



CITY COUNCIL MEETING

February 03, 2025 at 6:00 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

AGENDA

CALL MEETING TO ORDER

INVOCATION - Councilmember Place 2 Houck

PLEDGE OF ALLEGIANCE - Mayor Addington

ROLL CALL AND ESTABLISH A QUORUM

SAFETY REVIEW

CITIZEN ENGAGEMENT

This is an opportunity for the public to address the City Council regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign-in sheet and state his/her name and city of residence before speaking. Speakers shall address the City Council with civility that is conducive to appropriate public discussion. Speakers can address only the City Council and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

RECOGNITION AND PROCLAMATIONS

1. Recognize 2024 Harvest Queen Aaliyah Saenz

CONSENT AGENDA

Items considered to be routine are enacted by one motion without separate discussion. If the City Council desires to discuss an item, the item is removed from the Consent Agenda and considered separately.

2. Consider and take appropriate action on City Council Meeting minutes from January 6, 2025
3. Consider and take appropriate action on December 2024 departmental reports
4. Consider and take appropriate action on Resolution 2025-003

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, APPROVING THE INVESTMENT PORTFOLIO SUMMARY FOR THE QUARTER ENDED DECEMBER 31, 2024 AND PROVIDING AN EFFECTIVE DATE.

5. Consider and take appropriate action on 2025 City Holiday Calendar
6. Consider and take appropriate action on Ordinance 2025-001

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING THREE COUNCILMEMBERS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREAFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.

7. Consider and take appropriate action on Resolution 2025-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT FOR ELECTION SERVICES WITH LUBBOCK COUNTY FOR ELECTIONS HELD THROUGH SEPTEMBER 30, 2025.

8. Consider and take appropriate action on Payment Request #1 from Landmark Structures for the Alcove EST Construction
9. Consider and take appropriate action on Payment Request #2 from Landmark Structures for the Alcove EST Construction
10. Consider and take appropriate action on Payment Request #2 from UCA for the 12” EST Distribution line install.
11. Consider and take appropriate action on approval of payment to Daco Fire Equipment, Inc for 2024 Ford F-450 Ambulance Chassis

REGULAR SESSION

12. Announcement concerning Wolfforth Police Chief
13. Consider and take appropriate action on report from Fire Chief on completion of full-time implementation
14. Consider and take appropriate action on increase in contribution rate for Texas Emergency Services Retirement System for eligible first responders

15. Consider and take appropriate action on Resolution 2025-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE BUREAU OF JUSTICE EDWARD BYRNE MEMORIAL JAG GRANT TO THE OFFICE OF THE GOVERNOR; AND PROVIDING AN EFFECTIVE DATE

16. Consider and take appropriate action on discussion pertaining to the Tax Increment Reinvestment Zone (TIRZ) including possible boundary changes and board appointments

17. Consider and take appropriate action on appointments to Zoning Board of Adjustment.

18. Consider and take appropriate action on presentation and recommendation regarding solid waste proposals

19. Consider and take appropriate action on Resolution No. 2025-006

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, AWARDED A SOLID WASTE COLLECTION SERVICES CONTRACT TO SOUTH PLAINS WASTE SERVICE, LLC AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE ALL AGREEMENTS NECESSARY TO IMPLEMENT THE CONTRACT.

20. Consider and take appropriate action on Ordinance 2025-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 UTILITIES ARTICLE 13.05 WATER AND SEWER DIVISION 1 DEPOSITS AND ARTICLE 13.09 WATER ACCOUNTS AND BILLING; SETTING UTILITY DEPOSIT AMOUNTS; ESTABLISHING THE OWNER OF A PREMISES AS THE RESPONSIBLE PARTY; PROVIDING OF THE REPEAL OF ORDINANCES IN CONFLICT HEREIN; AND PROVIDING AN EFFECTIVE DATE.

21. Consider and take appropriate action on committee recommendation for elevated storage tank graphics.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURN

RIGHT TO ENTER EXECUTIVE SESSION:

The City Council for the City of Wolfforth reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on this agenda, as authorized by the

Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on January 31, 2025 at 5:00 p.m.

/s/ Terri Robinette, City Secretary

The Harvest Festival Queen Scholarship Contest has been a cherished tradition in the City of Wolfforth for many years, and this year, we were fortunate to have had an exceptional group of candidates. As part of the competition, participants must complete an application, obtain an eligibility form signed by a counselor or principal, and submit a letter of recommendation from a teacher or school advisor. Additionally, each contestant is required to write a 250-word essay outlining a platform of their choice, sell at least 100 raffle tickets, and undergo a thorough interview process.

This year, our 2024 Harvest Queen was Aaliyah Saenz. Aaliyah is a varsity cheerleader, member of the Frenship track team, and vice-president of National Honor Society. She is in the top 10 of her class, an AP scholar, and received Academic Integrity in AP English 3 Language and Composition. She is also an active member in her church and community volunteering for numerous activities.

After high school, Aaliyah plans to attend either Baylor University or the University of Texas to pursue a degree in nursing, with aspirations of becoming a neonatal nurse.



CITY COUNCIL MEETING

January 06, 2025 at 6:00 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

MINUTES

CALL MEETING TO ORDER

Meeting was called to order by Mayor Addington at 6:00 PM

INVOCATION - Councilmember Place 1 Cooper

PLEDGE OF ALLEGIANCE - Councilmember Place 2 Houck

ROLL CALL AND ESTABLISH A QUORUM

PRESENT

Mayor Charles Addington

Councilmember Place 1 David Cooper

Councilmember Place 2 Wesley Houck

Mayor Pro Tem Doug Hutcheson

Councilmember Place 4 Charlotte McDonald

Councilmember Place 5 Austin Brashier

SAFETY REVIEW

CITIZEN ENGAGEMENT

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(unapproved draft)

There were no public comments.

CONSENT AGENDA

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Motion to approve the Consent Agenda

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 4 McDonald.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

1. Consider and take appropriate action on City Council Meeting minutes from January 6, 2025
2. Consider and take appropriate action on Resolution 2025-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS
APPROVING AN ENGAGEMENT LETTER FOR AN ALTERNATIVE COMPLIANCE
EXAMINATION WITH BOLINGER, SEGARS, GILBERT & MOSS, LLP; AND
PROVIDING AN EFFECTIVE DATE

3. Consider and take appropriate action on May 3, 2025 General Election Calendar
4. Consider and take appropriate action on request for Hotel Occupancy Tax Funds in the amount of \$4,000 for the Frenship Tiger Relays

REGULAR SESSION

5. Consider and take appropriate action on Resolution No. 2025-002.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH;
AWARDING THE CONTRACT FOR DEVELOPING THE CITY OF WOLFFORTH
COMPREHENSIVE PLAN TO KIMLEY HORN.

Motion to approve Resolution 2025-002

Motion made by Mayor Pro Tem Hutcheson, Seconded by Councilmember Place 1 Cooper.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

6. Consider and take appropriate action on development of Council Handbook

(unapproved draft)

City Manager Randy Criswell has presented a list of items for the drafting of a Council Handbook and has asked the Council for feedback as to what they believe would be helpful for elected officials in Wolfforth.

7. Consider and take appropriate action on report from staff regarding Solid Waste RFP process
Proposals were received by the deadline from the following: Republic, Caprock Waste and South Plains Waste

The next steps will include evaluation of the proposals and confirmation of any information if needed. A recommendation to award the contract will then be brought to the Council.

EXECUTIVE SESSION

In accordance with Texas Government Code, section 551-001, et seq., the City Council will recess into executive session (closed meeting) to discuss the following:

The City Council convened into Executive Session at 6:10 PM.

8. 551.071 Consultation with Attorney: To consult with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 – Open Meetings

RECONVENE INTO OPEN SESSION

In accordance with Texas Government Code, chapter 551, the City Council will reconvene into regular session to consider action, if any, on matters discussed in executive session.

The City Council reconvened into open session at 6:45 PM.

There was no action resulting from Executive Session.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Harvest Queen to be recognized at the February meeting.

ADJOURN

Motion to adjourn at 6:47 PM

Motion made by Councilmember Place 4 McDonald, Seconded by Mayor Pro Tem Hutcheson.

Voting Yea: Councilmember Place 1 Cooper, Councilmember Place 2 Houck, Mayor Pro Tem Hutcheson, Councilmember Place 4 McDonald, Councilmember Place 5 Brashier

(unapproved draft)

PASSED AND APPROVED THIS THE 3RD DAY OF FEBRUARY 2025

Charles Addington, II, Mayor
City of Wolfforth, Texas

ATTEST:

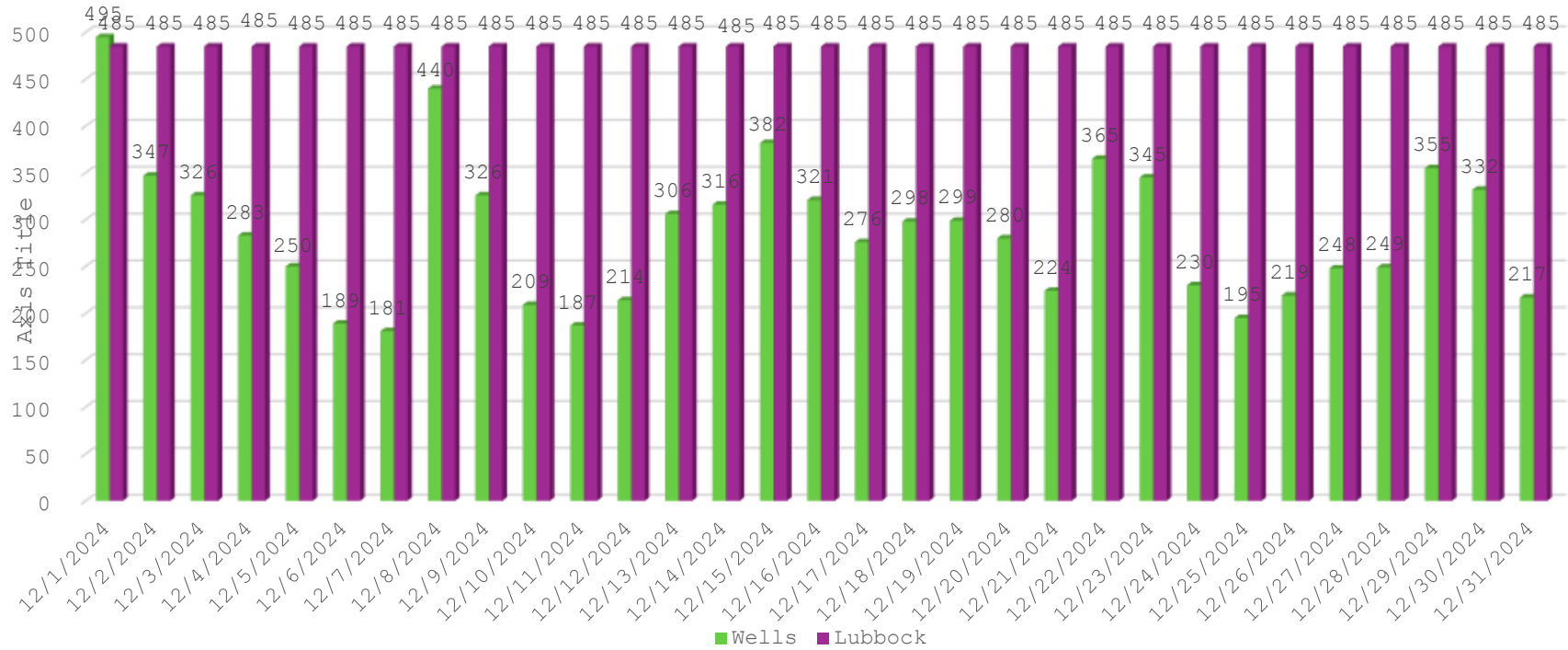
Terri Robinette, City Secretary

DRAFT

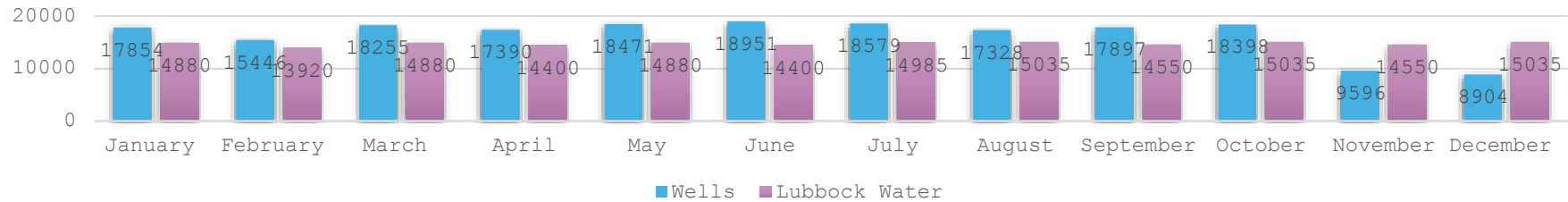
Departmental Reports December 2024

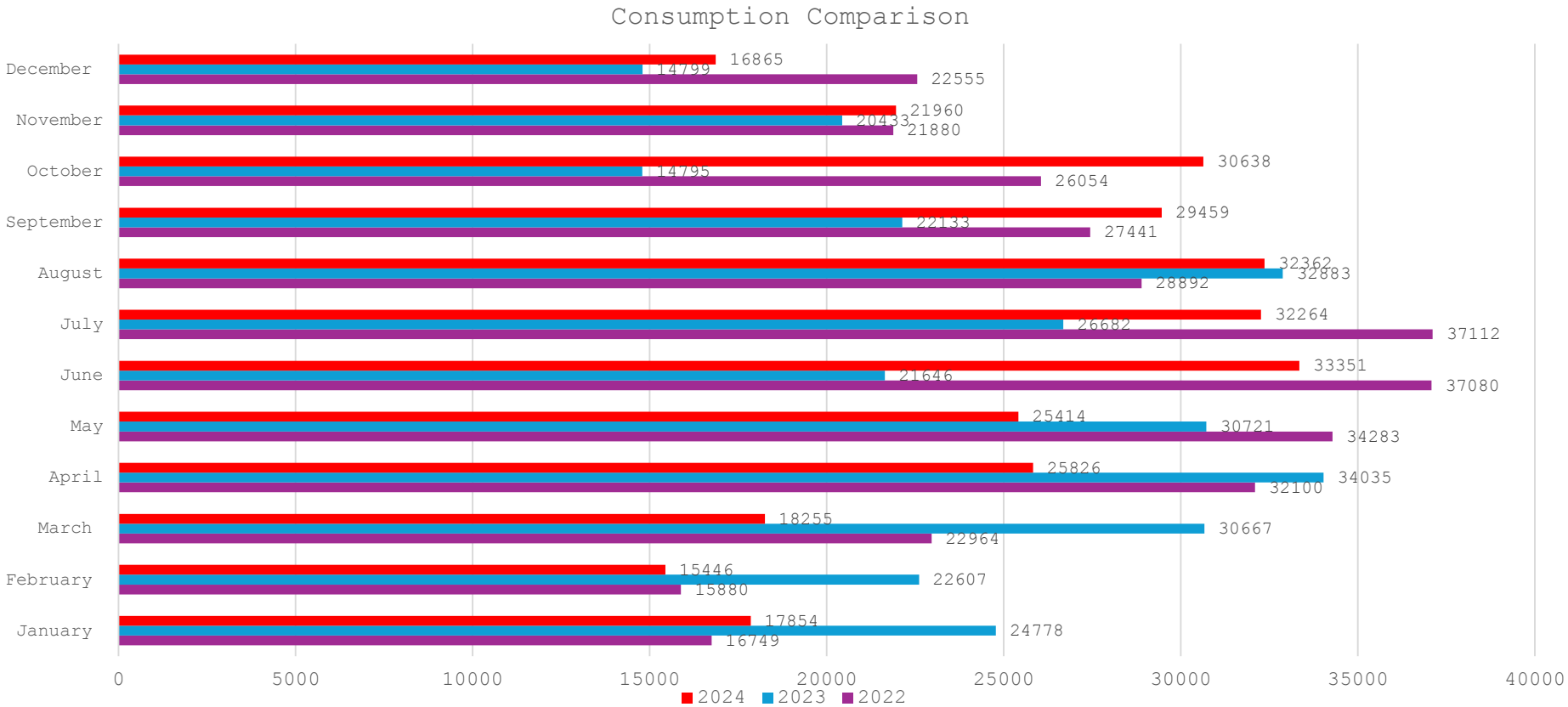
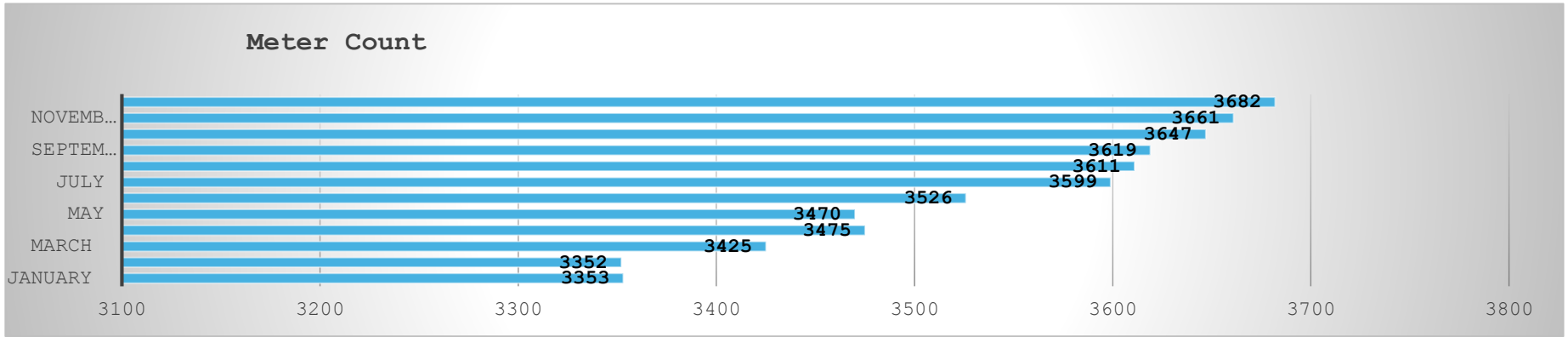
Public Works Reports
December 2024

Daily Pumpage from Wells and Lubbock

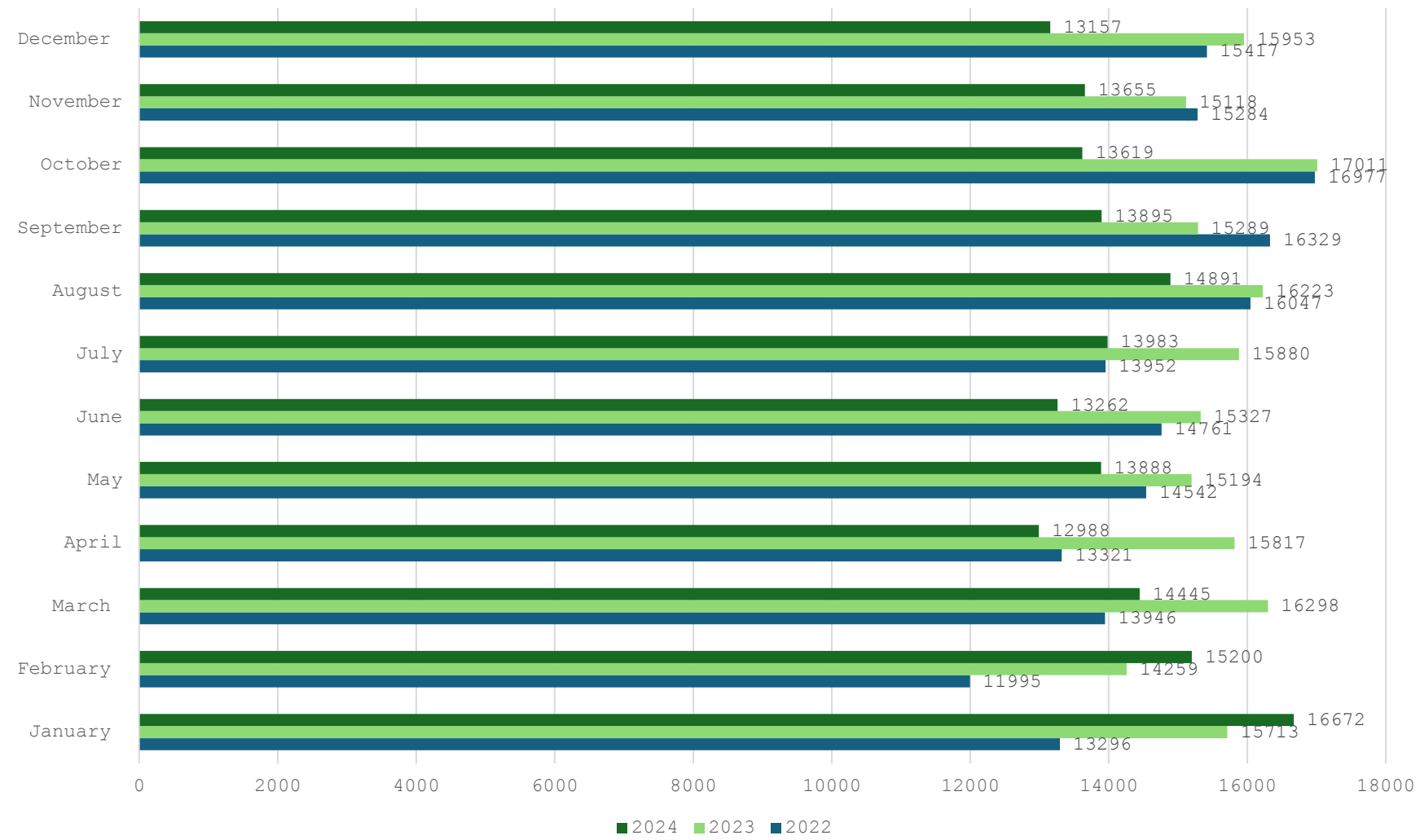


Monthly Consumption





Sewer Flow



811 locates	0						
210 Work orders							
Iwork summary							
Building maintenance	5	Water Leak	0	Non Payment Disconnect	0	Verify occupancy	0
Container check	9	Install Meter	18	Non Payment Reconnect	84	Connect	27
Data Log	5	Low Pressure	1	Sewer	0	Disconnect	11
Detect leak	9	Meter Issues	3	Signs	0	CSI	0
Door tag	18	Meter read	10	Streets	0	Debris Removal	0
Furniture	0	Locks	0	Water	0	Other-Water	1
Grade Alley	0	Meter can repair	0	Pothole repair	0	Animal at Large	0
Garbage	0	Re read	9	Repairs	0	Bulky Item	0

Development Reports December 2024

Monthly Report December 2024

New Construction: 28-Residential

Estimated Value: \$ 7,522,193

Subdivision: Harvest-11, Iron Horse-2, Overlook-1, Windsor-1, Overlook West-12, Preston Manor-1
28-Single Family

Ongoing Construction: 5-Commercial, 134-Residential

Subdivision: Harvest-48, Overlook West-37, Windsor-9, Overlook-26, Fox Run-1, Preston Park-1, Preston Manor-5, Iron Horse-7

129-Single Family

5- Multi-Family

5-Commerical (2 FISC Projects, 1 Industrial Park on Hwy 62/82, All Hale's Meat, Overlook West Amenities)

Completed Construction: 22-Residential

Subdivision: Harvest- 13, Overlook-2, Windsor-1, Overlook West-2, Preston Manor-3

22-Single Family

Plat and Commercial Update November 2024

Platting:

Harvest 8A- TCEQ Approval Granted, Council Approved 12-18-23 (On pause)

Harvest 24- Began the review process- City Council approved 11-18-24

Commercial:

Frenship ISD Soccer Complex- permitted

Frenship ISD Expansion of 9th Grade Center- permitted

Industrial Park- Patel Dr. and Hwy 62/82- Permitted

All Hale's Meat- Permitted

Overlook West Amenities Center- permitted

Development:

- 12-2-2024- Opened RFQ for Comprehensive Plan proposals.
- 12-2-2024- Alcove Engineering Kick-off Meeting with Kimley-Horn and Hugo Reed.
- 12-3-2024- Liaison Meeting with WTHBA (Randy Criswell and Randy Hall)
- 12-4-2024- Meeting with Tyson Mortenson on rezoning land near Patterson Park.
- 12-5-2024- Harvest PID Meeting with Wes Everett and Chris Berry about the future for funds.
- 12-6-2024- Developer's meeting about proposed infrastructure inspection fees.
- 12-9-2024- Meeting with Jennifer Davidson about county plats. A future meeting is arranged to create an agreement between the city and county.
- 12-11-2024- Harvest 9 Walk-through with Randy Hall, Lance Barrett, Marcus M., and Kyle Comey.
- 12-12-2024- attended Lubbock Economic Council Meeting.
- 12-16-2024- Elevated Storage Tank ground-breaking ceremony.
- 12-16-2024- Alcove Engineering Update Meeting with Kimley-Horn and Hugo Reed.
- 12-17-2024- Meeting with Atmos representatives to go over 3-year Line Replacement Plan (Randy Criswell and Randy Hall).
- 12-17-2024- RFQ closed for Comprehensive Plan proposals.
- 12-23-2024- Meeting with City Hall staff on Atmos plan and FAQ's from citizens.

Permit Title	Permit Description	Project Address	Applicant	Date Started	Project Square Feet	Estimated Valuation
Building Permit New (R)	New Single Family	431 14th Street	Brock Baker, D.R. Horton	12/17/2024	2237	230411
Building Permit New (R)	New Single Family	2901 Durham Avenue	Betenbough Homes	12/19/2024	2749	283147
Building Permit New (R)	New Single Family	428 14th Street	Brock Baker, D.R. Horton	12/17/2024	2074	213622
Building Permit New (R)	New Single Family	430 14th Street	Brock Baker, D.R. Horton	12/17/2024	2680	276040
Building Permit New (R)	New Single Family	424 14th Street	Brock Baker, D.R. Horton	12/17/2024	2358	242874
Building Permit New (R)	New Single Family	3404 Farmhouse Avenue	Betenbough Homes	12/18/2024	2412	248436
Building Permit New (R)	New Single Family	1516 E 29th Street	Betenbough Homes	12/12/2024	3269	336707
Building Permit New (R)	New Single Family	1504 Churchill Ave	James Jordan, Addison Homes	12/18/2024	3669	377907
Building Permit New (R)	New Single Family	429 14th Street	Brock Baker, D.R. Horton	12/19/2024	2928	301584
Building Permit New (R)	New Single Family	427 14th Street	Brock Baker, D.R. Horton	12/19/2024	2355	242565
Building Permit New (R)	New Single Family	425 14th Street	Brock Baker, D.R. Horton	12/19/2024	2334	240402
Building Permit New (R)	New Single Family	423 14th Street	Brock Baker, D.R. Horton	12/19/2024	2074	213622
Building Permit New (R)	New Single Family	1108 N 6th Street	James Jordan, Addison Homes	12/11/2024	2765	284795
Building Permit New (R)	New Single Family	1110 N 6th Street	James Jordan, Addison Homes	12/11/2024	2712	279336
Building Permit New (R)	New Single Family	426 14th Street	Brock Baker, D.R. Horton	12/17/2024	2928	301584
Building Permit New (R)	New Single Family	2903 Durham Avenue	Betenbough Homes	12/19/2024	2412	248436
Building Permit New (R)	New Single Family	505 N 14th Street	Brandon Rogers, David Rogers Homes	12/11/2024	3925	404275
Building Permit New (R)	New Single Family	631 E 31st Street	Betenbough Homes	12/20/2024	2567	264401
Building Permit New (R)	New Single Family	611 14th Street	Brock Baker, D.R. Horton	12/11/2024	2951	303953
Building Permit New (R)	New Single Family	2904 Durham Avenue	Betenbough Homes	12/19/2024	2261	232883
Building Permit New (R)	New Single Family	631 E 31st Street	Betenbough Homes	12/10/2024	2567	264401
Building Permit New (R)	New Single Family	2907 Durham Avenue	Betenbough Homes	12/19/2024	2240	230720
Building Permit New (R)	New Single Family	2002 Herd Avenue	Betenbough Homes	12/30/2024	1653	170259
Building Permit New (R)	New Single Family	636 E 31st Street	Betenbough Homes	12/09/2024	2755	283765
Building Permit New (R)	New Single Family	613 14th Street	Brock Baker, D.R. Horton	12/23/2024	2680	276040
Building Permit New (R)	New Single Family	624 14th Street	Brock Baker, D.R. Horton	12/11/2024	2928	301584
Building Permit New (R)	New Single Family	635 E 31st Street	Betenbough Homes	12/09/2024	2416	248848
Building Permit New (R)	New Single Family	616 E 15th Street	Douglas Smith	12/07/2024	2132	219596

73031

7522193



Monthly Case Activity Summary

from feed: 12/01/2024 - 12/31/2024

TEMPLATE	REPORTED VIOLATIONS	WORKING VIOLATIONS	CORRECTED VIOLATIONS	TOTAL VIOLATIONS	ACTIVE CASES	ARCHIVED CASES	TOTAL CASES	ISSUED CITATIONS
Barking Dog	0	0	0	0	0	1	1	0
Dogs At Large	0	0	0	0	0	1	1	0
Junk Vehicle	0	0	0	0	0	12	0	0
MS4 Inspection/Violation	0	6	0	6	0	7	6	0
Nuisance: General	0	0	0	0	0	6	0	0
Occupancy Standards: Location	0	0	0	0	0	1	0	0
Off-Street Recreational Vehicle Parking and Storage	0	0	0	0	0	6	0	0
Parking on Unimproved Surface	0	0	0	0	0	4	0	0
Parking or Blocking Sidewalk	0	0	0	0	0	1	0	0
Prohibited Signs	0	10	0	10	0	58	58	0
Recreational Vehicle Use as Living Quarters	0	0	0	0	0	1	0	0
Recreational Vehicle/Equipment/Trailer Parking in Street	0	0	0	0	0	1	0	0
Tree / Limb Obstructions	0	0	0	0	0	1	0	0
Unsafe/Substandard Structures	0	0	0	0	0	1	0	0

TEMPLATE	REPORTED VIOLATIONS	WORKING VIOLATIONS	CORRECTED VIOLATIONS	TOTAL VIOLATIONS	ACTIVE CASES	ARCHIVED CASES	TOTAL CASES	ISSUED CITATIONS
Unwholesome Conditions	0	2	0	2	0	361	2	0
Water: Drought Contingency Plan	0	0	0	0	0	1	0	0
Zoning Violation	0	4	0	4	1	0	1	0
AVERAGE	0.00	1.29	0.00	1.29	0.06	27.24	4.06	0.00
TOTAL	0.00	22.00	0.00	22.00	1.00	463.00	69.00	0.00

SWPPP Inspections December 24

Passed Partial Passed Failed Canceled

Item # 3.

80

72

60

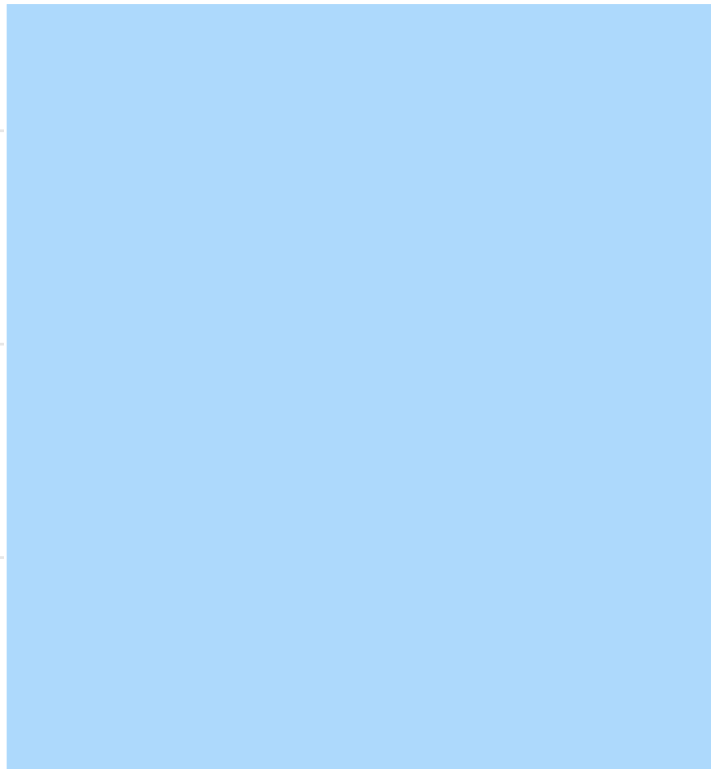
40

20

0

Dec 24

22



Police Reports December 2024

OffenseStopCount

*This report does not include voided, test, or deleted records,
but does include warnings (if *ALL* or WARNINGS is selected in the Stop Result field.*

	220 Stops	290 Violations
	220 Stops	290 Violations
Defective Head Lamps		14
Defective Stop Lamps		17
Defective Tail Lamps		21
Driving While License Suspended		1
Expired Driver License		3
Expired Registration		23
Fail to Display Driver License		5
Fail To Report Change Of Address Or Name		4
Fail to Stop-Designated Point - Stop Sign		17
Failed To Signal Distance Before Turn		1
Failed To Signal Lane Change		2
Failed To Signal Turn		3
Failure to Maintain Financial Responsibility		10
Fictitious License Plate/Registration/Safety Inspection		1
No License Plate Light		16
Possession of Drug Paraphernalia		3
Ran Stop Sign		29
Speeding		72
Failed to Dim Headlights - Meeting		1
Failed To Drive In Single Lane		7
Failed To Yield Right Of Way		3
No Driver License		7
Open Container in Motor Vehicle - Passenger		1
Ran Red Light		1
Display Unclean License Plates		1
Drove Without Lights When Required		3
Turned Right Too Wide		1
Driving Under Influence - Minor		1
Driving While License Invalid		4



OffenseStopCount

Failed To Yield At Stop Intersection	1
Minor in Possession of Tobacco	1
Open Container in Motor Vehicle - Driver	1
Unrestrained Child - Safety Seat Violation	2
Wrong Side Of Road	1
Fail to move over or reduce speed passing Authorized Emergency Vehicle	1
Disregard school crossing guard	2
Fail To Control Speed	1
Minor In Possession	1
Operate Motor Vehicle Without Plates	1
Changed Lane When Unsafe	1
Disregarded Traffic Control Device	1
Failed to Stop for School Bus/Passing School Bus	1
No Motor Vehicle Liability Insurance - Sr 22 Not Required	1
Passengers/Load Obstruct Drivers View Or Control	1
Violation of Ordinance - Parking Regulations	1

WOLFFORTH POLICE DEPARTMENT

Item # 3.

Calls - By Type

12\01\2024
thru 12\31\2024

Type	Description	# Of Calls
8	911 HANGUP	3
5	ACCIDENT (BLUE FORM)	3
7	ACCIDENT (REPORTABLE)	13
9	ALARM (FALSE BUSINESS)	11
1	ALARM (FALSE RESIDENTIAL)	8
10	ANIMAL COMPLAINT	6
13	ASSAULT (PHYSICAL)	2
15	ASSAULT (THREAT)	2
16	ASSIST OTHER AGENCY (FIRE EMS)	9
18	ASSIST OTHER AGENCY (OTHER)	9
22	BURGLARY (RESIDENTIAL)	2
24	CHECK BUSINESS	31
25	CHECK RESIDENCE	4
26	CHECK WELFARE (PERSON)	21
27	CITY ORDINANCE VIOLATION	3
28	CIVIL DISPUTE	1
29	CIVIL MATTER	7
36	CPS INVESTIGATION	1
37	CRIMINAL MISCHIEF (ALL OTHERS)	1
41	DEADLY CONDUCT	1
42	DEATH	1
43	DISORDERLY CONDUCT	9
44	DOMESTIC (ARREST)	3
45	DOMESTIC (NON ARREST)	3
46	DOMESTIC (PROTECTIVE ORDER VIOLATION)	2
47	DRUG PARAPHERNALIA	1
49	DRUGS MISD.	1
50	DUIM	1
51	DWI	3
52	EMERGENCY DETENTION	1
54	ESCORT	2
57	FORGERY	3
59	HARASSMENT	1
60	INFORMATION	13
64	MISSING PERSON (ADULT)	2
65	MISSING PERSON (JUVENILE)	3
66	MOTORIST ASSIST	3
70	PROWLER	1
101	RADAR CHECK	72
102	REPORT	28
73	RUNAWAY	3
100	S.T.E.P	14
74	SCHOOL PATROL	28
78	SUSPICIOUS ACTIVITY (PERSON)	8
79	SUSPICIOUS ACTIVITY (VEHICLE)	13
77	SUSPICIOUS ACTIVITY (OTHER)	2
80	THEFT	6
82	TRAFFIC COMPLAINT	7
84	TRAFFIC CONTACT (CITATION)	2
89	UUMV	1

Type	Description	# Of Calls
90	VEHICLE (ABANDONED)	1
98	ZONE PATROL	1,322
Total		1,698

Fire Department Reports December 2024

Wolfforth Fire EMS									
2024 Run Totals									
January	City of Wolfforth	Lubbock County	City of Lubbock	City of Ropesville	Hockley County	City of Levelland		Yoakum Co	
Fire	28	22		4				1	55
EMS	38	41		8	6				93
February									
Fire	15	14							29
EMS	34	40	3	3	2				82
March									
Fire	12	19			1				32
EMS	64	49	3	2	10				128
April									
Fire	15	17							32
EMS	60	47	3	1	10				121
May									
Fire	16	11			1	1			29
EMS	52	49		2	4				107
June									
Fire	29	15		1	1				46
EMS	55	51	1	2	6				115
July									
	City of Wolfforth	Lubbock County	City of Lubbock	City of Ropesville	Hockley County	City of Levelland	Hale Co.	Yoakum Co	
Fire	18	28							46
EMS	60	33	1	7	1				102
August									
Fire	27	20			2		1		50
EMS	45	55	1	1	6				108

September									
Fire	19	12	2		1				34
EMS	53	41	1	3	2				100

October									
Fire	20	19							39
EMS									0

November									
Fire	31	21		1	1				54
EMS									0

December									
Fire	21	14	2		1				38
EMS									0

DocuSigned by:

 7B54913BE634441...

1/10/2025



Station Report

WOLFFORTH FIRE DEPARTMENT



December 2024

Total # of CFS 38

Date Time_Call Create	Call Type Description	Unit	Address
2024-12-01 13:57:42.043	FIRE ALARM	WFDE5	3411 GOOD PRAIRIE AVE, WOLFFORTH
2024-12-02 08:48:08.813	ACCIDENT	WFD1	801 HWY 62-82 FRD, WOLFFORTH
		WFDE5	801 HWY 62-82 FRD, WOLFFORTH
2024-12-02 18:07:58.343	ACCIDENT	WFD1	902 N DOWDEN RD, WOLFFORTH
		WFDE5	902 N DOWDEN RD, WOLFFORTH
2024-12-02 20:42:32.423	ASSIST AGENCY	WFD1	19210 C R 2400, LUBBOCK CO
2024-12-03 13:16:49.723	ACCIDENT W/INJURIES	WFDE4	902 N DOWDEN RD, WOLFFORTH
		WFDE5	902 N DOWDEN RD, WOLFFORTH
2024-12-05 06:31:08.027	FIRE ALARM	WFD1	808 MAIN ST, WOLFFORTH
		WFDC1	808 MAIN ST, WOLFFORTH
		WFDE5	808 MAIN ST, WOLFFORTH
2024-12-05 09:10:24.407	ACCIDENT	WFD1	902 N DOWDEN RD, WOLFFORTH
		WFDE5	902 N DOWDEN RD, WOLFFORTH
2024-12-05 10:18:43.507	ACCIDENT W/INJURIES	WFD1	F M 2378-C R 1000 / FILLY RD, LUBBOCK CO
		WFDC1	F M 2378-C R 1000 / FILLY RD, LUBBOCK CO
		WFDE5	F M 2378-C R 1000 / FILLY RD, LUBBOCK CO
2024-12-05 14:46:00.280	ASSIST AGENCY	WFD1	920 HWY 62-82 FRD, LUBBOCK CO
		WFDE5	920 HWY 62-82 FRD, LUBBOCK CO
2024-12-05 16:08:59.290	ACCIDENT	WFD1	MAIN ST / ELM AVE, WOLFFORTH
		WFDE5	MAIN ST / ELM AVE, WOLFFORTH
2024-12-07 08:57:46.447	ACCIDENT	WFD1	7907 82ND ST, WOLFFORTH
		WFDC2	7907 82ND ST, WOLFFORTH
		WFDE5	7907 82ND ST, WOLFFORTH
2024-12-09 01:08:02.320	ACCIDENT	WFD1	13301 F M 179-C R 1400, LUBBOCK CO
2024-12-09 05:54:00.270	FIRE OTHER	WFDE5	1111 DONALD PRESTON DR, WOLFFORTH
		WFDTR2	1111 DONALD PRESTON DR, WOLFFORTH
2024-12-10 21:01:45.210	FIRE ALARM	WFD1	705 E 17TH ST, WOLFFORTH
		WFDC1	705 E 17TH ST, WOLFFORTH
		WFDE5	705 E 17TH ST, WOLFFORTH
2024-12-10 23:04:46.283	FIRE ALARM	WFD1	9915 WOODROW RD, LUBBOCK CO
		WFDE5	9915 WOODROW RD, LUBBOCK CO
2024-12-11 18:28:07.477	ACCIDENT	WFDE5	520 DONALD PRESTON DR, WOLFFORTH
2024-12-12 13:09:30.743	STRUCTURE FIRE	TANKNW	11705 C R 7000, LUBBOCK CO
		WFD1	11705 C R 7000, LUBBOCK CO

2024-12-12 13:09:30.743	STRUCTURE FIRE	WFDC1	11705 C R 7000, LUBBOCK CO
		WFDC2	11705 C R 7000, LUBBOCK CO
		WFDE5	11705 C R 7000, LUBBOCK CO
2024-12-16 12:21:40.120	FIRE OTHER	WFD1	8804 C R 7310, LUBBOCK CO
		WFDE5	8804 C R 7310, LUBBOCK CO
2024-12-16 15:58:00.690	VEHICLE FIRE	WFDC1	10609 C R 6900, LUBBOCK CO
		WFDE4	10609 C R 6900, LUBBOCK CO
		WFDE5	10609 C R 6900, LUBBOCK CO
		WFDTA1	10609 C R 6900, LUBBOCK CO
2024-12-16 19:18:00.863	ACCIDENT	WFDE5	114TH ST / ALCOVE AVE, WOLFFORTH
		WFDTA1	114TH ST / ALCOVE AVE, WOLFFORTH
		WFDTR2	114TH ST / ALCOVE AVE, WOLFFORTH
2024-12-18 16:22:16.607	ACCIDENT	WFD1	ALCOVE AVE / 82ND ST, LUBBOCK
2024-12-19 09:25:17.897	ACCIDENT	WFD1	5TH ST / DOWDEN RD, WOLFFORTH
		WFDE5	5TH ST / DOWDEN RD, WOLFFORTH
2024-12-20 09:29:58.293	ACCIDENT W/INJURIES	WFD1	DOWDEN RD / BROOKE BLVD, WOLFFORTH
		WFDC1	DOWDEN RD / BROOKE BLVD, WOLFFORTH
		WFDE5	DOWDEN RD / BROOKE BLVD, WOLFFORTH
2024-12-20 14:25:15.993	ASSIST AGENCY	WFD1	E F M 41 / QUAIL RD,
		WFDC1	E F M 41 / QUAIL RD,
		WFDE5	E F M 41 / QUAIL RD,
		WFDTR2	E F M 41 / QUAIL RD,
2024-12-20 17:52:06.653	ACCIDENT W/INJURIES	WFD1	13TH ST / FLINT AVE, WOLFFORTH
2024-12-21 10:52:01.827	FIRE OTHER	WFD1	305 CEDAR AVE, WOLFFORTH
		WFDE5	305 CEDAR AVE, WOLFFORTH
2024-12-22 10:20:10.480	FIRE ALARM	WFD1	508 E HWY 62-82 FRD, WOLFFORTH
		WFDC1	508 E HWY 62-82 FRD, WOLFFORTH
		WFDE4	508 E HWY 62-82 FRD, WOLFFORTH
		WFDE5	508 E HWY 62-82 FRD, WOLFFORTH
2024-12-22 10:46:11.067	DEATH INVESTIGATION	WFD3	17002 C R 1350, LUBBOCK CO
		WFDE5	17002 C R 1350, LUBBOCK CO
2024-12-25 02:28:33.867	ASSIST AGENCY	WFD1	114TH ST / HWY 87 FRD, LUBBOCK CO
2024-12-25 19:50:31.907	ILLEGAL BURN	WFD1	5407 C R 1200, LUBBOCK CO
		WFDE5	5407 C R 1200, LUBBOCK CO
		WFDTA1	5407 C R 1200, LUBBOCK CO
2024-12-27 14:30:26.647	FIRE OTHER	WFDC1	302 E HWY 62-82 FRD, WOLFFORTH
		WFDE5	302 E HWY 62-82 FRD, WOLFFORTH
2024-12-28 01:01:47.970	FIRE ALARM	WFD1	2909 ABBEVILLE AVE, WOLFFORTH
		WFDE5	2909 ABBEVILLE AVE, WOLFFORTH
2024-12-28 13:57:55.170	FIRE OTHER	WFD1	8803 P R 7365, LUBBOCK CO
		WFDE5	8803 P R 7365, LUBBOCK CO
2024-12-29 14:24:28.010	FIRE OTHER	WFD1	18 BENNETT CIR, WOLFFORTH
		WFDE5	18 BENNETT CIR, WOLFFORTH

2024-12-29 15:57:56.963

ACCIDENT W/INJURIES

WFDE4 906 DONALD PRESTON DR, WOLFFORTH

2024-12-31 08:18:18.480

ASSIST AGENCY

WFDE5 906 DONALD PRESTON DR, WOLFFORTH

WFD1 1516 YORKSHIRE AVE, WOLFFORTH

WFDC1 1516 YORKSHIRE AVE, WOLFFORTH

WFDE4 1516 YORKSHIRE AVE, WOLFFORTH

WFDE5 1516 YORKSHIRE AVE, WOLFFORTH

2024-12-31 12:44:32.987

ASSIST AGENCY

WFD1 9211 DAWSON AVE, LUBBOCK CO

WFDC1 9211 DAWSON AVE, LUBBOCK CO

WFDE5 9211 DAWSON AVE, LUBBOCK CO

2024-12-31 18:44:47.563

ILLEGAL BURN

WFDC1 302 E 16TH ST, WOLFFORTH

WFDE3 302 E 16TH ST, WOLFFORTH

DocuSigned by:

Lance Barrett

1/10/2025

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Library Reports December 2024

Library Report

Dates included: December 1, 2024 – December 31, 2024

Circulation Statistics: 3,644 Checkouts (up 1,790 from December 2023)

Cards issued: 58 total new cards | 38 in-person cards | 20 website sign-ups

Materials Added: 217 Items Value: \$5,130.37

Materials Weeded: 26 Items Value: \$6,625.23

Overdrive (WT Digital Consortium) – 3,946 eBooks, 3,380 eAudiobooks, and 431 eMagazines

Overdrive New User Registrations – 26 new users

Total number of visitors: 2,134 (up 192 from December 2023)

Total number of computer users: 129

Total number of reference questions: 720

Meeting Room reservations: 14

Program totals: 30 Total Programs: (21 more programs than December 2023)

Family – 3 | Preschool – 11 | School Age – 3 | Teen – 1 | Adult – 4 | Outreach – 8 |

Total Participation: 783 Total (565 more than December 2023)

387 Babies/Toddlers (0-5) | 77 Children (6-11) | 9 Teens (12-18) | 310 adults

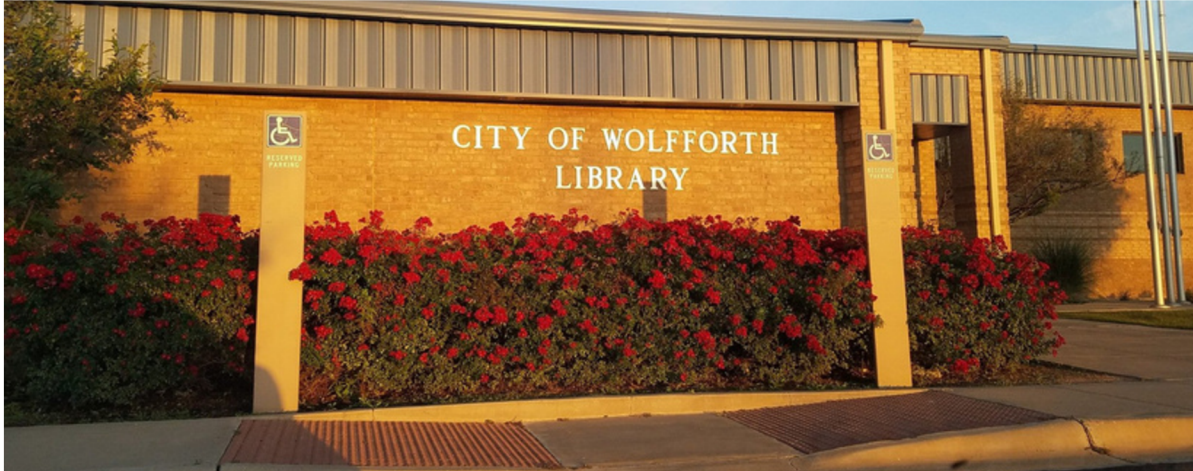
Volunteer Hours: 7.35 hours

As we reflect on 2024, it was our busiest year in Library history. Looking at 2025 and planning programs and outreach opportunities, we hope to continue increasing our reach and support to the community. Part of that does include working on an updated master plan, which we are actively preparing for. Representatives from 720Design visited the Library the last week of December to see the space and learn more about the library. This Master Plan will allow us to focus in our what our community needs, both now, and in the future to prepare our plans to meet those needs. This process will be a big focus for 2025 and will allow us to strategically prepare for our future.

On December 31st, the Library hosted the first ever “Noon Years Eve” party for families to enjoy. Participants enjoys stories, songs, a couple of fun crafts, and then everyone counted down to 12pm (Noon) instead of midnight. When the clock struck noon, there was a balloon drop that brought laughter and excitement from adults and kids. We received so much positive feedback and plan to add this to the calendar for 2025. As we move into spring planning, we are preparing for our Spring Family Place Workshop, Thinking Money for Kids Programming, and seeking out new outreach opportunities in the community.

2024 Review

CITY OF
WOLFFORTH
LIBRARY
◆



A Message from the Director

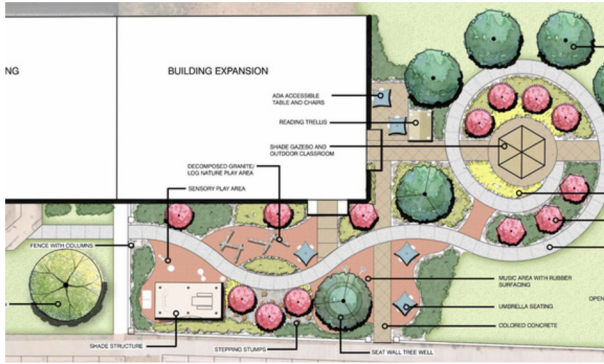
What an incredible year 2024 has been for the Wolfforth Library! This past year marked the busiest year in our history across every area we track. When I first became Library Director in 2013, the Library served 3,600 members, and Wolfforth's population was just under 4,000. Today, our city has grown to more than 7,000 residents, and the Library proudly serves over 10,000 members—an achievement that reflects both the growth of our community and the increasing role the Library plays in it.

To put this growth in perspective, in my first year as director, the Library circulated 15,490 items, hosted 32 programs (for the entire year), and welcomed 24,000 visitors (with a less-than-perfect people counter). At that time, the Library operated with a team of just four staff members, only one of whom was full-time. Fast forward to today: the Library buzzes with activity nearly every day, supported by our amazing team of eight staff members, three of which are full-time. Watching the Library's evolution over the past decade has been nothing short of extraordinary, and it's a journey I will always treasure.

One of the most rewarding aspects of this journey has been welcoming families year after year and witnessing their growth and transformation over time. Many of the children who visited the Library when I first began are now grown, with some even starting families of their own. While my responsibilities keep me in my office more often than I'd like, I'm still uplifted every day by the laughter and conversations I hear between our staff—Mrs. Marla, Mrs. Taylor, and the rest of the team—and the families and individuals who walk through our doors.

It's you—our community—who make the Library so special. Whether you visit once a year or once a week, you are the reason we are here and why we love doing what we do. Your families are the heart of this Library, and we are grateful to be part of your lives. Thank you for making 2024 an unforgettable year, and we look forward to growing with you in the years to come!

Kimberly Brantley



Future Planning

The City of Wolfforth is growing rapidly, along with the surrounding areas of Lubbock County. To keep pace with this growth, the Library must expand its services and facilities to meet increasing demand for books, computers, programs, and community space.

To address the needs of our growing population, we are planning an exciting expansion. The Library owns the land adjacent to its current building, and our vision includes extending the facility, renovating the existing space, and creating a welcoming outdoor area for community activities.

As we move into 2025, we will partner with a professional planning firm to develop a Master Plan. This plan will be shaped by input from our community to ensure the design reflects the needs and aspirations of our residents.

We invite you to stay engaged during this transformative time. Follow us on social media, sign up for our newsletter, and watch for opportunities to contribute your ideas. Together, we can ensure the future of the Library continues to serve as a cornerstone for our growing community.



Community Outreach Highlights

This year, the library made a concerted effort to step beyond our walls and into the heart of the community. Our Community Librarian led monthly storytimes at a local childcare facility, engaging little ones from 18 months old through pre-kindergarten with stories and activities that inspire a love of reading.

Library staff also joined in the fun at various City of Wolfforth events, including Fourth on the Fifth, National Night Out, Harvest Festival, and Small Town Christmas. At these events, we connected with community members by sharing free books, custom buttons, and information about library services.

Getting out into the community has been a meaningful experience for us, offering opportunities to meet new faces and introduce the library to individuals who may not yet be regular visitors. We're grateful for the chance to connect and share all the library has to offer!

2024 By the Numbers



Library Use

31,508 visits

1,512 new library cards

1,768 computer users

11,427 reference questions



Library Programs

260 programs

7,825 program attendees

623 summer reading participants



Library Materials

2,093 new items added

48,643 check outs

\$607,462 saved by users



Library Support

265 volunteer hours

\$9,038 donated

New things we did

- Presented at the Association of Rural and Small Libraries Conference.
- Established a Library Foundation and a Library Building Committee.
- Launched a new eBook service: Boundless.
- Hosted our first-ever Library Card Design Contest.

Item # 3.



Thank you for a great year!

CITY OF WOLFFORTH LIBRARY	806-855-4150
wolfforthlibrary.org	508 E. Hwy 62/82, Wolfforth, TX 79382

EDC Report December 2024



Wolfforth Economic Development Corporation Monthly Report

December 16 ,2024 – January 10, 2025

- Worked with Purpose Marketing on January content
- Posted Plumbing job opening for FISD
- Reviewed proposal from sports facilities
- Meeting with Taylor McAlpine
- Wrote article for EST Groundbreaking and uploaded to all social media outlets
- Communicated with Ira Flores about CTE signing day and picked up banners for signing day.
- Ran Placer comparison data for Evie Mae's and Goodline
- Interview with Business View Magazine
- Submission for TML festival feature for 4th on the 5th
- Conversation with Julie at Direct Auto Exchange about marketing and involvement with city events.
- Premeeting conversation with Joel and Randy
- Completed TEDC Economic Excellence Application
- Outreach for community event volunteers
- Wrote thank you note to PoolCorp Headquarters
- Worked on 4th on the 5th
- Happy New Year and Small Business Resources email to local businesses.
- Call with Lubbock Chamber about events and sponsorships
- Conversation with potential business owner moving into affordable storage units
- Conversation with Michael Postar
- Phone call with David Pettit Economic Group
- Research on ICSC attendee list
- Hi-Fidelity BRE and marketing reel
- Follow-up with Business View Magazine
- Conversation with Natalie Moore on TIRZ boundary amendment

On-Going Monthly Activity:

- Continue to create social media content, monitor all social media platforms, like and comment on business posts
- Monitor website activity and create content articles as needed
- Work on EDOIQ
- Pop into businesses to say hi and check in, in between business retention and expansion visits.
- Communicate with LeadingEDG on business activities

Budget Reports December 2024



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - General Fund							
Revenue							
Department: 000 - Non-departmental							
01-000-31100-000	Property Taxes	5,104,144.00	5,104,144.00	3,236,771.89	3,495,515.77	-1,608,628.23	31.52 %
01-000-31300-000	Sales Tax	1,360,000.00	1,360,000.00	120,327.27	120,327.27	-1,239,672.73	91.15 %
01-000-31600-000	Franchise Fees	350,000.00	350,000.00	-65,509.93	8,048.19	-341,951.81	97.70 %
01-000-32200-000	Building Permits	305,000.00	305,000.00	15,656.10	40,455.34	-264,544.66	86.74 %
01-000-32310-000	Electrical Permits	170,000.00	170,000.00	8,596.60	24,363.61	-145,636.39	85.67 %
01-000-32320-000	Mechanical Permits	160,000.00	160,000.00	7,386.33	20,322.33	-139,677.67	87.30 %
01-000-32330-000	Plumbing Permits	170,000.00	170,000.00	11,844.20	30,263.09	-139,736.91	82.20 %
01-000-32340-000	Sprinkler Permits	11,500.00	11,500.00	1,960.00	4,760.00	-6,740.00	58.61 %
01-000-32400-000	Re-Inspection Fees	5,000.00	5,000.00	350.00	560.00	-4,440.00	88.80 %
01-000-32450-000	Engineer Review Fees	100,000.00	100,000.00	0.00	1,165.00	-98,835.00	98.84 %
01-000-32500-000	Alarm Permits and Fees	500.00	500.00	0.00	200.00	-300.00	60.00 %
01-000-32600-000	Fire Inspections	10,000.00	10,000.00	0.00	420.00	-9,580.00	95.80 %
01-000-32700-000	Solar Panel Permit	4,000.00	4,000.00	0.00	0.00	-4,000.00	100.00 %
01-000-32800-000	Plat Fee	10,000.00	10,000.00	0.00	250.00	-9,750.00	97.50 %
01-000-32900-000	Miscellaneous Permits	1,500.00	1,500.00	70.00	1,026.24	-473.76	31.58 %
01-000-33800-000	County Library Funds	18,699.00	18,699.00	0.00	60,000.25	41,301.25	320.87 %
01-000-33801-000	Library Revenue	5,000.00	5,000.00	397.33	1,158.62	-3,841.38	76.83 %
01-000-33860-000	Billboard Revenue	2,000.00	2,000.00	250.00	750.00	-1,250.00	62.50 %
01-000-33900-000	Training Center Rental Fee	4,800.00	4,800.00	0.00	0.00	-4,800.00	100.00 %
01-000-33950-000	City Buildings Rent	56,388.00	56,388.00	4,699.00	14,097.00	-42,291.00	75.00 %
01-000-33955-000	Lease Income	12,360.00	12,360.00	30.00	90.00	-12,270.00	99.27 %
01-000-34200-000	County Fire Funds	219,050.00	219,050.00	0.00	219,050.00	0.00	0.00 %
01-000-34205-000	Fire Suppression Revenue	4,500.00	4,500.00	10,027.79	15,675.33	11,175.33	348.34 %
01-000-34500-000	EMS Billing Revenue	360,000.00	360,000.00	28,932.97	86,024.85	-273,975.15	76.10 %
01-000-34520-000	EMS Standby Revenue	10,000.00	10,000.00	6,000.00	6,000.00	-4,000.00	40.00 %
01-000-34700-000	Kennel Care	500.00	500.00	182.00	182.00	-318.00	63.60 %
01-000-35100-000	Municipal Court Revenue	130,000.00	130,000.00	8,765.08	29,651.35	-100,348.65	77.19 %
01-000-36110-000	Interest income	150,000.00	150,000.00	0.00	20,403.06	-129,596.94	86.40 %
01-000-36600-000	Abatement Reimbursement	0.00	0.00	590.00	1,170.00	1,170.00	0.00 %
01-000-36610-000	Abatement Administration	0.00	0.00	1,400.00	2,205.00	2,205.00	0.00 %
01-000-36910-000	Other Income	10,000.00	10,000.00	110.00	227.00	-9,773.00	97.73 %
01-000-36920-001	Salary Expense Recovery-EDC	86,585.00	86,585.00	6,987.64	20,962.92	-65,622.08	75.79 %
01-000-37100-000	Municipal Park Income	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
01-000-38250-000	Credit Card/PCard Rebate	4,000.00	4,000.00	2,095.27	2,223.02	-1,776.98	44.42 %
01-000-39950-000	Transfers in	751,248.00	751,248.00	0.00	0.00	-751,248.00	100.00 %
	Department: 000 - Non-departmental Total:	9,596,774.00	9,596,774.00	3,407,919.54	4,227,547.24	-5,369,226.76	55.95%
	Revenue Total:	9,596,774.00	9,596,774.00	3,407,919.54	4,227,547.24	-5,369,226.76	55.95%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 000 - Non-departmental						
<u>01-000-48500-000</u> 380/Tax Incentives	480,000.00	480,000.00	0.00	742,098.97	-262,098.97	-54.60 %
Department: 000 - Non-departmental Total:	480,000.00	480,000.00	0.00	742,098.97	-262,098.97	-54.60%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 100 - Admin							
01-100-41000-000	Wages	405,013.00	405,013.00	31,201.02	77,799.97	327,213.03	80.79 %
01-100-41005-000	Longevity	1,060.00	1,060.00	32.32	85.49	974.51	91.93 %
01-100-41006-000	Certification Pay	3,600.00	3,600.00	276.92	732.45	2,867.55	79.65 %
01-100-41007-000	Vehicle Allowance	14,000.00	14,000.00	923.08	2,441.55	11,558.45	82.56 %
01-100-41008-000	Deduction Reimbursements	12,000.00	12,000.00	923.08	2,441.55	9,558.45	79.65 %
01-100-41010-000	Vacation Buy Back	10,000.00	10,000.00	6,049.08	9,377.40	622.60	6.23 %
01-100-41200-000	Retirement	48,468.00	48,468.00	4,274.39	10,226.01	38,241.99	78.90 %
01-100-41200-001	Retirement-CM	10,000.00	10,000.00	818.38	2,187.53	7,812.47	78.12 %
01-100-41300-000	FICA	31,799.00	31,799.00	1,450.85	3,485.53	28,313.47	89.04 %
01-100-41400-000	Hospitalization	46,133.00	46,133.00	3,894.13	10,299.96	35,833.04	77.67 %
01-100-41700-000	Unemployment	351.00	351.00	0.00	0.00	351.00	100.00 %
01-100-42010-000	Office Supplies	8,000.00	8,000.00	1,702.60	2,311.14	5,688.86	71.11 %
01-100-42021-000	Cleaning Supplies	1,500.00	1,500.00	0.00	393.40	1,106.60	73.77 %
01-100-42025-000	Food/Drinks	1,800.00	1,800.00	47.35	233.98	1,566.02	87.00 %
01-100-42030-000	Office Equipment	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
01-100-42035-000	Computer Equipment	2,500.00	2,500.00	142.50	142.50	2,357.50	94.30 %
01-100-42150-000	Training Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
01-100-42195-000	Special Events and Awards	15,000.00	15,000.00	10,489.76	13,235.72	1,764.28	11.76 %
01-100-43101-000	Legal Services	28,000.00	28,000.00	591.50	1,636.50	26,363.50	94.16 %
01-100-43105-000	Onboarding Employee Services	500.00	500.00	300.00	300.00	200.00	40.00 %
01-100-43110-000	Other Professional Services	25,000.00	25,000.00	18,423.00	27,175.86	-2,175.86	-8.70 %
01-100-43125-000	IT Services	143,000.00	143,000.00	13,556.30	39,634.76	103,365.24	72.28 %
01-100-43130-000	Software Licensing	2,500.00	2,500.00	2,878.80	5,428.80	-2,928.80	-117.15 %
01-100-43140-000	Legal Publications	500.00	500.00	0.00	3,076.00	-2,576.00	-515.20 %
01-100-43145-000	Election Services	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
01-100-43147-000	GIS Mapping Services	12,000.00	12,000.00	900.00	2,700.00	9,300.00	77.50 %
01-100-43195-000	Electricity/Gas/Phone	70,000.00	70,000.00	8,566.19	28,184.78	41,815.22	59.74 %
01-100-43201-000	Janitorial	40,000.00	40,000.00	8,400.00	11,550.00	28,450.00	71.13 %
01-100-43225-000	R & M Building	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
01-100-43256-000	Insurance Covered Repairs	0.00	0.00	3,615.81	4,986.51	-4,986.51	0.00 %
01-100-43301-000	Insurance	365,000.00	365,000.00	0.00	355,791.94	9,208.06	2.52 %
01-100-43310-000	Records Management Systems	23,000.00	23,000.00	0.00	5,000.00	18,000.00	78.26 %
01-100-43320-000	Postage/Freight	3,000.00	3,000.00	84.19	499.18	2,500.82	83.36 %
01-100-43401-000	Travel/Training	6,000.00	6,000.00	867.28	5,394.79	605.21	10.09 %
01-100-43501-000	Dues/Memberships	3,000.00	3,000.00	2,001.00	2,609.94	390.06	13.00 %
01-100-43505-000	Fees	6,500.00	6,500.00	605.34	1,228.13	5,271.87	81.11 %
01-100-43510-000	Tax Appraisal/Collection	60,386.00	60,386.00	0.00	23,229.50	37,156.50	61.53 %
01-100-43900-000	Other Contractual	80,000.00	80,000.00	382.05	11,098.11	68,901.89	86.13 %
01-100-46130-000	Building Improvements	10,650.00	10,650.00	0.00	0.00	10,650.00	100.00 %
01-100-46135-000	Building Security	53,600.00	53,600.00	0.00	0.00	53,600.00	100.00 %
01-100-46260-000	Computer Equipment	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
01-100-46400-000	Capital Reserves	1,899.00	1,899.00	0.00	0.00	1,899.00	100.00 %
Department: 100 - Admin Total:		1,606,259.00	1,606,259.00	123,396.92	664,918.98	941,340.02	58.60%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Municipal Court							
01-120-41000-000	Wages	37,815.00	37,815.00	3,217.13	8,002.11	29,812.89	78.84 %
01-120-41002-000	Overtime	350.00	350.00	0.00	0.00	350.00	100.00 %
01-120-41005-000	Longevity	120.00	120.00	9.24	24.44	95.56	79.63 %
01-120-41006-000	Certification Pay	1,200.00	1,200.00	92.30	244.13	955.87	79.66 %
01-120-41200-000	Retirement	4,564.00	4,564.00	370.70	923.85	3,640.15	79.76 %
01-120-41300-000	FICA	2,994.00	2,994.00	253.88	632.69	2,361.31	78.87 %
01-120-41400-000	Hospitalization	7,725.00	7,725.00	657.83	1,739.96	5,985.04	77.48 %
01-120-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
01-120-42010-000	Office Supplies	350.00	350.00	0.00	0.00	350.00	100.00 %
01-120-42030-000	Office Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
01-120-43101-000	Legal Services	12,000.00	12,000.00	1,101.00	2,298.00	9,702.00	80.85 %
01-120-43102-000	Collections	4,000.00	4,000.00	192.00	1,119.40	2,880.60	72.02 %
01-120-43103-000	Judge Professional Service	13,000.00	13,000.00	2,000.00	4,000.00	9,000.00	69.23 %
01-120-43130-000	Software Licensing	8,000.00	8,000.00	5,412.68	5,412.68	2,587.32	32.34 %
01-120-43320-000	Postage/Freight	500.00	500.00	0.00	0.00	500.00	100.00 %
01-120-43401-000	Travel/Training	2,000.00	2,000.00	200.00	200.00	1,800.00	90.00 %
01-120-43501-000	Dues/Memberships	325.00	325.00	0.00	0.00	325.00	100.00 %
Department: 120 - Municipal Court Total:		95,560.00	95,560.00	13,506.76	24,597.26	70,962.74	74.26%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 150 - Financial Administration							
01-150-41000-000	Wages	47,133.00	47,133.00	4,803.92	10,807.69	36,325.31	77.07 %
01-150-41002-000	Overtime	350.00	350.00	34.16	59.78	290.22	82.92 %
01-150-41005-000	Longevity	240.00	240.00	18.46	48.83	191.17	79.65 %
01-150-41200-000	Retirement	5,565.00	5,565.00	542.48	1,310.47	4,254.53	76.45 %
01-150-41300-000	FICA	3,651.00	3,651.00	344.89	827.06	2,823.94	77.35 %
01-150-41400-000	Hospitalization	7,767.00	7,767.00	1,164.64	3,080.47	4,686.53	60.34 %
01-150-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
01-150-42010-000	Office Supplies	2,000.00	2,000.00	934.54	1,152.79	847.21	42.36 %
01-150-42035-000	Computer Equipment	1,274.00	1,274.00	0.00	0.00	1,274.00	100.00 %
01-150-43105-000	Audit Services	43,000.00	43,000.00	0.00	0.00	43,000.00	100.00 %
01-150-43110-000	Other Professional Services	0.00	0.00	0.00	2,267.50	-2,267.50	0.00 %
01-150-43130-000	Software Licensing	30,500.00	30,500.00	20,863.00	21,113.00	9,387.00	30.78 %
01-150-43401-000	Travel/Training	1,800.00	1,800.00	97.82	282.74	1,517.26	84.29 %
01-150-43900-000	Other Contractual	100,000.00	100,000.00	0.00	15,000.00	85,000.00	85.00 %
Department: 150 - Financial Administration Total:		243,397.00	243,397.00	28,803.91	55,950.33	187,446.67	77.01%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 160 - Building and Grounds							
01-160-41000-000	Wages	68,765.00	68,765.00	2,644.80	10,340.83	58,424.17	84.96 %
01-160-41002-000	Overtime	2,000.00	2,000.00	0.00	826.85	1,173.15	58.66 %
01-160-41005-000	Longevity	120.00	120.00	4.62	12.22	107.78	89.82 %
01-160-41200-000	Retirement	8,266.00	8,266.00	295.94	1,248.80	7,017.20	84.89 %
01-160-41300-000	FICA	5,423.00	5,423.00	202.68	855.26	4,567.74	84.23 %
01-160-41400-000	Hospitalization	15,419.00	15,419.00	655.27	2,810.08	12,608.92	81.78 %
01-160-41700-000	Unemployment	234.00	234.00	0.00	45.55	188.45	80.53 %
01-160-42021-000	Cleaning Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
01-160-42115-000	Apparel	1,100.00	1,100.00	83.24	270.53	829.47	75.41 %
01-160-42125-000	Fuel/Oil	5,500.00	5,500.00	866.66	1,144.97	4,355.03	79.18 %
01-160-42155-000	Vehicle Supplies	2,500.00	2,500.00	0.00	244.94	2,255.06	90.20 %
01-160-42160-000	Safety Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-42215-000	Chemical Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-42225-000	Mowing Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-160-42230-000	Plumbing Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-42280-000	Senior Citizen Maint Supplies	500.00	500.00	0.00	101.04	398.96	79.79 %
01-160-42900-000	Non-Capital Tools & Equipment	600.00	600.00	0.00	299.48	300.52	50.09 %
01-160-42905-000	Other Operating Supplies	1,000.00	1,000.00	0.00	69.48	930.52	93.05 %
01-160-43195-000	Electricity/Gas/Phone	0.00	0.00	315.02	315.02	-315.02	0.00 %
01-160-43210-000	Lawn Care	20,000.00	20,000.00	1,035.00	2,630.00	17,370.00	86.85 %
01-160-43225-000	R & M Building	11,690.00	11,690.00	1,713.95	1,723.09	9,966.91	85.26 %
01-160-43230-000	R & M Grounds	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
01-160-43245-000	R & M Equipment	2,500.00	2,500.00	1,881.49	4,187.72	-1,687.72	-67.51 %
01-160-43250-000	R & M Vandalism	500.00	500.00	0.00	0.00	500.00	100.00 %
01-160-43255-000	R & M Other	500.00	500.00	0.00	0.00	500.00	100.00 %
01-160-43900-000	Other Contractual	250.00	250.00	0.00	0.00	250.00	100.00 %
01-160-46130-000	Building Improvements	0.00	0.00	0.00	54,496.36	-54,496.36	0.00 %
Department: 160 - Building and Grounds Total:		153,317.00	153,317.00	9,698.67	81,622.22	71,694.78	46.76%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 210 - Police							
01-210-41000-000	Wages	1,171,146.00	1,171,146.00	115,178.44	268,893.90	902,252.10	77.04 %
01-210-41002-000	Overtime	30,000.00	30,000.00	2,919.11	7,858.92	22,141.08	73.80 %
01-210-41004-000	Stipend Pay	7,800.00	7,800.00	907.50	1,361.25	6,438.75	82.55 %
01-210-41005-000	Longevity	6,440.00	6,440.00	512.34	1,355.14	5,084.86	78.96 %
01-210-41006-000	Certification Pay	39,600.00	39,600.00	2,584.70	6,836.53	32,763.47	82.74 %
01-210-41007-000	Vehicle Allowance	6,000.00	6,000.00	461.52	1,220.75	4,779.25	79.65 %
01-210-41200-000	Retirement	145,430.00	145,430.00	13,908.99	32,393.97	113,036.03	77.73 %
01-210-41300-000	FICA	95,415.00	95,415.00	9,182.65	21,531.99	73,883.01	77.43 %
01-210-41400-000	Hospitalization	169,610.00	169,610.00	14,279.49	38,541.75	131,068.25	77.28 %
01-210-41700-000	Unemployment	1,989.00	1,989.00	0.00	0.00	1,989.00	100.00 %
01-210-41900-000	Other Benefits-	13,440.00	13,440.00	1,856.64	3,663.72	9,776.28	72.74 %
01-210-42010-000	Office Supplies	5,000.00	5,000.00	101.59	654.57	4,345.43	86.91 %
01-210-42035-000	Computer Equipment	21,556.00	21,556.00	0.00	1,130.00	20,426.00	94.76 %
01-210-42125-000	Fuel/Oil	75,000.00	75,000.00	3,768.28	8,708.14	66,291.86	88.39 %
01-210-42135-000	CID	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-210-42140-000	Firearm Supplies	6,600.00	6,600.00	0.00	0.00	6,600.00	100.00 %
01-210-42145-000	K-9 Program	18,200.00	18,200.00	352.31	12,936.42	5,263.58	28.92 %
01-210-42165-000	Vehicle Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
01-210-42195-000	Special Events and Awards	4,500.00	4,500.00	39.42	244.30	4,255.70	94.57 %
01-210-42900-000	Non-Capital Tools & Equipment	18,699.00	18,699.00	675.98	3,012.37	15,686.63	83.89 %
01-210-43101-000	Legal Services	5,000.00	5,000.00	514.00	1,654.00	3,346.00	66.92 %
01-210-43105-000	Onboarding Employee Services	2,125.00	2,125.00	0.00	0.00	2,125.00	100.00 %
01-210-43110-000	Other Professional Services	82,500.00	82,500.00	957.22	13,344.20	69,155.80	83.83 %
01-210-43125-000	IT Services	2,000.00	2,000.00	0.00	995.00	1,005.00	50.25 %
01-210-43195-000	Electricity/Gas/Phone	7,000.00	7,000.00	0.00	1,865.26	5,134.74	73.35 %
01-210-43235-000	R & M Radio	15,800.00	15,800.00	0.00	0.00	15,800.00	100.00 %
01-210-43240-000	R & M Vehicle	34,000.00	34,000.00	1,013.46	5,453.46	28,546.54	83.96 %
01-210-43255-000	R & M Other	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-210-43260-000	Equipment Lease	3,000.00	3,000.00	88.64	400.35	2,599.65	86.66 %
01-210-43310-000	Records Management Systems	31,000.00	31,000.00	0.00	5,519.10	25,480.90	82.20 %
01-210-43401-000	Travel/Training	15,000.00	15,000.00	1,110.00	6,223.69	8,776.31	58.51 %
01-210-43501-000	Dues/Memberships	1,000.00	1,000.00	50.00	50.00	950.00	95.00 %
	Department: 210 - Police Total:	2,043,850.00	2,043,850.00	170,462.28	445,848.78	1,598,001.22	78.19%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 220 - Fire							
01-220-41000-000	Wages	1,292,890.00	1,292,890.00	103,022.28	223,422.27	1,069,467.73	82.72 %
01-220-41001-000	Part Time Wages	0.00	0.00	2,284.45	17,232.62	-17,232.62	0.00 %
01-220-41002-000	Overtime	52,500.00	52,500.00	13,776.06	30,525.20	21,974.80	41.86 %
01-220-41003-000	Standby Pay	0.00	0.00	674.20	3,530.42	-3,530.42	0.00 %
01-220-41005-000	Longevity	1,680.00	1,680.00	110.78	293.01	1,386.99	82.56 %
01-220-41006-000	Certification Pay	69,600.00	69,600.00	2,953.90	7,707.38	61,892.62	88.93 %
01-220-41200-000	Retirement	164,328.00	164,328.00	13,402.72	29,896.53	134,431.47	81.81 %
01-220-41240-000	Firefighters Retirement	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
01-220-41300-000	FICA	80,888.00	80,888.00	8,988.53	20,792.70	60,095.30	74.29 %
01-220-41400-000	Hospitalization	175,876.00	175,876.00	21,397.47	45,562.49	130,313.51	74.09 %
01-220-41700-000	Unemployment	2,574.00	2,574.00	492.74	1,092.17	1,481.83	57.57 %
01-220-42010-000	Office Supplies	5,000.00	5,000.00	554.21	1,290.63	3,709.37	74.19 %
01-220-42020-000	Building Supplies	10,000.00	10,000.00	3,932.23	4,091.93	5,908.07	59.08 %
01-220-42021-000	Cleaning Supplies	6,000.00	6,000.00	0.00	1,216.67	4,783.33	79.72 %
01-220-42030-000	Office Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-220-42035-000	Computer Equipment	6,488.00	6,488.00	-81.72	-4.78	6,492.78	100.07 %
01-220-42110-000	Turnout Gear	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
01-220-42115-000	Apparel	14,000.00	14,000.00	73.28	1,552.21	12,447.79	88.91 %
01-220-42120-000	Medical Supplies	40,000.00	40,000.00	2,938.11	9,285.06	30,714.94	76.79 %
01-220-42125-000	Fuel/Oil	27,000.00	27,000.00	87.91	3,891.40	23,108.60	85.59 %
01-220-42130-000	Pager/Radio Supplies	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
01-220-42150-000	Training Supplies	15,000.00	15,000.00	0.00	134.28	14,865.72	99.10 %
01-220-42155-000	Vehicle Supplies	25,000.00	25,000.00	796.33	15,836.83	9,163.17	36.65 %
01-220-42195-000	Special Events and Awards	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
01-220-42900-000	Non-Capital Tools & Equipment	50,000.00	50,000.00	-156.22	2,773.28	47,226.72	94.45 %
01-220-42905-000	Other Operating Supplies	15,000.00	15,000.00	0.00	52.96	14,947.04	99.65 %
01-220-43101-000	Legal Services	500.00	500.00	0.00	0.00	500.00	100.00 %
01-220-43105-000	Onboarding Employee Services	5,000.00	5,000.00	0.00	1,328.50	3,671.50	73.43 %
01-220-43107-000	Volunteer Firefighters	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
01-220-43110-000	Other Professional Services	12,000.00	12,000.00	2,525.00	8,324.00	3,676.00	30.63 %
01-220-43125-000	IT Services	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-220-43130-000	Software and Licensing	13,000.00	13,000.00	0.00	10,152.82	2,847.18	21.90 %
01-220-43195-000	Electricity, Gas, Phone	20,000.00	20,000.00	1,390.45	5,095.52	14,904.48	74.52 %
01-220-43201-000	Janitorial	20,000.00	20,000.00	2,800.00	4,200.00	15,800.00	79.00 %
01-220-43225-000	R & M Building	15,000.00	15,000.00	194.85	2,545.66	12,454.34	83.03 %
01-220-43230-000	R & M Grounds	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
01-220-43235-000	R & M Radio	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-220-43240-000	R & M Vehicle	25,000.00	25,000.00	3,455.55	14,568.68	10,431.32	41.73 %
01-220-43245-000	R & M Equipment	20,000.00	20,000.00	1,101.47	2,659.26	17,340.74	86.70 %
01-220-43265-000	Annual Services Fees	2,000.00	2,000.00	500.00	500.00	1,500.00	75.00 %
01-220-43320-000	Postage/Freight	300.00	300.00	0.00	0.00	300.00	100.00 %
01-220-43401-000	Travel/Training	58,000.00	58,000.00	11,073.81	18,466.53	39,533.47	68.16 %
01-220-43501-000	Dues/Memberships	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-220-43600-000	Licenses and Certifications	4,600.00	4,600.00	183.17	1,805.48	2,794.52	60.75 %
01-220-43900-000	Other Contractual	153,000.00	153,000.00	0.00	35.39	152,964.61	99.98 %
01-220-46150-000	Other Improvements	0.00	0.00	0.00	3,375.00	-3,375.00	0.00 %
01-220-46180-000	Land & Building Acquisition	0.00	0.00	5,815.72	162,224.67	-162,224.67	0.00 %
01-220-46240-000	Furniture/Fixtures	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
01-220-46250-000	Office Equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-220-46285-000	Fire Equipment	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
01-220-46290-000	Radio Equipment	28,000.00	28,000.00	0.00	0.00	28,000.00	100.00 %
Department: 220 - Fire Total:		2,656,224.00	2,656,224.00	204,287.28	655,456.77	2,000,767.23	75.32%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 230 - Emergency Management							
01-230-42010-000	Office Supplies	550.00	550.00	0.00	0.00	550.00	100.00 %
01-230-42115-000	Apparel	500.00	500.00	0.00	0.00	500.00	100.00 %
01-230-42125-000	Fuel/Oil	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-230-42155-000	Vehicle Supplies	1,000.00	1,000.00	0.00	414.72	585.28	58.53 %
01-230-43195-000	Electricity/Gas/Phone	1,000.00	1,000.00	0.00	95.99	904.01	90.40 %
01-230-43240-000	R & M Vehicle	12,000.00	12,000.00	0.00	14.50	11,985.50	99.88 %
01-230-43265-000	Annual Services Fees	7,800.00	7,800.00	0.00	0.00	7,800.00	100.00 %
01-230-43401-000	Travel/Training	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
01-230-46290-000	Radio Equipment	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
Department: 230 - Emergency Management Total:		43,850.00	43,850.00	0.00	525.21	43,324.79	98.80%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 250 - Public Services							
01-250-42021-000	Cleaning Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
01-250-42115-000	Apparel	750.00	750.00	0.00	0.00	750.00	100.00 %
01-250-42155-000	Vehicle Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
01-250-42160-000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-250-42215-000	Vector Chemicals	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
01-250-42240-000	Kennel Supplies	3,000.00	3,000.00	56.04	178.97	2,821.03	94.03 %
01-250-42900-000	Non-Capital Tools & Equipment	7,000.00	7,000.00	0.00	67.72	6,932.28	99.03 %
01-250-42905-000	Other Operating Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
01-250-43110-000	Other Professional Services	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-250-43201-000	Janitorial	350.00	350.00	0.00	0.00	350.00	100.00 %
01-250-43230-000	R & M Grounds	250.00	250.00	0.00	0.00	250.00	100.00 %
01-250-43255-000	R & M Other	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
01-250-43265-000	Annual Services Fees	600.00	600.00	0.00	0.00	600.00	100.00 %
01-250-43600-000	Licenses and Certifications	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
Department: 250 - Public Services Total:		48,300.00	48,300.00	56.04	246.69	48,053.31	99.49%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 260 - Library							
01-260-41000-000	Wages	206,116.00	206,116.00	17,692.19	43,316.72	162,799.28	78.98 %
01-260-41005-000	Longevity	1,500.00	1,500.00	115.36	305.13	1,194.87	79.66 %
01-260-41006-000	Certification Pay	7,200.00	7,200.00	553.86	1,464.96	5,735.04	79.65 %
01-260-41200-000	Retirement	19,534.00	19,534.00	1,639.71	3,984.76	15,549.24	79.60 %
01-260-41300-000	FICA	16,434.00	16,434.00	1,358.30	3,326.59	13,107.41	79.76 %
01-260-41400-000	Hospitalization	33,155.00	33,155.00	3,007.03	7,953.58	25,201.42	76.01 %
01-260-41700-000	Unemployment	936.00	936.00	28.70	98.43	837.57	89.48 %
01-260-42010-000	Office Supplies	6,250.00	6,250.00	38.46	178.80	6,071.20	97.14 %
01-260-42011-000	Processing Supplies	8,000.00	8,000.00	58.70	435.69	7,564.31	94.55 %
01-260-42012-000	Marketing Supplies	2,250.00	2,250.00	363.00	1,416.70	833.30	37.04 %
01-260-42013-000	Periodicals	500.00	500.00	0.00	0.00	500.00	100.00 %
01-260-42020-000	Building Supplies	1,250.00	1,250.00	0.00	199.00	1,051.00	84.08 %
01-260-42021-000	Cleaning Supplies	2,000.00	2,000.00	353.69	1,098.95	901.05	45.05 %
01-260-42025-000	Food/Drinks	1,500.00	1,500.00	0.00	300.96	1,199.04	79.94 %
01-260-42030-000	Office Equipment	2,000.00	2,000.00	200.97	200.97	1,799.03	89.95 %
01-260-42035-000	Computer Equipment	5,096.00	5,096.00	0.00	0.00	5,096.00	100.00 %
01-260-42190-000	Program Supplies	18,000.00	18,000.00	3,398.77	5,004.90	12,995.10	72.20 %
01-260-42200-000	Print/Physical Books	17,500.00	17,500.00	430.54	7,775.52	9,724.48	55.57 %
01-260-42201-000	Digital Books	7,500.00	7,500.00	1,000.00	1,221.97	6,278.03	83.71 %
01-260-42202-000	Other Material Types	5,000.00	5,000.00	203.00	1,170.83	3,829.17	76.58 %
01-260-42905-000	Other Operating Supplies	1,000.00	1,000.00	0.00	452.00	548.00	54.80 %
01-260-43101-000	Legal Services	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-260-43110-000	Other Professional Services	0.00	0.00	0.00	375.00	-375.00	0.00 %
01-260-43125-000	IT Services	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-260-43130-000	Software Licensing	8,500.00	8,500.00	500.00	4,538.83	3,961.17	46.60 %
01-260-43195-000	Electricity/Gas/Phone	12,000.00	12,000.00	0.00	1,847.45	10,152.55	84.60 %
01-260-43201-000	Janitorial	21,000.00	21,000.00	6,950.00	8,500.00	12,500.00	59.52 %
01-260-43225-000	R & M Building	10,000.00	10,000.00	87.18	721.31	9,278.69	92.79 %
01-260-43230-000	R & M Grounds	7,500.00	7,500.00	860.00	1,460.00	6,040.00	80.53 %
01-260-43260-000	Equipment Lease	4,250.00	4,250.00	0.00	696.57	3,553.43	83.61 %
01-260-43320-000	Postage/Freight	500.00	500.00	0.00	0.00	500.00	100.00 %
01-260-43401-000	Travel/Training	7,500.00	7,500.00	0.00	282.71	7,217.29	96.23 %
01-260-43501-000	Dues/Memberships	1,250.00	1,250.00	-796.00	0.00	1,250.00	100.00 %
01-260-43505-000	Fees	250.00	250.00	21.96	128.30	121.70	48.68 %
01-260-43700-000	Safety/Security	500.00	500.00	0.00	0.00	500.00	100.00 %
01-260-43900-000	Other Contractual	1,000.00	1,000.00	179.00	184.00	816.00	81.60 %
Department: 260 - Library Total:		438,971.00	438,971.00	38,244.42	98,640.63	340,330.37	77.53%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 310 - Streets							
01-310-41000-000	Wages	36,215.00	36,215.00	2,838.40	7,516.44	28,698.56	79.24 %
01-310-41005-000	Longevity	120.00	120.00	9.24	24.44	95.56	79.63 %
01-310-41200-000	Retirement	4,324.00	4,324.00	318.08	842.31	3,481.69	80.52 %
01-310-41300-000	FICA	2,857.00	2,857.00	217.34	575.54	2,281.46	79.86 %
01-310-41400-000	Hospitalization	7,721.00	7,721.00	657.15	1,738.16	5,982.84	77.49 %
01-310-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
01-310-42115-000	Apparel	757.00	757.00	67.12	218.14	538.86	71.18 %
01-310-42125-000	Fuel/Oil	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
01-310-42155-000	Vehicle Supplies	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-310-42160-000	Safety Equipment	750.00	750.00	0.00	0.00	750.00	100.00 %
01-310-42210-000	Asphalt Products	22,000.00	22,000.00	0.00	7,440.00	14,560.00	66.18 %
01-310-42220-000	Signage	2,000.00	2,000.00	0.00	274.00	1,726.00	86.30 %
01-310-42255-000	Street Lighting	48,000.00	48,000.00	328.18	1,218.23	46,781.77	97.46 %
01-310-42900-000	Non-Capital Tools & Equipment	500.00	500.00	19.34	3,714.34	-3,214.34	-642.87 %
01-310-42905-000	Other Operating Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-310-43115-000	Engineering Services	17,000.00	17,000.00	3,000.00	3,000.00	14,000.00	82.35 %
01-310-43221-000	Sealcoating/Street Maintenance	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
01-310-43222-000	Signal Control	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
01-310-43245-000	R & M Equipment	300.00	300.00	0.00	0.00	300.00	100.00 %
01-310-43247-000	R & M Streets	29,000.00	29,000.00	0.00	15,433.10	13,566.90	46.78 %
01-310-43255-000	R & M Other	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
01-310-43900-000	Other Contractual	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
01-310-46175-000	Alcove Avenue	0.00	0.00	0.00	18,108.00	-18,108.00	0.00 %
01-310-46300-000	Other Equipment	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
Department: 310 - Streets Total:		546,961.00	546,961.00	7,454.85	60,102.70	486,858.30	89.01%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 350 - Parks							
01-350-41000-000	Wages	35,215.00	35,215.00	2,708.80	7,164.78	28,050.22	79.65 %
01-350-41002-000	Overtime	2,000.00	2,000.00	25.48	574.48	1,425.52	71.28 %
01-350-41005-000	Longevity	120.00	120.00	9.24	24.44	95.56	79.63 %
01-350-41200-000	Retirement	4,354.00	4,354.00	306.45	867.20	3,486.80	80.08 %
01-350-41300-000	FICA	2,857.00	2,857.00	188.09	536.27	2,320.73	81.23 %
01-350-41400-000	Hospitalization	7,713.00	7,713.00	1,182.06	3,126.54	4,586.46	59.46 %
01-350-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
01-350-42115-000	Apparel	1,500.00	1,500.00	399.60	890.90	609.10	40.61 %
01-350-42155-000	Vehicle Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
01-350-42160-000	Safety Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
01-350-42220-000	Signage	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
01-350-42250-000	Electricity Baseball Field	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00 %
01-350-42905-000	Other Operating Supplies	2,500.00	2,500.00	0.00	27.97	2,472.03	98.88 %
01-350-43195-000	Electricity/Gas/Phone	18,000.00	18,000.00	883.23	5,144.92	12,855.08	71.42 %
01-350-43210-000	Lawn Care	45,000.00	45,000.00	2,265.00	9,225.00	35,775.00	79.50 %
01-350-43230-000	R & M Grounds	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
01-350-43250-000	R & M Vandalism	250.00	250.00	0.00	0.00	250.00	100.00 %
01-350-43255-000	R & M Other	7,500.00	7,500.00	1,399.05	1,399.05	6,100.95	81.35 %
01-350-43900-000	Other Contractual	5,000.00	5,000.00	650.00	1,950.00	3,050.00	61.00 %
01-350-46300-000	Other Equipment	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
	Department: 350 - Parks Total:	188,876.00	188,876.00	10,017.00	30,931.55	157,944.45	83.62%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 400 - Development							
01-400-41000-000	Wages	224,744.00	224,744.00	17,288.00	45,841.08	178,902.92	79.60 %
01-400-41002-000	Overtime	750.00	750.00	84.80	339.19	410.81	54.77 %
01-400-41005-000	Longevity	420.00	420.00	23.08	61.05	358.95	85.46 %
01-400-41006-000	Certification Pay	13,200.00	13,200.00	1,107.70	2,929.87	10,270.13	77.80 %
01-400-41200-000	Retirement	27,881.00	27,881.00	2,066.86	5,492.44	22,388.56	80.30 %
01-400-41300-000	FICA	18,293.00	18,293.00	1,342.57	3,568.66	14,724.34	80.49 %
01-400-41400-000	Hospitalization	45,894.00	45,894.00	4,185.41	11,070.38	34,823.62	75.88 %
01-400-41700-000	Unemployment	468.00	468.00	0.00	0.00	468.00	100.00 %
01-400-42010-000	Office Supplies	1,500.00	1,500.00	0.00	405.16	1,094.84	72.99 %
01-400-42030-000	Office Equipment	4,000.00	4,000.00	0.00	2,214.64	1,785.36	44.63 %
01-400-42035-000	Computer Equipment	2,548.00	2,548.00	0.00	9.99	2,538.01	99.61 %
01-400-42115-000	Apparel	550.00	550.00	0.00	595.24	-45.24	-8.23 %
01-400-42125-000	Fuel/Oil	4,500.00	4,500.00	191.40	632.21	3,867.79	85.95 %
01-400-42155-000	Vehicle Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-400-42195-000	Special Events and Awards	800.00	800.00	0.00	104.76	695.24	86.91 %
01-400-43101-000	Legal Services	10,000.00	10,000.00	692.00	982.00	9,018.00	90.18 %
01-400-43115-000	Engineering Services	75,000.00	75,000.00	0.00	9,665.00	65,335.00	87.11 %
01-400-43116-000	Inspection Services	425,000.00	425,000.00	147.00	33,893.48	391,106.52	92.03 %
01-400-43130-000	Software Licensing	22,500.00	22,500.00	0.00	0.00	22,500.00	100.00 %
01-400-43140-000	Legal Publications	5,000.00	5,000.00	288.88	652.88	4,347.12	86.94 %
01-400-43155-000	Abatement/demolition	30,000.00	30,000.00	0.00	1,545.00	28,455.00	94.85 %
01-400-43195-000	Electricity/Gas/Phone	1,500.00	1,500.00	0.00	261.86	1,238.14	82.54 %
01-400-43240-000	R & M Vehicle	1,000.00	1,000.00	0.00	60.00	940.00	94.00 %
01-400-43320-000	Postage/Freight	1,000.00	1,000.00	0.00	156.24	843.76	84.38 %
01-400-43401-000	Travel/Training	6,000.00	6,000.00	69.68	1,516.99	4,483.01	74.72 %
01-400-43501-000	Dues/Memberships	750.00	750.00	140.00	140.00	610.00	81.33 %
Department: 400 - Development Total:		924,298.00	924,298.00	27,627.38	122,138.12	802,159.88	86.79%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 752 - Economic Development							
01-752-41000-000	Wages	84,303.00	84,303.00	6,484.80	18,763.77	65,539.23	77.74 %
01-752-41005-000	Longevity	120.00	120.00	0.00	0.00	120.00	100.00 %
01-752-41006-000	Certification Pay	2,400.00	2,400.00	184.62	534.20	1,865.80	77.74 %
01-752-41007-000	Vehicle Allowance	6,000.00	6,000.00	369.24	1,068.40	4,931.60	82.19 %
01-752-41200-000	Retirement	10,124.00	10,124.00	786.22	2,274.93	7,849.07	77.53 %
01-752-41300-000	FICA	6,642.00	6,642.00	488.88	1,414.57	5,227.43	78.70 %
01-752-41400-000	Hospitalization	17,205.00	17,205.00	1,668.58	4,828.03	12,376.97	71.94 %
01-752-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
01-752-43195-000	Electricity/Gas/Phone	0.00	0.00	0.00	39.88	-39.88	0.00 %
Department: 752 - Economic Development Total:		126,911.00	126,911.00	9,982.34	28,923.78	97,987.22	77.21%
Expense Total:		9,596,774.00	9,596,774.00	643,537.85	3,012,001.99	6,584,772.01	68.61%
Fund: 01 - General Fund Surplus (Deficit):		0.00	0.00	2,764,381.69	1,215,545.25	1,215,545.25	0.00%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 02 - Enterprise Fund							
Revenue							
Department: 000 - Non-departmental							
02-000-36110-000	Interest income	110,000.00	110,000.00	0.00	74,591.83	-35,408.17	32.19 %
02-000-36200-000	MS4 Permits	3,000.00	3,000.00	270.00	840.00	-2,160.00	72.00 %
02-000-36300-000	Well Permit Fees	250.00	250.00	0.00	0.00	-250.00	100.00 %
02-000-36500-000	Meter Set and Sewer Access	335,000.00	335,000.00	16,200.00	43,200.00	-291,800.00	87.10 %
02-000-36800-000	Long/Short	0.00	0.00	0.00	0.20	0.20	0.00 %
02-000-36900-000	Other Income	0.00	0.00	0.00	1.86	1.86	0.00 %
02-000-38100-000	Water Revenue	5,150,000.00	5,150,000.00	350,114.90	1,209,715.26	-3,940,284.74	76.51 %
02-000-38200-000	Sewer Revenue	1,150,000.00	1,150,000.00	107,725.56	320,893.99	-829,106.01	72.10 %
02-000-38250-000	Credit Card/PCard Rebate	3,500.00	3,500.00	2,095.27	2,223.01	-1,276.99	36.49 %
02-000-38300-000	Water Treatment	310,000.00	310,000.00	26,761.59	79,876.53	-230,123.47	74.23 %
02-000-38600-000	Late Charges	102,000.00	102,000.00	9,699.73	28,962.73	-73,037.27	71.61 %
02-000-38700-000	Disconnect/Cut Off Fees	28,000.00	28,000.00	2,500.00	6,920.00	-21,080.00	75.29 %
02-000-38750-000	Reconnect Fees	31,000.00	31,000.00	1,500.00	4,825.00	-26,175.00	84.44 %
02-000-38800-000	NSF Fees	7,500.00	7,500.00	400.00	1,700.00	-5,800.00	77.33 %
02-000-38850-000	Collections Fee	0.00	0.00	574.14	634.15	634.15	0.00 %
02-000-38900-000	Contract Utility Revenue	0.00	0.00	106.84	1,536.39	1,536.39	0.00 %
Department: 000 - Non-departmental Total:		7,230,250.00	7,230,250.00	517,948.03	1,775,920.95	-5,454,329.05	75.44%
Revenue Total:		7,230,250.00	7,230,250.00	517,948.03	1,775,920.95	-5,454,329.05	75.44%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Expense							
Department: 000 - Non-departmental							
02-000-44005-000	Operating Transfers Out	600,000.00	600,000.00	0.00	0.00	600,000.00	100.00 %
02-000-48100-000	2013 CO Principal	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00 %
02-000-48101-000	2013 CO Interest	90,975.00	90,975.00	0.00	0.00	90,975.00	100.00 %
02-000-48102-000	2015 Refunding CO Principal	138,294.00	138,294.00	0.00	0.00	138,294.00	100.00 %
02-000-48103-000	2015 Refunding CO Interest	27,326.00	27,326.00	0.00	0.00	27,326.00	100.00 %
02-000-48104-000	2017A CO Principal	65,000.00	65,000.00	0.00	0.00	65,000.00	100.00 %
02-000-48105-000	2017A CO Interest	29,600.00	29,600.00	0.00	0.00	29,600.00	100.00 %
02-000-48110-000	2020 CO Sewer Principal	195,000.00	195,000.00	0.00	0.00	195,000.00	100.00 %
02-000-48111-000	2020 CO Sewer Interest	97,938.00	97,938.00	0.00	0.00	97,938.00	100.00 %
02-000-48112-000	2021 CO Water Principal	270,000.00	270,000.00	0.00	0.00	270,000.00	100.00 %
02-000-48113-000	2021 CO Water Interest	158,369.00	158,369.00	0.00	0.00	158,369.00	100.00 %
02-000-48150-000	Debt Service Paying Agent Fees	1,178.00	1,178.00	0.00	0.00	1,178.00	100.00 %
02-000-48482-000	2024 CO COI	0.00	0.00	-2,604.10	164,772.16	-164,772.16	0.00 %
Department: 000 - Non-departmental Total:		2,003,680.00	2,003,680.00	-2,604.10	164,772.16	1,838,907.84	91.78%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 100 - Admin							
02-100-41000-000	Wages	158,684.00	158,684.00	16,193.48	36,298.80	122,385.20	77.13 %
02-100-41005-000	Longevity	2,160.00	2,160.00	166.16	439.49	1,720.51	79.65 %
02-100-41006-000	Certification Pay	12,000.00	12,000.00	923.08	2,441.55	9,558.45	79.65 %
02-100-41010-000	Vacation Buy back	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
02-100-41200-000	Retirement	20,154.00	20,154.00	1,930.48	4,376.39	15,777.61	78.29 %
02-100-41300-000	FICA	13,223.00	13,223.00	1,322.13	2,997.27	10,225.73	77.33 %
02-100-41400-000	Hospitalization	15,821.00	15,821.00	1,377.30	3,642.95	12,178.05	76.97 %
02-100-41700-000	Unemployment	234.00	234.00	0.00	0.00	234.00	100.00 %
02-100-42025-000	Food/Drinks	2,000.00	2,000.00	76.01	169.94	1,830.06	91.50 %
02-100-42035-000	Computer Equipment	750.00	750.00	0.00	0.00	750.00	100.00 %
02-100-42115-000	Apparel	2,500.00	2,500.00	315.03	1,535.29	964.71	38.59 %
02-100-42125-000	Fuel/Oil	9,000.00	9,000.00	954.20	1,981.08	7,018.92	77.99 %
02-100-42141-000	Employee Supplies	3,200.00	3,200.00	-122.87	72.41	3,127.59	97.74 %
02-100-42155-000	Vehicle Supplies	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
02-100-42905-000	Other Operating Supplies	0.00	0.00	402.90	511.14	-511.14	0.00 %
02-100-43101-000	Legal Services	7,500.00	7,500.00	0.00	676.00	6,824.00	90.99 %
02-100-43105-000	Onboarding Employee Services	500.00	500.00	0.00	132.00	368.00	73.60 %
02-100-43110-000	Other Professional Services	3,000.00	3,000.00	0.00	75.00	2,925.00	97.50 %
02-100-43115-000	Engineering Services	232,000.00	232,000.00	0.00	5,600.00	226,400.00	97.59 %
02-100-43130-000	Software Licensing	12,000.00	12,000.00	0.00	12,000.00	0.00	0.00 %
02-100-43195-000	Electricity/Gas/Phone	250,000.00	250,000.00	10,588.99	37,407.84	212,592.16	85.04 %
02-100-43201-000	Janitorial	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
02-100-43240-000	R & M Vehicle	700.00	700.00	20.00	60.00	640.00	91.43 %
02-100-43265-000	Annual Services Fees	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
02-100-43270-000	Railroad Permit Fees	18,000.00	18,000.00	0.00	4,116.23	13,883.77	77.13 %
02-100-43501-000	Dues/Memberships	500.00	500.00	0.00	226.00	274.00	54.80 %
02-100-43505-000	Fees	72,000.00	72,000.00	5,448.12	11,053.28	60,946.72	84.65 %
02-100-43900-000	Other Contractual	0.00	0.00	92.52	300.69	-300.69	0.00 %
02-100-46400-000	Capital Reserves	477,961.00	477,961.00	0.00	0.00	477,961.00	100.00 %
	Department: 100 - Admin Total:	1,329,887.00	1,329,887.00	39,687.53	126,113.35	1,203,773.65	90.52%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Department: 130 - Engineering							
02-130-43115-000	Engineering Services	200,000.00	200,000.00	12,000.00	12,000.00	188,000.00	94.00 %
02-130-43116-000	Inspection Services	400,000.00	400,000.00	0.00	0.00	400,000.00	100.00 %
Department: 130 - Engineering Total:		600,000.00	600,000.00	12,000.00	12,000.00	588,000.00	98.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 315 - Utility Billing							
02-315-41000-000	Wages	128,960.00	128,960.00	9,999.74	26,118.51	102,841.49	79.75 %
02-315-41002-000	Overtime	500.00	500.00	251.44	571.52	-71.52	-14.30 %
02-315-41005-000	Longevity	240.00	240.00	13.84	36.61	203.39	84.75 %
02-315-41200-000	Retirement	15,124.00	15,124.00	1,146.60	2,985.38	12,138.62	80.26 %
02-315-41300-000	FICA	9,923.00	9,923.00	743.54	1,947.05	7,975.95	80.38 %
02-315-41400-000	Hospitalization	23,244.00	23,244.00	3,011.09	7,620.82	15,623.18	67.21 %
02-315-41700-000	Unemployment	351.00	351.00	0.00	0.00	351.00	100.00 %
02-315-42010-000	Office Supplies	750.00	750.00	78.92	245.29	504.71	67.29 %
02-315-42035-000	Computer Equipment	1,274.00	1,274.00	0.00	0.00	1,274.00	100.00 %
02-315-43102-000	Collections	0.00	0.00	60.01	60.01	-60.01	0.00 %
02-315-43130-000	Software Licensing	25,000.00	25,000.00	13,473.04	13,473.04	11,526.96	46.11 %
02-315-43195-000	Electricity/Gas/Phone	800.00	800.00	0.00	182.98	617.02	77.13 %
02-315-43320-000	Postage/Freight	22,000.00	22,000.00	277.47	4,009.47	17,990.53	81.78 %
02-315-43401-000	Travel/Training	800.00	800.00	46.90	118.70	681.30	85.16 %
02-315-43505-000	Fees	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
02-315-43900-000	Other Contractual	15,000.00	15,000.00	144.96	2,531.25	12,468.75	83.13 %
Department: 315 - Utility Billing Total:		261,966.00	261,966.00	29,247.55	59,900.63	202,065.37	77.13%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 330 - Compliance							
02-330-41000-000	Wages	46,052.00	46,052.00	0.00	0.00	46,052.00	100.00 %
02-330-41006-000	Certification Pay	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
02-330-41200-000	Retirement	5,510.00	5,510.00	0.00	0.00	5,510.00	100.00 %
02-330-41300-000	FICA	3,615.00	3,615.00	0.00	0.00	3,615.00	100.00 %
02-330-41400-000	Hospitalization	7,762.00	7,762.00	0.00	0.00	7,762.00	100.00 %
02-330-41700-000	Unemployment	117.00	117.00	0.00	0.00	117.00	100.00 %
02-330-42010-000	Office Supplies	1,500.00	1,500.00	0.00	156.00	1,344.00	89.60 %
02-330-42030-000	Office Equipment	750.00	750.00	0.00	529.00	221.00	29.47 %
02-330-42035-000	Computer Equipment	1,274.00	1,274.00	0.00	0.00	1,274.00	100.00 %
02-330-42905-000	Other Operating Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
02-330-43101-000	Legal Services	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-330-43110-000	Other Professional Services	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
02-330-43150-000	Marketing	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-330-43265-000	Annual Services Fees	500.00	500.00	0.00	0.00	500.00	100.00 %
02-330-43270-000	Regulatory Licensing/Permittin	0.00	0.00	19.36	8,611.89	-8,611.89	0.00 %
02-330-43900-000	Other Contractual	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
Department: 330 - Compliance Total:		73,780.00	73,780.00	19.36	9,296.89	64,483.11	87.40%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 341 - Water Production							
02-341-41000-000	Wages	116,418.00	116,418.00	9,553.40	23,976.11	92,441.89	79.41 %
02-341-41002-000	Overtime	2,000.00	2,000.00	781.43	2,282.17	-282.17	-14.11 %
02-341-41005-000	Longevity	360.00	360.00	13.84	36.61	323.39	89.83 %
02-341-41006-000	Certification Pay	4,800.00	4,800.00	553.84	1,464.91	3,335.09	69.48 %
02-341-41200-000	Retirement	14,410.00	14,410.00	1,217.81	3,100.76	11,309.24	78.48 %
02-341-41300-000	FICA	9,454.00	9,454.00	834.04	2,123.61	7,330.39	77.54 %
02-341-41400-000	Hospitalization	23,188.00	23,188.00	1,975.71	5,135.50	18,052.50	77.85 %
02-341-41700-000	Unemployment	351.00	351.00	0.00	0.00	351.00	100.00 %
02-341-42115-000	Apparel	950.00	950.00	61.76	200.72	749.28	78.87 %
02-341-42125-000	Fuel/Oil	5,000.00	5,000.00	184.31	729.55	4,270.45	85.41 %
02-341-42155-000	Vehicle Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
02-341-42160-000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-341-42215-000	Chemical Supplies	0.00	0.00	0.00	1,260.00	-1,260.00	0.00 %
02-341-42220-000	Signage	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-341-42400-000	Purchased Water	1,437,000.00	1,437,000.00	89,534.23	208,227.59	1,228,772.41	85.51 %
02-341-42900-000	Non-Capital Tools & Equipment	10,000.00	10,000.00	327.28	1,726.20	8,273.80	82.74 %
02-341-42905-000	Other Operating Supplies	5,000.00	5,000.00	28.96	197.95	4,802.05	96.04 %
02-341-43120-000	Laboratory Services	17,000.00	17,000.00	0.00	2,057.50	14,942.50	87.90 %
02-341-43195-000	Electricity/Gas/Phone	200.00	200.00	0.00	0.00	200.00	100.00 %
02-341-43232-000	R & M Wells	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
02-341-43240-000	R & M Vehicle	1,500.00	1,500.00	1,193.67	2,955.82	-1,455.82	-97.05 %
02-341-43245-000	R & M Equipment	1,000.00	1,000.00	49.50	797.36	202.64	20.26 %
02-341-43255-000	R & M Other	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
02-341-43401-000	Travel/Training	900.00	900.00	0.00	0.00	900.00	100.00 %
02-341-43501-000	Dues/Memberships	500.00	500.00	43.28	87.55	412.45	82.49 %
02-341-43600-000	Licenses and Certifications	1,000.00	1,000.00	427.50	752.50	247.50	24.75 %
02-341-43900-000	Other Contractual	500.00	500.00	0.00	0.00	500.00	100.00 %
02-341-46140-000	SCADA	30,000.00	30,000.00	0.00	3,300.00	26,700.00	89.00 %
02-341-46150-000	Other Improvements	3,000.00	3,000.00	0.00	-25,000.00	28,000.00	933.33 %
02-341-46230-000	Vehicles	0.00	0.00	0.00	623.00	-623.00	0.00 %
Department: 341 - Water Production Total:		1,709,031.00	1,709,031.00	106,780.56	236,035.41	1,472,995.59	86.19%

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Department: 342 - Water Distribution							
02-342-41000-000	Wages	144,768.00	144,768.00	9,055.24	25,286.75	119,481.25	82.53 %
02-342-41002-000	Overtime	2,000.00	2,000.00	24.20	1,324.13	675.87	33.79 %
02-342-41005-000	Longevity	300.00	300.00	23.08	61.05	238.95	79.65 %
02-342-41006-000	Certification Pay	2,400.00	2,400.00	184.62	488.32	1,911.68	79.65 %
02-342-41200-000	Retirement	17,428.00	17,428.00	1,037.37	3,033.79	14,394.21	82.59 %
02-342-41300-000	FICA	11,435.00	11,435.00	660.37	1,945.85	9,489.15	82.98 %
02-342-41400-000	Hospitalization	30,720.00	30,720.00	3,269.24	8,674.64	22,045.36	71.76 %
02-342-41700-000	Unemployment	468.00	468.00	73.92	220.55	247.45	52.87 %
02-342-42115-000	Apparel	1,000.00	1,000.00	47.20	153.40	846.60	84.66 %
02-342-42125-000	Fuel/Oil	5,000.00	5,000.00	315.78	1,147.73	3,852.27	77.05 %
02-342-42155-000	Vehicle Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
02-342-42160-000	Safety Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
02-342-42215-000	Chemical Supplies	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00 %
02-342-42270-000	Meters	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00 %
02-342-42410-000	Water mains and valves	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
02-342-42900-000	Non-Capital Tools & Equipment	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
02-342-42905-000	Other Operating Supplies	25,000.00	25,000.00	399.00	11,549.00	13,451.00	53.80 %
02-342-43125-000	IT Services	500.00	500.00	0.00	0.00	500.00	100.00 %
02-342-43240-000	R & M Vehicle	4,000.00	4,000.00	756.19	796.19	3,203.81	80.10 %
02-342-43255-000	R & M Other	63,500.00	63,500.00	0.00	747.86	62,752.14	98.82 %
02-342-43401-000	Travel/Training	650.00	650.00	0.00	0.00	650.00	100.00 %
02-342-43600-000	Licenses and Certifications	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-342-43900-000	Other Contractual	82,000.00	82,000.00	0.00	17,305.79	64,694.21	78.90 %
02-342-46230-000	Vehicles	130,000.00	130,000.00	0.00	99,307.81	30,692.19	23.61 %
02-342-46300-000	Other Equipment	32,500.00	32,500.00	0.00	30,750.00	1,750.00	5.38 %
Department: 342 - Water Distribution Total:		729,669.00	729,669.00	15,846.21	202,792.86	526,876.14	72.21%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 343 - Water Treatment							
02-343-41000-000	Wages	88,816.00	88,816.00	4,251.20	11,244.42	77,571.58	87.34 %
02-343-41002-000	Overtime	2,000.00	2,000.00	178.80	715.21	1,284.79	64.24 %
02-343-41005-000	Longevity	720.00	720.00	55.38	146.48	573.52	79.66 %
02-343-41006-000	Certification Pay	6,000.00	6,000.00	461.54	1,220.77	4,779.23	79.65 %
02-343-41200-000	Retirement	11,373.00	11,373.00	552.57	1,488.62	9,884.38	86.91 %
02-343-41300-000	FICA	7,462.00	7,462.00	356.64	961.85	6,500.15	87.11 %
02-343-41400-000	Hospitalization	20,397.00	20,397.00	1,197.00	3,166.06	17,230.94	84.48 %
02-343-41700-000	Unemployment	234.00	234.00	0.00	0.00	234.00	100.00 %
02-343-42021-000	Cleaning Supplies	500.00	500.00	25.96	25.96	474.04	94.81 %
02-343-42115-000	Apparel	8,500.00	8,500.00	62.32	202.54	8,297.46	97.62 %
02-343-42125-000	Fuel/Oil	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
02-343-42160-000	Safety Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
02-343-42215-000	Chemical Supplies	100,000.00	100,000.00	1,260.00	13,893.00	86,107.00	86.11 %
02-343-42275-000	Testing Supplies	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
02-343-42285-000	Filters	25,000.00	25,000.00	0.00	13,200.00	11,800.00	47.20 %
02-343-42900-000	Non-Capital Tools & Equipment	3,000.00	3,000.00	64.85	64.85	2,935.15	97.84 %
02-343-42905-000	Other Operating Supplies	25,000.00	25,000.00	920.40	1,746.13	23,253.87	93.02 %
02-343-43120-000	Laboratory Services	17,000.00	17,000.00	585.00	5,161.00	11,839.00	69.64 %
02-343-43245-000	R & M Equipment	30,000.00	30,000.00	749.09	5,903.02	24,096.98	80.32 %
02-343-43255-000	R & M Other	10,000.00	10,000.00	277.06	317.06	9,682.94	96.83 %
02-343-43401-000	Travel/Training	200.00	200.00	0.00	0.00	200.00	100.00 %
02-343-43900-000	Other Contractual	1,500.00	1,500.00	0.00	3,400.00	-1,900.00	-126.67 %
Department: 343 - Water Treatment Total:		365,702.00	365,702.00	10,997.81	62,856.97	302,845.03	82.81%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 361 - Waste Water Collection							
02-361-41000-000	Wages	37,690.00	37,690.00	0.00	3,161.48	34,528.52	91.61 %
02-361-41002-000	Overtime	100.00	100.00	0.00	0.00	100.00	100.00 %
02-361-41200-000	Retirement	4,512.00	4,512.00	0.00	353.14	4,158.86	92.17 %
02-361-41300-000	FICA	2,960.00	2,960.00	0.00	241.85	2,718.15	91.83 %
02-361-41400-000	Hospitalization	7,706.00	7,706.00	0.00	981.98	6,724.02	87.26 %
02-361-41700-000	Unemployment	117.00	117.00	0.00	41.11	75.89	64.86 %
02-361-42115-000	Apparel	800.00	800.00	33.60	109.20	690.80	86.35 %
02-361-42125-000	Fuel/Oil	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-361-42155-000	Vehicle Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
02-361-42160-000	Safety Equipment	750.00	750.00	0.00	0.00	750.00	100.00 %
02-361-42215-000	Chemical Supplies	850.00	850.00	0.00	0.00	850.00	100.00 %
02-361-42900-000	Non-Capital Tools & Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
02-361-42905-000	Other Operating Supplies	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
02-361-43245-000	R & M Equipment	20,000.00	20,000.00	343.98	14,017.51	5,982.49	29.91 %
02-361-46230-000	Vehicles	0.00	0.00	0.00	250.00	-250.00	0.00 %
02-361-46300-000	Other Equipment	47,000.00	47,000.00	0.00	30,750.00	16,250.00	34.57 %
Department: 361 - Waste Water Collection Total:		130,485.00	130,485.00	377.58	49,906.27	80,578.73	61.75%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 362 - Waste Water Treatment							
02-362-42115-000	Apparel	500.00	500.00	0.00	0.00	500.00	100.00 %
02-362-42215-000	Chemical Supplies	12,500.00	12,500.00	0.00	0.00	12,500.00	100.00 %
02-362-42220-000	Signage	0.00	0.00	1,175.00	1,175.00	-1,175.00	0.00 %
02-362-42900-000	Non-Capital Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
02-362-42905-000	Other Operating Supplies	2,000.00	2,000.00	147.24	147.24	1,852.76	92.64 %
02-362-43120-000	Laboratory Services	3,550.00	3,550.00	823.50	1,095.00	2,455.00	69.15 %
02-362-43245-000	R & M Equipment	5,000.00	5,000.00	0.00	597.44	4,402.56	88.05 %
02-362-43255-000	R & M Other	500.00	500.00	0.00	0.00	500.00	100.00 %
02-362-43600-000	Licenses and Certifications	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
02-362-43900-000	Other Contractual	500.00	500.00	0.00	0.00	500.00	100.00 %
Department: 362 - Waste Water Treatment Total:		26,050.00	26,050.00	2,145.74	3,014.68	23,035.32	88.43%
Expense Total:		7,230,250.00	7,230,250.00	214,498.24	926,689.22	6,303,560.78	87.18%
Fund: 02 - Enterprise Fund Surplus (Deficit):		0.00	0.00	303,449.79	849,231.73	849,231.73	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 04 - Debt Service						
Revenue						
Department: 000 - Non-departmental						
<u>04-000-31100-000</u> Property Taxes	1,184,711.00	1,184,711.00	769,133.92	830,617.61	-354,093.39	29.89 %
Department: 000 - Non-departmental Total:	1,184,711.00	1,184,711.00	769,133.92	830,617.61	-354,093.39	29.89%
Revenue Total:	1,184,711.00	1,184,711.00	769,133.92	830,617.61	-354,093.39	29.89%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
Department: 000 - Non-departmental							
04-000-48102-000	2015 Refunding CO Principal	131,706.00	131,706.00	0.00	0.00	131,706.00	100.00 %
04-000-48103-000	2015 Refunding CO Interest	26,025.00	26,025.00	0.00	0.00	26,025.00	100.00 %
04-000-48108-000	2020 Tax Note Principal	220,000.00	220,000.00	0.00	0.00	220,000.00	100.00 %
04-000-48109-000	2020 Tax Note Interest	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
04-000-48114-000	2021 Tax Note Principal	215,000.00	215,000.00	0.00	0.00	215,000.00	100.00 %
04-000-48115-000	2021 Tax Note Interest	23,775.00	23,775.00	0.00	0.00	23,775.00	100.00 %
04-000-48118-000	2020 Refunding CO Principal	85,000.00	85,000.00	0.00	0.00	85,000.00	100.00 %
04-000-48119-000	2020 Refunding CO Interest	20,900.00	20,900.00	0.00	0.00	20,900.00	100.00 %
04-000-48120-000	Fire Apparatus Principal	75,995.00	75,995.00	0.00	75,995.00	0.00	0.00 %
04-000-48121-000	Fire Apparatus Interest	16,216.00	16,216.00	0.00	16,215.61	0.39	0.00 %
04-000-48122-000	2024 PS Tax Note Principal	265,000.00	265,000.00	0.00	0.00	265,000.00	100.00 %
04-000-48123-000	2024 PS Tax Note Interest	74,623.00	74,623.00	0.00	0.00	74,623.00	100.00 %
04-000-48150-000	Debt Service Paying Agent Fees	1,471.00	1,471.00	0.00	0.00	1,471.00	100.00 %
Department: 000 - Non-departmental Total:		1,184,711.00	1,184,711.00	0.00	92,210.61	1,092,500.39	92.22%
Expense Total:		1,184,711.00	1,184,711.00	0.00	92,210.61	1,092,500.39	92.22%
Fund: 04 - Debt Service Surplus (Deficit):		0.00	0.00	769,133.92	738,407.00	738,407.00	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 07 - Economic Development Corporation						
Revenue						
Department: 000 - Non-departmental						
07-000-31300-000 Sales Tax	600,000.00	600,000.00	60,154.61	60,154.61	-539,845.39	89.97 %
07-000-36110-000 Interest income	50,000.00	50,000.00	0.00	13,096.94	-36,903.06	73.81 %
Department: 000 - Non-departmental Total:	650,000.00	650,000.00	60,154.61	73,251.55	-576,748.45	88.73%
Revenue Total:	650,000.00	650,000.00	60,154.61	73,251.55	-576,748.45	88.73%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
Department: 752 - Economic Development							
07-752-42010-000	Office Supplies & Expense	260.00	260.00	0.00	0.00	260.00	100.00 %
07-752-42192-000	Meeting Expense	2,500.00	2,500.00	0.00	214.15	2,285.85	91.43 %
07-752-42195-000	Special Events and Awards	20,000.00	20,000.00	0.00	185.92	19,814.08	99.07 %
07-752-43101-000	Legal services	6,800.00	6,800.00	78.00	78.00	6,722.00	98.85 %
07-752-43110-000	Other Professional Services	0.00	0.00	0.00	5,000.00	-5,000.00	0.00 %
07-752-43140-000	Legal Publications	1,600.00	1,600.00	0.00	316.00	1,284.00	80.25 %
07-752-43150-000	Marketing	65,000.00	65,000.00	2,680.00	7,740.00	57,260.00	88.09 %
07-752-43150-001	Marketing - Social Media	0.00	0.00	0.00	1,156.08	-1,156.08	0.00 %
07-752-43151-000	Customer Appreciation	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
07-752-43320-000	Postage/Freight	50.00	50.00	0.00	0.00	50.00	100.00 %
07-752-43401-000	Travel/Training/Conferences	18,500.00	18,500.00	0.00	5,510.89	12,989.11	70.21 %
07-752-43501-000	Memberships	6,000.00	6,000.00	0.00	1,750.00	4,250.00	70.83 %
07-752-43505-000	Fees and Charges	0.00	0.00	0.00	42.56	-42.56	0.00 %
07-752-43900-000	Contract Services	95,000.00	95,000.00	0.00	0.00	95,000.00	100.00 %
07-752-43905-000	Payroll Reimbursement	86,585.00	86,585.00	6,987.64	18,482.31	68,102.69	78.65 %
07-752-44001-000	Business Support	340,000.00	340,000.00	0.00	8,925.28	331,074.72	97.37 %
07-752-46180-000	Land & Building Acquisition	0.00	0.00	0.00	446,454.18	-446,454.18	0.00 %
07-752-46400-000	Capital Reserves	2,705.00	2,705.00	0.00	0.00	2,705.00	100.00 %
Department: 752 - Economic Development Total:		650,000.00	650,000.00	9,745.64	495,855.37	154,144.63	23.71%
Expense Total:		650,000.00	650,000.00	9,745.64	495,855.37	154,144.63	23.71%
Fund: 07 - Economic Development Corporation Surplus (Deficit):		0.00	0.00	50,408.97	-422,603.82	-422,603.82	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 08 - PID #2						
Revenue						
Department: 000 - Non-departmental						
08-000-36110-000 Interest income	0.00	0.00	0.00	2,617.37	2,617.37	0.00 %
08-000-36114-000 Assessments	487,250.00	487,250.00	359,470.54	384,844.08	-102,405.92	21.02 %
Department: 000 - Non-departmental Total:	487,250.00	487,250.00	359,470.54	387,461.45	-99,788.55	20.48%
Revenue Total:	487,250.00	487,250.00	359,470.54	387,461.45	-99,788.55	20.48%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Expense							
Department: 000 - Non-departmental							
08-000-43101-000	Legal Services	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
08-000-43111-000	PID Administrative Services	26,400.00	26,400.00	1,598.77	4,131.29	22,268.71	84.35 %
08-000-43112-000	PID Management Services	454,350.00	454,350.00	24,483.08	55,035.84	399,314.16	87.89 %
08-000-43510-000	Tax Appraisal/Collection	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
08-000-46150-000	Other Improvements	0.00	0.00	0.00	-100.90	100.90	0.00 %
Department: 000 - Non-departmental Total:		487,250.00	487,250.00	26,081.85	59,066.23	428,183.77	87.88%
Expense Total:		487,250.00	487,250.00	26,081.85	59,066.23	428,183.77	87.88%
Fund: 08 - PID #2 Surplus (Deficit):		0.00	0.00	333,388.69	328,395.22	328,395.22	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 12 - Sanitation Fund						
Revenue						
Department: 000 - Non-departmental						
12-000-36110-000	Interest income	0.00	0.00	0.00	1,232.90	1,232.90 0.00 %
12-000-38400-000	Sanitation Revenue	1,087,800.00	1,087,800.00	106,229.09	315,364.07	-772,435.93 71.01 %
12-000-38500-000	Sales Tax Discount	0.00	0.00	0.00	77.95	77.95 0.00 %
Department: 000 - Non-departmental Total:		1,087,800.00	1,087,800.00	106,229.09	316,674.92	-771,125.08 70.89%
Revenue Total:		1,087,800.00	1,087,800.00	106,229.09	316,674.92	-771,125.08 70.89%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 320 - Sanitation Dept.						
12-320-43205-000 Solid Waste Collection	936,552.00	936,552.00	0.00	190,832.28	745,719.72	79.62 %
12-320-49995-000 Transfers out	151,248.00	151,248.00	0.00	0.00	151,248.00	100.00 %
Department: 320 - Sanitation Dept. Total:	1,087,800.00	1,087,800.00	0.00	190,832.28	896,967.72	82.46%
Expense Total:	1,087,800.00	1,087,800.00	0.00	190,832.28	896,967.72	82.46%
Fund: 12 - Sanitation Fund Surplus (Deficit):	0.00	0.00	106,229.09	125,842.64	125,842.64	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 24 - Hotel / Motel Fund						
Revenue						
Department: 000 - Non-departmental						
24-000-31400-000 Hotel Occupancy Tax	0.00	0.00	20,241.96	20,241.96	20,241.96	0.00 %
24-000-36110-000 Interest income	0.00	0.00	0.00	5,662.26	5,662.26	0.00 %
Department: 000 - Non-departmental Total:	0.00	0.00	20,241.96	25,904.22	25,904.22	0.00%
Revenue Total:	0.00	0.00	20,241.96	25,904.22	25,904.22	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable	Percent
						(Unfavorable)	Remaining
Expense							
Department: 100 - Admin							
24-100-43151-000	Advertising & promotion-tourism	0.00	0.00	0.00	2,000.00	-2,000.00	0.00 %
24-100-43152-000	Arts and music promotion	0.00	0.00	0.00	972.48	-972.48	0.00 %
	Department: 100 - Admin Total:	0.00	0.00	0.00	2,972.48	-2,972.48	0.00%
	Expense Total:	0.00	0.00	0.00	2,972.48	-2,972.48	0.00%
	Fund: 24 - Hotel / Motel Fund Surplus (Deficit):	0.00	0.00	20,241.96	22,931.74	22,931.74	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 25 - CLFRF Fund						
Revenue						
Department: 000 - Non-departmental						
<u>25-000-36110-000</u> Interest income	0.00	0.00	0.00	2,180.25	2,180.25	0.00 %
Department: 000 - Non-departmental Total:	0.00	0.00	0.00	2,180.25	2,180.25	0.00%
Revenue Total:	0.00	0.00	0.00	2,180.25	2,180.25	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 24

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 343 - Water Treatment						
<u>25-343-46150-000</u> Other Improvements	0.00	0.00	0.00	3,350.00	-3,350.00	0.00 %
Department: 343 - Water Treatment Total:	0.00	0.00	0.00	3,350.00	-3,350.00	0.00%
Expense Total:	0.00	0.00	0.00	3,350.00	-3,350.00	0.00%
Fund: 25 - CLFRF Fund Surplus (Deficit):	0.00	0.00	0.00	-1,169.75	-1,169.75	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 24

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - Public Safety Tax Note 2024						
Revenue						
Department: 000 - Non-departmental						
<u>30-000-39700-000</u>						
PS Tax Note 2024 Proceeds	0.00	0.00	37.17	37.17	37.17	0.00 %
Department: 000 - Non-departmental Total:	0.00	0.00	37.17	37.17	37.17	0.00%
Revenue Total:	0.00	0.00	37.17	37.17	37.17	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 210 - Police						
<u>30-210-46230-000</u> Police Cars	0.00	0.00	0.00	184,560.00	-184,560.00	0.00 %
Department: 210 - Police Total:	0.00	0.00	0.00	184,560.00	-184,560.00	0.00%
Expense Total:	0.00	0.00	0.00	184,560.00	-184,560.00	0.00%
Fund: 30 - Public Safety Tax Note 2024 Surplus (Deficit):	0.00	0.00	37.17	-184,522.83	-184,522.83	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 4

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 50 - Water & Sewer CO 2024						
Expense						
Department: 341 - Water Production						
<u>50-341-46150-000</u> Other Improvements	0.00	0.00	11,500.00	34,500.00	-34,500.00	0.00 %
Department: 341 - Water Production Total:	0.00	0.00	11,500.00	34,500.00	-34,500.00	0.00%

Budget Report

For Fiscal: 2024-2025 Period Ending Item # 3. 24

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 342 - Water Distribution						
<u>50-342-46150-000</u> Other Improvements	0.00	0.00	0.00	258,311.63	-258,311.63	0.00 %
Department: 342 - Water Distribution Total:	0.00	0.00	0.00	258,311.63	-258,311.63	0.00%

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 343 - Water Treatment						
<u>50-343-46150-000</u> Other Improvements	0.00	0.00	0.00	2,105.00	-2,105.00	0.00 %
Department: 343 - Water Treatment Total:	0.00	0.00	0.00	2,105.00	-2,105.00	0.00%
Expense Total:	0.00	0.00	11,500.00	294,916.63	-294,916.63	0.00%
Fund: 50 - Water & Sewer CO 2024 Total:	0.00	0.00	11,500.00	294,916.63	-294,916.63	0.00%
Report Surplus (Deficit):	0.00	0.00	4,335,771.28	2,377,140.55	2,377,140.55	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - General Fund	0.00	0.00	2,764,381.69	1,215,545.25	1,215,545.25
02 - Enterprise Fund	0.00	0.00	303,449.79	849,231.73	849,231.73
04 - Debt Service	0.00	0.00	769,133.92	738,407.00	738,407.00
07 - Economic Development Corp	0.00	0.00	50,408.97	-422,603.82	-422,603.82
08 - PID #2	0.00	0.00	333,388.69	328,395.22	328,395.22
12 - Sanitation Fund	0.00	0.00	106,229.09	125,842.64	125,842.64
24 - Hotel / Motel Fund	0.00	0.00	20,241.96	22,931.74	22,931.74
25 - CLFRF Fund	0.00	0.00	0.00	-1,169.75	-1,169.75
30 - Public Safety Tax Note 2024	0.00	0.00	37.17	-184,522.83	-184,522.83
50 - Water & Sewer CO 2024	0.00	0.00	-11,500.00	-294,916.63	-294,916.63
Report Surplus (Deficit):	0.00	0.00	4,335,771.28	2,377,140.55	2,377,140.55



AGENDA ITEM COMMENTARY

MEETING NAME: City Council

MEETING DATE: February 3, 2025

ITEM TITLE: Consider and take appropriate action on Resolution
 A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, APPROVING THE INVESTMENT PORTFOLIO SUMMARY FOR THE QUARTER ENDED DECEMBER 31, 2024 AND PROVIDING AN EFFECTIVE DATE.

STAFF INITIATOR: Terri Robinette, City Secretary

BACKGROUND:

In accordance with Chapter 2256 of the Texas Public Funds Investment Act, the investment officer shall prepare and submit to the City Council a written report of the investment transactions of the City. The attached report covers all cash accounts under the City’s control and breaks down balances and interest earned. Highlighted in yellow is the total interest earned by the City across all accounts. This report covers October, November and December 2024 showing total interest income at \$206,426.92

EXHIBITS:

- Resolution
- Quarter 4 2024 Investment Report

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Resolution

Resolution 2025-003

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, APPROVING THE INVESTMENT PORTFOLIO SUMMARY FOR THE QUARTER ENDED December 31, 2024 AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented the City of Wolfforth’s Investment Portfolio Summary for the quarter ended December 31, 2024, a substantial copy of which is attached hereto as Exhibit "A" and incorporated herein by reference (hereinafter called "Investment Portfolio Summary"); and

WHEREAS, the Public Funds Investment Act at Texas Government Code, Section 2256.005, requires the governing body of an investing entity to review its investment policy and investment strategies not less than annually; and

WHEREAS, upon full review and consideration of the Investment Portfolio Summary, and all matters attendant and related thereto, the City Council is of the opinion that the same should be approved.

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

Section I. The City of Wolfforth’s Investment Portfolio Summary for the quarter ended December 31, 2024, having been reviewed by the City Council of the City of Wolfforth and found to be acceptable and in the best interests of the City of Wolfforth and its citizens, is hereby in all things approved.

Section II. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED on the 3rd day of February, 2025.

Charles Addington, II, Mayor


ATTEST

Terri Robinette, City Secretary

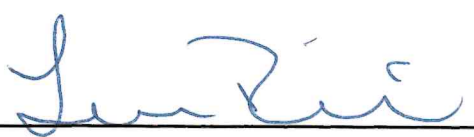


CITY OF WOLFFORTH
INVESTMENT PORTFOLIO SUMMARY
For the Quarter Ended
December 31, 2024

The undersigned investment officers acknowledge that the City’s investment portfolio has been and is currently in compliance with the policies and strategies contained in the City’s investment policy as adopted by Resolution 2024-047 and is in compliance with the requirements of the Public Funds Investment Act of the State of Texas



City Manager



City Secretary

City of Wofforth, TX
 FY 24/25 Bank and Investment Balances

Deposit Balances

City Bank Deposit Balances	October-24	November-24	December-24	January-25	February-25	March-25	April-25	May-25	June-25	July-25	August-25	September-25
6088	10,165.62	10,179.06	10,191.82	-	-	-	-	-	-	-	-	-
6150	13,237,966.17	981,369.05	1,001,969.74	-	-	-	-	-	-	-	-	-
EDC 8509	95,574.21	104,564.32	77,448.63	-	-	-	-	-	-	-	-	-
Total City Bank Deposit Balances	13,343,706.00	1,096,112.43	1,089,610.19	-	-	-	-	-	-	-	-	-

103% Policy Requirement	13,744,017.18	1,128,995.80	1,122,298.50	-	-	-	-	-	-	-	-	-
City Bank Collateral Report of Fair Value	13,783,888.97	1,963,499.76	5,023,704.50	-	-	-	-	-	-	-	-	-
Excess (Deficiency) of Collateral	39,871.79	834,503.96	3,901,406.00	-	-	-	-	-	-	-	-	-

TexPool Investment Accounts	October-24	November-24	December-24	January-25	February-25	March-25	April-25	May-25	June-25	July-25	August-25	September-25
City	6,201,124.46	18,780,092.05	19,677,596.04	-	-	-	-	-	-	-	-	-
EDC	1,477,705.93	1,483,575.15	1,529,738.63	-	-	-	-	-	-	-	-	-
Total TexPool Investments	7,678,830.39	20,263,667.20	21,207,334.67	-	-	-	-	-	-	-	-	-

Total City Bank Deposits and TexPool Investments	21,022,536.39	21,359,779.63	22,296,944.86	-	-	-	-	-	-	-	-	-
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Interest Earned

City Bank Statement Acct #	October-24	November-24	December-24	January-25	February-25	March-25	April-25	May-25	June-25	July-25	August-25	September-25
City Bank Interest Rate	1.61%	1.57%	1.54%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TexPool Interest Rate	4.99%	4.83%	4.69%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.0000%

6088	13.76	13.44	12.76	-	-	-	-	-	-	-	-	-
6150	2,193.93	973.00	2,034.36	-	-	-	-	-	-	-	-	-
EDC 8509	395.90	169.12	128.07	-	-	-	-	-	-	-	-	-
TexPool City	29,675.85	74,499.04	77,717.84	-	-	-	-	-	-	-	-	-
Tex.Pool EDC	6,662.70	5,869.22	6,067.93	-	-	-	-	-	-	-	-	-

Total Interest Earned	38,942.14	81,523.82	85,960.96	-	-	-	-	-	-	-	-	-
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Total Interest for FY 24/25 206,426.92



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	February 3, 2025
ITEM TITLE:	Consider and take appropriate action on 2025 City Holiday Calendar
STAFF INITIATOR:	Terri Robinette, City Secretary

BACKGROUND:

Per the direction of the Council during our discussion of City Holidays at the December 16 meeting, staff would like to recommend the 14th holiday on the City Calendar be Monday, October 13, 2025 for the Federal Holiday of Columbus Day.

EXHIBITS:

2025 Holiday Calendar

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Calendar

2025 IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 1

NEW YEAR'S DAY OBSERVED

January 20

Martin Luther King Jr. Day

February 17

Presidents Day

April 18

Good Friday

May 26

Memorial Day

June 19

Juneteenth

July 4

Independence Day

September 1

Labor Day

October 13

Columbus Day

November 11

Veterans Day Observed

November 27-28

Thanksgiving Observed

December 24

Christmas Eve Observed

December 25

Christmas Day

Key:

14 City Holidays



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council Meeting
MEETING DATE:	February 3, 2025
ITEM TITLE:	<p>Consider and take appropriate action on Ordinance 2025-001</p> <p>AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING THREE COUNCILMEMBERS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREAFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.</p>
STAFF INITIATOR:	Terri Robinette, City Secretary

BACKGROUND:

Important Dates for the May 3, 2025 General Election

Wednesday, January 15 – First day to file for a place on the ballot

Friday, February 14 – Last day to file for a place on the ballot

Thursday, April 3 – Last day to register to vote

Tuesday, April 22 – First day of Early Voting

Tuesday, April 29 – Last day of Early Voting

Saturday, May 3 – Election Day

The attached Ordinance is the official document ordering the May 3, 2025 General Election for Council Member Place 3, Council Member Place 4 and Council Member Place 5

EXHIBITS:

Ordinance

COUNCIL ACTION/STAFF RECOMMENDATION:

Approval of Ordinance

ORDINANCE NO. 2025-001

AN ORDINANCE OF THE CITY COUNCIL OF WOLFFORTH, TEXAS, CALLING A GENERAL ELECTION TO BE HELD ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING THREE COUNCILMEMBERS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION ACCORDING TO APPLICABLE PROVISIONS OF LAW; PROVIDING FOR EXECUTION OF AN APPROPRIATE ELECTIONS ORDER AND NOTICE HEREAFTER; AND OTHER PROVISIONS INCIDENT TO AND RELATED TO THE PURPOSE HEREOF.

WHEREAS, the terms of the office for Council Member Place 3, Council Member Place 4 and Council Member Place 5 will expire on May 3, 2025;

WHEREAS, a general municipal election is necessary to fill these terms of office; **NOW THEREFORE;**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH AS FOLLOWS:

SECTION 1. THAT a General Municipal Election be held jointly with all cities/schools inside Lubbock County, on the 3rd day of May 2025 which date is the next succeeding uniform date available for municipal elections for which sufficient time elapses for the holding of an election after passage of this Ordinance. Said election shall be held to determine the successor for the positions of the three Councilmembers.

SECTION 3. THAT ballots shall be prepared in accordance with the applicable provisions of the Texas Election Code so that voters may cast ballots for the candidates of their choice.

SECTION 4. THAT individuals wishing to run for the office of a Councilmember may apply, in person, with the City Secretary during regular office hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, beginning at 8:00 a.m. on Wednesday, January 15, 2025, and ending at 5:00 p.m. on Friday, February 14, 2025.

SECTION 5. THAT the election shall be held at the Vote Centers listed in Exhibit B and all persons qualified to vote in the City of Wolfforth under the election laws of the State of Texas shall be allowed to vote therein. Said General Municipal Election shall be held on May 3, 2025, and the polling places shall be open from 7:00 A.M. to 7:00 P.M.

SECTION 6. THAT notice of the election shall be published in a newspaper of general circulation in the City of Wolfforth by publication of a Notice of Election as required by Chapter 4 of the Texas Election Code at least once not earlier than the 30th day or later than the 10th day before Election Day. In addition, notice of the election shall be posted as required by the Texas Election Code.

SECTION 7. THAT early voting shall commence on the 22nd day of April 2025 and shall conclude on the 29th day of April 2025 and be conducted at the Vote Centers and during the hours listed on Exhibit A; and that the Office of Elections, 1308 Crickets Ave., Lubbock, Texas, serves as the main early voting polling place.

SECTION 8. THAT applications for voting by mail will be accepted until 5:00 p.m. Tuesday, April 22, 2025, and applications are available from:

Roxzine Stinson, Early Voting Clerk
P.O. Box 10536
Lubbock, TX 79408

SECTION 9. THAT the election officers, judges, and clerks to serve at the polling place(s) of the election shall be provided by the Lubbock County Office of Elections (“LCOE”), and will be appointed as listed:

- Joint Elections Officer: Roxzine Stinson
- Joint Early Voting Clerk: Roxzine Stinson
- Election Day Judge/Supervisor: as appointed by LCOE
- Election Day Alternate Judge/Rover: as appointed by LCOE
- Early Voting Ballot Board Judge: Ronny Gallaher
- Early Voting Ballot Board Alternate Judge: Beth Shapiro
- Signature Verification Committee: as appointed by LCOE
- Central Count Manager: Roxzine Stinson
- Tabulation Supervisor: Karyn Cruz
- Central Count Presiding Judge: Beth Bender
- Bilingual Election Clerks: Sandy Salazar
Kevin Duarte
- Vote Center Supervisors: as appointed by LCOE
- Vote Center Rovers: as appointed by LCOE

SECTION 10. THAT the election judges and the election clerks shall be paid according to the pay schedule established by the Lubbock County Office of Elections.

SECTION 11. THAT this ordinance shall be effective immediately upon its final passage.

PASSED AND APPROVED ON THIS THE 3RD DAY OF FEBRUARY 2025

(unapproved draft)

Charles Addington, II, Mayor
City of Wolfforth, Texas

Attest:

Terri Robinette, City Secretary

DRAFT

May 3, 2025 Cities and Schools General Elections
(Elecciones Generales de Ciudades y Escuelas el 3 de Mayo del 2025)

NOTICE OF EARLY VOTING
AVISO DE VOTACIÓN ANTICIPADA

Early Voting by personal appearance for the May 3, 2025
Cities and Schools General and Special Elections

ALL EARLY POLLING LOCATIONS ON THE DATES, TIMES, AND LOCATIONS LISTED BELOW:
Votación Adelantada en persona para las Elecciones Generales de Ciudades y Escuelas el 3 de mayo del 2025 serán conducidas en LAS FECHAS, HORARIOS Y SITIOS ENUMERADOS A CONTINUACIÓN:

EARLY VOTING DATES: Tuesday, April 22 – Tuesday, April 29 2025
(Fechas de Votación Adelantada: martes, 22 de abril– martes, 29 de abril del 2025)

Main Early Voting Polling Place

Lugar principal de la votación anticipada

Lubbock County Elections Office

Oficina de Elecciones del Condado de Lubbock

1308 Crickets Ave., Lubbock, TX 79401

1308 avenida Crickets

Room: Public Room

Sala: *salón público*

Dates: Tues, April 22 – Fri, April 25
Fechas: *martes, 22 de abril - viernes, 25 de abril*

Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: *lunes, 28 de abril - martes, 29 de abril*

Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado sábado y domingo**

Early Voting Branch Polling Places

Votacion Anticipada en los Sitios de Votacion Auxiliares

United Supermarkets

Supermercados United

All Locations listed below:

Todas las ubicaciones se enumeran a continuación:

United - 2630 Parkway Dr., Lubbock, TX 79403 *(Parkway Dr & Beech Ave)*
2630 unidad Parkway (Parkway drive y avenida Beech)

United - 401 Slide Rd., Lubbock, TX 79416 *(4th & Slide)*
401 calle Slide (calle 4 y camino Slide)

United - 6313 4th St., Lubbock, TX 79416 *(4th & Milwaukee)*
6313 calle 4 (calle 4 y avenida Milwaukee)

United - 1701 50th St., Lubbock, TX 79412 *(50th & Avenue Q)*
1701 calle 50 (calle 50 y avenida Q)

United - 2703 82nd St., Lubbock, TX 79423 *(82nd & Boston Ave)*
2703 calle 82 (calle 82 y avenida Boston)

United - 8010 Frankford Ave., Lubbock, TX 79424 *(82nd & Frankford)*
8010 avenida Frankford (calle 82 y avenida Frankford)

United - 12815 Indiana Ave., Lubbock, TX 79423 *(130th & Indiana)*
12815 avenida Indiana (calle 130 y avenida Indiana)

United - 11310 Slide Rd., Lubbock, TX 79424 *(114th & Slide)*
11310 camino Slide (calle 114 y camino Slide)

Amigos - 112 N University Ave., Lubbock, TX 79415 *(University & Auburn)*
112 avenida Universidad norte (avenida Universidad y calle Auburn)

Market Street - 4425 19th St., Lubbock, TX 79407 *(19th & Quaker)*
4425 calle 19 (calle 19 y avenida Quaker)

Market Street - 3405 50th St., Lubbock, TX 79413 *(50th & Indiana)*
3405 calle 50 (calle 50 y avenida Indiana)

Market Street - 4205 98th St., Lubbock, TX 79423 *(98th & Quaker)*
4205 calle 98 (calle 98 y avenida Quaker)

Dates: Tues, April 22 – Fri, April 25
Fechas: *martes, 22 de abril - viernes, 25 de abril*

Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: *lunes, 28 de abril - martes, 29 de abril*

Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado sábado y domingo**

Abernathy City Hall

Oficina Municipal de Abernathy
811 Avenue D, Abernathy, TX 79311
811 avenida D
Room: Community Room
Sala: Sal3n Comunitario

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado s3bado y domingo**

Casey Administration Building

Edificio de Administraci3n Casey
501 7th Street, Wolfforth, TX 79382
501 calle 7
Room: No. 4
Sala: N3m. 4

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado s3bado y domingo**

Idalou Community Center

Centro Social de Idalou
202 W. 7th Street, Idalou, TX 79329
202 calle 7 oeste
Room: Community Room
Sala: Sal3n Comunitario

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado s3bado y domingo**

New Deal Community Clubhouse

Centro Social de New Deal
309 S. Monroe Avenue, New Deal, TX 79403
309 avenida Monroe sur
Room: Community Room
Sala: Sal3n Comunitario

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado s3bado y domingo**

Ransom Canyon City Hall

Oficina Municipal de Ransom Canyon
24 Lee Kitchens Drive, Ransom Canyon, TX 79366
24 Lee Kitchens Drive
Room: Council Chamber
Sala: c3mara del Concilio

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:

Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:

***Closed Saturday and Sunday**

***Cerrado s3bado y domingo**

Roosevelt ISD Arena

Estadio del Distrito Escolar Independiente de Roosevelt
1301 CR 3300, Lubbock, TX 79403
Room: West Concourse
Sala: Explanada al Oeste

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:
Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:
***Closed Saturday and Sunday**
***Cerrado sábado y domingo**

Shallowater Community Center

Centro Social de Shallowater
900 Avenue H, Shallowater, TX 79363
900 avenida H
Room: Community Room
Sala: Salón Comunitario

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:
Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:
***Closed Saturday and Sunday**
***Cerrado sábado y domingo**

Slaton Community Clubhouse

Centro Social de Slaton
750 W Garza Street, Slaton TX 79364
750 calle Garza oeste
Room: Community room

Dates: Tues, April 22 – Fri, April 25
Fechas: martes, 22 de abril - viernes, 25 de abril
Times: 8:00 AM - 6:00 PM
horas:
Dates: Mon, April 28 - Tues, April 29
Fechas: lunes, 28 de abril - martes, 29 de abril
Times: 8:00 AM - 7:00 PM
horas:
***Closed Saturday and Sunday**
***Cerrado sábado y domingo**

May 3, 2025 Cities and Schools General Elections

(Elecciones Generales de Ciudades y Escuelas el 3 de Mayo del 2025)

Vote Center Locations

(Lugares de Centros de Votación)

Saturday, May 3, 2025

(sábado, 3 de mayo del 2025)

7:00 A.M. – 7:00 P.M.

***American Sign Language Interpreters available

***Intérpretes de Lenguaje de Señas disponibles

Abernathy City Hall – 811 Avenue D (Community Room), Abernathy, 79311

(Alcaldía de Abernathy – 811 avenida D, Abernathy, salón comunitario)

Bacon Heights Baptist Church – 5110 54th St (Door #3, The Family Life Center), Lubbock, 79414

(Iglesia Bautista Bacon Heights – 5110 Calle 54, Puerta #3, el Centro de Vida Familiar)

Broadview Baptist Church – 1302 N Frankford Ave (Fellowship Hall), Lubbock, 79416

(Iglesia Bautista Broadview – 1302 Avenida Frankford Norte, sala de compañerismo)

Broadway Church of Christ – 1924 Broadway (Door #7) Lubbock, 79401

(Iglesia de Cristo Broadway – 1924 Calle Broadway, puerta #7)

C. E. Maedgen Elementary School – 4401 Nashville Ave (Door G3 Gym), Lubbock, 79413

(Escuela primaria C.E. Maedgen – 4401 Avenida Nashville, puerta G3 gimnasio)

Calvary Baptist Church – 5301 82nd St (Worship Center Entrance to the Gym), Lubbock, 79424***

*(Iglesia Bautista Calvario – 5301 Calle 82, centro de adoración entrada al gimnasio) ****

Anita Carmona-Harrison Elementary – 1910 Cesar E. Chavez Dr (Front Entrance), Lubbock, 79415

(Escuela Primaria Carmona-Harrison – 1910 Avenida Cesar E. Chavez, entrada frontal)

Casey Administration Building – 501 7th St (Room No. 104), Wolfforth, 79382

(Edificio de Administración Casey – 501 Calle 7, salón No. 104 Wolfforth)

Catholic Diocese of Lubbock – 4620 4th St (Building C), Lubbock, 79416

(Diócesis Católica de Lubbock – 4620 Calle 4, edificio C)

Celebration Christian Center – 8001 Upland Ave (Sanctuary), Lubbock, 79424

(Centro Cristiano de Celebración – 8001 Avenida Upland, santuario)

Church on the Rock – 10503 Slide Rd (Student Ministries Building), Lubbock, 79424

(Iglesia Sobre la Roca – 10503 Camino Slide, edificio de ministerios estudiantiles)

Copper Rawlings Senior Center – 213 40th St (Social Hall), Lubbock, 79404

(Centro para personas mayores de Copper Rawlings – 213 calle 40, salón social)

Ed Irons Middle School – 5214 79th St (Front Entrance), Lubbock, 79424

(Escuela secundaria Ed Irons – 5214 Calle 79, entrada frontal)

Elks Lodge No. 1348 – 3409 Milwaukee Ave (The Lodge Hall), Lubbock, 79407

(Elks Lodge Núm. 1348 – 3409 Avenida Milwaukee, el salón de la logia)

Evans Middle School – 4211 58th St (Door #17) Lubbock, 79413

(Escuela secundaria Evans– 4211 Calle 58, puerta #17)

First Assembly of God Church – 3801 98th St (Classroom), Lubbock, 79423

(Primera Iglesia Asambleas de Dios – 3801 Calle 98, salón de clase)

Frenship Heritage Middle School – 6110 73rd St (Door #1), Lubbock, 79424

(Escuela secundaria Frenship Heritage – 6110 Calle 73, puerta #1)

Frenship Terra Vista Middle School – 1111 Upland Ave (Door #1), Lubbock, 79416

(Escuela secundaria Frenship Terra Vista – 1111 Avenida Upland, puerta #1)

Green Lawn Church of Christ – 5701 19th St (Entry Hall), Lubbock, 79407

(Iglesia de Cristo Green Lawn – 5701 Calle 19, vestíbulo de entrada)

Idalou Community Center – 202 W 7th St (Community Room), Idalou, 79329

(Centro Social de Idalou – 202 Calle 7 Oeste, salón comunitario)

J. A. Hodges Community Center – 4011 University Ave (Social Hall), Lubbock, 79413

(Centro Social J.A. Hodges – 4011 Avenida Universidad, salón social)

Jayne Ann Miller Elementary School – 6705 Joliet Dr (Door #4 Gym), Lubbock, 79413

(Escuela primaria Jayne Ann Miller – 6705 Joliet Dr, puerta #4 gimnasio)

Lauro Cavazos Middle School – 210 N University Ave (Door #2), Lubbock, 79415

(Escuela Intermedia Lauro Cavazos – 210 Avenida Universidad Norte, puerta #2)

Lubbock ISD Administration Office – 1628 19th St (Door #2), Lubbock, 79401

(Oficina de Administración de Lubbock ISD– 1628 calle 19, puerta #2)

Mae Simmons Community Center – 2004 Oak Ave (Activity Room), Lubbock, 79403

(Centro Social Mae Simmons – 2004 Avenida Oak, salón de actividades)

Maggie Trejo Supercenter – 3200 Amherst St (Rodgers Community Center Social Hall), Lubbock, 79415

(Supercentro Maggie Trejo – 3200 calle Amherst, Rodgers Community Center salón social)

Monterey High School – 3211 47th St (Cafeteria), Lubbock, 79413

(Escuela secundaria de Monterey – 3211 Calle 47, cafetería)

New Deal Community Clubhouse – 309 S Monroe Ave (Community Room) New Deal, 79350

(Centro Social de New Deal – 309 Avenida Monroe Sur, salón comunitario)

Parsons Elementary School – 2811 58th St (Door G2 Gym), Lubbock, 79413

(Escuela Primaria Parsons – 2811 Calle 58, puerta G2 gimnasio)

Patterson Library (Bobbie Jean & TJ Patterson Library) – 1836 Parkway Dr (Community Room), Lubbock, 79403

(Biblioteca Patterson (Biblioteca Bobbie Jean y TJ Patterson)– 1836 Avenida Parkway, salón comunitario)

Ransom Canyon City Hall (Council Chamber) – 24 Lee Kitchens Dr, Ransom Canyon, 79366

(Oficina Municipal de Ransom Canyon, cámara del concilio – 24 Lee Kitchens Dr)

Roosevelt ISD Gymnasium (Door A3)– 1301 CR 3300, Lubbock, 79403

(Gimnasio del Distrito Escolar Independiente de Roosevelt – 1301 camino rural 3300, puerta A3)

Roscoe Wilson Elementary School - 2807 25th St (Door 5 Cafeteria), Lubbock, 79410

(Escuela primaria Roscoe Wilson – 2807 calle 25, cafetería puerta 5)

Roy W. Roberts Elementary School – 7901 Avenue P (Door # 8 Gym), Lubbock, 79423

(Escuela Primaria Roy W. Roberts – 7901 Avenida P, puerta # 8 gimnasio)

Shallowater Community Center – 902 Avenue H (Community Room), Shallowater, 79363

(Centro Social de Shallowater – 902 avenida H, salón comunitario)

Slaton Community Clubhouse – 750 W Garza St. (Community Room), Slaton, 79364

(Centro Comunitario de Slaton– 750 de la calle Garza oeste, salón comunitario)

South Plains Church of Christ – 6802 Elkhart Ave (Door 1 to Family Life Center), Lubbock, 79424

(Iglesia de Cristo South Plains – 6802 Avenida Elkhart, puerta 1 al centro de vida familiar)

Sunset Church of Christ, (Powerhouse) – 3625 34th St, Lubbock, 79410

(Iglesia de Cristo Sunset, Powerhouse – 3625 Calle 34)

Sutherlands HomeBase – 3701 50th St (Near Lighting Section), Lubbock, 79413

(Sutherlands HomeBase – 3701 Calle 50, cerca de la sección de iluminación)

YWCA – 6501 University Ave (Event Room), Lubbock, 79413***

*(YWCA – 6501 Avenida Universidad - sala de eventos)****



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council
MEETING DATE:	February 3, 2025
ITEM TITLE:	Consider and take appropriate action on Resolution A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT FOR ELECTION SERVICES WITH LUBBOCK COUNTY FOR ELECTIONS HELD THROUGH SEPTEMBER 30, 2025.
STAFF INITIATOR:	Terri Robinette, City Secretary

BACKGROUND:

This Resolution authorizes and directs the Mayor to execute the Contract for Election Services with Lubbock County. The City of WolfForth has contracted with Lubbock County for a joint election for many years and staff recommends continuing to do so. Lubbock County Elections will reserve all polling places, provide voting machines, staff polling locations, and provide any needed advisory services in the case of a recount. Lubbock County will also secure polling places, staff and equipment needed for early voting along with the appointment of the required Early Voting Ballot Board.

The City of WolfForth will be responsible for any and all posting requirements (Notice of Election in the Lubbock AJ, etc.) and will be responsible for its share of the total election costs. Shared costs will be divided between all cooperating entities.

EXHIBITS:

Resolution

Contract for Election Services with Lubbock County for Joint Election in FY 2025

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends approval of Resolution

RESOLUTION 2025-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT FOR ELECTION SERVICES WITH LUBBOCK COUNTY FOR ELECTIONS HELD THROUGH SEPTEMBER 30, 2025.

WHEREAS, Chapter 31, Subchapter D, of the Texas Election Code authorizes the governing body of a political subdivision to contract with a County for the County's election officer's services for election services in an election ordered by the political subdivision; and

WHEREAS, Chapter 271 of the Texas Election Code provides for joint elections when an election is required upon the same day by two or more political subdivisions occupying all or part of the same county; and

WHEREAS, the City of Wolfforth desires to contract with the Lubbock County election officer for election services for any City elections to be held through September 30, 2025; and

WHEREAS, several other political subdivisions within Lubbock County may also conduct elections on the same uniform date and may also have contracted with Lubbock County for the County election officer's services; and

WHEREAS, the City of Wolfforth desires to conduct joint elections whenever possible with Lubbock County or with such governmental units of Lubbock County as are eligible and desire to conduct a joint election with the City of Wolfforth as expressed by order, resolution or other official action for each particular uniform election date during the term of the contract; NOW THEREFORE:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH:

THAT the City Council of the City of Wolfforth hereby authorizes and directs the Mayor to execute the attached Contract for Election Services and any associated documents with Lubbock County for election services through September 30, 2025; and

THAT the said Contract for Elections Services shall be deemed a joint election agreement authorized by this Resolution with Lubbock County and those governmental units within Lubbock County that have executed a similar Contract for Election Services; that occupy all or part of the same county as the City of Wolfforth; that are conducting elections on the same uniform election dates; and that desire and are eligible to conduct a joint elections with the City of Wolfforth; and

THAT the City Secretary is hereby authorized and directed to make any necessary changes to the Election Notice/Order exhibits or otherwise to take such actions as may be necessary to carry out the purposes of this Resolution.

Passed by vote and approved this 3rd day of February 2025.

CHARLES ADDINGTON, II, MAYOR

ATTEST:

Terri Robinette, City Secretary

DRAFT

THE STATE OF TEXAS §

COUNTY OF LUBBOCK §

**CONTRACT FOR ELECTION SERVICES WITH LUBBOCK COUNTY, TEXAS
FOR ALL JOINT ELECTIONS IN LUBBOCK COUNTY FISCAL YEAR 2025**

THIS CONTRACT made by and between LUBBOCK COUNTY, TEXAS, acting by and through Roxzine Stinson, in her capacity as Lubbock County Elections Administrator, hereinafter referred to as “The Elections Administrator” (who has been duly qualified and bonded as provided for under law) and the City of Wolfforth, a governmental entity organized under the laws of the State of Texas, hereinafter referred to as the “Entity” and by the authority of Section 31.092(a) of the Texas Election Code for the conduct and supervision of the Entity’s elections held during Lubbock County’s Fiscal Year, October 1, 2024, through September 30, 2025. The Entity joins with any such other governmental units as are eligible and desire to conduct a joint election, as may be expressed by order, resolution or other official action of each of the governmental units. In the case of an Entity which is a school district, a joint election will be conducted with one or more municipalities, and/or with Lubbock County, Texas, in compliance with the requirements for school districts set forth in Chapter 11, Subchapter C, Section 11.01, of the Texas Education Code.

RECITALS

Any elections held by the entity will be at the expense of the entity. In the case of joint elections, common expenses will be divided between the parties on a *pro rata* basis, calculated using the number of registered voters in each entity’s jurisdiction.

The election precincts of the Entity, which lie within the jurisdictional limits of Lubbock County (the “County”), have been established and may be re-established by the Entity as its election precincts pursuant to Section 42.061 of the Texas Election Code.

The County owns the Hart InterCivic Verity Duo Version 2.5 Voting system which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and the Entity desires to use the County’s electronic voting system in its election and to compensate the County for such use.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, **IT IS AGREED** as follows:

I. ADMINISTRATION

The Lubbock County Elections Administrator shall assist, coordinate, supervise, and handle all aspects of administering the election as provided in this Contract in a manner consistent with all relevant law, codes, rules and regulations, including, without limitations, those functions

set forth in **Exhibit A**. The Entity agrees to pay the Lubbock County Elections Administrator for equipment, supplies, services, and administrative costs as provided in this Contract. The Lubbock County Elections Administrator shall serve as the administrator for the election; however, the Entity shall remain responsible for the lawful conduct of its election as regards those functions reserved to the Entity set forth in **Exhibit A**, as regards such additional administrative functions as the Entity may otherwise undertake to perform, and any functions which cannot be lawfully delegated to the Lubbock County Elections Administrator. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Entity; however, it shall be the responsibility of the Entity to obtain whatever legal opinion(s) it deems necessary, from the Entity's chosen legal counsel and at the Entity's sole cost and expense. The Lubbock County Elections Administrator will not provide legal advice to the Entity.

II. LEGAL DOCUMENTS

The Entity shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or its governing bodies.

Preparation of the necessary bilingual materials for notices and the language of the official ballot shall also be the responsibility of the Entity; however, the Lubbock County Elections Administrator will provide assistance if requested. The Entity shall provide a copy of its election order and notice to the Lubbock County Elections Administrator no later than eighty (80) days prior to Election Day.

III. VOTING LOCATIONS

It is agreed that Election Day voting shall be held at the locations shown in the Election Order and Notice duly adopted by the Entity. In the event that any of these voting locations are not available, the Elections Administrator will arrange for use of an alternate location with the approval of the Entity and at the Entity's expense.

This Contract shall be deemed an agreement for a joint election with other governmental units in Lubbock County holding an election on the same day in all or part of the same territory and whose governing bodies have authorized said joint election by order, resolution, or other official action.

IV. ELECTION JUDGES, CLERKS AND OTHER ELECTION PERSONNEL

Lubbock County shall be responsible, on behalf of the Entity, for the initial selection of the presiding election judges and alternate election judges for the Entity's election. The Elections

Administrator shall provide to the Entity a list of presiding judges and alternate judges for its election who shall be appointed by the Entity as required by law.

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to ensure that all election judges appointed for the Entity's election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for the presiding election judges to pick-up their election supplies. Each presiding election judge will be sent a letter (not later than the 15th day before election day, as required by Section 4.007 of the Texas Election Code) by the Elections Administrator notifying him/ her of his/her appointment, the time and location of distribution of election supplies, and the number of election clerks that the presiding judge may appoint, including the required number of bilingual clerks.

The Entity will be charged \$13.00 an hour for each hour worked by the Presiding Election Judge and \$11.00 an hour for each hour worked by each Alternate Judge and Election Clerk, or at the rate set by the Lubbock County Commissioners Court which is current at the time of the election, whichever is higher. The Entity will be charged an additional \$25.00 flat rate compensation to each Election Judge for returning the supplies, the Judge's Verity Duo Scanner, and the voted thermal paper ballots to the Central Counting Station after the polls close on Election Day. The Entity will be charged \$14.00 per hour for each hour worked by the Phone Bank Technical Assistant, \$13.00 per hour for each hour worked by the Phone Bank Elections Assistant, and \$13.00 per hour for each hour worked by the Phone Bank Public Assistant. The Entity will be charged \$15.00 per hour for each hour worked by each Troubleshooter, plus mileage at the rate adopted by the Lubbock County Commissioner's Court, currently \$.70 for each mile traveled by each Early Voting Troubleshooter as per IR-2024-312.

For any uniform election, the Entity will be charged \$15.00 an hour for each hour worked by the Presiding Election Judge and \$13.00 an hour for each hour worked by each Alternate Judge and Election Clerk, or at the rate set by the Lubbock County Commissioners Court, which is current at the time of the election, whichever is higher. The Entity will be charged an additional \$25.00 flat rate compensation to each Election Judge for returning the supplies, the Judge's Verity Duo Scanner, and voted thermal paper ballots to the Central Counting Station after the polls close on Election Day. For any party based election, the Entity will be charged \$15.00 an hour for each hour worked by the Presiding Election Judge and \$15.00 an hour for each hour worked by each Alternate Judge and \$13.00 an hour worked by the Election Clerk, or at the rate set by the Lubbock County Commissioners Court, which is current at the time of the election, whichever is higher. The Entity will be charged an additional \$25.00 flat rate compensation to each Election Judge for both picking up and returning the supplies, the Judge's Verity Duo Scanner, and voted thermal paper ballots to the Central Counting Station after the polls close on Election Day. The total fee charged is \$50 per each Election Day location. The Entity will be charged \$15.00 per hour for each hour worked by the Phone Bank Technical Assistant, \$14.00 per hour for each hour worked

by the Phone Bank Elections Assistant, and \$14.00 per hour for each hour worked by the Phone Bank Public Assistant. The Entity will be charged \$15.00 per hour for each hour worked by each Troubleshooter, plus mileage at the rate adopted by the Lubbock County Commissioner's Court, currently \$.70 for each mile traveled by each Early Voting Troubleshooter as per IR-2024-312.

The Entity will be charged \$15.00 per hour for each hour worked by each Deputy Early Voting Clerk (Lead Clerk). For party based elections, there will be two lead clerks. The Entity will be charged \$13.00 per hour for each hour worked by each Deputy Early Voting Alternate Lead Clerk and Clerks. If the Lubbock County Commissioners Court authorizes an increase in pay for either clerk, the Entity will pay the rate set by the Lubbock County Commissioners Court at the time of the Election. The Entity will be charged \$15.00 per hour for each hour worked by the Phone Bank Technical Assistant, \$14.00 per hour for each hour worked by the Phone Bank Elections Assistant, and \$14.00 per hour for each hour worked by the Phone Bank Public Assistant. The Entity will be charged \$15.00 per hour for each hour worked by each Troubleshooter, plus mileage at the rate adopted by the Lubbock County Commissioner's Court, currently \$.70 for each mile traveled by each Early Voting Troubleshooter as per IR-2024-312.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. For any uniform election, the Entity will be charged \$15.00 per hour for each hour worked by the Early Voting Ballot Board Judge and \$13.00 per hour for each hour worked by the Early Voting Ballot Board Alternate Judge and Clerks. The Entity will be charged \$15.00 per hour for each hour worked by the Central Count Judge and \$13.00 per hour for each hour worked by the Central Count Alternate Judge. For any party based election, the Entity will be charged \$15.00 per hour for each hour worked by the Early Voting Ballot Board Judge and the Early Voting Ballot Board Alternate Judge, and \$13.00 per hour for each hour worked by the Clerks. Overtime will be charged for all positions. The Entity will be charged \$15.00 per hour for each hour worked by both Central Count Judges appointed by each party. If the Lubbock County Commissioners Court authorizes an increase in pay for either the clerks or judges, the Entity will pay the rate set by the Lubbock County Commissioners Court at the time of the Election. The Entity will be billed \$14.00 per hour for each hour worked by part-time personnel working in support of the Central Counting Station on election night. Part-time personnel working in support of the Central Counting Station on election night will receive pay for at least four hours, minimum call for service, regardless of the actual hours worked.

The Entity will be charged \$10.00 for each hour of training for all election workers (including Judges, Alternate Judges, Clerks, Phone Bank Operators and Troubleshooters.) The Entity will be charged for temporary personnel employed to conduct training classes at an hourly rate of \$15.00 per hour for each hour worked by the Lead Trainer and Assistant Trainers.

The Entity will be charged a time-and-half rate based on the hourly rate of all election workers/temporary workers employed in the positions specified above for any overtime worked in connection with any election covered under this Contract.

The Entity will be charged a time-and-half rate based on the hourly rate of Lubbock County employees for any overtime worked to deliver, set up and pickup voting equipment, as well as the Logic and Accuracy Testing. The Entity will also be charged mileage at a rate, as set by Lubbock County Commissioners, for Lubbock County employees who must use their personal vehicles to deliver, set up and pickup voting equipment and supplies.

It is agreed by the Entity that at all times and for all purposes hereunder, all election judges, clerks, and all other employees involved in this election are independent Contractors and are not employees or agents of Lubbock County or the Entity. No statement contained in this Contract shall be construed so as to find any judge, clerk, or any other election personnel to be an employee or agent of the County or the Entity, and all election personnel shall be entitled to none of the rights, privileges, or benefits of County employees or Entity employees except as otherwise may be stated herein, nor shall any election personnel hold himself out as an employee or agent of the County or the Entity, unless considered a County or Entity employee as determined by the policies of Lubbock County or the Entity.

The hourly rates for the above listed categories of contractors and election workers will be determined following the conclusion of the current solicitation for temporary election workers, a process currently being completed by Lubbock County consistent with the provisions of the Texas Government Code. The price list for the provision of these services and all other contract fees consistent with Texas Election Code Sections 271 and 31.100 is attached as **Exhibit B** and incorporated herein by reference. The price list is subject to change based on action by the Lubbock County Commissioners Court.

V. SUPPLIES AND PRINTING

The Elections Administrator shall arrange for the use of the direct recording electronic voting machines and supporting supplies and equipment and all other election supplies and related printing including, but not limited to, official ballots, sample ballots, ballot boxes, voter registration lists, and all forms, signs, maps, and other materials used by the election workers at the Early Voting and Election Day voting locations. The fee list associated with these materials consistent with Texas Election Code Section 123 and Section 31 is attached as Exhibit B and incorporated herein by reference.

The Entity shall furnish to the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the names or proposition(s) are to appear on the official ballot (including bilingual titles and text). This list shall be delivered to the Elections Administrator as soon as possible after the Entity has determined ballot positions. The Entity shall be responsible for proofreading and approving the official ballot before printing as well as approving the ballot screen prompts and audio recordings for the Direct Recording Electronic voting devices in both English and Spanish.

VI. EARLY VOTING

The Entity agrees that the Election Administrator shall serve as the Early Voting Clerk in accordance with Section 31.097 of the Texas Election Code and agrees to designate the Office of the Elections Administrator, 1308 Crickets, Lubbock Texas, as the main Early Voting polling location. The Entity also agrees that the Elections Administrator's permanent county employees, during regular office hours, shall serve as deputy early voting clerks who shall serve without additional compensation; and that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary.

It is agreed that Early Voting by personal appearance will be held at the locations, times and days shown in **Exhibit C**. In the event that any of these voting locations are not available, the Elections Administrator will arrange for use of an alternate location with the approval of the Entity and at the Entity's expense.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the Entity shall be forwarded immediately to the Elections Administrator for processing.

The Elections Administrator shall provide the Entity with a copy of the early voting report of how many voters checked-in at the polls on a daily basis and a cumulative final early voting report following the election. The Entity will be responsible for releasing any early voting report numbers to Officials of the Entity. The Entity will also be responsible for releasing early voting report numbers to the general public and candidates of the Entity, if requested. The Elections Administrator will be responsible to release the number of people who check-in at the polls each day of early voting to the media. The Elections Administrator will be responsible for posting the daily early voting rosters in person and by mail pursuant to Section 87.121 of the Texas Election Code

The Elections Administrator and the Entity will comply with all lawful requests for the release of public information.

VII. EARLY VOTING BALLOT BOARD

An Early Voting Ballot Board and, if needed, a Signature Verification Committee shall be created to process early voting results from the Entity's election. The county chair of the political party whose candidate for governor received the highest number of votes in the county in the 2022 gubernatorial election shall appoint the Presiding Judge of the Early Voting Ballot Board. The county chair of the political party whose candidate for governor received the second highest number of votes in the county in the 2022 gubernatorial election shall appoint the Alternate Presiding Judge of the Early Voting Ballot Board. The Presiding Judge, with the assistance of the

Elections Administrator, shall appoint two or more additional members to constitute the Early Voting Ballot Board members and, if needed, the Signature Verification Committee members required to efficiently process the early voting ballots. The Entity will be charged **\$15.00** per hour for each hour worked by the Early Voting Ballot Board Judge and if needed, **\$15.00** per hour plus markup for the Signature Verification Committee Judge as referenced in Exhibit B attached hereto. The Entity will be charged **\$13.00** per hour for each of the other members of the Early Voting Ballot Board and Signature Verification Committee, as referenced in Exhibit B attached hereto. . For any party based election, the Entity will be charged **\$15.00** per hour for each hour worked by the Early Voting Ballot Board Judge and if needed, **\$15.00** per hour plus markup for the Signature Verification Committee Judge and Signature Verification Committee Alternate Judge as referenced in Exhibit B attached hereto. The Entity will be charged **\$13.00** per hour for each of the other members of the Early Voting Ballot Board and Signature Verification Committee, as referenced in Exhibit B attached hereto. If the Lubbock County Commissioners Court authorizes an increase in pay for any judge or member of the Early Voting Ballot Board and Signature Committee, the Entity will pay the rate set by the Lubbock County Commissioners Court at the time of the Election.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this Contract.

The Entity hereby appoints the following central counting station officials (or their duly appointed designee) in accordance with Sections 127.002 and 127.005 of the Texas Election Code:

Counting Station Manager:	Roxzine Stinson, Elections Administrator
Tabulation Supervisor:	Kristen Phelps, Chief Deputy, Elections
Assistant Tabulation Supervisor:	Karyn Cruz

Pursuant to Sec. 32.002 and 127.005, the County Chairs of the political parties whose candidate for governor received the highest and second highest number of votes in the county in the 2022 gubernatorial election will submit the names of persons who are eligible to serve as the Central Count Station Presiding Judge and the Alternate Judge to the Commissioners Court. The Commissioners Court must appoint the person who's name appears at the top of the list submitted by the political party who's gubernatorial candidate received the most votes in the 2022 election in the county to be Presiding Judge and the person whose name appears at the top of the list submitted by the political party whose gubernatorial candidate received the second most votes in the 2022 election in the county to be the Alternate Judge.

The Counting Station Manager or her representative shall deliver timely cumulative reports of the election results as vote centers report to the Central Counting Station as they are tabulated. The Counting Station Manager shall be responsible for releasing cumulative totals and vote center

returns from the election to the Entity, prior to posting to the Elections Office website. Election results will be posted to the Elections Office web page located at www.votelubbock.org

The Elections Administrator will prepare the unofficial canvass reports after all ballots have been counted and will deliver a copy of the unofficial canvass to the Entity as soon as possible after all returns have been tabulated. In any event, the Elections Administrator will deliver a copy of the unofficial canvass to the Entity no later than 5:00 p.m. of the seventh day following the election date. The Entity shall be responsible for the official canvass of its election.

The Elections Administrator shall be responsible for conducting the post-election Partial Manual Recount required by Section 127.201 of the Texas Election Code, unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to the Entity and the Secretary of State's Office.

With the assistance of the Elections Administrator, the Presiding Judge of the Central Counting Station shall provide and attest to a written reconciliation of votes and voters at the close of tabulation for election day and again after the central counting station meets for the last time to process late-arriving ballots by mail and provisional ballot. TEC Sec. 127.131(f). The form shall be posted on the Lubbock County website, www.votelubbock.org, along with election returns and results as prescribed by Texas Election Code Sec. 127.131(f).

IX. ELECTION EXPENSE AND ALLOCATION OF COSTS

Any elections held by the Entity will be at the expense of the Entity. In the case of joint elections, common expenses will be divided between the parties on a *pro rata* basis, calculated using the number of registered voters in each entities jurisdiction. The Entity agrees to reimburse Lubbock County for the actual costs of administering its election including, but not limited to, the actual costs of supplies, printing, programming, personnel, and polling place rental fees. The Entity agrees to reimburse Lubbock County for overtime wages and benefits paid to the permanent employees of the Elections Administrator for contractual duties performed outside the normal business hours of Lubbock County in accordance with Section 31.100(e) of the Texas Election Code. The Entity further agrees to pay Lubbock County an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

X. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

The Entity may withdraw from this Contract should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. The Entity is fully liable for any expenses incurred by Lubbock County on behalf of the Entity plus an administrative fee of ten percent (10%) of such expenses should the Entity cancel its election for this or any reason. Any monies deposited with Lubbock County by the Entity shall be refunded, minus the aforementioned expenses and administrative fee, if applicable, pursuant to Section 31.100(d) of the Texas Election Code.

XI. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the election as authorized by Section 31.096 of the Texas Election Code.

Access to the election records shall be available to the Entity as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the Lubbock County Records Center, who shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. **It is the responsibility of the Entity to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the Entity.**

The Elections Administrator shall notify the Entity of the planned destruction of any records of the election prior to the records' destruction.

XII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. The Entity agrees that any recount shall take place at the offices of the Elections Administrator, and that the Chief Deputy shall serve as Recount Supervisor and the official of the Entity performing the duties of a secretary under the Texas Election Code, or its lawful designee, shall serve as Recount Coordinator unless otherwise required by state law.

The Elections Administrator agrees to provide advisory services to the Entity as necessary to conduct a proper recount.

XIII. COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

The Elections Administrator will assist the Entity in securing adequate polling places, rent free if available; however, it is the responsibility of the Entity to ensure that the polling places comply with current accessibility standards as set forth in the Americans With Disabilities Act as well as any state or local laws or ordinances. Accessibility compliance shall be at the Entity's expense. In the event that compliance cannot be achieved, the Entity agrees to indemnify the Elections Administrator and Lubbock County from any resulting liability, whether civil or criminal.

XIV. MISCELLANEOUS PROVISIONS

It is understood that, to the extent space is available, other political subdivisions may wish to participate in the use of the County's election equipment, and it is agreed that the Elections Administrator may contract with such other political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.

The Elections Administrator shall file copies of this document with the Lubbock County Treasurer and the Lubbock County Auditor in accordance with Section 31.099 of the Texas Elections Code.

In the event that legal action is filed challenging the Entity's election, each party hereto shall defend its own actions, officials and employees. If it is determined that the actions of the Entity resulted in legal action against Lubbock County or the Lubbock County Elections Administrator or any additional election personnel, then the Entity shall provide, at its own expense, legal representation for the County, the Elections Administrator, and additional election personnel as necessary save and except in any instance whereby an unlawful or otherwise improper act or omission of the County, the Election Administrator or another Entity participating in the election has precipitated such legal action. Likewise, if it is determined that the actions of Lubbock County or the Lubbock County Elections Administrator or any additional election personnel engaged by the County resulted in legal action against the Entity, then Lubbock County shall provide, at its own expense, legal representation for the Entity as necessary save and except in any instance whereby an unlawful or otherwise improper act or omission of the Entity or another Entity participating in the election has precipitated such legal action.

The County and the Entity agree that under the Constitution and laws of the State of Texas, neither the County nor the Entity can enter into an agreement whereby either party agrees to indemnify or hold harmless another party; therefore, all references of any kind, if any, to indemnifying or holding or saving harmless for any reason are hereby deleted.

This Contract shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Lubbock County, Texas.

In the event one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.

The waiver by any party of a breach of any provision of this Contract shall not operate as or be construed as a waiver of any subsequent breach.

Any amendment of this Contract shall be of no effect unless in writing and signed by all parties hereto.

XV. FINANCIAL OBLIGATION AND PAYMENT

The Entity agrees it is obligated to pay to Lubbock County all of the Entity's joint election charges, fees, expenses, and costs as set forth under the terms of this Contract, with the exact amount of the Entity's financial obligation under the terms of this Contract to be timely calculated after the joint election. The Lubbock County Elections Administrator agrees to timely provide an invoice of said financial obligation to the Entity following the joint election, and the Entity further agrees it shall pay to Lubbock County the balance due as soon as possible but not later than thirty (30) days after receipt of the invoice. In the event that the Entity disputes any portion of the charges, fees, expenses, and costs payable under this Contract, the Entity agrees to promptly pay the undisputed amounts when due.

IN TESTIMONY HEREOF, this Contract, its multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to-wit:

- (1) It has on the _____ day of _____, 2025, been executed on behalf of Lubbock County by the Elections Administrator pursuant to the Texas Election Code, so authorizing;
- (2) It has on the _____ day of _____, 2025, been executed on behalf of the Entity by its _____, pursuant to the authority of the _____, so authorizing;

FOR City of Wolfforth("THE ENTITY"):

Charles Addington, II, Mayor

ATTEST:

APPROVED AS TO FORM:

City Secretary

Attorney for the Entity

=====

FOR LUBBOCK COUNTY:

CONTRACTING OFFICER

APPROVED AS TO FORM:

Roxzine Stinson
Elections Administrator

Jennifer Irlbeck
Assistant Criminal District Attorney,
Civil Division

Lubbock County Election Services Contract
EXHIBIT A
Responsibilities of the Parties

I. Early Voting

A. Lubbock County Elections Administrator's Responsibilities:

1. The Elections Administrator shall provide a list for presentation to the governing body of each Entity, containing a list of places, times and dates of early voting suitable for adoption by the governing body in accordance with Texas Election Code Chapter 85.
2. The Regular Early Voting Clerk for Lubbock County, Roxzine Stinson, in her capacity as Lubbock County Elections Administrator, shall also serve as the Joint Early Voting Clerk for all joint elections. The Joint Early Voting Clerk will be responsible for the conduct of early voting by main and by personal appearance for all Lubbock County voters voting in the Joint Elections. The Joint Early Voting Clerk shall receive from each entity any applications for early voting ballots to be voted by mail in accordance with Title 7 of the Texas Election Code. The Joint Early Voting Clerk shall send early voting ballots by mail and receive early voting ballots for early voting by mail. The Joint Early Voting Clerk shall have authority to appoint such deputy early voting clerks as may be necessary to assist the Joint Early Voting Clerk with voting to take place at the joint early voting locations.
3. The Elections Administrator, Roxzine Stinson, shall serve as the Joint Elections Officer in her capacity as Elections Administrator. The Joint Elections Officer will determine the number of election workers to hire to conduct early voting in the Joint Election. The Joint Election Officer will arrange or contract for training for all election workers and will assign all election workers employed for early voting in the Joint Elections. The training of said election workers is mandatory; these individuals will be compensated for their time in training. The Elections Administrator will provide a training facility where election schools will be conducted to train election workers in employed in the conduct of early voting, including, early voting by personal appearance at the main and all temporary branch early voting polling places, early voting by mail and other aspects of the early voting program for the Joint Elections. The Elections Administrator will name early voting deputies and clerks employed in the conduct of early voting.
4. The Elections Administrator will provide and deliver all supplies and equipment necessary to conduct early voting for the Joint Election, including but not limited to ballots, election forms, and necessary ramps, utility hook-ups, signs, registration lists and ballot boxes, to early voting polling places. The Elections Administrator will designate and confirm all early voting polling place locations.
5. The Elections Administrator will be responsible for the preparation and transportation of the electronic voting equipment necessary to conduct early voting. The Elections Administrator shall perform all tests of voting equipment as required but not limited to posting notice of equipment testing.

6. Pursuant to Sections 66.058 and 271.010 of the Election Code, the Entities appoint Roxzine Stinson, in her capacity as Lubbock County Elections Administrator, as Joint Custodian of Records (“Joint Custodian”) for the sole purpose of preserving all voted ballots securely in a locked room in the locked ballot boxes for the period for preservation required by the Election Code.

7. The Elections Administrator will receive ballot language in both English and Spanish from each participating Entity and format the ballots as needed to include said language. The County will provide each participating Entity with a final proof of ballot language for approval prior to the Logic and Accuracy Testing and the printing of ballots. Upon final approval, ballots shall be printed in an expedited timeframe so as to allow time for mailing of ballots for the Early Voting by Mail Program as required by the federal guidelines.

8. Sign language interpreters will be provided at one location on each Tuesday of early voting. The sign language interpreters will be at the United Supermarket located at 2703 82nd Street, Lubbock, Texas, 79423 (more commonly known as the 82nd and Boston location) from 8:00 a.m. until 2 p.m. on the first Tuesday of early voting and from 2 p.m. until 8 p.m. on the second Tuesday of early voting.

9. A single joint voter sign-in process consisting of a common list of registered voters and common signature rosters shall be used for early voting. A single, combined ballot and single provisional ballot box will be used. The Elections Administrator shall use Lubbock County’s electronic voting system, as defined and described in Title 8 of the Texas Election Code, and agrees to use ballots that are compatible with such equipment.

10. The Elections Administrator will be responsible for the conduct of the Early Voting Ballot Board. The Elections Administrator shall designate a person to serve in the capacity of the Presiding Judge for the Early Voting Ballot Board and shall provide that information to the governing body of each participating Entity for entry of an order or resolution by that authority appointing this official. The Presiding Judge and clerks shall constitute the Early Voting Ballot Board and shall count and return early voting ballots, and perform other duties set for such board in accordance with the Texas Election Code.

11. The Elections Administration will be responsible to send out the Writ of Elections to the Judge and Alternate Judge for each polling location.

B. Responsibilities of Participating Entities:

1. The participating Entities hereby appoint Roxzine Stinson, in her capacity as Lubbock County Elections Administrator, as the Joint Elections Officer to perform or supervise the performance of the duties and responsibilities of Lubbock County involved in conducting the Joint Elections covered by this Contract.

2. Each of the Entities agrees to conduct its early voting jointly. Each of the Entities hereby appoints Roxzine Stinson, in her capacity as Elections Administrator and Early Voting Clerk for Lubbock County, as the Joint Early Voting Clerk for the Joint elections. Early voting for the Entities shall be conducted at the dates, times and locations to be mutually

agreed upon by the Joint Election Officer and authorized and ordered by the governing body of each participating Entity.

3. Each participating Entity will provide ballot language for their respective portion of the official ballot to the Elections Administrator in both English and Spanish. The Elections Administrator can assist with translations of orders, notices and ballot language with the actual cost being billed to the Entity. Any additions, modifications, deletions, or other changes to such ballot contents of language must be made by the Entity prior to the final proof approval by the Entity. The Elections Administrator will provide the participating Entity with a final proof of ballot language, as it is to appear on the ballot for final proof approval. Upon final proof approval, the ballot shall be programmed for the voting equipment in an expedited timeframe so as to allow ballot allocations.

4. Each participating Entity will provide the Elections Administrator with the name and contact information of a representative or representatives for the Entity who will appear at the Elections Office to proof the ballot on behalf of the Entity. Each Entity has the option of proofing the ballot, or allowing the candidates to proof the ballot.

5. Each participating Entity will provide the Elections Administrator with the name and contact information of a representative or representatives for the Entity who will be responsible for attending and participating in the Public Logic and Accuracy Testing of the ballot (as required by the Election Code). The Elections Administrator will contact the designated representative(s) with the date and time of such testing.

6. Each Entity is responsible to post the Entity's own Election Notices and Election Orders pursuant to Sections 1.006 and 4.003(b) of the Texas Election Code.

7. The Entity is responsible to provide the Elections Administrator all contact information of the decision making person/persons for the Entity.

II. Election Day

A. Lubbock County Elections Administrator's Responsibilities:

1. The Elections Administrator shall designate and confirm all Election Day Vote Center locations for the joint elections, and shall forward such information to the participating Entities in a timely fashion to allow the governing body of the respective participating Entities to enter orders designating such Vote Centers.

2. County party chairs shall designate the Presiding Election Judge and the Alternate Presiding Election Judge to administer the election in each Vote Center. The Elections Administrator shall forward such information to the participating Entities to allow the governing bodies of the respective participating Entities to enter appropriate orders designating such officials prior to the election. The Presiding Election Judge and Alternate Presiding Election Judge shall be qualified voters of the Lubbock County Vote Centers in which the joint election is held. All Election Workers shall be compensated at the rate established hereafter by Lubbock County. Compensable hours shall be determined in accordance with provisions of the Texas Election Code and other applicable laws.

3. One set of elections officials shall preside over the election in each of the Vote Centers used. A single joint voter sign-in process consisting of a common list of registered voters, and common signature rosters shall be used in each Vote Center. A single, combined ballot and single provisional ballot box will be used. The officer designated by law to be the custodian of the voted ballots for Lubbock County shall be custodian of all materials used in common in the Vote Center where a common polling place is used. The Elections Administrator shall use an electronic voting system, as defined and described in Title 8 of the Texas Election Code and agrees to use ballots that are compatible with such equipment.

4. The Elections Administrator will arrange for training and will provide the instructors, manuals and other training materials deemed necessary for training all election workers. Training for all election workers is mandatory, and these individuals will be compensated for their time in training.

5. The Elections Administrator will arrange for Election Day voter registration lists for the Joint Elections. The County will determine the quantities of elections supplies needed for Election Day voting.

6. The Elections Administrator, by and through the Sheriff's, Maintenance, Road & Bridge, and Elections Office Departments of Lubbock County, will be responsible for the preparation and transportation of voting equipment and Election Day supplies for use on Election Day.

7. The final returns for each participating Entity shall be canvassed separately by each respective Entity. The Custodian of Election Records for Lubbock County, Roxzine Stinson, in her capacity as Elections Administrator, shall maintain a Central Count Station on Election Day for the purpose of receiving returns for the participating Entities. The Elections Administrator or appointed staff will provide unofficial election results to the qualified individual appointed by each participating Entity.

8. On Election Day, the Joint Election Officer and/or the Elections Office Staff will field all questions from election workers through the phone bank personnel and troubleshooters.

9. The Elections Administrator shall make available, to voters who desire translation assistance, an individual capable of acting as a translator and speaking both English and Spanish languages who will assist Spanish speaking voters in understanding and participating in the election process.

B. Participating Entities Responsibilities:

1. Prior to Election Day, each participating Entity will answer questions from the public with respect to the Entity's Election during the State's defined mandatory office hours.

III. Election Night

A. Elections Administrator Responsibilities:

1. The Elections Administrator holds responsibility for all activities on election night including, but not limited, to setting up a central counting station, coordinating and supervising the tabulation of results, coordination and supervision of the physical layout of the support stations that are receiving substations for the Joint Elections, and coordination and management of media coverage of the election.

2. The Elections Administrator will arrange for the transportation of the voting equipment to the central counting station.

3. Pursuant to Sec. 32.002 and Sec. 127.005 of the Election Code, the County Chairs of the political parties whose candidate for governor received the highest and second highest number of votes in the county in the 2022 gubernatorial election will submit the names of persons eligible to serve as Presiding Judge and Alternate Presiding Judge of the Central Count Station to the Commissioners Court. The Commissioners Court will appoint the Presiding Judge and Alternate Presiding Judge of the Central Counting Station to maintain order at the Central Counting Station, to administer oaths as necessary to receive sealed Judge's Verity Ballot Scanners and other election equipment, sealed provisional ballot boxes, and to perform other duties required by the Texas Election Code, and shall forward such information to each participating Entity in a timely fashion to allow the governing body of each Entity to enter appropriate orders designating such election officials prior to the election. In addition, the Elections Administrator shall appoint a Tabulation Supervisor and Assistant Tabulation Supervisor to be in charge of the operation of the automatic tabulating equipment at the Central Counting Station, an individual to serve as Central Counting Station Manager to be in charge of the overall administration of the Central Counting Station and the general supervision of the personnel working at the Central Counting Station, and shall forward such information to each participating Entity to enter appropriate orders designating such election officials prior to the election.

4. The Elections Administrator shall provide the participating Entities with reasonable space in a public area adjacent to the Central Counting Station at which each participating Entity may have representatives or other interested persons present during the counting process.

B. Entity Responsibility:

1. Other than receiving returns from the Elections Administrator, the participating Entities have no role or responsibility on the night of the election.



AGENDA ITEM COMMENTARY

MEETING NAME: City Council

MEETING DATE: February 3rd 2025

ITEM TITLE: Consider and take appropriate action on Payment Request #1 from Landmark Structures for the Alcove EST Construction

STAFF INITIATOR: Randy Hall

BACKGROUND:

There is a Pay Request from Landmark Structures for the Alcove EST Construction

The Pay Request #1 has been received and is Attached as an exhibit to this item.

The Breakdown is as Follows:

- a. Original Contract Amount: \$4,852,000.00
 - b. Work Performed this Pay Request: \$901,500.00
 - c. Materials Stored: \$0.00
 - d. Total Work Performed + Materials Stored: \$901,500.00
 - e. Retainage: \$45,075.00
 - f. Paid Previous Applications: \$0
- Amount Due: (d-e-f) \$856,425.00

EXHIBITS:

Landmark Structures Pay Request #1 for The Alcove EST Construction.

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommend payment as requested.

TO OWNER/CLIENT:

City of Wolfforth, Texas
302 Main St.
Wolfforth, Texas 79382

PROJECT:

1854 - 1854 Wolfforth TX - 0.5 MG CET
10408 Alcove Ave.
Wolfforth, Texas 79382

APPLICATION NO: 1

INVOICE NO: 1

PERIOD: 11/26/24 - 12/25/24

OWNER'S CONTRACT NO:

CONTRACT DATE:

FROM CONTRACTOR:

Landmark Structures
1665 Harmon Rd
Fort Worth, Texas 76177

VIA ARCHITECT/ENGINEER:

Marcus Michalewicz, EIT (Kimley Horn)
4411 98th Street, Ste. 300
Lubbock, Texas 79424

CONTRACT FOR: 1854 Wolfforth TX - 0.5 MG CET Prime Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

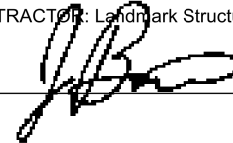
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$4,852,000.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$4,852,000.00
4. Total completed and stored to date (Column G on detail sheet)	\$901,500.00
5. Retainage:	
a. 5.00% of completed work	\$45,075.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$45,075.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$856,425.00
7. Less previous certificates for payment (Line 6 from prior certificate)	\$0.00
8. Current payment due:	\$856,425.00
9. Balance to finish, including retainage (Line 3 less Line 6)	\$3,995,575.00

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Landmark Structures

By:



Date: 1/2/2025

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

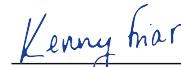
In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$856,425.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By:



Date: 1/3/2025

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 1

Item # 8.

APPLICATION DATE: 12/25/2024

PERIOD: 11/26/24 - 12/25/24

Contract Lines

ITEM NO.	DESCRIPTION OF WORK	C				D		E		G		H	I
		SCHEDULED VALUE				WORK COMPLETED		TOTAL COMPLETE	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE		
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD						
1	1.01 Bonds and Insurance	LS	1.0	\$140,900.00	\$140,900.00	\$0.00	\$140,900.00	\$140,900.00	100.00%	\$0.00	\$7,045.00		
2	1.02 Engineering - Elevated Tank - Steel Tank	LS	1.0	\$96,500.00	\$96,500.00	\$0.00	\$96,500.00	\$96,500.00	100.00%	\$0.00	\$4,825.00		
3	1.03 Engineering - Elevated Tank - Foundation / Basis	LS	1.0	\$90,700.00	\$90,700.00	\$0.00	\$90,700.00	\$90,700.00	100.00%	\$0.00	\$4,535.00		
4	1.04 Engineering - Elevated Tank - Pedestal	LS	1.0	\$88,900.00	\$88,900.00	\$0.00	\$88,900.00	\$88,900.00	100.00%	\$0.00	\$4,445.00		
5	1.07 Mobilize	LS	1.0	\$193,500.00	\$193,500.00	\$0.00	\$135,450.00	\$135,450.00	70.00%	\$58,050.00	\$6,772.50		
6	1.09 Commissioning & Startup	LS	1.0	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,500.00	\$0.00		
7	2.01 Erosion Control	LS	1.0	\$12,600.00	\$12,600.00	\$0.00	\$12,600.00	\$12,600.00	100.00%	\$0.00	\$630.00		
8	2.02 Clearing /Grading/ Access road	LS	1.0	\$189,900.00	\$189,900.00	\$0.00	\$189,900.00	\$189,900.00	100.00%	\$0.00	\$9,495.00		
9	2.04 Temporary Fence	LS	1.0	\$16,700.00	\$16,700.00	\$0.00	\$16,700.00	\$16,700.00	100.00%	\$0.00	\$835.00		
10	2.06 Initial Site /Tank Surveying	LS	1.0	\$8,700.00	\$8,700.00	\$0.00	\$8,700.00	\$8,700.00	100.00%	\$0.00	\$435.00		
11	3.03 Foundation - Excavation	LS	1.0	\$79,500.00	\$79,500.00	\$0.00	\$79,500.00	\$79,500.00	100.00%	\$0.00	\$3,975.00		
12	3.05 Foundation - Spread Foundation	LS	1.0	\$166,600.00	\$166,600.00	\$0.00	\$41,650.00	\$41,650.00	25.00%	\$124,950.00	\$2,082.50		
13	3.06 Foundation - Backfill Exterior	LS	1.0	\$29,600.00	\$29,600.00	\$0.00	\$0.00	\$0.00	0.00%	\$29,600.00	\$0.00		
14	4.01 Concrete Pedestal - Lifts 1 / Crane / Scaffold	LS	1.0	\$300,700.00	\$300,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$300,700.00	\$0.00		
15	4.02 Concrete Pedestal - Lifts 2-3	PC	2.0	\$177,900.00	\$355,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$355,800.00	\$0.00		
16	4.03 Concrete Pedestal - Remaining Lifts 4-15	PC	12.0	\$56,900.00	\$682,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$682,800.00	\$0.00		
17	4.04 Concrete Pedestal - Tank Floor	LS	1.0	\$167,400.00	\$167,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$167,400.00	\$0.00		
18	4.05 Backfill Interior	LS	1.0	\$3,200.00	\$3,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,200.00	\$0.00		
19	5.01 Steel Tank - Materials - Plate/ Fabrication	LS	1.0	\$316,500.00	\$316,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$316,500.00	\$0.00		
20	5.03 Steel Tank - Erect - Ring Beam	LS	1.0	\$40,400.00	\$40,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,400.00	\$0.00		
21	5.04 Steel Tank - Erect - Cone	LS	1.0	\$130,200.00	\$130,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$130,200.00	\$0.00		
22	5.05 Steel Tank - Erect - Vertical Shell	LS	1.0	\$82,700.00	\$82,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$82,700.00	\$0.00		
23	5.07 Steel Tank - Appurtenances	LS	1.0	\$45,700.00	\$45,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$45,700.00	\$0.00		
24	5.08 Steel Tank - Erect - Hoist	LS	1.0	\$30,800.00	\$30,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,800.00	\$0.00		
25	5.09 Steel Tank - Erect - Floor	LS	1.0	\$3,400.00	\$3,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,400.00	\$0.00		
26	5.10 Steel Tank - Erect - Roof	LS	1.0	\$94,600.00	\$94,600.00	\$0.00	\$0.00	\$0.00	0.00%	\$94,600.00	\$0.00		
27	6.03 Steel Tank - Field Coating - Ground Phase	LS	1.0	\$120,300.00	\$120,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$120,300.00	\$0.00		
28	6.04 Steel Tank - Field Coating - Air Phase	LS	1.0	\$80,200.00	\$80,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$80,200.00	\$0.00		
29	6.10 Concrete Pedestal - Blast	LS	1.0	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,500.00	\$0.00		
30	7.01 Mechanical - Base - Piping	LS	1.0	\$37,400.00	\$37,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$37,400.00	\$0.00		
31	7.02 Mechanical - Pedestal - Riser Piping	LS	1.0	\$113,800.00	\$113,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$113,800.00	\$0.00		
32	7.04 Mechanical - Chamber - Valves / Piping	LS	1.0	\$76,500.00	\$76,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$76,500.00	\$0.00		
33	7.05 Mechanical - Chamber - Plumbing	LS	1.0	\$15,900.00	\$15,900.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,900.00	\$0.00		
34	8.01 Concrete Pedestal - Ladders / Landings	LS	1.0	\$78,400.00	\$78,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$78,400.00	\$0.00		
35	8.02 Steel Tank - Hatches / Vents	LS	1.0	\$11,900.00	\$11,900.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,900.00	\$0.00		

A	B	C				D	E	G		H	Item # 8.
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE				WORK COMPLETED		TOTAL COMPLETE	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD				
36	8.03 Antenna and Cable Supports	LS	1.0	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,400.00	\$0.00
37	8.04 Mixing System	LS	1.0	\$18,100.00	\$18,100.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,100.00	\$0.00
38	9.01 Slab on Grade	LS	1.0	\$8,400.00	\$8,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,400.00	\$0.00
39	9.04 Doors	LS	1.0	\$18,300.00	\$18,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,300.00	\$0.00
40	10.04 Electrical / SCADA	LS	1.0	\$366,000.00	\$366,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$366,000.00	\$0.00
41	10.05 Lightning Protection/ Ground Conductors	LS	1.0	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,400.00	\$0.00
42	10.06 Cathodic Protection	LS	1.0	\$35,300.00	\$35,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$35,300.00	\$0.00
43	11.01 Watermain	LS	1.0	\$174,700.00	\$174,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$174,700.00	\$0.00
44	12.01 Concrete / Asphalt Paving	LS	1.0	\$23,600.00	\$23,600.00	\$0.00	\$0.00	\$0.00	0.00%	\$23,600.00	\$0.00
45	12.02 Fence and Gates	LS	1.0	\$97,800.00	\$97,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$97,800.00	\$0.00
46	12.03 Seed / Sod / Hydromulch	LS	1.0	\$32,200.00	\$32,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$32,200.00	\$0.00
47	12.05 Splash Pad/ Gen Pad/ Bollards	LS	1.0	\$7,100.00	\$7,100.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,100.00	\$0.00
48	13.01 Bid Item 2 Trench Safety	LS	1.0	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
49	13.02 Bid Item 3 Tank Demo 1	LS	1.0	\$74,500.00	\$74,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$74,500.00	\$0.00
50	13.03 Bid Item 4 Tank Demo 2	LS	1.0	\$74,500.00	\$74,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$74,500.00	\$0.00
TOTALS:		\$4,852,000.00				\$0.00	\$901,500.00	\$901,500.00	18.58%	\$3,950,500.00	\$45,075.00

Grand Totals

A	B	C				D	E	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE				WORK COMPLETED		TOTAL COMPLETE	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD				
GRAND TOTALS:		\$4,852,000.00				\$0.00	\$901,500.00	\$901,500.00	18.58%	\$3,950,500.00	\$45,075.00

EST Progress

- | | |
|---------------------------|-----------------------|
| a. Clean and Grub Site | Dec. 2 nd |
| b. Tank Access Road | Dec. 7 th |
| c. Foundation Excavation | Dec. 9 th |
| d. Rebar Installation | Jan. 7 th |
| e. Base Mechanical | Jan. 9 th |
| f. Place Concrete | Jan. 11 th |
| g. Tank Backfill | Jan. 15 th |
| h. Ped. Crew Mobilization | Jan. 21 st |

The Cold Weather has been a challenge keeping schedule, however the Landmark Crew Has worked hard to make this project stay on track.













AGENDA ITEM COMMENTARY

MEETING NAME: City Council

MEETING DATE: February 3rd 2025

ITEM TITLE: Consider and take appropriate action on Payment Request #2 from Landmark Structures for the Alcove EST Construction

STAFF INITIATOR: Randy Hall

BACKGROUND:

There is a Pay Request from Landmark Structures for the Alcove EST Construction

The Pay Request #2 has been received and is Attached as an exhibit to this item.

The Breakdown is as Follows:

- a. Original Contract Amount: \$4,852,000.00
- b. Work Performed this Pay Request: \$139,750.00
- c. Materials Stored: \$0.00
- d. Total Work Performed + Materials Stored: \$1,041,250.00
- e. Retainage: \$52,062.50
- f. Paid Previous Applications: \$856,425.00

Amount Due: (d-e-f) \$132,762.50

EXHIBITS:

Landmark Structures Pay Request #2 for The Alcove EST Construction.

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommend payment as requested.

TO OWNER/CLIENT:

City of Wolfforth, Texas
302 Main St.
Wolfforth, Texas 79382

PROJECT:

1854 - 1854 Wolfforth TX - 0.5 MG CET
10408 Alcove Ave.
Wolfforth, Texas 79382

APPLICATION NO: 2

INVOICE NO: 2

PERIOD: 12/26/24 - 01/25/25

OWNER'S CONTRACT NO:

CONTRACT DATE:

FROM CONTRACTOR:

Landmark Structures
1665 Harmon Rd
Fort Worth, Texas 76177

VIA ARCHITECT/ENGINEER:

Marcus Michalewicz, EIT (Kimley Horn)
4411 98th Street, Ste. 300
Lubbock, Texas 79424

CONTRACT FOR: 1854 Wolfforth TX - 0.5 MG CET Prime Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

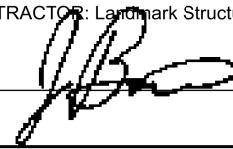
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$4,852,000.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$4,852,000.00
4. Total completed and stored to date (Column G on detail sheet)	\$1,041,250.00
5. Retainage:	
a. 5.00% of completed work	\$52,062.50
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$52,062.50
6. Total earned less retainage (Line 4 less Line 5 Total)	\$989,187.50
7. Less previous certificates for payment (Line 6 from prior certificate)	\$856,425.00
8. Current payment due:	\$132,762.50
9. Balance to finish, including retainage (Line 3 less Line 6)	\$3,862,812.50

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Landmark Structures

By:



Date:

1/23/2025

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

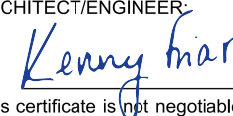
AMOUNT CERTIFIED:

\$132,762.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By:



Date:

01/23/2025

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2

Item # 9.

APPLICATION DATE: 1/25/2025

PERIOD: 12/26/24 - 01/25/25

Contract Lines

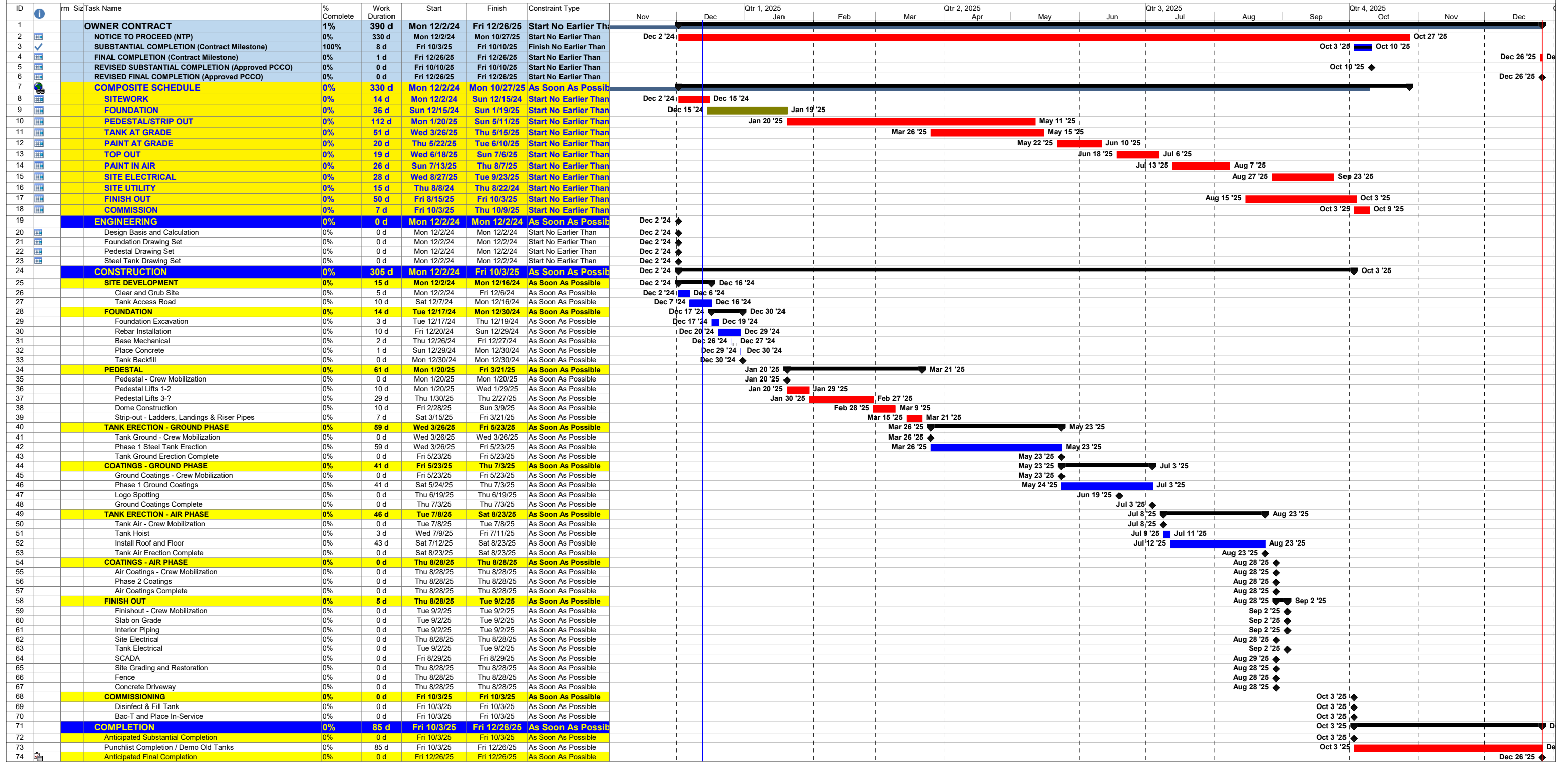
A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE				D WORK COMPLETED		G TOTAL COMPLETE		H BALANCE TO FINISH (C - G)	I RETAINAGE
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD	% COMPLETE			
									TOTAL COMPLETE		
1	1.01 Bonds and Insurance	LS	1.0	\$140,900.00	\$140,900.00	\$140,900.00	\$0.00	\$140,900.00	100.00%	\$0.00	\$7,045.00
2	1.02 Engineering - Elevated Tank - Steel Tank	LS	1.0	\$96,500.00	\$96,500.00	\$96,500.00	\$0.00	\$96,500.00	100.00%	\$0.00	\$4,825.00
3	1.03 Engineering - Elevated Tank - Foundation / Basis	LS	1.0	\$90,700.00	\$90,700.00	\$90,700.00	\$0.00	\$90,700.00	100.00%	\$0.00	\$4,535.00
4	1.04 Engineering - Elevated Tank - Pedestal	LS	1.0	\$88,900.00	\$88,900.00	\$88,900.00	\$0.00	\$88,900.00	100.00%	\$0.00	\$4,445.00
5	1.07 Mobilize	LS	1.0	\$193,500.00	\$193,500.00	\$135,450.00	\$0.00	\$135,450.00	70.00%	\$58,050.00	\$6,772.50
6	1.09 Commissioning & Startup	LS	1.0	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,500.00	\$0.00
7	2.01 Erosion Control	LS	1.0	\$12,600.00	\$12,600.00	\$12,600.00	\$0.00	\$12,600.00	100.00%	\$0.00	\$630.00
8	2.02 Clearing /Grading/ Access road	LS	1.0	\$189,900.00	\$189,900.00	\$189,900.00	\$0.00	\$189,900.00	100.00%	\$0.00	\$9,495.00
9	2.04 Temporary Fence	LS	1.0	\$16,700.00	\$16,700.00	\$16,700.00	\$0.00	\$16,700.00	100.00%	\$0.00	\$835.00
10	2.06 Initial Site /Tank Surveying	LS	1.0	\$8,700.00	\$8,700.00	\$8,700.00	\$0.00	\$8,700.00	100.00%	\$0.00	\$435.00
11	3.03 Foundation - Excavation	LS	1.0	\$79,500.00	\$79,500.00	\$79,500.00	\$0.00	\$79,500.00	100.00%	\$0.00	\$3,975.00
12	3.05 Foundation - Spread Foundation	LS	1.0	\$166,600.00	\$166,600.00	\$41,650.00	\$124,950.00	\$166,600.00	100.00%	\$0.00	\$8,330.00
13	3.06 Foundation - Backfill Exterior	LS	1.0	\$29,600.00	\$29,600.00	\$0.00	\$14,800.00	\$14,800.00	50.00%	\$14,800.00	\$740.00
14	4.01 Concrete Pedestal - Lifts 1 / Crane / Scaffold	LS	1.0	\$300,700.00	\$300,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$300,700.00	\$0.00
15	4.02 Concrete Pedestal - Lifts 2-3	PC	2.0	\$177,900.00	\$355,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$355,800.00	\$0.00
16	4.03 Concrete Pedestal - Remaining Lifts 4-15	PC	12.0	\$56,900.00	\$682,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$682,800.00	\$0.00
17	4.04 Concrete Pedestal - Tank Floor	LS	1.0	\$167,400.00	\$167,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$167,400.00	\$0.00
18	4.05 Backfill Interior	LS	1.0	\$3,200.00	\$3,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,200.00	\$0.00
19	5.01 Steel Tank - Materials - Plate/ Fabrication	LS	1.0	\$316,500.00	\$316,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$316,500.00	\$0.00
20	5.03 Steel Tank - Erect - Ring Beam	LS	1.0	\$40,400.00	\$40,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,400.00	\$0.00
21	5.04 Steel Tank - Erect - Cone	LS	1.0	\$130,200.00	\$130,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$130,200.00	\$0.00
22	5.05 Steel Tank - Erect - Vertical Shell	LS	1.0	\$82,700.00	\$82,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$82,700.00	\$0.00
23	5.07 Steel Tank - Appurtenances	LS	1.0	\$45,700.00	\$45,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$45,700.00	\$0.00
24	5.08 Steel Tank - Erect - Hoist	LS	1.0	\$30,800.00	\$30,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$30,800.00	\$0.00
25	5.09 Steel Tank - Erect - Floor	LS	1.0	\$3,400.00	\$3,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,400.00	\$0.00
26	5.10 Steel Tank - Erect - Roof	LS	1.0	\$94,600.00	\$94,600.00	\$0.00	\$0.00	\$0.00	0.00%	\$94,600.00	\$0.00
27	6.03 Steel Tank - Field Coating - Ground Phase	LS	1.0	\$120,300.00	\$120,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$120,300.00	\$0.00
28	6.04 Steel Tank - Field Coating - Air Phase	LS	1.0	\$80,200.00	\$80,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$80,200.00	\$0.00
29	6.10 Concrete Pedestal - Blast	LS	1.0	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,500.00	\$0.00
30	7.01 Mechanical - Base - Piping	LS	1.0	\$37,400.00	\$37,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$37,400.00	\$0.00
31	7.02 Mechanical - Pedestal - Riser Piping	LS	1.0	\$113,800.00	\$113,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$113,800.00	\$0.00
32	7.04 Mechanical - Chamber - Valves / Piping	LS	1.0	\$76,500.00	\$76,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$76,500.00	\$0.00
33	7.05 Mechanical - Chamber - Plumbing	LS	1.0	\$15,900.00	\$15,900.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,900.00	\$0.00
34	8.01 Concrete Pedestal - Ladders / Landings	LS	1.0	\$78,400.00	\$78,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$78,400.00	\$0.00
35	8.02 Steel Tank - Hatches / Vents	LS	1.0	\$11,900.00	\$11,900.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,900.00	\$0.00

A	B	C				D	E	G		H	Item # 9.
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE				WORK COMPLETED		TOTAL COMPLETE	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD				
36	8.03 Antenna and Cable Supports	LS	1.0	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,400.00	\$0.00
37	8.04 Mixing System	LS	1.0	\$18,100.00	\$18,100.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,100.00	\$0.00
38	9.01 Slab on Grade	LS	1.0	\$8,400.00	\$8,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,400.00	\$0.00
39	9.04 Doors	LS	1.0	\$18,300.00	\$18,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,300.00	\$0.00
40	10.04 Electrical / SCADA	LS	1.0	\$366,000.00	\$366,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$366,000.00	\$0.00
41	10.05 Lightning Protection/ Ground Conductors	LS	1.0	\$4,400.00	\$4,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,400.00	\$0.00
42	10.06 Cathodic Protection	LS	1.0	\$35,300.00	\$35,300.00	\$0.00	\$0.00	\$0.00	0.00%	\$35,300.00	\$0.00
43	11.01 Watermain	LS	1.0	\$174,700.00	\$174,700.00	\$0.00	\$0.00	\$0.00	0.00%	\$174,700.00	\$0.00
44	12.01 Concrete / Asphalt Paving	LS	1.0	\$23,600.00	\$23,600.00	\$0.00	\$0.00	\$0.00	0.00%	\$23,600.00	\$0.00
45	12.02 Fence and Gates	LS	1.0	\$97,800.00	\$97,800.00	\$0.00	\$0.00	\$0.00	0.00%	\$97,800.00	\$0.00
46	12.03 Seed / Sod / Hydromulch	LS	1.0	\$32,200.00	\$32,200.00	\$0.00	\$0.00	\$0.00	0.00%	\$32,200.00	\$0.00
47	12.05 Splash Pad/ Gen Pad/ Bollards	LS	1.0	\$7,100.00	\$7,100.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,100.00	\$0.00
48	13.01 Bid Item 2 Trench Safety	LS	1.0	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
49	13.02 Bid Item 3 Tank Demo 1	LS	1.0	\$74,500.00	\$74,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$74,500.00	\$0.00
50	13.03 Bid Item 4 Tank Demo 2	LS	1.0	\$74,500.00	\$74,500.00	\$0.00	\$0.00	\$0.00	0.00%	\$74,500.00	\$0.00
TOTALS:				\$4,852,000.00	\$4,852,000.00	\$901,500.00	\$139,750.00	\$1,041,250.00	21.46%	\$3,810,750.00	\$52,062.50

Grand Totals

A	B	C				D	E	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE				WORK COMPLETED		TOTAL COMPLETE	% COMPLETE	BALANCE TO FINISH (C - G)	RETAINAGE
		UNIT	QTY	UNIT PRICE	VALUE	PRIOR APPLICATION	THIS PERIOD				
GRAND TOTALS:				\$4,852,000.00	\$4,852,000.00	\$901,500.00	\$139,750.00	\$1,041,250.00	21.46%	\$3,810,750.00	\$52,062.50

Aquarion, CT 0.5MG Elevated Tank













AGENDA ITEM COMMENTARY

MEETING NAME: City Council

MEETING DATE: February 3rd 2025

ITEM TITLE: Consider and take appropriate action on Payment Request #2 from UCA for the 12” EST Distribution line install.

STAFF INITIATOR: Randy Hall

BACKGROUND:

There is a Pay Request from UCA for the 12” EST Distribution line.

The Pay Request has been Received and is Attached as an exhibit to this item.

The Breakdown is as Follows:

- a. Original Contract Amount: \$1,259,361.00
 - b. Work Performed this Pay Request: \$316,717.00
 - c. Materials Stored: \$0.00
 - d. Total Work Performed + Materials Stored: \$316,717.00
 - e. Retainage: \$31,671.70
 - f. Paid Previous Applications: \$204,980.40
- Amount Due: (d-e-f) \$80,064.90

EXHIBITS:

UCA Payment Request #2 for the EST Distribution Line.

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff Recommends Payment as requested.



Contractor's Application and Certificate for Payment

To: Kimley-Horn 4411 98th St., Suite 300 Lubbock, TX 79424	From: Utility Contractors of America, Inc. 5805 CR 7700 Lubbock, TX 79424	Application Number: 2 Application Period: 12/01/24 - 12/31/24 Application Date: 12/31/2024
---	--	--

24-248 Wolfforth 12" Waterline Estensions				Total This Period	Total to Date
Change Order Summary				ORIGINAL CONTRACT SUM	\$1,259,361.00
Change Orders Approved by Owner				NET CHANGE BY CHANGE ORDERS	\$0.00
Number	Date Approved	Additions	Deductions	CONTRACT SUM TO DATE (Line 1 + 2)	\$1,259,361.00
				WORK COMPLETED	\$105,157.00
				MATERIALS STORED	-\$16,196.00
				TOTAL COMPLETED & STORED	\$88,961.00
				RETAINAGE:	
				10% of Completed Work and Stored Material	\$8,896.10
TOTALS				AMOUNT ELIGIBLE TO DATE	\$285,045.30
NET CHANGE BY CHANGE ORDERS				LESS PREVIOUS APPLICATIONS	\$204,980.40
				AMOUNT DUE THIS APPLICATION	\$80,064.90
				BALANCE TO FINISH, PLUS RETAINAGE	\$974,315.70

Contractor's Certification

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Your check may be converted to ACH

By: Chris Babos *ro* Date: 1/6/25
Utility Contractors of America, Inc.

Approved For Payment:

By: Chandler Shiedde Date: 1/8/2025
Kimley-Horn



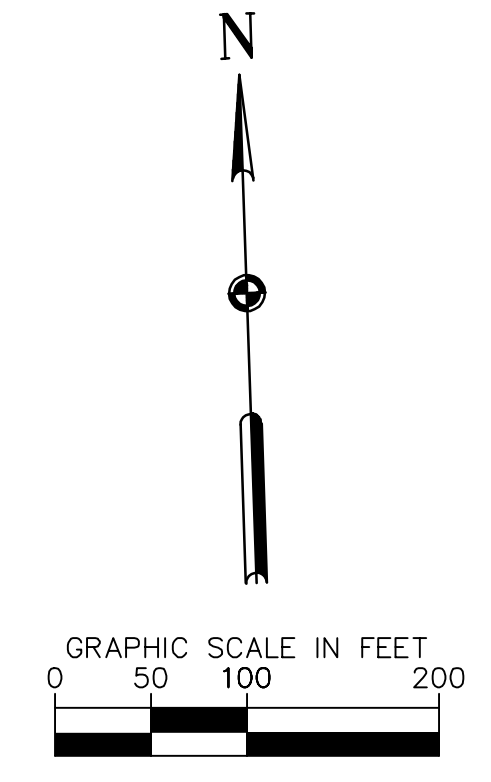
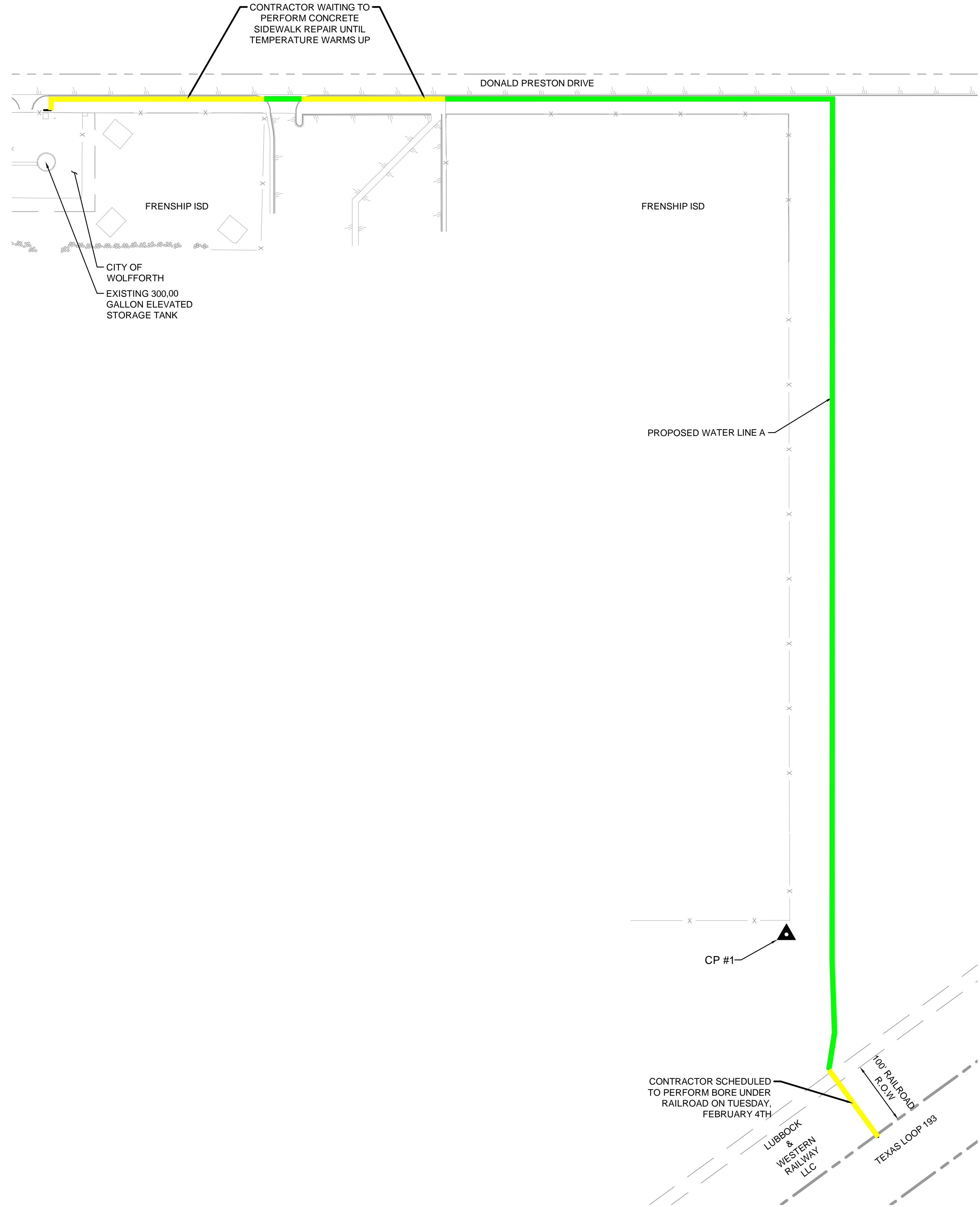
Progress Estimate

Job Name:		24-248 Wolfforth 12" Waterline Estensions				Application Number:		2					
Application Period:		12/01/24 - 12/31/24				Application Date:		12/31/2024					
A		B				C		D		E		F	
Item		Units	Quantity	Unit Price	Scheduled Value	Work Completed						% (G/B)	Balance to Finish (B-G)
Item	Description					This Period		Previous Period		To Date			
						Quantity	Amount	Quantity	Amount	Quantity	Amount		
01	Mobilization, Bond, & Insurance	LS	1	\$65,000.00	\$65,000.00		\$ -	1.00	\$ 65,000.00	1.00	\$ 65,000.00	100.00%	
02	Traffic Control	LS	1	\$10,500.00	\$10,500.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 10,500.00
03	Trench Safety	LF	9823	\$2.00	\$19,646.00	916.00	\$ 1,832.00	1560.00	\$ 3,120.00	2476.00	\$ 4,952.00	25.21%	\$ 14,694.00
04	12" C-900 PVC Water Line (With Fittings)	LF	9823	\$85.00	\$834,955.00	916.00	\$ 77,860.00	1560.00	\$ 132,600.00	2476.00	\$ 210,460.00	25.21%	\$ 624,495.00
05	12" C-900 PVC in 24" Casing by OTOC	LF	160	\$850.00	\$136,000.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 136,000.00
06	12" Gate Valve with Box	EA	8	\$5,420.00	\$43,360.00		\$ -	2.00	\$ 10,840.00	2.00	\$ 10,840.00	25.00%	\$ 32,520.00
07	10" Gate Valve with Box	EA	2	\$4,400.00	\$8,800.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 8,800.00
08	Connect Existing Water	EA	6	\$3,975.00	\$23,850.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 23,850.00
09	Concrete Pavment Repair	SY	64	\$250.00	\$16,000.00	47.00	\$ 11,750.00	0.00	\$ -	47.00	\$ 11,750.00	73.44%	\$ 4,250.00
10	Remove & Replace Concrete Curb & Gutter	LF	8	\$335.00	\$2,680.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 2,680.00
11	4" Sidewalk Repair	SY	628	\$65.00	\$40,820.00	211.00	\$ 13,715.00	0.00	\$ -	211.00	\$ 13,715.00	33.60%	\$ 27,105.00
12	2" Air Release Valve and Vault	Ea	3	\$19,250.00	\$57,750.00		\$ -	0.00	\$ -	0.00	\$ -	0.00%	\$ 57,750.00
Totals					\$1,259,361.00		\$ 105,157.00		\$ 211,560.00		\$ 316,717.00	25.15%	\$ 942,644.00

12" Distribution UCA App. 2

Line A.

- a. UCA has made the Connection to Tower 3.
- b. Concrete will be poured Weather Permitting.
- c. The Railroad Bore Is scheduled for February 4th.

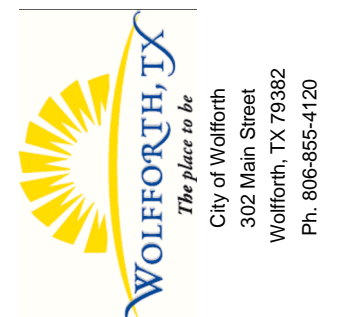


LEGEND

COMPLETED	
IN PROGRESS	
NOT COMPLETED	

Kimley»Horn
 FIRM REGISTRATION NO. FOR LUBBOCK, TEXAS 79424 806-686-1080
 4411 88TH STREET, SUITE 300, LUBBOCK, TEXAS 79424

No.	Revision	By	Date

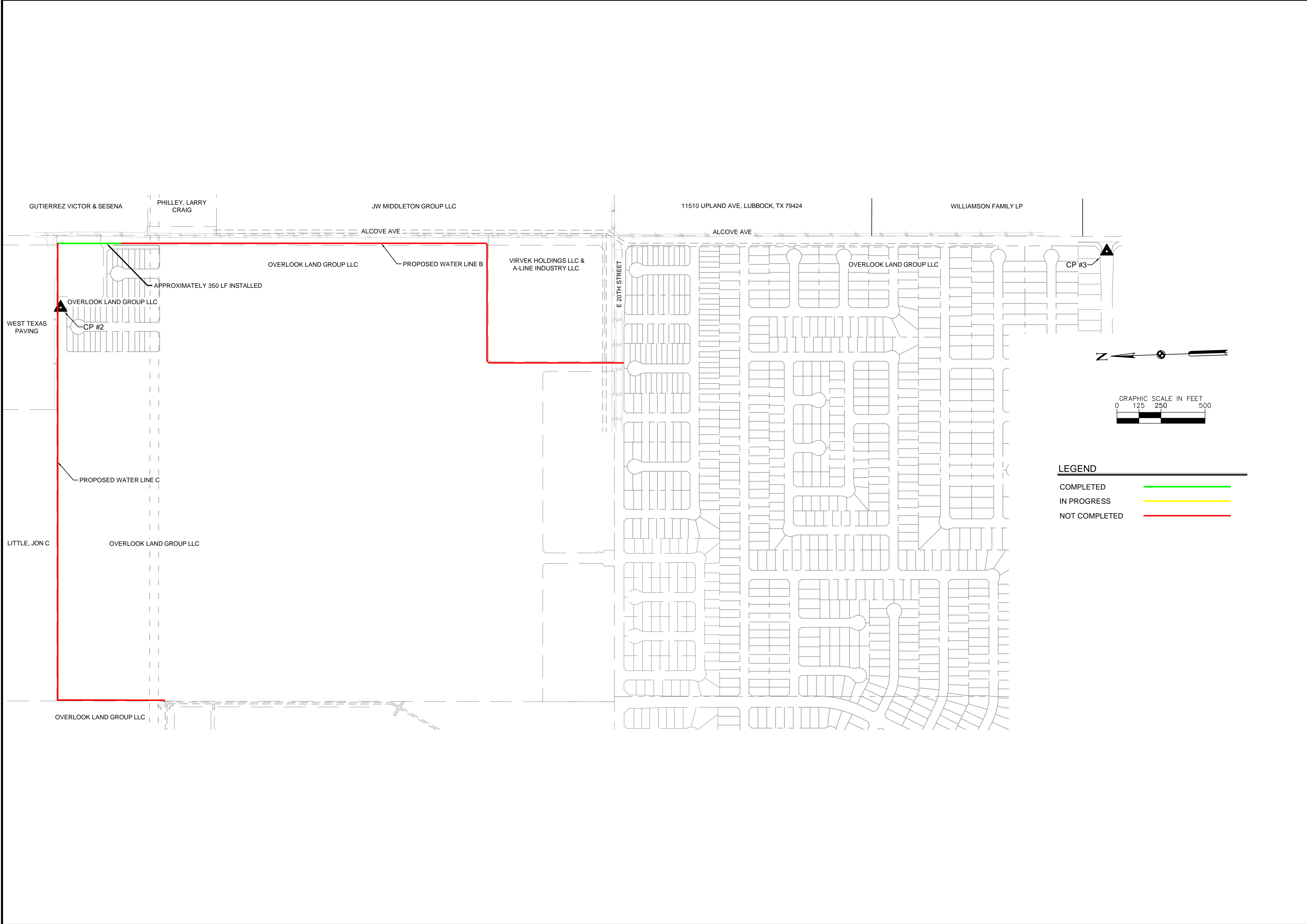


**CITY OF WOLFFORTH
 2024 12-INCH WATER
 LINE EXTENSIONS**

**CONSTRUCTION
 PROGRESS EXHIBIT**

DATE:	OCTOBER 2024
DESIGN:	WCS
DRAWN:	BBA
CHECKED:	KAF
KHA NO.:	066079004

SHEET
E1



LEGEND

- COMPLETED ———
- IN PROGRESS ———
- NOT COMPLETED ———

Kimley»Horn
 FIRM REGISTRATION NO. 686 LUBBOCK, TEXAS 79424 806-686-1080
 4411 88TH STREET, SUITE 300, LUBBOCK, TEXAS 79424

No.	Revision	By	Date



**CITY OF WOLFFORTH
 2024 12-INCH WATER
 LINE EXTENSIONS**

**CONSTRUCTION
 PROGRESS EXHIBIT**

DATE:	OCTOBER 2024
DESIGN:	WCS
DRAWN:	BBA
CHECKED:	KAF
KHA NO.:	066079004

SHEET
E2



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting

MEETING DATE: February 3, 2025

ITEM TITLE: Consider and take appropriate action on approval of payment to Daco Fire Equipment, Inc for 2024 Ford F-450 Ambulance Chassis

STAFF INITIATOR: Lance Barrett

BACKGROUND:

The City of WolfForth agreed to purchase a new ambulance back in November of 2023 from Daco Fire Equipment and LifeLine Emergency Vehicles. The chassis for that ambulance has been delivered to the LifeLine factory in Sumner, Iowa. According to our contract with Daco Fire Equipment, we are to pay for the chassis upon delivery to the manufacturer. The price for the chassis portion is \$72,254.00. The potential delivery for the ambulance is in late 2026.

Total cost of contract for ambulance is \$478,940. This purchase is being funded by the 2024 Public Safety Tax Note

EXHIBITS:

- Agenda Item Commentary
- Daco Fire Equipment invoice
- Daco Fire Equipment Contract for Purchase

COUNCIL ACTION/STAFF RECOMMENDATION:

WolfForth Fire EMS recommends approval of payment for the chassis in the amount of \$72,254.00.

DACO FIRE EQUIPMENT, INC
 201 AVE R
 LUBBOCK, TX 79415
 +18067630808
 WWW.DACOFIRE.COM

Invoice



BILL TO
 LANCE BARRETT
 WOLFFORTH, CITY OF
 PO BOX 36
 WOLFFORTH, TX 79382

SHIP TO
 LANCE BARRETT
 WOLFFORTH, CITY OF
 302 MAIN ST.
 WOLFFORTH, TX 79382

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
9464-1	11/04/2024	\$72,254.00	12/04/2024	Net 30	

SALES REP
 GD

DATE	PRODUCT	DESCRIPTION	QTY	RATE	AMOUNT
	LIFCHASSIS	2024 FORD F-450 CHASSIS UNIT # 5896 WOLFFORTH TX TYPE 1 AMBULANCE VIN # 1FDU54HT4RED32305	1	72,254.00	72,254.00

SUBTOTAL	72,254.00
TAX	0.00
TOTAL	72,254.00
BALANCE DUE	\$72,254.00

Please remit payment to P.O. Box 5006 Lubbock, TX 79408



November 6, 2023

This proposal has been prepared for:

WOLFFORTH FIRE EMS

WOLFFORTH, TEXAS

We hereby propose to furnish to you, subject to proper execution of the attached agreement by you and by a representative of this Company in Lubbock, Texas the following apparatus built in accordance with the attached specifications:

QUANTITY	MODEL	UNIT PRICE
ONE (1)	LIFE LINE TYPE 1 AMBULANCE ➤ FORD F550 SINGLE CAB, 4X4 ➤ 330 HP FORD 6.7L DIESEL ENGINE ➤ AUTOMATIC TRANSMISSION ➤ 171" X 96" SUPERLINER MODULE ➤ WHELEN WARNING LIGHTS ➤ PRE-BUILD & FINAL INSPECTION 3 PERSONEL	\$ 477,440.00
	Buy Board Contract – 650-21	Fee \$ 1,500.00
	TOTAL	\$ 478,940.00

Delivery: The estimated delivery time for the completed apparatus, is to be made 547 days after receipt of order, subject to all causes beyond the Company's control. The quoted delivery time is based upon our receipt of the specified materials required to produce the apparatus in a timely manner. The Company cannot be held responsible for delays due to Acts of God, Labor Strikes, or Changes in Governmental Regulations that result in delayed delivery to our manufacturing facilities of these specified materials.

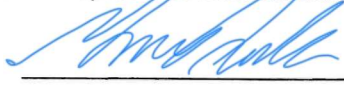
Changes required or requested by the Buyer during the construction process may be cause for an increase in the number of days required to build said apparatus.

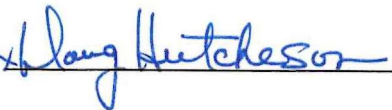
Payment Terms: Final payment for the apparatus shall be made at time of delivery or pick up of the completed vehicle. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to deliver. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon delivery of the apparatus or upon pickup of the apparatus by the Buyer, Buyer agrees to provide all liability and physical damage insurance. It is further agreed that if on delivery and test, any defects should develop, the Company shall be given reasonable time to correct same. Guarantee of the chassis is subject to the guarantee of the chassis manufacturer.

This proposal shall expire unless accepted within 30 days after the date first set above. This expiration date may be extended, in writing, at the discretion of the Company.

BUYER

We accept the above Proposal and enter into contract with signature below.

DEALER REP.  Title VP Date: 1-17-24

CUSTOMER REP.  Title Mayor Pro Tem Date: 11/20/2023



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting
MEETING DATE: February 3, 2025
ITEM TITLE: Announcement concerning Wolfforth Police Chief
STAFF INITIATOR: Randy Criswell, City Manager

BACKGROUND:

I have a special announcement to make regarding the Police Chief position.

EXHIBITS:

None

COUNCIL ACTION/STAFF RECOMMENDATION:

None



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting
MEETING DATE: February 3, 2025
ITEM TITLE: Consider and take appropriate action on report from Fire Chief on completion of full-time implementation
STAFF INITIATOR: Lance Barrett

BACKGROUND:

Wolfforth Fire EMS has completed the full-time implementation of our department. We are fully staffed with 5-8 personnel 24/7 depending on staffing (sick time, vacations etc.) This has been a challenging transition but one that has already proven to be extremely beneficial to our citizens. Every member of our department has worked very hard to ensure the success of this transition. We are committed to the continued success and growth of not only our department and city, but to each member of our department as well.

We have some concrete work that still needs to be completed to become ADA compliant around the Fire Admin offices and the Firehouse.

EXHIBITS:

Agenda item commentary

COUNCIL ACTION/STAFF RECOMMENDATION:

The council is welcome to ask any questions of myself or the members.



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council Meeting
MEETING DATE:	February 3, 2025
ITEM TITLE:	Consider and take appropriate action on increase in contribution rate for Texas Emergency Services Retirement System for eligible first responders
STAFF INITIATOR:	Lance Barrett, Fire Chief

BACKGROUND:

The City of Wolfforth voted to allow Wolfforth Fire EMS to enter the Texas Emergency Services Retirement System in July of 2003. This is a pension system that allows first responders to receive a benefit on behalf of the city for their service to the community. The members must follow the requirements set forth by the pension system and be 55 years of age with a minimum of 15 years of service to the community to be eligible. We entered this pension system with a contribution rate of \$12.00 per person/month. In September of 2006 we increased this contribution rate to \$16.00/person/month. It was increased again in January of 2007 to \$36.00/person/month. This pension system is governed by a local board that meets twice a year to approve the roster of members and ensures that each member meets the requirements set forth for eligibility. All changes to the contribution rate must be approved by the local board before approval by the city council.

With the change of our department structure and operations, our number of eligible members has been reduced significantly. This is because a member cannot be a member of more than one state sponsored pension system for the same duties within the same governing entity. Therefore, members that are in TMRS for firefighting are not allowed to be in TESRS for firefighting.

We currently have budgeted \$14,000.00 for contributions for our current eligible members. We now only have 9 eligible members. The current expense for this is \$3,888.00 annually. Wolfforth Fire EMS would ask the board and council to approve us to have a maximum of 10 eligible members and the contribution rate be increased to \$100.00/man/month. This would be an annual expense of \$12,000.00/year.

EXHIBITS:

City Council Agenda Commentary

COUNCIL ACTION/STAFF RECOMMENDATION:

Wolfforth Fire EMS and the TESRS local board would ask the council to approve the maximum number of eligible member to be set at 10 members at a rate of \$100.00/man/month and to allow the local board chairperson/mayor to sign for this increase in contributions.



AGENDA ITEM COMMENTARY

MEETING NAME: City Council

MEETING DATE: February 3, 2025

ITEM TITLE: Consider and take appropriate action on Resolution 2025-005
 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE BUREAU OF JUSTICE EDWARD BYRNE MEMORIAL JAG GRANT TO THE OFFICE OF THE GOVERNOR; AND PROVIDING AN EFFECTIVE DATE

STAFF INITIATOR: Patrick Austin, Assistant Chief of Police
 Randy Criswell, City Manager

BACKGROUND:

Introduction by Mr. Criswell: Over the past two budget cycles you’ve heard the need for additional police officers for Wolfforth, and you agreed this is a priority. Also over those past two cycles, you made a commitment to the funding of a fully paid Fire/EMS department. Now that the Fire/EMS conversion has been completed, you can place your priority on Police.

Below, Assistant Chief Austin has provided information regarding what is commonly referred to as a “JAG” grant.

Information from Mr. Austin: The Bureau of Justice Assistance will be awarding grant funding through the Edward Byrne Memorial Justice Assistance Grant during fiscal year 2026. The grant funding opportunity may be used by law enforcement agencies to fund a variety of items including specific personnel and equipment. The final day to apply for the grant is February 13, 2025, and the grant funding period will run from October 1, 2025 to September 30, 2026. Our department would like to apply for grant funding to assist in the addition of three officers, as well as equipment and vehicles for those officers.

The salary cost for three officers, two patrol officers and one detective, is \$183,040 and the cost of benefits for those three officers is \$72,644. Our department will request grant funding for the salaries of the officers and the benefits will be budgeted for in the general fund. Our department is currently waiting to receive quotes for equipment, and we have based cost estimates of equipment on past quotes. Our department will request grant funding for \$333,095 to pay for equipment and vehicles. The estimated amount of \$30,268 for remaining equipment will be budgeted for in the general fund. In total, our department will be requesting \$516,135 in grant funding and will be budgeting \$102,912 in the general fund in FY 2026 to facilitate the addition of three officers.

Mr. Criswell: As City Manager, I fully support this application. If we receive and accept the grant, we are obligated to hire the three new officers and to commit funding to pay for their continued employment to Wolfforth in the future, starting in FY 2026. I am confident we can do this.

EXHIBITS:

Resolution 2025-005

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff requests that the council pass Resolution 2025-005 authorizing the police department to apply for the grant funding and to appoint Assistant City Manager Rick Scott as the Grantee's authorized official.

RESOLUTION NO. 2025-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION FOR THE BUREAU OF JUSTICE EDWARD BYRNE MEMORIAL JAG GRANT TO THE OFFICE OF THE GOVERNOR; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, The City of Wolfforth finds it in the best interest of the citizens of Wolfforth, that the Bureau of Justice Edward Byrne Memorial JAG Grant be operated for the 2026 Fiscal Year; and

WHEREAS, The City of Wolfforth agrees to provide applicable matching funds for the said projects as required by the Bureau of Justice Assistance grant application; and

WHEREAS, The City of Wolfforth agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Wolfforth assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Wolfforth designates Rick Scott, Assistant City Manager, as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS THAT THE CITY OF WOLFFORTH APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE BUREAU OF JUSTICE EDWARD BRYNE MEMORIAL JAG GRANT TO THE OFFICE OF THE GOVERNOR:

DULY RESOLVED AND ADOPTED by the City Council of the City of Wolfforth, Texas on this the 3rd day of February 2025.

Charles Addington, II, Mayor

Terri Robinette, City Secretary



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council Meeting
MEETING DATE:	02/03/2025
ITEM TITLE:	Consider and take appropriate action on discussion pertaining to the Tax Increment Reinvestment Zone (TIRZ) including possible boundary changes and board appointments
STAFF INITIATOR:	Randy Criswell – City Manager Danielle Sweat - EDC Director

BACKGROUND:

We'd like to lead some discussion on Wolfforth's TIRZ (Tax Increment Reinvestment Zone). As you know, a Tax Increment Reinvestment Zone (TIRZ) is a strategic tool established by municipalities or counties to stimulate investment in targeted areas. It uses property tax revenue generated within the designated zone to finance redevelopment costs and support growth in areas that might otherwise struggle to attract sufficient market activity. TIRZ agreements are made on a case-by-case basis. Wolfforth's TIRZ was originally created in 2008, then expanded in 2014. A copy of the current TIRZ plan is included for your reference.

Currently, our TIRZ includes certain residential areas (see attached), and notably *excludes* Main Street and portions of US 62/82 frontage, both areas that hold significant potential for revitalization and economic activity. We discussed this with the TIRZ board several months ago, and the board reached a consensus that residential areas should be removed from the zone, and the boundaries should further be amended to include Main Street and the highway frontage. Since the purpose of a TIRZ is to spur development and redevelopment that likely wouldn't occur otherwise, the modifications to the boundaries seem appropriate and reasonable.

Secondly, we want to have a philosophical discussion with you about the makeup of the TIRZ Board. Since the TIRZ was created as an economic development tool, we wanted to introduce the notion of perhaps amending the makeup of the board and creating a more interactive partnership between the TIRZ Board and the EDC Board. ((As a reminder, the TIRZ Board members are Julie Levy (term expires May 2025), Aubrey Brockman, Brandon Tyler, and David Cooper (terms expire in May 2026). There is one vacancy, created when Mr. Corey Layman elected to step down.)) I've consulted with the City Attorney about this concept, and he tells me it's not prohibited. Is this a direction the Council would like to pursue at some point? The benefit is we could get economic development done as a "one stop shop" since going forward it's likely that most of our large economic development projects will include both a TIRZ component and an EDC component.

If Council has an interest in this concept, staff can begin working in that direction. In the meantime, we need to fill the vacancy on the TIRZ Board. Staff will attempt to be prepared with suggestions at the time of the meeting.

EXHIBITS:

2014 TIRZ Project and Financing Plan

COUNCIL ACTION/STAFF RECOMMENDATION:

Appoint someone to fill the vacancy on the TIRZ Board.



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council Meeting
MEETING DATE:	February 3, 2025
ITEM TITLE:	Consider and take appropriate action on appointments to Zoning Board of Adjustment.
STAFF INITIATOR:	Tara Tomlinson, Director of Development Services

BACKGROUND:

Recently, Code Enforcement officers have been addressing two substandard structure cases, which will eventually require hearings before the Zoning Board of Adjustment (BOA). Recognizing this upcoming step, I have reached out to individuals previously appointed to the BOA to schedule these hearings. However, it's important to note that the BOA has not convened in over 18 months, as there has been no need for their services. In the past, it has been typical for the board to meet infrequently, with over a year often passing between cases. Of the five members, one confirmed their availability to attend, one is no longer able to participate, and a third is undergoing a medical procedure. Two members have not responded. In order to hold a hearing, at least 75% of the members must be present. Members cannot be elected officials.

Typically, the Board of Adjustment consists of five members, and alternates can be appointed. We've thought about seeing if members of our P & Z would like to serve, and we may have another name or two for your consideration. At the time of the preparation of this item, we are soliciting applications and if any are received, we will have them for your review at the meeting.

EXHIBITS:

COUNCIL ACTION/STAFF RECOMMENDATION:

Consider four (4) appointments to the Zoning Board of Adjustment



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting
MEETING DATE: February 3, 2025
ITEM TITLE: Consider and take appropriate action on presentation and recommendation regarding solid waste proposals
STAFF INITIATOR: Randy Criswell, City Manager

BACKGROUND:

We've prepared a presentation for you to go over a summary of the RFPs received for solid waste services. We received three proposals: Caprock Waste (division of Waste Connections), Republic Waste Services, and South Plains Waste. As you will recall, the RFP was over 60 pages long, so in the essence of time we won't be going through each proposal, but they have been provided to you with a separate link that was included with your packet email.

EXHIBITS:

Summary sheets (three total sheets)

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends that Council direct the City Manager to negotiate and execute a contract with South Plains Waste.

Solid Waste Proposal Analysis	Caprock	South Plains	Republic	Current Rate
Cart (one) per month	\$16.80	\$22.50	\$30.87	\$32.16
Cart (two) per month	\$27.72	\$31.50	\$42.52	\$45.03
Dumpster (residential) per month	\$43.75	\$21.50	\$30.87	\$22.49
Charge for customer-damaged cart	\$100.00	\$76.50	\$60.00	
Unusual accumulation rate per hour	Not provided	\$141.50	Not provided, use rollofs at dropoff site	
Disposal fee per yard collected	Not provided	\$11.50	\$44.67	
Special Event dumpsters	6 containers min, \$550.00	\$101.5 per dumpster	\$178.00 per dumpster	
Customer communication capability?	No	No	Yes	
Agree to Liquidated Damages?	No	Yes	Conditionally	
# Trucks for residential dumpsters	Two trucks, 5 days per week	Two trucks, 5 days per week	Two trucks, M-T-Th-F	
# trucks for residential carts	One truck, 20 hours/week	One truck, one day/week	One truck, one day/week	
# trucks for commercial	One - 2 days per week	One Front-load, daily	1 - 5 days per week	
Days of collection for commercial	Mon/Th	5 days per week	5 days per week	
Hours of collection residential	4 am to 230 pm preferred	7 am to 4 pm	7 am to 7 pm	
Hours of collection commercial	2 am to 1230 pm	4 am to noon	4 am to 7 pm (4 am to 2 pm Sat if needed)	
Bulky	City drop-off site	City drop-off site	City drop-off site	
HHW collection possible	No	No	Yes	
Annual increase in contract?	Yes	CPI	5%	
Annual cleanup days	Not mentioned	Yes will provide containers	8 rollofs 2x year (no charge)	
Other rollofs	Not mentioned	Yes will provide as needed	3 - 30 cy containers (no charge)	
Returned RFP in full with initials?	Yes	Yes	Yes	
\$50k Bid Bond?	Yes	Yes	Yes	
Tracking System?	Yes	Yes	Yes	
Holidays	New Years, Memorial Day, July 4 Christmas (Will run Sat to catch up if	New Years, July 4, Thanksgiving, Christmas	New Years, Memorial, July 4, Labor Day Thanksgiving Day, Christmas eve and day	
Landfills to be used	Lubbock	Lubbock, Plainview, Olton	Lubbock, Levelland, Tahoka, Meadow (2026)	
Take complaints	Yes	Yes	Yes	
Other city customers	Spur, Ransom Canyon	Muleshoe, Shallowater	Staton, Levelland, others	

Commercial Rate Comparison

South Plains Waste							
	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$31.50	\$41.50	\$56.50	\$71.50	\$86.50	\$101.50	\$16.50
2 cy							
3cy	\$51.50	\$66.50	\$81.50	\$86.50	\$111.50	\$126.50	\$26.50
4cy	\$71.50	\$86.50	\$101.50	\$116.50	\$131.50	\$146.50	\$36.50
6cy	\$151.50	\$201.50	\$251.50	\$301.50	\$351.50	\$401.50	\$76.50
8cy	\$201.50	\$301.50	\$401.50	\$501.50	\$601.50	\$701.50	\$101.50
Republic Waste							
	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$41.51	\$62.29					\$30.50
2 cy							
3cy	\$51.92	\$77.88	\$100.23				\$30.50
4cy	\$59.81	\$89.88	\$115.68				\$30.50
6cy	\$97.76	\$195.52	\$293.29	\$391.01	\$488.79		\$30.50
8cy	\$130.04	\$260.12	\$386.29	\$515.00	\$643.79		\$30.50
Caprock Waste							
	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$80.00	\$108.00	\$150.00	\$200.00	\$250.00	\$300.00	\$50.00
2 cy	\$90.00	\$150.00	\$200.00	\$250.00	\$300.00	\$350.00	\$65.00
3cy	\$100.00	\$175.00	\$250.00	\$300.00	\$350.00	\$400.00	\$75.00
4cy	\$110.00	\$185.00	\$265.00	\$350.00	\$400.00	\$450.00	\$95.00
6cy	\$125.00	\$200.00	\$275.00	\$400.00	\$495.00	\$500.00	\$105.00
8cy	\$140.00	\$240.00	\$355.00	\$475.00	\$525.00	\$575.00	\$125.00

Republic - Commercial Rates

	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$41.51	\$62.29					\$30.50
2 cy							
3cy	\$51.92	\$77.88	\$100.23				\$30.50
4cy	\$59.81	\$89.88	\$115.68				\$30.50
6cy	\$97.76	\$195.52	\$293.29	\$391.01	\$488.79		\$30.50
8cy	\$130.04	\$260.12	\$386.29	\$515.00	\$643.79		\$30.50

Casters \$87.50 one-time fee
 Lock bars \$87.50 one-time fee - customer to supply lock
 Enclosure fee - zero

Roll-offs

Size	Delivery	Daily fee	Haul rate	Disposal per ton
20	\$100.00	\$2.00	\$262.64	\$44.67
30	\$100.00	\$2.00	\$262.64	\$44.67
40	\$100.00	\$2.00	\$262.64	\$44.67

Roll-off - Compactor

Sizes 30, 34, 35, 40, and 42
 Haul Rate - Open market rate
 Disposal per ton \$44.67

Roll-off Permanent for City

Sizes 20, 30, 40
 Haul rate \$262.64
 Disposal \$44.67/ton

South Plains - Commercial Rates

	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$31.50	\$41.50	\$56.50	\$71.50	\$86.50	\$101.50	\$16.50
2 cy							
3cy	\$51.50	\$66.50	\$81.50	\$86.50	\$111.50	\$126.50	\$26.50
4cy	\$71.50	\$86.50	\$101.50	\$116.50	\$131.50	\$146.50	\$36.50
6cy	\$151.50	\$201.50	\$251.50	\$301.50	\$351.50	\$401.50	\$76.50
8cy	\$201.50	\$301.50	\$401.50	\$501.50	\$601.50	\$701.50	\$101.50

Casters \$6.50/month
 Locks \$2.50/collection
 Enclosures \$3.50/collection/container

Roll-offs

Size	Delivery	Daily fee	Haul rate	Disposal per ton
20				
30	\$150.00	\$3.00	\$300.00	\$40.00
40	\$150.00	\$3.00	\$300.00	\$40.00

Roll-off Compactor

Sizes 30, 34, 35, 40, 42
 Haul rate \$325.00
 Disposal \$40.00/ton

Roll-off Permanent for City

20 yard not provided
 Sizes 30, 40 yard
 Haul rate \$300.00
 Disposal \$40.00/ton

Caprock Waste - Commercial Rates

	1x wk	2x wk	3x wk	4x wk	5x wk	6x wk	Extra
1.5 cy	\$80.00	\$108.00	\$150.00	\$200.00	\$250.00	\$300.00	\$50.00
2 cy	\$90.00	\$150.00	\$200.00	\$250.00	\$300.00	\$350.00	\$65.00
3cy	\$100.00	\$175.00	\$250.00	\$300.00	\$350.00	\$400.00	\$75.00
4cy	\$110.00	\$185.00	\$265.00	\$350.00	\$400.00	\$450.00	\$95.00
6cy	\$125.00	\$200.00	\$275.00	\$400.00	\$495.00	\$500.00	\$105.00
8cy	\$140.00	\$240.00	\$355.00	\$475.00	\$525.00	\$575.00	\$125.00

Casters \$25.00/month
 Locks \$15.00/month
 Enclosures \$10.00/month

Roll-offs

Size	Delivery	Daily fee	Haul rate	Disposal per ton
20	\$150.00	\$3.00	\$325.00	\$57.00
30	\$165.00	\$3.50	\$350.00	\$57.00
40	\$180.00	\$4.00	\$375.00	\$57.00

Roll-off Compactor

Size	Haul rate	Disposal
30 cy	\$375.00	\$57/ton
34 cy	\$400.00	\$57/ton
35 cy	\$400.00	\$57/ton
40 cy	\$425.00	\$57/ton
42 cy	\$425.00	\$57/ton

Roll-off Permanent for City

Size	Haul rate	Disposal
20	\$275.00	\$52/ton
30	\$300.00	\$52/ton
40	\$325.00	\$52/ton



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting

MEETING DATE: February 3, 2025

ITEM TITLE: Consider and take appropriate action on Resolution No. 2025-006
 A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, AWARDING A SOLID WASTE COLLECTION SERVICES CONTRACT TO SOUTH PLAINS WASTE SERVICE, LLC AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE ALL AGREEMENTS NECESSARY TO IMPLEMENT THE CONTRACT.

STAFF INITIATOR: Randy Criswell, City Manager

BACKGROUND:

A resolution has been prepared to approve a contract with South Plains Waste for solid waste services.

EXHIBITS:

Resolution

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2025-006

RESOLUTION 2025-006

A RESOLUTION OF THE CITY OF WOLFFORTH, TEXAS, AWARDED A SOLID WASTE COLLECTION SERVICES CONTRACT TO SOUTH PLAINS WASTE SERVICE, LLC AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE ALL AGREEMENTS NECESSARY TO IMPLEMENT THE CONTRACT.

WHEREAS, the City is required by Chapter 252 of the Texas Local Government Code to solicit sealed proposals for any expenditure of more than \$50,000 from one or more municipal funds, and

WHEREAS, the City has solicited applications from sanitation service companies to provide the City’s solid waste collection service, and

WHEREAS, the City has determined that South Plains Waste Service, LLC has provided the most advantageous terms to the City,

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

Section 1. The City Council hereby awards the City’s solid waste collection services contract to South Plains Waste Service, LLC for an initial five-year term effective May 1, 2025.

Section 2. The City Manager, or designee, is hereby authorized to execute all necessary agreements to establish the depository relationship.

Section 3. If any section, paragraph, sentence, clause, phrase or word of this Resolution or the application thereof to any person or circumstance is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portions of this Resolution, and the City Council hereby declares that it would have passed such portions remaining despite invalidity or unconstitutionality.

Section 4. That this resolution, and the removal and appointment herein, shall take effective immediately from and after the date of its passage.

DULY PASSED by the City of Wolfforth, Texas, on **the 3rd day of February 2025**

CITY OF WOLFFORTH, TEXAS

Charles Addington, II, Mayor

ATTEST:

DRAFT



AGENDA ITEM COMMENTARY

MEETING NAME:

City Council

MEETING DATE:

February 3, 2025

ITEM TITLE:

Consider and take appropriate action on Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 UTILITIES ARTICLE 13.05 WATER AND SEWER DIVISION 1 DEPOSITS AND ARTICLE 13.09 WATER ACCOUNTS AND BILLING; SETTING UTILITY DEPOSIT AMOUNTS; ESTABLISHING THE OWNER OF A PREMISES AS THE RESPONSIBLE PARTY; PROVIDING OF THE REPEAL OF ORDINANCES IN CONFLICT HEREIN; AND PROVIDING AN EFFECTIVE DATE.

STAFF INITIATOR:

Terri Robinette, City Secretary

BACKGROUND:

Currently in our Utility Ordinance, we do not have any way to ensure that customers are not “property-hopping” or in other words, leave a balance due on their account at one location, and then move to another location. We have seen several Landlord accounts which have high balances due on inactive addresses, yet our current ordinance gives us no way to collect these past due balances before connecting service at a new property. The attached Ordinance was drafted by the City Attorney to fix this loophole. Any application for new service will trigger a check on the applicants name. If that applicant has a past due balance on an old, inactive account, this new Ordinance will give us the authority to collect that balance due or deny services until that balance is paid. Although we already turn inactive account balances over to a collections agency, Staff feels like this Ordinance will give us another tool to collect on bad debt.

EXHIBITS:

Ordinance

COUNCIL ACTION/STAFF RECOMMENDATION:

Approve Ordinance

(unapproved draft)

ORDINANCE 2025-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOLFFORTH, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 13 UTILITIES ARTICLE 13.05 WATER AND SEWER DIVISION 1 DEPOSITS AND ARTICLE 13.09 WATER ACCOUNTS AND BILLING; SETTING UTILITY DEPOSIT AMOUNTS; ESTABLISHING THE OWNER OF A PREMISES AS THE RESPONSIBLE PARTY; PROVIDING OF THE REPEAL OF ORDINANCES IN CONFLICT HEREIN; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as the City of Wolfforth grows, there are more rental properties within the City; and

WHEREAS, to aid in the consistent collection of charges for water service, the City Council finds that is in the best interest of the City to charge for water service against each premises for which water service was and is installed and against the owner of such premises.

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

Part 1. Enacted.

THAT Chapter 13 of the Code of Ordinances of the City of Wolfforth is hereby amended by amending Article 13.05, Division 1 Deposits and Article 13.09 Water Accounts and Billing, which amended and added sections shall read as follows:

Chapter 13 Utilities

Article 13.05 WATER AND SEWER

Division 1 – Deposits

§ 13.05.001 Water deposit amount.

Any person, firm, or corporation, desiring to have a premises connected with the water supply of the city shall deposit with the city an amount as set forth in the fee schedule in appendix [A](#) of this code. Such deposit shall bear no interest and shall be refunded to the depositor when the use of city water shall be disconnected, and the depositor shall have paid all bills and accounts due unto the city for any account whatsoever connected with the water service, and the depositor shall forthwith return the receipt issued to him by the city. If the receipt is lost, the depositor must give security to the city or furnish satisfactory evidence of the depositor's right to receive the deposit. The deposit is required and made in the nature of a guarantee for a payment of water service accounts, and for damages to service connections or meters caused through neglect, abuse, or failure to properly care for the same by the consumer or his agents, and the deposit or any part thereof may be applied by the city to the payment of any such account when it becomes due. The deposit shall not be made nor accepted in the nature of prepayment, but only as a guarantee for the

payment of water service. Failure to pay the water bill when due by the consumer is to be considered as notice from the consumer to discontinue service and authority to the city to apply so much of the deposit as it is necessary for the payment of the then past-due account. In the event any deposit or a part thereof shall have been applied in payment of a past-due or delinquent account, no service may be reestablished until the deposit shall have been replaced to the full amount required by this article

§ 13.05.004 **Repealed**

Article 13.09 WATER ACCOUNTS AND BILLING

§ 13.09.008 **Reasons for termination of service.**

The City shall have the right to disconnect or refuse to connect or reconnect any water and/or wastewater service connection for the following reasons:

- (a) Failure of the water or wastewater service customer to meet the applicable provisions of law;
- (b) Violation by water or wastewater service customer of the rules and regulations pertaining to such service;
- (c) Nonpayment of bills by water or wastewater service customer;
- (d) Payment of a water or wastewater bill or security deposit with a check or draft which is not honored by the drawee;
- (e) Willful and negligent waste of water due to leaks during an established emergency;
- (f) Molesting any meter, seal, or other equipment controlling or regulating the supply of water or wastewater service;
- (g) Theft or diversion and/or use of water or wastewater without payment therefor;
- (h) Vacancy of premises;
- (i) Selling, delivering, or furnishing water without written permission from the City water department, either on or off the consumer's premises; or
- (j) Existence of a known dangerous condition for as long as the condition exists, in which case service may be terminated without notice.

Part 2. Severability.

If any section, sub-section, clause, phrase, or portion of this Ordinance shall be held unconstitutional or invalid by a court of competent jurisdiction, such section, sub-section, sentence, clause, phrase, or portion shall be deemed to be a separate, distinct, and independent provision and such invalidity shall not affect the validity of the remaining portions.

Part 3. Repeal.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict.

Part 4. Open Meetings.

That it is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

Part 5. Effective Date.

This Ordinance shall be in full force and effect from and after the date of its passage.

PASSED AND APPROVED this 3rd day of February 2025.

Charles Addington, II, Mayor

ATTEST:

Terri Robinette, City Secretary



AGENDA ITEM COMMENTARY

MEETING NAME:	City Council Meeting
MEETING DATE:	February 3, 2025
ITEM TITLE:	Consider and take appropriate action on committee recommendation for elevated storage tank graphics.
STAFF INITIATOR:	Randy Criswell, City Manager

BACKGROUND:

In our January monthly progress meeting with Landmark Tank Builders, we presented the selection for the tank graphics that had been approved in December. Concern was expressed that the selection was going to be too long (over 25% of the tank circumference), and too small (the design we submitted included the “W” at 7’ high and the rest of the letters as about 4’ high.

As a result of that conversation, I asked Tara to draft up a couple of other concepts and reconvene the committee to discuss. She did, and we met with the committee the week of January 20 to look at some other designs. Upon reconsideration of the concerns previously expressed, the committee voted to recommend a different graphic. The committee’s recommendation is included on the attached rendering. If the Council agrees, we will forward this to the tank contractor. They have informed us they need a final decision by the middle of February.

EXHIBITS:

Rendering

COUNCIL ACTION/STAFF RECOMMENDATION:

The Elevated Tank graphic committee recommends approval of the tank graphic as presented.

