



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, June 01, 2021 at 5:30 PM

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIENCE

INVOCATION

CITIZENS GENERAL DISCUSSION

REGULAR AGENDA

1. Citizens Budget Requests
2. Consider Approval of L-3Harris Technologies New Radio System Cost Estimates

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

3. Planning and Zoning Commission Recommendations on Permitted Uses

4. **PUBLIC HEARING**

Case No.: RP2021-001

Applicant is Requesting Approval of a Preliminary Replat of Properties Located at 2798 W. Washington, Being Parcel Nos. R22338 and R22351 of the Motley Abstract; Parcel No. R76366, Block 157, Lot 12 (pt of) of City Addition; and Parcel No. R22391, Block 157, Lot 10 of the City Addition of the City of Stephenville, Erath County, Texas.

5. Consider Approval of a Preliminary Replat of Properties Located at 2798 W. Washington, Being Parcel Nos. R22338 and R22351 of the Motley Abstract; Parcel No. R76366, Block 157, Lot 12 (pt of) of City Addition; and Parcel No. R22391, Block 157, Lot 10 of the City Addition of the City of Stephenville, Erath County, Texas.

6. **PUBLIC HEARING**

Case No.: RZ2021-010

Applicant is Requesting a Rezone of the Property Located At 2675 W. Overhill Drive, Being Parcel No. R22423 of A0515 Motley Survey of the City Of Stephenville, Erath County, Texas, from Single-Family Residential District (R-1) to Neighborhood Business District (B-1).

7. Consider Approval of an Ordinance Rezoning the Property Located At 2675 W. Overhill Drive, Being Parcel No. R22423 of A0515 Motley Survey of the City Of Stephenville, Erath County, Texas, from Single-Family Residential District (R-1) to Neighborhood Business District (B-1).

8. **PUBLIC HEARING**

Case No.: PD2021-001

Applicant is Requesting a Rezone of the Property Located at 0 S. Harbin Drive, Being Parcel No. R73763, Block 19, Lot 15, of the South Side Addition of the City Of Stephenville, Erath County, Texas, From Retail And Commercial Business District (B-2) to Planned Development District (PD).

9. Consider Approval of an Ordinance Rezoning the Property Located at 0 S. Harbin Drive, Being Parcel No. R73763, Block 19, Lot 15, of the South Side Addition of the City Of Stephenville, Erath County, Texas, from Retail and Commercial Business District (B-2) to Planned Development District (PD).

FINANCE COMMITTEE

Justin Haschke, Chair

- [10.](#) Committee Report

11. Consider Approval of a Waiver of Landfill Fees for Habitat for Humanity

PUBLIC WORKS COMMITTEE

Alan Nix, Chair

- [12.](#) Committee Report

DEVELOPMENT SERVICES COMMITTEE

Brandon Huckabee, Chair

- [13.](#) Committee Report

NOMINATIONS COMMITTEE

Gerald Cook, Chair

- [14.](#) Committee Report

15. Consider Approval of Appointments to Citizen Boards and Commissions.

FINANCIAL REPORTS

- [16.](#) Monthly Budget Report for the Period Ending April 30, 2021

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT

- [17.](#) Approval of Minutes - May 4, 2021 Regular City Council Meeting

- [18.](#) Approval of Minutes - May 11, 2021 Special City Council Meeting

- [19.](#) Approval of Minutes - May 18, 2021 Special City Council Meeting

- [20.](#) Approval of a Grant Acceptance Agreement with the Texas Water Development Board for an Analysis to Map Flooding around Stephenville from the North Bosque River

COMMENTS BY CITY MANAGER

Council Committee Meetings - June 15, 2021

Regular City Council Meeting - July 6, 2021

Moo-La Fest begins Thursday, June 3

July 4th Activities - Saturday, July 3

City Offices closed July 5

COMMENTS BY COUNCIL MEMBERS

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.

Those wishing to address the Stephenville City Council may do so in person. Written correspondence may also be mailed to City Hall or emailed to Staci King, City Secretary, at slking@stephenvilletx.gov. Written correspondence must be received by 3:00 p.m. on June 1, 2021. For alternate arrangements, please contact Ms. King at least 48 hours prior to the meeting.

The meeting is available for viewing via livestream on the City's Facebook Page (City of Stephenville – City Hall).

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: Consider Approval of L-3Harris Technologies New Radio System Cost Estimates

DEPARTMENT: Police

STAFF CONTACT: Dan M. Harris, Jr.

RECOMMENDATION:

Approve the attached cost estimates for the L-3Harris Mobile/Portable and Base Radio Systems for the Stephenville Police and Fire Departments.

BACKGROUND:

The second step following the May 11, 2021 special city council meeting approval to pursue a systems purchase agreement with L-3Harris Technologies and the joining of the Granbury Regional Radio Network (GRRN). Attached are four L-3Harris Mobile and Portable Radio quotes, an excel spreadsheet with additional cost estimates including the system infrastructure installation and tower site infrastructure development. This includes dispatch consoles, training, program management, engineering services, staging and freight, installation, coverage mapping, and warranty year 1, radio system coverage guarantee, computer equipment for Live Earth mapping and GPS, and the XL Extreme 400P portable radio data sheet for the SFD portable radio quote.

FISCAL IMPACT SUMMARY:

Initial funding requests, approximately \$1.9 to \$2.1 million with additional infrastructure funding requests dependent upon current/future county wide combined dispatch temporary and final locations. This system remains a multi-million dollar cost savings project due to joining the GRRN vs. a complete stand-alone re-build of our current radio network. Multi-year finance options available to begin in the next fiscal year (2021-2022).

ALTERNATIVES

Continue to utilize our current radio system.

| L-3 Harris Radio System Component Cost Estimate (Dispatch Center Located at SPD) | | |
|--|-----------------------|--|
| System Components | Cost Estimate | Notes |
| Harris XL-200P Portable Radios (Police) | \$243,200.00 | Police portable radios with BeOn LTE (50 radios) |
| Harris XL-400P Portable Radios (Fire) | \$249,993.50 | Fire portable radios with BeOn LTE (34 radios) |
| Harris XL-200M Mobile Radios (Police) | \$171,952.50 | Police mobile radios with BeOn LTE (25 radios) |
| Harris XL-200M Mobile Radios (Fire) | \$107,849.60 | Fire mobile radios with BeOn LTE (16 radios) |
| P25 Site (Tower Site) | \$473,468.00 | System infrastructure installation and tower site development to include dispatch consoles |
| Professional Services | \$163,760.00 | Training, program management, engineering services, staging and freight, installation, coverage mapping, and warranty year 1 |
| System Coverage Map Guarantee | \$19,800.00 | Radio system coverage guarantee (On time additional charge) |
| PC and Monitor for Live Earth | \$1,098.00 | Computer equipment for Live Earth mapping and GPS |
| Total | \$1,431,121.60 | |

| L-3 Harris Radio System Component Cost Estimate (Dispatch Center Located at ECSO or Neutral Location) | | |
|---|-----------------------|--|
| System Components | Cost Estimate | Notes |
| Harris XL-200P Portable Radios (Police) | \$243,200.00 | Police portable radios with BeOn LTE (50 radios) |
| Harris XL-400P Portable Radios (Fire) | \$249,993.50 | Fire portable radios with BeOn LTE (34 radios) |
| Harris XL-200M Mobile Radios (Police) | \$171,952.50 | Police mobile radios with BeOn LTE (25 radios) |
| Harris XL-200M Mobile Radios (Fire) | \$107,849.60 | Fire mobile radios with BeOn LTE (16 radios) |
| P25 Site (Tower Site) | \$473,468.00 | System infrastructure installation and tower site development to include dispatch consoles |
| Professional Services | \$163,760.00 | Training, program management, engineering services, staging and freight, installation, coverage mapping, and warranty year 1 |
| System Coverage Map Guarantee | \$19,800.00 | Radio system coverage guarantee (On time additional charge) |
| PC and Monitor for Live Earth | \$1,098.00 | Computer equipment for Live Earth mapping and GPS |
| Costs Related to Scope of Work Changes | \$191,874.00 | Cost increase due to dispatch moving to a new location, change in work timelines, changes in congruence of working with the Granbury team and not having resources and equipment local |
| Total | \$1,622,995.60 | |

| Radio System Components Provided by JTS | | |
|---|---------------------|--|
| Vendor Components | Cost Estimate | Notes |
| Tower Site Building and Generator | \$246,918.75 | Provides a 25% to 45% reduction in cost to purchase through JTS. Specs require a 12' x 14' building to house radio equipment at tower site |
| Microwave Network | \$299,667.46 | Makes connection between Tower Site > SPD > ECSO (Provides better redundancy and connection) |
| Mobile Radio Installation | \$14,331.00 | Installation of new mobile radios, removal and inventory of mobile radios |
| Total | \$560,917.21 | |

| L-3 Harris and Granbury Regional Radio Network Annual Cost Estimates | | |
|--|---------------------|--|
| Reoccurring Costs | Cost Estimate | Notes |
| Premium Service Warranty (Years 2-5) | \$39,592.25 | Only applicable if City of Granbury adopts a 5 year warranty plan |
| Premium Service Warranty (Years 2-15) | TBD | Only applicable if City of Granbury adopts a 25 year warranty plan (If selected, cost will include an equipment upgrade at year 8) |
| Annual subscription to Live Earth | \$37,000.00 | Required for GPS functionality for all radio devices (150 square mile coverage, minimum package) |
| BeOn Monthly Service Fee | TBD | Paid to Granbury RRN for BeOn application licenses |
| Higher Ground Recorder | \$44,260.00 | Annual service contract and upgrade of current equipment to interface with L-3 Harris Radio System |
| Bramlett Tower Annual Land Lease | TBD | Annual Cost of land lease for new radio building |
| Bramlett Tower Equipment Lease | TBD | Annual Cost of microwave antenna and fiber connection to tower site |
| Total | \$120,852.25 | |

| L-3 Harris Radio System Cost Comparison (Cost Estimates) | | |
|---|--------------------------------|---|
| System Components | Dispatch Located at SPD | Dispatch Located at ECSO or Neutral Site |
| Harris Infrastructure | \$1,431,121.60 | \$1,622,995.60 |
| Tower Site | \$560,917.21 | \$560,917.21 |
| Purchase Total Estimate | \$1,992,038.81 | \$2,183,912.81 |
| Annual Cost Estimate (Incomplete) | \$120,852.25 | \$120,852.25 |

Quote Name: City of Stephenville FD_XL200M LTE_051121

Date: 5/11/2021 **Valid for 30 days**
Sales POC: Harry Maddox
Sr. Specialist, Sales
214-356-2513
Harry.Maddox@L3Harris.com

Mr. Jimmy Chew
Fire Chief
Stephenville Fire Department
254-918-1243
jchew@stephenvilletx.gov
254-918-1243

| L3Harris' Internal Use Only | |
|-----------------------------|---------------|
| Quote by: | S. Spence |
| CRM # | |
| CCC Case # | INC-000251470 |

| Item | Part Number | Description | Qty | List Price | Discount | Sale Price | Extended Sale Price |
|-------------------|-------------|--|-----|-------------|----------|-------------------------|----------------------|
| XL200M LTE | | | | | | | |
| 10 | XZ-MPM1M-NA | MOBILE, XL-200M, MULTIBAND, LTE, NA | 16 | \$ 5,295.00 | 45% | \$ 2,912.25 | \$ 46,596.00 |
| 20 | XZ-PL4J | FEATURE, VHF BAND | 16 | \$ 500.00 | 45% | \$ 275.00 | \$ 4,400.00 |
| 30 | XZ-PL4L | FEATURE, 700/800 MHZ BAND | 16 | \$ 500.00 | 45% | \$ 275.00 | \$ 4,400.00 |
| 40 | XZ-PL8Y | FEATURE, ENCRYPTION LITE | 16 | \$ 0.01 | 100% | \$ - | \$ - |
| 50 | XZ-PL4F | FEATURE, PHASE 2 TDMA | 16 | \$ 250.00 | 45% | \$ 137.50 | \$ 2,200.00 |
| 60 | XZ-PKG8F | FEATURE, 256-AES, 64-DES ENCRYPTION | 16 | \$ 695.00 | 45% | \$ 382.25 | \$ 6,116.00 |
| 70 | XZ-PKGPT | FEATURE PACKAGE, P25 TRUNKING | 16 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 13,200.00 |
| 80 | XZ-MA4A | KIT, MOUNTING XL-MOBILE UNIVERSAL | 16 | \$ 600.00 | 45% | \$ 330.00 | \$ 5,280.00 |
| 90 | XZ-MC6A | MICROPHONE, XL, STANDARD MOBILE | 16 | \$ 105.00 | 45% | \$ 57.75 | \$ 924.00 |
| 100 | XZ-CP6A | CONTROL UNIT, XL-CH | 16 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 13,200.00 |
| 110 | XZ-AN7G | ANTENNA, FLEX,HEAVY-DUTY | 16 | \$ 250.00 | 45% | \$ 137.50 | \$ 2,200.00 |
| 120 | XZ-ANGU | ANTENNA, BASE, STD ROOF MOUNT LOW LOSS | 16 | \$ 80.00 | 45% | \$ 44.00 | \$ 704.00 |
| 130 | BM-PKGCL-XL | APP, BEON XL RADIO FAMILY | 16 | \$ 335.00 | 45% | \$ 184.25 | \$ 2,948.00 |
| | | | | | | XL-200M Total | \$ 102,168.00 |
| Options | | | | | | | |
| 140 | XZ-Y3EWP | SERVICE ASSIST,EXT WARRANTY 3 YR, XL200M | 16 | \$ 200.00 | 0% | \$ 200.00 | \$ 3,200.00 |
| 150 | XZ-LS6A | SPEAKER, EXTERNAL, MOBILE | 16 | \$ 60.00 | 45% | \$ 33.00 | \$ 528.00 |
| 160 | XZ-CA6F | CABLE, XL-MOBILE, SPEAKER ACCY | 16 | \$ 222.00 | 45% | \$ 122.10 | \$ 1,953.60 |
| | | | | | | Options Total | \$ 5,681.60 |
| | | | | | | Total Sale Price | \$ 107,849.60 |

Lead time is subject to material availability at time of order

Total Sale Price \$ 107,849.60

Terms and Conditions:

- The Terms and Conditions are governed by the agreement between L3Harris Technologies and Henderson County TX. Please reference MBP# 19925 and contract number 1711, if applicable.
- Storing battery packs is not recommended because the chemicals in the battery degrade over time and this affects the functionality of the battery. Improper storage of batteries may void warranty.
- Pricing does not include installation, programming, taxes or shipping (if applicable), unless otherwise noted. These items may be waived based on the terms and conditions which are applicable to this quote (Item 1) and could be subject to change.

Purchase Order requirements:

Purchase Order issued to L3Harris Technologies - PSCP - 221 Jefferson Ridge Parkway - Lynchburg, VA 24501
The Purchase Order should include the following references:

- Must include Quote Name and Date. If applicable, include MBP#.
 - All orders must contain valid model number, quantity, and price for each item.
 - Frequencies must be supplied with order if applicable.
 - Requested Delivery Date; If related to Grant Funding, important to provide Grant name, Agency, deadline and product receipt deadline, when applicable.
 - Shipping will default to Best Way ground, unless otherwise specific. Special shipping/delivery instructions (ex. Delivery lift gate required?) must be noted if applicable. Non Standard packing will be billed to the customer.
 - Bill to and Ship to addresses along with contact information must be included. Provide customer account number if readily available.
- L3Harris DUNS#: 101474992; Cage Code: 1PNR4; Tax ID 34-0276860.

Quote Name: City of Stephenville FD_XL400P LTE_051121

Date: 5/11/2021 **Valid for 30 days**
 Sales POC: Harry Maddox
 Sr. Specialist, Sales
 214-356-2513
Harry.Maddox@L3Harris.com

Mr. Jimmy Chew
 Fire Chief
 Stephenville Fire Department
 254-918-1243
jchew@stephenvilletx.gov

| L3Harris' Internal Use Only | |
|-----------------------------|---------------|
| Quote by: | S. Spence |
| CRM # | |
| CCC Case # | INC-000251470 |

| Item | Part Number | Description | Qty | List Price | Discount | Sale Price | Extended Sale Price |
|-------------------|-------------|--|-----|-------------|----------|-------------|----------------------|
| XL400P LTE | | | | | | | |
| 10 | XF-PFM1M-NA | PORTABLE,XL-400P,XTRMKP,BLK,NA | 34 | \$ 8,250.00 | 45% | \$ 4,537.50 | \$ 154,275.00 |
| 20 | XF-FW2X | OPERATION,LOAD NIFOG PERSONALITY | 34 | \$ 0.01 | 100% | \$ - | \$ - |
| 30 | XF-PL4F | FEATURE,P25 PHASE 2 TDMA | 34 | \$ 250.00 | 45% | \$ 137.50 | \$ 4,675.00 |
| 40 | XF-PL8Y | FEATURE, ENCRYPTION LITE | 34 | \$ 0.01 | 100% | \$ - | \$ - |
| 50 | XF-PKG8F | FEATURE,256-AES,64-DES ENCRYPTION | 34 | \$ 695.00 | 45% | \$ 382.25 | \$ 12,996.50 |
| 60 | XF-PKGPT | FEATURE PACKAGE,P25 TRUNKING | 34 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 28,050.00 |
| 70 | XF-PKGF3 | FEATURE PACKAGE,DUAL BAND VHF+7/800 | 34 | \$ 1,000.00 | 45% | \$ 550.00 | \$ 18,700.00 |
| 80 | XF-PA4N | BATTERY, LI-ION, XTRM | 34 | \$ 225.00 | 45% | \$ 123.75 | \$ 4,207.50 |
| 90 | XF-AN9F | ANTENNA,FLEX,HELICAL,XTRM,136-870 MHZ | 34 | \$ 125.00 | 45% | \$ 68.75 | \$ 2,337.50 |
| 100 | XF-AE2V | SPEAKER MIC, REVO NC2, C1D2 | 34 | \$ 190.00 | 45% | \$ 104.50 | \$ 3,553.00 |
| 110 | XF-HC3L | BELT CLIP,METAL | 34 | \$ 30.00 | 45% | \$ 16.50 | \$ 561.00 |
| 120 | XF-CH6A | CHARGER,1-BAY, XTRM | 34 | \$ 180.00 | 45% | \$ 99.00 | \$ 3,366.00 |
| 130 | BM-PKGCL-XL | APP, BEON XL RADIO FAMILY | 34 | \$ 335.00 | 45% | \$ 184.25 | \$ 6,264.50 |
| | | | | | | | \$ 238,986.00 |
| 140 | XF-Y3EWP | SERVICE ASSIST, EXT WARRANTY 3YR, XL400P | 34 | \$ 200.00 | 0% | \$ 200.00 | \$ 6,800.00 |
| 150 | XF-PA4N | BATTERY, LI-ION, XTRM | 34 | \$ 225.00 | 45% | \$ 123.75 | \$ 4,207.50 |
| | | | | | | | \$ 11,007.50 |

Lead time is subject to material availability at time of order

Total Sale Price \$ 249,993.50

Terms and Conditions:

1. *The Terms and Conditions are governed by the agreement between L3Harris Technologies and Henderson County TX. Please reference MBP# 19925 and contract number 1711, if applicable.*
2. *Storing battery packs is not recommended because the chemicals in the battery degrade over time and this affects the functionality of the battery. Improper storage of batteries may void warranty.*
3. *Pricing does not include installation, programming, taxes or shipping (if applicable), unless otherwise noted. These items may be waived based on the terms and conditions which are applicable to this quote (Item 1) and could be subject to change.*

Purchase Order requirements:

Purchase Order issued to L3Harris Technologies - PSPC - 221 Jefferson Ridge Parkway - Lynchburg, VA 24501
 The Purchase Order should include the following references:

- Must include Quote Name and Date. If applicable, include MBP#.
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- Frequencies must be supplied with order if applicable.
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- Bill to and Ship to addresses along with contact information must be included. Provide customer account number if readily available.
- L3Harris DUNS#: 101474992; Cage Code: 1PNR4; Tax ID 34-0276860.

Quote Name: City of Stephenville PD_XL200M LTE_051821

Date: 5/18/2021 Valid for 30 days

Sales POC: Harry Maddox
Sr. Specialist, Sales
214-356-2513
Harry.Maddox@L3Harris.com

Mr. Dan Harris
Chief of Police
City of Stephenville Police Department
356 N. Belknap
Stephenville, TX 76401
254-918-1294
dharris@stephenvilletx.gov

| L3Harris' Internal Use Only | |
|-----------------------------|---------------|
| Quote by: | S. Spence |
| CRM # | |
| CCC Case # | INC-000251470 |

| Item | Part Number | Description | Qty | List Price | Discount | Sale Price | Extended Sale Price |
|-------------------------|-------------|--|-----|-------------|----------|-------------|----------------------|
| XL200M LTE | | | | | | | |
| 10 | XZ-MPM1M-NA | MOBILE, XL-200M, MULTIBAND, LTE, NA | 25 | \$ 5,295.00 | 45% | \$ 2,912.25 | \$ 72,806.25 |
| 20 | XZ-PL4J | FEATURE, VHF BAND | 25 | \$ 500.00 | 45% | \$ 275.00 | \$ 6,875.00 |
| 30 | XZ-PL4L | FEATURE, 700/800 MHZ BAND | 25 | \$ 500.00 | 45% | \$ 275.00 | \$ 6,875.00 |
| 40 | XZ-PL8Y | FEATURE, ENCRYPTION LITE | 25 | \$ 0.01 | 100% | \$ - | \$ - |
| 50 | XZ-PL4F | FEATURE, PHASE 2 TDMA | 25 | \$ 250.00 | 45% | \$ 137.50 | \$ 3,437.50 |
| 60 | XZ-PL8N | FEATURE, IN-BAND GPS | 25 | \$ 250.00 | 45% | \$ 137.50 | \$ 3,437.50 |
| 70 | XZ-PKG8F | FEATURE, 256-AES, 64-DES ENCRYPTION | 25 | \$ 695.00 | 45% | \$ 382.25 | \$ 9,556.25 |
| 80 | XZ-PKGPT | FEATURE PACKAGE, P25 TRUNKING | 25 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 20,625.00 |
| 90 | XZ-MA4A | KIT, MOUNTING XL-MOBILE UNIVERSAL | 25 | \$ 600.00 | 45% | \$ 330.00 | \$ 8,250.00 |
| 100 | XZ-MC6A | MICROPHONE, XL, STANDARD MOBILE | 25 | \$ 105.00 | 45% | \$ 57.75 | \$ 1,443.75 |
| 110 | XZ-CP6A | CONTROL UNIT, XL-CH | 25 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 20,625.00 |
| 120 | XZ-AN7G | ANTENNA, FLEX,HEAVY-DUTY | 25 | \$ 250.00 | 45% | \$ 137.50 | \$ 3,437.50 |
| 130 | XZ-AN6U | ANTENNA, BASE, STD ROOF MOUNT LOW LOSS | 25 | \$ 80.00 | 45% | \$ 44.00 | \$ 1,100.00 |
| 140 | BM-PKGCL-XL | APP, BEON XL RADIO FAMILY | 25 | \$ 335.00 | 45% | \$ 184.25 | \$ 4,606.25 |
| XL-200M Total | | | | | | | \$ 163,075.00 |
| Options | | | | | | | |
| 150 | XZ-Y3EWP | SERVICE ASSIST,EXT WARRANTY 3 YR, XL200M | 25 | \$ 200.00 | 0% | \$ 200.00 | \$ 5,000.00 |
| 160 | XZ-LS6A | SPEAKER, EXTERNAL, MOBILE | 25 | \$ 60.00 | 45% | \$ 33.00 | \$ 825.00 |
| 170 | XZ-CA6F | CABLE, XL-MOBILE, SPEAKER ACCY | 25 | \$ 222.00 | 45% | \$ 122.10 | \$ 3,052.50 |
| Options Total | | | | | | | \$ 8,877.50 |
| Total Sale Price | | | | | | | \$ 171,952.50 |

Lead time is subject to material availability at time of order

Terms and Conditions:

1. *The Terms and Conditions are governed by the agreement between L3Harris Technologies and Henderson County TX. Please reference MBP# 19925 and contract number 1711, if applicable.*
2. *Storing battery packs is not recommended because the chemicals in the battery degrade over time and this affects the functionality of the battery. Improper storage of batteries may void warranty.*
3. *Pricing does not include installation, programming, taxes or shipping (if applicable), unless otherwise noted. These items may be waived based on the terms and conditions which are applicable to this quote (Item 1) and could be subject to change.*

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The Purchase Order should include the following references:

- Must include Quote Name and Date. If applicable, include MBP#.
 - All orders must contain valid model number, quantity, and price for each item.
 - Frequencies must be supplied with order if applicable.
 - Requested Delivery Date; If related to **Grant Funding**, important to provide Grant name, Agency, deadline and product receipt deadline, when applicable.
 - Shipping will default to Best Way ground, unless otherwise specific. Special shipping/delivery instructions (ex. Delivery lift gate required?) must be noted if applicable. Non Standard packing will be billed to the customer.
 - Bill to and Ship to addresses along with contact information must be included. Provide customer account number if readily available.
- L3Harris DUNS#: 101474992; Cage Code: 1PNR4; Tax ID 34-0276860.

Quote Name: City of Stephenville PD_XL200P LTE_051821

Date: 5/18/2021 **Valid for 30 days**
Sales POC: Harry Maddox
Sr. Specialist, Sales
214-356-2513
Harry.Maddox@L3Harris.com

Mr. Dan Harris
Chief of Police
City of Stephenville Police Department
356 N. Belknap
Stephenville, TX 76401
254-918-1294
dharris@stephenvilletx.gov

| L3Harris' Internal Use Only | |
|-----------------------------|---------------|
| Quote by: | S. Spence |
| CRM # | |
| CCC Case # | INC-000251470 |

| Item | Part Number | Description | Qty | List Price | Discount | Sale Price | Extended Sale Price |
|---|-------------|--|-----|-------------|----------|-------------------------|----------------------|
| XL200P LTE | | | | | | | |
| 10 | XL-PFM1M-NA | PORTABLE,XL-200P,FKP,BLK,US,NA | 50 | \$ 4,030.00 | 45% | \$ 2,216.50 | \$ 110,825.00 |
| 20 | XL-FW2X | OPERATION,LOAD NIFOG PERSONALITY | 50 | \$ 0.01 | 100% | \$ - | \$ - |
| 30 | XL-PL4F | FEATURE,P25 PHASE 2 TDMA | 50 | \$ 250.00 | 45% | \$ 137.50 | \$ 6,875.00 |
| 40 | XL-PL8Y | FEATURE, ENCRYPTION LITE | 50 | \$ 0.01 | 100% | \$ - | \$ - |
| 50 | XL-PKG8F | FEATURE,256-AES,64-DES ENCRYPTION | 50 | \$ 695.00 | 45% | \$ 382.25 | \$ 19,112.50 |
| 60 | XL-PL8N | FEATURE, IN-BAND GPS | 50 | \$ 250.00 | 45% | \$ 137.50 | \$ 6,875.00 |
| 70 | XL-PKGPT | FEATURE PACKAGE,P25 TRUNKING | 50 | \$ 1,500.00 | 45% | \$ 825.00 | \$ 41,250.00 |
| 80 | XL-PKGF3 | FEATURE PACKAGE,DUAL BAND VHF +7/800 | 50 | \$ 1,000.00 | 45% | \$ 550.00 | \$ 27,500.00 |
| 90 | XL-PA3V | BATTERY,LI-ION,3100 MAH | 50 | \$ 150.00 | 100% | \$ - | \$ - |
| 100 | XL-NC5Z | ANTENNA,FLEX,HELICAL,136-870 MHZ | 50 | \$ 110.00 | 45% | \$ 60.50 | \$ 3,025.00 |
| 110 | XL-AE2V | SPEAKER MIC, REVO NC2, C1D2 | 50 | \$ 190.00 | 45% | \$ 104.50 | \$ 5,225.00 |
| 120 | XL-HC4Y | CASE,LEATHER,BLK HDW,BELT LOOP,D-SWIVEL | 50 | \$ 120.00 | 45% | \$ 66.00 | \$ 3,300.00 |
| 130 | XL-CH4X | CHARGER,1-BAY | 50 | \$ 170.00 | 100% | \$ - | \$ - |
| 140 | BM-PKGCL-XL | APP, BEON XL RADIO FAMILY | 50 | \$ 335.00 | 45% | \$ 184.25 | \$ 9,212.50 |
| XL-200P Total | | | | | | | \$ 233,200.00 |
| Options | | | | | | | |
| 150 | XL-Y3EWP | SERVICE ASSIST, EXT WARRANTY 3YR, XL200P | 50 | \$ 200.00 | 0% | \$ 200.00 | \$ 10,000.00 |
| 160 | XL-PA3V | BATTERY,LI-ION,3100 MAH | 50 | \$ 150.00 | 100% | \$ - | \$ - |
| Options Total | | | | | | | \$ 10,000.00 |
| Lead time is subject to material availability at time of order | | | | | | Total Sale Price | \$ 243,200.00 |

Terms and Conditions:

- The Terms and Conditions are governed by the agreement between L3Harris Technologies and Henderson County TX. Please reference MBP# 19925 and MBP# 251126 (XL Charge promotion) and contract number 1711, if applicable.
- Storing battery packs is not recommended because the chemicals in the battery degrade over time and this affects the functionality of the battery. Improper storage of batteries may void warranty.
- Pricing does not include installation, programming, taxes or shipping (if applicable), unless otherwise noted. These items may be waived based on the terms and conditions which are applicable to this quote (Item 1) and could be subject to change.

Purchase Order requirements:

Purchase Order issued to L3Harris Technologies - PSPC - 221 Jefferson Ridge Parkway - Lynchburg, VA 24501

The Purchase Order should include the following references:

- Must include Quote Name and Date. If applicable, include MBP#.
 - All orders must contain valid model number, quantity, and price for each item.
 - Frequencies must be supplied with order if applicable.
 - Requested Delivery Date; If related to **Grant Funding**, important to provide Grant name, Agency, deadline and product receipt deadline, when applicable.
 - Shipping will default to Best Way ground, unless otherwise specific. Special shipping/delivery instructions (ex. Delivery lift gate required?) must be noted if applicable. Non Standard packing will be billed to the customer.
 - Bill to and Ship to addresses along with contact information must be included. Provide customer account number if readily available.
- L3Harris DUNS#: 101474992; Cage Code: 1PNR4; Tax ID 34-0276860.

XL EXTREME™ 400P

Rugged and ready for anything

You don't flinch in the face of danger. Neither should your radio. L3Harris' XL Extreme 400P is tailor-made to keep everyone connected even in the most extreme conditions.

This radio's rock-solid construction is engineered to withstand anything the environment can throw at it. With hardware designed to withstand extreme temperatures and environmental conditions, the 400P features heat-resistant thermal materials, reinforced seal design, and unique thermal-rated displays and speakers. All new heavy-duty, glove-friendly keypad, knobs, and large emergency button with L3Harris' unique visual zone indication, ambient temperature and optional in-building location capabilities keep your team in sync when the heat is on.

Just like the rest of our XL radios, the XL Extreme 400P is:

- > **RELENTLESSLY RELIABLE:** XL radios run on systems that double-down on redundancy, champion open networks and connect seamlessly with P25-compliant organizations
- > **POINT-TO-POINT SECURE:** Our AES secure configurations are ironclad, keeping your systems safe from threats
- > **BACKED WITH ALL IN, 24/7 SUPPORT:** Our service packages get your radios up and running and keep them running with preventative maintenance and automatic software upgrades



PRELIMINARY

This device has not been authorized as required by the rules of the Federal Communications Commission. This device is not, and may not be, offered for sale or lease, or sold or leased, until authorization is obtained.



STAY CONNECTED IN THE MOST EXTREME CONDITIONS

KEY BENEFITS

- > Hardware designed to withstand extreme temperatures and environments
- > Intuitive, comfortable and easy to use
- > Large glove-friendly keypad, buttons and knobs
- > LTE operation over AT&T® or Verizon® networks
- > Ambient temperature sensor
- > Loud and clear audio with industry-leading noise cancellation
- > Visual zone indication provides quick visual confirmation that all users are on the same group or channel
- > Advanced connectivity with secure voice and data encryption
- > Includes Wi-Fi® and Bluetooth® integration

| GENERAL | | |
|--|---|--|
| Radio Models: Extreme Keypad | TFT LCD w/full heat-resistant DTMF keypad, integrated navigation cluster, and soft keys | |
| Dimensions w/Battery (H x W x D) | 6.6 x 2.5 x 2.5 in (168.0 x 64.0 x 43.7 mm) | |
| Weight | 14.7 oz (418 g) | |
| Housing Colors | Green and Black | |
| Interfaces: | | |
| Front Display | 320 x 178 pixels, 1.8 in transfective LCD, 16-bit color with backlight | |
| Top Display | 128 x 32 pixels, 1.1 in multicolor backlight, sunlight readable | |
| Keypad | Backlight, 3 soft keys, 5-way navigation key | |
| Buttons | Large PTT button, on/off knob, volume knob, red emergency button, 16-position top-mounted rotary knob, | |
| Tx/Rx Indicator | 2-position concentric switch, 4-position toggle switch, 2 programmable side buttons, programmable top button, multicolored LEDs | |
| Channel/Talkgroup Capacity | 1,250 total conventional channels and 13,824 total talkgroups | |
| Radio programming | Firmware, personalities and feature set over Wi-Fi | |
| Transceiver | Supported Bands VHF, UHF and 700/800 MHz and LTE (optional) | Channel Capacity 12,500 (1,250 per mission plan) |
| Environmental: | | |
| Relative Humidity | 5% @ 140°F (+60°C), 95% @ 122°F (+50°C) | |
| Vibration | USDA LMR Standard, Section 2.15 and MIL-STD-810G, Test Method 514.6 | |
| Drop Shock | 3.0 m drop to concrete (exceeds TIA-603-D) | |
| Immersion | 2 m for 4 hours in accordance with MIL-STD-810G/IP68, NFPA 1802 8.4 | |
| Heat Rating | NIST Class I, II, III, IV compliant 302°F (150°C), 15 minutes 500°F (260°C), 5 minutes 1202°F (650°C), <1 minute | |
| Operating Temperature¹ | -22° to +140°F (-30° to +60°C) | |
| Storage Temperature² | -40° to +176°F (-40° to +80°C) | |
| Altitude | Operational 15,000 ft (4,572 m) | In Transit 40,000 ft (12,192 m) |
| Electrical Input Voltage | 7.5 VDC (nominal) | |
| GPS/GNSS Specifications: | | |
| Channels | P25 standard Tier 2 and L3Harris in-band | |
| Tracking Sensitivity (dBm) | 52 | |
| Acquisition Sensitivity (dBm) | -166 (GPS), -163 (GLONASS) | |
| Cold Start w/-130 dBm input | -146 (GPS) | |
| Hot Start w/-130 dBm input | | |
| Safety: | | |
| Hazardous Location Options | Approved for use in the U.S. and Canada in Class I, Division 2 Groups A, B, C and D hazardous locations | |
| RoHS Compliant | | |

¹ Extremely low temperatures adversely affect battery life
² Store batteries at +25°C ± 5°C

| LMR TRANSMITTER | | | |
|--|-------------------|-------------------|------------------------------------|
| Frequency Bands | VHF* | UHF* | 700/800 MHz |
| Frequency Ranges (MHz) | 136-174 | 378-522 | 763-776, 793-806, 806-825, 851-870 |
| Rated RF Power/Talkaround (W) | 0.5-6 | 0.5-5 | 0.5-3 |
| Frequency Stability (-30 to +60°C) | ±1.0 ppm | ±1.0 ppm | ±1.0 ppm |
| Modulation Limiting (kHz) | 2.5, 4, 5 (FM) | 2.5, 4, 5 (FM) | 2.5, 4, 5 (FM) |
| Audio Response (dB) | +1/-3 | +1/-3 | +1/-3 |
| Spurious and Harmonics (dBc) | -80 (FCC Part 90) | -80 (FCC Part 90) | -80 (FCC Part 90) |
| FM Hum and Noise Companion Receiver (dB): | | | |
| @ 25 kHz | 70 | 60 | 55 |
| @ 12.5 kHz | 47 | 47 | 45 |
| Audio Distortion (%) | <1.25 | <1.25 | <1.25 |
| Project 25 Modulation Fidelity (%) | 1.0 | 1.0 | 1.0 |
| Project 25 Adjacent Channel Power (dBc) | >71 | >71 | >71 |

*Full-spectrum multiband VHF and UHF product is compliant with applicable FCC narrowbanding mandate below 512 MHz

| REGULATORY DATA | | | | | | | |
|--------------------|-----------|---------------------|-------------------------|----------------------|-----------------------------------|----------------------------------|----------------|
| Frequency Range | RF Output | Frequency Stability | FCC Type Acceptance No. | Applicable FCC Rules | Industry Canada Certification No. | Applicable Industry Canada Rules | NTIA Cert. No. |
| 136-174 MHz | 6 W | +/- 1.0 PPM | OWDTR-0164-E | 22, 74, 80, 90 | 3636B-0164 | RSS-119 | SPS-217 49/1 |
| 378-522 MHz | 5 W | +/- 1.0 PPM | OWDTR-0164-E | 22, 74, 80, 91 | 3636B-0165 | RSS-119 | SPS-217 49/1 |
| 768-776 MHz | 3 W | +/- 1.0 PPM | OWDTR-0164-E | 90 | 3636B-0166 | RSS-119 | NA |
| 798-806 MHz | 3 W | +/- 1.0 PPM | OWDTR-0164-E | 90 | 3636B-0167 | RSS-119 | NA |
| 806-816 MHz | 3 W | +/- 1.0 PPM | OWDTR-0164-E | 90 | 3636B-0144 | RSS-119 | NA |

SPECIFICATIONS FOR: XL EXTREME 400 PORTABLE FULL-SPECTRUM MULTIBAND RADIO

PRELIMINARY

REGULATORY DATA (Continued)

| | | | | | | | |
|-------------|-------|-------------|--------------|----|------------|---------|----|
| 851-861 MHz | 3 W | ±1.0 ppm | OWDTR-0144-E | 90 | 3636B-0144 | RSS-119 | NA |
| 851-869 MHz | 3 W | +/- 1.0 PPM | OWDTR-0164-E | 90 | 3636B-0169 | RSS-119 | NA |
| 2402-2480 | 0.2 W | NA | OWDTR-0164-E | 15 | 3636B-0171 | RSS-119 | NA |
| 5180-5825 | 0.1 W | NA | OWDTR-0164-E | 15 | 3636B-0172 | RSS-119 | NA |

LMR RECEIVER

| Frequency Bands | VHF | UHF | 700/800 MHz |
|---|--|----------|----------------------------------|
| Frequency Ranges (MHz): | 136-174 | 378-522 | 763-776, 851-870 |
| Channel Spacing (kHz) | 25 (wideband*), 12.5 (narrowband), 6.25 equiv (TDMA P25 Phase 2) | | |
| Frequency Stability (-30 to +60°C) | ±1.0 ppm | ±1.0 ppm | ±1.0 ppm |
| Sensitivity (dBm): @ 12 dB SINAD | -122 | -121 | -121 (700 MHz) -120 (800 MHz) |
| Project 25 Reference Sensitivity (dBm): @ 5% BER | -122 | -121 | -120.5 |
| Analog Selectivity (dB): @ 25 kHz | 77 | 77 | 74 |
| @ 12.5 kHz | 71 | 70 | 64 |
| Project 25 Adjacent Channel Rejection (dB) | 66.2 | 62.2 | 62 |
| Offset Channel Selectivity (dB): @ NPSPAC | NA | NA | 30 |
| Intermodulation (dB) | 80 | 81 | 77 |
| Spurious and Image Rejection (dB) | 90 | 87 | 80 |
| FM Hum and Noise (dB): @ 25 kHz | -60 | -60 | -55 |
| @ 12.5 kHz | -55 | -53 | -50 |
| Audio Output - RATED (W) | 1.5 | 1.5 | 1.5 |
| Audio Distortion @ Rated Power | 1.1 | 1.1 | 1.1 |

*Full-spectrum multiband VHF and UHF product is compliant with applicable FCC narrowbanding mandate below 512 MHz

ENVIRONMENTAL STANDARD

| Applicable MIL-STD | Parameter | Methods | Procedure/Categories |
|------------------------|---|---------|----------------------|
| MIL-STD-810H | Low pressure | 500.5 | 1, 2 |
| | High temperature | 500.5 | 1, 2 |
| | Low temperature | 500.5 | 1, 2 |
| | Temperature shock | 503.5 | 1 |
| | Solar radiation | 505.5 | 1 |
| | Contamination by fluids | 504.1 | 2 |
| | Rain | 506.5 | 1, 3 |
| | Humidity | 507.5 | 2 |
| | Salt fog | 509.5 | 1 |
| | Blowing dust and sand | 510.5 | 1, 2 |
| | Explosive atmosphere | 511.5 | 1 |
| | Immersion in water* | 512.5 | 1 |
| | Vibration (minimum integrity) | 514.6 | 1, Category 24 |
| | Vibration (basic transportation) | 514.6 | 1, Category 4 |
| | Shock (functional/basic) | 516.6 | 1 |
| Shock (transit drop) | 516.6 | 4 | |
| Shock (bench handling) | | | |
| IEC 60529 | Dust-tight, continuous immersion in water | | IP68 |

*With 123°C temperature differential.

BROADBAND

| | |
|--|---|
| LTE Protocol | 3GPP Release 11, Category 12, Power Class 3 UE with support for QoS QCI |
| North American LTE Option | FCC ID: N7NEM75S 4G LTE Bands: B2, B4, B5, B12, B13, B14, B17, B29*, B30*, B66 3G Bands: B2, B5 Carrier Certification: AT&T, Verizon (future) |
| International LTE Option (In selected countries) | 4G LTE Bands: B1, B3, B5, B7, B8, B28 3G Bands: B1, B5, B8 |
| Wi-Fi | 802.11 b/g/n 2.4 GHz and 5 GHz; supports 24 preconfigured and 8 user configured networks |
| Bluetooth | Bluetooth 4.0 (128-bit encryption) |

SPECIFICATIONS FOR: XL EXTREME 400 PORTABLE FULL-SPECTRUM MULTIBAND RADIO

| DIGITAL OPERATION | | |
|-----------------------|----------------------------|--|
| Protocol | ProVoice™ | P25 |
| Vocoding Method | AMBE+2™ enhanced full rate | AMBE+2 enhanced full rate and enhanced half rate |
| Signaling Rate (kbps) | 9.6 | 9.6 |
| Modulation | GFSK | Phase 1 Tx: C4FM, Rx: C4FM and WCQPSK |

| ENCRYPTION | |
|---------------------------|---|
| Encryption Algorithms | Voice Encryption: Single-key AES/DES, Multiple-key AES/DES, DES-OFB, Encryption Lite (ARC4), 256-bit AES P25, 64-bit DES Control Channel Encryption: 128-bit AES (LLA) |
| Encryption Keys per Radio | Capable of storing 128 keys (128 AES, 64 DES) |
| Keying | L3Harris Key Loader, Over-the-Air Rekeying (OTAR), Motorola KVL 3000+/4000 |
| Standards | FIPS 140-2, FIPS 197 |

| BATTERIES | | | |
|-----------|------------------------|---------|----------------|
| Type | Dimensions (H x W x D) | Weight | Capacity (mAh) |
| Li-Ion | 100 mm x 64 mm x 31 mm | 215.4 g | 4000 |

PRELIMINARY

This device has not been authorized as required by the rules of the Federal Communications Commission. This device is not, and may not be, offered for sale or lease, or sold or leased, until authorization is obtained.

Content subject to change without notice. Product sales are subject to applicable U.S. export control laws.

XL Extreme 400P Full-spectrum Multiband Radio
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 L3Harris Technologies is an agile global aerospace and defense technology innovator, delivering end-to-end solutions that meet customers' mission-critical needs. The company provides advanced defense and commercial technologies across air, land, sea, space and cyber domains.

1025 W. NASA Boulevard
 Melbourne, FL 32919



STAFF REPORT

SUBJECT: Planning and Zoning Commission Recommendations on Permitted Uses

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

The Planning and Zoning Commission recommends the zoning code be revised as needed to address the proposed modification of permitted uses.

BACKGROUND:

The permitted uses found within the zoning code have resulted in certain challenges for developments in respect to permitted uses within zoning districts.

On May 18, 2021, the City Council assigned the Planning and Zoning Commission the task to begin a review of the permitted uses and bring recommendations back to the City Council for consideration. The Commission convened on May 19, 2021 and have made the following recommendations:

1. Tattoo Parlor/Body Piercing Studios – to allow as a permitted use in B-2 and B-3 districts, removing from Industrial.
2. Tattoo Parlor/Body Piercing Studios – to allow as a permitted use in the DT district.
3. Personal Service Shop (beauty, barber and the like) – recommended to leave as currently listed in B-1, B-2, B-3 and DT zoning districts.
4. Bed and Breakfast and Bed and Breakfast/Boarding House – to combine as one permitted use as Bed and Breakfast/Boarding House in zoning districts B-1, B-3 and DT.
5. Bicycle Sales and Rentals – to allow as a permitted use in zoning districts B-2, B-3 and DT.
6. Bakery and Confectionary Shops – to combine all bakery related permitted use, with exception to wholesale and distribution, into Bakery Retail for zoning districts B-1, B-2, B-3 and DT.
7. Bakery Wholesale/Distribution – to allow as a permitted use for the Industrial zoning district.

The Planning and Zoning Commission expressed interest to continue the assignment until the full review of the permitted use table is completed if so authorized by City Council.

ALTERNATIVES

- 1) Accept the recommendations from the Planning and Zoning Commission and approve.
- 2) Modify the recommendations of the Planning and Zoning Commission and approve with modifications.
- 3) Take no action.

| Permitted Uses by Zoning District | B-1 | B-2 | B-3 | B-4 | Industrial | DT |
|---|-----|-----|-----|-----|------------|----|
| Accessory building to main use; | X | | X | | | |
| Airport, heliport or landing field; | | | | | X | |
| Animal grooming; | X | X | | | X | |
| Antique shop/art gallery—sales in building; | X | X | X | | | |
| Assisted living center; | X | X | | | | |
| Athletic field; | | X | | | X | |
| Auto paint and body shop/repair; | | | | | X | |
| Auto parking lot or building (commercial); | | X | X | | X | |
| Auto parts sales; | | X | | | X | |
| Auto repair/mechanic garage; | | X | | | X | |
| Auto sales; | | X | | | X | |
| Auto storage; | | | | | X | |
| Auto wrecking or salvage yard; | | | | | X | |
| Automobile rental; | | X | | | X | |
| Automobile service station and car care center; | | X | | | X | |
| Bail bond service; | | X | | | X | |
| Bakery and confectionary—products for retail only; | X | | | | | |
| Bakery and confectionery shop; | | | X | | X | X |
| Bakery and confectionery shop—products for retail only; | | | | | X | |
| Bakery and confectionery shop—wholesale and distribution; | | | | | X | |
| Bakery and confectionery; | | X | | | | |
| Bakery and confectionery—retail sales only; | | X | | | | |
| Banks or other financial institutions; | X | X | X | X | X | X |
| Bed and breakfast/boarding house; | X | | X | | | |
| Bed and breakfast; | | | | | | X |
| Bicycle sales and rental; | | | | | | X |
| Boat sales; | | X | | | X | |
| Book and card/gift stores; | | | | | | X |
| Bottling works (wholesale); | | X | | | X | |
| Building material sales; | | X | | | X | |
| Bulk grain/feed storage; | | | | | X | |
| Cabinet and upholstering shop; | | | | | X | |
| Cabinet and upholstery shop; | | X | | | | |
| Car wash; | | X | | | X | |
| Care facility for narcotic, alcoholic or psychiatric patients; | | X | | | | |
| Cemetery/mausoleum; | | X | | | | X |
| Chemical supply; | | | | | X | |
| Church, temple or mosque; | | X | X | | X | |
| Church, temple, mosque (and the like) and related facilities; | X | | | | | |
| Civic or community center; | | | X | | | X |
| Civic/community center; | | X | | | X | |
| Cleaning and pressing—small shop, pickup and delivery; | | X | X | | | |
| Cleaning and pressing—small shop, pick-up and delivery; | X | | | | | |
| Clinic; | X | X | | | | X |
| College or university; | | X | X | | X | |
| Commercial amusement (indoor and outdoor); | | | | | X | |
| Commercial amusement (indoor); | | X | | | | |
| Commercial amusement (outdoor); | | X | | | | |
| Commercial parking garage/lot; | | | | | | X |
| Concrete or asphalt batching plant; | | | | | X | |
| Condominium (four or less units); | | | | | | X |
| Condominium; | | | X | | | |
| Construction equipment rental and sales; | | X | | | X | |
| Construction yard (temporary); | | X | | | X | |
| Contractor shop and storage yard; | | X | | | X | |
| Contractor shop and storage yard; | | X | | | X | |
| Convalescent, nursing or long term care facility; | X | X | | | | |
| Convenience store (with pumps); | | | | | X | |
| Convenience/grocery store (without pumps) convenience store (with pumps); | | X | | | | X |
| Convenience/grocery store (without pumps); | X | | X | | X | X |
| Day care center (12 or more children); | X | | | | | |

| Permitted Uses by Zoning District | B-1 | B-2 | B-3 | B-4 | Industrial | DT |
|--|-----|-----|-----|-----|------------|----|
| Day spa; | | | | | | X |
| Department store; | | X | X | | | |
| Discount warehouse store; | | X | | | | |
| Drapery, needlework or weaving shop; | X | X | X | | | |
| Farmers market; | X | X | X | | | |
| Feed store; | | | | | X | |
| Feed, seed and fertilizer store—no bulk storage; | | X | | | X | |
| Field office (temporary); | | X | | | X | |
| Flea market; | | | | | X | |
| Florist; | X | X | X | | | X |
| Fraternal organization, lodge or civic club; | | X | X | X | | X |
| Frozen foods locker; | | | | | X | |
| Furniture or appliance store; | | X | X | | | |
| Golf course or country club (private); | | | | X | | |
| Golf course or country club, driving range; | | X | | | | |
| Greenhouse or nursery for retail plant sales with outside storage; | | X | | | | |
| Group day care home (7-12 children); | X | | | | | |
| Handcraft shop; | X | X | X | | | |
| Health club, weight and aerobic center; | | X | X | | X | X |
| Heavy machinery sales and storage; | | | | | X | |
| Heavy manufacturing or industrial; | | | | | X | |
| Home improvement center; | | X | | | X | |
| Home occupation; | | | X | | | X |
| Hospital—general acute care (human); | | X | | | | |
| Hotels and motels; | | X | X | X | X | X |
| Household appliance service and repair (no outside storage); | | | X | | | |
| Household appliance service and repair; | | X | | | | |
| Industrial manufacturing/fabrication/assembly (closed); | | | | | X | |
| Industrial manufacturing/fabrication/assembly (outside storage); | | | | | X | |
| Kennel; | | X | | | X | X |
| Kiosk; | | X | X | | X | |
| Laboratory (medical); | | X | X | | X | |
| Landscaping service; | | X | | | X | |
| Laundry and cleaning (self service); | X | X | | | | |
| Laundry plant; | | | | | X | |
| Lawn equipment and small engine sales and services; | | X | | | X | |
| Library; | | | | | | X |
| Light manufacturing or industrial; | | | | | X | |
| Machine shop; | | | | | X | |
| Micro brewery/winery (retail sales)—without drive-in service; | | | | | | X |
| Micro brewery; | | X | X | | X | |
| Mini storage/warehouses; | | X | | | X | |
| Mobile home display and sales; | | | | | X | |
| Mobile homes/manufactured home parks; | | | | | X | |
| Monument retail sales (outside storage); | | X | | | | |
| Mortuary or funeral home; | | X | | | | |
| Moving company; | | X | | | X | |
| Multi-family dwelling (five more units); | | | X | | | |
| Municipal facilities/state facilities/federal facilities; | X | | X | | | X |
| Museums and galleries; | | | | | | X |
| Neighborhood grocery store (no fuel service); | X | X | | | | |
| Newspaper printing; | | | | | X | |
| Office—professional and general administration; | X | X | X | | X | X |
| Overnight delivery and service center; | | | | | X | |
| Park, playground, public community recreation center; | X | X | X | | | |
| Pawn shop; | | X | | | X | |
| Personal service shop (beauty, barber and the like); | X | X | X | | | X |
| Pet shop—small animals within building (no boarding); | | | X | | | |
| Pet shop—small animals within building; | | X | | | | |
| Plumbing shop; | | X | | | X | |
| Portable building sales; | | X | | | X | |
| Printing; | | X | | | X | |
| Private clubs. | | | | X | | |
| Private kindergarten; | X | | | | | |
| Produce stand; | | X | | | X | |
| Propane sales (filling stations); | | | | | X | |

| Permitted Uses by Zoning District | B-1 | B-2 | B-3 | B-4 | Industrial | DT |
|---|-----|-----|-----|-----|------------|----|
| Psychic/Tarot card reader; | | X | | | | |
| Radio, television, microwave or electric generating tower; | | | | | X | |
| Railroad or bus passenger station; | | | X | | X | |
| Recreational vehicle sales; | | X | | | X | |
| Recycling collection center; | | | | | X | |
| Recycling kiosk; | | X | | | X | |
| Registered family home (six + six children); | | | X | | | |
| Research lab (non-hazardous); | | X | | | X | |
| Restaurant (drive-in type); | | X | | | X | |
| Restaurant or cafeteria—without drive-in service; | X | X | X | | X | X |
| Restaurant with alcoholic beverage service | X | X | X | | X | X |
| Retail shops and stores other than listed; | X | X | | | | |
| Retail shops; | | | X | | | X |
| Retirement housing complex. | X | | X | | | |
| Roofing and siding supply; | | X | | | X | |
| Sand/gravel/caliche/stone sales (storage); | | | | | X | |
| Schools—private/parochial; | | | X | | | |
| Schools—public, private and parochial; | | X | | | | |
| Schools—public; | | | X | | | |
| Shopping center; | | X | | | X | |
| Sign manufacturing; | | | | | X | |
| Single family dwelling; | | | X | | | X |
| Stone/clay/glass manufacture; | | | | | X | |
| Storage or repair of furniture and appliance (inside); | | | X | | | |
| Storage or repair of furniture and appliances (display inside of building); | | X | | | | |
| Studio (photographer, musician, artist); | | X | X | | | X |
| Studio for radio and television; | | X | X | | X | |
| Tattoo parlor/body piercing studio; | | | | | X | |
| Taxidermy; | | X | | | X | |
| Theater-indoor; | | X | X | | | X |
| Tire retreading; | | | | | X | |
| Tobacco shop; | | X | | | X | |
| Tool and equipment rental shop; | | X | | | X | |
| Townhouse (four or less units); | | | | | | X |
| Townhouse; | | | X | | | |
| Trade or commercial schools; | | | | | X | |
| Trailer rental and sales; | | X | | | X | |
| Travel agencies; | | | | | | X |
| Truck stop; | | | | | X | |
| Two-four family dwelling. | | | X | | | X |
| Veterinary clinic or hospital; | | X | | | X | |
| Veterinary services. | | X | | | X | |
| Warehouse, wholesale (enclosed and outside storage); | | | | | X | |
| Welding shop; | | | | | X | |
| Wholesale distribution centers; | | | | | X | |
| Wholesale production and distribution of ice (mfg. by machine only); and | | | | | X | |
| Wrecking yard. | | | | | X | |



STAFF REPORT

SUBJECT: Case No.: RP2021-001

Applicant Matthew Hilbig with KFW Engineering, representing EG Tejas, LLC, is requesting a replat of properties located at 2798 W. Washington, being Parcels R22338 and R22351 of the MOTLEY WILLIAM ABSTRACT, Parcel R76366 of CITY ADDITION, BLOCK 157, LOT 12 (PT. OF) and Parcel R22391 of CITY ADDITION, BLOCK 157, LOT 10, of the City of Stephenville, Erath County, Texas. The applicant is requesting approval of a preliminary plat.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

The Planning and Zoning Commission convened on May 19, 2021, and by a unanimous vote of 6/0, recommended the City Council approve the preliminary replat.

BACKGROUND:

The Comprehensive Plan for future land use designates this property to be Commercial, with exception of Parcel R76366, which is designated as Industrial.

The applicant is requesting approval of a preliminary plat for a future development of a center with tenants that comply with the permitted uses listed in the industrial district.

CURRENT ZONING:

I – Industrial

FUTURE LAND USE:

Commercial, One Parcel Industrial

WATER:

The property is currently served by various water mains.

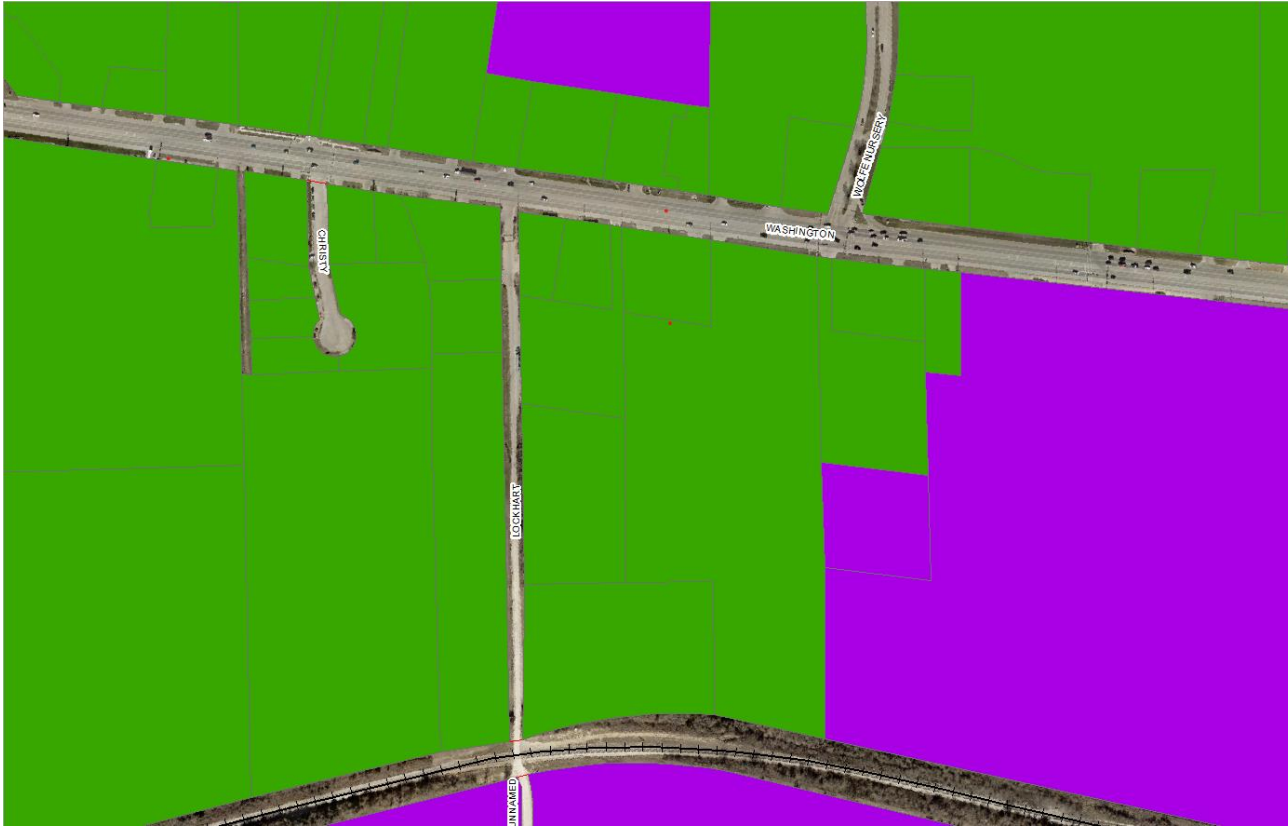
SEWER:

The property is currently served by various sewer mains.

STREET:

The property is served by Hwy 377. Wolfe Nursery road will be extended into the development.

ZONING AND LAND USE:



DESCRIPTION OF ZONING

Sec. 154.06.6. Industrial district (I).

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

6.6.B Permitted Uses.

- (1) Airport, heliport or landing field;
- (2) Animal grooming;
- (3) Athletic field;
- (4) Auto paint and body shop/repair;

- (5) Auto parking lot or building (commercial);
- (6) Auto parts sales;
- (7) Auto repair/mechanic garage;
- (8) Auto sales;
- (9) Auto storage;
- (10) Auto wrecking or salvage yard;
- (11) Automobile rental;
- (12) Automobile service station and car care center;
- (13) Bail bond service;
- (14) Bakery and confectionery shop;
- (15) Bakery and confectionery shop—products for retail only;
- (16) Bakery and confectionery shop—wholesale and distribution;
- (17) Banks or other financial institutions;
- (18) Boat sales;
- (19) Bottling works (wholesale);
- (20) Building material sales;
- (21) Bulk grain/feed storage;
- (22) Cabinet and upholstering shop;
- (23) Car wash;
- (24) Chemical supply;
- (25) Civic/community center;
- (26) College or university;
- (27) Commercial amusement (indoor and outdoor);
- (28) Concrete or asphalt batching plant;
- (29) Convenience store (with pumps);
- (30) Convenience/grocery store (without pumps);
- (31) Construction equipment rental and sales;
- (32) Construction yard (temporary);
- (33) Contractor shop and storage yard;
- (34) Feed, seed and fertilizer store—no bulk storage;
- (35) Feed store;
- (36) Field office (temporary);
- (37) Flea market;
- (38) Frozen foods locker;
- (39) Health club, weight and aerobic center;
- (40) Heavy machinery sales and storage;
- (41) Heavy manufacturing or industrial;
- (42) Home improvement center;
- (43) Hotels and motels;

- (44) Industrial manufacturing/fabrication/assembly (closed);
- (45) Industrial manufacturing/fabrication/assembly (outside storage);
- (46) Kennel;
- (47) Kiosk;
- (48) Laboratory (medical);
- (49) Landscaping service;
- (50) Laundry plant;
- (51) Lawn equipment and small engine sales and services;
- (52) Light manufacturing or industrial;
- (53) Machine shop;
- (54) Micro brewery;
- (55) Mini storage/warehouses;
- (56) Mobile homes/manufactured home parks;
- (57) Mobile home display and sales;
- (58) Moving company;
- (59) Newspaper printing;
- (60) Office—professional and general administration;
- (61) Overnight delivery and service center;
- (62) Pawn shop;
- (63) Plumbing shop;
- (64) Portable building sales;
- (65) Printing;
- (66) Produce stand;
- (67) Propane sales (filling stations);
- (68) Radio, television, microwave or electric generating tower;
- (69) Recreational vehicle sales;
- (70) Railroad or bus passenger station;
- (71) Recycling collection center;
- (72) Recycling kiosk;
- (73) Research lab (non-hazardous);
- (74) Restaurant (drive-in type);
- (75) Restaurant or cafeteria—without drive-in service;
- (76) Roofing and siding supply;
- (77) Sand/gravel/caliche/stone sales (storage);
- (78) Shopping center;
- (79) Sign manufacturing;
- (80) Stone/clay/glass manufacture;
- (81) Storage or repair of furniture and appliance (inside);
- (82) Studio for radio and television;

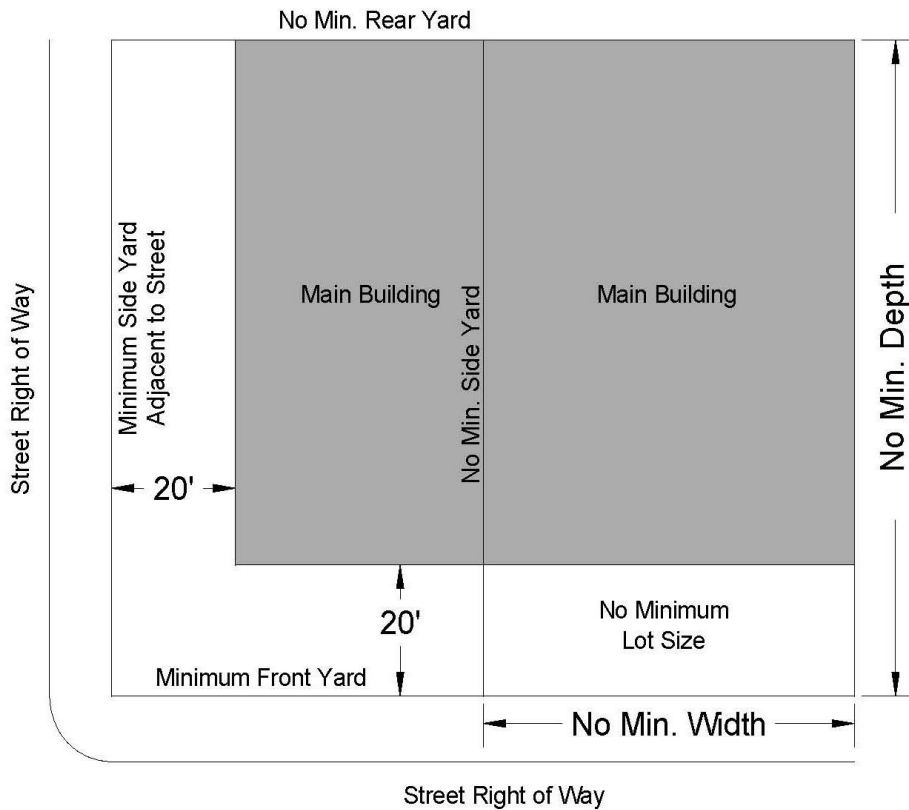
- (83) Tattoo parlor/body piercing studio;
- (84) Taxidermy;
- (85) Tobacco shop;
- (86) Trade or commercial schools;
- (87) Tire retreading;
- (88) Tool equipment rental shop;
- (89) Trailer rental/sales;
- (90) Truck stop;
- (91) Veterinary clinic or hospital;
- (92) Veterinary services;
- (93) Warehouse, wholesale (enclosed and outside storage);
- (94) Welding shop;
- (95) Wholesale distribution centers;
- (96) Wholesale production and distribution of ice (mfg. by machine only); and
- (97) Wrecking yard.
- (98) Restaurant with alcoholic beverage service.

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

- (1) Day care center—12 or more children; and
- (2) Sexually oriented business.
- (3) Citizen collection station.

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

- (1) Maximum density: There is no maximum density requirement.
- (2) Minimum lot area: There is no minimum area requirement.
- (3) Minimum lot width: There is no minimum width requirement.
- (4) Minimum lot depth: There is no minimum depth requirement.
- (5) Minimum depth of front setback: 20 feet minimum.
- (6) Minimum depth of rear setback: There is no minimum rear setback requirement unless the lot abuts upon a Residential District, then a minimum ten feet is required.
- (7) Minimum width of side setback:
 - (a) Internal lot: There is no minimum side setback requirement unless the lot abuts upon a Residential District, then a minimum five feet is required.
 - (b) Corner lot: 20 feet minimum.
- (8) Building size: There are no minimum size regulations
- (9) Maximum height of structures: No building shall exceed 75 feet.
- (10) Public, semi-public or public service buildings, hospitals, institutions or schools may not exceed a height of 60 feet. Churches, temples and mosques may not exceed 75 feet, if the building is set back from each yard line at least one foot for each two feet additional height above the height limit in this district.



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

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

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

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

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

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

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

ALTERNATIVES

- 1) Accept the recommendtion the Planning and Zoning Commission and approve the preliminary plat.
- 2) Over-rule the recommendation of the Planning and Zoning Commission and deny the preliminary plat.



Planning and Building Department
298 W. Washington, Stephenville TX 76401
Phone: (254) 918-1213 www.stephenvilletx.gov

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 [X] Amended Plat [] Minor Plat []
Residential Replat [] Replat [] Conveyance Plat []

PROPERTY INFORMATION:

Project Name: 20 Acre Development on Washington Parcel(s) Tax ID# (Required): R22391, R22351, R76366, R22338
Project Address (Location): 2798 W WASHINGTON Total Acres: 19.34
Previous Project Number (If Applicable):
Existing Zoning: Industrial # of Existing Lots: 4 # of Existing Units:
Proposed Zoning: # of Proposed Lots: 9 # of Proposed Units:
SIGNATURE: [Handwritten Signature]

Owner Information and Authorization

Name: Matthew Hilbig
Company Name: KFW Engineers & Surveying
Address: 3421 Paesanos Parkway, Suite 200, San Antonio, TX 78231
Telephone: 210.979.8444 Email: mhilbig@kfwengineers.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:

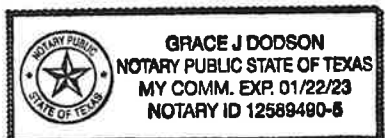
- I will represent the application myself; or
[X] I hereby designate KFW Engineers c/o Matthew Hilbig (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal 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: [Handwritten Signature] Date: 3-24-2021

STATE OF TEXAS COUNTY OF Bexar BEFORE ME, a Notary Public, on this 03-24-21 day personally appeared Preston Atkinson (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 24th day of March, 2021.

[Handwritten Signature]
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. Refer to cover memo
- 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. To be provided upon conceptual approval of WNR extension as shown in supporting documents
- 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.



Planning and Building Department
 298 W. Washington, Stephenville TX 76401
 Phone: (254) 918-1213 www.stephenvilletx.gov

PLAT SHALL CONTAIN:

On Plat **N/A**

- | | | |
|-------------------------------------|--------------------------|--|
| <input checked="" 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 checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> | Name of the subdivider or developer, record owner and surveyor. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Provide a note on the plat stating the purpose of the Plat. |
| <input checked="" 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 checked="" 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 checked="" 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"> ▪ 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); ▪ 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. ▪ Identify the dimensions of the development with a legal description and bearings and distances on the boundary of the plat. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Location of development by city, county and state. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Please provide a location map showing the relation of the subdivision to streets and other prominent features. |
| <input checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> | Show boundaries streets and/or right of way on the plat |
| <input checked="" 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 checked="" 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.



Planning and Building Department
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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 1,000 new average daily trips (ADT) shall require a TIA.
 - o Office zoned Subdivisions that are projected to generate more than 500 new average daily trips (ADT) shall require a TIA.
 - o Nonresidential zoned Subdivisions that are projected to generate more than 2,500 new 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.



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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. 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

Stephenville 2030 Comprehensive Plan
www.stephenvilletx.gov/2030-comprehensive-plan/

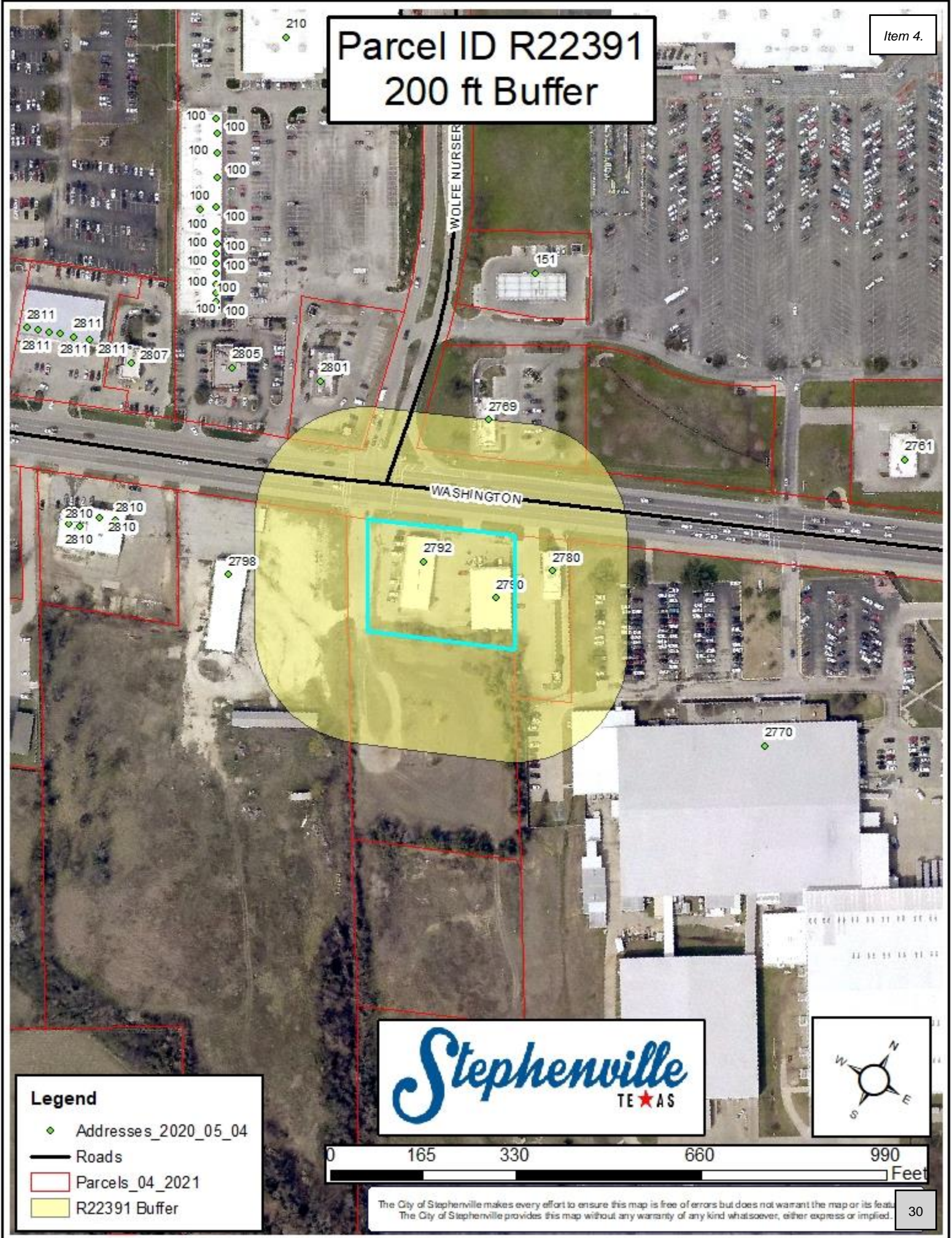
Forms and Documents
http://www.stephenvilletx.gov/residents/forms/

Fees (others may be applicable):

Subdivision Filing Fees:

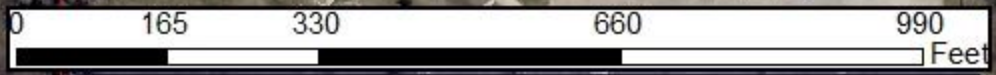
Table with 2 columns: Fee Type and Amount. Rows include Preliminary Plat (per plat) \$200.00 (per lot) \$10.00, Final Plat (per plat) \$200.00 (per lot) \$10.00, and Replat (per plat) \$200.00.

Parcel ID R22391 200 ft Buffer



Legend

- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- R22391 Buffer



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

Parcel ID R22391

Current Zoning - IND - Industrial

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

ZONING

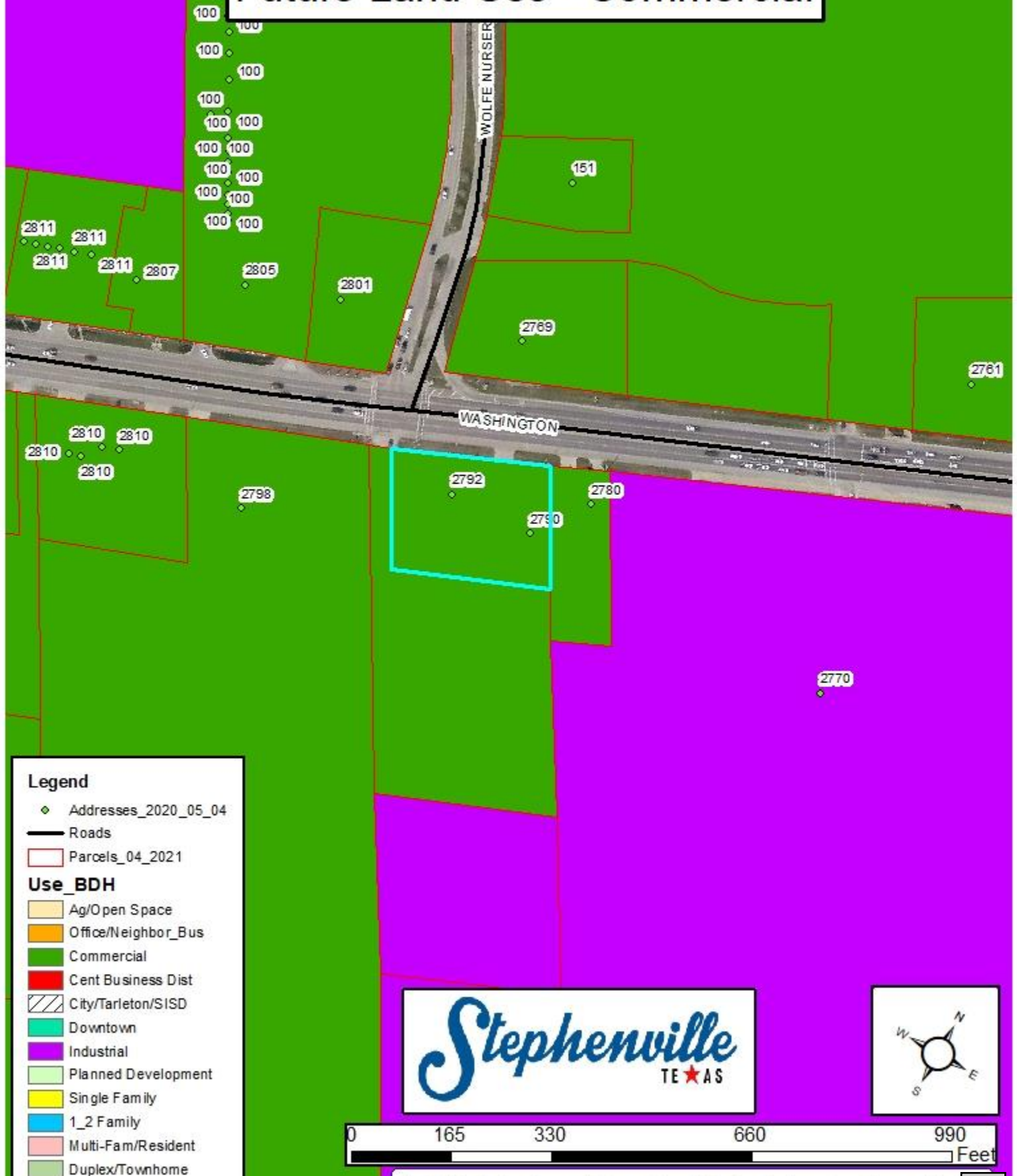
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One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



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Parcel ID R22391 Future Land Use - Commercial

Item 4.



Legend

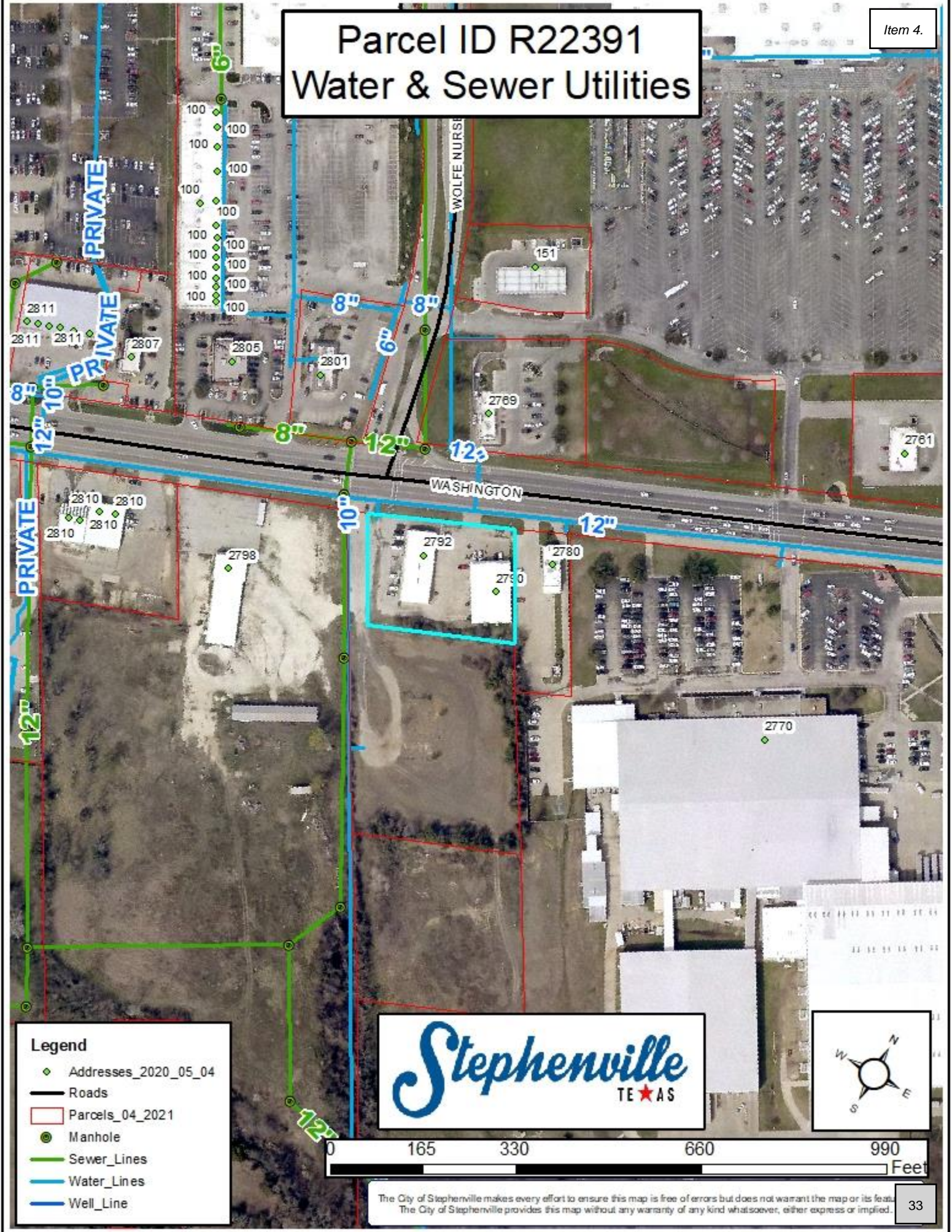
- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021
- Use_BDH**
- ▭ Ag/Open Space
- ▭ Office/Neighbor_Bus
- ▭ Commercial
- ▭ Cent Business Dist
- ▭ City/Tarleton/SISD
- ▭ Downtown
- ▭ Industrial
- ▭ Planned Development
- ▭ Single Family
- ▭ 1_2 Family
- ▭ Multi-Fam/Resident
- ▭ Duplex/Townhome
- ▭ Manufact Homes



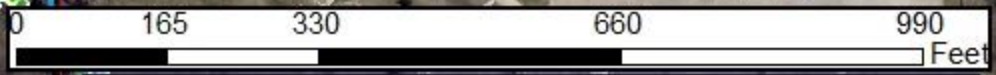
The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel ID R22391 Water & Sewer Utilities

Item 4.



- Legend**
- ◆ Addresses_2020_05_04
 - Roads
 - ▭ Parcels_04_2021
 - Manhole
 - Sewer_Lines
 - Water_Lines
 - Well_Line



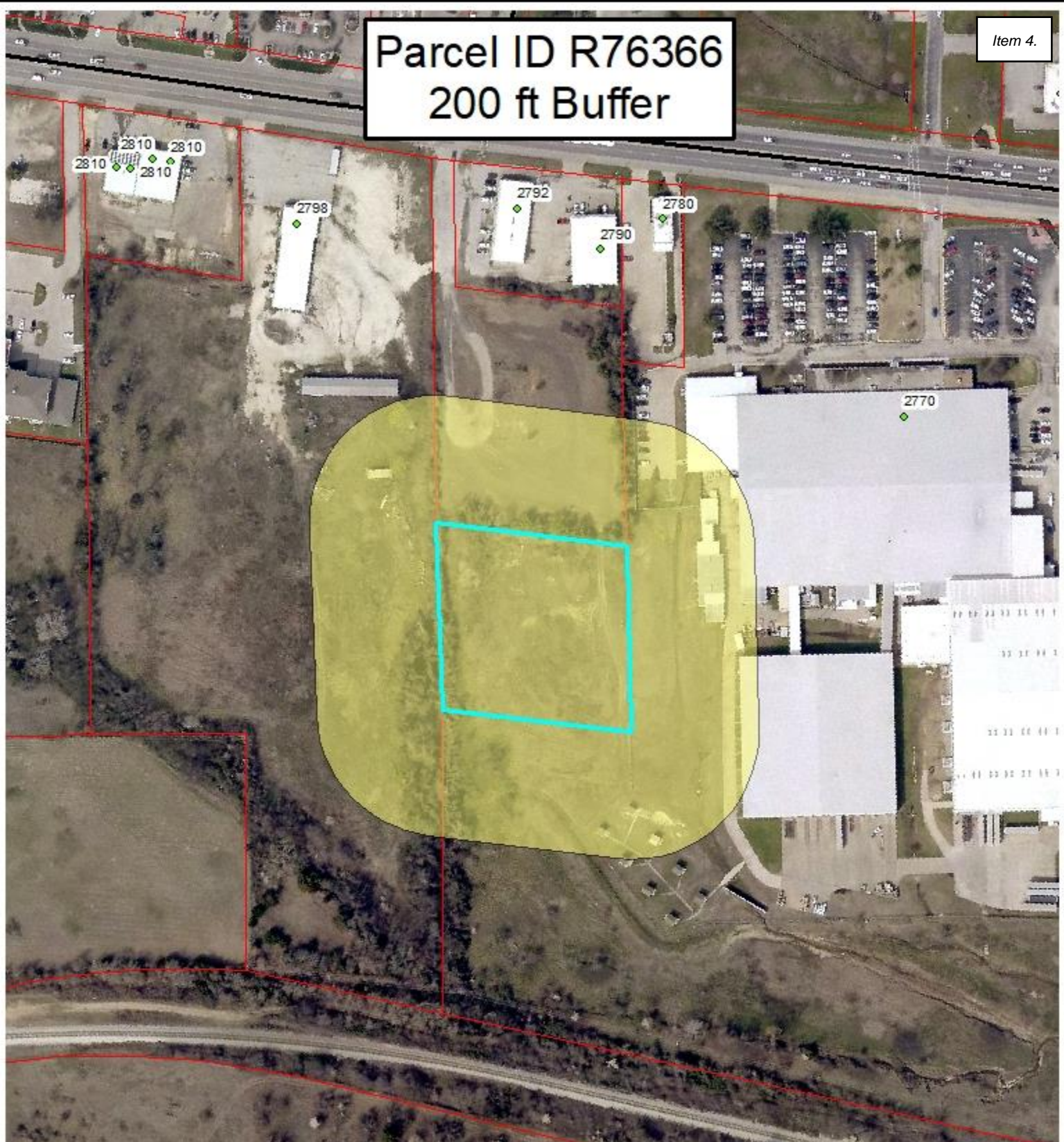
The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel R22391 Addresses

| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|-------------------|--|------------------------------------|--------------|-------|------------|
| R000022391 | 2790 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022351 | 2794 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022338 | 2798 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000067107 | 2801 W WASHINGTON | RIENSTRA BILL & SIDNEY LLC | 106 ANGELA CT | STEPHENVILLE | TX | 76401 |
| R000030554 | 2770 W WASHINGTON | SAINT GOBAIN ABRASIVES INC | 750 SWEDESFORD RD | VALLEY FORGE | PA | 19482 |
| R000060646 | 2769 W WASHINGTON | TACO BELL OF AMERICA LLC | 1 GLEN BELL WAY | IRVINE | CA | 92618 |
| R000022355 | 2780 W WASHINGTON | UFO 143 LLC | 430 N CENTER ST | LONGVIEW | TX | 75601 |
| R000060088 | 2765 W WASHINGTON | WAL-MART REAL EST BUS TRUST STORE #610 | PO BOX 8050-MS0555 | BENTONVILLE | AR | 72712-8050 |

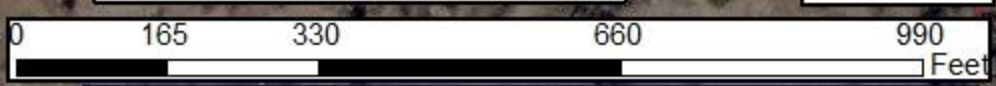
Parcel ID R76366 200 ft Buffer

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021
- ▭ R76366 Buffer

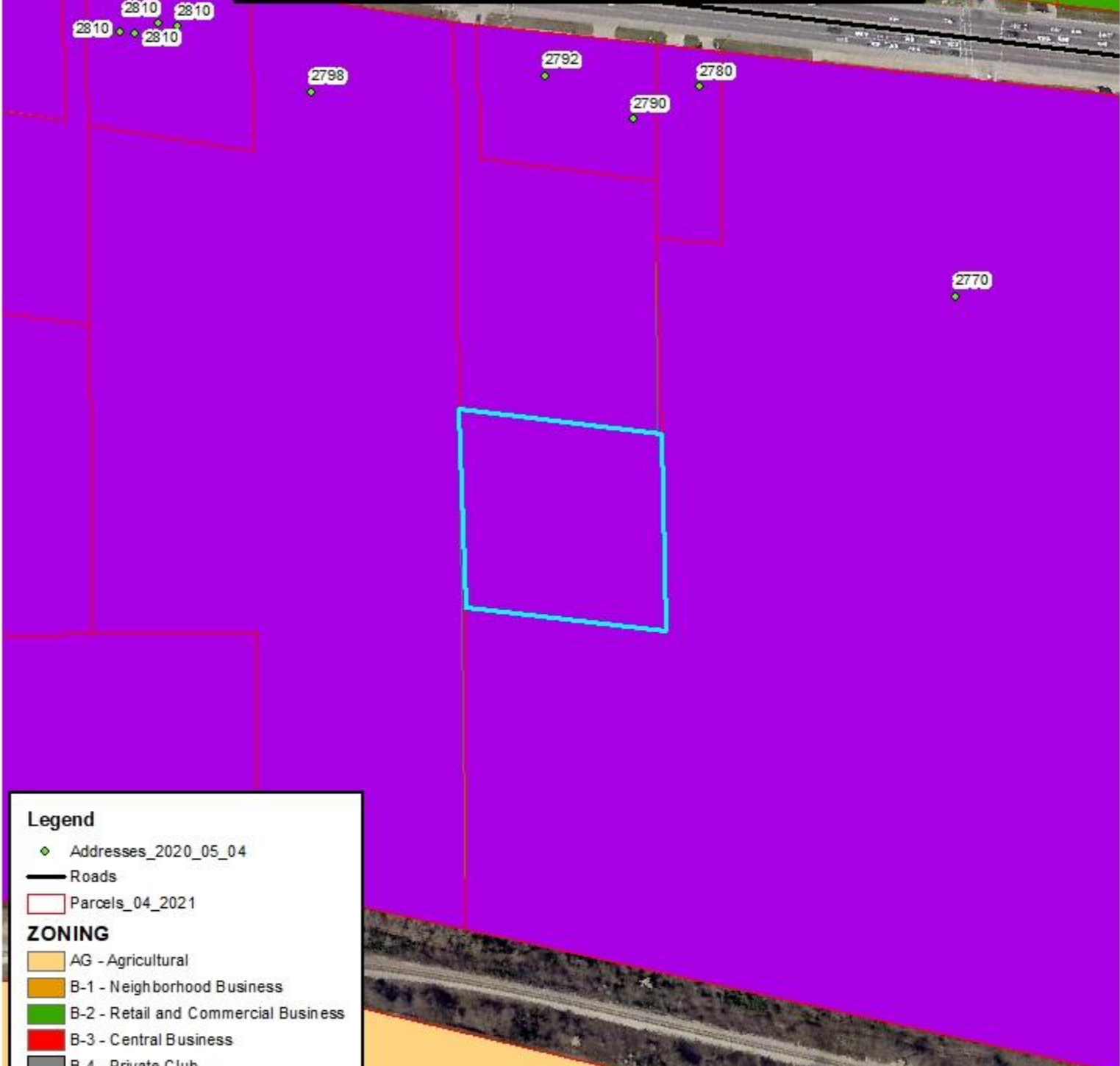


The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel ID R76366

Current Zoning - IND - Industrial

Item 4.

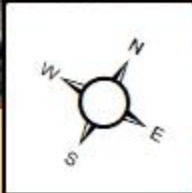


Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

ZONING

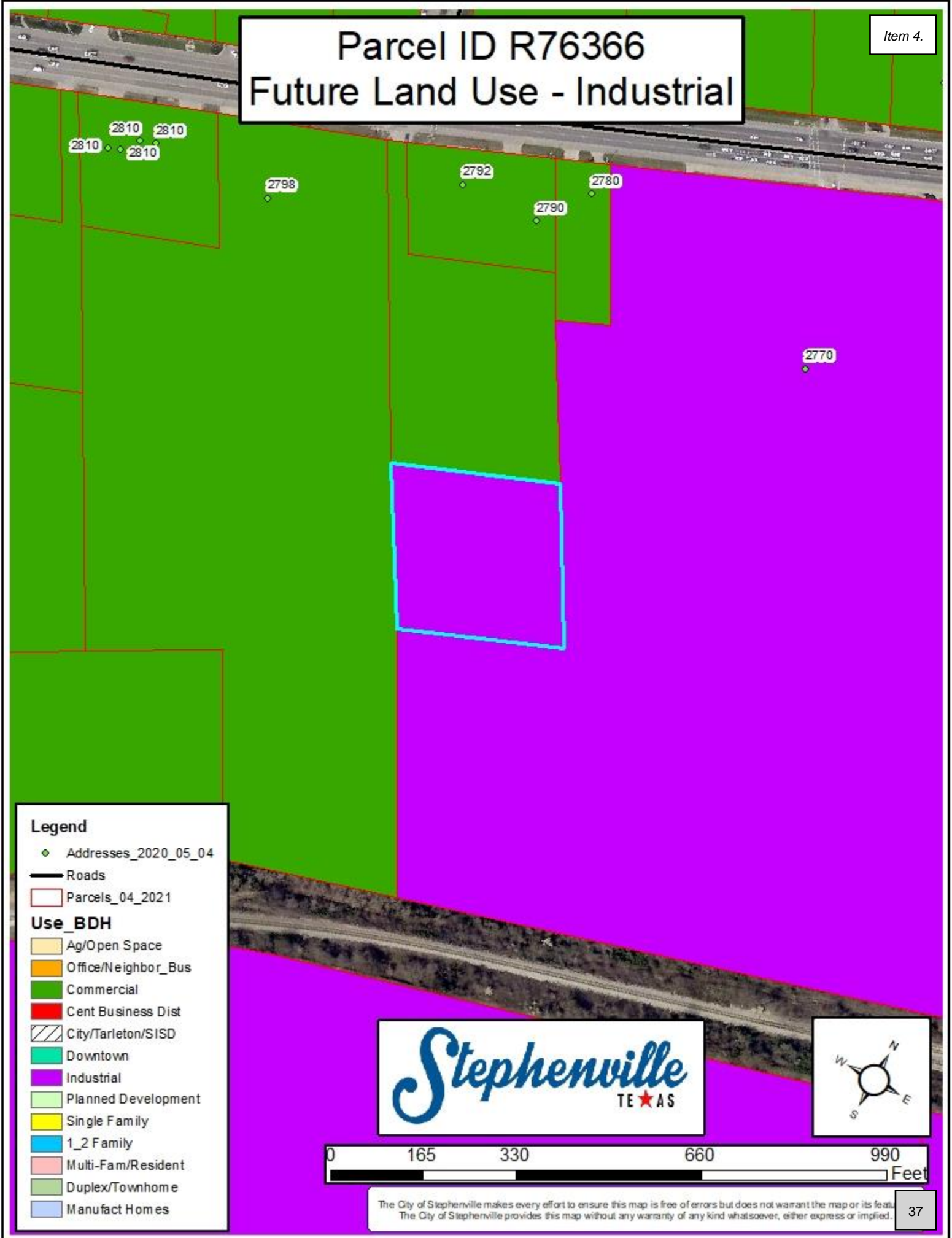
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One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



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Parcel ID R76366 Future Land Use - Industrial

Item 4.



- Legend**
- ◆ Addresses_2020_05_04
 - Roads
 - ▭ Parcels_04_2021
 - Use_BDH**
 - ▭ Ag/Open Space
 - ▭ Office/Neighbor_Bus
 - ▭ Commercial
 - ▭ Cent Business Dist
 - ▭ City/Tarleton/SISD
 - ▭ Downtown
 - ▭ Industrial
 - ▭ Planned Development
 - ▭ Single Family
 - ▭ 1_2 Family
 - ▭ Multi-Fam/Resident
 - ▭ Duplex/Townhome
 - ▭ Manufact Homes



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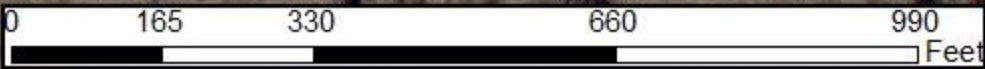
Parcel ID R76366 Water & Sewer Utilities

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line

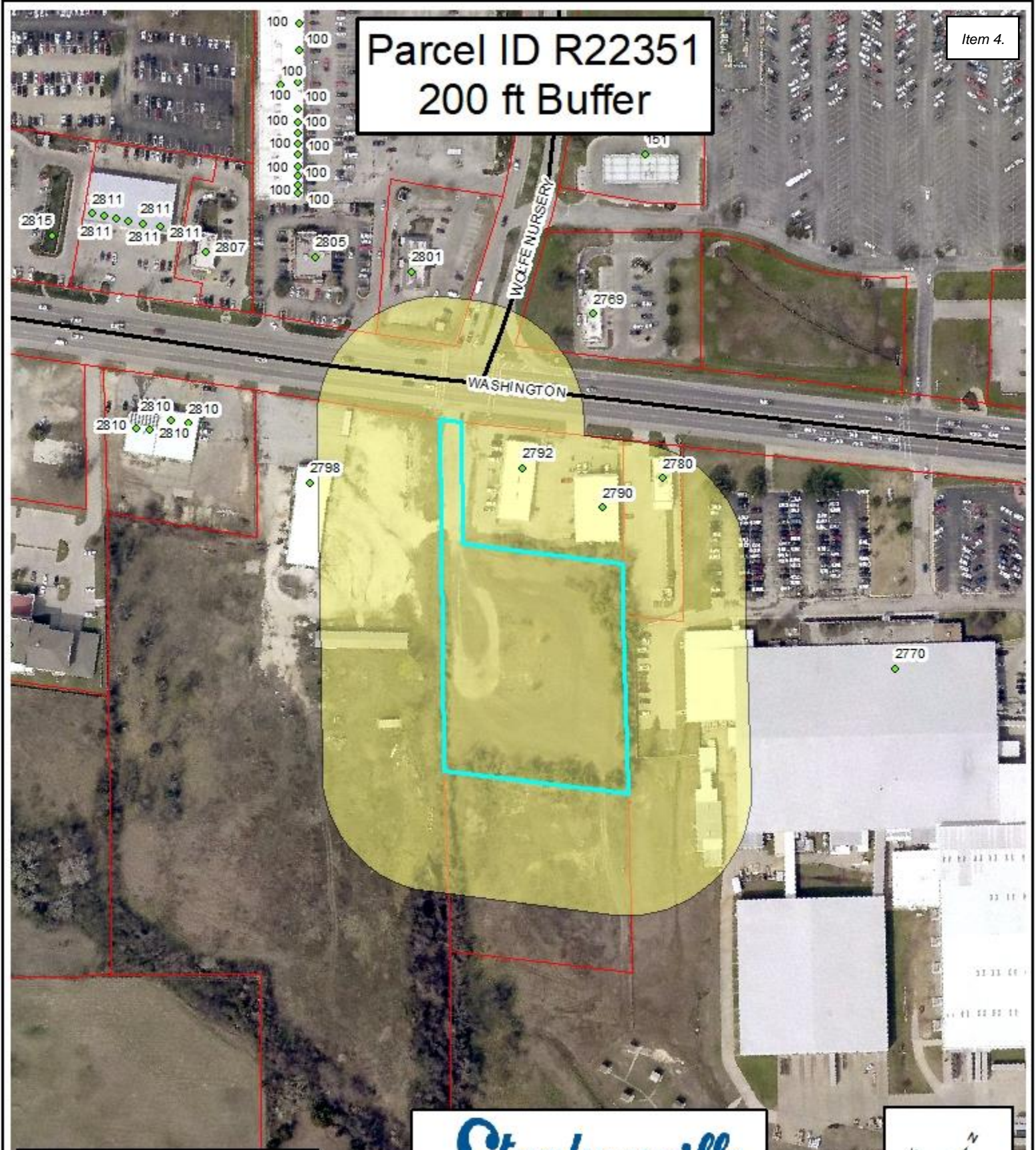


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Parcel R76366 Addresses

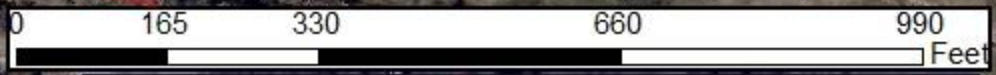
| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|-------------------|----------------------------|------------------------------------|--------------|-------|----------|
| R000022351 | 2794 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022338 | 2798 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000076366 | 2770 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000030554 | 2770 W WASHINGTON | SAINT GOBAIN ABRASIVES INC | 750 SWEDESFORD RD | VALLEY FORGE | PA | 19482 |

Parcel ID R22351 200 ft Buffer



Legend

- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- R22351 Buffer



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Parcel ID R22351

Current Zoning - IND - Industrial

Item 4.

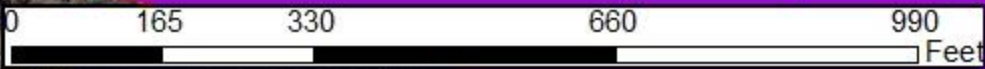


Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

ZONING

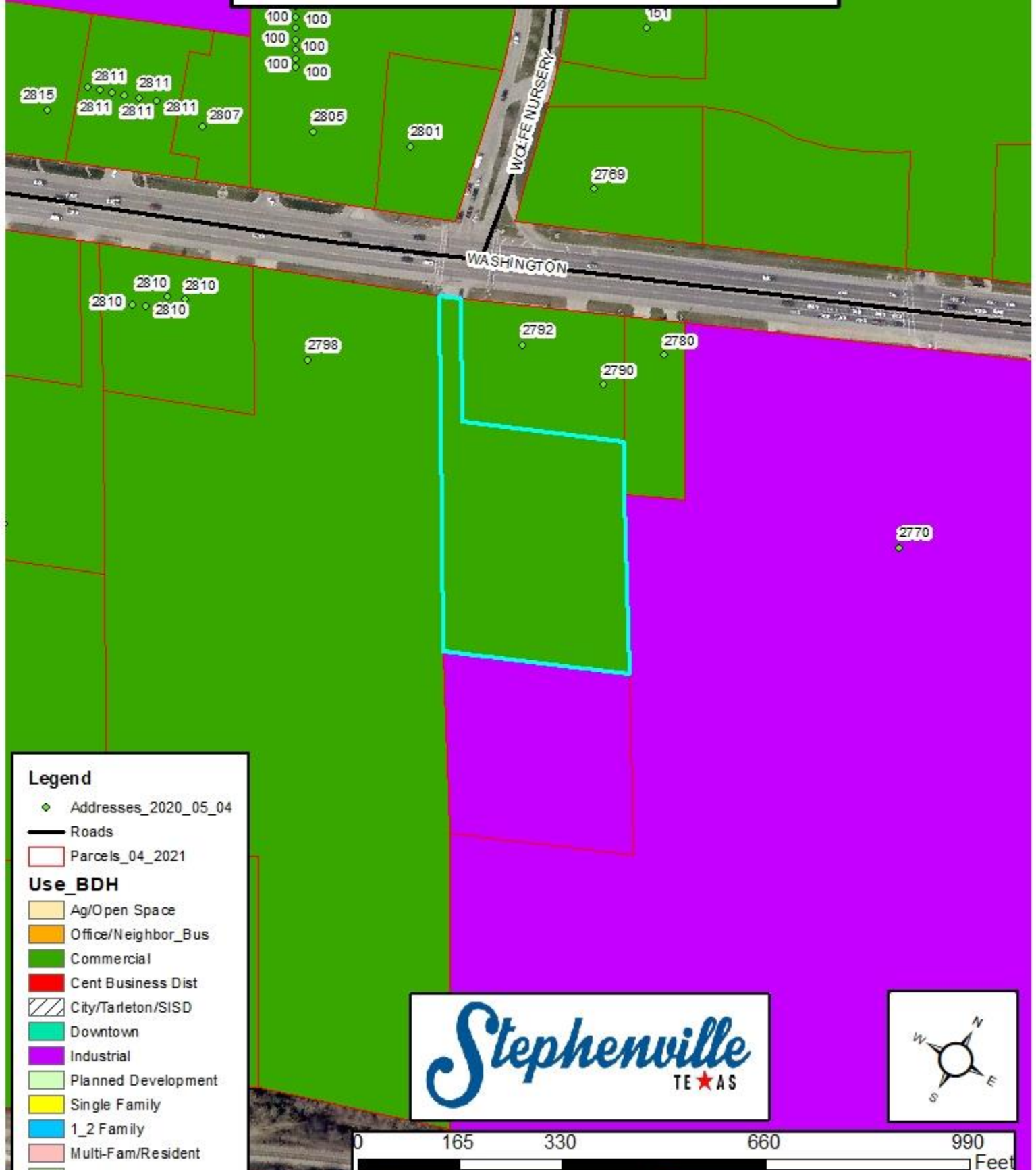
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
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- R-2 - One and Two Family
- R-3 - Multiple Family
- RE - Single Family - 1 Acre



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Parcel ID R22351 Future Land Use - Commercial

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

Use_BDH

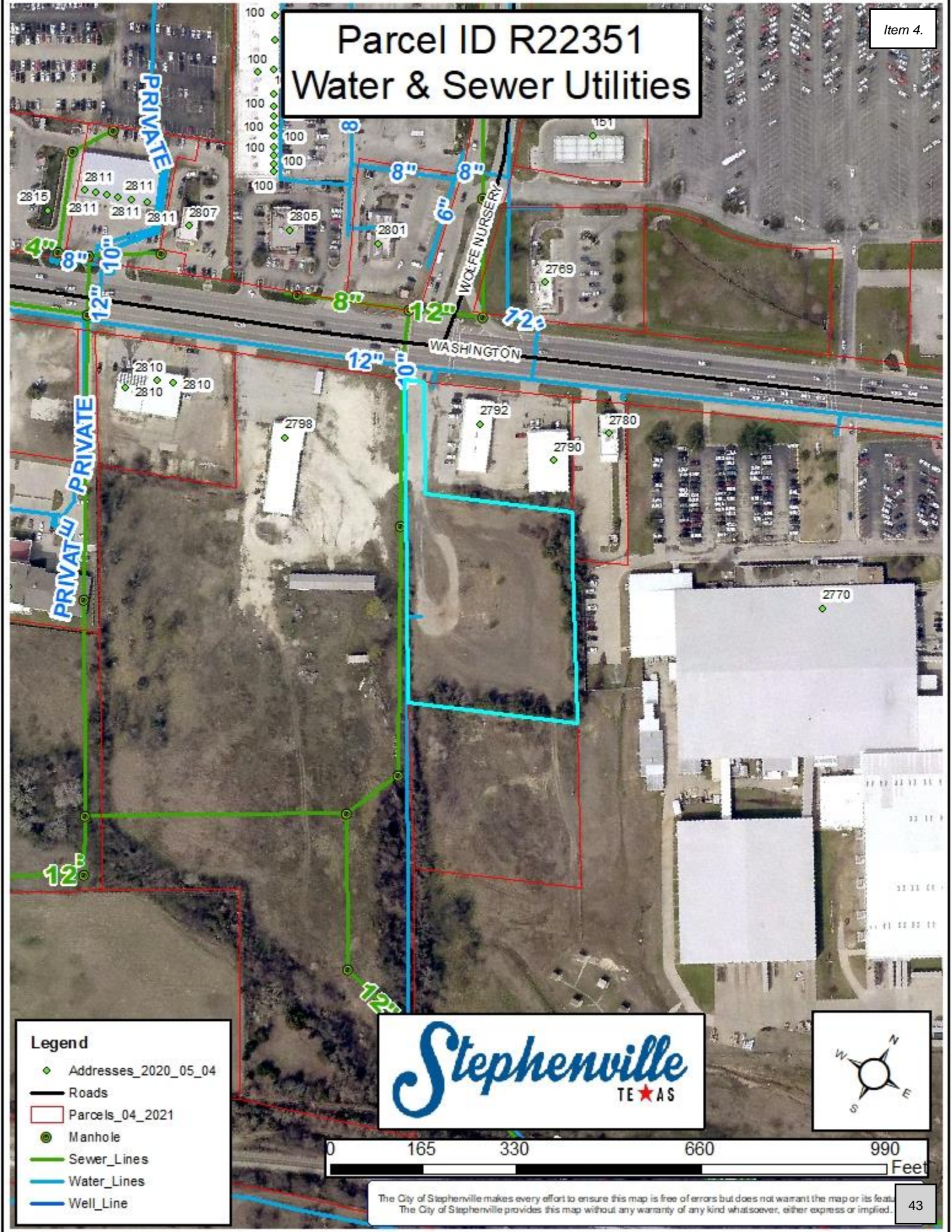
- ▭ Ag/Open Space
- ▭ Office/Neighbor_Bus
- ▭ Commercial
- ▭ Cent Business Dist
- ▨ City/Tarleton/SISD
- ▭ Downtown
- ▭ Industrial
- ▭ Planned Development
- ▭ Single Family
- ▭ 1_2 Family
- ▭ Multi-Fam/Resident
- ▭ Duplex/Townhome
- ▭ Manufact Homes



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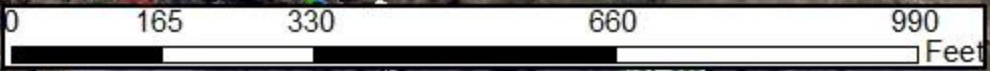
Parcel ID R22351 Water & Sewer Utilities

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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Parcel R22351 Addresses

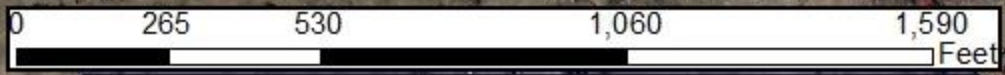
| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|-------------------|--|------------------------------------|--------------|-------|------------|
| R000022391 | 2790 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022351 | 2794 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022338 | 2798 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000067107 | 2801 W WASHINGTON | RIENSTRA BILL & SIDNEY LLC | 106 ANGELA CT | STEPHENVILLE | TX | 76401 |
| R000030554 | 2770 W WASHINGTON | SAINT GOBAIN ABRASIVES INC | 750 SWEDES FORD RD | VALLEY FORGE | PA | 19482 |
| R000060646 | 2769 W WASHINGTON | TACO BELL OF AMERICA LLC | 1 GLEN BELL WAY | IRVINE | CA | 92618 |
| R000022355 | 2780 W WASHINGTON | UFO 143 LLC | 430 N CENTER ST | LONGVIEW | TX | 75601 |
| R000060088 | 2765 W WASHINGTON | WAL-MART REAL EST BUS TRUST STORE #610 | PO BOX 8050-MS0555 | BENTONVILLE | AR | 72712-8050 |

Parcel ID R22338 200 ft Buffer



Legend

- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- R22338 Buffer



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Parcel ID R22338

Current Zoning - IND - Industrial

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

ZONING

- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
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Parcel ID R22338

Future Land Use - Commercial

Item 4.



Legend

- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

Use_BDH

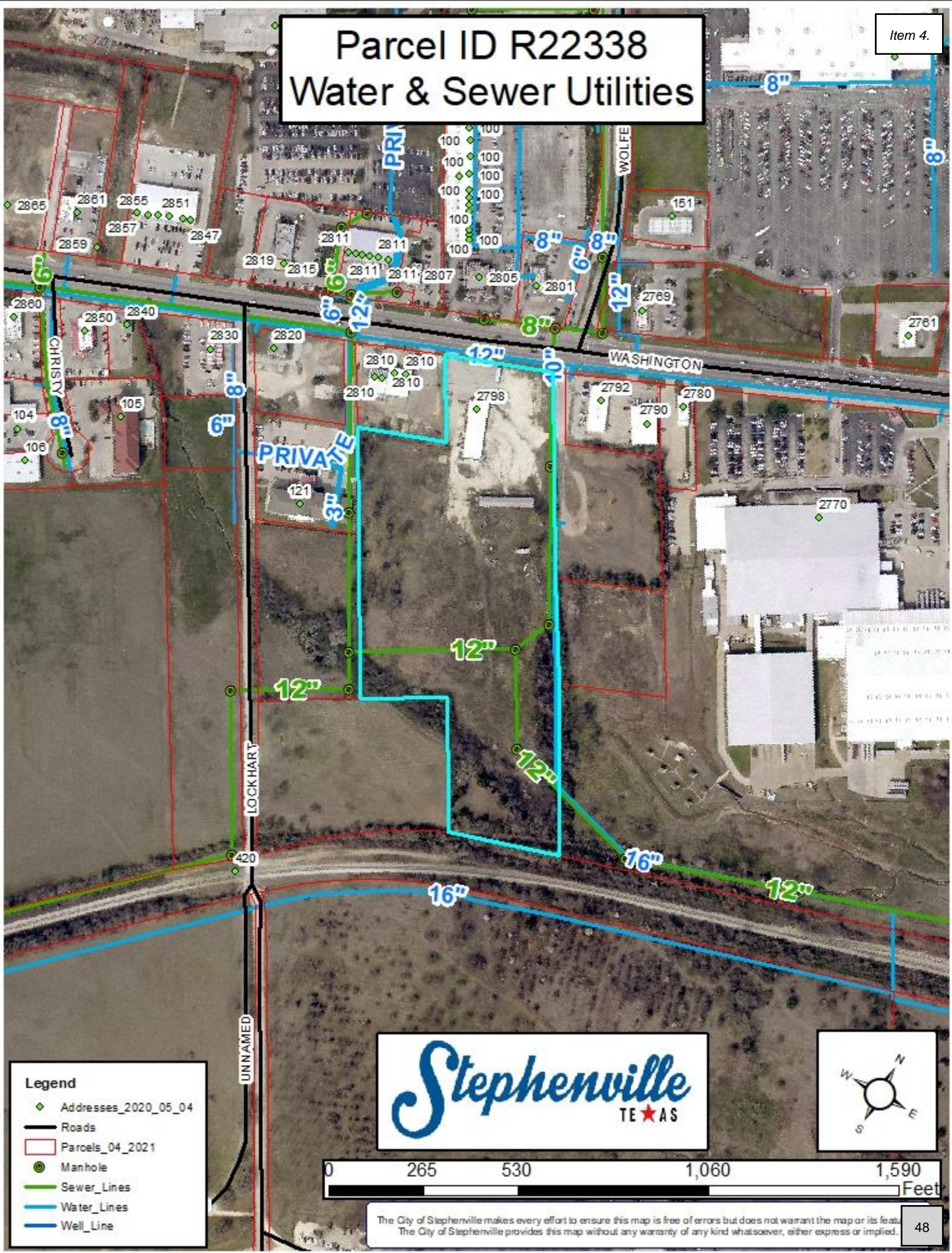
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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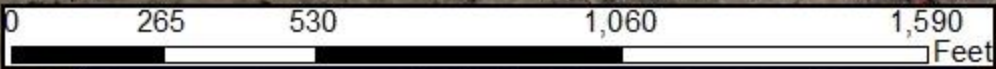
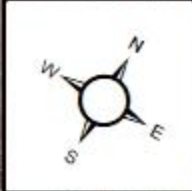
Parcel ID R22338 Water & Sewer Utilities

Item 4.



Legend

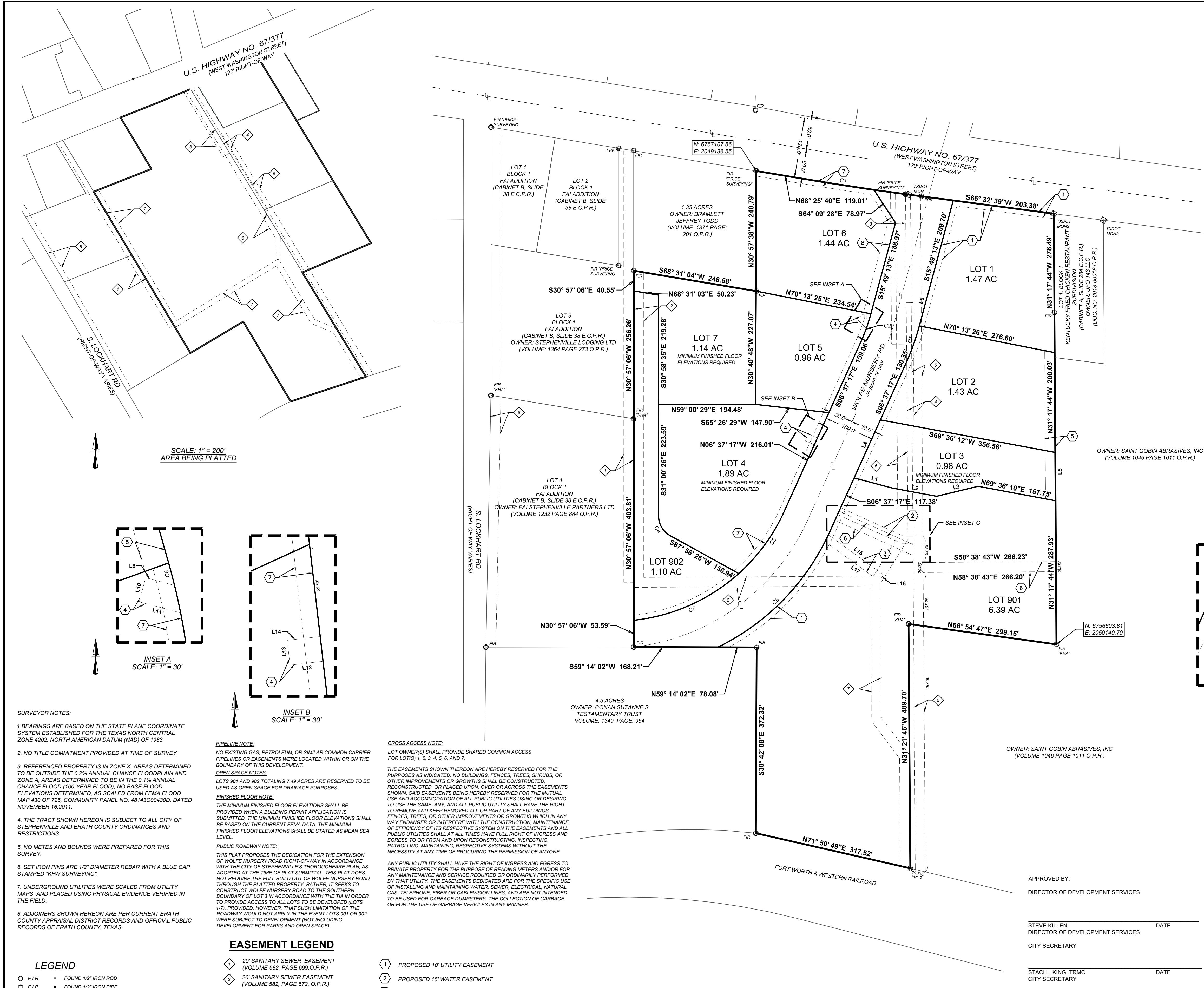
- ◆ Addresses_2020_05_04
- Roads
- Parcels_04_2021
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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Parcel R22338 Addresses

| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|----------------------------|---|------------------------------------|-----------------|-------|------------|
| R000062909 | 2810 W WASHINGTON | 2810 W WASHINGTON - SERIES OF GREEN DEER PROP LLC | 3098 W WASHINGTON ST STE A | STEPHENVILLE | TX | 76401 |
| R000022341 | 142 PR1428 OFF LOCKHART RD | ALLEN J BRAD | PO BOX 953 | STEPHENVILLE | TX | 76401 |
| R000072705 | 2811 W WASHINGTON | BAKMAN LLC | PO BOX 92790 | SOUTHLAKE | TX | 76092 |
| R000022400 | 305 LOCKHART RD | COAN SUZANNE S TESTAMENTARY TRUST | PO BOX 71 | STEPHENVILLE | TX | 76401-0001 |
| R000022391 | 2790 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022351 | 2794 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000022338 | 2798 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000076366 | 2770 W WASHINGTON | EG TEJAS LLC | 200 CONCORD PLAZA DRIVE, SUITE 240 | SAN ANTONIO | TX | 78216 |
| R000072755 | 0 S LOCKHART RD | FAI STEPHENVILLE PARTNERS LTD | PO BOX 364 | SPICEWOOD | TX | 78669-0364 |
| R000014966 | 0 N PADDOCK & VANDERBILT | FORT WORTH & WESTERN RAILROAD | 6300 RIDGLEA PLACE STE 1200 | FORT WORTH | TX | 76116-5738 |
| R000022350 | 2820 W WASHINGTON | GMS REO LP | 301 S ACORN DR | DECATUR | TX | 76234 |
| R000067108 | 2805 W WASHINGTON | PRVS HOLDINGS LLC | PO BOX 1793 | RANCHO SANTA FE | CA | 92067 |
| R000067107 | 2801 W WASHINGTON | RIENSTRA BILL & SIDNEY LLC | 106 ANGELA CT | STEPHENVILLE | TX | 76401 |
| R000030554 | 2770 W WASHINGTON | SAINT GOBAIN ABRASIVES INC | 750 SWEDESFORD RD | VALLEY FORGE | PA | 19482 |
| R000072756 | 121 S LOCKHART | STEPHENVILLE LODGING LTD | 2 CYPRESS POINT | AMARILLO | TX | 79124 |
| R000060646 | 2769 W WASHINGTON | TACO BELL OF AMERICA LLC | 1 GLEN BELL WAY | IRVINE | CA | 92618 |
| R000072706 | 2807 W WASHINGTON | WELLER-GARBE REVOCABLE TRUST | 720 CEDAR ST | EDMONDS | WA | 98020 |



OWNERS ACKNOWLEDGEMENT AND DEDICATION

STATE OF TEXAS
COUNTY OF BEXAR

I (WE), THE UNDERSIGNED, OWNER(S) OF THE LAND SHOWN ON THIS PLAT WITHIN THE AREA DESCRIBED BY THE LEGAL DESCRIPTION ABOVE:

THIS SUBDIVISION PLAT OF 20 ACRE DEVELOPMENT ON WASHINGTON SEEKS TO SUBDIVIDE THE 19.34 ACRES OF LAND DESCRIBED IN THE LEGAL DESCRIPTION INTO 7 LOTS FOR COMMERCIAL USE, 2 LOTS FOR DRAINAGE PURPOSES, AND DEDICATE RIGHT-OF-WAY TO AN EXTENSION OF WOLFE NURSERY ROAD IN COMPLIANCE WITH THE CITY OF STEPHENVILLE MAJOR THOROUGHFARE PLAN.

OWNER:
EG TEJAS, LLC
VIDAL GARCIA, REAL ESTATE, ACQUISITIONS AND DEVELOPMENT
7113 SAN PEDRO AVENUE, SUITE 198
SAN ANTONIO, TX 78216
DATE: _____

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE ABOVE PLAT CONFORMS TO THE MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL LAND SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY:

TERESA A. SEIDEL
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 5672
KFW SURVEYING, LLC
3421 PASADENOS PKWY., SUITE 101
SAN ANTONIO, TEXAS 78231
PHONE: 210-979-8444
FAX: 210-979-8441

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED, GIVEN UNDER MY HAND AND SEAL OF OFFICE.

THIS _____ DAY OF _____, A.D. 2021

OWNER/DEVELOPER:
VIDAL GARCIA
EG TEJAS, LLC
7113 SAN PEDRO AVENUE, SUITE 198
SAN ANTONIO, TEXAS 78216

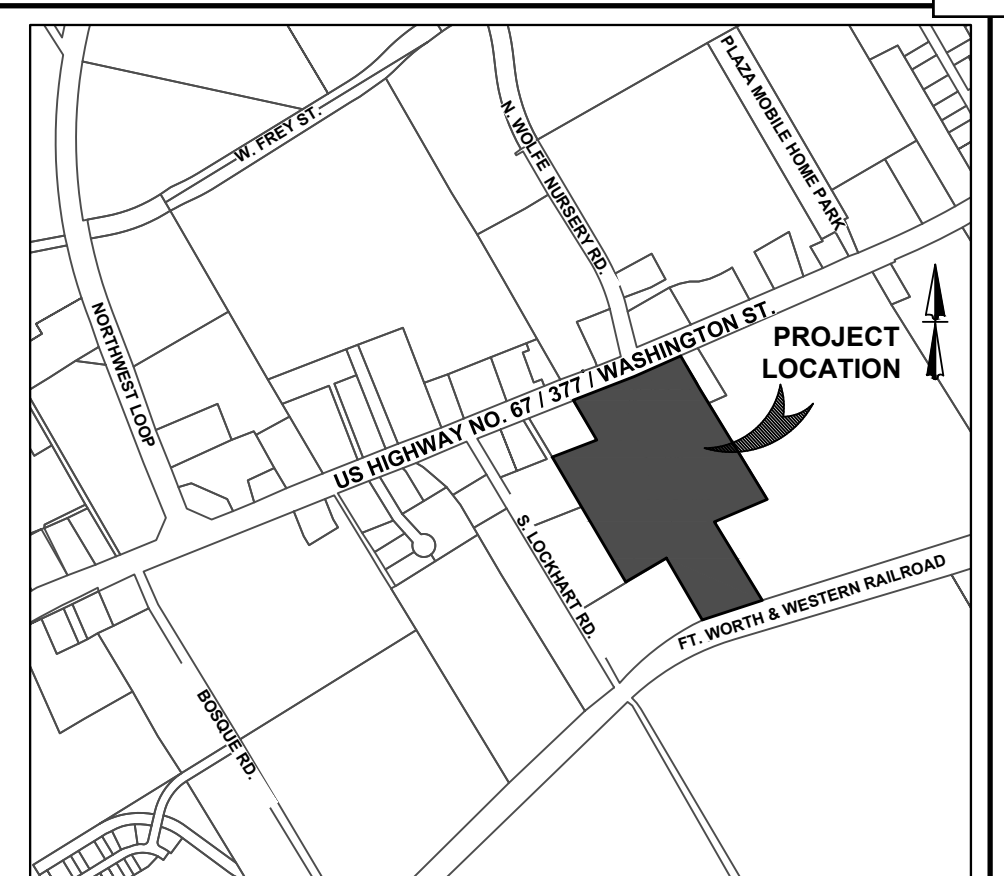
STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED VIDAL GARCIA, 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 CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED, GIVEN UNDER MY HAND AND SEAL OF OFFICE.

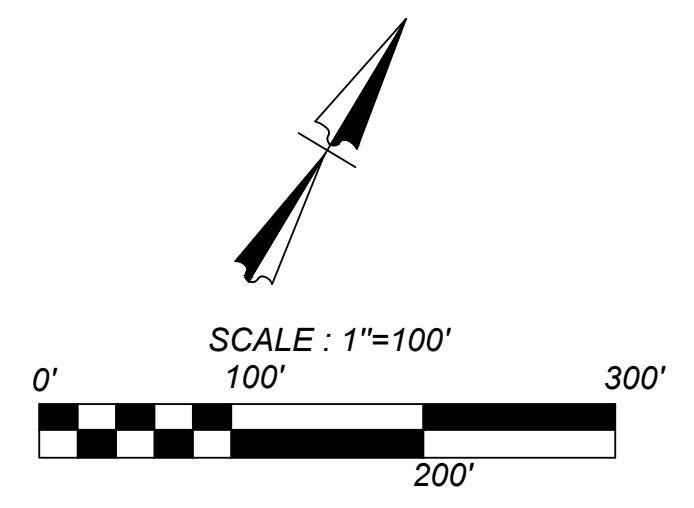
DATED THIS _____ DAY OF _____, A.D. 2021

BY: _____
DIRECTOR OF DEVELOPMENT SERVICES

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

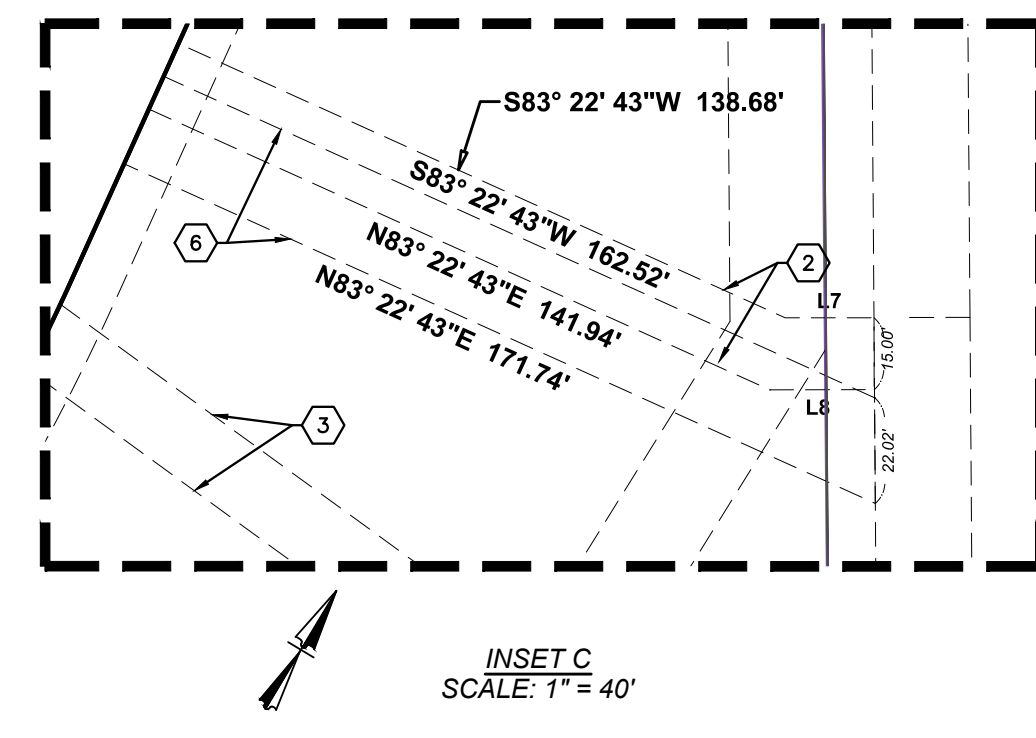


VICINITY MAP
SCALE 1" = 1000'



Curve Table

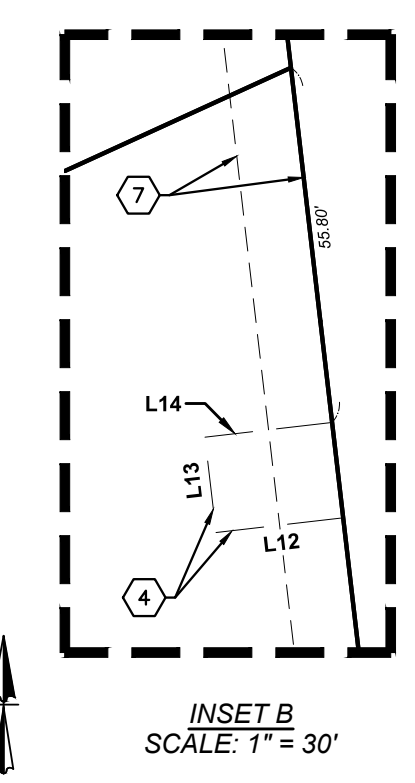
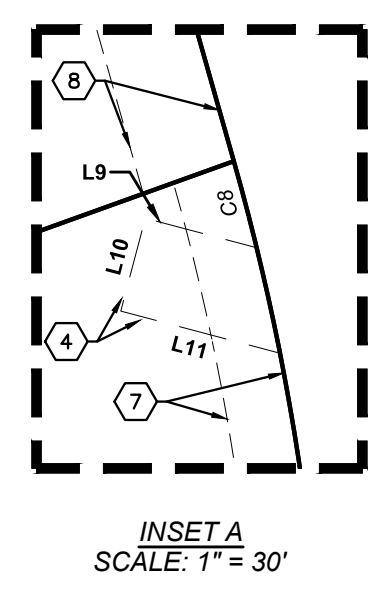
| Curve # | LENGTH | RADIUS | DELTA | CHORD BRG | CHORD DIST |
|---------|---------|----------|------------|-------------|------------|
| C1 | 120.20' | 5789.58' | 001°11'22" | N67°49'59"E | 120.20' |
| C2 | 56.38' | 380.01' | 008°30'01" | N11°36'12"E | 56.33' |
| C3 | 156.60' | 374.43' | 023°57'48" | N05°08'28"E | 155.46' |
| C4 | 47.96' | 45.00' | 061°04'03" | S61°31'32"E | 45.72' |
| C5 | 234.24' | 374.43' | 035°50'39" | N35°02'42"E | 230.44' |
| C6 | 330.20' | 474.43' | 039°52'37" | N13°07'21"E | 323.57' |
| C7 | 73.73' | 473.19' | 008°55'38" | N11°42'57"W | 73.65' |
| C8 | 13.98' | 380.10' | 002°06'28" | S14°47'54"E | 13.98' |



Line Table

| LINE # | LENGTH | DIRECTION |
|--------|---------|-------------|
| L1 | 79.53' | N73°52'02"E |
| L2 | 89.95' | N69°36'12"E |
| L3 | 85.73' | N45°30'31"E |
| L4 | 127.76' | S06°37'17"E |
| L5 | 96.74' | N31°17'44"W |
| L6 | 50.76' | S15°45'09"E |
| L7 | 18.51' | S59°01'03"W |
| L8 | 21.76' | N58°54'31"E |
| L9 | 6.56' | S75°10'23"E |
| L10 | 15.00' | N14°49'37"E |

SCALE: 1" = 200'
AREA BEING PLATTED



SURVEYOR NOTES:

- BEARINGS ARE BASED ON THE STATE PLANE COORDINATE SYSTEM ESTABLISHED FOR THE TEXAS NORTH CENTRAL ZONE 4202, NORTH AMERICAN DATUM (NAD) OF 1983.
- NO TITLE COMMITMENT PROVIDED AT TIME OF SURVEY
- REFERENCED PROPERTY IS IN ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN AND ZONE A, AREAS DETERMINED TO BE IN THE 0.1% ANNUAL CHANCE FLOOD (100-YEAR FLOOD), NO BASE FLOOD ELEVATIONS DETERMINED. AS SCALED FROM FEMA FLOOD MAP 430 OF 725, COMMUNITY PANEL NO. 48143C00430D, DATED NOVEMBER 16, 2011.
- THE TRACT SHOWN HEREON IS SUBJECT TO ALL CITY OF STEPHENVILLE AND ERATH COUNTY ORDINANCES AND RESTRICTIONS.
- NO METES AND BOUNDS WERE PREPARED FOR THIS SURVEY.
- SET IRON PINS ARE 1/2" DIAMETER REBAR WITH A BLUE CAP STAMPED "KFW SURVEYING".
- UNDERGROUND UTILITIES WERE SCALED FROM UTILITY MAPS AND PLACED USING PHYSICAL EVIDENCE VERIFIED IN THE FIELD.
- ADJOINERS SHOWN HEREON ARE PER CURRENT ERATH COUNTY APPRAISAL DISTRICT RECORDS AND OFFICIAL PUBLIC RECORDS OF ERATH COUNTY, TEXAS.

PIPELINE NOTE:
NO EXISTING GAS, PETROLEUM, OR SIMILAR COMMON CARRIER PIPELINES OR EASEMENTS WERE LOCATED WITHIN OR ON THE BOUNDARY OF THIS DEVELOPMENT.

OPEN SPACE NOTES:
LOTS 901 AND 902 TOTALING 7.49 ACRES ARE RESERVED TO BE USED AS OPEN SPACE FOR DRAINAGE PURPOSES.

FINISHED FLOOR NOTE:
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.

PUBLIC ROADWAY NOTE:
THIS PLAT PROPOSES THE DEDICATION OF THE EXTENSION OF WOLFE NURSERY ROAD RIGHT-OF-WAY IN ACCORDANCE WITH THE CITY OF STEPHENVILLE'S THOROUGHFARE PLAN AS ADOPTED AT THE TIME OF PLAT SUBMITTAL. THIS PLAT DOES NOT REQUIRE THE FULL BUILD OUT OF WOLFE NURSERY ROAD THROUGH THE PLATTED PROPERTY. RATHER, IT SEEKS TO CONSTRUCT WOLFE NURSERY ROAD TO THE SOUTHERN BOUNDARY OF LOT 3 IN ACCORDANCE WITH THE T&M IN ORDER TO PROVIDE ACCESS TO ALL LOTS TO BE DEVELOPED (LOTS 1-7). PROVIDED, HOWEVER, THAT SUCH LIMITATION OF THE ROADWAY WOULD NOT APPLY IN THE EVENT LOTS 901 OR 902 WERE SUBJECT TO DEVELOPMENT (NOT INCLUDING DEVELOPMENT FOR PARKS AND OPEN SPACE).

CROSS ACCESS NOTE:
LOT OWNER(S) SHALL PROVIDE SHARED COMMON ACCESS FOR LOT(S) 1, 2, 3, 4, 5, 6, AND 7.

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.

EASEMENT LEGEND

- F.I.R. = FOUND 1/2" IRON ROD
- F.P. = FOUND 1/2" IRON PIPE
- S.I.R. = SET 1/2" IRON ROD WITH BLUE CAP STAMPED "KFW SURVEYING"
- F.P.K. = FOUND PK NAIL
- R.O.W. = RIGHT-OF-WAY
- D.R. = DEED RECORDS OF ERATH COUNTY, TEXAS
- R.P.R. = REAL PROPERTY RECORDS OF ERATH COUNTY, TEXAS
- O.P.R. = OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF ERATH COUNTY, TEXAS
- E.C.P.R. = ERATH COUNTY PUBLIC RECORDS
- CL = CENTER LINE
- TXDOT MON = TEXAS DEPARTMENT OF TRANSPORTATION MONUMENT TYPE I OR TYPE II AS NOTED

- ① PROPOSED 10' UTILITY EASEMENT
- ② PROPOSED 15' WATER EASEMENT
- ③ PROPOSED 15' SEWER EASEMENT
- ④ PROPOSED 15' DRAINAGE EASEMENT
- ⑤ PROPOSED 20' DRAINAGE EASEMENT
- ⑥ PROPOSED 20' ELECTRIC EASEMENT
- ⑦ PROPOSED 10' ELECTRIC EASEMENT
- ⑧ PROPOSED 15' ELECTRIC EASEMENT

THIS SUBDIVISION PLAT OF 20 ACRE DEVELOPMENT ON WASHINGTON SEEKS TO SUBDIVIDE THE 19.34 ACRES OF LAND INTO 7 LOTS FOR COMMERCIAL USE, 2 LOTS FOR DRAINAGE PURPOSES, AND DEDICATE RIGHT-OF-WAY TO AN EXTENSION OF WOLFE NURSERY ROAD IN COMPLIANCE WITH THE CITY OF STEPHENVILLE MAJOR THOROUGHFARE PLAN.

APPROVED BY:

DIRECTOR OF DEVELOPMENT SERVICES

STEVE KILLEN
DIRECTOR OF DEVELOPMENT SERVICES
CITY SECRETARY

DATE

STACI L. KING, TRMC
CITY SECRETARY

DATE

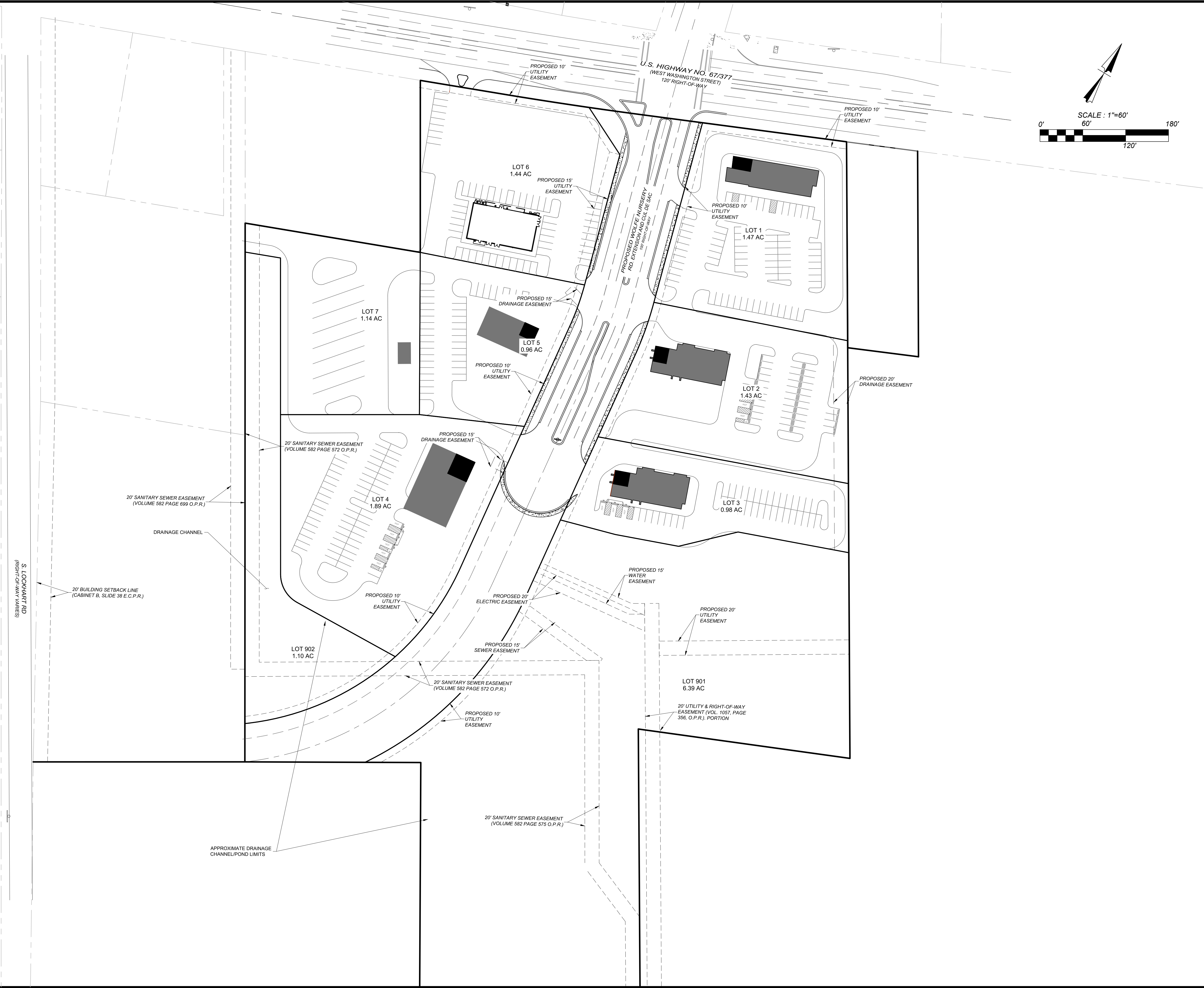
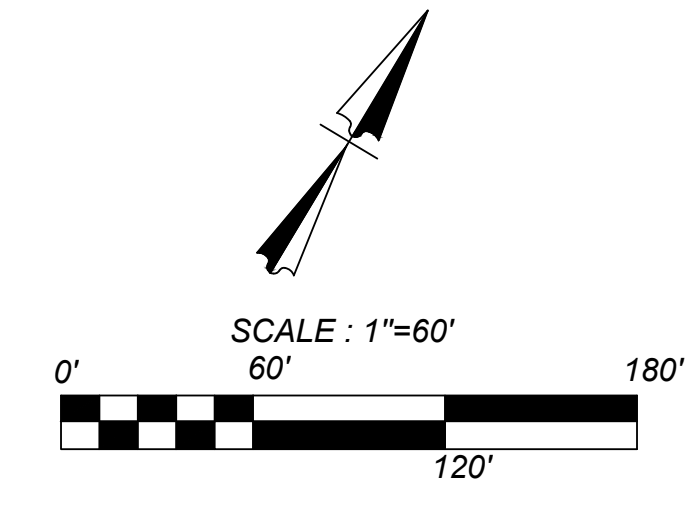
SUBDIVISION PLAT OF
20 ACRE DEVELOPMENT ON WASHINGTON
FORMERLY "PROJECT BLUE"

LEGAL DESCRIPTION:

BEING A 19.34 - ACRE TRACT OF LAND COMPRISED OF FOUR SEPARATE EXISTING LOTS OUT OF THE WILLIAM MOTLEY SURVEY, ABSTRACT 515, ERATH COUNTY, TEXAS; A 1.203-ACRE TRACT OF LAND OUT OF THE 1.267 ACRES TRACT (TRACT 1) DEEDED TO J.R. WALKER COMPANY IN VOLUME 749, PAGE 261 OF THE DEED RECORDS OF ERATH COUNTY, TEXAS; A CERTAIN 13.468 ACRE TRACT OF LAND BEING TRACTS 5 AND 7 CONVEYED TO J.R. WALKER COMPANY BY DEED RECORDED IN VOLUME 749, PAGE 261 OF THE DEED RECORDS OF ERATH COUNTY, TEXAS; A 2.000 ACRE TRACT OF LAND BEING A PORTION OF THE 41.61-ACRE TRACT OF LAND DESCRIBED IN INSTRUMENT TO NORTON COMPANY (NOW KNOWN AS SAINT-GOBBIN ABRASIVES, INC.) IN VOLUME 532, PAGE 1004 OF THE DEED RECORDS OF ERATH COUNTY, TEXAS; AND A 2.672-ACRES TRACT OF LAND BEING THE REMAINDER OF A CERTAIN 2.676 ACRES TRACT DEEDED TO CIRGLE L ENTERPRISES, INC. IN VOLUME 842, PAGE 780 OF THE DEED RECORDS OF ERATH COUNTY, TEXAS.

OWNER/DEVELOPER:
EG TEJAS, LLC
ATTN: VIDAL GARCIA
7113 SAN PEDRO AVENUE, SUITE 198
SAN ANTONIO, TX 78216





**20 ACRE DEVELOPMENT ON WASHINGTON
 (FORMERLY PROJECT BLUE)
 STEPHENVILLE, TEXAS
 SITE PLAN**

| | |
|---------------------|--------------|
| PLAT NO. | - |
| JOB NO. | - |
| DATE: | - |
| DRAWN: - CHECKED: - | - |
| SHEET NUMBER: | EX-B2 |

Date: May 17, 2021, 10:4 am User ID: odowson
 File: L:\255\01\01\Design\Exhibits\CD\210517 - Site Plan.dwg



FIRST ADVISORS, INC.
Real Estate Development

Gary J. Davis, President
gjdavis@firstadvisors-inc.com
Cell Phone 512-789-3440

Mailing Address:
P.O. Box 364
Spicewood, TX 78669

Overnight Delivery:
26706 Founders Place
Spicewood, TX 78669

May 19, 2021

Members of the Planning & Zoning Commission ([via email to SKillen@stephenvilletx.gov](mailto:SKillen@stephenvilletx.gov))
City of Stephenville

Allen L. Barnes, City Administrator (via email to absarnes@stephenvilletx.gov)
298 West Washington
Stephenville, TX 76401

Jeff K. Sandford, Executive Director (via email to jsandford@stephenvilleeda.com)
Stephenville Economic Development Authority
1050 Airport Road
Stephenville, TX 76401

Planning Commissioners, City Administrator Barnes, Mr. Sandford and Mr. Killen:

I am the President of the General Partner of the Owner of the adjoining Lot 4, Block 1 of the FAI Addition to the property for which a re-plat is being proposed.

I was furnished on Tuesday afternoon, May 18th with a ***PRELIMINARY SUBDIVISION PLAT OF 20 ACRE DEVELOPMENT ON WASHINGTON SEEKING TO SUBDIVIDE THE 19.34 ACRES OF LAND INTO 7 LOTS FOR COMMERCIAL USE, 2 LOTS FOR DRAINAGE PURPOSES, AND DEDICATE RIGHT-OF-WAY TO AN EXTENSION OF WOLFE NURSERY ROAD IN COMPLIANCE WITH THE CITY OF STEPHENVILLE MAJOR THOROUGHFARE PLAN.***

I was previously informed in 2019 by an officer of EG Tejas, LLC of their request to amend the then current City of Stephenville Thoroughfare Plan. I am not aware of any such amendment that ever took place by the City Council. Since the proposed re-plat presented to you tonight purports to comply with the City of Stephenville Major Thoroughfare Plan (as stated in the highlighted section above), I would like information on when the Thoroughfare Plan was amended, assuming it was, in fact, amended. I know I have not ever been provided with any written notice of any such amendments, since its original adoption by the City of Stephenville.

I am certainly interested in additional development occurring in this area of Stephenville, as I have previously expressed to Mr. Barnes and Mr. Sandford and their colleagues with the City of

Stephenville. As a property owner, I am sensitive to seeing proper planning for such development and the type of development, so that it be complimentary to the City, its citizens and the surrounding property owners, of which my partnership is one.

The proposed replat does not comply with the original City of Stephenville Thoroughfare Plan, as it shows the extension of Wolfe Nursery Road as a *dead end*, with no connection to Lockhart Road, as was shown in the original City of Stephenville Thoroughfare Plan. Furthermore, the Public Roadway Notes on the proposed re-plat stipulate that it may not be built out beyond the proposed Lot 3, contradicting the way it is presented in the drawing depicting the lots and roadway extension.

I believe better planning by the City of Stephenville should require the complete buildout of the extension of Wolfe Nursery Road to Lockhart Road, as was envisioned by the original Thoroughfare Plan.

At this time, due to a lack of any effort by EG Tejas, LLC to reach out to adjoining property owners (of which I am one of two) to seek agreement on a plan that would facilitate the complete build-out of the extension of Wolfe Nursery Road, how the drainage issues will be addressed and a timeline for the development, I would request a denial by the P&Z of the approval of the re-plat.

I believe a good faith effort should be made by the developer to accomplish a strategy and plan for a re-plat with the build-out of the Wolfe Nursery Road extension all the way to Lockhart Road.

Thank you for your consideration of my request.

Gary J. Davis

Gary J. Davis
President of the General Partner
FAI Stephenville Partners, Ltd.

To: Steve Killen- This message is to lodge an adjoining property protest to the matter now pending at P and Z today- as (1 No notice was given owner with in required distance to property affected by the request

(2 allegedly this proposed plat or re plat if granted would adversely affect the value and utility of the adjoining 4.5 acres as well as accessibility from and to Wolfe Nursey Road and Lockhart road as previously set out in City Masterplan-

(3 It appears that developers want to take the heart out of the watermelon and leave rinds to adjoining land owners-

All of this is surely not in best interest of city and trashes the masterplan

Richard Coan -Trustee , Suzanne S Coan Testamentary Trust

5 - 19- 2021



STAFF REPORT

SUBJECT: Case No.: RZ2021-010

Applicant Oakdale United Methodist Non-Profit, representing Oakdale Methodist Church, is requesting a rezone of property located at 2675 W. Overhill Drive, Parcel R22423, of A0515 MOTLEY WILLIAM, of the City of Stephenville, Erath County, Texas, from (R-1) Single Family Residential to (B-1) Neighborhood Business.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

The Planning and Zoning Commission convened on May 19, 2021, and by a unanimous vote of 6/0, recommended the City Council approve the rezoning request.

BACKGROUND:

The Comprehensive Plan for future land use designates this property to be Neighborhood Business.

The applicant is requesting a rezone B-1, Office and Neighborhood Business to allow for the future construction of a medical office strip center.

CURRENT ZONING:

R-1 – Single Family

FUTURE LAND USE:

Office and Neighborhood Business.

WATER:

The property is currently served by a 6" water main in Overhill.

SEWER:

The property is currently served by a 6" sanitary sewer main East of the property, within 250'.

STREET:

The property is served by Overhill and the Northwest Loop.

ZONING AND LAND USE:

| Location | Zoning | Future Land Use |
|--------------|-----------------------------------|------------------------------|
| Subject Site | R-1 – Single Family | Office/Neighborhood Business |
| North | B-1, Office/Neighborhood Business | Office/Neighborhood Business |

| | | |
|-------|------------------------|------------------------|
| South | City, Tarleton, School | City, Tarleton, School |
| East | R-1 – Single Family | City, Tarleton, School |
| West | B-2 Commercial | City, Tarleton, School |

DESCRIPTION OF REQUESTED ZONING

Sec. 154.06.1. Neighborhood business district (B-1).

6.1.A Description.

- (1) The Neighborhood Business District accommodates trade and personal services facilities that meet the needs and enhance the quality of life of residential neighborhoods throughout the city.
- (2) The various retail trade and service uses in the Neighborhood Business District are intended to become an integral part of the neighborhood, requirements for open space and off street parking are more restrictive and are compatible with adjacent residential areas. Spacing, air circulation, landscaping and unrestricted sight lines are included as requirements for the Neighborhood Business District to provide a harmonious relationship with other residential, educational, religious and recreational land uses.

6.1.B Permitted Uses.

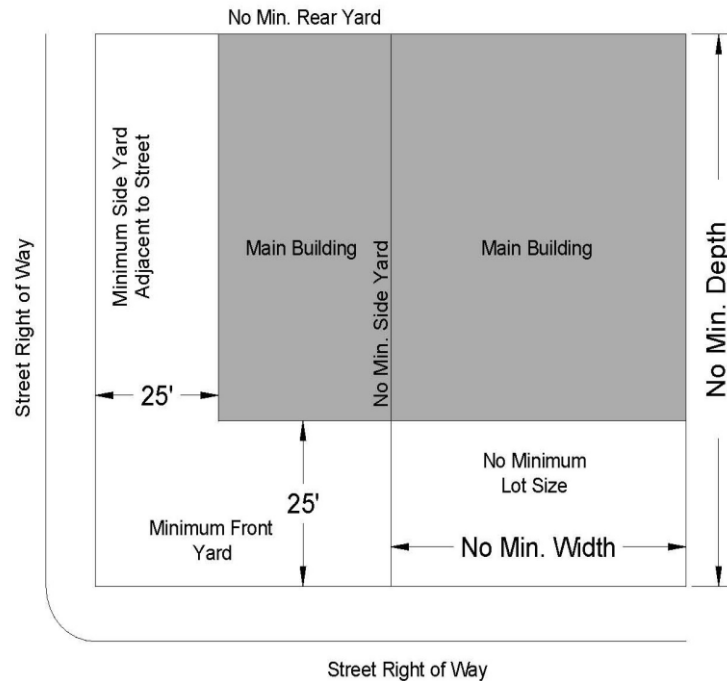
- (1) Accessory building to main use;
- (2) Animal grooming;
- (3) Antique shop/art gallery—sales in building;
- (4) Assisted living center;
- (5) Bakery and confectionary—products for retail only;
- (6) Banks or other financial institutions;
- (7) Bed and breakfast/boarding house;
- (8) Church, temple, mosque (and the like) and related facilities;
- (9) Cleaning and pressing—small shop, pick-up and delivery;
- (10) Clinic;
- (11) Convalescent, nursing or long term care facility;
- (12) Convenience/grocery store (without pumps);
- (13) Day care center (12 or more children);
- (14) Drapery, needlework or weaving shop;
- (15) Farmers market;
- (16) Florist;
- (17) Fraternal organizations, lodge or civic club;
- (18) Handcraft shop;
- (19) Group day care home (7-12 children);
- (20) Laundry and cleaning (self service);
- (21) Municipal facilities/state facilities/federal facilities;
- (22) Neighborhood grocery store (no fuel service);
- (23) Office—professional and general administration;

- (24) Park, playground, public community recreation center;
- (25) Personal service shop (beauty, barber and the like);
- (26) Private kindergarten;
- (27) Retail stores and shops—other than listed;
- (28) Restaurant or cafeteria—without drive-in service; and
- (29) Retirement housing complex.
- (30) Restaurant with alcoholic beverage service.

6.1.C Conditional Uses (Special Use Permit required). None.

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

- (1) Maximum density: There is no maximum density requirement.
- (2) Minimum lot area: There is no minimum area requirement.
- (3) Minimum lot width: There is no minimum width requirement.
- (4) Minimum lot depth: There is no minimum depth requirement.
- (5) Minimum depth of front setback: 25 feet.
- (6) Minimum depth of rear setback: There is no minimum rear setback requirement unless the lot abuts upon a Residential District, then a minimum 25 feet is required.
- (7) Minimum width of side setback:
 - (a) Internal lot: There is no minimum side setback requirement unless the lot abuts upon a Residential District, then a minimum 25 feet is required.
 - (b) Corner lot: 25 feet
- (8) Building size: There are no minimum size regulations
- (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.



Note: No rear or side yard except when the lot abuts upon a Residential District, then the minimum setback is 25 feet.

6.1.E Miscellaneous Provisions. Wherever a Neighborhood Business District adjoins a residential district and is not separated by a street, a six-foot or taller solid sight-barring fence or landscape barrier will be constructed and maintained along the boundary or property line as permanent screening. All outside lighting features will be placed and reflected so as to not create annoyances, nuisances or hazards.

6.1.F Type of Construction.

- (1) At least 80% of the exterior walls of all structures visible from a public street shall be of masonry constructions, with an architectural exterior finish, exclusive of door and window openings.
- (2) The roofs of all structures shall be pitched with a slope of not less than 4/12.

6.1.G Parking Regulations. All Uses Permitted in the B-1 District: See Section 11 for Parking Regulations.

6.1.H Sign Regulation. See Section 12 for Sign Regulations.

6.1.I Exceptions to Use, Height and Area Regulations. See Section 10.

6.1.J Garbage Regulations. Neighborhood Business District businesses will provide a serviceable area specifically for refuse collection designed for refuse canisters. Each designated canister area will be nine feet wide and eight feet deep (72 square feet), with a cement slab base. If the location of the cement slab is adjacent to a residential district, the slab must be at least five feet from the property line. The refuse area will be enclosed on three sides by a privacy fence. Approach areas will meet the requirements of Subsection 6.1.K.

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

(Am. Ord. 2009-23, passed 12-1-2009; Am. Ord. 2015-03, passed 3-3-2015; Am. Ord. No. 2018-O-25 , § 1, 8-7-2018)

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) Modify the recommendation of the Planning and Zoning Commission and approve the rezoning request designating an alternate classification.
- 3) Over-rule the recommendation of the Planning and Zoning Commission and deny the request for rezoning.

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

1. **APPLICANT/OWNER:** Okdale United Methodist Church
First Name Last Name

ADDRESS: 2675 W Overhill Dr
Street/P.O. Box Phone No.

Stephenville TX 76401
City State Zip Code

2. **PROPERTY DESCRIPTION:** 2675 W Overhill Dr. Stephenville TX 76401
Street Address

3. **LEGAL DESCRIPTION:** A0515 Motley William
Lot(s) Block(s) Addition

4. **PRESENT ZONING:** R 1
Zoning District Title

PROPOSED ZONING: B 1
Zoning District Title

5. **APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:** _____
Medical building and or offices.

(Attach an additional sheet if necessary)

[Signature]
Signature of Applicant

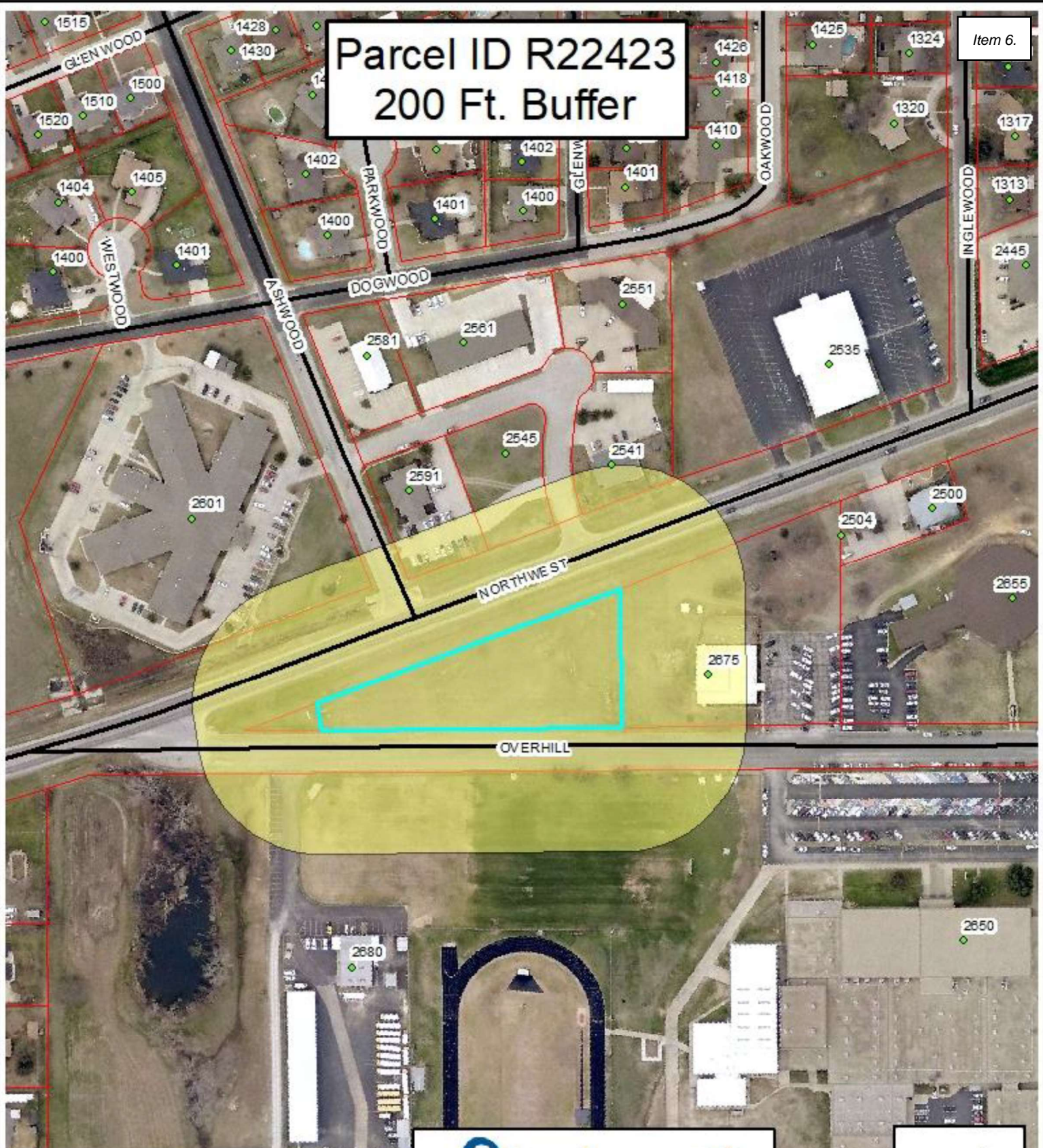
4-21-21
Date

[Signature]
Signature of City Official Received

4/28/21
Date Received

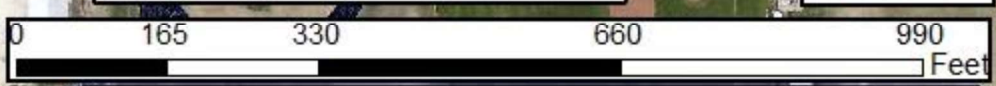
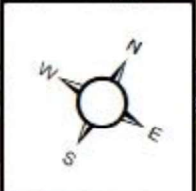
**Parcel ID R22423
200 Ft. Buffer**

Item 6.



Legend

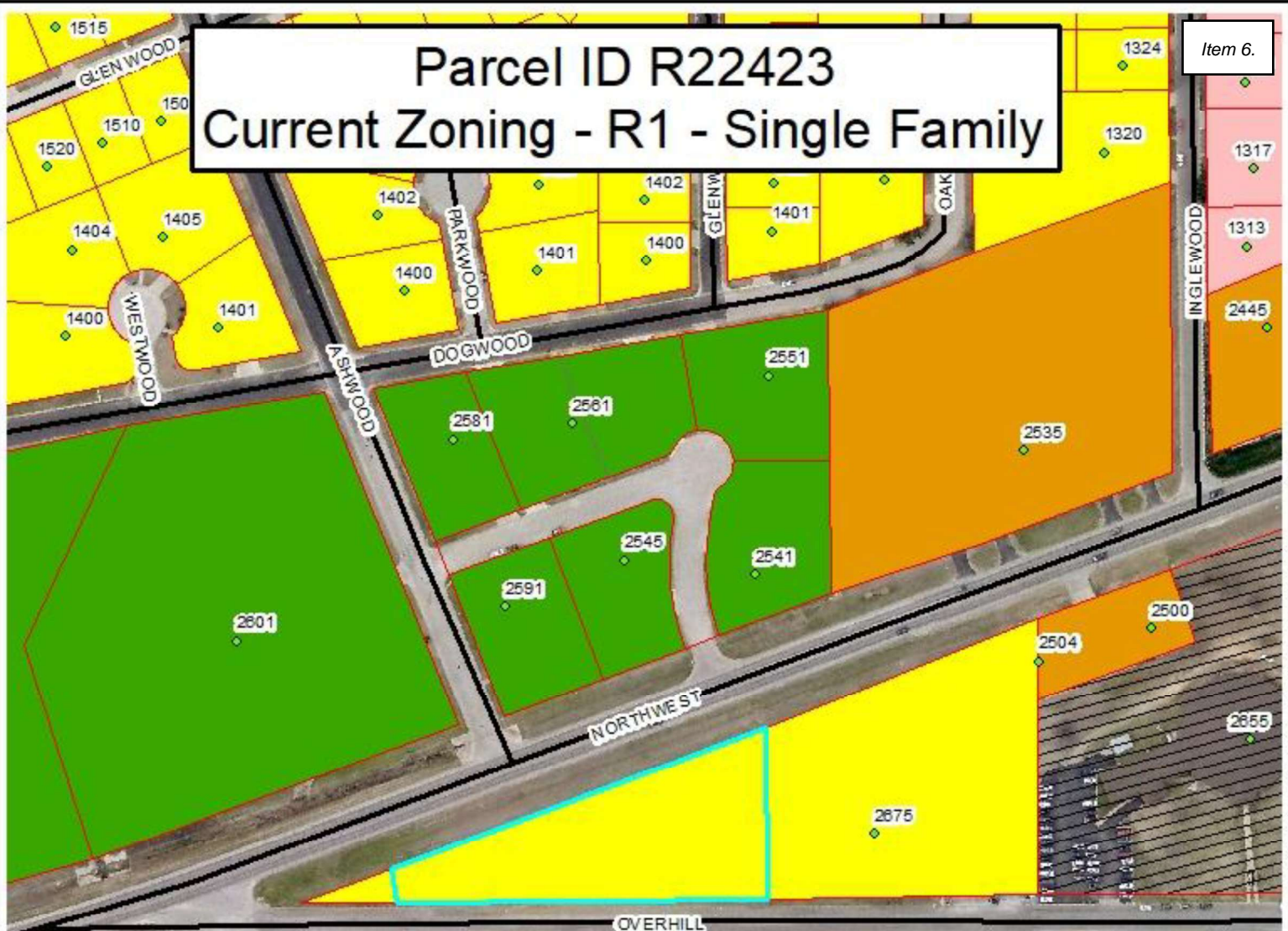
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- Roads
- ▭ Parcels_04_2021
- ▭ Parcel R22423 Buffer



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

Parcel ID R22423
Current Zoning - R1 - Single Family

Item 6.

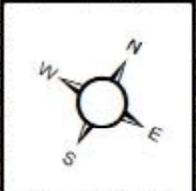


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- ◆ Addresses_2020_05_04
- Roads
- ▭ Parcels_04_2021

ZONING

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



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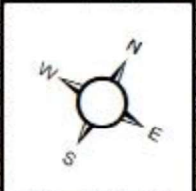
Parcel ID R22423

Future Land Use - Office Neighborhood Business



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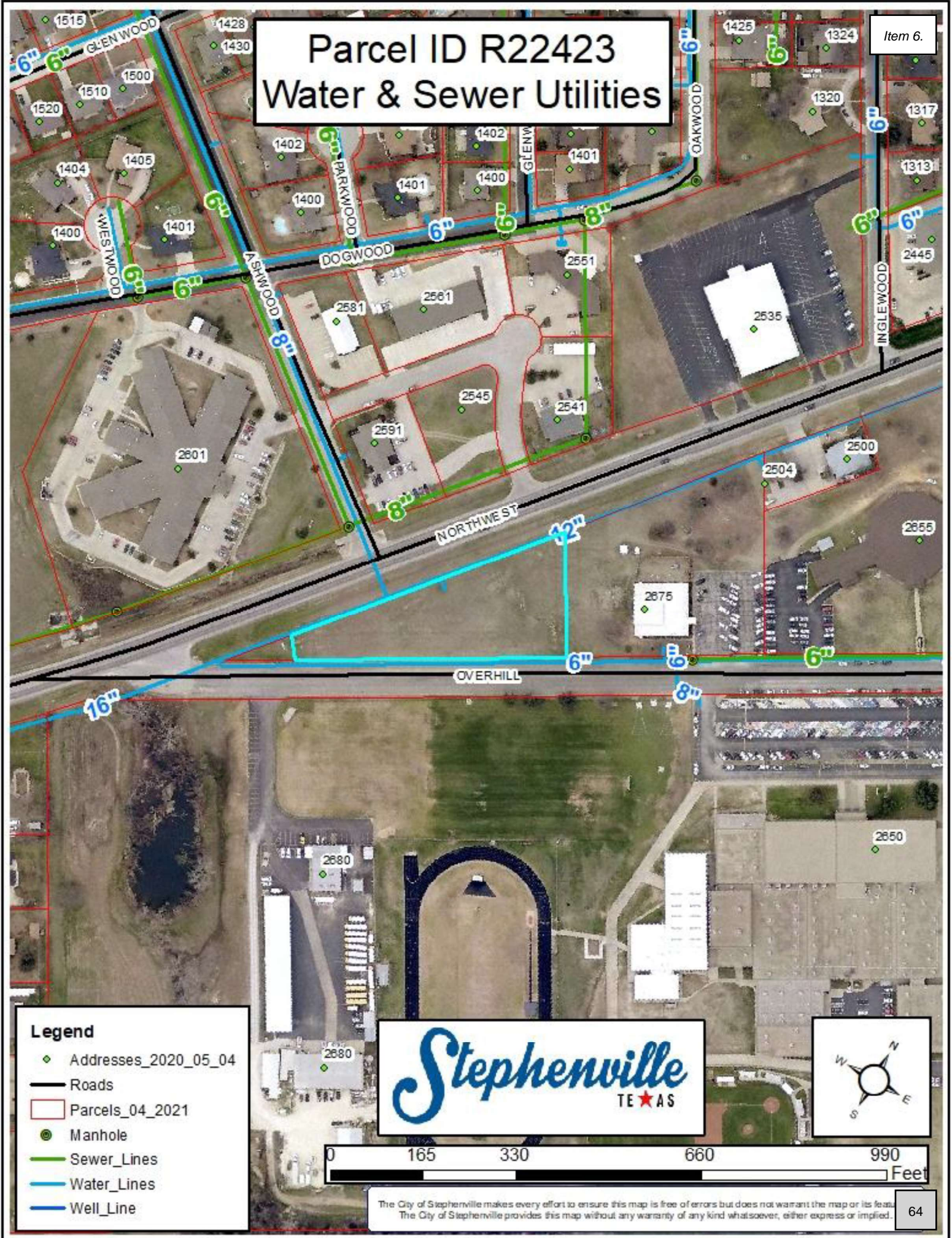
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- Parcels_04_2021
- Future Use**
- Ag/Open Space
- Office/Neighbor_Bus
- Commercial
- Cent Business Dist
- City/Tarleton/SISD
- Downtown
- Industrial
- Planned Development
- Single Family
- 1_2 Family
- Multi-Fam/Resident
- Duplex/Townhome
- Manufact Homes



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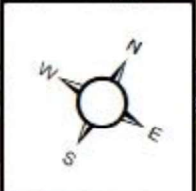
Parcel ID R22423 Water & Sewer Utilities

Item 6.



Legend

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- ▭ Parcels_04_2021
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line



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

Parcel R22423 Addresses

| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|---------------------|--|---------------------|--------------|-------|------------|
| R000022422 | 2535 NORTHWEST LOOP | HILLCREST CHURCH OF CHRIST | 2535 NORTHWEST LOOP | STEPHENVILLE | TX | 76401-0000 |
| R000068795 | 2591 NORTHWEST LOOP | KN DENTAL CLINIC INC | 2591 NW LOOP | STEPHENVILLE | TX | 76401 |
| R000075182 | 2545 NORTHWEST LOOP | MEC HOLDINGS LLC | 2545 N W LOOP | STEPHENVILLE | TX | 76401 |
| R000022423 | 2675 OVERHILL DR | OAKDALE UNITED METHODIST NON-PROFIT | 2675 OVERHILL DR | STEPHENVILLE | TX | 76401 |
| R000022424 | 2675 OVERHILL DR | OAKDALE UNITED METHODIST NON-PROFIT | 2675 OVERHILL DR | STEPHENVILLE | TX | 76401 |
| R000068794 | 2541 NORTHWEST LOOP | STANPHILL DAVID LEE & DEBRA HOPE | 2541 NORTHWEST LOOP | STEPHENVILLE | TX | 76401 |
| R000073709 | 2675 OVERHILL DR | STEPHENVILLE ISD | 2655 W OVERHILL | STEPHENVILLE | TX | 76401 |
| R000022339 | 2850 OVERHILL DR | STEPHENVILLE ISD | 2655 W OVERHILL DR | STEPHENVILLE | TX | 76401-0000 |
| R000062597 | 2601 NORTHWEST LOOP | STEPHENVILLE REAL ESTATE INVESTMENTS INC | PO BOX 56607 | ATLANTA | GA | 30343 |
| R000068796 | 0 NORTHWEST LOOP | TANGLEWOOD BUSINESS PARK ASSOC | 2591 NORTHWEST LOOP | STEPHENVILLE | TX | 76401 |



STAFF REPORT

SUBJECT: Case No.: PD2021-001

Property owner Taylor Kanute of Harbin Street LLC is requesting a rezone of property 0 S. Harbin Drive, Parcel R73763, of SOUTH SIDE ADDITION, BLOCK 19, LOT 15, of the City of Stephenville, Erath County, Texas, from (B-2) Retail and Commercial Business to (PD) Planned Development.

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

RECOMMENDATION:

On May 19, the Planning and Zoning Commission convened to evaluate the Development Plan and related submittals for a recommendation to City Council. The Commission, by a vote of 5/1, voted to recommend approval of the PD contingent upon the condition that a replat be submitted and approved within 30 days of Council action.

BACKGROUND:

APPLICANT REQUEST:

The intended project for the requested zoning is for the construction of townhome dwellings.

Mr. Kanute presented a conceptual plan to the Planning and Zoning Commission on March 17, 2021. The applicant will now present the development plan and project schedule for further review and formal action. It should be noted that the PD request has changed in nature from the original conceptual plan. Under this plan, the applicant is requesting that approximately four acres be rezoned to PD while the remaining portion of the parcel is left as currently zoned for the future development. The property will need to be replatted into two parcels to allow the rezoning necessary for the current and future project. By ordinance, a request to rezone is to be acted upon prior to replatting; therefore, should the Commission recommend approval of the request, it is suggested that the approval be upon the condition that a replat will be completed within 30 days of the final action to approve.

CURRENT ZONING:

B-2 – Retail and Commercial

FUTURE LAND USE:

Commercial

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.

WATER:

The property is served by a 12” city water main in Swan.

SEWER:

Sanitary sewer mains are in the vicinity.

STREET:

The property is served by Swan and Harbin streets.

ZONING AND LAND USE:

| Location | Zoning | Future Land Use |
|-----------------|-----------------------------|------------------------|
| Subject Site | (B-2) Retail and Commercial | Commercial |

| | | |
|-------|------------------------------|------------------------|
| North | (CTS) City, Tarleton, School | City, Tarleton, School |
| South | (I) Industrial | Commercial |
| East | (I) Industrial | Commercial |
| West | (I) Industrial | Commercial |

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) Modify the recommendation of the Planning and Zoning Commission and approve the rezoning request designating an alternate classification.
- 3) Over-rule the recommendation of the Planning and Zoning Commission and deny the request for rezoning.



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

mtg. 3/17/2021

Item 8.

NO. 3935

ZONING AMENDMENT APPLICATION

CITY OF STEPHENVILLE

APPLICANT/OWNER: TAYLOR KANUTE - HARBIN STREET LLC
First Name Last Name

ADDRESS: 159 S. GRAHAM ST. 254-918-7500
Street/P.O. Box Phone No.

Parcel # R73763
STEPHENVILLE TX 76401
City State Zip Code

2. PROPERTY DESCRIPTION: SOUTH EAST CORNER OF HARBIN & SWAN
Street Address

3. LEGAL DESCRIPTION: 15 - 19 SOUTH SIDE
Lot(s) Block(s) Addition

4. PRESENT ZONING: B2 - RETAIL AND COMMERCIAL BUSINESS
Zoning District Title

PROPOSED ZONING: PLANNED DEVELOPMENT (PD)
Zoning District Title

5. APPLICANTS REQUEST FOR ZONING CHANGE IS AS FOLLOWS:

REQUEST IS TO REZONE FROM B2 TO A PD. THE
MAJORITY OF THE PD WILL BE ATTACHED RESIDENTIAL
WITH LIMITED COMMERCIAL (RETAIL/RESTAURANT/OFFICE)

FRONTING ON HARBIN STREET.
(Attach an additional sheet if necessary)

[Signature]
Signature of Applicant

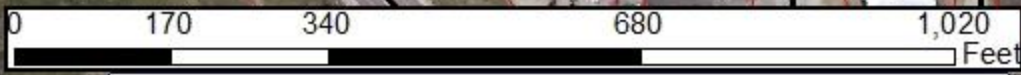
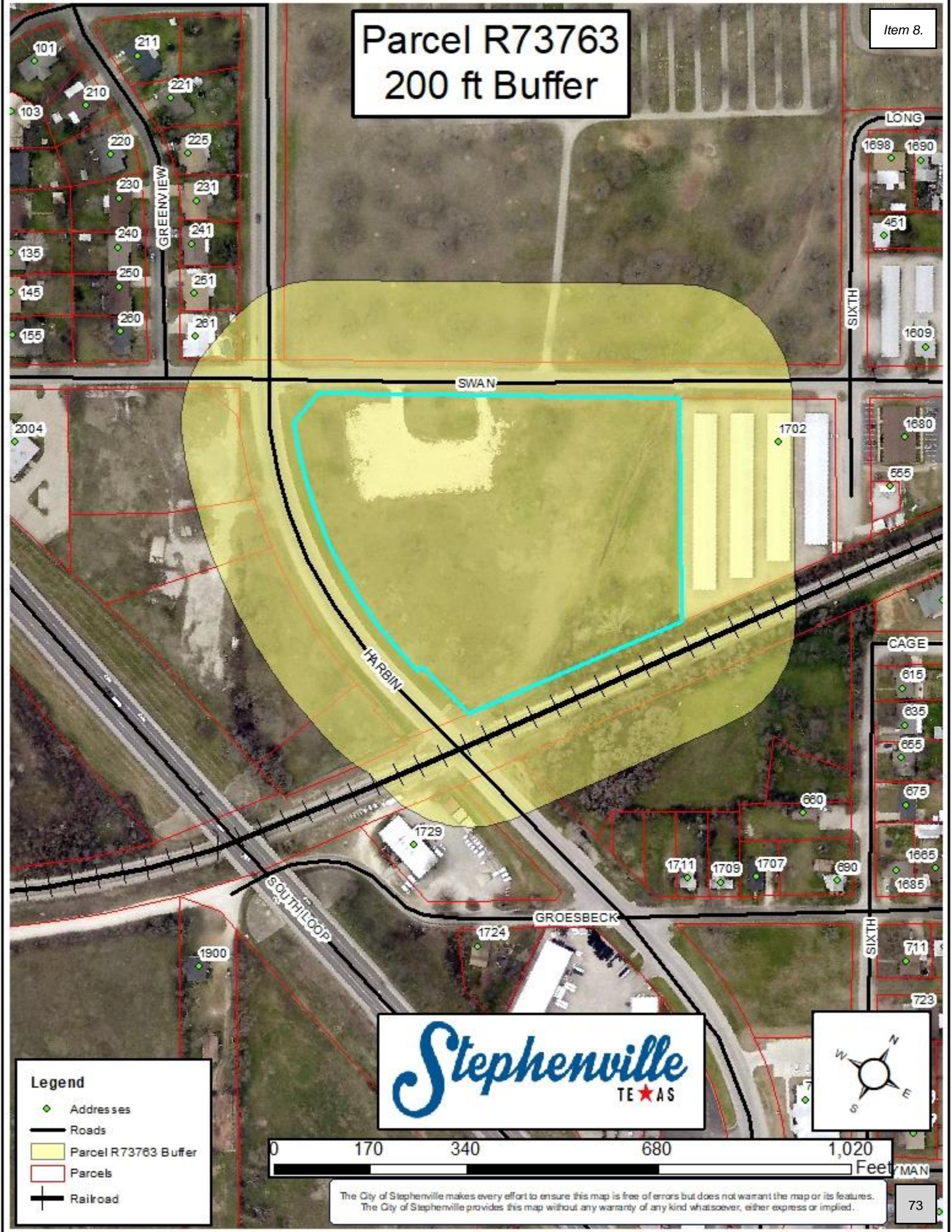
2-19-21
Date

[Signature]
Signature of City Official Received

2-23-21
Date Received

Parcel R73763 200 ft Buffer

Item 8.

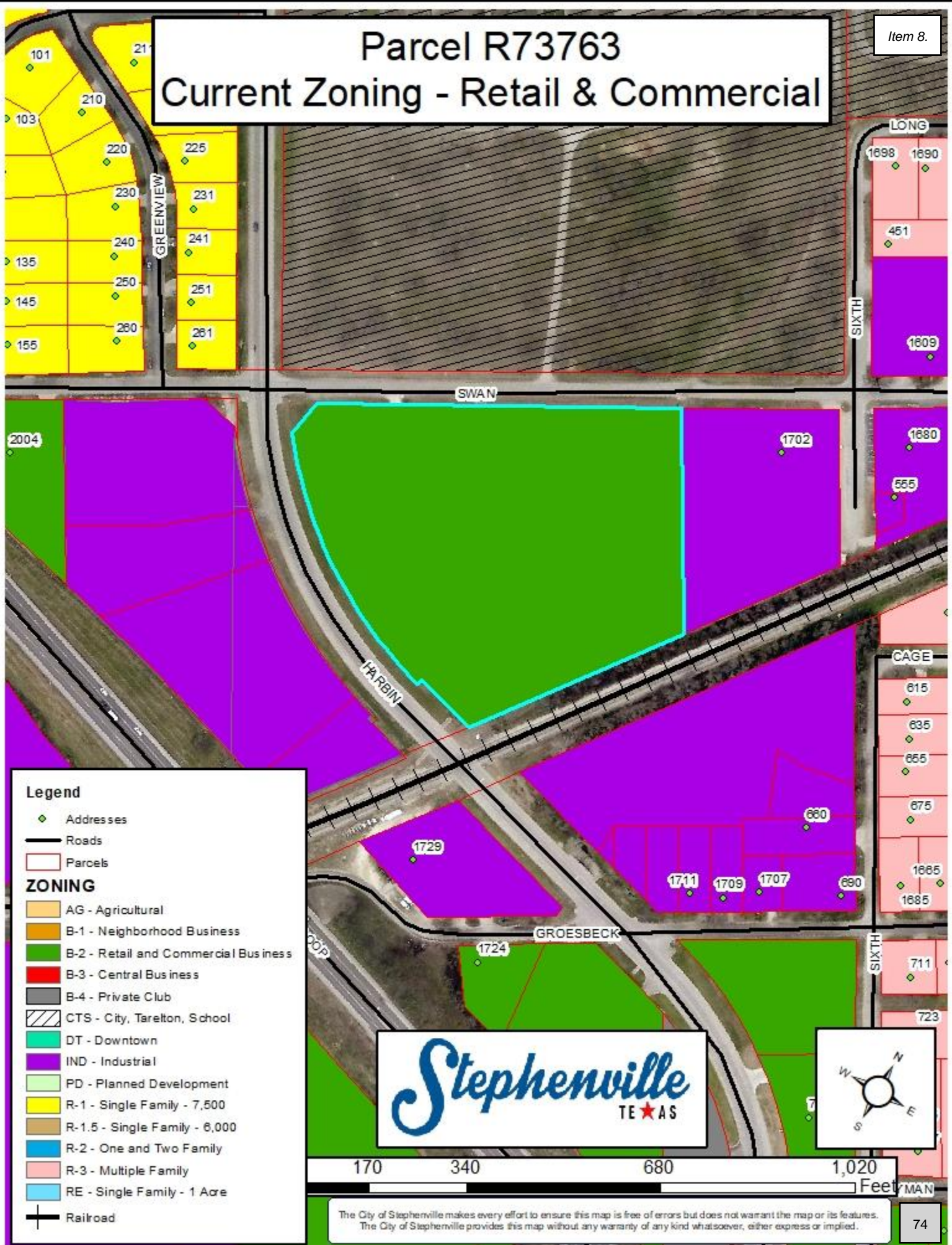


The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel R73763

Current Zoning - Retail & Commercial

Item 8.



Legend

- ◆ Addresses
- Roads
- ▭ Parcels

ZONING

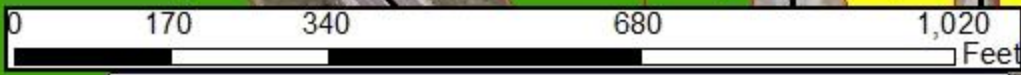
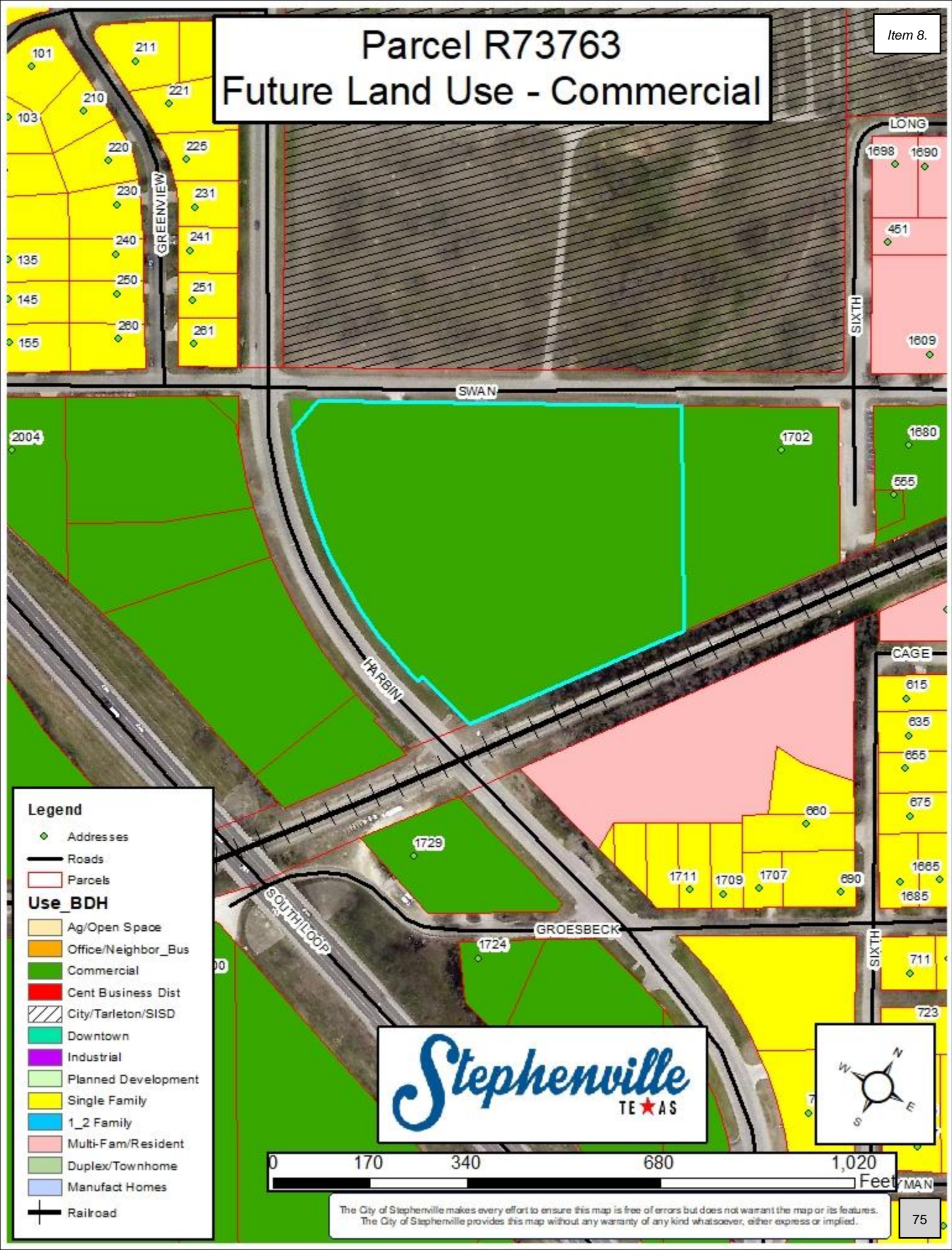
- AG - Agricultural
- B-1 - Neighborhood Business
- B-2 - Retail and Commercial Business
- B-3 - Central Business
- B-4 - Private Club
- CTS - City, Tareyton, School
- DT - Downtown
- IND - Industrial
- PD - Planned Development
- R-1 - Single Family - 7,500
- R-1.5 - Single Family - 6,000
- R-2 - One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



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

Parcel R73763 Future Land Use - Commercial

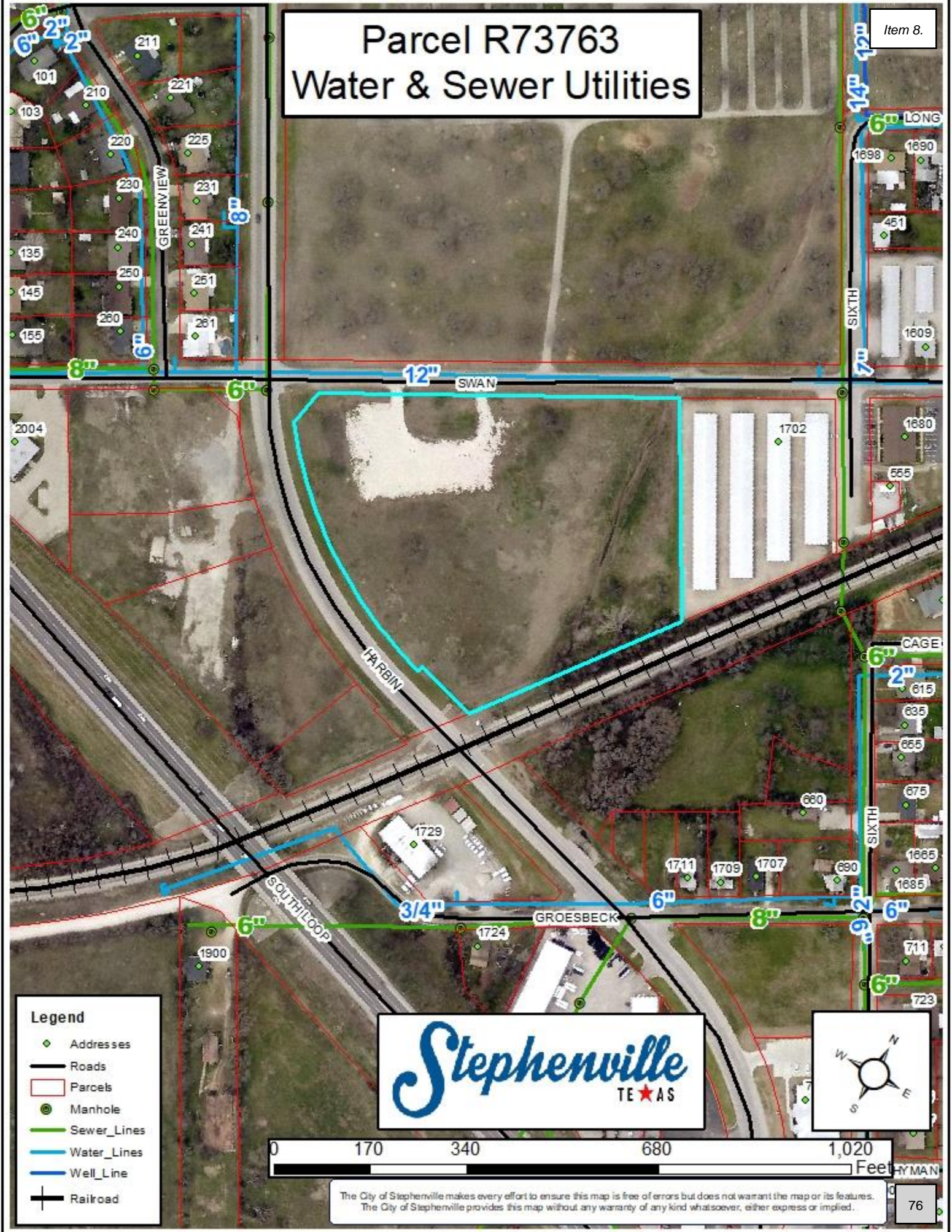
Item 8.



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

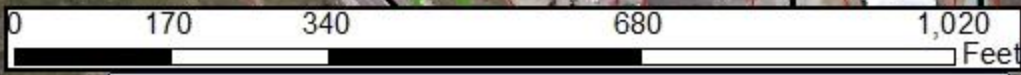
Parcel R73763 Water & Sewer Utilities

Item 8.



Legend

- ◆ Addresses
- Roads
- Parcels
- Manhole
- Sewer_Lines
- Water_Lines
- Well_Line
- Railroad

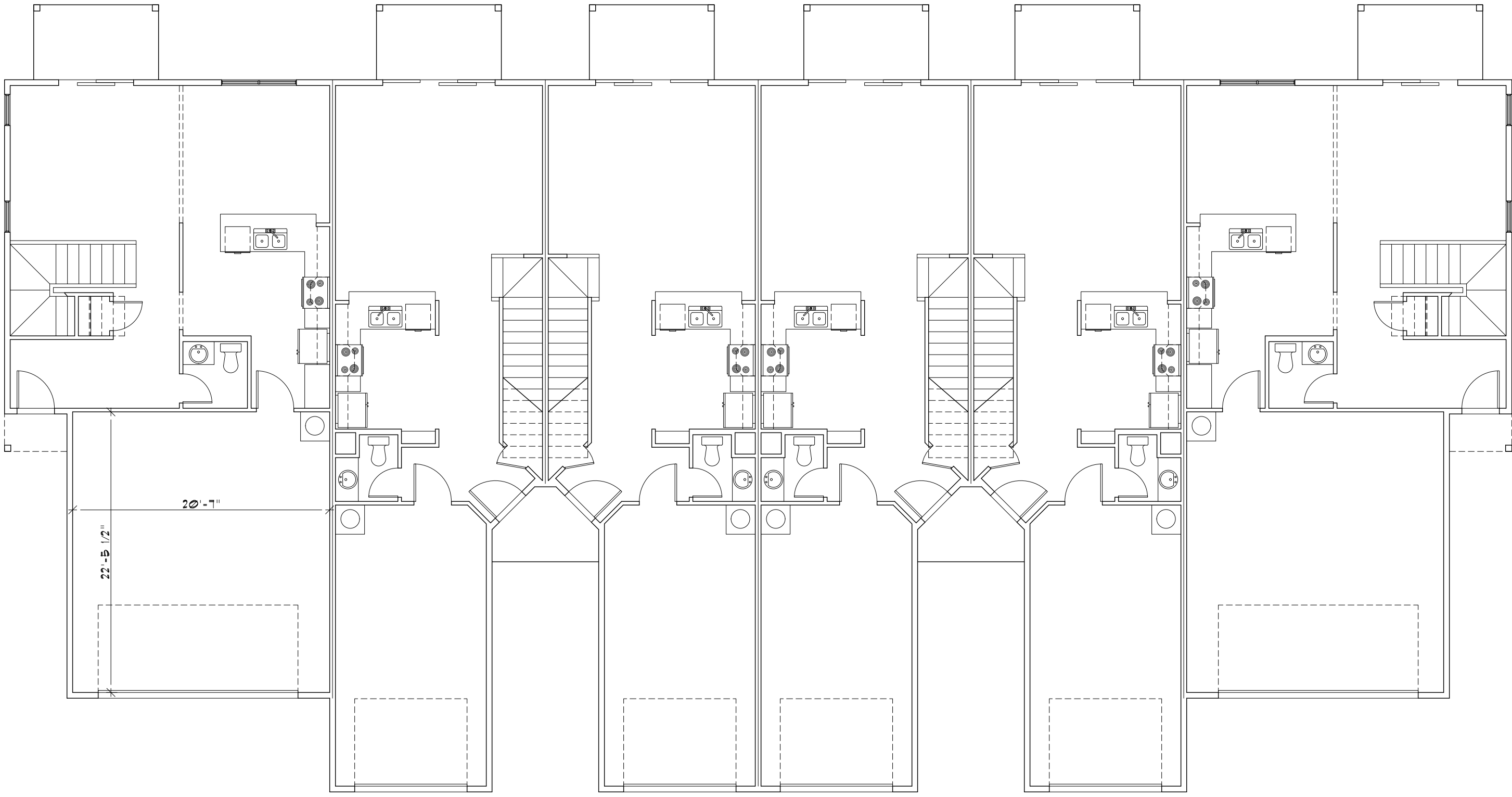


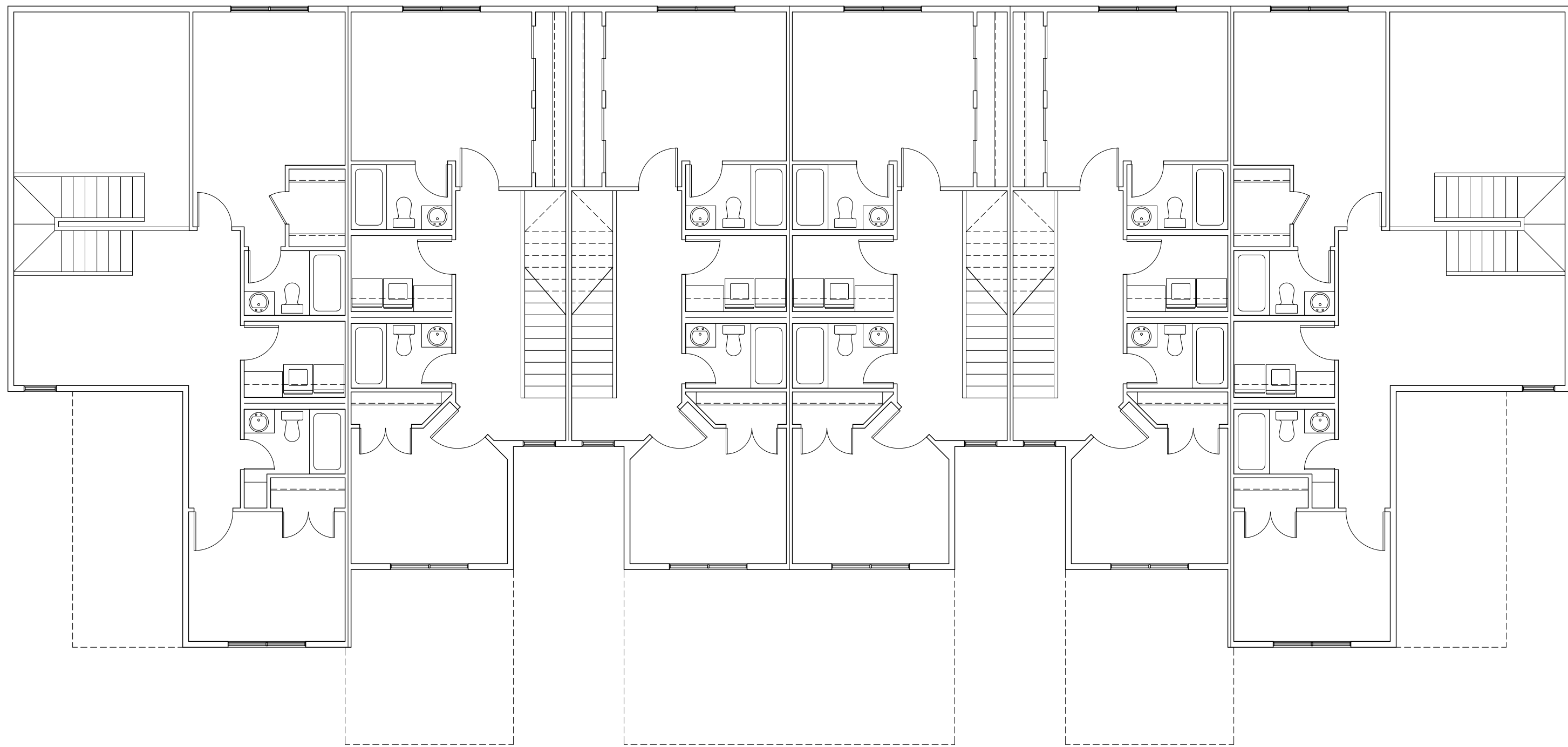
The City of Stephenville makes every effort to ensure this map is free of errors but does not warrant the map or its features. The City of Stephenville provides this map without any warranty of any kind whatsoever, either express or implied.

Parcel R73763 Addresses

| Parcel ID | Parcel Address | Parcel Owner | Owner Address | City | State | Zip Code |
|------------|--------------------------|-------------------------------------|-----------------------------|--------------|-------|------------|
| R000033593 | 1702 W SWAN ST | BACHUS JAMES O FAMILY TRUST | PO BOX 552 | STEPHENVILLE | TX | 76401-0552 |
| R000033595 | 610 SIXTH | BACHUS JAMES O FAMILY TRUST | PO BOX 552 | STEPHENVILLE | TX | 76401-0552 |
| R000063891 | 0 S HARBIN DR | CITIZENS NATIONAL BANK OF TEXAS | PO BOX 117 | WAXAHACHIE | TX | 75168 |
| R000033485 | 0 S LILLIAN | CITY OF STEPHENVILLE | 298 W WASHINGTON | STEPHENVILLE | TX | 76401-4257 |
| R000033483 | 0 S HARBIN DR | CITY OF STEPHENVILLE | 298 W WASHINGTON | STEPHENVILLE | TX | 76401-4257 |
| R000063892 | 0 W SWAN | CITY OF STEPHENVILLE | 298 W WASHINGTON | STEPHENVILLE | TX | 76401-4257 |
| R000014966 | 0 N PADDOCK & VANDERBILT | FORT WORTH & WESTERN RAILROAD | 6300 RIDGLEA PLACE STE 1200 | FORT WORTH | TX | 76116-5738 |
| R000031891 | 261 GREENVIEW DR | GIFFORD TOBY & ANGELA | 261 GREENVIEW | STEPHENVILLE | TX | 76401 |
| R000073763 | 0 S HARBIN DR | HARBIN STREET LLC | PO BOX 936 | GRANBURY | TX | 76048 |
| R000030481 | 0 S HARBIN DR | HARBIN STREET LLC | PO BOX 936 | GRANBURY | TX | 76048 |
| R000033594 | 0 S HARBIN DR | HARBIN STREET LLC | PO BOX 936 | GRANBURY | TX | 76048 |
| R000033602 | 1729 W GROESBECK | RED TO BLACK LLC | 1484 FM205 | STEPHENVILLE | TX | 76401 |
| R000076373 | 0 S HARBIN DR | STEPHENVILLE DEVELOPMENT CENTER INC | 187 W WASHINGTON | STEPHENVILLE | TX | 76401 |

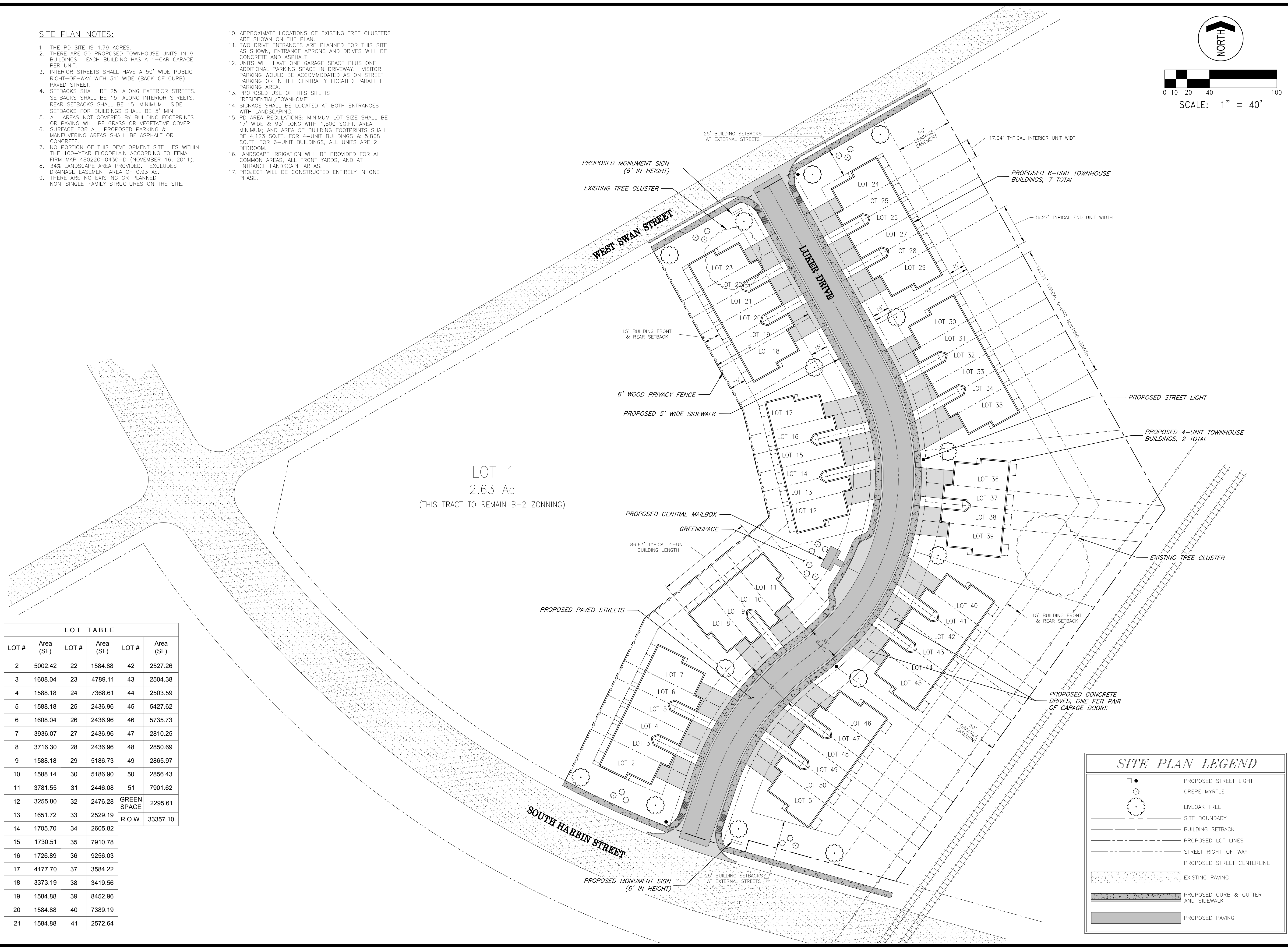
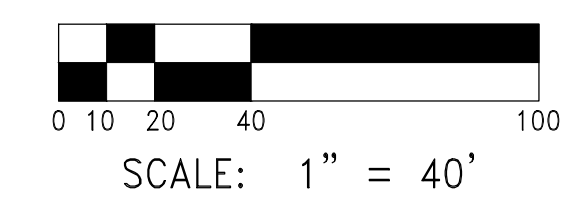
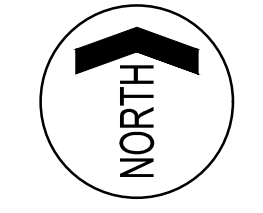






SITE PLAN NOTES:

- THE PD SITE IS 4.79 ACRES.
- THERE ARE 50 PROPOSED TOWNHOUSE UNITS IN 9 BUILDINGS. EACH BUILDING HAS A 1-CAR GARAGE PER UNIT.
- INTERIOR STREETS SHALL HAVE A 50' WIDE PUBLIC RIGHT-OF-WAY WITH 31' WIDE (BACK OF CURB) PAVED STREET.
- SETBACKS SHALL BE 25' ALONG EXTERIOR STREETS. SETBACKS SHALL BE 15' ALONG INTERIOR STREETS. REAR SETBACKS SHALL BE 15' MINIMUM. SIDE SETBACKS FOR BUILDINGS SHALL BE 5' MIN.
- ALL AREAS NOT COVERED BY BUILDING FOOTPRINTS OR PAVING WILL BE GRASS OR VEGETATIVE COVER.
- SURFACE FOR ALL PROPOSED PARKING & MANEUVERING AREAS SHALL BE ASPHALT OR CONCRETE.
- NO PORTION OF THIS DEVELOPMENT SITE LIES WITHIN THE 100-YEAR FLOODPLAIN ACCORDING TO FEMA FIRM MAP 480220-0430-D (NOVEMBER 16, 2011).
- 34% LANDSCAPE AREA PROVIDED. EXCLUDES DRAINAGE EASEMENT AREA OF 0.93 AC.
- THERE ARE NO EXISTING OR PLANNED NON-SINGLE-FAMILY STRUCTURES ON THE SITE.
- APPROXIMATE LOCATIONS OF EXISTING TREE CLUSTERS ARE SHOWN ON THE PLAN.
- TWO DRIVE ENTRANCES ARE PLANNED FOR THIS SITE AS SHOWN. ENTRANCE APRONS AND DRIVES WILL BE CONCRETE AND ASPHALT.
- UNITS WILL HAVE ONE GARAGE SPACE PLUS ONE ADDITIONAL PARKING SPACE IN DRIVEWAY. VISITOR PARKING WOULD BE ACCOMMODATED AS ON STREET PARKING OR IN THE CENTRALLY LOCATED PARALLEL PARKING AREA.
- PROPOSED USE OF THIS SITE IS "RESIDENTIAL/TOWNHOME".
- SIGNAGE SHALL BE LOCATED AT BOTH ENTRANCES WITH LANDSCAPING.
- PD AREA REGULATIONS: MINIMUM LOT SIZE SHALL BE 17' WIDE & 93' LONG WITH 1,500 SQ.FT. AREA MINIMUM; AND AREA OF BUILDING FOOTPRINTS SHALL BE 4,123 SQ.FT. FOR 4-UNIT BUILDINGS & 5,868 SQ.FT. FOR 6-UNIT BUILDINGS. ALL UNITS ARE 2 BEDROOM.
- LANDSCAPE IRRIGATION WILL BE PROVIDED FOR ALL COMMON AREAS, ALL FRONT YARDS, AND AT ENTRANCE LANDSCAPE AREAS.
- PROJECT WILL BE CONSTRUCTED ENTIRELY IN ONE PHASE.



LOT 1
2.63 Ac
(THIS TRACT TO REMAIN B-2 ZONING)

| LOT TABLE | | | | | |
|-----------|-----------|-------|-----------|-------|---------------------|
| LOT # | Area (SF) | LOT # | Area (SF) | LOT # | Area (SF) |
| 2 | 5002.42 | 22 | 1584.88 | 42 | 2527.26 |
| 3 | 1608.04 | 23 | 4789.11 | 43 | 2504.38 |
| 4 | 1588.18 | 24 | 7368.61 | 44 | 2503.59 |
| 5 | 1588.18 | 25 | 2436.96 | 45 | 5427.62 |
| 6 | 1608.04 | 26 | 2436.96 | 46 | 5735.73 |
| 7 | 3936.07 | 27 | 2436.96 | 47 | 2810.25 |
| 8 | 3716.30 | 28 | 2436.96 | 48 | 2850.69 |
| 9 | 1588.18 | 29 | 5186.73 | 49 | 2865.97 |
| 10 | 1588.14 | 30 | 5186.90 | 50 | 2856.43 |
| 11 | 3781.55 | 31 | 2446.08 | 51 | 7901.62 |
| 12 | 3255.80 | 32 | 2476.28 | | GREEN SPACE 2295.61 |
| 13 | 1651.72 | 33 | 2529.19 | | R.O.W. 33357.10 |
| 14 | 1705.70 | 34 | 2605.82 | | |
| 15 | 1730.51 | 35 | 7910.78 | | |
| 16 | 1726.89 | 36 | 9256.03 | | |
| 17 | 4177.70 | 37 | 3584.22 | | |
| 18 | 3373.19 | 38 | 3419.56 | | |
| 19 | 1584.88 | 39 | 8452.96 | | |
| 20 | 1584.88 | 40 | 7389.19 | | |
| 21 | 1584.88 | 41 | 2572.64 | | |

SITE PLAN LEGEND

- PROPOSED STREET LIGHT
- CREPE MYRTLE
- LIVEOAK TREE
- SITE BOUNDARY
- BUILDING SETBACK
- PROPOSED LOT LINES
- STREET RIGHT-OF-WAY
- PROPOSED STREET CENTERLINE
- EXISTING PAVING
- PROPOSED CURB & GUTTER AND SIDEWALK
- PROPOSED PAVING

3435 CUREY LANE
AUBURN, TX 76606
325-695-1070

1508 SANTA FE DR, STE 204
WEATHERFORD, TX 76086
817-594-9880

1014 BROADWAY STREET
LUBBOCK, TX 79401
806-368-6375

JACOB MARTIN
FIRM# F-2148

KEEWAYDIN DEVELOPMENTS, LLC.
TARLETON CROSSING
DEVELOPMENT PLAN

| | | | | | | | | | | |
|---------|----------|----------|--|-------|----------|------|-------|------|---------|------|
| DATE | SCALE | 1" = 40' | PROJECT # | 21212 | DESIGNED | R.M. | DRAWN | R.M. | CHECKED | T.F. |
| NO. | REVISION | | BAR IS ONE INCH IN LENGTH ON ORIGINAL DRAWING. CHECK SCALE & ADJUST ACCORDINGLY. | | | | | | | |
| SHEET 1 | | | | | | | | | | |
| SEQ. | | | | | | | | | | |

Tarleton Crossings Planned Development Timeline

1. Predevelopment:

Upon full approval by the Stephenville City Council, it is the intent of the Developer to produce and submit final engineering plans and building plans to the Building Department for review. Once approved, the Developer will immediately begin construction of all civil improvements (roads, utilities, drainage, etc...). The development consists of a combination of four and six-unit town home buildings. There are two floorplans per building that are both 2 bedroom and 2.5 bathrooms. The interior units will have a one car garage and the end units will have a two car garage. All buildings will have uniform exteriors consisting of a combination of lap siding as well as board and baton siding with asphalt shingled roofs. The building materials will either be a Hardie or LP product. A high-resolution rendering of a six-unit building has been submitted to the development packet. All civil improvement details can be found under "Site Plan Notes" on the engineered plans.

2. Civil Improvements:

Once final engineering has been approved, the Developer will begin construction on all civil improvements and complete them in one phase.

3. General Construction:

The Developer plans to commence construction on the first 2-4 buildings as soon as permits are approved and issued. Construction of each building is estimated at approximately 90 days. After evaluating past development projects and well as projects currently under construction, the Developer anticipates the completion of all 50 residential units within 18 months of initial construction. Upon approval of the Planned Development, the Developer will produce a more defined development timeline including start and completion dates.



COMMITTEE REPORT

REPORT TYPE: Finance Committee Report

MEETING: May 18

Present: Justin Haschke, chair; Brandon Huckabee, Brady Pendleton, Ricky Thurman

Absent:

DEPARTMENT: Administration

STAFF CONTACT: Jason King, Assistant City Manager

WAIVER FOR HABITAT FOR HUMANITY

On Tuesday May 18, 2021, the Finance Committee held a discussion regarding a waiver request for \$3,003.60 in landfill fees by Erath County Habitat for Humanity. After discussion was held, a motion was made and seconded to forward to City Council a positive recommendation to grant the waiver request.



City of Stephenville - Regular City Council Meeting

Tuesday, March 5, 2019 at 5:30 PM

The City Council of the City of Stephenville, Texas, convened on Tuesday, March 5, 2019, at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

Mayor Doug Svien
 Council Member Mark McClinton
 Council Member Carla Trussell
 Mayor Pro Tem Brady Pendleton
 Council Member Rhett Harrison
 Council Member Alan Nix
 Council Member Sherry Zachery
 Council Member Brandon Huckabee

COUNCIL ABSENT:

OTHERS ATTENDING:

Allen L. Barnes, City Manager
 Staci L. King, City Secretary
 Randy Thomas, City Attorney

I. Call to Order

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

II. Pledges of Allegiance

Battalion Chief Chuck Elliot led the pledges of allegiance.

III. Invocation by David Bearden, Graham Street Church of Christ

IV. Regular Agenda

1. Citizens' General Discussion

Michael Martin, 8845 FM 205, Senior Citizens Advisory Board Chairman, addressed the council wanting clarification on the role of the advisory board. Mayor Svien suggested Mr. Martin meet with Nominations Committee Chair Rhett Harrison and that the Nominations Committee meet to consider clarifying the role of advisory boards.

2. Rotary Youth Leadership Awards Leadership Camp - Burton Smith

Mr. Burton Smith informed the council that, after 18 years of being hosted at Texas Woman's University, the Rotary Youth Leadership Awards Leadership Camp will now be hosted in Stephenville at Tarleton State University in June. The camp will include various activities such as a mock city council meeting and community service projects. The community service project for this year will be held at the Collins Street park on the Bosque River Trail. The Rotary Club is providing \$3,000 in landscaping materials that will

be matched by the City of Stephenville. The camp will take place the last weekend in June and will be attended by 135-150 high school juniors and seniors.

3. **Parks and Leisure Services Update**

Jen Basham, Director of Parks and Leisure Services, presented council with an update of programs and services.

4. **Consider Approval of Professional Services Agreement with David Pettit Economic Development, LLC Relating to the Creation of Tax Increment Reinvestment Zone (TIRZ)**

Council member Nix asked for clarification on what funds from a TIRZ could be spent on. It was explained that state law outlines what monies from a TIRZ can be spent on and that those monies must be reinvested in the designated.

Council member Zachary wanted to see maps of the areas that would be designated as a TIRZ before entering into a contract to create any TIRZs. Allen Barnes, City Manager, explained that while the city has three proposed zones, the contract includes the evaluation of those zones. He stated that once evaluated, David Pettit Economic Development, LLC, may advise the city that the proposed zones should be adjusted or changed completely.

Mayor Svien explained that the reason this issue has been brought to the council so quickly is that there is a developing project for which the city should create a TIRZ, which requires a strict timeline for creation and implementation. He also explained that by contracting for the creation of three TIRZs, the associated fees would be less per TIRZ.

Mayor Svien tabled this item until after executive session so that the council could discuss this item in relation to Project CS.

MOTION by Carla Trussell, second by Brandon Huckabee, to approve a contract with David Pettit Economic Development, LLC, for the creation of three TIRZs; TIRZ 1 being created immediately and TIRZ 2 and 3 to be completed within the next three years; the total cost not to exceed \$75,000.

MOTION CARRIED by unanimous vote.

V. **Planning and Zoning Commission**

Jeremy Allen, Director of Planning and Development Services

1. **Planning and Zoning Commission Report**

Jeremy Allen, Director of Planning and Development Services, gave the Planning and Zoning Commission Report.

2. **PUBLIC HEARING**

CASE NO. ZA2019-001: Consider an Amendment the Zoning Ordinance by adding "Sweepstakes Facility" as a Conditional Use (Special Use Permit) in the Permitted Uses within the Retail and Commercial Business District (B-2).

Mayor Svien opened the public hearing at 6:15 p.m.

No one came forward to speak in favor of or opposition to the amendment.

Mayor Svien closed the public hearing at 6:16 p.m.

3. **Consider Ordinance No 2019-O-__ Adding "Sweepstakes Facility" as a Special Use Permit within the Retail and Commercial Business District (B-2)**

The Planning and Zoning Commission voted against adding "Sweepstakes Facility" as a Special Use Permit within the Retail and Commercial Business District (B-2). Randy Thomas, City Attorney, advised council that this was an illegal operation in his opinion.

MOTION by Alan Nix, second by Rhett Harrison, to uphold the Planning and Zoning Commission's ruling to not amend the zoning ordinance.

MOTION CARRIED by unanimous vote.

4. **PUBLIC HEARING**

CASE NO. SV2019-001: Applicant Alex Fambro is requesting a subdivision waiver from the City of Stephenville Zoning Ordinance 155.6.11.A Sidewalk Requirements to be constructed at 942 Bluebonnet

Mayor Svien opened the public hearing at 6:21 p.m.

No one came forward to speak in favor of or opposition to the amendment.

Mayor Svien closed the public hearing at 6:21 p.m.

5. **Consider Approval of a Waiver from the City of Stephenville Zoning Ordinance Section 155.6.11 Sidewalks**

The Planning and Zoning Commission Council member voted 6-3 in favor of the waiver.

Council member Mark McClinton expressed concern over granting waivers to the subdivision ordinance; he felt that the city needed to enforce what was in place. Council member Alan Nix agreed. Council member Brandon Huckabee felt that it was a common-sense decision to grant the waiver because there are no other sidewalks in the area.

MOTION by Brady Pendleton, second by Carla Trussell, to approve a waiver from the City of Stephenville Zoning Ordinance Section 155.6.11 *Sidewalks*.

MOTION CARRIED by the following votes:

Ayes: Carla Trussell, Brady Pendleton, Rhett Harrison, Sherry Zachery, and Brandon Huckabee

Noes: Mark McClinton and Alan Nix

6. **PUBLIC HEARING**

CASE NO.: ZA2019-002: Consider an Amendment to the Stephenville Zoning Ordinance "Sign Regulations" Section 154.12 -11 Prohibited Signs and Repealing Section 154.21.3.D to Remove a Special Exception for Off-premises Signs (Billboards).

Mayor Svien opened the public hearing at 6:27 p.m.

Tommy Roberts, Lamar Outdoor Advertising, addressed the council and stated that he felt it was probably a good idea to take a short break and revisit the ordinance. He felt it would give the council and citizens time to decide where they would want billboards and weigh the benefits versus the aesthetics of billboards.

No one else came forward to address the council.

Mayor Svien closed the public hearing at 6:16 p.m.

7. **Consider Approval of Ordinance No. 2019-O-03 Amending Section 154.12-11 and Repealing Sections 154.21.3.D and 154.12-55 of the City of Stephenville Zoning Ordinance**

The Planning and Zoning Commission voted 9-1 to amend the sign ordinance by disallowing billboards.

MOTION by Brandon Huckabee, second by Mark McClinton, to approve Ordinance No. 2019-O-03.

MOTION CARRIED by unanimous vote.

VI. Tourism and Visitors Bureau Committee

Carla Trussell, Chair

1. **Committee Report**

Carla Trussell, Chair, gave the committee report.

2. **Consider Hotel Occupancy Tax Application for the SOX Baseball Tournament**

Keith Phillips, representative of SOX Baseball, stated that this is their 6th year for the tournament and that this would be the largest tournament they have hosted so far with 530 participants and family members in town on Saturday and Sunday.

MOTION by Carla Trussell, second by Sherry Zachery, to approve the Hotel Occupancy Tax Fund Application for the SOX Baseball Tournament in the amount of \$1,800.

MOTION CARRIED by unanimous vote.

3. **Consider Hotel Occupancy Tax Application for X-Treme Roping Cowboy Classic**

MOTION by Carla Trussell, second by Sherry Zachery, to approve the Hotel Occupancy Tax Fund Application for X-Treme Roping Cowboy Classic in the amount of \$2,000.

MOTION CARRIED by unanimous vote.

4. **Consider Hotel Occupancy Tax Application for X-Treme Roping Cinco de Mayo Classic**

MOTION by Carla Trussell, second by Rhett Harrison, to approve the Hotel Occupancy Tax Fund Application for X-Treme Roping Cinco de Mayo Classic in the amount of \$1,000.

MOTION CARRIED by unanimous vote.

VII. Planning and Development Services Committee

Brandon Huckabee, Chair

1. **Committee Report**

Brandon Huckabee, Chair, gave the committee report.

2. **Consider Request from Habitat for Humanity for Waiver of Landfill Fees for 754 W. Sloan**

MOTION by Brandon Huckabee, second by Mark McClinton, to approve the request from Habitat for Humanity for a waiver of landfill fees for 754 W. Sloan not to exceed \$1,500.

MOTION CARRIED. by the following votes:

Ayes: Mark McClinton, Brady Pendleton, Rhett Harrison, and Brandon Huckabee

Noes: Carla Trussell, Alan Nix, and Sherry Zachery

3. **Consider Request from Habitat for Humanity for Waiver of Permit Fees for 244 W. Walnut**

MOTION by Brandon Huckabee, second by Mark McClinton, to approve a request from Habitat for Humanity for a waiver of permit fees for the project at 244 W. Walnut.

MOTION CARRIED by unanimous vote.

VIII. Nominations Committee Report

Rhett Harrison, Chair

1. **Committee Report**

Rhett Harrison, Chair, gave the committee report.

2. **Consider Adoption of an Official Logo for the City of Stephenville**

MOTION by Rhett Harrison, second by Alan Nix, to adopt the official city logo.

MOTION CARRIED by unanimous vote.

3. **Consider Approval of the City of Stephenville's "Road to Success" Strategy Map**

MOTION by Rhett Harrison, second by Sherry Zachery, to approve the City of Stephenville "Road to Success" Strategy Map.

MOTION CARRIED by unanimous vote.

IX. Parks and Leisure Services Committee Report

Sherry Zachery, Chair

1. **Committee Report**

Sherry Zachery, Chair, gave the committee report. The committee met in executive session to discuss the acquisition of real property - no action was taken.

X. Personnel Committee

Sherry Zachery, Chair

1. **Committee Report**

Sherry Zachery, Chair, gave the committee report.

2. **Consider Approval of Amendments to the City of Stephenville Personnel Policies and Procedure Manual**

MOTION by Sherry Zachery, second by Brandon Huckabee, to approve the changes to the City of Stephenville Personnel Policies and Procedures Manual.

MOTION CARRIED by unanimous vote.

XI. Public Health and Safety Committee

Brady Pendleton, Chair

1. **Committee Report**

Brady Pendleton, Chair, gave the committee report.

2. **Consider Approval of Ordinance No. 2019-O-04 Amending the Parking Ordinance**

MOTION by Brady Pendleton, second by Alan Nix, to approve Ordinance No. 2019-O-04 amending the Parking Ordinance.

MOTION CARRIED by unanimous vote.

XII. Public Works Committee

Alan Nix, Chair

1. Committee Report

Alan Nix, Chair, gave the committee report.

2. Consider Approval of a Contract for Resident Project Representative Services for the Eastside Relief Interceptor Sewer Influent Lift Station

MOTION by Alan Nix, second by Mark McClinton, to approve a contract with Parkhill Smith and Cooper for Resident Project Representative Services for the Eastside Relief Interceptor Sewer Influent Lift Station.

MOTION CARRIED by unanimous vote.

3. Consider Approval of a Professional Services Agreement for 2020 TxDOT Pavement and Utility Coordination Project

MOTION by Alan Nix, second by Mark McClinton, to approve a Professional Services Agreement with Burns and McDonnell Engineering for the 2020 TxDOT Pavement and Utility Coordination Project.

MOTION CARRIED by unanimous vote.

XIII. MONTHLY BUDGET REPORT

Monica Harris, Director of Finance

Monthly Budget Report for the Period Ending January 31, 2019

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

In reviewing the financial statements ending January 31, 2019, the financial indicators are as or better than expected.

- Property Tax - We received \$2.88 million in property taxes in the month of January, resulting in a \$292K or 5.4% increase over funds collected through January last year.
- Sales Tax - We received \$518K in sales tax in January, resulting in \$8K under the target budget for January. We received \$42K or 2.3% more than last year.
- HOT Funds -We received \$44K in Hotel Occupancy Tax revenue through January. Last year we received \$74K in Hotel Occupancy Tax revenue due to more early payments. We spent \$53K in Hotel Occupancy Tax funds through January as compared to \$22K last year due to wages and advertising.
- Revenue (Budgetary comparison) -The target budget for operating revenue is \$8.5 million. We received \$11.9 million in revenue through January, resulting in \$3.4 million over budget. This is a result of property taxes; which were due by January 1st and delinquent if not paid by January 31st.
- Expenditures (Budgetary comparison) - The target budget for operating expenditures is \$6.8 million. We expended \$6.3 million through January, resulting in \$499K under budget.
- Revenue (Prior year comparison) - Operating revenue received last year was \$11.3 million as compared to the current year's \$11.9 million, resulting in a \$519K increase due to property taxes, sales taxes, and investment interest.
- Expenditures (Prior year comparison) - Operating expenditures last year were \$6.1 million as compared to the current year's \$6.3 million, resulting in a \$152K increase. Additional expenditures included the Balanced Scorecard Training, the salary survey, the special

election, outside professional fees, maintenance, Child Safety grants, wages and advertising in the HOT Fund, and wages and economic development programs in the SEDA Fund.

- New Programs - A purchase order has been issued for the rescue jacks. The water, sewer, and storm management plans are still in progress, as are the Eastside Sewer and the Garfield Tank rehabilitation.

XIV. Stephenville Type B Economic Development Authority Update

Jeff Sandford, Executive Director, stated that SEDA has been utilizing Retail Coach to target specific locations in the city to gather data for future development. He stated that there are currently two LOIs (letters of interest) in Project CS, and in other developments. He expressed SEDA's support in the creation of Tax Increment Reinvestment Zones (TIRZ).

XV. CONSENT

1. City Council Minutes

- Regular City Council Meeting - 05 Feb 2019
- Special City Council Meeting - 12 Feb 2019
- City Council Work Session - 12 Feb 2019

2. Consider Approval of Order of Election (Amended)

3. Consider Acceptance of the Stephenville Fire Department's 2018 Racial Profiling Report

4. Consider Approval of Resolution No. 2019-R-08 Accepting the Garfield Ground Storage Tank Rehabilitation Project

5. Consider Approval of Resolution No. 2019-R-09 Accepting of the 10-Inch Water Meter Replacement Project

MOTION by Mark McClinton, second by Carla Trussell, to approve the consent agenda as presented.

MOTION CARRIED by unanimous vote.

XVI. Comments by City Administrator

- Council Committee Meetings - Tuesday, March 19 at 5:30 p.m.
- Last Day to Register to Vote - Thursday, April 4
- Early Voting Begins Monday, April 22

XVII. Comments by Council members

Mark McClinton wanted to remind everyone about the Zonta Penny Auction and Tastings on the Trail.

Carla Trussell wanted to remind everyone about the Heirloom Plant Fair at the museum and Rajun' Cajun.

Alan Nix said "Happy birthday, Texas" in honor of Texas Independence Day.

Brandon Huckabee wanted to remind everyone about the hamburger lunch for Backpack Buddies.

XVIII. 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

- 1. **Section 551.072 - Deliberations About Real Property**
- 2. **Section 551.087 - Deliberation Regarding Economic Development Negotiations**
 - 1. **Project CS**
- 3. **Section 551.074 - Personnel Matters**
 - Annual Evaluations**
 - 1. **City Manager**
 - 2. **City Secretary**
 - 3. **City Attorney**

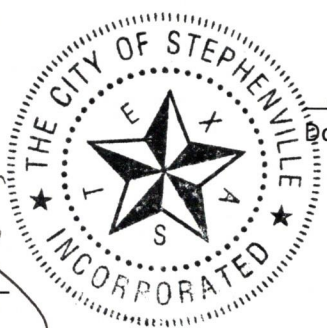
XIX. Action taken on items discussed in executive session (if necessary)
No action was taken.


XX. Adjourn
The meeting was adjourned at 9:55 p.m.

ATTEST:



Staci L. King, City Secretary





Doug Svien, Mayor



City of Stephenville
 298 W Washington St
 Stephenville, TX 76401
 Phone: 254-918-1229

INVOICE

Billed To:
 ERATH HABITAT FOR HUMANITY
 PO BOX 505
 STEPHENVILLE, TX 76401

DATE: 5/3/2021
 INVOICE #: INV00585
 DUE DATE: 6/3/2021
 TOTAL DUE: 3,003.60

CUSTOMER ACCOUNT # : LF-10136

| ITEM DESCRIPTION | UNITS | PRICE | AMOUNT |
|---------------------------|-------|----------|-----------------|
| Landfill | 1.00 | 3,003.60 | 3,003.60 |
| TOTAL THIS INVOICE | | | 3,003.60 |

REMIT TO:
 City of Stephenville
 298 W Washington St
 Stephenville, TX 76401

kpCstWsr.rpt

Customer: ERATH HABITAT FOR HUMANIT

Transactions from 04/01/2021 through 04/30/2021

User ID: BMCNELLIE

**Stephenville Landfill
Customer/Material Report**
Inbound and Outbound Tickets
Third Party and Intercompany Customers
Recycle and Disposal Material
Full Details

| Ticket | Date | Truck | In / Out | Bill Units | Cubic Yards | Tons | Est Tons | Tax | Disposal Amount | Amount |
|--------|------|-------|----------|------------|-------------|------|----------|-----|-----------------|--------|
|--------|------|-------|----------|------------|-------------|------|----------|-----|-----------------|--------|

ERATH HABITAT FOR HUMANIT - habitat for humanity

| | | | | | | | | | | |
|-----------------------------------|-----------|----------|---|----------|------|------|------|--------|----------|----------|
| BRUSH - Brush | | | | | | | | | | |
| 568231 | 4/27/2021 | SNUB TRK | I | 8.03 TON | 0.00 | 8.03 | 0.00 | \$0.00 | \$481.80 | \$481.80 |
| BRUSH - Brush | | | | | | | | | | |
| <i>1 ticket and 1 transaction</i> | | | | | | | | | | |
| | | | | 8.03 TON | 0.00 | 8.03 | 0.00 | \$0.00 | \$481.80 | \$481.80 |

LANDFILL - Landfill

| | | | | | | | | | | |
|-------------------------------------|-----------|----------|---|-----------|------|-------|------|--------|------------|------------|
| LANDFILL - Landfill | | | | | | | | | | |
| <i>6 tickets and 6 transactions</i> | | | | | | | | | | |
| 568240 | 4/27/2021 | SNUB TRK | I | 7.88 TON | 0.00 | 7.88 | 0.00 | \$0.00 | \$472.80 | \$472.80 |
| 568247 | 4/27/2021 | SNUB TRK | I | 7.74 TON | 0.00 | 7.74 | 0.00 | \$0.00 | \$464.40 | \$464.40 |
| 568260 | 4/27/2021 | SNUB TRK | I | 8.29 TON | 0.00 | 8.29 | 0.00 | \$0.00 | \$497.40 | \$497.40 |
| 568272 | 4/27/2021 | SNUB TRK | I | 8.14 TON | 0.00 | 8.14 | 0.00 | \$0.00 | \$488.40 | \$488.40 |
| 568280 | 4/27/2021 | SNUB TRK | I | 15.88 TON | 0.00 | 15.88 | 0.00 | \$0.00 | \$952.80 | \$952.80 |
| 568292 | 4/28/2021 | SNUB RK | I | 19.10 TON | 0.00 | 19.10 | 0.00 | \$0.00 | \$1,146.00 | \$1,146.00 |
| LANDFILL - Landfill | | | | | | | | | | |
| <i>6 tickets and 6 transactions</i> | | | | | | | | | | |
| | | | | 67.03 TON | 0.00 | 67.03 | 0.00 | \$0.00 | \$4,021.80 | \$4,021.80 |

ERATH HABITAT FOR HUMANIT - habitat for hum:
7 tickets and 7 transactions

| | | | | | | | | | | |
|-------------------------------------|--|--|--|------|------|-------|------|--------|------------|------------|
| Report Grand Totals | | | | 0.00 | 0.00 | 75.06 | 0.00 | \$0.00 | \$4,503.60 | \$4,503.60 |
| <i>7 tickets and 7 transactions</i> | | | | | | | | | | |

End of Report

Public Works Committee
COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 18 May 2021
Present: P6 Alan Nix, Chair; P4 Brady Pendleton; P7 Gerald Cook; P8 Brandon Huckabee
Absent: None
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

Agenda Item 1: Call to Order

Agenda Item 2: FY2020-2021 Street Improvement Priorities

Discussion: Paving streets downtown and around the courthouse in Thurber brick was discussed. It was noted that placing brick in the 100 block of Graham Avenue would require the City of Stephenville to assume the all maintenance of the pavement moving forward in perpetuity from the Texas Department of Transportation.

Committee Action: Following discussion, a motion was made by Mr. Huckabee, seconded by Mr. Cook to continue moving forward with placing brick in the 100 block of Graham Avenue on the east side of the Erath County courthouse.

Recommendation: No council action needed. No changes were recommended to previous council action.



COMMITTEE REPORT

REPORT TYPE: Development Services Committee Report

MEETING: Council Committee

Present: Brandon Huckabee, Chairman, Gerald Cook, Ricky Thurman and Daron Trussell

Absent: None

DEPARTMENT: Development Services

STAFF CONTACT: Steve Killen

HEADER TITLE 1:

The Development Services Committee convened on May 18 at 5:30 PM to define the scope of a previous assignment to staff in reviewing the zoning district permitted uses as listed in Chapter 154 - Zoning.

Councilman Huckabee provided an overview of the assignment and recommended that the project be structured to allow the Planning and Zoning Commission review three to five uses, targeting known issues. The full review of the permitted uses could then be addressed when the comprehensive plan is reviewed.

After further discussion, staff was directed to work with the Planning and Zoning Commission to bring recommendations back for City Council consideration for five permitted uses deemed most problematic.



COMMITTEE REPORT

REPORT TYPE: Nominations Committee Report

MEETING: May 18, 2021

Present: Gerald Cook, chair; LeAnn Durfey, Justin Haschke, Alan Nix

Absent:

DEPARTMENT: Administration

STAFF CONTACT: Staci L. King

CITIZEN BOARDS AND COMMISSIONS

The Nominations Committee met to discuss appointments to the Main Street Advisory Board and vacancies on the Planning and Zoning Commission, Parks and Recreation Advisory Board, and Senior Citizen Advisory Board.

Motion by Justin Hascke, second by Alan Nix, to recommend appointing the following to the Main Street Advisory Board: Tyree Slappy, Lisa Pendleton, Julie Lowrance, Rita Cook, Stephanie Beach, and Jeffrey Hamilton. Motion carried by unanimous vote.

Motion by Alan Nix, second by Justin Haschke, to recommend appointing Nick Robinson to Place 5 and Mary Beach-McGuire to Alternate 1 on the Planning and Zoning Commission. Motion carried by unanimous vote.

Motion by Justin Haschke, second by LeAnn Durfey, to recommend appointing Kendall Hurley to the Parks and Recreation Advisory Board. Motion carried by unanimous vote.

Motion by Justin Haschke, second by LeAnn Durfey, to recommend appointing Elizabeth Johnson to the Senior Citizen Advisory Board. Motion carried by unanimous vote.



STAFF REPORT

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

DEPARTMENT: Finance

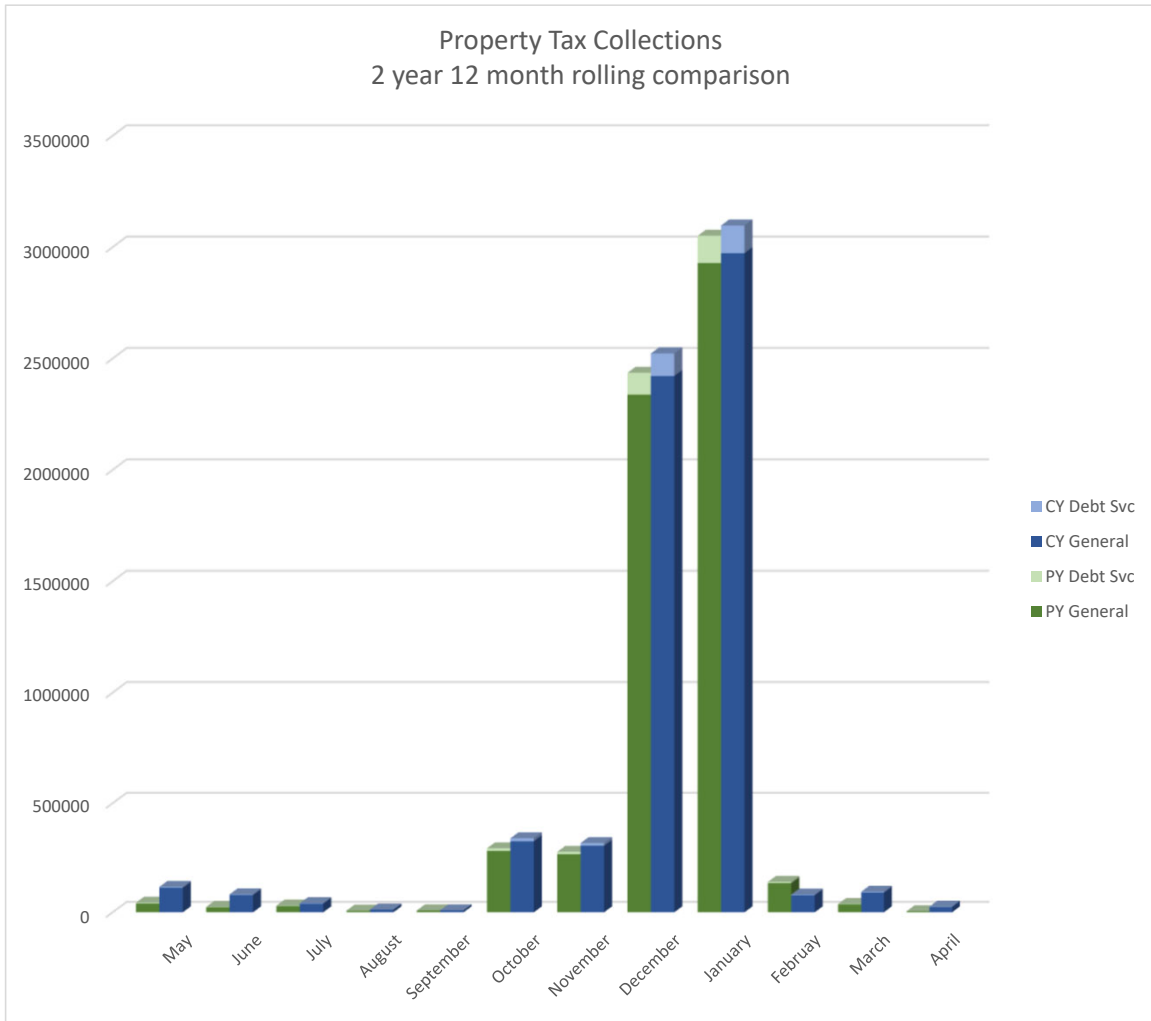
STAFF CONTACT: Monica Harris

BACKGROUND:

In reviewing the financial statements ending April 30, 2021, the financial indicators vary with an overall positive outcome.

- **Property Tax**
We received \$26K in property taxes in the month of April, resulting in \$238K or 3.82% increase over funds collected through last April. The \$6.47 million collected fiscal year to date is 97.41% of budget, which is slightly less than the 98.04% anticipated.
- **Sales Tax**
We received \$441K in sales tax in April, resulting in \$584K or 15.58% more than the funds collected through last April. The \$4.3 million collected fiscal year to date is 69.46% of the \$6.24 million budgeted, which is higher than the 57.54% anticipated.
- **HOT Funds**
Lodging establishments have reported \$235,300 in Hotel Occupancy Taxes through April, as compared to the \$234,600 through last April. We have received \$42K of sports venue tax through April. We spent \$238K in Hotel Occupancy Tax funds through fiscal year to date as compared to \$109K last year due to the Day Tripper contract and gateway planning.
- **Revenue (Budgetary comparison)**
The target budget for operating revenue is \$18.8 million. We received \$19.2 million in revenue fiscal year to date, resulting in \$409K over the target budget due to sales taxes and service charges.
- **Expenditures (Budgetary comparison)**
The target budget for operating expenditures is \$12.1 million. We expended \$11.7 million fiscal year to date, resulting in \$423K under the target budget.
- **Revenue (Prior year comparison)**
Operating revenue received last year was \$18.5 million as compared to the current year's \$19.2 million, resulting in a \$776K increase due to property tax, sales taxes, and service charges.
- **Expenditures (Prior year comparison)**
Operating expenditures last year were \$10.9 million as compared to the current year's \$11.7 million, resulting in a \$835K increase due to costs associated with COVID-19 prevention, stimulus grant to reduce the impact of COVID-19, damage claims, wages, advertising and gateway planning.

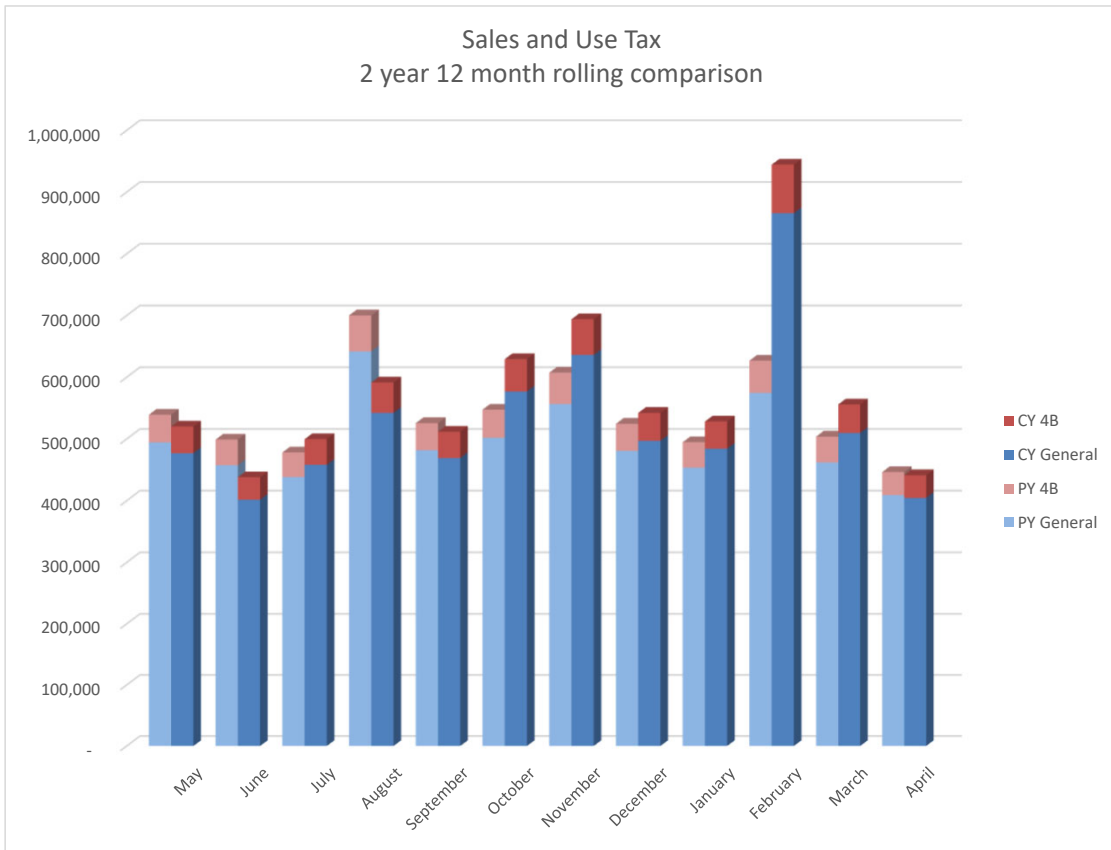
City of Stephenville



| Month | General Fund | Debt Svc | Total | Month | General Fund | Debt Svc | Total |
|-----------------------|--------------|----------|-----------|-----------------------|--------------|----------|-----------|
| May-19 | 40,676 | 3,571 | 44,247 | May-20 | 112,150 | 4,518 | 116,668 |
| Jun-19 | 23,002 | 1,994 | 24,996 | Jun-20 | 79,259 | 3,379 | 82,637 |
| Jul-19 | 28,289 | 2,374 | 30,664 | Jul-20 | 39,473 | 2,238 | 41,712 |
| Aug-19 | 7,613 | 695 | 8,308 | Aug-20 | 11,762 | 824 | 12,585 |
| Sep-19 | 7,943 | 635 | 8,578 | Sep-20 | 9,137 | 385 | 9,522 |
| 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 |
| 12 month total | | | 6,356,810 | 12 month total | | | 6,741,331 |
| Oct 2019 - April 2020 | | | 6,240,018 | Oct 2020 - April 2021 | | | 6,478,207 |
| FY 2019-2020 Total | | | 6,501,308 | FY 2020-2021 Budget | | | 6,650,644 |

Collection to date as percentage of fiscal year total 95.98%

Collection to date as percentage of fiscal year budget 97.41%



| Month | General | 4B | Total | Month | General | 4B | Total | % Change +/- |
|---|---------|--------|------------------|--|---------|--------|------------------|--------------|
| May-19 | 494,362 | 44,942 | 539,304 | May-20 | 476,944 | 43,359 | 520,302 | -3.52% |
| Jun-19 | 457,429 | 41,584 | 499,014 | Jun-20 | 401,495 | 36,500 | 437,994 | -12.23% |
| Jul-19 | 438,349 | 39,850 | 478,199 | Jul-20 | 458,003 | 41,637 | 499,639 | 4.48% |
| Aug-19 | 641,868 | 58,352 | 700,220 | Aug-20 | 542,275 | 49,298 | 591,573 | -15.52% |
| Sep-19 | 481,902 | 43,809 | 525,711 | Sep-20 | 469,140 | 42,649 | 511,790 | -2.65% |
| 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-20 | 404,427 | 36,766 | 441,193 | -1.14% |
| 12 month total | | | <u>6,493,591</u> | 12 month total | | | <u>6,896,762</u> | 6.21% |
| Oct 2019 - April 2020 | | | <u>3,751,143</u> | Oct 2020 - April 2021 | | | <u>4,335,463</u> | 15.58% |
| FY 2019-2020 Total | | | 6,312,441 | FY 2020-2021 Budget | | | 6,241,679 | |
| Collection to date as percentage of fiscal year total | | | 59.42% | Collection to date as percentage of fiscal year budget | | | 69.46% | |

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

Date Prepared: May 31, 2021

| Source of Funds | Approved Budget 2020-20201 | Target Budget | 04/30/21 Current YTD Actual | Dollar Variance Positive(Negative) | Percent Variance | Notes |
|-------------------------------------|-------------------------------|-------------------|-----------------------------------|--|---------------------|---|
| Property Taxes | \$ 6,674,946 | \$ 6,526,557 | \$ 6,473,852 | \$ (52,705) | (0.81%) | Collections lower than anticipated & refunds |
| Sales Taxes | 6,241,679 | 3,595,708 | 4,335,463 | 739,755 | 20.57% | Back to school & audit collections |
| Other Taxes | 2,099,361 | 1,554,977 | 1,460,366 | (94,611) | (6.08%) | Hotel Occupancy, franchise, & mixed drink taxes |
| Licenses and permits | 331,562 | 205,277 | 255,054 | 49,777 | 24.25% | Building & food service permits |
| Fines and forfeitures | 129,250 | 75,394 | 72,046 | (3,348) | (4.44%) | Citation & Collection Dependent |
| Service charges | 11,204,096 | 5,868,838 | 6,428,624 | 559,786 | 9.54% | Water, Sewer, & Landfill charges |
| Interest on investments | 37,947 | 22,230 | 17,246 | (4,985) | (22.42%) | Fluctuates with cash flows |
| Other Income | 1,746,433 | 1,005,830.72 | 221,374 | (784,457) | (77.99%) | Project driven funds |
| Total Operating Revenue | <u>28,465,274</u> | <u>18,854,812</u> | <u>19,264,024</u> | <u>409,213</u> | <u>2.17%</u> | |
| Intergovernmental grants | 2,692,576 | 1,505,027 | 930,089 | (574,938) | (38.20%) | Reimbursement based/project driven revenue |
| Debt Proceeds | 0 | 0 | 0 | 0 | 0.00% | |
| Total Revenue | <u>31,157,850</u> | <u>20,359,838</u> | <u>20,194,113</u> | <u>(165,725)</u> | <u>(0.81%)</u> | |
| Transfers-In | \$ 2,519,638 | \$ 2,519,638 | \$ 1,846,159 | \$ (673,479) | (26.73%) | Transfers to TIF Fund not processed yet |
| Transfers-Out | (2,519,638) | (2,519,638) | (1,846,159) | 673,479 | 26.73% | Transfers to TIF Fund not processed yet |
| Expenditures | | | | | | |
| General Fund | \$ 14,619,046 | \$ 8,736,077 | \$ 8,478,328 | \$ 257,749 | 2.95% | |
| Utility Fund | 4,296,155 | 2,528,679 | 2,456,928 | 71,751 | 2.84% | |
| Landfill Fund | 406,236 | 245,727 | 258,857 | (13,130) | (5.34%) | Maintenance |
| Airport Fund | 81,095 | 49,672 | 40,443 | 9,229 | 18.58% | |
| Storm Water Drainage Fund | 75,268 | 43,950 | 19,960 | 23,991 | 54.59% | |
| Special Revenue Funds | 463,223 | 263,418 | 237,280 | 26,138 | 9.92% | |
| Stephenville Economic Dev Authority | 519,311 | 303,957 | 256,888 | 47,068 | 15.49% | |
| Total Operating Expenditures | <u>20,460,334</u> | <u>12,171,480</u> | <u>11,748,685</u> | <u>422,795</u> | <u>3.47%</u> | |
| Capital | 32,917,098 | 19,194,198 | 5,062,081 | 14,132,117 | 73.63% | |
| Debt Service | 3,231,058 | 2,513,135 | 2,431,546 | 81,589 | 3.25% | |
| Total Expenditures | <u>56,608,490</u> | <u>33,878,812</u> | <u>19,242,312</u> | <u>14,636,501</u> | <u>43.20%</u> | |

City of Stephenville
Prior YTD Actual vs Current YTD Actual
April 30, 2021

Date Prepared: May 31, 2021

| Source of Funds | Prior YTD Actual | Current YTD Actual | Variance Positive (Negative) | % Variance Positive (Negative) | Notes |
|-------------------------------------|-------------------|--------------------|------------------------------|--------------------------------|---|
| Property Taxes | \$ 6,252,221 | \$ 6,473,852 | \$ 221,630 | 3.54% | Increased assessments. |
| Sales Taxes | 3,751,143 | 4,335,463 | 584,320 | 15.58% | Back to school and audit collections. |
| Other Taxes | 1,521,618 | 1,460,366 | (61,252) | (4.03%) | Hotel Occupancy, franchise, & mixed drink taxes |
| Licenses and permits | 196,535 | 255,054 | 58,520 | 29.78% | Building permits.& plan reviews |
| Fines and forfeitures | 50,438 | 72,046 | 21,608 | 42.84% | Warrants issued |
| Service charges | 6,205,462 | 6,428,624 | 223,162 | 3.60% | Water and Sewer charges |
| Interest on investments | 248,023 | 17,246 | (230,778) | (93.05%) | Rates have declined. |
| Other Income | 262,065 | 221,374 | (40,691) | (15.53%) | Prior year - insurance proceeds, credit card fees |
| Total Operating Revenue | <u>18,487,505</u> | <u>19,264,024</u> | <u>776,519</u> | <u>4.20%</u> | |
| Intergovernmental grants | 259,880 | 930,089 | 670,208 | 257.89% | Grants differ from year to year. |
| Debt Proceeds | 12,881,005 | 0 | (12,881,005) | (100.00%) | Debt issued in prior year - 2020 Certificate of Obligation |
| Total Revenue | <u>31,628,391</u> | <u>20,194,113</u> | <u>(11,434,278)</u> | <u>(36.15%)</u> | |
| Transfers-In | \$ - | \$ 1,846,159 | \$ 1,846,159 | 0.00% | Transfers and timing differ from year to year |
| Transfers-Out | \$ - | \$ (1,846,159) | \$ (1,846,159) | 0.00% | Transfers and timing differ from year to year |
| Expenditures | | | | | |
| General Fund | \$ 7,785,913 | \$ 8,478,328 | 692,415 | 8.89% | Damage Claims, COVID/Vaccination Cntr Supplies, Stimulus Grants |
| Utility Fund | 2,462,466 | \$ 2,456,928 | (5,538) | (0.22%) | |
| Landfill Fund | 249,182 | \$ 258,857 | 9,676 | 3.88% | Personnel - P/T employee changed to F/T |
| Airport Fund | 37,180 | \$ 40,443 | 3,263 | 8.78% | Personnel & damage claims |
| Storm Water Drainage Fund | 33,119 | \$ 19,960 | (13,160) | (39.73%) | |
| Special Revenue Funds | 117,598 | \$ 237,280 | 119,682 | 101.77% | Day Tripper Advertising, Gateway planning |
| Stephenville Economic Dev Authority | 228,109 | \$ 256,888 | 28,779 | 12.62% | Wages, Façade grants, Outside Professionals |
| Total Operating Expenditures | <u>10,913,567</u> | <u>11,748,685</u> | <u>835,117</u> | <u>7.65%</u> | |
| Capital | 6,102,623 | 5,062,081 | (1,040,542) | (17.05%) | Capital differs from year to year |
| Debt Service | 2,542,445 | 2,431,546 | (110,899) | (4.36%) | Debt Service differs from year to year |
| Total Expenditures | <u>19,558,635</u> | <u>19,242,312</u> | <u>(316,323)</u> | <u>(1.62%)</u> | |



Fund: 01 - GENERAL FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|-------------------------------|---------------------|---------------------|-------------------|----------------------|----------------------|---------------------|-----------|----------------------|-----------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| TAXES | 1,225,563.15 | 1,345,114.40 | (119,551.25) | 11,458,675.78 | 10,867,001.63 | 591,674.15 | 83 | 13,809,417.00 | (2,350,741.22) | 17 |
| LICENSES AND PERMITS | 82,359.56 | 25,327.29 | 57,032.27 | 250,851.27 | 188,367.42 | 62,483.85 | 83 | 302,562.00 | (51,710.73) | 17 |
| FINES AND FORFEITURES | 12,876.37 | 9,820.81 | 3,055.56 | 67,805.01 | 68,745.67 | (940.66) | 58 | 117,850.00 | (50,044.99) | 42 |
| INTERGOVERNMENTAL | 34,172.70 | 52,264.66 | (18,091.96) | 879,281.81 | 415,852.62 | 463,429.19 | 106 | 827,176.00 | 52,105.81 | -6 |
| CHARGES FOR SERVICES | 70,617.14 | 74,038.20 | (3,421.06) | 524,803.29 | 565,600.58 | (40,797.29) | 45 | 1,156,137.00 | (631,333.71) | 55 |
| OTHER REVENUE | 171,001.71 | 3,766.07 | 167,235.64 | 213,128.04 | 26,448.59 | 186,679.45 | 441 | 48,278.00 | 164,850.04 | -341 |
| TRANSFER | 683,841.00 | 0.00 | 683,841.00 | 683,841.00 | 683,841.00 | 0.00 | 100 | 683,841.00 | 0.00 | 0 |
| TOTAL REVENUE | 2,280,431.63 | 1,510,331.43 | 770,100.20 | 14,078,386.20 | 12,815,857.51 | 1,262,528.69 | 83 | 16,945,261.00 | (2,866,874.80) | 17 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| CITY COUNCIL | 44,445.84 | 10,335.29 | (34,110.55) | 234,095.00 | 89,080.03 | (145,014.97) | 166 | 140,757.00 | 93,338.00 | -66 |
| CITY MANAGER | 46,392.50 | 34,970.39 | (11,422.11) | 249,700.13 | 253,367.73 | 3,667.60 | 58 | 428,220.00 | (178,519.87) | 42 |
| CITY SECRETARY | 10,974.26 | 8,796.21 | (2,178.05) | 111,964.09 | 85,706.47 | (26,257.62) | 86 | 129,688.00 | (17,723.91) | 14 |
| EMERGENCY MANAGEMENT | 480.28 | 1,733.49 | 1,253.21 | 15,230.35 | 12,134.43 | (3,095.92) | 73 | 20,802.00 | (5,571.65) | 27 |
| MUNICIPAL BUILDING | 5,854.48 | 7,713.94 | 1,859.46 | 54,749.31 | 56,721.58 | 1,972.27 | 57 | 95,292.00 | (40,542.69) | 43 |
| MUNICIPAL SERVICES CTR | 2,041.99 | 7,616.31 | 5,574.32 | 52,680.91 | 56,951.17 | 4,270.26 | 55 | 95,033.00 | (42,352.09) | 45 |
| HUMAN RESOURCES | 11,157.52 | 14,227.38 | 3,069.86 | 104,171.41 | 116,661.66 | 12,490.25 | 55 | 187,799.00 | (83,627.59) | 45 |
| DOWNTOWN | 5,329.02 | 4,890.97 | (438.05) | 13,507.77 | 34,676.79 | 21,169.02 | 23 | 59,132.00 | (45,624.23) | 77 |
| FINANCE | 49,426.53 | 40,112.95 | (9,313.58) | 277,198.56 | 311,058.65 | 33,860.09 | 54 | 511,624.00 | (234,425.44) | 46 |
| INFORMATION TECHNOLOGY | 22,599.86 | 25,772.95 | 3,173.09 | 144,890.82 | 183,706.65 | 38,815.83 | 46 | 312,572.00 | (167,681.18) | 54 |
| TAX | 93.60 | 14,169.24 | 14,075.64 | 126,623.76 | 99,184.68 | (27,439.08) | 74 | 170,031.00 | (43,407.24) | 26 |
| LEGAL COUNSEL | 8,651.00 | 9,975.40 | 1,324.40 | 51,250.46 | 69,964.80 | 18,714.34 | 43 | 119,842.00 | (68,591.54) | 57 |
| MUNICIPAL COURT | 11,214.28 | 9,103.87 | (2,110.41) | 64,039.83 | 68,697.09 | 4,657.26 | 56 | 114,217.00 | (50,177.17) | 44 |
| STREET MAINTENANCE | 100,676.69 | 79,288.67 | (21,388.02) | 486,447.14 | 582,242.69 | 95,795.55 | 50 | 978,687.00 | (492,239.86) | 50 |
| PARKS & LEISURE ADM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |

Budget Variance Report
Fund: 01 - GENERAL FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------------|---------------------|-----------------------|----------------------|----------------------|---------------------|-----------|----------------------|-----------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| PARKS & RECREATION | 289,910.98 | 206,883.19 | (83,027.79) | 1,344,586.96 | 1,487,481.33 | 142,894.37 | 53 | 2,521,899.00 | (1,177,312.04) | 47 |
| PARK MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| LIBRARY | 23,212.78 | 19,997.01 | (3,215.77) | 130,380.41 | 150,211.07 | 19,830.66 | 52 | 250,197.00 | (119,816.59) | 48 |
| SENIOR CENTER | 11,118.62 | 11,379.15 | 260.53 | 59,752.32 | 84,213.05 | 24,460.73 | 42 | 141,110.00 | (81,357.68) | 58 |
| AQUATIC CENTER | 8,013.76 | 20,763.01 | 12,749.25 | 25,933.42 | 151,043.07 | 125,109.65 | 10 | 254,859.00 | (228,925.58) | 90 |
| FIRE DEPARTMENT | 406,893.28 | 279,317.27 | (127,576.01) | 2,263,713.87 | 2,074,044.89 | (189,668.98) | 65 | 3,470,633.00 | (1,206,919.13) | 35 |
| POLICE DEPARTMENT | 571,010.59 | 430,462.64 | (140,547.95) | 3,492,426.12 | 3,179,263.48 | (313,162.64) | 66 | 5,331,578.00 | (1,839,151.88) | 34 |
| DEVELOPMENT SERVICES | 44,894.11 | 50,682.00 | 5,787.89 | 280,043.39 | 370,868.00 | 90,824.61 | 45 | 624,279.00 | (344,235.61) | 55 |
| TRANSFERS | 1,127,565.00 | 158,003.99 | (969,561.01) | 1,127,565.00 | 1,373,267.93 | 245,702.93 | 82 | 1,373,268.00 | (245,703.00) | 18 |
| NON-DEPARTMENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL EXPENSE | 2,801,956.97 | 1,446,195.32 | (1,355,761.65) | 10,710,951.03 | 10,890,547.24 | 179,596.21 | 62 | 17,331,519.00 | 6,620,567.97 | 38 |
| REVENUE OVER/(UNDER) EXPENDITURE | (521,525.34) | 64,136.11 | (585,661.45) | 3,367,435.17 | 1,925,310.27 | 1,442,124.90 | | (386,258.00) | (9,487,442.77) | |

Budget Variance Report

Fund: 02 - WATER AND WASTEWATER FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------------|---------------------|-------------------|---------------------|-----------------------|---------------------|-----------|------------------------|------------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| LICENSES AND PERMITS | 113.55 | 749.70 | (636.15) | 336.72 | 5,247.90 | (4,911.18) | 4 | 9,000.00 | (8,663.28) | 96 |
| INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| CHARGES FOR SERVICES | 680,559.40 | 619,368.78 | 61,190.62 | 4,911,071.54 | 4,414,437.67 | 496,633.87 | 59 | 8,330,765.00 | (3,419,693.46) | 41 |
| OTHER REVENUE | 465.34 | 883.95 | (418.61) | 18,027.19 | 12,334.33 | 5,692.86 | 47 | 38,671.00 | (20,643.81) | 53 |
| TRANSFER | 34,753.00 | 0.00 | 34,753.00 | 34,753.00 | 34,753.00 | 0.00 | 100 | 34,753.00 | 0.00 | 0 |
| TOTAL REVENUE | 715,891.29 | 621,002.43 | 94,888.86 | 4,964,188.45 | 4,466,772.90 | 497,415.55 | 59 | 8,413,189.00 | (3,449,000.55) | 41 |
| EXPENSE SUMMARY | | | | | | | | | | |
| UTILITIES ADMINISTRATION | 33,728.34 | 52,155.08 | 18,426.74 | 172,423.62 | 372,550.56 | 200,126.94 | 27 | 633,577.00 | (461,153.38) | 73 |
| WATER PRODUCTION | 155,762.86 | 123,341.35 | (32,421.51) | 776,645.17 | 882,076.45 | 105,431.28 | 52 | 1,499,376.00 | (722,730.83) | 48 |
| WATER DISTRIBUTION | 262,387.86 | 126,902.35 | (135,485.51) | 545,014.02 | 895,949.45 | 350,935.43 | 36 | 1,531,071.00 | (986,056.98) | 64 |
| CUSTOMER SERVICE | 20,454.76 | 19,886.32 | (568.44) | 146,307.49 | 144,911.24 | (1,396.25) | 60 | 244,439.00 | (98,131.51) | 40 |
| WASTEWATER COLLECTION | 75,204.64 | 1,027,269.37 | 952,064.73 | 338,759.93 | 7,201,685.59 | 6,862,925.66 | 3 | 12,342,966.00 | (12,004,206.07) | 97 |
| WASTEWATER TREATMENT | 95,917.51 | 96,293.29 | 375.78 | 586,834.36 | 680,561.03 | 93,726.67 | 50 | 1,162,490.00 | (575,655.64) | 50 |
| BILLING & COLLECTION | 29,694.10 | 21,700.96 | (7,993.14) | 199,079.70 | 176,139.72 | (22,939.98) | 70 | 284,748.00 | (85,668.30) | 30 |
| NON-DEPARTMENTAL | 526,864.20 | 70,871.84 | (455,992.36) | 2,045,865.97 | 2,257,219.86 | 211,353.89 | 75 | 2,727,662.00 | (681,796.03) | 25 |
| TOTAL EXPENSE | 1,200,014.27 | 1,538,420.56 | 338,406.29 | 4,810,930.26 | 12,611,093.90 | 7,800,163.64 | 24 | 20,426,329.00 | 15,615,398.74 | 76 |
| REVENUE OVER/(UNDER) EXPENDITURE | (484,122.98) | (917,418.13) | 433,295.15 | 153,258.19 | (8,144,321.00) | 8,297,579.19 | | (12,013,140.00) | (19,064,399.29) | |

Budget Variance Report

Fund: 03 - SANITARY LANDFILL FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|------------------|------------------|--------------------|-------------------|-------------------|--------------------|-----------|-------------------|---------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| CHARGES FOR SERVICES | 84,660.60 | 66,510.00 | 18,150.60 | 539,021.45 | 412,560.00 | 126,461.45 | 60 | 900,000.00 | (360,978.55) | 40 |
| OTHER REVENUE | 12.19 | 121.36 | (109.17) | 877.64 | 1,705.05 | (827.41) | 26 | 3,440.00 | (2,562.36) | 74 |
| TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL REVENUE | 84,672.79 | 66,631.36 | 18,041.43 | 539,899.09 | 414,265.05 | 125,634.04 | 60 | 903,440.00 | (363,540.91) | 40 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| LANDFILL | 72,373.38 | 32,070.77 | (40,302.61) | 287,620.21 | 274,490.39 | (13,129.82) | 66 | 434,999.00 | (147,378.79) | 34 |
| TOTAL EXPENSE | 72,373.38 | 32,070.77 | (40,302.61) | 287,620.21 | 274,490.39 | (13,129.82) | 66 | 434,999.00 | 147,378.79 | 34 |
| REVENUE OVER/(UNDER) EXPENDITURE | 12,299.41 | 34,560.59 | (22,261.18) | 252,278.88 | 139,774.66 | 112,504.22 | | 468,441.00 | (510,919.70) | |

Budget Variance Report
Fund: 04 - AIRPORT FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|-------------------|--------------------|-------------------|-------------------|---------------------|---------------------|-----------|---------------------|-----------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| CHARGES FOR SERVICES | 9,467.15 | 9,138.95 | 328.20 | 65,737.01 | 63,482.15 | 2,254.86 | 60 | 109,380.00 | (43,642.99) | 40 |
| OTHER REVENUE | 0.00 | 140,568.75 | (140,568.75) | 0.00 | 983,981.25 | (983,981.25) | 0 | 1,687,500.00 | (1,687,500.00) | 100 |
| TRANSFER | 160,000.00 | 0.00 | 160,000.00 | 160,000.00 | 160,000.00 | 0.00 | 100 | 160,000.00 | 0.00 | 0 |
| TOTAL REVENUE | 169,467.15 | 149,707.70 | 19,759.45 | 225,737.01 | 1,207,463.40 | (981,726.39) | 12 | 1,956,880.00 | (1,731,142.99) | 88 |
| EXPENSE SUMMARY | | | | | | | | | | |
| AIRPORT | 7,075.08 | 162,465.96 | 155,390.88 | 40,443.44 | 1,142,984.72 | 1,102,541.28 | 2 | 1,956,095.00 | (1,915,651.56) | 98 |
| TOTAL EXPENSE | 7,075.08 | 162,465.96 | 155,390.88 | 40,443.44 | 1,142,984.72 | 1,102,541.28 | 2 | 1,956,095.00 | 1,915,651.56 | 98 |
| REVENUE OVER/(UNDER) EXPENDITURE | 162,392.07 | (12,758.26) | 175,150.33 | 185,293.57 | 64,478.68 | 120,814.89 | | 785.00 | (3,646,794.55) | |

Budget Variance Report

Fund: 05 - STORM WATER DRAINAGE FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------------|-------------------|---------------------|---------------------|---------------------|-----------------------|-----------|---------------------|-----------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| LICENSES AND PERMITS | 1,136.84 | 1,666.00 | (529.16) | 1,360.01 | 11,662.00 | (10,301.99) | 7 | 20,000.00 | (18,639.99) | 93 |
| INTERGOVERNMENTAL | 0.00 | 155,096.27 | (155,096.27) | 47,600.00 | 1,085,673.89 | (1,038,073.89) | 3 | 1,861,900.00 | (1,814,300.00) | 97 |
| CHARGES FOR SERVICES | 54,454.92 | 54,206.11 | 248.81 | 379,990.53 | 379,301.56 | 688.97 | 58 | 650,438.00 | (270,447.47) | 42 |
| OTHER REVENUE | 5.58 | 157.79 | (152.21) | 374.87 | 1,274.28 | (899.41) | 18 | 2,060.00 | (1,685.13) | 82 |
| TOTAL REVENUE | 55,597.34 | 211,126.17 | (155,528.83) | 429,325.41 | 1,477,911.73 | (1,048,586.32) | 17 | 2,534,398.00 | (2,105,072.59) | 83 |
| EXPENSE SUMMARY | | | | | | | | | | |
| STORM WATER DRAINAGE | 356,323.39 | 196,276.28 | (160,047.11) | 1,417,728.98 | 2,048,510.96 | 630,781.98 | 45 | 3,120,371.00 | (1,702,642.02) | 55 |
| TOTAL EXPENSE | 356,323.39 | 196,276.28 | (160,047.11) | 1,417,728.98 | 2,048,510.96 | 630,781.98 | 45 | 3,120,371.00 | 1,702,642.02 | 55 |
| REVENUE OVER/(UNDER) EXPENDITURE | (300,726.05) | 14,849.89 | (315,575.94) | (988,403.57) | (570,599.23) | (417,804.34) | | (585,973.00) | (3,807,714.61) | |

Budget Variance Report

Fund: 07 - HOTEL OCCUPANCY TAX FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|------------------|-------------------|-------------------|--------------------|-------------------|--------------------|-----------|-------------------|---------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| TAXES | 25,418.36 | 33,998.72 | (8,580.36) | 188,945.12 | 237,991.04 | (49,045.92) | 46 | 408,148.00 | (219,202.88) | 54 |
| INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| CHARGES FOR SERVICES | 5,500.00 | 3,498.60 | 2,001.40 | 8,000.00 | 24,490.20 | (16,490.20) | 19 | 42,000.00 | (34,000.00) | 81 |
| OTHER REVENUE | 3.27 | 61.90 | (58.63) | 122.09 | 357.61 | (235.52) | 18 | 660.00 | (537.91) | 82 |
| TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL REVENUE | 30,921.63 | 37,559.22 | (6,637.59) | 197,067.21 | 262,838.85 | (65,771.64) | 44 | 450,808.00 | (253,740.79) | 56 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| TOURISM | 10,946.85 | 39,843.52 | 28,896.67 | 237,279.82 | 255,837.64 | 18,557.82 | 53 | 450,223.00 | (212,943.18) | 47 |
| TOTAL EXPENSE | 10,946.85 | 39,843.52 | 28,896.67 | 237,279.82 | 255,837.64 | 18,557.82 | 53 | 450,223.00 | 212,943.18 | 47 |
| REVENUE OVER/(UNDER) EXPENDITURE | 19,974.78 | (2,284.30) | 22,259.08 | (40,212.61) | 7,001.21 | (47,213.82) | | 585.00 | (466,683.97) | |

Budget Variance Report

Fund: 08 - DEBT SERVICE FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|-----------------|-------------------|---------------------|---------------------|-------------------|---------------------|-----------|-------------------|---------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| TAXES | 1,195.52 | 1,315.29 | (119.77) | 260,771.52 | 259,731.61 | 1,039.91 | 98 | 265,289.00 | (4,517.48) | 2 |
| OTHER REVENUE | 2.80 | 25.43 | (22.63) | 78.26 | 201.29 | (123.03) | 25 | 311.00 | (232.74) | 75 |
| TRANSFER | 0.00 | 171,825.00 | (171,825.00) | 0.00 | 343,650.00 | (343,650.00) | 0 | 343,650.00 | (343,650.00) | 100 |
| TOTAL REVENUE | 1,198.32 | 173,165.72 | (171,967.40) | 260,849.78 | 603,582.90 | (342,733.12) | 43 | 609,250.00 | (348,400.22) | 57 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| DEBT SERVICE | 300.00 | 24.99 | (275.01) | 401,200.00 | 401,074.93 | (125.07) | 66 | 609,250.00 | (208,050.00) | 34 |
| TOTAL EXPENSE | 300.00 | 24.99 | (275.01) | 401,200.00 | 401,074.93 | (125.07) | 66 | 609,250.00 | 208,050.00 | 34 |
| REVENUE OVER/(UNDER) EXPENDITURE | 898.32 | 173,140.73 | (172,242.41) | (140,350.22) | 202,507.97 | (342,858.19) | | 0.00 | (556,450.22) | |

Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|-------------------|-----------------------|---------------------|-----------------------|-----------------------|---------------------|-----------|------------------------|------------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| LICENSES AND PERMITS | 2,506.25 | 0.00 | 2,506.25 | 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 | 1,280.82 | (1,280.82) | 0.00 | 8,965.74 | (8,965.74) | 0 | 15,376.00 | (15,376.00) | 100 |
| OTHER REVENUE | 121.49 | 159.24 | (37.75) | 5,557.90 | 508.92 | 5,048.98 | 463 | 1,200.00 | 4,357.90 | -363 |
| TRANSFER | 967,565.00 | 0.00 | 967,565.00 | 967,565.00 | 967,565.00 | 0.00 | 100 | 967,565.00 | 0.00 | 0 |
| TOTAL REVENUE | 970,192.74 | 1,440.06 | 968,752.68 | 975,629.15 | 977,039.66 | (1,410.51) | 99 | 984,141.00 | (8,511.85) | 1 |
| EXPENSE SUMMARY | | | | | | | | | | |
| STREET MAINTENANCE | 392,234.35 | 1,159,817.63 | 767,583.28 | 2,925,428.43 | 8,118,723.41 | 5,193,294.98 | 21 | 13,923,381.00 | (10,997,952.57) | 79 |
| 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 | |
| TOTAL EXPENSE | 392,234.35 | 1,159,817.63 | 767,583.28 | 2,925,428.43 | 8,118,723.41 | 5,193,294.98 | 21 | 13,923,381.00 | 10,997,952.57 | 79 |
| REVENUE OVER/(UNDER) EXPENDITURE | 577,958.39 | (1,158,377.57) | 1,736,335.96 | (1,949,799.28) | (7,141,683.75) | 5,191,884.47 | | (12,939,240.00) | (11,006,464.42) | |

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------|---------------|----------------|-----------------|-----------------|--------------|-----------|-----------------|-----------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| FINES AND FORFEITURES | 144.28 | 208.33 | (64.05) | 1,538.27 | 1,458.31 | 79.96 | 62 | 2,500.00 | (961.73) | 38 |
| OTHER REVENUE | 0.00 | 0.24 | (0.24) | 1.39 | 1.68 | (0.29) | 46 | 3.00 | (1.61) | 54 |
| TRANSFER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL REVENUE | 144.28 | 208.57 | (64.29) | 1,539.66 | 1,459.99 | 79.67 | 62 | 2,503.00 | (963.34) | 38 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| CHILD SAFETY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| REVENUE OVER/(UNDER) EXPENDITURE | 144.28 | 208.57 | (64.29) | 1,539.66 | 1,459.99 | 79.67 | | 2,503.00 | (963.34) | |

Budget Variance Report

Fund: 12 - COURT TECHNOLOGY FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------|---------------|-----------------|-----------------|-----------------|-------------------|-----------|-----------------|-------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| FINES AND FORFEITURES | 348.85 | 741.37 | (392.52) | 2,702.46 | 5,189.59 | (2,487.13) | 30 | 8,900.00 | (6,197.54) | 70 |
| OTHER REVENUE | 0.03 | 1.91 | (1.88) | 2.62 | 13.37 | (10.75) | 11 | 23.00 | (20.38) | 89 |
| TOTAL REVENUE | 348.88 | 743.28 | (394.40) | 2,705.08 | 5,202.96 | (2,497.88) | 30 | 8,923.00 | (6,217.92) | 70 |
| EXPENSE SUMMARY | | | | | | | | | | |
| COURT TECHNOLOGY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TOTAL EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| REVENUE OVER/(UNDER) EXPENDITURE | 348.88 | 743.28 | (394.40) | 2,705.08 | 5,202.96 | (2,497.88) | | 8,923.00 | (6,217.92) | |

Budget Variance Report

Fund: 13 - PUBLIC SAFETY FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------|-------------------|-----------------|-----------------|-------------------|-----------------|-----------|-------------------|--------------------|------------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| REVENUE SUMMARY | | | | | | | | | | |
| 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 | 0.75 | 6.66 | (5.91) | 30.05 | 46.62 | (16.57) | 38 | 80.00 | (49.95) | 62 |
| TOTAL REVENUE | 0.75 | 6.66 | (5.91) | 3,236.92 | 3,546.62 | (309.70) | 90 | 3,580.00 | (343.08) | 10 |
| EXPENSE SUMMARY | | | | | | | | | | |
| PUBLIC SAFETY | 0.00 | 1,082.90 | 1,082.90 | 0.00 | 7,580.30 | 7,580.30 | 0 | 13,000.00 | (13,000.00) | 100 |
| TOTAL EXPENSE | 0.00 | 1,082.90 | 1,082.90 | 0.00 | 7,580.30 | 7,580.30 | 0 | 13,000.00 | 13,000.00 | 100 |
| REVENUE OVER/(UNDER) EXPENDITURE | 0.75 | (1,076.24) | 1,076.99 | 3,236.92 | (4,033.68) | 7,270.60 | | (9,420.00) | (13,343.08) | |

Budget Variance Report

Fund: 20 - TAX INCREMENT FINANCING FUND

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|---------------|-------------------|---------------------|--------------|-------------------|---------------------|----------|-------------------|---------------------|------------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| TAXES | 0.00 | 10,038.21 | (10,038.21) | 0.00 | 13,706.37 | (13,706.37) | 0 | 13,821.00 | (13,821.00) | 100 |
| OTHER REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| TRANSFER | 0.00 | 158,004.00 | (158,004.00) | 0.00 | 329,829.00 | (329,829.00) | 0 | 329,829.00 | (329,829.00) | 100 |
| TOTAL REVENUE | 0.00 | 168,042.21 | (168,042.21) | 0.00 | 343,535.37 | (343,535.37) | 0 | 343,650.00 | (343,650.00) | 100 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| TAX INCREMENT FINANCING | 0.00 | 171,825.00 | 171,825.00 | 0.00 | 343,650.00 | 343,650.00 | 0 | 343,650.00 | (343,650.00) | 100 |
| TOTAL EXPENSE | 0.00 | 171,825.00 | 171,825.00 | 0.00 | 343,650.00 | 343,650.00 | 0 | 343,650.00 | 343,650.00 | 100 |
| REVENUE OVER/(UNDER) EXPENDITURE | 0.00 | (3,782.79) | 3,782.79 | 0.00 | (114.63) | 114.63 | | 0.00 | (687,300.00) | |

Budget Variance Report
Fund: 79 - SEDA

| | CURRENT MONTH | | | YEAR TO DATE | | | | ANNUAL BUDGET | | |
|---|------------------|-------------------|------------------|-------------------|-------------------|-------------------|-----------|-------------------|---------------------|-----------|
| | ACTUAL | BUDGETED | VARIANCE | ACTUAL | BUDGETED | VARIANCE | % | TOTAL | REMAINING | % |
| <u>REVENUE SUMMARY</u> | | | | | | | | | | |
| TAXES | 36,766.05 | 36,507.56 | 258.49 | 361,288.63 | 298,811.53 | 62,477.10 | 70 | 519,311.00 | (158,022.37) | 30 |
| INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | |
| OTHER REVENUE | 10.82 | 190.19 | (179.37) | 386.15 | 1,187.89 | (801.74) | 18 | 2,154.00 | (1,767.85) | 82 |
| TOTAL REVENUE | 36,776.87 | 36,697.75 | 79.12 | 361,674.78 | 299,999.42 | 61,675.36 | 69 | 521,465.00 | (159,790.22) | 31 |
| <u>EXPENSE SUMMARY</u> | | | | | | | | | | |
| SEDA | 26,155.11 | 43,029.53 | 16,874.42 | 256,888.48 | 303,956.71 | 47,068.23 | 49 | 519,311.00 | (262,422.52) | 51 |
| TOTAL EXPENSE | 26,155.11 | 43,029.53 | 16,874.42 | 256,888.48 | 303,956.71 | 47,068.23 | 49 | 519,311.00 | 262,422.52 | 51 |
| REVENUE OVER/(UNDER) EXPENDITURE | 10,621.76 | (6,331.78) | 16,953.54 | 104,786.30 | (3,957.29) | 108,743.59 | | 2,154.00 | (422,212.74) | |



Prior-Year Comparative Income Statement

Item 16.

Group Summary

For the Period Ending 04/30/2021

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|-----------------|
| Fund: 01 - GENERAL FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 40 - TAXES | 1,282,251.36 | 1,225,563.15 | -56,688.21 | -4.42% | 10,754,232.68 | 11,458,675.78 | 704,443.10 | 6.55% |
| 41 - LICENSES AND PERMITS | 25,168.29 | 82,359.56 | 57,191.27 | 227.24% | 196,534.62 | 250,851.27 | 54,316.65 | 27.64% |
| 42 - FINES AND FORFEITURES | 2,601.26 | 12,876.37 | 10,275.11 | 395.01% | 48,810.99 | 67,805.01 | 18,994.02 | 38.91% |
| 43 - INTERGOVERNMENTAL | 68,912.10 | 34,172.70 | -34,739.40 | -50.41% | 125,340.62 | 879,281.81 | 753,941.19 | 601.51% |
| 44 - CHARGES FOR SERVICES | 47,665.18 | 70,617.14 | 22,951.96 | 48.15% | 521,281.59 | 524,803.29 | 3,521.70 | 0.68% |
| 45 - OTHER REVENUE | -217,879.75 | 171,001.71 | 388,881.46 | 178.48% | 267,429.13 | 213,128.04 | -54,301.09 | -20.30% |
| 49 - TRANSFER | 0.00 | 683,841.00 | 683,841.00 | 0.00% | 0.00 | 683,841.00 | 683,841.00 | 0.00% |
| Revenue Total: | 1,208,718.44 | 2,280,431.63 | 1,071,713.19 | 88.67% | 11,913,629.63 | 14,078,386.20 | 2,164,756.57 | 18.17% |
| Expense | | | | | | | | |
| Department: 101 - CITY COUNCIL | | | | | | | | |
| 51 - PERSONNEL | 2,153.00 | 2,153.00 | 0.00 | 0.00% | 14,353.00 | 13,808.72 | 544.28 | 3.79% |
| 52 - CONTRACTUAL | 3,994.40 | 42,165.54 | -38,171.14 | -955.62% | 43,685.98 | 132,851.54 | -89,165.56 | -204.11% |
| 53 - GENERAL SERVICES | 445.30 | 127.30 | 318.00 | 71.41% | 10,779.27 | 2,573.63 | 8,205.64 | 76.12% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 10,533.33 | 10,113.00 | 420.33 | 3.99% |
| 58 - GRANT DISBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 74,748.11 | -74,748.11 | 0.00% |
| Department 101 - CITY COUNCIL Total: | 6,592.70 | 44,445.84 | -37,853.14 | -574.17% | 79,351.58 | 234,095.00 | -154,743.42 | -195.01% |
| Department: 102 - CITY MANAGER | | | | | | | | |
| 51 - PERSONNEL | 24,566.30 | 45,387.48 | -20,821.18 | -84.76% | 155,953.00 | 236,910.34 | -80,957.34 | -51.91% |
| 52 - CONTRACTUAL | 48.98 | 877.89 | -828.91 | -1,692.34% | 18,422.67 | 7,826.64 | 10,596.03 | 57.52% |
| 53 - GENERAL SERVICES | 303.81 | 127.13 | 176.68 | 58.15% | 2,405.63 | 4,963.15 | -2,557.52 | -106.31% |
| Department 102 - CITY MANAGER Total: | 24,919.09 | 46,392.50 | -21,473.41 | -86.17% | 176,781.30 | 249,700.13 | -72,918.83 | -41.25% |
| Department: 103 - CITY SECRETARY | | | | | | | | |
| 51 - PERSONNEL | 6,593.56 | 9,530.76 | -2,937.20 | -44.55% | 47,049.26 | 50,759.21 | -3,709.95 | -7.89% |
| 52 - CONTRACTUAL | 204.08 | 607.38 | -403.30 | -197.62% | 21,782.13 | 11,979.99 | 9,802.14 | 45.00% |
| 53 - GENERAL SERVICES | 283.65 | 77.49 | 206.16 | 72.68% | 818.38 | 327.56 | 490.82 | 59.97% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 758.63 | -758.63 | 0.00% | 13,972.05 | 28,397.33 | -14,425.28 | -103.24% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 20,500.00 | -20,500.00 | 0.00% |
| Department 103 - CITY SECRETARY Total: | 7,081.29 | 10,974.26 | -3,892.97 | -54.98% | 83,621.82 | 111,964.09 | -28,342.27 | -33.89% |
| Department: 104 - EMERGENCY MANAGEMENT | | | | | | | | |
| 52 - CONTRACTUAL | 885.95 | 480.28 | 405.67 | 45.79% | 15,214.05 | 13,685.35 | 1,528.70 | 10.05% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 1,545.00 | -1,545.00 | 0.00% |
| Department 104 - EMERGENCY MANAGEMENT Total: | 885.95 | 480.28 | 405.67 | 45.79% | 15,214.05 | 15,230.35 | -16.30 | -0.11% |

Prior-Year Comparative Income Statement

For the Period Ending 04 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|---------------|
| Department: 105 - MUNICIPAL BUILDING | | | | | | | | |
| 51 - PERSONNEL | 2,437.04 | 1,353.88 | 1,083.16 | 44.45% | 15,730.74 | 7,477.34 | 8,253.40 | 52.47% |
| 52 - CONTRACTUAL | 1,723.51 | 2,958.75 | -1,235.24 | -71.67% | 19,469.26 | 20,486.64 | -1,017.38 | -5.23% |
| 53 - GENERAL SERVICES | 1,009.49 | 1,541.85 | -532.36 | -52.74% | 10,728.45 | 9,050.26 | 1,678.19 | 15.64% |
| 54 - MACHINE & EQUIPMENT MAI | 247.45 | 0.00 | 247.45 | 100.00% | 24,899.76 | 17,664.95 | 7,234.81 | 29.06% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 9,181.20 | 70.12 | 9,111.08 | 99.24% |
| Department 105 - MUNICIPAL BUILDING Total: | 5,417.49 | 5,854.48 | -436.99 | -8.07% | 80,009.41 | 54,749.31 | 25,260.10 | 31.57% |
| Department: 106 - MUNICIPAL SERVICES CTR | | | | | | | | |
| 51 - PERSONNEL | 2,730.48 | 0.00 | 2,730.48 | 100.00% | 20,309.90 | 14,403.71 | 5,906.19 | 29.08% |
| 52 - CONTRACTUAL | 1,363.87 | 2,547.88 | -1,184.01 | -86.81% | 17,969.60 | 18,518.41 | -548.81 | -3.05% |
| 53 - GENERAL SERVICES | -5,489.67 | -563.83 | -4,925.84 | -89.73% | 10,820.58 | 18,081.47 | -7,260.89 | -67.10% |
| 54 - MACHINE & EQUIPMENT MAI | 311.55 | 57.94 | 253.61 | 81.40% | 954.90 | 1,677.32 | -722.42 | -75.65% |
| Department 106 - MUNICIPAL SERVICES CTR Total: | -1,083.77 | 2,041.99 | -3,125.76 | -288.42% | 50,054.98 | 52,680.91 | -2,625.93 | -5.25% |
| Department: 107 - HUMAN RESOURCES | | | | | | | | |
| 51 - PERSONNEL | 8,681.87 | 8,427.43 | 254.44 | 2.93% | 44,575.19 | 51,792.04 | -7,216.85 | -16.19% |
| 52 - CONTRACTUAL | 929.35 | 2,657.95 | -1,728.60 | -186.00% | 50,249.69 | 35,924.03 | 14,325.66 | 28.51% |
| 53 - GENERAL SERVICES | 23.06 | 72.14 | -49.08 | -212.84% | 508.61 | 1,456.34 | -947.73 | -186.34% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 14,999.00 | -14,999.00 | 0.00% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 14,999.00 | 0.00 | 14,999.00 | 100.00% |
| Department 107 - HUMAN RESOURCES Total: | 9,634.28 | 11,157.52 | -1,523.24 | -15.81% | 110,332.49 | 104,171.41 | 6,161.08 | 5.58% |
| Department: 108 - DOWNTOWN | | | | | | | | |
| 51 - PERSONNEL | 0.00 | 5,186.78 | -5,186.78 | 0.00% | 0.00 | 10,444.56 | -10,444.56 | 0.00% |
| 52 - CONTRACTUAL | 0.00 | 142.24 | -142.24 | 0.00% | 0.00 | 901.74 | -901.74 | 0.00% |
| 53 - GENERAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 2,161.47 | -2,161.47 | 0.00% |
| Department 108 - DOWNTOWN Total: | 0.00 | 5,329.02 | -5,329.02 | 0.00% | 0.00 | 13,507.77 | -13,507.77 | 0.00% |
| Department: 201 - FINANCE | | | | | | | | |
| 51 - PERSONNEL | 26,009.25 | 38,261.45 | -12,252.20 | -47.11% | 188,767.63 | 199,101.90 | -10,334.27 | -5.47% |
| 52 - CONTRACTUAL | 6,003.85 | 11,028.32 | -5,024.47 | -83.69% | 60,840.60 | 56,108.93 | 4,731.67 | 7.78% |
| 53 - GENERAL SERVICES | 229.71 | 33.04 | 196.67 | 85.62% | 1,172.24 | 1,468.70 | -296.46 | -25.29% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 46,818.96 | 18,875.82 | 27,943.14 | 59.68% |
| 56 - BANK CHARGES | 941.84 | 103.72 | 838.12 | 88.99% | 1,713.68 | 1,643.21 | 70.47 | 4.11% |
| Department 201 - FINANCE Total: | 33,184.65 | 49,426.53 | -16,241.88 | -48.94% | 299,313.11 | 277,198.56 | 22,114.55 | 7.39% |
| Department: 203 - INFORMATION TECHNOLOGY | | | | | | | | |
| 51 - PERSONNEL | 16,129.86 | 21,605.34 | -5,475.48 | -33.95% | 117,939.52 | 118,984.68 | -1,045.16 | -0.89% |
| 52 - CONTRACTUAL | 106.24 | 0.00 | 106.24 | 100.00% | 5,712.31 | 583.74 | 5,128.57 | 89.78% |
| 53 - GENERAL SERVICES | 264.90 | 114.01 | 150.89 | 56.96% | 2,300.81 | 1,135.85 | 1,164.96 | 50.63% |
| 54 - MACHINE & EQUIPMENT MAI | 3,609.41 | 880.51 | 2,728.90 | 75.61% | 38,323.05 | 24,186.55 | 14,136.50 | 36.89% |
| Department 203 - INFORMATION TECHNOLOGY Total: | 20,110.41 | 22,599.86 | -2,489.45 | -12.38% | 164,275.69 | 144,890.82 | 19,384.87 | 11.80% |
| Department: 204 - TAX | | | | | | | | |
| 52 - CONTRACTUAL | 101.60 | 93.60 | 8.00 | 7.87% | 126,408.40 | 126,623.76 | -215.36 | -0.17% |

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2021 Item 16.

| Categor... | April Variance | | | | YTD Variance | | | |
|---|-----------------------------|-----------------------------|------------------------------|-----------------|---------------------------|---------------------------|------------------------------|----------------|
| | 2019-2020 April Activity | 2020-2021 April Activity | Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | Favorable / (Unfavorable) | Variance % |
| Department 204 - TAX Total: | 101.60 | 93.60 | 8.00 | 7.87% | 126,408.40 | 126,623.76 | -215.36 | -0.17% |
| Department: 301 - LEGAL COUNSEL | | | | | | | | |
| 51 - PERSONNEL | 9,369.18 | 8,651.00 | 718.18 | 7.67% | 58,902.25 | 51,106.17 | 7,796.08 | 13.24% |
| 52 - CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00% | 1,729.74 | 144.29 | 1,585.45 | 91.66% |
| Department 301 - LEGAL COUNSEL Total: | 9,369.18 | 8,651.00 | 718.18 | 7.67% | 60,631.99 | 51,250.46 | 9,381.53 | 15.47% |
| Department: 302 - MUNICIPAL COURT | | | | | | | | |
| 51 - PERSONNEL | 3,799.08 | 6,123.02 | -2,323.94 | -61.17% | 31,717.37 | 30,082.74 | 1,634.63 | 5.15% |
| 52 - CONTRACTUAL | 9,143.62 | 4,759.28 | 4,384.34 | 47.95% | 25,152.66 | 27,173.80 | -2,021.14 | -8.04% |
| 53 - GENERAL SERVICES | 243.28 | 331.98 | -88.70 | -36.46% | 1,202.76 | 2,395.79 | -1,193.03 | -99.19% |
| 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% |
| Department 302 - MUNICIPAL COURT Total: | 13,185.98 | 11,214.28 | 1,971.70 | 14.95% | 76,886.31 | 64,039.83 | 12,846.48 | 16.71% |
| Department: 402 - STREET MAINTENANCE | | | | | | | | |
| 51 - PERSONNEL | 31,017.88 | 40,036.99 | -9,019.11 | -29.08% | 246,862.78 | 237,706.71 | 9,156.07 | 3.71% |
| 52 - CONTRACTUAL | 14,619.81 | 52,116.73 | -37,496.92 | -256.48% | 94,641.93 | 152,611.84 | -57,969.91 | -61.25% |
| 53 - GENERAL SERVICES | 1,319.95 | 2,378.03 | -1,058.08 | -80.16% | 16,414.08 | 11,770.42 | 4,643.66 | 28.29% |
| 54 - MACHINE & EQUIPMENT MAI | 3,850.69 | 6,144.94 | -2,294.25 | -59.58% | 94,136.43 | 40,511.17 | 53,625.26 | 56.97% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 13,500.00 | 43,847.00 | -30,347.00 | -224.79% |
| Department 402 - STREET MAINTENANCE Total: | 50,808.33 | 100,676.69 | -49,868.36 | -98.15% | 465,555.22 | 486,447.14 | -20,891.92 | -4.49% |
| Department: 501 - PARKS & RECREATION | | | | | | | | |
| 51 - PERSONNEL | 57,628.87 | 97,391.75 | -39,762.88 | -69.00% | 498,731.50 | 462,264.90 | 36,466.60 | 7.31% |
| 52 - CONTRACTUAL | 22,755.48 | 38,235.43 | -15,479.95 | -68.03% | 141,839.42 | 280,637.45 | -138,798.03 | -97.86% |
| 53 - GENERAL SERVICES | 4,435.08 | 23,026.77 | -18,591.69 | -419.20% | 64,433.98 | 66,801.33 | -2,367.35 | -3.67% |
| 54 - MACHINE & EQUIPMENT MAI | 1,621.82 | 6,684.83 | -5,063.01 | -312.18% | 70,187.71 | 32,440.90 | 37,746.81 | 53.78% |
| 55 - CAPITAL OUTLAY | 0.00 | 124,572.20 | -124,572.20 | 0.00% | 167,214.70 | 502,442.38 | -335,227.68 | -200.48% |
| 56 - BANK CHARGES | 2.55 | 0.00 | 2.55 | 100.00% | 2.55 | 0.00 | 2.55 | 100.00% |
| Department 501 - PARKS & RECREATION Total: | 86,443.80 | 289,910.98 | -203,467.18 | -235.38% | 942,409.86 | 1,344,586.96 | -402,177.10 | -42.68% |
| Department: 502 - PARK MAINTENANCE | | | | | | | | |
| 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% |
| Department 502 - PARK MAINTENANCE Total: | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 | 0.00% |
| Department: 504 - LIBRARY | | | | | | | | |
| 51 - PERSONNEL | 14,388.34 | 20,634.74 | -6,246.40 | -43.41% | 105,307.08 | 109,926.11 | -4,619.03 | -4.39% |
| 52 - CONTRACTUAL | 904.80 | 1,743.27 | -838.47 | -92.67% | 9,392.81 | 8,463.04 | 929.77 | 9.90% |
| 53 - GENERAL SERVICES | 538.36 | 834.77 | -296.41 | -55.06% | 10,621.61 | 6,167.41 | 4,454.20 | 41.94% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 6,243.97 | 5,823.85 | 420.12 | 6.73% |
| 56 - BANK CHARGES | 0.13 | 0.00 | 0.13 | 100.00% | 0.13 | 0.00 | 0.13 | 100.00% |
| Department 504 - LIBRARY Total: | 15,831.63 | 23,212.78 | -7,381.15 | -46.62% | 131,565.60 | 130,380.41 | 1,185.19 | 0.90% |

Prior-Year Comparative Income Statement

For the Period Ending 04 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|---------------|
| Department: 505 - STREET MAINTENANCE | | | | | | | | |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 | 0.00% |
| Department 505 - STREET MAINTENANCE Total: | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00 | 0.00 | 0.00% |
| Department: 506 - SENIOR CENTER | | | | | | | | |
| 51 - PERSONNEL | 5,432.52 | 6,998.17 | -1,565.65 | -28.82% | 41,647.38 | 38,074.97 | 3,572.41 | 8.58% |
| 52 - CONTRACTUAL | 1,208.79 | 1,303.40 | -94.61 | -7.83% | 20,326.84 | 8,450.04 | 11,876.80 | 58.43% |
| 53 - GENERAL SERVICES | 693.30 | 823.07 | -129.77 | -18.72% | 9,841.21 | 6,716.93 | 3,124.28 | 31.75% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 1,993.98 | -1,993.98 | 0.00% | 3,531.01 | 6,510.38 | -2,979.37 | -84.38% |
| Department 506 - SENIOR CENTER Total: | 7,334.61 | 11,118.62 | -3,784.01 | -51.59% | 75,346.44 | 59,752.32 | 15,594.12 | 20.70% |
| Department: 507 - AQUATIC CENTER | | | | | | | | |
| 51 - PERSONNEL | 817.07 | 322.95 | 494.12 | 60.47% | 7,928.29 | 2,214.95 | 5,713.34 | 72.06% |
| 52 - CONTRACTUAL | 2,382.04 | 6,253.71 | -3,871.67 | -162.54% | 17,882.73 | 17,172.35 | 710.38 | 3.97% |
| 53 - GENERAL SERVICES | 693.50 | 1,437.10 | -743.60 | -107.22% | 1,885.00 | 3,889.76 | -2,004.76 | -106.35% |
| 54 - MACHINE & EQUIPMENT MAI | 20,035.82 | 0.00 | 20,035.82 | 100.00% | 43,322.56 | 2,656.36 | 40,666.20 | 93.87% |
| Department 507 - AQUATIC CENTER Total: | 23,928.43 | 8,013.76 | 15,914.67 | 66.51% | 71,018.58 | 25,933.42 | 45,085.16 | 63.48% |
| Department: 601 - FIRE DEPARTMENT | | | | | | | | |
| 51 - PERSONNEL | 205,044.30 | 356,734.62 | -151,690.32 | -73.98% | 1,554,547.63 | 1,723,309.31 | -168,761.68 | -10.86% |
| 52 - CONTRACTUAL | 11,952.77 | 7,194.82 | 4,757.95 | 39.81% | 114,933.92 | 72,945.22 | 41,988.70 | 36.53% |
| 53 - GENERAL SERVICES | 8,788.63 | 28,238.70 | -19,450.07 | -221.31% | 66,376.48 | 153,216.15 | -86,839.67 | -130.83% |
| 54 - MACHINE & EQUIPMENT MAI | 5,988.68 | 2,550.14 | 3,438.54 | 57.42% | 39,203.55 | 61,656.65 | -22,453.10 | -57.27% |
| 55 - CAPITAL OUTLAY | 0.00 | 12,175.00 | -12,175.00 | 0.00% | 314,816.80 | 20,462.11 | 294,354.69 | 93.50% |
| 56 - BANK CHARGES | 0.00 | 0.00 | 0.00 | 0.00% | 0.35 | 0.42 | -0.07 | -20.00% |
| 57 - DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00% | 231,825.49 | 232,124.01 | -298.52 | -0.13% |
| Department 601 - FIRE DEPARTMENT Total: | 231,774.38 | 406,893.28 | -175,118.90 | -75.56% | 2,321,704.22 | 2,263,713.87 | 57,990.35 | 2.50% |
| Department: 701 - POLICE DEPARTMENT | | | | | | | | |
| 51 - PERSONNEL | 314,558.54 | 460,648.04 | -146,089.50 | -46.44% | 2,425,158.63 | 2,472,045.34 | -46,886.71 | -1.93% |
| 52 - CONTRACTUAL | 9,556.69 | 21,227.04 | -11,670.35 | -122.12% | 324,535.22 | 506,779.68 | -182,244.46 | -56.16% |
| 53 - GENERAL SERVICES | 15,300.07 | 9,827.92 | 5,472.15 | 35.77% | 100,260.16 | 114,743.58 | -14,483.42 | -14.45% |
| 54 - MACHINE & EQUIPMENT MAI | 1,578.24 | 1,758.59 | -180.35 | -11.43% | 121,317.12 | 113,244.81 | 8,072.31 | 6.65% |
| 55 - CAPITAL OUTLAY | 134,814.29 | 50,813.54 | 84,000.75 | 62.31% | 293,405.41 | 198,263.49 | 95,141.92 | 32.43% |
| 56 - BANK CHARGES | 0.00 | 0.00 | 0.00 | 0.00% | 1.74 | 0.07 | 1.67 | 95.98% |
| 57 - DEBT SERVICE | 26,732.48 | 26,735.46 | -2.98 | -0.01% | 122,131.01 | 87,349.15 | 34,781.86 | 28.48% |
| Department 701 - POLICE DEPARTMENT Total: | 502,540.31 | 571,010.59 | -68,470.28 | -13.62% | 3,386,809.29 | 3,492,426.12 | -105,616.83 | -3.12% |
| Department: 801 - DEVELOPMENT SERVICES | | | | | | | | |
| 51 - PERSONNEL | 30,801.02 | 42,075.65 | -11,274.63 | -36.60% | 152,639.49 | 217,370.39 | -64,730.90 | -42.41% |
| 52 - CONTRACTUAL | 2,323.25 | 2,174.55 | 148.70 | 6.40% | 84,254.34 | 43,684.00 | 40,570.34 | 48.15% |
| 53 - GENERAL SERVICES | 241.05 | 593.51 | -352.46 | -146.22% | 3,489.82 | 3,654.27 | -164.45 | -4.71% |
| 54 - MACHINE & EQUIPMENT MAI | 83.10 | 50.40 | 32.70 | 39.35% | 9,845.71 | 10,334.73 | -489.02 | -4.97% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 73,853.00 | 0.00 | 73,853.00 | 100.00% |
| 56 - BANK CHARGES | 1.41 | 0.00 | 1.41 | 100.00% | 30.22 | 0.00 | 30.22 | 100.00% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 | | 2020-2021 | | April Variance | | YTD Variance | |
|---|---------------------|---------------------|---------------------------|-----------------|----------------------|----------------------|---------------------------|----------------|
| | April Activity | April Activity | Favorable / (Unfavorable) | Variance % | YTD Activity | YTD Activity | Favorable / (Unfavorable) | Variance % |
| 58 - GRANT DISBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 5,000.00 | -5,000.00 | 0.00% |
| Department 801 - DEVELOPMENT SERVICES Total: | 33,449.83 | 44,894.11 | -11,444.28 | -34.21% | 324,112.58 | 280,043.39 | 44,069.19 | 13.60% |
| Department: 900 - TRANSFERS | | | | | | | | |
| 59 - TRANSFER | 0.00 | 1,127,565.00 | -1,127,565.00 | 0.00% | 0.00 | 1,127,565.00 | -1,127,565.00 | 0.00% |
| Department 900 - TRANSFERS Total: | 0.00 | 1,127,565.00 | -1,127,565.00 | 0.00% | 0.00 | 1,127,565.00 | -1,127,565.00 | 0.00% |
| Expense Total: | 1,081,510.17 | 2,801,956.97 | -1,720,446.80 | -159.08% | 9,041,402.92 | 10,710,951.03 | -1,669,548.11 | -18.47% |
| Total Revenues | 1,208,718.44 | 2,280,431.63 | 1,071,713.19 | 88.67% | 11,913,629.63 | 14,078,386.20 | 2,164,756.57 | 18.17% |
| Fund 01 Surplus (Deficit): | 127,208.27 | -521,525.34 | -648,733.61 | -509.98% | 2,872,226.71 | 3,367,435.17 | 495,208.46 | 17.24% |

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2021 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|----------------|
| Fund: 02 - WATER AND WASTEWATER FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 41 - LICENSES AND PERMITS | 0.00 | 113.55 | 113.55 | 0.00% | 0.00 | 336.72 | 336.72 | 0.00% |
| 43 - INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00% | 103,802.18 | 0.00 | -103,802.18 | -100.00% |
| 44 - CHARGES FOR SERVICES | 592,467.24 | 680,559.40 | 88,092.16 | 14.87% | 4,645,825.21 | 4,911,071.54 | 265,246.33 | 5.71% |
| 45 - OTHER REVENUE | 6,000.78 | 465.34 | -5,535.44 | -92.25% | 203,009.68 | 18,027.19 | -184,982.49 | -91.12% |
| 49 - TRANSFER | 0.00 | 34,753.00 | 34,753.00 | 0.00% | 0.00 | 34,753.00 | 34,753.00 | 0.00% |
| Revenue Total: | 598,468.02 | 715,891.29 | 117,423.27 | 19.62% | 4,952,637.07 | 4,964,188.45 | 11,551.38 | 0.23% |
| Expense | | | | | | | | |
| Department: 000 - UTILITIES ADMINISTRATION | | | | | | | | |
| 51 - PERSONNEL | 26,019.38 | 25,969.19 | 50.19 | 0.19% | 195,238.39 | 140,869.29 | 54,369.10 | 27.85% |
| 52 - CONTRACTUAL | -67.98 | 7,709.45 | -7,777.43 | -11,440.76% | 5,675.73 | 27,495.16 | -21,819.43 | -384.43% |
| 53 - GENERAL SERVICES | 79.61 | 49.70 | 29.91 | 37.57% | 471.80 | 3,949.17 | -3,477.37 | -737.04% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 24.67 | 110.00 | -85.33 | -345.89% |
| 55 - CAPITAL OUTLAY | 104,570.30 | 0.00 | 104,570.30 | 100.00% | 455,047.47 | 0.00 | 455,047.47 | 100.00% |
| Department 000 - UTILITIES ADMINISTRATION Total: | 130,601.31 | 33,728.34 | 96,872.97 | 74.17% | 656,458.06 | 172,423.62 | 484,034.44 | 73.73% |
| Department: 001 - WATER PRODUCTION | | | | | | | | |
| 51 - PERSONNEL | 18,924.54 | 26,064.34 | -7,139.80 | -37.73% | 128,851.17 | 134,092.84 | -5,241.67 | -4.07% |
| 52 - CONTRACTUAL | 25,729.49 | 61,270.23 | -35,540.74 | -138.13% | 351,034.54 | 389,902.37 | -38,867.83 | -11.07% |
| 53 - GENERAL SERVICES | 697.51 | 622.45 | 75.06 | 10.76% | 5,490.33 | 3,806.08 | 1,684.25 | 30.68% |
| 54 - MACHINE & EQUIPMENT MAI | 31,609.54 | 24,555.84 | 7,053.70 | 22.32% | 116,323.99 | 125,943.88 | -9,619.89 | -8.27% |
| 55 - CAPITAL OUTLAY | 37,007.00 | 43,250.00 | -6,243.00 | -16.87% | 37,007.00 | 122,900.00 | -85,893.00 | -232.10% |
| Department 001 - WATER PRODUCTION Total: | 113,968.08 | 155,762.86 | -41,794.78 | -36.67% | 638,707.03 | 776,645.17 | -137,938.14 | -21.60% |
| Department: 002 - WATER DISTRIBUTION | | | | | | | | |
| 51 - PERSONNEL | 13,935.48 | 22,087.68 | -8,152.20 | -58.50% | 107,725.32 | 117,534.91 | -9,809.59 | -9.11% |
| 52 - CONTRACTUAL | 5,383.24 | 20,970.12 | -15,586.88 | -289.54% | 99,061.30 | 77,453.64 | 21,607.66 | 21.81% |
| 53 - GENERAL SERVICES | 1,270.91 | 5,216.38 | -3,945.47 | -310.44% | 14,652.91 | 17,079.03 | -2,426.12 | -16.56% |
| 54 - MACHINE & EQUIPMENT MAI | 18,017.15 | 554.18 | 17,462.97 | 96.92% | 64,246.71 | 56,211.46 | 8,035.25 | 12.51% |
| 55 - CAPITAL OUTLAY | 0.00 | 213,559.50 | -213,559.50 | 0.00% | 800,000.00 | 276,734.98 | 523,265.02 | 65.41% |
| Department 002 - WATER DISTRIBUTION Total: | 38,606.78 | 262,387.86 | -223,781.08 | -579.64% | 1,085,686.24 | 545,014.02 | 540,672.22 | 49.80% |
| Department: 003 - CUSTOMER SERVICE | | | | | | | | |
| 51 - PERSONNEL | 14,129.54 | 19,534.49 | -5,404.95 | -38.25% | 103,973.81 | 103,363.87 | 609.94 | 0.59% |
| 52 - CONTRACTUAL | 140.23 | 181.36 | -41.13 | -29.33% | 3,960.38 | 3,868.07 | 92.31 | 2.33% |
| 53 - GENERAL SERVICES | 440.77 | 584.48 | -143.71 | -32.60% | 5,302.30 | 3,765.42 | 1,536.88 | 28.99% |
| 54 - MACHINE & EQUIPMENT MAI | -267.00 | 154.43 | -421.43 | -157.84% | 34,310.58 | 35,310.13 | -999.55 | -2.91% |
| Department 003 - CUSTOMER SERVICE Total: | 14,443.54 | 20,454.76 | -6,011.22 | -41.62% | 147,547.07 | 146,307.49 | 1,239.58 | 0.84% |
| Department: 011 - WASTEWATER COLLECTION | | | | | | | | |
| 51 - PERSONNEL | 16,419.68 | 20,707.13 | -4,287.45 | -26.11% | 153,919.02 | 112,044.86 | 41,874.16 | 27.21% |
| 52 - CONTRACTUAL | 4,697.26 | 4,345.46 | 351.80 | 7.49% | 52,670.02 | 39,609.86 | 13,060.16 | 24.80% |
| 53 - GENERAL SERVICES | 1,133.49 | 805.46 | 328.03 | 28.94% | 9,559.19 | 8,180.65 | 1,378.54 | 14.42% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 | 2020-2021 | April Variance | | 2019-2020 | 2020-2021 | YTD Variance | |
|---|-------------------|---------------------|------------------------------|-------------------|----------------------|---------------------|------------------------------|----------------|
| | April Activity | April Activity | Favorable / (Unfavorable) | Variance % | YTD Activity | YTD Activity | Favorable / (Unfavorable) | Variance % |
| 54 - MACHINE & EQUIPMENT MAI | 1,826.13 | 101.17 | 1,724.96 | 94.46% | 25,522.72 | 16,263.38 | 9,259.34 | 36.28% |
| 55 - CAPITAL OUTLAY | 209,074.86 | 49,245.42 | 159,829.44 | 76.45% | 3,195,287.71 | 162,661.18 | 3,032,626.53 | 94.91% |
| Department 011 - WASTEWATER COLLECTION Total: | 233,151.42 | 75,204.64 | 157,946.78 | 67.74% | 3,436,958.66 | 338,759.93 | 3,098,198.73 | 90.14% |
| Department: 012 - WASTEWATER TREATMENT | | | | | | | | |
| 52 - CONTRACTUAL | 77,493.85 | 95,917.51 | -18,423.66 | -23.77% | 563,916.84 | 567,556.36 | -3,639.52 | -0.65% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 22,531.39 | 19,278.00 | 3,253.39 | 14.44% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 212,733.75 | 0.00 | 212,733.75 | 100.00% |
| Department 012 - WASTEWATER TREATMENT Total: | 77,493.85 | 95,917.51 | -18,423.66 | -23.77% | 799,181.98 | 586,834.36 | 212,347.62 | 26.57% |
| Department: 020 - BILLING & COLLECTION | | | | | | | | |
| 51 - PERSONNEL | 7,864.08 | 11,138.49 | -3,274.41 | -41.64% | 54,983.41 | 59,719.53 | -4,736.12 | -8.61% |
| 52 - CONTRACTUAL | 3,875.45 | 10,000.53 | -6,125.08 | -158.05% | 52,316.74 | 50,623.29 | 1,693.45 | 3.24% |
| 53 - GENERAL SERVICES | 5,538.83 | 8,555.08 | -3,016.25 | -54.46% | 37,774.85 | 65,473.39 | -27,698.54 | -73.33% |
| 54 - MACHINE & EQUIPMENT MAI | 265.00 | 0.00 | 265.00 | 100.00% | 21,527.38 | 23,263.49 | -1,736.11 | -8.06% |
| Department 020 - BILLING & COLLECTION Total: | 17,543.36 | 29,694.10 | -12,150.74 | -69.26% | 166,602.38 | 199,079.70 | -32,477.32 | -19.49% |
| Department: 901 - NON-DEPARTMENTAL | | | | | | | | |
| 56 - BANK CHARGES | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 2.40 | -2.40 | 0.00% |
| 57 - DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00% | 1,298,870.50 | 1,300,883.00 | -2,012.50 | -0.15% |
| 59 - TRANSFER | 27,814.52 | 526,864.20 | -499,049.68 | -1,794.21% | 231,400.17 | 744,980.57 | -513,580.40 | -221.94% |
| Department 901 - NON-DEPARTMENTAL Total: | 27,814.52 | 526,864.20 | -499,049.68 | -1,794.21% | 1,530,270.67 | 2,045,865.97 | -515,595.30 | -33.69% |
| Expense Total: | 653,622.86 | 1,200,014.27 | -546,391.41 | -83.59% | 8,461,412.09 | 4,810,930.26 | 3,650,481.83 | 43.14% |
| Total Revenues | 598,468.02 | 715,891.29 | 117,423.27 | 19.62% | 4,952,637.07 | 4,964,188.45 | 11,551.38 | 0.23% |
| Fund 02 Surplus (Deficit): | -55,154.84 | -484,122.98 | -428,968.14 | -777.75% | -3,508,775.02 | 153,258.19 | 3,662,033.21 | 104.37% |

Prior-Year Comparative Income Statement

For the Period Ending 04 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| Fund: 03 - SANITARY LANDFILL FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 44 - CHARGES FOR SERVICES | 90,064.40 | 84,660.60 | -5,403.80 | -6.00% | 584,931.66 | 539,021.45 | -45,910.21 | -7.85% |
| 45 - OTHER REVENUE | 1,226.22 | 12.19 | -1,214.03 | -99.01% | 11,351.37 | 877.64 | -10,473.73 | -92.27% |
| Revenue Total: | 91,290.62 | 84,672.79 | -6,617.83 | -7.25% | 596,283.03 | 539,899.09 | -56,383.94 | -9.46% |
| Expense | | | | | | | | |
| Department: 030 - LANDFILL | | | | | | | | |
| 51 - PERSONNEL | 13,292.51 | 23,874.13 | -10,581.62 | -79.61% | 113,937.33 | 130,413.80 | -16,476.47 | -14.46% |
| 52 - CONTRACTUAL | 4,588.60 | 3,158.64 | 1,429.96 | 31.16% | 29,129.53 | 26,401.73 | 2,727.80 | 9.36% |
| 53 - GENERAL SERVICES | 1,905.37 | 5,072.49 | -3,167.12 | -166.22% | 33,461.80 | 31,261.76 | 2,200.04 | 6.57% |
| 54 - MACHINE & EQUIPMENT MAI | 10,427.28 | 11,505.12 | -1,077.84 | -10.34% | 72,652.89 | 70,779.92 | 1,872.97 | 2.58% |
| 55 - CAPITAL OUTLAY | 148,709.42 | 0.00 | 148,709.42 | 100.00% | 224,726.01 | 0.00 | 224,726.01 | 100.00% |
| 59 - TRANSFER | 0.00 | 28,763.00 | -28,763.00 | 0.00% | 0.00 | 28,763.00 | -28,763.00 | 0.00% |
| Department 030 - LANDFILL Total: | 178,923.18 | 72,373.38 | 106,549.80 | 59.55% | 473,907.56 | 287,620.21 | 186,287.35 | 39.31% |
| Expense Total: | 178,923.18 | 72,373.38 | 106,549.80 | 59.55% | 473,907.56 | 287,620.21 | 186,287.35 | 39.31% |
| Total Revenues | 91,290.62 | 84,672.79 | -6,617.83 | -7.25% | 596,283.03 | 539,899.09 | -56,383.94 | -9.46% |
| Fund 03 Surplus (Deficit): | -87,632.56 | 12,299.41 | 99,931.97 | 114.04% | 122,375.47 | 252,278.88 | 129,903.41 | 106.15% |

Prior-Year Comparative Income Statement

For the Period Ending 04/30/2021 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|--|-----------------------------|-----------------------------|--|------------------|---------------------------|---------------------------|--|----------------|
| Fund: 04 - AIRPORT FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 44 - CHARGES FOR SERVICES | 8,797.45 | 9,467.15 | 669.70 | 7.61% | 64,403.53 | 65,737.01 | 1,333.48 | 2.07% |
| 49 - TRANSFER | 0.00 | 160,000.00 | 160,000.00 | 0.00% | 0.00 | 160,000.00 | 160,000.00 | 0.00% |
| Revenue Total: | 8,797.45 | 169,467.15 | 160,669.70 | 1,826.32% | 64,403.53 | 225,737.01 | 161,333.48 | 250.50% |
| Expense | | | | | | | | |
| Department: 040 - AIRPORT | | | | | | | | |
| 51 - PERSONNEL | 1,149.58 | 686.39 | 463.19 | 40.29% | 2,691.33 | 3,499.72 | -808.39 | -30.04% |
| 52 - CONTRACTUAL | 2,540.50 | 5,424.99 | -2,884.49 | -113.54% | 24,916.34 | 28,145.11 | -3,228.77 | -12.96% |
| 53 - GENERAL SERVICES | 227.25 | 0.00 | 227.25 | 100.00% | 227.25 | 71.00 | 156.25 | 68.76% |
| 54 - MACHINE & EQUIPMENT MAI | 650.00 | 963.70 | -313.70 | -48.26% | 9,345.56 | 8,727.61 | 617.95 | 6.61% |
| 55 - CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% | 556.98 | 0.00 | 556.98 | 100.00% |
| Department 040 - AIRPORT Total: | 4,567.33 | 7,075.08 | -2,507.75 | -54.91% | 37,737.46 | 40,443.44 | -2,705.98 | -7.17% |
| Expense Total: | 4,567.33 | 7,075.08 | -2,507.75 | -54.91% | 37,737.46 | 40,443.44 | -2,705.98 | -7.17% |
| Total Revenues | 8,797.45 | 169,467.15 | 160,669.70 | 1,826.32% | 64,403.53 | 225,737.01 | 161,333.48 | 250.50% |
| Fund 04 Surplus (Deficit): | 4,230.12 | 162,392.07 | 158,161.95 | 3,738.95% | 26,666.07 | 185,293.57 | 158,627.50 | 594.87% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 | | | | 2020-2021 | | | |
|---|------------------|--------------------|--|---------------------|-------------------|---------------------|--|-------------------|
| | April Activity | April Activity | April Variance Favorable / (Unfavorable) | Variance % | YTD Activity | YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
| Fund: 05 - STORM WATER DRAINAGE FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 41 - LICENSES AND PERMITS | 0.00 | 1,136.84 | 1,136.84 | 0.00% | 0.00 | 1,360.01 | 1,360.01 | 0.00% |
| 43 - INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00% | 27,200.00 | 47,600.00 | 20,400.00 | 75.00% |
| 44 - CHARGES FOR SERVICES | 53,745.21 | 54,454.92 | 709.71 | 1.32% | 378,053.05 | 379,990.53 | 1,937.48 | 0.51% |
| 45 - OTHER REVENUE | 280.75 | 5.58 | -275.17 | -98.01% | 7,852.12 | 374.87 | -7,477.25 | -95.23% |
| Revenue Total: | 54,025.96 | 55,597.34 | 1,571.38 | 2.91% | 413,105.17 | 429,325.41 | 16,220.24 | 3.93% |
| Expense | | | | | | | | |
| Department: 050 - STORM WATER DRAINAGE | | | | | | | | |
| 52 - CONTRACTUAL | 4.89 | 5,687.32 | -5,682.43 | -116,205.11% | 32,971.98 | 19,512.35 | 13,459.63 | 40.82% |
| 55 - CAPITAL OUTLAY | 0.00 | 151,628.07 | -151,628.07 | 0.00% | 38,147.45 | 788,771.13 | -750,623.68 | -1,967.69% |
| 56 - BANK CHARGES | 0.00 | 0.00 | 0.00 | 0.00% | 147.50 | 447.50 | -300.00 | -203.39% |
| 57 - DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00% | 405,248.00 | 409,990.00 | -4,742.00 | -1.17% |
| 59 - TRANSFER | 0.00 | 199,008.00 | -199,008.00 | 0.00% | 0.00 | 199,008.00 | -199,008.00 | 0.00% |
| Department 050 - STORM WATER DRAINAGE Total: | 4.89 | 356,323.39 | -356,318.50 | -286,676.89% | 476,514.93 | 1,417,728.98 | -941,214.05 | -197.52% |
| Expense Total: | 4.89 | 356,323.39 | -356,318.50 | -286,676.89% | 476,514.93 | 1,417,728.98 | -941,214.05 | -197.52% |
| Total Revenues | 54,025.96 | 55,597.34 | 1,571.38 | 2.91% | 413,105.17 | 429,325.41 | 16,220.24 | 3.93% |
| Fund 05 Surplus (Deficit): | 54,021.07 | -300,726.05 | -354,747.12 | -656.68% | -63,409.76 | -988,403.57 | -924,993.81 | -1,458.76% |

Prior-Year Comparative Income Statement

For the Period Ending 04 Item 16.

| Categor... | | | | | For the Period Ending 04 | | | |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|-----------------|
| | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
| Fund: 07 - HOTEL OCCUPANCY TAX FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 40 - TAXES | 41,375.61 | 25,418.36 | -15,957.25 | -38.57% | 204,612.03 | 188,945.12 | -15,666.91 | -7.66% |
| 44 - CHARGES FOR SERVICES | 2,500.00 | 5,500.00 | 3,000.00 | 120.00% | 6,800.00 | 8,000.00 | 1,200.00 | 17.65% |
| 45 - OTHER REVENUE | 124.73 | 3.27 | -121.46 | -97.38% | 1,841.04 | 122.09 | -1,718.95 | -93.37% |
| Revenue Total: | 44,000.34 | 30,921.63 | -13,078.71 | -29.72% | 213,253.07 | 197,067.21 | -16,185.86 | -7.59% |
| Expense | | | | | | | | |
| Department: 070 - TOURISM | | | | | | | | |
| 51 - PERSONNEL | 5,963.84 | 8,535.06 | -2,571.22 | -43.11% | 42,596.30 | 45,438.70 | -2,842.40 | -6.67% |
| 52 - CONTRACTUAL | 0.23 | 223.90 | -223.67 | -97,247.83% | 12,028.95 | 141,847.29 | -129,818.34 | -1,079.22% |
| 53 - GENERAL SERVICES | 106.30 | 728.76 | -622.46 | -585.57% | 4,090.68 | 1,510.16 | 2,580.52 | 63.08% |
| 58 - GRANT DISBURSEMENTS | 530.13 | 1,459.13 | -929.00 | -175.24% | 49,947.28 | 48,483.67 | 1,463.61 | 2.93% |
| Department 070 - TOURISM Total: | 6,600.50 | 10,946.85 | -4,346.35 | -65.85% | 108,663.21 | 237,279.82 | -128,616.61 | -118.36% |
| Expense Total: | 6,600.50 | 10,946.85 | -4,346.35 | -65.85% | 108,663.21 | 237,279.82 | -128,616.61 | -118.36% |
| Total Revenues | 44,000.34 | 30,921.63 | -13,078.71 | -29.72% | 213,253.07 | 197,067.21 | -16,185.86 | -7.59% |
| Fund 07 Surplus (Deficit): | 37,399.84 | 19,974.78 | -17,425.06 | -46.59% | 104,589.86 | -40,212.61 | -144,802.47 | -138.45% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|---------------|---------------------------|---------------------------|--|-----------------|
| Fund: 08 - DEBT SERVICE FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 40 - TAXES | 589.93 | 1,195.52 | 605.59 | 102.65% | 253,542.50 | 260,771.52 | 7,229.02 | 2.85% |
| 45 - OTHER REVENUE | 12.48 | 2.80 | -9.68 | -77.56% | 1,402.95 | 78.26 | -1,324.69 | -94.42% |
| Revenue Total: | 602.41 | 1,198.32 | 595.91 | 98.92% | 254,945.45 | 260,849.78 | 5,904.33 | 2.32% |
| Expense | | | | | | | | |
| Department: 080 - DEBT SERVICE | | | | | | | | |
| 56 - BANK CHARGES | 0.00 | 300.00 | -300.00 | 0.00% | 0.00 | 300.00 | -300.00 | 0.00% |
| 57 - DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00% | 221,775.00 | 400,900.00 | -179,125.00 | -80.77% |
| Department 080 - DEBT SERVICE Total: | 0.00 | 300.00 | -300.00 | 0.00% | 221,775.00 | 401,200.00 | -179,425.00 | -80.90% |
| Expense Total: | 0.00 | 300.00 | -300.00 | 0.00% | 221,775.00 | 401,200.00 | -179,425.00 | -80.90% |
| Total Revenues | 602.41 | 1,198.32 | 595.91 | 98.92% | 254,945.45 | 260,849.78 | 5,904.33 | 2.32% |
| Fund 08 Surplus (Deficit): | 602.41 | 898.32 | 295.91 | 49.12% | 33,170.45 | -140,350.22 | -173,520.67 | -523.12% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|-----------------|
| Fund: 10 - CAPITAL PROJECTS FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 41 - LICENSES AND PERMITS | 0.00 | 2,506.25 | 2,506.25 | 0.00% | 0.00 | 2,506.25 | 2,506.25 | 0.00% |
| 44 - CHARGES FOR SERVICES | 0.00 | 0.00 | 0.00 | 0.00% | 4,167.00 | 0.00 | -4,167.00 | -100.00% |
| 45 - OTHER REVENUE | 12,885,736.60 | 121.49 | -12,885,615.11 | -100.00% | 12,890,217.93 | 5,557.90 | -12,884,660.03 | -99.96% |
| 49 - TRANSFER | 0.00 | 967,565.00 | 967,565.00 | 0.00% | 0.00 | 967,565.00 | 967,565.00 | 0.00% |
| Revenue Total: | 12,885,736.60 | 970,192.74 | -11,915,543.86 | -92.47% | 12,894,384.93 | 975,629.15 | -11,918,755.78 | -92.43% |
| Expense | | | | | | | | |
| Department: 402 - STREET MAINTENANCE | | | | | | | | |
| 55 - CAPITAL OUTLAY | 55,464.05 | 392,234.35 | -336,770.30 | -607.19% | 237,582.67 | 2,925,428.43 | -2,687,845.76 | -1,131.33% |
| 56 - BANK CHARGES | 253,094.83 | 0.00 | 253,094.83 | 100.00% | 262,594.83 | 0.00 | 262,594.83 | 100.00% |
| Department 402 - STREET MAINTENANCE Total: | 308,558.88 | 392,234.35 | -83,675.47 | -27.12% | 500,177.50 | 2,925,428.43 | -2,425,250.93 | -484.88% |
| Expense Total: | 308,558.88 | 392,234.35 | -83,675.47 | -27.12% | 500,177.50 | 2,925,428.43 | -2,425,250.93 | -484.88% |
| Total Revenues | 12,885,736.60 | 970,192.74 | -11,915,543.86 | -92.47% | 12,894,384.93 | 975,629.15 | -11,918,755.78 | -92.43% |
| Fund 10 Surplus (Deficit): | 12,577,177.72 | 577,958.39 | -11,999,219.33 | -95.40% | 12,394,207.43 | -1,949,799.28 | -14,344,006.71 | -115.73% |

Prior-Year Comparative Income Statement

For the Period Ending 04 Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|-------------------------------------|-----------------------------|-----------------------------|--|---------------|---------------------------|---------------------------|--|---------------|
| Fund: 11 - CHILD SAFETY FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 42 - FINES AND FORFEITURES | 77.45 | 144.28 | 66.83 | 86.29% | 950.00 | 1,538.27 | 588.27 | 61.92% |
| 45 - OTHER REVENUE | 0.79 | 0.00 | -0.79 | -100.00% | 12.76 | 1.39 | -11.37 | -89.11% |
| Revenue Total: | 78.24 | 144.28 | 66.04 | 84.41% | 962.76 | 1,539.66 | 576.90 | 59.92% |
| Total Revenues | 78.24 | 144.28 | 66.04 | 84.41% | 962.76 | 1,539.66 | 576.90 | 59.92% |
| Fund 11 Total: | 78.24 | 144.28 | 66.04 | 84.41% | 962.76 | 1,539.66 | 576.90 | 59.92% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| Fund: 12 - COURT TECHNOLOGY FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 42 - FINES AND FORFEITURES | 76.79 | 348.85 | 272.06 | 354.29% | 677.25 | 2,702.46 | 2,025.21 | 299.03% |
| 45 - OTHER REVENUE | 1.71 | 0.03 | -1.68 | -98.25% | 32.58 | 2.62 | -29.96 | -91.96% |
| Revenue Total: | 78.50 | 348.88 | 270.38 | 344.43% | 709.83 | 2,705.08 | 1,995.25 | 281.09% |
| Expense | | | | | | | | |
| Department: 120 - COURT TECHNOLOGY | | | | | | | | |
| 52 - CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00% | 186.00 | 0.00 | 186.00 | 100.00% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 8,222.11 | 0.00 | 8,222.11 | 100.00% |
| Department 120 - COURT TECHNOLOGY Total: | 0.00 | 0.00 | 0.00 | 0.00% | 8,408.11 | 0.00 | 8,408.11 | 100.00% |
| Expense Total: | 0.00 | 0.00 | 0.00 | 0.00% | 8,408.11 | 0.00 | 8,408.11 | 100.00% |
| Total Revenues | 78.50 | 348.88 | 270.38 | 344.43% | 709.83 | 2,705.08 | 1,995.25 | 281.09% |
| Fund 12 Surplus (Deficit): | 78.50 | 348.88 | 270.38 | 344.43% | -7,698.28 | 2,705.08 | 10,403.36 | 135.14% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|--|-----------------------------|-----------------------------|--|----------------|---------------------------|---------------------------|--|----------------|
| Fund: 13 - PUBLIC SAFETY FUND | | | | | | | | |
| Revenue | | | | | | | | |
| 43 - INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 | 0.00% | 3,537.55 | 3,206.87 | -330.68 | -9.35% |
| 45 - OTHER REVENUE | 28.80 | 0.75 | -28.05 | -97.40% | 830.95 | 30.05 | -800.90 | -96.38% |
| Revenue Total: | 28.80 | 0.75 | -28.05 | -97.40% | 4,368.50 | 3,236.92 | -1,131.58 | -25.90% |
| Expense | | | | | | | | |
| Department: 130 - PUBLIC SAFETY | | | | | | | | |
| 53 - GENERAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00% | 526.89 | 0.00 | 526.89 | 100.00% |
| Department 130 - PUBLIC SAFETY Total: | 0.00 | 0.00 | 0.00 | 0.00% | 526.89 | 0.00 | 526.89 | 100.00% |
| Expense Total: | 0.00 | 0.00 | 0.00 | 0.00% | 526.89 | 0.00 | 526.89 | 100.00% |
| Total Revenues | 28.80 | 0.75 | -28.05 | -97.40% | 4,368.50 | 3,236.92 | -1,131.58 | -25.90% |
| Fund 13 Surplus (Deficit): | 28.80 | 0.75 | -28.05 | -97.40% | 3,841.61 | 3,236.92 | -604.69 | -15.74% |

Prior-Year Comparative Income Statement

For the Period Ending 04

Item 16.

| Categor... | 2019-2020 April Activity | 2020-2021 April Activity | April Variance Favorable / (Unfavorable) | Variance % | 2019-2020 YTD Activity | 2020-2021 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|-------------------------------------|-----------------------------|-----------------------------|--|-----------------|---------------------------|---------------------------|--|----------------|
| Fund: 79 - SEDA | | | | | | | | |
| Revenue | | | | | | | | |
| 40 - TAXES | 37,190.75 | 36,766.05 | -424.70 | -1.14% | 312,595.29 | 361,288.63 | 48,693.34 | 15.58% |
| 45 - OTHER REVENUE | 326.95 | 10.82 | -316.13 | -96.69% | 6,650.98 | 386.15 | -6,264.83 | -94.19% |
| Revenue Total: | 37,517.70 | 36,776.87 | -740.83 | -1.97% | 319,246.27 | 361,674.78 | 42,428.51 | 13.29% |
| Expense | | | | | | | | |
| Department: 790 - SEDA | | | | | | | | |
| 51 - PERSONNEL | 17,754.76 | 24,702.33 | -6,947.57 | -39.13% | 118,148.10 | 128,876.73 | -10,728.63 | -9.08% |
| 52 - CONTRACTUAL | 3,168.67 | 1,068.38 | 2,100.29 | 66.28% | 106,576.53 | 111,330.95 | -4,754.42 | -4.46% |
| 53 - GENERAL SERVICES | 293.33 | 384.40 | -91.07 | -31.05% | 1,515.41 | 2,107.01 | -591.60 | -39.04% |
| 54 - MACHINE & EQUIPMENT MAI | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 649.00 | -649.00 | 0.00% |
| 56 - BANK CHARGES | 77.12 | 0.00 | 77.12 | 100.00% | 152.20 | 0.00 | 152.20 | 100.00% |
| 58 - GRANT DISBURSEMENTS | 1,500.00 | 0.00 | 1,500.00 | 100.00% | 1,716.96 | 13,924.79 | -12,207.83 | -711.01% |
| Department 790 - SEDA Total: | 22,793.88 | 26,155.11 | -3,361.23 | -14.75% | 228,109.20 | 256,888.48 | -28,779.28 | -12.62% |
| Expense Total: | 22,793.88 | 26,155.11 | -3,361.23 | -14.75% | 228,109.20 | 256,888.48 | -28,779.28 | -12.62% |
| Total Revenues | 37,517.70 | 36,776.87 | -740.83 | -1.97% | 319,246.27 | 361,674.78 | 42,428.51 | 13.29% |
| Fund 79 Surplus (Deficit): | 14,723.82 | 10,621.76 | -4,102.06 | -27.86% | 91,137.07 | 104,786.30 | 13,649.23 | 14.98% |
| Total Surplus (Deficit): | 12,672,761.39 | -521,735.73 | -13,194,497.12 | -104.12% | 12,069,294.37 | 951,768.09 | -11,117,526.28 | -92.11% |

Fund Summary

| Fund | 2019-2020 | 2020-2021 | April Variance | | 2019-2020 | 2020-2021 | YTD Variance | |
|---------------------------------|----------------------|--------------------|------------------------------|-----------------|----------------------|-------------------|------------------------------|----------------|
| | April Activity | April Activity | Favorable / (Unfavorable) | Variance % | YTD Activity | YTD Activity | Favorable / (Unfavorable) | Variance % |
| 01 - GENERAL FUND | 127,208.27 | -521,525.34 | -648,733.61 | -509.98% | 2,872,226.71 | 3,367,435.17 | 495,208.46 | 17.24% |
| 02 - WATER AND WASTEWATE... | -55,154.84 | -484,122.98 | -428,968.14 | -777.75% | -3,508,775.02 | 153,258.19 | 3,662,033.21 | 104.37% |
| 03 - SANITARY LANDFILL FUND | -87,632.56 | 12,299.41 | 99,931.97 | 114.04% | 122,375.47 | 252,278.88 | 129,903.41 | 106.15% |
| 04 - AIRPORT FUND | 4,230.12 | 162,392.07 | 158,161.95 | 3,738.95% | 26,666.07 | 185,293.57 | 158,627.50 | 594.87% |
| 05 - STORM WATER DRAINAGE... | 54,021.07 | -300,726.05 | -354,747.12 | -656.68% | -63,409.76 | -988,403.57 | -924,993.81 | -1,458.76% |
| 07 - HOTEL OCCUPANCY TAX F... | 37,399.84 | 19,974.78 | -17,425.06 | -46.59% | 104,589.86 | -40,212.61 | -144,802.47 | -138.45% |
| 08 - DEBT SERVICE FUND | 602.41 | 898.32 | 295.91 | 49.12% | 33,170.45 | -140,350.22 | -173,520.67 | -523.12% |
| 10 - CAPITAL PROJECTS FUND | 12,577,177.72 | 577,958.39 | -11,999,219.33 | -95.40% | 12,394,207.43 | -1,949,799.28 | -14,344,006.71 | -115.73% |
| 11 - CHILD SAFETY FUND | 78.24 | 144.28 | 66.04 | 84.41% | 962.76 | 1,539.66 | 576.90 | 59.92% |
| 12 - COURT TECHNOLOGY FU... | 78.50 | 348.88 | 270.38 | 344.43% | -7,698.28 | 2,705.08 | 10,403.36 | 135.14% |
| 13 - PUBLIC SAFETY FUND | 28.80 | 0.75 | -28.05 | -97.40% | 3,841.61 | 3,236.92 | -604.69 | -15.74% |
| 79 - SEDA | 14,723.82 | 10,621.76 | -4,102.06 | -27.86% | 91,137.07 | 104,786.30 | 13,649.23 | 14.98% |
| Total Surplus (Deficit): | 12,672,761.39 | -521,735.73 | -13,194,497.12 | -104.12% | 12,069,294.37 | 951,768.09 | -11,117,526.28 | -92.11% |



REGULAR CITY COUNCIL MEETING

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

MINUTES

The City Council of the City of Stephenville, Texas, convened on May 4, 2021, in the City Hall Council Chambers, for the purpose of a Regular City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

- Mayor Doug Svien
- Mayor Pro Tem Mark McClinton
- Council Member Justin Haschke
- Council Member Nick Robinson
- Council Member Brady Pendleton
- Council Member Ricky Thurman
- Council Member Alan Nix
- Council Member Gerald Cook
- Council Member 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 Brandon Huckabee led the Pledges of Allegiance.

INVOCATION

Curt Plaxco, Stephenville Church of the Nazarene, gave the invocation.

CITIZENS GENERAL DISCUSSION

Kenny Weldon, 5550 CR 461, Stephenville, thanked the Council and city staff for the work that went into the bond election. He stated that he was disappointed in the outcome of the election, as well as the voter turnout. He stated that the condition the city is in did not happen overnight, and the problems will not be fixed overnight either. He encouraged council to continue to persist in investing in the safety, security, infrastructure, and quality of life.

REGULAR AGENDA

1. Reading of Proclamation in Memory of Sgt. Steven Watts

Mayor Svien read the following proclamation in memory of Stephenville Police Department Sergeant Steven Watts, who passed away on April 26, 2021 after a brief illness:

PROCLAMATION

WHEREAS, Sgt. Steven Watts was born on September 24, 1967, in Dallas, Texas, to Curtis and Betty Watts; and

WHEREAS, Sgt. Steven Watts began his career serving others when he joined the United States Army in 1989 where he served as a member of the Military Police at West Point and in Korea; and

WHEREAS, Sgt. Steven Watts joined the Stephenville Police Department in 1996 where he proudly wore badge number 428, and was promoted to Sergeant in 2005; and

WHEREAS, Sgt. Steven Watts married the love of his life, Jenny, in 2007, and gained two children whom he loved and adored, Hannah and Nick; and

WHEREAS, Sgt. Steven Watts was called to his heavenly home on April 26, 2021 after battling a short illness; and

WHEREAS, Sgt. Steven Watts will always be remembered for his kindness, patience, and servant leader heart; and

WHEREAS, the City of Stephenville wishes to honor Sgt. Steven Watts for his dedicated and faithful service to the citizens of Stephenville.

NOW, THEREFORE, WE, THE STEPHENVILLE CITY COUNCIL DO HEREBY PROCLAIM APRIL 28 AS SGT. STEVEN WATTS DAY IN THE CITY OF STEPHENVILLE, TEXAS IN HONOR OF HIS LIFE, LEGACY, AND SERVICE TO THE CITIZENS OF STEPHENVILLE, TEXAS.

Police Chief Dan Harris thanked the Mayor, Council, and everyone in Stephenville for their thoughts and prayers on behalf of the Watts family. He encouraged everyone to honor Sgt. Watts' memory by striving to emulate his kindness, patience, and extraordinary service in their everyday lives.

2. **Recognition of Donation by Rotary Club for Improvements at the Collins Street Trailhead**
Moumin Quazi, Rotary Club President, presented the City of Stephenville with a ceremonial check for \$9,000 representing the 3-year total donated over the past three years for park improvements at the Collins Street Trailhead.
3. **Consider Approval of an Pay Increase to fund a Nurse and Pharmacist for the Erath County Vaccination Center**
MOTION By Gerald Cook, second by Brandon Huckabee, to approve a pay increase to fund a nurse and pharmacist for the Erath County Vaccination Center. MOTION CARRIED by the unanimous vote.

TAX INCREMENT REINVESTMENT ZONE

4. PUBLIC HEARING

Public Hearing for an Ordinance of the City Council of the City of Stephenville, Texas, Amending Ordinance No.2019-O-20 Concerning Tax Increment Reinvestment Zone Number One, City of Stephenville, Texas, established pursuant to Chapter 311 of the Texas Tax Code, by Expanding the Boundary of Tax Increment Financing Reinvestment Zone Number One, City of Stephenville, Texas

Natalie Moore and David Pettit, David Pettit Economic Development, LLC, briefed the council on the expansion of Tax Increment Reinvestment Zone No. 1 versus the creation of a new Tax Increment Reinvestment Zone.

Mayor Svien opened the public hearing. No one came forward to speak in favor of or opposition to the amendment of Tax Increment Reinvestment Zone No. 1.

5. **Consider Approval of An Ordinance Amending Ordinance No.2019-O-20 Concerning Tax Increment Reinvestment Zone Number One, City of Stephenville, Texas, established pursuant to Chapter 311 of the Texas Tax Code, by Expanding the Boundary of Tax Increment Financing Reinvestment Zone Number One, City of Stephenville, Texas**

MOTION by Mark McClinton, second by Justin Haschke, to approve Ordinance No. 2021-O-13 expanding the boundary of Tax Increment Reinvestment Zone No. 1. MOTION CARRIED by unanimous vote.

6. **Recess to TIRZ Board Meeting**

Mayor Svien recessed the Regular Council Meeting at 6:08 p.m.

7. **Reconvene to Regular City Council Meeting**

Mayor Svien called the meeting back to order at 6:09 p.m.

8. **Consider Approval of an Ordinance Approving an Amended Project and Financing Plan for Tax Increment Reinvestment Zone Number One, City of Stephenville, Texas, Established Pursuant to Chapter 311 of the Texas Tax Code**

MOTION by Mark McClinton, second by Gerald Cook, to approve Ordinance No. 2021-O-14 approving an amended Project and Finance Plant for Tax Increment Reinvestment Zone No. 1. MOTION CARRIED by unanimous vote.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

9. **PUBLIC HEARING**

Case No.: RZ2021-007

Applicant is Requesting a Rezone of the Property located at 1955 W. South Loop, Parcel No. R31852, being Block 2, Lot 1 of the Greenview Addition of the City of Stephenville, Erath County, Texas, from Neighborhood Business District (B-1) to Industrial District (I).

Steve Killen, Director of Development Services, briefed the council on Case No. RZ2021-007. On April 21, 2021, the Planning and Zoning Commission voted 5-1 to deny the rezone request.

Mayor Svien opened the public hearing.

Brandon McDonald, property owner, and Jayson Sample, owner of Artistic Realm, both spoke in favor of the rezone.

Mayor Svien closed the public hearing.

Mayor Svien requested that allowed uses in business-related zones be reviewed by the Planning and Zoning Commission for recommended changes.

10. **Consider Approval of an Ordinance Rezoning the Property located at 1955 W. South Loop, Parcel No. R31852, being Block 2, Lot 1 of the Greenview Addition of the City of Stephenville, Erath County, Texas, from Neighborhood Business District (B-1) to Industrial District (I).**

MOTION by Ricky Thurman, second by Alan Nix, to deny the rezone request. MOTION CARRIED by unanimous vote.

11. **PUBLIC HEARING**

Case No.: SV2021-004

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances, Section 155.6.04.M.1 Curb and Gutter Options, for a Property located at 2895 Northwest Loop, Parcel

No. R76370, being Block 155, Lot 17 (pt of) of City Addition of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the council on Case No. SV2021-004. On April 21, 2021, the Planning and Zoning Commission voted unanimously to make a positive recommendation to council.

Mayor Svien opened the public hearing.

No one came forward to speak in favor of or opposition to the waiver.

Mayor Svien closed the public hearing.

12. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances, Section 155.6.04.M.1 Curb and Gutter Options, for a Property located at 2895 Northwest Loop, Parcel No. R76370, being Block 155, Lot 17 (pt of) of City Addition of the City of Stephenville, Erath County, Texas.

MOTION by Brady Pendleton, second by Mark McClinton, to approve the waiver request. MOTION CARRIED with Alan Nix and Gerald Cook casting dissenting votes.

13. PUBLIC HEARING

Case No.: SV2021-005

Applicant is Requesting a Waiver from the City of Stephenville Code of Ordinances, Section 155.6.11 – Sidewalks, for a property located at 2895 Northwest Loop, Parcel No. R76370, being Block 155, Lot 17 of the City Addition of the City of Stephenville, Erath County, Texas.

Steve Killen, Director of Development Services, briefed the council on Case No. SV2021-005. On April 21, 2021, the Planning and Zoning Commission voted 3-2 to make a positive recommendation to council. Clint McKeenan, representative for the applicant, was present to answer questions.

Mayor Svien opened the public hearing.

No one came forward to speak in favor of or opposition to the waiver.

Mayor Svien closed the public hearing.

14. Consider Approval of a Waiver from the City of Stephenville Code of Ordinances, Section 155.6.11 – Sidewalks, for a property located at 2895 Northwest Loop, Parcel No. R76370, being Block 155, Lot 17 of the City Addition of the City of Stephenville, Erath County, Texas.

MOTION by Brandon Huckabee to approve the waiver request. MOTION FAILED for lack of a second.

Per Randy Thomas, City Attorney, this action results in a denied request.

15. PUBLIC HEARING

Case Nos.: PD2020-003, PD2020-004 and PD2020-005

Steve Emmons, on behalf of Spectra Student Living, is Requesting a Development Schedule Extension for the Above Referenced Planned Development Pursuant to City of Stephenville Code of Ordinances, Section 154.08 Planned Development District

Steve Killen, Director of Development Services, briefed the council on the cases. On April 21, 2021, the Planning and Zoning Commission voted unanimously to recommend the extension of the development schedule to July 1, 2021. Steve Emmons was present to answer questions.

Mayor Svien opened the public hearing.

No one came forward to speak in favor of or opposition to the request for extension

Mayor Svien closed the public hearing.

16. Consider Approval of a Development Schedule Extension for Planned Development Case Nos.: PD2020-003, PD2020-004, and PD2020-005 pursuant to City of Stephenville Code of Ordinances Section 154.08 Planned Development District.

MOTION by Ricky Thurman, second by Gerald Cook, to approve a development schedule extension for Planned Development Case Nos.: PD2020-003, PD2020-004, and PD2020-005. MOTION CARRIED by unanimous vote.

FINANCIAL REPORTS

Monica Harris, Director of Finance

17. Monthly Budget Report for the Period Ending March 31, 2021

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

In reviewing the financial statements ending March 31, 2021, the financial indicators vary with an overall positive outcome.

Property Tax - We received \$94K in property taxes in the month of March, resulting in \$217K or 3.48% increase over funds collected through last March. The \$6.45 million collected fiscal year to date is 97.02% of budget, which is slightly less than the 97.64% anticipated.

Sales Tax - We received \$556K in sales tax in March, resulting in \$589K or 17.83% more than the funds collected through last March. The \$3.89 million collected fiscal year to date is 62.39% of the \$6.24 million budgeted, which is higher than the 50.51% anticipated.

HOT Funds - Lodging establishments have reported \$195K in Hotel Occupancy Taxes through March, as compared to the \$231K through last March. We have received 30K of sports venue tax through March. We spent \$225K in Hotel Occupancy Tax funds through fiscal year to date as compared to \$102K last year due to the Day Tripper contract and gateway planning.

Revenue (Budgetary comparison) - The target budget for operating revenue is \$16.4 million. We received \$16.8 million in revenue fiscal year to date, resulting in \$383K over the target budget due to sales taxes and service charges.

Expenditures (Budgetary comparison) - The target budget for operating expenditures is \$10.5 million. We expended \$9.9 million fiscal year to date, resulting in \$593K under the target budget.

Revenue (Prior year comparison) - Operating revenue received last year was \$16.5 million as compared to the current year's \$16.8 million, resulting in a \$290K increase due to property tax, sales taxes, and service charges.

Expenditures (Prior year comparison) - Operating expenditures last year were \$9.62 million as compared to the current year's \$9.89 million, resulting in a \$259K increase due to costs associated with COVID-19 prevention, stimulus grant to reduce the impact of COVID-19, damage claims, wages, advertising and gateway planning.

Investments - The total market value of cash and investments on March 31, 2021 was \$44,831,902. This is allocated 3% in demand accounts, 38% in TexStar investment pool, and 59% in TexPool investment pool. We earned \$11,406 in interest for the quarter. The average yield to maturity for all account types for the quarter was 0.05%. The average yield to maturity for investment accounts for the quarter was 0.04%. The average yield to maturity for a 3-month treasury bill for the quarter was .05%.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY

Jeff Sanford, Executive Director

18. Monthly Update

Jeff Sanford, Executive Director, gave an update on the Stephenville Type B Economic Development Authority.

19. Consider Approval of Adjustments to SEDA's FY2020-2021 Budget

MOTION by Mark McClinton, second by Gerald Cook to approve adjustments to SEDA's FY2020-2021 operating budget. MOTION CARRIED by unanimous vote.

CONSENT**20. Approve Minutes for April 6, 2021 - Regular City Council Meeting****21. Approve Minutes for April 19, 2021 - City Council Work Session****22. Approve Minutes for April 21, 2021 - Special City Council Meeting****23. Approve Resolution No. 2021-R-13 Finding that the Rates Proposed by Oncor to be Recovered Through is DCRF Charged to Customers Located within the City Limits Should be Denied**

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

COMMENTS BY CITY MANAGER

- **May 11 at 5:30 p.m. - Special City Council Meeting - Canvass May 1, 2021 Election and Swear In New Council Members**
- **May 18 at 5:30 p.m. - Council Committee Meetings**
- **An update on Moo-la Fest was presented by Julie Smith, Tourism and Visitors Bureau Manager.**

COMMENTS BY COUNCIL MEMBERS

Mark McClinton recognized Assistant Fire Chief Chuck Elliott for his hard work on the Erath County Vaccination Center. He stated that when he has had conversations about the center, Assistant Chief Elliot's name comes up over and over again. He also stated that it has been a pleasure and an honor to be allowed to be on the city council. He said it is also humbling to know that the voters have invested their confidence to make decisions on their behalf. Mr. McClinton thanked the citizens of Stephenville for the opportunity to serve them over the years. He wished those that he had worked closely with success in their work and in life. He said that his parting prayer would be that God continue to bless Stephenville and those that live here.

Justin Haschke encouraged everyone to attend Moo-la Fest. He congratulated the Stephenville Evening Lion's club for a record-breaking fundraiser. He thanked Chief Harris for the moving words shared at Sgt. Watts' funeral and said his heart, thoughts, and prayers go out to the Watts family. Mr. Haschke stated that while Council members McClinton and Robinson's time on the city council was over, their efforts were appreciated and would no doubt be felt for a long time to come. He thanked them for their service and the opportunity to serve with them.

Nick Robinson said that his time serving on the city council was fun, he learned a lot, and he enjoyed getting to know staff. He said he appreciates the people who he served with, those who served before him, and those that will serve after him. He said it is a lot of work, a lot of fun, and very rewarding.

Brady Pendleton thanked everyone who helped with the bond initiative. He stated that he was not pleased with the outcome of the election, but that is the way democracy works. He felt that Stephenville had an opportunity

to be better, and that he wants better in Stephenville for his kids. He stated that going forward, it is time to look for opportunities to figure out how to go forward from here.

Ricky Thurman thanked Council members McClinton and Robinson for their time and commitment to the city. Mr. Thurman also expressed his displeasure at the bond election results, but stated that the voters had spoken and it was time to listen. He said the answer was not just “no,” the council now had more direction on priorities and how they missed the mark. He stated that the council needs to engage better, listen better, and understand it was not simply about “no new taxes.” He stated his goal for his next two years is to engage more with the citizens of Stephenville and get a better understanding of what the citizen’s priorities are.

Alan Nix stated that in democracy the voters get the opportunity to say “yay” or “nay”; the voters said nay, so it is now time to go back to the drawing board and come up with a new plan. Mr. Nix recognized the two outgoing council members and said that one of the benefits of serving on council was meeting and making new friends; he said he as truly enjoyed meeting, working with, and becoming friends with Council members McClinton and Robinson. Mr. Nix expressed his appreciation for them and their service.

Gerald Cook told Council members McClinton and Robinson that they will be missed and he has enjoyed working with them. He reminded everyone that there are several openings on citizen boards and commission and applications would be accepted until May 14. Mr. Cook also expressed his disappointment in the results of the bond election. He stated that the bond propositions presented problems that needed funding and the election results did not make those problems go away. He stated that delaying the funding for fixing these problems would most likely cost the citizens of Stephenville more in the future. He closed by saying that the council would continue trying, again and again, to make Stephenville a better place to be.

Brandon Huckabee began by thanking the Ministerial Alliance for their hard work. He said that the real leaders and difference-makers were not the ones who sat on the dais, but those who worked hard every day in the community to make it better. He thanked Council members McClinton and Robinson for their service and said he would miss their expertise and guidance, and their passion and love for the city. Mr. Huckabee reiterated Mr. Cook’s statement that the work is not done and the problems didn’t go away; he promised that he and the council would continue to be creative in finding solutions. He asked citizens to reach out and let council know what they wanted and encouraged them to step up and serve.

Doug Svien recognized Council members McClinton and Robinson for their service and expressed his appreciation for them. He also recognized all of the council members and city staff for their hard work and expertise.

EXECUTIVE SESSION

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

24. Section 551.087 Deliberation Regarding Economic Development Negotiations - Project Blue

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

- 1. City Manager**
- 2. City Attorney**
- 3. City Secretary**

Mayor Svien called the meeting into Executive Session at 7:30 p.m.

Mayor Svien called the meeting into Regular Session at 8:26 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

No action was taken on items discussed in Executive Session.

ADJOURN

Mayor Svien adjourned the meeting at 8:26 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, May 11, 2021 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on May 11, 2021, in the City Hall Council Chambers, for the purpose of a Special City Council Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

- Mayor Doug Svien
- Council Member Justin Haschke
- Council Member Brady Pendleton
- Council Member Ricky Thurman
- Council Member Alan Nix
- Council Member Gerald Cook
- Council Member Brandon Huckabee

- Council Member LeAnn Durfey
- Council Member Daron Trussell

COUNCIL ABSENT:

- Mayor Pro Tem Mark McClinton
- Council Member Nick Robinson

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.

REGULAR AGENDA

1. **City and County Joint Operational and Enforcement Initiatives Briefing**
Police Chief Dan Harris and Erath County Sherriff Matt Coates briefed council on discussions regarding a joint dispatch operation. No action requested at this time.

2. **Consider Approval of a Resolution Canvassing the May 1, 2021 Special Bond Election**
Mayor Svien appointed Justin Haschke, Alan Nix, and Brandon Huckabee as the Canvass Committee. Justin Haschke was appointed committee chair. After the committee canvassed the votes, Council member Haschke gave the following report:

| Proposition | Votes For | Votes Against |
|---------------|-----------|---------------|
| Proposition A | 800 | 868 |
| Proposition B | 613 | 1054 |
| Proposition C | 644 | 1023 |
| Proposition D | 623 | 1037 |
| Proposition E | 608 | 1058 |

MOTION by Justin Haschke, second by Alan Nix, to approve Resolution No. 2021-R-14 canvassing the results of the May 1, 2021 Special Bond Election. MOTION CARRIED by unanimous vote.

3. Administer Oath of Office to Council Members

Staci King, City Secretary, administered the Oath of Office to LeAnn Durfey, Daron Trussell, Ricky Thurman, and Gerald Cook

4. Comments by Outgoing Council Members

Council members Mark McClinton and Nick Robinson were not present.

5. Comments by Incoming Council Members

New Council members Durfey and Trussell expressed their appreciation to be on council and their eagerness to start working to serve the citizens of Stephenville.

6. Approval of a System Purchase Agreement between the City of Stephenville and L3-Harris Technologies, Inc. for the purchase of a Public Safety Radio System and Services.

MOTION by Brady Pendleton, second by Brandon Huckabee, to approve a purchase agreement with L3-Harris Technologies. MOTION CARRIED by unanimous vote.

ADJOURN

Mayor Svien adjourned the meeting at 6:03 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, May 18, 2021 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on May 18, 2021, in the City Hall Council Chambers, for the purpose of a Special City Council Meeting with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COUNCIL PRESENT:

- Mayor Doug Svien
- Council Member LeAnn Durfey
- Council Member Justin Haschke
- Council Member Daron Trussell
- Council Member Brady Pendleton
- Council Member Ricky Thurman
- Council Member Alan Nix
- Council Member Gerald Cook
- Council Member 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.

REGULAR AGENDA

1. Election of Mayor Pro Tem

Mayor Svien opened the floor for nominations.

MOTION by Brady Pendleton, second by Daron Trussell, to nominate Alan Nix.

MOTION by Ricky Thurman, second by Gerald Cook, to nominate Brandon Huckabee.

Brandon Huckabee was elected Mayor Pro Tem by the following votes: LeAnn Durfey, Justin Haschke, Ricky Thurman, Gerald Cook, and Brandon Huckabee.

2. Consider Approval of Appointments to Council Committees

MOTION by Alan Nix, second by Ricky Thurman, to approve the following committee assignments:

Finance Committee: Justin Haschke, chair; Brandon Huckabee, Brady Pendleton, Ricky Thurman

Parks and Leisure Services Committee: Daron Trussell, chair; Justin Haschke, Alan Nix, Ricky Thurman

Personnel Committee: Ricky Thurman, chair; Gerald Cook, LeAnn Durfey, Daron Trussell

Development Services Committee: Brandon Huckabee, chair; Gerald Cook, Ricky Thurman, Daron Trussell

Public Health and Safety Committee: Brady Pendleton, chair; LeAnn Durfey, Justin Haschke, Daron Trussell

Nominations Committee: Gerald Cook, chair; LeAnn Durfey, Justin Haschke, Alan Nix

Public Works Committee: Alan Nix, chair; Gerald Cook, Brandon Huckabee, Brady Pendleton

Tourism and Visitors Bureau Committee: LeAnn Durfey, chair; Brandon Huckabee, Alan Nix, Brady Pendleton

ADJOURN

The meeting was adjourned at 5:33 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Public Works Committee

STAFF REPORT



SUBJECT: Flood Infrastructure Fund –
TWDB Grant Agreement, Professional Services Agreement, DR Resolution

MEETING: Regular Council Meeting – 01 JUN 2021

DEPARTMENT: Public Works

STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval of the attached grant acceptance agreement with the Texas Water Development Board for an analysis to map flooding around Stephenville from the North Bosque River.

Staff recommends approval of the attached grant-associated professional services agreement with Freese and Nichols, Inc. for an amount not to exceed the grant amount to provide the mapping analysis.

Staff further recommends passage of the attached resolution to authorize the mayor as the designated representative of the city to execute an agreement with the Texas Water Development Board for grant funding in the amount of \$337,500 associated with the Flood Infrastructure Fund program.

BACKGROUND:

A resolution to apply for Flood Infrastructure Fund (FIF) grant funding was approved by the council on Oct. 6, 2020. Stephenville subsequently prepared the grant submittal, was scored, and awarded the 25/75 grant to provide updated floodplain models for the Stephenville watershed on December 17, 2020. The board's financial commitment expires on June 17, 2021, but will become effective with execution of the grant agreement.

The Texas Water Development Board's Flood Infrastructure Fund program (FIF) was passed by the Legislature and approved by Texas voters through a constitutional amendment.

Stephenville's watershed experienced repeated flooding damage and property loss over the last five years caused by severe storms and flooding in Presidential Disaster Declarations 4223, 4266, and 4272. Damages and losses were due to overflows of the Bosque River and the many tributary creeks within this watershed.

PROJECT:

The project will study the Bosque River Watershed and update the floodplain models within and around the city. The project scope will consider the flooding of rivers and creeks across the entire watershed and will provide a focus on the localized flooding problems surrounding Stephenville.

The full watershed mapping and analysis will provide a flood risk assessment as well as detailed floodplain mapping inside the city. In addition, because the analysis identifies flooding locations and develops specific projects to solve those problems, it is anticipated funding for the identified projects will be more easily obtained in future rounds of the FIF grant program. Additional benefits include assistance for developers with design and for citizens with flood insurance matters.

FISCAL IMPACT SUMMARY:

The total project grant amount is \$450,000, of which the city's 25% match is \$112,500 and the Texas Water Development Board's total awarded grant amount is \$337,500.

The professional services agreement with Freese and Nichols, Inc. proposes to perform the analysis within fifteen (15) months of receiving the notice to proceed for an amount not-to-exceed the grant amount.

The Finance Department has indicated sufficient, unrestricted funds are available in the stormwater enterprise fund to match the grant.

ALTERNATIVES:

The following alternative is provided for consideration:

1. Decline the grant award.

Advantages:

1. Acceptance of the grant positions the city to receive future grant funds for infrastructure projects identified in the analysis. Projects identified as part of the study may be eligible for future FIF grants not otherwise be available.

Disadvantages:

1. No disadvantages to accepting the grant have been identified.

ATTACHMENTS:

A copy of the applicable TWDB grant award agreement is attached.
A copy of the applicable professional services agreement is attached.
A copy of the applicable TWDB resolution is attached.

[Texas Water Development Board Grant Agreement](#)

[Professional Services Agreement - FNI](#)

[Resolution Authorizing the Mayor as the Designated Representative](#)

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §

COUNTY OF TARRANT §

This Agreement is entered into by City of Stephenville, Texas, hereinafter called "Client" and Freese and Nichols, Inc., hereinafter called "FNI." In consideration of the Agreements herein, the parties agree as follows:

- I. EMPLOYMENT OF FNI: In accordance with the terms of this Agreement, Client agrees to employ and compensate FNI to perform professional services in connection with the Project. The Project is described as North Bosque River Watershed FIF Study.
II. SCOPE OF SERVICES: FNI shall render professional services in connection with Project as set forth in Attachment SC – Scope of Services and Responsibilities of Client which is attached to and made a part of this Agreement.
III. COMPENSATION: Client agrees to pay FNI for all professional services rendered under this Agreement for time and materials in accordance with Attachment CO – Compensation and Attachment COT – Task and Expense Budget, which are attached and made a part of this Agreement. FNI shall perform professional services as outlined in the "Scope of Services" for a not to exceed fee of Four Hundred Fifty Thousand Dollars, \$450,000.00.

If FNI's services are delayed or suspended by Client, or if FNI's services are extended for more than 60 days through no fault of FNI, FNI shall be entitled to equitable adjustment of rates and amounts of compensation to reflect reasonable costs incurred by FNI in connection with such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

- IV. TERMS AND CONDITIONS OF AGREEMENT: The Terms and Conditions of Agreement as set forth as Attachment TC – Terms and Conditions of Agreement shall govern the relationship between the Client and FNI.

All work performed on this contract shall be in conformance with the TWDB contract with the CLIENT and the required terms as documented in Attachment TWDB.

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Client and FNI, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and FNI and not for the benefit of any other party.

This Agreement constitutes the entire Agreement between Client and FNI and supersedes all prior written or oral understandings.

This contract is executed in two counterparts. IN TESTIMONY HEREOF, Agreement executed:

Freese and Nichols, Inc.

City of Stephenville, Texas

By: [Signature]
06/01/2021 9:04:43 AM

By: _____

Scott Hubley, Vice-President

Print Name and Title

Print Name and Title

Date: 6/1/21

Date: _____

ATTEST: _____

ATTEST: _____

ATTACHMENT SC - SCOPE OF SERVICES

North Bosque River Watershed FIF Study City of Stephenville, Texas

PROJECT UNDERSTANDING: The City of Stephenville has been awarded a grant under the newly created Texas Flood Infrastructure Fund (FIF) to develop a watershed study of the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401), also referred to as the North Bosque River Watershed. The FIF is managed by the Texas Water Development Board (TWDB) and it was created to assist in the financing of drainage, flood mitigation and flood control projects. The watershed study will include the development of hydrologic and hydraulic models that will serve as planning tools to define flood hazard risks for private properties and public infrastructure. The models will also provide a platform for developing and evaluating improvement alternatives. A dam safety assessment of NRCS dam structures will also be performed and include visual condition assessments and breach analyses.

Task 1: Project Management and Meetings

- A. General project management and communications with the City and partner entities.
- B. Project kickoff meeting with City staff and partner entities staff.
- C. Monthly status reports.
- D. Up to six (6) meetings including a project kickoff and data collection meeting, hydrology review meeting, hydraulics review meeting, alternatives review meeting, dam assessment meeting, and final report review meeting.

Task 2: Public Outreach

- A. Participate in a public meeting organized by the City to introduce the study to the public.
- B. Development of a web survey to collect resident feedback on known drainage issues within the watershed. The web survey will be posted on the City's website and promoted via social media platforms by the City.
- C. Prepare for and facilitate one (1) public meeting during the project to communicate with the public. The public meeting will be held after completion of the flood hazard analysis task to present the watershed study results.

Task 3: Data Collection

- A. GIS data: topographic maps, LiDAR, zoning maps, storm drain system mapping, roadways, property lines, buildings, future land use maps, aerial imagery.
- B. Previous plans and studies from partnering entities and other related authorities.
- C. Existing hydrologic and hydraulic models.
- D. Dam and reservoir original design plans from local sponsor.
- E. Conduct up to (1) site visit to verify and document initial conditions.
- F. System inventory of streams and County roadways.
- G. Field Survey will be collected at bridge/culvert crossings and at intermittent creek cross sections to supplement and ground truth the LIDAR. At each crossing, survey will be collected for the hydraulic openings, railings, curbs, centerlines, and all other points necessary to adequately model the bridge or culvert. In addition, each crossing survey includes cross sections upstream of the crossing. Cross sections to be surveyed will include the channel geometry for 20 feet on either side of the banks. The remainder of the section will be supplemented with LIDAR as

needed. The location of cross sections and crossings to be surveyed is not defined. The location of all survey to be collected will be verified with the City prior to commencing work. The budget includes approximately 28 bridge/culvert crossings and 32 cross sections.

Task 4. Screening Assessment

- A. Development of a two-dimensional (2D) hydraulic model to perform high-level planning and analysis for the entirety of the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401).
- B. Perform “Rain-on-Mesh” analysis to define overland flow paths and identify flooding areas within and outside of the floodplain. Flow hydrographs will be developed for standard design storms including the 2, 5, 10, 25, 50, and 100-year events (24-hr duration) for existing and ultimate development conditions.
- C. Evaluate flooded structures and roadways within the watershed to identify flooding hotspot locations.

Task 5. Flood Risk Analysis

The purpose of this task is to develop detailed hydrologic and hydraulic modeling for approximately 26 miles of North Bosque River and Tributaries as shown in Figure 1. These streams have been selected for detailed study due to their proximity to existing developments. The models will be developed in a format suitable for future submission to FEMA as a Letter of Map Revision (LOMR), but the preparation of a LOMR and associated FEMA coordination is beyond the scope of this study.

- A. Detailed Hydrologic Analysis
 - 1) Delineate watersheds and sub-watersheds for the study area. Approximately 100 square miles of area upstream of the detailed study area will need to be evaluated. This upstream area will be evaluated at a lower resolution (approximately 30 sub-catchment areas). The 12 square miles of area located within the detailed study area will be evaluated at a higher resolution and contain approximately 40 sub-catchment areas.
 - 2) Define model input parameters for the study area.
 - 3) Create both existing and fully-developed land use hydrologic models in HEC-HMS for the study area based on the Soil Conservation Service (SCS) unit hydrograph method.
 - 4) Determine the existing and fully-developed discharges for the study area for the 2-, 5-, 10-, 25-, 50-, 100-, and 500-year storm events.
 - 5) Calculate basin routing parameters using the Modified Puls (where hydraulic models are available) or Muskingum Cunge method.
- B. Detailed Hydraulic Analysis
 - 1) Develop new steady-state HEC-RAS hydraulic models.
 - 2) Update channel and pond routings in hydrologic modeling.
 - 3) Determine the existing and fully-developed water surface elevations for the streams within the study area for the 2-, 5-, 10-, 25-, 50-, 100-, and 500-year storm events.
 - 4) Develop the existing and fully-developed conditions 100-year floodplains within the stream study limits.
 - 5) Identify flood prone areas and document existing and fully-developed structure overtopping (road crossings) and flooding potential (structures).

Task 6. Critical Flood Hazard Alternatives Analysis

- A. Utilize staff input and results from Task 4 and 5 to identify up to five (5) critical flood hazard areas within the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401).
- B. If necessary, refine hydrologic and hydraulic analyses to achieve greater level of detail for critical flood areas identified in Task 3. It is assumed that additional analysis will be required for up to two (2) areas.
- C. Develop up to two (2) conceptual level alternatives to resolve identified structure and roadway crossing flooding at up to five (5) critical flood areas.
- D. Develop corresponding exhibits depicting the concept and resulting reduction in flooding risks.
- E. Develop alternatives with the goal of minimizing flood risk considering economic constraints. Achieving a 100-year level of protection may not be economically feasible for all locations.
- F. Prepare planning level opinion of probable construction cost (OPCC) for each alternative in 2021 dollars.
- G. Score and rank each project.
- H. Identify potential funding sources to fund the improvements for high-ranking projects.

Task 7. Dam Safety Assessment

FNI will perform a Dam Safety Assessment for up to ten (10) dams within the North Bosque River Watershed. The Dam Safety Assessment will consist of the following tasks:

- 1) Data Collection
 - a. Original Natural Resources Conservation Service (NRCS) watershed workplans and supplements.
 - b. Original design plans (i.e. as-builts).
 - c. Repair or modification design plans.
 - d. Inspection reports.
 - e. NRCS dam assessment reports, breach analyses and/or emergency action plans.
 - f. Texas Commission on Environmental Quality (TCEQ) dam inventory data.
- 2) Site Visits
 - a. Perform site visits to visually assess dam conditions and current status of operation and maintenance (O&M) activities. All site visits will include walking the dam. The site visits will not include assessing the interior of principal spillway intake structures or conduits.
 - b. Develop condition worksheet to record inspection findings, including representative photographs. The condition worksheets will be acceptable for this project and will not be required for submission to TCEQ or NRCS.
- 3) Dam Breach Analysis
 - a. Develop dam breach analysis in HEC-RAS to evaluate a single breach scenario, as defined by NRCS TR-60 and TR-66. This scenario assumes the reservoir is full to the top of dam elevation and no other flows are occurring. No hydrologic modeling is included with this task.
 - b. Develop breach inundation maps, which will be formatted for inclusion in an Emergency Action Plan, to be prepared by others.
 - c. Develop estimates of population at risk (PAR) within the breach inundation area.

Standard NRCS worksheets and guidelines will be utilized to calculate PAR.

Task 8. North Bosque River Watershed Study – Technical Report

- 1) Prepare Draft Technical Report documenting the findings and recommendations of the watershed study including digital deliverables such as field survey, GIS information, and hydrologic and hydraulic models in accordance with TWDB standards.
- 2) Draft report will be submitted in digital format (.pdf file) for City and TWDB review. Up to one (1) round of revisions to the report will be performed after receiving City and TWDB feedback. Final report will be submitted in digital format (.pdf file) and up to three (3) hard copies will be provided.

ADDITIONAL SERVICES: Additional Services to be performed by FNI, if authorized by City, which are not included in the above described basic services, are described as follows:

1. Final design, bid, or construction phase services.
2. Analysis of areas beyond those outlined in the Scope of Basic Services.
3. Analysis of additional alternatives beyond those indicated in the Scope of Basic Services.
4. Additional site visits or meetings in excess of those defined on the Scope of Basic Services.
5. Application for state or federal permitting or an environmental document for NEPA clearance.
6. LOMR, CLOMR or other FEMA coordination.
7. Preparation of funding submittals or grant applications for projects.
8. Providing renderings, model, and mock-ups requested by the City.
9. Making revisions to drawings or other report documents when such revisions are 1) not consistent with approvals or instructions previously given by City or 2) due to other causes not solely within the control of FNI.
10. Providing services to investigate existing conditions or facilities, or to make measured drawings thereof, or to verify the accuracy of drawings or other information furnished by City.
11. Meeting or trips in excess of the number of meetings included in Article I for site visits, coordination meetings, or other activities.
12. Preparing data and reports for assistance to City in preparation for hearings before regulatory agencies, courts, arbitration panels or any mediator, giving testimony, personally or by deposition, and preparations therefore before any regulatory agency, court, arbitration panel or mediator.
13. Design, contract modifications, studies or analysis required to comply with local, State, Federal or other regulatory agencies that become effective after the date of this agreement.
14. Providing basic or additional services on an accelerated time schedule. The scope of this service include cost for overtime wages of employees and consultants, inefficiencies in work sequence and plotting or reproduction costs directly attributable to an accelerated time schedule directed by the City.
15. Providing document revisions in excess of those outlined in Scope of Basic Services.
16. Providing environmental services.

TIME OF COMPLETION: FNI is authorized to commence work on the Project upon execution of this AGREEMENT and agrees to complete the services within eighteen (18) months of receiving notice to proceed.

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation as outlined on the face of this AGREEMENT and in Attachment CO.

LIQUIDATED DAMAGES: Failure to meet the timelines for completion of work identified in this agreement will result in liquidated damages of \$50.00 per consecutive calendar day until the work is submitted. Liquidated damages are only applicable to items under the control of FNI and will not be enforced due to circumstances out of the control of FNI.

TASK AND EXPENSE BUDGETSTASK BUDGET

| TASK | DESCRIPTION | AMOUNT |
|--------------|---|----------------------|
| 1 | PM and Meetings | \$26,890.20 |
| 2 | Public Outreach | \$22,461.38 |
| 3 | Data Collection and Survey | \$63,307.42 |
| 4 | Screening Assessment | \$53,499.36 |
| 5 | Flood Risk Analysis Hydrology & Hydraulics | \$146,679.44 |
| 6 | Critical Flood Hazard Alternatives Analysis | \$39,659.82 |
| 7 | Dam Safety Assessment | \$57,671.68 |
| 8 | Technical Report | \$39,830.70 |
| TOTAL | | \$ 450,000.00 |

EXPENSE BUDGET

| CATEGORY | AMOUNT |
|-------------------------------|---------------------|
| Salaries & Wages ¹ | \$115,019.13 |
| Fringe ² | \$74,267.85 |
| Travel ³ | \$694.40 |
| Subcontract Services | \$45,000.00 |
| Equipment | \$0.00 |
| Other Expenses ⁴ | \$1,738.64 |
| Overhead ⁵ | \$135,768.59 |
| Profit | \$77,511.39 |
| TOTAL | \$450,000.00 |

¹ Salaries and Wages is defined as the cost of salaries of engineers, draftsmen, stenographers, surveyors, clerks, laborers, etc., for time directly chargeable to this CONTRACT.

² Fringe is defined as the cost of social security contributions, unemployment, excise, and payroll taxes, workers' compensation insurance, retirement benefits, medical and insurance benefits, sick leave, vacation, and holiday pay applicable thereto.

³ Travel is limited to the maximum amounts authorized for state employees by the General Appropriations Act, Tex. Leg. Regular Session, 2017, Article IX, Part 5, as amended or superseded

⁴ Other Expenses is defined to include expendable supplies, communications, reproduction, postage, and costs of public meetings directly chargeable to this CONTRACT.

⁵ Overhead is defined as the costs incurred in maintaining a place of business and performing professional services similar to those specified in this CONTRACT

COMPENSATION

Compensation to FNI for Basic Services in Attachment SC shall be computed on the basis of the following Schedule Charges, but shall not exceed Four Hundred Fifty Thousand Dollars (\$450,000).

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 | 81 | 151 |
| Professional 2 | 102 | 158 |
| Professional 3 | 123 | 228 |
| Professional 4 | 154 | 245 |
| Professional 5 | 186 | 350 |
| Professional 6 | 200 | 399 |
| Construction Manager 1 | 91 | 179 |
| Construction Manager 2 | 109 | 193 |
| Construction Manager 3 | 168 | 224 |
| Construction Manager 4 | 207 | 291 |
| CAD Technician/Designer 1 | 74 | 147 |
| CAD Technician/Designer 2 | 105 | 161 |
| CAD Technician/Designer 3 | 133 | 210 |
| Corporate Project Support 1 | 53 | 126 |
| Corporate Project Support 2 | 74 | 175 |
| Corporate Project Support 3 | 105 | 266 |
| Intern / Coop | 42 | 109 |

Rates for In-House Services and Equipment

| <u>Mileage</u> | <u>Bulk Printing and Reproduction</u> | | <u>Equipment</u> | |
|---------------------------------|---------------------------------------|----------------|------------------|--|
| Standard IRS Rates | | <u>B&W</u> | <u>Color</u> | Valve Crew Vehicle (hour) \$75 |
| | Small Format (per copy) | \$0.10 | \$0.25 | Pressure Data Logger (each) \$200 |
| <u>Technology Charge</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) \$100 |
| | Vinyl / Adhesive | \$1.50 | \$2.00 | Ultrasonic Thickness Guage (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.

TWDB REQUIRED TERMS OF CONTRACT

FNI agrees and acknowledges that it is subject to all applicable requirements of the master contract between City of Stephenville and the Texas Water Development Board. FNI adopts by reference the requirements of Article VII of the TWDB Contract for this subcontract.

State Auditor

By executing this Contract, the SUBCONTRACTOR (Freese and Nichols, Inc.) accepts the authority of the State Auditor's Office, under direction of the legislative audit committee, to conduct audits and investigations in connection with any and all state funds received pursuant to this contract. The SUBCONTRACTOR shall comply with and cooperate in any such investigation or audit. The SUBCONTRACTOR agrees to provide the State Auditor with access to any information the State Auditor considers relevant to the investigation or audit. The SUBCONTRACTOR also agrees to include a provision in any subcontract related to this contract that requires the SUBCONTRACTOR to submit to audits and investigation by the State Auditor's Office in connection with any and all state funds received pursuant to the subcontract.

Financial Records

The SUBCONTRACTOR (S) and its contracted parties shall maintain satisfactory financial accounting documents and records, including copies of invoices and receipts, and shall make them available for examination and audit by the EXECUTIVE ADMINISTRATOR of the TWDB. Accounting by the SUBCONTRACTOR (S) and its contracted parties shall be in a manner consistent with generally accepted accounting principles.

OWNERSHIP

The TWDB shall have unlimited rights to technical or other data resulting directly from the performance of services under this CONTRACT. It is agreed that all reports, drafts of reports, or other material, data, drawings, computer programs and codes associated with this CONTRACT and developed by the SUBCONTRACTOR (S) or its contracted parties pursuant to this CONTRACT shall become the joint property of the SUBCONTRACTOR (S) and the TWDB. These materials shall not be copyrighted or patented by the SUBCONTRACTOR (S) or by any consultants involved in this CONTRACT unless the EXECUTIVE ADMINISTRATOR of the TWDB approves in writing the right to establish copyright or patent; provided, however, that copyrighting or patenting by the SUBCONTRACTOR (S) or its SUB-SUBCONTRACTORS will in no way limit the TWDB 's access to or right to request and receive or distribute data and information obtained or developed pursuant to this CONTRACT. Any material subject to a TWDB copyright and produced by the SUBCONTRACTOR (S) or TWDB pursuant to this CONTRACT may be printed by the SUBCONTRACTOR (S) or the TWDB at their own cost and distributed by either at their discretion. The SUBCONTRACTOR (S) may otherwise utilize such material provided under this CONTRACT as it deems necessary and appropriate, including the right to publish and distribute the materials or any parts thereof under its own name, provided that any TWDB copyright is appropriately noted on the printed materials.

The SUBCONTRACTOR (S) and its contracted parties agree to acknowledge the TWDB in any news releases or other publications relating to the work performed under this CONTRACT.

No Debt Against the State

This SUBCONTRACT and Agreement shall not be construed as creating any debt by or on behalf of the State of Texas and the TWDB, and all obligations of the State of Texas are subject to the availability of funds. To the extent the performance of this SUBCONTRACT transcends the biennium in which this SUBCONTRACT is entered into, this SUBCONTRACT is specifically contingent upon the continued authority of the TWDB and appropriations therefore.

Licenses, Permit and Insurance

For the purpose of this CONTRACT, the SUBCONTRACTOR (S) will be considered an independent SUBCONTRACTOR and therefore solely responsible for liability resulting from negligent acts or omissions. The SUBCONTRACTOR (S) shall obtain all necessary insurance, in the judgment of the SUBCONTRACTOR (S), to protect themselves, the CONTRACTOR, the TWDB, and employees and officials of the TWDB from liability arising out of this CONTRACT. The SUBCONTRACTOR (S) shall indemnify and hold the TWDB and the State of Texas harmless, to the extent the SUBCONTRACTOR (S) may do so in accordance with state law, from any and all losses, damages, liability, or claims therefore, on account of personal injury, death, or property damage of any nature whatsoever caused by the SUBCONTRACTOR (S), arising out of the activities under this CONTRACT.

The SUBCONTRACTOR (S) shall be solely and entirely responsible for procuring all appropriate licenses and permits, which may be required by any competent authority for the SUBCONTRACTOR (S) to perform the subject work.

TERMS AND CONDITIONS OF AGREEMENT

- 1. **DEFINITIONS:** The term City as used herein refers to the City of Stephenville. The term FNI as used herein refers to Freese and Nichols, Inc., its employees and agents; also its subcontractors and their employees and agents. As used herein, Services refers to the professional services performed by Freese and Nichols pursuant to the Agreement.
- 2. **CHANGES:** City, without invalidating the Agreement, may order changes within the general scope of the Work required by the Agreement by altering, adding to and/or deducting from the Work to be performed. If any change under this clause causes an increase or decrease in FNI's cost of, or the time required for, the performance of any part of the Services under the Agreement, an equitable adjustment will be made by mutual agreement and the Agreement modified in writing accordingly.
- 3. **TERMINATION:** The obligation to provide services under this Agreement may be terminated by either party upon ten days' written notice. In the event of termination, FNI will be paid for all services rendered and reimbursable expenses incurred to the date of termination and, in addition, all reimbursable expenses directly attributable to termination.
- 4. **CONSEQUENTIAL DAMAGES:** In no event shall FNI or its subcontractors be liable in contract, tort, strict liability, warranty, or otherwise for any special, indirect, incidental or consequential damages, such as loss of product, loss of use of the equipment or system, loss of anticipated profits or revenue, non-operation or increased expense of operation or other equipment or systems.
- 5. **INFORMATION FURNISHED BY CITY:** City will assist FNI by placing at FNI's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project. FNI shall have no liability for defects or negligence in the Services attributable to FNI's reliance upon or use of data, design criteria, drawings, specifications or other information furnished by City and City agrees to indemnify and hold FNI harmless from any and all claims and judgments, and all losses, costs and expenses arising therefrom. FNI shall disclose to City, prior to use thereof, defects or omissions in the data, design criteria, drawings, specifications or other information furnished by City to FNI that FNI may reasonably discover in its review and inspection thereof.

6. **INSURANCE:** FNI shall provide to City certificates of insurance which shall contain the following minimum coverage:

| | |
|--|-------------------------------|
| Commercial General Liability | Workers' Compensation |
| General Aggregate | Per State Statute |
| \$2,000,000 | |
| Automobile Liability (Any Auto) | Professional Liability |
| CSL | \$3,000,000 Annual Aggregate |
| \$1,000,000 | |

- 7. **SUBCONTRACTS:** If, for any reason, at any time during the progress of providing Services, City determines that any subcontractor for FNI is incompetent or undesirable, City will notify FNI accordingly and FNI shall take immediate steps for cancellation of such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing contained in the Agreement shall create any contractual relation between any subcontractor and City.
- 8. **POLLUTANTS AND HAZARDOUS WASTES:** It is understood and agreed that FNI has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at the site, if any, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposures to such substances or conditions. The parties agree that in performing the

Services required by this Agreement, FNI does not take possession or control of the subject site, but acts as an invitee in performing the services, and is not therefore responsible for the existence of any pollutant present on or migrating from the site. Further, FNI shall have no responsibility for any pollutant during clean-up, transportation, storage or disposal activities.

- 9. **OPINION OF PROBABLE COSTS:** FNI will furnish an opinion of probable project development cost based on present day cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs prepared by FNI hereunder will be made on the basis of FNI's experience and qualifications and represent FNI's judgment as an experienced and qualified design professional. It is recognized, however, that FNI does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices.

10. **PAYMENT:** Progress payments may be requested by FNI based on the amount of services completed. Payment for the services of FNI shall be due and payable upon submission of a statement for services to City and in acceptance of the services as satisfactory by the City. Statements for services shall not be submitted more frequently than monthly. Any applicable new taxes imposed upon services, expenses, and charges by any governmental body after the execution of this Agreement will be added to FNI's compensation.

If City fails to make any payment due FNI for services and expenses within thirty (30) days after receipt of FNI's statement for services therefore, the amounts due FNI will be increased at the rate of one percent (1%) per month from said thirtieth (30th) day, and, in addition, FNI may, after giving seven (7) days' written notice to City, suspend services under this Agreement until FNI has been paid in full, all amounts due for services, expenses and charges.

11. **ARBITRATION:** No arbitration arising out of, or relating to, this Agreement involving one party to this Agreement may include the other party to this Agreement without their approval.

12. **SUCCESSORS AND ASSIGNMENTS:** City and FNI each are hereby bound and the partners, successors, executors, administrators and legal representatives of City and FNI are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

Neither City nor FNI shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent FNI from employing such independent associates and consultants as FNI may deem appropriate to assist in the performance of services hereunder.

13. **PURCHASE ORDERS:** If a Purchase Order is used to authorize FNI's Services, only the terms, conditions/instructions typed on the face of the Purchase Order shall apply to this Agreement. Should there be any conflict between the Purchase Order and the terms of this Agreement, then this Agreement shall prevail and shall be determinative of the conflict.

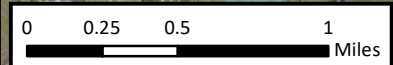
| | | | | |
|-----------|----------|-----------|-------|---------|
| FN JOB NO | FILE | DATE | SCALE | DRAFTED |
| | Figure 1 | 3/30/2021 | 1:4 | 02645 |

Legend

- Streams to be Studied
- Stephenville City Limits

FEMA Floodplain

- Zone A
- Zone AE
- Floodway
- 0.2 PCT



Study Limits

Stephenville, TX



FREESSE & NICHOLS
 801 Cherry Street, Suite 2800
 Fort Worth, TX 76102
 (P) 817-735-7300 (F) 817-735-7491

STATE OF TEXAS

COUNTY OF TRAVIS

Flood Infrastructure Fund Category 1

CITY OF STEPHENVILLE, TX

This Contract, (hereinafter "CONTRACT"), between the Texas Water Development Board Commitment No. G1001289 (hereinafter "TWDB") and the CITY OF STEPHENVILLE, TX (hereinafter "GRANTEE"), is composed of two parts, SECTION I - SPECIFIC CONDITIONS AND EXCEPTIONS TO THE STANDARD AGREEMENT and SECTION II - STANDARD AGREEMENT.

SECTION I - SPECIFIC CONDITIONS AND EXCEPTIONS TO STANDARD AGREEMENT

ARTICLE I DEFINITIONS

For the purposes of this CONTRACT, the following terms or phrases are defined as follows:

1. TWDB – the Texas Water Development Board or its designated representative.
2. GRANTEE - CITY OF STEPHENVILLE, TX
3. EXECUTIVE ADMINISTRATOR – The Executive Administrator of TWDB or a designated representative.
4. PARTICIPANT(S) – N/A
5. TWDB APPROVAL DATE – DECEMBER 17, 2020
6. PROJECT –A regional flood planning study of the PROJECT AREA identified as PROJECT 40051, as more specifically described in EXHIBIT A, Detailed Description of the Project Service Area and EXHIBIT B, Scope of Work.
7. PROJECT AREA – The project will include a study of the Green River – North Bosque HUC-10 watershed (#1206020401). The watershed containing this HUC-10 encompasses over 1,600 square miles, all draining into Lake Waco, as more specifically defined in **EXHIBIT A**, Detailed Description of the Project Service Area.
8. DEADLINE FOR CONTRACT EXECUTION – JUNE 30, 2021
9. CONTRACT INITIATION DATE – The date CONTRACT is signed by the EXECUTIVE ADMINISTRATOR as shown on the last page of this CONTRACT document.

10. FINAL REPORT - The report including deliverables as described in **EXHIBIT B**, Scope of Work, and all maps, models, and other data gathered and developed for the PROJECT as described in TWDB guidance.
11. PROJECT COMPLETION DATE – DECEMBER 17, 2022
12. CONTRACT EXPIRATION DATE – FEBRUARY 17, 2023
13. TOTAL PROJECT COST – \$450,000
14. TWDB SHARE OF THE TOTAL PROJECT COST – The lesser of \$337,500 or 75 percent of the total cost.
15. LOCAL SHARE OF THE TOTAL PROJECT COST – \$112,500 in cash and/or in-kind contributions or 25 percent of the total costs.
16. PAYMENT REQUEST SCHEDULE – Not less than quarterly but not more frequently than monthly.
17. SURPLUS FUNDS – Those funds remaining after the GRANTEE has submitted final accounting to the EXECUTIVE ADMINISTRATOR, including interest earned.
18. PROJECT ACCOUNT – An account dedicated to the payment of PROJECT costs.
19. ELIGIBLE EXPENSES – The expenses allowed by TWDB program requirements and authorized by the TWDB in the approved Project Task and Expense Budget. Expenses incurred prior to March 12, 2020, are not ELIGIBLE EXPENSES.
20. ESCROW ACCOUNT - An account established by GRANTEE that will be used to manage the grant funds in accordance with an escrow agreement acceptable to the EXECUTIVE ADMINISTRATOR, until the EXECUTIVE ADMINISTRATOR authorizes the release of the grant funds to the PROJECT ACCOUNT.

ARTICLE II SPECIAL CONDITIONS

1. OTHER SPECIAL CONDITIONS AND EXCEPTIONS TO STANDARD AGREEMENT OF THIS CONTRACT – None.
2. Prior to closing, GRANTEE must execute an escrow agreement or trust agreement, approved as to form and substance by the EXECUTIVE ADMINISTRATOR, and must submit that executed agreement to TWDB.

SECTION II - STANDARD AGREEMENT

ARTICLE I RECITALS

Whereas, GRANTEE applied to TWDB, for financial assistance to conduct flood protection planning for the PROJECT AREA; and

Whereas, GRANTEE will commit cash and/or in-kind services to pay for the LOCAL SHARE OF THE TOTAL PROJECT COST; and

Whereas, GRANTEE is the entity that will act as administrator of the PROJECT and will be responsible for the execution of this CONTRACT; and

Whereas, on TWDB APPROVAL DATE, TWDB approved GRANTEE's application for financial assistance for the PROJECT, consisting of reimbursement of the TWDB SHARE OF THE TOTAL PROJECT COST.

Now, therefore, TWDB and GRANTEE agree as follows:

ARTICLE II PROJECT DESCRIPTION AND SERVICES TO BE PERFORMED

1. TWDB enters into this CONTRACT pursuant to Texas Water Code § 15.405; **EXHIBIT A**, Detailed Description of the Project Service Area; **EXHIBIT B**, Scope of Work; **EXHIBIT C**, Task and Expense Budgets; **EXHIBIT D**, Guidelines for Authors Submitting Contract Reports to the Texas Water Development Board; **EXHIBIT E**, TWDB Guidelines for a Progress Report, which are incorporated herein and made a permanent part of this CONTRACT.
2. GRANTEE will conduct the PROJECT for the PROJECT AREA, as delineated and described in **EXHIBIT A**, and according to the Scope of Work contained in **EXHIBIT B**. GRANTEE will be solely responsible for all costs that exceed the Task and Expense Budgets for the PROJECT, **EXHIBIT C**.
3. GRANTEE must hold public meetings with consultants, local entities, TWDB, and any other interested parties to describe the PROJECT and to solicit input and comments from the affected public. Public meetings must be conducted in accordance with the Texas Open Meetings Act (in accordance with Section II, Article X, Paragraph 2H) and held as determined by GRANTEE and TWDB as detailed below.

GRANTEE must hold at least public meetings as follows:

- A. One meeting should occur toward the beginning of the project during data collection phase, to inform people of the project, how the study outcome will benefit the community, and gather any additional project related information that people have to share including location of flood risk

- B. One meeting should be held toward the end of the project to present the key findings of the study, how the study outcome will benefit the community, communicate any identified flood risks in the study area and receive feedback.
- C. For larger projects, and projects involving alternative solution identification, an additional meeting should be scheduled to present project updates and receive feedback.

ARTICLE III CONTRACT TERM, SCHEDULE, REPORTS, AND OTHER REQUIREMENTS

1. GRANTEE has until the DEADLINE FOR CONTRACT EXECUTION to execute this CONTRACT and to provide acceptable evidence of any REQUIRED INTERLOCAL AGREEMENTS and evidence of GRANTEE's ability to provide the LOCAL SHARE OF THE TOTAL PROJECT COST, if applicable, and any applicable federal share. Otherwise, TWDB SHARE OF THE TOTAL PROJECT COST will be rescinded.
2. This CONTRACT begins and GRANTEE begins performing its obligations hereunder on the CONTRACT INITIATION DATE and ends on the CONTRACT EXPIRATION DATE. Delivery of an acceptable FINAL REPORT for the PROJECT no later than the CONTRACT EXPIRATION DATE constitutes completion of the terms of this CONTRACT.
3. A progress report, including results to date, must be provided to the EXECUTIVE ADMINISTRATOR throughout the project on the same timetable as the PAYMENT REQUEST SCHEDULE. Interim reports on special topics and/or results must be provided as requested. Instructions for the progress report are shown in **EXHIBIT E**.
4. GRANTEE must complete a Draft Report. Draft Reports must include an Executive Summary, Table of Contents, List of Figures, List of Tables, a List of References, Conclusion (including key findings and recommendations), and any other pertinent information such as the Scope of Work or other diagrams, graphics, or tables to explain the procedures and results of the PROJECT. The Draft Report also must include an electronic copy of any computer programs, maps, or models along with any manuals or sample data set(s) developed under the terms of this CONTRACT. GRANTEE must deliver one (1) Portable Document Format (PDF) copy, with searchable text of the Draft Report to the EXECUTIVE ADMINISTRATOR no later than the PROJECT COMPLETION DATE. All Draft Reports must be prepared according to **EXHIBIT D**. After a 45-day review period, the EXECUTIVE ADMINISTRATOR will return review comments to GRANTEE.
5. GRANTEE must consider incorporating comments from the EXECUTIVE ADMINISTRATOR and other commenters on all draft deliverables into the FINAL REPORT. GRANTEE must attach a copy of the EXECUTIVE ADMINISTRATOR's comments in the FINAL REPORT. GRANTEE must submit one (1), or more as requested

by the TWDB project manager, physical copy (bound) and one (1) electronic copy of the entire FINAL REPORT in Portable Document Format (PDF), with searchable text, to the EXECUTIVE ADMINISTRATOR no later than the CONTRACT EXPIRATION DATE. GRANTEE must submit one (1) electronic copy of any computer programs or models and an operations manual developed under the terms of this CONTRACT. In compliance with Texas Administrative Code, Title 1, Part 10, Chapters 206 and 213 (related to Accessibility and Usability of State Web Sites), the digital copy of the FINAL REPORT must comply with the requirements and standards specified in statute. After a 30-day review period, the EXECUTIVE ADMINISTRATOR will either accept or reject the FINAL REPORT. If the FINAL REPORT is rejected, the rejection letter sent to GRANTEE will state the reasons for rejection and the steps GRANTEE needs to take to have the FINAL REPORT accepted and the retainage released. The CONTRACT may be extended if necessary and allowable, based on the state funding source, to allow time for GRANTEE to resubmit the FINAL REPORT.

6. The EXECUTIVE ADMINISTRATOR may extend the PROJECT COMPLETION DATE and the CONTRACT EXPIRATION DATE upon written approval. GRANTEE must notify the EXECUTIVE ADMINISTRATOR in writing within ten (10) working days prior to the PROJECT COMPLETION DATE or thirty (30) days prior to the CONTRACT EXPIRATION DATE that GRANTEE is requesting an extension to the respective dates.
7. If GRANTEE is a retail public utility as defined in Texas Water Code § 13.002 and GRANTEE provides potable water, then GRANTEE annually must perform and file a water audit computing GRANTEE's most recent annual system water loss with TWDB. The first water audit must be submitted by May 1st following the passage of one year after the effective date of this CONTRACT and then by May 1st every year thereafter during the term of this CONTRACT. GRANTEE agrees to comply with 31 TAC § 358.6 relating to water audits.
8. During the Term of this CONTRACT, GRANTEE must submit an annual audit of the general-purpose financial statements prepared in accordance with Generally Accepted Accounting Principles (GAAP) by a certified public accountant or licensed public accountant. Audits must be submitted to TWDB no later than 180 days after the close of GRANTEE's fiscal year.

ARTICLE IV COMPENSATION AND REIMBURSEMENT

1. TWDB agrees to compensate and reimburse GRANTEE in a total amount not to exceed TWDB SHARE OF THE TOTAL PROJECT COST for costs incurred by GRANTEE pursuant to performance of this CONTRACT. GRANTEE will contribute local funds, if applicable, in sources and amounts defined as the LOCAL SHARE OF THE TOTAL PROJECT COST. TWDB will reimburse GRANTEE for ninety-five percent (95%) of TWDB SHARE OF THE TOTAL PROJECT COST pending GRANTEE's performance, completion of the PROJECT, and written acceptance of said PROJECT by the EXECUTIVE ADMINISTRATOR, at which time TWDB will pay the retained five percent (5%) to GRANTEE.

2. TWDB will deposit the TWDB SHARE OF THE TOTAL PROJECT COST in an approved ESCROW ACCOUNT to be released to GRANTEE's PROJECT ACCOUNT at the direction of the EXECUTIVE ADMINISTRATOR.
3. GRANTEE must submit TWDB Outlay Report forms identifying:
 - A. the total amount of expenses incurred by GRANTEE for the period covered by the Outlay Report; and
 - B. identification and description of LOCAL SHARE OF THE TOTAL PROJECT COST for the billing period, if applicable, and any applicable federal or other share for the billing period; and
 - C. invoices, receipts, or other documentation satisfactory in form and in substance to TWDB sufficient to establish the requested amount as an eligible expense incurred by the GRANTEE.
4. EXECUTIVE ADMINISTRATOR will authorize the release of TWDB SHARE OF THE TOTAL PROJECT COST from the ESCROW ACCOUNT when Outlay Reports have been approved by TWDB.
5. GRANTEE must use grant funds for ELIGIBLE EXPENSES. GRANTEE must return any grant funds that are used for expenses that cannot be verified as eligible or that are ineligible. The amount of grant funds used for any ineligible or unverified expenses must be credited against verified ELIGIBLE EXPENSES. If the total amount of ELIGIBLE EXPENSES is insufficient to fully offset the amount of improperly expended grant funds, the GRANTEE must use other funds to fully repay the TWDB. This Section II, Article IV, Item 5 survives the termination or expiration of this CONTRACT.
6. GRANTEE must submit payment requests and documentation for reimbursement billing according to the PAYMENT REQUEST SCHEDULE.
7. GRANTEE is responsible for any food or entertainment expenses incurred by its own organization or that of its subcontractors, outside that of eligible travel expenses authorized and approved by the State of Texas under this CONTRACT.
8. Travel expenses are limited to travel expenses authorized for state employees by the Texas Comptroller of Public Accounts at <https://fmx.cpa.texas.gov/fmx/travel/texttravel/rates/current.php>, as amended or superseded. Receipts required for lodging; as well as copies of invoices or tickets for transportation costs or, if not available, names, dates, and points of travel of individuals.
9. GRANTEE is responsible for submitting any final payment request and documentation for reimbursement, along with a request to release any retained funds, no later than 60 days following the EXPIRATION DATE. Failure to submit a timely final payment request may

result in closure of the CONTRACT. After closure of the CONTRACT, any SURPLUS FUNDS will be unavailable for reimbursement.

10. GRANTEE must provide a final accounting of funds expended on the PROJECT and return any SURPLUS FUNDS remaining after GRANTEE has submitted a final accounting to the EXECUTIVE ADMINISTRATOR.

ARTICLE V INTELLECTUAL PROPERTY

1. It is agreed that all works developed by GRANTEE and any subcontractors using funds provided under this CONTRACT or otherwise rendered in or related to the performance in whole or part of this CONTRACT, including but not limited to reports, drafts of reports, material, data, drawings, studies, analyses, notes, plans, computer programs and codes, or other work products, whether final or intermediate, are the joint property of TWDB and GRANTEE. GRANTEE hereby conveys co-ownership of such works to TWDB as they are created in whole or part. If present conveyance is ineffective under applicable law, GRANTEE agrees to convey a co-ownership interest of such works to TWDB after creation and to provide written documentation of such conveyance upon request by TWDB. TWDB and GRANTEE each have full and unrestricted rights to use such works with no compensation obligation.
2. GRANTEE must include terms and conditions in all contracts or other engagement agreements with any subcontractors as are necessary to secure these rights and protections and must require that subcontractors include similar such terms and conditions in any contracts or other engagements with their subcontractors.
3. To the extent allowed by law, GRANTEE must make all reports, drafts of reports, data, drawings, studies, analyses, models, notes, plans, computer programs and codes, or other work products, whether final or intermediate, available to the regional flood-planning group applicable to the PROJECT AREA within a reasonable time after a request from the regional flood planning group.

ARTICLE VI AMENDMENT, TERMINATION, AND STOP ORDERS

1. This CONTRACT may be altered or amended by mutual written consent of the GRANTEE and the EXECUTIVE ADMINISTRATOR. This CONTRACT may be terminated by the EXECUTIVE ADMINISTRATOR at any time by written notice to GRANTEE. PROJECT schedule dates and deadlines as outlined in Section I, Article I may not be revised without written approval by TWDB and amendment to this CONTRACT. Upon receipt of such termination notice, GRANTEE must, unless the notice directs otherwise, immediately discontinue all work in connection with the performance of this CONTRACT and cancel all existing orders insofar as such orders are chargeable to this CONTRACT. GRANTEE must submit a statement showing in detail the work performed under this CONTRACT to the date of termination. TWDB will pay GRANTEE that proportion of the prescribed fee, which applies, to the work that is actually performed under this CONTRACT, less all

payments that have been previously made. Thereupon, copies of all work accomplished under this CONTRACT must be delivered to TWDB.

2. The EXECUTIVE ADMINISTRATOR may issue a Stop Work Order to GRANTEE at any time. Upon receipt of such order, GRANTEE must discontinue all work under this CONTRACT and cancel all orders pursuant to this CONTRACT, unless the order directs otherwise. The GRANTEE may not resume work under this CONTRACT unless the EXECUTIVE ADMINISTRATOR issues a Restart Order. If the EXECUTIVE ADMINISTRATOR does not issue a Restart Order within 60 days after the Stop Work Order, this CONTRACT is terminated in accordance with the foregoing provisions.

ARTICLE VII SUBCONTRACTS

Each Subcontract entered into to perform required work under this CONTRACT must contain the following:

1. A detailed budget estimate with specific cost details for each task or specific item of work to be performed by the Subcontractor and for each category of reimbursable expenses.
2. A clause stating the following: “Subcontractor agrees and acknowledges that it is subject to all applicable requirements of the master contract between (Contractor Name) and the Texas Water Development Board. Subcontractor adopts by reference the requirements of Article VII of the TWDB Contract for this Subcontract.”

All Subcontracts entered into to perform required work under this CONTRACT are also subject to the following requirements:

1. the Subcontract is subject to audit by the Texas State Auditor’s Office, and Subcontractor must cooperate with any request for information from the Texas State Auditor, as further described in Section II, Article X, Paragraph 1K;
2. payments under the Subcontract are contingent upon appropriation of funds by the Texas Legislature, as further described in Section II, Article X, Paragraph 1C;
3. ownership of data, materials, and work papers, in any media, that is gathered, compiled, adapted for use, or generated by Subcontractor or GRANTEE will become data, materials, and work owned by TWDB and Subcontractor will have no proprietary rights in such data, materials, and work papers, except as further described in Section II, Article V;
4. Subcontractor must keep timely and accurate books and records of accounts according to Generally Accepted Accounting Principles;
5. Subcontractor is solely responsible for securing all required licenses and permits from local, state, and federal governmental entities and solely responsible for obtaining sufficient insurance in accordance with the general standards and practices of the industry or governmental entity; and

6. Subcontractor is an independent contractor and TWDB has no liability resulting from any failure of Subcontractor that result in breach of contract, property damage, personal injury, or death.

ARTICLE VIII LICENSES, PERMIT, AND INSURANCE

1. For the purpose of this CONTRACT, GRANTEE will be considered an independent contractor, in accordance with Section II, Article X, Paragraph 2D, and therefore solely responsible for liability resulting from negligent acts or omissions. GRANTEE must obtain all necessary insurance that, in the judgment of GRANTEE and consistent with the standard practices of the industry or GRANTEE, is necessary to protect themselves, TWDB, and employees and officials of TWDB from liability arising out of this CONTRACT.
2. GRANTEE is solely and entirely responsible for procuring all appropriate licenses and permits, which may be required by any competent authority for GRANTEE to perform the subject work.

ARTICLE IX SEVERABILITY

Should any one or more provisions of this CONTRACT be held to be null, void, voidable, or for any reason whatsoever, of no force and effect, such provision(s) will be construed as severable from the remainder of this CONTRACT and will not affect the validity of all other provisions of this CONTRACT, which will remain of full force and effect.

ARTICLE X GENERAL TERMS AND CONDITIONS

1. **GENERAL TERMS**
- A. **Disaster Recovery Plan.** Upon request of TWDB, GRANTEE must provide descriptions or copies of its business continuity and disaster recovery plans.
- B. **Dispute Resolution.** The dispute resolution process provided for in Texas Government Code Chapter 2260 must be used to attempt to resolve any dispute arising under this CONTRACT.
- C. **Excess Obligations Prohibited/No Debt Against the State.** This CONTRACT is subject to termination or cancellation without penalty to TWDB, either in whole or in part, subject to the availability of state funds.
- D. **False Statements.** If GRANTEE signs its application with a false statement or it is subsequently determined that GRANTEE has violated any of the representations, guarantees, warranties, certifications, or affirmations included in its application, GRANTEE will be in default under the CONTRACT and TWDB may terminate or void the CONTRACT.

- E. **Force Majeure.** Neither GRANTEE nor TWDB will be liable to the other for any delay in or failure of performance of any requirement contained in this CONTRACT caused by force majeure. The existence of such causes of delay or failure will extend the period of performance until after the causes of delay or failure have been removed, provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined as acts of God, war, fires, explosions, hurricanes, floods, failure of transportation or other causes that are beyond the reasonable control of either party and that by exercise of due foresight such party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome.
- F. **Governing Law and Venue.** This CONTRACT is governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under this CONTRACT is fixed in any court of competent jurisdiction in Travis County, Texas, unless the specific venue is otherwise identified in a statute, which directly names or otherwise identifies its applicability to TWDB.
- G. **Applicable Laws.** In consideration of the performance of the mutual agreements set forth in this CONTRACT, the GRANTEE, by and through its designated and authorized representatives agrees to implement the PROJECT in compliance with all state and federal laws and regulations that may be applicable; Texas Water Code, Chapter 15, Subchapters F, and I; 31 Texas Administrative Code Chapter 355; and TWDB Guidance.
- H. **Remedies.** TWDB has all remedies available in law or equity, including remedies available under Texas Water Code §§ 6.114 and 6.115.
- I. **Indemnification.** TO THE EXTENT ALLOWED BY LAW, GRANTEE AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE STATE OF TEXAS AND TWDB, AND/OR THEIR OFFICERS, AGENTS, EMPLOYEES, REPRESENTATIVES, CONTRACTORS, ASSIGNEES, AND/OR DESIGNEES FROM ANY AND ALL LIABILITY, ACTIONS, CLAIMS, DEMANDS, OR SUITS, AND ALL RELATED COSTS, ATTORNEY FEES, AND EXPENSES ARISING OUT OF, OR RESULTING FROM ANY ACTS OR OMISSIONS OF RESPONDENT OR ITS AGENTS, EMPLOYEES, SUBCONTRACTORS, ORDER FULFILLERS, OR SUPPLIERS OF SUBCONTRACTORS IN THE EXECUTION OR PERFORMANCE OF THE CONTRACT AND ANY PURCHASE ORDERS ISSUED UNDER THE CONTRACT. THE DEFENSE MUST BE COORDINATED BY GRANTEE WITH THE OFFICE OF THE TEXAS ATTORNEY GENERAL WHEN TEXAS STATE AGENCIES ARE NAMED DEFENDANTS IN ANY LAWSUIT, AND RESPONDENT MAY NOT AGREE TO ANY SETTLEMENT WITHOUT FIRST OBTAINING THE CONCURRENCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL. GRANTEE AND TWDB AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY SUCH CLAIM.

- J. **Public Information Act.** GRANTEE understands that TWDB will comply with the Texas Public Information Act, Texas Government Code Chapter 552, as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material in connection with this CONTRACT may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Texas Government Code § 2252.907, GRANTEE is required to make any information created or exchanged with the State pursuant to this CONTRACT, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.
- K. **State Auditor's Right to Audit.** The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the CONTRACT or indirectly through a subcontract under the CONTRACT. The acceptance of funds directly under the CONTRACT or indirectly through a subcontract under the CONTRACT acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.
- L. **National Flood Insurance Program.** The appropriate entities within the PROJECT AREA must currently enforce and continue to enforce floodplain management standards at least equivalent to National Flood Insurance Program minimum standards and may exceed the National Flood Insurance Program minimum standards.
- M. **Investment and Collateralization of Public Funds.** Grant proceeds are public funds and, as such, these proceeds must be held at a designated state depository institution or other properly chartered and authorized institution in accordance with the Public Funds Investment Act, Government Code, Chapter 2256, and the Public Funds Collateral Act, Government Code, Chapter 2257.

2. STANDARDS OF PERFORMANCE

- A. **Personnel.** GRANTEE must assign only qualified personnel to perform the services required under this CONTRACT. GRANTEE is responsible for ensuring that any Subcontractor utilized also assigns only qualified personnel. Qualified personnel are persons who are properly licensed to perform the work and who have sufficient knowledge, skill, and ability to perform the tasks and services required herein according to the standards of performance and care for their trade or profession.
- B. **Professional Standards.** GRANTEE must provide the services and deliverables in accordance with applicable professional standards. GRANTEE represents and warrants that it is authorized to acquire Subcontractors with the requisite qualifications, experience, personnel, and other resources to perform in the manner required by this CONTRACT.

- C. **Procurement Laws.** GRANTEE must engage in competitive procurements for work on the Project. All purchases for goods, services, or commodities made with funds provided under this CONTRACT must comply with State and local procurement and contracting laws.
- D. **Party Relationship.** Both the GRANTEE and TWDB, in the performance of this CONTRACT, act in an individual capacity and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party will not be deemed or construed to be the employees or agents of the other party for any purposes whatsoever.
- E. **Proprietary and Confidential Information.** GRANTEE warrants and represents that any information that is proprietary or confidential and is received by GRANTEE from TWDB or any governmental entity will not be disclosed to third parties without the written consent of TWDB or applicable governmental entity, whose consent will not be unreasonably withheld.
- F. **Contract Administration.** TWDB will designate a project manager for this CONTRACT. The project manager will serve as the point of contact between TWDB and GRANTEE. TWDB's project manager will supervise TWDB's review of GRANTEE's technical work, deliverables, draft reports, the FINAL REPORT, payment requests, schedules, financial and budget administration, and similar matters. The project manager does not have any express or implied authority to vary the terms of the CONTRACT, amend the CONTRACT in any way or waive strict performance of the terms or conditions of the CONTRACT.
- G. **Nepotism.** GRANTEE must comply with Texas Government Code Chapter 573 by ensuring that no officer, employee, or member of GRANTEE's governing body votes or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition does not prohibit the employment of a person who has been continuously employed for a period of two years prior to the election or appointment of the officer, employee or governing body member related to such person in the prohibited degree.
- H. **Open Meetings.** GRANTEE must comply with Texas Government Code Chapter 551, which requires all regular, special, or called meetings of governmental bodies to be open to the public, except as otherwise provided by law.

3. AFFIRMATIONS AND CERTIFICATIONS

- A. **Antitrust Affirmation.** GRANTEE represents and warrants that, in accordance with Texas Government Code § 2155.005, neither GRANTEE nor any firm, corporation, partnership, or institution represented by GRANTEE, or anyone acting for such a firm, corporation, partnership, or institution has (1) violated any provision of the Texas Free Enterprise and Antitrust Act of 1983, Chapter 15 of the Texas Business & Commerce Code, or the federal antitrust laws; or (2) communicated directly or indirectly the contents of the proposal resulting in this CONTRACT to any competitor or any other person engaged in the same line of business as GRANTEE.
- B. **Child Support Obligation Affirmation.** Under Texas Family Code § 231.006, GRANTEE certifies that the individual or business entity named in this CONTRACT is not ineligible to receive the specified grant, loan, or payment, and acknowledges that this CONTRACT may be terminated, and payment may be withheld if this certification is inaccurate.
- C. **Dealings with Public Servants.** Pursuant to Texas Government Code § 2155.003, GRANTEE represents and warrants that it has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the goods or services being supplied.
- D. **Debts and Delinquencies Affirmation.** GRANTEE agrees that any payments due under the CONTRACT will be applied towards any debt or delinquency that is owed to the State of Texas.
- E. **E-Verify Program.** GRANTEE certifies that for contracts for services, GRANTEE will utilize the U.S. Department of Homeland Security's E-Verify system during the term of the CONTRACT to determine the eligibility of: (1) all persons employed by GRANTEE to perform duties within Texas; and (2) all persons, including Subcontractors, assigned by GRANTEE to perform work pursuant to the CONTRACT within the United States of America.
- F. **Entities that Boycott Israel.** Pursuant to Texas Government Code § 2270.002, GRANTEE certifies that either (1) it meets one of the exemption criteria under § 2270.002; or (2) it does not boycott Israel and will not boycott Israel during the term of the CONTRACT resulting from this solicitation. GRANTEE must state any facts that make it exempt from the boycott certification.
- G. **Excluded Parties.** GRANTEE certifies that it is not listed on the federal government's terrorism watch list as described in Executive Order 13224.
- H. **Executive Head of a State Agency Affirmation.** In accordance with Texas Government Code § 669.003, relating to contracting with the executive head of a state agency, GRANTEE certifies that it is not: (1) the executive head of TWDB; (2) a person who at any time during the four years before the date of this CONTRACT was the

executive head of TWDB; or (3) a person who employs a current or former executive head of TWDB.

If § 669.003 applies, the GRANTEE must provide the following information:

Name of Former Executive: _____
 Name of State Agency: _____
 Date of Separation from State Agency: _____
 Position with Respondent: _____
 Date of Employment with Respondent: _____

- I. **Financial Participation Prohibited.** Pursuant to Texas Government Code § 2155.004 (a), GRANTEE certifies that neither GRANTEE nor any person or entity represented by GRANTEE has received compensation from TWDB or any agency of the State of Texas for participation in the preparation of the specifications or solicitation on which this CONTRACT is based. Under Texas Government Code § 2155.004 (b), GRANTEE certifies that the individual or business entity named in this CONTRACT is not ineligible to receive the specified CONTRACT and acknowledges that this CONTRACT may be terminated, and payment withheld if this certification is inaccurate.
- J. **Foreign Terrorist Organizations.** GRANTEE represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Texas Government Code § 2252.152.
- K. **Human Trafficking Prohibition.** Under Texas Government Code § 2155.0061, GRANTEE certifies that the GRANTEE is not ineligible to receive the specified CONTRACT and acknowledges that this CONTRACT may be terminated, and payment withheld if this certification is inaccurate.
- L. **Lobbying Prohibition.** GRANTEE represents and warrants that TWDB's payments to GRANTEE and GRANTEE's receipt of appropriated or other funds under the CONTRACT are not prohibited by Texas Government Code §§ 556.005 or 556.0055, related to the prohibition on payment of state funds to a lobbyist or for lobbying activities.
- M. **No Conflict of Interest.** GRANTEE represents and warrants that the provision of goods and services or other performance under this CONTRACT will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety. GRANTEE also represents and warrants that, during the term of this CONTRACT, GRANTEE will immediately notify TWDB, in writing, of any existing or potential conflict of interest relative to the performance of the CONTRACT.
- N. **Prior Disaster Relief Declaration.** Texas Government Code §§ 2155.006 and 2261.053 prohibit state agencies from accepting a response or awarding a contract that includes proposed financial participation by a person who, in the past five years, has been convicted of violating a federal law or assessed a penalty in connection with a

contract involving relief for Hurricane Rita, Hurricane Katrina, or any other disaster, as defined by Texas Government Code § 418.004, occurring after September 24, 2005. Under Texas Government Code §§ 2155.006 and 2261.053, GRANTEE certifies that the individual or business entity named in this CONTRACT is not ineligible to receive the specified CONTRACT and acknowledges that this CONTRACT may be terminated, and payment withheld if this certification is inaccurate.

- O. **Suspension and Debarment.** GRANTEE certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the State of Texas Debarred Vendor List maintained by the Texas Comptroller of Public Accounts and the System for Award Management (SAM) maintained by the General Services Administration.

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ARTICLE XI CORRESPONDENCE

All correspondence between the parties must be made to the following addresses:

For TWDB:

Contract Issues:

Texas Water Development Board
 Attention: Flood Planning
 P.O. Box 13231
 Austin, Texas 78711-3231
 Email: floodplanning@twdb.texas.gov

Payment Request Submission:

Texas Water Development Board
 Attention: Outlays and Escrows
 P.O. Box 13231
 Austin, Texas 78711-3231
 Email: outlays@twdb.texas.gov

Physical Address:

Stephen F. Austin State Office Building
 1700 N. Congress Avenue
 Austin, Texas 78701

For the GRANTEE:

Contract Issues:

Nick Williams
 City of Stephenville
 298 W. Washington Street
 Stephenville, Texas 76401
 Email: nwilliams@stephenvilletx.gov

Payment Request Submission:

Monica Harris
 City of Stephenville
 298 W. Washington Street
 Stephenville, Texas 76401
 Email: mharris@stephenvilletx.gov

Physical Address:

Stephenville City Hall
 298 W. Washington Street
 Stephenville, Texas 76401

IN WITNESS WHEREOF, the parties have caused this CONTRACT to be duly executed in multiple counterparts, each of which shall be deemed to be an original.

CITY OF STEPHENVILLE, TX

By: _____

Name: Doug Svien

Title: Mayor

Date: _____

TEXAS WATER DEVELOPMENT BOARD

By: _____

Name: Jeff Walker

Title: Executive Administrator

Date: _____

EXHIBIT A

DETAILED DESCRIPTION OF THE PROJECT SERVICE AREA

The City of Stephenville project includes a flood planning study of the Green River – North Bosque HUC-10 watershed (#1206020401). The watershed containing this HUC-10 encompasses over 1,600 square miles, all draining into Lake Waco. Some major tributaries within the Green River – North Bosque watershed include the North Bosque River, Hog Creek, Middle Bosque River, and South Bosque River. This watershed study will be performed at a regional scale, providing benefits to multiple towns and cities across the county and in surrounding areas.

Figure 1 Stephenville funding and limit of detailed study area

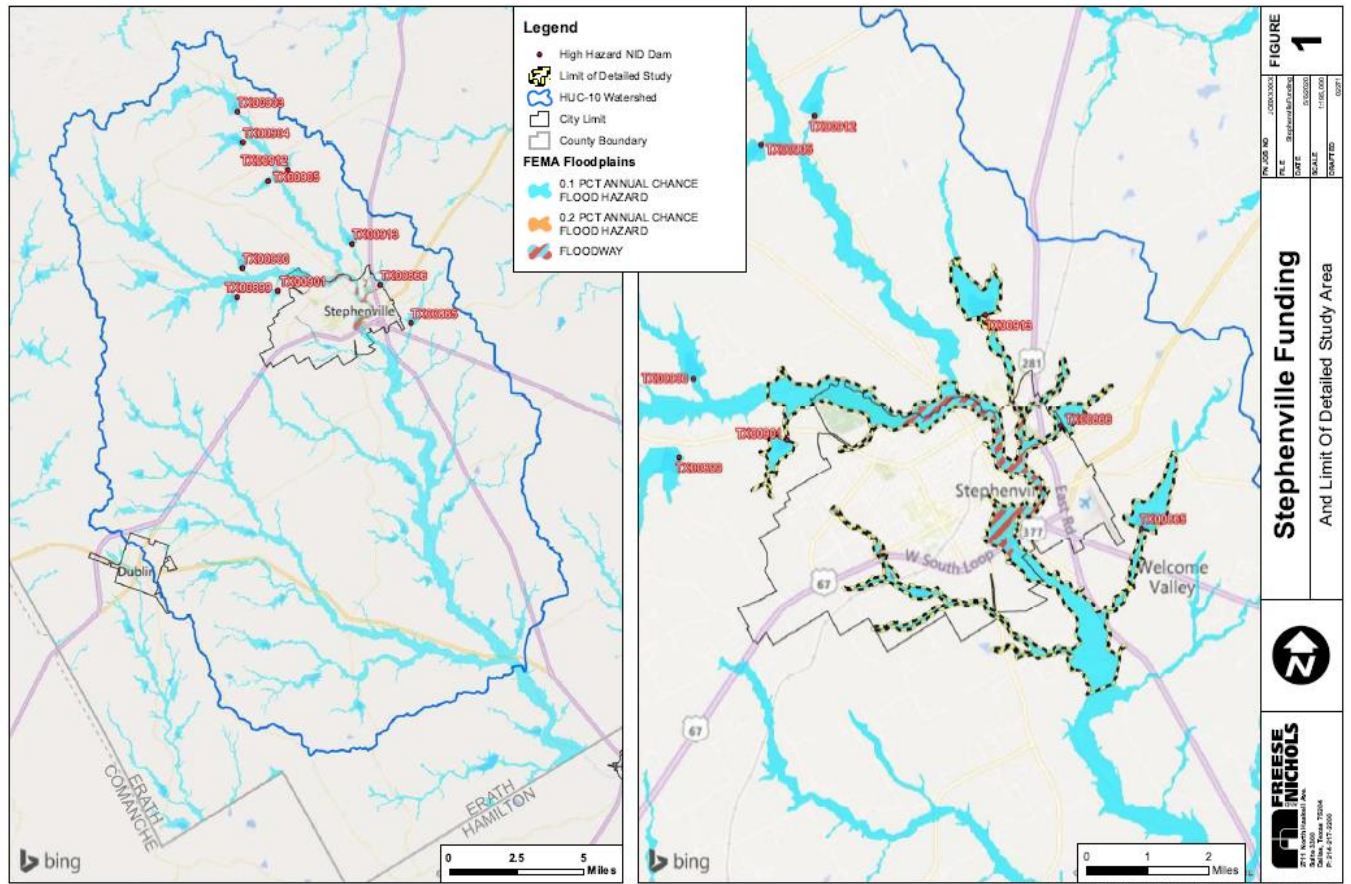


Figure 2 Dam location maps in Earth County, Texas

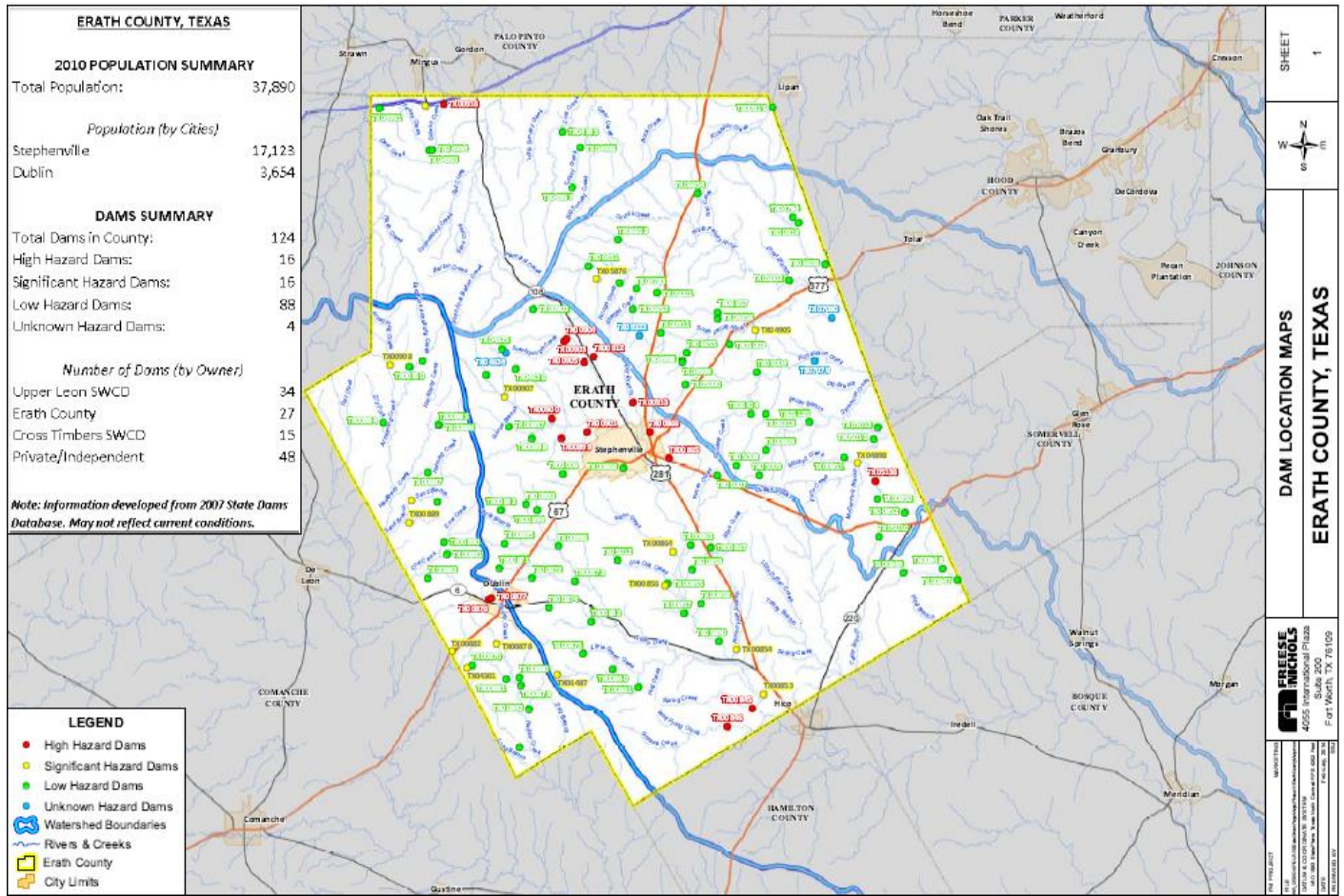


EXHIBIT B

SCOPE OF WORK

PROJECT UNDERSTANDING: The City of Stephenville will be performing a watershed study of the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401), also referred to as the North Bosque River Watershed in accordance with the requirements of the Flood Infrastructure Fund (FIF) Category 1. The FIF is managed by the Texas Water Development Board (TWDB) and it was created to assist in the financing of drainage, flood mitigation and flood control projects. The watershed study will include the development of hydrologic and hydraulic models that will serve as planning tools to define flood hazard risks for private properties and public infrastructure. The models will also provide a platform for developing and evaluating improvement alternatives. A dam safety assessment of NRCS dam structures will also be performed and include visual condition assessments and breach analyses.

Task 1: Project Management and Meetings

- A. General project management, communications, and review meetings with the engineer and partner entities.
- B. Project kickoff meeting with partner entities staff.
- C. Monthly status reports.

Task 2: Public Outreach

- A. Conduct a public meeting to introduce the study to the public.
- B. Development of a web survey to collect resident feedback on known drainage issues within the watershed. The web survey will be posted on the City's website and promoted via social media platforms by the City.
- C. Conduct a public meeting after completion of the flood hazard analysis task to present the watershed study results.

Task 3: Data Collection

- A. GIS data: topographic maps, LiDAR, zoning maps, storm drain system mapping, roadways, property lines, buildings, future land use maps, aerial imagery.
- B. Previous plans and studies from partnering entities and other related authorities.
- C. Existing hydrologic and hydraulic models.
- D. Dam and reservoir original design plans from local sponsor.
- E. Conduct up to (1) site visit to verify and document initial conditions.
- F. System inventory of streams and County roadways.
- G. Field Survey will be collected at bridge/culvert crossings and at intermittent creek cross sections to supplement and ground truth the LIDAR. At each crossing, survey will be collected for the hydraulic openings, railings, curbs, centerlines, and all other points necessary to adequately model the bridge or culvert. In addition, each crossing survey

includes cross sections upstream of the crossing. Cross sections to be surveyed will include the channel geometry for 20 feet on either side of the banks. The remainder of the section will be supplemented with LIDAR as needed. The location of cross sections and crossings to be surveyed is not defined. The location of all survey to be collected will be verified with the City prior to commencing work. The budget includes approximately 28 bridge/culvert crossings and 32 cross sections.

Task 4. Screening Assessment

- A. Development of a two-dimensional (2D) hydraulic model to perform high-level planning and analysis for the entirety of the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401).
- B. Perform “Rain-on-Mesh” analysis to define overland flow paths and identify flooding areas within and outside of the floodplain. Flow hydrographs will be developed for standard design storms including the 2, 5, 10, 25, 50, and 100-year events (24-hr duration) for existing and ultimate development conditions.
- C. Evaluate flooded structures and roadways within the watershed to identify flooding hotspot locations.

Task 5. Flood Risk Analysis

The purpose of this task is to develop detailed hydrologic and hydraulic modeling for approximately 26 miles of North Bosque River and Tributaries as shown in Figure 1. These streams have been selected for detailed study due to their proximity to existing developments. The models will be developed in a format suitable for future submission to FEMA as a Letter of Map Revision (LOMR), but the preparation of a LOMR and associated FEMA coordination is beyond the scope of this study.

A. Detailed Hydrologic Analysis

- 1) Delineate watersheds and sub-watersheds for the study area. Approximately 100 square miles of area upstream of the detailed study area will need to be evaluated. This upstream area will be evaluated at a lower resolution (approximately 30 sub-catchment areas). The 12 square miles of area located within the detailed study area will be evaluated at a higher resolution and contain approximately 40 sub-catchment areas.
- 2) Define model input parameters for the study area.
- 3) Utilize best available information, including Atlas 14 rainfall data for hydrologic analysis.
- 4) Create both existing and fully developed land use hydrologic models in HEC-HMS for the study area based on the Soil Conservation Service (SCS) unit hydrograph method.
- 5) Determine the existing and fully developed discharges for the study area for the 2-, 5-, 10-, 25-, 50-, 100-, and 500-year storm events.
- 6) Calculate basin routing parameters using the Modified Puls (where hydraulic models are available) or Muskingum Cunge method.

B. Detailed Hydraulic Analysis

- 1) Develop new steady-state HEC-RAS hydraulic models for approximately 26 stream miles.
- 2) Update channel and pond routings in hydrologic modeling.
- 3) Determine the existing and fully developed water surface elevations for the streams within the study area for the 2-, 5-, 10-, 25-, 50-, 100-, and 500-year storm events.
- 4) Develop the existing and fully developed conditions 100-year floodplains within the stream study limits.
- 5) Identify flood prone areas and document existing and fully developed structure overtopping (road crossings) and flooding potential (structures).

Task 6. Critical Flood Hazard Alternatives Analysis

- A. Utilize staff input and results from Task 4 and 5 to identify up to five (5) critical flood hazard areas within the Green Creek-North Bosque River Watershed (Hydrologic Unit Code 1206020401).
- B. If necessary, refine hydrologic and hydraulic analyses to achieve greater level of detail for critical flood areas identified in Task 3. It is assumed that additional analysis will be required for up to two (2) areas.
- C. Develop up to two (2) conceptual level alternatives to resolve identified structure and roadway crossing flooding at up to five (5) critical flood areas.
- D. Develop corresponding exhibits depicting the concept and resulting reduction in flooding risks.
- E. Develop alternatives with the goal of minimizing flood risk considering economic constraints. Achieving a 100-year level of protection may not be economically feasible for all locations.
- F. Prepare planning level opinion of probable construction cost (OPCC) for each alternative in 2021 dollars.
- G. Score and rank each project.
- H. Identify potential funding sources to fund the improvements for high-ranking projects.

When possible and as applicable, evaluations of flood risk reduction solutions, including flood mitigation projects, should be consistent with “Technical Guidelines for Regional Flood Planning,” Exhibit C to Regional Flood Planning Grant Contracts, which can be found at: <https://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp>.

Each feasible flood mitigation alternatives evaluated must identify and compare cost and benefits of projects. Quantification of cost will include engineering, permitting, easement and/or property acquisition, capital cost, operation and maintenance, and other costs as applicable. Quantification of benefit of the project will include the following items, as applicable:

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Exhibit B, Page 3 of 4

1. Number of structures with reduced 100-year (1% annual chance) flood risk.
2. Number of structures removed from 100-year (1% annual chance) flood risk.
3. Number of structures removed from 500-year (0.2% annual chance) flood risk.
4. Residential structures removed from 100-year (1% annual chance) flood risk.
5. Estimated Population removed from 100-year (1% annual chance) flood risk.
6. Critical facilities removed from 100-year (1% annual chance) flood risk (#).
7. Number of low water crossings removed from 100-year (1% annual chance) flood risk (#).
8. Estimated reduction in road closure occurrences.
9. Estimated length of roads removed from 100-year flood risk (miles).
10. Estimated farm & ranch land removed from 100-year flood risk (acres). Estimated farm & ranch land at 100-year flood risk (acres) should only include farm and ranch land that are negatively impacted by flooding events and should not include land that benefits from floodplains for example rice fields.
11. Estimated reduction in fatalities (if available).
12. Estimated reduction in injuries (if available).
13. Pre-Project Level-of-Service
14. Post-Project Level-of-Service
15. Cost/ Structure removed
16. Percent Nature-based Solution (by cost)
17. Negative Impact (Y/N)
18. Negative Impact Mitigation (Y/N)
19. Social Vulnerability Index (SVI)
20. Water Supply Benefit (Y/N)
21. Traffic Count for Low Water Crossings

The recommended solutions must be permittable, constructible and implementable.

The recommended flood risk reduction solutions must have no negative effect on neighboring areas in accordance with statutory requirements for regional flood plans (Texas Water Code § 16.062(i) and (j)(2)). Recommended flood risk reduction solutions, including flood mitigation projects, must meet the definition and requirements regarding no negative effect identified in Exhibit C to the Regional Flood Planning Contracts, Technical Guidelines for Regional Flood Planning, which can be found at:

<https://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp>. The flood mitigation projects identified from this FIF CAT 1 study must comply with ‘no negative effect’ in order to be included in the regional flood plans.

Task 7. Dam Safety Assessment

FNI will perform a Dam Safety Assessment for up to ten (10) dams within the North Bosque River Watershed. The Dam Safety Assessment will consist of the following tasks:

- 1) Data Collection
 - a. Original Natural Resources Conservation Service (NRCS) watershed work plans and supplements.
 - b. Original design plans (i.e. as-built).
 - c. Repair or modification design plans.
 - d. Inspection reports.
 - e. NRCS dam assessment reports, breach analyses and/or emergency action plans.
 - f. Texas Commission on Environmental Quality (TCEQ) dam inventory data.
- 2) Site Visits
 - a. Perform site visits to visually assess dam conditions and current status of operation and maintenance (O&M) activities. All site visits will include walking the dam. The site visits will not include assessing the interior of principal spillway intake structures or conduits.
 - b. Develop condition worksheet to record inspection findings, including representative photographs. The condition worksheets will be acceptable for this project and will not be required for submission to TCEQ or NRCS.
- 3) Dam Breach Analysis
 - a. Develop dam breach analysis in HEC-RAS to evaluate a single breach scenario, as defined by NRCS TR-60 and TR-66. This scenario assumes the reservoir is full to the top of dam elevation and no other flows are occurring. No hydrologic modeling is included with this task.
 - b. Develop breach inundation maps, which will be formatted for inclusion in an Emergency Action Plan, to be prepared by others.
 - c. Develop estimates of population at risk (PAR) within the breach inundation area. Standard NRCS worksheets and guidelines will be utilized to calculate PAR.

Task 8. North Bosque River Watershed Study – Technical Report

- 1) Prepare Draft Technical Report documenting the findings and recommendations of the watershed study including digital deliverables such as field survey, GIS information, and hydrologic and hydraulic models in accordance with TWDB standards.
- 2) Draft report will be submitted in digital format (.pdf file) for City and TWDB review. Up to one (1) round of revisions to the report will be performed after receiving City and TWDB feedback. Final report will be submitted in digital format (.pdf file) and up to three (3) hard copies will be provided.

EXHIBIT C**TASK AND EXPENSE BUDGETS****TASK BUDGET**

| TASK | DESCRIPTION | AMOUNT |
|--------------|---|----------------------|
| 1 | PM and Meetings | \$26,890.20 |
| 2 | Public Outreach | \$22,461.38 |
| 3 | Data Collection and Survey | \$63,307.42 |
| 4 | Screening Assessment | \$53,499.36 |
| 5 | Flood Risk Analysis Hydrology & Hydraulics | \$146,679.44 |
| 6 | Critical Flood Hazard Alternatives Analysis | \$39,659.82 |
| 7 | Dam Safety Assessment | \$57,671.68 |
| 8 | Technical Report | \$39,830.70 |
| TOTAL | | \$ 450,000.00 |

EXPENSE BUDGET

| CATEGORY | AMOUNT |
|-------------------------------|----------------------|
| Salaries & Wages ¹ | \$0.00 |
| Fringe ² | 0.00 |
| Travel ³ | 0.00 |
| Subcontract Services | \$450,000.00 |
| Equipment | 0.00 |
| Other Expenses ⁴ | 0.00 |
| Overhead ⁵ | 0.00 |
| Profit | 0.00 |
| TOTAL | \$ 450,000.00 |

¹ Salaries and Wages is defined as the cost of salaries of engineers, draftsmen, stenographers, surveyors, clerks, laborers, etc., for time directly chargeable to this CONTRACT.

² Fringe is defined as the cost of social security contributions, unemployment, excise, and payroll taxes, workers' compensation insurance, retirement benefits, medical and insurance benefits, sick leave, vacation, and holiday pay applicable thereto.

³ Travel is limited to the maximum amounts authorized for state employees by the General Appropriations Act, Tex. Leg. Regular Session, 2017, Article IX, Part 5, as amended or superseded

⁴ Other Expenses is defined to include expendable supplies, communications, reproduction, postage, and costs of public meetings directly chargeable to this CONTRACT.

⁵ Overhead is defined as the costs incurred in maintaining a place of business and performing professional services similar to those specified in this CONTRACT.

EXHIBIT D

GUIDELINES FOR AUTHORS SUBMITTING CONTRACT REPORTS TO THE TEXAS WATER DEVELOPMENT BOARD

1.0 Introduction

The purpose of this document is to describe the required format of contract reports submitted to the Texas Water Development Board (TWDB). Our reason for standardizing the format of contract reports is to provide our customers a consistent, and therefore familiar, format for contract reports (which we post online for public access). Another reason for standardizing the format is so that we can more easily turn a contract report into a TWDB numbered report if we so choose. Remember that your report will not only be seen by TWDB staff, but also by any person interested in the results of your study. A professional and high-quality report will reflect well on you, your employer, and the TWDB.

Available upon request, we will provide a Microsoft Word template (used to write these instructions) that gives the fonts, spacing, and other specifications for the headings and text of the report. Please follow this template as closely as possible.

2.0 Formatting your report

The TWDB format is designed for simplicity. For example, we use Times New Roman for all text. We use 12-point, single-spaced text, left justification for paragraph text, 18 point bold for first-level headings, and 14 point bold for second-level headings. Page numbers are centered at the bottom of the page. Other than page numbers, please refrain from adding content to the document header or footer. Page setup should use one-inch margins on all four sides.

2.1 Text

The best way to format your document is to use the styles described and embedded in the template document (Authors_Template.dot) that is available on request from the TWDB. To use the Authors_Template.dot file, open it in Word (make sure *.dot is listed under Files of type) and save it as a .doc file. Advanced users can add the .dot file to their computers as a template.

Make sure the formatting bar is on the desktop (to open, go to View→Toolbars→Formatting) or, to view all of the formatting at once, go to Format→Styles and Formatting and select Available Styles from the dropdown box at the bottom of the window. The formatting in the template document provides styles (such as font type, spacing, and indents) for each piece of your report. Each style is named to describe what it should be used for (for example, style names include Chapter Title, Body Text, Heading 1, References, and Figure or Table Caption). As you add to your report, use the dropdown list on the Formatting Toolbar or the list in the Styles and Formatting window to adjust the text to the correct style. The Authors_Template.dot file shows and lists the specifications for each style.

2.1.1 Title

Give your report a title that gives the reader an idea of the topic of your report but is not terribly long. In addition to the general subject (for example, “Droughts”), you may include a few additional words to describe a place, methodology, or other detail focused on throughout the paper (for example, “Droughts in the High Plains of Texas” or “Evaluating the effects of drought using groundwater flow modeling”). Please capitalize only the first letter of each word except ‘minor’ words such as ‘and’ and ‘of’. Never use all caps. Use headings to help the reader follow you through the main sections of your report and to make it easier

for readers to skim through your report to find sections that might be the most interesting or useful to them. The text of the report should include an executive summary and sections outlined in 4.4 of Attachment 1. Headings for up to five levels of subdivision are provided in the template; however, we suggest not using more than three or four levels of subdivision except where absolutely necessary. Please avoid stacked headings (for example, a Heading 1 followed immediately by a Heading 2) and capitalize only the first letter of headings or words where appropriate—never use all caps.

2.2 Figures and photographs

To publish professional-looking graphics, **we need all originals to be saved at 300 dots-per-inch** (dpi) and in grayscale, if possible, or in the CMYK color format if color is necessary. Excessive use of color, especially color graphics that do not also work in grayscale, will prevent us from publishing your report as a TWDB numbered report (color reproduction costs can be prohibitive). Preferred file formats for your original graphics are Adobe Illustrator (.ai), Photoshop (.psd), EPS with .tiff preview, .jpg, .png, or .tiff files. Refrain from using low resolution .jpg or .gif files. Internet images at 72 dpi are unacceptable for use in reports. All graphics shall be submitted in two forms:

1. Inserted into the Microsoft Word document before you submit your report. Ideally, inserted graphics should be centered on the page. Format the picture to downsize to 6 inches wide if necessary. Please do not upsize a graphic in Word.
2. Saved in one of the formats listed above.

2.2.1 Other graphics specifications

It is easiest to design your figures separately and add them in after the text of your report is complete. Graphics should remain within the 1-inch page margins of the template (6 inches maximum graphic width). Be sure that the graphics (as well as tables) are numbered in the same order that they are mentioned in the text. Figures should appear embedded in the report after being called out in the text. Also, remember to include a caption for each graphic in Word, not as part of the graphic. We are not able to edit or format figure captions that are part of the figure. For figures and photographs, the caption should appear below the graphic. For tables, the caption should appear above.

2.2.2 Creating publication-quality graphics

When designing a graphic, make sure that the graphic (1) emphasizes the important information and does not show unnecessary data, lines, or labels; (2) includes the needed support material for the reader to understand what you are showing; and (3) is readable (see Figures 1 and 2 for examples). Edward R. Tufte's books on presenting information (Tufte, 1983; 1990; 1997) are great references on good graphic design. Cole Nussbaumer Knaflic's website *Storytelling with Data* also provides freely accessible resources for designing infographics and data visualizations (<http://www.storytellingwithdata.com/blog>). Figures 1 through 3 are examples of properly formatted, easy to understand graphics. Do not include fonts that are less than 6 points.

For good-looking graphics, the resolution needs to be high enough to provide a clear image at the size you make them within the report. In general, 300 dpi will make a clear image and is the minimum resolution for all situations. Try to create your figures at the same size they will be in the report, as resizing them in Word greatly reduces image quality. Photographs taken with at least a two-megapixel camera (if using digital) and with good contrast will make the best images. Save the original, and then adjust color levels and size in a renamed image copy. Print a draft copy of your report to double-check that your figures and photographs have clear lines and show all the features that you want them to have.

Figures and photographs should be in grayscale. Color greatly adds to the cost of printing, so we are trying to keep it to a minimum. Also, remember that your report may be photocopied, scanned, or downloaded and printed in black and white. For this reason, you should use symbols or patterns, or make sure that colors print as different shades in black and white. All interval or ratio data (data measuring continuous phenomena, with each color representing an equal interval) need to be displayed in a graded scale of a single color (Figure 3). This way your figures will be useful even as a photocopy.

If you need help with your graphics or have questions, please contact the TWDB graphics department at (512)936-0129.

2.2.3 Use of Figures, Graphics, and Photographs

Figures, photographs, and tables need to be your own unless you have written permission from the creator, publisher, or copyright holder that allows us to reprint them (we will need a copy of this permission for copyrighted material our records). All figures and photographs must cite the source in the legend and include whether the material is in the public domain, used under a Creative Commons License (<https://creativecommons.org/licenses/>), or used with permission of the copyright holder. Use caution when using any figures or photographs taken off the Internet or from newspapers or magazines—these sources may be subject to copyright and must be cited properly and/or used by permission.

2.3 Tables

Tables should be created in Microsoft Word (see Table 1). Tables should include a minimal amount of outlining or bold font to emphasize headings, totals, or other important points. Tables should be numbered separately from figures, and captions should appear above the text of the table.

Table 1: A sample table. Note caption above table.

Table text heading*

| Table text | 1940 | 1950 | 1960 | 1970 | 1980 | 1990 | 2000 | %GW |
|------------|------|------|------|------|------|------|------|------|
| Table text | 15 | 441 | 340 | 926 | 196 | 522 | 83 | 97.4 |
| Table text | 64 | 944 | 626 | 173 | 356 | 171 | 516 | 99.9 |
| Total | 79 | 1385 | 966 | 1099 | 552 | 693 | 599 | |

* A footnote should look like this using 10-point Cambria.

%GW = percent groundwater

Be sure to describe any abbreviations or symbols, and, unlike in this table, be sure to note the units!

3.0 Units

Measurements should be in English units. Metric units may be included in parentheses after the English units.

4.0 Citations and references

It is important to give credit for all external sources referenced in your report. Therefore, be sure to use the appropriate citations and include references in your paper.

4.1 In-text citations

Each piece of information you use in your report that comes from an outside source must be cited within the text using the author's last name and the year of publication. If there are two authors, list the last name of each followed by the year, and if there are more than two authors, list the last name of the first author followed by "and others" and the year. For example: "the end of the Jurassic Period occurred approximately 145.5 million years ago (Gradstein and others, 2004)."

4.2 References

All sources that are cited within the report should be listed at the end of the paper under the heading References. The references should follow the guidelines in "Suggestions to Authors of the Reports of the United States Geological Survey" (Hansen, 1991). These are available online at <https://pubs.usgs.gov/unnumbered/7000088> (a link to the chapter "Preparing references for Survey reports," p. 234-241, is found at <https://pubs.usgs.gov/unnumbered/7000088/sta28.pdf>). Several examples of complete reference citations are listed at the end of these guidelines. Be sure that any citations that appear in tables or figures are included in the reference list. Also, before submitting the report, please check that all the citations in the report are included in the reference list and all references in the reference list are cited in the report.

5.0 Submitting your report

Before you submit your report, proofread it. Look for spelling and grammatical errors. Also, check to see that you have structured the headings, paragraphs, and sentences in your paper so that it is easy to follow and understand (imagine you are a reader who does not already know the information you are presenting).

6.0 Conclusions

Following the instructions above and providing accurate and readable text, tables, figures, and citations will help to make your report useful to readers. Scientists may read your report, as well as water planners, utility providers, and interested citizens. If your report successfully conveys accurate scientific information and explanations to these readers, we can help to create more informed decisions about the use, development, and management of water in the state.

7.0 Acknowledgments

Be sure to acknowledge the people and entities that assisted you in your study and report. For example: We would like to thank the Keck Geology Consortium, the American Society of Civil Engineers, and the Texas Bar CLE for providing examples to use in developing these guidelines. In addition, we appreciate Mike Parcher for providing information on how to create publication-quality graphics, Shirley Wade for creating the data used in sample Figure 1, and Ian Jones for providing sample Figure 3.

8.0 References

Gradstein, F.M., J.G. Ogg, and A.G. Smith, eds., 2005, A geologic time scale 2004: Cambridge, Cambridge University Press, 610 p.
 Hansen, W.R., ed., 1991, Suggestions to authors of the reports of the United States Geological Survey (7th ed.): Washington, D.C., U.S. Government Printing Office, 289 p.
 Tufte, E. R., 1983, The visual display of quantitative information: Cheshire, C.T., Graphics Press, 197 p.
 Tufte, E. R., 1990, Envisioning information: Cheshire, C.T., Graphics Press, 126 p.
 Tufte, E. R., 1997, Visual explanations: Cheshire, C.T., Graphics Press, 156 p.

9.0 Examples of references

- Arroyo, J. A., and Mullican, III, W. F., 2004, Desalination: *in* Mace, R. E., Angle, E. S., and Mullican, W. F., III, editors, *Aquifers of the Edwards Plateau: Texas Water Development Board Report 360*, p. 293-302.
- Bates, R. L., and Jackson, J. A., 1984, *Dictionary of geological terms*: Anchor Press/Doubleday, Garden City, New York, 571 p.
- Blandford, T. N., Blazer, D. J., Calhoun, K. C., Dutton, A. R., Naing, T., Reedy, R. C., and Scanlon, B. R., 2003, *Groundwater availability of the southern Ogallala aquifer in Texas and New Mexico—Numerical simulations through 2050: contract report by Daniel B. Stephens and Associates, Inc., and the Bureau of Economic Geology, The University of Texas at Austin to the Texas Water Development Board*, variably paginated.
- Fenneman, N. M., 1931, *Physiography of Western United States (1st edition)*: New York, McGraw-Hill, 534 p.
- Hubert, M., 1999, Senate Bill 1—The first big bold step toward meeting Texas's future water needs: *Texas Tech Law Review*, v. 30, no. 1, p. 53-70.
- Kunianski, E. L., 1989, *Precipitation, streamflow, and baseflow in West-Central Texas, December 1974 through March 1977*: U. S. Geological Survey Water-Resources Investigations Report 89-4208, 2 sheets.
- Mace, R. E., Chowdhury, A. H., Anaya, R., and Way, S.-C., 2000, *A numerical groundwater flow model of the Upper and Middle Trinity aquifer, Hill Country area: Texas Water Development Board Open File Report 00-02*, 62 p.
- Maclay, R. W., and Land, L. F., 1988, *Simulation of flow in the Edwards aquifer, San Antonio Region, Texas, and refinements of storage and flow concepts*: U. S. Geological Survey Water-Supply Paper 2336, 48 p.
- For more examples of references, see p. 239-241 of “Suggestions to Authors of the Reports of the United States Geological Survey” at <https://pubs.usgs.gov/unnumbered/7000088/sta28.pdf>.

10.0 Examples of figures

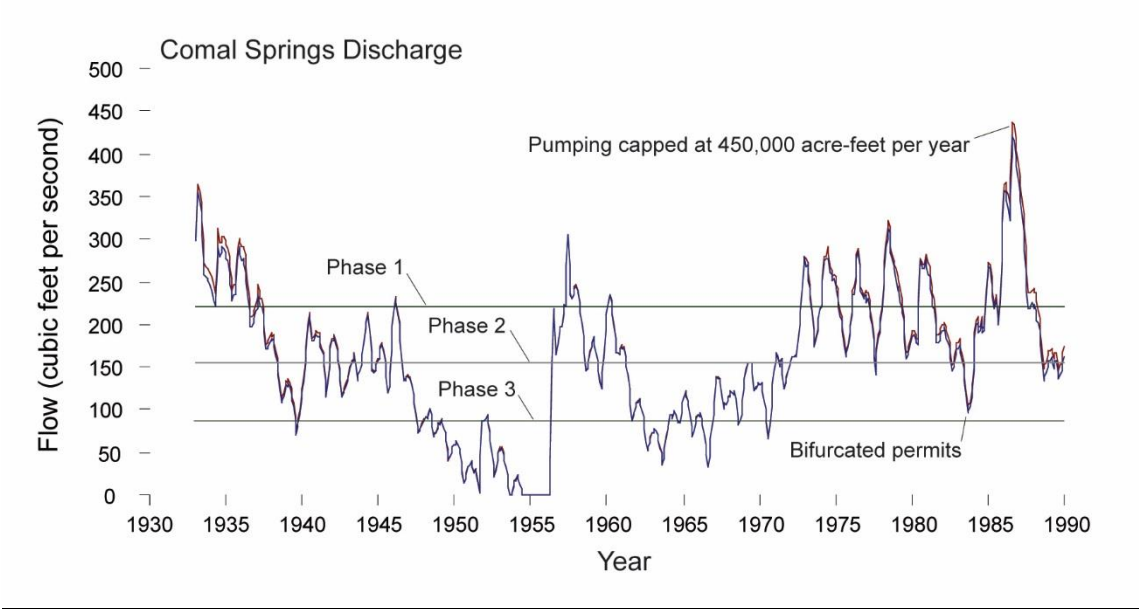


Figure 1. A sample figure showing only the information needed to help the reader understand the data. Font size for figure callouts or labels should never be less than 6 point.

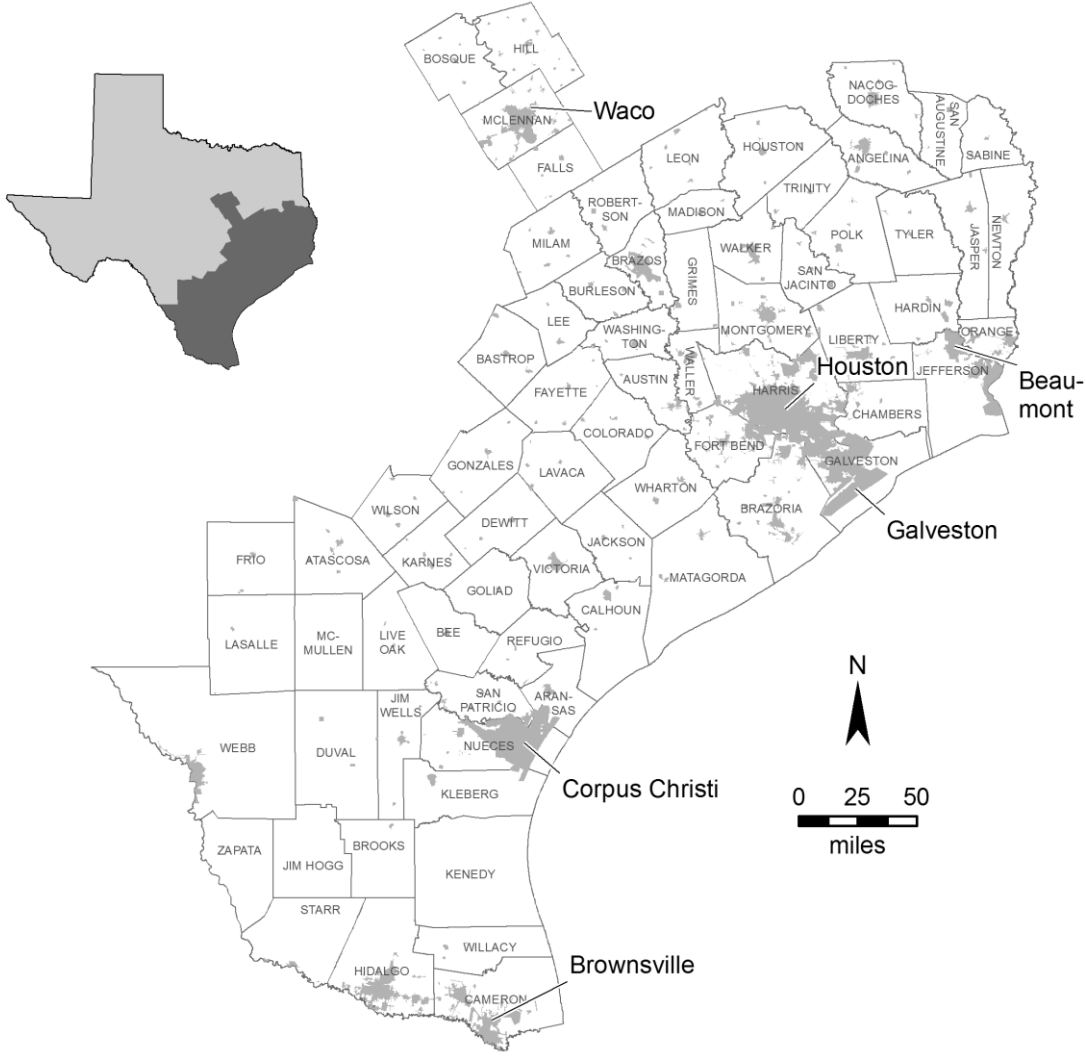


Figure 2. A sample subject area map, giving the reader enough information to understand the location being discussed in this conference. For map figures, be sure to include a north arrow to orient the reader, a scale, and, if needed, a submap that places the figure in greater geographic context. Be sure that text is readable and that any citations listed on the figure or in the figure caption are included in the reference list. Font size should never be less than 6 point.

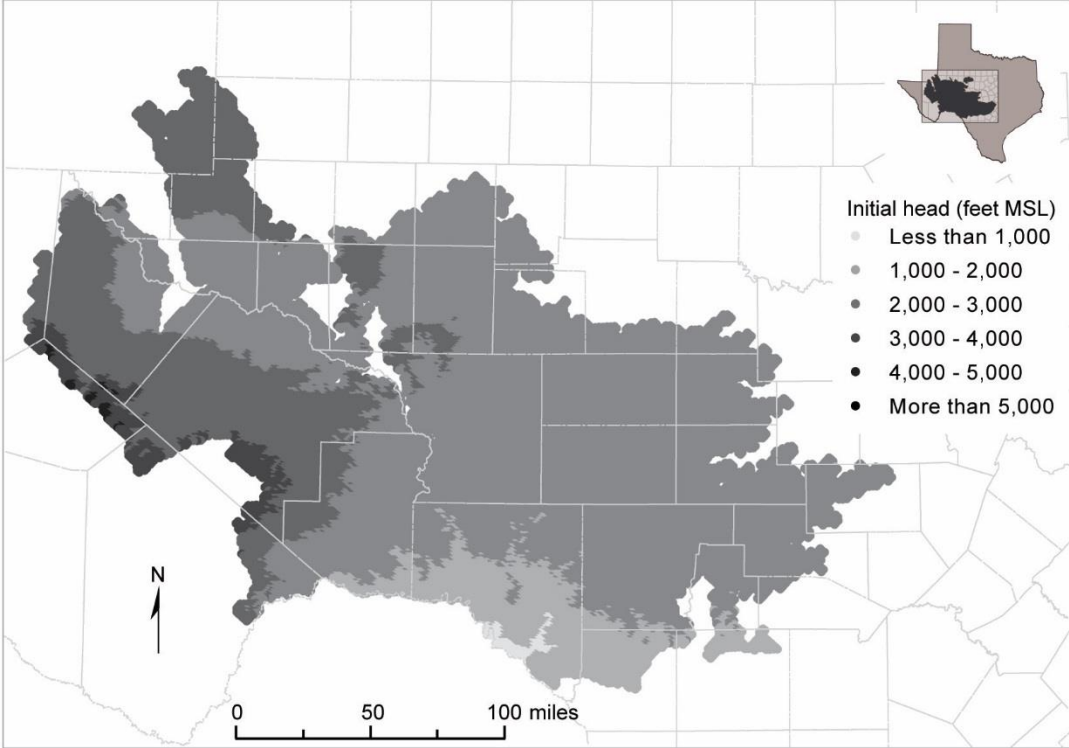


Figure 3. Initial hydraulic heads used in model simulations for layer 1. Note the use of grayscale shading to show differences.

EXHIBIT E

TWDB GUIDELINES FOR A PROGRESS REPORT

Texas Water Development Board Borrowers/Grantees are required by their contracts to provide Progress Reports according to the ***“Payment Request Schedule”***.

The progress report should contain the following standard elements:

- Date: Date the memo is sent
- To: Name and position of the reader
- From: Name and position of the writer
- Subject: TWDB Contract Number and the period that this report covers (i.e., Progress Report 09/01/18 – 11/30/18)

In-Kind Services: (please include a value and description of any in-kind services provided during the reporting period)

Work Completed: (Explain what work has been done during the reporting period by Scope of Work task. Specify the dates of the reporting period and use active voice verbs to report progress made. Please include any updates on special conditions.)

For Example:

- Task 1: Completed 3 draft chapters and all appendices. Met with sub consultants on their chapters.
- Task 2: Completed sample collection throughout river reach.
- Task 3: No work completed in reporting period.

Problems: (If the reader is likely to be interested in the glitches you have encountered along the way; mention the problems you have encountered and explain how you have solved them. If there are problems you have not yet been able to solve, explain your strategy for solving them and tell the reader when you think you will have them solved.)

RESOLUTION NO. 2021-R-XX

A RESOLUTION BY THE CITY COUNCIL OF STEPHENVILLE, TEXAS ("CITY") AUTHORIZING THE MAYOR, AS THE DESIGNATED REPRESENTATIVE OF THE CITY, TO EXECUTE AN AGREEMENT WITH THE TEXAS WATER DEVELOPMENT BOARD FOR FUNDING IN THE AMOUNT OF \$337,500.

WHEREAS, the Texas Water Development Board made a commitment to provide financial assistance in the form of a grant in the amount of \$337,500 to the City to finance a flood planning study project upon execution of a grant agreement.

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

1. Approval of Agreement: The agreement setting out the terms and conditions of the financial assistance between the Texas Water Development Board and the City is approved and the City's Designated Representative is authorized to execute the agreement on behalf of the City.
2. Effective Date. This Resolution shall become effectively immediately after its adoption.

PASSED AND APPROVED this _____ day of _____, 2021.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Allen L. Barnes, City Manager
Reviewed

Randy Thomas, City Attorney
Approved as to form and legality