



CITY COUNCIL MEETING AGENDA

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

Tuesday, August 09, 2022 at 7:00 PM

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

PLEDGE OF ALLEGIANCE AND INVOCATION

PUBLIC HEARING

NOTICE OF INTENTION TO ISSUE CITY OF WILLOW PARK, TEXAS CERTIFICATES OF OBLIGATION

TAKE NOTICE that the City Council of the City of Willow Park, Texas, shall convene at 7:00 o'clock P.M. on the 9th day of August, 2022, at the City Hall, 516 Ranch House Road, Willow Park, Texas, and, during such meeting, the City Council will consider the passage of an ordinance authorizing the issuance of certificates of obligation in an amount not to exceed \$4,250,000 for the purpose of paying contractual obligations to be incurred for (i) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system, including any repair, replacement, and relocation of streets and utilities in connection therewith, and the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in relation to such projects and the financing thereof; such certificates to be payable from ad valorem taxes and a pledge of the net revenues of the City's Municipal Drainage Utility System. In accordance with Texas Local Government Code Section 271.049 (i) the current principal amount of all of the City's outstanding public securities secured by and payable from ad valorem taxes is \$14,973,544; (ii) the current combined principal and interest required to pay all of the City's outstanding public securities secured by and payable from ad valorem taxes on time and in full is \$20,334,709; (iii) the estimated combined principal and interest required to pay the certificates of obligation to be authorized on time and in full is \$6,007,428 (iv) the maximum interest rate for the certificates may not exceed the maximum legal interest rate; and (v) the maximum maturity date of the certificates to be authorized is February 15, 2047. The above information excludes \$37,241,456 in principal amount of outstanding debt obligations the City has designated as self-supporting in Resolution No. 2021-06 which the City reasonably expects to pay from revenue sources other than ad valorem taxes; provided, however, that in the event such self-supporting revenue sources are insufficient to pay debt service, the City is obligated to levy ad valorem taxes to pay such debt obligations. The certificates are to be issued, and this notice is given, under and pursuant to the provisions of Texas Local Government Code, Subchapter C of Chapter 271.

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 on July 12, 2022.

REGULAR AGENDA ITEMS

2. Discussion /Action: to consider and act on approving a proposed ad valorem tax rate for the period beginning October 1, 2022 thru September 30, 2023.
3. Discussion /Action: to consider and act on to setting the date, time, and place for a public hearing on a proposed ad valorem tax rate and budget for the period beginning October 1, 2022 thru September 30, 2023.
4. Discussion/Action: to consider all matters incident and related to the issuance and sale of "City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022A" including the adoption of an ordinance authorizing the issuance of such certificates in the amount not to exceed \$4,250,000 to finance the costs of paying contractual obligations to be incurred for (i) designing, constructing, acquiring, improving, enlarging, and equipping the City's municipal drainage utility system, including any repair, replacement, and relocation of streets and utilities in connection therewith, and the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in relation to such projects and the financing thereof.
5. Discussion/Action: to approve the City's 3rd Quarter Financial Report.
6. Discussion/Action: to approve a consulting services agreement with the Tommy Morris Agency to solicit sealed proposals for the City's group health, dental, vision and life insurance.

7. Discussion/Action: to approve an ordinance providing for a fee to defray costs of collecting delinquent fines, fees, court costs and other debts pursuant to article 103.0031 of the Texas Code of Criminal Procedure.
8. Discussion/Action: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.
9. Discussion / Action: to enter into agreement with Sowden and Associates for Acoustical Consulting Services.
10. Discussion only: Petition received for Annexation by Emergency Services District #1.

REPORTS

11. Development Department Report

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, 516 Ranch House Road, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: August 5, 2022, at 2:00 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, July 12, 2022 at 6:00 PM

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

Mayor Pro Tem Lea Young called the meeting to order at 6:10 pm.

PRESENT

Councilmember Eric Contreras
 Councilmember Chawn Gilliland
 Councilmember Greg Runnebaum
 Councilmember Lea Young
 Councilmember Nathan Crummel

ABSENT

Mayor Doyle Moss

STAFF PRESENT

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

PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Pro Tem Young requested a moment a silence 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. A. Approve City Council Meeting Minutes - Regular Meeting on June 28, 2022.

To approve the City Council Meeting Minutes - Regular Meeting on June 28, 2022.

Motion made by Councilmember Gilliland, Seconded by Councilmember Runnebaum.

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

Voting Abstaining: Councilmember Crummel

REGULAR AGENDA ITEMS

2. Budget Workshop

City Manager Bryan Grimes a presentation of the proposed Fiscal Year Budget 2022-2023.

No action was taken.

3. Discussion/Action: to accept the retirement letter from Mike LeNoir, Fire Chief/Fire Marshal/Emergency Management Coordinator.

To accept the retirement letter from Mike LeNoir, Fire Chief/Fire Marshal/Emergency Management Coordinator effective August 2, 2022.

Motion made by Councilmember Contreras, Seconded by Councilmember Runnebaum.

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

4. Discussion/Action: to remove Mike LeNoir as Fire Marshal and Fire Chief.

To remove Mike LeNoir as Fire Marshal and Fire Chief effective August 2, 2022.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

5. Discussion/Action: to remove Mike LeNoir as Emergency Management Coordinator.

To remove Mike LeNoir as Emergency Management Coordinator effective August 2, 2022.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

6. Discussion/Action: to appoint John Schneider as Fire Marshal and Fire Chief.

To appoint John Schneider as Fire Marshal and Fire Chief effective August 2, 2022.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

7. Discussion/Action: to appoint John Schneider as Emergency Management Coordinator.

To appoint John Schneider as Emergency Management Coordinator effective August 2, 2022.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

8. Discussion/Action: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.

No action taken.

9. Discussion/Action: Derek Turner may present an update to the Land Use Assumptions, Capital Improvements Plan and the proposed updated water and wastewater impact fees. Following the presentation, the City Council may consider approving a resolution setting a public hearing to consider an update to the Land Use Assumptions, Capital Improvements Plan for water and wastewater impact fees, and proposed water and wastewater impact fees.

To approve a resolution setting a public hearing to consider an update to the Land Use Assumptions, Capital Improvements Plan for water and wastewater impact fees, and proposed water and wastewater impact fees.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

10. Consideration/Action: to waiver of penalty and interest for sanitary sewer lien (May 18, 1994) on property located on 5100 Block IH-20 Service Road North.

To waiver of penalty and interest for sanitary sewer lien (May 18, 1994) on property located on 5100 Block IH-20 Service Road North.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

11. Discuss/Action: To approve a resolution adopting the ARPA/Federal Procurement Policies and Procedures Addendum.

To approve a resolution adopting the ARPA/Federal Procurement Policies and Procedures Addendum.

Motion made by Councilmember Young, Seconded by Councilmember Runnebaum.

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

INFORMATIONAL

Mayor and Council Comments

Mayor Pro Tem Young notified everyone of a Parks Board meeting in August. She also thanked all parties involved in getting Fort Worth water.

Councilman Runnebaum asked for information regarding water well levels and the status of road reconstruction.

Councilman Contreras requested staff to draft a sponsorship policy.

City Manger Comments

City Manager, Bryan Grimes gave a brief update on the noise ordinance regarding a new sound engineer. He also mentioned how thankful he was for the Fort Worth Water as well. The TML Conference will be held in San Antonio this year from October 5-7.

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

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

Mayor Pro Tem Young adjourned the meeting at 7:21 P.M.

These minutes were approved on the 9th of August, 2022.

Lea Young, Mayor Pro Tem

Crystal R. Dozier, TRMC
City Secretary

DRAFT



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|---------------------------------------|----------------------------------|--------------------------------------|
| Council Date: July 26, 2022 | Department: City Admin | Presented By: Bryan Grimes |
|---------------------------------------|----------------------------------|--------------------------------------|

AGENDA ITEM:

Discussion /Action: To discuss, consider and act on approving a proposed ad valorem tax rate for the period beginning October 1, 2022 thru September 30, 2023.

BACKGROUND:

State statute requires that Council take a roll call vote on the proposed tax rate for the upcoming budget for FY 22 – 23. This is part of the rate setting process. As we have discussed at previous workshops the tax rate for your consideration is as follows:

Maintenance and Operations (M/O): 0.283941
Interest and Sinking (I/S): 0.252498

Total Tax Rate: \$0.536439

For your review, please find the tax rate calculations from the Parker County Appraisal District and the staff worksheet that has been previously discussed.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move that the City of Willow Park assess a proposed maintenance and operations tax rate of **\$0.283941** and an interest and sinking rate of **\$0.252498** for a total tax rate of **\$0.536439** and that a roll call vote be taken per state statute.

EXHIBITS:

2022 Tax Rate Calculation Worksheet

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|---------------------------------------|----------------------------------|--------------------------------------|
| Council Date: July 26, 2022 | Department: City Admin | Presented By: Bryan Grimes |
|---------------------------------------|----------------------------------|--------------------------------------|

AGENDA ITEM:

Discussion /Action: To discuss, consider, and act on to setting the date, time, and place for a public hearing on a proposed ad valorem tax rate and budget for the period beginning October 1, 2022 thru September 30, 2023.

BACKGROUND:

State statute requires that Council set the date, time, and location for the single Public Hearing to discuss the ad valorem tax rate and the budget for FY 22- 23, beginning on October 1, 2022 and ending September 30, 2023. Upon the passage of this motion, and the subsequential vote on the proposed tax rate, staff will place an ad with *The Community News* per state statute.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested Motion: I move that the City of Willow Park hold a public hearing on the tax rate and budget for FY 22 – 23, a period beginning on October 1, 2022 and ending on September 30, 2023 on August 23, 2022 at **7:00 PM** at the Willow Park City Hall located at 516 Ranch House Road and authorize staff to place public notices as required.

EXHIBITS:

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|--|-----------------------------|--------------------------------------|
| Council Date: August 9, 2022 | Department: Admin | Presented By: City Manager |
|--|-----------------------------|--------------------------------------|

AGENDA ITEM:

Discussion / Action: Consider all matters incident and related to the issuance and sale of “City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022A” including the adoption of an ordinance authorizing the issuance of such certificates in the amount not to exceed \$4,250,000 to finance the costs of paying contractual obligations to be incurred for (i) designing, constructing, acquiring, improving, enlarging, and equipping the City’s municipal drainage utility system, including any repair, replacement, and relocation of streets and utilities in connection therewith, and the acquisition of land and rights-of-way therefor, and (ii) professional services rendered in relation to such projects and the financing thereof

BACKGROUND:

Council authorized and provided notice of intent to issue debt related to drainage projects and the drainage utility. In the process of preparing the documents for the issuance, staff was notified of a potential lack of a super quorum, which is required to issue debt. With that requisite number of council members in attendance in question, staff then proceeded to table the above motion and will take up this issue at the August 23rd meeting.

Suggested Motion: I move to postpone the consideration of the ordinance authorizing the issuance of the City of Willow Park, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2022A to the August 23, 2022 City Council meeting which will begin at 7:00 pm.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Sowden and Associates Proposal

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



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|--------------------------------|-------------------------------|------------------------------------|
| Council Date: 8/9/22 | Department: Finance | Presented By: Jake Weber |
|--------------------------------|-------------------------------|------------------------------------|

AGENDA ITEM:

Discussion/Action: to approve the City's 3rd Quarter Financial Report.

BACKGROUND:

Review and provide an update on the 3rd fiscal quarter 2021-2022 financial activity of the city.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Motion: to approve the City's 3rd Quarter Financial Report.

EXHIBITS:

Financial Reports as of June 30, 2022.

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



**City of Willow Park
Financial Update
Financial Reports as of June 30, 2022**

| Financial Highlights | General | Water | Wastewater |
|--|--------------|--------------|--------------|
| -FYTD 2021-2022 Revenue Actual | \$ 4,261,420 | \$ 2,246,010 | \$ 691,177 |
| -FYTD 2021-2022 Expense Actual | 3,304,092 | 2,045,094 | 723,455 |
| -FYTD 2021-2022 Net Change | \$ 957,328 | \$ 200,916 | \$ (32,278) |
| | | | |
| -FY 2021-2022 Revenue Budget | \$ 4,586,037 | \$ 3,173,074 | \$ 1,014,000 |
| -FY 2021-2022 Expense Budget | \$ 4,491,454 | \$ 3,137,037 | \$ 1,011,043 |
| | | | |
| -FYTD 2021-2022 Revenue - Actual to Budget % | 93% | 71% | 68% |
| -FYTD 2021-2022 Expense - Actual to Budget % | 74% | 65% | 72% |

| 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 | 35,372 | - | 10,504 |
| Costs Incurred to Date | (14,420,812) | (638,272) | (84,906) |
| Remaining to Spend | \$ 5,654,560 | \$ 13,491,728 | \$ 5,425,598 |

| YTD Activity vs Prior Year | Oct - June 2022 | Oct - June 2021 | Change |
|--|-----------------|-----------------|------------|
| <u>General Fund</u> | | | |
| Revenue | | | |
| Property Tax & Other Taxes | \$ 3,166,804 | \$ 2,608,006 | \$ 558,798 |
| Franchise Fees | 220,280 | 211,006 | 9,274 |
| Development & Permit Fees | 685,522 | 459,609 | 225,913 |
| Fines & Forfeitures/Other Revenue | 188,814 | 421,592 | (232,778) |
| Expenses | | | |
| Personnel Expense | 2,028,461 | 1,887,779 | 140,682 |
| Supplies (Maintenance & Operations) | 247,566 | 182,324 | 65,242 |
| Utilities | 60,825 | 53,757 | 7,068 |
| Operational & Contractual Services | 924,658 | 785,835 | 138,823 |
| Capital Outlay & Interfund Transfer | 42,582 | 276,146 | (233,564) |
| Net Income (Loss) | \$ 957,328 | \$ 514,372 | \$ 442,956 |
| | | | |
| <u>Water & Wastewater Funds</u> | | | |
| Revenue | \$ 2,937,187 | \$ 2,207,804 | \$ 729,383 |
| Expense | | | |
| Personnel Expense | 661,294 | 710,808 | (49,514) |
| Supplies (Maintenance & Operations) | 351,532 | 198,780 | 152,752 |
| Utilities | 136,765 | 117,959 | 18,806 |
| Operational & Contractual Services | 533,699 | 302,631 | 231,068 |
| Capital Outlay/Debt Service | 1,085,259 | 1,161,528 | (76,269) |
| Net Income (Loss) | \$ 168,638 | \$ (283,902) | \$ 452,540 |

**City of Willow Park
Bank Account Balances**

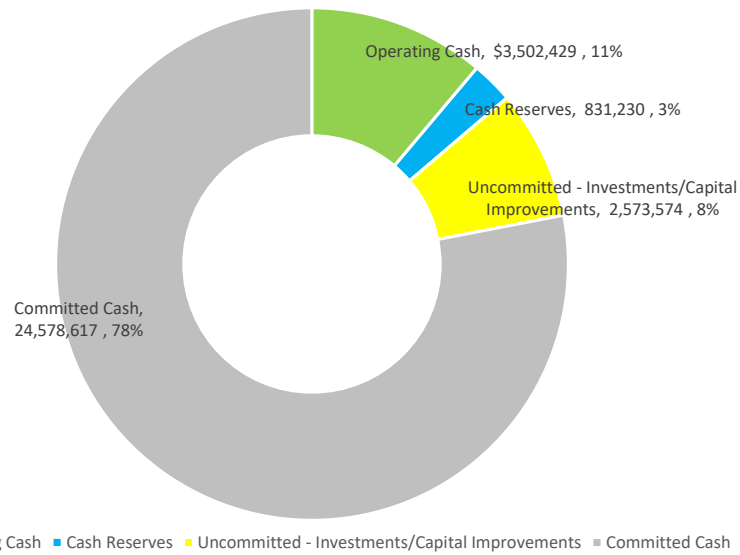
Item 5.

| | <u>At 6/30/2022</u> | <u>At 3/31/2022</u> | <u>At 9/30/2021</u> |
|--|---------------------|---------------------|---------------------|
| <u>General Fund</u> | | | |
| Operating Cash - General | \$ 1,390,490 | \$ 1,684,669 | \$ 575,143 |
| General Fund Cash Reserve | 238,270 | 237,890 | 237,728 |
| TexStar General Fund Investment | 516,329 | 515,492 | 515,422 |
| Police Holding Fund | 3,591 | 565 | 565 |
| General Fund CD - 65686 | 129,339 | 129,124 | 129,124 |
| | <u>2,278,019</u> | <u>2,567,739</u> | <u>1,457,982</u> |
| | | | |
| <u>Water Fund</u> | | | |
| Operating Cash - Water | 1,116,135 | 826,047 | 334,286 |
| Water Cash Reserve | 592,960 | 592,014 | 591,612 |
| Water Capital Improvements (Water Line Clearing) | 30,694 | 4,734 | 423,794 |
| UMB TWDB Escrow (52%) | 1,296,426 | 1,539,371 | 2,184,803 |
| CID03 Cash (52%) | 1,643,945 | 2,270,861 | 2,954,810 |
| CLFRF Fund | 700,454 | 723,817 | 723,783 |
| TexStar Water Investment | 1,512,562 | 1,510,110 | 1,509,905 |
| Water Deposits - 56788 | 106,897 | 106,833 | 106,833 |
| | <u>7,000,073</u> | <u>7,573,787</u> | <u>8,829,826</u> |
| | | | |
| <u>Wastewater Fund</u> | | | |
| Operating Cash - Wastewater | 485,124 | 481,103 | 629,350 |
| Wastewater Package Plant | 124,645 | 124,645 | 124,645 |
| US Bank CO S21 | 13,491,728 | 13,491,728 | 13,491,728 |
| FFB CO S21 | 68,476 | 69,534 | 167,083 |
| Wastewater Capital Improvements | 362,254 | 361,675 | 361,430 |
| TexStar Wastewater | 53,090 | 53,004 | 52,997 |
| | <u>14,585,317</u> | <u>14,581,690</u> | <u>14,827,233</u> |
| | | | |
| <u>Other Funds</u> | | | |
| Operating Cash - Solid Waste | 244,577 | 263,004 | 268,841 |
| Operating Cash - Drainage Fund | 266,102 | 187,084 | 14,951 |
| Construction Fund - Building | 11,958 | 11,939 | 14,368 |
| Construction Fund - Roads | 5,426,115 | 5,463,586 | 516 |
| Debt Service (I&S) | 552,793 | 581,410 | 182,192 |
| Water Impact Fees | 264,737 | 99,983 | - |
| Wastewater Impact Fees | 134,779 | 48,532 | - |
| Operating Cash - Court Security | 46,970 | 44,376 | 40,596 |
| Operating Cash - Court Technology | 54,452 | 55,634 | 55,749 |
| Operating Cash - General (Police Training) | 4,447 | 6,937 | 6,094 |
| Operating Cash - Police Contributions | 544 | 544 | 544 |
| Operating Cash - JE Fee | 58 | 40 | 35 |
| Operating Cash - Truancy Prevention | 15,062 | 12,415 | 8,601 |
| Police Seizure (Federal) | 0 | 0 | 0 |
| Police Seizure (State) | 4,684 | 4,677 | 3,082 |
| Tourism | 172,123 | 68,713 | 68,666 |
| TIRZ Reimbursement Fund | 265,236 | 198,777 | 1,008 |
| First Responder | 111,788 | 127,789 | 2,544 |
| TexStar Parks & Recreation | 46,014 | 1,001 | 1,001 |
| | <u>7,622,441</u> | <u>7,176,443</u> | <u>668,789</u> |
| | | | |
| Total Cash | \$ 31,485,850 | \$ 31,899,660 | \$ 25,783,830 |

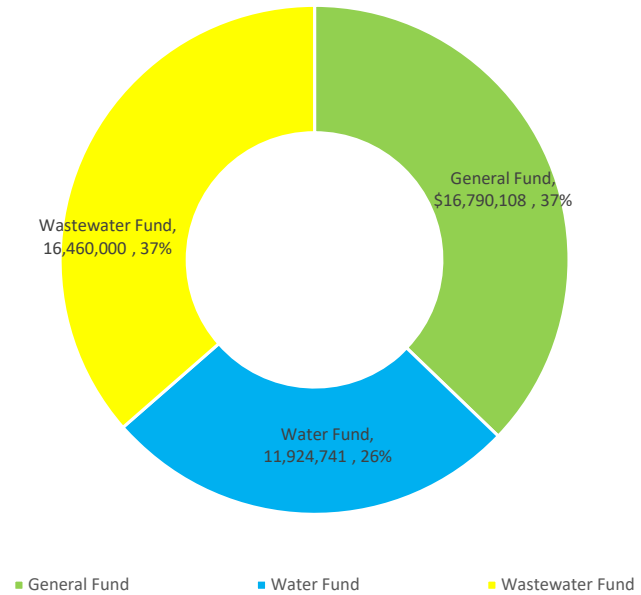


**City of Willow Park
Key Metrics & Trends
As of June 30, 2022**

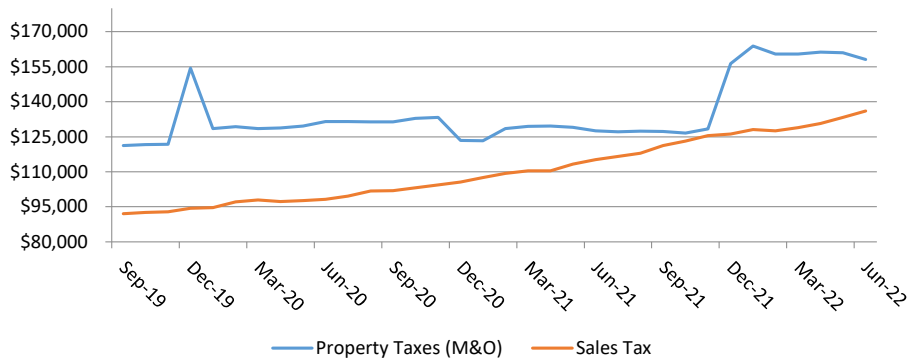
Cash Balances as of June 30, 2022



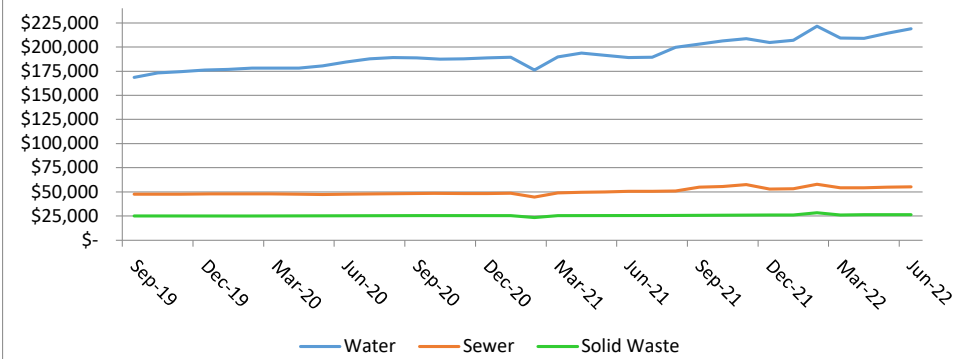
Debt Balance by Fund as of June 30, 2022



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 5.

Date Range: 10/01/2021 - 06/30/2022

| 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 | -1,849,028.00 | 0.00 | -1,891,578.80 | -1,891,578.80 | 42,550.80 | 2.30% |
| 10-001-46001 | SALES TAX | -1,400,000.00 | 0.00 | -1,237,326.70 | -1,237,326.70 | -162,673.30 | -11.62% |
| 10-001-46002 | MIXED BEVERAGE TAX | -31,500.00 | 0.00 | -25,863.94 | -25,863.94 | -5,636.06 | -17.89% |
| 10-001-46003 | AUTO/TRAILER TAXES | -325.00 | 0.00 | -3,011.96 | -3,011.96 | 2,686.96 | 826.76% |
| 10-001-46007 | DELINQUENT TAXES | -6,977.00 | 0.00 | -9,022.25 | -9,022.25 | 2,045.25 | 29.31% |
| 10 - TAXES Totals: | | -3,287,830.00 | 0.00 | -3,166,803.65 | -3,166,803.65 | -121,026.35 | -3.68% |
| Group: 12 - FRANCHISE FEES | | | | | | | |
| 10-001-46020 | TXU ELECTRIC | -200,000.00 | 0.00 | -202,985.58 | -202,985.58 | 2,985.58 | 1.49% |
| 10-001-46021 | A T & T | -75,000.00 | 0.00 | -7,093.03 | -7,093.03 | -67,906.97 | -90.54% |
| 10-001-46022 | TEXAS GAS | -7,500.00 | 0.00 | -2,831.06 | -2,831.06 | -4,668.94 | -62.25% |
| 10-001-46025 | MISC. FRANCHISE | -5,000.00 | 0.00 | -5,353.97 | -5,353.97 | 353.97 | 7.08% |
| 10-001-46027 | MESH NET | -3,024.00 | 0.00 | -2,016.00 | -2,016.00 | -1,008.00 | -33.33% |
| 10-001-46028 | WATER FRANCHISE FEE | -129,978.00 | 0.00 | 0.00 | 0.00 | -129,978.00 | -100.00% |
| 10-001-46029 | WASTEWATER FRANCHISE FEES | -37,220.00 | 0.00 | 0.00 | 0.00 | -37,220.00 | -100.00% |
| 12 - FRANCHISE FEES Totals: | | -457,722.00 | 0.00 | -220,279.64 | -220,279.64 | -237,442.36 | -51.87% |
| Group: 15 - ADMINISTRATIVE FEES | | | | | | | |
| 10-001-46005 | INTEREST - OPERATING FUND | -15,000.00 | 0.00 | -10,452.29 | -10,452.29 | -4,547.71 | -30.32% |
| 10-001-46056 | CORONAVIRUS AID RELEIF FUNDS | -175,000.00 | 0.00 | 0.00 | 0.00 | -175,000.00 | -100.00% |
| 10-003-46087 | CREDIT CARD FEES | 0.00 | 0.00 | -218.05 | -218.05 | 218.05 | 0.00% |
| 10-003-46092 | NSF FEES | 0.00 | 0.00 | -30.00 | -30.00 | 30.00 | 0.00% |
| 10-005-46036 | OPEN RECORDS FEES | -150.00 | 0.00 | 0.00 | 0.00 | -150.00 | -100.00% |
| 10-006-46092 | NSF FEES | 0.00 | 0.00 | -35.00 | -35.00 | 35.00 | 0.00% |
| 10-007-46053 | ACCIDENT REPORTS | -600.00 | 0.00 | -605.85 | -605.85 | 5.85 | 0.98% |
| 10-007-46087 | CREDIT CARD FEES | 0.00 | 0.00 | -858.06 | -858.06 | 858.06 | 0.00% |
| 15 - ADMINISTRATIVE FEES Totals: | | -190,750.00 | 0.00 | -12,199.25 | -12,199.25 | -178,550.75 | -93.60% |
| Group: 20 - LICENSES & PERMITS | | | | | | | |
| 10-003-46023 | CERTIFICATE OF OCCUPANCY | -1,000.00 | 0.00 | -450.00 | -450.00 | -550.00 | -55.00% |
| 10-003-46070 | BUILDING PERMITS | -300,000.00 | 0.00 | -495,816.15 | -495,816.15 | 195,816.15 | 65.27% |
| 10-003-46071 | HEALTH PERMITS | -9,000.00 | 0.00 | -14,630.00 | -14,630.00 | 5,630.00 | 62.56% |
| 10-003-46072 | SUBCONTRACTORS PERMITS | -50,000.00 | 0.00 | -36,532.73 | -36,532.73 | -13,467.27 | -26.93% |
| 10-003-46073 | REGISTRATION FEES | -4,500.00 | 0.00 | -4,400.00 | -4,400.00 | -100.00 | -2.22% |
| 10-003-46075 | OSSF PERMITS | -1,200.00 | 0.00 | -5,350.00 | -5,350.00 | 4,150.00 | 345.83% |
| 10-003-46077 | PLAN REVIEW | -60,000.00 | 0.00 | -98,887.27 | -98,887.27 | 38,887.27 | 64.81% |

Detail vs Budget Report

Date Range: 10/01/2021 Item 5. 2

| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|--|---------------------------|--------------------|-------------------|--------------------|--------------------|-------------------|------------------|
| 10-003-46079 | BACKFLOW INSPECTIONS | 0.00 | 0.00 | -120.00 | -120.00 | 120.00 | 0.00% |
| 10-003-46080 | RE - INSPECTION | 0.00 | 0.00 | -225.00 | -225.00 | 225.00 | 0.00% |
| 10-003-46081 | SPECIAL EVENT PERMITS | 0.00 | 0.00 | -650.00 | -650.00 | 650.00 | 0.00% |
| 10-003-46082 | REVIEWS/ REQUESTS | -600.00 | 0.00 | -1,817.00 | -1,817.00 | 1,217.00 | 202.83% |
| 10-003-46083 | METER RELEASE | 0.00 | 0.00 | -16,250.00 | -16,250.00 | 16,250.00 | 0.00% |
| 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 | -1,200.00 | -1,200.00 | 1,200.00 | 0.00% |
| 10-003-46095 | FIRE ALARMS | -1,000.00 | 0.00 | -1,500.00 | -1,500.00 | 500.00 | 50.00% |
| 10-003-46099 | FIRE SPRINKLER | -1,000.00 | 0.00 | -6,000.00 | -6,000.00 | 5,000.00 | 500.00% |
| 10-003-46105 | ZONING/RE-ZONING | 0.00 | 0.00 | -650.00 | -650.00 | 650.00 | 0.00% |
| 10-003-46106 | PLATS/RE-PLATS | 0.00 | 0.00 | -744.18 | -744.18 | 744.18 | 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 | -300.00 | -300.00 | 300.00 | 0.00% |
| 20 - LICENSES & PERMITS Totals: | | -438,700.00 | 0.00 | -685,522.33 | -685,522.33 | 246,822.33 | 56.26% |
| Group: 25 - FINES & FORFITURES | | | | | | | |
| 10-006-46060 | NON-PARKING | -100,000.00 | 0.00 | -127,093.41 | -127,093.41 | 27,093.41 | 27.09% |
| 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 | -250.00 | -250.00 | -1,050.00 | -80.77% |
| 10-006-46063 | STATE LAW - CLASS C | -15,000.00 | 0.00 | -3,605.31 | -3,605.31 | -11,394.69 | -75.96% |
| 10-006-46064 | COURT ADMINISTRATION FEES | -75,000.00 | 0.00 | -6,935.99 | -6,935.99 | -68,064.01 | -90.75% |
| 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% |
| 10-006-46102 | TEEN COURT FEE | 0.00 | 0.00 | -160.00 | -160.00 | 160.00 | 0.00% |
| 25 - FINES & FORFITURES Totals: | | -204,600.00 | 0.00 | -138,044.71 | -138,044.71 | -66,555.29 | -32.53% |
| Group: 30 - SERVICE REVENUE | | | | | | | |
| 10-004-46032 | REVENUE RECOVERY | -5,000.00 | 0.00 | -696.00 | -696.00 | -4,304.00 | -86.08% |
| 10-004-46035 | PARKER COUNTY RUN FUNDS | 0.00 | 0.00 | -124.60 | -124.60 | 124.60 | 0.00% |
| 30 - SERVICE REVENUE Totals: | | -5,000.00 | 0.00 | -820.60 | -820.60 | -4,179.40 | -83.59% |
| Group: 35 - OTHER REVENUE | | | | | | | |
| 10-001-46041 | REFUNDS/BANK CREDITS | -100.00 | 0.00 | -1,508.96 | -1,508.96 | 1,408.96 | 1,408.96% |
| 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% |
| 10-004-46030 | VFD CONTRIBUTIONS | 0.00 | 0.00 | -105.00 | -105.00 | 105.00 | 0.00% |
| 10-004-46088 | SALE OF ASSETS | 0.00 | 0.00 | -37,136.75 | -37,136.75 | 37,136.75 | 0.00% |
| 10-005-46024 | SPECIAL EVENT SPONSORSHIP | 0.00 | 0.00 | 1,884.61 | 1,884.61 | -1,884.61 | 0.00% |
| 10-005-46042 | MISCELLANEOUS | -1,100.00 | 0.00 | 0.00 | 0.00 | -1,100.00 | -100.00% |
| 10-006-46042 | MISCELLANEOUS | 0.00 | 0.00 | -874.13 | -874.13 | 874.13 | 0.00% |
| 10-007-46051 | POLICE CONTRIBUTIONS | 0.00 | 0.00 | -5.00 | -5.00 | 5.00 | 0.00% |
| 10-008-46090 | ROAD CONTRIBUTIONS | 0.00 | 0.00 | -5.00 | -5.00 | 5.00 | 0.00% |
| 35 - OTHER REVENUE Totals: | | -1,435.00 | 0.00 | -37,750.23 | -37,750.23 | 36,315.23 | 2,530.68% |

Detail vs Budget Report

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|----------------------------------|-----------------------------|----------------------|-------------------|----------------------|----------------------|--------------------|---------------|
| 10 - GENERAL FUND Totals: | | -4,586,037.00 | 0.00 | -4,261,420.41 | -4,261,420.41 | -324,616.59 | -7.08% |
| Revenue Totals: | | -4,586,037.00 | 0.00 | -4,261,420.41 | -4,261,420.41 | -324,616.59 | -7.08% |
| Expense | | | | | | | |
| Fund: 10 - GENERAL FUND | | | | | | | |
| Group: 50 - PERSONNEL | | | | | | | |
| 10-001-58100 | SALARIES | 137,756.00 | 0.00 | 109,693.55 | 109,693.55 | 28,062.45 | 20.37% |
| 10-001-58101 | PAYROLL EXPENSE | 1,959.00 | 0.00 | 1,582.33 | 1,582.33 | 376.67 | 19.23% |
| 10-001-58102 | WORKERS COMPENSATION | 3,310.00 | 0.00 | 3,392.20 | 3,392.20 | -82.20 | -2.48% |
| 10-001-58103 | HEALTH INSURANCE | 35,605.00 | 0.00 | 12,583.93 | 12,583.93 | 23,021.07 | 64.66% |
| 10-001-58104 | RETIREMENT | 9,756.00 | 0.00 | 5,207.54 | 5,207.54 | 4,548.46 | 46.62% |
| 10-001-58105 | UNEMPLOYMENT INSURANCE | 432.00 | 0.00 | 382.22 | 382.22 | 49.78 | 11.52% |
| 10-001-58107 | CELL PHONE STIPEND | 2,348.00 | 0.00 | 2,060.74 | 2,060.74 | 287.26 | 12.23% |
| 10-001-58125 | DENTAL INSURANCE | 2,415.00 | 0.00 | 956.10 | 956.10 | 1,458.90 | 60.41% |
| 10-001-58126 | LIFE INSURANCE | 591.00 | 0.00 | 192.00 | 192.00 | 399.00 | 67.51% |
| 10-003-58100 | SALARIES | 91,665.00 | 0.00 | 149,812.12 | 149,812.12 | -58,147.12 | -63.43% |
| 10-003-58101 | PAYROLL EXPENSE | 1,304.00 | 0.00 | 2,157.04 | 2,157.04 | -853.04 | -65.42% |
| 10-003-58102 | WORKERS COMPENSATION | 2,207.00 | 0.00 | 2,970.10 | 2,970.10 | -763.10 | -34.58% |
| 10-003-58103 | HEALTH INSURANCE | 7,094.00 | 0.00 | 13,808.60 | 13,808.60 | -6,714.60 | -94.65% |
| 10-003-58104 | RETIREMENT | 6,492.00 | 0.00 | 8,926.73 | 8,926.73 | -2,434.73 | -37.50% |
| 10-003-58105 | UNEMPLOYMENT INSURANCE | 288.00 | 0.00 | 718.91 | 718.91 | -430.91 | -149.62% |
| 10-003-58107 | CELL PHONE STIPEND | 556.00 | 0.00 | 976.19 | 976.19 | -420.19 | -75.57% |
| 10-003-58110 | OVERTIME | 0.00 | 0.00 | 30.11 | 30.11 | -30.11 | 0.00% |
| 10-003-58125 | DENTAL INSURANCE | 452.00 | 0.00 | 925.90 | 925.90 | -473.90 | -104.85% |
| 10-003-58126 | LIFE INSURANCE | 241.00 | 0.00 | 375.84 | 375.84 | -134.84 | -55.95% |
| 10-004-58100 | SALARIES | 713,460.00 | 0.00 | 484,552.00 | 484,552.00 | 228,908.00 | 32.08% |
| 10-004-58101 | PAYROLL EXPENSE | 11,993.00 | 0.00 | 8,874.08 | 8,874.08 | 3,118.92 | 26.01% |
| 10-004-58102 | WORKERS COMPENSATION | 13,872.00 | 0.00 | 16,335.52 | 16,335.52 | -2,463.52 | -17.76% |
| 10-004-58103 | HEALTH INSURANCE | 85,124.00 | 0.00 | 58,760.00 | 58,760.00 | 26,364.00 | 30.97% |
| 10-004-58104 | RETIREMENT | 59,235.00 | 0.00 | 28,566.59 | 28,566.59 | 30,668.41 | 51.77% |
| 10-004-58105 | UNEMPLOYMENT INSURANCE | 1,728.00 | 0.00 | 3,632.68 | 3,632.68 | -1,904.68 | -110.22% |
| 10-004-58107 | CELL PHONE STIPEND | 1,669.00 | 0.00 | 394.63 | 394.63 | 1,274.37 | 76.36% |
| 10-004-58109 | CERTIFICATE PAY | 29,900.00 | 0.00 | 12,500.00 | 12,500.00 | 17,400.00 | 58.19% |
| 10-004-58110 | OVERTIME | 56,650.00 | 0.00 | 59,669.02 | 59,669.02 | -3,019.02 | -5.33% |
| 10-004-58124 | FLOATER SHIFTS | 16,480.00 | 0.00 | 0.00 | 0.00 | 16,480.00 | 100.00% |
| 10-004-58125 | DENTAL INSURANCE | 5,420.00 | 0.00 | 3,940.00 | 3,940.00 | 1,480.00 | 27.31% |
| 10-004-58126 | LIFE INSURANCE | 2,075.00 | 0.00 | 1,463.00 | 1,463.00 | 612.00 | 29.49% |
| 10-004-58127 | PHYSICALS & GYM MEMBERSHIPS | 5,129.00 | 0.00 | 1,440.00 | 1,440.00 | 3,689.00 | 71.92% |
| 10-004-58128 | ACCRUED COMP & VACATION | 0.00 | 0.00 | 13,189.06 | 13,189.06 | -13,189.06 | 0.00% |
| 10-005-58100 | SALARIES | 72,461.00 | 0.00 | 50,884.84 | 50,884.84 | 21,576.16 | 29.78% |
| 10-005-58101 | PAYROLL EXPENSE | 1,031.00 | 0.00 | 717.05 | 717.05 | 313.95 | 30.45% |
| 10-005-58102 | WORKERS COMPENSATION | 1,103.00 | 0.00 | 1,485.04 | 1,485.04 | -382.04 | -34.64% |
| 10-005-58103 | HEALTH INSURANCE | 7,803.00 | 0.00 | 5,582.20 | 5,582.20 | 2,220.80 | 28.46% |
| 10-005-58104 | RETIREMENT | 5,065.00 | 0.00 | 2,083.76 | 2,083.76 | 2,981.24 | 58.86% |

Detail vs Budget Report

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|-------------------------------|-----------------------------|---------------------|-------------------|---------------------|---------------------|-------------------|---------------|
| 10-005-58105 | UNEMPLOYMENT INSURANCE | 144.00 | 0.00 | 252.01 | 252.01 | -108.01 | -75.01% |
| 10-005-58107 | CELL PHONE STIPEND | 540.00 | 0.00 | 394.63 | 394.63 | 145.37 | 26.92% |
| 10-005-58125 | DENTAL INSURANCE | 497.00 | 0.00 | 374.30 | 374.30 | 122.70 | 24.69% |
| 10-005-58126 | LIFE INSURANCE | 173.00 | 0.00 | 126.35 | 126.35 | 46.65 | 26.97% |
| 10-006-58100 | SALARIES | 97,648.00 | 0.00 | 60,967.71 | 60,967.71 | 36,680.29 | 37.56% |
| 10-006-58101 | PAYROLL EXPENSE | 1,500.00 | 0.00 | 1,168.62 | 1,168.62 | 331.38 | 22.09% |
| 10-006-58102 | WORKERS COMPENSATION | 2,207.00 | 0.00 | 2,970.10 | 2,970.10 | -763.10 | -34.58% |
| 10-006-58103 | HEALTH INSURANCE | 16,074.00 | 0.00 | 7,932.60 | 7,932.60 | 8,141.40 | 50.65% |
| 10-006-58104 | RETIREMENT | 7,408.00 | 0.00 | 2,119.56 | 2,119.56 | 5,288.44 | 71.39% |
| 10-006-58105 | UNEMPLOYMENT INSURANCE | 288.00 | 0.00 | 353.56 | 353.56 | -65.56 | -22.76% |
| 10-006-58107 | CELL PHONE STIPEND | 556.00 | 0.00 | 394.63 | 394.63 | 161.37 | 29.02% |
| 10-006-58109 | CERTIFICATE PAY | 1,236.00 | 0.00 | 349.79 | 349.79 | 886.21 | 71.70% |
| 10-006-58110 | OVERTIME | 5,368.00 | 0.00 | 0.00 | 0.00 | 5,368.00 | 100.00% |
| 10-006-58125 | DENTAL INSURANCE | 1,024.00 | 0.00 | 531.90 | 531.90 | 492.10 | 48.06% |
| 10-006-58126 | LIFE INSURANCE | 346.00 | 0.00 | 179.55 | 179.55 | 166.45 | 48.11% |
| 10-006-58132 | BAILIFF DUTIES | 1,442.00 | 0.00 | 0.00 | 0.00 | 1,442.00 | 100.00% |
| 10-007-58100 | SALARIES | 915,317.00 | 0.00 | 663,700.53 | 663,700.53 | 251,616.47 | 27.49% |
| 10-007-58101 | PAYROLL EXPENSE | 15,345.00 | 0.00 | 9,675.19 | 9,675.19 | 5,669.81 | 36.95% |
| 10-007-58102 | WORKERS COMPENSATION | 18,756.00 | 0.00 | 17,820.57 | 17,820.57 | 935.43 | 4.99% |
| 10-007-58103 | HEALTH INSURANCE | 120,593.00 | 0.00 | 76,388.00 | 76,388.00 | 44,205.00 | 36.66% |
| 10-007-58104 | RETIREMENT | 76,195.00 | 0.00 | 32,801.71 | 32,801.71 | 43,393.29 | 56.95% |
| 10-007-58105 | UNEMPLOYMENT INSURANCE | 2,448.00 | 0.00 | 4,123.64 | 4,123.64 | -1,675.64 | -68.45% |
| 10-007-58107 | CELL PHONE STIPEND | 0.00 | 0.00 | 3,785.88 | 3,785.88 | -3,785.88 | 0.00% |
| 10-007-58109 | CERTIFICATE PAY | 12,978.00 | 0.00 | 10,053.43 | 10,053.43 | 2,924.57 | 22.53% |
| 10-007-58110 | OVERTIME | 27,810.00 | 0.00 | 28,399.84 | 28,399.84 | -589.84 | -2.12% |
| 10-007-58125 | DENTAL INSURANCE | 7,679.00 | 0.00 | 5,122.00 | 5,122.00 | 2,557.00 | 33.30% |
| 10-007-58126 | LIFE INSURANCE | 2,940.00 | 0.00 | 1,729.00 | 1,729.00 | 1,211.00 | 41.19% |
| 10-007-58127 | PHYSICALS & GYM MEMBERSHIPS | 4,635.00 | 0.00 | 832.10 | 832.10 | 3,802.90 | 82.05% |
| 10-007-58128 | ACCRUED COMP & VACATION | 0.00 | 0.00 | 2,582.28 | 2,582.28 | -2,582.28 | 0.00% |
| 10-008-58100 | SALARIES | 38,220.00 | 0.00 | 18,495.39 | 18,495.39 | 19,724.61 | 51.61% |
| 10-008-58101 | PAYROLL EXPENSE | 640.00 | 0.00 | 255.60 | 255.60 | 384.40 | 60.06% |
| 10-008-58102 | WORKERS COMPENSATION | 1,103.00 | 0.00 | 1,485.04 | 1,485.04 | -382.04 | -34.64% |
| 10-008-58103 | HEALTH INSURANCE | 8,037.00 | 0.00 | 881.40 | 881.40 | 7,155.60 | 89.03% |
| 10-008-58104 | RETIREMENT | 3,521.00 | 0.00 | 1,313.90 | 1,313.90 | 2,207.10 | 62.68% |
| 10-008-58105 | UNEMPLOYMENT INSURANCE | 144.00 | 0.00 | 0.00 | 0.00 | 144.00 | 100.00% |
| 10-008-58107 | CELL PHONE STIPEND | 556.00 | 0.00 | 0.00 | 0.00 | 556.00 | 100.00% |
| 10-008-58110 | OVERTIME | 4,512.00 | 0.00 | 0.00 | 0.00 | 4,512.00 | 100.00% |
| 10-008-58125 | DENTAL INSURANCE | 512.00 | 0.00 | 59.10 | 59.10 | 452.90 | 88.46% |
| 10-008-58126 | LIFE INSURANCE | 121.00 | 0.00 | 19.95 | 19.95 | 101.05 | 83.51% |
| 50 - PERSONNEL Totals: | | 2,793,182.00 | 0.00 | 2,028,461.48 | 2,028,461.48 | 764,720.52 | 27.38% |
| Group: 55 - SUPPLIES | | | | | | | |
| 10-001-58200 | POSTAGE & SHIPPING | 2,000.00 | 0.00 | 3,049.81 | 3,049.81 | -1,049.81 | -52.49% |
| 10-001-58201 | OFFICE SUPPLIES | 4,500.00 | 0.00 | 5,443.85 | 5,443.85 | -943.85 | -20.97% |

Detail vs Budget Report

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|------------------------------|-------------------------------|---------------|-------------------|----------------|----------------|------------------|-------------|
| 10-001-58202 | FLOWERS/GIFTS/PLAQUES | 2,000.00 | 0.00 | 1,245.68 | 1,245.68 | 754.32 | 37.72% |
| 10-001-58203 | BASIC OPERATING SUPPLIES | 0.00 | 0.00 | 2,790.14 | 2,790.14 | -2,790.14 | 0.00% |
| 10-001-58204 | PRINTING & BINDING | 0.00 | 0.00 | 146.15 | 146.15 | -146.15 | 0.00% |
| 10-001-58205 | MINOR EQUIPMENT: OFFICE | 515.00 | 0.00 | 869.90 | 869.90 | -354.90 | -68.91% |
| 10-001-58208 | UNIFORMS & SUPPLIES | 300.00 | 0.00 | 20.00 | 20.00 | 280.00 | 93.33% |
| 10-001-58214 | FINANCE CHARGES | 0.00 | 0.00 | 709.48 | 709.48 | -709.48 | 0.00% |
| 10-001-58223 | EQUIPMENT | 515.00 | 0.00 | 0.00 | 0.00 | 515.00 | 100.00% |
| 10-001-58265 | FACILITIES MAINT SUPPLIES | 515.00 | 0.00 | 4,480.18 | 4,480.18 | -3,965.18 | -769.94% |
| 10-001-58268 | SUBSCRIPTIONS & PUBLICATIONS | 0.00 | 0.00 | 1,889.70 | 1,889.70 | -1,889.70 | 0.00% |
| 10-001-58269 | PROMOTIONAL SUPPLIES | 0.00 | 0.00 | 598.76 | 598.76 | -598.76 | 0.00% |
| 10-003-58200 | POSTAGE & SHIPPING | 515.00 | 0.00 | 0.00 | 0.00 | 515.00 | 100.00% |
| 10-003-58201 | OFFICE SUPPLIES | 1,030.00 | 0.00 | 4,659.77 | 4,659.77 | -3,629.77 | -352.40% |
| 10-003-58202 | FLOWERS/GIFTS/PLAQUES | 52.00 | 0.00 | 174.32 | 174.32 | -122.32 | -235.23% |
| 10-003-58203 | BASIC OPERATING SUPPLIES | 0.00 | 0.00 | 565.44 | 565.44 | -565.44 | 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 | 703.55 | 703.55 | -394.55 | -127.69% |
| 10-003-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 3,232.65 | 3,232.65 | -3,232.65 | 0.00% |
| 10-004-58200 | POSTAGE & SHIPPING | 824.00 | 0.00 | 0.00 | 0.00 | 824.00 | 100.00% |
| 10-004-58201 | OFFICE SUPPLIES | 2,225.00 | 0.00 | 1,461.59 | 1,461.59 | 763.41 | 34.31% |
| 10-004-58202 | FLOWERS/GIFTS/PLAQUES | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100.00% |
| 10-004-58203 | BASIC OPERATING SUPPLIES | 12,427.00 | 0.00 | 5,356.58 | 5,356.58 | 7,070.42 | 56.90% |
| 10-004-58204 | PRINTING & BINDING | 206.00 | 0.00 | 92.57 | 92.57 | 113.43 | 55.06% |
| 10-004-58205 | MINOR EQUIPMENT: OFFICE | 1,900.00 | 0.00 | 913.55 | 913.55 | 986.45 | 51.92% |
| 10-004-58206 | MV OILS, LUBRICANTS & FLUIDS | 0.00 | 0.00 | 2,708.49 | 2,708.49 | -2,708.49 | 0.00% |
| 10-004-58207 | MV REPAIR & MAINTENANCE | 77,061.00 | 0.00 | 20,884.06 | 20,884.06 | 56,176.94 | 72.90% |
| 10-004-58208 | UNIFORMS & SUPPLIES | 20,169.00 | 0.00 | 17,245.60 | 17,245.60 | 2,923.40 | 14.49% |
| 10-004-58216 | PPE AND SUPPLIES | 60,601.00 | 0.00 | 2,733.26 | 2,733.26 | 57,867.74 | 95.49% |
| 10-004-58217 | MEDICAL SUPPLIES | 14,906.00 | 0.00 | 2,444.38 | 2,444.38 | 12,461.62 | 83.60% |
| 10-004-58219 | FOAM SUPPLIES | 1,803.00 | 0.00 | 0.00 | 0.00 | 1,803.00 | 100.00% |
| 10-004-58220 | ROAD ABSORBENT SUPPLIES | 1,654.00 | 0.00 | 0.00 | 0.00 | 1,654.00 | 100.00% |
| 10-004-58253 | SAFETY EQUIPMENT & SUPPLIES | 18,563.00 | 0.00 | 4,442.52 | 4,442.52 | 14,120.48 | 76.07% |
| 10-004-58260 | BUILDING & FACILITIES REPAIRS | 3,740.00 | 0.00 | 3,755.91 | 3,755.91 | -15.91 | -0.43% |
| 10-004-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 3,179.41 | 3,179.41 | -3,179.41 | 0.00% |
| 10-004-58266 | MINOR EQUIPMENT: FIELD | 0.00 | 0.00 | 329.23 | 329.23 | -329.23 | 0.00% |
| 10-004-58278 | EMERGENCY RESPONSE SUPPLIES | 8,000.00 | 0.00 | 1,438.43 | 1,438.43 | 6,561.57 | 82.02% |
| 10-005-58200 | POSTAGE & SHIPPING | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 100.00% |
| 10-005-58201 | OFFICE SUPPLIES | 1,500.00 | 0.00 | 915.22 | 915.22 | 584.78 | 38.99% |
| 10-005-58202 | FLOWERS/GIFTS/PLAQUES | 1,500.00 | 0.00 | 453.08 | 453.08 | 1,046.92 | 69.79% |
| 10-005-58203 | BASIC OPERATING SUPPLIES | 550.00 | 0.00 | 145.42 | 145.42 | 404.58 | 73.56% |
| 10-005-58204 | PRINTING & BINDING | 515.00 | 0.00 | 232.08 | 232.08 | 282.92 | 54.94% |
| 10-005-58205 | MINOR EQUIPMENT: OFFICE | 2,900.00 | 0.00 | 0.00 | 0.00 | 2,900.00 | 100.00% |
| 10-005-58208 | UNIFORMS & SUPPLIES | 1,350.00 | 0.00 | 205.54 | 205.54 | 1,144.46 | 84.77% |
| 10-005-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 1,479.44 | 1,479.44 | -1,479.44 | 0.00% |

Detail vs Budget Report

Date Range: 10/01/2021 Item 5. 2

| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|------------------------------|--------------------------------|---------------|-------------------|----------------|----------------|------------------|-------------|
| 10-005-58266 | MINOR EQUIPMENT: FIELD | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100.00% |
| 10-005-58269 | PROMOTIONS | 4,600.00 | 0.00 | 1,120.02 | 1,120.02 | 3,479.98 | 75.65% |
| 10-006-58201 | OFFICE SUPPLIES | 1,000.00 | 0.00 | 871.66 | 871.66 | 128.34 | 12.83% |
| 10-006-58202 | FLOWERS/GIFTS/PLAQUES | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 | 100.00% |
| 10-006-58214 | FINANCE CHARGES | 300.00 | 0.00 | 7,577.55 | 7,577.55 | -7,277.55 | -2,425.85% |
| 10-006-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 1,438.14 | 1,438.14 | -1,438.14 | 0.00% |
| 10-007-58200 | POSTAGE & SHIPPING | 309.00 | 0.00 | 361.66 | 361.66 | -52.66 | -17.04% |
| 10-007-58201 | OFFICE SUPPLIES | 5,500.00 | 0.00 | 3,309.57 | 3,309.57 | 2,190.43 | 39.83% |
| 10-007-58202 | FLOWERS/GIFTS/PLAQUES | 438.00 | 0.00 | 875.73 | 875.73 | -437.73 | -99.94% |
| 10-007-58203 | BASIC OPERATING SUPPLIES | 3,000.00 | 0.00 | 2,673.56 | 2,673.56 | 326.44 | 10.88% |
| 10-007-58204 | PRINTING & BINDING | 824.00 | 0.00 | 886.38 | 886.38 | -62.38 | -7.57% |
| 10-007-58205 | MINOR EQUIPMENT: OFFICE | 5,200.00 | 0.00 | 4,830.02 | 4,830.02 | 369.98 | 7.12% |
| 10-007-58206 | MV OILS, LUBRICANTS & FLUIDS | 515.00 | 0.00 | 161.97 | 161.97 | 353.03 | 68.55% |
| 10-007-58207 | MV REPAIR & MAINTENACE | 9,000.00 | 0.00 | 11,251.28 | 11,251.28 | -2,251.28 | -25.01% |
| 10-007-58208 | UNIFORMS & SUPPLIES | 13,800.00 | 0.00 | 13,822.15 | 13,822.15 | -22.15 | -0.16% |
| 10-007-58214 | FINANCE CHARGES | 60.00 | 0.00 | 579.74 | 579.74 | -519.74 | -866.23% |
| 10-007-58253 | SAFETY EQUIPMENT & SUPPLIES | 2,862.00 | 0.00 | 112.98 | 112.98 | 2,749.02 | 96.05% |
| 10-007-58260 | BUILDING & FACILITIES REPAIRS | 6,180.00 | 0.00 | 3,686.30 | 3,686.30 | 2,493.70 | 40.35% |
| 10-007-58265 | FACILITIES MAINT SUPPLIES | 13,975.00 | 0.00 | 10,362.93 | 10,362.93 | 3,612.07 | 25.85% |
| 10-007-58266 | MINOR EQUIPMENT: FIELD | 32,124.00 | 0.00 | 7,824.29 | 7,824.29 | 24,299.71 | 75.64% |
| 10-007-58267 | OPERATING SUPPLIES NON CONSUMA | 1,030.00 | 0.00 | 635.31 | 635.31 | 394.69 | 38.32% |
| 10-007-58268 | SUBSCRIPTIONS & PUBLICATIONS | 3,376.00 | 0.00 | 2,049.93 | 2,049.93 | 1,326.07 | 39.28% |
| 10-007-58270 | MV FUEL | 25,000.00 | 0.00 | 29,860.96 | 29,860.96 | -4,860.96 | -19.44% |
| 10-007-58271 | MV TIRES, TUBES & BATTERIES | 4,120.00 | 0.00 | 4,838.37 | 4,838.37 | -718.37 | -17.44% |
| 10-007-58275 | SPECIAL EVENTS | 1,000.00 | 0.00 | 193.14 | 193.14 | 806.86 | 80.69% |
| 10-007-58276 | AMMUNITION & WEAPONS RELATED | 8,825.00 | 0.00 | 500.00 | 500.00 | 8,325.00 | 94.33% |
| 10-008-58201 | OFFICE SUPPLIES | 0.00 | 0.00 | 418.93 | 418.93 | -418.93 | 0.00% |
| 10-008-58202 | FLOWERS/GIFTS/PLAQUES | 0.00 | 0.00 | 1,613.98 | 1,613.98 | -1,613.98 | 0.00% |
| 10-008-58203 | BASIC OPERATING SUPPLIES | 1,100.00 | 0.00 | 547.44 | 547.44 | 552.56 | 50.23% |
| 10-008-58207 | MV REPAIR & MAINTENACE | 2,500.00 | 0.00 | 100.29 | 100.29 | 2,399.71 | 95.99% |
| 10-008-58208 | UNIFORMS & SUPPLIES | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 10-008-58209 | PAVING MATERIALS | 0.00 | 0.00 | 660.00 | 660.00 | -660.00 | 0.00% |
| 10-008-58210 | TRAFFIC & STREET SIGNS | 3,605.00 | 0.00 | 5,730.40 | 5,730.40 | -2,125.40 | -58.96% |
| 10-008-58222 | MINOR TOOLS | 3,060.00 | 0.00 | 4.78 | 4.78 | 3,055.22 | 99.84% |
| 10-008-58224 | MISC. TOOLS/SUPPLIES | 0.00 | 0.00 | 52.74 | 52.74 | -52.74 | 0.00% |
| 10-008-58225 | ASPHALT MATERIALS | 35,000.00 | 0.00 | 10,097.99 | 10,097.99 | 24,902.01 | 71.15% |
| 10-008-58226 | ROAD BASE MATERIALS - PAVING | 19,800.00 | 0.00 | 0.00 | 0.00 | 19,800.00 | 100.00% |
| 10-008-58227 | ICE & INCLEMENT WEATHER | 4,635.00 | 0.00 | 863.95 | 863.95 | 3,771.05 | 81.36% |
| 10-008-58228 | CONCRETE REPLACEMENT | 15,000.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | 100.00% |
| 10-008-58230 | DRAINAGE | 0.00 | 0.00 | 1,816.14 | 1,816.14 | -1,816.14 | 0.00% |
| 10-008-58251 | BARRICADES/MARKERS | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 100.00% |
| 10-008-58253 | SAFETY EQUIPMENT & SUPPLIES | 1,030.00 | 0.00 | 0.00 | 0.00 | 1,030.00 | 100.00% |
| 10-008-58260 | BUILDING & FACILITIES REPAIRS | 24,000.00 | 0.00 | 3,935.95 | 3,935.95 | 20,064.05 | 83.60% |
| 10-008-58265 | FACILITIES MAINT SUPPLIES | 5,000.00 | 0.00 | 8,674.52 | 8,674.52 | -3,674.52 | -73.49% |

Detail vs Budget Report

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 10-008-58266 | MINOR EQUIPMENT: FIELD | 4,000.00 | 0.00 | 848.91 | 848.91 | 3,151.09 | 78.78% |
| 10-008-58270 | MV FUEL | 11,000.00 | 0.00 | 1,380.93 | 1,380.93 | 9,619.07 | 87.45% |
| 55 - SUPPLIES Totals: | | 523,037.00 | 0.00 | 247,566.33 | 247,566.33 | 275,470.67 | 52.67% |
| Group: 60 - UTILITIES | | | | | | | |
| 10-004-58305 | COMMUNICATION SERVICES | 6,180.00 | 0.00 | 5,112.90 | 5,112.90 | 1,067.10 | 17.27% |
| 10-007-58305 | COMMUNICATION SERVICES | 4,300.00 | 0.00 | 1,037.96 | 1,037.96 | 3,262.04 | 75.86% |
| 10-008-58300 | ELECTRICITY | 35,000.00 | 0.00 | 35,194.92 | 35,194.92 | -194.92 | -0.56% |
| 10-008-58301 | GAS | 5,000.00 | 0.00 | 5,981.04 | 5,981.04 | -981.04 | -19.62% |
| 10-008-58302 | TELEPHONE | 15,000.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | 100.00% |
| 10-008-58305 | COMMUNICATION SERVICES | 45,000.00 | 0.00 | 13,498.66 | 13,498.66 | 31,501.34 | 70.00% |
| 60 - UTILITIES Totals: | | 110,480.00 | 0.00 | 60,825.48 | 60,825.48 | 49,654.52 | 44.94% |
| Group: 65 - CONTRACTUAL SERVICES | | | | | | | |
| 10-001-58400 | TRAVEL & TRAINING | 7,000.00 | 0.00 | 15,764.35 | 15,764.35 | -8,764.35 | -125.21% |
| 10-001-58401 | CONSULTANTS & PROFESSIONALS | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 100.00% |
| 10-001-58402 | ADVERTISING & LEGAL NOTICES | 1,500.00 | 0.00 | 3,792.30 | 3,792.30 | -2,292.30 | -152.82% |
| 10-001-58403 | PRINTING & BINDING | 3,600.00 | 0.00 | 0.00 | 0.00 | 3,600.00 | 100.00% |
| 10-001-58404 | PROPERTY & LIABILITY | 7,000.00 | 0.00 | 6,158.32 | 6,158.32 | 841.68 | 12.02% |
| 10-001-58406 | PROFESSIONAL LICENSE | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 10-001-58407 | DUES & MEMBERSHIPS | 3,000.00 | 0.00 | 1,187.00 | 1,187.00 | 1,813.00 | 60.43% |
| 10-001-58408 | SPECIAL EVENTS | 0.00 | 0.00 | 11,372.98 | 11,372.98 | -11,372.98 | 0.00% |
| 10-001-58415 | FINES & PENALTIES | 0.00 | 0.00 | 27.00 | 27.00 | -27.00 | 0.00% |
| 10-001-58417 | ACCOUNTING & AUDITOR | 40,000.00 | 0.00 | 29,743.60 | 29,743.60 | 10,256.40 | 25.64% |
| 10-001-58418 | CONTRACTUAL SERVICES | 48,000.00 | 0.00 | 59,013.91 | 59,013.91 | -11,013.91 | -22.95% |
| 10-001-58426 | SOFTWARE TECH SUPPORT | 15,000.00 | 0.00 | 74,020.56 | 74,020.56 | -59,020.56 | -393.47% |
| 10-001-58437 | BLACKBOARD CONNECT | 2,750.00 | 0.00 | 0.00 | 0.00 | 2,750.00 | 100.00% |
| 10-001-58438 | IT CONTRACT | 3,852.00 | 0.00 | 2,886.84 | 2,886.84 | 965.16 | 25.06% |
| 10-001-58451 | EQUIPMENT RENTAL | 9,600.00 | 0.00 | 11,308.15 | 11,308.15 | -1,708.15 | -17.79% |
| 10-003-58400 | TRAVEL & TRAINING | 3,000.00 | 0.00 | 2,115.58 | 2,115.58 | 884.42 | 29.48% |
| 10-003-58401 | CONSULTANTS & PROFESSIONALS | 108,150.00 | 0.00 | 155,057.04 | 155,057.04 | -46,907.04 | -43.37% |
| 10-003-58402 | ADVERTISING & LEGAL NOTICES | 5,150.00 | 0.00 | 888.50 | 888.50 | 4,261.50 | 82.75% |
| 10-003-58404 | PROPERTY & LIABILITY | 5,150.00 | 0.00 | 7,510.15 | 7,510.15 | -2,360.15 | -45.83% |
| 10-003-58407 | DUES & MEMBERSHIPS | 721.00 | 0.00 | 0.00 | 0.00 | 721.00 | 100.00% |
| 10-003-58418 | CONTRACTUAL SERVICES | 28,100.00 | 0.00 | 54,875.33 | 54,875.33 | -26,775.33 | -95.29% |
| 10-003-58423 | FOOD SERVICE INSPECTOR | 5,870.00 | 0.00 | 8,990.00 | 8,990.00 | -3,120.00 | -53.15% |
| 10-003-58424 | ENGINEERING/CITY ENGINEER | 5,150.00 | 0.00 | 31,354.20 | 31,354.20 | -26,204.20 | -508.82% |
| 10-003-58426 | SOFTWARE TECH SUPPORT | 0.00 | 0.00 | 662.42 | 662.42 | -662.42 | 0.00% |
| 10-003-58435 | POOL INSPECTOR | 1,700.00 | 0.00 | 675.00 | 675.00 | 1,025.00 | 60.29% |
| 10-003-58438 | IT CONTRACT | 3,968.00 | 0.00 | 2,886.84 | 2,886.84 | 1,081.16 | 27.25% |
| 10-003-58463 | ECONOMIC DEVELOPMENT | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100.00% |
| 10-004-58400 | TRAVEL & TRAINING | 28,054.00 | 0.00 | 12,393.76 | 12,393.76 | 15,660.24 | 55.82% |
| 10-004-58401 | CONSULTANTS & PROFESSIONALS | 3,605.00 | 0.00 | 0.00 | 0.00 | 3,605.00 | 100.00% |
| 10-004-58403 | PRINTING & BINDING | 206.00 | 0.00 | 0.00 | 0.00 | 206.00 | 100.00% |
| 10-004-58404 | PROPERTY & LIABILITY | 5,150.00 | 0.00 | 7,510.15 | 7,510.15 | -2,360.15 | -45.83% |

Detail vs Budget Report

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|------------------------------|-----------------------------|---------------|-------------------|----------------|----------------|------------------|-------------|
| 10-004-58407 | DUES & MEMBERSHIPS | 542.00 | 0.00 | 209.00 | 209.00 | 333.00 | 61.44% |
| 10-004-58418 | CONTRACTUAL SERVICES | 65,207.00 | 0.00 | 39,147.01 | 39,147.01 | 26,059.99 | 39.97% |
| 10-004-58426 | SOFTWARE TECH SUPPORT | 0.00 | 0.00 | 30.50 | 30.50 | -30.50 | 0.00% |
| 10-004-58427 | EQUIPMENT TECH SUPPORT | 20,540.00 | 0.00 | 3,536.68 | 3,536.68 | 17,003.32 | 82.78% |
| 10-004-58437 | BLACKBOARD CONNECT | 1,071.00 | 0.00 | 0.00 | 0.00 | 1,071.00 | 100.00% |
| 10-004-58438 | IT CONTRACT | 3,968.00 | 0.00 | 2,886.84 | 2,886.84 | 1,081.16 | 27.25% |
| 10-004-58452 | VEHICLE LEASE | 0.00 | 0.00 | 9,786.45 | 9,786.45 | -9,786.45 | 0.00% |
| 10-005-58400 | TRAVEL & TRAINING | 10,000.00 | 0.00 | 4,741.40 | 4,741.40 | 5,258.60 | 52.59% |
| 10-005-58401 | CONSULTANTS & PROFESSIONALS | 8,000.00 | 0.00 | 0.00 | 0.00 | 8,000.00 | 100.00% |
| 10-005-58402 | ADVERTISING & LEGAL NOTICES | 2,000.00 | 0.00 | 1,170.00 | 1,170.00 | 830.00 | 41.50% |
| 10-005-58404 | PROPERTY & LIABILITY | 5,500.00 | 0.00 | 7,510.15 | 7,510.15 | -2,010.15 | -36.55% |
| 10-005-58406 | PROFESSIONAL LICENSE | 400.00 | 0.00 | 0.00 | 0.00 | 400.00 | 100.00% |
| 10-005-58407 | DUES & MEMBERSHIPS | 10,200.00 | 0.00 | 9,472.00 | 9,472.00 | 728.00 | 7.14% |
| 10-005-58408 | SPECIAL EVENTS | 12,500.00 | 0.00 | 8,855.97 | 8,855.97 | 3,644.03 | 29.15% |
| 10-005-58416 | LEGAL/CITY ATTORNEY | 45,000.00 | 0.00 | 32,542.45 | 32,542.45 | 12,457.55 | 27.68% |
| 10-005-58418 | CONTRACTUAL SERVICES | 4,400.00 | 0.00 | 0.00 | 0.00 | 4,400.00 | 100.00% |
| 10-005-58419 | ELECTIONS ADMINISTRATION | 5,700.00 | 0.00 | 0.00 | 0.00 | 5,700.00 | 100.00% |
| 10-005-58426 | SOFTWARE TECH SUPPORT | 500.00 | 0.00 | 869.62 | 869.62 | -369.62 | -73.92% |
| 10-005-58437 | BLACKBOARD CONNECT | 1,071.00 | 0.00 | 0.00 | 0.00 | 1,071.00 | 100.00% |
| 10-005-58438 | IT CONTRACT | 3,968.00 | 0.00 | 2,886.84 | 2,886.84 | 1,081.16 | 27.25% |
| 10-005-58450 | GOVERNMENT & MISC OPERATING | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 100.00% |
| 10-006-58400 | TRAVEL & TRAINING | 3,000.00 | 0.00 | 476.94 | 476.94 | 2,523.06 | 84.10% |
| 10-006-58404 | PROPERTY & LIABILITY | 5,150.00 | 0.00 | 7,510.15 | 7,510.15 | -2,360.15 | -45.83% |
| 10-006-58406 | PROFESSIONAL LICENSE | 0.00 | 0.00 | 157.50 | 157.50 | -157.50 | 0.00% |
| 10-006-58407 | DUES & MEMBERSHIPS | 82.00 | 0.00 | 55.00 | 55.00 | 27.00 | 32.93% |
| 10-006-58416 | LEGAL/CITY ATTORNEY | 10,000.00 | 0.00 | 6,750.00 | 6,750.00 | 3,250.00 | 32.50% |
| 10-006-58418 | CONTRACTUAL SERVICES | 0.00 | 0.00 | 196.33 | 196.33 | -196.33 | 0.00% |
| 10-006-58421 | MUNICIPAL JUDGE | 14,400.00 | 0.00 | 10,800.00 | 10,800.00 | 3,600.00 | 25.00% |
| 10-006-58422 | MAGISTRATE | 3,000.00 | 0.00 | 2,200.00 | 2,200.00 | 800.00 | 26.67% |
| 10-006-58426 | SOFTWARE TECH SUPPORT | 0.00 | 0.00 | 1,515.94 | 1,515.94 | -1,515.94 | 0.00% |
| 10-006-58438 | IT CONTRACT | 4,000.00 | 0.00 | 2,886.84 | 2,886.84 | 1,113.16 | 27.83% |
| 10-006-58441 | JURY SERVICE | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 | 100.00% |
| 10-007-58400 | TRAVEL & TRAINING | 8,500.00 | 0.00 | 4,557.04 | 4,557.04 | 3,942.96 | 46.39% |
| 10-007-58402 | ADVERTISING & LEGAL NOTICES | 103.00 | 0.00 | 0.00 | 0.00 | 103.00 | 100.00% |
| 10-007-58403 | PRINTING & BINDING | 618.00 | 0.00 | 29.00 | 29.00 | 589.00 | 95.31% |
| 10-007-58404 | PROPERTY & LIABILITY | 5,150.00 | 0.00 | 7,510.15 | 7,510.15 | -2,360.15 | -45.83% |
| 10-007-58407 | DUES & MEMBERSHIPS | 1,700.00 | 0.00 | 866.59 | 866.59 | 833.41 | 49.02% |
| 10-007-58410 | LAB TESTING | 3,000.00 | 0.00 | 1,465.00 | 1,465.00 | 1,535.00 | 51.17% |
| 10-007-58418 | CONTRACTUAL SERVICES | 71,500.00 | 0.00 | 38,275.86 | 38,275.86 | 33,224.14 | 46.47% |
| 10-007-58420 | INMATE HOUSING | 1,200.00 | 0.00 | 458.25 | 458.25 | 741.75 | 61.81% |
| 10-007-58426 | SOFTWARE TECH SUPPORT | 0.00 | 0.00 | 3,914.18 | 3,914.18 | -3,914.18 | 0.00% |
| 10-007-58437 | BLACKBOARD CONNECT | 1,071.00 | 0.00 | 0.00 | 0.00 | 1,071.00 | 100.00% |
| 10-007-58438 | IT CONTRACT | 3,968.00 | 0.00 | 2,886.84 | 2,886.84 | 1,081.16 | 27.25% |
| 10-007-58450 | GOVERNMENT & MISC OPERATING | 650.00 | 0.00 | 94.00 | 94.00 | 556.00 | 85.54% |

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|--|-----------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------|
| 10-007-58452 | VEHICLE LEASE | 59,745.00 | 0.00 | 39,922.90 | 39,922.90 | 19,822.10 | 33.18% |
| 10-007-58462 | ANIMAL CONTROL | 66,550.00 | 0.00 | 40,837.50 | 40,837.50 | 25,712.50 | 38.64% |
| 10-008-58400 | TRAVEL & TRAINING | 3,000.00 | 0.00 | 3,190.58 | 3,190.58 | -190.58 | -6.35% |
| 10-008-58404 | PROPERTY & LIABILITY | 6,500.00 | 0.00 | 7,510.15 | 7,510.15 | -1,010.15 | -15.54% |
| 10-008-58405 | REPAIR & MAINTENANCE | 0.00 | 0.00 | 702.21 | 702.21 | -702.21 | 0.00% |
| 10-008-58412 | OTHER RENTAL | 0.00 | 0.00 | 1,707.98 | 1,707.98 | -1,707.98 | 0.00% |
| 10-008-58413 | CONTRACT STREET REPAIR | 0.00 | 0.00 | 49,530.60 | 49,530.60 | -49,530.60 | 0.00% |
| 10-008-58414 | FINANCE CHARGES | 0.00 | 0.00 | 6.14 | 6.14 | -6.14 | 0.00% |
| 10-008-58415 | FINES & PENALTIES | 0.00 | 0.00 | 31.14 | 31.14 | -31.14 | 0.00% |
| 10-008-58418 | CONTRACTUAL SERVICES | 15,000.00 | 0.00 | 22,601.31 | 22,601.31 | -7,601.31 | -50.68% |
| 10-008-58424 | ENGINEERING/CITY ENGINEER | 15,000.00 | 0.00 | 32,508.53 | 32,508.53 | -17,508.53 | -116.72% |
| 10-008-58425 | SOLID WASTE COLLECTION | 7,000.00 | 0.00 | 3,267.88 | 3,267.88 | 3,732.12 | 53.32% |
| 10-008-58426 | SOFTWARE TECH SUPPORT | 0.00 | 0.00 | 3,633.41 | 3,633.41 | -3,633.41 | 0.00% |
| 10-008-58438 | IT CONTRACT | 4,000.00 | 0.00 | 2,886.84 | 2,886.84 | 1,113.16 | 27.83% |
| 10-008-58450 | GOVERNMENT & MISC OPERATING | 45,320.00 | 0.00 | 0.00 | 0.00 | 45,320.00 | 100.00% |
| 10-008-58451 | EQUIPMENT RENTAL | 2,060.00 | 0.00 | 0.00 | 0.00 | 2,060.00 | 100.00% |
| 10-008-58452 | VEHICLE LEASE | 0.00 | 0.00 | -124.15 | -124.15 | 124.15 | 0.00% |
| 65 - CONTRACTUAL SERVICES Totals: | | 939,810.00 | 0.00 | 924,657.52 | 924,657.52 | 15,152.48 | 1.61% |
| Group: 70 - TRANSFERS & RESTRICTED FUNDS | | | | | | | |
| 10-001-58716 | PAYING AGENT FEES | 0.00 | 0.00 | 300.00 | 300.00 | -300.00 | 0.00% |
| 70 - TRANSFERS & RESTRICTED FUNDS Totals: | | 0.00 | 0.00 | 300.00 | 300.00 | -300.00 | 0.00% |
| Group: 75 - CAPITAL OUTLAY | | | | | | | |
| 10-001-58600 | OFFICE EQUIPMENT | 0.00 | 0.00 | 2,273.25 | 2,273.25 | -2,273.25 | 0.00% |
| 10-003-58600 | OFFICE EQUIPMENT | 0.00 | 0.00 | 1,142.50 | 1,142.50 | -1,142.50 | 0.00% |
| 10-003-58612 | SOFTWARE | 0.00 | 0.00 | 105.00 | 105.00 | -105.00 | 0.00% |
| 10-005-58624 | EQUIPMENT PURCHASE | 0.00 | 0.00 | 2,188.25 | 2,188.25 | -2,188.25 | 0.00% |
| 10-006-58600 | OFFICE EQUIPMENT | 0.00 | 0.00 | 2,031.16 | 2,031.16 | -2,031.16 | 0.00% |
| 10-007-58601 | VEHICLES | 94,945.00 | 0.00 | 0.00 | 0.00 | 94,945.00 | 100.00% |
| 10-007-58624 | EQUIPMENT PURCHASE | 0.00 | 0.00 | 101.50 | 101.50 | -101.50 | 0.00% |
| 10-008-58609 | FACILITIES: PARKS | 30,000.00 | 0.00 | 34,439.49 | 34,439.49 | -4,439.49 | -14.80% |
| 75 - CAPITAL OUTLAY Totals: | | 124,945.00 | 0.00 | 42,281.15 | 42,281.15 | 82,663.85 | 66.16% |
| 10 - GENERAL FUND Totals: | | 4,491,454.00 | 0.00 | 3,304,091.96 | 3,304,091.96 | 1,187,362.04 | 26.44% |
| Expense Totals: | | 4,491,454.00 | 0.00 | 3,304,091.96 | 3,304,091.96 | 1,187,362.04 | 26.44% |
| 10 - GENERAL FUND Totals: | | -94,583.00 | 0.00 | -957,328.45 | -957,328.45 | 862,745.45 | |
| 20 - WATER FUND | | | | | | | |
| Revenue | | | | | | | |
| Fund: 20 - WATER FUND | | | | | | | |
| Group: 15 - ADMINISTRATIVE FEES | | | | | | | |
| 20-020-45005 | INTEREST REVENUE | -10,000.00 | 0.00 | -5,205.46 | -5,205.46 | -4,794.54 | -47.95% |
| 20-020-46005 | INTEREST - OPERATING FUND | 0.00 | 0.00 | 345.23 | 345.23 | -345.23 | 0.00% |
| 20-020-46087 | CREDIT CARD FEES | 0.00 | 0.00 | -167.07 | -167.07 | 167.07 | 0.00% |

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---|--------------------------------|----------------------|-------------------|----------------------|----------------------|--------------------|----------------|
| 15 - ADMINISTRATIVE FEES Totals: | | -10,000.00 | 0.00 | -5,027.30 | -5,027.30 | -4,972.70 | -49.73% |
| Group: 35 - OTHER REVENUE | | | | | | | |
| 20-020-45032 | REIMBURSEMENT FOR REPAIRS | -500.00 | 0.00 | -3,501.40 | -3,501.40 | 3,001.40 | 600.28% |
| 20-020-45041 | REFUNDS/ BANK CREDITS | -500.00 | 0.00 | 0.00 | 0.00 | -500.00 | -100.00% |
| 20-020-45042 | MISCELLANEOUS REVENUE | -5,000.00 | 0.00 | 819.68 | 819.68 | -5,819.68 | -116.39% |
| 20-020-45051 | SALE OF RECYCLED MATERIALS | -5,000.00 | 0.00 | 0.00 | 0.00 | -5,000.00 | -100.00% |
| 20-020-46088 | SALE OF ASSETS | 0.00 | 0.00 | -18,749.25 | -18,749.25 | 18,749.25 | 0.00% |
| 35 - OTHER REVENUE Totals: | | -11,000.00 | 0.00 | -21,430.97 | -21,430.97 | 10,430.97 | 94.83% |
| Group: 40 - TRANSFERS | | | | | | | |
| 20-020-48756 | 2019 COOS - TWDB - FT WORTH WT | -264,782.00 | 0.00 | -226,606.80 | -226,606.80 | -38,175.20 | -14.42% |
| 20-020-48757 | WP CO S21 | -138,692.00 | 0.00 | -93,548.40 | -93,548.40 | -45,143.60 | -32.55% |
| 40 - TRANSFERS Totals: | | -403,474.00 | 0.00 | -320,155.20 | -320,155.20 | -83,318.80 | -20.65% |
| Group: 45 - UTILITY REVENUE | | | | | | | |
| 20-020-45000 | USER CHARGES | -2,450,000.00 | 0.00 | -1,759,489.23 | -1,759,489.23 | -690,510.77 | -28.18% |
| 20-020-45001 | PENALTIES | -35,000.00 | 0.00 | -19,935.41 | -19,935.41 | -15,064.59 | -43.04% |
| 20-020-45002 | NEW ACCOUNT FEES | -20,000.00 | 0.00 | -15,836.43 | -15,836.43 | -4,163.57 | -20.82% |
| 20-020-45003 | TAP FEES | -3,000.00 | 0.00 | -1,000.00 | -1,000.00 | -2,000.00 | -66.67% |
| 20-020-45004 | IMPACT FEES | -200,000.00 | 0.00 | -117,894.22 | -117,894.22 | -82,105.78 | -41.05% |
| 20-020-45007 | METER FEE | -25,000.00 | 0.00 | -29,287.42 | -29,287.42 | 4,287.42 | 17.15% |
| 20-020-45008 | METER BOX FEE | -4,500.00 | 0.00 | -5,525.00 | -5,525.00 | 1,025.00 | 22.78% |
| 20-020-45030 | RECONNECT FEES | -10,000.00 | 0.00 | -5,456.45 | -5,456.45 | -4,543.55 | -45.44% |
| 20-020-45031 | NSF FEES | -600.00 | 0.00 | -390.00 | -390.00 | -210.00 | -35.00% |
| 20-020-45048 | BORE FEES | -500.00 | 0.00 | 0.00 | 0.00 | -500.00 | -100.00% |
| 45 - UTILITY REVENUE Totals: | | -2,748,600.00 | 0.00 | -1,954,814.16 | -1,954,814.16 | -793,785.84 | -28.88% |
| 20 - WATER FUND Totals: | | -3,173,074.00 | 0.00 | -2,301,427.63 | -2,301,427.63 | -871,646.37 | -27.47% |
| Revenue Totals: | | -3,173,074.00 | 0.00 | -2,301,427.63 | -2,301,427.63 | -871,646.37 | -27.47% |
| Expense | | | | | | | |
| Fund: 20 - WATER FUND | | | | | | | |
| Group: 50 - PERSONNEL | | | | | | | |
| 20-020-58100 | SALARIES | 609,970.00 | 0.00 | 443,561.45 | 443,561.45 | 166,408.55 | 27.28% |
| 20-020-58101 | PAYROLL EXPENSE | 9,294.00 | 0.00 | 6,838.55 | 6,838.55 | 2,455.45 | 26.42% |
| 20-020-58102 | WORKERS COMPENSATION | 11,033.00 | 0.00 | 11,880.38 | 11,880.38 | -847.38 | -7.68% |
| 20-020-58103 | HEALTH INSURANCE | 75,000.00 | 0.00 | 59,819.18 | 59,819.18 | 15,180.82 | 20.24% |
| 20-020-58104 | RETIREMENT | 46,148.00 | 0.00 | 23,179.56 | 23,179.56 | 22,968.44 | 49.77% |
| 20-020-58105 | UNEMPLOYMENT INSURANCE | 1,440.00 | 0.00 | 2,561.45 | 2,561.45 | -1,121.45 | -77.88% |
| 20-020-58107 | CELL PHONE STIPEND | 4,860.00 | 0.00 | 2,637.79 | 2,637.79 | 2,222.21 | 45.72% |
| 20-020-58109 | CERTIFICATE PAY | 1,000.00 | 0.00 | 2,529.02 | 2,529.02 | -1,529.02 | -152.90% |
| 20-020-58110 | OVERTIME | 16,817.00 | 0.00 | 23,356.93 | 23,356.93 | -6,539.93 | -38.89% |
| 20-020-58125 | DENTAL INSURANCE | 4,517.00 | 0.00 | 4,004.06 | 4,004.06 | 512.94 | 11.36% |
| 20-020-58126 | LIFE INSURANCE | 1,729.00 | 0.00 | 1,263.87 | 1,263.87 | 465.13 | 26.90% |
| 20-020-58128 | ACCRUED COMP & VACATION | 3,204.00 | 0.00 | 231.00 | 231.00 | 2,973.00 | 92.79% |

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 50 - PERSONNEL Totals: | | 785,012.00 | 0.00 | 581,863.24 | 581,863.24 | 203,148.76 | 25.88% |
| Group: 55 - SUPPLIES | | | | | | | |
| 20-020-58200 | POSTAGE & SHIPPING | 3,000.00 | 0.00 | 760.81 | 760.81 | 2,239.19 | 74.64% |
| 20-020-58201 | OFFICE SUPPLIES | 7,500.00 | 0.00 | 1,746.75 | 1,746.75 | 5,753.25 | 76.71% |
| 20-020-58202 | FLOWERS/GIFTS/PLAQUES | 300.00 | 0.00 | 15.13 | 15.13 | 284.87 | 94.96% |
| 20-020-58203 | BASIC OPERATING SUPPLIES | 2,000.00 | 0.00 | 1,972.20 | 1,972.20 | 27.80 | 1.39% |
| 20-020-58205 | MINOR EQUIPMENT: OFFICE | 3,000.00 | 0.00 | 1,712.23 | 1,712.23 | 1,287.77 | 42.93% |
| 20-020-58207 | MV REPAIR & MAINTENANCE | 10,400.00 | 0.00 | 4,181.83 | 4,181.83 | 6,218.17 | 59.79% |
| 20-020-58208 | UNIFORMS & SUPPLIES | 5,370.00 | 0.00 | 2,993.03 | 2,993.03 | 2,376.97 | 44.26% |
| 20-020-58214 | FINANCE CHARGES | 5,000.00 | 0.00 | 31,460.76 | 31,460.76 | -26,460.76 | -529.22% |
| 20-020-58222 | MINOR TOOLS | 0.00 | 0.00 | 652.00 | 652.00 | -652.00 | 0.00% |
| 20-020-58223 | EQUIPMENT | 0.00 | 0.00 | 34.90 | 34.90 | -34.90 | 0.00% |
| 20-020-58224 | MISC. TOOLS/SUPPLIES | 3,500.00 | 0.00 | 2,700.21 | 2,700.21 | 799.79 | 22.85% |
| 20-020-58227 | ICE & INCLEMENT WEATHER | 0.00 | 0.00 | 635.65 | 635.65 | -635.65 | 0.00% |
| 20-020-58230 | CHEMICALS | 12,000.00 | 0.00 | 32,764.36 | 32,764.36 | -20,764.36 | -173.04% |
| 20-020-58231 | WATER METERS | 0.00 | 0.00 | 37,112.28 | 37,112.28 | -37,112.28 | 0.00% |
| 20-020-58232 | FIRE HYDRANTS | 10,000.00 | 0.00 | 1,305.58 | 1,305.58 | 8,694.42 | 86.94% |
| 20-020-58233 | ROAD BASE MATERIAL - MAIN BREA | 0.00 | 0.00 | 1,202.90 | 1,202.90 | -1,202.90 | 0.00% |
| 20-020-58253 | SAFETY EQUIPMENT & SUPPLIES | 2,500.00 | 0.00 | 871.74 | 871.74 | 1,628.26 | 65.13% |
| 20-020-58260 | BUILDING & FACILITIES REPAIRS | 10,000.00 | 0.00 | 10,286.44 | 10,286.44 | -286.44 | -2.86% |
| 20-020-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 3,257.22 | 3,257.22 | -3,257.22 | 0.00% |
| 20-020-58266 | MINOR EQUIPMENT: FIELD | 3,000.00 | 0.00 | 69.22 | 69.22 | 2,930.78 | 97.69% |
| 20-020-58268 | SUBSCRIPTIONS & PUBLICATIONS | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100.00% |
| 20-020-58270 | MV FUEL | 30,000.00 | 0.00 | 43,727.71 | 43,727.71 | -13,727.71 | -45.76% |
| 20-020-58281 | WATER DISTRIBUTION SUPPLIES | 125,000.00 | 0.00 | 121,853.14 | 121,853.14 | 3,146.86 | 2.52% |
| 20-020-58282 | WATER PRODUCTION SUPPLIES | 65,000.00 | 0.00 | 681.00 | 681.00 | 64,319.00 | 98.95% |
| 55 - SUPPLIES Totals: | | 298,070.00 | 0.00 | 301,997.09 | 301,997.09 | -3,927.09 | -1.32% |
| Group: 60 - UTILITIES | | | | | | | |
| 20-020-58300 | ELECTRICITY | 100,000.00 | 0.00 | 80,279.21 | 80,279.21 | 19,720.79 | 19.72% |
| 20-020-58304 | MOBILE TELEPHONE | 5,700.00 | 0.00 | 3,699.99 | 3,699.99 | 2,000.01 | 35.09% |
| 20-020-58305 | COMMUNICATION SERVICES | 6,132.00 | 0.00 | 0.00 | 0.00 | 6,132.00 | 100.00% |
| 60 - UTILITIES Totals: | | 111,832.00 | 0.00 | 83,979.20 | 83,979.20 | 27,852.80 | 24.91% |
| Group: 65 - CONTRACTUAL SERVICES | | | | | | | |
| 20-020-58400 | TRAVEL & TRAINING | 5,000.00 | 0.00 | 7,752.83 | 7,752.83 | -2,752.83 | -55.06% |
| 20-020-58401 | CONSULTANTS & PROFESSIONALS | 25,000.00 | 0.00 | 29,675.54 | 29,675.54 | -4,675.54 | -18.70% |
| 20-020-58402 | ADVERTISING & LEGAL NOTICES | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 20-020-58403 | PRINTING & BINDING | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 100.00% |
| 20-020-58404 | PROPERTY & LIABILITY | 5,500.00 | 0.00 | 7,510.15 | 7,510.15 | -2,010.15 | -36.55% |
| 20-020-58407 | DUES & MEMBERSHIPS | 750.00 | 0.00 | 45.00 | 45.00 | 705.00 | 94.00% |
| 20-020-58409 | PERMITS & APPLICATIONS | 5,000.00 | 0.00 | 5,566.40 | 5,566.40 | -566.40 | -11.33% |
| 20-020-58410 | LAB TESTING | 30,000.00 | 0.00 | 5,352.14 | 5,352.14 | 24,647.86 | 82.16% |
| 20-020-58411 | PROPERTY DAMAGE | 2,500.00 | 0.00 | -1,400.00 | -1,400.00 | 3,900.00 | 156.00% |
| 20-020-58414 | FINANCE CHARGES | 0.00 | 0.00 | 21.66 | 21.66 | -21.66 | 0.00% |

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| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|--|--------------------------------|---------------------|-------------------|---------------------|---------------------|-------------------|-----------------|
| 20-020-58416 | LEGAL/CITY ATTORNEY | 0.00 | 0.00 | 6,995.00 | 6,995.00 | -6,995.00 | 0.00% |
| 20-020-58417 | ACCOUNTING & AUDITOR | 13,500.00 | 0.00 | 5,950.00 | 5,950.00 | 7,550.00 | 55.93% |
| 20-020-58418 | CONTRACTUAL SERVICES | 0.00 | 0.00 | 30,924.79 | 30,924.79 | -30,924.79 | 0.00% |
| 20-020-58424 | ENGINEERING/CITY ENGINEER | 36,000.00 | 0.00 | 13,473.19 | 13,473.19 | 22,526.81 | 62.57% |
| 20-020-58425 | SOLID WASTE COLLECTION | 1,700.00 | 0.00 | 132.64 | 132.64 | 1,567.36 | 92.20% |
| 20-020-58426 | SOFTWARE TECH SUPPORT | 6,000.00 | 0.00 | 2,091.60 | 2,091.60 | 3,908.40 | 65.14% |
| 20-020-58427 | EQUIPMENT TECH SUPPORT | 0.00 | 0.00 | 797.25 | 797.25 | -797.25 | 0.00% |
| 20-020-58437 | BLACKBOARD CONNECT | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 100.00% |
| 20-020-58438 | IT CONTRACT | 4,000.00 | 0.00 | 2,886.84 | 2,886.84 | 1,113.16 | 27.83% |
| 20-020-58443 | WELL SITE REPAIRS | 25,000.00 | 0.00 | 30,600.49 | 30,600.49 | -5,600.49 | -22.40% |
| 20-020-58444 | EQUIPMENT MAINTENANCE | 5,000.00 | 0.00 | 2,758.86 | 2,758.86 | 2,241.14 | 44.82% |
| 20-020-58447 | WATER TANK MAINTENANCE | 35,000.00 | 0.00 | 4,924.00 | 4,924.00 | 30,076.00 | 85.93% |
| 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 | 5,442.58 | 5,442.58 | 2,557.42 | 31.97% |
| 20-020-58452 | VEHICLE LEASE | 0.00 | 0.00 | 52,152.00 | 52,152.00 | -52,152.00 | 0.00% |
| 20-020-58469 | WATER DISTRIBUTION CONTRACTUAL | 75,000.00 | 0.00 | 20,529.14 | 20,529.14 | 54,470.86 | 72.63% |
| 20-020-58470 | WATER PRODUCTION CONTRACTUAL | 50,000.00 | 0.00 | 112,170.64 | 112,170.64 | -62,170.64 | -124.34% |
| 65 - CONTRACTUAL SERVICES Totals: | | 364,450.00 | 0.00 | 346,352.74 | 346,352.74 | 18,097.26 | 4.97% |
| Group: 70 - TRANSFERS & RESTRICTED FUNDS | | | | | | | |
| 20-020-58716 | PAYING AGENT FEES | 0.00 | 0.00 | 1,250.00 | 1,250.00 | -1,250.00 | 0.00% |
| 20-020-58735 | 2010 REFUNDING | 50,000.00 | 0.00 | 0.00 | 0.00 | 50,000.00 | 100.00% |
| 20-020-58736 | 2012 REFUNDING | 104,650.00 | 0.00 | 103,075.00 | 103,075.00 | 1,575.00 | 1.51% |
| 20-020-58741 | TRANSFER TO GENERAL FUND | 240,000.00 | 0.00 | 0.00 | 0.00 | 240,000.00 | 100.00% |
| 20-020-58745 | FRANCHISE FEES | 130,000.00 | 0.00 | -80.67 | -80.67 | 130,080.67 | 100.06% |
| 20-020-58746 | 2014 TWDB COB | 40,235.00 | 0.00 | 35,205.00 | 35,205.00 | 5,030.00 | 12.50% |
| 20-020-58748 | 2016 TWDB COB | 46,178.00 | 0.00 | 49,344.25 | 49,344.25 | -3,166.25 | -6.86% |
| 20-020-58749 | PP FINANCE CONTRACT 6804 | 18,419.00 | 0.00 | 18,418.80 | 18,418.80 | 0.20 | 0.00% |
| 20-020-58755 | 2015 COB | 53,680.00 | 0.00 | 43,967.74 | 43,967.74 | 9,712.26 | 18.09% |
| 20-020-58756 | 2019 COOS - TWDB - FT WORTH WT | 509,195.00 | 0.00 | 472,097.50 | 472,097.50 | 37,097.50 | 7.29% |
| 20-020-58757 | WP CO S21 DEBT SERVICE | 288,943.00 | 0.00 | 194,892.50 | 194,892.50 | 94,050.50 | 32.55% |
| 20-020-58758 | GOV CAP 9371 DEBT SERVICE | 82,373.00 | 0.00 | 82,372.55 | 82,372.55 | 0.45 | 0.00% |
| 70 - TRANSFERS & RESTRICTED FUNDS Totals: | | 1,563,673.00 | 0.00 | 1,000,542.67 | 1,000,542.67 | 563,130.33 | 36.01% |
| Group: 75 - CAPITAL OUTLAY | | | | | | | |
| 20-020-58600 | OFFICE EQUIPMENT | 0.00 | 0.00 | 1,459.74 | 1,459.74 | -1,459.74 | 0.00% |
| 20-020-58601 | VEHICLES | 0.00 | 0.00 | 2,394.66 | 2,394.66 | -2,394.66 | 0.00% |
| 20-020-58602 | TECHNOLOGY PROJECTS | 10,000.00 | 0.00 | 5,100.00 | 5,100.00 | 4,900.00 | 49.00% |
| 20-020-58604 | EQUIPMENT: HEAVY | 6,000.00 | 0.00 | 15,817.00 | 15,817.00 | -9,817.00 | -163.62% |
| 20-020-58612 | SOFTWARE | 0.00 | 0.00 | 2,362.51 | 2,362.51 | -2,362.51 | 0.00% |
| 20-020-58646 | UTILITIES: WATER DISTRIBUTION | 0.00 | 0.00 | 23,380.13 | 23,380.13 | -23,380.13 | 0.00% |
| 75 - CAPITAL OUTLAY Totals: | | 16,000.00 | 0.00 | 50,514.04 | 50,514.04 | -34,514.04 | -215.71% |
| 20 - WATER FUND Totals: | | 3,139,037.00 | 0.00 | 2,365,248.98 | 2,365,248.98 | 773,788.02 | 24.65% |
| Expense Totals: | | 3,139,037.00 | 0.00 | 2,365,248.98 | 2,365,248.98 | 773,788.02 | 24.65% |

Detail vs Budget Report

Date Range: 10/01/2021 Item 5. 2

| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---|------------------------------|----------------------|-------------------|--------------------|--------------------|--------------------|----------------|
| 20 - WATER FUND Totals: | | -34,037.00 | 0.00 | 63,821.35 | 63,821.35 | -97,858.35 | |
| 30 - WASTEWATER FUND | | | | | | | |
| Revenue | | | | | | | |
| Fund: 30 - WASTEWATER FUND | | | | | | | |
| Group: 15 - ADMINISTRATIVE FEES | | | | | | | |
| 30-030-45005 | INTEREST REVENUE | -15,500.00 | 0.00 | -932.28 | -932.28 | -14,567.72 | -93.99% |
| 15 - ADMINISTRATIVE FEES Totals: | | -15,500.00 | 0.00 | -932.28 | -932.28 | -14,567.72 | -93.99% |
| Group: 35 - OTHER REVENUE | | | | | | | |
| 30-030-45041 | REFUNDS/BANK CREDITS | -3,000.00 | 0.00 | 0.00 | 0.00 | -3,000.00 | -100.00% |
| 30-030-45049 | GRANT REVENUE | 0.00 | 0.00 | -24,893.55 | -24,893.55 | 24,893.55 | 0.00% |
| 30-030-46088 | SALE OF ASSETS | -240,000.00 | 0.00 | 0.00 | 0.00 | -240,000.00 | -100.00% |
| 35 - OTHER REVENUE Totals: | | -243,000.00 | 0.00 | -24,893.55 | -24,893.55 | -218,106.45 | -89.76% |
| Group: 45 - UTILITY REVENUE | | | | | | | |
| 30-030-45000 | USER CHARGES | -630,000.00 | 0.00 | -453,630.78 | -453,630.78 | -176,369.22 | -28.00% |
| 30-030-45003 | TAP FEES | -500.00 | 0.00 | 0.00 | 0.00 | -500.00 | -100.00% |
| 30-030-45004 | IMPACT FEES | -125,000.00 | 0.00 | -76,941.60 | -76,941.60 | -48,058.40 | -38.45% |
| 45 - UTILITY REVENUE Totals: | | -755,500.00 | 0.00 | -530,572.38 | -530,572.38 | -224,927.62 | -29.77% |
| 30 - WASTEWATER FUND Totals: | | -1,014,000.00 | 0.00 | -556,398.21 | -556,398.21 | -457,601.79 | -45.13% |
| Revenue Totals: | | -1,014,000.00 | 0.00 | -556,398.21 | -556,398.21 | -457,601.79 | -45.13% |
| Expense | | | | | | | |
| Fund: 30 - WASTEWATER FUND | | | | | | | |
| Group: 50 - PERSONNEL | | | | | | | |
| 30-030-58100 | SALARIES | 67,510.00 | 0.00 | 50,860.99 | 50,860.99 | 16,649.01 | 24.66% |
| 30-030-58101 | PAYROLL EXPENSE | 1,041.00 | 0.00 | 846.37 | 846.37 | 194.63 | 18.70% |
| 30-030-58102 | WORKERS COMPENSATION | 2,207.00 | 0.00 | 2,970.09 | 2,970.09 | -763.09 | -34.58% |
| 30-030-58103 | HEALTH INSURANCE | 15,606.00 | 0.00 | 10,732.76 | 10,732.76 | 4,873.24 | 31.23% |
| 30-030-58104 | RETIREMENT | 5,400.00 | 0.00 | 3,584.75 | 3,584.75 | 1,815.25 | 33.62% |
| 30-030-58105 | UNEMPLOYMENT INSURANCE | 288.00 | 0.00 | 450.65 | 450.65 | -162.65 | -56.48% |
| 30-030-58107 | CELL PHONE STIPEND | 1,100.00 | 0.00 | 789.26 | 789.26 | 310.74 | 28.25% |
| 30-030-58109 | CERTIFICATE PAY | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 30-030-58110 | OVERTIME | 2,000.00 | 0.00 | 8,233.57 | 8,233.57 | -6,233.57 | -311.68% |
| 30-030-58125 | DENTAL INSURANCE | 1,000.00 | 0.00 | 719.58 | 719.58 | 280.42 | 28.04% |
| 30-030-58126 | LIFE INSURANCE | 346.00 | 0.00 | 242.99 | 242.99 | 103.01 | 29.77% |
| 50 - PERSONNEL Totals: | | 97,498.00 | 0.00 | 79,431.01 | 79,431.01 | 18,066.99 | 18.53% |
| Group: 55 - SUPPLIES | | | | | | | |
| 30-030-58200 | POSTAGE & SHIPPING | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 30-030-58201 | OFFICE SUPPLIES | 500.00 | 0.00 | 383.31 | 383.31 | 116.69 | 23.34% |
| 30-030-58203 | BASIC OPERATING SUPPLIES | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 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 | 500.00 | 0.00 | 98.54 | 98.54 | 401.46 | 80.29% |

Detail vs Budget Report

Date Range: 10/01/2021 Item 5. 2

| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---|------------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|---------------|
| 30-030-58208 | UNIFORMS & SUPPLIES | 1,950.00 | 0.00 | 0.00 | 0.00 | 1,950.00 | 100.00% |
| 30-030-58212 | WASTEWATER SUPPLIES | 2,000.00 | 0.00 | 115.98 | 115.98 | 1,884.02 | 94.20% |
| 30-030-58223 | EQUIPMENT | 2,900.00 | 0.00 | 0.00 | 0.00 | 2,900.00 | 100.00% |
| 30-030-58224 | MISC. TOOLS/SUPPLIES | 1,000.00 | 0.00 | 469.23 | 469.23 | 530.77 | 53.08% |
| 30-030-58227 | ICE & INCLEMENT WEATHER | 0.00 | 0.00 | 143.49 | 143.49 | -143.49 | 0.00% |
| 30-030-58230 | CHEMICALS | 67,450.00 | 0.00 | 32,322.77 | 32,322.77 | 35,127.23 | 52.08% |
| 30-030-58240 | BELT PRESS SUPPLIES | 0.00 | 0.00 | 6,620.42 | 6,620.42 | -6,620.42 | 0.00% |
| 30-030-58253 | SAFETY EQUIPMENT & SUPPLIES | 2,775.00 | 0.00 | 286.35 | 286.35 | 2,488.65 | 89.68% |
| 30-030-58260 | BUILDING & FACILITIES REPAIRS | 5,000.00 | 0.00 | 59.77 | 59.77 | 4,940.23 | 98.80% |
| 30-030-58265 | FACILITIES MAINT SUPPLIES | 0.00 | 0.00 | 1,490.74 | 1,490.74 | -1,490.74 | 0.00% |
| 30-030-58270 | MV FUEL | 4,000.00 | 0.00 | 47.59 | 47.59 | 3,952.41 | 98.81% |
| 30-030-58279 | WASTEWATER COLLECTION | 35,000.00 | 0.00 | 7,000.60 | 7,000.60 | 27,999.40 | 80.00% |
| 30-030-58280 | WASTEWATER TREATMENT | 10,000.00 | 0.00 | 496.30 | 496.30 | 9,503.70 | 95.04% |
| 55 - SUPPLIES Totals: | | 136,575.00 | 0.00 | 49,535.09 | 49,535.09 | 87,039.91 | 63.73% |
| Group: 60 - UTILITIES | | | | | | | |
| 30-030-58300 | ELECTRICITY | 65,000.00 | 0.00 | 52,120.14 | 52,120.14 | 12,879.86 | 19.82% |
| 30-030-58305 | COMMUNICATION SERVICES | 500.00 | 0.00 | 665.45 | 665.45 | -165.45 | -33.09% |
| 60 - UTILITIES Totals: | | 65,500.00 | 0.00 | 52,785.59 | 52,785.59 | 12,714.41 | 19.41% |
| Group: 65 - CONTRACTUAL SERVICES | | | | | | | |
| 30-030-58400 | TRAVEL & TRAINING | 3,500.00 | 0.00 | 240.04 | 240.04 | 3,259.96 | 93.14% |
| 30-030-58402 | ADVERTISING & LEGAL NOTICES | 0.00 | 0.00 | 1,547.50 | 1,547.50 | -1,547.50 | 0.00% |
| 30-030-58404 | PROPERTY & LIABILITY | 6,500.00 | 0.00 | 7,510.15 | 7,510.15 | -1,010.15 | -15.54% |
| 30-030-58405 | REPAIR & MAINTENANCE | 7,650.00 | 0.00 | 2,121.29 | 2,121.29 | 5,528.71 | 72.27% |
| 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 | 2,364.77 | 2,364.77 | 1,135.23 | 32.44% |
| 30-030-58410 | LAB TESTING | 21,000.00 | 0.00 | 14,898.41 | 14,898.41 | 6,101.59 | 29.06% |
| 30-030-58417 | ACCOUNTING & AUDITOR | 10,000.00 | 0.00 | 5,950.00 | 5,950.00 | 4,050.00 | 40.50% |
| 30-030-58418 | CONTRACTUAL SERVICES | 12,000.00 | 0.00 | 10,741.89 | 10,741.89 | 1,258.11 | 10.48% |
| 30-030-58424 | ENGINEERING/CITY ENGINEER | 12,000.00 | 0.00 | 12,219.77 | 12,219.77 | -219.77 | -1.83% |
| 30-030-58425 | SLUDGE HAULING | 78,000.00 | 0.00 | 56,003.64 | 56,003.64 | 21,996.36 | 28.20% |
| 30-030-58438 | IT CONTRACT | 4,000.00 | 0.00 | 2,886.84 | 2,886.84 | 1,113.16 | 27.83% |
| 30-030-58445 | LIFT STATION EQUIPMENT MAINTENANCE | 30,000.00 | 0.00 | 4,981.04 | 4,981.04 | 25,018.96 | 83.40% |
| 30-030-58449 | LIFT STATION MAINTENANCE | 0.00 | 0.00 | 60,231.20 | 60,231.20 | -60,231.20 | 0.00% |
| 30-030-58450 | GOVERNMENT & MISC OPERATING | 3,000.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 100.00% |
| 30-030-58451 | EQUIPMENT RENTAL | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% |
| 30-030-58467 | WASTEWATER COLLECTION | 0.00 | 0.00 | 5,649.59 | 5,649.59 | -5,649.59 | 0.00% |
| 65 - CONTRACTUAL SERVICES Totals: | | 192,650.00 | 0.00 | 187,346.13 | 187,346.13 | 5,303.87 | 2.75% |
| Group: 70 - TRANSFERS & RESTRICTED FUNDS | | | | | | | |
| 30-030-58716 | PAYING AGENT FEES | 0.00 | 0.00 | 200.00 | 200.00 | -200.00 | 0.00% |
| 30-030-58745 | FRANCHISE FEES | 37,220.00 | 0.00 | 0.00 | 0.00 | 37,220.00 | 100.00% |
| 30-030-58750 | SERIES 2017 DEBT | 481,600.00 | 0.00 | 234,661.00 | 234,661.00 | 246,939.00 | 51.27% |
| 30-030-58766 | TWDB SERIES 2021A | 0.00 | 0.00 | 119,496.11 | 119,496.11 | -119,496.11 | 0.00% |

Detail vs Budget Report

Date Range: 10/01/2021 Item 5. 2

| Account | Name | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|---------|---|---------------|-------------------|----------------|----------------|------------------|-------------|
| | 70 - TRANSFERS & RESTRICTED FUNDS Totals: | 518,820.00 | 0.00 | 354,357.11 | 354,357.11 | 164,462.89 | 31.70% |
| | 30 - WASTEWATER FUND Totals: | 1,011,043.00 | 0.00 | 723,454.93 | 723,454.93 | 287,588.07 | 28.44% |
| | Expense Totals: | 1,011,043.00 | 0.00 | 723,454.93 | 723,454.93 | 287,588.07 | 28.44% |
| | 30 - WASTEWATER FUND Totals: | -2,957.00 | 0.00 | 167,056.72 | 167,056.72 | -170,013.72 | |
| | Report Total: | -131,577.00 | 0.00 | -726,450.38 | -726,450.38 | 594,873.38 | |



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|----------------------------------|--------------------------------------|--------------------------------------|
| Council Date: 07/26/22 | Department: Administration | Presented By: Bryan Grimes |
|----------------------------------|--------------------------------------|--------------------------------------|

AGENDA ITEM:

Agreement with Tommy Morris Agency to solicit sealed bid proposals for the City’s group health, dental, vision and life insurance.

BACKGROUND:

The Tommy Morris Agency has been working with the City of Willow Park for the past few years and has assisted the City with 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 Tommy Morris Agency.

Proposed Motion: I move to approve the consulting services agreement with the Tommy Morris Agency to solicit sealed proposals for the City's group health, dental, vision and life insurance.

EXHIBITS:

Consulting Services Agreement

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

CONSULTING SERVICES AGREEMENT

THIS CONSULTING SERVICES AGREEMENT (this “Agreement”) is made and entered into effective as of the 26th day of July, 2022, by and between the City of Willow Park (“City”) and Tommy Morris Agency LLC (“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 for Fiscal Year 2022-23; 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. This Agreement shall be effective as of July 26, 2022, and shall continue in effect until the completion of the performance of the Services, or until the agreement is terminated by either party upon ten (10) days prior written notice. Upon mutual agreement of the parties, the Agreement may be extended for additional terms of one (1) year.

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.

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 sum 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.

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:
TOMMY MORRIS AGENCY LLC

By: _____
Nancy Johnson, Chief Executive Officer



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|------------------------------------|------------------------------------|------------------------------------|
| Meeting Date: 08/09/2022 | Department: Municipal Court | Presented By: Michelle Lowe |
|------------------------------------|------------------------------------|------------------------------------|

AGENDA ITEM

Discussion/Action: to approve an ordinance providing for a fee to defray costs of collecting delinquent fines, fees, court costs and other debts pursuant to article 103.0031 of the Texas Code of Criminal Procedure

BACKGROUND:

Court Administrator – Michelle Lowe will be asking for approval for court to start using Perdue Brandon as the new collection agency for the court.

Motion: to approve an ordinance providing for a fee to defray costs of collecting delinquent fines, fees, court costs and other debts pursuant to article 103.0031 of the Texas Code of Criminal Procedure.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Above mentioned Reports enclosed

EXHIBITS:

- City of Willow Park Fine Fee Notice
- City of Willow Park Ordinance

| | | |
|-------------------------|--------------------------|------|
| ADDITIONAL INFO: | FINANCIAL INFO: | |
| | Cost | NONE |
| | Source of Funding | |
| | | |
| | | |

NOTICE PURSUANT TO GOVERNMENT CODE SEC. 2254.1036

WHEREAS, the City of Willow Park, will consider a contingent fee contract with the law firm of Perdue Brandon Fielder Collins & Mott, L.L.P. (“Firm”) and hereby posts this notice pursuant to Sec. 2254.1036 of the Government Code.

WHEREAS, this notice shall be posted before or at the time of giving the written notice required by Government Code Sec. 551.041 for a meeting described by Sec. 2254.1036(a)(2) of the Government Code and shall announce the following:

A. The City of Willow Park is entering into a contract with the Firm for the collection of delinquent fines and fees owed to the City of Willow Park and through this contract the City of Willow Park seeks to increase recovery of its delinquent debts in as expeditious a manner as possible. GOVT. CODE § 2254.1036(a)(1)(A).

B. The City of Willow Park believes the Firm has the competency, qualifications, and experience necessary to fulfill this contract. GOVT. CODE § 2254.1036(a)(1)(B). The Firm has collected delinquent government receivables for 51 years. The Firm currently has 14 primary offices and multiple satellite offices throughout Texas, Oklahoma and Florida. It employs more than 350 individuals, including 56 attorneys. It uses a multi-office, fully integrated team approach allowing the City of Willow Park access to all its offices and resources. Its collection team consists of long-term Firm employees, including attorneys, call center associates, paralegals, law clerks, legal secretaries, collection support personnel and information technology experts. The Firm utilizes proprietary collection software that can be tailored to meet any special need the City of Willow Park may have.

C. The nature of any relationship between the City of Willow Park and the Firm is as follows. GOVT. CODE § 2254.1036(a)(1)(C).

The Firm has no previous relationship with the City of Willow Park.

D. The City of Willow Park is unable to collect its delinquent fines and fees. GOVT. CODE § 2254.1036(a)(1)(D). The City of Willow Park currently does not have adequate support staff, computer software/programming, or experience to internally conduct these collection services and acquiring these will result in substantial expense to the City of Willow Park.

E. These collection services cannot be provided for an hourly fee. GOVT. CODE § 2254.1036(1)(E). The Criminal Procedure/Transportation Codes allow the assessment of a percentage-based fee to recover the costs of collecting delinquent fines and fees. These percentage-based fees are assessed only against the debtor and not the City of Willow Park or taxpayers of the City of Willow Park. The collection of delinquent fines and fees is a high-volume practice, requiring a significant amount of research, mailing, and handling of outbound/inbound calls. An hourly fee for such work will likely exceed amounts of delinquent fines and fees due. Moreover, the City of Willow Park will bear the cost of these hourly fees and not the debtor,

because the Code of Criminal Procedure does not expressly authorize the City to pay for collection services based on an hourly fee.

F. The City believes this contingent fee contract is in its best interest. GOVT. CODE § 2254.1036(a)(1)(F). Under the contingent fee contract, the Firm will be paid the amount of the percentage-based collection fee, regardless the number of hours the Firm spends researching, contacting and mailing to collect the delinquent debt. Additionally, the percentage-based collection penalty is a pass-through expense to the debtor and not an expense to the City of Willow Park or taxpayers in the City of Willow Park.

NOW THEREFORE, be it resolved, this City Council, for the reasons stated above, hereby seeks entry of the contingent fee contract between the City of Willow Park and the law firm of Perdue Brandon Fielder Collins and Mott, LLP for the collection of delinquent fines and fees.

Executed this the 5TH day of AUGUST, 2022.

On Behalf of the City Council
City of Willow Park
Parker County, Texas

ORDINANCE NO. _____

ORDINANCE PROVIDING FOR A FEE TO DEFRAY COSTS OF COLLECTING DELINQUENT FINES, FEES, COURT COSTS, AND OTHER DEBTS PURSUANT TO ARTICLE 103.0031 OF THE TEXAS CODE OF CRIMINAL PROCEDURE

STATE OF TEXAS §

COUNTY OF PARKER §

WHEREAS, Article 103.0031 of the Texas Code of Criminal Procedure authorizes the City of Willow Park to contract with a private attorney for the collection of the fees listed above and to impose an additional fee in the amount of thirty percent on each debt or account receivable that is more than sixty days past due and which has been referred to an attorney for collection; and

WHEREAS, the City of Willow Park has determined that it is in the public interest to ensure the prompt payment of delinquent court-imposed fines, fees, court costs, and other debts as provided by said statute; and

WHEREAS, the City of Willow Park, pursuant to Article 103.0031, Texas Code of Criminal Procedure, has entered into a contract with a private firm, Perdue Brandon Fielder Collins & Mott L.L.P. (Perdue), to provide services for the collection of debts and accounts receivables, i.e.: fines, fees, court costs, restitution, and other debts ordered to be paid by a court serving the City of Willow Park;

WHEREAS, the City of Willow Park deems it in the public interest to pass this ordinance authorizing an additional collection fee for the collection of delinquent fines, fees, court costs, and other debts;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WILLOW PARK, TEXAS THAT:

SECTION 1. FINDINGS. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City of Willow Park and made a part of this ordinance for all purposes and findings of fact.

SECTION 2. COLLECTION FEE. In accordance with Article 103.0031 of the Texas Code of Criminal Procedure, there is hereby imposed an additional fee of thirty percent (30%) on all debts and accounts receivable, i.e.: fines, fees, court costs, restitution, and other debts that are more than sixty (60) days past due and have been referred to a private firm (Perdue) for collection.

SECTION 3. EFFECTIVE DATE. This ordinance shall be effective from and after its date of passage.

SECTION 4. AUTHORIZATION. The City of Willow Park is hereby authorized to enter into a contract with the Perdue Firm to provide services for the collection of fines, fees, court costs, and other debts substantially in the form of the attached contract which is made a part of this ordinance for all purposes.

SECTION 5. SEVERABILITY. If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

SECTION 6. OPEN MEETINGS. It is hereby found and determined that the meetings at which this ordinance is considered are open to the public and that notice of the time, place and purpose thereof was given in accordance with the provisions of the Texas Government Code – Chapter 551, as amended, and that a quorum of the City Council was present.

PASSED AND APPROVED on the 9TH day of AUGUST, 2022.

City of Willow Park, Texas

Doyle Moss, Mayor

ATTEST:

Crystal R. Dozier, City Secretary

APPROVED AS TO FORM:

Pat Chesser, City Attorney



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|------------------------------------|------------------------------------|------------------------------------|
| Meeting Date: 08/09/2022 | Department: Municipal Court | Presented By: Michelle Lowe |
|------------------------------------|------------------------------------|------------------------------------|

AGENDA ITEM

Discussion/Action: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.

BACKGROUND:

Court Administrator – Michelle Lowe will be asking for approval for court to start using Perdue Brandon as the new collection agency for the court.

Motion: to approve a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Willow Park and notice of said contract is posted with the agenda in accordance with Section 2254 of the Government Code.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Above mentioned Reports enclosed

EXHIBITS:

- Written Findings
- City of Willow Park Contract

| | | |
|-------------------------|--------------------------|------|
| ADDITIONAL INFO: | FINANCIAL INFO: | |
| | Cost | NONE |
| | Source of Funding | |
| | | |
| | | |

Written Findings as to the Collections Contract with Perdue Brandon Fielder Collins & Mott, LLP

In an open meeting, the City Council for the City of Willow Park considered all matters listed in Section 2254.1036(a)(1) of the Government Code, as they relate to a contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP.

The City Council, pursuant to Section 2254.1036(b) of the Government Code, hereby finds the following to be true: 1) there is a substantial need for the legal services specified in said contract; 2) these legal services cannot be adequately performed by the attorneys and supporting personnel of the City of Willow Park; and 3) these legal services cannot reasonably be obtained from attorneys in private practice under a contract providing only for the payment of hourly fees, without regard to the outcome of the matter, because of the nature of the matter for which these services will be obtained or because the City of Willow Park does not have funds to pay the estimated amounts required under a contract providing only for the payment of hourly fees.

Therefore, this City Council hereby approves the contract by and between the City of Willow Park and Perdue Brandon Fielder Collins & Mott, LLP, for professional legal services regarding the collection of delinquent court fines and fees with services to be paid in accordance with Article 103.0031 of the Texas Code of Criminal Procedure.

APPROVED and EXECUTED this the ____ day of _____, 2022.

On Behalf of the City Council for the City of Willow Park
Parker County, Texas

SECTION III. PERDUE'S COLLECTION OBLIGATIONS

A. Perdue agrees to refer all payments and correspondence directly to the court that has assessed or levied the fines, fees, and court costs being collected pursuant to this Contract. Perdue reserves the right to return any accounts not collected within one (1) year of referral by the City. Neither party will have any obligation to the other with regard to returned accounts.

B. Perdue agrees to use its best efforts to collect the delinquent accounts received from the City and to comply with all provisions of state and federal law and regulations promulgated pursuant thereto in the rendition of collection services contemplated by this Contract.

C. If requested by the City, Perdue agrees to provide legal advice to the City on its delinquent accounts.

SECTION IV. COLLECTION FEE

The City agrees to pay Perdue as follows:

(1) No charge for the collected fines, fees, and court costs referred to Perdue by the City imposed on all unadjudicated offenses committed on or before June 18, 2003.

(2) Thirty percent (30%) of the collected fines, fees, and court costs referred to Perdue imposed on all adjudicated offenses committed on or before June 18, 2003; and

(3) Thirty percent (30%) of the collected fines, fees, and court costs referred to Perdue imposed on all offenses occurring after June 18, 2003.

The thirty percent (30%) collection fee shall be added to the amount owed by a defendant that is more than 60 days past due pursuant to Article 103.0031, Texas Code of Criminal Procedure.

SECTION V. EXCEPTIONS TO THE COLLECTION FEE

Pursuant to Article 103.0031(b), Texas Code of Criminal Procedure, Perdue cannot collect from a defendant the percentages referred to in Section IV. COLLECTION FEE if the defendant has been determined by the court of original jurisdiction to be indigent, or has insufficient resources or income, or is otherwise unable to pay all or part of the underlying fine or costs. The collection fee does not apply to a case that has been dismissed by a court of competent jurisdiction or to any amount that has been satisfied through time-served credit or community service.

The collection fee shall, however, be applied to any balance remaining after a partial credit for time served or community service if the balance is more than 60 days past due.

SECTION VI. METHOD OF PAYMENT

Absent an agreement otherwise, the City shall calculate and receive the amount of any collections due to Perdue. Said fee shall be paid to Perdue by check on a monthly basis. All compensation shall become the property of Perdue at the time of payment.

SECTION VII. COMMENCEMENT AND TERMINATION OF CONTRACT

This Contract shall commence on the _____ day of _____, 2022, and end when both parties mutually agree; provided, however, that either party to this agreement shall have the right to terminate this agreement by giving the other party thirty (30) days written notice of their desire and intention to terminate this Contract. Upon termination Perdue shall have an additional six (6) months to complete work on all delinquent accounts referred from the City prior to the notice of termination and will be entitled to compensation on such accounts if collected.

SECTION VIII. NOTICES

For purposes of sending notice under the terms of this Contract, all notices from the City shall be sent to Perdue by certified United States mail, or delivered by hand or courier, and addressed as follows:

Perdue, Brandon, Fielder, Collins & Mott, LLP
Attn: Elizabeth Banda Calvo
BY U.S. MAIL OR BY COURIER DELIVERY:
500 E. Border Street, Suite 640
Arlington, Texas 76010
Telephone Number: 817-505-4733

All notices from Perdue shall be sent to the City by certified United States mail, or delivered by hand or courier, and addressed as follows:

City of Willow Park
Attn: Bryan Grimes
516 Ranch House Rd.
Willow Park, Texas 76087
Telephone Number: 817-441-7108

SECTION IX. VENUE AND CONTROLLING LAW

This Contract is made and is to be interpreted under the laws of the State of Texas. Venue for any disputes involving this Contract shall be in the appropriate courts in Parker County, Texas.

SECTION X. ACCEPTANCE OF EMPLOYMENT

In consideration of the terms and compensation herein stated, Perdue hereby accepts said employment and undertakes performance of said Contract as set forth above.

SECTION XI. INDEMNITY

Perdue shall indemnify and hold the City harmless from and against all liabilities, losses and/or costs arising from claims for damages, or suits for losses or damages, including reasonable costs and attorney's fees, which may arise as a result of Perdue's performance of the services described in this agreement. The indemnity provision of this agreement shall have no application to any claim or demand which results from the sole negligence or fault of the City, its officers, agents, employees or contractors. And furthermore, in the event of joint and/or shared negligence or fault of the City and Perdue, responsibility and indemnity, if any, shall be apportioned in accordance with Texas law and without waiving any defenses of either party. The provisions of this paragraph are intended for the sole benefit of the parties hereto and are not intended to create or grant any right, contractual or otherwise, to any other persons or entities.

SECTION XII. SEVERABILITY

Every provision of this Contract is intended to be severable. If any term or provision hereof is hereafter deemed by a court of competent jurisdiction to be illegal, invalid, void or unenforceable, for any reason or to any extent whatsoever, such illegality, invalidity, or unenforceability shall not affect the validity of the remainder of this Contract, it being intended that such remaining provisions shall be construed in a manner most closely approximating the intention of the parties with respect to the illegal, invalid, void or unenforceable provision or part thereof.

The Firm is compliant with and will comply with all provisions of Chapters 2252 Subchapter F, 2271 and 2274 of the Texas Government Code during the term of this Contract. The State Bar of Texas investigates and prosecutes professional misconduct committed by Texas attorneys. If you have a complaint against or dispute with this firm involving professional misconduct, the State Bar's Office of Chief Disciplinary Counsel will provide you with information about how to file a complaint.

In support of this contract the City has also adopted written findings pursuant to Section 2254.1036 of the Government Code.

This Contract is executed on behalf of the City by the presiding officer of its governing body who is authorized to execute this instrument by Ordinance heretofore passed and recorded in its minutes. This Contract may be executed in any number of counterparts, and each counterpart shall be deemed an original for all purposes. Signed facsimiles or

electronically signed Contracts executed on behalf of the City by the presiding officer of its governing body authorized to execute this instrument shall be binding and enforceable.

WITNESS the signature of all parties hereto this 9TH day of AUGUST, 2022.

CITY OF WILLOW PARK, TEXAS

By: _____
Bryan Grimes
City Administrator

PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.

By: _____
Elizabeth Banda Calvo
Partner



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|--|-----------------------------|--------------------------------------|
| Council Date: August 9, 2022 | Department: Admin | Presented By: City Manager |
|--|-----------------------------|--------------------------------------|

AGENDA ITEM:

Discussion / Action: To enter into agreement with Sowden and Associates for Acoustical Consulting Services

BACKGROUND:

Staff met with Christopher “Topper” Sowden to discuss noise complaints associated with the Parker County Ice House and securing his services to assist the City in addressing these concerns. The proposal is attached, and staff recommends authorizing the City Manager to execute the agreement.

Suggested Motion: I move to enter into an agreement with Sowden and Associates for acoustical services and authorize city staff to execute the agreement as presented.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

Sowden and Associates Proposal

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

Sowden and Associates

Consultants in Acoustics and Entertainment Technologies

July 17, 2022

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

Subject: Parker County Ice House Restaurant - Acoustical Consulting Services
Project No. 22M70701

Gentlemen:

Sowden and Associates is pleased to offer consulting services regarding the above referenced facility. Our team will provide you with the greatest experience level possible, resulting in reasonable approaches that will assist in the review and reduction of noise complaints received from this facility.

We offer the following services for your review based on our meeting with you on July 13, 2022. The proposed Basic Services are:

1. OBSERVATIONS

- A. Receive and review noise ordinances received from your office that are in effect for the existing facility.
- B. Receive and review existing facility construction documents submitted to your office for certification of occupancy. We will review the architectural construction including details of fences and other items that affect distribution of sound from this facility.
- C. Receive and review the location of noise complaints received by the city to determine common sources of paths that may affect these locations.
- D. Provide an interview with representatives of the facility who are involved in the operation and setup of sound systems used for various events. We will request documentation of the installed system from the facility representatives, and interviews with the contractor who installed the sound system.
- E. Perform sound level measurements of a test signal provided to the facility operator with levels set consistent with normal program levels in the facility. This measurement will be performed on a morning prior to the scheduled 11:00 am facility opening. Will coordinate with the facility operator for this test. We will observe sound levels originating from the facility sound system at the property boundary and at other locations.
- F. Perform an unscheduled sound level measurement of an event at the facility observing levels originating from the facility sound system or a sound system provided by talent. We will observe sound levels originating from the sound system at the property boundary and at other locations.

2. RECOMMENDATIONS

- A. Provide documentation of observations with description of all observed methods that may be used to reduce sound levels originating from the facility.
- B. Provide recommendations for the reduction and maintenance of sound levels originating from the facility during operation. Recommendations will include the values of modified fence construction, facility construction, sound system adjustment, sound system modification and measurement methods for operation at acceptable levels.
- C. Develop and provide a letter report of observations and recommendations for review and use by the city in negotiating solutions that comply with the needs of the facility and the community.
- D. Present the report to your office to allow resolution of any questions and clarification of any items in the report.

3. MEETINGS AND SITE VISITS

- A. Site Visits - Two (2) site visits at the facility is recommended for the services described in the above listed scope of work. These meetings will be held at the project in Willow Park, TX unless otherwise notified. These site visits are included in the fees below with additional site visits provided at our hourly rates listed below.
- B. Meetings - Two (2) meetings with your staff is recommended for the services described in the above listed scope of work. These meetings will be held at the project in Willow Park, TX unless otherwise notified. These meetings are included in the fees below with additional site visits provided at our hourly rates listed below.
- C. Teleconference Meetings - Two (2) teleconference meetings are recommended during development of the report. These teleconferences will be provided on an as-needed basis.

4. FEES


- A. The fees for the basic services listed above are \$4,000.00. Additional services will be approved and provided at our hourly rates listed below.
- B. Mail, courier, telephone, photographic, instrumentation, reproduction and out-of-town travel related expenses (airfare, vehicle, parking, lodging and meals) will be billed at their cost. These expenses are not included in the fee estimate listed above and are estimated to be no greater than \$500.00.
- C. Services covered by this proposal shall be performed in accordance with the attached provisions.
- D. Hourly Rates - Compensation for services shall be billed twice monthly for requested services after approval as they are implemented. Fees are listed as follows:

| | |
|---|------------------------------|
| 1. Meetings at your office or at the project: | Hourly including travel time |
| 2. Measurement and Material Review Services | \$135.00 - \$165.00 /hr. |
| 3. Witness and Deposition Services | \$180.00 - \$210.00 /hr. |

Please review the proposal, and contact me to discuss any changes you desire to the scope of services or fees. We are willing to make any modifications to meet your requirements.

We look forward to assisting you on this project.

Respectfully Submitted,



Christopher Sowden, P.E.
Principal Consultant

Approved Date: _____

Signature: _____
City of Willow Park Texas

cc: Mr. Bill Funderburk - Assistant City Manager

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PROVISIONS

- | | |
|---|--|
| <p>1. AUTHORIZATION TO PROCEED Signing this form shall be construed as authorization by CLIENT for Christopher Sowden to proceed with the work, unless otherwise provided for in the authorization.</p> <p>2. LABOR COSTS Labor costs shall be the amount of salaries paid Christopher Sowden' employees for work performed on CLIENT's Project plus a stipulated percentage of such salaries to cover all payroll-related taxes, payments, premiums and benefits.</p> <p>3. DIRECT EXPENSES Christopher Sowden's Direct Expenses shall be those costs incurred on or directly for the CLIENT's Project, including but not limited to necessary transportation costs including mileage at Christopher Sowden's current rate when automobiles are used, meals and lodging, laboratory tests and analysis, computer services, word processing services, telephone, printing and binding charges. Reimbursement for these EXPENSES shall be on the basis of actual charges when furnished by commercial sources and on the basis of usual commercial charges when furnished by Christopher Sowden.</p> <p>4. OUTSIDE SERVICES When technical or professional services are furnished by an outside source, when approved by the CLIENT, an additional amount shall be added to the cost of these services for Christopher Sowden's administrative costs, as provided on the attached proposal.</p> <p>5. COST ESTIMATES Any cost estimates provided by Christopher Sowden will be on a basis of experience and judgement, but since Christopher Sowden has no control over market conditions or bidding procedures, Christopher Sowden cannot warrant that bids or ultimate construction costs will not vary from these cost estimates.</p> <p>6. PROFESSIONAL STANDARDS Christopher Sowden shall be responsible, to the level of competency presently maintained by other practicing professional engineers in the same type of work in CLIENT's community, for the professional and technical soundness, accuracy, and adequacy of all design, drawings, specifications, and all other work and materials furnished under this Authorization. Christopher Sowden makes no other warranty, expressed or implied.</p> | <p>7. TERMINATION Either CLIENT or Christopher Sowden may terminate this authorization by giving 30 days written notice to the other party. In such event, CLIENT shall forthwith pay Christopher Sowden in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.</p> <p>8. ARBITRATION All claims, disputes, and other matters in question arising out of, or relating to this Authorization or the breach thereof may be decided by arbitration in accordance with the rules of the American Arbitration Association then obtaining. Either CLIENT or Christopher Sowden may initiate a request for such arbitration, but consent of the other party to such procedure shall be mandatory. The venue for arbitration shall be located in Fort Worth, TX. No arbitration arising out of, or relating to this Authorization may include, by consolidation, joinder, or in any other manner, any additional party not a party to this Authorization.</p> <p>9. LEGAL EXPENSES In the event legal action is brought by CLIENT or Christopher Sowden against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for fees, costs and expenses as may be set by the court.</p> <p>10. PAYMENT TO CHRISTOPHER SOWDEN Monthly Invoices will be issued by Christopher Sowden for all work performed under the terms of this agreement. Invoices are due and payable on receipt. Outstanding invoices shall incur a charge of 1.5% interest 45 days after receipt of invoice by CLIENT. Invoices shall be faxed to number provided by client on the date of issue.</p> <p>11. LIMITATION OF LIABILITY Christopher Sowden's liability to the CLIENT for any cause or combination of causes is in the aggregate, limited to an amount no greater than the fees received under this agreement.</p> <p>12. ADDITIONAL SERVICES Services in addition to those specified in Scope will be provided by Christopher Sowden if authorized in writing by CLIENT. Additional services will be paid for by CLIENT as indicated in attached Basis of Compensation or as negotiated.</p> |
|---|--|



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

| | | |
|--|-----------------------------|--------------------------------------|
| Council Date: August 9, 2022 | Department: Admin | Presented By: City Manager |
|--|-----------------------------|--------------------------------------|

AGENDA ITEM:

Discussion only: Petition received for Annexation by Emergency Services District #1.

BACKGROUND:

City staff was notified of a petition for annexation in July by Chief Stephen Watson. In the wake of this notification, several questions have arisen by Council and the residents of Willow Park. This agenda item is for discussion purposes only and the goal is to try to answer those questions. No vote will be taken on this agenda item.

STAFF/BOARD/COMMISSION RECOMMENDATION:

EXHIBITS:

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



CITY COUNCIL AGENDA ITEM DEPARTMENT REPORT

| | | |
|---------------------------------------|--|--|
| Council Date: July 26, 2022 | Department: Planning & Development | Presented By: Toni Fisher Betty Chew Bill Funderburk |
|---------------------------------------|--|--|

AGENDA ITEM: PLANNING & DEVELOPMENT DEPARTMENT REPORT

Permits Issued from January 1, 2022 to July :

- **Commercial: 2 (total for year: 5)**
- **Residential: 5 (total for year: 77)**

Current Commercial Construction Projects:

- 1. Ambulatory Surgery Center @ 120 Jimma Dr.**
 - Under construction
- 2. Willow Park Medical Office Building @ 110 Mary Lou Dr.**
 - Under construction
- 3. G.I. Alliance (Endoscopic Center) @ 130 Jimma Dr.**
 - Under construction
- 4. Glamper Camper RV Storage @ 4450 E. I-20**
 - Under construction
- 5. The District @ 460 Shops Blvd. (Core & Shell only)**
 - Under construction
- 6. Canvas at Willow Park @ Meadow Place & Kings Gate (110 residential units)**
 - Under construction
- 7. Trinity Christian Academy Athletic Complex @ 7700 E. Bankhead Hwy**
 - Final stages of construction
- 8. The Village at Willow Park @ 402 - 538 Willow Crossing E. (58 residential units)**
 - Under construction
- 9. MK Office Building @ 151 JD Towles (3,332 sq. ft. office building)**
 - Under construction
- 10. Willow Park Baptist Church @ 777 Crown Pointe Blvd.**
 - Under construction
- 11. Sally Watkins Real Estate Office @ 601 Willow Crossing**
 - Under construction

EXHIBITS: Commercial Project Map



- 1. Ambulatory Surgery Center
- 2. Medical Office Building
- 3. G.I. Alliance Endoscopic Center
- 4. Glampers Camper RV Storage
- 5. The District (Core & Shell)
- 6. Canvas @ Willow Park (residential units)
- 7. Trinity Christian Academy Athletic Complex
- 8. Extra Space Storage (climate controlled)
- 9. Forney Fence & Platinum Collision
- 10. The Village at Willow Park (residential units)
- 11. The Preserves
- 12. MK Office Building
- 13. Willow Park Baptist Church
- 14. Sally Watkins Real Estate

