



REGULAR CITY COUNCIL MEETING

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

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

Curt Plaxco, Stephenville Minister's Alliance

PRESENTATIONS

Upbeat Crusaders

Presentation by Debby Watson, Rhea Marrs, Janice Wyatt, and Donna Wesson

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

- [1.](#) Consider Approval of Selection of Local Newspaper for Legal Publications Pursuant to Section 2051.049 of the Government Code
2. Reallocation of Funds for Chamberlin Improvements Project
- [3.](#) Consider Emergency Repairs to Cedar Street

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

[4.](#) Case No.: RZ2024-008

Applicant Tres Property Investments, LLC, is Requesting a Rezone of Property Located at 978 Old Hico Rd, being Parcel R17600, A0196 DUPUY JOHN B, HOUSE: STG & MH SITE, (JR MILLER) of the City of Stephenville, Erath County, Texas from Retail & Commercial (B-2) to Multi-family Residential (R-3)

5. PUBLIC HEARING

Case No.: RZ2024-008

- [6.](#) Consider Approval of an Ordinance Rezoning of Property Located at 978 Old Hico Rd, being Parcel R17600, A0196 DUPUY JOHN B, HOUSE: STG & MH SITE, (JR MILLER) of the City of Stephenville, Erath County, Texas from Retail & Commercial (B-2) to Multi-family Residential (R-3)

PUBLIC WORKS COMMITTEE

Alan Nix, Chair

- [7.](#) Public Works Committee Report from June 18, 2024
- [8.](#) Consider Approval of Basin 4-South Sanitary Sewer Evaluation

DEVELOPMENT SERVICES COMMITTEE

Gerald Cook, Chair

- [9.](#) Development Services Committee Report from June 18, 2024
- [10.](#) Consider Approval of Ordinance Revising Section 155.6.20.H.1 of the Subdivision Ordinance

NOMINATIONS COMMITTEE

Maddie Smith, Chair

- [11.](#) Nominations Committee Report
- [12.](#) Consider Approval of Nominations to Citizen Boards and Commissions

FINANCE COMMITTEE

David Baskett, Chair

- [13.](#) Finance Committee Report from June 18, 2024
- [14.](#) Consider Approval to Purchase ClearGov Digital ACFR – Civic Edition

FINANCIAL REPORTS

Monica Harris, Director of Finance

- [15.](#) Monthly Budget Report for the Period Ending May 31, 2024

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT AGENDA

- [16.](#) Consider Approval of Minutes - June 4, 2024
- [17.](#) Consider Approval of Minutes - June 19, 2024
- [18.](#) Consider Approval of Minutes - June 27, 2024
- [19.](#) Consider Acceptance of the Lockhart Road Improvements Project
- [20.](#) Consider Approval of SimpleFiber Contract Addendum

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

- 21. Section 551.074 Personnel Matters** to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Executive Assistant to the City Manager

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

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

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

STAFF REPORT



SUBJECT: Selection of Local Newspaper for Legal Publications
DEPARTMENT: City Manager's Office
STAFF CONTACT: Jason King, City Manager

RECOMMENDATION:

Staff recommend selecting Dublin Citizen as Local Newspaper for legal publication purposes.

BACKGROUND:

The Stephenville Empire-Tribune was acquired by Cherry Road Media headquartered in New Jersey. Staff is recommending the City Council select the *Dublin Citizen* as the local newspaper for city operations due to ongoing complications relating to submission deadlines and customer service.

Staff met with representatives of the *Dublin Citizen* on June 20, 2024. The *Dublin Citizen* has agreed to offer enhanced services at competitive rates.

The City Council is required to select the newspaper for official use pursuant to Section 2051.049 of the Government Code which reads as follows:

Sec. 2051.049. SELECTION OF NEWSPAPER. The governmental entity or representative required to publish a notice in a newspaper shall select, in accordance with this subchapter, one or more newspapers to publish the notice.

ALTERNATIVES:

- 1) Take no action and continue with the *Stephenville Empire- Tribune*.
- 2) Name the *Dublin Citizen* as the local newspaper for city operations.

Regular City Council Meeting

STAFF REPORT

SUBJECT: Emergency Repairs to Cedar Street
MEETING: Regular Business Meeting - 02 JUL 2024
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends acceptance of the estimate from Cruz Hernandez Concrete Construction Company for emergency repairs to Cedar Street following the significant rain events on May 30th-31st.

BACKGROUND:

Heavy rains earlier this year on May 30th and 31st caused the asphalt pavement to be lifted and washed off of Cedar Street. The city Street Department crew responded and has made temporary repairs to keep Cedar Steet open and passable.

Enclosed below are photographs of the damage sustained after the rain events.

PROPOSAL:

The city has requested several quotes, but has received only two estimates with the lowest estimate from Cruz Hernandez Concrete Construction Company for \$42,688.00. The work would provide a concrete cap allowing the pavement to function as a low-water crossing, similar to the Long Street low water crossing, and would ensure the pavement will remain in place during and after high-flow events.

FISCAL IMPACT SUMMARY:

The FY 23-24 budget allocated \$50,000 in the Stormwater Maintenance account. Approximately \$49,200 remains this FY leaving \$6,512 for annual maintenance.

ALTERNATIVES:

The following alternatives are provided for council consideration:

1. Do not approve the proposal as presented;

ADVANTAGES:

Approval of the quote allows the work to be completed quickly and provides additional safety for the area.

DISADVANTAGES:

The repair was not anticipated or specifically allocated in the approved FY 23-24 budget.

ATTACHMENTS:

[Cruz Hernandez Concrete Construction Company – Cedar Street Estimate](#)



Cruz Hernandez Concrete Construction
5595 CR 456 Stephenville TX, 76401
O:(254)968-3515 M:(254)977-2566
ch.concretellc@gmail.com

June 3, 2024

Estimate

To: City of Stephenville
ATTN: Randy Singleton
RE: Cedar St

This estimate is for the project mentioned above, price is based off plans provided, anything different from the plans will result in price change. Price includes labor, material, and general clean up provided by Cruz Hernandez Concrete Construction.

6" paving	
4,116 SQ FT at \$8.00 a SQ FT	\$32,928.00
Thickened edge	
244 LF at \$40.00 a LF	\$9,760.00
Total	\$42,688.00

Thank you,

Cruz Hernandez

STAFF REPORT



SUBJECT: Case No.: RZ2024-008

Applicant Tres Property Investments, LLC, is requesting a rezone of property located at 978 Old Hico Rd, being Parcel R17600, A0196 DUPUY JOHN B, HOUSE: STG & MH SITE, (JR MILLER) of the City of Stephenville, Erath County, Texas from (B-2) Retail & Commercial to (R-3) Multi-family Residential.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

RECOMMENDATION:

The Planning and Zoning Commission convened for a public hearing on June 19, 2024, and by unanimous vote (7-0) recommended the City Council approve the rezone request.

BACKGROUND:

The property has current zoning of Retail and Commercial with Future Land Use being Retail and Commercial. The applicant is requesting the rezone to construct apartments. R-3 zoning includes single-family, one-two family or multifamily as permitted uses. There are numerous R-3 zoned parcels in the vicinity. Water and sewer are available in Old Hico Rd. and no additional Right-of-Way dedication will be required.

PROPERTY PROFILE:



Sec. 154.05.6. Multiple family residential district (R-3).

5.6.A Description. This residential district provides for medium to high-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, and multiple family housing buildings and complexes platted as one parcel and sole source management. All R-3 zoning will be appropriate to a city-style neighborhood. Recreational, religious and educational uses are also permitted so as to contribute to the natural elements of a convenient, balanced and attractive neighborhood. Development within this district is intended to be protected from the encroachment of land activities that do not contribute to the esthetic and functional well being of the intended district environment.

5.6.B Permitted Uses.

- (1) Single-family detached dwelling, limited to occupancy by a family having no more than three individuals who are unrelated by blood, legal adoption, marriage or conservatorship. The owner and any agent of the owner shall be legally

responsible for directly or indirectly allowing, permitting, causing, or failing to prohibit residential use of a dwelling in this district by more than three unrelated individuals;

- (2) Two-to-four family dwellings, with each family limited as in division (1) above;
- (3) Multiple family dwellings, with each family limited as in division (1) above; Student living complexes will be subject to a variance request for units designed to occupy more than three unrelated students per unit;
- (4) Assisted living center;
- (5) Convalescent, nursing or long term-care facility;
- (6) Retirement housing complex;
- (7) Accessory buildings;
- (8) Churches, temples, mosques and related facilities;
- (9) Community home;
- (10) Park or playground;
- (11) SISD school—public;
- (12) Bed and breakfast/boarding house;
- (13) Group day care home;
- (14) Registered family home;
- (15) Day care center; and
- (16) Fraternity or sorority house.

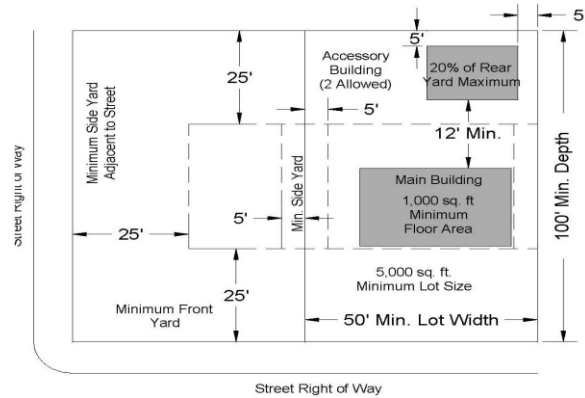
5.6.C Conditional Uses.

- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;
- (3) Adult and/or children's day care centers;
- (4) Foster group home; and
- (5) Residence hall.

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

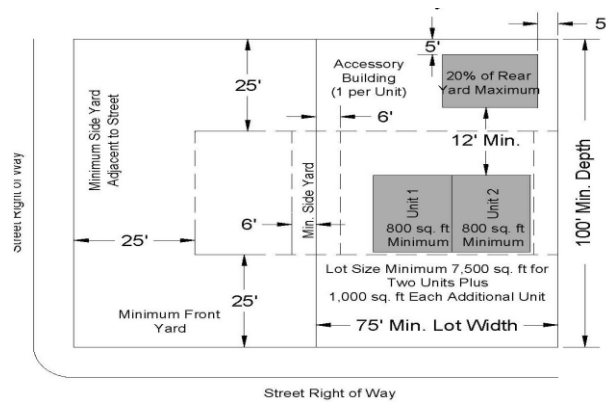
- (A) *Single family dwelling.*
 - (1) Minimum lot area: 5,000 ft².
 - (2) Minimum lot width and lot frontage: 50 feet.
 - (3) Minimum lot depth: 100 feet.
 - (4) Minimum depth of front setback: 25 feet.
 - (5) Minimum depth of rear setback: 25 feet.
 - (6) Minimum width of side setback:
 - (a) Internal lot: five feet.
 - (b) Corner lot: 25 feet from intersecting side street.
 - (7) Building size:
 - (a) Maximum coverage as a percentage of lot area: 40%.
 - (b) Single family dwelling: 1,000 ft².
 - (8) Accessory buildings:
 - (a) Maximum accessory buildings coverage of rear yard: 20%.
 - (b) Maximum number of accessory buildings: one.
 - (c) Minimum depth of side setback: five feet.
 - (d) Minimum depth of rear setback: five feet.
 - (e) Minimum depth from the edge of the main building: 12 feet.

- (9) Maximum height of structures: 35 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



(B) *Two-to-four family.*

- (1) Minimum lot area: 7,500 ft² for two dwelling units, plus 1,000 ft² for each additional dwelling unit.
- (2) Minimum lot width and lot frontage: 75 feet.
- (3) Minimum lot depth: 100 feet.
- (4) Minimum depth of front setback: 25 feet.
- (5) Minimum depth of rear setback: 25 feet.
- (6) Minimum width of side setback:
 - (a) Internal lot: six feet.
 - (b) Corner lot: 25 feet from intersecting side street.
- (7) Building size:
 - (a) Maximum coverage as a percentage of lot area: 40%.
 - (b) Minimum area of each dwelling unit: 800 ft².
- (8) Accessory buildings:
 - (a) Maximum accessory building coverage of rear yard: 20%.
 - (b) Maximum area of each accessory building: 200 ft².
 - (c) Maximum number of accessory buildings: one per unit.
 - (d) Minimum depth of side setback: five feet.
 - (e) Minimum depth of rear setback: five feet.
 - (f) Minimum depth from the edge of the main building: 12 feet.
- (9) Maximum height of structures: 35 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.

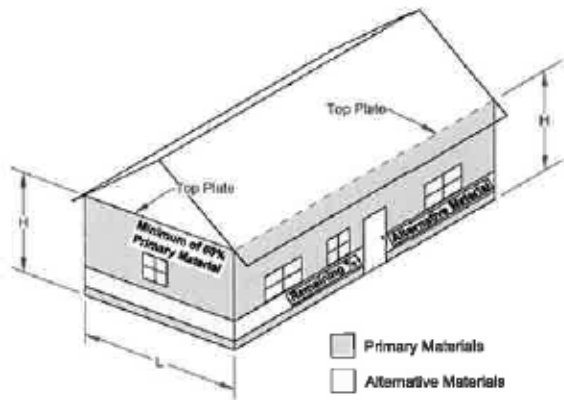


- (C) *Reserved.*
- (D) *Multiple family dwellings.*
- (1) Minimum lot area: maximum density of 24 dwelling units per acre, which includes parking, access and all other area improvements.
 - (2) Minimum lot depth: 100 feet.
 - (3) Minimum depth of front setback: 25 feet.
 - (4) Minimum depth of rear setback: 20 feet.
 - (5) Minimum width of side setback:
 - (a) Internal lot: ten feet.
 - (b) Corner lot: 25 feet from intersecting side street.
 - (6) Building size: Minimum area of each dwelling unit: 500 ft² for one bedroom or less plus 125 ft² of floor area for each additional bedroom.
 - (7) Maximum height of structures: 35 feet.
 - (8) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.

5.6.E Parking Regulations. Lots in this District shall provide a minimum of two vehicle parking spaces per dwelling unit, with a driveway connecting the parking spaces with a street or alley, and meet all the pertinent requirements contained in Section 154.11 *Parking spaces for vehicles* of this ordinance. Student housing whereby individual rooms are leased by unit must require 1.5 spaces per rented bed.

5.6.F Type of Construction.

- (1) The exterior walls of all new dwellings to the top plate, shall be constructed of at least 80% of the total exterior walls of primary materials, excluding doors, windows, and porches. See Section 10.E(1): Exterior Building Material Standard—Primary Materials.
- (2) Any remaining exterior walls of all new dwellings shall construct the remaining exterior walls of alternative materials. See Section 10.E(2): Exterior Building Material Standard—Alternative Materials.
- (3) Existing dwellings expanding the total square footage of the building 50% or less, or modifying the exterior walls, may use the same exterior construction material as the existing primary building. If the material is not available, similar material may be used if approved by the Community Development Director.
- (4) Existing dwellings expanding the total square footage of the building more than 50%, or proposing to use a material inconsistent with the primary structure for any expansion, must meet the 80% minimum primary materials, Section 10.E: Exterior Building Material Standard, for the total exterior walls of the structure.



NEW CONSTRUCTION

Total Exterior Wall shall equal 80% of Primary Materials. Any remaining percentage shall be constructed of Alternative Materials. (Windows & Doors are excluded)

EXISTING STRUCTURES

1. Expanding or modifying the footage of the building 50% or less, may use the same exterior material as the existing primary building. If not available, approval is need from the Community Development Director.
2. Expanding or modifying the footage of the building 50% or more, must use 80% Primary Materials and any remaining percentage shall be constructed of Alternative Materials.
3. Windows and Doors are excluded.

(Am. Ord. 2007-24, passed 12-4-2007; Am. Ord. 2008-13, passed 7-1-2008; Ord. 2011-26, passed 12-6-2011; Am. Ord. 2021-O-29, § 1, passed 9-7-2021)

FACTORS TO CONSIDER:

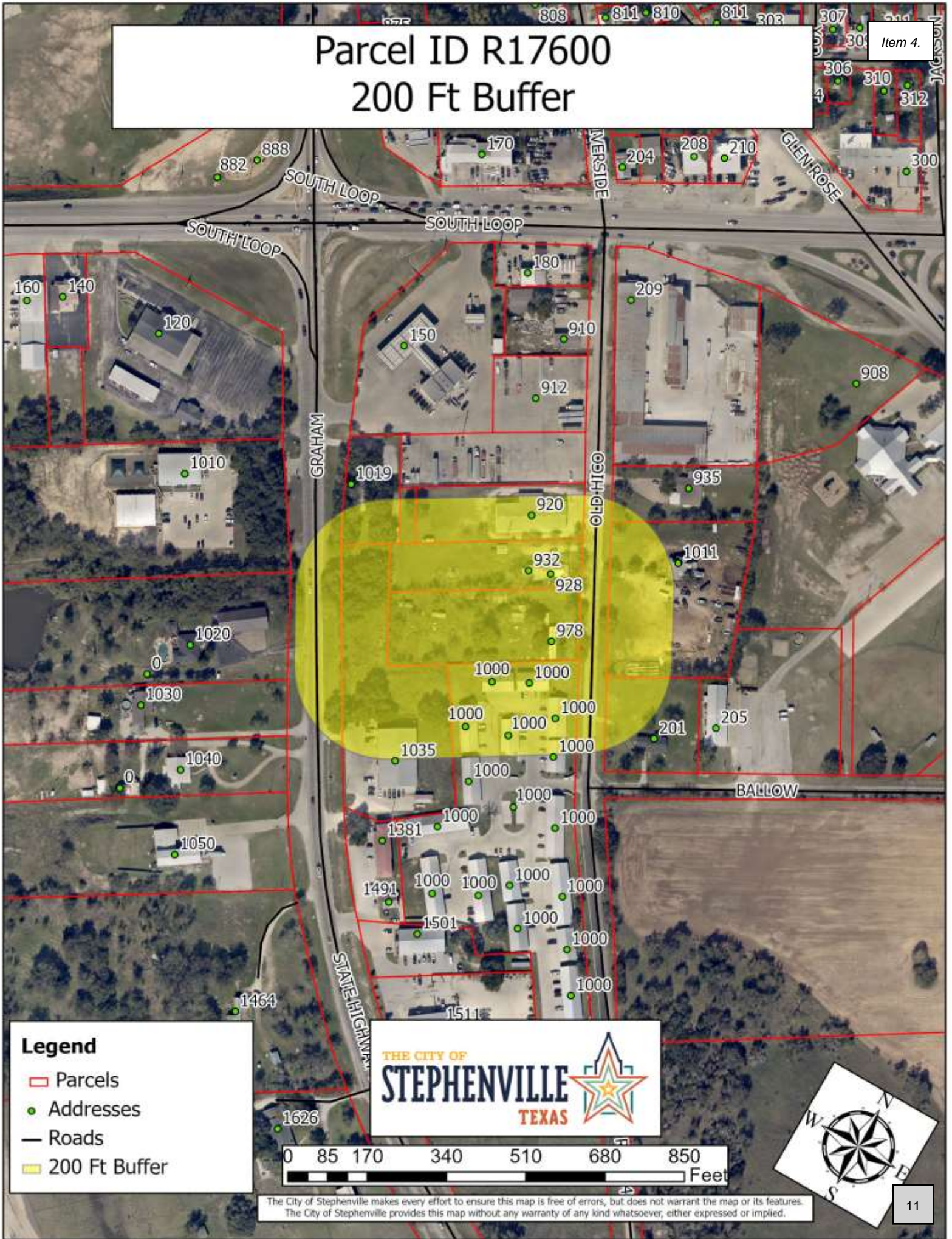
- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel – is land large enough and in property location for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

ALTERNATIVES:

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

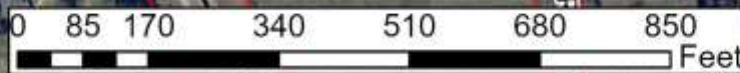
Parcel ID R17600 200 Ft Buffer

Item 4.



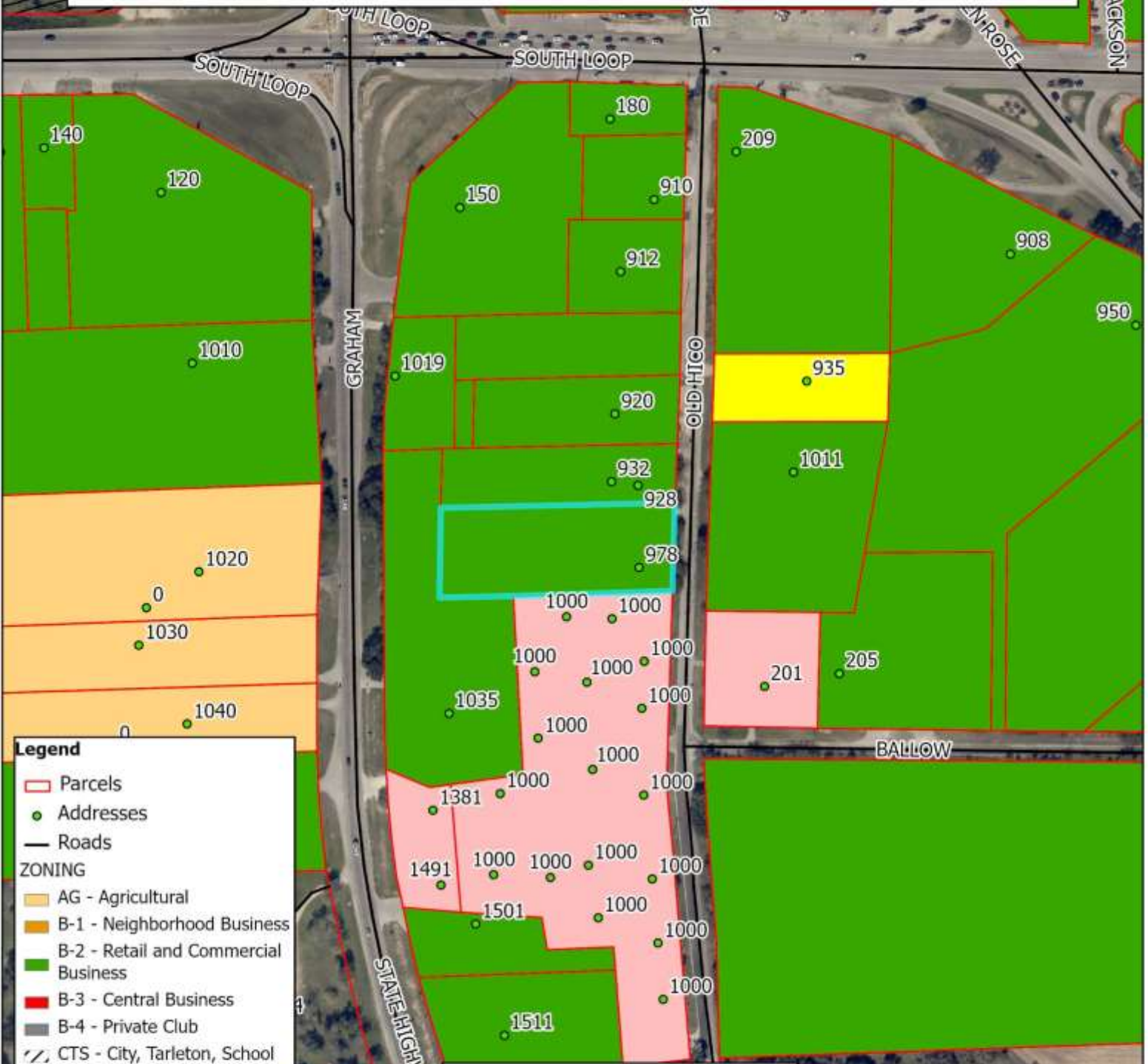
Legend

- Parcels
- Addresses
- Roads
- 200 Ft Buffer



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

Parcel ID R17600 Current Zoning - B2 Retail and Commercial

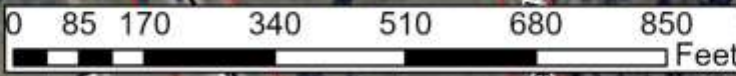


Legend

- Parcels
- Addresses
- Roads

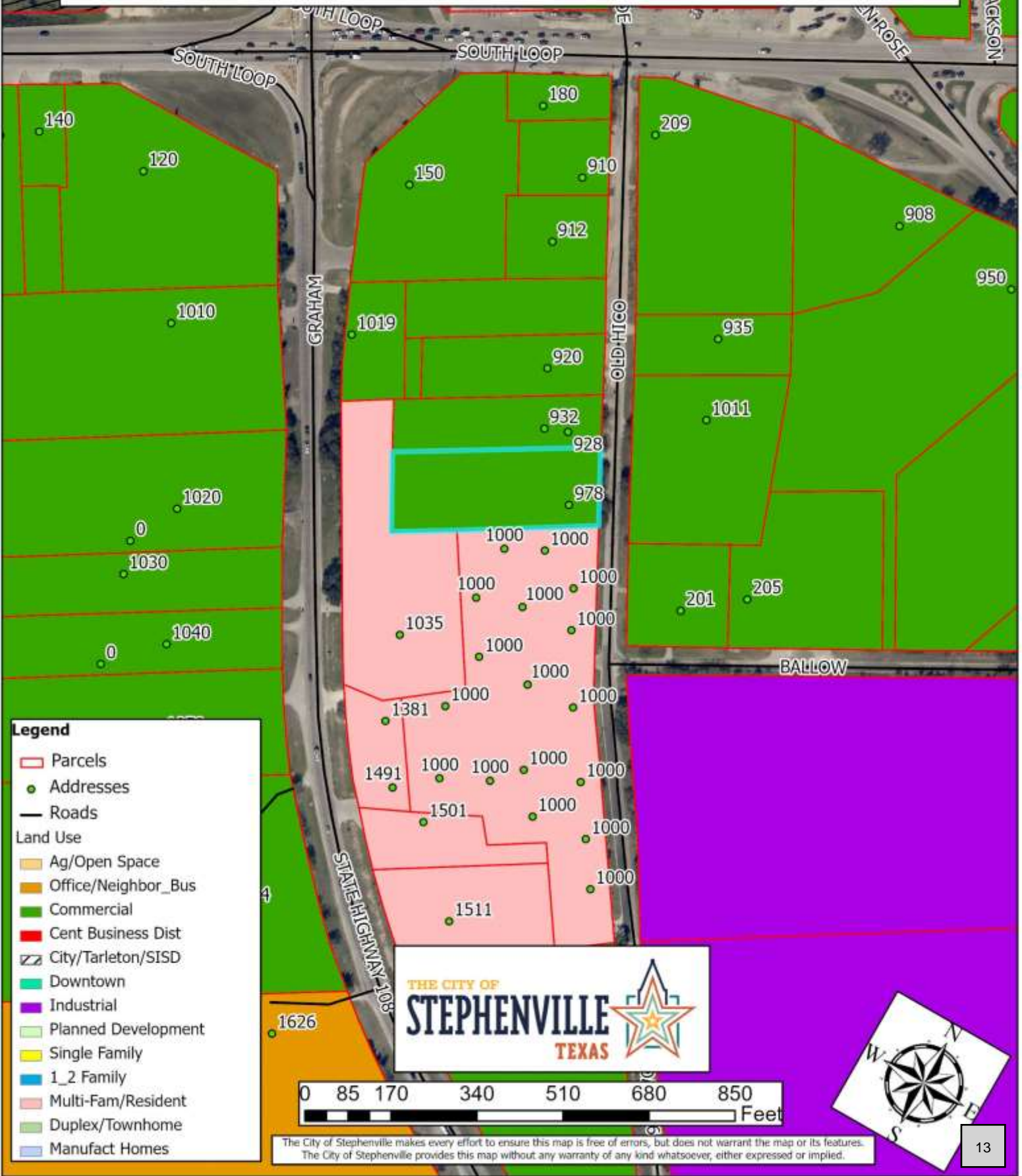
ZONING

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

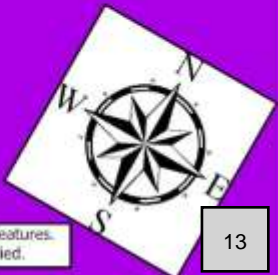
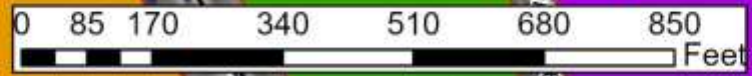


The City of Stephenville makes every effort to ensure this map is free of errors, but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either expressed or implied.

Parcel ID R17600 Future Land Use - Commercial



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



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

Parcel R17600
200 ft Buffer Addresses

Parcel ID	Parcel Address	Parcel Owner	Owner Address	City	State	Zip Code
R000030539	935 OLD HICO ROAD	BENHAM JIM D	553 TIMBER WOLF TRAIL	STEPHENVILLE	TX	76401-9641
R000075333	1035 S GRAHAM	ELLIOTT PARTNERS LTD	PO BOX 630610	NACOGDOCHES	TX	75963
R000017514	1000 OLD HICO ROAD	ERATH CAPITAL INVESTMENTS LLC	2699 CR223	STEPHENVILLE	TX	76401
R000017658	1019 S GRAHAM	GRIFFIN JULIE B	788 CR249	DUBLIN	TX	76446
R000017533	201 BALLOW	HERNANDEZ JOHATHAN & SYLVIA HERNANDEZ	10773 FM 3025	STEPHENVILLE	TX	76401
R000017518	920 OLD HICO ROAD	JESUCRISTO ES DIOS ROM. 9:05	920 OLD HICO RD	STEPHENVILLE	TX	76401
R000074920	0 OLD HICO ROAD (OFF)	JESUCRISTO ES DIOS ROM. 9:05	920 OLD HICO RD	STEPHENVILLE	TX	76401
R000017588	928 OLD HICO ROAD	MICHAEL TRACI LEE & JESSE GRIEGO	928 OLD HICO RD	STEPHENVILLE	TX	76401
R000017612	1011 OLD HICO ROAD	PEREZ LUIS LUNA	1011 OLD HICO RD	STEPHENVILLE	TX	76401
R000017600	978 OLD HICO ROAD	TRES PROPERTY INVESTMENTS, LLC	PO BOX 226	STEPHENVILLE	TX	76401

ORDINANCE NO. 2024-O-____

AN ORDINANCE REZONING THE LAND DESCRIBED RETAIL & COMMERCIAL (B-2) TO MULTI-FAMILY RESIDENTIAL (R-3).

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

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

A0196 DUPUY JOHN B, HOUSE: STG & MH SITE, (JR MILLER) of the City of Stephenville, Erath County, Texas and identified as Parcel No. R17600, in the Erath County Appraisal District Records, located at 978 Old Hico Road

is hereby rezoned and the zoning classification changed from the classification of Retail & Commercial (B-2) to Multi-family Residential (R-3), in accordance with the Zoning Ordinance of the City of Stephenville.

PASSED AND APPROVED this the 2nd day of July 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

Public Works Committee
COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 18 JUN 2024
Present: P8 Alan Nix, Chair; P2 Gerald Cook; P4 Dean Parr; P6 David Basket
Absent: None
DEPARTMENT: Public Works / Development Services
STAFF CONTACT: Nick Williams

Agenda Item 5: Basin 04-South Sanitary Sewer Basin Evaluation

Discussion: A proposal from professional services agreement with Pipeline Analysis, LLC. to perform an Evaluation of Sanitary Sewer Basin 4-South as allocated in the FY23-24 budget was discussed.

It was noted the Basin 4-South evaluation is the basin evaluation in the collection system and the proposed amount to evaluate Basin 4-South is just under the budgeted amount of \$61,000.

Committee Action: Following discussion, a motion was made by Mr. Baskett, seconded by Mr. Cook, to recommend to the full council the approval of the professional services agreement to Pipeline Analysis as presented.

Recommendation: The committee voted unanimously to recommend approval of the proposed professional services agreement with Pipeline Analysis, LLC. to perform an Evaluation of Sanitary Sewer Basin 4-S as allocated in the FY23-24 budget.

Professional Services Contract

City of Stephenville, Texas

Sanitary Sewer Evaluation

Survey Basin 4S



Nick Williams, P.E., CFM
Director
Public Works Department
P: (254) 918-1223
E: nwilliams@stephenvilletx.gov
298 W. Washington, Stephenville, TX 76401

June 7, 2024



PIPELINE ANALYSIS LLC
1115 Main Street
Garland, Texas 75040
800-637-0164
TBPE Firm No. F-6538

CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES

THIS CONTRACT made and entered into on the date last stated below between the City of Stephenville, hereinafter called "City", acting by and through Doug Svien, Mayor, duly authorized to act on behalf of CITY and Pipeline Analysis, LLC hereinafter called "ENGINEER", acting by and through James H. Forbes, Jr., P.E. (Project Manager) duly authorized to so act on behalf of the ENGINEER.

WHEREAS, the CITY desires professional engineering services in connection with the Sanitary Sewer Evaluation Survey of sewer drainage Basin 4S for the City of Stephenville, Texas, hereinafter called "the PROJECT"; and

WHEREAS, the CITY has determined that the ENGINEER has experience in the area involved in the Project and is qualified to perform the work, and the ENGINEER is willing to enter into a contract with CITY to perform the engineering services desired by CITY in connection with the PROJECT.

THE CITY AND ENGINEER AGREE AS FOLLOWS:

The CITY hereby retains the ENGINEER to perform engineering services in connection with the PROJECT described above.

1. SCOPE OF SERVICES

The scope of Engineering services to be performed by the ENGINEER shall be as follows:

1.1 Approach to Project

This project will perform various field testing and inspection of the wastewater collection system within Basin 4S and prepare draft and final reports that recommend system repairs and estimated costs to reduce wet weather infiltration/inflow.

1.2 Detailed Scope of Services

See Exhibit B attached.

2. CITY'S RESPONSIBILITIES

So as not to delay the services of ENGINEER, the CITY shall do the following in a timely manner:

2.1 Provide Existing Data

CITY will provide to ENGINEER at no cost those sewer maps and any applicable previous reports.

Existing data delivered to the ENGINEER by the CITY remains the property of the CITY and must be returned to the CITY after completion of the PROJECT.

2.2 Provide Access

Arrange for access to, and make all provisions for, ENGINEER to perform services under this AGREEMENT.

2.3 CITY Representative

CITY designates Nick Williams, P.E., Director of Public Works as representative to act as the contact person on behalf of the CITY.

3. SCHEDULE

3.1 Schedule

Smoke testing to locate inflow sources is weather dependent and requires dry soil conditions to optimize results. For this reason, the field tasks are scheduled for summer 2024. The ENGINEER’S services shall be performed in a timely manner consistent with sound professional practices. The ENGINEER will complete the work according to the following schedule:

Task	Description	Month			
		July	Aug	Sep	Oct
100	Mobilization	█			
200	Manhole/Pipe Inspection -(100%)	█	█		
300	Smoke Testing, Public Awareness, Data Entry & Analysis (100%)	█			
400	Dye Flooding			█	
500*	Preparatory Cleaning			█	
600	CCTV Inspection			█	
700	Admin., Project Mgt.	█	█	█	█
800	Defect Analysis/Rehab.			█	█
900	Database, Cost Estimates, Mapping, Final Reports			█	█

* Performed by City Crew

The time limits set forth in the schedule shall include allowances for reasonable and expected review time by the CITY and approval by authorities having jurisdiction over the PROJECT, and shall not be allowed as cause for delay or adjustments to the schedule. Delays in the project critical path caused by review times by the CITY or a permitting

agency exceeding those anticipated by the ENGINEER'S schedule are cause for adjustments in the schedule. Any adjustments made to the agreed upon schedule shall be made in writing and acceptable to both parties.

The ENGINEER shall begin work immediately upon receipt of the executed CONTRACT and/or written Notice to Proceed.

3.2 Completion of Services

ENGINEER'S services under each item of the finalized Scope of Work shall be considered complete on the date when the submissions for that item have been accepted by CITY.

Failure to meet the time limit for completion of the Final Reports, as stated above under "Schedule", will result in liquidated damages of \$50.00 per consecutive calendar day until the Final Reports are submitted.

3.3 Changes

If the CITY requests significant modifications or changes in the Scope of Services, general scope, extent or character of the PROJECT, the time of performance of ENGINEER'S services, the various rates of compensation and schedule shall be adjusted equitably.

3.4 Written Authorization for Additional Work

Any provision in this CONTRACT notwithstanding, it is specifically understood and agreed that the ENGINEER shall not authorize or undertake any work pursuant to this CONTRACT which would require the payment of any fee, expense or reimbursement in addition to the fees stipulated in Section 4 (Payment for Services) of this CONTRACT, without first having obtained the specific written authority to do so from CITY.

4. PAYMENT FOR SERVICES

4.1 Terms

Terms used in describing the applicable method of payment for services provided by the ENGINEER shall have the meaning indicated below:

Basic Engineering Fee:

Basic Engineering Fee shall mean those expenses incurred by the ENGINEER in prosecuting the PROJECT Scope of Services.

Reimbursable Expenses

Not applicable

Additional Services

Additional services **not** covered under the Scope of Services, will be provided to the CITY on a unit price or lump sum basis. A revised written detailed scope of services for additional services will be provided with the pricing summary. Additional services must be approved by City along with a written notice to proceed.

4.2 Basis and Amount of Compensation for Basic Services

Compensation for basic services will be as shown in Exhibit A. These services will be billed monthly based on a percentage completed and will not exceed the total presented.

4.3 Basis and Amount of Compensation for Additional Services

Not applicable. No additional services are anticipated.

4.4 Partial Payments for Services

Partial fee payments may be applied for at monthly intervals, based upon statements which reflect the percentage of work completed for the various items listed under Scope of Services. These statements shall be prepared by the ENGINEER and must be verified and approved by CITY.

4.5 Delay

If ENGINEER'S design services or service during construction of the PROJECT are delayed or suspended in whole or in part by the CITY for more than one year for reasons beyond ENGINEER'S control the various rates of compensation, including Additional Services, provided for elsewhere in this CONTRACT shall be subject to equitable adjustment.

5. TERMINATION, SUSPENSIONS OR ABANDONMENT

5.1 Termination

The CITY or the ENGINEER may terminate this CONTRACT for reasons identified elsewhere in this CONTRACT. In the event such termination becomes necessary, the party effecting termination shall so notify the other party, and termination will become effective thirty (30) calendar days after receipt of the termination notice. Irrespective of which party shall effect termination or the cause therefore, CITY shall within thirty (30) calendar days of termination remunerate ENGINEER for services rendered and costs incurred, in accordance with the ENGINEER'S prevailing fee schedule (Exhibit A).

Services shall include those rendered up to the time of termination. All plans, field survey, and other data related to the PROJECT shall become the property of CITY upon termination of the CONTRACT and shall be promptly delivered to CITY in a reasonably organized form. Should CITY subsequently contract with a new Engineer for continuation of services on the PROJECT, ENGINEER shall cooperate in providing information. No amount shall be due for lost or anticipated profits.

5.2 Suspension

If the Project is suspended by CITY for more than thirty (30) consecutive days, the ENGINEER shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the ENGINEER'S compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the ENGINEER'S services.

5.3 Abandonment

This CONTRACT may be terminated by CITY upon not less than seven (7) days written notice to the ENGINEER in the event that the Project is permanently abandoned. If the Project is abandoned by CITY for more than ninety (90) consecutive days, the ENGINEER or CITY may terminate this CONTRACT by giving written notice.

5.4 Failure to Pay

Failure of CITY to make payments to the ENGINEER in accordance with this CONTRACT shall be considered substantial nonperformance and cause for termination.

If CITY fails to make payment to ENGINEER within thirty (30) days of a statement for services properly performed, the ENGINEER may, upon fourteen (14) days written notice to CITY, suspend performance of services under this CONTRACT. Unless ENGINEER receives payment in full within fourteen (14) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services under this section, the ENGINEER shall have no liability to CITY for delay or damage caused CITY because of such suspension of services.

6. GENERAL CONSIDERATIONS

6.1 Professional Standards

Services performed by the ENGINEER under this CONTRACT will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. The ENGINEER shall comply with the applicable laws and rules of the current "Texas Engineering Practice Act". CITY's approval, acceptance, use of or payment for all or any part of the ENGINEER'S services herein under or of the project itself shall in no way alter

the ENGINEER'S obligations or CITY'S rights thereunder.

6.2 Progress and Performance

The provisions of this CONTRACT and the compensation to ENGINEER have been agreed to in anticipation of continuous and orderly progress through the completion of the ENGINEER'S services. Time for performance shall be extended to the extent necessary for delays due to circumstances over which the ENGINEER has no control. If the ENGINEER'S services are suspended or delayed the times of performance shall be extended to the extent of such delay or suspension. A delay or suspension shall not terminate this CONTRACT unless ENGINEER elects to terminate in accordance with the provisions of Section 5 of this CONTRACT. If a delay or suspension extends for a period of greater than one year for reasons beyond the control of the ENGINEER, the fees and rates of compensation set forth in Section 4 shall be subject to re-negotiating.

6.3 CITY Control

It is understood and agreed that CITY shall have complete control of the services to be rendered, and that no work shall be done under this CONTRACT until the ENGINEER is instructed to proceed with the work.

6.4 Independent Agent

ENGINEER and CITY agreed that ENGINEER and any officer, employee or agent of ENGINEER, in the performance of this CONTRACT shall act in an independent capacity and not as an officer, agent or employee of CITY.

6.5 Compliance with Laws

ENGINEER shall comply with all Federal, State, and local laws and ordinances in the execution of all work in connection with this PROJECT.

6.6 No Additional Work Without Authorization

Any provision in the CONTRACT notwithstanding, it is specifically understood and agreed that the ENGINEER shall not authorize or undertake any work pursuant to this CONTRACT, which would require the payment of any fee, expense or reimbursement in addition to the fee stipulated in Article 4 of this CONTRACT, without having first obtained specific written authority therefore from CITY.

6.7 Assignment & Subcontracting

This CONTRACT shall not be assigned or subcontracted in whole or part without the written consent of CITY.

6.8 Indemnification

ENGINEER, its officers, agents and employees agree to indemnify, hold harmless, and defend CITY, at ENGINEER'S cost, its officers, agents, and employees from and against any and all claims or suits for injuries, damages, loss, or liability of whatever kind of character, arising out of or in connection with the performance by the ENGINEER of those services contemplated by the CONTRACT, based upon negligent acts or omissions of ENGINEER, its officers, agents, employees, consultants and subcontractors, whether or not caused solely by the ENGINEER, its officers, agents, employees, consultants or subcontractors or jointly with any other party.

ENGINEER agrees that he is solely responsible for the safety of himself and his employees in the performance of this CONTRACT and agrees to indemnify and hold harmless CITY, its officers and agents from and against any liability arising from the personal injury or death of the ENGINEER or the employees of the ENGINEER arising out of or in connection with this CONTRACT.

6.9 Insurance

ENGINEER shall secure and maintain insurance that will protect him from claims under the Worker's Compensation Act (statutory amounts).

ENGINEER shall secure and maintain Commercial General Liability Insurance that will protect him from claims for bodily injury, death or property damage which may arise from the performance of his services under this CONTRACT, written on an occurrence basis, in the following amounts:

For engineering design contracts for more than \$10,000.00, insurance in an amount not less than \$500,000 per occurrence and \$1,000,000 annual aggregate for bodily injury or death and property damage. ENGINEER shall maintain Comprehensive Automobile Liability Insurance covering all owned, non-owned, and hired vehicles with combined single limit coverage of \$1,000,000 for bodily injury, death or property damage.

ENGINEER shall maintain, at no expense to CITY, a professional liability (errors and omissions) insurance policy placed with a company rated at least A-/VII by Best's Key Rating Guide, authorized to do business in Texas. This coverage must be maintained for at least two (2) years after the PROJECT is completed. Coverage must be written on an occurrence basis. However, at its sole discretion, the CITY may accept coverage written on a claims-made basis if the policy provides for a retroactive date equivalent to the inception date of the CONTRACT or earlier, maintained during the full term of the CONTRACT.

All policies, except Worker's Compensation and Professional Liability, shall name the CITY as additional insured. All policies shall contain a waiver of subrogation in favor of the CITY and shall require the giving of written notice to CITY at least thirty (30) days

prior to cancellation, non-renewal or material modification of any policies, evidenced by return receipt of United States Certified Mail. ENGINEER shall furnish CITY with copies of said policies or certificates evidencing such coverage.

6.10 Property

All documents, including drawings, field notes, surveys, tracings, calculations, computer input and output, digital or computer files, etc., prepared by the ENGINEER pursuant to this contract shall become the property of CITY. The ENGINEER may retain copies of all documents. Any reuse of the documents shall conform to The Texas Engineering Practice Act.

6.11 Governing Law

This CONTRACT has been made under and shall be governed by the laws of the State of Texas. The parties agree that the performance and all matters related thereto shall be in Stephenville, Texas.

7. DOCUMENT EXECUTION

IN WITNESS WHEREOF, the parties have executed this CONTRACT the _____ day of _____, 2024.

**City of Stephenville, Texas
298 West Washington
Stephenville, Texas 76401-4257
(254)918-1220
(254)918-1207 FAX**



By: _____
Doug Svien (Mayor)

Date: _____

**ENGINEER
Pipeline Analysis, LLC
1115 Main Street
Garland, Texas 75040
(800)637-0164
(972)479-0659 FAX**

By: _____
James H. Forbes, Jr., P.E. (President)



Date: June 7, 2024

Exhibit A Compensation Basin 4S Sewer System Evaluation Survey

Sanitary Sewer Evaluation Survey Basin 4S (40,522 l.f., 78 manholes)

Task	Description	Estimated Quantity	Unit Price	Total
100	Mobilization	L.S.	L.S.	\$ 1,850.00
200	Manhole/Pipe Inspection -(100%)	78	\$ 142.00	\$ 11,076.00
300	Smoke Testing, Public Awareness, Data Entry & Analysis (100%)	40,522	\$ 0.68	\$ 27,554.96
400	Dye Flooding	1	\$ 240.00	\$ 240.00
500*	Preparatory Cleaning	0	\$ 2.75	\$ -
600	CCTV Inspection	6100	\$ 1.85	\$ 11,285.00
700	Admin.,Project Mgt.	L.S.	L.S.	\$ 1,785.00
800	Defect Analysis/Rehab.	L.S.	L.S.	\$ 1,700.00
900	Database, Cost Estimates, Mapping, Final Reports	L.S.	L.S.	\$ 5,400.00
Total Not To Exceed (City performs Preparatory Cleaning)				\$ 60,890.96

* Performed by City Crew

Exhibit B

Detailed Scope of Services Basin 4S

Using the prioritized results of the wastewater flow monitoring performed in July 2008, the system-wide evaluation is being phased such that the highest priority areas are investigated first. This phase of field testing and rehabilitation will concentrate effort on Basin 4S. Tasks include:

- Manhole Inspection
- Smoke Testing
- Clean and CCTV Inspection
- Map Update
- Draft and Final Report

TASK 100 MOBILIZATION

Mobilize project team and coordinate startup. Establish personnel assignments and responsibilities. Inventory equipment needs and order expendable supplies. Review all relevant existing materials, previous reports, etc. developed for or by the City of Stephenville concerning this project, including, but not limited to, the following:

1. Previous studies for the service areas to be investigated
2. Sewer maps including converting to ArcView mapping system. Also modifying the existing asset numbering system in the project area.

Deliverable:

1. Delivery of equipment and personnel
2. Work maps of Basin 4S with delineated boundaries

To Be Provided by City:

- Access for placement of equipment and personnel
- Copies of all applicable reports, maps and historical data for the study area at no cost to ENGINEER
- As-built drawings, sewer key maps, street plans, electronic aerial photographs if available and if requested at no cost to ENGINEER

TASK 200 MANHOLE/PIPE INSPECTION

Manholes can be a significant source of extraneous infiltration/inflow and thereby reduce system wet weather capacity. For this reason, each manhole within the study area is inspected. For the study area designated (Basin 4S), field inspection crews will perform an inspection of manholes. The data gathered during this phase of the project will be used to prioritize manholes for rehabilitation and establish the base data necessary to accurately determine mainline sewer rehabilitation alternatives and costs. Other important deliverables resulting from this work task are the updating of the collection system map, determination of debris levels in pipes and verification of pipe sizes. This information is critical in preparing subsequent rehabilitation plans, cleaning requirements to restore capacity and updating of the system maps.

Inspection personnel will use digital cameras during the inspection of all manholes on this project. All photographs will be included in the field inspection computer database so that a permanent electronic record can be maintained. During inspection, each of the following types of information will be obtained to establish the condition and prioritize least cost repairs:

1. Basin and Sub-area Designation
2. Manhole/Cleanout ID
3. Inspection Status – buried, CNL, CNO
4. Address and GPS coordinate (x,y) of manhole
5. Surface cover, grade, type of cover (paved, yard, etc.)
6. Material of construction – brick, concrete, etc.
7. Area and Internal photo of manhole
8. All incoming and outgoing pipe depths from rim to invert
9. All incoming and outgoing pipe digital photographs
10. Outgoing pipe length
11. Defects – Active, Evidence or No Infiltration/Inflow with digital photographs
12. Field corrections to collection system map

Upon completion of the manhole inspection, a prioritized manhole rehabilitation summary will be prepared that will include:

- Documentation with summary of field observations
- List of manholes/lines requiring immediate attention
- Digital photos
- Documentation for preparing manhole rehabilitation quantities
- Field updated map(s)
- Prioritized Manhole Repair Recommendations and Cost Estimates

To Be Provided by City:

- Current collection system map
- Access (if requested) to manholes that are buried or could not be opened.
- Assistance in locating assets (if requested)

Measurement of Payment:

Payment for this work task shall be a unit price for each manhole documented. Those manholes that are located, but buried or could not be opened will be noted and a list provided to the City. Manholes that could not be located using metal detectors or probes will be listed as Could Not Located (CNL). CNL manholes will not be billed. Manholes located, but were buried or could not be opened will be billed. The City will provide replacement covers at no cost should a cover be broken while attempting opening.

TASK 300 SMOKE TESTING OF STUDY AREA

Smoke testing will provide detailed information on wet weather inflow sources for the study area. In order to identify defects in the lines, a non-toxic smoke will be forced into the sewer by high-capacity blowers. Data documentation includes measurements from two permanent points and will be sufficient to establish the location of each defect and determine the best repair method and priority. Color digital photographs will be taken to document each defect during the smoke test.

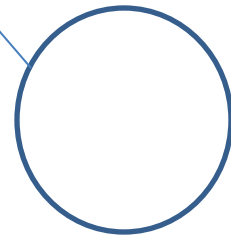
Forty-eight (48) hours prior to testing, door hangers will be used to notify residents. A telephone number will be provided for those individuals with questions or for anyone requiring special assistance. Each day the fire department will be notified of the crew location since smoke may enter homes through defective plumbing.

To Be Provided by City:

- Review and approval of Notice to Residents
- Previous City testing data, if any

Deliverables:

- Defects listing and database
- Defect location sketch
- Digital photographs
- Smoke Notification Flyers and Notification of Residents
- Priority ranking of defects (both private and public sector)
- Repair methods and estimated costs



SMOKE TESTING NOTICE TO RESIDENT

For the next few days, inspection crews will conduct a physical survey of the wastewater collection system. Pipeline Analysis will perform this study, which involves opening manholes in the streets and backyard utility easements. Information gained from this study will be used to repair and improve the wastewater collection system.

One important task of the survey will be **smoke testing** of sewer lines to locate breaks and defects in the system. During this testing, white smoke will exit through vent pipes on the roofs of homes and through sewer line breaks. **The smoke is non-toxic, leaves no residue, and creates no fire hazard.** The smoke should not enter your home unless defective plumbing exists or drain traps are dry.

If you have seldom-used drains, please pour a gallon of water in the drain to fill the drain trap. This procedure will help prevent the possibility of smoke entering your living areas through those drains.

Field crews will perform testing of all sewers in the area. **At no time will field crews have to enter your business or residence.**

Your cooperation is appreciated. Should you have any additional questions concerning this study or if you desire special assistance, please phone:

800-637-0164



Task 400 Dye Flooding

Dye water testing can be anticipated to assist in locating specific defects during the evaluation. Non-toxic dye will be introduced as a powder or liquid. Cross-connections, roof drains and area drains that are suspected of being connected to the sanitary sewer will be positively identified using the dye tracer procedure. Field documentation and photographs will be used to record all findings. Internal inspection will determine the exact source of the 'cross-connection' and establish the best repair option (i.e., point repair, direct connection, etc.).

To Be Provided by City:

- Water for dye flooding at no cost to Engineer

TASK 500 & 600 CLEANING AND CCTV

Preparatory cleaning shall consist of hydraulic jet cleaning to facilitate the internal CCTV inspection. Preparatory cleaning will consist of not more than three passes of the jet hose (normal cleaning). Heavy cleaning to remove large deposits of debris is not included in this work task. The City of Stephenville staff may perform this phase of the work in close coordination with the CCTV operator. Debris will be removed from the line and transported for disposal. CCTV investigation is found to be critical in establishing best practical repair methods. The following information will be provided:

1. Field forms, equipment, supplies and oversight QA/QC
2. Document findings. Data to include:
 - a. Date inspected
 - b. Line segment being inspected
 - c. Project name
 - d. Location (Address)
 - e. Footage location from manhole
 - f. Defect code and/or type and severity rating using the national Pipeline Assessment Certification Program (PACP) codes
 - g. Pipeline surface cover
3. Review video and logs
4. Provide reports on of segments televised in electronic format
5. Summary of line segments cleaned and CCTV'd
6. Results of TV inspection provided on printed logs
7. Prepare prioritized mainline rehabilitation plan

To Be Provided by City:

- Hydraulic jet cleaning of line segments if this task is to be performed by City staff
- Access to site of work for placement of equipment and personnel
- Disposal of any debris removed from the sewer system
- Water for cleaning and dye testing at no cost to engineer

Measurement of Payment:

Note: It is anticipated that all preparatory cleaning will be performed by the City. Should the City elect not to perform the preparatory cleaning, then Pipeline Analysis will invoice for the actual linear feet of sewer cleaned per the unit price specified in Exhibit A. In the case of CCTV, should the camera not be able to pass the entire length of the segment (due to protruding taps, roots, dropped joints, etc.), then an attempt will be made from the opposite direction (if possible). Where a reverse setup was attempted, then the entire segment length will be billed at the unit price specified. If a reverse setup cannot be performed, then the actual segment footage CCTV'd will be billed. Summary listings of the database with field logs will serve as the basis for the periodic partial payment requests.

TASK 700 ADMINISTRATION AND PROJECT MANAGEMENT

This task includes internal project administration and oversight including scheduling, budget, quality assurance and control meetings and reporting. The project schedule will be reviewed and milestones for the completion of each task will be assigned. The project schedule will be reviewed and updated monthly to ensure that all tasks are completed in a timely and organized fashion.

Management work items include:

1. Field crew supervision and project planning
2. Obtain initial maps for field use and verification
3. Prepare monthly billings
4. Schedule equipment and order supplies

Major system deficiencies that are identified during the field inspections that if corrected would result in significant reduction in I/I or is deemed to be of a safety concern will be recorded and forwarded as soon as possible to City's designated project manager. Likewise, should City undertake a major repair within the study area, they will immediately notify ENGINEER to determine the impact on data analysis.

Deliverables:

1. Monthly invoice
2. Status reports
3. Project schedule and updates

To Be Provided by City:

- All reports or materials deemed necessary by ENGINEER and identified during the course of the project that is not specifically stated above will be provided at no additional cost to the ENGINEER

TASK 800 DEFECT ANALYSIS/ REHABILITATION

This project will generate a considerable amount of data that will require proper entry and quality control. Data collection will include the following:

1. All collected data will be integrated into the project existing defect database and will be compatible with ArcView GIS system.
2. All collected defect data will be correlated between sources to address duplicate defects that were identified by different testing methods. Identify duplicate defects to ensure multiple rehabilitation methods are not recommended for the same defect.
3. Defect data will be presented graphically (data visualization).
4. Using industry standard quantification of source defects, (i.e. ASCE Manual of Practice for Sewer Evaluation and WEF Manual of Practice for Manhole Rehabilitation) Pipeline Analysis staff will prioritize defects and recommend rehabilitation.
5. Much of the baseline data required for rehabilitation decision is gathered during the normal course of field investigations. For example, "area photos" are taken of each manhole in the direction of the outgoing pipe. This photograph not only shows the location of the manhole but also provide data on the line cover and easement conditions.
6. Since private sector defects can contribute to excessive inflow, proper documentation for subsequent repair is important. Property owner address, photograph and sufficient information to document the defect will be recorded and incorporated into the City database. TECQ's SSO Initiative program and EPA's CMOM program both address the need for private sector repairs. Private sector defects will be prioritized and repair methods/costs established.
7. Rehabilitation recommendations will consider the best repair for the particular asset (manhole, pipeline, etc.) being rehabilitated. A long-term least-cost solution may have an initial higher cost, but provide a higher level of service and lower operating and maintenance cost. Supporting data will be provided on accompanying flash drive.

To Be Provided by City:

- Complaint records and SSO database if requested
- Review and comments on rehabilitation methods, cost estimates, and alternatives

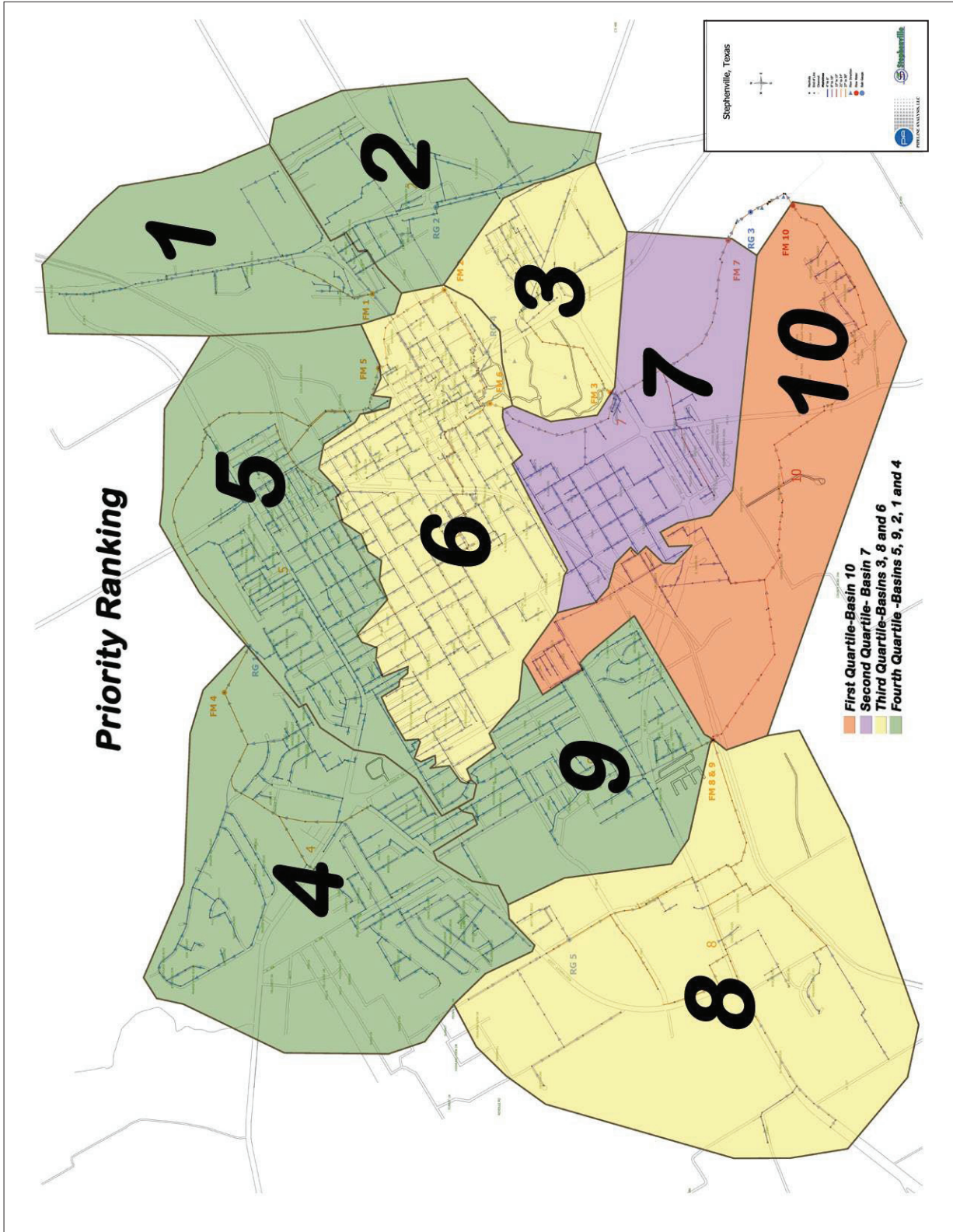
TASK 900 FINAL REPORT

Prepare and submit a Final Report that includes the following:

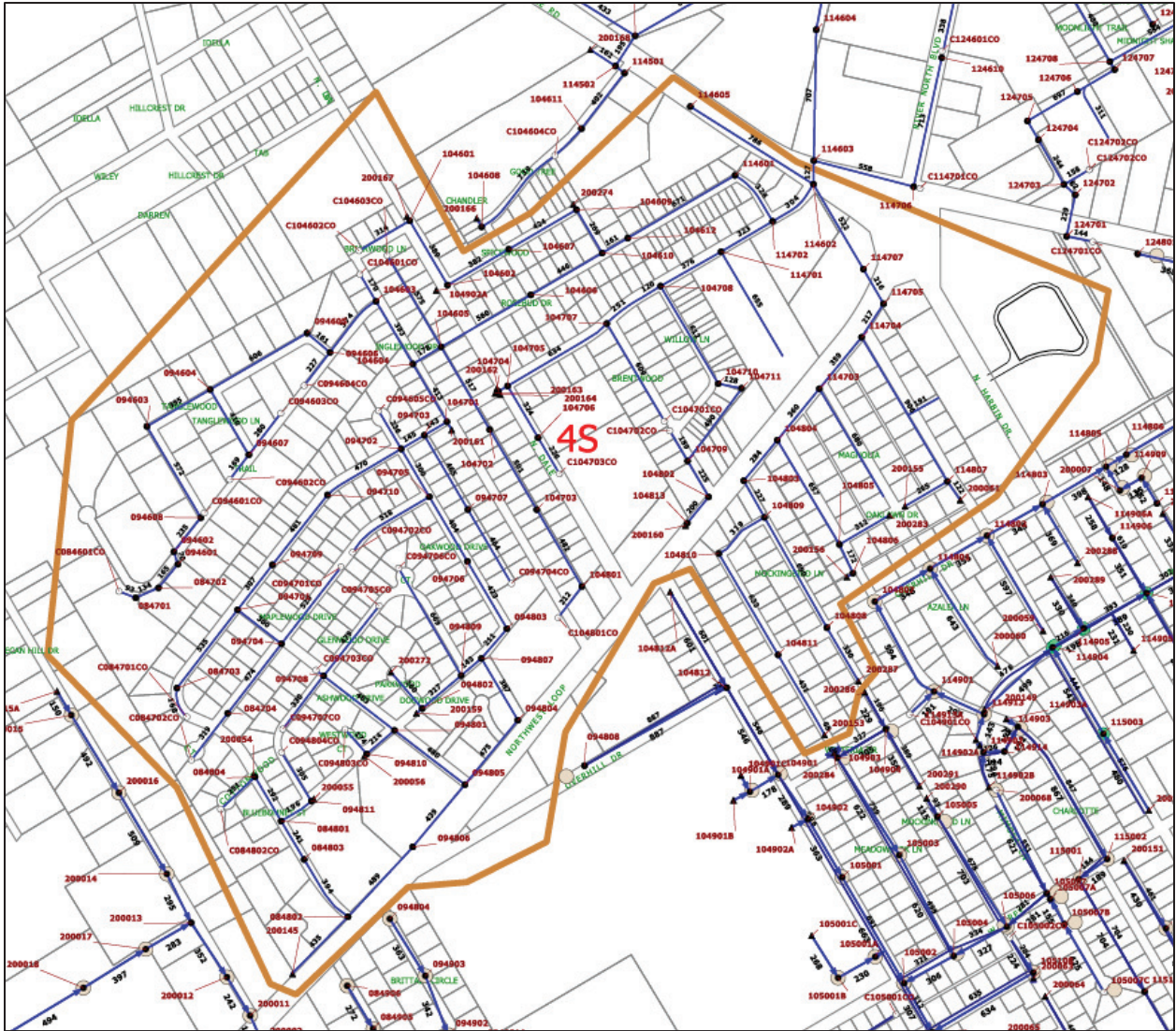
- Executive Summary
- Description of all tasks
- Manhole and pipe inspection summary/inventory
- Manhole defect summary
- Pipeline defect summary
- Service lateral defect summary
- Smoke test data summary
- Cleaning and CCTV findings
- Recommendations and Cost Estimates for Private and Public sector repairs

Prepare and submit three (3) Final Reports and electronic data.

Basins by Flow Monitoring Priority



Basin 4S Study Area Map





COMMITTEE REPORT

REPORT TYPE: Development Services Committee Report

MEETING: June 18, 2024

Present: Councilmembers Gerald Cook, Chair, LeAnn Durfey, Maddie Smith, Brandon Greenhaw

Absent: None

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director of Development Services

DISCUSSION OF B-2 ZONING DISTRICT PERMITTED AND CONDITIONAL USES:

Jason King, City Manager, briefed the Committee on current uses of the Retail and Commercial District which preclude automobile paint and body repairs shops as permitted use with the Retail and Commercial District. The Committee considered the option of possibly allowing automobile paint and body repairs as a conditional use within the district. After discussion, the Committee unanimously opted to conduct further research with staff before bringing a recommendation to the City Council.

CONSIDER APPROVAL OF PROPOSED REVISIONS TO SECTION 155.6.20.H.1 OF THE SUBDIVISION ORDINANCE

Steve Killen, Director of Development Services, briefed the Committee stating the proposed revisions were to correct a discrepancy between the ordinance relating to park land dedication fees and the city's annually adopted fee schedule. The proposed revision removes the reference to fee amounts from the Subdivision Ordinance and establishes the adopted fee schedule for services as the source.

The Committee, by unanimous vote, opted to recommend the proposed revisions as presented in the staff report to the full City Council.

End of Report



STAFF REPORT

SUBJECT: Proposed Revisions to Section 155.6.20.H.1 of the Subdivision Ordinance

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen, Director

RECOMMENDATION:

Staff is proposing the following revisions for consideration:

- H. *Dedications: Payment in Lieu of Land Provisions.* Where the Planning and Zoning Commission determines that a payment of money in lieu of land shall be made, the following provisions shall apply:
1. *Determining the Amount of Payment.*
 - a. Any payment of money required to be paid shall be as follows:
 - i. Single-family residential structures, as defined by Section 155.8.02.49-51 of the Subdivision ordinance, shall pay the amount specified in the City's most recently adopted ordinance establishing fees for services.
 - ii. Multi-family residential structures, as defined by Section 155.8.02.48 of the Subdivision ordinance, shall pay the amount specified in the City's most recently adopted ordinance establishing fees for services.

ALTERNATIVES

1. Recommend the proposed revisions to City Council.
2. Recommend other revisions to City Council.

AN ORDINANCE AMENDING THE SUBDIVISION ORDINANCE OF THE CITY OF STEPHENVILLE SECTION 155.5.20, PARK LAND DESIGN, DEDICATION, AND FEES, SUBSECTION H.1, DEDICATIONS: PAYMENT IN LIEU OF LAND PROVISIONS – DETERMINING THE AMOUNT OF PAYMENT

WHEREAS THE CITY has a policy providing that Planning and Zoning Commission determines that a payment of money in lieu of land shall be made; and

WHEREAS the policy was memorialized in Section 155.6.20.H.1 of City’s Subdivision Ordinance passed and approved on Ordinance No. 2018-O-16 on January 2, 2018; and

WHEREAS City desires to update the policy allowing the annually adopted budget to specify the dollar amount due;

NOW, THEREFORE, be it ordained by the City Council of the City of Stephenville, Texas:

Dedications: Payment in Lieu of Land Provisions. Where the Planning and Zoning Commission determines that a payment of money in lieu of land shall be made, the following provisions shall apply:

1. Determining the Amount of Payment.

a. Any payment of money required to be paid shall be as follows:

i. Single-family residential structures, as defined by Section 155.8.02.49-51 of the Subdivision ordinance, shall pay the amount specified in the City’s most recently adopted ordinance establishing fees for services.

ii. Multi-family residential structures, as defined by Section 155.8.02.48 of the Subdivision ordinance, shall pay the amount specified in the City’s most recently adopted ordinance establishing fees for services.

PASSED AND APPROVED this the 2nd day of July 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Jason King, City Manager
Reviewed

Randy Thomas, City Attorney
Approved as to form and legality

COMMITTEE REPORT



REPORT TYPE: Nominations Committee Report
MEETING: June 18, 2024
Present: Maddie Smith, LeAnn Durfey, Lonn Reisman, Alan Nix
Absent: none
DEPARTMENT: Administration
STAFF CONTACT: Sarah Lockenour, City Secretary

DISCUSS AND APPROVE NOMINATIONS TO CITIZEN BOARDS AND COMMISSIONS

DISCUSSION: The committee met on June 18, 2024, to review applications for Citizen Boards and Commissions with the discussion led by committee chair Maddie Smith. The Nominations Committee received following nominations:

Board of Adjustment (one vacancy)

- Tina Virgin

Library Advisory Board (one vacancy)

- Lisa Latouche
- Mike Jones

Stephenville Type B Economic Development Authority (two vacancies)

- Mark McClinton
- Justin Haschke

The following boards did not receive any nominations but do have vacancies and are accepting nominations:

Main Street Advisory Board (one vacancy)

Planning & Zoning Commission (one vacancy with two alternates)

Western Heritage Advisory Board (one vacancy with three Ex-Officio members)

COMMITTEE ACTION:

The following recommendations were made:

Board of Adjustment

MOTION by Maddie Smith, second by LeAnn Durfey, to recommend Tina Virgin for Place 3 of Board of Adjustments. MOTION CARRIED unanimously. Tina Virgin will be invited for an interview with Council July 2.

Library Advisory Board

The committee chair would like to table this recommendation until the next Committee meeting.

Planning and Zoning Commission

MOTION by Alan Nix, second by LeAnn Durfey, to recommend moving Justin Slawson from Alternate 1 to Place 2 of the Planning and Zoning Commission. MOTION CARRIED unanimously.

MOTION by Maddie Smith, second by Alan Nix, to recommend moving James Stephenson from Alternate 2 to Alternate 1 of the Planning and Zoning Commission. MOTION CARRIED unanimously.

Stephenville Type B Economic Development Authority

MOTION by Maddie Smith, second by Alan Nix, to recommend Justin Haschke for Place 7 of Stephenville Type B Economic Development Authority. MOTION CARRIED unanimously. Justin Haschke will be invited for an interview with Council July 2.

MOTION by Maddie Smith, second by Lon Reisman, to recommend Mark McClinton for Place 8 of Stephenville Type B Economic Development Authority. MOTION CARRIED unanimously. Mark McClinton will be invited for an interview with Council July 2

Western Heritage Advisory Board

MOTION by LeAnn Durfey, second by Maddie Smith, to recommend moving Angie Ayers from Ex-Officio Place 1 to Place 4 of the Western Heritage Advisory Board. MOTION CARRIED unanimously.

Published on *Stephenville, Texas* (<https://www.stephenvilletx.gov>)

[Home](#) > [Application for Citizen Boards and Commissions](#) > [Webform results](#) > Application for Citizen Boards and Commissions

Submission information

Form: [Application for Citizen Boards and Commissions](#) [1]
Submitted by Visitor (not verified)
Tue, 04/30/2024 - 10:52am
38.141.6.22

First Name

Mark

Last Name

Mcclinton

Home Address

[REDACTED]

City, State, Zip Code

Stephenville tx 76401

Mailing Address

[REDACTED]

City, State, Zip Code

Stephenville tx 76401

Primary Phone Number

[REDACTED]

Alternate Phone Number

Email

[REDACTED]

Employment Status

Employed Full-Time

Employer

Dj enterprises

Please indicate what board you are applying for. (First Choice)

Stephenville Type B Economic Development Authority Board of Directors

Please indicate what board you are applying for. (Second Choice)

Planning and Zoning Commission

Please indicate what board you are applying for. (Third Choice)

Board of Adjustment

Are you currently serving on a board or commission?

No - New Applicant

Have you ever attended a Board or Council meeting?

Yes

Availability

- Daytime (8:00am - 5:00pm)
- Evening (after 5:00 pm)

Are you registered to vote in Stephenville?

Yes

Are you a property owner within the community?

Yes

Do you or a family member own a business within the community?

No

Please indicate which category of the local economy that you represent.

General Public - Defined as those persons having no economic interest other than a normal consumer

Reason for Applying

Desire to continue serving community

Educational Background

Undergraduate animal science A&M

Graduate At economics A&M

Occupational Background

Facilities manager

Relevant Experience

Council service

Community Involvement

Council representative ,keep Stephenville beautiful,,cornerstone church, booster club

Submit Application

Mark mcclinton

Date

Tue, 04/30/2024

Source URL:<https://www.stephenvilletx.gov/node/791/submission/11182>

Links

[1] <https://www.stephenvilletx.gov/bc/webform/application-citizen-boards-and-commissions-0>

Published on *Stephenville, Texas* (<https://www.stephenvilletx.gov>)

[Home](#) > [Application for Citizen Boards and Commissions](#) > [Webform results](#) > [Application for Citizen Boards and Commissions](#)

Submission information

Form: [Application for Citizen Boards and Commissions](#) [1]

Submitted by Visitor (not verified)

Tue, 04/16/2024 - 7:26pm

166.198.250.58

First Name

Justin

Last Name

Haschke

Home Address

[REDACTED]

City, State, Zip Code

76401

Mailing Address

[REDACTED]

City, State, Zip Code

76401

Primary Phone Number

[REDACTED]

Alternate Phone Number

Email

justin.haschke@bmywealthmgmt.com

Employment Status

Employed Full-Time

Employer

BMY wealth

Please indicate what board you are applying for. (First Choice)

Stephenville Type B Economic Development Authority Board of Directors

Please indicate what board you are applying for. (Second Choice)

Please indicate what board you are applying for. (Third Choice)

Are you currently serving on a board or commission?

No - Not currently serving, have served in the past

Have you ever attended a Board or Council meeting?

Yes

Availability

Daytime (8:00am - 5:00pm)

Are you registered to vote in Stephenville?

Yes

Are you a property owner within the community?

Yes

Do you or a family member own a business within the community?

Yes

Please indicate which category of the local economy that you represent.

Industry - Corporations, partnerships, sole proprietorships or other legal entities formed for the purpose of making a profit and which produce or manufacture goods or services and which are not small businesses

Reason for Applying

I want to serve the community and promote economic development.

Educational Background

Tarleton state university

Occupational Background

Financial services

Relevant Experience

I own a business in town and work in finance.

Community Involvement

Serve on city council, previously served on Seda, serve on Stedco, Oakdale united methodist PPRC, Compassion counseling, Stephenville optimist club, Texan Club.

Submit Application

Justin Haschke

Date

Tue, 04/16/2024

Source URL: <https://www.stephenvilletx.gov/node/791/submission/11136>

Links

[1] <https://www.stephenvilletx.gov/bc/webform/application-citizen-boards-and-commissions-0>

Published on *Stephenville, Texas* (<https://www.stephenvilletx.gov>)

Home > [Application for Citizen Boards and Commissions](#) > [Webform results](#) > Application for Citizen Boards and Commissions

Submission information

Form: [Application for Citizen Boards and Commissions](#) [1]
Submitted by Visitor (not verified)
Tue, 05/14/2024 - 4:26pm
12.50.9.2

First Name

Tina

Last Name

Virgin

Home Address

[REDACTED]

City, State, Zip Code

Stephenville

Mailing Address

[REDACTED]

City, State, Zip Code

Stephenville

Primary Phone Number

[REDACTED]

Alternate Phone Number

Email

TINAVIRGIN@TEXASHEALTH.ORG

Employment Status

Employed Full-Time

Employer

Texas Health Resources

Please indicate what board you are applying for. (First Choice)

Board of Adjustment

Please indicate what board you are applying for. (Second Choice)

-Tourism and Visitors Bureau Advisory Board

Please indicate what board you are applying for. (Third Choice)

Planning and Zoning Commission

Are you currently serving on a board or commission?

No - New Applicant

Have you ever attended a Board or Council meeting?

Yes

Availability

Evening (after 5:00 pm)

Are you registered to vote in Stephenville?

Yes

Are you a property owner within the community?

Yes

Do you or a family member own a business within the community?

No

Please indicate which category of the local economy that you represent.

Healthcare - Provider of goods and services contributing to the care of others

Reason for Applying

My reason for applying to this board is to work towards a stronger, more productive, and all-around better community for the citizens of Stephenville and all generations to come. I love Stephenville and have lived here for forty-five plus years and I want to give back to this community where my children and grandchildren have been or are being raised. I believe in a thriving city and will work with this team on building and ensuring we have a thriving city and community. I also feel that this group is future-focused and actively evaluates new initiatives and how such initiatives can be accomplished. I believe that I have both knowledge and education to positively impact this board and our community.

Educational Background

I have a Doctorate in Nursing Degree along with two Master's of Nursing, one in Education with Clinical Nurse Specialty and the other in Informatics. I also have a Bachelor's of Science Degree in Nursing.

Occupational Background

I have worked as a Registered Nurse in many different roles for the past 25 years. In doing so, the majority of my experience has been in Stephenville. One of the roles as a nurse was within community advocacy and the evaluation of community needs within Stephenville. This role provided me with an opportunity to complete a community health needs assessment and analysis providing a better picture of our community and it's needs. Once the needs assessment was complete, I was tasked with building a community health improvement council, which I led for 8 years, and several projects were developed and implemented through council work.

Relevant Experience

As a Master's Degree prepared registered nurse, I was tasked with developing a community health council to evaluate needs within our community. It was my responsibility to reach out to other community members and seek their willingness to assist with the council in determining what was needed and how those needs could be met. I was able to build a council that worked together to develop programs, build the tools, and find or provide the resources for whatever was determined as the highest priority for our community. This council consisted of local members from United Way, Tarleton State University, local churches, previous city council members, and other organizations that provided free or low cost services to Stephenville and the community.

Community Involvement

I have been involved in providing community projects such as a distracted driver program to give insight into how distractions have led to greater dangers in driving. I also led a sub-group in

development of a resource guide for the community that provides resources available to all community members and how they can be accessed. Another means of community involvement includes mission trips to provide medical care to those without access to medical facilities or professionals. I continue to provide American Heart Association and Emergency Nurses Association courses to medical and non-medical community members. This also includes information for businesses wanting and/or needing information on how to handle medical emergencies within their business.

Submit Application

Dr. Tina J. Virgin DNP, RN

Date

Tue, 05/14/2024

Source URL: <https://www.stephenvilletx.gov/node/791/submission/11238>

Links

[1] <https://www.stephenvilletx.gov/bc/webform/application-citizen-boards-and-commissions-0>

BOARD OF ADJUSTMENT

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Original Term</u>	<u>Current Term</u>		<u>Recommendation</u>
1	JJ	Conway	2022-23	2022-24		
2	Robert	Nimmo	2024-25	2024-25		
3					Dean Parr - Council	Tina Virgin
4	Moumin	Quazi	2012-13	2024-25		
5	Mary	Seach-McGuire	2024-25	2024-25		
A1	VACANT					
A2	VACANT					
A3	VACANT					
A4	VACANT					

LIBRARY ADVISORY BOARD

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Term</u>	<u>Current Term</u>	
1	Jennie	Shafer	2021-22	2023-24	
2	Jorge	Moreno	2024-25	2024-25	
3					Kate Barton - resigned
4	Katy	Eichenberg	2011-12	2024-25	
5	Katherine	Quinnell	2021-22	2023-24	
6	Katherine	Horak Smith	2021-22	2024-25	
7	Joe	Garcia	2024-25	2024-25	

MAIN STREET ADVISORY BOARD

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Original Term</u>	<u>Current Term</u>	
1					Phil Greer - resigned
2	Scott	Allen	2024-25	2024-25	
3	Dr. Aimee	Shouse	2021-22	2023-24	
4	Jill	Burk	2024-25	2024-25	
5	Joycelyn	Perez	2023-24	2023-24	
6	Rita	Cook	2021-22	2024-25	
7	Julie	Thomas	2023-24	2023-24	

PLANNING & ZONING COMMISSION

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Term</u>	<u>Current Term</u>	
1	Tyler	Wright	2023-24	2023-24	
2					Alan Nix - Council
3	Lisa	LaTouche	2015-16	2023-24	
4	Bonnie	Terrell	2023-24	2024-25	
5	Nick	Robinson	2016-17	2023-24	
6	Brian	Lesley	2019-20	2024-25	
7	Paul	Ashby	2023-24	2023-24	
A1	Justin	Slawson	2023-24	2024-25	James Stephenson
A2	James	Stephenson	2024-25	2024-25	

STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Term</u>	<u>Current Term</u>	
1	Marion	Cole	2024-25	2024-25	
2	Malcolm	Cross	2018-2019	Ricky	
3	Kelijon	Nancy	2021-22	2023-24	
4					Lori Beaty - resigned
5	Metta	Collier	2023-24	2023-24	
6	Ricky	Thurman	2024-25	2024-25	
7					Gerald Cook - Council

WESTERN HERITAGE ADVISORY BOARD

<u>PL #</u>	<u>First</u>	<u>Last</u>	<u>Term</u>	<u>Current Term</u>	
1	Darla	Doty	2023-2025	2023-2025	
2	Jerry	Norris	2023-2025	2023-2025	
3	Kari	Haile	2023-2025	2023-2025	
4					Marilyn Meador - resigned
5	Vanessa	Halford	2023-2025	2023-2025	Angie Ayers
Ex-Officio					
1	Angie	Ayers	2023-2025	2023-2025	
2	Bob	Doty	2023-2025	2023-2025	
3	Merry J.	Flatbush	2023-2025	2023-2025	



COMMITTEE REPORT

REPORT TYPE: Finance Committee Report
MEETING: June 18, 2024
Present: David Baskett, chair; Gerald Cook, Brandon Greenhaw
Absent: Dean Parr
DEPARTMENT: Finance
STAFF CONTACT: Monica Harris

CONSIDER APPROVAL TO PURCHASE CLEARGOV DIGITAL ACFR – CIVIC EDITION:

Staff requested approval of the purchase of the ClearGov Digital ACFR – Civic Edition. The City of Stephenville currently contracts with ClearGov for Transparency, Capital Budgeting, and Digital Budget Book. The Digital Annual Comprehensive Financial Report – Civic Edition will cost \$24,330 for January 1, 2025 to September 30, 2028.

The motion was made and seconded to positively recommend the purchase of the ClearGov Digital ACFR – Civic Edition. The motion passed unanimously.



STAFF REPORT

SUBJECT: Consider Approval to Purchase ClearGov Digital ACFR – Civic Edition

DEPARTMENT: Finance

STAFF CONTACT: Monica

RECOMMENDATION:

Staff is requesting the Finance Committee to approve the purchase of the ClearGov Digital ACFR – Civic Edition with a positive recommendation to Council on July 2, 2024.

BACKGROUND:

The City of Stephenville contracted with ClearGov for Transparency and Budgeting in March 2023, which has been successful in presenting Transparency data on the website, as well as the creation of the digital budget book for FY 2023-2024. ClearGov has created a module for the digital presentation of the Annual Comprehensive Financial Report that will result in easier collaboration with auditors for the creation of the report.

FISCAL IMPACT SUMMARY:

ClearGov is offering the product at a 30% discount until June 29, 2024. The initial setup cost, net of bundle discount, is \$1,755. ClearGov will prorate the first-year cost for January 2025 through September 2025 in the amount of \$4,515. The annual cost, net of bundle discount, for October 1, 2025, to September 30, 2028 is \$6,020. The total cost of this contract is \$24,330. This contract may be cancelled with at least 60 days' notice prior to the end of the then current annual term. As the setup will not commence until January 1, 2025, this will not affect this year's budget.

ALTERNATIVES

Not approve the purchase.



Service Order

2 Mill & Main; Suite 630; Maynard, MA 01754

Created by	Lina Berisha
Contact Phone	214-449-3756
Contact Email	lberisha@cleargov.com

Order Date	Jun 6, 2024
Order valid if signed by	Jun 29, 2024

Customer Information

Customer	City of Stephenville	Contact	Monica Harris	Billing Contact	
Address	298 W. Washington St	Title	Finance Director	Title	
City, St, Zip	Stephenville, TX 76401	Email	mharris@stephenvilletx.gov	Email	
Phone	254-918-1220			PO # (If any)	

The Services you will receive and the Fees for those Services are...

Set up Services	Tier/Rate	Service Fees
ClearGov Setup: Includes activation, onboarding and training for ClearGov solutions	Tier 2	\$ 2,700.00
ClearGov Setup: BCM Bundle Discount - Discount for bundled BCM solutions	Tier 2	\$ (945.00)
Total ClearGov Setup Service Fee - Billed ONE-TIME		\$ 1,755.00
Subscription Services	Tier	Service Fees
ClearGov Digital ACFR - Civic Edition	Tier 2	\$ 8,600.00
ClearGov BCM Bundle Discount: Discount for bundled BCM solutions	Tier 2	\$ (2,580.00)
Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE		\$ 6,020.00

ClearGov will provide your Services according to this schedule...

Period	Start Date	End Date	Description
Setup	Jan 1, 2025	Jan 1, 2025	ClearGov Setup Services
Pro-Rata	Jan 1, 2025	Sep 30, 2025	ClearGov Subscription Services
Initial	Oct 1, 2025	Sep 30, 2028	ClearGov Subscription Services

To be clear, you will be billed as follows...

Billing Date(s)	Amount(s)	Notes
Jan 1, 2025	\$ 1,755.00	One Time Setup Fee
Jan 1, 2025	\$ 4,515.00	9 Month Pro-Rata Subscription Fee
Oct 1, 2025	\$ 6,020.00	Annual Subscription Fee

Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.

Billing Terms and Conditions

Valid Until	Jun 29, 2024	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	Net 30	All invoices are due Net 30 days from the date of invoice.
Initial Period Rate Increase	3% per annum	During the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.
Rate Increase	6% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions

Customer Satisfaction Guarantee	During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.
Statement of Work	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work. Please note that ClearGov will not activate and/or implement services for any Customer with outstanding balance past due over 90 days for any previous subscription services.
Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order DO NOT include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
Term & Termination	Subject to the termination rights and obligations set forth in the ClearGov BCM Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period. To be clear, Customer shall have the option to Terminate this Service Order on an annual basis by providing notice at least sixty (60) days prior to the end of the then current Annual Term.
Auto-Renewal	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an "Annual Term"), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
Agreement	The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov BCM Service Agreement found at the following URL: http://www.ClearGov.com/terms-and-conditions . This Service Order incorporates by reference the terms of such ClearGov BCM Service Agreement.

Customer	
Signature	
Name	
Title	

ClearGov, Inc.	
Signature	
Name	Bryan A. Burdick
Title	President

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045

Customer Upgrades (ClearGov internal use only)			
This Service Order is a Customer Upgrade	Yes	If Yes: Original Service Order Date	2/15/23

Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone, and web conferencing.

ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign an Implementation Manager (IM) responsible for managing the activation and onboarding process. ClearGov IM will coordinate with other ClearGov resources, as necessary.
- ClearGov IM will provide a Kickoff Call scheduling link to the Customer's Primary Contact. Customer should schedule Kickoff Call within two weeks after the Service Order has been executed.
- If Customer is subscribing to any products that require data onboarding:
 - ClearGov IM will provide a Data Discovery Call scheduling link to the Customer's Primary Contact. Customer should schedule Data Discovery Call based on the availability of Customer's staff.
 - ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s).
 - ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
 - After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback, and address open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow-up calls or emails required to complete the data onboarding process.
- ClearGov will inform Customer of all training, learning, and support options. ClearGov recommends all Users attend ClearGov Academy training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver customized remote training and configuration workshops for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding/activation process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend the Kickoff and Data Discovery Calls within two weeks after the Service Order has been executed. If Customer needs to change the date/time of either of these calls, the Primary Contact will notify the ClearGov IM at least one business day in advance.
- If Customer is subscribing to any products that require data onboarding:
 - Customer will provide a complete set of requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
 - Customer's Primary Contact will coordinate the necessary personnel to attend the Data Discovery and Data Review calls. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on these calls and any subsequent internal review, Customer shall provide a detailed list of data mapping requirements and requested changes to data mapping drafts in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer will complete recommended on-demand training modules in advance of customized training & configuration workshops.
- Customer shall be solely responsible for importing and/or inputting applicable text narrative, custom graphics, performance metrics, capital requests, personnel data, and other such information for capital budget, personnel budget, budget books, projects, dashboards, etc.

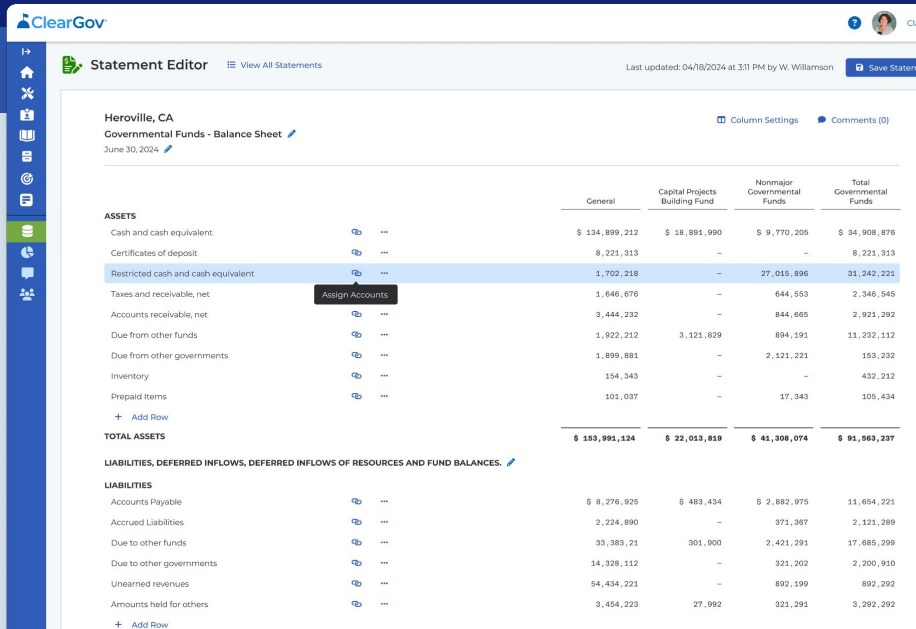
Build an award-winning ACFR in record time.

COMING SOON

Digital ACFR

This purpose-built solution simplifies formatting, streamlines collaboration, and ensures a clear presentation of your organization's financial information.

- ✓ Build ACFR pages quickly with pre-built templates
- ✓ Save time with automatic data updates
- ✓ Add pages easily and customize each section
- ✓ Centralize communication with your auditor(s)
- ✓ Present online and PDF versions effortlessly



Statement Editor | View All Statements | Last updated: 04/18/2024 at 3:11 PM by W. Williamson | Save Statement

Heroville, CA
Governmental Funds - Balance Sheet
June 30, 2024

	General	Capital Projects Building Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalent	\$ 194,899,212	\$ 18,891,990	\$ 9,770,205	\$ 34,908,876
Certificates of deposit	8,221,313	-	-	8,221,313
Restricted cash and cash equivalent	1,702,218	-	27,015,896	31,242,221
Taxes and receivable, net	1,646,676	-	644,553	2,346,545
Accounts receivable, net	3,444,232	-	844,665	2,921,292
Due from other funds	1,922,212	3,121,829	894,191	13,232,112
Due from other governments	1,899,881	-	2,121,221	153,232
Inventory	154,343	-	-	432,212
Prepaid Items	101,037	-	17,343	105,434
+ Add Row				
TOTAL ASSETS	\$ 153,991,124	\$ 22,053,819	\$ 41,308,074	\$ 91,663,237
LIABILITIES, DEFERRED INFLOWS, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
LIABILITIES				
Accounts Payable	\$ 8,276,925	\$ 483,434	\$ 2,882,975	11,654,221
Accrued Liabilities	2,224,890	-	371,367	2,121,289
Due to other funds	33,383,21	301,900	2,421,291	17,685,299
Due to other governments	14,328,112	-	321,202	2,200,910
Unearned revenues	94,434,221	-	892,199	892,292
Amounts held for others	3,454,223	27,982	321,291	3,292,292
+ Add Row				

Financial reporting made easy.

Build your ACFR with ease

Simplify ACFR creation and save time with pre-built templates. Ditch tedious Excel struggles and formatting frustrations.

Save time with an intuitive mapping workflow

Streamline financial statement preparation with intelligent mapping. Effortlessly link your data sources and ensure consistency throughout.

Strengthen collaboration across departments

Centralize communication between teams and auditors, accelerate approvals, and ensure ADA compliance with our cloud software.

Follow a GFOA award checklist

Meet and exceed the criteria for the GFOA Certificate of Achievement for Excellence in Financial Reporting (COA) Program.

Stay updated with dynamic figures

Save time with dynamic figures that update automatically throughout your ACFR as source data changes.

Turn your ACFR into a dynamic website

Turn your ACFR into a ADA compliant interactive website or a shareable PDF for effortless communication and accessibility.



The City of Malden is an unabashed fan of the products. We're always looking forward to when something new comes out to see if it's something that can help us and we'd advise anybody to give the products a long look because, from our perspective, it's the best in class.

- Ron Hogan, Chief Strategy & Innovation Officer, Malden, MA

Get a Demo





STAFF REPORT

SUBJECT: Monthly Budget Report for the Period Ending May 31, 2024

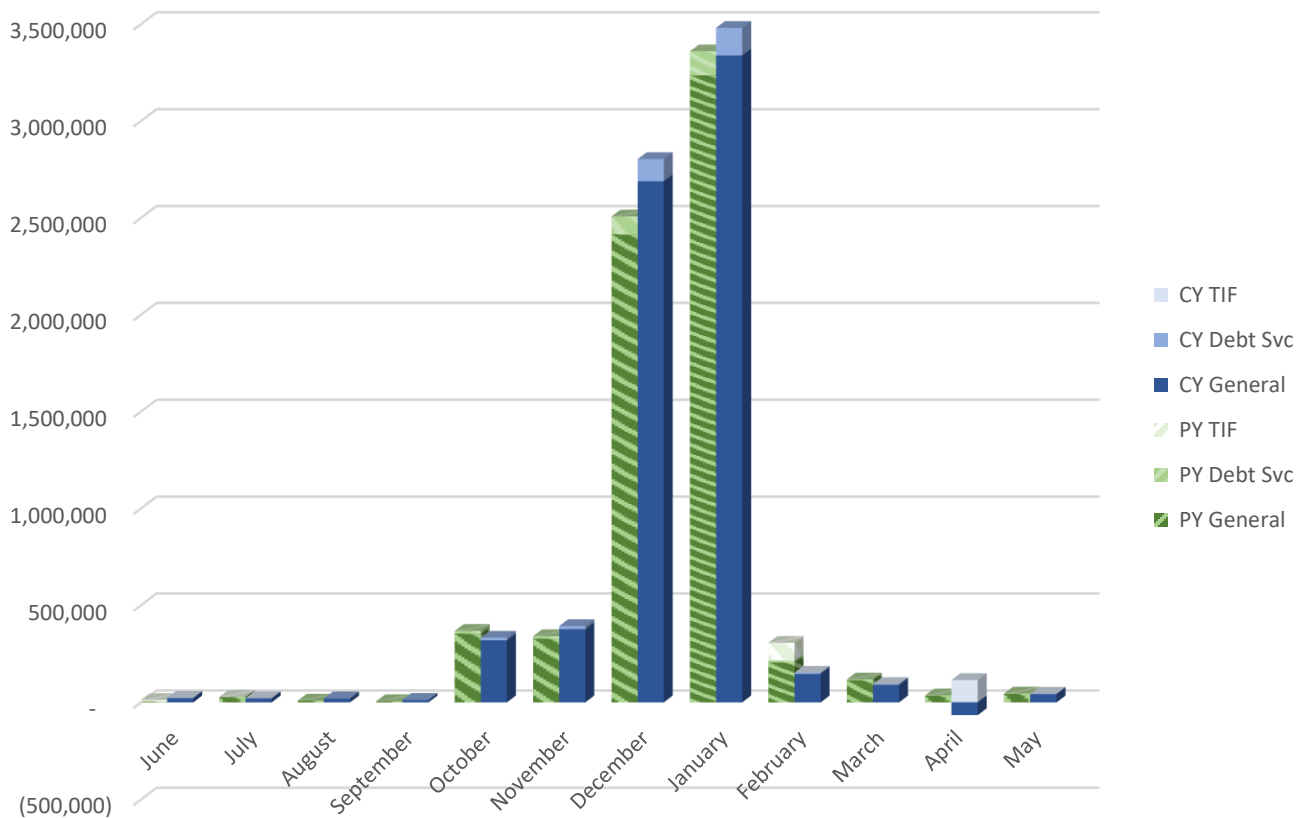
DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

BACKGROUND:

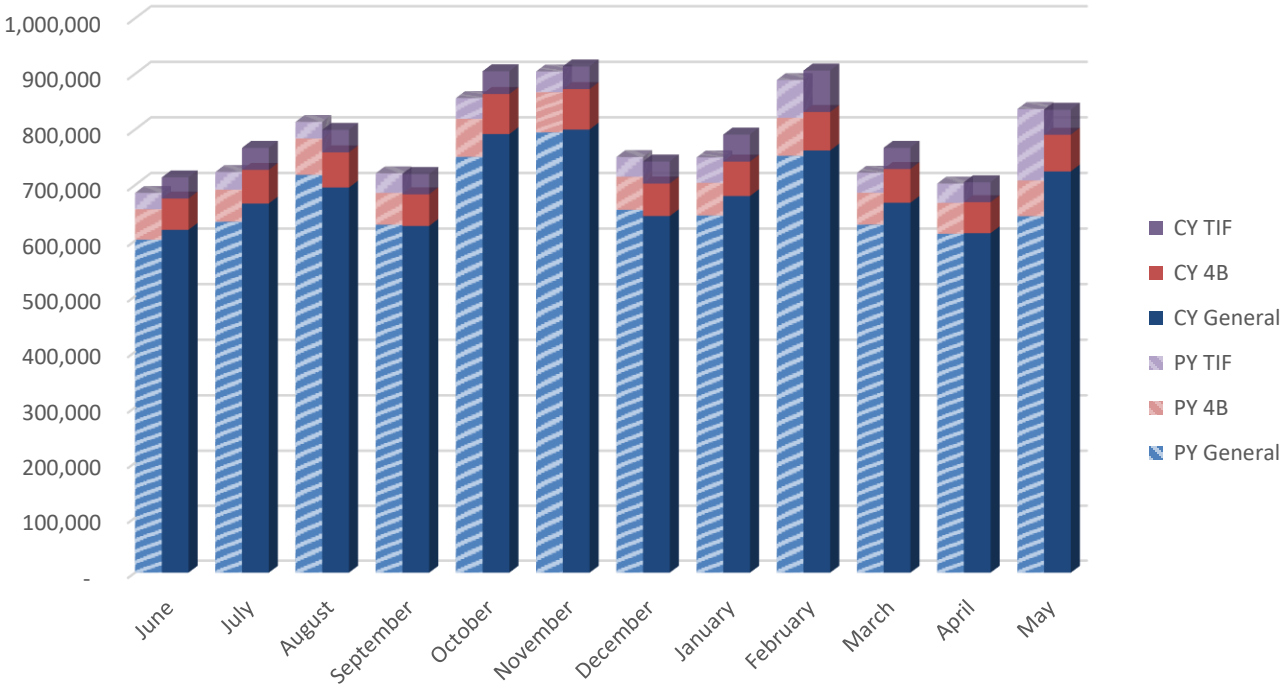
In reviewing the financial statements ending May 31, 2024, the financial indicators are overall as or better than anticipated.

Property Tax Collections
2 year 12 month rolling comparison

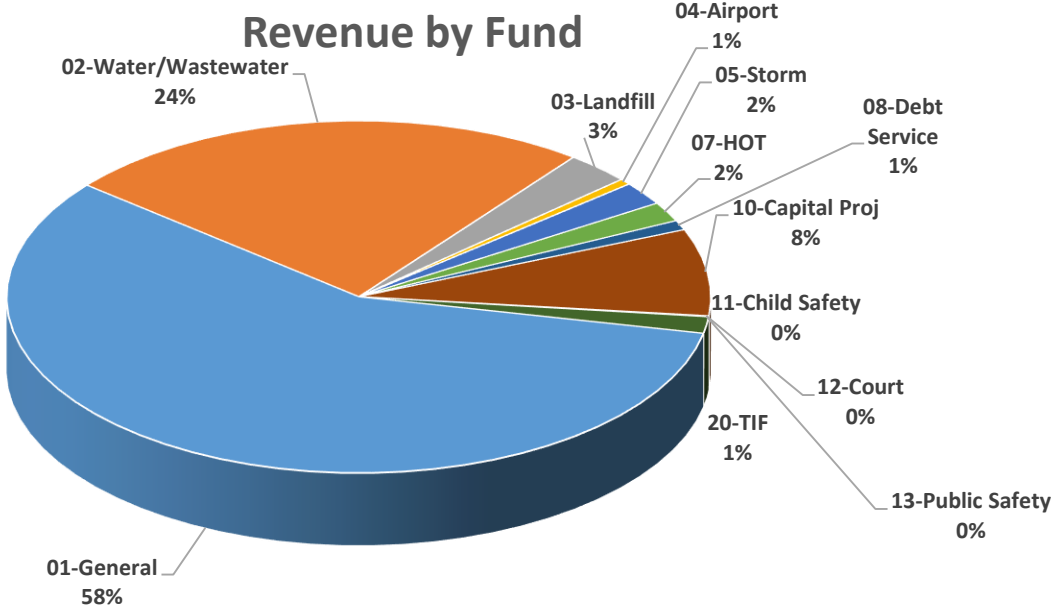


We received \$44K in property taxes in the month of May, resulting in a \$269K increase over the funds collected last fiscal year to date. The amount collected is 100% of the \$7.3 million budget, which is \$73K more than anticipated.

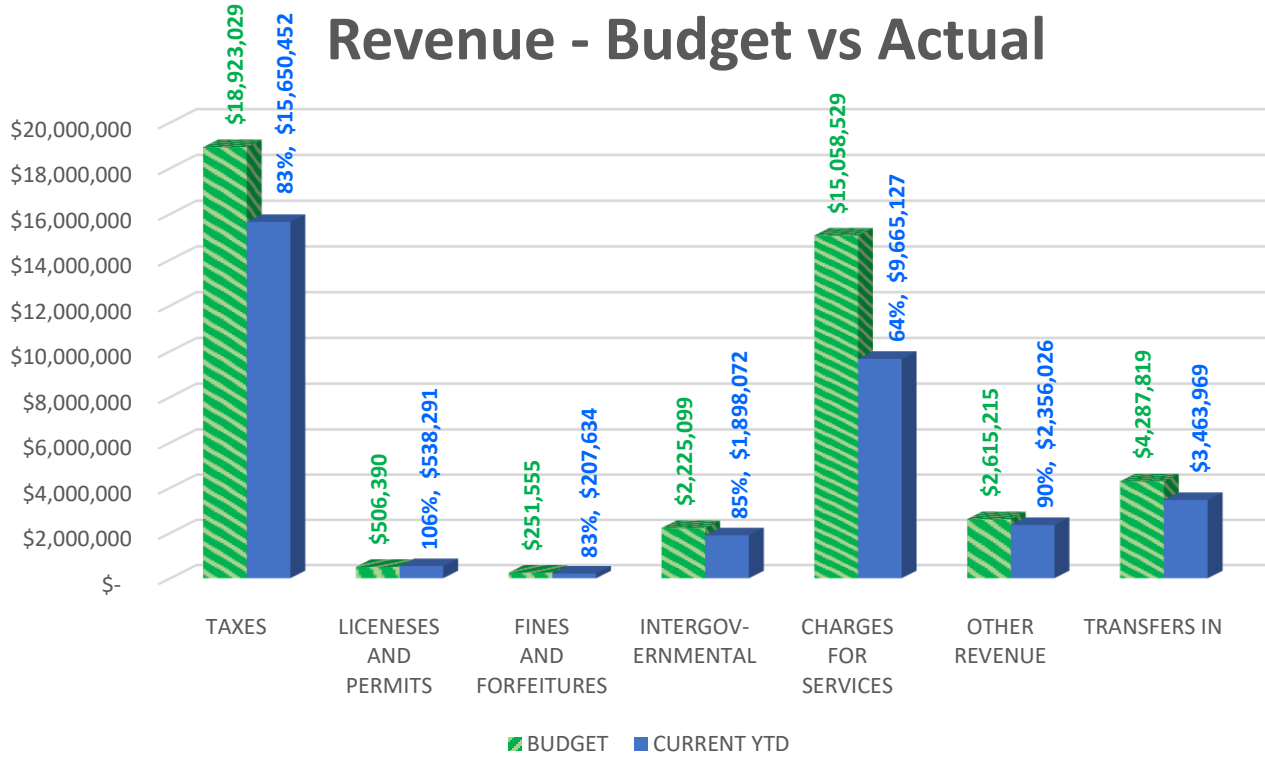
Sales and Use Tax 2 year 12 month rolling comparison



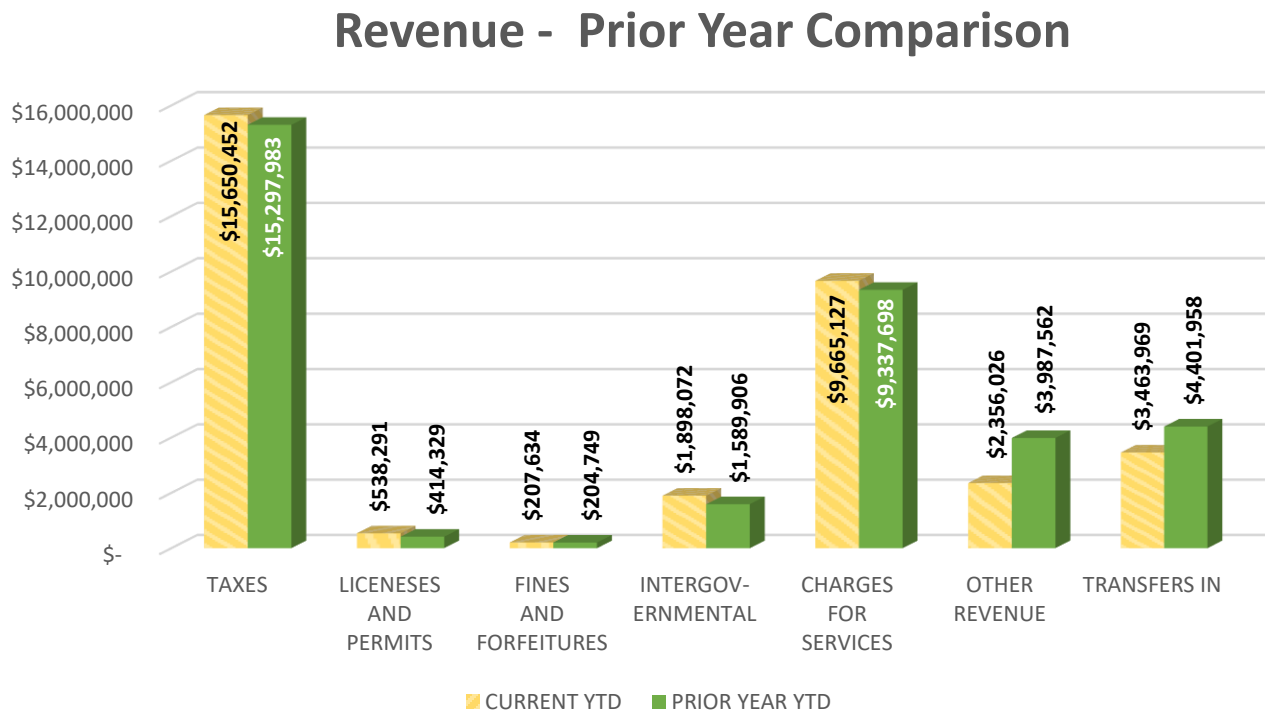
We received \$835K in sales tax in May, resulting in \$154K or 2% more than the funds collected last fiscal year to date. The amount collected is 70% of the \$9.4 million budget, which is \$458K higher than anticipated.



Of the \$33.8 million revenue received to date, 58% was received in the General Fund, 24% was received in the Water/Wastewater Fund, 8% was received in the Capital Projects Fund and 3% was received in the Landfill Fund.

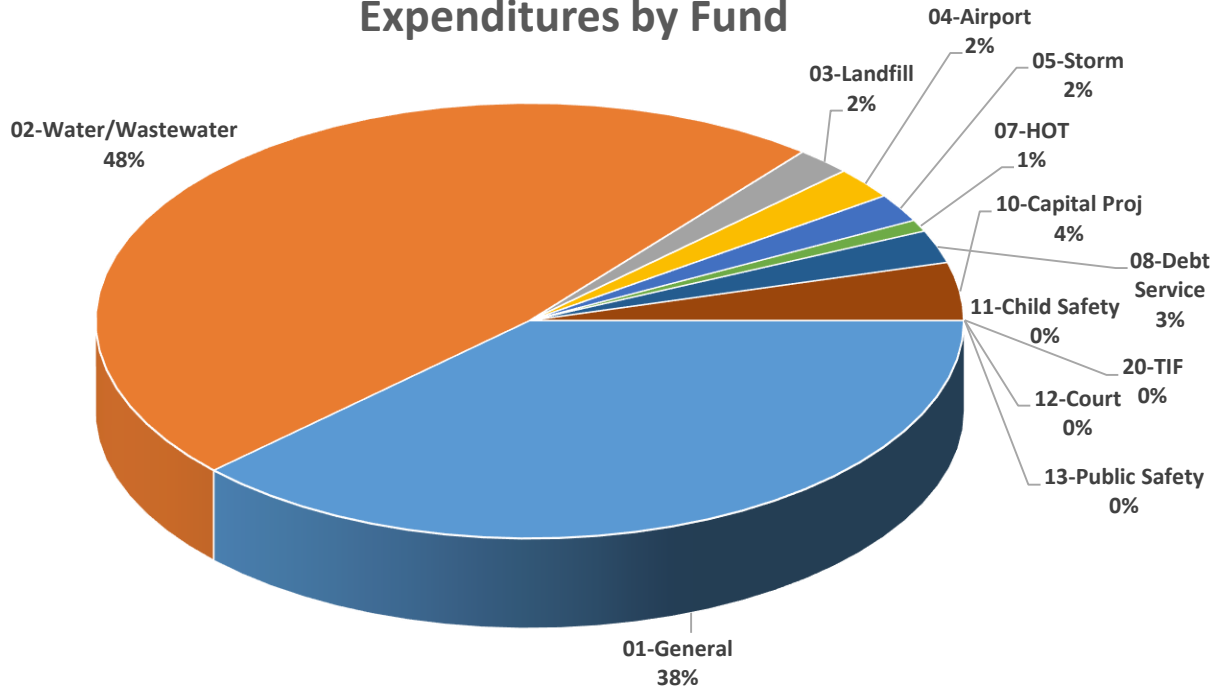


We received 77% of the total budgeted revenues through May, which is \$2.8 million more than anticipated due to taxes, building permits, intergovernmental, charges for services, and interest income.



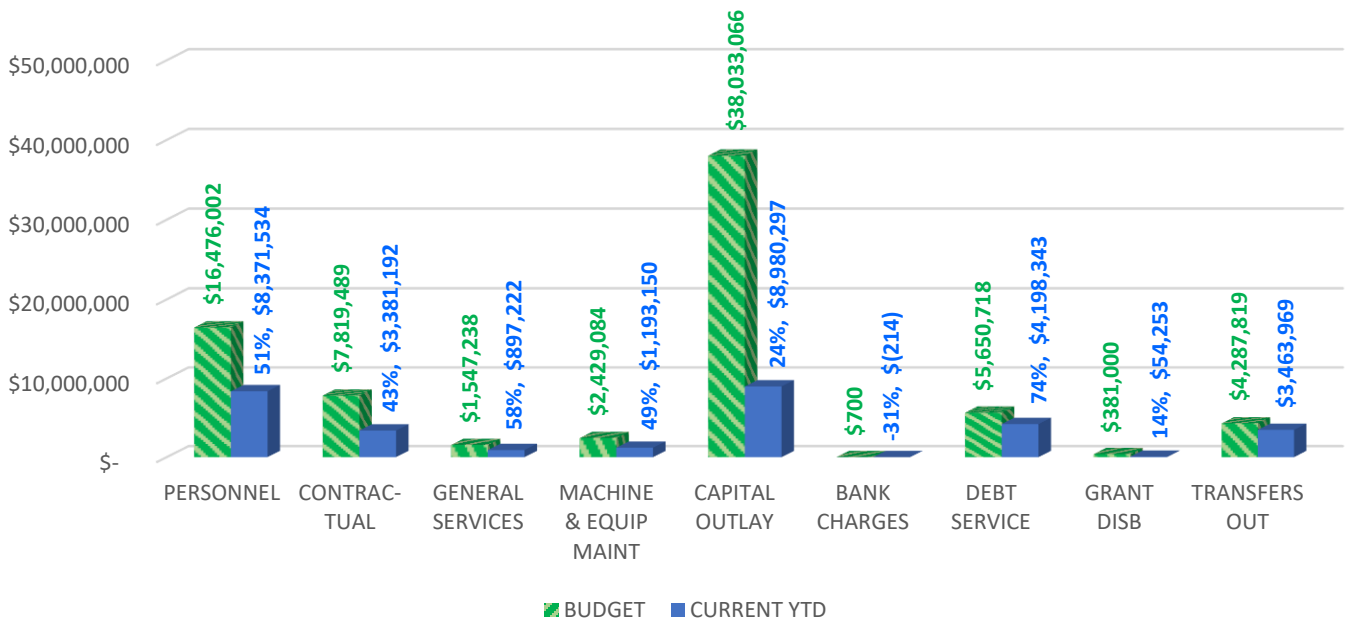
We received \$1.4 million less revenue through May than last fiscal year to date due to debt proceeds received in the prior year.

Expenditures by Fund



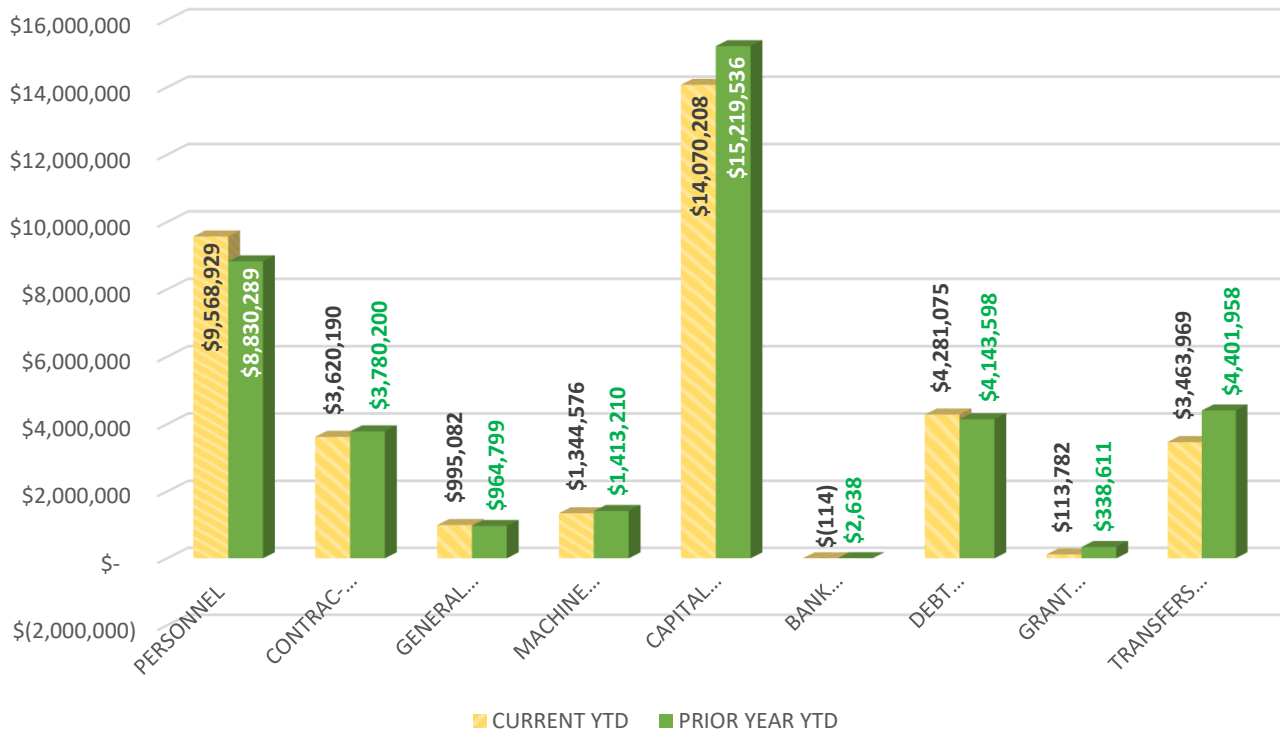
Of the \$37.4 million spent to date, 48% was expended in the Water/Wastewater Fund, 38% was expended in the General Fund, 4% was expended in the Capital Projects Fund, 3% was expended in the Debt Service Fund, 2% was expended in the Storm Fund and 2% was expended in the Landfill Fund.

Expenditures - Budget vs Actual



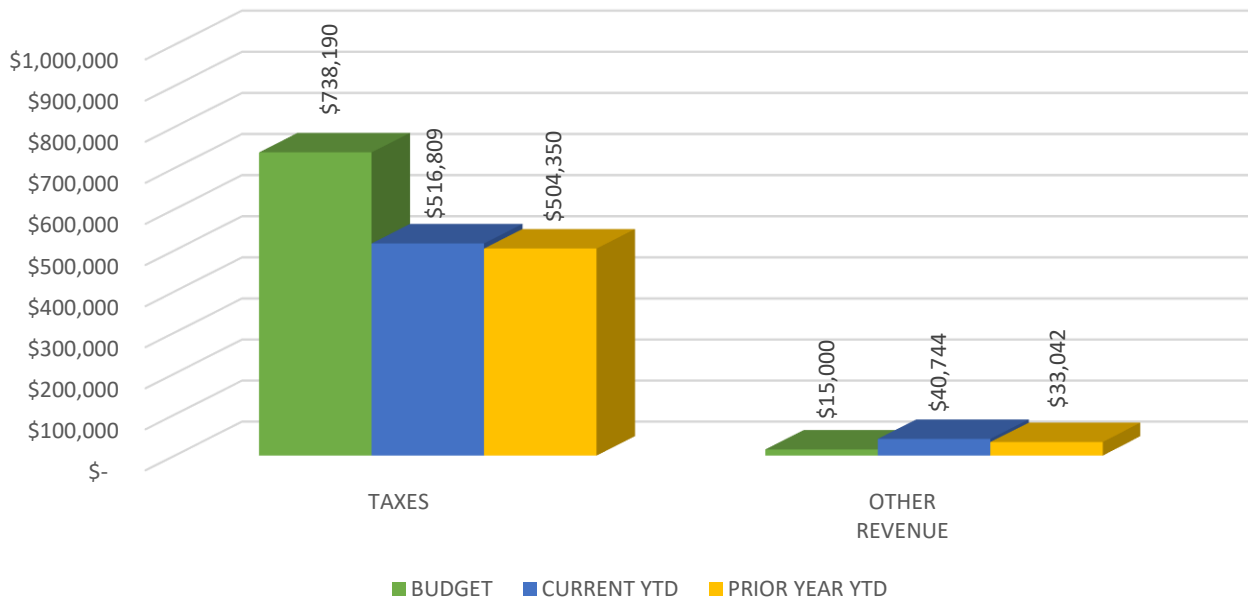
We have expended 47% of the total budgeted expenditures through May, which is \$15.2 million less than anticipated due to personnel, contractual, maintenance, capital outlay, and transfers.

Expenditures - Prior Year Comparison



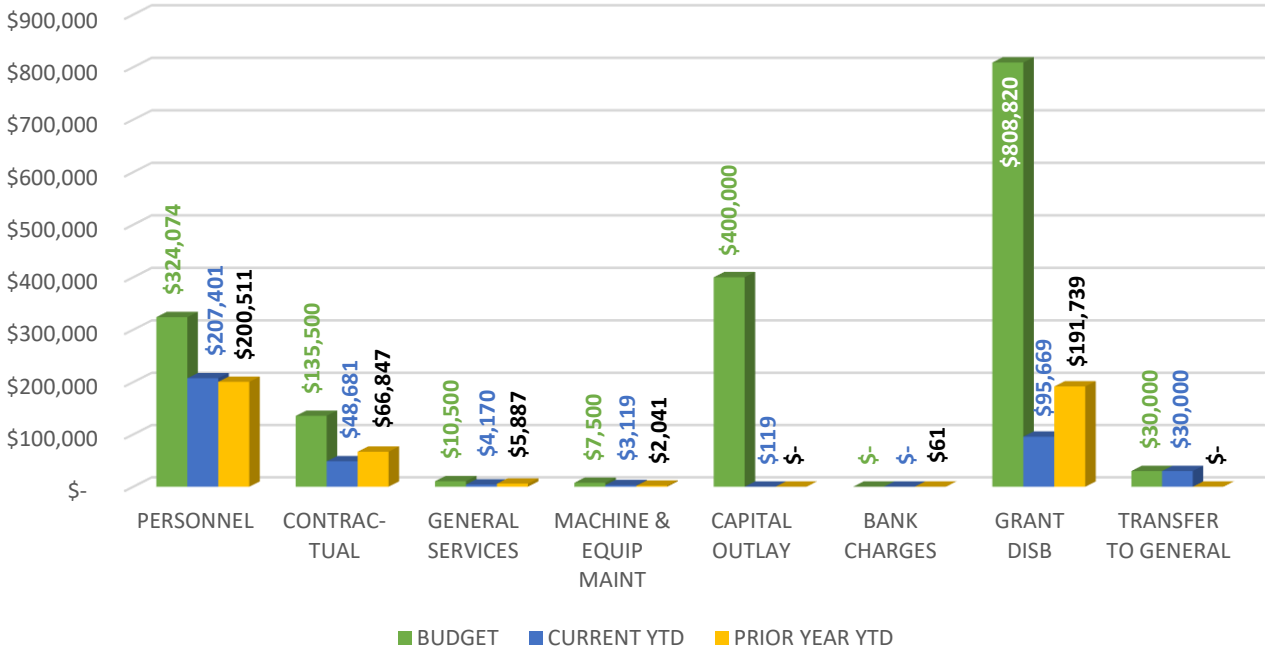
We spent \$1.6 million less in expenditures through May than last fiscal year to date due to capital outlay, grant disbursements, and transfers.

SEDA Revenue Comparison



SEDA has received an overall 74% of budgeted revenue through May, which is \$20K more than last fiscal year to date and \$77K more than anticipated due to taxes and interest income.

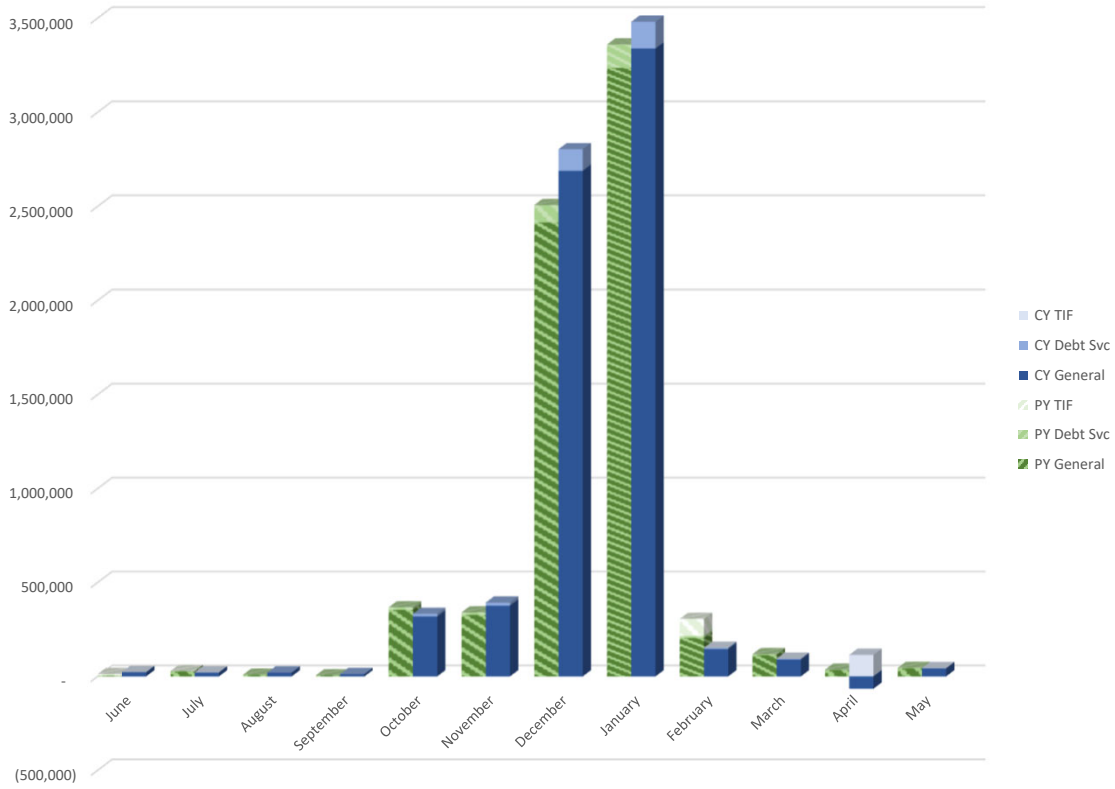
SEDA Expenditure Comparison



SEDA has spent an overall 23% of budgeted expenditures through May, which is \$78K less than last fiscal year to date due to grant disbursements and \$750K less than anticipated due to contractual, capital outlay, and grant disbursements.



Property Tax Collections
2 year 12 month rolling comparison



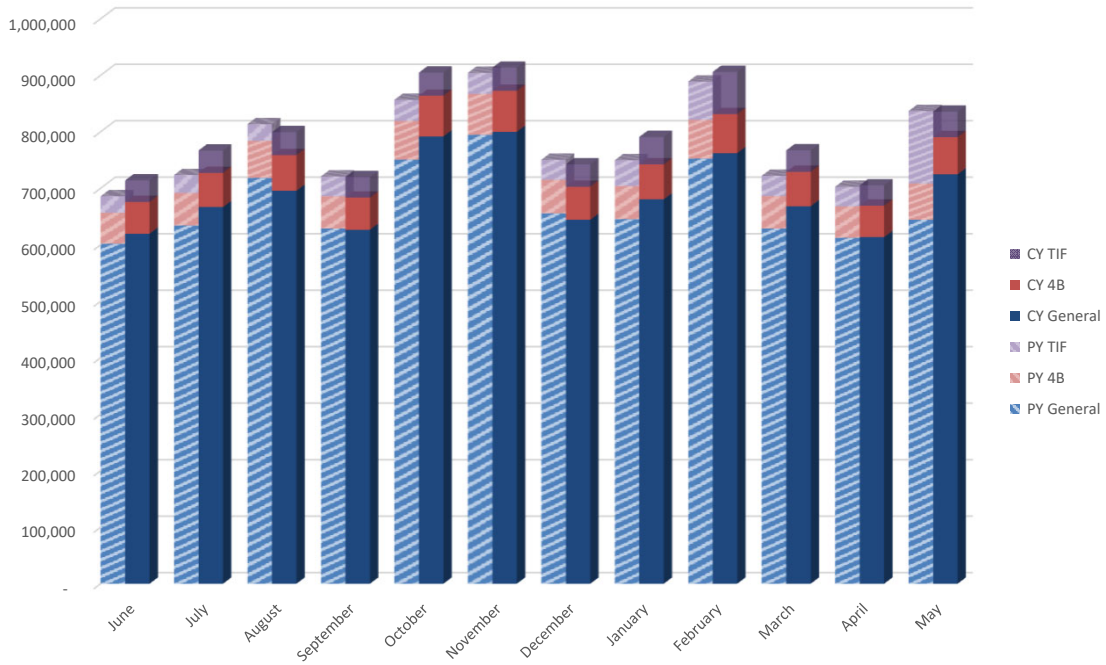
Month	General Fund	Debt Svc	TIF	Total	Month	General Fund	Debt Svc	TIF	Total
Jun-22	3,566	652	7,969	12,187	Jun-23	22,298	864	-	23,162
Jul-22	27,022	1,193	-	28,214	Jul-23	20,824	789	-	21,613
Aug-22	8,974	521	-	9,495	Aug-23	20,172	782	-	20,954
Sep-22	5,893	71	-	5,964	Sep-23	12,245	475	-	12,720
Oct-22	353,997	13,810	-	367,806	Oct-23	319,330	13,573	-	332,903
Nov-22	328,095	12,581	-	340,676	Nov-23	376,834	16,009	-	392,843
Dec-22	2,414,751	92,491	-	2,507,242	Dec-23	2,689,123	114,387	-	2,803,510
Jan-23	3,236,094	123,719	-	3,359,813	Jan-24	3,338,531	142,029	-	3,480,560
Feb-23	204,387	11,299	90,511	306,196	Feb-24	146,100	6,211	-	152,311
Mar-23	113,674	4,365	-	118,039	Mar-24	90,280	3,823	-	94,103
Apr-23	34,588	1,329	-	35,917	Apr-24	(64,868)	2,038	112,569	49,740
May-23	43,776	1,691	-	45,467	May-24	42,319	1,798	-	44,117
12 month total				<u>7,137,016</u>	12 month total				<u>7,428,537</u>
Oct-May 2023				<u>7,081,156</u>	Oct-May 2024				<u>7,350,087</u>
FY 2022-2023 Total				7,159,594	FY 2023-2024 Budget				7,329,505

Collection to date as percentage of fiscal year total 98.90%

Collection to date as percentage of fiscal year budget 100.28%



Sales and Use Tax
2 year 12 month rolling comparison



Month	General	4B	TIF	Total	Month	General	4B	TIF	Total	% Change +/-
Jun-22	601,902	54,718	29,243	685,863	Jun-23	619,536	56,321	38,026	713,883	4.09%
Jul-22	634,088	57,644	31,769	723,501	Jul-23	666,728	60,612	39,634	766,973	6.01%
Aug-22	718,562	65,324	29,738	813,623	Aug-23	695,586	63,235	40,619	799,440	-1.74%
Sep-22	628,870	57,170	35,054	721,094	Sep-23	626,485	56,953	36,556	719,994	-0.15%
Oct-22	750,926	68,266	37,363	856,555	Oct-23	791,837	71,985	40,998	904,820	5.63%
Nov-22	794,878	72,262	37,299	904,439	Nov-23	799,930	72,721	40,912	913,564	1.01%
Dec-22	655,484	59,589	35,438	750,511	Dec-23	644,243	58,568	39,651	742,461	-1.07%
Jan-23	645,364	58,669	45,703	749,737	Jan-24	680,348	61,850	48,784	790,982	5.50%
Feb-23	752,799	68,436	67,794	889,029	Feb-24	762,215	69,292	74,566	906,073	1.92%
Mar-23	628,988	57,181	35,931	722,100	Mar-24	668,209	60,746	38,135	767,091	6.23%
Apr-23	612,376	55,671	34,659	702,706	Apr-24	613,466	55,770	36,003	705,239	0.36%
May-23	644,203	64,276	128,365	836,844	May-24	724,651	65,877	45,017	835,545	-0.16%
12 month total				<u>9,356,001</u>	12 month total				<u>9,566,062</u>	2.25%
Oct-May 2023				<u>6,411,920</u>	Oct-May 2024				<u>6,565,773</u>	2.40%
FY 2022-2023 Total				9,412,210	FY 2023-2024 Budget				9,413,312	
Collection to date as percentage of fiscal year total				68.12%	Collection to date as percentage of fiscal year budget				69.75%	



City of Stephenville

Item 15.
Budget Variance Report
 As Of: 05/31/2024

Fund: 01 - GENERAL FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
TAXES	771,625.82	896,657.35	(125,031.53)	14,334,872.15	13,771,536.22	563,335.93	84	17,077,099.00	(2,742,226.85)	16
LICENSES AND PERMITS	24,371.25	26,039.38	(1,668.13)	516,534.72	360,005.64	156,529.08	108	476,890.00	39,644.72	-8
FINES AND FORFEITURES	44,957.51	33,470.30	11,487.21	195,320.00	181,972.61	13,347.39	82	237,640.00	(42,320.00)	18
INTERGOVERNMENTAL	8,807.50	300.00	8,507.50	870,318.46	52,400.00	817,918.46	101	862,674.00	7,644.46	-1
CHARGES FOR SERVICES	123,811.28	84,753.00	39,058.28	659,616.62	745,118.96	(85,502.34)	49	1,342,520.00	(682,903.38)	51
OTHER REVENUE	87,827.65	18,781.32	69,046.33	1,006,297.35	395,525.57	610,771.78	174	577,600.00	428,697.35	-74
TRANSFER	0.00	0.00	0.00	1,876,004.00	1,876,004.00	0.00	100	1,876,004.00	0.00	0
TOTAL REVENUE	1,061,401.01	1,060,001.35	1,399.66	19,458,963.30	17,382,563.00	2,076,400.30	87	22,450,427.00	(2,991,463.70)	13
EXPENSE SUMMARY										
CITY COUNCIL	18,719.20	68,440.37	49,721.17	204,487.70	563,841.71	359,354.01	24	840,849.00	(636,361.30)	76
CITY MANAGER	31,664.43	33,034.25	1,369.82	265,059.61	278,434.71	13,375.10	61	432,612.00	(167,552.39)	39
CITY SECRETARY	14,683.97	17,564.90	2,880.93	151,120.05	144,782.59	(6,337.46)	68	223,386.00	(72,265.95)	32
EMERGENCY MANAGEMENT	354.48	393.98	39.50	15,032.63	17,256.48	2,223.85	78	19,380.00	(4,347.37)	22
MUNICIPAL BUILDING	5,409.24	10,863.34	5,454.10	108,106.20	122,519.74	14,413.54	65	167,560.00	(59,453.80)	35
MUNICIPAL SERVICES CTR	(11,838.81)	9,359.64	21,198.45	48,525.62	94,038.05	45,512.43	36	135,080.00	(86,554.38)	64
HUMAN RESOURCES	11,666.40	22,963.81	11,297.41	129,717.33	185,914.16	56,196.83	46	282,471.00	(152,753.67)	54
DOWNTOWN	19,865.80	16,088.02	(3,777.78)	118,315.53	142,267.09	23,951.56	56	211,170.00	(92,854.47)	44
FINANCE	46,637.07	65,375.09	18,738.02	423,147.22	539,720.45	116,573.23	51	830,601.00	(407,453.78)	49
INFORMATION TECHNOLOGY	21,595.89	39,142.10	17,546.21	313,563.83	319,619.13	6,055.30	64	487,532.00	(173,968.17)	36
TAX	0.00	112.38	112.38	165,106.80	155,617.77	(9,489.03)	81	204,490.00	(39,383.20)	19
LEGAL COUNSEL	12,655.24	12,050.78	(604.46)	75,763.73	91,614.82	15,851.09	52	144,848.00	(69,084.27)	48
MUNICIPAL COURT	11,906.23	11,105.24	(800.99)	97,968.40	90,611.37	(7,357.03)	70	139,187.00	(41,218.60)	30
STREET MAINTENANCE	51,709.70	85,133.91	33,424.21	580,263.33	830,512.43	250,249.10	49	1,195,550.00	(615,286.67)	51
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	318,713.03	289,931.80	(28,781.23)	1,533,272.58	1,772,609.44	239,336.86	58	2,649,725.00	(1,116,452.42)	42
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	19,011.91	22,770.57	3,758.66	174,263.24	190,448.02	16,184.78	59	293,481.00	(119,217.76)	41
SENIOR CENTER	12,666.54	143,366.78	130,700.24	171,829.47	1,154,185.54	982,356.07	10	1,733,470.00	(1,561,640.53)	90
AQUATIC CENTER	31,369.09	76,663.17	45,294.08	124,350.59	167,885.68	43,535.09	33	371,659.00	(247,308.41)	67
FIRE DEPARTMENT	356,303.90	340,268.44	(16,035.46)	3,129,269.57	3,169,436.55	40,166.98	65	4,816,543.00	(1,687,273.43)	35
POLICE DEPARTMENT	460,076.43	634,779.59	174,703.16	4,249,390.21	5,484,609.76	1,235,219.55	49	8,621,725.00	(4,372,334.79)	51
DEVELOPMENT SERVICES	55,548.44	65,548.36	9,999.92	554,208.96	542,497.61	(11,711.35)	66	835,156.00	(280,947.04)	34
GIS	9,282.34	9,941.60	659.26	87,502.05	82,883.62	(4,618.43)	69	127,369.00	(39,866.95)	31
TRANSFERS	0.00	0.00	0.00	1,493,383.00	1,493,383.00	0.00	95	1,567,248.00	(73,865.00)	5
TOTAL EXPENSE	1,498,000.52	1,974,898.12	476,897.60	14,213,647.65	17,634,689.72	3,421,042.07	54	26,331,092.00	12,117,444.35	46
REVENUE OVER/(UNDER) EXPENDITURE	(436,599.51)	(914,896.77)	478,297.26	5,245,315.65	(252,126.72)	5,497,442.37		(3,880,665.00)	(15,108,908.05)	

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	462.46	300.74	161.72	1,805.78	844.94	960.84	181	1,000.00	805.78	-81
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	867,950.52	961,661.57	(93,711.05)	7,305,399.29	7,036,099.52	269,299.77	65	11,167,733.00	(3,862,333.71)	35
OTHER REVENUE	72,859.52	38,720.23	34,139.29	871,467.28	59,720.34	811,746.94	188	463,000.00	408,467.28	-88
TRANSFER	0.00	0.00	0.00	94,582.00	94,582.00	0.00	100	94,582.00	0.00	0
TOTAL REVENUE	941,272.50	1,000,682.54	(59,410.04)	8,273,254.35	7,191,246.80	1,082,007.55	71	11,726,315.00	(3,453,060.65)	29
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	51,362.23	312,240.35	260,878.12	1,359,716.65	2,543,474.56	1,183,757.91	35	3,849,010.00	(2,489,293.35)	65
WATER PRODUCTION	932,101.04	193,575.32	(738,525.72)	2,043,455.56	1,804,665.58	(238,789.98)	78	2,612,539.00	(569,083.44)	22
WATER DISTRIBUTION	57,377.97	168,634.41	111,256.44	565,153.90	1,406,438.82	841,284.92	27	2,092,635.00	(1,527,481.10)	73
CUSTOMER SERVICE	(10,117.21)	28,981.65	39,098.86	168,696.31	257,628.94	88,932.63	44	384,667.00	(215,970.69)	56
WASTEWATER COLLECTION	2,842,338.08	1,377,911.17	(1,464,426.91)	8,242,042.93	11,088,648.62	2,846,605.69	50	16,624,869.00	(8,382,826.07)	50
WASTEWATER TREATMENT	87,474.77	251,517.92	164,043.15	819,272.78	2,023,248.36	1,203,975.58	27	3,030,507.00	(2,211,234.22)	73
BILLING & COLLECTION	36,823.47	44,702.31	7,878.84	359,465.14	360,267.79	802.65	66	543,895.00	(184,429.86)	34
NON-DEPARTMENTAL	0.00	64,715.83	64,715.83	4,386,392.80	4,442,692.64	56,299.84	82	5,338,670.00	(952,277.20)	18
TOTAL EXPENSE	3,997,360.35	2,442,278.96	(1,555,081.39)	17,944,196.07	23,927,065.31	5,982,869.24	52	34,476,792.00	16,532,595.93	48
REVENUE OVER/(UNDER) EXPENDITURE	(3,056,087.85)	(1,441,596.42)	(1,614,491.43)	(9,670,941.72)	(16,735,818.51)	7,064,876.79		(22,750,477.00)	(19,985,656.58)	

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	133,193.63	134,485.92	(1,292.29)	919,548.57	862,974.90	56,573.67	67	1,380,400.00	(460,851.43)	33
OTHER REVENUE	10,022.11	1,181.63	8,840.48	81,309.40	3,733.61	77,575.79	469	17,350.00	63,959.40	-369
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	143,215.74	135,667.55	7,548.19	1,000,857.97	866,708.51	134,149.46	72	1,397,750.00	(396,892.03)	28
<u>EXPENSE SUMMARY</u>										
LANDFILL	43,197.85	84,243.58	41,045.73	773,773.81	1,050,490.64	276,716.83	55	1,403,815.00	(630,041.19)	45
TOTAL EXPENSE	43,197.85	84,243.58	41,045.73	773,773.81	1,050,490.64	276,716.83	55	1,403,815.00	630,041.19	45
REVENUE OVER/(UNDER) EXPENDITURE	100,017.89	51,423.97	48,593.92	227,084.16	(183,782.13)	410,866.29		(6,065.00)	(1,026,933.22)	

Budget Variance Report
Fund: 04 - AIRPORT FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
INTERGOVERNMENTAL	0.00	0.00	0.00	7,143.94	0.00	7,143.94	71	10,000.00	(2,856.06)	29
CHARGES FOR SERVICES	8,295.01	9,158.00	(862.99)	94,810.64	92,831.46	1,979.18	73	130,350.00	(35,539.36)	27
OTHER REVENUE	0.00	118,539.21	(118,539.21)	2,850.00	948,313.68	(945,463.68)	0	1,423,040.00	(1,420,190.00)	100
TRANSFER	0.00	0.00	0.00	77,091.00	77,091.00	0.00	100	77,091.00	0.00	0
TOTAL REVENUE	8,295.01	127,697.21	(119,402.20)	181,895.58	1,118,236.14	(936,340.56)	11	1,640,481.00	(1,458,585.42)	89
EXPENSE SUMMARY										
AIRPORT	765,246.98	144,622.16	(620,624.82)	880,436.85	1,167,902.06	287,465.21	50	1,751,636.00	(871,199.15)	50
TOTAL EXPENSE	765,246.98	144,622.16	(620,624.82)	880,436.85	1,167,902.06	287,465.21	50	1,751,636.00	871,199.15	50
REVENUE OVER/(UNDER) EXPENDITURE	(756,951.97)	(16,924.95)	(740,027.02)	(698,541.27)	(49,665.92)	(648,875.35)		(111,155.00)	(2,329,784.57)	

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	4,519.00	2,705.73	1,813.27	17,968.47	2,705.73	15,262.74	72	25,000.00	(7,031.53)	28
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	83,894.61	83,423.69	470.92	666,587.09	666,866.89	(279.80)	67	1,000,272.00	(333,684.91)	33
OTHER REVENUE	3,910.33	146.35	3,763.98	39,586.05	265.65	39,320.40	1,759	2,250.00	37,336.05	1,659
TOTAL REVENUE	92,323.94	86,275.77	6,048.17	724,141.61	669,838.27	54,303.34	70	1,027,522.00	(303,380.39)	30
EXPENSE SUMMARY										
STORM WATER DRAINAGE	42,869.58	58,593.16	15,723.58	786,259.41	1,141,112.28	354,852.87	54	1,451,268.00	(665,008.59)	46
TOTAL EXPENSE	42,869.58	58,593.16	15,723.58	786,259.41	1,141,112.28	354,852.87	54	1,451,268.00	665,008.59	46
REVENUE OVER/(UNDER) EXPENDITURE	49,454.36	27,682.61	21,771.75	(62,117.80)	(471,274.01)	409,156.21		(423,746.00)	(968,388.98)	

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	130,096.42	68,592.05	61,504.37	538,385.53	408,813.70	129,571.83	70	771,420.00	(233,034.47)	30
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	8,715.00	8,425.76	289.24	19,165.00	12,225.24	6,939.76	77	24,754.00	(5,589.00)	23
OTHER REVENUE	6,746.63	285.88	6,460.75	51,072.90	565.68	50,507.22	1,135	4,500.00	46,572.90	1,035
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	145,558.05	77,303.69	68,254.36	608,623.43	421,604.62	187,018.81	76	800,674.00	(192,050.57)	24
EXPENSE SUMMARY										
TOURISM	65,348.36	78,787.21	13,438.85	326,038.36	552,007.97	225,969.61	39	826,714.00	(500,675.64)	61
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	65,348.36	78,787.21	13,438.85	326,038.36	552,007.97	225,969.61	39	826,714.00	500,675.64	61
REVENUE OVER/(UNDER) EXPENDITURE	80,209.69	(1,483.52)	81,693.21	282,585.07	(130,403.35)	412,988.42		(26,040.00)	(692,726.21)	

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	1,335.43	1,978.93	(643.50)	300,560.43	270,808.98	29,751.45	110	273,240.00	27,320.43	-10
OTHER REVENUE	125.38	189.12	(63.74)	993.05	492.10	500.95	50	2,000.00	(1,006.95)	50
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	1,460.81	2,168.05	(707.24)	301,553.48	943,326.08	(641,772.60)	27	1,099,090.00	(797,536.52)	73
<u>EXPENSE SUMMARY</u>										
DEBT SERVICE	0.00	0.00	0.00	917,475.00	917,475.00	0.00	84	1,096,625.00	(179,150.00)	16
TOTAL EXPENSE	0.00	0.00	0.00	917,475.00	917,475.00	0.00	84	1,096,625.00	179,150.00	16
REVENUE OVER/(UNDER) EXPENDITURE	1,460.81	2,168.05	(707.24)	(615,921.52)	25,851.08	(641,772.60)		2,465.00	(976,686.52)	

Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	291.66	(291.66)	1,982.50	2,333.28	(350.78)	57	3,500.00	(1,517.50)	43
INTERGOVERNMENTAL	0.00	29,090.92	(29,090.92)	1,013,328.55	232,727.36	780,601.19	75	1,349,225.00	(335,896.45)	25
CHARGES FOR SERVICES	0.00	1,041.25	(1,041.25)	0.00	8,330.00	(8,330.00)	0	12,500.00	(12,500.00)	100
OTHER REVENUE	38,236.20	9,367.98	28,868.22	261,144.93	18,319.58	242,825.35	232	112,500.00	148,644.93	-132
TRANSFER	0.00	0.00	0.00	1,416,292.00	1,416,292.00	0.00	100	1,416,292.00	0.00	0
TOTAL REVENUE	38,236.20	39,791.81	(1,555.61)	2,692,747.98	1,678,002.22	1,014,745.76	93	2,894,017.00	(201,269.02)	7
EXPENSE SUMMARY										
STREET MAINTENANCE	28,469.71	617,898.86	589,429.15	1,615,034.99	4,943,190.88	3,328,155.89	22	7,417,183.00	(5,802,148.01)	78
PARKS & RECREATION	0.00	84,217.63	84,217.63	0.00	673,741.04	673,741.04	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	28,469.71	702,116.49	673,646.78	1,615,034.99	5,616,931.92	4,001,896.93	19	8,428,199.00	6,813,164.01	81
REVENUE OVER/(UNDER) EXPENDITURE	9,766.49	(662,324.68)	672,091.17	1,077,712.99	(3,938,929.70)	5,016,642.69		(5,534,182.00)	(7,014,433.03)	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	480.36	265.30	215.06	2,216.12	1,650.32	565.80	111	2,000.00	216.12	-11
OTHER REVENUE	54.81	5.23	49.58	402.39	10.61	391.78	537	75.00	327.39	-437
TOTAL REVENUE	535.17	270.53	264.64	2,618.51	1,660.93	957.58	126	2,075.00	543.51	-26
EXPENSE SUMMARY										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	535.17	270.53	264.64	2,618.51	1,660.93	957.58		2,075.00	543.51	

Budget Variance Report

Fund: 12 - COURT TECHNOLOGY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	1,606.97	1,088.71	518.26	10,097.92	8,050.82	2,047.10	85	11,915.00	(1,817.08)	15
OTHER REVENUE	177.04	10.28	166.76	1,266.51	19.87	1,246.64	844	150.00	1,116.51	-744
TOTAL REVENUE	1,784.01	1,098.99	685.02	11,364.43	8,070.69	3,293.74	94	12,065.00	(700.57)	6
EXPENSE SUMMARY										
COURT TECHNOLOGY	0.00	1,259.91	1,259.91	0.00	10,079.28	10,079.28	0	15,125.00	(15,125.00)	100
TOTAL EXPENSE	0.00	1,259.91	1,259.91	0.00	10,079.28	10,079.28	0	15,125.00	15,125.00	100
REVENUE OVER/(UNDER) EXPENDITURE	1,784.01	(160.92)	1,944.93	11,364.43	(2,008.59)	13,373.02		(3,060.00)	(15,825.57)	

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
FINES AND FORFEITURES	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
INTERGOVERNMENTAL	0.00	0.00	0.00	7,280.60	3,200.00	4,080.60	228	3,200.00	4,080.60	-128
OTHER REVENUE	265.43	47.02	218.41	2,009.75	91.24	1,918.51	268	750.00	1,259.75	-168
TOTAL REVENUE	265.43	47.02	218.41	9,290.35	3,291.24	5,999.11	235	3,950.00	5,340.35	-135
<u>EXPENSE SUMMARY</u>										
PUBLIC SAFETY	200.00	1,666.00	1,466.00	835.00	13,328.00	12,493.00	4	20,000.00	(19,165.00)	96
TOTAL EXPENSE	200.00	1,666.00	1,466.00	835.00	13,328.00	12,493.00	4	20,000.00	19,165.00	96
REVENUE OVER/(UNDER) EXPENDITURE	65.43	(1,618.98)	1,684.41	8,455.35	(10,036.76)	18,492.11		(16,050.00)	(13,824.65)	

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	45,016.60	165,668.64	(120,652.04)	476,634.27	648,618.92	(171,984.65)	59	801,270.00	(324,635.73)	41
OTHER REVENUE	5,461.90	795.31	4,666.59	37,626.77	1,420.80	36,205.97	314	12,000.00	25,626.77	-214
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	50,478.50	166,463.95	(115,985.45)	514,261.04	650,039.72	(135,778.68)	63	813,270.00	(299,008.96)	37
<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	50,478.50	166,463.95	(115,985.45)	514,261.04	(11,785.28)	526,046.32		(10,580.00)	(1,122,858.96)	

Budget Variance Report
Fund: 79 - SEDA

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
TAXES	65,877.36	69,758.95	(3,881.59)	516,808.97	478,716.17	38,092.80	70	738,190.00	(221,381.03)	30
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	4,999.66	1,079.70	3,919.96	40,743.63	2,181.52	38,562.11	272	15,000.00	25,743.63	-172
TOTAL REVENUE	70,877.02	70,838.65	38.37	557,552.60	480,897.69	76,654.91	74	753,190.00	(195,637.40)	26
<u>EXPENSE SUMMARY</u>										
SEDA	32,528.13	138,246.04	105,717.91	389,157.76	1,144,462.50	755,304.74	23	1,716,394.00	(1,327,236.24)	77
TOTAL EXPENSE	32,528.13	138,246.04	105,717.91	389,157.76	1,144,462.50	755,304.74	23	1,716,394.00	1,327,236.24	77
REVENUE OVER/(UNDER) EXPENDITURE	38,348.89	(67,407.39)	105,756.28	168,394.84	(663,564.81)	831,959.65		(963,204.00)	(1,522,873.64)	



City of Stephenville

Item 15.

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2024

Categor...	2022-2023 May Activity	2023-2024 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	806,846.16	771,625.82	-35,220.34	-4.37%	14,029,488.50	14,334,872.15	305,383.65	2.18%
41 - LICENSES AND PERMITS	14,074.27	24,371.25	10,296.98	73.16%	391,798.60	516,534.72	124,736.12	31.84%
42 - FINES AND FORFEITURES	42,473.67	44,957.51	2,483.84	5.85%	194,668.18	195,320.00	651.82	0.33%
43 - INTERGOVERNMENTAL	300.00	8,807.50	8,507.50	2,835.83%	452,273.91	870,318.46	418,044.55	92.43%
44 - CHARGES FOR SERVICES	56,863.97	123,811.28	66,947.31	117.73%	671,090.72	659,616.62	-11,474.10	-1.71%
45 - OTHER REVENUE	78,272.70	87,827.65	9,554.95	12.21%	1,171,635.22	1,006,297.35	-165,337.87	-14.11%
49 - TRANSFER	0.00	0.00	0.00	0.00%	1,679,307.00	1,876,004.00	196,697.00	11.71%
Revenue Total:	998,830.77	1,061,401.01	62,570.24	6.26%	18,590,262.13	19,458,963.30	868,701.17	4.67%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	1,937.70	1,937.70	0.00	0.00%	15,261.11	15,289.69	-28.58	-0.19%
52 - CONTRACTUAL	9,403.73	11,142.86	-1,739.13	-18.49%	114,947.49	90,987.75	23,959.74	20.84%
53 - GENERAL SERVICES	107.71	438.24	-330.53	-306.87%	3,177.48	3,430.28	-252.80	-7.96%
55 - CAPITAL OUTLAY	0.00	5,200.40	-5,200.40	0.00%	754,272.94	94,214.18	660,058.76	87.51%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	181,399.19	565.80	180,833.39	99.69%
Department 101 - CITY COUNCIL Total:	11,449.14	18,719.20	-7,270.06	-63.50%	1,069,058.21	204,487.70	864,570.51	80.87%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	26,839.48	29,644.77	-2,805.29	-10.45%	162,389.53	253,458.39	-91,068.86	-56.08%
52 - CONTRACTUAL	301.25	1,993.71	-1,692.46	-561.81%	6,054.98	10,173.32	-4,118.34	-68.02%
53 - GENERAL SERVICES	220.71	25.95	194.76	88.24%	1,345.49	1,427.90	-82.41	-6.12%
Department 102 - CITY MANAGER Total:	27,361.44	31,664.43	-4,302.99	-15.73%	169,790.00	265,059.61	-95,269.61	-56.11%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	6,774.83	12,086.27	-5,311.44	-78.40%	49,453.91	90,426.14	-40,972.23	-82.85%
52 - CONTRACTUAL	45.15	707.70	-662.55	-1,467.44%	20,302.23	14,336.62	5,965.61	29.38%
53 - GENERAL SERVICES	122.97	49.09	73.88	60.08%	779.61	2,076.05	-1,296.44	-166.29%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	1,840.91	-1,840.91	0.00%	46,749.25	44,281.24	2,468.01	5.28%
Department 103 - CITY SECRETARY Total:	6,942.95	14,683.97	-7,741.02	-111.49%	117,285.00	151,120.05	-33,835.05	-28.85%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	202.04	354.48	-152.44	-75.45%	14,808.71	15,032.63	-223.92	-1.51%
Department 104 - EMERGENCY MANAGEMENT Total:	202.04	354.48	-152.44	-75.45%	14,808.71	15,032.63	-223.92	-1.51%
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	2,086.74	2,172.38	-85.64	-4.10%	16,778.56	18,019.82	-1,241.26	-7.40%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	May Variance				YTD Variance			
	2022-2023 May Activity	2023-2024 May Activity	Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	Favorable / (Unfavorable)	Variance %
52 - CONTRACTUAL	3,325.82	2,651.50	674.32	20.28%	23,194.67	27,973.87	-4,779.20	-20.60%
53 - GENERAL SERVICES	293.96	245.03	48.93	16.65%	8,950.13	33,856.67	-24,906.54	-278.28%
54 - MACHINE & EQUIPMENT MAI	974.49	340.33	634.16	65.08%	25,540.26	22,429.11	3,111.15	12.18%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	209.80	5,826.73	-5,616.93	-2,677.28%
Department 105 - MUNICIPAL BUILDING Total:	6,681.01	5,409.24	1,271.77	19.04%	74,673.42	108,106.20	-33,432.78	-44.77%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	4,944.54	1,448.24	3,496.30	70.71%	39,804.15	37,109.11	2,695.04	6.77%
52 - CONTRACTUAL	3,690.61	1,461.12	2,229.49	60.41%	22,683.72	19,491.61	3,192.11	14.07%
53 - GENERAL SERVICES	132.20	-15,666.18	15,798.38	11,950.36%	4,210.82	-25,648.75	29,859.57	709.12%
54 - MACHINE & EQUIPMENT MAI	279.27	918.01	-638.74	-228.72%	10,148.00	17,573.65	-7,425.65	-73.17%
Department 106 - MUNICIPAL SERVICES CTR Total:	9,046.62	-11,838.81	20,885.43	230.86%	76,846.69	48,525.62	28,321.07	36.85%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	6,477.44	6,688.16	-210.72	-3.25%	59,928.21	60,730.20	-801.99	-1.34%
52 - CONTRACTUAL	4,314.08	4,953.98	-639.90	-14.83%	55,514.11	68,379.51	-12,865.40	-23.18%
53 - GENERAL SERVICES	0.00	24.26	-24.26	0.00%	748.76	607.62	141.14	18.85%
Department 107 - HUMAN RESOURCES Total:	10,791.52	11,666.40	-874.88	-8.11%	116,191.08	129,717.33	-13,526.25	-11.64%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	6,013.34	5,328.86	684.48	11.38%	49,468.59	42,386.32	7,082.27	14.32%
52 - CONTRACTUAL	1,841.28	8,059.33	-6,218.05	-337.70%	40,047.92	52,758.20	-12,710.28	-31.74%
53 - GENERAL SERVICES	0.00	6,477.61	-6,477.61	0.00%	0.00	23,171.01	-23,171.01	0.00%
55 - CAPITAL OUTLAY	69,960.00	0.00	69,960.00	100.00%	69,960.00	0.00	69,960.00	100.00%
Department 108 - DOWNTOWN Total:	77,814.62	19,865.80	57,948.82	74.47%	159,476.51	118,315.53	41,160.98	25.81%
Department: 201 - FINANCE								
51 - PERSONNEL	37,831.28	40,181.84	-2,350.56	-6.21%	293,078.61	338,645.56	-45,566.95	-15.55%
52 - CONTRACTUAL	3,211.81	5,920.23	-2,708.42	-84.33%	85,266.75	41,016.58	44,250.17	51.90%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	703.50	944.76	-241.26	-34.29%
54 - MACHINE & EQUIPMENT MAI	0.00	435.00	-435.00	0.00%	37,819.68	44,206.95	-6,387.27	-16.89%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
56 - BANK CHARGES	100.00	100.00	0.00	0.00%	1,586.53	-1,666.63	3,253.16	205.05%
Department 201 - FINANCE Total:	41,143.09	46,637.07	-5,493.98	-13.35%	418,455.07	423,147.22	-4,692.15	-1.12%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	12,045.99	16,234.00	-4,188.01	-34.77%	124,474.00	128,021.19	-3,547.19	-2.85%
52 - CONTRACTUAL	98.83	1,273.35	-1,174.52	-1,188.42%	1,222.56	3,695.86	-2,473.30	-202.30%
53 - GENERAL SERVICES	2,380.70	2,101.30	279.40	11.74%	28,270.07	46,449.65	-18,179.58	-64.31%
54 - MACHINE & EQUIPMENT MAI	408.81	1,987.24	-1,578.43	-386.10%	104,435.26	135,397.13	-30,961.87	-29.65%
Department 203 - INFORMATION TECHNOLOGY Total:	14,934.33	21,595.89	-6,661.56	-44.61%	258,401.89	313,563.83	-55,161.94	-21.35%
Department: 204 - TAX								
52 - CONTRACTUAL	106.40	0.00	106.40	100.00%	150,127.12	165,106.80	-14,979.68	-9.98%
Department 204 - TAX Total:	106.40	0.00	106.40	100.00%	150,127.12	165,106.80	-14,979.68	-9.98%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance		2022-2023	2023-2024	YTD Variance	
	May Activity	May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	12,635.69	12,297.24	338.45	2.68%	73,521.04	75,255.88	-1,734.84	-2.36%
52 - CONTRACTUAL	302.50	358.00	-55.50	-18.35%	498.93	507.85	-8.92	-1.79%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	10.81	0.00	10.81	100.00%
Department 301 - LEGAL COUNSEL Total:	12,938.19	12,655.24	282.95	2.19%	74,030.78	75,763.73	-1,732.95	-2.34%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	4,630.38	6,469.82	-1,839.44	-39.73%	48,616.81	58,320.46	-9,703.65	-19.96%
52 - CONTRACTUAL	4,700.64	4,199.74	500.90	10.66%	29,989.19	28,841.72	1,147.47	3.83%
53 - GENERAL SERVICES	822.07	1,236.67	-414.60	-50.43%	7,371.83	10,264.42	-2,892.59	-39.24%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	4,683.47	541.80	4,141.67	88.43%
Department 302 - MUNICIPAL COURT Total:	10,153.09	11,906.23	-1,753.14	-17.27%	90,661.30	97,968.40	-7,307.10	-8.06%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	31,404.38	30,830.38	574.00	1.83%	272,140.42	251,314.91	20,825.51	7.65%
52 - CONTRACTUAL	16,357.50	16,718.97	-361.47	-2.21%	151,408.26	151,183.43	224.83	0.15%
53 - GENERAL SERVICES	9,213.38	2,854.55	6,358.83	69.02%	28,452.96	19,687.47	8,765.49	30.81%
54 - MACHINE & EQUIPMENT MAI	6,293.96	1,305.80	4,988.16	79.25%	48,422.59	43,092.52	5,330.07	11.01%
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:	63,269.22	51,709.70	11,559.52	18.27%	500,424.23	580,263.33	-79,839.10	-15.95%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	68,504.73	84,894.89	-16,390.16	-23.93%	603,880.71	665,754.98	-61,874.27	-10.25%
52 - CONTRACTUAL	28,234.01	35,438.41	-7,204.40	-25.52%	192,728.02	184,713.17	8,014.85	4.16%
53 - GENERAL SERVICES	40,019.85	12,437.37	27,582.48	68.92%	129,310.82	120,623.00	8,687.82	6.72%
54 - MACHINE & EQUIPMENT MAI	11,791.66	17,858.61	-6,066.95	-51.45%	100,172.29	116,033.24	-15,860.95	-15.83%
55 - CAPITAL OUTLAY	12,141.58	85,351.63	-73,210.05	-602.97%	268,078.14	363,416.07	-95,337.93	-35.56%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	5.33	0.00	5.33	100.00%
57 - DEBT SERVICE	52,039.40	82,732.12	-30,692.72	-58.98%	52,039.40	82,732.12	-30,692.72	-58.98%
Department 501 - PARKS & RECREATION Total:	212,731.23	318,713.03	-105,981.80	-49.82%	1,346,214.71	1,533,272.58	-187,057.87	-13.90%
Department: 504 - LIBRARY								
51 - PERSONNEL	16,322.74	16,685.88	-363.14	-2.22%	133,128.75	138,001.11	-4,872.36	-3.66%
52 - CONTRACTUAL	795.90	1,404.30	-608.40	-76.44%	10,946.77	14,308.27	-3,361.50	-30.71%
53 - GENERAL SERVICES	3,450.63	921.73	2,528.90	73.29%	17,070.45	18,453.20	-1,382.75	-8.10%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	3,596.92	3,500.66	96.26	2.68%
Department 504 - LIBRARY Total:	20,569.27	19,011.91	1,557.36	7.57%	164,742.89	174,263.24	-9,520.35	-5.78%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	6,550.09	6,193.35	356.74	5.45%	51,726.66	53,389.95	-1,663.29	-3.22%
52 - CONTRACTUAL	1,537.43	3,417.00	-1,879.57	-122.25%	23,989.87	27,028.96	-3,039.09	-12.67%
53 - GENERAL SERVICES	970.98	2,689.70	-1,718.72	-177.01%	8,488.78	15,442.12	-6,953.34	-81.91%
54 - MACHINE & EQUIPMENT MAI	1,023.06	366.49	656.57	64.18%	3,264.95	8,768.44	-5,503.49	-168.56%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	23,649.00	67,200.00	-43,551.00	-184.16%
Department 506 - SENIOR CENTER Total:	10,081.56	12,666.54	-2,584.98	-25.64%	111,119.26	171,829.47	-60,710.21	-54.64%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance		2022-2023	2023-2024	YTD Variance	
	May Activity	May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	3,176.65	9,560.11	-6,383.46	-200.95%	7,920.39	15,493.90	-7,573.51	-95.62%
52 - CONTRACTUAL	2,147.88	5,001.34	-2,853.46	-132.85%	23,071.97	37,587.72	-14,515.75	-62.92%
53 - GENERAL SERVICES	10,164.93	9,440.62	724.31	7.13%	15,621.17	17,826.31	-2,205.14	-14.12%
54 - MACHINE & EQUIPMENT MAI	4,000.00	7,367.02	-3,367.02	-84.18%	13,868.13	53,442.66	-39,574.53	-285.36%
Department 507 - AQUATIC CENTER Total:	19,489.46	31,369.09	-11,879.63	-60.95%	60,481.66	124,350.59	-63,868.93	-105.60%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	256,783.93	298,583.72	-41,799.79	-16.28%	2,211,695.04	2,426,793.43	-215,098.39	-9.73%
52 - CONTRACTUAL	42,098.87	21,004.97	21,093.90	50.11%	205,867.82	156,423.67	49,444.15	24.02%
53 - GENERAL SERVICES	14,153.39	8,858.28	5,295.11	37.41%	162,560.27	151,275.25	11,285.02	6.94%
54 - MACHINE & EQUIPMENT MAI	18,548.31	17,232.43	1,315.88	7.09%	86,193.44	107,715.13	-21,521.69	-24.97%
55 - CAPITAL OUTLAY	4,249.00	10,624.50	-6,375.50	-150.05%	517,400.01	149,126.18	368,273.83	71.18%
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:	335,833.50	356,303.90	-20,470.40	-6.10%	3,321,652.49	3,129,269.57	192,382.92	5.79%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	357,495.62	410,482.64	-52,987.02	-14.82%	3,034,840.22	3,168,973.89	-134,133.67	-4.42%
52 - CONTRACTUAL	43,228.57	27,154.37	16,074.20	37.18%	286,083.49	273,190.96	12,892.53	4.51%
53 - GENERAL SERVICES	22,983.65	16,406.31	6,577.34	28.62%	194,818.55	146,109.91	48,708.64	25.00%
54 - MACHINE & EQUIPMENT MAI	53,741.52	6,033.11	47,708.41	88.77%	217,221.96	185,709.83	31,512.13	14.51%
55 - CAPITAL OUTLAY	123,780.20	0.00	123,780.20	100.00%	979,577.69	353,529.87	626,047.82	63.91%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	51,529.65	121,875.75	-70,346.10	-136.52%
Department 701 - POLICE DEPARTMENT Total:	601,229.56	460,076.43	141,153.13	23.48%	4,764,071.56	4,249,390.21	514,681.35	10.80%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	36,051.78	38,146.58	-2,094.80	-5.81%	303,072.53	329,972.75	-26,900.22	-8.88%
52 - CONTRACTUAL	6,026.29	16,072.15	-10,045.86	-166.70%	37,724.84	194,147.18	-156,422.34	-414.64%
53 - GENERAL SERVICES	1,352.51	1,329.71	22.80	1.69%	9,642.04	9,684.52	-42.48	-0.44%
54 - MACHINE & EQUIPMENT MAI	580.62	0.00	580.62	100.00%	10,706.66	20,404.51	-9,697.85	-90.58%
58 - GRANT DISBURSEMENTS	5,000.00	0.00	5,000.00	100.00%	5,000.00	0.00	5,000.00	100.00%
Department 801 - DEVELOPMENT SERVICES Total:	49,011.20	55,548.44	-6,537.24	-13.34%	366,146.07	554,208.96	-188,062.89	-51.36%
Department: 804 - GIS								
51 - PERSONNEL	5,946.69	6,524.58	-577.89	-9.72%	45,346.21	54,384.52	-9,038.31	-19.93%
52 - CONTRACTUAL	0.80	279.17	-278.37	-34,796.25%	9,334.04	1,511.56	7,822.48	83.81%
53 - GENERAL SERVICES	0.00	2,478.59	-2,478.59	0.00%	6.48	2,543.08	-2,536.60	-39,145.06%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	1,064.94	29,062.89	-27,997.95	-2,629.06%
Department 804 - GIS Total:	5,947.49	9,282.34	-3,334.85	-56.07%	55,751.67	87,502.05	-31,750.38	-56.95%
Department: 900 - TRANSFERS								
59 - TRANSFER	0.00	0.00	0.00	0.00%	1,771,322.00	1,493,383.00	277,939.00	15.69%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Department 900 - TRANSFERS Total:	0.00	0.00	0.00	0.00%	1,771,322.00	1,493,383.00	277,939.00	15.69%
Expense Total:	1,547,726.93	1,498,000.52	49,726.41	3.21%	15,251,732.32	14,213,647.65	1,038,084.67	6.81%
Fund 01 Surplus (Deficit):	-548,896.16	-436,599.51	112,296.65	20.46%	3,338,529.81	5,245,315.65	1,906,785.84	57.11%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023 May Activity	2023-2024 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2022-2023 YTD Activity	2023-2024 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	426.45	462.46	36.01	8.44%	1,198.12	1,805.78	607.66	50.72%
44 - CHARGES FOR SERVICES	867,496.49	867,950.52	454.03	0.05%	7,031,400.83	7,305,399.29	273,998.46	3.90%
45 - OTHER REVENUE	172,668.43	72,859.52	-99,808.91	-57.80%	1,137,148.78	871,467.28	-265,681.50	-23.36%
49 - TRANSFER	0.00	0.00	0.00	0.00%	82,662.00	94,582.00	11,920.00	14.42%
Revenue Total:	1,040,591.37	941,272.50	-99,318.87	-9.54%	8,252,409.73	8,273,254.35	20,844.62	0.25%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	54,591.66	49,468.06	5,123.60	9.39%	440,974.52	484,757.22	-43,782.70	-9.93%
52 - CONTRACTUAL	2,571.45	1,449.21	1,122.24	43.64%	14,965.88	16,960.79	-1,994.91	-13.33%
53 - GENERAL SERVICES	19.44	361.05	-341.61	-1,757.25%	1,348.17	4,595.21	-3,247.04	-240.85%
54 - MACHINE & EQUIPMENT MAI	0.00	83.91	-83.91	0.00%	0.00	792.37	-792.37	0.00%
55 - CAPITAL OUTLAY	1,622.95	0.00	1,622.95	100.00%	1,383,074.53	852,611.06	530,463.47	38.35%
Department 000 - UTILITIES ADMINISTRATION Total:	58,805.50	51,362.23	7,443.27	12.66%	1,840,363.10	1,359,716.65	480,646.45	26.12%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	18,101.39	19,752.58	-1,651.19	-9.12%	160,685.50	167,461.30	-6,775.80	-4.22%
52 - CONTRACTUAL	39,698.31	35,926.55	3,771.76	9.50%	493,429.91	467,864.83	25,565.08	5.18%
53 - GENERAL SERVICES	1,545.80	681.23	864.57	55.93%	10,138.62	7,468.04	2,670.58	26.34%
54 - MACHINE & EQUIPMENT MAI	37,589.13	6,082.15	31,506.98	83.82%	122,463.04	120,153.53	2,309.51	1.89%
55 - CAPITAL OUTLAY	18,190.00	869,658.53	-851,468.53	-4,680.97%	3,597,170.80	1,280,507.86	2,316,662.94	64.40%
Department 001 - WATER PRODUCTION Total:	115,124.63	932,101.04	-816,976.41	-709.65%	4,383,887.87	2,043,455.56	2,340,432.31	53.39%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	5,942.13	11,866.23	-5,924.10	-99.70%	61,220.03	87,669.53	-26,449.50	-43.20%
52 - CONTRACTUAL	9,427.79	9,163.93	263.86	2.80%	73,581.38	89,211.01	-15,629.63	-21.24%
53 - GENERAL SERVICES	2,801.92	1,906.34	895.58	31.96%	49,236.39	29,188.74	20,047.65	40.72%
54 - MACHINE & EQUIPMENT MAI	46,829.84	27,998.15	18,831.69	40.21%	141,779.90	102,906.96	38,872.94	27.42%
55 - CAPITAL OUTLAY	309,931.95	6,443.32	303,488.63	97.92%	2,377,757.05	256,177.66	2,121,579.39	89.23%
Department 002 - WATER DISTRIBUTION Total:	374,933.63	57,377.97	317,555.66	84.70%	2,703,574.75	565,153.90	2,138,420.85	79.10%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	15,822.24	14,790.51	1,031.73	6.52%	119,936.11	103,599.14	16,336.97	13.62%
52 - CONTRACTUAL	264.29	124.86	139.43	52.76%	67,711.75	14,762.44	52,949.31	78.20%
53 - GENERAL SERVICES	1,682.44	862.75	819.69	48.72%	7,745.39	8,370.51	-625.12	-8.07%
54 - MACHINE & EQUIPMENT MAI	-134.72	-25,895.33	25,760.61	19,121.59%	76,456.36	41,964.22	34,492.14	45.11%
Department 003 - CUSTOMER SERVICE Total:	17,634.25	-10,117.21	27,751.46	157.37%	271,849.61	168,696.31	103,153.30	37.94%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	17,974.51	21,935.61	-3,961.10	-22.04%	159,763.22	154,511.30	5,251.92	3.29%
52 - CONTRACTUAL	412.85	5,117.01	-4,704.16	-1,139.44%	9,068.66	53,407.81	-44,339.15	-488.93%
53 - GENERAL SERVICES	1,539.48	775.98	763.50	49.59%	8,297.18	7,942.34	354.84	4.28%
54 - MACHINE & EQUIPMENT MAI	9,412.91	7,984.48	1,428.43	15.18%	32,274.11	75,228.81	-42,954.70	-133.09%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023				2023-2024				May Variance			
	May Activity	May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
55 - CAPITAL OUTLAY	3,000.00	2,806,525.00	-2,803,525.00	-93.45%	895,265.42	7,950,952.67	-7,055,687.25	-788.11%				
Department 011 - WASTEWATER COLLECTION Total:	32,339.75	2,842,338.08	-2,809,998.33	-8.69%	1,104,668.59	8,242,042.93	-7,137,374.34	-64.61%				
Department: 012 - WASTEWATER TREATMENT												
52 - CONTRACTUAL	87,591.34	10,647.84	76,943.50	87.84%	724,526.98	683,579.18	40,947.80	5.65%				
54 - MACHINE & EQUIPMENT MAI	29,916.00	35,886.93	-5,970.93	-19.96%	186,805.03	50,773.60	136,031.43	72.82%				
55 - CAPITAL OUTLAY	0.00	40,940.00	-40,940.00	0.00%	0.00	84,920.00	-84,920.00	0.00%				
Department 012 - WASTEWATER TREATMENT Total:	117,507.34	87,474.77	30,032.57	25.56%	911,332.01	819,272.78	92,059.23	10.10%				
Department: 020 - BILLING & COLLECTION												
51 - PERSONNEL	3,706.82	7,619.10	-3,912.28	-105.54%	55,315.01	57,281.76	-1,966.75	-3.56%				
52 - CONTRACTUAL	4,416.73	69.12	4,347.61	98.44%	84,624.50	45,143.03	39,481.47	46.65%				
53 - GENERAL SERVICES	18,508.66	28,870.25	-10,361.59	-55.98%	159,070.39	254,920.35	-95,849.96	-60.26%				
54 - MACHINE & EQUIPMENT MAI	0.00	265.00	-265.00	0.00%	25,083.23	2,120.00	22,963.23	91.55%				
Department 020 - BILLING & COLLECTION Total:	26,632.21	36,823.47	-10,191.26	-38.27%	324,093.13	359,465.14	-35,372.01	-10.91%				
Department: 901 - NON-DEPARTMENTAL												
52 - CONTRACTUAL	63,346.66	0.00	63,346.66	100.00%	489,782.40	460,851.89	28,930.51	5.91%				
56 - BANK CHARGES	0.28	0.00	0.28	100.00%	141.98	577.39	-435.41	-306.67%				
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	2,303,309.64	2,316,746.52	-13,436.88	-0.58%				
59 - TRANSFER	0.00	0.00	0.00	0.00%	1,501,863.00	1,608,217.00	-106,354.00	-7.08%				
Department 901 - NON-DEPARTMENTAL Total:	63,346.94	0.00	63,346.94	100.00%	4,295,097.02	4,386,392.80	-91,295.78	-2.13%				
Expense Total:	806,324.25	3,997,360.35	-3,191,036.10	-395.75%	15,834,866.08	17,944,196.07	-2,109,329.99	-13.32%				
Fund 02 Surplus (Deficit):	234,267.12	-3,056,087.85	-3,290,354.97	-1,404.53%	-7,582,456.35	-9,670,941.72	-2,088,485.37	-27.54%				

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	141,338.54	133,193.63	-8,144.91	-5.76%	841,690.44	919,548.57	77,858.13	9.25%
45 - OTHER REVENUE	7,863.03	10,022.11	2,159.08	27.46%	1,241,787.33	81,309.40	-1,160,477.93	-93.45%
Revenue Total:	149,201.57	143,215.74	-5,985.83	-4.01%	2,083,477.77	1,000,857.97	-1,082,619.80	-51.96%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	21,579.82	24,154.38	-2,574.56	-11.93%	187,404.32	200,477.22	-13,072.90	-6.98%
52 - CONTRACTUAL	14,249.28	747.62	13,501.66	94.75%	109,013.22	49,563.46	59,449.76	54.53%
53 - GENERAL SERVICES	11,495.89	7,620.28	3,875.61	33.71%	106,209.06	83,283.36	22,925.70	21.59%
54 - MACHINE & EQUIPMENT MAINTENANCE	5,251.55	10,675.57	-5,424.02	-103.28%	75,559.70	100,580.01	-25,020.31	-33.11%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	1,189,831.07	46,608.09	1,143,222.98	96.08%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	196,619.67	196,619.67	0.00	0.00%
59 - TRANSFER	0.00	0.00	0.00	0.00%	76,432.00	96,642.00	-20,210.00	-26.44%
Department 030 - LANDFILL Total:	52,576.54	43,197.85	9,378.69	17.84%	1,941,069.04	773,773.81	1,167,295.23	60.14%
Expense Total:	52,576.54	43,197.85	9,378.69	17.84%	1,941,069.04	773,773.81	1,167,295.23	60.14%
Fund 03 Surplus (Deficit):	96,625.03	100,017.89	3,392.86	3.51%	142,408.73	227,084.16	84,675.43	59.46%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance		2022-2023	2023-2024	YTD Variance	
	May Activity	May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 04 - AIRPORT FUND								
Revenue								
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	0.00	7,143.94	7,143.94	0.00%
44 - CHARGES FOR SERVICES	8,257.58	8,295.01	37.43	0.45%	94,740.94	94,810.64	69.70	0.07%
45 - OTHER REVENUE	0.00	0.00	0.00	0.00%	0.00	2,850.00	2,850.00	0.00%
49 - TRANSFER	0.00	0.00	0.00	0.00%	297,325.00	77,091.00	-220,234.00	-74.07%
Revenue Total:	8,257.58	8,295.01	37.43	0.45%	392,065.94	181,895.58	-210,170.36	-53.61%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	914.67	5,734.00	-4,819.33	-526.89%	6,422.41	46,793.12	-40,370.71	-628.59%
52 - CONTRACTUAL	4,278.58	4,510.63	-232.05	-5.42%	37,945.24	46,243.48	-8,298.24	-21.87%
53 - GENERAL SERVICES	404.72	51.25	353.47	87.34%	671.59	675.91	-4.32	-0.64%
54 - MACHINE & EQUIPMENT MAINTENANCE	403.95	1,051.36	-647.41	-160.27%	9,790.73	17,096.35	-7,305.62	-74.62%
55 - CAPITAL OUTLAY	0.00	753,899.74	-753,899.74	0.00%	0.00	769,627.99	-769,627.99	0.00%
Department 040 - AIRPORT Total:	6,001.92	765,246.98	-759,245.06	-12,650.04%	54,829.97	880,436.85	-825,606.88	-1,505.76%
Expense Total:	6,001.92	765,246.98	-759,245.06	-12,650.04%	54,829.97	880,436.85	-825,606.88	-1,505.76%
Fund 04 Surplus (Deficit):	2,255.66	-756,951.97	-759,207.63	-33,657.89%	337,235.97	-698,541.27	-1,035,777.24	-307.14%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	9,297.62	4,519.00	-4,778.62	-51.40%	17,023.72	17,968.47	944.75	5.55%
44 - CHARGES FOR SERVICES	83,382.23	83,894.61	512.38	0.61%	668,641.83	666,587.09	-2,054.74	-0.31%
45 - OTHER REVENUE	2,899.49	3,910.33	1,010.84	34.86%	22,904.90	39,586.05	16,681.15	72.83%
Revenue Total:	95,579.34	92,323.94	-3,255.40	-3.41%	708,570.45	724,141.61	15,571.16	2.20%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	4,023.85	0.00	4,023.85	100.00%	109,283.10	46,947.83	62,335.27	57.04%
54 - MACHINE & EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00%	29,110.12	800.00	28,310.12	97.25%
55 - CAPITAL OUTLAY	0.00	42,869.58	-42,869.58	0.00%	0.00	65,469.58	-65,469.58	0.00%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	603.79	675.00	-71.21	-11.79%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	402,561.00	406,640.00	-4,079.00	-1.01%
59 - TRANSFER	0.00	0.00	0.00	0.00%	228,491.00	265,727.00	-37,236.00	-16.30%
Department 050 - STORM WATER DRAINAGE Total:	4,023.85	42,869.58	-38,845.73	-965.39%	770,049.01	786,259.41	-16,210.40	-2.11%
Expense Total:	4,023.85	42,869.58	-38,845.73	-965.39%	770,049.01	786,259.41	-16,210.40	-2.11%
Fund 05 Surplus (Deficit):	91,555.49	49,454.36	-42,101.13	-45.98%	-61,478.56	-62,117.80	-639.24	-1.04%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	107,043.94	130,096.42	23,052.48	21.54%	492,905.85	538,385.53	45,479.68	9.23%
44 - CHARGES FOR SERVICES	17,242.49	8,715.00	-8,527.49	-49.46%	27,042.49	19,165.00	-7,877.49	-29.13%
45 - OTHER REVENUE	4,919.99	6,746.63	1,826.64	37.13%	29,210.54	51,072.90	21,862.36	74.84%
Revenue Total:	129,206.42	145,558.05	16,351.63	12.66%	549,158.88	608,623.43	59,464.55	10.83%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	5,271.20	5,683.14	-411.94	-7.81%	42,042.16	44,636.63	-2,594.47	-6.17%
52 - CONTRACTUAL	2,593.35	135.77	2,457.58	94.76%	58,688.76	66,422.30	-7,733.54	-13.18%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	542.61	412.98	129.63	23.89%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	99,552.50	101,350.00	-1,797.50	-1.81%
58 - GRANT DISBURSEMENTS	25,549.08	59,529.45	-33,980.37	-133.00%	152,211.79	113,216.45	38,995.34	25.62%
Department 070 - TOURISM Total:	33,413.63	65,348.36	-31,934.73	-95.57%	353,037.82	326,038.36	26,999.46	7.65%
Expense Total:	33,413.63	65,348.36	-31,934.73	-95.57%	353,037.82	326,038.36	26,999.46	7.65%
Fund 07 Surplus (Deficit):	95,792.79	80,209.69	-15,583.10	-16.27%	196,121.06	282,585.07	86,464.01	44.09%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	1,878.60	1,335.43	-543.17	-28.91%	262,526.22	300,560.43	38,034.21	14.49%
45 - OTHER REVENUE	285.01	125.38	-159.63	-56.01%	1,913.27	993.05	-920.22	-48.10%
49 - TRANSFER	0.00	0.00	0.00	0.00%	823,850.00	0.00	-823,850.00	-100.00%
Revenue Total:	2,163.61	1,460.81	-702.80	-32.48%	1,088,289.49	301,553.48	-786,736.01	-72.29%
Expense								
Department: 080 - DEBT SERVICE								
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	300.00	300.00	0.00	0.00%
57 - DEBT SERVICE	0.00	0.00	0.00	0.00%	900,050.00	917,175.00	-17,125.00	-1.90%
Department 080 - DEBT SERVICE Total:	0.00	0.00	0.00	0.00%	900,350.00	917,475.00	-17,125.00	-1.90%
Expense Total:	0.00	0.00	0.00	0.00%	900,350.00	917,475.00	-17,125.00	-1.90%
Fund 08 Surplus (Deficit):	2,163.61	1,460.81	-702.80	-32.48%	187,939.49	-615,921.52	-803,861.01	-427.72%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	4,308.75	1,982.50	-2,326.25	-53.99%
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	1,134,262.95	1,013,328.55	-120,934.40	-10.66%
44 - CHARGES FOR SERVICES	0.00	0.00	0.00	0.00%	3,090.63	0.00	-3,090.63	-100.00%
45 - OTHER REVENUE	30,481.31	38,236.20	7,754.89	25.44%	364,954.00	261,144.93	-103,809.07	-28.44%
49 - TRANSFER	0.00	0.00	0.00	0.00%	1,384,897.00	1,416,292.00	31,395.00	2.27%
Revenue Total:	30,481.31	38,236.20	7,754.89	25.44%	2,891,513.33	2,692,747.98	-198,765.35	-6.87%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	936,243.25	28,469.71	907,773.54	96.96%	2,145,286.01	1,615,034.99	530,251.02	24.72%
Department 402 - STREET MAINTENANCE Total:	936,243.25	28,469.71	907,773.54	96.96%	2,145,286.01	1,615,034.99	530,251.02	24.72%
Department: 501 - PARKS & RECREATION								
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	988,984.00	0.00	988,984.00	100.00%
Department 501 - PARKS & RECREATION Total:	0.00	0.00	0.00	0.00%	988,984.00	0.00	988,984.00	100.00%
Expense Total:	936,243.25	28,469.71	907,773.54	96.96%	3,134,270.01	1,615,034.99	1,519,235.02	48.47%
Fund 10 Surplus (Deficit):	-905,761.94	9,766.49	915,528.43	101.08%	-242,756.68	1,077,712.99	1,320,469.67	543.95%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	258.48	480.36	221.88	85.84%	1,778.70	2,216.12	437.42	24.59%
45 - OTHER REVENUE	38.47	54.81	16.34	42.47%	238.73	402.39	163.66	68.55%
Revenue Total:	296.95	535.17	238.22	80.22%	2,017.43	2,618.51	601.08	29.79%
Fund 11 Total:	296.95	535.17	238.22	80.22%	2,017.43	2,618.51	601.08	29.79%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	1,377.80	1,606.97	229.17	16.63%	8,301.91	10,097.92	1,796.01	21.63%
45 - OTHER REVENUE	104.19	177.04	72.85	69.92%	616.10	1,266.51	650.41	105.57%
Revenue Total:	1,481.99	1,784.01	302.02	20.38%	8,918.01	11,364.43	2,446.42	27.43%
Expense								
Department: 120 - COURT TECHNOLOGY								
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Department 120 - COURT TECHNOLOGY Total:	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Expense Total:	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Fund 12 Surplus (Deficit):	1,481.99	1,784.01	302.02	20.38%	8,918.01	11,364.43	2,446.42	27.43%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
43 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	3,369.07	7,280.60	3,911.53	116.10%
45 - OTHER REVENUE	372.56	265.43	-107.13	-28.76%	2,610.85	2,009.75	-601.10	-23.02%
Revenue Total:	372.56	265.43	-107.13	-28.76%	5,979.92	9,290.35	3,310.43	55.36%
Expense								
Department: 130 - PUBLIC SAFETY								
52 - CONTRACTUAL	864.60	200.00	664.60	76.87%	1,764.60	835.00	929.60	52.68%
55 - CAPITAL OUTLAY	29,019.90	0.00	29,019.90	100.00%	29,019.90	0.00	29,019.90	100.00%
Department 130 - PUBLIC SAFETY Total:	29,884.50	200.00	29,684.50	99.33%	30,784.50	835.00	29,949.50	97.29%
Expense Total:	29,884.50	200.00	29,684.50	99.33%	30,784.50	835.00	29,949.50	97.29%
Fund 13 Surplus (Deficit):	-29,511.94	65.43	29,577.37	100.22%	-24,804.58	8,455.35	33,259.93	134.09%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
40 - TAXES	128,364.64	45,016.60	-83,348.04	-64.93%	513,062.27	476,634.27	-36,428.00	-7.10%
45 - OTHER REVENUE	2,731.97	5,461.90	2,729.93	99.93%	14,542.68	37,626.77	23,084.09	158.73%
49 - TRANSFER	0.00	0.00	0.00	0.00%	133,917.00	0.00	-133,917.00	-100.00%
Revenue Total:	131,096.61	50,478.50	-80,618.11	-61.50%	661,521.95	514,261.04	-147,260.91	-22.26%
Expense								
Department: 205 - TAX INCREMENT FINANCING								
59 - TRANSFER	0.00	0.00	0.00	0.00%	823,850.00	0.00	823,850.00	100.00%
Department 205 - TAX INCREMENT FINANCING Total:	0.00	0.00	0.00	0.00%	823,850.00	0.00	823,850.00	100.00%
Expense Total:	0.00	0.00	0.00	0.00%	823,850.00	0.00	823,850.00	100.00%
Fund 20 Surplus (Deficit):	131,096.61	50,478.50	-80,618.11	-61.50%	-162,328.05	514,261.04	676,589.09	416.80%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2024

Item 15.

Categor...	2022-2023	2023-2024	May Variance	Variance %	2022-2023	2023-2024	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 79 - SEDA								
Revenue								
40 - TAXES	64,276.05	65,877.36	1,601.31	2.49%	504,350.14	516,808.97	12,458.83	2.47%
45 - OTHER REVENUE	4,776.37	4,999.66	223.29	4.67%	33,041.51	40,743.63	7,702.12	23.31%
Revenue Total:	69,052.42	70,877.02	1,824.60	2.64%	537,391.65	557,552.60	20,160.95	3.75%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	25,180.03	25,105.90	74.13	0.29%	200,511.06	207,400.97	-6,889.91	-3.44%
52 - CONTRACTUAL	16,519.22	3,743.21	12,776.01	77.34%	66,846.61	48,680.62	18,165.99	27.18%
53 - GENERAL SERVICES	638.98	502.44	136.54	21.37%	5,886.82	4,169.78	1,717.04	29.17%
54 - MACHINE & EQUIPMENT MAINTENANCE	25.00	924.82	-899.82	-3,599.28%	2,041.03	3,118.83	-1,077.80	-52.81%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	118.69	-118.69	0.00%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	60.72	0.00	60.72	100.00%
58 - GRANT DISBURSEMENTS	0.00	2,251.76	-2,251.76	0.00%	191,738.71	95,668.87	96,069.84	50.10%
59 - TRANSFER	0.00	0.00	0.00	0.00%	0.00	30,000.00	-30,000.00	0.00%
Department 790 - SEDA Total:	42,363.23	32,528.13	9,835.10	23.22%	467,084.95	389,157.76	77,927.19	16.68%
Expense Total:	42,363.23	32,528.13	9,835.10	23.22%	467,084.95	389,157.76	77,927.19	16.68%
Fund 79 Surplus (Deficit):	26,689.19	38,348.89	11,659.70	43.69%	70,306.70	168,394.84	98,088.14	139.51%
Total Surplus (Deficit):	-801,945.60	-3,917,518.09	-3,115,572.49	-388.50%	-3,790,347.02	-3,509,730.27	280,616.75	7.40%

Fund Summary

Fund	2022-2023		May Variance		2022-2023		YTD Variance	
	May Activity	2023-2024 May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	2023-2024 YTD Activity	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	-548,896.16	-436,599.51	112,296.65	20.46%	3,338,529.81	5,245,315.65	1,906,785.84	57.11%
02 - WATER AND WASTEWA...	234,267.12	-3,056,087.85	-3,290,354.97	-1,404.53%	-7,582,456.35	-9,670,941.72	-2,088,485.37	-27.54%
03 - SANITARY LANDFILL FU...	96,625.03	100,017.89	3,392.86	3.51%	142,408.73	227,084.16	84,675.43	59.46%
04 - AIRPORT FUND	2,255.66	-756,951.97	-759,207.63	-33,657.89%	337,235.97	-698,541.27	-1,035,777.24	-307.14%
05 - STORM WATER DRAINA...	91,555.49	49,454.36	-42,101.13	-45.98%	-61,478.56	-62,117.80	-639.24	-1.04%
07 - HOTEL OCCUPANCY TAX ...	95,792.79	80,209.69	-15,583.10	-16.27%	196,121.06	282,585.07	86,464.01	44.09%
08 - DEBT SERVICE FUND	2,163.61	1,460.81	-702.80	-32.48%	187,939.49	-615,921.52	-803,861.01	-427.72%
10 - CAPITAL PROJECTS FUND	-905,761.94	9,766.49	915,528.43	101.08%	-242,756.68	1,077,712.99	1,320,469.67	543.95%
11 - CHILD SAFETY FUND	296.95	535.17	238.22	80.22%	2,017.43	2,618.51	601.08	29.79%
12 - COURT TECHNOLOGY F...	1,481.99	1,784.01	302.02	20.38%	8,918.01	11,364.43	2,446.42	27.43%
13 - PUBLIC SAFETY FUND	-29,511.94	65.43	29,577.37	100.22%	-24,804.58	8,455.35	33,259.93	134.09%
20 - TAX INCREMENT FINANC...	131,096.61	50,478.50	-80,618.11	-61.50%	-162,328.05	514,261.04	676,589.09	416.80%
79 - SEDA	26,689.19	38,348.89	11,659.70	43.69%	70,306.70	168,394.84	98,088.14	139.51%
Total Surplus (Deficit):	-801,945.60	-3,917,518.09	-3,115,572.49	-388.50%	-3,790,347.02	-3,509,730.27	280,616.75	7.40%



REGULAR CITY COUNCIL MEETING

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

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, June 04, 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 LeAnn Durfey
Council Member Lon Reisman
Council Member Dean Parr
Council Member Maddie Smith
Council Member David Baskett
Council Member Brandon Greenhaw
Council Member Alan Nix

COUNCIL ABSENT: Council Member Gerald Cook

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 Alan Nix led the pledges to the flags of the United States and the State of Texas.

INVOCATION

Invocation voiced by Jarrod Brown with Grace Fellowship Church.

PRESENTATIONS AND RECOGNITIONS

Proclamation Recognizing Dr. O.H. "Bud" Frazier

The following proclamation was read and presented to Dr. Frazier.

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, do hereby issue this Proclamation recognizing the work and lifetime achievements of DR. O.H. “BUD” FRAZIER.

Proclamation Recognizing Men's Health Month

The following proclamation was read and presented to Dr. Dana Worrell with Texas Health Resources.

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

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

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

NOW, THEREFORE, I, Doug Svien, Mayor of the City of Stephenville, do hereby proclaim June as MEN’S HEALTH AWARENESS MONTH throughout the City of Stephenville and encourage all our citizens to support the cause of raising awareness of Men’s Health.

Oath of Office for New Stephenville Police Officer

City Secretary Sarah Lockenour administered the Oath of Office to the new Stephenville Police Officer Natasha Smith.

CITIZENS GENERAL DISCUSSION

No one addressed the Council at this time.

Mayor Svien recessed the Regular City Council Meeting at 5:47 PM and convened the Executive Session at 5:49 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

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

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

Mayor Svien adjourned the Executive Session at 6:12 PM and reconvened the Regular City Council Meeting at 6:14 PM.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

REGULAR AGENDA

1. Consider Approval of Appointments to Council Committees

The Mayor presented the following appointments to Council Committees:

	Finance	Parks/Leisure	Personnel	Development	Public Health & Safety	Nominations	Public Works	Tourism & Visitors
Durfey				1	1	1		1
Cook	1			1			1	1
Reisman		1			1	1		1
Parr	1		1		1		1	
Smith		1	1	1		1		
Baskett	1	1			1		1	
Greenhaw	1		1	1				1
Nix		1	1			1	1	

MOTION by Alann Nix, second by Brandon Greenhaw, to approve the Committee appointments as presented. MOTION CARRIED unanimously.

2. Consider Appointment of Voting Member for TEX-21

MOTION BY Maddie Smith, second by Alan Nix, to appoint Doug Svien as the voting member for TEX-21. MOTION CARRIED unanimously.

3. Consider Approval of Budget Amendments for Fiscal Year Ending September 30, 2024

Finance Director Monica Harris presented the budget amendments for Fiscal Year Ending September 30, 2024.

MOTION by David Baskett, second by LeAnn Durfey, to approve Ordinance 2024-O-13 for Budget Amendments for Fiscal Year Ending September 30, 2024, as presented. MOTION CARRIED unanimously.

4. Consider Award of Annual Street Maintenance Project

Director of Public Works Nick Williams presented this item to Council.

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

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

Project funding was appropriated in the adopted FY23-24 budget. The Finance Department has confirmed ample funds exist to perform the full project scope with over \$600,000 in funds remaining for annual pavement maintenance. A copy of the bid tab is shown below. The difference between the two bids is \$8,131.00 or 2.08%. The purchasing manual contains a local vendor preference clause that would allow the project to be awarded the local vendor if the bid difference is less than five percent. An excerpt from the Purchasing Manual is enclosed below. "A municipality with a population of 200,000 or less and a county with a population of 400,000 or less may award the bid to the lowest bidder or the bidder whose principal place of business is in the local government and whose bid is within five (5) per cent of the lowest bid price received from a bidder who is not a resident of the local government and if the governing body of the local government determines in writing that the local bidder offers the local government the best combination of contract price and additional economic development opportunities for the local government created by the contract award."

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

MOTION by Alan Nix, second by David Baskett, to award the Annual Street Maintenance Project to Jay Mills Contracting, Inc. in the amount of \$399,376.00. MOTION CARRIED unanimously.

5. Consider Approval of Purchase of Budgeted Utility Vacuum Truck

Director of Public Works Nick Williams presented this item to Council.

The city utilizes a vacuum truck as a core piece of equipment to routinely maintain, clean, and unstop sewer and stormwater lines. The truck also provides the ability to safely hydro-excavate water and sewer lines and for potholing or performing repairs adjacent to sensitive or dangerous buried utilities such as fiber optic, electric, or gaslines. On October 11, 2022, approval was received to purchase a Utility Vacuum Truck from Lonestar Municipal Equipment. The truck delivery has been delayed multiple times and the vendor estimates the truck may not be delivered until, two years later now, in late September of 2024.

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

The FY22-23 adopted budget included \$550,000 for the vacuum truck. These funds were encumbered and are still available. The total purchase cost of the machine is under budget at \$549,988. The Purchasing Manager has confirmed the city is able to purchase this equipment through the HGACBuy cooperative purchasing agency and adheres to all purchasing requirements. Lonestar Municipal Equipment Company has been contacted and indicated there is no problem withdrawing the purchase order as there is a backlog of production orders.

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

MOTION by David Baskett, second by LeAnn Durfey, to approve the purchase of the budgeted utility vacuum truck from Houston Freightliner as presented. MOTION CARRIED unanimously.

6. Consider Award of RFP for Senior Center

Director of Parks and Leisure Services Daron Trussell presented this item to the Council.

Proposals from Bosque Construction and Century Construction were submitted in response to the Request for Proposal for the Stephenville Senior Center project.

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

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

MOTION by Lon Reisman, second by LeAnn Durfey, to award the RFP for the Stephenville Senior Center project to Bosque Construction as presented. MOTION CARRIED unanimously.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

7. CASE NO.:RZ2024-005

Applicant Bret Flory, Representing Caliber Collision and NPH Ventures, LLC, is Requesting a Rezone of Property Located at 902 Wolfe Nursery Rd., being Parcel R72994 Block 1, Lot 3 of the Phase III Doss

Addition of the City of Stephenville, Erath County, Texas from Retail and Commercial District (B-2) to Industrial District (I)

Director of Development Services Steve Killen presented this item to the Council.

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

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

Mike Lyssy, 1255 W. 15th street, Plano, representing the architect for Caliber Collision addressed Council regarding the rezone.

8. PUBLIC HEARING

CASE NO.: RZ2024-005

Mayor Svien opened the Public Hearing at 6:43 pm.

Donna Wesson, 1325 Lydia, Stephenville, spoke in opposition to the rezone presented.

Rolland Feemster, 3069 US 67, Stephenville, representing Discount Wheel and Tire, spoke in opposition to the rezone.

Mayor Svien closed and reopened the Public Hearing at 6:50 pm.

Mike Lyssy addressed the Council again in favor of the rezone and to address concerns brought by Ms. Wesson and Mr. Feemster.

Mayor Svien closed the Public Hearing at 6:53 pm.

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

MOTION by Alan Nix, second by Dean Parr, to deny the rezone request for 902 Wolfe Nursery Rd. as presented. MOTION CARRIED unanimously.

10. CASE NO.:RZ2024-006

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

Director of Development Services Steve Killen presented this item to the Council.

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

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

11. PUBLIC HEARING

CASE NO.: RZ2024-006

Mayor Svien opened the Public Hearing at 7:00 pm.

No one addressed the Council.

Mayor Svien closed the Public Hearing at 7:00 pm.

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

MOTION by David Baskett, second by Alan Nix, to approve Ordinance No. 2024-O-14 rezoning property located at 3084 W. Washington from Retail and Commercial District (B-2) to Industrial District (I) as presented. MOTION CARRIED unanimously.

13. CASE NO.:RZ2024-007

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

Director of Development Services Steve Killen presented this item to the Council.

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

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

14. PUBLIC HEARING

CASE NO.:RZ2024-007

Mayor Svien opened the Public Hearing at 7:04 pm.

No one addressed the Council.

Mayor Svien closed the Public Hearing at 7:04 pm.

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

MOTION by Lonn Reisman, second by Alan Nix, to approve Ordinance No. 2024-O-15 rezoning property located at 1020 Paddock from Single-Family Residential (R-1) to One- and Two-Family Residential District (R-2) as presented. MOTION CARRIED unanimously.

FINANCIAL REPORTS

Monica Harris, Director of Finance

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

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

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

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

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

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

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

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

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

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

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

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

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

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

SEDA did not give a report at this time.

CONSENT AGENDA

- 17. Consider Approval of Minutes - May 7, 2024**
- 18. Consider Approval of Minutes - May 14, 2024**
- 19. Consider Approval of Minutes - May 28, 2024**
- 20. Consider Approval of Second Annual Payment on Contract with Microsoft**
- 21. Consider Approval of Disposition of City Property - Sale of 2015 Landfill Compactor**
- 22. Consider Approval of the Annual Expenditures for AXON All-Inclusive Camera, Evidence Storage and Management and Automated License Plate Reader Service (ALPR)**

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

MOTION by David Baskett, second by Maddie Smith, to approve Consent Agenda items as presented.
MOTION CARRIED unanimously.

COMMENTS BY CITY MANAGER

- Moola Fest was very successful. Thanks to all staff.
- This Friday, Ricky Staggs will be in the Park.
- Committee meetings will be held June 18.
- Budget Workshops will be scheduled soon.

COMMENTS BY COUNCIL MEMBERS

LeAnn Durfey

- Thanks to all staff to for a great Moola Fest.
- Congratulations to Stephenville Baseball on a great season.

Lonn Reisman

- Thank you to staff for a great Moola Fest.

Maddie Smith

- Thanks to Parks and Leisure team for the Moms & Mayhem event in May
- Splashville opens Thursday!

David Baskett

- Echo thanks to staff for a great Moola event and Moms & Mayhem event.
- Congratulations to the new officer.
- Shout out to the Streets Department for their work after the storm.

Brandon Greenhaw

- Great job on Moola fest.

Alan Nix

- Thanks to all staff as we move forward.

ADJOURN

The Mayor adjourned the Regular City Council meeting at 7:13 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



CITY COUNCIL WORKSHOP

Wellington State Bank Conference Room, 2895 Senator Robert J Glasgow Loop, Stephenville, Texas
 Wednesday, June 19, 2024 at 10:00 AM

MINUTES

COUNCIL PRESENT:

Mayor Doug Svien
 Council Member LeAnn Durfey
 Council Member Gerald Cook
 Council Member Lonn Reisman (out at 1:15)
 Council Member Dean Parr
 Council Member Maddie Smith
 Council Member David Baskettt (out at 12:51)
 Council Member Brandon Greenhaw
 Council Member Alan Nix

COUNCIL ABSENT:

OTHERS ATTENDING:

Jason M. King, City Manager
 Sarah Lockenour, City Secretary
 Jacey Wood, Deputy City Secretary
 Monica Harris, Director of Finance

CALL TO ORDER

Mayor called the Council Workshop to order at 10:07 am.

REGULAR AGENDA

1. Discuss FY2024-2025 Budget

City Manager Jason King led the council in a discussion over the FY2024-2025 budget.

Mayor recessed the workshop at 11:37 am and reconvened at 12:02 pm.

Discussion over budget continued.

ADJOURN

Mayor adjourned the Council Workshop at 1:25 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.



CITY COUNCIL WORKSHOP

Texas Bank Conference Room (998 N Wolfe Nursery Rd., Stephenville)
Thursday, June 27, 2024 at 10:00 AM

MINUTES

COUNCIL PRESENT:

Mayor Doug Svien
Council Member LeAnn Durfey
Council Member Gerald Cook
Council Member Lonn Reisman (left at 2:10 PM)
Council Member Dean Parr
Council Member Maddie Smith
Council Member David Baskett (left at 1:00 PM)
Council Member Brandon Greenhaw
Council Member Alan Nix

COUNCIL ABSENT:

OTHERS ATTENDING:

Jason M. King, City Manager
Sarah Lockenour, City Secretary
Jacey Wood, Deputy City Secretary
Rebecca Pingleton, Assistant Director of Finance (left at 11:28 AM)

CALL TO ORDER

Mayor Svien called the workshop to order at 10:05 AM.

REGULAR AGENDA

1. Discuss FY2024-2025 Budget

City Manager Jason King led the council in a discussion over the FY2024-2025 budget.

RECESS TO OFF-SITE LUNCH

Mayor Svien recessed the workshop for off-site lunch at Greers at 11:28 AM.

2. Off-site Lunch - Greers Ranch Cafe (190 W College Street)

11:30 am - 1:30 pm

A quorum of the City Council members may attend.

This is not a regularly scheduled meeting of the City Council, but this notice is posted in compliance with the Texas Open Meetings Act. As a governmental body, the City Council will not deliberate, take any formal action on any items discussed, nor will meeting minutes be produced for this notice.

RECONVENE CITY COUNCIL WORKSHOP

Mayor Svien reconvened the City Council Workshop at 1:18 PM.

City Manager Jason King continued with the council in a discussion over the FY2024-2025 budget.

ADJOURN

Mayor Svien adjourned the City Council Workshop at 2:03 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 Business Meeting

STAFF REPORT

SUBJECT: Lockhart Road Improvements Project
Project Acceptance

MEETING: Regular Business Meeting – 02 JUL 2024

DEPARTMENT: Public Works

STAFF CONTACT: Nick Williams

RECOMMENDATION:

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

BACKGROUND:

The City of Stephenville City Council awarded the contract for the above referenced project on June 6, 2023, for \$345,578.98 to H4 Construction, Inc. of Stephenville, Texas. The contractor has completed the work in accordance with the plans and specifications.

FISCAL IMPACT SUMMARY:

The project was completed for \$311,564.98 of which \$295,986.73 has been paid to the contractor. The remaining balance of \$15,578.25 will be released to the contractor following formal project acceptance by the city council. An appropriate resolution is attached.

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

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

ATTACHMENT(S):

[Resolution No. 2024-XX](#)

RESOLUTION NO. 2024-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, TO ACCEPT THE LOCKHART ROAD IMPROVEMENTS PROJECT AND AUTHORIZE FINAL PAYMENT TO H4 CONSTRUCTION, INC.; FINDING AND DETERMINING THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City of Stephenville entered into a unit price contract with H4 Construction, Inc., with an awarded amount of \$345,578.98; and

WHEREAS, the actual work was completed at a total cost of \$311,564.98 of which \$295,986.73 has been previously paid to the contractor, leaving an amount due of \$15,578.25; and

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

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

SECTION 1. The LOCKHART ROAD IMPROVEMENTS PROJECT is hereby accepted, and the City Manager is authorized to make final payment to the contractor.

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

PASSED AND APPROVED this the 2nd day of July 2024.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Jason M. King, City Manager
Reviewed

Randy Thomas, City Attorney
Approved as to form and legality



STAFF REPORT

SUBJECT: SimpleFiber contract
DEPARTMENT: Information Technology
STAFF CONTACT: James Wiley

RECOMMENDATION:

Approve addendum to the SimpleFiber contract to allow them to use the Garfield water tower for part of their network infrastructure.

BACKGROUND:

A contract was put in place earlier this year to allow SimpleFiber to place wireless networking equipment on the tower located on the top of City Hall. This contract addendum will allow them to use space on the Garfield water tower for the same purpose.

FISCAL IMPACT SUMMARY:

SimpleFiber will pay the City \$1,000/year and will provide internet connectivity for the new combined dispatch center to be located in the county building at 320 W College street.

ALTERNATIVES

Do not allow the addendum to take effect and not get the \$1,000/year and the internet connectivity for the new combined dispatch center.

ADDENDUM TO ACCESS AND LEASE AGREEMENT

This Addendum to Access and Lease Agreement (“Addendum”) is effective as of July_____, 2024.

WHEREAS, the City of Stephenville (the “City”) and SimpleFiber Communications, a Texas limited liability company, (the “Company”) are parties to an Access and Lease Agreement dated June 6, 2023 (the "Agreement"), which grants the Company access to certain properties for the purpose of installing and operating communication equipment; and

WHEREAS, the City and the Company desire to amend the Agreement to include additional leased premises and terms as set forth below.

Any capitalized terms not defined in this Addendum shall have the meanings ascribed to them in the Agreement.

NOW THEREFORE, for valuable consideration, including the mutual promises and covenants contained herein, as well as the mutual promises and covenants contained in the Agreement, the sufficiency of which is hereby acknowledged, the City and the Company hereby agree as follows:

1. **Additional Leased Premises.** The City hereby leases to the Company, and the Company leases from the City, a portion of the City’s water tower located at 800 N Garfield Ave, Stephenville, Texas 76401 (the “Additional Site”), subject to the terms and conditions of the Agreement and this Addendum.
2. **Consideration.** In exchange for the lease of the Additional Site, the Company agrees to make an annual payment of One Thousand Dollars (\$1,000) to the City of Stephenville. The payment shall be made on or before the first (1st) day of January each year during the term of this Agent and with 1st payment due_____. Simplefiber will also provide a 200x200 internet connection to the City’s Dispatch center located at 320 W College St Stephenville Tx 76401
3. **Integration with Existing Agreement.** The terms and conditions of the Agreement shall remain in full force and effect except as specifically modified by this Addendum. To the extent there is any conflict between the terms of the Agreement and this Addendum, the terms of this Addendum shall govern.
4. **Term and Termination.** This Addendum shall commence on the Effective Date of _____ and shall continue for the duration of the Agreement unless earlier terminated in accordance with the Agreement.
5. **Miscellaneous.**
 - a. This Addendum, together with the Agreement, constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and

supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, between the parties.

- b. This Addendum may not be amended or modified except in writing signed by both parties.
- c. This Addendum shall be governed by and construed in accordance with the laws of the State of Texas.
- d. In all other respects, the Agreement shall remain in full force and effect.

(signature page follows)

IN WITNESS WHEREOF, the parties have executed this Addendum to be effective as of the date and year first above written.

CITY:
City of Stephenville

By: _____
Name: _____
Title: _____

COMPANY:
SimpleFiber Communications, a Texas
limited liability company

By: _____
Name: David Knapschaefer
Title: Chief Executive Officer

4888-9377-8879v.1