



## CITY COUNCIL REGULAR MEETING AGENDA

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

Tuesday, June 27, 2023 at 6:00 PM

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### 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.

### 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 Meeting June 13, 2023.

### REGULAR AGENDA ITEMS

2. Pinning of Police Chief, Daniel Franklin
3. Presentation of a Proclamation for Betty Chew.
4. Discussion/Action: to approve an agreement between the City of Willow Park and HUB Insurance for insurance brokerage services.

5. Discussion/Action: to approve a resolution establishing an Insurance Trust Fund.
6. The City Council may consider awarding a contract for the construction of a wastewater treatment plant to the lowest, responsible bidder.
7. Budget Workshop

## 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.*

8. Section 551.071 - Consultation with Attorney;
  - Status of negotiations/potential litigation with Half Engineering;
  - Bid of MH Civil Constructors

**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, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: June 23, 2023, at 12:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

*Crystal Dozier*

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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](mailto: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](http://www.willowpark.org)



## CITY COUNCIL REGULAR MEETING MINUTES

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

Tuesday, June 13, 2023 at 6:00 PM

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

Mayor Moss called the meeting to order at 6:00 PM.

#### PRESENT

Mayor Doyle Moss  
Councilmember Eric Contreras  
Councilmember Chawn Gilliland  
Councilmember Greg Runnebaum  
Councilmember Lea Young  
Councilmember Nathan Crummel

#### STAFF PRESENT

City Manager Bryan Grimes  
City Attorney Pat Chesser  
City Secretary Crystal Dozier

### PLEDGE OF ALLEGIANCE AND INVOCATION

Ted Kitchens with Christ Chapel gave the invocation followed by the pledge of allegiance.

### PUBLIC COMMENTS (Limited to three minutes per person)

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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.

**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 Meeting May 23, 2023.

**To approve City Council Meeting Minutes - Regular Meeting May 23, 2023.**

**Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.**

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

## REGULAR AGENDA ITEMS

2. Consideration/ Action: to review and discuss the 2023 Budget Calendar.

**To approve the 2023 Budget Calendar.**

**Motion made by Councilmember Gilliland, Seconded by Councilmember Young.**

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

3. Consideration/Action: to approve a contract with Duane Barritt for food, pool and hotel/motel inspection services.

**To approve a contract with Duane Barritt for food, pool and hotel/motel inspection services.**

**Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.**

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

4. Discuss/Action: to award bid for Phase 2 Drainage Project.

**To award the bid for Phase 2 of the Drainage Project to JRM Construction in the amount of \$1,018,595.00.**

**Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.**

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

## INFORMATIONAL

### Mayor and City Council Comments

**Mayor Moss thanked everyone for their cooperation. He said the city has a group of people and city council although they don't always agree but always can come to an agreement. He commended the City Manager, Bryan Grimes and his staff. He also stated that Candy Scott, CFO/HR can concur with his statement.**

### City Manager Comments

**Bryan Grimes, City Manager informed the city council that he will have preliminary budgets sometime next week. He mentioned he will be out of the office starting tomorrow for a legislative update conference in Georgetown. He also stated the city is looking to close on the city hall building next week. The city will be closed on Monday, June 19<sup>th</sup> in observance of the federal government holiday, Juneteenth. He thanked the city council for allowing him to tend to family matters.**

**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.*

### Mayor Moss convened into executive session at 6:11 pm.

5. Section 551.071 - Consultation with Attorney; - Status of negotiations/potential litigation with Halff Engineering
6. 551.074 - Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee - Chief of Police Position

The City Council will reconvene into Regular Session in the City Council Chambers to take any action deemed necessary as a result of the Executive Session, including the possible appointment of a new Chief of Police.

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

### Mayor Moss reconvened into open session at 7:01 pm.

**To appoint Daniel Franklin as Chief of Police effective immediately.**

**Motion made by Councilmember Gilliland, Seconded by Councilmember Contreras.**

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

## ADJOURNMENT

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

**Mayor Moss adjourned the meeting at 7:05 pm.**

These minutes were approved on the 27<sup>th</sup> of June, 2023.

\_\_\_\_\_  
Mayor Doyle Moss

\_\_\_\_\_  
Crystal R. Dozier, TRMC  
City Secretary

DRAFT



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> 06/27/23	<b>Department:</b> Administration	<b>Presented By:</b> Bryan Grimes
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**AGENDA ITEM:**

Consulting Services Agreement with HUB International Texas, Inc to solicit sealed bid proposals for the City’s group health, dental, vision and life insurance. Rodney Dryden, Senior Vice President will give the presentation.

**BACKGROUND:**

Senior staff met with representatives of the HUB company and are recommending the change to HUB for the procurement of the City's group health, dental, and vision. Staff recommends approving the contract and beginning the procurement process.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

It is Staff’s recommendation that the City Council approve the consulting services agreement with the HUB International Texas, Inc.

**Proposed Motion:** I move to approve the consulting services agreement with the HUB International Texas, Inc to solicit sealed proposals for the City's group health, dental, vision and life insurance.

**EXHIBITS:**

Consulting Services Agreement, Appendix A: Statement of Work, Appendix B: Disclosure Statement

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$



## CONSULTING SERVICES AGREEMENT

**THIS CONSULTING SERVICES AGREEMENT** (this “Agreement”) is made and entered into effective as of the 27<sup>th</sup> day of June, 2023 (the “Effective Date”), by and between the City of Willow Park (“City”) and Hub International Limited (“Consultant”).

### W I T N E S S E T H

**WHEREAS**, City is seeking competitive sealed proposals for group health, dental, vision and life insurance (the “City Employee Benefit Program”) for City employees and their dependents;

**WHEREAS**, City desires to have Consultant provide the following professional insurance consulting services (the “Services”) to the City: i) develop proposal specifications to solicit sealed proposals for the City Employee Benefit Program; ii) solicit proposals for the City Employee Benefit Program; and (iii) analyze proposals received for the City Employee Benefit Program;

**WHEREAS**, Consultant is experienced in the Services and desires to enter into this Agreement with the City.

**NOW, THEREFORE**, in consideration of the premises and of the covenants, promises, conditions and undertakings contained herein, the parties hereby agree as follows:

### TERMS

Section 1. Term of Agreement. The initial term of this Agreement is one (1) year, commencing on the Effective Date and continuing in force until the first anniversary of the Effective Date unless renewed or terminated as provided in this Section. At the conclusion of the first year of the Agreement, the Agreement will renew for one (1) year, unless terminated as provided in this Section, or as otherwise provided in the Scope of Work attached hereto. This Agreement shall automatically renew at the end of its stated term and at the end of each renewal term for successive one (1) year periods, unless either Party provides the other Party with ninety (90) days written notice prior to the end of the then current term of its intent to terminate this Agreement. Notwithstanding the foregoing, the City may terminate this Agreement, without cause, on thirty (30) days prior written notice. In the event the Agreement is terminated, City will pay Consultant all compensation due hereunder through the date of termination.

Section 2. Independent Consultant. Consultant shall perform its duties and obligations hereunder as an independent consultant and nothing contained herein shall be deemed to create a relationship of employer-employee, master-servant, agency, partnership, or joint venture.

Section 3. Description of Services. Consultant shall provide the City with the Services as defined herein or as provided in the Scope of Work attached hereto.

Section 4. Time to be Devoted to Services. This Agreement commits Consultant to devote sufficient time and attention to the performance of the Services while this Agreement is in effect so as to provide City with the Services contemplated herein.

Section 5. Compensation. In consideration of the Services to be performed by Consultant, City shall pay Consultant the sums of \$100.00 payable upon the signing of the Agreement by both parties. This fee is not refundable. In addition, Consultant may earn commissions from the insurance carrier(s) who are awarded the contract to provide the City Employee Benefits Program by the City as provided in Appendix B attached hereto and incorporated herein.

Section 6. Confidential Information. In the course of the performance of the Services, Consultant may have access to confidential information, records, data, and/or processes owned by or in the possession of City (or any affiliate) and used in the course of City's business, including confidential information related to the Services. Except as needed in the performance of the Services provided herein, Consultant shall not directly or indirectly disclose to any party or parties or use any such confidential information, records, data, and/or processes owned by or in the possession of City (or any affiliate) or related to Services, without the prior written consent of City.

Section 7. No Consequential Damages. In no event shall either party, or its respective officers, Council members, agents and employees, be liable (in contract or in tort, including negligence, strict liability, indemnity and warranty) to the other party for special, indirect, incidental or consequential damages, including but not limited to loss of profits or revenues, loss of goodwill, claims of customers, cost of capital, or similar damages arising from the performance or nonperformance of this Agreement.

Section 8. Amendments. This Agreement may only be amended by a writing signed by all of the parties to this Agreement.

Section 9. Sole and Only Agreement. This Agreement constitutes the sole and only agreement of the parties hereto respecting the subject matter of this Agreement and correctly sets forth the rights, duties and obligations of each to the other in relations thereto as of the date hereof. Any prior agreements, promises, negotiations, or representations concerning its subject matter not expressly set forth in this Agreement shall have no further force or effect.

Section 10. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same agreement.

Section 11. Waiver. No waiver of any breach of this Agreement shall operate as a waiver of any similar subsequent breach or any breach of any other provision. Any waiver must be in writing signed by an authorized representative of the waiving party.

Section 12. Severability. If any provision of this Agreement is held invalid by a court of competent jurisdiction, it shall be severed herefrom and, to the extent possible, this Agreement shall continue in full force and effect.

Section 13. Governing Law; Venue. This Agreement shall be construed in accordance with the laws of the State of Texas. Venue for any disputes arising out of this Agreement shall be in a State District Court in Parker County, Texas.

Section 14. Assignment. Neither party may assign its interest hereunder without the prior written approval of the other party, such approval to be within the sole discretion of each party. The rights, benefits and remedies herein shall inure to the benefit of permitted successors, assigns, and heirs.

IN WITNESS WHEREOF, the parties have each duly executed this Agreement or caused this Agreement to be duly executed on its behalf to be effective as of the day and year first above written.

CITY OF WILLOW PARK

By: \_\_\_\_\_  
DOYLE MOSS, Mayor

CONSULTANT:  
HUB INTERNATIONAL LIMITED

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

**Statement of Work**

This Statement of Work (“SOW”) is provided pursuant to the Consulting Agreement dated June 27, 2023 (the “Agreement”) by and between City of Willow Park (“Company”) and HUB International Texas, Inc. (Consultant).

**1.0 DESCRIPTION OF SERVICES AND DELIVERABLES**

**1.1 Annual Consulting Services provided by HUB to Company include the following:**

- ✓ Develop a mutually agreeable renewal action plan and timeline that meets Company objectives each year for open enrollment.
- ✓ Prepare and issue a request for proposal (RFP) on Company’s behalf to be sent to major insurance carriers in the market prior to annual open enrollment, unless otherwise instructed by Company.
- ✓ Make recommendations & assist with employee benefit design, funding options, and strategy.
- ✓ As appropriate, Consultant will conduct employee education meetings at open enrollment.
- ✓ Provide customized printed and electronic educational materials to aid in the employee education effort.
- ✓ Assist Company with administrative changes, carrier selection, and implementation during the normal course of open enrollment.
- ✓ Assist with setting up any electronic feeds for Company vendors and provide solutions for customized enrollment solutions when applicable.
- ✓ Advise Company with respect to available technology platforms to support delivery and administration of employee benefit plans.
- ✓ Provide Company with access to proprietary Human Resources tools & resources through strategic partnerships.
- ✓ Provide assistance with claim issues, appeals, provider negotiations, and other related services for the benefit of Company’s employees.
- ✓ Wellness Consulting services to align with and engage your Employee Benefits program.
- ✓ Conduct strategic planning meetings with the Company to review & discuss plan performance, goals, objectives and responsibilities outlined above.
- ✓ Assist with vendor management and administration issues.
- ✓ Provide informational materials on legislative & compliance developments including ongoing compliance consulting and support.
- ✓ Medicare educational support, supplement placement & assistance for employees & dependents nearing or past Medicare eligibility ages.

**2.0 TERM**

This SOW shall be in effect from June 27, 2023 through May 31, 2024 and may be continued as defined in Section 1 of the Agreement..

**3.0 PRICING/FEES and DISCLOSURES**

- 3.1 Company acknowledges that it has received, read and understands the Disclosure Statement — Service Fees, Consulting Fees and Reimbursements (Appendix B of the Agreement) which has been provided to it in connection with this SOW.
- 3.2 Refer to Appendix B of the Agreement (the Disclosure Statement) for pricing and fees detail.
- 3.3 Company acknowledges this SOW shall continue in full force and effect after amendments or modifications to the Agreement or any other Appendix, exhibit, or attachment thereto, unless otherwise modified in writing and signed by Company and Consultant.

- 3.4 Intermediaries Disclosure: Consultant may utilize the services of other intermediaries to assist in the marketing and servicing of Company's benefits program, when in Consultant's professional judgement those services are necessary or appropriate. Such intermediaries may be affiliates of Consultant or not related to Consultant.
- 3.5 Stop Loss Disclosure: Consultant does not make any representations about an insurer's or managing general underwriter's payment or claims denial practices. Consultant will assist with any stop loss claims to help facilitate timely reimbursements, but cannot warrant in any way that all claims submitted to stop loss carriers will be approved and ultimately reimbursed due to variables out of our control (eligibility, exclusions, etc.).

IN WITNESS WHEREOF, the parties hereto have executed this SOW as of the date set forth above.

**CONSULTANT:**

HUB INTERNATIONAL TEXAS, INC.

By: \_\_\_\_\_  
 Name: Rodney K. Dryden  
 Title: Senior Vice President

**COMPANY:**

City of Willow Park

By: \_\_\_\_\_  
 Name: Doyle Moss  
 Title: Mayor

## APPENDIX B

## Disclosure Statement

## Service Fees, Consulting Fees and Reimbursements

Our agency may provide certain services that you request or that are necessary to place or maintain your insurance. Sections 550.001, 4005.003 and 4005.004 of the Texas Insurance Code authorize us to charge a fee for services if we obtain your written consent prior to providing the service or incurring the expense. In addition, commission we may receive from insurance companies may also apply for lines of business unrelated to consulting fees. The purpose of this Disclosure Statement is to provide transparency at all times and to comply with those requirements regarding disclosure of commission amounts indicated below as compensation for the services provided or expenses incurred, above and beyond our consulting fees.

Services and Insurance Products	Fee or Commission for Each Service
Medical Consulting Services	Standard Filed Rate paid by Insurance Company or if Level funded or other \$35 PEPM
Consulting Fee Billing Option (check one)	<input type="checkbox"/> HUB International to invoice X <input type="checkbox"/> Carrier or TPA to invoice
Pharmacy Benefit Manager Services	Included
Stop Loss Policy Placement & Service	Included
Dental Insurance	10% Commission
Vision Insurance	10% Commission
Employer-Paid Life Insurance	10% Commission
Voluntary Life Insurance	15% Commission
Long-Term Disability Insurance	15% Commission
Short-Term Disability Insurance	15% Commission
Long-Term Care Insurance	0% Commission
Employee Assistance Program (EAP)	0% Commission
Third Party Administrator	0% Commission

Our agency prides itself on being an industry leader in transparency with our clients. Medical Plan Consulting Fees may be billed by a medical carrier or TPA, and/or by HUB International Texas, Inc. as noted above. The Company acknowledges that Consultant may at times receive commissions, guaranteed supplemental commissions, profit sharing payments, bonuses, override commissions, or other profit-, volume- or incentive-based non-standard payments from insurance carriers. The Company further acknowledges that it has read and understands the "How We Get Paid" disclosure document available at [hubinternational.com](http://hubinternational.com). [Upon request by the Company, the Consultant will promptly provide to the Company an accounting with respect to (i) the commissions the Advisor received, or expects to receive, from any insurance carrier based in whole or in part upon the placement of insurance policies on behalf of the Company and (ii) the compensation that the Consultant expected to receive from any insurance carrier on any alternative quotes the Consultant may have received on behalf of the Company.] The Company's entry into this Agreement does not obligate the Company to purchase an insurance product through the Consultant.

The undersigned hereby acknowledges and agrees that the above commissions and fees have been mutually agreed upon and will be payable to HUB International Texas, Inc.

Willow Park

By:

\_\_\_\_\_  
Name: Doyle Moss

Title: Mayor

Date: June 27, 2023



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> 06/27/23	<b>Department:</b> Administration	<b>Presented By:</b> Bryan Grimes
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**AGENDA ITEM:**

A Resolution of the City Council establishing the City of Willow Park, Texas Insurance Trust Fund.

**BACKGROUND:**

Trust Fund allows cities to pay insurance premiums through a single non-profit trust to achieve exemption from embedded insurance premium taxes.

**STAFF/BOARD/COMMISSION RECOMMENDATION:**

It is Staff’s recommendation that the City Council approve the Resolution as presented.

Proposed Motion: I move to approve Resolution # \_\_\_\_\_ of the City Council of the City of Willow Park, Texas establishing the City of Willow Park, Texas Insurance Trust Fund, Authorizing the Trust Agreement and Appointing Trustees for the City of Willow Park, Texas..

**EXHIBITS:**

Resolution # \_\_\_\_\_, Trust Agreement

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$

**CITY OF WILLOW PARK, TEXAS  
RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
WILLOW PARK, TEXAS ESTABLISHING THE CITY OF  
WILLOW PARK, TEXAS INSURANCE TRUST FUND,  
AUTHORIZING THE TRUST AGREEMENT AND APPOINTING  
TRUSTEES FOR THE CITY OF WILLOW PARK, TEXAS**

**WHEREAS**, the goal of the City of Willow Park, Texas is to provide policies and benefits that are competitive; and

**WHEREAS**, the City of Willow Park, Texas realizes the importance of containing costs where possible; and

**WHEREAS**, the City of Willow Park, Texas desires exempt status from imbedded insurance premium taxes on applicable group insurance plans; and

**WHEREAS**, the Texas Insurance Code § 222.002 allows cities to pay insurance premiums through a single non-profit trust to achieve exemption from embedded insurance premium taxes.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Willow Park, Texas:

SECTION 1: The City of Willow Park, Texas City Council does hereby approve the establishment of the City of Willow Park, Texas Insurance Trust Fund.

SECTION 2: The City of Willow Park, Texas City Council does hereby authorize the Trust Agreement, as attached hereto as Exhibit “A”, and appoints the City Manager and Chief Financial Officer as Trustee(s) for the City of Willow Park, Texas Insurance Trust Fund.

SECTION 3: This Resolution shall become effective upon the date of its passage.

**PASSED AND APPROVED ON THIS THE 27<sup>th</sup> Day of June, 2023.**

\_\_\_\_\_  
Doyle Moss, Mayor

ATTEST:

\_\_\_\_\_  
Crystal R. Dozier, City Secretary



## TRUST AGREEMENT

THIS TRUST AGREEMENT (the "Agreement") is made and entered into as of June 27, 2023 by and between the City of Willow Park, Texas (the "City") and Trustees Name and/or Title (the "Trustee").

### PREMISES

WHEREAS, the City has heretofore adopted one or more insured employee welfare benefit plans which are set forth in Exhibit A attached hereto (the "Plan") the sole purpose of which is to provide health, medical and /or life benefits solely for the employees of the City and their eligible dependents covered by the Plan;

WHEREAS, the City is the Plan Administrator appointed to administer the Plan and the claims thereunder;

WHEREAS, the insurance policy or policies described on Exhibit A attached hereto and made a part hereof for all purposes (individually and collectively, the "Policy"), as and when issued in the name of the Trustee, will continue a trust fund (the "Trust Fund") to be held for the benefit of the employees and their eligible dependents under and in accordance with the Plan;

WHEREAS, the City desires the Trustee to hold and administer the Trust Fund under the trust created by this Agreement (the "Trust"), and the Trustee is willing to hold and administer such Trust Fund, pursuant to the terms of this Agreement; and

NOW THEREFORE, in consideration of the premises and of the mutual covenants contained herein, the City and the Trustee agree as follows:

### ARTICLE I -- CONTRIBUTIONS

1.1 Receipt of Contributions. The Trustee shall receive any contributions paid to it in cash or in the form of such property as it may from time to time deem acceptable and which shall have been delivered to it. All contributions so received, together with the income therefrom and any other increment thereon shall be held, invested, reinvested and administered by the Trustee pursuant to the terms of this Agreement without distinction between principal and income. The Trustee shall not be responsible for the calculation or collection of any contribution under the Plan, but shall be responsible only for property received by it pursuant to this Agreement.

1.2 Premiums. Premiums to keep the Policy in force shall be paid by the City or by its employees or by a combination thereof.

## ARTICLE II -- PAYMENTS FROM TRUST FUND

2.1 Payments Directed by Plan Administrator. The Trustee shall from time to time at the Plan Administrator's direction make payments out of the Trust Fund to the persons or entities to whom such monies are to be paid in such amounts and for such purposes as may be specified in the Plan Administrator's directions. To the extent permitted by law, the Trustee shall be under no liability for any payment made pursuant to the direction of the Plan Administrator. Any direction of the Plan Administrator shall constitute a certification that the distribution or payment so directed is one which the Plan Administrator is authorized to direct.

2.2 Payment of Funds. Payments from the trust will be limited to those which pay the group accident, health and life premiums of employees or dependents of the City who are insured under the insurance policies held by the trust or the City and those expenses reasonable and necessary for a trustee to conduct the business of the trust as limited by the nature of the trust described by section 222.02 of the Texas Insurance Code.

2.3 Impossibility of Diversion. It shall be impossible at any time for any part of the Trust Fund to be used for, or diverted to, purposes other than to provide the benefits contemplated under the Plan for the exclusive benefit of covered employees and their dependents, except that any taxes and administration expenses for which the Trust is liable may be made from the Trust Fund as provided for herein.

## ARTICLE III -- INVESTMENTS

3.1 Powers. The Trustee is a nondiscretionary Trustee who does not have discretion or authority with respect to the investment or administration of the Trust Fund. The Trustee will act solely as a directed trustee of the Policy and any other funds contributed to the Trust Fund; provided, however, that the contributions of any other such funds shall be consistent with the purpose of the Trust as described above in the PREMISES section of the Agreement. The Plan Administrator shall have the sole authority to direct the Trustee with respect to the exercise of its powers under this Agreement. Subject to the foregoing provisions of this section, the Trustee, in addition to all powers and authorities under common law, statutory authority, and other provisions of this Agreement, shall have the following powers and authorities:

- (a) To Purchase, or subscribe for, any securities or other property and to retain the same trust; provided however, that the Trustee is prohibited from selling or purchasing stock options;
- (b) To sell, exchange, convey, transfer, grant options to purchase, or otherwise dispose of any securities or other property held by the Trustee, by private contract or at public auction, and any sale may be made for cash or upon credit, or partly for cash and partly for credit. No person dealing with the Trustee shall be bound to see to the application of the purchase money or to inquire into the validity, expediency or propriety of any such sale or other disposition;

- (c) To vote upon any stocks, bonds, or other securities; to give general or special proxies or powers of attorney with or without power of substitution; to exercise any conversion privileges, subscription rights, or other similar rights, and to make any payments incidental thereto; to oppose, or consent to, or otherwise participate in, corporate reorganizations or other changes affecting corporate securities, and to delegate discretionary powers, and to pay assessments or charges in connection therewith; and generally to exercise any powers of an owner with respect to stock, bonds, securities or other property held as part of the Trust Fund;
- (d) To cause any securities or other property held as part of the Trust Fund to be registered in the Trustee's own name or in the name of one or more of the Trustee's nominees, and to hold any investments in bearer form, but the books and records of the Trustee shall at all times show that all such investments are part of the Trust Fund;
- (e) To borrow or raise money for the purpose of the Trust in such amount, and upon such terms and conditions, as the Trustee shall deem advisable; and for any sum so borrowed, to issue a promissory note as Trustee, and to secure the repayment thereof by pledging all, or any part, of the Trust Fund; and no person lending money to the Trustee shall be bound to see the application of the money lent or inquire into the validity, expediency, or propriety of any borrowing;
- (f) To keep such portion of the Trust Fund in cash or balances as may be in the best interests of the trust created hereby, without liability for interest thereon;
- (g) To accept and retain for such time as it may deem advisable any securities or other property received or acquired by it as Trustee hereunder, whether or not such securities or other property would normally be purchased as investments hereunder;
- (h) To make, execute, acknowledge, and deliver any and all documents of transfer and conveyance and any and all other instruments that may be necessary or appropriate to carry out the powers herein granted;
- (i) To settle, compromise, or submit to arbitration any claims, debt, or damages to or owing to or from the Trust Fund, to commence or defend suits or legal or administrative proceedings, and to represent the Trust Fund in all suits and legal administrative proceedings;
- (j) To employ suitable agents and counsel and to pay their expenses and compensation, such agents or counsel may or may not be agents or counsel for the City;
- (k) To acquire real estate by purchase, exchange, or as a result of any foreclosure, liquidation, or other salvage as the result of any foreclosure, liquidation, or other salvage of any investment previously made hereunder; to hold such real estate in such manner and upon such terms as the Trustee may deem advisable; and to manage, operate, repair, develop, improve, partition, mortgage, or lease for any term or terms of years any such real estate or any other real estate constituting a part of the Trust Funds, upon such terms and conditions as the Trustee deems proper, using other trust assets for any of such purposes if deemed advisable;

(l) To invest funds or the Trust Fund in night deposits or savings accounts bearing a reasonable rate of interest in a Trustee's bank;

(m) To invest in Treasury Bills and other forms of United States government obligations;

(n) To deposit monies in federally insured savings accounts or certificates of deposit in banks or savings and loan associations; and;

(o) To do all such acts, take all such proceedings, and exercise all such rights and privileges, although not specifically mentioned herein, as the Trustee may deem necessary to administer the Trust Fund, and to carry out the purpose of this Trust.

3.2 More Than One Trustee. If there shall be more than one trustee under this Agreement, they shall act by a majority of their number, but may authorize any one or more of them to sign papers and instruments on their behalf.

3.3 Fees and Expenses. The Trustee may be paid such reasonable compensation as shall from time to time be agreed upon in writing by the City and the Trustee. An individual serving as Trustee who already receives compensation as an employee from the City shall not receive compensation from the Trust except for reimbursement of expenses, including reasonable counsel and accounting fees, incurred by the Trustee in the administration of the Trust Fund. Such compensation and expenses shall be paid from the Trust Fund.

#### ARTICLE IV -- TRUSTEE'S DUTIES

4.1 General. The Trustee shall discharge its duties under this Agreement solely in the interest of the employees covered under the Plan and their dependents and for the exclusive purpose of providing benefits to such persons and defraying reasonable expenses of administering the Trust, with the care, skill, prudence and diligence under prevailing circumstances that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims, and by diversifying the investments of the Trust so as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so, all in accordance with the provisions of this Agreement insofar as they are consistent with the provisions of applicable law, as this Agreement and such law may be from time to time amended; but the duties and obligations of the Trustee as such shall be limited to those expressly imposed upon it by this Agreement notwithstanding any reference herein to the Plan, or the provisions thereof, it being hereby expressly agreed that the Trustee is not a party to the Plan.

4.2 Indemnification. The City agrees, to the extent permitted by law, to indemnify and hold the Trustee harmless from and against any liability that the Trustee may incur in the administration of the Trust Funds, unless arising from the Trustee's own willful breach of the provisions of this Agreement. The Trustee shall not be required to give any bond or any other security for the faithful performance of its duties under this Agreement, except such as may be required by a law which prohibits the waiver thereof.

4.3 Accounts and Records. The Trustee shall keep accurate and detailed accounts of all investments, receipts, disbursements, and other transactions hereunder, and all such accounts and other records relating thereto shall be open to inspection and audit at all reasonable times by any person designated by the Plan Administrator.

4.4 Limitation on Trustee's Liability. The Plan Administrator shall administer the Plan as provided therein, and the Trustee shall not be responsible in any aspect for administering the Plan nor shall the Trustee be responsible for the adequacy of contributions to the Trust Fund to meet or discharge any payments or liabilities under the Plan. The trustee shall be entitled conclusively to rely upon notice, instruction, direction or other communication of the Plan Administrator.

#### ARTICLE V -- RESIGNATION, REMOVAL AND SUCCESSION OF TRUSTEE

5.1 Resignation. The Trustee may resign at any time by giving 30 days' notice in writing to the City.

5.2 Removal. The City may remove the Trustee at any time upon 30 days' notice in writing to the Trustee.

5.3 Successor Trustee. Upon resignation or removal of the Trustee, the City shall appoint a successor trustee who shall have the same powers and duties as those conferred upon the Trustee hereunder. Upon acceptance of such appointment by the successor trustee, the Trustee assign, transfer, and pay over to such successor trustee the funds and properties then constituting the Trust Fund. The Trustee is authorized, however, to reserve such reasonable sum or money, as it may deem advisable for payment of its fees and expenses in connection with the settlement of its account or otherwise, and any balance of such reserve remaining after the payment of such fees and expenses shall be paid over to the successor trustee.

5.4 Waiver of Notice. In the event of any resignation or removal of the Trustee, the Trustee and the City may in writing waive any notice of resignation or removal as may otherwise be provided hereunder.

#### ARTICLE VI -- AMENDMENT AND TERMINATION OF AGREEMENT

6.1 Amendment. Any or all of the provisions of this Agreement may be amended at any time and from time to time, in whole or in part, by an instrument in writing. No such amendment shall authorize or permit any part of the Trust Fund (other than such part as is required to pay taxes and administrative expenses) to be used for or diverted to purposes other than for the exclusive benefit of the employees and their dependents; no such amendment shall cause or permit any portion of the Trust Fund to revert to or become the property of the City; and no such amendment which affects the rights or duties of the Trustee may be made without the Trustee's written consent.

6.2 Termination. This Agreement may be terminated at any time by the City, and upon such termination, the Trust Fund shall be paid out and/or transferred by the Trustee as and when directed by the Plan Administrator or the City, in accordance with the provisions of Article II hereof and the terms of the Plan.

## ARTICLE VII -- GENERAL

7.1 Limited Effect of Plan and Trust. Neither the establishment of the Plan nor the Trust nor any modification thereof, nor creation of any fund or account, nor the payment of any welfare benefits, shall be construed as giving to any person covered under the Plan or other person any legal or equitable right against the Trustee, the City, or any officer or employee thereof, except as may otherwise be provided in the Plan or in the Trust. Under no circumstances shall the term of employment of any employee be modified or in any way affected by the Plan or this Trust.

7.2 Protective Clause. Neither the City nor the Trustee shall be responsible for the validity of any contract of insurance issued in connection with the Plan or Trust or for the failure on the part of the insurer to make payments provided by such contract, or for the action of any person which may delay payment or render a contract null and void or unenforceable in whole or in part.

7.3 Construction of Trust. This Trust shall be construed and enforced according to the laws of the State of Texas. If any provision of this Trust shall be held illegal or invalid for any reason, such determination shall not affect the remaining provisions of the Trust.

7.4 Gender and Number. Wherever any words are used herein in the masculine, feminine or neuter, they shall be construed as though they were also used in another gender in all cases where they would so apply, and wherever any words are used herein in the singular or plural form, they shall be construed as though they were also used in the other form in all cases where they would so apply.

7.5 Headings. The headings and sub-headings of this Trust have been inserted for convenience of reference and are to be ignored in any construction of the provisions hereof.

IN WITNESS WHEREOF, this Agreement has been executed the day and year first above written.

City of Willow Park, Texas  
120 El Chico Trl, Ste A  
Willow Park, Texas 76087

By:

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Doyle Moss, Mayor

ATTEST:

\_\_\_\_\_  
Crystal R. Dozier, City Secretary



# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 13, 2023	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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## **AGENDA ITEM: Discuss and take action to reject all bids related to the Wastewater Treatment Plant**

### **BACKGROUND:**

On May 24<sup>th</sup>, the City accepted bids for the construction of the wastewater treatment plant, funded through the Texas Water Development Board. Staff, along with Derek Turner, reviewed the bids for the project at that time. There were three bids received and accepted for five bid schedules. The low bid for base bid schedules A through E was submitted by MH Civil Constructors, Inc. in the amount of \$14,881,000, however, they withdrew their bid shortly after opening citing material errors.

The second bidder was Gracon Construction, Inc. with a bid of \$20,560,775. Derek spoke with the second bidder and, while he is willing to negotiate to lower the total cost, it does not appear he will be willing to reduce his bid significantly.

As it does not appear that negotiating will result in a significantly lower cost, Derek and staff recommend rejecting all bids, reworking the project, and rebidding. There are a number of changes that could be made to reduce cost if the Council finds them acceptable.

Attached are the bid tab sheets, the letter from MH Civil Constructors withdrawing their bid, and Derek’s letter to staff with his recommendation to reject all bids. Again, staff supports rejecting all bids related to this project.

**Suggested Motion: I move to reject all bids related to the construction of the wastewater treatment plant and authorize staff to rebid the project as discussed.**

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### **STAFF/BOARD/COMMISSION RECOMMENDATION:**

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### **EXHIBITS:**

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$





# CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> June 27, 2023	<b>Department:</b> Admin	<b>Presented By:</b> City Manager
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**AGENDA ITEM: Budget Workshop**

**BACKGROUND:**

Council will have the 1<sup>st</sup> draft version of the complete budget for their review, questions, and comments. **This is not the final budget.** Department heads and staff will be available for Council as they work thru the preliminary budget.

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**STAFF/BOARD/COMMISSION RECOMMENDATION:**

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**EXHIBITS:**

<b>ADDITIONAL INFO:</b>	<b>FINANCIAL INFO:</b>	
	<b>Cost</b>	\$
	<b>Source of Funding</b>	\$

## Fund: 10 - GENERAL FUND

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## DEPARTMENT 001 - ADMINISTRATION

FY 2022-2023  
Total BudgetFY 2023-2024  
Total Budget

## Group: 10 - TAXES

10-001-46000	M & O TAX	1,900,000	1,883,685
10-001-46001	SALES TAX	2,000,000	2,250,000
10-001-46002	MIXED BEVERAGE TAX	45,000	45,000
10-001-46003	AUTO/TRAILER TAXES	325	325
10-001-46007	DELINQUENT TAXES	6,977	6,977
		<b>3,952,302</b>	<b>4,185,987</b>

## Group: 12 - FRANCHISE FEES

10-001-46020	TXU ELECTRIC	200,000	225,000
10-001-46021	A T & T	20,000	10,000
10-001-46022	TEXAS GAS	7,500	7,500
10-001-46025	MISC. FRANCHISE	5,000	5,000
10-001-46027	MESH NET	3,024	3,024
10-001-46028	WATER FRANCHISE FEE	129,978	129,978
10-001-46029	WASTEWATER FRANCHISE FEES	37,220	37,220
		<b>402,722</b>	<b>417,722</b>

## Group: 15 - ADMINISTRATIVE FEES

10-001-46005	INTEREST - OPERATING FUND	15,000	75,000
10-001-46056	CORONAVIRUS AID RELEIF FUNDS	0	0
		<b>15,000</b>	<b>75,000</b>

## Group: 35 - OTHER REVENUE

10-001-46041	REFUNDS/BANK CREDITS	100	100
<b>10-001-46042</b>	<b>MISCELLANEOUS</b>	<b>35</b>	<b>100,000</b>
10-001-46046	OTHER REIMBURSEABLES	200	200
		<b>335</b>	<b>100,300</b>

## Group: 50 - PERSONNEL

10-001-58100	SALARIES	146,377	158,995
10-001-58101	PAYROLL EXPENSE	2,122	2,305
10-001-58102	WORKERS COMPENSATION	3,108	843
10-001-58103	HEALTH INSURANCE	40,365	44,760
10-001-58104	RETIREMENT	19,906	57,718
10-001-58105	UNEMPLOYMENT INSURANCE	270	270
10-001-58107	CELL PHONE STIPEND	2,280	2,280
10-001-58125	DENTAL INSURANCE	2,536	2,796
10-001-58126	LIFE INSURANCE	519	519
		<b>217,483</b>	<b>270,486</b>

## Group: 55 - SUPPLIES

10-001-58200	POSTAGE & SHIPPING	2,070	2,070
10-001-58201	OFFICE SUPPLIES	4,658	4,658
10-001-58202	FLOWERS/GIFTS/PLAQUES	2,070	2,070
10-001-58203	BASIC OPERATING SUPPLIES	0	0
10-001-58204	PRINTING & BINDING	0	0
10-001-58205	MINOR EQUIPMENT: OFFICE	533	533
10-001-58207	MV REPAIR & MAINTENANCE	0	0
10-001-58208	UNIFORMS & SUPPLIES	311	311
10-001-58214	FINANCE CHARGES	2,500	2,500
10-001-58223	EQUIPMENT	533	533
10-001-58265	FACILITIES MAINT SUPPLIES	515	515
10-001-58268	SUBSCRIPTIONS & PUBLICATIONS	0	0

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10-001-58269	PROMOTIONAL SUPPLIES	0	0
		<b>13,190</b>	<b>13,190</b>
<b>Group: 65 - CONTRACTUAL SERVICES</b>			
10-001-58400	TRAVEL & TRAINING	10,000	10,000
10-001-58401	CONSULTANTS & PROFESSIONALS	25,875	25,875
10-001-58402	ADVERTISING & LEGAL NOTICES	1,553	1,553
10-001-58403	PRINTING & BINDING	3,726	3,726
10-001-58404	PROPERTY & LIABILITY	7,245	8,100
10-001-58406	PROFESSIONAL LICENSE	1,035	1,035
10-001-58407	DUES & MEMBERSHIPS	3,105	3,105
10-001-58408	SPECIAL EVENTS	10,000	10,000
10-001-58415	FINES & PENALTIES	0	0
10-001-58417	ACCOUNTING & AUDITOR	41,400	58,800
10-001-58418	CONTRACTUAL SERVICES	49,680	67,000
10-001-58426	SOFTWARE TECH SUPPORT	55,000	55,000
10-001-58437	PUBLIC SAFETY ALERT SYSTEM	2,846	2,846
10-001-58438	IT CONTRACT	3,987	3,987
10-001-58451	EQUIPMENT RENTAL	9,936	9,936
<b>10-001-58477</b>	<b>COMMERCIAL LEASE</b>	<b>140,000</b>	<b>340,000</b>
		<b>365,388</b>	<b>600,963</b>

**Group: 70 - TRANSFERS & RESTRICTED FUNDS**

10-001-58716	PAYING AGENT FEES	0	0
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**Group: 75 - CAPITAL OUTLAY**

10-001-58600	OFFICE EQUIPMENT	2,500	2,500
10-001-58612	SOFTWARE	0	0
		<b>2,500</b>	<b>2,500</b>

<b>ADMINISTRATION TOTAL REVENUE;</b>	<b>4,370,359</b>	<b>4,779,009</b>
<b>ADMINISTRATION TOTAL EXPENSE:</b>	<b>598,561</b>	<b>887,139</b>
<b>ADMINISTRATION NET PROFIT/LOSS:</b>	<b>3,771,798</b>	<b>3,891,870</b>

**DEPARTMENT 003 - DEVELOPMENT**

FY 2022-2023	FY 2023-2024
Total Budget	Total Budget

**Group: 15 - ADMINISTRATIVE FEES**

10-003-46087	CREDIT CARD FEES	0	0
10-003-46092	NSF FEES	0	0
		<b>0</b>	<b>0</b>

**Group: 20 - LICENSES & PERMITS**

10-003-46023	CERTIFICATE OF OCCUPANCY	1,000	1,000
10-003-46070	BUILDING PERMITS	600,000	500,000
10-003-46071	HEALTH PERMITS	10,000	12,500
10-003-46072	SUBCONTRACTORS PERMITS	50,000	20,000
10-003-46073	REGISTRATION FEES	4,500	0
10-003-46075	OSSF PERMITS	1,200	1,200
10-003-46077	PLAN REVIEW	80,000	50,000
10-003-46079	BACKFLOW INSPECTIONS	0	0
10-003-46080	RE - INSPECTION	0	1,000
10-003-46081	SPECIAL EVENT PERMITS	0	300
10-003-46082	REVIEWS/ REQUESTS	600	600
10-003-46083	METER RELEASE	0	0
10-003-46084	RENTAL INSPECTIONS	400	0
10-003-46089	IRRIGATION	0	0
10-003-46095	FIRE ALARMS	1,000	1,000

10-003-46099	FIRE SPRINKLER	1,000	1,435
10-003-46105	ZONING/RE-ZONING	0	0
10-003-46106	PLATS/RE-PLATS	0	10,000
		<b>749,700</b>	<b>599,035</b>
<b>Group: 50 - PERSONNEL</b>			
10-003-58100	SALARIES	270,838	389,627
10-003-58101	PAYROLL EXPENSE	3,768	5,650
10-003-58102	WORKERS COMPENSATION	2,072	1,405
10-003-58103	HEALTH INSURANCE	8,403	18,480
10-003-58104	RETIREMENT	12,632	43,899
10-003-58105	UNEMPLOYMENT INSURANCE	180	270
10-003-58107	CELL PHONE STIPEND	1,080	1,620
10-003-58110	OVERTIME	0	0
10-003-58125	DENTAL INSURANCE	512	1,692
10-003-58126	LIFE INSURANCE	346	519
10-003-58128	ACCRUED COMP & VACATION	0	0
		<b>299,831</b>	<b>463,162</b>
<b>Group: 55 - SUPPLIES</b>			
10-003-58200	POSTAGE & SHIPPING	515	515
10-003-58201	OFFICE SUPPLIES	5,000	3,000
10-003-58202	FLOWERS/GIFTS/PLAQUES	75	100
10-003-58203	BASIC OPERATING SUPPLIES	0	750
10-003-58204	PRINTING & BINDING	309	300
10-003-58205	MINOR EQUIPMENT: OFFICE	515	400
10-003-58207	MV REPAIR & MAINTENACE	0	200
10-003-58208	UNIFORMS & SUPPLIES	309	300
10-003-58214	CREDIT CARD FEES	0	0
10-003-58265	FACILITIES MAINT SUPPLIES	2,500	2,500
10-003-58268	SUBSCRIPTIONS & PUBLICATIONS	0	150
		<b>9,223</b>	<b>8,215</b>
<b>Group: 65 - CONTRACTUAL SERVICES</b>			
10-003-58400	TRAVEL & TRAINING	3,000	10,000
10-003-58401	CONSULTANTS & PROFESSIONALS	10,000	10,000
10-003-58402	ADVERTISING & LEGAL NOTICES	4,000	4,000
10-003-58404	PROPERTY & LIABILITY	5,150	8,100
10-003-58406	PROFESSIONAL LICENSE	0	100
10-003-58407	DUES & MEMBERSHIPS	721	750
10-003-58418	CONTRACTUAL SERVICES	55,000	55,000
10-003-58423	FOOD SERVICE/POOL INSPECTOR	9,200	10,000
10-003-58424	ENGINEERING/CITY ENGINEER	15,000	5,000
10-003-58426	SOFTWARE TECH SUPPORT	0	15,000
10-003-58438	IT CONTRACT	4,000	4,000
10-003-58463	ECONOMIC DEVELOPMENT	5,000	1,000
		<b>111,071</b>	<b>122,950</b>
<b>Group: 75 - CAPITAL OUTLAY</b>			
10-003-58600	OFFICE EQUIPMENT	0	1,000
10-003-58612	SOFTWARE	0	0
		<b>0</b>	<b>1,000</b>
<b>DEVELOPMENT TOTAL REVENUE;</b>		<b>749,700</b>	<b>599,035</b>
<b>DEVELOPMENT TOTAL EXPENSE:</b>		<b>420,125</b>	<b>595,327</b>
<b>DEVELOPMENT NET PROFIT/LOSS:</b>		<b>329,575</b>	<b>3,708</b>

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## DEPARTMENT 004 - FIRE MARSHAL

FY 2022-2023  
Total BudgetFY 2023-2024  
Total Budget

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**Group: 20 - LICENSES & PERMITS**

10-004-46099	FIRE SPRINKLER	10,000	0
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## Group: 30 - SERVICE REVENUE

10-004-46032	REVENUE RECOVERY	5,000	0
10-004-46035	PARKER COUNTY RUN FUNDS	0	0
		<b>5,000</b>	<b>0</b>

**Group: 35 - OTHER REVENUE**

10-004-46030	VFD CONTRIBUTIONS	0	0
10-004-46088	SALE OF ASSETS	0	0
		<b>0</b>	<b>0</b>

## Group: 50 - PERSONNEL

10-004-58100	SALARIES	790,658	193,015
10-004-58101	PAYROLL EXPENSE	11,500	2,799
10-004-58102	WORKERS COMPENSATION	9,324	7,933
10-004-58103	HEALTH INSURANCE	75,624	18,480
10-004-58104	RETIREMENT	57,676	35,708
10-004-58105	UNEMPLOYMENT INSURANCE	810	180
10-004-58107	CELL PHONE STIPEND	540	0
10-004-58109	CERTIFICATE PAY	24,050	6,550
10-004-58110	OVERTIME	55,000	0
10-004-58125	DENTAL INSURANCE	4,609	1,128
10-004-58126	LIFE INSURANCE	1,556	346
10-004-58127	PHYSICALS & GYM MEMBERSHIPS	5,000	1,000
10-004-58128	ACCRUED COMP & VACATION	0	0
		<b>1,036,347</b>	<b>267,139</b>

**Group: 55 - SUPPLIES**

10-004-58200	POSTAGE & SHIPPING	853	1,000
10-004-58201	OFFICE SUPPLIES	2,250	500
10-004-58202	FLOWERS/GIFTS/PLAQUES	518	500
10-004-58203	BASIC OPERATING SUPPLIES	12,862	4,500
10-004-58204	PRINTING & BINDING	213	
10-004-58205	MINOR EQUIPMENT: OFFICE	1,967	
10-004-58206	MV OILS, LUBRICANTS & FLUIDS	0	
10-004-58207	MV REPAIR & MAINTENANCE	79,758	8,700
10-004-58208	UNIFORMS & SUPPLIES	20,875	2,500
10-004-58216	PPE AND SUPPLIES	62,722	5,000
10-004-58217	MEDICAL SUPPLIES	15,428	
10-004-58219	FOAM SUPPLIES	1,866	
10-004-58220	ROAD ABSORBENT SUPPLIES	1,712	
10-004-58253	SAFETY EQUIPMENT & SUPPLIES	19,213	
10-004-58260	BUILDING & FACILITIES REPAIRS	3,871	
10-004-58265	FACILITIES MAINT SUPPLIES	0	
10-004-58266	MINOR EQUIPMENT: FIELD	0	
10-004-58270	MV FUEL	0	
10-004-58278	EMERGENCY RESPONSE SUPPLIES	8,280	
		<b>232,388</b>	<b>22,700</b>

**Group: 60 - UTILITIES**

10-004-58305	COMMUNICATION SERVICES	6,396	8,500
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**Group: 65 - CONTRACTUAL SERVICES**

10-004-58400	TRAVEL & TRAINING	29,036	13,000
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10-004-58401	CONSULTANTS & PROFESSIONALS	3,731	
10-004-58403	PRINTING & BINDING	213	
10-004-58404	PROPERTY & LIABILITY	5,330	
10-004-58407	DUES & MEMBERSHIPS	561	5,600
10-004-58418	CONTRACTUAL SERVICES	67,489	16,600
10-004-58426	SOFTWARE TECH SUPPORT	0	
10-004-58427	EQUIPMENT TECH SUPPORT	21,259	11,000
10-004-58437	PUBLIC SAFETY ALERT SYSTEM	1,108	
10-004-58438	IT CONTRACT	4,107	
10-004-58452	VEHICLE LEASE	0	22,649
10-004-58455	EMERGENCY MANAGEMENT	0	17,000
		<b>132,834</b>	<b>85,849</b>
<b>FIRE TOTAL REVENUE;</b>		<b>15,000</b>	<b>0</b>
<b>FIRE TOTAL EXPENSE:</b>		<b>1,407,965</b>	<b>384,188</b>
<b>FIRE NET PROFIT/LOSS:</b>		<b>-1,392,965</b>	<b>-384,188</b>

**DEPARTMENT 005 - LEGISLATIVE**

	FY 2022-2023	FY 2023-2024
	Total Budget	Total Budget

**Group: 15 - ADMINISTRATIVE FEES**

10-005-46036	OPEN RECORDS FEES	150	150
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**Group: 35 - OTHER REVENUE**

10-005-46024	SPECIAL EVENT SPONSORSHIP	0	0
10-005-46042	MISCELLANEOUS	1,100	1,100
		<b>1,100</b>	<b>1,100</b>

**Group: 50 - PERSONNEL**

10-005-58100	SALARIES	72,100	77,175
10-005-58101	PAYROLL EXPENSE	1,045	1,119
10-005-58102	WORKERS COMPENSATION	1,036	281
10-005-58103	HEALTH INSURANCE	8,403	9,240
10-005-58104	RETIREMENT	5,155	14,277
10-005-58105	UNEMPLOYMENT INSURANCE	90	90
10-005-58107	CELL PHONE STIPEND	540	249
10-005-58125	DENTAL INSURANCE	512	564
10-005-58126	LIFE INSURANCE	173	173
		<b>89,054</b>	<b>103,168</b>

**Group: 55 - SUPPLIES**

10-005-58200	POSTAGE & SHIPPING	104	104
10-005-58201	OFFICE SUPPLIES	1,553	1,553
10-005-58202	FLOWERS/GIFTS/PLAQUES	1,553	1,553
10-005-58203	BASIC OPERATING SUPPLIES	569	569
10-005-58204	PRINTING & BINDING	533	533
10-005-58205	MINOR EQUIPMENT: OFFICE	3,002	3,002
10-005-58208	UNIFORMS & SUPPLIES	1,397	1,397
10-005-58265	FACILITIES MAINT SUPPLIES	0	0
10-005-58266	MINOR EQUIPMENT: FIELD	518	518
10-005-58269	PROMOTIONS	25,000	25,000
		<b>34,229</b>	<b>34,229</b>

**Group: 65 - CONTRACTUAL SERVICES**

10-005-58400	TRAVEL & TRAINING	10,350	10,350
10-005-58401	CONSULTANTS & PROFESSIONALS	8,280	8,280
10-005-58402	ADVERTISING & LEGAL NOTICES	2,070	2,070
10-005-58404	PROPERTY & LIABILITY	5,693	8,100

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10-005-58406	PROFESSIONAL LICENSE	414	414
10-005-58407	DUES & MEMBERSHIPS	12,000	12,000
10-005-58408	SPECIAL EVENTS	25,000	25,000
10-005-58416	LEGAL/CITY ATTORNEY	50,000	50,000
10-005-58418	CONTRACTUAL SERVICES	4,554	4,554
10-005-58419	ELECTIONS ADMINISTRATION	5,900	5,900
10-005-58426	SOFTWARE TECH SUPPORT	518	518
10-005-58437	PUBLIC SAFETY ALERT SYSTEM	1,108	1,108
10-005-58438	IT CONTRACT	4,107	4,107
10-005-58450	GOVERNMENT & MISC OPERATING	1,553	1,553
		<b>131,547</b>	<b>133,954</b>

**Group: 75 - CAPITAL OUTLAY**

10-005-58624	EQUIPMENT PURCHASE	0	0
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<b>LEGISLATIVE TOTAL REVENUE;</b>	<b>1,250</b>	<b>1,250</b>
<b>LEGISLATIVE TOTAL EXPENSE:</b>	<b>254,830</b>	<b>271,351</b>
<b>LEGISLATIVE NET PROFIT/LOSS:</b>	<b>-253,580</b>	<b>-270,101</b>

**DEPARTMENT 006 - MUNICIPAL COURT**

<b>FY 2022-2023</b>	<b>FY 2023-2024</b>
<b>Total Budget</b>	<b>Total Budget</b>

**Group: 15 - ADMINISTRATIVE FEES**

10-006-46092	NSF FEES	0	0
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**Group: 25 - FINES & FORFITURES**

10-006-46060	NON-PARKING	215,000	215,000
10-006-46061	PARKING	1,000	1,000
10-006-46062	WARRANTS/CAPIAS	1,300	1,300
10-006-46063	STATE LAW - CLASS C	15,000	15,000
10-006-46064	COURT ADMINISTRATION FEES	10,000	10,000
10-006-46065	COURT SECURITY	4,700	4,700
10-006-46066	TIME PAYMENT	400	400
10-006-46067	MC TECH FEE	6,700	6,700
10-006-46085	SEAT BELT	500	500
10-006-46102	TEEN COURT FEE	0	0
		<b>254,600</b>	<b>254,600</b>

**Group: 35 - OTHER REVENUE**

10-006-46042	MISCELLANEOUS	0	0
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**Group: 50 - PERSONNEL**

10-006-58100	SALARIES	98,341	104,630
10-006-58101	PAYROLL EXPENSE	2,075	1,540
10-006-58102	WORKERS COMPENSATION	2,072	562
10-006-58103	HEALTH INSURANCE	8,403	18,480
10-006-58104	RETIREMENT	4,291	19,357
10-006-58105	UNEMPLOYMENT INSURANCE	180	180
10-006-58107	CELL PHONE STIPEND	540	249
10-006-58109	CERTIFICATE PAY	479	221
10-006-58110	OVERTIME	800	0
10-006-58125	DENTAL INSURANCE	512	1,128
10-006-58126	LIFE INSURANCE	173	346
10-006-58132	BAILIFF DUTIES	1,492	1,600
		<b>119,358</b>	<b>148,293</b>

**Group: 55 - SUPPLIES**

10-006-58201	OFFICE SUPPLIES	1,035	1,035
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10-006-58202	FLOWERS/GIFTS/PLAQUES	207	207
10-006-58205	MINOR EQUIPMENT: OFFICE	0	0
10-006-58214	FINANCE CHARGES	311	311
10-006-58265	FACILITIES MAINT SUPPLIES	0	0
		<b>1,553</b>	<b>1,553</b>

**Group: 65 - CONTRACTUAL SERVICES**

10-006-58400	TRAVEL & TRAINING	3,105	3,105
10-006-58402	ADVERTISING & LEGAL NOTICES	0	0
10-006-58404	PROPERTY & LIABILITY	5,330	8,100
10-006-58406	PROFESSIONAL LICENSE	0	0
10-006-58407	DUES & MEMBERSHIPS	85	85
10-006-58416	LEGAL/CITY ATTORNEY	12,000	12,000
10-006-58418	CONTRACTUAL SERVICES	0	0
10-006-58421	MUNICIPAL JUDGE	14,904	18,500
10-006-58422	MAGISTRATE	3,105	3,105
10-006-58426	SOFTWARE TECH SUPPORT	0	3,000
10-006-58438	IT CONTRACT	4,140	4,140
10-006-58441	JURY SERVICE	207	207
		<b>42,876</b>	<b>52,242</b>

**Group: 75 - CAPITAL OUTLAY**

10-006-58600	OFFICE EQUIPMENT	0	0
10-006-58612	SOFTWARE	0	0
		<b>0</b>	<b>0</b>

<b>MUNICIPAL COURT TOTAL REVENUE;</b>	<b>254,600</b>	<b>254,600</b>
<b>MUNICIPAL COURT TOTAL EXPENSE:</b>	<b>163,787</b>	<b>202,088</b>
<b>MUNICIPAL COURT NET PROFIT/LOSS:</b>	<b>90,813</b>	<b>52,512</b>

**DEPARTMENT 007 - POLICE**

<b>FY 2022-2023</b>	<b>FY 2023-2024</b>
<b>Total Budget</b>	<b>Total Budget</b>

**Group: 15 - ADMINISTRATIVE FEES**

10-007-46053	ACCIDENT REPORTS	600	600
10-007-46087	CREDIT CARD FEES	0	0
		<b>600</b>	<b>600</b>

**Group: 20 - LICENSES & PERMITS**

10-007-46073	ALARM PERMIT FEES	<b>0</b>	<b>0</b>
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**Group: 35 - OTHER REVENUE**

10-007-46050	POLICE TRAINING	0	0
10-007-46051	POLICE CONTRIBUTIONS	0	0
10-007-46088	SALE OF ASSETS	0	0
10-007-46103	SCHOOL RESOURCE OFFICER FUNDI	0	0
		<b>0</b>	<b>0</b>

**Group: 50 - PERSONNEL**

10-007-58100	SALARIES	1,072,785	1,166,120
10-007-58101	PAYROLL EXPENSE	15,882	17,750
10-007-58102	WORKERS COMPENSATION	19,412	74,197
10-007-58103	HEALTH INSURANCE	124,814	157,080
10-007-58104	RETIREMENT	78,862	215,732
10-007-58105	UNEMPLOYMENT INSURANCE	2,534	1,530
10-007-58107	CELL PHONE STIPEND	0	745
10-007-58109	CERTIFICATE PAY	19,200	4,154
10-007-58110	OVERTIME	57,193	58,000



10-007-58125	DENTAL INSURANCE	7,948	9,588
10-007-58126	LIFE INSURANCE	3,043	2,940
10-007-58127	PHYSICALS & GYM MEMBERSHIPS	4,797	2,000
10-007-58128	ACCRUED COMP & VACATION	0	0
		<b>1,406,470</b>	<b>1,709,836</b>

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**Group: 55 - SUPPLIES**

10-007-58200	POSTAGE & SHIPPING	320	320
10-007-58201	OFFICE SUPPLIES	5,693	5,693
10-007-58202	FLOWERS/GIFTS/PLAQUES	453	453
10-007-58203	BASIC OPERATING SUPPLIES	3,105	3,105
10-007-58204	PRINTING & BINDING	853	853
10-007-58205	MINOR EQUIPMENT: OFFICE	5,382	5,382
10-007-58206	MV OILS, LUBRICANTS & FLUIDS	533	533
10-007-58207	MV REPAIR & MAINTENACE	9,315	12,000
10-007-58208	UNIFORMS & SUPPLIES	14,283	14,283
10-007-58214	FINANCE CHARGES	62	62
10-007-58253	SAFETY EQUIPMENT & SUPPLIES	2,962	2,962
10-007-58260	BUILDING & FACILITIES REPAIRS	6,396	6,396
10-007-58265	FACILITIES MAINT SUPPLIES	14,464	14,464
10-007-58266	MINOR EQUIPMENT: FIELD	33,248	33,248
10-007-58267	OPERATING SUPPLIES NON CONSUM	1,066	1,066
10-007-58268	SUBSCRIPTIONS & PUBLICATIONS	3,494	3,494
10-007-58270	MV FUEL	25,875	25,875
10-007-58271	MV TIRES, TUBES & BATTERIES	4,264	10,000
10-007-58275	SPECIAL EVENTS	1,035	1,035
10-007-58276	AMMUNITION & WEAPONS RELATED	9,134	9,134
		<b>141,937</b>	<b>150,358</b>

**Group: 60 - UTILITIES**

10-007-58305	COMMUNICATION SERVICES	<b>4,451</b>	<b>4,451</b>
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**Group: 65 - CONTRACTUAL SERVICES**

10-007-58400	TRAVEL & TRAINING	8,797	10,000
10-007-58402	ADVERTISING & LEGAL NOTICES	107	107
10-007-58403	PRINTING & BINDING	640	640
10-007-58404	PROPERTY & LIABILITY	5,330	8,100
10-007-58407	DUES & MEMBERSHIPS	1,760	1,760
10-007-58410	LAB TESTING	3,105	6,000
10-007-58418	CONTRACTUAL SERVICES	112,000	112,000
10-007-58420	INMATE HOUSING	1,242	1,242
10-007-58426	SOFTWARE TECH SUPPORT	0	0
10-007-58437	PUBLIC SAFETY ALERT SYSTEM	1,108	1,108
10-007-58438	IT CONTRACT	4,107	4,107
10-007-58450	GOVERNMENT & MISC OPERATING	673	673
10-007-58452	VEHICLE LEASE	61,836	61,836
10-007-58462	ANIMAL CONTROL	68,879	68,879
		<b>269,584</b>	<b>276,452</b>

**Group: 75 - CAPITAL OUTLAY**

10-007-58601	VEHICLE EQUIPMENT	98,268	50,000
10-007-58624	EQUIPMENT PURCHASE	0	0
		<b>98,268</b>	<b>50,000</b>

<b>POLICE TOTAL REVENUE;</b>	<b>600</b>	<b>600</b>
<b>POLICE TOTAL EXPENSE:</b>	<b>1,920,710</b>	<b>2,191,097</b>
<b>POLICE NET PROFIT/LOSS:</b>	<b>-1,920,110</b>	<b>-2,190,497</b>

DEPARTMENT 008 - CITY SERVICES		FY 2022-2023	FY 2023-2024
		Total Budget	Total Budget
<b>Group: 35 - OTHER REVENUE</b>			
10-008-46107	CODE ENFORCEMENT FEES	0	0
<b>Group: 50 - PERSONNEL</b>			
10-008-58100	SALARIES	0	0
10-008-58101	PAYROLL EXPENSE	0	0
10-008-58102	WORKERS COMPENSATION	0	0
10-008-58103	HEALTH INSURANCE	0	0
10-008-58104	RETIREMENT	0	0
10-008-58105	UNEMPLOYMENT INSURANCE	0	0
10-008-58107	CELL PHONE STIPEND	0	0
10-008-58110	OVERTIME	0	0
10-008-58125	DENTAL INSURANCE	0	0
10-008-58126	LIFE INSURANCE	0	0
<b>Group: 55 - SUPPLIES</b>			
10-008-58201	OFFICE SUPPLIES	0	0
10-008-58202	FLOWERS/GIFTS/PLAQUES	0	0
10-008-58203	BASIC OPERATING SUPPLIES	1,139	1,139
10-008-58205	MINOR EQUIPMENT: OFFICE	0	0
10-008-58207	MV REPAIR & MAINTENANCE	2,588	2,588
10-008-58208	UNIFORMS & SUPPLIES	1,035	1,035
10-008-58222	MINOR TOOLS	3,167	3,167
10-008-58223	EQUIPMENT	0	0
10-008-58224	MISC. TOOLS/SUPPLIES	0	0
10-008-58253	SAFETY EQUIPMENT & SUPPLIES	1,066	1,066
10-008-58260	BUILDING & FACILITIES REPAIRS	24,840	24,840
10-008-58265	FACILITIES MAINT SUPPLIES	5,175	5,175
10-008-58266	MINOR EQUIPMENT: FIELD	4,140	4,140
10-008-58270	MV FUEL	57,491	57,491
10-008-58275	SPECIAL EVENTS	0	0
		<b>100,641</b>	<b>100,641</b>
<b>Group: 60 - UTILITIES</b>			
10-008-58300	ELECTRICITY	36,225	50,000
10-008-58301	GAS	5,175	5,175
10-008-58302	TELEPHONE	15,525	15,525
10-008-58303	LONG DISTANCE TELEPHONE	0	0
10-008-58305	COMMUNICATION SERVICES	46,575	46,575
		<b>103,500</b>	<b>117,275</b>
<b>Group: 65 - CONTRACTUAL SERVICES</b>			
10-008-58400	TRAVEL & TRAINING	3,105	3,105
10-008-58401	CONSULTANTS & PROFESSIONALS	0	0
10-008-58402	ADVERTISING & LEGAL NOTICES	0	0
10-008-58404	PROPERTY & LIABILITY	6,728	8,100
10-008-58405	REPAIR & MAINTENANCE	0	0
10-008-58407	DUES & MEMBERSHIPS	0	0
10-008-58408	SPECIAL EVENTS	35,000	40,000
10-008-58411	PROPERTY DAMAGE	0	0
10-008-58412	OTHER RENTAL	0	0
10-008-58414	FINANCE CHARGES	0	0
10-008-58415	FINES & PENALTIES	0	0
10-008-58418	CONTRACTUAL SERVICES	15,525	15,525

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10-008-58425	SOLID WASTE COLLECTION	7,245	7,245
10-008-58426	SOFTWARE TECH SUPPORT	0	0
10-008-58438	IT CONTRACT	4,140	4,140
10-008-58450	GOVERNMENT & MISC OPERATING	46,906	10,000
10-008-58451	EQUIPMENT RENTAL	2,132	2,132
10-008-58452	VEHICLE LEASE	0	0
10-008-58478	MOVING EXPENSES	50,000	0
10-008-58479	LANDSCAPING CONTRACT	0	50,000
		<b>170,781</b>	<b>140,247</b>
<b>Group: 75 - CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>
<b>CITY SERVICES TOTAL REVENUE;</b>		<b>0</b>	<b>0</b>
<b>CITY SERVICES TOTAL EXPENSE:</b>		<b>374,922</b>	<b>358,163</b>
<b>CITY SERVICES NET PROFIT/LOSS:</b>		<b>-374,922</b>	<b>-358,163</b>

Department: 009 - PARKS

FY 2022-2023	FY 2023-2024
Total Budget	Total Budget

Group: 35 - OTHER REVENUE

10-009-46096	PARK DONATIONS	0	0
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Group: 65 - CONTRACTUAL SERVICES

10-009-58401	CONSULTANTS AND PROFESSIONALS	0	10,000
10-009-58464	PARKS MAINTENANCE	0	20,000
		<b>0</b>	<b>30,000</b>

Group: 75 - CAPITAL OUTLAY

10-009-58609	PARKS IMPROVEMENTS	0	200,000
10-009-58624	EQUIPMENT PURCHASE	0	0
		<b>0</b>	<b>200,000</b>

<b>PARKS TOTAL REVENUE;</b>		<b>0</b>	<b>0</b>
<b>PARKS TOTAL EXPENSE:</b>		<b>0</b>	<b>230,000</b>
<b>PARKS NET PROFIT/LOSS:</b>		<b>0</b>	<b>-230,000</b>

Department: 010 - STREETS

FY 2022-2023	FY 2023-2024
Total Budget	Total Budget

Group: 35 - OTHER REVENUE

10-010-46090	ROAD DONATIONS	0	0
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Group: 55 - SUPPLIES

10-010-58210	TRAFFIC & STREET SIGNS	3,731	7,500
10-010-58225	ASPHALT MATERIALS	36,225	50,000
10-010-58226	ROAD BASE MATERIALS - PAVING	20,493	30,000
10-010-58227	ICE & INCLEMENT WEATHER	4,797	4,500
10-010-58228	CONCRETE REPLACEMENT	15,525	0
10-010-58251	BARRICADES/MARKERS	2,588	2,500
		<b>83,359</b>	<b>94,500</b>

Group: 65 - CONTRACTUAL SERVICES

10-010-58401	CONSULTANTS AND PROFESSIONALS	0	10,000
10-010-58413	CONTRACT STREET REPAIR	0	25,000
10-010-58424	ENGINEERING/CITY ENGINEER	15,525	25,000
		<b>15,525</b>	<b>60,000</b>

Group: 75 - CAPITAL OUTLAY

10-010-58603	STREET IMPROVEMENTS	0	0
<b>STREETS TOTAL REVENUE;</b>		<b>0</b>	<b>0</b>
<b>STREETS TOTAL EXPENSE:</b>		<b>98,884</b>	<b>154,500</b>
<b>STREETS NET PROFIT/LOSS:</b>		<b>-98,884</b>	<b>-154,500</b>
<b>GENERAL FUND TOTAL REVENUE;</b>		<b>5,391,509</b>	<b>5,634,494</b>
<b>GENERAL FUND TOTAL EXPENSE:</b>		<b>5,239,784</b>	<b>5,273,853</b>
<b>GENERAL FUND NET PROFIT/LOSS:</b>		<b>151,725</b>	<b>360,641</b>

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## Fund: 20 - WATER FUND

FY 2022-2023

FY 2023-2024

Total Budget

Total Budget

## DEPARTMENT 020 - WATER

## Group: 15 - ADMINISTRATIVE FEES

20-020-45005	INTEREST REVENUE	10,000	125,000
20-020-46005	INTEREST - OPERATING FUND	0	0
20-020-46087	CREDIT CARD FEES	0	0
		<b>10,000</b>	<b>125,000</b>

## Group: 35 - OTHER REVENUE

20-020-45032	REIMBURSEMENT FOR REPAIRS	0	0
20-020-45041	REFUNDS/ BANK CREDITS	0	0
20-020-45042	MISCELLANEOUS REVENUE	1,200	1,200
20-020-45051	SALE OF RECYCLED MATERIALS	0	0
20-020-46088	SALE OF ASSETS	0	0
		<b>1,200</b>	<b>1,200</b>

## Group: 40 - TRANSFERS

20-020-48756	2019 COOS - TWDB - FT WORTH WT	264,782	244,414
20-020-48757	WP CO S21	0	163,572
		<b>264,782</b>	<b>407,986</b>

## Group: 45 - UTILITY REVENUE

20-020-45000	USER CHARGES	2,500,000	3,000,000
20-020-45001	PENALTIES	30,000	30,000
20-020-45002	NEW ACCOUNT FEES	13,000	13,000
20-020-45003	TAP FEES	3,000	3,000
20-020-45004	IMPACT FEES	250,000	50,000
20-020-45007	METER FEE	25,000	25,000
20-020-45008	METER BOX FEE	4,500	4,500
20-020-45030	RECONNECT FEES	10,000	10,000
20-020-45031	NSF FEES	600	600
20-020-45048	BORE FEES	0	0
		<b>2,836,100</b>	<b>3,136,100</b>

## Group: 50 - PERSONNEL

20-020-58100	SALARIES	630,000	660,678
20-020-58101	PAYROLL EXPENSE	9,372	10,041
20-020-58102	WORKERS COMPENSATION	15,012	16,358
20-020-58103	HEALTH INSURANCE	116,913	83,160
20-020-58104	RETIREMENT	46,667	91,086
20-020-58105	UNEMPLOYMENT INSURANCE	352	810
20-020-58107	CELL PHONE STIPEND	4,471	4,320
20-020-58109	CERTIFICATE PAY	2,360	5,040
20-020-58110	OVERTIME	17,406	31,800
20-020-58125	DENTAL INSURANCE	21,925	5,076
20-020-58126	LIFE INSURANCE	1,928	1,556
20-020-58128	ACCRUED COMP & VACATION	0	0
		<b>866,406</b>	<b>909,925</b>

## Group: 55 - SUPPLIES

20-020-58200	POSTAGE & SHIPPING	15,000	15,000
20-020-58201	OFFICE SUPPLIES	5,000	5,000
20-020-58202	FLOWERS/GIFTS/PLAQUES	300	300
20-020-58203	BASIC OPERATING SUPPLIES	2,000	2,000

20-020-58205	MINOR EQUIPMENT: OFFICE	3,000	3,000
20-020-58207	MV REPAIR & MAINTENANCE	10,400	10,400
20-020-58208	UNIFORMS & SUPPLIES	6,000	6,000
20-020-58211	WATER SUPPLIES	0	0
20-020-58214	FINANCE CHARGES	1,800	1,800
20-020-58222	MINOR TOOLS	0	0
20-020-58223	EQUIPMENT	3,000	3,000
20-020-58224	MISC. TOOLS/SUPPLIES	4,000	4,000
20-020-58227	ICE & INCLEMENT WEATHER	0	0
20-020-58230	CHEMICALS	35,000	50,000
20-020-58231	WATER METERS	0	0
20-020-58232	FIRE HYDRANTS	10,000	10,000
20-020-58233	ROAD BASE MATERIAL - MAIN BREA	0	0
20-020-58234	SAND	0	0
20-020-58253	SAFETY EQUIPMENT & SUPPLIES	2,874	2,874
20-020-58260	BUILDING & FACILITIES REPAIRS	3,984	3,984
20-020-58265	FACILITIES MAINT SUPPLIES	500	500
20-020-58266	MINOR EQUIPMENT: FIELD	2,850	2,850
20-020-58268	SUBSCRIPTIONS & PUBLICATIONS	750	750
20-020-58270	MV FUEL	40,000	50,000
20-020-58281	WATER DISTRIBUTION SUPPLIES	135,000	135,000
20-020-58282	WATER PRODUCTION SUPPLIES	50,000	50,000
		<b>331,458</b>	<b>356,458</b>
<b>Group: 60 - UTILITIES</b>			
20-020-58300	ELECTRICITY	100,000	115,000
20-020-58301	NATURAL GAS	0	0
20-020-58304	MOBILE TELEPHONE	5,700	5,700
20-020-58305	COMMUNICATION SERVICES	6,132	6,132
		<b>111,832</b>	<b>126,832</b>
<b>Group: 65 - CONTRACTUAL SERVICES</b>			
20-020-58400	TRAVEL & TRAINING	5,000	5,000
20-020-58401	CONSULTANTS & PROFESSIONALS	25,000	25,000
20-020-58402	ADVERTISING & LEGAL NOTICES	1,000	1,000
20-020-58403	PRINTING & BINDING	0	0
20-020-58404	PROPERTY & LIABILITY	5,500	8,100
20-020-58407	DUES & MEMBERSHIPS	555	555
20-020-58409	PERMITS & APPLICATIONS	5,500	5,500
20-020-58410	LAB TESTING	20,000	20,000
20-020-58411	PROPERTY DAMAGE	2,500	2,500
20-020-58412	OTHER RENTAL	0	0
20-020-58414	FINANCE CHARGES	0	0
20-020-58416	LEGAL/CITY ATTORNEY	0	0
20-020-58417	ACCOUNTING & AUDITOR	13,500	13,500
20-020-58418	CONTRACTUAL SERVICES	0	20,000
20-020-58424	ENGINEERING/CITY ENGINEER	36,000	36,000
20-020-58425	SOLID WASTE COLLECTION	2,000	2,000
20-020-58426	SOFTWARE TECH SUPPORT	3,000	3,000
20-020-58427	EQUIPMENT TECH SUPPORT	10,000	10,000
20-020-58437	PUBLIC SAFETY ALERT SYSTEM	2,750	2,750
20-020-58438	IT CONTRACT	3,852	3,852
20-020-58442	WATER MAIN MAINTENANCE	0	0
20-020-58443	WELL SITE MAINTENANCE	25,000	25,000
20-020-58444	EQUIPMENT MAINTENANCE	5,000	5,000

20-020-58447	WATER TANK MAINTENANCE	35,000	35,000
20-020-58448	BUILDING MAINT - WELL SITES	3,000	3,000
20-020-58451	EQUIPMENT RENTAL	8,000	8,000
20-020-58452	VEHICLE LEASE	52,000	52,000
20-020-58469	WATER DISTRIBUTION CONTRACTUAL	45,000	45,000
20-020-58470	WATER PRODUCTION CONTRACTUAL	150,000	200,000
		<b>459,157</b>	<b>531,757</b>

**Group: 70 - TRANSFERS & RESTRICTED FUNDS**

20-020-58716	PAYING AGENT FEES	0	
20-020-58735	2010 REFUNDING	76,500	
20-020-58736	2012 REFUNDING	107,650	
20-020-58741	TRANSFER TO GENERAL FUND	200,000	
20-020-58745	FRANCHISE FEES	129,978	
20-020-58746	2014 TWDB COB	40,534	44,373
20-020-58748	2016 TWDB COB	53,689	58,423
20-020-58749	PP FINANCE CONTRACT 6804	18,419	18,419
20-020-58755	2015 COB	45,675	30,491
20-020-58756	2019 COOS - TWDB - FT WORTH WT	0	509,195
20-020-58757	WP CO S21 DEBT SERVICE	0	340,775
20-020-58758	GOV CAP 9371 DEBT SERVICE	0	82,373
20-020-58764	TRANSFER TO WASTEWATER FUND	400,000	400,000
		<b>1,072,445</b>	<b>1,484,048</b>

**Group: 75 - CAPITAL OUTLAY**

20-020-58600	OFFICE EQUIPMENT	0	0
20-020-58601	VEHICLES	0	0
20-020-58602	TECHNOLOGY PROJECTS	12,500	12,500
20-020-58604	EQUIPMENT: HEAVY	100,000	100,000
20-020-58610	FACILITIES: CITY BUILDINGS	0	0
20-020-58611	WATER PURCHASES (EMER WATER)	0	0
20-020-58612	SOFTWARE	0	0
20-020-58646	UTILITIES: WATER DISTRIBUTION	0	0
		<b>112,500</b>	<b>112,500</b>

<b>WATER FUND TOTAL REVENUE;</b>	<b>3,112,082</b>	<b>3,670,286</b>
<b>WATER FUND TOTAL EXPENSE:</b>	<b>2,953,798</b>	<b>3,521,520</b>
<b>WATER FUND NET PROFIT/LOSS:</b>	<b>158,284</b>	<b>148,766</b>

Fund: 30 - WASTEWATER FUND		FY 2022-2023	FY 2023-2024
		Total Budget	Total Budget
<b>DEPARTMENT 030 - WASTEWATER</b>			
Group: 15 - ADMINISTRATIVE FEES			
30-030-45005	INTEREST REVENUE	15,468	15,468
<b>Group: 35 - OTHER REVENUE</b>			
30-030-45041	REFUNDS/BANK CREDITS	3,261	3,261
30-030-45049	GRANT REVENUE	0	0
30-030-46088	SALE OF ASSETS	0	0
		<b>3,261</b>	<b>3,261</b>
<b>Group: 40 - TRANSFERS</b>			
30-030-46094	TRANSFER FROM WATER	400,000	400,000
<b>Group: 45 - UTILITY REVENUE</b>			
30-030-45000	USER CHARGES	620,000	973,067
30-030-45003	TAP FEES	667	667
30-030-45004	IMPACT FEES	125,000	125,000
		<b>745,667</b>	<b>1,098,734</b>
<b>Group: 50 - PERSONNEL</b>			
30-030-58100	SALARIES	90,000	93,115
30-030-58101	PAYROLL EXPENSE	561	1,495
30-030-58102	WORKERS COMPENSATION	1,072	3,383
30-030-58103	HEALTH INSURANCE	8,076	18,480
30-030-58104	RETIREMENT	2,791	17,226
30-030-58105	UNEMPLOYMENT INSURANCE	25	180
30-030-58107	CELL PHONE STIPEND	561	1,080
30-030-58109	CERTIFICATE PAY	1,118	1,920
30-030-58110	OVERTIME	2,215	10,000
30-030-58125	DENTAL INSURANCE	514	1,128
30-030-58126	LIFE INSURANCE	121	346
		<b>107,054</b>	<b>148,353</b>
<b>Group: 55 - SUPPLIES</b>			
30-030-58200	POSTAGE & SHIPPING	2,000	2,000
30-030-58201	OFFICE SUPPLIES	1,200	1,200
30-030-58203	BASIC OPERATING SUPPLIES	1,200	1,200
30-030-58205	MINOR EQUIPMENT: OFFICE	1,000	1,000
30-030-58206	MV OILS, LUBRICANTS & FLUIDS	500	500
30-030-58207	MV REPAIR & MAINTENANCE	2,400	2,400
30-030-58208	UNIFORMS & SUPPLIES	2,000	2,000
30-030-58212	WASTEWATER SUPPLIES	4,000	4,000
30-030-58222	MINOR TOOLS	0	0
30-030-58223	EQUIPMENT	2,900	2,900
30-030-58224	MISC. TOOLS/SUPPLIES	1,000	1,000
30-030-58227	ICE & INCLEMENT WEATHER	0	0
30-030-58230	CHEMICALS	75,000	75,000
30-030-58240	BELT PRESS SUPPLIES	0	0
30-030-58253	SAFETY EQUIPMENT & SUPPLIES	2,775	2,775
30-030-58260	BUILDING & FACILITIES REPAIRS	5,000	5,000
30-030-58264	WW CHEMICALS	0	0
30-030-58265	FACILITIES MAINT SUPPLIES	0	0
30-030-58270	MV FUEL	5,000	5,000



30-030-58279	WASTEWATER COLLECTION	35,000	35,000
30-030-58280	WASTEWATER TREATMENT	10,000	10,000
		<b>150,975</b>	<b>150,975</b>

**Group: 60 - UTILITIES**

30-030-58300	ELECTRICITY	65,000	80,000
30-030-58305	COMMUNICATION SERVICES	0	0
		<b>65,000</b>	<b>80,000</b>

**Group: 65 - CONTRACTUAL SERVICES**

30-030-58400	TRAVEL & TRAINING	3,500	3,500
30-030-58402	ADVERTISING & LEGAL NOTICES	0	0
30-030-58404	PROPERTY & LIABILITY	5,500	8,100
30-030-58405	REPAIR & MAINTENANCE	7,650	7,650
30-030-58407	DUES & MEMBERSHIPS	500	500
30-030-58409	PERMITS & APPLICATIONS	3,500	3,500
30-030-58410	LAB TESTING	21,000	21,000
30-030-58414	FINANCE CHARGES	0	0
30-030-58417	ACCOUNTING & AUDITOR	10,000	10,000
30-030-58418	CONTRACTUAL SERVICES	12,000	12,000
30-030-58424	ENGINEERING/CITY ENGINEER	12,000	12,000
30-030-58425	SLUDGE HAULING	90,000	90,000
30-030-58438	IT CONTRACT	3,852	3,852
30-030-58445	LIFT STATION EQUIPMENT MAINTENANCE	30,000	30,000
30-030-58449	LIFT STATION MAINTENANCE	0	0
30-030-58450	GOVERNMENT & MISC OPERATING	3,000	3,000
30-030-58451	EQUIPMENT RENTAL	500	500
30-030-58467	WASTEWATER COLLECTION	0	0
30-030-58468	WASTEWATER TREATMENT	0	0
		<b>203,002</b>	<b>205,602</b>

**Group: 70 - TRANSFERS & RESTRICTED FUNDS**

30-030-58716	PAYING AGENT FEES	0	0
30-030-58745	FRANCHISE FEES	37,220	37,220
30-030-58750	SERIES 2017 DEBT	600,000	265,348
30-030-58766	TWDB SERIES 2021A	0	591,735
		<b>637,220</b>	<b>894,303</b>

<b>WASTEWATER FUND TOTAL REVENUE;</b>	<b>1,164,396</b>	<b>1,517,463</b>
<b>WASTEWATER FUND TOTAL EXPENSE:</b>	<b>1,163,251</b>	<b>1,479,233</b>
<b>WASTEWATER FUND NET PROFIT/LOSS:</b>	<b>1,145</b>	<b>38,230</b>

Item 7.

<b>Fund: 07 - DRAINAGE FUND</b>	<b>FY 2022-2023 Total Budget</b>	<b>FY 2023-2024 Total Budget</b>
<b>Department: 070 - DRAINAGE</b>		
<b>Group: 15 - ADMINISTRATIVE FEES</b>		
07-070-46005 INTEREST REVENUE	1,500	1,500
07-070-46104 DRAINAGE FEES	350,000	400,000
	<b>351,500</b>	<b>401,500</b>
<b>Group: 65 - CONTRACTUAL SERVICES</b>		
07-070-58424 ENGINEERING	0	0
<b>Group: 70 - TRANSFERS &amp; RESTRICTED FUNDS</b>		
07-070-58765 COB, SERIES 2022A	0	367,150
<b>Group: 75 - CAPITAL OUTLAY</b>		
07-070-58625 UTILITIES - DRAINAGE	367,000	0
<b>DRAINAGE FUND TOTAL REVENUE;</b>	<b>351,500</b>	<b>401,500</b>
<b>DRAINAGE FUND TOTAL EXPENSE:</b>	<b>367,000</b>	<b>367,150</b>
<b>DRAINAGE FUND NET PROFIT/LOSS:</b>	<b>-15,500</b>	<b>34,350</b>