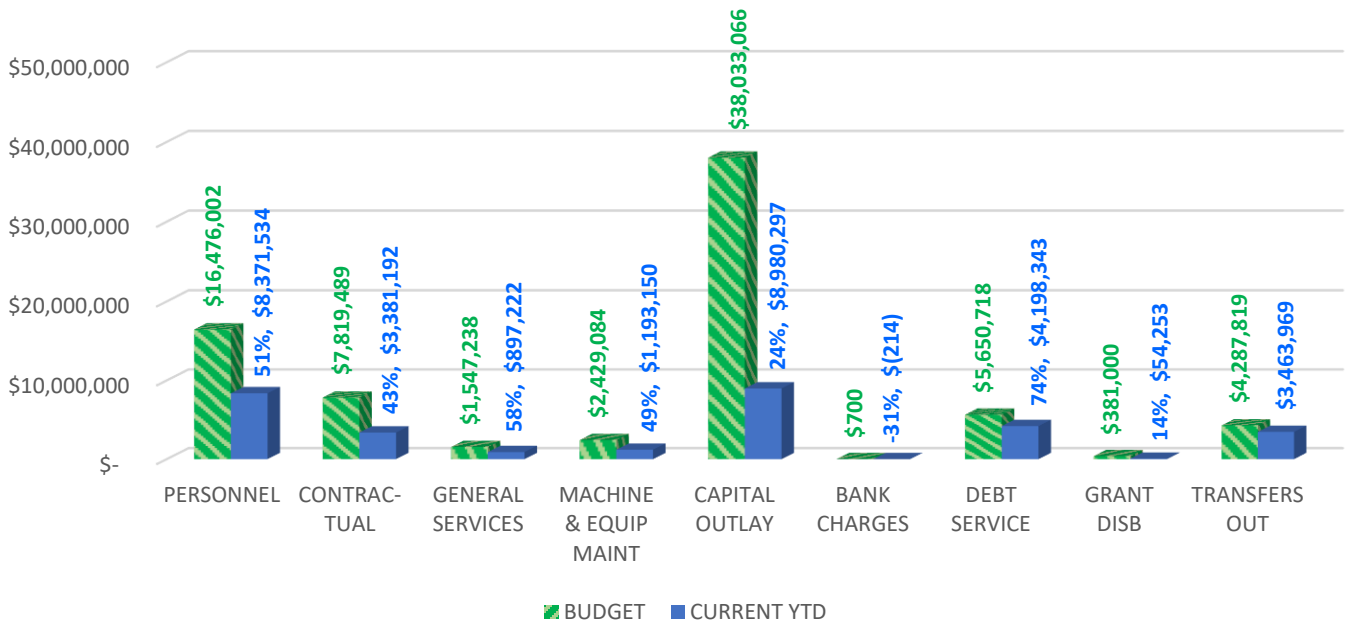


We received \$1.3 million less revenue through April than last fiscal year to date due to debt proceeds received in the prior year.



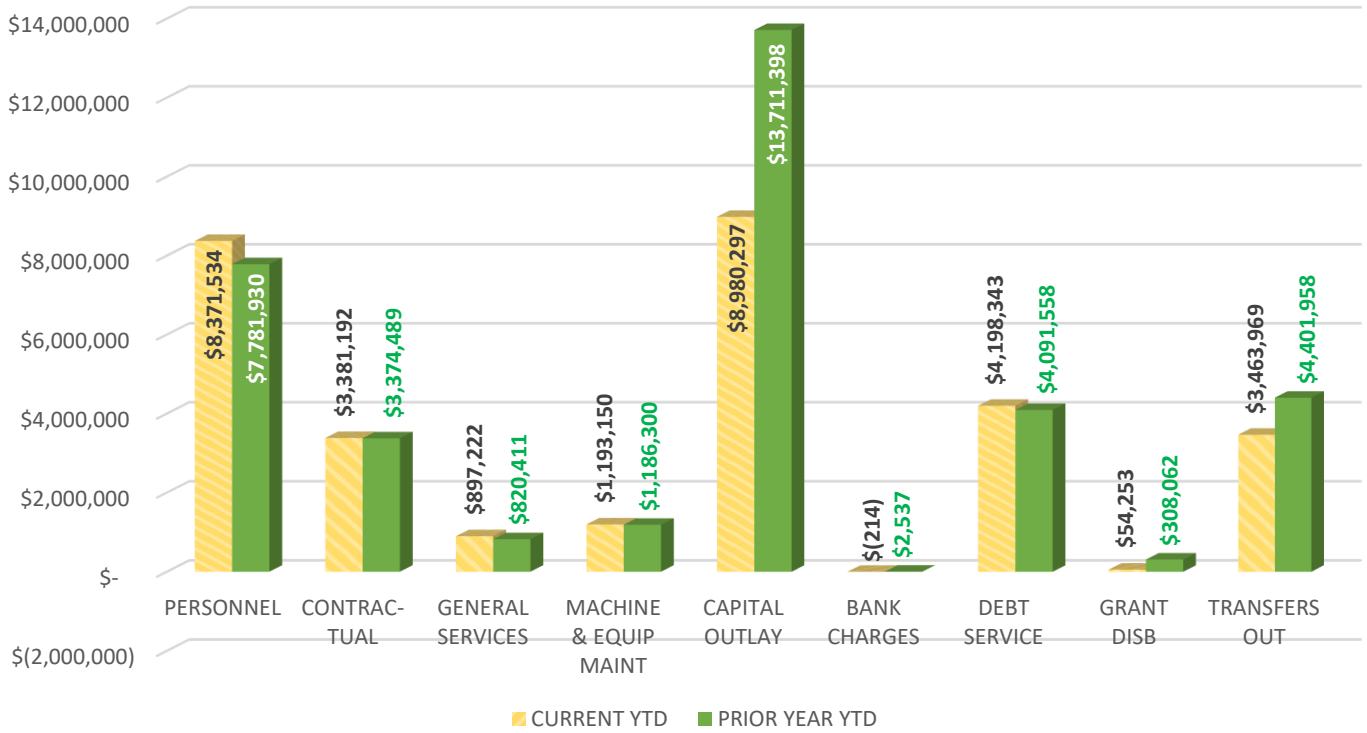
Of the \$30.5 million spent to date, 44% was expended in the Water/Wastewater Fund, 42% was expended in the General Fund, 5% was expended in the Capital Projects Fund, 3% was expended in the Debt Service Fund, 3% was expended in the Storm Fund and 2% was expended in the Landfill Fund.

Expenditures - Budget vs Actual



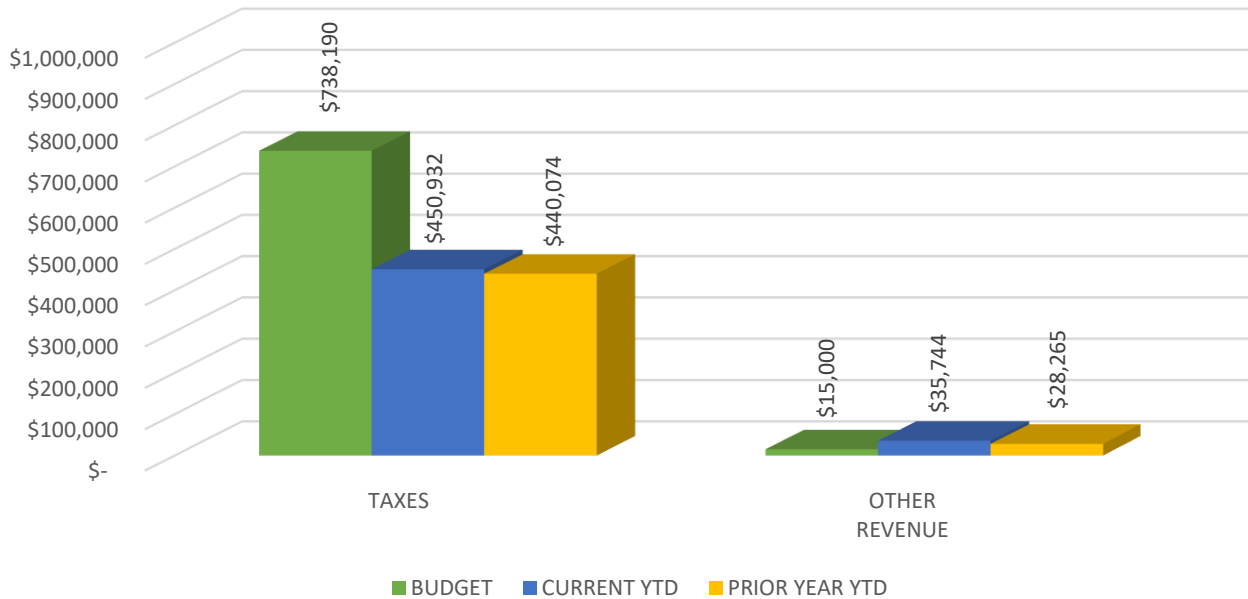
We have expended 37% of the total budgeted expenditures through April, which is \$16.6 million less than anticipated due to personnel, contractual, maintenance, grant disbursements, capital outlay, and transfers.

Expenditures - Prior Year Comparison



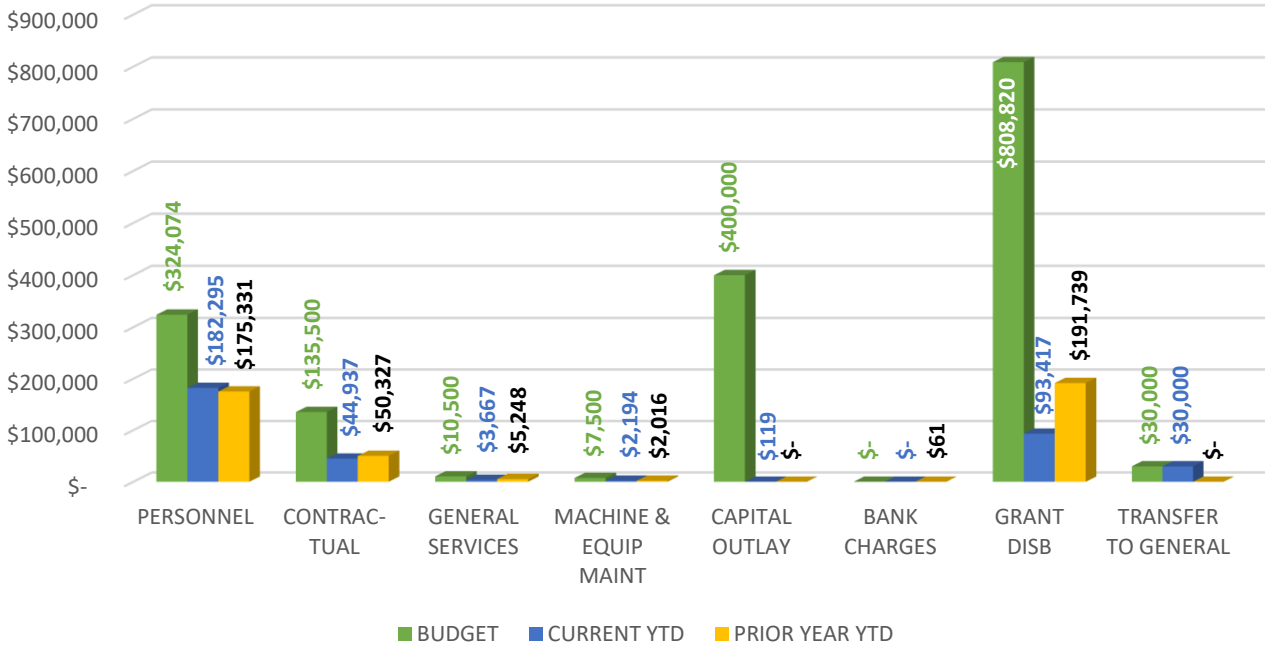
We spent \$5.1 million less in expenditures through April than last fiscal year to date due to capital outlay, grant disbursements, and transfers.

SEDA Revenue Comparison



SEDA has received an overall 65% of budgeted revenue through April, which is \$18K more than last fiscal year to date and \$77K more than anticipated due to taxes and interest income.

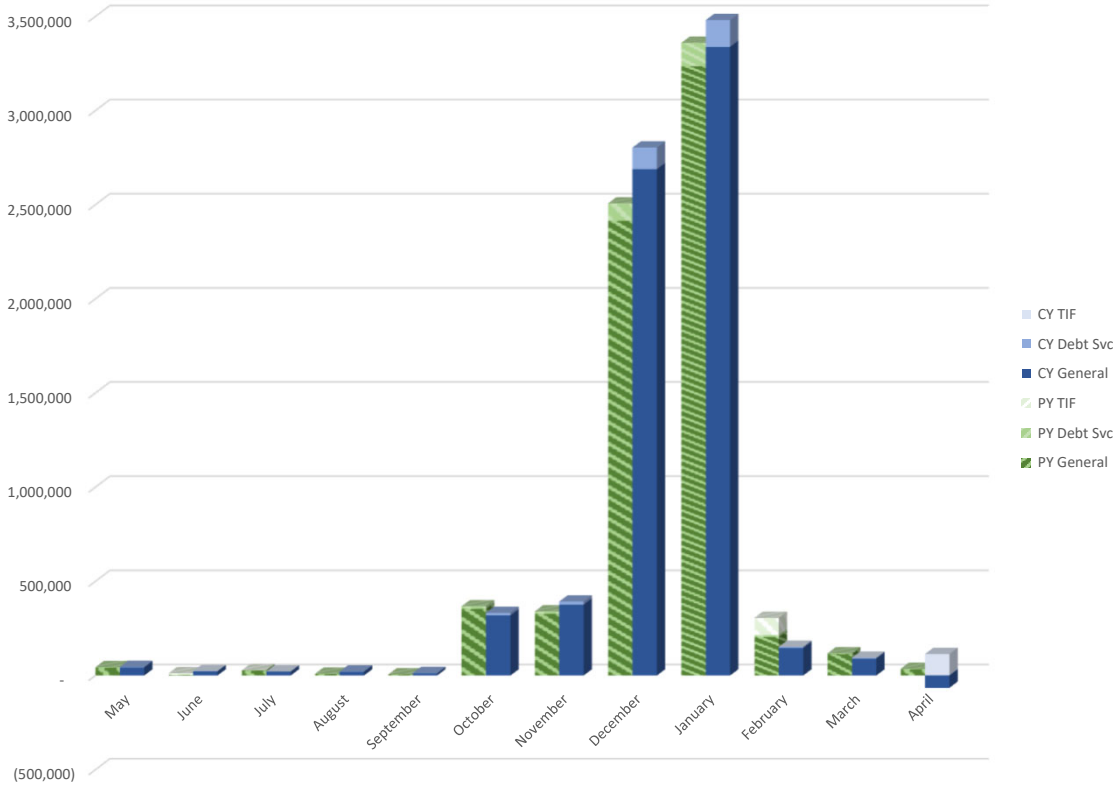
SEDA Expenditure Comparison



SEDA has spent an overall 21% of budgeted expenditures through April, which is \$68K less than last fiscal year to date due to grant disbursements and \$650K less than anticipated due to contractual, capital outlay, and grant disbursements.



Property Tax Collections
2 year 12 month rolling comparison



Month	General Fund	Debt Svc	TIF	Total	Month	General Fund	Debt Svc	TIF	Total
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-23	22,298	864	-	23,162
Jul-22	27,022	1,193	-	28,214	Jul-23	20,824	789	-	21,613
Aug-22	8,974	521	-	9,495	Aug-23	20,172	782	-	20,954
Sep-22	5,893	71	-	5,964	Sep-23	12,245	475	-	12,720
Oct-22	353,997	13,810	-	367,806	Oct-23	319,330	13,573	-	332,903
Nov-22	328,095	12,581	-	340,676	Nov-23	376,834	16,009	-	392,843
Dec-22	2,414,751	92,491	-	2,507,242	Dec-23	2,689,123	114,387	-	2,803,510
Jan-23	3,236,094	123,719	-	3,359,813	Jan-24	3,338,531	142,029	-	3,480,560
Feb-23	204,387	11,299	90,511	306,196	Feb-24	146,100	6,211	-	152,311
Mar-23	113,674	4,365	-	118,039	Mar-24	90,280	3,823	-	94,103
Apr-23	34,588	1,329	-	35,917	Apr-24	(64,868)	2,038	112,569	49,740
12 month total				<u>7,135,639</u>	12 month total				<u>7,429,886</u>
Oct-Apr 2023				<u>7,035,689</u>	Oct-Apr 2024				<u>7,305,970</u>
FY 2022-2023 Total				7,159,594	FY 2023-2024 Budget				7,329,505

Collection to date as percentage of fiscal year total

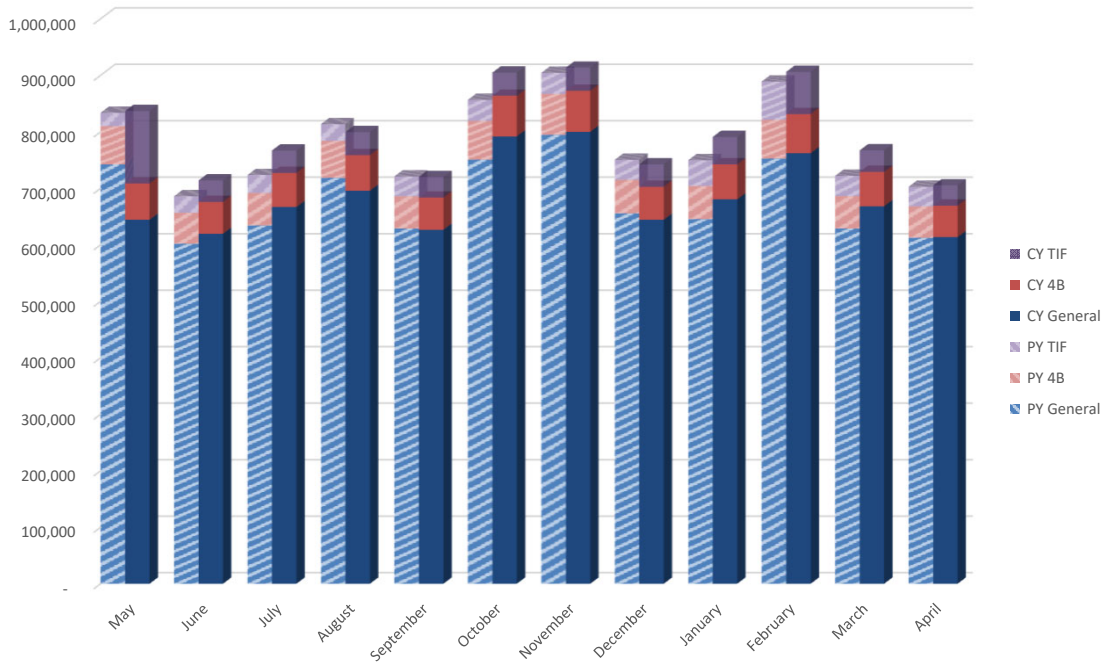
98.27%

Collection to date as percentage of fiscal year budget

99.68%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
May-22	742,430	67,494	23,768	833,692	May-23	644,203	64,276	128,365	836,844	0.38%
Jun-22	601,902	54,718	29,243	685,863	Jun-23	619,536	56,321	38,026	713,883	4.09%
Jul-22	634,088	57,644	31,769	723,501	Jul-23	666,728	60,612	39,634	766,973	6.01%
Aug-22	718,562	65,324	29,738	813,623	Aug-23	695,586	63,235	40,619	799,440	-1.74%
Sep-22	628,870	57,170	35,054	721,094	Sep-23	626,485	56,953	36,556	719,994	-0.15%
Oct-22	750,926	68,266	37,363	856,555	Oct-23	791,837	71,985	40,998	904,820	5.63%
Nov-22	794,878	72,262	37,299	904,439	Nov-23	799,930	72,721	40,912	913,564	1.01%
Dec-22	655,484	59,589	35,438	750,511	Dec-23	644,243	58,568	39,651	742,461	-1.07%
Jan-23	645,364	58,669	45,703	749,737	Jan-24	680,348	61,850	48,784	790,982	5.50%
Feb-23	752,799	68,436	67,794	889,029	Feb-24	762,215	69,292	74,566	906,073	1.92%
Mar-23	628,988	57,181	35,931	722,100	Mar-24	668,209	60,746	38,135	767,091	6.23%
Apr-23	612,376	55,671	34,659	702,706	Apr-24	613,466	55,770	36,003	705,239	0.36%
12 month total				<u>9,352,849</u>	12 month total				<u>9,567,362</u>	2.29%
Oct-Apr 2023				<u>5,575,076</u>	Oct-Apr 2024				<u>5,730,228</u>	2.78%
FY 2022-2023 Total				9,412,210	FY 2023-2024 Budget				9,413,312	
Collection to date as percentage of fiscal year total				59.23%	Collection to date as percentage of fiscal year budget				60.87%	



City of Stephenville

Item 16.
Budget Variance Report
 As Of: 04/30/2024

Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	1,469,264.88	1,496,860.44	(27,595.56)	13,563,246.33	12,874,878.87	688,367.46	79	17,077,099.00	(3,513,852.67)	21
LICENSES AND PERMITS	25,487.25	82,896.18	(57,408.93)	492,163.47	333,966.26	158,197.21	103	476,890.00	15,273.47	-3
FINES AND FORFEITURES	(3,084.09)	28,649.87	(31,733.96)	149,931.29	148,502.31	1,428.98	63	237,640.00	(87,708.71)	37
INTERGOVERNMENTAL	961.55	300.00	661.55	861,510.96	52,100.00	809,410.96	100	862,674.00	(1,163.04)	0
CHARGES FOR SERVICES	103,582.42	103,808.94	(226.52)	535,805.34	660,365.96	(124,560.62)	40	1,342,520.00	(806,714.66)	60
OTHER REVENUE	92,081.52	9,310.03	82,771.49	932,925.98	376,744.25	556,181.73	162	577,600.00	355,325.98	-62
TRANSFER	0.00	0.00	0.00	1,876,004.00	1,876,004.00	0.00	100	1,876,004.00	0.00	0
TOTAL REVENUE	1,688,293.53	1,721,825.46	(33,531.93)	18,411,587.37	16,322,561.65	2,089,025.72	82	22,450,427.00	(4,038,839.63)	18
EXPENSE SUMMARY										
CITY COUNCIL	13,376.60	68,501.69	55,125.09	185,768.50	495,401.34	309,632.84	22	840,849.00	(655,080.50)	78
CITY MANAGER	31,232.07	33,034.25	1,802.18	233,395.18	245,400.46	12,005.28	54	432,612.00	(199,216.82)	46
CITY SECRETARY	12,880.62	17,564.90	4,684.28	136,436.08	127,217.69	(9,218.39)	61	223,386.00	(86,949.92)	39
EMERGENCY MANAGEMENT	58.20	1,068.94	1,010.74	14,678.15	16,862.50	2,184.35	76	19,380.00	(4,701.85)	24
MUNICIPAL BUILDING	5,776.02	10,863.34	5,087.32	102,696.96	111,656.40	8,959.44	61	167,560.00	(64,863.04)	39
MUNICIPAL SERVICES CTR	6,121.36	9,359.64	3,238.28	75,985.46	84,678.41	8,692.95	56	135,080.00	(59,094.54)	44
HUMAN RESOURCES	33,599.17	22,963.81	(10,635.36)	118,050.93	162,950.35	44,899.42	42	282,471.00	(164,420.07)	58
DOWNTOWN	12,164.49	16,088.02	3,923.53	98,449.73	126,179.07	27,729.34	47	211,170.00	(112,720.27)	53
FINANCE	52,962.37	65,375.09	12,412.72	376,510.15	474,345.36	97,835.21	45	830,601.00	(454,090.85)	55
INFORMATION TECHNOLOGY	21,258.52	39,142.10	17,883.58	291,967.94	280,477.03	(11,490.91)	60	487,532.00	(195,564.06)	40
TAX	107.20	113.23	6.03	165,106.80	155,505.39	(9,601.41)	81	204,490.00	(39,383.20)	19
LEGAL COUNSEL	9,849.93	12,050.78	2,200.85	63,108.49	79,564.04	16,455.55	44	144,848.00	(81,739.51)	56
MUNICIPAL COURT	13,347.79	11,105.24	(2,242.55)	86,062.17	79,506.13	(6,556.04)	62	139,187.00	(53,124.83)	38
STREET MAINTENANCE	42,979.80	85,133.91	42,154.11	527,575.99	745,378.52	217,802.53	44	1,195,550.00	(667,974.01)	56
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	236,883.04	202,823.80	(34,059.24)	1,212,162.04	1,482,677.64	270,515.60	46	2,649,725.00	(1,437,562.96)	54
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	20,819.42	22,770.57	1,951.15	155,251.33	167,677.45	12,426.12	53	293,481.00	(138,229.67)	47
SENIOR CENTER	8,845.33	143,366.78	134,521.45	159,162.93	1,010,818.76	851,655.83	9	1,733,470.00	(1,574,307.07)	91
AQUATIC CENTER	35,780.43	10,224.76	(25,555.67)	92,981.50	91,222.51	(1,758.99)	25	371,659.00	(278,677.50)	75
FIRE DEPARTMENT	413,931.70	340,268.44	(73,663.26)	2,767,256.29	2,829,168.11	61,911.82	57	4,816,543.00	(2,049,286.71)	43
POLICE DEPARTMENT	470,705.58	634,779.59	164,074.01	3,781,427.37	4,849,830.17	1,068,402.80	44	8,621,725.00	(4,840,297.63)	56
DEVELOPMENT SERVICES	63,824.92	65,548.36	1,723.44	498,439.94	476,949.25	(21,490.69)	60	835,156.00	(336,716.06)	40
GIS	7,813.23	9,941.60	2,128.37	50,719.71	72,942.02	22,222.31	40	127,369.00	(76,649.29)	60
TRANSFERS	0.00	0.00	0.00	1,493,383.00	1,493,383.00	0.00	95	1,567,248.00	(73,865.00)	5
TOTAL EXPENSE	1,514,317.79	1,822,088.84	307,771.05	12,686,576.64	15,659,791.60	2,973,214.96	48	26,331,092.00	13,644,515.36	52
REVENUE OVER/(UNDER) EXPENDITURE	173,975.74	(100,263.38)	274,239.12	5,725,010.73	662,770.05	5,062,240.68		(3,880,665.00)	(17,683,354.99)	

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	0.00	0.00	0.00	1,343.32	544.20	799.12	134	1,000.00	343.32	-34
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	874,498.88	905,987.68	(31,488.80)	6,437,448.77	6,074,437.95	363,010.82	58	11,167,733.00	(4,730,284.23)	42
OTHER REVENUE	90,137.94	10,948.65	79,189.29	798,607.76	21,000.11	777,607.65	172	463,000.00	335,607.76	-72
TRANSFER	0.00	0.00	0.00	94,582.00	94,582.00	0.00	100	94,582.00	0.00	0
TOTAL REVENUE	964,636.82	916,936.33	47,700.49	7,331,981.85	6,190,564.26	1,141,417.59	63	11,726,315.00	(4,394,333.15)	37
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	54,270.25	312,240.35	257,970.10	871,431.86	2,231,234.21	1,359,802.35	23	3,849,010.00	(2,977,578.14)	77
WATER PRODUCTION	105,095.42	194,754.10	89,658.68	1,110,322.58	1,611,090.26	500,767.68	42	2,612,539.00	(1,502,216.42)	58
WATER DISTRIBUTION	25,685.28	168,634.41	142,949.13	501,249.34	1,237,804.41	736,555.07	24	2,092,635.00	(1,591,385.66)	76
CUSTOMER SERVICE	23,806.73	28,981.65	5,174.92	178,459.43	228,647.29	50,187.86	46	384,667.00	(206,207.57)	54
WASTEWATER COLLECTION	50,369.23	1,377,911.17	1,327,541.94	5,399,185.26	9,710,737.45	4,311,552.19	32	16,624,869.00	(11,225,683.74)	68
WASTEWATER TREATMENT	138,826.12	251,517.92	112,691.80	730,841.61	1,771,730.44	1,040,888.83	24	3,030,507.00	(2,299,665.39)	76
BILLING & COLLECTION	42,285.82	44,702.31	2,416.49	322,641.67	315,565.48	(7,076.19)	59	543,895.00	(221,253.33)	41
NON-DEPARTMENTAL	58,388.88	64,715.83	6,326.95	4,386,392.80	4,377,976.81	(8,415.99)	82	5,338,670.00	(952,277.20)	18
TOTAL EXPENSE	498,727.73	2,443,457.74	1,944,730.01	13,500,524.55	21,484,786.35	7,984,261.80	39	34,476,792.00	20,976,267.45	61
REVENUE OVER/(UNDER) EXPENDITURE	465,909.09	(1,526,521.41)	1,992,430.50	(6,168,542.70)	(15,294,222.09)	9,125,679.39		(22,750,477.00)	(25,370,600.60)	

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	127,527.51	173,947.83	(46,420.32)	786,354.94	728,488.98	57,865.96	57	1,380,400.00	(594,045.06)	43
OTHER REVENUE	9,590.02	633.36	8,956.66	71,287.29	2,551.98	68,735.31	411	17,350.00	53,937.29	-311
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	137,117.53	174,581.19	(37,463.66)	857,642.23	731,040.96	126,601.27	61	1,397,750.00	(540,107.77)	39
<u>EXPENSE SUMMARY</u>										
LANDFILL	45,200.30	84,243.58	39,043.28	728,717.87	966,247.06	237,529.19	52	1,403,815.00	(675,097.13)	48
TOTAL EXPENSE	45,200.30	84,243.58	39,043.28	728,717.87	966,247.06	237,529.19	52	1,403,815.00	675,097.13	48
REVENUE OVER/(UNDER) EXPENDITURE	91,917.23	90,337.61	1,579.62	128,924.36	(235,206.10)	364,130.46		(6,065.00)	(1,215,204.90)	

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	7,143.94	0.00	7,143.94	7,143.94	0.00	7,143.94	71	10,000.00	(2,856.06)	29
CHARGES FOR SERVICES	8,297.76	9,170.85	(873.09)	86,515.63	83,673.46	2,842.17	66	130,350.00	(43,834.37)	34
OTHER REVENUE	0.00	118,539.21	(118,539.21)	2,850.00	829,774.47	(826,924.47)	0	1,423,040.00	(1,420,190.00)	100
TRANSFER	0.00	0.00	0.00	77,091.00	77,091.00	0.00	100	77,091.00	0.00	0
TOTAL REVENUE	15,441.70	127,710.06	(112,268.36)	173,600.57	990,538.93	(816,938.36)	11	1,640,481.00	(1,466,880.43)	89
<u>EXPENSE SUMMARY</u>										
AIRPORT	14,094.64	144,622.16	130,527.52	115,170.79	1,023,279.90	908,109.11	7	1,751,636.00	(1,636,465.21)	93
TOTAL EXPENSE	14,094.64	144,622.16	130,527.52	115,170.79	1,023,279.90	908,109.11	7	1,751,636.00	1,636,465.21	93
REVENUE OVER/(UNDER) EXPENDITURE	1,347.06	(16,912.10)	18,259.16	58,429.78	(32,740.97)	91,170.75		(111,155.00)	(3,103,345.64)	

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	0.00	0.00	0.00	13,449.47	0.00	13,449.47	54	25,000.00	(11,550.53)	46
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	83,503.06	83,382.86	120.20	582,692.48	583,443.20	(750.72)	58	1,000,272.00	(417,579.52)	42
OTHER REVENUE	3,705.79	62.96	3,642.83	35,675.72	119.30	35,556.42	1,586	2,250.00	33,425.72	1,486
TOTAL REVENUE	87,208.85	83,445.82	3,763.03	631,817.67	583,562.50	48,255.17	61	1,027,522.00	(395,704.33)	39
EXPENSE SUMMARY										
STORM WATER DRAINAGE	2,290.00	58,593.16	56,303.16	743,389.83	1,082,519.12	339,129.29	51	1,451,268.00	(707,878.17)	49
TOTAL EXPENSE	2,290.00	58,593.16	56,303.16	743,389.83	1,082,519.12	339,129.29	51	1,451,268.00	707,878.17	49
REVENUE OVER/(UNDER) EXPENDITURE	84,918.85	24,852.66	60,066.19	(111,572.16)	(498,956.62)	387,384.46		(423,746.00)	(1,103,582.50)	

Budget Variance Report

Fund: 07 - HOTEL OCCUPANCY TAX FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	66,606.05	61,272.32	5,333.73	408,289.11	340,221.65	68,067.46	53	771,420.00	(363,130.89)	47
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	4,000.00	3,799.48	200.52	10,450.00	3,799.48	6,650.52	42	24,754.00	(14,304.00)	58
OTHER REVENUE	6,439.01	132.68	6,306.33	44,326.27	279.80	44,046.47	985	4,500.00	39,826.27	-885
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	77,045.06	65,204.48	11,840.58	463,065.38	344,300.93	118,764.45	58	800,674.00	(337,608.62)	42
EXPENSE SUMMARY										
TOURISM	31,925.03	54,777.10	22,852.07	260,690.00	473,220.76	212,530.76	32	826,714.00	(566,024.00)	68
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	31,925.03	54,777.10	22,852.07	260,690.00	473,220.76	212,530.76	32	826,714.00	566,024.00	68
REVENUE OVER/(UNDER) EXPENDITURE	45,120.03	10,427.38	34,692.65	202,375.38	(128,919.83)	331,295.21		(26,040.00)	(903,632.62)	

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	2,264.45	2,231.61	32.84	299,225.00	268,830.05	30,394.95	110	273,240.00	25,985.00	-10
OTHER REVENUE	110.55	91.12	19.43	867.67	302.98	564.69	43	2,000.00	(1,132.33)	57
TRANSFER	0.00	0.00	0.00	0.00	672,025.00	(672,025.00)	0	823,850.00	(823,850.00)	100
TOTAL REVENUE	2,375.00	2,322.73	52.27	300,092.67	941,158.03	(641,065.36)	27	1,099,090.00	(798,997.33)	73
<u>EXPENSE SUMMARY</u>										
DEBT SERVICE	300.00	300.00	0.00	917,475.00	917,475.00	0.00	84	1,096,625.00	(179,150.00)	16
TOTAL EXPENSE	300.00	300.00	0.00	917,475.00	917,475.00	0.00	84	1,096,625.00	179,150.00	16
REVENUE OVER/(UNDER) EXPENDITURE	2,075.00	2,022.73	52.27	(617,382.33)	23,683.03	(641,065.36)		2,465.00	(978,147.33)	

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	291.66	(291.66)	1,982.50	2,041.62	(59.12)	57	3,500.00	(1,517.50)	43
INTERGOVERNMENTAL	0.00	29,090.92	(29,090.92)	1,013,328.55	203,636.44	809,692.11	75	1,349,225.00	(335,896.45)	25
CHARGES FOR SERVICES	0.00	1,041.25	(1,041.25)	0.00	7,288.75	(7,288.75)	0	12,500.00	(12,500.00)	100
OTHER REVENUE	36,059.41	4,003.05	32,056.36	222,908.73	8,951.60	213,957.13	198	112,500.00	110,408.73	-98
TRANSFER	0.00	0.00	0.00	1,416,292.00	1,416,292.00	0.00	100	1,416,292.00	0.00	0
TOTAL REVENUE	36,059.41	34,426.88	1,632.53	2,654,511.78	1,638,210.41	1,016,301.37	92	2,894,017.00	(239,505.22)	8
EXPENSE SUMMARY										
STREET MAINTENANCE	665,839.80	617,898.86	(47,940.94)	1,586,565.28	4,325,292.02	2,738,726.74	21	7,417,183.00	(5,830,617.72)	79
PARKS & RECREATION	0.00	84,217.63	84,217.63	0.00	589,523.41	589,523.41	0	1,011,016.00	(1,011,016.00)	100
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	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	665,839.80	702,116.49	36,276.69	1,586,565.28	4,914,815.43	3,328,250.15	19	8,428,199.00	6,841,633.72	81
REVENUE OVER/(UNDER) EXPENDITURE	(629,780.39)	(667,689.61)	37,909.22	1,067,946.50	(3,276,605.02)	4,344,551.52		(5,534,182.00)	(7,081,138.94)	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	197.63	365.49	(167.86)	1,710.76	1,385.02	325.74	86	2,000.00	(289.24)	14
OTHER REVENUE	52.61	2.41	50.20	347.58	5.38	342.20	463	75.00	272.58	-363
TOTAL REVENUE	250.24	367.90	(117.66)	2,058.34	1,390.40	667.94	99	2,075.00	(16.66)	1
EXPENSE SUMMARY										
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	250.24	367.90	(117.66)	2,058.34	1,390.40	667.94		2,075.00	(16.66)	

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	1,300.05	1,039.45	260.60	8,473.15	6,962.11	1,511.04	71	11,915.00	(3,441.85)	29
OTHER REVENUE	169.30	4.71	164.59	1,089.47	9.59	1,079.88	726	150.00	939.47	-626
TOTAL REVENUE	1,469.35	1,044.16	425.19	9,562.62	6,971.70	2,590.92	79	12,065.00	(2,502.38)	21
<u>EXPENSE SUMMARY</u>										
COURT TECHNOLOGY	0.00	1,259.91	1,259.91	0.00	8,819.37	8,819.37	0	15,125.00	(15,125.00)	100
TOTAL EXPENSE	0.00	1,259.91	1,259.91	0.00	8,819.37	8,819.37	0	15,125.00	15,125.00	100
REVENUE OVER/(UNDER) EXPENDITURE	1,469.35	(215.75)	1,685.10	9,562.62	(1,847.67)	11,410.29		(3,060.00)	(17,627.38)	

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	7,280.60	3,200.00	4,080.60	228	3,200.00	4,080.60	-128
OTHER REVENUE	253.90	20.67	233.23	1,744.32	44.22	1,700.10	233	750.00	994.32	-133
TOTAL REVENUE	253.90	20.67	233.23	9,024.92	3,244.22	5,780.70	228	3,950.00	5,074.92	-128
<u>EXPENSE SUMMARY</u>										
PUBLIC SAFETY	0.00	1,666.00	1,666.00	635.00	11,662.00	11,027.00	3	20,000.00	(19,365.00)	97
TOTAL EXPENSE	0.00	1,666.00	1,666.00	635.00	11,662.00	11,027.00	3	20,000.00	19,365.00	97
REVENUE OVER/(UNDER) EXPENDITURE	253.90	(1,645.33)	1,899.23	8,389.92	(8,417.78)	16,807.70		(16,050.00)	(14,290.08)	

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	148,572.20	44,731.84	103,840.36	431,617.67	482,950.28	(51,332.61)	54	801,270.00	(369,652.33)	46
OTHER REVENUE	4,931.98	376.17	4,555.81	32,164.87	625.49	31,539.38	268	12,000.00	20,164.87	-168
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	153,504.18	45,108.01	108,396.17	463,782.54	483,575.77	(19,793.23)	57	813,270.00	(349,487.46)	43
<u>EXPENSE SUMMARY</u>										
TAX INCREMENT FINANCING	0.00	0.00	0.00	0.00	661,825.00	661,825.00	0	823,850.00	(823,850.00)	100
TOTAL EXPENSE	0.00	0.00	0.00	0.00	661,825.00	661,825.00	0	823,850.00	823,850.00	100
REVENUE OVER/(UNDER) EXPENDITURE	153,504.18	45,108.01	108,396.17	463,782.54	(178,249.23)	642,031.77		(10,580.00)	(1,173,337.46)	

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	55,769.62	47,391.79	8,377.83	450,931.61	408,957.22	41,974.39	61	738,190.00	(287,258.39)	39
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	4,828.27	506.34	4,321.93	35,743.97	1,101.82	34,642.15	238	15,000.00	20,743.97	-138
TOTAL REVENUE	60,597.89	47,898.13	12,699.76	486,675.58	410,059.04	76,616.54	65	753,190.00	(266,514.42)	35
<u>EXPENSE SUMMARY</u>										
SEDA	41,208.87	138,246.04	97,037.17	356,629.63	1,006,216.46	649,586.83	21	1,716,394.00	(1,359,764.37)	79
TOTAL EXPENSE	41,208.87	138,246.04	97,037.17	356,629.63	1,006,216.46	649,586.83	21	1,716,394.00	1,359,764.37	79
REVENUE OVER/(UNDER) EXPENDITURE	19,389.02	(90,347.91)	109,736.93	130,045.95	(596,157.42)	726,203.37		(963,204.00)	(1,626,278.79)	



City of Stephenville

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Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 04/30/2024

Categor...	2022-2023 April Activity	2023-2024 April Activity	April Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	1,558,497.40	1,469,264.88	-89,232.52	-5.73%	13,222,642.34	13,563,246.33	340,603.99	2.58%
41 - LICENSES AND PERMITS	58,547.77	25,487.25	-33,060.52	-56.47%	377,724.33	492,163.47	114,439.14	30.30%
42 - FINES AND FORFEITURES	30,607.77	-3,084.09	-33,691.86	-110.08%	152,194.51	149,931.29	-2,263.22	-1.49%
43 - INTERGOVERNMENTAL	336.80	961.55	624.75	185.50%	451,973.91	861,510.96	409,537.05	90.61%
44 - CHARGES FOR SERVICES	61,491.14	103,582.42	42,091.28	68.45%	614,226.75	535,805.34	-78,421.41	-12.77%
45 - OTHER REVENUE	328,380.44	92,081.52	-236,298.92	-71.96%	1,093,362.52	932,925.98	-160,436.54	-14.67%
49 - TRANSFER	1,679,307.00	0.00	-1,679,307.00	-100.00%	1,679,307.00	1,876,004.00	196,697.00	11.71%
Revenue Total:	3,717,168.32	1,688,293.53	-2,028,874.79	-54.58%	17,591,431.36	18,411,587.37	820,156.01	4.66%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	1,937.70	1,937.70	0.00	0.00%	13,323.41	13,351.99	-28.58	-0.21%
52 - CONTRACTUAL	10,281.34	11,438.90	-1,157.56	-11.26%	105,543.76	79,844.89	25,698.87	24.35%
53 - GENERAL SERVICES	73.12	0.00	73.12	100.00%	3,069.77	2,992.04	77.73	2.53%
55 - CAPITAL OUTLAY	754,272.94	0.00	754,272.94	100.00%	754,272.94	89,013.78	665,259.16	88.20%
58 - GRANT DISBURSEMENTS	180,399.19	0.00	180,399.19	100.00%	181,399.19	565.80	180,833.39	99.69%
Department 101 - CITY COUNCIL Total:	946,964.29	13,376.60	933,587.69	98.59%	1,057,609.07	185,768.50	871,840.57	82.44%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	16,078.53	30,583.29	-14,504.76	-90.21%	135,550.05	223,813.62	-88,263.57	-65.12%
52 - CONTRACTUAL	783.01	638.62	144.39	18.44%	5,753.73	8,179.61	-2,425.88	-42.16%
53 - GENERAL SERVICES	533.72	10.16	523.56	98.10%	1,124.78	1,401.95	-277.17	-24.64%
Department 102 - CITY MANAGER Total:	17,395.26	31,232.07	-13,836.81	-79.54%	142,428.56	233,395.18	-90,966.62	-63.87%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	6,365.42	11,744.06	-5,378.64	-84.50%	42,679.08	78,339.87	-35,660.79	-83.56%
52 - CONTRACTUAL	882.83	1,030.14	-147.31	-16.69%	20,257.08	13,628.92	6,628.16	32.72%
53 - GENERAL SERVICES	194.23	57.39	136.84	70.45%	656.64	2,026.96	-1,370.32	-208.69%
54 - MACHINE & EQUIPMENT MAI	0.00	49.03	-49.03	0.00%	46,749.25	42,440.33	4,308.92	9.22%
Department 103 - CITY SECRETARY Total:	7,442.48	12,880.62	-5,438.14	-73.07%	110,342.05	136,436.08	-26,094.03	-23.65%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	485.85	58.20	427.65	88.02%	14,606.67	14,678.15	-71.48	-0.49%
Department 104 - EMERGENCY MANAGEMENT Total:	485.85	58.20	427.65	88.02%	14,606.67	14,678.15	-71.48	-0.49%
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	1,973.49	2,118.52	-145.03	-7.35%	14,691.82	15,847.44	-1,155.62	-7.87%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
52 - CONTRACTUAL	3,318.51	2,415.01	903.50	27.23%	19,868.85	25,322.37	-5,453.52	-27.45%
53 - GENERAL SERVICES	1,067.31	1,147.49	-80.18	-7.51%	8,656.17	33,611.64	-24,955.47	-288.30%
54 - MACHINE & EQUIPMENT MAI	2,754.30	95.00	2,659.30	96.55%	24,565.77	22,088.78	2,476.99	10.08%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	209.80	5,826.73	-5,616.93	-2,677.28%
Department 105 - MUNICIPAL BUILDING Total:	9,113.61	5,776.02	3,337.59	36.62%	67,992.41	102,696.96	-34,704.55	-51.04%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	4,725.57	4,186.79	538.78	11.40%	34,859.61	35,660.87	-801.26	-2.30%
52 - CONTRACTUAL	2,489.53	1,676.85	812.68	32.64%	18,993.11	18,030.49	962.62	5.07%
53 - GENERAL SERVICES	-218.86	257.72	-476.58	-217.76%	4,078.62	5,638.46	-1,559.84	-38.24%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	9,868.73	16,655.64	-6,786.91	-68.77%
Department 106 - MUNICIPAL SERVICES CTR Total:	6,996.24	6,121.36	874.88	12.51%	67,800.07	75,985.46	-8,185.39	-12.07%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	11,885.26	12,708.28	-823.02	-6.92%	53,450.77	54,042.04	-591.27	-1.11%
52 - CONTRACTUAL	15,383.89	20,609.00	-5,225.11	-33.96%	51,200.03	63,425.53	-12,225.50	-23.88%
53 - GENERAL SERVICES	287.05	281.89	5.16	1.80%	748.76	583.36	165.40	22.09%
Department 107 - HUMAN RESOURCES Total:	27,556.20	33,599.17	-6,042.97	-21.93%	105,399.56	118,050.93	-12,651.37	-12.00%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	5,826.10	5,237.58	588.52	10.10%	43,455.25	37,057.46	6,397.79	14.72%
52 - CONTRACTUAL	0.06	6,913.93	-6,913.87	-523,116.67%	38,206.64	44,698.87	-6,492.23	-16.99%
53 - GENERAL SERVICES	55.73	12.98	42.75	76.71%	0.00	16,693.40	-16,693.40	0.00%
Department 108 - DOWNTOWN Total:	5,881.89	12,164.49	-6,282.60	-106.81%	81,661.89	98,449.73	-16,787.84	-20.56%
Department: 201 - FINANCE								
51 - PERSONNEL	30,390.19	44,281.68	-13,891.49	-45.71%	255,247.33	298,463.72	-43,216.39	-16.93%
52 - CONTRACTUAL	6,782.91	7,801.32	-1,018.41	-15.01%	82,054.94	35,096.35	46,958.59	57.23%
53 - GENERAL SERVICES	185.34	416.87	-231.53	-124.92%	703.50	944.76	-241.26	-34.29%
54 - MACHINE & EQUIPMENT MAI	8,700.00	362.50	8,337.50	95.83%	37,819.68	43,771.95	-5,952.27	-15.74%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	100.00	100.00	0.00	0.00%	1,486.53	-1,766.63	3,253.16	218.84%
Department 201 - FINANCE Total:	46,158.44	52,962.37	-6,803.93	-14.74%	377,311.98	376,510.15	801.83	0.21%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	10,878.30	16,116.62	-5,238.32	-48.15%	112,428.01	111,787.19	640.82	0.57%
52 - CONTRACTUAL	103.27	647.99	-544.72	-527.47%	1,123.73	2,422.51	-1,298.78	-115.58%
53 - GENERAL SERVICES	4,683.11	1,345.91	3,337.20	71.26%	25,889.37	44,348.35	-18,458.98	-71.30%
54 - MACHINE & EQUIPMENT MAI	-101.06	3,148.00	-3,249.06	-3,214.98%	104,026.45	133,409.89	-29,383.44	-28.25%
Department 203 - INFORMATION TECHNOLOGY Total:	15,563.62	21,258.52	-5,694.90	-36.59%	243,467.56	291,967.94	-48,500.38	-19.92%
Department: 204 - TAX								
52 - CONTRACTUAL	64.80	107.20	-42.40	-65.43%	150,020.72	165,106.80	-15,086.08	-10.06%
Department 204 - TAX Total:	64.80	107.20	-42.40	-65.43%	150,020.72	165,106.80	-15,086.08	-10.06%
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	9,995.66	9,849.93	145.73	1.46%	60,885.35	62,958.64	-2,073.29	-3.41%

Prior-Year Comparative Income Statement

For the Period Ending 04/

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Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
52 - CONTRACTUAL	15.63	0.00	15.63	100.00%	196.43	149.85	46.58	23.71%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	10.81	0.00	10.81	100.00%
Department 301 - LEGAL COUNSEL Total:	10,011.29	9,849.93	161.36	1.61%	61,092.59	63,108.49	-2,015.90	-3.30%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	5,775.20	7,646.81	-1,871.61	-32.41%	43,986.43	51,850.64	-7,864.21	-17.88%
52 - CONTRACTUAL	4,018.17	4,263.21	-245.04	-6.10%	25,288.55	24,641.98	646.57	2.56%
53 - GENERAL SERVICES	694.94	1,437.77	-742.83	-106.89%	6,549.76	9,027.75	-2,477.99	-37.83%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	4,683.47	541.80	4,141.67	88.43%
Department 302 - MUNICIPAL COURT Total:	10,488.31	13,347.79	-2,859.48	-27.26%	80,508.21	86,062.17	-5,553.96	-6.90%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	28,193.72	26,092.00	2,101.72	7.45%	240,736.04	220,484.53	20,251.51	8.41%
52 - CONTRACTUAL	50,504.34	16,052.98	34,451.36	68.21%	135,050.76	134,464.46	586.30	0.43%
53 - GENERAL SERVICES	2,114.14	358.47	1,755.67	83.04%	19,239.58	15,855.28	3,384.30	17.59%
54 - MACHINE & EQUIPMENT MAI	18,927.38	476.35	18,451.03	97.48%	42,128.63	41,786.72	341.91	0.81%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	114,985.00	-114,985.00	0.00%
Department 402 - STREET MAINTENANCE Total:	99,739.58	42,979.80	56,759.78	56.91%	437,155.01	527,575.99	-90,420.98	-20.68%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	74,161.34	84,342.88	-10,181.54	-13.73%	535,375.98	580,860.09	-45,484.11	-8.50%
52 - CONTRACTUAL	20,803.44	38,256.43	-17,452.99	-83.89%	164,494.01	149,066.81	15,427.20	9.38%
53 - GENERAL SERVICES	11,878.41	25,542.07	-13,663.66	-115.03%	89,290.97	105,996.07	-16,705.10	-18.71%
54 - MACHINE & EQUIPMENT MAI	9,316.69	8,264.29	1,052.40	11.30%	88,380.63	98,174.63	-9,794.00	-11.08%
55 - CAPITAL OUTLAY	20,017.46	80,477.37	-60,459.91	-302.04%	255,936.56	278,064.44	-22,127.88	-8.65%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	5.33	0.00	5.33	100.00%
Department 501 - PARKS & RECREATION Total:	136,177.34	236,883.04	-100,705.70	-73.95%	1,133,483.48	1,212,162.04	-78,678.56	-6.94%
Department: 504 - LIBRARY								
51 - PERSONNEL	15,767.90	16,624.50	-856.60	-5.43%	116,806.01	121,315.23	-4,509.22	-3.86%
52 - CONTRACTUAL	1,643.04	1,195.08	447.96	27.26%	10,150.87	12,903.97	-2,753.10	-27.12%
53 - GENERAL SERVICES	2,356.51	2,954.93	-598.42	-25.39%	13,619.82	17,531.47	-3,911.65	-28.72%
54 - MACHINE & EQUIPMENT MAI	579.31	44.91	534.40	92.25%	3,596.92	3,500.66	96.26	2.68%
Department 504 - LIBRARY Total:	20,346.76	20,819.42	-472.66	-2.32%	144,173.62	155,251.33	-11,077.71	-7.68%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	6,078.44	5,678.73	399.71	6.58%	45,176.57	47,196.60	-2,020.03	-4.47%
52 - CONTRACTUAL	2,995.12	1,425.98	1,569.14	52.39%	22,452.44	23,611.96	-1,159.52	-5.16%
53 - GENERAL SERVICES	1,363.81	1,657.32	-293.51	-21.52%	7,517.80	12,752.42	-5,234.62	-69.63%
54 - MACHINE & EQUIPMENT MAI	1,246.62	83.30	1,163.32	93.32%	2,241.89	8,401.95	-6,160.06	-274.77%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	23,649.00	67,200.00	-43,551.00	-184.16%
Department 506 - SENIOR CENTER Total:	11,683.99	8,845.33	2,838.66	24.30%	101,037.70	159,162.93	-58,125.23	-57.53%
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	1,700.32	3,073.03	-1,372.71	-80.73%	4,743.74	5,933.79	-1,190.05	-25.09%
52 - CONTRACTUAL	2,545.17	4,614.30	-2,069.13	-81.30%	20,924.09	32,586.38	-11,662.29	-55.74%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023		2023-2024		April Variance		YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
53 - GENERAL SERVICES	1,407.55	4,961.53	-3,553.98	-252.49%	5,456.24	8,385.69	-2,929.45	-53.69%
54 - MACHINE & EQUIPMENT MAI	2,260.00	23,131.57	-20,871.57	-923.52%	9,868.13	46,075.64	-36,207.51	-366.91%
Department 507 - AQUATIC CENTER Total:	7,913.04	35,780.43	-27,867.39	-352.17%	40,992.20	92,981.50	-51,989.30	-126.83%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	255,961.83	331,962.38	-76,000.55	-29.69%	1,954,911.11	2,128,209.71	-173,298.60	-8.86%
52 - CONTRACTUAL	10,016.95	47,010.94	-36,993.99	-369.31%	163,768.95	135,418.70	28,350.25	17.31%
53 - GENERAL SERVICES	23,872.37	9,473.49	14,398.88	60.32%	148,406.88	137,150.67	11,256.21	7.58%
54 - MACHINE & EQUIPMENT MAI	15,377.72	11,614.49	3,763.23	24.47%	67,645.13	90,039.62	-22,394.49	-33.11%
55 - CAPITAL OUTLAY	4,400.00	13,870.40	-9,470.40	-215.24%	513,151.01	138,501.68	374,649.33	73.01%
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:	309,628.87	413,931.70	-104,302.83	-33.69%	2,985,818.99	2,767,256.29	218,562.70	7.32%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	361,528.61	380,767.43	-19,238.82	-5.32%	2,677,344.60	2,758,491.25	-81,146.65	-3.03%
52 - CONTRACTUAL	24,322.61	26,946.19	-2,623.58	-10.79%	242,854.92	245,886.59	-3,031.67	-1.25%
53 - GENERAL SERVICES	20,579.74	18,152.63	2,427.11	11.79%	171,834.90	122,267.18	49,567.72	28.85%
54 - MACHINE & EQUIPMENT MAI	9,256.56	16,718.25	-7,461.69	-80.61%	163,480.44	179,376.73	-15,896.29	-9.72%
55 - CAPITAL OUTLAY	237,299.12	0.00	237,299.12	100.00%	855,797.49	353,529.87	502,267.62	58.69%
57 - DEBT SERVICE	0.00	28,121.08	-28,121.08	0.00%	51,529.65	121,875.75	-70,346.10	-136.52%
Department 701 - POLICE DEPARTMENT Total:	652,986.64	470,705.58	182,281.06	27.91%	4,162,842.00	3,781,427.37	381,414.63	9.16%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	35,084.19	36,976.36	-1,892.17	-5.39%	267,020.75	291,826.17	-24,805.42	-9.29%
52 - CONTRACTUAL	5,034.53	25,045.15	-20,010.62	-397.47%	31,698.55	178,074.83	-146,376.28	-461.78%
53 - GENERAL SERVICES	869.34	1,702.48	-833.14	-95.84%	8,289.53	8,134.43	155.10	1.87%
54 - MACHINE & EQUIPMENT MAI	0.00	100.93	-100.93	0.00%	10,126.04	20,404.51	-10,278.47	-101.51%
Department 801 - DEVELOPMENT SERVICES Total:	40,988.06	63,824.92	-22,836.86	-55.72%	317,134.87	498,439.94	-181,305.07	-57.17%
Department: 804 - GIS								
51 - PERSONNEL	5,762.78	6,429.26	-666.48	-11.57%	39,399.52	47,859.94	-8,460.42	-21.47%
52 - CONTRACTUAL	0.92	1,100.00	-1,099.08	119,465.22%	9,333.24	1,232.39	8,100.85	86.80%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	6.48	64.49	-58.01	-895.22%
54 - MACHINE & EQUIPMENT MAI	0.00	283.97	-283.97	0.00%	1,064.94	1,562.89	-497.95	-46.76%
Department 804 - GIS Total:	5,763.70	7,813.23	-2,049.53	-35.56%	49,804.18	50,719.71	-915.53	-1.84%
Department: 900 - TRANSFERS								
59 - TRANSFER	1,771,322.00	0.00	1,771,322.00	100.00%	1,771,322.00	1,493,383.00	277,939.00	15.69%
Department 900 - TRANSFERS Total:	1,771,322.00	0.00	1,771,322.00	100.00%	1,771,322.00	1,493,383.00	277,939.00	15.69%
Expense Total:	4,160,672.26	1,514,317.79	2,646,354.47	63.60%	13,704,005.39	12,686,576.64	1,017,428.75	7.42%
Fund 01 Surplus (Deficit):	-443,503.94	173,975.74	617,479.68	139.23%	3,887,425.97	5,725,010.73	1,837,584.76	47.27%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023 April Activity	2023-2024 April Activity	April Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	771.67	1,343.32	571.65	74.08%
44 - CHARGES FOR SERVICES	867,816.40	874,498.88	6,682.48	0.77%	6,163,904.34	6,437,448.77	273,544.43	4.44%
45 - OTHER REVENUE	107,231.97	90,137.94	-17,094.03	-15.94%	964,480.35	798,607.76	-165,872.59	-17.20%
49 - TRANSFER	82,662.00	0.00	-82,662.00	-100.00%	82,662.00	94,582.00	11,920.00	14.42%
Revenue Total:	1,057,710.37	964,636.82	-93,073.55	-8.80%	7,211,818.36	7,331,981.85	120,163.49	1.67%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	51,464.88	52,351.11	-886.23	-1.72%	386,382.86	435,289.16	-48,906.30	-12.66%
52 - CONTRACTUAL	975.58	1,720.03	-744.45	-76.31%	12,394.43	15,511.58	-3,117.15	-25.15%
53 - GENERAL SERVICES	33.98	199.11	-165.13	-485.96%	1,328.73	3,890.43	-2,561.70	-192.79%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	708.46	-708.46	0.00%
55 - CAPITAL OUTLAY	9,752.98	0.00	9,752.98	100.00%	1,381,451.58	416,032.23	965,419.35	69.88%
Department 000 - UTILITIES ADMINISTRATION Total:	62,227.42	54,270.25	7,957.17	12.79%	1,781,557.60	871,431.86	910,125.74	51.09%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	20,271.21	18,312.17	1,959.04	9.66%	142,584.11	147,708.72	-5,124.61	-3.59%
52 - CONTRACTUAL	36,625.95	15,581.70	21,044.25	57.46%	453,731.60	431,938.28	21,793.32	4.80%
53 - GENERAL SERVICES	1,089.66	307.97	781.69	71.74%	8,592.82	5,754.87	2,837.95	33.03%
54 - MACHINE & EQUIPMENT MAI	660.80	18,461.72	-17,800.92	-2,693.84%	84,873.91	114,071.38	-29,197.47	-34.40%
55 - CAPITAL OUTLAY	78,607.52	52,431.86	26,175.66	33.30%	3,578,980.80	410,849.33	3,168,131.47	88.52%
Department 001 - WATER PRODUCTION Total:	137,255.14	105,095.42	32,159.72	23.43%	4,268,763.24	1,110,322.58	3,158,440.66	73.99%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	5,759.36	11,769.66	-6,010.30	-104.36%	55,277.90	75,803.30	-20,525.40	-37.13%
52 - CONTRACTUAL	17,395.21	9,088.20	8,307.01	47.75%	64,153.59	80,047.08	-15,893.49	-24.77%
53 - GENERAL SERVICES	12,985.65	1,194.40	11,791.25	90.80%	46,434.47	25,952.06	20,482.41	44.11%
54 - MACHINE & EQUIPMENT MAI	25,350.60	3,633.02	21,717.58	85.67%	94,950.06	73,062.56	21,887.50	23.05%
55 - CAPITAL OUTLAY	453,929.73	0.00	453,929.73	100.00%	2,067,825.10	246,384.34	1,821,440.76	88.08%
Department 002 - WATER DISTRIBUTION Total:	515,420.55	25,685.28	489,735.27	95.02%	2,328,641.12	501,249.34	1,827,391.78	78.47%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	14,061.17	13,933.82	127.35	0.91%	104,113.87	88,808.63	15,305.24	14.70%
52 - CONTRACTUAL	6,596.68	6,532.66	64.02	0.97%	67,447.46	14,637.58	52,809.88	78.30%
53 - GENERAL SERVICES	788.86	94.96	693.90	87.96%	6,062.95	7,163.67	-1,100.72	-18.15%
54 - MACHINE & EQUIPMENT MAI	-735.30	3,245.29	-3,980.59	-541.36%	76,591.08	67,849.55	8,741.53	11.41%
Department 003 - CUSTOMER SERVICE Total:	20,711.41	23,806.73	-3,095.32	-14.94%	254,215.36	178,459.43	75,755.93	29.80%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	17,259.99	16,777.76	482.23	2.79%	141,788.71	132,575.69	9,213.02	6.50%
52 - CONTRACTUAL	219.77	117.98	101.79	46.32%	8,655.81	48,290.80	-39,634.99	-457.90%
53 - GENERAL SERVICES	737.74	446.97	290.77	39.41%	6,757.70	6,646.77	110.93	1.64%
54 - MACHINE & EQUIPMENT MAI	6,941.27	2,522.52	4,418.75	63.66%	22,861.20	67,244.33	-44,383.13	-194.14%

Prior-Year Comparative Income Statement

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Categor...	2022-2023		2023-2024		April Variance		YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
55 - CAPITAL OUTLAY	829,311.26	30,504.00	798,807.26	96.32%	892,265.42	5,144,427.67	-4,252,162.25	-476.56%
Department 011 - WASTEWATER COLLECTION Total:	854,470.03	50,369.23	804,100.80	94.11%	1,072,328.84	5,399,185.26	-4,326,856.42	-403.50%
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	98,492.04	94,071.12	4,420.92	4.49%	636,935.64	672,931.34	-35,995.70	-5.65%
54 - MACHINE & EQUIPMENT MAI	2,404.70	775.00	1,629.70	67.77%	156,889.03	13,930.27	142,958.76	91.12%
55 - CAPITAL OUTLAY	0.00	43,980.00	-43,980.00	0.00%	0.00	43,980.00	-43,980.00	0.00%
Department 012 - WASTEWATER TREATMENT Total:	100,896.74	138,826.12	-37,929.38	-37.59%	793,824.67	730,841.61	62,983.06	7.93%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	7,059.60	7,436.52	-376.92	-5.34%	51,608.19	49,662.66	1,945.53	3.77%
52 - CONTRACTUAL	4,472.68	4,776.96	-304.28	-6.80%	80,207.77	45,073.91	35,133.86	43.80%
53 - GENERAL SERVICES	19,140.42	29,807.34	-10,666.92	-55.73%	140,561.73	226,050.10	-85,488.37	-60.82%
54 - MACHINE & EQUIPMENT MAI	265.00	265.00	0.00	0.00%	25,083.23	1,855.00	23,228.23	92.60%
Department 020 - BILLING & COLLECTION Total:	30,937.70	42,285.82	-11,348.12	-36.68%	297,460.92	322,641.67	-25,180.75	-8.47%
Department: 901 - NON-DEPARTMENTAL								
52 - CONTRACTUAL	53,932.31	58,388.88	-4,456.57	-8.26%	426,435.74	460,851.89	-34,416.15	-8.07%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	141.70	577.39	-435.69	-307.47%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	2,303,309.64	2,316,746.52	-13,436.88	-0.58%
59 - TRANSFER	1,501,863.00	0.00	1,501,863.00	100.00%	1,501,863.00	1,608,217.00	-106,354.00	-7.08%
Department 901 - NON-DEPARTMENTAL Total:	1,555,795.31	58,388.88	1,497,406.43	96.25%	4,231,750.08	4,386,392.80	-154,642.72	-3.65%
Expense Total:	3,277,714.30	498,727.73	2,778,986.57	84.78%	15,028,541.83	13,500,524.55	1,528,017.28	10.17%
Fund 02 Surplus (Deficit):	-2,220,003.93	465,909.09	2,685,913.02	120.99%	-7,816,723.47	-6,168,542.70	1,648,180.77	21.09%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023	2023-2024	April Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	April Activity	April Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	111,566.32	127,527.51	15,961.19	14.31%	700,351.90	786,354.94	86,003.04	12.28%
45 - OTHER REVENUE	7,368.37	9,590.02	2,221.65	30.15%	1,233,924.30	71,287.29	-1,162,637.01	-94.22%
Revenue Total:	118,934.69	137,117.53	18,182.84	15.29%	1,934,276.20	857,642.23	-1,076,633.97	-55.66%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	21,134.49	23,686.12	-2,551.63	-12.07%	165,824.50	176,322.84	-10,498.34	-6.33%
52 - CONTRACTUAL	13,967.18	4,707.92	9,259.26	66.29%	94,763.94	47,834.84	46,929.10	49.52%
53 - GENERAL SERVICES	13,675.49	10,564.78	3,110.71	22.75%	94,713.17	75,319.93	19,393.24	20.48%
54 - MACHINE & EQUIPMENT MAI	12,141.70	6,241.48	5,900.22	48.59%	70,308.15	89,370.50	-19,062.35	-27.11%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	1,189,831.07	46,608.09	1,143,222.98	96.08%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	196,619.67	196,619.67	0.00	0.00%
59 - TRANSFER	76,432.00	0.00	76,432.00	100.00%	76,432.00	96,642.00	-20,210.00	-26.44%
Department 030 - LANDFILL Total:	137,350.86	45,200.30	92,150.56	67.09%	1,888,492.50	728,717.87	1,159,774.63	61.41%
Expense Total:	137,350.86	45,200.30	92,150.56	67.09%	1,888,492.50	728,717.87	1,159,774.63	61.41%
Fund 03 Surplus (Deficit):	-18,416.17	91,917.23	110,333.40	599.11%	45,783.70	128,924.36	83,140.66	181.59%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023		April Variance		2022-2023		YTD Variance	
	April Activity	2023-2024 April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2023-2024 YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 04 - AIRPORT FUND								
Revenue								
43 - INTERGOVERNMENTAL	0.00	7,143.94	7,143.94	0.00%	0.00	7,143.94	7,143.94	0.00%
44 - CHARGES FOR SERVICES	8,369.40	8,297.76	-71.64	-0.86%	86,483.36	86,515.63	32.27	0.04%
45 - OTHER REVENUE	0.00	0.00	0.00	0.00%	0.00	2,850.00	2,850.00	0.00%
49 - TRANSFER	297,325.00	0.00	-297,325.00	-100.00%	297,325.00	77,091.00	-220,234.00	-74.07%
Revenue Total:	305,694.40	15,441.70	-290,252.70	-94.95%	383,808.36	173,600.57	-210,207.79	-54.77%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	887.78	5,642.14	-4,754.36	-535.53%	5,507.74	41,059.12	-35,551.38	-645.48%
52 - CONTRACTUAL	5,270.08	2,865.67	2,404.41	45.62%	33,666.66	41,732.85	-8,066.19	-23.96%
53 - GENERAL SERVICES	266.87	9.59	257.28	96.41%	266.87	624.66	-357.79	-134.07%
54 - MACHINE & EQUIPMENT MAI	366.06	5,577.24	-5,211.18	-1,423.59%	9,386.78	16,025.91	-6,639.13	-70.73%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	15,728.25	-15,728.25	0.00%
Department 040 - AIRPORT Total:	6,790.79	14,094.64	-7,303.85	-107.56%	48,828.05	115,170.79	-66,342.74	-135.87%
Expense Total:	6,790.79	14,094.64	-7,303.85	-107.56%	48,828.05	115,170.79	-66,342.74	-135.87%
Fund 04 Surplus (Deficit):	298,903.61	1,347.06	-297,556.55	-99.55%	334,980.31	58,429.78	-276,550.53	-82.56%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	7,726.10	13,449.47	5,723.37	74.08%
44 - CHARGES FOR SERVICES	83,313.61	83,503.06	189.45	0.23%	585,259.60	582,692.48	-2,567.12	-0.44%
45 - OTHER REVENUE	3,090.18	3,705.79	615.61	19.92%	20,005.41	35,675.72	15,670.31	78.33%
Revenue Total:	86,403.79	87,208.85	805.06	0.93%	612,991.11	631,817.67	18,826.56	3.07%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	2,260.02	2,290.00	-29.98	-1.33%	105,259.25	46,947.83	58,311.42	55.40%
54 - MACHINE & EQUIPMENT MAI	18,500.00	0.00	18,500.00	100.00%	29,110.12	800.00	28,310.12	97.25%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	22,600.00	-22,600.00	0.00%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	603.79	675.00	-71.21	-11.79%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	402,561.00	406,640.00	-4,079.00	-1.01%
59 - TRANSFER	228,491.00	0.00	228,491.00	100.00%	228,491.00	265,727.00	-37,236.00	-16.30%
Department 050 - STORM WATER DRAINAGE Total:	249,251.02	2,290.00	246,961.02	99.08%	766,025.16	743,389.83	22,635.33	2.95%
Expense Total:	249,251.02	2,290.00	246,961.02	99.08%	766,025.16	743,389.83	22,635.33	2.95%
Fund 05 Surplus (Deficit):	-162,847.23	84,918.85	247,766.08	152.15%	-153,034.05	-111,572.16	41,461.89	27.09%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	52,845.83	66,606.05	13,760.22	26.04%	385,861.91	408,289.11	22,427.20	5.81%
44 - CHARGES FOR SERVICES	7,400.00	4,000.00	-3,400.00	-45.95%	9,800.00	10,450.00	650.00	6.63%
45 - OTHER REVENUE	4,266.85	6,439.01	2,172.16	50.91%	24,290.55	44,326.27	20,035.72	82.48%
Revenue Total:	64,512.68	77,045.06	12,532.38	19.43%	419,952.46	463,065.38	43,112.92	10.27%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	5,080.16	5,591.86	-511.70	-10.07%	36,770.96	38,953.49	-2,182.53	-5.94%
52 - CONTRACTUAL	8,425.83	1,070.30	7,355.53	87.30%	56,095.41	66,286.53	-10,191.12	-18.17%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	542.61	412.98	129.63	23.89%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	99,552.50	101,350.00	-1,797.50	-1.81%
58 - GRANT DISBURSEMENTS	27,539.47	25,262.87	2,276.60	8.27%	126,662.71	53,687.00	72,975.71	57.61%
Department 070 - TOURISM Total:	41,045.46	31,925.03	9,120.43	22.22%	319,624.19	260,690.00	58,934.19	18.44%
Expense Total:	41,045.46	31,925.03	9,120.43	22.22%	319,624.19	260,690.00	58,934.19	18.44%
Fund 07 Surplus (Deficit):	23,467.22	45,120.03	21,652.81	92.27%	100,328.27	202,375.38	102,047.11	101.71%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	1,479.58	2,264.45	784.87	53.05%	260,647.62	299,225.00	38,577.38	14.80%
45 - OTHER REVENUE	254.89	110.55	-144.34	-56.63%	1,628.26	867.67	-760.59	-46.71%
49 - TRANSFER	823,850.00	0.00	-823,850.00	-100.00%	823,850.00	0.00	-823,850.00	-100.00%
Revenue Total:	825,584.47	2,375.00	-823,209.47	-99.71%	1,086,125.88	300,092.67	-786,033.21	-72.37%
Expense								
Department: 080 - DEBT SERVICE								
56 - BANK CHARGES	300.00	300.00	0.00	0.00%	300.00	300.00	0.00	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	900,050.00	917,175.00	-17,125.00	-1.90%
Department 080 - DEBT SERVICE Total:	300.00	300.00	0.00	0.00%	900,350.00	917,475.00	-17,125.00	-1.90%
Expense Total:	300.00	300.00	0.00	0.00%	900,350.00	917,475.00	-17,125.00	-1.90%
Fund 08 Surplus (Deficit):	825,284.47	2,075.00	-823,209.47	-99.75%	185,775.88	-617,382.33	-803,158.21	-432.33%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	4,308.75	1,982.50	-2,326.25	-53.99%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	1,134,262.95	1,013,328.55	-120,934.40	-10.66%
44 - CHARGES FOR SERVICES	0.00	0.00	0.00	0.00%	3,090.63	0.00	-3,090.63	-100.00%
45 - OTHER REVENUE	172,948.44	36,059.41	-136,889.03	-79.15%	334,472.69	222,908.73	-111,563.96	-33.36%
49 - TRANSFER	1,384,897.00	0.00	-1,384,897.00	-100.00%	1,384,897.00	1,416,292.00	31,395.00	2.27%
Revenue Total:	1,557,845.44	36,059.41	-1,521,786.03	-97.69%	2,861,032.02	2,654,511.78	-206,520.24	-7.22%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	9,860.00	665,839.80	-655,979.80	-6,652.94%	1,209,042.76	1,586,565.28	-377,522.52	-31.22%
Department 402 - STREET MAINTENANCE Total:	9,860.00	665,839.80	-655,979.80	-6,652.94%	1,209,042.76	1,586,565.28	-377,522.52	-31.22%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	988,984.00	0.00	988,984.00	100.00%
Department 501 - PARKS & RECREATION Total:	0.00	0.00	0.00	0.00%	988,984.00	0.00	988,984.00	100.00%
Expense Total:	9,860.00	665,839.80	-655,979.80	-6,652.94%	2,198,026.76	1,586,565.28	611,461.48	27.82%
Fund 10 Surplus (Deficit):	1,547,985.44	-629,780.39	-2,177,765.83	-140.68%	663,005.26	1,067,946.50	404,941.24	61.08%

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	190.97	197.63	6.66	3.49%	1,520.22	1,710.76	190.54	12.53%
45 - OTHER REVENUE	34.98	52.61	17.63	50.40%	200.26	347.58	147.32	73.56%
Revenue Total:	225.95	250.24	24.29	10.75%	1,720.48	2,058.34	337.86	19.64%
Fund 11 Total:	225.95	250.24	24.29	10.75%	1,720.48	2,058.34	337.86	19.64%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023	2023-2024	April Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	April Activity	April Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	1,016.61	1,300.05	283.44	27.88%	6,924.11	8,473.15	1,549.04	22.37%
45 - OTHER REVENUE	92.58	169.30	76.72	82.87%	511.91	1,089.47	577.56	112.82%
Revenue Total:	1,109.19	1,469.35	360.16	32.47%	7,436.02	9,562.62	2,126.60	28.60%
Fund 12 Total:	1,109.19	1,469.35	360.16	32.47%	7,436.02	9,562.62	2,126.60	28.60%

Prior-Year Comparative Income Statement

For the Period Ending 04/

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	3,369.07	7,280.60	3,911.53	116.10%
45 - OTHER REVENUE	383.75	253.90	-129.85	-33.84%	2,238.29	1,744.32	-493.97	-22.07%
Revenue Total:	383.75	253.90	-129.85	-33.84%	5,607.36	9,024.92	3,417.56	60.95%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	900.00	635.00	265.00	29.44%
Department 130 - PUBLIC SAFETY Total:	0.00	0.00	0.00	0.00%	900.00	635.00	265.00	29.44%
Expense Total:	0.00	0.00	0.00	0.00%	900.00	635.00	265.00	29.44%
Fund 13 Surplus (Deficit):	383.75	253.90	-129.85	-33.84%	4,707.36	8,389.92	3,682.56	78.23%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023	2023-2024	April Variance		2022-2023	2023-2024	YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	34,659.47	148,572.20	113,912.73	328.66%	384,697.63	431,617.67	46,920.04	12.20%
45 - OTHER REVENUE	1,265.61	4,931.98	3,666.37	289.69%	11,810.71	32,164.87	20,354.16	172.34%
49 - TRANSFER	133,917.00	0.00	-133,917.00	-100.00%	133,917.00	0.00	-133,917.00	-100.00%
Revenue Total:	169,842.08	153,504.18	-16,337.90	-9.62%	530,425.34	463,782.54	-66,642.80	-12.56%
Expense								
Department: 205 - TAX INCREMENT FINANCING								
59 - TRANSFER	823,850.00	0.00	823,850.00	100.00%	823,850.00	0.00	823,850.00	100.00%
Department 205 - TAX INCREMENT FINANCING Total:	823,850.00	0.00	823,850.00	100.00%	823,850.00	0.00	823,850.00	100.00%
Expense Total:	823,850.00	0.00	823,850.00	100.00%	823,850.00	0.00	823,850.00	100.00%
Fund 20 Surplus (Deficit):	-654,007.92	153,504.18	807,512.10	123.47%	-293,424.66	463,782.54	757,207.20	258.06%

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2024

Item 16.

Categor...	2022-2023		2023-2024		April Variance		YTD Variance	
	April Activity	April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 79 - SEDA								
Revenue								
40 - TAXES	55,670.58	55,769.62	99.04	0.18%	440,074.09	450,931.61	10,857.52	2.47%
45 - OTHER REVENUE	4,308.63	4,828.27	519.64	12.06%	28,265.14	35,743.97	7,478.83	26.46%
Revenue Total:	59,979.21	60,597.89	618.68	1.03%	468,339.23	486,675.58	18,336.35	3.92%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	30,310.66	29,878.28	432.38	1.43%	175,331.03	182,295.07	-6,964.04	-3.97%
52 - CONTRACTUAL	11,453.31	7,627.29	3,826.02	33.41%	50,327.39	44,937.41	5,389.98	10.71%
53 - GENERAL SERVICES	255.25	955.57	-700.32	-274.37%	5,247.84	3,667.34	1,580.50	30.12%
54 - MACHINE & EQUIPMENT MAINTENANCE	836.06	30.00	806.06	96.41%	2,016.03	2,194.01	-177.98	-8.83%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	118.69	-118.69	0.00%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	60.72	0.00	60.72	100.00%
58 - GRANT DISBURSEMENTS	0.00	2,717.73	-2,717.73	0.00%	191,738.71	93,417.11	98,321.60	51.28%
59 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	30,000.00	-30,000.00	0.00%
Department 790 - SEDA Total:	42,855.28	41,208.87	1,646.41	3.84%	424,721.72	356,629.63	68,092.09	16.03%
Expense Total:	42,855.28	41,208.87	1,646.41	3.84%	424,721.72	356,629.63	68,092.09	16.03%
Fund 79 Surplus (Deficit):	17,123.93	19,389.02	2,265.09	13.23%	43,617.51	130,045.95	86,428.44	198.15%
Total Surplus (Deficit):	-784,295.63	410,349.30	1,194,644.93	152.32%	-2,988,401.42	899,028.93	3,887,430.35	130.08%

Fund Summary

Fund	2022-2023		April Variance		2022-2023		YTD Variance	
	April Activity	2023-2024 April Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2023-2024 YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-443,503.94	173,975.74	617,479.68	139.23%	3,887,425.97	5,725,010.73	1,837,584.76	47.27%
02 - WATER AND WASTEWA...	-2,220,003.93	465,909.09	2,685,913.02	120.99%	-7,816,723.47	-6,168,542.70	1,648,180.77	21.09%
03 - SANITARY LANDFILL FU...	-18,416.17	91,917.23	110,333.40	599.11%	45,783.70	128,924.36	83,140.66	181.59%
04 - AIRPORT FUND	298,903.61	1,347.06	-297,556.55	-99.55%	334,980.31	58,429.78	-276,550.53	-82.56%
05 - STORM WATER DRAINA...	-162,847.23	84,918.85	247,766.08	152.15%	-153,034.05	-111,572.16	41,461.89	27.09%
07 - HOTEL OCCUPANCY TAX ...	23,467.22	45,120.03	21,652.81	92.27%	100,328.27	202,375.38	102,047.11	101.71%
08 - DEBT SERVICE FUND	825,284.47	2,075.00	-823,209.47	-99.75%	185,775.88	-617,382.33	-803,158.21	-432.33%
10 - CAPITAL PROJECTS FUND	1,547,985.44	-629,780.39	-2,177,765.83	-140.68%	663,005.26	1,067,946.50	404,941.24	61.08%
11 - CHILD SAFETY FUND	225.95	250.24	24.29	10.75%	1,720.48	2,058.34	337.86	19.64%
12 - COURT TECHNOLOGY F...	1,109.19	1,469.35	360.16	32.47%	7,436.02	9,562.62	2,126.60	28.60%
13 - PUBLIC SAFETY FUND	383.75	253.90	-129.85	-33.84%	4,707.36	8,389.92	3,682.56	78.23%
20 - TAX INCREMENT FINANC...	-654,007.92	153,504.18	807,512.10	123.47%	-293,424.66	463,782.54	757,207.20	258.06%
79 - SEDA	17,123.93	19,389.02	2,265.09	13.23%	43,617.51	130,045.95	86,428.44	198.15%
Total Surplus (Deficit):	-784,295.63	410,349.30	1,194,644.93	152.32%	-2,988,401.42	899,028.93	3,887,430.35	130.08%



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, May 07, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, May 07, 2024, 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 Justin Haschke
- Council Member Lon Reisman
- Council Member Bob Newby
- Council Member Maddie Smith
- Council Member David Baskett
- Council Member Brandon Greenhaw
- Council Member Mark McClinton

COUNCIL ABSENT: Council Member LeAnn Durfey

OTHERS ATTENDING:

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

CALL TO ORDER

Mayor Pro-Tem Mark McClinton called the Regular City Council Meeting to order at 5:30 PM.

PLEDGES OF ALLEGIANCE

Council Member Justin Haschke led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Worth Mays with Erath County Cowboy Church led the invocation.

CITIZENS GENERAL DISCUSSION

Bruce Delater, 1595 Glenwood Drive, addressed Council regarding Industrial Zoning.

REGULAR AGENDA

Consider Approval of Mural on City Owned Property

Amelia Finney, member of an 8th grade Girl Scout troop in Stephenville, presented a mural opportunity to be painted on the retaining wall on the Bosque River Trail.

MOTION by Justin Haschke, second by Mark McClinton, to approve the painting of the mural as presented. MOTION CARRIED unanimously.

Consider Approval of Resolution Renaming Harbin Drive

City Manager Jason King presented this item to City Council.

Tarleton State University President, Dr. James Hurley, submitted a request to rename Harbin Drive to University Drive.

MOTION by Justin Haschke, second by Mark McClinton, to approve Resolution 2024-R-07 renaming Harbin Drive to University Drive. MOTION CARRIED unanimously.

PUBLIC HEARING

The City Council of the City of Stephenville is Considering the Voluntary Annexation of a Property in Response to a Petition Requesting Annexation by Area Landowners for a Tract of Land, being 92.159 Acres in the Menefee Jarrett Survey, Abstract No. A0520 Located within the City's Extraterritorial Jurisdiction

Director of Development Services Steve Killen presented this item.

No one addressed the Council regarding this matter.

The Mayor opened a Public Hearing for the Voluntary Annexation at hand at 5:52 PM

No one addressed the Council regarding this matter.

The Public Hearing closed at 5:52 PM.

Consider Approval of Ordinance Annexing a 92.159 acre tract of land in the Jarrett Menefee Survey, Abstract No. A0520, located within the City's Extraterritorial Jurisdiction

MOTION by Mark McClinton, by Justin Haschke, to approve Ordinance No. 2024-O-11 as presented. MOTION CARRIED unanimously.

Consider Approval of Release of Pipeline Easement and 20 Foot Sanitary Sewer Easement in William Motley Survey, Abstract 515 of City of Stephenville, Erath County, Texas

MOTION by Mark McClinton, second by David Baskett, to approve the Release of the Pipeline Easement and 20 Foot Sanitary Sewer Easement in William Motley Survey, Abstract 515. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

1. CASE NO.: RZ2024-003

Applicant Chad Williams is Requesting a Rezone of Property Located at 1709 W. Groesbeck, Parcel R33605, being BLOCK 8, LOT 19 of the South Side Addition to the City of Stephenville, Erath County, Texas from Industrial (IND) to Single Family Residential District (R-1.5)

Director of Development Services Steve Killen presented this item.

The applicant is requesting a rezone to Single Family Residential (R-1.5) which will allow him to re-purpose the existing dwelling into a residential home. The property has current zoning of IND,

Industrial, with Future Land Use designated as Single family. The requested zoning to R-1.5 permits single-family homes to be built on lots with dimensions of 50x100. This parcel is roughly 55x150. Mr. Williams is proposing a 1,596-sf home.

The Planning and Zoning Commission convened on April 17, 2024, and by a unanimous vote, recommended the City Council approve the rezoning request.

2. PUBLIC HEARING

Case No.: RZ2024-003

The Mayor opened a Public Hearing for Case No. RZ2024-003 at 5:56 PM.

No one spoke in favor of the rezone.

Bruce Delater, 1595 Glenwood Drive, spoke regarding Industrial Zoning.

The Public Hearing closed at 5:57 PM.

3. Consider Approval of an Ordinance Rezoning the Property Located at 1709 W. Groesbeck, Parcel R33605, being BLOCK 8, LOT 19 of the SOUTH SIDE ADDITION to the City of Stephenville, Erath County, Texas from Industrial (IND) to Single Family Residential District (R-1.5)

MOTION by Justin Haschke, second by Bob Newby, to approve Ordinance No. 2024-O-12 Rezoning the Property Located at 1709 W. Groesbeck as presented.

TOURISM AND VISITORS BUREAU COMMITTEE

LeAnn Durfey, Chair

4. Tourism and Visitors Bureau Committee Report from April 16, 2024

Tourism and Visitors Bureau Manager Michaela Bierman gave the Tourism & Visitors Bureau Committee Report from April 16, 2024.

HOT Funds Application – National Rambouillet Show & Sale

A representative of the National Rambouillet Show & Sale, Lee Munz, presented the HOT Funds Application to Council requesting \$5,000.

This event will take place June 17-22, 2024, at the Tarleton State University Animal Plant Science Center and APSC Arena. There is an expected attendance of 150 people from all over the country, all staying in local hotel establishments for 4-5 nights, and a room block of 30 rooms is reserved at the LaQuinta. If approved, the HOT Funds granted would be used to pay for the facility and advertising.

Councilwoman Durfey made the motion to forward the HOT Funds Application to full council with a positive recommendation. Passed unanimously.

HOT Funds Application – Stephenville Music Club

A representative of the Stephenville Music Club, Elaine Smith, presented the HOT Funds Application to Council requesting \$6,000.

This event will take place November 8-9, 2024, at the Stephenville Rec Hall and First Baptist Church. The expected attendance is 200, with about 10 people staying in local hotels. If approved, the HOT Funds granted would be used to fund musical talent, advertising, food for the event, etc.

Councilwoman Durfey made the motion to deny the HOT Funds request, Maddie Smith seconded. All in favor to move to Council with recommendation to deny request.

5. Consider Approval of National Rambouillet Show HOT Funds Application

MOTION by Mark McClinton, second by Brandon Greenhaw, to approve the HOT Funds Application in the amount of \$5000 as requested by the National Rambouillet Show & Sale. MOTION CARRIED unanimously.

6. Consider Approval of Stephenville Music Club's Joyful Noise Gospel Music Fest HOT Funds Application

MOTION by David Baskett, second by Bob Newby, to deny the HOT Funds Application submitted by the Stephenville Music Club's Joyful Noise Gospel Music Fest. MOTION CARRIED unanimously.

PARKS AND LEISURE SERVICES COMMITTEE

Lonn Reisman, Chair

7. Parks and Leisure Services Committee Report from April 16, 2024

Parks and Leisure Services Director Daron Trussell gave the Parks and Leisure Services Committee report from April 16, 2024.

The City Council Parks and Leisure Services Committee convened on April 16, 2024, and staff presented an agreement for architecture and design services from La Terra Studio for \$450,000.00 for the development of NYC Field 3.

MOTION by Lonn Reisman, second by David Baskett, to send a positive recommendation of the Landscape Architecture Agreement with La Terra Studio to full Council. MOTION CARRIED unanimously.

8. Consider Approval of Landscape Architecture Agreement with La Terra Studio

MOTION by Justin Haschke, second by Brandon Greenhaw, to approve the Landscape Architecture Agreement with La Terra Studio as presented. MOTION CARRIED unanimously.

PUBLIC WORKS COMMITTEE

Mark McClinton, Chair

9. Public Works Committee Report for April 16, 2024

Public Works Director Nick Williams gave the Public Works Committee Report for April 16, 2024.

Agenda Item 4: Review Professional Services Amendment for Landfill Limited Scope Permit Amendment

An amendment to the professional services agreement with Biggs and Mathews Environmental, Inc. was presented for the final portion of engineering services to amend the Stephenville Landfill's state permit and extend the life of the facility for over one million cubic feet of airspace. It was noted the professional services were anticipated, and the FY23-24 budget allocated \$50,000 specifically for this project.

Following discussion, a motion was made by Mr. Haschke, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve the agreement amendment as presented.

The committee voted unanimously to forward a positive recommendation to the full council to approve the agreement amendment with Biggs and Mathews, Inc. as presented.

Agenda Item 5: Review Harbin Drive Proposed Change Order No. 8 for Medians

Options to place irrigated sod, plain concrete, or brick-stamped concrete in the medians of Harbin Drive, as a part of the Harbin Drive Improvements Project, were presented. Placing colored and brick-stamped concrete in all sections of medians was estimated at \$591,770. Using the colored and brick-stamped concrete in only larger sections of medians was estimated at \$457,870. It was also noted that sod with irrigation could be placed, with a cost of \$176,500, but would require perpetual maintenance.

Following discussion, a motion was made by Mr. Haschke, seconded by Mrs. Durfey, to forward a positive recommendation to the full council to approve option 1 to place colored and brick-stamped concrete in all median sections as presented.

The committee voted 3:1, with Mr. McClinton as the dissenting vote, in favor of forwarding a positive recommendation to the full council to approve a Change Order to place colored and brick stamped concrete in the Harbin Drive medians for \$591,770 as presented.

10. Consider Approval of Professional Services Amendment for Landfill Limited Scope Permit Amendment

MOTION by Mark McClinton, second by David Baskett, to approve the Professional Services Amendment for Landfill Limited Scope Permit Amendment as presented. MOTION CARRIED unanimously.

11. Consider Approval of Median Improvements Along Harbin Drive

MOTION by Mark McClinton, second by Lonni Reisman, to approve Change Order No. 8 for the median improvements along Harbin Drive as presented. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

12. Monthly Budget Report for the Period Ending March 31, 2024

City Manager Jason King presented the Monthly Budget Report for Monica Harris.

In reviewing the financial statements ending March 31st, 2024, the financial indicators are overall as or better than anticipated.

PROPERTY TAX COLLECTIONS: We received \$94K in property taxes in the month of March, resulting in a \$256K increase over the funds collected last fiscal year to date. The amount collected is 99% of the \$7.3 million budget, which is \$88K more than anticipated.

SALES AND USE TAX: We received \$767K in sales tax in March, resulting in \$153K or 3% more than the funds collected last fiscal year to date. The amount collected is 53% of the \$9.4 million budget, which is \$412K higher than anticipated.

REVENUE BY FUND: Of the \$28 million revenue received to date, 59% was received in the General Fund, 23% was received in the Water/Wastewater Fund, 9% was received in the Capital Projects Fund and 3% was received in the Landfill Fund.

REVENUE (BUDGET VS. ACTUAL): We received 63% of the total budgeted revenues through March, which is \$3.2 million more than anticipated due to taxes, building permits, intergovernmental, charges for services, and investment income.

REVENUE (PRIOR YEAR COMPARISON): We received \$3.4K more revenue through March than last fiscal year to taxes, intergovernmental, charges for services, and transfers which were posted earlier this year than last year.

EXPENDITURES BY FUND: Of the \$27.8 million spent to date, 47% was expended in the Water/Wastewater Fund, 40% was expended in the General Fund, 3% was expended in the Capital Projects Fund, 3% was expended in the Debt Service Fund, 3% was expended in the Storm Fund and 3% was expended in the Landfill Fund.

EXPENDITURES (BUDGET VS. ACTUAL): We have expended 35% of the total budgeted expenditures through March, which is \$12.2 million less than anticipated due to personnel, general services, machine & equipment maintenance, and capital outlay.

EXPENDITURES (PRIOR YEAR COMPARISON): We spent \$784K more in expenditures through March than last fiscal year to date due to personnel and transfers which were posted earlier this year than last year.

SEDA REVENUE COMPARISON: SEDA has received an overall 57% of budgeted revenue through March, which is \$20K more than last fiscal year to date and \$66K more than anticipated due to taxes and interest income.

SEDA EXPENDITURE COMPARISON: SEDA has spent an overall 18% of budgeted expenditures through March, which is \$66K less than last fiscal year to date due to grant disbursements and \$553K less than anticipated due to contractual, capital outlay, and grant disbursements.

13. Quarterly Investment Report for the Period Ending March 31, 2024

City Manager Jason King presented the Quarterly Investment Report for Monica Harris.

The City of Stephenville's total market value of cash and investments on March 31, 2024, was \$56,213,234. This is allocated 6% in demand accounts, 1% in cash/money market accounts, 3% in Certificates of Deposits, 43% in TexStar investment pool, and 47% in TexPool investment pool.

We earned \$724K in interest for the quarter. The average yield to maturity for all account types for the quarter was 5.04%. The average yield to maturity for investment accounts for the quarter was 5.29%. The average yield to maturity for a 3-month treasury bill for the quarter was 5.23%. The weighted average maturity in days of the portfolio was 5.29 days.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

SEDA Executive Director Jeff Sandford gave a brief recap on this day in history and current events. Mr. Sandford gave updates on several SEDA projects including the first class of the SEDA Career Club.

CONSENT AGENDA

- 14. Consider Approval of Regular City Council Minutes from April 2, 2024**
- 15. Consider Approval of Public Safety Radio System Maintenance Service Agreement**
- 16. Consider Approval of Consulting Agreement with HUB International**

MOTION by Mark McClinton, second by Maddie Smith, to approve Consent Agenda items as listed.
MOTION CARRIED unanimously.

GENERAL ELECTION

17. Comments from Outgoing Council Members

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

18. Canvass Results of the May 4, 2024 General Election

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

19. Consider Approval of a Resolution Canvassing the Returns and Declaring the Results of the May 4, 2024 General Election

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

20. Administer Oaths of Office to Newly Elected Council Members

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

21. Comments from Newly Elected Council Members

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

22. Election of Mayor Pro-Tem

This item was pulled from the agenda until the Erath County Clerk's Office and the Ballot Board can reconvene.

COMMENTS BY CITY MANAGER

City Manager Jason King announced there will be a Special City Council Meeting May 14 at 5:30 PM to Canvass the 2024 General Election, City offices will be closed May 27 in observance of Memorial Day, and Moo-La Festival is May 31-June 1.

COMMENTS BY COUNCIL MEMBERS

Justin Haschke – It has been a pleasure to serve on the Council. It has been an eye-opening experience. Best of luck to those new council members joining.

Lonn Reisman – Thank you for the proclamation for my retirement.

Bob Newby – expressed gratitude for all council members and city staff he has worked with during his time on City Council.

Maddie Smith – Join us for the Peace Officer Memorial at the Birdsong Amphitheatre May 15 at 7:00 PM. –

- Congratulations to all of the 2024 graduates and happy Mother's Day!
- Thank you to the outgoing Council Members.

David Baskett – thank you to the outgoing Council Members

- Congratulations to the incoming Council Members
- Congratulations to son Gavin for being elected on Student Council

Brandon Greenhaw – thank you to outgoing Council Members

Mark McClinton – Shout out to City Staff willing to go above and beyond.

- Thank you to the other Council Members

- Mostly, thank you to the citizens of Stephenville.

Doug Svien – thank you to the outgoing Council Members

- We have created a Mayor’s Youth Council. There is an application online with the program starting in the fall.
- We have nominated Kenny Weldon for the Brazos River Authority Executive Board.

Mayor Svien recessed the Regular City Council meeting at 6:40 PM and called the meeting into Executive Session at 6:45 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

- 23. Section 551.071 Consultation with Attorney** - to Consult Over a Pending or Contemplated Litigation in Westgate Addition
- 24. Section 551.072 Deliberation Regarding Real Property** - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in **S2600 CITY ADDITION**

Mayor Svien adjourned the Executive Session at 7:11 PM and reconvened the Regular City Council Meeting at 7:12 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

No action was taken on items discussed in Executive Session.

ADJOURN

With no further action, the Mayor adjourned the meeting at 7:12 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



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, May 14, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, May 14, 2024, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Special 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 Lon Reisman
- Council Member Maddie Smith
- Council Member David Baskett
- Council Member Brandon Greenhaw

COUNCIL ABSENT:

- Council Member Justin Haschke
- Council Member Bob Newby
- Council Member Mark McClinton

OTHERS ATTENDING:

- Randy Thomas, City Attorney
- Sarah Lockenour, City Secretary
- Darrell Brown, Director of Administrative Services

CALL TO ORDER

Mayor Svien called the meeting to order at 5:30 PM.

REGULAR AGENDA

1. **Comments from Outgoing Council Members**
No comments were given at this time.
2. **Canvass Results of the May 4, 2024 General Election**

Mayor Svien appointed Lonn Reisman - Chair, LeAnn Durfey, and Maddie Smith to the Canvassing Committee. He recessed the open meeting at 5:30 PM for the Committee to step out to canvass the results from the City's Election held on Saturday, May 4, 2024. The meeting was reconvened at 5:35 PM.

Canvassing Committee Chair Lonn Reisman read the results of the May 7, 2024 General Election Canvass as follows:

Mayor, Doug Svien – 624 votes

City Council Place 2, Gerald Cook – 596 votes

City Council Place 4, Dean Parr – 458 votes

City Council Place 6, David Baskett – 594 votes

City Council Place 8 , Alan Nix – 549 votes

2. Consider Approval of a Resolution Canvassing the Returns and Declaring the Results of the May 4, 2024 General Election

MOTION by Lonn Reisman, second by LeAnn Durfey, to approve Resolution No. 2024-R-08 canvassing the returns and declaring the results of the May 4, 2024 General Election. MOTION CARRIED unanimously.

3. Administer Oaths of Office to Newly Elected Council Members

City Secretary Sarah Lockenour administered the Oaths of Office to the following newly elected Council Members:

Mayor, Doug Svien

City Council Place 4, Dean Parr

City Council Place 6, David Baskett

City Council Place 8, Alan Nix

4. Comments from Newly Elected Council Members

Comments were received from the following newly elected Council Members:

City Council Place 4, Dean Parr

City Council Place 8, Alan Nix

5. Election of Mayor Pro-Tem

MOTION by Maddie Smith, second by Brandon Greenhaw, to elect David Baskett as Mayor Pro-Tem. MOTION CARRIED unanimously.

ADJOURN

Mayor Svien adjourned the Special City Council Meeting at 6:02 PM.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, May 28, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, May 28, 2024, in the City Hall Council Chambers, 298 West Washington Street, for the purpose of a Special 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 Gerald Cook
 - Council Member Lonn Reisman
 - Council Member Dean Parr
 - Council Member Maddie Smith
 - Council Member David Baskettt
 - Council Member Brandon Greenhaw
 - Council Member Alan Nix

COUNCIL ABSENT:

- OTHERS ATTENDING:**
- Jason M. King, City Manager
 - Sarah Lockenour, City Secretary

CALL TO ORDER

Mayor Doug Svien called the Special City Council meeting to order at 5:30 PM.

REGULAR AGENDA

1. Reconsider Approval of Resolution No. 2024-R-07 Renaming Harbin Drive

The following Harbin family members and other citizens addressed Council regarding the renaming of Harbin Drive:

- Melissa Jones Harbin; 328 Whispering Meadows Dr., Hewitt, TX
- Donna Wesson; 1325 Lydia, Stephenville, TX
- Shelly Harbin McMillian; 5171 CR 304, Dublin, TX
- Fredie Guble; 413 Bluebonnet, Stephenville, TX

JP Stephen; 1130 N. Harbin Drive, Stephenville, TX
Bruce Delater; 1595 Glenwood, Stephenville, TX
Karma Watson; 840 N. Harbin Drive, Stephenville, TX
Trisha Pratt; 1485 N. Bates St., Stephenville, TX
Richard Harbin; 16462 CR 163, Stephenville, TX
Ellen Skipper; 1140 N. Harbin Drive, Stephenville, TX

MOTION by David Baskett, second by LeAnn Durfey, to repeal Resolution No. 2024-R-07 Renaming Harbin Drive. MOTION CARRIED unanimously.

ADJOURN

Mayor Svien adjourned the Special City Council meeting at 5:55 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

SUBJECT: Microsoft Software Agreement

DEPARTMENT: Information Technology

STAFF CONTACT: James Wiley

RECOMMENDATION:

Recommend approval of second yearly payment on contract with Microsoft.

BACKGROUND:

This is the contract to use Microsoft software including Windows, SQL Server, Office, etc. The purchase will be made through the reseller Software One through a pre-negotiated Texas Department of Information Resources (DIR) contract number DIR-TSO-4061. The cost for the second year is \$62,370.09, which is approximately \$8,000 less than the budgeted cost.

FISCAL IMPACT SUMMARY:

The cost is \$62,370.09 for the second year of a 3 year commitment of \$190,818.63.

ALTERNATIVES

Do not pay for the Microsoft licensing and lose access to all Microsoft software that the City uses on a daily basis to conduct business.



City of Stephenville
 298 W Washington St
 STEPHENVILLE, TX 76401

Date	06/23/2024
Customer No.	US-SCU-151242
PO No.	US-SCO-1460470
External Document No.	DIR-TSO-4061
Your Reference	Annual Billing Yr 2 (OG)
Account Manager	Phillip Bushman
Your Contact Person	GOV US
E-Mail	gov.us@softwareone.com
Our Tax ID	39-1501504

Proforma Invoice US-SCO-1460470

Invoice Address

City of Stephenville
 298 W Washington St
 STEPHENVILLE, TX 76401

Shipping Address

City of Stephenville
 James Wiley
 298 W Washington St
 STEPHENVILLE, TX 76401

License Address

City of Stephenville
 298 W Washington St
 STEPHENVILLE, TX 76401

Pos. No.	Description	Manufacturer	Disc-Lev.	Format	Start Date	Version	Qty.	Unit Price	Sales Tax	Amount (USD)
Contract DIR-TSO-4061										
EA 85140838										
10	J5U-00004	Azure Monetary Commitment G ShrdSvr Commit Provision			07/01/2023	NON-SPEC/AL				
		Government Monthly Subscription Add Prod			06/30/2026	Non-Specific				
		Microsoft	LEVEL D	SUB	IEA ADD G		1	0.00	0.00	0.00
20	AAA-12417	Core CAL Bridge for Office 365 from SA Platform per User			07/01/2023	NON-SPEC/AL				
		Government Monthly Subscription			06/30/2026	Non-Specific				
		Microsoft	LEVEL D	SUB	IEA GOV		150	15.84	0.00	2,376.00
30	AAA-12415	Core CAL Bridge for Office 365 Platform per User			07/01/2023	NON-SPEC/AL				
		Government Monthly Subscription			06/30/2026	Non-Specific				
		Microsoft	LEVEL D	SUB	IEA GOV		65	18.96	0.00	1,232.40
40	AAA-11924	O365 G3 FSA GCC Sub Per User			07/01/2023	NON-SPEC/AL				
		Government Monthly Subscription			06/30/2026	Non-Specific				
		Microsoft	LEVEL D	SUB	IEA GOV		150	213.17	0.00	31,975.50
50	AAA-11894	O365 G3 GCC Sub Per User			07/01/2023	NON-SPEC/AL				

SoftwareOne, Inc.

320 E Buffalo St, Suite 200
 Milwaukee, WI 53202
 USA

Phone: +800 444 9890
 Fax: +262 317 5554
 Email: info.us@softwareone.com
 Web: www.softwareone.com

*Information about data protection at SoftwareOne and how we may use personal data and your rights are available here: <https://www.softwareone.com/en/privacy-statement>



Proforma Invoice US-SCO-1460470

Pos. No.	Description	Manufacturer	Disc-Lev.	Format	Start Date End Date	Version OS	Qty.	Unit Price	Sales Tax	Amount (USD)
	Government Monthly Subscription	Microsoft	LEVEL D	SUB	06/30/2026	Non-Specific	65	248.15	0.00	16,129.75
60	7NQ-00292	SQL Server Standard Core 2 Lic Core Lic			07/01/2023	NON-SPEC/AL				
	Government 1 Year SA Add Prod	Microsoft	LEVEL D	MNT	06/30/2026	Non-Specific	2	637.80	0.00	1,275.60
70	KV3-00353	Windows Enterprise 3 Per Device Platform			07/01/2023	NON-SPEC/AL				
	Government 1 Year SA	Microsoft	LEVEL D	MNT	06/30/2026	Non-Specific	120	46.14	0.00	5,536.80
80	KV3-00356	Windows Enterprise Platform			07/01/2023	NON-SPEC/AL				
	Government Upgrade License and 1 Year SA Added at Signing	Microsoft	LEVEL D	LIC&MNT	06/30/2026	Non-Specific	30	57.82	0.00	1,734.60
90	9EA-00278	Windows Server DataCenter Core 2 Lic Core Lic			07/01/2023	NON-SPEC/AL				
	Government 1 Year SA Add Prod	Microsoft	LEVEL D	MNT	06/30/2026	Non-Specific	8	125.25	0.00	1,002.00
100	9EM-00270	Windows Server Standard Core 2 Lic Core Lic			07/01/2023	NON-SPEC/AL				
	Government 1 Year SA Add Prod	Microsoft	LEVEL D	MNT	06/30/2026	Non-Specific	8	19.78	0.00	158.24
110	U4S-00002	O365 G1 GCC Sub Per User			07/01/2023	NON-SPEC/AL				
	Government Monthly Subscription	Microsoft	LEVEL D	SUB	06/30/2026	Non-Specific	10	94.92	0.00	949.20
Total USD excl. Tax										62,370.09
Tax										0.00
Total USD incl. Tax										62,370.09

Tax Amount Specification

Tax Identifier	Tax %	Line Amount	Inv. Disc. Base	Inv. Disc. Amount	Tax Base	Tax Amount
	0.00	62,370.09	62,370.09	0.00	62,370.09	0.00
Total		62,370.09	62,370.09	0.00	62,370.09	0.00

Payment Terms: 30 Days net
 Bank Information: HSBC-USD, USA-14203 Buffalo, BLZ , Acc. No.: 000255319
 Rtg. No.: 021001088, SWIFT: MRMDUS33
 View or place within PyraCloud: <https://v1.client.softwareone.com/portal/Orders/DocumentDetail/US/US-SCO-1460470>

SoftwareOne, Inc.

320 E Buffalo St, Suite 200
 Milwaukee, WI 53202
 USA
 Phone: +800 444 9890
 Fax: +262 317 5554
 Email: info.us@softwareone.com
 Web: www.softwareone.com

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STAFF REPORT

SUBJECT: Sale of 2015 Landfill Compactor
MEETING: Council Meeting - 04 JUN 2024
DEPARTMENT: Public Works - Landfill
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval for the sale of the 2015 Tana E320 Landfill compactor to Humdinger Equipment Ltd. for \$100,000.00

BACKGROUND:

The city purchased a Tana E320 landfill compactor in 2015. As demand increased, the city purchased a new, larger compactor and received authorization to sell the Tana compactor in December of 2022. The compactor was placed in an unsuccessful online auction as the single bid of \$80,000 was under value and was declined.

PROPOSAL:

Attached is a formal offer letter from the original equipment supplier, Humdinger Equipment, Ltd. to purchase the compactor for \$100,000 in as is condition.

FISCAL IMPACT SUMMARY:

Finance and the Purchasing Manager have confirmed the city may sell the compactor in accordance with the adopted Purchasing Manual's regulations regarding Disposition of City Property.

ATTACHMENT:

[2022_10-11 – Humdinger Equipment Offer Letter - \\$100,000](#)



3202 CLOVIS ROAD ● LUBBOCK, TX 79415
OFFICE: 806-771-9944 ● TOLL FREE: 888-999-4909

May 29, 2024

Nick Williams, P.E., CFM
Director of Public Works
T: (254) 918-1223
E: nwilliams@stephenvilletx.gov | W: www.stephenvilletx.gov

Mr. Williams,

Humdinger Equipment Ltd. would like to make an official offer for the City's Tana E320 Landfill Compactor. If the offer is accepted, we would be prepared to immediately pick up the unit from the landfill and pay the City within ten (10) business days the full amount of the purchase price. We sent one of our Technical Service Managers to inspect the unit and would only require the City to drive the unit on the drop deck trailer when it arrives to pick up the unit.

Our offering \$100,000 for the unit as is, driven onto the drop deck.

We appreciate your consideration for this offer and are prepared to move forward as soon as the City accepts this offer.

Please contact me with further questions related to this offer.

Sincerely,

Chad Phares
Vice President
806-790-0544

EARTH MOVING • WASTE MGT • RECYCLING



www.humdingerequipment.com



STAFF REPORT

SUBJECT: Approve the Annual Expenditures for AXON All-Inclusive Camera, Evidence Storage and Management and Automated License Plate Reader Service (ALPR).

DEPARTMENT: Police

STAFF CONTACT: Dan M. Harris, Jr.

RECOMMENDATION:

Approve the annual expenditures for AXON All-Inclusive Camera, Evidence Storage and Management, and Automated License Plate Reader Service (ALPR).

BACKGROUND:

In July of 2022 the council approved a five-year contract re-write with Axon Inc. for body cameras, fleet cameras, interview room cameras and digital evidence storage and management. The year 3 payment amount is \$67,215.25. In December of 2023 council approved a contract with Axon Inc for ALPR service. The May 2024 payment amount of \$8,480.70 is due. This payment of \$8,480.70 was not budgeted for but will be paid for with budget savings.

FISCAL IMPACT SUMMARY:

The amount of \$75,695.95 is the annual budgeted amount for these purchases.

ALTERNATIVES

N/A

Invoice



Axon Enterprise Inc.
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
 TIN: 86-0741227
 DUNS Number: 832176382
 UEI Number: TBW7MGPYURM7

Invoice ID: INUS246263
 Date: 01-May-24
 Page: 1 of 2
 Sales Order
 Requisition
 Your Ref: Q-480686,
 Our Ref: , Q-480686,
 Payment: Net 30 days
 Invoice Account: 141848
 Terms of Delivery: FCA

BILL TO
 Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

SHIP TO
 Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
1	1	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA Tax Date 01-May-24 Shipment Date:	14.00	2,230.20	7,805.70
2	1	100159	AXON FLEET 3 - SERVICES - ALPR API INTEGRATION Tax Date 01-May-24 Shipment Date:	1.00	2,700.00	675.00

Sales Amount	8,480.70
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	8,480.70
Amount Received	0.00
Payment Due 31-May-24	BALANCE DUE USD 8,480.70

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246263	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246263	Reference No INUS246263	Tempe, AZ 85283
					Reference No INUS246263

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

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***Tax Note**

Ship-to-address Legend*

1 Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

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Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246263	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246263	Reference No INUS246263	Tempe, AZ 85283
					Reference No INUS246263

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Invoice ID: INUS246402
 Date: 01-May-24
 Page: 1 of 9
 Sales Order
 Requisition
 Your Ref: Q-390730,
 Our Ref: , Q-390730,
 Payment: Net 30 days
 Invoice Account: 141848
 Terms of Delivery: FCA

BILL TO

Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
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 USA

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
1	1	72036	FLEET 3 STANDARD 2 CAMERA KIT Tax Date: 05/09/2023 Shipment Date: 05/12/2023	14.00	0.00	0.00
2	1	73840	AXON EVIDENCE - ECOM LICENSE - BASIC Tax Date: 05/01/2024 Shipment Date:	34.00	900.00	6,120.00
3	1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE Tax Date: 05/01/2024 Shipment Date:	34.00	0.00	0.00
4	1	73746	AXON EVIDENCE - ECOM LICENSE - PRO Tax Date: 05/01/2024 Shipment Date:	14.00	2,340.00	6,552.00
5	1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE Tax Date: 05/01/2024 Shipment Date:	42.00	0.00	0.00
6	1	80464	AXON BODY - TAP WARRANTY - CAMERA Tax Date: 05/01/2024 Shipment Date:	45.00	520.90	4,688.10

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246402	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246402	Reference No INUS246402	Tempe, AZ 85283
					Reference No INUS246402

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Invoice ID: INUS246402
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 Stephenville, TX 76401-3414
 USA

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
7	1	73309	AXON BODY - TAP REFRESH 1 - CAMERA Tax Date: 05/01/2024 Shipment Date:	46.00	551.25	5,071.50
8	1	73310	AXON BODY - TAP REFRESH 2 - CAMERA Tax Date: 05/01/2024 Shipment Date:	46.00	571.33	5,256.24
9	1	80464	AXON BODY - TAP WARRANTY - CAMERA Tax Date: 09/19/2022 Shipment Date: 09/22/2022	1.00	520.90	104.18
10	1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE) Tax Date: 05/01/2024 Shipment Date:	45.00	1,440.00	12,960.00
11	1	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK Tax Date: 05/01/2024 Shipment Date:	6.00	496.93	596.32
12	1	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY Tax Date: 05/01/2024 Shipment Date:	6.00	625.10	750.12

PAYMENT REMITTANCE INFORMATION

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Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246402	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246402	Reference No INUS246402	Tempe, AZ 85283
					Reference No INUS246402

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 USA

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
13	1	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY Tax Date: 05/01/2024 Shipment Date:	6.00	647.97	777.56
14	1	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK Tax Date: 09/19/2022 Shipment Date: 09/22/2022	5.00	233.86	233.86
15	1	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE Tax Date: 05/01/2024 Shipment Date:	14.00	1,015.57	3,138.39
16	1	73391	AXON FLEET 3 - DEPLOYMENT (PER VEHICLE) Tax Date: 05/01/2024 Shipment Date:	14.00	1,015.57	3,138.39
17	1	50041	AXON INTERVIEW - STREAMING SERVER LICENSE - PER SERVER Tax Date: 05/01/2024 Shipment Date:	2.00	1,750.00	700.00

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246402	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246402	Reference No INUS246402	Tempe, AZ 85283
					Reference No INUS246402

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Invoice



Axon Enterprise Inc.
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
 TIN: 86-0741227
 DUNS Number: 832176382
 UEI Number: TBW7MGPYURM7

Invoice ID: INUS246402
 Date: 01-May-24
 Page: 4 of 9
 Sales Order
 Requisition
 Your Ref: Q-390730,
 Our Ref: , Q-390730,
 Payment: Net 30 days
 Invoice Account: 141848
 Terms of Delivery: FCA

BILL TO
 Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

SHIP TO
 Stephenville Police Dept.- TX
 356 N Belknap St
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Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
18	1	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER Tax Date: 05/01/2024 Shipment Date:	1.00	1,750.20	350.04
19	1	73202	AXON BODY 3 - CAMERA - NA10 US BLK RAPIDLOCK Tax Date: 09/19/2022 Shipment Date: 09/22/2022	45.00	195.07	1,755.63
20	1	73202	AXON BODY 3 - CAMERA - NA10 US BLK RAPIDLOCK Tax Date: 09/19/2022 Shipment Date: 09/22/2022	1.00	0.00	0.00
21	1	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2 Tax Date: 09/19/2022 Shipment Date: 09/22/2022	50.00	0.00	0.00
22	1	74211	AXON BODY 3 - DOCK - SINGLE BAY Tax Date: 09/19/2022 Shipment Date: 09/22/2022	5.00	0.00	0.00

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Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS246402	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS246402	Reference No INUS246402	Tempe, AZ 85283
					Reference No INUS246402

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Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
23	1	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA Tax Date: 09/19/2022 Shipment Date: 09/22/2022	5.00	0.00	0.00
24	1	74210	AXON BODY 3 - DOCK - EIGHT BAY Tax Date: 12/07/2022 Shipment Date: 12/12/2022	6.00	0.00	0.00
25	1	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA Tax Date: 12/07/2022 Shipment Date: 12/12/2022	6.00	0.00	0.00
26	1	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK Tax Date: 12/07/2022 Shipment Date: 12/12/2022	6.00	43.90	52.68
27	1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT Tax Date: 05/09/2023 Shipment Date: 05/12/2023	14.00	371.56	1,148.22
28	1	72048	AXON FLEET 3 - SIM INSERTION - ATT Tax Date: 06/14/2023 Shipment Date: 06/14/2023	14.00	12.69	39.22

PAYMENT REMITTANCE INFORMATION

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Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
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					Reference No INUS246402

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Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
29	1	70112	AXON SIGNAL - SIGNAL UNIT Tax Date: 07/19/2023 Shipment Date: 07/24/2023	14.00	236.12	729.67
30	1	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT Tax Date: 07/19/2023 Shipment Date: 06/01/2022	14.00	58.90	182.02
31	1	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY Tax Date: 05/01/2024 Shipment Date:	5.00	150.24	150.24
32	1	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY Tax Date: 05/01/2024 Shipment Date:	5.00	155.91	155.91
33	1	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED Tax Date: 05/01/2024 Shipment Date:	28.00	863.23	5,335.23
34	1	80504	INTERVIEW ROOM STANDARD EVIDENCE.COM LICENSE Tax Date: 05/01/2024 Shipment Date:	4.00	4,140.00	3,312.01

PAYMENT REMITTANCE INFORMATION

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Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
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 USA

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Amount
35	1	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK Tax Date: 09/19/2022 Shipment Date: 09/22/2022	50.00	0.00	0.00
36	1	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL Tax Date: 05/09/2023 Shipment Date: 05/12/2023	14.00	210.73	651.21
37	1	11634	AXON FLEET - CRADLEPOINT IBR900-1200M-B-NPS+5YR NETCLOUD Tax Date: 06/14/2023 Shipment Date: 06/14/2023	14.00	1,057.03	3,266.51

PAYMENT REMITTANCE INFORMATION

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Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
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Sales Amount	67,215.25
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	67,215.25
Amount Received	0.00
BALANCE DUE	USD 67,215.25

Payment Due 31-May-24

PAYMENT REMITTANCE INFORMATION

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 Stephenville, TX 76401-3414
 USA

***Tax Note**

Ship-to-address Legend*

1 Stephenville Police Dept.- TX
 356 N Belknap St
 Stephenville, TX 76401-3414
 USA

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
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Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
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STAFF REPORT

SUBJECT: Consider Approval of Arbitrage Rebate Compliance Services Agreement with Hilltop Securities Asset Management, LLC

DEPARTMENT: Finance

STAFF CONTACT: Monica D. Harris

RECOMMENDATION:

Staff is requesting Council approval of Arbitrage Rebate Compliance Services Agreement with Hilltop Securities Asset Management, LLC.

BACKGROUND:

When debt is issued, proceeds are usually placed in accounts that earn interest until such time as the proceeds are spent. The Internal Revenue Service restricts the amount of interest that may be earned on such proceeds in that the investment yield may not exceed the bond yield. There are exceptions to the yield restrictions. Not following arbitrage rules can make tax exempt bonds become taxable.

FISCAL IMPACT SUMMARY:

The cost for the arbitrage rebate compliance services is \$1,600 per annual calculation period per bond. The anticipated cost for the current calculations is \$16,000. This is a five-year contract with an anticipated annual cost of \$2,400 to \$3,600 for future years. The annual cost is dependent on unspent bond proceeds. We currently have three debt issuances with unspent bond proceeds.

ALTERNATIVES

Not approve the contract.

Form No. 148(f); Revised 02/01/2022

**AGREEMENT FOR
ARBITRAGE REBATE COMPLIANCE SERVICES
BETWEEN
STEPHENVILLE, TEXAS
(Hereinafter Referred to as the “ISSUER”)
AND
HILLTOP SECURITIES ASSET MANAGEMENT, LLC
(Hereinafter Referred to as “HSAM”)**

It is understood and agreed that the Issuer, in connection with the sale and delivery of certain bonds, notes, certificates, or other tax-exempt obligations (the “*Obligations*” or “*Bonds*”), will have the need to determine to what extent, if any, it will be required to rebate certain investment earnings (the amount of such rebate being referred to herein as the “*Arbitrage Amount*”) from the proceeds of the Obligations to the United States of America pursuant to the provisions of Section 148(f)(2) of the Internal Revenue Code of 1986, as amended (the “*Code*”). For purposes of this Agreement, the term “Arbitrage Amount” includes payments made under the election to pay penalty in lieu of rebate for a qualified construction issue under Section 148(f)(4) of the Code.

If it is accepted by the Issuer, this shall become the agreement (the “*Agreement*”) between the Issuer and HSAM and will become effective at the date of its acceptance as provided for herein below.

1. This Agreement shall apply to all issues of tax-exempt Obligations delivered subsequent to the effective date of the rebate requirements under the Code, except for (i) issues which qualify for exceptions to the rebate requirements in accordance with Section 148 of the Code and related Treasury regulations, or (ii) issues excluded by the Issuer in writing in accordance with the further provisions hereof, (iii) new issues effected in a fashion whereby HSAM is unaware of the existence of such issue, (iv) issues in which, for reasons outside the control of HSAM, HSAM is unable to procure the necessary information required to perform such services.

Covenants of Hilltop Securities Asset Management

2. HSAM agrees to provide our professional services in determining the Arbitrage Amount with regard to the Obligations. The Issuer will assume and pay the fee of HSAM as such fee is set out in Appendix A attached hereto. HSAM shall not be responsible for any expenses incurred on behalf of Issuer in connection with providing such professional services, including any costs incident to litigation, mandamus action, test case or other similar legal actions.
3. HSAM agrees to perform the following duties in connection with providing arbitrage rebate compliance services:
 - a. To cooperate fully with the Issuer in reviewing the schedule of investments made by the Issuer with (i) proceeds from the Obligations, and (ii) proceeds of other funds of the Issuer which, under Treasury Regulations Section 1.148, or any successor regulations thereto, are subject to the rebate requirements of the Code;
 - b. To perform, or cause to be performed, consistent with the Code and the regulations promulgated thereunder, calculations to determine the Arbitrage Amount under Section 148(f)(2) of the Code; and
 - c. To provide a report to the Issuer specifying the Arbitrage Amount based upon the investment schedule, the calculations of bond yield and investment yield, and other information deemed relevant by HSAM. In undertaking to provide the services set forth in paragraph 2 and this paragraph 3, HSAM does not assume any responsibility for any record retention requirements which the Issuer may have under the Code or other applicable laws, it being understood that the Issuer shall remain responsible for compliance with any such record retention requirements. HSAM shall maintain Issuer records and work product pursuant to its own internal document retention policy.

Covenants of the Issuer

4. In connection with the performance of the aforesaid duties, the Issuer agrees to the following:
 - a. The fees due to HSAM in providing arbitrage rebate compliance services shall be calculated in accordance with Appendix A attached hereto. The fees will be payable upon delivery of the report prepared by HSAM for each issue of Obligations during the term of this Agreement.
 - b. The Issuer will provide HSAM all information regarding the issuance of the Obligations and the investment of the proceeds therefrom, and any other information necessary in connection with calculating the Arbitrage Amount. HSAM will rely on the information supplied by the Issuer without inquiry, it being understood that HSAM will not conduct an audit or take any other steps to verify the accuracy or authenticity of the information provided by the Issuer.
 - c. The Issuer will notify HSAM in writing of the retirement, prior to the scheduled maturity, of any Obligations included under the scope of this Agreement within 30 days of such retirement. This notification is required to provide sufficient time to comply with Treasury Regulations Section 1.148-3(g) which requires final payment of any Arbitrage Amount within 60 days of the final retirement of the Obligations. In the event the Issuer fails to notify HSAM in a timely manner as provided hereinabove, HSAM shall have no further obligation or responsibility to provide any services under this Agreement with respect to such retired Obligations.

5. In providing the services set forth in this Agreement, it is agreed that HSAM shall not incur any liability for any error of judgment made in good faith by a responsible officer or officers thereof and, except to the limited extent set forth in this paragraph, shall not incur any liability for any other errors or omissions, unless it shall be proved that such error or omission was a result of the gross negligence or willful misconduct of said officer or officers. In the event a payment is assessed by the Internal Revenue Service due to an error by HSAM, the Issuer will be responsible for paying the correct Arbitrage Amount and HSAM's liability shall not exceed the amount of any penalty or interest imposed on the Arbitrage Amount as a result of such error. Additionally, it is understood and agreed that HSAM shall incur no liability for any errors, omissions, or failure to make a timely payment in connection with any IRS Computation Date calculations occurring prior to the effective date of the Initial Agreement with the Issuer, even if the error is discovered after the date of HSAM's engagement.

No Coordination with Private Activity Regulations

6. The purpose of HSAM's engagement is to determine the Arbitrage Amount pursuant to Section 148(f)(2) of the Code. Sections 141-147 of the Code and the related Treasury Regulations set forth requirements with respect to the amount of obligation proceeds that may be used for the benefit of a private person or entity. Treasury Regulations Section 1.141-6(a) requires that allocations of expenditures of obligation proceeds for purposes of computing the Arbitrage Amount must be the same as the allocations of expenditures used to test the private use of projects financed with proceeds of the Obligations.

7. For purposes of calculating the Arbitrage Amount, our calculations assume that the allocation of the expenditures of Obligation proceeds as provided to us are the same for both purposes of Sections 141-147 and Section 148 of the Code. The scope of this engagement does not include procedures to analyze the private use limitations associated with the Obligations.

Obligations Issued Subsequent to Initial Agreement

8. The services contracted for under this Agreement will automatically extend to any additional Obligations (including financing lease obligations) issued during the term of this Agreement if such Obligations are subject to the rebate requirements under Section 148(f)(2) of the Code. In connection with the issuance of additional Obligations, the Issuer agrees to the following:
 - a. The Issuer will notify or cause the notification, in writing, to HSAM of any tax-exempt financing (including financing lease obligations) issued by the Issuer during any calendar year of this Agreement, and will provide HSAM with such information regarding such Obligations as HSAM may request in connection with its performance of the arbitrage rebate services contracted for hereunder. If such notice is not provided

to HSAM with regard to a particular Obligation, HSAM shall have no obligation to provide any services hereunder with respect to such Obligation.

- b. At the option of the Issuer, any additional Obligations to be issued subsequent to the execution of this Agreement may be excluded from the services provided for herein. In order to exclude an issue, the Issuer must notify HSAM in writing of their intent to exclude any specific Obligations from the scope of this Agreement, which exclusion shall be permanent for the full life of the Obligations; and after receipt of such notice, HSAM shall have no obligation to provide any services under this Agreement with respect to such excluded Obligations.

Effective Date of Agreement

9. This Agreement shall become effective at the date of acceptance by the Issuer as set out herein below and remain in effect thereafter for a period of five (5) years from the date of acceptance, provided, however, that this Agreement may be terminated with or without cause by the Issuer or HSAM upon thirty (30) days prior written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to HSAM for services provided and expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement expires or is terminated prior to the completion of its stated term, all records provided to HSAM with respect to the investment of monies by the Issuer shall be returned to the Issuer as soon as practicable following written request by Issuer, provided that such records have not been destroyed pursuant to HSAM's internal document retention policy. In addition, the parties hereto agree that, upon termination of this Agreement, HSAM shall have no continuing obligation to the Issuer regarding any arbitrage rebate related services contemplated herein, regardless of whether such services have previously been undertaken, completed, or performed.

Acceptance of Agreement

10. When accepted by the Issuer in accordance with the terms hereof, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Issuer and HSAM for the purposes and the consideration herein specified. In order for this Agreement to become effective, it must be accepted by the Issuer within sixty (60) days of the receipt by the Issuer. After the expiration of such 60-day period, acceptance by the Issuer shall only become effective upon delivery of written acknowledgement and reaffirmation by HSAM that the terms and conditions set forth in this Agreement remain acceptable to HSAM.

Counterpart Signatures

11. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Each Party may execute this Agreement on a facsimile or PDF hereof. In addition, facsimile or PDF signatures of either Party shall be valid and binding, and delivery of a facsimile or PDF signature by either Party shall constitute due execution and delivery of this Agreement.

Governing Law

12. This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without regard to its principles of conflicts of laws.

Acceptance

13. Acceptance will be indicated by returning one executed copy to HSAM. An electronic version is acceptable. HSAM will then execute the Agreement and return a fully executed electronic version of the Agreement to the Issuer.

Respectfully submitted,

HILLTOP SECURITIES ASSET MANAGEMENT, LLC

By _____

David K. Medanich, President

Date _____

ISSUER'S ACCEPTANCE CLAUSE

The above and foregoing is hereby in all things accepted and approved by _____

_____ (Issuer Name), on this the _____ day of _____, _____.

By _____

Authorized Representative

Title _____

Printed Name _____

APPENDIX A - FEES

The Obligations to be covered initially under this Agreement include all issues of tax-exempt obligations delivered subsequent to the effective dates of the rebate requirements, under the Code, except as set forth in Section I of the Agreement.

The fee for any Obligations under this Agreement shall only be payable if a computation is required under Section 148(f)(2) of the Code. In the event that any of the Obligations fall within an exclusion to the computation requirement as defined by Section 148 of the Code or related regulations and no calculations were required by HSAM to make that determination, no fee will be charged for such issue. For example, certain obligations are excluded from the rebate computation requirement if the proceeds are spent within specific time periods. In the event a particular issue of Obligations fulfills the exclusion requirements of the Code or related regulations, the specified fee will be waived by HSAM if no calculations were required to make the determination.

HSAM's fee for arbitrage rebate services is based upon a fixed Calculation Period fee per issue. The Calculation Period fee is charged based upon the number of Calculation Periods that proceeds exist subject to rebate from the delivery date of the issue to the Calculation Date.

HSAM's fees are payable upon delivery of the report. The first report will be made following one Calculation Period from the date of delivery of the Obligations and on each Calculation Date thereafter during the term of the Agreement. The fees for computations of the Arbitrage Amount which encompass more, or less, than one Calculation Period shall be prorated to reflect the longer, or shorter, period of work performed during that period.

The fee for each of the Obligations included in this Agreement shall be based on the table below.

Additionally, due to significant time saving efficiencies realized when investment information is submitted in an electronic format, HSAM passes the savings to its clients by offering a 10% reduction in its fees if information is provided in a spreadsheet or electronic text file format.

Description	FEE
<i>ANNUAL CALCULATION PERIOD FEE</i>	\$ 1,600
<i>COMPREHENSIVE ARBITRAGE COMPLIANCE SERVICES INCLUDE:</i>	
<ul style="list-style-type: none"> • Commingled Funds Analysis & Calculations • Spending Exception Analysis & Calculations • Yield Restriction Analysis & Calculations (for yield restricted Project Funds, Reserve Funds, Escrow Funds, etc.) • Parity Reserve Fund Allocations • Transferred Proceeds Calculations • Universal Cap Calculations • Debt Service Fund Calculations (including earnings test when required) • Preparation of all Required IRS Paperwork for Making a Rebate Payment / Yield Reduction Payment • Retention of Records Provided for Arbitrage Computations • IRS Audit Assistance • Delivery of Rebate Calculations Each Year That Meets the Timing Requirements of the Audit Schedule • On-Site Meetings, as Appropriate, to Discuss Calculation Results / Subsequent Planning Items 	INCLUDED
<i>OTHER SERVICES AVAILABLE:</i>	
IRS Refund Request – Update calculation, prepare refund request package, and assist issuer as necessary in responding to subsequent IRS Information Requests	\$3,000

EXPLANATION OF TERMS:

- a. **Bond Year:** A “Bond Year” is each 1-year period selected by the issuer. The first and last bond years may be short periods. If no bond year is selected, bonds years will end on each anniversary date of the issue and at final maturity.
- b. **Computation Date:** A “Computation Date” is a five bond year period no longer than five years after the issue date. Subsequent Computation Dates will be for a period not later than 5 years after the previous Computation Date and at final maturity of the issue.
- c. **Calculation Period:** A “Calculation Period” represents a one year period from the delivery date of the issue to the date that is one calendar year after the delivery date, and each subsequent one-year periods thereafter. Therefore, if a calculation is required that covers more than one Calculation Period, the Calculation Period fee is multiplied by the number of periods contained in the calculation being performed. If a calculation includes a portion of a Calculation Period, i.e., if the calculation includes 1 ½ Calculation Periods, then the base fee will be multiplied by 1.5.
- d. **Electronic Data Submission:** The data should be provided electronically in MS Excel or ASCII text file (comma delimited text preferred) with the date, description, dollar amount, and an activity code (if not in debit and credit format) on the same line in the file.
- e. **Variable/Floating Rate Bond Issues:** Special services are also required to perform the arbitrage rebate calculations for variable rate bonds. A bond is a variable rate bond if the interest rate paid on the bond is dependent upon an index which is subject to changes subsequent to the issuance of the bonds. The computational requirements of a variable rate issue are more complex than those of a fixed rate issue and, accordingly, require significantly more time to calculate. The additional complexity is primarily related to the computation of the bond yield, which must be calculated on a “bond year” basis. Additionally, the regulations provide certain flexibility in computing the bond yield and determining the arbitrage amount over the first IRS reporting period; consequently, increased calculations are required to determine which bond yield calculation produces the lowest arbitrage amount.
- f. **Commingled Fund Allocations:** By definition, a commingled fund is one that contains either proceeds of more than one bond issue or proceeds of a bond issue and non-bond proceeds (i.e., revenues) of \$25,000 or more. The arbitrage regulations, while permitting the commingling of funds, require that the proceeds of the bond issue(s) be “carved out” for purposes of determining the arbitrage amount. Additionally, interest earnings must be allocated to the portion of the commingled fund that represents proceeds of the issue(s) in question. Permitted “safe-harbor” methods (that is, methods that are outlined in the arbitrage regulations and, accordingly, cannot be questioned by the IRS under audit), exist for allocating expenditures and interest earnings to issues in a commingled fund. HSAM uses one of the applicable safe-harbor methods when doing these calculations.
- g. **Debt Service Reserve Funds:** The authorizing documents for many revenue bond issues require that a separate fund be established (the “Reserve Fund”) into which either bond proceeds or revenues are deposited in an amount equal to some designated level, such as average annual debt service on all parity bonds. This Reserve Fund is established for the benefit of the bondholders as additional security for payment on the debt. In most cases, the balance in the Reserve Fund remains stable throughout the life of the bond issue. Reserve Funds, whether funded with bond proceeds or revenues, must be included in all rebate calculations.
- h. **Debt Service Fund Calculations:** Issuers are required under the regulations to analyze the invested balances in their debt service funds annually to determine whether the fund depletes as required during the year and is, therefore, “bona fide” (i.e., potentially exempt from rebate in that year). It is not uncommon for surplus balances to develop in the debt service fund that services an issuer’s tax supported debt, particularly due to timing differences of when the funds were due to be collected versus when the funds were actually collected. HSAM performs this formal analysis of the debt service fund and, should it be determined that a surplus balance exists in the fund during a given year, allocates the surplus balance among the various issues serviced by the fund in a manner that is acceptable under IRS review.
- i. **Earnings Test for Debt Service Funds:** Certain types of bond issues require an additional level of analysis for the debt service fund, even if the fund depletes as required under the regulations and is “bona fide.” For short-term, fixed rate issues, private activity issues, and variable rate issues, the regulations require that an “earnings test” be performed on a bona fide debt service fund to determine if the interest earnings reached \$100,000 during the year. In

cases where the earnings reach or exceed the \$100,000 threshold, the entire fund (not just the surplus or residual portion) is subject to rebate.

- j. **Transferred Proceeds Calculations:** When a bond issue is refinanced (refunded) by another issue, special services relating to “transferred proceeds” calculations may need to be performed. Under the regulations, when proceeds of a refunding issue are used to retire principal of a prior issue, a pro-rata portion of the unspent proceeds of the prior issue becomes subject to rebate and/or yield restriction as transferred proceeds of the refunding issue. The refunding issue essentially “adopts” the unspent proceeds of the prior issue for purposes of the arbitrage calculations. These calculations are required under the regulations to ensure that issuers continue to exercise due diligence to complete the project(s) for which the prior bonds were issued.
- k. **Universal Cap:** Current regulations provide an overall limitation on the amount of gross proceeds allocable to an issue. Simply stated, the value of investments allocated to an issue cannot exceed the value of all outstanding bonds of the issue. For example, this situation can occur if an issuer encounters significant construction delays or enters into litigation with a contractor. It may take months or even years to resolve the problems and begin or resume spending the bond proceeds; however, during this time the debt service payments are still being paid, including any scheduled principal payments. Thus, it’s possible for the value of the investments purchased with bond proceeds to exceed the value of the bonds outstanding. In such cases, a “de-allocation” of proceeds may be required to comply with the limitation rules outlined in the regulations.
- l. **Yield Restriction Analysis/Yield Reduction Computations:** The IRS strongly encourages issuers to spend the proceeds of each bond issue as quickly as possible to achieve the governmental purpose for which the bonds were issued. Certain types of proceeds can qualify for a “temporary period,” during which time the proceeds may be invested at a yield higher than the yield on the bonds without jeopardizing the tax-exempt status of the issue. The most common temporary period is the three-year temporary period for capital project proceeds. After the end of the temporary period, the proceeds must be yield restricted or the issuer must remit the appropriate yield reduction payment when due. HSAM performs a comprehensive yield restriction analysis when appropriate for all issues having proceeds remaining at the end of the applicable temporary period and also calculates the amount of the yield reduction payment due to the IRS.