



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, April 02, 2024 at 5:30 PM

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

CITIZENS GENERAL DISCUSSION

PRESENTATIONS AND RECOGNITIONS

[Proclamation](#) Recognizing Zeta Phi Beta Sorority, Inc.

[Proclamation](#) for Stop the Silence

REGULAR AGENDA

[Consider](#) Approval of Fee Waiver for Mural at 270 N. Belknap

RECESS TO TOURISM AND VISITORS BUREAU COMMITTEE MEETING

RECONVENE REGULAR CITY COUNCIL MEETING

TOURISM AND VISITORS BUREAU COMMITTEE

LeAnn Durfey, Chair

- [1.](#) Stephenville's Lodging Performance Annual Report - 2023
- [2.](#) HOT Funds Application – Larry Joe Taylor's Texas Music Festival - Shuttles
- [3.](#) Consider Approval of LJT Shuttle HOT Funds Application

FINANCE COMMITTEE

Justin Haschke, Chair

- [4.](#) Finance Committee Report from March 19, 2024
- [5.](#) Consider Approval of Budget Amendments for Fiscal Year Ending September 30, 2024

FINANCIAL REPORTS

Monica Harris, Director of Finance

- [6.](#) Monthly Budget Report for the Period Ending February 29, 2024

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT AGENDA

- [7.](#) Consider Approval of Minutes - City Council Work Session - March 5, 2024

- [8.](#) Consider Approval of Minutes - Regular City Council Meeting - March 5, 2024
- [9.](#) Consider Approval of Minutes - Special City Council Meeting - March 19, 2024
- [10.](#) Consider Approval of Expenditure for Motorola/Spillman CAD/RMS Annual Maintenance Cost
- [11.](#) Approve an Expenditure for 2023/2024 Patrol Unit Build Outs

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

- 12. Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: **Local Health Authority**
- 13. Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit:
 - 1. City Manager
 - 2. City Attorney

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 OF CELEBRATION

WHEREAS, On February 25, 1994, Zeta Phi Beta Sorority, Inc. Sigma Omicron chapter became the first African American sorority to be chartered at Tarleton State University; and

WHEREAS, on February 25, 2024, Zeta Phi Beta Sorority, Inc. Sigma Omicron celebrated 30 years of Service, Scholarship, Sisterhood and Finer Womanhood of being on Tarleton's campus with uninterrupted service to the campus and Stephenville community. Over 70 members, who have become educators, social workers, professors, entrepreneurs and more, have been inducted since the chartering; and

WHEREAS, Over three decades of service, the Sigma Omicron chapter has donated to the Cross Timbers Family Crisis center, the March of Dimes, and recently gave a scholarship back to the students at Tarleton State. The chapter hosted the Southern Region of Zeta Phi Beta Sorority, Inc. Undergrad Leadership Retreat in the spring of 2012 which saw members of the sorority from both Texas and Louisiana together and contribute to the business revenue and donated again to the community. The chapter also hosted the annual Soul Night program which highlights black history and excellence including that of the university.

WHEREAS, Since that day in 1994, when five undergraduates decided to charter, Zeta Phi Beta Sorority, Inc. Sigma Omicron chapter continues to trailblaze paths on the campus of Tarleton State University.

NOW THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, commemorate the 30th anniversary of Zeta Phi Beta Sorority, Inc. Sigma Omicron chapter at Tarleton State University and extend sincere best wishes to all those associated with this noteworthy organization for continued success in their good works.

IN WITNESS WHEREOF, I have hereby set my hand and caused to be affixed the seal of the City of Stephenville, Texas, this 2nd day of April 2024.

Doug Svien, Mayor of Stephenville



STOP

THE SILENCE

TUESDAY, APRIL 16TH

JOIN US AS WE UNITE AS A COMMUNITY TO RALLY AGAINST VIOLENT
CRIMES SUCH AS CHILD ABUSE, SEXUAL ASSAULT, AND MORE.

6PM ERATH COUNTY COURTHOUSE

Proclamation - Stop the Silence

Whereas, National Crime Victims' Rights Week was established in 1981 by President Ronald Reagan as part of an effort to bring attention and support to victims of crime and is being observed the week of April 21-27, 2024 with the theme of "How would you help? Options, services, and hope for crime survivors" to recognize victims of crime in the United States. National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

Whereas, in 1983, April was designated National Child Abuse Prevention Month, and our community acknowledges that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, nurturing environment; and

Whereas, National Sexual Assault Awareness month was first nationally recognized in April 2001 as an effort to bring awareness about sexual assault and educate communities and individuals on prevention of sexual violence; and

Whereas, our community has dedicated individuals and organizations who work daily to counter the problems and provide resources to victims of violent crimes, child abuse and neglect, and sexual assault; and

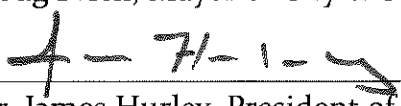
Whereas, since the passage of the Victims of Crime Act in 1984, and through the dedicated work of advocates, lawmakers, and victims service providers, there is a growing array of services and resources available to victims and their loved ones; and

Whereas, Stop the Silence has been created to combine awareness of these causes in Erath County.

NOW, THEREFORE, reaffirming this, the City of Stephenville, City of Dublin, Erath County and Tarleton State University commit to creating a victim service and criminal justice response that assists all victims of crimes throughout the year; and do hereby proclaim the week of April 21-27, 2024 as Crime Victims' Rights Week.

Presented this the 16th day of April, 2024.

Doug Svien, Mayor of City of Stephenville



Dr. James Hurley, President of Tarleton
State University

Brandon Huckabee, Erath County Judge

David Leatherwood, Mayor of City of Dublin

I, Stephanie Beach, request a waiver
of the \$100 permit fee for the mural
being painted on the side of Anna Salon,
270 N. Belknap St. Stephenville.

It is sponsored by Keep Stephenville Beautiful
and Jarketon State University. It is a
community project in which no one is
gaining a profit. It is solely for the
beautification of the town.

Thank you.

Stephanie Beach 3/28/24

STAFF REPORT



SUBJECT: Mural at 270 N. Belknap – Fee Waiver Request

Mrs. Stephanie Beach, representing Joe Tab and Timothy B. Thompson, is requesting a waiver for the sign permit fee required for the Mural.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

Consider a partial to full waiver of sign fee for the project totaling \$100.

BACKGROUND:

Ms. Beach is performing the work on the N. side of the building currently being operated at Luna Salon.

The project is sponsored by Keep Stephenville Beautiful and Tarleton State University as a community project.

FISCAL IMPACT ANALYSIS:

Any fee reduction will have a direct correlation on the projected revenue collections for the General Fund/Development Services Department.

ALTERNATIVES:

- 1) Deny the fee waiver request.
- 2) Approve the fee waiver request.
- 3) Waive a portion of applicable fees.



COMMITTEE REPORT

REPORT TYPE: Stephenville’s Lodging Performance Annual Report - 2023

MEETING: March 19, 2024

Present: LeAnn Durfey, Chair, Bob Newby, Maddie Smith

Absent: Lon Reisman

DEPARTMENT: Tourism

STAFF CONTACT: Darrell Brown

Stephenville’s Lodging Performance Report - 2023

Administrative Services Director, Darrell Brown, presented Stephenville’s Lodging Performance Report for 2023 to Council. This report is composed of data information provided by Texas Hotel & Lodging Association’s Source Strategies.



STAFF REPORT

SUBJECT: HOT Funds Application – Larry Joe Taylor’s Texas Music Festival - Shuttles

DEPARTMENT: Tourism

STAFF CONTACT: Michaela Bierman

RECOMMENDATION:

The Tourism Advisory Board has a positive recommendation to Council for LJT’s HOT Funds Application.

BACKGROUND:

Larry Joe Taylor’s Texas Music Festival is requesting \$21,500 to help fund shuttles for tourists during the event taking place April 22-27, 2024. Tourism has \$15,000 budgeted as a line item for the festival.

The shuttle report from 2023 LJT Festival states that there was a total of 122 responses, with 85 guests needing transport to/from the festival with party sizes varying from 2-10 people. Passengers on the shuttles included ticketholders, sponsors and their clients, VIP guests, vendors, artists, and band bus drivers all staying in local hotels. Knowledge of the shuttle system was conveyed through newsletters, email, website listings, social media, etc. Shuttles will run Wednesday – Saturday from 12:30pm – 12:00am.

The estimated costs for 2023:

1. Viking Drivers: \$6,879 (added additional driver for Wednesday)
2. Van rental, Insurance and Tax: \$7,000
3. Hotels for drivers: \$1,200
4. Meals for drivers: \$400
5. Fuel for all 4 vans: \$3,000
6. Dispatch/Coordinator: \$500
7. Advertising Hotel Shuttle: \$2,500

An increase in shuttle transports is expected as more guests are aware of its purpose and availability during the event timeframe. LJT brings in over 45,000 visitors to Stephenville every year and is one of the leading economic and tourism events in the community.

**STEPHENVILLE LODGING PERFORMANCE
YEAR END ANNUAL 2023 - 365 DAY PERIOD**

<u>COMPETITIVE MARKET</u>	<u>ROOM COUNT</u>	<u>DAYS IN PERIOD</u>	<u>TOTAL AVAILABLE ROOMS</u>	<u>IF 100 % OCCUPANCY FMS(%)</u>	<u>SOURCE STRATEGIES* ESTIMATED OCCUPIED ROOMS (%)</u>	<u>ESTIMATED ROOMS SOLD</u>	<u>FAIR MKT SHARE (%)</u>	<u>SOURCE STRATEGIES* ESTIMATED ADR</u>	<u>SOURCE STRATEGIES* ESTIMATED REVENUE</u>
STEPHENVILLE	493	365	179,945	15.42%	60.40%	108,687	16.03%	\$101.42	\$11,071,256.00
GRANBURY	650	365	237,250	20.33%	61.40%	145,672	21.49%	\$112.32	\$16,320,818.00
MINERAL WELLS	428	365	156,220	13.39%	55.00%	85,921	12.68%	\$95.65	\$6,959,926.00
GLEN ROSE	515	365	187,975	16.11%	49.70%	93,424	13.78%	\$82.66	\$7,272,586.00
WEATHERFORD	<u>1,111</u>	365	<u>405,515</u>	<u>34.75%</u>	60.20%	<u>244,120</u>	36.02%	\$98.21	\$21,918,923.00
TOTAL ROOMS	<u>3,197</u>	365	<u>1,166,905</u>	<u>100.00%</u>	58.09%	<u>677,823</u>	<u>100.00%</u>	\$93.75	\$63,543,509.00

* STATISTICS PROVIDED BY TEXAS HOTEL PERFORMANCE FACT BOOK SOURCE STRATEGIES.
For the purpose of providing market share data back to the subscribing markets, revenues are typically within 2% of actual.

APPLICATION

Organization Information

Date: _____

Larry Joe Taylor's Texas Music Festival (owned/operated by: Melody Mountain Ranch, Inc.)

Name of Organization

4217 CR 423

Address:

Stephenville, TX 76401

City, State, Zip:

Martha Taylor

Contact Name:

254-434-7020

Contact Phone Number:

www.ljtfest.com

Website Address for Event/Activity/Facility:

Is your organization: Non-Profit Private for Profit

Tax ID#: _____



Organization's Creation Date: April 1989

Purpose for your organization:

Promote and enhance singer-songwriters; offering 6 days of outdoor camping, live music, vendors, and performances by over 50 bands among 4 stages.

Event/Activity/Facility Information

Larry Joe Taylor's Texas Music Festival

Name of Event/Activity/Facility:

April 22-27, 2024

Date of Event/Activity:

Melody Mountain Ranch, Stephenville, Texas

Primary Location of Event/Activity/Facility:

\$ 21,500.00

Amount of HOT Funding Requested:

Fund Usage: How will the funds be used?

Rental of 4 Shuttle vans, fuel, meals/hotel rooms for drivers, dispatch/coordinating fees, signage, online promotion, newsletter promotion, artwork design for promotional materials.

(please see attached report)

Primary purpose if funded Event/Activity/Facility:

- Funding cost for transporting tourists of LJT Fest
- advertising LJT Fest Shuttle Program

Check that statutory categories apply to funding request and amount requested under each category:

- Convention center facilities or visitor information centers:** the acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both; _____
- Registration of Tourism and Visitor's Bureau delegates:** the furnishing of facilities, personnel, and materials for the registration of tourism and visitor's bureau delegates or registrants; _____
- Advertising, and conducting solicitations and promotional programs to attract tourists and visitor delegates:** advertising and conducting solicitations and promotional programs to attract tourists and visitor's delegates or registrants to the municipality or its vicinity; _____
- Promotion of the arts:** the encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape, and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms; _____
- Historical restoration and preservation projects or activities:** historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and visitor's delegates to visit preserved historic sites or museums: (a) at or in the immediate vicinity of the Tourism and Visitor's Bureau center facilities or visitor information centers; or (b) located elsewhere in the municipality or its vicinity that would be frequented by tourists and visitors delegates; _____

Sporting event expenses related to sporting event which substantially increase economic activity at hotels: for a municipality located in a county with a population of 290,000 or less, expenses, including promotion expenses, directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the municipality or its vicinity. _____

Signage: Signage directing tourists from hotels in and near the city to: the commercial center of the city, a convention center in the city, other hotels in or near the city, and tourist attractions in or near the city.

Transportation system for tourists: Funding the costs for transporting tourist from hotels in and near the city to: the commercial center of the city, a convention center in the city, other hotels in or near the city, and tourist attractions in or near the city.

(Answer the following three (3) questions only if sporting event-related)

If sporting even-related: How many individuals are expected to participate?

If sporting event-related: How many of the participants are expected to be from another city or county?

If sporting event-related: Quantify how the funded event/activity/facilities will substantially increase economic activity at hotel and motels within the City or its vicinity?

Questions for all Funding Requests

How many years have you held this event/activity?

35 years

Expected attendance:

40-45,000 over 6 days

How many people attending the event/activity/facility will use Stephenville hotels, motels, inn s or bed-and-breakfast establishments?

Approx 400 +

How many nights will they stay?

Varies, many stay 1-2, several stay 5-6 nights

Do you reserve a room block for this event/activity/facility at an area hotel and if so, for how many rooms and at which hotels?

We reserve approximately 86 rooms for musicians, bus drivers, & festival staff. No blocks for public this year

Please list other years (over the last three years) that you have hosted your event/activity/facility, and list the amount of assistance given from HOT funding and the number of hotel rooms used:

Motel/Year Held	Assistance Amount	Number of Hotel Rooms Used
2023	15,000	350-400
2022	10,000	300
2021	10,000	300

How will you measure the impact of your event/activity/facility on area hotel activity?

- Surveys sent to ticket holders (see attached report)
- data collected by coordinator and shuttle drivers

Please list all other organizations, government entities and grants that have offered financial support to your event/activity/facility, and respective amounts:

no other governments, grants offered

Please check all promotion efforts your organization is coordinating, and list the financial amounts committed to each media outlet:

- Paid Advertising Newspaper Radio TV Social Media Press Releases
 - Direct mailing to out-of-town recipients Other
- Handwritten notes: \$500 under Paid Advertising; \$250.00 under Direct mailing; (\$1,500-2,000) under Social Media*

What specific geographic areas do your advertising materials and promotions reach?

Texas - statewide
Nationwide as well

What number of individuals located in another city or county will your proposed marketing reach?

30,000 - 40,000

The above application for HOT funds received for the City of Stephenville, and the explanation of how such funds will be utilized, is true and accurate.

Maitha Taylor
Authorized Signature

3-17-2024
Date Signed

This Pre-Fund Analysis must be completely and accurately filled out and returned to the City of Stephenville, Attn: Tourism Coordinator, 298 W. Washington St. Stephenville, Texas 76401, no later than **sixty (60) days** before the event/activity/facility. If the total amount of the HOT funds were not used or were not lawfully used, then those funds must be returned or repaid to the City of Stephenville with the Post-Funding Analysis. Questions may be directed to the Tourism Coordinator at (254) 918-1212 or email tourism@stephenvilletx.gov.



LJT FESTIVAL HOTEL SHUTTLE REPORT FOR 2023

1.

OVERVIEW OF EXPENSES - \$19,180.00

- a) **Van Rentals** – Total of \$6,091.95 (includes rental cost, insurance and taxes)
 - i) Stephenville Enterprise Rent-a-Car
 - ii) 3 vans for Wed-Mon (cannot return until Monday, charged for Sunday) = \$1444.92/van
 - iii) 1 additional van for Thurs-Mon = \$1757.19
- b) **Drivers from Viking Security Company** = \$6,180 (4 drivers at \$37/per hour)
- c) **Hotel Rooms for drivers** = \$1,000.00
- d) **Meals for Drivers** = \$500.00
- e) **Fuel for all 4 Vans** = \$2,500.00
- f) **Dispatch/Coordinator** = \$500
- g) **Advertisements/Signage** = \$2,500

2.

ADVERTISING & OPERATIONS

- a) **Advertisements/Marketing:**
 - i) Sent newsletters to all ticketholders advising of hotel shuttle availability, and included a survey to collect data from those who were staying in hotels and would need a ride. We received 122 responses, with 85 guests staying in hotels that needed rides to/from LJT Fest, party sizes varying from 2-10 people.
 - ii) We were able to narrow down group size, hotel location, and number of days needing rides per response. From there, we sent newsletter updates and reminders, including a Shuttle Schedule and phone number to call for a pick up or drop off. (See attached Shuttle Schedule)
 - iii) This information is on our website and we purchased ads on Facebook/Instagram.
 - iv) Developed artwork social media outlets with information on the schedule, Ride Share Tent location, contact information, and general information about the LJT Hotel Shuttle System.
 - v) We had many folks and groups who did not participate in the original email survey, but saw an ad or heard about the shuttle from some other form and ended up using the shuttle throughout the week once they learned the system.

vi) We also received many calls and emails to our office with questions about the Hotel Shuttle and how to schedule their transportation.

b) **Operations:**

- i) We hired an individual to coordinate/dispatch the requests received in advance and manage the calls/text coming in between.
- ii) Our drivers would begin the day with pre-scheduled pick ups and would then take additional pick up requests as room would allow. When the dispatcher receives a call/text from a customer he would then communicate with the drivers to schedule the pick up or drop off.
- iii) Every day the vans operated for over 12 hours. Beginning with hotel pick ups at 12:30pm and ran back and forth from festival grounds to hotels until 1am each day

3.

REQUEST FOR 2024 - \$21,500.00

a) **Forecasted Expenses:**

- i) **Viking Drivers** - \$6,879.00 (added an additional driver for Wednesday)
- ii) **Van Rental, Insurance and Tax** - \$7,000.00
- iii) **Hotels for drivers** - \$1,200.00
- iv) **Meals for drivers** - \$400.00
- v) **Fuel for all 4 vans** - \$3,000.00
- vi) **Dispatch/Coordinator** - \$500.00
- vii) **Advertising Hotel Shuttle** - \$2,500.00

b) **Operations:**

- i) Expecting to run the shuttles Wednesday-Saturday, also beginning at 12:30 each day, but occasionally there may be some who would like a ride to the early shows beginning at 10am, which we would accommodate if possible.
- ii) Dispatch was a great addition to our system. Our coordinator has worked for us many years, previously as a VIP Driver. He has the knowledge and ability to coordinate multiple requests for rides and fill in as a driver if needed.
- iii) We are expecting that more people will make requests for hotel transportation as we continue this project and it becomes a well-known operation.

Thank you for your support and consideration of this request. Please let us know if you have any questions regarding the information submitted.

Sincerely,

The Larry Joe Taylor Family

TO ARRANGE FOR A SHUTTLE PICK UP

YOU MUST TEXT OR CALL (214)-504-6970

(A TEXT IS PREFERRED. Include your name, hotel and requested pick up time. Choose pickup time from the schedule below)

<p>WEDNESDAY Hotel Pickup Schedule 12:30-1:00pm 2:30-3:00pm 4:30-5:00pm 6:30-7:00pm Wednesday Festival Pickup (tent in parking lot) Begins at 9pm runs about every hour</p> <p>Last trip from fest ground to hotels is at MIDNIGHT</p>	<p>THURSDAY Hotel Pickup Schedule 12:30-1:00pm 2:30-3:00pm 4:30-5:00pm 6:30-7:00pm Thursday Festival Pickup (tent in parking lot) Begins at 9pm runs about every hour.</p> <p>Last trip from fest ground to hotels is at MIDNIGHT</p>
<p>FRIDAY Hotel Pickup Schedule 12:30-1:00pm 2:30-3:00pm 4:30-5:00pm 6:30-7:00pm 8:30-9:00pm Friday Festival Pickup (tent in parking lot) Begins at 9pm runs about every hour</p> <p>Last trip from fest ground to hotels is at MIDNIGHT</p>	<p>SATURDAY Hotel Pickup Schedule1 12:30-1:00pm 2:30-3:00pm 4:30-5:00pm 6:30-7:00pm 8:30-9:00pm Saturday Festival Pickup (tent in parking lot) Begins at 9pm runs about every hour</p> <p>Last trip from fest ground to hotels is at MIDNIGHT</p>



COMMITTEE REPORT

REPORT TYPE: Finance Committee Report

MEETING: March 19, 2024

Present: Justin Haschke, chair; David Baskett, Brandon Greenhaw, Mark McClinton

Absent: None

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

CONSIDER APPROVAL OF BUDGET AMENDMENTS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2024

Budget Amendments totaling \$3,032,146 were presented and discussed.

The General Fund budget was increased by \$2,160,820, of which \$729,677 is related to the carryover of unspent prior year encumbrances and capital expenditures. In addition, \$1 million was added for the Combined Dispatch, which was previously included as a commitment to fund balance. The remaining \$431,143 is related to the following new expenditures:

- Public Safety Incentive Pay Increases - \$100,710
- Public Safety Salary Increases - \$225,863
- General Fund Non-Public Safety Salary Increases - \$67,115
- Purchase of eleven (11) defibrillators - \$24,965
- Unanticipated Building repairs - \$12,490

The Water and Wastewater Fund budget was decreased by \$338,084. The carryover of unspent prior year encumbrances and the adjustment to capital project expenditures netted a decrease of -\$432,864. New expenditures totaled \$94,780 as follows:

- Utility salary increases - \$42,514
- Wastewater Treatment Plant contractual services - \$52,266

The Landfill Fund budget was increased by \$70,155, of which \$59,649 is related to the carryover of unspent prior year encumbrances and capital expenditures. New expenditures totaled \$10,506 for salary increases.

The Airport Fund budget was increased \$7,370 for adjustment of the carryover of capital projects.

The Storm Water Drainage Fund budget was increased \$53,258 for unspent prior year encumbrances.

The HOT Fund budget was increased by \$1,889 for salary increases.

The Capital Projects Fund budget was increased by \$1,076,738 for the carryover of capital projects.

The motion was made and seconded to forward the budget amendments to the full Council with a positive recommendation for approval. The motion passed unanimously.

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 2nd day of April, 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

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	-	77,091	-	-	823,850	1,416,292	-	-	4,287,819
Transfers Out	(1,493,383)	(1,608,217)	(96,642)	-	(265,727)	-	-	-	(823,850)	-	(4,287,819)
Expenditures											
Personnel Costs	13,850,447	2,159,203	312,524	82,283	-	71,545	-	-	-	-	16,476,002
Operating Expenditures	6,302,800	4,554,162	394,095	99,610	178,378	618,444	700	-	-	35,125	12,183,314
Economic Development Programs	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	3,899,040	23,201,347	403,934	1,569,743	525,000	-	-	8,428,199	-	-	38,027,263
Debt Service	785,422	2,953,863	196,620	-	482,163	136,725	1,095,925	-	-	-	5,650,718
Total Expenditures	24,837,709	32,868,575	1,307,173	1,751,636	1,185,541	826,714	1,096,625	8,428,199	-	35,125	72,337,297
Net Revenues over(under) Expenditures	(3,880,665)	(22,750,477)	(6,065)	(111,155)	(423,746)	(26,040)	2,465	(5,534,182)	(10,580)	(17,035)	(32,757,480)
Invested in Capital Assets	-	23,201,347	403,934	1,569,743	525,000	-	-	-	-	-	25,700,024
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	12,152,755	55,132,857	3,682,410	9,240,182	6,878,370	1,367,401	201,516	935,755	159,125	72,499	89,822,870
Estimated Cash Balance 09/30	10,754,697	6,779,929	2,266,005	577,798	803,020	1,348,716	199,982	908,034	77,215	82,100	23,797,496
Estimated Unrestricted Cash Balance 9/30	4,273,644	2,148,747	1,892,730	532,325	273,767	-	-	-	-	-	9,121,213
Original Budget:											
Estimated Fund Balance 9/30	11,333,595	53,687,267	3,773,758	9,205,444	6,313,547	1,192,521	201,777	584,522	108,322	72,224	86,472,977
Estimated Cash Balance 9/30	10,402,718	5,013,342	2,232,823	623,044	492,594	1,158,433	200,418	556,801	50,395	82,223	20,812,791
Estimated Unrestricted Cash Balance	3,332,288	440,317	1,866,103	577,571	(23,344)	-	-	-	-	-	6,192,934
Variance from Original Budget:											
Estimated Fund Balance 9/30	819,160	1,445,590	(91,348)	34,738	564,823	174,880	(261)	351,233	50,803	275	3,349,893
Estimated Cash Balance 9/30	351,979	1,766,587	33,182	(45,246)	310,426	190,283	(436)	351,233	26,820	(123)	2,984,705
Estimated Unrestricted Cash Balance	941,357	1,708,430	26,627	(45,246)	297,111	-	-	-	-	-	2,928,279

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

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	15,200,627	15,200,627	15,200,627	13,053,440	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	545,631	577,600
Total Revenue	19,767,963	20,883,664	21,731,106	20,542,454	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)	(1,493,383)
Expenditures					
Personnel Costs	12,865,247	12,268,517	12,060,120	13,456,759	13,850,447
Operating Expenditures	5,469,473	5,393,937	4,758,645	5,053,999	6,302,800
Capital Expenditures	4,934,932	4,608,642	3,271,391	3,348,740	3,899,040
Debt Service	716,153	667,740	716,142	785,422	785,422
Total Expenditures	23,985,805	22,938,836	20,806,298	22,644,920	24,837,709
Net Revenues over(under) Expenditures	(4,309,857)	(2,147,187)	832,793	(1,719,845)	(3,880,665)
Estimated Fund Balance 9/30	10,890,770	13,053,440	16,033,420	11,333,595	12,152,755
Estimated Cash Balance 10/01	14,269,750	14,269,750	14,269,750	12,122,563	14,635,362
Net Revenues over(under) Expenditures	(4,309,857)	(2,147,187)	832,793	(1,719,845)	(3,880,665)
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	10,402,718	10,754,697
Restricted:					
3 Months Operations	4,583,680	4,415,614	4,204,691	4,627,690	5,038,312
Debt Service	686,068	661,431	661,431	792,741	792,741
Airport Improvement	250,000	250,000	250,000	500,000	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	1,000,000	
Recreation Hall Improvements					-
Estimated Unrestricted Cash Balance 9/30	3,290,145	5,645,519	8,369,240	3,332,288	4,273,644

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

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	49,441,422	49,441,422	49,441,422	52,358,151	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	2,116,689	2,159,203
Operating Expenditures	4,033,067	3,956,118	4,150,877	4,364,048	4,554,162
Capital Expenditures	40,344,144	18,516,212	19,892,969	23,772,059	23,201,347
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	33,206,659	32,868,575
Net Revenues over(under) Expenditures	(37,185,094)	(15,998,863)	(16,001,084)	(23,088,561)	(22,750,477)
Invested in Capital Assets	40,344,144	18,516,212	19,892,969	23,772,059	23,201,347
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	53,687,267	55,132,857
Estimated Cash Balance 10/1	44,100,766	44,100,766	44,100,766	28,101,903	29,530,406
Net Revenues over(under) Expenditures	(37,185,094)	(15,998,863)	(16,001,084)	(23,088,561)	(22,750,477)
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	5,013,342	6,779,929
Restricted:					
3 Months Operations	1,509,902	1,385,903	1,444,987	1,620,184	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	440,317	2,148,747

CITY OF STEPHENVILLE
03 -SANITARY LANDFILL FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/1	3,124,133	3,124,133	3,124,133	3,446,707	3,381,580
Revenues					
Taxes	-	-	-	-	-
Licenses & Permits	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Service Charges	1,160,581	1,300,000	1,322,923	1,380,400	1,380,400
Other Revenue	1,207,182	1,276,211	1,277,481	17,350	17,350
	2,367,763	2,576,211	2,600,404	1,397,750	1,397,750
Transfers In	-	-	-	-	-
Transfers Out	(76,432)	(76,432)	(76,432)	(96,642)	(96,642)
Expenditures					
Personnel Costs	294,950	291,728	284,967	302,018	312,524
Operating Expenditures	449,760	453,125	416,896	378,380	394,095
Capital Expenditures	1,244,832	1,250,589	1,302,001	360,000	403,934
Debt Service	196,620	196,620	196,620	196,620	196,620
Total Expenditures	2,186,162	2,192,062	2,200,484	1,237,018	1,307,173
Net Revenues over(under) Expenditures	105,169	307,717	323,488	64,090	(6,065)
Invested in Capital Assets	1,244,832	1,250,589	1,212,432	360,000	403,934
Capital Assets Depreciation	(242,520)	(242,520)	(242,520)	(250,000)	(250,000)
Addition to Debt	(1,189,832)	(1,189,832)	(1,189,831)		
Reduction in Debt	196,620	196,620	153,878	152,961	152,961
Estimated Fund Balance 9/30	3,238,402	3,446,707	3,381,580	3,773,758	3,682,410
Estimated Cash Balance 10/01	1,861,016	1,861,016	1,861,016	2,168,733	2,272,070
Net Revenues over(under) Expenditures	105,169	307,717.00	323,488	64,090	(6,065)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows			87,566		
Estimated Cash Balance 9/30	1,966,185	2,168,733	2,272,070	2,232,823	2,266,005
Restricted:					
3 Months Operations	186,178	186,213	175,466	170,100	176,655
Debt Service		196,620	196,620	196,620	196,620
Estimated Unrestricted Cash Balance 9/30	1,780,007	1,785,900	1,899,984	1,866,103	1,892,730

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

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/01	7,666,419	7,666,419	7,666,419	7,866,856	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	77,091
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	1,562,373	1,569,743
Debt Service	-	-	-	-	-
Total Expenditures	1,719,462	108,226	191,861	1,744,266	1,751,636
Net Revenues over(under) Expenditures	141,253	319,139	266,389	(103,785)	(111,155)
Invested in Capital Assets	1,562,373		87,488	1,562,373	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	9,205,444	9,240,182
Estimated Cash Balance 10/01	407,690	407,690	407,690	726,829	688,953
Net Revenues over(under) Expenditures	141,253	319,139	266,389	(103,785)	(111,155)
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	623,044	577,798
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	577,571	532,325

CITY OF STEPHENVILLE
05 -STORM WATER DRAINAGE FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/1	6,042,585	6,042,585	6,042,585	6,164,035	6,782,116
Revenues					
Taxes	-	-	-	-	-
Licenses & Permits	25,000	20,000	19,390	25,000	25,000
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	112,500	-	89,259	-	-
Service Charges	1,015,380	1,001,750	999,799	1,000,272	1,000,272
Other Revenue	2,250	36,500	477,499	2,250	2,250
Total Revenue	1,155,130	1,058,250	1,585,947	1,027,522	1,027,522
Transfers In					
Transfers Out	(228,491)	(228,491)	(228,491)	(265,727)	(265,727)
Expenditures					
Personnel Costs	-	-	-	-	-
Operating Expenditures	306,202	255,620	165,264	125,120	178,378
Capital Expenditures	43,918	-	482,184	525,000	525,000
Debt Service	484,201	484,201	484,173	482,163	482,163
Total Expenditures	834,321	739,821	1,131,621	1,132,283	1,185,541
Net Revenues over(under) Expenditures	92,318	89,938	225,835	(370,488)	(423,746)
Invested in Capital Assets	43,918		482,184	525,000	525,000
Capital Assets Depreciation	(328,494)	(328,494)	(328,494)	(330,000)	(330,000)
Reduction in Debt	360,006	360,006	360,006	325,000	325,000
Estimated Fund Balance 09/30	6,210,333	6,164,035	6,782,116	6,313,547	6,878,370
Estimated Cash Balance 10/01	773,174	773,174	773,174	863,082	1,226,766
Net Revenues over(under) Expenditures	92,318	89,938	225,835	(370,488)	(423,746)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows		(30)	227,757		
Estimated Cash Balance 9/30	865,492	863,082	1,226,766	492,594	803,020
Restricted:					
3 Months Operations	76,551	63,905	41,316	31,280	44,595
Debt Service	482,163	482,163	482,163	484,658	484,658
Estimated Unrestricted Cash Balance 9/30	306,778	317,014	703,287	(23,344)	273,767

CITY OF STEPHENVILLE
07-HOTEL OCCUPANCY TAX FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/1	969,209	969,209	969,209	1,216,672	1,393,441
Revenues					
Taxes	694,278	803,571	910,588	771,420	771,420
Licenses & Permits	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Service Charges	24,750	61,202	61,202	24,754	24,754
Other Revenue	4,500	51,000	50,980	4,500	4,500
Total Revenue	723,528	915,773	1,022,770	800,674	800,674
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Expenditures					
Personnel Costs	66,677	66,494	66,264	69,656	71,545
Operating Expenditures	584,127	465,913	347,568	618,444	618,444
Capital Expenditures	-	-	48,803	-	-
Debt Service	135,903	135,903	135,903	136,725	136,725
Total Expenditures	786,707	668,310	598,538	824,825	826,714
Net Revenues over(under) Expenditures	(63,179)	247,463	424,232	(24,151)	(26,040)
Estimated Fund Balance 09/30	906,030	1,216,672	1,393,441	1,192,521	1,367,401
Estimated Cash Balance 10/01	935,121	935,121	935,121	1,182,584	1,374,756
Net Revenues over(under) Expenditures	(63,179)	247,463	424,232	(24,151)	(26,040)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows			15,403		
Estimated Cash Balance 9/30	871,942	1,182,584	1,374,756	1,158,433	1,348,716
Restricted:					
3 Months Operations	162,701	133,102	103,458	172,025	172,497
Sports Venue Tax	155,752	177,300	220,661	213,945	257,306
Debt Service (from Sports Venue Tax)	136,725	136,725	136,725	134,775	134,775
Tourism and Visitor Bureau	416,764	735,457	913,912	637,688	784,138
Estimated Unrestricted Cash Balance 9/30	-	-	-	-	-

CITY OF STEPHENVILLE
10 -CAPITAL PROJECTS FUND SUMMARY
FY 2023-2024

	BUDGET 2022-2023	PROJECTED 2022-2023	ACTUAL 2022-2023	ORIGINAL COUNCIL ADOPTED	AMENDED COUNCIL ADOPTED
Fund Balance 10/1	8,488,420	8,488,420	8,488,420	5,041,966	6,469,937
Revenues					
Taxes	-	-	-	-	-
Licenses & Permits	2,500	4,729	5,359	3,500	3,500
Fines & Forfeitures	-	-	-	-	-
Intergovernmental	265,737	1,134,263	1,134,263	1,000,134	1,349,225
Service Charges	12,500	5,091	8,524	12,500	12,500
Other Revenue	112,500	325,000	1,520,838	112,500	112,500
Total Revenue	393,237	1,469,083	2,668,984	1,128,634	1,477,725
Transfers In	1,384,897	1,384,897	1,384,897	1,416,292	1,416,292
Transfers Out					
Expenditures					
Personnel Costs	-	-	-	-	-
Operating Expenditures	-	-	500	-	-
Capital Expenditures	10,730,036	6,300,434	6,071,864	7,002,370	8,428,199
Debt Service	-	-	-	-	-
Total Expenditures	10,730,036	6,300,434	6,072,364	7,002,370	8,428,199
Net Revenues over(under) Expenditures	(8,951,902)	(3,446,454)	(2,018,483)	(4,457,444)	(5,534,182)
Estimated Fund Balance 9/30	(463,482)	5,041,966	6,469,937	584,522	935,755
Estimated Cash Balance 10/01	9,419,715	9,419,715	9,419,715	5,014,245	7,130,540
Net Revenues over(under) Expenditures	(8,951,902)	(3,446,454)	(2,018,483)	(4,457,444)	(5,534,182)
Net Change in non-cash assets, liabilities and Deferred Inflows and Outflows		(959,016)	(270,692)		(688,324)
Estimated Cash Balance 9/30	467,813	5,014,245	7,130,540	556,801	908,034
Restricted:					
Committed for Washington Commons Project					
Committed for Harbin Drive		3,546,930	3,546,930		
Committed for Ballfield Improvements		1,011,016	1,011,016		
Capital Projects	467,813	456,299	2,572,594	556,801	908,034
Estimated Unrestricted Cash Balance 9/30	-	-	-	-	-



City of Stephenville

Budget Adjustment Register Adjustment Detail

Item 5.

Packet: GLPKT10764 - Mid-Year Budget Amendments FY 23-24

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000188	COUNCIL ADOPTED	C/O PY Encumbrance - City Hall Basement Door	4/2/2024
Summary Description: PO 2023-12728			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-105-55200.00000	BUILDING IMPROVEMENTS	C/O PY Encumbrance - City Hall Basement Door	0	5803	5803

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000189	COUNCIL ADOPTED	C/O PY Encumbrance-Christmas Decoration	4/2/2024
Summary Description: PO 2023-12703			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-108-52542.00000	SPECIAL SERVICES	C/O PY Encumbrance-Christmas Decoration	4200	11518	15718

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000190	COUNCIL ADOPTED	Carryover unspent and encumbered funds FY 22-23	4/2/2024
Summary Description: PO 2023-12744 \$3,972 PO 2023-12745 \$21,900 PO 2023-12746 \$4,320 PO 2023-12673 \$8,456			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-402-54220.00000	RIGHT OF WAY MAINTENANCE	Carryover unspent and encumbered funds FY 2	100000	38648	138648

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000191	COUNCIL ADOPTED	Carryover PY Encumbrance - Dump Truck	4/2/2024
Summary Description: PO 2023-12345			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-402-55140.00000	OTHER EQUIPMENT	Carryover PY Encumbrance - Dump Truck	92500	108990	201490

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000192	COUNCIL ADOPTED	Adjust Carryover of funding- Senior Center Project	4/2/2024
Summary Description:			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-506-55200.00000	BUILDING IMPROVEMENTS	Adjust Carryover of funding- Senior Center Pro	1585300	-27350	1557950

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000193	COUNCIL ADOPTED	Carryover PY Encumbrance - Comprehensive Plan	4/2/2024
Summary Description: PO 2023-12617			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-801-52531.00000	OUTSIDE PROFESSIONALS	Carryover PY Encumbrance - Comprehensive Pl	38895	141091	179986

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000194	COUNCIL ADOPTED	Carryover PY Encumbrance - pool maintenance	4/2/2024
Summary Description: PO 2023-12481			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-507-54253.00000	SWIMMING POOL MAINTENANC	Carryover PY Encumbrance - pool maintenance	38500	11447	49947

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000195	COUNCIL ADOPTED	Carryover PY Encumbrance - two trucks	4/2/2024
Summary Description: PO 2023-12452			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-601-55110.00000	VEHICLES	Carryover PY Encumbrance - two trucks	30000	84429	114429



City of Stephenville

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Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000196 COUNCIL ADOPTED Carryover PY Encumbrance - body armor 4/2/2024
Summary Description: PO 2023-12461

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
01-701-53161.00000	BODY ARMOR	Carryover PY Encumbrance - body armor	0	2839	2839

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000197 COUNCIL ADOPTED C/O PY Encumbrance and unspent funds - vehicles 4/2/2024
Summary Description: PO 2022-12006

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
01-701-55110.00000	VEHICLE	C/O PY Encumbrance and unspent funds - vehi	265500	160883	426383

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000198 COUNCIL ADOPTED Carryover PY Encubrance - Public Safety Comm Sys 4/2/2024
Summary Description: PO 2023-12583 \$4,554
 PO 2022-12012 \$3,587
 PO 2022-12083 \$7,509
 PO 2022-11977 \$123,698

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
01-701-55140.00000	OTHER EQUIPMENT	Carryover PY Encubrance - Public Safety Comm	0	139348	139348

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000199 COUNCIL ADOPTED Adjust carryover for 536 Wellfield from FY 22-23 4/2/2024
Summary Description: PO 2023-12362

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
02-001-55235.00000	WELLS	Adjust carryover for 536 Wellfield from FY 22-2	1277000	22885	1299885

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000200 COUNCIL ADOPTED Carryover PY Encumbrance - vehicles 4/2/2024
Summary Description: PO 2023-12453

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
02-001-55110.00000	VEHICLES	Carryover PY Encumbrance - vehicle	45000	44517	89517
02-002-55110.00000	VEHICLES	Carryover PY Encumbrance - vehicles	625000	44517	669517
02-011-55110.00000	VEHICLES	Carryover PY Encumbrance - vehicles	0	44517	44517

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000201 COUNCIL ADOPTED Carryover PY Encumbrance - Professional Fees 4/2/2024
Summary Description: PO 2023-12708 \$35,285
 PO 2022-11878 \$2,198

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
02-002-52531.00000	OUTSIDE PROFESSIONALS	Carryover PY Encumbrance - Professional Fees	20000	35285	55285

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000202 COUNCIL ADOPTED Carryover PY Encumbrance - water tank projects 4/2/2024
Summary Description: PO 2022-11985 Airport Expansion = \$305,986
 PO 2023-12747 Lillian Tank - \$129,965
 PO 2021-11569 Airport Expansion = \$12,350

<u>Account Number</u>	<u>Account Name</u>	<u>Adjustment Description</u>	<u>Before</u>	<u>Adjustment</u>	<u>After</u>
02-002-55281.00000	WATER TANKS	Carryover PY Encumbrance - water tank projec	0	448301	448301



City of Stephenville

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Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000203 COUNCIL ADOPTED Adjust Carryover for East Side Sewer Project 4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-011-55270.20180	SEWER LINE REPLACEMENT	Adjust Carryover for East Side Sewer Project	11862879	-1076770	10786109

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000204 COUNCIL ADOPTED Carryover PY Encumbrance - sewer basin evaluation 4/2/2024

Summary Description: PO 2023-12467

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-011-52531.00000	OUTSIDE PROFESSIONALS	Carryover PY Encumbrance - sewer basin evalu	61000	44207	105207

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000205 COUNCIL ADOPTED C/O PY Encumbrance-Prof Svcs Landfill Expansion 4/3/2024

Summary Description: PO 2022-11820

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
03-030-52531.00000	OUTSIDE PROFESSIONALS	C/O PY Encumbrance-Prof Svcs Landfill Expansi	50000	15715	65715

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000206 COUNCIL ADOPTED Carryover PY Encumbrance - vehicle 4/2/2024

Summary Description: PO 2023-12445

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
03-030-55110.00000	VEHICLES	Carryover PY Encumbrance - vehicle	0	43934	43934

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000207 COUNCIL ADOPTED C/O PY Encumbrance - Airport Expansion Prof Svcs 4/2/2024

Summary Description: PO 2023-12736

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
04-040-55230.00000	AIRPORT IMPROVEMENTS	C/O PY Encumbrance - Airport Expansion Prof S	0	32429	32429

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000208 COUNCIL ADOPTED Adjust Carryover for Airport Expansion STVLE1202 4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
04-040-55230.20120	AIRPORT IMPROVEMENTS	Adjust Carryover for Airport Expansion STVLE1:	31516	-25059	6457

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000209 COUNCIL ADOPTED Carryover PY Encumbrance - FIF Project 4/2/2024

Summary Description: PO 2022-11995 \$53,258
 PO 2023-12548 \$29,129
 PO 2023-12731 \$4,168

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
05-050-52531.00000	OUTSIDE PROFESSIONALS	Carryover PY Encumbrance - FIF Project	75000	53258	128258

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000210 COUNCIL ADOPTED Carryover PY Encumbrance - vac truck repairs 4/2/2024

Summary Description: PO 2024-12771

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-011-54120.00000	MACHINERY MAINTENANCE	Carryover PY Encumbrance - vac truck repairs	2500	13800	16300



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Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000211 COUNCIL ADOPTED Carryover PY Encumbrance - meter maintenance 4/2/2024
Summary Description: PO 2023-12541 \$8,421
 PO 2023-12678 \$5,591

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-003-54236.00000	METER MAINTENANCE	Carryover PY Encumbrance - meter maintainan	56172	14012	70184

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000212 COUNCIL ADOPTED Carryover PY Encumbrance - Environmental Svc Prog 4/2/2024
Summary Description: PO 2023-12343

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-003-52531.00000	OUTSIDE PROFESSIONALS	Carryover PY Encumbrance - Environmental Sv	50000	30544	80544

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000213 COUNCIL ADOPTED Adjust Carryover of FY 21-22 Street Projects 4/2/2024
Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
10-402-55250.00000	STREETS	Adjust Carryover of FY 21-22 Street Projects	2419424	-2344	2417080

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000214 COUNCIL ADOPTED Increase Budget for Lockhart Road Grant 4/2/2024
Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
10-402-55250.00000	STREETS	Increase Budget for Lockhart Road Grant	2419424	349091	2768515
10-43500.00000	GRANTS	Increase Budget for Lockhart Road Grant	0	-52091	-52091
10-43500.00000	GRANTS	Increase Budget for Lockhart Road Grant	0	-297000	-297000

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000215 COUNCIL ADOPTED Adjust Harbin Drive carryover 4/2/2024
Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
10-402-55250.20200	STREETS - 2020 BONDS	Adjust Harbin Drive carryover	3546930	1079082	4626012

Adjustment Number **Budget Code** **Description** **Adjustment Date**
 BA0000216 COUNCIL ADOPTED Increase Public Safety Incentive Pay 4/2/2024
Summary Description: Council Approved 02/06/2024

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-601-51150.00000	INCENTIVE PAY	Increase Public Safety Incentive Pay	102720	50868	153588
01-701-51150.00000	INCENTIVE PAY	Increase Public Safety Incentive Pay	49800	49842	99642



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Adjustment Number	Budget Code	Description	Adjustment Date
BA0000217	COUNCIL ADOPTED	Mid-year pay increases	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-102-51110.00000	SALARIES	Mid-year pay increases	306349	4909	311258
01-103-51110.00000	SALARIES	Mid-year pay increases	111280	1150	112430
01-105-51110.00000	SALARIES	Mid-year pay increases	19771	325	20096
01-106-51110.00000	SALARIES	Mid-year pay increases	47056	757	47813
01-107-51110.00000	SALARIES	Mid-year pay increases	64232	970	65202
01-201-51110.00000	SALARIES	Mid-year pay increases	403589	3805	407394
01-203-51110.00000	SALARIES	Mid-year pay increases	153796	5958	159754
01-302-51110.00000	SALARIES	Mid-year pay increases	45702	897	46599
01-402-51110.00000	SALARIES	Mid-year pay increases	325248	8264	333512
01-501-51110.00000	SALARIES	Mid-year pay increases	701044	30422	731466
01-504-51110.00000	SALARIES	Mid-year pay increases	160026	1692	161718
01-506-51110.00000	SALARIES	Mid-year pay increases	46104	1213	47317
01-601-51110.00000	SALARIES	Mid-year pay increases	2284951	80596	2365547
01-701-51110.00000	SALARIES	Mid-year pay increases	3602462	145267	3747729
01-801-51110.00000	SALARIES	Mid-year pay increases	416845	5766	422611
01-804-51110.00000	SALARIES	Mid-year pay increases	62307	987	63294
02-000-51110.00000	SALARIES	Mid-year pay increases	760762	5090	765852
02-001-51110.00000	SALARIES	Mid-year pay increases	188865	10813	199678
02-002-51110.00000	SALARIES	Mid-year pay increases	137706	13772	151478
02-011-51110.00000	SALARIES	Mid-year pay increases	223891	10148	234039
02-020-51110.00000	SALARIES	Mid-year pay increases	66747	2691	69438
03-030-51110.00000	SALARIES	Mid-year pay increases	214131	10506	224637
07-070-51110.00000	SALARIES	Mid-year pay increases	49656	1889	51545

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000218	COUNCIL ADOPTED	Purchase eleven (11) replacement defibrillators	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-105-53320.00000	OPERATING SUPPLIES	Purchase eleven (11) defibrillators	6168	24965	31133

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000219	COUNCIL ADOPTED	Lift Station repairs at MSC	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-106-54210.00000	BUILDING	Lift Station repairs at MSC	5900	12490	18390

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000220	COUNCIL ADOPTED	Carryover PY Encumbrance - brick streets	4/2/2024

Summary Description: PO 2023-12323

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-402-55250.00000	STREETS	Carryover PY Encumbrance - brick streets	0	52031	52031

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000221	COUNCIL ADOPTED	Adjust Carryover of Long Street	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-000-55276.20220	WATER & SEWER LINE IMPROVE	Adjust Carryover of Long Street	2668985	-98679	2570306



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Adjustment Number	Budget Code	Description	Adjustment Date
BA0000222	COUNCIL ADOPTED	WWTP Operations Contract Increase	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
02-012-52614.00000	CONTRACTUAL SERVICES-OMI	WWTP Operations Contract Increase	934636	52266	986902

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000223	COUNCIL ADOPTED	SPARD Donations for Inclusive Playground	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-45420.00000	DONATIONS & CONTRIBUTIONS	SPARD Donations for Inclusive Playground	0	-31969	-31969
01-501-55270.03250	PARKLAND DEDICATION IMPROV	SPARD Donations for Inclusive Playground	108000	31969	139969

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000224	COUNCIL ADOPTED	Combined Dispatch Commitment	4/2/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
01-701-52250.00000	INTER-AGENCY AGREEMENT	Combined Dispatch Commitment	35000	1000000	1035000

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
COUNCIL ADOPTED	COUNCIL ADOPTED	01-102-51110.00000	SALARIES	306,349	4,909	311,258
		01-103-51110.00000	SALARIES	111,280	1,150	112,430
		01-105-51110.00000	SALARIES	19,771	325	20,096
		01-105-53320.00000	OPERATING SUPPLIES	6,168	24,965	31,133
		01-105-55200.00000	BUILDING IMPROVEMENTS	-	5,803	5,803
		01-106-51110.00000	SALARIES	47,056	757	47,813
		01-106-54210.00000	BUILDING	5,900	12,490	18,390
		01-107-51110.00000	SALARIES	64,232	970	65,202
		01-108-52542.00000	SPECIAL SERVICES	4,200	11,518	15,718
		01-201-51110.00000	SALARIES	403,589	3,805	407,394
		01-203-51110.00000	SALARIES	153,796	5,958	159,754
		01-302-51110.00000	SALARIES	45,702	897	46,599
		01-402-51110.00000	SALARIES	325,248	8,264	333,512
		01-402-54220.00000	RIGHT OF WAY MAINTENANCE	100,000	38,648	138,648
		01-402-55140.00000	OTHER EQUIPMENT	92,500	108,990	201,490
		01-402-55250.00000	STREETS	-	52,031	52,031
		01-45420.00000	DONATIONS & CONTRIBUTIONS	-	(31,969)	(31,969)
		01-501-51110.00000	SALARIES	701,044	30,422	731,466
		01-501-55270.03250	PARKLAND DEDICATION IMPROVEM	108,000	31,969	139,969
		01-504-51110.00000	SALARIES	160,026	1,692	161,718
		01-506-51110.00000	SALARIES	46,104	1,213	47,317
		01-506-55200.00000	BUILDING IMPROVEMENTS	1,585,300	(27,350)	1,557,950
		01-507-54253.00000	SWIMMING POOL MAINTENANCE	38,500	11,447	49,947
		01-601-51110.00000	SALARIES	2,284,951	80,596	2,365,547
		01-601-51150.00000	INCENTIVE PAY	102,720	50,868	153,588
		01-601-55110.00000	VEHICLES	30,000	84,429	114,429
		01-701-51110.00000	SALARIES	3,602,462	145,267	3,747,729
		01-701-51150.00000	INCENTIVE PAY	49,800	49,842	99,642
		01-701-52250.00000	INTER-AGENCY AGREEMENT	35,000	1,000,000	1,035,000
		01-701-53161.00000	BODY ARMOR	-	2,839	2,839
		01-701-55110.00000	VEHICLE	265,500	160,883	426,383
		01-701-55140.00000	OTHER EQUIPMENT	-	139,348	139,348
		01-801-51110.00000	SALARIES	416,845	5,766	422,611
		01-801-52531.00000	OUTSIDE PROFESSIONALS	38,895	141,091	179,986
		01-804-51110.00000	SALARIES	62,307	987	63,294
Total General Fund				11,213,245	2,160,820	13,374,065



City of Stephenville

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02-000-51110.00000	SALARIES	760,762	5,090	765,852
02-000-55276.20220	WATER & SEWER LINE IMPROVEME	2,668,985	(98,679)	2,570,306
02-001-51110.00000	SALARIES	188,865	10,813	199,678
02-001-55110.00000	VEHICLES	45,000	44,517	89,517
02-001-55235.00000	WELLS	1,277,000	22,885	1,299,885
02-002-51110.00000	SALARIES	137,706	13,772	151,478
02-002-52531.00000	OUTSIDE PROFESSIONALS	20,000	35,285	55,285
02-002-55110.00000	VEHICLES	625,000	44,517	669,517
02-002-55281.00000	WATER TANKS	-	448,301	448,301
02-003-52531.00000	OUTSIDE PROFESSIONALS	50,000	30,544	80,544
02-003-54236.00000	METER MAINTENANCE	56,172	14,012	70,184
02-011-51110.00000	SALARIES	223,891	10,148	234,039
02-011-52531.00000	OUTSIDE PROFESSIONALS	61,000	44,207	105,207
02-011-54120.00000	MACHINERY MAINTENANCE	2,500	13,800	16,300
02-011-55110.00000	VEHICLES	-	44,517	44,517
02-011-55270.20180	SEWER LINE REPLACEMENT	11,862,879	(1,076,770)	10,786,109
02-012-52614.00000	CONTRACTUAL SERVICES-OMI	934,636	52,266	986,902
02-020-51110.00000	SALARIES	66,747	2,691	69,438
	Total Water & WW Fund	18,981,143	(338,084)	18,643,059
03-030-51110.00000	SALARIES	214,131	10,506	224,637
03-030-52531.00000	OUTSIDE PROFESSIONALS	50,000	15,715	65,715
03-030-55110.00000	VEHICLES	-	43,934	43,934
	Total Landfill Fund	264,131	70,155	334,286
04-040-55230.00000	AIRPORT IMPROVEMENTS	-	32,429	32,429
04-040-55230.20120	AIRPORT IMPROVEMENTS	31,516	(25,059)	6,457
	Total Airport Fund	31,516	7,370	38,886
05-050-52531.00000	OUTSIDE PROFESSIONALS	75,000	53,258	128,258
	Total Storm Water Drainage	75,000	53,258	128,258
07-070-51110.00000	SALARIES	49,656	1,889	51,545
	Total HOT Fund	49,656	1,889	51,545
10-402-55250.00000	STREETS	2,419,424	346,747	2,766,171
10-402-55250.20200	STREETS - 2020 BONDS	3,546,930	1,079,082	4,626,012
10-43500.00000	GRANTS	-	(349,091)	(349,091)
	Total Capital Projects Fund	5,966,354	1,076,738	7,043,092
	COUNCIL ADOPTED Total:	36,581,045	3,032,146	39,613,191

Fund Summary

Fund	Before	Adjustment	After	Carryovers
Budget Code: COUNCIL ADOPTED - COUNCIL ADOPTED Fiscal: 2023-2024				
01 - General Fund	11,213,245	2,160,820	13,374,065	1,729,677
02 - Water & WW Fund	18,981,143	(338,084)	18,643,059	(432,864)
03 - Landfill Fund	264,131	70,155	334,286	59,649
04 - Airport Fund	31,516	7,370	38,886	7,370
05 - Storm Water Drainage Fund	75,000	53,258	128,258	53,258
07 - HOT Fund	49,656	1,889	51,545	-
10 - Capital Projects Fund	5,966,354	1,076,738	7,043,092	1,076,738
Budget Code COUNCIL ADOPTED Total:	36,581,045	3,032,146	39,613,191	2,493,828
Grand Total:	36,581,045	3,032,146	39,611,356	



STAFF REPORT

SUBJECT: Monthly Budget Report for the Period Ending February 29, 2024

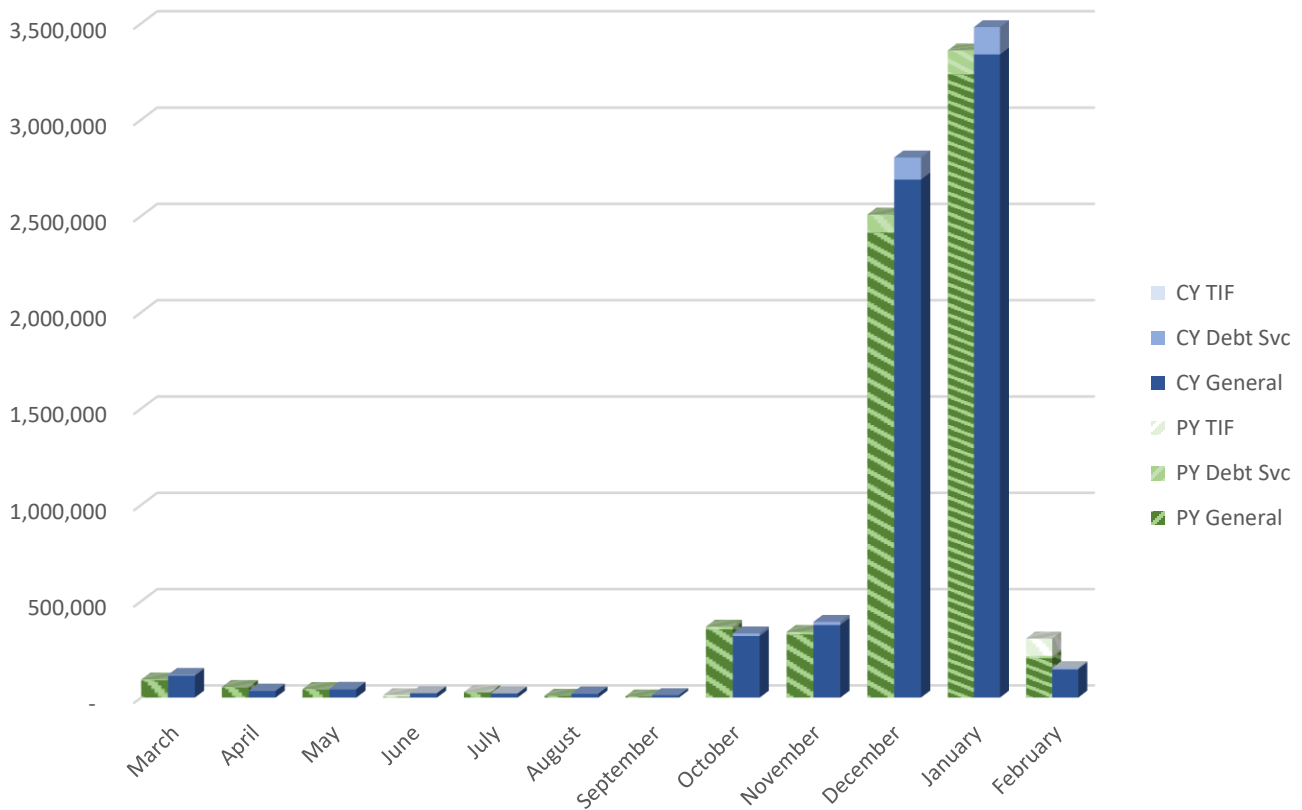
DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

BACKGROUND:

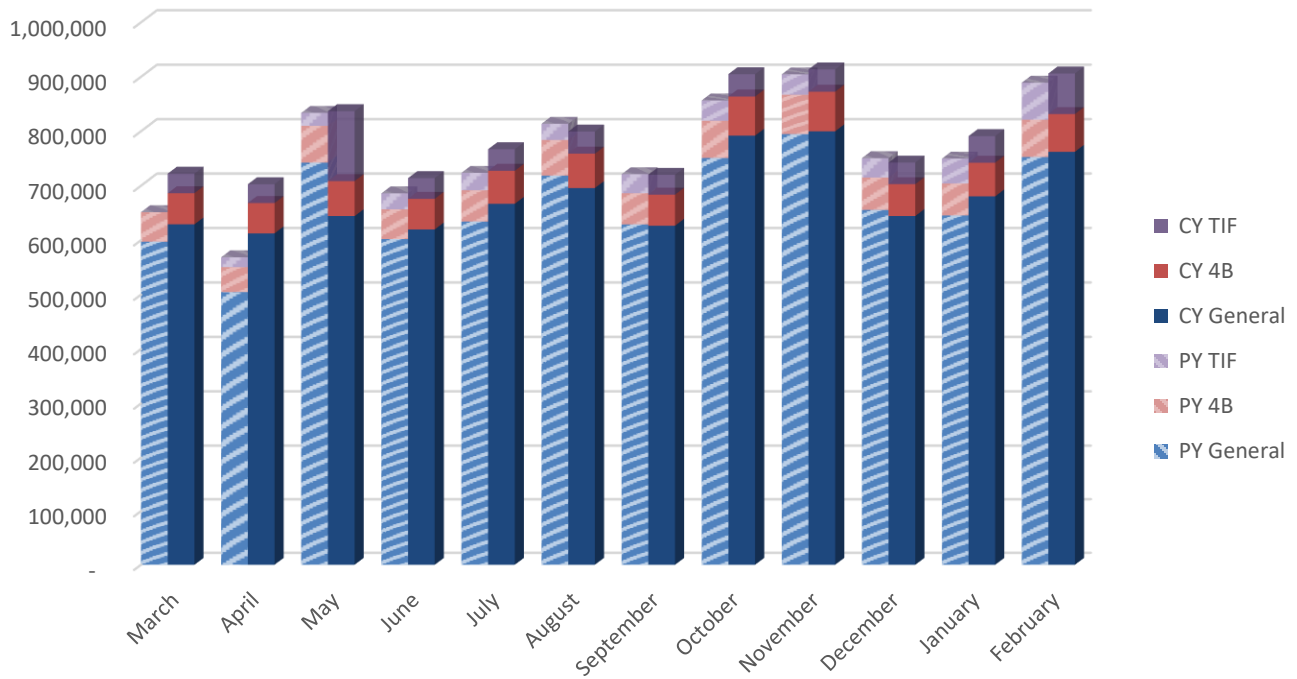
In reviewing the financial statements ending February 29, 2024, the financial indicators are overall as or better than anticipated.

Property Tax Collections
2 year 12 month rolling comparison

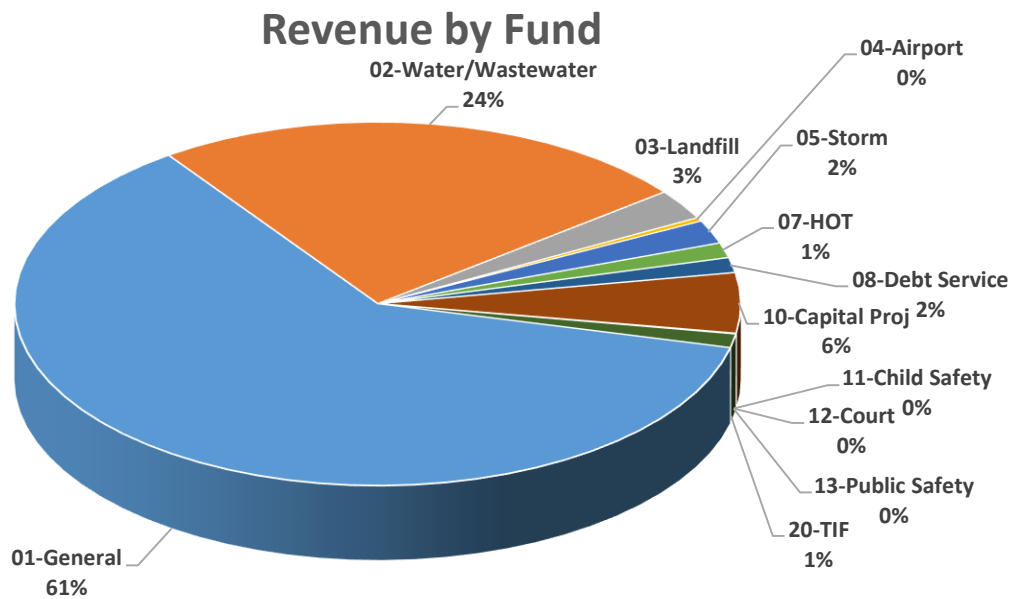


We received \$152K in property taxes in the month of February, resulting in a \$280K increase over the funds collected last fiscal year to date. The amount collected is 98% of the \$7.3 million budget, which is \$96K more than anticipated.

Sales and Use Tax 2 year 12 month rolling comparison

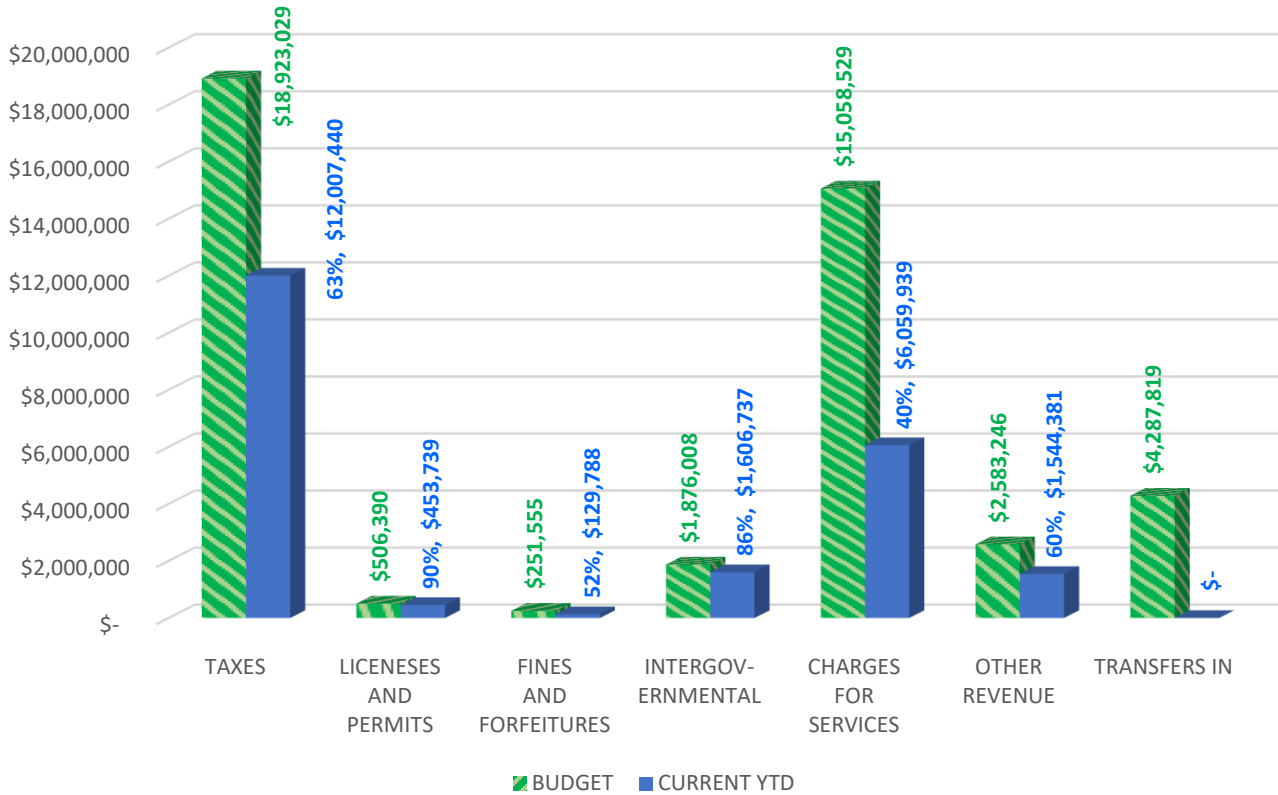


We received \$906K in sales tax in February, resulting in \$107K or 3% more than the funds collected last fiscal year to date. The amount collected is 45% of the \$9.4 million budget, which is \$360K higher than anticipated.



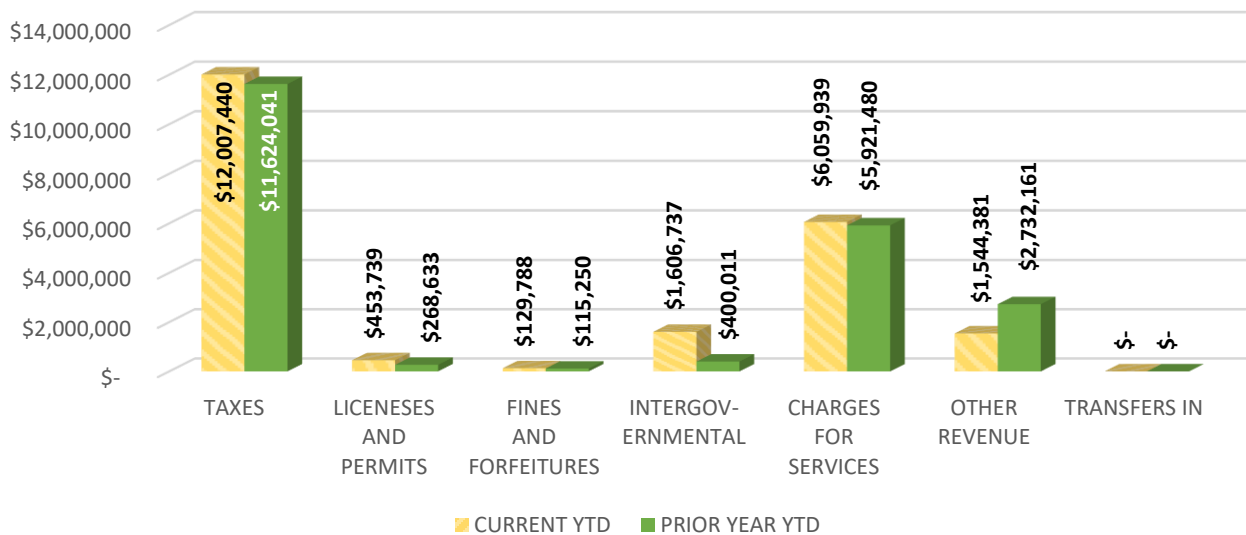
Of the \$21.8 million revenue received to date, 61% was received in the General Fund, 24% was received in the Water/Wastewater Fund and 3% was received in the Landfill Fund.

Revenue - Budget vs Actual

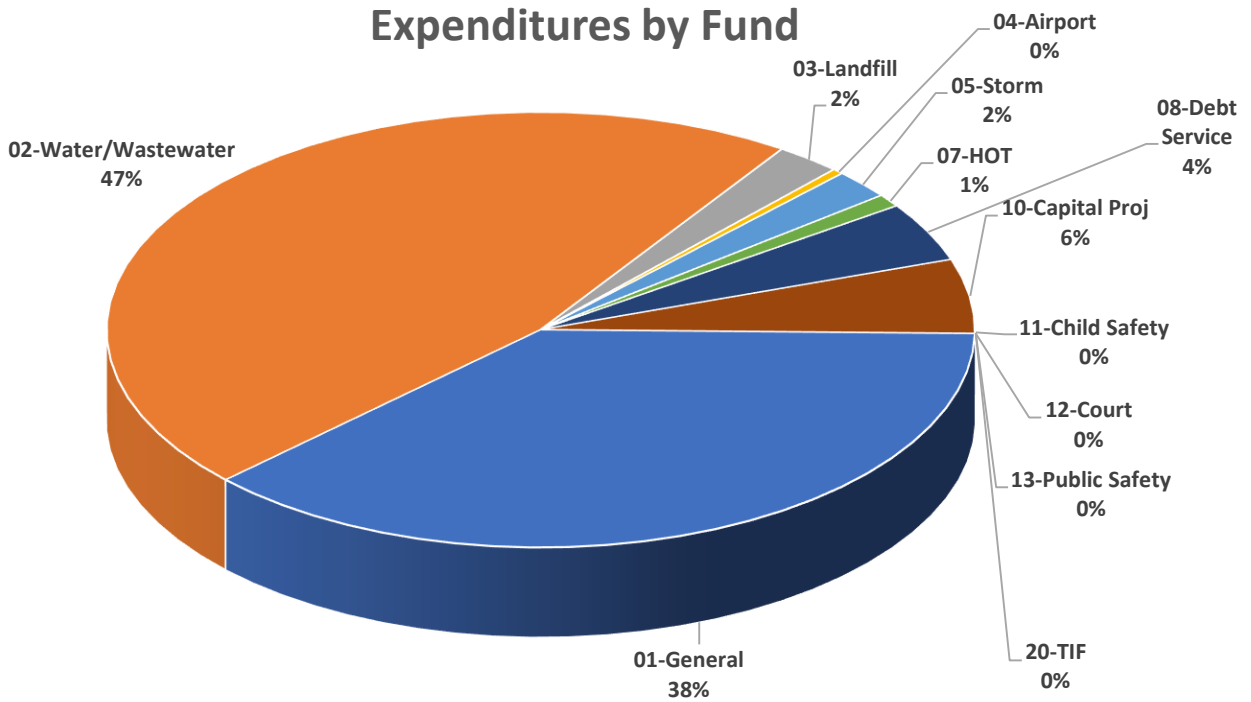


We received 56% of the total budgeted revenues through February, which is \$3.3 million more than anticipated due to taxes, building permits, intergovernmental, charges for services, and investment income.

Revenue - Prior Year Comparison

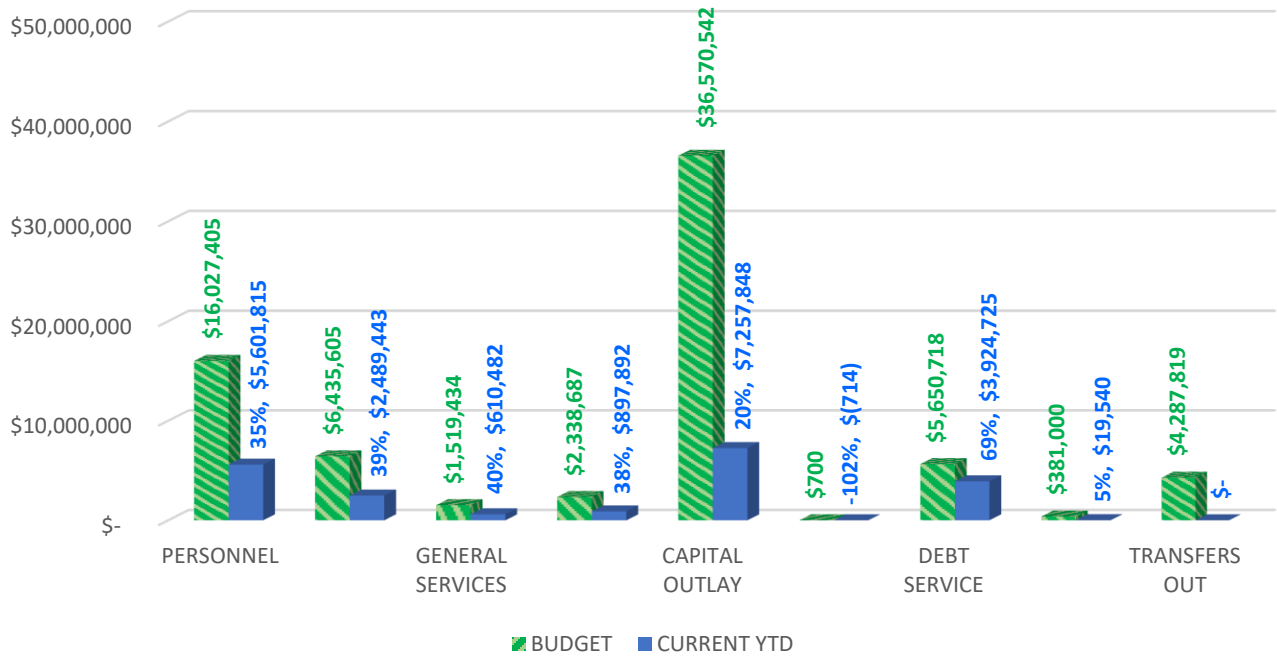


We received \$740K more revenue through February than last fiscal year to date due to intergovernmental revenue related to capital projects.



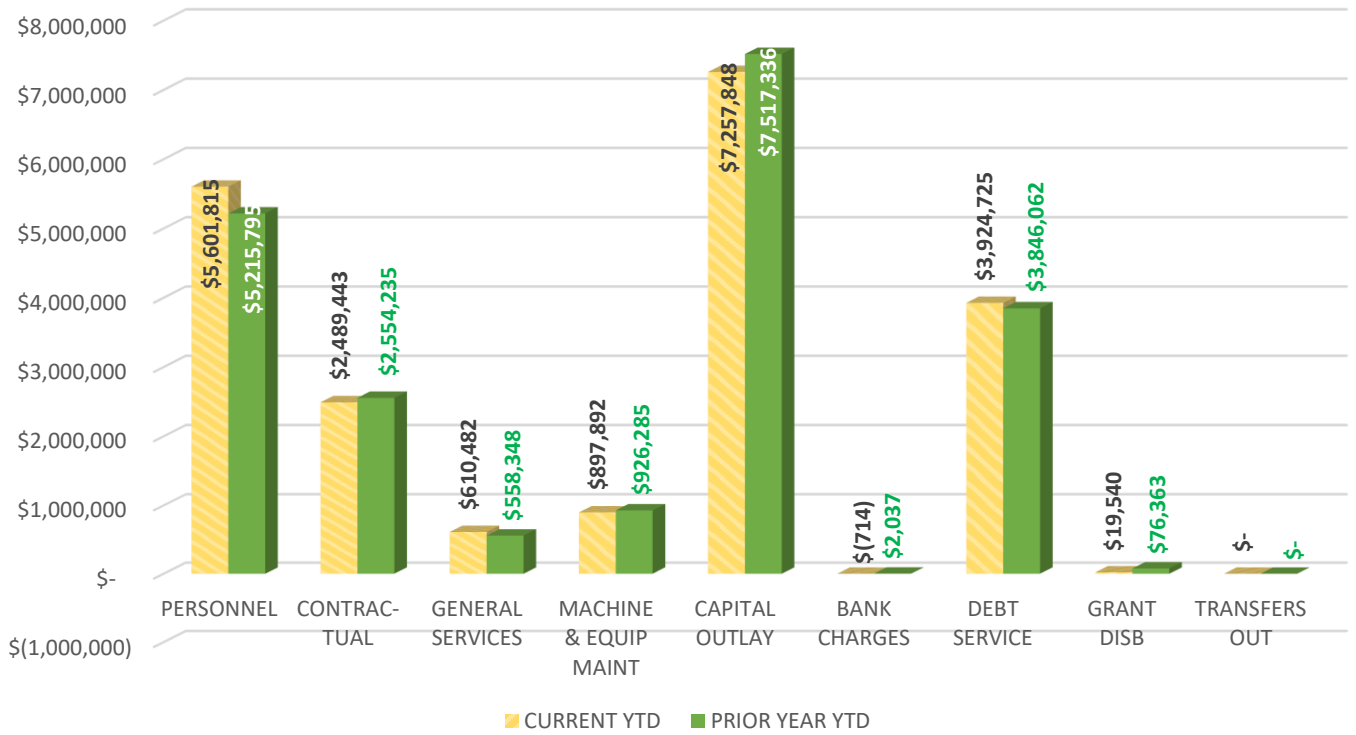
Of the \$20.8 million spent to date, 38% was expended in the General Fund, 47% was expended in the Water/Wastewater Fund, 6% was expended in the Capital Projects Fund, and 2% was expended in the Landfill Fund.

Expenditures - Budget vs Actual



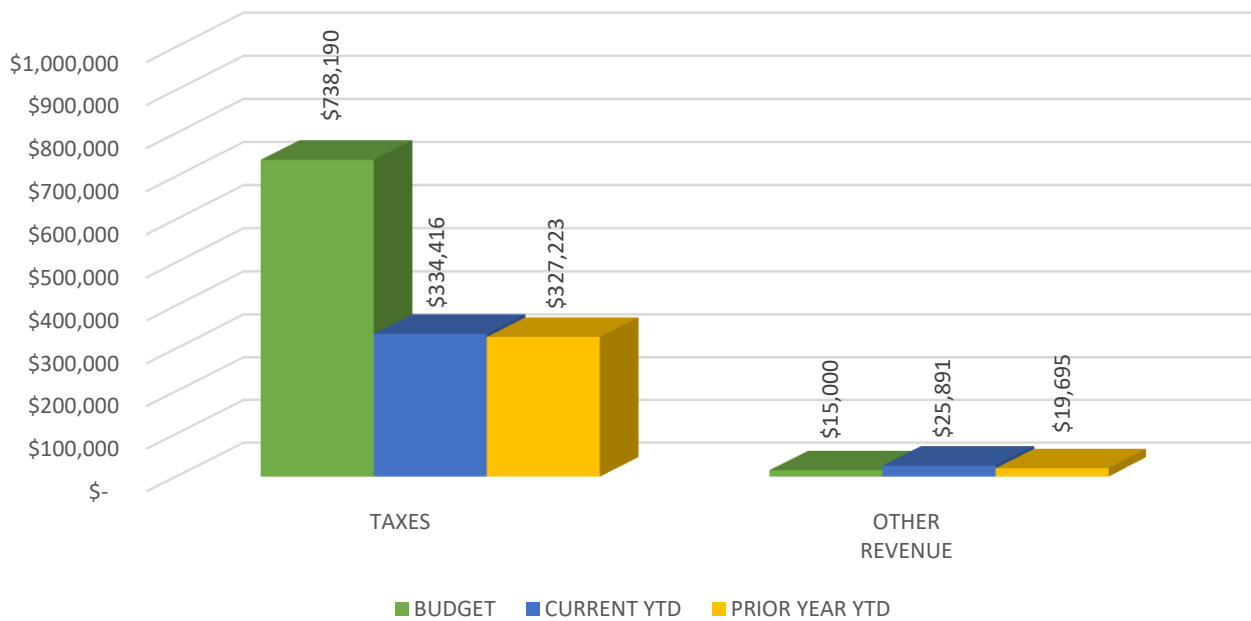
We have expended 30% of the total budgeted expenditures through February, which is \$9.2 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures - Prior Year Comparison



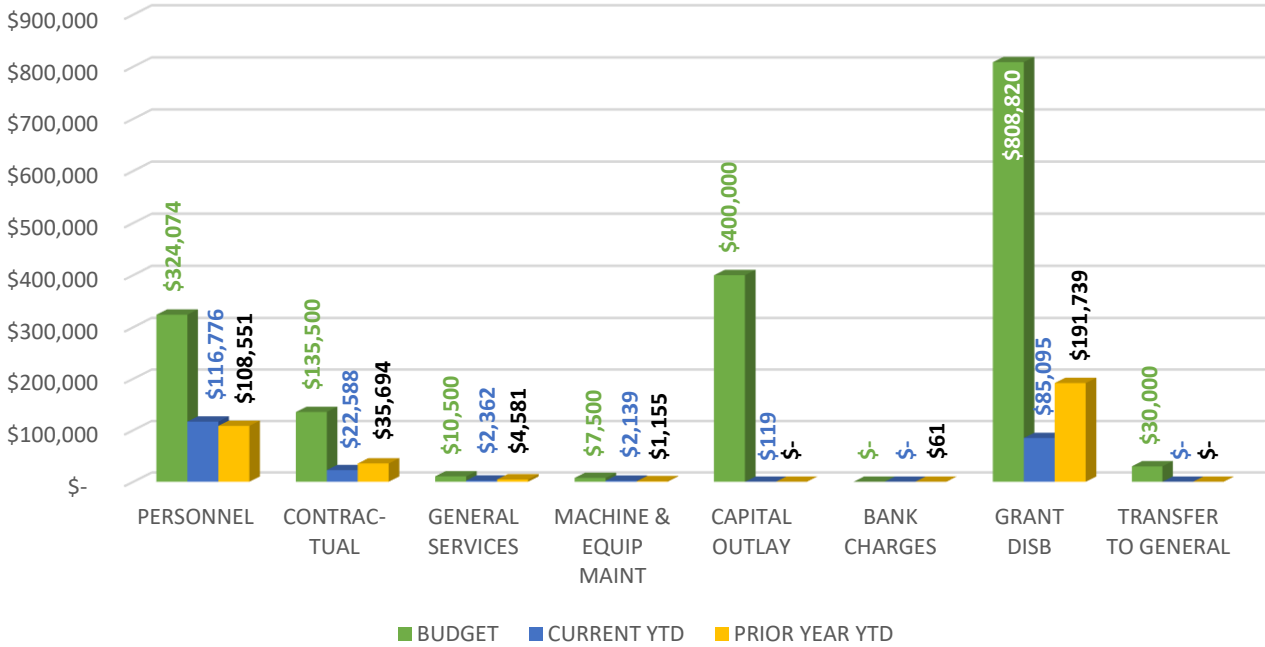
We spent \$105K more in expenditures through February than last fiscal year to date due to personnel.

SEDA Revenue Comparison



SEDA has received an overall 48% of budgeted revenue through February, which is \$13K more than last fiscal year to date and \$55K more than anticipated due to taxes and interest income.

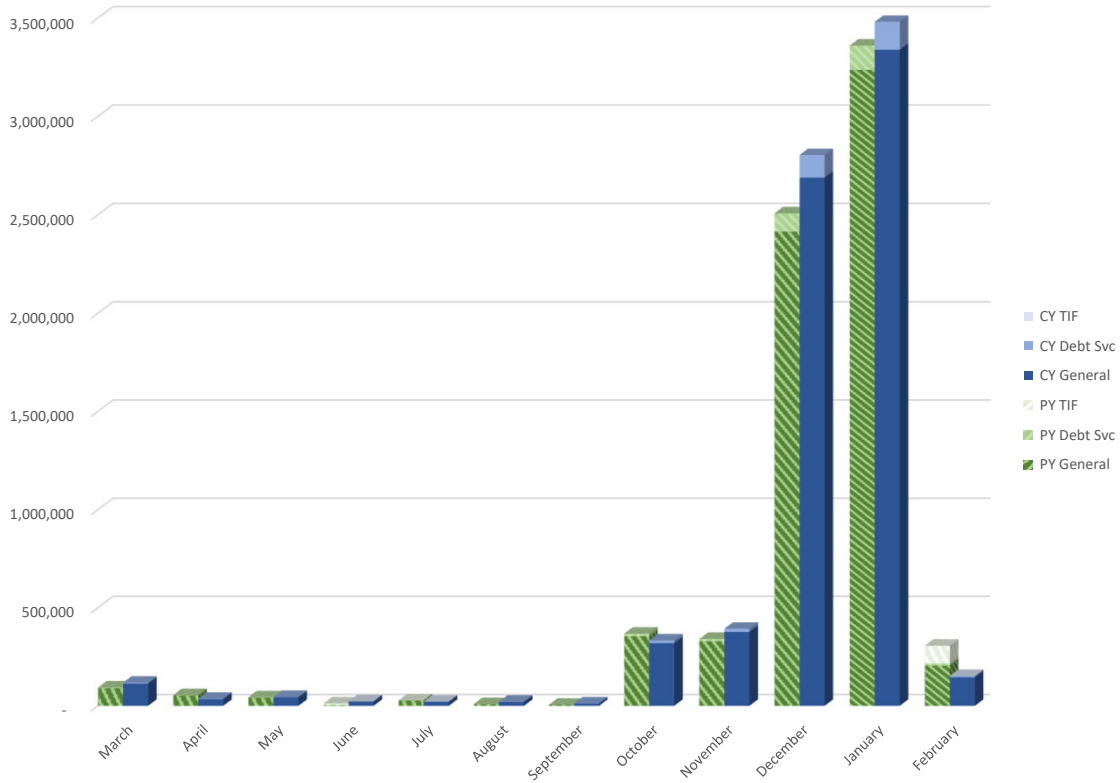
SEDA Expenditure Comparison



SEDA has spent an overall 13% of budgeted expenditures through February, which is \$112K less than last fiscal year to date due to contractual and grant disbursements and \$459K 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
Mar-22	89,653	3,698	-	93,351	Mar-23	113,674	4,365	-	118,039
Apr-22	52,666	2,172	-	54,838	Apr-23	34,588	1,329	-	35,917
May-22	42,164	1,926	-	44,090	May-23	43,776	1,691	-	45,467
Jun-22	3,566	652	7,969	12,187	Jun-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
12 month total				<u>7,129,872</u>	12 month total				<u>7,440,000</u>
Oct-Feb 2023				<u>6,881,733</u>	Oct-Feb 2024				<u>7,162,127</u>
FY 2022-2023 Total				7,159,594	FY 2023-2024 Budget				7,329,505

Collection to date as percentage of fiscal year total

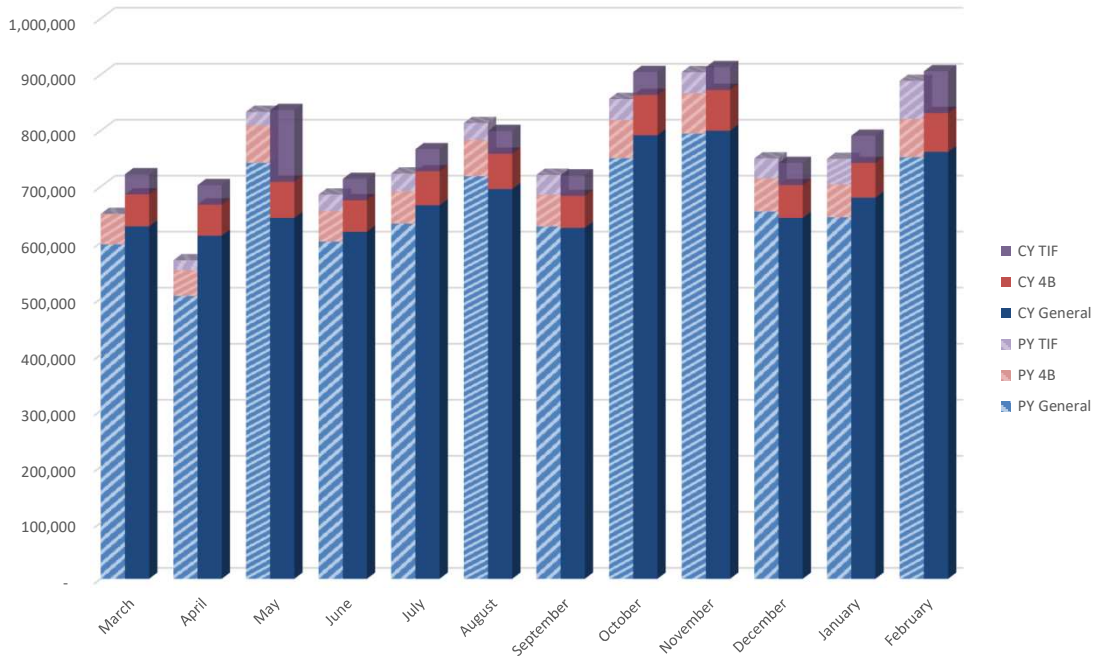
96.12%

Collection to date as percentage of fiscal year budget

97.72%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
Mar-22	597,069	54,279	-	651,348	Mar-23	628,988	57,181	35,931	722,100	10.86%
Apr-22	504,572	45,870	18,078	568,520	Apr-23	612,376	55,671	34,659	702,706	23.60%
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%
12 month total				<u>9,147,912</u>	12 month total				<u>9,519,838</u>	4.07%
Oct-Feb 2023				<u>4,150,270</u>	Oct-Feb 2024				<u>4,257,899</u>	2.59%
FY 2022-2023 Total				9,412,210	FY 2023-2024 Budget				9,413,312	
Collection to date as percentage of fiscal year total				44.09%	Collection to date as percentage of fiscal year budget				45.23%	



City of Stephenville

Item 6.
Budget Variance Report
 As Of: 02/29/2024

Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	1,171,331.08	963,963.77	207,367.31	11,208,656.73	10,589,593.66	619,063.07	66	17,077,099.00	(5,868,442.27)	34
LICENSES AND PERMITS	15,534.00	67,174.38	(51,640.38)	437,568.64	221,372.65	216,195.99	92	476,890.00	(39,321.36)	8
FINES AND FORFEITURES	31,249.72	23,301.97	7,947.75	122,553.72	111,659.00	10,894.72	52	237,640.00	(115,086.28)	48
INTERGOVERNMENTAL	4,590.54	300.00	4,290.54	590,119.62	51,500.00	538,619.62	68	862,674.00	(272,554.38)	32
CHARGES FOR SERVICES	117,655.10	76,894.40	40,760.70	343,173.12	427,003.78	(83,830.66)	26	1,342,520.00	(999,346.88)	74
OTHER REVENUE	115,545.17	2,704.63	112,840.54	669,912.43	330,455.29	339,457.14	123	545,631.00	124,281.43	-23
TRANSFER	0.00	0.00	0.00	0.00	1,876,004.00	(1,876,004.00)	0	1,876,004.00	(1,876,004.00)	100
TOTAL REVENUE	1,455,905.61	1,134,339.15	321,566.46	13,371,984.26	13,607,588.38	(235,604.12)	60	22,418,458.00	(9,046,473.74)	40
EXPENSE SUMMARY										
CITY COUNCIL	31,101.07	68,480.23	37,379.16	156,060.60	357,876.71	201,816.11	19	840,849.00	(684,788.40)	81
CITY MANAGER	31,336.67	32,625.17	1,288.50	153,774.81	163,448.38	9,673.57	36	427,703.00	(273,928.19)	64
CITY SECRETARY	12,493.09	17,469.07	4,975.98	106,422.76	86,554.33	(19,868.43)	48	222,236.00	(115,813.24)	52
EMERGENCY MANAGEMENT	58.58	294.99	236.41	13,782.80	15,303.22	1,520.42	71	19,380.00	(5,597.20)	29
MUNICIPAL BUILDING	11,992.40	10,836.26	(1,156.14)	87,359.62	58,112.74	(29,246.88)	64	136,467.00	(49,107.38)	36
MUNICIPAL SERVICES CTR	21,207.29	9,296.56	(11,910.73)	61,244.04	51,022.76	(10,221.28)	50	121,833.00	(60,588.96)	50
HUMAN RESOURCES	12,815.75	22,882.98	10,067.23	71,988.81	113,699.55	41,710.74	26	281,501.00	(209,512.19)	74
DOWNTOWN	9,705.91	16,088.02	6,382.11	68,610.67	79,694.24	11,083.57	34	199,652.00	(131,041.33)	66
FINANCE	45,968.04	65,058.01	19,089.97	259,544.83	323,803.17	64,258.34	31	826,796.00	(567,251.17)	69
INFORMATION TECHNOLOGY	27,260.24	38,645.60	11,385.36	235,191.57	192,730.98	(42,460.59)	49	481,574.00	(246,382.43)	51
TAX	228.00	49,036.97	48,808.97	108,807.92	155,179.22	46,371.30	53	204,490.00	(95,682.08)	47
LEGAL COUNSEL	7,718.28	12,050.78	4,332.50	43,939.60	55,462.48	11,522.88	30	144,848.00	(100,908.40)	70
MUNICIPAL COURT	10,615.21	11,030.49	415.28	58,934.01	54,813.91	(4,120.10)	43	138,290.00	(79,355.99)	57
STREET MAINTENANCE	59,455.90	76,888.65	17,432.75	401,058.45	409,876.70	8,181.25	41	987,617.00	(586,558.55)	59
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	157,422.87	197,624.55	40,201.68	812,782.27	1,010,724.14	197,941.87	31	2,587,334.00	(1,774,551.73)	69
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	20,094.21	22,629.57	2,535.36	105,720.05	114,206.20	8,486.15	36	291,789.00	(186,068.95)	64
SENIOR CENTER	11,599.97	145,544.87	133,944.90	127,596.41	731,747.60	604,151.19	7	1,759,607.00	(1,632,010.59)	93
AQUATIC CENTER	8,689.26	7,171.52	(1,517.74)	47,669.91	51,762.03	4,092.12	13	360,212.00	(312,542.09)	87
FIRE DEPARTMENT	325,189.44	329,313.11	4,123.67	1,910,332.96	1,886,736.52	(23,596.44)	42	4,600,650.00	(2,690,317.04)	58
POLICE DEPARTMENT	500,780.20	550,667.93	49,887.73	2,603,033.27	2,717,550.69	114,517.42	37	7,123,546.00	(4,520,512.73)	63
DEVELOPMENT SERVICES	61,716.02	53,310.28	(8,405.74)	360,290.53	265,855.88	(94,434.65)	52	688,299.00	(328,008.47)	48
GIS	6,326.86	9,859.35	3,532.49	33,713.85	49,707.64	15,993.79	27	126,382.00	(92,668.15)	73
TRANSFERS	0.00	0.00	0.00	0.00	1,493,383.00	1,493,383.00	0	1,567,248.00	(1,567,248.00)	100
TOTAL EXPENSE	1,373,775.26	1,746,804.96	373,029.70	7,827,859.74	10,439,252.09	2,611,392.35	32	24,138,303.00	16,310,443.26	68
REVENUE OVER/(UNDER) EXPENDITURE	82,130.35	(612,465.81)	694,596.16	5,544,124.52	3,168,336.29	2,375,788.23		(1,719,845.00)	(25,356,917.00)	

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	360.14	(360.14)	1,288.40	360.14	928.26	129	1,000.00	288.40	-29
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	943,616.53	815,051.45	128,565.08	4,696,586.66	4,380,015.52	316,571.14	42	11,167,733.00	(6,471,146.34)	58
OTHER REVENUE	83,393.16	1,127.63	82,265.53	587,075.21	5,900.54	581,174.67	127	463,000.00	124,075.21	-27
TRANSFER	0.00	0.00	0.00	0.00	94,582.00	(94,582.00)	0	94,582.00	(94,582.00)	100
TOTAL REVENUE	1,027,009.69	816,539.22	210,470.47	5,284,950.27	4,480,858.20	804,092.07	45	11,726,315.00	(6,441,364.73)	55
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	65,160.13	320,039.43	254,879.30	732,558.46	1,611,003.81	878,445.35	19	3,942,599.00	(3,210,040.54)	81
WATER PRODUCTION	60,876.53	190,709.34	129,832.81	612,425.07	1,154,616.55	542,191.48	24	2,534,324.00	(1,921,898.93)	76
WATER DISTRIBUTION	49,552.32	127,187.90	77,635.58	444,441.87	641,954.60	197,512.73	29	1,550,760.00	(1,106,318.13)	71
CUSTOMER SERVICE	11,839.70	26,436.32	14,596.62	116,157.44	137,045.98	20,888.54	34	340,111.00	(223,953.56)	66
WASTEWATER COLLECTION	682,305.81	1,461,962.41	779,656.60	4,594,525.09	7,319,924.16	2,725,399.07	26	17,588,967.00	(12,994,441.91)	74
WASTEWATER TREATMENT	89,351.04	247,162.42	157,811.38	495,110.85	1,246,917.10	751,806.25	17	2,978,241.00	(2,483,130.15)	83
BILLING & COLLECTION	40,248.81	44,478.06	4,229.25	212,441.31	222,005.46	9,564.15	39	541,204.00	(328,762.69)	61
NON-DEPARTMENTAL	2,183,697.49	2,187,496.83	3,799.34	2,461,920.73	4,054,577.15	1,592,656.42	46	5,338,670.00	(2,876,749.27)	54
TOTAL EXPENSE	3,183,031.83	4,605,472.71	1,422,440.88	9,669,580.82	16,388,044.81	6,718,463.99	28	34,814,876.00	25,145,295.18	72
REVENUE OVER/(UNDER) EXPENDITURE	(2,156,022.14)	(3,788,933.49)	1,632,911.35	(4,384,630.55)	(11,907,186.61)	7,522,556.06		(23,088,561.00)	(31,586,659.91)	

Budget Variance Report

Fund: 03 - SANITARY LANDFILL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
CHARGES FOR SERVICES	134,683.19	67,991.50	66,691.69	534,586.29	452,551.55	82,034.74	39	1,380,400.00	(845,813.71)	61
OTHER REVENUE	9,427.59	258.28	9,169.31	49,496.85	1,510.96	47,985.89	285	17,350.00	32,146.85	-185
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	144,110.78	68,249.78	75,861.00	584,083.14	454,062.51	130,020.63	42	1,397,750.00	(813,666.86)	58
<u>EXPENSE SUMMARY</u>										
LANDFILL	55,250.79	82,058.50	26,807.71	506,211.29	733,026.19	226,814.90	38	1,333,660.00	(827,448.71)	62
TOTAL EXPENSE	55,250.79	82,058.50	26,807.71	506,211.29	733,026.19	226,814.90	38	1,333,660.00	827,448.71	62
REVENUE OVER/(UNDER) EXPENDITURE	88,859.99	(13,808.72)	102,668.71	77,871.85	(278,963.68)	356,835.53		64,090.00	(1,641,115.57)	

Budget Variance Report
Fund: 04 - AIRPORT FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0	10,000.00	(10,000.00)	100
CHARGES FOR SERVICES	8,248.75	9,232.74	(983.99)	69,660.87	65,466.40	4,194.47	53	130,350.00	(60,689.13)	47
OTHER REVENUE	2,850.00	118,539.21	(115,689.21)	2,850.00	592,696.05	(589,846.05)	0	1,423,040.00	(1,420,190.00)	100
TRANSFER	0.00	0.00	0.00	0.00	77,091.00	(77,091.00)	0	77,091.00	(77,091.00)	100
TOTAL REVENUE	11,098.75	127,771.95	(116,673.20)	72,510.87	735,253.45	(662,742.58)	4	1,640,481.00	(1,567,970.13)	96
<u>EXPENSE SUMMARY</u>										
AIRPORT	17,089.33	144,007.99	126,918.66	85,393.62	728,120.69	642,727.07	5	1,744,266.00	(1,658,872.38)	95
TOTAL EXPENSE	17,089.33	144,007.99	126,918.66	85,393.62	728,120.69	642,727.07	5	1,744,266.00	1,658,872.38	95
REVENUE OVER/(UNDER) EXPENDITURE	(5,990.58)	(16,236.04)	10,245.46	(12,882.75)	7,132.76	(20,015.51)		(103,785.00)	(3,226,842.51)	

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	12,899.63	0.00	12,899.63	52	25,000.00	(12,100.37)	48
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	83,299.91	83,237.62	62.29	415,932.19	416,553.63	(621.44)	42	1,000,272.00	(584,339.81)	58
OTHER REVENUE	5,164.60	13.65	5,150.95	27,656.26	29.03	27,627.23	1,229	2,250.00	25,406.26	1,129
TOTAL REVENUE	88,464.51	83,251.27	5,213.24	456,488.08	416,582.66	39,905.42	44	1,027,522.00	(571,033.92)	56
EXPENSE SUMMARY										
STORM WATER DRAINAGE	412,890.64	460,794.99	47,904.35	449,912.83	943,141.95	493,229.12	32	1,398,010.00	(948,097.17)	68
TOTAL EXPENSE	412,890.64	460,794.99	47,904.35	449,912.83	943,141.95	493,229.12	32	1,398,010.00	948,097.17	68
REVENUE OVER/(UNDER) EXPENDITURE	(324,426.13)	(377,543.72)	53,117.59	6,575.25	(526,559.29)	533,134.54		(370,488.00)	(1,519,131.09)	

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	70,824.49	28,504.33	42,320.16	261,049.98	200,863.56	60,186.42	34	771,420.00	(510,370.02)	66
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0	24,754.00	(24,754.00)	100
OTHER REVENUE	6,224.25	24.63	6,199.62	31,261.24	79.12	31,182.12	695	4,500.00	26,761.24	-595
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	77,048.74	28,528.96	48,519.78	292,311.22	200,942.68	91,368.54	37	800,674.00	(508,362.78)	63
EXPENSE SUMMARY										
TOURISM	125,297.03	155,072.35	29,775.32	197,407.80	348,522.40	151,114.60	24	824,825.00	(627,417.20)	76
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	125,297.03	155,072.35	29,775.32	197,407.80	348,522.40	151,114.60	24	824,825.00	627,417.20	76
REVENUE OVER/(UNDER) EXPENDITURE	(48,248.29)	(126,543.39)	78,295.10	94,903.42	(147,579.72)	242,483.14		(24,151.00)	(1,135,779.98)	

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	6,651.63	41,603.84	(34,952.21)	292,822.54	262,798.06	30,024.48	107	273,240.00	19,582.54	-7
OTHER REVENUE	198.71	73.73	124.98	648.57	152.30	496.27	32	2,000.00	(1,351.43)	68
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	6,850.34	41,677.57	(34,827.23)	293,471.11	934,975.36	(641,504.25)	27	1,099,090.00	(805,618.89)	73
<u>EXPENSE SUMMARY</u>										
DEBT SERVICE	917,175.00	917,175.00	0.00	917,175.00	917,175.00	0.00	84	1,096,625.00	(179,450.00)	16
TOTAL EXPENSE	917,175.00	917,175.00	0.00	917,175.00	917,175.00	0.00	84	1,096,625.00	179,450.00	16
REVENUE OVER/(UNDER) EXPENDITURE	(910,324.66)	(875,497.43)	(34,827.23)	(623,703.89)	17,800.36	(641,504.25)		2,465.00	(985,068.89)	

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	1,458.30	524.20	57	3,500.00	(1,517.50)	43
INTERGOVERNMENTAL	1,013,328.55	0.00	1,013,328.55	1,013,328.55	0.00	1,013,328.55	101	1,000,134.00	13,194.55	-1
CHARGES FOR SERVICES	0.00	1,041.25	(1,041.25)	0.00	5,206.25	(5,206.25)	0	12,500.00	(12,500.00)	100
OTHER REVENUE	27,518.27	807.41	26,710.86	151,106.88	2,779.54	148,327.34	134	112,500.00	38,606.88	-34
TRANSFER	0.00	0.00	0.00	0.00	1,416,292.00	(1,416,292.00)	0	1,416,292.00	(1,416,292.00)	100
TOTAL REVENUE	1,040,846.82	2,140.32	1,038,706.50	1,166,417.93	1,425,736.09	(259,318.16)	46	2,544,926.00	(1,378,508.07)	54
EXPENSE SUMMARY										
STREET MAINTENANCE	691,332.27	499,079.77	(192,252.50)	1,147,489.50	2,495,398.85	1,347,909.35	19	5,991,354.00	(4,843,864.50)	81
PARKS & RECREATION	0.00	84,217.63	84,217.63	0.00	421,088.15	421,088.15	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	691,332.27	583,297.40	(108,034.87)	1,147,489.50	2,916,487.00	1,768,997.50	16	7,002,370.00	5,854,880.50	84
REVENUE OVER/(UNDER) EXPENDITURE	349,514.55	(581,157.08)	930,671.63	18,928.43	(1,490,750.91)	1,509,679.34		(4,457,444.00)	(7,233,388.57)	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	125.00	77.66	47.34	1,238.13	793.52	444.61	62	2,000.00	(761.87)	38
OTHER REVENUE	48.94	0.41	48.53	240.80	1.82	238.98	321	75.00	165.80	-221
TOTAL REVENUE	173.94	78.07	95.87	1,478.93	795.34	683.59	71	2,075.00	(596.07)	29
<u>EXPENSE SUMMARY</u>										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	173.94	78.07	95.87	1,478.93	795.34	683.59		2,075.00	(596.07)	

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	1,193.73	745.00	448.73	5,995.96	4,687.13	1,308.83	50	11,915.00	(5,919.04)	50
OTHER REVENUE	155.58	0.91	154.67	745.94	2.54	743.40	497	150.00	595.94	-397
TOTAL REVENUE	1,349.31	745.91	603.40	6,741.90	4,689.67	2,052.23	56	12,065.00	(5,323.10)	44
<u>EXPENSE SUMMARY</u>										
COURT TECHNOLOGY	0.00	1,259.91	1,259.91	0.00	6,299.55	6,299.55	0	15,125.00	(15,125.00)	100
TOTAL EXPENSE	0.00	1,259.91	1,259.91	0.00	6,299.55	6,299.55	0	15,125.00	15,125.00	100
REVENUE OVER/(UNDER) EXPENDITURE	1,349.31	(514.00)	1,863.31	6,741.90	(1,609.88)	8,351.78		(3,060.00)	(20,448.10)	

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

As Of: Item 6. 4

	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	3,288.37	3,200.00	88.37	3,288.37	3,200.00	88.37	103	3,200.00	88.37	-3
OTHER REVENUE	243.80	3.85	239.95	1,229.18	12.93	1,216.25	164	750.00	479.18	-64
TOTAL REVENUE	3,532.17	3,203.85	328.32	4,517.55	3,212.93	1,304.62	114	3,950.00	567.55	-14
<u>EXPENSE SUMMARY</u>										
PUBLIC SAFETY	0.00	1,666.00	1,666.00	0.00	8,330.00	8,330.00	0	20,000.00	(20,000.00)	100
TOTAL EXPENSE	0.00	1,666.00	1,666.00	0.00	8,330.00	8,330.00	0	20,000.00	20,000.00	100
REVENUE OVER/(UNDER) EXPENDITURE	3,532.17	1,537.85	1,994.32	4,517.55	(5,117.07)	9,634.62		(16,050.00)	(19,432.45)	

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	74,565.69	87,495.33	(12,929.64)	244,910.34	391,845.38	(146,935.04)	31	801,270.00	(556,359.66)	69
OTHER REVENUE	4,408.14	56.87	4,351.27	22,157.63	56.87	22,100.76	185	12,000.00	10,157.63	-85
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	78,973.83	87,552.20	(8,578.37)	267,067.97	391,902.25	(124,834.28)	33	813,270.00	(546,202.03)	67
<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	78,973.83	87,552.20	(8,578.37)	267,067.97	(269,922.75)	536,990.72		(10,580.00)	(1,370,052.03)	

Budget Variance Report
Fund: 79 - SEDA

As Of: Item 6. 4

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	69,292.23	66,880.01	2,412.22	334,415.68	305,462.99	28,952.69	45	738,190.00	(403,774.32)	55
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	4,796.04	97.98	4,698.06	25,890.68	330.11	25,560.57	173	15,000.00	10,890.68	-73
TOTAL REVENUE	74,088.27	66,977.99	7,110.28	360,306.36	305,793.10	54,513.26	48	753,190.00	(392,883.64)	52
<u>EXPENSE SUMMARY</u>										
SEDA	45,507.86	138,246.04	92,738.18	229,078.59	717,909.72	488,831.13	13	1,716,394.00	(1,487,315.41)	87
TOTAL EXPENSE	45,507.86	138,246.04	92,738.18	229,078.59	717,909.72	488,831.13	13	1,716,394.00	1,487,315.41	87
REVENUE OVER/(UNDER) EXPENDITURE	28,580.41	(71,268.05)	99,848.46	131,227.77	(412,116.62)	543,344.39		(963,204.00)	(1,880,199.05)	



City of Stephenville

Item 6.

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 02/29/2024

Categor...	2022-2023 Feb. Activity	2023-2024 Feb. Activity	Feb. Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	1,049,659.20	1,171,331.08	121,671.88	11.59%	10,825,407.12	11,208,656.73	383,249.61	3.54%
41 - LICENSES AND PERMITS	30,593.77	15,534.00	-15,059.77	-49.22%	258,700.94	437,568.64	178,867.70	69.14%
42 - FINES AND FORFEITURES	34,022.74	31,249.72	-2,773.02	-8.15%	109,425.03	122,553.72	13,128.69	12.00%
43 - INTERGOVERNMENTAL	300.00	4,590.54	4,290.54	1,430.18%	396,642.15	590,119.62	193,477.47	48.78%
44 - CHARGES FOR SERVICES	52,015.77	117,655.10	65,639.33	126.19%	450,213.03	343,173.12	-107,039.91	-23.78%
45 - OTHER REVENUE	60,393.22	115,545.17	55,151.95	91.32%	647,557.92	669,912.43	22,354.51	3.45%
Revenue Total:	1,226,984.70	1,455,905.61	228,920.91	18.66%	12,687,946.19	13,371,984.26	684,038.07	5.39%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	2,080.82	1,953.04	127.78	6.14%	9,560.52	9,450.84	109.68	1.15%
52 - CONTRACTUAL	9,269.47	9,958.88	-689.41	-7.44%	85,844.41	58,899.49	26,944.92	31.39%
53 - GENERAL SERVICES	177.35	239.55	-62.20	-35.07%	2,996.65	2,843.09	153.56	5.12%
55 - CAPITAL OUTLAY	0.00	18,949.60	-18,949.60	0.00%	0.00	84,301.38	-84,301.38	0.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	0.00	565.80	-565.80	0.00%
Department 101 - CITY COUNCIL Total:	11,527.64	31,101.07	-19,573.43	-169.80%	98,401.58	156,060.60	-57,659.02	-58.60%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	18,637.16	30,098.01	-11,460.85	-61.49%	93,022.11	149,434.04	-56,411.93	-60.64%
52 - CONTRACTUAL	106.00	433.00	-327.00	-308.49%	4,866.79	3,264.50	1,602.29	32.92%
53 - GENERAL SERVICES	27.50	805.66	-778.16	-2,829.67%	436.24	1,076.27	-640.03	-146.72%
Department 102 - CITY MANAGER Total:	18,770.66	31,336.67	-12,566.01	-66.94%	98,325.14	153,774.81	-55,449.67	-56.39%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	6,019.39	11,316.30	-5,296.91	-88.00%	25,678.06	50,353.08	-24,675.02	-96.09%
52 - CONTRACTUAL	463.43	982.62	-519.19	-112.03%	18,117.19	11,708.81	6,408.38	35.37%
53 - GENERAL SERVICES	28.99	194.17	-165.18	-569.78%	413.08	1,969.57	-1,556.49	-376.80%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	46,749.25	42,391.30	4,357.95	9.32%
Department 103 - CITY SECRETARY Total:	6,511.81	12,493.09	-5,981.28	-91.85%	90,957.58	106,422.76	-15,465.18	-17.00%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	494.84	58.58	436.26	88.16%	13,683.21	13,782.80	-99.59	-0.73%
Department 104 - EMERGENCY MANAGEMENT Total:	494.84	58.58	436.26	88.16%	13,683.21	13,782.80	-99.59	-0.73%
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	1,973.51	2,115.81	-142.30	-7.21%	9,893.99	10,783.53	-889.54	-8.99%
52 - CONTRACTUAL	2,611.88	3,337.89	-726.01	-27.80%	15,313.09	20,218.51	-4,905.42	-32.03%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
53 - GENERAL SERVICES	1,564.43	1,176.19	388.24	24.82%	7,243.95	29,929.80	-22,685.85	-313.17%
54 - MACHINE & EQUIPMENT MAI	957.75	5,362.51	-4,404.76	-459.91%	21,482.95	20,601.05	881.90	4.11%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	5,826.73	-5,826.73	0.00%
Department 105 - MUNICIPAL BUILDING Total:	7,107.57	11,992.40	-4,884.83	-68.73%	53,933.98	87,359.62	-33,425.64	-61.98%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	4,649.03	4,947.21	-298.18	-6.41%	23,397.95	24,478.11	-1,080.16	-4.62%
52 - CONTRACTUAL	2,674.01	2,311.44	362.57	13.56%	14,873.48	14,546.39	327.09	2.20%
53 - GENERAL SERVICES	2,749.69	13,948.64	-11,198.95	-407.28%	6,667.51	5,563.90	1,103.61	16.55%
54 - MACHINE & EQUIPMENT MAI	1,042.52	0.00	1,042.52	100.00%	7,369.73	16,655.64	-9,285.91	-126.00%
Department 106 - MUNICIPAL SERVICES CTR Total:	11,115.25	21,207.29	-10,092.04	-90.79%	52,308.67	61,244.04	-8,935.37	-17.08%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	6,500.72	6,382.80	117.92	1.81%	32,321.23	32,142.50	178.73	0.55%
52 - CONTRACTUAL	4,020.01	6,289.64	-2,269.63	-56.46%	32,056.57	39,590.29	-7,533.72	-23.50%
53 - GENERAL SERVICES	76.58	143.31	-66.73	-87.14%	461.71	256.02	205.69	44.55%
Department 107 - HUMAN RESOURCES Total:	10,597.31	12,815.75	-2,218.44	-20.93%	64,839.51	71,988.81	-7,149.30	-11.03%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	5,826.10	5,108.51	717.59	12.32%	29,141.48	24,444.11	4,697.37	16.12%
52 - CONTRACTUAL	370.48	1,682.65	-1,312.17	-354.18%	37,227.10	35,487.52	1,739.58	4.67%
53 - GENERAL SERVICES	0.00	2,914.75	-2,914.75	0.00%	0.00	8,679.04	-8,679.04	0.00%
Department 108 - DOWNTOWN Total:	6,196.58	9,705.91	-3,509.33	-56.63%	66,368.58	68,610.67	-2,242.09	-3.38%
Department: 201 - FINANCE								
51 - PERSONNEL	35,359.90	39,499.20	-4,139.30	-11.71%	173,539.97	196,915.94	-23,375.97	-13.47%
52 - CONTRACTUAL	8,690.01	8,566.30	123.71	1.42%	58,942.42	22,749.43	36,192.99	61.40%
53 - GENERAL SERVICES	61.61	24.17	37.44	60.77%	518.16	509.14	9.02	1.74%
54 - MACHINE & EQUIPMENT MAI	800.00	145.00	655.00	81.88%	29,119.68	41,336.95	-12,217.27	-41.96%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	100.00	-2,266.63	2,366.63	2,366.63%	1,286.53	-1,966.63	3,253.16	252.86%
Department 201 - FINANCE Total:	45,011.52	45,968.04	-956.52	-2.13%	263,406.76	259,544.83	3,861.93	1.47%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	15,223.47	15,161.07	62.40	0.41%	78,633.56	73,752.24	4,881.32	6.21%
52 - CONTRACTUAL	99.54	97.99	1.55	1.56%	917.11	1,176.53	-259.42	-28.29%
53 - GENERAL SERVICES	6,288.62	4,786.97	1,501.65	23.88%	20,686.83	34,917.95	-14,231.12	-68.79%
54 - MACHINE & EQUIPMENT MAI	20,873.77	7,214.21	13,659.56	65.44%	90,427.21	125,344.85	-34,917.64	-38.61%
Department 203 - INFORMATION TECHNOLOGY Total:	42,485.40	27,260.24	15,225.16	35.84%	190,664.71	235,191.57	-44,526.86	-23.35%
Department: 204 - TAX								
52 - CONTRACTUAL	47,404.24	228.00	47,176.24	99.52%	149,759.12	108,807.92	40,951.20	27.34%
Department 204 - TAX Total:	47,404.24	228.00	47,176.24	99.52%	149,759.12	108,807.92	40,951.20	27.34%
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	9,527.45	7,718.28	1,809.17	18.99%	42,643.61	43,807.21	-1,163.60	-2.73%
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	172.67	132.39	40.28	23.33%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	10.81	0.00	10.81	100.00%
Department 301 - LEGAL COUNSEL Total:	9,527.45	7,718.28	1,809.17	18.99%	42,827.09	43,939.60	-1,112.51	-2.60%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	5,894.08	7,002.86	-1,108.78	-18.81%	29,572.11	35,041.65	-5,469.54	-18.50%
52 - CONTRACTUAL	6,221.35	2,589.52	3,631.83	58.38%	17,447.97	18,105.89	-657.92	-3.77%
53 - GENERAL SERVICES	639.80	1,022.83	-383.03	-59.87%	4,602.12	5,786.47	-1,184.35	-25.73%
54 - MACHINE & EQUIPMENT MAI	1,500.00	0.00	1,500.00	100.00%	4,683.47	0.00	4,683.47	100.00%
Department 302 - MUNICIPAL COURT Total:	14,255.23	10,615.21	3,640.02	25.53%	56,305.67	58,934.01	-2,628.34	-4.67%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	31,573.52	32,199.14	-625.62	-1.98%	166,194.25	157,242.69	8,951.56	5.39%
52 - CONTRACTUAL	17,769.78	18,486.45	-716.67	-4.03%	83,585.82	84,502.53	-916.71	-1.10%
53 - GENERAL SERVICES	916.92	1,009.95	-93.03	-10.15%	12,313.53	13,451.13	-1,137.60	-9.24%
54 - MACHINE & EQUIPMENT MAI	-38,686.52	7,760.36	-46,446.88	-120.06%	18,475.12	30,877.10	-12,401.98	-67.13%
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:	11,573.70	59,455.90	-47,882.20	-413.72%	280,568.72	401,058.45	-120,489.73	-42.94%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	76,089.11	81,638.04	-5,548.93	-7.29%	348,772.43	387,702.69	-38,930.26	-11.16%
52 - CONTRACTUAL	21,251.83	13,414.06	7,837.77	36.88%	119,256.05	89,556.52	29,699.53	24.90%
53 - GENERAL SERVICES	10,073.04	14,084.57	-4,011.53	-39.82%	60,006.86	58,629.77	1,377.09	2.29%
54 - MACHINE & EQUIPMENT MAI	17,223.57	28,407.45	-11,183.88	-64.93%	57,127.78	79,306.22	-22,178.44	-38.82%
55 - CAPITAL OUTLAY	14,683.48	19,878.75	-5,195.27	-35.38%	226,478.10	197,587.07	28,891.03	12.76%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	5.33	0.00	5.33	100.00%
Department 501 - PARKS & RECREATION Total:	139,321.03	157,422.87	-18,101.84	-12.99%	811,646.55	812,782.27	-1,135.72	-0.14%
Department: 504 - LIBRARY								
51 - PERSONNEL	15,761.50	16,399.37	-637.87	-4.05%	78,334.46	81,211.21	-2,876.75	-3.67%
52 - CONTRACTUAL	1,270.47	2,237.35	-966.88	-76.10%	8,154.45	9,450.58	-1,296.13	-15.89%
53 - GENERAL SERVICES	2,252.79	1,439.70	813.09	36.09%	9,774.71	11,602.51	-1,827.80	-18.70%
54 - MACHINE & EQUIPMENT MAI	19.99	17.79	2.20	11.01%	2,866.99	3,455.75	-588.76	-20.54%
Department 504 - LIBRARY Total:	19,304.75	20,094.21	-789.46	-4.09%	99,130.61	105,720.05	-6,589.44	-6.65%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	6,011.27	6,430.94	-419.67	-6.98%	30,026.60	32,969.68	-2,943.08	-9.80%
52 - CONTRACTUAL	3,670.79	3,331.39	339.40	9.25%	16,745.84	17,954.20	-1,208.36	-7.22%
53 - GENERAL SERVICES	933.71	1,600.02	-666.31	-71.36%	5,736.26	8,439.15	-2,702.89	-47.12%
54 - MACHINE & EQUIPMENT MAI	0.00	237.62	-237.62	0.00%	905.20	1,033.38	-128.18	-14.16%
55 - CAPITAL OUTLAY	12,950.00	0.00	12,950.00	100.00%	23,649.00	67,200.00	-43,551.00	-184.16%
Department 506 - SENIOR CENTER Total:	23,565.77	11,599.97	11,965.80	50.78%	77,062.90	127,596.41	-50,533.51	-65.57%
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	0.00	146.36	-146.36	0.00%	2,757.07	2,586.25	170.82	6.20%
52 - CONTRACTUAL	3,201.48	8,472.91	-5,271.43	-164.66%	17,267.45	23,058.10	-5,790.65	-33.54%
53 - GENERAL SERVICES	1,179.50	10.00	1,169.50	99.15%	4,038.69	2,458.11	1,580.58	39.14%

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Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
54 - MACHINE & EQUIPMENT MAI	2,610.28	59.99	2,550.29	97.70%	4,887.12	19,567.45	-14,680.33	-300.39%
Department 507 - AQUATIC CENTER Total:	6,991.26	8,689.26	-1,698.00	-24.29%	28,950.33	47,669.91	-18,719.58	-64.66%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	253,720.18	274,573.28	-20,853.10	-8.22%	1,312,917.87	1,393,824.04	-80,906.17	-6.16%
52 - CONTRACTUAL	13,747.72	15,365.68	-1,617.96	-11.77%	125,448.60	78,666.12	46,782.48	37.29%
53 - GENERAL SERVICES	15,185.50	17,811.24	-2,625.74	-17.29%	94,914.62	105,290.88	-10,376.26	-10.93%
54 - MACHINE & EQUIPMENT MAI	5,073.35	16,179.74	-11,106.39	-218.92%	45,621.08	70,069.51	-24,448.43	-53.59%
55 - CAPITAL OUTLAY	29,045.96	1,259.50	27,786.46	95.66%	178,726.01	124,546.50	54,179.51	30.31%
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:	316,772.71	325,189.44	-8,416.73	-2.66%	1,895,564.09	1,910,332.96	-14,768.87	-0.78%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	351,355.26	381,655.15	-30,299.89	-8.62%	1,791,296.12	1,852,781.14	-61,485.02	-3.43%
52 - CONTRACTUAL	22,370.08	24,235.01	-1,864.93	-8.34%	187,755.55	198,105.39	-10,349.84	-5.51%
53 - GENERAL SERVICES	20,327.36	15,477.73	4,849.63	23.86%	122,956.47	71,564.51	51,391.96	41.80%
54 - MACHINE & EQUIPMENT MAI	87,325.89	17,177.71	70,148.18	80.33%	138,188.92	87,013.59	51,175.33	37.03%
55 - CAPITAL OUTLAY	234,043.87	62,234.60	171,809.27	73.41%	488,018.37	351,343.62	136,674.75	28.01%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	0.00	42,225.02	-42,225.02	0.00%
Department 701 - POLICE DEPARTMENT Total:	715,422.46	500,780.20	214,642.26	30.00%	2,728,215.43	2,603,033.27	125,182.16	4.59%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	37,217.11	38,028.76	-811.65	-2.18%	174,117.70	201,416.54	-27,298.84	-15.68%
52 - CONTRACTUAL	1,130.48	18,894.95	-17,764.47	-1,571.41%	19,895.52	132,994.24	-113,098.72	-568.46%
53 - GENERAL SERVICES	810.65	704.81	105.84	13.06%	6,210.22	5,656.17	554.05	8.92%
54 - MACHINE & EQUIPMENT MAI	0.00	4,087.50	-4,087.50	0.00%	9,314.00	20,223.58	-10,909.58	-117.13%
Department 801 - DEVELOPMENT SERVICES Total:	39,158.24	61,716.02	-22,557.78	-57.61%	209,537.44	360,290.53	-150,753.09	-71.95%
Department: 804 - GIS								
51 - PERSONNEL	5,762.81	6,293.75	-530.94	-9.21%	25,186.48	32,256.13	-7,069.65	-28.07%
52 - CONTRACTUAL	0.00	0.00	0.00	0.00%	1,831.99	132.39	1,699.60	92.77%
53 - GENERAL SERVICES	0.00	33.11	-33.11	0.00%	6.48	46.41	-39.93	-616.20%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	1,064.94	1,278.92	-213.98	-20.09%
Department 804 - GIS Total:	5,762.81	6,326.86	-564.05	-9.79%	28,089.89	33,713.85	-5,623.96	-20.02%
Expense Total:	1,508,878.23	1,373,775.26	135,102.97	8.95%	7,400,547.56	7,827,859.74	-427,312.18	-5.77%
Fund 01 Surplus (Deficit):	-281,893.53	82,130.35	364,023.88	129.14%	5,287,398.63	5,544,124.52	256,725.89	4.86%

Prior-Year Comparative Income Statement

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	510.67	0.00	-510.67	-100.00%	510.67	1,288.40	777.73	152.30%
44 - CHARGES FOR SERVICES	1,201,232.91	943,616.53	-257,616.38	-21.45%	4,500,510.98	4,696,586.66	196,075.68	4.36%
45 - OTHER REVENUE	146,856.45	83,393.16	-63,463.29	-43.21%	690,013.36	587,075.21	-102,938.15	-14.92%
Revenue Total:	1,348,600.03	1,027,009.69	-321,590.34	-23.85%	5,191,035.01	5,284,950.27	93,915.26	1.81%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	50,338.65	58,841.05	-8,502.40	-16.89%	260,016.27	302,180.37	-42,164.10	-16.22%
52 - CONTRACTUAL	1,696.00	4,066.88	-2,370.88	-139.79%	10,016.64	12,612.56	-2,595.92	-25.92%
53 - GENERAL SERVICES	0.00	402.31	-402.31	0.00%	1,294.75	2,770.34	-1,475.59	-113.97%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	708.46	-708.46	0.00%
55 - CAPITAL OUTLAY	3,926.53	1,849.89	2,076.64	52.89%	820,150.38	414,286.73	405,863.65	49.49%
Department 000 - UTILITIES ADMINISTRATION Total:	55,961.18	65,160.13	-9,198.95	-16.44%	1,091,478.04	732,558.46	358,919.58	32.88%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	20,256.11	23,173.85	-2,917.74	-14.40%	93,310.87	102,482.45	-9,171.58	-9.83%
52 - CONTRACTUAL	40,069.25	2,457.54	37,611.71	93.87%	378,637.59	358,437.92	20,199.67	5.33%
53 - GENERAL SERVICES	725.11	579.22	145.89	20.12%	5,741.81	4,411.70	1,330.11	23.17%
54 - MACHINE & EQUIPMENT MAI	27,995.17	34,665.92	-6,670.75	-23.83%	82,448.97	92,773.39	-10,324.42	-12.52%
55 - CAPITAL OUTLAY	922,291.20	0.00	922,291.20	100.00%	2,654,932.98	54,319.61	2,600,613.37	97.95%
Department 001 - WATER PRODUCTION Total:	1,011,336.84	60,876.53	950,460.31	93.98%	3,215,072.22	612,425.07	2,602,647.15	80.95%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	7,214.74	11,282.90	-4,068.16	-56.39%	39,997.25	48,570.54	-8,573.29	-21.43%
52 - CONTRACTUAL	9,557.69	12,289.92	-2,732.23	-28.59%	46,037.92	60,794.57	-14,756.65	-32.05%
53 - GENERAL SERVICES	2,108.63	3,974.41	-1,865.78	-88.48%	23,472.35	22,762.59	709.76	3.02%
54 - MACHINE & EQUIPMENT MAI	19,508.96	9,008.59	10,500.37	53.82%	40,184.11	65,929.83	-25,745.72	-64.07%
55 - CAPITAL OUTLAY	368,865.77	12,996.50	355,869.27	96.48%	960,150.94	246,384.34	713,766.60	74.34%
Department 002 - WATER DISTRIBUTION Total:	407,255.79	49,552.32	357,703.47	87.83%	1,109,842.57	444,441.87	665,400.70	59.95%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	14,972.20	12,047.99	2,924.21	19.53%	68,797.13	57,382.84	11,414.29	16.59%
52 - CONTRACTUAL	10,526.74	1,992.03	8,534.71	81.08%	50,681.89	7,259.10	43,422.79	85.68%
53 - GENERAL SERVICES	539.18	421.14	118.04	21.89%	3,970.42	6,320.22	-2,349.80	-59.18%
54 - MACHINE & EQUIPMENT MAI	3,617.78	-2,621.46	6,239.24	172.46%	78,550.84	45,195.28	33,355.56	42.46%
Department 003 - CUSTOMER SERVICE Total:	29,655.90	11,839.70	17,816.20	60.08%	202,000.28	116,157.44	85,842.84	42.50%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	16,767.69	13,687.42	3,080.27	18.37%	100,699.66	92,441.17	8,258.49	8.20%
52 - CONTRACTUAL	742.39	3,743.15	-3,000.76	-404.20%	8,324.75	48,055.52	-39,730.77	-477.26%
53 - GENERAL SERVICES	290.19	290.04	0.15	0.05%	4,996.24	5,452.74	-456.50	-9.14%
54 - MACHINE & EQUIPMENT MAI	2,987.04	22,168.56	-19,181.52	-642.16%	12,705.83	61,334.71	-48,628.88	-382.73%
55 - CAPITAL OUTLAY	2,027.72	642,416.64	-640,388.92	-31,581.72%	56,954.16	4,387,240.95	-4,330,286.79	-7,603.11%

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Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Department 011 - WASTEWATER COLLECTION Total:	22,815.03	682,305.81	-659,490.78	-2,890.60%	183,680.64	4,594,525.09	-4,410,844.45	-2,401.37%
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	80,578.12	88,501.04	-7,922.92	-9.83%	423,067.05	485,133.82	-62,066.77	-14.67%
54 - MACHINE & EQUIPMENT MAI	1,100.00	850.00	250.00	22.73%	140,531.77	9,977.03	130,554.74	92.90%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 012 - WASTEWATER TREATMENT Total:	81,678.12	89,351.04	-7,672.92	-9.39%	563,598.82	495,110.85	68,487.97	12.15%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	7,059.60	6,630.81	428.79	6.07%	34,418.94	32,457.55	1,961.39	5.70%
52 - CONTRACTUAL	6,175.09	4,765.51	1,409.58	22.83%	48,471.82	31,682.68	16,789.14	34.64%
53 - GENERAL SERVICES	16,511.77	28,587.49	-12,075.72	-73.13%	94,061.27	146,976.08	-52,914.81	-56.26%
54 - MACHINE & EQUIPMENT MAI	265.00	265.00	0.00	0.00%	24,553.23	1,325.00	23,228.23	94.60%
Department 020 - BILLING & COLLECTION Total:	30,011.46	40,248.81	-10,237.35	-34.11%	201,505.26	212,441.31	-10,936.05	-5.43%
Department: 901 - NON-DEPARTMENTAL								
52 - CONTRACTUAL	57,793.46	60,742.74	-2,949.28	-5.10%	311,453.30	338,563.59	-27,110.29	-8.70%
56 - BANK CHARGES	103.79	175.00	-71.21	-68.61%	141.70	577.39	-435.69	-307.47%
57 - DEBT SERVICE	2,109,342.87	2,122,779.75	-13,436.88	-0.64%	2,109,342.87	2,122,779.75	-13,436.88	-0.64%
Department 901 - NON-DEPARTMENTAL Total:	2,167,240.12	2,183,697.49	-16,457.37	-0.76%	2,420,937.87	2,461,920.73	-40,982.86	-1.69%
Expense Total:	3,805,954.44	3,183,031.83	622,922.61	16.37%	8,988,115.70	9,669,580.82	-681,465.12	-7.58%
Fund 02 Surplus (Deficit):	-2,457,354.41	-2,156,022.14	301,332.27	12.26%	-3,797,080.69	-4,384,630.55	-587,549.86	-15.47%

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Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	81,065.61	134,683.19	53,617.58	66.14%	479,357.72	534,586.29	55,228.57	11.52%
45 - OTHER REVENUE	6,319.91	9,427.59	3,107.68	49.17%	1,219,208.48	49,496.85	-1,169,711.63	-95.94%
Revenue Total:	87,385.52	144,110.78	56,725.26	64.91%	1,698,566.20	584,083.14	-1,114,483.06	-65.61%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	21,561.12	23,535.80	-1,974.68	-9.16%	113,825.52	120,626.33	-6,800.81	-5.97%
52 - CONTRACTUAL	11,987.16	466.60	11,520.56	96.11%	76,624.67	39,197.06	37,427.61	48.85%
53 - GENERAL SERVICES	10,469.21	9,600.58	868.63	8.30%	64,315.85	52,090.76	12,225.09	19.01%
54 - MACHINE & EQUIPMENT MAI	-6,442.06	21,647.81	-28,089.87	-436.04%	49,395.71	51,069.38	-1,673.67	-3.39%
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%
Department 030 - LANDFILL Total:	37,575.43	55,250.79	-17,675.36	-47.04%	1,690,612.49	506,211.29	1,184,401.20	70.06%
Expense Total:	37,575.43	55,250.79	-17,675.36	-47.04%	1,690,612.49	506,211.29	1,184,401.20	70.06%
Fund 03 Surplus (Deficit):	49,810.09	88,859.99	39,049.90	78.40%	7,953.71	77,871.85	69,918.14	879.06%

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Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 04 - AIRPORT FUND								
Revenue								
44 - CHARGES FOR SERVICES	8,287.59	8,248.75	-38.84	-0.47%	69,781.42	69,660.87	-120.55	-0.17%
45 - OTHER REVENUE	0.00	2,850.00	2,850.00	0.00%	0.00	2,850.00	2,850.00	0.00%
Revenue Total:	8,287.59	11,098.75	2,811.16	33.92%	69,781.42	72,510.87	2,729.45	3.91%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	605.30	5,660.90	-5,055.60	-835.22%	3,247.93	27,229.55	-23,981.62	-738.37%
52 - CONTRACTUAL	5,721.64	8,282.72	-2,561.08	-44.76%	25,146.17	31,397.26	-6,251.09	-24.86%
53 - GENERAL SERVICES	0.00	90.64	-90.64	0.00%	0.00	615.07	-615.07	0.00%
54 - MACHINE & EQUIPMENT MAI	0.00	3,055.07	-3,055.07	0.00%	9,020.72	10,423.49	-1,402.77	-15.55%
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:	6,326.94	17,089.33	-10,762.39	-170.10%	37,414.82	85,393.62	-47,978.80	-128.23%
Expense Total:	6,326.94	17,089.33	-10,762.39	-170.10%	37,414.82	85,393.62	-47,978.80	-128.23%
Fund 04 Surplus (Deficit):	1,960.65	-5,990.58	-7,951.23	-405.54%	32,366.60	-12,882.75	-45,249.35	-139.80%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance		2022-2023	2023-2024	YTD Variance	
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	5,112.92	0.00	-5,112.92	-100.00%	5,112.92	12,899.63	7,786.71	152.29%
44 - CHARGES FOR SERVICES	118,086.77	83,299.91	-34,786.86	-29.46%	418,526.18	415,932.19	-2,593.99	-0.62%
45 - OTHER REVENUE	3,448.05	5,164.60	1,716.55	49.78%	13,680.33	27,656.26	13,975.93	102.16%
Revenue Total:	126,647.74	88,464.51	-38,183.23	-30.15%	437,319.43	456,488.08	19,168.65	4.38%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	16,991.80	6,075.64	10,916.16	64.24%	99,413.75	42,597.83	56,815.92	57.15%
54 - MACHINE & EQUIPMENT MAI	8,506.80	0.00	8,506.80	100.00%	10,610.12	0.00	10,610.12	100.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	103.79	175.00	-71.21	-68.61%	603.79	675.00	-71.21	-11.79%
57 - DEBT SERVICE	402,561.00	406,640.00	-4,079.00	-1.01%	402,561.00	406,640.00	-4,079.00	-1.01%
Department 050 - STORM WATER DRAINAGE Total:	428,163.39	412,890.64	15,272.75	3.57%	513,188.66	449,912.83	63,275.83	12.33%
Expense Total:	428,163.39	412,890.64	15,272.75	3.57%	513,188.66	449,912.83	63,275.83	12.33%
Fund 05 Surplus (Deficit):	-301,515.65	-324,426.13	-22,910.48	-7.60%	-75,869.23	6,575.25	82,444.48	108.67%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	57,377.42	70,824.49	13,447.07	23.44%	230,102.17	261,049.98	30,947.81	13.45%
45 - OTHER REVENUE	3,620.67	6,224.25	2,603.58	71.91%	15,876.74	31,261.24	15,384.50	96.90%
Revenue Total:	60,998.09	77,048.74	16,050.65	26.31%	245,978.91	292,311.22	46,332.31	18.84%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	5,080.16	5,315.55	-235.39	-4.63%	24,474.15	25,850.25	-1,376.10	-5.62%
52 - CONTRACTUAL	35,045.62	9,962.61	25,083.01	71.57%	46,797.16	50,820.22	-4,023.06	-8.60%
53 - GENERAL SERVICES	0.00	135.48	-135.48	0.00%	500.00	412.98	87.02	17.40%
57 - DEBT SERVICE	99,552.50	101,350.00	-1,797.50	-1.81%	99,552.50	101,350.00	-1,797.50	-1.81%
58 - GRANT DISBURSEMENTS	10,366.17	8,533.39	1,832.78	17.68%	76,363.41	18,974.35	57,389.06	75.15%
Department 070 - TOURISM Total:	150,044.45	125,297.03	24,747.42	16.49%	247,687.22	197,407.80	50,279.42	20.30%
Expense Total:	150,044.45	125,297.03	24,747.42	16.49%	247,687.22	197,407.80	50,279.42	20.30%
Fund 07 Surplus (Deficit):	-89,046.36	-48,248.29	40,798.07	45.82%	-1,708.31	94,903.42	96,611.73	5,655.40%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	11,681.30	6,651.63	-5,029.67	-43.06%	254,424.99	292,822.54	38,397.55	15.09%
45 - OTHER REVENUE	238.53	198.71	-39.82	-16.69%	1,081.80	648.57	-433.23	-40.05%
Revenue Total:	11,919.83	6,850.34	-5,069.49	-42.53%	255,506.79	293,471.11	37,964.32	14.86%
Expense								
Department: 080 - DEBT SERVICE								
57 - DEBT SERVICE	900,050.00	917,175.00	-17,125.00	-1.90%	900,050.00	917,175.00	-17,125.00	-1.90%
Department 080 - DEBT SERVICE Total:	900,050.00	917,175.00	-17,125.00	-1.90%	900,050.00	917,175.00	-17,125.00	-1.90%
Expense Total:	900,050.00	917,175.00	-17,125.00	-1.90%	900,050.00	917,175.00	-17,125.00	-1.90%
Fund 08 Surplus (Deficit):	-888,130.17	-910,324.66	-22,194.49	-2.50%	-644,543.21	-623,703.89	20,839.32	3.23%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance		2022-2023	2023-2024	YTD Variance	
	Feb. Activity	Feb. 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	1,013,328.55	1,013,328.55	0.00%	0.00	1,013,328.55	1,013,328.55	0.00%
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	27,274.81	27,518.27	243.46	0.89%	134,558.17	151,106.88	16,548.71	12.30%
Revenue Total:	27,274.81	1,040,846.82	1,013,572.01	3,716.15%	141,957.55	1,166,417.93	1,024,460.38	721.67%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	94,395.56	691,332.27	-596,936.71	-632.38%	918,444.89	1,147,489.50	-229,044.61	-24.94%
Department 402 - STREET MAINTENANCE Total:	94,395.56	691,332.27	-596,936.71	-632.38%	918,444.89	1,147,489.50	-229,044.61	-24.94%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 501 - PARKS & RECREATION Total:	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Expense Total:	94,395.56	691,332.27	-596,936.71	-632.38%	918,444.89	1,147,489.50	-229,044.61	-24.94%
Fund 10 Surplus (Deficit):	-67,120.75	349,514.55	416,635.30	620.73%	-776,487.34	18,928.43	795,415.77	102.44%

Prior-Year Comparative Income Statement

For the Period Ending 02/28/24 Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance		2022-2023	2023-2024	YTD Variance	
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	248.61	125.00	-123.61	-49.72%	1,117.26	1,238.13	120.87	10.82%
45 - OTHER REVENUE	29.84	48.94	19.10	64.01%	130.66	240.80	110.14	84.30%
Revenue Total:	278.45	173.94	-104.51	-37.53%	1,247.92	1,478.93	231.01	18.51%
Fund 11 Total:	278.45	173.94	-104.51	-37.53%	1,247.92	1,478.93	231.01	18.51%

Prior-Year Comparative Income Statement

For the Period Ending 02/28/24 Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance		2022-2023	2023-2024	YTD Variance	
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	1,074.52	1,193.73	119.21	11.09%	4,707.67	5,995.96	1,288.29	27.37%
45 - OTHER REVENUE	77.58	155.58	78.00	100.54%	327.78	745.94	418.16	127.57%
Revenue Total:	1,152.10	1,349.31	197.21	17.12%	5,035.45	6,741.90	1,706.45	33.89%
Fund 12 Total:	1,152.10	1,349.31	197.21	17.12%	5,035.45	6,741.90	1,706.45	33.89%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance		2022-2023	2023-2024	YTD Variance	
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
43 - INTERGOVERNMENTAL	3,369.07	3,288.37	-80.70	-2.40%	3,369.07	3,288.37	-80.70	-2.40%
45 - OTHER REVENUE	323.83	243.80	-80.03	-24.71%	1,474.99	1,229.18	-245.81	-16.67%
Revenue Total:	3,692.90	3,532.17	-160.73	-4.35%	4,844.06	4,517.55	-326.51	-6.74%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	400.00	0.00	400.00	100.00%	400.00	0.00	400.00	100.00%
Department 130 - PUBLIC SAFETY Total:	400.00	0.00	400.00	100.00%	400.00	0.00	400.00	100.00%
Expense Total:	400.00	0.00	400.00	100.00%	400.00	0.00	400.00	100.00%
Fund 13 Surplus (Deficit):	3,292.90	3,532.17	239.27	7.27%	4,444.06	4,517.55	73.49	1.65%

Prior-Year Comparative Income Statement

For the Period Ending 02/28/24 Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	158,304.63	74,565.69	-83,738.94	-52.90%	314,107.03	244,910.34	-69,196.69	-22.03%
45 - OTHER REVENUE	2,010.72	4,408.14	2,397.42	119.23%	8,251.39	22,157.63	13,906.24	168.53%
Revenue Total:	160,315.35	78,973.83	-81,341.52	-50.74%	322,358.42	267,067.97	-55,290.45	-17.15%
Fund 20 Total:	160,315.35	78,973.83	-81,341.52	-50.74%	322,358.42	267,067.97	-55,290.45	-17.15%

Prior-Year Comparative Income Statement

For the Period Ending 02/2

Item 6.

Categor...	2022-2023	2023-2024	Feb. Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	Feb. Activity	Feb. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 79 - SEDA								
Revenue								
40 - TAXES	68,436.24	69,292.23	855.99	1.25%	327,222.81	334,415.68	7,192.87	2.20%
45 - OTHER REVENUE	4,294.35	4,796.04	501.69	11.68%	19,695.04	25,890.68	6,195.64	31.46%
Revenue Total:	72,730.59	74,088.27	1,357.68	1.87%	346,917.85	360,306.36	13,388.51	3.86%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	24,342.90	24,479.59	-136.69	-0.56%	108,550.96	116,775.74	-8,224.78	-7.58%
52 - CONTRACTUAL	8,668.87	9,424.34	-755.47	-8.71%	35,693.70	22,587.78	13,105.92	36.72%
53 - GENERAL SERVICES	2,993.72	709.12	2,284.60	76.31%	4,581.49	2,362.42	2,219.07	48.44%
54 - MACHINE & EQUIPMENT MAI	811.06	894.81	-83.75	-10.33%	1,154.97	2,139.01	-984.04	-85.20%
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	10,000.00	-10,000.00	0.00%	191,738.71	85,094.95	106,643.76	55.62%
Department 790 - SEDA Total:	36,816.55	45,507.86	-8,691.31	-23.61%	341,780.55	229,078.59	112,701.96	32.97%
Expense Total:	36,816.55	45,507.86	-8,691.31	-23.61%	341,780.55	229,078.59	112,701.96	32.97%
Fund 79 Surplus (Deficit):	35,914.04	28,580.41	-7,333.63	-20.42%	5,137.30	131,227.77	126,090.47	2,454.41%
Total Surplus (Deficit):	-3,832,337.29	-2,811,897.25	1,020,440.04	26.63%	370,253.31	1,132,220.40	761,967.09	205.80%

Fund Summary

Fund	2022-2023		Feb. Variance		2022-2023		YTD Variance	
	Feb. Activity	2023-2024 Feb. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2023-2024 YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-281,893.53	82,130.35	364,023.88	129.14%	5,287,398.63	5,544,124.52	256,725.89	4.86%
02 - WATER AND WASTEWA...	-2,457,354.41	-2,156,022.14	301,332.27	12.26%	-3,797,080.69	-4,384,630.55	-587,549.86	-15.47%
03 - SANITARY LANDFILL FU...	49,810.09	88,859.99	39,049.90	78.40%	7,953.71	77,871.85	69,918.14	879.06%
04 - AIRPORT FUND	1,960.65	-5,990.58	-7,951.23	-405.54%	32,366.60	-12,882.75	-45,249.35	-139.80%
05 - STORM WATER DRAINA...	-301,515.65	-324,426.13	-22,910.48	-7.60%	-75,869.23	6,575.25	82,444.48	108.67%
07 - HOTEL OCCUPANCY TAX ...	-89,046.36	-48,248.29	40,798.07	45.82%	-1,708.31	94,903.42	96,611.73	5,655.40%
08 - DEBT SERVICE FUND	-888,130.17	-910,324.66	-22,194.49	-2.50%	-644,543.21	-623,703.89	20,839.32	3.23%
10 - CAPITAL PROJECTS FUND	-67,120.75	349,514.55	416,635.30	620.73%	-776,487.34	18,928.43	795,415.77	102.44%
11 - CHILD SAFETY FUND	278.45	173.94	-104.51	-37.53%	1,247.92	1,478.93	231.01	18.51%
12 - COURT TECHNOLOGY F...	1,152.10	1,349.31	197.21	17.12%	5,035.45	6,741.90	1,706.45	33.89%
13 - PUBLIC SAFETY FUND	3,292.90	3,532.17	239.27	7.27%	4,444.06	4,517.55	73.49	1.65%
20 - TAX INCREMENT FINANC...	160,315.35	78,973.83	-81,341.52	-50.74%	322,358.42	267,067.97	-55,290.45	-17.15%
79 - SEDA	35,914.04	28,580.41	-7,333.63	-20.42%	5,137.30	131,227.77	126,090.47	2,454.41%
Total Surplus (Deficit):	-3,832,337.29	-2,811,897.25	1,020,440.04	26.63%	370,253.31	1,132,220.40	761,967.09	205.80%



CITY COUNCIL WORK SESSION

City Hall, Training Room
Tuesday, March 05, 2024 at 5:30 PM

MINUTES

COUNCIL PRESENT: Mayor Doug Svien
Council Member Justin Haschke
Council Member Bob Newby
Council Member Maddie Smith
Council Member David Baskettt
Council Member Brandon Greenhaw
Council Member Mark McClinton

COUNCIL ABSENT: Council Member LeAnn Durfey
Council Member Lonon Reisman

OTHERS ATTENDING: Jason M. King, City Manager
Sarah Lockenour, City Secretary
Randy Thomas, City Attorney

CALL TO ORDER

Mayor Svien called the City Council Work Session to order at 6.01 PM.

REGULAR AGENDA

1. Discuss Budget Amendments for Fiscal Year 2023-2024

City Manager Jason King led a discussion of Budget Amendments for Fiscal Year 2023-2024 for Public Safety and Non-Public Safety City Employees.

ADJOURN

Mayor Svien adjourned the City Council Work Session at 6:16 PM.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

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.



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, March 05, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, March 05, 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 Bob Newby
Council Member Maddie Smith
Council Member David Baskett
Council Member Brandon Greenhaw
Council Member Mark McClinton

COUNCIL ABSENT: Council Member LeAnn Durfey
Council Member Lon Reisman

OTHERS ATTENDING: Jason M. King, City Manager
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

CALL TO ORDER

Mayor Svien called the Regular City Council Meeting to order at 5:30 PM.

PLEDGES OF ALLEGIANCE

Council Member Mark McClinton led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Pastor Ed Dittfurth with Cornerstone Assembly of God

PRESENTATIONS AND RECOGNITIONS

Proclamation Recognizing Zeta Phi Beta Sorority, Inc.

Mayor Svien pulled this item from the agenda. Proclamation will be given at later date.

Oath of Office for New Stephenville Police Officer

City Secretary Sarah Lockenour administered the Oath of Office to the newest Stephenville Police Officer Gregory Blue.

CITIZENS GENERAL DISCUSSION

No one addressed the Council at this time.

REGULAR AGENDA

1. City Secretary Records Management Update

City Secretary Sarah Lockenour presented an update on the records management project of digitizing records.

2. Consider Approval of Fee Waiver for Development Fees for a Habitat for Humanity Property Located at 224 W. Walnut

Development Director Steve Killen presented this item to Council.

Mrs. Stacy Morrison, representing Habitat for Humanity, is requesting a waiver of all development fees for property located at 224 W. Walnut. This will be for the construction of a 1,000-sf single-family residential structure. Current Zoning is R-3, Multifamily. Future Land Use is designated as single-family. Any fee reduction will have a direct correlation on the projected revenue collections for the General Fund/Development Services Department.

Estimated Fees known at this time are as follows:

Plan Review:	\$809.00
Parkland Dedication:	\$825.00
Building Permit:	\$884.00
Water and Sewer Taps:	\$2,000.00 *(If applicable - Estimated/Pass Through)
Estimated Amount:	\$4518.00

MOTION by Mark McClinton, second by Bob Newby, to approve the fee waiver for city fees only, not water and sewer. MOTION CARRIED unanimously.

3. Consider Approval of Fee Waiver for Rezone and Replat Fees for a Habitat for Humanity Property Located on Drew Street

Mrs. Stacy Morrison, representing Habitat for Humanity, is requesting a waiver of all development fees for property located on Drew St. This will be for the construction of single-family residential structures. Current Zoning is B-2, Retail and Commercial. Future Land Use is designated as Retail. Any fee reduction will have a direct correlation on the projected revenue collections for the General Fund/Development Services Department.

Estimated Fees known at this time are as follows:

Rezone:	\$310.00
Replat:	\$310.00
Estimated Amount:	\$620.00

MOTION by Mark McClinton, second by Maddie Smith, to approve the fee waiver for development fees as presented. MOTION CARRIED unanimously.

4. Consider Approval of Citizen Request for the Waiver of Hotel Occupancy Taxes, Penalty, and Interest for February Through December 2023

Director of Finance Monica Harris presented this item to Council on behalf of citizen and Short-Term Rental owner Miriam Callahan.

Due to the difficulty Ms. Callahan has faced since May 2023 related to Airbnb and the deduction of her 9% Hotel Occupancy Tax directly from Airbnb, Ms. Callahan requested that Council approve waiving her Hotel Occupancy Taxes, Penalty and Interest fees for February through December 2023 in the amount of \$1,001.23.

Miriam Callahan of 7228 Emerald Dr., Brownwood, Texas, addressed Council on this matter.

MOTION by Justin Haschke, second by Mark McClinton, to waive the Interest and Penalties in the amount of \$137.16 for this matter. MOTION CARRIED unanimously.

Staff will work with Ms. Callahan on setting up a payment plan for the remaining amount due.

DEVELOPMENT SERVICES COMMITTEE

David Baskett, Chair

5. Development Services Committee Report from February 20, 2024

Development Services Committee Chair David Baskett presented the Committee Report from February 20, 2024, to Council.

Chairman David Baskett opened the meeting and invited staff to update the Committee. Steve Killen provided a brief overview of the materials that were presented and reviewed by the Comprehensive Plan Advisory Panel on February 13, 2024. Mr. Killen also presented an overview of the proposed schedule. Mr. Killen responded to the affirmative that follow-up discussions occurred with Lionheart at the conclusion of the Advisory Panel meeting and that staff would solicit input from the Planning and Zoning Commission in relation to the final draft of the Comprehensive Plan once received.

PARKS AND LEISURE SERVICES COMMITTEE

Lonn Reisman, Chair

6. Parks and Leisure Services Committee Report from February 20, 2024

City Manager Jason King presented the Committee Report from February 20, 2024, to Council.

Staff recommend entering into an agreement with Patuxnet Roofing / L. D. Tebben Company for waterproofing the stone exterior walls using Seal-a-Por, a specialized waterproofing solution from The Garland Company Inc.

Patuxnet Roofing / L. D. Tebben Company in conjunction with The Garland Company Inc., will provide the following scope of work for the Stephenville Recreation Hall.

1. **Project Overview:** This scope of work outlines the process and requirements for waterproofing stone walls using Seal-a-por, a specialized waterproofing solution. The objective is to protect the stone walls from water infiltration, ensuring their longevity and structural integrity. The project area comprises [insert total square footage] of stone walls.
2. **Preparatory Work:** Conduct a thorough inspection of the stone walls to identify cracks, gaps, or other points of potential water entry. Clean the stone walls to remove dirt, dust, loose mortar, and other contaminants. Repair any visible cracks or damages using appropriate materials and techniques.
3. **Waterproofing Process:** Mix Seal-a-por according to the manufacturer's instructions. Apply Seal-a-por to the stone walls at a rate of 1 gallon per 100-200 square feet, ensuring even coverage. Utilize brushes, rollers, or sprayers as suitable for the specific application, ensuring all surfaces are adequately coated. Pay special attention to corners, joints, and any vulnerable areas prone to water penetration. Allow Seal-a-por to dry and cure as per the manufacturer's recommended drying time.
4. **Quality Assurance:** Inspect the applied Seal-a-por to ensure uniform coverage and proper sealing of the stone walls. Conduct a water test to verify the effectiveness of the waterproofing treatment. Rectify any areas with inadequate coverage or signs of water seepage promptly.
5. **Site Cleanup:** Clean up the work area, removing any debris, equipment, or materials used during the waterproofing process. Dispose of waste materials in an environmentally responsible manner.
6. **Safety Measures:** Adhere to all safety protocols and guidelines during the application of Seal-a-por. Ensure workers are equipped with appropriate personal protective equipment (PPE) such as gloves, masks, and safety goggles.
7. **Documentation:** Provide detailed documentation of the application process, including photographs before and after the waterproofing treatment. Furnish information on the quantity of Seal-a-por used, as well as any specific conditions or challenges encountered during the application.
8. **Project Completion:** Upon successful completion of the waterproofing process and inspection, the project will be considered finished. Provide the client with a comprehensive overview of the work carried out and any relevant maintenance instructions for the treated stone walls.

Cost: \$38,447.00 (inclusive of all labor, materials, and equipment to complete base bid)

Terms: 100% due upon completion

MOTION by Lonan Reisman, second by Bob Newby, to send a positive recommendation to full Council to approve the agreement with Patuxnet Roofing / L. D. Tebben Company for waterproofing the stone exterior walls using Seal-a-Por, a specialized waterproofing solution from The Garland Company Inc. MOTION CARRIED unanimously.

7. Consider Approval of Contract for Recreation Hall Building Waterproofing

MOTION by David Baskett, second by Brandon Greenhaw, to approve the contract for the waterproofing of the Recreation Hall Building as presented. MOTION CARRIED unanimously.

NOMINATIONS COMMITTEE

Maddie Smith, Chair

8. Nominations Committee Report from February 20, 2024

Nominations Committee Chair Maddie Smith presented the Committee Report from February 20, 2024, to Council.

The committee met on February 20, 2024, to review applications for Citizen Boards and Commissions. The committee chair, Maddie Smith, shared the only citizen board with open positions is the Parks & Leisure Services Advisory Board with three open positions. The Nominations Committee received four nominations:

Faye Hodges

Kindall Hurley

Drew Robinson

Sheryl Wells

The following recommendations were made for the Parks and Leisure Services Advisory Board:

MOTION by Maddie Smith, second by Brandon Greenhaw, to recommend to full council the appointment of Faye Hodges, Kindall Hurley, and Drew Robinson to the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

9. Consider Approval of Nominations to Citizen Boards and Commissions

MOTION by Maddie Smith, second by David Baskett, to appoint Faye Hodges to the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Brandon Greenhaw, to appoint Kindall Hurley to the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Bob Newby, to appoint Drew Robinson to the Parks and Leisure Services Advisory Board. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

10. Monthly Budget Report for the Period Ending January 31, 2024

Director of Finance Monica Harris presented the monthly budget report as follows:

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

Property Tax Collections: We received \$3.5 million in property taxes in the month of January, resulting in a \$434K increase over the funds collected last fiscal year to date. The amount collected is 96% of the \$7.3 million budget, which is \$102K more than anticipated.

Sales and Use Tax: We received \$790K in sales tax in January, resulting in \$91K or 3% more than the funds collected last fiscal year to date. The amount collected is 36% of the \$9.4 million budget, which is \$307K higher than anticipated.

Revenue (by fund): Of the \$17.9 million revenue received to date, 67% was received in the General Fund, 24% was received in the Water/Wastewater Fund and 2% was received in the Landfill Fund.

Revenue (budget vs. actual): We received 46% of the total budgeted revenues through January, which is \$1.7 million more than anticipated due to taxes, building permits, intergovernmental, investment income, debt proceeds.

Revenue (prior year comparison): We received \$131K less revenue through January than last fiscal year to date due to debt proceeds received in the prior year.

Expenditures (by fund): Of the \$14 million spent to date, 46% was expended in the General Fund, 46% was expended in the Water/Wastewater Fund, and 3% was expended in the Landfill Fund.

Expenditures (budget vs. actual): We have expended 20% of the total budgeted expenditures through January, which is \$7.3 million less than anticipated due to personnel, contractual and capital outlay.

Expenditures (prior year comparison): We spent \$200K more in expenditures through January than last fiscal year to date due to personnel and equipment maintenance.

SEDA Revenue Comparison: SEDA has received an overall 38% of budgeted revenue through January, which is \$12K more than last fiscal year to date and \$50K more than anticipated due to taxes and interest income.

SEDA Expenditure Comparison: SEDA has spent an overall 11% of budgeted expenditures through January, which is \$121K less than last fiscal year to date due to contractual and grant disbursements and \$396K less than anticipated due to contractual, capital outlay and grant disbursements.

CONSENT AGENDA

11. Consider Approval of Minutes - Regular City Council Meeting - February 6, 2024
12. Consider Approval of Minutes - City Council Work Session - February 15, 2024
13. Consider Approval of Minutes - Special City Council Meeting - February 20, 2024
14. Consider Approval of ERSI Enterprise License Agreement
15. Revise Order of Election for May 4, 2024 Election

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

COMMENTS BY CITY MANAGER

City Manager Jason King shared about the Fly-In, Car Show and Farmer's Market that was held at the Stephenville Clark Regional Airport Saturday, March 2.

COMMENTS BY COUNCIL MEMBERS

Maddie Smith – Shout out to the Administrative Services staff on a great Fly-In event

- Thank you to all citizens who are willing to serve on the Citizen Boards and Commissions.
- Happy 10th birthday to Logan Smith

David Baskett – Congratulations to Parks and Leisure Services Director Darron Trussell and family on their new baby

- To those in the audience, thanks for coming and showing up. You are being heard.
- Shout out to Nick Williams and the Public Works staff for their work on Prairie Wind.

Mark McClinton – Thanks to the team at the Stephenville Landfill for their hard work. If you haven't been out to the landfill, you should.

- Thanks for Officer Bridges for the ride along.

RECESS TO CITY COUNCIL WORK SESSION

Mayor Svien recessed the Regular City Council Meeting at 5:58 PM.

RECONVENE REGULAR CITY COUNCIL MEETING

Mayor Svien reconvened the Regular City Council Meeting at 6:18 PM.

16. Consider Approval of Budget Amendments for Fiscal Year 2023-2024

MOTION by Justin Haschke, second by Mark McClinton, to approve, as discussed in the Work Session, a budget adjustment from the City's Street Repairs and Maintenance fund for \$230,000 into the Public Safety Pay Plan as presented. MOTION CARRIED unanimously.

MOTION by Justin Haschke, second by Mark McClinton, to approve budget adjustment from the City's Street Repairs and Maintenance fund for \$80,000 for the Non-Public Safety, general fund employees. MOTION CARRIED unanimously.

Mayor Svien recessed the Regular City Council Meeting at 6:19 PM and convened the Executive Session at 6:21 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

17. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in South Side Addition

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

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

17. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: real property located in South Side Addition

MOTION by David Baskett, second by Bob Newby, to deed the property located in the South Side Addition as discussed in Executive Session. MOTION CARRIED unanimously.

ADJOURN

With no further discussion, Mayor Svien adjourned the Regular City Council meeting at 6:28 PM.

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

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, March 19, 2024 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, March 19, 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 Justin Haschke
Council Member Bob Newby
Council Member Maddie Smith
Council Member David Baskett
Council Member Brandon Greenhaw
Council Member Mark McClinton

COUNCIL ABSENT: Council Member Lon Reisman

OTHERS ATTENDING: Jason M. King, City Manager
Randy Thomas, City Attorney
Sarah Lockenour, City Secretary

CALL TO ORDER

Mayor Svien called the Special City Council Meeting to order at 5:43 PM.

RECESS TO EMPLOYEE BENEFITS TRUST MEETING

Mayor Svien recessed the Special City Council Meeting at 5:43 PM.

EMPLOYEE BENEFITS TRUST MEETING

1. CALL TO ORDER

Mayor Svien called the Employee Benefits Trust Meeting to order at 5:43 PM.

2. Employee Benefits for Plan Year 2024-2025

Rodney Dryden from HUB International presented the benefits plan for 2024-2025, to include two plans through Blue Cross Blue Shield.

MOTION by Mark McClinton, second by Bob Newby, to forward to full council the Employee Benefits for Benefit Year 2024-2025 as presented. MOTION CARRIED unanimously.

3. ADJOURN

The Employee Benefits Trust Meeting was adjourned at 6:05 PM.

RECONVENE SPECIAL CITY COUNCIL MEETING

Mayor Svien reconvened the Special City Council Meeting at 6:05 PM.

4. Consider Approval of Employee Benefits for Benefit Year 2024-2025

MOTION by Justin Haschke, second by Brandon Greenhaw, to approve the Employee Benefits for Benefit year 2024-2025 as presented in the Employee Benefits Trust meeting. MOTION CARRIED unanimously.

EXECUTIVE SESSION

Mayor Svien recessed the Special City Council Meeting at 6:05 PM and convened the Executive Session at 6:08 PM.

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

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

The Mayor adjourned the Executive Session at 6:41 PM and reconvened the Special City Council Meeting at 6:42 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

Mayor Svien adjourned the Special City Council Meeting at 6:42 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: Approve the Expenditure for Motorola/Spillman CAD/RMS Annual Maintenance Cost

DEPARTMENT: Police

STAFF CONTACT: Dan M. Harris, Jr.

RECOMMENDATION:

Approve the budgeted expenditure for the annual maintenance agreement.

BACKGROUND:

In March of 2021 the police department went live with a new computer aided dispatch/records management system (CAD/RMS) called Spillman Flex by Motorola. This is a budgeted line item. The annual cost this year is \$60,944.96 and includes both police and fire department modules.

FISCAL IMPACT SUMMARY:

The expenditure amount of \$60,994.96 is more than the budgeted amount of \$59,000.00. The additional amount will be covered by budget savings from other budgeted items.

ALTERNATIVES

N/A



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com

Item 10.

ORIGINAL INVOICE

Transaction Number 8230445071		Transaction Date 16-FEB-2024		Transaction Total 3,362.21 USD	
P.O. Number			P.O. Date		Customer Account No 1209114828
Payment Terms Net Due in 30 Days					Payment Due Date 17-MAR-2024
Bill To Address STEPHENVILLE POLICE DEPARTMENT ATTN: Accounts Payable 356 N BELKNAP ST STEPHENVILLE TX 76401 United States			Project No: USTX20D080 Project Name: STEPHENVILLE PD USTX20D080		Ship To Address STEPHENVILLE POLICE DEPARTMENT 356 N BELKNAP ST STEPHENVILLE TX 76401 United States

IMPORTANT INFORMATION

Sales Order(s): USC000361827-R16-NOV-23 15:00:47

For all invoice payment inquiries contact
 AccountsReceivable@motorolasolutions.com
 Telephone: (801) 882-2693

SPECIAL INSTRUCTIONS / COMMENTS
 General Comment: Regular Invoice

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	SSV00S00474A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX RAPID NOTIFICATION 2.0 MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,727.46
2	SSV00S00187A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 ERS FIRE AND EMS RECORDS INTERFACE MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			571.53
3	SSV00S00590A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 ZOLL RESCUENET FRMS INTERFACE MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,063.22

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8230445071	Customer Account No 1209114828	Payment Due Date 17-MAR-2024	Transaction Total 3,362.21 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

STEPHENVILLE POLICE DEPARTMENT
 ATTN: Accounts Payable
 356 N BELKNAP ST
 STEPHENVILLE TX 76401
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:



Motorola Solutions, Inc.
 13108 Collections Center
 Chicago IL 60693
 United States
 Please provide your remittance details to:
 US.remittance@motorolasolutions.com

Item 10.



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

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ORIGINAL INVOICE

Transaction Number 8230445071	Transaction Date 16-FEB-2024	Transaction Total 3,362.21 USD	
P.O. Number		P.O. Date	Customer Account No 1209114828
Payment Terms Net Due in 30 Days			Payment Due Date 17-MAR-2024
Total Tax TX 0.00		USD Subtotal	3,362.21
		USD Total Tax	0.00
		USD Total	3,362.21
		USD Amount Due	3,362.21



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 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

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Item 10.

ORIGINAL INVOICE

Transaction Number 8230445061	Transaction Date 16-FEB-2024	Transaction Total 57,582.75 USD	
P.O. Number		P.O. Date	Customer Account No 1209114828
Payment Terms Net Due in 30 Days			Payment Due Date 17-MAR-2024
Bill To Address STEPHENVILLE POLICE DEPARTMENT ATTN: Accounts Payable 356 N BELKNAP ST STEPHENVILLE TX 76401 United States		Ship To Address STEPHENVILLE POLICE DEPARTMENT 356 N BELKNAP ST STEPHENVILLE TX 76401 United States	
Project No: USTX20D011 Project Name: STEPHENVILLE PD USTX20D011			

IMPORTANT INFORMATION

Sales Order(s): USC000361790-R16-NOV-23 15:00:41

For all invoice payment inquiries contact
 AccountsReceivable@motorolasolutions.com
 Telephone: (801) 882-2693

SPECIAL INSTRUCTIONS / COMMENTS
 General Comment: Regular Invoice

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	SSV00S00103A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 BRAZOS XML INTERFACE MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,910.64
2	SSV00S00012A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX CAD MAINTENANCE (ENHANCED) - STANDARD:16-MAR-2024:15-MAR-2025:			2,771.70
3	SSV00S00072A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX CAD MAPPING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,920.20
4	SSV00S00145A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX COMMAND STAFF PRODUCTIVITY DASHBOARD THIRD PARTY MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,148.21

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8230445061	Customer Account No 1209114828	Payment Due Date 17-MAR-2024	Transaction Total 57,582.75 USD	Amount Paid
---	--	--	--	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

STEPHENVILLE POLICE DEPARTMENT
 ATTN: Accounts Payable
 356 N BELKNAP ST
 STEPHENVILLE TX 76401
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:



Motorola Solutions, Inc.
 13108 Collections Center
 Chicago IL 60693
 United States
 Please provide your remittance details to:
 US.remittance@motorolasolutions.com



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8230445061		Transaction Date 16-FEB-2024		Transaction Total 57,582.75 USD	
P.O. Number			P.O. Date		Customer Account No 1209114828
Payment Terms Net Due in 30 Days				Payment Due Date 17-MAR-2024	

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Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
5	SSV00S00023A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX COMPSTAT MANAGEMENT DASHBOARD THIRD PARTY MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			2,296.45
6	SSV00S00178A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX DRIVER LICENSE SCANNING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			569.22
7	SSV00S00181A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 E9-1-1 INTERFACE MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			758.94
8	SSV00S00190A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX EVIDENCE BARCODE AND AUDITING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			569.22
9	SSV00S00193A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX EVIDENCE MANAGEMENT MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,139.21
10	SSV00S00015A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX HUB MAINTENANCE (ENHANCED) - STANDARD:16-MAR-2024:15-MAR-2025:			6,031.24
11	SSV00S00280A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX INSIGHT MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,139.21
12	SSV00S00033A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX LAW RECORDS MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			3,840.38
13	SSV00S00331A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE ARREST FORM MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,432.98
14	SSV00S00334A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE FIELD REPORT WITH FIELD INTERVIEW MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,920.20
15	SSV00S00036A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE AVL AND MAPPING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,432.98
16	SSV00S00354A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE VOICELESS CAD MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,432.98
17	SSV00S00038A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE RECORDS MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,432.98
18	SSV00S00352A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOBILE STATE & NATIONAL QUERIES MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,432.98
19	SSV00S00357A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX MOTOROLA ASTRO RADIO LOCATION INTEGRATION MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,268.87
20	SSV00S00262A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX IMAGING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,920.20
21	SSV00S00026A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX ESRI ARCGIS SERVER STANDARD MAINTENANCE:16-MAR-2024:15-MAR-2025:			3,189.50



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8230445061		Transaction Date 16-FEB-2024		Transaction Total 57,582.75 USD	
P.O. Number			P.O. Date		Customer Account No 1209114828
Payment Terms Net Due in 30 Days				Payment Due Date 17-MAR-2024	

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Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
22	SSV00S00208A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX ESRI ARCGIS SERVER HA STANDARD MAINTENANCE:16-MAR-2024:15-MAR-2025:			3,189.50
23	SSV00S00438A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX PIN MAPPING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,139.21
24	SSV00S00468A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX QUICKEST ROUTE MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			951.66
25	SSV00S00405A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX OFFENDER TRACKING MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,139.21
26	SSV00S00028A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX TOUCH MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,920.20
27	SSV00S00527A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX TRAFFIC INFORMATION MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			1,139.21
28	SSV00S00507A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX TEXAS ACCIDENT FORM THIRD PARTY MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			2,185.19
29	SSV00S00040A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX NIBRS MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			3,180.14
30	SSV00S00052A-SP	Service From: 16-MAR-2024 Service To: 15-MAR-2025 FLEX STATELINK MAINTENANCE - STANDARD:16-MAR-2024:15-MAR-2025:			3,180.14
Total Tax TX 0.00				USD Subtotal	57,582.75
				USD Total Tax	0.00
				USD Total	57,582.75
				USD Amount Due	57,582.75



STAFF REPORT

SUBJECT: Approve an Expenditure for 2023/2024 Patrol Unit Build Outs

DEPARTMENT: Police

STAFF CONTACT: Dan M. Harris, Jr.

RECOMMENDATION:

Approve an Expenditure for 2023/2024 Patrol Unit Build Outs

BACKGROUND:

For the last several years the city has used Dana Safety Supply to build out patrol units. This year they have submitted quotes to build out 3 patrol units: 1 supervisor school resource officer unit, 1 replacement school resource officer unit, and one patrol unit. All three are Chevrolet Tahoes. They are quoted using Buyboard #698-23 and do not require a bidding process.

FISCAL IMPACT SUMMARY:

The expenditure amount of \$73,380.25 is below the budgeted amount.

ALTERNATIVES

N/A

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	INFO STEPHENVILLE PD 2024 TAHOE- BLACK Warehouse: FTWO	0.0000	0.00
1	1	N	INFO BUYBOARD 698-23 35% OFF MSRP Warehouse: FTWO	0.0000	0.00
1	1	N	INFO PUSHBUMPER Warehouse: FTWO	0.0000	0.00
3	3	N	BK1527TAH21 SMC PB450L6 LIGHT READY PUSH BUMPER 21+ TAHOE Warehouse: FTWO	360.0000	1,080.00
3	3	N	mPOWER CUTOUPS HK2272TAH21 SMC PB10 W/PB9 STEEL Warehouse: FTWO	457.0000	1,371.00
30	30	N	HK2272TAH21 EMPS2STS5RBW SOI MPOWER FASCIA 4"18-LED STUD MNT RED/BLUE/WHI Warehouse: FTWO MOUNT FOUR ACROSS FRONT OF PUSH BUMPER, MOUNT ON SIDES OF PUSH BUMPER, AND ON PIT BARS	119.0000	3,570.00

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Print Time	12:11:18 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
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E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	ENGKTGD001 SOI BLUEPrint "Gold Package" Control System Warehouse: FTWO bluePRINT® Control System - Gold Package contains: - 2 ea ETSS100N Speakers - 2 ea ENGND04101 Remote Nodes - 1 ea ENGCC01241 Central Controller - 1 ea ENGSA07152 Siren 480 series 200w amp - 1 ea ENGCP18002 Control Panel - 2 ea ENGHNK02 Remote Node Harness - 1 ea ENGHNK01 Central control Harness	2,265.0000	6,795.00
3	3	N	ENGLMK001 SOI BLUPRINT LINK FOR 2021 TAHOE Warehouse: FTWO	272.0000	816.00
1	1	N	INFO LOW FREQUENCY SPEAKERS Warehouse: FTWO	0.0000	0.00
3	3	N	ETSKLF200 SOI LOW FREQUENCY AFTERSHOCK SIREN W/2 SPEAKERS Warehouse: FTWO	370.0000	1,110.00
1	1	N	INFO FRONT DOOR LIGHTS Warehouse: FTWO	0.0000	0.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

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STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
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E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Bryan Stevens		BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	N	EMPS203PL-8 SOI 4" MPOWER FASCIA WITH QUICK MOUNT Warehouse: FTWO	119.0000	714.00
1	1	N	INFO RUNNING BOARD LIGHTS Warehouse: FTWO	0.0000	0.00
6	6	N	ESLRL61058 SOI 61" SL RUNNING LIGHT RED/BLUE/WHITE - UNIVERSA Warehouse: FTWO RUNNING BOARDS. STEADY WHITE ALLEY.	340.0000	2,040.00
6	6	N	PSLVBK03 SOI NLINE RUNNING LIGHTS MOUNT 2021 TAHOE Warehouse: FTWO	35.0000	210.00
1	1	N	INFO REAR CARGO SIDE WINDOW Warehouse: FTWO	0.0000	0.00
12	12	N	EMPS4STS5RBW SOI MPOWER HD 4" 18-LED STUD MNT R/B/W Warehouse: FTWO	119.0000	1,428.00
6	6	N	PMP2WSDDB SOI 4" MPOWER DUAL WINDOW SHROUD-BLACK Warehouse: FTWO	22.0000	132.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INFO SPOILER MOUNT LIGHTBAR Warehouse: FTWO	0.0000	0.00
3	3	N	EMPAK00GCY SOI MPOWER ARROW KIT R/B/W Warehouse: FTWO	1,250.0000	3,750.00
1	1	N	INFO REAR PILLARS Warehouse: FTWO	0.0000	0.00
18	18	N	EMPS2QMS5RBW SOI MPOWER FASCIA 4"18-LED QUICK MNT RED/BLUE/WH Warehouse: FTWO	119.0000	2,142.00
18	18	N	PMP2WDG15B SOI MPOWER 4" 15 DEGREE WEDGE BLACK Warehouse: FTWO	5.0000	90.00
6	6	N	ENGND04101 SOI BLUEPRINT REMOTE NODE Warehouse: FTWO	175.0000	1,050.00
1	1	N	INFO REAR LICENSE PLATE Warehouse: FTWO	0.0000	0.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	N	EMPS2QMS5RBW SOI MPOWER FASCIA 4"18-LED QUICK MNT RED/BLUE/WH Warehouse: FTWO	119.0000	714.00
1	1	N	INFO CONSOLE Warehouse: FTWO	0.0000	0.00
3	3	N	KITCC21TH18SMSARMDSF TROY CONSOLE KIT Warehouse: FTWO KITCC21TH18SMSARMDSF TROY PART#KIT-CC-21TH-18-SMS-ARM-DSFW	925.0000	2,775.00
3	3	N	FACEPLATES NEEDED: FP-H-XL200M-R TROY HARRIS XL-200M FACEPLATE Warehouse: FTWO	0.0000	0.00
3	3	N	FP-SO380R TROY BLUEPRINT FACEPLATE Warehouse: FTWO	0.0000	0.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To
STEPHENVILLE POLICE DEPARTMENT 356 N Belknap St Stephenville, TX 76401

Ship To
DANA SAFETY SUPPLY 800 Railhead Rd # 3344 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	7170-0551-03 GJ DOCK FOR DELL LATITUDE, TRI RF, & LUND P/S Warehouse: FTWO The Dell Latitude Rugged Laptop docking station comes with convenient front-facing USB ports and MIC/AUX ports. This docking station has Tri RF antenna pass through connection and is adjustable to be compatible with the Dell Latitude 14 Rugged, Latitude 14 Rugged Extreme, and Latitude 12 Rugged Extreme Laptop computers. This kit includes a LIND 90W power supply.	945.5000	2,836.50
6	6	N	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: FTWO	30.0000	180.00
6	6	N	MISC SOI EBSDL0002-E 3" ROUND R/W Warehouse: FTWO 1 OVER DRIVER, 1 OVER PASSENGER FRONT HEADLINER	51.2500	307.50
1	1	N	INFO REAR SEAT AREA Warehouse: FTWO	0.0000	0.00
2	2	N	PK0602TAH21SCA SMC 10C-VS-RP 21 TAHOE Warehouse: FTWO PK0602TAH21SCA	650.0000	1,300.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

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E-mail: JLANIER@STEPHENVILLETX.GOV

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Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	QK2023TAH21 SMC #12 EXPANDED METAL W/ SEAT Warehouse: FTWO	1,065.0000	2,130.00
2	2	N	QK2023TAH21 DK0100TAH21 SMC TPO DOOR PANELS TAHOE Warehouse: FTWO	4.0000	8.00
2	2	N	DK0100TAH21 WK0514TAH21H SETINA REAR WINDOW BARS Warehouse: FTWO	160.0000	320.00
2	2	N	WK0040TAH21 SETINA CARGO WINDOW BARS 2021 TAHOE Warehouse: FTWO	260.0000	520.00
6	6	N	EBSDL0001-W SOI obSERVE+ Dome Light - 3" Round, Single Color – Whi Warehouse: FTWO 1 EACH SIDE OF FOOTWELL FACING REAR SEAT	47.5000	285.00
1	1	N	INFO REAR CARGO COMPARTMENT Warehouse: FTWO	0.0000	0.00

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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To

STEPHENVILLE POLICE DEPARTMENT
 356 N Belknap St
 Stephenville, TX 76401

Ship To

DANA SAFETY SUPPLY
 800 Railhead Rd # 3344
 Fort Worth, TX 76106

Contact: JEREMY LANIER
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E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By	Salesperson	Ordered By	Resale Number		
Bryan Stevens	BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	SB-ECO-2D-2635-T TROY FTWO CARGO BOX Warehouse: FTWO	1,950.0000	5,850.00
3	3	N	SB-ECO-2D-2635-T GK10342UHKSVSCAXL SMC DUAL T-RAIL W/ 2 UNIVERSAL XL LOCKS H/C KEY OVRRID Warehouse: FTWO	340.0000	1,020.00
1	1	N	DUAL GUNLOCK FOR FULL SIZE SUV'S & TRUCKS SEE ATTACHED GUNLOCK ORDER FROM ***** GF1092TAH21 SMC FREESTAND MOUNT Warehouse: FTWO	181.2500	181.25
1	1	N	GF1092TAH21 INFO MISCELLANEOUS EQUIPMENT Warehouse: FTWO	0.0000	0.00
3	3	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: FTWO INCLUDES INSTALLATION OF CUSTOMER SUPPLIED RADIO, AXON CAMERA, AND RADAR.	3,600.0000	10,800.00

Print Date	12/06/23
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Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	504054-C
Customer No.	STEPHENPD

Bill To
STEPHENVILLE POLICE DEPARTMENT 356 N Belknap St Stephenville, TX 76401

Ship To
DANA SAFETY SUPPLY 800 Railhead Rd # 3344 Fort Worth, TX 76106

Contact: JEREMY LANIER
Telephone: 254-918-1234

E-mail: JLANIER@STEPHENVILLETX.GOV

Contact: STEVENS
Telephone: 817-909-3639

E-mail: BSTEVENS@DANASAFETYSUPPLY.COM

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Bryan Stevens		BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: FTWO LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	400.0000	1,200.00
2	2	N	GRAPHICS-421394 Graphics-421394 Stephenville PD Warehouse: FTWO THIS DOES NOT INCLUDE LABOR FOR GRAPHICS INSTALL.	1,295.0000	2,590.00
2	2	N	GRAPHICS INSTALL GRAPHICS INSTALL Warehouse: FTWO	1,000.0000	2,000.00
3	3	N	5026B BLUESEA FUSE ST BLOCK Warehouse: FTWO	40.0000	120.00
3	3	N	PDP-13 BI Power Distribution Panel w/ Timers Warehouse: FTWO	70.0000	210.00
3	3	N	EWLPT005 SOI Scenelite SI7 Exterior Light Warehouse: FTWO	105.0000	315.00
6	6	N	5032B BLUE SEA SYSTEM FUSE BLOCK ST BLADE Warehouse: FTWO	40.0000	240.00

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12/05/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Bryan Stevens		BRYAN STEVENS-FORT WORT	SGT. MIKE DONLEY		
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
3	3	N	T62131B TIGER TOUGH 2021 TAHOE BUCKET SET BLACK Warehouse: FTWO	245.0000	735.00
6	6	N	MISC TIGER TOUCH CUSTOM LOGO EACH SEAT COVER Warehouse: FTWO STEPHENVILLE POLICE DEPT LOGO	35.0000	210.00
3	3	N	ENGSYMD01 SOI SOUND OFF / BLUEPRINT SYNC MODULE Warehouse: FTWO	200.0000	600.00
3	3	N	TINT Vehicle Window Tint Per Customers Specs Warehouse: FTWO 2 FRONT WINDOWS ONLY	150.0000	450.00
<p>*****POINT OF CONTACT***** JEREMY LANIER JLANIER@STEPHENVILLETX.GOV 254-918-1234</p> <p style="text-align: right;">Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities</p> <p style="text-align: center;">Quote Good for 30 Days</p>					

Print Date	12/06/23
Print Time	12:11:18 PM
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Subtotal	71,380.25
Freight	2,000.00
Order Total	73,380.25

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