
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a Special Meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Wednesday, May 24, 2023 at 6:30 PM.

All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained. Smoking is not allowed anywhere on the property of City Hall.

The public may watch this meeting live at the following link:

<https://zoom.us/j/91901227351?pwd=NjRYTFZDeDRNaHdDR1ZwNEtBd0NqQT09>

Meeting ID: 919 0122 7351; **Passcode:** 432154

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

It is anticipated that members of other City Boards, Commissions, Panels and/or Committees may attend the meeting in numbers that may constitute a quorum of the other City Boards, Commissions, Panels and/or Committees. Notice is hereby given that this meeting, to the extent required by law, is also noticed as a meeting of the other City Boards, Commissions, Panels and/or Committees of the City, whose members may be in attendance. The members of the City Boards, Commissions, Panels and/or Committees may participate in discussions on the items listed on this agenda, which occur at this meeting, but no action will be taken by those in attendance unless such action item is specifically listed on an agenda during a regular or special meeting for the respective Board, Commission, Panel and/or Committee subject to the Texas Open Meetings Act.

The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Governing Body in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Governing Body's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific, factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda upon which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for **three (3) minutes** per person and shall be allowed more time at the Mayor or Chair's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names individuals present in the audience who wish to yield their three(3) minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Submit written comments by email to woodcreek@woodcreektx.gov by **NOON**, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number. Written comments will be part of the official written record only.

AGENDA

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Planning and Zoning Committee Liaison.

Report by Ordinance Review Committee Liaison.

Report by Parks and Recreation Board Liaison.

Report by Platinum Roads Panel Liaison.

Report by Tree Board Liaison.

Report by City Manager.

Report by City Secretary.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES

Ad Hoc Workgroup, Chapters 154-157 (Development Workgroup)

SPECIAL ORDERS

1. Approval of Financial Statements for March 2023. *(Rule)*

NEW BUSINESS

2. Presentation and Discussion on Plan of Finance by Stifel, with Guest Speaker Brad Angst. *(Rule)*
3. Consider and Possible Action to Adopt A Resolution Authorizing Various Actions to Prepare For The Issuance of the City of Woodcreek, Texas General Obligation Bonds, Series 2023; and Containing Other Matters Related Thereto. *(Rule)*
4. Consider Adoption of A Resolution Authorizing and Providing For the Defeasance and Redemption of the Outstanding City of Woodcreek, Texas Tax Notes, Series 2017; Directing the Redemption of Such Notes; and Containing Other Matters Related Thereto. *(Rule)*

NEW BUSINESS (Cont'd.)

5. Discuss and Take Appropriate Action on Setting a Public Hearing in June, 2023. (*Grummert*)

6. Discuss and Take Action on A Resolution to Create A Calendar Designating Specific Weeks for the Authorized Timely Submission of Certain Applications Related to Land Development and Construction. (*Hines*)

7. Discuss and Take Appropriate Action on the City of Woodcreek's Emergency Management Plan. (*Rule*)

8. Discuss and Take Appropriate Action To Update Council's Preferred Communication Policies and Procedures With City Staff, Officers and Consultants. (*Rule*)

9. Discussion and Possible Action on Traffic, Traffic Enforcement, and Possible Additional Measures. (*Pulley*)

10. Executive Session for Discussion of Personnel Matters, Under LGC 551.074. (*Rasco*)

ANNOUNCEMENTS

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **19th day of May, 2023 at 12:30PM**

By: 
Suzanne J. MacKenzie, City Secretary

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Approval of Financial Statements for March 2023

AGENDA ITEM SUMMARY:

Financials for March 2023 and Quarterly Report for January through March 2023

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Kevin Rule

AGENDA TYPE:

New Business

COMPLETION TIME:

5/4/2023 1:44:01 PM

CITY OF WOODCREEK, TEXAS
Quarterly Inventory Report
 As of 03/31/23

Purchase Date	Security	Coupon or Avg Rate	Maturity Date	Par	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Period Earnings
Bank Checking Accounts										
01/01/23	TX Regional Bank 061 Operating	4.37%	04/01/23	n/a	1	730,220.72	730,220.72	305,907.15	305,907.15	9,381.07
01/01/23	TX Regional Bank 819 Payroll	0.00%	04/01/23			10,000.00	10,000.00	10,000.00	10,000.00	0.00
	Subtotal Bank Accounts					740,220.72	740,220.72	315,907.15	315,907.15	9,381.07
	Bank CD									
	Subtotal CDs					0.00	0.00	0.00	0.00	0.00
Investments										
01/01/23	Texas Class	4.73%	04/01/23	n/a	1	485,913.92	485,913.92	1,612,892.64	1,612,892.64	10,469.45
01/01/23	TX Regional Bank 053 Reserves	4.16%	04/01/23	n/a	1	397,436.72	397,436.72	0.00	0.00	1,450.61
01/01/23	TX Regional Bank 095 Construction	4.15%	04/01/23	n/a	1	148.27	148.27	0.00	0.00	0.54
	TOTALS					1,623,719.63	1,623,719.63	1,928,799.79	1,928,799.79	21,301.67

Average Weighted Maturity	1 days
Weighted Average Interest Rate, All Funds	4.40%

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the City's Investment Policy.



Kevin Rule, City Manager

**GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES**

				3/31/2022	
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE	\$ 1,373,668	\$ 1,415,051	\$ 1,148,153	1,148,153	
Revenues					
Ad Valorem Taxes	337,235	357,479	364,500	345,421	94.77%
Sales Taxes	95,923	89,871	81,200	47,081	57.98%
Franchise Fees	186,706	193,311	175,660	127,201	72.41%
Reimbursements	11,285	2,061	10,500	-	0.00%
Development Revenue	77,068	26,731	25,700	36,556	142.24%
Permits	1,630	2,013	1,600	1,477	92.31%
Other	31,016	22,608	14,000	40,702	290.73%
Total Revenues	740,863	694,074	673,160	598,438	88.90%
Other Funding Sources					
Fund Balance	-	288,485	236,950	-	0.00%
Total Other Funding Sources	-	288,485	236,950	-	0.00%
TOTAL RESOURCES	\$ 740,863	\$ 982,559	\$ 910,110	\$ 598,438	65.75%
Expenditures					
Personnel Services	233,781	245,621	208,600	94,631	45.36%
Office Expenses	40,399	36,865	39,300	27,848	70.86%
Professional Services	192,947	184,736	173,157	71,477	41.28%
Area Care & Maintenance	42,344	42,587	98,453	14,648	14.88%
Other Operating Expenses	26,356	30,864	28,800	16,245	56.41%
Utility Expenses	10,895	11,644	11,050	5,076	45.94%
Municipal Court	5,111	-	6,750	100	1.48%
Other	147,649	408,656	50,000	219,227	438.45%
Total Expenditures	699,481	960,972	616,110	449,253	72.92%
Other Financing Uses					
Transfer to Capital	-	-	294,000	-	0.00%
Total Other Financing Uses	-	-	294,000	-	0.00%
TOTAL EXPENDITURES	\$ 699,481	\$ 960,972	\$ 910,110	\$ 449,253	49.36%
ENDING FUND BALANCE	\$ 1,415,051	\$ 1,148,153	\$ 911,203	\$ 1,297,339	

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

				3/31/2022	
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
Ad Valorem Taxes					
Current	334,890	354,040	360,000	343,822	95.51%
Delinquent	2,345	3,439	4,500	1,599	35.52%
Penalty and Interest	-	-	-	-	
Total Ad Valorem Taxes	337,235	357,479	364,500	345,421	94.77%
Sales Taxes					
Sales Tax	94,412	88,478	80,000	46,523	58.15%
Mixed Beverage Tax	1,511	1,393	1,200	558	46.54%
Total Sales Taxes	95,923	89,871	81,200	47,081	57.98%
Franchise Fees					
Electric Franchise Fees	31,404	31,877	31,000	18,837	60.76%
Cable Franchise Fees	33,260	34,779	30,000	8,517	28.39%
Water Franchise Fees	99,351	100,581	90,000	85,356	94.84%
Solid Waste Franchise Fees	22,004	25,418	24,000	14,421	60.09%
Telephone Franchise Fees	186	157	160	71	44.44%
Golf Course Franchise Fees	500	500	500	-	0.00%
Total Franchise Fees	186,706	193,311	175,660	127,201	72.41%
Reimbursements					
Engineering	11,285	2,061	8,000	-	0.00%
Legal	-	-	2,500	-	0.00%
Admin	-	-	-	-	0.00%
Total Reimbursements	11,285	2,061	10,500	-	0.00%
Development Revenue					
New Home Permits - Residential	23,000	7,000	6,000	1,000	16.67%
Other Permit - Residential	14,129	8,198	7,000	3,293	47.04%
Inspections -Residential	22,214	8,299	7,000	6,251	89.30%
Commercial	3,250	3,234	500	-	0.00%
Other	725	-	200	50	25.00%
Subdivisions/Plats/Replats	13,750	-	5,000	25,962	519.24%
Total Development Revenue	77,068	26,731	25,700	36,556	142.24%
Permits					
Liquor License	1,310	1,388	1,250	-	0.00%
Sign Permits	320	625	350	155	44.29%
Other Permits	-	-	-	1,322	0.00%
Total Permit Fees	1,630	2,013	1,600	1,477	92.31%

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

				3/31/2022	
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
Other					
Interest Income	1,259	9,339	2,500	34,813	1392.54%
Miscellaneous	9,581	12,369	10,000	5,889	58.89%
Municipal Court Revenue	2,293	901	1,500	-	0.00%
TDEM DR - 4485	12,883	-	-	-	0.00%
Donations	5,000	-	-	-	0.00%
Total Other	31,016	22,608	14,000	40,702	290.73%
TOTAL REVENUES	\$ 740,863	\$ 694,074	\$ 673,160	\$ 598,438	88.90%

**GENERAL FUND
EXPENSES**

				3/31/2022	
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
PERSONNEL SERVICES					
5000.01 Salaries	184,271	196,403	170,000	70,220	41.31%
5000.04 Overtime	-	-	-	5,702	0.00%
5000.02 Group Insurance	8,615	6,958	6,000	2,513	41.88%
5000.40 Retirement Plan	19,409	21,562	18,100	8,139	44.97%
5000.23 Worker Compensation	-	539	-	-	0.00%
5000.22 Unemployment Insurance	601	918	1,100	29	2.60%
5000.21 Social Security	14,885	14,591	13,400	6,144	45.85%
5000.03 Car Allowance	6,000	4,650	-	1,885	0.00%
Total Personnel Services	233,781	245,621	208,600	94,631	45.36%
OFFICE EXPENSES					
5500.10 City Hall Maintenance/Repair	4,040	2,545	2,000	2,550	127.52%
5500.20 Cleaning	1,500	1,575	1,800	1,047	58.14%
5500.30 IT Expenses	10,668	10,421	10,000	2,273	22.73%
5500.50 Office Supplies	3,561	6,154	4,500	2,612	58.05%
5500.55 Office Equipment	-	-	-	248	0.00%
5500.60 Postage	2,025	2,312	3,000	2,215	73.82%
5500.61 Printing	4,183	4,091	4,500	723	16.07%
5500.62 Advertising	1,560	396	1,500	103	6.89%
5500.80 Software/Subscriptions	12,861	9,370	12,000	16,077	133.98%
Total Supplies	40,399	36,865	39,300	27,848	70.86%
PROFESSIONAL SERVICES					
6000.01 Audit Expense	9,896	11,990	12,000	-	0.00%
6000.10 Codification	3,239	2,831	2,750	-	0.00%
6000.11 Contract Labor	6,105	-	-	2,857	0.00%
6000.15 Engineering	12,611	11,967	20,000	19,337	96.68%
6000.16 Engineering Mapping	-	-	3,000	-	0.00%
6000.17 Engineering Reimbursable	5,946	9,905	8,000	3,138	39.22%
6000.21 Legal - General	23,985	26,370	20,000	15,395	76.97%
6000.22 Legal - Reimbursable	2,980	3,380	2,500	2,500	100.00%
6000.23 Legal - Litigation	46,368	7,520	5,000	-	0.00%
6000.25 Legal - Special Cases	7,778	38,288	30,000	3,295	10.98%
6000.26 Legal - Elected Body	-	10,270	5,000	1,875	37.50%
6000.30 IT Services	13,804	13,262	15,500	2,227	14.37%
6000.40 Accounting	13,383	16,160	25,000	12,198	48.79%
6000.50 Law Enforcement	15,913	16,809	12,500	4,978	39.82%
7000.01 AD Valorem Tax	3,824	4,100	4,407	1,864	42.30%
7000.02 Building Inspections	27,114	11,110	7,000	1,815	25.93%
7000.03 Code Compliance	-	774	500	-	0.00%
Total Contractual Services	192,947	184,736	173,157	71,477	41.28%

**GENERAL FUND
EXPENSES**

				3/31/2022	
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
AREA CARE & MAINTENANCE					
6500.01 Deer Removal	825	1,650	1,750	975	55.71%
6500.15 Mowing	575	2,625	2,750	2,700	98.18%
6500.20 Oak Wilt Containment	-	3,085	15,000	-	0.00%
6500.21 Greenspace Maintenance	3,342	-	6,000	2,391	39.84%
6500.22 Landscape Maintenance	6,000	9,170	9,000	2,375	26.39%
6500.23 Contract Services	703	-	-	470	0.00%
6500.24 Parks & Playground Maintenance	-	-	13,453	-	0.00%
6500.25 ROW Tree Trimming	15,150	945	11,000	-	0.00%
6500.26 Holiday Decorations	1,693	262	500	650	130.00%
6500.30 Street Maintenance	10,791	16,361	30,000	3,838	12.79%
6500.31 Street Signs	1,726	5,496	6,000	119	1.98%
6500.50 Equipment Maintenance	196	2,373	2,000	362	18.08%
6500.60 Water Quality Testing - CCWPP	1,344	620	1,000	769	76.90%
Total Area Care/Maintenance	42,344	42,587	98,453	14,648	14.88%
OTHER OPERATING EXPENSES					
7000.04 Dues/Memberships	2,436	2,411	1,750	415	23.74%
7000.05 Election Expense	2,124	1,065	2,750	-	0.00%
7000.06 TML Dues	591	591	600	632	105.33%
7000.15 Meeting Expense	4,458	6,768	3,000	907	30.24%
7000.20 Public Notices	1,690	1,195	1,200	4,747	395.58%
7000.30 Travel/Vehicle Expense	1,253	4,743	2,000	102	5.12%
7000.31 Elected Official Travel	-	667	500	-	0.00%
7000.41 Training/Development - Elected Body	3,915	1,795	2,500	838	33.54%
7000.42 Training/Development - Staff	3,272	2,729	4,000	1,308	32.69%
7000.43 Training/Development - Boards	-	-	-	133	0.00%
7000.50 Community Relations	3,204	4,846	7,000	2,069	29.56%
7600.01 Insurance Risk Pool	3,413	4,053	3,500	5,093	145.52%
Total Other Operating Expenses	26,356	30,864	28,800	16,245	56.41%
UTILITY EXPENSES					
7500.11 Electric - City Hall	1,809	1,972	2,100	677	32.23%
7500.12 Water - City Hall	1,431	1,427	1,500	718	47.89%
7500.21 Electric - Outdoor	1,281	1,318	1,350	589	43.60%
7500.22 Water - Outdoor	1,620	1,615	1,600	783	48.91%
7500.30 Internet/Phone	4,753	5,312	4,500	2,310	51.33%
Total Utility Expenses	10,895	11,644	11,050	5,076	45.94%

**GENERAL FUND
EXPENSES**

	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	3/31/2022	
				YTD 2022-2023	% of BUDGET
MUNICIPAL COURT					
8020.20 Judge	3,600	-	4,800	-	0.00%
8020.00 Misc. Court Cost	150	-	150	100	66.67%
8020.30 Prosecutor	880	-	1,500	-	0.00%
8020.40 State Comptroller Costs	481	-	300	-	0.00%
Total Utility Expenses	5,111	-	6,750	100	1.48%
OTHER					
8900.20 Contingency Reserve	-	-	50,000	-	0.00%
8900.25 2023 Ice Storm	-	-	-	187,975	
8900.30 Comprehensive Plan	50,200	20,740	-	31,252	0.00%
9015.00 Bond Issuanace	-	-	-	-	0.00%
9800.12 Woodcreek Dr Street Project	97,449	387,916	-	-	
Other Expenses	147,649	408,656	50,000	219,227	438.45%
TOTAL EXPENSES	\$ 699,481	\$ 960,972	\$ 616,110	\$ 449,253	72.92%

**RESERVE FUND
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$168,375	\$168,375	
Revenues					
General Fund Transfers	-	-	-	-	0%
Interest	-	-	-	-	0%
Total Revenue	-	-	-	-	0%
Other Funding Sources					
Other	-	-	-	-	0%
Total Other Funding Sources	-	-	-	-	0%
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ -	0%
Expenditures					
Transfer Out to General Fund	-	-	-	-	0%
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	0%
Total Other Financing Uses	-	-	-	-	0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ 168,375	\$ 168,375	\$ 168,375	0%

**DEBT SERVICE
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE	\$25,048	\$33,146	\$32,636	\$32,636	
Revenues					
Ad Valorem Taxes	215,651	216,085	224,793	206,010	91.64%
Total Revenue	215,651	216,085	224,793	206,010	91.64%
Other Funding Sources					
Transfers in from Other Funds	-	-	-	-	0.00%
Fund Balance	-	510	400	-	0.00%
Total Other Funding Sources	-	510	400	-	0.00%
TOTAL RESOURCES	\$ 215,651	\$ 216,595	\$ 225,193	\$ 206,010	91.48%
Expenditures					
Principal	195,000	207,000	219,000	219,000	0.00%
Interest	12,153	9,195	5,793	3,811	0.00%
Fees	400	400	400	-	0.00%
Total Expenditures	207,553	216,595	225,193	222,811	0.00%
Other Financing Uses					
Bond Refunding	-	-	-	-	0.00%
Total Other Financing Uses	-	-	-	-	0.00%
TOTAL EXPENDITURES	\$ 207,553	\$ 216,595	\$ 225,193	\$ 222,811	0.00%
ENDING FUND BALANCE	\$ 33,146	\$ 32,636	\$ 32,236	\$ 15,835	0.00%

ARP FUNDS
SUMMARY OF REVENUES AND EXPENSES

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE	\$0	\$0	\$425,621	\$425,621	
Revenues					
ARP Funds	-	425,621	-		0.00%
Total Revenue	-	425,621	-	-	0.00%
Other Funding Sources					
Other Funding Sources	-	-	-	-	0.00%
Total Other Funding Sources	-	-	-	-	0.00%
TOTAL RESOURCES	\$ -	\$ 425,621	\$ -	\$ -	0.00%
Expenditures					
ARP Expenses	-	-	-	-	0.00%
Total Expenditures	-	-	-	-	0.00%
Other Financing Uses					
Transfer to Capital	-	-	425,621	-	0.00%
Total Other Financing Uses	-	-	425,621	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 425,621	\$ -	0.00%
ENDING FUND BALANCE	\$ -	\$ 425,621	\$ -	\$ 425,621	0.00%

**PARK FUND
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$0	\$0	
Revenues					
Donations	-	-	-	2,500	0%
Interest	-	-	-	-	0%
Total Revenue	-	-	-	2,500	0%
Other Funding Sources					
Fund Balance	-	-	-	-	0%
Total Other Funding Sources	-	-	-	-	0%
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ 2,500	0%
Expenditures					
Park Expense	-	-	-	-	0%
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	0%
Total Other Financing Uses	-	-	-	-	0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 2,500	0%

**TREE FUND
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$4,754	\$4,754	
Revenues					
Tree Income	-	-	-	-	0%
Interest	-	-	-	-	0%
Total Revenue	-	-	-	-	0%
Other Funding Sources					
Fund Balance	-	-	-	-	0%
Total Other Funding Sources	-	-	-	-	0%
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ -	0%
Expenditures					
Tree Expense	-	-	-	-	0%
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	0%
Total Other Financing Uses	-	-	-	-	0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ 4,754	\$ 4,754	\$ 4,754	0%

**COURT SECURITY
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$19	\$19	
Revenues					
MC Security Fees	-	-	-	-	0%
Interest	-	-	-	-	0%
Total Revenue	-	-	-	-	0%
Other Funding Sources					
Fund Balance	-	-	-	-	0%
Total Other Funding Sources	-	-	-	-	0%
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ -	0%
Expenditures					
Security Expense	-	-	-	-	0%
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	0%
Total Other Financing Uses	-	-	-	-	0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ 19	\$ 19	\$ 19	0%

**COURT TECHNOLOGY
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$26	\$26	
Revenues					
MC Technology Fees	-	-	-	-	-
Interest	-	-	-	-	-
Total Revenue	-	-	-	-	0%
Other Funding Sources					
Fund Balance	-	-	-	-	-
Total Other Funding Sources	-	-	-	-	-
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ -	0%
Expenditures					
Technology Expense	-	-	-	-	-
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	-
Total Other Financing Uses	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ 26	\$ 26	\$ 26	0%

PEG FUNDS
SUMMARY OF REVENUES AND EXPENSES

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE			\$13,971	\$13,971	
Revenues					
Peg Funds	-	-	6,650	11,971	0%
Interest	-	-	-	-	0%
Total Revenue	-	-	6,650	11,971	0%
Other Funding Sources					
Fund Balance	-	-	-	-	0%
Total Other Funding Sources	-	-	-	-	0%
TOTAL RESOURCES	\$ -	\$ -	\$ 6,650	\$ 11,971	0%
Expenditures					
PEG Expense	-	-	-	-	0%
Total Expenditures	-	-	-	-	0%
Other Financing Uses					
Transfer to Capital	-	-	-	-	0%
Total Other Financing Uses	-	-	-	-	0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0%
ENDING FUND BALANCE	\$ -	\$ 13,971	\$ 20,621	\$ 25,942	0%

**CAPITAL FUND
SUMMARY OF REVENUES AND EXPENSES**

	3/31/2022				
	ACTUAL 2020-2021	ACTUAL 2021-2022	BUDGET 2022-2023	YTD 2022-2023	% of BUDGET
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	0.00%
Funding Sources					
Revenue	-	-	-	-	0.00%
POSAC Grant	-	-	200,000	200,000	100.00%
CDBG Grant	-	-	-	-	
2023 GO Bonds	-	-	-	-	
Transfer In: General Fund	-	-	294,000	-	0.00%
Transfer In: ARP Fund	-	-	425,624	-	
Fund Balance	-	-	-	-	0.00%
Total Revenue	-	-	919,624	\$ 200,000	21.75%
TOTAL RESOURCES	\$ -	\$ -	\$ 919,624	\$ 200,000	21.75%
Expenditures					
Capital Expenditures	-	-	919,624	-	0.00%
Total Expenditures	-	-	919,624	-	0.00%
Other Financing Uses					
Other Expenses	-	-	-	-	0.00%
Total Other Financing Uses	-	-	-	-	0.00%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 919,624	\$ -	0.00%
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 200,000	0.00%

**CAPITAL FUND
EXPENSES**

	3/31/2022				
	ACTUAL	ACTUAL	BUDGET	YTD	% of
	2020-2021	2021-2022	2022-2023	2022-2023	BUDGET
General Fund Capital					
Parks	-	-	267,000	-	-
<i>Creekside</i>	-	-	-	-	-
<i>Augusta</i>	-	-	-	-	-
<i>Triangle</i>	-	-	-	-	-
Chip Seal Road Project	-	-	227,000	-	-
Drainage Project (Westwood/Brrokhollow)	-	-	425,624	-	-
Roads - GO Bonds	-	-	-	-	-
Total General Fund Capital	-	-	919,624	-	-
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ 919,624	\$ -	\$ -

Treasurer's Report
For the Period: October 2022 - March 2023

Item 1.

Percent Complete: 50%

	2022-2023			2021-2022			Y/Y Monthly Comparison		
	YTD	Budget	%	YTD	Budget	%	Mar-23	Mar-22	Difference
Revenue									
2900 Accounting Info Needed	-	-	n/a	-	-	n/a	-	-	-
3000 Ad Valorem Tax Revenue	-	-	n/a	-	-	n/a	-	-	-
3000.01 Ad Valorem Tax	343,822	360,000	96%	325,305	349,000	93%	42,578	24,978	17,600
3000.02 Delinquent Ad Valorem Tax	1,599	4,500	36%	1,657	-	n/a	362	283	79
3000 Ad Valorem Tax Revenue	345,421	364,500	95%	326,962	349,000	94%	42,940	25,261	17,680
3005 State Sales Tax Revenue	46,523	80,000	58%	44,322	80,000	55%	6,134	6,546	(412)
3010 Mixed Beverage Tax & Fees Rev	558	1,200	47%	586	1,500	39%	119	76	43
3020 Electric Franchise Fee Revenue	18,837	31,000	61%	13,244	34,000	39%	-	-	-
3030 Cable Services Franchise Rev	8,517	30,000	28%	17,544	30,000	58%	-	-	-
3030.1 PEG - Cable Revenue	11,971	6,650	180%	3,503	6,000	58%	-	-	-
3030 Cable Services Franchise Rev	20,488	-	-	21,047	-	#DIV/0!	-	-	-
3040 Water Service Franchise Revenue	85,356	90,000	95%	81,036	100,000	81%	-	-	-
3050 Disposal Service Franchise Rev	14,421	24,000	60%	11,853	25,000	47%	-	-	-
3060 Telephone Franchise Revenue	71	160	44%	81	200	40%	-	-	-
3070 Golf Course Franchise Revenue	-	500	0%	500	500	100%	-	-	-
3080 Reimbursements	-	-	n/a	-	6,000	0%	-	-	-
3080.10 Engineerings	-	8,000	0%	2,061	-	n/a	-	-	-
3080.20 Legal	-	2,500	0%	-	-	n/a	-	-	-
3080.30 Admin	-	-	n/a	-	-	n/a	-	-	-
3080 Reimbursements	-	10,500	0%	2,061	6,000	34%	-	-	-
3090 Development Revenue	-	-	n/a	-	-	n/a	-	-	-
3090.01 Residential	-	-	n/a	-	-	n/a	-	-	-
3090.011 New Home Permits	1,000	6,000	17%	1,000	5,000	20%	-	-	-
3090.012 Other Permits	3,293	7,000	47%	5,403	11,000	49%	375	886	(511)
3090.013 Inspections	6,251	7,000	89%	5,307	17,000	31%	407	182	226
3090.02 Commercial	-	500	0%	3,234	5,000	65%	-	-	-
3090.03 Other	-	200	0%	-	80	0%	-	-	-
3090.031 Subdivisions/Plats/Re-Plats	25,962	5,000	519%	-	5,000	0%	-	-	-
3090.99 Permits Other	50	-	n/a	-	-	n/a	-	-	-
Total 3090 Development Revenue	36,556	25,700	142%	14,944	43,080	35%	782	1,067	(285)
3093 Liquor License Revenue	-	1,250	0%	-	1,310	0%	-	-	-
3095 Sign Fees	155	350	44%	285	700	41%	60	70	(10)
3096 - Other Permits	1,272	-	n/a	-	-	n/a	1,272	-	1,272
4000 Interest Income	34,813	2,500	1393%	485	1,000	49%	8,115	180	7,935
4010 Other Revenue	5,368	10,000	54%	7,415	700	1059%	113	215	(102)
4010 Other Revenue	5,368	10,000	54%	7,415	700	1059%	113	215	(102)
4015 Oak Wilt Containment	-	6,000	0%	-	-	n/a	-	-	-
4020 Municipal Court Revenue	-	1,500	0%	101	1,500	7%	-	-	-
4035 TDEM DR-4485 Revenue	-	-	n/a	213,021	-	n/a	-	420	(420)
4040 Donations Received	-	5,200	0%	-	6,180	0%	-	-	-
4040.02 Park Donations	2,500	500	500%	1,180	-	n/a	-	-	-
Total Donations Received	2,500	5,700	44%	1,180	6,180	19%	-	-	-
4050 General Fund Transfer	-	-	n/a	-	-	n/a	-	-	-
Uncategorized Revenue	521	-	n/a	-	-	n/a	521	-	521
Total Revenue	612,859	691,510	89%	739,121	686,670	108%	60,056	33,835	26,221

Expenditures									
5000 Personnel Services	-	-	n/a	-	-	n/a	-	-	-
5000.01 Salaries and Wages	70,220	170,000	41%	101,014	208,500	48%	18,241	13,729	4,512
5000.02 Health Insurance Stipend	2,513	6,000	42%	4,441	8,600	52%	923	763	160
5000.03 City Manager Vehicle Reimburse	1,885	-	n/a	3,000	6,000	50%	692	500	192
5000.04 Overtime Wages	5,702	-	n/a	-	-	n/a	2,127	-	2,127
5000.05 Elected Official Pay	-	-	n/a	-	-	n/a	-	-	-
5000.20 Payroll Tax Expense	-	-	n/a	-	-	n/a	-	-	-
5000.21 FICA/OASDI	6,144	13,400	46%	7,967	16,410	49%	1,682	1,088	593
5000.22 Unemployment Insurance	29	1,100	3%	906	500	181%	2	124	(123)
5000.20 Payroll Tax Expense	6,173	14,500	43%	8,872	16,910	52%	1,683	1,213	470
5000.40 Retirement	8,139	18,100	45%	10,952	22,190	49%	2,141	1,552	589
Total 5000 Personnel Services	94,631	208,600	45%	128,280	262,200	49%	25,808	17,757	8,051
5500 Office Expenses	-	-	n/a	-	-	n/a	-	-	-
5500.05 Bank Fees & Charges	-	-	n/a	-	-	n/a	-	-	-
5500.10 City Hall Maintenance / Repairs	2,550	2,000	128%	201	4,000	5%	275	-	275
5500.20 Cleaning Costs	1,047	1,800	58%	750	1,500	50%	271	125	146
5500.30 IT & Radio Expenses	2,273	10,000	23%	10,346	15,000	69%	-	-	-
5500.40 Newsletter	-	-	n/a	-	-	n/a	-	-	-
5500.50 Office Supplies	2,612	4,500	58%	2,174	4,000	54%	770	146	624
5500.55 Office Equipment	248	-	n/a	-	-	n/a	248	-	248
5500.60 Postage & Shipping	2,215	3,000	74%	1,262	2,100	60%	1,139	303	836
5500.61 Printing & Reproduction	723	4,500	16%	2,127	4,000	53%	191	515	(325)
5500.62 Printing Cost Newspaper	103	1,500	7%	108	2,000	5%	14	54	

	2022-2023			2021-2022			Y/Y Monthly Comparison			Item 1.
	YTD	Budget	%	YTD	Budget	%	Mar-23	Mar-22	Diff	
5500.70 Storage Rental	-	-	n/a	-	-	n/a	-	-	-	
5500.80 Software & Subscriptions	16,077	12,000	134%	3,700	15,000	25%	180	733	(553)	
Total 5500 Office Expenses	27,848	39,300	71%	20,669	47,600	43%	3,087	1,876	1,211	
6000 Professional Services	-	-	n/a	-	-	n/a	-	-	-	
6000.01 Audit Expense	-	12,000	0%	-	12,000	0%	-	-	-	
6000.10 Codification	-	2,750	0%	-	4,000	0%	-	-	-	
6000.11 Contract Labor	2,857	-	n/a	-	6,500	0%	312	-	312	
6000.15 Engineering	19,337	20,000	97%	5,815	10,000	58%	-	-	-	
6000.16 Mapping	-	3,000	0%	-	-	n/a	-	-	-	
6000.17 Engineering Reimbursable	3,138	8,000	-	2,510	4,000	-	-	-	-	
6000.15 Engineering	22,474	31,000	72%	8,324	14,000	59%	-	-	-	
6000.20 Legal Expenses	3,540	-	n/a	-	-	n/a	-	-	-	
6000.21 General	11,855	20,000	59%	21,150	65,000	33%	5,633	2,170	3,463	
6000.22 Legal Reimbursable	2,500	2,500	100%	1,800	3,000	60%	-	-	-	
6000.23 Litigation	-	5,000	0%	7,320	15,000	49%	-	-	-	
6000.25 Special Cases	3,295	30,000	11%	6,958	22,000	32%	-	2,008	(2,008)	
6000.26 Elected Body Legal	1,875	5,000	38%	2,090	-	n/a	625	2,090	(1,465)	
6000.20 Legal Expenses	23,065	62,500	37%	39,318	105,000	37%	6,258	6,268	(9)	
6000.30 IT Services	2,227	15,500	14%	7,386	14,500	51%	1,026	1,189	(163)	
6000.40 Accounting	12,198	25,000	49%	7,036	15,000	47%	1,995	946	1,049	
6000.50 Law Enforcement	4,978	12,500	40%	960	8,160	12%	-	960	(960)	
Total 6000 Professional Services	67,798	161,250	42%	63,024	179,160	35%	9,591	9,362	229	
6500 Area Care/Maintenance	-	-	n/a	-	-	n/a	-	-	-	
6500.01 Deer Removal	975	1,750	56%	1,275	1,000	128%	-	225	(225)	
6500.15 Mowing	2,700	2,750	98%	1,500	2,000	75%	2,225	750	1,475	
6500.20 Oak Wilt Containment	-	15,000	0%	-	15,000	0%	-	-	-	
6500.21 Greenspace Maintenance	2,391	6,000	40%	927	-	n/a	-	327	(327)	
6500.22 Landscape Maintenance	2,375	9,000	26%	4,385	10,000	44%	950	-	950	
6500.23 Contract Services	470	-	n/a	-	2,000	0%	470	-	470	
6500.24 Parks and Playground Maintenance	-	13,453	0%	-	30,000	0%	-	-	-	
6500.25 ROW Tree Trimming	-	11,000	0%	-	7,500	0%	-	-	-	
6500.26 Holiday Decorations	650	500	130%	262	2,000	13%	-	(126)	126	
6500.30 Street Maintenance	3,838	30,000	13%	4,796	20,000	24%	-	-	-	
6500.31 Street Signs	119	6,000	2%	2,664	4,000	67%	-	479	(479)	
6500.35 Storm Damage Reserve	-	-	n/a	-	1,000	0%	-	-	-	
6500.40 Tree Limb Pick-Up	-	-	n/a	-	-	n/a	-	-	-	
6500.50 Equipment Maintenance	362	2,000	18%	1,456	4,000	36%	-	1,153	(1,153)	
6500.60 Water Quality Testing CCWPP	769	1,000	77%	620	2,000	31%	-	-	-	
Total 6500 Area Care/Maintenance	14,648	98,453	15%	17,885	100,500	18%	3,645	2,808	837	
7000 Other Operating Expenses	-	-	n/a	-	-	n/a	-	-	-	
7000.01 Ad Valorem Tax Expense	1,864	4,407	42%	2,046	4,060	50%	932	943	(11)	
7000.02 Building Inspections	1,815	7,000	26%	6,930	12,550	55%	-	1,230	(1,230)	
7000.03 Code Compliance	-	500	0%	774	1,500	52%	-	-	-	
7000.04 Dues & Membership	415	2,500	17%	966	3,000	32%	-	-	-	
7000.05 Election Expense	-	2,000	0%	1,065	1,200	89%	-	-	-	
7000.06 TML Dues	632	600	105%	591	600	99%	-	-	-	
7000.10 Depreciation Expense	-	-	n/a	-	-	n/a	-	-	-	
7000.15 Meeting Expense	907	3,000	30%	5,507	5,000	110%	-	263	(263)	
7000.20 Public Notices	4,747	1,200	396%	622	3,000	21%	158	96	62	
7000.30 Travel & Vehicle Exp Reimb.	102	2,000	5%	4,706	5,000	94%	-	364	(364)	
7000.31 Elected Official Travel	-	500	0%	-	2,000	0%	-	-	-	
7000.40 Training & Prof Development	-	-	n/a	-	-	n/a	-	-	-	
7000.41 Elected Body	838	2,500	34%	975	2,500	39%	-	-	-	
7000.42 Staff	1,308	4,000	33%	3,581	5,000	72%	49	490	(441)	
7000.43 Boards/Committees	133	-	n/a	-	-	n/a	-	-	-	
7000.50 Community Relations	2,069	7,000	30%	1,490	6,000	25%	129	-	129	
Total 7000 Other Operating Expenses	14,831	37,207	40%	29,255	51,410	57%	1,267	3,387	(2,120)	
7500 Utilities	-	-	n/a	-	-	n/a	-	-	-	
7500.10 City Hall Utilities	-	-	n/a	-	3,500	0%	-	-	-	
7500.11 Electric	677	2,100	32%	919	-	n/a	-	179	(179)	
7500.12 Water	718	1,500	48%	719	-	n/a	125	118	7	
7500.10 City Hall Utilities	1,395	3,600	39%	1,637	3,500	47%	125	297	(172)	
7500.20 Outdoor Utilities	-	-	n/a	-	4,250	0%	-	-	-	
7500.21 Electric	589	1,350	44%	659	-	n/a	-	109	(109)	
7500.22 Water	783	1,600	49%	812	-	n/a	131	133	(2)	
7500.20 Outdoor Utilities	1,371	2,950	46%	1,471	4,250	35%	131	242	(111)	
7500.30 Telephone & Internet	2,310	4,500	51%	2,709	6,200	44%	379	252	126	
Total 7500 Utilities	5,076	11,050	46%	5,817	13,950	42%	635	791	(156)	
7600 Insurance	-	3,500	0%	4,592	-	n/a	-	-	-	
6010 Health Insurance (deleted)	-	-	n/a	-	-	n/a	-	-	-	
7600.01 TML Insurance	5,093	200	2547%	-	4,600	0%	-	-	-	
7600 Insurance	5,093	3,700	138%	4,592	4,600	100%	-	-	0%	
7700 TDEM DR-4485 Expenditures	-	-	n/a	-	-	n/a	-	-	-	
8020 Municipal Court Costs	100	-	n/a	-	-	n/a	-	-	-	
8020.20 MC Judge	-	4,800	0%	600	3,600	17%	-	-	-	
8020.25 Misc. Court Costs	-	150	0%	-	2,500	0%	-	-	-	

	2022-2023			2021-2022			Y/Y Monthly Comparison			Item 1.
	YTD	Budget	%	YTD	Budget	%	Mar-23	Mar-22	Diff	
8020.30 Prosecutor	-	1,500	0%	2,540	3,000	85%	-	-	-	
8020.35 Court Bailiff	-	-	n/a	-	750	0%	-	-	-	
8020.40 State Comptroller Costs	-	300	0%	(45)	700	-6%	-	-	-	
8020.41 Supplies	-	-	n/a	67	200	34%	-	-	-	
8020.60 Public Safety	-	-	n/a	-	-	n/a	-	-	-	
Total 8020 Municipal Court Costs	100	6,750	1%	3,162	10,750	29%	-	-	-	
8900 Miscellaneous	-	75,200	0%	5,000	120,650	4%	-	-	-	
8900.10 Reconciliation Discrepancies	-	-	n/a	-	-	n/a	-	-	-	
8900.20 Contingency Reserve	-	50,000	0%	-	50,000	0%	-	-	-	
8900.25 Ice Storm 2023	187,975	-	n/a	-	-	n/a	141,000	-	141,000	
8900.30 Projects	31,252	-	n/a	7,883	-	n/a	-	-	-	
8900.40 Engineering Services – Street Projects	-	-	n/a	21,588	15,000	144%	-	6,999	(6,999)	
Total 8900 Miscellaneous	219,227	125,200	175%	34,470	185,650	19%	141,000	6,999	134,001	
9077 General Fund Accrual	-	-	n/a	-	(169,150)	0%	-	-	-	
Unapplied Cash Bill Payment Expenditure	-	-	n/a	-	-	n/a	-	-	-	
Uncategorized Expense	1,922	-	n/a	-	-	n/a	1,922	-	1,922	
Total Expenditures	451,175	691,510	65%	307,155	686,670	45%	186,955	42,979	143,976	
Net Operating Revenue	161,684	-	n/a	431,967	-	n/a	#####	(9,144)	(117,754)	
Other Revenue										
4019 Proceeds from Capital Leases	-	-	n/a	-	-	n/a	-	-	-	
9810.01 Sinking Fund Revenue	206,010	224,793	92%	197,624	-	n/a	25,602	15,262	10,340	
8500 Capital Improvement Income	200,000	227,000	88%	0	-	n/a	-	0	(0)	
Total Other Revenue	406,010	451,793	90%	197,624	-	n/a	25,602	15,262	10,340	
Other Expenditures										
8500.25 Capital Improvement Expense	-	-	n/a	-	-	n/a	-	-	-	
9001 Capital Lease Principal	-	-	n/a	-	-	n/a	-	-	-	
9002 Interest on Capital Lease	-	-	n/a	-	-	n/a	-	-	-	
9005 Bond Interest Paid	-	-	n/a	-	-	n/a	-	-	-	
9006 Bond Costs of Issuance	1,764	-	n/a	-	-	n/a	-	-	-	
9800.01 Capital Expenditures - CY	-	-	n/a	-	-	n/a	-	-	-	
9800.1 Capital Project Expenditures - FY	-	227,000	0%	-	-	n/a	-	-	-	
9800.11 2017 Street Improvements	-	-	n/a	-	-	n/a	-	-	-	
9800.12 2017 Street Improvements Legal	-	-	n/a	-	-	n/a	-	-	-	
9800.13 2021 Street Improvements	-	-	n/a	387,916	-	n/a	-	-	-	
9810.02 Sinking Fund Interest & Fees	3,811	5,793	66%	5,384	-	n/a	-	-	-	
9810.03 Sinking Fund Principal	219,000	219,000	100%	207,000	-	n/a	-	-	-	
9800.02 Other Miscellaneous Expenditure	-	-	n/a	(417,633)	-	n/a	-	(6,999)	6,999	
9888 Reconciliation Discrepancies	-	-	n/a	-	-	n/a	-	-	-	
Total Other Expenditures	224,575	451,793	50%	182,667	-	n/a	-	(6,999)	6,999	
Net Other Revenue	181,435	-	n/a	14,957	-	n/a	25,602	22,261	3,341	
Net Revenue	343,119	-	n/a	446,924	-	n/a	#####	13,116	(114,413)	

Month	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Change
DEC (Oct)	3,494	3,600	4,026	5,605	16,486	6,535	6,521	-0.22%
JAN (Nov)	3,591	3,998	5,115	6,054	7,570	7,884	7,624	-3.30%
FEB (Dec)	4,447	6,243	6,055	7,371	9,573	10,023	11,475	14.48%
MAR (Jan)	3,504	3,414	4,328	5,225	6,401	6,546	6,134	-6.29%
APR (Feb)	3,302	3,178	4,338	5,273	5,321	6,290		
MAY (Mar)	4,402	4,698	5,501	6,301	7,857	7,556		
JUN (Apr)	4,350	4,236	3,990	6,669	6,897	7,051		
JUL (May)	3,746	4,190	5,088	6,885	6,569	8,086		
AUG (Jun)	4,436	5,260	5,114	7,178	7,816	7,709		
SEP (Jul)	3,624	4,261	5,019	9,676	6,643	7,464		
OCT (Aug)	3,746	4,125	5,349	6,061	6,362	7,755		
NOV (Sep)	4,919	4,999	5,831	7,128	6,971	7,015		
Totals	38,896	43,080	48,572	66,239	81,133	75,144	31,753	2.47%

March 2023 collections are for January 2023

March 2023 collections are -6.29 (- \$412) lower than March 2022

Total year-to-date collections are 4.97% (\$2,202) higher than last year at this time

The City of Woodcreek
Transaction Report
March 2023

Date	Name	Memo/Description	Amount
Beginning			
Balance			
03/01/2023	Craggs Lumber & Home Center	Cinder blocks	-11.60
03/01/2023	Atteign LLC	Monthly Accounting Services	-1,995.00
03/01/2023	Ace Hardware	Bissell cleaning machine before return of deposit	-67.23
03/01/2023	Atteign LLC	Payroll, Dext, QuickBooks subscriptions	-162.50
03/01/2023	Embassy Suites Hotels	Overnight parking	-48.71
03/03/2023	Payroll Account	Automatic transfer to payroll clearing to cover payroll costs.	-7,935.62
03/05/2023	Suzanne Mac Kenzie	Reimbursements for public notice newspapers (PZ & HOT) and office supplies	-14.64
03/05/2023	HOT IT	IT such as Premium packages, Office 365, Backup software & storage, Email security	-1,026.00
03/05/2023	Landscape Business Services, LLC	Landscaping services	-3,175.00
03/05/2023	Hill Country Springs	Drinking water 014081	-1.74
03/05/2023	A to Z Copy & Print, LLC	Printing services	-175.00
03/05/2023	Ace Hardware	Payment for Bissell rental less credit for return of deposit..	-53.73
03/05/2023	ODP Business Solutions LLC	Office supplies	-140.38
03/06/2023	Amazon	POS Purchase WA SEATTLE AMAZON.C POS Purchase WA SEATTLE AMAZON.CC	-27.91
03/06/2023	Chrys Grummert	Reimbursements	-24.77
03/06/2023	Texas Municipal League	POS Purchase TX 512-231-7400 TEX POS Purchase TX 512-231-7400 TEXAS MUNI	-450.00
03/06/2023	Amazon	File organizer, frames, etc.	-379.37
03/06/2023	Kalahari Resort And Convention Center	POS Purchase TX 999-9999999 KALA POS Purchase TX 999-9999999 KALAHARI RE	-270.00
03/07/2023	Amazon	Binders, later returned	-31.04
03/07/2023	Amazon	Air cleaner	-229.88
03/07/2023	Amazon	Disinfectant spray	-4.63
03/08/2023	Zoom Video Communications	Mar8-Apr7 Zoom One Pro Monthly	-17.04
03/08/2023	Soliz Land and Development	Daily Rate / 3 Man Crew	-20,718.75
03/08/2023	TMRS	TMRS PAYROLL 4905	-2,480.54
03/09/2023	Amazon	POS Purchase WA SEATTLE AMAZON.C POS Purchase WA SEATTLE AMAZON.CC	-17.79
03/13/2023	San Marcos Daily Record	RA1906 - Public notices	-309.77
03/13/2023	The Bush Barber LLC	Tree clearing / trimming	-26,400.00
03/13/2023	Texas Class	Transfer to City's Texas Class account	-500,000.00
03/13/2023	Law Office of Roger Gordon	Legal services	-6,258.20
03/13/2023	Owen Rule	Brush cleanup	-135.00
03/14/2023	Sean Rawlings	Contract labor hours	-311.67
03/14/2023	Kwik Chek	Gas for mule, City specified 5500.10	-13.41
03/15/2023	Xerox Financial Services	Contract # 010-0164812-001, Customer 164812, Lease pmt	-190.63
03/16/2023	HEB	Office supplies	-19.12
03/17/2023	Payroll Account	Automatic transfer to payroll clearing to cover payroll costs.	-7,076.90
03/18/2023	Sherry Rogers & Co.	Monthly payment for office cleaning services	-150.00
03/20/2023	Ace Hardware	3/20 charge refunded 3/24 ... POS Purchase TX WIMBERLEY WIMBER POS Purchas	-16.23
03/20/2023	Home Depot	POS Purchase TX DRIPPING SPGS TH POS Purchase TX DRIPPING SPGS THE HC	-106.39
03/21/2023	Pitney Bowes Purchase Power Inc.	8000-9090-0977-2711 Postage meter equipment and/or services	-1,139.00
03/21/2023	Hays Central Appraisal District	WOO	-931.99
03/21/2023	Waste Connections Lone Star Inc	Brush trucks, Delivery fees, disposal charges, hauls	-40,946.10
03/21/2023	The Bush Barber LLC	Tree clearing/trimming/chipping	-26,400.00
03/21/2023		POS Purchase TX WIMBERLEY TST* T POS Purchase TX WIMBERLEY TST* The W	-119.11
03/23/2023	Survey Monkey	Survey Monkey online service	-498.88
03/23/2023	Spectrum Business	Cable service	-212.43
03/24/2023	AquaTexas, Inc.	Water bill payment (Brookhollow & Woodcreek)	-42.92
03/24/2023	AquaTexas, Inc.	Water bill payment (Gatehouse)	-43.29
03/24/2023	AquaTexas, Inc.	Water bill payment (Par View)	-44.77
03/24/2023	AquaTexas, Inc.	Water bill payment (City Hall)	-125.40
03/24/2023	PEC - Utilities	Please upload PEC bills City paid, to post amounts to correct expense accounts per Ci	-232.62
03/25/2023	The Bush Barber LLC	Tree clearing / trimming	-26,400.00
03/25/2023	Sean Rawlings	Contract labor hours	-470.00
03/25/2023	A to Z Copy & Print, LLC	Printing services	-120.00
03/25/2023	Suzanne Mac Kenzie	Paper products	-29.42
03/25/2023	Verizon	Acct # 842103446-00001 Monthly - internet access for computer	-166.38
03/27/2023	Texas Municipal League	POS Purchase TX 512-231-7400 TEX POS Purchase TX 512-231-7400 TEXAS MUNI	-306.00
03/28/2023	Home Depot	(Debit card transaction refunded following day) ... POS Purchase TX DRIPPING SPRI	-99.98
03/30/2023	Hired Killers Inc.	Pest control	-165.00
03/31/2023	Payroll Account	Automatic transfer to payroll clearing to cover payroll costs.	-7,115.14
TOTAL			-\$ 686,054.62

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Presentation and Discussion on Plan of Finance by Stifel, with Guest Speaker Brad Angst.

AGENDA ITEM SUMMARY:

Brad Angst with Stifel will present a Plan of Finance for the City's 2023 GO Bond

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Kevin Rule

AGENDA TYPE:

New Business

COMPLETION TIME:

5/8/2023 9:50:50 AM



City of Woodcreek, Texas

GO Bond Plan of Finance and Debt Profile

May 8, 2023

Brad Angst, Director
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angstb@stifel.com

Stephen Bell, Assistant Vice President
(210) 321-3041
bells@stifel.com

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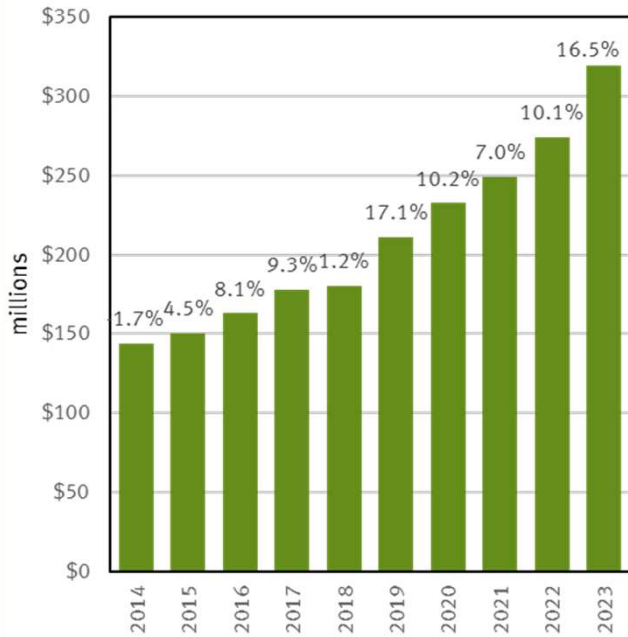
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Tax Base Overview

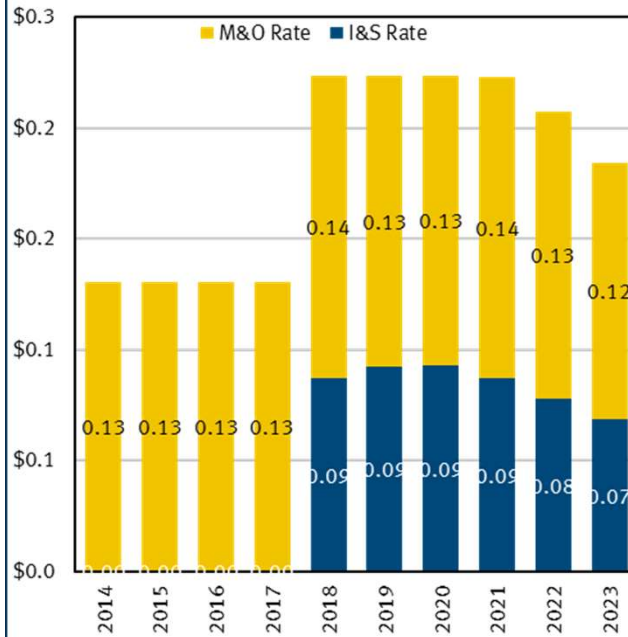
Taxable Assessed Valuation

Fiscal Year	TAV
2023	\$319,112,851
2022	\$273,904,719
2021	\$248,782,338
2020	\$232,398,293
2019	\$210,824,198
2018	\$180,082,550
2017	\$177,980,749
2016	\$162,892,561
2015	\$150,621,415
2014	\$144,067,646



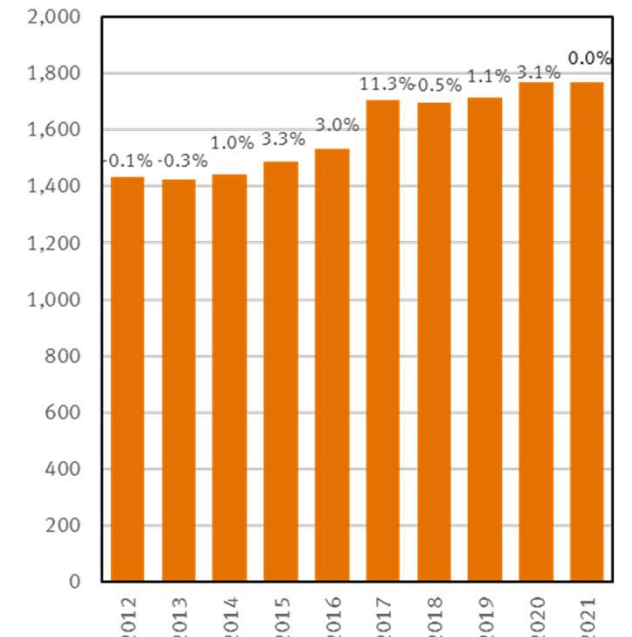
Tax Rate History

Fiscal Year	M&O	I&S	Total
2023	\$0.1152	\$0.0687	\$0.1839
2022	\$0.1291	\$0.0780	\$0.2071
2021	\$0.1361	\$0.0870	\$0.2231
2020	\$0.1306	\$0.0929	\$0.2235
2019	\$0.1311	\$0.0924	\$0.2235
2018	\$0.1362	\$0.0873	\$0.2235
2017	\$0.1305	\$0.0000	\$0.1305
2016	\$0.1305	\$0.0000	\$0.1305
2015	\$0.1305	\$0.0000	\$0.1305
2014	\$0.1305	\$0.0000	\$0.1305



Population

Year	Population
2021	1,770
2020	1,770
2019	1,716
2018	1,698
2017	1,706
2016	1,533
2015	1,488
2014	1,440
2013	1,426
2012	1,431



Tax Base Overview

Top Taxpayers

Taxpayer	Property Type	AV	% of total
Sendera Woodcreek Investments LLC	Commercial Land	\$9,482,214	3.46%
Wimberley Springs Partners Ltd.	Developer	\$2,387,300	0.87%
Aqua Texas Inc.	Water & Sewer Utility	\$1,132,270	0.41%
Enrique Ospina & Liliana De Lima	Individual Residence	\$1,025,590	0.37%
Joe O. Jr. & Debra R. Miller	Individual Residence	\$850,170	0.31%
Shawn A. & Christina R. Stoever	Individual Residence	\$790,867	0.29%
Razar Investments Ltd.	Individual Residence	\$790,576	0.29%
Lloyd R. & Terri G. Allen Revocable Tru	Individual Residence	\$757,090	0.28%
Barbara R. Bonner	Individual Residence	\$732,170	0.27%
David Green	Individual Residence	\$700,180	0.26%
Top 10 Totals:		\$18,648,427	6.81%

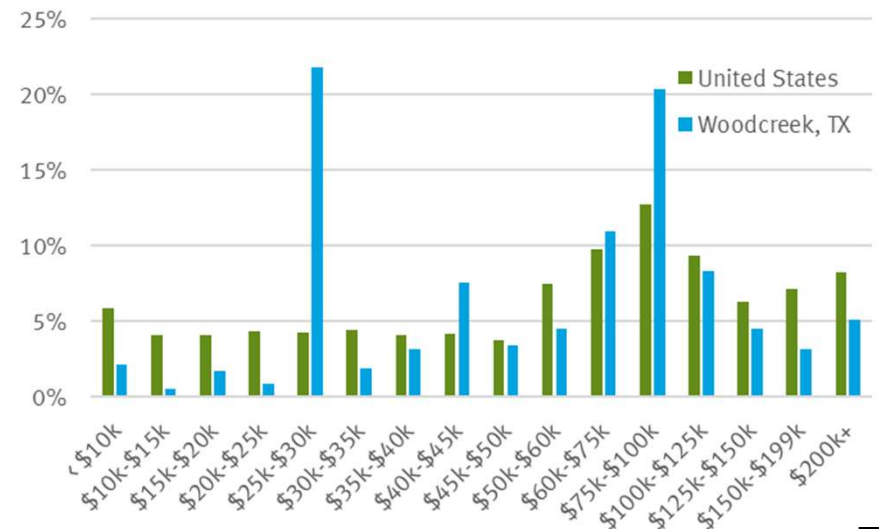
Workforce by Industry

Industry	Employees
Management	140
Construction/Maintenance	118
Sales	100
Administrative	63
Business/Finance	49
Education	42
Healthcare	37
Personal Care/Service	22

Population by Property Tax Bracket



Household Income

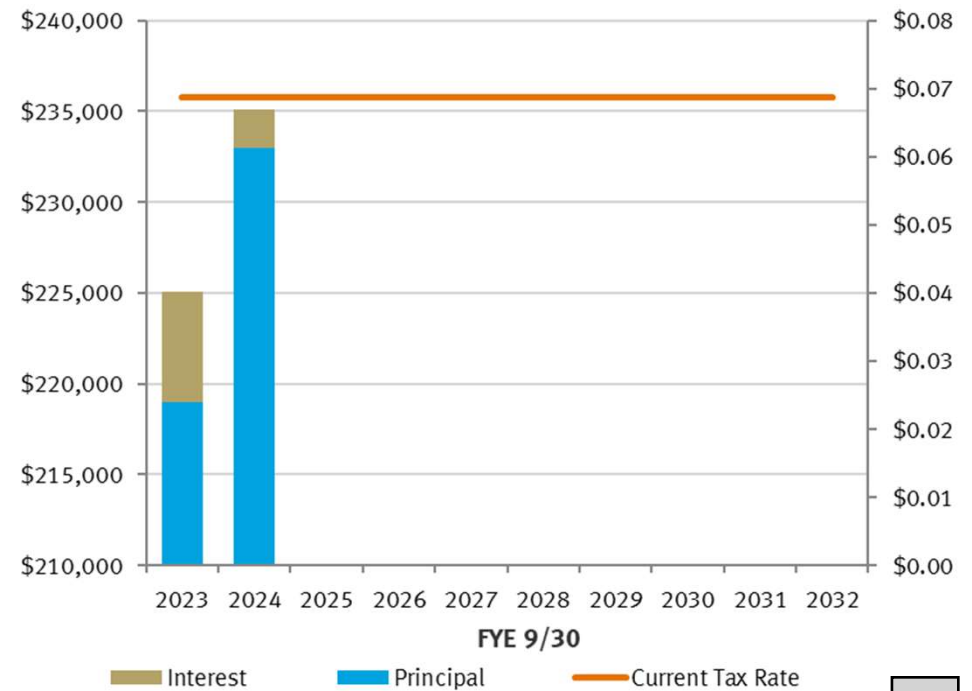


Current Debt Profile

General Obligation	Issue Date	Series	Issued Par (000's)	Outstanding Par (000's)	Callable Par (000's)	Interest Rates (%)	Call Date	Final Maturity	Tax Status
	9/29/2017	2017	\$ 1,352	\$ 233	\$ 233	1.82%	Any Date	2024	T/E
				\$ 1,352	\$ 233	\$ 233			
Voter Authorization									
	Date		Authorized Amount		Unissued Amount				
	11/8/2022		\$3,495,000		\$3,495,000				

Debt Service Requirements

Tax Notes, Series 2017					
Delivery Date:	9/29/2017				
Original Par:	\$1,352,000				
Call Date:	Any Date				
Rating:	Not Rated				
Advisor:	Hilltop Securities Inc.				
Purchaser:	Broadway National Bank				
Pledge:	General Obligation				
Project Use:	Public Improvements				
Insurance:	None				
Payment Date	Principal	Coupon	Interest	Semi-Annual Debt Service	Annual Debt Service
2/15/2023	\$219,000.00	1.67%	3,948.95	\$222,948.95	
8/15/2023			2,120.30	2,120.30	\$225,069.25
2/15/2024	\$233,000.00	1.82%	2,120.30	235,120.30	
8/15/2024			-	-	235,120.30
	\$ 452,000.00		\$8,189.55	\$460,189.55	\$460,189.55



Credit Rating – Moody's

➤ Woodcreek is currently unrated – obtaining a bond rating is recommended

Rating Methodology and Considerations

- **Overall Factors**

- **Economy (30%)**

- Resident Income, Full Value per Capita, and Economic Growth

- **Financial Performance (30%)**

- Available Fund Balance Ratio, Liquidity Ratio

- **Institutional Framework (10%)**

- Available Fund Balance Ratio, Liquidity Ratio

- **Leverage (30%)**

- Long-term Liabilities Ratio, Fixed-Costs Ratio

- **Notching Factors**

- Additional Strength in Local Resources (0 to +2)
- Limited Scale of Operations (-1 to +1)
- Financial Disclosures (-2 to 0)
- Potential Cost Shift to or from the State (-1 to +1)
- Potential for Significant Change in Leverage (-2 to +1.5)

2 Plan of Finance

Plan of Finance: Series 2023 Road Bonds

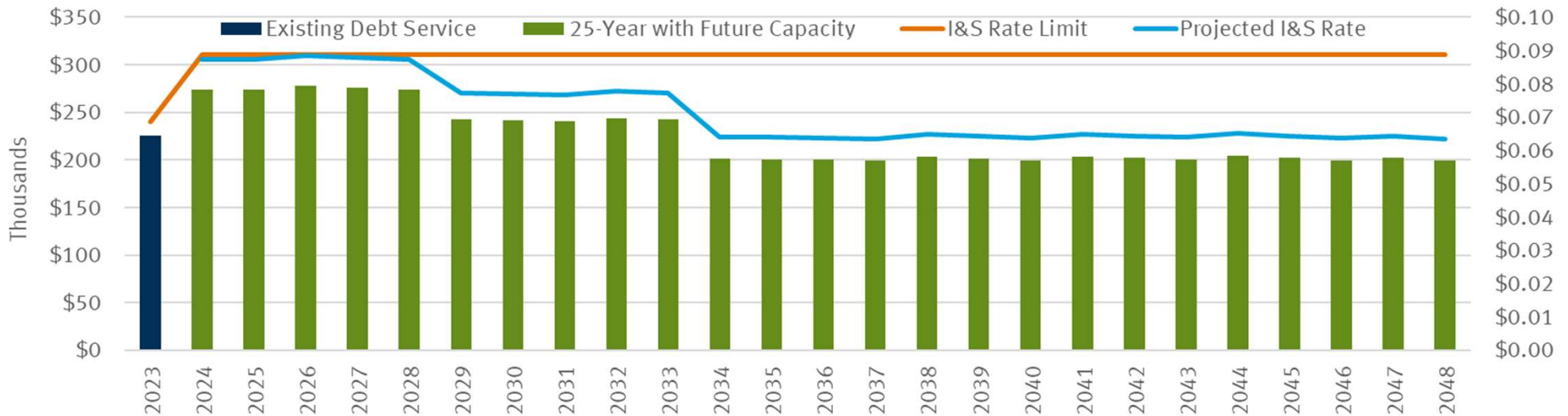
- **Debt Authorization: \$3,495,000**
- **Bond Purpose:** Fund street and road improvements
- **Plan of Finance:**
 - **I&S Rate limit of 2 cent increase** (\$100 per \$500,000 home value)
 - Public Offering of Bonds
 - Payment Source: Ad Valorem Property Tax (I&S levy)
 - Bond Rating and Insurance
 - 25-Year Final Maturity
 - Early Final Payment and Payoff of 2017 Notes
- **Proposed Timeline Milestones:**
 - April 12, 2023 Council Meeting - Plan of Finance Options Presented
 - May 24, 2023 Council Meeting – Consider approval of GO Bond Intent Resolution and Redemption Resolution
 - June 14, 2023 Council Meeting – Consider approval of Bond Offering Document
 - **July 12, 2023 – Bond Pricing and Sale**
 - **August 3, 2023 – Closing and Funding**

Plan of Finance: Series 2023 Bond Structure Scenarios

- Current I&S Rate = 6.87 cents I&S Rate Limitation = 8.87 cents
- 2 cent Increase = \$100 per \$500,000 of Home Tax Valuation Average Woodcreek Home Value = ~\$425,000
- Provides capacity for future capital improvements, maintenance and projects
- Payoff of Series 2017 to remove other debt service constraints and **limit increase to I&S rate of 2 cents**

FYE	TAV	Growth Rate	Existing I&S Rate	Existing Debt Service	Collection Rate	Total I&S Collection	Future Capacity	I&S Rate Limit	New Capacity	25-Year with Future Capacity	Projected I&S Rate
2023	\$319,112,851		\$0.0687	\$225,069	95%	\$208,269	-	\$0.0687	-	-	
2024	*\$337,899,851	5.89%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$274,099	\$0.0854
2025	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$273,675	\$0.0853
2026	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$277,425	\$0.0864
2027	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$275,800	\$0.0859
2028	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$273,925	\$0.0853
2029	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$242,550	\$0.0756

*Preliminary Certified Value from county appraisal district



Plan of Finance: Series 2023 Bond Structure Scenarios

FYE	TAV	Growth Rate	Existing I&S Rate	Existing Debt Service	Collection Rate	Total I&S Collection	Future Capacity	I&S Rate Limit	New Capacity	25-Year with Future Capacity	Projected I&S Rate
2023	\$319,112,851		\$0.0687	\$225,069	95%	\$208,269	-	\$0.0687	-	-	
2024	\$337,899,851 *	5.89%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$274,099	\$0.0854
2025	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$273,675	\$0.0853
2026	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$277,425	\$0.0864
2027	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$275,800	\$0.0859
2028	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$273,925	\$0.0853
2029	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$242,550	\$0.0756
2030	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$241,675	\$0.0753
2031	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$240,550	\$0.0749
2032	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$244,050	\$0.0760
2033	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$242,175	\$0.0754
2034	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$201,050	\$0.0626
2035	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$200,675	\$0.0625
2036	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$200,050	\$0.0623
2037	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$199,175	\$0.0620
2038	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$202,925	\$0.0632
2039	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$201,300	\$0.0627
2040	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$199,425	\$0.0621
2041	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$202,925	\$0.0632
2042	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$201,825	\$0.0629
2043	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$200,525	\$0.0625
2044	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$203,925	\$0.0635
2045	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$201,916	\$0.0629
2046	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$199,594	\$0.0622
2047	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$201,963	\$0.0629
2048	\$337,899,851	0.00%	\$0.0687		95%	\$220,530	\$220,530	\$0.0887	\$284,731	\$199,022	\$0.0620

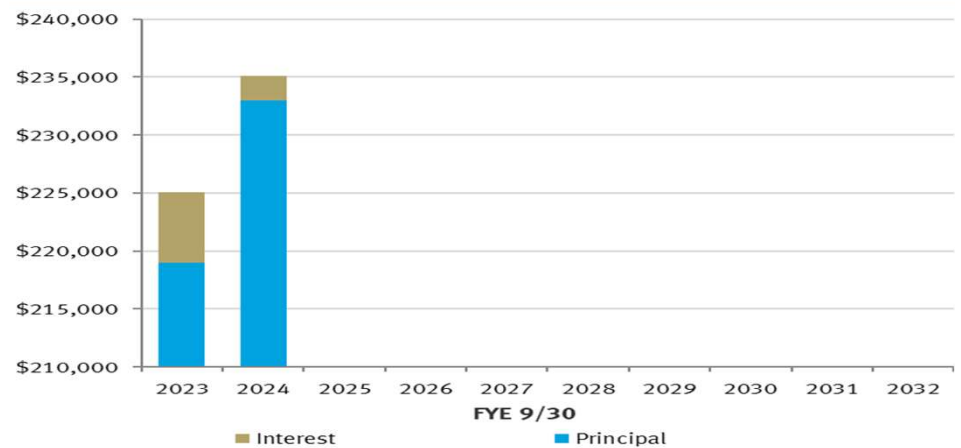
*Preliminary Certified Value from county appraisal district

2017 Notes Payoff and Defeasance

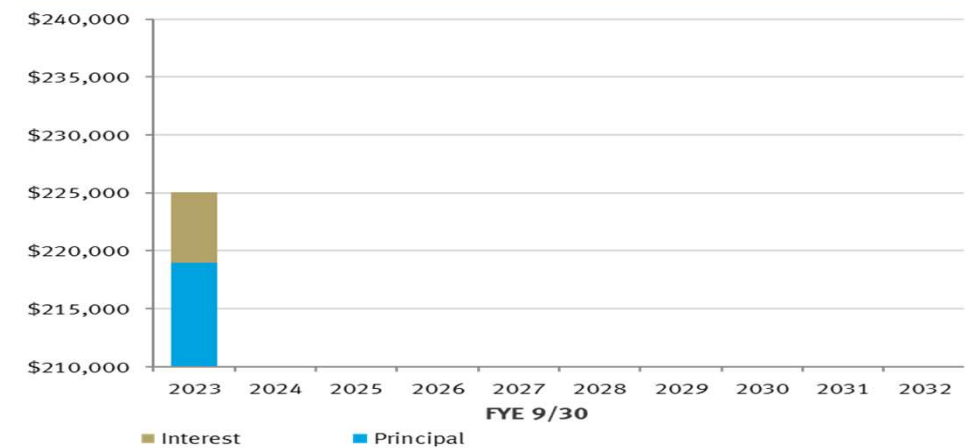
Summary of 2023 Defeasance

Estimated Date of Defeasance:	June 28, 2023
Debt and Maturities Defeased:	Series 2017 – 2/15/2024 (\$233,000)
Total Cash Contribution:	\$234,920.05
Net Present Value Savings:	\$2,320.55 (1.0%)

Before Defeasance



After Defeasance



- FY 2022 Audit – Unassigned General Fund Balance of \$1,364,149
- FY 2023 Adopted Budget includes Revenues of \$691,510, Expenditures of \$562,857, and Net Revenue of \$128,653
- **Fund Balance as a % of Operating Revenues = 197.3% (Moody’s metric for strength of reserves)**
- **Moody’s “AAA” median** for cities with a population under 10,000 = **54.2%**
 - *A Woodcreek, TX General Fund Balance of \$374,798 = 54.2%*

Proposed Finance Timeline

DATE	ACTION ITEMS	RESPONSIBILITY
April 12	City County Meeting – Plan of Finance review with Stifel and Staff	Stifel/City
May 24	City County Meeting – Consider approval of GO Bond Intent Resolution and Redemption Resolution	City/Bond Counsel
May 26	Drafting of preliminary official statement, bond documents, and rating presentation	Stifel/ Bond Counsel
June 14	City County Meeting – Consider approval of bond offering document (Preliminary Official Statement, “POS”)	City/Stifel
Wks of June 19 th and June 26 th	Rating Meeting, Due Diligence Call with Underwriter, and Posting of POS to EMMA	City/Stifel/UW
July 12	Bond Pricing – Lock in Interest Rates and Structure City Council Meeting – Approve final terms and structure, BPA signatures	All
Est. July 15	Debt Service Schedules provided to the CAD for Tax Rate Calculation	City
	Bond Transcript to AG for approval	Orrick
August 3	Bond Closing and Flow of Funds	All

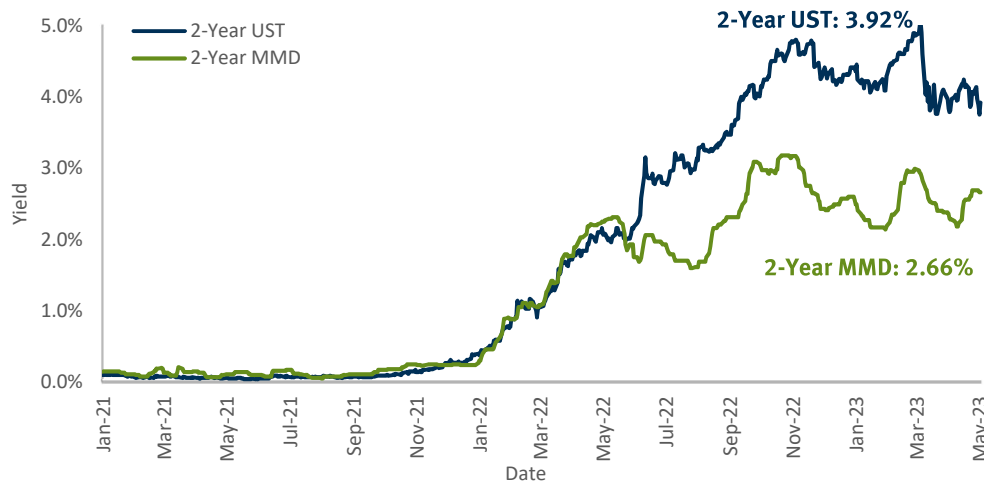
3 **Market Update**

Tax-Exempt and Taxable Interest Rate Movement

- Last Week, MMD and UST Yields Decreased in Many Maturities

Both 2-Year AAA MMD and 2-Year UST Yield Decreased

Comparing 2-Year UST and 2-Year AAA MMD since January 1, 2021



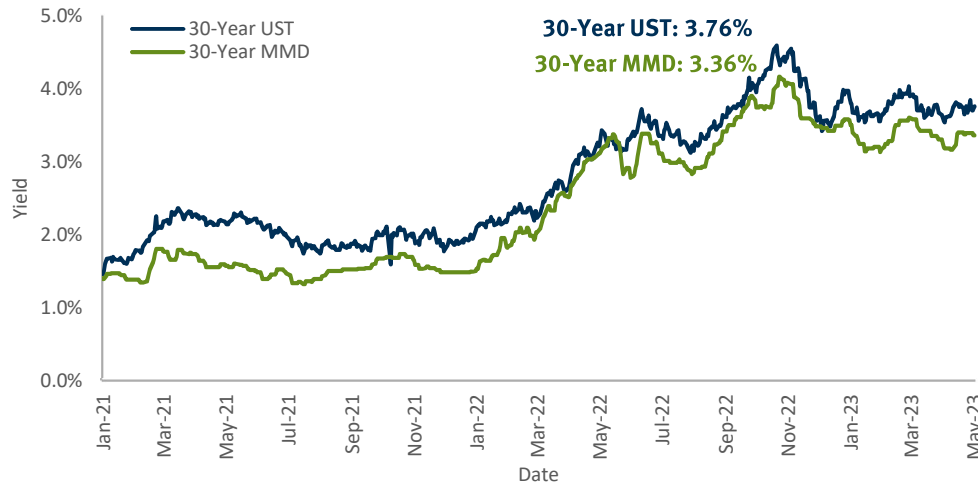
10-Year AAA MMD Decreased and 10-Year UST Yield Stayed the Same

Comparing 10-Year UST and 10-Year AAA MMD since January 1, 2021



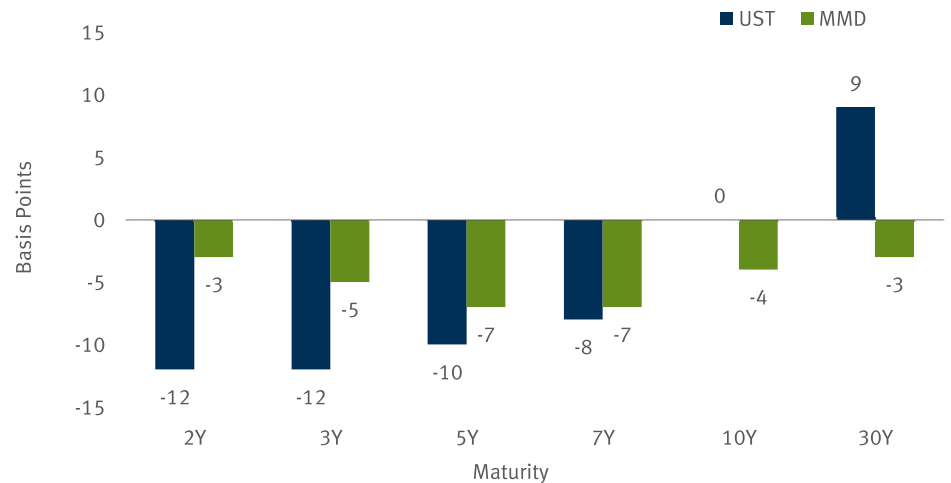
30-Year AAA MMD Decreased and 30-Year UST Yield Increased

Comparing 30-Year UST and 30-Year AAA MMD since January 1, 2021



Weekly Change in UST and AAA MMD Yields Across the Curve

From April 28, 2023 to May 5, 2023



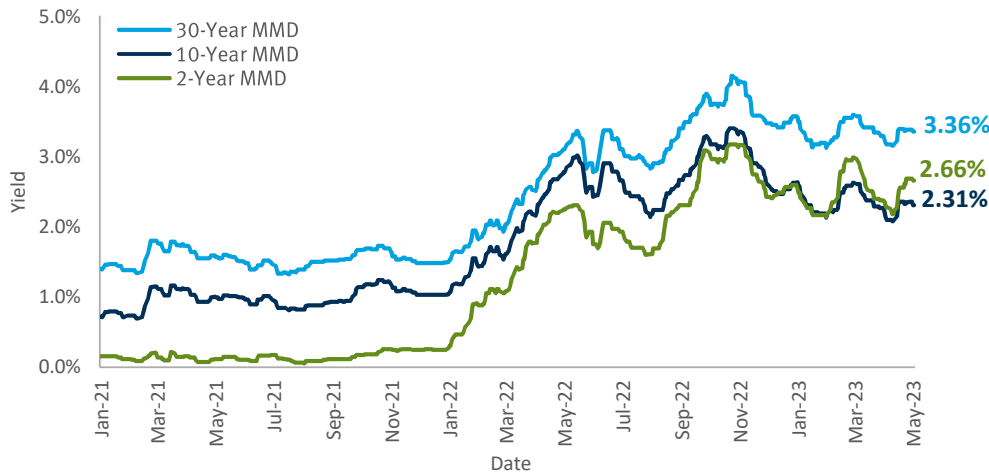
Sources: TM3, US Treasury. As of 5/5/2023.

Tax-Exempt Interest Rate Movement

- Last Week, AAA MMD Yields Decreased in Most Maturities

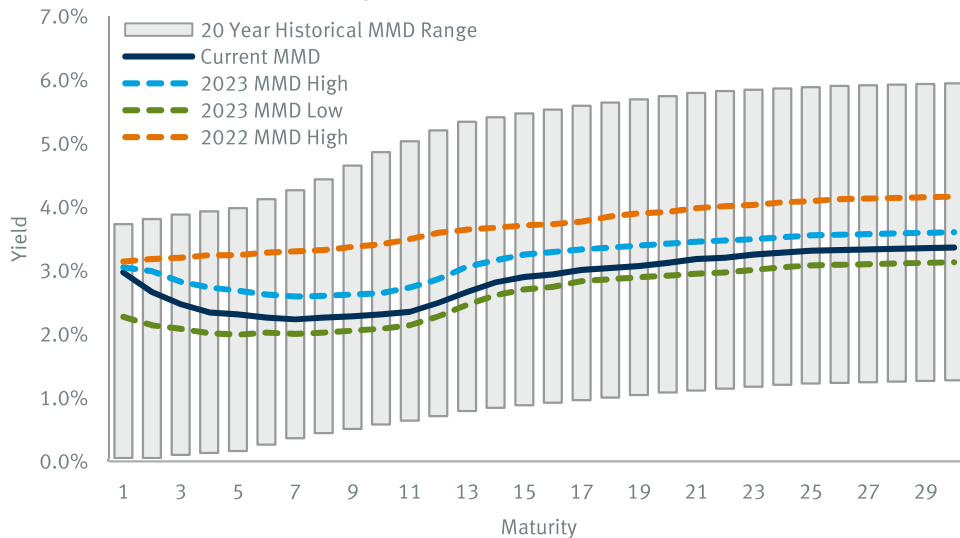
AAA MMD Yields Decreased

Comparing 2, 10 and 30-Year AAA MMD since January 1, 2021



Current MMD Yields

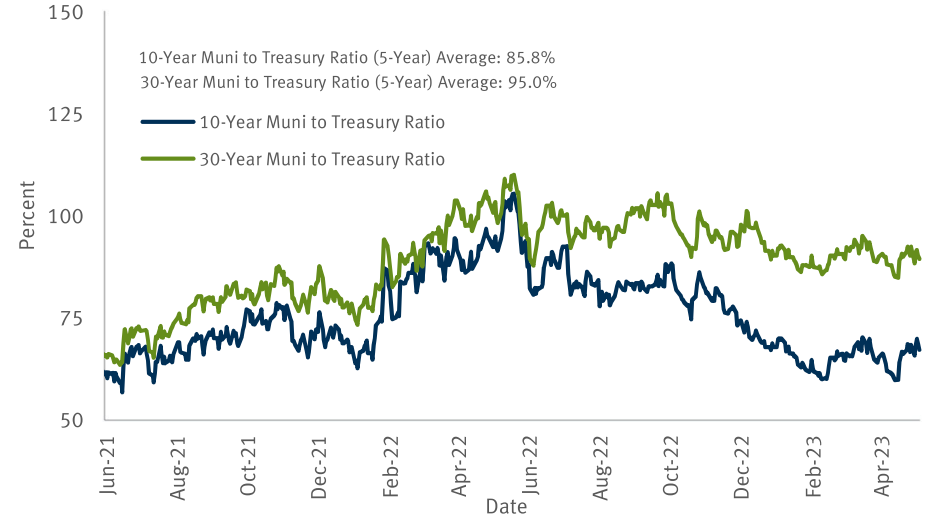
20-Year Historical AAA MMD Range vs. Current AAA MMD



Sources: TM3, US Treasury. As of 5/5/2023.

10-Year and 30-Year Muni to Treasury Ratios

Muni to Treasury Ratios Since June 2021



AAA MMD Summary Statistics

	5-Year	10-Year	30-Year
Current	2.31%	2.31%	3.36%
Weekly Change	-7 bps	-4 bps	-3 bps

2023 Year-to-Date

YTD Change	-21 bps	-32 bps	-22 bps
High	2.68%	2.64%	3.60%
Low	1.99%	2.08%	3.13%
Average	2.30%	2.34%	3.35%
Year Ending 2022	2.52%	2.63%	3.58%

Since January 1, 2018

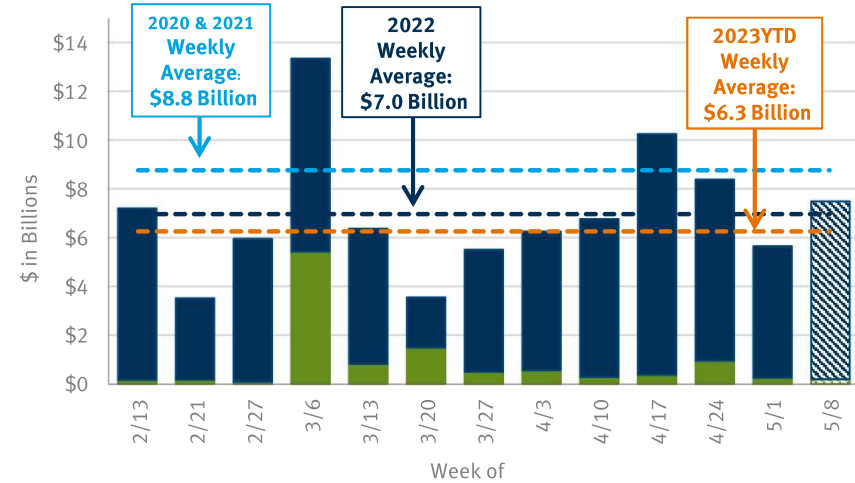
High	3.24%	3.41%	4.16%
Low	0.16%	0.58%	1.27%
Average	1.39%	1.76%	2.41%

New Issue Supply and Demand

2022 Municipal Issuance Was Lower Than Both 2021 and 2020's Record Amounts

- According to The Bond Buyer, 2022 municipal bond sale volume dropped 21% from 2021, from \$483 billion to \$384 billion.
- 2020 and 2021 municipal bond issuance were the highest and second-highest ever recorded, respectively.
- Last week, municipal supply totaled \$5.65 billion, of which approximately \$250 million was taxable.
- During the week of May 8, municipal supply is anticipated to be \$7.49 billion, of which \$196 million will be taxable.

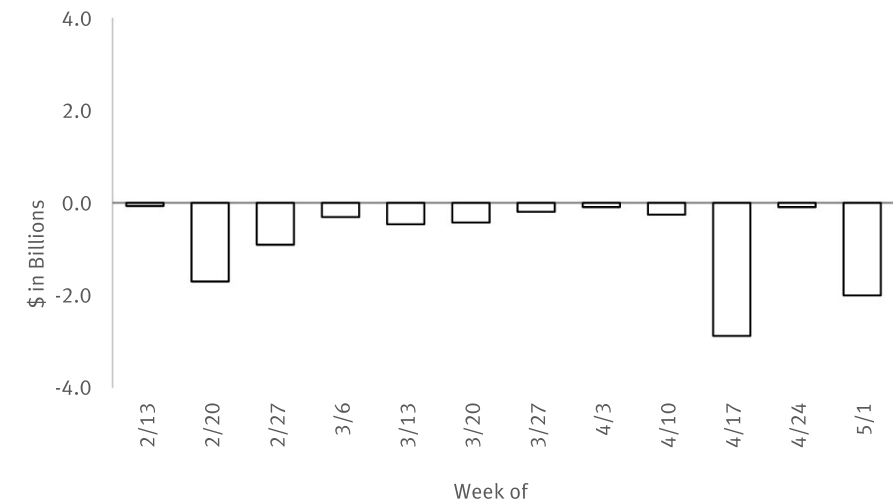
2022 Average Weekly Supply Ends Year Below the 2021 Average Previous 12 Weeks of New Issue Supply and Forecast of Current Week



Municipal Bond Funds Record Net Outflows for 12 Consecutive Weeks

- Investors withdrew \$846 million from muni bond funds during the week of May 1, following outflows of \$92 million the week prior.
- The four-week moving average of flows increased to \$1 billion of outflows from average outflows of \$828 million last week.
- Throughout 2022 investors withdrew more than \$65 billion from municipal bond funds.
- 2022 average weekly net outflows from muni bond funds is \$1.6 billion, compared with the 2020 and 2021 averages of \$444 million and \$1.3 billion net inflows, respectively.

Municipal Bond Funds Record Net Outflows Recent Weekly Municipal Bond Fund Flows



Sources: Lipper, Thomson Reuters, SIFMA, IHS Markit, Bloomberg. As of 5/5/2023.

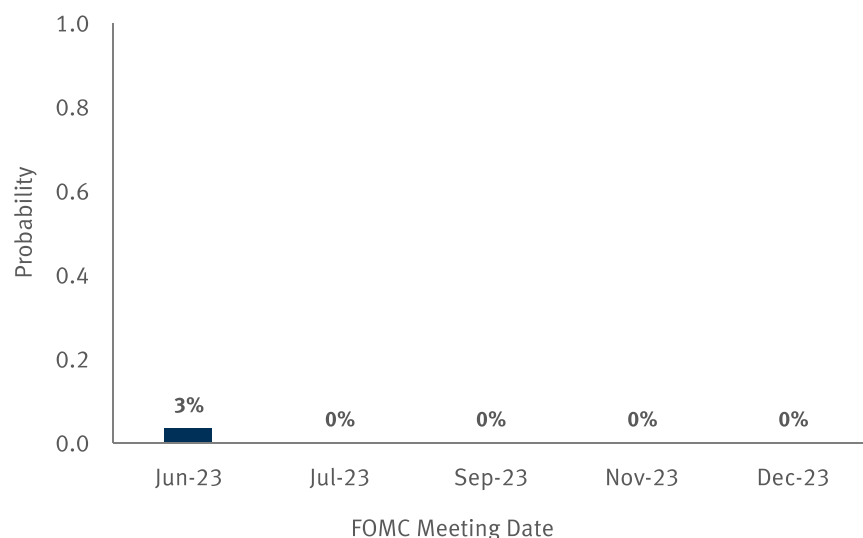
Interest Rate Forecast

- Last week, the Fed opted to raise rates another 25 basis points, as anticipated
- The April employment report was released last week, revealing an overall increase in nonfarm payrolls of 104k.
- Despite a very tight labor market, the Fed has indicated a willingness to potentially pause rate hikes in order to assess market data.
- The market is not currently anticipating any future rate hikes, and has priced in two rate cuts by the end of the year.
- Later this week, the latest April read on inflation will be released. Last month, CPI rose 5.0% year-over-year. While CPI has been slowing, we have yet to see a meaningful decline in inflation despite 10 rate hikes.

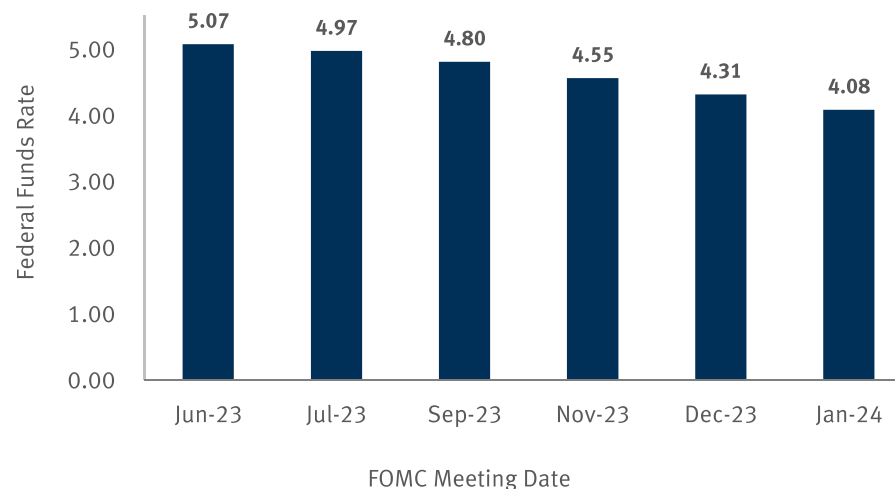
Market Consensus Yield Curve Projections (%)					
	Current	Q2 2023	Q3 2023	Q4 2023	Q1 2024
Fed Funds	5.25	5.25	5.20	5.10	4.70
2-Yr UST	3.92	4.19	4.01	3.75	3.55
10-Yr UST	3.44	3.59	3.54	3.44	3.41
30-Yr UST	3.76	3.79	3.76	3.68	3.65

Market Consensus Probability of a Rate Hike at Upcoming Fed Meetings

Calculated Using Fed Funds Futures. (Values > 100% indicate a greater than 25 bp hike)



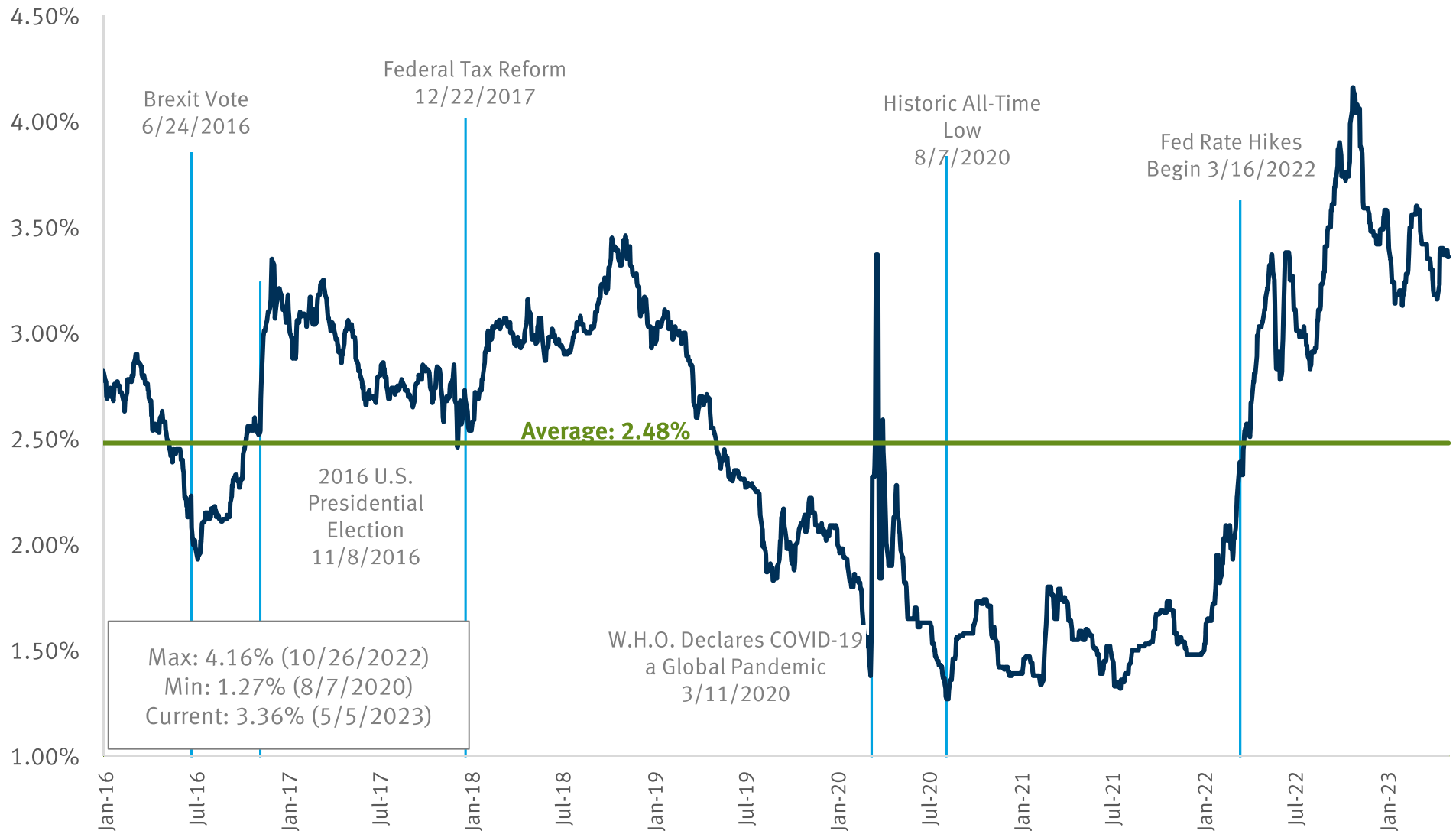
Market Implied Fed Funds Effective Rate After Each Fed Meeting



Sources: Stifel Fixed Income Strategy Department, US Treasury, Bloomberg, Thomson Reuters. As of 5/5/2023.

Market Volatility: A Defining Characteristic

30-Year AAA MMD Since January 1, 2016



Source: Thomson Reuters. As of 5/5/2023.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING VARIOUS ACTIONS TO PREPARE FOR THE ISSUANCE OF THE CITY OF WOODCREEK, TEXAS GENERAL OBLIGATION BONDS, SERIES 2023; AND CONTAINING OTHER MATTERS RELATED THERETO

WHEREAS, the City of Woodcreek, Texas (the “City”) is authorized by the Constitution and laws of the State of Texas, including Chapter 1331, Texas Government Code, as amended (“Chapter 1331”), to issue bonds for the purpose of making permanent public improvements;

WHEREAS, on August 17, 2022, the City Council (the “Council”) of the City approved an ordinance calling a bond election (the “Bond Election”) to be held within the City requesting permission to issue bonds in the amount of \$3,495,000 and impose taxes sufficient to pay the principal of and interest on the bonds for constructing, acquiring, improving, renovating, expanding, developing and equipping street improvements in the City, and all matters incident or necessary thereto (the “Bond Proposition”);

WHEREAS, on or about November 8, 2022, a Bond Election was held within the City limits;

WHEREAS, on November 22, 2022, the Council of the City approved a resolution canvassing returns and declaring results of the Bond Election which revealed the passage of the Bond Proposition;

WHEREAS, the Council of the City has determined that it is in the best interests of the City to issue the City of Woodcreek, Texas General Obligation Bonds, Series 2023 in such form and in such manner, without limitation, as permitted by applicable federal and state law (the “Series 2023 Bonds”);

WHEREAS, the Council has determined that in order to prepare for the issuance of the Series 2023 Bonds, it is necessary to authorize certain City officials, staff and consultants to engage in various activities that will facilitate the issuance of the Series 2023 Bonds;

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

Section 1. Recitals. The Board hereby determines that the recitals to this Resolution are true and correct, and such recitals are, therefore, incorporated fully into this Resolution for all purposes.

Section 2. Approval of Plan of Finance. Stifel, Nicolaus & Company, Inc., Financial Advisor to the City, has presented a proposed plan of finance for the issuance of the Series 2023 Bonds. The Council hereby approves the plan of finance in accordance with the parameters discussed with Council.

Section 3. Engagement, Selection and Approval of Professionals. To effect the issuance, sale and delivery of the Series 2023 Bonds, the Council deems it necessary and

appropriate for the City to engage, select or approve (or confirm the prior engagement, selection or approval of) certain professional consultants, legal counsel and underwriters as follows: Financial Advisor – Stifel, Nicolaus & Company, Inc., and Bond Counsel – Orrick, Herrington & Sutcliffe LLP. The Council further authorizes City officials, staff and consultants to proceed with the evaluation and selection of a paying agent/registrar and an underwriter or underwriters in connection with the issuance of the Series 2023 Bonds, such paying agent/registrar and underwriter(s) to be finally approved by the Council at the time of the issuance of the Series 2023 Bonds. The Council further engages Bond Counsel to prepare the offering document.

Section 4. Preparation of Financing and Offering Documents. The Council hereby approves the preparation of and directs City staff, Financial Advisor and Bond Counsel to prepare all bond documents and offering documents necessary for the issuance of the Series 2023 Bonds, including the drafting of a preliminary official statement and holding meetings with one or more rating agencies. The final preliminary official statement to be deemed final by the Council at a subsequent Council meeting.

Section 5. Authorization of Other Matters Relating Thereto. The Mayor, City Secretary, the City Manager, and other appropriate officials of the City (the “Officials”) are hereby authorized and directed by the Council to do and perform all acts and things and to execute, acknowledge and deliver in the name, under the seal and on behalf of the City all certificates, financing statements, instruments and other documents, whether or not herein mentioned, as are necessary or desirable to carry out the terms and provisions of this Resolution. The Officials and such other officials and employees of the City as may be designated by the Officials are authorized to incur reasonable and necessary expenses in connection with the issuance of the Series 2023 Bonds. All such persons shall be entitled to reimbursement by the City of such expenses after review and approval thereof by the Council and the City Manager as to reasonableness and necessity.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. Open Meeting. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of the meeting of the Council at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Council further ratifies, approves such written notice and the contents and posting thereof.

Section 8. Repealer. All orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 9. Effective Date. This Resolution shall be in force and effect from and after its passage on the date shown below.

PASSED AND APPROVED, this _____, 2023.

CITY OF WOODCREEK, TEXAS

Mayor

ATTEST:

DRAFT

CERTIFICATE FOR RESOLUTION

The undersigned officer of the City of Woodcreek, Texas (the “City”) hereby certifies as follows:

1. The City Council convened a Special Meeting on May 24, 2023 at the regular designated meeting place, and the roll was called of the duly constituted members of said City Council, to-wit:

- | | |
|--------------------------------|------------------------|
| Jeff Rasco, Mayor | Chrys Grummert, Member |
| Brent H. Pulley, Mayor Pro Tem | Bob Hambrick, Member |
| Linnea R. Bailey, Member | Debra Hines, Member |

and all of such persons were present, [except _____,] thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written

A RESOLUTION AUTHORIZING VARIOUS ACTIONS TO PREPARE FOR THE ISSUANCE OF THE CITY OF WOODCREEK, TEXAS GENERAL OBLIGATION BONDS, SERIES 2023; AND CONTAINING OTHER MATTERS RELATED THERETO

was duly introduced for the consideration of the City Council. It was then duly moved and seconded that such Resolution be passed; and, after due discussion, such motion, carrying with it the passage of such Resolution, prevailed and carried by the following vote:

AYES ___ NOES ___ ABSTENTIONS ___

2. That a true, full and correct copy of such Resolution passed at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that such Resolution has been duly recorded in such City Council’s minutes of such meeting; that the above and foregoing paragraph is a true, full and correct excerpt from such City Council’s minutes of such meeting pertaining to the passage of such Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the City Council as indicated therein; that each of the officers and members of the City Council was duly and sufficiently notified officially and personally, in advance of the time, place and purpose of such meeting, and that such Resolution would be introduced and considered for passage at such meeting, and each of such officers and members consented, in advance, to the holding of such meeting for such purpose; and that such meeting was open to the public, and public notice of the time, place and purpose of such meeting was given all as required by Chapter 551, Texas Government Code, as amended.

[Signature page follows.]

SIGNED AND SEALED this _____, 2023.

City Secretary
Woodcreek, Texas

(SEAL)

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and Take Appropriate Action on Setting a Public Hearing in July, 2023

AGENDA ITEM SUMMARY:

Set Public Hearing for Council regarding change to zoning code.

FINANCIAL IMPACT:

Cost of notice

SUBMITTED BY:

Chrys Grummert

AGENDA TYPE:

New Business

COMPLETION TIME:

5/5/2023 7:40:58 AM

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and Take Action on a Resolution to Create a Calendar Designating Specific Weeks for the Authorized Timely Submission of Certain Applications Related to Land Development and Construction

AGENDA ITEM SUMMARY:

Item submitted on behalf of Interim City Attorney Roger Gordon and City Staff.

The intent of this item is to streamline the application process for certain applications regarding land development and construction. The idea being to create submission periods so the City can better allocated limited resources towards the review of such applications by engineers, staff and other applicable parties.

FINANCIAL IMPACT:

none

SUBMITTED BY:

Debra Hines

AGENDA TYPE:

Unfinished Business and General Orders

COMPLETION TIME:

5/4/2023 8:03:43 AM

CITY OF WOODCREEK, TEXAS

RESOLUTION 2023-___-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS, CREATING A CALENDAR DESIGNATING CERTAIN SPECIFIC WEEKS FOR THE AUTHORIZED TIMELY SUBMISSION OF PLANNING, ZONING, PLATTING, SUBDIVISION, DEMOLITION, OR NEW CONSTRUCTION BUILDING PERMIT APPLICATIONS TO THE CITY OF WOODCREEK, TEXAS FOR REVIEW, COMMENT, AND CONSIDERATION OF APPROVAL.

WHEREAS, the City Council of the City of Woodcreek seeks to create a timely and predictable process establishing procedures for the submission of applications for planning, zoning, platting, subdivision, demolition, or new construction building permits to the City; and

WHEREAS, the 86th Texas Legislature passed HB 3167 and enacted amendments to Chapters 212 and 232 of the Local Government Code, taking effect on September 1, 2019; and

WHEREAS, the legislative history of HB 3167 demonstrates the intent of the bill is to address a common and longstanding problem in land development across the state involving piecemeal and seemingly interminable regulatory review processes adopted by local subdivisions that were perceived as being needlessly protracted and consequently too expensive; and

WHEREAS, the “Shot Clock” provisions implemented by HB 3167 remains silent as to whether it applies to the subdivision and platting process *only*, leading to a Request for Attorney General opinion seeking clarification on which development applications or processes other than subdivision and platting does the bill apply; and

WHEREAS, the Request for Attorney General Opinion RQ-0488-KP remains pending as of the effective date of this resolution; and

WHEREAS, the City of Woodcreek, utilizing outside third-party engineers, consultants, and experts necessary for the appropriate and timely analysis of any applications presumed to be under the “Shot Clock” provisions of HB 3167, requiring additional working lead time;

WHEREAS, a designated calendar allowing for regular, predictable, and periodic “submission windows” will allow City staff, third-party engineers, consultants, and experts to be prepared to allocate the necessary time, labor, and attention to any such applications;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WOODCREEK HEREBY ADOPTS THE FOLLOWING CALENDAR AUTHORIZING SUBMISSION OF APPLICATIONS FOR PLANNING, ZONING, PLATTING,

SUBDIVISION, DEMOLITION AND NEW CONSTRUCTION PERMITS ON THE FOLLOWING SPECIFIC DATES:

Section 1: The City Council authorizes City staff, administration and management to accept the described applications herein on the following dates ONLY, and any applications submitted prior to (or after) the proscribed window will not be considered as timely submitted until the next immediate following period.

Section 2: This Resolution shall be made available on the City’s website, and available for review at City Hall, as soon as possible upon its passage.

Section 3: This Resolution is not intended to limit the timely and regular submission, consideration, and response from the City of Woodcreek, Texas as relates to projects entailing proposed “minor” changes, additions, or work upon residential structures, property, or accessories.

Section 4: This Resolution allows for the consideration of up to one (1) subdivision over three-acres in size with new construction per “window” as set forth herein. Any submissions over the maximum of one will be rolled over to the following window in the order in which they are received.

Section 5: This Resolution shall be effective immediately upon its passage.

PASSED AND APPROVED this, the ____ day of _____, 2023, on a roll call vote of the City Council of Woodcreek, Texas.

City of Woodcreek, Texas:

By: _____
Jeff Rasco, Mayor

Attest:

By: _____
Suzanne MacKenzie, City Secretary

APPLICATION SUBMISSION WINDOW CALENDAR



Available Application Submission Windows:

All Applications Must Fully Comply with the City of Woodcreek Code of Ordinances

Applications Deemed Incomplete Will Roll-Over to Next Window for Reconsideration

Window One	January 15 th through January 22 nd
Window Two	March 15 th through March 22 nd
Window Three	May 15 th through May 22 nd
Window Four	July 15 th through July 22 nd
Window Five	September 15 th through September 22 nd
Window Six	November 15 th through November 22 nd

Approved as to Form and Contents:

By: _____
Jeff Rasco, Mayor

Date

By: _____
Kevin Rule, City Manager

Date

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discuss and Take Appropriate Action on the City of Woodcreek's Emergency Management.

AGENDA ITEM SUMMARY:

This item is to discuss and take action on City's Emergency Management Plan.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Kevin Rule

AGENDA TYPE:

New Business

COMPLETION TIME:

5/4/2023 1:47:50 PM



Emergency Operations Plan

City of Woodcreek

Date Adopted
May 24, 2023

City of Woodcreek Emergency Operations Plan

The City of Woodcreek (City) recognizes the importance of preparedness and its impact on responding to an emergency. The City cannot predict exactly when and where an incident is going to happen. This unpredictability means that all city staff and elected officials must be prepared to respond to an incident efficiently and effectively. Through its emergency management program, and collaboration with other public and private partners, the City strives to maintain the highest level of preparedness and capacity to effectively respond to disasters and other emergencies. The City's emergency management program is comprehensive, multi-hazard, and embraces local, state, and federal standards as well as proven practices including all phases of emergency management.

This plan is known as the City of Woodcreek Emergency Operations Plan (EOP). The plan and its support documents provide a framework that outlines the City's intended approach to managing emergencies and disasters of all types and should be regarded as guidelines rather than performance guarantees. The City's planning process is supported by collaboration, training, and exercise. This plan is designed to allow for integration with local, state, and federal emergency management and continuity of operations plans. The City's EOP and related documents are reviewed at least annually by the City Manager.

The City Manager is responsible for ensuring promulgation of this plan, which supersedes all previous city emergency plans. If any portion of the Emergency Operations Plan or support documents are held to be invalid by judicial or administrative review, such ruling shall not affect the validity of the rest of the plan. The City Council may designate, in writing, an individual who assumes the role of emergency management coordinator (EMC) and is authorized to develop and distribute plan changes and updates. However, comprehensive, or major revisions will be signed by the Mayor with consent of the City Council.

Jeff, Rasco Mayor

Date Signed

APPROVAL & IMPLEMENTATION

Emergency Operations Plan

This Emergency Operations Plan is hereby approved for implementation and supersedes all previous editions.

Approved: _____
Mayor

Date: _____

Concurred: _____
City Manager

Date: _____

RECORD OF CHANGES

EMERGENCY OPERATIONS PLAN

RECORD OF CHANGES

The record of changes captures changes, updates, reviews, and revisions made to this plan, as well as verifies the plan has been reviewed annually.

Change Number	Date of Change	Name	Summary of Change

RECORD OF DISTRIBUTION

Updated or revised plans must be distributed citywide.

Title and Name of Person Receiving the Plan	Agency (school office, government agency, or private- sector entity)	Date of Delivery	Number of Copies Delivered

City of Woodcreek Emergency Operations Plan (EOP)

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City of Woodcreek Emergency Operations Plan

1.0 PURPOSE

The purpose of the City's Emergency Operations Plan (EOP) is to educate and inform on what to do before, during, and after an emergency incident by outlining the responsibilities and duties of the city staff, elected officials, response agencies, private partners, and the community. This plan has been customized to meet the specific and unique needs, capabilities, and circumstances found throughout the City.

The plan addresses the process for developing and maintaining capabilities for a whole-community approach during all phases of emergency management. The plan addresses capabilities needed for mitigation, prevention, preparedness, response, and recovery activities and addresses processes for identifying and meeting training needs. The EOP addresses operational considerations and infrastructure activities designed to mitigate the impacts of hazards that the City faces.

The City of Woodcreek will review and update the plan and support documents in a way that is consistent with city policy. Revisions will enhance the city's ability to support all phases of emergency management.

A. Scope

This plan is applicable to all city facilities. This plan includes a hazard analysis, which identifies city specific hazards and addresses those in the plan, annexes, and appendices.

B. Goal

The goal of this plan is to identify city emergency management practices, relationships, responsibilities, and general considerations for the city and for facilities, and departments to integrate emergency management into their emergency plans in order to minimize the loss of life and damage to property.

2.0 LEGAL AUTHORITY

A. Local

1. Texas Government Code Section 418.108 Declaration of a local disaster
2. Texas Government Code Section 418.109 Authority to render mutual aid assistance.
3. Texas Government Code Section 418.185 Mandatory Evacuation

B. State

1. Texas Government Code, 418
2. Texas Government Code, 421

C. Federal

1. Robert T. Stafford Disaster Relief and Emergency Assistance Act
2. Homeland Security Presidential Directive 5: Management of Domestic Incidents
3. Presidential Policy Directive 8: National Preparedness

3.0 EXPLANATION OF TERMS

A. Acronyms

AAR	After-Action Report
AED	Automated External Defibrillators
EMC	Emergency Management Coordinator
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
HHSC	Health and Human Services Commission
HSEEP	Homeland Security Exercise and Evaluation Program
HSPD-5	Homeland Security Directive - 5
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
ILA	Inter Local Agreement
IP	Improvement Plan
MAA	Mutual Aid Agreement
MOU	Memorandum of Understanding
NRF	National Response Framework
NIMS	National Incident Management System
PBIS	Positive Behavioral Interventions and Supports
PIO	Public Information Officer
TDEM	Texas Division of Emergency Management
UC	Unified Command

B. Definitions

1. **Agreement:** An agreement can consist of a contract, MAA, ILA or MOU between the City and another entity.
2. **Drill:** A drill is typically operations based and designed to practice certain tasks or routines, such as a lock-down.
3. **Emergency:** Any incident that requires responsive action to protect life or property.
4. **Exercise:** An exercise is a hypothetical emergency scenario designed to encourage practical applications from lessons learned from drills such as a tabletop exercise.
5. **Function:** A function is a critical activity that needs to be accomplished during an incident.
6. **Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.
7. **Incident:** An occurrence, caused by either human action or natural phenomena that may bring about harm and may require action.
8. **Incident Action Plan:** An IAP formally documents incident goals, operational period objectives, and the response strategy defined by incident command during response planning.

9. **Incident Commander:** The IC has responsibility for the management of all emergency activities.
10. **Incident Command Post:** The ICP is the location where the primary functions are performed.
11. **Incident Command System:** ICS is the response infrastructure designed under the National Incident Management System to facilitate effective and efficient management of an incident.
12. **Incident Command System Forms:** These forms are intended for use as tools for the creation of Incident Action Plans (IAPs), for other incident management activities, and for support and documentation of ICS activities.
13. **Inter Local Agreement:** An interlocal agreement is a written contract between local government agencies such as a city, a county, a school board or a constitutional office.
14. **Mutual Aid Agreement:** An MAA commits parties to a mutually beneficial, cooperative agreement. The agreement is usually to provide staff, resources, and/or services during an emergency with the expectation of a future reciprocal exchange of comparable value, if needed.
15. **Memorandum of Understanding:** An MOU is a written agreement designed to ensure that needed resources are available.
16. **National Incident Management System:** NIMS coordinates emergency preparedness and incident management among various federal, state, and local agencies. NIMS provides a consistent nationwide approach for organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents regardless of cause, size, or complexity.
17. **National Response Framework:** NRF is a guide to how the nation will conduct all-hazards incident response including the development of policies, plans, and procedures governing how to effectively allocate and provide resources.
18. **President's Homeland Security Directive 5:** A presidential order that established a single, comprehensive national Incident Management System and requires all federal departments make adoption of the NIMS by state, tribal, and local organizations a condition for federal preparedness assistance through grants, contracts, and other activities.
19. **Texas Division of Emergency Management:** A state agency that coordinates with state and local governments to lessen the impact of emergencies and disasters.
20. **Unified Command:** The UC is a structure in which the role of the incident commander is shared by two or more individuals, having authority in a different responding agency.

4.0 SITUATION AND ASSUMPTIONS

A. Situation

Woodcreek is an incorporated type A general law city located in Hays County, Texas, at 30°1'39"N 98°06'48"W, with a 2020 population of 1,700. The average household income in Woodcreek is \$52,986 with a poverty rate of 2.5%. The median house value is \$288,200. The median age in Woodcreek is 53.3 years.

Emergency services are provided by Hays County Emergency Services City No. 4 - 111 Green Acres Drive, Wimberley, TX. 78676, (512) 847-3536.

City of Woodcreek Emergency Operations Plan

Emergency medical services are provided by Wimberley Emergency Medical Services (EMS) 220 Twilight Trail, Wimberley, TX. 78676 (512) 847-2526.

Public safety is provided by the **Hays County Sheriff's Department** 810 S. Stagecoach Trail, San Marcos, TX. 78666 (512) 393-7800 and **Hays County Constable, Precinct 3**, 200 Stillwater, Suite 106, Wimberley, TX. 78676 (512) 847-5532.

Emergency shelter is provided by **First Baptist Church Wimberley** 15951 Winters Mill Parkway, Wimberley, TX. 78676 (512) 847-9035 and **Barnabas Connection** 101 W. Spoke Hill Drive, Wimberley, TX. 78676 (512) 842-9674.

To provide an effective response to an emergency or incident, this plan may be activated in part or in whole, as necessary, by the Mayor and/or the designee.

The intent of this plan is to minimize or mitigate the effects of natural, technological, and human-caused hazards that may affect the city. There is 1 city building with city staff. outside of city limits, Wimberley ISO has 7 campuses, Wimberley Village Library has 1 facility and there are 3 assisted living facilities.

1. City Facilities

Name of Facility	Address	Number of Employees
City Hall	41 Champions Circle	3

2. School Campuses

Wimberley ISO has 1 administration building, 1 high school, 1 middle school, 1 auxiliary campus, and 1 athletic Stadium. In addition, Wimberley ISO has 3 campuses.

Name of Facility	Address	Number of Staff & Students
WISD Central Office	951 FM 2325	50
Wimberley High School	100 Carney Ln	830
Danforth Junior High	200 Texan Blvd	620
Texan Stadium	199 Texan Blvd	Unknown
Scudder Campus	400 Green Acres Dr	Unknown
Jacobs Well Elementary	3470 Ranch Road 12	535
Blue Hole Primary	15900 Winters Mill Pkwy	650
WISD Baseball / Softball Fields	290 Ballpark Rd	Unknown

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3. Wimberley Village Library

Name of Facility	Address	Number of Employees
Wimberley Village Library	400 FM 2325	40

4. Assisted Living Facilities within City Limits

Name of Facility	Address	Number of Employees
Alexis Pointe Senior Living	14390 Ranch Road 12	105
Symphony of Wimberley	501 FM 3237	56
Deer Creek of Wimberley	555 FM 3237	Unknown

5. Resources

The city has established inter local agreements (ILAs), memorandums of understanding (MOUs) and/or mutual aid agreements (MAAs) with agencies and businesses in the community to assure access to resources during an emergency incident. A list of current agreements and available resources can be found in the City Emergency Operations Plan Agreements Appendix. City Hazard Summary

6. City Hazard Summary

The city is exposed to many hazards. All the hazards listed in the table below have the potential for disrupting city operations. These identified hazards have been assessed by risk and likelihood and ranked accordingly.

Hazard Type	Probability* (See Below)	Severity of Impact on Public Health and Safety* (See Below)	Severity of Impact on Property* (See Below)
Natural Hazards			
Severe Weather	Possible	Limited	Critical
Flood	Highly Likely	Critical	Catastrophic
Wildfire	Likely	Critical	Critical
Tornado	Possible	Critical	Critical
Other			
Technological Hazards			
Power, Water Loss	Possible	Critical	Catastrophic
IT System Failure	Possible	Limited	Limited
Other			
Human-Caused Hazards			
Cyber Attack	Possible	Critical	Critical
Civil Unrest	Unlikely	Critical	Critical
Active Threat	Unlikely	Critical	Limited
* Probability:	Unlikely	Possible	Likely
* Severity of Impact:	Negligible	Limited	Critical

7. Assumptions

- a. The Emergency Operations Plan (EOP) is a framework that provides guidance and structure to support the city's mission to provide a safe environment that contributes to the quality of life.
- b. As every emergency incident is different, no single document can outline a specific chronology for response and recovery. Therefore, this plan is intended to reduce the effects of natural, technological, or human-caused incidents affecting infrastructure, safety, security, and health.
- c. The city does not have a police department, fire department or emergency medical services and therefore depends upon external emergency first responders for life safety and protection, including the services of law enforcement, fire, emergency medical and public health.
- d. An emergency incident could occur at any time and at any place. In many cases, dissemination of warning and implementation of increased readiness measures may be possible; however, some emergency situations occur with little or no warning.
- e. Action is required immediately to save lives and protect property. An incident (e.g., fire, gas main breakage) could occur at any time without warning and the employees of the city cannot, and should not, wait for directions from the administration.
- f. Outside assistance from fire rescue, law enforcement, and emergency managers will be available in most incidents. Because it takes time to request and dispatch external assistance, it is essential for the city staff to request assistance quickly.
- g. Rapid and appropriate response may reduce the number and severity of injuries.
- h. Proper mitigation and prevention actions, such as enforcing current building and fire codes, maintaining fire and health protocols, and conducting safety and security training, may help prevent or reduce incident-related losses.
- i. The City has limited personnel and will rely on external agencies for assistance. However, as emergency functions tend to parallel day-to-day functions, to the extent possible, the same city personnel and resources used daily will be employed during emergencies.
- j. Personnel and equipment may be limited, so some routine functions and activities that do not contribute to the emergency response may be suspended and/or redirected to accomplish emergency tasks.
- k. Personnel with special assignments, training, or capabilities may be asked to perform tasks other than their daily duties.

City of Woodcreek Emergency Operations

- l. Whenever possible, the city will provide public information and instructions prior to and during emergencies and will coordinate response and recovery with emergency managers and first responders.
- m. City staff are empowered to assess the seriousness of incidents and respond accordingly.
- n. The city regularly schedules emergency training for staff.
- o. Non-city entities who support the city, through written agreement or as identified in plans or guidelines are vetted through the city and authorized to work on its behalf. They may include local non-profit, volunteer, or faith-based organizations.
- p. During or after an incident, many of the products and services used to meet the daily needs of the city, and/or facilities may not be available. Alternate sources for products and services may be utilized.
- q. This plan is intended to provide guidance but does not imply performance guarantees. The city may deviate from the plan, as necessary.

5.0 CONCEPT OF OPERATIONS

A. City's Approach to Emergency Management

The city's multi-hazards emergency operations plan does not replace the responsibility of city staff to develop and test emergency processes. To the extent possible, the same personnel and resources used for day-to-day operations will transition to response operations. Because personnel and resources are limited, some routine day-to-day operations that do not support the response may be suspended. The personnel, equipment, and supplies that would typically be required for the suspended operations will be redirected to accomplish assigned roles and responsibilities.

The Mayor is responsible for overall emergency management planning for the city and may designate an individual to serve as the city's emergency management coordinator to support a strong emergency management program. The Mayor may also identify individuals whose responsibilities are to support the City's emergency management program and response.

The city formally utilizes the National Incident Management System (NIMS) in accordance with the President's Homeland Security Directive 5 (HSPD-5), Texas Governor's Executive Orders, and the National Response Framework (NRF).

NIMS is a multifaceted system that provides a national framework for preparing, preventing, responding to, and recovering from disasters. NIMS is a comprehensive approach to incident management that is applicable to all jurisdictional levels and across functional disciplines. This system is suitable across a wide range of incidents and hazard scenarios, regardless of size or complexity. NIMS provides a flexible framework for all phases of incident

City of Woodcreek Emergency Operations

management, as well as requirements for processes, procedures, and systems designed to improve interoperability. This plan, in accordance with the NRF, is an integral part of the national effort to prevent and reduce America's vulnerability to terrorism, major disasters, and other emergencies; to minimize damage and recover from attacks, major disasters, and other emergencies that occur. In the event of an Incident of National Significance, as defined in HSPD-5, NIMS allows for the integration of operations for all levels of government, the private sector, and nongovernmental organizations through the use of its coordinating structures, processes, and protocols.

B. Pre-Incident Actions

Upon receipt of a warning or the observation that an emergency situation is imminent or likely to occur, the City of Woodcreek will initiate actions to prepare for the incident. The purpose of these actions is to evaluate the seriousness of the threat and determine appropriate courses of action to protect life and property. This may include convening a Situation Assessment Team, a group of key City of Woodcreek officials to monitor the situation and take appropriate actions. It also may include alerting appropriate city staff and agencies, and, in some instances, alerting the public.

Events that may trigger pre-incident preparation and analysis activities include:

- A major hurricane.
- Weather forecast indicating a significant threat of severe weather and/or flooding.
- Receipt of a potential dam failure advisory.
- Likelihood of rolling blackout or other power failures.
- Notification of actual or threatened cyber events.
- Conditions conducive to wildland fires, such as the combination of high heat, strong winds, and low humidity.
- A potential major hazardous materials incident.
- A rapidly deteriorating international situation that could lead to an attack upon the United States.
- Information or circumstances indicating the potential for acts of terrorism, violence or civil disturbance.
- An unusual pattern of disease reporting.

C. Incident Command System (ICS)

The ICS in use today is an outgrowth of California's FIRESCOPE program that was developed in the 1970s to improve management of large wildfires. ICS was designed to provide a common management structure that would result in better decisions, more effective use of available resources, and clarification of "who is in charge?" ICS was specifically designed for incidents that involve many local, State, and Federal agencies and multiple political jurisdictions. The ICS is based on several important philosophical principles:

- ICS does not require individual agencies to relinquish their legal or basic operational responsibilities.
- Major emergencies result in a response from many organizations that may have overlapping jurisdictions and responsibilities. This historically results in conflict over "who is in charge?" ICS resolves this with the concept of Unified Command in which two or more agency officials can jointly manage an incident.

City of Woodcreek Emergency Operations

- ICS is an organizational system based on functions rather than by agency. This means that personnel from one department may be assigned to several organizational divisions, depending on their function in the emergency.
- ICS is a flexible system that permits all response agencies to anticipate and modify the management structure. This dramatically reduces the time and difficulty required to get organized.

D. City of Woodcreek Emergency Operations Plan Basic

Plan Levels of Organization Field Response

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. ICS is used to control and coordinate field-level response activities. ICS provides a standard organizational structure to facilitate coordination of multiple response organizations at the field level. During a field response operation, the EOC may or may not be activated, depending on the severity and type of incident. Generally, responders handle day-to-day activities using ICS without EOC support.

Local Government

Local governments include cities, counties, and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction. The local government emergency management organization and its relationship to the field response level may vary, depending upon factors related to geographical size, population, function, and complexity.

County

This term encompasses all political subdivisions located within the County, including special districts. The County manages and/or coordinates information, resources, and priorities among local governments within the County and serves as the coordination and communications link between the local government level and the regional level.

City of Woodcreek Emergency Operations

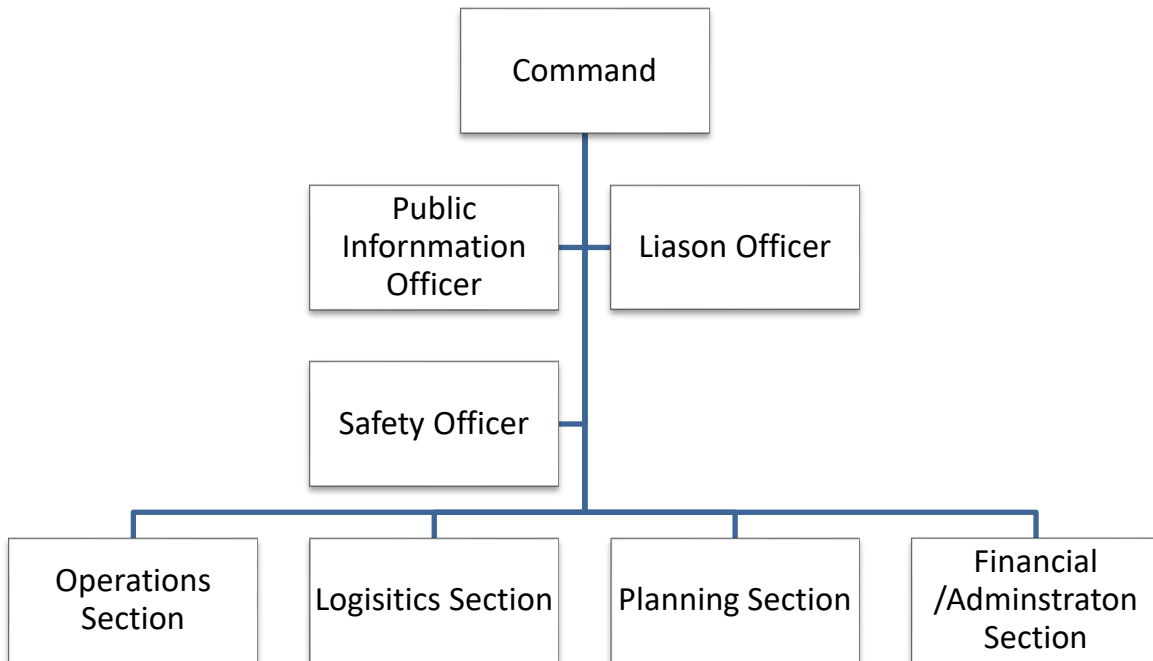
Region

The State of Texas is divided into 24 regional mutual aid jurisdictions, based upon existing Councils of Government regional boundaries. Woodcreek - Hays County is part of CAPCOG, a 10- county region that includes Travis, Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, and Williamson Counties.



The regional level manages and coordinates information and resources among the local governments and counties within the 10-county area. The regional level also coordinates overall State agency support for emergency response activities within the region.

E. ICS Functional Areas



City of Woodcreek Emergency Operations

F. Authority of the Mayor

The Texas Disaster Act places overall responsibility for the management of local disasters with the Mayor, as the presiding officer of the City Council.

The Texas Government Code provides a means for the Mayor to exercise certain powers and request State assistance following a Declaration of Local Disaster. The final decision rests with the Mayor as the chief elected official.

The Texas Government Code also provides a means by which the Mayor may request the declaration of a State of Emergency. TDEM and the City Secretary will be given copies whenever the Mayor decides to execute either order.

Additionally, the Mayor has an important communications role before, during, and after an emergency. Complementing the communications efforts of the Public Information Officer (PIO), the public and community often look to the Mayor.

The Mayor has important statutory emergency authority and responsibilities following the issuance of a Declaration of Disaster. To execute these formal and informal responsibilities, the Mayor will be kept informed and in the loop, in real time, during emergency identification, preparation, response, and recovery. This will be achieved as shown in the notification sequence of this plan. Additional situational awareness will be provided through personal briefings, as well as monitoring of conference calls and observation of EOC activities.

The Executive Order of the Governor Relating to Emergency Management provides that the Mayor may, when a State of Local Disaster has been declared, exercise similar powers on an appropriate local scale as have been granted to the Governor in the Disaster Act. A Disaster Declaration is also required when seeking State or Federal assistance, including a Presidential Disaster Declaration.

A Disaster Declaration provides the Mayor with additional powers. These powers include, but are not limited to, the following:

- Temporarily suspending the provisions of any City statute prescribing the procedures for conduct of City business or the orders or rules of a City Department if strict compliance with the provisions, orders, or rules would in any way hinder, prevent, or delay necessary action in coping with a disaster.
- Using all available resources of City government that are necessary to cope with the disaster.
- Temporarily reassigning resources, personnel, or functions of City Departments or their units for the purpose of facilitating emergency services
- Commandeering or using any private property needed to cope with the disaster, subject to compensation requirements.
- Ordering evacuation of all or part of the population from a stricken or threatened area.
- Controlling ingress and egress to and from a disaster area
- Purchasing, leasing, or otherwise acquiring temporary housing units to be occupied by disaster victims.

City of Woodcreek Emergency Operations

When the Mayor makes a Declaration of Local Disaster and exercises the above powers, the City Administrator will execute the orders as directed by the Mayor.

G. State of Emergency

To deal with issues of civil unrest, the Mayor may request the Governor declare a State of Emergency. The Governor may proclaim a State of Emergency and issue directives to control and terminate the emergency and protect life and property. Directives issued by the Governor for a State of Emergency expire 72 hours after issuance; however, successive States of Emergency may be declared by the Governor.

In most cases, a Disaster Declaration is more appropriate for responding to natural or technological emergencies. An emergency declaration may be appropriate for security-related incidents where local law enforcement resources are insufficient to handle the situation.

H. City Administrator

The City Administrator is responsible for the City of Woodcreek Emergency Management Program and coordinates emergency preparedness and response activities for the City as required by local and state law. Emergency Management provides the means for command, control, and communications for multiple agencies and departments that respond to an event or a crisis. The City Administrator may lead the response to an incident; but typically provides technical and logistical support to on-scene command and assists with the management of the overall City response.

The City Administrator assists in the comprehensive development of policies, plans, and procedures to protect life and property. This may be achieved by bringing key players and stakeholders together to develop plans, preparedness activities, and response strategies. Although the City Administrator acts as a facilitator for the development of emergency planning, they also create a number of strategic plans and coordinates emergency planning as required by state law. The EOP is one of these documents. The City Administrator performs a number of other activities that enhance the City's readiness and response, including:

- Coordinating all phases of development and distribution of the EOP and related Appendices.
- Establishing liaisons with County, State, Federal, and other emergency planning, response, and relief agencies, including non-governmental organizations, public and private.
- Ensuring proper operation of the Woodcreek warning system.
- Disseminating information on emergency preparedness to the public.
- Maintaining the draft text of "emergency proclamations orders" and "ordinances", in coordination with the City Attorney.
- Coordinating the development and execution of City-wide disaster exercises and other drills. Conducting exercise critiques and monitoring the follow up of recommendations for improved actions.
- Monitoring City compliance with all applicable Federal and State statutes, regulations, and rules.
- Monitoring severe weather and other hazardous conditions.
- Evaluating weather conditions and projecting the impact on both the public and basic City services.

City of Woodcreek Emergency Operations

- Coordinating advisories with the National Weather Service Office and other emergency response agencies.
- Contacting the Wimberley Fire Rescue, Hays County Sheriff's Office, Emergency Medical Services (EMS), and other appropriate agencies when potentially severe weather is observed, or a hazardous condition report is received.
- Coordinating with the City Public Information Office to issue public warnings and emergency preparedness and response information through the news media.
- Supporting the Incident Command Post (ICP) by:
 - Providing technical information;
 - Establishing emergency shelters;
 - Disseminating emergency information to the public;
 - Notifying State agencies and City departments as needed.
- Providing advice on emergency-related issues to stakeholders.
- Assisting in incident documentation for historical and post-incident evaluation purposes.
- Designating marshaling locations for volunteer help and mutual aid forces.

I. Personnel

Emergencies may involve an extended period of rescue, clean up, and damage assessment, which means that personnel may be doing strenuous work for extremely long hours. Supervisors should refer their questions about employees' work hours to the City of Woodcreek Employee Personnel Policy Manual.

- Callback of emergency response and/or recovery personnel.
- Communicating with employees who are not directly involved in emergency response or recovery.
- Coordinating, during emergencies, the use of personnel for jobs other than their normal assignments.
- Coordinating the use of temporary outside or loaned personnel from other organizations to assist with emergency response and recovery.
- Providing cash for emergency expenditures and payroll for emergency response and recovery personnel.
- Adjusting shift scheduling as needed.
- Providing regular, scheduled rest and relief for emergency response and recovery personnel.

6.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Mayor: Following the Declaration of Local Disaster, the Mayor provides direction to the City Administrator to execute his/her orders. The Mayor represents the City of Woodcreek government with elected officials as well as County, State, and Federal agencies. The Mayor will provide regular updates to members of City Council and other elected officials.

B. City Administrator:

Prior to a Declaration of Local Disaster

- Directs City Departments in response to and recovery from emergencies.
- Coordinates with Wimberley Fire Rescue, EMS, the Hays County Sheriff's Office, Emergency Dispatch, and other emergency response agencies both public and private to assist in preparation.
- Advise Mayor and City Council on preparedness and courses of action

City of Woodcreek Emergency Operations

After a Declaration of Local Disaster

- Advises the Mayor on courses of action. Executes orders as directed by the Mayor. Exercises operational control of all City of Woodcreek government activities.
- C. City Attorney:** Provides legal and liability counsel to the Mayor and city council.
- D. City Secretary:** Ensures all declarations and other related documents are properly recorded. Completes press releases and other forms of public communication. Acts as the public information officer for the city.
- E. Public Works Supervisor:** Leads the public works response and leads wastewater restoration activities. Ensures all dangerous public roadways are closed.
- F. Wimberley Fire Rescue:** Leads fire and rescue activities and provides guidance to the city.
- G. Wimberley EMS:** Leads emergency ambulance services involving management of issues related to pre-hospital patient care, including mass casualty incidents, and provides guidance to the city.
- H. Hays County:** County responsible for directing and coordinating emergency management and homeland security programs to prevent/mitigate, prepare for, respond to, and recover from emergencies and disasters.
- I. Sheriff, Hays County Sheriff's Office:** Coordinates the law enforcement response and provides guidance to the city.
- J. Aqua Water:** Leads water restoration activities and provides guidance to the city.
- K. Pedernales Electric Cooperative:** Leads power restoration activities and provides guidance to the city.
- L. Waste Connections:** Leads trash collection and debris removal effort. Provides temporary restroom and shower facilities as requested.
- M. Wimberley Valley Radio:** Assists with emergency communications for the public including early warning alerts and information following an emergency event.
- N. Superintendent of Wimberley Independent School City:** Leads the school response and provides guidance to the city.
- O. Non-profit Community Resources / Partners:** Assists with disaster response by providing food, water, and shelter. Acts as a conduit for additional resources.
- P. City of Woodcreek:** Neighboring municipality.

7.0 COMMUNICATIONS AND LOGISTICS

A. Warning System

Primary Warning System

The City of Woodcreek considers the media and radio to be the primary means of communicating warning, emergency public information and public information to the public at all stages of a disaster. Information is disseminated to the media, radio, and via social media accounts. This may be supplemented by media advisories, media releases, interviews with spokespersons and press conferences, as appropriate to the incident. The broadcast media, accessed through social media, is the primary system for disseminating warning and emergency information to the public. Additionally, the public may receive this information directly from the city via social media or the city's website.

Secondary Warning System

City of Woodcreek Alerts is designed to provide 24-hour-a-day emergency notifications via text message and email to those who choose to sign up through the city's website.

A. Mutual Aid Agreements

The City supplements its resources with mutual aid agreements (also known as interlocal agreements). These agreements, in which the parties agree to assist each other in disasters, can be made with neighboring jurisdictions (i.e. Hays County and neighboring towns), or can be made with private emergency response teams. Mutual aid agreements are legal documents, signed by heads of the government (or of the private organizations), stating the participating entities' agreement to assist one another in disaster situations.

These agreements may typically include things such as:

- Authority to operate in another jurisdiction.
- Provision of resources and services.
- Compensation for workers.
- Clarification of legal liability.
- Specification of who will command operations involving mutual aid.
- Specification of who will declare States of Disaster.
- Specification of who will administer resources received from third parties.
- Specification of who will provide benefits to those injured or killed while rendering aid.

B. Non-Profit Relief Organizations

Another source of outside assistance is private relief organizations, such as Barnabas Connection, the Salvation Army, charitable organizations, civic organizations, service organizations, and church groups. These organizations may assist in many ways, including the distribution of food, medicine, and supplies, the provision of emergency shelter, and the restoration of community services. They also provide significant individual assistance in the aftermath of disasters such as floods, fires, or tornadoes.

C. Regional Assistance

City of Woodcreek Emergency Operations

Cities routinely engage in mutual aid agreements with sister organizations from within or near Hays County. However, the process for the request and deployment of regional assets that are not covered in existing mutual aid agreements is outlined in the Capital Area Regional Response Plan. This plan covers regional assets in the 10 county CAPCOG region. All inbound and outbound requests for regionally available or required resources will be processed through the Capital Area Regional Response Plan.

D. State Assistance

When local and regional resources are not sufficient to cope with a disaster or emergency, the city administrator will contact the Mayor. At the direction of the Mayor, the city administrator will formally request assistance from the DPS Disaster City 12 Commander.

If the request is beyond the capabilities of the local Disaster City, the Disaster City Chairperson (DOC) will forward the request to the State Operations Center (SOC). The SOC reports to the Governor and is staffed 24-7-365 by the TDEM.

E. Federal Assistance

If the situation is beyond the capabilities of the State, the Governor will request that the President declare Hays County a major disaster area and make available the resources provided for under Public Law 93-288, as amended by the Stafford Disaster Relief and Emergency Assistance Act of 1988.

FEMA coordinates the provision of Federal assistance which can come either in the form of resources (personnel and equipment) or money for affected citizens, municipalities, or both. Monetary reimbursement usually comes after a Disaster Declaration. Resource requests must be channeled through the State and usually come after local and State resources are exhausted or not available.

F. Recovery

Recovery activities involve the restoration of services to the public and returning the affected area(s) to pre-emergency conditions. Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat. Recovery activities may reflect the continuation of the response phase activities (i.e., restoration of utilities), or they may include new activities, wholly enacted as a part of the recovery process, after the disaster has abated (i.e., removal of debris after a flood).

Examples of recovery activities include:

- Coordinating restoration of utilities.
- Coordinating debris management.
- Coordinating individual assistance programs.
- Providing long-term recovery housing to displaced victims.
- Applying for State and Federal assistance programs.
- Conducting hazard mitigation analyses including review and update of city codes as necessary.
- Identifying residual hazards.
- Determining and recovering costs associated with response and recovery.
- Monitoring restoration activities.
- Establishing emergency index codes for cost tracking purposes

City of Woodcreek Emergency Operations

G. Joint Information Center (JIC)

The various PIOs of all the agencies involved in an incident should coordinate their efforts by establishing a JIC. In emergencies, it is critical that all public information be accurate, complete, and consistent. Through an integrated JIC, media information among the various agencies and the EOC can be coordinated into unified media briefings and releases. Receiving clear, accurate information provides greater opportunity for the public to prepare, withstand, and recover from an emergency.

Some of the public information services coordinated by the JIC include the following:

- News briefings and conferences.
- Background data to news media.
- Spokespersons to elaborate on and explain the event.
- An information center the public can contact regarding the emergency.

8.0 ACTIONS BY PHASES OF EMERGENCY MANAGEMENT

A. The City has identified the following actions for all phases of emergency management.

1. Mitigation Actions

Mitigation actions include activities to reduce the loss of life and property from natural, technological, and human-caused hazards by avoiding or lessening the impact of an incident and providing value to the public by creating safer communities. Mitigation actions address the cycle of disaster damage, reconstruction, and repetitive damages. These actions will have long-term sustained effects.

2. Prevention Actions

Prevention actions include activities to avoid an incident or to intervene to stop an incident from occurring. Prevention involves activities to protect lives and property.

3. Preparedness

Preparedness actions include a continuous cycle of planning, organization, training, equipping, exercising, evaluation, and taking corrective action to ensure effective coordination during incident response.

4. Response

Response actions include activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response includes the execution of emergency operations plans.

5. Recovery

Recovery actions include activities that address both short-term and long-term efforts for rebuilding and revitalization of the City.

City of Woodcreek Emergency Operations

9.0 LEVELS OF EMERGENCY

The City Administrator or designee is responsible for determining appropriate readiness levels based on current conditions effecting the city.

- **Level 7:** Normal Conditions (Regular city operations are unaffected.)

The normal operational status of government. The impacts of potential threats that occur are minimal and are capable of being handled by the normal operations of the City. They do not require governmental coordination beyond what occurs on a day-to-day basis.

EOC	•Not Activated
City Declaration of Local disaster	•Not Appropriate
Legal	•Normal Operations

Sample Event Triggers:

- Daily operations

Corresponding Alert Levels:

FEMA Incident Complexity Type 4 & 5 (Daily incidents)

- **Level 6:** Potential Threat Increased Readiness (Regular city operations are affected slightly.)

The initial detection and monitoring stage of an event occurring or anticipated to occur that has the potential to have a significant impact on City operations or the community. Assessment is made to determine the hazard(s), timing, and impact on the delivery of City services and to the general public.

Command and Control:	<ul style="list-style-type: none"> •Alert staff, determine personnel availability, update EOC staff call lists. • Consider situation briefings for senior staff.
EOC:	• Not activated
City Declaration of Local Disaster:	• Not appropriate
Legal:	• As appropriate to the event, the City Attorney will review the potential Emergency situation

Sample Event Triggers:

- National Weather Service places Woodcreek within the medium risk category.
- Severe Thunderstorm Watch
- Flood/Flash Flood Watch

City of Woodcreek Emergency Operations

- Any tropical storm with a forecast track hitting the Central Texas coast within the next 72 hours.
- Any category of hurricane entering the Gulf of Mexico.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 4 &5 (Daily Incidents)
- **Level 5:** Likely Threat (Regular city operations experience some level of disruption.)

The initial alert stage of an event occurring or anticipated to occur. City staff is notified of developing, near-term threats which could significantly impact City operations and/or will likely result in the need for multi-agency coordination.

Preparedness actions may include holding coordination meetings or conference calls among key response and recovery stakeholders. Actions may also include assembly of a Situation Assessment Team to make a more comprehensive threat assessment. This assessment team may work from the EOC or offsite. Individual departments may enact internal preparedness and readiness plans or take actions based upon the threat and its impact.

Command and Control:	<ul style="list-style-type: none"> • Update EOC staffing requirements based on threat. • Determine specific EOC staff assignments and alert staff. • Monitor potential emergency situation and determine possible impact areas. • Update maps, charts, displays, and resource data. • Consider the need coordination conference calls. • Notify the Mayor.
EOC:	<ul style="list-style-type: none"> • Maybe used by Situation Assessment Team.
City Declaration of Local Disaster:	<ul style="list-style-type: none"> • Not appropriate
Legal:	<ul style="list-style-type: none"> • The City Attorney will designate the personnel on call for emergency duty.

Sample Event Triggers:

- National Weather Service places Woodcreek within the high-risk category.
- Adverse weather associated with an approaching weather system that is likely to have a significant impact on the city.
- Any winter weather watch.
- ERCOT enacts a level 1 emergency of the Emergency Electric Curtailment Plan.
- A Category 1-3 hurricane, either forecasted or actual, having the potential to

City of Woodcreek Emergency Operations

- impact the Texas coast within the next 120 hours.
- Corresponding Alert Levels:
- FEMA Incident Complexity Type 4 &5 {Daily Incidents)

- **Level 4:** Limited or Pre-Planned Event {Regular city operations experience an elevated level of disruption.)

An event or stage of an event that requires multi-agency coordination beyond that which occurs on a day-to-day basis among agencies.

The EOC may be activated and staffed by the involved agencies. If not activated, coordination will take place electronically.

The event must meet one or more of the following criteria:

- Support is needed to provide the coordination of resources and/or other assistance to an event that is being managed.
- Support is needed for a short-duration, multi-agency event that involves coordination of local resources and/or joint information.
- Support is needed for the multi-agency coordination of a pre-planned event.
- Other than pre-planned events, the time span of operations in these events is typically, less than 24 hours.

Activities typically involve one or more of the following elements:

- Interagency coordination;
- Joint information coordination;
- Acquisition of locally obtainable resources or a limited number of regional and/or State resources.

Command and Control:	<ul style="list-style-type: none"> • Consider situation briefings for EOC and city staff, including conference calls. • Consider partial activation of EOC if this has not already been accomplished. • Check status of Alternate EOC if needed. • Notify and brief the Mayor • Provide updates as appropriate to situation.
EOC:	•Maybe activated
City Declaration of Local Disaster:	• Not likely
Legal:	• The City Attorney will be prepared to respond if called.

City of Woodcreek Emergency Operations

Sample Event Triggers:

- A Mass Casualty Incident (MCI) event.
- Any aircraft crash that involves a cargo jet or any type of military aircraft.
- Evacuation involving less than 100 persons that requires the establishment of a shelter.
- Rain and flooding with low water crossing closures, with limited impact on residences and businesses.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3
- **Level 3:** Significant Event (Regular city operations experience a significant level of disruption.)

An event or stage of an event that will require extensive multi-agency coordination and/or involve multiple operational periods. The bulk of required resources are obtained through local means; however, additional regional or State resources may be requested.

Command and Control:	<ul style="list-style-type: none"> • Summon EOC staff and activate the EOC. • Monitor situation. • Update maps, charts, displays, and resource lists. • Arrange for food service in the EOC if needed. • Determine possible hazard impact areas and potential hazard effects. • Conduct briefings for staff and EOC staff. • Formulate and implement precautionary measures to protect the public. • Coordinate with adjacent jurisdictions that may be affected. • Notify, brief, and include or copy the Mayor on related communications in real time.
EOC:	• Activated
City Declaration of Local Disaster:	• Possible
Legal:	• The designated on-call legal services representative will proceed to the EOC if requested.

City of Woodcreek Emergency Operations

	<ul style="list-style-type: none"> • Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.
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Sample Event Triggers:

- ERCOT enacts a Level 2 Emergency of the Emergency Electric Curtailment Plan.
- Evacuation involving more than 100 persons that requires the establishment of one or more shelters.
- Flooding with significant or widespread residential and business impact.
- Full activation of the Capital Area Shelter Hub Plan due to a major hurricane or other large event.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3

- **Level 2: Major (Disaster Event)**

An event or stage of an event, either anticipated or actual, where response actions will likely exceed the resource capabilities of the City of Woodcreek and Hays County. Response activities usually will occur over a period of days. Recovery actions may last over a period of weeks or months.

Command and Control:	• Ongoing Actions.
EOC:	• Activated
City Declaration of Local Disaster:	• Likely
Legal:	<ul style="list-style-type: none"> • The designated on-call legal services representative will proceed to the EOC if requested. • Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.

Sample Event Triggers:

- Any aircraft crash involving a commercial passenger aircraft that results in activation of the Interagency Aircraft Response Plan.
- EMS MCI Type 2 or Type 1 event.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 3 or 2

City of Woodcreek Emergency Operations

• **Level 1: Catastrophic Event (Large-scale disruption)**

An event or stage of an event, either anticipated or actual, where response actions will exhaust local and regional resource capabilities. Response actions will take place for a week or longer. Recovery actions will continue for a period of months or even years.

Command and Control:	• Continue actions.
EOC:	• Activated
City Declaration of Local Disaster:	• Yes
Legal:	<ul style="list-style-type: none"> • The designated on-call legal services representative will proceed to the EOC if requested. • Senior City Officials will be briefed on the legal ramifications, if any, of the emergency situation.

Sample Event Triggers:

- An incident involving the widespread deployment of a WMD agent.
- An incident with widespread major damage and impact that cannot be resolved with local and regional resources.

Corresponding Alert Levels:

- FEMA Incident Complexity Type 2 or 1

10. DIRECTORY (CALL 911 FOR AN EMERGENCY)

Organization	Address	Phone
City of Wimberley	221 Stillwater, Wimberley, TX. 78676	(512) 847-0025
City of Woodcreek	41 Champions Circle, Wimberley, TX. 78676	(512) 847-9390
Wimberley Fire Rescue	111 Green Acres Drive Wimberley, TX. 78676	(512) 847-3536
Wimberley EMS	220 Twilight Trail, Wimberley, TX. 78676	(512) 847-2526
Hays County Emergency Management	810 S. Stagecoach Trail, San Marcos, TX. 78666	(512) 393-7301
Hays County Transportation Department	2171 Yarrington Road, Kyle, TX. 78640	(512) 393-7385
Hays County Sheriff's Office	810 S. Stagecoach Trail,	(512) 393-7800
Hays County Sheriff's Dispatch	Non-Emergency	(512) 393-7896
Hays County Constable Precinct 3	200 Stillwater, Wimberley, TX. 78676	(512) 847-5532
Wimberley Water Supply	110 La Pais Drive. Wimberley, TX. 78676	(512) 847-2323
Aqua America	Wastewater	(877) 987-2782

City of Woodcreek Emergency Operations

Pedernales Electric (PEC)	1810 FM 150 W. Kyle, TX. 78640	(512) 262-2161 (888) 883-3379
Texas Disposal Systems	3606 FM 1327 Creedmoor, TX. 78610	(855) 220-2592
Wimberley Valley Radio	111 Old Kyle Road, Wimberley, TX. 78676	(512) 722-3266
Wimberley Independent School City	951 FM 2325, Wimberley, TX. 78676	(512) 847-2414
First Baptist Church Wimberley	15951 Winters Mill Parkway, Wimberley, TX. 78676	(512) 847-9035
Barnabas Connection	101 W. Spoke Hill Drive, Wimberley, TX. 78676	(512) 842-9674
Alexis Pointe	14390 Ranch Road 12, Wimberley, TX. 78676	(512) 842-4152
Symphony of Wimberley	501 FM 3237, Wimberley, TX. 78676	(512) 243-5852
Deer Creek of Wimberley	555 FM 3237, Wimberley, TX. 78676	(512) 847-5540
Texas Division of Emergency Management (TDEM)	1033 La Posada Drive, Wimberley, TX. 78752	(512) 424-2208 DC12: (512) 956- 3343

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11. APPENDICES TO THE EMERGENCY OPERATIONS PLAN

Appendix 1: City's Agreements

Appendix 2: City Review/ Audit Records

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Report on City Business

AGENDA ITEM SUMMARY:

Updated Communication Policy (Mr. Gordon and Mr. Rule)

STR regulations and permit (Mr. Gordon and staff)

Update on the Status of the Creation of Social Media Accounts for the City (Mr. Rule)

Update on the Status of the Pending Business list (staff)

Budget Amendment (Mr. Rule)

FINANCIAL IMPACT:

none

SUBMITTED BY:

Debra Hines

AGENDA TYPE:

Report From City Body Liaison or Staff

COMPLETION TIME:

5/4/2023 8:07:31 AM

**CITY OF WOODCREEK, TEXAS
ORDINANCE 2023-___-**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS, AMENDING THROUGH ADDITION SECTIONS 30.13, 30.14, AND 30.16 OF THE CODE OF ORDINANCES FOR THE PURPOSE OF CLARIFYING THE CITY COUNCIL’S PREFERRED COMMUNICATION POLICIES AND PROCEDURES WITH CITY STAFF, OFFICERS AND CONSULTANTS; PROVIDING FOR THE REPEAL OF ANY CONFLICTING ORDINANCES OR CODE PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.

WHEREAS, the City Council of the City of Woodcreek desires to provide for a formal set of policies governing City Councilmember communications with members of City volunteer committees/boards, City staff, officers, and consultants;

WHEREAS, the City Council finds that a coordinated communications policy with the office of the City Manager as the hub, with spokes of communication involving members of the governing body, committee/commission members, staff, and/or consultants to be organized and facilitated to ensure the timely performance of required duties; and

WHEREAS, the City Council finds it to be in the best interest of the City to implement such a policy through the additions and amendments to the City’s Code of Ordinances, which are reasonable, necessary, and proper for the good governance of the City of Woodcreek.

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

Section 1: The above and foregoing recitations are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2: The City Council does hereby approve and adopt the proposed amendments to the Code of Ordinances for the City of Woodcreek to amend Sections 30.13, 30.14, and 30.15 to reflect a clarified communications policy as attached hereto and incorporated as Exhibit “A” for all purposes.

Section 3: This Ordinance shall be effective immediately upon its approval and passage.

PASSED AND APPROVED this, the 24th day of May, 2023, on a vote of the City Council of Woodcreek, Texas of _____ AYES, _____ NAYS and _____ ABSTAINS.

**CITY OF WOODCREEK, TEXAS
ORDINANCE 2023-__-__ (cont).**

City of Woodcreek, Texas:

By: _____
Jeff Rasco, Mayor

Attest:

By: _____
Suzanne MacKenzie, City Secretary

Approved as to Form:

By: _____
Roger Gordon, City Attorney

DRAFT

§ 30.13 GOVERNING BODY.

- (A) *Governing body.* The governing body consists of a Mayor and five Aldermen who are elected by the qualified voters of the municipality. The terms of office of the Mayor and Council Member of the city shall be two-year staggered terms of office, and until successors have qualified.
- (B) *Mayor—Powers and duties.* The Mayor shall have all powers and duties explicitly conferred upon them by Tex. Local Gov't. Code, §§ 22.037, 22.038, 22.042, and 102., but shall have no implied powers unless specifically granted to them by state statute or the City Council by resolution or ordinance.
- (C) *Councilmember Communications.* The Municipal (City) Manager shall be the designated communications officer for the express purpose of communications between the Governing Body, as a whole or individually, and members of City Committees/Commissions, City Staff and/or Consultants, such that all communications intended from one to the other shall be routed through the office of the Municipal Manager for proper distribution and management.

The Mayor is the Chief Executive Officer of the municipality. The Mayor shall at all times actively ensure that the laws and ordinances of the municipality are properly carried out. The Mayor shall perform the duties and exercise the powers prescribed by the governing body of the municipality.

The Mayor shall inspect the conduct of each subordinate municipal officer and shall cause any negligence, carelessness, or other violation of duty to be prosecuted and punished.

The Mayor shall give to the governing body any information, and shall recommend to the governing body any measure, that relates to improving the finances, police, health, security, cleanliness, comfort, ornament, or good government of the municipality.

The Mayor may administer oaths of office.

In the event of a riot or unlawful assembly or to preserve the peace and good order in the municipality, the Mayor may order and enforce the closing of a theater, ballroom, or other place of recreation or entertainment, or a public room or building and may order the arrest of a person who violates a state law or a municipal ordinance in the presence of the Mayor.

The Mayor shall preside at all meetings of the governing body of the municipality and, except in elections, may vote only if there is a tie.

The Mayor is generally recognized as the ceremonial and governmental head of the City for most purposes.

The Mayor may call a Special Council meeting on the Mayor's own motion and shall call a Special Council meeting on the application of three Council Members. Each member of the governing body, the secretary, and the municipal attorney must be notified of the Special Council meeting. The notice may be given personally or left at the person's usual place of residence.

The Mayor shall allow a Council Member to add items to a Regular Council meeting agenda.

A Mayor may add items to a Special Council meeting agenda in which they called, and may add items to any Regular Council meeting agenda.

The Mayor's primary function is to carry out the legislative responsibilities they share with other members of Council: identifying the needs of the City, developing programs to satisfy those needs, and evaluating the extent to which municipal services reflect the policy goals of the Council.

The Mayor shall not have the power to expend funds of the City, sign agreements binding the City, or otherwise take any other action on behalf of the City without the express approval of the City Council.

The Mayor is hereby expressly authorized to expend funds in the daily operation of the City as they relate to payroll and accounts payable consistent with the approved annual budget, as it may be amended from time to time by the City Council.

In support of Council, the Mayor may create additional duties assigned to city staff.

Nothing in this Section is intended to alter the authority of the Mayor Pro Tempore under Tex. Local Gov't. Code, § 22.037 "if the Mayor fails, is unable, or refuses to act."

- (C) *Mayor pro tempore.* At each new governing body's first meeting or as soon as practicable, the governing body shall elect one alderman to serve as president pro tempore for a term of one year. If the Mayor fails, is unable, or refuses to act, the president pro tempore shall perform the Mayor's duties and is entitled to receive the fees and compensation prescribed for the Mayor. If the Mayor and the president pro tempore are absent, any alderman may be appointed to preside at the meeting.
- (D) *Council Members—Powers and Duties.* Council Members shall have all powers and duties explicitly conferred upon them by Tex. Local Gov't. Code, §§ 22.037, 22.038, 22.042, 22.071, 22.072 and 102., but shall have no implied powers unless specifically granted to them by state statute.

Council Members may add items to the Regular Council meeting agenda, and may add items to a Special Council meeting agenda in which they called.

The governing body of the municipality shall meet at the time and place determined by a resolution adopted by the governing body.

The governing body shall determine the rules of its proceedings and may compel the attendance of absent members and punish them for disorderly conduct.

A Council Member shall be fined \$3.00 for each meeting that the Council Member fails to attend unless the absence is caused by the Council Member's illness or the illness of a family member.

Council may describe by resolution or ordinance the duties and powers of the Mayor, not otherwise granted to that position by State Statute.

The governing body by ordinance shall provide for the election or appointment of other municipal officers.

The governing body may confer on other municipal officers the powers and duties of an officer.

The governing body may prescribe the powers and duties of a municipal officer appointed or elected to an office under Chapter 22 whose duties are not specified under that code.

Council Members are the city's legislators. Their primary duty is policy making, which includes identifying the needs of local residents, formulating programs to meet the changing requirements of the community, and measuring the effectiveness of ongoing municipal services. Council Members provide direction and leadership, deciding what needs to be done and planning for the future of the City and its residents.

Council Members also perform the following duties as the governing body:

- (1) *Regulator*—The Council exercises regulatory powers over the conduct and property of its citizens. It has the power to declare certain conduct to be criminal, to require that certain businesses and activities be licensed, and to tell property owners how and for what purposes they may use their property.
- (2) *Financier*—The Council may levy taxes, assess fees and charges, and sell bonds in order to finance the many functions of the city government. The council also has to budget the expenditure of the city's funds.
- (3) *Employer*—The Council is responsible for all of the city's employees, and looks to the City Manager and Mayor to see that they perform their duties effectively and professionally.

(Ord. No. 20-287 , § II, 11-10-2020; Ord. No. 22-305 , 3-9-2022)

§ 30.14 OTHER MUNICIPAL OFFICERS.

- (A) *Other municipal officers.* In addition to the members of the governing body of the municipality, the other officers of the municipality are the Secretary, Treasurer, Assessor and Collector, Municipal Attorney, Marshal, Municipal Engineer, and any other officers or agents authorized by the governing body.
- (B) *Appointment of other municipal officers.* If a vacancy exists in any office created herein, the Mayor or acting Mayor shall appoint a person to fill the vacancy, subject to confirmation by the governing body.
- (C) *Removal of other municipal officers.* Other municipal officers serve at the pleasure of the governing body. The governing body of the municipality may remove a municipal officer for incompetency, corruption, misconduct, or malfeasance in office after providing the officer with due notice and an opportunity to be heard. If the governing body lacks confidence in a municipal officer appointed by the governing body, the governing body may remove the officer at any time. The removal is effective only if two-thirds of the elected aldermen vote in favor of a resolution declaring the lack of confidence.
- (D) *Annual Review.* All other municipal officers shall be subject to an annual review, at which all such municipal officers may be considered for removal subject to section 30.14(c).
- (E) *Powers and duties of other municipal officers; bond.* The governing body of the municipality may require municipal officers whose duties are set forth herein (or otherwise established by Texas law) to perform additional duties. The governing body may require a municipal officer to execute a bond payable to the municipality and conditioned that the officer will faithfully perform the duties of the office.
- (F) *Communications.* The Municipal (City) Manager shall be the designated communications officer for the express purpose of communications between the Governing Body, as a whole or individually, and any City Committees/Commissions, Municipal Officers, such that all communications intended from one to the other shall be routed through the office of the Municipal (City) Manager for proper distribution.

(Ord. No. 20-287 , § II, 11-10-2020; Ord. No. 22-305 , 3-9-2022)

§ 30.15 MUNICIPAL MANAGER/ADMINISTRATOR.

- (A) *Office of Municipal Manager/Administrator.* The Office of Municipal Manager/Administrator is created and shall receive such compensation as may be fixed by the Council.
- (B) *Powers and Duties of Municipal Manager/Administrator.*
 - (1) The Municipal Manager/Administrator, who shall be referred to as the City Manager, shall be the Chief Administrative Officer of Woodcreek and shall be responsible to the governing body for the proper administration of the affairs Woodcreek not otherwise delegated to other Officers. To that end, the City Manager shall have the authority, duty and responsibility as required to carry out the following responsibilities and any others that may be assigned by the governing body, from time to time.
 - (2) The City Manager shall:
 - (a) Establish and maintain effective working relationships with the governing body, municipal officers, and municipal employees.
 - (b) Provide the governing body with pertinent information regarding the administration of all City departments and City activities, and make recommendations to the City Council for the administration and management of the City.

- (c) Work with the governing body to develop and implement short- and long-range plans for the City's growth, including strategic and comprehensive plans.
- (d) Complete all tasks generally assigned to the City Manager and working closely with City staff to develop, present, implement, administer and coordinate all of the following: (a) coordinate with the City Secretary and oversee elections; (b) serve as a liaison between vendors and Council; (d) assist the City Secretary with planning, zoning and permitting; (e) manage and oversee the City's website.
- (e) Prepare job descriptions for approval by the City Council; delegate duties to the officers and employees of the City; supervise the day-to-day operations (including supervising and inspecting the conduct of all subordinate officers employees and causing all negligence, carelessness and violations of duty by the employees and officers to be given appropriate consideration), functions and programs of the City; and make recommendations to the governing body on any and all personnel, performance, administration, programs, projects, management, financial and general governance issues;
- (f) Direct, coordinate and provide oversight over all departments, programs and projects of the City;
- (g) Ensure that all applicable laws and ordinances are enforced;
- (h) Ensure that a system of financial checks and balances is in place and is rigorously upheld to include, as a minimum, the segregation of duties as directed and approved by City Council;
- (i) Supervise programs and projects, issue permits and perform other duties as assigned by the governing body.
- (j) Attend all meetings of the City Council.
- (k) Prepare, review and submit to the governing body prior to the beginning of each fiscal year a budget for proposed expenditures for the ensuing year together with a message describing the important features of said budget; assist the City Council with respect to its consideration of said budget; and assure the proper administration of the budget after its adoption;
- (l) Prepare and submit to the governing body as of the end of the fiscal year a complete report on the finances and administrative activities of the City for the preceding year.
- (m) Report to the governing body in a timely fashion as specific issues arise, as part of regular City Council meetings, on the financial condition and needs of the City; provide timely information and assistance to City Council, as requested by the City Council; and work with City Council to ensure an annual audit is completed as required.
- (n) Communications - Serve as the designated communications officer for the express purpose of communications between the Governing Body, as a whole or individually, and members of City Committees/Commissions, City Staff, Municipal Officer(s), and/or Consultants, such that all communications intended from one to the other shall be routed through the office of the City Manager for proper distribution.
- (3) The City Manager/Administrator shall have such further authority, duties and responsibilities as reasonably implied from the terms of this section and as heretofore or hereafter provided by the City Council; and shall be bonded in an amount determined by the City Council which bond shall be conditioned upon the good and faithful performance of the authorities and performances of the office and position of City Manager. The premium of the bond shall be paid by the City.
- (C) *Municipal Manager/Administrator to Serve as Municipal Treasurer.* The Office of Municipal Treasurer is created. The Municipal Manager/Administrator shall also serve as the Municipal Treasurer.
- (D) *Powers and Duties of Municipal Manager/Administrator as Municipal Treasurer.*

-
- (1) The Municipal Manager/Administrator as the Municipal Treasurer shall (1) receive and securely keep all money belonging to the municipality; (2) make all payments on the order of the Mayor, attested by the secretary of the municipality under the seal of the municipality; (3) render to the governing body a full statement of the receipts and payments which must be rendered at the governing body's first regular meeting in every quarter and at other times as required by the governing body.
 - (2) The Municipal Manager/Administrator as the Municipal Treasurer will also perform the following duties which are statutorily given to the Municipal Secretary:
 - (a) Serve as the general accountant of the municipality and shall keep regular accounts of the municipal receipts and disbursements. The Secretary shall keep each cause of receipt and disbursement separately and under proper headings. The Secretary shall also keep separate accounts with each person, including each officer, who has monetary transactions with the municipality. The Secretary shall credit accounts allowed by proper authority and shall specify the particular transaction to which each entry applies. The Secretary shall keep records of the accounts and other information covered by this subsection.
 - (b) Keep a register of bonds and bills issued by the municipality and all evidence of debt due and payable to the municipality, noting the relevant particulars and facts as they occur.
 - (E) *Bond.* The Municipal Manager/Administrator as the Municipal Treasurer shall be bonded as required by Section 30.15(B)(3), and also as required by the law.

(Ord. 00-67, 6-14-2000; Ord. 13-173, 1-9-2013; Ord. 19-254, 2-25-2019; Ord. No. 20-287 , § II, 11-10-2020; Ord. No. 22-305 , 3-9-2022)

Council Meeting Agenda Item Cover Sheet

AGENDA ITEM SUBJECT/ TITLE:

Discussion and possible action on traffic, traffic enforcement, and possible additional measures

AGENDA ITEM SUMMARY:

Receive, discuss and possible action on: 1) reports on traffic; 2) reports on traffic enforcement; and 3) possible additional measures that should be taken.

FINANCIAL IMPACT:

n/a

SUBMITTED BY:

Brent Pulley

AGENDA TYPE:

New Business

COMPLETION TIME:

5/6/2023 1:03:39 PM



Start: 2023-04-26
End: 2023-04-26
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

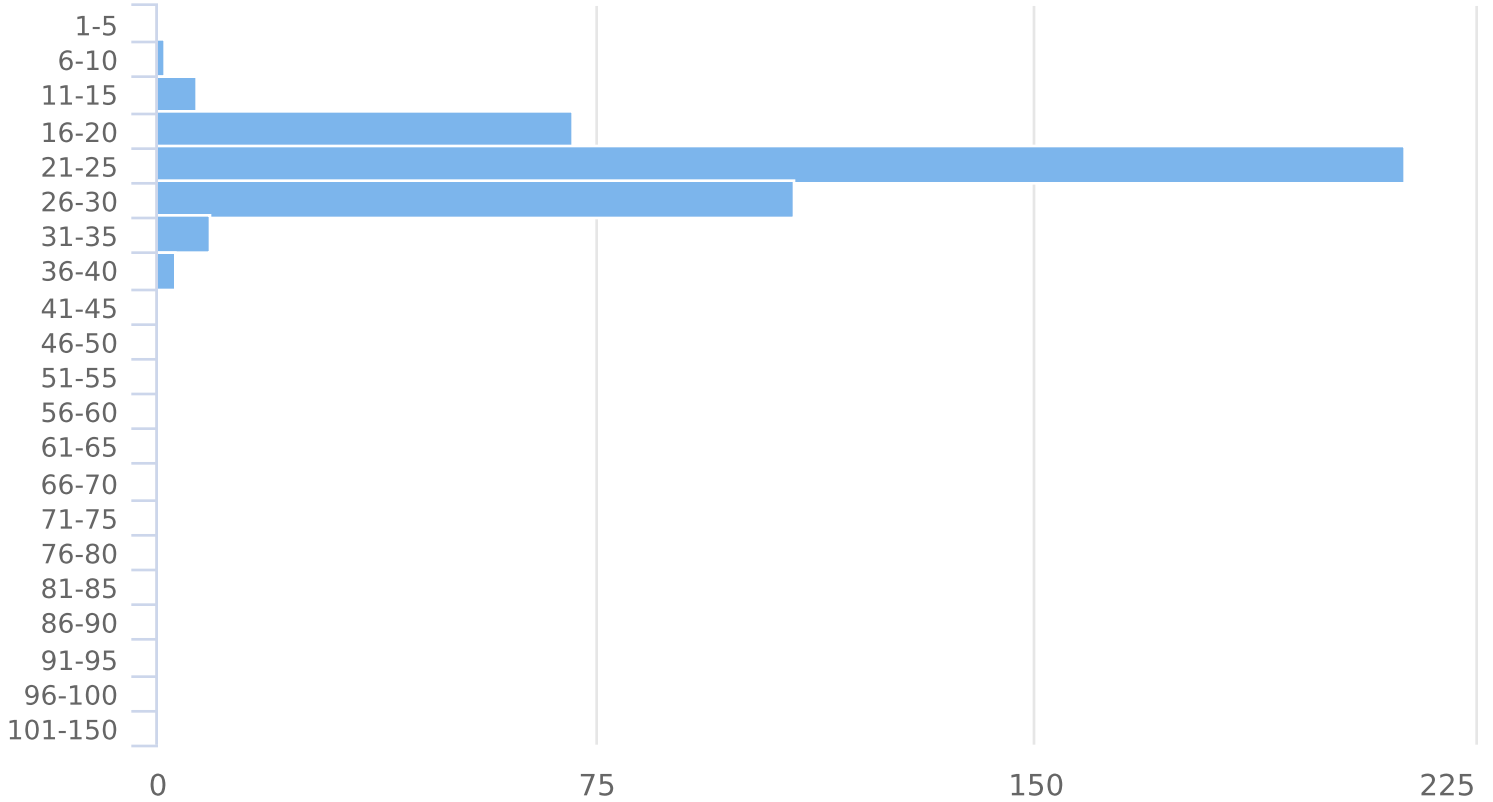
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
5:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.0	1
6:00	0	0	0	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.2	5
7:00	0	0	2	2	11	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.9	22
8:00	0	0	0	2	4	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.4	10
9:00	0	0	0	7	4	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.8	13
10:00	0	0	1	5	12	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.7	23
11:00	0	0	0	5	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.0	19
12:00	0	0	0	7	7	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.3	23
13:00	0	0	0	5	17	9	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.2	32
14:00	0	0	0	4	22	9	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.1	36
15:00	0	0	0	7	29	6	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.1	45
16:00	0	0	0	8	23	12	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.4	44
17:00	0	0	0	6	22	10	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.2	40
18:00	0	1	3	4	24	13	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.9	46
19:00	0	0	0	0	16	8	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.7	25
20:00	0	0	0	3	8	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.6	13
21:00	0	0	0	2	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.0	5
22:00	0	0	1	2	3	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	23.6	9
23:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.0	1
Total	0	1	7	71	213	109	9	3	0	0	0	0	0	0	0	0	0	0	0	0	0	23.6	413



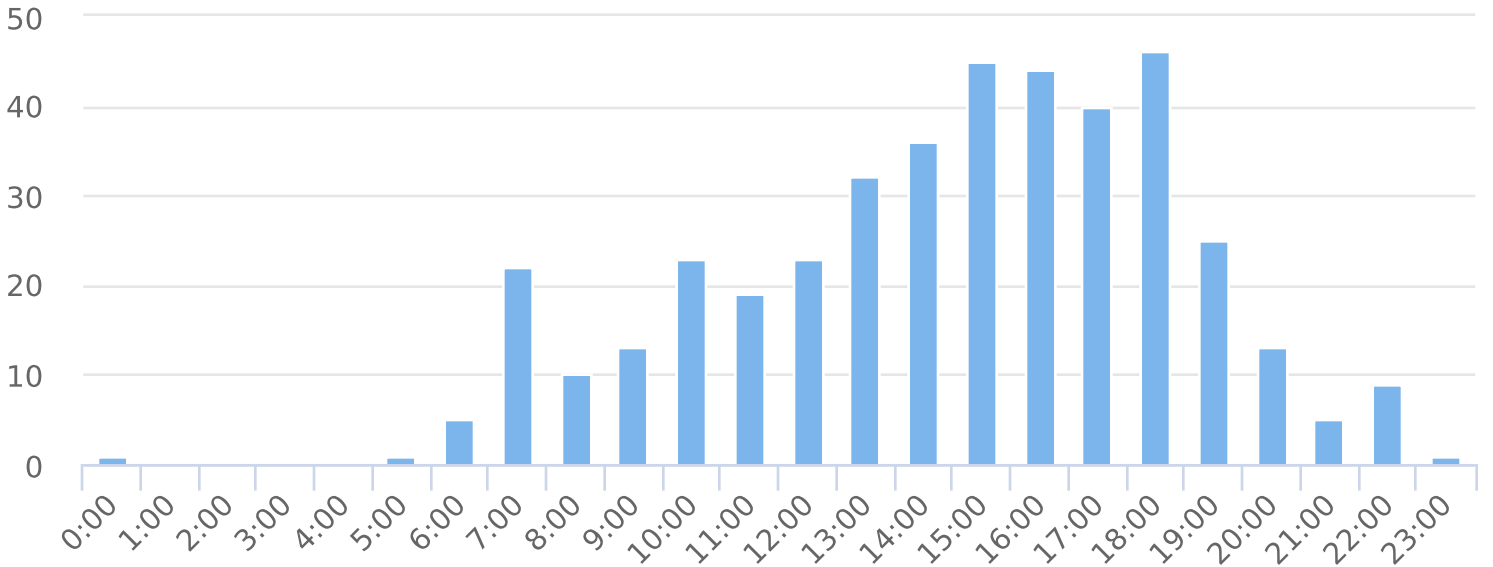
Start: 2023-04-26
 End: 2023-04-26
 Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
 Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-04-26
 End: 2023-04-26
 Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
 Time View: By Hour (Total Volumes)

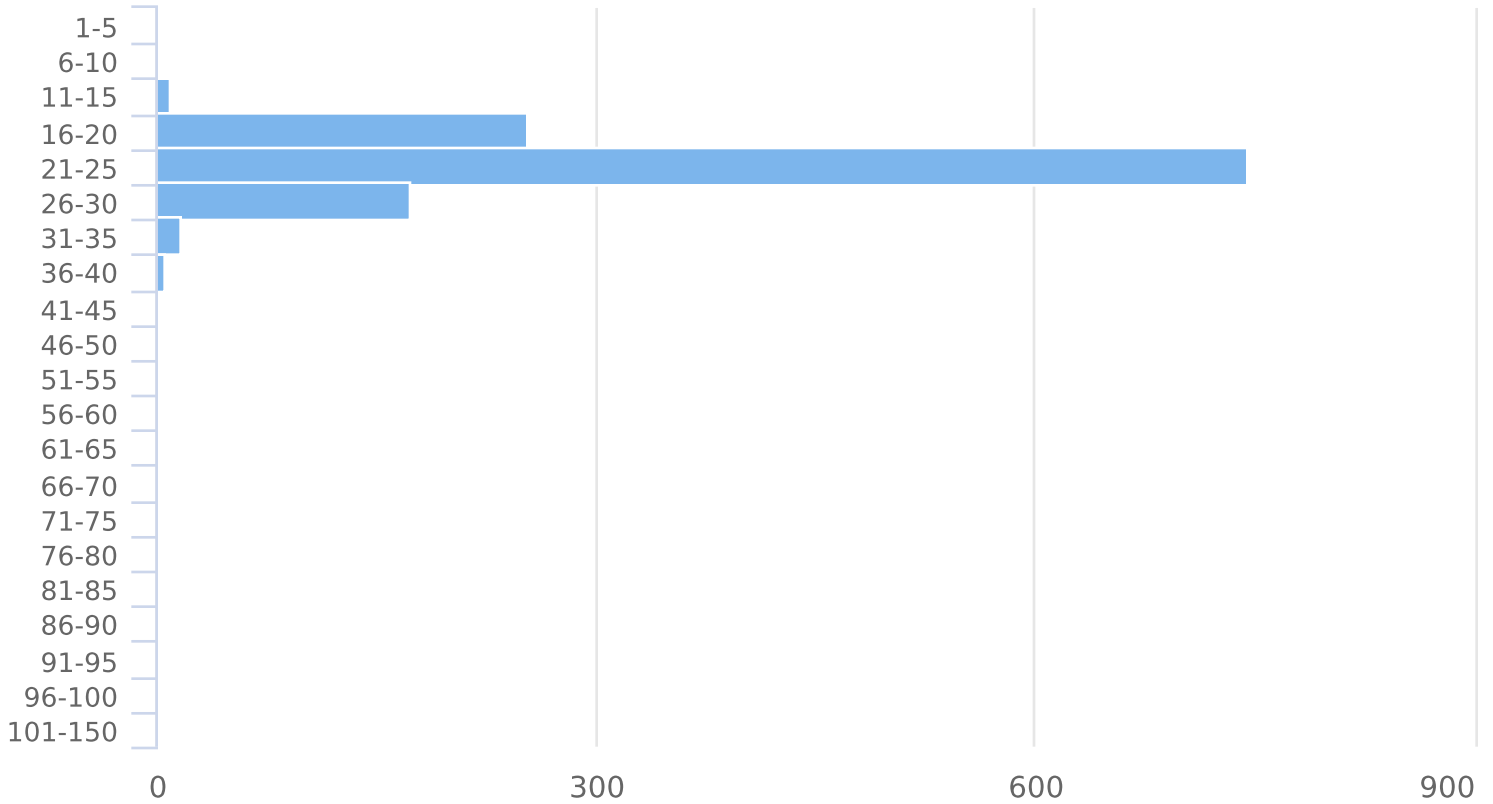
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.0	1
1:00	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	2
2:00	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.5	4
3:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
5:00	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.3	3
6:00	0	0	1	4	14	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.0	20
7:00	0	0	0	14	65	7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.8	87
8:00	0	0	0	15	33	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.6	53
9:00	0	0	2	12	35	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.5	56
10:00	0	0	1	19	33	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.3	64
11:00	0	0	0	16	31	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.6	57
12:00	0	0	0	14	45	14	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.2	75
13:00	0	0	1	13	51	13	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	23.4	83
14:00	0	0	1	26	58	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.7	105
15:00	0	0	0	27	72	10	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	22.6	111
16:00	0	0	2	18	75	25	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.2	122
17:00	0	0	1	12	64	12	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.1	91
18:00	0	0	0	13	50	23	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	88
19:00	0	0	0	22	43	7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.4	73
20:00	0	0	1	12	37	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.9	53
21:00	0	0	0	10	19	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.0	31
22:00	0	0	0	2	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.4	11
23:00	0	0	0	1	7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.9	9
Total	0	0	10	253	745	173	17	2	0	0	0	0	0	0	0	0	0	0	0	0	0	22.8	1200



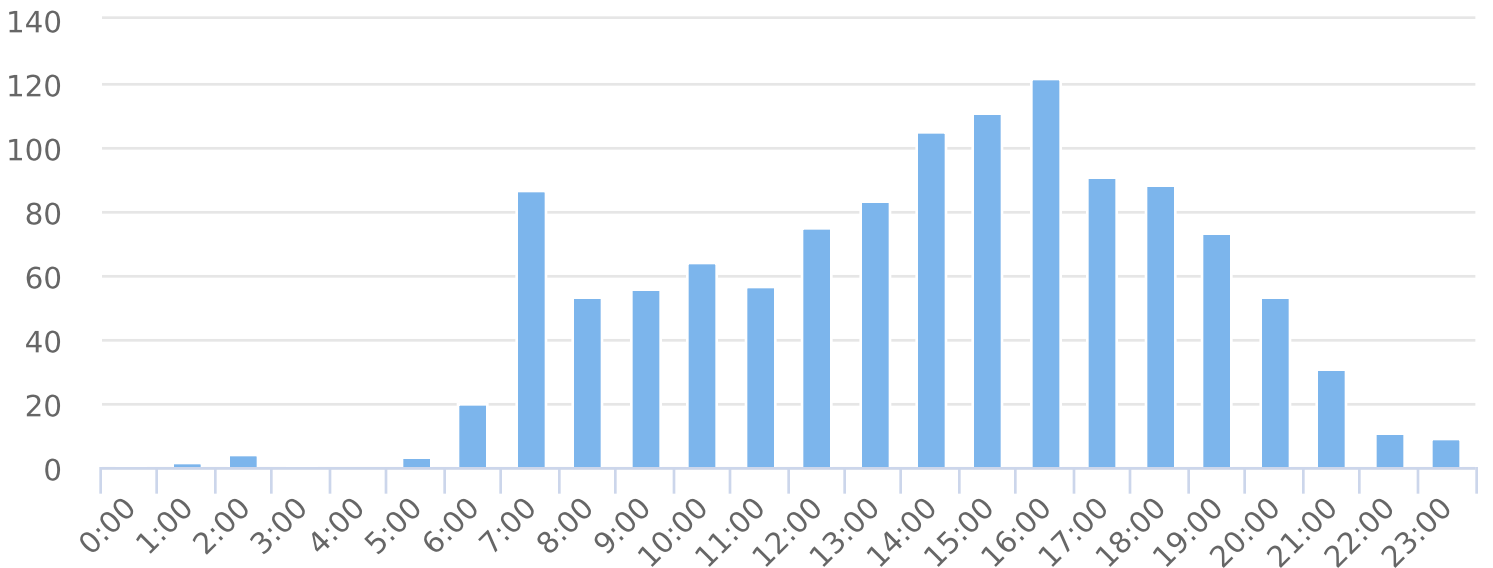
Start: 2023-04-26
End: 2023-04-26
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2022-07-06
End: 2022-07-06
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

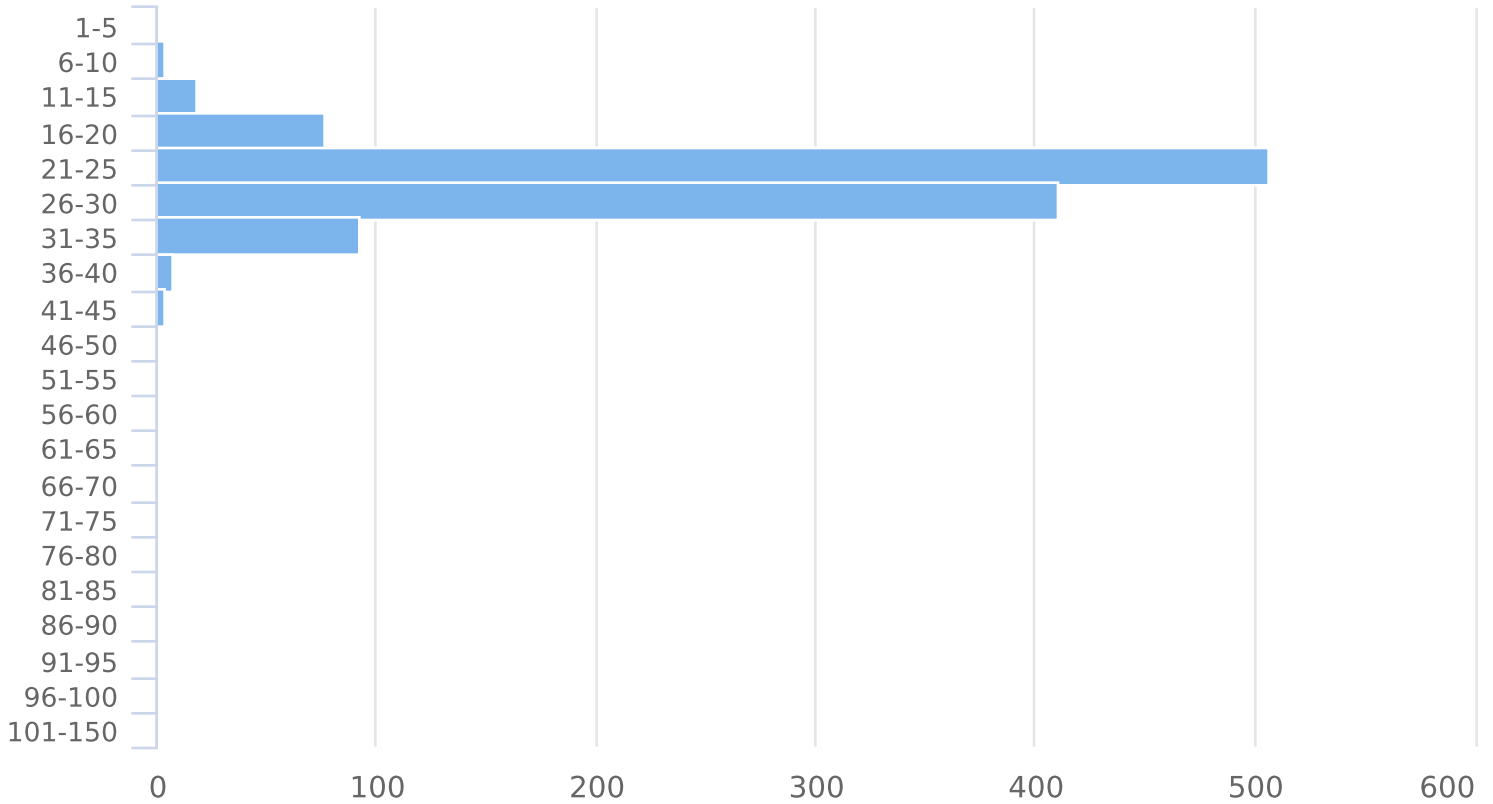
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
3:00	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.5	2
4:00	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.5	4
5:00	0	0	0	2	9	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.6	17
6:00	0	0	0	2	15	16	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.9	34
7:00	0	0	2	1	35	25	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.1	68
8:00	0	0	2	11	32	34	6	3	0	0	0	0	0	0	0	0	0	0	0	0	0	25.7	88
9:00	0	0	3	14	38	20	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.8	82
10:00	0	0	2	6	47	32	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.1	96
11:00	0	0	0	5	37	34	9	0	1	0	0	0	0	0	0	0	0	0	0	0	0	25.9	86
12:00	0	1	3	4	37	44	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.2	96
13:00	0	0	2	6	40	31	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	86
14:00	0	0	1	4	38	27	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.6	76
15:00	0	1	1	4	39	28	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.6	81
16:00	0	0	0	6	37	22	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.8	69
17:00	0	0	0	3	31	30	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	26.5	75
18:00	0	0	1	2	27	26	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.1	60
19:00	0	0	1	3	21	9	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.2	37
20:00	0	0	0	3	13	10	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.3	29
21:00	0	0	0	1	4	9	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	27.3	18
22:00	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.0	4
23:00	0	0	0	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	28.5	4
Total	0	2	18	77	506	411	92	7	1	0	0	0	0	0	0	0	0	0	0	0	0	25.4	1114



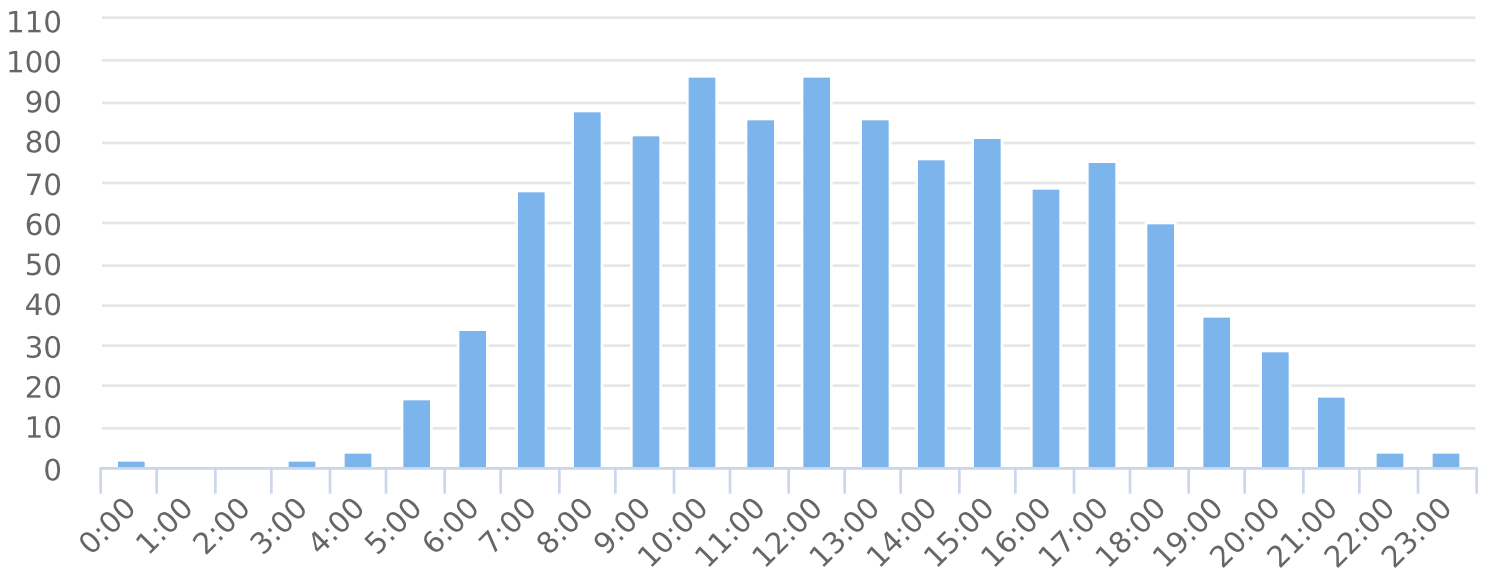
Start: 2022-07-06
 End: 2022-07-06
 Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
 Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2023-04-05
End: 2023-04-05
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

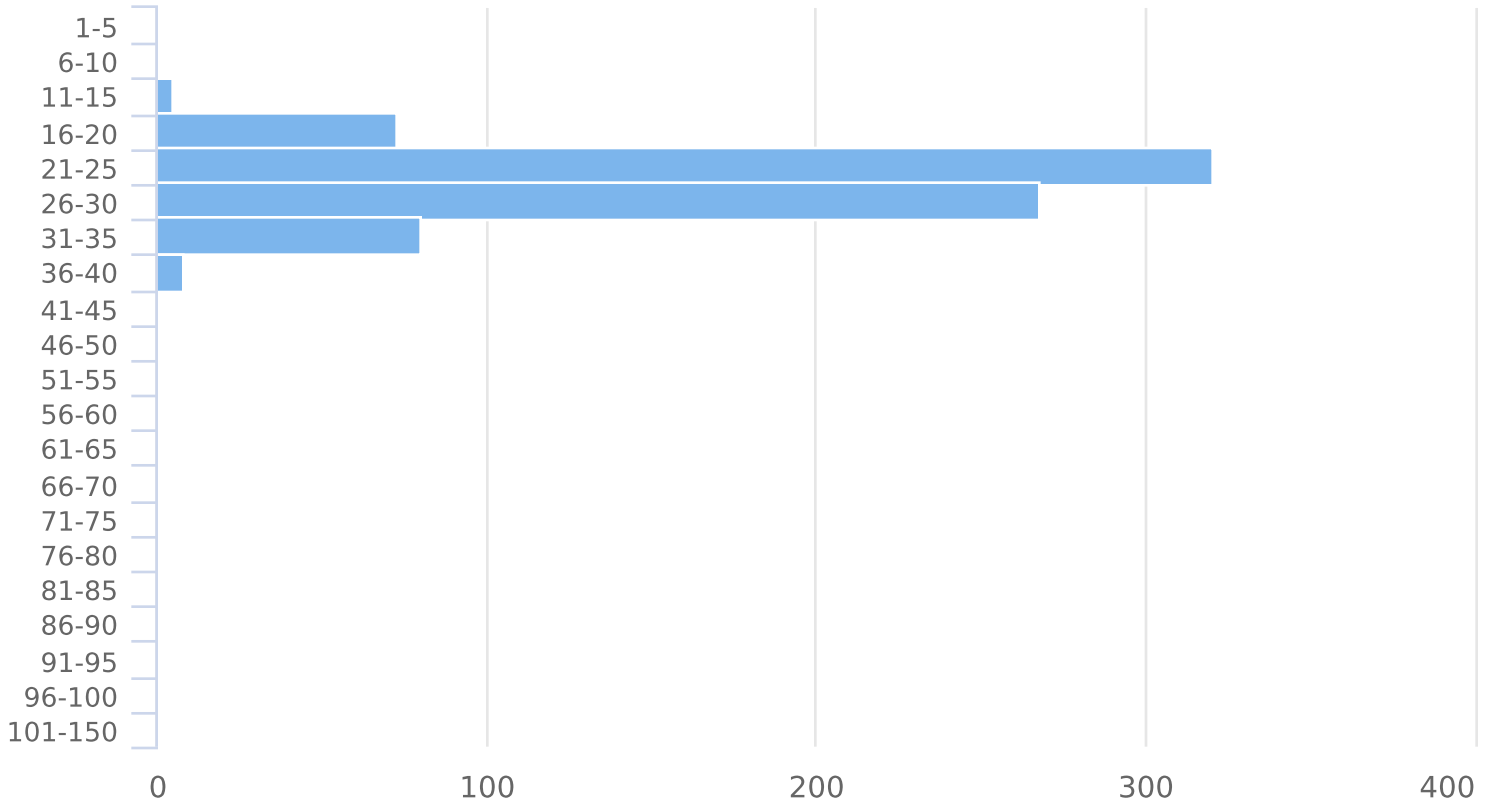
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
2:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	34.0	1
5:00	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.0	2
6:00	0	0	0	0	4	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.3	11
7:00	0	0	1	4	33	33	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	26.1	82
8:00	0	0	0	2	18	9	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.6	34
9:00	0	0	0	3	20	16	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.1	40
10:00	0	0	0	2	23	11	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.6	37
11:00	0	0	0	4	14	14	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	26.5	39
12:00	0	0	0	4	26	15	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.5	48
13:00	0	0	0	3	17	11	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.2	32
14:00	0	0	0	6	29	29	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.0	76
15:00	0	0	0	10	36	34	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.8	90
16:00	0	0	0	5	29	18	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.8	58
17:00	0	0	0	9	16	29	8	1	0	0	0	0	0	0	0	0	0	0	0	0	0	25.9	63
18:00	0	0	1	9	22	14	7	2	0	0	0	0	0	0	0	0	0	0	0	0	0	25.1	55
19:00	0	0	1	6	13	9	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.4	34
20:00	0	0	1	4	14	11	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24.5	31
21:00	0	0	0	2	3	4	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.3	12
22:00	0	0	1	0	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.9	7
23:00	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	2
Total	0	0	5	73	321	268	80	8	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	755



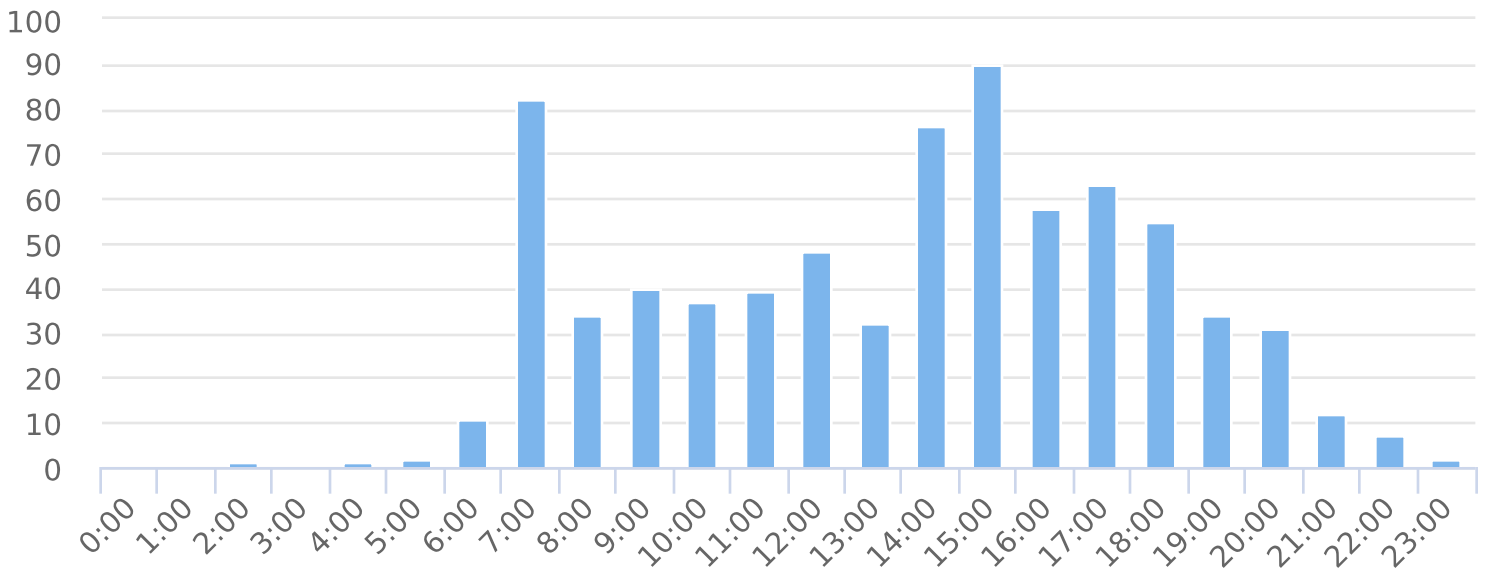
Start: 2023-04-05
 End: 2023-04-05
 Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
 Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2022-03-23
End: 2022-03-23
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
Time View: By Hour (Total Volumes)

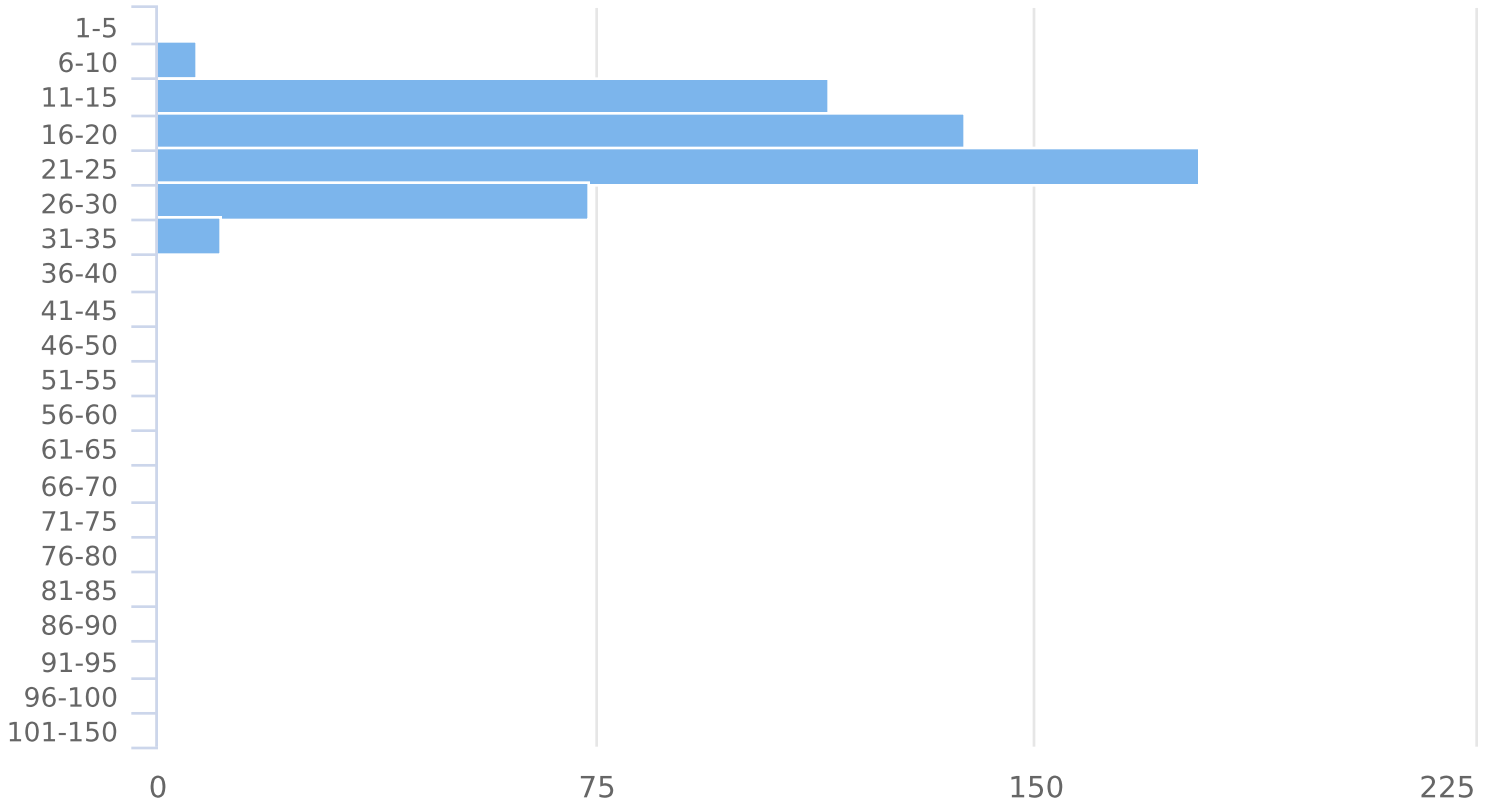
Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15.5	2
1:00	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22.0	2
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
5:00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15.0	2
6:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.5	2
7:00	0	1	8	2	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17.9	19
8:00	0	1	7	9	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18.9	28
9:00	0	1	7	14	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.1	28
10:00	0	0	6	6	10	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.4	24
11:00	0	0	4	5	11	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.1	23
12:00	0	1	11	10	13	5	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.2	42
13:00	0	0	12	7	13	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.4	43
14:00	0	1	9	6	14	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.0	38
15:00	0	0	9	18	19	9	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.9	56
16:00	0	1	11	19	19	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.8	57
17:00	0	0	7	10	16	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.0	40
18:00	0	0	2	13	13	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.6	36
19:00	0	1	6	6	12	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.2	33
20:00	0	0	7	6	8	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.5	24
21:00	0	0	3	2	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.3	10
22:00	0	0	3	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19.3	8
23:00	0	0	1	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.0	5
Total	0	7	115	138	178	74	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20.2	523



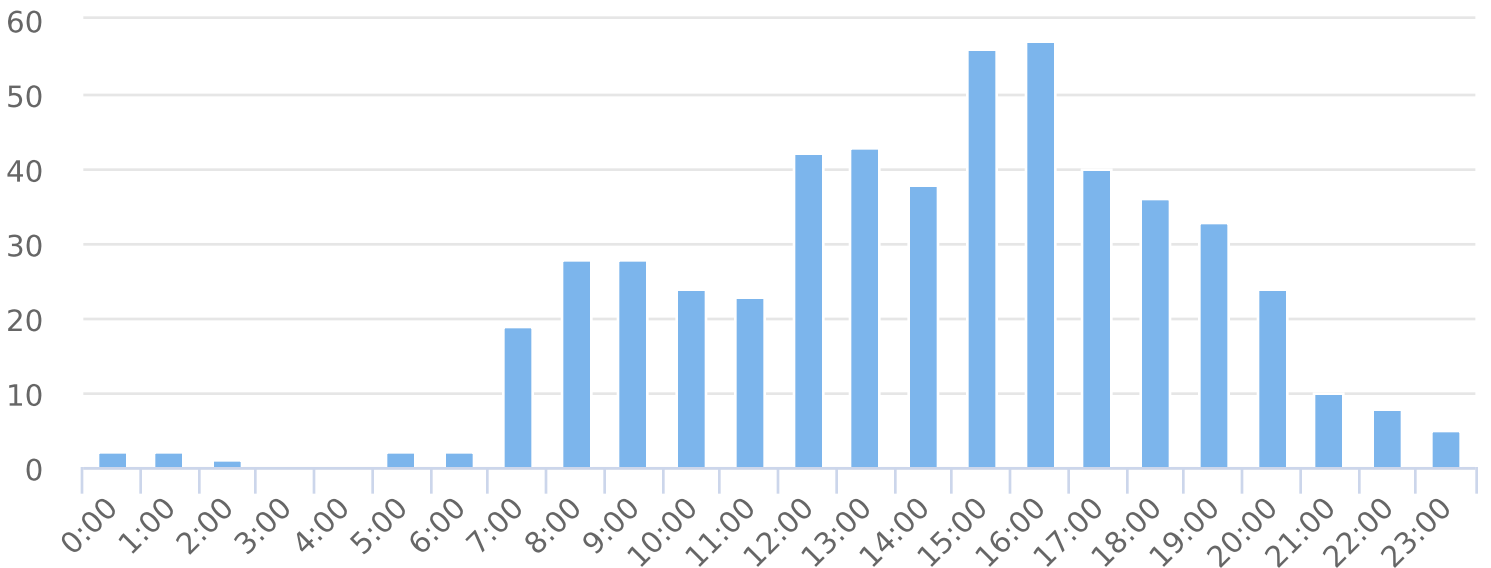
Start: 2022-03-23
 End: 2022-03-23
 Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150
 Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time



April 14, 2022 to April 17, 2023 Offense	37 Patrols Number
Speed Warning-25MPH to 33/34 MPH	53
Speed Citation-Above 35 MPH	48
Stop Sign	59
Inspection	2
Registration	18
Brake Lights	4
Drivers License	9
No Insurance	4
Failed to comply with instruction	1
Unauthorized temp tag	2
Drone	1
Tailgating	2
Medical	1
No front license plate	2
Unsecure Load-Dropping Brush	1
Red Light	1
No turn signal	4
	212
Woodcreek Residents/Non-Residents Tracking began 4/3/23	
Residents	4
Non Residents	8
** On February 6, 2023 report, Accident, Vehicle Struck Tree, No citations given	
** On April 12, 2023 report, Accident, Following too close, Citation issued	

Date: April 14, 2022		Officer: David Gamble		Time Period: 4-8 PM	
Location	Offense	Citation	Warning		
16 Woodcreek Drive	Speeding (32 MPH)		X		
8 Woodcreek Drive	Speeding (41 MPH)	X			
Woodcreek/Brookhollow	Disregard Stop Sign		X		
16 Woodcreek Drive	Speeding (33 MPH)		X		
Woodcreek/Brookhollow	Disregard Stop Sign		X		
32 Woodcreek Drive	Speeding (35)	X			
Date: April 27, 2022		Officer: Halstead		Time Period: 7-11 AM	
Location	Offense	Citation	Warning		
11 Woodcreek Drive	Speeding		X		
82 Woodcreek Drive	Speeding	X			
Woodcreek/Brookhollow	Stop Sign	X			
Woodcreek Drive/Pro Lane	Tailgating		X		
Date: May 5, 2022		Officer: Pozuc		Time Period: 3-7 PM	
Location	Offense	Citation	Warning		
1 Westwood Drive	Expired Registration, Failed to Comply with Inspection	X	X		
Champions Circle/Woodcreek Drive	Disregard Stop Sign	X			
Augusta Drive/Brookhollow Drive	Speeding		X		
62 Woodcreek Drive	Expired Registration (7/20), Expired Drivers License, Failed to Comply with Inspection	XX	X		
Woodcreek Drive/Woodcreek Circle	Disregard Stop Sign, Expired Registration (7/21)	X	X		
74 Woodcreek Drive	No Registration on Trailer, No Brake Lights, Expired Registration	XX	X		
Date: May 11, 2022		Officer: Starr		Time Period: 1500-1900	
Location	Offense	Citation	Warning		
56 Woodcreek Drive	Defective Brake Light		X		
Woodcreek Drive/Brookhollow	Ran Stop Sign		X		
Woodcreek Drive/Brookhollow	Defective Brake Light		X		
Brookhollow	Expired Registration		X		
Woodcreek Drive/Brookhollow	Expired Registration		X		
Woodcreek Drive/Brookhollow	Speeding (30 MPH)		X		
Woodcreek Drive/Par View	Expired Registration		X		
Date: May 25, 2022		Officer: Thomas Ronquillo		Time Period: 0700-1100	
Location	Offense	Citation	Warning		
Woodcreek Drive/Champions Circle	Speeding 30/25		X		
Woodcreek Drive/Stonehouse Circle	Flag down re: drone				
Woodcreek Drive/Champions Circle	Speeding 30/25		X		
Woodcreek Drived/Brookhollow	Stop sign		X		
Date: June 22, 2022		Officer: Adam Holstead		Time Period: 1500-1900	
Location	Offense	Citation	Warning		
12 Woodcreek Drive	Speeding 32/25		X		
8 Woodcreek Drive	Speeding 37/25	X			
Brookhollow/Woodcreek Drive	Stop Sign	X			

13 Woodcreek Drive	Speeding 32/25		X	
15 Brookhollow	Expired Registration/Speeding 31/25		XX	
13 Woodcreek Drive	Speeding 34/25	X		
Woodcreek Drive/Pro Lane	Speeding 32/25		X	
94 Champions Circle	Speeding 31/25		X	
Woodcreek Drive/Brookhollow	Stop Sign	X		
Date: July 14, 2022	Officer: Pozvic	Time Period: 0800-1200		
Location	Offense	Citation	Warning	
60 Woodcreek Drive	Speeding		X	
15 Woodcreek Drive	Speeding		X	
Augusta Drive/Brookhollow Drive	Speeding, failed to display DL, Disregard stop sign, expired license	X	XXX	
46 Brookhollow Drive	Defective stop lamp, no DL	X	X	
Woodcreek/Route 12	No DL, No insurance, Failed to comply with instruction, unauthorized temp tag	XXXX		
Date: July 20, 2022	Officer: Adam Holstead	Time Period: 1500-1900		
Location	Offense	Citation	Warning	
Woodcreek Drive/Pro Lane	Speeding 31/25		X	
Brookhollow Drive/Par Circle	Speeding 34/25	X		
Brookhollow Drive/Jack Miller	Speeding 31/25		X	
Brookhollow Drive/Par Circle	Speeding 35/25	X		
Augusta Drive/Brookhollow Drive	Stop Sign		X	
4 Woodcreek Drive	Speeding 35/25	X		
Date: August 3, 2022	Officer: Adam Holstead	Time Period: 0800-1200		
Location	Offense	Citation	Warning	
13 Woodcreek Drive	Speed-CYJ Employee	X		
Woodcreek Drive/El Camino	Stop Sign		X	
Woodcreek Drive/Pro Lane	Stop Sign	X		
Brookhollow/Jack Miller	Speed-CYJ Employee		X	
67 Augusta Drive	Speed		X	
Champions Circle/Woodcreek Drive	Speed		X	
Date: August 12, 2022	Officer: Thomas Ronquillo	Time Period: 1600-2000		
Location	Offense	Citation	Warning	
Woodcreek Drive/Brookhollow	Speeding 32/25		X	
Date: August 15, 2022	Officer: Alyssa Marley	Time Period: 1330-1730		
Location	Offense	Citation	Warning	
17 Block Brookhollow	Disregard Stop		X	
7, Woodcreek Drive	Speeding		X	
1 Champions Circle	Speeding		X	
2 Cahmpions Circle	Speeding		X	
86 Woodcreek Drive	Disregard Stop		X	
20 Woodcreek Drive	Speeding		X	
14 Woodcreek Drive	Speeding		X	
28 Woodcreek Drive	Speeding		X	
Date: August 22, 2022	Officer: Thomas Ronquillo	Time Period: 1500-1900		

Location	Offense	Citation	Warning
Woodcreek Drive/Stonehouse Circle	Speeding 30/25		X
Date: September 9, 2022			
Officer: Adam Halstead		Time Period: 1500-1900	
Location	Offense	Citation	Warning
13 Woodcreek Drive	Speeding 35/25	X	
Brookhollow/Par Circle	Speeding 31/25		X
Woodcreek/ Pro Lane	Stop Sign		X
94 Champions Circle	Speeding 30/25		X
Woodcreek/ Pro Lane	Stop Sign	X	
Date: September 11, 2022			
Officer: Deputy Zesat??		Time Period: 1300-1700	
Location	Offense	Citation	Warning
11 Brookhollow	Failed to display registration		X
54 Woodcreek Drive	Stop Sign		X
218 Woodcreek Drive	Expired Registration		X
13 Brookhollow Drives	Stop sign		X
Date: September 15, 2022			
Officer: Adam Halstead		Time Period: 0700-1100	
Location	Offense	Citation	Warning
RR 12/ Woodcreek Drive	Speeding 39/25	X	
73 Brookhollow	Speeding 31/25		X
Cypress Point/Woodcreek Drive	Stop sign		X
El Camino Real/ Woodcreek Drive	Speeding 35/25	X	
Date: September 19, 2022			
Officer: Adam Halstead		Time Period: 1500-1900	
Location	Offense	Citation	Warning
Woodcreek Drive/Pro Circle	Stop sign		x
Woodcreek Drive/Champions Circle	Speeding 34/25	X	
Woodcreek Drive/Pro Circle	Stop sign		X
Champions Circle	Speeding 30/25		X
Woodcreek Drive/Brookhollow	Stop Sign	X	
Date: September 24, 2022			
Officer: Adam Halstead		Time Period: 1300-1700	
Location	Offense	Citation	Warning
Woodcreek Drive/El Camino	Stop sign		X
Woodcreek Drive/RR 12	Speeding 32/25		X
Woodcreek Drive/Champions Circle	Speeding 33/25	X	
Champions Circle/Fallbrook	Stop Sign		X
6 Brookmeadow	Non traffic-Medical		
Champions Circle/Woodcreek Drive	Speeding/No insurance 33/25	XX	
Date: October 14, 2022			
Officer: John Pozuc		Time Period: 1200-1600	
Location	Offense	Citation	Warning
Woodcreek Drive/Champions Circle	No Drivers License, No Insurance, Unauthorized use of a temp tag	XXX	
70 Block Woodcreek Drive	Speeding 34/25		X
8 Woodcreek Drive	Expired Registration	X	
Woodcreek Drive/Brookhollow Drive	Disregard Stop Sign		X
40 Woodcreek Drive	Expired Registration, No Liability Insurance	XX	
70 Block Woodcreek Drive	Speeding 33/25		X

Date:	Officer:	Time Period:		
Location	Offense	Citation	Warning	
Date: October 18, 2022	Officer: D. Gamble	Time Period: 1030-1430		
Location	Offense	Citation	Warning	
23 Woodcreek Drive	Speeding 32/25		X	
23 Woodcreek Drive	Speeding 31/25		X	
Date: October 26, 2022	Officer: Adam Halstead	Time Period: 1200-1600		
Location	Offense	Citation	Warning	
Woodcreek Drive/El Camino Real	Stop Sign		X	
Augusta Drive/Augusta Lane	Speeding 31/25		X	
11 Woodcreek Drive	Speeding 37/25	X		
Pro Lane/Woodcreek Drive	Speeding/Stop Sign 31/25	X	X	
Palmer/Champions Circle	Speeding 32/25		X	
Date: November 9, 2022	Officer: Adam Halstead	Time Period: 1300-1700		
Location	Offense	Citation	Warning	
Brookmeadow/Shady Grove	Speeding 31/25		X	
11 Woodcreek	Speeding 33/25	X		
Brookmeadow/??	Speeding 34/25	X		
Woodcreek Drive/Pro Lane	Stop Sign		X	
Woodcreek Drive/Presidio??	Speeding/Expired Registration 31/25		XX	
Cypress Falls	Stop Sign		X	
Date: November 15, 2022	Officer: Adam Halstead	Time Period: 0700-1100		
Location	Offense	Citation	Warning	
Woodcreek Drive/Champions Circle	Pass in no passing zone	X		
Woodcreek Drive/Brookhollow	Stop Sign		X	
Woodcreek Drive/Pro Lane	Speeding 32/25, Cited for Stop Sign	X		
28 Brookmeadow	Speeding 31/25		X	
67 Augusta Drive	Speeding 33/25	X		
Augusta Drive/ Jack Miller	Expired Registration, No front license plate	XX		
Date: December 13, 2022	Officer: Adam Halstead	Time Period: 0630-1030		
Location	Offense	Citation	Warning	
11 Woodcreek Drive	Speeding 37/25	X		
Augusta/Brookhollow	Speeding 31/25		X	
Woodcreek Drive/Pro Lane	Stop Sign		X	
28 Brookhollow	Speeding 32/25	X		
Woodacre/Eleanor - Not Woodcreek	Stop Sign		X	
2325/Woodcreek Drive - Not Woodcreek	Expired Registration		X	
Date: December 16, 2022	Officer: Alyssa Marley	Time Period: 1500-1900		
Location	Offense	Citation	Warning	
16 Woodcreek Drive	Speeding 30/25		X	
22 Woodcreek Drive	Speeding 33/25		X	
1 Champions Circle	Speeding 34/25		X	
50 Woodcreek Drive	Stop Sign		X	
Date: January 10, 2023	Officer: Adam Halstead	Time Period: 0700-1100		
Location	Offense	Citation	Warning	
11 Woodcreek Drive	Speeding 40/25, No Drivers License	XX		

33 Brookmeadow	Speeding 31/25		X	
Augusta Drive/Brookmeadow	No License Plate		X	
Augusta Drive/Jack Miller	Speeding, Expired Registration	XX		
Woodcreek Drive/ 2325	Speeding		X	
Par/Woodcreek Drive	Stop Sign		X	
Date: January 17, 2023	Officer: Adam Halstead	Time Period: 1500-1900		
Location	Offense	Citation	Warning	
11 Woodcreek Drive	Speeding 36/25	X		
Brookmeadow/Augusta Drive	Speeding 30/25		X	
Woodcreek/El Camino Real	Stop Sign		X	
11 Woodcreek Drive	Speeding 31/25		X	
Brookhollow/Jack Miller	Stop Sign		X	
Date: January 26, 2023	Officer: Joshua Evans	Time Period: 0800-1200		
Location	Offense	Citation	Warning	
Brookhollow/Woodcreek Drive	Stop Sign		X	
Brookhollow/Woodcreek Drive	Stop Sign		X	
30 Woodcreek Drive	Speeding 32/25		X	
10 Woodcreek Drive	Speeding 31/25		X	
4 Woodcreek Drive	Speeding 34/25		X	
Date: February 6, 2023	Officer: Adam Halstead	Time Period: 1500-1900		
Location	Offense	Citation	Warning	
100 Augusta Drive	Unsecure Load-Dropping Brush		X	
El Camino/Woodcreek	Stop Sign		X	
Brookmeadow/RR 12	Speeding 33/25	X		
13 Woodcreek	Speeding 30/25		X	
Date: February 7, 2023	Officer: Adam Halstead	Time Period: 0700-1100		
Location	Offense	Citation	Warning	
RR12/Woodcreek	Red Light	X		
Brookhollow/Augusta	Stop Sign	X		
34 Brookmeadow	Accident-Vehicle Struck Tree			
Woodcreek/El Camino	Stop Sign		X	
150 Champions Circle	Speeding 30/20		X	
Date: February 15, 2023	Officer: Adam Halstead	Time Period: 1400-1800		
Location	Offense	Citation	Warning	
Woodcreek/El Camino	Stop Sign		X	
Woodcreek/Pro Lane	Stop Sign		X	
Brookmeadow/RR 12	Speeding 33/25	X		
13 Woodcreek Drive	Speeding 36/25	X		
Woodcreek/Champions Circle	No Turn Signal		X	
Date: February 21, 2023	Officer: Adam Halstead	Time Period: 0700-1100		
Location	Offense	Citation	Warning	
26 Woodcreek Drive	Speeding 36/25	X		
Woodcreek Drive/Pro Lane	Stop Sign		X	
Woodcreek Drive/2325	Speeding 32/25		X	
Brookmeadow/RR 12	Speeding 31/25		X	
Champions Circle/Woodcreek Drive	Stop Sign/No Drivers License	X		

Date: February 28, 2023	Officer: Adam Halstead	Time Period: 1300-1700		
	Offense	Citation	Warning	
Woodcreek/Pro Lane	Speeding 33/25		X	
Woodcreek/Brookhollow	Stop Sign		X	
Woodcreek/Brookhollow	Failed to signal turn		X	
Woodcreek/Brookhollow	Failed to signal turn		X	
Woodcreek/Brookhollow	Failed to signal turn		X	
Woodcreek/Brookhollow	Stop Sign		X	
29 Woodcreek Drive	Speeding 34/25		X	
Woodcreek/Brookhollow	Stop Sign		X	
Woodcreek/Brookhollow	Stop Sign		X	
Date: March 7, 2023	Officer: Adam Halstead	Time Period: 0700-1100		
	Offense	Citation	Warning	
Woodcreek/Pro Lane	Stop Sign		X	
Brookmeadow/RR 12	Speeding 31/25		X	
Augusta/Brookhollow	Stop Sign		X	
11 Woodcreek	Speeding 33/25	X		
Woodcreek/RR 12	Speeding 35/25	X		
Woodcreek/Brookhollow	Speeding 32/25		X	
Date: March 15, 2023	Officer: Adam Halstead	Time Period: 1300-1700		
	Offense	Citation	Warning	
Woodcreek/Pro Lane	Stop Sign		X	
Augusta/Brookhollow	Speeding 31/25		X	
Woodcreek/ El Campo	Stop Sign		X	
Woodcreek/2325	Speeding 33/25	X		
11 Woodcreek Drive	Speeding 35/25	X		
Date: March 24, 2023	Officer: Adam Halstead	Time Period: 0600-1000		
	Offense	Citation	Warning	
Woodcreek/RR 12	Speeding 32/25, No Drivers License	X	X	
Woodcreek/Pro Lane	Stop Sign		X	
Woodcreek/Brookhollow	Stop Sign		X	
13 Woodcreek Drive	Speeding	X		
100 Blk Champions Circle	Expired Registration		X	
Date: April 3, 2023	Officer: Adam Halstead	Time Period: 0700-1100		Woodcreek Resident
	Offense	Citation	Warning	
Woodcreek/Pro Lane	Stop Sign		X	
28 Westwood Drive	Welfare Concern (Can't read)			
Woodcreek/Cypress Point	Flagged down by ??			
Woodcreek/Champions Circle	Speeding	X		NO
Woodcreek/2325	Speeding	X		NO
Date: April 4, 2023	Officer: Adam Halstead	Time Period: 0700-1100		Woodcreek Resident
	Offense	Citation	Warning	
11 Woodcreek Drive	Speeding 34/25	X		NO
Woodcreek/Pro Lane	Stop Sign		X	

Brookmeadow/Woodcreek Apts	Expired Registration/No Drivers License	X		NO
Woodcreek/Brookhollow	Stop Sign		X	YES
Date: April 12, 2023	Officer: Adam Halstead	Time Period: 1300-1700		
	Offense	Citation	Warning	Woodcreek Resident
38 Woodcreek	Following too close-ACCIDENT	X		YES
Woodcreek/Pro Lane	Stop Sign		X	NO
77 Woodcreek	Speeding 31/25		X	YES
Date: April 17, 2023	Officer: Adam Halstead	Time Period: 0700-1100		
	Offense	Citation	Warning	Woodcreek Resident
Woodcreek/Brookhollow	Stop Sign	X		YES
6 Woodcreek Drive	Speeding 32/25	X		NO
Brookmeadow/Woodcreek Apts	Speeding 30/25		X	NO
11 Woodcreek Drive	Speeding 37/25	X		NO