



CITY COUNCIL REGULAR MEETING AGENDA

City Hall, 120 El Chico Trl., Willow Park, TX 76087

Tuesday, February 14, 2023 at 6:00 PM

CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN

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. The Rules of Procedure states that comments are to be limited 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.

PROCLAMATION

1. Steve Wood, Aledo ISD Athletic Director
2. Tim Buchanan, Aledo Head Football Coach
3. Aledo Football State Championship
4. Pastor Jon Sherman, Trinity Bible Church
5. Teen Violence Dating Awareness Month, Freedom House

CONSENT AGENDA

All matters listed in the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

6. Approve City Council Meeting Minutes - Regular Meeting on January 24, 2023.

REGULAR AGENDA ITEMS

7. Discussion/Action: to approve the City's 2022-2023 1st Quarter Financial Report.

8. Discussion/Action: to approve the 2022 Racial Profiling Report.

9. Project Updates

El Chico Pump Station/Fort Worth Water

Street Update/Bond Update/Crown Road

Drainage

Wasterwater Treatment Plant

10. Budget Update

New City Hall Costs and Funding Recommendations

11. Development and Permit Updates

Utility Connections

Building Permits

12. Discussion/Action: to consider and take action on authorizing the opt-in of the City of Willow Park in the settlements reached by the Texas Attorney General with Allergan, CVS, Walgreens and Walmart, and authorizing the City Manager to execute all documentation necessary to participate in the settlements, including execution of the Subdivision Participation Forms.

13. Discussion/Action: to Form Committee to Build / Construct / Plan a Police Station.

14. Discussion/Action: to award a base bid schedule A through D for the Wastewater Effluent Line to B&L Construction Company for a total of \$1,383,285.00.

INFORMATIONAL

Mayor and Council Comments

City Manager Comments

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.*

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

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, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: February 10, 2023, at 1:30 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Crystal R. Dozier, TRMC

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 cdozier@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 www.willowpark.org



CITY COUNCIL REGULAR MEETING MINUTES

Municipal Complex, 516 Ranch House Rd, Willow Park, TX 76087

Tuesday, January 24, 2023 at 6:00 PM

CALL TO ORDER AND THE ROLL OF ELECTED AND APPOINTED OFFICERS WILL BE TAKEN

PLEDGE OF ALLEGIANCE AND INVOCATION

Pastor Jack Hunt with the Well Church gave the invocation followed by the pledge of allegiance.

PUBLIC COMMENTS (Limited to three minutes per person)

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- (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.

There were no public comments.

CONSENT AGENDA

All matters listed in the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Approve City Council Meeting Minutes - Regular City Council Meeting Minutes December 13, 2022.

To approve City Council Meeting Minutes - Regular City Council Meeting Minutes December 13, 2022.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

REGULAR AGENDA ITEMS

2. Discussion/Action: to adopt an ordinance to Order the May 6, 2023 General Election.

TO ADOPT AN ORDINANCE ORDERING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 6, 2023 FOR THE PURPOSE OF ELECTING CERTAIN MUNICIPAL OFFICERS FOR THE CITY OF WILLOW PARK, SPECIFICALLY A MAYOR AND CITY COUNCILMEMBERS FOR PLACES NO. 1 AND NO. 2; DESIGNATING A POLLING PLACE, WITHIN THE MUNICIPAL LIMITS; APPOINTING A PRESIDING ELECTION JUDGE AND ALTERNATE PRESIDING ELECTION JUDGE; ESTABLISHING OTHER PROCEDURES FOR THE CONDUCT OF THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION OF NOTICE; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

3. Discussion/Action: Consider and Reappoint Board of Adjustment Commissioners for Place Numbers 1, 3, and 5.

To reappoint Board of Adjustment Commissioners Michael Chandler, Place 1; Cynthia Neverdousky, Place 3; and Michael Caldwell, Place 5.

Motion made by Councilmember Contreras, Seconded by Councilmember Young.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

4. Discussion/Action: Consider and Reappoint Planning & Zoning Commissioners for Place Numbers 1, 3, 5, and Alternate 1.

To reappoint Planning and Zoning Commissioners Rodney Wilkins, Place 1; Billy Weikert, Place 3; Jared Fowler, Place 5; and Zachary Walker, Alternate 1.

Motion made by Councilmember Young, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

5. Discussion/Action: Consider and Reappoint Parks Board Members for Place Numbers 1, 3, and 5.

To reappoint Parks Board Members Lea Young, Ex-Officio, Place 1; James McKibben, Place 3; and David Wagner, Place 5.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

6. Discussion/Action: Consider approval of proposal by Baird, Hampton & Brown to amend Parks & Trails Master Plan.

To approve the proposal by Baird, Hampton & Brown to amend Parks & Trails Master Plan.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

7. Discussion/Action: to approve furniture purchase for New City Hall.

To approve a purchase agreement with T.G. Mercer for the sale of the following goods in the amount of \$23,000: The entirety of furniture/furnishings at 120 El Chico Trail office, including but limited to: desks, office chairs, various television/monitors, IT paraphernalia, installed camera system/security system, coffee machines, refrigerator, etc.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

8. Consideration/Action: award construction contracts to JRM Construction Services, LLC, and RK Construction, LLC for the Wastewater Effluent Line project.

To award a contract to JRM Construction Services, LLC in the amount of \$908,889.00 and a separate contract to RK Construction, LLC in the amount of \$315,000.00. Award of the construction contracts for the Wastewater Effluent Line are contingent upon the Texas Water Development Board (TWDB) approval.

Motion made by Councilmember Young, Seconded by Councilmember Contreras.

Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

9. Consideration/Action: to Approve Agreement With NewGen Strategies & Solutions to Provide Water and Sewer Rate Analysis Study.

To approve Open Services Agreement with NewGen Strategies & Solutions.

**Motion made by Councilmember Young, Seconded by Councilmember Crummel.
Voting Yea: Councilmember Contreras, Councilmember Gilliland,
Councilmember Runnebaum, Councilmember Young, Councilmember Crummel**

10. Discussion/Action: to adopt a resolution approving the 2023 Steering Committee Membership Assessment for cities served by Oncor.

To adopt a resolution approving the 2023 Steering Committee Membership Assessment for cities served by Oncor.

**Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.
Voting Yea: Councilmember Contreras, Councilmember Gilliland,
Councilmember Runnebaum, Councilmember Young, Councilmember Crummel**

INFORMATIONAL

Mayor and Council Comments

Councilman Contreras mentioned looking forward to the new city hall and requested updates on the pump station on El Chico and the Crown Road Street Project.

Councilman Gilliland mentioned he was also looking forward to the new city hall and the staff having adequate workspace. He also congratulated Chief Carrie Ellis on her nuptials.

Mayor Pro Tem Young requested a financial report for the next meeting.

Councilman Crummel requested an update on a sewer study.

Mayor Moss thanked the City Council for helping move forward with staff on the new city hall.

City Manager Comments

City Manager Grimes mentioned staff are very happy to have their own offices and desks. Staff have been more responsive since the move. He thanked everyone and mentioned new carpet will be installed next week. There will be a ribbon cutting with the East Parker County Chamber at the new city hall located at 120 El Chico Trl. on Tuesday, February 14th at 11:00 AM.

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.*

11. 551.072 Discussing the purchase, exchange, lease, or value of real property - Willow Park Public Safety Building.

City Council did not convene into Executive Session.

ADJOURNMENT

Motion made by Councilmember Runnebaum, Seconded by Councilmember Gilliland. Voting Yea: Councilmember Contreras, Councilmember Gilliland, Councilmember Runnebaum, Councilmember Young, Councilmember Crummel

Mayor Moss adjourned the meeting at 6:27 PM.

These minutes were approved on the 14th of February, 2023.

_____/s/_____
Doyle Moss, Mayor

_____/s/_____
Crystal R. Dozier, TRMC
City Secretary

DRAFT



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: 2/14/23	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 1st fiscal quarter 2022-2023 financial activity of the city.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Financial Reports as of December 31, 2022.

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



**City of Willow Park
Financial Update
Financial Reports as of December 31, 2022**

Financial Highlights	General	Water	Wastewater
-FYTD 2022-2023 Revenue Actual	\$ 1,882,787	\$ 765,870	\$ 212,711
-FYTD 2022-2023 Expense Actual	1,368,898	507,490	133,133
-FYTD 2022-2023 Net Change	\$ 513,889	\$ 258,380	\$ 79,578
-FY 2022-2023 Revenue Budget	\$ 5,141,509	\$ 3,112,082	\$ 1,164,396
-FY 2022-2023 Expense Budget	\$ 5,124,648	\$ 2,953,798	\$ 1,163,251
-FYTD 2022-2023 Revenue - Actual to Budget %	37%	25%	18%
-FYTD 2022-2023 Expense - Actual to Budget %	27%	17%	11%

Capital Project Tracker	Fort Worth Water Line (100%)	Wastewater Package Plant	Roads & Parks
Original Net Bond Proceeds	\$ 20,040,000	\$ 14,130,000	\$ 5,500,000
Interest Earned to Date	58,719	-	70,716
Costs Incurred to Date	(17,346,065)	(1,174,272)	(470,103)
Remaining to Spend	\$ 2,752,654	\$ 12,955,728	\$ 5,100,613

YTD Activity vs Prior Year	Oct - Dec 2022	Oct - Dec 2021	Change
<u>General Fund</u>			
Revenue			
Property Tax & Other Taxes	\$ 1,622,246	\$ 1,643,086	\$ (20,840)
Franchise Fees	4,686	4,741	(55)
Development & Permit Fees	72,403	157,120	(84,717)
Fines & Forfeitures/Other Revenue	183,452	33,862	149,590
Expenses			
Personnel Expense	898,997	714,160	184,837
Supplies (Maintenance & Operations)	87,536	64,026	23,510
Utilities	27,833	17,234	10,599
Operational & Contractual Services	341,768	399,078	(57,310)
Capital Outlay & Interfund Transfer	12,764	31,645	(18,881)
Net Income (Loss)	\$ 513,889	\$ 612,666	\$ (98,777)
<u>Water & Wastewater Funds</u>			
Revenue	\$ 978,581	\$ 830,419	\$ 148,162
Expense			
Personnel Expense	271,711	221,540	50,171
Supplies (Maintenance & Operations)	107,706	99,483	8,223
Utilities	55,164	47,881	7,283
Operational & Contractual Services	141,606	235,837	(94,231)
Capital Outlay/Debt Service	64,436	30,069	34,367
Net Income (Loss)	\$ 337,958	\$ 195,609	\$ 142,349

**City of Willow Park
Bank Account Balances**

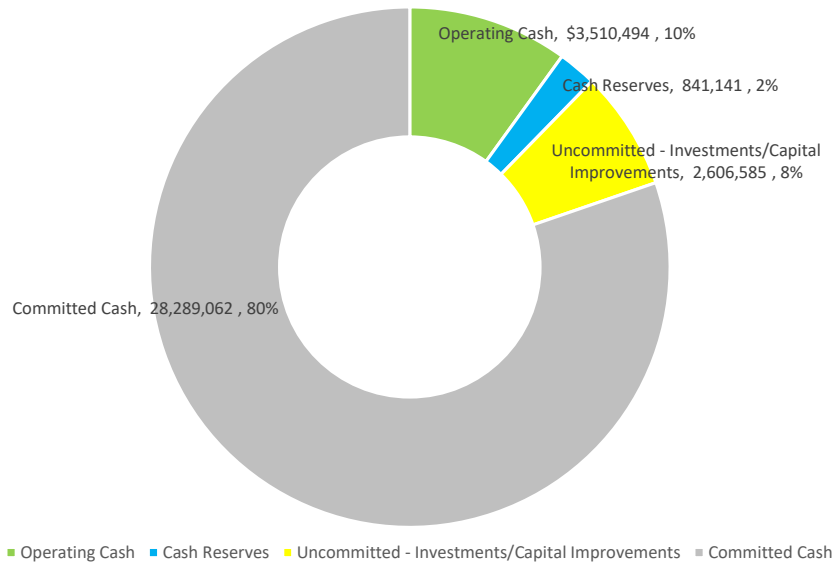
Item 7.

	<u>At 12/31/2022</u>	<u>At 9/30/2022</u>	<u>At 9/30/2021</u>
<u>General Fund</u>			
Operating Cash - General	\$ 1,429,680	\$ 1,027,165	\$ 575,143
General Fund Cash Reserve	241,111	239,396	237,728
TexStar General Fund Investment	523,310	518,775	515,422
Police Holding Fund	3,593	3,592	565
General Fund CD - 65686	129,880	129,420	129,124
	<u>2,327,574</u>	<u>1,918,348</u>	<u>1,457,982</u>
<u>Water Fund</u>			
Operating Cash - Water	1,200,839	1,798,006	334,286
Water Cash Reserve	600,030	595,762	591,612
Water Capital Improvements (Water Line Clearing)	6,355	30,734	423,794
Water Impact Fees	325,382	295,941	-
TWDB I&S Water	202,614	50,645	-
UMB TWDB Escrow (52%)	1,303,267	1,299,671	2,184,803
CID03 Cash (52%)	285,110	640,057	2,954,810
CLFRF Fund	947,684	385,918	723,783
TexStar Water Investment	1,533,014	1,519,726	1,509,905
Water Deposits - 56788	107,092	106,919	106,833
	<u>6,511,387</u>	<u>6,723,380</u>	<u>8,829,826</u>
<u>Wastewater Fund</u>			
Operating Cash - Wastewater	274,677	361,108	629,350
Wastewater Package Plant	124,645	124,645	124,645
Wastewater Impact Fees	173,513	149,695	-
TWDB I&S Wastewater	198,122	49,522	-
US Bank CO S21	12,955,728	12,955,728	13,491,728
FFB CO S21	187,383	374,794	167,083
Wastewater Capital Improvements	366,573	363,965	361,430
TexStar Wastewater	53,808	53,342	52,997
	<u>14,334,448</u>	<u>14,432,799</u>	<u>14,827,233</u>
<u>Other Funds</u>			
Operating Cash - Solid Waste	253,231	247,453	268,841
Operating Cash - Drainage Fund	4,602,067	4,597,694	14,951
Construction Fund - Building	12,097	12,011	14,368
Construction Fund - Roads	5,101,130	5,105,366	516
Debt Service (I&S)	1,223,145	300,080	182,192
Operating Cash - Court Security	52,015	50,150	40,596
Operating Cash - Court Technology	57,592	56,057	55,749
Operating Cash - General (Police Training)	4,447	4,447	6,094
Operating Cash - Police Contributions	544	544	544
Operating Cash - JE Fee	145	90	35
Operating Cash - Truancy Prevention	20,207	18,304	8,601
Police Seizure (Federal)	0	0	0
Police Seizure (State)	4,740	4,706	3,082
Tourism	263,702	212,864	68,666
TIRZ Reimbursement Fund	243,791	1,426	1,008
First Responder	188,383	111,684	2,544
TexStar Parks & Recreation	46,637	46,232	1,001
	<u>12,073,873</u>	<u>10,769,110</u>	<u>668,789</u>
Total Cash	\$ 35,247,282	\$ 33,843,636	\$ 25,783,830

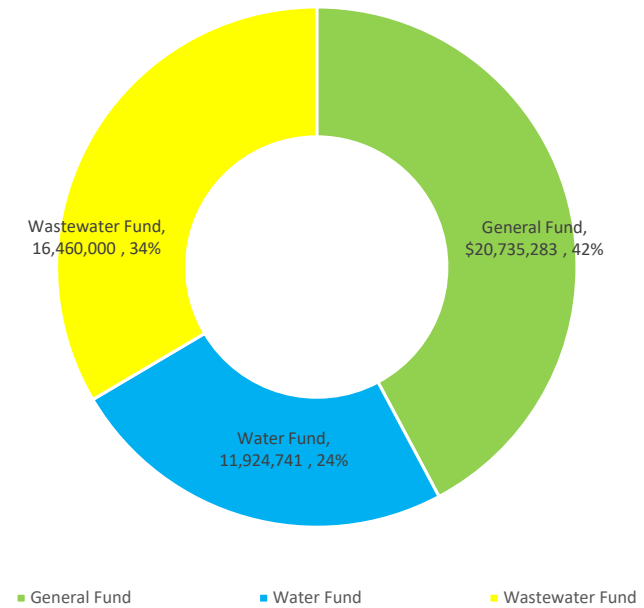


**City of Willow Park
Key Metrics & Trends
As of December 31, 2022**

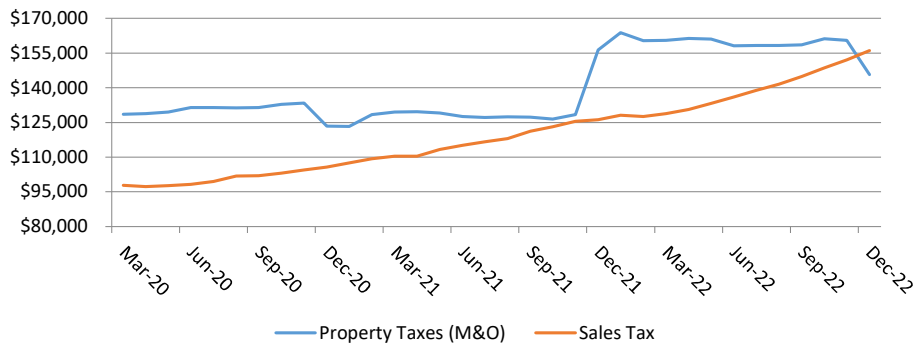
Cash Balances as of December 31, 2022



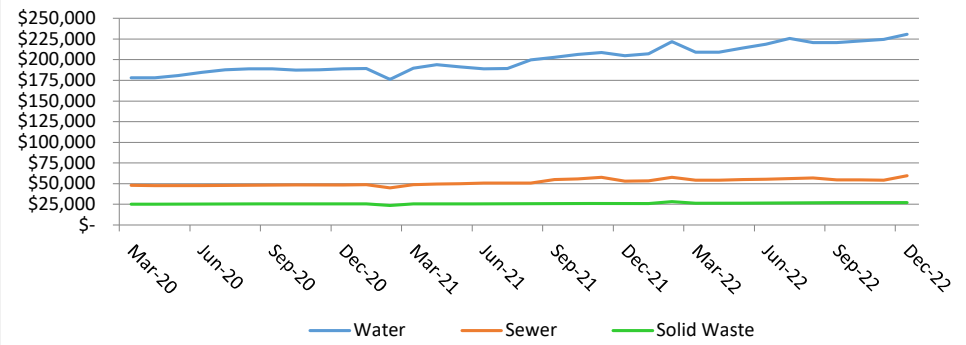
Debt Balance by Fund as of December 31, 2022



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 7.

Date Range: 10/01/2022 - 12/31/2022

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	-1,900,000.00	0.00	-1,078,032.90	-1,078,032.90	-821,967.10	-43.26%
10-001-46001	SALES TAX	-1,750,000.00	0.00	-531,115.01	-531,115.01	-1,218,884.99	-69.65%
10-001-46002	MIXED BEVERAGE TAX	-45,000.00	0.00	-11,591.86	-11,591.86	-33,408.14	-74.24%
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	-1,506.13	-1,506.13	-5,470.87	-78.41%
10 - TAXES Totals:		-3,702,302.00	0.00	-1,622,245.90	-1,622,245.90	-2,080,056.10	-56.18%
Group: 12 - FRANCHISE FEES							
10-001-46020	TXU ELECTRIC	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
10-001-46021	A T & T	-20,000.00	0.00	-2,607.68	-2,607.68	-17,392.32	-86.96%
10-001-46022	TEXAS GAS	-7,500.00	0.00	0.00	0.00	-7,500.00	-100.00%
10-001-46025	MISC. FRANCHISE	-5,000.00	0.00	-1,322.18	-1,322.18	-3,677.82	-73.56%
10-001-46027	MESH NET	-3,024.00	0.00	-756.00	-756.00	-2,268.00	-75.00%
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 FEES	-37,220.00	0.00	0.00	0.00	-37,220.00	-100.00%
12 - FRANCHISE FEES Totals:		-402,722.00	0.00	-4,685.86	-4,685.86	-398,036.14	-98.84%
Group: 15 - ADMINISTRATIVE FEES							
10-001-46005	INTEREST - OPERATING FUND	-15,000.00	0.00	-66,132.52	-66,132.52	51,132.52	340.88%
10-005-46036	OPEN RECORDS FEES	-150.00	0.00	0.00	0.00	-150.00	-100.00%
10-007-46053	ACCIDENT REPORTS	-600.00	0.00	-108.00	-108.00	-492.00	-82.00%
10-007-46087	CREDIT CARD FEES	0.00	0.00	-1,079.61	-1,079.61	1,079.61	0.00%
15 - ADMINISTRATIVE FEES Totals:		-15,750.00	0.00	-67,320.13	-67,320.13	51,570.13	327.43%
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	-39,918.92	-39,918.92	-560,081.08	-93.35%
10-003-46071	HEALTH PERMITS	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
10-003-46072	SUBCONTRACTORS PERMITS	-50,000.00	0.00	-3,635.00	-3,635.00	-46,365.00	-92.73%
10-003-46073	REGISTRATION FEES	-4,500.00	0.00	0.00	0.00	-4,500.00	-100.00%
10-003-46075	OSSF PERMITS	-1,200.00	0.00	-750.00	-750.00	-450.00	-37.50%
10-003-46077	PLAN REVIEW	-80,000.00	0.00	-18,169.19	-18,169.19	-61,830.81	-77.29%
10-003-46080	RE - INSPECTION	0.00	0.00	-75.00	-75.00	75.00	0.00%
10-003-46081	SPECIAL EVENT PERMITS	0.00	0.00	-100.00	-100.00	100.00	0.00%
10-003-46082	REVIEWS/ REQUESTS	-600.00	0.00	0.00	0.00	-600.00	-100.00%
10-003-46083	METER RELEASE	0.00	0.00	-1,250.00	-1,250.00	1,250.00	0.00%

Detail vs Budget Report

Date Range: 10/01/2022 Item 7. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-003-46084	RENTAL INSPECTIONS	-400.00	0.00	0.00	0.00	-400.00	-100.00%
10-003-46089	IRRIGATION	0.00	0.00	-800.00	-800.00	800.00	0.00%
10-003-46095	FIRE ALARMS	-1,000.00	0.00	-2,050.00	-2,050.00	1,050.00	105.00%
10-003-46099	FIRE SPRINKLER	-1,000.00	0.00	-3,000.00	-3,000.00	2,000.00	200.00%
10-003-46106	PLATS/RE-PLATS	0.00	0.00	-2,430.00	-2,430.00	2,430.00	0.00%
10-004-46099	FIRE SPRINKLER	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
10-007-46073	ALARM PERMIT FEES	0.00	0.00	-225.00	-225.00	225.00	0.00%
20 - LICENSES & PERMITS Totals:		-759,700.00	0.00	-72,403.11	-72,403.11	-687,296.89	-90.47%
Group: 25 - FINES & FORFITURES							
10-006-46060	NON-PARKING	-215,000.00	0.00	-42,960.61	-42,960.61	-172,039.39	-80.02%
10-006-46061	PARKING	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
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	0.00	0.00	-15,000.00	-100.00%
10-006-46064	COURT ADMINISTRATION FEES	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
10-006-46065	COURT SECURITY	-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	-42,960.61	-42,960.61	-211,639.39	-83.13%
Group: 30 - SERVICE REVENUE							
10-004-46032	REVENUE RECOVERY	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
10-004-46035	PARKER COUNTY RUN FUNDS	0.00	0.00	-32.60	-32.60	32.60	0.00%
30 - SERVICE REVENUE Totals:		-5,000.00	0.00	-32.60	-32.60	-4,967.40	-99.35%
Group: 35 - OTHER REVENUE							
10-001-46041	REFUNDS/BANK CREDITS	-100.00	0.00	-3,715.70	-3,715.70	3,615.70	3,615.70%
10-001-46042	MISCELLANEOUS	-35.00	0.00	0.00	0.00	-35.00	-100.00%
10-001-46046	OTHER REIMBURSEABLES	-200.00	0.00	0.00	0.00	-200.00	-100.00%
10-005-46024	SPECIAL EVENT SPONSORSHIP	0.00	0.00	-3,800.00	-3,800.00	3,800.00	0.00%
10-005-46042	MISCELLANEOUS	-1,100.00	0.00	0.00	0.00	-1,100.00	-100.00%
10-007-46088	SALE OF ASSETS	0.00	0.00	-9,340.00	-9,340.00	9,340.00	0.00%
10-007-46103	SCHOOL RESOURCE OFFICER FUNDING	0.00	0.00	-56,150.50	-56,150.50	56,150.50	0.00%
10-008-46107	CODE ENFORCEMENT FEES	0.00	0.00	-132.50	-132.50	132.50	0.00%
35 - OTHER REVENUE Totals:		-1,435.00	0.00	-73,138.70	-73,138.70	71,703.70	4,996.77%
10 - GENERAL FUND Totals:		-5,141,509.00	0.00	-1,882,786.91	-1,882,786.91	-3,258,722.09	-63.38%
Revenue Totals:		-5,141,509.00	0.00	-1,882,786.91	-1,882,786.91	-3,258,722.09	-63.38%
Expense							
Fund: 10 - GENERAL FUND							
Group: 50 - PERSONNEL							
10-001-58100	SALARIES	146,377.00	0.00	47,805.39	47,805.39	98,571.61	67.34%
10-001-58101	PAYROLL EXPENSE	2,122.00	0.00	695.63	695.63	1,426.37	67.22%
10-001-58102	WORKERS COMPENSATION	3,108.00	0.00	6,566.67	6,566.67	-3,458.67	-111.28%
10-001-58103	HEALTH INSURANCE	40,365.00	0.00	4,218.80	4,218.80	36,146.20	89.55%

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10-001-58104	RETIREMENT	19,906.00	0.00	3,354.62	3,354.62	16,551.38	83.15%
10-001-58105	UNEMPLOYMENT INSURANCE	270.00	0.00	1.81	1.81	268.19	99.33%
10-001-58107	CELL PHONE STIPEND	2,280.00	0.00	650.76	650.76	1,629.24	71.46%
10-001-58125	DENTAL INSURANCE	2,536.00	0.00	292.24	292.24	2,243.76	88.48%
10-001-58126	LIFE INSURANCE	519.00	0.00	59.49	59.49	459.51	88.54%
10-003-58100	SALARIES	270,838.00	0.00	70,551.76	70,551.76	200,286.24	73.95%
10-003-58101	PAYROLL EXPENSE	3,768.00	0.00	1,012.07	1,012.07	2,755.93	73.14%
10-003-58102	WORKERS COMPENSATION	2,072.00	0.00	8,755.56	8,755.56	-6,683.56	-322.57%
10-003-58103	HEALTH INSURANCE	8,403.00	0.00	6,433.56	6,433.56	1,969.44	23.44%
10-003-58104	RETIREMENT	12,632.00	0.00	5,009.21	5,009.21	7,622.79	60.35%
10-003-58105	UNEMPLOYMENT INSURANCE	180.00	0.00	9.00	9.00	171.00	95.00%
10-003-58107	CELL PHONE STIPEND	1,080.00	0.00	436.17	436.17	643.83	59.61%
10-003-58125	DENTAL INSURANCE	512.00	0.00	413.70	413.70	98.30	19.20%
10-003-58126	LIFE INSURANCE	346.00	0.00	159.63	159.63	186.37	53.86%
10-004-58100	SALARIES	790,658.00	0.00	235,424.61	235,424.61	555,233.39	70.22%
10-004-58101	PAYROLL EXPENSE	11,500.00	0.00	3,602.72	3,602.72	7,897.28	68.67%
10-004-58102	WORKERS COMPENSATION	9,324.00	0.00	24,077.80	24,077.80	-14,753.80	-158.23%
10-004-58103	HEALTH INSURANCE	75,624.00	0.00	18,381.60	18,381.60	57,242.40	75.69%
10-004-58104	RETIREMENT	57,676.00	0.00	17,990.57	17,990.57	39,685.43	68.81%
10-004-58105	UNEMPLOYMENT INSURANCE	810.00	0.00	0.00	0.00	810.00	100.00%
10-004-58107	CELL PHONE STIPEND	540.00	0.00	0.00	0.00	540.00	100.00%
10-004-58109	CERTIFICATE PAY	24,050.00	0.00	3,000.00	3,000.00	21,050.00	87.53%
10-004-58110	OVERTIME	55,000.00	0.00	14,964.48	14,964.48	40,035.52	72.79%
10-004-58124	FLOATER SHIFTS	17,057.00	0.00	0.00	0.00	17,057.00	100.00%
10-004-58125	DENTAL INSURANCE	4,609.00	0.00	1,182.00	1,182.00	3,427.00	74.35%
10-004-58126	LIFE INSURANCE	1,556.00	0.00	438.90	438.90	1,117.10	71.79%
10-004-58127	PHYSICALS & GYM MEMBERSHIPS	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
10-005-58100	SALARIES	72,100.00	0.00	16,961.62	16,961.62	55,138.38	76.47%
10-005-58101	PAYROLL EXPENSE	1,045.00	0.00	244.59	244.59	800.41	76.59%
10-005-58102	WORKERS COMPENSATION	1,036.00	0.00	2,188.89	2,188.89	-1,152.89	-111.28%
10-005-58103	HEALTH INSURANCE	8,403.00	0.00	1,531.80	1,531.80	6,871.20	81.77%
10-005-58104	RETIREMENT	5,155.00	0.00	1,204.26	1,204.26	3,950.74	76.64%
10-005-58105	UNEMPLOYMENT INSURANCE	90.00	0.00	0.00	0.00	90.00	100.00%
10-005-58107	CELL PHONE STIPEND	540.00	0.00	124.62	124.62	415.38	76.92%
10-005-58125	DENTAL INSURANCE	512.00	0.00	118.20	118.20	393.80	76.91%
10-005-58126	LIFE INSURANCE	173.00	0.00	39.90	39.90	133.10	76.94%
10-006-58100	SALARIES	98,341.00	0.00	21,911.22	21,911.22	76,429.78	77.72%
10-006-58101	PAYROLL EXPENSE	2,075.00	0.00	537.12	537.12	1,537.88	74.11%
10-006-58102	WORKERS COMPENSATION	2,072.00	0.00	4,377.78	4,377.78	-2,305.78	-111.28%
10-006-58103	HEALTH INSURANCE	8,403.00	0.00	2,757.24	2,757.24	5,645.76	67.19%
10-006-58104	RETIREMENT	4,291.00	0.00	1,310.46	1,310.46	2,980.54	69.46%
10-006-58105	UNEMPLOYMENT INSURANCE	180.00	0.00	0.00	0.00	180.00	100.00%
10-006-58107	CELL PHONE STIPEND	540.00	0.00	124.62	124.62	415.38	76.92%
10-006-58109	CERTIFICATE PAY	479.00	0.00	110.46	110.46	368.54	76.94%

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10-006-58110	OVERTIME	800.00	0.00	0.00	0.00	800.00	100.00%
10-006-58125	DENTAL INSURANCE	512.00	0.00	177.30	177.30	334.70	65.37%
10-006-58126	LIFE INSURANCE	173.00	0.00	59.85	59.85	113.15	65.40%
10-006-58132	BAILIFF DUTIES	1,492.00	0.00	0.00	0.00	1,492.00	100.00%
10-007-58100	SALARIES	1,072,785.00	0.00	265,873.64	265,873.64	806,911.36	75.22%
10-007-58101	PAYROLL EXPENSE	15,882.00	0.00	3,895.53	3,895.53	11,986.47	75.47%
10-007-58102	WORKERS COMPENSATION	19,412.00	0.00	32,833.35	32,833.35	-13,421.35	-69.14%
10-007-58103	HEALTH INSURANCE	124,814.00	0.00	28,797.84	28,797.84	96,016.16	76.93%
10-007-58104	RETIREMENT	78,862.00	0.00	19,974.05	19,974.05	58,887.95	74.67%
10-007-58105	UNEMPLOYMENT INSURANCE	2,534.00	0.00	17.43	17.43	2,516.57	99.31%
10-007-58109	CERTIFICATE PAY	19,200.00	0.00	2,515.23	2,515.23	16,684.77	86.90%
10-007-58110	OVERTIME	40,000.00	0.00	10,218.06	10,218.06	29,781.94	74.45%
10-007-58125	DENTAL INSURANCE	7,948.00	0.00	1,851.80	1,851.80	6,096.20	76.70%
10-007-58126	LIFE INSURANCE	3,043.00	0.00	625.10	625.10	2,417.90	79.46%
10-007-58127	PHYSICALS & GYM MEMBERSHIPS	4,797.00	0.00	409.00	409.00	4,388.00	91.47%
10-007-58128	ACCRUED COMP & VACATION	0.00	0.00	2,717.77	2,717.77	-2,717.77	0.00%
50 - PERSONNEL Totals:		3,168,407.00	0.00	898,997.48	898,997.48	2,269,409.52	71.63%
Group: 55 - SUPPLIES							
10-001-58200	POSTAGE & SHIPPING	2,070.00	0.00	1,000.00	1,000.00	1,070.00	51.69%
10-001-58201	OFFICE SUPPLIES	4,658.00	0.00	82.01	82.01	4,575.99	98.24%
10-001-58202	FLOWERS/GIFTS/PLAQUES	2,070.00	0.00	0.00	0.00	2,070.00	100.00%
10-001-58203	BASIC OPERATING SUPPLIES	0.00	0.00	97.38	97.38	-97.38	0.00%
10-001-58204	PRINTING & BINDING	0.00	0.00	174.66	174.66	-174.66	0.00%
10-001-58205	MINOR EQUIPMENT: OFFICE	533.00	0.00	0.00	0.00	533.00	100.00%
10-001-58207	MV REPAIR & MAINTENANCE	0.00	0.00	5.59	5.59	-5.59	0.00%
10-001-58208	UNIFORMS & SUPPLIES	311.00	0.00	0.00	0.00	311.00	100.00%
10-001-58214	FINANCE CHARGES	2,500.00	0.00	16,788.99	16,788.99	-14,288.99	-571.56%
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	80.02	80.02	434.98	84.46%
10-003-58200	POSTAGE & SHIPPING	515.00	0.00	0.00	0.00	515.00	100.00%
10-003-58201	OFFICE SUPPLIES	5,000.00	0.00	103.54	103.54	4,896.46	97.93%
10-003-58202	FLOWERS/GIFTS/PLAQUES	75.00	0.00	0.00	0.00	75.00	100.00%
10-003-58203	BASIC OPERATING SUPPLIES	0.00	0.00	152.13	152.13	-152.13	0.00%
10-003-58204	PRINTING & BINDING	309.00	0.00	0.00	0.00	309.00	100.00%
10-003-58205	MINOR EQUIPMENT: OFFICE	515.00	0.00	0.00	0.00	515.00	100.00%
10-003-58208	UNIFORMS & SUPPLIES	309.00	0.00	0.00	0.00	309.00	100.00%
10-003-58214	CREDIT CARD FEES	0.00	0.00	1,000.42	1,000.42	-1,000.42	0.00%
10-003-58265	FACILITIES MAINT SUPPLIES	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
10-004-58200	POSTAGE & SHIPPING	853.00	0.00	0.00	0.00	853.00	100.00%
10-004-58201	OFFICE SUPPLIES	2,250.00	0.00	368.39	368.39	1,881.61	83.63%
10-004-58202	FLOWERS/GIFTS/PLAQUES	518.00	0.00	0.00	0.00	518.00	100.00%
10-004-58203	BASIC OPERATING SUPPLIES	12,862.00	0.00	2,818.32	2,818.32	10,043.68	78.09%
10-004-58204	PRINTING & BINDING	213.00	0.00	0.00	0.00	213.00	100.00%

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10-004-58205	MINOR EQUIPMENT: OFFICE	1,967.00	0.00	187.76	187.76	1,779.24	90.45%
10-004-58207	MV REPAIR & MAINTENANCE	79,758.00	0.00	12,099.29	12,099.29	67,658.71	84.83%
10-004-58208	UNIFORMS & SUPPLIES	20,875.00	0.00	172.35	172.35	20,702.65	99.17%
10-004-58216	PPE AND SUPPLIES	62,722.00	0.00	2,780.50	2,780.50	59,941.50	95.57%
10-004-58217	MEDICAL SUPPLIES	15,428.00	0.00	2,313.90	2,313.90	13,114.10	85.00%
10-004-58219	FOAM SUPPLIES	1,866.00	0.00	0.00	0.00	1,866.00	100.00%
10-004-58220	ROAD ABSORBENT SUPPLIES	1,712.00	0.00	0.00	0.00	1,712.00	100.00%
10-004-58253	SAFETY EQUIPMENT & SUPPLIES	19,213.00	0.00	3,865.48	3,865.48	15,347.52	79.88%
10-004-58260	BUILDING & FACILITIES REPAIRS	3,871.00	0.00	657.00	657.00	3,214.00	83.03%
10-004-58265	FACILITIES MAINT SUPPLIES	0.00	0.00	43.75	43.75	-43.75	0.00%
10-004-58278	EMERGENCY RESPONSE SUPPLIES	8,280.00	0.00	0.00	0.00	8,280.00	100.00%
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	18.55	18.55	1,534.45	98.81%
10-005-58202	FLOWERS/GIFTS/PLAQUES	1,553.00	0.00	0.00	0.00	1,553.00	100.00%
10-005-58203	BASIC OPERATING SUPPLIES	569.00	0.00	0.00	0.00	569.00	100.00%
10-005-58204	PRINTING & BINDING	533.00	0.00	221.61	221.61	311.39	58.42%
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	0.00	0.00	1,397.00	100.00%
10-005-58266	MINOR EQUIPMENT: FIELD	518.00	0.00	0.00	0.00	518.00	100.00%
10-005-58269	PROMOTIONS	25,000.00	0.00	3,036.39	3,036.39	21,963.61	87.85%
10-006-58201	OFFICE SUPPLIES	1,035.00	0.00	23.47	23.47	1,011.53	97.73%
10-006-58202	FLOWERS/GIFTS/PLAQUES	207.00	0.00	0.00	0.00	207.00	100.00%
10-006-58214	FINANCE CHARGES	311.00	0.00	3,800.10	3,800.10	-3,489.10	-1,121.90%
10-007-58200	POSTAGE & SHIPPING	320.00	0.00	45.67	45.67	274.33	85.73%
10-007-58201	OFFICE SUPPLIES	5,693.00	0.00	827.95	827.95	4,865.05	85.46%
10-007-58202	FLOWERS/GIFTS/PLAQUES	453.00	0.00	86.58	86.58	366.42	80.89%
10-007-58203	BASIC OPERATING SUPPLIES	3,105.00	0.00	0.00	0.00	3,105.00	100.00%
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	783.34	783.34	4,598.66	85.45%
10-007-58206	MV OILS, LUBRICANTS & FLUIDS	533.00	0.00	46.50	46.50	486.50	91.28%
10-007-58207	MV REPAIR & MAINTENANCE	9,315.00	0.00	5,360.79	5,360.79	3,954.21	42.45%
10-007-58208	UNIFORMS & SUPPLIES	14,283.00	0.00	656.90	656.90	13,626.10	95.40%
10-007-58214	FINANCE CHARGES	62.00	0.00	357.78	357.78	-295.78	-477.06%
10-007-58253	SAFETY EQUIPMENT & SUPPLIES	2,962.00	0.00	450.00	450.00	2,512.00	84.81%
10-007-58260	BUILDING & FACILITIES REPAIRS	6,396.00	0.00	700.00	700.00	5,696.00	89.06%
10-007-58265	FACILITIES MAINT SUPPLIES	14,464.00	0.00	1,950.00	1,950.00	12,514.00	86.52%
10-007-58266	MINOR EQUIPMENT: FIELD	33,248.00	0.00	432.00	432.00	32,816.00	98.70%
10-007-58267	OPERATING SUPPLIES NON CONSUMA	1,066.00	0.00	0.00	0.00	1,066.00	100.00%
10-007-58268	SUBSCRIPTIONS & PUBLICATIONS	3,494.00	0.00	248.43	248.43	3,245.57	92.89%
10-007-58270	MV FUEL	25,875.00	0.00	9,128.38	9,128.38	16,746.62	64.72%
10-007-58271	MV TIRES, TUBES & BATTERIES	4,264.00	0.00	1,759.59	1,759.59	2,504.41	58.73%
10-007-58275	SPECIAL EVENTS	1,035.00	0.00	367.90	367.90	667.10	64.45%
10-007-58276	AMMUNITION & WEAPONS RELATED	9,134.00	0.00	794.34	794.34	8,339.66	91.30%
10-008-58203	BASIC OPERATING SUPPLIES	1,139.00	0.00	163.97	163.97	975.03	85.60%

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10-008-58207	MV REPAIR & MAINTENACE	2,588.00	0.00	390.45	390.45	2,197.55	84.91%
10-008-58208	UNIFORMS & SUPPLIES	1,035.00	0.00	0.00	0.00	1,035.00	100.00%
10-008-58210	TRAFFIC & STREET SIGNS	3,731.00	0.00	1,758.00	1,758.00	1,973.00	52.88%
10-008-58222	MINOR TOOLS	3,167.00	0.00	0.00	0.00	3,167.00	100.00%
10-008-58223	EQUIPMENT	0.00	0.00	1,942.83	1,942.83	-1,942.83	0.00%
10-008-58225	ASPHALT MATERIALS	36,225.00	0.00	4,920.41	4,920.41	31,304.59	86.42%
10-008-58226	ROAD BASE MATERIALS - PAVING	20,493.00	0.00	0.00	0.00	20,493.00	100.00%
10-008-58227	ICE & INCLEMENT WEATHER	4,797.00	0.00	0.00	0.00	4,797.00	100.00%
10-008-58228	CONCRETE REPLACEMENT	15,525.00	0.00	0.00	0.00	15,525.00	100.00%
10-008-58251	BARRICADES/MARKERS	2,588.00	0.00	0.00	0.00	2,588.00	100.00%
10-008-58253	SAFETY EQUIPMENT & SUPPLIES	1,066.00	0.00	0.00	0.00	1,066.00	100.00%
10-008-58260	BUILDING & FACILITIES REPAIRS	24,840.00	0.00	957.97	957.97	23,882.03	96.14%
10-008-58265	FACILITIES MAINT SUPPLIES	5,175.00	0.00	946.93	946.93	4,228.07	81.70%
10-008-58266	MINOR EQUIPMENT: FIELD	4,140.00	0.00	219.00	219.00	3,921.00	94.71%
10-008-58270	MV FUEL	57,491.00	0.00	348.69	348.69	57,142.31	99.39%
55 - SUPPLIES Totals:		616,520.00	0.00	87,536.00	87,536.00	528,984.00	85.80%
Group: 60 - UTILITIES							
10-004-58305	COMMUNICATION SERVICES	6,396.00	0.00	3,601.04	3,601.04	2,794.96	43.70%
10-007-58305	COMMUNICATION SERVICES	4,451.00	0.00	1,558.32	1,558.32	2,892.68	64.99%
10-008-58300	ELECTRICITY	36,225.00	0.00	16,435.33	16,435.33	19,789.67	54.63%
10-008-58301	GAS	5,175.00	0.00	1,733.23	1,733.23	3,441.77	66.51%
10-008-58302	TELEPHONE	15,525.00	0.00	0.00	0.00	15,525.00	100.00%
10-008-58305	COMMUNICATION SERVICES	46,575.00	0.00	4,504.71	4,504.71	42,070.29	90.33%
60 - UTILITIES Totals:		114,347.00	0.00	27,832.63	27,832.63	86,514.37	75.66%
Group: 65 - CONTRACTUAL SERVICES							
10-001-58400	TRAVEL & TRAINING	10,000.00	0.00	2,385.34	2,385.34	7,614.66	76.15%
10-001-58401	CONSULTANTS & PROFESSIONALS	25,875.00	0.00	0.00	0.00	25,875.00	100.00%
10-001-58402	ADVERTISING & LEGAL NOTICES	1,553.00	0.00	325.00	325.00	1,228.00	79.07%
10-001-58403	PRINTING & BINDING	3,726.00	0.00	0.00	0.00	3,726.00	100.00%
10-001-58404	PROPERTY & LIABILITY	7,245.00	0.00	7,152.67	7,152.67	92.33	1.27%
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	6,245.00	6,245.00	-3,140.00	-101.13%
10-001-58408	SPECIAL EVENTS	10,000.00	0.00	3,575.74	3,575.74	6,424.26	64.24%
10-001-58415	FINES & PENALTIES	0.00	0.00	3,674.99	3,674.99	-3,674.99	0.00%
10-001-58417	ACCOUNTING & AUDITOR	41,400.00	0.00	12,358.34	12,358.34	29,041.66	70.15%
10-001-58418	CONTRACTUAL SERVICES	49,680.00	0.00	16,136.00	16,136.00	33,544.00	67.52%
10-001-58426	SOFTWARE TECH SUPPORT	55,000.00	0.00	26,486.31	26,486.31	28,513.69	51.84%
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	962.28	962.28	3,024.72	75.86%
10-001-58451	EQUIPMENT RENTAL	9,936.00	0.00	3,031.13	3,031.13	6,904.87	69.49%
10-001-58477	COMMERCIAL LEASE	0.00	0.00	29,588.38	29,588.38	-29,588.38	0.00%
10-003-58400	TRAVEL & TRAINING	3,000.00	0.00	1,993.85	1,993.85	1,006.15	33.54%
10-003-58401	CONSULTANTS & PROFESSIONALS	10,000.00	0.00	0.00	0.00	10,000.00	100.00%

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
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	5,150.00	0.00	7,152.67	7,152.67	-2,002.67	-38.89%
10-003-58406	PROFESSIONAL LICENSE	0.00	0.00	194.05	194.05	-194.05	0.00%
10-003-58407	DUES & MEMBERSHIPS	721.00	0.00	0.00	0.00	721.00	100.00%
10-003-58418	CONTRACTUAL SERVICES	55,000.00	0.00	9,730.00	9,730.00	45,270.00	82.31%
10-003-58423	FOOD SERVICE INSPECTOR	7,500.00	0.00	5,650.00	5,650.00	1,850.00	24.67%
10-003-58424	ENGINEERING/CITY ENGINEER	15,000.00	0.00	5,316.64	5,316.64	9,683.36	64.56%
10-003-58426	SOFTWARE TECH SUPPORT	0.00	0.00	270.50	270.50	-270.50	0.00%
10-003-58435	POOL INSPECTOR	1,700.00	0.00	0.00	0.00	1,700.00	100.00%
10-003-58438	IT CONTRACT	4,000.00	0.00	962.28	962.28	3,037.72	75.94%
10-003-58463	ECONOMIC DEVELOPMENT	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
10-004-58400	TRAVEL & TRAINING	29,036.00	0.00	5,615.38	5,615.38	23,420.62	80.66%
10-004-58401	CONSULTANTS & PROFESSIONALS	3,731.00	0.00	0.00	0.00	3,731.00	100.00%
10-004-58403	PRINTING & BINDING	213.00	0.00	0.00	0.00	213.00	100.00%
10-004-58404	PROPERTY & LIABILITY	5,330.00	0.00	7,152.67	7,152.67	-1,822.67	-34.20%
10-004-58407	DUES & MEMBERSHIPS	561.00	0.00	109.93	109.93	451.07	80.40%
10-004-58418	CONTRACTUAL SERVICES	67,489.00	0.00	17,520.40	17,520.40	49,968.60	74.04%
10-004-58427	EQUIPMENT TECH SUPPORT	21,259.00	0.00	825.75	825.75	20,433.25	96.12%
10-004-58437	PUBLIC SAFETY ALERT SYSTEM	1,108.00	0.00	0.00	0.00	1,108.00	100.00%
10-004-58438	IT CONTRACT	4,107.00	0.00	962.28	962.28	3,144.72	76.57%
10-004-58452	VEHICLE LEASE	0.00	0.00	3,710.63	3,710.63	-3,710.63	0.00%
10-005-58400	TRAVEL & TRAINING	10,350.00	0.00	1,894.75	1,894.75	8,455.25	81.69%
10-005-58401	CONSULTANTS & PROFESSIONALS	8,280.00	0.00	0.00	0.00	8,280.00	100.00%
10-005-58402	ADVERTISING & LEGAL NOTICES	2,070.00	0.00	92.60	92.60	1,977.40	95.53%
10-005-58404	PROPERTY & LIABILITY	5,693.00	0.00	7,152.67	7,152.67	-1,459.67	-25.64%
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	746.80	746.80	11,253.20	93.78%
10-005-58408	SPECIAL EVENTS	25,000.00	0.00	390.84	390.84	24,609.16	98.44%
10-005-58416	LEGAL/CITY ATTORNEY	50,000.00	0.00	9,765.00	9,765.00	40,235.00	80.47%
10-005-58418	CONTRACTUAL SERVICES	4,554.00	0.00	1,654.00	1,654.00	2,900.00	63.68%
10-005-58419	ELECTIONS ADMINISTRATION	5,900.00	0.00	0.00	0.00	5,900.00	100.00%
10-005-58426	SOFTWARE TECH SUPPORT	518.00	0.00	0.00	0.00	518.00	100.00%
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	962.28	962.28	3,144.72	76.57%
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	3,105.00	0.00	0.00	0.00	3,105.00	100.00%
10-006-58404	PROPERTY & LIABILITY	5,330.00	0.00	7,152.67	7,152.67	-1,822.67	-34.20%
10-006-58407	DUES & MEMBERSHIPS	85.00	0.00	0.00	0.00	85.00	100.00%
10-006-58416	LEGAL/CITY ATTORNEY	12,000.00	0.00	2,250.00	2,250.00	9,750.00	81.25%
10-006-58418	CONTRACTUAL SERVICES	0.00	0.00	195.66	195.66	-195.66	0.00%
10-006-58421	MUNICIPAL JUDGE	14,904.00	0.00	2,400.00	2,400.00	12,504.00	83.90%
10-006-58422	MAGISTRATE	3,105.00	0.00	600.00	600.00	2,505.00	80.68%
10-006-58426	SOFTWARE TECH SUPPORT	0.00	0.00	1,326.45	1,326.45	-1,326.45	0.00%
10-006-58438	IT CONTRACT	4,140.00	0.00	962.28	962.28	3,177.72	76.76%

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10-006-58441	JURY SERVICE	207.00	0.00	0.00	0.00	207.00	100.00%
10-007-58400	TRAVEL & TRAINING	8,797.00	0.00	116.76	116.76	8,680.24	98.67%
10-007-58402	ADVERTISING & LEGAL NOTICES	107.00	0.00	2,380.00	2,380.00	-2,273.00	-2,124.30%
10-007-58403	PRINTING & BINDING	640.00	0.00	0.00	0.00	640.00	100.00%
10-007-58404	PROPERTY & LIABILITY	5,330.00	0.00	7,152.67	7,152.67	-1,822.67	-34.20%
10-007-58407	DUES & MEMBERSHIPS	1,760.00	0.00	0.00	0.00	1,760.00	100.00%
10-007-58410	LAB TESTING	3,105.00	0.00	1,016.00	1,016.00	2,089.00	67.28%
10-007-58418	CONTRACTUAL SERVICES	112,000.00	0.00	17,329.07	17,329.07	94,670.93	84.53%
10-007-58420	INMATE HOUSING	1,242.00	0.00	176.25	176.25	1,065.75	85.81%
10-007-58426	SOFTWARE TECH SUPPORT	0.00	0.00	969.75	969.75	-969.75	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	962.28	962.28	3,144.72	76.57%
10-007-58450	GOVERNMENT & MISC OPERATING	673.00	0.00	0.00	0.00	673.00	100.00%
10-007-58452	VEHICLE LEASE	61,836.00	0.00	9,406.72	9,406.72	52,429.28	84.79%
10-007-58462	ANIMAL CONTROL	68,879.00	0.00	0.00	0.00	68,879.00	100.00%
10-008-58400	TRAVEL & TRAINING	3,105.00	0.00	54.12	54.12	3,050.88	98.26%
10-008-58402	ADVERTISING & LEGAL NOTICES	0.00	0.00	311.60	311.60	-311.60	0.00%
10-008-58404	PROPERTY & LIABILITY	6,728.00	0.00	7,152.67	7,152.67	-424.67	-6.31%
10-008-58408	SPECIAL EVENTS	35,000.00	0.00	0.00	0.00	35,000.00	100.00%
10-008-58411	PROPERTY DAMAGE	0.00	0.00	39,372.25	39,372.25	-39,372.25	0.00%
10-008-58418	CONTRACTUAL SERVICES	15,525.00	0.00	23,968.50	23,968.50	-8,443.50	-54.39%
10-008-58424	ENGINEERING/CITY ENGINEER	15,525.00	0.00	0.00	0.00	15,525.00	100.00%
10-008-58425	SOLID WASTE COLLECTION	7,245.00	0.00	0.00	0.00	7,245.00	100.00%
10-008-58426	SOFTWARE TECH SUPPORT	0.00	0.00	3,744.20	3,744.20	-3,744.20	0.00%
10-008-58438	IT CONTRACT	4,140.00	0.00	962.28	962.28	3,177.72	76.76%
10-008-58450	GOVERNMENT & MISC OPERATING	46,906.00	0.00	0.00	0.00	46,906.00	100.00%
10-008-58451	EQUIPMENT RENTAL	2,132.00	0.00	257.94	257.94	1,874.06	87.90%
10-008-58452	VEHICLE LEASE	0.00	0.00	9,801.00	9,801.00	-9,801.00	0.00%
65 - CONTRACTUAL SERVICES Totals:		1,049,606.00	0.00	341,768.27	341,768.27	707,837.73	67.44%
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	2,988.00	2,988.00	-2,988.00	0.00%
10-003-58600	OFFICE EQUIPMENT	0.00	0.00	1,300.00	1,300.00	-1,300.00	0.00%
10-003-58612	SOFTWARE	0.00	0.00	7,500.00	7,500.00	-7,500.00	0.00%
10-006-58612	SOFTWARE	0.00	0.00	975.80	975.80	-975.80	0.00%
10-007-58601	VEHICLES	98,268.00	0.00	0.00	0.00	98,268.00	100.00%
10-008-58609	FACILITIES: PARKS	75,000.00	0.00	0.00	0.00	75,000.00	100.00%
75 - CAPITAL OUTLAY Totals:		175,768.00	0.00	12,763.80	12,763.80	163,004.20	92.74%
10 - GENERAL FUND Totals:		5,124,648.00	0.00	1,368,898.18	1,368,898.18	3,755,749.82	73.29%
Expense Totals:		5,124,648.00	0.00	1,368,898.18	1,368,898.18	3,755,749.82	73.29%
10 - GENERAL FUND Totals:		-16,861.00	0.00	-513,888.73	-513,888.73	497,027.73	

20 - WATER FUND

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Revenue							
Fund: 20 - WATER FUND							
Group: 15 - ADMINISTRATIVE FEES							
20-020-45005	INTEREST REVENUE	-10,000.00	0.00	-34,051.23	-34,051.23	24,051.23	240.51%
20-020-46005	INTEREST - OPERATING FUND	0.00	0.00	7,616.96	7,616.96	-7,616.96	0.00%
15 - ADMINISTRATIVE FEES Totals:		-10,000.00	0.00	-26,434.27	-26,434.27	16,434.27	164.34%
Group: 35 - OTHER REVENUE							
20-020-45032	REIMBURSEMENT FOR REPAIRS	0.00	0.00	-1,729.20	-1,729.20	1,729.20	0.00%
20-020-45041	REFUNDS/ BANK CREDITS	0.00	0.00	-107.52	-107.52	107.52	0.00%
20-020-45042	MISCELLANEOUS REVENUE	-1,200.00	0.00	-1,295.12	-1,295.12	95.12	7.93%
35 - OTHER REVENUE Totals:		-1,200.00	0.00	-3,131.84	-3,131.84	1,931.84	160.99%
Group: 40 - TRANSFERS							
20-020-48756	2019 COOS - TWDB - FT WORTH WT	-264,782.00	0.00	0.00	0.00	-264,782.00	-100.00%
40 - TRANSFERS Totals:		-264,782.00	0.00	0.00	0.00	-264,782.00	-100.00%
Group: 45 - UTILITY REVENUE							
20-020-45000	USER CHARGES	-2,500,000.00	0.00	-685,726.06	-685,726.06	-1,814,273.94	-72.57%
20-020-45001	PENALTIES	-30,000.00	0.00	-8,390.59	-8,390.59	-21,609.41	-72.03%
20-020-45002	NEW ACCOUNT FEES	-13,000.00	0.00	-4,570.00	-4,570.00	-8,430.00	-64.85%
20-020-45003	TAP FEES	-3,000.00	0.00	-500.00	-500.00	-2,500.00	-83.33%
20-020-45004	IMPACT FEES	-250,000.00	0.00	0.00	0.00	-250,000.00	-100.00%
20-020-45007	METER FEE	-25,000.00	0.00	-3,487.14	-3,487.14	-21,512.86	-86.05%
20-020-45008	METER BOX FEE	-4,500.00	0.00	-2,500.00	-2,500.00	-2,000.00	-44.44%
20-020-45030	RECONNECT FEES	-10,000.00	0.00	-1,330.00	-1,330.00	-8,670.00	-86.70%
20-020-45031	NSF FEES	-600.00	0.00	-360.00	-360.00	-240.00	-40.00%
45 - UTILITY REVENUE Totals:		-2,836,100.00	0.00	-706,863.79	-706,863.79	-2,129,236.21	-75.08%
20 - WATER FUND Totals:		-3,112,082.00	0.00	-736,429.90	-736,429.90	-2,375,652.10	-76.34%
Revenue Totals:		-3,112,082.00	0.00	-736,429.90	-736,429.90	-2,375,652.10	-76.34%
Expense							
Fund: 20 - WATER FUND							
Group: 50 - PERSONNEL							
20-020-58100	SALARIES	630,000.00	0.00	173,455.30	173,455.30	456,544.70	72.47%
20-020-58101	PAYROLL EXPENSE	9,372.00	0.00	2,554.18	2,554.18	6,817.82	72.75%
20-020-58102	WORKERS COMPENSATION	15,012.00	0.00	19,700.02	19,700.02	-4,688.02	-31.23%
20-020-58103	HEALTH INSURANCE	116,913.00	0.00	21,139.01	21,139.01	95,773.99	81.92%
20-020-58104	RETIREMENT	46,667.00	0.00	12,693.87	12,693.87	33,973.13	72.80%
20-020-58105	UNEMPLOYMENT INSURANCE	352.00	0.00	1.56	1.56	350.44	99.56%
20-020-58107	CELL PHONE STIPEND	4,471.00	0.00	872.34	872.34	3,598.66	80.49%
20-020-58109	CERTIFICATE PAY	2,360.00	0.00	775.32	775.32	1,584.68	67.15%
20-020-58110	OVERTIME	17,406.00	0.00	4,561.36	4,561.36	12,844.64	73.79%
20-020-58125	DENTAL INSURANCE	21,925.00	0.00	1,239.06	1,239.06	20,685.94	94.35%
20-020-58126	LIFE INSURANCE	1,928.00	0.00	399.36	399.36	1,528.64	79.29%

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
50 - PERSONNEL Totals:		866,406.00	0.00	237,391.38	237,391.38	629,014.62	72.60%
Group: 55 - SUPPLIES							
20-020-58200	POSTAGE & SHIPPING	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
20-020-58201	OFFICE SUPPLIES	5,000.00	0.00	415.08	415.08	4,584.92	91.70%
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	0.00	0.00	2,000.00	100.00%
20-020-58205	MINOR EQUIPMENT: OFFICE	3,000.00	0.00	1,307.17	1,307.17	1,692.83	56.43%
20-020-58207	MV REPAIR & MAINTENANCE	10,400.00	0.00	2,779.63	2,779.63	7,620.37	73.27%
20-020-58208	UNIFORMS & SUPPLIES	6,000.00	0.00	3,196.89	3,196.89	2,803.11	46.72%
20-020-58214	FINANCE CHARGES	1,800.00	0.00	15,725.40	15,725.40	-13,925.40	-773.63%
20-020-58222	MINOR TOOLS	0.00	0.00	428.18	428.18	-428.18	0.00%
20-020-58223	EQUIPMENT	3,000.00	0.00	2,713.75	2,713.75	286.25	9.54%
20-020-58224	MISC. TOOLS/SUPPLIES	4,000.00	0.00	2,264.73	2,264.73	1,735.27	43.38%
20-020-58230	CHEMICALS	35,000.00	0.00	3,854.82	3,854.82	31,145.18	88.99%
20-020-58231	WATER METERS	0.00	0.00	11,362.92	11,362.92	-11,362.92	0.00%
20-020-58232	FIRE HYDRANTS	10,000.00	0.00	7,090.00	7,090.00	2,910.00	29.10%
20-020-58253	SAFETY EQUIPMENT & SUPPLIES	2,874.00	0.00	7,839.92	7,839.92	-4,965.92	-172.79%
20-020-58260	BUILDING & FACILITIES REPAIRS	3,984.00	0.00	565.68	565.68	3,418.32	85.80%
20-020-58265	FACILITIES MAINT SUPPLIES	500.00	0.00	42.91	42.91	457.09	91.42%
20-020-58266	MINOR EQUIPMENT: FIELD	2,850.00	0.00	71.06	71.06	2,778.94	97.51%
20-020-58268	SUBSCRIPTIONS & PUBLICATIONS	750.00	0.00	1,006.56	1,006.56	-256.56	-34.21%
20-020-58270	MV FUEL	40,000.00	0.00	15,980.38	15,980.38	24,019.62	60.05%
20-020-58281	WATER DISTRIBUTION SUPPLIES	135,000.00	0.00	10,509.11	10,509.11	124,490.89	92.22%
20-020-58282	WATER PRODUCTION SUPPLIES	50,000.00	0.00	778.76	778.76	49,221.24	98.44%
55 - SUPPLIES Totals:		331,458.00	0.00	87,932.95	87,932.95	243,525.05	73.47%
Group: 60 - UTILITIES							
20-020-58300	ELECTRICITY	100,000.00	0.00	27,160.81	27,160.81	72,839.19	72.84%
20-020-58301	NATURAL GAS	0.00	0.00	38.97	38.97	-38.97	0.00%
20-020-58304	MOBILE TELEPHONE	5,700.00	0.00	1,161.82	1,161.82	4,538.18	79.62%
20-020-58305	COMMUNICATION SERVICES	6,132.00	0.00	114.78	114.78	6,017.22	98.13%
60 - UTILITIES Totals:		111,832.00	0.00	28,476.38	28,476.38	83,355.62	74.54%
Group: 65 - CONTRACTUAL SERVICES							
20-020-58400	TRAVEL & TRAINING	5,000.00	0.00	2,297.28	2,297.28	2,702.72	54.05%
20-020-58401	CONSULTANTS & PROFESSIONALS	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
20-020-58402	ADVERTISING & LEGAL NOTICES	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
20-020-58404	PROPERTY & LIABILITY	5,500.00	0.00	7,308.49	7,308.49	-1,808.49	-32.88%
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	5,566.40	5,566.40	-66.40	-1.21%
20-020-58410	LAB TESTING	20,000.00	0.00	2,162.92	2,162.92	17,837.08	89.19%
20-020-58411	PROPERTY DAMAGE	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
20-020-58412	OTHER RENTAL	0.00	0.00	50.00	50.00	-50.00	0.00%
20-020-58416	LEGAL/CITY ATTORNEY	0.00	0.00	23,072.97	23,072.97	-23,072.97	0.00%
20-020-58417	ACCOUNTING & AUDITOR	13,500.00	0.00	6,558.33	6,558.33	6,941.67	51.42%

Detail vs Budget Report

Date Range: 10/01/2022 Item 7. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
20-020-58418	CONTRACTUAL SERVICES	0.00	0.00	17,687.44	17,687.44	-17,687.44	0.00%
20-020-58424	ENGINEERING/CITY ENGINEER	36,000.00	0.00	0.00	0.00	36,000.00	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	3,000.00	0.00	6,828.63	6,828.63	-3,828.63	-127.62%
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	962.28	962.28	2,889.72	75.02%
20-020-58442	WATER MAIN MAINTENANCE	0.00	0.00	14,414.00	14,414.00	-14,414.00	0.00%
20-020-58443	WELL SITE MAINTENANCE	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
20-020-58444	EQUIPMENT MAINTENANCE	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
20-020-58447	WATER TANK MAINTENANCE	35,000.00	0.00	0.00	0.00	35,000.00	100.00%
20-020-58448	BUILDING MAINT - WELL SITES	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
20-020-58451	EQUIPMENT RENTAL	8,000.00	0.00	1,474.34	1,474.34	6,525.66	81.57%
20-020-58452	VEHICLE LEASE	52,000.00	0.00	0.00	0.00	52,000.00	100.00%
20-020-58469	WATER DISTRIBUTION CONTRACTUAL	45,000.00	0.00	0.00	0.00	45,000.00	100.00%
20-020-58470	WATER PRODUCTION CONTRACTUAL	150,000.00	0.00	870.00	870.00	149,130.00	99.42%
65 - CONTRACTUAL SERVICES Totals:		459,157.00	0.00	89,253.08	89,253.08	369,903.92	80.56%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
20-020-58716	PAYING AGENT FEES	0.00	0.00	800.00	800.00	-800.00	0.00%
20-020-58735	2010 REFUNDING	76,500.00	0.00	0.00	0.00	76,500.00	100.00%
20-020-58736	2012 REFUNDING	107,650.00	0.00	0.00	0.00	107,650.00	100.00%
20-020-58741	TRANSFER TO GENERAL FUND	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
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	40,534.00	0.00	0.00	0.00	40,534.00	100.00%
20-020-58748	2016 TWDB COB	53,689.00	0.00	0.00	0.00	53,689.00	100.00%
20-020-58749	PP FINANCE CONTRACT 6804	18,419.00	0.00	0.00	0.00	18,419.00	100.00%
20-020-58755	2015 COB	45,675.00	0.00	0.00	0.00	45,675.00	100.00%
20-020-58764	TRANSFER TO WASTEWATER FUND	400,000.00	0.00	0.00	0.00	400,000.00	100.00%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		1,072,445.00	0.00	800.00	800.00	1,071,645.00	99.93%
Group: 75 - CAPITAL OUTLAY							
20-020-58601	VEHICLES	0.00	0.00	531.98	531.98	-531.98	0.00%
20-020-58602	TECHNOLOGY PROJECTS	12,500.00	0.00	5,000.00	5,000.00	7,500.00	60.00%
20-020-58604	EQUIPMENT: HEAVY	100,000.00	0.00	6,960.23	6,960.23	93,039.77	93.04%
20-020-58611	WATER PURCHASES (EMER WATER)	0.00	0.00	51,144.17	51,144.17	-51,144.17	0.00%
75 - CAPITAL OUTLAY Totals:		112,500.00	0.00	63,636.38	63,636.38	48,863.62	43.43%
20 - WATER FUND Totals:		2,953,798.00	0.00	507,490.17	507,490.17	2,446,307.83	82.82%
Expense Totals:		2,953,798.00	0.00	507,490.17	507,490.17	2,446,307.83	82.82%
20 - WATER FUND Totals:		-158,284.00	0.00	-228,939.73	-228,939.73	70,655.73	

30 - WASTEWATER FUND

Revenue

Fund: 30 - WASTEWATER FUND

Group: 15 - ADMINISTRATIVE FEES

Detail vs Budget Report

Date Range: 10/01/2022 Item 7. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
30-030-45005	INTEREST REVENUE	-15,468.00	0.00	-3,313.67	-3,313.67	-12,154.33	-78.58%
15 - ADMINISTRATIVE FEES Totals:		-15,468.00	0.00	-3,313.67	-3,313.67	-12,154.33	-78.58%
Group: 35 - OTHER REVENUE							
30-030-45041	REFUNDS/BANK CREDITS	-3,261.00	0.00	0.00	0.00	-3,261.00	-100.00%
30-030-45049	GRANT REVENUE	0.00	0.00	-27,119.42	-27,119.42	27,119.42	0.00%
35 - OTHER REVENUE Totals:		-3,261.00	0.00	-27,119.42	-27,119.42	23,858.42	731.63%
Group: 40 - TRANSFERS							
30-030-46094	TRANSFER FROM WATER	-400,000.00	0.00	0.00	0.00	-400,000.00	-100.00%
40 - TRANSFERS Totals:		-400,000.00	0.00	0.00	0.00	-400,000.00	-100.00%
Group: 45 - UTILITY REVENUE							
30-030-45000	USER CHARGES	-620,000.00	0.00	-185,578.96	-185,578.96	-434,421.04	-70.07%
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	0.00	0.00	-125,000.00	-100.00%
45 - UTILITY REVENUE Totals:		-745,667.00	0.00	-185,578.96	-185,578.96	-560,088.04	-75.11%
30 - WASTEWATER FUND Totals:		-1,164,396.00	0.00	-216,012.05	-216,012.05	-948,383.95	-81.45%
Revenue Totals:		-1,164,396.00	0.00	-216,012.05	-216,012.05	-948,383.95	-81.45%
Expense							
Fund: 30 - WASTEWATER FUND							
Group: 50 - PERSONNEL							
30-030-58100	SALARIES	90,000.00	0.00	22,158.88	22,158.88	67,841.12	75.38%
30-030-58101	PAYROLL EXPENSE	561.00	0.00	339.08	339.08	221.92	39.56%
30-030-58102	WORKERS COMPENSATION	1,072.00	0.00	4,377.76	4,377.76	-3,305.76	-308.37%
30-030-58103	HEALTH INSURANCE	8,076.00	0.00	3,695.70	3,695.70	4,380.30	54.24%
30-030-58104	RETIREMENT	2,791.00	0.00	1,681.65	1,681.65	1,109.35	39.75%
30-030-58105	UNEMPLOYMENT INSURANCE	25.00	0.00	0.00	0.00	25.00	100.00%
30-030-58107	CELL PHONE STIPEND	561.00	0.00	249.24	249.24	311.76	55.57%
30-030-58109	CERTIFICATE PAY	1,118.00	0.00	387.66	387.66	730.34	65.33%
30-030-58110	OVERTIME	2,215.00	0.00	1,112.11	1,112.11	1,102.89	49.79%
30-030-58125	DENTAL INSURANCE	514.00	0.00	237.68	237.68	276.32	53.76%
30-030-58126	LIFE INSURANCE	121.00	0.00	79.77	79.77	41.23	34.07%
50 - PERSONNEL Totals:		107,054.00	0.00	34,319.53	34,319.53	72,734.47	67.94%
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	85.72	85.72	1,114.28	92.86%
30-030-58203	BASIC OPERATING SUPPLIES	1,200.00	0.00	0.00	0.00	1,200.00	100.00%
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	0.00	0.00	2,400.00	100.00%
30-030-58208	UNIFORMS & SUPPLIES	2,000.00	0.00	77.72	77.72	1,922.28	96.11%
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	3,554.27	3,554.27	-654.27	-22.56%

Detail vs Budget Report

Date Range: 10/01/2022 Item 7. 12

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
30-030-58224	MISC. TOOLS/SUPPLIES	1,000.00	0.00	400.76	400.76	599.24	59.92%
30-030-58230	CHEMICALS	75,000.00	0.00	7,945.34	7,945.34	67,054.66	89.41%
30-030-58240	BELT PRESS SUPPLIES	0.00	0.00	6,962.65	6,962.65	-6,962.65	0.00%
30-030-58253	SAFETY EQUIPMENT & SUPPLIES	2,775.00	0.00	69.33	69.33	2,705.67	97.50%
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	677.17	677.17	-677.17	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	0.00	0.00	35,000.00	100.00%
30-030-58280	WASTEWATER TREATMENT	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
55 - SUPPLIES Totals:		150,975.00	0.00	19,772.96	19,772.96	131,202.04	86.90%
Group: 60 - UTILITIES							
30-030-58300	ELECTRICITY	65,000.00	0.00	26,577.01	26,577.01	38,422.99	59.11%
30-030-58305	COMMUNICATION SERVICES	0.00	0.00	110.90	110.90	-110.90	0.00%
60 - UTILITIES Totals:		65,000.00	0.00	26,687.91	26,687.91	38,312.09	58.94%
Group: 65 - CONTRACTUAL SERVICES							
30-030-58400	TRAVEL & TRAINING	3,500.00	0.00	136.00	136.00	3,364.00	96.11%
30-030-58404	PROPERTY & LIABILITY	5,500.00	0.00	7,152.67	7,152.67	-1,652.67	-30.05%
30-030-58405	REPAIR & MAINTENANCE	7,650.00	0.00	0.00	0.00	7,650.00	100.00%
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	3,797.94	3,797.94	-297.94	-8.51%
30-030-58410	LAB TESTING	21,000.00	0.00	4,851.00	4,851.00	16,149.00	76.90%
30-030-58417	ACCOUNTING & AUDITOR	10,000.00	0.00	6,558.33	6,558.33	3,441.67	34.42%
30-030-58418	CONTRACTUAL SERVICES	12,000.00	0.00	14,574.00	14,574.00	-2,574.00	-21.45%
30-030-58424	ENGINEERING/CITY ENGINEER	12,000.00	0.00	1,497.54	1,497.54	10,502.46	87.52%
30-030-58425	SLUDGE HAULING	90,000.00	0.00	12,823.08	12,823.08	77,176.92	85.75%
30-030-58438	IT CONTRACT	3,852.00	0.00	962.28	962.28	2,889.72	75.02%
30-030-58445	LIFT STATION EQUIPMENT MAINTENANCE	30,000.00	0.00	0.00	0.00	30,000.00	100.00%
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%
65 - CONTRACTUAL SERVICES Totals:		203,002.00	0.00	52,352.84	52,352.84	150,649.16	74.21%
Group: 70 - TRANSFERS & RESTRICTED FUNDS							
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	600,000.00	0.00	0.00	0.00	600,000.00	100.00%
70 - TRANSFERS & RESTRICTED FUNDS Totals:		637,220.00	0.00	0.00	0.00	637,220.00	100.00%
30 - WASTEWATER FUND Totals:		1,163,251.00	0.00	133,133.24	133,133.24	1,030,117.76	88.56%
Expense Totals:		1,163,251.00	0.00	133,133.24	133,133.24	1,030,117.76	88.56%
30 - WASTEWATER FUND Totals:		-1,145.00	0.00	-82,878.81	-82,878.81	81,733.81	
Report Total:		-176,290.00	0.00	-825,707.27	-825,707.27	649,417.27	

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
10 - GENERAL FUND	-16,861.00	0.00	-513,888.73	-513,888.73	497,027.73	
20 - WATER FUND	-158,284.00	0.00	-228,939.73	-228,939.73	70,655.73	
30 - WASTEWATER FUND	-1,145.00	0.00	-82,878.81	-82,878.81	81,733.81	
Report Total:	-176,290.00	0.00	-825,707.27	-825,707.27	649,417.27	



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Police	Presented By: Asst. Chief Daniel Franklin
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AGENDA ITEM:
2022 Racial Profiling Report

The Texas Code of Criminal Procedure requires that the Chief Administrator of the law enforcement agency submit an annual report to the Texas Commission on Law Enforcement (TCOLE) and to the Governing body of the municipality.

STAFF/BOARD/COMMISSION RECOMMENDATION:

No action is required

EXHIBITS: Racial Profiling Report

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ 0.00
	Source of Funding	\$ 0.00



The City of Willow Park Police Department

Carrie Ellis
Chief of Police

January 11, 2023

Honorable Mayor Doyle Moss
Members of the Willow Park City Council
516 Ranch House Road
Willow Park, Texas 76087

Honorable Mayor and Members of Council,

Each year, prior to March 1, the Chief Administrator of a law enforcement agency is required to submit a written report to the governing body and the Texas Commission on Law Enforcement. The following document is a compilation and analysis of data regarding motor vehicle stops as required by the Texas Code of Criminal Procedure. The data in this report has been reviewed and analyzed, and the Willow Park Police Department is in compliance with all applicable State requirements.

This report meets all requirements as outlined in the Texas Code of Criminal Procedure. The Willow Park Police Department's annual Racial Profiling Report has also been submitted to and accepted by the Texas Commission on Law Enforcement.

In addition, the law enforcement agency is required to have a written policy that prohibits racial profiling. The Willow Park Police Department policy is also included and meets the requirements of the State of Texas and the Texas Police Chiefs Association Best Practices.

Should you have any questions or require clarification on any of the information presented in this report, please do not hesitate to contact me at 817-441-9747.

Respectfully,

A handwritten signature in blue ink that reads "C. Ellis".

Carrie L. Ellis
Chief of Police



Willow Park Police Department Racial Profiling Report

2022

January 11, 2023

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Racial Profiling Report | Full **Error! Bookmark not defined.**

Article 2.131-2.132

- Prohibits racial profiling by police officers
- Requires implementation of a process by which complaints may be made for racial profiling
- Requires collection of data related to motor vehicle stops resulting in citations and/or arrests:
 - Race of the individual
 - Whether a search was conducted
 - Whether the search was consensual
 - Whether the officer knew the race of the individual being stopped prior to the stop
 - Whether the peace officer used physical force that resulted in bodily injury
- Requires the Chief of Police to submit an annual report to the Texas Commission on Law Enforcement (TCOLE) and the Willow Park City Council

Art. 2.131. Racial Profiling Prohibited.

A peace officer may not engage in racial profiling.

Added by Acts 2001, 77th Leg., Ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL PROFILING.

(a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make motor vehicle stops in the routine performance of the officers' official duties.

(2) "Motor vehicle stop" means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.

(3) "Race or ethnicity" means of a particular descent, including Alaska native or American Indian, Asian or Pacific Islander, black, white, and Hispanic or Latino.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency's compliment and complaint process, including providing the telephone number, mailing address, and e-mail address to make a compliment or complaint with respect to each ticket, citation, or warning issued by a peace officer;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made as a result of those stops, including information relating to:

(A) the race or ethnicity of the individual detained;

- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
- (D) whether the peace officer used physical force that resulted in bodily injury, as that term is defined by section 1.07 Penal Code, during the stop;
- (E) the location of the stop; and
- (F) the reason for the stop; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

- (A) the Texas Commission on Law Enforcement; and
- (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

(c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle stops. The agency shall also examine the feasibility of equipping each peace officer who regularly detains or stops motor vehicles with a body worn camera, as that term is defined by section 1701.651, Occupation Code. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

(g) On a finding by the Texas Commission on Law Enforcement that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b)(7), the commission shall begin disciplinary procedures against the chief administrator.

(H) a law enforcement agency shall review the data collected under Subsection (b) (6) to identify any improvements the agency could make in its practices and policies regarding motor vehicle stops.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.
Amended by: Acts 2009, 81st Leg., R.S., Ch. 1172, (H.B. 3389) , Sec. 25, eff. September 1, 2009.
Acts 2013, 83rd Leg., R.S., Ch. 93 (S.B. 686), Sec. 2.05, eff. May 18, 2013
Acts 2017, 85th Leg., R.S., Ch. 173 (H.B. 3051), Sec. 1, eff, September 1, 2017
Acts 2017, 85th Leg., R.S., Ch. 950 (S.B. 1849), Sec. 5.01, eff, September 1, 2017

Article 2.133-2.136

- Requires law enforcement agencies to submit a yearly report of the information collected to the governing body of the municipality
- Reports required for motor vehicle stops
- Compilation of data
- Analysis of data is required

Art. 2.133. Reports Required for Motor Vehicle Stops

- (a) In this article, "race or ethnicity" has the meaning assigned by Article 2.132(a).
- (b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance shall report to the law enforcement agency that employs the officer information relating to the stop, including:
- (1) a physical description of any person operating the motor vehicle who is detained as a result of the stop, including:
 - (A) the person's gender; and
 - (B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;
 - (2) the initial reason for the stop;
 - (3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;
 - (4) whether any contraband or other evidence was discovered in the course of the search and a description of the contraband or evidence;
 - (5) the reason for the search, including whether:
 - (A) any contraband or other evidence was in plain view;
 - (B) any probable cause or reasonable suspicion existed to perform the search; or
 - (C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle;
 - (6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;
 - (7) the street address or approximate location of the stop; and
 - (8) whether the officer issued a verbal or written warning or a ticket or a citation as a result of the stop; and
 - (9) whether the officer used physical force that resulted in bodily injury, as that term is defined by section 1.07 Penal Code, during the stop;

(c) The chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is responsible for auditing reports under Subsection (b) to ensure that the race or ethnicity of the person operating the motor vehicle is being reported.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by: Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 26, eff. September 1, 2009.

Acts 2017, 85st Leg., R.S., Ch. 950, (S.B. 1849) , Sec. 5.05, eff. September 1, 2017

Art. 2.134. Compilation and Analysis of Information Collected.

(a) In this article:

(1) "Motor vehicle stop" has the meaning assigned by Article 2.132(a).

(2) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each law enforcement agency shall submit a report containing the incident-based data compiled during the previous calendar year to the Texas Commission on Law Enforcement and, if the law enforcement agency is a local law enforcement agency, to the governing body of each county or municipality served by the agency.

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities; and

(B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and

(C) evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered in the course of those searches; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Texas Commission on Law Enforcement, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(g) On a finding by the Texas Commission on Law Enforcement that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b), the commission shall begin disciplinary procedures against the chief administrator.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by:


Acts 2009, 81st Leg., R.S., Ch. 1172 (H.B. 3389), Sec. 27, eff. September 1, 2009.

Acts 2013, 83rd Leg., R.S., Ch. 93 (S.B. 686), Sec. 2.06, eff. May 18, 2013.

Acts 2017, 85th Leg., R.S., Ch. 950 (S.B. 1849) , Sec. 5.03, eff. September 1, 2017

General Orders 5300 Bias Based Policing

- Policy effective January 2020
- Establishes policy
- States purpose
- Prohibits discriminatory practices
- Establishes complaint process
- Establishes disciplinary actions
- Establishes guidelines for data collection

WILLOW PARK POLICE DEPARTMENT		GENERAL ORDERS	
SUBJECT: RACIAL PROFILING		NUMBER: 5300	
EFFECTIVE DATE: 06/04/2020		REVIEW DATE: 06/04/2023	
AMENDS/SUPERSEDES: This policy supersedes all previous policies.		APPROVED:  Chief of Police	
BEST PRACTICE STANDARDS: 2.01			

NOTE: This General Order is for internal use only and does not enhance an officer’s civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this General Order, if proven, can only form the basis of a complaint by this Department and only in a non-judicial, administrative setting.

INDEX WORDS:

- | | |
|---------------------------|------------------|
| Audio and Video Recording | Racial Profiling |
| Collection of Information | Reporting |
| Complaint | Review |
| Ethnicity | Training |
| Race | |

I. PURPOSE

A. The purpose of this order is to reaffirm the City of Willow Park Police Department’s commitment to unbiased policing in all its encounters with any person; to reinforce procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion; and to protect our officers from unwarranted accusations of misconduct when they act within the dictates of departmental policy and the law.

II. POLICY

- A. It is the policy of this department to police in a proactive manner and to aggressively investigate suspected violations of the law. Officers shall actively enforce local, state and federal laws in a responsible and professional manner without regard to race, ethnicity, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group. Officers are strictly prohibited from engaging in racial profiling as defined in this policy. Racial profiling is an unacceptable police tactic and will not be condoned.
- B. This General Order is adopted in compliance with the requirements of Articles 2.131 through 2.136, Texas Code of Criminal Procedure, which prohibits Texas peace officers from engaging in racial profiling.

III. DEFINITIONS

- A. Racial Profiling - a law enforcement-initiated action based on an individual's race, ethnicity, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity. Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants, persons needing assistance, or other citizen contacts.
- B. Race or Ethnicity - persons of a particular descent, including Alaska native or American Indian, Asian or Pacific Islander, Black, White, and Hispanic or Latino.
- C. Acts Constituting Racial Profiling - acts initiating law enforcement action, such as a traffic stop, a detention, a search, issuance of a citation, or an arrest based solely upon an individual's race, ethnicity, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group rather than upon the individual's behavior, information identifying the individual as having possibly engaged in criminal activity, or other lawful reasons for the law enforcement action.
- D. Motor Vehicle Stop – means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.

IV. PROHIBITION

- A. Officers of the Willow Park Police Department are strictly prohibited from engaging in racial profiling. The prohibition against racial profiling does not preclude the use of race, ethnicity or national origin as factors in a detention decision by an officer. Race, ethnicity or national origin may be legitimate factors in such a decision when used as part of a description of a suspect or witness for whom an officer is searching.

V. COMPLAINT PROCESS

- A. No person shall be discouraged, intimidated or coerced from filing a complaint, or be discriminated against because they have filed a complaint.
- B. Any person who believes that a peace officer employed by the Willow Park Police Department has engaged in racial profiling with respect to that person, may file a complaint in accordance with the provisions of General Order 300, Discipline/Complaints against Police Personnel.
 - 1. An employee who is contacted regarding a complaint against an officer shall follow the procedures set forth in General Order 300, Section X. Investigation of Externally Originated Complaints.
 - 2. Citizens who appear in person wishing to file a complaint shall be provided with a departmental brochure, "How to File a Complaint." Brochures are maintained in the

Willow Park Police Department lobby, and at Willow Park City Hall. Citizens may be directed to the Departmental website to file a complaint.

- C. Any supervisor who becomes aware of an alleged or suspected violation of this General Order shall report the alleged violation in accordance with General Order 300, Discipline, Section XI. Investigation of Internally Originated Complaints.
- D. Complaints of racial profiling shall be classified as a Level I complaint and shall be investigated by the Office of the Chief of Police, unless otherwise directed by the Chief of Police. A log of all Racial Profiling Complaints will be maintained by the Office of the Chief of Police.

VI. DISCIPLINARY AND CORRECTIVE ACTIONS

- A. Any officer of this Department who is found, after investigation, to have engaged in racial profiling in violation of this General Order may be subject to disciplinary action, up to and including termination. Disciplinary or corrective actions may include diversity, sensitivity or other appropriate training or counseling, as determined by the Chief of Police.

VII. PUBLIC EDUCATION

- A. This Department shall provide education to the public concerning the racial profiling complaint process. The primary method of public education shall be through a brochure, "How to File a Complaint" which are maintained in the lobby of the Willow Park Police Department, and at the Willow Park City Hall. These brochures are available in both English and Spanish versions. Other education methods may be utilized to inform the public, including news media, civic presentations, the Internet, and/or public meetings.

VIII. COLLECTION OF INFORMATION AND ANNUAL REPORT WHEN CITATION ISSUED OR ARREST MADE

- A. For each motor vehicle stop in which a citation or warning is issued and for each arrest resulting from a motor vehicle stop, an officer involved in the stop shall collect the following information:
 - 1. Information identifying the gender of the individual detained
 - a. Female
 - b. Male
 - 2. Information identifying the race or ethnicity of the individual detained. The following codes will be used to identify the individual's race:
 - A = Asian
 - B = Black
 - H = Hispanic/Latino
 - I = Alaska Native/American Indian
 - W = White

(Note: Officers may not ask the individual to identify their race.)

3. Whether the peace officer knew the race or ethnicity of the individual detained detaining that individual; and
4. Reason for the stop
 - a. Violation of law
 - b. Preexisting knowledge
 - c. Moving traffic violation
 - d. Vehicle traffic violation
5. Street Address or approximate location of the stop
 - a. City Street
 - b. U.S. Highway
 - c. County Road
 - d. State Highway
 - e. Private Property or other
6. Was a search conducted?
7. Reason for the search
 - a. Consent
 - b. Contraband in plain view
 - c. Probable cause
 - d. Inventory
 - e. Incident to arrest
8. Was contraband discovered?
 - a. Yes
 - b. No
9. Description of contraband
 - a. Drugs
 - b. Currency
 - c. Weapons
 - d. Alcohol
 - e. Stolen Property
 - f. Other
10. Result of the stop
 - a. Verbal warning
 - b. Written warning
 - c. Citation
 - d. Written warning and arrest
 - e. Citation and arrest
 - f. Arrest
11. What was the arrest based on?

- a. Violation of Penal Code
 - b. Violation of Traffic Law
 - c. Violation of City Ordinance
 - d. Outstanding Warrant
12. Whether the peace officer used physical force that resulted in bodily injury, as that term is defined by Section 1.07, Penal Code, during the stop; and
- B. The information collected shall be entered in to the Racial Profiling module in the Cardinal ticket writing program by the officer in a timely manner. All stops requiring Racial Profiling data collection must be entered.
- C. The Captain shall ensure all Racial Profiling Data is collected and reported to the Chief of Police. The data collected shall be compiled in an annual report covering the period January 1 through December 31 of each year and shall be submitted to the governing body of the City of Willow Park no later than March 1 of the following year. The report will include:
- 1. A breakdown of citations by race or ethnicity;
 - 2. Number of citations that resulted in a search;
 - 3. Number of searches that were consensual;
 - 4. Number of citations that resulted in custodial arrest; and
 - 5. Public education efforts concerning the racial profiling complaint process.
- D. The annual report shall not include identifying information about any individual stopped or arrested and shall not include identifying information about any peace officer involved in a stop or arrest.
- E. Racial Profiling Data will also be reported to the Texas Commission on Law Enforcement (TCOLE) by March 1 of each year, following the Commission's prescribed format.

IX. AUDIO AND VIDEO EQUIPMENT

- A. Each motor vehicle regularly used by this department to make motor vehicle stops shall be equipped with a mobile video camera system capable of recording video and audio, and each motorcycle regularly used by this department to make motor vehicle stops shall be equipped with audio recording equipment.
- B. Each motor vehicle stop made by an officer of this department capable of being recorded by video and audio, or by audio only for motorcycles, shall be recorded.
- C. Supervisors and Officers shall ensure that mobile video camera equipment, and/or audio equipment, is properly functioning prior to commencing their tour of duty. Police units with malfunctioning or inoperable mobile video camera equipment shall not be utilized under normal circumstances.

- D. Supervisors shall have the authority to assign units with malfunctioning or inoperable mobile video equipment when situations dictate. Officers assigned to such units shall collect and document the information listed below for each motor vehicle stop. All documentation must be submitted to the officer's supervisor prior to ending that tour of duty. Documentation shall include but is not limited to Field Interview Forms, Traffic Citations and Warning Tickets.
1. A physical description of any person operating the motor vehicle, who is detained as a result of the stop, including:
 - a. the person's gender; and
 - b. the person's race or ethnicity, as stated by the person, or if the person does not state, the person's race or ethnicity, as determined by the officer to the best of his or her ability. Officers will not ask the individual to identify their race or ethnicity;
 2. Whether the officer knew the race or ethnicity of the individual detained before detaining that individual;
 3. The initial reason for the stop;
 4. Whether the officer conducted a search as a result of the stop, and, if so, whether or not the person detained consented to the search;
 5. Whether any contraband or other evidence was discovered in the course of the search and a description of the contraband or evidence;
 6. The reason for the search, including whether:
 - a. Any contraband or other evidence was in plain view;
 - b. Any probable cause or reasonable suspicion existed to perform the search; or
 - c. The search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle
 7. Whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of Penal Code, a violation of traffic law or ordinance or an outstanding warrant and a statement of the offense charged.
 8. The street address or approximate location of the stop;
 9. Whether the officer issued a citation or a written warning as a result of the stop; and
 10. Whether the person contacted is a resident or non-resident of the City of Willow Park. This shall be reflected on each citation issued, using an (R) for residents or an (NR) for non-resident.

X. REVIEW OF VIDEO AND AUDIO DOCUMENTATION

- A. Each audio and video recording shall be retained for a minimum period of one hundred-twenty (120) days, unless a complaint is filed alleging that an officer has engaged in racial profiling with respect to a motor vehicle stop. The Captain shall ensure that all audio and video recordings are properly stored and retained in accordance with applicable laws and this General Order.
- B. If a complaint is received alleging that an officer has engaged in racial profiling, the audio / video recording shall be forwarded to the Office of the Chief of Police who shall retain the video until final disposition of the complaint has been made.
- C. The Captain or his designee shall review a randomly selected sampling of at least three video and audio recordings, made recently by officers employed by the Department, in order to determine if patterns of racial profiling exist. These reviews shall be conducted monthly and documented on the appropriate form (WPPD-013).
 - 1. Written documentation shall include:
 - a. the names of the officers whose stops were reviewed;
 - b. the date(s) of the videos reviewed;
 - c. the date the actual review was conducted; and
 - d. the name of the person conducting the review.
 - 2. The Captain shall forward the required documentation to the Office of the Chief of Police.
 - 3. The Captain shall maintain a file of all video review documentation performed, in compliance with this General Order.
- D. In reviewing audio and video recordings, the Captain or his designee, shall seek to determine if the officer(s) reviewed have engaged in a pattern of racial profiling, that includes multiple acts constituting racial profiling for which there is no reasonable, credible explanation based on established police and law enforcement procedures.

XI. TRAINING

- A. Each peace officer employed by the department shall complete the comprehensive education and training program on racial profiling established by the Texas Commission on Law Enforcement (TCOLE) not later than the second anniversary of the date the officer was licensed, or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier. A person who on September 1, 2001, held a TCOLE intermediate proficiency certificate, or who had held a peace officer license issued by TCOLE for at least two years, shall complete a TCOLE training and education program on racial profiling not later than September 1, 2003.

The Chief of Police shall, in completing the training required by Section 96.641, Texas Education Code, complete the program on racial profiling established by the Bill Blackwood Law Enforcement Management Institute of Texas (LEMIT), not later than September 1, 2003. Item 8.

XII. EFFECTIVE DATE

- A. Any previous directive, rule, order or regulation that pertains to this subject matter and its amendments shall remain in full force and effect for any violation(s) which occur prior to the effective date of this General Order.
- B. If any section, sentence, clause or phrase of this General Order is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this General Order.
- C. All training on this General Order will be in accordance with General Order 100, Written Directive System, Chapter VIII, Training.
- D. The effective date is stated in the header block of this General Order.

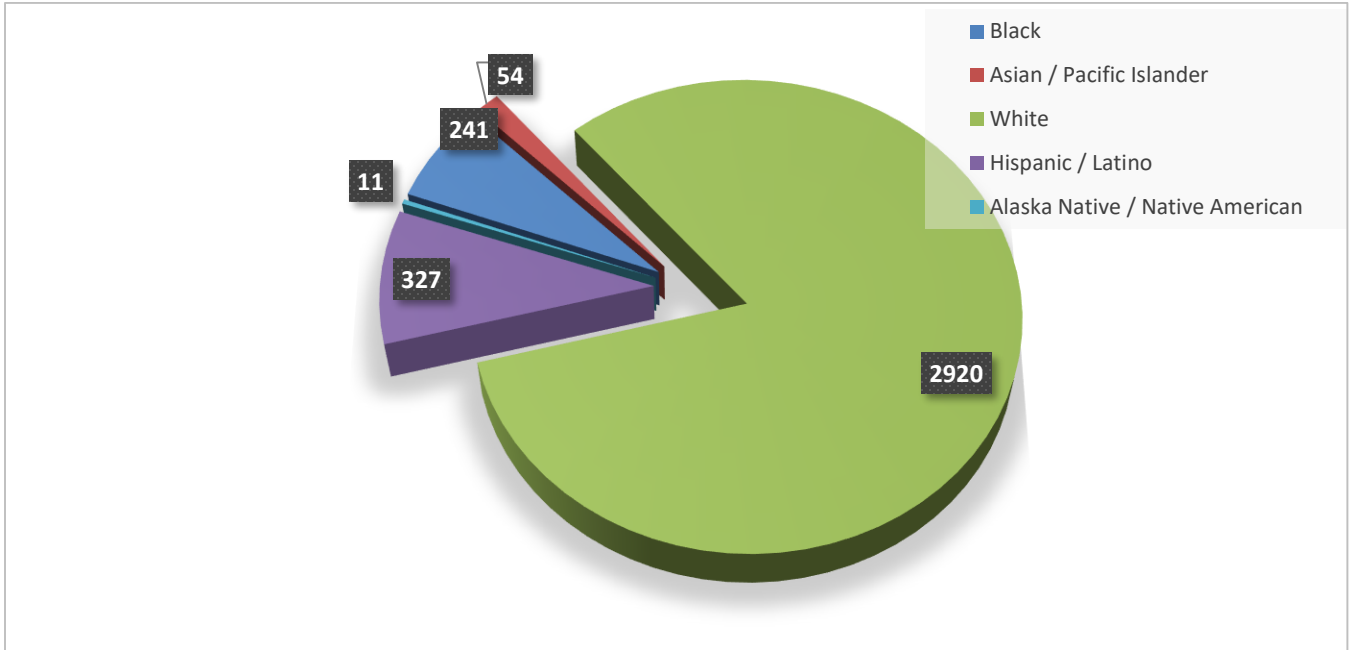
Total by Raw Number

Race	Traffic Related contacts Resulting in Search Arrest or Citation	Total Searches from Traffic Related Contacts	Consent Searches	Probable Cause Searches
Black	241	9	1	8
Asian / Pacific Islander	54	2	0	1
White	2920	40	1	21
Hispanic / Latino	327	16	2	8
Alaska Native / Native American	911	0	0	0
TOTAL	3553	67	4	38

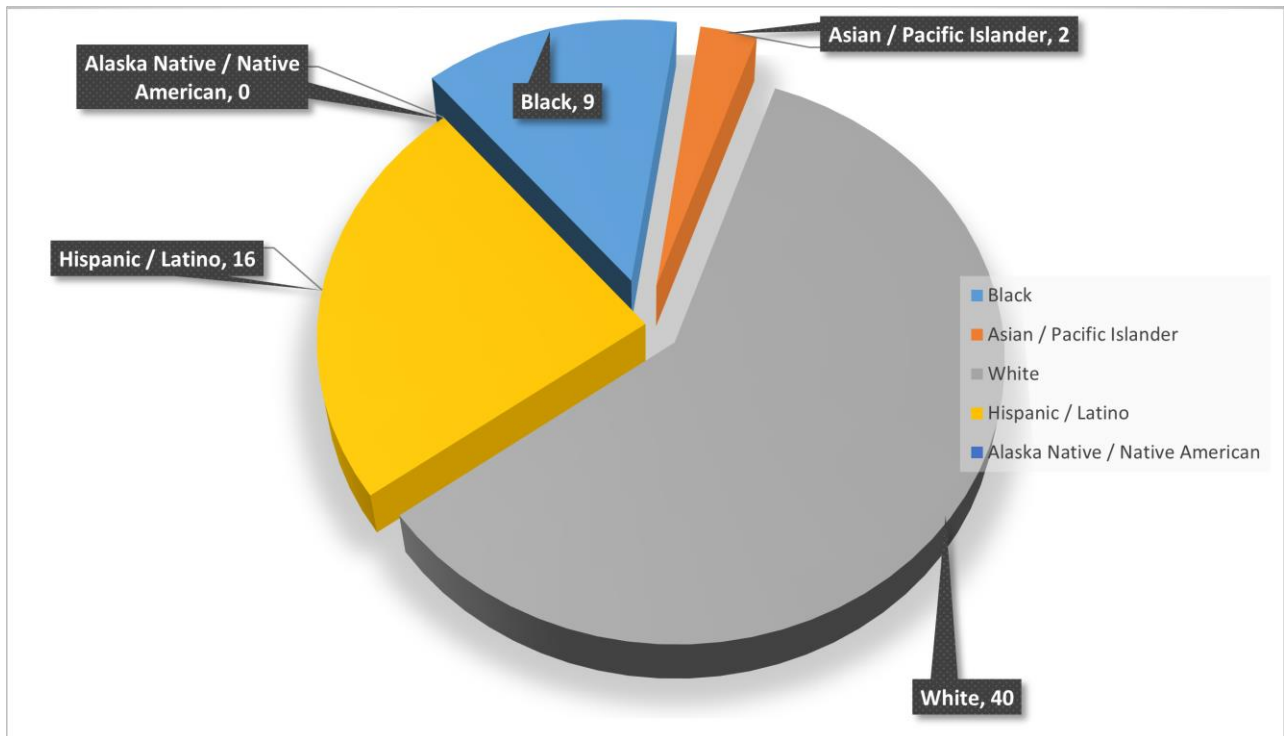
Total by Percentage

Race	Traffic Related contacts Resulting in Search Arrest or Citation	Total Searches from Traffic Related Contacts	Consent Searches	Probable Cause Searches
Black	6.78%	13.43%	25%	21.05%
Asian / Pacific Islander	1.52%	2.99%	0%	2.63%
White	82.18%	59.70%	25%	55.26%
Hispanic / Latino	9.20%	23.88%	50%	21.05%
Alaska Native / Native American	0.31%	0.00%	0%	0.00%
Total	100.00%	100.00%	100.00%	100.00%

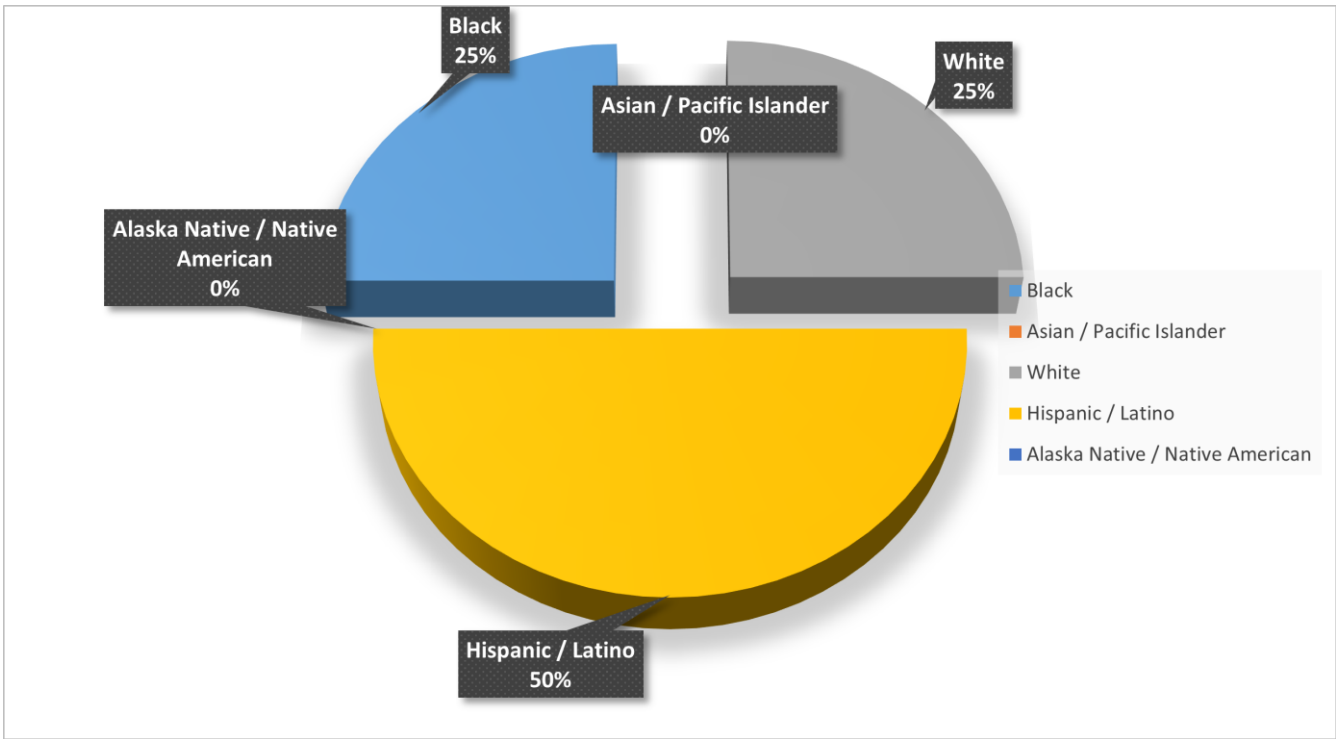
Traffic Related contacts Resulting in Search, Arrest, or Citation



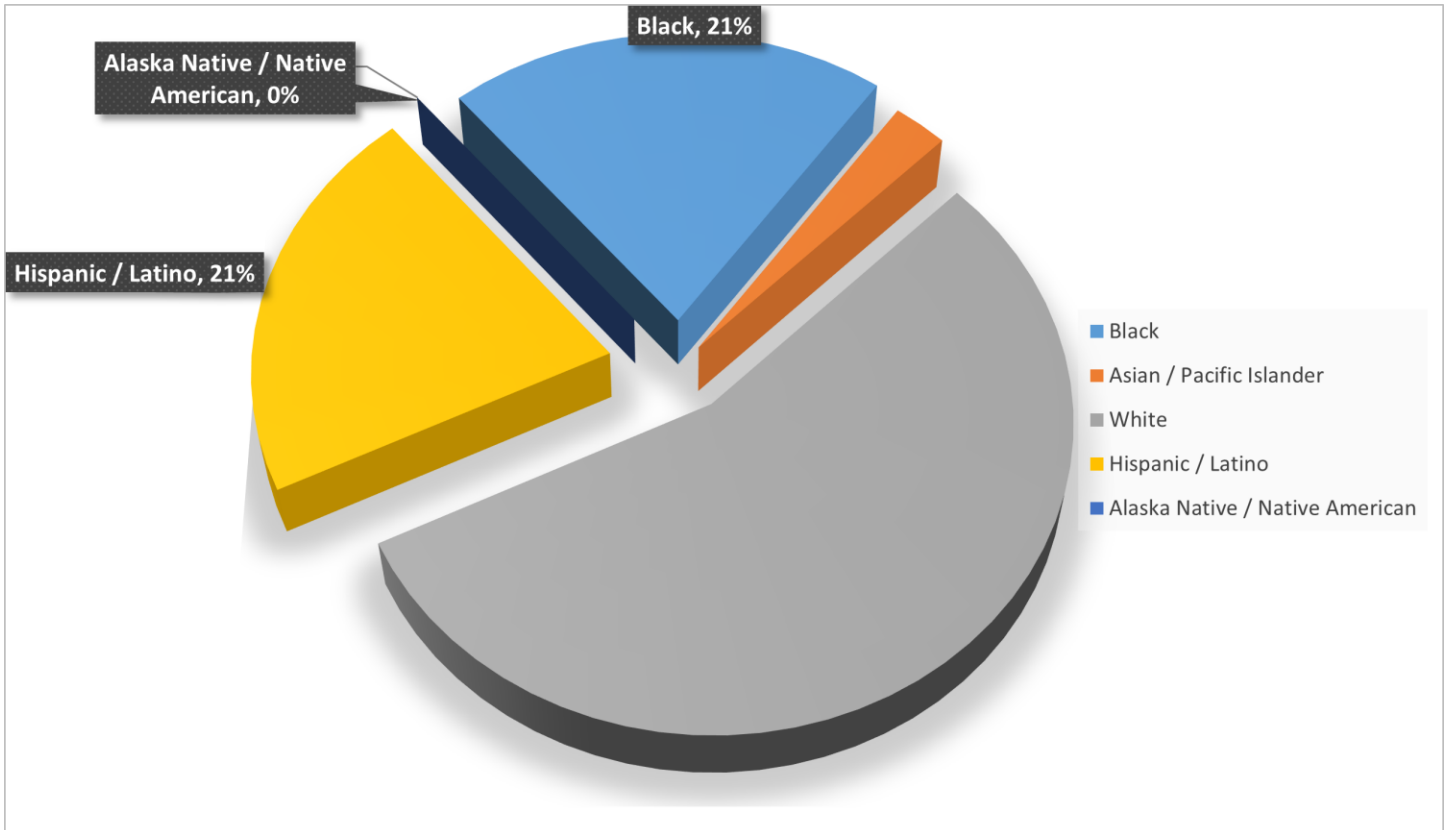
Total Searches from Traffic Related Contacts



Consent Searches



Probable Cause Searches



Complaints Made

There were no allegations of Racial Profiling in 2022.

Conclusion

The Willow Park Police Department is in compliance with Texas Code of Criminal Procedure Article 2.132.

Racial Profiling Report | Full

Agency Name: WILLOW PARK POLICE DEPT.

Reporting Date: 01/11/2023

TCOLE Agency Number: 367202

Chief Administrator: CARRIE L. ELLIS

Agency Contact Information:

Phone: (817) 441-9747

Email: cellis@willowpark.org

Mailing Address:

101 W STAGE COACH TRL

WILLOW PARK, TX 76087-8259

This Agency filed a full report

WILLOW PARK POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the WILLOW PARK POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the WILLOW PARK POLICE DEPT. if the individual believes that a peace officer employed by the WILLOW PARK POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the WILLOW PARK POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the WILLOW PARK POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and

b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The WILLOW PARK POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: Daniel Franklin
Assistant Chief of Police

Date: 01/11/2023

Total stops: 3553

Street address or approximate location of the stop

City street	1540
US highway	1951
County road	4
State highway	45
Private property or other	13

Was race or ethnicity known prior to stop?

Yes	21
No	3532

Race / Ethnicity

Alaska Native / American Indian	11
Asian / Pacific Islander	54
Black	241
White	2920
Hispanic / Latino	327

Gender

Female	1323
Alaska Native / American Indian	2
Asian / Pacific Islander	13
Black	85
White	1151
Hispanic / Latino	72
Male	2230
Alaska Native / American Indian	9
Asian / Pacific Islander	41
Black	156
White	1769
Hispanic / Latino	255

Reason for stop?

Violation of law	19
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	15
Hispanic / Latino	3
Preexisting knowledge	20

Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	3
White	12
Hispanic / Latino	4
Moving traffic violation	3071
Alaska Native / American Indian	10
Asian / Pacific Islander	48
Black	203
White	2538
Hispanic / Latino	272
Vehicle traffic violation	443
Alaska Native / American Indian	1
Asian / Pacific Islander	5
Black	34
White	355
Hispanic / Latino	48
Was a search conducted?	
Yes	67
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	9
White	40
Hispanic / Latino	16
No	3486
Alaska Native / American Indian	11
Asian / Pacific Islander	52
Black	232
White	2880
Hispanic / Latino	311
Reason for Search?	
Consent	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	1
Hispanic / Latino	2
Contraband	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Probable Cause	38
Alaska Native / American Indian	0

Asian / Pacific Islander	1		
Black	8		
White	21		
Hispanic / Latino	8		
Inventory	7		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	5		
Hispanic / Latino	2		
Incident to arrest	17		
Alaska Native / American Indian	0		
Asian / Pacific Islander	1		
Black	0		
White	12		
Hispanic / Latino	4		
Was Contraband discovered?			
Yes	41	Did the finding result in arrest?	
		(total should equal previous column)	
Alaska Native / American Indian	0	Yes 0	No 0
Asian / Pacific Islander	2	Yes 1	No 1
Black	5	Yes 3	No 2
White	25	Yes 17	No 8
Hispanic / Latino	2	Yes 1	No 1
No	26		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	4		
White	15		
Hispanic / Latino	7		
Description of contraband			
Drugs	30		
Alaska Native / American Indian	0		
Asian / Pacific Islander	1		
Black	5		
White	18		
Hispanic / Latino	6		
Weapons	2		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	2		
White	0		
Hispanic / Latino	0		
Currency	0		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		

Black	0
White	0
Hispanic / Latino	0
Alcohol	10
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	0
White	6
Hispanic / Latino	3
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Other	8
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	1
White	5
Hispanic / Latino	0
Result of the stop	
Verbal warning	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	1413
Alaska Native / American Indian	6
Asian / Pacific Islander	31
Black	144
White	1702
Hispanic / Latino	207
Citation	2090
Alaska Native / American Indian	6
Asian / Pacific Islander	31
Black	144
White	1702
Hispanic / Latino	207
Written warning and arrest	25
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	1
White	19
Hispanic / Latino	4
Citation and arrest	25

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	18
Hispanic / Latino	3
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	41
Alaska Native / American Indian	0
Asian / Pacific Islander	1
Black	4
White	30
Hispanic / Latino	6
Violation of Traffic Law	4
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	3
Hispanic / Latino	0
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	5
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	1
Was physical force resulting in bodily injury used during stop?	
Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0

Officer	0
Both	0
No	3553
Alaska Native / American Indian	11
Asian / Pacific Islander	54
Black	241
White	2920
Hispanic / Latino	327
Number of complaints of racial profiling	
Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Submitted electronically to the
The Texas Commission on Law Enforcement



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: February 14, 2023	Department: Public Works	Presented By: Michelle Guelker
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AGENDA ITEM

Update of the Fort Worth Water Project

PRESENTATION HIGHLIGHTS

- Pump Station Building is almost complete, with only some electrical work (lighting and outlets) still needing to be installed.
- The pumps for Willow Park have been set and aligned. Rotation testing will be done once Hudson Oaks pumps are also set and aligned.
- The sewer line from the pump station is installed and El Chico will reopen late this week.
- The ground storage tank build is complete and pressure testing of the tank has been completed. Bacteriological sampling of the tanks still needs to be completed.
- SCADA controls have been installed and just need to be activated once the plant is ready to go online.
- The pipeline from the Pump Station to Hudson Oaks still needs to be pressure tested and bacteriological sampled before being put online.



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: Gretchen Vasquez
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AGENDA ITEM: Street Project Update

BACKGROUND:

The following is summary of the construction work performed for the 2022 Street Improvements:

A project update meeting was held 2/8/2023 to discuss the status of the street project. Attached is an updated schedule; due to weather delays, it currently shows substantial completion of Crown Road -Phase 1 in early April.

Contractor has stated that they will work internally and push to meet the original completion dates for all phases. The date of completion of all work is 11/19/2023.

Crown Road - (Northbound Lane):

Excavating, Backfilling and Compacting - Existing asphalt removed and hauled off to meet final pavement grade. Crew continues to work on the subgrade preparation. Excavated base material (excluding asphalt) from the roadway used to fill below proposed pavement. XIT will add another crew to begin working on the driveways.

Concrete Formwork - XIT has been working on the placement of the concrete paving forms, reinforcing steel bars, and accessory materials (tie wire, chairs, etc.) in preparation for the new concrete pavement. Approximately 100 cy of concrete poured on 1/27/2023. Testing provided by Jacob Martin.

Temporary mailboxes have been installed along Crown Road. No issues reported with the location of the temporary mailboxes/mail delivery.

Traffic - XIT added additional signage (“wrong way” signs) going northbound on Crown Road. There has been police presence to enforce this signage.

AT&T relocated several of their utility boxes outside the edge of the proposed concrete pavement.

Trinity Court, Trinity Drive, and Sam Bass Court:

Contractor will begin working on Trinity Court, Trinity Drive, and Sam Bass Court in the coming weeks. XIT delivered construction notices to residents on 1/19/2023.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: February 14, 2023	Department: Public Works	Presented By: Derek Turner
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AGENDA ITEM
Drainage Project Update

PRESENTATION HIGHLIGHTS

The phase 1 improvements are under contract and scheduled to begin April 1, 2023 due to delivery time of materials. Some drainage improvements that were part of the overall project are being completed as part of the street reconstruction and are already underway. Most notably, the culvert for Squaw Creek under Sam Bass.

This phase includes:

1. The channel and culvert improvements along the east city limits down to El Chico.
2. The culvert replacement at the creek crossing on Pleasant Ridge.
3. The channel running from Sam Bass to Squaw Creek.

The Phase 2 improvements are in design and approximately 75% complete.

This phase includes:

1. Channel improvements between Crown Pointe Blvd and the Clear Fork of the Trinity.
2. Roadside ditch and culvert improvements along Squaw Creek between Chuckwagon and Saddle Trail.
3. Channel and culvert improvements on Chuckwagon and IH20 WB Frontage.
4. Channel Grading on the creek next to the East Parker County Chamber and north of IH20.
5. Grading and culvert improvements on the northwest corner of the Castlemount loop.
6. Regrading and erosion improvements in the ditch on the ridge above the Willow Park North development.
7. Ditch grading and culvert improvements along Vista and Live Oak.



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Public Works	Presented By: City Engineer
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AGENDA ITEM:
Wastewater Treatment Plant Update

BACKGROUND:

The wastewater plant plans and specs have been reviewed by the TWDB and TCEQ. The TCEQ has approved the documents and the TWDB had some comments which we have addressed and will be resubmitting on Monday. We expect to have final approval to bid the project within 45 days. The project will bid for 5 weeks and a construction contract could be issued within 60 days of the bid opening, barring any unforeseen issues. Construction time is expected to be 365 days, which results in an anticipated completion date in mid-July 2024. The lease of the existing wastewater plant will expire in August 2024.

STAFF/BOARD/COMMISSION RECOMMENDATION

EXHIBITS:

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: City Manager
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AGENDA ITEM: Budget Update: New City Hall Costs and Funding Recommendations

BACKGROUND: At the request of Mayor Pro-Tem Lea Young, staff has prepared documents showing moving expenses and funding recommendations to cover unbudgeted expenses related to the new City Hall such as rent, moving expenses, etc. Staff has included a memo for your review.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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

MEMORANDUM

To: Willow Park City Council
From: Bryan Grimes
Date: February 14, 2023
Re: Unbudgeted City Hall Expenses

Some members of the Council have asked for staff to provide an update on the unbudgeted expenses and costs of the new City Hall building located at 120 El Chico. As you are aware, when the current budget was adopted, it did not have any expenditures for a new City Hall as the move was not contemplated at the time of adoption.

Attached is a detailed report from the Chief Financial Officer, Candy Scott, who set up a line item in the budget to easily track our moving expenses. The bottom line of the report is that the City has expended roughly \$38,000 in moving expenses that included items such as payment to movers, new signage, small building modifications, various electrical upgrades, a new Council dais, and new carpet. There may be a few additional outstanding expenses that has not been invoiced yet. Moving expenses will be roughly \$50,000 by the time all invoices have been collected and paid.

Per the rental agreement that was authorized by Council in November 2022, the City’s rental expenses is approximately \$17,000 per month. Like the moving expenses noted above, staff has established a line item to denote our rental expenses. It is important to note that the \$17,000 per month includes base rent, building expenses, utility expenses, and other associated costs. Therefore, some of the costs included in the \$17,000 have been budgeted to a certain extent. For example, electricity costs has been budgeted for the building at 516 Ranch House Road. While there are still expenses at 516 Ranch House, it is anticipated that the impact will be nominal and should not have a significant impact on the budget. One additional note: The \$17,000 monthly obligation also includes water consumption for the building. Obviously, the City bills the landlord for the water consumption, who then pays the City for the water. This is largely a pass thru expense that is bill and collected by the City.

The largest unbudgeted expense related to the new City Hall is the base rent paid monthly. The base rent on the new City Hall is \$11,620 per month, or \$139,440 per year. For the remainder of the 22 – 23 fiscal year, the unbudgeted base rental expense will be \$104,580.

To sum up unbudgeted expenses:

Base Rent:	\$140,000
Moving Expenses:	\$50,000
Utilities:	\$15,000
Total:	\$205,000

The City has some various strategies to fund these unbudgeted expenses. First, the City can simply use reserve funds from the General Fund to pay for these expenses. Currently, the City has ample reserve funds to fund these expenses with zero impact to the budget. Second, the City can also use reserve funds from the Enterprise Fund (e.g. Water Fund) to help offset these costs as well. Finally, the City is realizing a much greater than expected Sale Tax Revenues as compared to the adopted Budget. Bottom line: The City can use excess Sales Tax collections to offset the unbudgeted expenses.

The figure below shows the City’s monthly Sales Tax collections for the current fiscal year, the budgeted sales tax collection, the estimated final collections, and the split between the final estimated collection and the actual budgeted.

FY 22 - 23	Net Payment
Oct-22	\$ 165,824.00
Nov-22	\$ 195,745.00
Dec-22	\$ 169,545.00
Jan-23	\$ 176,339.00
Feb-23	\$ 241,746.00
Mar-23	
Apr-23	
May-23	
Jun-23	
Jul-23	
Aug-23	
Sep-23	
Current Budget	\$ 1,720,000.00
YTD Total	\$ 949,199.00
Total to get to Budget	\$ 770,801.00
Monthly Average	\$ 189,839.80
Estimated FY Total	\$ 2,278,077.60
Estimated FY Split	\$ 558,077.60

Staff’s recommendation is to monitor expenses and utilize excess Sales Tax proceeds to fund the unbudgeted expenses and utilize reserve funds as a backstop should Sales Tax flatten. Staff looks forward to hear feedback from Council and will implement any strategy that Council sees fit.

Regards,

Bryan Grimes
 City Manager



Willow Park, TX

Item 10.

Detail Report Account Detail

Date Range: 01/01/2023 - 02/06/2023

Account	Name		Beginning Balance	Total Activity	Ending Balance			
Fund: 10 - GENERAL FUND								
10-008-58478	MOVING EXPENSES		2,974.47	35,024.68	37,999.15			
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/03/2023	APPKT00762	010323.6	DFT0002234	BILLING ACCT #5567 0900 0529 6954	00399 - CITIBANK		38.95	3,013.42
01/06/2023	APPKT00738	010623	109735	REIMBURSEMENT FOR MOVING EXPENSES	00752 - CRYSTAL DOZIER		113.78	3,127.20
01/09/2023	APPKT00763	741869	109794	REMOVAL OF WALLS AT CITY HALL	00820 - EL MILAGRO CONSTRUCTION, LLC		3,000.00	6,127.20
01/10/2023	APPKT00763	18889715	109806	COWP	00761 - PUREFOY ELECTRIC LLC		646.25	6,773.45
01/11/2023	APPKT00763	37815	109805	OFFICE FURNITURE	00818 - PEARCE OFFICE FURNITURE		139.00	6,912.45
01/12/2023	APPKT00763	011223	109798	WINDOW BLINDS FOR CITY HALL	00821 - GARY HARLAN MITCHELL		2,233.00	9,145.45
01/12/2023	APPKT00763	GM8046	109799	MOVING CITY HALL	00817 - GRACE MOVERS, LLC		1,365.00	10,510.45
01/18/2023	APPKT00760	82081	109790	CARPET FOR COUNCIL CHAMBERS	00815 - BKCK FLOORING ENTERPRISES, INC		7,728.70	18,239.15
01/18/2023	APPKT00763	14031	109791	MOVING CITY HALL SIGN	00008 - BLUE RIDGE SIGNS		425.00	18,664.15
01/29/2023	APPKT00769	012923	109823	LABOR TO LAY CARPET	00823 - ANTHONY ESCOBAR		3,385.00	22,049.15
02/04/2023	APPKT00769	260065	109825	NEW DIAS	00822 - PHILLIP KAY		8,000.00	30,049.15
02/06/2023	APPKT00769	14082	109824	DOWN PAYMENT ON SIGN FOR CITY HALL	00008 - BLUE RIDGE SIGNS		7,950.00	37,999.15
Total Fund: 10 - GENERAL FUND:			Beginning Balance:	2,974.47	Total Activity:	35,024.68	Ending Balance:	37,999.15
Grand Totals:			Beginning Balance:	2,974.47	Total Activity:	35,024.68	Ending Balance:	37,999.15

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
10 - GENERAL FUND	2,974.47	35,024.68	37,999.15
Grand Total:	2,974.47	35,024.68	37,999.15



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: City Manager
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AGENDA ITEM:
Development and Permit Updates:

- Utility Connections
- Building Permits

BACKGROUND:

At the request of Councilman Crummel, staff has compiled utility connections and permit updates. These are for discussion and no action is required.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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

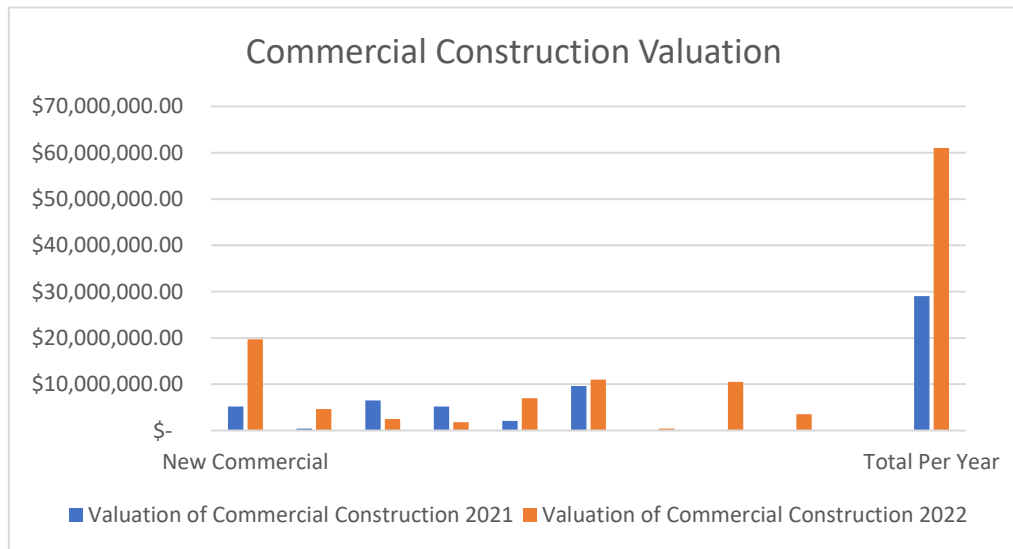
New Construction

	2021	2022
New Homes	104	31
New Commercial	6	8
Multi Family	140	110



Valuation of Commercial Construction

	2021	2022
New Commercial	\$ 5,200,000.00	\$ 19,732,219.00
	\$ 399,860.00	\$ 4,600,000.00
	\$ 6,500,000.00	\$ 2,500,000.00
	\$ 5,216,400.00	\$ 1,800,000.00
	\$ 2,100,000.00	\$ 7,000,000.00
	\$ 9,600,000.00	\$ 11,000,000.00
		\$ 429,000.00
		\$ 10,474,532.00
		\$ 3,500,000.00
Total Per Year	\$ 29,016,260.00	\$ 61,035,751.00



2021

\$ 5,200,000.00	GI Alliance	130 Jimma
\$ 399,860.00	MK Homes Offices	151 J.D. Towles
\$ 6,500,000.00	WPBC Finish Out	777 Crown Point Blvd.
\$ 5,216,400.00	Extra Space Storage	4600 E I-20
\$ 2,100,000.00	Forney Fence/Platinum Collision	4910 E I-20
\$ 9,600,000.00	TCA Athletic Complex	7700 E. Bankhead
\$ 29,016,260.00		

2022

\$ 19,732,219.00	The Canvas	300 Meadows Pl. Dr.
\$ 4,600,000.00	Ambulatory Surgery Center Shell	120 Jimma
\$ 2,500,000.00	Crown Point Plaza MOB 3 Shell	251 Crown Pointe
\$ 1,800,000.00	Crown Point Plaza MOB 4 Connections Wellness Group	141 J.D. Towles
\$ 7,000,000.00	ASC Interior Finish Out	120 Jimma
\$ 11,000,000.00	The District Shell Bldgs.	460 Shops Blvd.
\$ 429,000.00	Watkins Real Estate	601 Willow Crossing
\$ 10,474,532.00	Glamper Camper RV Storage	4450 E I-20
\$ 3,500,000.00	Medical Office Building Shell	110 Mary Lou
\$ 61,035,751.00		

New Sewer Connections (Commercial and Residential)

FY	Number
20/21	50
21/22	20



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: City Manager/City Attorney
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AGENDA ITEM:

Discussion / Action: To consider and take action on authorizing the opt-in of the City of Willow Park in the settlements reached by the Texas Attorney General with Allergan, CVS, Walgreens and Walmart, and authorizing the City Manager to execute all documentation necessary to participate in the settlements, including execution of the Subdivision Participation Forms.

PROPOSED MOTION: I move to authorize the opt-in of the City of Willow Park in the settlements reached by the Texas Attorney General with Allergan, CVS, Walgreens and Walmart, and authorize the City Manager to execute all documentation necessary to participate in the settlements, including execution of the Subdivision Participation Forms.

BACKGROUND:

The Office of the Texas Attorney General announced proposed settlements have been reached with Allergan, CVS, Walgreens and Walmart, with Allergan paying \$135 million, CVS paying \$304 million, Walgreens paying \$340 million and Walmart paying \$170 million (collectively the “Settlement Amount”), to Texas and its political subdivisions. Of the Settlement Amount, the vast majority is earmarked for use by Texas and its political subdivisions to remediate and abate the impacts of the opioid crisis. The actual amount that Texas and the political subdivisions will receive will depend upon the participation of cities, counties and other political subdivisions of the State.

STAFF/BOARD/COMMISSION RECOMMENDATION: Staff recommends participation in the settlements.

EXHIBITS: Settlement Participation Forms

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

EXHIBIT K
Subdivision and Special District Settlement Participation Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Agreement dated November 22, 2022 (“*Allergan Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Allergan Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Allergan Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Allergan Settlement as provided therein.
2. Following the execution of this Settlement Participation Form, the Governmental Entity shall comply with Section III.B of the Allergan Settlement regarding Cessation of Litigation Activities.
3. The Governmental Entity shall, within fourteen (14) days of the Reference Date and prior to the filing of the Consent Judgment, file a request to dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the MDL Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
4. The Governmental Entity agrees to the terms of the Allergan Settlement pertaining to Subdivisions and Special Districts as defined therein.
5. By agreeing to the terms of the Allergan Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the Allergan Settlement solely for the purposes provided therein.



7. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Allergan Settlement.
8. The Governmental Entity has the right to enforce the Allergan Settlement as provided therein.
9. The Governmental Entity, as a Participating Subdivision or Participating Special District, hereby becomes a Releasor for all purposes in the Allergan Settlement, including, but not limited to, all provisions of **Section V (Release)**, and along with all departments, agencies, divisions, boards, commissions, Subdivisions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist in bringing, or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Allergan Settlement are intended to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Allergan Settlement shall be a complete bar to any Released Claim.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision or Participating Special District as set forth in the Allergan Settlement.
11. In connection with the releases provided for in the Allergan Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Allergan Settlement.

12. Nothing herein is intended to modify in any way the terms of the Allergan Settlement, to which the Governmental Entity hereby agrees. To the extent this Settlement Participation Form is interpreted differently from the Allergan Settlement in any respect, the Allergan Settlement controls.

I have all necessary power and authorization to execute this Settlement Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT K

Subdivision Participation and Release Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated December 9, 2022 (“*CVS Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the CVS Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the CVS Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the CVS Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the CVS Settlement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the CVS Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the CVS Settlement solely for the purposes provided therein.

6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the CVS Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the CVS Settlement.
7. The Governmental Entity has the right to enforce the CVS Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the CVS Settlement, including without limitation all provisions of Section XI (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the CVS Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The CVS Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the CVS Settlement.
10. In connection with the releases provided for in the CVS Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the CVS Settlement.

11. Nothing herein is intended to modify in any way the terms of the CVS Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the CVS Settlement in any respect, the CVS Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K**Subdivision Participation and Release Form**

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated December 9, 2022 (“*Walgreens Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Walgreens Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walgreens Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Walgreens Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the Walgreens Settlement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Walgreens Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walgreens Settlement solely for the purposes provided therein.

6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Walgreens Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Walgreens Settlement.
7. The Governmental Entity has the right to enforce the Walgreens Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walgreens Settlement, including without limitation all provisions of Section XI (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walgreens Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walgreens Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Walgreens Settlement.
10. In connection with the releases provided for in the Walgreens Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walgreens Settlement.

11. Nothing herein is intended to modify in any way the terms of the Walgreens Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the Walgreens Settlement in any respect, the Walgreens Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State:
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated November 14, 2022 (“Walmart Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Walmart Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walmart Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Walmart Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopiodsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Walmart Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Walmart Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walmart Settlement solely for the purposes provided therein.

6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Walmart Settlement.
7. The Governmental Entity has the right to enforce the Walmart Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walmart Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walmart Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walmart Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Walmart Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walmart Settlement.

10. Nothing herein is intended to modify in any way the terms of the Walmart Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Walmart Settlement in any respect, the Walmart Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: City Manager
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AGENDA ITEM:

Discussion/Action: to Form Committee to Build / Construct / Plan a Police Station.

BACKGROUND:

At the request of Mayor Pro-Tem Lea Young, Council may consider forming a committee to initiate a new Police Station should a new facility be required—depending on actions and decisions made by ESD #1. Currently, the City has no plans, design, or conceptional drawings for a stand alone Police Station.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: February 14, 2023	Department: Admin	Presented By: City Manager
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AGENDA ITEM: Discussion/Action: to award base bid schedules A through D for the Wastewater Effluent Line to B&L Construction Company for a total of \$1,383,285.00.

BACKGROUND: At the previous Council meeting Council award this contract to two separate contractors, pending TWDB approval. While TWDB has not rejected the award yet, it is anticipated that the process is convoluted and could take significant time to resolve. Therefore, staff is recommending awarding the contract per Derek Turner’s recommendation as attached.

Suggested Motion: I move to award base bids schedules A through D for the Wastewater Effluent Line to B&L Construction Company for a total of \$1,383,285.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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



INTEGRITY
EXCELLENCE
TRUST

February 7, 2023

Mr. Bryan Grimes
City Administrator
City of Willow Park
516 Ranch House Road
Willow Park, Texas 76087

Re: TWDB CWSRF No. 73890 Wastewater Effluent Line

Dear Mr. Grimes,

We have reviewed the bids for the above referenced project. There were five bids received and accepted for 4 different base bid schedules. Base bid schedules A through C consisted of furnishing and installing effluent pipe and related appurtenances. Base bid schedule D consisted of furnishing and installing a lift station and necessary appurtenances. The low bid for base bid schedules A through C was submitted by JRM Construction Services, LLC however, they did not bid Schedule D for the lift station. The low bidder for all bid schedules was B&L Construction Company with a total bid of \$1,383,285.00.

Due to the fact that JRM did provide a bid on Schedule D, we recommend excluding that bid. We have found no reason to disqualify the second bidder and recommend award of base bid schedules A through D to B&L Construction Company for a total of **\$1,383,285.00**.

Assuming Council concurs, we will begin preparing executable contract documents. Please feel free to contact me if you have any questions or concerns.

Sincerely,

JACOB | MARTIN

Derek Turner, P.E.



3465 Curry Lane
Abilene, TX 79606
325.695.1070

908 S. Main Street, Suite 100
Boerne, TX 78006
325-695-1070

4920 S. Loop 289, Suite 104
Lubbock, TX 79414
806.368.6375

1925 Fort Worth Highway
Weatherford, TX 76086
817.594.9880

BID TABULATION

BASE BID SCHEDULE A

For all Labor, Materials, Equipment, and Incidentals to Furnish and Install the Following:

		JRM Construction		B&L Construction Co.		Western Municipal Construction of TX		RK Construction		Canary Construction, LLC				
		PO Box 1840 Aledo, TX 76008		11922 CR 218 Hico, TX 76457		402 Gulf Avenue Justin, TX 76247		226 E Bethel Rd Coppell, TX 75019		802 N Kealy St, Ste 101 Lewisville, TX 75057				
Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	Mobilization, Bonds, and Insurance	1	LS	\$ 38,220.00	\$ 38,220.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 73,080.00	\$ 73,080.00	\$ 48,000.00	\$ 48,000.00	
2	Trench Safety	90	LF	\$ 5.00	\$ 450.00	\$ 50.00	\$ 4,500.00	\$ 10.00	\$ 900.00	\$ 2.60	\$ 234.00	\$ 5.00	\$ 450.00	
3	10" DR11 HDPE Effluent Pipe	5,200	LF	\$ 75.00	\$ 390,000.00	\$ 75.00	\$ 390,000.00	\$ 98.00	\$ 509,600.00	\$ 139.00	\$ 722,800.00	*	\$ 165.00	\$ 858,000.00
4	Clear Fork River Bore	1	LS	\$ 60,000.00	\$ 60,000.00	\$ 85,000.00	\$ 85,000.00	\$ 92,000.00	\$ 92,000.00	\$ 146,109.60	\$ 146,109.60	\$ 120,000.00	\$ 120,000.00	
5	Golf Course Fairway Bore	1	LS	\$ 44,200.00	\$ 44,200.00	\$ 75,000.00	\$ 75,000.00	\$ 59,000.00	\$ 59,000.00	\$ 19,656.00	\$ 19,656.00	\$ 165,000.00	\$ 165,000.00	
6	10" Slick Bore	65	LF	\$ 170.00	\$ 11,050.00	\$ 100.00	\$ 6,500.00	\$ 152.00	\$ 9,880.00	\$ 655.20	\$ 42,588.00	\$ 290.00	\$ 18,850.00	
7	18" Bore & Encasement	245	LF	\$ 265.00	\$ 64,925.00	\$ 220.00	\$ 53,900.00	\$ 260.00	\$ 63,700.00	\$ 655.20	\$ 160,524.00	\$ 600.00	\$ 147,000.00	
8	10" Gate Valve w/ Box	2	EA	\$ 4,000.00	\$ 8,000.00	\$ 7,500.00	\$ 15,000.00	\$ 6,000.00	\$ 12,000.00	\$ 5,040.00	\$ 10,080.00	\$ 4,500.00	\$ 9,000.00	
9	Combination Air Valve	1	EA	\$ 3,500.00	\$ 3,500.00	\$ 5,500.00	\$ 5,500.00	\$ 12,000.00	\$ 12,000.00	\$ 7,560.00	\$ 7,560.00	\$ 29,800.00	\$ 29,800.00	
10	Metal Detectable Tape	5,200	LF	\$ 2.00	\$ 10,400.00	\$ 0.75	\$ 3,900.00	\$ 1.00	\$ 5,200.00	\$ 1.30	\$ 6,760.00	*	\$ 5.00	\$ 26,000.00
11	Sewer Line Marker	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 630.00	\$ 630.00	\$ 600.00	\$ 600.00	
12	Outlet Headwall and Rip Rap	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 15,000.00	\$ 15,000.00	\$ 18,000.00	\$ 18,000.00	\$ 6,300.00	\$ 6,300.00	\$ 4,500.00	\$ 4,500.00	
TOTAL BASE BID A (Items 1 - 12)				\$ 637,745.00		\$ 674,800.00		\$ 823,280.00		\$ 1,196,321.60		\$ 1,427,200.00		

BASE BID SCHEDULE B

Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bonds, and Insurance	1	LS	\$ 9,300.00	\$ 9,300.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 22,680.00	\$ 22,680.00	\$ 8,000.00	\$ 8,000.00
2	12" DR11 HDPE Effluent Pipe	1,110	LF	\$ 109.20	\$ 121,212.00	\$ 100.00	\$ 111,000.00	\$ 142.00	\$ 157,620.00	\$ 165.80	\$ 184,038.00	\$ 185.00	\$ 205,350.00
3	12" Gate Valve w/ Box	3	EA	\$ 4,528.00	\$ 13,584.00	\$ 8,500.00	\$ 25,500.00	\$ 8,500.00	\$ 25,500.00	\$ 6,300.00	\$ 18,900.00	\$ 4,800.00	\$ 14,400.00
4	Metal Detectable Tape	1,110	LF	\$ 2.00	\$ 2,220.00	\$ 0.75	\$ 832.50	\$ 1.00	\$ 1,110.00	\$ 1.30	\$ 1,443.00	\$ 5.00	\$ 5,550.00
5	Existing Sewer Line Connection	1	EA	\$ 3,500.00	\$ 3,500.00	\$ 11,500.00	\$ 11,500.00	\$ 17,000.00	\$ 17,000.00	\$ 1,856.10	\$ 1,856.10	\$ 5,000.00	\$ 5,000.00
TOTAL BASE BID B (Items 1 - 5)				\$ 149,816.00		\$ 153,832.50		\$ 211,230.00		\$ 228,917.10		\$ 238,300.00	

BASE BID SCHEDULE C

Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	Mobilization, Bonds, and Insurance	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 20,160.00	\$ 20,160.00	\$ 6,400.00	\$ 6,400.00	
2	12" DR11 HDPE Effluent Pipe	870	LF	\$ 109.20	\$ 95,004.00	\$ 100.00	\$ 87,000.00	\$ 142.00	\$ 123,540.00	\$ 165.80	\$ 144,246.00	*	\$ 185.00	\$ 160,950.00
3	12" Gate Valve w/ Box	3	EA	\$ 4,528.00	\$ 13,584.00	\$ 8,500.00	\$ 25,500.00	\$ 8,500.00	\$ 25,500.00	\$ 6,300.00	\$ 18,900.00	\$ 4,800.00	\$ 14,400.00	
4	Metal Detectable Tape	870	LF	\$ 2.00	\$ 1,740.00	\$ 0.75	\$ 652.50	\$ 1.00	\$ 870.00	\$ 1.30	\$ 1,131.00	*	\$ 5.00	\$ 4,350.00
5	Existing Sewer Line Connection	1	EA	\$ 3,500.00	\$ 3,500.00	\$ 11,500.00	\$ 11,500.00	\$ 17,000.00	\$ 17,000.00	\$ 1,856.10	\$ 1,856.10	\$ 5,000.00	\$ 5,000.00	
TOTAL BASE BID C (Items 1 - 5)				\$ 121,328.00		\$ 129,652.50		\$ 174,910.00		\$ 186,293.10		\$ 191,100.00		

BASE BID SCHEDULE D

Item #	Item Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Bonds, and Insurance	1	LS	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,000.00	\$ 25,200.00	\$ 25,200.00	\$ 25,000.00	\$ 25,000.00
2	Lift Station (including basin, pumps, railing, valve vault, valves, fittings, sensors, site work, and any other incidental items)	1	LS	\$ -	\$ -	\$ 255,000.00	\$ 255,000.00	\$ 473,000.00	\$ 473,000.00	\$ 252,000.00	\$ 252,000.00	\$ 485,000.00	\$ 485,000.00
3	Lift Station Electrical	1	LS	\$ -	\$ -	\$ 160,000.00	\$ 160,000.00	\$ 191,000.00	\$ 191,000.00	\$ 37,800.00	\$ 37,800.00	\$ 255,500.00	\$ 255,500.00
TOTAL BASE BID D (Items 1 - 3)				NO BID		\$ 425,000.00		\$ 694,000.00		\$ 315,000.00		\$ 765,500.00	

(*) = Extension error