



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, March 01, 2022 at 5:30 PM

AGENDA

CALL TO ORDER

PLEDGES OF ALLEGIANCE

INVOCATION

PRESENTATIONS AND RECOGNITIONS

1. Presentation of Stephenville Police Department Lifesaving Awards
2. Tarleton State University Update
Dr. James Hurley, President

CITIZENS GENERAL DISCUSSION

PARKS AND LEISURE SERVICES COMMITTEE

Daron Trussell, Chair

- [3.](#) Committee Report - February 15, 2022
- [4.](#) Consider Approval of an Ordinance Amending the City of Stephenville Code of Ordinances by the addition of Chapter 97 *Municipal Parks, Facilities, and Cemeteries*

PUBLIC WORKS COMMITTEE

Alan Nix, Chair

- [5.](#) Committee Report - February 15, 2022
- [6.](#) Consider Approval of Amendment No. 5 with Waste Connections for the Collections, Hauling, and Disposal of Municipal Solid Waste and Construction and Demolition Waste

NOMINATIONS COMMITTEE

Gerald Cook, Chair

- [7.](#) Committee Report - February 15, 2022
8. Consider Approval of Appointments to Citizen Boards and Commissions

PERSONNEL COMMITTEE

Ricky Thurman, Chair

- [9.](#) Committee Report - February 15, 2022

FINANCIAL REPORTS

Monica Harris, Director of Finance

- [10.](#) Monthly Budget Report for the period Ending January 31, 2022

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

CONSENT AGENDA

- [11.](#) Approve Minutes - February 1, 2022 Regular City Council Meeting
- [12.](#) Approve Minutes - February 15, 2022 Special City Council Meeting
- [13.](#) Approval of a Resolution Authorizing the City of Stephenville's Membership in the Atmos Steering Committee
- [14.](#) Approval of a Resolution Authorizing the City of Stephenville's Membership in the Oncor Steering Committee

COMMENTS BY CITY MANAGER

Tuesday, March 15 - Council Committee Meetings
Tuesday, April 5 - Regular City Council Meeting

COMMENTS BY COUNCIL MEMBERS

EXECUTIVE SESSION

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

- 15. Section 551.071 *Consultation with Attorney - Pending or Contemplated Litigation*** - Opioid Settlement
- 16. Section 551.087 *Deliberation Regarding Economic Development Negotiations*** - Project Crossing

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

ADJOURN

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

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



COMMITTEE REPORT

REPORT TYPE: Parks and Leisure Services Committee Report

MEETING: February 15, 2022

Present: Daron Trussell, Chair, Ricky Thurman, Alan Nix

Absent: Justin Haschke

DEPARTMENT: Parks and Leisure Services

STAFF CONTACT: Kelli Votypka- Director

New Ordinance Chapter 97- Municipal Parks and Cemeteries

Staff presented to Committee a proposal for a new ordinance; Chapter 97 for parks and facility rules and regulations. It was also presented to amend existing Ordinance Section 90.10 to allow dogs at special events in City Park.

A motion was made to approve Ordinance Section 90.10 as amended and approve Ordinance Chapter 97 as presented except for section 97.13 which will be reviewed at the March 15, 2022 committee meeting.

ORDINANCE NO. 2022-O-XX

AN ORDINANCE OF THE CITY OF STEPHENVILLE CREATING CHAPTER 97 OF THE CITY OF STEPHENVILLE CODE OF ORDINANCES TO BE TITLED “MUNICIPAL PARKS, FACILITIES, AND CEMETERIES” AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Parks and Leisure Services Department worked with the Parks and Recreation Advisory Board to present for consideration rules and regulations to ensure the enjoyment and safety of all city parks, facilities, and cemeteries; and

WHEREAS, the City Council of the City of Stephenville wishes to formally establish rules and regulations for the operation and use of city parkland, facilities, and cemeteries.

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

SECTION 1.

The Code of Ordinances of the City of Stephenville is hereby amended by the addition of the following:

**TITLE 9 - GENERAL REGULATIONS
CHAPTER 97 - MUNICIPAL PARKS, FACILITIES, AND CEMETERIES**

ARTICLE I – GENERAL PROVISIONS

Sec. 97.01 Definitions

For the purposes of this chapter, the following words, terms and phrases shall have the meaning ascribed to them except where the context clearly indicates a different meaning:

City Parks. All parks inside the limits of the City of Stephenville that have been dedicated to the public, or leased by the City of Stephenville, including all such parks that are subsequently annexed into the city’s corporate limits. This includes both developed and undeveloped lands.

Bosque River Trail. Walking and biking trail system located along the Bosque River.

Splashville. City-owned waterpark.

Recreation Facilities. City-owned facilities such as pavilions, Recreation Center, Senior Center, gazebos, etc.

Municipal Cemeteries. West End Cemetery, East Memorial Cemetery, and Mount Olive Cemetery.

Department. The City of Stephenville Parks and Leisure Services Department.

Director. The Director of the Parks and Leisure Services Department or his/her designee.

Cemetery Supervisor. Person assigned to oversee the operations of all municipal cemeteries.

Parks and Recreation Advisory Board. An advisory board, appointed by the City Council, to advise the Council on policy matters affecting the city’s parks and recreation facilities.

Community Event. An event in the City that is open to the public in general and that enjoys widespread support from the citizens of Stephenville and surrounding areas.

Special Event. Any community event requiring a permit or involving a road closure, sale of goods or services, or charging of admissions.

Commercial Activity –An event held by any person, group, or organization, that makes or attempts to make profit, vend a service or product, receive money, or obtain goods or services as compensation from participants in activities occurring on public parkland owned and operated by the City of Stephenville, to include nonprofit training or fundraising activities, outdoor revenue generating programs, and educational groups that receive money from participants.

1. *Fundraising Activity* – a program created to seek financial support for a charity, institution, or other enterprise.
2. *Indoor/Outdoor Revenue Generating Program*- Activities/events held three or more times a month that charge a fee to generate revenue. (Ex. Sports association, Exercise training programs, etc.)
3. *Educational Program*- Program or activity to enrich educational opportunities. Can be fee based or free of charge to participants.
4. *Sports Associations, Organizations or Foundations* – any outside organized non-profit sports program not operated and staffed by the City of Stephenville.

Commercial Use Permit – written authorization from the Parks and Leisure Services Director to the applicant conducting organized educational/leisure classes at designated park sites that charge a fee to participants who desire to attend or participate in the commercial activity whether it is for profit or fundraising.

Sections 97.02 - 97.09 Reserved for future use

ARTICLE II. PARKS

Section 97.10 Public Park Hours of Operation

- (A) All public parks owned, leased, and/or managed by the city shall be closed between the hours of 11:00 p.m. and 5:00 a.m. It shall be unlawful for any person or persons to remain or be found in any area or facility outside of the designated hours that said area or facility is open to the public.
- (B) This section shall not apply to the following parks and recreation sponsored/sanctioned functions:
 1. Parks and recreation community events, sanctioned athletic events, leagues or tournaments.
 2. Any activity properly permitted through the office of the Director of Parks and Leisure Services.
 3. Permitted camping at City of Stephenville RV Park.

Section 97.11 Applicability of Local, State, and Federal Laws

- (A) All terms and provisions of the Texas Water Safety Act shall be applicable to Stephenville City Park, the Bosque River Trail, and, where applicable, to other parkland owned or leased by the City of Stephenville.
- (B) All rules and regulations promulgated by the Texas Parks and Wildlife Department pursuant to the Texas Water Safety Act shall be applicable to Stephenville City Park, the Bosque River Trail, and, where applicable, to parkland owned or leased by the City of Stephenville.
- (C) All applicable rules and regulations of the U.S. Army Corps of Engineers including Title 35, Code of Federal Regulations Chapter 111, Part 327, and any amendments or revisions thereto shall be applicable to all parklands owned or leased by the City of Stephenville.

Section 97.12 General Regulations

- (A) Children under ten (10) years of age must be accompanied by a parent, legal guardian, or person over the age of eighteen (18) years who is in a designated role of responsible care while using municipal parks or facilities.
- (B) Overnight camping in the City RV Park by persons under eighteen (18) years of age may not occur unless the individual is accompanied by parent, legal guardian, or as part of an approved, permitted group.
- (C) No person shall modify the natural conditions of topography and terrain of parkland owned by the City of Stephenville by excavating, filling, dredging, or any other means unless the city has issued a license authorizing such modification.
- (D) The city shall have the right to revoke, suspend, or refuse to reissue the permit of any individual upon the violation of rules, contract terms, regulations, standards or ordinances of the city, United States, State of Texas, or other local government entity.
- (E) No person in any park shall operate a motor-driven model airplane or drone, shoot a bow and arrow, discharge firearms, or hit golf balls except in an area designated for that purpose by the director.
- (F) Weapons are prohibited in all city parkland in accordance with state law.

Section 97.13 Vehicle and traffic laws

- (A) **Traffic Regulations.** All applicable state and local vehicle and traffic laws and ordinances shall be in full force and effect in all parks.
- (B) **Speed Limit.** The speed limit in all parkland shall not exceed 10 MPH.
- (C) **Direction of traffic.** All law enforcement officers shall have the authority to limit traffic as needed in any park in order to control pedestrian and vehicular movement and park capacity in accordance with the provisions of this chapter or any other applicable laws and ordinances.

(D) **Special provisions applicable to motorcycles, motor scooters and minibikes.** The director may, in reasonable discretion and through park rules and regulations, set aside or designate areas, paths, trails, or roads in a park where operating motorcycles, motor scooters, and minibikes shall be allowed. Motorcycles, motor scooters, and mini bikes are prohibited on the Bosque River Trail.

(E) **Operating or parking vehicles**

- a. No person shall operate or park a vehicle over, through, or on any park ground except along or upon park roadways and designated parking areas as set forth in park rules and regulations.
- b. No person shall operate a non-city vehicle on city parkland between the hours of 11:00 p.m.. and 5:00 a.m. except for emergency or law enforcement purposes or in conjunction with special activities permitted by the director.
- c. No person shall park or place an inoperable motor vehicle or allow an inoperable motor vehicle to remain on city parkland for a period of more than twenty-four (24) continuous hours. Violators will be towed at owner's expense.

Section 97.14 Buildings and Other Property

No person, in any city park, shall do or cause to be done any of the following without first obtaining a permit from the director:

- (A) Mark, deface, injure, displace, remove, or tamper with any park property or any park grounds.
- (B) Construct or erect any building or structure of any kind, whether permanent or temporary.
- (C) Store or stockpile any equipment, material, or product on park property, or within any structure or compound located in a park.
- (D) Cut, gather, or remove trees or parts of trees from any park without written approval of the director.
- (E) Construct, place, or operate any pier, bulkhead, wharf, boathouse, dock, barge, building, boat ship, boat stall, fixture, or other structure or facility of any kind or character upon, in, or over the portion of the Stephenville City Park and Bosque River Trail where river water is present, or other applicable parkland, unless a permit or other appropriate written agreement has been issued by the director.
- (F) Construct or place any structure, including, but not limited to, roads, trails, signs, or landscape features, of any kind under, upon, in, or over any parkland owned or leased by the City, unless a permit or other appropriate written agreement has been issued by the director.
- (G) Items (E) and (F) above shall not apply to bulkheads, rip rap or soil conservation measures, or other facilities constructed by or on behalf of the city or USACOE (United States Army Corps of Engineers)

Section 97.15 Sanitation

No person in any park or facility shall:

- (A) Throw, discharge or otherwise place or cause to be placed in the waters of any fountain, pond, stream or other body of water in or adjacent to any park, any substance, matter of thing, liquid or solid, which will or may result in the pollution of said waters.

- (B) Dump, deposit, or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage or refuse, or other trash.
- (C) Spill, pump, or otherwise discharge contaminants, pollutants, or other wastes, including, but not limited to, human or animal waste, petroleum, industrial or commercial products or by-products.
- (D) The owners and/or operators of all commercial ventures and operations shall provide on-site facilities satisfactory to the city for the collection of all trash, rubbish, and other forms of waste.

Section 97.16 Swimming

No person in any park, with the exception of Splashville, shall:

- (A) Swim, bathe, or wade in any water or waterway in or adjacent to any park, except in designated areas in accordance with the terms of this chapter and the regulations.
- (B) Swim, bathe, or wade except during those hours established for such activities.
- (C) Dive or jump from bridges or other structures which cross park waters or Bosque River Trail.

Section 97.17 Boating

- (A) No person shall bring into or operate any vessel upon any park waters.
- (B) The use of waters considered to be state waters that lay within or adjacent to city parks shall be subject to the Texas Water Safety Act, Texas Parks and Wild. Code Ann. §§ 31.001-31.142.
- (C) No person shall leave any private vessel unattended on city parkland, the Bosque River Trail, or in the portion of the Bosque River regulated by the city.

Section 97.18 Camping

- (A) No person shall camp overnight in a park or on the Bosque River Trail without first obtaining written permission from the director or his/her designee. Camping will only be allowed in designated areas.
- (B) Campers, picnickers, and all other persons shall keep their sites free of trash and litter during the period of occupancy and shall remove all personal equipment and clean their sites upon departure.
- (C) No person shall place camping equipment or other items on a campsite, nor physically occupy a campsite-overnight without payment of appropriate fees. No person shall place another person, equipment, or other items at a campsite for the purpose of reserving a campsite for future occupancy.
- (D) No person shall alter any campsite, dig or level any ground, nor construct any structure without written permission from the director.

Section 97.19 Fires

No person in any City Park or parkland shall:

- (A) Start or maintain any outdoor fire except for cooking fires. Such fires shall be started and maintained only in a stove, fireplace, barbecue pit, fire ring, or portable camp stove.
- (B) Leave any fire started or maintained unattended without first completely extinguishing the fire.
- (C) Gather or remove firewood for use on or removal from any park.
- (D) Burn any material that produces toxic fumes, including but not limited to tires, plastic, or treated wood products.
- (E) Carry onto or store gasoline or other fuels, except that which is contained in storage trucks tanks of vehicles, vessels, camping equipment, or hand portable containers designed for such purpose.

Section 97.20 Animals.

(A) General Regulations

1. No person shall abandon any animal in any park.
2. Dogs are not allowed on playing fields or spectator areas of athletic fields. Dogs specially trained to assist the disabled may be on the fields to assist their owner during programs designed for the disabled.
3. Animals and pets, except properly trained animals assisting the disabled, are prohibited in sanitary facilities such as restrooms or locker rooms.
4. Persons bringing or allowing pets in parks areas shall be responsible for proper removal and disposal of waste produced by those animals.
5. All animals and pets are prohibited in Splashville, except at special events permitted by the Director.
6. Riding horses or other animals is only allowed in areas, or on paths or trails designated by park rules and regulations. Any animal ridden in a park shall be properly restrained, ridden with due care, and shall not be allowed to go unattended. Horses, ponies, donkeys, or mules shall have successfully passed a Coggins test prior to using any park areas, paths or trails.
7. No person shall bring or allow wild or domestic animals, reptiles, bird, fish, horses, cattle or other livestock on parkland owned or leased by the City of Stephenville except in areas designated by the director.
8. Ranging, grazing, watering, or allowing livestock on parkland owned by the City of Stephenville is prohibited except when authorized by lease or license.
9. No person shall, without first obtaining permission from the director:
 - i. Capture, attempt to capture, hunt, molest, injure, trap or administer or set out any trap or harmful substance for any wild or domestic animal, reptile or bird; or
 - ii. Remove or have in possession the young, eggs, or nest of any animal, reptile, or bird.

(B) Animals prohibited in parks during activities

1. Animals, except for dogs, are prohibited in any of the parks located within the city limits during any organized special event.
2. For purposes of this section, an organized activity includes any city-sponsored activity or event, including, but not limited to, festivals, shows, or athletic events.
3. Exceptions:
 - a. Display of animals for viewing, petting zoos, or similar activities is allowed with the permission of the director.
 - b. Canine assistance for the disabled.

Section 97.21 Merchandising, Advertising, Signs, Commercial Use

No person in any park shall:

- (A) Expose or offer for sale or hire any article, thing, or service, nor station or place any stand, cart, or vehicle for the transportation, sale, or display of any article, thing, or service unless written permission has been obtained from the director.
- (B) Announce, advertise, or call the public's attention in any way to any article, thing, or service for sale or hire unless written permission has been obtained from the director.
- (C) Paste, glue, tack, or otherwise place any sign, placard, advertisement, or inscription on park property, nor erect or cause to be erected any sign on any public lands, highways, or roads adjacent to a park, unless written permission has been obtained from the director.
- (D) Provide and/or sell any food- or drink-based product to the public for free or for a fee without the provider and/or dispenser obtaining written permission from the director and having obtained all applicable health code licenses and permits.
- (E) Construct, operate, or otherwise engage in any retail or wholesale sales or commercial operation unless the city has granted a license and/or sublease for such operation.
- (F) Commercial use of public parkland is not authorized without approval from the City of Stephenville. Individuals or entities engaged with the provision and sale of goods and/or services on City of Stephenville parkland will be required to provide all necessary documentation provided by the Parks and Recreation division of the Parks and Leisure Services Department. Upon the completion of all required documentation, it is the City of Stephenville's sole discretion to approve or deny the application.
- (G) Exceptions: Any exceptions to the requirements of this section are authorized only by council approval. Upon approval, the person or organization must show and have all proper insurance and permits pertaining to their event or organization

Section 97.22 - Interference with users

- (A) No person shall prevent, disturb, or unreasonably interfere with any other persons occupying any area or participating in any lawful activity permitted within any City Park.
- (B) No person shall act in a boisterous, rowdy, disorderly manner or otherwise disturb the peace in any city park.
- (C) No person shall disrobe in public or display public nudity in any city park in accordance with State Law.
- (D) No person shall use or operate rollerblades, skates, scooters, or skateboards in and/or around concession areas, spectator seating, parking lots, and adjacent walkways during athletic events, concerts or special events.
- (E) No person shall make any use of any tobacco product (including e-cigarettes) within one hundred (100) feet of the boundaries of youth athletic fields or concessions facilities, or at organized events.

Section 97.23 Permits

(A) **Event Permit Required.** In addition to any other provision of this chapter that requires obtaining a permit prior to engaging in a given activity, no person in any City Park shall conduct, operate, present, manage, or take part in any of the following activities unless written permission has been obtained from the director prior to the start of the activity:

1. Any organized sporting event using park ballgame facilities that are designated for permit use only;
2. Any exhibit, dramatic performance, play, motion picture, radio or television broadcast, fair, circus, carnival, musical event, or any similar event;
3. Any public meeting, assembly, parade, ceremony, address, speech, political meeting, or other gathering composed of one hundred (100) or more persons;
4. Any use of any park facility by a group of persons to the exclusion of others;
5. Any use involving amplified sound;
6. Any use involving firearms or guns; or
7. Any use of parks and recreation facilities in violation of park hours of operation.

(B) Permit application procedure

1. A person seeking the issuance of a permit to conduct an activity in a park shall file an application with the director or his/her designee. The application shall state:
 - a. The name, address and telephone number of the person and organization and its officers applying for the permit;
 - i. If the use or activity is to be conducted for, on behalf of, or by any person other than the applicant, the name, address and telephone number of that person;

- b. The exact nature of the use or activity for which the permit is being sought;
 - c. The day and hours for which the permit is desired;
 - d. The specific park and portion of the park desired to be used to carry out the proposed use or activity;
 - e. An estimate of the anticipated attendance;
 - f. Any other information that the director finds to be reasonably necessary in order to determine whether to issue a permit.
2. Applications shall be filed with the director for consideration not less than thirty (30) days or more than three hundred sixty-five (365) days before the date of the proposed use or activity.
 3. The director shall evaluate the application and render a decision in accordance with Section C, below.

(C) Standards for issuance of permit; procedures

1. A permit for an activity in or use of a park shall be issued unless it is found:
 - a. That the proposed activity or use of the park will unreasonably interfere with or detract from the general public use and enjoyment of the park; or
 - b. That the proposed activity or use of the park will unreasonably interfere with or detract from the public health, safety or welfare; or
 - c. That the conduct of the proposed activity or use is reasonably likely to result in or create a clear and present danger of violence by the applicant or by others toward persons or property resulting in serious harm to the public; or
 - d. That the requested facilities have been reserved for another activity or use at the day and hour requested in the application; or
 - e. That false or misleading information is contained in the application or required information is omitted; or
 - f. That the event would violate any federal, state or municipal law; or
 - g. It is found or determined that the requested facility or park is unable to support, through physical space, infrastructure, or other factors, the proposed event or activity.
2. The director may impose reasonable conditions or restrictions on the granting of a permit, including, but not limited to, any of the following:
 - a. Restrictions on fires, fireworks, amplified sound, use of alcoholic beverages, dancing, sports, the use of animals, equipment, or vehicles, the number of persons to be present, the location of any bandstand or stage, or any other use which appears likely to create a risk to the reasonable use and enjoyment of the park property;
 - b. A refundable security deposit for the repair of any damage to Park property and/or the cost of cleanup as set in the city's fee schedule.

- c. A reasonable fee to defray the cost of furnishing adequate security forces by the city at the proposed use or activity.
 - d. Additional sanitary and refuse facilities that might be reasonably necessary, based on the use or activity for which the permit is being sought.
3. Within seven (7) days after submission of an application, the director shall apprise an applicant, in writing, of its approval or reasons for refusing a permit.
 - a. Applicants requesting removal of any conditions attached to the issuance of a permit or wishing to appeal a permit refusal shall have the right to appeal the director's decision in writing within six (6) days to the City Manager's Office. The City Manager or his/her designee shall consider the application under the standards set forth in this section and/or other reasons deemed by the City Manager to be detrimental to the use of the public parks. After review, the City Manager will sustain or overrule the director's decision.
 4. An applicant shall be bound by all ordinances fully as though the same were inserted in such person's permit.
 5. The person to whom a permit is issued shall be liable for any loss, damage, or injury to any person or property due to negligence of the person and/or organization to whom the permit was issued.
 6. The director or his/her designee shall have the authority to revoke a permit upon a finding of violation of ordinance, state or federal law, or upon the violation of any condition or restriction under which the permit was issued.
 7. Permits shall not be transferable without the written consent of the director.

(D) Posting and Exhibiting Permits

Permits required by this chapter shall be posted in the area where the activity is conducted or produced and must be shown upon the demand of any law enforcement officer or authorized City Park employee.

Section 97.24 Closed areas

Any section or part of any City Park may be declared closed to the public by the director or a law enforcement officer at any time and for any interval of time, either temporarily or at regular, stated intervals (daily or otherwise), either entirely or for certain uses, as the director or law enforcement officer shall find reasonably necessary.

Section 97.25 Naming parklands, park roads, major improvements, and facilities

(A) The Parks and Recreation Advisory Board chairperson shall appoint a committee to be responsible for research, study, and recommendation of proposed names of parks, park roads, major improvements, facilities, or similar.

1. Recommendations for proposed names shall be presented to the Parks and Recreation Advisory Board for approval or disapproval. A resume stating the reason for the recommendation of a

name shall be submitted in writing. If the board disapproves the committee's recommendation, the matter may be referred back to the committee for further action.

- (B) The Parks and Recreation Advisory Board's recommendation for naming parklands, park roads, major improvements, or facilities shall be submitted to the city council within sixty (60) days of acquisition, construction, or completion, or at the earliest possible time thereafter. The City Council shall have the final authority for the naming of parklands, park roads, major improvements, or facilities.
- (C) The naming of park roads, major improvements, or facilities shall permit ready identification and/or geographical association by the public. The following guidelines shall be considered:
1. Outstanding and/or predominate physical characteristics of the land.
 2. Financial or real property contributions of fifty percent (50%) or more by individuals or organizations.
 3. Outstanding community leaders, living or deceased.
 4. National, state, or local historical leaders or heroes, both past and present.
 5. Predominant plant materials.
 6. Streams, rivers, lakes and creeks.
 7. Outstanding environmentalists or parks and recreation notables.
 8. No park site shall be given the same name as an existing school site or public facility except where sites abut one another.
 9. Subdivision names where parklands are adjacent to or lie within the subdivision.
- (D) Proposed names shall be kept confidential by members of the committee until they are presented to the Parks and Recreation Advisory Board, except that the proposed name may be disclosed to the individual or family of the individual that is the subject of the proposed name. An individual or relative of an individual after whom a park or recreation facility is proposed to be named shall be provided the opportunity to oppose such designation.

Section 97.26 Park Facility Rental

- (A) Facility Rentals - Individuals or groups wanting exclusive use of any Stephenville City Parks and Recreation facilities must fill out the Community / Special event application. The Exclusive Rental rate will be applied for every 24-hour period the park is rented.
1. The following facilities are available for rental:
 - a. Large Pavilion – City Park
 - b. Small Pavilion – City Park
 - c. Century Park Gazebo – City Park
 - d. Birdsong Amphitheatre – City Park

- e. Recreation Hall – City Park
 - f. Sports Complex – City Park
 - g. Senior Citizens Center
 - h. Other facilities as approved by the director or his/her designee
2. The following facilities are available for practices, tournaments, 5K runs, and other special events:
 - a. Baseball fields
 - b. Softball fields
 - c. Tennis courts
 - d. Bosque River Trail

(B) Fees for use of park facilities

1. Fees shall be approved by the city council as part of the city's fee schedule.
2. Waiving of Fees: The City of Stephenville may waive all or a portion of the fee with the recommendation of the Director of Parks and Leisure Services.
3. Any person or persons occupying park space or using such facilities where that occupancy or use requires a fee, but where said fee has not been paid, shall be considered to be trespassing.

(C) Sports Association / Organization / Foundation Facility Fees

1. These groups must meet with the Parks and Leisure Services Director and agree to terms in a written contract agreement. This contract will cover fees, policies and procedures, maintenance, and operational standards by which the City of Stephenville facilities will be utilized.
2. Individuals or entities must provide documentation of transactions for goods and/or services and proof of a current liability insurance policy naming the City of Stephenville as an additional insured party when appropriate.

(D) Refunds

1. Refundable Deposits will be processed upon inspection of parks and/or facilities by Parks and Leisure Services staff. The standard of cleanup is leaving the park and/or facilities in the same condition as it was at the time the rental period began.
2. Pavilions, Birdsong Amphitheater – no refunds will be issued for inclement weather.
3. Recreation Center – refunds will be issued if reservations are cancelled no less than seven (7) business days from event date.

Section 97.27 Insurance and Liability

- (A) The City of Stephenville and its agents disclaim all liability resulting from the exclusive use of a municipal park, its facilities and/or equipment, gazebo, and/or pavilions for events open to the public (community events, special events, or any other activity specified in these policies.)
- (B) Organizers of these public events must provide proof of insurance indemnifying the City of Stephenville against any liability arising from such exclusive use. Closed events (birthday parties, family reunions, etc.) will not require liability insurance.

- (C) The Director of Parks and Leisure Services shall have the right to waive the insurance requirement for events. The waiver will be made on a case-by-case basis. A waiver shall not be granted without adequate protection for the city, such as a sufficient indemnity agreement.
- (D) Minimum Coverage shall include: Bodily Injury coverage of at least \$100,000 per person and \$500,000 per occurrence.

Sections 97.28 – 97.39 Reserved for future use.

ARTICLE III. MUNICIPAL CEMETERIES

Section 97.40 General Rules and Operation

The Municipal Cemeteries of the City of Stephenville shall be reserved for the burial of human remains in accordance with State and Federal law. The city Manager or his/her designee shall have the authority to promulgate rules and regulations for its use and control the use of the facility in accordance with state law. Fees for services and the sale of burial plots shall be approved by the city council as part of the city's fee schedule.

Section 97.41 Burial in accordance with laws of the State of Texas

No person shall purchase or allow any cemetery lot or niche to be used for any purpose other than the burial of human remains in accordance with the laws of the State of Texas.

Section 97.42 Parking and/or driving in gardens; speed limit

- (A) No person shall use the cemetery land as a thoroughfare and the right to use automobiles or other vehicles in the cemetery is authorized solely and exclusively for transporting persons to visit burial plots.
- (B) Parking and/or driving on any gardens or grassy areas are prohibited for purposes other than those obtained from the cemetery.
- (C) The speed limit within the cemetery is ten (10) miles per hour.

Section 97.43 Possession of drugs or alcohol in cemetery

No person shall possess alcoholic beverages or illegal drugs in any Municipal Cemetery.

Section 97.44 Right of cemetery staff to enter upon lot

The cemetery supervisor shall have the right to authorize persons to enter upon or use any adjoining cemetery lot or lots to carry out duties related to interments, erection of monuments or markers, etc., without prior notice to the lot owner.

Section 97.45 Headstones

No headstones shall be installed, moved, repaired, or removed without first obtaining the approval of the Cemetery Supervisor. Temporary placeholders may be used for a period of no longer than 12 months, after which time a permanent headstone or marker shall be placed.

Section 97.46 Prohibitions

- (A) Advertisements - No person shall cause a sign, notice, or advertisement of any kind to be placed or brought into the cemetery unless authorized by the cemetery supervisor and placed by cemetery employees.
- (B) Solicitation – No person shall peddle, sell, or solicit the sale of any goods or service within municipal cemeteries.
- (C) Decorative objects
1. No person shall cause decorative objects or photos to be affixed to the crypt fronts by tape or other means.
 2. No curbs, shrubs, landscaping, mounds, rocks or gravel, glass containers, ceramic containers or like objects shall be permitted. Such objects will be removed at the discretion of the cemetery supervisor.
 3. Foot markers shall be set no more than (1) inch above ground.
 4. Flowers shall be set to the side of the headstone; a flower receptacle will be provided if needed. Old flowers shall be removed at cemetery supervisor’s discretion.
 5. All unauthorized items may be removed by the cemetery supervisor without notice.
- (D) Open flames - No person shall possess or cause to be placed within a cemetery a devotional light or any open flame device.

ARTICLE IV. PENALTIES

Section 97.99 Penalties for Violations

Penalties for violations of this chapter are subject to the general penalty set out in 10.99 of the City of Stephenville Code of Ordinances.

SECTION 2.

Section 90.10 *Animals prohibited in parks during special activities* is hereby repealed in its entirety, as it has been incorporated into Chapter 97 *Municipal Parks, Facilities, and Cemeteries*.

SECTION 3.

Except as amended herein, the City of Stephenville ordinances shall remain in full force and effect as presently enacted and amended from time to time. To the extent of a conflict between this Ordinance and any other ordinances of the City of Stephenville as same may have existed prior to the adoption of this Ordinance, this Ordinance shall control.

SECTION 4.

If any section or part of this ordinance is held by a court of competent jurisdiction to be unconstitutional or invalid, such judgement shall not affect, impair, or invalidate the remaining provisions of this Ordinance but shall be confined in its operation to the specific section or sections that are held unconstitutional or invalid.

SECTION 5.

This ordinance shall become effective immediately upon its passage.

PASSED AND APPROVED this 1st day of March, 2022.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Reviewed by Allen L. Barnes,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality

Public Works Committee
COMMITTEE REPORT



MEETING: Public Works Committee Meeting – 15 Feb 2022
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: Solid Waste Franchise Agreement – Annual Rate Adjustment Request

Discussion: An overview of the proposed annual rate adjustment from Waste Connections was presented. It was noted, the requested CPI adjustment results in a 7.76 percent increase to the existing rate in accordance with the existing agreement. The residential and commercial polycart rates would increase \$0.92 and \$1.49 per month respectively. This rate adjustment would equate to a 1.30 percent average annual increase over the last seven (7) years, since 2015. It was also noted that the rates would go into effect on April 01, 2022.

It was further noted, Waste Connections agreed to accept an equal 7.76% increase in disposal rates when using the Stephenville Landfill.

Committee Action: Following discussion, a motion was made by Mr. Cook, seconded by Mr. Huckabee, to forward a positive recommendation to the full council to approve Amendment No. 5 with Waste Connections.

Recommendation: The committee voted to unanimously forward a positive recommendation to approve Amendment No. 5 with Waste Connections as presented.

STAFF REPORT

SUBJECT: Solid Waste Franchise Agreement – Annual Rate Adjustment Request
MEETING: Public Works Committee – 15 FEB 2022
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval of the proposed rate adjustment with Waste Connections, Inc. for the collection, hauling, and disposal of municipal solid waste and construction and demolition waste in accordance with the provisions of the existing exclusive franchise agreement.

BACKGROUND:

The City of Stephenville entered into an exclusive franchise agreement with IESI, TX Corporation in January of 2005. In 2012, the corporation changed names to Progressive Waste Solutions of TX, Inc. In 2016, Progressive was acquired by Waste Connections Lonestar, Inc.

The exclusive franchise agreement was last updated and approved in September of 2018 extending the term to December 31, 2023. There were no rate increases from 2015-2020. The rate increased by 1.33% on January 1, 2021.

PROPOSAL:

Attached is a copy of the rate adjustment request letter received from Waste Connections dated February 14, 2022. Attached is a copy of the proposed amendment. A copy of the existing agreement is also attached. The proposed rates, if approved, would become effective on April 1, 2022 in accordance with the agreement language.

FISCAL IMPACT SUMMARY:

The requested CPI adjustment results in a 7.76 percent increase to the existing rate in accordance with the existing agreement. The residential and commercial polycart rates would increase \$0.92 and \$1.49 per month respectively. This rate adjustment would equate to a 1.30 percent average annual increase over the last seven (7) years, since 2015.

Waste Connections has agreed to increase the disposal fee paid to the Stephenville Landfill from \$60.00 per ton to \$64.44 per ton. Waste Connections deposited 2,754 tons on average over the last three years. The corresponding revenue, using the annual average, with an increase of \$4.66/ton, yields approximately \$12,834 in increased revenue.

The franchise agreement allows for the adjustment of rates. An excerpt from the agreement is included below:

"SECTION 10. RATE ADJUSTMENT.

A. CPI-U Adjustment. On each anniversary date of this Agreement, the Service Provider shall have the right, in its sole discretion and upon giving prior notice to the City, to increase or decrease the rates set forth in Section 8 hereof (the "Initial Rates") in accordance with the CPI-U. As used herein, "CPI-U" shall mean the revised Consumer Price Index rate for all urban consumers (all items included) for the nearest available metropolitan area, based on the latest available figures from the Department of Labor's Bureau of Labor Statistics (the "Bureau"). The following website (or any successor website) will be the source for such information:

https://data.bls.gov/pdq/SurveyOutputServlet?data_tool=dropmap&series_id=CUUR0300SA0,CUUS0300SA0. The CPI-U used will be the CPI-U published by the Bureau during the month ninety (90) days preceding the adjustment under this Section 10.A. The amount of the increase or decrease under this Section 10.A. shall be equal to the percentage that the CPI-U has increased or decreased over the previous twelve (12) month period.

B. Operating Cost Adjustment. In addition to the rate adjustments provided for in Section 10.A., at any time during the term of this Agreement, the Service Provider may petition the City for additional rate and price adjustments at reasonable times on the basis of material or unusual changes in its cost of operations not otherwise the basis of any other rate adjustments herein. At the time of any such petition, the Service Provider shall provide the City with documents and records in reasonable form and sufficient detail to reasonably establish the necessity of any requested rate adjustment. The City shall not unreasonably withhold condition or delay its consent to any requested rate increase. In the event the City fails or refuses to consent to any such requested rate increase and the Service Provider can demonstrate that such rate increase is necessary to offset the Service Provider's increased costs in connection with performing the services under this Agreement not otherwise offset by any previous rate adjustments hereunder, the Service Provider may, in its sole discretion, terminate this Agreement upon ninety (90) days written notice to the City."

C. Landfill Cost Adjustment. The parties acknowledge that the Municipal Solid Waste and Construction and Demolition Waste covered by this Agreement will be disposed of by the Service Provider at a Landfill(s) chosen by the Service Provider in its sole discretion (the "Initial Landfill(s)"). In the event that the Service Provider is unable to use the Initial Landfill(s) due to reasons out of its control, the Service Provider (i) shall have the right, in its sole discretion, to dispose of the Municipal Solid Waste and Construction and Demolition Waste covered by this Agreement at another Landfill of its choosing, and (ii) shall have the right, upon giving prior notice to the City, to increase the Initial Rates by an amount equal to the sum of (x) the amount, if any, that the disposal fees charged to the Service Provider at such other Landfill exceed those previously charged to the Service Provider at the Initial Landfill(s), and (y) the amount, if any, that the transportation costs incurred by the Service Provider in connection with transporting the Municipal Solid Waste and Construction and Demolition Waste to such other Landfill exceed those that would have been incurred by the Service Provider if such Municipal Solid Waste and Construction and Demolition Waste was transported to the Initial Landfill(s).

ALTERNATIVES:

The following alternatives are provided for council consideration:

1. Do not approve the request as presented;
2. Recommend an alternative calculation methodology to be included in the contract.

ATTACHMENTS:

[Supporting documentation for CPI-U calculation](#)

[2022 02-15 Exclusive Franchise Agreement – Waste Connections Transmittal Request](#)

[2022 02-15 Amendment No. 5 – DRAFT](#)

[2014 Solid Waste Franchise Agreement](#)

SUPPORTING DOCUMENTATION:**CPI for All Urban Consumers (CPI-U)**

https://data.bls.gov/pdq/SurveyOutputServlet?data_tool=dropmap&series_id=CUUR0300SA0,CUUS0300SA0

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2012	220.497	221.802	223.314	224.275	223.356	223.004	222.667	223.919	225.052	224.504	223.404	223.109	223.242
2013	223.933	225.874	226.628	226.202	226.289	227.148	227.548	227.837	227.876	227.420	226.811	227.082	226.721
2014	227.673	228.664	230.095	231.346	231.762	232.269	232.013	231.611	231.762	231.131	229.845	228.451	230.552
2015	226.855	227.944	229.337	229.957	230.886	232.026	231.719	231.260	230.913	230.860	230.422	229.581	230.147
2016	229.469	229.646	230.977	231.975	232.906	233.838	233.292	233.561	234.069	234.337	234.029	234.204	232.692
2017	235.492	236.052	236.154	236.728	236.774	237.346	236.942	237.892	239.649	239.067	238.861	238.512	237.456
2018	239.772	241.123	241.595	242.486	243.279	243.770	243.776	243.605	243.640	244.163	243.484	242.150	242.747
2019	242.547	243.856	245.554	246.847	246.667	246.515	247.250	246.953	246.891	247.423	247.385	247.289	246.265
2020	248.005	248.412	248.136	246.254	245.696	247.223	248.619	249.639	250.193	250.542	250.255	250.693	250.639
2021	252.067	253.386	255.319	257.207	259.343	261.668	263.013	263.728	264.593	267.160	268.360	269.263	261.259
2022	271.634												

RATE STRUCTURE

January 2021 = 263.728

January 2022 = 271.634

$$\Delta = [(271.634 - 252.067) / 252.067] = 7.76\% \checkmark$$

Roll Out Containers			$\Delta 7.76\%$	
CURRENT RATES / MONTH		PROPOSED RATES / MONTH		$\Delta \$ \uparrow$
Residential Polycart	\$11.86	Residential Polycart	\$12.78	\$0.92
Residential Extra Polycart	\$5.93	Residential Extra Polycart	\$6.39	\$0.46
Commercial Polycart	\$19.26	Commercial Polycart	\$20.75	\$1.49
Commercial Extra Polycart	\$9.84	Commercial Extra Polycart	\$10.60	\$0.76

Open Top Roll Off Containers			$\Delta 7.76\%$	
CURRENT RATES / MONTH		PROPOSED RATES / MONTH		$\Delta \$ \uparrow$
Haul Fee	\$208.26	Haul Fee	\$224.42	\$16.16
Disposal Fee per ton	\$60.00	Disposal Fee per ton	\$64.66	\$4.66
Delivery and Exchange	\$121.84	Delivery and Exchange	\$131.29	\$9.45
Daily Container Rental	\$5.73	Daily Container Rental	\$6.17	\$0.44



WASTE CONNECTIONS
LONE STAR, INC.
Connect with the Future

February 14, 2022

Attn: City Administrator
City of Stephenville
298 W Washington St.
Stephenville, TX 76401

Dear City Administrator

Waste Connections appreciates the opportunity servicing the City of Stephenville this past year. We have made every effort to ensure that you receive great customer service with affordable rates.

As per our agreement, we must request from the City of Stephenville the annual Consumer Price Index (CPI) rate adjustment called for in our agreement. The percentage of the increase calculated by the mechanism within our agreement equals a 7.76% increase to your rates. I have enclosed the CPI information as well as a sheet with the revised rates for the services we provide. We request that these new rates for services rendered become effective April 1, 2022.

Waste Connections is committed to maintaining the highest quality of service to the City of Stephenville. We would like to take this opportunity to thank the City staff, business community and residents for your continued patronage.

Respectfully,

Sean Dowden
District Manager
Waste Connections Lone Star, INC.

**FIFTH AMENDMENT TO THE EXCLUSIVE FRANCHISE AGREEMENT
FOR THE COLLECTIONS, HAULING AND DISPOSAL OF MUNICIPAL SOLID WASTE AND
CONSTRUCTION AND DEMOLITION WASTE
IN THE CITY OF STEPHENVILLE, TEXAS**

This Fifth Amendment to the Exclusive Franchise Agreement for the Collections, Hauling and Disposal of Municipal Solid Waste and Construction and Demolition Waste in the City of Stephenville, Texas (the "Amendment") is entered into this 1st day of March, 2022, by and between Progressive Waste Solutions of TX, Inc. d/b/a WC of Texas (the "Service Provider") and the City of Stephenville, Texas (the "City"). Service Provider and the City are each individually referred to herein as a "Party" and collectively as the "Parties". Any capitalized terms not otherwise defined herein shall be given the meaning ascribed to them within the Agreement (as defined below).

RECITALS:

WHEREAS, the City and the Service Provider entered into an Exclusive Franchise Agreement dated January 1, 2014 followed by a First Amendment dated January 6, 2015, a Second Amendment dated September 4, 2018 extending the term to December 31, 2023, a Third Amendment dated December 3, 2019, and a fourth Amendment adjusting the rates, dated December 1, 2020 (as amended, the "Agreement") to provide collection, hauling, and disposal services for Municipal Solid Waste and Construction Waste within the City (as such terms are defined in the Agreement); and

WHEREAS, the City and the Service Provider mutually desire to amend the Agreement as further described herein.

AGREEMENT:

NOW, THEREFORE, and in consideration of the premises and such other lawful consideration, the receipt and sufficiency of which each of the parties hereto acknowledge, the parties agree as follows:

1. Rates and Fees. Section 9 of the Agreement is hereby deleted in its entirety and replaced with the following:

Subject to adjustment, as provided in Section 10 hereof, the rates and fees to be charged and received by the Service Provider are as follows:

A. Single-Family Residential Unit Services. For the twice weekly collection Services provided to Single Family Residential Units under Section 4.A. hereof, the Service Provider shall charge (i) \$12.78 per month for each Single-Family Residential Unit utilizing one Roll-Out, plus (ii) \$6.39 per month for each additional Roll-Out utilized by such Single-Family Residential Unit. These rates apply to all Single-Family Residential Units located within the City's corporate limits and billed by the City for water and/or sewer services.

B. Commercial Hand Collect Unit Services. For the twice weekly collection Services provided to Commercial Hand Collect Units under Section 4.B. hereof, the Service Provider shall charge (i) \$20.75 per month for each Commercial Hand Collect Unit utilizing one Roll-Out, plus (ii) \$10.60 per month for each additional Roll-Out utilized by such Commercial Hand Collect Unit. These rates apply to all Commercial Hand Collect Units that are located within the City's corporate limits and billed by the City for water and/or sewer services.

C. Commercial, Industrial and Multi-Family Residential Unit Services. For the as needed/requested Services provided to Commercial, Industrial and Multi-Family Residential Units under Section 5 hereof, the Service Provider shall charge per month for each Container utilizing the following rates:

COMMERCIAL MONTHLY RATE SCHEDULE

Collections Per Week

Size / Pickup	1 x Week	2x Week	3x Week	4x Week	5x Week	6 x Week	Extra Pickups
2 Cubic Yard	\$71.86	\$120.77	\$169.69	\$ -	\$ -	\$ -	\$45.33
3 Cubic Yard	\$98.15	\$131.58	\$200.65	\$263.72	\$326.76	\$ -	\$53.70
4 Cubic Yard	\$107.68	\$154.75	\$272.30	\$366.89	\$461.49	\$556.06	\$61.14
6 Cubic Yard	\$127.60	\$192.99	\$336.79	\$451.45	\$566.12	\$682.43	\$76.02
8 Cubic Yard	\$144.22	\$264.06	\$392.25	\$523.78	\$659.30	\$792.84	\$90.72

Roll Out Containers

Residential Polycart	\$ 12.78
Residential Extra Polycart	\$ 6.39
Commercial Polycart	\$ 20.75
Commercial Extra Polycart	\$ 10.60

The foregoing rates apply to all Commercial, Industrial and Multi-Family Residential Units located within the City's corporate limits or billed by the City for water and/or sewer services.

Open Top Roll Off Containers

Haul Fee	\$ 224.42
Disposal Fee per Ton	\$ 64.66
Delivery and Exchange	\$ 131.29
Daily Container Rental	\$ 6.17

The Service Provider will negotiate agreements with each Commercial, Industrial or Residential Unit on an individual basis regarding the Roll-Off Services to be provided. The Roll-Off Services will be billed directly to such Commercial, Industrial or Residential Unit and will be collected by the Service Provider. The Roll-Offs provided pursuant to this Section 9.D. must be located within the City in accordance with City ordinances and policies. Notwithstanding anything to the contrary contained herein, the Franchise Fee (as defined below) shall not apply to the services set forth in this Section 9.D.

2. Stephenville Landfill Rates. The disposal rate for the Service Provider at the City of Stephenville Landfill will reflect the "Disposal Fee per Ton" rate reflected in the "Open Top Roll Off Containers" table above. The parties understand the rate to the Service Provider will remain in effect until such rates are modified by subsequent Amendment or new Agreement or until the public rates at the Stephenville Landfill exceed the figure above.

- 3. Reaffirmation. The parties hereby restate and reaffirm their agreement with all the terms and provisions of the Agreement, as amended hereby.
- 4. Entire Agreement. The Agreement and this Amendment represent the entire agreement among the parties with respect to the matters that are the subject hereof.
- 5. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which collectively shall constitute one and the same instrument representing this Fourth Amendment between the parties hereto, and it shall not be necessary for the proof of this Fourth Amendment that any party produce or account for more than one such counterpart.

IN WITNESS WHEREOF, the undersigned have executed this Fourth Amendment as of the date first written above.

CITY OF STEPHENVILLE, TEXAS

WASTE CONNECTIONS LONE STAR, INC.

By: _____
Doug Svien

By: _____
Sean Dowden

Title: _____
Honorable Mayor

Title: _____
District Manager

ATTEST:

By: _____
Staci L. King

Title: _____
City Secretary



COMMITTEE REPORT

REPORT TYPE: Nominations Committee Report

MEETING: February 15, 2022

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

Absent:

DEPARTMENT: Administration

STAFF CONTACT: Staci L. King, City Secretary

MAIN STREET ADVISORY BOARD REPORT

Gerald Cook, chair, updated the committee on ongoing projects. The MSAB Design Committee, Mr. Cook, City Manager Allen Barnes, and Oncor met to discuss lighting in the downtown area. Lighting designs and concepts, as well as the financial impact, will be presented to the MSAB for their review and input prior to presentation to council.

REVIEW COUNCIL RULES OF PROCEDURE

Mr. Cook gave an overview of minor changes in wording, i.e. City Administrator to City Manager, as well as proposed changes to reflect current practice. Revisions were suggested by committee members and Mr. Cook stated those would be made and brought back to the committee before a final draft was presented to council.

VACANCIES ON CITIZEN BOARDS AND COMMISSIONS

The committee discussed vacancies on the Planning and Zoning Commission, Board of Adjustment, and Stephenville Type B Economic Development Authority. Mr. Cook explained that Place 7 of the Planning and Zoning Commission is vacant due to a resignation due to the member moving outside the city limits, and the Board of Adjustment has two vacant alternate seats.

Motion by Alan Nix, second by LeAnn Durfey, to move Tom Hines from an alternate position on the Planning and Zoning Commission to Place 7. Motion carried by unanimous vote.

Motion by LeAnn Durfey, second by Alan Nix, to appoint Matthew Miller as Alternate 1 on the Board of Adjustment. Motion Carried by unanimous vote.

The vacancy on the SEDA board will be addressed at a future meeting.



COMMITTEE REPORT

REPORT TYPE: Personnel Committee Report

MEETING: February 15, 2022

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

Absent: None

DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

Review and Discuss Compensation Study:

Staff presented a preliminary compensation plan for each position with steps. Mr. Barnes explained that the plan provided was at a very early stage. Employees would need to be reviewed against the plan, and their step in the plan determined. A few positions still need comparative information. Mr. Barnes indicated that a more complete plan would be presented at the March Committee meeting.

No action was taken.



STAFF REPORT

SUBJECT: Monthly Budget Report for the period Ending January 31, 2022

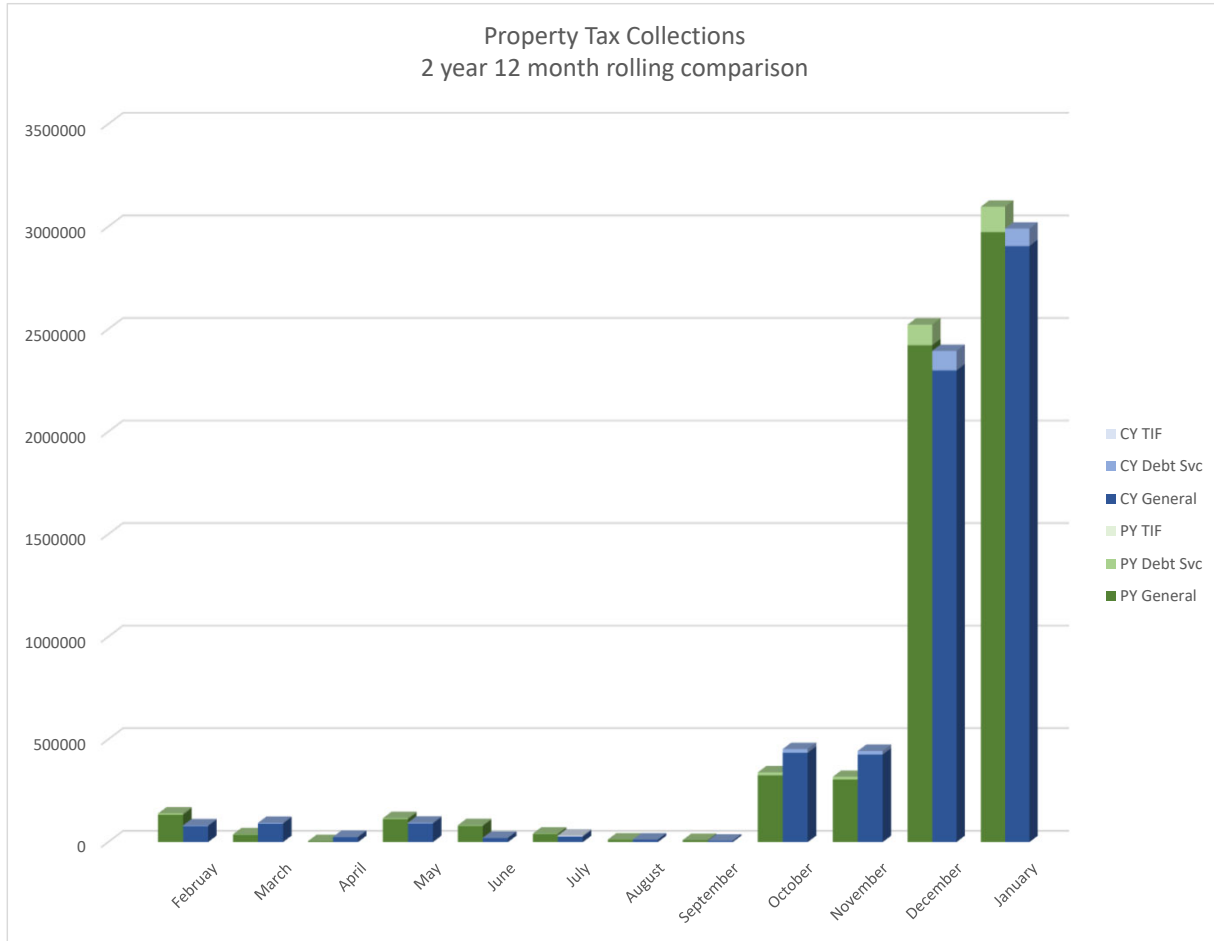
DEPARTMENT: Finance

STAFF CONTACT: Monica Harris

BACKGROUND:

In reviewing the financial statements ending January 31, 2022, the financial indicators are overall as or better than anticipated.

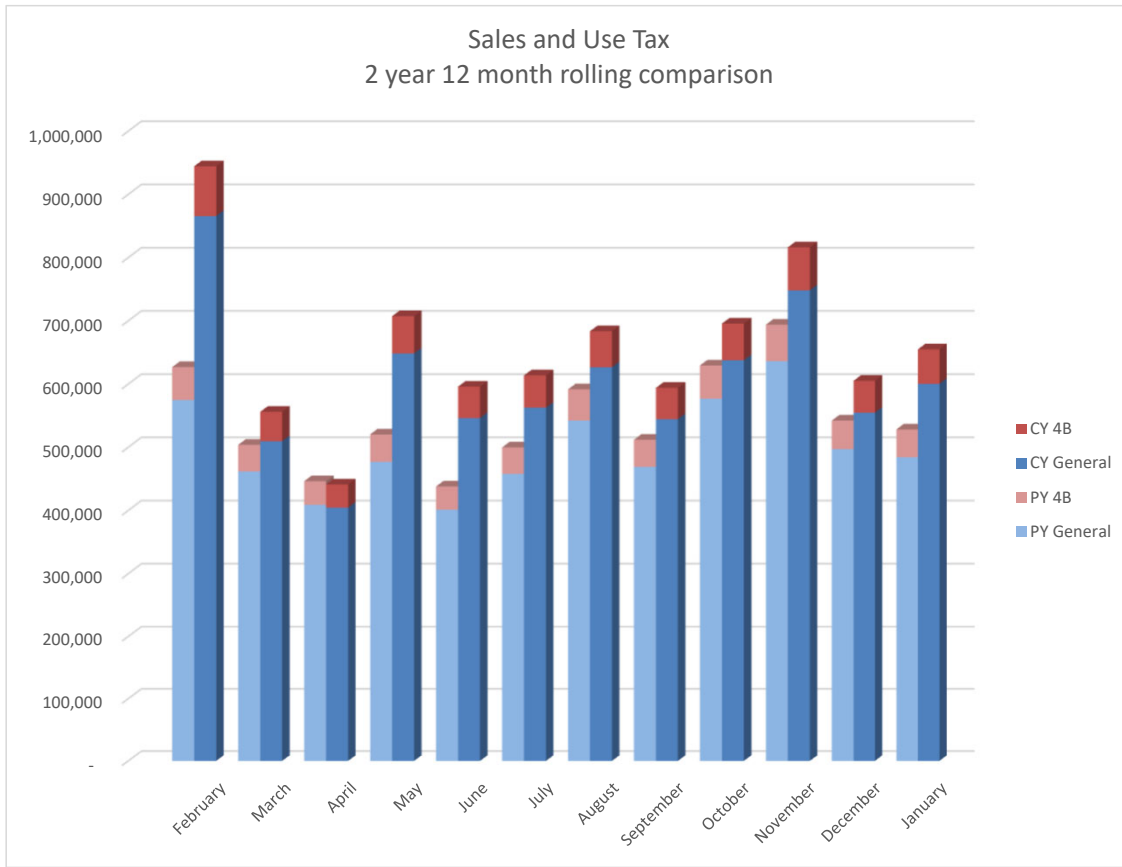
- **Property Tax**
We received \$2.99 million in property taxes in the month of January, resulting in \$4K or .07% increase over funds collected last fiscal year to date. The amount collected is 92.58% of budget, which is 0.57% or \$38K less than anticipated.
- **Sales Tax**
We received \$654K in sales tax in January, resulting in \$377K or 15.79% more than the funds collected last fiscal year to date. The amount collected is 37.82% of the \$7.3 million budgeted, which is 4.28% higher than anticipated.
- **Revenue (Budgetary comparison)**
The target budget for operating revenue is \$13.3 million. We received \$14.5 million in operating revenue fiscal year to date, resulting in \$1.2 million over the target budget due to sales taxes, service charges, and other income.
- **Expenditures (Budgetary comparison)**
The target budget for operating expenditures is \$7.7 million. We expended \$6.8 million in operating expenditures fiscal year to date, resulting in \$919K under the target budget.
- **Revenue (Prior year comparison)**
Operating revenue received last year was \$12.9 million as compared to the current year's \$14.5 million, resulting in a \$1.6 million increase due to property tax, sales taxes, franchise taxes, hotel occupancy taxes, sports venue taxes, service charges, and other income.
- **Expenditures (Prior year comparison)**
Operating expenditures last year were \$6.9 million as compared to the current year's \$6.8 million, resulting in a \$74K decrease, which relates to repair of the public safety building in the prior year.



Month	General Fund	Debt Svc	Total	Month	General Fund	Debt Svc	TIF	Total
Feb-20	133,573	5,889	139,461	Feb-21	78,158	3,268	-	81,427
Mar-20	36,684	1,632	38,315	Mar-21	90,202	3,822	-	94,024
Apr-20	4,688	163	4,851	Apr-21	24,696	1,064	-	25,760
May-20	112,150	4,518	116,668	May-21	90,794	3,893	-	94,687
Jun-20	79,259	3,379	82,637	Jun-21	20,314	1,266	-	21,580
Jul-20	39,473	2,238	41,712	Jul-21	27,201	1,304	3,789	32,294
Aug-20	11,762	824	12,585	Aug-21	11,946	476	-	12,422
Sep-20	9,736	485	10,222	Sep-21	7,059	300	-	7,359
Oct-20	325,732	13,700	339,432	Oct-21	435,350	17,955	-	453,305
Nov-20	304,970	12,804	317,774	Nov-21	426,306	17,588	-	443,894
Dec-20	2,421,750	100,945	2,522,695	Dec-21	2,299,000	94,802	-	2,393,802
Jan-21	2,973,159	123,936	3,097,096	Jan-22	2,905,486	84,996	-	2,990,482
12 month total			<u>6,723,448</u>	12 month total				<u>6,651,035</u>
Oct 2020 - Jan 2021			<u>6,276,997</u>	Oct 2021 - Jan 2022				<u>6,281,484</u>
FY 2020-2021 Total			6,646,548	FY 2021-2022 Budget				6,784,860

Collection to date as percentage of fiscal year total 94.44%

Collection to date as percentage of fiscal year budget 92.58%



Month	General	4B	Total	Month	General	4B	Total	% Change +/-
Feb-20	574,600	52,236	626,836	Feb-21	865,761	78,706	944,466	50.67%
Mar-20	461,845	41,986	503,831	Mar-21	509,621	46,329	555,950	10.34%
Apr-20	409,098	37,191	446,289	Apr-21	404,427	36,766	441,193	-1.14%
May-20	476,944	43,359	520,302	May-21	648,372	58,943	707,314	35.94%
Jun-20	401,495	36,500	437,994	Jun-21	546,259	49,660	595,919	36.06%
Jul-20	458,003	41,637	499,639	Jul-21	562,550	51,141	613,691	22.83%
Aug-20	542,275	49,298	591,573	Aug-21	626,605	56,964	683,569	15.55%
Sep-20	469,140	42,649	511,790	Sep-21	544,489	49,499	593,988	16.06%
Oct-20	576,942	52,449	629,391	Oct-21	637,613	57,965	695,578	10.52%
Nov-20	636,149	57,832	693,981	Nov-21	748,251	68,023	816,274	17.62%
Dec-20	497,048	45,186	542,234	Dec-20	554,591	50,417	605,009	11.58%
Jan-21	484,228	44,021	528,249	Jan-22	600,295	54,572	654,868	23.97%
12 month total			<u>6,532,108</u>	12 month total			<u>7,907,820</u>	21.06%
Oct 2020 - Jan 2021			<u>2,393,854</u>	Oct 2021- Jan 2022			<u>2,771,729</u>	15.79%
FY 2020-2021 Total			7,529,945	FY 2021-2022 Budget			7,328,610	

Collection to date as percentage of fiscal year total 31.79%

Collection to date as percentage of fiscal year budget 37.82%



**Budget vs. YTD Actual
January 31, 2022**

Date Prepared: February 22, 2022

Source of Funds	Approved Budget 2021-2022	Target Budget	12/31/21 Current YTD Actual	Dollar Variance Favorable (Unfavorable)	Percent Variance Favorable (Unfavorable)	Notes
Property Taxes	\$ 6,812,364	\$ 6,300,763	\$ 6,289,714	\$ (11,050)	(0.18%)	Immaterial
Sales Taxes	7,328,610	2,444,519	2,771,729	327,210	13.39%	
Other Taxes	2,427,418	509,379	598,469	89,090	17.49%	Franchise, Hotel Occupancy, Sports Venue taxes
Licenses and permits	378,385	147,928	161,144	13,216	8.93%	Building permits
Fines and forfeitures	78,825	29,000	61,357	32,357	111.58%	
Service charges	12,154,965	3,863,785	4,458,231	594,446	15.39%	EMS collections. Water, Sewer, Storm, and Landfill fees.
Interest on investments	15,001	10,463	4,519	(5,944)	(56.81%)	Cash flow and rate dependent
Other Income	1,490,418	17,123	198,606	181,482	1059.86%	Sale of assets, Insurance proceeds, Donations
Total Operating Revenue	<u>30,685,986</u>	<u>13,322,961</u>	<u>14,543,767</u>	<u>1,220,807</u>	<u>9.163%</u>	
Intergovernmental grants	1,590,242	501,347	381,401	(119,947)	(23.92%)	Project Driven grants
Debt Proceeds	0	0	2,406,397	2,406,397	0.00%	Loan Proceeds
Total Revenue	<u>32,276,228</u>	<u>13,824,308</u>	<u>17,331,565</u>	<u>3,507,257</u>	<u>25.37%</u>	
Transfers-In	\$ 2,912,040	\$ 2,413,692	\$ 2,172,534	\$ (241,158)	(9.99%)	
Transfers-Out	(2,912,040)	(2,413,692)	(2,172,534)	241,158	(9.99%)	
Expenditures						
General Fund	\$ 15,291,409	\$ 5,344,636	\$ 4,477,449	\$ 867,187	16.23%	
Utility Fund	4,916,175	1,787,351	1,781,391	5,960	0.33%	
Landfill Fund	582,019	208,967	158,746	50,221	24.03%	
Airport Fund	78,935	30,180	35,256	(5,076)	(16.82%)	AWOS Maintenance & Utilities
Storm Water Drainage Fund	129,270	43,090	193,329	(150,239)	(348.66%)	Flood Protection Planning Study
Special Revenue Funds	462,222	129,560	82,063	47,497	36.66%	
Stephenville Economic Dev Authority	608,500	204,800	101,379	103,421	50.50%	
Total Operating Expenditures	<u>22,068,530</u>	<u>7,748,584</u>	<u>6,829,614</u>	<u>918,971</u>	<u>11.86%</u>	
Capital	29,297,012	9,765,670	1,360,171	8,405,499	86.07%	
Debt Service	2,955,514	162,924	162,829	95	0.06%	
Total Expenditures	<u>54,321,056</u>	<u>17,677,179</u>	<u>8,352,614</u>	<u>9,324,565</u>	<u>52.75%</u>	



**Prior YTD Actual vs Current YTD Actual
January 31, 2022**

Date Prepared: February 22, 2022

Source of Funds	Prior YTD Actual	Current YTD Actual	Dollar Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)	Notes
Property Taxes	\$ 6,256,335	\$ 6,289,714	\$ 33,379	0.53%	Increased assessment.
Sales Taxes	2,393,854	2,771,729	377,874	15.79%	
Other Taxes	367,870	598,469	230,598	62.68%	Franchise taxes, Hotel Occupancy tax, Sports Venue tax
Licenses and permits	126,283	161,144	34,860	27.60%	Building permits, Food service permits
Fines and forfeitures	43,201	61,357	18,156	42.03%	Citation and collection dependent
Service charges	3,689,335	4,458,231	768,896	20.84%	Ambulance fees, Water charges, Sewer charges, Landfill fees, Hanger Rentals, & Storm Water charges,
Interest on investments	14,599	4,519	(10,080)	(69.04%)	Cash flow and rate dependent
Other Income	26,413	198,606	172,192	651.91%	Sale of assets, Insurance proceeds, Donations
Total Operating Revenue	<u>12,917,891</u>	<u>14,543,767</u>	<u>1,625,877</u>	<u>12.59%</u>	
Intergovernmental grants	6,451	381,401	374,950	5812.53%	Grants differ from year to year.
Debt Proceeds	0	2,406,397	2,406,397	100.00%	Debt proceeds differ from year to year.
Total Revenue	<u>12,924,341</u>	<u>17,331,565</u>	<u>4,407,224</u>	<u>34.10%</u>	
Transfers-In	\$ -	\$ 2,172,534	\$ 2,172,534	100.00%	Timing of transfers
Transfers-Out	\$ -	\$ (2,172,534)	\$ (2,172,534)	100.00%	Timing of transfers
Expenditures					
General Fund	\$ 4,877,048	\$ 4,477,449	\$ 399,599	8.19%	
Utility Fund	1,468,859	1,781,391	(312,533)	(21.28%)	Personnel - additional positions, Outside Professionals, Maintenance
Landfill Fund	167,118	158,746	8,372	5.01%	
Airport Fund	24,351	35,256	(10,905)	(44.78%)	Insurance, Utilities, and AWOS maintenance
Storm Water Drainage Fund	19,436	193,329	(173,893)	(894.69%)	Flood Protection Planning Study
Special Revenue Funds	184,180	82,063	102,117	55.44%	
Stephenville Economic Dev Authority	162,703	101,379	61,324	37.69%	
Total Operating Expenditures	<u>6,903,695</u>	<u>6,829,614</u>	<u>74,081</u>	<u>1.07%</u>	
Capital	2,491,056	1,360,171	1,130,885	45.40%	Capital purchases differ from year to year
Debt Service	257,012	162,829	94,183	36.65%	Debt Service differs from year to year
Total Expenditures	<u>9,651,763</u>	<u>8,352,614</u>	<u>1,299,149</u>	<u>13.46%</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	3,688,589.62	3,711,776.61	(23,186.99)	9,051,582.56	8,704,479.97	347,102.59	60	15,087,472.00	(6,035,889.44)	40
LICENSES AND PERMITS	73,140.25	37,446.36	35,693.89	160,342.19	134,928.24	25,413.95	47	339,385.00	(179,042.81)	53
FINES AND FORFEITURES	21,387.76	10,251.90	11,135.86	57,694.78	25,846.10	31,848.68	80	71,875.00	(14,180.22)	20
INTERGOVERNMENTAL	300.00	43,764.08	(43,464.08)	26,915.19	225,056.32	(198,141.13)	4	748,169.00	(721,253.81)	96
CHARGES FOR SERVICES	68,210.67	99,438.32	(31,227.65)	295,340.54	354,442.47	(59,101.93)	23	1,257,333.00	(961,992.46)	77
OTHER REVENUE	9,872.02	898.61	8,973.41	2,603,997.20	6,141.55	2,597,855.65	5,861	44,427.00	2,559,570.20	-5,761
TRANSFER	832,071.00	957,579.00	(125,508.00)	832,071.00	957,579.00	(125,508.00)	87	957,579.00	(125,508.00)	13
TOTAL REVENUE	4,693,571.32	4,861,154.88	(167,583.56)	13,027,943.46	10,408,473.65	2,619,469.81	70	18,506,240.00	(5,478,296.54)	30
<u>EXPENSE SUMMARY</u>										
CITY COUNCIL	4,937.09	8,773.45	3,836.36	19,039.31	37,821.80	18,782.49	18	108,010.00	(88,970.69)	82
CITY MANAGER	33,160.96	35,820.14	2,659.18	141,952.96	147,444.56	5,491.60	33	434,006.00	(292,053.04)	67
CITY SECRETARY	23,185.04	13,164.94	(10,020.10)	82,334.91	54,283.76	(28,051.15)	52	159,604.00	(77,269.09)	48
EMERGENCY MANAGEMENT	69.01	416.66	347.65	9,988.87	14,666.64	4,677.77	55	18,000.00	(8,011.13)	45
MUNICIPAL BUILDING	4,439.76	7,806.11	3,366.35	32,077.79	41,016.90	8,939.11	33	98,222.00	(66,144.21)	67
MUNICIPAL SERVICES CTR	8,643.15	8,186.06	(457.09)	41,134.23	36,144.24	(4,989.99)	40	101,633.00	(60,498.77)	60
HUMAN RESOURCES	12,488.95	19,806.29	7,317.34	65,284.50	96,947.16	31,662.66	26	255,398.00	(190,113.50)	74
DOWNTOWN	1,331.33	4,863.29	3,531.96	30,376.16	19,535.16	(10,841.00)	52	58,442.00	(28,065.84)	48
FINANCE	30,476.15	51,635.53	21,159.38	156,146.95	213,010.12	56,863.17	25	626,095.00	(469,948.05)	75
INFORMATION TECHNOLOGY	31,009.88	39,027.55	8,017.67	157,586.49	158,044.20	457.71	34	470,265.00	(312,678.51)	66
TAX	0.00	42,640.32	42,640.32	85,675.36	85,710.33	34.97	49	174,491.00	(88,815.64)	51
LEGAL COUNSEL	14,907.70	9,351.98	(5,555.72)	47,011.20	37,544.92	(9,466.28)	42	112,361.00	(65,349.80)	58
MUNICIPAL COURT	11,683.42	9,767.79	(1,915.63)	41,127.48	40,251.16	(876.32)	35	118,394.00	(77,266.52)	65
STREET MAINTENANCE	48,955.49	81,043.31	32,087.82	224,208.41	348,979.24	124,770.83	22	997,327.00	(773,118.59)	78
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	112,596.86	198,194.37	85,597.51	470,335.22	823,352.48	353,017.26	19	2,428,810.00	(1,958,474.78)	81
PARK MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
LIBRARY	19,463.87	22,216.49	2,752.62	70,775.23	90,923.96	20,148.73	26	268,657.00	(197,881.77)	74
SENIOR CENTER	8,982.07	14,187.19	5,205.12	40,172.98	60,691.76	20,518.78	23	174,190.00	(134,017.02)	77
AQUATIC CENTER	2,261.67	11,528.21	9,266.54	17,905.56	51,503.84	33,598.28	7	239,146.00	(221,240.44)	93
FIRE DEPARTMENT	470,526.21	422,148.19	(48,378.02)	1,527,521.93	1,374,265.76	(153,256.17)	42	3,647,965.00	(2,120,443.07)	58
POLICE DEPARTMENT	452,987.13	498,594.33	45,607.20	1,676,957.70	2,060,168.32	383,210.62	28	5,919,968.00	(4,243,010.30)	72
DEVELOPMENT SERVICES	35,783.63	50,431.08	14,647.45	149,674.00	207,806.32	58,132.32	24	611,256.00	(461,582.00)	76
TRANSFERS	1,321,768.00	1,321,768.00	0.00	1,321,768.00	1,321,768.00	0.00	90	1,476,466.00	(154,698.00)	10
NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	2,649,657.37	2,871,371.28	221,713.91	6,409,055.24	7,321,880.63	912,825.39	35	18,498,706.00	12,089,650.76	65
REVENUE OVER/(UNDER) EXPENDITURE	2,043,913.95	1,989,783.60	54,130.35	6,618,888.22	3,086,593.02	3,532,295.20		7,534.00	(17,567,947.30)	

Budget Variance Report

Fund: 02 - WATER AND WASTEWATER FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	750.00	(750.00)	0.00	3,000.00	(3,000.00)	0	9,000.00	(9,000.00)	100
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	780,644.74	678,986.25	101,658.49	3,451,347.77	2,868,222.20	583,125.57	39	8,877,223.00	(5,425,875.23)	61
OTHER REVENUE	419.15	2,666.24	(2,247.09)	3,019.24	19,382.59	(16,363.35)	9	33,709.00	(30,689.76)	91
TRANSFER	0.00	50,219.00	(50,219.00)	0.00	50,219.00	(50,219.00)	0	50,219.00	(50,219.00)	100
TOTAL REVENUE	781,063.89	732,621.49	48,442.40	3,454,367.01	2,940,823.79	513,543.22	39	8,970,151.00	(5,515,783.99)	61
EXPENSE SUMMARY										
UTILITIES ADMINISTRATION	40,816.40	50,664.29	9,847.89	145,362.91	213,271.16	67,908.25	23	618,586.00	(473,223.09)	77
WATER PRODUCTION	131,539.69	110,052.93	(21,486.76)	529,810.27	600,886.72	71,076.45	36	1,480,448.00	(950,637.73)	64
WATER DISTRIBUTION	52,007.31	75,645.41	23,638.10	329,244.33	310,211.64	(19,032.69)	36	915,376.00	(586,131.67)	64
CUSTOMER SERVICE	19,883.99	23,912.04	4,028.05	112,968.56	100,220.16	(12,748.40)	39	291,517.00	(178,548.44)	61
WASTEWATER COLLECTION	34,653.75	1,152,689.34	1,118,035.59	117,196.00	4,621,003.36	4,503,807.36	1	13,842,519.00	(13,725,323.00)	99
WASTEWATER TREATMENT	80,318.91	105,019.32	24,700.41	338,998.01	426,771.28	87,773.27	27	1,266,926.00	(927,927.99)	73
BILLING & COLLECTION	19,073.23	28,938.09	9,864.86	123,051.91	116,165.36	(6,886.55)	35	347,671.00	(224,619.09)	65
NON-DEPARTMENTAL	824,893.86	822,321.12	(2,572.74)	1,017,450.26	989,948.59	(27,501.67)	34	2,973,928.00	(1,956,477.74)	66
TOTAL EXPENSE	1,203,187.14	2,369,242.54	1,166,055.40	2,714,082.25	7,378,478.27	4,664,396.02	12	21,736,971.00	19,022,888.75	88
REVENUE OVER/(UNDER) EXPENDITURE	(422,123.25)	(1,636,621.05)	1,214,497.80	740,284.76	(4,437,654.48)	5,177,939.24		(12,766,820.00)	(24,538,672.74)	

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	92,746.00	62,705.30	30,040.70	354,873.40	307,153.93	47,719.47	37	960,000.00	(605,126.60)	63
OTHER REVENUE	48.37	287.34	(238.97)	535.34	1,236.35	(701.01)	18	3,019.00	(2,483.66)	82
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	92,794.37	62,992.64	29,801.73	355,408.74	308,390.28	47,018.46	37	963,019.00	(607,610.26)	63
<u>EXPENSE SUMMARY</u>										
LANDFILL	116,289.09	148,170.34	31,881.25	296,591.94	370,506.36	73,914.42	33	903,558.00	(606,966.06)	67
TOTAL EXPENSE	116,289.09	148,170.34	31,881.25	296,591.94	370,506.36	73,914.42	33	903,558.00	606,966.06	67
REVENUE OVER/(UNDER) EXPENDITURE	(23,494.72)	(85,177.70)	61,682.98	58,816.80	(62,116.08)	120,932.88		59,461.00	(1,214,576.32)	

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	10,000.00	(10,000.00)	100
CHARGES FOR SERVICES	9,962.65	10,052.62	(89.97)	56,388.35	37,790.29	18,598.06	50	112,280.00	(55,891.65)	50
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0	1,423,040.00	(1,423,040.00)	100
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	9,962.65	10,052.62	(89.97)	56,388.35	37,790.29	18,598.06	4	1,545,320.00	(1,488,931.65)	96
EXPENSE SUMMARY										
AIRPORT	3,038.34	136,292.02	133,253.68	35,256.02	550,971.08	515,715.06	2	1,641,308.00	(1,606,051.98)	98
TOTAL EXPENSE	3,038.34	136,292.02	133,253.68	35,256.02	550,971.08	515,715.06	2	1,641,308.00	1,606,051.98	98
REVENUE OVER/(UNDER) EXPENDITURE	6,924.31	(126,239.40)	133,163.71	21,132.33	(513,180.79)	534,313.12		(95,988.00)	(3,094,983.63)	

Budget Variance Report

Fund: 05 - STORM WATER DRAINAGE FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
<u>REVENUE SUMMARY</u>										
LICENSES AND PERMITS	0.00	2,083.33	(2,083.33)	0.00	8,333.32	(8,333.32)	0	25,000.00	(25,000.00)	100
INTERGOVERNMENTAL	354,485.48	69,072.75	285,412.73	354,485.48	276,291.00	78,194.48	43	828,873.00	(474,387.52)	57
CHARGES FOR SERVICES	42,062.98	72,466.16	(30,403.18)	300,280.77	289,864.64	10,416.13	35	869,594.00	(569,313.23)	65
OTHER REVENUE	4.43	12.66	(8.23)	20.17	50.64	(30.47)	13	152.00	(131.83)	87
TOTAL REVENUE	396,552.89	143,634.90	252,917.99	654,786.42	574,539.60	80,246.82	38	1,723,619.00	(1,068,832.58)	62
<u>EXPENSE SUMMARY</u>										
STORM WATER DRAINAGE	19,569.22	355,398.15	335,828.93	244,839.22	698,118.60	453,279.38	12	2,115,412.00	(1,870,572.78)	88
TOTAL EXPENSE	19,569.22	355,398.15	335,828.93	244,839.22	698,118.60	453,279.38	12	2,115,412.00	1,870,572.78	88
REVENUE OVER/(UNDER) EXPENDITURE	376,983.67	(211,763.25)	588,746.92	409,947.20	(123,579.00)	533,526.20		(391,793.00)	(2,939,405.36)	

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	50,776.27	51,414.96	(638.69)	161,390.46	106,335.48	55,054.98	28	584,261.00	(422,870.54)	72
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	833.33	(833.33)	0.00	3,333.32	(3,333.32)	0	69,600.00	(69,600.00)	100
OTHER REVENUE	20.17	19.10	1.07	73.32	127.13	(53.81)	41	181.00	(107.68)	59
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	50,796.44	52,267.39	(1,470.95)	161,463.78	109,795.93	51,667.85	25	654,042.00	(492,578.22)	75
<u>EXPENSE SUMMARY</u>										
TOURISM	12,998.74	31,745.78	18,747.04	82,063.12	124,979.87	42,916.75	18	448,482.00	(366,418.88)	82
TOTAL EXPENSE	12,998.74	31,745.78	18,747.04	82,063.12	124,979.87	42,916.75	18	448,482.00	366,418.88	82
REVENUE OVER/(UNDER) EXPENDITURE	37,797.70	20,521.61	17,276.09	79,400.66	(15,183.94)	94,584.60		205,560.00	(858,997.10)	

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	84,995.59	125,584.39	(40,588.80)	215,960.61	250,400.94	(34,440.33)	80	271,045.00	(55,084.39)	20
OTHER REVENUE	9.59	4.21	5.38	16.36	13.39	2.97	78	21.00	(4.64)	22
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0	343,650.00	(343,650.00)	100
TOTAL REVENUE	85,005.18	125,588.60	(40,583.42)	215,976.97	250,414.33	(34,437.36)	35	614,716.00	(398,739.03)	65
<u>EXPENSE SUMMARY</u>										
DEBT SERVICE	0.00	24.99	24.99	0.00	99.96	99.96	0	613,400.00	(613,400.00)	100
TOTAL EXPENSE	0.00	24.99	24.99	0.00	99.96	99.96	0	613,400.00	613,400.00	100
REVENUE OVER/(UNDER) EXPENDITURE	85,005.18	125,563.61	(40,558.43)	215,976.97	250,314.37	(34,337.40)		1,316.00	(1,012,139.03)	

Budget Variance Report

Fund: 10 - CAPITAL PROJECTS FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
LICENSES AND PERMITS	0.00	416.66	(416.66)	801.56	1,666.64	(865.08)	16	5,000.00	(4,198.44)	84
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
CHARGES FOR SERVICES	0.00	744.58	(744.58)	0.00	2,978.32	(2,978.32)	0	8,935.00	(8,935.00)	100
OTHER REVENUE	304.18	52.48	251.70	1,203.93	295.59	908.34	307	392.00	811.93	-207
TRANSFER	1,234,069.00	1,234,069.00	0.00	1,234,069.00	1,234,069.00	0.00	100	1,234,069.00	0.00	0
TOTAL REVENUE	1,234,373.18	1,235,282.72	(909.54)	1,236,074.49	1,239,009.55	(2,935.06)	99	1,248,396.00	(12,321.51)	1
EXPENSE SUMMARY										
STREET MAINTENANCE	73,601.78	859,114.07	785,512.29	641,913.78	3,436,456.28	2,794,542.50	6	10,309,369.00	(9,667,455.22)	94
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	73,601.78	859,114.07	785,512.29	641,913.78	3,436,456.28	2,794,542.50	6	10,309,369.00	9,667,455.22	94
REVENUE OVER/(UNDER) EXPENDITURE	1,160,771.40	376,168.65	784,602.75	594,160.71	(2,197,446.73)	2,791,607.44		(9,060,973.00)	(9,679,776.73)	

Budget Variance Report

Fund: 11 - CHILD SAFETY FUND

	CURRENT MONTH			YEAR TO DATE				ANNUAL BUDGET		
	ACTUAL	BUDGETED	VARIANCE	ACTUAL	BUDGETED	VARIANCE	%	TOTAL	REMAINING	%
REVENUE SUMMARY										
FINES AND FORFEITURES	96.60	228.81	(132.21)	921.73	1,401.15	(479.42)	37	2,500.00	(1,578.27)	63
OTHER REVENUE	0.26	0.65	(0.39)	0.97	2.58	(1.61)	32	3.00	(2.03)	68
TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL REVENUE	96.86	229.46	(132.60)	922.70	1,403.73	(481.03)	37	2,503.00	(1,580.30)	63
EXPENSE SUMMARY										
CHILD SAFETY	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
REVENUE OVER/(UNDER) EXPENDITURE	96.86	229.46	(132.60)	922.70	1,403.73	(481.03)		2,503.00	(1,580.30)	

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	643.29	535.30	107.99	2,740.45	1,752.47	987.98	62	4,450.00	(1,709.55)	38
OTHER REVENUE	0.34	1.11	(0.77)	1.26	5.02	(3.76)	18	7.00	(5.74)	82
TOTAL REVENUE	643.63	536.41	107.22	2,741.71	1,757.49	984.22	62	4,457.00	(1,715.29)	38
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	643.63	536.41	107.22	2,741.71	1,757.49	984.22		4,457.00	(1,715.29)	

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	0.00	0.00	0.00	0	3,200.00	(3,200.00)	100
OTHER REVENUE	2.24	2.88	(0.64)	8.19	15.46	(7.27)	39	21.00	(12.81)	61
TOTAL REVENUE	2.24	2.88	(0.64)	8.19	15.46	(7.27)	0	3,221.00	(3,212.81)	100
EXPENSE SUMMARY										
PUBLIC SAFETY	0.00	1,144.99	1,144.99	0.00	4,579.96	4,579.96	0	13,740.00	(13,740.00)	100
TOTAL EXPENSE	0.00	1,144.99	1,144.99	0.00	4,579.96	4,579.96	0	13,740.00	13,740.00	100
REVENUE OVER/(UNDER) EXPENDITURE	2.24	(1,142.11)	1,144.35	8.19	(4,564.50)	4,572.69		(10,519.00)	(16,952.81)	

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	0.00	0.00	0.00	0.00	0.00	0	17,127.00	(17,127.00)	100
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
TRANSFER	106,394.00	171,825.00	(65,431.00)	106,394.00	171,825.00	(65,431.00)	33	326,523.00	(220,129.00)	67
TOTAL REVENUE	106,394.00	171,825.00	(65,431.00)	106,394.00	171,825.00	(65,431.00)	31	343,650.00	(237,256.00)	69
<u>EXPENSE SUMMARY</u>										
TAX INCREMENT FINANCING	0.00	0.00	0.00	0.00	0.00	0.00	0	343,650.00	(343,650.00)	100
TOTAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0	343,650.00	343,650.00	100
REVENUE OVER/(UNDER) EXPENDITURE	106,394.00	171,825.00	(65,431.00)	106,394.00	171,825.00	(65,431.00)		0.00	(580,906.00)	

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	54,572.30	42,687.23	11,885.07	230,977.39	193,444.84	37,532.55	38	608,487.00	(377,509.61)	62
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
OTHER REVENUE	36.21	61.42	(25.21)	636.58	316.14	320.44	142	447.00	189.58	-42
TOTAL REVENUE	54,608.51	42,748.65	11,859.86	231,613.97	193,760.98	37,852.99	38	608,934.00	(377,320.03)	62
<u>EXPENSE SUMMARY</u>										
SEDA	26,397.77	50,462.40	24,064.63	101,345.95	204,799.60	103,453.65	17	608,500.00	(507,154.05)	83
TOTAL EXPENSE	26,397.77	50,462.40	24,064.63	101,345.95	204,799.60	103,453.65	17	608,500.00	507,154.05	83
REVENUE OVER/(UNDER) EXPENDITURE	28,210.74	(7,713.75)	35,924.49	130,268.02	(11,038.62)	141,306.64		434.00	(884,474.08)	



Prior-Year Comparative Income Statement

Item 10.

Group Summary

For the Period Ending 01/31/2022

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 01 - GENERAL FUND								
Revenue								
40 - TAXES	3,588,974.15	3,688,589.62	99,615.47	2.78%	8,510,647.22	9,051,582.56	540,935.34	6.36%
41 - LICENSES AND PERMITS	39,699.28	73,140.25	33,440.97	84.24%	125,836.97	160,342.19	34,505.22	27.42%
42 - FINES AND FORFEITURES	17,318.98	21,387.76	4,068.78	23.49%	40,456.90	57,694.78	17,237.88	42.61%
43 - INTERGOVERNMENTAL	300.00	300.00	0.00	0.00%	6,450.72	26,915.19	20,464.47	317.24%
44 - CHARGES FOR SERVICES	74,318.96	68,210.67	-6,108.29	-8.22%	298,698.20	295,340.54	-3,357.66	-1.12%
45 - OTHER REVENUE	2,255.82	9,872.02	7,616.20	337.62%	19,101.89	2,603,997.20	2,584,895.31	13,532.14%
49 - TRANSFER	0.00	832,071.00	832,071.00	0.00%	0.00	832,071.00	832,071.00	0.00%
Revenue Total:	3,722,867.19	4,693,571.32	970,704.13	26.07%	9,001,191.90	13,027,943.46	4,026,751.56	44.74%
Expense								
Department: 101 - CITY COUNCIL								
51 - PERSONNEL	2,153.00	1,937.70	215.30	10.00%	7,345.36	6,507.11	838.25	11.41%
52 - CONTRACTUAL	4,716.36	2,899.44	1,816.92	38.52%	79,132.25	12,432.25	66,700.00	84.29%
53 - GENERAL SERVICES	0.00	99.95	-99.95	0.00%	1,834.03	99.95	1,734.08	94.55%
54 - MACHINE & EQUIPMENT MAI	10,113.00	0.00	10,113.00	100.00%	10,113.00	0.00	10,113.00	100.00%
58 - GRANT DISBURSEMENTS	42,400.00	0.00	42,400.00	100.00%	67,748.11	0.00	67,748.11	100.00%
Department 101 - CITY COUNCIL Total:	59,382.36	4,937.09	54,445.27	91.69%	166,172.75	19,039.31	147,133.44	88.54%
Department: 102 - CITY MANAGER								
51 - PERSONNEL	31,092.48	30,261.22	831.26	2.67%	127,997.38	125,632.42	2,364.96	1.85%
52 - CONTRACTUAL	350.82	2,749.84	-2,399.02	-683.83%	5,021.95	15,973.90	-10,951.95	-218.08%
53 - GENERAL SERVICES	365.73	149.90	215.83	59.01%	4,654.23	346.64	4,307.59	92.55%
Department 102 - CITY MANAGER Total:	31,809.03	33,160.96	-1,351.93	-4.25%	137,673.56	141,952.96	-4,279.40	-3.11%
Department: 103 - CITY SECRETARY								
51 - PERSONNEL	6,646.86	7,117.72	-470.86	-7.08%	27,652.27	29,069.90	-1,417.63	-5.13%
52 - CONTRACTUAL	755.48	994.88	-239.40	-31.69%	8,938.04	8,715.98	222.06	2.48%
53 - GENERAL SERVICES	85.70	147.44	-61.74	-72.04%	205.32	466.53	-261.21	-127.22%
54 - MACHINE & EQUIPMENT MAI	10,125.00	14,925.00	-4,800.00	-47.41%	27,638.70	39,547.39	-11,908.69	-43.09%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	20,500.00	4,535.11	15,964.89	77.88%
Department 103 - CITY SECRETARY Total:	17,613.04	23,185.04	-5,572.00	-31.64%	84,934.33	82,334.91	2,599.42	3.06%
Department: 104 - EMERGENCY MANAGEMENT								
52 - CONTRACTUAL	242.53	69.01	173.52	71.55%	12,964.32	9,988.87	2,975.45	22.95%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	1,545.00	0.00	1,545.00	100.00%
Department 104 - EMERGENCY MANAGEMENT Total:	242.53	69.01	173.52	71.55%	14,509.32	9,988.87	4,520.45	31.16%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 105 - MUNICIPAL BUILDING								
51 - PERSONNEL	985.30	1,612.35	-627.05	-63.64%	4,117.87	6,812.21	-2,694.34	-65.43%
52 - CONTRACTUAL	3,428.90	1,364.31	2,064.59	60.21%	11,842.80	8,493.39	3,349.41	28.28%
53 - GENERAL SERVICES	1,564.59	967.10	597.49	38.19%	4,345.31	4,152.67	192.64	4.43%
54 - MACHINE & EQUIPMENT MAI	845.00	496.00	349.00	41.30%	12,164.95	12,619.52	-454.57	-3.74%
55 - CAPITAL OUTLAY	43.52	0.00	43.52	100.00%	70.12	0.00	70.12	100.00%
Department 105 - MUNICIPAL BUILDING Total:	6,867.31	4,439.76	2,427.55	35.35%	32,541.05	32,077.79	463.26	1.42%
Department: 106 - MUNICIPAL SERVICES CTR								
51 - PERSONNEL	2,811.30	4,408.63	-1,597.33	-56.82%	11,338.91	17,161.14	-5,822.23	-51.35%
52 - CONTRACTUAL	2,525.20	1,971.73	553.47	21.92%	9,575.69	10,032.68	-456.99	-4.77%
53 - GENERAL SERVICES	2,372.16	1,649.72	722.44	30.45%	12,820.29	12,845.85	-25.56	-0.20%
54 - MACHINE & EQUIPMENT MAI	337.70	613.07	-275.37	-81.54%	879.80	1,094.56	-214.76	-24.41%
Department 106 - MUNICIPAL SERVICES CTR Total:	8,046.36	8,643.15	-596.79	-7.42%	34,614.69	41,134.23	-6,519.54	-18.83%
Department: 107 - HUMAN RESOURCES								
51 - PERSONNEL	5,822.03	5,984.16	-162.13	-2.78%	29,317.62	26,557.85	2,759.77	9.41%
52 - CONTRACTUAL	2,503.14	6,484.81	-3,981.67	-159.07%	23,986.16	38,667.22	-14,681.06	-61.21%
53 - GENERAL SERVICES	56.36	19.98	36.38	64.55%	1,358.61	59.43	1,299.18	95.63%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	14,999.00	0.00	14,999.00	100.00%
Department 107 - HUMAN RESOURCES Total:	8,381.53	12,488.95	-4,107.42	-49.01%	69,661.39	65,284.50	4,376.89	6.28%
Department: 108 - DOWNTOWN								
51 - PERSONNEL	0.00	610.50	-610.50	0.00%	71.00	10,902.73	-10,831.73	-15,255.96%
52 - CONTRACTUAL	547.21	720.83	-173.62	-31.73%	678.10	13,266.97	-12,588.87	-1,856.49%
53 - GENERAL SERVICES	0.00	0.00	0.00	0.00%	0.00	4,050.27	-4,050.27	0.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	2,156.19	-2,156.19	0.00%
Department 108 - DOWNTOWN Total:	547.21	1,331.33	-784.12	-143.29%	749.10	30,376.16	-29,627.06	-3,955.02%
Department: 201 - FINANCE								
51 - PERSONNEL	26,314.53	26,956.80	-642.27	-2.44%	106,957.29	108,636.86	-1,679.57	-1.57%
52 - CONTRACTUAL	2,795.34	3,397.35	-602.01	-21.54%	26,548.86	24,854.39	1,694.47	6.38%
53 - GENERAL SERVICES	201.41	2.00	199.41	99.01%	259.80	302.66	-42.86	-16.50%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	17,323.32	21,805.79	-4,482.47	-25.88%
56 - BANK CHARGES	0.00	120.00	-120.00	0.00%	1,163.36	547.25	616.11	52.96%
Department 201 - FINANCE Total:	29,311.28	30,476.15	-1,164.87	-3.97%	152,252.63	156,146.95	-3,894.32	-2.56%
Department: 203 - INFORMATION TECHNOLOGY								
51 - PERSONNEL	18,514.30	19,895.62	-1,381.32	-7.46%	67,113.20	71,720.69	-4,607.49	-6.87%
52 - CONTRACTUAL	2.87	3.93	-1.06	-36.93%	578.00	2,761.49	-2,183.49	-377.77%
53 - GENERAL SERVICES	373.05	1,748.68	-1,375.63	-368.75%	546.79	7,425.59	-6,878.80	-1,258.03%
54 - MACHINE & EQUIPMENT MAI	4,805.00	4,467.81	337.19	7.02%	18,089.80	51,330.28	-33,240.48	-183.75%
55 - CAPITAL OUTLAY	0.00	4,893.84	-4,893.84	0.00%	0.00	24,348.44	-24,348.44	0.00%
Department 203 - INFORMATION TECHNOLOGY Total:	23,695.22	31,009.88	-7,314.66	-30.87%	86,327.79	157,586.49	-71,258.70	-82.54%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 204 - TAX								
52 - CONTRACTUAL	2,236.00	0.00	2,236.00	100.00%	86,334.24	85,675.36	658.88	0.76%
Department 204 - TAX Total:	2,236.00	0.00	2,236.00	100.00%	86,334.24	85,675.36	658.88	0.76%
Department: 301 - LEGAL COUNSEL								
51 - PERSONNEL	7,705.73	7,996.57	-290.84	-3.77%	26,629.82	28,314.48	-1,684.66	-6.33%
52 - CONTRACTUAL	0.00	6,911.13	-6,911.13	0.00%	137.29	18,696.72	-18,559.43	-13,518.41%
Department 301 - LEGAL COUNSEL Total:	7,705.73	14,907.70	-7,201.97	-93.46%	26,767.11	47,011.20	-20,244.09	-75.63%
Department: 302 - MUNICIPAL COURT								
51 - PERSONNEL	3,851.58	6,206.26	-2,354.68	-61.14%	15,854.47	22,061.35	-6,206.88	-39.15%
52 - CONTRACTUAL	4,090.05	5,007.95	-917.90	-22.44%	15,149.53	13,770.44	1,379.09	9.10%
53 - GENERAL SERVICES	400.54	469.21	-68.67	-17.14%	1,295.92	2,263.81	-967.89	-74.69%
54 - MACHINE & EQUIPMENT MAI	1,500.00	0.00	1,500.00	100.00%	4,387.50	3,031.88	1,355.62	30.90%
Department 302 - MUNICIPAL COURT Total:	9,842.17	11,683.42	-1,841.25	-18.71%	36,687.42	41,127.48	-4,440.06	-12.10%
Department: 402 - STREET MAINTENANCE								
51 - PERSONNEL	31,379.98	28,133.42	3,246.56	10.35%	137,527.13	120,153.75	17,373.38	12.63%
52 - CONTRACTUAL	23,855.83	16,682.59	7,173.24	30.07%	67,149.44	62,049.91	5,099.53	7.59%
53 - GENERAL SERVICES	1,587.10	1,025.46	561.64	35.39%	6,693.85	6,490.64	203.21	3.04%
54 - MACHINE & EQUIPMENT MAI	715.64	3,114.02	-2,398.38	-335.14%	12,348.39	35,514.11	-23,165.72	-187.60%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	43,847.00	0.00	43,847.00	100.00%
Department 402 - STREET MAINTENANCE Total:	57,538.55	48,955.49	8,583.06	14.92%	267,565.81	224,208.41	43,357.40	16.20%
Department: 501 - PARKS & RECREATION								
51 - PERSONNEL	48,140.95	61,088.54	-12,947.59	-26.90%	223,497.52	251,487.33	-27,989.81	-12.52%
52 - CONTRACTUAL	29,463.25	26,609.06	2,854.19	9.69%	185,177.92	93,465.92	91,712.00	49.53%
53 - GENERAL SERVICES	21,198.23	11,928.35	9,269.88	43.73%	35,248.21	40,213.51	-4,965.30	-14.09%
54 - MACHINE & EQUIPMENT MAI	2,748.84	11,002.97	-8,254.13	-300.28%	17,366.01	26,004.41	-8,638.40	-49.74%
55 - CAPITAL OUTLAY	62,007.65	1,967.94	60,039.71	96.83%	288,083.53	59,162.97	228,920.56	79.46%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	1.08	-1.08	0.00%
Department 501 - PARKS & RECREATION Total:	163,558.92	112,596.86	50,962.06	31.16%	749,373.19	470,335.22	279,037.97	37.24%
Department: 504 - LIBRARY								
51 - PERSONNEL	14,636.06	14,543.23	92.83	0.63%	59,499.53	57,764.35	1,735.18	2.92%
52 - CONTRACTUAL	1,735.81	940.35	795.46	45.83%	5,600.52	5,943.09	-342.57	-6.12%
53 - GENERAL SERVICES	526.89	3,954.30	-3,427.41	-650.50%	2,278.02	5,840.59	-3,562.57	-156.39%
54 - MACHINE & EQUIPMENT MAI	0.00	25.99	-25.99	0.00%	343.18	1,227.20	-884.02	-257.60%
Department 504 - LIBRARY Total:	16,898.76	19,463.87	-2,565.11	-15.18%	67,721.25	70,775.23	-3,053.98	-4.51%
Department: 506 - SENIOR CENTER								
51 - PERSONNEL	4,729.39	5,169.43	-440.04	-9.30%	21,082.09	23,393.24	-2,311.15	-10.96%
52 - CONTRACTUAL	1,295.94	2,882.71	-1,586.77	-122.44%	5,463.80	11,745.20	-6,281.40	-114.96%
53 - GENERAL SERVICES	1,202.52	903.69	298.83	24.85%	4,103.92	3,902.73	201.19	4.90%
54 - MACHINE & EQUIPMENT MAI	329.74	26.24	303.50	92.04%	4,436.61	1,131.81	3,304.80	74.49%
Department 506 - SENIOR CENTER Total:	7,557.59	8,982.07	-1,424.48	-18.85%	35,086.42	40,172.98	-5,086.56	-14.50%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Department: 507 - AQUATIC CENTER								
51 - PERSONNEL	0.00	0.00	0.00	0.00%	1,892.00	2,521.91	-629.91	-33.29%
52 - CONTRACTUAL	1,817.30	2,070.29	-252.99	-13.92%	8,994.26	12,801.27	-3,807.01	-42.33%
53 - GENERAL SERVICES	913.50	191.38	722.12	79.05%	967.50	2,572.38	-1,604.88	-165.88%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	620.00	10.00	610.00	98.39%
Department 507 - AQUATIC CENTER Total:	2,730.80	2,261.67	469.13	17.18%	12,473.76	17,905.56	-5,431.80	-43.55%
Department: 601 - FIRE DEPARTMENT								
51 - PERSONNEL	218,530.16	269,838.50	-51,308.34	-23.48%	890,280.63	994,045.51	-103,764.88	-11.66%
52 - CONTRACTUAL	9,873.68	7,101.58	2,772.10	28.08%	56,917.16	54,272.33	2,644.83	4.65%
53 - GENERAL SERVICES	27,988.66	10,220.84	17,767.82	63.48%	68,041.43	30,630.86	37,410.57	54.98%
54 - MACHINE & EQUIPMENT MAI	9,243.10	6,429.38	2,813.72	30.44%	45,029.11	28,621.79	16,407.32	36.44%
55 - CAPITAL OUTLAY	0.00	39,000.00	-39,000.00	0.00%	-18,672.89	282,014.50	-300,687.39	-1,610.29%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	1.03	-1.03	0.00%
57 - DEBT SERVICE	137,935.91	137,935.91	0.00	0.00%	232,124.01	137,935.91	94,188.10	40.58%
Department 601 - FIRE DEPARTMENT Total:	403,571.51	470,526.21	-66,954.70	-16.59%	1,273,719.45	1,527,521.93	-253,802.48	-19.93%
Department: 701 - POLICE DEPARTMENT								
51 - PERSONNEL	324,858.83	323,968.35	890.48	0.27%	1,361,327.60	1,336,804.33	24,523.27	1.80%
52 - CONTRACTUAL	41,708.64	16,544.26	25,164.38	60.33%	433,311.73	159,814.19	273,497.54	63.12%
53 - GENERAL SERVICES	21,010.85	10,865.58	10,145.27	48.29%	64,809.71	52,521.68	12,288.03	18.96%
54 - MACHINE & EQUIPMENT MAI	7,510.92	1,923.89	5,587.03	74.39%	89,961.71	28,132.45	61,829.26	68.73%
55 - CAPITAL OUTLAY	4,113.00	74,792.45	-70,679.45	-1,718.44%	113,577.25	74,792.45	38,784.80	34.15%
57 - DEBT SERVICE	24,887.60	24,892.60	-5.00	-0.02%	24,887.60	24,892.60	-5.00	-0.02%
Department 701 - POLICE DEPARTMENT Total:	424,089.84	452,987.13	-28,897.29	-6.81%	2,087,875.60	1,676,957.70	410,917.90	19.68%
Department: 801 - DEVELOPMENT SERVICES								
51 - PERSONNEL	29,836.64	28,733.58	1,103.06	3.70%	117,956.74	109,044.33	8,912.41	7.56%
52 - CONTRACTUAL	11,649.20	5,265.05	6,384.15	54.80%	28,272.56	28,572.62	-300.06	-1.06%
53 - GENERAL SERVICES	326.11	1,629.65	-1,303.54	-399.72%	1,910.08	3,665.03	-1,754.95	-91.88%
54 - MACHINE & EQUIPMENT MAI	0.00	155.35	-155.35	0.00%	10,284.33	8,392.02	1,892.31	18.40%
Department 801 - DEVELOPMENT SERVICES Total:	41,811.95	35,783.63	6,028.32	14.42%	158,423.71	149,674.00	8,749.71	5.52%
Department: 900 - TRANSFERS								
59 - TRANSFER	0.00	1,321,768.00	-1,321,768.00	0.00%	0.00	1,321,768.00	-1,321,768.00	0.00%
Department 900 - TRANSFERS Total:	0.00	1,321,768.00	-1,321,768.00	0.00%	0.00	1,321,768.00	-1,321,768.00	0.00%
Expense Total:	1,323,437.69	2,649,657.37	-1,326,219.68	-100.21%	5,581,464.57	6,409,055.24	-827,590.67	-14.83%
Total Revenues	3,722,867.19	4,693,571.32	970,704.13	26.07%	9,001,191.90	13,027,943.46	4,026,751.56	44.74%
Fund 01 Surplus (Deficit):	2,399,429.50	2,043,913.95	-355,515.55	-14.82%	3,419,727.33	6,618,888.22	3,199,160.89	93.55%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 02 - WATER AND WASTEWATER FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	223.17	0.00	-223.17	-100.00%
44 - CHARGES FOR SERVICES	661,438.96	780,644.74	119,205.78	18.02%	2,808,878.24	3,451,347.77	642,469.53	22.87%
45 - OTHER REVENUE	10,076.32	419.15	-9,657.17	-95.84%	15,357.89	3,019.24	-12,338.65	-80.34%
Revenue Total:	671,515.28	781,063.89	109,548.61	16.31%	2,824,459.30	3,454,367.01	629,907.71	22.30%
Expense								
Department: 000 - UTILITIES ADMINISTRATION								
51 - PERSONNEL	17,733.09	29,958.10	-12,225.01	-68.94%	78,377.06	121,578.48	-43,201.42	-55.12%
52 - CONTRACTUAL	8,112.58	10,858.30	-2,745.72	-33.85%	21,655.11	23,061.08	-1,405.97	-6.49%
53 - GENERAL SERVICES	39.97	0.00	39.97	100.00%	3,838.98	723.35	3,115.63	81.16%
54 - MACHINE & EQUIPMENT MAI	110.00	0.00	110.00	100.00%	110.00	0.00	110.00	100.00%
Department 000 - UTILITIES ADMINISTRATION Total:	25,995.64	40,816.40	-14,820.76	-57.01%	103,981.15	145,362.91	-41,381.76	-39.80%
Department: 001 - WATER PRODUCTION								
51 - PERSONNEL	17,898.21	16,425.94	1,472.27	8.23%	67,347.84	74,765.93	-7,418.09	-11.01%
52 - CONTRACTUAL	25,273.52	15,394.86	9,878.66	39.09%	288,429.21	297,624.00	-9,194.79	-3.19%
53 - GENERAL SERVICES	334.05	463.24	-129.19	-38.67%	2,255.06	3,197.18	-942.12	-41.78%
54 - MACHINE & EQUIPMENT MAI	2,031.24	21,055.65	-19,024.41	-936.59%	58,585.49	37,903.16	20,682.33	35.30%
55 - CAPITAL OUTLAY	0.00	78,200.00	-78,200.00	0.00%	0.00	116,320.00	-116,320.00	0.00%
Department 001 - WATER PRODUCTION Total:	45,537.02	131,539.69	-86,002.67	-188.86%	416,617.60	529,810.27	-113,192.67	-27.17%
Department: 002 - WATER DISTRIBUTION								
51 - PERSONNEL	14,307.75	10,282.82	4,024.93	28.13%	62,335.86	43,727.60	18,608.26	29.85%
52 - CONTRACTUAL	10,195.89	20,657.04	-10,461.15	-102.60%	33,259.57	94,838.77	-61,579.20	-185.15%
53 - GENERAL SERVICES	1,645.30	4,921.53	-3,276.23	-199.13%	9,109.38	13,943.81	-4,834.43	-53.07%
54 - MACHINE & EQUIPMENT MAI	31,724.22	5,295.92	26,428.30	83.31%	42,883.22	147,349.15	-104,465.93	-243.61%
55 - CAPITAL OUTLAY	0.00	10,850.00	-10,850.00	0.00%	24,343.00	29,385.00	-5,042.00	-20.71%
Department 002 - WATER DISTRIBUTION Total:	57,873.16	52,007.31	5,865.85	10.14%	171,931.03	329,244.33	-157,313.30	-91.50%
Department: 003 - CUSTOMER SERVICE								
51 - PERSONNEL	14,140.64	14,744.11	-603.47	-4.27%	55,092.24	55,941.62	-849.38	-1.54%
52 - CONTRACTUAL	247.81	4,385.57	-4,137.76	-1,669.73%	2,364.90	22,928.65	-20,563.75	-869.54%
53 - GENERAL SERVICES	577.22	574.76	2.46	0.43%	2,113.42	3,045.76	-932.34	-44.12%
54 - MACHINE & EQUIPMENT MAI	-2,171.54	179.55	-2,351.09	-108.27%	30,175.57	31,052.53	-876.96	-2.91%
Department 003 - CUSTOMER SERVICE Total:	12,794.13	19,883.99	-7,089.86	-55.41%	89,746.13	112,968.56	-23,222.43	-25.88%
Department: 011 - WASTEWATER COLLECTION								
51 - PERSONNEL	11,130.40	17,827.70	-6,697.30	-60.17%	60,340.44	71,729.53	-11,389.09	-18.87%
52 - CONTRACTUAL	155.48	124.56	30.92	19.89%	30,331.32	4,728.15	25,603.17	84.41%
53 - GENERAL SERVICES	857.00	326.86	530.14	61.86%	5,143.13	2,977.30	2,165.83	42.11%
54 - MACHINE & EQUIPMENT MAI	6,537.27	12,263.63	-5,726.36	-87.60%	16,134.39	20,002.05	-3,867.66	-23.97%
55 - CAPITAL OUTLAY	20,505.85	4,111.00	16,394.85	79.95%	80,115.94	17,758.97	62,356.97	77.83%
Department 011 - WASTEWATER COLLECTION Total:	39,186.00	34,653.75	4,532.25	11.57%	192,065.22	117,196.00	74,869.22	38.98%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Department: 012 - WASTEWATER TREATMENT								
52 - CONTRACTUAL	76,763.84	80,318.91	-3,555.07	-4.63%	324,171.22	337,653.29	-13,482.07	-4.16%
54 - MACHINE & EQUIPMENT MAI	0.00	0.00	0.00	0.00%	18,318.00	1,344.72	16,973.28	92.66%
Department 012 - WASTEWATER TREATMENT Total:	76,763.84	80,318.91	-3,555.07	-4.63%	342,489.22	338,998.01	3,491.21	1.02%
Department: 020 - BILLING & COLLECTION								
51 - PERSONNEL	7,795.76	6,942.78	852.98	10.94%	32,677.69	25,539.65	7,138.04	21.84%
52 - CONTRACTUAL	4,185.25	84.58	4,100.67	97.98%	22,874.72	18,771.13	4,103.59	17.94%
53 - GENERAL SERVICES	7,055.63	11,780.87	-4,725.24	-66.97%	31,890.54	52,123.09	-20,232.55	-63.44%
54 - MACHINE & EQUIPMENT MAI	265.00	265.00	0.00	0.00%	21,980.99	26,618.04	-4,637.05	-21.10%
Department 020 - BILLING & COLLECTION Total:	19,301.64	19,073.23	228.41	1.18%	109,423.94	123,051.91	-13,627.97	-12.45%
Department: 901 - NON-DEPARTMENTAL								
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	1.95	4.08	-2.13	-109.23%
59 - TRANSFER	35,527.07	824,893.86	-789,366.79	-2,221.87%	147,061.44	1,017,446.18	-870,384.74	-591.85%
Department 901 - NON-DEPARTMENTAL Total:	35,527.07	824,893.86	-789,366.79	-2,221.87%	147,063.39	1,017,450.26	-870,386.87	-591.84%
Expense Total:	312,978.50	1,203,187.14	-890,208.64	-284.43%	1,573,317.68	2,714,082.25	-1,140,764.57	-72.51%
Total Revenues	671,515.28	781,063.89	109,548.61	16.31%	2,824,459.30	3,454,367.01	629,907.71	22.30%
Fund 02 Surplus (Deficit):	358,536.78	-422,123.25	-780,660.03	-217.73%	1,251,141.62	740,284.76	-510,856.86	-40.83%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 03 - SANITARY LANDFILL FUND								
Revenue								
44 - CHARGES FOR SERVICES	66,908.80	92,746.00	25,837.20	38.62%	327,744.25	354,873.40	27,129.15	8.28%
45 - OTHER REVENUE	67.57	48.37	-19.20	-28.41%	814.50	535.34	-279.16	-34.27%
Revenue Total:	66,976.37	92,794.37	25,818.00	38.55%	328,558.75	355,408.74	26,849.99	8.17%
Expense								
Department: 030 - LANDFILL								
51 - PERSONNEL	15,914.74	16,737.16	-822.42	-5.17%	73,662.93	74,255.01	-592.08	-0.80%
52 - CONTRACTUAL	1,241.09	8,328.87	-7,087.78	-571.09%	22,794.71	33,477.56	-10,682.85	-46.87%
53 - GENERAL SERVICES	3,809.71	5,656.80	-1,847.09	-48.48%	15,316.79	22,910.95	-7,594.16	-49.58%
54 - MACHINE & EQUIPMENT MAI	18,984.62	4,027.26	14,957.36	78.79%	55,343.76	28,102.64	27,241.12	49.22%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	56,306.78	-56,306.78	0.00%
59 - TRANSFER	0.00	81,539.00	-81,539.00	0.00%	0.00	81,539.00	-81,539.00	0.00%
Department 030 - LANDFILL Total:	39,950.16	116,289.09	-76,338.93	-191.09%	167,118.19	296,591.94	-129,473.75	-77.47%
Expense Total:	39,950.16	116,289.09	-76,338.93	-191.09%	167,118.19	296,591.94	-129,473.75	-77.47%
Total Revenues	66,976.37	92,794.37	25,818.00	38.55%	328,558.75	355,408.74	26,849.99	8.17%
Fund 03 Surplus (Deficit):	27,026.21	-23,494.72	-50,520.93	-186.93%	161,440.56	58,816.80	-102,623.76	-63.57%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 04 - AIRPORT FUND								
Revenue								
44 - CHARGES FOR SERVICES	9,945.57	9,962.65	17.08	0.17%	37,358.44	56,388.35	19,029.91	50.94%
Revenue Total:	9,945.57	9,962.65	17.08	0.17%	37,358.44	56,388.35	19,029.91	50.94%
Expense								
Department: 040 - AIRPORT								
51 - PERSONNEL	575.67	350.18	225.49	39.17%	1,994.09	976.04	1,018.05	51.05%
52 - CONTRACTUAL	4,188.93	1,694.16	2,494.77	59.56%	15,111.44	26,420.30	-11,308.86	-74.84%
53 - GENERAL SERVICES	71.00	0.00	71.00	100.00%	71.00	34.80	36.20	50.99%
54 - MACHINE & EQUIPMENT MAI	550.00	994.00	-444.00	-80.73%	7,174.91	7,824.88	-649.97	-9.06%
Department 040 - AIRPORT Total:	5,385.60	3,038.34	2,347.26	43.58%	24,351.44	35,256.02	-10,904.58	-44.78%
Expense Total:	5,385.60	3,038.34	2,347.26	43.58%	24,351.44	35,256.02	-10,904.58	-44.78%
Total Revenues	9,945.57	9,962.65	17.08	0.17%	37,358.44	56,388.35	19,029.91	50.94%
Fund 04 Surplus (Deficit):	4,559.97	6,924.31	2,364.34	51.85%	13,007.00	21,132.33	8,125.33	62.47%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 05 - STORM WATER DRAINAGE FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	223.17	0.00	-223.17	-100.00%
43 - INTERGOVERNMENTAL	0.00	354,485.48	354,485.48	0.00%	0.00	354,485.48	354,485.48	0.00%
44 - CHARGES FOR SERVICES	54,333.33	42,062.98	-12,270.35	-22.58%	216,655.73	300,280.77	83,625.04	38.60%
45 - OTHER REVENUE	66.95	4.43	-62.52	-93.38%	334.95	20.17	-314.78	-93.98%
Revenue Total:	54,400.28	396,552.89	342,152.61	628.95%	217,213.85	654,786.42	437,572.57	201.45%
Expense								
Department: 050 - STORM WATER DRAINAGE								
52 - CONTRACTUAL	1,332.90	19,569.22	-18,236.32	-1,368.17%	19,436.07	193,329.22	-173,893.15	-894.69%
55 - CAPITAL OUTLAY	215,966.01	0.00	215,966.01	100.00%	261,142.01	51,510.00	209,632.01	80.28%
Department 050 - STORM WATER DRAINAGE Total:	217,298.91	19,569.22	197,729.69	90.99%	280,578.08	244,839.22	35,738.86	12.74%
Expense Total:	217,298.91	19,569.22	197,729.69	90.99%	280,578.08	244,839.22	35,738.86	12.74%
Total Revenues	54,400.28	396,552.89	342,152.61	628.95%	217,213.85	654,786.42	437,572.57	201.45%
Fund 05 Surplus (Deficit):	-162,898.63	376,983.67	539,882.30	331.42%	-63,364.23	409,947.20	473,311.43	746.97%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 07 - HOTEL OCCUPANCY TAX FUND								
Revenue								
40 - TAXES	37,040.98	50,776.27	13,735.29	37.08%	56,049.68	161,390.46	105,340.78	187.94%
45 - OTHER REVENUE	16.10	20.17	4.07	25.28%	107.18	73.32	-33.86	-31.59%
Revenue Total:	37,057.08	50,796.44	13,739.36	37.08%	56,156.86	161,463.78	105,306.92	187.52%
Expense								
Department: 070 - TOURISM								
51 - PERSONNEL	6,008.70	6,107.20	-98.50	-1.64%	24,632.74	23,729.98	902.76	3.66%
52 - CONTRACTUAL	0.22	8,817.38	-8,817.16	100.00%	117,424.47	42,576.79	74,847.68	63.74%
53 - GENERAL SERVICES	0.00	81.43	-81.43	0.00%	781.40	81.43	699.97	89.58%
58 - GRANT DISBURSEMENTS	3,370.81	-2,007.27	5,378.08	159.55%	41,341.24	15,674.92	25,666.32	62.08%
Department 070 - TOURISM Total:	9,379.73	12,998.74	-3,619.01	-38.58%	184,179.85	82,063.12	102,116.73	55.44%
Expense Total:	9,379.73	12,998.74	-3,619.01	-38.58%	184,179.85	82,063.12	102,116.73	55.44%
Total Revenues	37,057.08	50,796.44	13,739.36	37.08%	56,156.86	161,463.78	105,306.92	187.52%
Fund 07 Surplus (Deficit):	27,677.35	37,797.70	10,120.35	36.57%	-128,022.99	79,400.66	207,423.65	162.02%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 08 - DEBT SERVICE FUND								
Revenue								
40 - TAXES	124,085.81	84,995.59	-39,090.22	-31.50%	251,874.43	215,960.61	-35,913.82	-14.26%
45 - OTHER REVENUE	17.37	9.59	-7.78	-44.79%	55.25	16.36	-38.89	-70.39%
Revenue Total:	124,103.18	85,005.18	-39,098.00	-31.50%	251,929.68	215,976.97	-35,952.71	-14.27%
Total Revenues	124,103.18	85,005.18	-39,098.00	-31.50%	251,929.68	215,976.97	-35,952.71	-14.27%
Fund 08 Total:	124,103.18	85,005.18	-39,098.00	-31.50%	251,929.68	215,976.97	-35,952.71	-14.27%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 10 - CAPITAL PROJECTS FUND								
Revenue								
41 - LICENSES AND PERMITS	0.00	0.00	0.00	0.00%	0.00	801.56	801.56	0.00%
45 - OTHER REVENUE	862.82	304.18	-558.64	-64.75%	4,859.62	1,203.93	-3,655.69	-75.23%
49 - TRANSFER	0.00	1,234,069.00	1,234,069.00	0.00%	0.00	1,234,069.00	1,234,069.00	0.00%
Revenue Total:	862.82	1,234,373.18	1,233,510.36	142,962.65%	4,859.62	1,236,074.49	1,231,214.87	25,335.62%
Expense								
Department: 402 - STREET MAINTENANCE								
55 - CAPITAL OUTLAY	1,617,923.23	73,601.78	1,544,321.45	95.45%	1,678,050.01	641,913.78	1,036,136.23	61.75%
Department 402 - STREET MAINTENANCE Total:	1,617,923.23	73,601.78	1,544,321.45	95.45%	1,678,050.01	641,913.78	1,036,136.23	61.75%
Expense Total:	1,617,923.23	73,601.78	1,544,321.45	95.45%	1,678,050.01	641,913.78	1,036,136.23	61.75%
Total Revenues	862.82	1,234,373.18	1,233,510.36	142,962.65%	4,859.62	1,236,074.49	1,231,214.87	25,335.62%
Fund 10 Surplus (Deficit):	-1,617,060.41	1,160,771.40	2,777,831.81	171.78%	-1,673,190.39	594,160.71	2,267,351.10	135.51%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 11 - CHILD SAFETY FUND								
Revenue								
42 - FINES AND FORFEITURES	173.64	96.60	-77.04	-44.37%	1,063.29	921.73	-141.56	-13.31%
45 - OTHER REVENUE	0.31	0.26	-0.05	-16.13%	1.23	0.97	-0.26	-21.14%
Revenue Total:	173.95	96.86	-77.09	-44.32%	1,064.52	922.70	-141.82	-13.32%
Total Revenues	173.95	96.86	-77.09	-44.32%	1,064.52	922.70	-141.82	-13.32%
Fund 11 Total:	173.95	96.86	-77.09	-44.32%	1,064.52	922.70	-141.82	-13.32%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021 Jan. Activity	2021-2022 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2020-2021 YTD Activity	2021-2022 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 12 - COURT TECHNOLOGY FUND								
Revenue								
42 - FINES AND FORFEITURES	513.38	643.29	129.91	25.30%	1,680.44	2,740.45	1,060.01	63.08%
45 - OTHER REVENUE	0.51	0.34	-0.17	-33.33%	2.31	1.26	-1.05	-45.45%
Revenue Total:	513.89	643.63	129.74	25.25%	1,682.75	2,741.71	1,058.96	62.93%
Total Revenues	513.89	643.63	129.74	25.25%	1,682.75	2,741.71	1,058.96	62.93%
Fund 12 Total:	513.89	643.63	129.74	25.25%	1,682.75	2,741.71	1,058.96	62.93%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021		2021-2022		2020-2021		2021-2022	
	Jan. Activity	Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 13 - PUBLIC SAFETY FUND								
Revenue								
45 - OTHER REVENUE	4.80	2.24	-2.56	-53.33%	25.74	8.19	-17.55	-68.18%
Revenue Total:	4.80	2.24	-2.56	-53.33%	25.74	8.19	-17.55	-68.18%
Total Revenues	4.80	2.24	-2.56	-53.33%	25.74	8.19	-17.55	-68.18%
Fund 13 Total:	4.80	2.24	-2.56	-53.33%	25.74	8.19	-17.55	-68.18%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 20 - TAX INCREMENT FINANCING FUND								
Revenue								
49 - TRANSFER	0.00	106,394.00	106,394.00	0.00%	0.00	106,394.00	106,394.00	0.00%
Revenue Total:	0.00	106,394.00	106,394.00	0.00%	0.00	106,394.00	106,394.00	0.00%
Total Revenues	0.00	106,394.00	106,394.00	0.00%	0.00	106,394.00	106,394.00	0.00%
Fund 20 Total:	0.00	106,394.00	106,394.00	0.00%	0.00	106,394.00	106,394.00	0.00%

Prior-Year Comparative Income Statement

For the Period Ending 01 Item 10.

Categor...	2020-2021	2021-2022	Jan. Variance	Variance %	2020-2021	2021-2022	YTD Variance	Variance %
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Fund: 79 - SEDA								
Revenue								
40 - TAXES	44,020.74	54,572.30	10,551.56	23.97%	199,487.87	230,977.39	31,489.52	15.79%
45 - OTHER REVENUE	63.87	36.21	-27.66	-43.31%	328.76	636.58	307.82	93.63%
Revenue Total:	44,084.61	54,608.51	10,523.90	23.87%	199,816.63	231,613.97	31,797.34	15.91%
Expense								
Department: 790 - SEDA								
51 - PERSONNEL	16,917.26	18,617.83	-1,700.57	-10.05%	70,318.69	77,334.99	-7,016.30	-9.98%
52 - CONTRACTUAL	35,517.21	7,550.21	27,967.00	78.74%	81,345.00	21,649.81	59,695.19	73.39%
53 - GENERAL SERVICES	478.72	184.73	293.99	61.41%	1,039.37	1,048.80	-9.43	-0.91%
54 - MACHINE & EQUIPMENT MAI	0.00	45.00	-45.00	0.00%	0.00	178.13	-178.13	0.00%
55 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00%	0.00	-33.00	33.00	0.00%
56 - BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	42.22	-42.22	0.00%
58 - GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00%	10,000.00	1,125.00	8,875.00	88.75%
Department 790 - SEDA Total:	52,913.19	26,397.77	26,515.42	50.11%	162,703.06	101,345.95	61,357.11	37.71%
Expense Total:	52,913.19	26,397.77	26,515.42	50.11%	162,703.06	101,345.95	61,357.11	37.71%
Total Revenues	44,084.61	54,608.51	10,523.90	23.87%	199,816.63	231,613.97	31,797.34	15.91%
Fund 79 Surplus (Deficit):	-8,828.58	28,210.74	37,039.32	419.54%	37,113.57	130,268.02	93,154.45	251.00%
Total Surplus (Deficit):	1,153,238.01	3,401,125.71	2,247,887.70	194.92%	3,272,555.16	8,978,942.27	5,706,387.11	174.37%

Fund Summary

Fund	2020-2021		2021-2022		Jan. Variance		2020-2021		2021-2022		YTD Variance	
	Jan. Activity	Jan. Activity	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %	Favorable / (Unfavorable)	Variance %
01 - GENERAL FUND	2,399,429.50	2,043,913.95	-355,515.55	-14.82%	3,419,727.33	6,618,888.22	3,199,160.89	93.55%				
02 - WATER AND WASTEWATE...	358,536.78	-422,123.25	-780,660.03	-217.73%	1,251,141.62	740,284.76	-510,856.86	-40.83%				
03 - SANITARY LANDFILL FUND	27,026.21	-23,494.72	-50,520.93	-186.93%	161,440.56	58,816.80	-102,623.76	-63.57%				
04 - AIRPORT FUND	4,559.97	6,924.31	2,364.34	51.85%	13,007.00	21,132.33	8,125.33	62.47%				
05 - STORM WATER DRAINAGE...	-162,898.63	376,983.67	539,882.30	331.42%	-63,364.23	409,947.20	473,311.43	746.97%				
07 - HOTEL OCCUPANCY TAX F...	27,677.35	37,797.70	10,120.35	36.57%	-128,022.99	79,400.66	207,423.65	162.02%				
08 - DEBT SERVICE FUND	124,103.18	85,005.18	-39,098.00	-31.50%	251,929.68	215,976.97	-35,952.71	-14.27%				
10 - CAPITAL PROJECTS FUND	-1,617,060.41	1,160,771.40	2,777,831.81	171.78%	-1,673,190.39	594,160.71	2,267,351.10	135.51%				
11 - CHILD SAFETY FUND	173.95	96.86	-77.09	-44.32%	1,064.52	922.70	-141.82	-13.32%				
12 - COURT TECHNOLOGY FU...	513.89	643.63	129.74	25.25%	1,682.75	2,741.71	1,058.96	62.93%				
13 - PUBLIC SAFETY FUND	4.80	2.24	-2.56	-53.33%	25.74	8.19	-17.55	-68.18%				
20 - TAX INCREMENT FINANCI...	0.00	106,394.00	106,394.00	0.00%	0.00	106,394.00	106,394.00	0.00%				
79 - SEDA	-8,828.58	28,210.74	37,039.32	419.54%	37,113.57	130,268.02	93,154.45	251.00%				
Total Surplus (Deficit):	1,153,238.01	3,401,125.71	2,247,887.70	194.92%	3,272,555.16	8,978,942.27	5,706,387.11	174.37%				



REGULAR CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, February 01, 2022 at 5:30 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, February 1, 2022 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a City Council Work Session, 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 ABSENT: Mayor Pro Tem Brandon Huckabee

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 Gerald Cook let the Pledges of Allegiance to the United States and Texas flags.

INVOCATION

David Whiteman, Grace Fellowship Church, gave the invocation.

CITIZENS GENERAL DISCUSSION

No one came forward to address the council.

REGULAR AGENDA

13. PUBLIC HEARING

The City Council of the City of Stephenville is Soliciting Input for an Over 65 Tax Freeze and Disabled Person Tax Freeze

Mayor Svien moved this item to the beginning of the meeting. He explained that the council would not vote on this item tonight, but at a Special Meeting on February 15, 2022 at 5:30 p.m.

Mayor Svien opened the public hearing.

Those speaking in favor of the tax freeze:

Carla Trussell, 406 Tanglewood Trail

Jan Smith, 937 Meadowlark

Jack Willet, 111 Byron Nelson

No one spoke in opposition of the tax freeze.

Mayor Svien closed the public hearing.

1. **Consider Approval of a Request for a Variance from the City of Stephenville Code of Ordinances, Section 130.16 Sale of Alcoholic Beverages for The Shack, located at 309 W. Washington, being Block 22, Lot 3 of the City Addition to the City of Stephenville, Texas and identified as Parcel No. R29274 by the Erath County Appraisal District**

Allen Barnes, City Manager, explained that Mr. Luke Sims, owner of The Shack, had inquired about obtaining a license to sell alcohol. City of Stephenville Code of Ordinances, Section 130.16, requires that businesses wishing to sell alcohol within 300 feet of a church, public school, or hospital be granted a variance by the City Council. The Shack is located 290 feet from the First United Methodist Church when measured in accordance with the ordinance.

MOTION by Ricky Thurman, second by Daron Trussell, to approve a variance from Section 130.16 *Sale of Alcoholic Beverages* for The Shack, located at 309 W. Washington. MOTION CARRIED with Alan Nix casting a dissenting vote.

2. **Consider Approval of the Order of Election for the May 7, 2022 General Election**

MOTION by Alan Nix, second by Gerald Cook, to approve the Order of Election for the May 7, 2022 General Election. MOTION CARRIED by unanimous vote.

PLANNING AND ZONING COMMISSION

Steve Killen, Director of Development Services

3. **PUBLIC HEARING**

Case No.: AS2022-001

Abandonment of an 8-foot Alleyway Located in Block 8 of City Addition of the City of Stephenville, Texas

Steve Killen, Director of Development Services briefed the council on the request. On January 19, 2022, the Planning and Zoning Commission voted 5-1 to recommend the abandonment.

Mayor Svien opened the public hearing. No one came forward to speak in favor of or opposition to the abandonment. Mayor Svien closed the public hearing.

4. **Consider Approval of an Ordinance Abandoning an 8-foot Alleyway Located in Block 8 of the City of Stephenville and Authorizing the Sale of Same**

MOTION by Ricky Thurman, second by Daron Trussell, to approve Ordinance No. 2022-O-2 abandoning an 8-foot alleyway located in Block 8 of the City Addition. MOTION CARRIED by unanimous vote.

TOURISM AND VISITORS BUREAU COMMITTEE

LeAnn Durfey, Chair

5. **Committee Report - January 18, 2022**

LeAnn Durfey, chair, gave the committee report.

6. **Consider Approval of a Sponsorship for the 55th Annual TSU Stampede Rodeo**

MOTION by LeAnn Durfey, second by Brady Pendleton, to approve a sponsorship in the amount of \$7,500 for the 55th Annual TSU Stampede Rodeo. MOTION CARRIED by unanimous vote.

7. Consider Approval of a Contract with Charlie Diggs for the Production of Moo-La Fest

This item was removed from the agenda.

NOMINATIONS COMMITTEE

Gerald Cook, Chair

8. Committee Report - January 18, 2022

Gerald Cook, chair, gave the committee report.

FINANCE COMMITTEE

Justin Haschke, Chair

9. Committee Report - January 18, 2022

Justin Haschke, chair, gave the committee report.

10. Consider Approval of a Resolution Authorizing a Financing Agreement for Self-Contained Breathing Apparatus (SCBA) and Cardiac Monitor Replacement

MOTION by Justin Haschke, second by Ricky Thurman, to approve Resolution No. 2022-R-02 authorizing a financing agreement for SCBA and cardiac monitoring equipment. MOTION CARRIED by unanimous vote.

11. Consider Approval of a Modification to the Salary Range for the Main Street Manager

MOTION by Justin Haschke, second by Gerald Cook, to adopt a salary range of \$47,000 – \$55,000 for the Main Street Manager position. MOTION CARRIED by unanimous vote.

12. Consider Acceptance of Proposal for Depository Services

MOTION by Justin Haschke, second by LeAnn Durfey, to accept a proposal from First Financial Bank for depository services. MOTION CARRIED by unanimous vote.

14. Consider Approval of Resolution Directing that Notice of Intent to Issue Certificates of Obligation be Posted to the City Website and Published in a Newspaper Circulated within the City and Approving All Other Matters Pertaining Thereto

MOTION by Justin Haschke, second by Daron Trussell, to adopt Resolution No. 2022-R-03 directing that notice of intent to issue certificates of obligation be posted to the City website and published in a newspaper and approving all other matters pertaining thereto. MOTION CARRIED by unanimous vote.

FINANCIAL REPORTS

Monica Harris, Director of Finance

15. Monthly Budget Report for the Period Ending December 31, 2021

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

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

Property Tax - We received \$2.4 million in property taxes in the month of December, resulting in \$110K or 3.46% increase over funds collected last fiscal year to date. The amount collected is 48.49% of budget, which is 2.27% more than anticipated.

Sales Tax - We received \$605K in sales tax in December, resulting in \$251K or 13.47% more than the funds collected last fiscal year to date. The amount collected is 28.88% of the \$7.3 million budgeted, which is 2.97% higher than anticipated.

Revenue (Budgetary comparison) - The target budget for operating revenue is \$8.4 million. We received \$9.6 million in revenue fiscal year to date, resulting in \$1.15 million over the target budget due to property taxes, sales taxes, service charges, and other income.

Expenditures (Budgetary comparison) - The target budget for operating expenditures is \$5.9 million. We expended \$5.2 million fiscal year to date, resulting in \$775K under the target budget.

Revenue (Prior year comparison) - Operating revenue received last year was \$8.2 million as compared to the current year's \$9.6 million, resulting in a \$1.38 million increase due to property tax, sales taxes, franchise taxes, hotel occupancy taxes, service charges, and other income.

Expenditures (Prior year comparison) - Operating expenditures last year were \$5.4 million as compared to the current year's \$5.2 million, resulting in a \$240K decrease, which relates to repair of the public safety building in the prior year.

Investments - The total market value of cash and investments on December 31, 2021 was \$50,932,536. This is allocated 5% in demand accounts, 33% in TexStar investment pool, and 62% in TexPool investment pool.

STEPHENVILLE ECONOMIC DEVELOPMENT AUTHORITY REPORT

Jeff Sandford, Executive Director

This item was removed from the agenda.

CONSENT AGENDA

16. **Approve Minutes - January 4, 2022 Regular City Council Meeting**
17. **Approve Minutes - January 13, 2022 Work Session**
18. **Approve Minutes - January 18, 2022 Special City Council Meeting**
19. **Approve a Radio System Maintenance Service Agreement for the L3 Harris Public Safety Radio System**
20. **Approve a Contract for Implementation Services with Trott Communications Related to the L3 Harris Public Safety Radio System**
21. **Approve the Expenditure of Allocated Funds for a Back-Up Landfill Dozer**
22. **Approve Interlocal Cooperation Agreement with Tarleton State University Police Department for Parking Enforcement**
23. **Approve Interlocal Agreement with Tarleton State University Police Department for Law Enforcement Dispatching Services**
24. **Approve a Cooperative Bid Purchasing Agreement with Savvik Buying Group**

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

COMMENTS BY CITY MANAGER

- February 15, 2022 – Council Committee Meetings and Special City Council Meeting
- February 18, 2022 – Last day to file for a place on the May General Election ballot
- February 21, 2022 – City offices closed for President's Day
- March 1, 2022 – Regular City Council Meeting

COMMENTS BY COUNCIL MEMBERS

LeAnn Durfey congratulated the high school athletes that have signed letters of intent to continue playing sports at the collegiate level.

Daron Trussell thanked the public for their participation in the meeting.

Ricky Thurman also thanked the public for coming to participate and be heard. He also wanted to emphasize the \$22,000,000 in Certificates of Obligation that would be used for infrastructure and improvements. He said that while the council had been discussing this for months, he wanted to make sure that everyone understood what those funds would be used for.

Alan Nix wanted to add to Mr. Thurman's comment to also explain that these funds would be used to construct a transmission line to the city's wellfield in order to ensure a safe, reliable water supply for the city. Mr. Nix also wanted to assure residents that the council's intent is, to the best of their ability, represent the best interest of the citizens of Stephenville.

Gerald Cook reiterated that the council's intent is to represent the best interest of Stephenville's residents. He added that, in addition to the water supply, Long Street and its underlying water and sewer lines would be addressed as well.

Doug Svien stated that Dr. Hurley, President of Tarleton State University, would be giving an update on the university at a future meeting. He also stated that he had appointed an ad hoc committee to meet with Tarleton representatives to discuss the construction of a new hotel and conference center.

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

25. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: tracts of real property located in the Park Place and Groesbeck & McClelland Additions to the City of Stephenville

26. Section 551.087 Deliberation Regarding Economic Development Negotiations - Project Crossing

Mayor Svien called the meeting into executive session at 6:12 p.m.

Mayor Svien called the meeting back into regular session at 6:49 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

25. Section 551.072 Deliberation Regarding Real Property - to deliberate the purchase, exchange, lease, or value of real property, to wit: tracts of real property located in the Park Place and Groesbeck & McClelland Additions to the City of Stephenville

MOTION by Alan Nix, second by Ricky Thurman, to initiate the abandonment of the following streets: Sloan Street from Harbin Drive to Saint Felix; Tarleton Street from Harbin Drive to Saint Felix; Turner Street from Harbin Drive to Saint Felix; Saint Felix from Washington Street to Sloan Street

26. Section 551.087 Deliberation Regarding Economic Development Negotiations - Project Crossing

MOTION by Daron Trussell, second by Gerald Cook, to approve the negotiation of economic development incentives for Project Crossing. MOTION CARRIED with Ricky Thurman casting a dissenting vote.

ADJOURN

The meeting was adjourned at 6:50 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary



SPECIAL CITY COUNCIL MEETING

City Hall Council Chambers, 298 West Washington Street
Tuesday, February 15, 2022 at 6:15 PM

MINUTES

The City Council of the City of Stephenville, Texas, convened on Tuesday, February 15, 2022 in the City Hall Council Chambers, 298 W. Washington, 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
- Mayor Pro Tem Brandon Huckabee

COUNCIL ABSENT:

OTHERS ATTENDING:

- Allen Barnes, City Manager
- Randy Thomas, City Attorney
- Staci King, City Secretary

CALL TO ORDER

Mayor Svien called the meeting to order at 6:15 p.m.

REGULAR AGENDA

1. Consider Approval of Resolutions of Support for Subsidized Housing Applications

Prior to the special meeting, the Development Services Committee heard presentations from the following regarding requests for Resolutions of Support for their subsidized housing applications:

Wade Bienski on behalf of Retirement Living for Seniors

Daniel Sailer, Stephenville Lofts

MOTION by Ricky Thurman, second by Alan Nix, to approve Resolution No. 2022-R-04 in support of Retirement Living for Seniors. MOTION CARRIED by the following vote:

Ayes: LeAnn Durfey, Brady Pendleton, Ricky Thurman, Alan Nix, Gerald Cook

Noes: Justin Haschke, Daron Trussell, Brandon Huckabee

MOTION by Ricky Thurman, second by Alan Nix, to approve Resolution No. 2022-R-05 in non-opposition of Stephenville Lofts. MOTION CARRIED by unanimous vote.

2. Consider Approval of an Ordinance Enacting a Tax Freeze for Residents over the age of 65 or Disabled

MOTION by Brady Pendleton, second by LeAnn Durfey, to approve Ordinance No. 2022-O-03 enacting a tax freeze for residents over the age of 65 or disabled. MOTION CARRIED by unanimous vote.

3. Consider Approval of a Resolution Authorizing a Financing Agreement for the Purpose of Procuring Police Vehicles and Related Equipment

MOTION by Ricky Thurman, second by Daron Trussell, to approve Resolution No. 2022-R-06 authorizing the financing of police vehicles. MOTION CARRIED by unanimous vote.

MOTION by Ricky Thurman, second by Alan Nix, to approve an expenditure for the purchase of police vehicle equipment as presented. MOTION CARRIED by unanimous vote.

4. Consider Acceptance of the 2021 Stephenville Police Department Racial Profiling Report

Dan Harris, Chief of Police, presented the council with the 2021 Stephenville Police Department Racial Profiling Report, as compiled by Dr. Alex Del Carmen, PhD, Del Carmen Consulting. Dr. Del Carmen's audit found that the Stephenville Police Department is in compliance and adheres to the Texas Racial Profiling Law and its requirements.

SUMMARY OF FINDINGS (pg.27) The most recent Texas Racial Profiling Law requires that police department perform data audits in order to validate the data being reported. Consistent with this requirement, the Stephenville Police Department has engaged del Carmen Consulting in order to perform these audits in a manner consistent with normative statistical practices. As shown in table 6, the audit performed has shown that the data is valid and reliable. Further, as required by law, this report also includes an analysis on the searches performed. This analysis includes information on whether contraband was found as a result of the search while controlling for race/ethnicity. The search analysis demonstrates that the police department is engaging in search practices consistent with national trends in law enforcement.

While considering the findings made in this analysis, it is recommended that the Stephenville Police Department should continue to collect and evaluate additional information on motor vehicle contact data (i.e., reason for probable cause searches, contraband detected) which may prove to be useful when determining the nature of the contacts police officers are making with all individuals.

As part of this effort, the Stephenville Police Department should continue to:

- 1) Perform an independent analysis on contact and search data in future years.
- 2) Commission data audits in 2022 in order to assess data integrity; that is, to ensure that the data collected is consistent with the data being reported.

The comprehensive analysis of the data included in this report demonstrates that the Stephenville Police Department has complied with the Texas Racial Profiling Law and all of its requirements. Further, the report demonstrates that the police department has incorporated a comprehensive racial profiling policy, currently offers information to the public on how to file a compliment or complaint, commissions quarterly data audits in order to ensure validity and reliability, collects and commissions the analysis of tier 2 data, and ensures that the practice of racial profiling will not be tolerated.

ADJOURN

The meeting was adjourned at 7:00 p.m.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary



STAFF REPORT

SUBJECT: Assessment Resolution for Steering Committee of Cities Served by Atmos Energy

DEPARTMENT: Administration

STAFF CONTACT: Allen Barnes, City Manager

PURPOSE OF THE RESOLUTION

Most municipalities have retained original jurisdiction over gas utility rates and services within municipal limits. The Atmos Cities Steering Committee (“ACSC”) is composed of 178 municipalities in the service area of Atmos Energy Corporation, Mid-Tex Division that have retained original jurisdiction. Atmos is a monopoly provider of natural gas. Because Atmos has no competitors, regulation of the rates that it charges its customers is the only way that cities can ensure that natural gas rates are fair. Working as a coalition to review the rates charged by Atmos allows cities to accomplish more collectively than each city could do acting alone. Cities have more than 100 years experience in regulating natural gas rates in Texas.

ACSC is the largest coalition of cities served by Atmos Mid-Tex. There are 178 ACSC member cities, which represent more than 60 percent of the total load served by Atmos-Mid Tex. ACSC protects the authority of municipalities over the monopoly natural gas provider and defends the interests of residential and small commercial customers within the cities. Although many of the activities undertaken by ACSC are connected to rate cases (and therefore expenses are reimbursed by the utility), ACSC also undertakes additional activities on behalf of municipalities for which it needs funding support from its members.

THE ACSC MEMBERSHIP ASSESSMENT SUPPORTS IMPORTANT ACTIVITIES

ACSC is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Atmos within the City. These activities will continue throughout the calendar year. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that ACSC be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership

EXPLANATION OF “BE IT RESOLVED PARAGRAPHS

- I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City’s membership.
- II. This paragraph authorizes payment of the City’s assessment to the Steering Committee in the amount of ten cents (\$0.05) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.
- III. This paragraph requires payment of the 2022 assessment be made and a copy of the resolution be sent to the Steering Committee.

PAYMENT OF ASSESSMENT

The assessment payment check should be made out to “Atmos Cities Steering Committee” and mailed to Brandi Stigler, Atmos Cities Steering Committee, c/o Arlington City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

RESOLUTION NO. 2022-R-XX**A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE ATMOS CITIES STEERING COMMITTEE; AND AUTHORIZING THE PAYMENT OF FIVE CENTS PER CAPITA TO THE ATMOS CITIES STEERING COMMITTEE TO FUND REGULATORY AND RELATED ACTIVITIES RELATED TO ATMOS ENERGY CORPORATION**

WHEREAS, the City of Stephenville is a regulatory authority under the Gas Utility Regulatory Act (GURA) and has exclusive original jurisdiction over the rates and services of Atmos Energy Corporation, Mid-Tex Division (Atmos) within the municipal boundaries of the city; and

WHEREAS, the Atmos Cities Steering Committee (ACSC) has historically intervened in Atmos rate proceedings and gas utility related rulemakings to protect the interests of municipalities and gas customers residing within municipal boundaries; and

WHEREAS, ACSC is participating in Railroad Commission dockets and projects, as well as court proceedings and legislative activities, affecting gas utility rates; and

WHEREAS, the City is a member of ACSC; and

WHEREAS, in order for ACSC to continue its participation in these activities which affects the provision of gas utility service and the rates to be charged, it must assess its members for such costs.

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

- I. That the City is authorized to continue its membership with the Atmos Cities Steering Committee to protect the interests of the City of Stephenville and protect the interests of the customers of Atmos Energy Corporation, Mid-Tex Division residing and conducting business within the City limits.
- II. The City is further authorized to pay its 2022 assessment to the ACSC in the amount of five cents (\$0.05) per capita.
- III. A copy of this Resolution and approved assessment fee payable to "Atmos Cities Steering Committee" shall be sent to: Brandi Stigler, Atmos Cities Steering Committee, c/o Arlington City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010

PASSED AND APPROVED this 1st day of March, 2022.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Reviewed by Allen L. Barnes,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality



STAFF REPORT

SUBJECT: Assessment Resolution for Steering Committee of Cities Served by Oncor

DEPARTMENT: Administration

STAFF CONTACT: Allen Barnes, City Manager

PURPOSE OF THE RESOLUTION

The City of Stephenville is a member of a 162-member city coalition known as the Steering Committee of Cities Served by Oncor (Steering Committee). The resolution approves the assessment of a ten cent (\$0.10) per capita fee to fund the activities of the Steering Committee.

WHY THE RESOLUTION IS NECESSARY

The Steering Committee undertakes activities on behalf of municipalities for which it needs funding support from its members. Municipalities have original jurisdiction over the electric distribution rates and services within the city. The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s. Empowered by city resolutions and funded by per capita assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, ERCOT, the courts, and the Legislature on electric utility regulation matters for over three decades.

The Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery Company, LLC within the City. Steering Committee representation is also strong at ERCOT. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that the Steering Committee be able to fund its participation on behalf of its member cities. A per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

EXPLANATION OF "BE IT RESOLVED PARAGRAPHS

- I. The City is currently a member of the Steering Committee; this paragraph authorizes the continuation of the City's membership.
- II. This paragraph authorizes payment of the City's assessment to the Steering Committee in the amount of ten cents (\$0.10) per capita, based on the population figure for the City as shown in the latest TML Directory of City Officials.
- III. This paragraph requires payment of the 2022 assessment be made and a copy of the resolution be sent to the Steering Committee.

PAYMENT OF ASSESSMENT

A copy of the resolution should be mailed with payment of the fee to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010. Checks should be made payable to: Steering Committee of Cities Served by Oncor.

RESOLUTION NO. 2022-R-XX

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF TEN CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

WHEREAS, the City of Stephenville is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the city; and

WHEREAS, the Steering Committee of Cities Served By Oncor (Steering Committee) has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and

WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and

WHEREAS, the City is a member of the Steering Committee; and

WHEREAS, the Steering Committee functions under the direction of an Executive Committee which sets an annual budget and directs interventions before state and federal agencies, courts and legislatures, subject to the right of any member to request and cause its party status to be withdrawn from such activities; and

WHEREAS, the Steering Committee at its December 2021 meeting set a budget for 2022 that compels an assessment of ten cents (\$0.10) per capita; and

WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

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

- I. That the City is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the City of Stephenville and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the City limits.
- II. The City is further authorized to pay its assessment to the Steering Committee of ten cents (\$0.10) per capita based on the population figures for the City shown in the latest TML Directory of City Officials.
- III. A copy of this Resolution and the assessment payment check made payable to "Steering Committee of Cities Served by Oncor" shall be sent to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

PASSED AND APPROVED this 1st day of March, 2022.

Doug Svien, Mayor

ATTEST:

Staci L. King, City Secretary

Reviewed by Allen L. Barnes,
City Manager

Randy Thomas, City Attorney
Approved as to form and legality