



## REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street  
Tuesday, November 02, 2021 at 5:30 PM

### AGENDA

#### CALL TO ORDER

#### PLEDGES OF ALLEGIANCE

#### INVOCATION

#### PROCLAMATIONS AND RECOGNITIONS

1. Proclamation in Recognition of TubaChristmas

#### CITIZENS GENERAL DISCUSSION

#### PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

#### **2. PUBLIC HEARING**

Case No.: RZ2021-015 & RP2021-007

Applicant is Requesting a Rezoning of the Properties Located at 1083 West Frey and 1065 West Frey, Being Parcel Nos. R32260 and R32261, legally described as Block 5, Lot 1 and Block 5, Lot 2 (pt of) of the Kight Second Addition, respectively, of the City of Stephenville, Erath County, Texas, from Single Family Residential District (R-1) to Integrated Housing District (R-2.5), with a Simultaneous Replat as Allowed by City of Stephenville Code of Ordinances, Section 155.4.03

3. Consider Approval of an Ordinance Rezoning the Properties Located at 1083 West Frey and 1065 West Frey, Being Parcel Nos. R32260 and R32261, legally described as Block 5, Lot 1 and Block 5, Lot 2 (pt of) of the Kight Second Addition, respectively, of the City of Stephenville, Erath County, Texas, from Single Family Residential District (R-1) to Integrated Housing District (R-2.5), with a Simultaneous Replat as Allowed by City of Stephenville Code of Ordinances, Section 155.4.03

#### **4. PUBLIC HEARING**

Case No.: RZ2021-016

Applicant is Requesting a Rezone of a Property Located at 110 Clark Lane, Being Parcel No. R63366, Legally Described as Block 85, Lot 1 & 2A of the City Addition of the City of Stephenville, Erath County, Texas, from Multiple Family Residential District (R-3) to Integrated Housing District (R-2.5)

5. Consider Approval of an Ordinance Rezoning the Property Located at 110 Clark Lane, Being Parcel No. R63366, Legally Described as Block 85, Lot 1 & 2A of the City Addition of the City of Stephenville, Erath County, Texas, from Multiple Family Residential District (R-3) to Integrated Housing District (R-2.5)

#### **6. PUBLIC HEARING**

Case No.: RZ2021-017

Applicant is Requesting a Rezone of the Property Located at 683 W Tarleton, Being Parcel No. R29685, Legally Described as Block 3, Lots 1B and 2B (pts of), Park Place Addition and Block 69, Lot 4B (pt of),

City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to Multiple Family Residential District (R-3)

7. Consider Approval of an Ordinance Rezoning the Property Located at 683 W Tarleton, Being Parcel No. R29685 and Legally Described as Block 3, Lots 1B and 2B (pts of), Park Place Addition and Block 69, Lot 4B (pt of), City Addition of the City of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to Multiple Family Residential District (R-3)

**8. PUBLIC HEARING**

Case No.: PD2021-002

Applicant is Requesting a Rezone of a Property Located at 525 W Collins, Being Parcel No. R33237 and Legally Described as Block 6, Lots 1 and 2 of the Shapard & Collins Addition, and A0032 of the John Blair Survey of the City of Stephenville, Erath County, Texas, from Industrial District (I) to Planned Development District (PD)

9. Consider Approval of an Ordinance Rezoning the Property Located at 525 W Collins, Being Parcel No. R33237 and Legally Described as Block 6, Lots 1 and 2 of the Shapard & Collins Addition, and A0032 of the John Blair Survey of the City of Stephenville, Erath County, Texas, from Industrial District (I) to Planned Development District

**10. PUBLIC HEARING**

Amendments to the City of Stephenville Code of Ordinances, Chapter 154 *Sign Regulations*, as it Relates to Murals

11. Consider Approval of an Ordinance Amending the City of Stephenville Code of Ordinances, Chapter 154 *Sign Regulations*, as it Relates to Murals

**TOURISM AND VISITORS BUREAU COMMITTEE**

LeAnn Durfey, Chair

- [12.](#) Committee Report - October 19, 2021

**DEVELOPMENT SERVICES COMMITTEE**

Brandon Huckabee, Chair

- [13.](#) Committee Report - October 19, 2021

14. Consider Approval of an Ordinance Amending the City of Stephenville Code of Ordinances, Section 155.1.09 *Extraterritorial Jurisdiction (ETJ)*

**NOMINATIONS COMMITTEE**

Gerald Cook, Chair

15. Committee Report - November 2, 2021

16. Consider Approval of Request for Allocation of Funds for Seasonal and Special Event Items for Downtown

**PERSONNEL COMMITTEE**

Ricky Thurman, Chair

- [17.](#) Committee Report - October 26, 2021

**PUBLIC HEALTH AND SAFETY COMMITTEE**

Brady Pendleton, Chair

- [18.](#) Committee Report - October 19, 2021

- [19.](#) Consider Approval of a Memorandum of Understanding with Stephenville ISD for School Resource Officers for 2021-2022

## **FINANCE COMMITTEE**

Justin Haschke, Chair

- [20.](#) Finance Committee Report - October 19, 2021
- 21. Consider Approval of the Purchase of a Pre-Owned Ambulance

## **FINANCIAL REPORTS**

Monica Harris, Director of Finance

- [22.](#) Monthly Budget Report and Quarterly Investment Report for the Period Ending September 30, 2021

## **STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT**

Jeff Sandford, Executive Director

## **CONSENT**

- [23.](#) Approve Minutes - October 4, 2021 Regular City Council Meeting
- [24.](#) Approve Request to Sell City Property via Online Auction
- [25.](#) Authorize Expenditure for Annual Microsoft Licensing Fees
- [26.](#) Approval of EMS Billing and Collection Services by Specialized Billing and Collections Systems of Texas
- [27.](#) Authorize Expenditure for Incode 10 Software Maintenance
- [28.](#) Authorize Expenditure for Online and Voice Response Transaction Fees for Utility Billing and Court Payments
- [29.](#) Authorize Expenditure for Purchase of Skid Steer for Street Department
- [30.](#) Authorize Expenditure for Purchase of a Compact Excavator for Water Department
- [31.](#) Authorize Expenditure for Purchase of Aqua Metric Meter Reading Software
- [32.](#) Authorize Payment to Upper Leon River Municipal Water District for FY2021-2022 Raw Water Charges
- [33.](#) Approve Amendment No. 10 with Freese and Nichols, Inc. for Development Review Services
- [34.](#) Approve Resolution Authorizing the Financing and Purchase of a Tractor, Mowers, and Related Equipment

## **COMMENTS BY CITY MANAGER**

- \*Council Committee Meetings - Tuesday, November 16
- \*Nominations Committee Meeting - Tuesday, November 30
- \*Regular City Council Meeting - Tuesday, December 7
  
- \*Arts, Crafts, and Gift Show - Friday and Saturday, November 5-6
- \*Farmer's Market - Saturday, November 6
- \*Applications for Citizen Boards and Commissions due Friday, November 19 by 5:00 p.m.
- \*City Offices Closed Thursday and Friday, November 25 and 26 for Thanksgiving
- \*ChristmasVille Parade - Saturday, November 27

## **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

- 35. Section 551.087 *Deliberation Regarding Economic Development Negotiations* - Project Blue**

- 36. Section 551.072 Deliberation Regarding Real Property** - to deliberate the purchase, exchange, lease, or value of real property, to wit: 291 Clinton
- 37. Section 551.072 Deliberation Regarding Real Property** - to deliberate the purchase, exchange, lease, or value of real property, to wit: 2 acres out of the JS Riggs Survey
- 38. Section 551.071 Consultation with Attorney - Pending or Contemplated Litigation**

**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:** Case No.: RZ2021-015 & RP2021-007

Applicants Ontade LLC and Toby O’Neal are requesting a rezone of properties located at 1083 Frey, Parcel R32260, of KIGHT SECOND ADDITION, BLOCK 5, LOT 1, and 1065 W. Frey, Parcel R32261, of KIGHT SECOND ADDITION, BLOCK 5, LOT 2 (part of), of the City of Stephenville, Erath County, Texas, from (R-1) Single Family Residential, to (R-2.5) Integrated Housing with simultaneous replatting.

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

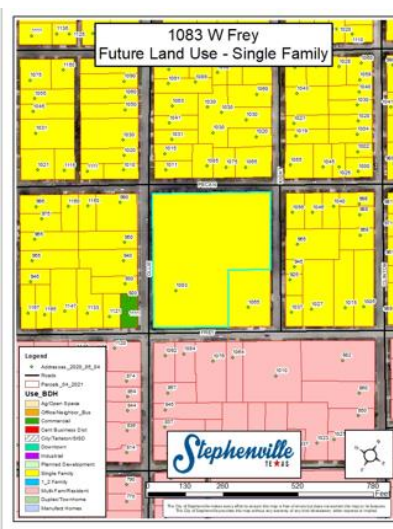
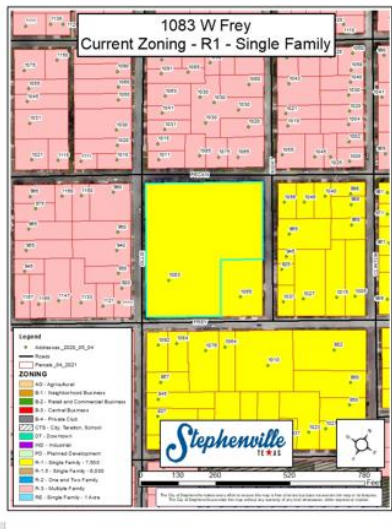
## RECOMMENDATION:

The Planning and Zoning Commission convened on October 20, 2021, and by a vote of 6/1, recommended the City Council approve the rezoning and replatting requests.

## BACKGROUND:

In May, 2021, rezoning requests from R-1, single family to R-3 Multifamily were considered and subsequently denied. Since that time, the City has adopted a new zoning known as R-2.5, Integrated Housing. As previously presented to the Commission, the creation of the new R-2.5 and revised R-3 zoning now delineates townhomes from the customary apartments. R-2.5 requires a much lesser density per acre (14 units compared to 24 units) and is for properties that will be platted as individual units.

Ontade and Toby O’Neal are requesting consideration of R-2.5 zoning and simultaneous approval of the plat. If approved, the mansion, known as 1083 W. Frey and 1065 W. Frey will remain R-1, while the remainder of these parcels will be R-2.5. The R-2.5 portion will be sold to a developer for an intended townhome project.



## **DESCRIPTION OF REQUESTED ZONING**

### **Sec. 154.05.8 INTEGRATED HOUSING DISTRICT (R-2.5).**

#### **5.8.A Description.**

This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. 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 aesthetic and functional well being of the intended district environment. The Integrated Housing District will be applicable to for all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

#### **5.8. 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. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

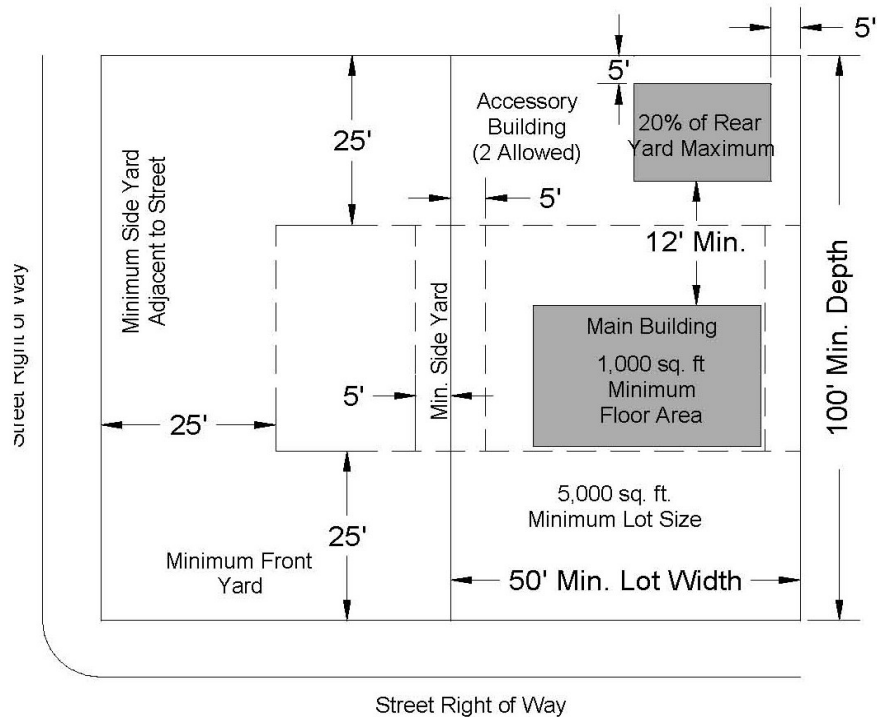
#### **5.8.C Conditional Uses.**

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.

#### **5.8.D Height, Area, Yard and Lot Coverage Requirements.**

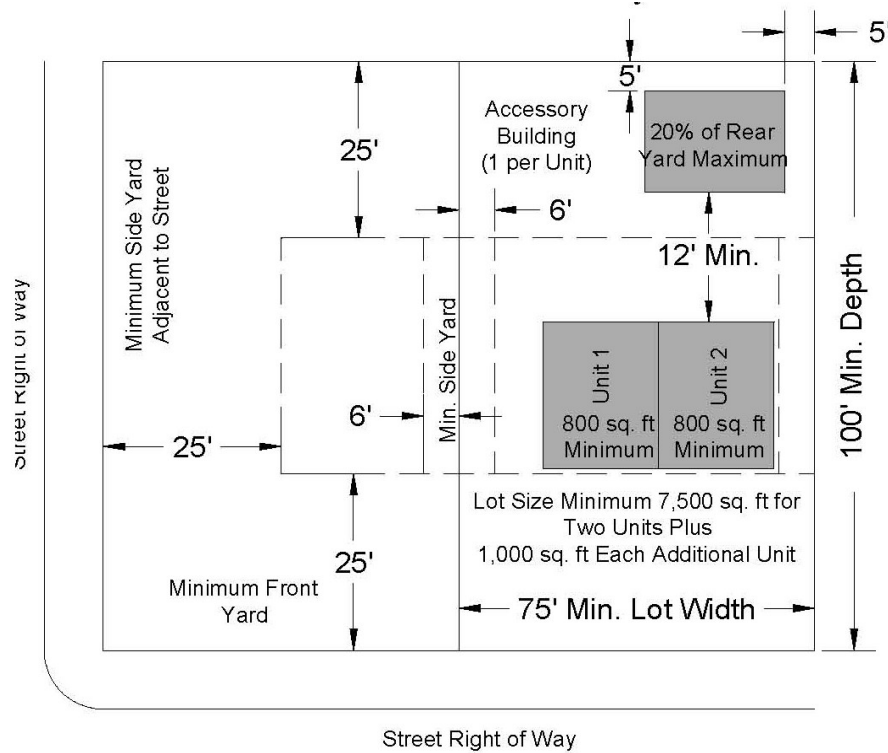
- A. Single family dwelling.
  1. Minimum lot area: 3,000 ft<sup>2</sup> .
  2. Minimum lot width and lot frontage: 50 feet.
  3. Minimum lot depth: 60 feet.
  4. Minimum depth of front setback: 15 feet.
  5. Minimum depth of rear setback: 15 feet.
  6. Minimum width of side setback:
    - a. Internal lot: five feet.
    - b. Corner lot: 15 feet from intersecting side street.
  7. Building size:
    - a. Maximum coverage as a percentage of lot area: 40%.
    - b. Single family dwelling: 1,000 ft<sup>2</sup> .
  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 ft<sup>2</sup> for two dwelling units, plus 1,000 ft<sup>2</sup> 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: 15 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 ft<sup>2</sup>.
  8. Accessory buildings:
    - a. Maximum accessory building coverage of rear yard: 20%.
    - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
    - 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.

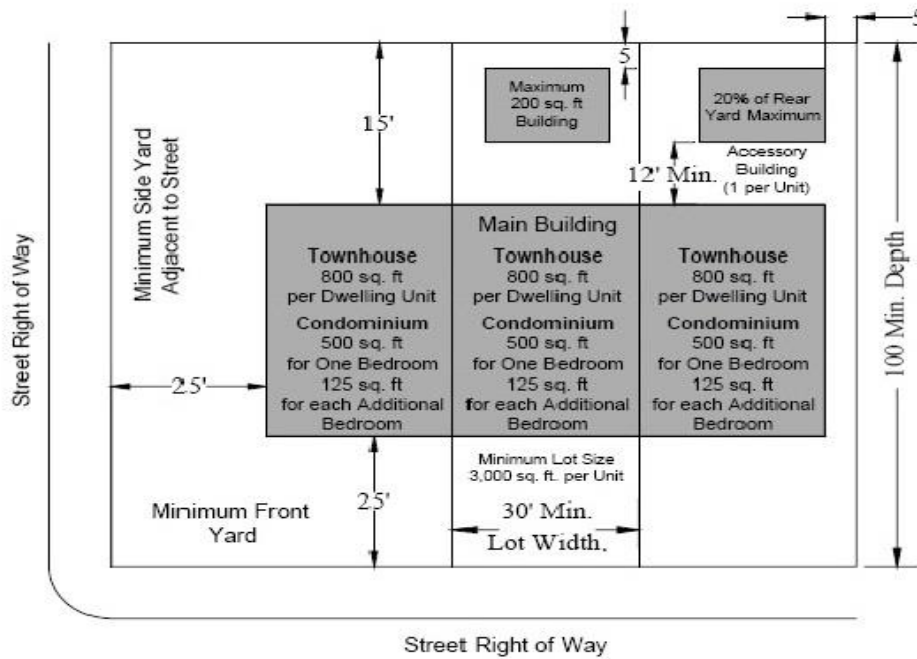


C. Townhouse/Condominium.

1. Minimum lot area: 3,000 ft<sup>2</sup> per unit.
2. Minimum average lot width and lot frontage: 30 feet.
3. Minimum lot depth: 100 feet.
4. Minimum depth of front setback: 15 feet.
5. Minimum depth of rear setback: 15 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 building coverage as a percentage of lot area: 40%
  - b. Minimum area of each Townhouse dwelling unit: 800 ft<sup>2</sup>.
  - c. Minimum area of each Condominium of each dwelling unit: 500 ft<sup>2</sup> for one bedroom or less, plus 125 ft<sup>2</sup> of floor area for each additional bedroom.
8. Accessory buildings:
  - a. Maximum accessory building coverage of rear yard: 20%.
  - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
  - 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.
- 11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.
- 12. Deviations from the required standards within the R-2.5 district will be subject to site plan review by the Planning and Zoning Commission and subsequent approval by City Council. Site plans should include renderings with elevations, a finish schedule and incorporate architectural designs that complement the existing structures of the area of integration.

**Townhouse/Condominium**



**5.8.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.

**AUTHORIZATION OF SIMULTANEOUS CONSIDERATION**

**Sec. 155.4.03. General subdivision and platting procedures.**

- A. *Plats Required for Land Subdivision.* A Preliminary Plat or Minor Plat shall be approved prior to any land division that is subject to these regulations and prior to commencement of any new development.
- B. *Replats and Amending Plats.*

1. *Replat.* A Replat, in accordance with State law, and the provisions of Section 4.08 shall be required any time a platted, recorded lot is further divided or expanded, thereby changing the boundary and dimensions of the property.
2. *Amending Plat.* In the case of minor revisions to recorded Plats or lots, an Amending Plat may also be utilized if in accordance with Section 4.09.

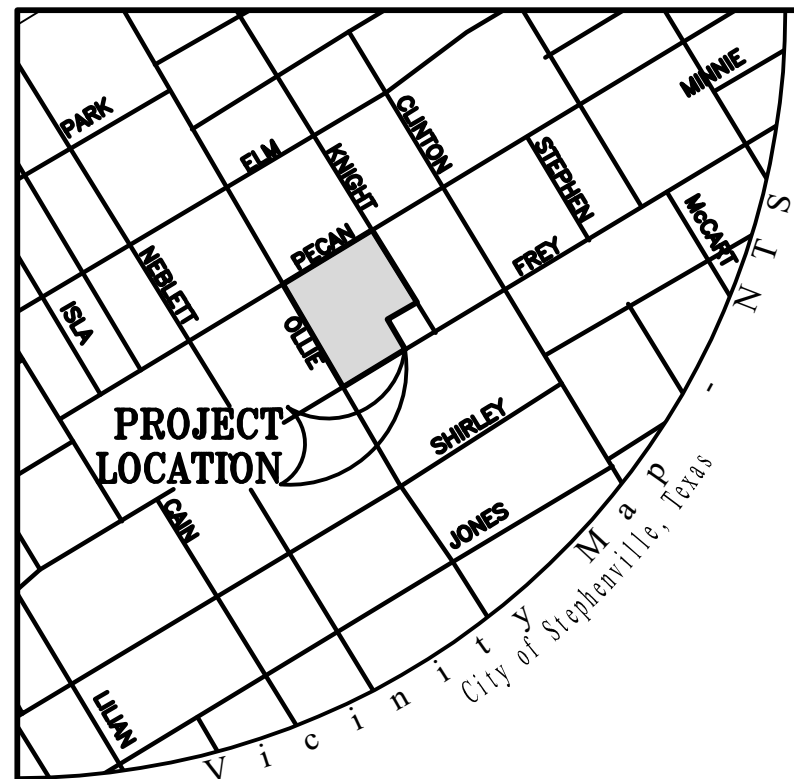
C. *Zoning.*

1. *Conformance with Existing Zoning.* All Applications shall be in conformance with the existing zoning on property inside the City Limits.
2. *Request to Rezone First.* If an Applicant seeks to amend the zoning for the property, the request to rezone the land shall be submitted and approved prior to acceptance of an Application for filing of a plat, unless as otherwise provided below.
  - a. The Applicant may request approval from the City Administrator to submit an application simultaneous with the zoning change request, in which case the Application for the zoning amendment shall be acted upon first, provided that the Application is accompanied by a properly executed Waiver of Right to 30-Day Action (due to the more lengthy time frame necessary to advertise and process zoning Applications).
  - b. In the event that the requested zoning amendment is denied, the Plat Application shall also be rejected or denied.
3. *Zoning Ordinance Site Plan Approval.* Where Site Plan approval is required by the Zoning Ordinance prior to development, no Application for a Final Plat approval shall be accepted for filing until a Site Plan has been approved for the land subject to the proposed Plat.

## ALTERNATIVES

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning/replating request.
- 2) Over-rule the recommendation of the Planning and Zoning Commission and deny the rezoning/replating request.





**LEGAL DESCRIPTION:**

**BEING** all of Block 5, Kight Second Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

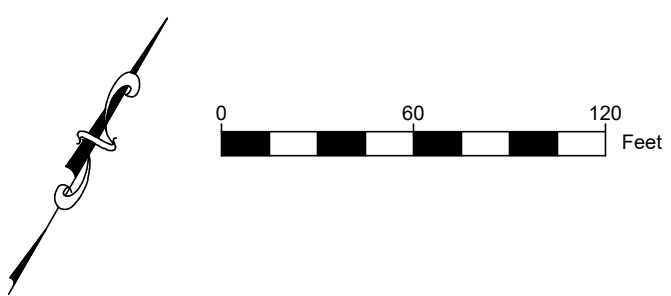
**BEGINNING** at a 5/8 inch iron rod found at the intersection of the west right-of-way line of N. Kight Ave. and the north right-of-way line of W. Frey St. for the southeast corner of said Block 5;

**THENCE** South 59°28'59" West, with the north line of said W. Frey St. and the south line of said Block 5, a distance of 408.79 feet to a 5/8 inch capped iron rod set marked "NATIVE CO., LLC" (IRS) at the intersection of the north right-of-way line of W. Frey St. and the east right-of-way line of N. Ollie Ave. for the southwest corner of said Block 5;

**THENCE** North 30°17'29" West, with the east right-of-way line of N. Ollie Ave. and the west line of said Block 5, a distance of 467.54 feet to an IRS at the intersection of the east right-of-way line of N. Ollie Ave. and the south right-of-way line of W. Pecan St. for the northwest corner of said Block 5;

**THENCE** North 59°45'34" East, with the south right-of-way line of W. Pecan St. and the north line of said Block 5, a distance of 406.86 feet to an IRS at the intersection of the south right-of-way line of W. Pecan St. and the west right-of-way line of N. Kight Ave. for the northeast corner of said Block 5;

**THENCE** South 30°31'41" East, with the west right-of-way line of N. Kight Ave. and the east line of said Block 5, a distance of 465.57 feet to the **POINT OF BEGINNING** and containing 190,273 Square Feet or 4.368 Acres of Land.



**LEGEND:**

- CO.....Cleanout
- IRF.....Iron Rod Found
- IRS.....5/8" Capped Iron Rod Set Marked "NATIVE CO, LLC"
- WM.....Water Meter
- WV.....Water Valve
- D.R.E.C.T.....Deed Records, Erath County, Texas
- R.R.E.C.T.....Real Records, Erath County, Texas
- Chainlink Fence.....

**NOTES:**

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
2. According to scaled location of FEMA Firm Map No. 48035C0430D, effective date January 6, 2011, the subject property lies within Zone X - Areas determined to be outside the 0.2% annual change flood.

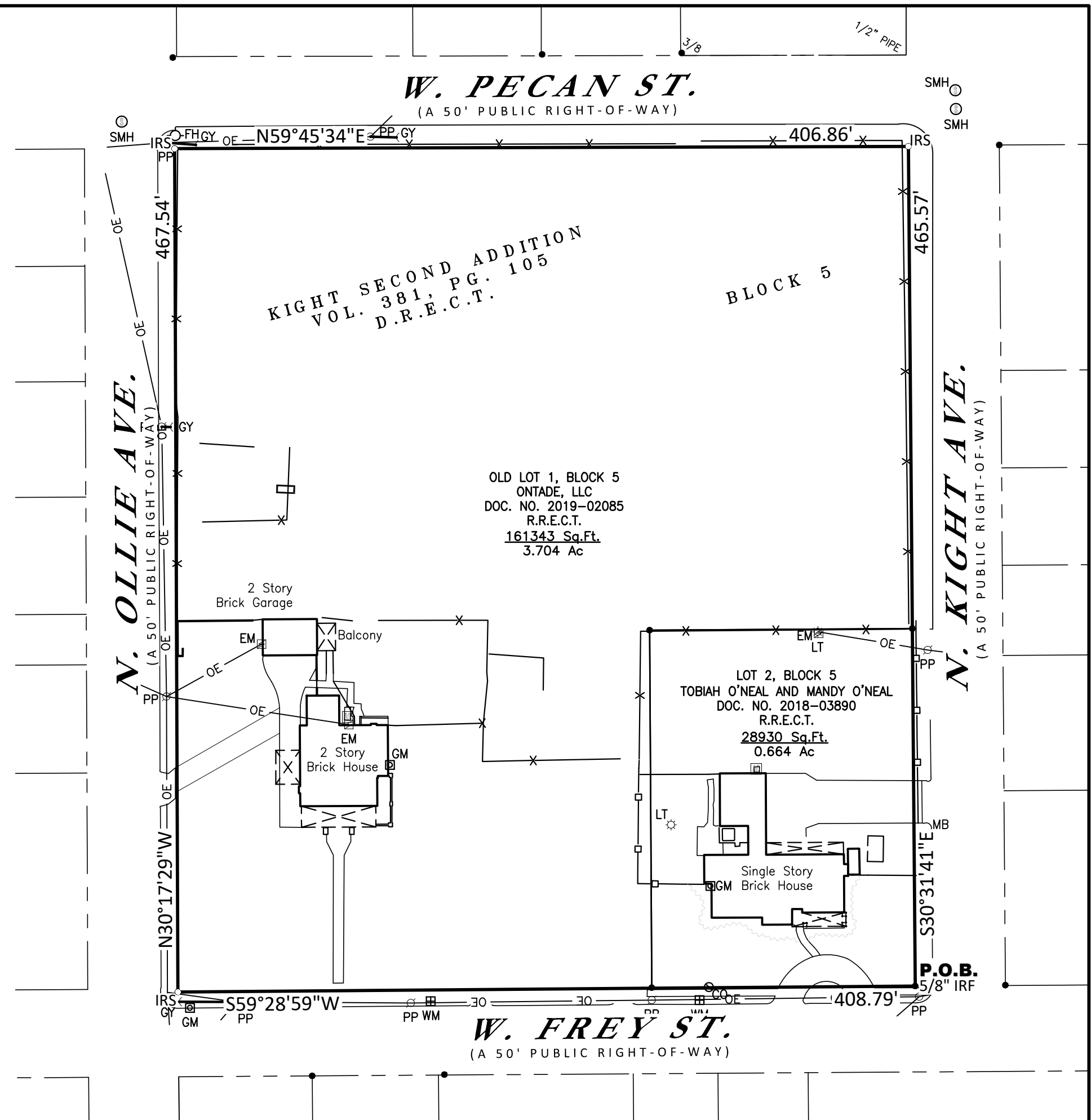
**OWNER:**

ONTADE, LLC  
115 Graham St., Suite 202,  
Stephenville, Tx 76401

**SURVEYOR:**



P.O. Box 2465 Stephenville, Tx 76401  
zane@nativeandsurveying.com ~ 254-434-6695  
TBPELS Firm No. 10194572

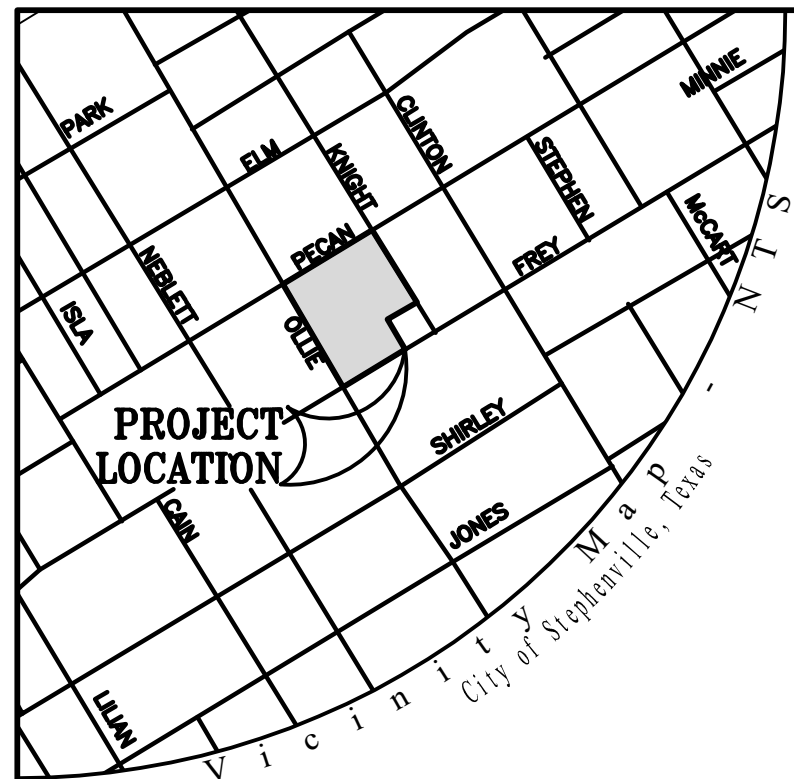


**SURVEYOR'S CERTIFICATION:**

I, N. Zane Griffin, do hereby certify that I prepared this plat from an actual on the ground survey of the land, and that the corner monuments shown hereon were properly placed under my personal supervision in accordance with the platting rules and regulations of the City of Stephenville, Erath County, Texas.  
**PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE**  
Purpose of Document: Review  
Surveyor: N. Zane Griffin  
Registered Professional Land Surveyor No. 6810  
Release Date: 09-22-2021  
N. Zane Griffin, RPLS No. 6810  
Date: September 22, 2021

**LOTS 1 & 2, BLOCK 5  
KIGHT SECOND ADDITION**

**AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS**  
BEING A 4.368 ACRE TRACT OF LAND, BEING ALL OF BLOCK 5, KIGHT SECOND ADDITION, AS SHOWN ON KING'S 1956 MAP OF STEPHENVILLE, ADOPTION AND DEDICATION THEREOF, RECORDED IN VOLUME 381, PAGE 105, DEED RECORDS, ERATH COUNTY, TEXAS



**OWNERS CERTIFICATION:**

§ STATE OF TEXAS  
§ COUNTY OF ERATH

WHEREAS ONTADE, LLC is the owner of Lot 1, Block 5, Kight Second Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEING all of Block 5, Kight Second Addition, an addition to the City of Stephenville, Erath County, Texas, as shown per King's 1956 Map of the City of Stephenville, as recorded in Volume 381, Page 105, Deed Records, Erath County, Texas, and being more particularly described by metes and bounds as follows: (Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values).

BEGINNING at a 5/8 inch iron rod found at the intersection of the west right-of-way line of N. Kight Ave. and the north right-of-way line of W. Frey St. for the southeast corner of said Block 5;

THENCE South 59°28'59" West, with the north line of said W. Frey St. and the south line of said Block 5, a distance of 408.79 feet to a 5/8 inch capped iron rod set marked "NATIVE CO., LLC" (IRS) at the intersection of the north right-of-way line of W. Frey St. and the east right-of-way line of N. Ollie Ave. for the southwest corner of said Block 5;

THENCE North 30°17'29" West, with the east right-of-way line of N. Ollie Ave. and the west line of said Block 5, a distance of 467.54 feet to an IRS at the intersection of the east right-of-way line of N. Ollie Ave. and the south right-of-way line of W. Pecan St. for the northwest corner of said Block 5;

THENCE North 59°45'34" East, with the south right-of-way line of W. Pecan St. and the north line of said Block 5, a distance of 406.86 feet to an IRS at the intersection of the south right-of-way line of W. Pecan St. and the west right-of-way line of N. Kight Ave. for the northeast corner of said Block 5;

THENCE South 30°31'41" East, with the west right-of-way line of N. Kight Ave. and the east line of said Block 5, a distance of 465.57 feet to the POINT OF BEGINNING and containing 190,273 Square Feet or 4.368 Acres of Land.

**NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:**

THAT, ONTADE, LLC and Tobiah O'Neal and Mandy O'Neal, acting by and through the undersigned, their duly authorized agents, do hereby adopt this plat designating the herein above described real property as **LOTS 1R THRU LOT 3R, BLOCK 5, Kight Second Addition**, an addition to the City of Stephenville, Texas. The easements shown thereon are hereby reserved for the purposes as indicated. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over or across the easements shown. Said easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use the same. Any, and all public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on the easements and all public utilities shall at all times have full right of ingress and egress to or from and upon reconstructing, inspecting, patrolling, maintaining, respective systems without the necessity at any time of procuring the permission of anyone.

Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and/or for any maintenance and service required or ordinarily performed by that utility. The easements dedicated are for the specific use of installing and maintaining water, sewer, electrical, natural gas, telephone, fiber or cablevision lines, and are not intended to be used for garbage dumpsters, the collection of garbage, or for the use of garbage vehicles in any manner.

This plat does not alter or remove existing deed restrictions or covenants, if any, on this property.

|                         |               |              |
|-------------------------|---------------|--------------|
| _____                   | _____         | _____        |
| ONTADE, LLC             | Tobiah O'Neal | Mandy O'Neal |
| Owner or Representative |               |              |

§ STATE OF TEXAS  
§ COUNTY OF ERATH

BEFORE ME, the undersigned authority, on this day personally appeared, \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

|   |                       |
|---|-----------------------|
| _____                                       | _____                 |
| Notary Public in and for the State of Texas | My commission expires |

§ STATE OF TEXAS  
§ COUNTY OF ERATH

BEFORE ME, the undersigned authority, on this day personally appeared, \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

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§ COUNTY OF ERATH

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GIVEN UNDER MY HAND AND SEAL OF OFFICE on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

|   |                       |
|---|-----------------------|
| _____                                       | _____                 |
| Notary Public in and for the State of Texas | My commission expires |

**LEGEND:**

- CO.....Cleanout
- IRF.....Iron Rod Found
- IRS.....5/8" Capped Iron Rod Set Marked "NATIVE CO, LLC"
- WM.....Water Meter
- WV.....Water Valve
- D.R.E.C.T.....Deed Records, Erath County, Texas
- R.R.E.C.T.....Real Records, Erath County, Texas
- Chainlink Fence.....

**NOTES:**

1. Basis of bearing being U.S. State Plane Grid - Texas North Central Zone (4202) NAD83 as established using the AllTerra RTKNet Cooperative Network. Reference frame is NAD83(2011) Epoch 2010.0000. Distances shown are U.S. Survey feet displayed in surface values.
2. According to scaled location of FEMA Firm Map No. 48035C0430D, effective date January 6, 2011, the subject property lies within Zone X - Areas determined to be outside the 0.2% annual change flood.
3. Unless otherwise noted, all property corners are 5/8 inch capped iron rods set marked "NATIVE CO., LLC".
4. The original common lot line of Lots 1 & 2, Block 5, Kight Second Addition is abandoned per this replat.

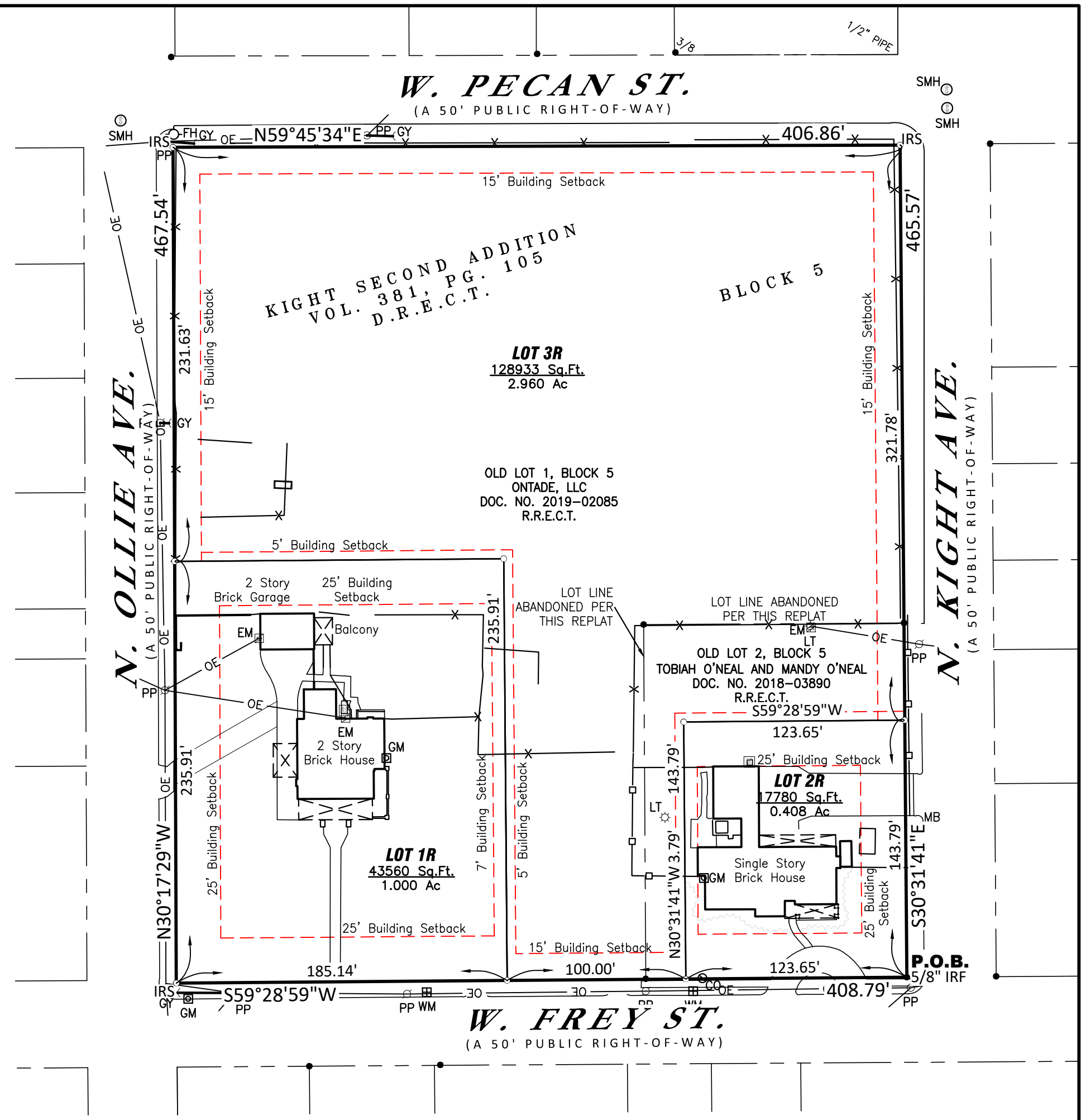
**OWNER:**

ONTADE, LLC  
115 Graham St., Suite 202,  
Stephenville, Tx 76401

**SURVEYOR:**



P.O. Box 2465 Stephenville, Tx 76401  
zane@nativeandsurveying.com ~ 254-434-6695  
TBPELS Firm No. 10194572



ACCEPTED AND APPROVED:

\_\_\_\_\_  
DIRECTOR OF PLANNING AND DEVELOPMENT

\_\_\_\_\_  
CITY SECRETARY

\_\_\_\_\_  
DATE

**SURVEYOR'S CERTIFICATION:**

I, N. Zane Griffin, do hereby certify that I prepared this plat from an actual on the ground survey of the land, and that the corner monuments shown hereon were properly placed under my personal supervision in accordance with the platting rules and regulations of the City of Stephenville, Erath County, Texas.  
**PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE**  
Purpose of Document: Review  
Surveyor: N. Zane Griffin  
Registered Professional Land Surveyor No. 6810  
Release Date: 09-22-2021  
N. Zane Griffin, RPLS No. 6810  
Date: September 22, 2021

**REPLAT**  
**LOTS 1R thru 3R, BLOCK 5**  
**KIGHT SECOND ADDITION**

AN ADDITION TO THE CITY OF STEPHENVILLE, ERATH COUNTY, TEXAS  
BEING A REPLAT OF A 4.368 ACRE TRACT OF LAND, BEING ALL OF BLOCK 5, KIGHT SECOND ADDITION, AS SHOWN ON KING'S 1956 MAP OF STEPHENVILLE, ADOPTION AND DEDICATION THEREOF, RECORDED IN VOLUME 381, PAGE 105, DEED RECORDS, ERATH COUNTY, TEXAS

CABINET \_\_\_\_\_ SLIDE \_\_\_\_\_



### Plat Application and Checklist

*Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.*

Please check the Appropriate Box:    Final Plat     Preliminary Plat     Amended Plat     Minor Plat   
    Residential Replat     Replat     Conveyance Plat

**PROPERTY INFORMATION:**

Project Name: ONTADE LLC    Parcel(s) \_\_\_\_\_    Tax ID# (Required): \_\_\_\_\_  
 Project Address (Location): 1083 FREY    Total Acres: 3.675  
 Previous Project Number (If Applicable): \_\_\_\_\_  
 Existing Zoning: R-1    # of Existing Lots: 1    # of Existing Units: \_\_\_\_\_  
 Proposed Zoning: R-2.5    # of Proposed Lots: \_\_\_\_\_    # of Proposed Units: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Owner Information and Authorization**

Name: TOBIAH O'NEAL / RENDELL BURDICK  
 Company Name: ONTADE LLC  
 Address: 115 N GRAHAM SUITE 202  
 Telephone: 254-485-9159    Email: RENTAL76401@EARTHLINK.COM  
 • Please Note: e-mail addresses will be used to notify the owner or representative of the status of the plat.

**CHECK ONE OF THE FOLLOWING:**

- I will represent the application myself; or
- I hereby designate \_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

*I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct. By signing below, I agree that the City of Stephenville (the "City") is authorized and permitted to provide information contained within this application, including the email address, to the public. The City is also authorized and permitted to reproduce any copyrighted information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request.*

Owner's Signature: Rendell Burdick    Date: 9/13/2021

STATE OF TEXAS COUNTY OF \_\_\_\_\_ BEFORE ME, a Notary Public, on this \_\_\_\_\_ day personally appeared \_\_\_\_\_ (printed owner's name) the above signed, who, under oath, stated the following: "I hereby certify that I am the owner, for the purposes of this application; that all information submitted herein is true and correct." SUBSCRIBED AND SWORN TO before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary Signature

(seal)

### Plat Application and Checklist

Please note that this checklist is intended to assist developers and design professionals in the preparation of submittals for DRC review and are generally what is needed to facilitate the review of the proposed plat. A submittal of a complete application will facilitate a timely review. Failure of the applicant to provide required information will result in application not being processed. Under special circumstances, additional items may be required through the Development Review Committee process prior to approval.

#### ITEMS TO BE SUBMITTED:

- Application and Checklist.
- Associated Fee(s): as listed on the Development Review Fee Schedule.
- Project Narrative: Written proposal for the project.
- Plats: Plats will be drawn on a sheet size of 24" x 36" with a 3" x 3" clear box in the right hand corner (these are county requirement for filing). Two Mylar and two paper copies are required to be submitted. Smaller or larger sheet size may be accepted only if approved by Director of Planning and Building Departments. Plats will be drawn to a scale no smaller than 1" = 100' unless otherwise approved by the Director. Black and white originals are preferred as color lines are sometimes hard to pick-up via copy.
- 24" x 36" Engineering/Support Documents (if required) Engineering/support documents are required for all public improvements, including sidewalks. Engineering/support documents will be drawn to a plan view scale not smaller than 1" = 100' with exception to the drainage area map which may be a scale not smaller than 1" = 400' unless otherwise approved by the Director.
- All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- Utilities Acceptance Form
- Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- Digital Submission: All items should be submitted digitally in PDF format.

#### GENERAL INFORMATION:

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development, as required by the Stephenville Subdivision Ordinance. A plat of the property to be subdivided or developed is required of all development to which Stephenville Subdivision Ordinance applies. For a development to be constructed in phases, the plat may include only a portion of the land included in a general development plan and/or preliminary plat.

**Applicant information required:** the applicant, owner and contact information must be provided in entirety. If multiple design professionals are involved in the preparation of the plat document, list the principal design professional. All correspondence relating to the plat will be directed to the contact designated on the application.

**Owner signature:** the plat application is required to be signed by the current property owner. If the property owner is not available to sign the application, then a notarized letter of authorization from the property owner is required to be submitted which empowers a designee to sign for the property owner.

**Acceptance of plat application:** All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.



**Development Services Department**  
 298 W. Washington, Stephenville TX 76401  
 Phone: (254) 918-1222 [www.stephenvilletx.gov](http://www.stephenvilletx.gov)

**PLAT SHALL CONTAIN:**

| <b>On Plat</b>           | <b>N/A</b>               |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | The date, written and graphic scale, north arrow, proposed name of the development, key map showing the location of the development in relation to existing streets and highways and dates of preparation and revisions.   |
| <input type="checkbox"/> | <input type="checkbox"/> | The signature block of the owner or owners of the land included within the plat, acknowledged in the form required for the acknowledgement of deeds.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Name of the subdivider or developer, record owner and surveyor.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide a note on the plat stating the purpose of the Plat.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Title Block containing: Proposed name of the subdivision or lot on record, acres in previously platted and unplatted land and total of those acres, survey and jurisdiction (City of Stephenville, County of Erath, Texas, for example).   |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed name of the subdivision, development or lot on record, which shall not have the same spelling or be pronounced similarly to the name of any other development located on land within the jurisdiction of the city. Developers of phased development shall use the same base name for different sections, identified by a section number.  |
| <input type="checkbox"/> | <input type="checkbox"/> | The development boundary lines, shown by a continuous dark line of sufficient width to be easily identified, as shown by a survey performed by a registered professional land surveyor describing the boundaries of the development by metes and bounds. The survey shall: <ul style="list-style-type: none"> <li>▪ Locate the boundaries with respect to a corner of the survey or tract or any original corner of the original survey abstract of which it is a part (provide a note of description of the location of the survey abstract). At least one corner shall be tied by course and distance to a corner in a recorded subdivision or to a right-of-way pin at an intersection. (Note describing corner markers should be included);</li> <li>▪ Describe and locate all permanent survey monuments, pins, and control points and tie and reference the survey corners to the Texas State Plane Coordinate System.</li> <li>▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat.</li> </ul> |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of development by city, county and state.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Please provide a location map showing the relation of the subdivision to streets and other prominent features.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Please show the names of the adjoining subdivisions or the names of the adjoining property owners, together with their respective plat or deed references.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Show boundaries streets and/or right of way on the plat  |
| <input type="checkbox"/> | <input type="checkbox"/> | The exact location, dimension and description of all existing or recorded public or private easements, and public rights-of-way within the development, intersecting or contiguous with its boundary or forming such boundary.   |
| <input type="checkbox"/> | <input type="checkbox"/> | The dimensions of all existing or proposed lots and blocks within the development identified by letter or number running consecutively throughout the development.   |

- The exact location, dimensions and description of all proposed public or private easements, parks, other areas, reservations, and other rights-of-way to be dedicated to the public, located within, intersecting or contiguous with its boundary or forming such boundary.



**Development Services Department**  
 298 W. Washington, Stephenville TX 76401  
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**PLAT SHALL CONTAIN:**

- All proposed street right of ways or changes to be made in existing right of ways shall be described with accurate bearings or deflecting angles and radii, area and central angle, degree of curvature, tangent distance and length of all curves where appropriate, and the primary control points.
- Approved name and dimensioned width of each street right of way. Street names are required for all newly created streets on the final plat document. Please note that street names will not be considered "reserved" prior to the submission of a final plat document.
- Show centerline of existing streets. Dimension from centerline to edge of existing right-of-way and from centerline to edge of proposed right-of-way.
- Existing and proposed easements – labeled, dimensioned, and instrument used to create or abandon such easements.
- The identification, location and size of all existing gas, petroleum, or similar common carrier easements located within or on the boundary of the development. If no easements or pipelines are located on the property, add a note to that effect.
- Boundary lines of open spaces to be dedicated or granted for use by the public or inhabitants of the development. Parkland dedications should be noted.
- Reference by record name to recorded subdivision plats or adjoining platted land with recording information.
- Label lots in or adjacent to a floodplain or adjacent to a drainage easement and in other locations if required by the City Engineer with the following: "minimum finished floor elevations required."
- Provide a note on the plat stating: "The minimum finished floor elevations shall be provided when a building permit application is submitted. The minimum finished floor elevations shall be based on the current FEMA data. The minimum finished floor elevations shall be stated as mean sea level."
- All required dedication and certification statements.
- Certification that basic documentation has been set in order to determine location of public improvements.
- Signature block for approving body.
- Traffic Impact Analysis (TIA) may be required at the time of Preliminary Plat submittal for all site developments. For phased developments, the TIA shall include an analysis for each phase of the development and the threshold for the TIA shall be for the entire development.
  - o Threshold for a Traffic Impact Analysis:
    - o Residentially zoned Subdivisions that are projected to generate more than 1,000new average daily trips (ADT) shall require a TIA.
    - o Office zoned Subdivisions that are projected to generate more than 500 newaverage daily trips (ADT) shall require a TIA.
    - o Nonresidential zoned Subdivisions that are projected to generate more than 2,500new average daily trips (ADT) shall require a TIA.
    - o Industrial zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.

**REQUIREMENTS FOR RECORDING FINAL PLAT:**

- Plats shall be filed prior to formal acceptance of any public improvements and prior to issuance of building permits. In order to comply with the county’s plat filing requirements, the following must be completed on the final plat document.
- All documents shall bear appropriate seals, stamps or other validations/certifications of work as applicable in accordance with State law and local requirements.
- All stamps and seals must be legible.
- Tax certificates are required with the filing of each plat from all taxing entities.
- All property owner signatures must be original and acknowledged (notary public) and each name must be printed below each signature.

This document contains a summary list of requirements for a Plat submittal. Additional documents may be requested. For detailed information, visit our website at [www.stephenvilletx.gov](http://www.stephenvilletx.gov). Below is a quick reference guide to help in your navigation to more detailed information.

**Stephenville Subdivision Ordinance**

<http://www.stephenvilletx.gov/wp-content/uploads/2018/01/1-2-18-Adopted-Subdivision.pdf>

**Stephenville Engineering Standards Manual**

[www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018\\_01-02-ADOPTED.pdf](http://www.stephenvilletx.gov/wp-content/uploads/2018/01/Engineering-Standards-Manual-2018_01-02-ADOPTED.pdf)

**Stephenville 2030 Comprehensive Plan**

[www.stephenvilletx.gov/2030-comprehensive-plan/](http://www.stephenvilletx.gov/2030-comprehensive-plan/)

**Forms and Documents**

<http://www.stephenvilletx.gov/residents/forms/>

**Fees (others may be applicable):**

Subdivision Filing Fees:

|                                  |  |         |
|----------------------------------|--|---------|
| Preliminary Plat (per plat)      | \$200.00 (per lot)   | \$10.00 |
| Final Plat (per plat)            | \$200.00 (per lot)   | \$10.00 |
| Replat (per plat)                | \$200.00   |         |
| Site Development Plan (per plan) | \$200.00 (water, sewer, streets, storm drain engineering review) |         |



# City of Stephenville

## Utilities Acceptance Form

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Owner/Developer: \_\_\_\_\_

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Prior to presenting a plan to the City for initiation of the platting process, the developer is asked to have the utilities listed below to offer their comments. The developer is to present this form and a copy of the plan to each of the utilities listed below. The utility in turn is asked to sign and stamp the form below indication that they have reviewed and accept the final plat.

1. **Oncor Electric:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments

2. **Atmos Gas:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments

3. **CenturyLink Telephone:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments

4. **Water Utilities:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments

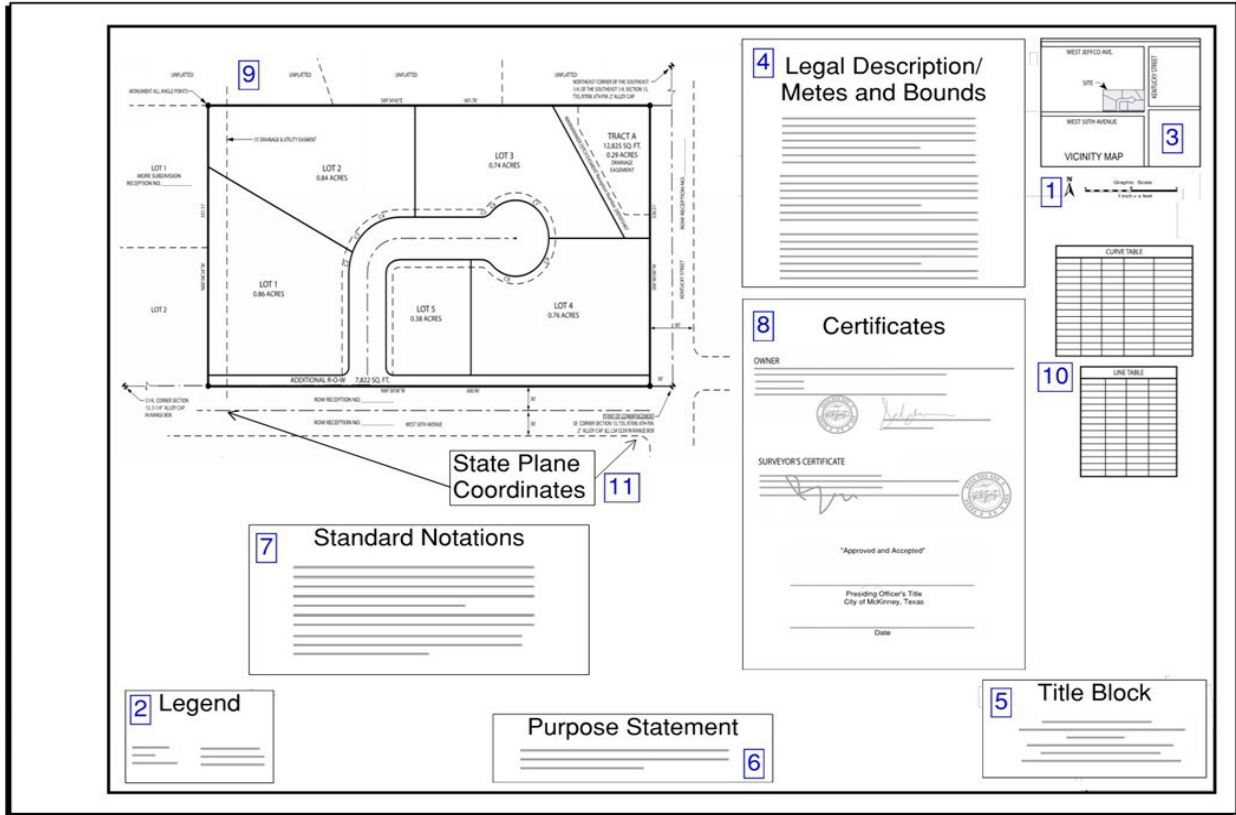
5. **Northland Cable T.V.:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments

6. **Progressive Waste:** Official: \_\_\_\_\_  
SEAL OR STAMP and comments



**Development Services Department**  
 298 W. Washington, Stephenville TX 76401  
 Phone: (254) 918-1213 [www.stephenvilletx.gov](http://www.stephenvilletx.gov)

**Plat Format**



1. North Arrow and Scale
2. Legend
3. Vicinity Map
4. Legal Description/Metes and Bounds
5. Title Block to include the following information:
  - a. Proposed name of subdivision with section or sequencing designation, as appropriate
  - b. Acreage of proposed subdivision
  - c. Applicant name, address, and phone number
  - d. Tract designation, abstract and other description according to the real estate records for the City or County
  - e. Total number of lots, and designation and amounts of land of the proposed uses within the subdivision
6. Purpose Statement (not required for preliminary-final plats)
7. Standard Notation

**8. Certificates**

Certification by a public surveyor registered in the state, that the plat represents a survey made by him or under their direct supervision, and that all the monuments shown thereon actually exist, and that their location, size and material are correctly shown;

A certificate of ownership and dedication, on a form approved by the director of planning, of all streets, alleys, parks, open spaces and public ways to public use forever, signed and acknowledged before a notary public by the owner and any and all lienholders of the land, and a complete and accurate description of the land subdivided and dedications made;

Approval Certificate by proper party

**9. Plat Graphic**

**10. Curve and Line Table**

**11. Official Monuments**

**Staff Contact Information:**

**Director of Development Services**

Steve Killen

Office: (254)918-1222

Email: [skillen@stephenvilletx.gov](mailto:skillen@stephenvilletx.gov)

**Building Official**

Harold Sandel

Office: (254)918-1214

Email: [hsandel@stephenvilletx.gov](mailto:hsandel@stephenvilletx.gov)

**Permit Technician**

Tina Cox

Office: (254)918-1213

Email: [tcx@stephenvilletx.gov](mailto:tcx@stephenvilletx.gov)

**Fire Marshal**

Gregg Schrumph

Office: (254)918-1250

Email: [GSchrumph@stephenvilletx.gov](mailto:GSchrumph@stephenvilletx.gov)

**Public Works Director**

Nick Williams

Office: (254)918-1292

Email: [nwilliams@stephenvilletx.gov](mailto:nwilliams@stephenvilletx.gov)

**City Engineer**

Nick Williams

Office: (254) 918-1292

Email: [nwilliams@stephenvilletx.gov](mailto:nwilliams@stephenvilletx.gov)





# STAFF REPORT

**SUBJECT:** Case No.: RZ2021-016

Applicant Bosque Clark LLC, is requesting a rezone of property located at 110 Clark Lane, Parcel R63366, of CITY ADDITION, BLOCK 85, LOT 1 & 2A (PTS OF), of the City of Stephenville, Erath County, Texas, (R-3) Multi-Family to (R 2.5) Integrated Housing District.

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

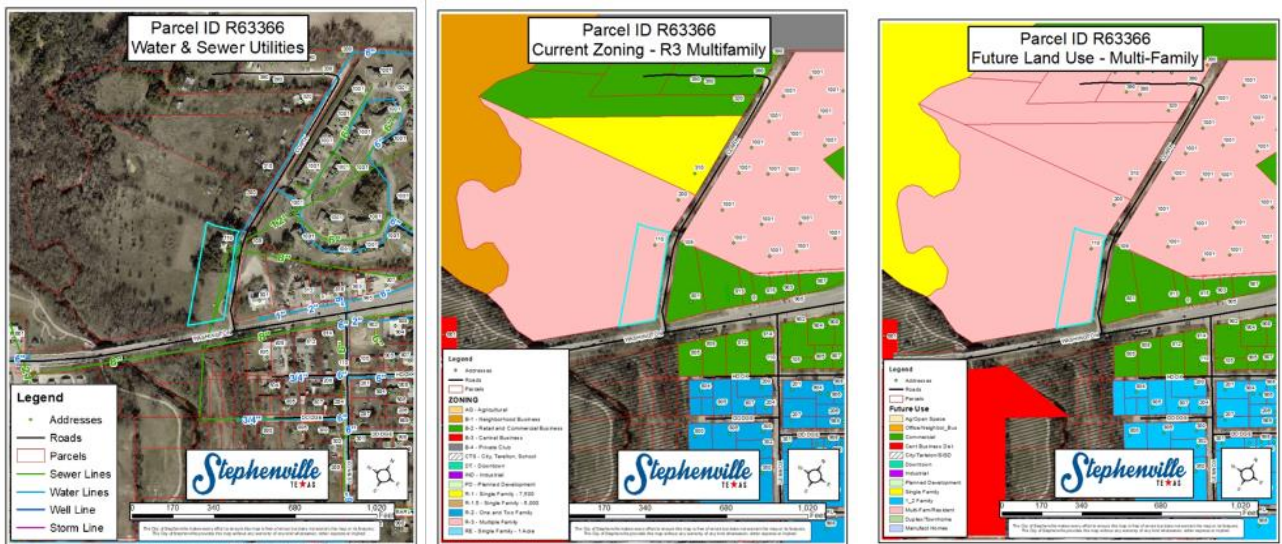
**RECOMMENDATION:**

The Planning and Zoning Commission convened on October 20, 2021, and by a unanimous vote of 7/0, recommended the City Council approve the rezoning request.

**BACKGROUND:**

Taylor Kanute, on behalf of Bosque Clark LLC, is requesting rezoning to R-2.5, integrated housing, to construct single family townhomes to be sold as individual units.

The site plan submitted does not meet the lot size requirements. R-2.5 zoning authorizes the Planning and Zoning Commission to review deviations from the requirements set forth and City Council approval upon recommendation from the Commission (please see paragraph C-12).



**DESCRIPTION OF REQUESTED ZONING**

**Sec. 154.05.8 INTEGRATED HOUSING DISTRICT (R-2.5).**

### 5.8.A Description.

This integrated residential housing district provides for medium-density city neighborhood development. The primary land use allows for single-family dwellings, two-to-four family dwelling units, patio homes, condominiums and townhomes. Generally, this district is for developments resulting in individually platted homes or dwelling units and generally, owner occupied. 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 aesthetic and functional well being of the intended district environment. The Integrated Housing District will be applicable to for all Residential Districts, B-1 Neighborhood Business District (B-1), Central Business District (B-3), and Downtown District (DT).

### 5.8. 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. Townhouse dwellings, with each family limited as in division (1) above;
4. Condominium dwellings, with each family limited as in division (1) above;

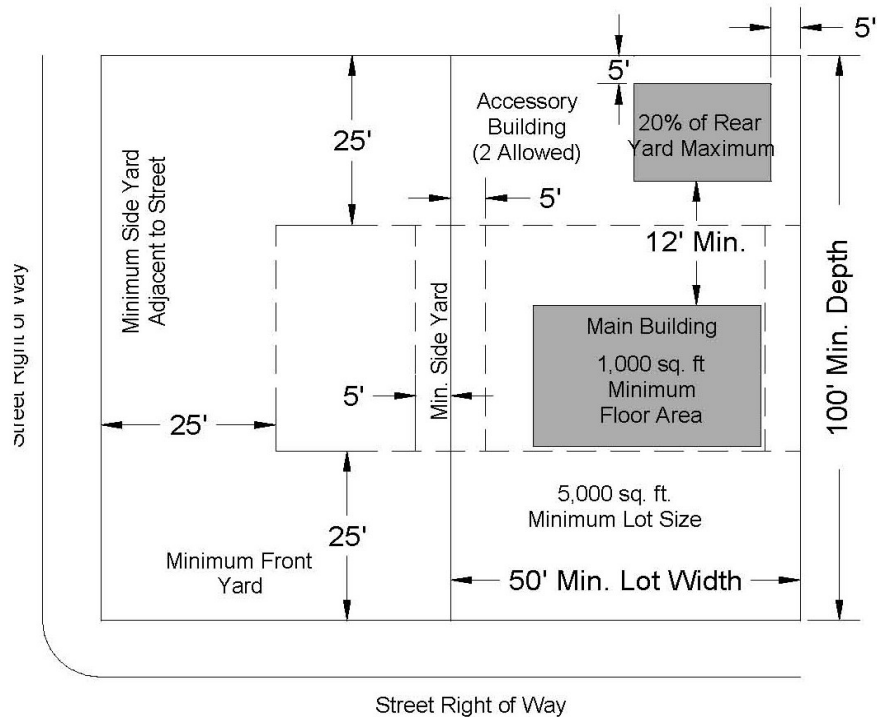
### 5.8.C Conditional Uses.

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.

### 5.8.D Height, Area, Yard and Lot Coverage Requirements.

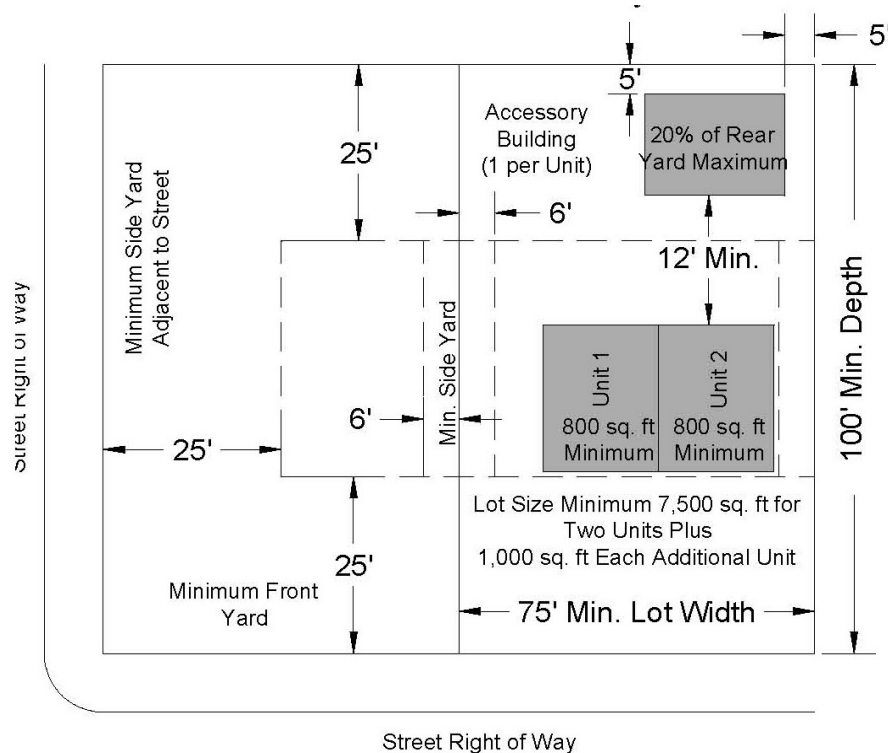
- A. Single family dwelling.
  1. Minimum lot area: 3,000 ft<sup>2</sup>.
  2. Minimum lot width and lot frontage: 50 feet.
  3. Minimum lot depth: 60 feet.
  4. Minimum depth of front setback: 15 feet.
  5. Minimum depth of rear setback: 15 feet.
  6. Minimum width of side setback:
    - a. Internal lot: five feet.
    - b. Corner lot: 15 feet from intersecting side street.
  7. Building size:
    - a. Maximum coverage as a percentage of lot area: 40%.
    - b. Single family dwelling: 1,000 ft<sup>2</sup>.
  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 ft<sup>2</sup> for two dwelling units, plus 1,000 ft<sup>2</sup> 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: 15 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 ft<sup>2</sup>.
  8. Accessory buildings:
    - a. Maximum accessory building coverage of rear yard: 20%.
    - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
    - 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.

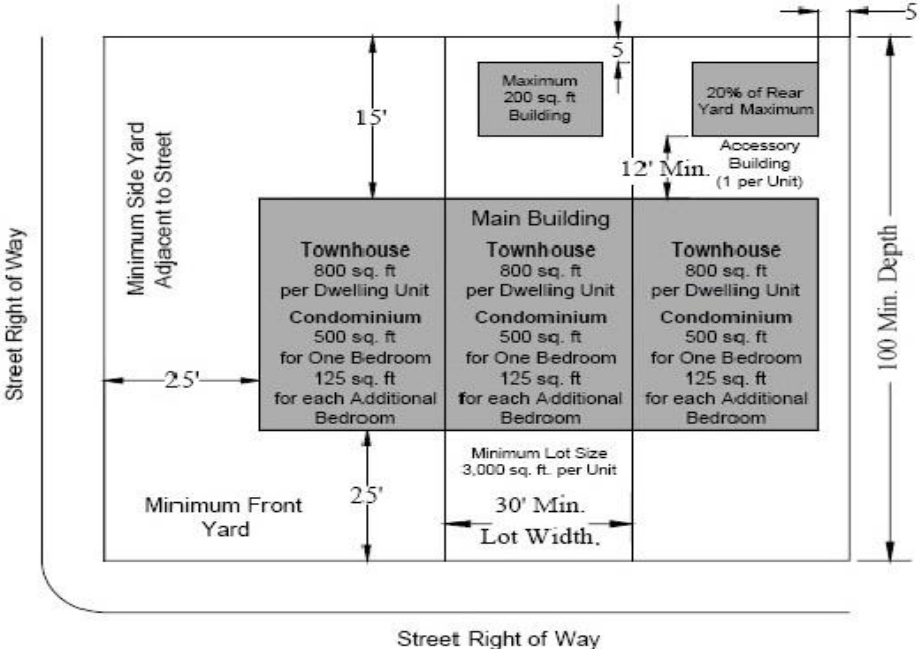
10. Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit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



- C. Townhouse/Condominium.
1. Minimum lot area: 3,000 ft<sup>2</sup> per unit.
  2. Minimum average lot width and lot frontage: 30 feet.
  3. Minimum lot depth: 100 feet.
  4. Minimum depth of front setback: 15 feet.
  5. Minimum depth of rear setback: 15 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 building coverage as a percentage of lot area: 40%
    - b. Minimum area of each Townhouse dwelling unit: 800 ft<sup>2</sup>.
    - c. Minimum area of each Condominium of each dwelling unit: 500 ft<sup>2</sup> for one bedroom or less, plus 125 ft<sup>2</sup> of floor area for each additional bedroom.
  8. Accessory buildings:
    - a. Maximum accessory building coverage of rear yard: 20%.
    - b. Maximum area of each accessory building: 200 ft<sup>2</sup>.
    - 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.
- 11. Maximum density of Townhome or Condominium Housing within the R-2.5 District shall not exceed 14 units per acres with each unit platted separately.
- 12. Deviations from the required standards within the R-2.5 district will be subject to site plan review by the Planning and Zoning Commission and subsequent approval by City Council. Site plans should include renderings with elevations, a finish schedule and incorporate architectural designs that complement the existing structures of the area of integration.

**Townhouse/Condominium**



**5.8.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.

**ALTERNATIVES**

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.
- 2) Over-rule the recommendation of the Planning and Zoning Commission and deny the rezoning request.



City of Stephenville  
298 W. Washington  
Stephenville, TX 76401  
(254) 918-1213

Item 4.

NO. 4612

RZ2021-016

### ZONING AMENDMENT APPLICATION

#### CITY OF STEPHENVILLE

1. **APPLICANT/OWNER:** Taylor Kanute  
First Name Last Name

**ADDRESS:** 159 S. Graham St 254-918-7500  
Street/P.O. Box Phone No.  
Stephenville Tx 76401  
City State Zip Code

2. **PROPERTY DESCRIPTION:** 110 Clark Lane, Stephenville  
Street Address

3. **LEGAL DESCRIPTION:** Lot 1 &2A Block 85 S2600  
Lot(s) Block(s) Addition

4. **PRESENT ZONING:** R3  
Zoning District Title

**PROPOSED ZONING:** R2.5  
Zoning District Title

5. **APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:** \_\_\_\_\_

Rezoning to R2.5 to construct attached single family townhomes and sell as individual units

(Attach an additional sheet if necessary)

[Signature]  
Signature of Applicant

9/23/21  
Date

[Signature]  
Signature of City Official Received

9/24/21  
Date Received









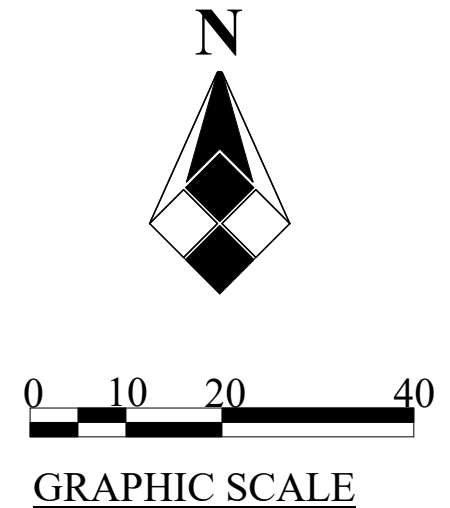
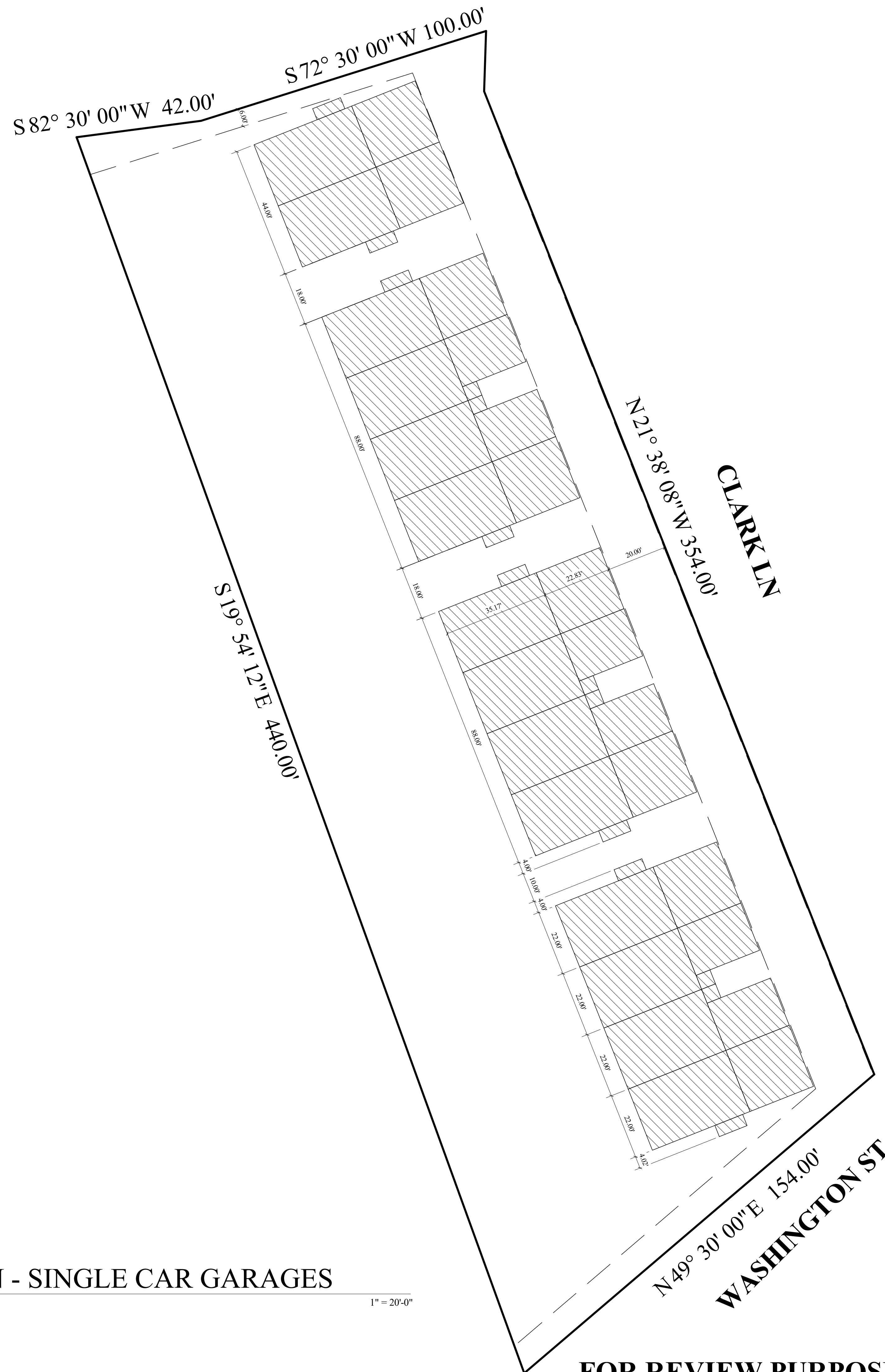












1 SITE PLAN - SINGLE CAR GARAGES  
 SPL1 1" = 20'-0"

FOR REVIEW PURPOSES ONLY - NOT FOR CONSTRUCTION

Item 4

SQUARE FOOTAGE

Site Plan Option 4

SP1.1

Documentation  
 These architectural drawings are for the general scope of work to be performed in terms of design concept. The scope of these drawings include: architectural building elements, building site, building structure, mechanical, electrical, and plumbing systems. These drawings are not intended to cover all documentation necessary to perform the work. Individual trade contractors, subcontractors, and suppliers shall provide all required documentation for the purpose of completing the work.

Plan For:  
 Clark Lane Townhomes  
 Location:  
 Stephenville, TX

**SPALDING**  
 DESIGN GROUP

PHONE: 574-255-2422  
 FAX: 574-257-9286  
 100 LINCOLN WAY EAST  
 MISHAWAKA, IN 46544

| FILE         | DATE      |
|--------------|-----------|
| 2021-0079 v1 | 8-19-2021 |
| DRWN BY      | CHKD BY   |
| TAM          | JFS       |

31  
 COPYRIGHT SPALDING DESIGN GROUP, LLC 2021



SQUARE FOOTAGE

FIRST FLOOR PLAN

A1.0

Documentation

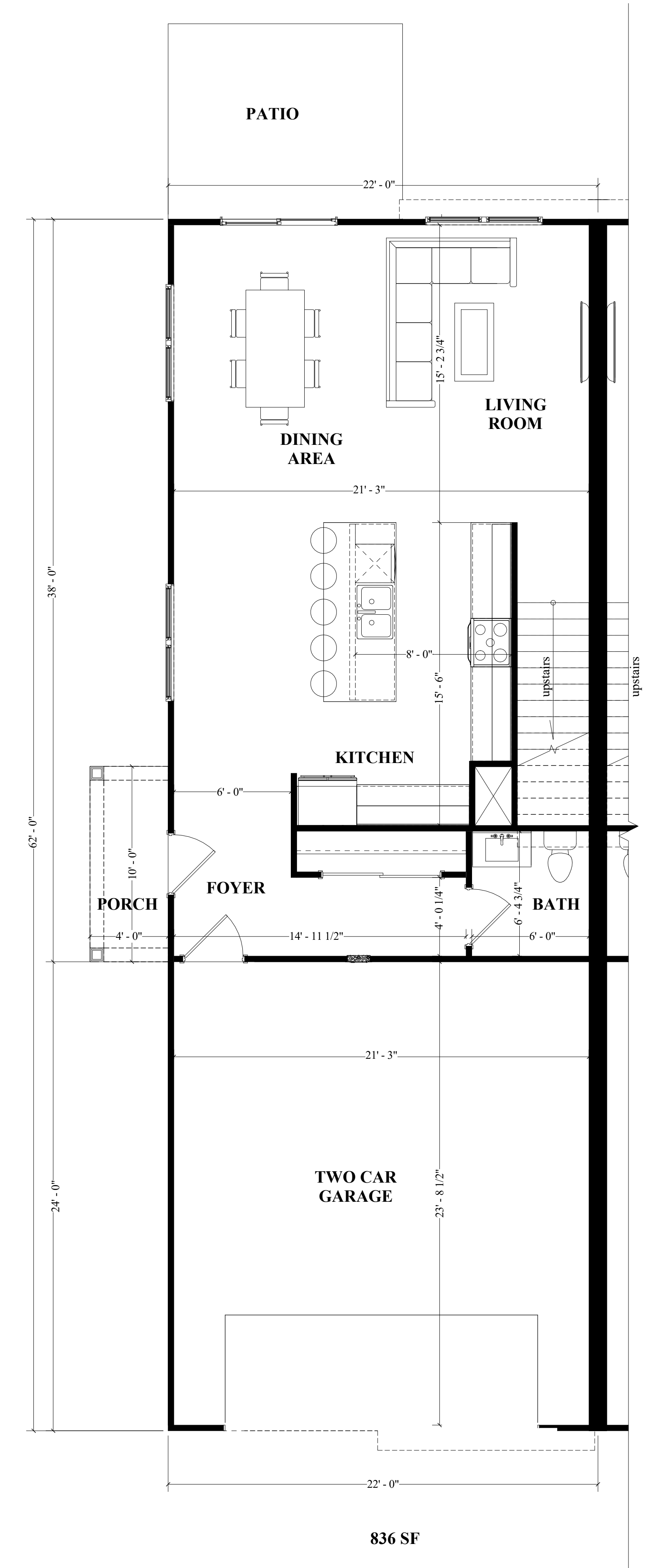
These architectural drawings are for the general scope of work to be performed in terms of design concept. The scope of these drawings include: architectural building elements, building site, building structure, mechanical, electrical, and plumbing systems. These drawings are not intended to cover all documentation necessary to perform the work. Individual trade contractors, subcontractors, and suppliers shall provide all required documentation for the purpose of completing the work.

Plan For: Clark Lane Townhomes  
Location: Stephenville, TX



PHONE: 574-255-2422  
FAX: 574-257-0286  
100 LINCOLN WAY EAST  
MISHAWAKA, IN 46544

| FILE        | DATE     |
|-------------|----------|
| 2021-0079-2 | 9-3-2021 |
| DRWN BY     | CHKD BY  |
| MDFCMS      | JFS      |



1 A1.0 FIRST FLOOR PLAN

1/4" = 1'-0"



SQUARE FOOTAGE

SECOND FLOOR PLAN

A1.1

Documentation

These architectural drawings are for the general scope of work to be performed in terms of design concept. The scope of these drawings include: architectural building elements, building site, building structure, mechanical, electrical, and plumbing systems. These drawings are not intended to cover all documentation necessary to perform the work. Individual trade contractors, subcontractors, and suppliers shall provide all required documentation for the purpose of completing the work.

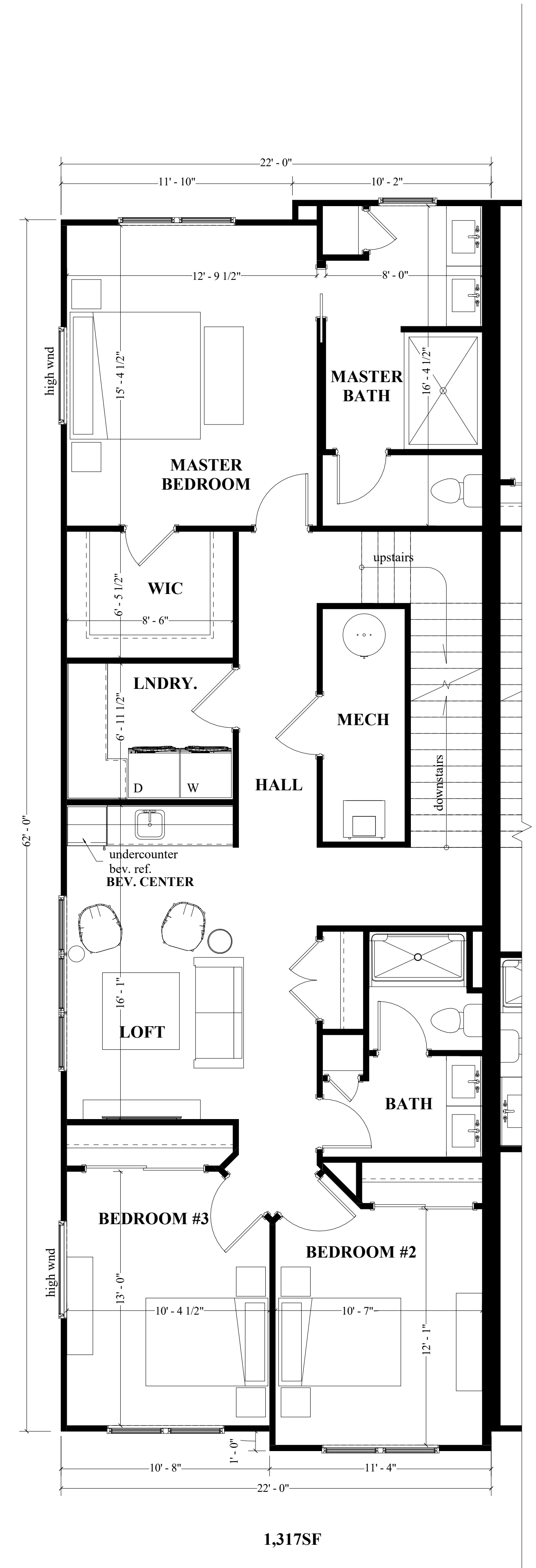
Plan For: Clark Lane Townhomes  
Location: Stephenville, TX



PHONE: 574-255-2422  
FAX: 574-257-0286  
100 LINCOLN WAY EAST  
MISHAWAKA, IN 46544

| FILE        | DATE     |
|-------------|----------|
| 2021-0079-2 | 9-3-2021 |
| DRWN BY     | CHKC BY  |
| MDFCMS      | JFS      |

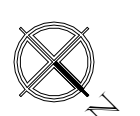
COPYRIGHT SPALDING DESIGN GROUP, LLC 2021



SECOND FLOOR PLAN

A1.1

1/4" = 1'-0"



FOR REVIEW PURPOSES ONLY - NOT FOR CONSTRUCTION



SQUARE FOOTAGE

ROOFTOP DECK PLAN

A1.2

Documentation

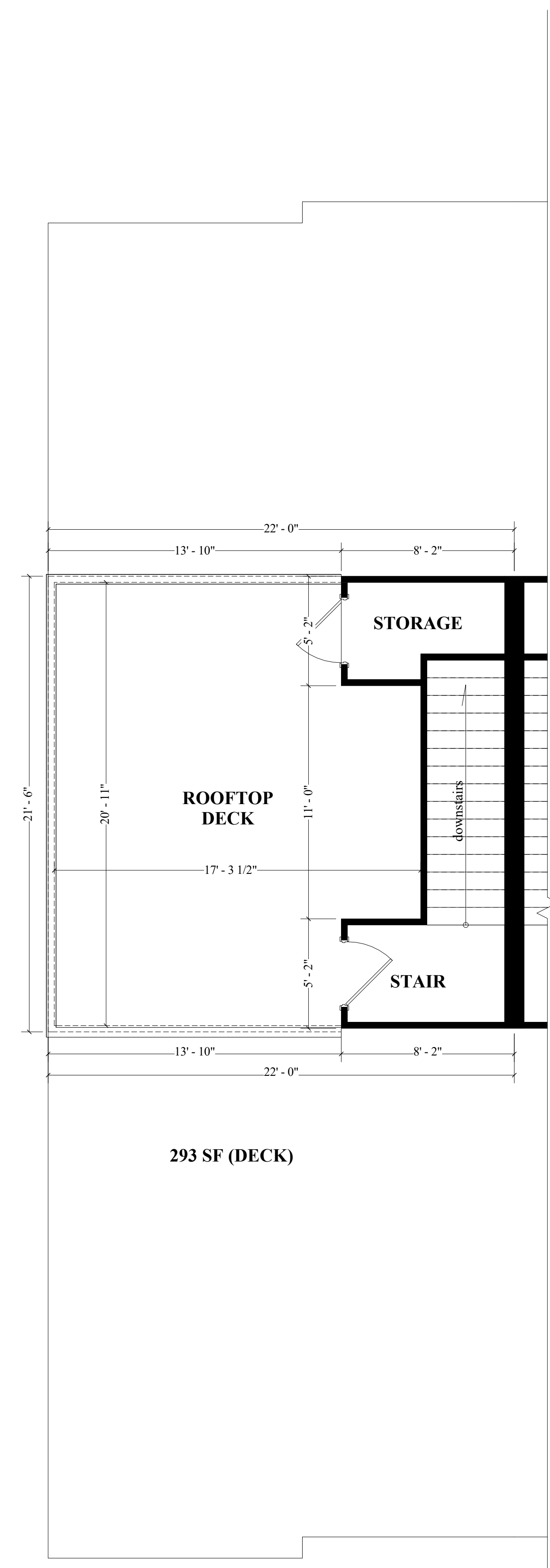
These architectural drawings are for the general scope of work to be performed in terms of design concept. The scope of these drawings include: architectural building elements, building site, building structure, mechanical, electrical, and plumbing systems. These drawings are not intended to cover all documentation necessary to perform the work. Individual trade contractors, subcontractors, and suppliers shall provide all required documentation for the purpose of completing the work.

Plan For: Clark Lane Townhomes  
Location: Stephenville, TX



PHONE: 574-255-2422  
FAX: 574-257-0286  
100 LINCOLN WAY EAST  
MISHAWAKA, IN 46544

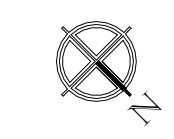
| FILE        | DATE     |
|-------------|----------|
| 2021-0079-2 | 9-3-2021 |
| DRWN BY     | CHK BY   |
| MDFCMS      | JFS      |



ROOFTOP DECK PLAN

1  
A1.2

1/4" = 1'-0"



**Steve Killen**

---

**Subject:** FW: Case No. RZ2021-016  
**Attachments:** image010.jpg

**From:** Ben Berriche <[rberriche@gmail.com](mailto:rberriche@gmail.com)>  
**Sent:** Saturday, October 9, 2021 3:00 PM  
**To:** Steve Killen <[SKillen@stephenvilletx.gov](mailto:SKillen@stephenvilletx.gov)>  
**Subject:** Case No. RZ2021-016

Dear Mr. Killen,

I am writing to you regarding the rezoning request No. RZ2021-016.

I am the owner of 200 Clark Lane, Stephenville, TX 76401, which is a property within 200 ft radius of a property in the City of Stephenville for which a rezoning request was submitted.

I am not in favour of this rezoning request. I am opposed to it. I would like the zoning to remain R-3.

Thank you.

--

Regards,  
Ridha Berriche

972-375-3875



# STAFF REPORT

**SUBJECT:** Case No.: RZ2021-017

Applicants Allen Vandergriff, Chad Vandergriff and Corianna Alandt, are requesting a rezone of property located at 683 W Tarleton, Parcel R29685, of PARK PLACE AND CITY ADDITION, BLOCK 3 & 69, LOTS 1B,2B,4B,12 (PTS OF), of the City of Stephenville, Erath County, Texas, (B-2) Retail and Commercial Business to (R-3) Multi-Family.

**DEPARTMENT:** Development Services

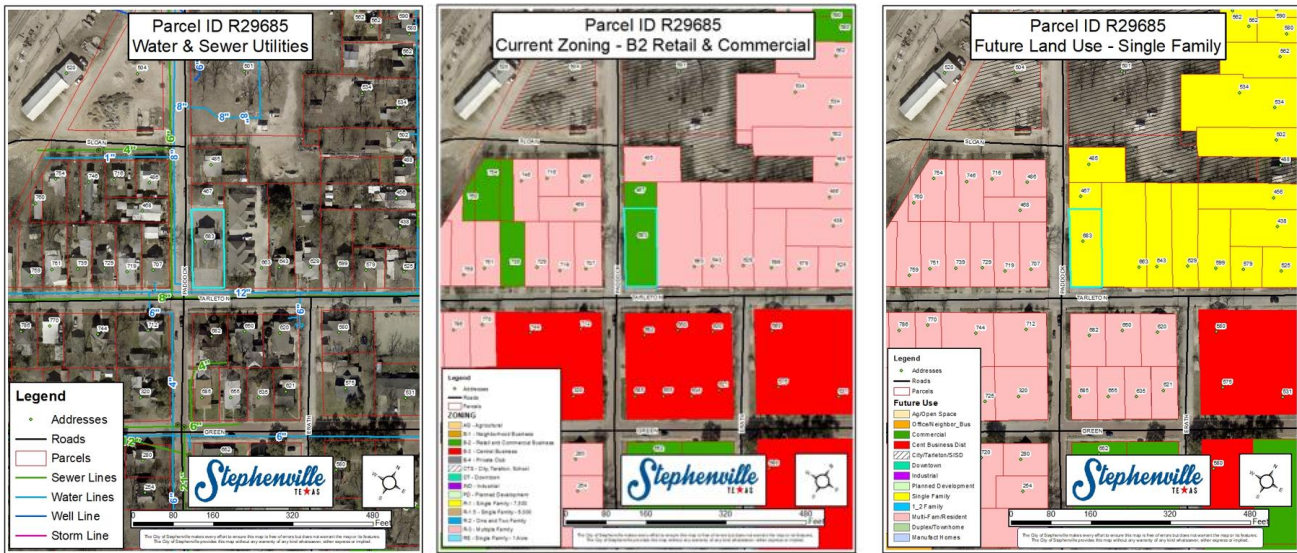
**STAFF CONTACT:** Steve Killen

**RECOMMENDATION:**

The Planning and Zoning Commission convened on October 20, 2021, and by a vote of 4/3, recommended the City Council deny the rezoning request.

**BACKGROUND:**

Ms. Alandt is requesting the zoning change as they no longer wish to operate the business and desire to use the structure as originally constructed (as a single family residence). The property has been operated as a personal service salon.



## DESCRIPTION OF REQUESTED ZONING

### 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 aesthetic 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.**

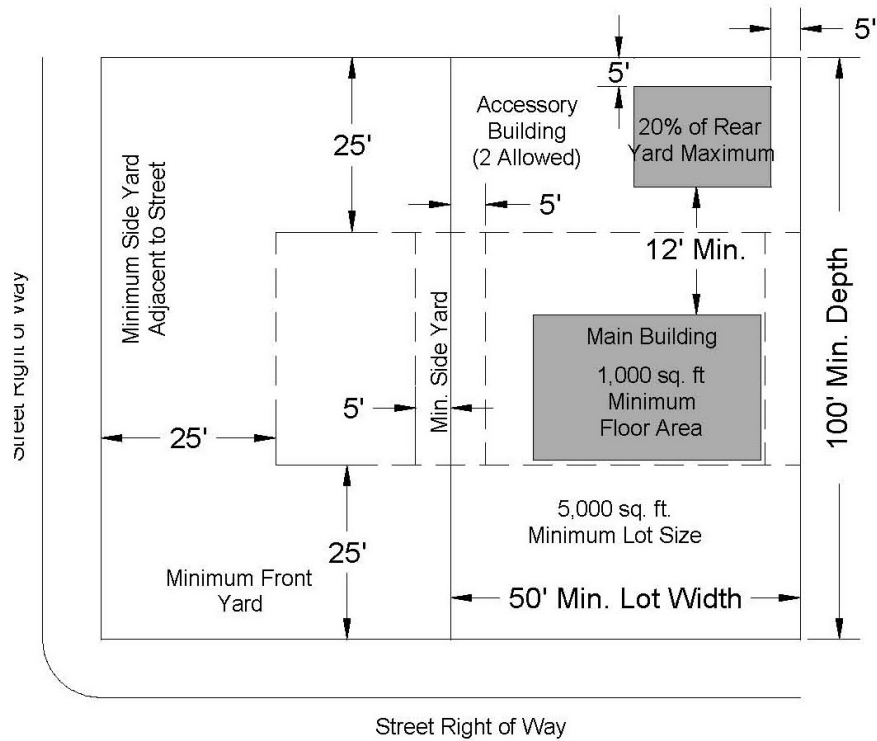
- (1) Home occupation;
- (2) Common facilities as the principal use of one or more platted lots in a subdivision;
- (3) Adult and/or children's day care centers;
- (4) Foster group home; and

- (5) Residence hall.

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

(A) *Single family dwelling.*

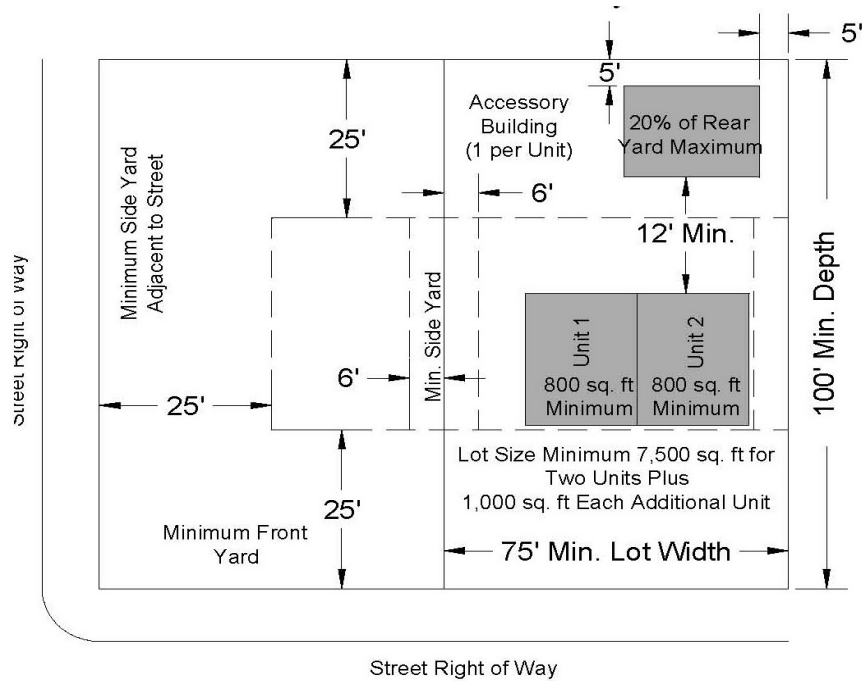
- (1) Minimum lot area: 5,000 ft<sup>2</sup> .
- (2) Minimum lot width and lot frontage: 50 feet.
- (3) Minimum lot depth: 100 feet.
- (4) Minimum depth of front setback: 25 feet.
- (5) Minimum depth of rear setback: 25 feet.
- (6) Minimum width of side setback:
  - (a) Internal lot: five feet.
  - (b) 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 ft<sup>2</sup> .
- (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 ft<sup>2</sup> for two dwelling units, plus 1,000 ft<sup>2</sup> 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 ft<sup>2</sup>.
- (8) Accessory buildings:
  - (a) Maximum accessory building coverage of rear yard: 20%.
  - (b) Maximum area of each accessory building: 200 ft<sup>2</sup>.
  - (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.



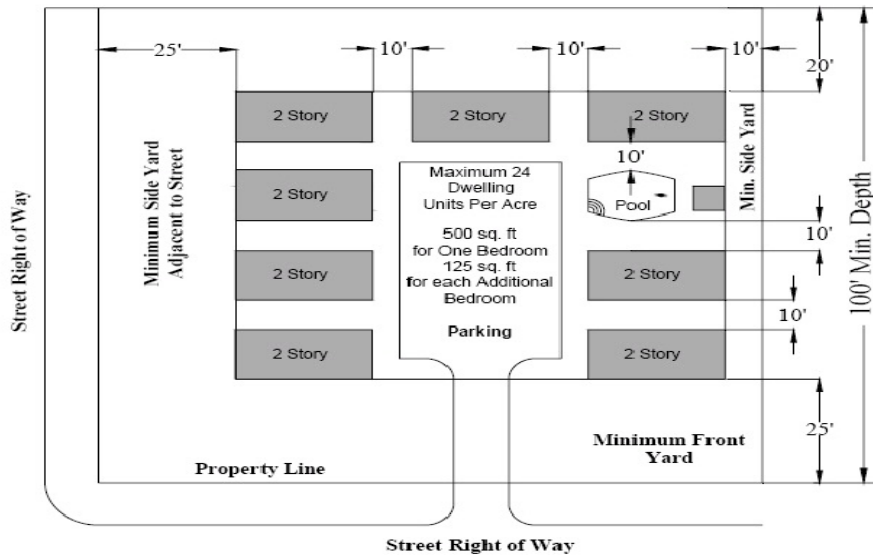
(C) *Multiple family dwellings.*

- (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 ft<sup>2</sup> for one bedroom or less plus 125 ft<sup>2</sup> 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.D Height, Area, Yard and Lot Coverage Requirements

##### Multiple Family Dwelling



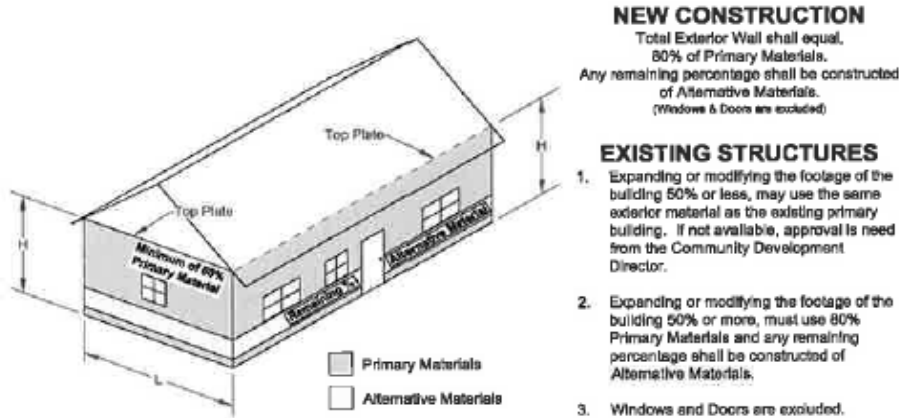
#### 5.6.E Parking Regulations.

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 ~~this ordinance~~ 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.



**ALTERNATIVES**

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.
- 2) Over-rule the recommendation of the Planning and Zoning Commission and deny the rezoning request.

Permit #4613  
R2 2021-017

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

- 1. APPLICANT/OWNER: Corinna Alandt  
First Name Last Name
- ADDRESS: 720 Fathom Dr. (650) 619-0505  
Street/P.O. Box Phone No.  
San Mateo CA 94404  
City State Zip Code
- 2. PROPERTY DESCRIPTION: 683 West Tarleton Street  
Street Address
- 3. LEGAL DESCRIPTION: Stephenvill, Texas 76401  
Lot(s) Block(s) Addition  
Touch of class
- 4. PRESENT ZONING: Commercial  
Zoning District Title
- PROPOSED ZONING: residential  
Zoning District Title

5. APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:  
 Sadi! My mother died of COVID on Jan 2021.  
 she owned and worked at this establishment.  
 we can no longer keep it as a beauty shop  
 and closed it. we need it converted to residential.  
 (Attach an additional sheet if necessary) my mothers death was sudden we  
 need money to keep my father  
 Corinna Alandt 9-23-2021  
Signature of Applicant Date  
 Please help!  
 Thank you.  
 [Signature] 9/23/2021  
Signature of City Official Received Date Received



# STAFF REPORT

**SUBJECT:** Case No.: PD2021-002

Applicant Reese Flanagan of MMA, LLC, representing Troy Kunkel of Cowtown Properties, is requesting a rezone of property located at 525 W Collins, Parcel R33237, of SHAPARD & COLLINS, BLOCK 6, LOTS 1 & 2 & A0032 BLAIR JOHN, of the City of Stephenville, Erath County, Texas, from (IND) Industrial to (PD) Planned Development.

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

## RECOMMENDATION:

The Planning and Zoning Commission convened on October 20, 2021, and by a unanimous vote of 7/0, recommended the City Council approve the rezoning request.

## BACKGROUND:

### APPLICANT REQUEST:

On August 15, 2021, the applicant presented the Conceptual Plan to the Planning and Zoning Commission for an intended townhome development. The concept plan proposed 43 units on 2.62 acres (density of 16.41 units per acre) with 86 parking spaces and 37 guest spaces. The applicant is now requesting approval of the Planned Development. Sections 8.E and 8.J outline the requirements that must be met in order to approve the PD.



## DESCRIPTION OF REQUESTED ZONING

### Sec. 154.08. Planned development district (PD).

#### 8.A Description.



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

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

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

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

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

- (1) The project utilized innovative land development concepts and is consistent with the Comprehensive Land Use plan and the goals and objectives of the city;
- (2) Dwelling units are situated such that an appreciable amount of land for open space is available and is integrated throughout the planned development;
- (3) The project utilizes an innovative approach in lot configuration and mixture of single-family housing types;
- (4) Higher densities than conventional single-family projects of the same acreage is achievable with appropriate buffering between existing conventional single-family developments and increased open space;
- (5) The site exhibits environmentally natural features which should be considered for preservation and/or enhancement;
- (6) Aesthetic amenities may be provided in the planned development design which are not economically feasible to provide in conventional single-family projects; and
- (7) The project provides a compatible transition between adjacent existing conventional single-family residential projects and provides a compatible transition for the extension of future conventional single-family projects into adjacent undeveloped areas.

**8.C Prohibited Uses.**

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

- (3) Any use deemed by the City Council as being detrimental to the health, safety or general welfare of the citizens of Stephenville.

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

**8.E Development Schedule.**

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

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

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

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

**8.I Approval Procedures.**

- (1) An application for development plan approval shall be filed with the Director of Community Development accompanied by a development plan.
- (2) The procedures for hearing a request for a zoning change to "PD" shall be the same as for a requested change to any other district as set forth Section 20 of the Zoning Ordinance.
- (3) Any substantive revision to a development plan between the public hearing before the Planning and Zoning Commission and the public hearing before the City Council shall necessitate the development plan being referred back to the Planning and Zoning Commission for review and evaluation unless the revision constitutes a minor change as provided below, or the change was condition of the approval.
- (4) Any revisions to the development plan after the public hearing before the City Council shall be submitted to the Director of Community Development for distribution, review and written evaluation by city staff prior to submission to and approved by the City Council.
- (5) Minor changes to an approved development plan, which will not cause any of the following circumstances to occur, may be authorized by the Director of Community Development or his or her designee:

- (a) A change in the character of the development;
  - (b) An increase in the gross floor areas in structures;
  - (c) An increase in the intensity of use;
  - (d) A reduction in the originally approved separations between buildings;
  - (e) Any adverse changes in traffic circulation, safety, drainage and utilities;
  - (f) Any adverse changes in such external effects on adjacent property as noise, heat, light, glare, vibration, height scale or proximity;
  - (g) A reduction in the originally approved setbacks from property lines;
  - (h) An increase in ground coverage by structures;
  - (i) A reduction in the ratio of off-street parking and loading space; and
  - (j) A change in the size, height, lighting or orientation of originally approved signs.
- (6) The decision of the Director of Community Development or his or her designee as to whether minor changes are being requested may be appealed to the Planning and Zoning Commission. Any change deemed not to be minor change, as indicated above, shall be processed as a new application in accordance with the provisions of this section and Section 20.1 of the Zoning Ordinance.

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

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

**8.K Conditions for Development Plan Approval.**

- (1) A development plan shall be approved only if all of the following conditions have been found during the review and process:
  - (a) That the uses will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values with the immediate vicinity;

- (b) That the establishment of the use or uses will not impede the normal and orderly development and improvements of surrounding vacant property;
  - (c) That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
  - (d) That the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
  - (e) That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
  - (f) That directional lighting will be provided so as not to disturb or adversely affect neighboring properties.
- (2) In approving a development plan, the City Council may impose additional conditions necessary to protect the public interest and welfare of the community.

**8.L Additional Conditions.** Every Planned Development District approved under the provisions of this Ordinance shall be considered as an amendment to the Ordinance as applicable to the property involved. In an approved Planned Development District, the City Council may impose conditions relative to the standard of development, and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District; and such condition shall not be construed as conditions precedent to the approval of the zoning amendment, but shall be constructed as conditions precedent to the granting of a certificate of occupancy.

**8.M Revocation.**

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

**FACTORS TO CONSIDER:**

- Compliance with Comprehensive Plan?
- Is application consistent with Plan?
- If not, have conditions changed or new information been offered to support change?
- Surrounding Zoning and Land Use
- Infrastructure Impacts
- Size and Location of Parcel - is land large enough and in proper location for proposed use?
- Reasonable Use of Property - does proposed change provide reasonable use of property?

- Zoning has great discretion - deny if applicant has not proven it is in the best interest of City to rezone

## ALTERNATIVES

- 1) Accept the recommendation from the Planning and Zoning Commission and approve the rezoning request.
- 2) Over-rule the recommendation of the Planning and Zoning Commission and deny the rezoning request.

**ZONING AMENDMENT APPLICATION**

Cowtown Properties,  
 LLC

**CITY OF STEPHENVILLE**

1. **APPLICANT/OWNER:** Troy Kunkel  
 First Name Last Name

**ADDRESS:** P.O. Box 12324 817-808-8769  
 Street/P.O. Box Phone No.  
Fort Worth Texas 76110  
 City State Zip Code

2. **PROPERTY DESCRIPTION:** 525 W Collins Street  
 Street Address

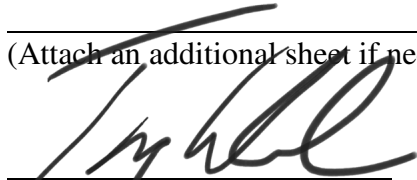
3. **LEGAL DESCRIPTION:** 1-2 6  
 Lot(s) Block(s) Addition

4. **PRESENT ZONING:** IND (Industrial)  
 Zoning District Title

**PROPOSED ZONING:** PD (Townhouse Land Use)  
 Zoning District Title

5. **APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:** \_\_\_\_\_  
The applicant is requesting a zoning change to propose a  
townhouse development. See attached concept plan.

(Attach an additional sheet if necessary)

  
 Signature of Applicant

July 23, 2021

Date

Signature of City Official Received

Date Received





**4 SIDE STUDIO**  
 ARCHITECTURE & VISUALIZATION  
 JOHNNY LIMONES, AIA, NCARB  
 P: 214.515.2106  
 E: info@4sidedstudio.com  
 W: www.4sidedstudio.com

**WASHINGTON & COLLINS TOWHOMES**  
 422 S. LILLIAN STREET  
 STEPHENVILLE, TEXAS



VINCINITY MAP

**PROJECT NOTES**

SITE AREA: xxxx SF  
 xxxx ACRE  
 BUILDING FOOT PRINT: xxxxx SF  
 LOT COVERAGE: xx%  
 BUILDING AREA (PER UNIT)  
 GROSS SF  
 LEVEL 1: 668 SF  
 LEVEL 2: 728 SF  
 LEVEL 3: 589  
 TOTAL GROSS: 1,984 SF  
 NET SF  
 LEVEL 1: 267 SF  
 LEVEL 2: 668 SF  
 LEVEL 3: 589  
 TOTAL NET: 1,523 SF

**NET AREAS**

| ROOM NAME               | LEVEL            | AREA    |
|-------------------------|------------------|---------|
| <b>T.O.C. 1ST FLOOR</b> |                  |         |
| GARAGE                  | T.O.C. 1ST FLOOR | 401 SF  |
| LEVEL 1                 | T.O.C. 1ST FLOOR | 267 SF  |
|                         |                  | 668 SF  |
| <b>2ND FLOOR</b>        |                  |         |
| BALCONY                 | 2ND FLOOR        | 60 SF   |
| LEVEL 2                 | 2ND FLOOR        | 668 SF  |
|                         |                  | 728 SF  |
| <b>3RD FLOOR</b>        |                  |         |
| LEVEL 3                 | 3RD FLOOR        | 589 SF  |
|                         |                  | 589 SF  |
| Grand total: 5          |                  | 1984 SF |

| SHEET INDEX |                          |
|-------------|--------------------------|
| #           | SHEET NAME               |
| A0.1        | COVER SHEET/ INDEX       |
| A0.2        | SCHEDULES/ CODE ANALYSIS |
| A0.3        | WINDOW/ DOOR SCHEDULE    |
| A1.1        | SITE PLAN                |
| A2.1        | FLOOR PLAN               |
| A2.2        | FLOOR PLAN               |
| A2.3        | FLOOR PLAN               |
| A2.4        | ROOF PLAN                |
| A3.1        | REFLECTED CEILING PLAN   |
| A3.2        | REFLECTED CEILING PLAN   |
| A3.3        | REFLECTED CEILING PLAN   |

| SHEET INDEX |                                 |
|-------------|---------------------------------|
| #           | SHEET NAME                      |
| A4.1        | FOUNDATION PROFILE              |
| A5.7        | WALL ASSEMBLIES                 |
| A6.1        | EXTERIOR ELEVATIONS             |
| A6.2        | EXTERIOR ELEVATIONS             |
| A7.1        | INTERIOR ELEVATIONS             |
| A8.1        | BUILDING SECTIONS               |
| A8.2        | STAIR DETAILS/ FLOOR ASSEMBLIES |
| A8.3        | DETAILS - PLAN                  |
| A8.4        | DETAILS - DOOR                  |
| A8.5        | DETAILS - WINDOW                |
| A8.6        | DETAILS - WINDOW FLASHING       |

| SHEET INDEX     |                       |
|-----------------|-----------------------|
| #               | SHEET NAME            |
| A8.7            | DETAILS - PENETRATION |
| A8.8            | DETAILS - ROOF        |
| A8.9            | DETAILS               |
| A8.10           | DETAILS               |
| A8.11           | DETAILS - T-BAR       |
| A9.1            | WALL SECTIONS         |
| A9.2            | WALL SECTIONS         |
| A10.1           | DETAILS               |
| A11.1           | PERSPECTIVE VIEWS     |
| Grand total: 31 |                       |

| SHEET INDEX |            |
|-------------|------------|
| #           | SHEET NAME |

# WASHINGTON & COLLINS TOWHOMES

PROJECT SCOPE  
 THIS IS A NEW CONSTRUCTION PROJECT

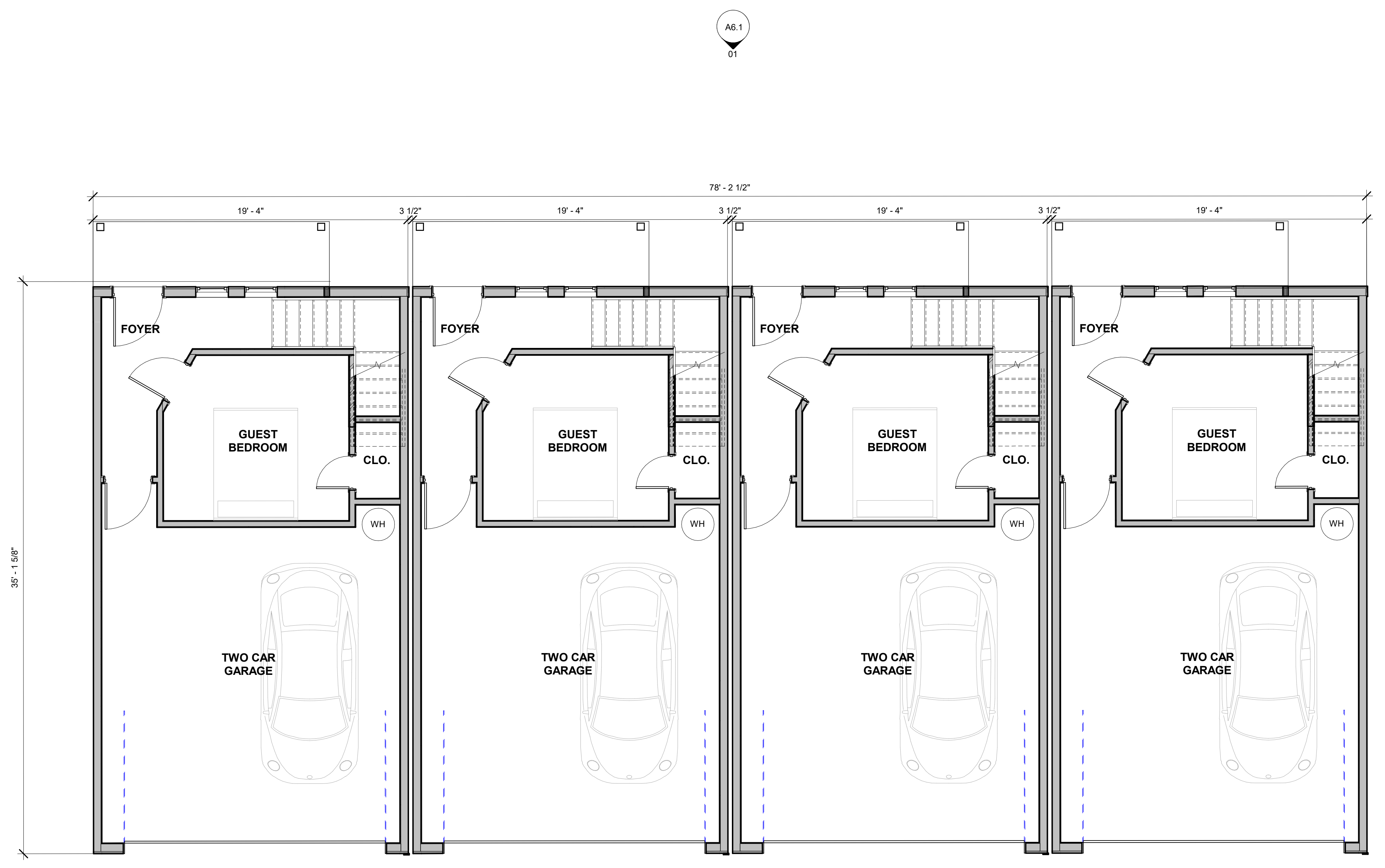
**ARCHITECT**  
 4 SIDE STUDIO LLC  
 10100 N. CENTRAL EXPY. SUITE 325  
 DALLAS, TX. 75231  
 CONTACT: JOHNNY LIMONES  
 P: 214.515.2106  
 E: INFO@4SIDESTUDIO.COM

**OWNER/ DEVELOPER**  
 SOLOMON'S ROCK LLC  
 CONTACT: TROY KUNKEL  
 P: 817.808.8769  
 E: TROYTCU@YAHOO.COM

**CIVIL ENGINEER**  
 MMA TEXAS  
 CONTACT: REECE FLANAGAN  
 ARLINGTON | BURLESON  
 P: 817.469.1671  
 E: RFLANAGAN@MMWTEXAS

NOTE:  
 PERSPECTIVES ARE CONCEPTUAL AND DO NOT  
 DEPICT FINAL PRODUCT.

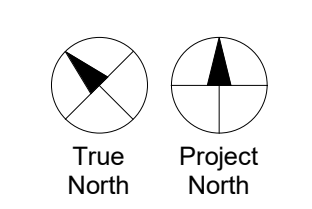
COVER SHEET/  
 INDEX  
**A0.1**



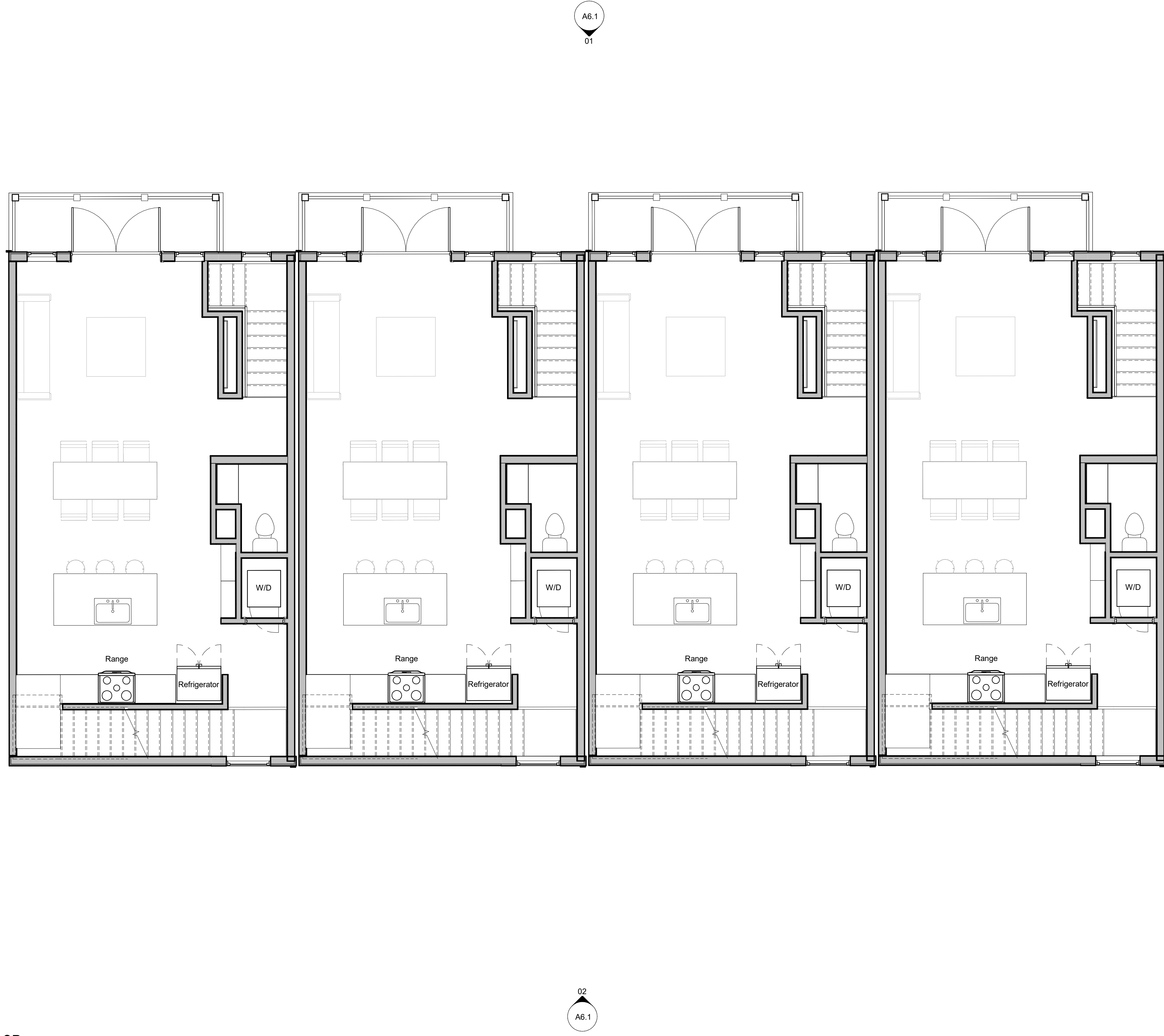
**01 1ST FLOOR**  
 SCALE: 1/4" = 1'-0"

**GENERAL NOTES**

1. ALL WORK TO CONFORM TO APPLICABLE BUILDING CODES REGULATIONS AND ORDINANCES HAVING JURISDICTION.
2. DO NOT SCALE DRAWINGS. ANY DISCREPANCY WITHIN THE DRAWINGS TO BE BROUGHT TO THE ATTENTION OF THE DESIGNER.
3. THESE DOCUMENTS ARE ABBREVIATED IN CONTENT. THE CONTRACTOR AND SUBCONTRACTORS ARE RESPONSIBLE FOR REVIEWING AND UNDERSTANDING SCOPE, SITE VISITS, AND ANY VERIFICATION OF SCOPE DETAILS, EXISTING CONDITIONS, ETC. PERTAINING TO SCOPE OF WORK SHOWN HERE.
4. OBTAIN ALL NECESSARY PERMITS, CERTIFICATES, INSPECTIONS, AS REQUIRED BY THE CITY AND OTHER GOVERNMENTAL AGENCIES HAVING JURISDICTION.
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6. DIMENSIONS ARE GENERALLY TO THE FACE OF STUD.
7. ALL WORK MUST BE DONE ACCORDING TO MANUFACTURER'S SPECIFICATIONS AND INDUSTRY STANDARDS.
8. THE STRUCTURAL ENGINEER MUST BE CONSULTED FOR ALL CONSTRUCTION DETAILS.
9. CONTRACTOR TO FIELD VERIFY BUILDING ELEVATIONS AND EXISTING UTILITIES.
10. VERIFY CLEARANCES ARE REQUIRED FOR ALL EQUIPMENT.
11. BEFORE PROCEEDING WITH ANY WORK OR ORDERING ANY MATERIAL, THE CONTRACTOR AND/OR SUBCONTRACTOR SHALL VERIFY ALL MEASUREMENTS AND LOCATIONS OF BUILDING COMPONENTS AND THEIR INTERRELATIONSHIP AT THE BUILDING SITE, AND SHALL BE RESPONSIBLE FOR THEIR CORRECTNESS.
12. CONTRACTOR AND/OR SUBCONTRACTOR IS ULTIMATELY RESPONSIBLE FOR VERIFYING AND MAKING ADJUSTMENTS TO ANY DISCREPANCIES BETWEEN THE PLANS AND THE BUILDING SITE.
13. ALL STAIRS TO BE MAX RISER HEIGHT OF 7 3/4" AND MIN. TREAD DEPTH OF 10"



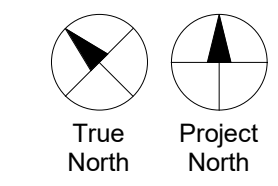




**01 2ND FLOOR**  
 SCALE: 1/4" = 1'-0"

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4 SIDE STUDIO  
ARCHITECTURE & VISUALIZATION  
JOHNNY LIMONES, AIA  
P: 214.515.2106  
E: info@4sidedstudio.com  
W: www.4sidedstudio.com

WASHINGTON & COLLINS TOWHOMES  
422 S. LILLIAN STREET  
STEPHENVILLE, TEXAS

FLOOR PLAN

A2.3

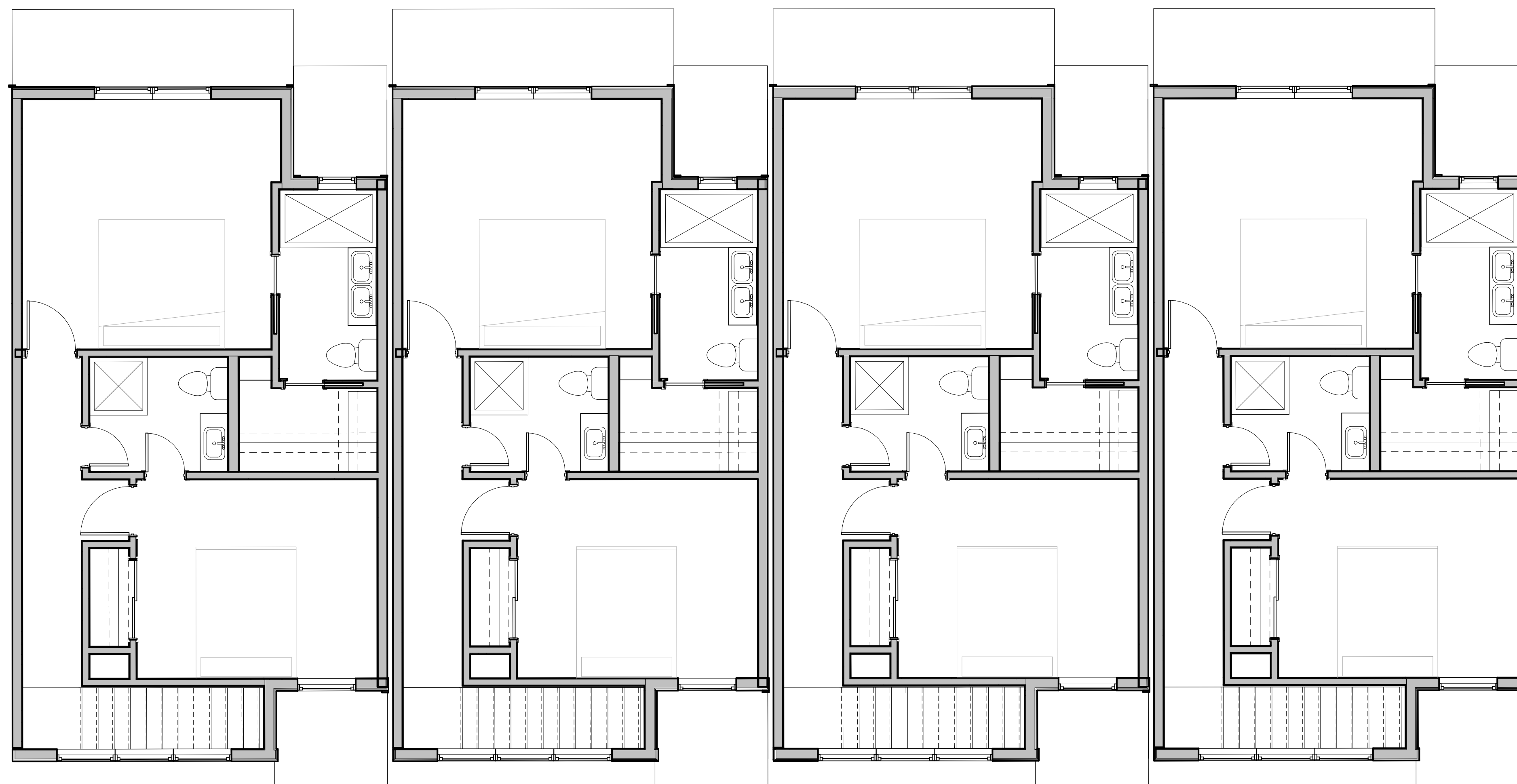
Project # 01  
Scale As Ind.

A6.1  
01

A6.2  
01

02  
A6.2

02  
A6.1



01 3RD FLOOR  
SCALE: 1/4" = 1'-0"

**GENERAL NOTES**

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02 REAR ELEVATION  
 SCALE: 3/16" = 1'-0"



01 FRONT  
 SCALE: 3/16" = 1'-0"



02 RIGHT ELEVATION  
SCALE: 3/16" = 1'-0"



01 LEFT ELEVATION  
SCALE: 3/16" = 1'-0"



RESIDENTIAL DESIGNER  
4 SIDE STUDIO, LLC.  
JOHNNY LIMONES  
214.515.2106  
info@4sidestudio.com  
www.4sidestudio.com

WASHINGTON & COLLINS TOWHOMES  
422 S. LILLIAN STREET  
STEPHENVILLE, TEXAS



PERSPECTIVE  
VIEWS

A11.1

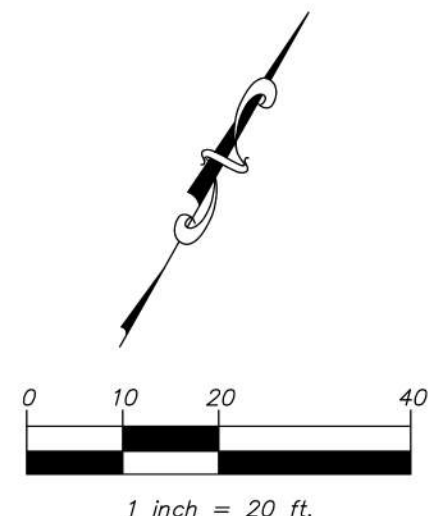




VICINITY MAP

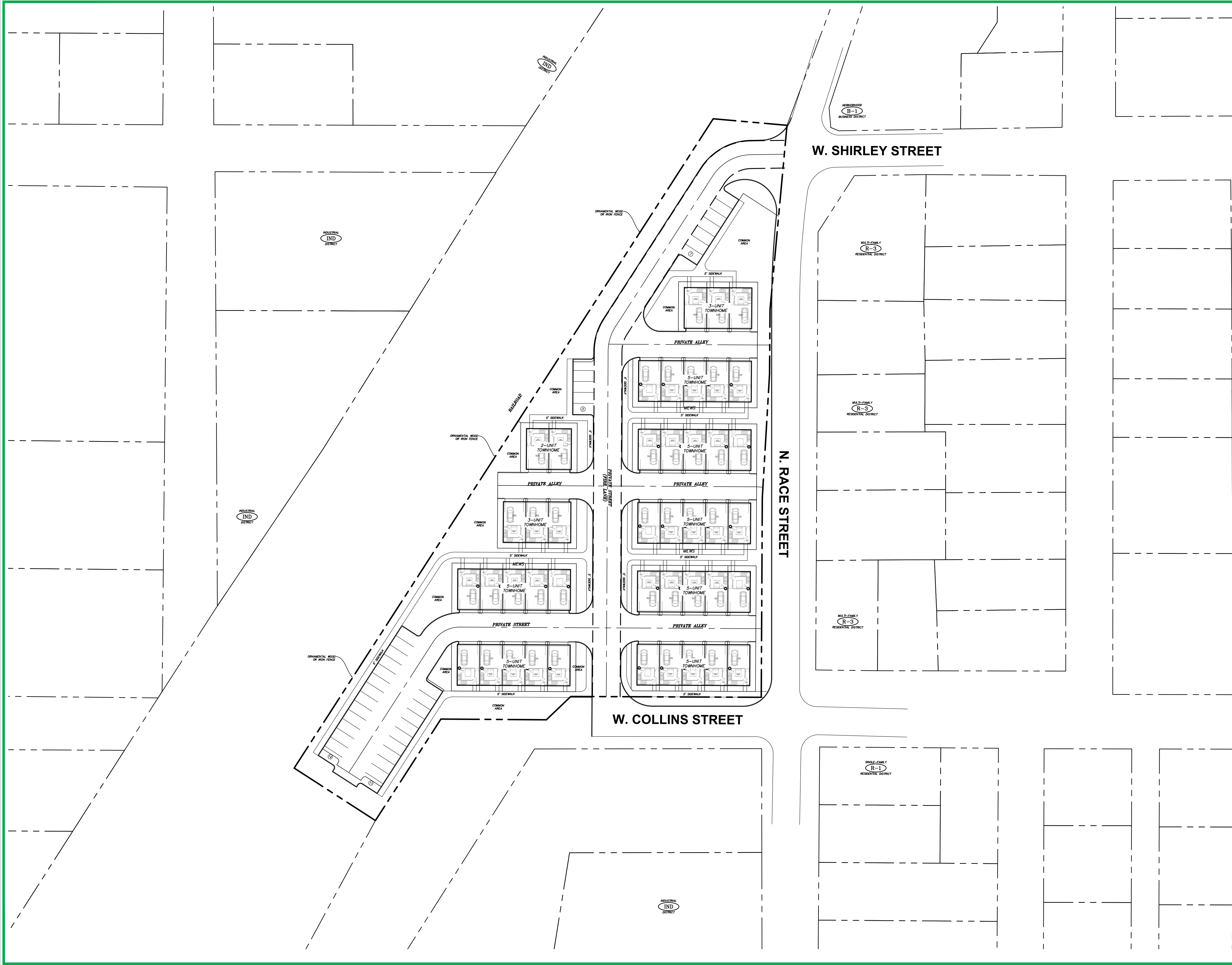
| SITE DATA                          |                        |
|------------------------------------|------------------------|
| CURRENT ZONING                     | I                      |
| PROPOSED ZONING                    | PD                     |
| TOTAL SITE AREA                    | 115,419 SQFT / 2.62 AC |
| COMMON AREA                        | 28,186 SQFT / 0.65 AC  |
| DENSITY                            | 16 UA                  |
| DEVELOPMENT STANDARDS              |                        |
| MINIMUM FLOOR AREA (SF)            | 1,500 SF               |
| MINIMUM LOT AREA (SF)              | 800 SF                 |
| MINIMUM LOT WIDTH                  | 20'                    |
| MINIMUM LOT DEPTH                  | 40'                    |
| MINIMUM FRONT SETBACK              | 3'                     |
| MINIMUM REAR SETBACK               | 3'                     |
| MINIMUM INTERIOR SIDE YARD SETBACK | 0'                     |
| MINIMUM EXTERIOR SIDE YARD SETBACK | 5'                     |
| LAND USE SUMMARY                   |                        |
| LOT TYPE                           | LOT #                  |
| TOWNHOME LOT                       | 43                     |
| PRIVATE ACCESS LOT                 | 1                      |
| OPEN SPACE LOT                     | 4                      |
| PROVIDED PARKING                   |                        |
| RESIDENT PARKING                   | 86                     |
| GUEST PARKING                      | 37                     |
| TOTAL PARKING                      | 123                    |

SITE PLAN  
855 WASHINGTON - TOWNHOMES  
STEPHENVILLE, TX



**m|ma**  
civil engineering surveying landscape architecture planning  
telpels registration number: f - 2759  
telpels registration/license number: 10088000  
519 east border  
arlington, texas 76010  
817-469-1671  
fax: 817-274-8757  
www.mmatexas.com  
07/28/2021 SHEET 2 OF 2

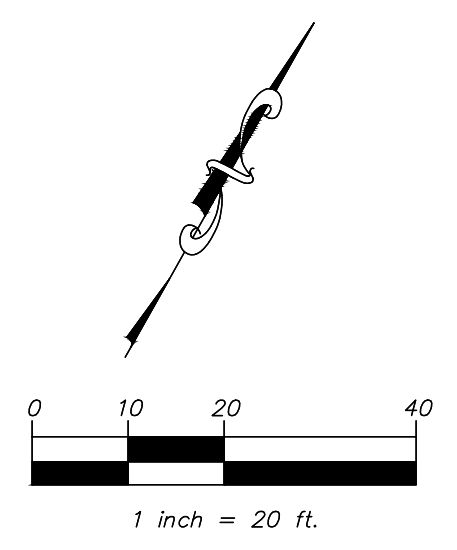




VICINITY MAP

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|------------------------------------|------------------------|
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**SITE PLAN**  
855 WASHINGTON - TOWNHOMES  
STEPHENVILLE, TX



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07/28/2021 SHEET 2 OF 2

PLOTTED BY: LUNA LUNA DATE: 8/23/2021 10:41 AM PATH: P:\3902-00-01-000 Planning & Zoning\Design\855-Washington\Site Plan.dwg

## Planned Development Standards

### Section I: Introduction.

In addition to applicable provisions of the City of Stephenville Zoning Ordinance, the Property, being within this Planned Development (PD) zoning district as created hereby, shall be used in compliance with the following development and performance standards (the “Standards”):

In the event of a conflict between this PD and or the Zoning Ordinance and or any other City ordinance imposing zoning regulations, this PD shall control. Any topic of regulation not addressed by this PD shall be governed by the Zoning Ordinance or other applicable development regulations of the City.

The Property consists of tracts defined as:

- A. A 2.662 acre tract of land situated in the John Blair Survey, Abstract No. 32, being all of Lots 1 and 2, Block 6, Shapard and Collins Addition, an addition to the City of Stephenville, Erath County, Texas, according to Kings 1956 map of Stephenville, adoption and dedication thereof, as recorded in Volume 381, Page 105, deed records, Erath County, Texas, said Lots 1 and 2, Block 6 being shown on pages 787 & 788 of said map, and being a portion of the Atchison, Topeka and Santa Fe railroad right-of-way lying between blocks 5, 6, 7, 8 and 9 of said Shapard and Collins addition, and being all the land as described in the deed to Cowtown Properties, LLC as recorded in county clerk’s document number 2021-05092.

### Section II: Zoning and Land Uses.

The current zoning district for all 2.662 acres is Industrial. The proposed development is requesting to change to a Planned Development (PD) District. This Planned Development is intended to provide for a medium-density development of 43 single-family attached dwelling units with a density of 16 units per acre. This zoning district will ensure existing neighborhood character is maintained while also serving to support compatibility between single-family neighborhoods and higher-intensity nonresidential uses.

- A. **Principal Uses:** No land shall be used, and no building shall be erected or converted to any use other than the following:
  1. Single-family residence – attached and detached.
  2. Open Space.
  3. Retail and Commercial.



### **Section III: Residential Design and Requirements.**

#### **A. Residential Requirements.**

1. Building Setbacks
  - a. Minimum Front Setback – 3 feet.
  - b. Minimum Rear Setback – 3 feet.
  - c. Minimum Interior Side Yard Setback – 0 feet.
  - d. Minimum Exterior Side Yard Setback – 5 feet.
2. The attached dwelling units shall have a minimum size of 1,500 square feet.
3. The lots shall be a minimum of 800 square feet.
4. The lots shall have a minimum lot width of 20 feet.
5. The lots shall have a minimum lot depth of 40 feet.

#### **B. Residential Building Design.**

1. Maximum building height shall be three (3) stories or an overall height of 38'-6" feet per the approved elevation.
2. The structures will be separated by no less than ten (10) feet.

#### **C. Residential Landscaping.** Landscape design will enhance the character of the architecture and create an atmosphere that promotes a comfortable connection of the built environment to the natural environment.

1. A minimum of 10,000 square feet of privately maintained open space shall be provided within the development, exclusive of the private yards provided for individual dwelling units.
3. A minimum of one, three-inch caliper tree per unit is required to be planted throughout the development.
4. Approved landscape plan must be maintained to the design as approved with replacement of dead material required or improved upon as alternative equivalent compliance. The irrigation system and routine trimming of plant material must be maintained in a healthy, living, and growing state, and be irrigated by an automatic irrigation system.

#### **D. Screening and Fencing.**

1. Fencing along the west boundary shall be a six-foot-tall ornamental iron or wood fence.
2. The refuse facilities shall be architecturally compatible in design to the primary buildings on site using common colors and building materials.

#### **E. Building Materials.**

1. **Applicability of Other Design Standards.** The design standards in these PD Regulations are the exclusive design standards applicable to the Property.
2. **Approved Building Materials.** In the context of approved building materials, a façade does not include doors, fascia, windows, chimneys, dormers, window box-outs, bay windows, soffits, and eaves.
  - i. The building façade shall consist cementitious fiber board or an equivalent, permanent architecturally finished material with a minimum 30-year warranty period.
  - ii. A maximum of 15 percent of a façade may include accent materials not listed above, except that aluminum siding, vinyl siding, unfinished concrete block, reflective glass is prohibited.
3. **Roofing Design.**
  - a. Each single-family attached home will have a minimum of 30-year dimensional shingle, tile, or metal roof.
4. **Design Features for Residential Buildings.**
  - a. Windows are required on all elevations. On public street facing façades, windows and doors shall cover a minimum of 10 percent of the elevation.
  - b. A minimum of three of the following design features are required on the exterior of each residential building:
    - i. Dormers;
    - ii. Gables;
    - iii. Recessed entries;
    - iv. Balconies;
    - v. Covered front porches;
    - vi. Varied roof heights; and
    - vii. Coach or sconce lights.

#### **Section IV: Parking and Access Requirements.**

**A. Parking.**

1. Each residential dwelling unit shall provide a minimum of two (2) enclosed parking spaces within an attached garage.
2. Additionally, a minimum of .50 spaces per dwelling unit will be provided throughout the community.
3. All designated parking spaces shall be a minimum of 9.5 feet wide by 18 feet in length.

**B. Access.**

1. The property will have two points of access: one from Race Street and one from Collins Street.

**Section V: Considerations.**

**A. Comprehensive Plan**

1. The proposed redevelopment of the property will remove the former pallet recycling center and be a much more desirable use. Residential land uses exists directly east and to the south. The community will serve as good buffer from existing single-family homes and railroad.

**B. Infrastructure**

1. Water and sewer available to the site and we are not aware of infrastructure issues in area. Adequate infrastructure will be provided to serve development.



## STAFF REPORT

**SUBJECT:** Discussion of Sign Regulations relating to Murals – Chapter 154

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

### BACKGROUND:

A recent application for a mural is subject to denial based on the regulations prescribed by Chapter 154.

The Development Services Committee reviewed the sign regulations relating to murals on August 31, 2021. The Committee, by unanimous vote, agreed that the 10% limitation relating to words/symbols for mural signs be removed and that the off-premise content be limited to 15% of the total sign area.

The Planning and Zoning Commission convened on October 20, 2021 for a Public Hearing. The Commission, by unanimous vote, recommended the City Council approve the recommended revisions.

Applicable portions of Section 154.12 relating to Murals are provided below:

A mural sign is defined as “a wall sign that is a part of a graphic displayed on the exterior of a building, generally for the purposes of decoration or artistic expression, including but not limited to a painting, fresco, or mosaic.”

An off-premise sign is defined as “a sign that directs attention to a business, profession, activity, commodity, service, or entertainment other than one conducted, sold, or offered upon the premises where such sign is located.”

#### **12-35 Mural sign.**

(a) *Location.*

- (1) Signs must be premises signs.
- (2) Signs shall be painted directly on the surface of the building.

(b) *Area.* Maximum 100 percent of the area of the building elevation on which it is painted. Words and/or symbols may only be ten percent of the size of the entire mural.

(c) *Number of signs.* One per building structure

Section 154.12-12 provide the process for variance requests:

#### **12-12 Variances.**

- (a) Variance authorized. The Board of Adjustment (BOA) may authorize a variance to any restriction set forth in this chapter, including, but not limited to, the number, type, area, height or setback of signs, or any other aspect involved in the sign permitting process.
- (b) Approval standards. In granting any variance, BOA shall consider the following criteria and shall grant the variance only if:

- (1) Special conditions exist which are peculiar to the land, structure or building involved and are not applicable to other lands, buildings or structures in the same vicinity. The city may attach such conditions to granting all or a portion of any variance necessary to achieve the purpose of this chapter; and
- (2) The strict interpretation of the provisions of the chapter would deprive the applicant of rights commonly enjoyed by other properties in the vicinity under the terms of the chapter; and
- (3) The special conditions and circumstances do not result from the actions of the applicant and such conditions and circumstances do not merely constitute pecuniary hardship or inconveniences; and
- (4) Granting the variance will meet the objectives of the chapter and not be injurious to the adjoining property owners or otherwise detrimental to the public welfare; and
- (5) The request will be the minimum variance necessary to alleviate the special hardship or practical difficulties faced by the applicant in meeting the requirements of this chapter; and
- (6) Granting of the variance will be in harmony with the spirit and purpose of this chapter.
- (7) In granting special exceptions under this section, the Board of Adjustment may impose such conditions as are necessary to protect adjacent property owners and to ensure the public health, safety and general welfare, including but not limited to conditions specifying the period during which the nonconforming use may continue to operate or exist before being conformed to the standards of the Zoning Ordinance.

*Howdy!* from the *Heart* of

# BERNARD County

Sponsored by:

- X-TREME TEAM ROPING
- Hall of Fame
- The Show
- Easter Treat & Air
- Hard Eight
- COOPER'S
- CAPITAL MATTERS
- SMITH GARAGE DOORS
- CORE CONTRACTORS LLC
- Lovell Lawn & Landscape, Inc.
- Quality PRINTING

MURAL BY: LaurenBelancos.com



## COMMITTEE REPORT

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**REPORT TYPE:** Tourism and Visitors Bureau Committee Report

**MEETING:** October 19, 2021

**Present:** LeAnn Durfey; Chair, Brandon Huckabee, Alan Nix, Brady Pendleton

**Absent:**

**DEPARTMENT:** Tourism and Visitors Bureau

**STAFF CONTACT:** Julie Smith

### DISCUSS CHRISTMAS DECORATIONS FOR DOWNTOWN AREA

LeAnn Durfey presented the rental of four Christmas photo pod decorations for downtown. After a brief discussion, all committee members were in favor in moving forward.





## COMMITTEE REPORT

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**REPORT TYPE:** Development Services Committee Report

**MEETING:** October 19, 2021

**Present:** Brandon Huckabee, chair; Gerald Cook, Ricky Thurman, Daron Trussell

**Absent:**

**DEPARTMENT:** Development Services

**STAFF CONTACT:** Steve Killen

### DISCUSSION OF SUBDIVISION REQUIREMENTS WITHIN THE CITY'S EXTRA TERRITORIAL JURISDICTION (ETJ)

Discussion was held regarding amending the Subdivision Ordinance in regard to the requirement that the subdivision ordinance applies within the Extra Territorial Jurisdiction of the City of Stephenville. After discussion was held the committee voted 3-1 to recommend to council amending the subdivision ordinance to remove the requirements of the subdivision ordinance within the ETJ.



## STAFF REPORT

**SUBJECT:** Discussion of Subdivision Requirements within the City's Extra Territorial Jurisdiction (ETJ)

**DEPARTMENT:** Development Services – November 2, 2021

**STAFF CONTACT:** Steve Killen, Director

### RECOMMENDATION:

On October 19, 2021, the Development Services Committee, by a vote of 3 to 1, recommended that the City Council revise the subdivision ordinance repealing the provision which makes Chapter 155 applicable to properties within the City's ETJ.

### BACKGROUND:

In 2019, during the 86<sup>th</sup> Legislature, H.B. 347 became a reality and consequently, the city's ability to annex property in its ETJ was greatly reduced. Most annexations now require the property owner's request/consent.

Chapter 155, the Subdivision Ordinance, is applicable to any property being developed in the ETJ with exception to those properties that are in excess of five acres. These requirements, without the ability to annex, place significant burdens on potential developments due to the improvements that must occur.

#### **Sec. 155.1.09. Extraterritorial jurisdiction (ETJ).**

- A. *Subdivision Regulations Extend into the ETJ.* Subdivision Regulations as they now exist or may hereafter be amended, are hereby extended to all of the area lying within the extraterritorial jurisdiction of the City and the rules and regulations within said Subdivision Regulations governing Plats and Subdivision of land shall be applicable to such area within said extraterritorial jurisdiction from and after the date of final passage of this Subdivision Ordinance.
- B. *Subdividing.* No person shall subdivide or plat any tract of land into two or more parcels of land within the extraterritorial jurisdiction of the City except in conformity with the provisions of this Subdivision Ordinance.

### FISCAL IMPACT SUMMARY:

The consideration of repealing the requirement of Chapter 155 affecting properties in the ETJ may result in increased development opportunities, although below the standards of those developments that occur within the city limits.

Please note, the repeal or revisions to the requirements of properties located in the ETJ may necessitate updating the interlocal agreement currently in place with the County.





## COMMITTEE REPORT

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**REPORT TYPE:** Personnel Committee Report

**MEETING:** October 26, 2021

**Present:** Ricky Thurman, chair; Gerald Cook, LeAnn Durfey, Daron Trussell

**Absent:**

**DEPARTMENT:** Administration

**STAFF CONTACT:** Allen Barnes, City Manager

### 2021 SALARY SURVEY

Ricky Thurman, chair, presented the committee with a preliminary salary survey that he had completed. He explained that this was a rough draft and meant to be a starting point for discussion. No action taken.



# COMMITTEE REPORT

**REPORT TYPE:** Public Health and Safety Committee Report

**MEETING:** October 19, 2021

**Present:** Brady Pendleton, Chair, LeAnn Durfey, Justin Haschke, Daron Trussell

**Absent:** None

**DEPARTMENT:** Police

**STAFF CONTACT:** Dan M. Harris, Jr.

## HEADER TITLE 1:

Stephenville Police Department Captain James Gresham presented the 2021-2022 SPD School Resource Officer (SRO) Memorandum of Understanding (MOU) with Stephenville ISD for approval. The Public Health and Safety Committee voted unanimously to forward the MOU to council for approval.

## HEADER TITLE 2:

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## HEADER TITLE 3:

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## HEADER TITLE 4:

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## MEMORANDUM OF UNDERSTANDING

### City of Stephenville and Stephenville Independent School District for the School Resource Officer

#### I. Purpose

The purpose of this Memorandum of Understanding is to document the respective roles and responsibilities of the City of Stephenville (the City) and the Stephenville Independent School District (the School District) regarding the hiring, equipping, supervising, housing, and other logistical considerations for School Resource Officers (SROs) assigned to the School District.

The mission of the School Resource Officer program is to place community policing officers in designated schools within the School District to build working relationships with schools, students, and parents; to address on-site security; to combat school violence; to provide drug abuse and crime prevention education; to serve as positive role-models for students; and to provide a direct link with the police department.

#### II. City of Stephenville Responsibilities

The City, through its police department, will be responsible for the following:

1. Providing 2 sworn police officers for service as School Resource Officers on the school campuses designated by the School District. Providing equipment and supplies including, but not limited to, uniforms and a police radio, and other such equipment as required for performance of their duties.
2. Selection of Personnel. In the event of an SRO vacancy the police department will create and implement a selection process involving members of the department, school district and members of the community as appropriate. The Chief of Police has the final say in personnel selections.
3. School Resource Officer Duties. SROs will perform law enforcement duties for the school district on designated campuses that include protecting the safety and welfare of persons, protection of school property and building positive relationships with students, parents and school district personnel. SROs will not engage in duties associated with routine student discipline and school administrative tasks. The district and department will create and agree on a specific document that outlines SRO duties. See **Appendix 1 SRO JOB DESCRIPTION, RESPONSIBILITIES AND DUTIES**.
4. Keeping the School District informed, as appropriate, of any changes to federal and state laws, as well as case law, which may affect the School Resource Officer Program.
5. Notifying promptly the School District of anticipated changes in funding, personnel assignments, or performance issues related to the School Resource Officer.
6. Allowing School District participation in the development of SRO utilization strategies.

7. Documenting the activities and achievements of the SRO with periodic progress reports.
8. Preparing an annual evaluation of each SRO, with input from school district officials, prior to the start of the school year.
9. Providing one SRO as a K9 handler on school campuses designated by the School District, who will be certified as a K9 handler and be responsible for having a Police Canine (K9) assigned to them and all responsibilities associated with that type of assignment as directed by Stephenville Police Department General Order 8.8, Police Canine Operations.
10. Providing one marked patrol vehicle for each SRO including one that will be equipped for police canine operations.
11. Ensure that all necessary and required training for K9 handler and Police Canine are accomplished successfully and that all required certifications are maintained.

### **III. Stephenville Independent School District Responsibilities**

The School District will be responsible for the following:

1. Providing office space with appropriate furnishings on the respective campuses for use by SROs.
2. All personnel costs related to the employment of SROs assigned to the school district.
3. All costs related to the purchase of Police Canine (K9).
4. All costs related to initial training and certification of Police Canine (K9) and K9 handler.
5. All costs related to equipment for Police Canine (K9) including but not limited to kennels, bowls, leashes, and other related items.
6. All costs related to equipment and up-fitting of marked police vehicle with necessary K9 equipment.
7. All recurring costs related to care of Police Canine (K9) including but not limited to food, preventative veterinary care, and emergency veterinary care for the service life of Police Canine (K9).
8. Providing routine administrative support (e.g. telephone and in-building paging/answering service) and office supplies to SROs while on campus.
9. Including SROs in school staff meetings relevant to the SRO mission.
10. Permitting SROs adequate time to complete necessary in-service training, professional development and training requirements to maintain SROs' peace officer certifications.
11. Notifying the City of changes in the number of student days in a school year.



12. To establish and follow written procedures for referring police involvement;
13. To train District staff in accordance with the procedures outlined herein as well as existing district policies involving student health and safety; and
14. To cooperate with and support the SRO and the City Police Department in a proactive manner to ensure that the SRO program meets the expectations of the District, City Police, students, parents and community.
15. Saving and holding harmless the City and its employees, from all liability, of any nature, including costs, and expenses for, or on account of, any claims, audit exceptions, demands, suits, or damages of any character whatsoever resulting from injuries or damages sustained by students and their property or School District personnel and property, resulting in whole or part from the performance or omission of any employee, agent, or representative of the City.

**IV. The School District and City agree to the following general provisions:**

1. The agreement is subject to audit at any time within three years of the termination of this MOU and thereafter as provided by law to determine that services were proper and the billings were correct.
2. This MOU and any addendums signed by both parties are the entire agreement between the parties. Any changes, deletions, extensions, or amendments to this MOU shall be in writing and signed by both parties. Any other attempted changes, including oral modifications, written notices that have not been signed by both parties, or other modifications of any type, shall be invalid.
3. Providing supervision and employee administrative support to School Resource Officers including work schedules, continuing education, pay administration, and the like.
4. This MOU is subject to the availability of local, state, and/or federal funds. If funds are not available or if available funding is reduced, written notice of termination, payment suspension, or funding reduction will be provided by either affected party.
5. In the event either party fails to perform in accordance with the provisions of this MOU, the other party may, upon 30 days' written notice, terminate the MOU in whole or in part.
6. In the event notice of termination is given, all work by the City shall cease on the effective date of the termination. The City shall be paid for all work performed prior to the notice of termination in accordance with the terms of the MOU. Final invoices shall be submitted to the School District no later than 30 days following the date of termination of this contract.
7. If any provision of this Agreement is held to be invalid, void, or unenforceable, the remaining provisions hereof will not be affected or impaired, and such remaining provisions will remain in full force and effect.
8. Billing Period: Annually, September 1<sup>st</sup> through August 31<sup>st</sup>.

- 9. Failure to enforce any provision of the MOU does not constitute a waiver of that provision, or any other provision, of the contract.
- 10. This MOU and any addendums signed by both parties represents the entire agreement between the parties.
- 11. This agreement will undergo an annual review to adjust, as necessary, any over- or under-payments by the School District. These adjustments will be reflected in the subsequent year's invoice for SRO services.
- 12. School District understands and agrees that all SROs assigned to the school district will be employees of the City of Stephenville and subject solely to the control of the City of Stephenville. While the School District and the City will consult with each other as to the most effective use of the SRO, ultimate authority as to the disposition, placement, use, discipline and all other matters relating to employment of SROs will be with the City.

**V. SRO Continuation Plan**

The City and School District agree to continue the SRO program. The School District will reimburse the City for the SRO's salary and benefits.

**VI. MOU Period**

This agreement is for a period of one year from August 8<sup>th</sup>, 2021 to August 7<sup>th</sup>, 2022, or upon 90 days' written notification by either party requesting that the agreement should be reviewed. For purposes of the agreement, the contacts are Superintendent, Stephenville ISD, and Chief of Police, Stephenville Police Department.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the xx day of October, 2021.

CITY OF STEPHENVILLE

\_\_\_\_\_  
Doug Svien, Mayor

Attest:

\_\_\_\_\_  
Staci L. King, City Secretary

STEPHENVILLE INDEPENDENT SCHOOL DISTRICT

*Kelly Magin*  
\_\_\_\_\_  
, Superintendent





## COMMITTEE REPORT

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**REPORT TYPE:** Finance Committee Report

**MEETING:** October 19, 2021

**Present:** Justin Haschke, Brandon Huckabee, Brady Pendleton, Ricky Thurman

**Absent:**

**DEPARTMENT:** Fire Department / Administration

**STAFF CONTACT:** Robert Isbell / Jason King

### **PURCHASE OF PRE-OWNED AMBULANCE**

Fire Chief Robert Isbell recommended the purchase of a pre-owned ambulance to bolster the reserve ambulance fleet. Due to unforeseen incidents, the current fleet is below numbers to maintain frontline unit's service. Siddons/Martin apparatus loaned the fire department a 2010 pre-owned ambulance. This ambulance is available for purchase for \$20,000 dollars. The loan agreement expires on October 29th.

The Finance Committee unanimously voted to make a positive recommendation to Council.

### **DISCUSS RENTAL OF ADDITIONAL OFFICE SPACE**

Committee discussed the rental of additional office space. No action taken.



## STAFF REPORT

**SUBJECT:** Monthly Budget Report for the period Ending September 30, 2021

**DEPARTMENT:** Finance

**STAFF CONTACT:** Monica Harris

### BACKGROUND:

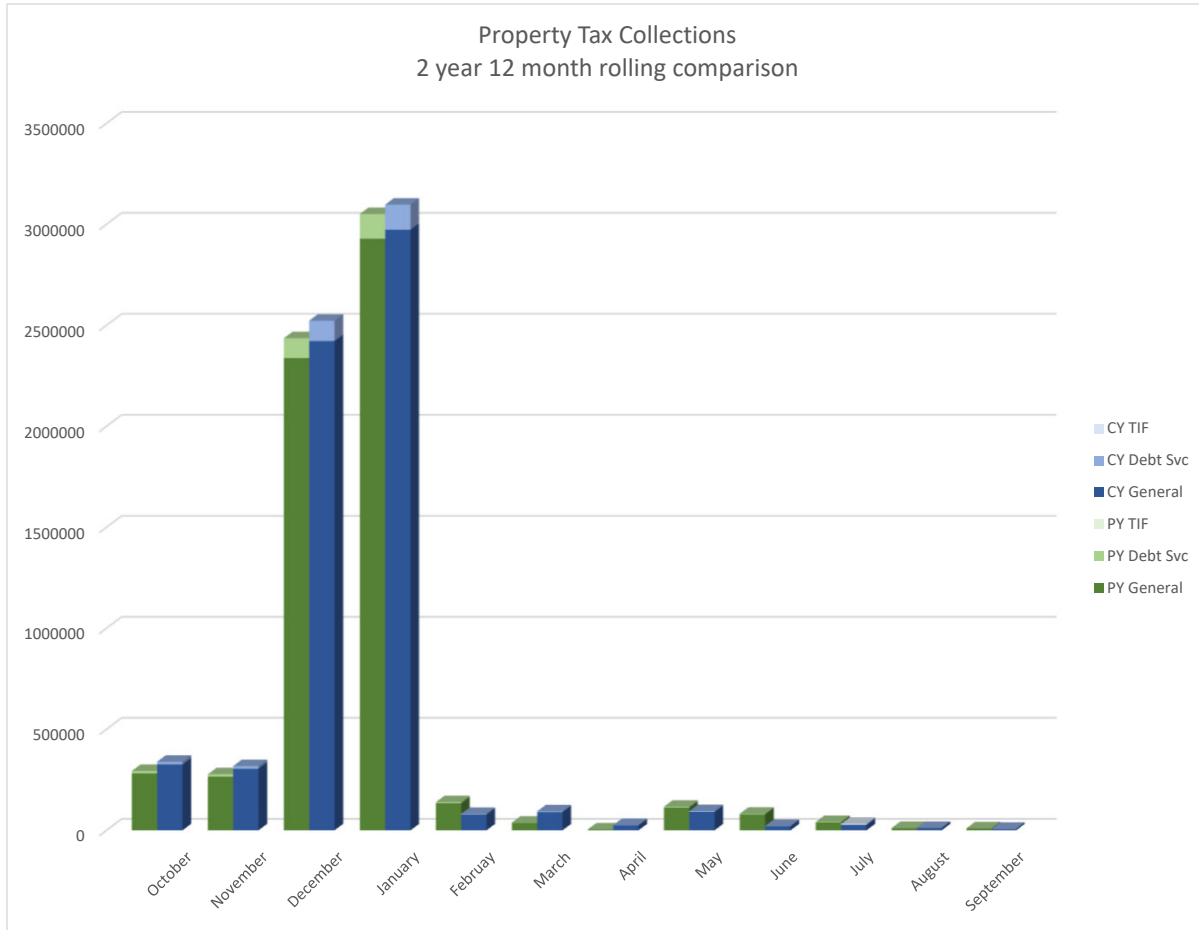
In reviewing the financial statements ending September 30, 2021, the financial indicators are as or better than anticipated.

- **Property Tax**  
We received \$7K in property taxes in the month of September, resulting in \$143K or 2.19% increase over funds collected through last September. The \$6.65 million collected fiscal year to date is 99.94% of budget, which is .06% or \$4,096 less than anticipated.
- **Sales Tax**  
We received \$593K in sales tax in September, resulting in \$1.2 million or 19.29% more than the funds collected through last September. The \$7.5 million collected fiscal year to date is 20.64% or \$1,288,266 more than \$6.24 million budgeted.
- **Revenue (Budgetary comparison)**  
The target budget for operating revenue is \$29.3 million. We received \$29.3 million in revenue fiscal year to date, resulting in \$1,254 under the target budget due to property taxes.
- **Expenditures (Budgetary comparison)**  
The target budget for operating expenditures is \$21.9 million. We expended \$20.2 million fiscal year to date, resulting in \$1.7 million under the target budget.
- **Revenue (Prior year comparison)**  
Operating revenue received last year was \$27.9 million as compared to the current year's \$29.3 million, resulting in a \$1.4 million increase due to property tax, sales taxes, and service charges.
- **Expenditures (Prior year comparison)**  
Operating expenditures last year were \$19.4 million as compared to the current year's \$20.2 million, resulting in a \$770K increase due to costs associated with COVID-19 prevention, damage claims, wages, recreation supplies, professional fees, special events, tournament expenses, credit card fees, maintenance, advertising, Moo-la fest and gateway planning.
- **Investments**  
The total market value of cash and investments on September 30, 2021 was \$45,313,838. This is allocated 1% in demand accounts, 38% in TexStar investment pool, and 61% in TexPool investment pool.

We earned \$2,111.05 in interest for the quarter. The average yield to maturity for all account types for the quarter was 0.03%. The average yield to maturity for investment accounts for the quarter was 0.02%. The average yield to maturity for a 3-month treasury bill for the quarter was .05%.



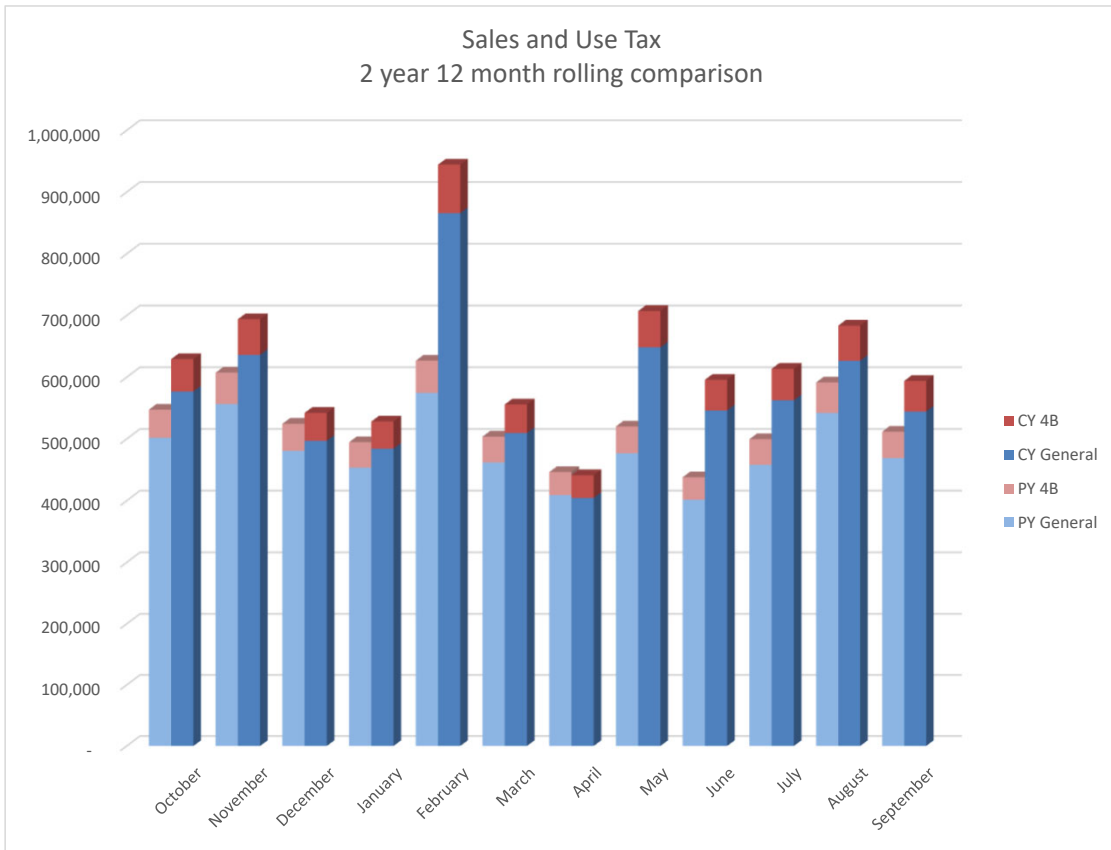
### City of Stephenville



| Month                | General Fund | Debt Svc         | Total     | Month                | General Fund | Debt Svc         | TIF   | Total     |
|----------------------|--------------|------------------|-----------|----------------------|--------------|------------------|-------|-----------|
| Oct-19               | 281,652      | 11,982           | 293,634   | Oct-20               | 325,732      | 13,700           | -     | 339,432   |
| Nov-19               | 265,777      | 11,255           | 277,032   | Nov-20               | 304,970      | 12,804           | -     | 317,774   |
| Dec-19               | 2,337,593    | 98,214           | 2,435,807 | Dec-20               | 2,421,750    | 100,945          | -     | 2,522,695 |
| Jan-20               | 2,928,631    | 122,287          | 3,050,918 | Jan-21               | 2,973,159    | 123,936          | -     | 3,097,096 |
| Feb-20               | 133,573      | 5,889            | 139,461   | Feb-21               | 78,158       | 3,268            | -     | 81,427    |
| Mar-20               | 36,684       | 1,632            | 38,315    | Mar-21               | 90,202       | 3,822            | -     | 94,024    |
| Apr-20               | 4,688        | 163              | 4,851     | Apr-21               | 24,696       | 1,064            | -     | 25,760    |
| May-20               | 112,150      | 4,518            | 116,668   | May-21               | 90,794       | 3,893            | -     | 94,687    |
| Jun-20               | 79,259       | 3,379            | 82,637    | Jun-21               | 20,314       | 1,266            | -     | 21,580    |
| Jul-20               | 39,473       | 2,238            | 41,712    | Jul-21               | 27,201       | 1,304            | 3,789 | 32,294    |
| Aug-20               | 11,762       | 824              | 12,585    | Aug-21               | 11,946       | 476              | -     | 12,422    |
| Sep-20               | 9,736        | 485              | 10,222    | Sep-21               | 7,059        | 300              | -     | 7,359     |
| 12 month total       |              | <u>6,503,842</u> |           | 12 month total       |              | <u>6,646,548</u> |       |           |
| Oct 2019 - Sept 2020 |              | <u>6,503,842</u> |           | Oct 2020 - Sept 2021 |              | <u>6,646,548</u> |       |           |
| FY 2019-2020 Total   |              | 6,503,842        |           | FY 2020-2021 Budget  |              | 6,650,644        |       |           |

Collection to date as percentage of fiscal year total 100.00%

Collection to date as percentage of fiscal year budget 99.94%



| Month   | General | 4B     | Total            | Month  | General | 4B     | Total            | % Change +/- |
|---|---------|--------|------------------|--|---------|--------|------------------|--------------|
| Oct-19  | 501,862 | 45,624 | 547,485          | Oct-20   | 576,942 | 52,449 | 629,391          | 14.96%       |
| Nov-19  | 556,777 | 50,616 | 607,393          | Nov-20   | 636,149 | 57,832 | 693,981          | 14.26%       |
| Dec-19  | 480,875 | 43,716 | 524,591          | Dec-20   | 497,048 | 45,186 | 542,234          | 3.36%        |
| Jan-20  | 453,492 | 41,227 | 494,719          | Jan-21   | 484,228 | 44,021 | 528,249          | 6.78%        |
| Feb-20  | 574,600 | 52,236 | 626,836          | Feb-21   | 865,761 | 78,706 | 944,466          | 50.67%       |
| Mar-20  | 461,845 | 41,986 | 503,831          | Mar-21   | 509,621 | 46,329 | 555,950          | 10.34%       |
| Apr-20  | 409,098 | 37,191 | 446,289          | Apr-21   | 404,427 | 36,766 | 441,193          | -1.14%       |
| May-20  | 476,944 | 43,359 | 520,302          | May-21   | 648,372 | 58,943 | 707,314          | 35.94%       |
| Jun-20  | 401,495 | 36,500 | 437,994          | Jun-21   | 546,259 | 49,660 | 595,919          | 36.06%       |
| Jul-20  | 458,003 | 41,637 | 499,639          | Jul-21   | 562,550 | 51,141 | 613,691          | 22.83%       |
| Aug-20  | 542,275 | 49,298 | 591,573          | Aug-21   | 626,605 | 56,964 | 683,569          | 15.55%       |
| Sep-20  | 469,140 | 42,649 | 511,790          | Sep-21   | 544,489 | 49,499 | 593,988          | 16.06%       |
| 12 month total  |         |        | <u>6,312,442</u> | 12 month total   |         |        | <u>7,529,945</u> | 19.29%       |
| Oct 2019 - Sept 2020                                  |         |        | <u>6,312,442</u> | Oct 2020 - Sept 2021                                   |         |        | <u>7,529,945</u> | 19.29%       |
| FY 2019-2020 Total                                    |         |        | 6,312,442        | FY 2020-2021 Budget                                    |         |        | 6,241,679        |              |
| Collection to date as percentage of fiscal year total |         |        | 100.00%          | Collection to date as percentage of fiscal year budget |         |        | 120.64%          |              |

**City of Stephenville  
Budget vs. YTD Actual  
September 30, 2021**

Date Prepared: November 1, 2021

| Source of Funds                     | Approved Budget 2020-20201 | Target Budget     | 09/30/21 Current YTD Actual | Dollar Variance Positive(Negative) | Percent Variance | Notes   |
|-------------------------------------|----------------------------|-------------------|-----------------------------|------------------------------------|------------------|---|
| Property Taxes                      | \$ 6,674,946               | \$ 6,674,946      | \$ 6,668,832                | \$ (6,114)                         | (0.09%)          |   |
| Sales Taxes                         | 6,241,679                  | 6,241,679         | 7,529,945                   | 1,288,266                          | 20.64%           | Back to school, audit collections,stimulus checks |
| Other Taxes                         | 2,099,361                  | 2,099,361         | 2,177,235                   | 77,874                             | 3.71%            | Sports Venue Tax                                  |
| Licenses and permits                | 331,562                    | 331,562           | 379,508                     | 47,946                             | 14.46%           | Building & food service permits, plan reviews     |
| Fines and forfeitures               | 129,250                    | 129,250           | 107,646                     | (21,604)                           | (16.72%)         | Citation & Collection Dependent                   |
| Service charges                     | 11,762,776                 | 11,762,776        | 12,167,385                  | 404,609                            | 3.44%            | Water, Sewer, Landfill & Storm Water fees         |
| Interest on investments             | 37,947                     | 37,947            | 20,227                      | (17,720)                           | (46.70%)         | Fluctuates with cash flows and rates              |
| Other Income                        | 2,029,190                  | 2,029,190.00      | 254,679                     | (1,774,511)                        | (87.45%)         | Project driven funds                              |
| <b>Total Operating Revenue</b>      | <u>29,306,711</u>          | <u>29,306,711</u> | <u>29,305,457</u>           | <u>(1,254)</u>                     | <u>(0.004%)</u>  |   |
| Intergovernmental grants            | 3,954,793                  | 3,954,793         | 4,497,877                   | 543,084                            | 13.73%           | CARES grant & ARPA grant                          |
| Debt Proceeds                       | 0                          | 0                 | 90,503                      | 90,503                             | 0.00%            |   |
| <b>Total Revenue</b>                | <u>33,261,504</u>          | <u>33,261,504</u> | <u>33,893,838</u>           | <u>632,334</u>                     | <u>1.90%</u>     |   |
| <b>Transfers-In</b>                 | \$ 2,519,638               | \$ 2,519,638      | \$ 2,189,809                | \$ (329,829)                       | (13.09%)         | Transfers to TIF Fund not fully processed yet     |
| <b>Transfers-Out</b>                | (2,519,638)                | (2,519,638)       | (2,189,809)                 | 329,829                            | 13.09%           | Transfers to TIF Fund not fully processed yet     |
| <b>Expenditures</b>                 |                            |                   |                             |                                    |                  |   |
| General Fund                        | \$ 15,330,588              | \$ 15,330,588     | \$ 14,624,229               | \$ 706,359                         | 4.61%            |   |
| Utility Fund                        | 4,532,332                  | 4,532,332         | 4,199,491                   | 332,841                            | 7.34%            |   |
| Landfill Fund                       | 481,236                    | 481,236           | 432,037                     | 49,199                             | 10.22%           |   |
| Airport Fund                        | 81,095                     | 81,095            | 79,782                      | 1,313                              | 1.62%            |   |
| Storm Water Drainage Fund           | 75,268                     | 75,268            | 26,184                      | 49,084                             | 65.21%           |   |
| Special Revenue Funds               | 521,076                    | 521,076           | 415,674                     | 105,402                            | 20.23%           |   |
| Stephenville Economic Dev Authority | 874,311                    | 874,311           | 435,198                     | 439,113                            | 50.22%           |   |
| <b>Total Operating Expenditures</b> | <u>21,895,906</u>          | <u>21,895,906</u> | <u>20,212,595</u>           | <u>1,683,311</u>                   | <u>7.69%</u>     |   |
| Capital                             | 33,560,674                 | 33,560,674        | 8,496,041                   | 25,064,633                         | 74.68%           |   |
| Debt Service                        | 3,259,478                  | 3,259,478         | 3,016,193                   | 243,285                            | 7.46%            |   |
| <b>Total Expenditures</b>           | <u>58,716,058</u>          | <u>58,716,058</u> | <u>31,724,829</u>           | <u>26,991,229</u>                  | <u>45.97%</u>    |   |



**City of Stephenville  
Prior YTD Actual vs Current YTD Actual  
September 30, 2021**

Date Prepared: November 1, 2021

| Source of Funds                     | Prior YTD Actual  | Current YTD Actual | Variance Positive (Negative) | % Variance Positive (Negative) | Notes   |
|-------------------------------------|-------------------|--------------------|------------------------------|--------------------------------|---|
| Property Taxes                      | \$ 6,341,144      | \$ 6,668,832       | \$ 327,688                   | 5.17%                          | Increased assessment  |
| Sales Taxes                         | 6,312,441         | 7,529,945          | 1,217,504                    | 19.29%                         | Back to school, audit collections, stimulus checks  |
| Other Taxes                         | 2,083,085         | 2,177,235          | 94,150                       | 4.52%                          | Hotel Occupancy and Sports Venue Taxes  |
| Licenses and permits                | 321,774           | 379,508            | 57,734                       | 17.94%                         | Building & food service permits, plan reviews, back flow prevention   |
| Fines and forfeitures               | 82,568            | 107,646            | 25,078                       | 30.37%                         | Warrants issued   |
| Service charges                     | 11,225,868        | 12,167,385         | 941,517                      | 8.39%                          | Sewer & Storm Water charges, Recreation fees, Ambulance fees  |
| Interest on investments             | 310,537           | 20,227             | (290,310)                    | (93.49%)                       | Rates have declined.  |
| Other Income                        | 1,246,931         | 254,679            | (992,252)                    | (79.58%)                       | Prior year - insurance proceeds, credit card fees, donations  |
| <b>Total Operating Revenue</b>      | <u>27,924,348</u> | <u>29,305,457</u>  | <u>1,381,109</u>             | <u>4.95%</u>                   |   |
| Intergovernmental grants            | 1,283,964         | 4,497,877          | 3,213,913                    | 250.31%                        | Grants differ from year to year.  |
| Debt Proceeds                       | 12,881,005        | 90,503             | (12,790,502)                 | (99.30%)                       | Debt issued in prior year - 2020 Certificate of Obligation  |
| <b>Total Revenue</b>                | <u>42,089,317</u> | <u>33,893,838</u>  | <u>(8,195,480)</u>           | <u>(19.47%)</u>                |   |
| <b>Transfers-In</b>                 | \$ 2,146,864      | \$ 2,189,809       | \$ 42,945                    | 2.00%                          | Transfers and timing differ from year to year   |
| <b>Transfers-Out</b>                | \$ (2,146,864)    | \$ (2,189,809)     | \$ (42,945)                  | 2.00%                          | Transfers and timing differ from year to year   |
| <b>Expenditures</b>                 |                   |                    |                              |                                |   |
| General Fund                        | \$ 14,094,847     | \$ 14,624,229      | 529,381                      | 3.76%                          | Wages & benefits, Professional fees, Special Events, Tournament Exp, COVID/Vaccination Cntr Supplies, Rec supplies, Maintenance |
| Utility Fund                        | 4,078,615         | \$ 4,199,491       | 120,876                      | 2.96%                          | Professional fees, Damage claims, Credit card fees, Maintenance   |
| Landfill Fund                       | 392,743           | \$ 432,037         | 39,294                       | 10.01%                         | Personnel - P/T employee changed to F/T, Professional fees, Maint.  |
| Airport Fund                        | 57,287            | \$ 79,782          | 22,495                       | 39.27%                         | Storm damage claims, Utilities, Maintenance   |
| Storm Water Drainage Fund           | 94,099            | \$ 26,184          | (67,915)                     | (72.17%)                       |   |
| Special Revenue Funds               | 290,743           | \$ 415,674         | 124,931                      | 42.97%                         | Day Tripper Advertising, Gateway planning, Moo-la fest  |
| Stephenville Economic Dev Authority | 434,274           | \$ 435,198         | 925                          | 0.21%                          | Wages & benefits, Outside professionals   |
| <b>Total Operating Expenditures</b> | <u>19,442,608</u> | <u>20,212,595</u>  | <u>769,987</u>               | <u>3.96%</u>                   |   |
| Capital                             | 10,898,638        | 8,496,041          | (2,402,597)                  | (22.04%)                       | Capital differs from year to year   |
| Debt Service                        | 3,089,001         | 3,016,193          | (72,807)                     | (2.36%)                        | Debt Service differs from year to year  |
| <b>Total Expenditures</b>           | <u>33,430,247</u> | <u>31,724,829</u>  | <u>(1,705,418)</u>           | <u>(5.10%)</u>                 |   |



**Fund: 01 - GENERAL FUND**

|                               | CURRENT MONTH       |                     |                   | YEAR TO DATE         |                      |                   |            | ANNUAL BUDGET        |                   |           |
|-------------------------------|---------------------|---------------------|-------------------|----------------------|----------------------|-------------------|------------|----------------------|-------------------|-----------|
|                               | ACTUAL              | BUDGETED            | VARIANCE          | ACTUAL               | BUDGETED             | VARIANCE          | %          | TOTAL                | REMAINING         | %         |
| <b><u>REVENUE SUMMARY</u></b> |                     |                     |                   |                      |                      |                   |            |                      |                   |           |
| TAXES                         | 634,874.42          | 593,851.22          | 41,023.20         | 14,925,927.66        | 13,809,417.00        | 1,116,510.66      | 108        | 13,809,417.00        | 1,116,510.66      | -8        |
| LICENSES AND PERMITS          | 15,725.50           | 21,983.91           | (6,258.41)        | 371,076.23           | 302,562.00           | 68,514.23         | 123        | 302,562.00           | 68,514.23         | -23       |
| FINES AND FORFEITURES         | 4,658.47            | 9,821.09            | (5,162.62)        | 101,481.56           | 117,850.00           | (16,368.44)       | 86         | 117,850.00           | (16,368.44)       | 14        |
| INTERGOVERNMENTAL             | 202,880.44          | 95,202.62           | 107,677.82        | 1,408,272.73         | 2,180,293.00         | (772,020.27)      | 65         | 2,180,293.00         | (772,020.27)      | 35        |
| CHARGES FOR SERVICES          | 333,044.03          | 328,388.98          | 4,655.05          | 1,349,495.26         | 1,389,450.00         | (39,954.74)       | 97         | 1,389,450.00         | (39,954.74)       | 3         |
| OTHER REVENUE                 | 22,487.39           | 22,981.92           | (494.53)          | 301,466.88           | 244,780.00           | 56,686.88         | 123        | 244,780.00           | 56,686.88         | -23       |
| TRANSFER                      | 0.00                | 0.00                | 0.00              | 683,841.00           | 683,841.00           | 0.00              | 100        | 683,841.00           | 0.00              | 0         |
| <b>TOTAL REVENUE</b>          | <b>1,213,670.25</b> | <b>1,072,229.74</b> | <b>141,440.51</b> | <b>19,141,561.32</b> | <b>18,728,193.00</b> | <b>413,368.32</b> | <b>102</b> | <b>18,728,193.00</b> | <b>413,368.32</b> | <b>-2</b> |
| <b><u>EXPENSE SUMMARY</u></b> |                     |                     |                   |                      |                      |                   |            |                      |                   |           |
| CITY COUNCIL                  | 8,550.17            | 23,946.18           | 15,396.01         | 286,776.04           | 304,081.00           | 17,304.96         | 94         | 304,081.00           | (17,304.96)       | 6         |
| CITY MANAGER                  | 51,641.42           | 35,266.09           | (16,375.33)       | 418,777.17           | 431,765.00           | 12,987.83         | 97         | 431,765.00           | (12,987.83)       | 3         |
| CITY SECRETARY                | 10,800.98           | 13,114.20           | 2,313.22          | 154,071.47           | 181,499.00           | 27,427.53         | 85         | 181,499.00           | (27,427.53)       | 15        |
| EMERGENCY MANAGEMENT          | 363.02              | 1,733.61            | 1,370.59          | 16,619.24            | 20,802.00            | 4,182.76          | 80         | 20,802.00            | (4,182.76)        | 20        |
| MUNICIPAL BUILDING            | 5,864.28            | 8,011.91            | 2,147.63          | 87,768.11            | 98,859.00            | 11,090.89         | 89         | 98,859.00            | (11,090.89)       | 11        |
| MUNICIPAL SERVICES CTR        | 9,075.12            | 7,616.59            | (1,458.53)        | 112,747.91           | 95,033.00            | (17,714.91)       | 119        | 95,033.00            | 17,714.91         | -19       |
| HUMAN RESOURCES               | 29,250.11           | 15,269.45           | (13,980.66)       | 195,094.78           | 200,299.00           | 5,204.22          | 97         | 200,299.00           | (5,204.22)        | 3         |
| DOWNTOWN                      | 6,869.22            | 4,891.33            | (1,977.89)        | 35,912.33            | 59,132.00            | 23,219.67         | 61         | 59,132.00            | (23,219.67)       | 39        |
| FINANCE                       | 90,603.51           | 70,444.55           | (20,158.96)       | 515,762.41           | 541,955.00           | 26,192.59         | 95         | 541,955.00           | (26,192.59)       | 5         |
| INFORMATION TECHNOLOGY        | 31,856.20           | 29,232.30           | (2,623.90)        | 324,408.13           | 354,077.00           | 29,668.87         | 92         | 354,077.00           | (29,668.87)       | 8         |
| TAX                           | 19.20               | 14,169.36           | 14,150.16         | 166,642.88           | 170,031.00           | 3,388.12          | 98         | 170,031.00           | (3,388.12)        | 2         |
| LEGAL COUNSEL                 | 26,705.84           | 9,975.60            | (16,730.24)       | 116,078.37           | 119,842.00           | 3,763.63          | 97         | 119,842.00           | (3,763.63)        | 3         |
| MUNICIPAL COURT               | 11,294.09           | 9,104.43            | (2,189.66)        | 111,118.58           | 114,217.00           | 3,098.42          | 97         | 114,217.00           | (3,098.42)        | 3         |
| STREET MAINTENANCE            | 93,475.50           | 79,289.63           | (14,185.87)       | 802,926.60           | 978,687.00           | 175,760.40        | 82         | 978,687.00           | (175,760.40)      | 18        |
| 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                      | 192,113.47          | 190,474.97          | (1,638.50)          | 2,265,079.48         | 2,323,984.00         | 58,904.52           | 97        | 2,323,984.00         | (58,904.52)         | 3        |
| PARK MAINTENANCE                        | 0.00                | 0.00                | 0.00                | 0.00                 | 0.00                 | 0.00                |           | 0.00                 | 0.00                |          |
| LIBRARY                                 | 51,809.38           | 20,026.27           | (31,783.11)         | 238,710.50           | 250,538.00           | 11,827.50           | 95        | 250,538.00           | (11,827.50)         | 5        |
| SENIOR CENTER                           | 15,072.81           | 11,380.35           | (3,692.46)          | 109,500.11           | 141,110.00           | 31,609.89           | 78        | 141,110.00           | (31,609.89)         | 22       |
| AQUATIC CENTER                          | 43,258.17           | 20,763.89           | (22,494.28)         | 254,423.29           | 254,859.00           | 435.71              | 100       | 254,859.00           | (435.71)            | 0        |
| FIRE DEPARTMENT                         | 429,098.90          | 310,131.02          | (118,967.88)        | 3,758,416.55         | 3,840,376.00         | 81,959.45           | 98        | 3,840,376.00         | (81,959.45)         | 2        |
| POLICE DEPARTMENT                       | 531,834.81          | 477,765.22          | (54,069.59)         | 5,429,125.41         | 5,899,194.00         | 470,068.59          | 92        | 5,899,194.00         | (470,068.59)        | 8        |
| DEVELOPMENT SERVICES                    | 57,315.65           | 50,683.00           | (6,632.65)          | 508,408.49           | 624,279.00           | 115,870.51          | 81        | 624,279.00           | (115,870.51)        | 19       |
| TRANSFERS                               | 0.00                | 0.11                | 0.11                | 1,299,390.00         | 1,373,268.00         | 73,878.00           | 95        | 1,373,268.00         | (73,878.00)         | 5        |
| NON-DEPARTMENTAL                        | 0.00                | 0.00                | 0.00                | 0.00                 | 0.00                 | 0.00                |           | 0.00                 | 0.00                |          |
| <b>TOTAL EXPENSE</b>                    | <b>1,696,871.85</b> | <b>1,403,290.06</b> | <b>(293,581.79)</b> | <b>17,207,757.85</b> | <b>18,377,887.00</b> | <b>1,170,129.15</b> | <b>94</b> | <b>18,377,887.00</b> | <b>1,170,129.15</b> | <b>6</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>(483,201.60)</b> | <b>(331,060.32)</b> | <b>(152,141.28)</b> | <b>1,933,803.47</b>  | <b>350,306.00</b>    | <b>1,583,497.47</b> |           | <b>350,306.00</b>    | <b>(756,760.83)</b> |          |



Budget Variance Report

Fund: 02 - WATER AND WASTEWATER FUND

|   | CURRENT MONTH     |                     |                     | YEAR TO DATE         |                        |                      |            | ANNUAL BUDGET          |                        |            |
|---|-------------------|---------------------|---------------------|----------------------|------------------------|----------------------|------------|------------------------|------------------------|------------|
|   | ACTUAL            | BUDGETED            | VARIANCE            | ACTUAL               | BUDGETED               | VARIANCE             | %          | TOTAL                  | REMAINING              | %          |
| <b>REVENUE SUMMARY</b>                  |                   |                     |                     |                      |                        |                      |            |                        |                        |            |
| LICENSES AND PERMITS                    | 0.00              | 753.30              | (753.30)            | 720.71               | 9,000.00               | (8,279.29)           | 8          | 9,000.00               | (8,279.29)             | 92         |
| INTERGOVERNMENTAL                       | 0.00              | 0.00                | 0.00                | 2,632,354.03         | 0.00                   | 2,632,354.03         |            | 0.00                   | 2,632,354.03           |            |
| CHARGES FOR SERVICES                    | 943,125.42        | 1,109,970.08        | (166,844.66)        | 8,887,856.13         | 8,572,265.00           | 315,591.13           | 104        | 8,572,265.00           | 315,591.13             | -4         |
| OTHER REVENUE                           | 6,658.12          | 22,122.63           | (15,464.51)         | 28,852.39            | 38,671.00              | (9,818.61)           | 75         | 38,671.00              | (9,818.61)             | 25         |
| TRANSFER                                | 0.00              | 0.00                | 0.00                | 34,753.00            | 34,753.00              | 0.00                 | 100        | 34,753.00              | 0.00                   | 0          |
| <b>TOTAL REVENUE</b>                    | <b>949,783.54</b> | <b>1,132,846.01</b> | <b>(183,062.47)</b> | <b>11,584,536.26</b> | <b>8,654,689.00</b>    | <b>2,929,847.26</b>  | <b>134</b> | <b>8,654,689.00</b>    | <b>2,929,847.26</b>    | <b>-34</b> |
| <b>EXPENSE SUMMARY</b>                  |                   |                     |                     |                      |                        |                      |            |                        |                        |            |
| UTILITIES ADMINISTRATION                | 45,504.22         | 57,072.75           | 11,568.53           | 362,965.90           | 689,577.00             | 326,611.10           | 53         | 689,577.00             | (326,611.10)           | 47         |
| WATER PRODUCTION                        | 113,314.28        | 134,059.15          | 20,744.87           | 1,049,293.41         | 1,620,876.00           | 571,582.59           | 65         | 1,620,876.00           | (571,582.59)           | 35         |
| WATER DISTRIBUTION                      | 113,926.81        | 126,512.15          | 12,585.34           | 1,263,593.43         | 1,519,071.00           | 255,477.57           | 83         | 1,519,071.00           | (255,477.57)           | 17         |
| CUSTOMER SERVICE                        | 26,119.91         | 20,982.48           | (5,137.43)          | 245,315.87           | 256,439.00             | 11,123.13            | 96         | 256,439.00             | (11,123.13)            | 4          |
| WASTEWATER COLLECTION                   | 31,052.16         | 1,032,646.55        | 1,001,594.39        | 526,359.29           | 12,348,289.00          | 11,821,929.71        | 4          | 12,348,289.00          | (11,821,929.71)        | 96         |
| WASTEWATER TREATMENT                    | 96,327.30         | 96,312.19           | (15.11)             | 985,338.39           | 1,157,167.00           | 171,828.61           | 85         | 1,157,167.00           | (171,828.61)           | 15         |
| BILLING & COLLECTION                    | 34,819.88         | 27,137.81           | (7,682.07)          | 344,467.30           | 348,748.00             | 4,280.70             | 99         | 348,748.00             | (4,280.70)             | 1          |
| NON-DEPARTMENTAL                        | 229,673.60        | 226,462.52          | (3,211.08)          | 2,527,951.09         | 2,727,662.00           | 199,710.91           | 93         | 2,727,662.00           | (199,710.91)           | 7          |
| <b>TOTAL EXPENSE</b>                    | <b>690,738.16</b> | <b>1,721,185.60</b> | <b>1,030,447.44</b> | <b>7,305,284.68</b>  | <b>20,667,829.00</b>   | <b>13,362,544.32</b> | <b>35</b>  | <b>20,667,829.00</b>   | <b>13,362,544.32</b>   | <b>65</b>  |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>259,045.38</b> | <b>(588,339.59)</b> | <b>847,384.97</b>   | <b>4,279,251.58</b>  | <b>(12,013,140.00)</b> | <b>16,292,391.58</b> |            | <b>(12,013,140.00)</b> | <b>(10,432,697.06)</b> |            |

Budget Variance Report

Fund: 03 - SANITARY LANDFILL FUND

|   | CURRENT MONTH    |                   |                    | YEAR TO DATE        |                   |                   |            | ANNUAL BUDGET     |                  |           |
|---|------------------|-------------------|--------------------|---------------------|-------------------|-------------------|------------|-------------------|------------------|-----------|
|   | ACTUAL           | BUDGETED          | VARIANCE           | ACTUAL              | BUDGETED          | VARIANCE          | %          | TOTAL             | REMAINING        | %         |
| <b><u>REVENUE SUMMARY</u></b>           |                  |                   |                    |                     |                   |                   |            |                   |                  |           |
| CHARGES FOR SERVICES                    | 86,294.20        | 116,680.00        | (30,385.80)        | 1,024,354.35        | 975,000.00        | 49,354.35         | 105        | 975,000.00        | 49,354.35        | -5        |
| OTHER REVENUE                           | 31.17            | 1,166.78          | (1,135.61)         | 7,094.35            | 3,440.00          | 3,654.35          | 206        | 3,440.00          | 3,654.35         | -106      |
| TRANSFER                                | 0.00             | 0.00              | 0.00               | 0.00                | 0.00              | 0.00              |            | 0.00              | 0.00             |           |
| <b>TOTAL REVENUE</b>                    | <b>86,325.37</b> | <b>117,846.78</b> | <b>(31,521.41)</b> | <b>1,031,448.70</b> | <b>978,440.00</b> | <b>53,008.70</b>  | <b>105</b> | <b>978,440.00</b> | <b>53,008.70</b> | <b>-5</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |                  |                   |                    |                     |                   |                   |            |                   |                  |           |
| LANDFILL                                | 54,819.50        | 38,475.53         | (16,343.97)        | 460,799.74          | 509,999.00        | 49,199.26         | 90         | 509,999.00        | (49,199.26)      | 10        |
| <b>TOTAL EXPENSE</b>                    | <b>54,819.50</b> | <b>38,475.53</b>  | <b>(16,343.97)</b> | <b>460,799.74</b>   | <b>509,999.00</b> | <b>49,199.26</b>  | <b>90</b>  | <b>509,999.00</b> | <b>49,199.26</b> | <b>10</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>31,505.87</b> | <b>79,371.25</b>  | <b>(47,865.38)</b> | <b>570,648.96</b>   | <b>468,441.00</b> | <b>102,207.96</b> |            | <b>468,441.00</b> | <b>3,809.44</b>  |           |



Budget Variance Report  
Fund: 04 - AIRPORT FUND

|   | CURRENT MONTH      |                   |                     | YEAR TO DATE      |                     |                       |           | ANNUAL BUDGET       |                       |           |
|---|--------------------|-------------------|---------------------|-------------------|---------------------|-----------------------|-----------|---------------------|-----------------------|-----------|
|   | ACTUAL             | BUDGETED          | VARIANCE            | ACTUAL            | BUDGETED            | VARIANCE              | %         | TOTAL               | REMAINING             | %         |
| <b>REVENUE SUMMARY</b>                  |                    |                   |                     |                   |                     |                       |           |                     |                       |           |
| INTERGOVERNMENTAL                       | 0.00               | 0.00              | 0.00                | 0.00              | 0.00                | 0.00                  |           | 0.00                | 0.00                  |           |
| CHARGES FOR SERVICES                    | 9,649.62           | 9,431.15          | 218.47              | 111,991.40        | 109,380.00          | 2,611.40              | 102       | 109,380.00          | 2,611.40              | -2        |
| OTHER REVENUE                           | 0.00               | 215,498.75        | (215,498.75)        | 0.00              | 1,761,755.00        | (1,761,755.00)        | 0         | 1,761,755.00        | (1,761,755.00)        | 100       |
| TRANSFER                                | 0.00               | 0.00              | 0.00                | 160,000.00        | 160,000.00          | 0.00                  | 100       | 160,000.00          | 0.00                  | 0         |
| <b>TOTAL REVENUE</b>                    | <b>9,649.62</b>    | <b>224,929.90</b> | <b>(215,280.28)</b> | <b>271,991.40</b> | <b>2,031,135.00</b> | <b>(1,759,143.60)</b> | <b>13</b> | <b>2,031,135.00</b> | <b>(1,759,143.60)</b> | <b>87</b> |
| <b>EXPENSE SUMMARY</b>                  |                    |                   |                     |                   |                     |                       |           |                     |                       |           |
| AIRPORT                                 | 19,652.75          | 234,361.44        | 214,708.69          | 79,781.96         | 2,027,210.00        | 1,947,428.04          | 4         | 2,027,210.00        | (1,947,428.04)        | 96        |
| <b>TOTAL EXPENSE</b>                    | <b>19,652.75</b>   | <b>234,361.44</b> | <b>214,708.69</b>   | <b>79,781.96</b>  | <b>2,027,210.00</b> | <b>1,947,428.04</b>   | <b>4</b>  | <b>2,027,210.00</b> | <b>1,947,428.04</b>   | <b>96</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>(10,003.13)</b> | <b>(9,431.54)</b> | <b>(571.59)</b>     | <b>192,209.44</b> | <b>3,925.00</b>     | <b>188,284.44</b>     |           | <b>3,925.00</b>     | <b>(3,706,571.64)</b> |           |

Budget Variance Report

Fund: 05 - STORM WATER DRAINAGE FUND

|   | CURRENT MONTH    |                   |                     | YEAR TO DATE          |                     |                       |           | ANNUAL BUDGET       |                       |           |
|---|------------------|-------------------|---------------------|-----------------------|---------------------|-----------------------|-----------|---------------------|-----------------------|-----------|
|   | ACTUAL           | BUDGETED          | VARIANCE            | ACTUAL                | BUDGETED            | VARIANCE              | %         | TOTAL               | REMAINING             | %         |
| <b><u>REVENUE SUMMARY</u></b>           |                  |                   |                     |                       |                     |                       |           |                     |                       |           |
| LICENSES AND PERMITS                    | 0.00             | 1,674.00          | (1,674.00)          | 5,204.57              | 20,000.00           | (14,795.43)           | 26        | 20,000.00           | (14,795.43)           | 74        |
| INTERGOVERNMENTAL                       | 0.00             | 148,266.03        | (148,266.03)        | 420,043.65            | 1,771,000.00        | (1,350,956.35)        | 24        | 1,771,000.00        | (1,350,956.35)        | 76        |
| CHARGES FOR SERVICES                    | 81,202.14        | 54,388.08         | 26,814.06           | 742,285.15            | 650,438.00          | 91,847.15             | 114       | 650,438.00          | 91,847.15             | -14       |
| OTHER REVENUE                           | 3.95             | 138.90            | (134.95)            | 394.83                | 2,060.00            | (1,665.17)            | 19        | 2,060.00            | (1,665.17)            | 81        |
| <b>TOTAL REVENUE</b>                    | <b>81,206.09</b> | <b>204,467.01</b> | <b>(123,260.92)</b> | <b>1,167,928.20</b>   | <b>2,443,498.00</b> | <b>(1,275,569.80)</b> | <b>48</b> | <b>2,443,498.00</b> | <b>(1,275,569.80)</b> | <b>52</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |                  |                   |                     |                       |                     |                       |           |                     |                       |           |
| STORM WATER DRAINAGE                    | 996.13           | 189,707.42        | 188,711.29          | 2,176,943.63          | 3,030,233.00        | 853,289.37            | 72        | 3,030,233.00        | (853,289.37)          | 28        |
| <b>TOTAL EXPENSE</b>                    | <b>996.13</b>    | <b>189,707.42</b> | <b>188,711.29</b>   | <b>2,176,943.63</b>   | <b>3,030,233.00</b> | <b>853,289.37</b>     | <b>72</b> | <b>3,030,233.00</b> | <b>853,289.37</b>     | <b>28</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>80,209.96</b> | <b>14,759.59</b>  | <b>65,450.37</b>    | <b>(1,009,015.43)</b> | <b>(586,735.00)</b> | <b>(422,280.43)</b>   |           | <b>(586,735.00)</b> | <b>(2,128,859.17)</b> |           |



Budget Variance Report

Fund: 07 - HOTEL OCCUPANCY TAX FUND

|   | CURRENT MONTH    |                  |                  | YEAR TO DATE      |                    |                   |            | ANNUAL BUDGET      |                   |            |
|---|------------------|------------------|------------------|-------------------|--------------------|-------------------|------------|--------------------|-------------------|------------|
|   | ACTUAL           | BUDGETED         | VARIANCE         | ACTUAL            | BUDGETED           | VARIANCE          | %          | TOTAL              | REMAINING         | %          |
| <b><u>REVENUE SUMMARY</u></b>           |                  |                  |                  |                   |                    |                   |            |                    |                   |            |
| TAXES                                   | 96,606.26        | 34,162.08        | 62,444.18        | 549,169.03        | 408,148.00         | 141,021.03        | 135        | 408,148.00         | 141,021.03        | -35        |
| INTERGOVERNMENTAL                       | 0.00             | 0.00             | 0.00             | 0.00              | 0.00               | 0.00              |            | 0.00               | 0.00              |            |
| CHARGES FOR SERVICES                    | 0.00             | 4,254.28         | (4,254.28)       | 50,867.10         | 50,867.00          | 0.10              | 100        | 50,867.00          | 0.10              | 0          |
| OTHER REVENUE                           | 10.88            | 1,054.83         | (1,043.95)       | 152.57            | 12,660.00          | (12,507.43)       | 1          | 12,660.00          | (12,507.43)       | 99         |
| TRANSFER                                | 0.00             | 0.00             | 0.00             | 0.00              | 0.00               | 0.00              |            | 0.00               | 0.00              |            |
| <b>TOTAL REVENUE</b>                    | <b>96,617.14</b> | <b>39,471.19</b> | <b>57,145.95</b> | <b>600,188.70</b> | <b>471,675.00</b>  | <b>128,513.70</b> | <b>127</b> | <b>471,675.00</b>  | <b>128,513.70</b> | <b>-27</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |                  |                  |                  |                   |                    |                   |            |                    |                   |            |
| TOURISM                                 | 2,774.79         | 39,832.29        | 37,057.50        | 415,282.71        | 508,076.00         | 92,793.29         | 82         | 508,076.00         | (92,793.29)       | 18         |
| <b>TOTAL EXPENSE</b>                    | <b>2,774.79</b>  | <b>39,832.29</b> | <b>37,057.50</b> | <b>415,282.71</b> | <b>508,076.00</b>  | <b>92,793.29</b>  | <b>82</b>  | <b>508,076.00</b>  | <b>92,793.29</b>  | <b>18</b>  |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>93,842.35</b> | <b>(361.10)</b>  | <b>94,203.45</b> | <b>184,905.99</b> | <b>(36,401.00)</b> | <b>221,306.99</b> |            | <b>(36,401.00)</b> | <b>35,720.41</b>  |            |

Budget Variance Report

Fund: 08 - DEBT SERVICE FUND

|   | CURRENT MONTH |               |                 | YEAR TO DATE        |                   |                     |            | ANNUAL BUDGET     |                     |           |
|---|---------------|---------------|-----------------|---------------------|-------------------|---------------------|------------|-------------------|---------------------|-----------|
|   | ACTUAL        | BUDGETED      | VARIANCE        | ACTUAL              | BUDGETED          | VARIANCE            | %          | TOTAL             | REMAINING           | %         |
| <b><u>REVENUE SUMMARY</u></b>           |               |               |                 |                     |                   |                     |            |                   |                     |           |
| TAXES                                   | 364.80        | 513.25        | (148.45)        | 269,631.69          | 265,289.00        | 4,342.69            | 102        | 265,289.00        | 4,342.69            | -2        |
| OTHER REVENUE                           | 1.37          | 18.01         | (16.64)         | 86.56               | 311.00            | (224.44)            | 28         | 311.00            | (224.44)            | 72        |
| TRANSFER                                | 0.00          | 0.00          | 0.00            | 171,825.00          | 343,650.00        | (171,825.00)        | 50         | 343,650.00        | (171,825.00)        | 50        |
| <b>TOTAL REVENUE</b>                    | <b>366.17</b> | <b>531.26</b> | <b>(165.09)</b> | <b>441,543.25</b>   | <b>609,250.00</b> | <b>(167,706.75)</b> | <b>72</b>  | <b>609,250.00</b> | <b>(167,706.75)</b> | <b>28</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |               |               |                 |                     |                   |                     |            |                   |                     |           |
| DEBT SERVICE                            | 0.00          | 25.11         | 25.11           | 609,202.50          | 609,250.00        | 47.50               | 100        | 609,250.00        | (47.50)             | 0         |
| <b>TOTAL EXPENSE</b>                    | <b>0.00</b>   | <b>25.11</b>  | <b>25.11</b>    | <b>609,202.50</b>   | <b>609,250.00</b> | <b>47.50</b>        | <b>100</b> | <b>609,250.00</b> | <b>47.50</b>        | <b>0</b>  |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>366.17</b> | <b>506.15</b> | <b>(139.98)</b> | <b>(167,659.25)</b> | <b>0.00</b>       | <b>(167,659.25)</b> |            | <b>0.00</b>       | <b>(167,754.25)</b> |           |



Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

|   | CURRENT MONTH       |                       |                   | YEAR TO DATE          |                        |                     |            | ANNUAL BUDGET          |                       |           |
|---|---------------------|-----------------------|-------------------|-----------------------|------------------------|---------------------|------------|------------------------|-----------------------|-----------|
|   | ACTUAL              | BUDGETED              | VARIANCE          | ACTUAL                | BUDGETED               | VARIANCE            | %          | TOTAL                  | REMAINING             | %         |
| <b>REVENUE SUMMARY</b>                  |                     |                       |                   |                       |                        |                     |            |                        |                       |           |
| LICENSES AND PERMITS                    | 0.00                | 0.00                  | 0.00              | 2,506.25              | 0.00                   | 2,506.25            |            | 0.00                   | 2,506.25              |           |
| INTERGOVERNMENTAL                       | 0.00                | 0.00                  | 0.00              | 0.00                  | 0.00                   | 0.00                |            | 0.00                   | 0.00                  |           |
| CHARGES FOR SERVICES                    | 0.00                | 1,286.98              | (1,286.98)        | 535.50                | 15,376.00              | (14,840.50)         | 3          | 15,376.00              | (14,840.50)           | 97        |
| OTHER REVENUE                           | 244.18              | 90.12                 | 154.06            | 26,806.34             | 1,200.00               | 25,606.34           | 2,234      | 1,200.00               | 25,606.34             | -2,134    |
| TRANSFER                                | 0.00                | 0.00                  | 0.00              | 967,565.00            | 967,565.00             | 0.00                | 100        | 967,565.00             | 0.00                  | 0         |
| <b>TOTAL REVENUE</b>                    | <b>244.18</b>       | <b>1,377.10</b>       | <b>(1,132.92)</b> | <b>997,413.09</b>     | <b>984,141.00</b>      | <b>13,272.09</b>    | <b>101</b> | <b>984,141.00</b>      | <b>13,272.09</b>      | <b>-1</b> |
| <b>EXPENSE SUMMARY</b>                  |                     |                       |                   |                       |                        |                     |            |                        |                       |           |
| STREET MAINTENANCE                      | 353,210.14          | 1,189,209.57          | 835,999.43        | 4,990,202.72          | 14,209,251.00          | 9,219,048.28        | 35         | 14,209,251.00          | (9,219,048.28)        | 65        |
| PARKS & RECREATION                      | 0.00                | 0.00                  | 0.00              | 0.00                  | 0.00                   | 0.00                |            | 0.00                   | 0.00                  |           |
| FIRE DEPARTMENT                         | 0.00                | 0.00                  | 0.00              | 0.00                  | 0.00                   | 0.00                |            | 0.00                   | 0.00                  |           |
| <b>TOTAL EXPENSE</b>                    | <b>353,210.14</b>   | <b>1,189,209.57</b>   | <b>835,999.43</b> | <b>4,990,202.72</b>   | <b>14,209,251.00</b>   | <b>9,219,048.28</b> | <b>35</b>  | <b>14,209,251.00</b>   | <b>9,219,048.28</b>   | <b>65</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>(352,965.96)</b> | <b>(1,187,832.47)</b> | <b>834,866.51</b> | <b>(3,992,789.63)</b> | <b>(13,225,110.00)</b> | <b>9,232,320.37</b> |            | <b>(13,225,110.00)</b> | <b>(9,205,776.19)</b> |           |

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

|   | CURRENT MONTH |               |                | YEAR TO DATE    |                 |                 |           | ANNUAL BUDGET   |                 |           |
|---|---------------|---------------|----------------|-----------------|-----------------|-----------------|-----------|-----------------|-----------------|-----------|
|   | ACTUAL        | BUDGETED      | VARIANCE       | ACTUAL          | BUDGETED        | VARIANCE        | %         | TOTAL           | REMAINING       | %         |
| <b><u>REVENUE SUMMARY</u></b>           |               |               |                |                 |                 |                 |           |                 |                 |           |
| FINES AND FORFEITURES                   | 176.36        | 208.37        | (32.01)        | 1,897.15        | 2,500.00        | (602.85)        | 76        | 2,500.00        | (602.85)        | 24        |
| OTHER REVENUE                           | 0.03          | 0.36          | (0.33)         | 1.42            | 3.00            | (1.58)          | 47        | 3.00            | (1.58)          | 53        |
| TRANSFER                                | 0.00          | 0.00          | 0.00           | 0.00            | 0.00            | 0.00            |           | 0.00            | 0.00            |           |
| <b>TOTAL REVENUE</b>                    | <b>176.39</b> | <b>208.73</b> | <b>(32.34)</b> | <b>1,898.57</b> | <b>2,503.00</b> | <b>(604.43)</b> | <b>76</b> | <b>2,503.00</b> | <b>(604.43)</b> | <b>24</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |               |               |                |                 |                 |                 |           |                 |                 |           |
| CHILD SAFETY                            | 0.00          | 0.00          | 0.00           | 0.00            | 0.00            | 0.00            |           | 0.00            | 0.00            |           |
| <b>TOTAL EXPENSE</b>                    | <b>0.00</b>   | <b>0.00</b>   | <b>0.00</b>    | <b>0.00</b>     | <b>0.00</b>     | <b>0.00</b>     |           | <b>0.00</b>     | <b>0.00</b>     |           |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>176.39</b> | <b>208.73</b> | <b>(32.34)</b> | <b>1,898.57</b> | <b>2,503.00</b> | <b>(604.43)</b> |           | <b>2,503.00</b> | <b>(604.43)</b> |           |



Budget Variance Report

Fund: 12 - COURT TECHNOLOGY FUND

|   | CURRENT MONTH |               |                 | YEAR TO DATE    |                 |                   |           | ANNUAL BUDGET   |                   |           |
|---|---------------|---------------|-----------------|-----------------|-----------------|-------------------|-----------|-----------------|-------------------|-----------|
|   | ACTUAL        | BUDGETED      | VARIANCE        | ACTUAL          | BUDGETED        | VARIANCE          | %         | TOTAL           | REMAINING         | %         |
| <b>REVENUE SUMMARY</b>                  |               |               |                 |                 |                 |                   |           |                 |                   |           |
| FINES AND FORFEITURES                   | 454.37        | 744.93        | (290.56)        | 4,267.12        | 8,900.00        | (4,632.88)        | 48        | 8,900.00        | (4,632.88)        | 52        |
| OTHER REVENUE                           | 0.30          | 1.99          | (1.69)          | 3.21            | 23.00           | (19.79)           | 14        | 23.00           | (19.79)           | 86        |
| <b>TOTAL REVENUE</b>                    | <b>454.67</b> | <b>746.92</b> | <b>(292.25)</b> | <b>4,270.33</b> | <b>8,923.00</b> | <b>(4,652.67)</b> | <b>48</b> | <b>8,923.00</b> | <b>(4,652.67)</b> | <b>52</b> |
| <b>EXPENSE SUMMARY</b>                  |               |               |                 |                 |                 |                   |           |                 |                   |           |
| COURT TECHNOLOGY                        | 0.00          | 0.00          | 0.00            | 0.00            | 0.00            | 0.00              |           | 0.00            | 0.00              |           |
| <b>TOTAL EXPENSE</b>                    | <b>0.00</b>   | <b>0.00</b>   | <b>0.00</b>     | <b>0.00</b>     | <b>0.00</b>     | <b>0.00</b>       |           | <b>0.00</b>     | <b>0.00</b>       |           |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>454.67</b> | <b>746.92</b> | <b>(292.25)</b> | <b>4,270.33</b> | <b>8,923.00</b> | <b>(4,652.67)</b> |           | <b>8,923.00</b> | <b>(4,652.67)</b> |           |

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

|   | CURRENT MONTH |                   |                 | YEAR TO DATE    |                   |                  |           | ANNUAL BUDGET     |                    |           |
|---|---------------|-------------------|-----------------|-----------------|-------------------|------------------|-----------|-------------------|--------------------|-----------|
|   | ACTUAL        | BUDGETED          | VARIANCE        | ACTUAL          | BUDGETED          | VARIANCE         | %         | TOTAL             | REMAINING          | %         |
| <b><u>REVENUE SUMMARY</u></b>           |               |                   |                 |                 |                   |                  |           |                   |                    |           |
| FINES AND FORFEITURES                   | 0.00          | 0.00              | 0.00            | 0.00            | 0.00              | 0.00             |           | 0.00              | 0.00               |           |
| INTERGOVERNMENTAL                       | 0.00          | 0.00              | 0.00            | 3,206.87        | 3,500.00          | (293.13)         | 92        | 3,500.00          | (293.13)           | 8         |
| OTHER REVENUE                           | 1.40          | 6.74              | (5.34)          | 34.93           | 80.00             | (45.07)          | 44        | 80.00             | (45.07)            | 56        |
| <b>TOTAL REVENUE</b>                    | <b>1.40</b>   | <b>6.74</b>       | <b>(5.34)</b>   | <b>3,241.80</b> | <b>3,580.00</b>   | <b>(338.20)</b>  | <b>91</b> | <b>3,580.00</b>   | <b>(338.20)</b>    | <b>9</b>  |
| <b><u>EXPENSE SUMMARY</u></b>           |               |                   |                 |                 |                   |                  |           |                   |                    |           |
| PUBLIC SAFETY                           | 0.00          | 1,088.10          | 1,088.10        | 391.30          | 13,000.00         | 12,608.70        | 3         | 13,000.00         | (12,608.70)        | 97        |
| <b>TOTAL EXPENSE</b>                    | <b>0.00</b>   | <b>1,088.10</b>   | <b>1,088.10</b> | <b>391.30</b>   | <b>13,000.00</b>  | <b>12,608.70</b> | <b>3</b>  | <b>13,000.00</b>  | <b>12,608.70</b>   | <b>97</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>1.40</b>   | <b>(1,081.36)</b> | <b>1,082.76</b> | <b>2,850.50</b> | <b>(9,420.00)</b> | <b>12,270.50</b> |           | <b>(9,420.00)</b> | <b>(12,946.90)</b> |           |



Budget Variance Report

Fund: 20 - TAX INCREMENT FINANCING FUND

|   | CURRENT MONTH |             |             | YEAR TO DATE      |                   |                     |           | ANNUAL BUDGET     |                     |           |
|---|---------------|-------------|-------------|-------------------|-------------------|---------------------|-----------|-------------------|---------------------|-----------|
|   | ACTUAL        | BUDGETED    | VARIANCE    | ACTUAL            | BUDGETED          | VARIANCE            | %         | TOTAL             | REMAINING           | %         |
| <b><u>REVENUE SUMMARY</u></b>           |               |             |             |                   |                   |                     |           |                   |                     |           |
| TAXES                                   | 0.00          | 0.00        | 0.00        | 3,788.79          | 13,821.00         | (10,032.21)         | 27        | 13,821.00         | (10,032.21)         | 73        |
| OTHER REVENUE                           | 0.00          | 0.00        | 0.00        | 0.00              | 0.00              | 0.00                |           | 0.00              | 0.00                |           |
| TRANSFER                                | 0.00          | 0.00        | 0.00        | 171,825.00        | 329,829.00        | (158,004.00)        | 52        | 329,829.00        | (158,004.00)        | 48        |
| <b>TOTAL REVENUE</b>                    | <b>0.00</b>   | <b>0.00</b> | <b>0.00</b> | <b>175,613.79</b> | <b>343,650.00</b> | <b>(168,036.21)</b> | <b>51</b> | <b>343,650.00</b> | <b>(168,036.21)</b> | <b>49</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |               |             |             |                   |                   |                     |           |                   |                     |           |
| TAX INCREMENT FINANCING                 | 0.00          | 0.00        | 0.00        | 171,825.00        | 343,650.00        | 171,825.00          | 50        | 343,650.00        | (171,825.00)        | 50        |
| <b>TOTAL EXPENSE</b>                    | <b>0.00</b>   | <b>0.00</b> | <b>0.00</b> | <b>171,825.00</b> | <b>343,650.00</b> | <b>171,825.00</b>   | <b>50</b> | <b>343,650.00</b> | <b>171,825.00</b>   | <b>50</b> |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>0.00</b>   | <b>0.00</b> | <b>0.00</b> | <b>3,788.79</b>   | <b>0.00</b>       | <b>3,788.79</b>     |           | <b>0.00</b>       | <b>(339,861.21)</b> |           |

Budget Variance Report

Fund: 79 - SEDA

|   | CURRENT MONTH    |                    |                  | YEAR TO DATE      |                     |                   |            | ANNUAL BUDGET       |                     |            |
|---|------------------|--------------------|------------------|-------------------|---------------------|-------------------|------------|---------------------|---------------------|------------|
|   | ACTUAL           | BUDGETED           | VARIANCE         | ACTUAL            | BUDGETED            | VARIANCE          | %          | TOTAL               | REMAINING           | %          |
| <b><u>REVENUE SUMMARY</u></b>           |                  |                    |                  |                   |                     |                   |            |                     |                     |            |
| TAXES                                   | 49,499.00        | 43,102.85          | 6,396.15         | 627,495.47        | 519,311.00          | 108,184.47        | 121        | 519,311.00          | 108,184.47          | -21        |
| INTERGOVERNMENTAL                       | 0.00             | 0.00               | 0.00             | 34,000.00         | 0.00                | 34,000.00         |            | 0.00                | 34,000.00           |            |
| OTHER REVENUE                           | 23.48            | 189.18             | (165.70)         | 464.82            | 2,154.00            | (1,689.18)        | 22         | 2,154.00            | (1,689.18)          | 78         |
| <b>TOTAL REVENUE</b>                    | <b>49,522.48</b> | <b>43,292.03</b>   | <b>6,230.45</b>  | <b>661,960.29</b> | <b>521,465.00</b>   | <b>140,495.29</b> | <b>127</b> | <b>521,465.00</b>   | <b>140,495.29</b>   | <b>-27</b> |
| <b><u>EXPENSE SUMMARY</u></b>           |                  |                    |                  |                   |                     |                   |            |                     |                     |            |
| SEDA                                    | 34,683.12        | 78,236.28          | 43,553.16        | 497,165.66        | 939,311.00          | 442,145.34        | 53         | 939,311.00          | (442,145.34)        | 47         |
| <b>TOTAL EXPENSE</b>                    | <b>34,683.12</b> | <b>78,236.28</b>   | <b>43,553.16</b> | <b>497,165.66</b> | <b>939,311.00</b>   | <b>442,145.34</b> | <b>53</b>  | <b>939,311.00</b>   | <b>442,145.34</b>   | <b>47</b>  |
| <b>REVENUE OVER/(UNDER) EXPENDITURE</b> | <b>14,839.36</b> | <b>(34,944.25)</b> | <b>49,783.61</b> | <b>164,794.63</b> | <b>(417,846.00)</b> | <b>582,640.63</b> |            | <b>(417,846.00)</b> | <b>(301,650.05)</b> |            |





# Prior-Year Comparative Income Statement

Item 22.

## Group Summary

For the Period Ending 09/30/2021

| Categor...  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|---|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| <b>Fund: 01 - GENERAL FUND</b>                      |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                                      |                             |                             |  |                |                           |                           |  |                |
| 40 - TAXES  | 590,800.23                  | 634,874.42                  | 44,074.19                                      | 7.46%          | 13,555,586.77             | 14,925,927.66             | 1,370,340.89                                 | 10.11%         |
| 41 - LICENSES AND PERMITS                           | 23,568.56                   | 15,725.50                   | -7,843.06                                      | -33.28%        | 321,773.95                | 371,076.23                | 49,302.28                                    | 15.32%         |
| 42 - FINES AND FORFEITURES                          | 2,856.94                    | 4,658.47                    | 1,801.53                                       | 63.06%         | 78,498.14                 | 101,481.56                | 22,983.42                                    | 29.28%         |
| 43 - INTERGOVERNMENTAL                              | 542,146.94                  | 202,880.44                  | -339,266.50                                    | -62.58%        | 923,019.54                | 1,408,272.73              | 485,253.19                                   | 52.57%         |
| 44 - CHARGES FOR SERVICES                           | 128,404.46                  | 333,044.03                  | 204,639.57                                     | 159.37%        | 947,366.82                | 1,349,495.26              | 402,128.44                                   | 42.45%         |
| 45 - OTHER REVENUE                                  | 628,457.86                  | 22,487.39                   | -605,970.47                                    | -96.42%        | 1,212,612.34              | 301,466.88                | -911,145.46                                  | -75.14%        |
| 49 - TRANSFER                                       | 889,555.00                  | 0.00                        | -889,555.00                                    | -100.00%       | 1,034,955.00              | 683,841.00                | -351,114.00                                  | -33.93%        |
| <b>Revenue Total:</b>                               | <b>2,805,789.99</b>         | <b>1,213,670.25</b>         | <b>-1,592,119.74</b>                           | <b>-56.74%</b> | <b>18,073,812.56</b>      | <b>19,141,561.32</b>      | <b>1,067,748.76</b>                          | <b>5.91%</b>   |
| <b>Expense</b>                                      |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 101 - CITY COUNCIL</b>               |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                                      | 3,229.50                    | 3,294.09                    | -64.59   | -2.00%         | 26,194.50                 | 24,956.90                 | 1,237.60                                     | 4.72%          |
| 52 - CONTRACTUAL                                    | 5,768.99                    | 3,233.78                    | 2,535.21                                       | 43.95%         | 66,689.46                 | 170,881.78                | -104,192.32                                  | -156.24%       |
| 53 - GENERAL SERVICES                               | 99.15                       | 22.30                       | 76.85  | 77.51%         | 11,326.81                 | 3,151.25                  | 8,175.56                                     | 72.18%         |
| 54 - MACHINE & EQUIPMENT MAI                        | 0.00                        | 2,000.00                    | -2,000.00                                      | 0.00%          | 10,533.33                 | 13,038.00                 | -2,504.67                                    | -23.78%        |
| 58 - GRANT DISBURSEMENTS                            | 200.00                      | 0.00                        | 200.00   | 100.00%        | 82,396.49                 | 74,748.11                 | 7,648.38                                     | 9.28%          |
| <b>Department 101 - CITY COUNCIL Total:</b>         | <b>9,297.64</b>             | <b>8,550.17</b>             | <b>747.47</b>                                  | <b>8.04%</b>   | <b>197,140.59</b>         | <b>286,776.04</b>         | <b>-89,635.45</b>                            | <b>-45.47%</b> |
| <b>Department: 102 - CITY MANAGER</b>               |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                                      | 46,080.15                   | 51,518.23                   | -5,438.08                                      | -11.80%        | 318,081.73                | 397,985.93                | -79,904.20                                   | -25.12%        |
| 52 - CONTRACTUAL                                    | 425.79                      | 110.69                      | 315.10   | 74.00%         | 19,192.79                 | 14,906.74                 | 4,286.05                                     | 22.33%         |
| 53 - GENERAL SERVICES                               | 1,118.67                    | 12.50                       | 1,106.17                                       | 98.88%         | 9,473.94                  | 5,884.50                  | 3,589.44                                     | 37.89%         |
| <b>Department 102 - CITY MANAGER Total:</b>         | <b>47,624.61</b>            | <b>51,641.42</b>            | <b>-4,016.81</b>                               | <b>-8.43%</b>  | <b>346,748.46</b>         | <b>418,777.17</b>         | <b>-72,028.71</b>                            | <b>-20.77%</b> |
| <b>Department: 103 - CITY SECRETARY</b>             |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                                      | 9,872.43                    | 11,871.09                   | -1,998.66                                      | -20.24%        | 86,597.55                 | 90,624.26                 | -4,026.71                                    | -4.65%         |
| 52 - CONTRACTUAL                                    | 149.71                      | 929.89                      | -780.18  | -521.13%       | 22,945.06                 | 15,185.09                 | 7,759.97                                     | 33.82%         |
| 53 - GENERAL SERVICES                               | 32.92                       | 0.00                        | 32.92  | 100.00%        | 905.72                    | 1,027.13                  | -121.41                                      | -13.40%        |
| 54 - MACHINE & EQUIPMENT MAI                        | 0.00                        | -3,704.15                   | 3,704.15                                       | 0.00%          | 13,972.05                 | 24,693.18                 | -10,721.13                                   | -76.73%        |
| 55 - CAPITAL OUTLAY                                 | 0.00                        | 1,704.15                    | -1,704.15                                      | 0.00%          | 21,908.57                 | 22,541.81                 | -633.24                                      | -2.89%         |
| <b>Department 103 - CITY SECRETARY Total:</b>       | <b>10,055.06</b>            | <b>10,800.98</b>            | <b>-745.92</b>                                 | <b>-7.42%</b>  | <b>146,328.95</b>         | <b>154,071.47</b>         | <b>-7,742.52</b>                             | <b>-5.29%</b>  |
| <b>Department: 104 - EMERGENCY MANAGEMENT</b>       |                             |                             |  |                |                           |                           |  |                |
| 52 - CONTRACTUAL                                    | 344.96                      | 363.02                      | -18.06   | -5.24%         | 19,212.09                 | 14,581.21                 | 4,630.88                                     | 24.10%         |
| 54 - MACHINE & EQUIPMENT MAI                        | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 2,038.03                  | -2,038.03                                    | 0.00%          |
| <b>Department 104 - EMERGENCY MANAGEMENT Total:</b> | <b>344.96</b>               | <b>363.02</b>               | <b>-18.06</b>                                  | <b>-5.24%</b>  | <b>19,212.09</b>          | <b>16,619.24</b>          | <b>2,592.85</b>                              | <b>13.50%</b>  |

Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %        | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|---|-----------------------------|-----------------------------|--|-------------------|---------------------------|---------------------------|--|----------------|
| <b>Department: 105 - MUNICIPAL BUILDING</b>           |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | -5,210.11                   | 2,531.64                    | -7,741.75                                      | -148.59%          | 20,939.69                 | 20,586.10                 | 353.59                                       | 1.69%          |
| 52 - CONTRACTUAL                                      | 3,683.73                    | 2,504.96                    | 1,178.77                                       | 32.00%            | 33,749.84                 | 31,659.36                 | 2,090.48                                     | 6.19%          |
| 53 - GENERAL SERVICES                                 | 1,907.78                    | 827.68                      | 1,080.10                                       | 56.62%            | 18,619.33                 | 14,046.03                 | 4,573.30                                     | 24.56%         |
| 54 - MACHINE & EQUIPMENT MAI                          | 0.00                        | 0.00                        | 0.00   | 0.00%             | 25,154.43                 | 21,476.62                 | 3,677.81                                     | 14.62%         |
| 55 - CAPITAL OUTLAY                                   | 137.55                      | 0.00                        | 137.55   | 100.00%           | 9,868.75                  | 0.00                      | 9,868.75                                     | 100.00%        |
| <b>Department 105 - MUNICIPAL BUILDING Total:</b>     | <b>518.95</b>               | <b>5,864.28</b>             | <b>-5,345.33</b>                               | <b>-1,030.03%</b> | <b>108,332.04</b>         | <b>87,768.11</b>          | <b>20,563.93</b>                             | <b>18.98%</b>  |
| <b>Department: 106 - MUNICIPAL SERVICES CTR</b>       |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | 10,819.95                   | 7,091.17                    | 3,728.78                                       | 34.46%            | 43,803.23                 | 45,822.24                 | -2,019.01                                    | -4.61%         |
| 52 - CONTRACTUAL                                      | 2,615.07                    | 2,353.04                    | 262.03   | 10.02%            | 27,427.80                 | 26,578.57                 | 849.23                                       | 3.10%          |
| 53 - GENERAL SERVICES                                 | -14,676.11                  | -5,347.69                   | -9,328.42                                      | -63.56%           | 5,246.57                  | 27,763.56                 | -22,516.99                                   | -429.18%       |
| 54 - MACHINE & EQUIPMENT MAI                          | 1,904.56                    | 4,978.60                    | -3,074.04                                      | -161.40%          | 6,643.15                  | 12,583.54                 | -5,940.39                                    | -89.42%        |
| <b>Department 106 - MUNICIPAL SERVICES CTR Total:</b> | <b>663.47</b>               | <b>9,075.12</b>             | <b>-8,411.65</b>                               | <b>-1,267.83%</b> | <b>83,120.75</b>          | <b>112,747.91</b>         | <b>-29,627.16</b>                            | <b>-35.64%</b> |
| <b>Department: 107 - HUMAN RESOURCES</b>              |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | 8,384.22                    | 10,086.58                   | -1,702.36                                      | -20.30%           | 78,370.22                 | 88,312.26                 | -9,942.04                                    | -12.69%        |
| 52 - CONTRACTUAL                                      | 1,369.64                    | 4,121.24                    | -2,751.60                                      | -200.90%          | 58,198.03                 | 74,322.38                 | -16,124.35                                   | -27.71%        |
| 53 - GENERAL SERVICES                                 | 7.35                        | 43.29                       | -35.94   | -488.98%          | 919.54                    | 2,462.14                  | -1,542.60                                    | -167.76%       |
| 54 - MACHINE & EQUIPMENT MAI                          | 0.00                        | 14,999.00                   | -14,999.00                                     | 0.00%             | 0.00                      | 29,998.00                 | -29,998.00                                   | 0.00%          |
| 55 - CAPITAL OUTLAY                                   | 0.00                        | 0.00                        | 0.00   | 0.00%             | 14,999.00                 | 0.00                      | 14,999.00                                    | 100.00%        |
| <b>Department 107 - HUMAN RESOURCES Total:</b>        | <b>9,761.21</b>             | <b>29,250.11</b>            | <b>-19,488.90</b>                              | <b>-199.66%</b>   | <b>152,486.79</b>         | <b>195,094.78</b>         | <b>-42,607.99</b>                            | <b>-27.94%</b> |
| <b>Department: 108 - DOWNTOWN</b>                     |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | 0.00                        | 5,995.07                    | -5,995.07                                      | 0.00%             | 0.00                      | 31,008.57                 | -31,008.57                                   | 0.00%          |
| 52 - CONTRACTUAL                                      | 0.00                        | 830.87                      | -830.87  | 0.00%             | 0.00                      | 2,699.01                  | -2,699.01                                    | 0.00%          |
| 53 - GENERAL SERVICES                                 | 0.00                        | 43.28                       | -43.28   | 0.00%             | 0.00                      | 2,204.75                  | -2,204.75                                    | 0.00%          |
| <b>Department 108 - DOWNTOWN Total:</b>               | <b>0.00</b>                 | <b>6,869.22</b>             | <b>-6,869.22</b>                               | <b>0.00%</b>      | <b>0.00</b>               | <b>35,912.33</b>          | <b>-35,912.33</b>                            | <b>0.00%</b>   |
| <b>Department: 201 - FINANCE</b>                      |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | 38,883.29                   | 44,989.56                   | -6,106.27                                      | -15.70%           | 345,013.33                | 350,805.30                | -5,791.97                                    | -1.68%         |
| 52 - CONTRACTUAL                                      | 17,487.70                   | 45,344.36                   | -27,856.66                                     | -159.29%          | 117,330.69                | 137,692.92                | -20,362.23                                   | -17.35%        |
| 53 - GENERAL SERVICES                                 | 0.00                        | 29.59                       | -29.59   | 0.00%             | 3,198.61                  | 2,213.92                  | 984.69                                       | 30.78%         |
| 54 - MACHINE & EQUIPMENT MAI                          | 0.00                        | 0.00                        | 0.00   | 0.00%             | 61,478.52                 | 21,353.34                 | 40,125.18                                    | 65.27%         |
| 56 - BANK CHARGES                                     | 200.15                      | 240.00                      | -39.85   | -19.91%           | 2,357.77                  | 3,696.93                  | -1,339.16                                    | -56.80%        |
| <b>Department 201 - FINANCE Total:</b>                | <b>56,571.14</b>            | <b>90,603.51</b>            | <b>-34,032.37</b>                              | <b>-60.16%</b>    | <b>529,378.92</b>         | <b>515,762.41</b>         | <b>13,616.51</b>                             | <b>2.57%</b>   |
| <b>Department: 203 - INFORMATION TECHNOLOGY</b>       |                             |                             |  |                   |                           |                           |  |                |
| 51 - PERSONNEL  | 28,291.51                   | 26,367.57                   | 1,923.94                                       | 6.80%             | 217,912.27                | 204,091.04                | 13,821.23                                    | 6.34%          |
| 52 - CONTRACTUAL                                      | 16.66                       | 2,034.33                    | -2,017.67                                      | -12,110.86%       | 5,745.95                  | 25,237.11                 | -19,491.16                                   | -339.22%       |
| 53 - GENERAL SERVICES                                 | 203.61                      | 397.56                      | -193.95  | -95.26%           | 2,816.04                  | 7,533.52                  | -4,717.48                                    | -167.52%       |
| 54 - MACHINE & EQUIPMENT MAI                          | 5,120.52                    | 298.07                      | 4,822.45                                       | 94.18%            | 52,360.41                 | 84,787.79                 | -32,427.38                                   | -61.93%        |
| 55 - CAPITAL OUTLAY                                   | 0.00                        | 2,758.67                    | -2,758.67                                      | 0.00%             | 0.00                      | 2,758.67                  | -2,758.67                                    | 0.00%          |
| <b>Department 203 - INFORMATION TECHNOLOGY Total:</b> | <b>33,632.30</b>            | <b>31,856.20</b>            | <b>1,776.10</b>                                | <b>5.28%</b>      | <b>278,834.67</b>         | <b>324,408.13</b>         | <b>-45,573.46</b>                            | <b>-16.34%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %      | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|----------------|
| <b>Department: 204 - TAX</b>                          |                             |                             |  |                 |                           |                           |  |                |
| 52 - CONTRACTUAL                                      | 37.60                       | 19.20                       | 18.40  | 48.94%          | 167,702.72                | 166,642.88                | 1,059.84                                     | 0.63%          |
| <b>Department 204 - TAX Total:</b>                    | <b>37.60</b>                | <b>19.20</b>                | <b>18.40</b>                                   | <b>48.94%</b>   | <b>167,702.72</b>         | <b>166,642.88</b>         | <b>1,059.84</b>                              | <b>0.63%</b>   |
| <b>Department: 301 - LEGAL COUNSEL</b>                |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL  | 8,238.60                    | 13,634.80                   | -5,396.20                                      | -65.50%         | 102,209.39                | 101,914.29                | 295.10                                       | 0.29%          |
| 52 - CONTRACTUAL                                      | 0.00                        | 13,071.04                   | -13,071.04                                     | 0.00%           | 1,811.14                  | 14,164.08                 | -12,352.94                                   | -682.05%       |
| <b>Department 301 - LEGAL COUNSEL Total:</b>          | <b>8,238.60</b>             | <b>26,705.84</b>            | <b>-18,467.24</b>                              | <b>-224.16%</b> | <b>104,020.53</b>         | <b>116,078.37</b>         | <b>-12,057.84</b>                            | <b>-11.59%</b> |
| <b>Department: 302 - MUNICIPAL COURT</b>              |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL  | 5,717.33                    | 7,314.80                    | -1,597.47                                      | -27.94%         | 54,724.64                 | 57,091.02                 | -2,366.38                                    | -4.32%         |
| 52 - CONTRACTUAL                                      | 4,701.33                    | 3,664.99                    | 1,036.34                                       | 22.04%          | 45,537.51                 | 45,848.72                 | -311.21                                      | -0.68%         |
| 53 - GENERAL SERVICES                                 | 111.78                      | 314.30                      | -202.52  | -181.18%        | 2,101.39                  | 3,791.34                  | -1,689.95                                    | -80.42%        |
| 54 - MACHINE & EQUIPMENT MAI                          | 0.00                        | 0.00                        | 0.00   | 0.00%           | 4,250.00                  | 4,387.50                  | -137.50                                      | -3.24%         |
| 55 - CAPITAL OUTLAY                                   | 0.00                        | 0.00                        | 0.00   | 0.00%           | 14,563.52                 | 0.00                      | 14,563.52                                    | 100.00%        |
| <b>Department 302 - MUNICIPAL COURT Total:</b>        | <b>10,530.44</b>            | <b>11,294.09</b>            | <b>-763.65</b>                                 | <b>-7.25%</b>   | <b>121,177.06</b>         | <b>111,118.58</b>         | <b>10,058.48</b>                             | <b>8.30%</b>   |
| <b>Department: 402 - STREET MAINTENANCE</b>           |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL  | 46,699.50                   | 46,795.32                   | -95.82   | -0.21%          | 430,583.58                | 395,416.86                | 35,166.72                                    | 8.17%          |
| 52 - CONTRACTUAL                                      | 33,484.16                   | 33,518.98                   | -34.82   | -0.10%          | 191,811.65                | 246,570.77                | -54,759.12                                   | -28.55%        |
| 53 - GENERAL SERVICES                                 | 2,595.97                    | 7,475.73                    | -4,879.76                                      | -187.97%        | 25,452.61                 | 24,694.39                 | 758.22                                       | 2.98%          |
| 54 - MACHINE & EQUIPMENT MAI                          | 11,167.98                   | 5,685.47                    | 5,482.51                                       | 49.09%          | 121,448.66                | 92,397.58                 | 29,051.08                                    | 23.92%         |
| 55 - CAPITAL OUTLAY                                   | 49.99                       | 0.00                        | 49.99  | 100.00%         | 13,617.97                 | 43,847.00                 | -30,229.03                                   | -221.98%       |
| <b>Department 402 - STREET MAINTENANCE Total:</b>     | <b>93,997.60</b>            | <b>93,475.50</b>            | <b>522.10</b>                                  | <b>0.56%</b>    | <b>782,914.47</b>         | <b>802,926.60</b>         | <b>-20,012.13</b>                            | <b>-2.56%</b>  |
| <b>Department: 501 - PARKS &amp; RECREATION</b>       |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL  | 91,571.93                   | 80,380.98                   | 11,190.95                                      | 12.22%          | 849,185.84                | 859,434.26                | -10,248.42                                   | -1.21%         |
| 52 - CONTRACTUAL                                      | 82,465.91                   | 60,759.58                   | 21,706.33                                      | 26.32%          | 321,308.13                | 530,219.31                | -208,911.18                                  | -65.02%        |
| 53 - GENERAL SERVICES                                 | 5,077.97                    | 27,937.35                   | -22,859.38                                     | -450.17%        | 114,678.44                | 147,800.68                | -33,122.24                                   | -28.88%        |
| 54 - MACHINE & EQUIPMENT MAI                          | 5,726.78                    | 10,253.59                   | -4,526.81                                      | -79.05%         | 103,429.16                | 79,622.25                 | 23,806.91                                    | 23.02%         |
| 55 - CAPITAL OUTLAY                                   | 639,855.89                  | 12,781.97                   | 627,073.92                                     | 98.00%          | 826,148.05                | 648,002.98                | 178,145.07                                   | 21.56%         |
| 56 - BANK CHARGES                                     | 1.15                        | 0.00                        | 1.15   | 100.00%         | 9.52                      | 0.00                      | 9.52   | 100.00%        |
| <b>Department 501 - PARKS &amp; RECREATION Total:</b> | <b>824,699.63</b>           | <b>192,113.47</b>           | <b>632,586.16</b>                              | <b>76.71%</b>   | <b>2,214,759.14</b>       | <b>2,265,079.48</b>       | <b>-50,320.34</b>                            | <b>-2.27%</b>  |
| <b>Department: 502 - PARK MAINTENANCE</b>             |                             |                             |  |                 |                           |                           |  |                |
| 52 - CONTRACTUAL                                      | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.00                      | 0.00                      | 0.00   | 0.00%          |
| 55 - CAPITAL OUTLAY                                   | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.00                      | 0.00                      | 0.00   | 0.00%          |
| <b>Department 502 - PARK MAINTENANCE Total:</b>       | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>    | <b>0.00</b>               | <b>0.00</b>               | <b>0.00</b>                                  | <b>0.00%</b>   |
| <b>Department: 504 - LIBRARY</b>                      |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL  | 21,645.78                   | 41,780.56                   | -20,134.78                                     | -93.02%         | 191,641.37                | 186,285.06                | 5,356.31                                     | 2.79%          |
| 52 - CONTRACTUAL                                      | 1,921.34                    | 2,970.80                    | -1,049.46                                      | -54.62%         | 15,220.65                 | 17,484.68                 | -2,264.03                                    | -14.87%        |
| 53 - GENERAL SERVICES                                 | 975.52                      | 3,194.52                    | -2,219.00                                      | -227.47%        | 15,613.66                 | 24,143.40                 | -8,529.74                                    | -54.63%        |
| 54 - MACHINE & EQUIPMENT MAI                          | 0.00                        | 3,863.50                    | -3,863.50                                      | 0.00%           | 12,753.28                 | 10,797.36                 | 1,955.92                                     | 15.34%         |
| 56 - BANK CHARGES                                     | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.84                      | 0.00                      | 0.84   | 100.00%        |
| <b>Department 504 - LIBRARY Total:</b>                | <b>24,542.64</b>            | <b>51,809.38</b>            | <b>-27,266.74</b>                              | <b>-111.10%</b> | <b>235,229.80</b>         | <b>238,710.50</b>         | <b>-3,480.70</b>                             | <b>-1.48%</b>  |

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| Categor...  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %      | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|----------------|
| <b>Department: 505 - STREET MAINTENANCE</b>       |                             |                             |  |                 |                           |                           |  |                |
| 54 - MACHINE & EQUIPMENT MAI                      | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.00                      | 0.00                      | 0.00   | 0.00%          |
| <b>Department 505 - STREET MAINTENANCE Total:</b> | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>    | <b>0.00</b>               | <b>0.00</b>               | <b>0.00</b>                                  | <b>0.00%</b>   |
| <b>Department: 506 - SENIOR CENTER</b>            |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL                                    | 7,128.26                    | 8,774.62                    | -1,646.36                                      | -23.10%         | 71,567.80                 | 66,553.56                 | 5,014.24                                     | 7.01%          |
| 52 - CONTRACTUAL                                  | 1,475.49                    | 3,926.45                    | -2,450.96                                      | -166.11%        | 24,862.65                 | 20,445.23                 | 4,417.42                                     | 17.77%         |
| 53 - GENERAL SERVICES                             | 5,630.20                    | 389.74                      | 5,240.46                                       | 93.08%          | 17,228.50                 | 12,499.01                 | 4,729.49                                     | 27.45%         |
| 54 - MACHINE & EQUIPMENT MAI                      | 0.00                        | 1,982.00                    | -1,982.00                                      | 0.00%           | 4,836.00                  | 10,002.31                 | -5,166.31                                    | -106.83%       |
| <b>Department 506 - SENIOR CENTER Total:</b>      | <b>14,233.95</b>            | <b>15,072.81</b>            | <b>-838.86</b>                                 | <b>-5.89%</b>   | <b>118,494.95</b>         | <b>109,500.11</b>         | <b>8,994.84</b>                              | <b>7.59%</b>   |
| <b>Department: 507 - AQUATIC CENTER</b>           |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL                                    | 710.49                      | 2,555.41                    | -1,844.92                                      | -259.67%        | 86,667.96                 | 117,116.19                | -30,448.23                                   | -35.13%        |
| 52 - CONTRACTUAL                                  | 4,421.92                    | 16,317.42                   | -11,895.50                                     | -269.01%        | 31,129.21                 | 50,777.82                 | -19,648.61                                   | -63.12%        |
| 53 - GENERAL SERVICES                             | 1,774.60                    | 1,414.22                    | 360.38   | 20.31%          | 20,831.99                 | 36,029.30                 | -15,197.31                                   | -72.95%        |
| 54 - MACHINE & EQUIPMENT MAI                      | 667.86                      | 22,971.12                   | -22,303.26                                     | -3,339.51%      | 45,719.49                 | 50,499.98                 | -4,780.49                                    | -10.46%        |
| <b>Department 507 - AQUATIC CENTER Total:</b>     | <b>7,574.87</b>             | <b>43,258.17</b>            | <b>-35,683.30</b>                              | <b>-471.07%</b> | <b>184,348.65</b>         | <b>254,423.29</b>         | <b>-70,074.64</b>                            | <b>-38.01%</b> |
| <b>Department: 601 - FIRE DEPARTMENT</b>          |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL                                    | 304,932.19                  | 394,452.79                  | -89,520.60                                     | -29.36%         | 2,748,666.96              | 3,027,485.92              | -278,818.96                                  | -10.14%        |
| 52 - CONTRACTUAL                                  | 7,782.61                    | 12,334.03                   | -4,551.42                                      | -58.48%         | 160,059.20                | 119,304.37                | 40,754.83                                    | 25.46%         |
| 53 - GENERAL SERVICES                             | 31,476.63                   | 15,602.30                   | 15,874.33                                      | 50.43%          | 168,900.46                | 267,938.92                | -99,038.46                                   | -58.64%        |
| 54 - MACHINE & EQUIPMENT MAI                      | 3,257.05                    | 6,709.78                    | -3,452.73                                      | -106.01%        | 71,444.55                 | 91,100.80                 | -19,656.25                                   | -27.51%        |
| 55 - CAPITAL OUTLAY                               | 19,009.12                   | 0.00                        | 19,009.12                                      | 100.00%         | 335,562.20                | 20,462.11                 | 315,100.09                                   | 93.90%         |
| 56 - BANK CHARGES                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 2.25                      | 0.42                      | 1.83   | 81.33%         |
| 57 - DEBT SERVICE                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 231,825.49                | 232,124.01                | -298.52                                      | -0.13%         |
| <b>Department 601 - FIRE DEPARTMENT Total:</b>    | <b>366,457.60</b>           | <b>429,098.90</b>           | <b>-62,641.30</b>                              | <b>-17.09%</b>  | <b>3,716,461.11</b>       | <b>3,758,416.55</b>       | <b>-41,955.44</b>                            | <b>-1.13%</b>  |
| <b>Department: 701 - POLICE DEPARTMENT</b>        |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL                                    | 472,752.81                  | 481,537.48                  | -8,784.67                                      | -1.86%          | 4,301,780.92              | 4,150,748.47              | 151,032.45                                   | 3.51%          |
| 52 - CONTRACTUAL                                  | 277,203.00                  | 17,254.10                   | 259,948.90                                     | 93.78%          | 945,805.85                | 593,939.43                | 351,866.42                                   | 37.20%         |
| 53 - GENERAL SERVICES                             | 24,004.44                   | 29,126.95                   | -5,122.51                                      | -21.34%         | 167,281.59                | 185,922.97                | -18,641.38                                   | -11.14%        |
| 54 - MACHINE & EQUIPMENT MAI                      | 7,289.96                    | 3,916.28                    | 3,373.68                                       | 46.28%          | 163,531.24                | 184,111.75                | -20,580.51                                   | -12.59%        |
| 55 - CAPITAL OUTLAY                               | 4,950.00                    | 0.00                        | 4,950.00                                       | 100.00%         | 468,290.46                | 227,053.57                | 241,236.89                                   | 51.51%         |
| 56 - BANK CHARGES                                 | 4.79                        | 0.00                        | 4.79   | 100.00%         | 14.39                     | 0.07                      | 14.32  | 99.51%         |
| 57 - DEBT SERVICE                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 122,131.01                | 87,349.15                 | 34,781.86                                    | 28.48%         |
| <b>Department 701 - POLICE DEPARTMENT Total:</b>  | <b>786,205.00</b>           | <b>531,834.81</b>           | <b>254,370.19</b>                              | <b>32.35%</b>   | <b>6,168,835.46</b>       | <b>5,429,125.41</b>       | <b>739,710.05</b>                            | <b>11.99%</b>  |
| <b>Department: 801 - DEVELOPMENT SERVICES</b>     |                             |                             |  |                 |                           |                           |  |                |
| 51 - PERSONNEL                                    | 44,147.63                   | 42,549.74                   | 1,597.89                                       | 3.62%           | 334,641.74                | 378,053.30                | -43,411.56                                   | -12.97%        |
| 52 - CONTRACTUAL                                  | 10,700.41                   | 14,226.51                   | -3,526.10                                      | -32.95%         | 122,246.55                | 101,732.75                | 20,513.80                                    | 16.78%         |
| 53 - GENERAL SERVICES                             | 1,052.76                    | 539.40                      | 513.36   | 48.76%          | 9,782.66                  | 9,865.16                  | -82.50                                       | -0.84%         |
| 54 - MACHINE & EQUIPMENT MAI                      | 43.29                       | 0.00                        | 43.29  | 100.00%         | 11,533.08                 | 11,547.80                 | -14.72                                       | -0.13%         |
| 55 - CAPITAL OUTLAY                               | 0.00                        | 0.00                        | 0.00   | 0.00%           | 73,853.00                 | 0.00                      | 73,853.00                                    | 100.00%        |
| 56 - BANK CHARGES                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 31.01                     | 0.00                      | 31.01  | 100.00%        |



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| Categor...  | 2019-2020           | 2020-2021           | Sept. Variance            | Variance %     | 2019-2020            | 2020-2021            | YTD Variance              | Variance %     |
|---|---------------------|---------------------|---------------------------|----------------|----------------------|----------------------|---------------------------|----------------|
|   | Sept. Activity      | Sept. Activity      | Favorable / (Unfavorable) |                | YTD Activity         | YTD Activity         | Favorable / (Unfavorable) |                |
| 58 - GRANT DISBURSEMENTS                            | 0.00                | 0.00                | 0.00                      | 0.00%          | 0.00                 | 7,209.48             | -7,209.48                 | 0.00%          |
| <b>Department 801 - DEVELOPMENT SERVICES Total:</b> | <b>55,944.09</b>    | <b>57,315.65</b>    | <b>-1,371.56</b>          | <b>-2.45%</b>  | <b>552,088.04</b>    | <b>508,408.49</b>    | <b>43,679.55</b>          | <b>7.91%</b>   |
| <b>Department: 900 - TRANSFERS</b>                  |                     |                     |                           |                |                      |                      |                           |                |
| 59 - TRANSFER                                       | 1,071,572.00        | 0.00                | 1,071,572.00              | 100.00%        | 1,071,572.00         | 1,299,390.00         | -227,818.00               | -21.26%        |
| <b>Department 900 - TRANSFERS Total:</b>            | <b>1,071,572.00</b> | <b>0.00</b>         | <b>1,071,572.00</b>       | <b>100.00%</b> | <b>1,071,572.00</b>  | <b>1,299,390.00</b>  | <b>-227,818.00</b>        | <b>-21.26%</b> |
| <b>Expense Total:</b>                               | <b>3,432,503.36</b> | <b>1,696,871.85</b> | <b>1,735,631.51</b>       | <b>50.56%</b>  | <b>17,299,187.19</b> | <b>17,207,757.85</b> | <b>91,429.34</b>          | <b>0.53%</b>   |
| <b>Total Revenues</b>                               | <b>2,805,789.99</b> | <b>1,213,670.25</b> | <b>-1,592,119.74</b>      | <b>-56.74%</b> | <b>18,073,812.56</b> | <b>19,141,561.32</b> | <b>1,067,748.76</b>       | <b>5.91%</b>   |
| <b>Fund 01 Surplus (Deficit):</b>                   | <b>-626,713.37</b>  | <b>-483,201.60</b>  | <b>143,511.77</b>         | <b>22.90%</b>  | <b>774,625.37</b>    | <b>1,933,803.47</b>  | <b>1,159,178.10</b>       | <b>149.64%</b> |

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| Categor...  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %      | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %    |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|---------------|
| <b>Fund: 02 - WATER AND WASTEWATER FUND</b>             |                             |                             |  |                 |                           |                           |  |               |
| <b>Revenue</b>  |                             |                             |  |                 |                           |                           |  |               |
| 41 - LICENSES AND PERMITS                               | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.00                      | 720.71                    | 720.71                                       | 0.00%         |
| 43 - INTERGOVERNMENTAL                                  | 2,750.00                    | 0.00                        | -2,750.00                                      | -100.00%        | 234,875.00                | 2,632,354.03              | 2,397,479.03                                 | 1,020.75%     |
| 44 - CHARGES FOR SERVICES                               | 854,121.11                  | 943,125.42                  | 89,004.31                                      | 10.42%          | 8,402,299.58              | 8,887,856.13              | 485,556.55                                   | 5.78%         |
| 45 - OTHER REVENUE                                      | 8,284.06                    | 6,658.12                    | -1,625.94                                      | -19.63%         | 262,044.78                | 28,852.39                 | -233,192.39                                  | -88.99%       |
| 49 - TRANSFER   | 0.00                        | 0.00                        | 0.00   | 0.00%           | 40,337.00                 | 34,753.00                 | -5,584.00                                    | -13.84%       |
| <b>Revenue Total:</b>                                   | <b>865,155.17</b>           | <b>949,783.54</b>           | <b>84,628.37</b>                               | <b>9.78%</b>    | <b>8,939,556.36</b>       | <b>11,584,536.26</b>      | <b>2,644,979.90</b>                          | <b>29.59%</b> |
| <b>Expense</b>  |                             |                             |  |                 |                           |                           |  |               |
| <b>Department: 000 - UTILITIES ADMINISTRATION</b>       |                             |                             |  |                 |                           |                           |  |               |
| 51 - PERSONNEL  | 36,574.13                   | 39,571.74                   | -2,997.61                                      | -8.20%          | 348,814.90                | 269,865.71                | 78,949.19                                    | 22.63%        |
| 52 - CONTRACTUAL  | 4,790.54                    | 5,932.48                    | -1,141.94                                      | -23.84%         | 13,961.27                 | 88,191.35                 | -74,230.08                                   | -531.69%      |
| 53 - GENERAL SERVICES                                   | 77.82                       | 0.00                        | 77.82  | 100.00%         | 892.17                    | 4,798.84                  | -3,906.67                                    | -437.88%      |
| 54 - MACHINE & EQUIPMENT MAI                            | 0.00                        | 0.00                        | 0.00   | 0.00%           | 24.67                     | 110.00                    | -85.33                                       | -345.89%      |
| 55 - CAPITAL OUTLAY                                     | 0.00                        | 0.00                        | 0.00   | 0.00%           | 515,485.42                | 0.00                      | 515,485.42                                   | 100.00%       |
| <b>Department 000 - UTILITIES ADMINISTRATION Total:</b> | <b>41,442.49</b>            | <b>45,504.22</b>            | <b>-4,061.73</b>                               | <b>-9.80%</b>   | <b>879,178.43</b>         | <b>362,965.90</b>         | <b>516,212.53</b>                            | <b>58.72%</b> |
| <b>Department: 001 - WATER PRODUCTION</b>               |                             |                             |  |                 |                           |                           |  |               |
| 51 - PERSONNEL  | 22,646.36                   | 24,635.01                   | -1,988.65                                      | -8.78%          | 206,311.58                | 198,933.09                | 7,378.49                                     | 3.58%         |
| 52 - CONTRACTUAL  | 52,953.32                   | 57,408.95                   | -4,455.63                                      | -8.41%          | 490,446.34                | 559,327.98                | -68,881.64                                   | -14.04%       |
| 53 - GENERAL SERVICES                                   | 1,211.89                    | 1,020.03                    | 191.86   | 15.83%          | 8,496.74                  | 7,868.15                  | 628.59                                       | 7.40%         |
| 54 - MACHINE & EQUIPMENT MAI                            | 1,908.50                    | 380.29                      | 1,528.21                                       | 80.07%          | 198,055.49                | 204,089.19                | -6,033.70                                    | -3.05%        |
| 55 - CAPITAL OUTLAY                                     | 643,207.05                  | 29,870.00                   | 613,337.05                                     | 95.36%          | 680,214.05                | 79,075.00                 | 601,139.05                                   | 88.37%        |
| <b>Department 001 - WATER PRODUCTION Total:</b>         | <b>721,927.12</b>           | <b>113,314.28</b>           | <b>608,612.84</b>                              | <b>84.30%</b>   | <b>1,583,524.20</b>       | <b>1,049,293.41</b>       | <b>534,230.79</b>                            | <b>33.74%</b> |
| <b>Department: 002 - WATER DISTRIBUTION</b>             |                             |                             |  |                 |                           |                           |  |               |
| 51 - PERSONNEL  | 21,703.68                   | 24,947.29                   | -3,243.61                                      | -14.94%         | 198,502.46                | 202,513.01                | -4,010.55                                    | -2.02%        |
| 52 - CONTRACTUAL  | 22,399.63                   | 22,626.47                   | -226.84  | -1.01%          | 155,464.92                | 151,325.80                | 4,139.12                                     | 2.66%         |
| 53 - GENERAL SERVICES                                   | 2,308.96                    | 5,761.87                    | -3,452.91                                      | -149.54%        | 25,116.28                 | 29,364.57                 | -4,248.29                                    | -16.91%       |
| 54 - MACHINE & EQUIPMENT MAI                            | 2,885.48                    | 29,221.18                   | -26,335.70                                     | -912.70%        | 84,164.78                 | 131,666.57                | -47,501.79                                   | -56.44%       |
| 55 - CAPITAL OUTLAY                                     | 0.00                        | 31,370.00                   | -31,370.00                                     | 0.00%           | 800,000.00                | 748,723.48                | 51,276.52                                    | 6.41%         |
| <b>Department 002 - WATER DISTRIBUTION Total:</b>       | <b>49,297.75</b>            | <b>113,926.81</b>           | <b>-64,629.06</b>                              | <b>-131.10%</b> | <b>1,263,248.44</b>       | <b>1,263,593.43</b>       | <b>-344.99</b>                               | <b>-0.03%</b> |
| <b>Department: 003 - CUSTOMER SERVICE</b>               |                             |                             |  |                 |                           |                           |  |               |
| 51 - PERSONNEL  | 18,801.52                   | 21,705.47                   | -2,903.95                                      | -15.45%         | 182,766.73                | 178,335.75                | 4,430.98                                     | 2.42%         |
| 52 - CONTRACTUAL  | 253.03                      | 2,738.05                    | -2,485.02                                      | -982.10%        | 6,135.17                  | 7,277.39                  | -1,142.22                                    | -18.62%       |
| 53 - GENERAL SERVICES                                   | 976.31                      | 786.39                      | 189.92   | 19.45%          | 7,438.66                  | 7,154.34                  | 284.32                                       | 3.82%         |
| 54 - MACHINE & EQUIPMENT MAI                            | 1,037.04                    | 890.00                      | 147.04   | 14.18%          | 40,892.08                 | 52,548.39                 | -11,656.31                                   | -28.51%       |
| <b>Department 003 - CUSTOMER SERVICE Total:</b>         | <b>21,067.90</b>            | <b>26,119.91</b>            | <b>-5,052.01</b>                               | <b>-23.98%</b>  | <b>237,232.64</b>         | <b>245,315.87</b>         | <b>-8,083.23</b>                             | <b>-3.41%</b> |
| <b>Department: 011 - WASTEWATER COLLECTION</b>          |                             |                             |  |                 |                           |                           |  |               |
| 51 - PERSONNEL  | 26,638.69                   | 27,014.93                   | -376.24  | -1.41%          | 280,640.73                | 235,655.06                | 44,985.67                                    | 16.03%        |
| 52 - CONTRACTUAL  | 12,563.48                   | 221.12                      | 12,342.36                                      | 98.24%          | 111,337.87                | 45,892.80                 | 65,445.07                                    | 58.78%        |
| 53 - GENERAL SERVICES                                   | 1,585.91                    | 1,739.18                    | -153.27  | -9.66%          | 13,027.37                 | 14,581.33                 | -1,553.96                                    | -11.93%       |



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Item 22.

| Categor...  | 2019-2020            | 2020-2021         | Sept. Variance               |                | 2019-2020            | 2020-2021            | YTD Variance                 |                |
|---|----------------------|-------------------|------------------------------|----------------|----------------------|----------------------|------------------------------|----------------|
|   | Sept. Activity       | Sept. Activity    | Favorable /<br>(Unfavorable) | Variance %     | YTD Activity         | YTD Activity         | Favorable /<br>(Unfavorable) | Variance %     |
| 54 - MACHINE & EQUIPMENT MAI                            | 1,700.27             | 2,076.93          | -376.66                      | -22.15%        | 37,221.03            | 31,127.37            | 6,093.66                     | 16.37%         |
| 55 - CAPITAL OUTLAY                                     | 644,302.24           | 0.00              | 644,302.24                   | 100.00%        | 4,921,830.06         | 199,102.73           | 4,722,727.33                 | 95.95%         |
| <b>Department 011 - WASTEWATER COLLECTION Total:</b>    | <b>686,790.59</b>    | <b>31,052.16</b>  | <b>655,738.43</b>            | <b>95.48%</b>  | <b>5,364,057.06</b>  | <b>526,359.29</b>    | <b>4,837,697.77</b>          | <b>90.19%</b>  |
| <b>Department: 012 - WASTEWATER TREATMENT</b>           |                      |                   |                              |                |                      |                      |                              |                |
| 52 - CONTRACTUAL  | 83,753.79            | 86,825.25         | -3,071.46                    | -3.67%         | 950,748.89           | 956,220.34           | -5,471.45                    | -0.58%         |
| 54 - MACHINE & EQUIPMENT MAI                            | 6,300.43             | 9,502.05          | -3,201.62                    | -50.82%        | 33,788.66            | 29,118.05            | 4,670.61                     | 13.82%         |
| 55 - CAPITAL OUTLAY                                     | 264,243.09           | 0.00              | 264,243.09                   | 100.00%        | 626,588.84           | 0.00                 | 626,588.84                   | 100.00%        |
| <b>Department 012 - WASTEWATER TREATMENT Total:</b>     | <b>354,297.31</b>    | <b>96,327.30</b>  | <b>257,970.01</b>            | <b>72.81%</b>  | <b>1,611,126.39</b>  | <b>985,338.39</b>    | <b>625,788.00</b>            | <b>38.84%</b>  |
| <b>Department: 020 - BILLING &amp; COLLECTION</b>       |                      |                   |                              |                |                      |                      |                              |                |
| 51 - PERSONNEL  | 11,545.05            | 6,079.53          | 5,465.52                     | 47.34%         | 101,080.99           | 106,508.45           | -5,427.46                    | -5.37%         |
| 52 - CONTRACTUAL  | 4,777.95             | 12,222.96         | -7,445.01                    | -155.82%       | 82,358.67            | 86,962.61            | -4,603.94                    | -5.59%         |
| 53 - GENERAL SERVICES                                   | 5,883.04             | 16,252.39         | -10,369.35                   | -176.26%       | 68,039.24            | 125,930.23           | -57,890.99                   | -85.08%        |
| 54 - MACHINE & EQUIPMENT MAI                            | 265.00               | 265.00            | 0.00                         | 0.00%          | 24,758.63            | 25,066.01            | -307.38                      | -1.24%         |
| <b>Department 020 - BILLING &amp; COLLECTION Total:</b> | <b>22,471.04</b>     | <b>34,819.88</b>  | <b>-12,348.84</b>            | <b>-54.95%</b> | <b>276,237.53</b>    | <b>344,467.30</b>    | <b>-68,229.77</b>            | <b>-24.70%</b> |
| <b>Department: 901 - NON-DEPARTMENTAL</b>               |                      |                   |                              |                |                      |                      |                              |                |
| 56 - BANK CHARGES                                       | 1.30                 | 0.00              | 1.30                         | 100.00%        | 677.98               | 277.40               | 400.58                       | 59.08%         |
| 57 - DEBT SERVICE                                       | 179,037.00           | 184,337.00        | -5,300.00                    | -2.96%         | 1,584,441.74         | 1,588,069.94         | -3,628.20                    | -0.23%         |
| 59 - TRANSFER   | 929,871.04           | 45,336.60         | 884,534.44                   | 95.12%         | 1,297,005.36         | 939,603.75           | 357,401.61                   | 27.56%         |
| <b>Department 901 - NON-DEPARTMENTAL Total:</b>         | <b>1,108,909.34</b>  | <b>229,673.60</b> | <b>879,235.74</b>            | <b>79.29%</b>  | <b>2,882,125.08</b>  | <b>2,527,951.09</b>  | <b>354,173.99</b>            | <b>12.29%</b>  |
| <b>Expense Total:</b>                                   | <b>3,006,203.54</b>  | <b>690,738.16</b> | <b>2,315,465.38</b>          | <b>77.02%</b>  | <b>14,096,729.77</b> | <b>7,305,284.68</b>  | <b>6,791,445.09</b>          | <b>48.18%</b>  |
| <b>Total Revenues</b>                                   | <b>865,155.17</b>    | <b>949,783.54</b> | <b>84,628.37</b>             | <b>9.78%</b>   | <b>8,939,556.36</b>  | <b>11,584,536.26</b> | <b>2,644,979.90</b>          | <b>29.59%</b>  |
| <b>Fund 02 Surplus (Deficit):</b>                       | <b>-2,141,048.37</b> | <b>259,045.38</b> | <b>2,400,093.75</b>          | <b>112.10%</b> | <b>-5,157,173.41</b> | <b>4,279,251.58</b>  | <b>9,436,424.99</b>          | <b>182.98%</b> |

Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                               | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| <b>Fund: 03 - SANITARY LANDFILL FUND</b> |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                           |                             |                             |  |                |                           |                           |  |                |
| 44 - CHARGES FOR SERVICES                | 86,010.70                   | 86,294.20                   | 283.50   | 0.33%          | 1,104,723.14              | 1,024,354.35              | -80,368.79                                   | -7.28%         |
| 45 - OTHER REVENUE                       | 630.80                      | 31.17                       | -599.63  | -95.06%        | 15,745.57                 | 7,094.35                  | -8,651.22                                    | -54.94%        |
| <b>Revenue Total:</b>                    | <b>86,641.50</b>            | <b>86,325.37</b>            | <b>-316.13</b>                                 | <b>-0.36%</b>  | <b>1,120,468.71</b>       | <b>1,031,448.70</b>       | <b>-89,020.01</b>                            | <b>-7.94%</b>  |
| <b>Expense</b>                           |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 030 - LANDFILL</b>        |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                           | 22,104.28                   | 26,506.89                   | -4,402.61                                      | -19.92%        | 199,644.47                | 222,216.75                | -22,572.28                                   | -11.31%        |
| 52 - CONTRACTUAL                         | 306.87                      | 12,316.22                   | -12,009.35                                     | -3,913.50%     | 35,413.49                 | 44,999.83                 | -9,586.34                                    | -27.07%        |
| 53 - GENERAL SERVICES                    | 4,198.59                    | 5,306.57                    | -1,107.98                                      | -26.39%        | 55,795.62                 | 58,692.99                 | -2,897.37                                    | -5.19%         |
| 54 - MACHINE & EQUIPMENT MAI             | 7,908.52                    | 10,689.82                   | -2,781.30                                      | -35.17%        | 101,888.64                | 106,127.17                | -4,238.53                                    | -4.16%         |
| 55 - CAPITAL OUTLAY                      | 189,378.69                  | 0.00                        | 189,378.69                                     | 100.00%        | 545,172.86                | 0.00                      | 545,172.86                                   | 100.00%        |
| 56 - BANK CHARGES                        | 0.15                        | 0.00                        | 0.15   | 100.00%        | 0.39                      | 0.00                      | 0.39   | 100.00%        |
| 59 - TRANSFER                            | 0.00                        | 0.00                        | 0.00   | 0.00%          | 35,136.00                 | 28,763.00                 | 6,373.00                                     | 18.14%         |
| <b>Department 030 - LANDFILL Total:</b>  | <b>223,897.10</b>           | <b>54,819.50</b>            | <b>169,077.60</b>                              | <b>75.52%</b>  | <b>973,051.47</b>         | <b>460,799.74</b>         | <b>512,251.73</b>                            | <b>52.64%</b>  |
| <b>Expense Total:</b>                    | <b>223,897.10</b>           | <b>54,819.50</b>            | <b>169,077.60</b>                              | <b>75.52%</b>  | <b>973,051.47</b>         | <b>460,799.74</b>         | <b>512,251.73</b>                            | <b>52.64%</b>  |
| <b>Total Revenues</b>                    | <b>86,641.50</b>            | <b>86,325.37</b>            | <b>-316.13</b>                                 | <b>-0.36%</b>  | <b>1,120,468.71</b>       | <b>1,031,448.70</b>       | <b>-89,020.01</b>                            | <b>-7.94%</b>  |
| <b>Fund 03 Surplus (Deficit):</b>        | <b>-137,255.60</b>          | <b>31,505.87</b>            | <b>168,761.47</b>                              | <b>122.95%</b> | <b>147,417.24</b>         | <b>570,648.96</b>         | <b>423,231.72</b>                            | <b>287.10%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09

Item 22.

| Categor...                             |                             |                             |  |                | For the Period Ending 09  |                           |  |                |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
|  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
| <b>Fund: 04 - AIRPORT FUND</b>         |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                         |                             |                             |  |                |                           |                           |  |                |
| 43 - INTERGOVERNMENTAL                 | 0.00                        | 0.00                        | 0.00   | 0.00%          | 4,431.75                  | 0.00                      | -4,431.75                                    | -100.00%       |
| 44 - CHARGES FOR SERVICES              | 10,121.37                   | 9,649.62                    | -471.75  | -4.66%         | 110,919.13                | 111,991.40                | 1,072.27                                     | 0.97%          |
| 45 - OTHER REVENUE                     | 27,747.90                   | 0.00                        | -27,747.90                                     | -100.00%       | 27,747.90                 | 0.00                      | -27,747.90                                   | -100.00%       |
| 49 - TRANSFER                          | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 160,000.00                | 160,000.00                                   | 0.00%          |
| <b>Revenue Total:</b>                  | <b>37,869.27</b>            | <b>9,649.62</b>             | <b>-28,219.65</b>                              | <b>-74.52%</b> | <b>143,098.78</b>         | <b>271,991.40</b>         | <b>128,892.62</b>                            | <b>90.07%</b>  |
| <b>Expense</b>                         |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 040 - AIRPORT</b>       |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                         | 889.30                      | 265.71                      | 623.59   | 70.12%         | 6,660.61                  | 4,950.01                  | 1,710.60                                     | 25.68%         |
| 52 - CONTRACTUAL                       | 5,396.26                    | 16,433.05                   | -11,036.79                                     | -204.53%       | 39,632.46                 | 59,668.14                 | -20,035.68                                   | -50.55%        |
| 53 - GENERAL SERVICES                  | 0.00                        | 0.00                        | 0.00   | 0.00%          | 331.23                    | 194.14                    | 137.09                                       | 41.39%         |
| 54 - MACHINE & EQUIPMENT MAI           | 0.00                        | 2,953.99                    | -2,953.99                                      | 0.00%          | 10,662.77                 | 14,969.67                 | -4,306.90                                    | -40.39%        |
| 55 - CAPITAL OUTLAY                    | 152,583.84                  | 0.00                        | 152,583.84                                     | 100.00%        | 153,140.82                | 0.00                      | 153,140.82                                   | 100.00%        |
| <b>Department 040 - AIRPORT Total:</b> | <b>158,869.40</b>           | <b>19,652.75</b>            | <b>139,216.65</b>                              | <b>87.63%</b>  | <b>210,427.89</b>         | <b>79,781.96</b>          | <b>130,645.93</b>                            | <b>62.09%</b>  |
| <b>Expense Total:</b>                  | <b>158,869.40</b>           | <b>19,652.75</b>            | <b>139,216.65</b>                              | <b>87.63%</b>  | <b>210,427.89</b>         | <b>79,781.96</b>          | <b>130,645.93</b>                            | <b>62.09%</b>  |
| <b>Total Revenues</b>                  | <b>37,869.27</b>            | <b>9,649.62</b>             | <b>-28,219.65</b>                              | <b>-74.52%</b> | <b>143,098.78</b>         | <b>271,991.40</b>         | <b>128,892.62</b>                            | <b>90.07%</b>  |
| <b>Fund 04 Surplus (Deficit):</b>      | <b>-121,000.13</b>          | <b>-10,003.13</b>           | <b>110,997.00</b>                              | <b>91.73%</b>  | <b>-67,329.11</b>         | <b>192,209.44</b>         | <b>259,538.55</b>                            | <b>385.48%</b> |

Prior-Year Comparative Income Statement

For the Period Ending 09

Item 22.

| Categor...  | 2019-2020          |                  |  |                | 2020-2021           |                      |  |                 |
|---|--------------------|------------------|--|----------------|---------------------|----------------------|--|-----------------|
|   | Sept. Activity     | Sept. Activity   | Sept. Variance Favorable / (Unfavorable) | Variance %     | YTD Activity        | YTD Activity         | YTD Variance Favorable / (Unfavorable) | Variance %      |
| <b>Fund: 05 - STORM WATER DRAINAGE FUND</b>         |                    |                  |  |                |                     |                      |  |                 |
| <b>Revenue</b>                                      |                    |                  |  |                |                     |                      |  |                 |
| 41 - LICENSES AND PERMITS                           | 0.00               | 0.00             | 0.00                                     | 0.00%          | 0.00                | 5,204.57             | 5,204.57                               | 0.00%           |
| 43 - INTERGOVERNMENTAL                              | 90,900.00          | 0.00             | -90,900.00                               | -100.00%       | 118,100.00          | 420,043.65           | 301,943.65                             | 255.67%         |
| 44 - CHARGES FOR SERVICES                           | 53,967.09          | 81,202.14        | 27,235.05                                | 50.47%         | 647,162.58          | 742,285.15           | 95,122.57                              | 14.70%          |
| 45 - OTHER REVENUE                                  | 95.77              | 3.95             | -91.82                                   | -95.88%        | 8,613.39            | 394.83               | -8,218.56                              | -95.42%         |
| <b>Revenue Total:</b>                               | <b>144,962.86</b>  | <b>81,206.09</b> | <b>-63,756.77</b>                        | <b>-43.98%</b> | <b>773,875.97</b>   | <b>1,167,928.20</b>  | <b>394,052.23</b>                      | <b>50.92%</b>   |
| <b>Expense</b>                                      |                    |                  |  |                |                     |                      |  |                 |
| <b>Department: 050 - STORM WATER DRAINAGE</b>       |                    |                  |  |                |                     |                      |  |                 |
| 52 - CONTRACTUAL                                    | 17,211.07          | 996.13           | 16,214.94                                | 94.21%         | 70,659.23           | 25,589.43            | 45,069.80                              | 63.78%          |
| 54 - MACHINE & EQUIPMENT MAI                        | 17,645.00          | 0.00             | 17,645.00                                | 100.00%        | 23,145.00           | 0.00                 | 23,145.00                              | 100.00%         |
| 55 - CAPITAL OUTLAY                                 | 280,621.52         | 0.00             | 280,621.52                               | 100.00%        | 399,918.97          | 1,452,303.60         | -1,052,384.63                          | -263.15%        |
| 56 - BANK CHARGES                                   | 0.00               | 0.00             | 0.00                                     | 0.00%          | 295.00              | 595.00               | -300.00                                | -101.69%        |
| 57 - DEBT SERVICE                                   | 0.00               | 0.00             | 0.00                                     | 0.00%          | 500,212.96          | 499,447.60           | 765.36                                 | 0.15%           |
| 59 - TRANSFER                                       | 0.00               | 0.00             | 0.00                                     | 0.00%          | 150,601.00          | 199,008.00           | -48,407.00                             | -32.14%         |
| <b>Department 050 - STORM WATER DRAINAGE Total:</b> | <b>315,477.59</b>  | <b>996.13</b>    | <b>314,481.46</b>                        | <b>99.68%</b>  | <b>1,144,832.16</b> | <b>2,176,943.63</b>  | <b>-1,032,111.47</b>                   | <b>-90.15%</b>  |
| <b>Expense Total:</b>                               | <b>315,477.59</b>  | <b>996.13</b>    | <b>314,481.46</b>                        | <b>99.68%</b>  | <b>1,144,832.16</b> | <b>2,176,943.63</b>  | <b>-1,032,111.47</b>                   | <b>-90.15%</b>  |
| <b>Total Revenues</b>                               | <b>144,962.86</b>  | <b>81,206.09</b> | <b>-63,756.77</b>                        | <b>-43.98%</b> | <b>773,875.97</b>   | <b>1,167,928.20</b>  | <b>394,052.23</b>                      | <b>50.92%</b>   |
| <b>Fund 05 Surplus (Deficit):</b>                   | <b>-170,514.73</b> | <b>80,209.96</b> | <b>250,724.69</b>                        | <b>147.04%</b> | <b>-370,956.19</b>  | <b>-1,009,015.43</b> | <b>-638,059.24</b>                     | <b>-172.00%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                                 | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| <b>Fund: 07 - HOTEL OCCUPANCY TAX FUND</b> |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                             |                             |                             |  |                |                           |                           |  |                |
| 40 - TAXES                                 | 113,561.55                  | 96,606.26                   | -16,955.29                                     | -14.93%        | 398,706.30                | 549,169.03                | 150,462.73                                   | 37.74%         |
| 44 - CHARGES FOR SERVICES                  | 0.00                        | 0.00                        | 0.00   | 0.00%          | 6,800.00                  | 50,867.10                 | 44,067.10                                    | 648.05%        |
| 45 - OTHER REVENUE                         | 43.48                       | 10.88                       | -32.60   | -74.98%        | 2,145.20                  | 152.57                    | -1,992.63                                    | -92.89%        |
| <b>Revenue Total:</b>                      | <b>113,605.03</b>           | <b>96,617.14</b>            | <b>-16,987.89</b>                              | <b>-14.95%</b> | <b>407,651.50</b>         | <b>600,188.70</b>         | <b>192,537.20</b>                            | <b>47.23%</b>  |
| <b>Expense</b>                             |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 070 - TOURISM</b>           |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                             | 8,936.59                    | 10,219.38                   | -1,282.79                                      | -14.35%        | 78,342.71                 | 79,936.96                 | -1,594.25                                    | -2.03%         |
| 52 - CONTRACTUAL                           | 6,105.29                    | 1,251.74                    | 4,853.55                                       | 79.50%         | 47,399.57                 | 169,726.14                | -122,326.57                                  | -258.08%       |
| 53 - GENERAL SERVICES                      | 205.48                      | 0.00                        | 205.48   | 100.00%        | 5,467.43                  | 2,466.02                  | 3,001.41                                     | 54.90%         |
| 58 - GRANT DISBURSEMENTS                   | 75,760.89                   | -8,696.33                   | 84,457.22                                      | 111.48%        | 158,082.05                | 163,153.59                | -5,071.54                                    | -3.21%         |
| <b>Department 070 - TOURISM Total:</b>     | <b>91,008.25</b>            | <b>2,774.79</b>             | <b>88,233.46</b>                               | <b>96.95%</b>  | <b>289,291.76</b>         | <b>415,282.71</b>         | <b>-125,990.95</b>                           | <b>-43.55%</b> |
| <b>Expense Total:</b>                      | <b>91,008.25</b>            | <b>2,774.79</b>             | <b>88,233.46</b>                               | <b>96.95%</b>  | <b>289,291.76</b>         | <b>415,282.71</b>         | <b>-125,990.95</b>                           | <b>-43.55%</b> |
| <b>Total Revenues</b>                      | <b>113,605.03</b>           | <b>96,617.14</b>            | <b>-16,987.89</b>                              | <b>-14.95%</b> | <b>407,651.50</b>         | <b>600,188.70</b>         | <b>192,537.20</b>                            | <b>47.23%</b>  |
| <b>Fund 07 Surplus (Deficit):</b>          | <b>22,596.78</b>            | <b>93,842.35</b>            | <b>71,245.57</b>                               | <b>315.29%</b> | <b>118,359.74</b>         | <b>184,905.99</b>         | <b>66,546.25</b>                             | <b>56.22%</b>  |

Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                                  | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %        |
|---|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|-------------------|
| <b>Fund: 08 - DEBT SERVICE FUND</b>         |                             |                             |  |                |                           |                           |  |                   |
| <b>Revenue</b>                              |                             |                             |  |                |                           |                           |  |                   |
| 40 - TAXES                                  | -9,771.57                   | 364.80                      | 10,136.37                                      | 103.73%        | 256,340.49                | 269,631.69                | 13,291.20                                    | 5.18%             |
| 45 - OTHER REVENUE                          | 14.80                       | 1.37                        | -13.43   | -90.74%        | 1,489.16                  | 86.56                     | -1,402.60                                    | -94.19%           |
| 49 - TRANSFER                               | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 171,825.00                | 171,825.00                                   | 0.00%             |
| <b>Revenue Total:</b>                       | <b>-9,756.77</b>            | <b>366.17</b>               | <b>10,122.94</b>                               | <b>103.75%</b> | <b>257,829.65</b>         | <b>441,543.25</b>         | <b>183,713.60</b>                            | <b>71.25%</b>     |
| <b>Expense</b>                              |                             |                             |  |                |                           |                           |  |                   |
| <b>Department: 080 - DEBT SERVICE</b>       |                             |                             |  |                |                           |                           |  |                   |
| 56 - BANK CHARGES                           | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 300.00                    | -300.00                                      | 0.00%             |
| 57 - DEBT SERVICE                           | 0.00                        | 0.00                        | 0.00   | 0.00%          | 260,835.00                | 608,902.50                | -348,067.50                                  | -133.44%          |
| <b>Department 080 - DEBT SERVICE Total:</b> | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>   | <b>260,835.00</b>         | <b>609,202.50</b>         | <b>-348,367.50</b>                           | <b>-133.56%</b>   |
| <b>Expense Total:</b>                       | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>   | <b>260,835.00</b>         | <b>609,202.50</b>         | <b>-348,367.50</b>                           | <b>-133.56%</b>   |
| <b>Total Revenues</b>                       | <b>-9,756.77</b>            | <b>366.17</b>               | <b>10,122.94</b>                               | <b>103.75%</b> | <b>257,829.65</b>         | <b>441,543.25</b>         | <b>183,713.60</b>                            | <b>71.25%</b>     |
| <b>Fund 08 Surplus (Deficit):</b>           | <b>-9,756.77</b>            | <b>366.17</b>               | <b>10,122.94</b>                               | <b>103.75%</b> | <b>-3,005.35</b>          | <b>-167,659.25</b>        | <b>-164,653.90</b>                           | <b>-5,478.69%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...  |                             |                             |  |                 | For the Period Ending 09  |                           |  |                 |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|-----------------|
|   | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %      | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %      |
| <b>Fund: 10 - CAPITAL PROJECTS FUND</b>           |                             |                             |  |                 |                           |                           |  |                 |
| <b>Revenue</b>                                    |                             |                             |  |                 |                           |                           |  |                 |
| 41 - LICENSES AND PERMITS                         | 0.00                        | 0.00                        | 0.00   | 0.00%           | 0.00                      | 2,506.25                  | 2,506.25                                     | 0.00%           |
| 44 - CHARGES FOR SERVICES                         | 0.00                        | 0.00                        | 0.00   | 0.00%           | 6,597.00                  | 535.50                    | -6,061.50                                    | -91.88%         |
| 45 - OTHER REVENUE                                | 1,616.86                    | 244.18                      | -1,372.68                                      | -84.90%         | 12,899,245.57             | 26,806.34                 | -12,872,439.23                               | -99.79%         |
| 49 - TRANSFER                                     | 1,071,572.00                | 0.00                        | -1,071,572.00                                  | -100.00%        | 1,071,572.00              | 967,565.00                | -104,007.00                                  | -9.71%          |
| <b>Revenue Total:</b>                             | <b>1,073,188.86</b>         | <b>244.18</b>               | <b>-1,072,944.68</b>                           | <b>-99.98%</b>  | <b>13,977,414.57</b>      | <b>997,413.09</b>         | <b>-12,980,001.48</b>                        | <b>-92.86%</b>  |
| <b>Expense</b>                                    |                             |                             |  |                 |                           |                           |  |                 |
| <b>Department: 402 - STREET MAINTENANCE</b>       |                             |                             |  |                 |                           |                           |  |                 |
| 55 - CAPITAL OUTLAY                               | 109,818.41                  | 353,210.14                  | -243,391.73                                    | -221.63%        | 477,475.77                | 4,990,202.72              | -4,512,726.95                                | -945.12%        |
| 56 - BANK CHARGES                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 262,594.83                | 0.00                      | 262,594.83                                   | 100.00%         |
| 57 - DEBT SERVICE                                 | 0.00                        | 0.00                        | 0.00   | 0.00%           | 126,959.58                | 0.00                      | 126,959.58                                   | 100.00%         |
| <b>Department 402 - STREET MAINTENANCE Total:</b> | <b>109,818.41</b>           | <b>353,210.14</b>           | <b>-243,391.73</b>                             | <b>-221.63%</b> | <b>867,030.18</b>         | <b>4,990,202.72</b>       | <b>-4,123,172.54</b>                         | <b>-475.55%</b> |
| <b>Expense Total:</b>                             | <b>109,818.41</b>           | <b>353,210.14</b>           | <b>-243,391.73</b>                             | <b>-221.63%</b> | <b>867,030.18</b>         | <b>4,990,202.72</b>       | <b>-4,123,172.54</b>                         | <b>-475.55%</b> |
| <b>Total Revenues</b>                             | <b>1,073,188.86</b>         | <b>244.18</b>               | <b>-1,072,944.68</b>                           | <b>-99.98%</b>  | <b>13,977,414.57</b>      | <b>997,413.09</b>         | <b>-12,980,001.48</b>                        | <b>-92.86%</b>  |
| <b>Fund 10 Surplus (Deficit):</b>                 | <b>963,370.45</b>           | <b>-352,965.96</b>          | <b>-1,316,336.41</b>                           | <b>-136.64%</b> | <b>13,110,384.39</b>      | <b>-3,992,789.63</b>      | <b>-17,103,174.02</b>                        | <b>-130.46%</b> |

Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                          | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %   |
|-------------------------------------|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|--------------|
| <b>Fund: 11 - CHILD SAFETY FUND</b> |                             |                             |  |                |                           |                           |  |              |
| <b>Revenue</b>                      |                             |                             |  |                |                           |                           |  |              |
| 42 - FINES AND FORFEITURES          | 546.46                      | 176.36                      | -370.10  | -67.73%        | 1,830.40                  | 1,897.15                  | 66.75  | 3.65%        |
| 45 - OTHER REVENUE                  | 0.30                        | 0.03                        | -0.27  | -90.00%        | 14.49                     | 1.42                      | -13.07                                       | -90.20%      |
| <b>Revenue Total:</b>               | <b>546.76</b>               | <b>176.39</b>               | <b>-370.37</b>                                 | <b>-67.74%</b> | <b>1,844.89</b>           | <b>1,898.57</b>           | <b>53.68</b>                                 | <b>2.91%</b> |
| <b>Total Revenues</b>               | <b>546.76</b>               | <b>176.39</b>               | <b>-370.37</b>                                 | <b>-67.74%</b> | <b>1,844.89</b>           | <b>1,898.57</b>           | <b>53.68</b>                                 | <b>2.91%</b> |
| <b>Fund 11 Total:</b>               | <b>546.76</b>               | <b>176.39</b>               | <b>-370.37</b>                                 | <b>-67.74%</b> | <b>1,844.89</b>           | <b>1,898.57</b>           | <b>53.68</b>                                 | <b>2.91%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                                      | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %   | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|---|-----------------------------|-----------------------------|--|--------------|---------------------------|---------------------------|--|----------------|
| <b>Fund: 12 - COURT TECHNOLOGY FUND</b>         |                             |                             |  |              |                           |                           |  |                |
| <b>Revenue</b>                                  |                             |                             |  |              |                           |                           |  |                |
| 42 - FINES AND FORFEITURES                      | 427.35                      | 454.37                      | 27.02  | 6.32%        | 2,239.06                  | 4,267.12                  | 2,028.06                                     | 90.58%         |
| 45 - OTHER REVENUE                              | 0.60                        | 0.30                        | -0.30  | -50.00%      | 36.53                     | 3.21                      | -33.32                                       | -91.21%        |
| <b>Revenue Total:</b>                           | <b>427.95</b>               | <b>454.67</b>               | <b>26.72</b>                                   | <b>6.24%</b> | <b>2,275.59</b>           | <b>4,270.33</b>           | <b>1,994.74</b>                              | <b>87.66%</b>  |
| <b>Expense</b>                                  |                             |                             |  |              |                           |                           |  |                |
| <b>Department: 120 - COURT TECHNOLOGY</b>       |                             |                             |  |              |                           |                           |  |                |
| 52 - CONTRACTUAL                                | 0.00                        | 0.00                        | 0.00   | 0.00%        | 186.00                    | 0.00                      | 186.00                                       | 100.00%        |
| <b>Department 120 - COURT TECHNOLOGY Total:</b> | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>186.00</b>             | <b>0.00</b>               | <b>186.00</b>                                | <b>100.00%</b> |
| <b>Expense Total:</b>                           | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>186.00</b>             | <b>0.00</b>               | <b>186.00</b>                                | <b>100.00%</b> |
| <b>Total Revenues</b>                           | <b>427.95</b>               | <b>454.67</b>               | <b>26.72</b>                                   | <b>6.24%</b> | <b>2,275.59</b>           | <b>4,270.33</b>           | <b>1,994.74</b>                              | <b>87.66%</b>  |
| <b>Fund 12 Surplus (Deficit):</b>               | <b>427.95</b>               | <b>454.67</b>               | <b>26.72</b>                                   | <b>6.24%</b> | <b>2,089.59</b>           | <b>4,270.33</b>           | <b>2,180.74</b>                              | <b>104.36%</b> |

Prior-Year Comparative Income Statement

For the Period Ending 09 Item 22.

| Categor...                                   | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| <b>Fund: 13 - PUBLIC SAFETY FUND</b>         |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                               |                             |                             |  |                |                           |                           |  |                |
| 43 - INTERGOVERNMENTAL                       | 0.00                        | 0.00                        | 0.00   | 0.00%          | 3,537.55                  | 3,206.87                  | -330.68                                      | -9.35%         |
| 45 - OTHER REVENUE                           | 8.74                        | 1.40                        | -7.34  | -83.98%        | 895.71                    | 34.93                     | -860.78                                      | -96.10%        |
| <b>Revenue Total:</b>                        | <b>8.74</b>                 | <b>1.40</b>                 | <b>-7.34</b>                                   | <b>-83.98%</b> | <b>4,433.26</b>           | <b>3,241.80</b>           | <b>-1,191.46</b>                             | <b>-26.88%</b> |
| <b>Expense</b>                               |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 130 - PUBLIC SAFETY</b>       |                             |                             |  |                |                           |                           |  |                |
| 52 - CONTRACTUAL                             | 0.00                        | 0.00                        | 0.00   | 0.00%          | 738.66                    | 391.30                    | 347.36                                       | 47.03%         |
| 53 - GENERAL SERVICES                        | 0.00                        | 0.00                        | 0.00   | 0.00%          | 526.89                    | 0.00                      | 526.89                                       | 100.00%        |
| <b>Department 130 - PUBLIC SAFETY Total:</b> | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>   | <b>1,265.55</b>           | <b>391.30</b>             | <b>874.25</b>                                | <b>69.08%</b>  |
| <b>Expense Total:</b>                        | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b>   | <b>1,265.55</b>           | <b>391.30</b>             | <b>874.25</b>                                | <b>69.08%</b>  |
| <b>Total Revenues</b>                        | <b>8.74</b>                 | <b>1.40</b>                 | <b>-7.34</b>                                   | <b>-83.98%</b> | <b>4,433.26</b>           | <b>3,241.80</b>           | <b>-1,191.46</b>                             | <b>-26.88%</b> |
| <b>Fund 13 Surplus (Deficit):</b>            | <b>8.74</b>                 | <b>1.40</b>                 | <b>-7.34</b>                                   | <b>-83.98%</b> | <b>3,167.71</b>           | <b>2,850.50</b>           | <b>-317.21</b>                               | <b>-10.01%</b> |



Prior-Year Comparative Income Statement

For the Period Ending 09

Item 22.

| Categor...   | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %   | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %   |
|--|-----------------------------|-----------------------------|--|--------------|---------------------------|---------------------------|--|--------------|
| <b>Fund: 20 - TAX INCREMENT FINANCING FUND</b>         |                             |                             |  |              |                           |                           |  |              |
| <b>Revenue</b>   |                             |                             |  |              |                           |                           |  |              |
| 40 - TAXES   | 0.00                        | 0.00                        | 0.00   | 0.00%        | 0.00                      | 3,788.79                  | 3,788.79                                     | 0.00%        |
| 49 - TRANSFER  | 0.00                        | 0.00                        | 0.00   | 0.00%        | 0.00                      | 171,825.00                | 171,825.00                                   | 0.00%        |
| <b>Revenue Total:</b>                                  | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>0.00</b>               | <b>175,613.79</b>         | <b>175,613.79</b>                            | <b>0.00%</b> |
| <b>Expense</b>   |                             |                             |  |              |                           |                           |  |              |
| <b>Department: 205 - TAX INCREMENT FINANCING</b>       |                             |                             |  |              |                           |                           |  |              |
| 59 - TRANSFER  | 0.00                        | 0.00                        | 0.00   | 0.00%        | 0.00                      | 171,825.00                | -171,825.00                                  | 0.00%        |
| <b>Department 205 - TAX INCREMENT FINANCING Total:</b> | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>0.00</b>               | <b>171,825.00</b>         | <b>-171,825.00</b>                           | <b>0.00%</b> |
| <b>Expense Total:</b>                                  | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>0.00</b>               | <b>171,825.00</b>         | <b>-171,825.00</b>                           | <b>0.00%</b> |
| <b>Total Revenues</b>                                  | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>0.00</b>               | <b>175,613.79</b>         | <b>175,613.79</b>                            | <b>0.00%</b> |
| <b>Fund 20 Surplus (Deficit):</b>                      | <b>0.00</b>                 | <b>0.00</b>                 | <b>0.00</b>                                    | <b>0.00%</b> | <b>0.00</b>               | <b>3,788.79</b>           | <b>3,788.79</b>                              | <b>0.00%</b> |

Prior-Year Comparative Income Statement

For the Period Ending 09

Item 22.

| Categor...                          |                             |                             |  |                | For the Period Ending 09  |                           |  |                |
|-------------------------------------|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
|                                     | 2019-2020<br>Sept. Activity | 2020-2021<br>Sept. Activity | Sept. Variance<br>Favorable /<br>(Unfavorable) | Variance %     | 2019-2020<br>YTD Activity | 2020-2021<br>YTD Activity | YTD Variance<br>Favorable /<br>(Unfavorable) | Variance %     |
| <b>Fund: 79 - SEDA</b>              |                             |                             |  |                |                           |                           |  |                |
| <b>Revenue</b>                      |                             |                             |  |                |                           |                           |  |                |
| 40 - TAXES                          | 42,649.13                   | 49,499.00                   | 6,849.87                                       | 16.06%         | 526,036.79                | 627,495.47                | 101,458.68                                   | 19.29%         |
| 43 - INTERGOVERNMENTAL              | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 34,000.00                 | 34,000.00                                    | 0.00%          |
| 45 - OTHER REVENUE                  | 107.07                      | 23.48                       | -83.59   | -78.07%        | 7,379.23                  | 464.82                    | -6,914.41                                    | -93.70%        |
| <b>Revenue Total:</b>               | <b>42,756.20</b>            | <b>49,522.48</b>            | <b>6,766.28</b>                                | <b>15.83%</b>  | <b>533,416.02</b>         | <b>661,960.29</b>         | <b>128,544.27</b>                            | <b>24.10%</b>  |
| <b>Expense</b>                      |                             |                             |  |                |                           |                           |  |                |
| <b>Department: 790 - SEDA</b>       |                             |                             |  |                |                           |                           |  |                |
| 51 - PERSONNEL                      | 24,883.92                   | 32,980.16                   | -8,096.24                                      | -32.54%        | 216,876.99                | 238,411.01                | -21,534.02                                   | -9.93%         |
| 52 - CONTRACTUAL                    | 7,523.66                    | 1,702.96                    | 5,820.70                                       | 77.37%         | 124,023.62                | 139,605.30                | -15,581.68                                   | -12.56%        |
| 53 - GENERAL SERVICES               | 1,054.22                    | 0.00                        | 1,054.22                                       | 100.00%        | 3,533.55                  | 7,646.24                  | -4,112.69                                    | -116.39%       |
| 54 - MACHINE & EQUIPMENT MAI        | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 1,286.68                  | -1,286.68                                    | 0.00%          |
| 55 - CAPITAL OUTLAY                 | 0.00                        | 0.00                        | 0.00   | 0.00%          | 0.00                      | 61,967.35                 | -61,967.35                                   | 0.00%          |
| 56 - BANK CHARGES                   | 13.70                       | 0.00                        | 13.70  | 100.00%        | 264.47                    | 24.31                     | 240.16                                       | 90.81%         |
| 58 - GRANT DISBURSEMENTS            | 15,000.00                   | 0.00                        | 15,000.00                                      | 100.00%        | 83,125.09                 | 48,224.77                 | 34,900.32                                    | 41.99%         |
| 59 - TRANSFER                       | 6,450.00                    | 0.00                        | 6,450.00                                       | 100.00%        | 6,450.00                  | 0.00                      | 6,450.00                                     | 100.00%        |
| <b>Department 790 - SEDA Total:</b> | <b>54,925.50</b>            | <b>34,683.12</b>            | <b>20,242.38</b>                               | <b>36.85%</b>  | <b>434,273.72</b>         | <b>497,165.66</b>         | <b>-62,891.94</b>                            | <b>-14.48%</b> |
| <b>Expense Total:</b>               | <b>54,925.50</b>            | <b>34,683.12</b>            | <b>20,242.38</b>                               | <b>36.85%</b>  | <b>434,273.72</b>         | <b>497,165.66</b>         | <b>-62,891.94</b>                            | <b>-14.48%</b> |
| <b>Total Revenues</b>               | <b>42,756.20</b>            | <b>49,522.48</b>            | <b>6,766.28</b>                                | <b>15.83%</b>  | <b>533,416.02</b>         | <b>661,960.29</b>         | <b>128,544.27</b>                            | <b>24.10%</b>  |
| <b>Fund 79 Surplus (Deficit):</b>   | <b>-12,169.30</b>           | <b>14,839.36</b>            | <b>27,008.66</b>                               | <b>221.94%</b> | <b>99,142.30</b>          | <b>164,794.63</b>         | <b>65,652.33</b>                             | <b>66.22%</b>  |
| <b>Total Surplus (Deficit):</b>     | <b>-2,231,507.59</b>        | <b>-365,729.14</b>          | <b>1,865,778.45</b>                            | <b>83.61%</b>  | <b>8,658,567.17</b>       | <b>2,168,957.95</b>       | <b>-6,489,609.22</b>                         | <b>-74.95%</b> |



**Fund Summary**

| Fund                            | 2019-2020            |                    | 2020-2021           |                | Sept. Variance            |                     | 2019-2020            |                | 2020-2021    |              | YTD Variance              |            |
|---------------------------------|----------------------|--------------------|---------------------|----------------|---------------------------|---------------------|----------------------|----------------|--------------|--------------|---------------------------|------------|
|                                 | Sept. Activity       | Sept. Activity     | Sept. Activity      | Sept. Activity | Favorable / (Unfavorable) | Variance %          | YTD Activity         | YTD Activity   | YTD Activity | YTD Activity | Favorable / (Unfavorable) | Variance % |
| 01 - GENERAL FUND               | -626,713.37          | -483,201.60        | 143,511.77          | 22.90%         | 774,625.37                | 1,933,803.47        | 1,159,178.10         | 149.64%        |              |              |                           |            |
| 02 - WATER AND WASTEWATE...     | -2,141,048.37        | 259,045.38         | 2,400,093.75        | 112.10%        | -5,157,173.41             | 4,279,251.58        | 9,436,424.99         | 182.98%        |              |              |                           |            |
| 03 - SANITARY LANDFILL FUND     | -137,255.60          | 31,505.87          | 168,761.47          | 122.95%        | 147,417.24                | 570,648.96          | 423,231.72           | 287.10%        |              |              |                           |            |
| 04 - AIRPORT FUND               | -121,000.13          | -10,003.13         | 110,997.00          | 91.73%         | -67,329.11                | 192,209.44          | 259,538.55           | 385.48%        |              |              |                           |            |
| 05 - STORM WATER DRAINAGE...    | -170,514.73          | 80,209.96          | 250,724.69          | 147.04%        | -370,956.19               | -1,009,015.43       | -638,059.24          | -172.00%       |              |              |                           |            |
| 07 - HOTEL OCCUPANCY TAX F...   | 22,596.78            | 93,842.35          | 71,245.57           | 315.29%        | 118,359.74                | 184,905.99          | 66,546.25            | 56.22%         |              |              |                           |            |
| 08 - DEBT SERVICE FUND          | -9,756.77            | 366.17             | 10,122.94           | 103.75%        | -3,005.35                 | -167,659.25         | -164,653.90          | -5,478.69%     |              |              |                           |            |
| 10 - CAPITAL PROJECTS FUND      | 963,370.45           | -352,965.96        | -1,316,336.41       | -136.64%       | 13,110,384.39             | -3,992,789.63       | -17,103,174.02       | -130.46%       |              |              |                           |            |
| 11 - CHILD SAFETY FUND          | 546.76               | 176.39             | -370.37             | -67.74%        | 1,844.89                  | 1,898.57            | 53.68                | 2.91%          |              |              |                           |            |
| 12 - COURT TECHNOLOGY FU...     | 427.95               | 454.67             | 26.72               | 6.24%          | 2,089.59                  | 4,270.33            | 2,180.74             | 104.36%        |              |              |                           |            |
| 13 - PUBLIC SAFETY FUND         | 8.74                 | 1.40               | -7.34               | -83.98%        | 3,167.71                  | 2,850.50            | -317.21              | -10.01%        |              |              |                           |            |
| 20 - TAX INCREMENT FINANCI...   | 0.00                 | 0.00               | 0.00                | 0.00%          | 0.00                      | 3,788.79            | 3,788.79             | 0.00%          |              |              |                           |            |
| 79 - SEDA                       | -12,169.30           | 14,839.36          | 27,008.66           | 221.94%        | 99,142.30                 | 164,794.63          | 65,652.33            | 66.22%         |              |              |                           |            |
| <b>Total Surplus (Deficit):</b> | <b>-2,231,507.59</b> | <b>-365,729.14</b> | <b>1,865,778.45</b> | <b>83.61%</b>  | <b>8,658,567.17</b>       | <b>2,168,957.95</b> | <b>-6,489,609.22</b> | <b>-74.95%</b> |              |              |                           |            |



**Quarterly Investment Report  
For the Quarter Ending  
September 30, 2021**



City of Stephenville, Texas  
Quarterly Investment Report  
September 30, 2021  
Portfolio Summary Management Report

| <b><u>Portfolio as of June 30, 2021:</u></b> |               | <b><u>Portfolio as of September 30, 2021:</u></b> |               |
|--|---------------|---|---------------|
| Beginning Book Value                         | \$ 44,535,201 | Ending Book Value                                 | \$ 45,313,838 |
| Beginning Market Value                       | \$ 44,535,201 | Ending Market Value                               | \$ 45,313,838 |
|  |               | Total Income for Quarter                          | \$ 2,111      |
|  |               | Change in Book Value                              | \$ 778,637    |
|  |               | Change in Market Value                            | \$ 778,637    |
|  |               | Net Change in Value                               | \$ -          |

|  |       |
|--|-------|
| <b>Average Yield to Maturity for period - Total</b>      | 0.03% |
| <b>Average Yield to Maturity for period - Non-Demand</b> | 0.02% |
| <b>3 Month Treasury Average April - June 2021</b>        | 0.05% |

*Monica D. Harris*

Monica D. Harris, CPA  
Director of Finance and Administration  
City of Stephenville

City of Stephenville, TX  
Investment Report  
9/30/2021

| Purchase Date              | Maturity Date | CUSIP     | Investment Type | Par Amount           | Coupon | Purchase Price | Purchase Yield | Interest Earned July 2021 | Interest Earned August 2021 | Interest Earned September 2021 | Interest Earned for the Quarter | Ending Book Value    | Earnings YTD    | Market Price | Market Value         |
|----------------------------|---------------|-----------|-----------------|----------------------|--------|----------------|----------------|---------------------------|-----------------------------|--------------------------------|---------------------------------|----------------------|-----------------|--------------|----------------------|
| <b>Pooled Cash</b>         |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Demand          | 491,466.52           | 0.040% | 100.000        | 0.040%         | 37.74                     | 42.70                       | 27.56                          | 108.00                          | 491,466.52           | 548.52          | 100.0000     | 491,466.52           |
| <b>Sub Total</b>           |               |           |                 | <u>491,466.52</u>    |        |                |                | <u>37.74</u>              | <u>42.70</u>                | <u>27.56</u>                   | <u>108.00</u>                   | <u>491,466.52</u>    | <u>548.52</u>   |              | <u>491,466.52</u>    |
| <b>General Fund</b>        |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 7,922,043.39         | 0.028% | 100.000        | 0.028%         | 140.06                    | 167.32                      | 227.82                         | 535.20                          | 7,922,043.39         | 3,164.69        | 100.0000     | 7,922,043.39         |
| 9/30/2021                  | 10/1/2021     | N/A       | TexSTAR         | 2,762,061.57         | 0.010% | 100.000        | 0.010%         | 23.51                     | 23.52                       | 22.76                          | 69.79                           | 2,762,061.57         | 1,042.33        | 100.0000     | 2,762,061.57         |
| 10/11/2019                 | 10/9/2020     | 87270LCZ4 | CD              | -                    |        |                |                | -                         | -                           | -                              | -                               | -                    | 96.66           |              | -                    |
| 11/5/2019                  | 11/3/2020     | 98970L6C2 | CD              | -                    |        |                |                | -                         | -                           | -                              | -                               | -                    | 365.48          |              | -                    |
| <b>Sub Total</b>           |               |           |                 | <u>10,684,104.96</u> |        |                |                | <u>163.57</u>             | <u>190.84</u>               | <u>250.58</u>                  | <u>604.99</u>                   | <u>10,684,104.96</u> | <u>4,669.16</u> |              | <u>10,684,104.96</u> |
| <b>Enterprise</b>          |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 6,878,241.70         | 0.028% | 100.0000       | 0.028%         | 47.98                     | 63.68                       | 95.21                          | 206.87                          | 6,878,241.70         | 1,504.09        | 100.0000     | 6,878,241.70         |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 1,422,374.75         | 0.028% | 100.0000       | 0.028%         | 18.91                     | 24.06                       | 31.17                          | 74.14                           | 1,422,374.75         | 493.90          | 100.0000     | 1,422,374.75         |
| 9/30/2021                  | 10/1/2021     | N/A       | TexSTAR         | 1,727,999.58         | 0.010% | 100.0000       | 0.010%         | 14.84                     | 14.68                       | 14.13                          | 43.65                           | 1,727,999.58         | 595.57          | 100.0000     | 1,727,999.58         |
| 9/30/2021                  | 10/1/2021     | N/A       | TexSTAR         | 12,494,950.28        | 0.010% | 100.0000       | 0.010%         | 106.07                    | 106.06                      | 102.66                         | 314.79                          | 12,494,950.28        | 4,793.22        | 100.0000     | 12,494,950.28        |
| <b>Sub Total</b>           |               |           |                 | <u>22,523,566.31</u> |        |                |                | <u>187.80</u>             | <u>208.48</u>               | <u>243.17</u>                  | <u>639.45</u>                   | <u>22,523,566.31</u> | <u>7,386.78</u> |              | <u>22,523,566.31</u> |
| <b>Storm Drainage</b>      |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 73,883.07            | 0.028% | 100.0000       | 0.028%         | 1.95                      | 1.72                        | 1.68                           | 5.35                            | 73,883.07            | 307.05          | 100.0000     | 73,883.07            |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 93,479.89            | 0.028% | 100.0000       | 0.028%         | 2.94                      | 2.36                        | 2.27                           | 7.57                            | 93,479.89            | 87.78           | 100.0000     | 93,479.89            |
| <b>Sub Total</b>           |               |           |                 | <u>167,362.96</u>    |        |                |                | <u>4.89</u>               | <u>4.08</u>                 | <u>3.95</u>                    | <u>12.92</u>                    | <u>167,362.96</u>    | <u>394.83</u>   |              | <u>167,362.96</u>    |
| <b>Hotel Occupancy Tax</b> |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 515,558.28           | 0.028% | 100.0000       | 0.028%         | 5.46                      | 7.74                        | 10.88                          | 24.08                           | 515,558.28           | 152.57          | 100.0000     | 515,558.28           |
| <b>Sub Total</b>           |               |           |                 | <u>515,558.28</u>    |        |                |                | <u>5.46</u>               | <u>7.74</u>                 | <u>10.88</u>                   | <u>24.08</u>                    | <u>515,558.28</u>    | <u>152.57</u>   |              | <u>515,558.28</u>    |
| <b>Child Safety</b>        |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 5,039.73             | 0.028% | 100.0000       | 0.028%         | -                         | -                           | 0.03                           | 0.03                            | 5,039.73             | 1.42            | 100.0000     | 5,039.73             |
| <b>Sub Total</b>           |               |           |                 | <u>5,039.73</u>      |        |                |                | <u>-</u>                  | <u>-</u>                    | <u>0.03</u>                    | <u>0.03</u>                     | <u>5,039.73</u>      | <u>1.42</u>     |              | <u>5,039.73</u>      |
| <b>Court Technology</b>    |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 10,266.85            | 0.028% | 100.0000       | 0.028%         | 0.02                      | 0.27                        | 0.30                           | 0.59                            | 10,266.85            | 3.21            | 100.0000     | 10,266.85            |
| <b>Sub Total</b>           |               |           |                 | <u>10,266.85</u>     |        |                |                | <u>0.02</u>               | <u>0.27</u>                 | <u>0.30</u>                    | <u>0.59</u>                     | <u>10,266.85</u>     | <u>3.21</u>     |              | <u>10,266.85</u>     |
| <b>Public Safety</b>       |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 63,003.09            | 0.028% | 100.0000       | 0.028%         | 0.94                      | 1.19                        | 1.40                           | 3.53                            | 63,003.09            | 34.93           | 100.0000     | 63,003.09            |
| <b>Sub Total</b>           |               |           |                 | <u>63,003.09</u>     |        |                |                | <u>0.94</u>               | <u>1.19</u>                 | <u>1.40</u>                    | <u>3.53</u>                     | <u>63,003.09</u>     | <u>34.93</u>    |              | <u>63,003.09</u>     |
| <b>SEDA</b>                |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Texpool         | 1,052,621.93         | 0.028% | 100.0000       | 0.028%         | 16.59                     | 18.81                       | 23.48                          | 58.88                           | 1,052,621.93         | 464.82          | 100.0000     | 1,052,621.93         |
| <b>Sub Total</b>           |               |           |                 | <u>1,052,621.93</u>  |        |                |                | <u>16.59</u>              | <u>18.81</u>                | <u>23.48</u>                   | <u>58.88</u>                    | <u>1,052,621.93</u>  | <u>464.82</u>   |              | <u>1,052,621.93</u>  |
| <b>Debt Service</b>        |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 9/30/2021                  | 10/1/2021     | N/A       | Demand          | 47,598.16            | 0.040% | 100.0000       | 0.040%         | 2.34                      | 1.89                        | 1.37                           | 5.60                            | 47,598.16            | 86.56           | 100.0000     | 47,598.16            |
| <b>Sub Total</b>           |               |           |                 | <u>47,598.16</u>     |        |                |                | <u>2.34</u>               | <u>1.89</u>                 | <u>1.37</u>                    | <u>5.60</u>                     | <u>47,598.16</u>     | <u>86.56</u>    |              | <u>47,598.16</u>     |
| <b>Employee Benefit</b>    |               |           |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                 |              |                      |
| 8/31/2021                  | 9/1/2021      | N/A       | Demand          | 60,766.68            | 0.040% | 100.0000       | 0.040%         | 5.08                      | 3.27                        | 4.93                           | 13.28                           | 60,766.68            | 50.82           | 100.0000     | 60,766.68            |
| <b>Sub Total</b>           |               |           |                 | <u>60,766.68</u>     |        |                |                | <u>5.08</u>               | <u>3.27</u>                 | <u>4.93</u>                    | <u>13.28</u>                    | <u>60,766.68</u>     | <u>50.82</u>    |              | <u>60,766.68</u>     |

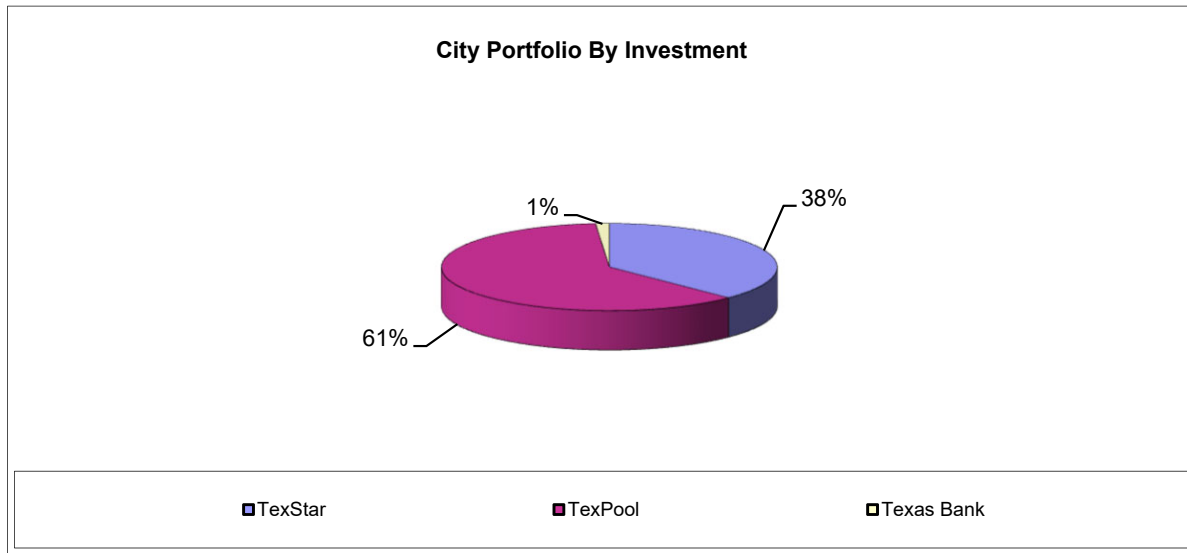


City of Stephenville, TX  
 Investment Report  
 9/30/2021

| Purchase Date           | Maturity Date | CUSIP | Investment Type | Par Amount           | Coupon | Purchase Price | Purchase Yield | Interest Earned July 2021 | Interest Earned August 2021 | Interest Earned September 2021 | Interest Earned for the Quarter | Ending Book Value    | Earnings YTD     | Market Price | Market Value         |
|-------------------------|---------------|-------|-----------------|----------------------|--------|----------------|----------------|---------------------------|-----------------------------|--------------------------------|---------------------------------|----------------------|------------------|--------------|----------------------|
| <b>Capital Projects</b> |               |       |                 |                      |        |                |                |                           |                             |                                |                                 |                      |                  |              |                      |
| 9/30/2021               | 10/1/2021     | N/A   | Texpool         | 9,692,482.51         | 0.028% | 100.0000       | 0.028%         | 183.05                    | 212.47                      | 244.18                         | 639.70                          | 9,692,482.51         | 6,415.22         | 100.0000     | 9,692,482.51         |
| <b>Sub Total</b>        |               |       |                 | <u>9,692,482.51</u>  |        |                |                | <u>183.05</u>             | <u>212.47</u>               | <u>244.18</u>                  | <u>639.70</u>                   | <u>9,692,482.51</u>  | <u>6,415.22</u>  |              | <u>9,692,482.51</u>  |
| <b>Grand Total</b>      |               |       |                 | <u>45,313,837.98</u> |        |                |                | <u>607.48</u>             | <u>691.74</u>               | <u>811.83</u>                  | <u>2,111.05</u>                 | <u>45,313,837.98</u> | <u>20,208.84</u> |              | <u>45,313,837.98</u> |

**City of Stephenville  
Investment Diversification  
For Month Ending September 30, 2021**

| <b>Investments</b> | <b>Par Value</b>     | <b>Market Value</b>  | <b>% of Portfolio</b> | <b>Avg Yield</b> |
|--------------------|----------------------|----------------------|-----------------------|------------------|
| TexStar            | 16,985,011.43        | 16,985,011.43        | 37.48%                | 0.01%            |
| TexPool            | 27,728,995.19        | 27,728,995.19        | 61.19%                | 0.03%            |
| Texas Bank         | 599,831.36           | 599,831.36           | 1.32%                 | 0.04%            |
|                    | <b>45,313,837.98</b> | <b>45,313,837.98</b> | <b>100.00%</b>        |                  |





City of Stephenville, TX  
**Consolidated Yield Worksheet**  
July - September 2021

| <u>July</u>                        | <u>Average Monthly Balance</u> | <u>Net Monthly Earnings</u> | <u>Average Monthly Rate</u> |
|------------------------------------|--------------------------------|-----------------------------|-----------------------------|
| Demand - Operating                 | 1,344,429.00                   | 37.74                       | 0.04%                       |
| Demand - Others                    | 257,640.85                     | 7.42                        | 0.04%                       |
| Texpool                            | 26,069,627.23                  | 417.90                      | 0.01%                       |
| TexSTAR                            | 17,002,523.20                  | 144.42                      | 0.02%                       |
| <b><i>Totals for July</i></b>      | <b>44,674,220.28</b>           | <b>607.48</b>               | <b>0.03%</b>                |
| <br>                               |                                |                             |                             |
| <u>August</u>                      |                                |                             |                             |
| Demand - Operating                 | 1,423,621.45                   | 42.70                       | 0.04%                       |
| Demand - Others                    | 167,931.58                     | 5.16                        | 0.04%                       |
| Texpool                            | 26,551,846.46                  | 499.62                      | 0.02%                       |
| TexSTAR                            | 16,991,672.14                  | 144.26                      | 0.01%                       |
| <b><i>Totals for August</i></b>    | <b>45,135,071.63</b>           | <b>691.74</b>               | <b>0.03%</b>                |
| <br>                               |                                |                             |                             |
| <u>September</u>                   |                                |                             |                             |
| Demand - Operating                 | 1,030,469.77                   | 27.56                       | 0.04%                       |
| Demand - Others                    | 218,542.35                     | 6.30                        | 0.04%                       |
| Texpool                            | 27,781,711.40                  | 638.42                      | 0.03%                       |
| TexSTAR                            | 16,984,871.88                  | 139.55                      | 0.01%                       |
| <b><i>Totals for September</i></b> | <b>46,015,595.40</b>           | <b>811.83</b>               | <b>0.03%</b>                |



## REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street  
Monday, October 04, 2021 at 5:30 PM

### MINUTES

**COUNCIL PRESENT:** Mayor Doug Svien  
Council Member LeAnn Durfey  
Council Member Justin Haschke  
Council Member Daron Trussell  
Council Member Brady Pendleton  
Council Member Ricky Thurman  
Council Member Alan Nix  
Council Member Gerald Cook  
Mayor Pro Tem Brandon Huckabee

**COUNCIL ABSENT:**

**OTHERS ATTENDING:** Allen Barnes, City Manager  
Randy Thomas, City Attorney  
Staci King, City Secretary

**CALL TO ORDER**

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

**PLEDGES OF ALLEGIANCE**

Council member LeAnn Durfey led the Pledges of Allegiance to the United States and Texas flags.

**INVOCATION**

Dr. Jim Kirby led the invocation

**CITIZENS GENERAL DISCUSSION**

No one came forward to address the council.

**REGULAR AGENDA**

1. **Presentation of Donation from Saint-Gobain Abrasives for Inclusive Playground Equipment**  
This item was removed from the agenda; representatives from Saint-Gobain Abrasives were unavailable for presentation.
2. **Recognition of Stephenville Parks and Recreation Staff for TAAF Awards**  
Kelli Votypka, Director of Parks and Leisure Services, recognized the Stephenville Parks and Recreation staff for the receipt of two prestigious awards from the Texas Amateur Athletic Federation.

The Stephenville Parks and Recreation Department received the TAAF Gold Member City Award. This award is given to cities in recognition of their significant participation, support, and involvement with TAAF.



Cherisa “CV” Black received the TAAF President’s Excellence Award:

“In recognition of your dedication and outstanding service to the Texas Amateur Athletic Federation. When Region 4 unexpectedly was left without a Regional Director the call went out to find a replacement. As one of the biggest regions in the state, it was not a small task to get someone to take on this responsibility for Region 4. CV didn’t hesitate to accept when asked, and has done an incredible job since taking over the title of Regional Director. CV is a bright young star for TAAF, and her impact on the organization will be felt for years to come. Thank you CV for your positive attitude and willingness to be a leader! Presented by David Swain, TAAF President”

**3. Consider Approval of an Ordinance Amending the FY 2021-2022 Fee Schedule**

MOTION by Justin Haschke, second by Gerald Cook, to approve Ordinance No. 2021-O-31 amending the FY2021-2022 fee schedule. MOTION CARRIED by unanimous vote.

**4. Consider Approval of Bid Award for Harbin Drive Improvements**

MOTION by Alan Nix, second by Brandon Huckabee, to award the Harbin Drive Improvement Project to Jay Mills Contracting, Inc., including Bid Alternate #1 for concrete pavement. MOTION CARRIED by unanimous vote.

**PLANNING AND ZONING COMMISSION**

**Steve Killen, Director of Development Services**

**5. PUBLIC HEARING**

**Amending the Zoning Ordinance of the City of Stephenville to Include Sale of Alcohol as a Permitted Use in Certain Zoning Districts**

Steve Killen, Director of Development Services, briefed the council on the proposed changes to the Zoning Ordinance. Currently, alcohol sales are generally associated with restaurant, grocery, or convenience store operations, but the Zoning Ordinance does not address instances where alcohol sales are the primary retail product. On September 15, 2021, the Planning and Zoning Commission met to consider the proposed revisions to permitted uses in the Zoning Ordinance; a failed motion resulted in no further action from the Commission.

Mayor Svien opened the public hearing.

Jim Kirby spoke in opposition to the proposed inclusion of alcohol sales as a permitted use type. No one spoke in favor of the proposed changes.

Mayor Svien closed the public hearing.

**6. Consider Approval of an Ordinance Amending the Zoning Ordinance of the City of Stephenville to Include Sale of Alcohol as a Permitted Use in Certain Zoning Districts**

MOTION by Brandon Huckabee, second by Ricky Thurman, to approve Ordinance No. 2021-O-32 allowing alcohol sales as an allowable use in zoning districts B-2 (Retail and Commercial Business District), B-3 (Central Business District), and DT (Downtown District). MOTION CARRIED with Alan Nix casting a dissenting vote.

**7. PUBLIC HEARING**

**Case No.: RZ2021-014**

**Applicant is Requesting a Rezone of a Portion of the Property Located at 645 McCart, Being Parcel No. R33258, Block 10, Lot 7, Shapard & Collins Addition of the City of Stephenville, Erath County, Texas from Industrial District (I) to Multiple Family Residential District (R-3)**

Steve Killen, Director of Development Services, briefed council on Case No. RZ2021-014. The Planning and Zoning Commission met on September 15, 2021 and voted 6-1 to make a positive recommendation to council.

**8. Consider Approval of an Ordinance Rezoning a Portion of the Property Located at 645 McCart, Being Parcel No. R33258, Block 10, Lot 7, Shapard & Collins Addition of the City of Stephenville, Erath County, Texas from Industrial District (I) to Multiple Family Residential District (R-3)**

MOTION by Brandon Huckabee, second by Gerald Cook, to approve Ordinance No. 2021-O-33 rezoning a portion of the property located at 645 McCart. MOTION CARRIED by unanimous vote.

**TOURISM AND VISITORS BUREAU COMMITTEE**

LeAnn Durfey, Chair

**9. Committee Report - September 23, 2021**

LeAnn Durfey, chair, gave the committee report.

**10. Consider Approval of a Paid Marketing Partnership with *The Daytripper***

This item was removed from the agenda.

**PUBLIC WORKS COMMITTEE**

Alan Nix, Chair

**11. Committee Report - September 23, 2021**

Alan Nix, chair, gave the committee report.

**12. Consider Approval of a Professional Services Agreement with Provenance Engineering for the Preparation of an Emergency Response Plan and Emergency Preparedness Plan**

MOTION by Alan Nix, second by Daron Trussell, to approve a Professional Services Agreement with Provenance Engineering for the preparation of Emergency Response and Emergency Preparedness Plan. MOTION CARRIED by unanimous vote.

**13. Consider Approval of the Annual Operations Agreement Amendment with Jacobs/CH2M OMI for Wastewater Treatment Plant Operations**

MOTION by Alan Nix, second by Brandon Huckabee, to approve the annual operations agreement with Jacobs/CH2M OMI. MOTION CARRIED by unanimous vote.

**14. Consider Approval of an Ordinance Amending the City of Stephenville Code of Ordinances by the Adoption of Chapter 53 *Solid Waste***

MOTION by Alan Nix to approve an ordinance amending Chapter 53 *Solid Waste*. MOTION DIES for lack of a second.

**15. Consider Approval of an Engagement Letter with Lloyd Gosselink for Legal Representation Services for a Landfill Permit Amendment**

MOTION by Alan Nix, second by Daron Trussell, to approve an engagement letter with Lloyd Gosselink for legal representation services for a landfill permit amendment. MOTION CARRIED by unanimous vote.



## PERSONNEL COMMITTEE

Ricky Thurman, Chair

### 16. Personnel Committee Report

Ricky Thurman, chair, gave the committee report.

### 17. Consider Approval of an Ordinance Amending the City of Stephenville Policy and Procedure Manual by the Addition of Chapter 4.13 *Mental Health Leave Policy*

MOTION by Ricky Thurman, second by LeAnn Durfey, to approve Ordinance No. 2021-O-34 amending the City of Stephenville Policy and Procedure Manual to include Chapter 4.13 *Mental Health Leave Policy*. MOTION CARRIED by unanimous vote.

## FINANCE COMMITTEE

Justin Haschke, Chair

### 18. Committee Report - September 23, 2021

Justin Haschke, chair, gave the committee report.

### 19. Consider Approval of an Ordinance Approving 4th Quarter Budget Adjustments for FY 2020-2021

MOTION by Justin Haschke, second by Brandon Huckabee, to approve Ordinance No. 2021-O-35 approving fourth quarter budget adjustments. MOTION CARRIED by unanimous vote.

## FINANCIAL REPORTS

Monica Harris, Director of Finance

### 20. Monthly Budget Report for the period Ending August 31, 2021

Monica Harris, Director of Finance, gave the following report:

In reviewing the financial statements ending August 31, 2021, the financial indicators are as or better than anticipated.

**Property Tax** – We received \$12K in property taxes in the month of August, resulting in \$146K or 2.24% increase over funds collected through last August. The \$6.64 million collected fiscal year to date is 99.83% of budget, which is as anticipated.

**Sales Tax** – We received \$683K in sales tax in August, resulting in \$1.1 million or 19.57% more than the funds collected through last August. The \$6.9 million collected fiscal year to date is 111.12% of the \$6.24 million budgeted, which is higher than the 91.7% anticipated.

**HOT Funds** - Lodging establishments have reported \$432K in Hotel Occupancy Taxes through August, as compared to the \$323K through last August. We have received \$98K of sports venue tax through August. We spent \$413K in Hotel Occupancy Tax funds through fiscal year to date as compared to \$198K last year due to the Day Tripper contract, gateway planning, and Moo-la fest.

**Revenue (Budgetary comparison)** – The target budget for operating revenue is \$26.2 million. We received \$27.1 million in revenue fiscal year to date, resulting in \$888K over the target budget due to sales taxes and service charges.

**Expenditures (Budgetary comparison)** – The target budget for operating expenditures is \$19.1 million. We expended \$18 million fiscal year to date, resulting in \$1.1 million under the target budget.

**Revenue (Prior year comparison)** - Operating revenue received last year was \$25.4 million as compared to the current year's \$27.1 million, resulting in a \$1.7 million increase due to property tax, sales taxes, and service charges.

**Expenditures (Prior year comparison)** – Operating expenditures last year were \$17.1 million as compared to the current year's \$18 million, resulting in an \$819K increase due to costs associated with COVID-19 prevention, damage claims, wages, recreation supplies, professional fees, advertising, Moo-la fest and gateway planning.

#### **STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY**

**Jeff Sandford, Executive Director**

This item was removed from the agenda.

#### **CONSENT AGENDA**

- 21. Approval of Minutes - Regular City Council Meeting - September 9, 2021**
- 22. Approval of Minutes - Special City Council Meeting - September 14, 2021**
- 23. Approval of Minutes - Special City Council Meeting - September 23, 2021**
- 24. Approval of Minutes - Council Work Session - September 28, 2021**
- 25. Approval of Membership in the Texas Municipal League**
- 26. Approval of Municipal Court Bailiff Contract**
- 27. Authorization to Sell a Laboratory Ultra-Low Freezer with Data Logger**
- 28. Authorization to Dispose of IT Assets**

MOTION by Ricky Thurman, second by Alan Nix, to approve the consent agenda as presented. MOTION CARRIED by unanimous vote.

#### **COMMENTS BY CITY MANAGER**

- Committee Meetings – Tuesday, October 19
- Regular City Council Meeting – Tuesday, November 2
- Safe Trick R Treat – Thursday, October 28

#### **COMMENTS BY COUNCIL MEMBERS**

LeAnn Durfey wanted to recognize the positive impact that the Cowboy Capital Pro Rodeo had on Stephenville and its participants. She stated that she and others she talked to enjoyed the experience.

Justin Haschke encouraged residents to be involved in the community. He stated that he felt the council was making a lot of decisions and were striving to do what they feel is the in the best interest of the community.

Daron Trussell reminded everyone that TSU Homecoming was coming up and that there would be many visitors staying in Stephenville.

Ricky Thurman congratulated the Yellow Jacket Band on receiving the Top 4A Band at the Mineral Wells Marching Invitational.

Brandon Huckabee congratulated SPARD staff for their awards and their work toward becoming a first-class organization. He stated that the council must stay vigilant in growing and improving.

Doug Svien thanked Johnny Davis, Project Manager for the Stephenville Wastewater Treatment Plant, for doing an outstanding job for the City of Stephenville



**ADJOURN**

The meeting was adjourned at 6:27 p.m.

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Doug Svien, Mayor

ATTEST:

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Staci L. King, City Secretary



## STAFF REPORT

**SUBJECT:** Auction Items

**DEPARTMENT:** Finance

**STAFF CONTACT:** Robert Oswald

### RECOMMENDATION:

Staff is seeking authorization to sell the following items, via online auction:

| Quantity | Description          | Department      |
|----------|----------------------|-----------------|
| 2        | Desk/Hutch           | IT              |
| 3        | Metal Cabinet        | Devel. Services |
| 1        | TV                   | Library         |
| 1        | AC Unit              | Rec Center      |
| 1        | Physicians Scale     | Rec Center      |
| 1        | Magazine Rack        | Rec Center      |
| 29       | Bicycle              | Police          |
| 1        | Desk/Drawers/Cabinet | Senior Center   |





Pricing Proposal  
 Quotation #: 20676378  
 Created On: 6/29/2021  
 Valid Until: 11/19/2021

**City of Stephenville TX**

**Senior Inside Account Executive**

**James Wiley**  
 TX  
 United States  
 Phone: 254-918-1297  
 Fax:  
 Email: JWiley@Stephenvilletx.gov

**Jessica Vos**  
 P.O. Box 847434  
 Dallas, TX 75284-7434  
 Phone: 800-870-6079 x6527657  
 Fax: 512-732-0232  
 Email: Jessica\_Vos@shi.com

All Prices are in US Dollar (USD)

| Product   | Qty | Your Price | Total       |
|---|-----|------------|-------------|
| 1 AzureMntryCmmtmntG ShrdSvr ALNG SubsVL MVL Commit Provision<br>Microsoft - Part#: J5U-00004<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3 | 1   | \$0.00     | \$0.00      |
| 2 CoreCALBridgeO365FromSA ALNG SubsVL MVL Pltfrm PerUsr<br>Microsoft - Part#: AAA-12417<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3       | 150 | \$14.44    | \$2,166.00  |
| 3 O365GCCE3fromSA ShrdSvr ALNG SubsVL MVL PerUsr<br>Microsoft - Part#: AAA-11924<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3              | 150 | \$178.56   | \$26,784.00 |
| 4 SQLSvrStdCore ALNG SA MVL 2Lic CoreLic<br>Microsoft - Part#: 7NQ-00292<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3                      | 2   | \$575.90   | \$1,151.80  |
| 5 WINENTperDVC ALNG SA MVL Pltfrm<br>Microsoft - Part#: KV3-00353<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3                             | 120 | \$38.31    | \$4,597.20  |
| 6 WinSvrDCCore ALNG SA MVL 2Lic CoreLic<br>Microsoft - Part#: AAA-12417<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3                       | 6   | \$122.60   | \$732.14    |

Contract Name: Microsoft Software VAR  
Contract #: DIR-TSO-4092  
Coverage Term: 7/1/2020 – 6/30/2021  
**Note:** Year 1 of 3

Item 25.

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|   |  |   |          |          |
|---|--|---|----------|----------|
| 7 | WinSvrSTDCore ALNG SA MVL 2Lic CoreLic<br>Microsoft - Part#: 9EM-00270<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3   | 8 | \$17.44  | \$139.52 |
| 8 | Microsoft Windows Server Datacenter Edition - License & software assurance - 2<br>cores - Enterprise - All Languages<br>Microsoft - Part#: 9EA-00039<br>Contract Name: Microsoft Software VAR<br>Contract #: DIR-TSO-4092<br>Coverage Term: 7/1/2020 – 6/30/2021<br><b>Note:</b> Year 1 of 3 | 2 | \$288.57 | \$577.14 |
| 9 | Interest<br>SHI International Corp - Part#: Interest   | 1 | \$456.49 | \$456.49 |

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|          |             |
|----------|-------------|
| Subtotal | \$36,614.29 |
| Shipping | \$0.00      |
| Total    | \$36,614.29 |

#### Additional Comments

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Thank you for choosing SHI-GS! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address, Quote Number, and applicable Contract Number when submitting a Purchase Order. SHI Government Solutions, Inc. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3695478; DUNS# 14-724-3096

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

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The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.





## STAFF REPORT

**SUBJECT:** Approval of EMS Billing and Collection Services by Specialized Billing and Collections Systems of Texas

**DEPARTMENT:** Finance

**STAFF CONTACT:** Monica Harris

### RECOMMENDATION:

Staff recommends approval of the estimated expenditure of \$78,299.00 for annual EMS billing and collection services provided by Specialized Billing and Collections Systems of Texas.

### BACKGROUND:

Specialized Billing and Collections Systems of Texas provides EMS billing and collection services for City of Stephenville EMS, charging a fee of 13% of the amount collected. The contract with Special Billing has expired, and the City plans to request proposals for these services in the near future.

### FISCAL IMPACT SUMMARY:

The budget includes \$78,299 for EMS billing and collection services.

### ALTERNATIVES

Approve a lower amount until a new contract is awarded.

Not approve the budgeted expenditure, which could result in the cessation of EMS billing and collections.



## STAFF REPORT

**SUBJECT:** Authorize Payment for Incode 10 Software Maintenance

**DEPARTMENT:** Finance

**STAFF CONTACT:** Monica Harris

### RECOMMENDATION:

Staff recommends approval of expenditure of \$43,660.03 for annual Incode 10 software maintenance and support.

### BACKGROUND:

Tyler Technology charges an annual fee per Incode 10 module for software updates and technical support, which increases 5% each year. This fee allows staff to get assistance with software issues, as well as real-time information on how to use the software. The annual fee is as follows:

- CIS/CRM Meter Interface 11/01/21 to 10/31/22 = \$3,752.27
- CIS/CRM Customer Relation Suite (Utility Billing and Accounts Receivable) 01/01/22 to 12/31/22 = \$16,617.02
- Court Case Management 12/01/21 to 11/30/22 = \$3,031.88
- Financial Management (includes Accounts Payable, Payroll, and HR) 01/01/22 to 12/31/22 = \$16,863.94
- Technical Services 01/01/22 to 12/31/22 = \$1,871.30
- Third Party System Software (Online payment portal) 01/01/22 to 12/31/22 = \$520.82
- Fixed Assets Management 01/01/22 to 12/31/22 = \$1,002.80

### FISCAL IMPACT SUMMARY:

The budget includes \$43,662 for Incode 10 software maintenance and support.

### ALTERNATIVES

Not approve the budgeted expenditure, which would be extremely detrimental in the utilization of the software.





## STAFF REPORT

**SUBJECT:** Approval of online and voice response transaction fees for utility billing and court with Tyler Technologies

**DEPARTMENT:** Finance

**STAFF CONTACT:** Monica Harris

### RECOMMENDATION:

Staff recommends approval of the estimated expenditure of \$37,500.00 for annual Tyler Technologies online and automated voice response transaction fees for Utility Billing (\$36,000) and Municipal Court (\$1,500).

### BACKGROUND:

Tyler Technologies charges \$1.25 for each utility payment and \$2.50 for each court payment processed through the online portal or the automated voice response system. There were 26,247 utility payments and 14 court payments processed through the online portal, as well as, 298 utility payments processed through the automated voice response system last fiscal year. Tyler also charges \$3.50 per each driving safety request processed through the court online portal, of which there were 2 last fiscal year.

### FISCAL IMPACT SUMMARY:

The budget includes \$37,500 for these transaction fees.

### ALTERNATIVES

Not approve the budgeted expenditure, which would prevent the acceptance of online and automated voice response payments.

# STAFF REPORT



**SUBJECT:** Street Department – Budgeted Skid Steer  
**MEETING:** Regular Council Meeting - 02 Nov 2021  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams

## RECOMMENDATION:

Staff recommends the authorization to purchase one (1) Kubota Skid Steer Tractor for the Street Department as budgeted.

## BACKGROUND:

Competitive bids for a Street Department Kubota Tractor were solicited through the BuyBoard cooperative purchasing system. BuyBoard is a national, governmental purchasing cooperative which competitively bids and awards contracts to local, regional, and national vendors in compliance with local, state, and federal procurement laws and regulations. Vendors are evaluated and verified to provide quality products or services at competitively bid prices in compliance with the applicable procurement procedures.

## FISCAL IMPACT SUMMARY:

Kubota Tractor Corporation responded with a quote for \$59,306.43. The adopted FY21-22 budget includes \$60,000 for the machine. It is therefore the recommendation of staff that the purchase be awarded to Kubota Tractor Corporation in the amount of \$59,306.43. If approved, the machine will be supplied through the local Texstar Kubota, Inc. facility.

## ATTACHMENTS:

Attached is a copy of the cooperative purchasing agency quotation.

1. [Kubota Skid Steer – BuyBoard Quote – \\$59,306.43](#)



Contract Numbers:  
CE - 1597-19  
GM - 1611-20

SVL75-2HFWC WEB QUOTE #2152362  
Date: 9/22/2021 2:07:48 PM  
-- Customer Information --  
Singleton, Randy  
City of Stephenville  
rsingleton@stephenville.gov  
2549181293

Item 29.

Quote Provided By  
TEXSTAR KUBOTA INC.  
James Vanbebber  
5988 S. US HIGHWAY 377  
STEPHENVILLE, TX 76401  
email: james@texstarkubota.com  
phone: 2549680911

-- Standard Features --

-- Custom Options --



**Kubota**

S Series

SVL75-2HFWC

\*\*\* EQUIPMENT IN STANDARD MACHINE \*\*\*

**FEATURES**

Vertical Lift Path Loader Frame  
Standard Front Quick Coupler,  
Float Standard  
Hydraulic Quick Coupler  
Option, High Flow Hydraulics  
Loader Boom Lock  
Open ROPS & Air Conditioned  
ROPS/FOPS Cab Models  
High Back, Adjustable, Vinyl,  
Suspension Seat  
2" Retractable Seat Belt and 2-  
Piece Seat Bar  
12V Electric Outlet  
17.4 gpm Auxiliary Hydraulics  
standard, 29.3 gpm Option  
Direct To Tank Return Line  
Rigid Mounted Undercarriage, 4  
Lower Track Rollers  
Rubber Tracks, 12.6" Standard,  
15" Optional  
Two Speed Travel System  
Automatic Wet Disk Parking  
Brake  
Kubota 4 Hydraulic Pump Load  
Sensing System  
2 Gear, 2 Variable  
Displacement Pumps  
Hydraulic Joystick Controls  
ISO Operating Pattern  
Hand And Foot Throttle  
Controls  
Electronic Travel Torque  
Management  
Automatic Glow Plugs  
Key Switch Stop/Start System  
Self Bleed Fuel System  
2 Front and 2 Rear Working  
Lights  
Hour Meter, Engine  
Temperature and Fuel  
Gauges and Warning Lights  
Horn and Backup Alarm  
Lockable Fuel Cap  
Bolt On Grab Handles to enter  
machine

**BASIC UNITS**

SVL75-2, 15.0" Rubber Tracks,  
A/C ROPS/FOPS Cab  
Hydraulic Quick Coupler, High  
Flow Hydraulics  
**ENGINE**  
V3307 Kubota CR-TE4, Tier 4  
Diesel Engine  
4 Cylinder, 4 Cycle, Turbo Charged  
74.3 Gross HP @ 2400 rpm

**DIMENSIONS**

Cab Height 82.0"  
Width (without attachment) 65.9"  
Width with wide track option  
(without attachment) 68.3"  
Length (without attachment) 109.0"  
Length of Track on Ground 56.5"

**OPERATIONAL**

**DIMENSIONS**  
Operating Weight\*, SVL75H, 12.6"  
Rubber Tracks, Open  
ROPS/FOPS Cab, Mechanical  
Quick Coupler 9,039 lbs.  
Rated Operating Capacity (@ 35%  
of Tipping Load) 2,300 lbs.  
Rated Operating Capacity (ROC)  
@ 35% of Tipping Load complies  
with ISO 14397-1 and SAE J 818  
for crawler loaders  
Rated Operating Capacity (ROC)  
@ 50% of Tipping Load 3,285 lbs.  
Tipping Load 6,570 lbs.  
Auxiliary Hydraulics Flow 17.4  
gpm  
Travel Speed (Low / High) 4.7 / 7.1  
mph  
Reach @ Maximum Height 41.7"  
Height to Hinge Pin 119.1"  
Ground Pressure 5.6 psi.  
Traction Force 9,678 lbf.

\* Includes operator's weight, 175  
lbs.

SVL75-2HFWC Base Price: \$68,202.00

|   |                      |
|---|----------------------|
| (1) 14 PIN TO 14 PIN ADAPTER KIT<br>86650-14 PIN TO 14 PIN ADAPTER KIT  | \$318.00             |
| (1) SVL MULTIFUNCTION CONTROLLER HANDLE<br>86699A-SVL MULTIFUNCTION CONTROLLER HANDLE   | \$873.00             |
| (1) REAR VIEW MIRROR KIT<br>86641-REAR VIEW MIRROR KIT  | \$22.00              |
| (1) 74" HEAVY DUTY LOW PROFILE LONG<br>FLOOR BUCKET (19.2 CU-FT) W/CUTTING EDGE<br>AP-HD74LLC-74" HEAVY DUTY LOW PROFILE LONG FLOOR<br>BUCKET (19.2 CU-FT) W/CUTTING EDGE | \$1,745.00           |
| <b>Configured Price:</b>  | <b>\$71,160.00</b>   |
| <b>BUY BOARD Discount:</b>  | <b>(\$17,078.40)</b> |
| <b>SUBTOTAL:</b>  | <b>\$54,081.60</b>   |
| <b>Dealer Assembly:</b>   | <b>\$272.00</b>      |
| <b>Freight Cost:</b>  | <b>\$665.00</b>      |
| <b>PDI:</b>   | <b>\$250.00</b>      |
| <b>LP AP-RG3074-21</b>  | <b>\$4,037.83</b>    |

Total Unit Price: \$59,306.43  
Quantity Ordered: 1  
Final Sales Price: \$59,306.43

**Purchase Order Must Reflect  
the Final Sales Price**

To order equipment -- purchase orders must be made out and  
returned to:

**Kubota Tractor Corporation**  
Attn: National Accounts  
1000 Kubota Drive  
Grapevine, TX 76051  
or email [NA.Support@kubota.com](mailto:NA.Support@kubota.com)  
or call 817-756-1171 or fax 844-582-1581

\*All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



# STAFF REPORT



**SUBJECT:** Water Department – Budgeted Compact Excavator  
**MEETING:** Regular Council Meeting - 02 Nov 2021  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams

## RECOMMENDATION:

Staff recommends the authorization to purchase one (1) John Deere Compact Excavator for the Water Department as budgeted.

## BACKGROUND:

Competitive bids for a Water Department compact excavator were solicited through the BuyBoard cooperative purchasing system. BuyBoard is a national, governmental purchasing cooperative which competitively bids and awards contracts to local, regional, and national vendors in compliance with local, state, and federal procurement laws and regulations. Vendors are evaluated and verified to provide quality products or services at competitively bid prices in compliance with the applicable procurement procedures.

## FISCAL IMPACT SUMMARY:

John Deere responded with a quote for \$45,709.86. The adopted FY21-22 budget includes \$50,500 for the machine. It is therefore the recommendation of staff that the purchase be awarded to the John Deere Corporation in the amount of \$45,709.86. If approved, the machine will be supplied through Clark Tractor and Supply in DeLeon, TX.

## ATTACHMENTS:

Attached is a copy of the cooperative purchasing agency quotation.

1. [John Deere Compact Excavator – BuyBoard Quote – \\$45,709.86](#)

**Quote Summary**

Prepared For:  
Stephenville City Of  
TX

Prepared By:  
Rick Gretsinger  
Clark Tractor & Supply Inc.  
509 W Navarro  
De Leon, TX 76444  
Phone: 254-893-2061  
rick@clarktractor.com

Quote Id: 25518820  
Created On: 27 October 2021  
Last Modified On: 28 October 2021  
Expiration Date: 30 November 2021

| Equipment Summary                | Suggested List | Selling Price  | Qty | Extended            |
|----------------------------------|----------------|----------------|-----|---------------------|
| JOHN DEERE 35G Compact Excavator | \$ 63,419.00   | \$ 45,709.86 X | 1 = | \$ 45,709.86        |
| <b>Equipment Total</b>           |                |                |     | <b>\$ 45,709.86</b> |

| Quote Summary              |              |
|----------------------------|--------------|
| Equipment Total            | \$ 45,709.86 |
| SubTotal                   | \$ 45,709.86 |
| Est. Service Agreement Tax | \$ 0.00      |
| Total                      | \$ 45,709.86 |
| Down Payment               | (0.00)       |
| Rental Applied             | (0.00)       |
| Balance Due                | \$ 45,709.86 |

Quote Id: 25518820

| JOHN DEERE 35G Compact Excavator   |   |            |                      |                      |
|------------------------------------|---|------------|----------------------|----------------------|
| Hours:                             |   |            |                      | Suggested List       |
| Stock Number:                      |   |            |                      | \$ 63,419.00         |
|                                    |   |            |                      | Selling Price        |
|                                    |   |            |                      | \$ 45,709.86         |
| <b>Code</b>                        | <b>Description</b>  | <b>Qty</b> | <b>Unit</b>          | <b>Extended</b>      |
| 0050FF                             | 35G Compact Excavator   | 1          | \$ 56,372.00         | \$ 56,372.00         |
| <b>Standard Options - Per Unit</b> |   |            |                      |                      |
| 3125                               | Rubber Track 300 mm with 600mm (24 in.) Triple Semi Grouser Shoes               | 1          | \$ 0.00              | \$ 0.00              |
| 4145                               | Suspension Seat - Vinyl   | 1          | \$ 0.00              | \$ 0.00              |
| 7120                               | Long Arm and Extra Counterweight  | 1          | \$ 1,503.00          | \$ 1,503.00          |
| 8150                               | ROPS / FOPS Canopy  | 1          | \$ 0.00              | \$ 0.00              |
| 9555                               | Angle Blade   | 1          | \$ 3,191.00          | \$ 3,191.00          |
|                                    | <b>Standard Options Total</b>   |            |                      | <b>\$ 4,694.00</b>   |
| <b>Dealer Attachments</b>          |   |            |                      |                      |
| BYT10966                           | 18 in. (457 mm) Heavy Duty Bucket; 2.8 cu. ft. (0.080 cu. m) (4 Teeth Included) | 1          | \$ 809.00            | \$ 809.00            |
| FGT                                | FREIGHT   | 1          | \$ 944.00            | \$ 944.00            |
| PDI                                | SET UP  | 1          | \$ 600.00            | \$ 600.00            |
|                                    | <b>Dealer Attachments Total</b>   |            |                      | <b>\$ 2,353.00</b>   |
|                                    | <b>Value Added Services Total</b>   |            |                      | <b>\$ 0.00</b>       |
|                                    | <b>Suggested Price</b>  |            |                      | <b>\$ 63,419.00</b>  |
| <b>Customer Discounts</b>          |   |            |                      |                      |
|                                    | <b>Customer Discounts Total</b>   |            | <b>\$ -17,709.14</b> | <b>\$ -17,709.14</b> |
|                                    | <b>Total Selling Price</b>  |            |                      | <b>\$ 45,709.86</b>  |

# STAFF REPORT

**SUBJECT:** Aqua Metric Meter Reading Software  
**MEETING:** Regular Business Meeting - 02 Nov 2021  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams

## RECOMMENDATION:

Staff recommends the authorization for purchase of the budgeted software upgrade from logic to analytics for the existing water meter reading system.

## BACKGROUND:

The city has used Aqua Metric / Sensus for over 20-years for water meter reading equipment. The current software called “logic” was incorporated in 2015 and is no longer supported by Aqua Metric. If the current meter reading software were to fail, the meters will be read remotely one at a time.

The current logic software is not compatible with the Incode 10 billing system. Moving to analytics software allows the meter reading system to integrate with the billing system.

## FISCAL IMPACT SUMMARY:

The Aqua Metric “analytics” software proposes a one-time fee of \$30,500. Including the annual fee of \$41,601.26 yields a total of \$72,101.26. The adopted FY21-22 budget provides \$72,101.26 for this specific purpose.

## ATTACHMENTS:

Attached is a copy of the proposal.





Kristy Segarra - Manager, Bids & Proposals  
 16914 Alamo Parkway, Building 2 • Seema, TX 78154  
 Phone: (210) 967-6300 • Fax: (210) 967-6305  
 Email: kristy.segarra@aqua-metric.com  
 www.aqua-metric.com



June 9, 2021

Quote for City of Stephenville, Texas  
 Attention Lane Sharp  
 Address 298 W Washington Street  
 City, State, ZIP Stephenville, Texas 76401  
 Phone: (254) 918-1220  
 Email lsharp@stephenvilletx.gov

| Quantity                               | Description  | Unit Price                    | Extended           |
|--|--|-------------------------------|--------------------|
| <b>Year One System and Setup Costs</b> |  |                               |                    |
| 1                                      | RNI Core Education   | \$5,500.00                    | \$5,500.00         |
| 1                                      | Sensus Analytics Setup Fee   | \$4,500.00                    | \$4,500.00         |
| 1                                      | Sensus Analytics Basic Integration to CIS <sup>8</sup>               | \$4,000.00                    | \$4,000.00         |
| 1                                      | Sensus Analytics Training  | \$4,000.00                    | \$4,000.00         |
| 1                                      | Project Management   | \$12,500.00                   | \$12,500.00        |
| 1                                      | Annual RNI Software-as-a-Service (SaaS) Fee, Water Only <sup>5</sup> | \$11,988.75                   | \$11,988.75        |
| 1                                      | Annual Sensus Analytics Enhanced SaaS Fee, Water Only <sup>5</sup>   | \$9,893.75                    | \$9,893.75         |
| 2                                      | Annual Metro Basestation Extended Warranty <sup>5</sup>              | \$1,609.38                    | \$3,218.76         |
| 1                                      | Annual Aqua-Metric Maintenance and Support <sup>5</sup>              | \$16,500.00                   | \$16,500.00        |
|  |  | One-Time Fees:                | \$30,500.00        |
|  |  | Annual Fees <sup>5, 6</sup> : | \$41,601.26        |
|  |  | <b>AMI System Total:</b>      | <b>\$72,101.26</b> |

This quotation on the product and services named, may be subject to the conditions noted below:

1. Net 30 Days to Pay
2. Freight Allow on orders over \$7,500.00
3. Quote is valid until December 30, 2021
4. Return product may be subject to 25% restocking fee
5. 2% increase on all Annual Services; Minimum 5 Year Term
6. Pricing based on 7,000 Water Services
7. Pricing does not include bonding
8. City's billing system may require system integration fees on their end. Aqua Metric is unable to determine those costs at this time

02-003-54236.00000

# STAFF REPORT



**SUBJECT:** FY21-22 Upper Leon River Municipal Water District (ULRMWD) – Raw Water Charges  
**MEETING:** Regular Business Meeting - 02 Nov 2021  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams

## RECOMMENDATION:

Staff recommends the authorization for the FY21-22 routine payments to the Upper Leon River Municipal Water District (ULRMWD) for raw water charges in the amount of \$154,546.00 per the agreement established in 1999.

## BACKGROUND:

The city entered into a Supplemental Water Service Agreement with the ULRMWD on July 26, 1999. The annual Raw Water charge is the dollar-for-dollar pass thru cost from the Brazos River Authority (BRA) for Stephenville's allocation of 1862 acre-feet (AF) of raw water as a part of a District contract with the BRA.

The annual notice (attached) from ULRMWD dated July 26, 2021 confirms the FY21-22 BRA System Rate of \$83.00 per AF.

## FISCAL IMPACT SUMMARY:

The city's raw water charge for the period September 1, 2021 thru August 31, 2022 is \$154,546.00. The approved FY21-22 budget allocated funds specifically for this routine, annual cost.

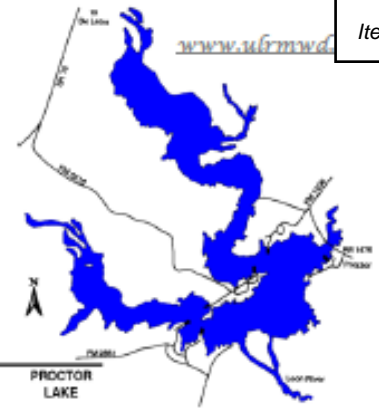
## ATTACHMENTS:

Attached is a copy of the ULRMWD FY21-22 notice.

# Upper Leon River Municipal Water District

2250 Highway 2861

Comanche, Texas 76442



Item 32.

September 15<sup>th</sup>, 2021

**NICK WILLIAMS**

City of Stephenville  
298 West Washington  
Stephenville, Texas 76401

RE: ULRMWD Water Charges  
City Volumetric Rate  
Minimum Fee  
Raw Water Charge

Nick,

The Upper Leon River MWD Board adopted a rate for the member (constituent) cities of \$4.8153 per thousand gallons at their May 24<sup>th</sup>, 2021 Board Meeting. When 2.5% is applied to the \$4.8153 it yields an adjusted **Volumetric Rate** to the City of Stephenville of **\$4.9357 per thousand**; net change will be \$0.0561 per thousand (up 1.15%).

The new volumetric rate would be effective for water metered for the period October 28<sup>th</sup> thru November 24<sup>th</sup>, 2021.

The **Minimum Fee** remains \$141,972 and the pay terms remain the same; i.e., paid monthly **\$11,831**, or it can be paid annually.

**Raw Water charge** is the dollar-for-dollar pass thru from Brazos River Authority (BRA) for 1862 A.F. of raw water that is a part of a District contract with BRA. As most are aware, the 1862 A.F. of water represents the drought-of-record, 31.4% reduction of the original 2714 A.F of water contracted by District... from BRA... for the benefit of the City. On July 26<sup>th</sup>, 2021 the BRA Board of Directors set their System Rate at \$83.00 per Acre Foot. This per AF rate, applied to the contract that was billed by BRA and paid by the District, forms the City's Raw Water charge. The City's **Raw Water Charge for the period September 1<sup>st</sup>, 2021 thru August 31<sup>st</sup>, 2022 is \$154,546**. This amount is due upon receipt; invoice accompanies.

Please contact us at your opportunity to discuss this or any other matters. The Office phone is 254-879-2258.

Thank you,

gary d. lacy



# STAFF REPORT

**SUBJECT:** Amendment - Development Review Services Agreement  
**MEETING:** Regular Business Meeting - 02 Nov 2021  
**DEPARTMENT:** Public Works  
**STAFF CONTACT:** Nick Williams

## RECOMMENDATION:

Staff recommends the authorization of Amendment No. 10 to the existing agreement with Freese and Nichols, Inc. for professional services associated with general development plan/plat reviews.

## BACKGROUND:

The city entered into an agreement with Freese and Nichols (FNI) on August 5, 2014 to perform professional service reviews for plats, development plans, traffic studies, site plans, and engineering plans for public infrastructure.

Staff feels FNI provides a valuable and necessary independent professional service across multiple engineering disciplines and is satisfied with the level of service received to date.

## FISCAL IMPACT SUMMARY:

Amendment No. 10 proposes to extend the existing agreement for services by a not-to-exceed amount of \$24,000. Review fees are reimbursed by developers.

## ALTERNATIVES:

The following alternatives are provided for consideration:

1. Do not authorize the execution of Amendment No. 10 as presented; or
2. Direct staff to recommend an alternate firm to provide professional services.

## ADVANTAGES:

1. No charge is incurred to the city unless FNI services are utilized.
2. The adopted Fee Schedule provides for review fees to be reimbursed by developers.
3. FNI has performed drainage analyses on several development, which reduces review times as adjacent developments occur within the same drainage basins.
4. Reviews are typically completed within seven (7) calendar days.

## DISADVANTAGES:

1. No known disadvantages have been identified at this time.

## ATTACHMENTS:

Attached is a copy of the proposed amendment.



CONTRACT CHANGE AUTHORIZATION FORM  
Amend #10

City of Stephenville  
298 W. Washington Street  
Stephenville, Texas 76401  
Attn: Jason King, Assistant City Manager

FNI PROJECT NO. STE14447

DATE: 10/11/2021

**Project Name:** City of Stephenville Development Review

**Description of Services:** Additional work to review development submittals including plats, development plans, drainage studies, traffic studies, site plans, and engineering plans for public infrastructure to substantiate compliance of development submittals with the City's adopted ordinances and standards.

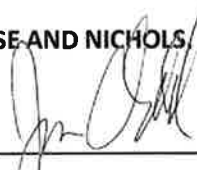
**Compensation shall be amended as follows:** A not to exceed amount of Twenty-four Thousand Dollars

|   |              |
|---|--------------|
| <b>Current Contract Amount:</b>         | \$195,000.00 |
| <b>Amount of this Amendment:</b>        | \$24,000.00  |
| <b>Revised Total Amount Authorized:</b> | \$219,000.00 |

*The above described services shall proceed upon execution of this amendment. All other provisions, terms and conditions of the Professional Services Agreement which are not expressly amended shall remain in full force and effect.*

**FREESE AND NICHOLS, INC.**

**CITY OF STEPHENVILLE, TEXAS**

BY:   
\_\_\_\_\_  
Justin Oswald  
Print Name

BY: \_\_\_\_\_  
\_\_\_\_\_  
Print Name

TITLE: Associate  
\_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: 10/11/21  
\_\_\_\_\_

DATE: \_\_\_\_\_

## Normal Rates

**COMPENSATION**

Compensation to FNI shall be computed on the basis of the following Schedule of Charges.

If FNI sees the Scope of Services changing so that Additional Services are needed, including but not limited to those services described as Additional Services in Attachment SC, FNI will notify OWNER for OWNER's approval before proceeding. Additional Services shall be computed based on the following Schedule of Charges.

| <u>Position</u>             | <u>Hourly Rate</u> |            |
|-----------------------------|--------------------|------------|
|                             | <u>Min</u>         | <u>Max</u> |
| Professional 1              | 82                 | 153        |
| Professional 2              | 103                | 162        |
| Professional 3              | 126                | 234        |
| Professional 4              | 157                | 251        |
| Professional 5              | 191                | 360        |
| Professional 6              | 202                | 410        |
| Construction Manager 1      | 91                 | 181        |
| Construction Manager 2      | 112                | 195        |
| Construction Manager 3      | 172                | 230        |
| Construction Manager 4      | 211                | 297        |
| CAD Technician/Designer 1   | 74                 | 151        |
| CAD Technician/Designer 2   | 107                | 163        |
| CAD Technician/Designer 3   | 137                | 214        |
| Corporate Project Support 1 | 53                 | 129        |
| Corporate Project Support 2 | 75                 | 180        |
| Corporate Project Support 3 | 108                | 274        |
| Intern / Coop               | 44                 | 110        |
| Senior Advisor              | 175                | 175        |

**Rates for In-House Services and Equipment**

| <u>Mileage</u>      | <u>Bulk Printing and Reproduction</u> |                | <u>Equipment</u> |  |
|---------------------|---------------------------------------|----------------|------------------|--|
| Standard IRS Rates  |                                       | <u>B&amp;W</u> | <u>Color</u>     | Valve Crew Vehicle (hour) \$75             |
|                     | Small Format (per copy)               | \$0.10         | \$0.25           | Pressure Data Logger (each) \$100          |
| <u>Tech Charges</u> | Large Format (per sq. ft.)            |                |                  | Water Quality Meter (per day) \$100        |
| 8.50 per hour       | Bond                                  | \$0.25         | \$0.75           | Microscope (each) \$150                    |
|                     | Glossy / Mylar                        | \$0.75         | \$1.25           | Pressure Recorder (per day) \$200          |
|                     | Vinyl / Adhesive                      | \$1.50         | \$2.00           | Ultrasonic Thickness Gauge (per day) \$275 |
|                     | Mounting (per sq. ft.)                | \$2.00         |                  | Coating Inspection Kit (per day) \$275     |
|                     | Binding (per binding)                 | \$0.25         |                  | Flushing / Cfactor (each) \$500            |
|                     |                                       |                |                  | Backpack Electrofisher (each) \$1,000      |
|                     |                                       |                |                  | <u>Survey Grade</u> <u>Standard</u>        |
|                     |                                       |                |                  | Drone (per day) \$200 \$100                |
|                     |                                       |                |                  | GPS (per day) \$150 \$50                   |

**OTHER DIRECT EXPENSES:**

Other direct expenses are reimbursed at actual cost times a multiplier of 1.10. They include outside printing and reproduction expense, communication expense, travel, transportation and subsistence away from the FNI office. For other miscellaneous expenses directly related to the work, including costs of laboratory analysis, test, and other work required to be done by independent persons other than staff members, these services will be billed at a cost times a multiplier of 1.10. For Resident Representative services performed by non-FNI employees and CAD services performed in-house by non-FNI employees where FNI provides workspace and equipment to perform such services, these services will be billed at cost times a multiplier of 2.0. This markup approximates the cost to FNI if an FNI employee was performing the same or similar services.

**These ranges and/or rates will be adjusted annually in February. Last updated February 2021.**

360022021



## Expedited Rates

**COMPENSATION**

Compensation to FNI shall be computed on the basis of the following Schedule of Charges.

If FNI sees the Scope of Services changing so that Additional Services are needed, including but not limited to those services described as Additional Services in Attachment SC, FNI will notify OWNER for OWNER's approval before proceeding. Additional Services shall be computed based on the following Schedule of Charges.

| <u>Position</u>             | <u>Hourly Rate</u> |            |
|-----------------------------|--------------------|------------|
|                             | <u>Min</u>         | <u>Max</u> |
| Professional 1              | 91                 | 169        |
| Professional 2              | 114                | 180        |
| Professional 3              | 139                | 260        |
| Professional 4              | 174                | 279        |
| Professional 5              | 212                | 400        |
| Professional 6              | 225                | 455        |
| Construction Manager 1      | 101                | 201        |
| Construction Manager 2      | 124                | 217        |
| Construction Manager 3      | 191                | 256        |
| Construction Manager 4      | 234                | 330        |
| CAD Technician/Designer 1   | 82                 | 168        |
| CAD Technician/Designer 2   | 119                | 181        |
| CAD Technician/Designer 3   | 152                | 238        |
| Corporate Project Support 1 | 59                 | 143        |
| Corporate Project Support 2 | 83                 | 200        |
| Corporate Project Support 3 | 120                | 304        |
| Intern / Coop               | 48                 | 123        |
| Senior Advisor              | 175                | 175        |

**Rates for In-House Services and Equipment**

| <u>Mileage</u>      | <u>Bulk Printing and Reproduction</u> |                | <u>Equipment</u> |  |
|---------------------|---------------------------------------|----------------|------------------|--|
| Standard IRS Rates  |                                       | <u>B&amp;W</u> | <u>Color</u>     | Valve Crew Vehicle (hour) \$75             |
|                     | Small Format (per copy)               | \$0.10         | \$0.25           | Pressure Data Logger (each) \$100          |
|                     | Large Format (per sq. ft.)            |                |                  | Water Quality Meter (per day) \$100        |
| <u>Tech Charges</u> | Bond                                  | \$0.25         | \$0.75           | Microscope (each) \$150                    |
| 8.50 per hour       | Glossy / Mylar                        | \$0.75         | \$1.25           | Pressure Recorder (per day) \$200          |
|                     | Vinyl / Adhesive                      | \$1.50         | \$2.00           | Ultrasonic Thickness Gauge (per day) \$275 |
|                     | Mounting (per sq. ft.)                | \$2.00         |                  | Coating Inspection Kit (per day) \$275     |
|                     | Binding (per binding)                 | \$0.25         |                  | Flushing / Cfactor (each) \$500            |
|                     |                                       |                |                  | Backpack Electrofisher (each) \$1,000      |
|                     |                                       |                |                  | <u>Survey Grade</u> <u>Standard</u>        |
|                     |                                       |                |                  | Drone (per day) \$200 \$100                |
|                     |                                       |                |                  | GPS (per day) \$150 \$50                   |

**OTHER DIRECT EXPENSES:**

Other direct expenses are reimbursed at actual cost times a multiplier of 1.10. They include outside printing and reproduction expense, communication expense, travel, transportation and subsistence away from the FNI office. For other miscellaneous expenses directly related to the work, including costs of laboratory analysis, test, and other work required to be done by independent persons other than staff members, these services will be billed at a cost times a multiplier of 1.10. For Resident Representative services performed by non-FNI employees and CAD services performed in-house by non-FNI employees where FNI provides workspace and equipment to perform such services, these services will be billed at cost times a multiplier of 2.0. This markup approximates the cost to FNI if an FNI employee was performing the same or similar services.

**These ranges and/or rates will be adjusted annually in February. Last updated February 2021.**

400022021



## STAFF REPORT

**SUBJECT:** Financial Agreement for Equipment

**DEPARTMENT:** Parks and Leisure Services

**STAFF CONTACT:** Kelli Votypka

### RECOMMENDATION:

Staff recommends a five (5) year financial plan to purchase six (6) pieces of Equipment for the Parks, Cemetery and Building & Grounds that was approved in Fiscal Year 21/22 budget.

Equipment to be purchased:

**Parks:**

Toro 4100-DGrounds master - \$ 83,987.50

48" Tiger Catil Velocity Mower - \$8,858.00

**Cemetery:**

48" Tiger Catil Velocity Mower - \$8,858.00

Tractor - \$ 23,981.07

**Building & Grounds:**

52" Turf Tiger II Mower – \$11,797.00

61" Cheetah Scag Mower - \$11,513.00

### BACKGROUND:

With the purchase of these pieces of equipment, Parks and Leisure Services the departments will have a full inventory of necessary equipment to services the community of Stephenville.

### FISCAL IMPACT SUMMARY:

With a five (5) year financial plan, it will not impact the budget. In fiscal year 21/22 \$33,231.00 was budgeted for this purchase. Government Capital Corporation annual payment over five (5) years at a fixed 2.997% is \$32,157.23. This gives the City a savings of \$1,073.77 this fiscal year.

### ALTERNATIVES

Additional options would be to individually purchase the equipment.

**RESOLUTION NO. 2021-R-\_\_****A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE PURPOSE OF PROCURING A TRACTOR, MOWERS, AND RELATED EQUIPMENT.**

WHEREAS the City of Stephenville desires to enter into a certain Financing Agreement, by and between Government Capital Corporation and the City of Stephenville, for the purpose of financing a tractor, mowers and related equipment; and

WHEREAS the City of Stephenville desires to designate this Agreement as a "qualified tax-exempt obligation" of the City of Stephenville for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended; and

WHEREAS the City of Stephenville desires to designate the City Manager as an authorized signer of the Agreement.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STEPHENVILLE:****SECTION 1.**

That the City of Stephenville enters into a Financing Agreement with Government Capital Corporation for the purpose of procuring a tractor, mowers, and related equipment.

**SECTION 2.**

That the Financing Agreement, by and between the City of Stephenville and Government Capital Corporation is designated by the City of Stephenville as a "qualified tax-exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

**SECTION 3.**

That the City of Stephenville designates the City Manager, as an authorized signer of the Financing Agreement, by and between the City of Stephenville and Government Capital Corporation.

**SECTION 4.**

That should the need arise, if applicable, the City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended

**PASSED AND APPROVED** this the 2<sup>nd</sup> day of November, 2021.

\_\_\_\_\_  
Doug Svien, Mayor

ATTEST:

\_\_\_\_\_  
Staci L. King, City Secretary



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Reviewed by Allen L. Barnes,  
City Manager

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Randy Thomas, City Attorney  
Approved as to form and legality