



CITY COUNCIL MEETING AUGUST 12, 2025 AGENDA

**LOCATION CHANGE: Trinity Christian Academy Eagle Gymnasium, 4954 E Interstate
20 Service Rd S Willow Park, TX 76087**

Tuesday, August 12, 2025 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

PLEDGE OF ALLEGIANCE AND INVOCATION

PUBLIC COMMENTS (Limited to three minutes per person)

Residents may address the Council regarding an item that is not listed on the agenda. Residents must complete a speaker form and turn it in to the City Secretary five (5) minutes before the start of the meeting. to five (5) minutes for each speaker provided that there are no more than ten (10) speakers. If there are more than ten (10) speakers, the Mayor and/or the City Council may reduce the applicable time limits to speak to three (3) minutes. The Texas Open Meetings Act provides the following:

A. If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) A statement of specific factual information given in response to the inquiry; or
- (2) A recitation of existing policy in response to the inquiry.

B. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

REGULAR AGENDA ITEMS

- 1. Discussion/Action: appoint a Mayor Pro Tem and Alternate Mayor Pro Tem.
(Greg Runnebaum)**
- 2. Discussion/Action: Amend Ordinance 740-19 changing the City Attorney to an
Officer of the City and reporting to City Council (Bryan Grimes)**
- 3. Discussion/Action: Consider approval of Engagement Letter for Interim City
Attorney Services (Chawn Gilliland).**
- 4. 3rd Quarter Financial Update - CPA Jake Weber**
- 5. Budget Update for Fiscal Year 2025-2026. (Staff)**

6. Discussion/Action: to allow Developer and Staff to proceed with the creation of the Development Agreement for the proposed residential development consisting of approximate 82.37-acres, situated in the McCarver Survey, Abstract 910, the W. Franklin Survey, Abstract Number 468, The M.M. Edwards Survey, Abstract 1955, & the J.B. Wynn Survey, Abstract 1637, a portion being within the Extraterritorial Jurisdiction and remainder within the city limits of the City of Willow Park, Parker County, Texas.
7. Discussion/Action: to consider approval of Christmas Lighting Contract with Murphy Christmas Lights in the amount of \$46,955.16 (Nathan Crummel/Staff)
8. Discussion/Action: for Approval of Contract Proposal for Professional Services by Westwood Professional Services, Inc. for TXDOT Green Ribbon Grant Program Award in the amount of \$80,000 (Staff)
9. Consideration/Action: to appoint 2025 Planning & Zoning Commissioners for Place No. 2 and Alternate. (Staff)
10. Discussion/Action: consider approval of 2016 Chevrolet Tahoe PPV vehicle as surplus and approval to sale to Aledo ISD Police or send to auction. (Lt. Hamilton)
11. Discussion/Action: Consider approval of 2025-2026 agreement for police radio dispatching service by Parker County. (Chief Lacy)
12. Proclamation on the next step enabling the City of Willow Park to adopt a Home Rule Charter (Mayor Teresa Palmer)

EXECUTIVE SESSION *It is anticipated that all, or a portion of the discussion of the foregoing item will be conducted in closed executive session under authority of the Section 551 of the Texas Open Meetings Act. However, no action will be taken on this item until the City Council reconvenes in open session.*

13. Section 551.071, Consultation with Attorney, Section 551.87, Economic Development Negotiations, Pulido's 380 agreement (Staff)
14. Section 551.071, Consultation with Attorney; Section 551.87 Far Out Hospitality 380 Agreement (Staff)
15. Section 551. 071, Consultation with City Attorney; Section 551.87, Economic Development Negotiations, proposed residential development consisting of approximate 82.37-acres, situated in the McCarver Survey, Abstract 910, the W. Franklin Survey, Abstract Number 468, The M.M. Edwards Survey, Abstract 1955, & the J.B. Wynn Survey, Abstract 1637, a portion being within the Extraterritorial Jurisdiction and remainder within the city limits of the City of Willow Park, Parker County, Texas (Chawn Gilliland)
16. Section 551. 071, Consultation with City Attorney; Section 551.87, Economic Development Negotiations, Dean Ranch Development (Chawn Gilliland)

17. **Section 551.071, Consultation with Attorney; Section 551.074 Personnel Matters - City Manager Bryan Grimes (Chawn Gilliland)**
18. **Section 551.071, Consultation with Attorney; Section 551.074 Personnel Matters, Interim City Manager (Mayor Teresa Palmer)**

RECONVENE *into Open Session and consider action, if any, on the item discussed in Executive Session.*

19. **Discussion/Action: Possible Terms of Severance Agreement for City Manager Bryan Grimes (Mayor Teresa Palmer and Chawn Gilliland)**
20. **Discussion/Action: City Council may discuss appointment of Interim City Manager with terms/agreement.**

INFORMATIONAL COMMENTS

21. **Council Comments**
22. **City Manager Comments**
23. **Mayor Teresa Palmer Comments**

ADJOURNMENT

As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.

The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, § 551.071; (2) discussing the purchase, exchange, lease, or value of real property, § 551.072; (3) discussing a prospective gift or donation, § 551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, § 551.076.

CERTIFICATION I, the undersigned authority, do hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: August 08, 2025, at 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Deana McMullen
City Secretary

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at dmcmullen@willowpark.org. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at <http://www.willowparktx.gov/>



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 8/12/25	Department: Finance	Presented By: Jake Weber
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AGENDA ITEM:
Financial update by Jake Weber, CPA.

BACKGROUND:
Review and provide an update on the 3rd fiscal quarter 2024-2025 financial activity of the city.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:
Financial Reports as of June 30, 2025.

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$-0-
	Source of Funding	\$-0-



City of Willow Park
Financial Update
Financial Reports as of June 30, 2025

Item 4.

Financial Highlights			
	General	Water	Wastewater
-FYTD 2024-2025 Revenue Actual	\$ 4,584,834	\$ 2,874,578	\$ 1,667,337
-FYTD 2024-2025 Expense Actual	3,908,545	3,377,005	1,383,513
-FYTD 2024-2025 Net Change	\$ 676,289	\$ (502,427)	\$ 283,824
-FY 2024-2025 Revenue Budget	\$ 5,699,910	\$ 3,970,418	\$ 1,819,396
-FY 2024-2025 Expense Budget	\$ 5,422,611	\$ 3,950,014	\$ 1,808,624
-FYTD 2024-2025 Revenue - Actual to Budget %	80%	72%	92%
-FYTD 2024-2025 Expense - Actual to Budget %	72%	85%	76%

Capital Project Tracker			
	Fort Worth Water Line (100%)	Wastewater Package Plant	Water/Sewer Line Extension
Original Net Bond Proceeds	\$ 20,040,000	\$ 18,130,000	\$ 5,000,000
Interest Earned to Date	194,843	1,136,441	-
Costs Incurred to Date	(19,215,830)	(12,304,886)	(220,335)
Remaining to Spend	\$ 1,019,013	\$ 6,961,555	\$ 4,779,665

YTD Activity vs Prior Year			
	Oct - June 2025	Oct - June 2024	Change
<u>General Fund</u>			
Revenue			
Property Tax & Other Taxes	\$ 3,555,786	\$ 3,188,410	\$ 367,376
Franchise Fees	221,192	228,057	(6,865)
Development & Permit Fees	267,502	435,651	(168,149)
Fines & Forfeitures/Other Revenue	540,354	472,507	67,847
Expenses			
Personnel Expense	2,322,263	2,106,002	216,261
Supplies (Maintenance & Operations)	343,099	265,285	77,814
Utilities	90,947	72,726	18,221
Operational & Contractual Services	907,943	1,070,140	(162,197)
Capital Outlay & Interfund Transfer	244,293	69,443	174,850
Net Income (Loss)	\$ 676,289	\$ 741,029	\$ (64,740)
<u>Water & Wastewater Funds</u>			
Revenue	\$ 4,541,915	\$ 4,378,965	\$ 162,950
Expense			
Personnel Expense	947,200	928,881	18,319
Supplies (Maintenance & Operations)	344,657	394,402	(49,745)
Utilities	159,481	193,256	(33,775)
Operational & Contractual Services	668,504	558,139	110,365
Capital Outlay/Debt Service	2,640,676	2,071,135	569,541
Net Income (Loss)	\$ (218,603)	\$ 233,152	\$ (451,755)

**City of Willow Park
Bank Account Balances**

Item 4.

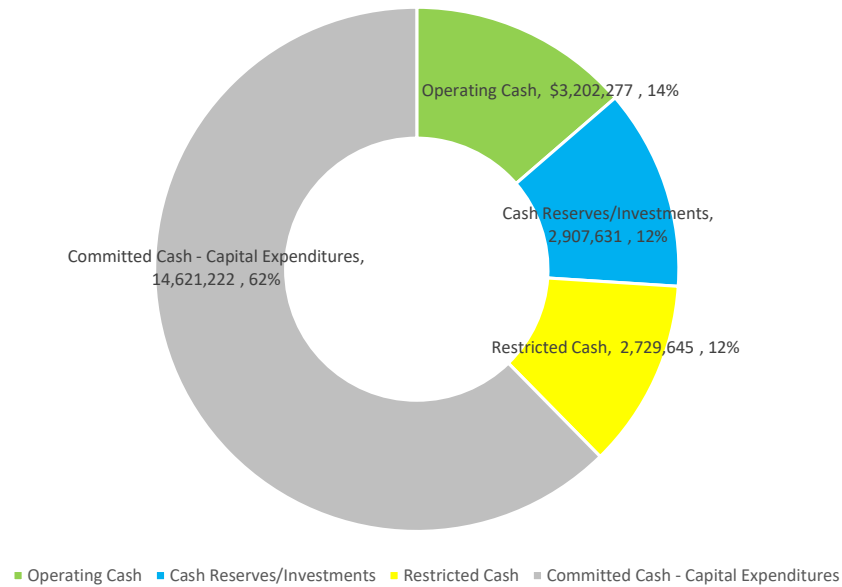
	6/30/2025	3/31/2025	9/30/2024
<u>General Fund</u>			
Operating Cash - General	\$ 1,458,906	\$ 1,716,048	\$ 925,106
General Fund Cash Reserve	265,416	262,998	258,017
TexStar General Fund Investment	1,006,348	995,629	973,379
Police Holding Fund	5,173	5,126	5,029
General Fund CD - 65686	142,101	141,097	138,144
	<u>2,877,944</u>	<u>3,120,898</u>	<u>2,299,675</u>
<u>Water Fund</u>			
Operating Cash - Water	264,805	1,095,697	319,871
Water Cash - Project Funds	1,279,665	-	-
Water Cash Reserve	480	139,655	286,097
Water Impact Fees	573,616	567,578	479,292
TWDB I&S Water	109,289	109,223	314,139
Water Capital Improvements (52%)	270,042	267,582	262,552
UMB TWDB Escrow (52%)	259,845	257,440	252,341
TexStar Water Investment	1,432,445	1,714,933	1,676,608
Water Deposits - 56788	112,850	112,304	111,034
	<u>4,303,036</u>	<u>4,264,412</u>	<u>3,701,934</u>
<u>Wastewater Fund</u>			
Operating Cash - Wastewater	370,178	3,538,692	377,640
Wastewater Cash - Project Funds	3,500,000	-	-
Wastewater Package Plant	-	-	124,645
Wastewater Impact Fees	346,344	342,674	282,859
TWDB I&S Wastewater	119,267	119,031	170,447
US Bank CO S21	1,184,857	1,172,405	1,146,413
FFB CO S21	1,520,742	3,232,096	7,654,350
Wastewater Capital Improvements	4,380,601	4,340,700	4,135,498
TexStar Wastewater	60,841	60,193	58,848
	<u>11,482,831</u>	<u>12,805,792</u>	<u>13,950,699</u>
<u>Other Funds</u>			
Operating Cash - Solid Waste	410,214	467,434	419,513
Operating Cash - Drainage Fund	1,388,395	1,272,935	1,334,151
Construction Fund - Building	13,316	13,193	12,943
Construction Fund - Roads	1,521,933	2,146	3,236
Debt Service (I&S)	536,486	513,867	77,477
Operating Cash - Court Security	69,135	67,259	64,021
Operating Cash - Court Technology	71,755	70,211	67,568
Operating Cash - General (Police Training)	4,447	4,447	4,447
Operating Cash - Police Contributions	544	544	544
Operating Cash - JE Fee	1,338	1,236	935
Operating Cash - Truancy Prevention	37,682	35,768	32,464
Police Seizure (Federal)	0	0	0
Police Seizure (State)	6,859	6,797	5,072
Tourism	548,974	518,327	632,149
TIRZ Reimbursement Fund	2,522	410,745	7,498
First Responder	129,000	127,825	125,394
TexStar Parks & Recreation	54,364	53,785	52,583
	<u>4,796,964</u>	<u>3,566,519</u>	<u>2,839,996</u>
Total Cash	\$ 23,460,775	\$ 23,757,621	\$ 22,792,303



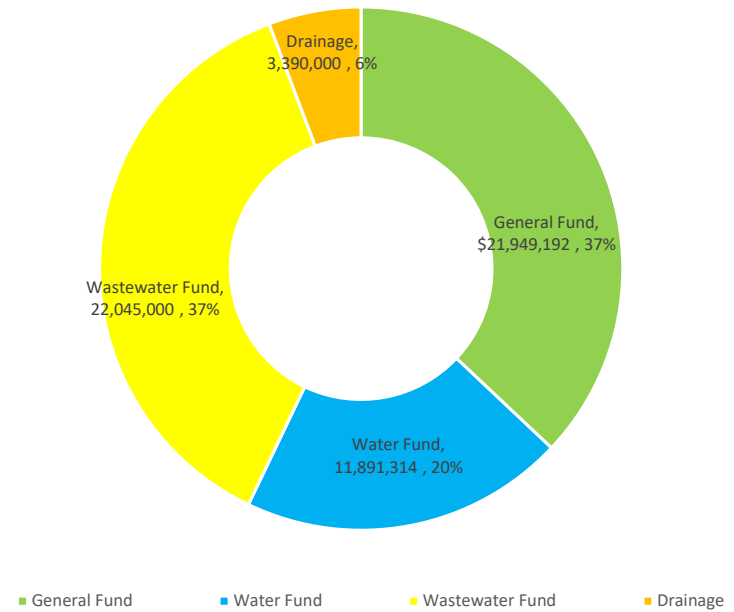
City of Willow Park
Key Metrics & Trends
As of June 30, 2025

Item 4.

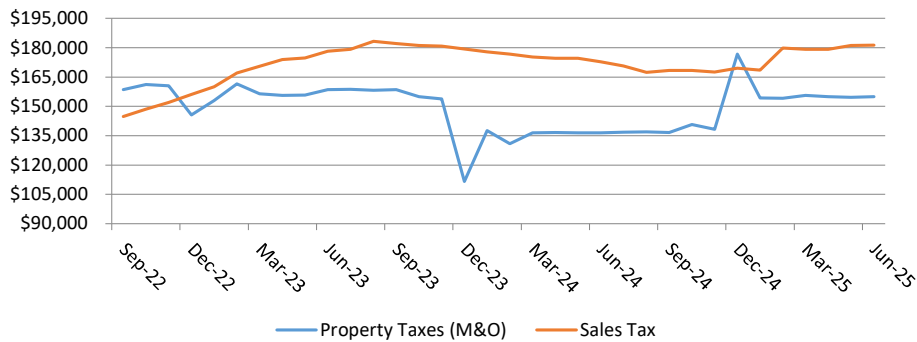
Cash Balances as of June 30, 2025



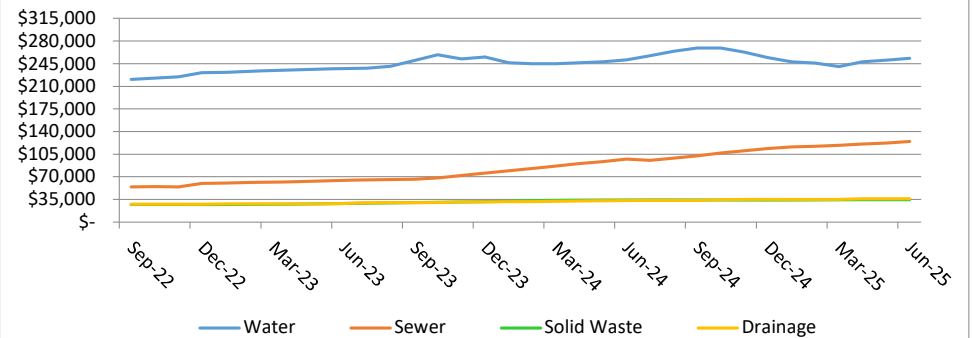
Debt Balance by Fund as of June 30, 2025



General Fund Tax Revenues (12 M Moving Avg)



User Charge Billings (12 M Moving Avg)





Willow Park, TX

Detail vs Budget Report
Account Summary

Item 4.

Date Range: 10/01/2024 - 06/30/2025

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL FUND							
Revenue							
Fund: 10 - GENERAL FUND							
Group: 10 - TAXES							
10-001-46000	M & O TAX	-1,858,385.00	0.00	-1,847,628.25	-1,847,628.25	-10,756.75	-0.58%
10-001-46001	SALES TAX	-2,050,000.00	0.00	-1,679,564.89	-1,679,564.89	-370,435.11	-18.07%
10-001-46002	MIXED BEVERAGE TAX	-45,000.00	0.00	-28,593.17	-28,593.17	-16,406.83	-36.46%
10-001-46003	AUTO/TRAILER TAXES	-325.00	0.00	0.00	0.00	-325.00	-100.00%
10-001-46007	DELINQUENT TAXES	-6,977.00	0.00	0.00	0.00	-6,977.00	-100.00%
10 - TAXES Totals:		-3,960,687.00	0.00	-3,555,786.31	-3,555,786.31	-404,900.69	-10.22%
Group: 12 - FRANCHISE FEES							
10-001-46020	ONCOR ELECTRIC FRANCHISE	-225,000.00	0.00	-211,132.53	-211,132.53	-13,867.47	-6.16%
10-001-46021	A T & T FRANCHISE	-10,000.00	0.00	-5,632.15	-5,632.15	-4,367.85	-43.68%
10-001-46022	TEXAS GAS FRANCHISE	-7,500.00	0.00	0.00	0.00	-7,500.00	-100.00%
10-001-46025	MISC. FRANCHISE	-5,000.00	0.00	-3,922.87	-3,922.87	-1,077.13	-21.54%
10-001-46027	MESH NET	-3,024.00	0.00	-504.00	-504.00	-2,520.00	-83.33%
10-001-46028	WATER FRANCHISE FEE	-129,978.00	0.00	0.00	0.00	-129,978.00	-100.00%
10-001-46029	WASTEWATER FRANCHISE FEE	-37,220.00	0.00	0.00	0.00	-37,220.00	-100.00%
12 - FRANCHISE FEES Totals:		-417,722.00	0.00	-221,191.55	-221,191.55	-196,530.45	-47.05%
Group: 15 - ADMINISTRATIVE FEES							
10-001-46005	INTEREST REVENUE	-75,000.00	0.00	-87,955.91	-87,955.91	12,955.91	17.27%
10-003-46091	TABC PERMIT FEE	0.00	0.00	-200.00	-200.00	200.00	0.00%
10-005-46036	OPEN RECORD REQUEST FEES	-150.00	0.00	-50.00	-50.00	-100.00	-66.67%
10-007-46053	ACCIDENT REPORTS	-600.00	0.00	-98.40	-98.40	-501.60	-83.60%
10-007-46087	CREDIT CARD FEES	0.00	0.00	-3,209.76	-3,209.76	3,209.76	0.00%
15 - ADMINISTRATIVE FEES Totals:		-75,750.00	0.00	-91,514.07	-91,514.07	15,764.07	20.81%
Group: 20 - LICENSES & PERMITS							
10-003-46023	CERTIFICATE OF OCCUPANCY	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
10-003-46070	BUILDING PERMITS	-600,000.00	0.00	-162,900.91	-162,900.91	-437,099.09	-72.85%
10-003-46071	HEALTH PERMITS	-12,500.00	0.00	-9,100.00	-9,100.00	-3,400.00	-27.20%
10-003-46073	REGISTRATION FEES	0.00	0.00	-500.00	-500.00	500.00	0.00%
10-003-46075	OSSF PERMITS	-1,200.00	0.00	-6,000.00	-6,000.00	4,800.00	400.00%
10-003-46077	PLAN REVIEW	-50,000.00	0.00	-58,224.17	-58,224.17	8,224.17	16.45%
10-003-46079	BACKFLOW INSPECTIONS	-1,500.00	0.00	0.00	0.00	-1,500.00	-100.00%
10-003-46080	RE - INSPECTION	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
10-003-46081	SPECIAL EVENT PERMITS	-300.00	0.00	-850.00	-850.00	550.00	183.33%
10-003-46082	REVIEWS/ REQUESTS	-600.00	0.00	0.00	0.00	-600.00	-100.00%

Detail vs Budget Report

Date Range: 10/01/2024 -

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-003-46089	IRRIGATION	0.00	0.00	-2,625.00	-2,625.00	2,625.00	0.00%
10-003-46095	ALARM PERMIT FEES	-3,000.00	0.00	-7,250.00	-7,250.00	4,250.00	141.67%
10-003-46099	FIRE SPRINKLER	-7,500.00	0.00	-6,550.00	-6,550.00	-950.00	-12.67%
10-003-46105	ZONING/RE-ZONING	0.00	0.00	-357.96	-357.96	357.96	0.00%
10-003-46106	PLATS/RE-PLATS	-5,000.00	0.00	-12,068.66	-12,068.66	7,068.66	141.37%
10-004-46114	FIRE INSPECTIONS	0.00	0.00	-800.00	-800.00	800.00	0.00%
10-007-46095	ALARM PERMIT FEES	0.00	0.00	-275.00	-275.00	275.00	0.00%
20 - LICENSES & PERMITS Totals:		-683,600.00	0.00	-267,501.70	-267,501.70	-416,098.30	-60.87%
Group: 25 - FINES & FORFITURES							
10-006-46060	NON-PARKING	-215,000.00	0.00	-128,329.54	-128,329.54	-86,670.46	-40.31%
10-006-46061	PARKING	-1,000.00	0.00	-600.00	-600.00	-400.00	-40.00%
10-006-46062	WARRANTS/CAPIAS	-1,300.00	0.00	0.00	0.00	-1,300.00	-100.00%
10-006-46063	STATE LAW - CLASS C	-15,000.00	0.00	-6,070.70	-6,070.70	-8,929.30	-59.53%
10-006-46064	COURT ADMINISTRATION FEES	-10,000.00	0.00	-13,460.05	-13,460.05	3,460.05	34.60%
10-006-46065	COURT SECURITY FEE	-4,700.00	0.00	0.00	0.00	-4,700.00	-100.00%
10-006-46066	TIME PAYMENT	-400.00	0.00	0.00	0.00	-400.00	-100.00%
10-006-46067	MC TECH FEE	-6,700.00	0.00	0.00	0.00	-6,700.00	-100.00%
10-006-46085	SEAT BELT	-500.00	0.00	0.00	0.00	-500.00	-100.00%
25 - FINES & FORFITURES Totals:		-254,600.00	0.00	-148,460.29	-148,460.29	-106,139.71	-41.69%
Group: 35 - OTHER REVENUE							
10-001-46041	REFUNDS/BANK CREDITS	-100.00	0.00	-2,006.40	-2,006.40	1,906.40	1,906.40%
10-001-46046	OTHER REIMBURSEABLES	-200.00	0.00	0.00	0.00	-200.00	-100.00%
10-001-46047	BOND PROCEEDS	0.00	0.00	-11,068.57	-11,068.57	11,068.57	0.00%
10-001-46109	RENTAL INCOME	-250,000.00	0.00	-185,321.87	-185,321.87	-64,678.13	-25.87%
10-005-46024	SPECIAL EVENT SPONSORSHIP	0.00	0.00	-1,059.20	-1,059.20	1,059.20	0.00%
10-005-46042	MISCELLANEOUS	-1,100.00	0.00	0.00	0.00	-1,100.00	-100.00%
10-006-46042	MISCELLANEOUS	0.00	0.00	-1,332.43	-1,332.43	1,332.43	0.00%
10-007-46050	POLICE TRAINING	0.00	0.00	1,005.03	1,005.03	-1,005.03	0.00%
10-007-46051	POLICE CONTRIBUTIONS	0.00	0.00	-73.00	-73.00	73.00	0.00%
10-007-46088	SALE OF ASSETS	0.00	0.00	-23,075.00	-23,075.00	23,075.00	0.00%
10-007-46093	GRANT FUNDS	0.00	0.00	-3,441.67	-3,441.67	3,441.67	0.00%
10-007-46103	SCHOOL RESOURCE OFFICER FUNDING	-56,151.00	0.00	-66,041.28	-66,041.28	9,890.28	17.61%
10-007-46110	OPIOID ABATEMENT FUNDS	0.00	0.00	-7,966.08	-7,966.08	7,966.08	0.00%
35 - OTHER REVENUE Totals:		-307,551.00	0.00	-300,380.47	-300,380.47	-7,170.53	-2.33%
10 - GENERAL FUND Totals:		-5,699,910.00	0.00	-4,584,834.39	-4,584,834.39	-1,115,075.61	-19.56%
Revenue Totals:		-5,699,910.00	0.00	-4,584,834.39	-4,584,834.39	-1,115,075.61	-19.56%
Expense							
Fund: 10 - GENERAL FUND							
Group: 50 - PERSONNEL							
10-001-58100	SALARIES	186,895.00	0.00	144,444.31	144,444.31	42,450.69	22.71%
10-001-58101	PAYROLL EXPENSE	2,710.00	0.00	2,112.96	2,112.96	597.04	22.03%
10-001-58102	WORKERS COMPENSATION	1,124.00	0.00	726.87	726.87	397.13	35.33%

Detail vs Budget Report

Date Range: 10/01/2024 -

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-001-58103	HEALTH INSURANCE	58,788.00	0.00	15,501.28	15,501.28	43,286.72	73.63%
10-001-58104	RETIREMENT	64,255.00	0.00	24,554.75	24,554.75	39,700.25	61.79%
10-001-58105	UNEMPLOYMENT INSURANCE	360.00	0.00	132.64	132.64	227.36	63.16%
10-001-58107	CELL PHONE STIPEND	2,820.00	0.00	1,105.32	1,105.32	1,714.68	60.80%
10-001-58125	DENTAL INSURANCE	3,660.00	0.00	940.57	940.57	2,719.43	74.30%
10-001-58126	LIFE INSURANCE	692.00	0.00	146.96	146.96	545.04	78.76%
10-001-58129	LONGEVITY PAY	1,200.00	0.00	0.00	0.00	1,200.00	100.00%
10-001-58130	VISION INSURANCE	690.00	0.00	147.93	147.93	542.07	78.56%
10-003-58100	SALARIES	428,716.00	0.00	307,340.56	307,340.56	121,375.44	28.31%
10-003-58101	PAYROLL EXPENSE	5,999.00	0.00	4,346.15	4,346.15	1,652.85	27.55%
10-003-58102	WORKERS COMPENSATION	1,405.00	0.00	969.18	969.18	435.82	31.02%
10-003-58103	HEALTH INSURANCE	19,608.00	0.00	30,805.49	30,805.49	-11,197.49	-57.11%
10-003-58104	RETIREMENT	52,937.00	0.00	52,485.31	52,485.31	451.69	0.85%
10-003-58105	UNEMPLOYMENT INSURANCE	270.00	0.00	290.05	290.05	-20.05	-7.43%
10-003-58107	CELL PHONE STIPEND	1,620.00	0.00	706.18	706.18	913.82	56.41%
10-003-58125	DENTAL INSURANCE	1,800.00	0.00	1,144.09	1,144.09	655.91	36.44%
10-003-58126	LIFE INSURANCE	519.00	0.00	375.88	375.88	143.12	27.58%
10-003-58129	LONGEVITY PAY	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
10-003-58130	VISION INSURANCE	450.00	0.00	222.39	222.39	227.61	50.58%
10-004-58100	SALARIES	205,666.00	0.00	159,589.61	159,589.61	46,076.39	22.40%
10-004-58101	PAYROLL EXPENSE	2,939.00	0.00	2,332.47	2,332.47	606.53	20.64%
10-004-58102	WORKERS COMPENSATION	7,933.00	0.00	5,782.65	5,782.65	2,150.35	27.11%
10-004-58103	HEALTH INSURANCE	19,608.00	0.00	870.93	870.93	18,737.07	95.56%
10-004-58104	RETIREMENT	37,838.00	0.00	27,658.57	27,658.57	10,179.43	26.90%
10-004-58105	UNEMPLOYMENT INSURANCE	180.00	0.00	134.31	134.31	45.69	25.38%
10-004-58109	CERTIFICATE PAY	6,500.00	0.00	2,375.00	2,375.00	4,125.00	63.46%
10-004-58125	DENTAL INSURANCE	1,200.00	0.00	563.16	563.16	636.84	53.07%
10-004-58126	LIFE INSURANCE	346.00	0.00	174.80	174.80	171.20	49.48%
10-004-58127	PHYSICALS & GYM MEMBERSHIPS	1,000.00	0.00	665.98	665.98	334.02	33.40%
10-004-58129	LONGEVITY PAY	600.00	0.00	0.00	0.00	600.00	100.00%
10-004-58130	VISION INSURANCE	180.00	0.00	109.44	109.44	70.56	39.20%
10-005-58100	SALARIES	84,893.00	0.00	42,239.36	42,239.36	42,653.64	50.24%
10-005-58101	PAYROLL EXPENSE	1,231.00	0.00	615.06	615.06	615.94	50.04%
10-005-58102	WORKERS COMPENSATION	281.00	0.00	242.29	242.29	38.71	13.78%
10-005-58103	HEALTH INSURANCE	9,804.00	0.00	5,503.91	5,503.91	4,300.09	43.86%
10-005-58104	RETIREMENT	14,593.00	0.00	7,184.09	7,184.09	7,408.91	50.77%
10-005-58105	UNEMPLOYMENT INSURANCE	90.00	0.00	67.17	67.17	22.83	25.37%
10-005-58107	CELL PHONE STIPEND	249.00	0.00	83.08	83.08	165.92	66.63%
10-005-58125	DENTAL INSURANCE	600.00	0.00	192.66	192.66	407.34	67.89%
10-005-58126	LIFE INSURANCE	173.00	0.00	59.80	59.80	113.20	65.43%
10-005-58129	LONGEVITY PAY	300.00	0.00	0.00	0.00	300.00	100.00%
10-005-58130	VISION INSURANCE	90.00	0.00	0.00	0.00	90.00	100.00%
10-006-58100	SALARIES	112,752.00	0.00	81,904.42	81,904.42	30,847.58	27.36%
10-006-58101	PAYROLL EXPENSE	1,635.00	0.00	1,211.81	1,211.81	423.19	25.88%

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10-006-58102	WORKERS COMPENSATION	562.00	0.00	484.58	484.58	77.42	13.78%
10-006-58103	HEALTH INSURANCE	19,608.00	0.00	15,249.78	15,249.78	4,358.22	22.23%
10-006-58104	RETIREMENT	18,866.00	0.00	14,347.98	14,347.98	4,518.02	23.95%
10-006-58105	UNEMPLOYMENT INSURANCE	180.00	0.00	135.81	135.81	44.19	24.55%
10-006-58107	CELL PHONE STIPEND	249.00	0.00	394.63	394.63	-145.63	-58.49%
10-006-58109	CERTIFICATE PAY	221.00	0.00	349.79	349.79	-128.79	-58.28%
10-006-58125	DENTAL INSURANCE	1,200.00	0.00	573.88	573.88	626.12	52.18%
10-006-58126	LIFE INSURANCE	346.00	0.00	178.16	178.16	167.84	48.51%
10-006-58129	LONGEVITY PAY	600.00	0.00	0.00	0.00	600.00	100.00%
10-006-58130	VISION INSURANCE	180.00	0.00	111.25	111.25	68.75	38.19%
10-006-58132	BAILIFF DUTIES	3,000.00	0.00	1,977.66	1,977.66	1,022.34	34.08%
10-007-58100	SALARIES	1,253,771.00	0.00	896,767.82	896,767.82	357,003.18	28.47%
10-007-58101	PAYROLL EXPENSE	17,876.00	0.00	13,177.95	13,177.95	4,698.05	26.28%
10-007-58102	WORKERS COMPENSATION	74,197.00	0.00	28,870.99	28,870.99	45,326.01	61.09%
10-007-58103	HEALTH INSURANCE	166,668.00	0.00	148,766.61	148,766.61	17,901.39	10.74%
10-007-58104	RETIREMENT	201,958.00	0.00	148,457.99	148,457.99	53,500.01	26.49%
10-007-58105	UNEMPLOYMENT INSURANCE	1,530.00	0.00	1,452.46	1,452.46	77.54	5.07%
10-007-58107	CELL PHONE STIPEND	249.00	0.00	0.00	0.00	249.00	100.00%
10-007-58109	CERTIFICATE PAY	2,100.00	0.00	3,146.18	3,146.18	-1,046.18	-49.82%
10-007-58110	OVERTIME	58,000.00	0.00	54,158.76	54,158.76	3,841.24	6.62%
10-007-58125	DENTAL INSURANCE	10,200.00	0.00	4,390.82	4,390.82	5,809.18	56.95%
10-007-58126	LIFE INSURANCE	2,940.00	0.00	1,362.84	1,362.84	1,577.16	53.64%
10-007-58127	PHYSICALS & GYM MEMBERSHIPS	2,000.00	0.00	3,803.00	3,803.00	-1,803.00	-90.15%
10-007-58129	LONGEVITY PAY	5,100.00	0.00	0.00	0.00	5,100.00	100.00%
10-007-58130	VISION INSURANCE	1,530.00	0.00	798.83	798.83	731.17	47.79%
10-008-58100	SALARIES	0.00	0.00	445.35	445.35	-445.35	0.00%
10-008-58103	HEALTH INSURANCE	0.00	0.00	14.00	14.00	-14.00	0.00%
10-009-58100	SALARIES	63,000.00	0.00	46,038.50	46,038.50	16,961.50	26.92%
10-009-58101	PAYROLL EXPENSE	914.00	0.00	639.97	639.97	274.03	29.98%
10-009-58102	WORKERS COMPENSATION	281.00	0.00	0.00	0.00	281.00	100.00%
10-009-58103	HEALTH INSURANCE	9,804.00	0.00	84.64	84.64	9,719.36	99.14%
10-009-58104	RETIREMENT	10,667.00	0.00	7,479.79	7,479.79	3,187.21	29.88%
10-009-58105	UNEMPLOYMENT INSURANCE	90.00	0.00	119.82	119.82	-29.82	-33.13%
10-009-58107	CELL PHONE STIPEND	249.00	0.00	0.00	0.00	249.00	100.00%
10-009-58125	DENTAL INSURANCE	600.00	0.00	281.58	281.58	318.42	53.07%
10-009-58126	LIFE INSURANCE	173.00	0.00	87.40	87.40	85.60	49.48%
10-009-58129	LONGEVITY PAY	300.00	0.00	0.00	0.00	300.00	100.00%
10-009-58130	VISION INSURANCE	90.00	0.00	54.72	54.72	35.28	39.20%
50 - PERSONNEL Totals:		3,277,998.00	0.00	2,322,262.98	2,322,262.98	955,735.02	29.16%
Group: 55 - SUPPLIES							
10-001-58200	POSTAGE & SHIPPING	2,070.00	0.00	3,000.00	3,000.00	-930.00	-44.93%
10-001-58201	OFFICE SUPPLIES	4,658.00	0.00	3,220.08	3,220.08	1,437.92	30.87%
10-001-58202	FLOWERS/GIFTS/PLAQUES	2,070.00	0.00	271.11	271.11	1,798.89	86.90%

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10-001-58203	BASIC OPERATING SUPPLIES	0.00	0.00	9,874.56	9,874.56	-9,874.56	0.00%
10-001-58204	PRINTING & BINDING	0.00	0.00	667.82	667.82	-667.82	0.00%
10-001-58205	MINOR EQUIPMENT: OFFICE	533.00	0.00	10.06	10.06	522.94	98.11%
10-001-58207	MV REPAIR & MAINTENANCE	0.00	0.00	10.35	10.35	-10.35	0.00%
10-001-58208	UNIFORMS & SUPPLIES	311.00	0.00	266.61	266.61	44.39	14.27%
10-001-58214	FINANCE CHARGES	2,500.00	0.00	842.46	842.46	1,657.54	66.30%
10-001-58223	EQUIPMENT	533.00	0.00	0.00	0.00	533.00	100.00%
10-001-58265	FACILITIES MAINT SUPPLIES	515.00	0.00	178.87	178.87	336.13	65.27%
10-001-58268	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	44.31	44.31	-44.31	0.00%
10-001-58269	PROMOTIONAL SUPPLIES	0.00	0.00	70.30	70.30	-70.30	0.00%
10-001-58270	MV FUEL	0.00	0.00	239.70	239.70	-239.70	0.00%
10-003-58200	POSTAGE & SHIPPING	515.00	0.00	0.00	0.00	515.00	100.00%
10-003-58201	OFFICE SUPPLIES	3,000.00	0.00	393.31	393.31	2,606.69	86.89%
10-003-58202	FLOWERS/GIFTS/PLAQUES	100.00	0.00	64.94	64.94	35.06	35.06%
10-003-58203	BASIC OPERATING SUPPLIES	750.00	0.00	1,013.13	1,013.13	-263.13	-35.08%
10-003-58204	PRINTING & BINDING	300.00	0.00	0.00	0.00	300.00	100.00%
10-003-58205	MINOR EQUIPMENT: OFFICE	400.00	0.00	0.00	0.00	400.00	100.00%
10-003-58207	MV REPAIR & MAINTENANCE	200.00	0.00	75.02	75.02	124.98	62.49%
10-003-58208	UNIFORMS & SUPPLIES	300.00	0.00	12.27	12.27	287.73	95.91%
10-003-58214	FINANCE CHARGES	0.00	0.00	3,523.76	3,523.76	-3,523.76	0.00%
10-003-58265	FACILITIES MAINT SUPPLIES	500.00	0.00	356.30	356.30	143.70	28.74%
10-003-58268	SUBSCRIPTIONS & PUBLICATIONS	500.00	0.00	0.00	0.00	500.00	100.00%
10-003-58270	MV FUEL	0.00	0.00	209.58	209.58	-209.58	0.00%
10-004-58200	POSTAGE & SHIPPING	1,000.00	0.00	17.86	17.86	982.14	98.21%
10-004-58201	OFFICE SUPPLIES	500.00	0.00	373.09	373.09	126.91	25.38%
10-004-58202	FLOWERS/GIFTS/PLAQUES	500.00	0.00	0.00	0.00	500.00	100.00%
10-004-58203	BASIC OPERATING SUPPLIES	4,000.00	0.00	1,288.95	1,288.95	2,711.05	67.78%
10-004-58206	MV OILS, LUBRICANTS & FLUIDS	0.00	0.00	286.40	286.40	-286.40	0.00%
10-004-58207	MV REPAIR & MAINTENANCE	8,700.00	0.00	1,527.43	1,527.43	7,172.57	82.44%
10-004-58208	UNIFORMS & SUPPLIES	2,000.00	0.00	258.35	258.35	1,741.65	87.08%
10-004-58214	FINANCE CHARGES	0.00	0.00	28.51	28.51	-28.51	0.00%
10-004-58216	PPE AND SUPPLIES	2,500.00	0.00	909.28	909.28	1,590.72	63.63%
10-004-58268	SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	174.99	174.99	-174.99	0.00%
10-004-58270	MV FUEL	0.00	0.00	246.50	246.50	-246.50	0.00%
10-005-58200	POSTAGE & SHIPPING	104.00	0.00	0.00	0.00	104.00	100.00%
10-005-58201	OFFICE SUPPLIES	1,553.00	0.00	838.14	838.14	714.86	46.03%
10-005-58202	FLOWERS/GIFTS/PLAQUES	1,553.00	0.00	943.85	943.85	609.15	39.22%
10-005-58203	BASIC OPERATING SUPPLIES	569.00	0.00	57.47	57.47	511.53	89.90%
10-005-58204	PRINTING & BINDING	533.00	0.00	1,982.49	1,982.49	-1,449.49	-271.95%
10-005-58205	MINOR EQUIPMENT: OFFICE	3,002.00	0.00	0.00	0.00	3,002.00	100.00%
10-005-58208	UNIFORMS & SUPPLIES	1,397.00	0.00	267.42	267.42	1,129.58	80.86%
10-005-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	17.99	17.99	-17.99	0.00%
10-005-58266	MINOR EQUIPMENT: FIELD	518.00	0.00	0.00	0.00	518.00	100.00%
10-005-58267	OPERATING SUPPLIES NON CONSUMA	0.00	0.00	10.81	10.81	-10.81	0.00%

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10-005-58269	PROMOTIONAL SUPPLIES	25,000.00	0.00	7,936.58	7,936.58	17,063.42	68.25%
10-006-58201	OFFICE SUPPLIES	1,035.00	0.00	206.62	206.62	828.38	80.04%
10-006-58202	FLOWERS/GIFTS/PLAQUES	207.00	0.00	0.00	0.00	207.00	100.00%
10-006-58214	FINANCE CHARGES	15,000.00	0.00	17,630.72	17,630.72	-2,630.72	-17.54%
10-007-58200	POSTAGE & SHIPPING	320.00	0.00	244.15	244.15	75.85	23.70%
10-007-58201	OFFICE SUPPLIES	5,693.00	0.00	3,595.79	3,595.79	2,097.21	36.84%
10-007-58202	FLOWERS/GIFTS/PLAQUES	453.00	0.00	305.95	305.95	147.05	32.46%
10-007-58203	BASIC OPERATING SUPPLIES	3,105.00	0.00	701.91	701.91	2,403.09	77.39%
10-007-58204	PRINTING & BINDING	853.00	0.00	0.00	0.00	853.00	100.00%
10-007-58205	MINOR EQUIPMENT: OFFICE	5,382.00	0.00	272.50	272.50	5,109.50	94.94%
10-007-58206	MV OILS, LUBRICANTS & FLUIDS	533.00	0.00	91.59	91.59	441.41	82.82%
10-007-58207	MV REPAIR & MAINTENANCE	12,000.00	0.00	19,376.91	19,376.91	-7,376.91	-61.47%
10-007-58208	UNIFORMS & SUPPLIES	14,283.00	0.00	17,528.94	17,528.94	-3,245.94	-22.73%
10-007-58214	FINANCE CHARGES	1,200.00	0.00	1,808.86	1,808.86	-608.86	-50.74%
10-007-58227	ICE & INCLEMENT WEATHER	0.00	0.00	74.97	74.97	-74.97	0.00%
10-007-58253	SAFETY EQUIPMENT & SUPPLIES	2,962.00	0.00	6,847.50	6,847.50	-3,885.50	-131.18%
10-007-58260	BUILDING & FACILITIES REPAIRS	6,396.00	0.00	27,481.64	27,481.64	-21,085.64	-329.67%
10-007-58265	FACILITIES MAINT SUPPLIES	14,464.00	0.00	5,100.00	5,100.00	9,364.00	64.74%
10-007-58266	MINOR EQUIPMENT: FIELD	33,248.00	0.00	14,795.37	14,795.37	18,452.63	55.50%
10-007-58267	OPERATING SUPPLIES NON CONSUMA	1,066.00	0.00	526.71	526.71	539.29	50.59%
10-007-58268	SUBSCRIPTIONS & PUBLICATIONS	3,494.00	0.00	3,152.13	3,152.13	341.87	9.78%
10-007-58270	MV FUEL	25,875.00	0.00	32,443.87	32,443.87	-6,568.87	-25.39%
10-007-58271	MV TIRES, TUBES & BATTERIES	10,000.00	0.00	3,994.72	3,994.72	6,005.28	60.05%
10-007-58275	SPECIAL EVENTS	1,035.00	0.00	354.08	354.08	680.92	65.79%
10-007-58276	AMMUNITION & WEAPONS RELATED	9,134.00	0.00	11,034.45	11,034.45	-1,900.45	-20.81%
10-008-58201	OFFICE SUPPLIES	0.00	0.00	187.26	187.26	-187.26	0.00%
10-008-58202	FLOWERS/GIFTS/PLAQUES	0.00	0.00	50.30	50.30	-50.30	0.00%
10-008-58203	BASIC OPERATING SUPPLIES	1,139.00	0.00	1,486.50	1,486.50	-347.50	-30.51%
10-008-58205	MINOR EQUIPMENT: OFFICE	0.00	0.00	1,190.74	1,190.74	-1,190.74	0.00%
10-008-58207	MV REPAIR & MAINTENANCE	2,588.00	0.00	728.62	728.62	1,859.38	71.85%
10-008-58208	UNIFORMS & SUPPLIES	1,035.00	0.00	0.00	0.00	1,035.00	100.00%
10-008-58214	FINANCE CHARGES	0.00	0.00	7.48	7.48	-7.48	0.00%
10-008-58222	MINOR TOOLS	3,167.00	0.00	0.00	0.00	3,167.00	100.00%
10-008-58224	MISC. TOOLS/SUPPLIES	0.00	0.00	198.14	198.14	-198.14	0.00%
10-008-58253	SAFETY EQUIPMENT & SUPPLIES	1,066.00	0.00	1,520.00	1,520.00	-454.00	-42.59%
10-008-58260	BUILDING & FACILITIES REPAIRS	24,840.00	0.00	17,901.20	17,901.20	6,938.80	27.93%
10-008-58265	FACILITIES MAINT SUPPLIES	5,175.00	0.00	6,739.67	6,739.67	-1,564.67	-30.24%
10-008-58266	MINOR EQUIPMENT: FIELD	4,140.00	0.00	1,160.78	1,160.78	2,979.22	71.96%
10-008-58270	MV FUEL	57,491.00	0.00	189.18	189.18	57,301.82	99.67%
10-008-58275	SPECIAL EVENTS	0.00	0.00	56.54	56.54	-56.54	0.00%
10-008-58278	EMERGENCY RESPONSE SUPPLIES	0.00	0.00	2,748.52	2,748.52	-2,748.52	0.00%
10-009-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	9,809.34	9,809.34	-9,809.34	0.00%
10-009-58454	PARKS MAINTENANCE	40,000.00	0.00	65,359.37	65,359.37	-25,359.37	-63.40%
10-010-58210	TRAFFIC & STREET SIGNS	7,500.00	0.00	7,937.93	7,937.93	-437.93	-5.84%

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10-010-58225	ASPHALT MATERIALS	50,000.00	0.00	12,862.24	12,862.24	37,137.76	74.28%
10-010-58226	ROAD BASE MATERIALS - PAVING	30,000.00	0.00	23,800.00	23,800.00	6,200.00	20.67%
10-010-58227	ICE & INCLEMENT WEATHER	4,500.00	0.00	0.00	0.00	4,500.00	100.00%
10-010-58251	BARRICADES/MARKERS	2,500.00	0.00	-19,915.00	-19,915.00	22,415.00	896.60%
55 - SUPPLIES Totals:		476,063.00	0.00	343,098.84	343,098.84	132,964.16	27.93%
Group: 60 - UTILITIES							
10-003-58305	COMMUNICATION SERVICES	0.00	0.00	977.03	977.03	-977.03	0.00%
10-004-58305	COMMUNICATION SERVICES	8,500.00	0.00	5,311.45	5,311.45	3,188.55	37.51%
10-005-58305	COMMUNICATION SERVICES	0.00	0.00	1,515.22	1,515.22	-1,515.22	0.00%
10-007-58305	COMMUNICATION SERVICES	4,451.00	0.00	6,668.84	6,668.84	-2,217.84	-49.83%
10-008-58300	ELECTRICITY	50,000.00	0.00	48,256.67	48,256.67	1,743.33	3.49%
10-008-58301	NATURAL GAS	5,175.00	0.00	9,062.04	9,062.04	-3,887.04	-75.11%
10-008-58302	TELEPHONE	15,525.00	0.00	1,979.69	1,979.69	13,545.31	87.25%
10-008-58304	MOBILE TELEPHONE	0.00	0.00	264.66	264.66	-264.66	0.00%
10-008-58305	COMMUNICATION SERVICES	46,575.00	0.00	16,911.21	16,911.21	29,663.79	63.69%
60 - UTILITIES Totals:		130,226.00	0.00	90,946.81	90,946.81	39,279.19	30.16%
Group: 65 - CONTRACTUAL SERVICES							
10-001-58400	TRAVEL & TRAINING	16,000.00	0.00	8,698.60	8,698.60	7,301.40	45.63%
10-001-58401	CONSULTANTS & PROFESSIONALS	25,875.00	0.00	9,500.00	9,500.00	16,375.00	63.29%
10-001-58402	ADVERTISING & LEGAL NOTICES	1,553.00	0.00	2,000.25	2,000.25	-447.25	-28.80%
10-001-58403	PRINTING & BINDING	3,726.00	0.00	0.00	0.00	3,726.00	100.00%
10-001-58404	PROPERTY & LIABILITY	8,100.00	0.00	20,421.42	20,421.42	-12,321.42	-152.12%
10-001-58406	PROFESSIONAL LICENSE	1,035.00	0.00	0.00	0.00	1,035.00	100.00%
10-001-58407	DUES & MEMBERSHIPS	3,105.00	0.00	1,030.00	1,030.00	2,075.00	66.83%
10-001-58408	SPECIAL EVENTS	10,000.00	0.00	4,701.57	4,701.57	5,298.43	52.98%
10-001-58414	FINANCE CHARGES	0.00	0.00	88.00	88.00	-88.00	0.00%
10-001-58417	ACCOUNTING & AUDITOR	58,800.00	0.00	26,264.33	26,264.33	32,535.67	55.33%
10-001-58418	CONTRACTUAL SERVICES	67,000.00	0.00	50,137.25	50,137.25	16,862.75	25.17%
10-001-58426	SOFTWARE TECH SUPPORT	70,000.00	0.00	61,450.52	61,450.52	8,549.48	12.21%
10-001-58437	PUBLIC SAFETY ALERT SYSTEM	2,846.00	0.00	0.00	0.00	2,846.00	100.00%
10-001-58438	IT CONTRACT	3,987.00	0.00	411.53	411.53	3,575.47	89.68%
10-001-58450	GOVERNMENT & MISC OPERATING	0.00	0.00	145.34	145.34	-145.34	0.00%
10-001-58451	EQUIPMENT RENTAL	9,936.00	0.00	6,896.29	6,896.29	3,039.71	30.59%
10-003-58400	TRAVEL & TRAINING	10,000.00	0.00	5,101.06	5,101.06	4,898.94	48.99%
10-003-58401	CONSULTANTS & PROFESSIONALS	10,000.00	0.00	900.00	900.00	9,100.00	91.00%
10-003-58402	ADVERTISING & LEGAL NOTICES	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
10-003-58404	PROPERTY & LIABILITY	8,100.00	0.00	2,037.86	2,037.86	6,062.14	74.84%
10-003-58406	PROFESSIONAL LICENSE	100.00	0.00	55.00	55.00	45.00	45.00%
10-003-58407	DUES & MEMBERSHIPS	750.00	0.00	914.45	914.45	-164.45	-21.93%
10-003-58409	PERMITS & APPLICATIONS	0.00	0.00	348.00	348.00	-348.00	0.00%
10-003-58418	CONTRACTUAL SERVICES	55,000.00	0.00	0.00	0.00	55,000.00	100.00%
10-003-58423	FOOD SERVICE INSPECTOR	12,500.00	0.00	13,450.00	13,450.00	-950.00	-7.60%
10-003-58424	ENGINEERING/CITY ENGINEER	5,000.00	0.00	0.00	0.00	5,000.00	100.00%

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10-003-58426	SOFTWARE TECH SUPPORT	15,000.00	0.00	3,803.96	3,803.96	11,196.04	74.64%
10-003-58438	IT CONTRACT	4,000.00	0.00	10,478.53	10,478.53	-6,478.53	-161.96%
10-003-58463	ECONOMIC DEVELOPMENT	1,000.00	0.00	67.00	67.00	933.00	93.30%
10-004-58400	TRAVEL & TRAINING	13,000.00	0.00	3,404.09	3,404.09	9,595.91	73.81%
10-004-58404	PROPERTY & LIABILITY	0.00	0.00	3,102.14	3,102.14	-3,102.14	0.00%
10-004-58407	DUES & MEMBERSHIPS	5,825.00	0.00	479.78	479.78	5,345.22	91.76%
10-004-58418	CONTRACTUAL SERVICES	16,600.00	0.00	8,603.27	8,603.27	7,996.73	48.17%
10-004-58426	SOFTWARE TECH SUPPORT	0.00	0.00	2,200.00	2,200.00	-2,200.00	0.00%
10-004-58427	EQUIPMENT TECH SUPPORT	8,500.00	0.00	0.00	0.00	8,500.00	100.00%
10-004-58452	VEHICLE LEASE	22,649.00	0.00	12,220.47	12,220.47	10,428.53	46.04%
10-004-58455	EMERGENCY MANAGEMENT	11,000.00	0.00	0.00	0.00	11,000.00	100.00%
10-005-58400	TRAVEL & TRAINING	10,350.00	0.00	4,833.57	4,833.57	5,516.43	53.30%
10-005-58401	CONSULTANTS & PROFESSIONALS	8,280.00	0.00	1,195.00	1,195.00	7,085.00	85.57%
10-005-58402	ADVERTISING & LEGAL NOTICES	2,070.00	0.00	0.00	0.00	2,070.00	100.00%
10-005-58404	PROPERTY & LIABILITY	8,100.00	0.00	1,406.74	1,406.74	6,693.26	82.63%
10-005-58406	PROFESSIONAL LICENSE	414.00	0.00	0.00	0.00	414.00	100.00%
10-005-58407	DUES & MEMBERSHIPS	12,000.00	0.00	2,774.92	2,774.92	9,225.08	76.88%
10-005-58408	SPECIAL EVENTS	25,000.00	0.00	10,399.54	10,399.54	14,600.46	58.40%
10-005-58416	LEGAL/CITY ATTORNEY	50,000.00	0.00	49,078.91	49,078.91	921.09	1.84%
10-005-58418	CONTRACTUAL SERVICES	4,554.00	0.00	220.00	220.00	4,334.00	95.17%
10-005-58419	ELECTIONS ADMINISTRATION	5,900.00	0.00	8,721.64	8,721.64	-2,821.64	-47.82%
10-005-58426	SOFTWARE TECH SUPPORT	518.00	0.00	3,930.00	3,930.00	-3,412.00	-658.69%
10-005-58437	PUBLIC SAFETY ALERT SYSTEM	1,108.00	0.00	0.00	0.00	1,108.00	100.00%
10-005-58438	IT CONTRACT	4,107.00	0.00	411.54	411.54	3,695.46	89.98%
10-005-58450	GOVERNMENT & MISC OPERATING	1,553.00	0.00	0.00	0.00	1,553.00	100.00%
10-006-58400	TRAVEL & TRAINING	3,000.00	0.00	910.66	910.66	2,089.34	69.64%
10-006-58403	PRINTING & BINDING	0.00	0.00	52.81	52.81	-52.81	0.00%
10-006-58404	PROPERTY & LIABILITY	8,100.00	0.00	1,406.74	1,406.74	6,693.26	82.63%
10-006-58406	PROFESSIONAL LICENSE	0.00	0.00	157.50	157.50	-157.50	0.00%
10-006-58407	DUES & MEMBERSHIPS	85.00	0.00	185.00	185.00	-100.00	-117.65%
10-006-58416	LEGAL/CITY ATTORNEY	10,000.00	0.00	5,250.00	5,250.00	4,750.00	47.50%
10-006-58418	CONTRACTUAL SERVICES	0.00	0.00	628.00	628.00	-628.00	0.00%
10-006-58421	MUNICIPAL JUDGE	18,500.00	0.00	13,500.00	13,500.00	5,000.00	27.03%
10-006-58422	MAGISTRATE	3,105.00	0.00	2,200.00	2,200.00	905.00	29.15%
10-006-58426	SOFTWARE TECH SUPPORT	3,000.00	0.00	2,852.50	2,852.50	147.50	4.92%
10-006-58427	EQUIPMENT TECH SUPPORT	0.00	0.00	1,104.00	1,104.00	-1,104.00	0.00%
10-006-58438	IT CONTRACT	4,140.00	0.00	411.54	411.54	3,728.46	90.06%
10-006-58441	JURY SERVICE	207.00	0.00	0.00	0.00	207.00	100.00%
10-006-58476	REIMBURSABLES & REFUNDS	0.00	0.00	144.00	144.00	-144.00	0.00%
10-007-58400	TRAVEL & TRAINING	10,000.00	0.00	3,861.93	3,861.93	6,138.07	61.38%
10-007-58402	ADVERTISING & LEGAL NOTICES	107.00	0.00	1,028.50	1,028.50	-921.50	-861.21%
10-007-58404	PROPERTY & LIABILITY	8,100.00	0.00	34,440.58	34,440.58	-26,340.58	-325.19%
10-007-58407	DUES & MEMBERSHIPS	1,760.00	0.00	570.00	570.00	1,190.00	67.61%
10-007-58408	SPECIAL EVENTS	0.00	0.00	434.66	434.66	-434.66	0.00%

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10-007-58410	LAB TESTING	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
10-007-58418	CONTRACTUAL SERVICES	112,000.00	0.00	74,014.22	74,014.22	37,985.78	33.92%
10-007-58420	INMATE HOUSING	1,242.00	0.00	235.50	235.50	1,006.50	81.04%
10-007-58426	SOFTWARE TECH SUPPORT	0.00	0.00	38,190.70	38,190.70	-38,190.70	0.00%
10-007-58427	EQUIPMENT TECH SUPPORT	0.00	0.00	8,859.91	8,859.91	-8,859.91	0.00%
10-007-58437	PUBLIC SAFETY ALERT SYSTEM	1,108.00	0.00	0.00	0.00	1,108.00	100.00%
10-007-58438	IT CONTRACT	4,107.00	0.00	411.54	411.54	3,695.46	89.98%
10-007-58450	GOVERNMENT & MISC OPERATING	673.00	0.00	0.00	0.00	673.00	100.00%
10-007-58451	EQUIPMENT RENTAL	0.00	0.00	2,692.35	2,692.35	-2,692.35	0.00%
10-007-58452	VEHICLE LEASE	125,570.00	0.00	73,046.18	73,046.18	52,523.82	41.83%
10-007-58462	ANIMAL CONTROL	56,000.00	0.00	40,837.50	40,837.50	15,162.50	27.08%
10-008-58400	TRAVEL & TRAINING	3,105.00	0.00	2,646.25	2,646.25	458.75	14.77%
10-008-58401	CONSULTANTS & PROFESSIONALS	0.00	0.00	1,200.00	1,200.00	-1,200.00	0.00%
10-008-58402	ADVERTISING & LEGAL NOTICES	0.00	0.00	511.50	511.50	-511.50	0.00%
10-008-58404	PROPERTY & LIABILITY	8,100.00	0.00	15,199.26	15,199.26	-7,099.26	-87.65%
10-008-58405	REPAIR & MAINTENANCE	0.00	0.00	378.50	378.50	-378.50	0.00%
10-008-58407	DUES & MEMBERSHIPS	0.00	0.00	7,858.70	7,858.70	-7,858.70	0.00%
10-008-58408	SPECIAL EVENTS	40,000.00	0.00	6,205.00	6,205.00	33,795.00	84.49%
10-008-58412	OTHER RENTAL	0.00	0.00	258.58	258.58	-258.58	0.00%
10-008-58414	FINANCE CHARGES	0.00	0.00	234.20	234.20	-234.20	0.00%
10-008-58418	CONTRACTUAL SERVICES	15,525.00	0.00	59,882.38	59,882.38	-44,357.38	-285.72%
10-008-58424	ENGINEERING/CITY ENGINEER	0.00	0.00	9,600.00	9,600.00	-9,600.00	0.00%
10-008-58425	SOLID WASTE COLLECTION	7,245.00	0.00	0.31	0.31	7,244.69	100.00%
10-008-58426	SOFTWARE TECH SUPPORT	0.00	0.00	29,369.60	29,369.60	-29,369.60	0.00%
10-008-58427	EQUIPMENT TECH SUPPORT	0.00	0.00	2,938.00	2,938.00	-2,938.00	0.00%
10-008-58438	IT CONTRACT	4,140.00	0.00	7,213.91	7,213.91	-3,073.91	-74.25%
10-008-58450	GOVERNMENT & MISC OPERATING	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
10-008-58451	EQUIPMENT RENTAL	2,132.00	0.00	0.00	0.00	2,132.00	100.00%
10-008-58452	VEHICLE LEASE	0.00	0.00	5,010.73	5,010.73	-5,010.73	0.00%
10-008-58476	REIMBURSABLES & REFUNDS	0.00	0.00	577.40	577.40	-577.40	0.00%
10-008-58479	LANDSCAPING CONTRACT	50,000.00	0.00	62,715.00	62,715.00	-12,715.00	-25.43%
10-009-58401	CONSULTANTS & PROFESSIONALS	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
10-009-58418	CONTRACTUAL SERVICES	0.00	0.00	1,190.00	1,190.00	-1,190.00	0.00%
10-009-58424	ENGINEERING/CITY ENGINEER	0.00	0.00	6,653.55	6,653.55	-6,653.55	0.00%
10-009-58426	SOFTWARE TECH SUPPORT	0.00	0.00	163.85	163.85	-163.85	0.00%
10-010-58401	CONSULTANTS & PROFESSIONALS	10,000.00	0.00	1,340.00	1,340.00	8,660.00	86.60%
10-010-58413	CONTRACT STREET REPAIR	25,000.00	0.00	37,487.77	37,487.77	-12,487.77	-49.95%
10-010-58424	ENGINEERING/CITY ENGINEER	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
65 - CONTRACTUAL SERVICES Totals:		1,220,992.00	0.00	907,943.38	907,943.38	313,048.62	25.64%
Group: 75 - CAPITAL OUTLAY							
10-001-58600	OFFICE EQUIPMENT	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
10-001-58612	SOFTWARE	0.00	0.00	12,580.80	12,580.80	-12,580.80	0.00%
10-001-58651	COUNCIL APPROVED EXPENDITURES	100,000.00	0.00	0.00	0.00	100,000.00	100.00%

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10-003-58600	OFFICE EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
10-003-58612	SOFTWARE	0.00	0.00	3,634.00	3,634.00	-3,634.00	0.00%
10-007-58601	VEHICLE EQUIPMENT	50,000.00	0.00	30,414.52	30,414.52	19,585.48	39.17%
10-007-58624	EQUIPMENT PURCHASE	0.00	0.00	450.00	450.00	-450.00	0.00%
10-008-58607	CAPITAL IMPROVEMENTS	0.00	0.00	71,052.85	71,052.85	-71,052.85	0.00%
10-008-58624	EQUIPMENT PURCHASE	0.00	0.00	19,582.93	19,582.93	-19,582.93	0.00%
10-009-58609	PARKS IMPROVEMENTS	163,832.00	0.00	57,662.85	57,662.85	106,169.15	64.80%
10-010-58603	STREET IMPROVEMENTS	0.00	0.00	48,915.00	48,915.00	-48,915.00	0.00%
75 - CAPITAL OUTLAY Totals:		317,332.00	0.00	244,292.95	244,292.95	73,039.05	23.02%
10 - GENERAL FUND Totals:		5,422,611.00	0.00	3,908,544.96	3,908,544.96	1,514,066.04	27.92%
Expense Totals:		5,422,611.00	0.00	3,908,544.96	3,908,544.96	1,514,066.04	27.92%
10 - GENERAL FUND Totals:		-277,299.00	0.00	-676,289.43	-676,289.43	398,990.43	
20 - WATER FUND							
Revenue							
Fund: 20 - WATER FUND							
Group: 15 - ADMINISTRATIVE FEES							
20-020-45005	INTEREST REVENUE	-125,000.00	0.00	-135,969.60	-135,969.60	10,969.60	8.78%
15 - ADMINISTRATIVE FEES Totals:		-125,000.00	0.00	-135,969.60	-135,969.60	10,969.60	8.78%
Group: 20 - LICENSES & PERMITS							
20-020-45053	SITE DEVELOPMENT INSPECTIONS	0.00	0.00	-21,840.00	-21,840.00	21,840.00	0.00%
20 - LICENSES & PERMITS Totals:		0.00	0.00	-21,840.00	-21,840.00	21,840.00	0.00%
Group: 35 - OTHER REVENUE							
20-020-45032	REIMBURSEMENT FOR REPAIRS	0.00	0.00	-2,138.50	-2,138.50	2,138.50	0.00%
20-020-45041	REFUNDS/ BANK CREDITS	0.00	0.00	-438.00	-438.00	438.00	0.00%
20-020-45042	MISCELLANEOUS REVENUE	-1,200.00	0.00	-69.88	-69.88	-1,130.12	-94.18%
35 - OTHER REVENUE Totals:		-1,200.00	0.00	-2,646.38	-2,646.38	1,446.38	120.53%
Group: 40 - TRANSFERS							
20-020-48756	2019 COOS - TWDB - FT WORTH WT	-244,414.00	0.00	-226,606.80	-226,606.80	-17,807.20	-7.29%
20-020-48757	WP CO S21	-163,704.00	0.00	-120,828.00	-120,828.00	-42,876.00	-26.19%
40 - TRANSFERS Totals:		-408,118.00	0.00	-347,434.80	-347,434.80	-60,683.20	-14.87%
Group: 45 - UTILITY REVENUE							
20-020-45000	USER CHARGES	-3,300,000.00	0.00	-2,154,833.40	-2,154,833.40	-1,145,166.60	-34.70%
20-020-45001	PENALTIES	-30,000.00	0.00	-20,227.60	-20,227.60	-9,772.40	-32.57%
20-020-45002	NEW ACCOUNT FEES	-13,000.00	0.00	-4,350.79	-4,350.79	-8,649.21	-66.53%
20-020-45003	TAP FEES	-3,000.00	0.00	-750.00	-750.00	-2,250.00	-75.00%
20-020-45004	IMPACT FEES	-50,000.00	0.00	-142,893.00	-142,893.00	92,893.00	185.79%
20-020-45007	METER FEE	-25,000.00	0.00	-22,964.44	-22,964.44	-2,035.56	-8.14%
20-020-45008	METER BOX FEE	-4,500.00	0.00	-5,279.20	-5,279.20	779.20	17.32%
20-020-45030	RECONNECT FEES	-10,000.00	0.00	-14,250.00	-14,250.00	4,250.00	42.50%
20-020-45031	NSF FEES	-600.00	0.00	-1,138.71	-1,138.71	538.71	89.79%
45 - UTILITY REVENUE Totals:		-3,436,100.00	0.00	-2,366,687.14	-2,366,687.14	-1,069,412.86	-31.12%

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20 - WATER FUND Totals:		-3,970,418.00	0.00	-2,874,577.92	-2,874,577.92	-1,095,840.08	-27.60%
Revenue Totals:		-3,970,418.00	0.00	-2,874,577.92	-2,874,577.92	-1,095,840.08	-27.60%
Expense							
Fund: 20 - WATER FUND							
Group: 50 - PERSONNEL							
20-020-58100	SALARIES	854,984.00	0.00	587,462.75	587,462.75	267,521.25	31.29%
20-020-58101	PAYROLL EXPENSE	12,397.00	0.00	8,690.86	8,690.86	3,706.14	29.90%
20-020-58102	WORKERS COMPENSATION	16,358.00	0.00	12,923.57	12,923.57	3,434.43	21.00%
20-020-58103	HEALTH INSURANCE	88,236.00	0.00	81,838.38	81,838.38	6,397.62	7.25%
20-020-58104	RETIREMENT	95,919.00	0.00	102,039.12	102,039.12	-6,120.12	-6.38%
20-020-58105	UNEMPLOYMENT INSURANCE	810.00	0.00	912.01	912.01	-102.01	-12.59%
20-020-58107	CELL PHONE STIPEND	4,320.00	0.00	2,783.18	2,783.18	1,536.82	35.57%
20-020-58109	CERTIFICATE PAY	6,917.00	0.00	2,787.46	2,787.46	4,129.54	59.70%
20-020-58110	OVERTIME	31,800.00	0.00	16,380.01	16,380.01	15,419.99	48.49%
20-020-58125	DENTAL INSURANCE	5,400.00	0.00	3,321.37	3,321.37	2,078.63	38.49%
20-020-58126	LIFE INSURANCE	1,556.00	0.00	837.69	837.69	718.31	46.16%
20-020-58129	LONGEVITY PAY	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
20-020-58130	VISION INSURANCE	810.00	0.00	567.55	567.55	242.45	29.93%
50 - PERSONNEL Totals:		1,122,507.00	0.00	820,543.95	820,543.95	301,963.05	26.90%
Group: 55 - SUPPLIES							
20-020-58200	POSTAGE & SHIPPING	15,000.00	0.00	16.10	16.10	14,983.90	99.89%
20-020-58201	OFFICE SUPPLIES	5,000.00	0.00	1,700.54	1,700.54	3,299.46	65.99%
20-020-58202	FLOWERS/GIFTS/PLAQUES	300.00	0.00	0.00	0.00	300.00	100.00%
20-020-58203	BASIC OPERATING SUPPLIES	2,000.00	0.00	407.68	407.68	1,592.32	79.62%
20-020-58204	PRINTING & BINDING	0.00	0.00	907.52	907.52	-907.52	0.00%
20-020-58205	MINOR EQUIPMENT: OFFICE	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
20-020-58207	MV REPAIR & MAINTENANCE	10,400.00	0.00	3,092.07	3,092.07	7,307.93	70.27%
20-020-58208	UNIFORMS & SUPPLIES	6,000.00	0.00	1,911.68	1,911.68	4,088.32	68.14%
20-020-58211	WATER SUPPLIES	0.00	0.00	12.97	12.97	-12.97	0.00%
20-020-58214	FINANCE CHARGES	60,000.00	0.00	123,060.43	123,060.43	-63,060.43	-105.10%
20-020-58222	MINOR TOOLS	0.00	0.00	3,556.58	3,556.58	-3,556.58	0.00%
20-020-58223	EQUIPMENT	3,000.00	0.00	12,087.14	12,087.14	-9,087.14	-302.90%
20-020-58224	MISC. TOOLS/SUPPLIES	4,000.00	0.00	7,301.81	7,301.81	-3,301.81	-82.55%
20-020-58230	CHEMICALS	25,000.00	0.00	9,351.60	9,351.60	15,648.40	62.59%
20-020-58231	WATER METERS	20,000.00	0.00	55,038.25	55,038.25	-35,038.25	-175.19%
20-020-58232	FIRE HYDRANTS	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
20-020-58234	SAND	0.00	0.00	1,155.64	1,155.64	-1,155.64	0.00%
20-020-58253	SAFETY EQUIPMENT & SUPPLIES	2,874.00	0.00	928.27	928.27	1,945.73	67.70%
20-020-58260	BUILDING & FACILITIES REPAIRS	3,984.00	0.00	148.38	148.38	3,835.62	96.28%
20-020-58265	FACILITIES MAINT SUPPLIES	500.00	0.00	982.41	982.41	-482.41	-96.48%
20-020-58266	MINOR EQUIPMENT: FIELD	2,850.00	0.00	109.28	109.28	2,740.72	96.17%
20-020-58268	SUBSCRIPTIONS & PUBLICATIONS	750.00	0.00	0.00	0.00	750.00	100.00%
20-020-58270	MV FUEL	50,000.00	0.00	23,971.49	23,971.49	26,028.51	52.06%

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20-020-58281	WATER DISTRIBUTION SUPPLIES	135,000.00	0.00	53,724.56	53,724.56	81,275.44	60.20%
20-020-58282	WATER PRODUCTION SUPPLIES	25,000.00	0.00	533.90	533.90	24,466.10	97.86%
55 - SUPPLIES Totals:		384,658.00	0.00	299,998.30	299,998.30	84,659.70	22.01%
Group: 60 - UTILITIES							
20-020-58300	ELECTRICITY	115,000.00	0.00	70,465.64	70,465.64	44,534.36	38.73%
20-020-58301	NATURAL GAS	0.00	0.00	484.20	484.20	-484.20	0.00%
20-020-58304	MOBILE TELEPHONE	5,700.00	0.00	1,326.20	1,326.20	4,373.80	76.73%
20-020-58305	COMMUNICATION SERVICES	6,132.00	0.00	1,362.48	1,362.48	4,769.52	77.78%
60 - UTILITIES Totals:		126,832.00	0.00	73,638.52	73,638.52	53,193.48	41.94%
Group: 65 - CONTRACTUAL SERVICES							
20-020-58400	TRAVEL & TRAINING	5,000.00	0.00	4,555.51	4,555.51	444.49	8.89%
20-020-58401	CONSULTANTS & PROFESSIONALS	25,000.00	0.00	231.00	231.00	24,769.00	99.08%
20-020-58402	ADVERTISING & LEGAL NOTICES	1,000.00	0.00	366.49	366.49	633.51	63.35%
20-020-58404	PROPERTY & LIABILITY	8,100.00	0.00	42,996.96	42,996.96	-34,896.96	-430.83%
20-020-58407	DUES & MEMBERSHIPS	555.00	0.00	0.00	0.00	555.00	100.00%
20-020-58409	PERMITS & APPLICATIONS	5,500.00	0.00	12,497.51	12,497.51	-6,997.51	-127.23%
20-020-58410	LAB TESTING	20,000.00	0.00	9,989.36	9,989.36	10,010.64	50.05%
20-020-58411	PROPERTY DAMAGE	2,500.00	0.00	2,850.00	2,850.00	-350.00	-14.00%
20-020-58414	FINANCE CHARGES	0.00	0.00	16,652.24	16,652.24	-16,652.24	0.00%
20-020-58416	LEGAL/CITY ATTORNEY	50,000.00	0.00	308,835.28	308,835.28	-258,835.28	-517.67%
20-020-58417	ACCOUNTING & AUDITOR	13,500.00	0.00	16,208.33	16,208.33	-2,708.33	-20.06%
20-020-58418	CONTRACTUAL SERVICES	20,000.00	0.00	11,009.03	11,009.03	8,990.97	44.95%
20-020-58424	ENGINEERING/CITY ENGINEER	236,000.00	0.00	0.00	0.00	236,000.00	100.00%
20-020-58425	SOLID WASTE COLLECTION	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
20-020-58426	SOFTWARE TECH SUPPORT	30,000.00	0.00	15,346.50	15,346.50	14,653.50	48.85%
20-020-58427	EQUIPMENT TECH SUPPORT	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
20-020-58437	PUBLIC SAFETY ALERT SYSTEM	2,750.00	0.00	0.00	0.00	2,750.00	100.00%
20-020-58438	IT CONTRACT	3,852.00	0.00	411.54	411.54	3,440.46	89.32%
20-020-58442	WATER MAIN MAINTENANCE	0.00	0.00	9,496.00	9,496.00	-9,496.00	0.00%
20-020-58443	WELL SITE MAINTENANCE	25,000.00	0.00	19,206.83	19,206.83	5,793.17	23.17%
20-020-58444	EQUIPMENT MAINTENANCE	5,000.00	0.00	30.45	30.45	4,969.55	99.39%
20-020-58447	WATER TANK MAINTENANCE	35,000.00	0.00	34,055.00	34,055.00	945.00	2.70%
20-020-58448	BUILDING MAINT - WELL SITES	3,000.00	0.00	258.78	258.78	2,741.22	91.37%
20-020-58451	EQUIPMENT RENTAL	8,000.00	0.00	2,719.85	2,719.85	5,280.15	66.00%
20-020-58452	VEHICLE LEASE	52,000.00	0.00	67,017.12	67,017.12	-15,017.12	-28.88%
20-020-58469	WATER DISTRIBUTION CONTRACTUAL	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
20-020-58470	WATER PRODUCTION CONTRACTUAL	40,000.00	0.00	2,037.00	2,037.00	37,963.00	94.91%
65 - CONTRACTUAL SERVICES Totals:		608,757.00	0.00	576,770.78	576,770.78	31,986.22	5.25%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
20-020-58716	PAYING AGENT FEES	0.00	0.00	1,350.00	1,350.00	-1,350.00	0.00%
20-020-58725	DEBT ISSUANCE COSTS	0.00	0.00	42,173.78	42,173.78	-42,173.78	0.00%
20-020-58745	FRANCHISE FEES	129,978.00	0.00	0.00	0.00	129,978.00	100.00%
20-020-58746	2014 TWDB COB	43,809.00	0.00	39,551.50	39,551.50	4,257.50	9.72%

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20-020-58748	2016 TWDB COB	58,423.00	0.00	54,152.75	54,152.75	4,270.25	7.31%
20-020-58750	2019 TWDB COB INTEREST	509,195.00	0.00	0.00	0.00	509,195.00	100.00%
20-020-58753	TRANSFER TO DEBT SERVICE	0.00	0.00	-735.58	-735.58	735.58	0.00%
20-020-58755	2015 COB	29,932.00	0.00	28,341.56	28,341.56	1,590.44	5.31%
20-020-58756	2019 COOS - TWDB - FT WORTH WT	0.00	0.00	472,097.50	472,097.50	-472,097.50	0.00%
20-020-58757	WP CO S21 DEBT SERVICE	341,050.00	0.00	251,725.00	251,725.00	89,325.00	26.19%
20-020-58758	GOV CAP 9371 DEBT SERVICE	82,373.00	0.00	82,372.55	82,372.55	0.45	0.00%
20-020-58759	SERIES 2024A COB	0.00	0.00	11,673.59	11,673.59	-11,673.59	0.00%
20-020-58764	TRANSFER TO WASTEWATER FUND	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		1,294,760.00	0.00	982,702.65	982,702.65	312,057.35	24.10%
Group: 75 - CAPITAL OUTLAY							
20-020-58601	VEHICLE EQUIPMENT	0.00	0.00	1,548.04	1,548.04	-1,548.04	0.00%
20-020-58602	TECHNOLOGY PROJECTS	12,500.00	0.00	0.00	0.00	12,500.00	100.00%
20-020-58604	EQUIPMENT: HEAVY	0.00	0.00	358,051.00	358,051.00	-358,051.00	0.00%
20-020-58606	CAPITAL PROJECTS CONTRACTS	0.00	0.00	21,799.22	21,799.22	-21,799.22	0.00%
20-020-58611	WATER PURCHASES	400,000.00	0.00	235,728.11	235,728.11	164,271.89	41.07%
20-020-58652	LAND ACQUISITION	0.00	0.00	6,224.24	6,224.24	-6,224.24	0.00%
75 - CAPITAL OUTLAY Totals:		412,500.00	0.00	623,350.61	623,350.61	-210,850.61	-51.12%
20 - WATER FUND Totals:		3,950,014.00	0.00	3,377,004.81	3,377,004.81	573,009.19	14.51%
Expense Totals:		3,950,014.00	0.00	3,377,004.81	3,377,004.81	573,009.19	14.51%
20 - WATER FUND Totals:		-20,404.00	0.00	502,426.89	502,426.89	-522,830.89	
30 - WASTEWATER FUND							
Revenue							
Fund: 30 - WASTEWATER FUND							
Group: 15 - ADMINISTRATIVE FEES							
30-030-45005	INTEREST REVENUE	-15,468.00	0.00	-382,418.94	-382,418.94	366,950.94	2,372.32%
15 - ADMINISTRATIVE FEES Totals:		-15,468.00	0.00	-382,418.94	-382,418.94	366,950.94	2,372.32%
Group: 20 - LICENSES & PERMITS							
30-030-45353	SITE DEVELOPMENT INSPECTIONS	0.00	0.00	-20,280.00	-20,280.00	20,280.00	0.00%
20 - LICENSES & PERMITS Totals:		0.00	0.00	-20,280.00	-20,280.00	20,280.00	0.00%
Group: 35 - OTHER REVENUE							
30-030-45041	REFUNDS/BANK CREDITS	-3,261.00	0.00	0.00	0.00	-3,261.00	-100.00%
35 - OTHER REVENUE Totals:		-3,261.00	0.00	0.00	0.00	-3,261.00	-100.00%
Group: 40 - TRANSFERS							
30-030-46094	TRANSFER IN	-175,000.00	0.00	0.00	0.00	-175,000.00	-100.00%
40 - TRANSFERS Totals:		-175,000.00	0.00	0.00	0.00	-175,000.00	-100.00%
Group: 45 - UTILITY REVENUE							
30-030-45000	USER CHARGES	-1,500,000.00	0.00	-1,176,945.43	-1,176,945.43	-323,054.57	-21.54%
30-030-45003	TAP FEES	-667.00	0.00	0.00	0.00	-667.00	-100.00%
30-030-45004	IMPACT FEES	-125,000.00	0.00	-87,693.00	-87,693.00	-37,307.00	-29.85%

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45 - UTILITY REVENUE Totals:		-1,625,667.00	0.00	-1,264,638.43	-1,264,638.43	-361,028.57	-22.21%
30 - WASTEWATER FUND Totals:		-1,819,396.00	0.00	-1,667,337.37	-1,667,337.37	-152,058.63	-8.36%
Revenue Totals:		-1,819,396.00	0.00	-1,667,337.37	-1,667,337.37	-152,058.63	-8.36%
Expense							
Fund: 30 - WASTEWATER FUND							
Group: 50 - PERSONNEL							
30-030-58100	SALARIES	115,806.00	0.00	80,007.20	80,007.20	35,798.80	30.91%
30-030-58101	PAYROLL EXPENSE	1,879.00	0.00	1,316.33	1,316.33	562.67	29.95%
30-030-58102	WORKERS COMPENSATION	3,383.00	0.00	2,515.09	2,515.09	867.91	25.66%
30-030-58103	HEALTH INSURANCE	19,608.00	0.00	15,116.48	15,116.48	4,491.52	22.91%
30-030-58104	RETIREMENT	17,844.00	0.00	15,466.14	15,466.14	2,377.86	13.33%
30-030-58105	UNEMPLOYMENT INSURANCE	180.00	0.00	135.68	135.68	44.32	24.62%
30-030-58107	CELL PHONE STIPEND	1,080.00	0.00	789.26	789.26	290.74	26.92%
30-030-58109	CERTIFICATE PAY	2,160.00	0.00	2,445.95	2,445.95	-285.95	-13.24%
30-030-58110	OVERTIME	12,000.00	0.00	8,008.94	8,008.94	3,991.06	33.26%
30-030-58125	DENTAL INSURANCE	1,200.00	0.00	568.33	568.33	631.67	52.64%
30-030-58126	LIFE INSURANCE	346.00	0.00	175.87	175.87	170.13	49.17%
30-030-58129	LONGEVITY PAY	600.00	0.00	0.00	0.00	600.00	100.00%
30-030-58130	VISION INSURANCE	180.00	0.00	110.23	110.23	69.77	38.76%
50 - PERSONNEL Totals:		176,266.00	0.00	126,655.50	126,655.50	49,610.50	28.15%
Group: 55 - SUPPLIES							
30-030-58200	POSTAGE & SHIPPING	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
30-030-58201	OFFICE SUPPLIES	1,200.00	0.00	0.00	0.00	1,200.00	100.00%
30-030-58203	BASIC OPERATING SUPPLIES	1,200.00	0.00	11.38	11.38	1,188.62	99.05%
30-030-58205	MINOR EQUIPMENT: OFFICE	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
30-030-58206	MV OILS, LUBRICANTS & FLUIDS	500.00	0.00	0.00	0.00	500.00	100.00%
30-030-58207	MV REPAIR & MAINTENANCE	2,400.00	0.00	867.28	867.28	1,532.72	63.86%
30-030-58208	UNIFORMS & SUPPLIES	2,000.00	0.00	350.55	350.55	1,649.45	82.47%
30-030-58212	WASTEWATER SUPPLIES	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
30-030-58223	EQUIPMENT	2,900.00	0.00	0.00	0.00	2,900.00	100.00%
30-030-58224	MISC. TOOLS/SUPPLIES	1,000.00	0.00	591.55	591.55	408.45	40.85%
30-030-58230	CHEMICALS	75,000.00	0.00	29,916.69	29,916.69	45,083.31	60.11%
30-030-58240	BELT PRESS SUPPLIES	0.00	0.00	3,798.25	3,798.25	-3,798.25	0.00%
30-030-58253	SAFETY EQUIPMENT & SUPPLIES	2,775.00	0.00	1,119.85	1,119.85	1,655.15	59.65%
30-030-58260	BUILDING & FACILITIES REPAIRS	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
30-030-58264	WW CHEMICALS	0.00	0.00	2,952.28	2,952.28	-2,952.28	0.00%
30-030-58270	MV FUEL	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
30-030-58279	WASTEWATER COLLECTION	35,000.00	0.00	3,752.06	3,752.06	31,247.94	89.28%
30-030-58280	WASTEWATER TREATMENT	10,000.00	0.00	1,298.72	1,298.72	8,701.28	87.01%
55 - SUPPLIES Totals:		150,975.00	0.00	44,658.61	44,658.61	106,316.39	70.42%
Group: 60 - UTILITIES							
30-030-58300	ELECTRICITY	90,000.00	0.00	85,808.50	85,808.50	4,191.50	4.66%

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30-030-58304	MOBILE TELEPHONE	0.00	0.00	33.17	33.17	-33.17	0.00%
60 - UTILITIES Totals:		90,000.00	0.00	85,841.67	85,841.67	4,158.33	4.62%
Group: 65 - CONTRACTUAL SERVICES							
30-030-58400	TRAVEL & TRAINING	3,500.00	0.00	1,305.51	1,305.51	2,194.49	62.70%
30-030-58404	PROPERTY & LIABILITY	8,100.00	0.00	6,269.50	6,269.50	1,830.50	22.60%
30-030-58405	REPAIR & MAINTENANCE	7,650.00	0.00	461.95	461.95	7,188.05	93.96%
30-030-58407	DUES & MEMBERSHIPS	500.00	0.00	0.00	0.00	500.00	100.00%
30-030-58409	PERMITS & APPLICATIONS	3,500.00	0.00	5,420.83	5,420.83	-1,920.83	-54.88%
30-030-58410	LAB TESTING	21,000.00	0.00	12,514.42	12,514.42	8,485.58	40.41%
30-030-58417	ACCOUNTING & AUDITOR	10,000.00	0.00	7,958.34	7,958.34	2,041.66	20.42%
30-030-58418	CONTRACTUAL SERVICES	12,000.00	0.00	4,918.95	4,918.95	7,081.05	59.01%
30-030-58424	ENGINEERING/CITY ENGINEER	62,000.00	0.00	0.00	0.00	62,000.00	100.00%
30-030-58425	SLUDGE HAULING	90,000.00	0.00	35,052.16	35,052.16	54,947.84	61.05%
30-030-58438	IT CONTRACT	3,852.00	0.00	411.54	411.54	3,440.46	89.32%
30-030-58445	LIFT STATION EQUIPMENT MAINTENANCE	30,000.00	0.00	7,538.59	7,538.59	22,461.41	74.87%
30-030-58449	LIFT STATION MAINTENANCE	0.00	0.00	2,947.40	2,947.40	-2,947.40	0.00%
30-030-58450	GOVERNMENT & MISC OPERATING	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
30-030-58451	EQUIPMENT RENTAL	500.00	0.00	0.00	0.00	500.00	100.00%
30-030-58467	WASTEWATER COLLECTION	0.00	0.00	6,933.50	6,933.50	-6,933.50	0.00%
65 - CONTRACTUAL SERVICES Totals:		255,602.00	0.00	91,732.69	91,732.69	163,869.31	64.11%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
30-030-58716	PAYING AGENT FEES	0.00	0.00	600.00	600.00	-600.00	0.00%
30-030-58725	DEBT ISSUANCE COSTS	0.00	0.00	98,591.49	98,591.49	-98,591.49	0.00%
30-030-58745	FRANCHISE FEES	37,220.00	0.00	0.00	0.00	37,220.00	100.00%
30-030-58750	SERIES 2017 DEBT	264,526.00	0.00	241,235.50	241,235.50	23,290.50	8.80%
30-030-58753	TRANSFER TO DEBT SERVICE	0.00	0.00	3,350.41	3,350.41	-3,350.41	0.00%
30-030-58766	TWDB SERIES 2021A	594,260.00	0.00	505,252.50	505,252.50	89,007.50	14.98%
30-030-58772	SERIES 2024 COB	239,775.00	0.00	158,325.00	158,325.00	81,450.00	33.97%
30-030-58773	SERIES 2024A COB	0.00	0.00	27,269.38	27,269.38	-27,269.38	0.00%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		1,135,781.00	0.00	1,034,624.28	1,034,624.28	101,156.72	8.91%
30 - WASTEWATER FUND Totals:		1,808,624.00	0.00	1,383,512.75	1,383,512.75	425,111.25	23.50%
Expense Totals:		1,808,624.00	0.00	1,383,512.75	1,383,512.75	425,111.25	23.50%
30 - WASTEWATER FUND Totals:		-10,772.00	0.00	-283,824.62	-283,824.62	273,052.62	
Report Total:		-308,475.00	0.00	-457,687.16	-457,687.16	149,212.16	

CITY OF WILLOW PARK BUDGET CALENDAR

FISCAL YEAR 2025 - 2026

JUNE 24: City Council Budget Workshop on all Enterprise Funds

JULY 8: City Council Budget Workshop on General Fund & I/S

ON OR BEFORE JULY 25: FILE PROPOSED BUDGET WITH CITY SECRETARY

The proposed budget must contain a special cover page if the budget will raise more total property taxes than the previous year. The City Secretary must post the proposed budget on the City's website. Additionally, the proposed budget must include a line item comparing expenditures in the proposed budget and actual expenditures in the preceding year for: (1) notices required to be published in the newspaper; and (2) directly or indirectly influencing or attempting to influence the outcome of legislation or administrative action, as those terms are defined in Gov't Code Section 305.002 (See Tex. Loc. Gov't Code Section 140.0045).

JULY 25: CAD DEADLINE TO PROVIDED CERTIFIED APPRAISAL TAX ROLL

This is an important date because it will give staff information from the CAD (Comptroller) to determine the M/O and I/S Tax Rates.

AUGUST 26: DISCUSSION OF TAX RATE; COUNCIL HOLDS A RECORD VOTE ON APPROVING PROPOSED TAX RATE; SET DATE TO CONDUCT PUBLIC HEARING ON BUDGET AND TAX RATE FOR SEPTEMBER 9, 2025

AUGUST 29: PUBLISH NOTICE OF BUDGET PUBLIC HEARING IN COMMUNITY NEWS FOR PUBLIC HEARING ON SEPTEMBER 9; PUBLISH NOTICE OF PUBLIC HEARING ON TAX RATE IN THE COMMUNITY NEWS

The notice of budget public hearing may not be published earlier than the 30th day before the public hearing and not later than the 10th day before the budget hearing. The budget hearing notice must contain specific information about property tax increases per Tex. Loc. Gov't Code Section 102.0065(d).

Post notice that the tax rate that will exceed the no-new-revenue rate continuously on the City's website and publish in newspaper. The notice must be posted continuously on the City's website for at least 7 days immediately before the public hearing on the proposed tax rate increase and the vote on the proposed tax rate. (Tax Code Section 26.065). The notice must contain the content required in Tax Code Sections 26.06(b-1), (b-2), and (b-3). The notice of tax rate hearing if the proposed tax rate will exceed the no-new-revenue rate, must be published at least 5 days before the public hearing on the tax rate.

SEPTEMBER 9: COUNCIL WILL CONDUCT PUBLIC HEARING ON BUDGET; FOLLOWING THE PUBLIC HEARING THE CITY COUNCIL VOTES TO ADOPT BUDGET;

The City Council must take a separate ratification vote to adopt any budget that will raise total property tax revenue. The budget must contain a special cover page in accordance with the requirements of LGC Section 102.007(d). The adopted budget, including the cover page, must be posted on the City's website, along with an appendix that sets out the tax rate calculation forms used by the designated officer or employee to calculate the City's no new revenue tax rate and the voter approval tax rate.

SEPTEMBER 10: COUNCIL WILL CONDUCT PUBLIC HEARING ON TAX RATE; FOLLOWING THE PUBLIC HEARING, COUNCIL VOTES TO ADOPT TAX RATE

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

Item 5.

CITY OF WILLOW PARK

Taxing Unit Name

817-441-7108

Phone (area code and number)

120 El Chico Trail Suite A Willow Park TX 76087

Taxing Unit's Address, City, State, ZIP Code

www.willowparktx.gov

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 1,058,568,371
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 187,186,124
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 871,382,247
4.	Prior year total adopted tax rate.	\$ 0.432546 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ 0 B. Prior year values resulting from final court decisions: - \$ 0 C. Prior year value loss. Subtract B from A. ³	\$ 0
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ 23,786,214 B. Prior year disputed value: - \$ 1,902,897 C. Prior year undisputed value. Subtract B from A. ⁴	\$ 21,883,317
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 21,883,317

¹ Tex. Tax Code §26.012(14)² Tex. Tax Code §26.012(14)³ Tex. Tax Code §26.012(13)⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rat	Item 5.
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 893,265,564	
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ 0	
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freepoint, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 852,816 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 2,618,932 C. Value loss. Add A and B. ⁶	\$ 3,471,748	
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 2,912,170 B. Current year productivity or special appraised value: - \$ 1,780 C. Value loss. Subtract B from A. ⁷	\$ 2,910,390	
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 6,382,138	
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 88,255,657	
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 798,627,769	
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 3,454,432	
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 21,852	
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 3,476,284	
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ A. Certified values: \$ 1,161,858,159 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0 D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 24 below. ¹² - \$ 106,041,492 E. Total current year value. Add A and B, then subtract C and D.	\$ 1,055,816,667	

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate	Item 5.
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³ A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ 0 B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ 0 C. Total value under protest or not certified. Add A and B.	\$ 0	
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ 207,499,456	
21.	Anticipated contested value. Affected taxing units enter the contested taxable value for all property that is subject to anticipated substantial litigation. ¹⁷ An affected taxing unit is wholly or partly located in a county that has a population of less than 500,000 and is located on the Gulf of Mexico. ¹⁸ If completing this section, the taxing unit must include supporting documentation in Section 9. ¹⁹ Taxing units that are not affected, enter 0.	\$ 0	
22.	Current year total taxable value. Add Lines 18E and 19C, then subtract Lines 20 and 21. ²⁰	\$ 848,317,211	
23.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ²¹	\$ 8,294,400	
24.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ²²	\$ 20,307,104	
25.	Total adjustments to the current year taxable value. Add Lines 23 and 24.	\$ 28,601,504	
26.	Adjusted current year taxable value. Subtract Line 25 from Line 22.	\$ 819,715,707	
27.	Current year NNR tax rate. Divide Line 17 by Line 26 and multiply by \$100. ²³	\$ 0.424084 /\$100	
28.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²⁴	\$ _____ /\$100	

SECTION 2: Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §§26.012(6)(C) and 26.012(1-b)

¹⁸ Tex. Tax Code §26.012(1-a)

¹⁹ Tex. Tax Code §26.04(d-3)

²⁰ Tex. Tax Code §26.012(6)

²¹ Tex. Tax Code §26.012(17)

²² Tex. Tax Code §26.012(17)

²³ Tex. Tax Code §26.04(c)

²⁴ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate	Item 5.
29.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.203371 /\$100	
30.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 893,265,564	
31.	Total prior year M&O levy. Multiply Line 29 by Line 30 and divide by \$100.	\$ 1,816,643	
32.	Adjusted prior year levy for calculating NNR M&O rate. A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year..... + \$ 10,569 B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 493,380 C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0 D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ -482,811 E. Add Line 31 to 32D.	\$ 1,333,832	
33.	Adjusted current year taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 819,715,707	
34.	Current year NNR M&O rate (unadjusted). Divide Line 32E by Line 33 and multiply by \$100.	\$ 0.162718 /\$100	
35.	Rate adjustment for state criminal justice mandate. ²⁶ A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0 B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100	
36.	Rate adjustment for indigent health care expenditures. ²⁷ A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0 B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose..... - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100	

²⁵ [Reserved for expansion]²⁶ Tex. Tax Code §26.044²⁷ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate	Item 5.
37.	Rate adjustment for county indigent defense compensation. ²⁸ A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose..... \$ 0 B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose..... \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Multiply B by 0.05 and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100	
38.	Rate adjustment for county hospital expenditures. ²⁹ A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year..... \$ 0 B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2023 and ending on June 30, 2024. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 D. Multiply B by 0.08 and divide by Line 33 and multiply by \$100..... \$ 0.000000 /\$100 E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100	
39.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year..... \$ 0 B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100 \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100	
40.	Adjusted current year NNR M&O rate. Add Lines 34, 35D, 36D, 37E, and 38E. Subtract Line 39D.	\$ 0.162718 /\$100	
41.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent \$ 554,085 B. Divide Line 41A by Line 33 and multiply by \$100 \$ 0.067594 /\$100 C. Add Line 41B to Line 40.	\$ 0.230312 /\$100	
42.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 41C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 41C by 1.035.	\$ 0.238372 /\$100	

²⁸ Tex. Tax Code §26.0442²⁹ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate	Item 5.
D42.	Disaster Line 42 (D42): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 41C by 1.08. ³⁰ If the taxing unit does not qualify, do not complete Disaster Line 42 (Line D42).	\$ 0.000000 / \$100	
43.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes; (2) are secured by property taxes; (3) are scheduled for payment over a period longer than one year; and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ³¹ Enter debt amount \$ 2,158,253 B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0 C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0 D. Subtract amount paid from other resources - \$ 0 E. Adjusted debt. Subtract B, C and D from A.	\$ 2,158,253	
44.	Certified prior year excess debt collections. Enter the amount certified by the collector. ³²	\$ 241,960	
45.	Adjusted current year debt. Subtract Line 44 from Line 43E.	\$ 1,916,293	
46.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³³ 100.00 % B. Enter the prior year actual collection rate..... 98.90 % C. Enter the 2023 actual collection rate. 99.65 % D. Enter the 2022 actual collection rate. 99.96 % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³⁴	100.00 %	
47.	Current year debt adjusted for collections. Divide Line 45 by Line 46E.	\$ 1,916,293	
48.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 848,317,211	
49.	Current year debt rate. Divide Line 47 by Line 48 and multiply by \$100.	\$ 0.225893 / \$100	
50.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 42 and 49.	\$ 0.464265 / \$100	
D50.	Disaster Line 50 (D50): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D42. Add Line D42 and 49.	\$ 0.000000 / \$100	

³⁰ Tex. Tax Code §26.042(a)³¹ Tex. Tax Code §26.012(7)³² Tex. Tax Code §26.012(10) and 26.04(b)³³ Tex. Tax Code §26.04(b)³⁴ Tex. Tax Code §526.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate	Item 5.
51.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 / \$100	

SECTION 3: NNR Tax Rate and Voter Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
52.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³⁵ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
53.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³⁶ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 52 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁷ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 554,085
54.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 848,317,211
55.	Sales tax adjustment rate. Divide Line 53 by Line 54 and multiply by \$100.	\$ 0.065315 / \$100
56.	Current year NNR tax rate, unadjusted for sales tax. ³⁸ Enter the rate from Line 27 or 28, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.424084 / \$100
57.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 55 from Line 56. Skip to Line 58 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.424084 / \$100
58.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁹ Enter the rate from Line 50, Line D50 (disaster) or Line 51 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.464265 / \$100
59.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 55 from Line 58.	\$ 0.398950 / \$100

SECTION 4: Voter Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
60.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ⁴⁰ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ⁴¹	\$ 0
61.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 848,317,211
62.	Additional rate for pollution control. Divide Line 60 by Line 61 and multiply by \$100.	\$ 0.000000 / \$100

³⁵ Tex. Tax Code §26.041(d)

³⁶ Tex. Tax Code §26.041(i)

³⁷ Tex. Tax Code §26.041(d)

³⁸ Tex. Tax Code §26.04(c)

³⁹ Tex. Tax Code §26.04(c)

⁴⁰ Tex. Tax Code §26.045(d)

⁴¹ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate	Item 5.
63.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 62 to one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties) or Line 59 (taxing units with the additional sales tax).	\$ 0.398950	/ \$100

SECTION 5: Voter Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.⁴² The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴³

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴⁴
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴⁵ or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴⁶

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁷

Line	Unused Increment Rate Worksheet	Amount/Rate
64.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value A. Voter-approval tax rate (Line 68) B. Unused increment rate (Line 67) C. Subtract B from A. D. Adopted Tax Rate E. Subtract D from C. F. 2024 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.461084 / \$100 \$ 0.033956 / \$100 \$ 0.427128 / \$100 \$ 0.432546 / \$100 \$ -0.005418 / \$100 \$ 811,172,072 \$ 0
65.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A. D. Adopted Tax Rate E. Subtract D from C. F. 2023 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.430651 / \$100 \$ 0.000000 / \$100 \$ 0.430651 / \$100 \$ 0.397597 / \$100 \$ 0.033054 / \$100 \$ 781,756,729 \$ 258,401
66.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A. D. Adopted Tax Rate E. Subtract D from C. F. 2022 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.597921 / \$100 \$ 0.056616 / \$100 \$ 0.541305 / \$100 \$ 0.538450 / \$100 \$ 0.002855 / \$100 \$ 596,921,300 \$ 17,042
67.	Total Foregone Revenue Amount. Add Lines 64G, 65G and 66G	\$ 275,443 / \$100
68.	2025 Unused Increment Rate. Divide Line 67 by Line 22 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.032469 / \$100
69.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 68 to one of the following lines (as applicable): Line 50, Line 51 (counties), Line 59 (taxing units with additional sales tax) or Line 63 (taxing units with pollution)	\$ 0.431419 / \$100

⁴² Tex. Tax Code §26.013(b)

⁴³ Tex. Tax Code §526.013(a)(1-a), (1-b), and (2)

⁴⁴ Tex. Tax Code §526.04(c)(2)(A) and 26.042(a)

⁴⁵ Tex. Tax Code §526.0501(a) and (c)

⁴⁶ Tex. Local Gov't Code §120.007(d)

⁴⁷ Tex. Local Gov't Code §26.04(c)(2)(B)

SECTION 6: De Minimis Rate

Item 5.

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁹

Line	De Minimis Rate Worksheet	Amount/Rate
70.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 40 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.162718 /\$100
71.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 848,317,211
72.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 71 and multiply by \$100.	\$ 0.058940 /\$100
73.	Current year debt rate. Enter the rate from Line 49 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.225893 /\$100
74.	De minimis rate. Add Lines 70, 72 and 73.	\$ 0.447551 /\$100

SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁵⁰

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁵¹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
75.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.432546 /\$100
76.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. ⁵² If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵³ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
77.	Increase in 2024 tax rate due to disaster. Subtract Line 76 from Line 75.	\$ 0.000000 /\$100
78.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 798,627,769
79.	Emergency revenue. Multiply Line 77 by Line 78 and divide by \$100.	\$ 0
80.	Adjusted 2024 taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 819,715,707
81.	Emergency revenue rate. Divide Line 79 by Line 80 and multiply by \$100. ⁵³	\$ 0.000000 /\$100

⁴⁸ Tex. Tax Code §26.012(8-a)⁴⁹ Tex. Tax Code §26.063(a)(1)⁵⁰ Tex. Tax Code §26.042(b)⁵¹ Tex. Tax Code §26.042(f)⁵² Tex. Tax Code §26.042(c)⁵³ Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate	Item 5.
82.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 81 from one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (taxing units with the additional sales tax), Line 63 (taxing units with pollution control) or Line 69 (taxing units with the unused increment rate).	\$ 0.431419 /\$100	

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.424084 /\$100

As applicable, enter the current year NNR tax rate from: Line 27, Line 28 (counties), or Line 57 (adjusted for sales tax).

Indicate the line number used: 27

Voter-approval tax rate. \$ 0.431419 /\$100

As applicable, enter the current year voter-approval tax rate from: Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (adjusted for sales tax), Line 63 (adjusted for pollution control), Line 69 (adjusted for unused increment), or Line 82 (adjusted for emergency revenue).

Indicate the line number used: 69

De minimis rate. \$ 0.447551 /\$100

If applicable, enter the current year de minimis rate from Line 74.

SECTION 9: Addendum

An affected taxing unit that enters an amount described by Tax Code Section 26.012(6)(C) in line 21 must include the following as an addendum:

1. Documentation that supports the exclusion of value under Tax Code Section 26.012(6)(C); and
2. Each statement submitted to the designated officer or employee by the property owner or entity as required by Tax Code Section 41.48(c)(2) for that tax year.

Insert hyperlinks to supporting documentation:

SECTION 10: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵⁴

print here ➔ BRYAN GRIMES
Printed Name of Taxing Unit Representative

sign here ➔ 
Taxing Unit Representative

8-6-2025
Date

⁵⁴ Tex. Tax Code §§26.04(c-2) and (d-2)



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: August 12, 2025	Department: Planning & Development	Presented By: Chelsea Kirkland, City Planner Toni Fisher, Asst. City Mgr.-Dvmt
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AGENDA ITEM:

Discussion & Action: to allow Developer and Staff to proceed with the creation of the Development Agreement for the proposed residential development consisting of approximate 82.37-acres, situated in the McCarver Survey, Abstract 910, the W. Franklin Survey, Abstract Number 468, The M.M. Edwards Survey, Abstract 1955, & the J.B. Wynn Survey, Abstract 1637, a portion being within the Extraterritorial Jurisdiction and remainder within the city limits of the City of Willow Park, Parker County, Texas.

BACKGROUND:

As was presented at the City Council meeting on July 8, 2025, Property Owner, Brothers In Christ Properties, LLC, and Developer, Skorburg Company, in partnership, brought forth the master planned, residential community proposal and presentation for the “Clearion” and “The Heights at Clearion” (previously referred to as “The Bluffs”) subdivision, whose legal description is listed above. Although the subdivision name may change, this residential development will consist of 244 residential lots, ranging from 5,000 square feet to 19,800 square feet, and one 17-acre park with amenities to be dedicated to the city.

Per the decision of Mayor Palmer and city staff, the Developers presented their subdivision proposal at the Council Meeting on July 8, 2025 and were to return to the July 22, 2025 meeting to address any questions from Council and those received by staff in the past two weeks from residents. Since this did not happen, the Developers return at this meeting to answer those questions. As of this brief, there were only two questions asked online that evening, both of which were addressed in the presentation.

At this meeting, City Council is requested to take action for proceeding with the creation of the Development Agreement for this subdivision, a document which will mirror the terms in the attached presentation and include the voluntary annexation of approximately 64 acres into the City of Willow Park. A finalized document will be presented to City Council for review and approval, after which time the subdivision will be presented to Planning & Zoning Commission and City Council for approval of platting and rezoning from R-1 residential to a Planned Development District of multi-residential zoning.

STAFF RECOMMENDATION:

City staff recommend that the City Council proceed with the Development Agreement, as presented.

EXHIBITS: Clearion presentation packet

RECOMMENDED MOTION:

Motion to allow Developer and Staff to proceed with the creation of the Development Agreement for the proposed approximate 82.37-acres situated in the McCarver Survey, Abstract 910, the W. Franklin Survey, Abstract Number 468, The M.M. Edwards Survey, Abstract 1955, & the J.B. Wynn Survey, Abstract 1637, a portion being within the Extraterritorial Jurisdiction and remainder within the city limits of the City of Willow Park, Parker County, Texas.








Willow Park
TEXAS

FREQUENTLY ASKED QUESTIONS

Question: What does the concept plan look like for Clearion, how many lots are there and what are the lot sizes proposed?

Answer: Please see below.



LOT SIZE	# OF LOTS
 COTTAGE HOMESITES (MIN. 5,000 SF)	70
 EXECUTIVE HOMESITES (MIN. 6,000 SF)	69
 ESTATE HOMESITES (MIN. 7,200 SF)	66
 SIGNATURE HOMESITES (MIN. 10,400 SF)	20
 LUXURY HOMESITES (MIN. 19,800 SF)	19
TOTAL	244

Question: Has the City of Willow Park already approved the rezoning for what you are proposing?

Answer: No. Of the approximately 82 acres proposed for the project, about 62 acres are currently located outside the city limits and must be annexed before any rezoning can occur. As part of a Developer's Agreement to be finalized with the City Council, the developer will seek voluntary annexation of the 62 acres and concurrently request Planned Development (PD) zoning for the entire 82-acre site. The proposed PD zoning would allow for a variety of lot sizes - as shown above - from a minimum of 5,000 square feet near the planned park area on the west side, to larger lots of approximately ½ acre on the east side adjacent to existing Willow Wood residents.

Question: Why are there many different lot sizes?

Answer: Offering a variety of lot sizes enables us to create a community that caters to a diverse range of homebuyers—from first-time buyers and growing families to those seeking more spacious, upscale homes. This thoughtful mix supports long-term neighborhood stability and broad market appeal. Home prices are expected to range from the mid-\$400,000s to over \$1 million, depending on lot size, home design, and location within the community.

Question: Have you considered subdividing the entire property into one-acre lots?

Answer: We know that nearby neighborhoods like Squaw Creek and Willow Wood, to the north and northeast, are made up of one-acre or larger lots. We've spent time meeting with residents from these communities and listening to their concerns, and we've made real changes to our plan in response.

In the updated design for Clearion, the largest lots—nearly half an acre—will be situated adjacent to existing homes in Squaw Creek and Willow Wood. From there, lot sizes will gradually decrease, but none will be smaller than 5,000 square feet. This creates a natural transition and ensures that the lots west of the future JD Towles extension are similar in size to those in the Reserves at Trinity subdivision to the south.

Making every lot an acre or more would push home prices far out of reach for many families and reduce the variety of housing types the community needs. Like much of the country, Willow Park is facing a growing challenge with housing affordability. Many young families and first-time buyers are finding it harder than ever to move from renting to owning a home.

Clearion is designed to address this by offering a thoughtful mix of lot sizes and home types, so we can provide high-quality housing at a range of price points. And while some lots will be smaller, home values in Clearion are projected to match — and in most cases exceed — the higher end of prices in Squaw Creek and Willow Wood.

Question: Do you have representative photos of what the homes might look like on the various lot sizes?

Answer: Yes, please see below:

Representative Cottage Homesites – High Quality, Unique Product



Representative Executive and Estate Homesites



Representative Signature and Luxury Homesites



Question: Are the Cottage Lots intended for apartments, townhomes, or rental housing?

Answer: No. The Cottage Lots are not designed for apartments, attached townhomes, or rental-only housing. These are thoughtfully designed, single-family detached homes that will be sold to individual homeowners, with starting prices in the low \$400,000s. While they offer the charm and efficiency often associated with townhomes, each home stands alone—providing privacy, ownership, and ease of

maintenance. This product has been successfully introduced in several communities across DFW and has proven especially popular with working families, young professionals, and seniors looking to downsize without sacrificing quality.

Question: Will there be an entry point allowing access to Royal View Lane and the Willow Wood community?

Answer: No. An electronic emergency access gate will be installed at Royal View Drive, with access restricted solely to emergency personnel and controlled by the City. Residents of Clearion will not be able to enter or exit the community through this point.

Question: Does the Concept Plan take into consideration the existing vertical bluff on the east side of the property?

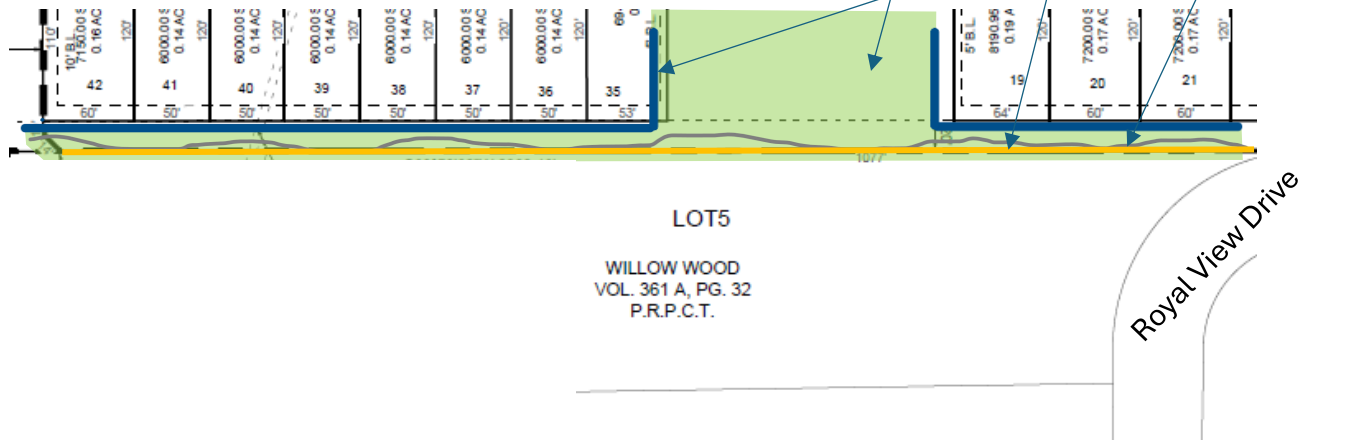
Answer: As shown in the diagram to the right, the developer has thoughtfully accounted for the existing vertical bluff by designating a large green space over that area, preserving its natural character and integrating it into the overall community plan.



Question: What type of fence, wall, or barrier will be built on the south side of the property between Clearion and Royal View Lane?

Answer:

- There will be a 20' landscaped buffer along the property line
- The builders, at the time of home construction, will install a 6' cedar privacy fence.
- There will be a walking trail within the 20' landscape buffer accessible by all
- We will install a 4' decorative metal fence on the south property line.



Question: What is the anticipated construction timeline for the project?

Answer: Infrastructure improvements, including water, sewer, and streets, are expected to take approximately 15 to 18 months to complete. Once that phase is complete, home construction will begin and is projected to continue for approximately four additional years until the community is fully developed. Barring any major market disruptions, the entire development process—from initial infrastructure work to completion of the last home—is expected to span about 5 years.

Question: Will there be a homeowner's association?

Answer: Yes. A mandatory homeowners association will ensure the long-term care of open space, common areas, trails, and entry features, while upholding design standards that protect property values and contribute to the neighborhood's unified identity.

Question: What amenities are being planned for Clearion?

Answer: The developer plans to dedicate approximately 16.5 acres of parkland to the city as an extension of **Kings Gate Park**. In addition, the project will include roughly 6,000 linear feet of hike and bike trails, with about 3,900 feet located within the public park area. The trail within the public park will feature a 10-foot-wide concrete trail alongside a parallel dirt path for bikes. The developer will also construct a permanent restroom facility and a paved parking area within the dedicated parkland to enhance accessibility and usability for the public.

Question: We've heard there will be some improvements to Crown Road. What will that entail?

Answer: The primary improvements will involve coordination with Parker County to **widen the existing Crown Road** bridge and construct a T-intersection where Crown Road meets the new east-west road that will pass through Clearion's dedicated parkland and install appropriate traffic control signage at the new intersection.

These enhancements are intended to address and improve safety at the existing hazardous S-curve in this area.



Question: Are there any city incentives being offered on this project?

Answer: **No. The developer is not seeking any financial incentives from the City,** such as participation in a Tax Increment Reinvestment Zone (TIRZ) or the formation of a Public Improvement District (PID). **All major infrastructure improvements will be funded entirely by the developer, without City contribution.** Additionally, all applicable water and sewer impact fees for single-family homes, as outlined in the City's ordinance, will be paid at the time building permits are issued.

Question: What are the key benefits of Clearion to the City of Willow Park and its residents?

Answer: Clearion will bring significant long-term benefits to the City of Willow Park. The addition of 240+ new homes will attract new families, helping to boost local commerce by increasing activity at the Shops at Willow Park and other nearby retail and commercial centers—supporting both existing and future businesses.

Economically, the community is projected to generate substantial annual property tax revenue once fully built out, based on an estimated total assessed value of approximately \$156 million. These funds will help support essential city services—such as public safety, infrastructure, and parks—providing broad benefits for all Willow Park residents.

Lot Type	# of Lots	Exp. Avg. Value	Aggregate Values
Cottage	70	\$460,000	\$32,200,000
Executive	69	\$610,000	\$42,090,000
Estate	66	\$700,000	\$46,200,000
Signature	20	\$815,000	\$16,300,000
Luxury	19	\$1,000,000	\$19,000,000
Total Projected Value at Build-Out:			\$155,790,000
Projected Annual City Tax Revenue at Build-Out:			\$673,863

Based on proposed rate of .432546 per \$100 of assessed property value



Willow Park
TEXAS



Memorandum of Understanding (“MOU”) outlining the vision and details to be included in the Development Agreement for Clearion, a proposed master-planned community to be annexed into the City of Willow Park.

Introduction

On behalf of our development team — Skorburg Development Company and Brothers in Christ Properties — We are pleased to present the vision for **Clearion**, a thoughtfully designed master-planned community embodying the shared commitment to responsible growth, long-term community value, and high-quality development.

This proposal reflects a collaborative effort to deliver a neighborhood that aligns with the City of Willow Park’s goals for sustainable development, economic vitality, and preservation of community character. In shaping this vision, we have been mindful of the concerns of surrounding property owners, with the intent of creating a community that respects its neighbors, complements existing development, and enhances the area as a whole.

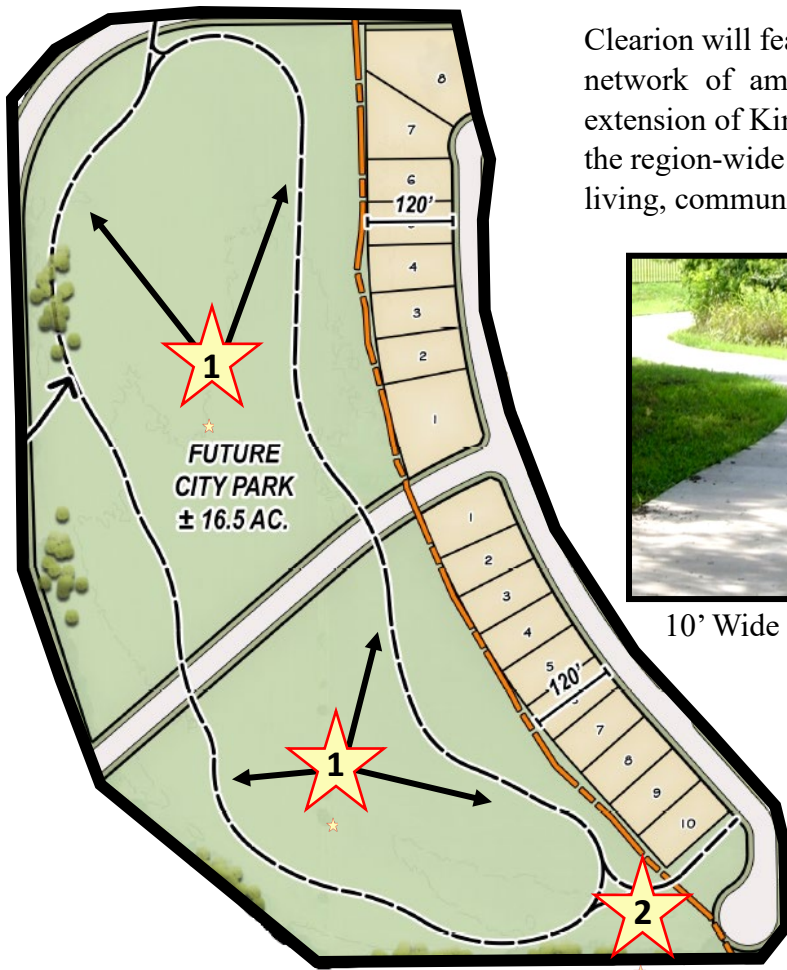
We believe Clearion will contribute meaningfully to the city’s future by supporting infrastructure expansion, enriching public amenities, and enhancing the quality of life for both new and existing residents. We look forward to partnering with the City of Willow Park to bring this vision to reality and ensure Clearion becomes a lasting source of pride for the entire community.

Vision for Clearion.

Clearion is envisioned as a sustainable, master-planned community that will complement and enhance Willow Park through thoughtful design and responsible growth. Consisting of approximately 82 acres, Clearion will offer a vibrant, enduring neighborhood that integrates seamlessly with its surroundings and preserves the natural character of the area.



Clearion will feature traditional neighborhood design enriched by a robust network of amenities, including a nearly 17-acre public park (as an extension of King's Gate Park), internal walking trails, and connections to the region-wide bike and trail system. These amenities will promote active living, community engagement, and environmental stewardship.

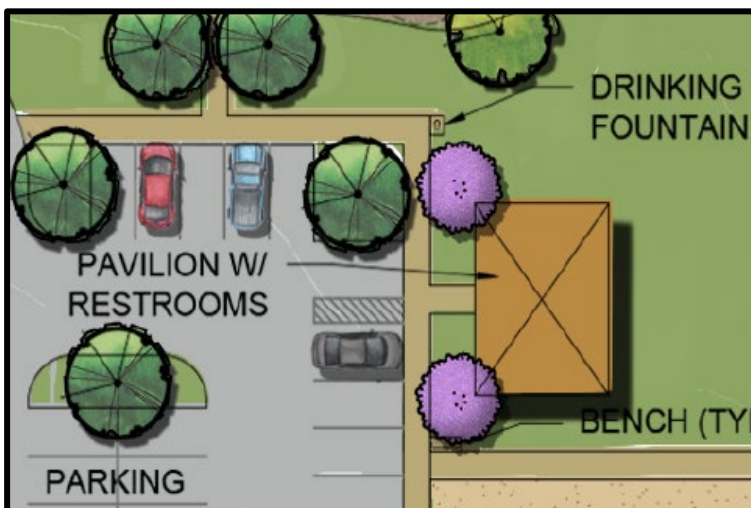


10' Wide Concrete Trail Section



With meandering dirt trail adjacent

A mandatory homeowners association will ensure the long-term care of open space, common areas, trails, and entry features, while upholding design standards that protect property values and contribute to the neighborhood's unified identity.



2 A permanent restroom facility and parking area will be constructed as part of the project.



The community will provide a variety of lot sizes — from cottage homesites to luxury estates — supporting a diverse mix of high-quality housing options and price points to meet the needs of Willow Park’s growing and varied population. The addition of more than 244 new homes will help sustain the city’s economic vitality by supporting growth at the Shops at Willow Park and surrounding commercial districts.

LOT SIZE	#	Item 6.
COTTAGE HOMESITES (MIN. 5,000 SF)	70	
EXECUTIVE HOMESITES (MIN. 6,000 SF)	69	
ESTATE HOMESITES (MIN. 7,200 SF)	66	
SIGNATURE HOMESITES (MIN. 10,400 SF)	20	
LUXURY HOMESITES (MIN. 19,800 SF)	19	
TOTAL	244	

Representative Cottage Homesites – High Quality, Unique Product



Representative Executive and Estate Homesites



Representative Signature and Luxury Homesites

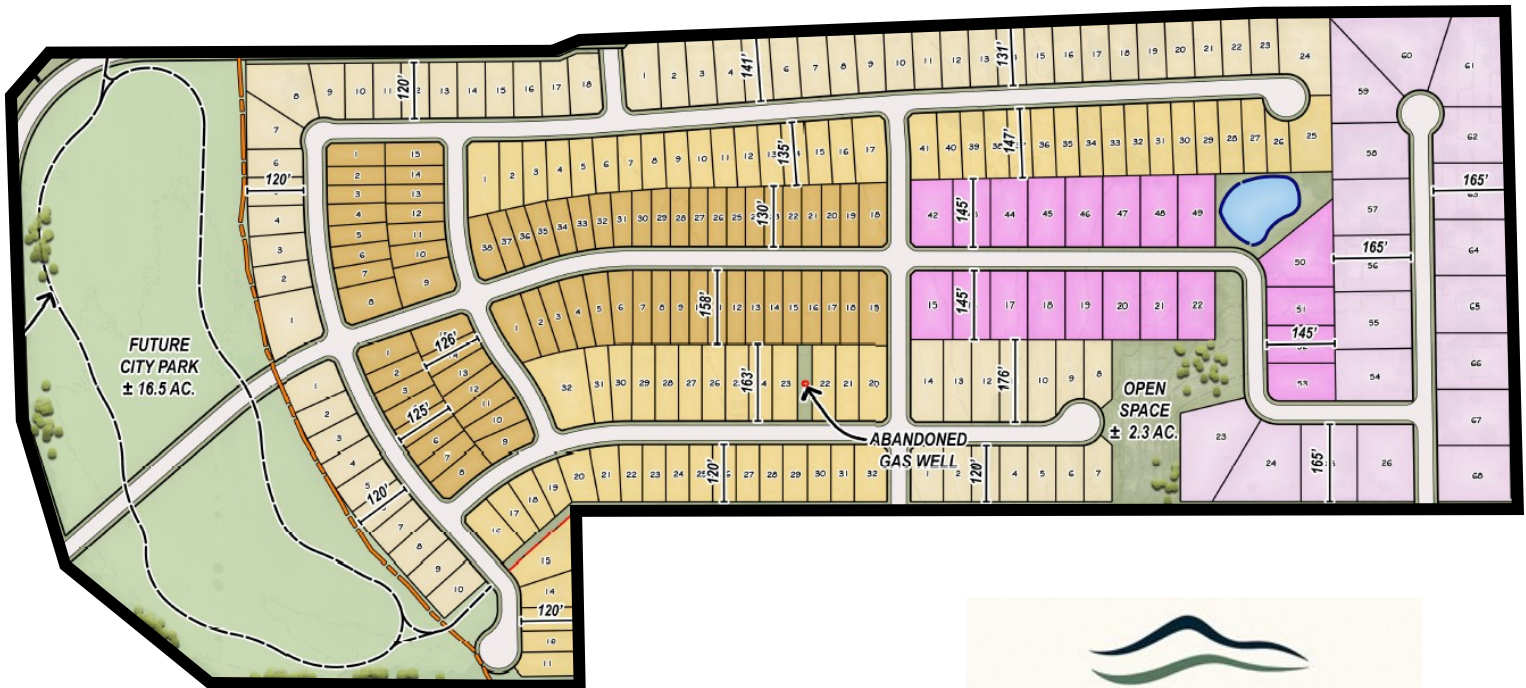


As shown below, Clearion will have cohesive branding — including the opportunity for distinct enclaves such as The Heights at Clearion — which will further strengthen its sense of place.



Together, these elements position Clearion as a model of high-quality, well-integrated development that will contribute positively to the future of Willow Park

Project Concept Plan Overview:

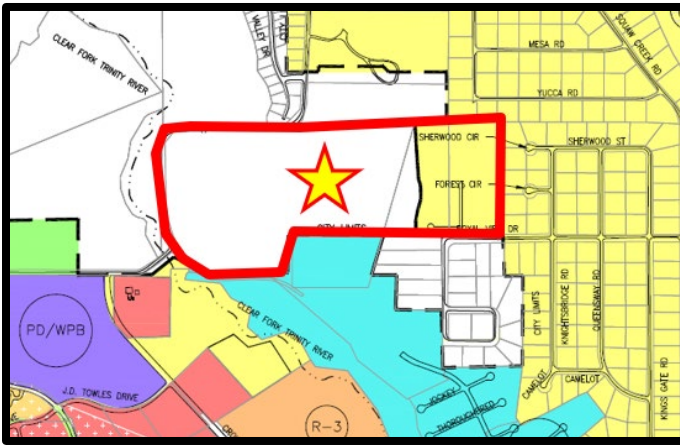


The Clearion logo, featuring a stylized blue wave above the word 'CLEARION' in a large, serif, blue font.

Project Details:

Project Acreage and Location

- The proposed Clearion masterplan encompasses approximately 82.4 acres, consisting of +/- 20.31 acres located within the city limits of Willow Park and the remaining +/- 62.09 acres situated in Willow Park's Extra Territorial Jurisdiction ("ETJ"). The site is bordered by Crown Road and the Clear Fork Trinity River to the west, Crown Road and the Oeste Ranch Golf Course to the north and northwest, and additional Willow Park ETJ property and R-1 Single Family Residential to the northeast. South of the property is a future phase of The Reserves at Trinity single-family community.



Homesite Mix and Sizes

Cottage Homesites (min. 5,000 SF).....	70
Executive Homesites (min. 6,000 SF).....	69
Estate Homesites (min. 7,200 SF).....	66
Signature Homesites (min. 10,400 SF).....	20
Luxury Homesites (min. 19,800 SF).....	19

Total Project Homesites.....244

Design Guidelines

- Maximum Coverage (all homesites) - 65%
- Garages: All homes will include, at a minimum, a two (2) car garage
- Driveways
 - Min 20' garage setbacks on all homesites
 - Driveway width must accommodate two (2) vehicles parked side by side

- Minimum Building Setbacks (all homesites):
 - Front Yard: 20' *
 - Rear Yard: 10'
 - Side Yard: 5'
 - Corner Side Yard (adjacent to street): 10'

* Porches may encroach upon the front yard setback a maximum of 5'
- Minimum New Home Square Footage Chart

Homesite Category	Minimum Home Square Footage
Cottage Homesites	1,800 SF
Executive Homesites	1,850 SF
Estate Homesites	2,000 SF
Signature Homesites	2,000 SF
Luxury Homesites	2,200 SF

- Max building height / stories – two (2) stories with a max of 36'
- Masonry Requirements:
 - Minimum of 85% overall masonry (exclusive of openings, insets, protrusions or areas under covered porches). Masonry includes brick, stone, stucco or cementitious siding.
- Roof Pitch/Material
 - Minimum of 8:12 excluding porches, patios and dormers unless approved by ACC.
 - Minimum 30-year architectural style shingles, complimentary to home color palate and approved by ACC.
- Anti-Monotony
 - Floorplan – no same floorplan may be repeated on adjacent homesites or directly across the street.
 - Floorplan and Elevation – the same floorplan and elevation shall be separated by no fewer than two (2) homesites on the same side of the street or directly across and adjacent homesites on opposite side of the street.

Minimum Landscape and Irrigation Requirements

- Residential, perimeter walls, parkways, right-of-way, parks, and amenity areas shall be provided with vertical landscaping and irrigation systems. A conceptual landscape & hardscape plan will be submitted with the PD Zoning application and a detailed landscape plan will be required and submitted with the civil plans.

- All single-family homesites shall contain a minimum of two shade trees per dwelling, spaced appropriately, in the front yard or along the parkway with the exception of the Cottage homesites which shall contain a minimum of one shade tree per dwelling.
- At least 5% of the front yard shall be landscaped with ornamental grasses, flora, shrubs, bushes, and/or trees.
- Street trees shall be at least six feet (6') in height and three-inch (3") caliper.

Public Park

- Approximately 16.5 acres on the westernmost portion of the property
- Passive amenities shall adhere with the common theme established in the Kings Gate Park precedent imagery. Contemplated improvements include:
 - (1) Cabana or other shade/picnic pavilion;
 - (2) Pedestrian connections to community park amenities;
 - (3) Seating (individual seats, benches and/or gliders);
 - (4) Trash receptacles;
 - (5) Pet waste stations; and
 - (6) Wayfinding and trail signage

SHADE STRUCTURES



WILDFLOWER MEADOWS



WAYFINDING

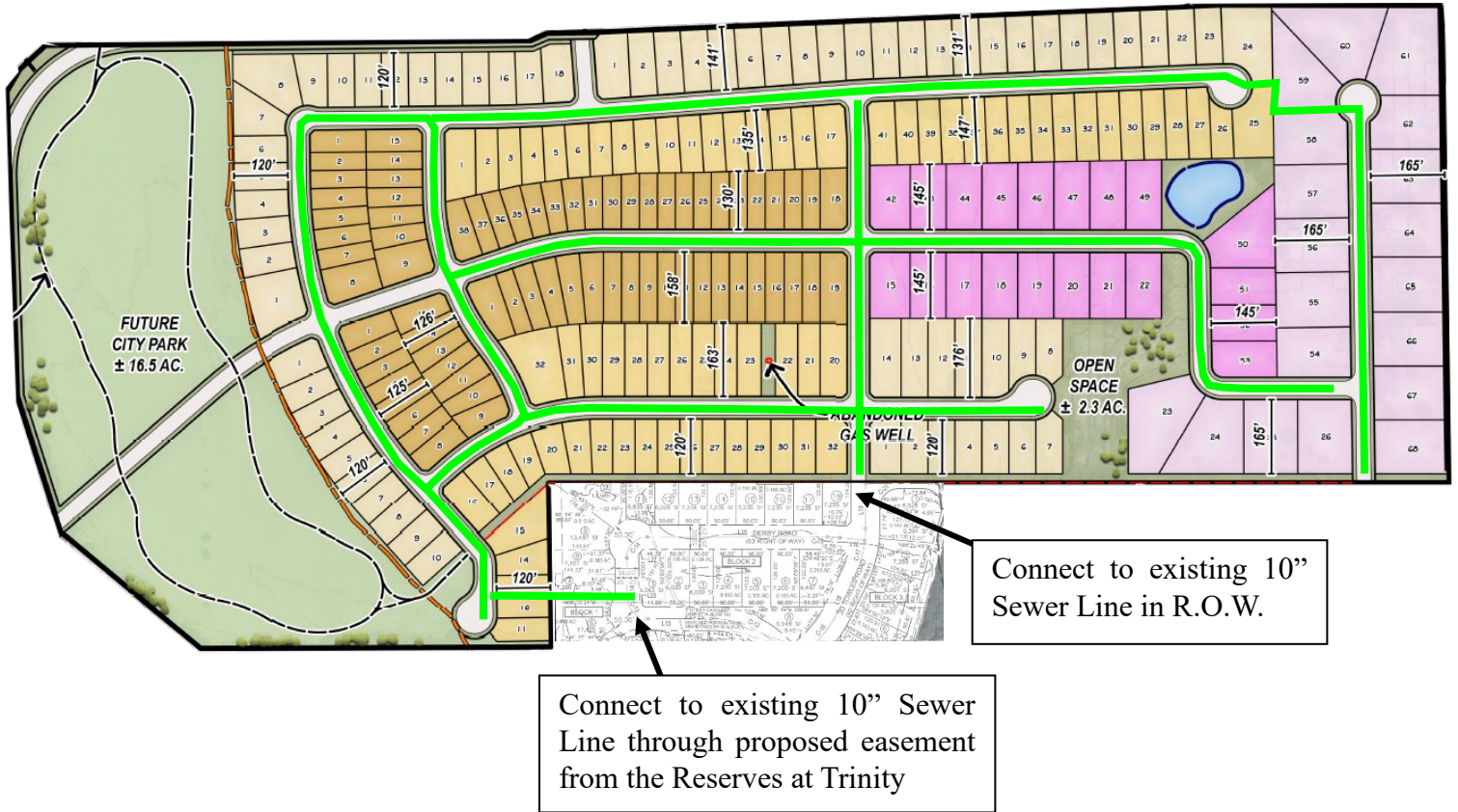


SEATING AREAS

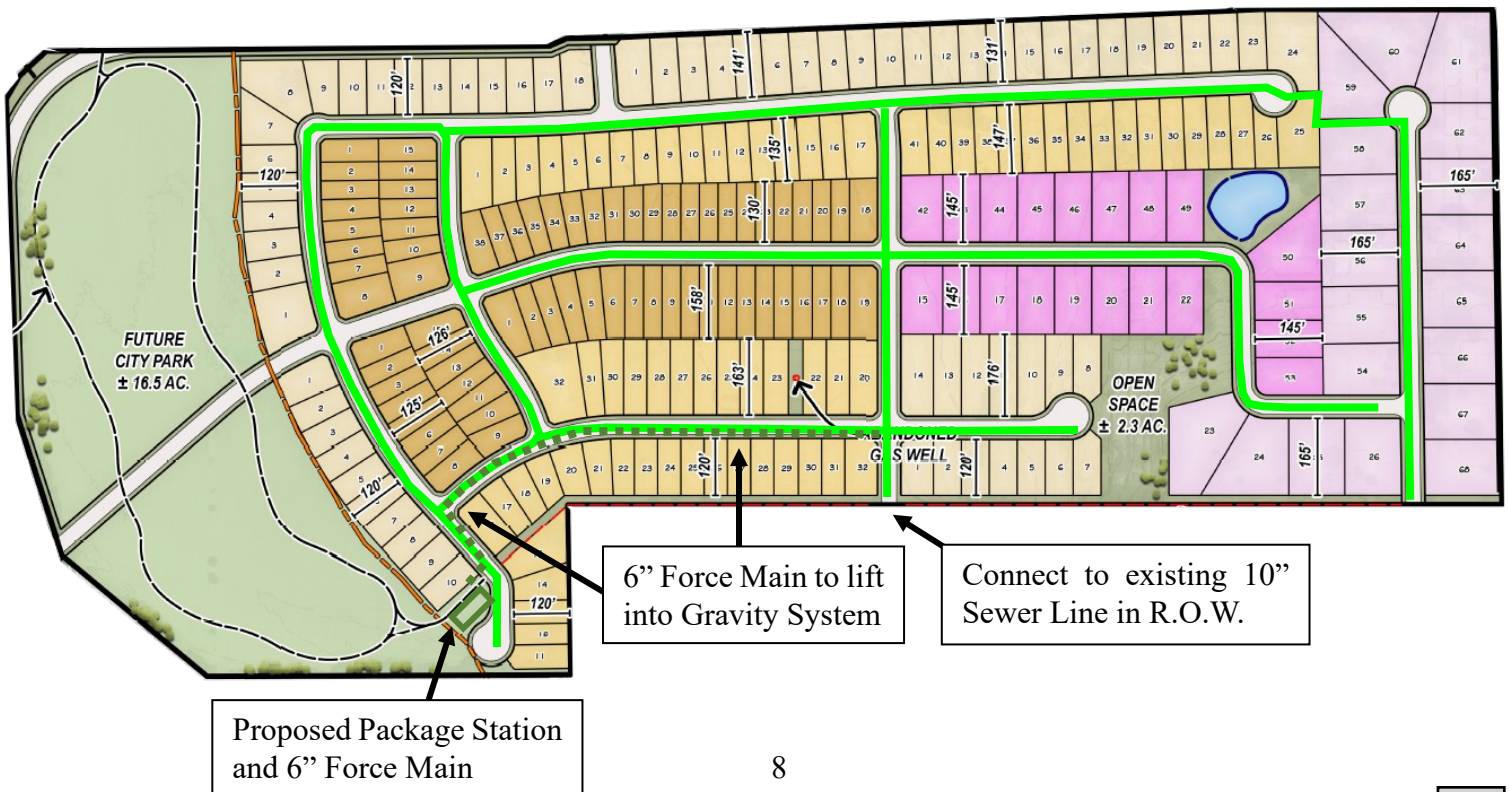


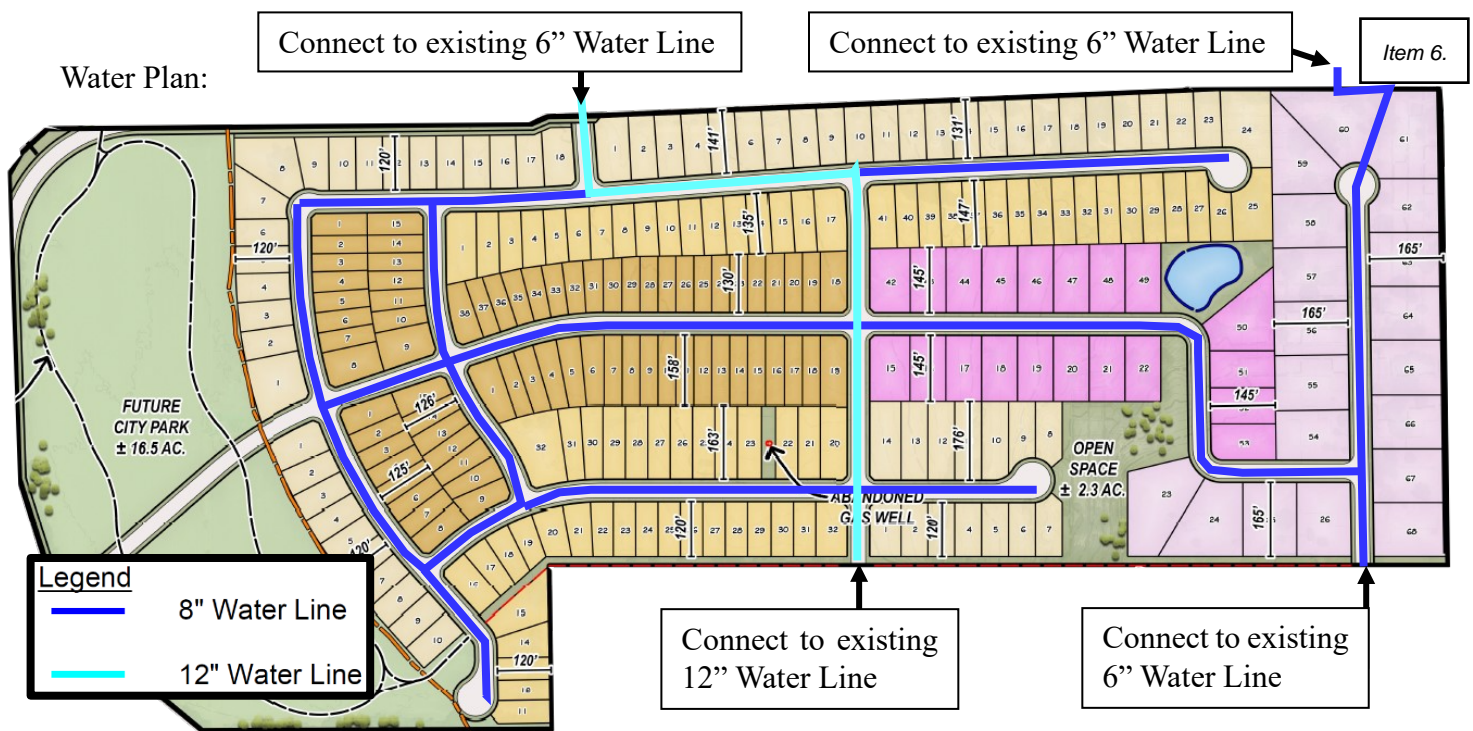
Public Infrastructure

- Sewer Plan Option A:

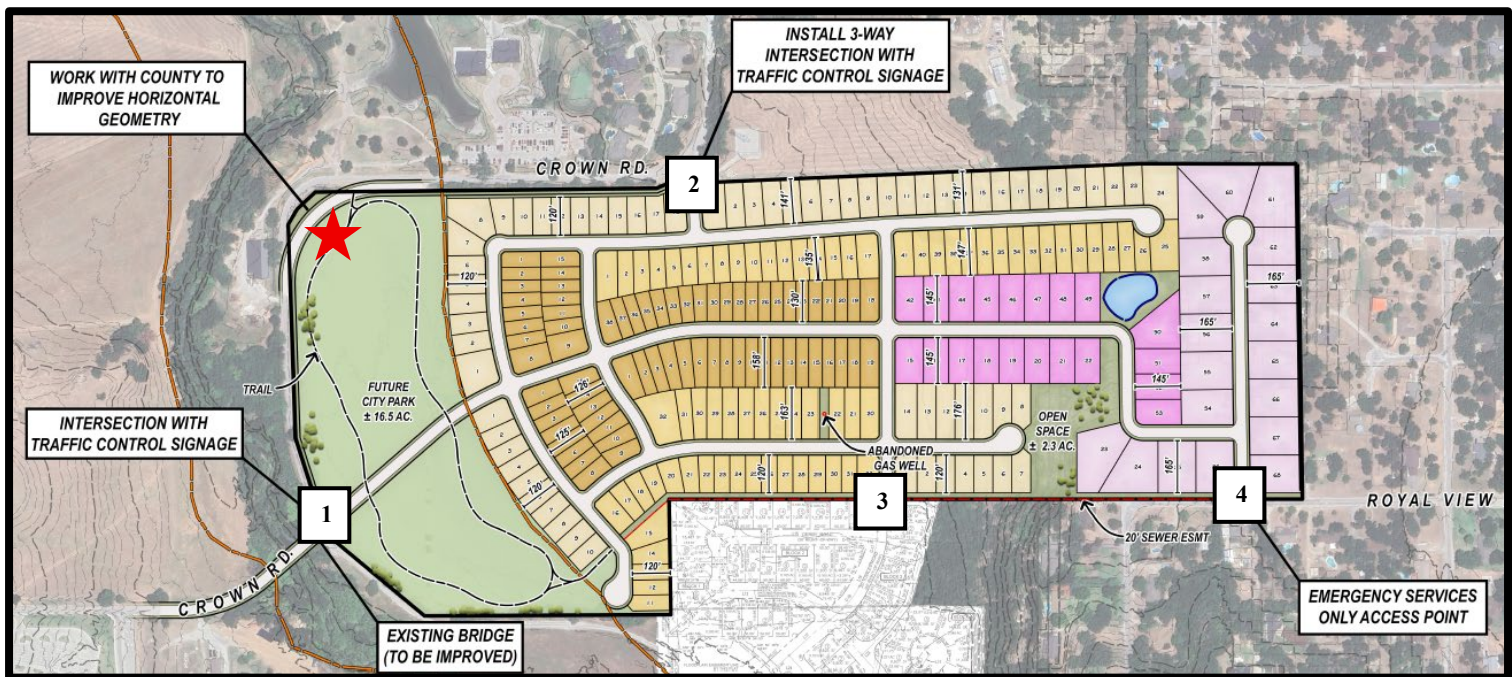


- Sewer Plan Option B:





Roadway Plan:



- 1) Developer to construct improvements to existing Crown Road Bridge and install traffic control signage at point of connection extending through Park Dedication Area.
- 2) Developer to construct 3-way intersection with traffic control at Crown Rd. connection.
- 3) Developer to taper down to 50' R.O.W. section within entry section to Clearion from the future J.D. Towles connection planned as a 60' R.O.W.
- 4) Developer will construct emergency access gate and assign control of access to City for emergency personnel use only on the restricted connection point to Royal View Dr.



Developer will work collaboratively with Parker County on improved Crown Rd. alignment and voluntarily dedicate additional Crown Road R.O.W. in NW section of Park Area.

Anticipated Timeframe for Entitlements, Construction, & Build-Out

- Approvals Timeframe:

Project Overview Presentation to Council

Action Item: Authorize staff to proceed with D.A.

Development Agreement to City Council

Annexation Petition Effective, Zoning Application Active

P&Z Recommendation on Zoning

Must occur prior to Council action on Zoning

Council Zoning and Annexation

Finalize Annexation and P.D. Zoning

C.C. Staff D.A. Authorization	7/8/2025
C.C. D.A. & Annex. Petition	7/22/2025 or 8/12/2025
P&Z Zoning	8/19/2025
C.C. Zoning & Annexation	8/26/2025

- Project to be constructed in 1-Phase; Estimated Lot Delivery: Q4 2026.
- Projected Home-Sale and Build-Out: Q4 2026 – Q4 2029.

City Involvement and Expectations

- City to expand their CCN boundaries to include the entirety of the +/- 82.4-acre property and provide water and sewer services to the community, with sufficient capacity in existing City facilities for contemplated infrastructure connection.
- Unless otherwise specifically set forth, all Public Infrastructure shall be owned by the City upon acceptance of design and construction in accordance with the City Code.
 - Portions of Crown Road and Bridge Improvements may be owned by Parker County. Ownership and maintenance responsibility upon completion of construction for specific sections to be defined in Development Agreement.
- Parkland Acceptance: Developer agrees to dedicate approximately 16.5 acres (but in no event less than 15 acres) of parkland to the City and construct approximately 3,900 linear feet of 10' wide concrete trail and adjacent dirt trail within Park Dedication Land. Developer agrees to construct permanent restroom facility and a paved parking area within the Park Dedication Land. Developer shall be deemed to have satisfied all applicable parkland dedication requirements or fees required in lieu thereof.
- Developer is not requesting City participation in a TIRZ or PID. Developer will be responsible for constructing the Major Infrastructure improvements contemplated herein. The applicable Water Impact Fees and Sewer Impact Fees for single-family designated in the City Ordinance will be due and payable at the time of building permit.

Projected Tax Benefit to City

Lot Type	# of Lots	Exp. Avg. Value	Aggregate Values
Cottage	70	\$460,000	\$32,200,000
Executive	69	\$610,000	\$42,090,000
Estate	66	\$700,000	\$46,200,000
Signature	20	\$815,000	\$16,300,000
Luxury	19	\$1,000,000	\$19,000,000
Total Projected Value at Build-Out:			\$155,790,000
Projected Annual City Tax Revenue at Build-Out:			\$673,863

Based on proposed rate of .432546 per \$100 of assessed property value

Clearion – Summary of Key Elements

- Voluntary Annexation into City Limits, enhancing Willow Park’s tax base and extending Willow Park’s CCN.
- Voluntary Developer Agreement providing for enhanced development and building standards.
- Varying home sizes, creating a diversity of product and price points in accordance with Willow Park’s Comprehensive Plan.
- Improved traffic pattern and circulation for surrounding area:
 - Crown Road Bridge improvement and safer connection to Crown Pointe Blvd, improving access to nearby retail and commercial.
 - Installation of 3-way intersection with controlled access on Crown Road, helping to alleviate existing traffic concerns.
 - Dedication of R.O.W. along Crown Road providing for enhanced roadway alignment and future expansion.
 - Emergency-only access on Royal View Drive, restricting ingress/egress impact on adjacent neighbors.
- Dedication of +/- 16.5-acres to the City, at no cost to the City. Perfect for future King’s Gate Park connection.
- Construction of +/- 6,000’ of hike & bike trail throughout Park Area/southern boundary, as well as construction of parking, pavilion, and restroom facilities.
- Enhanced Landscape and Hardscape at entry points, common areas throughout to retain value.
- Professionally managed mandatory Homeowners’ Association.



PARKS DEPARTMENT AGENDA ITEM BRIEFING SHEET

Council Date: August 12, 2025	Department: Parks	Presented By: Mandy McCarley, Parks Director Toni Fisher, Asst. City Mgr.
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AGENDA ITEM:

Discussion & Action: For approval of 2025-26 Christmas lighting contract with Murphy Christmas Lighting.

BACKGROUND:

The City of Willow Park and Murphy Christmas Lighting had a 3-year contract for citywide holiday lighting and decoration storage, installation, and removal for years 2022, 2023, and 2024. Each year, citywide Christmas decorations were added and, what started as a simple 14' outdoor Christmas tree at City Hall and lights in adjoining parks have grown to include lighting at the new City Hall site, within our new Kings Gate Park, and a beautiful 30' Christmas tree, seen from passers-by on I-20 and a mile in all directions. Each year, Staff received many positive responses and joyful community feedback.

The first year's Christmas Tree Lighting in 2022 has become an annual event our citizens look forward to and its attendance has tripled. Troubleshooting and attendance by Murphy Christmas Lighting owner and personnel have assured the timing of the lighting event was spectacular and seamless.

The customer service of this company has been phenomenal. As part of our contract, company staff regularly checked all lights on every building and in every park to make sure all are operational. When we have had breakers tripped due to rainy weather, they have been accessible and quickly onsite.

The FY 2024-25 budget for Christmas lighting was \$40,000 at an actual cost of \$39,508.38. The proposal presented is for one (1) year and includes the same lighting and decorations as last year, plus updated pricing for actual trees to be wrapped and the new option of lighting of the bridge at Cross Timbers Park.

STAFF RECOMMENDATION:

Staff recommend approval of the contract for Murphy Christmas Lighting for 2025 for \$46,955.16.

RECOMMENDED MOTION:

Approval of 2025 Christmas lighting contract with Murphy Christmas Lighting, as presented.



Murphy Christmas Lighting

3800 Haslet Roanoke Road | 33 | Roanoke, Texas 76262
 7194325687 | jmurphy@murphychristmaslighting.com |
<https://murphychristmaslighting.com>

RECIPIENT:

City of Willow Park

120 El Chico Trail
 Willow Park, Texas 76087

Quote #5086

Sent on 06/27/2025

Total \$46,955.16

Product/Service	Description	Qty.	Unit Price	Total
Memorial Park: Trees	5mm mini lights: Warm White *37 tree's main trunk wrapped up to 10 feet high*	225	\$15.33	\$3,449.25
Memorial Park: Gazebo	C9 LED: Warm White *360 wrap of roofline*	50	\$4.00	\$200.00
Cross Timbers Park: Trees	5mm mini lights: Warm White *2 tree's main trunk wrapped up to 10 feet high*	14	\$15.33	\$214.62
Cross Timbers Park: Front Roofline	C9 LED: Warm White *360 wrap of roofline*	50	\$4.00	\$200.00
Cross Timbers Park: Bridge	5mm mini lights: Warm White *Side & Top Beams Wrapped* RGBW Splashes Turned Green & Illuminating Bridge *Power can be pulled from the top of the Public Safety Building & Ran to Bridge*	1	\$3,000.00	\$3,000.00
City Hall: Front Roofline	C9 LED: Warm White *includes street side building as well* *Used Footage from Past Installation of old city hall and contract added into new roofline.*	755	\$4.00	\$3,020.00
City Hall: Garland	9x14" Lit Garland on Largest Main Wooden Column Beams City Color Ornaments= Gold & Green 12" Gold Bow	8	\$155.00	\$1,240.00
City Hall: Wreath	48" Prelit: Warm White 18" Gold Bow City Color Ornaments= Gold & Green *On smaller peaks wooden beams*	4	\$375.00	\$1,500.00
City Hall: Wreath	60" Prelit: Warm White 24" Gold Bow City Color Ornaments= Gold & Green *On Larger peaks wooden beams & street side of building*	3	\$600.00	\$1,800.00
City Hall: Tower Tree	30 ft Tower tree 5mm Warm White mini's: branches C7 LED: Warm White 3' Topper City Color Ornaments= Gold & Green	1	\$23,600.00	\$23,600.00
City Hall: Tower Tree	C7 LED Green Canopy Swirl	1	\$2,000.00	\$2,000.00



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Product/Service	Description	Qty.	Unit Price	Total
City Hall: Trees	5mm mini lights: Warm White *2 Cypress tree's Canopy swirl wrapped to top*	1	\$907.00	\$907.00
Public Safety Building: Front building	C9 LED: Warm White *includes sides of building as well*	895	\$4.25	\$3,803.75
Kings Gate Park: Trees	5mm mini lights: Warm White *Branch Wrapped* *Battery Operated; Enough Battery Packs Will Be Provided That There Wont Need To Be Changed Out*	1	\$3,500.00	\$3,500.00

A deposit of \$23,477.58 will be required to begin.

Subtotal	\$48,434.62
Discount	- \$1,479.46
Total	\$46,955.16

Christmas Lighting Contract

This is a Full-Service Lease contract. (Install, Maintenance, Takedown, and Storage)

This contract made effective as of date sent or upon approval.

Between:

Murphy Christmas Lighting LLC.
 3800 Haslet Roanoke rd Roanoke, TX 76244
 719-432-5687
 (herein after called the "Contractor") And
 City of Willow Park
 (hereinafter called the "Customer")

Whereas Customer requires the installation of certain Christmas lights, trees, decorations and animated displays at one or more locations;

And whereas Customer and Contractor desire to enter into a contract under which Contractor shall provide such services;

Now therefore, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by the parties, the parties hereto agree as follows:

10% Discount applied for early installation in September.

Line Items 1-5, 11-13

Total= \$14,794.62-10%= \$1,479.46 Discount if all items are chosen

1. Term of Contract

Terms and Conditions

The term of this contract is exclusively provides exclusive rights shall be from 9-1-2025 until 2-1-2028 (Term of 3 Season: seasons that start 9-1 of each year and ends 2-1 of each year) or such other date as the parties agree for removal of the displays from Customer's location(s). Price shown is for each individual year to be invoiced for services shown. Installation tree lights can be done September if needed. Any landscaping and/or tree trimming must be done prior to September 1st and must not be done (unless an in an emergency situation) until after uninstall takes place.



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Conditions upon cancellation of services:

The City of Willow Park may terminate this Agreement for breach of contract in the event that Contractor fails to comply with a term of this Agreement and does not cure the breach within 10 days after the Customer notified the Contractor of the breach in writing. In addition, the Customer may terminate this Agreement at the expiration of each Fiscal Year of the Customer by providing Contractor thirty (30) days prior written notice that the funds for the agreement are not going to be appropriated for the Fiscal Year. In the event of a termination for non-appropriation, the Customer will only be responsible to pay for the costs incurred by the City during the current Fiscal Year in effect prior to the termination.

Early Bird install discount of 10% is given for a mid September install on the tree wrapping of mini lights or c9' that can be installed with city permission. Installed and later turned on on desired date. This discount is applied because of the early install. If allowed 10% discount will be adjusted on those line items installed in September.

Total in price shown, is to be paid per season.

2. Installation and Removal of Displays

1. (a) Contractor will install lights and displays at the location(s) identified in Jobber, in accordance with the list of services and items set out in the attached proposal.
2. (b) As far as possible, Contractor will use Customer's written, verbal or pictorial instructions to create the displays or the renderings and discussions of the contractor.
3. (c) Contractor agrees that all displays shall be installed and in working order no later than December 1st of each year.
4. (d) Contractor will be responsible for all extension cords and hardware necessary to complete the installations. All extension cords must be hidden as much as possible and cannot be installed across any walkway or installed in such a manner that may be unsafe. All extension cords and lights must be UL approved and extension cords must be grounded.
5. (e) Contractor shall not overload any circuit in the panel boxes provided with more lights than the circuit can safely accommodate.
6. (f) Customer acknowledges that any changes to Customer's design that differ from the quote and may require additional supplies or labor and may result in additional fees being charged.
7. (g) Upon completion, all displays shall be inspected by Contractor and a representative of Customer may walk locations to ensure that the displays meet with the Customer's approval.
8. (h) Contractor shall perform a weekly inspection of the displays to ensure that all lights and animated figures are working properly. Contractor shall have personnel available to respond to emergency repairs upon 48 hours' notice from Install to Jan 1.
9. (i) With respect to interior installations, Contractor shall not drill holes or insert fasteners or hardware into any wall or floor without customers approval. All glue and tape residue must be removed when the displays are dismantled, and each area must be returned to its original condition. Contractor will be responsible for the cost to repair any damages that occur as a result of the installation or removal of the displays.
10. (j) Removal of the displays must be completed no earlier than Jan 1 and no later than Jan 31 of each following season.

3. Invoices; Payment

1. (a) Customer agrees to pay Contractor for the Services in accordance with the rates set out in the Price Quotation in Jobber to be paid day of install not exceeding seven days. There is a 50% deposit that will be paid and payment will be paid by check.
2. (b) Invoices unpaid for more than 30 calendar days after the same become due will subject to a late fee as set forth by the Contractor.
3. (c) If Customer disputes any portion of an invoice, Customer must notify Contractor in writing within 30 calendar days of receiving the said invoice. If no such notification is given, the invoice will be deemed satisfactory. Any portion of an invoice which is not disputed shall be paid in accordance with this section.

4. Responsibilities of Customer

- (a) Customer must ensure that the location(s) is/are empty and prepared for Contractor's employees to begin installing the displays on the agreed installation date, and that Contractor' employees will have a clear and unblocked access to the location(s).
- (b) Customer must provide adequate electrical power to run the displays and they must be confirmed working prior to installation.



Murphy Christmas Lighting

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5. Safety Requirements

1. (a) Contractor shall be responsible for requesting lane closures and obtaining the approval from the City of Willow Park, whenever and wherever required. Contractor is also responsible for notifying the public, in advance, of the dates and times of any lane closures.
2. (b) At all times when installation is blocking or impeding traffic thoroughfares, appropriate warning signs must be used to notify motorists and traffic cones placed to direct traffic around Contractor's crews during installation.
3. (c) Contractor's employees shall wear reflective safety vests, hard hats and appropriate footwear always during installations, when necessary.
4. (d) Contractor shall ensure that any aerial lifts, bucket trucks or other heavy equipment used in connection with the installations are operated only by properly trained operators.

Damage; Disposal of Trash

Contractor shall be responsible for repairing damage to landscaping, power supplies, roadways, parking lots, light standards and other fixed objects if such damage is a result of the action, inaction or negligence of Contractor, its employees or agents. Contractor shall be responsible for removal and proper disposal of all trash and debris created by the installations.

6. Insurance

At all times during the term of this Agreement, the Contractor at its sole expense shall carry the insurance coverage hereinafter described and maintain the same with an insurance company or companies satisfactory to Customer, and qualified to do business in the State of Texas, naming Customer as a certificate holder. Insurance coverage required:

(a) Worker's Compensation: \$1,000,000 (b) General Liability Insurance: \$1,000,000

Annual Aggregate: \$2,000,000

(b) NOTIFICATION: In the event that any person makes a claim against the Customer or any client covered by the Contractor's obligation to indemnify, the Customer or its agent shall promptly notify the contractor in writing.

Certificates of insurance and Endorsements effecting coverage required by this clause shall be forwarded to:
 City of Willow Park

Permits and License; Compliance with Laws

Contractor shall procure any required permits or licenses, pay all charges, taxes and fees, and give all notices necessary and incidental to the provision of its services. Contractor shall comply with all federal, State, county and municipal laws, regulations and codes pertaining to the performance of its obligations hereunder.

7. Indemnification

Contractor shall defend, indemnify and hold harmless Customer, its officers, directors, employees, agents and representatives from and against any and all actions, costs, claims, losses, expenses and/or damages, including legal fees, whether incurred prior to the institution of litigation, during litigation, or an appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant to this Contract, however caused or occasioned, unless caused by the willful misconduct or gross negligence of Customer.

8. Marketing Rights

Contractor reserves the right, and Customer hereby grants Contractor the right, to use photographs and/or video images of the displays for Contractor's marketing purposes.

9. Independent Contractor

The parties agree that Contractor is an independent contractor, and that this Contract does not create a relationship of employment, partnership joint venture or otherwise between the parties.

10. Miscellaneous Provisions

1. (a) This Contract constitutes the entire agreement, whether written or verbal, between the parties with respect to the subject matter hereof, and shall not be supplemented, modified or amended except by an instrument in writing executed by



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both parties.

2. (b) No waiver of any provision of this Contract shall be deemed a waiver of any other provision.

3. (c) Contractor shall not be held liable for any delay or inability to perform its obligations hereunder due to strikes, accidents, acts of God, inclement weather or other circumstances beyond Contractor's reasonable control.

4. (d) If any of the provisions of this Contract shall be held to be indefinite, invalid, illegal or otherwise unenforceable, in whole or in part, for any reason, by any court of

competent jurisdiction, the remainder of the provisions of this Contract shall continue in full force and effect and shall be construed as if such indefinite, invalid, illegal or unenforceable provision had not been contained herein.

(e) Neither party may assign its rights or obligations under the Contract without the written consent of the other party.

In witness whereof, the parties hereto have executed this Contract on the date first above written.

Signature: _____ Date: _____



TIDINGS
— OF —
COMFORT
— AND —
JOY



Willow Park
TEXAS

2025
Proposal



TIDINGS — OF — COMFORT — AND — JOY



Good Tidings,

At Murphy Christmas Lighting (MCL), we have the experience and understanding of what it takes to make a great Christmas Lighting Project. Over time, we have seen industry trends, the way projects have been dealt with, and the results. We believe we have the perfect recipe of sugar, spice, and everything nice to see successful projects become reality.

With this, we have noticed that a lot of the planning and proactive work that goes into projects can be done on the tail end of the “off-season”. What we mean by this, is the communication on finalizing approval of projects, scheduling dates of landscapers coming to prune trees, electricians servicing faulty GFI’s, etc. is traditionally done more “in-season” aka later, which prevents us from achieving timely goals. We believe that we can overcome these hurdles and heartaches by communicating and following our new template for a successful project. This mission is a 10-step process called “Tidings of Comfort & Joy”.

This is a step-by-step process for taking a proactive approach to plan your project for the upcoming season, approving the plan, gathering supplies, addressing repairs, confirming with electricians and landscapers, installing in phases, quality control, and takedown. Project success is dynamic, and we would like to schedule a plan with you to lock in dates from start to finish for when tasks need to be completed and provide recommended dates for other vendors to complete their part as well. This method provides structure and simplifies our dynamic process to ensure success.

We have made a list and are checking it twice! We would love your feedback.

*Makin
A List
Checkin
It Twice*



TIDINGS — OF — COMFORT — AND — JOY



Willow Park My Maps

[Willow Park Google My Maps Waypoints](#)





TIDINGS — OF — COMFORT — AND — JOY Design



Based on the specs given for the City we have formulated a design for sure to continue to bring light and joy to the City of Willow Park! We have cleaned up the new quote with the additions and changes over the past 3 years. We have continued all items that were in 2024. We added more battery packs at Kings Gate Park so they don't have to be changed out in season. We have shown that we wrap 37 trees at Memorial Park. The new addition would be the Bridge at Cross Timbers Park. This spreads light and makes it lit for safety. The color of the RGBW splashers shined down would be set to green. We have continued to give a 10% discount on any line items that can be installed in September and not turned on. 10% Discount applied for early installation in September. \$1,479.46 discount, if all items that are chosen.



Figure 1 *City Hall*



TIDINGS
— OF —
COMFORT
— AND —
JOY



Figure 2 City Hall Tree



TIDINGS
— OF —
COMFORT
— AND —
JOY



Figure 3 *Memorial Park Trees*



Figure 4 *Kings Gate Park Trees*



TIDINGS — OF — COMFORT — AND — JOY



Figure 5 Public Safety Center

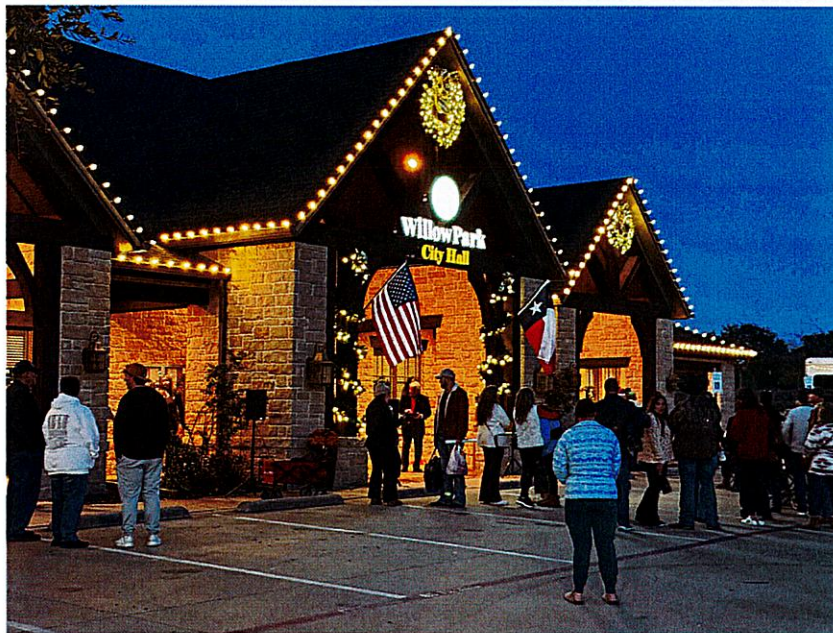


Figure 6 City Hall Tree Lighting Event



TIDINGS
— OF —
COMFORT
— AND —
JOY



Figure 7 *City Hall Tree Lighting Event*



Figure 8 *City Hall Tree Lighting Event*



Figure 9 *City Hall Tree Lighting Event*



Figure 10 *City Hall Tree Lighting Event*



TIDINGS
— OF —
COMFORT
— AND —
JOY



Figure 11 *Cross Timbers Bridge*




TIDINGS — OF — COMFORT — AND — JOY



Quote

We have broken up the project into 3 separate quotes. Based on the specs there are 20 bridges that surround the community. These bridges we feel help spread lighting and décor across the community. This is viewed as a staple item to decorate the community, and this is why we separated it.

 Quote #5086.pdf

Special 10% Discount

A special **10% discount** applied to any item that can be installed in mid to late September. This aids in completing the project early. The cost savings can be a lot due to all mini lights and c9's can't be seen too well during the daytime, and they won't have power supplied to the lights until the greenery is installed. This way everything comes on at once. Any single item installed early will be given a 10% discount on the invoice.

10% Discount applied for early installation in September.

Line Items 1-5, 11-13

Total= \$14,794.62-10%= **\$1,479.46** Discount if all items are chosen



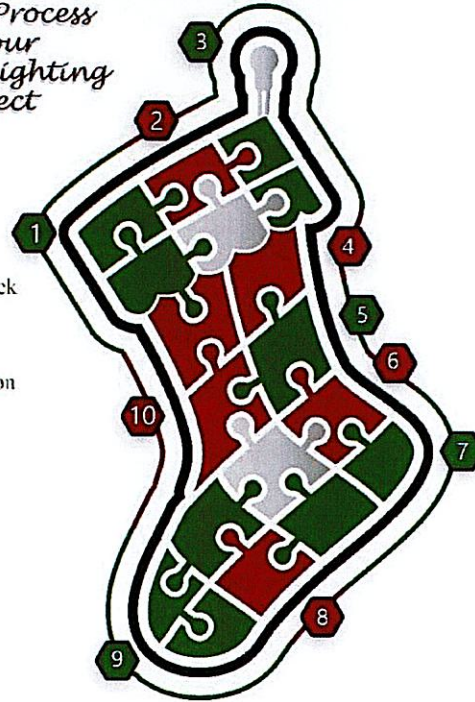
TIDINGS — OF — COMFORT — AND — JOY



COMMERCIAL

10 Step Process To Your Holiday Lighting Project

- 1 Planning For Holiday Season
- 2 Confirmation of Project
- 3 Inventory Confirmation & Product Repairs
- 4 Set Dates For Key Tasks (5-10)
- 5 Site Inspection/ Electrical & Landscape Check
- 6 Electrical Repairs & Landscape Pruning
- 7 Electrical Changes & Landscape Confirmation
- 8 Install "Roll-out" Phases Of Project
 - Phase 1- (Undercover Wraps): Trees
 - Phase 2- (Perimeter & Rooftop Lighting): C9 & Other Lighting
 - Phase 3- (Christmas Is Here): Greenery & Power On
 - Phase 4- (Santas Coming To Town): Tower Trees & Displays
- 9 Weekly Site Inspections & Email Reporting
- 10 Takedown "Roll-in" (Reverse Of Roll-out)





TIDINGS — OF — COMFORT — AND — JOY



Conclusion

All in all, we enjoy working with the administration that stands behind the city and we do believe the city does see value in our services of holiday lighting and décor. We value the fact that the city has entrusted us, as a family run and local business, to decorate the place the citizens of Willow Park call home. We believe in looking onward and upward and implementing a strategy that sets the city and the vendor up for success. With “Tidings of Comfort and Joy” this can be achieved. We would like to start this process and prepare to create Christmas magic for the residents of Willow Park, and the people that pass through or visit. We look forward to your feedback and decisions. Thank you for believing in Murphy Christmas Lighting. For believing in the people who stand behind the mission of providing the best holiday lighting and décor to its clients.



Owner: Joseph Murphy



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date:	Department:	Presented By:
August 12, 2025	Parks	Mandy McCarley, Parks Director Toni Fisher, Asst. City Mgr.

Discussion & Action: Approval of Contract Proposal for Professional Services by Westwood Professional Services, Inc. for TXDOT Green Ribbon Grant Program Award

BACKGROUND:

The Texas Department of Transportation offers open application for the Green Ribbon Grant Program to cities annually for landscape beautification of the TxDOT rights-of-way. On June 5, 2025, The City of Willow Park was awarded a grant in the amount of \$400,000 for the 2026 fiscal year. It is structured as a reimbursement to the city.

This contract presented to City Council is for the professional services of landscape architecture for the Willow Park FY26 Green Ribbon project at the IH-20 intersection of Mikus Road and a Gateway Monument sign design.

This contract amount is not to exceed \$80,000 for professional services.

STAFF RECOMMENDATION:

Staff recommend approval and execution of the Contract Proposal from Westwood Professional Services, Inc., for all services proposed, for a total of \$80,000, as presented.

EXHIBITS:

- Westwood Professional Services, Inc.'s Contract Proposal w/ Exhibits

RECOMMENDED MOTION:

Motion to approve the Contract for Professional Services with Westwood Professional Services, Inc., as presented, in the amount not to exceed \$80,000.

July 16, 2025
Project No.: 0070564.00

Ms. Toni Fisher, CPM
Assistant City Manager
CITY OF WILLOW PARK
120 El Chico Trail
Willow Park, Texas 76087

Re: Professional Landscape Architecture Services
WILLOW PARK FY26 GREEN RIBBON
Willow Park, Parker County, Texas

Dear Ms. Fisher:

Westwood Professional Services, Inc. is pleased to submit this proposal to provide professional landscape architecture services relating to the referenced project. It is our understanding the project consists of landscape planting and irrigation plans for the award of \$400,000.00 in TxDOT Green Ribbon funding to be used along IH 20 at the intersection of Mikus Road, and the design and construction plans for a Gateway Monument.

Based on our preliminary discussions and the information received to date, our perception of the project is described in the attached documents:

- General Conditions of Agreement;
- Exhibit A – Scope of Services;
- Exhibit B – Compensation and Method of Payment;
- Exhibit C – Insurance; and
- Exhibit D - Concept

Westwood Professional Services, Inc. is pleased to have this opportunity to submit this proposal and look forward to working with you on this project. If the proposed agreement is acceptable to you as presented, please execute one copy of the agreement form and return one original copy to our office. If you have any questions or would like any additional information, please do not hesitate to call us at your convenience.

Sincerely,



Dorothy J. Witmeyer, P.L.A.

DJW/jmc

General Conditions of Agreement

Westwood Professional Services, Inc.

These **General Conditions of Agreement** for the **Willow Park FY26 Green Ribbon** (the “**Project**”), together with the attached Exhibits and any amendments hereto, are an agreement (collectively, the “**Agreement**”) between **City of Willow Park** (“**Client**”), a **Texas Governmental Entity**, and **Westwood Professional Services, Inc.** (“**Westwood**”), a Texas corporation. Client and Westwood are each a “**Party**” and collectively, the “**Parties**” to this Agreement dated **July 16, 2025** (the “**Effective Date**”).

1.01 BASIC AGREEMENT

In exchange for the mutual covenants and promises contained in this Agreement and for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree that Westwood shall provide, or cause to be provided, the professional services (the “**Services**”) set forth in this Agreement for Client in exchange for payment contemplated herein. In addition, Westwood shall provide drawings, specifications, plans, designs, work product, and other items and materials as described in this Agreement (the “**Deliverables**”).

2.01 SCOPE AND RESPONSIBILITIES

- A. *Westwood.* Westwood shall perform Services for the Project as set forth in the Scope of Services & Fee Proposal, attached and incorporated by reference herein as **Exhibit “A”**, in accordance with the terms of this Agreement. Westwood reserves the right to augment its staff with employees and/or consultants as it deems appropriate to assist in the performance of Services for the Project due to Project logistics, scheduling issues, and/or market conditions. The Deliverables and all other documents, software, data, intellectual property, and other work products created, developed, produced, delivered, performed, and/or provided by Westwood, whether in hard copy or in electronic form, are instruments of service (“**Instruments of Service**”) for this Project, whether the Project is completed or not.
- B. *Client.* In addition to the other responsibilities described in this Agreement and/or imposed by law or in equity, Client shall have the following obligations:
 1. Provide all information and criteria as to Client’s requirements, objectives, and expectations for the Project, including all numerical criteria that Client expects Westwood and its consultants, if any, to meet, including all standards of development, design, and/or construction.
 2. Provide Westwood all previous studies, plans, and/or other documents pertaining to the Project, including but not limited to the contract with the property owner (the “**Prime Contract**”), if any, and all applicable data requested by Westwood.
 3. Arrange for reasonable access to the Project site and other private or public property, including any easements or other authorizations as required for Westwood to provide the Services.
 4. Review all documents and/or oral reports presented by Westwood and render in writing decisions pertaining thereto within a reasonable time so as not to delay the Services for the Project.
 5. Apply for and furnish applicable approvals, licenses, and/or permits from governmental authorities having jurisdiction over the Project.
 6. Furnish certifications and/or consents from other entities as may be necessary from time to time and in accordance with Section 10.01.C herein.

7. Be responsible for obtaining from others such independent accounting, legal, insurance, cost estimating, and overall feasibility services as Client may desire for the Project.
8. Comply with all applicable safety guidelines at the Project site at its own expense.
9. Give reasonably prompt written notice to Westwood whenever Client becomes aware of any development that affects the scope, timing, and/or payment of Westwood's Services and/or any defect or noncompliance in any aspect of the Project.
10. Bear all costs incidental to the responsibilities of Client under this Agreement.

3.01 ADDITIONAL SERVICES

- A. The Parties recognize that the Project scope may change from time to time, and in such an event, Westwood may furnish services in addition to those set forth in the Scope of Services & Fee Proposal, if authorized by Client in writing.
- B. In such case(s), the Parties shall appropriately and reasonably adjust Westwood's Services, the Project Schedule, and compensation for such additional services. Specifically, Client shall pay Westwood for such additional services an amount equal to the cumulative hours charged to the Project by each class of Westwood's employees multiplied by the rates for each applicable billing class plus reimbursable expenses and Westwood's consultant charges, if any. Client shall also adjust the budget and anticipated design and construction milestones, if any, as necessary to accommodate such changes to the Project Schedule. Additional Services may be documented in a Project Change Order, a template of which is attached and incorporated by reference herein as **Exhibit "E"**.

4.01 PAYMENT PROCEDURES

- A. *Compensation.* Client shall compensate Westwood for its Services as set forth in the Compensation & Method of Payment/Fee Schedule, attached and incorporated by reference herein as **Exhibit "B"**, including any subsequent amendments and/or change orders. Client shall pay Westwood as follows:
 1. *Hourly.* If the Services are agreed to be on an hourly basis, invoice amounts shall be in accordance with Westwood's Fee Schedule in effect at the time when the Services are performed. Westwood's standard hourly rates in the Fee Schedule shall be defined as an amount equal to the cumulative hours charged to the Project by Westwood's employees times standard hourly rates for each applicable billing class for all Services performed on the Project plus reimbursable expenses and Westwood's consultant charges, if any. Fee Schedule prices and rates are subject to change.
 2. *Lump Sum.* If the Services are agreed to on a lump sum basis, invoice amounts shall be an amount equal to the percent of each task's completion multiplied by the lump sum of the task plus reimbursable expenses and Westwood's consultant charges, if any.

Reimbursable expenses are defined as project-related internal expenses to Westwood actually incurred plus all invoiced external reimbursable expenses allocable to the specific project, the latter of which is multiplied by a factor of 1.15.

If applicable, when compensation to Westwood includes charges of Westwood's consultants, those charges shall be the amounts billed by Westwood's consultants to Westwood multiplied by a factor of 1.15. The consultant's reimbursable expenses and Westwood's factors include consultant

overhead and profit associated with Westwood's responsibility for the administration of such services.

Fee estimates are included in the Scope of Services & Fee Proposal. Westwood may alter the distribution of compensation between individual phases of work to be consistent with Services actually rendered.

- B. *Preparation of Invoices.* Westwood will prepare a monthly invoice in accordance with Westwood's standard invoicing practices and submit the invoice to Client.
 - C. *Payment of Invoices.* Invoices are due and payable within thirty (30) days of receipt.
 - D. *Termination or Suspension of Services.* If Client fails to make any payment due to Westwood for fees, costs, or expenses within thirty (30) days of receipt of Westwood's invoice, such failure shall be considered substantial nonperformance and cause for termination in accordance with Section 9.01.B.2.iii of this Agreement. Alternatively, Westwood may suspend Services under this Agreement until Westwood has been paid in full for all amounts due and after giving seven (7) days advance written notice to Client. In the event of a suspension of Services, Westwood shall have no liability for delay or damage caused because of its suspension of Services. If Westwood resumes its Services after being paid all amounts due, the Project and Fee Schedules may be equitably adjusted, if necessary.
 - E. *Payment Disputes.* Client shall provide written notification to Westwood within fourteen (14) days of receipt of the invoice should Client object to all or any part of the charges appearing on the invoice. Such written notice shall set forth, at a minimum, the specific portion of the invoice disputed, the amount disputed, and the alleged factual and legal basis for the dispute. The portion of the invoice not in dispute shall be paid by Client within thirty (30) days receipt of said invoice, and the disputed portion shall be resolved in accordance with Section 8.01 herein.
- In no event shall Client withhold amounts from Westwood's compensation to impose a penalty or liquidated damages unless Westwood has been found liable for the amounts in a binding dispute resolution proceeding or lawsuit. Further, Westwood has the right to engage consultants to mitigate its damages, if needed.
- F. *Taxes.* Each Party shall be solely responsible for their own tax returns and payments required to be filed with or made to any federal, state or local tax authority with respect to this Agreement.
 - G. *Attorney Fees.* In the event that Westwood must retain an attorney or collection agency due to Client's breach of this Agreement and/or to recover amounts due and owing to Westwood, including any additional services authorized by Client in writing pursuant to Section 3.01, Client shall be liable for all fees, costs, and expenses, including reasonable attorney fees, incurred regardless of whether an action is filed or not.
 - H. *Interest.* Interest on any outstanding invoice balance past 30 days shall accrue at the rate of 1.25% per month or the highest rate permitted by law. Payments will be credited first to interest and then to principal.

5.01 INTELLECTUAL PROPERTY

- A. *Ownership and License.* Upon Westwood's receipt of full payment for the Deliverables and/or Instruments of Services, Client shall be the owner of all right, title, and interest in and to any and

all Deliverables and/or Instruments of Service. Provide, however, that Westwood shall retain any ownership, copyright, and property interests in its standard systems, sections, details and specification.

- B. *Reuse*. Deliverables and/or Instruments of Service are not intended or represented to be suitable and are not licensed to Client for reuse, change, or alteration on extensions of the Project or on any other project without the express written permission of Westwood. Any unauthorized use of the Deliverables and/or Instruments of Service will be at the Client's sole risk without legal exposure or liability to Westwood.

6.01 GENERAL CONSIDERATIONS

- A. *Standard of Care*. The standard of care ("Standard of Care") for all Services performed or furnished by Westwood under this Agreement will be the care and skill ordinarily used by members of Westwood's profession practicing under similar circumstances at the same time and in the same locality. Westwood shall perform its Services as expeditiously as is consistent with such professional skill and care and in accordance with the orderly progress of the Project.
- B. **DISCLAIMER OF WARRANTIES AND GUARANTEES. EXCEPT AS EXPRESSLY SET FORTH IN SECTION 6.01.A ABOVE, WESTWOOD MAKES NO OTHER WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO WESTWOOD'S SERVICES UNDER THIS AGREEMENT. WESTWOOD HEREBY DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. THESE SERVICES AND THIS DISCLAIMER EXTEND TO ALL WESTWOOD DELIVERY SERVICES, SOFTWARE, DATA, AND ALL OTHER WESTWOOD WORK PRODUCT AND INTELLECTUAL PROPERTY. FURTHER, WESTWOOD NEITHER GUARANTEES THE PERFORMANCE OF ANY THIRD PARTY, INCLUDING CONTRACTORS, USING THE DELIVERABLES OR SERVICES NOR ASSUMES ANY RESPONSIBILITY FOR ANY THIRD PARTY'S FAILURE TO FURNISH OR PERFORM ANY WORK THAT USES THE DELIVERABLES OR SERVICES.**
- C. *Compliance with Laws*. The Parties will apply the Standard of Care identified in Section 6.01.A and will comply with applicable laws, codes, regulations, and ordinances in effect during the term of this Agreement, which to the best of each Party's knowledge, information, and belief, apply to each Party's respective obligations.
- D. *Right of Entry*. Client grants to Westwood, and, if the Project site is not owned by Client, shall obtain permission for, a reasonable right of entry, access, and/or easement from time to time by Westwood, its employees, agents, and/or consultants upon the Project site for the purpose of providing the Services. Upon written request and approval by Westwood, Westwood may assist Client in obtaining necessary permits and/or licenses related to rights of entry and/or easements in order for Westwood and Westwood's consultants, if any, to adequately access and perform Services at the Project site under this Agreement.
- E. *Underground Data and Investigative Equipment*. Client shall advise and provide Westwood with all information and data in its possession concerning the type and location of all underground utilities, both public and private, as applicable. Client recognizes that the use of investigative equipment and practices may unavoidably alter the existing Project site conditions and affect the environment in the area being studied despite the use of reasonable care. To the extent allowed by

Texas law, Client shall indemnify and hold Westwood harmless from claims for damages caused by reasons of Westwood's provision of Services under this Section.

- F. *Reliance on Client-Provided Data.* Client shall be responsible for—and Westwood and its consultants, if any, may use and/or rely upon—the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by Client or Client's consultants, if any, including but not limited to Client's contractors, manufacturers, and/or suppliers (collectively, "**Client-Provided Data**"). Westwood may use such Client-Provided Data in performing or furnishing the Services under this Agreement, and Westwood shall coordinate the Services with the work provided by Client and/or Client's consultants for the Project.
- G. *Corrections.* Within 60 days of delivery, if Client reasonably and timely notifies Westwood in writing of a deficiency(ies) with Westwood's Services, Deliverables, and/or Instruments of Service, Westwood—as Client's sole and exclusive remedy—shall correct such deficiency(ies) without additional compensation to Client within 60 days after Westwood's receipt of Client's written notice, except to the extent such action is directly attributable to deficiencies in Client-Provided Data. If for any reason Westwood is not able to correct such deficiency(ies) within 60 days after Westwood's receipt of Client's written notice under this Section, Westwood will notify Client and will advise in writing the timeframe needed to correct the deficiency(ies) as expeditiously as possible.
- H. *Responsibility for Others.* Westwood shall not be responsible for the acts, errors, or omissions of any consultant(s), contractor(s), subconsultant(s), subcontractor(s), and/or supplier(s), or of any of their agents or employees or any other persons (except Westwood's own employees or those for whom Westwood is legally responsible) furnishing or performing any work or for any decision made on interpretations or clarifications of Deliverables or Instruments of Service without the consultation and advice of Westwood.
- I. *Non-Construction Phase Work.* It is understood and agreed that if Westwood's Services under this Agreement do not include construction-phase work, and that such work will be provided by Client or others on behalf of Client, then Client assumes all responsibility for interpretation of the Deliverables and/or Instruments of Service for construction observation and/or review. In such instances, if applicable, Client waives any and all claims against Westwood that may be in any way connected thereto. Further, Westwood shall not be required to make exhaustive or continuous on-site inspections of the Project to check the quality or quantity of the work for construction but will reasonably promptly report to Client known deviations, defects, and/or deficiencies, if any.
- J. *Hazardous Environmental Conditions.* The Parties acknowledge this Agreement does not include any Services related to a hazardous environmental condition. Such conditions include, but are not limited to the presence of, asbestos, polychlorinated biphenyls, petroleum, toxic substances or waste, and/or radioactive materials (collectively, "**Hazardous Environmental Conditions**"). If Westwood or any other entity or individual encounters a Hazardous Environmental Condition, Westwood may, at its option and without liability for consequential, liquidated, or any other damages, suspend performance of Services on the portion of the Project affected thereby until Client (i) retains an appropriate specialist consultant and/or contractor to identify and, as appropriate, abate, remediate, and/or remove the Hazardous Environmental Condition and (ii) warrants that the site is in full compliance with applicable laws, codes, regulations, and ordinances then in effect, if any. Westwood shall have no responsibility for the discovery, presence, handling, removal, disposal of, or exposure of persons or property to any such Hazardous Environmental Condition in any form at the Project site.

- K. *Substitutions.* Westwood shall not be responsible for Client's directive, substitution, or acceptance of non-conforming work at the Project that is made or given without Westwood's written approval.

7.01 ALLOCATION OF RISKS

- A. ***INDEMNITY BY WESTWOOD.*** TO THE FULLEST EXTENT PERMITTED BY LAW, WESTWOOD SHALL INDEMNIFY AND HOLD HARMLESS (BUT SHALL NOT DEFEND) CLIENT, CLIENT'S OFFICERS, DIRECTORS, PARTNERS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL THIRD-PARTY CLAIMS FOR COSTS, LOSSES, OR DAMAGES TO THE EXTENT CAUSED BY THE NEGLIGENT ACTS OR OMISSIONS OF WESTWOOD OR WESTWOOD'S OFFICERS, DIRECTORS, PARTNERS, OR EMPLOYEES IN THE PERFORMANCE OF WESTWOOD'S OBLIGATIONS UNDER THIS AGREEMENT. IN NO EVENT SHALL WESTWOOD'S INDEMNITY OBLIGATIONS EXTEND BEYOND ANY APPLICABLE ANTI-INDEMNITY STATUTE OR THE LIMITS OF LIABILITY CONTEMPLATED IN SECTION 7.01.C BELOW.
- B. ***INDEMNITY BY CLIENT.*** TO THE FULLEST EXTENT PERMITTED BY LAW, CLIENT SHALL INDEMNIFY AND HOLD HARMLESS (BUT SHALL NOT DEFEND) WESTWOOD, WESTWOOD'S OFFICERS, DIRECTORS, PARTNERS, EMPLOYEES, AND WESTWOOD'S CONSULTANTS, IF ANY, FROM AND AGAINST ANY AND ALL THIRD-PARTY CLAIMS FOR COSTS, LOSSES, OR DAMAGES TO THE EXTENT CAUSED IN WHOLE OR IN PART BY THE NEGLIGENT ACTS OR OMISSIONS OF CLIENT OR CLIENT'S OFFICERS, DIRECTORS, PARTNERS, EMPLOYEES, OR CLIENT'S CONSULTANTS IN THE PERFORMANCE OF CLIENT'S OBLIGATIONS UNDER THIS AGREEMENT.
- C. ***LIMITATION OF LIABILITY.***
1. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THIS AGREEMENT TO CLIENT AND WESTWOOD, THE RISKS HAVE BEEN ALLOCATED SUCH THAT CLIENT AGREES, TO THE FULLEST EXTENT OF THE LAW AND NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT OR THE EXISTENCE OF APPLICABLE INSURANCE COVERAGE, THAT THE TOTAL LIABILITY, IN THE AGGREGATE, OF WESTWOOD AND WESTWOOD'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND CONSULTANTS TO CLIENT OR TO ANYONE CLAIMING BY, THROUGH, OR UNDER CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS, OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM, OR IN ANY WAY RELATED TO THE SERVICES UNDER THIS AGREEMENT FROM ANY CAUSE OR CAUSES, INCLUDING BUT NOT LIMITED TO THE NEGLIGENCE, PROFESSIONAL ACTS, ERRORS, OMISSIONS, STRICT LIABILITY, BREACH OF CONTRACT, OR BREACH OF ANY WARRANTY, EXPRESS OR IMPLIED, OF WESTWOOD OR WESTWOOD'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, OR CONSULTANTS, SHALL NOT EXCEED THE TOTAL COMPENSATION RECEIVED BY WESTWOOD UNDER THIS AGREEMENT OR \$1,000,000.00, WHICHEVER IS GREATER.
 2. FURTHER, WESTWOOD'S TOTAL LIABILITY TO CLIENT AND ANYONE CLAIMING BY, THROUGH, OR UNDER CLIENT FOR ANY COST, LOSS, OR DAMAGES CAUSED IN PART BY THE NEGLIGENCE OF WESTWOOD

AND IN PART BY THE NEGLIGENCE OF CLIENT OR ANY OTHER NEGLIGENT ENTITY OR INDIVIDUAL SHALL NOT EXCEED THE PERCENTAGE SHARE THAT WESTWOOD'S NEGLIGENCE BEARS TO THE TOTAL NEGLIGENCE AT ISSUE.

3. IT IS INTENDED BY THE PARTIES THAT THE SERVICES PROVIDED PURSUANT TO THIS AGREEMENT SHALL NOT SUBJECT WESTWOOD'S INDIVIDUAL SHAREHOLDERS, OFFICERS, DIRECTORS, MEMBERS, MANAGERS, OR EMPLOYEES TO ANY PERSONAL LEGAL EXPOSURE FOR THE RISKS ASSOCIATED WITH WESTWOOD'S SERVICES UNDER THIS AGREEMENT.
4. UNDER NO CIRCUMSTANCES SHALL WESTWOOD BE LIABLE FOR EXTRA COSTS, DAMAGES, FEES, OR OTHER CONSEQUENCES DUE TO CHANGED CONDITIONS OR FOR THE FAILURE OF OTHER ENTITIES OR INDIVIDUALS TO PERFORM WORK IN ACCORDANCE WITH THE DESIGN PLANS AND SPECIFICATIONS.

D. WAIVER OF CERTAIN DAMAGES. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH PARTY WAIVES AGAINST THE OTHER, INCLUDING THEIR EMPLOYEES, OFFICERS, DIRECTORS, MEMBERS, PARTNERS, AGENTS, AND INSURERS, ANY AND ALL CLAIMS FOR OR ENTITLEMENT TO INCIDENTAL, SPECIAL, CONSEQUENTIAL, LIQUIDATED, INDIRECT, EXEMPLARY, AND/OR PUNITIVE DAMAGES ARISING OUT OF THIS AGREEMENT, THE PROJECT, THE DELIVERABLES, INSTRUMENTS OF SERVICE, AND/OR EACH PARTY'S OBLIGATIONS UNDER THIS AGREEMENT, EVEN IF THE PARTIES HAVE BEEN ADVISED OF THE POSSIBILITIES OF SUCH DAMAGES. THIS PROHIBITION EXTENDS TO ANY CLAIMS BY CLIENT OR A THIRD PARTY(IES) FOR LOSS OF PROFITS, REVENUE, OPPORTUNITY, GOOD WILL, COST OF SUBSTITUTE FACILITIES, GOODS, SERVICES, AND/OR COST OF CAPITAL.

8.01 CLAIMS AND DISPUTES

- A. *Notice.* In addition to the provisions of Section 4.01.F above regarding payment disputes, if any other dispute, controversy, or claim ("**Dispute**") should arise between the Parties relating to this Agreement, written notice of the Dispute shall be provided by the aggrieved Party to the other Party within 14 days of the instance giving rise to the Dispute.
- B. *Informal Dispute Resolution.* After written notice of a Dispute, the Parties shall attend an in-person meeting, or by remote means if mutually agreeable, in the county where the Project is located or at another mutually agreeable venue. Each Party shall designate at least one person with authority to act and bind the company on its behalf to attend the meeting in a good faith effort to resolve the Dispute and in a timely and cost-effective manner before any further escalation as detailed in this Section.
- C. *Mediation and Litigation.* Should any Dispute fail to resolve during the meeting required under Section 8.01.B, such Dispute shall be submitted to mediation in accordance with the Construction Industry Arbitration Rules and Mediation Procedures of the American Arbitration Association as a condition precedent to arbitration. The Parties shall agree upon a mediator in the county where the project from which the Dispute arises is located or in another county if mutually agreed in writing by the Parties. The Parties shall split any mediation fee(s) payable to the mediator to conduct the mediation. The Parties shall each be responsible for and bear their own separate costs and fees for the mediation. Any mediation or civil action by Client must be commenced within one year of the

accrual of the cause of action asserted but in no event later than allowed by applicable statutes. Should mediation fail, the Dispute shall be resolved by litigation to be held in the county where the Project is located or in another county if mutually agreed in writing by the Parties.

- D. *Subpoenas and Document Production.* In the event Westwood is asked or forced through subpoena, deposition, or otherwise to participate in a dispute resolution proceeding between Client and a third-party(ies), including but not limited to providing trial and pre-trial testimony and searching, reviewing, and/or producing documents, Westwood shall recover its costs, fees, and expenses (including its attorney fees) and be compensated for all time spent at the highest rate provided in **Exhibit “B”**.
- E. *Prevailing Party.* In the event of a Dispute, mediation, arbitration, or litigation related to the enforcement of this Agreement, the prevailing party shall be entitled to reimbursement of its reasonable attorney fees, expenses, and costs in bringing or defending the action. As used herein, a “**Prevailing Party**” means the party that is afforded the greater relief (whether affirmatively or by means of a successful defense) with respect to the totality of claims, including counterclaims and crossclaims, if any, and having the greatest value or importance as determined by the court, mediator, or arbitrator(s) allowing for all of the claims and defenses asserted. In claims for money damages, the total amount of recoverable attorney fees, expenses, and costs shall not exceed the net monetary award or judgment of the prevailing party.
- F. *Consolidation/Joinder.* The Parties agree to consolidation and/or joinder with another pending dispute resolution proceeding, if any, to the extent such consolidation and/or joinder (i) substantially involves common questions of law or fact; (ii) is in the interest of justice or is otherwise necessary to afford complete relief to the Parties hereto; and (iii) is permitted by the judge, arbitrator, mediator, or other decision maker in the other dispute resolution proceeding. The Parties consent to consolidation and/or joinder under this Section even if the other dispute resolution proceeding is in a venue not provided for in this Agreement and/or otherwise is not selected by the Parties hereto.
- G. *Performance.* Client shall continue its payment obligations in accordance with this Agreement during the pendency of any dispute resolution proceedings, including informal dispute resolution, mediation, arbitration, and/or litigation.

9.01 TERM AND TERMINATION

- A. *Term.* This Agreement shall commence on the Effective Date and remain in full force and effect for a period of one (1) year after Westwood’s completion of Services. This Agreement may be renewed by mutual written agreement of the Parties.
- B. *Termination.* This Agreement may be terminated:
 - 1. By either Party upon 30 days written notice in the event of failure by the other Party to perform in accordance with the Agreement’s terms through no fault of the terminating party.

Notwithstanding the foregoing, this Agreement will not terminate as a result of a failure to perform in accordance with the Agreement if the Party receiving a notice of failure to perform begins within seven (7) days of receipt of such notice to correct its failure and proceeds diligently to cure such failure within 30 days of receipt of said notice; provided, however, that if and to the extent such failure cannot be reasonably cured

within such 30 day period, and if such Party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. By Westwood:

- i. Upon seven (7) days written notice if Westwood believes that Westwood is being requested by Client to furnish or perform services contrary to Westwood's responsibilities as a licensed professional;
- ii. Upon seven (7) days written notice if Westwood's Services for the Project are delayed or suspended for more than 90 days for reasons beyond Westwood's control; or
- iii. Upon seven (7) days written notice if Client fails to make any payment due to Westwood in accordance with this Agreement.

Westwood shall have no liability to Client as a result of such termination in this Section.

- 3. In the event of a termination of this Agreement, the terminating Party may set the effective date of termination at a time up to 30 days later than would otherwise be provided to allow Westwood time to demobilize personnel and equipment from the Project site; to complete tasks providing value that would otherwise be lost; to prepare notes as to the status of completed and uncompleted tasks; and/or to assemble Project materials in orderly files. Westwood shall be compensated for the time required to complete such tasks.

10.01 MISCELLANEOUS PROVISIONS

- A. *Insurance.* Westwood shall maintain insurances during the term of this Agreement as indicated in **Exhibit "C"**, attached and incorporated by reference herein.
- B. *Independent Contractor.* Nothing contained in this Agreement shall be construed to mean that Westwood and Client are engaging in an employer/employee relationship, joint venture, agency, fiduciary relationship, or partnership. The Parties shall at all times be and remain independent contractors of one another. Except as expressly agreed by the Parties in writing, neither Party shall have any right or authority, express or implied, to assume or create any obligation of any kind, or to make any representation or warranty, on behalf of the other Party or to bind the other Party in any respect whatsoever. Neither Party shall have any obligation or duty to the other Party except as expressly and specifically set forth herein, and no such obligation or duty shall be implied by or inferred from this Agreement or the conduct of the Parties hereunder.
- C. *Successors and Assigns.* The Parties and the partners, successors, executors, administrators, and legal representatives of each Party are each hereby bound to the other Party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other Party, in respect of all covenants, agreements, and obligations of this Agreement. Neither Party may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) under this Agreement without the written consent of the other.

- D. *No Third-Party Rights.* This Agreement shall not create any rights or benefits to entities other than to Client and Westwood, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of Client and Westwood. No third party shall have the right to rely on Westwood's Deliverables, Instruments of Service, or opinions rendered in connection with the Services without the written consent of Westwood and the third party's agreement to be bound to the same conditions and limitations as Client.
- E. *Force Majeure.* An event of force majeure ("**Force Majeure**") occurs when an event beyond the control of the Party claiming Force Majeure prevents such Party from fulfilling its obligations under this Agreement. An event of Force Majeure includes, without limitation, floods, hurricanes and other adverse weather conditions, war, riot, civil disorder, acts of terrorism, disease, epidemic, pandemic, strikes and labor disputes, actions or inactions of government or other authorities, law enforcement actions, curfews, closure of transportation systems or other unusual travel difficulties, or the inability to provide a safe working environment.

In the event of a Force Majeure, the obligations of Westwood to perform Services shall be suspended for the duration of the event of Force Majeure. In such event, Westwood shall be compensated for time expended and expenses incurred during the event of Force Majeure, and the Project Schedule shall be equitably extended by a like number of days as the event of Force Majeure.

If Services are suspended for 30 days or more, Westwood may, in its sole discretion and upon five (5) days prior written notice, terminate this Agreement, the amendments hereto, if any, the affected change order(s), if any, or any of the above. In the case of such termination, and in addition to the compensation and time extension set forth above, Westwood shall be compensated for all reasonable termination expenses.

- F. *Choice of Law.* This Agreement and any disputes arising out of or relating hereto and/or to this Agreement, its formation, and/or the Exhibits hereto shall be governed by the laws of the State of Texas.
- G. *Survivability.* Sections 5.01, 6.01.A-B, 7.01, and 8.01 included in this Agreement shall survive this Agreement's completion or termination for any reason.
- H. *Invalidity.* Any provision or part of this Agreement held to be invalid, void, or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Parties. To the fullest extent permitted by law, the stricken portion shall be revised to the extent necessary to make that provision legal and enforceable and shall give effect to the Parties' intentions and purposes in executing this Agreement.
- I. *Conflicting Provisions.* In the event the terms of these General Conditions conflict with the Agreement Exhibits, the Prime Contract, or any other applicable agreement, these General Conditions as between Client and Westwood shall govern unless the Parties expressly agree in writing otherwise.
- J. *Notices.* Any notice, request, demand, or other communication required or permitted hereunder shall be in writing, shall reference this Agreement, and shall be deemed to be properly given (i) when delivered personally; by registered or certified mail, return receipt requested, postage prepaid; or by UPS/FedEx express courier service or (ii) when sent by e-mail with receipt confirmation requested, provided, that a hard copy of such notice shall also be sent in accordance with the methods described in clause (i) of this Section within two (2) business days of such email. All notices shall

be sent to the address set forth on the signature page of this Agreement or to such other address or person as may be designated by a Party in writing to the other Party pursuant to this Section.

- K. *Total Agreement.* This Agreement constitutes the entire Agreement between the Parties and supersedes all prior written or oral understandings regarding this subject. This Agreement may only be amended, supplemented, superseded, or modified by a mutually executed written instrument by both Parties. No waiver of any condition or of the breach of any term of this Agreement shall be deemed to be a further or continuing waiver of any such condition or of the breach of any term of this Agreement.
- L. *Counterparts.* This Agreement may be executed in any number of counterparts, each of which shall be deemed to be one and the same instrument.

[Remainder of Page Left Intentionally Blank; Signature Page Follows]

The Parties hereto have executed this Agreement as of the Effective Date first indicated above.

CLIENT:
City of Willow Park

WESTWOOD:
Westwood Professional Services, Inc.

 (Signature)

 (Signature)

 (Name – Printed)

 (Name – Printed)

 (Title)

 (Title)

 (Date)

 (Date)

Client Address/Contact for giving notices:

Westwood Address/Contact for giving notices:

Westwood Professional Services, Inc.

C/O General Counsel

2805 North Dallas Parkway, Suite 150

Plano, Texas 75093

Email: legal@westwoodps.com

EXHIBITS:

- A Scope of Services & Fee Proposal**
- B Compensation & Method of Payment/Fee Schedule**
- C Insurance**
- D Concept**

EXHIBIT ‘A’ – SCOPE OF SERVICES

WILLOW PARK FY26 GREEN RIBBON & GATEWAY AMENITY

PROJECT DESCRIPTION:

The project consists of landscape planting and irrigation plans for the award of \$400,000.00 in TxDOT Green Ribbon funding to be used along IH 20 at the intersection of Mikus Road. (PROJECT).

BASIC SERVICES:

A. Landscape Architecture Assumptions and Exclusions

Below are shown the assumptions and qualifiers for the landscape architecture scope of work found herein.

Assumptions:

- Area of work is as shown in “Exhibit C” attached.
- The design will be based on the concept used for the green ribbon application, consisting of planting and irrigation items only based on TxDOT's Green Ribbon Project.
- Project budget is based upon the TxDOT award letter of a 400,000.00-construction budget.
- The project will be delivered via TxDOT's State Let PS&E process in one drawing set.
- No survey will be done for this project. The project limits and area of work will be based on Google aerials, Lidar data available, existing plans available, and City staff knowledge of the area.

Exclusions:

- Field identification or location of trees.
- Multiple design alternatives beyond those described herein, or significant site plan revisions following acceptance at each given phase of review documents.
- Vehicular paving.
- Irrigation systems utilizing reclaimed water that require pumps, filters and associated controls. This can be provided as an additional service if needed.
- Signage, wayfinding and/or signs for buildings and vehicular circulation.
- Site and/or ornamental lighting.
- Site walls over 36” height and/or retaining walls less than 36” height with surcharges, or walls attached to architectural structures.
- Regular owner/Architect/Contractor (OAC) project coordination meetings during construction.

B. Plan Submittals, Coordination Meetings & Project Management

A Landscape Architect from Westwood will attend meetings and/or presentations to coordinate with other team members and the owner during the design phase. Plans and specifications will be submitted as outlined for Owner and/or TxDOT review in the submittals outlined below.

Included in this item:

- Up to six (6) team coordination meetings during the design phase of the project.
- Official plan review submittals as follows:
 - One (1) 60% Design Development PS&E review submittal. Deliverables include:
 - Cover Page, Index, General Notes and Quantities Tables
 - General Layout Plan
 - TxDOT Standards
 - Erosion Control Plan
 - EPIC Sheets for Environmental
 - Planting Plan
 - Irrigation Plan
 - One (1) (90%) Construction Document PS&E review submittal. Deliverables include:
 - Advancement and refinement of 60% plans.
 - Construction Details
 - One (1) (95%) Construction Document PS&E review submittal. Deliverables include:
 - Advancement and refinement of 90% plans.
 - Construction Details
 - One (1) “For Construction” set of drawings. Deliverables include:
 - Signed and Sealed Construction Document Plans and Specifications

C. Supplemental Design Requirements

Westwood will prepare additional files and standard plan sheets to complete TxDOT's PS&E process for a state let.

Included in this item:

- Base file creation in absence of design survey data. Develop a schematic working base file from Lidar, digital CAD data, aerial photos and pdf document available.
- Site visit to verify existing conditions at locations subject to improvements.
- General notes related to demolition activities and TxDOT specification standards.
- One (1) Epic Sheet and One (1) Erosion Control Plan if required showing the location of sediment controls.
- Standard TxDOT Sheets to include: one (1) Cover Page, one (1) Index of Sheets, one (1) Estimates and Quantities, one (1) Quantity Summary, Traffic Control Plan Standards and Traffic Standards (Electrical) if required.
- Standard TxDOT PS&E forms and coordination in TxDOT Connect.

D. Landscape Planting Plans

Westwood will provide a Landscape Planting Plan that consists of selection and location of ornamental plantings, trees, turf, mulches, and associated items.

Included in this item:

- Full construction design and documentation based on the concept approved and included in the Green Ribbon Grant Application with deliverables as previously described to a level that is sufficient to demonstrate design intent and allow the construction thereof, including materials and quantity schedules per TxDOT's PS&E process.
- Plans will be drawn on 22"x34" plan sheets and submitted in 11x17 format as outlined in Plan Submittals.

E. Landscape Irrigation Plans

Westwood will provide a Landscape Irrigation Plan that consists of a fully automated irrigation system to service the plantings on the site as required.

Included in this item:

- Full construction design and documentation based on the concept approved and included in the Green Ribbon Grant Application with deliverables as previously described to a level that is sufficient to demonstrate design intent and allow the construction thereof, including materials and quantity schedules per TxDOT's PS&E process.
- Plans will be drawn on 22"x34" plan sheets and submitted in 11x17 format as outlined in Plan Submittals.

F. Gateway Monument

Westwood will provide Landscape Architectural Design services for design of one (1) Gateway monument to be incorporated into the TxDOT PS&E plan set.

Included in this item:

- Develop up to two (2) concepts and provide a rendering of the proposed monument with materials, colors and scale identified.
- One (1) meeting to present the proposed monument and gather input from the owner for incorporation.
- Plan, section and elevation details of the proposed monument with recommendation for location both horizontally and vertically based on base file information gathered.
- Coordination with Structural Engineer related footings, if required.
- Coordination with Electrical Engineer for any electrical and lighting requirements, if required.

G. TxDOT Environmental Documents

Westwood will manage environmental documents in accordance with TxDOT guidelines.

Included in this item:

- Prepare the necessary documentation to obtain a categorical blanket exclusion for environmental clearance through TxDOT.

H. Traffic Control Narrative

Westwood will provide a Traffic Control Narrative that will explain what TxDOT Standard traffic controls should be used during construction, to be placed on the planting plans.

I. Reimbursable Expenses

Included in this item are usual and customary expenses normally incurred during this type of project. These could include travel expenses, courier delivery charges, overnight delivery charges, copies of existing plans and/or maps, photocopies, printing and reproduction (either in-house or by reproduction company). Application, review and filing fees are not included in this item. These services will be billed at cost +10%, with documentation provided, and are shown as a not to exceed (NTE) cost in the Compensation section.

J. Landscape Architecture Bid Phase Services

During the Bid Phase, Westwood will be available to provide limited coordination as required with prospective bidders.

Included in this item:

- Responding to pre-bid RFI's by the potential contractors.
- Review of subcontractor bids for scope of work outlined by the Landscape Architectural construction documents.

K. Landscape Construction Administration

Westwood will provide limited Construction Administration services related to the work shown on the Landscape Architecture Plans.

A representative will process shop drawings and product submittals, respond to RFIs, and issue supplemental instructions if required related to the work shown on the Landscape Architecture Plans provided by Westwood. Submittals not required by the contract documents or not related to plans developed by the landscape architect will not be reviewed.

At the request of the Owner, Westwood will visit the site at critical junctures during the course of site construction up to two (2) times. Recommended times for site visits could include:

- Testing of the irrigation main line and landscape drainage structures.
- Upon completion of soil preparation and finish grade, after plant material has been laid out, but prior to actual planting.
- Substantial Completion Walk-Through.
- Final Completion Walk-Through.

This shall not be construed as performing continuous construction inspection.

Please note the following:

- Westwood shall not at any time supervise or have authority over any Contractor work or jobsite management procedures, nor shall Westwood have authority over or be responsible for the means and methods, or procedures of construction selected or used by the Contractor.
- Westwood neither guarantees the performance of the Contractor nor assumes responsibility for the Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.
- Westwood shall not provide or have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- Westwood shall not be responsible for the acts or omissions of the Contractor or for any decision or interpretation of the Contract Documents made by the Contractor.
- While at the Site, Westwood's employees and representatives shall comply with the specific applicable requirements of the Contractor's and Owner's safety programs of which Westwood has been informed in writing.

SPECIAL SERVICES:

L. Geotechnical Engineering

Westwood will contract with a sub consultant to provide a geotechnical engineering and report for the foundation of the gateway monument. This will be based on a single bore at the location shown on the concept plan.

M. Electrical Engineering

Westwood will contract with a sub consultant to provide electrical engineering services as they relate to the gateway monument. This includes coordination with the electrical company, backlit and uplighting and limited responses to contractor questions during CA.

westwoodps.com
(888) 937-5150

N. Structural Engineering

Westwood will contract with a sub consultant to provide structural engineering services as they relate to the gateway monument. This includes details for the foundation and structure per recommendations from the geotech report and limited responses to contractor questions during Construction Administration.

Services not included in this contract:

- *As-builts of the constructed improvements.*
- *Public hearings or City Council/Commission meetings.*
- *Utility coordination meeting(s) to start relocation process with affected franchise utilities.*
- *Floodplain studies and permitting.*
- *Boundary and topographic surveying.*
- *Traffic and parking studies.*
- *Storm Water Pollution Prevention Plans (SWPPP).*
- *Demolition Plan.*
- *Drainage Plan.*
- *Hardscape Plan.*
- *Site Lighting Plan.*
- *Traffic Control Plan.*
- *Design of walls, light pole bases, transformer or generator pads, hardscape features, pavers and/or site signage.*
- *Graphic representation documents.*
- *Geotechnical investigation.*
- *Environmental investigation beyond what is shown above.*
- *Services associated with filing of the "Notice of Intent" form (NOI) to the Texas Commission on Environmental Quality (TCEQ) for the proposed construction activities.*
- *Reclaimed Water Irrigation Design.*
- *Wetlands determination and permitting.*
- *Dedication of easements and/or right-of-way be separate instrument.*

END OF EXHIBIT 'A'

EXHIBIT ‘B’ – COMPENSATION AND METHOD OF PAYMENT

WILLOW PARK FY26 GREEN RIBBON & GATEWAY AMENITY

COMPENSATION:

For all professional services included in EXHIBIT ‘A’, Scope of Services, Westwood shall be compensated a lump sum fee of \$80,000.00 as summarized below. The total lump sum fee shall be considered full compensation for the services described in EXHIBIT ‘A’, including all labor materials, supplies, and equipment necessary to deliver the services.

Basic Services

A. Landscape Architecture Assumptions and Exclusions	N/A
B. Plan Submittals, Coordination Meetings & Project Management	\$5,000.00
C. Supplemental Design Requirements	\$14,000.00
D. Landscape Planting Plans	\$10,000.00
E. Landscape Irrigation Plans	\$9,000.00
F. Gateway Monument	\$7,400.00
G. TxDOT Environmental Documents	\$3,000.00
H. Traffic Control Narrative	\$3,000.00
I. Reimbursable Expenses	\$1,000.00
J. Landscape Architecture Bid Phase Services	\$2,000.00
K. Landscape Construction Administration	<u>\$4,000.00</u>
BASIC SERVICES TOTAL	\$58,400.00

Special Services

L. Geotechnical Engineering	\$7,700.00
M. Electrical Engineering	\$6,500.00
N. Structural Engineering	<u>\$7,400.00</u>
SPECIAL SERVICES TOTAL	\$21,600.00

GRAND TOTAL	\$80,000.00
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METHOD OF PAYMENT:

Westwood shall be paid monthly payments as described in Article 3 of the AGREEMENT. The cumulative sum of such monthly partial fee payments shall not exceed the total current project budget including all approved Amendments. Each invoice shall be verified as to its accuracy and compliance with the terms of this Agreement by an officer of Westwood.

Monthly statements for reimbursable services performed by sub consultants will be based upon the actual cost to Westwood plus ten percent (10%). Direct expenses for services such as printing, express mail, fees, mileage and other direct expenses that are incurred during the progress of the project will be billed at 1.1 times Westwood’s cost.

END OF EXHIBIT ‘B’

EXHIBIT C**INSURANCE**

Westwood shall, during the term of this Agreement, maintain the following insurances:

1. Commercial General Liability (occurrence form not less than):
 - \$2,000,000 General Liability
 - \$2,000,000 Products and Completed Operations Aggregate
 - \$1,000,000 Personal and Advertising Injury
 - \$1,000,000 Each Occurrence
 - \$10,000 Medical Expense
2. Commercial Automobile Liability (all scheduled auto, hired and non-owned autos):
 - \$1,000,000 Combined Single Limit
3. Umbrella
 - \$5,000,000 Aggregate
 - \$5,000,000 Each Occurrence
4. Workers Compensation and Employer's Liability
 - \$1,000,000 Each Accident
 - \$1,000,000 Policy Limit
 - \$1,000,000 Each Employee
5. Professional Liability
 - \$2,000,000 Per Claim
 - \$2,000,000 Aggregate

Professional Liability shall include prior acts coverage sufficient to cover the services performed under this Agreement and shall include limited contractual liability.

Exhibit D





CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: August 12, 2025	Department: Administration	Presented By: Mayor Teresa Palmer Toni Fisher, Asst. City Mgr.
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AGENDA ITEM:

Consideration/Action: to appoint 2025 Planning & Zoning Commissioners for Place No. 2 and Alternate.

BACKGROUND:

Planning & Zoning Place 2 Commissioner Scott Smith's appointment to City Council on August 5, 2025, has created a vacancy. Planning & Zoning Alternate Commissioner, Michael Chandler, immediately requested to move to fill Place 2. Willow Park resident Catherine Davis submitted her application for Alternate Commissioner to replace Mr. Chandler. Both positions are in effect until January 2026.

The following Planning & Zoning Commissioners are recommended for appointment:

- Place 2 – Michael Chandler
- Alternate – Catherine Davis

Mr. Smith was also on the Board of Adjustment as Place 4. As of this memo, no requests have been received to fill this vacancy. Any interested residents may contact Staff for an application.

RECOMMENDED MOTION:

Appoint 2025 Planning & Zoning Commissioner Place 2 and Alternate, as stated.



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: August 12, 2025	Department: Police Department	Presented By: Lt. Quincy Hamilton
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AGENDA ITEM

Disposal and sale of surplus police property

BACKGROUND:

Police Department has a 2016 Chevrolet Tahoe, (VIN xxxxx161380) owned by the city that has been removed from service since 2022.

The Aledo I.S.D. has approached city staff and wishes to purchase this vehicle for the Aledo I.S.D. Police Department. The agreed upon value/sale price, if approved, is \$15,000

Requesting that the vehicle be deemed as surplus property and approval of the sale to Aledo I.S.D. for \$15,000. These funds will be used to replace the current police patrol vehicle computers, which no longer meet security/ computer upgrade capability and must be replaced.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommend that the vehicle be approved as surplus property and sold to the Aledo I.S.D., or should Aledo I.S.D. not purchase, to be sold at auction.

EXHIBITS:

N/A

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	0.00
	Source of Funding	N/A



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: August 12, 2025	Department: Police Department	Presented By: Chief Ray Lacy
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AGENDA ITEM

Interlocal Agreement for public safety communications services

BACKGROUND:

The City of Willow Park utilizes the dispatch services of the Parker County Sheriff's Office to provide 24-hour communications capability. This allows our citizens to call and request emergency services and for the City of Willow Park Police to have radio communications. Each year Parker County determines the fee for such service, which is effective October 1 of each year. The fee for October 1, 2025 to September 30, 2026 is \$107,908.15

The fee is billed quarterly at a payment of \$26,977.04

The attached Interlocal Cooperation Agreement must be approved and signed, then returned to the Parker County Sheriff's Office.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the ILA with Parker County.

EXHIBITS:

Interlocal Cooperation Agreement issued by Parker County

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$107,908.15
	Source of Funding	General Budget

INTERLOCAL COOPERATION AGREEMENT BETWEEN COUNTY OF PARKER AND THE CITY OF WILLOW PARK, TEXAS

Item 11.

This Interlocal Cooperation Agreement ("Agreement") is entered into by and between the County of Parker ("COUNTY"), and the City of Willow Park, TX. ("CITY"); collectively the "PARTIES", both political subdivisions of the State of Texas.

WHEREAS, pursuant to Chapter 791, TEXAS GOVERNMENT CODE both Parties are authorized to enter into this Agreement;

WHEREAS, Commissioners Court of the COUNTY and the City Council of the CITY each find:

- A. This Agreement serves the common interest of both Parties;
- B. This Agreement will benefit the public;
- C. This Agreement provides for the performance of governmental functions which each Party is separately authorized to perform;
- D. The division of costs fairly compensates both Parties to this Agreement;
- E. The CITY and COUNTY have authorized their representative to sign this Agreement;
- F. This Agreement does not limit the City's authority to respond to any call for service or emergency that the City receives directly and not through county dispatch; and,
- G. All costs and expenses necessary and incident to this Agreement will be made from current revenues available to the Parties.

NOW THEREFORE, The Parties therefore agree as follows:

I. TERM

The effective date of this Agreement is the 1st day of October, 2025. The initial term of this Agreement shall be for a period of one (1) year and may be automatically renewed each year unless written notice to terminate or modify the terms of the Agreement is given prior to the Anniversary Date. This Agreement may be terminated, with or without cause, or modified, upon thirty (30) days written notice by either Party.

II. SCOPE OF SERVICES

COUNTY hereby agrees to provide CITY with law enforcement dispatch services through the Parker County Sheriff's Office on a 24-hour, 7 day a week basis to protect and defend public health and safety. When receiving any call for service for the Willow Park Police Department the Parker County Sheriff's Office will dispatch the substance of the call over the secure law enforcement radio channel to the "on duty" Willow Park officer.

III. COMPENSATION

In consideration for the services provided by COUNTY, CITY agrees to pay the below listed portion of minimum labor costs associated with the shared law enforcement dispatch console manned 24 hours a day, 7 days a week in the Sheriff's Office Communications Center. Total minimum labor costs of one shared Parker County Sheriff's Office (COUNTY) dispatch console, manned 24 hours a day, 7 days a week (168 hours) for budget year 2024-2025 are \$362,571.38. The actual costs are derived from the average cost of a dispatcher (salary plus benefits = \$86,326.52) and multiplying by four and two/tenths (4.2). The associated costs are subject to change due to annual raises or cost of living allowance increases. The CITY will be responsible for the costs associated with the equivalent of one and one half (1.5) dispatchers. The full cost increase to CITY will be implemented over a three (3) year period with incremental price increases based on the below listed percentages until reaching the end of the contract costs. After three (3) years the CITY's responsible costs will reach and remain at the costs associated with 1.5 dispatchers (FY 25-26/\$129,489.78). For Agreement Year 1 (fiscal year 2025-2026), the amount equivalent to 1.25 dispatchers will be billed. Subsequent year's billed amount will be based on the previous budget year costs and subject to employee raises and/or cost of living allowances, as provided by the COUNTY to the CITY utilizing the below listed percentages, (i.e. budget year 2025-2026 figures will be based on the COUNTY'S 2024-2025 labor costs). The COUNTY will provide the CITY with any proposed labor increases by April 1st of the current budget year. CITY's share for fiscal year 2025-2026 is One Hundred Seven Thousand Nine Hundred and Eight dollars and 15/100 cents (\$107,908.15) and made payable quarterly at (\$26,977.04).

FISCAL YEAR	COSTS-1 DISPATCHER	MULTIPLIER	AMOUNT OWED
2025-2026	\$86,326.52	1.25	\$ 107,908.15
2026-2027		1.375	
2027-2028		1.5	
SUBSEQUENT YRS.		1.5	

*Fiscal year 2025-2026 costs in the table above are based on current year ('24-'25) salaries and benefits.

This cost may be modified upon mutual written agreement of the Parties hereto. Should the CITY fail to appropriate the funds necessary to fund this agreement for any renewal year, this Agreement shall terminate at the end of quarter for which funding was tendered to the County.

Should the PARKER COUNTY Commissioner's Court fail to appropriate funds for that cost of complying with this Agreement for any renewal year, this agreement shall terminate at the end of the fiscal year funded by the County

IV. REPRESENTATION

To the extent allowed by law, COUNTY agrees to and accepts full responsibility for the acts, negligence, and/or omissions of all COUNTY employees and agents. CITY agrees to and accepts full responsibility for the acts, negligence, and/or omissions of all CITY employees and agents.

COUNTY understands and agrees that COUNTY, its employees, servants, agents and representatives shall at no time represent themselves to be employees, servants, agents and/or representatives of CITY.

CITY understands and agrees that CITY, its employees, servants, agents and/or representatives shall at no time represent themselves to be employees, servants, agents and/or representatives of COUNTY.

V. NOTICE

All notices, demands, requests or replies provided for or permitted by either Party must be in writing and may be delivered by: (1) by personal delivery; (2) by deposit with the United States Postal Services; (3) by deposit with an overnight express delivery service. Notice deposited with the United States Postal Services in the manner described above will be deemed effective two (2) business days after deposit with the United States Postal Service. Notice by overnight express delivery service will be deemed effective one (1) business day after transmission from the overnight express carrier.

All such communications must only be made to the following:

City Administrator
City of Willow Park
120 El Chico Trail, Suite A
Willow Park, TX 76087

County Judge
Parker County
One Courthouse Square
Weatherford, TX 76086

VI. TERMINATION

In the event of notice of termination, CITY shall be obligated to pay such payments as are required by this Agreement through the date of termination. COUNTY shall be obligated to provide services pursuant to this Agreement, through the date of termination.

VII. SOLE AGREEMENT

This Agreement represents the entire agreement between COUNTY and CITY and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the governing bodies of both COUNTY and CITY or those authorized to sign on behalf of those governing bodies.

VIII. VENUE

The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the Parties hereto, shall be governed by the laws of the State of Texas. Further, this Agreement shall be performable in Parker County, Texas.

IX. SEVERANCE

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the Parties hereto that the remaining portions shall remain valid and in full force and effect to the extent possible.

X. THIRDPARTY

The Parties do not enter into this agreement to protect any specific third party. The intent of this agreement excludes the idea of a suit by a third-party beneficiary. The parties to this agreement do not consent to the waiver of sovereign immunity under Texas law to the extent any party may have immunity under Texas law.

XI. JOINT VENTURE & AGENCY

The relationship between the Parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any Party as agent for the other party.

EXECUTED this ____ day of _____, 2025.

PAT DEEN
COUNTY JUDGE OF PARKER COUNTY

EXECUTED this ____ day of _____, 2025.

TERESA PALMER
MAYOR OF WILLOW PARK

APPROVED as to content:

RUSS AUTHIER
SHERIFF OF PARKER COUNTY